MINUTES

TOWN OF LEBANON CT

Jonathan Trumbull Library Building Committee

Regular Meeting

Thursday, December 8, 2022 7 PM

Hybrid meeting, Zoom and in person at the JTL

Members present: Jim Russo (Chairman), Lisa Matson,Linda Wallace, Berkeley Nowosad, Julie Culp (online), Cathe McCall (online)

Also present: Matt Earls (library director)

1.0 Call to Order

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

2.0 Public Comments: None.

3.0 3.1 Minutes: Review and Approve Minutes of Regular Meeting November 10, 2022.

**Motion to accept the minutes by Linda**,**Second Berkeley, Motion Passed 5-0-1**

4.0 Old Business:

4.1 Jacunski Humes Architects Report: Kevin is back at work but is at rehab. He sent Jim sketches of exterior signs for both south and east side of building.

4.4 Communications from the Board of Selectman/Town Officials:

 Jason Nowosad has signed a certificate of occupancy. Awaiting Copy from J A Rosa.

5.0 New Business

 5.1 Discuss and Act Upon Proposed Owner Scope Revisions.

1. Sketches for on building signs.

Right hand side (south) and in between windows (east)

Jim recommends that we stay with the 8-inch size on the far right. This will get the most views from Car Traffic. It is Elevation 4S

Jim will get a price for the letters. Black and/or Silver?

**Motion to entertain a price for sketch 4S made by Berkeley, 2nd Linda. Motion passes unanimously.**

1. The proposal for the landscape architect design is $7,500.

We could have the design done over the winter and then go out to bid for installation in the Spring.

Cathe: Why do we have to use the landscape architect?

There is a requirement for drawings at a presentation to the Village Green Design Review Board and PZC.

**Motion on the table to enter into contract with Linden Landscape Architects 6-1-0 for $7,500. Motion made by Berkeley, 2nd Linda.**

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

 None.

5.3 Other Business

1. Matt has been reviewing new furniture for the adult room, OPACs Stand Up Computer

 and a lectern for the community room (On wheels). He doesn’t have one picked out, but

 is looking. Budget costs of $4,700 for the OPECS and lectern. This won’t happen until

 the new year.

 **Motion to approve $5000 for two OPAC stations (ADA compliant) and a lectern made by**

 **Berkeley 2nd Linda. Motion passes unanimously.**

1. Matt researched love seats, lounge chairs and coffee table for the Mary Trumbull Adams Room. When Matt gets the swatches, he will let us know so we can come in and look.

$16,000 for two love seats, two lounge chairs and a couple of coffee tables.

 **Motion to allow the library director to purchase two love seats, two lounge chairs and up**

 **to three coffee tables for $16,000 made by Linda, 2nd by Berkeley. Motion passes**

 **unanimously.**

1. The downspout from the church was relocated. The town and the church haven’t settled yet, but will be this winter.
2. Question if we have to appoint another committee member? We want to be legal, but we will be done by June. Jim will check with Town Officials

6.0 Review and Approval of Invoices.

* Application for payment to J A Rosa LLC from 11/12/22 for 96,881.75. (Balance of $96,880.86)

**Motion made by Linda, 2nd by Berkeley. Motion passes unanimously.**

* Invoice #1134 from LePine Electric to Provide and Install (4) duplex receptacles and 2 data work area outlets for $3,804.04.

**Motion by Berkeley, 2nd Linda. Motion passed unanimously.**

7.0 Adjournment

Next meeting Thursday, January, Hybrid 7 pm.

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

 Meeting adjourned at 8:23.

Respectfully Submitted,

Lisa Matson, Secretary