

# Vineyard Haven Public Library Building Design and Construction Committee

Meeting Minutes for Friday, December 28, 2018

Held at the Vineyard Haven Public Library

**Committee Members Present:** Paul Munafo (Chair); Hal Garneau (Secretary); Amy Ryan (Ex-Officio); Ben Robinson; Ian Aitchison; Sandy Pratt (Ex-Officio)

**Committee Members Absent:** Andrew Flake (Vice-Chair); Jim Norton; Johanna Kobran

**Guests Present:** Akeyah Lucas (Library Trustee)

Paul Munafo called the meeting to order at 9:28 a.m.

Ben Robinson moved to accept the minutes from the December 20, 2018, September 12, 2018 and September 26, 2018 meetings as written as well as to accept the minutes from the November 2, 2018 and November 6, 2018 meetings with corrected dates. The motion was seconded by Ian Aitchison and passed unanimously by all those in attendance at those meetings.

Amy Ryan informed us that a meeting has been set up on Wednesday, January 2, 2019 for our committee to meet with the Town Administrator, Town Facilities Maintenance Manager, Town Contract Specialist and Town Counsel regarding the contract submitted to the building committee by the architectural firm of Maryann Thompson. At that meeting it is expected that Town Counsel and the others will inform our committee of any additional language and any slight changes they would like to insert into the contract as per Town conventions.

Ben Robinson commented that he had spoken this morning with Town Administrator, Jay Grande, who told him things were moving along and felt a contract would be executed within the next two weeks. This was good news for our committee and we briefly discussed the upcoming meeting.

Amy then turned the discussion to our committee's meeting schedule with Maryann Thompson Architects. In anticipation of a contract being signed by mid to late December, Amy reminded the committee that a first meeting had been scheduled with the architects for January 7th. A follow-up meeting had also been scheduled for January 14th and our first public input meeting hosted by the architects had been scheduled for January 24th. Even with the unanticipated delay by the Town in accepting this contract with the architects, Amy expressed the hope that we could still proceed with this optimal timeline of meetings to keep the project on track.

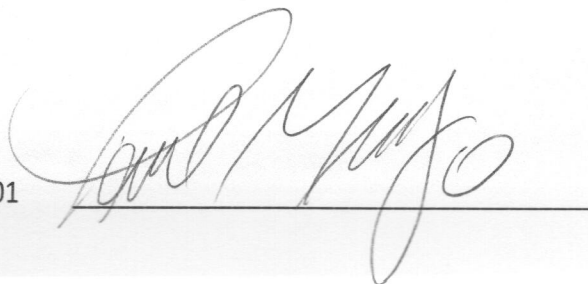
Amy said she would contact Maryann Thompson to see if it would be possible to still go forward with that first January 7th meeting even if the contract had not been signed by that date, with the knowledge it would be soon. Hal Garneau remarked that if the terms of the contract are worked out to the satisfaction of the Town at our January 2nd meeting, our committee members should attempt to make the Town Officials see the importance of signing and returning it to the architects straightaway.

Our next meeting has been scheduled for Wednesday, January 2, 2019 at 11:30 a.m. at the Tisbury Town Hall.

The meeting was adjourned at 9:59 a.m.

Respectfully submitted,  
Hal Garneau

Approved 1/2/2019



A handwritten signature in black ink, appearing to read 'Paul Munafo', is written over a horizontal line. The signature is fluid and cursive.