

**Minutes for Meeting of LIBRARY BUILDING COMMITTEE**  
**Monday, May 01, 2023, 6:00 pm via Zoom**

Attendees: Liz Anderson, Jim Kolb, Chris Kenney, Brian Connolly, Mark Brown, Sean Kileen, Alexis Madison, Roger Demler, Heather Willis, Deb Sieftring, Heidi Doyle, Eric Johnson, Adam Page, Richard Littlefield, Margarett Powicki, Mary Moore, Mike Coleman, Rich Ryan, Mike McNulty

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 6:03 PM

1. 04.03.2023 LBC Meeting minutes voted on.

M. Brown noted incorrect date, date to be adjusted

J. Kolb made motion to approve 04/03 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 #20-784-2023-03 - \$29,335.00

Architectural Services through the month of March

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

-CHA Consulting

Invoice #39202-24 - \$10,800

OPM Services through the month of March

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

3. OPM Update

a) Recent Events:

- Library Opening

- Donor Signage installation was completed
- All metal shelving & end-panel installation was completed
- Stair 1 & 2 planters were delivered & installed for ADA Compliance
- Stack-Seating for Multi-purpose & trustee's conference rooms was delivered
- Successful ribbon-cutting ceremony on 04/29

- Skylight Leak

- Investigation held on 4/26 & 27 with WJE & Intertek
  - Preliminary findings issued, formal report to follow & to be distributed
  - Discoveries made at both known leaks, work required at flashing/brick tie-in at chimney

- Elevator Machine Room Leak

- Letter received from BCG on 4/25
  - Proposed agreement to complete waterproofing at 6.9-Line
  - Internal discussions with small-group on-going

- Move-in

- Ribbon-Cutting Ceremony 04/29
- Missing desk work-surface found at Meyer warehouse
  - Delivery to be scheduled
- William B. Meyer working to file Claim on Damaged Items
- Coordination ongoing with Library, Stefura, & Furniture vendors to replace missing items
- Robert Evan's Mural to be available sometime in the summer
  - L. Anderson working to get contract issued & signed
- Punch-List
  - Issued to BCG/Traveler's by BAA
- MBLC Grant
  - Last portion of grant payment outstanding
    - Progress ongoing
    - 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 – 06/05/2023

Operational issues with Library:

- Missing furniture, but “in the works”
  - Meyer responsiveness is lacking
- Temperature fluctuation – HVAC Issues to be addressed
  - Utility bills (Electricity) were high
  - CHA to discuss with parties
- Door closing issues – Main entrance
  - Main Entrance (Ext. Doors)
  - Main Entrance (Vestibule door closer)
  - 2<sup>nd</sup> Level men's room (W/ auto-operator)
    - BAA to follow-up with BCG
- Potential need to revamp SLIC
  - Issues with acoustics & potential additional furnishings

J. Kolb made motion to Adjourn LBC Meeting to executive session at 6:32 PM

Roll Call Vote; Meeting adjourned at 6:33 PM