

Minutes from the Randall Building Committee for the Restoration of the 2nd Floor Historic Interior

Date: Monday, June 6, 2016

Location: Randall Library

Members Present: James Salvie, Peter McManus, Steve Jelinik, Kathleen O'Brien, Sharon Brownfield, Barbie Wolfenden

Members Absent: Tom Lam

Visitors Present: Doug Manley, Courtni Frecha, Doug Hyde, Ferzin Engineer, Wendall Kalso, Jim Cleveland and Marianne Sharin.

Notes taken by: Melissa Fournier

The meeting was called to order at 7:30pm.

Sharon Brownfield stated that she had requested the meeting as a "kick-off" to introduce the members of the McKinley Kalsow and Associates (MKA) team, that would be working on the library restoration and HVAC project, to the members of the CPC (chairman Courtni Frecha present) members of the Randall Library Board of Trustees (chairman Marianne Sharin present) members of the Building Department (Doug Hyde present) and interested members of the general public. The highlights of the meeting would be to allow all parties involved to understand the elements of the project and formulate a timeline for scheduled meetings and presentation of materials.

Wendall Kalsow then introduced the members of his team and spoke briefly about which areas of the project that they would be responsible for and presented the project description.

Mr. Kalsow spoke about the possible need for purchase of historic brownstone replacement pieces to the exterior of the building, even though it did not come in under the parameters of the RFQ, as this brownstone is currently available but in very limited supply and it might be prudent for replacing damaged elements of the exterior of the historic Randall Library exterior as part of this interior restoration project while the material was still available. Courtni Frescha mentioned that she would have the CPC consider this, but without specific quotes on costs it would have to await further discussion.

Mr. Kalsow spoke about having met with members of the Building Department and had been assured that water infiltration concerns that had been part of the scope of the RFQ had been dealt with and should not impact the interior restoration. Steve Jelinik asked that he be sure to inform the committee if during the restoration it was discovered that leak mediation needed to be readdressed.

Mr. Kalsow mentioned that as an historical preservationist the firm would be using the services of Sara Chase, who would be coming to the library in the next few weeks to drill small holes into the walls in discreet locations in order to get a more accurate idea of the original paint colors used, but he also asked for help from the various members of committees present to see if they could find or get access to any historic photographs of the original library interiors. A discussion followed as to members of the Stow Historical Society and/or Stow Historical Commission who might be willing to explore the "Town Vault" to locate any examples of the photographs available.

There was a brief round of discussion about the timeline for the completion of and the esthetics of the improvements and replacements of the HVAC duct systems on the first floor. Doug Hyde addressed what

he believed was the funding and timeline for this project, as all members of the Building Restoration Committee, Randall Board of Trustees and Building Department had been under the impression that the improvements to the HVAC systems would begin in advance of the restoration (as the restoration would require CPC funding and the Town had already voted funding for the HVAC improvements) however Mr. Kalsow stated that in his negotiations with the Town Administrator he had been lead to believe that the projects were to follow the same timeline. Doug Hyde and Jim Slavie stated that they planned on clearing this discrepancy up with Bill Wrigley. Mr. Kalsow stated that he had already gotten his engineering consultants who would be working on the HVAC systems involved in research and were moving forward on the HVAC issues.

Jim Salvie and Steve Jelinik spoke briefly about the fact that there was to be an accelerated date for the next Town Meeting roughly into the first or second week of August. Mr. Kalsow stated that he did not believe that with that kind of deadline that his firm and consultants would have the proper design time available to them in order to present anything at that Town Meeting. Discussion followed about having the presentation of the project at the Fall Town Meeting in November. Courtni Frecha spoke about the need for the Committee to get an application to the CPC in advanced of November.

Sharon Brownfield asked that the MKA team formulate a timeline and get it to her to distribute to the rest of the Restoration Committee, Mr Kalsow said that he felt that he could formulate a project timeline with key milestones and dates for presentation in advance of the next meeting. The next meeting was scheduled for Monday, July 21st at 7:00pm at the Randall Library.

The meeting was adjourned at 8:55pm

Voted on and Approved August 2, 2016