

**Town of Lebanon  
Jonathan Trumbull Library Building Committee  
Special Meeting  
September 15, 2016  
MINUTES**

Members present: Chris Darrow, Margaret McCaw, Cynthia Mello, James Russo, Vincent Shea

Members absent: Julie Culp, Lisa Matson, Catherine McCall, Berkeley Nowosad

**1.0 Call to Order**

Chair J. Russo called the meeting to order at 7:03 PM.

**2.0 Public Comment**

None

**3.0 Consider and Act upon Subcommittee Reports**

**3.1 Town Hall Liaison** (J. Russo, V. Shea)

J. Russo distributed a packet of communications from the First Selectman regarding the project, as well as the proposal from GM2 Associates for Site/Civil Design. The Board of Selectmen is expected to post an agenda for a special meeting next week, and J. Russo will request that the library project be added to that agenda. The committee discussed possible options to ensure that the project moves forward.

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

None

**4.0 Consider and Act upon Minutes of July 27, 2016 Special Meeting**

Motion made by M. McCaw and seconded by C. Darrow to approve the minutes of the July 27, 2016 Special Meeting. Vote: Yes (5). Motion carried unanimously.

**5.0 New Business**

**5.1 Review and Act Upon proposal from Design Architect to proceed with Septic System Preliminary Investigation and Design, per GM 2 proposal of 8/8/16**

As requested by the Board of Selectmen, the building committee solicited a proposal from Peter Gisolfi Associates for preliminary septic system investigation, design and related scope of services. J. Russo received a proposal from GM2 Associates for this work at a lump sum fee of \$2,750.00 plus cost reimbursement of \$800.00 for equipment rental (Total: \$3,550.00).

Motion made by V. Shea and seconded by C. Darrow to forward to the Board of Selectmen as requested by them, and with our recommendation, that they engage GM2 Associates to complete the preliminary Septic System investigation, design and related scope of services for the library project as outlined in their proposal dated 8/8/16. Vote: Yes (4); No (1). Motion carried.

**5.2 Review and Act Upon proposed Schedule of Regular Meetings for Calendar Year 2017**

J. Russo shared a proposed schedule of meetings for 2017 which continues the current format of 2<sup>nd</sup> Thursdays and 4<sup>th</sup> Wednesdays, with one exception in November.

Motion made by V. Shea and seconded by M. McCaw to approve the proposed schedule of regular meetings for calendar year 2017 as presented. Vote: Yes (5). Motion carried unanimously.

**5.3 Review and Act Upon request for extension of previously approved State of Connecticut Public Library Grant**

The committee discussed the need to request an extension for the previously approved grant from the State of Connecticut.

Motion made by V. Shea and seconded by M. McCaw to request that the Board of Selectmen file an application for extension to the previously approved State of Connecticut Public Library Grant.

Vote: Yes (5). Motion carried unanimously.

**6.0 Review of Invoices**

None

**7.0 Adjournment**

Motion made by C. Darrow and seconded by M. McCaw to adjourn at 7:40 PM. Vote: Yes (5). Motion carried unanimously.

Respectfully submitted,  
Cynthia Mello, Secretary