

**West Tisbury Library
Building Committee Meeting
Minutes July 27, 2011**

Committee Members: Linda Hearn, Tucker Hubbell, Paul Levine, Erik Lowe, Mark Mazer, Leah Smith, Chair

Absent Bob Schwartz

Public: Ian Aitchison, Nelia Decker Glenn Hearn, Beth Kramer, Kathy Logue, Max Skjoldebrand

Leah Smith opened the meeting at 8:00 am.

Beth and everyone else that had worked so hard were congratulated for winning the MBLC Grant for \$2.9.

The minutes of 6/24/11 were accepted unanimously as written.

Beth announced that there will be a Grant Recipients' Workshop on Wednesday August 24, 2011, at the Sargent Memorial Library in Boxborough, MA. This is an all day workshop. Attendance is mandatory for Library Directors. They also requested that a member of the Board of Trustees, Building Committee, a staff member and someone from the town staff attend the workshop. Beth, Nelia, Linda, Leah and Kathy plan to attend.

GRANT: Beth told us Rosemary Waltos, Library Building Consultant for the MBLC had advised us that a six month extension would not be advisable. Roe felt that the MBLC Board would not look favorably on this even though since the beginning we had been told this was possible so that we could ask the Town for funds at the annual town meeting. She felt that we should ask for funds at the November special town meeting. Beth had asked her what happened at the MBLC that changed their tone and was waiting for a return call.

Later in the meeting Beth took a call from Rosemary Waltos who explained to her that several of the libraries in earlier grant rounds had asked for multiple extensions and then at the end did not receive the funding they needed. They did not want this to happen this time. She suggested that Beth write a letter to the chairman of the MBLC, Rob Maier, explaining why we needed the extension. She would explain that we had told the April Town Meeting we would ask the Town for funding in the spring of 2012. Politically it would be very bad to ask for funding from the Town in November.

BUILDING COMMITTEE MEETINGS: Leah proposed that we meet every Wednesday morning at 8:00 am except for August 24 when several people would be in Boxborough for the workshop. She also proposed that someone else might like to chair the second phase of the building committee. Everyone agreed she was doing a good job and nobody else was interested in taking over.

OPM: The ad for the OPM is in the Register today and will be in twice. Also both local papers have it in their legal section. Applications need to be in by 8/12/11.

Will we use the same criteria as last time?

Ask applicants how much work they have at present and where the work is located.

We discussed whether or not we were considering rehiring Mr. Lager and reasons why we may not. We will probably choose to have separate OPM and Clerk of the Works. Whoever we hire should be a good communicator and make sure all contractors and subcontractors do their jobs. The Project Manager should be watching costs. LEED will add costs to the project. Ian Aitchison said that architects do not have a good background for figuring costs during construction and we should hire someone that is an expert at costs. The committee thought there was enough expertise within the building committee to keep an eye on this with the help of the Town Treasurer and Town Accountant. The OPM needs to be hired before we can meet with the architects.

TEMPORARY QUARTERS: Tucker Hubbell said his figures were incorrect about the size of the reading room. It is 24'x30'. We would get LEED certification plus points if we moved the building, used it and then sold it after building was completed.

Kathy said the library definitely cannot be moved into the school due to security and traffic reasons. But, it is possible that somewhere on the school grounds might work. She also said double wide trailers would be difficult to have on the Town Hall property because of the new playground and landscaping. Manny Estrella, West Tisbury Fire Chief suggested that we might put trailers at Station One on the West Tisbury Edgartown Road on the right of the fire station.

Depending on costs the two choices would be: The Reading Room at the Town Hall or Trailers at Station One.

Beth is checking into the possibility of use of a desk or the small conference room at the Town Hall for staff use during construction.

Nelia suggested, and will check, the possibility of using the old library for story hour a couple of mornings a week as the organization that rents it only uses it afternoons.

The sub-committee for temporary quarters is Tucker, Kathy, Paul, Beth, and Nelia.

LEEDS CERTIFICATION: Marc Rosenbaum would charge \$175.00 per hour to work with us. His charges for a similar project were approximately \$17,500.00. He would like to have a two day seminar for the Town separate from any library expenses.

Leah said that at the next meeting we would set a preliminary Time Line.

The meeting was adjourned at 9:20 am.

Respectfully submitted,

Linda M. Hearn

