

**Town of Lebanon
Jonathan Trumbull Library Building Committee
Special Meeting
Thursday, October 8, 2015**

MINUTES

Members present: Julie Culp, Chris Darrow, Lisa Matson (7:35), Catherine McCall, Margaret McCaw, Cynthia Mello, James Russo, Vincent Shea, Alicia Wayland

1.0 Call to Order

Chair J. Russo called the meeting to order at 7:01 PM.

2.0 Public Comment

None

3.0 Consider and Act upon Minutes of September 23, 2015 Regular Meeting

Motion made by J. Culp and seconded by A. Wayland to approve the minutes of the September 23, 2015 Regular Meeting. Vote: Yes (8). 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)

Letter dated September 25, 2015 received from the Board of Selectmen informing committee that on September 24, 2015 they entered into an agreement for professional services with Peter Gisolfi Associates of New Haven, CT.

The committee restated the need for written confirmation that removal of confers to the south of the library is a Board of Selectmen project and not the responsibility of the building committee.

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

M. McCaw reported that she met with architects at the Town Hall and assisted them in securing the documents needed. Architects will be attending the regular meeting on October 28.

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

The subcommittee met on October 6. C. Mello met with Superintendent of Schools Angeli, and he is open to working with us. Potential storage sites will be investigated. Lack of air conditioned spaces may be an area of concern for paper storage in the summer months. J. Culp has spoken with Bibliomation and is trying to set up a meeting with the technology representative. A meeting will be set to include the Town Engineer, Building Inspector, Fire Marshal, and a representative from the Volunteer Fire Department.

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

An article was published in the Chronicle on Monday, October 5. J. Culp will submit an article focused on the newly hired architect for publication in the November issue of Lebanon Life.

5.0 Consider and Act upon Building Committee Meeting Schedule for 2016

C. Mello presented a draft calendar for 2016 meetings to be held at the Lebanon Historical Society Museum on second Thursdays and fourth Wednesdays with 2 exceptions.

Motion made by A. Wayland and seconded by C. Darrow to approve the 2016 Schedule of Meetings as presented. Vote: Yes (9). Motion carried unanimously.

J. Russo will submit schedule to Town Clerk, and M. McCaw will forward to architects.

6.0 New Business

None

7.0 Adjournment

Motion made by A. Wayland and seconded by V. Shea to adjourn at 8:02 PM.

Vote: Yes (9). Motion carried unanimously.

Respectfully Submitted,
Cynthia Mello, Secretary