

Library Planning and Building Committee
Special Meeting Minutes
Monday Sept. 23, 2013 – 7:00 PM
Oxford Town Hall

Members Present: Chair George Mitchell, Leslie Alexander, Robert Farnum, Alcyne Lyon, Jim Nicolari, Barry Schiff, Jim Westgate

Alternates Present:

Alternates Absent: David McKane, Dawn Zdru

Consultants Present: Patricia Montero, Peter Gisolfi Associates

Recording Secretary: Faith Williams

Meeting Called to Order at 7:00 PM at Oxford Town Hall by Chair G. Mitchell, followed by roll call.

Audience of Citizens I: none

Acceptance of Minutes: motion to approve minutes of Regular Meeting Sept. 9, 2013 was made by R. Farnum, seconded by B. Schiff. All Aye; Motion carried.

Architect Update: Architect P. Montero presented updated conceptual drawings and conceptual design budgets for a 13,460 sf building (Option A) and for a 9,260 sf building (Option B) [on file in Town Clerk's office]. Option B uses the basic layout from Option A without major changes; by adding needed space in basement and other minor changes, the 10,000 sf envisioned can be achieved.

Motion to accept Conceptual Design package, including budget and drawing for Option A and Option B as amended in regards to Option B square footage of 10,000 sf was made by R. Farnum; seconded by J. Nicolari. Discussion included the difference between estimates and bids, including the fact that bids may come in lower than estimates. All Aye; motion passed.

Budget: none

Old Business: Grant update was presented by D. Higginson. Using Option A information, the grant paperwork is complete and ready for First Selectman G. Temple to sign. Further discussion included, but was not limited to: probability

of receiving grant funds on Option A vs. Option B; deadline of submitting grant paperwork; grants for technology, appliances, etc. that are available. **Motion** to submit grant to First Selectman G. Temple in the amount of \$1M to supplement the building of a 13,460 sf library building was made by L. Alexander; seconded by J. Nicolari. All aye; motion passed. Further discussion ensued on Option B drawings and the remote likelihood that any grant funds would be awarded on the smaller square footage building based on compliance with state guidelines. **Motion** to submit grant to First Selectmen G. Temple in the amount of \$1M to supplement the building of a 10,000 sf library building was made by R. Farnum; seconded by J. Westgate. Aye: R. Farnum, A. Lyon, G. Mitchell, J. Nicolari, B. Schiff, J. Westgate. Abstain: L. Alexander. Motion passed.

New Business: none

Audience of Citizens II: none

7:45 pm L. Alexander motioned to adjourn; J. Nicolari seconded. All Aye.

Respectfully submitted,



Faith Williams, Recording Secretary
Minutes Subject to Approval

13 SEP 25 PM 4:57
TOWN OF WESTFORD, CT
Margaret A. West
TOWN CLERK