

**Town of Lebanon
Jonathan Trumbull Library Building Committee
Regular Meeting
January 27, 2016**

MINUTES

Members present: Julie Culp, Chris Darrow, Lisa Matson (5:39), Catherine McCall, Margaret McCaw, Cynthia Mello, James Russo

Member absent: Vincent Shea

Also present: Peter Gisolfi, Michael Tribe (Peter Gisolfi Associates)
First Selectman Betsy Petrie, Town Planner Phil Chester, Youth Services Librarian Linda Slate, JTL Trustees Judy Vertefeuille and Berkeley Nowosad

1.0 Call to Order

Chair J. Russo called the meeting to order at 5:31 PM.

2.0 Public Comment

None

3.0 Discussions Related to Refinement of Schematic Drawings Design

P. Gisolfi and M. Tribe reported on progress. They met with structural engineers this afternoon and presented drawings and elevations for the committee to review. Research has been done to locate septic fields and plans are being considered to avoid any pumping requirements. Narrowing the center area brings the square footage to an appropriate level. The upper floor plan was modified to locate the bathrooms near the entry, as well as make room for the book return. Relocating the entry into the community room in the lower level was discussed to provide a full wall for projection purposes considering the restricted site lines by the columns present. Options for heat were discussed including the installation of 2 gas-fired condensing boilers and 4 air handlers in one mechanical area in the lower level where utilities and water would also enter the building. Geothermal will also be considered as an alternative. Elevation drawings were discussed and committee feedback will be incorporated as the plans are further developed. B. Petrie asked the committee to consider how they will update the community of changes as the design phase progresses.

4.0 Consider and Act upon Subcommittee Reports

4.1 Timeline/Schedule (J. Russo)

A meeting with the Village Green District Design Review Board may need to be scheduled following the committee review of plans at the February 11th meeting.

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

J. Russo reported that he attended the Board of Finance meeting on January 19, 2016 to update them on a revised cash flow analysis for the project.

J. Russo reported that he was informed on January 23, 2016 by the Selectmen that Alicia Wayland has resigned from the committee. He spoke of her contributions and efforts. The secretary will send a note of thanks on behalf of the entire committee. The Board of Selectmen will name a replacement at their meeting on Tuesday, February 2, 2016.

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

No report. Since this subcommittee is no longer needed, it will be discontinued.

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

C. Mello reported that she and J. Culp met with Superintendent of Schools Angeli and Facilities Director French on January 22, 2016 to tour possible storage locations including the former bus office at the MS and several areas at the ES. It is the recommendation of the subcommittee that we pursue use at the ES of the former music room and the adjacent “garage” area. It provides easy direct access through a large overhead door which will be advantageous when moving materials in and out. Additionally, there are books currently being stored in these areas with no evidence of damage or deterioration. The areas are out of the way of daily school activities but still secure and easily monitored.

The structural engineering report from Perrone & Zajda Engineers, LLC concerning the Community Center was received, and the Town is prepared to ready the building for library use. The Board of Finance is open to using previously unspent money from the building committee for this purpose. The Building Inspector will be available to assist the library staff in drawing up plans for the temporary library.

B. Petrie and P. Chester shared a map with some site modifications for consideration by the committee.

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

L. Matson reported that an article has been submitted to Lebanon Life for the March issue and that outdated pictures have been taken off the GrowJTL site. Discussion centered on how the committee will communicate progress to the community. The first step would be to present to Planning & Zoning and then perhaps revisit the groups that were offered presentations prior to referendum.

5.0 Consider and Act upon Minutes of January 7, 2016 Special Meeting

Motion made by J. Culp and seconded by M. McCaw to approve the minutes of the January 7, 2016 Special Meeting. Vote: Yes (7). Motion carried unanimously.

6.0 New Business

None

7.0 Review of Invoices

Invoice #0000003 received from Peter Gisolfi Associates in the amount of \$6329.93, dated January 18, 2016, for 60% completion of the schematic phase. Motion made by M. McCaw and seconded by C. McCall to approve payment of Invoice #0000003 to Peter Gisolfi Associates in the amount of \$6329.93 with funds from Account #243-00-000-5833-0000-0000. Vote: Yes (7). Motion carried unanimously.

8.0 Adjournment

Motion made by C. Darrow and seconded by C. McCall to adjourn at 8:03 PM. Vote: Yes (7). Motion carried unanimously.

Respectfully submitted,
Cynthia Mello, Secretary