

**Town of Lebanon  
Jonathan Trumbull Library Building Committee  
Special Meeting  
Wednesday, May 8, 2013**

**MINUTES**

Members present: Julie Culp, Chris Darrow, Lisa Matson, Catherine McCall, Margaret McCaw, Cynthia Mello, James Russo, Vincent Shea, Alicia Wayland

Also present: Brian Humes, Jay Willerup (Jacunski Humes Architects, LLC)

**1.0 Call to Order**

Chair James Russo called the meeting to order at 7:02 PM.

**2.0 Public Comment**

None

**3.0 Review and Discussion of Final Draft Agreement with Jacunski Humes Architects, LLC and the Town of Lebanon**

Architects Humes and Willerup spoke to the development of the contract for services. Brian Humes will be the Principal for the project with considerable contributions from Jay Willerup, especially in the areas of program development and floor planning. At the request of the committee, final schematic designs will be provided in both PDF and autoCAD formats.

Discussion centered on the proposed AIA Document B101. Questions from committee members were addressed. It was suggested that section 4.3.4 be deleted. It was also suggested that major sections of the contract be deleted since they addressed work that was beyond the scope of the current phase. It was then suggested that because the AIA Document B101 included more than necessary at this time, the committee should take another look at the contract proposed and presented at the April 24, 2013 meeting. B. Humes agreed that the certificate of insurance would be attached.

Motion was made by C. Darrow, seconded by A. Wayland, to approve and authorize the First Selectman to sign the Design Agreement for *Schematic Architectural Services for Additions and Renovations Jonathan Trumbull Library, Lebanon, CT*, with attached insurance certificate, between Jacunski Humes Architects, LLC and the Town of Lebanon. Vote: Yes (9). Motion carried unanimously.

A subcommittee that includes J. Culp, C. McCall and M. McCaw will work on the final program. Their first meeting will be on May 10, 2013 at 10:00 AM with J. Willerup.

#### **4.0 Commence Schematic Design related discussions with Selected Design Team**

The architects were given copies of the Donahue Group Planning Report of 2010 as additional background information.

J. Culp provided some update information regarding the CT State Library construction grant program. As of now, funding should be available for non-distressed communities and the timeline remains as reported in April.

J. Russo reported that he has received the latest asbestos report from the Selectman's Office, which he will forward to the architectural firm.

L. Matson volunteered to write and submit an article about the project to Lebanon Life.

B. Humes asked committee members to introduce themselves and share their background and specific interest in the project to expand and enhance the library.

#### **5.0 Adjournment**

Motion made by M. McCaw, seconded by A. Wayland, to adjourn at 8:37 PM.

Vote: Yes (9) Motion carried unanimously.

Respectfully Submitted,  
Cynthia Mello, Secretary