

**Town of Lebanon
Jonathan Trumbull Library Building Committee
Regular Meeting
Wednesday, October 28, 2015**

MINUTES

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

Members absent: Chris Darrow, Alicia Wayland

1.0 Call to Order

Chair J. Russo called the meeting to order at 7:00 PM.

2.0 Public Comment

None

3.0 Consider and Act upon Minutes of October 8, 2015 Special Meeting

Motion made by J. Culp and seconded by C. McCall to approve the minutes of the October 8, 2015 Special Meeting. Vote: Yes (7). Motion carried unanimously.

4.0 Consider and Act upon Subcommittee Reports

4.1 Timeline/Schedule (J. Russo)

No report.

4.2 Town Hall Liaison (J. Russo, V. Shea)

The schedule of meetings for 2016 was submitted to the Town Clerk.

J. Russo reviewed the contract for Architectural Services.

The status of the Christmas tree was on the Board of Selectmen's meeting agenda for October 27, 2015.

4.3 Project Design (J. Culp, C. Darrow)

J. Culp reported that the program information was sent to Michael Tribe, project architect, as requested.

4.4 Relocation (C. Mello, J. Culp, C. McCall)

J. Culp reported that Gen Francis from Bibliomation and she met with R. Cady at the Fire Safety Complex to evaluate wiring needs for the temporary location of the library. It will be necessary to span approximately 150 feet from where the wiring comes into the building and where it is needed for the library.

4.5 Public Relations/Project Communications (L. Matson, J. Culp, C. Mello)

Monthly articles are being submitted to Lebanon Life.

5.0 Continue Discussions with Architect related to Design Phase of proposed Additions and Renovations

None. Architects were not in attendance.

6.0 New Business

6.1 Discuss and act upon State Public Library Construction Grant Contract for Municipalities

Copy of the contract, cover form, and instructions were received from Tom Newman, Library Construction Grants, Connecticut State Library. These need to be completed and signed in order to receive the grant that was funded by the bond council.

Motion made by V. Shea and seconded by L. Matson to recommend to the First Selectman that the State Public Library Construction Grant #071P-SC-13 Contract #299337 be signed.

Vote: Yes (7). Motion carried unanimously.

6.2 Recognition of Jay Willerup

J. Culp suggested that we recognize the work that J. Willerup (Jacunski Humes) contributed to the progress of the building project from 2009 through the development of schematic design. The committee felt that a letter of appreciation would be appropriate. J. Culp will prepare a letter, and J. Russo will sign it on behalf of the committee.

7.0 Review of Invoices

None

8.0 Adjournment

Motion made by J. Culp and seconded by C. McCall to adjourn at 8:15 PM.

Vote: Yes (7). Motion carried unanimously.

Respectfully Submitted,
Cynthia Mello, Secretary