**MINUTES**

 **TOWN OF LEBANON CT**

**Jonathan Trumbull Library Building Committee**

**Regular Meeting**

**Thursday December 10, 2020 – 7 PM**

**TELECONFERENCE BY ZOOM**

 AUDIO WILL BE POSTED ALONG WITH THE FORMAL MINUTES.

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

Others present: Matt Earls (Library Director), Kevin Lipe, Brian Humes (architects)

1.0 Call to Order

The meeting was called to order by Chairman Russo at 7:00.

2.0 Consider and act upon the minutes from November 12, 2020 Regular Meeting.

Change to: 2.0 “Motion made by Maggie McCaw”

Motion to accept the minutes as amended made by Julie Culp, Linda seconded the motion.

Motion passed 8-0-0.

3.0 Correspondence

3.1 Board of Selectman/State of CT Library Commission.

CT Library Commission contacted the Town and stated that this project is required to be under construction by Jan 28th. Legal Counsel negotiated that we will be out to bid by January 28th. Additionally, our Team will submit Drawings and Division One Specifications to the CT Library Commission along with the formal Invitation to Bid on January 15. As of this evening, our Library Grant is still secured.

We are on track to go out to bid by January 18 with bids being due on or about February 15 (adjustable).

 4.0 Old Business:

 4.1 Status of SHPO Application

Since our last committee meeting, the Board of Selectmen met in executive session with the Historical Society Representatives. They agreed to a global settlement for the Project Parking Scheme. The Revised Plan is the best we can do and has met the additional approval of SHPO and CT AG’s Office. Our Design Team is in the process of inserting that Scheme into final drawings. (34 spaces which includes several on the church parcel.)

4.2 Status Archeological Survey

Brian Handfield will place the parking lot plan on top of his scheme and then submit it to SHPO by the end of the month.

4.3 Status HAZMAT Survey

The documents are done and sent to Jacunski Humes. The scope of work is defined and will be part of the final bid package.

4.4 Status of Soils Tests and Investigation

The soil boring test were completed on Dec. 2nd. The findings were sent to Jacunski Humes and then passed along to the Structural Engineers this week.

4.5 Review of Architectural Drawings

These CD Drawings are 80% done.

Discussion re: design, book drop, teen area too big, storage, floors, plumbing

The design looks great and everything fits well in the setting.

The Professional Estimate should be completed by the middle of next week. The estimator will only give an (90% construction only) estimate on the building.

Our Architects require more information before the Site Estimate can be made. Jim will prepare an estimate for Site Development.

Due to timing of Design, a Building-only bid package will be issued in January with a separate Bid Package for the Site Development thereafter.

Jim has delivered to the fire marshal and building inspector lasted set of documents for their preliminary review.

5.0 New Business

5.1 Schedule Review

Project are going out to bid on January 18, bids returned on February 18 and two weeks for bid review.

One year for construction. Grand Re-Opening April 2022.

5.2 Meeting with Lebanon Green Design Review Board

A meeting is scheduled along with Phil Chester next Monday Dec. 14. (ZOOM)

 5.3 Meeting with Lebanon Planning & Zoning Commission

On December 21, there is a meeting with the Planning and Zoning Commission (ZOOM).

6.0 Review and Approval of Invoices

Invoice #20328 Jacunski Humes $15,500.00 for Architectural Services. 80% of document phase

Move to approve made by Julie, 2nd Linda. Motion passes unanimously.

Invoice # 21353 $4.500.00 Clarence Welti Associates, Inc for soil boring test

Move to approve made by Maggie, 2nd Julie. Motion passes unanimously.

Invoice # 56370 $400.00 Mystic Air Quality Consultants Inc. Asbestos abatement plan for the Bid Package.

Move to approve made by Maggie, 2nd Linda. Motion passes unanimously.

Invoice #1 JTL-FFE dated 11/30/2020, $1,660.00. 4 D Design and Decorating LLC for FFE consulting.

Move to approve made by Maggie, 2nd Linda. Motion passes unanimously.

Invoice #2020-6-3 $689.78 J R Russo LLC for reproduction cost of plans for the Building Committee use.

Move to approve made by Maggie, 2nd Vin. Motion passes 7-0-1

7.0 Public Comment

Should we prepare an update of the Project for the Lebanon Life? We will review again next month after the drawing have been sent to the State of CT.

8.0 Adjournment 8:10

Motion to adjourn made by Linda 2nd by Julie. Motion carried unanimously.

Respectfully Submitted

Lisa Matson, Secretary