

Minutes of the Wead Library Board Meeting October 8, 2025

Present: Chris Eggsware, Vice President
Jeanne LeClerc, Treasurer
Lucille Poirier, board member
Anne Werley Smallman, Secretary
Mary McDonald, Senior Library Clerk
Anne Paulson, Library Director

Via Zoom: John McArthur of Beardsley Architects + Engineers
Bernie Brown of Beardsley Architects + Engineers

Call to order: 3:59pm by Chris Eggsware, Vice President.

Old Business

- Roof/window project:

Project Manager John McArthur and Project Designer Bernie Brown joined the Board meeting via Zoom video call to discuss the bid process for the roof/window project.

Only one bid was received (from RSI Roofing, Inc.) at approx. 60% higher than estimated. The Library has 45 days from the bid opening date to respond to the bidders (10/24/2025).

John MacArthur presented the Board with four options:

1. Accept RSI bid as is: \$860,529.00 (this does not include the ~\$100,000 already paid to Beardsley or the ~\$30,000 remaining Beardsley fees)
2. Reject RSI bid and continue to apply band aid repairs, rather than continue with the roofing and window replacement project as currently conceived.
3. Negotiate with bidder to value engineer the project to see if we can get the price down to what the Library can afford. This should include options like using less expensive metal materials, a slate-like asphalt roofing option, other window options that may be less expensive. Beardsley would implement this option by negotiating with the bidder and if successful in value engineering the project, we would accept the bid as is and then immediately issue a change order to change the bid specifications to the negotiated value--engineering options. The negotiation effort would incur an additional ~\$1500 bill from Beardsley.
4. Reject bid and rebid – We would inform the bidder we are rejecting the bid and will be rebidding the project. We would reformulate the bid in a way that would provide opportunities for selecting alternatives to fit the project into the Library's budget. We would also advertise more broadly and hopefully attract more interest. This would incur an additional engineering expense (\$3,000-\$5,000) to make modifications to the drawings

and specifications. We will not have to get additional approval from SED as we will not be making significant changes.

John MacArthur's recommendation would be to start with option 3 above and see if that effort is successful. This would be the simpler, less costly option and would allow us to move forward with the current contractors.

Question: Anne Smallman - if we negotiate and agree to accept the bid with the understanding that there would be a change order to the bid to reduce the cost, could RSI back out and hold the board to the original bid amount? In other words, is there a potential liability on the board's part to this option? John MacArthur - theoretically, but not probable.

Question: Mary McDonald - who draws up contract? John MacArthur- standard contract is included in the bid documents; Beardsley would edit to reflect the change order.

Question: Lucille Poirier - did the RFP include any alternate roofing materials? Synthetic Slate is what we discussed, vs. the current slate. John MacArthur- the bid gives a reduction amount for substituting synthetic slate. Another, cheaper option is asphalt shingle. Estimated 100 years/50 year/ 20-25 year lifespans for the slate/synthetic slate/asphalt shingles. Have not done lifecycle cost analysis; his guess is slate is best. Lucille - the bid from RSI says the cost reduction for Asphalt Shingle System is ~\$52,000, so not that much savings. John - believes it is a typo and that the amount is actually for Synthetic Slate (see specification numbers); the reduction for asphalt shingle would be even greater.

Question: Lucille Poirier- can we take out one part of the project? For example, just do the roof replacement and do the window replacement portion at a future date? John MacArthur - if we can't negotiate with contractor to get cost down to a level Library can afford, we can ask them to remove part of the project cost and give us a new cost for the portion we want to proceed with.

Question: Anne Smallman - what other window options might the negotiations with RSI include? John MacArthur - the bid was using Marvin windows, which are the best option, but most expensive. Other options include using other manufacturers for the same type of window (aluminum exterior clad, wood interior), or using vinyl windows. Vinyl windows are the cheapest option, but the least durable and match the originals much worse.

Question: Mary McDonald- would the \$1500 estimated cost to renegotiate (option #3) be included in the project amount we've already approved, or would it be in addition? John MacArthur - in addition

Question: Lucille Poirier - since this project wouldn't be started this fall, how can we address the immediate roof leaks? John MacArthur - 3rd floor leak looks like a missing slate, which would be an easier fix. The fiction room leak is a result of a leak in the flat roof drain, which is harder to address. Mary McDonald - clarified that Ron Robideau (formerly of Seymour Roofing) has already patched it 3 or 4 times and said he can't fix it anymore. John MacArthur- we could ask RSI to look at it before the project starts to attempt an immediate fix. He can email RSI today to ask them to do that, if we authorize.

Contractor's bid is good for 45 days - expires October 24. John is going on vacation October 18. If we're going to negotiate, John wants to do that right away he can get it all done before Oct. 18. He would need to know what the hard ceiling is that the Library can afford before entering into negotiations.

Question: Lucille Poirier - what portion of the total is roof vs windows? John MacArthur - it isn't broken out exactly, but the sub-contractor Tim Leahy is primarily the windows sub-contractor. JRC Management (\$39,000) is the subcontractor for the asbestos abatement, which is primarily part of the window replacement. If we wanted to take out the windows portion of the project, we could project out an additional 15% to Leahy and JRC subcontractor amounts and eliminate it from the whole (which is RSI's general contractor oversight fee). The Silver Fox Spray Foam (\$21,000) is for the roof portion of the project.

Zoom video call ended with John and Bernie at 4:53pm.

Board and staff discussed the three action items:

1. Do we want John MacArthur to pursue an immediate and temporary fix to the roof leaks?
2. How do we want to proceed regarding the bid by RSI Roofing, Inc?
3. Since \$860,000 is not within the Library's ability to fund, what is the hard ceiling against which we could negotiate with RSI for a revised amount (change order)?

Board moved into Executive Session at 4:55pm on motion by Anne Smallman/second by Lucille Poirier to for the purposes of discussing finances related to negotiating potential changes to the bid.

Motion to exit Executive Session at 6:01pm by Lucille Poirier/second by Chris Eggsware. Unanimously approved.

Motion by Lucille Poirier/second by Chris Eggsware that we direct John MacArthur to contact RSI or other roofing contractor to repair the leaks immediately. Unanimously approved.

Motion by Anne Smallman/second by Jeanne LeClerc to direct John MacArthur to negotiate with RSI Roofing to modify the bid with the expectation that if successful, a change order will be executed immediately to reflect the negotiation. Unanimously approved.

Motion to move back into Executive Session at 6:03pm by Chris Eggsware/second by Lucille Poirier for the purpose of discussing financial amounts relating to negotiating the bid. Unanimously approved.

Motion to exit Executive Session at 6:14pm by Lucille Poirier/second by Chris Eggsware. Unanimously approved.

Anne Smallman will communicate to John MacArthur our decisions via Email today.

Motion by Lucille Poirier to adjourn/second by Jeanne LeClerc. Meeting adjourned at 6:18pm.

The next regularly scheduled board meeting will be October 20, 2025 at 5pm.

Respectfully submitted,

Anne Werley Smallman
Secretary, Board of Trustees