

## **Library Planning and Building Committee**

### **Special Meeting Minutes**

**July 25, 2016 – 7:00 PM**

**Oxford Town Hall**

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

**Members Absent:** Barry Schiff

**Alternates Present:** none

**Alternates Absent:** David McKane, Dawn Zdru

**Board Liaisons Present:** Dawn Higginson

**Consultants Present:** Patricia Monteres and Michael Tribe, Peter Gisolfi Associates

**Recording Secretary:** Faith Williams

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

**Architectural Review:** Architectural firm used past history, a sample contractor, and estimator to provide working estimate to the committee (copy on file at Town Clerk's office). The estimate provided was refined based on actual square footage and reviewing each line for any additions/deletions/ corrections based on method of construction. Steel construction had higher cost for the structural system comparison, due to prevailing wage/union pay scale for steelworkers, over a wood framing system. Discussion ensued and included but was not limited to: wood vs. steel construction; possible savings by changing wood truss to wood beam; costs for basement (elevator shaft [no elevator lift], stairs, and full basement space) and the alternates list; possibility of donations by local organizations, businesses, and grants. Committee reviewed proposed timeline for steel construction and wood/glulam construction as provided by architect (copy on file at Town Clerk's office). Line review of estimate by committee recommended changes to the architect:

- 1) Remove Utility company charges of 50K
- 2) FFE – reduce by half
- 3) Contingency – add 70K
- 4) Meeting Room sound system – consider as option to base plan (10K)
- 5) Decorative site signage – consider as option to base plan (10K)
- 6) Site improvements – consider as option to base plan (10K)
- 7) Interior architectural woodwork – consider half (35K) as option to base plan and half (35K) as base plan
- 8) Visual display board and signage – consider as option to base plan (6K)
- 9) Appliances – consider as base plan (2K)
- 10) Projection screen – consider as base plan

11) Window shades – consider as option to base plan (20K)

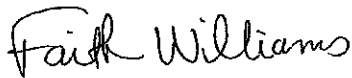
12) Security system – consider as base plan (20K)

MOTION to recommend glulam/wood construction as committee preferred option due to costs of prevailing wage was made by R. Farnum; seconded by J. Nicolari. All aye; motion passed.

Architect will provide updated estimate per committee's recommendations and assist in Board of Selectmen update on August 3, 2016. Architect provided draft copy of spec to committee and advised that the AIA A201 section on general conditions be reviewed by town. Committee will cancel Aug. 1, 2016 meeting and plan to have a Special Meeting Aug. 22, 2016.

Motion to adjourn by R. Farnum; seconded by J. Nicolari at 8:31. All aye.

Respectfully submitted,



Faith Williams, Recording Secretary  
Minutes Subject to Approval

16 JUL 26 PM 2:35  
TOWN OF OXFORD, CT  
*Margaret A. West*  
TOWN CLERK