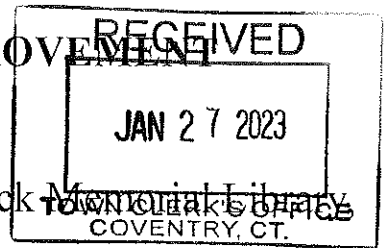


BOOTH & DIMOCK LIBRARY RENOVATION & IMPROVEMENT COMMITTEE REGULAR MEETING MINUTES



Meeting date/time: January 25, 2023. 9:00 am. Booth & Dimock Memorial Library
1134 Main Street

Call to Order: By Chair Walsh at 9:02 am. Roll Call: Deborah Walsh (Chair), James Parda (Secretary), Joseph Jankowski, John Twerdy, Tim Ackert, John Elsesser (Town Manager), Margaret Khan (Library Director), Ron Paolillo (DRA), Dan Lowell (MBI), Tim Brennan (Town Building Official). William Bonney (Vice chair) and Dudley Brand were absent.

Audience of Citizens: Sondra Astor Stave and Rich Pearson (Library Trustee) observed the meeting.

Acceptance of Minutes: December 28, 2022 regular meeting. Motion to accept by Ackert. Second by Twerdy. Motion carries 5-0.

Reports:

*Committee Chair Walsh thanked the guests, Lowell (MBI) and Brennan (Town Building Official), for attending the meeting and anticipated an informative tour of the project.

*Town Manager Elsesser informed the Committee that a letter had been received by MBI that their request for a contract extension had been denied after a meeting with company ownership that was productive. Weekly construction meetings are proving beneficial to improve the pace of work. He also explained the need for a change order to upgrade the building alarm system to be compatible with the new doors and elevator in case of an emergency. Brennan commented that future upgrades may be needed as technology changes.

*Architect Paolillo noted that MBI has begun double tracking their work as he had advised in December.

*Library Director Khan offered options to reduce potential patron-construction encounters, address safety concerns and maintain services. The Town will e-blast potential changes of Library hours.

*Committee member Jankowski assured the Committee that the Library Board is supportive of necessary measures for patron safety and on time project completion. Director Khan will be guiding changes to Library hours and staffing patterns as needed.

*Committee member Twerdy expressed concerns regarding the bolt-thread issue

raised by Brand in December. This matter was raised by Brand while work was in progress. The resolution discussed was to include Brand, as the clerk of the works, in the weekly construction meeting. Lowell said the correction will be addressed with an on-site structural inspection. Brennan supported Lowell and addressed Twerdy's concerns with an explanation of engineered lumber stability and strength and its inclusion in the design and the plans.

Construction:

*Construction meeting and financial reports were handed out to the Committee and Lowell described the process MBI was going through to complete the construction.

*Clerk of the Works – notes on file.

New Business: MBI guided the Committee on a tour of the project and answered all questions.

Old Business: None

Next Committee regular meeting February 22, 2023 at 9 am.

Adjournment: Motion-Twerdy. Second-Parda. Carries 5-0. Adjourned 10:38am

Respectfully submitted:

James Parda

Secretary