

**Abbott Library Board of Trustees Minutes**  
**Sunapee Safety Services Building – June 6, 2012**  
**Approved**

Trustees: Terri Jillson White, Chair; Peter Urbach, Assistant Chair; John Wilson, Treasurer; James Gottling, Secretary; Barbara Hollander; Jean Molloy; Peter Spanos  
Alternates: Anne Nilsen  
Director: John Walden  
Others: Sue Gottling, Selectman; Mindy Flater, Foundation Chair; Mary Epremian; Jim Currier, Dennis Kohn, Bill Ostrom, Dave Robinson, Ken Holmes, North Branch Construction; Eric Palson, SMP Architecture.

***Chairs' Opening Remarks – Terri White***

Terri opened the meeting at 6:30 PM, indicating that the meeting was solely for the purpose of providing the trustees with information about construction procedures. She introduced invited guests, Ken Holmes (KH,) President of North Branch Construction and Eric Palson (EP,) SMP Architecture.

***Discussion on Construction Management Options***

Ken Holmes described three construction methods, using the attached Power Point presentation. These include:

- Design-Bid-Build (DBB)
- Construction Management (CM)
- Design-Build (DB)

During the question period following the presentation, KH indicated that the DBB model works well for small-sized users who know exactly what is wanted; the CM model is better for users less certain of their requirements; the DB model best for large corporations having their own in-house construction expertise. KH said that in 2010, 62% of their business used the DBB model, 32% was CM, and 6% was DB. However, in 2011 the CM model prevailed over their DBB model percentages.

John Wilson asked about the building plan, where the builder acts as agent for the owner. KH said that plan operates basically as a CM plan; North Branch and SMP have worked together under that plan. Under that arrangement, the owner contracts directly with the subs, so there is greater liability. But the manager supervises the sub contractors. EP said that he has found that CM with manager as agent works better with large owners, who have building expertise.

Responding to request for public comment, Dave Robinson expressed concern with the CM model, indicating that he currently is working as a professional witness in litigation involving a CM model project.

John Walden asked KH if they had been involved with construction of the Safety Services building, and, if so, what model was used. KH said that they had been and the work was done using the CM model.

Mindy Flater asked about using local subcontractors. KH said that under the DBB model the user has no choice of local subs; the CM model allows for the greatest choice of subs, while DB is more like DBB in that regard.

John Wilson asked about in-kind contributions. EP said that in-kind donations could require costly financial support, taking away from other priorities. Also, such support could interfere with scheduling and might have liability issues, such as worker compensation questions.

Terri asked EP about the cost estimates given with SMP's original schematic plans. EP said those costs were based upon the CM model. Jim G noted those costs had included a projected 5% increase in project cost with each year of delay. EP said that SMP works mostly with users choosing the CM model, but the Hopkinton library did not use that model.

Peter Spanos asked about use of the SMP schematic. Peter Urbach said that a typical AIA clause had been removed from our contract last summer, so that we can use the schematic for our own purpose with any architect. EP added that typically the schematic works is about one-quarter of the cost. Terri W noted that of the \$25k that had been paid SMP, \$5k had been for exploring build-in-place vs. build at Sunapee Center, so the cost of just the Sunapee Center schematic was only \$20k.

Sue Gottling wanted to know how the construction manager figured their charge as a percentage of the guaranteed maximum price (GMP) when the GMP was not yet known. KH said that some managers charge a fixed amount, rather than a percentage of the GMP.

### ***Other Business***

Terri told the trustees that the audio recording device used at the town hall meeting room is broken, cannot be repaired, and needs to be replaced. Donna Nashawaty plans to purchase a replacement for \$1000. The previous unit had been purchase three years ago and was paid for by Planning and Zoning and Board of Selectman. The Abbott Library Trustees and Water and Sewer Department also use the device, so Nashawaty has proposed that these two groups each pay \$500 for replacement of the recording device. Water and Sewer has agreed to pay \$500. John Walden indicated that he has several line items that could be used to pay for the library share of the purchase. Peter Spanos asked what alternatives might be available for this proposed purchase. Terri said that one of the other units would have to provide the money, but Nashawaty's plan distributes the cost among the various users of the recorder. The purchase will include 4 microphones, providing some backup. The previous device came with only two microphones. When these failed, it had not been possible to replace them. Peter U, with second by Barbara H, moved to provide \$500 from the library budget towards the purchase of the replacement audio recoding system for use at the town hall meeting room. The motion passed with Peter Spanos opposed.

### ***Adjournment***

There was no further business, so Peter Urbach moved to adjourn. With a second by Barbara H, the meeting adjourned at 8:22 PM.

Respectfully submitted,



James G Gottling, Secretary