**MINUTES**

**TOWN OF LEBANON CT**

**Jonathan Trumbull Library Building Committee**

**Regular Meeting**

**Thursday, November 11, 2021-7 PM**

**TELECONFERENCE BY ZOOM**

Members present: Jim Russo (Chairman), Lisa Matson,Cathe McCall,Linda Wallace, Maggie McCaw, Berkeley Nowosad, Julie Culp

Also present: Matt Earls, (library director); Rick Davidow (owner’s representative); Kevin Lipe (architect), Kevin Cwikla (Selectman); Catherine Marrion, (town attorney--left at 7:35)

1.0 **Call to Order**

The meeting was called to order by Chairman Russo *at 7:02.*

2.0 Minutes: Review and Approve Minutes of Regular Meeting Wednesday, October 27, 2021.

Discussion: The minutes incorrectly stated the day as Thursday. Julie Culp was left off the attendance roll.

***Motion to accept the minutes as technically corrected by Maggie*** *2nd* ***Linda Motion Passed 7-0-0.***

3.0 Old Business:

3.1 Jacunski Humes Architects Report

a) No issues to discuss and productive progress on site.

*b)* Flagpole Submission has been received*.*

*c)* Turfstone pavers have been selected (as previously approved by SHPO) and forwarded to JAR.

3.2 Owner’s Project Manager’s (STV/DPM) Report

Rick Davidow acting designated as the Owner’s Project Manager.

1. A revised schedule from the contractor as transmitted. Rick has requested schedules every two weeks. Wood Trusses installed along with Roof Plywood.
2. Energy recovery unit in attic is moving forward.
3. Phase IV exploratory dig is continuing.
4. Attempting to commence exterior brick but there was a problem with materials delivery. It will commence next week.
5. Trouble finding Specified Insulation for the flat roof, but the other Roof Areas will be shingled.
6. Windows coming in next week. The plan is to get the building weatherized so the indoor work can begin.
7. Estimated completion date is July 13, 2022.
8. Waiting on the DOT permit which is holding up some of the sitework.
9. There was supposed to be in the “right of way” a pipe from the Church to Rt. 87, but the

pipe just ended within the Library Parcel. Are there two pipes? It also wasn’t located per drawings. Rosa is going to investigate next week.

3.3 Communications from Board of Selectmen

Kevin: Not much in the past couple of weeks other than the archeological field findings.

*3.4* Update of Archeological Phase IV Exploration

From Raber Associates:Data recovery/documentation of the large feature in the proposed septic gallery footprint has exposed 18-20 square meters including earlier work.  Recent finds indicate an unidentified habitation approximately 12 feet square, with semi-finished rubble walls with curved alignments and an entry of cut stone about 15 inches below the surface. Some walls extend about 3 feet below the surface.  Excavations have exposed part of a deep cellar hole which might have provided water in an area with shallow water table.  Over 100 ceramic, metal, and other artifacts have been recovered, which generally suggest a date no later than the early 18th century.  It is possible this features pre-dates most or all of the English settlement along the broad street/green beginning c1895.  The structure may have been partly demolished as settlement along the Green progressed.  Recent e-mails with Donna Baron of LHS confirm there are a lot of unknowns about early occupation in and adjacent to the Green.

Most edges of the feature have been exposed, though. we will excavate some or all of another 6 square meters to varying depths.  Some edges were recently damaged by contractor excavations of which we were not informed prior to any testing, with the mechanical excavations after our reconnaissance survey and before our subsequent work.  Project archaeologist Steve Carini has investigated some of the contractor cuts with mechanical assistance and believes that most edges of the feature survived.  We understand there is some discussion re: moving the septic gallery to an adjacent recently-disturbed area, and preserving the feature with clean fill and geotextile fabric.

Most mapping of the feature has been completed.  We expect to finish fieldwork by Nov. 19, 2021 following drone photography/mapping of the feature by Brandon Handfield.  Brandon will provide data for precise mapping of the feature on current site plans, and should also provide us with reference elevations which we can tie to feature mapping, based on elevations taken several weeks ago.

Jim Russo: Because of the stone finding, we might have to move the leaching field. That would require going back to Uncas Health Dept. SHPO has been notified. The reports will be finished by next week and the town engineer will advise accordingly

Catherine: It would be advantageous to move off the land.

Jim: The findings were already covered with topsoil.

Cathe: Is moving it going to impact us and will we have to do another archaeological dig for a new spot?

Jim: The town engineer will tell us what we will have to do. Raber Associates will send us the report and we will send it to the state. Town engineer Brandon Handfield is dealing with Raber Associates. SHPO will respond to the report.

Rick: What’s the turnaround from SHPO?

Catherine: It was a long process. It is possible that Raber will report right to the state archeologist. Worst case is that the foundation be moved off site. We will wait for the final report.

Kevin: We took the lower-level sanitary line and pumped it to the upper level. We have a lower-level gravity feed to the leaching field. The engineer was able to do it on gravity feed. We are right at the height limits. It would be a challenge to move the leaching field a little east.

Jim: Let’s get the findings and then get to the next step.

4.0 New Business:

4.1 Eversource Power Plan for Expanded Library Electrical Service

The power pole preferred is already utilized for the Community Center and Lebanon Historical Society, so they are going to go one pole to the north along Rt 87. There will be additional costs for trenching and piping. We will need 150 more feet to get to the pole.

Matt: Will CEN fiber cable be a component of the new plans.

 Jim: Yes, an empty conduit will be provided.

4.2 Building Walk thru November 20th (Saturday @ 9AM).

Wear boots. We will see the layout of all the rooms. We will meet on the church side of the lot.

4.3Discuss and Act Upon Commissioning Agents Contract (DAS Certified)

Jim proposes a 3rd party firm that is a State Contractor and this is strictly their Market. Main Office is in White Plains but Engineers work remotely. The Scope of Work meets all State Bldg. Requirement. This firm will test at the final months of the job the functions of all Equipment installed, including Mechanical, Plumbing and Electrical. They review the final of testing results from JAR. FST/EA LLC Proposal is $19,776.

***Motion to go with* FST/HLA LLC as the Commissioning Agents Contract not to exceed $20,000** ***by Maggie, 2nd Julie. Motion passed unanimously.***

4.4 FFE Meeting of 11/3/21

Our committee has not awarded this contract yet. The designer will review the drawings, compare current FFE and propose new items at expanded room layouts.

Jim: We don’t want to reinstall old shelving that is in poor condition.

Matt: She does have the design boards. Some of the carpets are still not available. Matt proposed we select other carpet to utilize.

Kevin: 7of 9 carpets as submitted were selected. The 2 solid colors are not available and JAR substituted non-matching solid colors.

Matt: We bought some tables and chairs with the new color palate last fall.

Maggie: Impressed with her experience and format presentation of final designs.

Kevin: 4D Design is has been a consultant for Jacunski Humes on 4 previous Library Projects.

Jim: A proposal of $5,500 for Professional Design Services and been submitted.

***Motion to hire 4*D Design and Decorating for design services of FFE for $5500**

***by Maggie, 2nd Lisa. Motion passed 6-0-1 (Julie)***

4.5 Other Business

Jim/Richard are finding that there are great delays in materials in this current construction market. We are at the mercy of Industry. Especially related to window, doors and insulation products. Jim opinion is that problem is manmade and beyond our control.

One current issue is related to Board Insulation for the flat roof, we may have to make the building water tight with another product.

Julie: When are we going to take up the topic of the electric charging station?

Jim: stated that all electric cars have a universal plug which is utilized in any type of charging station. Jim commented that we could revisit this topic with one station.

The town will have to address this topic at all municipal parking area in 3 – 5 years. (Town Hall, Senior Center, Community Center, All Schools, Alden Parking Lot)

1. Review and Approval of Invoices
* Invoice Application #4 work from contractor L. Rosa, LLC for $273,474.53 (29% of the project).

***Motion to pay by Maggie, 2nd Linda. Motion passed unanimously.***

* Invoice # 90022523 from OL Willard in Willimantic for lumber and plywood for $457.20

**Motion to pay by Linda, 2nd Maggie. Motion passed unanimously.**

* Invoice #21315 Jacunski Humes for Professional Services in October 2021. $3,875.00

**Motion to pay by Maggie, 2nd Linda. Motion Passed unanimously.**

* Invoice #21316 from Jacunski Humes for Site Contract Administration Services in October 2021. $1,000.00

**Motion to pay by Maggie, 2nd Linda. Motion Passed unanimously.**

* Invoice #9700001-04 from Yantic River Consul for supervising our phase II and III Archeological explorations. $6,212.96

**Motion to pay by Maggie, 2nd Linda. Motion Passed unanimously.**

* Invoice 026461 WB Myer 9/25/21 for $1,180.80. Monthly storage fee for October.

**Motion to pay by Maggie, 2nd Julie. Motion Passed unanimously.**

* Invoice #TSMT9330 from Tri state Materials Testing Lab for services from 10/12-10/24 for $2,682

**Motion to pay by Maggie, 2nd Linda. Passed unanimously.**

6.0 Adjournment

Next meeting Thursday, December 9, Zoom at 7 pm.

 **Motion to adjourn made by Linda, 2nd by Julie. Motion approved unanimously.**

 Meeting adjourned at 8:20.

Respectfully Submitted,

Lisa Matson, Secretary