

Ad Hoc Library Expansion Building Committee

Subject to Approval

Meeting Date: January 20, 2023

Meeting Place: Town Hall Room B and Zoom

Members Present: Henry Griggs, Laura Downes, Woodie Weiss and Graham Curtis.

Others Present: Chip Phillips (Colliers Engineering); George Noewatne and Billy Budd, (former Committee members).

The meeting was called to order at 11:04 am

Minutes -The minutes were tabled until next meeting. Griggs will review recordings of July 11 and October 24 meetings to prepare missing minutes for those dates.

Public comment - There was no public comment.

Invoices: Phillips presented the Invoice Log, from three vendors:

1) \$1,610.97 from Artistic Sign & Design LLC for Donor Wall Signage. This was the remaining portion of the Committee's share of these signage costs.

MOVED: Downes moved to approve and pay this invoice; Griggs seconded. The motion was unanimously approved.

2) \$6,000 from Enterprise Builders for installation of the bike racks. This amount was offset by a credit of \$1,646 in connection with sidewalk work.

MOVED: Griggs moved to approve the invoice and credit. Downes seconded. The motion was approved unanimously.

3) \$5,257.89 from JDS Electric LLC for repairs to exterior bollard lights.

MOVED: Weiss moved to approve the invoice. Griggs seconded. The motion was approved unanimously.

Reports and Update: The committee discussed cleaning up issues relating to the "as-built" documentation for the electrical systems. Weiss noted that the original sub-contractor did not follow the architect's plan. A subsequent contractor made additional changes to the system so the generator would power the entire building. These changes will be documented as soon as the electrical contractor CES and /or the architectural firm DRA can supply an editable document, such as an Excel file, so the changes can be made to reflect the electrical system as it was actually constructed

Phillips recapped the budget, including outstanding payments. There are sufficient funds to cover all approved and anticipated expenses.

Adjournment: The meeting adjourned at 12:30 pm.

Respectfully submitted,

Henry Griggs, Committee Vice-chair