

SUBJECT TO APPROVAL

TOWN OF MADISON

CONNECTICUT

06443-2563

MEETING DATE: Monday February 11, 2019

MEETING PLACE: Madison Senior Center, Activity Room A

AD-HOC LIBRARY EXPANSION BUILDING COMMITTEE

MEMBERS PRESENT: Graham Curtis, Billy Budd, Woodie Weiss, Laura Downes, George Noewatne, Henry Griggs (called in), Mark Rolfe

OTHERS PRESENT: Chip Phillips (Colliers International), Ken Best (DRA Architects), Scott Murphy (BOS Liaison), Beth Coyne (Board of Trustees)

NOT PRESENT:

The Committee convened at 5:35 p.m.

PUBLIC COMMENT:

None

REVIEW AND TAKE ACTION ON PRIOR MEETING MINUTES:

MOVED: By Woodie Weiss and seconded by Billy Budd to approve the January 28, 2019 meeting minutes.

VOTE: This motion was approved with all six committee members present in favor.

APPROVAL OF INVOICES:

- Amazon for \$366.00 (Door hardware at N. Madison)
- Colliers International for \$8,654.00 (Project management services)
- Sweitzer Waste Removal for \$325.00 (Roll off for Wall Street properties)
- Kone, Inc. for \$541.02 (Elevator service at Scranton)
- Eversource for \$627.99 (Electric bill for Scranton Building)
- Eversource for \$55.61 (Electric bill for 20 Wall Street)
- Eversource for \$44.24 (Electric bill for 24 Wall Street)
- Eversource for \$44.00 (Electric bill for 14 Wall Street, Unit 1-3)
- Eversource for \$107.86 (Electric bill for 14 Wall Street)
- Eversource for \$45.65 (Electric bill for 16 Wall Street, Unit 1-5)
- Eversource for \$44.00 (Electric bill for 16 Wall Street, Unit 2-1)
- Eversource for \$44.00 (Electric bill for 18 Wall Street, Unit 2-4)
- Eversource for \$28.52 (Electric bill for 815A Boston Post Road)
- Eversource for \$17.87 (Electric bill for 815A Boston Post Road)
- Eversource for \$12.37 (Electric bill for 26 Wall Street, rear apt.)
- Eversource for \$9.60 (Electric bill for 26 Wall Street, front apt.)
- Southern Connecticut Gas for \$604.65 (Natural gas at Scranton Building)
- Services Unlimited Cleaning Co. for \$629.00 (Cleaning trash from Scranton Building)
- Anderson Bros. for \$870.00 (Pump septic tank at Scranton Building)
- Kristen Panzo for \$170.00 (January Meeting Minutes)
- National Library Relocations for \$614.63 (Strong fees for February)
- Jan Cunningham for \$825.00 (SHPO Settlement)

MOVED: By George Noewatne and seconded Woodie Weiss by to approve the above invoices.

VOTE: This motion was approved with all six committee members present in favor.

VARIOUS UPDATES AND ACTIONS:

Ken talked about moving various items in the children's room. He talked about new desk layouts in that room and mentioned some changes that were made to the previous plans in the children's room. He talked about where the copier will go for the public to use. He talked about new updates to the second floor plan maker-space area.

He had brought in some samples of counter top material for the committee to look at. The samples could be used for the desks in the library and maybe the bathrooms if decided on. Ken also had brought in some sample materials to be used as another element for the lighting in the library as an option. He brought in sample materials to be used for the flooring, the stairs and the main hallway to get the committee's opinion.

He gave the committee some different options on the lighting they can use in different rooms of the library.

Most of the architectural changes are done Ken said.

Graham mentioned that there should be some type of sign off on as to when the library changes and updates will be made according to the time lines given to the committee members. He mentioned maybe appointing a sub-committee for the design aspect of the project.

The easement is almost complete. Graham said the attorneys are still going back and forth on a few things.

Discussion about Jan Cunningham no longer being the SHPO preservation consultant.

The building permit is in Graham mentioned.

Henry mentioned that the image of the Post Road Elevation when the image is smaller is very hard to read. People had mentioned to Henry that the image in the Source was very hard to read. The Wall Street sign in the image is not readable when the image is small.

Billy talked about project additions like the landscaping. He mentioned having the evergreens not ripped out and left where they are. He talked about having more seating outside for people to sit.

Graham mentioned that there should be a major task list of a detailed schedule through move-in.

Laura mentioned that DRA can send the invoices to her and she will send them to Chip to look over and then he will stamp them, sign them and then send them to George.

Ceremonial groundbreaking attentively can be the first week of March and if for some reason that cannot happen then around St. Patrick's Day week will be the next option.

The change order of items pertaining to the library updates was discussed.

MOVED: Graham Curtis motioned and Billy Budd seconded to approve appointing George Noewatne and Mark Rolfe to be on a subcommittee to review change orders

VOTE: This motion was approved with all six members present in favor.

Discussion on approving a design committee to make certain decisions on the library designs being made during the remodeling.

MOVED: Laura Downes motioned and Billy Budd seconded on approving creating a design committee.

VOTE: This motion was approved with all six committee members present in favor.

ADJOURNMENT:

There being no objection, the meeting adjourned at 7:54 p.m.

MOVED: By Billy Budd and seconded by Graham Curtis

VOTE: The motion was approved with all six committee members present in favor.

Respectfully Submitted,

Kristen Panzo