

Building & Grounds Committee Meeting

September 29, 2020

2:30 PM

Present: Peter Sugar, Chair; Dennis Picker; Barbara Myles, Library Director

1. Discuss FY2022 budget to submit to the Capital Planning Committee and Community Preservation Committee

Peter Timothy's (AM Fogarty Associates) cost estimate for the parapet repair project arrived. The \$300,993 cost estimate was for construction in spring 2021 but the soonest we will be ready for construction is fall 2021. Peter changed the cost escalation from 2% to 6% (\$18,000) and added a 10% to 15% construction contingency (\$31,899). Simpson Gumpertz and Heger will provide engineering oversight and water testing after the repairs are made (\$45,000). These revisions bring the cost of the project to approximately \$400,000.

Motion to submit a budget of \$400,000 to both the Capital Planning Committee and the Community Preservation Committee for the parapet repair project.

Vote: Yes=2, No=0

2. Discuss FY2022 maintenance budget to submit to the Capital Planning Committee. One of the supporting documents we have sent to the Capital Planning Committee each year is a projected budget based on four year averages of building expenditures by category. Dennis stated that using these averages to predict future spending is not accurate. There was agreement that this document will not be sent to the Capital Planning Committee. The past four years' average yearly building maintenance spending was \$50,000. A list of all of the prior four years of expenditures by category will be submitted to the Capital Planning Committee as we usually do.

Motion to submit a \$50,000 building maintenance budget to the Capital Planning Committee that includes \$3,000 for unforeseen expenditures.

Vote: Yes=2, No=0

3. Discuss sculpture donation

The donor's agent has the library's new Tangible Gift Policy that states there can be no conditions for any gift. The agent is concerned that the donor will not want to make an unrestricted gift because she wants the library to promise to keep the sculptures on display for at least 20 years. Peter spoke with Andrew Glass, Chair of the Historic District Commission, to find out if the library needs to request a Certificate of Applicability and meet with the HDC about the sculptures. Andrew told Peter that we do need to go before the HDC. Plus, the HDC wants pictures of what the sculpture will look like in their places at the library. Peter will draw these pictures. Barbara will follow up with the agent on October 5 if she does not hear from the agent before then.

4. Fire pump repair

The forensic engineer hired by the insurance company (MIIA) did not discover the cause of the fire in the fire pump's motor. The insurance company will only pay for replacing the fire pump's motor. There was agreement that this is not acceptable because there could be a

problem with the controls. Without determining the cause of the fire and correcting it, there is a likely chance of another fire. Barbara was directed to forward the insurance company's email message to Dan and tell him that we are requesting a letter from Town Counsel that will force the insurance company to determine the cause of the fire. We need a functioning fire pump to protect the library in case of fire.

Meeting adjourned at 3:20 p.m.

Respectfully submitted,
Barbara Myles
Library Director