

Library Planning and Building Committee

Special Meeting Minutes

March 13, 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: NA

Recording Secretary: Faith Williams

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

Engineering Update: Chair G. Mitchell reported to the committee that the soil tests have been completed and there are no issues per B. Nesteriak.

Architect Update: Representatives from the architect, contractor, and engineer met last week to discuss propane tank issue, which was resolved when architect provided the bid estimate drawing/spec on the details and reviewed with contractor. Architect proposed incentivizing the contractor to keep costs from subs under control.

Construction Update: Chair G. Mitchell reported that per Montagno Construction, they project construction is 4 weeks behind schedule, due to structural engineer/plan and concrete issue. Also noted was the expected blizzard that might impact progress. The steel and wood plans are complete and in for approval; one company was selected for the fabrication and installation of each material to eliminate possible issues.

Budget:

- A. Invoices: **Motion** to approve payment of Montagno Construction invoice #1 for \$129,052.19 for period ending date 01/31/2017 and invoice #2 for \$134,618.88 for period ending date 2/28/17 was made by R. Farnum; seconded by J. Westgate. All aye; motion approved.
- B. Budget report: J. Westgate provided committee with updated Project Cost Construction Estimate (dated March 13, 2107) – copy on file at Town Clerk's office.

Old Business: R. Farnum updated the committee on the continued fundraising efforts and goals of the Friends of the Library and the Board of Directors of the Library. The FOL and Board of Directors have funds designated for a new library; their concern may be in what is perceived as a town expense versus an extra expense their funds would be used for.

Dawn Higginson updated the committee on her efforts to work with Gisolfi to get a list of furniture needed and work with their interior designer. At this time, the furniture spec has not been forthcoming,

nor the interior/exterior finishes. Discussion ensued on using the current fixtures either in the library itself or as holding area in the basement; need for competitive bidding on furniture; sources for competitive bids; and possible donations from Yale Library renovations.

New Business: D. Higginson provided invitation for the committee to the Library Volunteer Appreciation event on April 27.

Motion to adjourn by J. Westgate; seconded by J. Nicolari at 7:32. All aye.

Respectfully submitted,

Faith Williams

Faith Williams, Recording Secretary
Minutes Subject to Approval

17 MAR 15 PM 2:03
TOWN OF OXFORD, CT
J. Westgate
TOWN CLERK