**TOWN OF LEBANON CT**

**Jonathan Trumbull Library Building Committee**

**Regular Meeting Minutes**

**Thursday, March 9, 2023**

**7:00 PM**

**New Library Community Room/Zoom**

Members Present: Jim Russo (Chairman), Lisa Matson, Cathe McCall, Vin Shea, Julie Culp, Linda Wallace

Also Present: Matt Earls, via Zoom (Library Director)

1. Call to Order

The meeting was called to order by Chairman Russo at 7:01.

2.0 Public Comments: None

3.0 Minutes

3.1 Review and Approve Minutes of Regular Meeting of January 12, 2023.

**Motion to accept the minutes by Cathe, Second by Vin. Motion passes 6-0-1.**

4.0 Old Business:

4.1 Communications from Board of Selectman/Town Officials:

a) The small green library sign will be relocated to the driveway entry. It’s going to take a time because we have to prepare a permit to the State DOT. We should be notified by spring.

b) We fixed the flagpole light at night problem. The light switch is in the book drop room.

c) The front lights on the porch are too bright according to a resident. They want lower wattage LED Bulbs. Per our Committee on site review, there is not a lot of light on the walkways now, so we should keep it as bright and safe as possible for our Staff and Patrons. Chairman Russo will respond to the Town that the lights are there for safety reasons and it is not our intention to lower the level of illumination.

5.0 New Business:

 5.1 Discuss and Act Upon Proposed Owner Scope Revisions

a) Matt and Maggie (Children’s librarian) are reviewing the landscape design**.**

 Chairman Russo will present the design when finished with an estimate cost.

 Cathe: How is it going to be maintained? Bushes ok, but a garden is too difficult.

Matt says that there is a lot of community buy-in for maintaining the garden right now. Yes, it is a risk. We are designing using native species. It was agreed upon to review the drawings ASAP.

b) Reviewed additional FFE proposal for the following: 4 rocking stools for video games, and a glide for the children’s area, black leather couch, work high station. ADA compliant desk for an OPEC, and a rolling deck downstairs.

Jim desires to proceed with an order due to Time restraints. There may need to be more furniture for the Adams room.

Julie: wants to review the furniture in the Adams Room that we have now and then make a decision. There is very little comfortable adult seating. We need more.

Julie: We had talked about a book drop on the counter so the books do not pile up.

Cathe: Hearing complaints of the bike rack. She says to get rid of it/relocate because it is in a dangerous place.

Jim: PZC requested a Bike Rack be a component of Site Design.

c) The door downstairs operation needs to be investigated. Staff requests that it modified into handicapped accessible. Jim will research the cost.

Matt: There is a vestibule there, so we meant to use it as an entrance.

Jim: The original design aspect that it is an emergency Exitway from the lower level.

d) Two shutters are missing little hinges. The contractor has ordered replacements.

e) Employees request light dimmers at lower-level desk. Jim: Does the fixture have dimmer option? Jim will review with Jerry LePine

f) Julie: What about a knob on the door from the community room?

Jim: Concerned about safety. All Public Access is designed thru the Front upper level Door. Someone may forget to lock it. It’s only an emergency exit.

Consensus is that we will keep it as is.

g) Downstairs—There is space between the crown molding. It’s pretty dry now. Punchlist item.

h) Auto lights are energy efficient. Should be a welcoming space. Could there be a timer? (Concerned at the main entry lobby and JT Adams Room.

Julie: Lights go off automatically. It is not welcoming, especially in the Adams room.

Jim: will review with Jerry LePine and check it out. Maybe the hallway and reading room should stay on?

 i)Jim: Any extra furniture should be the responsibility of the Trustees.

j) The book drop signs are rusty. They are supposed to be stainless.

k) Can we have solar panels on the roof? Jim will review with Town Hall.

6.0 Review and Approval of Invoices

 #17 Final Invoice for $101847.22 from J.A. Rosa. Because there are some little things left to do.

**Motion to pay $96,000 until everything is completed made by Cathe, 2nd Vin. Motion passed unanimously.**

7.0 Adjournment (Next Meeting scheduled for 3/22/23 at the library).

**Motion to adjourn made by Linda, 2nd by Vin. Motion passed unanimously.**

Respectfully Submitted

Lisa Matson, Secretary