**MINUTES**

**TOWN OF LEBANON CT**

**Jonathan Trumbull Library Building Committee**

**Regular Meeting**

**Wednesday May 26, 2021 – 7 PM**

**TELECONFERENCE BY ZOOM**

Members present: Jim Russo (Chairman), Maggie McCaw, Lisa Matson, Vincent Shea, Julie Culp, Cathe McCall, Chris Darrow, Linda Wallace, Berkeley Nowosad (7:20)

Others present: Matt Earls (Library Director), Kevin Lipe (Jacunski Humes Architects LLC)

1.0 **Call to Order**

The meeting was called to order by Chairman Russo at 7:03.

2.0 **Minutes**

2.1 Review and Approve Minutes of Regular Meeting of April 28, 2021.

**Motion to accept the minutes,**

Maggie, Julie 2nd Discussion: none Passed **8-0-0.**

2.2 Review and Approve Minutes of Special Meeting of May 13, 2021.

**Motion to accept the minutes,**

Maggie, Linda 2nd Discussion: none Passed **8-0-0.**

3.0 **Old Business**:

3.1 Status of the re application of the State Grant to the State Library Commission.

 Last Matt heard, Senator Cathy Osten’s office is assisting the Town with negotiations.

The Board of Selectman have not contacted our Board with any resolution. Jim Russo opinion that final direction should be rendered by June 9, 2021

3.2 Review status of Site Development Drawings.

Tuesday May 25th the final package of Site Development Drawings was presented to the Town including but not limited to septic, parking, planting, lights (lumens study).

Phil Chester and Brandon Handfield are preparing packages for review by PZC and Lebanon Business Design Review Board.

3.3 Review Status of R F P for Owners Project Manager Services (AKA Clerk of the Works).

RFP is out to Public Bid and due on June 8. The Chairman is going to answer submitted questions by Firms at the end of this week.

We will review submitted bids at our June 10th Meeting. Budget is $120,000. There is some interest per submitted questions.

3.4 Status of Contract Agreement with J A Rosa, LLC.

We have been negotiating with some of the edits of both Attorney’s. Hoping for a formal contract signed by June 1st. J A Rosa has applied for a demolition permit this week. At this time, Jim Russo anticipated Demolition Phase commencement by 3rd or 4th week of June.

4.0 **New Business**

4.1 Lebanon Green Business Design Review Board Meeting June 1, 2021.

Phil Chester has established a meeting to review the Package of the Site Development Drawings. (The library is in the business district.) The Chair will attend as the Chair of the LBC.

**4.2 P Z C Final Review of Site Development Drawings**

**Formal submission to the PZC will be scheduled after the Lebanon Green Business Design Review. Probably the 2nd or 3rd week of June. They usually meet on the 3rd Monday of the month.**

4.3 Site Development Drawing Submission to Lebanon Historical Society

Jim Russo was informed this week that Library Parcel Deed Restrictions do not impose an obligation for the Town to provide notice to the LHS of Site Development Drawings or grant a right to the LHS to review, comment or request revisions to such Plans. Chairman recommends that once we proceed through the Review Board and PZC, a courtesy set of Documents will be expedited to the LHS. Jim Russo anticipates that submission in Mid to Late July.

4.4 Library Relocation Start Date

The Contract has a couple of issues which are being worked out. The move is planned for next Tuesday June 1st. Relocation should take four days. By Monday June 14th the library will be empty.

Jim Russo stated that the pool is scheduled to be open this summer. Cooperation will be required with Staff/Library Patrons/Swimmers.

5.0 Review and Approval of Invoices

5.1 Waller Smith Palmer. P. C. – Old Invoice Package

This Invoice seems unprecedented. Is the Project is expected to pay for Legal Services that we had no control of it? Will we continue to have monthly bills? Jim Russo anticipates another $5,000 for legal services in May & June

The committee’s opinion that that Town’s Legal Account should pay for Contract Reviews and SHPO Issues, not the Project.

No motion made. Tabled.

5.2 Waller Smith Palmer, P. C. – New Invoice of May 11, 2021

No motion made. Jim will have a discussion with the town selectmen. Tabled.

6.0 Adjournment

 Next meeting is Tuesday, June 10th. Zoom or in-person TBD.

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

 Meeting adjourned at 7:54 .

Respectfully Submitted

Lisa Matson, Its Secretary