

Ad-Hoc Library Expansion Building Committee

Meeting Date: January 25, 2021

Meeting Place: Zoom Videoconferencing

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

Others Present: Chip Phillips (Colliers International) called in on phone, Ronald Paolillo (DRA Architect) and Nicole Wiles (Library Board of Trustees).

Meeting called to order at 5:30pm.

Public Comment: None

Approval of Minutes: Woodie motioned to approve the January 11, 2021 minutes with an amendment to change the order of how the approval of invoices was written. The invoice should have been written first then the motion to approve the invoice should have been second. Henry seconded. All members present were in favor.

Approval of Invoices:

- Enterprise Builders for \$159,695 (Construction Activities through 7/31/2020)

George motioned to approve the above invoice. Henry seconded. All members present were in favor.

Change and Change orders: Chip mentioned a couple of change orders that are in place to approve.

DRA Update: Ron talked about the punch list. He received a draft of the signage for the dedication plaque. He mentioned receiving more information about the size of the exterior letters for the library above the entrance doors. He is waiting on a revised estimate for all the signage that will be done through out the library inside and outside. There was a discussion about the energy related part due to an email Ron received.

FF&E: Laura mentioned the O-Pack stations were installed last week. She said it was the last wood working item that was installed from PSI.

Energy Related: Woodie mentioned reviewing a one-line diagram drawing from CES. It is for putting the whole building on a generator. There was a discussion on how putting the library on generator would benefit the library. The multi-chiller was discussed. Heat pump #2 was discussed. When it is cold out the heat pumps work overtime and that is when the library has a problem and the alarms trip because they are working too hard. There was a discussion on how the heat pumps work daily and how they should be running. The modulating values were discussed.

Other Reports: Chip mentioned getting a Freedom of Information Act request from Security 101 the other day. They are a vendor, self-contractor or sub-contractor to CE. The Library is contracted through Enterprise and Enterprise is contracted through CE and CE is contracted through Security 101. Security 101 has not been paid and is trying to figure out what money is owed to CE. They requested the contract with Enterprise along with any information on payments made to CE. They also wanted to know about any outstanding payments and retainage. The solution to handling this FOI request is to let the Town's attorney handle the request.

Adjournment: The meeting ended at 7:00pm. Henry motioned to adjourn. Billy seconded. All members present were in favor.

Respectfully Submitted,
Kristen Panzo