

MARLBOROUGH LIBRARY MEETING MINUTES

Project:	Marlborough Library	Meeting Date:	July 16, 2020
	Marlborough, MA		
Гime:	6:30 PM	Meeting Location:	Teams Conference
			(Remote)
Meeting:	10	Report By:	Alicia Monks
Attending:	Margaret Cardello, Library Director Andy White, Facilities Supervisor* John Irish, City Councilor* Dennis Cavanaugh, Community Member* Samantha Khosla, Library Trustee* Tom DiPersio, City Engineer* Tom Abel, Library Trustee* *Voting Committee Member	Scott Parmenter, City IT Department (hosted the meeting) Wilson Chu, Asst. City Clerk Mallory Demty, LLB Architects Tom Gatzunis, Daedalus Projects Alicia Monks, Daedalus Projects	
Absent:	Steve LeDuc, Community Member* Vinny Farese, Community Member* Steve Kerrigan – City Clerk*	R. Drayton Fair, LLB Architects Mark Gibbs, City IT Director	
Item		-	Action
10-1	 Meeting Minutes Andy White made a MOTION to APPROVE the June 10, 2020 meeting minutes. Samantha Khosla SECONDED the motion. Roll call vote: Andy White, John Irish, Samantha Khosla, Tom Abel, Tom DiPersio, and Vinny Farese were all in favor. Motion was unanimous. 		
10-2	 Director's Update The library been working with LLB to re like the Circulation, Reference and Child There was a meeting with Andrea Bunke Design Development drawings. There we discussed. 		
	- The MetroWest Daily News printed an article based on outdated information stating the library would be moving to the Walker Building soon. This has caused confusion for the patrons. The staff continue to work to relay the accurate information.		
10-4	Cost Estimate and Budget Review Alicia reviewed the project budget and recent Design Development estimate. The project is on budget if not the tiniest margin under budget.		
	Assumptions that were included into the estim - \$100,000 for unknown ledge. Even the will be minimal ledge, historically the construction projects within the City.		



	 \$250,000 to rebuild the currently concealed window at the Carnegie. Existing evidence suggest very little of the original window remains. It was agreed that a complete historic replication would not be financially appropriate. LLB will come back to the Committee with window simulations options and an estimate of costs. There was a suggestion that photos accompanied by a story of the window be posted at the interior of the library adjacent to the window. A MOTION to APPROVE the Design Development project budget as presented, thus allowing LLB Architects to proceed with Construction Documents, was made by Tom DiPersio and SECONDED by Andy White. Roll call vote: Andy White, John Irish, Samantha Khosla, Tom Abel, Tom DiPersio, and Vinny Farese were all in favor. Motion was unanimous. 	
10-3	Design Review Mallory reviewed the latest refinements made by the design team. The designs of the Reference, Circulation and Children's desks were reviewed. The design for the Young Adults Room and Children's Room were reviewed including the floor finishes and lighting plans. The plan to refurbish and reuse the mid-century modern furniture primarily in adult area was discussed. The main stair design was shared which includes a bench area.	
10-4	Schedule A 75% Construction Document set will be cost estimated this fall. It is anticipated that LLB will wrap up the Construction Documents in mid- November. This drawing set will then wait until the Mayor's Office authorizes the Committee to proceed with the bidding and construction process.	
10-5	Adjournment The meeting was ADJOURNED,	
	The next meeting will be August 13, 2020 at 6 PM at the library to review exterior material options.	