

**Vineyard Haven Library Building Design and Construction Committee
Meeting 2pm Wednesday May 11, 2022
Vineyard Haven Public Library, 200 Main Street, Vineyard Haven, MA**

Present (in-person): Andrew Flake, Jim Norton, Ben Robinson, Amy Ryan, Arch Smith

Attending via Zoom teleconference: Paul Munafo, Sandy Pratt, Doug Jack, representing Maryann Thomson, Architects (MTA)

Meeting came to order at 2:10 PM.

The meeting began with agenda items Air Quality Improvement, Deferred Maintenance, and Capital Improvements.

ARyan, ASmith, and AFlake briefly described meeting they attended on May 3rd, 2022, with Town Administrator Jay Grande, Select Board member Larry Gomez, and other department heads involved with infrastructure and facilities, for the discussion of moving the library's deferred maintenance projects forward. Various serious issues with the library building were discussed at that meeting. The Town Administrator had noted that town staff and administrative resources are consumed with the Tisbury School project, but that it was desirable to begin to plan and prioritize to address the library issues. Some funding has been approved for library repairs including design and engineering work, but additional funding would likely be needed, possibly through a warrant article at an upcoming Town Meeting. The possibility of grant funding also discussed, but would require projects to be "shovel ready."

DJack who had also been present at that meeting, suggested next step could be to create a small set of construction documents for the following projects:

- 1) HVAC overhaul (replace entire air handler system, remove all mini-splits, leave baseboard heat in place)
- 2) Spray insulate the inner roof, anticipating energy use will drop
- 3) Replace asphalt roofing

DJack noted these items would not do anything that the addition would require to be redone. The porticos on the roof might need demolition as part of the roof repairs, in order for roof to be ready for solar panels, which would be a later project. Would include some carpentry to add grills and vents for air distribution, and trim repair as needed with roof repairs.

The plumbing and septic issue requires more investigation and DJack will plan a site visit on Monday May 16th with Larry Roy (MEFP Engineer subcontracted to MTA) to look at plumbing system in order to determine if it is a design or repair issue.

ARyan noted that the Town is considering the possibility of connecting the library in to the town sewer system if it were extended to the Harbor Master's office, which is under discussion.

Discussion followed on costs and funding including the need to confirm available funds and how they can be applied to the various projects. Rough estimate costs for projects that DJack listed could be 500K or more. BRobinson suggested the Building Stabilization Fund as a possible funding source.

Discussion on project phasing concluded that the roof and insulation could be done first, with full HVAC overhaul as second phase project if existing funding is insufficient. If HVAC is delayed, may be need for interim repairs on the existing system (that may require use of some funds from existing warrant articles). Town DPW will need to evaluate what needs to be done to have functioning system for the summer. The roof will also need to be evaluated, with consideration for solar as proposed. Estimated cost for solar is \$118,000, with payback over 9 years.

Discussion on how to bid the work and need for General Contractor to oversee the work on site, concluded that it might be feasible and desirable to put out a bid for a General Contractor who would be in charge of getting his own subcontractors.

Committee determined next steps would be to have DJack/MTA write up a design services proposal, and to check in with Jay Grande and the Town Accountant on procurement and use of funds.

Minutes for meeting on December 1, 2021 were approved unanimously.

ASmith briefly noted fundraising achievement and plans for summer events.

There being no updates or discussion on other agenda items, BRobinson moved to adjourn, seconded by ASmith. Meeting adjourned at 3:15 PM.