

Subject to Approval

Ad-Hoc Library Expansion Building Committee

Date: Monday July 13, 2020

Place: Zoom Meeting

Members Present: Billy Budd, Graham Curtis, Laura Downes, Woodie Weiss, Henry Griggs, George Noewatne and Mark Rolfe.

Others: Chip Phillips (Colliers International), Ronald Paolillo (DRA Architech) and Nicole Wiles (Library Board of Trustees)

Call to Order: The meeting started at 5:30 p.m.

Public Comment: None.

June 22 Minutes: Tabled until next meeting.

Invoices: George Noewatne motioned to approve the invoices and Henry Griggs seconded. All members present were in favor.

- AdTech Systems for \$50,480.73 (A/V equipment and installation)
- American Copy for \$300.00 (Copy machine moving)
- Cisco LLC for \$1,878.82 (Contaminated soil disposal)
- Colliers Project Leaders for \$6,816.00 (Construction phase services-May)
- Colliers Project Leaders for \$596.30 (Monthly commissioning costs-May)
- Enterprise Builders for \$613,223.00 (Construction activities through 4/30/2020)
- EnvisionWare, Inc. for \$5,497.11 (Approved IT equipment)
- Eversource for \$56.87 (24 Wall Street Unit 1-Office-June)
- Eversource for \$46.01 (26 Wall Street Apt. Front-June)
- Eversource for \$44.12 (26 Wall Street Apt. Rear-June)
- Eversource for \$3,456.48 (880 Boston Post Road-June)
- Frontier for \$69.60 (Phone service for 801 Boston Post Road)
- Frontier for \$13,786.68 (Telecommunications equipment and installation)
- Gesick & Associates for \$1,450.00 (Additional surveying for sidewalks and drives)
- Laura Downes (Rakuten.com) for \$4,436.75 (Receipt printers)
- Libraries Online, Inc. for \$2,094.40 (Barcode scanners)
- Libraries Online, Inc. for \$86.54 (IT equipment and accessories)
- Libraries Online, Inc. for \$70.38 (IT equipment and accessories)
- Libraries Online, Inc. for \$115.99 (IT equipment and accessories)

- Madison Earth Care for \$4,750.00 (Scranton House patio deposit)
- National Library Relocations for \$35,040.00 (Move services)
- PSI-NESP for \$2,825.63 (Library shelving and storage)
- Robert H. Lord Company, Inc. for \$66,249.83 (Contracted furniture delivery and installation-Final Invoice)
- Services Unlimited for \$225.00 (Cleaning services)

Changes and Change Orders: Chip stated that there were no updates and that he is waiting on some change orders to go through.

DRA Update: Ron mentioned that the library and building site will be photographed on July 24. He discussed the finishes on the exterior lettering for the library. He discussed that the punch lists items have been submitted. There was a discussion about the pixel panel project.

Certificate of Occupancy: The library finally has the certificate of occupancy.

Furniture, Fixtures and Equipment: Laura mentioned the library has furniture and staff. They are half staffed on certain days so that there are not too many people in the library at one time. The staff is learning the equipment like the phones. She mentioned they are waiting on a few more furniture pieces.

Parking Lot: Chip mentioned the update with the parking lot issues. He talked about the paving that was done and what needs to be done to fix the issue with it. There was a discussion about the paving job that was done already.

Energy Related: Woodie mentioned that Sunlight is just a few days away from their inspection. There was a discussion about the heat pumps malfunctioning and the pump alarms in the library going off because of them turning off.

SHPO Update: Henry mentioned that Todd Bryant has his draft ready for SHPO. They wanted to see the draft of the Downtown Project. They will contact Todd once they are done reviewing it. There was a discussion about the two public events that were cancelled.

Other Reports: The sidewalk survey was discussed. Laura mentioned the tours that are going on in the library.

Adjournment: The meeting adjourned at 7:30 p.m. Graham Curtis motioned to end the meeting and Henry Griggs seconded. All members present were in favor.

Respectfully Submitted,

Kristen Panzo

