

8/15/07 LIBRARY BUILDING COMMITTEE

REGULAR MEETING MINUTES

TAKEN BY: LISA RABIDEAU, LBC CLERK

MINUTES APPROVED ON September 12, 2007

DATE: Wednesday, August 15, 2007

TIME: 6:30 pm

**PLACE: OAKLAND MAPLEVILLE FIRE DEPARTMENT, 46
Oakland School Street, Oakland, RI**

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

MEMBERS ABSENT: none

**OTHERS PRESENT: Peggy Dudley, LBC Town Council Liaison; Daniel
Joubert, Clerk of the Works; Sandra Mundy, JMS Librarian; Pamela
Choi Redfern, NCA; Karen Mellor, OLIS; several other community
members**

**CALL TO ORDER: Meeting was called to order by Victor Antoniello
at 6:33 p.m.**

1. PREVIOUS MINUTES

**That the question of accepting the minutes of July 11, 2007 (regular
meeting) and the question of dispensing with the reading of said
minutes now be taken up.**

VOTED: To accept the minutes of the July 11, 2007 (regular meeting) and dispense with the reading of said minutes. MOTION BY: David Ketcham SECONDED: Christopher Blakely THOSE VOTING FOR THE MOTION: Victor Antonello, David Ketcham, Christopher Blakely, Michael Magnan, James Moran, Robert Martel, G. Wayne Miller VOTING AGAINST: none

2. UNFINISHED BUSINESS

LBC-190 Discuss and take action on Change Request #71 from E. W. Burman (dated 7/3/07) in the amount of \$6694 relative to Clearing Trees and Brush from River Side of Riverwall.

It was noted that this work could be done by another vendor at a much cheaper cost.

VOTED: To REJECT the change request as written. MOTION BY: James Moran SECONDED: David Ketcham THOSE VOTING FOR THE MOTION: Victor Antonello, David Ketcham, Christopher Blakely, Michael Magnan, James Moran, Robert Martel, G. Wayne Miller VOTING AGAINST: none

3. NEW BUSINESS

LBC-191 Discuss and take action on request from the Library Capital Campaign Committee for the LBC to form a subcommittee to work on an auction (as a joint venture with the campaign committee).

Several members of the Library Capital Campaign Committee were in attendance to discuss this item. Literature was distributed by Wendy Andrews regarding their committee's ideas and research for a dinner dance/silent auction to be held in February of 2008. The LBC

pledged support of this endeavor.

NO ACTION TAKEN

4. INVOICES & EXPENSES

LBC-192 Discuss and take action on approval of General Contractor's Requisition #13 (dated 7/31/2007) in the amount of \$710,913.50 for contractor services.

VOTED: To PAY invoice as written. MOTION BY: David Ketcham

SECONDED: James Moran THOSE VOTING FOR THE MOTION:

Victor Antonello, David Ketcham, Christopher Blakely, Michael Magnan, James Moran, Robert Martel, G. Wayne Miller VOTING

AGAINST: none

LBC-193 Discuss and take action on INVOICE # 7191 from Newport Collaborative (dated 7/15/07) in the amount of \$6560 for professional services.

VOTED: To PAY invoice as written. MOTION BY: James Moran

SECONDED: David Ketcham THOSE VOTING FOR THE MOTION:

Victor Antonello, David Ketcham, Christopher Blakely, Michael Magnan, James Moran, Robert Martel, G. Wayne Miller VOTING

AGAINST: none

LBC-194 Discuss and take action on INVOICE from Presbrey Farms (dated 7/19/07) in the amount of \$1500 for tree removal service.

VOTED: To PAY invoice as written. MOTION BY: Robert Martel

SECONDED: Wayne Miller THOSE VOTING FOR THE MOTION:

Victor Antonello, David Ketcham, Christopher Blakely, Michael Magnan, James Moran, Robert Martel, G. Wayne Miller VOTING AGAINST: none

LBC-195 Discuss and take action on INVOICE #25 from Lisa Rabideau (dated 7/22/07) in the amount of \$423.78 for clerk services.

VOTED: To PAY invoice as written. MOTION BY: James Moran

SECONDED: David Ketcham THOSE VOTING FOR THE MOTION:

Victor Antonello, David Ketcham, Christopher Blakely, Michael Magnan, James Moran, Robert Martel, G. Wayne Miller VOTING AGAINST: none

LBC-196 Discuss and take action on INVOICE #26 from Lisa Rabideau (dated 8/5/07) in the amount of \$273.63 for clerk services.

VOTED: To PAY invoice as written. MOTION BY: James Moran

SECONDED: David Ketcham THOSE VOTING FOR THE MOTION:

Victor Antonello, David Ketcham, Christopher Blakely, Michael Magnan, James Moran, Robert Martel, G. Wayne Miller VOTING AGAINST: none

LBC-197 Discuss and take action on INVOICE #4407 from Daniel Joubert (dated 8/9/07) in the amount of \$214.22 for Clerk of the Works monthly expenses.

VOTED: To PAY invoice as written. MOTION BY: James Moran

SECONDED: David Ketcham THOSE VOTING FOR THE MOTION:

Victor Antonello, David Ketcham, Christopher Blakely, Michael Magnan, James Moran, Robert Martel, G. Wayne Miller VOTING AGAINST: none

5. CHANGE ORDERS

LBC-198 Discuss and take action on Change Request #72 from E. W. Burman (dated 7/23/07) in the amount of -\$2820 (a credit) relative to Deleting Wood Benches in Parent's Area #201B.

Pamela Choi Redfern noted that her recommendation would be to keep these benches.

**VOTED: To APPROVE change request as written. MOTION BY: James Moran
SECONDED: David Ketcham
THOSE VOTING FOR THE MOTION: Victor Antoniello, David Ketcham, Christopher Blakely, Michael Magnan, James Moran, Robert Martel, G. Wayne Miller
VOTING AGAINST: none**

LBC-199 Discuss and take action on Change Request #73 from E. W. Burman (dated 7/23/07) in the amount of \$1938 relative to Site Modifications to Landscape Area Adjacent East Avenue.

Victor Antoniello noted that this change request is the completion of other items in this area that LBC has already approved.

**VOTED: To APPROVE change request as written. MOTION BY: James Moran
SECONDED: Wayne Miller
THOSE VOTING FOR THE MOTION: Victor Antoniello, David Ketcham, Christopher Blakely, Michael Magnan, James Moran, Robert Martel, G. Wayne Miller
VOTING AGAINST: none**

LBC-200 Discuss and take action on Change Request #75 from E. W. Burman (dated 8/1/07) in the amount of \$1905 relative to Trash Bin Enclosure.

It was discussed that this item should be resubmitted with a gate included in the cost.

VOTED: To TABLE to September meeting. **MOTION BY:** David Ketcham
SECONDED: Wayne Miller **THOSE VOTING FOR THE MOTION:** Victor Antoniello, David Ketcham, Christopher Blakely, Michael Magnan, James Moran, Robert Martel, G. Wayne Miller
VOTING AGAINST: none

6. REPORTS

A. ARCHITECT NOTHING TO REPORT

B. CLERK OF THE WORKS

Clerk of the Works Weekly Site Report 7/12/07

Clerk of the Works Weekly Site Report 7/19/07

Clerk of the Works Weekly Site Report 8/9/07

VOTED: To RECEIVE AND FILE all. **MOTION BY:** James Moran
SECONDED: Wayne Miller **THOSE VOTING FOR THE MOTION:** Victor Antoniello, David Ketcham, Christopher Blakely, Michael Magnan, James Moran, Robert Martel, G. Wayne Miller **VOTING AGAINST:** none

C. GENERAL CONTRACTOR

Minutes from 7/6/07

Minutes from 7/12/07

Minutes from 7/20/07

Minutes from 7/27/07

VOTED: To RECEIVE AND FILE all. **MOTION BY:** James Moran
SECONDED: Robert Martel **THOSE VOTING FOR THE MOTION:** Victor Antoniello, David Ketcham, Christopher Blakely, Michael Magnan, James Moran, Robert Martel, G. Wayne Miller **VOTING**

AGAINST: none

D. ENVIRONMENTAL CONTRACTOR

Dan Joubert notes that test wells are all in place.

E. PLANNING DEPARTMENT NOT HERE

F. LIBRARY ADMINISTRATION

Sandra Mundy & Wayne Miller note that there was a meeting last week regarding transition and staffing issues.

G. LIBRARY FUNDRAISING COMMITTEE NOT HERE

H. BUDGET UPDATE (as of 7/27/07)

Copy of budget updated on 8/14 was distributed. David Ketcham notes that he is in the process of modifying the budget format. He also notes that he will be making a budget presentation to the Town Council at their next meeting. It was also noted that a payment of \$125,000 could be coming from the clock tower developer by the end of September.

7. CORRESPONDENCE/COMMUNICATIONS

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

B. REVIEW AND ACT ON CORRESPONDENCE/COMMUNICATIONS

1) Letter (dated July 12, 2007) from Victor Antonello to Pamela Choi Redfern requesting NCA attendance at each LBC meeting.

2) Letter (dated July 11, 2007) from Pamela Choi Redfern to Victor Antonello regarding Book Stack Shelving Bid Process.

VOTED: To RECEIVE AND FILE all. MOTION BY: David Ketcham

SECONDED: James Moran THOSE VOTING FOR THE MOTION:

Victor Antonello, David Ketcham, Christopher Blakely, Michael

Magnan, James Moran, Robert Martel, G. Wayne Miller VOTING

AGAINST: none

8. GENERAL DISCUSSION OF PROJECT

- **Victor Antonello notes that the shelving bids were opened today and only one bid was received. A special meeting is needed to award the shelving contract as soon as possible.**
- **Dan Joubert advises that the furniture specs are ready to go out to bid.**
- **Wayne Miller advises that it is time to think about putting out a press release to publicly announce the updated building completion schedule.**
- **Victor Antonello notes that the Town Council should be invited for a tour of the site.**
- **Dan Joubert advises that all utilities are in.**

9. THIS MEETING WAS ADJOURNED AT 7:45 PM

VOTED: To ADJOURN. MOTION BY: James Moran SECONDED: David Ketcham THOSE VOTING FOR THE MOTION: Victor Antonello, David Ketcham, Christopher Blakely, Michael Magnan, James Moran, Robert Martel VOTING AGAINST: none (note that Wayne Miller was away from meeting table for this vote)

MINUTES

CERTIFIED

BY:

Lisa Rabideau, Clerk to LBC Date

MINUTES

APPROVED:

Victor Antonello, LBC Chairman Date

NOTES FROM COMMITTEE CLERK:

1. THERE WILL BE A SPECIAL MEETING HELD ON MONDAY, AUGUST 20, 2007 AT 6:30 P.M. AT THE JESSE M. SMITH MEMORIAL LIBRARY

2. THE NEXT REGULAR MEETING IS SCHEDULED FOR WEDNESDAY, SEPTEMBER 12, 2007 AT 6:30 P.M. AT THE OAKLAND MAPLEVILLE FIRE DEPARTMENT