

**1/11/07 LIBRARY BUILDING COMMITTEE**

**REGULAR MEETING MINUTES**

**TAKEN BY: LISA RABIDEAU**

**RECORDED BY: LISA RABIDEAU, LBC CLERK**

**MINUTES APPROVED ON: 2-28-07**

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**DATE: Thursday, January 11, 2007**

**TIME: 6:30 pm**

**PLACE: BURRILLVILLE TOWN HALL, 105 HARRISVILLE MAIN STREET, HARRISVILLE, RI**

**MEMBERS PRESENT: Victor Antoniello, David Ketcham, Robert Martel, G. Wayne Miller, James Moran**

**MEMBERS ABSENT: Christopher Blakely, Michael Magnan**

**OTHERS PRESENT: Daniel Joubert, Clerk of the Works; Tom Kravitz, Burrillville Town Planner; Sandra Mundy, JMS Librarian, Pamela Choi Redfern & Michael Abbott, Newport Collaborative, Representative from E & K Subcontractor**

**AUDIO TAPE: Started by Lisa Rabideau, LBC Clerk at 6:31 p.m.**

**CALL TO ORDER: Meeting was called to order by Victor Antoniello, Chairman, at 6:31 p.m.**

**1. PREVIOUS MINUTES**

**VOTED: To accept the minutes of the December 13, 2006 regular meeting and dispense with the reading of said minutes. MOTION BY:**

**David Ketcham SECONDED: Robert Martel THOSE VOTING FOR THE MOTION: Victor Antoniello, David Ketcham, Robert Martel, G. Wayne Miller, James Moran VOTING AGAINST: none**

## **2. UNFINISHED BUSINESS**

**NONE**

## **3. NEW BUSINESS**

**LBC-082 Discuss and take action on Library Building Committee meeting schedule.**

**Noted that LBC member David Ketcham has conflict with Thursday meetings. Wednesday nights works for all members and meeting room in basement of library is available..**

**VOTED: To move LBC Regular Meetings to the 2nd Wednesday of each month until further notice. MOTION BY: James Moran SECONDED: Robert Martel THOSE VOTING FOR THE MOTION: Victor Antoniello, David Ketcham, Robert Martel, G. Wayne Miller, James Moran VOTING AGAINST: none**

**LBC-083 Discuss and take action on request from Daniel Joubert to review and approve a letter regarding crushing material on library site.**

**Discussion as to the advantages of opening process for bids at this point. Mr. Kevin Blais, to whom letter was addressed, was in attendance and addressed committee (with approval by chair) regarding situation. After lengthy discussion, it was determined that the price quoted was a miscommunication; and that Mr. Blais, now**

**being on Town Council, would not be able to bid on the work anyway.**

**VOTED: To receive and file. MOTION BY: Robert Martel**

**SECONDED: James Moran THOSE VOTING FOR THE MOTION:  
Victor Antonello, David Ketcham, Robert Martel, G. Wayne Miller,  
James Moran VOTING AGAINST: none**

#### **4. INVOICES & EXPENSES**

**LBC-065 Discuss and take action on INVOICE # 2611092 (REVISED BY  
DAN JOUBERT) from Lincoln Environmental (dated 11/15/06) in the  
amount of \$376.63 for professional services.**

**VOTED: To pay as written above. MOTION BY: David Ketcham**

**SECONDED: James Moran THOSE VOTING FOR THE MOTION:  
Victor Antonello, David Ketcham, Robert Martel, G. Wayne Miller,  
James Moran VOTING AGAINST: none**

**LBC-084 Discuss and take action on INVOICE # 2612100 from Lincoln  
Environmental (dated 12/15/06) in the amount of \$10,589.38 for  
professional services.**

**VOTED: To pay as written above. MOTION BY: James Moran**

**SECONDED: David Ketcham THOSE VOTING FOR THE MOTION:  
Victor Antonello, David Ketcham, Robert Martel, G. Wayne Miller,  
James Moran VOTING AGAINST: none**

**LBC-085 Discuss and take action on INVOICE # 2612107 from Lincoln  
Environmental (dated 12/15/06) in the amount of \$607.73 for  
professional services.**

**VOTED: To pay as written above. MOTION BY: David Ketcham**

**SECONDED: James Moran THOSE VOTING FOR THE MOTION:**

**Victor Antoniello, David Ketcham, Robert Martel, G. Wayne Miller, James Moran VOTING AGAINST: none**

**LBC-086 Discuss and take action on INVOICE # 6723 from Newport Collaborative (dated 12/14/06) in the amount of \$8,130.60 for professional services.**

**VOTED: To pay as written above. MOTION BY: James Moran**

**SECONDED: Robert Martel THOSE VOTING FOR THE MOTION:**

**Victor Antoniello, David Ketcham, Robert Martel, G. Wayne Miller, James Moran VOTING AGAINST: none**

**LBC-087 Discuss and take action on INVOICE # 122006 from Carlson Testing (dated 12/20/06) in the amount of \$400 for "Prepayment for work to be done at western wood structures."**

**VOTED: To pay as written above. MOTION BY: David Ketcham**

**SECONDED: James Moran THOSE VOTING FOR THE MOTION:**

**Victor Antoniello, David Ketcham, Robert Martel, G. Wayne Miller, James Moran VOTING AGAINST: none**

**LBC-088 Discuss and take action on INVOICE #10 from Lisa Rabideau (dated 12/24/06) in the amount of \$262.81 for clerk services.**

**VOTED: To pay as written above. MOTION BY: James Moran**

**SECONDED: Wayne Miller THOSE VOTING FOR THE MOTION:**

**Victor Antoniello, David Ketcham, Robert Martel, G. Wayne Miller, James Moran VOTING AGAINST: none**

**LBC-089 Discuss and take action on INVOICE #11 from Lisa Rabideau (dated 1/7/07) in the amount of \$424.73 for clerk services.**

**VOTED: To pay as written above. MOTION BY: David Ketcham**

**SECONDED: James Moran THOSE VOTING FOR THE MOTION:**

**Victor Antoniello, David Ketcham, Robert Martel, G. Wayne Miller, James Moran VOTING AGAINST: none**

**LBC-090 Discuss and take action on INVOICE #001307 from Daniel Joubert (dated 1/3/07) in the amount of \$400.19 for Clerk of the Works expenses.**

**VOTED: To pay as written above. MOTION BY: James Moran**

**SECONDED: Wayne Miller THOSE VOTING FOR THE MOTION: Victor Antoniello, David Ketcham, Robert Martel, G. Wayne Miller, James Moran VOTING AGAINST: none**

**LBC-091 Discuss and take action on EXPENSE REIMBURSEMENT to Town of Burrillville (dated 1/11/07) in the amount of \$19,065.42 for the LBC share of Bond Issuance Costs.**

**VOTED: To pay as written above. MOTION BY: David Ketcham**

**SECONDED: James Moran THOSE VOTING FOR THE MOTION: Victor Antoniello, David Ketcham, Robert Martel, G. Wayne Miller, James Moran VOTING AGAINST: none**

## **5. CHANGE ORDERS**

**LBC-055 Discuss and take action on Change Request #3: from E. W. Burman (dated 8/28/06) in the amount of -\$2,173 (a credit) relative to Foundation Drains.**

**VOTED: To approve as written above. MOTION BY: Robert Martel**

**SECONDED: Wayne Miller THOSE VOTING FOR THE MOTION: Victor Antoniello, David Ketcham, Robert Martel, G. Wayne Miller, James Moran VOTING AGAINST: none**

**LBC-080 Discuss and take action on Change Request #34 from E. W. Burman (dated 12/6/06) in the amount of \$616 relative to Application**

of vinyl graphics to project sign.

**VOTED: To REJECT as written above. MOTION BY: David Ketcham**

**SECONDED: Wayne Miller THOSE VOTING FOR THE MOTION: Victor Antoniello, David Ketcham, Robert Martel, G. Wayne Miller, James Moran VOTING AGAINST: none**

**LBC-092 Discuss and take action on Change Order #9 from Newport Collaborative (dated 1/5/07) in the amount of \$2000 relative to 3D computer model images for construction sign.**

**VOTED: To REJECT as written above. MOTION BY: James Moran**

**SECONDED: David Ketcham THOSE VOTING FOR THE MOTION: Victor Antoniello, David Ketcham, Robert Martel, G. Wayne Miller, James Moran VOTING AGAINST: none**

**LBC-093 Discuss and take action on Change Request #23 from E. W. Burman (dated 12/11/06) in the amount of -\$1500 (a credit) relative to Change in roofing material over room #125.**

**VOTED: To approve as written above. MOTION BY: James Moran**

**SECONDED: Robert Martel THOSE VOTING FOR THE MOTION: Victor Antoniello, David Ketcham, Robert Martel, G. Wayne Miller, James Moran VOTING AGAINST: none**

**LBC-094 Discuss and take action on Change Request #26-Rev1 from E. W. Burman (dated 12/11/06) in the amount of \$6,799 relative to Abatement of asbestos encountered in excavation.**

**VOTED: To approve as written above. MOTION BY: David Ketcham**

**SECONDED: James Moran THOSE VOTING FOR THE MOTION: Victor Antoniello, David Ketcham, Robert Martel, G. Wayne Miller, James Moran VOTING AGAINST: none**

**LBC-095 Discuss and take action on Change Request #31 from E. W. Burman (dated 12/28/06) in the amount of \$2,962 relative to Footing over-excavation along Ja column line.**

**VOTED: To approve as written above. MOTION BY: Robert Martel**

**SECONDED: Wayne Miller THOSE VOTING FOR THE MOTION: Victor Antonielli, David Ketcham, Robert Martel, G. Wayne Miller, James Moran VOTING AGAINST: none**

**LBC-096 Discuss and take action on Change Request #36 from E. W. Burman (dated 12/27/06) in the amount of \$4,887 relative to Trench Rock as of 12/4/06.**

**VOTED: To approve as written above. MOTION BY: James Moran**

**SECONDED: Wayne Miller THOSE VOTING FOR THE MOTION: Victor Antonielli, David Ketcham, Robert Martel, G. Wayne Miller, James Moran VOTING AGAINST: none**

**LBC-097 Discuss and take action on Change Request #37 from E. W. Burman (dated 12/27/06) in the amount of \$4,895 relative to Trench Rock as of 12/8/06.**

**Discussion on LBC-097, -098, -099, -100 taken up at this time.**

**VOTED: To approve Change Requests 37, 38, 39, 40 as they are each written here. MOTION BY: David Ketcham SECONDED: James Moran THOSE VOTING FOR THE MOTION: Victor Antonielli, David Ketcham, Robert Martel, G. Wayne Miller, James Moran VOTING AGAINST: none**

**LBC-098 Discuss and take action on Change Request #38 from E. W. Burman (dated 12/28/06) in the amount of \$2,928 relative to Trench Rock as of 12/13/06.**

**\*\*\*See vote under LBC-097\*\*\***

**LBC-099 Discuss and take action on Change Request #39 from E. W. Burman (dated 12/28/06) in the amount of \$14,936 relative to Trench Rock as of 12/20/06.**

**\*\*\*See vote under LBC-097\*\*\***

**LBC-100 Discuss and take action on Change Request #40 from E. W. Burman (dated 1/3/07) in the amount of \$10,158 relative to Trench Rock as of 12/29/06.**

**\*\*\*See vote under LBC-097\*\*\***

**LBC-101 Discuss and take action on Change Request #30 from E. W. Burman (dated 1/5/07) in the amount of \$56,056 relative to UIC Redesign. NOTE that a revised copy of this Change Request was passed out with a new amount total amount of \$38,178.**

**VOTED: To approve as written in above in REVISED change request (with corrected total of \$38,178). MOTION BY: James Moran**

**SECONDED: David Ketcham THOSE VOTING FOR THE MOTION: Victor Antonello, David Ketcham, Robert Martel, G. Wayne Miller, James Moran VOTING AGAINST: none**

## **6. REPORTS**

### **A. ARCHITECT**

**Some discussion regarding library shelving and the bidding process for same.**

### **B. CLERK OF THE WORKS**

**Clerk of the Works Weekly Site Report 12/14/06**

**Clerk of the Works Weekly Site Report 12/21/06**

**Clerk of the Works Weekly Site Report 12/28/06**

**Clerk of the Works Weekly Site Report 1/4/07**

**Accolades again for the quality of these reports.**

**VOTED: To receive and file all. MOTION BY: James Moran**

**SECONDED: David Ketcham THOSE VOTING FOR THE MOTION:**

**Victor Antonello, David Ketcham, Robert Martel, G. Wayne Miller,  
James Moran VOTING AGAINST: none**

**C. GENERAL CONTRACTOR**

**Minutes from 12/14/06**

**Minutes from 12/20/06**

**Minutes from 1/4/06**

**VOTED: To receive and file all. MOTION BY: James Moran**

**SECONDED: Wayne Miller THOSE VOTING FOR THE MOTION:**

**Victor Antonello, David Ketcham, Robert Martel, G. Wayne Miller,  
James Moran VOTING AGAINST: none**

**D. ENVIRONMENTAL CONTRACTOR NOT HERE**

**E. PLANNING DEPARTMENT**

**Questions posed on DEM permit status. Members thank Tom Kravitz  
for all of his assistance.**

**F. LIBRARY ADMINISTRATION NONE**

**G. LIBRARY FUNDRAISING COMMITTEE**

**Reminder of joint-workshop to be held on Wednesday 1/24 @ 6:30 at  
library**

**H. BUDGET UPDATE NONE**

**7. CORRESPONDENCE/COMMUNICATIONS**

**A. REQUEST(S) FOR INFORMATION TO BE RECEIVED NONE**

**B. REVIEW AND ACT ON CORRESPONDENCE/COMMUNICATIONS**

- 1) Letter (dated 12/11/06) from Keith Lang of the Champlin Foundations to Sandra Mundy including check for \$250,000 and grant-reporting instructions
- 2) Response (dated 12/29/06) from Sandra Mundy to Keith Lang of Champlin along with use-of-funds report.
- 3) Letter (dated 12/14/06) from Walter Kane to Raymond Fontaine regarding removal of material at site.
- 4) Thank you note from Louise Phaneuf and various holiday greeting cards.

**VOTED:** To receive and file all. **MOTION BY:** James Moran  
**SECONDED:** Robert Martel **THOSE VOTING FOR THE MOTION:**  
Victor Antonello, David Ketcham, Robert Martel, G. Wayne Miller,  
James Moran **VOTING AGAINST:** none

#### **8. GENERAL DISCUSSION OF PROJECT**

There was discussion of project schedule. Pamela Choi Redfern advised that she will ask Burman for an updated schedule. There was also a request from Redfern to hold special meeting to approve Contractor's Requisition #6. Members discussed the possibility of asking the Burrillville Bicentennial Committee about possibly burying their time capsule at the new library.

#### **9. THIS MEETING WAS ADJOURNED AT 8:25 PM**

**VOTED:** To adjourn. **MOTION BY:** James Moran **SECONDED:** David Ketcham  
**THOSE VOTING FOR THE MOTION:** Victor Antonello, David Ketcham, Robert Martel, G. Wayne Miller, James Moran  
**VOTING AGAINST:** none

**MINUTES**

**CERTIFIED**

**BY:**

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**Lisa Rabideau, Clerk to LBC Date**

**MINUTES**

**APPROVED:**

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**Victor Antonello, LBC Chairman Date**

**NOTES FROM COMMITTEE CLERK:**

- 1. THERE WILL BE SPECIAL MEETING HELD ON WEDNESDAY, JANUARY 17, 2007 AT 6:15 P.M. AT THE JESSE SMITH LIBRARY**
- 2. THE NEXT REGULAR MEETING IS SCHEDULED FOR WEDNESDAY, FEBRUARY 14, 2007 AT 6:30 P.M. AT THE JESSE SMITH LIBRARY**
- 3. THIS MEETING WAS AUDIO-TAPED. THE CASSETTES WILL BE FILED WITH MEETING PACKET IN THE TOWN HALL.**