

Library Planning and Building Committee

Regular Meeting Minutes

June 6, 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: Bryan Nesteriak, Town Engineer; 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.

Audience of Citizens I: none

Acceptance of Minutes: **Motion** to approve minutes Special Meeting May 23, 2016 made by R. Farnum; seconded by J. Westgate. All aye; motion approved.

Correspondence: none

Library Director Report: none

Engineering Update: Bryan Nesteriak reported he is ready to submit to the Health Department for the septic system plans. Discussion on need for pump system vs. retesting for better positioning to allow for gravity-fed system ensued; **MOTION** to have a gravity-fed system as first choice for system, unless a pump system is required was made by J. Westgate and seconded by J. Nicolari. All aye; motion passed.

Architectural Update: Michael Tribe provided updated budgeting figures based on Nucor system. Soft costs were consistent with 2013 figures; alternates also listed as separate line items (copy on file in Town Clerk's office). Discussion included but was not limited to: elevator shaft as separate expense from actual elevator; possible donations for the desired add-ons; roofing system; possible savings from structural engineer on concrete when plans are finalized; review of updated site plans (grounds and building); fireplace location; expansion options for growth in the future; LED lighting system. The committee reviewed the listed Alternates and provided feedback to Gisolfi as follows:

Add Alternates:

- 1) Elevator shaft: keep in alternate list; package with basement option
- 2) Full basement: keep in alternate list; package with elevator shaft
- 3) Standing seam roof: delete from alternate list; not needed with Nucor system
- 4) Meeting room sound system: keep in alternate list; combine with #8

- 5) Decorative site signage: keep in alternate list
- 6) Site improvements (bike rack, outside benches, etc.): delete from alternate list – look for private donations
- 7) Interior architectural woodwork: keep in alternate list
- 8) Visual display board and signage (TV screen at entrance, etc.): keep in alternate list; combine with #4
- 9) Appliances: keep in alternate list, but reduce by 50%
- 10) Projection screen: keep in alternate list, but only for electrical/construction costs, not the actual unit.
- 11) Window shades: keep in alternate list
- 12) Fire protection: not needed unless recommended by insurance company
- 13) Security system: keep in alternate list

Deduction Alternates:

- 1) Interior aluminum doors to Hollow Metal (HM) doors: keep in alternate list; architect to review doors based on function (closet door vs. entry door) and use discretion to switch as appropriate.
- 2) Deduct basement: remove from alternate list

Gisolfi will re-run the figures and send updated budget to Chair G. Mitchell. Still anticipating a September bid date.

Budget: Invoices: NA

Budget Review: as reviewed with M. Tribe

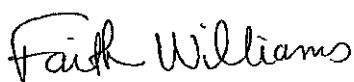
Old Business: none

New Business: none

Audience of Citizens II: none

Motion to adjourn by R. Farnum; seconded by J. Nicolari at 8:14. All aye.

Respectfully submitted,



Faith Williams, Recording Secretary
Minutes Subject to Approval

16 JUN -8 PM 1:18
TOWN OF OXFORD, CT
Christina A. West
TOWN CLERK