

**Town of Lebanon  
Jonathan Trumbull Library Building Committee  
Regular Meeting  
Wednesday, November 18, 2015**

**MINUTES**

Members present: Julie Culp, Chris Darrow, Lisa Matson, Catherine McCall, Margaret McCaw, Cynthia Mello, James Russo, Vincent Shea (7:04)

Member absent: Alicia Wayland

Also present: Peter Gisolfi, Michael Tribe (Peter Gisolfi Associates)

**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 November 12, 2015 Special Meeting**

Motion made by J. Culp and seconded by M. McCaw to approve the minutes of the November 12, 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)**

J. Russo reported the following balances: \$193.98 in Schematic Design Phase and \$3889.54 in Revision Phase. He will make a written request that the Selectmen transfer \$4083.52 into the Renovation/Addition account. He also reported that the grant from the Adams Family Trust have been deposited into the account.

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

J. Culp has had contact with the architects regarding program and volume count.

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

No report.

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

January article for Lebanon Life will focus on the selected architectural firm.

(Meeting recessed from 7:15-7:25 to await arrival of architects who were delayed by traffic.)

**5.0 Discussions related to refinement of Schematic Drawings Design**

Architects Peter Gisolfi and Michael Tribe presented 3 layout designs for consideration by the committee. Discussion included impact to the Green, amount of parking spaces, division of adult and children's spaces, configuration of the addition, traffic flow onto Route 87, visibility within the library areas, and placement of the community room. Based on discussion, they will bring revisions to the special meeting on December 10, 2015 which will begin at 5:30.

**6.0 New Business**

None

**7.0 Review of Invoices**

Invoice #0000001 received from Peter Gisolfi Associates in the amount of \$6256.72 dated November 6, 2015, for completion of 20% of the schematic design portion.

Motion made by M. McCaw and seconded by V. Shea to approve payment of Invoice #0000001 to Peter Gisolfi Associates in the amount of \$6256.72 with funds from Account #243-00-000-5833-0000-0000.

Vote: Yes (8). Motion carried unanimously.

**8.0 Adjournment**

Motion made by C. Darrow and seconded by C. McCall to adjourn at 9:06 PM.

Vote: Yes (8). Motion carried unanimously.

Respectfully Submitted,  
Cynthia Mello, Secretary