

Library Building Committee Meeting
Tuesday, May 15 1 pm
Simsbury Public Library Program Room 2
Minutes

Present:

Committee Members: Richard Ostop, Francis (Bud) Kelly, David Blume (Chair), Tom Roy, Jeff Shea, Lisa Karim, Marianne O'Neil, Tolly Zonenberg

Butler Rowland Mays Architect Representatives: Paul Mays, Meghan Brennan

Absent: Lauren Miller

The meeting was called to order at 1pm by Chair Dave Blume.

There was no public audience.

The March 29 minutes include the following change: Ms Karim noted that the funding for the State Library Construction Grant of \$405,525 was approved by the Bond Commission on February 16 and the contract was signed by the State Librarian on March 26.

Mr Ostop made a motion, seconded by Ms O'Neil to approve the minutes of the March 29 meeting as amended. Motion carried unanimously.

Mr Mays presented the Field Observation Report submitted by Consulting Engineering Services (CES).

Mr Mays presented updated Design Development documents showing the mechanical room (14' X 8') located in the corner of the proposed program space. CES suggested locating the mechanical room in the Friends sorting area. Mr Mays indicated to CES this would not be preferable as the Friends sorting area space is already limited. Situating the mechanical room in the program space does not impact occupancy of the room, however one exterior window will become part of this space which will decrease the amount of natural light into the program area. Acoustic insulation will be used and all measures will be taken during construction to ensure the sounds from the mechanical room are not heard in the program space. There was discussion regarding the unfavorableness of losing the window light. Ms O'Neil made a motion, seconded by Mr Roy, to have Mr Mays in conjunction with CES investigate the following options, including cost, for location of the mechanical room so that the window is not impacted: 1. Existing storage space where custodian desk is located 2. Making the mechanical room more narrow so as not to cover the window 3. Across the room where the table/chair storage is proposed. Motion carried unanimously.

Mr Mays indicated that across the industry project bids have been coming in higher than anticipated. Gilbane Construction's Glastonbury office was consulted regarding the accuracy of proposed construction costs. Gilbane concurred on costs. Mr Ostop suggested the Committee review each line item of the project budget to confirm the necessity and appropriateness of each item.

Discussion of the hiring a Construction Manager vs. Clerk of the Works ensued. Mr Ostop made a motion, seconded by Ms O'Neil that the RFP include a means by which respondents may reply with bids for both a Construction Manager or Clerk of the Works and the Committee would then decide which is most cost effective. Motion carried unanimously. Mr Shea will put

the RFP together with assistance and input from Mr Blume and Mr Ostop and get it out prior to the next meeting. Mr Mays will send Mr Shea a template for the RFP.

Mr Mays will request from CES HVAC system pricing so the budgeted costs may be reevaluated and adjusted as necessary. Mr Shea requested that CES provide a letter indicating the current HVAC system is insufficient to accommodate the new space.

A list of add alternatives was discussed. Possibilities include: furring of book sorting/storage space, addition of a drop ceiling to book sorting/storage space, upgrading the main doors to the exterior

Technology needs were discussed. Another Technology Subcommittee meeting will be scheduled. All Committee members were invited to attend. Mr Blume will coordinate the date/time of this meeting with Mr Shea, Mr Bazzano, Ms Karim and Mr Orenstein, as well as Rich from Butler Rowland Mays, who will be conferencing in by phone.

Project schedule is still on target. It seems possible that construction times may be able to be condensed.

A meeting with the Town Fire Marshall and Code Enforcement Official is scheduled following this meeting. Mr Blume will share results with the Committee.

It is likely a special meeting of the Committee will be called to review, discuss and decide upon the final location of the mechanical room.

The next meeting is scheduled for Tuesday, June 12 at 1 pm in the Library's Program Room 2.

Ms Zonenberg made a motion, seconded by Ms O'Neil to adjourn the meeting at 2:40pm.

Respectfully submitted,
Lisa Karim