

# Library Planning and Building Committee

## Regular Meeting Minutes

Nov. 7, 2016 – 7:00 PM

Oxford Town Hall

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

**Members Absent:** Alcyne Lyon

**Alternates Present:** none

**Alternates Absent:** David McKane, Dawn Zdru

**Board Liaisons Present:** Dawn Higginson

**Consultants Present:** 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 of Regular Meeting Oct. 3, 2016; Special Meeting Oct. 27, 2016; and Special Meeting Nov. 1, 2016 was made by R. Farnum; seconded by J. Nicolari. All Aye; motion passed.

**Correspondence:** Chair G. Mitchell and Michael Tribe worked with Montagno Construction to address additional areas of cost reduction. Montagno responded with list of 11 items for value engineering (on file in Town Clerk's office) for a total reduction of \$102,693. Chair G. Mitchell provided spreadsheet for committee (on file in Town Clerk's office) accounting for the reduction and adding basement for projected costs. Discussion included but was not limited to: impact of suggested changes to long-term maintenance and durability of project; other possible items for reduction; whether the proposed costs could be further reduced/addressed. **MOTION** to move the Value Engineering Options from Montagno Construction to the Board of Selectmen was made by J. Westgate; seconded by J. Nicolari. All aye; motion passed.

**Engineering Update:** None

**Architect Update:** None

**Budget:** Chair G. Mitchell noted that the two areas still needing firm numbers included material testing and the SOW from B&B Engineering for oversight

**Old Business:** none

**New Business:** 2108 Meeting dates were set for the first Monday of the month, unless it was a holiday; in that case, the following Monday would be the regular meeting date: Jan. 9, Feb. 6, March 6, Apr. 3, May 1, June 5, July 10, Aug. 7, Sept. 11, Oct. 2, Nov. 6, Dec. 4.

The Board of Selectmen and Board of Finance scheduled a joint meeting on Wednesday, Nov. 9 at 4 pm to discuss, with possible action, the Library Construction Project.

**Audience of Citizens II:** none

Motion to adjourn by R. Farnum; seconded by B. Schiff at 7:35. All aye.

Respectfully submitted,



Faith Williams, Recording Secretary  
Minutes Subject to Approval

16 NOV - 8 PM 1:09  
TOWN OF OXFORD, CT  
Montagno & West  
TOWN CLERK