October 5, 2017

Ms. Ericka Butler Town Clerk Town of Simsbury, CT

Dear Ms. Butler.

The Library Building Committee has scheduled a meeting for **Tuesday, October 31, at 1:00 p.m. in the Program Room 2 of the Simsbury Public Library.** The agenda is as follows:

## <u>Agenda</u>

- 1. Public Audience
- 2. Appointment of a Committee Chair
- 3. Review of the Building Program
- 4. Review of Project Technology Needs
- 5. Review of Design Schedule
- 6. Construction Timeline and Considerations
- 7. Walk Through of the Project
- 8. Old Business
- 9. New Business
- 10. Adjourn