

**Town of Lebanon
Jonathan Trumbull Library Building Committee
Special Meeting
Thursday, December 10, 2015**

MINUTES

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

Members absent: Chris Darrow, Lisa Matson, Alicia Wayland

Also present: Peter Gisolfi, Michael Tribe (Peter Gisolfi Associates)
Phil Chester, Town Planner

1.0 Call to Order

Chair J. Russo called the meeting to order at 5:30 PM.

2.0 Public Comment

None

Motion made by M. McCaw and seconded by C. McCall to move up item 5.0. Vote: Yes (6).
Motion carried unanimously.

5.0 Discussions related to refinement of Schematic Drawing Design

P. Gisolfi and M. Tribe presented 2 options based on the feedback from the previous meeting. Option 1 was favorably received by the committee. Further development of this option was supported with recommendations to reduce the total square footage to 14,000. Repurposing square footage dedicated to children's restrooms was desired. Moving the main floor administrative area to the west side was favored to increase staff visibility. Architects will continue work on this option and bring further plans to the special meeting on January 7.
(The regular meeting scheduled for December 16 will be cancelled.)

3.0 Consider and Act upon Minutes of November 18, 2015 Regular Meeting

Motion made by C. McCall and seconded by V. Shea to approve the minutes of the November 18, 2015 Regular Meeting. Vote: Yes 6). Motion carried unanimously.

4.0 Consider and Act upon Subcommittee Reports

4.1 Timeline/Schedule (J. Russo)

J. Russo will ask architects to develop a schedule for next meeting.

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

J. Russo reported that he and M. McCaw had met with First Selectman Petrie to discuss the relocation plan. At this time the Senior Center does not have a public use policy. Selectmen are considering taking another look at the designation of the Fire Safety Complex as the temporary library site during construction.

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

None

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

J. Culp has contacted several moving companies who offer consulting services regarding the moving and storage of library collections during construction projects. Bibliomation is working on the issues connected with technology access.

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

J. Culp will prepare an article for the January Lebanon Life regarding the architectural firm and the work it has been engaged in.

5.0 Discussions related to refinement of Schematic Drawings Design

(Previously discussed)

6.0 New Business

None

7.0 Review of Invoices

None

8.0 Adjournment

Motion made by C. McCall and seconded by V. Shea to adjourn at 7:10 PM.

Vote: Yes (6). Motion carried unanimously.

Respectfully Submitted,
Cynthia Mello, Secretary