

SAUNDERS HOUSE STEWARDSHIP COMMITTEE

**Monday, January 14, 2019, 10:30 am
Byers-Davidson Room, Saunders House
88 Middle Street, Gloucester, MA**

Attendance: Prudence Fish, Jane Mead, Bill Remsen, David Rhinelander, Mern Sibley (Chair), Library Director Deborah Kelsey, and guests Simon Paddock, and Ann Rhinelander (joined the meeting at 11:15)

Not present: n/a

1. Welcome and introductions - this meeting is being recorded
2. Approval of minutes of December 17, 2018. Jane had an addition to the budget section. Bill moved to approve the minutes as amended; David seconded. Jane abstained from voting and the minutes were approved.
3. Assessment of gutters – comparing wood and PVC estimates from George Leavitt:
 - a. Mern outlined the different options (see attached); the Committee discussed the pros and cons of each:
 - i. Option A: Remove and repair 28’ of fir gutter at a cost of \$4,000.
 - ii. Option B: Replace entire Dale Avenue gutter with PVC at a cost of \$5,091.
 - iii. Option C: Remove wood gutters on the entire building and replace with PVC at a cost of \$19,689
 - b. Mern moved to approve Option B, replace entire Dale Avenue gutter with PVC, with a layer of latex paint applied prior to installation, installed at a 90-degree angle so wood and PVC do not need a connecting joint. David seconded. Bill requested we get the name of the PVC manufacturer
4. Feedback from the Mass. Board of Library Commissioners (MBLC) on the role of the Saunders House and the Library Building Program:
 - a. In response to a request from the Committee the MBLC provided a written response stating that they have “no objection to the use of areas of the Saunders House for functions complementary to library use”. Neither Saunders House nor the Annex are eligible for the MBLC grant.
 - b. The Committee reviewed the grant guidelines and discussed possible uses for the Saunders House.
5. Report on Board and Working Group meetings
 - a. Building Design Group (consists of: Peter Feinstein, Matt Oudens (Designer), Deborah, Maria Fernandez-Donovan (Project Manager), Mern, and Simon). They are looking at the Monell building and how it could be renovated and expanded to

meet the Library Program as outlined in the MBLC grant application. They will need to have a preferred design available in February.

- i. How does this affect the Saunders House? Matt Oudens feels SH needs its own elevator as it's too far from the parking lot to also house the elevator for the main building.
 - ii. The group discussed ideas for connecting the two buildings in the new design.
- b. Fundraising Update
- i. Samuel Sawyer Library Foundation update: The Articles of Incorporation and bylaws are ready to be filed to create a 501(c)3 organization that would act as a fundraising entity for the Library, including Saunders House.
 - ii. Library Strategies: Consultant Peter Pearson is meeting tomorrow with the Fundraising Committee and with the Board to discuss the Feasibility Study and respective roles of Library Strategies and SFL. Simon welcomed members of SHSC to help us they can; Library Strategies will offer trainings on "the ask".
 - 1) In preparation for conducting interviews Mr. Pearson will want a list of proposed uses for the Saunders House. Mern and Simon will summarize the Sullivan Vogt Group report to that end.
- c. Sullivan Vogt Group updated report: the revised report raises the renovation cost to an estimated \$3.4million with a 20% contingency. This needs to be adjusted yet again to reflect the Committee's decision to bring only the first floor up to a capacity of 150 pounds per foot.
- i. We will suggest she coordinate timing of her public presentations with Library Strategies.

6. Next meeting February 25, 2019, 10:30 am

Respectfully submitted, Tracy Bowen

Motions Summary

Mern moved to approve George Leavitt's Option B (Replace entire Dale Avenue gutter with PVC at a cost of \$5,091), with a layer of latex paint applied prior to installation, installed at a 90-degree angle so wood and PVC do not need a connecting joint. David seconded. Bill requested we get the name of the PVC manufacturer.

Actions Summary

Mern and Simon will summarize the Sullivan Vogt Group report to aid in the Feasibility Study interviews.



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December 18, 2018

SAWYER FREE LIBRARY - SAUNDER'S HOUSE

Estimates for proposed Gutter Repairs

OPTION "A"

Remove and repair approximately 28' of fir gutter.....\$4,000.00

OPTION "B"

Replace the entire Dale Ave. side only, using solid pvc-Boston style gutter. We will join to wood with special slip-joints to allow for expansion and contraction of two un-like materials.....\$5,091.00

OPTION "C"

**Remove and replace all upper-level gutter on the building.
(2) sides are +/- 48' Long
(2) sides are +/- 54' Long
All new gutter to be solid pvc - Boston style gutter.
All outlets to be solid copper.
Brackets and joints are designed to allow for expansion and contraction of long lengths of material.
The material has a Limited Lifetime Warranty.....\$19,689.00**

**Thank You; Please call or e-mail with any questions you may have.
We look forward to working with you!**