

**Library Planning and Building Committee  
Special Meeting Minutes  
Thursday Oct. 25, 2012 - 7:00 PM  
Oxford Town Hall**

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

Alternates Present:

Alternates Absent: David McKane, Dawn Zdru

Board Liaisons Present: Dawn Higginson, Oxford Library

Consultants Present: Jim Galligan, 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:**

Dorothy DeBisschop, 234 Chestnut Tree Hill Road, was happy to see progress on the project.

Len Alexander, 25 Reality Road, echoed D. DeBisschop's comment.

**Acceptance of Minutes:**

J. Westgate motioned to approve minutes of Aug. 6, 2012 meeting; seconded by B. Schiff. All in favor; motion passed.

B. Schiff motioned to approve minutes of Sept. 18, 2012 Special Meeting; seconded by L. Alexander. Aye: L. Alexander, B. Farnum, G. Mitchell, B. Schiff, J. Westgate. Abstain: A. Lyon. Motion passed.

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

Selectman J. Haney reviewed his alternate plan as discussed at Sept. 18, 2012 Special/Joint Meeting. Discussion included but was not limited to: use of town engineers Nafis & Young to create prints, making the building affordable and functional for town, use of Oxford's Long Range Plan in developing specifications, state grant availability, and working with architect to stay within target budget.

**Design Options:**

Discussion points included review of L or U shaped buildings, square footage totals and impacts on building costs, layout of library stacks/meeting rooms/program rooms, difference between spending more funds up front for maintenance-free/less maintenance materials or keeping construction costs lower, and importance of controlling specifications to keep costs in check.

**Budget:**

Funds approved in Sept. 2012 by Board of Selectman and Board of Finance to start tests to determine viability of proposed site. Chair G. Mitchell discussed possible referendum dates; First Selectman G. Temple suggested May 2013.

**Engineering Site SOW:**

### Audience of Citizens II:

12 NOV -2 AM 9:40  
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SHEPHERD, CT  
*SHEPHERD*  
T W CLERK