

Library Planning and Building Committee

Regular Meeting Minutes

March 6, 2017 – 7:00 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: Brian Nesteriak — B&B Engineering; Kurt Montagno – Montagno Construction

Recording Secretary: Faith Williams

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

Audience of Citizens I: none

Acceptance of Minutes: **Motion** to approve minutes of Regular Meeting Feb. 6, 2017 was made by R. Farnum; seconded by J. Nicolari. Motion to approve minutes of Special Meeting Feb. 22, 2017 was made by R. Farnum; seconded by J. Nicolari. Discussion included update from Chair G. Mitchell on the status of low bidder. After further analysis, STL was determined to be the actual low bidder for the entire project when comparing base costs and estimated testing/reports needed. All aye; motion passed.

Correspondence: B&B Engineering invoices were received at the committee meeting; Gisolfi invoice was received at Special Meeting of 2/22/17 for action at this meeting.

Engineering Update: B. Nesteriak noted progress on the construction site, including foundation work over the last few weeks. Ledge has been found in the course of that work, probably over the ledge allowance by \$20-30K in removal costs. He anticipates this will mean construction crews will run out of material to use for backfill. The septic system is complete and ready for septic tank installation after heavy equipment completes its work on the site. Also noted was the good job Montagno was doing with keeping the entrance/street area clean and clear.

Architect Update: NA

Construction Update: K. Montagno updated the committee on timeline, estimating the project is currently at a two-week delay. That is due in part to the ledge encountered on site and an issue with changes in the shop drawings that affected the rebar order for the structure. Montagno has been consulting with Gisolfi on the roofing material, and advised the committee that the change to standing seam may eliminate the previously stated savings of \$18K. Also noted was the selection of subcontractors was going well.

Budget:

- A. Invoices: **Motion** to approve payment of Gisolfi Invoice #010 for \$3,000.06 for professional services for Dec. 1, 2016 through Jan. 31, 2017 was made by J. Westgate; seconded by R. Farnum. All aye;

motion approved. **Motion** to approve payment of B&B Engineering Invoices 1033 dated 4/11/16 for \$960.00 and 1753 dated 2/15/17 for \$765.00 was made by J. Westgate; seconded by J. Nicolari. All aye; motion passed.

B. Budget report: J. Westgate provided committee with a figure of \$182,198.02 as total expenditures.

Old Business: As mentioned during discussion of meeting minutes, STL was determined to be the low bidder after further analysis of their bid as compared to Test-Con's bid (copy on file in Town Clerk's office). As such, Chair G. Mitchell presented STL to the Board of Selectman at the March 1, 2017 BOS meeting as the committee's recommendation; the BOS approved the motion.

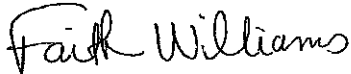
R. Farnum updated the committee on the efforts of the representatives of this committee, the Friends of the Library, and the Board of Directors of the Library. Most likely, any fundraising efforts will be through the Friends of the Library. The Buy-A-Brick campaign was launched on 3/6/17; also noted was the funds currently in the bank accounts of the FOL and Board of Directors designated for a new library would need to be identified as to what purpose they should serve per their respective funding directives.

New Business: discussion included the furniture estimate; while waiting for Gisolfi's plan and estimate, D. Higginson will investigate the CT Library Consortium for possible vendors. D. Higginson requested a copy of the sign currently on the jobsite; J. Nicolari had created the signage and will send PDF to Dawn for use in marketing/informational materials.

Special Meeting date of Monday, March 13 at 7 pm was scheduled.

Motion to adjourn by J. Nicolari; seconded by R. Farnum at 7:42. All aye.

Respectfully submitted,



Faith Williams, Recording Secretary
Minutes Subject to Approval

17 MAR -8 PM 1:20
TOWN OF OXFORD, CT
August A. Clark
TOWN CLERK