

SUBJECT TO APPROVAL

MEETING DATE: Monday, March 9, 2020

MEETING PLACE: 29 Bradley Road, Senior Center, Madison CT 06443

AD-HOC LIBRARY EXPANSION BUILDING COMMITTEE

MEMBERS PRESENT: Graham Curtis, Laura Downes, Billy Budd, Henry Griggs, Mark Rolfe and George Noewatne (came late).

MEMBERS NOT PRESENT: Woodie Weiss

OTHERS PRESENT: Ronald Paolillo (DRA Architects), Chip Phillips (Colliers International), Scot Regnery and Nicole Wiles (Library Board of Trustees).

CALL TO ORDER: The committee convened at 5:30 p.m.

PUBLIC COMMENT: None

REVIEW AND TAKE ACTION ON PRIOR MEETING MINUTES:

MOVED: By Henry Griggs and seconded by Laura Downes to approve the February 24, 2020

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

APPROVAL OF INVOICES:

- AdTech Systems for \$21,258.91 (A/V Equipment and Installation)
- Colliers International for \$6,816.00 (Construction Phase Services-January)
- Colliers International for \$2,533.64 (Monthly Commissioning Costs-January)
- DRA for \$19,710.00 (Construction Phase Services-January)
- Enterprise Builders for \$344,726.00 (Construction Activities through 2/29/2020)
- Girard and Company for \$900.00 (Special Inspections Services-Final Invoice)
- Joseph T. Matteis for \$2,000.00 (Art Restoration Down Payment)
- Kristen Panzo for \$100.00 (Meeting Notes and Minutes Development-February)
- National Library Relocations for \$507.00 (Monthly Storage Fees-March)

MOVED: By George Noewatne and seconded by Billy Budd to approve the above invoices.

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

February 24 invoice to approve the Revision Consent Calendar. The new amount for the invoices should be \$35,175.15

MOVED: George Noewatne and seconded by Billy Budd to approve the February 24, 2020 Revised Consent Calendar.

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

CHANGES AND CHANGE ORDERS:

There was a discussion on change orders that needed to be approved.

PC #73 R2 ASI #30 CES Response to DDC Meeting Items for \$18,635.

MOVED: By Billy Budd and seconded by Henry Griggs to approve PC #73.

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

PC #76 Utility Ramp Alternate SK for \$23,154.

MOVED: By Henry Griggs and seconded by Mark Rolfe to approve PC#76.

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

PC # 83 Credit- Hanging signs for \$1,175.

MOVED: By Laura Downes and seconded by Henry Griggs to approve PC #83.

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

PC# 87 Elevator Lockout Modifications for \$3,602.

MOVED: By Henry Griggs and seconded by Billy Budd to approve PC #87.

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

DRA UPDATE:

Ron talked about the steps that need to be done for the renovation to be completed.

Chip had a discussion about the lighting in the library.

FURNITURE, FIXTURES AND EQUIPMENT:

Laura passed around the FF&E budget to all the committee members. She explained it in detail.

There was a motion to buy two presentation carts from Alltec Sales in New Jersey for \$354.

MOVED: By Laura Downes and seconded by Henry Griggs to approve buying the two presentation carts.

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

There was a motion to approve the total FF&E budget from \$73,000 to \$76,000. The committee added \$3,000 to the budget.

MOVED: By Laura Downes and seconded by George Noewatne to approve the FF&E budget.

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

There was a motion to approve the IT portion of the FF&E Budget for \$50,997.00

MOVED: By Laura Downes and seconded by George Noewatne to approve the IT portion of the FF&E Budget.

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

Laura said Nicole and herself met with three artists from the Madison Art Society who would do a mural in the Morgan Beach area of the library.

LANDSCAPING:

Chip discussed communication with the landscaper. There is a meeting tomorrow with the landscaper to go over things.

INSURANCE:

Laura talked to Lauren Rhines about replacement costs, contractor's costs, etc.

ENERGY RELATED:

No discussion.

OTHER REPORTS:

Chip mentioned the dirty dirt that was emptied from the tanks and what was done with it.

EXECUTIVE SESSION:

Chip Phillips, Nicole Wiles and Scot Regnery were asked to stay.

MOVED: By Graham Curtis and seconded by Billy Budd to move into executive session at 7:20 p.m.

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

MOVED: By Henry Griggs and seconded by Mark Rolfe to move out of executive session at 7:42 p.m.

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

ADJOURNMENT:

There being no objection, the meeting adjourned at 7:42 p.m.

MOVED: By Billy Budd and seconded by Mark Rolfe to adjourn the meeting.

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

Respectfully Submitted,
Kristen Panzo

