

**TOWN OF BURRILLVILLE
LIBRARY BUILDING COMMITTEE
MEETING MINUTES**

REGULAR MEETING of the Burrillville Library Building Committee held Thursday, August 25, 2005 at 6:00 P.M. at the Burrillville Town Hall, 105 Main Street, Harrisville, RI.

MEMBERS PRESENT: Victor D. Antoniello, David C. Ketcham, Brian P. Lanoie, G. Wayne Miller and Robert J. Martel

MEMBERS ABSENT: James H. Moran and Michael A. Caron

EX OFFICIO MEMBER: William A. Andrews, Town Councilor

OTHERS PRESENT: Tom Kravitz, Jay Litman, Sandra Mundy, Pamela Choi Redfern, Michael C. Wood

The meeting was called to order at 6:18 P.M. by Antoniello, Committee Chair

I. PUBLIC COMMENT

None

II. APPROVAL OF THE MINUTES

A motion was made by Ketcham and seconded by Miller to approve the minutes from the meeting on 8/11/2005. With no further discussion, the vote in favor was unanimous.

III. CONSIDER AND ACT UPON CORRESPONDENCE

1. Invoice from Monica Riffle, Clerk to the Committee

A motion was made by Ketcham and seconded by Martel to approve payment for the invoice submitted by Monica Riffle, Clerk to the Committee. With no further discussion, the vote in favor was unanimous

2. Geisser Engineering Corporation

A motion was made by Lanoie and seconded by Ketcham to receive and file correspondence from Geisser Engineering Corporation requesting consideration for the testing and inspection services needed for the Library project. With no further discussion, the vote in favor was unanimous.

3. Monica L. Riffle

A motion was made by Lanoie and seconded by Ketcham to receive and file correspondence from Monica L. Riffle announcing her resignation as clerk to the committee. With no further discussion, the

vote in favor was unanimous.

IV. CHAMPLIN FOUNDATION MEETING

A meeting was held on August 24, 2005 at the library site with representatives of the Champlin Foundation. They indicated that there were 404 applications to the Champlin Foundation this year and that 8 of them were for library projects. Based on feedback received from representatives of the Champlin Foundation at this meeting, all agreed that Champlin is considering our application very favorably.

V. NEWPORT COLLABORATIVE ARCHITECTS, INC., Jay Litman, AIA

1. Rhode Island Historic Preservation Commission

The meeting with the RIHPC has been rescheduled for September 6, 2005 at 11 A.M.

2. Cost Estimate

Litman distributed the final Design Development set to the Committee members. The cost estimate for the project is currently at \$4,556,548 for the building, \$1.5 million for the site clean-up costs and in addition, the cost of the furnishings. In order to reduce costs Litman tried to reduce the amount of steel necessary as the exorbitant cost of steel is driving up the project cost. Litman

indicated that there are other options for value engineering and that they would be more fully considered once the development of the construction documents begins.

3. Next Steps

Litman requested NCA be permitted to go forward with Construction Document preparation as Design Development is complete and they expect the civil engineering to be complete by October 3, 2005 when NCA meets with the Planning Board again. Litman is hopeful that the committee will be able to award a contract for the project in February 2006.

A motion was made by Lanoie and seconded by Martel to instruct NCA to proceed with development of the Construction Documents necessary for the project. With no further discussion, the vote in favor was unanimous.

Antoniello requested Litman provide the most up to date, detailed cost estimates in order to prepare a presentation to Town Council sometime in October. Mike Wood added to the discussion that an effective presentation to the Town Council must include a detailed “sources and uses” summary with a budget and potential other sources of income (grants/reimbursement programs) for the project.

VII. GENERAL DISCUSSION OF THE PROJECT

The committee agreed that a meeting with Town Council would be necessary soon and considered the October 12, 2005 meeting date since the NCA's meeting with the Planning Board would be completed on October 3, 2005. The committee asked Litman to provide some more concrete visuals for use in a presentation to the Council as well as a better defined project schedule. The committee agreed to meet again on Wednesday, September 14, 2005 at the Library in order to prepare for the meeting with the Town Council in October. Litman suggested that a small scale model be built, utilizing the actual building materials, and placed on current library grounds in order to give the most complete picture of the library design and to spark the fundraising efforts.

Lanoie suggested ideas for value engineering including reconsideration of the automatic doors into the café area and attempting to salvage some of the materials (brick, granite, trusses) from the current mill buildings. Litman agreed that there were many more areas for value engineering to consider once in the construction document phase of the project.

The fundraising committee will be meeting on the 1st and 3rd Wednesdays of the month and their Town Council liaison will be Jackie Zahn.

VIII. ADJOURNMENT

A motion was made by Ketcham and seconded by Martel to adjourn

the meeting at 8:15 P.M. With no further discussion the vote in favor was unanimous.

Information relating to the meeting is on file with the record of the minutes in the office of the Town Clerk.

Recorded by _____

Monica L. Riffle, Clerk to the Committee

Approved by _____

Library Building Committee Member

Date Approved _____