

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

**SPECIAL MEETING of the Burrillville Library Building Committee held
Wednesday, October 5, 2005 at 6:00 P.M. at the Legion Hall, 103
Harrisville Main Street, Harrisville, RI.**

**MEMBERS PRESENT: Victor D. Antonello, Michael A. Caron, David
C. Ketcham,
G. Wayne Miller, James H. Moran and Robert J. Martel**

MEMBERS ABSENT: None

EX OFFICIO MEMBER ABSENT: William A. Andrews, Town Councilor

**OTHERS PRESENT: Liz Greaves, Sandra Mundy, Pamela Choi
Redfern, Tom Kravitz**

**The meeting was called to order at 6:13 P.M. by Antonello,
Committee Chair**

I. PUBLIC COMMENT

None

II. CAPITAL CAMPAIGN/LIBRARY FUNDRAISING COMMITTEE

Mundy informed the group that a Public Relations Representative was to be appointed to the Fundraising Committee. There was no update from the Capital Campaign since the meeting had been rescheduled to the following Wednesday. Ketcham reported news from the Fundraising Committee that the project may be eligible for \$10K from the Ocean State Power Grant.

Kravitz discussed the application for an EPA Grant to cover the clean-up costs associated with the site. The process involved with the application may cause further delay with the construction. Moran voiced concern that further delays will likely push the project further over budget due to the rising cost of construction materials

III. OLIS AND CHAMPLN GRANT UPDATES

Mundy, Jay Litman and Karen Mellor of OLIS were to meet on Friday, 10/7 to review specifics of the OLIS Grant. For approval of partial reimbursement of the project by OLIS, evidence of full coverage for the entire cost of the project must first be in place, thus the entire process is very time sensitive and interdependent. Following the October 26 meeting and anticipated approval, a letter from Town Council agreeing to pick up the additional costs not covered by the bond or by grants would be sufficient for approval by OLIS. Similarly, a letter from Champlin stating the amount of award granted (if the

project is indeed awarded a grant) would satisfy OLIS requirements as well. Kravitz was to send Champlin a letter informing them of the approvals.

OLIS funding is 50% of eligible expenses such as architect fees, parking lot, furniture(with limits), etc. but on construction portion the limit is 50% of \$150 per sq ft even if real cost is higher.

V. GENERAL DISCUSSION OF THE PROJECT

Antoniello indicated that the Planning Board had given final approval on the project at the October 3 meeting. Kravitz reported that approval had been given for Phases II, III and IV and stressed that all bidding for the project needs to kept flexible since the entire project is so involved.

Redfern (NCA) gave the architect's update and presented a tentative model and aerial view drawings of the project. Updated items included:

- 1. Wetland approval for DEM is still pending and is crucial for the October 31 Champlin deadline. Mundy indicated that this would be addressed at the 10/7 meeting, since these items are requirements.**
- 2. With regard to the Historic Approval, a Master Plan was agreed upon and the final copy is pending. Three conditions that must be met include:**

- i. Archives of the existing building must be kept (photos)**
- ii. An interpretive exhibit must be incorporated into the library, depicting the historical use of the mill and property**
- iii. The Mill flooring to be used in the Senior Center is to be reused.**
- 4. A more in-depth 3-D model that will also also represents the grading/slope changes of the site is under construction by NCA . The model will be ready for the 10/26 meeting.**

VII. PREPARATION FOR UPCOMING MEETING WITH TOWN COUNCIL

The Committee suggested the presentation to the Town Council be not more than 10 to 15 minutes long and should include an update on the current status of the project and a summary of the current cost estimate and revenue sources. The focus of the presentation will be to request additional funding for the project which will now incur exorbitant site development costs. These costs were not included in the original plans since the site was previously an undeveloped one, not one that needed rehab, clean up and demolition. These costs are also the prelude to the project in it's entirety, and are not exclusive to the library project. Development of the site will progress the Town's implementation of its overall Master Plan and revitalization of the Stillwater Mill Complex, and will be required no matter what is done to the site.

Litman will open the Town Council presentation with a brief 10-15 minute up-beat and factual discussion commencing with the

evolution of the project from conception through the existing plan which will be enhanced with an expanded 3-D model and visual handouts of the revised project. Discussion will include the cost containing measures already taken to that will retain the desired appearance of the complex. Ketcham will then take over further discussion to focus on cost and provide analysis and documentation to justify the increase and how it will preserve the integrity of the Planned Complex as well as enhance Harrisville downtown. Basic justification for the additional requested funds will include:

- 1. Site preparation is required for and will lay the ground work for the entire
project.**
- 2. Funding for the project from OLIS may not be available if the project is altered and reduced beyond the existing proposal.**
- 3. The committee has researched many other avenues for funding including Champlin, EPA, Levy and private funding sources as well as OLIS.**
- 4. The proportionate costs can then be passed on to future development since the site preparation will establish and facilitate work by outside developers during later Phases of the project.**
- 5. There may be additional savings if DPW can perform some of the site work.**

Ketcham will provide documentation to support all funding sources and their impact on the overall cost of the project and a bullet list of

items that have had costs curtailed by revisions from the original project scope. The Committee will then respectfully request \$X.XX dollars to fund the balance of the project cost from Town Council.

Additional funding may be available through the Town Manager's budget, Antonello and Moran will meet with Mike Wood during the next week to discuss this possibility. The presentations overall sentiment must reflect that the project needs commitment of funds from the town in order to qualify for OLIS funds, which will be required before going to bid. Ketcham will revise the existing budget to reflect changes. Revised budget to be reviewed at next Library Committee meeting. Antonello will request revised cost estimates from Litman.

Antonello submitted for file the Stormwater Management and Drainage Report and The Memorandum of Agreement between The Town of Burrillville and The Rhode Island Historical Preservation and Heritage Commission. Moran motioned to receive the reports and Ketcham seconded the motion.

The committee agreed to meet again for on Wednesday, October 19, 2005 at 6:00 P.M. at Town Hall.

VIII. ADJOURNMENT

A motion was made by Moran and seconded by Caron to adjourn the

meeting at 7:30 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 _____

Bernadette M. Schuster, Clerk to the Committee

Approved by _____

Library Building Committee Member

Date Approved _____