

**West Tisbury Library
Building Committee Meeting Minutes
March 19, 2014**

Committee Members: Leah Smith (Chair), Paul Levine, Max Skjoldebrand, Erik Lowe,
Tucker Hubbell, Linda Hearn and Ian Aitchison
Daedalus: John Christiansen
Architect: Patrick Lancaster
Public: Beth Kramer

Leah Smith called the meeting to order at 12:35 PM.

- 1) Meeting Minutes: A draft copy of the March 12, 2014 meeting minutes were distributed and reviewed. On a motion by Linda and seconded by Ian, the Committee unanimously approved the minutes, with corrected name misspellings and the following language added at item 2. "The Committee acknowledged and thanked the Foundation for contributing an additional \$400,000 in donations to keep the budget balanced." Erik abstained.
- 2) Leah acknowledged Max for his excellent photography of the Library's interior.
- 3) John and Patrick reviewed the punch list status, noting that there was less than 10% of the list remaining. Patrick will consolidate the remaining items and apply a value to them.
- 4) Beth noted that Nauset moved the tight tank to the east in order to place the ramp. Patrick noted Nauset had sent a PCO for \$1,240.00 for the added work to build soil support for the north side ramp, per request of the Building Inspector. He also noted Nauset had provided a \$4,100.00 credit for the remaining Thayer Street Associates punch list work, including the refinishing of the main staircase treads.
- 5) Beth presented an invoice for chair floor silencer pads. On a motion Erik and seconded by Linda, the Committee unanimously approved reimbursement of \$709.29.
- 6) Beth presented an invoice from Mike Burke for his purchase of an additional lighting fixture for the family toilet which the electrician installed for no cost. Patrick noted he objected to the cost and will discuss with Mike.
- 7) Beth presented an invoice from NE Sound Solutions for the sound system in the Program Room. Beth noted the cost was well below the budget of \$10,000 for this system. On a motion by Erik and seconded by Tucker, the Committee unanimously approved payment of \$4,250.00.
- 8) Beth presented an invoice from Carroll Moving for the moving of the library contents from storage. On a motion by Erik and seconded by Ian, the Committee unanimously approved payment of \$6,211.38.
- 9) Beth presented an invoice from Tripp for moving the temporary library contents to the new building. On a motion by Tucker, and seconded by Paul, the Committee unanimously approved payment of \$385.00.
- 10) Beth presented an invoice from Educomp for the furnishing and installing the data/com equipment and repurposed computers. On a motion by Ian and seconded by Linda, the Committee unanimously approved payment of \$2,868.50.

- 11) Beth presented an invoice from Systematics, Inc. for furnishing and installing the new bookshelves. On a motion by Paul and seconded by Erik, the Committee unanimously approved a payment of \$108,070.16.
- 12) Beth presented an invoice from Systematics, Inc. for the furnishing and installing the Conference Room historical document case. On a motion by Paul and seconded by Erik, the Committee unanimously approved a payment of \$7,358.00. Beth noted this was funded by the Community Preservation Fund.
- 13) Beth presented an invoice from Systematics, Inc. for the furnishing and installing signs at the end of the stacks. On a motion by Tucker and seconded by Erik, the Committee unanimously approved a payment of \$506.54.
- 14) Beth presented an invoice from Sarah Vail for the furnishing and installing the window shades in the Program Room and other designated areas. On a motion by Ian and seconded by Linda, the Committee unanimously approved a payment of \$3,930.00.
- 15) Beth presented an invoice from Granite City Electric for spot light track fixtures for the Program Room. On a motion by Erik and seconded by Linda, the Committee unanimously approved a payment of \$312.00.
- 16) Beth presented an invoice from Office Resources, Inc. for the furniture materials and installation. On a motion by Erik and seconded by Linda, the Committee unanimously approved a payment of \$100,351.81.
- 17) Leah requested that the Team provide an accurate cost for the completion of the project before next meeting so she can go to Town Meeting with confidence in the request for \$40,000.
- 18) Leah requested an update on the mop sink and Patrick explained the latest iteration. He noted the mop sink will be raised 6" to 8" off the floor in order to get a pump attached to the drain and allow the existing pipes to drain into the mop sink. The concrete cutting will be minimal. The pump will be in the adjacent unfinished space and be piped into the sanitary lines exiting the building. He noted that Nauset is pricing the work. The Committee consensus was that Nauset/Lundy should do the work for warranty continuity.
- 19) Patrick reported that we are still waiting for the pricing on the 3/4" fire drain pipe extension and the 300 gallon tight tank alarm installation.
- 20) By unanimous consent, the meeting adjourned at 1:45 PM.
- 21) The next meeting is scheduled in Conference Room B at Town Hall on Wednesday, April 2, at 12:30 PM.