

**Minutes for Meeting of LIBRARY BUILDING COMMITTEE**  
**Monday, April 3, 2023, 6:00 pm via Zoom**

Attendees: Liz Anderson, Jim Kolb, Chris Kenney, Frank Orlando, Brian Connolly, Mark Brown, Alexis Madison, Roger Demler, Heather Willis, Deb Siefring, Heidi Doyle, Eric Johnson, Adam Page, Richard Littlefield, Margarette Powicki, Mary Moore, Peter Byerly, Mike Coleman, Rich Ryan, Mike McNulty, Tom Gatzunis Jr.

By order of Town officials, this meeting will be a virtual meeting and public participation may be limited. Roll call voting is required. Meeting will be recorded.

J. Kolb called LBC Meeting to order at 6:01 PM

1. 03.06.2023 LBC Meeting minutes voted on.

R. Littlefield to be added to Attendee List

Next Meeting date to be adjusted

J. Kolb made motion to approve 03/06 Minutes (Pending revisions), motion 2<sup>nd</sup>, all in favor - meeting minutes approved.

2. Chair's report

a) Invoices for approval:

-Beacon Architectural Associates

Invoice #20-784-2023-02 - \$25,507.50

Architectural Services through the month of February

M. Coleman to double check total hours for P. Byerly

J. Kolb made motion to Approve, Motion 2<sup>nd</sup>, All in favor, Invoice Approved

-Pavilion

Invoice #220514 - \$2,797.00

Final Req. for retainage

J. Kolb made motion to Approve, Motion 2<sup>nd</sup>, All in favor, Invoice Approved

-William B. Meyer

Invoice #121-041834 - \$5,980 for Furniture Moving

Invoice #121-043638 - \$39,956 to move collections and from SCC

Backup to be provided

Liz Anderson distributed contract to LBC

J. Kolb made motion to conditionally Approve, Motion 2<sup>nd</sup>, All in favor, Invoices Approved

-Apex Corp.:

- Payment Application #8- \$2,500

o Application for Closeout documentation, provided to Town

o Amount on Cover sheet to be revised to reflect actual amount to be paid

- J. Kolb made motion to conditionally Approve in the amount of \$2,500 for closeout documentation only, Motion 2<sup>nd</sup>, All in favor, Invoice Approved

### 3. OPM Update

#### a) Recent Events:

- Library Opening
  - Revised TCO received 3/16
  - Library opened to the Public on 3/20
  - Water chlorination report received & submitted to Building official
- Skylight Leak
  - Submittal for wet-glazing work was submitted, reviewed, & approved
  - Wet-Glazing at skylights began on 03/08
  - Investigation for leak at stair 1 done with BCG & Silktown
    - BCG used Sealant contractor to tighten skylight components & seal as proposed fix
      - BAA required 3<sup>rd</sup> party leak investigation
  - Sealant Contractor qualifications requested several times
  - Leak identified at Skylight/chimney on 03/14
  - Broken skylight glass pane identified on 03/18 following Wet-glazing work
- Elevator Machine Room Leak
  - Shop Drawings submitted for BAA's Review on 03/24
    - Not per contract requirements, rejected
- HVAC
  - Final Closeout documentation received
- Commissioning - Nearly Complete
  - Final Commissioning report received
- Move-in
  - Ribbon-Cutting Ceremony planned for 04/29
  - Superior data wiring completed on 3/24
  - William B. Meyer working to file Claim on Damaged Items
  - Coordination ongoing with Library, Stefura, & Furniture vendors to replace missing items
  - Existing End-Panels: to be installed by Tucker
  - Robert Evan's Mural to be available sometime in the summer
- Punch-List
  - CHA Estimating Department Developed Draft Monetized Punch-List
  - BAA & Town reviewed
  - Revisions ongoing, to be formally issued shortly
- MBLC Grant
  - Last portion of grant payment outstanding
    - Need to Submit Certificate of Occupancy, Final Narrative, Final Financial Sheet, Final Architectural As-Built Drawings
    - CHA & Liz Anderson working with Lauren Stara to Complete

#### b) Budget Update

- CHA working on updated budget sheet
  - Budget sheet update will be available for Thursday Budget meeting

#### c) New Business

4. Proposed date of next LBC virtual meeting – 05/01/2023

J. Kolb made motion to Adjourn LBC Meeting to executive session at 6:48 PM

Roll Call Vote; Meeting adjourned at 6:49 PM