

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

**Present:**

**Committee Members:** Dave Blume, Lisa Karim, Charmaine Glew, Dick Ostop, Marianne O'Neil

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

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

**Absent:** Tom Roy, Tolly Zonenberg, Lauren Miller, Bud Kelly, Jeff Shea, Tom Roy

**Others Present:** Adam Kessler, Mark Rustic

Mr Blume called the meeting to order at 2pm.

**1. Public Audience**

None

**2. Minutes – February 11**

Mr Ostop made a motion, second Ms O'Neil to approve the minutes of February 11 as presented. Motion carried unanimously.

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

Mr Russo indicated that the current contingency costs are now at \$38,507 which includes all change orders, both proposed and approved. He then presented the current Proposal/Change Order Log.

Mr Ostop made a motion, second Ms O'Neil to approve COR #3 payable to Sarazin Construction in the amount of \$780.72 for additional data and electrical lines to support the alternate room layout. Motion carried unanimously.

Mr Ostop made a motion, second Ms O'Neil to approve COR #4 payable to Sarazin Construction in the amount of \$8,702.19 for removal of the concrete wall and addition of two lintels. Motion carried unanimously.

Mr Ostop made a motion, second Ms O'Neil to approve COR# 6 payable to Sarazin Construction in the amount of \$361.11 for additional floor preparation. Motion carried unanimously.

Ms O'Neil made a motion, second Mr Ostop to approve COR #8 payable to Sarazin Construction in the amount of \$2,020.85 for boiler room device relocation. Motion carried unanimously.

Ms O'Neil made a motion, second Mr Ostop to approve COR #9 payable to Sarazin Construction in the amount of \$3,715.84 for gallery millwork. Motion carried unanimously. This change order had previously been approved not to exceed \$3,500 at the February 11 meeting.

Mystic Air Quality conducted testing on the existing tile located in the new Barnes Room and storage room and determined the existence of asbestos. The quote for abatement is \$8,212.87. Mr Kessler will consult with Mr Shea, Mr Roy and the Town Manager regarding the possibility of deferring abatement and adhering the carpet tile temporarily with stickers rather than gluing it down permanently.

Mr Ostop made a motion, second Ms Glew to approve asbestos abatement not to exceed \$8,212 should the Town deem abatement not be deferred. Motion carried unanimously.

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

Mr Russo indicated that the installation of the HVAC handling unit is currently 14 days behind schedule. There is also a 10 week delivery schedule for the barn doors. He has yet to resolve the remediation of the cracks in the foundation wall. These issues could delay the project completion.

Mr Ostop made a motion, second Ms O'Neil to authorize the Project Engineer to use cost determined through construction means with Sarazin Construction for reconciliation of the repair of the foundation cracks. Motion carried unanimously.

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

Ms O'Neil made a motion, second Ms Glew to approve the Rockwell technology quote dated February 26, 2019 with the modification to a surface mount screen. Motion carried unanimously. It was noted that in order to be surface mounted the screen may need to be smaller than noted on the quote.

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

Ms Brennen indicated the chairs selected by the subcommittee have been discontinued. Another design within budget will be selected following the meeting.

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

Mr Ostop made a motion, second by Ms O'Neil to approve Submittal #3 payable to Sarazin Construction in the amount of \$80,474.78. Motion carried unanimously.

Mr Ostop made a motion, second Ms O'Neil to approve Invoice 2018-7-8 payable to J.R.Russo, LLC in the amount of \$5,417.50. Motion carried unanimously.

Mr Ostop made a motion, second Ms Glew to approve the invoice payable to Mystic Air Quality in the amount of 740.00. Motion carried unanimously.

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

No matters at this time.

#### **10. Old Business**

None

#### **11. New Business**

None

#### **12. Next Meeting Date**

The next meeting will be April 8 in Program Room 2.

#### **13. Adjourn**

Mr Ostop made a motion, second by Ms O'Neil to adjourn the meeting. Motion carried unanimously. The meeting adjourned at 3 pm.

Respectfully submitted,

Lisa Karim