**MINUTES**

**TOWN OF LEBANON CT**

**Jonathan Trumbull Library Building Committee**

**Regular Meeting**

**Thursday, February 10, 2022-7 PM**

**TELECONFERENCE BY ZOOM**

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

Also present: Matt Earls, (library director); Rick Davidow (owner’s representative); Kevin Lipe (architect),

1.0 **Call to Order**

The meeting was called to order by Chairman Russo at 7:04.

2.0 2.1 Minutes: Review and Approve Minutes of Regular Meeting Wednesday, January 26, 2022.

**Motion to accept the minutes by Maggie**,**Second Linda, Motion Passed 8-0-0.**

3.0 Old Business:

3.1 Jacunski Humes Architects Report

1. The project is moving forward and going smoothly. We are 50% completed. We should try to get out there for another Saturday visit (after stairs are installed).
2. Sheetrock is defining the spaces.
3. Fire barrier wall has not yet been approved.

How long before this issue hold things up?

Rick: We have decided to move forward without the approval. The sooner we get this the better, but we are waiting on the state.

1. Cathy: Brick isn’t matching well.

Jim: The new brick hasn’t been cleaned. You can never get a perfect match.

Kevin: Brick cleaning is part of the scope. Both the brick and the mortar are pretty close. This will occur in the Spring

3.2 Owner’s Project Manager’s (STV/DPM) Report

Rick Davidow acting designated as the Owner’s Project Manager.

We are staying on schedule. Biggest issue is the barrier wall.

1. Spray Insulation is proceeding.
2. Weather has held up site work.
3. Stair landings are in.
4. Rosa has submitted the millwork and they have been reviewed and returned.
5. Installing windows in basement level.
6. Ceiling Drywall is progressing
7. Slabs concrete infills at lower level will be scheduled soon.
8. Let’s hold off on a Saturday Visit until the mud disappears.

3.3 Communications from Board of Selectmen

None.

4.0 New Business

4.1Discuss and Act Upon Proposed Contract Change Orders from J A Rosa, LLC.

**PCO #20 Mop Sink Revision $1,076.84 (2 Units)**

1. Supply chain problem. The Specified Sink is no longer manufactured. Revised unit is $1,076.84 additional. It is made of Terrazzo, not plastic and there are two units.
2. We should not be paying a tax on this. Tax needs to be deleted.
3. Chris questions whey the engineer chose the same mfg. and why HHS utilized the same Supply House and no other suppliers checked? Why did we go with Torrco? We don’t need this upgrade.
4. Jim Stated that HHS buy the entire package from one supply house which is very typical in the industry.
5. Chris commented that he will forward to Jim a Supply House source which can furnish this exact size/model.
6. **Tabled to next meeting.**

**PCO #23 Excavate Old Septic Tank** $**1,837.50**

1. We came across and abandoned septic tank and it was required to be removed by Uncas Health.

**Motion to pay for the proposed contract change orders #23 from J A Rosa, LLC by Maggie, 2nd Vin Motion passes unanimously.**

**PCO #24 Plywood Blackboard $686.10**

1. For the racks of technology equipment. This is for ease of installation.

Vin: This is something that was omitted in the drawings. There are panels in the electrical

room but not the server room.

Chris: This should have been put in originally. It wouldn’t have been a $700 cost originally.

**Motion to pay for the proposed contract change orders #24 from J A Rosa, LLC by Maggie, 2nd Julie. Motion passed unanimously.**

**PCO #25 New Well Tank $630.76**

1. There was a place holder because architects didn’t have water usage and could not verify flow or size. This is just the Material Cost Increase No Labor fluctuation.

Chris: You knew the water usage when you designed the building.

Kevin: Placeholder was a good idea. There was a lot of coordination that had to happen. A lot was unknown.

**Motion to pay for the proposed contract change orders #25 from J A Rosa, LLC by Maggie, 2nd Vin. Motion passes 6-1-1**

**PCO #26 Smoke Damper $ 2,506.33**

1. Kevin: After the rear wall was taken down, they found that the new girder truss was going to be conflicting. Ductwork had to be rerouted and an additional damper was needed, per code.

**Motion to pay for the proposed contract change orders #26 from J A Rosa, LLC by Maggie, 2nd Linda. Motion passes 7–1- 0.**

**PCO #27 Wiring for Existing Smoke Dampers $2,403.87**

1. Not shown on the electrical drawing but required.

**Motion to pay for the proposed contract change orders #27 from J A Rosa, LLC by Maggie, 2nd Linda. Motion passes 7-1-0**

**PCO #28 Camera System $28,786.44**

1. Cameras will be wired to a separate Desk Monitor. Records at least 7 days of secure taping. System as specified is very expandable. Addition Interior/Exterior Cameras could be added if requested.

Four cameras plus set ups and wiring. Two outside and two inside.

Jim commented that these will have swinging cameras which can record 270 degrees

From its mounting.

1. Cathe questioned whom is going to maintain this System? Jim replied that a maintenance agreement will be required after one year of substantial completion.

Cathe: The library will need to budget for maintenance.

**Motion to pay for the proposed contract change orders #28 from J A Rosa, LLC by Maggie, 2nd Vin. Motion passes 6-2-0**

4.2 Discuss and Possibly Act Upon Furniture/Library Book Shelf Proposals

Matt stated that Two bids have been received—Hale and Leot’s Hale is cheaper. Waiting on the Texto bid. The brand new shelving is going to be around $40,000. (72” high, double sided, maple). They are beautiful. Matt wants a carpenter to look at the end panels.

Matt wants another bid on the octagon display tables at $2,200. Possibly pricing round tables.

Children’s room track shelving about $5,000.

Matt will review the proposals with the trustees.

Jim: we can review again at our next meeting.

4.3 Other Business

1. Budget Review: Construction Costs encumbered so far through change order #6

Indicates a Balance of $213, 169 within the Actual Construction Cost Line.

1. Now including all items approved tonight and last week, Construction Cost balance is $166, 705
2. This is good considering we are approaching the finishing phase.
3. Rick: Most of the inspections are done. HVAC is up in that attic. We are looking pretty good.
4. Jim stated that there is another $400,000 in contingency costs which has not been utilized yet.
5. The biggest unknowns are the FFE, which we will be finalizing shortly.
6. The industry is still in COVID mode. But deliveries are coming in in a timely fashion.
7. Frontier is designing the new phone lines into the complex. Those lines will be brought into the complex sometime in late April. They are going to install a new 25 Pair Service.

5.0 Review and Approval of Invoices.

* Invoice Application #7 work from contractor JA. Rosa, LLC for $277, 893.78 (51%

Complete).Through Jan. 31.

***Motion to pay by Vin, 2nd Linda. Motion passed unanimously.***

* Invoice #22031 Jacunski Humes for Professional Services in January 31, 2022.

$3,875.00

**Motion to pay by Maggie, 2nd Linda. Motion Passed unanimously.**

* Invoice #22032 from Jacunski Humes for Site Contract Administration Services in

December 2021. $1,000.00

**Motion to pay by Maggie, 2nd Vin. Motion Passed unanimously.**

* Invoice #22033 from Jacunski Humes for Additional security camera design

$1,380.00.

**Motion to pay by Maggie, 2nd Vin. Motion Passed unanimously.**

* Invoice 029698 WB Myer for $1,353.60 Monthly storage fee for January 31, 2022

**Motion to pay by Maggie, 2nd Linda. Motion Passed unanimously.**

* Invoice #TSMT9642 from Tri state Materials Testing Lab final wood framing inspection

services up to 1/31/21 for $280.00

**Motion to pay by Maggie, 2nd Linda. Passed unanimously.**

* Invoice #TSMT9699 from Tri state Materials Testing Lab for inspection of steel plumb

and level and bolt tightening. $280.00

**Motion to pay by Maggie, 2nd Linda. Passed unanimously.**

6.0 Adjournment

How do we want to meet? Zoom is still fine for everyone.

Next meeting Wednesday, 2/23/22, Zoom at 7 pm.

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

Meeting adjourned at 8:18.

Respectfully Submitted,

Lisa Matson, Secretary