**MINUTES**

**TOWN OF LEBANON CT**

**Jonathan Trumbull Library Building Committee**

**Regular Meeting**

**Thursday, January 13, 2022-7 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), James Sita (Project superintendent), John Rosa, (Principal, J A Rosa, LLC)

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, December 9, 2021.

**Motion to accept the minutes by Maggie**,**Second Julie, Motion Passed 9-0-0.**

3.0 Old Business:

3.1 Jacunski Humes Architects Report

 a) Not a lot to report-we are moving forward well, with a few issues soon to be discussed.

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

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

Things look great on site

1. Exterior brick is almost done, but it’s been cold. Brick Facade done except for the front.
2. Plumbing rough is completed and inspected.
3. Elevator is installed and requires start up and State Inspection.
4. Foundation drain out to the RT 87 is progressing along.
5. Sheet rock being delivered
6. Windows are installed at main floor.
7. Site work is behind. Today we received Uncas Health approval for relocated Leaching Fields.
8. GC expediting trench and electrical conduit from Rt 87 to complex.
9. HVAC rough ductwork is substantially completed.
10. Smoke/wall barrier is awaiting for the state fire marshal’s office to respond.

Kevin: We came up with another approach for the issue. That detail would allow the joists to pull away from the rim board and not endanger the two-hour wall. The town fire marshal says that he is talking to the state fire marshal.

Jim: Town fire marshal, Scott Schuette, has submitted this revised sketch drawing to the state.) Hope to be resolved by the end of this month.

L) revised schedule still looks tight, but on time. As long as approvals come in. We have lost some work hours due to Covid.

3.3 Communications from Board of Selectmen

None.

3.4Update of Revised Location of Leaching Field:

 Today Uncas Health formal approval for revised locations was issued.

4.0 New Business

4.1Discuss and Act Upon Proposed Contract Change Orders from J A Rosa, LLC.

**PCO #17 Flagpole $8,666.43** for a flag pole, concrete and pavers, light fixture for illumination.

We never had a flagpole in the plans since we did not know how the parking lot would look. Jim reviewed the proposal and had no objections.

**Motion to pay for the** **proposed contract change orders #17 from J A Rosa, LLC by Maggie, 2nd Linda. Motion Tabled.**

Discussion of regarding appearance and type of Paver. Jim Russo did not include in Package so we will revisit at the next meeting.

**PCO #18 Insulation** There has been an increase of prices in insulation. The increase is for $19,500.

James Sita: Rosa has removed their overhead and profit. A Texas insulation factory fire has caused a nationwide hardship. **Motion to pay proposed contract change orders #18 by Maggie, 2nd Vin Motion passes 8-1-0.**

Discussion: Jim Russo thought it was fair to assist our General Contractor here. Insulation isn’t something that could have been stored. The building committee is showing goodwill and willingness with J A Rosa.

Chris: Other materials have been up too, what is going to happen.

Cathe: Is this going to happen more moving forward?

John Rosa: Insulation, Chemicals and Steel Products was widely infected by Covid during the past 2 years. It is very specific to this industry. John Rosa also stated that they will not request any additional compensation for Materials for the remainder of the Project.

PCO #19 $900.73 Additional Power/Data in Community Room

An add-on for a smart TV into the community room. Data plug, power.

**Move to pay for the change #10 made by Maggie, 2nd Vin. Motion passes unanimously.**

PCO #21 UG Utility Conduit Eversource has relocated the power one pole north. Additionally, the transformer is relocated near the building. Revisions compile a credit.

**Move to accept credit of ($6,039.50)** made **by Maggie, Julie. Motion passes unanimously.**

4.4 Other Business

a) Jim has been in discussion with Frontier. We are going to plan for new service of 12 pair of lines.

b) Reviewing the drawing—7 phones and 1 remote phone. Team reviewed locations with Matt. The cordless phones are cheaper and hoped that there would be multiple handsets. (No.)

Maggie: There should be more than one wireless phone in the building—at least one on each Floor. One phone line has to be dedicated for the elevator,

There is a phone in every office and desks. Proposal includes a one-year warrantee.

 ESC Corporation.

**Motion to order phones from ESC Corporation in an amount not to exceed $5000 made by Maggie, 2nd by Vin. Motion Passes 9-0-0.**

b) FFE: Matt has been reviewing shelving with consultant.

Matt: We are looking at bids on what we need for shelves. Main floor-31 new cases. 72” high. Double sided maple. We like the style of the shelves we have and want to contrast with the maple color. We are changing some of the cases upstairs in the reading room.

James Sita: we need to make sure none of the thermostats are covered by bookshelves.

c) Berkeley: are we running electricity conduits out to the tree?

Jim: Yes, once we will find out where the tree is going to be.

Berkeley: No fountain, but what about water? It shouldn’t be that expensive.

Jim: At an earlier meeting it was decided that this feature isn’t part of the project.

* Invoice Application #6 work from contractor L. Rosa, LLC for $359,891.29 (44%

Complete).

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

* Invoice #22001 Jacunski Humes for Professional Services in December 2021.

$3,875.00

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

* Invoice #22002 from Jacunski Humes for Site Contract Administration Services in

December 2021. $1,000.00

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

* Invoice JTL-FFE-2 from 4D Design and Decorating, LLC for design services through Jan 1,

2022. $,2500

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

Discussion: Matt is confirming that more than one supplier is used.

* Invoice 028690 WB Myer for $1,353.60 Monthly storage fee for December.

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

* Invoice #TSMT9430 from Tri state Materials Testing Lab for testing lab inspection

services up to 11/14/21 for $280.00

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

* Invoice #90023096 from STV Professional Services for the month of November (up to

11/26), $8,397.04

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

*\*When going over this invoice, it was discovered that the October invoice was written incorrectly in the 12/9 minutes. That error will be amended at the next meeting.*

* Invoice #7048 from Waller, Smith and Palmer, PC for November discussions with SHPO

and a building committee meeting (35 minutes) regarding the archaeological dig and leeching field for $750.00.

**Motion to Pay, Julie, 2nd Jim. Passed Unanimously.**

6.0 Adjournment

Next meeting Wednesday, January 26, Zoom at 7 pm.

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

 Meeting adjourned at 8:08.

Respectfully Submitted,

Lisa Matson, Secretary