

Joint Meeting
Library Design & Planning Committee and Board of Library Trustees
Minutes of the May 15, 2025 Meeting
Hanson Public Library
132 Maquan Street, Hanson, MA 02341

In Attendance: Corinne Cafardo, Teresa Santalucia, Linda Wall, Pat Faiella, Melissa Valachovic (arrived 3:45 pm), Pam French, Tom Hickey, Tony De Frias (left 4:54 pm), Dianna McDevitt, Pam Fager, Karen Stolfer.

Call to Order Library Design & Planning Committee Meeting

- Corinne called the meeting to order at 3:36 pm.

Call to Order Board of Library Trustees Meeting

- Corinne called the meeting to order at 3:36 pm.

Approval of Library Design & Planning Committee Meeting Minutes of May 12, 2025

- Corinne made a motion to accept the minutes of May 12, 2025. Linda seconded. Motion passed 6-0 (Melissa was not yet present).

Linda made a motion to recess the Trustees meeting at 3:40 pm. Dianna seconded. Motion passed 5-0.

Conduct OPM Interviews:

- 3:45 pm - CHA Consulting
 - Committee interviewed with Tom Gatzunis, Project Executive, and Deepa Venkat, Project Manager.
 - Following interview, Corinne shared the results of her calls to CHA's references.
- 4:25 pm - P3
 - Committee interviewed with Daniel Pallotta, President & Project Director, and Mark Champagne, Project Manager.
 - Following the interview, Corinne and Pam French shared the results of their calls to P3's references.

Corinne made a motion to recess the Library Design & Planning Committee meeting at 5:03 pm for a meal break. Pam French seconded. Motion passed 7-0.

Corinne reconvened the Library Design & Planning Committee meeting at 5:39 pm.

- 5:45 pm - LiRo-Hill
 - Committee interviewed with Chris Simmler, Principal-in-Charge, and Paul Kalous, Project Executive.
 - Following the interview, Pam French shared the results of her calls to LiRo-Hill's references.

Corinne reconvened the Board of Library Trustees meeting at 6:29 pm.

Library Design & Planning Committee Discussion and Vote Regarding Rank Order of Firms

- The Committee and Trustees discussed the proposals, interviews, and references to determine a ranking. All agreed on ranking LiRo-Hill third. Tom made a motion to rank LiRo-Hill third. Pat seconded. Motion passed 7-0.
- Committee members then shared their rankings for first and second as follows:
 - Linda - CHA, P3
 - Tom - P3, CHA
 - Teresa - CHA, P3
 - Pat - P3, CHA
 - Melissa - P3, CHA
 - Pam French - P3, CHA
 - Corinne - P3, CHA
 - Karen - CHA, P3
- After some more discussion, Pat made a motion to rank P3 first and CHA second. Motion passed 5-2 with Corinne, Pam French, Melissa, Pat, and Tom in favor, and Teresa and Linda opposed.

Library Design & Planning Committee Presentation of Recommended Firm to Trustees

- Corinne informed the Board of Library Trustees members of the Committee's ranking and recommendation of P3 as the top firm.

Trustees Discussion and Vote to Award Contract and Begin Fee Negotiations

- Corinne made a motion to award the OPM contract based on the Committee's recommendation to P3 subject to fee negotiations. Pam Fager seconded. Motion passed 5-0.
- Karen will ask P3 for a proposal to be sent by 5:00 pm on Friday, May 16th. Teresa and Karen will meet on Monday and conduct fee negotiations with P3 if needed. Corinne made a motion to set a maximum fee at \$60,000. Dianna seconded. Motion passed 5-0.
- The next Trustees meeting to set the fee will be Tuesday, May 20th at 11:30 am. The next regular meeting will be May 27th at 6:45 pm.

Adjournment of Library Design & Planning Committee Meeting

- Tom made a motion to adjourn the meeting at 8:07 pm. Pat seconded. Motion passed 7-0.

Adjournment of Library Board of Trustees Meeting

- Corinne made a motion to adjourn the meeting at 8:07 pm. Dianna seconded. Motion passed 5-0.