

**Library Building Committee Meeting  
Monday, February 11, 2019, 2pm  
Simsbury Public Library Program Room 2  
Minutes**

**Present:**

**Committee Members:** Dave Blume, Lisa Karim, Charmaine Glew, Bud Kelly, Dick Ostop, Mark Orenstein

**Butler Rowland Mays Architect Representatives:** Meghan Brennen

**Owner's Representative:** Jim Russo, JR Russo, LLC

**Absent:** Tom Roy, Tolly Zonenberg, Lauren Miller, Marianne O'Neil, Jeff Shea

**Others Present:** Adam Kessler

Mr Blume called the meeting to order at 2pm.

**1. Public Audience**

None

**2. Minutes – January 14**

Mr Ostop made a motion, second Mr Kelly to approve the minutes of January 14 as presented. Motion carried unanimously.

**3. and 4. Discussion of Project Budget/ Construction Changes**

Mr Russo presented the current Proposal/Change Order Log.

Mr Ostop made a motion, second Ms Glew to approve COR #1 payable to Sarazin Construction in the amount of \$784.58 for the relocation of 2 gas vents. Motion carried unanimously.

Mr Ostop made a motion, second Mr Kelly to approve COR #5 payable to Sarazin Construction in the amount of \$939.75 for sound insulation of the new conference room wall. Motion carried unanimously.

Mr Ostop made a motion, second Mr Kelly to authorize PR #4 with a cost not to exceed \$3,500 payable to Sarazin Construction for the revisions to gallery area millwork. Motion carried unanimously.

Mr Ostop made a motion, second Mr Blume to amend the original motion of the January 14 meeting regarding the sawcutting of the floor to accommodate the second screen location and podium (now COR #2) to authorize COR #2 and #3 with a cost not to exceed \$5,000 payable to Sarazin Construction for the additional sawcutting and additional data and electrical scope of work for the second screen location and podium. Motion carried unanimously.

Action on the change orders for floor prep/paint removal and boiler room switches was tabled until the next meeting pending cost information.

Action on COR #4 adding steel lintels to the concrete opening was tabled until Mr Shea weighs in on the need for this work. The architect's engineers and Town Building Inspector have conveyed that the steel lintel is not necessary. Mr Kessler will discuss this with Mr Shea.

## **5. Review of Project Schedule**

Mr Russo reviewed the project schedule. Water entering the building will be addressed by Public Works as soon as possible to prevent damage to the interior of the new space.

## **6. Review of Project Technology Scope**

Mr Orenstein provided the Committee with details of the technology package as a result of the February 1 Technology Subcommittee meeting.

Mr Blume made a motion, second Mr Orenstein to install the less expensive speaker system than the originally proposed Bose. Motion carried unanimously.

Mr Orenstein made a motion, second Ms Glew to install ceiling mounted speakers to be used for meetings and lectures, in addition to the surround sound system which will be used for movies. Motion carried unanimously.

## **7. Discussion of Furniture, Fixtures and Equipment (FF&E)**

A subcommittee met to select furniture, fixtures, paint, tile and flooring.

## **8. Review & Approval of Invoices**

Mr Ostop made a motion, second by Mr Orenstein to approve Invoice 2018-7-7 payable to J.R.Russo, LLC in the amount of \$6,710. Motion carried unanimously.

Mr Ostop made a motion, second Mr Orenstein to approve App 002 payable to Sarazin Construction in the amount of \$82,118.90. Motion carried unanimously.

## **9. State Library Grant Matters**

The sign will be on site next week. Public Works will be consulted regarding placement.

CHRO paperwork has been completed.

## **10. Old Business**

None

## **11. New Business**

None

## **12. Next Meeting Date**

The next meeting will be March 11, at 2pm in the Library's Program Room 2. Subsequent meetings will be the 2<sup>nd</sup> Monday of the month at 2pm through April 8 in Program Room 2.

## **13. Adjourn**

Mr Kelly made a motion, second by Mr Orenstein to adjourn the meeting. Motion carried unanimously. The meeting adjourned at 3:25 pm.

Respectfully submitted,  
Lisa Karim

