

**WEST TISBURY LIBRARY  
BUILDING COMMITTEE  
MINUTES 1/13/2011**

Committee Members: Linda Hearn, Tucker Hubbell, Paul Levine, Mark Mazer, Bob Schwartz  
Absent: Al Devito, Leah Smith  
Public: Glenn Hearn, Beth Kramer, Kathy Logue, Dan Waters  
Architects: Matthew Oudens

Paul Levine, Vice Chair, called the meeting to order at 3:35 pm. He then reminded the committee against sending e-mails back and forth as it against the open meeting law. The first order of business was to vote on two sets of minutes. The minutes of 12/17/10 were unanimously accepted as corrected. The minutes of 1/6/11 were unanimously accepted as written.

Tucker Hubbell reported that he met with the Planning Board at their meeting, Monday, January 12, 2011, and they agreed to write a letter to the Massachusetts Board of Library Commissioners (MBLC) to waive the six parking spaces normally required by the Town.

Beth presented two bills to the committee. One was for \$960.00 to pay for Beth's time that she spent working on the grant. Motion to pay was made by Mark Mazer and seconded by Tucker Hubbell and approved unanimously. The next bill was for \$4,400.00 to Briggs for their geo-tech work. Motion to pay was made by Mark Mazer and seconded by Tucker Hubbell and approved unanimously.

The committee is still waiting for reports from Briggs, Geo-Technical; Craig Saunders, Water Testing; and the West Tisbury Fire Chief. These items all need to be included in the grant which is due on January 27, 2011.

Various line items on the estimate were then discussed:

- Tucker Hubbell felt the price for shingles for both the existing and new building seemed extremely high.
- The septic system figure can be reduced significantly because of input from Chris Alley, at Schofield, Barbini & Hoehn and an estimate from John Keene Excavation.
- If the contingency fee was lowered by several percent, it would save money.
- Discussion of excavation. 30% of material probably would be used for backfill.
- Committee felt is essential to keep in all of the green/LEED elements and go for LEED certification. As percentage of LEED costs will be reimbursed by the MBLC after the project is completed.
- How the bottom line could be lowered was discussed at length. Some items such as staircase, toilets, windows, handicapped ramp, porch, sink, doors, sheds shrubs and pavers will be designated 'work done by owner' and will be done by local people before actual construction begins. These items will be removed for the estimate.
- A conference call between Matt Oudens, Tucker Hubbell, Mark Mazer and the Consigli estimator will be set up as soon as possible to discuss various items on the estimate.

- Furniture allowance should be reviewed.
- Matt will speak to Mark Rosenbaum to see if any of the green aspects could be lowered to save money, such as making the windows triple glazed instead of quadruple glazed.
- Percentage of construction to soft cost percentage seems high. Matt asked to check architect/engineering and OPM fees.

The tank or tanks for the sprinkler system will be located under the sidewalk area of the parking lot. The sprinkler system is required by the most recent building code.

Matt explained that the estimated for the schematic design stage was usually very conservative and thus rather high. It is very preliminary as the estimator does not have that many details on which to base their estimate. The estimate should be much tighter in the final design part of the program.

Kathy Logue explained that there was a sum of money available that was left over from the Town Hall building project that was available for use by another 20 year bonded building project. How much need did we have for this money as the feasibility study for the police station also has a need for funds. Linda and Dan both said we had some money available in the Foundation to begin the next phase. Money might be needed if we get the grant so that the architect could begin design work before we get additional money from the Town Meeting. It was also felt that it would not be advisable to add another article to the warrant from the library this year that asked for money.

A draft of the grant will be presented to the selectmen at their January 19 meeting for them to sign. Their signature is only one of many needed on the grant application.

Respectfully submitted,

Linda M. Hearn

Dates to remember:

- January 19, 2011 – Selectmen’s meeting
- January 24, 2011 - Next Forum
- January 27, 2011 – Grant due to MBLC