

**Library Planning and Building Committee
Special Meeting Minutes
August 29, 2016 – 7:00 PM
Oxford Town Hall**

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

Members Absent: Barry Schiff, Alcayne Lyon

Alternates Present: none

Board Liaisons Present: Dawn Higginson

Consultants Present: Bryan Nesteriak, Town Engineer; Michael Tribe, Peter Gisolfi Associates

Selectman Present: George Temple (partial meeting)

Recording Secretary: George Mitchell

Meeting Called to Order at 7:20 PM at Oxford Town Hall by G. Mitchell, upon the arrival of Bob Farnum at 7:20pm, followed by roll call.

Architectural Review & Approval: The Architectural Specification and Drawings for the Library are complete. Michael Tribe presented samples of the siding, roofing material, and samples of the wood colors. The following materials were reviewed:

- 1) HardiePlank® color through vertical board and batten exterior siding
- 2) Vinyl Standing Seam Roof
- 3) Uni-lam Beams and Wooden ceiling
- 4) LED Up and Down light fixtures
- 5) Medium Cherry Veneer Wood Millwork
- 6) Carpet Tiles
- 7) Porcelain Tile – Blue Stone appearance.

All colors to be determined. Gisolfi is recommending white siding with a black roof to make the building look historical and rural. All color selections will be made after the bid selections are complete.

The following schedule was discussed for our competitive bidding process:

Sept 2, 2016 – Bid Release via an invitation to bid announcement and newspaper legal notice. Gisolfi will host an FTP site where bidders can download and print the architectural specifications and drawings.

Sept. 16, 2016 – Interested parties will meet at the building site with our Architect and Engineering firm to walk the property and answer any questions. All questions will be documented and published to all attendees.

Sept 26, 2016 at 4pm - Competitive Bid Opening at Oxford Town Hall

Sept. 30, 2016 recommendation submitted to the Board of Selectman.

Motion 1: To accept the Bid Specification, Drawings, and Schedule for release for competitive bidding was made By George Mitchell and seconded by Bob Farnum. Passed with all voting in favor.

Motion 2: To accept the material and finish selections list above was made by Jim Nicolari and seconded by Jim Westgate. Passed with all voting in favor.

Motion was made by George Mitchell, seconded by Bob Farnum to authorize approval of the following Invoices:

- 1) Gisolfi for services performed in May 2016 = \$20,339.72 , All voting to approve payment
- 2) Gisolfi for services performed in June 2016 = \$20,117.52, All voting to approve payment
- 3) B&B Engineering site work, surveys, inland wetlands permit and PHD permits = \$11,265.00
All voting to approve payment

A. Jim Nicolari motioned to adjourn at 7:50pm; Jim Westgate seconded. Passed all in favor.

Respectfully submitted,

George Mitchell, Acting Recording Secretary
Minutes Subject to Approval

16 SEP - 6 AM 10:29
TOWN OF OXFORD, CT
Margaret A. West
TOWN CLERK