**MINUTES**

**TOWN OF LEBANON CT**

**Jonathan Trumbull Library Building Committee**

**Regular Meeting**

**Thursday July 8, 2021 – 7 PM**

**Town of Lebanon Community Center (Temporary Library)**

Members present: Jim Russo (Chairman), Maggie McCaw, Lisa Matson, Cathe McCall, Vin Shea

Others present: Matt Earls (Library Director),

1.0 Call to Order

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

2.0 Review and Approve Minutes of Regular Meeting June 23, 2021.

**Motion to approve the minutes of the June 23rd meeting by Maggie, 2nd by Vin. Motion Passes 5-0-0.**

3.0 Old Business:

3.1 Ground Breaking Ceremony of 1:30 PM today.

Went very well this afternoon.

3.2 Status of Construction Work to date.

1. The chairman developed schedule of the project including its anticipated completion. The starting and finish dates as shown are accurate. Preliminary expecting to be completed by June of next year and library relocated by July 15, 2022.
2. Asbestos abatement is 100% complete.
3. The first job meeting was last week. There is an emphasis on safety.
4. Extras: The built-ins desks were sitting on top of asbestos tiles. Jim negotiated $2600 for its legal removal.
5. Another grouping of tiles under the wall to be removed. Jim is in the process of negotiating with the J A Rosa. We still have to remove the roofing.
6. Interior walls are removed with new partitions being installed.
7. So far, the pace of the Project seems managed well.
8. Brian Humes recommends we negotiate a change order proposal to Rosa rather than going out to bid for the Site Scope Bid Package. (Could save time and money.) Sounds like a good idea. The chairman is going to expedite the site drawings to Rosa.
9. Is there a limit to the cost of the change order? JRR will review with Design Team.
10. Bldg. Permit for the excavation and concrete work issued by Town last week. Complete unconditional Permit to be issued later this Month.
11. Christmas Tree has been requested by Selectman to be removed after Christmas of this year.

Jim will instruct Site Contractor

4.0 New Business:

4.1 LHS approval letter of PZC Approved Site Drawings.

The LHS approved the Site Drawings per letter issued to Board of Selectman.

4.2 Status of Contract Agreement with STV/DPM.

There is some wording that needs to be resolved in the contract. The chairman is expediting its resolution by Monday. If the contract terms can't be agreed on, Jim is going to request the Board of Selectman for a “Notice to Proceed”.

4.3 Discuss and Act upon Utilization of DAS Contract Procurement System for

“Commissioning of HVAC/PLB Systems”

Project requires an independent 3rd party to inspect the HVAC/PLB Systems. Motion to approve Utilization of DAS Contract Procurement System for “Commissioning of HVAC/PLB Systems” made by Cathe, 2nd by Vin.

Motion passed 5-0-0.

5.0 Review and Approval of Invoices

Invoice #57665 from Mystic Quality Air $7,075. For monitoring of the air quality during asbestos abatement.

**Motion to approve: Vin, 2nd by Cathe. 5-0-0 passed***.*

Invoice #4954 from Waller, Smith and Palmer for legal services in the month of May. $3,874.00

**No action taken**.

Invoice #21179 Jacunski Humes for Professional Services in June 2021. $3,875.00

**Motion to approve: Vin, 2nd by Maggie 5-0-0 passed.**

6.0 Adjournment

**Motion to adjourn made by Maggie, Vin. Passed unanimously.**

Respectfully Submitted

Lisa Matson, Secretary