

Library Planning and Building Committee
Special Meeting Minutes
Monday Dec. 8, 2014 – 7:00 PM
Oxford Town Hall

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

Members Absent: Leslie Alexander, Alcyne Lyon

Alternates Present:

Alternates Absent: David McKane, Dawn Zdru

Board Liaisons Present: Dawn Higginson

Consultants Present: none

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 Nov.3, 2014 was made by J. Nicolari, seconded by B. Schiff. **Abstain:** R. Farnum; **Aye:** G. Mitchell, J. Nicolari, B. Schiff, J. Westgate. **Motion carried.**

Project Update: Chair G. Mitchell provided committee with details of proposal from Haynes Construction after Nov. 2014 meeting: a 25-year lease with option to purchase; design and construction costs to be paid by Haynes; FFE to be paid by town; lease of \$20/sf net/net/net. Chair G. Mitchell reached out to Kevin Foley, Cushman & Wakefield, to better understand the terms laid out by Haynes Construction for the lease proposal. Mr. Foley provided a Marketplace Office Snapshot (Q3, 2014) to demonstrate the current economic overview for New Haven County (see Documents on File – Town Clerk's office), as well as an overview of net/net/net terms.

J. Westgate provided data on the leasing proposal figures vs. building figures (see Documents on File – Town Clerk's office). Over 25 years, the proposed building cost would be 2.3M (excluding FF&E); the proposed leasing cost would

be 5M (excluding FF&E). Other discussion points included but were not limited to: per sq foot pricing; technology upgrades/costs; expansion opportunities lost in leasing situation but available in building option; major repairs (roof, parking lot) vs. maintenance costs in either situation; how common charges (plowing, lawn mowing, etc.) and safety/security measures (sprinklers, alarms) might be levied; and proposed/expected dates library would be open to serve the public.

Chair G. Mitchell will advise Haynes on disparity between leasing price and building costs and ask for detailed, formal proposal. With a detailed proposal, the committee will have two options to present to BOS/BOF (lease/build). Mr. Kevin Foley will be invited to the Jan. 2015 LPBC meeting to further discuss leasing terms for the education of committee members.

2015 Meeting Dates: the committee will continue to meet on the first Monday of each month in 2015, with changes (noted by *) made for holidays/previous commitments:

Jan. 5; Feb 2; March 2; April 6; May 4; June 8*; July 6; Aug. 3; Sept. 14*; Oct. 5; Nov. 2; Dec. 7.

Audience of Citizens II: none

7:35 pm J. Nicolari motioned to adjourn; R. Farnum seconded. All Aye.

Respectfully submitted,



Faith Williams, Recording Secretary
Minutes Subject to Approval

14 DEC 10 PM 3:44
TOWN CLERK
OFFICE OF THE TOWN CLERK