



meeting minutes #5 DD

architecture

engineering

management

project name: Town of Monterey
Library Addition

project no.: tom-4020

meeting date: 03.29.18

issue date: 04.11.18

present:

Mark Makuc-Library Director, Dan Pallotta-Project Manager, Lauren Stara-MBLC, Mickey Jervas, Lisa Smyle, Mary Paul Yates(online) -Trustees, Kenn Basler-Selectman, Ann Canning-Resident, Rebecca Tamol-Kay-edm

distribution: Attendees & Monterey Library Board of Trustees

Meeting with Lauren-MBLC at 3 pm:

- Lauren has concerns about not making any changes to the building as requested by the MBLC review board. The Library Committee had reviewed all of the items and did not want to proceed with any of them.
- Mobile work station in the circulation area: motorize table top.
- 2 stationary computer stations/table are needed.
- Send Lauren furniture layout when complete.
- Lauren likes the higher specialty toe kick we designed for the HVAC.
- Make sure the AV, video & audio talk to each other
- Make sure that the light switches are located close to doors & entrances to rooms.
- AV equipment in Storage Room tucked above basement stairs.
- Verify new basement ramp size.
- Double French doors from the lobby into the Multi-Purpose Room (ability to pin one door shut)
-

Meeting with the Library Committee at 4 pm:

- No meeting minutes.

Cost Estimate Review

- \$2,300,000, project cannot exceed this amount (not including fundraising).
- \$250,000 contingency.
- Why is the cost higher than from SD? The last one was done 18 months ago & modifications were made to the design.
- Alternates will be used in final bid in this order:
 1. Concrete retaining walls instead of segmented retaining walls
 2. Metal Roof instead of membrane roof on back addition
- The generator will be removed from alternate list and provided privately at a later date (hook-up for the generator will be included in the base bid)
- Chimney will be removed, a new half round window will be installed to match the existing.

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Finish on the concrete foundation was chosen to be EIFS with wire mesh(stucco look, color TBD).

General Discussion:

- The Planning Board meeting went well. The continuation of the Conservation Commission meeting is coming up, all hands on deck for show of support.
- The library board would like to see the CD set at 50% to review, they would like 2 weeks to do the review.

Next Meeting:

- April 11th at 4 pm (temporary, actual date TBD)
- Review finishes
- LEED discussion