

**Library Planning and Building Committee  
Regular Meeting Minutes  
Monday March 4, 2013 - 7:00 PM  
Oxford Town Hall**

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

Alternates Present:

Alternates Absent: David McKane, Dawn Zdru

Board Liaisons Present: Dawn Higginson, Oxford Library

Consultants Present: Eric Swift – Nafis & Young Civil/Environmental Engineering & Surveying

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:**

L. Alexander motioned to approve minutes of Jan. 7, 2013 meeting; seconded by J. Nicolari. All Aye. Motion passed.

**Board of Finance/Board of Selectman Meeting Review:**

Chair G. Mitchell attended BOF meeting on Feb. 25, 2013 to request additional \$14,010 to move forward with architectural proposal and was advised to approach BOS to authorize the transfer of funds. LPBC is on the March 20, 2013 BOS Agenda. B. Farnum and L. Alexander available to attend meeting if G. Mitchell's schedule precludes his attendance.

**Engineering Site SOW:**

Eric Swift, Nafis & Young provided updated site map that included findings from Soil Scientists, nothing the potential detention pond area looks good and work is complete at this point. Discussion included noting the road that goes behind the proposed building is a gravel driveway for emergency access.

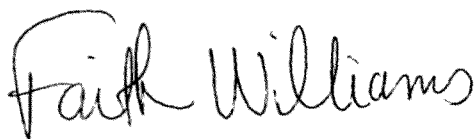
**Design Options:** waiting for architectural funds to be approved

**Budget:** Site work and feasibility study by Nafis and Young is completed at \$4200 and Soil Scientist work is completed at \$810. Feb. 2013 budget balance of \$14,990 is \$14,010 short of \$29,000 Peter Gisolfi Associates Architectural Proposal fee.

**Audience of Citizens II: none**

7:18 pm L. Alexander motioned to adjourn; R. Farnum seconded. All Aye.

Respectfully submitted,



Faith Williams, Recording Secretary  
Minutes Subject to Approval

13 MAR -6 AM 11:30  
TOWN OF OXFORD, CT  
*Angela A. West*  
TOWN CLERK