

**West Tisbury Library
Building Committee Meeting Minutes
January 16, 2013**

Committee Members: Paul Levine (Vice-Chair), Linda Hearn, Mark Mazer, Ian Aitchison,
Eric Lowe
Daedalus: Richard Marks, John Christiansen
Architects: Ted Steinemann
Public: Beth Kramer

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

- 1) Invoices for approval: Richard distributed original signature copies of the Nauset Construction Application for Payment #01 for \$48,718.85 for LBC members' signatures and approval. On a motion by Linda and seconded by Mark, the Committee approved unanimously. Richard noted the Board of Selectmen will also be signing the Applications for Payment. Richard reviewed the builder's risk insurance policy cost of \$34,429.00 from Martha's Vineyard Insurance. On a motion by Mark and seconded by Linda, the Committee approved unanimously. Richard reviewed the Nstar Electric invoice for the sum of \$26,985.00 to initiate the design and installation of new power service. He advised Nstar will not start design work until the invoice is paid. He recommended a not-to-exceed (NTE) approval, and he will continue to request cost justification and details. On a motion by Mark and seconded by Linda, the Committee approved with four votes yes and one abstention (Ian).
- 2) Meeting Minutes: December 12, 2012 minutes will be amended by Daedalus to include Ian's request for samples of reports to be submitted to the Committee. January 7, 2012 minutes were not available for review. Prior minutes will be reviewed at next meeting.
- 3) Richard advised he and Ted are continuing to look for value engineering items to consider so additional savings can offset unanticipated costs from Nstar. Areas for additional V/E include the HVAC, lighting and acoustic spray finishes. Ted is proposing to substitute acoustical ceiling tiles for the acoustic spray finish in the appropriate high ceiling areas.
- 4) Richard reported that an herbicide program is the most affordable mitigation of the bamboo infestation on the north side of the property. Other options are being reviewed.
- 5) Richard advised that Nauset issued emergency contact information which will be distributed to the COA and emergency personnel. Keys for the lock on the construction gates will be given to police and fire departments.
- 6) John gave an update on progress at the site, noting the construction security fence was completed and the contractor's office trailer, the trash container and portable toilet had been placed on site. The temporary power has been established at the building and trailer. The demolition contractor has started dismantling sheetrock, mechanical ducts and partitions to be removed.
- 7) Richard stated there were no changes for the budget this week.
- 8) Ian requested a monthly summary and Richard advised the next MBLC monthly summary will be issued for January 2013.
- 9) Ian requested a Daedalus outline of the Change Order process.

- 10) Beth reminded all members to take the on-line ethics survey/test for Town appointees.
- 11) The next meeting was scheduled in the Town Hall, Conference Room B, for January 23, 2013 at 12:30 PM.
- 12) On a motion by Ian and seconded by Mark, the meeting adjourned at 1:21 PM.