MINUTES

TOWN OF LEBANON CT

Jonathan Trumbull Library Building Committee

Regular Meeting

Wednesday, October 26, 2022-7 PM

Hybrid meeting, Zoom and in person at the JTL Community Room

Members present: Jim Russo (Chairman), Lisa Matson, Cathe McCall, Linda Wallace, Berkeley Nowosad, Vin Shea

Also present: Matt Earls, Library Director

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

2.0 Public Comments: None

3.0 Minutes

3.1 Minutes: Review, Modify and Approve Minutes of Regular Meeting September 28, 2022. Revised as Follows

The minutes had the incorrect date of the meeting. It should have said September 8, 2022

4.3 Linda meant that the chairs not be left at the community center.

5.4 New Business: Julie was going to prepare a mockup of a Plaque for Hugh Trumbull Adams.

**Motion to accept the minutes with identified revisions made by Jim and 2nd by Vin,**

**Motion Passed Unanimously.**

4.0 Old Business:

4.1 Jacunski Humes Architects Report

 a) Kevin is on the mend.

 b) We are still waiting for the final certificate of occupancy.

4.2 Owners Projects Manager (STV) Report-Harshitha

1. Harshita couldn’t make the meeting. Cupola and weathervane are installed and they look great.
2. Next Wed or Thurs will begin the installation of the stone coping for the stairs and rear wall.
3. The Project is basically completed, so we won’t require STV’s services any longer.

4.3 Communications from the Board of Selectman/Town Officials

1. We are required to have drawings prepared for the additional landscape architecture designs at the North Elevations.
2. Our Landscaper stated that we should wait until next spring to do the Re seed of the entire project. Everyone was in agreement
3. The church footing drain is discharging right on the sidewalk next to the handicapped parking. The church says there is no law/town ordinance that says they can’t do that.

Jim’s concern is there will be a pool of ice at the Handicapped Sidewalk Entrance if this isn’t corrected prior to Winter Months.

Kevin Cwikla is going to add this drainage issue as a component of the Global Settlement with the Church regarding the ongoing lawsuit.

5.0 New Business

5.1 Discuss and Act Upon Schedule of Meetings for Calendar Year 2023

1. The chairman is using the same logic of the past years. We are going to meet on the 2nd Thursday and 4th Wednesday of the month, except November and December when we will meet just the 2nd Thursday
2. We will most likely not need all of these meetings.

**Motion to accept the calendar as revised made by Vin and seconded by Cathe.**

**Motion passed unanimously.**

* 1. Discuss and Act Upon Proposed Owner Scope Revisions.
1. Plaque costs of $4,295 if it is 18” x 12” to identify both previous construction projects of the Library.
2. Suggestion to have a plaque just honoring Hugh Trumbull Adams and install it outside of the Main Entrance. What about the other building committees? Were there plaques? According to Linda Wallace and Matt Earls, Plaques from 1968 and 1974 were never installed.
3. Conclusion, Committee will develop one plaque to honor our benefactor. It will cost between $3000-$4000.

5.3 Discuss and Act Upon Proposed Contract Change Orders form J A Rosa, LLC

**None.** Jim commented that have a balance of $67,252,94 in our Construction Budget.

The chairman wants to close out the contract with the General Contractor, but there are still a few items to be undertaken and completed. Our Committee will expedite those items individually outside of J A Rosa, LLC.

* 1. Other Business
1. There is much interest in volunteering for the Future Landscaping, so there will be a few meetings with our Designated Landscaper Architect.
2. Elevator entrapment last week. Electrical Brown outs are causing a fault. If the elevator is in motion and there is a brown out, it can get stuck between floors. There needs to be some kind of uninterrupted electrical service installed so this doesn’t happen again.

The fire department will receive an elevator key and there is one on site within the Knox Box.

c) Jim is going to work with Kevin Lipe related to additional Library Signage on the north side of the building next Month.

6.0 Review and Approval of Invoices.

* Invoice #90025930 from STV for professional services from 8/27/22 - 9/30/22 $1,362.00

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

* Invoice # 8133 from PSI-New England Storage Products for installation of shelving $650.00

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

7.0 Adjournment

Next meeting Thursday, November 10th, Hybrid at 7 pm.

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

Meeting adjourned at 7:33.

Respectfully Submitted,

Lisa Matson, Secretary

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