

SUBJECT TO APPROVAL

MEETING DATE: Thursday April 16, 2020

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

SPECIAL AD-HOC LIBRARY EXPANSION BUILDING COMMITTEE

The regular meeting of the Special Ad-Hoc Library Expansion Building Committee was conducted Thursday, Apr. 16, 2020, at 5:30 p.m., remotely, using Zoom Videoconferencing. The public was invited to participate remotely by joining the meeting through Zoom (<https://zoom.us/>). Log-in and call-in details were posted to the Town of Madison website (<https://www.madisonct.org/>) prior to the meeting.

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

MEMBERS NOT PRESENT:

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

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

PUBLIC COMMENT: Nicole Wiles mentioned all the positive feedback the library had received ever since putting the Virtual Tour of the Library on You Tube. She also thanked Laura Downes in assisting a young college student in the making of the You Tube Video.

REVIEW AND TAKE ACTION ON PRIOR MEETING MINUTES:

MOVED: By Henry Griggs and seconded by Mark Rolfe to approve the March 9, 2020 meeting minutes.

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

MOVED: Henry Griggs and seconded by Mark Rolfe to approve the March 23, 2020 meeting minutes.

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

Laura discussed purchasing 17 laptops for \$14,550. This was a change from the March 23, 2020. This amount was in the FF&E Budget.

MOVED: By Laura Downes and seconded by Billy Budd to approve purchasing 17 laptops for \$14,550.

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

APPROVAL OF INVOICES FOR MARCH 23, 2020:

- AWE Learning for \$8,937.00 (AWE Computers)
- Colliers Project Leaders for \$6, 816.00 (Construction Phase Services-February)
- Colliers Project Leaders for \$2,440.97 (Monthly Commissioning Costs-February)
- Eversource for \$3,200.09 (Electricity for 880 Boston Post Road-March)
- Laura Downes for \$354.00 Reimbursement for (2) Alltec Presentation Carts)
- Richter & Cegan, Inc. for \$1,200.00 (Preliminary Design-Sidewalk)

MOVED: By Laura Downes and seconded by George Noewatne to re-approve the above invoices in the amount of \$22,948.06

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

APPROVAL OF INVOICES FOR APRIL 16, 2020:

- Southern CT Gas for \$711.97 (Natural Gas at 801 Boston Post Road)
- PSI-NESP for \$8,003.20 (Library Shelving)
- PSI-NESP for \$909.00 (Library Shelving)
- PSI-NESP for \$135,087.27 (Library Shelving)
- PSI-NESP for \$6,054.30 (Library Shelving)
- CT Water Company for \$423.59 (Water for 801 Boston Post Road)
- DRA for \$13,140.00 (Construction Phase Services)
- National Library Relocations for \$507.00 (Monthly Storage Fees-April)

MOVED: By George Noewatne and seconded by Henry Griggs to approve the above invoices in the amount of \$164,836.33

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

CHANGES AND CHANGE ORDERS:

Chip discussed change orders that the committee had to vote on for tonight's meeting.

PC#72 ASI #55 RFI #87 Room #139 Finishes for \$0.00

MOVED: By George Noewatne and seconded by Billy Budd to approve PC#72.

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

PC# 95 RI: Access Control and Security Cameras for \$17,037.00

MOVED: By Billy Budd and seconded by Woodie Weiss to approve PC#95.

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

PC#101 Wiring for Wireless Access Points for \$16,204.00

MOVED: By Henry Griggs and seconded by Woodie Weiss to approve PC#101.

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

PC# 102 Landscape Modifications for a credit of \$907.00

MOVED: By Henry Griggs and seconded by George Noewatne to approve PC#102.

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

PC# 94 Pressure Testing HP Evaporator Coils for \$3,905.00

MOVED: By Billy Budd and seconded by Woodie Weiss to approve PC#94.

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

PC#96 Circuit Setters for \$4,528.00

MOVED: By Woodie Weiss and seconded by Bill Budd to approve PC#96.

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

There was a change that was voted on for the rim around the hardscape areas outside of the library up to the amount of \$6,000.

MOVED: By Laura Downes and seconded by Billy Budd.

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

DRA UPDATE:

Ron has been tying up some loose ends for possible certificate of occupancy items to schedule a walk through with the building officials working with Enterprise on those items. He is also trying to tie up the signage package and that all wrapped up. He has been working with Robert Lord the past few days on the furniture delivery and installation. He has been taking notes and pictures of any items that were delivered that are damaged or need repairs. There will be another installation tomorrow and Ron will be meeting Robert Lord at the site.

FURNITURE, FIXTURES AND EQUIPMENT:

Laura said there have been huge changes with the countertops and the cloud ceilings that are over the service desk. Shelving is being installed and well along. Until the office furniture is delivered the shelving cannot be installed yet. Desktops and laptops have arrived she mentioned. They are trying to get the Wi-Fi up and running for the public to use.

LANDSCAPING:

Billy stated that the landscaping has been placed and put in. They mulch will be put in tomorrow along with the stone mulch. The East property line has not been landscaped yet. Chip needs to have a meeting with Scot to make sure that everyone is on the same page. The grading cannot be completed until the slit fence is removed Chip mentioned.

SIDEWALKS:

Billy mentioned that they sidewalks are in and he is not very pleased with the quality of them. For the money that was spent on them he mentioned they could look better. He also mentioned that there was not much thought or interaction with the people who are involved with the project.

ENERGY RELATED:

Woodie talked about the building automation system in the library.

OTHER REPORTS:

Chip mentioned the training for how to use the new technology in the library.

ADJOURNMENT:

There being no objection, the meeting adjourned at 8:07p.m.

MOVED: By Henry Griggs and seconded by Woodie Weiss to adjourn the meeting.

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

Respectfully Submitted,

Kristen Panzo