

Capital Grant Committee Meeting
Orwell Free Library
Thursday, August 29, 2024 6:15 PM

In Person Meeting with Zoom link option
<https://us02web.zoom.us/j/82433766785>

AGENDA

Call to Order 6:15

Citizen Comments none

Approval of Minutes: 8/5/2024 meeting notes, tabled

OLD BUSINESS:

NEW BUSINESS:

Review and Discussion of SHKS Documents Orwell Free Library Concept and Orwell Free Library Contact Exhibits. Request determination of approval.

Discussed the contract, Jim would like the contract to match our needs – current contract doesn't work for what we need. Some issues/changes:

PG 1

Building Owner: Ethan M. Eliza T. Wright Memorial Library Board (WMB), owners rep Jim Dougherty.

Ethan M. Eliza T. Wright Memorial Library Board Improvements

1.1.1. References a 'program'. Does that include the 4 bullet points or our provided Vision List

1.1.3 No budget currently, does architect have a number in mind? Our ballpark from the Dept of Libraries?

Consider the budget to guide the planning.

Look at possible revenues (town, grants, other funds) to get a sense of what we may be able to pay for.

Kate will reach out to Jackson at PToFVT and Moriah Noth to assess other building grants for restoration and accessibility

Plan to have the cost estimator break out the different pieces

1.1.8. Jim recommends we only have him on for submittals, concerned about timing, since he's only set 16 hours for this project

1.1.9 scratch

1.1.11.2 scratch?

3.2 onward ie. not asking for schematic designs, scratch

4.1.1.1 programming – define "Owner's Program"

4.1.30 clear about level of detail in concept design

4.1.2.1 pulled from the proposal and work done, recognize the need to include more code and safety compliance as mentioned in #4

Also interested in historical guidelines for this site

How much work has already been done and what have we already incurred

5.8 to keep cost estimator in the loop

Suggest that both OFL Trustees & WMLB put something in writing that says we are using the available ARPA funds to pay for architectural services.

No mention of if this conceptual design belongs to SHKS or if it becomes our property. Appears to show that they are retaining ownership

Much of this document doesn't work for our project.

Jim will reach out to Mr. Martel:

Clarify 1.1.1 and 1.1.8 and request a contract document that more closely adheres to the proposal because the current contract is far beyond our project.

What is the "Owners Program" – our vision list or the short list on the proposal?

Does he need a budget from us to provide us with a budget design that's useful or do we need a conceptual design for budget planning.

Include code and life safety compliance in 4.1.2.1 #4.

How much work has already/time incurred and what is left.

RE-Cap and Next Steps:

See italics

Adjournment: 7:25pm