

MEETING MINUTES

Project: **Lee Public Library**

Meeting Number: 01

Date: February 12, 2021

Location: Zoom web meeting

NEXT MEETING SCHEDULED: March 19th, 2021

Future Meetings: T.B.D.

Present:

Annie Gasowski Chair, Katrinka Pellecchia
Vice Chair, Tom Coakley, Peg Dolan,
Ruth Eifert Library Director

Jason LaCombe, Anthony Mento (SMP)
Brian Gehris (MEC)

Not Present:

Deborah Schanda

New Business:

Action:

- | | | |
|-----|---|---------------------|
| 1.1 | Annie noted the meeting with the Selectboard went well. | LPL |
| | <ul style="list-style-type: none"> Two deliberative sessions were held. Warrant article requires a simple majority, voting March 9th. Board approved GSI proposal for geotechnical services – Annie to notify GSI and Town to sign agreement. Annie to notify the other firms who were not chosen. Katrinka stated that Trustees should receive multiple proposals for all future contracts. Town Administrator provided comments on Milestone contract. Frank Lemay (Milestone) responded to Ms. Glover, Brian believed many of the listed items had been reviewed previously and corrected in the most recent draft. | |
| 1.2 | Katrinka requested a cost of the meeting room bay window bump out. This element will be a donation opportunity. SMP will work with Milestone and provide. | SMP/
MEC |
| 1.3 | Currently the Library has a single proposal for Civil Engineering services from Jones & Beach a firm recommended by the town. SMP will reach out to an additional civil engineer for a proposal. Needed by March 18 th for the next Selectboard meeting. | SMP |
| 1.4 | SMP provided Conceptual Design & Construction Schedule. Team walked through each item, discussing the stages. | NONE |
| 1.5 | Team reviewed the Total Project Budget, last updated January 5 th 2021. Katrinka reminded all that the fundraising effort is ongoing and every possible penny must be conserved. The group discussed how much has already been removed from the projects scope while achieving the goals, renovating the interior and adding a lift. | SMP |