

**Town of Lebanon
Jonathan Trumbull Library Building Committee
Regular Meeting
Wednesday, August 28, 2013**

MINUTES

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

Members absent: Alicia Wayland

Also present: Jay Willerup (Jacunski Humes Architects)

1.0 Call to Order

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

2.0 Public Comment

None

3.0 Approval of Minutes of July 24, 2013 Regular Meeting

Motion made by J. Culp and seconded by M. McCaw to approve the minutes of the July 24, 2013 Regular Meeting. Vote: Yes (7), Abstain (1). Motion passed.

4.0 Continue Discussion with Design Team related to Schematic Design Phase of proposed Additions and Renovations

J. Willerup reported progress since last meeting. M. McCaw met with the Board of Trustees Chair of the First Congregational Church to give an update on the preliminary plans. Feedback from the Trustees identified the property line delineation as an issue. As a result, our plans were adjusted on the west side of the building to eliminate any issue of encroachment.

As required for the State Library Construction Grant application, J. Willerup provided signed letters attesting to:

- the structural integrity of the existing building
- compliance with ADA codes
- compliance with current fire and safety codes
- compliance with the requirement for fireproof book return with sprinkler

J. Willerup distributed updated progress drawings for the project. Many questions were raised, alternatives discussed, and modifications suggested.

5.0 New Business

5.1 Review of State of Connecticut Library Grant Application

Motion made by M. McCaw and seconded by V. Shea to approve the application for State Public Library Construction Grant as prepared by J. Culp. Vote: Yes (8). Motion passed unanimously.

J. Russo recognized the efforts of J. Culp and the subcommittee and thanked them for their work on completing the Building Program and the State Grant application. He also recognized J. Willerup for his work and spoke highly of the working relationship between Jacunski Humes and the committee.

5.2 Hugh Trumbull Adams Trust Grant Application

The Grant Subcommittee (J. Culp, M. McCaw, C. McCall, A. Wayland) will meet within the next two weeks to finalize the application that will be made to the Hugh Trumbull Adams Trust.

6.0 Review and Approval of Invoices

Invoice received from Jacunski Humes Architects, LLC in the amount of \$4800.00 for work completed, up to and including August 1, 2013. Motion made by M. McCaw and seconded by V. Shea to pay the invoice as received. Vote: Yes (8). Motion passed unanimously.

Invoice received from Jacunski Humes Architects, LLC in the amount of \$7200.00 for work completed, up to and including August 28, 2013. Motion made by M. McCaw and seconded by V. Shea to pay the invoice as received. Vote: Yes (8). Motion passed unanimously.

Remaining balance is \$4800.00.

7.0 Adjournment

Motion made by M. McCaw and seconded by C. Darrow to adjourn at 8:27 PM. Vote: Yes (8). Motion carried unanimously.

Respectfully Submitted,
Cynthia Mello, Secretary