

Lee Public Library Community Center Building Committee

December 19, 2013 Meeting Minutes

Committee Members present: Thomas Dolan, Lou Ann Griswold, Katrinka Pellecchia, Sharon Taylor, Paul Gasowski, Chuck Cox, Zachary Smith,

Others present: Dennis Mires, Architect; Frank Lemay David Baer, Milestone Engineering and Construction; Annie Gasowski, Library Trustee Chair

The meeting was called to order at 6:30 p.m.

- The committee approved the agenda as published.
- The Minutes of the December 4, 2013 meeting were approved as published.
- Katrinka Pellecchia noted that Tobin Farwell has resigned from the committee. The committee expressed a recognition of and appreciation for Tobin's contribution to the project.

Dennis Mires provided an update on the Rt 155 entrance/egress considerations and the DOT approval process. His engineer has visited the site and further developed and refined Tobin Farwell's initial plan. Dennis further indicated that:

- Based on the refined plan, the proposed entrance and egress site meets all the applicable DOT distance requirements.
- A traffic study will not be required at this time. The type, purpose, days and hours of operation of the building, to include non-library activities will suffice for the initial assessment.
- We may need to re-grade the road shoulder slightly to provide the required sight line and improve drainage. No tree cutting will be required.
- He has had a telephone conversation with the DOT and confirmed the application process to include: submission of the refined, proposed plan complete with the dimensions and square footage of the building, hours of operation etc..
- The DOT will then review and provide a conceptual approval. Additional actions may then be required.
- In light of some impending personnel changes at the DOT and in the interest of continuity, the application needs to be submitted ASAP.

With respect to energy considerations and mechanical systems, Dennis indicated that the current plan would provide a potential for 30kw of power from solar panels at a cost of approx. \$4600 and allows for some latitude in the orientation of the building. He then provided the committee with the report from John Waitt on the operating costs for three types of heating/cooling systems utilizing a variety of fuels. Milestone had not yet reviewed John Waitt's report but indicated that all of the systems reported on would fall within their procurement and installation cost estimate of \$30 per sq.ft. Milestone indicated that with the system specifics as outlined by Jon Waitt, they can go out for specific quotes and will also provide actual service life figures for the respective systems. Building energy operating costs are typically estimated at an average of \$1 per sq.ft. per annum.

Dennis Mires then presented and reviewed the revised/refined site plan, elevations and an initial video providing for an external and internal walking tour of the building and emphasized that the video is a work in process. Committee members offered suggestions to include sun shades, wainscoting and vinyl plank flooring in the community room as well as trusses/beams to the ceiling peak in the community room. For purposes of the presentation, he requested guidance in the selection of colors for the windows, siding, stone veneer, shadows, lighting, depth of overhangs, community room ceiling and floor. Dennis will further refine the video and provide to Paul Gasowski who will incorporate sub-titles and audio.

A brief discussion followed on the relative construction costs as previously quoted in CY2009, of \$3.2 mil, with the current quote for construction of \$2.9 mil with a total estimated project cost of \$3.7 mil. Some committee members and Milestone recommended that the current estimated project number be the singular focus of the January 6, 2014 LPLCC Bond public hearing. Additionally, Milestone indicated that in the current plan, 26% of the floor space is for 'non-library' use and the suggestions, outlined above in response to the video, are all cost intensive and not included in the current cost estimate.

The committee then discussed the agenda for the public hearing on the LPLCC bond scheduled for January 6, 2014 and decided on the following core items:

- Dennis Mires will present the Site and Floor plans, various elevations and the basic video as described above. He will strive to have the 'movie' completed by January 6th but cannot guarantee it.
- Lou Ann Griswold will prepare a hard copy 'take away' for the hearing attendees. Zachary Smith will assist in preparation if need be.
- Milestone Engineering and Construction will attend to present a summary of the Construction Management Process and provide any necessary consulting services.
- The LPLCCBC will meet at 6:00 PM on January 2, 2014 with the Library trustees to review bond/budget numbers.

Future meetings scheduled for January 16, 2014, 6:30 PM; Information Session #2: January 23, 2014, 7:00 PM

The meeting adjourned at 8:36 PM.

These minutes were prepared by Tom Dolan