TOWN OF LEBANON CT

Jonathan Trumbull Library Building Committee

Regular Meeting Minutes

Thursday, September 8, 2022

7:00 PM

New Library Circulation Area/Zoom & ZOOM

Members Present: Jim Russo (Chairman), Maggie McCaw (Vice Chair), Lisa Matson, Vin Shea, Berkeley Nowosad (remote)

Also Present: Matt Earls (Library Director/remote)

1. Call to Order

The meeting was called to order by Chairman Russo at 7:07.

2.0 Public Comments: None

3.0 Minutes

3.1 Review and Approve Minutes of Regular Meeting of August 11, 2022.

**Motion to accept the minutes by Maggie, Second by Vin Motion passes unanimously.**

4.0 Old Business:

4.1 Jacunski Humes Architects’ Report

a) We are awaiting the General Contractor to inform Team that the punch list is complete. James was here Monday and Tuesday and finished items on Matt’s List. We have to get Kevin Lipe here.

4.2 Owners Project Managers (STV) Report

a) Harshitha has Covid and not attending.

b) Cupola will be installed by the end of next week

c) Closeout Documents should be completed by the end of next week.

4.3 Library Relocation Update (Matt Earls)

a) Relocation was a challenge but it was completed and they love being in the new building.

4.4 Communications from Board of Selectman/Town Officials:

a) Town Officials requested a Final Clean/Clear out of the Community Center in two weeks. Matt agreed and will hire Meyer for one day.

5.0 New Business:

5.1 Discuss and Act Upon proposed Contract Change Orders from J A Rosa, LLC

a) None were presented since last meeting.

5.2 Other Business (Requested Scope Changes for Pricing)

a) Add handicapped hardware/operator to lower-level exterior Door. Jim stated that we need a change order. The architect will have to get involved for sketch/narrative.

b) Added Lights in the valleys of the upstairs stacks. Jim to review with Kevin Lip.

c) Additional data and power jacks. Jim question how many places? Six more upstairs and two downstairs (data). The teen room needs power. Jim to review with Kevin Lipe

d) Additional Landscaping at Southern Elevation. We will have to go to the Town Business Design Review Board and then to PZC with Drawings. Plantings will not happen this fall. The South and East yews trees should be removed. Jim recommends that Tom Linden review this revision.

e) Library trustees requested a bench along the walkway and under the Overhang.

Jim/Maggie stated that a three-foot space between the bench and the columns are required. The bench style would have to be narrow width. Does not require design review.

f) The maintenance area to be fixed. Weed prevention fabric and then stone so there is no mowing and little maintenance. Maggie prepared a sketch. The landscape architect will have to review.

g) Maggie found the information/names of the two former Building Committees. She compiled a listing for review. It was decided that two Plaques will be ordered and installed.

h) The Grand Opening went well, but it pointed out few problems—trouble with parking across the street. There is inadequate parking lot lighting at the Alden lot. LED bulbs would be helpful. Jim to contact Town Hall. Also, the need to add a crosswalk from our Parking Lot into Alden Parking Lot. Jim will Contact the Town for assistance.

i) Chairman Russo expediting prices for grass seeding of all disturbed areas. We are going to take everything up and reseed. It will be scheduled after the antique fair.

j) The Holiday Tree will be planted in the designated spot before the antique show.

6.0 Review and Approval of Invoices

a) Invoice #14 from JA Rosa General Contractors for services through 8/31/22. $22,975.35

99.7% done. (Balance Remaining is $204,268.92).

**Motion to pay the invoice made by Maggie, 2nd by Vin. Motion passed unanimously.**

b) Invoice #90025460 from STV for services rendered by Owner’s project manager for the month of July. $3,784.

**Motion to pay the invoice made by Maggie, 2nd by Vin. Motion passed unanimously.**

c) Invoice #2 JTL FFE-4 from 4D Design and Decorating LLC for Professional Services (punch list) for $500.00.

**Motion to pay the invoice made by Maggie, 2nd by Vin. Motion passed unanimously.**

d) Invoice #22279 from Jacunski Humes Architects for services through 8/31/22. $3,875.00

**Motion to pay the invoice made by Maggie, 2nd by Vin. Motion passed unanimously.**

e) Invoice #22280 from Jacunski Humes Architects for Additional Site services $1,000.00

**Motion to pay the invoice made by Maggie, 2nd by Vin. Motion passed unanimously.**

f) Invoice #10073 from Insalco Corporation for FFE Delivery—Final Bill. $26,576.64

**Motion to pay the invoice made by Vin, 2nd by Maggie. Motion passed unanimously.**

7.0 Adjournment (Next Meeting 8/28/22 at the library.)

**Motion to adjourn made by Vin, 2nd by Maggie. Motion passed unanimously.**

Respectfully Submitted

Lisa Matson, Secretary