Meeting date and time: Special meeting May 13, 2020. 9 AM

Location: Town Hall Annex / Zoom meeting

Meeting called to order: 5:01 am.

Roll Call: at Annex - Deborah Walsh (Chair) James Parda (Secretary) John Twerdy, Joseph Jankowski, John Elsesser (Town Manager). Zoom attendees - William Bonney (Vice-Chair), Tim Ackert, Dudley Brand, Margaret Khan (Library Director), Ken Best (DRA), Lisa Thomas & Jon Hand observing/listening on Zoom also.

Audience of Citizens: No one came forward to address the Committee.

Acceptance of Minutes: Twerdy made the motion to amend, and then accept as amended, the minutes from April 29, 2020. The amended minutes from the 29th are now to include the motion by Jankowski, seconded by Twerdy, to warn the Special Meeting on May 13, 2020 at 9am. The motion to amend carried unanimously. Twerdy’s motion on the 13th to accept the amended minutes of the 29th was seconded by Jankowski and carried unanimously.

Report from Committee Chair/Town Manager/Committee members: Twerdy apologized for his rant at the April 29th meeting. Elsesser reported that he had created a $12,000.00 purchase order, authorized by the Council, to continue the architectural services of DRA, Ken Best. This was to meet the Council’s fiscal goal about the library project as “the budgetary limit of $1.7 million including matching funds of $850,000.00” (From 4.27.20 Council minutes)

Old Business: Walsh expressed the Committee’s gratitude for the Council’s unanimous vote regarding the project and the chance to continue to meet the Council direction and goal.

New Business: The report from Best included an on screen diagram of the 1st draft of the revised library floor plan. He addressed water incursion with a revised entry way, sanitation and rest room reduction, technology improvement modification, elevator location change, elimination of the kitchenette in the community room, elimination of private spaces, how the plan meets ADA requirements, but not Connecticut code, rescue area changes, wiring issues, an I.T. closet and server room.

Jankowski and Brand emphasized that the concept plan was still “working within the existing building footprint including the courtyard area” as outlined in the original charge to the Committee.

The Committee asked questions about lower level egress, lighting, security, the new elevator size (was it large enough to handle a stretcher/gurney), any facade changes, the project timeline in relation to grant funding requirements, wiring and cost savings, reuse of the old elevator shaft and the structural significance of the shaft’s concrete walls. There was a question of how cost reductions will be presented, a list versus an overall estimate based on the new concept. The concern of the grant timeline was brought forward based on synching the plan budget, Library Board review, Council approval of the plan, and State Library approval of changes to the plan.

Khan and Elsesser explained keeping grant eligibility in place because this concept maintains the State Library priorities, like improved program space.
Walsh commented that the plan must avoid the mistakes of the past concerning the roof and facade to insure that there is no future water incursion.

DRA will be providing online versions of the concept plan before the May 27th meeting.

Other Business: Upcoming regular meeting dates were reviewed. Next regular Committee meeting date: May 27, 2020. 9 am. As scheduled.

Adjournment: Motion to adjourn - Jankowski. Second – Twerdy. Motion carried unanimously.

Adjourned: 10:04 am

Respectfully submitted,

James Parda, Secretary