

**MEETING OF THE MONTEREY LIBRARY TRUSTEES
and the
MONTEREY LIBRARY BUILDING COMMITTEE
Held at the Monterey Library August 9, 2018**

PRESENT: Trustees:

Ann Canning, Shannon Castille, John Higgins,
Mickey Jervas, Lisa Smyle and MaryPaul Yates

Library Director: Mark Makuc

Building Committee: Kenn Basler, Mickey & Mark
Absent - No One on either

Building Support Team:

Dan Pallotta, P3, Owners' Project Manager

Tim Eagles, edm, architect

Select Board Members: Don Coburn and Kenn Basler

Meeting was called to order - 7:05pm.

Project Manager, Dan Pallotta took the lead. The budget figures Dan brought with him were slightly outdated; he will send updated figures by e-mail. The library project was put on-line June 28th. Sub-contractor bids were opened July 18th. General Contractor bids were opened August 2nd. The lowest GC bid was almost 18% over estimated cost. While not a game breaker it does mean we have to look at some options, and it put the support team to work.

Dan advised us of the need for a cushion of 5% above the GC contract for unforeseen expenses. He suggested taking the furniture allowance out of the budget and if needed having the Friends raise those funds at a later date. We still had to free up at least an additional \$80,000 in funds not committed to any known or expected costs.

Dan told us there were three ways we could approach obtaining funds: First, go back to Town Meeting. We are not willing to do that. Second, adjust the scope of the design. We could look at that. And third, private funds. This was an option for us. We decided to look first at the scope of the project to see where we could cut some costs.

Tim had a close look at the numbers and presented us with a list of possible savings. We were not about to eliminate the deck, or its solid foundation. Nor was ADA access to the rear of the building and the river an option. And so it went. The design of the building and its features had been worked on over a long period of time and all felt that they were important to the structure. We agreed that we

didn't need to include a new flagpole, the interior basement steps could be solid wood instead of rubber treads over plywood, and a wood handrail was as acceptable as steel. Other than those three, please let the design stand

MaryPaul made a motion to: Accept items 10, 12 and 13 [eliminate new flagpole, change steel basement handrail to wood and the stair treads to solid wood in lieu of plywood with rubber tread/riser finish in the budget] as proposed in Construction Cost Reduction Items, presented by edm, dated August 9, 2018. The motion was seconded by Ann and passed with a unanimous vote of the board.

Because the contract needs to be awarded at the full amount of the bid, we still needed to raise \$80,000. We discussed making a request to the Friends to allocate this amount to the building contingency fund. Dan said with that pledge we could move forward.

Throughout the winter and early spring, before State grant funds were available, the Friends were able to pay the bills to keep the Support Team working, all without any Town funds. The Friends had told us how much they had available and are able to cover the \$80,000 needed. Once again everything can keep moving forward.

John made a motion to: Recommend that the Select Board move forward with a Notice to Proceed with Awarding the Contract to Allegrone Construction Co Inc, subject to a pledge of \$80,000 from an outside source [the Friends]. The motion was seconded by Shannon and passed with a unanimous vote of the board.

Dan reminded us that the contract must be awarded before September 2nd. The Friends will meet on Monday, August 13th, to approve the commitment of \$80,000. The Select Board at their meeting on Wednesday, August 15th will sign a letter to Allegrone Construction awarding the contract to them and reminding them of their legal duties which are due within five days.

The meeting was adjourned at 8:31pm by motion made by John and seconded by Ann.

NEXT MEETING: Monday, September 10, 2018 7pm

Agenda - Review FY18 financials & attendance
Book sale receipts & Building program

Submitted by: Mickey Jervas, Secretary