

Thomas Memorial Library Building Committee
DRAFT.Minutes June 19, 2014

In Attendance: Frank Governali, Jeff Shedd, Molly MacAuslan, Jay Scherma, Kate Williams-Hewitt, Martha Palmer, Greg Marles.

Call to order: 1:05PM

1. **Approval of Meeting Minutes: June 12, 2014** – Will occur at next meeting.
2. **Transition Team:** (Jay) Meeting afternoon June 19 with key players to work towards details to use the Spurwink building for transition space.
3. **Input & Outreach:** Martha. With Family Fun Day canceled can we create another event that will bring people together and provide some information to the public? Strawberry Festival coming up. Requesting that the Trustees initiate the process of creating a public event. Will try to use Pond Cove distribution list as well as Community Services to get attention to young parents.
 - Facebook Page – Mary Townsend has volunteered to create it and maintain it. Will consider how
 - Strawberry Festival – LBC is sharing a tent and table with Centennial Committee, and Historical Society.
4. **Budget:** Frank/Molly. On budget given the most recent estimates. Original budget included about \$3.4 m construction + soft costs of \$340,000. In the Zachau estimate items provided by owner include: \$30,000 for environmental abatement; (no generator planned); rock removal not included; floor waxing & sealing will be done on operating maintenance budget; temporary facilities; utilities will be deployed on permanent basis for Spurwink building; temporary utilities service will be in maintenance operating budget; temporary utility installation will be in construction budget of around \$10,000. Will have mats for inclement weather will be covered in operating budget. Builders Risk carried through the project budget; Building permit fees waived except required fees to the state; Commissioning is not expected to be needed – testing & balancing is in the contractor's estimate.
5. **Naming Opportunities/Foundation/Capital Campaign:** Frank – (find out what the engraving cost of each step is); continue to discuss the appropriate donation level for each step and whether the bottom step can be used depending on visibility. Need to determine the appropriate distribution of naming locations by dollar amount of donations; Reconsider the appropriate donation level for the outdoor planting roof and the lower gallery. Decided that aquarium should not be included in the plan as the ongoing operating costs will be too high. Add Flag pole to possible naming locations.
6. **Review of Planning Board Site Plan Hearing:** Molly. Planning Board meeting went well; submission deemed complete. Meets all of the town requirements.
7. **Confirmation of proposed future meeting dates:** Frank. Reviewed proposed new dates. They will be posted on the town website.
8. Next Meeting Date: Thursday, June 26, 2014 @ 4:00 pm (TML, Maine Room)

Adjournment 2:53PM