**MINUTES**

**TOWN OF LEBANON CT**

**Jonathan Trumbull Library Building Committee**

**Regular Meeting**

**Wednesday, October 28, 2020 – 7 PM**

**TELECONFERENCE BY ZOOM**

Members present: James Russo (Chairman), Berkeley Nowosad (at 7:08), Maggie McCaw, Catherine McCall, Vincent Shea, Linda Wallace, Lisa Matson, Chris Darrow, Julie Culp

Others present: Matt Earls (Library Director), Kevin Lipe (Architect), Brandon Handfield (Yantic River Consultant LLC)

1.0 Call to Order

 The meeting was called to order by Chairman James Russo at 7:01.

2.0 Consider and act upon the minutes from the October 8, 2020 Regular

 Meeting.

 Amend to add “Lisa Matson” as attending the October 8th meeting.

 Motion made by Maggie McCall to approve the minutes of the October 8th 2020 meeting as amended. Linda Wallace seconded the motion. Motion carried 7-0-0.

3.0 Correspondence:

 3.1 Board of Selectman-none

4.0 Old Business:

4.1.A Status of SHPO Application—no further progress with SHPO.

4.1.B There was an Oct. 19 meeting with the Historical Society held in executive session as a Board of Selectmen Meeting. All Parties acknowledged that the Historical Society proposal is 13 parking spots and we propose 35. There will be a further meeting in November regarding negotiating mutually agreeable parking lot size.

Library Members discussion is that this was an illegal Executive Session Meeting and they question the transparency of these negotiations as undertaken.

 4.2 Status of Architectural Drawings—

 a. Kevin will deliver a 50% CD set of drawings on Friday. Kevin found an additional 200 sq. ft. of storage space within the proposed lower level Mechanical Room. Jim will reproduce one set and delivery to the library for review next week.

Jim received Draft Division 1 of the Contract Specifications. He forwarded them to Maggie, Board of Selectman and Legal Team.

 b. **Plumbing:** Chris stated that the plumbing fixtures need to be revised to be more efficient. Hands-free sensors as well as lower water volume plumbing fixtures need to be revisited. When the town has to maintain the plumbing in the future, we need quick access to locate parts. Chris will forward his concerns to Jim Russo for further review with the Design Team

c. **Mechanicals:** Question re: What is the recommendation for air circulation, especially in a COVID Environment. Architect will review and discuss at next meeting.

4.3 Status of Archeological Survey

a. Brandon Handfield did some non-evasive testing on the green—Hand auger tests at areas of expansion and Parking Lot Footprint (35 Cars).

b. From the proposed expansion toward the parking, all the soil was disturbed, so there will be no archeological sensitivity.

c. North of the parking lot (from the fire pit and north) has mostly undisturbed soil, so there might be more sensitivity and may require further investigation. 10 parking spaces (Most Northern Boundary) may be in a more sensitive area.

d. Recommendation: Fine tune the parking agreement before Phase II report is finalized.

e. At this phase of Design, we should plan to install septic system in the most NW Corner of the Library Parcel.

4.3 Status of HAZMAT Survey--

Investigation Survey is two weeks late due to Covid Issues. Consultant was on Site Tuesday and expecting results and recommendations in the middle of November.

5.0 New Business

5.1 Consider and Act Upon Proposed Meeting Schedule for 2021

Motion to accept the schedule as submitted. Maggie, Cathe

5.2 Consider and Act Upon Contract for FFE (Furniture/Fixtures/Equipment) with 4 D Design & Decorating, Inc. in the amount of $1,660.00. for Phase I FFE. 4 D Design & Decorating, Inc. will select and assist with the procurement of this equipment.

Motion made by Maggie McCall Seconded by Linda Wallace

Motion passed. 8-0-0.

6.0 Review and Approval of Invoices: none

7.0 Public Comment-none.

8.0 Adjournment

 Motion made by Chris; 2nd Cathe Motion Carried unanimously.

 Meeting adjourned at 7:53.

Respectfully Submitted

Lisa Matson, Secretary