

Building & Grounds Committee Meeting

November 22, 2021

4:00 PM

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

1. Discuss Jeff White's proposal for an engineering study of boiler replacement options.

Jeff White's November 15 proposal for engineering services is based on the discussion we had at the October 15 Building & Grounds Committee meeting. Instead of considering only replacing the boiler, he advised us to consider all the HVAC equipment so we can: phase out on-site fossil fuel utilization, provide adequate air circulation and filtration in all areas of the library, optimize installed costs, reduce operating costs, maximize efficiency, and provide a system to minimize maintenance while providing longevity.

The fee for these engineering services is \$25,000. Our funding request to the Community Preservation Committee in September was \$12,000. Peter wrote a draft memo to the CPC explaining that we are asking to increase our funding request to pay for the broader study. Minor edits to the draft were discussed and accepted. We voted unanimously to approve the memo with those edits and send it to the CPC and the library trustees. Dennis wrote a conceptual timeline for performing the HVAC projects that are included in the proposal. This timeline will not be included in the application but will be available for discussion when we meet with the CPC.

2. Discuss parapet repair project.

Colleen Wilkins (Lincoln's Finance Director) told us that we can use funds that were approved at the spring 2021 Town Meeting to pay for revisions to the bidding documents, so Peter asked Michael Louis (Simpson Gumpertz and Heger) to assign a project manager to our project and begin this work. This work must be finished before March 2022 Town Meeting so we can put this project out to bid immediately after Town Meeting. If we can get started early in the construction season, more contractors should bid on this project. Michael explained to Peter, however, that SGH is down four project managers and that he could not promise that the revisions would be completed before March 2022 Town Meeting. When Barbara spoke to Michael on November 19, Michael was more optimistic.

3. Memorial Plaque for the Bob Lager memorial tree.

Bob Bottino and John Neri installed the memorial plaque on November 18.

4. Minutes of October 15 meeting.

The minutes of the October 15 meeting were approved as edited.

Vote: Yes=2, No=0

Meeting adjourned at 4:30 p.m.

Respectfully submitted,
Barbara Myles
Library Director