**MINUTES**

**TOWN OF LEBANON CT**

**Jonathan Trumbull Library Building Committee**

**Regular Meeting**

**Thursday October 27­­­, 2021-7 PM**

**TELECONFERENCE BY ZOOM**

Members present: Jim Russo (Chairman), Lisa Matson, Vincent Shea, Cathe McCall, Chris Darrow, Linda Wallace, Maggie McCaw

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

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 Thursday, October 14, 2021.

**Motion to accept the minutes, Maggie** 2nd **Vin Motion Passed 6-0-1 (Maggie)**

3.0 Old Business:

3.1 Jacunski Humes Architects Report

a) Firewall Detail—the Architects have met the code for the fire separation.

The design indicates a two-hour safety rating. Jason has forwarded the design to the State Building Official for their review. Kevin is certain that this on only a glitch.

b) Things are going very forwarded well. No outstanding RFI’s in the last two weeks. They have been answered and we are moving forward.

Design Team is waiting for Resubmittals.

Weather has been an issue, but it’s moving along.

Jim commented that all material testing on the concrete has exceeded the specifications.

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

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

1. There has been a lot of progress structurally since last meeting.

The overall schedule has been recovering time and well within the time frame for completion.

Wood Framing/Truss Installation has been proceeding.

Lower slabs have been set in place.

Foundation walls have been saw cut and removed from the lower level.

b) To do next period: complete roof (plywood and roof)

 By the middle of December, the whole building will be weather tight.

 Windows in the next couple of weeks.

3.3 Discuss and Act upon Adding Lightning Protect System to Project’s Scope of Work For $17,020.00.

All of the rooftop equipment will be grounded. Multiple points of lightning grounding. This protection is much more than a residential system. It will be certified.

This system will stay with the building after construction.

**Motion to accept proposal for Lighting Protection System to the Project’s Scope of Work by LePine Electric Contract for $1,7020.**

**Motion by Maggie, 2nd Julie. Motion passed 5-1-1 .** (Chris)(Cathe)

3.4  Review Findings of Archeological Phase III Exploration.

There will be a special meeting this week with SHPO related to the findings of the dig (cut stones covered by two feet of topsoil) and the next required Archeological Phase of exploration.

Phase IV should entail four days.

We had to notify SHPO of our continuous exploration on site.

3.5 Communications from Board of Selectmen

1. Kevin: The Tree Planning Committee is meeting tomorrow to finalize out the type of holiday tree. The planning and zoning committee is also talking about the tree.

The Board of Selectmen will have the final decision. On December 6th there will be a tree lighting ceremony on Rt. 207.

1. The Board of Selectmen have requested that we add a Recharging Station in the parking lot. The Design Team would prepare a charging station design on the northeast part of the driveway. (A fee will be charged.) The charging station wouldn’t encroach the green.

**Discussion:** If Town install it in a later date, it would more expensive. We only have 15 parking spaces. Each space is precious.

Jim stated that moving forward all public Budlings/Schools/Community Centers/Senior Centers will be required to install charging stations. Catherine commented that each Model Vehicle would require its own station.

After further comment, this topic was Tabled.

3.6 Review and Act Upon Design Revisions to Project (Exterior Water Fountain)

a) New Interior Water Fountain with Bottle Filling Station is included in the master located in the corridor to the proper Library. After discussion related to an exterior fountain, it was concluded to be too expensive and a highly maintenance feature. Design Feature was not entertained to be included in Site Development Scheme.

4.0 New Business:

4.1 Discuss and Act Upon Archeological Phase IV Exploration.

Motion to commence Phase IV made by Maggie, 2nd Vin. Motion Passes 6-0-1 (Cathe)

4.2 Discuss and Act Upon Meeting Schedule for calendar year 2022

Jim is proposing our meeting on the Second Thursday and 4th Wed of the month, with only one meeting on the 2nd Thursday in November and December.

Motion to accept the calendar as proposed by Maggie, 2nd Vin. Motion passed unanimously.

4.3 Jim commented that we commence be planning our FFE Design next Month.

a) What are the new needs and wants (Matt)? The Interior Designer is coming on Tuesday at 2:00 to commence the process.

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Maggie: Will the committee be seeing presentation boards? They are at the library for view.

Jim commented that the complex will have to go for an electronic telephone system.

b. Chris questioned what’s happening with the additional fencing approved at the last meeting? Jim Stated that a week or so is required for the proper paperwork to be initiated to the General Contractor.

 Our OPM will ask the General Contractor about the fence installation.

5.0 Review and Approval of Invoices

* **Invoice # 90022523 from STD/DPM for services from 8/28/21-10/1/21 for $9,860.70**

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

* **Invoice # 9057 from Megson, Heagle & Friend for Civil Engineering services from 4/9- 10/22 $18,788.75**

Discussion: Chris-Is this been an item that has been in our proposal?

Jim-Yes, this was in our Budget from the onset.

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

* **Invoice #TSMT 8978 from Tri state Materials Testing Lab for services from 7/15/21-7/24/21 for $1,601.00**

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

* **Invoice #TSMT9200 from Tri state Materials Testing Lab for services from 9/13/21-9/25/21 for $2,674.00**

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

* **Invoice #TSMT9259 from Tri state Materials Testing Lab for services from 9/27/21-10/3/21 for $1,212.50**

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

6.0 Adjournment

Next meeting Thursday, November 11, Zoom at 7 pm.

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

 Meeting adjourned at 8:05 .

Respectfully Submitted,

Lisa Matson, Secretary