

**West Tisbury Library
Building Committee Meeting Minutes
February 5, 2014**

Committee Members: Leah Smith (Chair), Paul Levine, Max Skjoldbrand, Mark Mazer, Linda Hearn and Ian Aitchison
Daedalus: John Christiansen and Richard Marks (via teleconference)
Architect: Not present
Public: Beth Kramer

Leah Smith called the meeting to order at 12:37 PM.

- 1) Meeting Minutes: A draft copy of the January 29, 2014 meeting minutes were distributed and reviewed. On a motion by Ian and seconded by Max, the Committee unanimously approved the minutes.
- 2) Leah presented an invoice from Nstar for the power used at the library during the last billing period. On a motion by Mark and seconded by Ian, the Committee unanimously approved payment of \$944.16.
- 3) Beth presented an invoice she paid for shelving to store the assisted listening equipment in the Program Room. On a motion by Mark and seconded by Paul, the Committee unanimously approved reimbursement of \$54.07.
- 4) Leah presented an invoice from Vineyard Propane for the fire pump generator propane fuel. On a motion by Ian and seconded by Linda, the Committee unanimously approved payment of \$2,035.77.
- 5) Leah presented invoices from Cape Cod Trailer Storage for the monthly rental of storage trailers. On a motion by Mark and seconded by Linda, the Committee unanimously approved payment of \$150.00.
- 6) Leah presented an invoice from Briggs Engineering & Testing, Inc. for soils, steel and concrete testing. Richard advised these costs were in the budget. On a motion by Mark and seconded by Ian, the Committee unanimously approved payment of \$4,752.00.
- 7) Leah presented an invoice from Daedalus Projects, Inc. for the monthly OPM services. On a motion by Ian and seconded by Mark, the Committee unanimously approved payment of \$8,000.00.
- 8) Leah presented an invoice from Oudens-Ello Architects for the costs incurred during their last billing period. Leah noted that OEA did not charge any fees for their continued presence on the project. The Committee noted its appreciation. On a motion by Mark and seconded by Paul, the Committee unanimously approved payment of \$8,090.30.
- 9) Leah presented the Application for Payment from Nauset Construction Corp. for the December construction. On a motion by Paul and seconded by Mark, the Committee unanimously approved payment of \$475,825.16.
- 10) Richard reported the Team is reviewing options for reducing the water flow to the 300-gal tight tank. They are looking to re-pipe the mop sink drain to the septic system, but the elevation of the drain is critical.
- 11) John gave a construction update, noting the finish carpenters would complete the staircase and woodwork this week, and the painters would work into next week. He

- noted the areaway railings were being installed. He reported that the replacement mechanical grills, registers and diffusers were being installed, but some were still backordered.
- 12) Richard advised that the state inspections were delayed a week due to the snowstorm cancellation of the State elevator inspection and State fire inspection.
 - 13) Richard and Leah discussed talking points for her meeting with the Board of Selectmen about getting \$40,000. Among the items were the escalation of construction costs since the start of design, the fact that \$200,000 was a small contingency amount for a \$6.3M renovation/addition budget, the elimination of skylights, wood panels and most of the glass railing. Richard also noted the \$40,000 request was 0.7% of the total cost. John will prepare a handout with building photos for the meeting.
 - 14) John distributed a copy of the latest contingency update.
 - 15) By unanimous consent, the meeting adjourned at 1:42 PM.
 - 16) The next meeting is scheduled in Conference Room B at Town Hall on Wednesday, February 12, at 12:30 PM.