**MINUTES**

**TOWN OF LEBANON CT**

**Jonathan Trumbull Library Building Committee**

**Regular Meeting**

**Thursday April 9, 2020 – 7 PM**

TELECONFERENCE BY ZOOM

In attendance: Members: Jim Russo, Chairman; Maggie McCaw, Vice Chairman; Cathe McCall; Chris Darrow; Vin Shea; Lisa Matson; Berkeley Nowosad; Linda Wallace; Julie Culp; Matt Earls, Ex Officio/WEB HOST;

Also present: Kevin Cwikla, Kathleen Smith, and Glen Coutu, Board of Selectmen; Brian Humes & Kevin Lipe, Jacunski Humes Architects, LLC; Tim Fields; Jason Nowosad;

1.0 Call to Order at 7:13

2.0 Consider and act upon the minutes from the March 12, 2020, Regular Meeting.

 Motion by Maggie, second by Berkeley, Motion Passes Unanimously.

3.0 Correspondence with Board of Selectman:

 3.1 Email dated 3/13/20 re: SHPO Submission

Library parcel on the Green has been decided on in terms, but the Church parcel has not been agreed upon yet. The AG Offices if of the opinion that no further encroachment on the Lebanon Green will be approved. The recommendation is that we submit our parking lot layout to SHPO ASAP.

The Board of Selectman remains in negotiation with the Congregational Church regarding the northern line of the Church parcel.

Jim Russo will expedite the Parking Plan and Photos to Brian Humes to be included in the Application to SHPO. The application will start the required review process.

The Draft of Jacunski Humes contract is being sent to the selectman for review. Once Notice to Proceed or Formal Agreement is issued, it will entail 5 Months of Final Design.

4.0 Old Business:

4.1 Updated Budget Review dated 3/12/2020

The budget was attached to the agenda. The adjusted budget contingency is 12.7% of all costs. Jim Russo of the opinion that this amount is adequate.

4.2 Discussions related to relocated Library Facility during Construction Phase.

The BOS has investigated the Community Center Complex. Upstairs is storage, the main floor is not being used. Lower floor is being used as a food pantry.

The temporary space would be needed for September or October of this year and for the following 14 months.

There are funds available for the Community Center (under $70K) updates, but there no improvements are scheduled at this time.

The main floor and the basement require upgraded lighting, code compliant life and safety systems and HVAC updates. Painting and New Flooring will be scheduled after the after the Library is relocated back into the new Facility.

5.0 Architectural Design

 5.1 Contract Terms with Jacunski Humes Architect LLC for remainder of

 Project. Previously Forwarded to our Board of Selectman.

 Jim Russo is awaiting the Draft of Contract from our Site Engineer.

6.0 Review and Approval of Invoices: None

7.0 Public Comment: None

8.0 Adjournment at 8:10. Motion by Linda, Second by Berkeley. Motion passes unanimously.

Respectfully Submitted

Lisa Matson

Secretary