

Old Library Accessibility Committee
Meeting Minutes – August 27, 2018
Old Library, 7 Fairbank Street, Harvard, MA

Members Present: Pete Jackson, Mark Mikitarian, Lucy Wallace
Guests Present: Marie Sobalvarro, Assistant Town Administrator; David Pollak, Abacus

The meeting was called to order at 1:45 PM by Chair Lucy Wallace.

Administrative

The minutes of the August 8, 2018 meeting were approved as presented.

The following invoices were approved for payment:

The Harvard Press	\$252
Projectdog, Inc.	\$675

It was moved, seconded and unanimously voted to authorize the Chair to approve invoices for payment up to \$5,000; invoices greater than \$5,000 will require Committee approval.

Pete Jackson announced that the Garden Club believes the rhododendron around the building are worth saving if a place to relocate them to can be found, including around other town buildings. The Garden Club offered to oversee their removal. Possible town sites mentioned were the High School and Hildreth House. The other plants are not worth saving.

Bidders' Walk-through

David Pollak opened the bidders' walk-thru with a brief explanation of the nature of the project. Marie Sobalvarro made note of those present, their questions, and answers. She will coordinate with David to have the questions and answers posted to Projectdog by Wednesday morning. Upon completion of the walk-thru the contractors and sub-contractors left.

Modifications to Plans

David suggested that Abacus issues an addendum to the construction documents (CD's) to include laying a biodegradable meshmat over the steeper sloped areas of the site adjacent to the pathway. This area is generally on the south side of the site. The Committee agreed with his recommendation.

A question arose during the bidders' walk-thru regarding replacement of the basement window in the small utilities closet. The window is currently blocked on the exterior by the existing stairs and landing and on the inside by a plywood panel holding electrical components. Replacement of the window would require additional electrical work to remove and then reinstall the panel. David suggested filling the opening from the outside with marine plywood, painting it and, given its location, hiding it with a plant, such as a rhododendron. The Committee concurred with this recommendation. David will modify the CD's accordingly.

Lastly, David pointed out that the brick around the existing doorway and vestibule window needs repointing. The Committee agreed; David will so note in the CD's. The Committee also noticed the recently-installed radio fire alarm antenna on the exterior of the building where the vestibule joins the

building. Lucy will speak to Town Administrator Tim Bragan or Marie Sobalvarro about the decision to locate the antenna in that spot and see if it can be moved to the rear of the building.

Meeting adjourned at 3:15 PM.

No future meeting date was set.