



Jonathan Trumbull Library Building Committee  
February 27, 2013  
Regular Meeting

Present: Alicia Wayland, Cynthia Mello, Margaret McCaw, Julie Culp, Catherine McCall

Absent: James Russo, Vincent Shea, Chris Darrow

*1.0 Call to order*

The meeting was called to order at 7:00 p.m. by the vice-chair Margaret McCaw.

*2.0 Approval of minutes of January 23 2013 Regular Meeting and February 5, 2013 Special meeting*

Alicia Wayland moved to accept the January 23, 2013 Regular meeting minutes as recorded. Julie Culp seconded and the motion passed.

Alicia Wayland moved to accept the February 5, 2013 Special meeting minutes as recorded. Cynthia Mello seconded and the motion passed.

*3.0 Continue Comment of "Request for Qualifications" related to Professional Architectural Design Services.*

The Request for Proposal was published to the Department of Administrative Services (DAS) web site. It should be noted that page 3 was changed to include information on how to obtain the Preliminary Architectural Program which could not be posted electronically as previously planned. CD's containing the information can be acquired through the Lebanon Town Hall web site.

*4.0 New Business*

*4.1 Formal resignation of Charles Westbrook from Library Building Committee Board*

This Building Committee vacancy has been posted by the town. At least one candidate has volunteered for the position and this will be discussed at the next meeting of the Board of Selectmen.

*4.2 Nomination for Secretary of Library Building Committee.*

Alicia Wayland nominated Cynthia Mello to the position of Secretary. Julie Culp seconded the nomination and the motion carried

*4.3 Meeting with the Trustees of the First Congregational Church and Pre-bid sign-in sheet review.*

Alicia Wayland motioned that these items be added to the agenda. Cynthia Mello seconded and the motion carried.

Margaret McCaw reported that she met formally with the church Trustees to bring them up to date on the Building Committee's preliminary plans. The Trustees were in favor of the changes as described.

Cynthia Mello prepared a draft pre-bid sign-in sheet. The committee reviewed this and made suggested changes which she will incorporate and forward to Julie.

#### *5.0 Public comment*

No public comment

#### *6.0 Adjournment*

Alicia Wayland motioned to adjourn the meeting at 7:25 p.m. Cynthia Mello seconded and the motion carried.

Respectfully submitted,

Catherine McCall, Committee Member