

# Mont Vernon Library Building Committee Minutes

April 5<sup>th</sup>, 2024

- I. The meeting was called to order at 1:05 p.m.

Name	Role	Present
Bill McKinney	Chair	✓ Via Zoom
Mike Jungers	Member	Absent
Cindy Raspiller	Advisor – Library Trustee	✓
John Quinlan	Advisor – Selectmen	✓
Anne Dodd	Advisor – Daland Trustee	✓
Bonnie Angulas	Advisor – Library Director	✓
Stack Clark	Turnstone Corporation	✓
Tony DaCosta	Turnstone Corporation	✓
Ethan Preston	Preston Excavation	✓
Ben Crosby	Mont Vernon DPW	Absent

- II. Public Comment – None
- III. Raspiller introduced Ethan Preston to those he didn't know and commented that Ben Crosby was absent due to the significant storm the prior two days.
- IV. Quinlan gave a brief recap of the Town Meeting votes, noting that the library passed with 61.6% of the vote (358-Yes vs 223-No with 581-Total) and the road passed easily (261-Yes vs 156-No with 417-Total). He congratulated the team and reiterated that the Select Board is committed to completing both projects, even though not all members personally supported the projects.
- V. Quinlan clarified that the Library Project schedule drives the schedule for both projects and indicated that he requested the meeting to talk with both CMs about:
  - How we initiate both projects,
  - How they will coordinate areas of crossover between the projects,
  - Developing an initial project timeline.

He clarified that Ben Crosby will be serving as the clerk of the works for the road project. Preston doesn't believe that there will be significant

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demands on his time since their project manager is very experienced and the project is relatively small.

- VI. Quinlan updated the group on the bond application process and indicated that he believed they had all the preliminary information that they needed, although they might adjust the schedule if new information is available before they submit the final application to NH Municipal Bond Bank in late April. He indicated that they expect to have the bond proceeds in August.
- VII. Raspiller mentioned that she is working on a timeline showing when the various sources of funding will be available.
- VIII. Preston clarified that the road project will take ~6 weeks total. Because this is a relatively small job, they prefer to have as much flexibility as possible to complete the work. He indicated that they would not require a deposit but would rather bill ~50% at the project midpoint, bill an additional 30% at substantial completion, with the balance due on contract closeout.
- IX. Clark indicated that Turnstone does not foresee breaking ground on the library project until Phase I of the Road project is complete, or at a point that both CMs agree is appropriate. They need to meet with the full LBC and determine where adjustments need to be made to the DSK drawings and specifications package and where changes made during the Value Engineering process and comments from the Building Inspector can be communicated through simple addenda instead. While using addenda is easier and avoids additional design cost, it can lead to errors in the field. The full LBC is meeting on 4/10 due to the storm on 4/3 and 4/4. After discussion, it appears that the groundbreaking on the library project is likely to be around Labor Day. Angulas reminded the group that when the building is completed, the plan is to do a "house-to-house" move so that a completion date NLT 12/1/2025 would be ideal to avoid moving in winter weather.
- X. Sprinkler System
  - There was discussion on how the sprinkler system can best be incorporated into the project including potential locations for the fire pump (mechanical room vs. exterior pump house). Dodd recommended using a design/build approach. McKinney advocated for having the same CM manage both the sprinkler and building projects and the LBC agreed. Turnstone agreed to add the system to their scope to avoid potential accountability and coordination issues. They will bring forward a recommended fire protection system firm for LBC approval. There will also be a need for Civil Engineering support to design the wet well and the cistern.

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- The final system design will clarify the final size of the cistern (10-12K gallons) and the selected fire pump (electric vs diesel, vertical vs horizontal). The pump will determine whether a separate pump building is required.

## XI. Permit Status

- McKinney clarified that the Building Permit Application has been submitted and is under review by both the MVFD and the MV Building Inspector. They have all the plans; have made comments and we have responded to their comments.
- Raspiller reminded the group that the NH AOT and Wetlands permits were both issued by the State of NH for both projects expire in April 2025. Meridian can apply for extensions of both permits once the construction schedule is more firmly established. The Septic Permit was issued at the same time but expires this month.
- Raspiller noted that the NEH Grant requires that the pending NEPA review be completed and approved before groundbreaking for either project. Clark noted that this process has been time consuming on another local project they are involved with.

## XII. Long Lead Items

- Turnstone noted that recent NE storms may have affected transformer availability. Dodd reiterated an earlier LBC decision that the transformer should be leased from Eversource rather than purchased. She also noted that the transformer location has been revised to avoid having to have the power cross under the road.
- DaCosta indicated that the fire pump may be a long lead item and will likely be installed through a hatch in the roof.
- DaCosta indicated that adding the sprinkler system will eliminate the need for fire-treated roof trusses. This will allow for a greater number of vendors and potentially reduce the cost. Like the sprinkler system, this is a Design/Build item that will then have to be approved so roof trusses are also long lead items.

XIII. Corn Field – Dodd reported that Lou Springer of the Cemetery Trustees is open to having corn on the Cemetery area of the site. Between the area that Preston indicates may be disturbed during construction of the road and the library site footprint, the consensus is that the entire area controlled by the Library Trustees should not be planted in corn this year.

XIV. Project Billing – Clark asked how billing would be handled. Raspiller clarified and Quinlan concurred that the billing would be handled through the Town, who would then be reimbursed by the various sources

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of funds pledged to the project. The order in which funds will be spent will be based on funding organization requirements. NEH and NHMBB bond funds both require their funding to be used in a timely manner so would likely be the first funds used. Clark indicated that Turnstone is using 9/5 as a tentative start date to allow for completion of the Phase I of the road after the town has received the bond proceeds.

## XV. Action Items

- Clark will review email traffic between DSK and the Building Inspector and share if the LBC and Dodd were not all copied and confirm that the new Building Inspector is in the loop.
- Raspiller will ask Meridian to apply for a two-year extension of the Septic Permit to assure that construction can be completed before the updated permit expires.
- Clark will provide contact information for an alternate NEPA consultant if the local resources are not available or not adequate to complete the effort in a timely manner. Raspiller will investigate the process to assure it is moving forward.
- Raspiller will ask Meridian to flag the demarcation line between the Library and Cemetery property on the overall site. Quinlan will notify the farmer that they should only plant corn north of the flagged line if they plan to use the site at all this year.
- Dodd will communicate the power requirements to Preston so that he can coordinate the transformer design work with Eversource. Turnstone will support the effort as needed since this would normally be within their scope.
- LBC (Hamilton) will supply details on the outcome from the VE effort to Turnstone to make sure we are all on the same page. Will cover at 4/10 meeting and develop any required plan forward.
- Clark will prepare a project cash flow estimate for the Turnstone scope and begin drafting an addendum to the contract signed last year to include GMP.
- Quinlan will assure that Preston has the latest civil engineering plans from Oak Engineering, representing recent changes to address concerns raised by the Conservation Commission.

## XVI. Future Meeting Schedule

- Library Building Committee – April 10<sup>th</sup> 7:00 PM @ the library.
- Library Trustees – April 11<sup>th</sup> 7:00 PM @ the library.

X. The meeting adjourned at 2:39 PM.