

**Library Planning and Building Committee
Regular Meeting Minutes
Monday May 6, 2013 - 7:00 PM
Oxford Town Hall**

Members Present: Chair George Mitchell, Leslie Alexander, Robert Farnum, Barry Schiff, Jim Westgate
Members Absent: Alcyne Lyon, Jim Nicolari

Alternates Present:

Alternates Absent: David McKane, Dawn Zdru

Board Liaisons Present: Dawn Higginson, Oxford Library

Consultants Present: Michael Tribe, Peter Gisolfi Associates

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 March 4, 2013 and Special Meeting April 22, 2013 was made by L. Alexander, seconded by R. Farnum. All aye; motion carried.

Board of Finance/Board of Selectman Review: Chair G. Mitchell reviewed project status and provided signed copy of Letter of Agreement for Pre-referendum Phase Services from Peter Gisolfi Associates; copy given to Michael Tribe. Reviewed timeline as outlined in Letter of Agreement with Town of Oxford process/dates for referendum in November 2013.

Design Options: Michael Tribe from Peter Gisolfi Associates, verified type of drawings will be available as part of Letter of Agreement; discussed use of Veridian as source on "green" building practices for this project; discussed Nafis & Young's site work/work products and how they would be used; discussed possibility of a complete survey to augment Nafis & Young's site plans; discussed program/space allocation, using Lushington report as basis; and proposed meeting with town librarian to discuss/observe typical use of current space.

Committee will meet May 20, June 3, June 17, July 1, July 15 and August 5 in both Regular and Special Meetings to work closely with Peter Gisolfi Associates to review project status.

Budget: Discussion included possibility of state grant per currently unapproved Senate bill and update on Miriam Strong Estate funds. Motion to proceed with grant application under Kathleen O'Neill's leadership was made by L. Alexander and seconded by R. Farnum; all aye; motion passed. It was noted that some funds may also be available from the Friends of the Library, but those funds are not for construction but for items such as furniture and other library purchases.

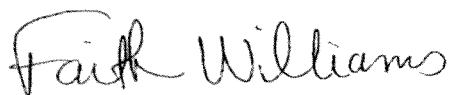
Audience of Citizens II:

Lenny Alexander, 25 Reality Road, inquired on the impact of any change in the Miriam Strong Estate expectations.

R. Farnum noted that the Friends of the Library would be present at the Oxford Days event on June 8. They were looking for the committee to provide information (flyers/posterboard) to inform public of current plans and timeline. Alexander agreed to produce posterboard from materials provided by G. Mitchell.

8:10 pm L. Alexander motioned to adjourn; R. Farnum seconded. All Aye.

Respectfully submitted,



Faith Williams, Recording Secretary
Minutes Subject to Approval

TOWN CLERK
13 MAY -8 PM 2:47
TOWN OF OXFORD, CT
Barry Schiff