

COMMONWEALTH OF MASSACHUSETTS

Town of Sutton

Meeting Minutes

Board/Committee: Library Building Needs

Date: November 21, 2016

Time: 1:00PM

Location: Meeting Room 1-A, Sutton Town Hall

Attendance: Betsy Rajotte, Joanne Geneva, Kelly Holbrook, Lisa Kane, John Couture, Neil Joyce (OPM- CMS, Inc.), Phil O'Brien (Architect- Johnson Roberts Assoc.)

The meeting was called to order at 1:15PM.

Joanne Geneva motioned to approve the minutes of the October 5 meeting; Kelly Holbrook seconded the motion. Vote was unanimously in favor, minutes were accepted.

Kelly Holbrook motioned to approve the minutes of the November 2 meeting; Joanne Geneva seconded the motion. Lisa Kane abstained as she was absent for that meeting. Vote was unanimously in favor, minutes were accepted.

There was a brief discussion about the floorplan changes requested by the committee and MBLC specialist. Phil O'Brien stated that switching the positions of the Youth Services and Director's offices would also mean a slight change in the square footage for each office, he will recalculate accordingly.

Phil expects to have the cost estimate back from the estimators on November 28 or 29 and have it to the committee shortly within a day or two after that.

The planning and design final report is due next week. Phil is working on producing the materials needed for that.

There was discussion about additional site research. The committee authorized Phil to request O'Reilly, Talbot, and Okun Associates (the geotech firm) to perform test boring holes not to exceed the cost of \$6,000.

The decision was made to pass on hazardous materials testing at this time. All hazardous materials were removed from the Shaw farm house before the controlled burn. John Couture suggested that the planning board might have a level 1 site assessment done already on Shaw Farm.

There was discussion about spending the rest of the grant monies. Betsy will contact Lauren at the MBLC to see what happens to leftover money.

The next meeting is scheduled for Monday, December 5 at 9:30 am.

Joanne Geneva motioned to adjourn the meeting; Kelly Holbrook seconded the motion.

Meeting was adjourned at 1:42 pm.