

**BUILDING COMMITTEE MEETING  
GOFFSTOWN LIBRARY  
MINUTES**

**NOVEMBER 6, 1996**

**PRESENT:** Jim Bartlett (Meehan Architects), Rick Blase (Blase Electric), Paula Scales (Brookstone Builders), Mark Schmidt, Jack Boardman (Brookstone Builders), Janet Bartels and Cathy Ball.

The meeting was called to order at 8:30 a.m.

**REVIEW OF MINUTES OF OCTOBER 30, 1996:**

The staff room and furnace room have been cleaned out. The multi-plexor has been moved. The kitchen unit has not be removed. There are some issues pending in the attic level. Art Rose has reviewed the structural situation and given the contractor direction. The bookcases were cleaned out. The cabling information will be provided to the builder by Friday.

**CHANGE ORDERS:**

The VCT is not going to be a part of the change order. The change orders were signed by Brookstone Builders and have been submitted to Meehan Architects. These will be signed by Carolyn Benthien.

J. Bartlett: Last Thursday we went through the structural issues with Art Rose.

M. Schmidt: All the steel is in and the columns are in. I am waiting for shop approvals. Brookstone Builders has the shops. If the fabricated shops are approved by Friday, I can start fabrication by Monday or Tuesday. I was hoping to hang this steel by Thursday or Friday of next week.

J. Bartlett: If I get the shops back from you by tomorrow morning, I will get them to Art Rose by Friday morning.

M. Schmidt: Between the column and the beams it will take 3-4 days in fabrication. We are looking at the following week, possibly, for installation. I don't think he wants to do anything on the stairs until he is sure of the elevator. On the stairs for the landings, we will have to see if Art Rose will approve a hanging device. Right now there is nothing to support the landings in different areas.

J. Bartlett: The parking lot needs to be regraded and dealt with in the spring.

J. Bartels: Marsha did find a few book drops in the catalog. They were expensive. This will be discussed further with Brian McLaughlin.

The brick color was approved. The limestone color was fine.

J. Bartlett: The doorway in the basement area needs to be opened up. Did you check to see where the opening will be in relation to the circulation desk?

No reply.

P. Scales: They are still working on the mechanical drawings. The electrical drawings will be reviewed tomorrow.

**Review of Last Week's Schedule -**

1. Tear down existing ceiling - this was done.
2. Start installing the floor - this has been started. The hanger and bearing plate is in place. They are waiting for a piece of equipment to raise the beam.
3. Erect the steel on Monday - this was done.
4. Install the masonry shaft - the slab will be poured first. This was back filled yesterday.
5. Pour the concrete footing for the stairway column footings and the elevator slab - the footing was poured and the elevator and mechanical room slabs were poured.
6. Remove and shore the lower level - the granite was removed yesterday.

**Structural Issues -**

J. Bartlett: We met last Thursday with Art Rose on site and went through all the structural issues we had. The reinforcement of the joists in the reading room cannot be finished until the structural issues have been addressed.

**Electrical Issues -**

The attic floor wiring was reviewed with Art Rose. There needs to be an electrical solution. It does not appear to be a structural problem. Jim Bartlett has asked Jack Boardman to resolve this problem.

Rick Blase: The hard part with knob and tube is you cannot remove just parts of it. You cannot remove junction boxes. We have to cut it from where it begins. We can cut one circuit and see what happens. There are six to eight circuits up there that run through that joist. I can cut it upstairs and cut it back to where we cannot get it as long as it cannot be charged up again. I gave Paula budgetary costs.

J. Bartlett: I need the budgetary costs and a detailed description of what needs to be done.

J. Boardman: This is not holding us up at the current moment. We have another weeks worth of work here.

J. Bartlett: I need to know the costs and the scope so we can deal with it. What is the impact if you need to lose the library for a half a day?

R. Blase: Your computer would have to be turned off.

J. Bartels: We don't have to have the computer for our operation right now. If we need to change hours or close, it would be better to give a warning notice.

J. Boardman: You will be closed for Veteran's Day. That would be an opportunity to take advantage of getting that type of work done. This will take a lot of effort on all of our parts to work together on this.

J. Bartlett: Art Rose did redesign the lintel and gave Brookstone information on the column supports. He sized the beam and the columns. You are responsible for final coordination.

**SCHEDULE FOR NEXT WEEK:**

1. Pour the slab.
2. Frame the meeting room floor.
3. Small demolition in the staff room.
4. Build a temporary access door.

P. Scales: It will take about two weeks to do the elevator shaft.

J. Bartlett: If I get things to Art Rose by Friday morning, we can get the shops turned around. Maybe I can get Art here on Friday.

C. Ball: You mentioned a temporary access door. Will you be going in and out of that by Monday? The library is closed on Monday. You should keep the front door locked so that people do not walk in.

J. Boardman: As soon as this door is built, I can give Janet back her keys.

The roofer will be Skyline Roofing.

J. Boardman: It will be 6-8 weeks until we get a new entry built on the north side. We need to get them projected costs for the electrical and a description of what we think needs to get done to resolve it.

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The electrician will start on Monday.

C. Ball: Have any bills come through yet?

A bill was submitted to Jim Bartlett.

C. Ball: We are getting near the end of the year. We need to prepare a schedule of payments and know what funds will need to be encumbered. Because we have funds invested, we are trying to get an idea of a payment schedule so we can plan on how we will disburse the payments.

Paula will submit a payment schedule.

J. Bartels: Thursday is the day I submit to the Town for payment for the following Wednesday.

The meeting adjourned at 9:15 a.m.

**THE NEXT MEETING WILL BE HELD ON THURSDAY, NOVEMBER 14 AT 8:15 A.M.**

Respectfully submitted,

Jo Ann D'Avanza

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**INVOICE:**

Library Building Committee Meeting  
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3 hours @ \$10.00 per hour.....\$30.00

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