

**West Tisbury Library  
Building Committee Meeting Minutes  
June 5, 2013**

Committee Members: Paul Levine (vice-chair), Tucker Hubbell, Linda Hearn, Ian Aitchison and Max Skjolddebrand  
Daedalus: John Christiansen, Richard Marks  
Architect: Patrick Lancaster  
Public: Beth Kramer, Hunter Moorman

Paul Levine called the meeting to order at 12:35 PM.

- 1) Paul presented an Oudens Ello Architects invoice for construction administration services. On a motion by Linda and seconded by Ian, the Committee unanimously voted to approve payment for the sum of \$19,056.80.
- 2) Paul presented the monthly Daedalus invoice for OPM services. On a motion by Linda and seconded by Ian, the Committee unanimously voted to approve payment for the sum of \$10,000.00
- 3) Paul presented another Daedalus invoice for the Briggs Engineering and Testing steel, concrete and compaction testing services. On a motion by Linda and seconded by Tucker, the Committee unanimously voted to approve payment for the sum of \$348.00.
- 4) Paul presented another Daedalus invoice for the Briggs Engineering and Testing steel, concrete and compaction testing services. On a motion by Linda and seconded by Ian, the Committee unanimously voted to approve payment for the sum of \$2,277.00.
- 5) Paul presented another Daedalus invoice for the Briggs Engineering and Testing steel, concrete and compaction testing services. On a motion by Linda and seconded by Max, the Committee unanimously voted to approve payment for the sum of \$1,991.50.
- 6) Richard presented the Nauset Application for Payment #6 for the May 2013 pay period, as recommended by Daedalus and Oudens Ello. On a motion by Linda and seconded by Tucker, the Committee unanimously voted to approve payment for the sum of \$346,680.99.
- 7) Tucker reported that John Keene had not yet received payment from Sunrise.
- 8) Meeting Minutes: The May 29, 2013 minutes were reviewed. On a motion by Tucker and seconded by Linda, the minutes, with noted corrections, were approved unanimously.
- 9) Linda reported the landscape subcommittee is planning to raise funds to install an irrigation system for the library grounds. She noted they were developing a PowerPoint presentation that will be used at a donor meeting with Hunter. She and Tucker acknowledged the talent and efforts of Tim Boland and Laura Coit for their contribution to the landscaping efforts. Linda advised that planning for the restoration of the conservation area at the east side of the lot is starting.
- 10) Ian inquired about the Nauset response to the Daedalus correspondence regarding the Sunrise delays and performance. Richard noted Nauset's response was a logical commentary.
- 11) In response to Paul's inquiry, Richard reported the revised Nauset schedule was issued, then re-issued late yesterday. Daedalus will provide an analysis for next week's meeting.

- 12) Richard reported on the construction progress, noting the wet insulation had been removed from the roof rafter pockets. He advised Nauset was planning on covering the roof with tarps. He reported the fire water storage tanks were backfilled to the tops of the tanks, the accessories were delivered and the sprinkler fitters were installing today. He noted there were six framers on site and Nauset has advised there will be two more framers next week. The floor framing and deck in the east addition is about 80% complete. In response to Tucker's inquiry, Richard reported the deck uneven conditions were corrected by the framers.
- 13) Richard distributed copies of the monthly OPM report. He reviewed the contingency update log and noted which was included in the monthly report. He noted that Nauset PCO #20 for the sum of \$11,482 is under review. Richard also noted the added graphical representation of the actual vs. project cash flow projection in the monthly report.
- 14) Richard reported that Nauset had submitted a cost for the installation of the fiber line conduit between the utility pole and the library. This will be a separate contract between Nauset and the Town.
- 15) Richard reported about the meeting with Beth and Brad Mendenthal of Educomp regarding the configuration of data/com outlets for wireless access points, copier and printer locations. He advised that he requested a coordination drawing of the data/comm room from Nauset.
- 16) Richard noted there will be an assistive listening system in the program room.
- 17) Hunter and Tucker inquired about the distribution of irrigation water and John advised that Nauset is aware that irrigation sleeves will be installed under hard surfaces.
- 18) Richard noted the Nauset schedule issued yesterday will be evaluated in detail. He noted the date of 7-30-13 (close-in of the building) as a particularly important date. He will also be looking at the start of MEP roughing. Tucker noted he was anticipating the framing of the rafters as an earlier milestone that will give the Committee a good sense of progress.
- 19) The Committee noted that the situation with Sunrise remained unchanged, and they are still a drag on project progress.
- 20) Ian asked the Team to develop strategies to get the project schedule back on track.
- 21) Richard distributed a copy of the letter sent by Nauset's president regarding their \$5,000 cost for the steel delay claim and asked the Committee to review.
- 22) Hunter asked for confirmation for ordering the engraved bricks. Richard responded that the order date should be 7-15. He noted that Labor Day should be the time to order the second group of engraved bricks.. Richard confirmed that 3003 bricks were needed for the walks and \$20/SF was the estimated cost of installation.
- 23) The next meeting is scheduled in Conference Room B at Town Hall on Wednesday, June 12, at 12:30 PM.
- 24) The meeting adjourned at 1:28 PM.