

**Town of Lebanon  
Jonathan Trumbull Library Building Committee  
Regular Meeting  
Town Hall Conference Room  
Thursday March 12, 2020 – 7 PM**

**MINUTES**

In attendance: Members: Jim Russo, Chairman; Maggie McCaw, Vice Chairman; Cathe McCall; Berkeley Nowosad: Linda Wallace: Julie Culp (7:12); Matt Earls, Ex Officio;

Also, present: Jason Nowosad – Building Official, Jay Willerup, Kevin Lipe,

1.0 Call to Order 7:00

2.0 Public Comment --None

3.0 Consider and act upon the minutes from the February 26, 2020 Regular Meeting.  
Motion by Maggie, second by Berkeley, Motion Passes Unanimously

4.0 Correspondence: None

5.0 Old Business:

5.1 Budget Review: Jim Russo reviewed the lastest updated budget dated 3/10/2020 which reflects the Value Engineering exercise with our Architect after the February 26, 2020 Meeting. After discussions of all the cost components of the Project, it was decided to increase the line item for FFE to \$50,000.

5.2 Temporary Library Location: JRR commented he attended a BOS Meeting on March 3<sup>rd</sup>, 2020. A presentation to update the existing Community Center (Carpentry, Drywall, 3<sup>rd</sup> floor Improvements, Fire Alarm Systems, Life Safety Systems, HVAC Systems) were reviewed. It was concluded that the BOS will review the existing facility prior to formal vote. Per Jim's understanding, there will be no costs to the Town Taxpayers due to Fund 204 of the Town Benefactors Trust.

6.0 Architectural Design

6.1 Draft of Contract Agreement (AIA Document B101-2017) between the Town of Lebanon and Jacunski Humes Architects, LLC in the amount of \$310,000.00 was reviewed. It was understood that the following services are not a component of this draft agreement: Land Surveys, Site Engineering/Boring Testing, Commissioning Services, Telecommunications/Data Design, Security Evaluations and Planning, Owners on Site Project Management & FFE Design, and Final Budget Estimate. Jim Russo mentioned that all but Commissioning Services, Security Elevations Services and Final Estimate are included as a line

item within Soft Costs. Per inquiry, Brian Humes commented that an estimate of Final Drawings would cost approximately \$3,000. Jim did forward this Draft to BOS for Town Attorney Review and awaiting comments.

6.2 Jacunski Humes commented that once notice to proceed is issued, final design activities will proceed. It is their opinion that drawings will be completed for Bid Purposes 5 months after Professional Contract is executed.

7.0 Approval of Invoices:

7.1 Jacunski Humes Invoice # 20083 in the amount of \$4,500.00 (Completion of Schematic Design Phase).

Motion by Maggie, Second by Linda. Motion Passes unanimously.

8.0 Adjournment:

Motion by Maggie, Second by Berkeley. Motion Passes unanimously.

Respectfully Submitted

A handwritten signature in cursive script that reads "James R. Russo".

James Russo, its Chairman