

**Town of Lebanon
Jonathan Trumbull Library Building Committee
Special Meeting
February 24, 2016**

MINUTES

Members present: Julie Culp, Chris Darrow, Lisa Matson, Catherine McCall, Margaret McCaw, Cynthia Mello, Berkeley Nowosad (5:33), James Russo, Vincent Shea

Also present: Architects Peter Gisolfi & Michael Tribe, Town Planner Phil Chester, First Selectman Betsy Petrie

1.0 Call to Order

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

2.0 Public Comment

None

3.0 Discussions Related to Refinement of Schematic Drawings Design

Architects reported that we are nearing the end of the Schematic Design Phase. Designs will be redrawn to indicate location of existing playground. Preliminary floor plans indicate areas throughout where sitting/work areas are embedded within the collections. Main entry shows inclusion of portico area. Elevation plans were presented and reviewed. Discussion as to whether adding R-value to existing exterior walls is part of this project. Peter Gisolfi explained that the design takes the original Georgian style building, somewhat compromised by the addition, and connects it the proposed addition with a slightly modern touch. Architects will send smaller version of drawings by email to J. Russo for distribution to committee members for further review.

4.0 Consider and Act upon Subcommittee Reports

4.1 Timeline/Schedule (J. Russo)

J. Russo reported that the Design Development Phase will most likely be completed near the end of April.

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

J. Russo reported that he met with Town Planner P. Chester to review the HAZMAT report of 2009-2010. Conclusion is that only the floor was evaluated and remediated.

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

No report.

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

L. Matson reported that The Chronicle printed an article on 2/15 that focused on the selection of the Community Center as the temporary site.

5.0 Consider and Act upon Minutes of the February 11, 2016 Regular Meeting

Motion made by C. McCall and seconded by M. McCaw to approve the minutes of the February 11, 2016 Regular Meeting. Vote: Yes (9). Motion carried unanimously.

6.0 New Business

6.1 Consider and Act upon Revisions to the Library Building Committee Meeting Schedule

Because of the change of time for our meetings, we need to formally notify the Town Clerk.

Motion made by V. Shea and seconded by M. McCaw to approve the revised meeting schedule for 2016 to reflect the starting time as 5:30 PM. Vote: Yes (9). Motion carried unanimously. This will be submitted to the office of the Town Clerk.

6.2 Review Updated Program Budget of Project (Soft & Hard Costs)

J. Russo distributed a budget summary that he prepared. All indications show the project is on track financially.

6.3 Consider and Act upon requirement for HAZMAT Investigation of Existing Library Facilities

Since no prior HAZMAT evaluation has been done, it will now be necessary. The bidding requirement may be waived by the Board of Selectmen because of the specialty nature of this work. Motion made by V. Shea and seconded by C. Darrow to solicit bids for a HAZMAT study of the existing library. Vote: Yes (9). Motion carried unanimously.

6.4 Discussions of Proposed Schematic Design

Committee reviewed and discussed the schematic drawing presented. Members will receive smaller versions to continue independent review and processing. A special meeting will be held on Tuesday, March 1 to compile comments to be sent to the architects.

7.0 Review of Invoices

Invoice #0000004 received from Peter Gisolfi Associates in the amount of \$15,551.41, dated February 8, 2016, for work through January 31, 2016 representing 90% completion of Schematic Design and 10% completion of Design Development. Motion made by C. Darrow and seconded by V. Shea to approve payment of Invoice #0000004 to Peter Gisolfi Associates in the amount of \$15,551.41 with funds from Account #243-00-000-5833-0000-0000. Vote: Yes (9). Motion carried unanimously.

8.0 Adjournment

Motion made by C. Darrow and seconded by L. Matson to adjourn at 8:20 PM. Vote: Yes (9). Motion carried unanimously.

Respectfully submitted,
Cynthia Mello, Secretary