**MINUTES**

**TOWN OF LEBANON CT**

**Jonathan Trumbull Library Building Committee**

**Regular Meeting**

**Thursday, December 9, 2021-7 PM**

**TELECONFERENCE BY ZOOM**

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

Also present: Matt Earls, (library director); Rick Davidow (owner’s representative); Kevin Lipe (architect)

1.0 **Call to Order**

The meeting was called to order by Chairman Russo at 7:03.

2.0 2.1 Minutes: Review and Approve Minutes of Regular Meeting Thursday, November 11, 2021.

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

**Motion to accept the minutes by Maggie** 2nd **Linda Motion Passed 8-0-1 (Chris).**

2.2 Review and Approve Minutes of Special Meeting of Saturday, November 20, 2021.

**Motion to accept the minutes by Vin** 2nd **Maggie. Motion Passed 7-0-2 (Chris, Berkeley).**

3.0 Old Business:

3.1 Jacunski Humes Architects Report

a) Project is moving along. James Sita is doing a great job.

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

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

The quality of the work is good. No quality issues.

1. Roof has been completed. Project is now water tight.
2. Phase 4 Dig was conducted and the leaching field is required to be relocated 65’ due South.
3. Mortar delivered to site was incorrect earlier this month. Delivered last week and now being installed. The brick as being installed is the selected panel mfg.
4. Electrical boxes are starting to be roughed in place.
5. DOT permit approval has been granted.
6. Windows installation is proceeding ahead of brick installation.
7. Plumbing Roughing/Layout has commenced.
8. Elevator should be installed by next meeting?

Some tasks are behind schedule (brick), but ahead on others. End date is still valid.

3.3 Communications from Board of Selectmen

1. Addition of Electric Car Charging Station

 The Town is going to address adding stations to all of their public parking lots. The town requested our Board to add this Design Feature into our scope of work. Jim Russo also stated that the 2020 Plan of Development urges the addition of Electric Car Charges in the long-range implementation plan.

Julie: How many spots will be needed?

Jim: One, but there will be a universal plug available for all Car Makes. Customers can pay for their power with a credit card.

Cathe: How long does the average charge take?

Jim: You can be charged in 30 minutes, but it depends on the car ability.

Linda: Who is recommending that?

Cathe: Who is paying for it?

Jim: The town wants the library to include the design and the cost of the Remote Charger.

Vin: The proposed spots are the best spots in the lot.

 b. Addition of Security System (Exterior and Interior)

Jim has installed several Security System on Previous Projects. Non-Complicated System would include one interior camera and three exterior cameras. This Basic System meets our needs and is expandable in the future. The utilization of cameras is prevalent in public buildings in these times.

We didn’t include any of that in our base design. We will discuss the price in item 4.

3.4Update of Archeological Phase IV Exploration

Excavation is completed and the report forwarded to SHPO. We are going to do a “delicate backfill” of this area and then cover it with topsoil. SHPO is satisfied with how we dealt with this exploration.

Maggie: We should get layer by layer pictures of the fill as well as a GPS of the corners

Jim: Exactly and our revised Site As Built Drawing will identify the location and GPS Coordinates.

4.0 New Business:

4.1 Update of Revised Location of Leaching Field

We relocated the leaching field 60 feet due south to avoid the Archeological Exploration. Drawings were submitted to Uncas Health and should obtain final approval next week. The field is the same size, and now is 65 feet closer to the building.

Vin: In the future, if the parking lot is expanded, will this leaching field be a problem to that?

Jim: No.

4.2 Discuss and Act Upon Additional Services from Jacunski Humes Architects. (Car Charging Station and Security System Design).

 The two items: Design a parking charging station and obtain costs. $1725.99

 **Motion to pay for****Additional Services from Jacunski Humes Architects** **by Vin, 2nd Maggie. Motion fails: tied: 4-4-1.**

**Roll call vote Jim-yes; Julie yes, Vin yes, Lisa no, Berkeley no, Maggie yes, Chris no, Linda abstain, Cathe no.**

**Motion to pay for a design of a basic security system price $1380.00 by Maggie, 2nd Vin. Motion passes 7-2-0.**

4.3Discuss and Act Upon Proposed Contract Change Orders from J A Rosa, LLC.

PCO #12 $754.21 to provide power for four faucets and a flushometer in the bathrooms.

**Motion to pay for the proposed contract change orders from J A Rosa, LLC by Maggie, 2nd Linda. Motion Passed 8-1.**

Chris: A year ago Chris asked for these hands-free devices last year. Why are we paying for it now? Chris wanted one-gallon toilets, and now it can be taken care of.

Is there a change order of toilets too? Chris wants to see the specs when they come out.

PCO #13 Rosa bought the roof seam tape- $718.20 which was requested by the building official. Cost of materials. **Motion to pay passes 9-0-0.**

PCO #14 Eversource is delaying new Electrical Service on Site. To install the elevator late this month, the GC has requested to rent a 3 Phase Generator for a month. $1660 (at cost). We will have no permanent electrical power for the rest of the year up to the 1st Quarter of next year. The elevator company would charge us to store the elevator if it could not be installed now.

**Move to pay for the generator made by Vin, 2nd Linda. Motion passes unanimously.**

PCO #15 There are going to be metal stanchion shelves in the downstairs. There is no wood blocking (behind the sheet rock) designated, so JHA is proposing plywood. We negotiated down from $2500.

**Move to pay** $2,174.80 **for the plywood made by Vin, 2nd Maggie. Motion passes unanimously.**

PCO #16 Windows—As Rosa performed the demolition phase, they exposed that the bay windows framing was not per original drawings and inadequate for 3 windows. JHA proposes aluminum frame rather than vinyl for these three units. Additional costs are $1,735 for three windows.

**Motion to pay for the windows made by Maggie, 2nd Vin. Motion passes 8-1.**

Chris-We should know the comparison of the former vinyl windows and these new units.

Kevin-We would have had to change the whole roof if this substitution is not approved at additional costs.

Chris: Why did we replace all the Vinyl Windows installed about 12 years back.

Julie: The Board of Selectman replaced the Windows with a State Grant so not cost impact to residents.

Jim: The window replacement was always in the scope of work.

Chris: I request copies of the approved shop drawings and specifications of the Marvin Units being installed.

Jim: I will forward to your attention.

4.4 Other Business

a) Richard spoke about the footing drains from the Church which was within “right of way” to route 87. It’s basically terminated 5 feet off of the property line.

Jim stated that this has been an ongoing discussion between the BOS and Church.

Our project has not disturbed the footing drain. Church is claiming that it was damaged during the 1974 Addition on Site. (47 years ago)

The church is claiming that the Town should make the repairs.

 Did they find a piece of pipe anywhere? No.

The Church thought it was connected into a State Catch Basin along Rt 87. Current Codes do not allow private owner footing drains/roof drains to be connected to DOT Storm Water Systems. This is going to be a topic between the town and the church.

1. An old septic tank was found and then properly and legally removed.
2. Review and Approval of Invoices
* Invoice Application #5 work from contractor L. Rosa, LLC for $187,409.28 (35% of the project).

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

* Invoice #21344 Jacunski Humes for Professional Services in November 2021. $3,875.00

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

* Invoice #21345 from Jacunski Humes for Site Contract Administration Services in November 2021. $1,000.00

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

* Invoice #9700001-05 from Yantic River Consultants for all Archeological Service in November $8,059.36.

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

* Invoice 027431 WB Myer for $1,180.80. Monthly storage fee for November.

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

* Invoice #TSMT9362 from Tri state Materials Testing Lab for testing lab inspection services from 10/25-10/30 for $868.00

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

* Invoice # 90022839 from STD Professional Services for the month of November, $11,476.66.

**Motion to pay Vin, 2nd Linda Passed unanimously.**

6.0 Adjournment

Next meeting Thursday, January 13, Zoom at 7 pm.

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

 Meeting adjourned at 8:20.

Respectfully Submitted,

Lisa Matson, Secretary