

Library Planning and Building Committee

Special Meeting Minutes

Oct. 27, 2016 – 6:30 PM

Oxford Town Hall

Members Present: Chair George Mitchell, Robert Farnum, Jim Nicolari, Jim Westgate

Members Absent: Alcyne Lyon, Barry Schiff

Alternates Present: none

Alternates Absent: David McKane, Dawn Zdru

Board Liaisons Present: Dawn Higginson

Consultants Present: Michael Tribe and Patricia Monteres, Peter Gisolfi Associates; Thomas Slekis, B&B Engineering

Recording Secretary: Faith Williams

Meeting Called to Order at 6:35 PM at Oxford Town Hall by G. Mitchell, followed by roll call

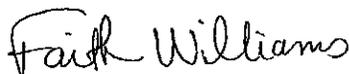
Bid Review: Thirteen bidders submitted packages for the project; of those, the lowest three bidders were invited to the meeting. Committee reviewed spreadsheets detailing the thirteen bids; overall, all bids were above the 3.1M budget. Gisolfi had reviewed the bids and was prepared with some questions on some of the figures; also, per input from Oxford Building Inspector, changes were made after bidding was complete on an egress issue. They would have minor impact on budget; architect had set of plans to give to each of the three low bidders so they would be aware of that change. Discussion on the alternates ensued, with committee members noting that most could be done post-construction or by donation but the full basement would be the main target to accomplish.

At 7:15, Montagno Construction was invited into the meeting; at 7:45, W.J. Mountford was invited into the meeting; at 8:15, Enfield Builders was invited into the meeting. In each of the dedicated thirty-minute sessions, discussions between the contractors and the committee members/consultants included but was not limited to: company background & building experience, introduction of personnel, scheduling, experience with materials specified, cold weather construction methods, scope of their work vs. subcontractors, ideas for possible reductions in cost, etc.

After all bidders had been interviewed, committee discussed the budget, including the status of M. Strong funds, and dates for other town boards for approval of recommendation. Committee will meet on Tuesday Nov. 1 at 7 pm to select recommendation for Board of Selectmen & approval of invoices. The Board of Selectmen meet on Wednesday Nov. 2, at which time the committee will present recommendation. When the recommendation is accepted by the Board of Selectmen, the Board of Finance will need to approve the expenditure as it exceeds the 2.8M approved by BOF. It was suggested the BOF could have a special meeting on Monday Nov. 7, which is the LPBC Regular Meeting night. If the BOF meets, LPBC would need to attend BOF meeting, and then resume its regular meeting.

Motion to adjourn by J. Westgate; seconded by R. Farnum at 9:04. All aye.

Respectfully submitted,



Faith Williams, Recording Secretary
Minutes Subject to Approval

19 OCT 28 PM 1:46
TOWN OF OXFORD, CT
TOWN CLERK
J. Westgate