

**DRAFT Vineyard Haven Public Library Building Design and Construction Committee**

**Meeting Minutes for Friday, February 14<sup>th</sup> 2020**

**Held at the Vineyard Haven Public Library**

Committee Members Present: Hal Garneau; Paul Munafo (Chair); Sandy Pratt (Ex-Officio); Ben Robinson; Amy Ryan (Ex-Officio). Committee Members absent: Andrew Flake (Vice-Chair); Jim Norton.

Also attending via teleconference: Maryann Thompson and Doug Jack from Maryann Thompson, Architects (MTA); Paul Bannon and Anthony Padovano from Bannon Custom Builders

Meeting was called to order at 12 p.m. DJack presented via screenshare the design detail package used as basis for new cost estimate, including landscaping plan, details of eves and foundations, window and door details, finishes for each area and appliance schedule, and initial version of structural details. DJack next presented diagram of Heating, Ventilation and Air Conditioning used for cost estimate, for new construction and renovated areas only. BRobinson questioned whether new radiators included in plan should be propane or electric. DJack confirmed that plan presented used existing propane boiler and that MTA's engineer could research alternatives.

Meeting then reviewed the cost estimate dated February 7th from Bannon Custom Builders. Bannon staff described the methodology of the estimate. They reached out to 20 to 25 contractors for pricing information. Escalation is included. DJack noted that the estimate is similar to a contractor bid so does not include many soft costs and anticipated fees. DJack presented his spreadsheet combining Bannon estimate figures with soft costs based on methodology recommended by IAitchison and used in conceptual design phase estimates.

Estimate includes zinc-coated copper roof and other high-end materials. PBannon noted that lower-grade metal roofing may not be covered by warranty due to project vicinity near saltwater, and questioned whether Town would waive permit fees for Town project. DJack noted that MTA's engineer had reviewed the mechanical and electrical sections and thought these might need to be higher. Committee members also suggested audiovisual line should increase. HGarneau questioned if estimate reflected "Island factor" and PBannon confirmed it was based on his experience with many local projects since 2010. BRobinson asked Bannon staff if anything stood out to them as expenses that could be reduced in design and PBannon identified roof materials and interior oak finishes. Discussion followed on different woods or veneer.

MThompson reported on further discussion with Assistant Attorney General Debbie Anderson. Project can apply to A.G. to waive union requirement if funding comes from private rather than public funds, but would still require Division of Capital Asset Management and Maintenance (DCAMM) certification, prevailing wage, and 50% bonding. ARyan reported that Construction Manager at-risk might only be an option for projects over \$5 million, and MThompson suggested that using CMAR might not be an advantage. MThompson will continue discussion with A.G.'s office and request application information. Bannon staff left the teleconference at 12:45 p.m.

BRobinson questioned if clerestory window should be reconsidered, and ARyan suggested carpet would have advantages over wood floors in addition. Consensus from the group that both these ideas be priced for next version of estimate. Committee reviewed an email from JNorton suggesting alternate layout for addition parallel to existing reading room. Meeting then reviewed the solar proposal dated February 7th from Harvest Sun Solar, for solar arrays to be placed on existing roof, not addition.

HGarneau requested that additional images for fundraising and presentation to the public would be helpful and it was agreed that MTA would work to deliver new images including reading room rendering prior to Town Meeting on March 31st. A community meeting will be planned prior to moving to Construction Documents phase. DJack will also start a deduct list for preemptive value engineering for lower cost materials. Consensus that goal is to keep construction cost below \$1.5 million (not including soft costs and landscaping). Teleconference was ended at 1:15 p.m. Further discussion among Committee about the clerestory window ended with a consensus preference for eliminating it in favor of a north gable window. ARyan will communicate that to DJack at MTA.

Minutes for meetings on October 31st, 2019 and January 3rd, 2020 were approved.

ARyan reported on meetings she attended in January with Town Administrator Jay Grande and Town Selectmen Melinda Loberg; and with JGrande and Facilities Manager Kirk Metell. Discussions were on warrant articles planned for FY2021 for deferred maintenance on the library building that are still under active discussion. Meeting adjourned at 1:35 p.m.

Respectfully submitted,  
Amy Ryan

Approved xxx \_\_\_\_\_