

Library Renovation Committee
Special Meeting Minutes - July 23, 2019

Attending: Bruce Anderson, Joseph Manley, Eric Schoenfeld, Louise Manteuffel

Others in attendance: Project Manager Tom Carey, Library Board Chairman Jane Manley, Warren First Selectman Craig Nelson

Meeting called to order at 4:35pm.

1. **Minutes** of 7/9/2019 accepted as amended (removing reference to fireproof book-drop box, which is not a requirement of the renovation project) (Bruce/Joe).
2. **Review Construction Drawings:** The committee, along with First Selectman Nelson, reviewed the preliminary set of construction drawings from architect Greg Grew, and made a number of changes, including removing a door near the women's bathroom, adding a screen between the urinal and sink in the men's bathroom, adding gutters to the roof over the new ADA compatible entryway, etc. Tom Carey captured all the changes and also provided us with his recommendations for restroom finishes and plumbing fixtures. Motion was made (Eric/Joe) to send the drawings back to the architect with all our required changes, so he can work on completing the final construction drawings. All approved.
3. **ADA bid package:** Once we have the final construction drawings in hand, Tom C. can put together the official Request for Bid package. That is the next critical step in the renovation process.
4. **HVAC bid package.** We will remove the electrical portion from the scope of service and the town will re-post the HVAC bid package, hopefully during the first week of August. The bid package will remain up for 30 days. At least three contractors have indicated they will bid on the project when we re-post the amended bid package.

Meeting adjourned (motion by Eric/Bruce) at 5:43pm

Next regular meeting: **Tuesday, August 13th at 5pm** at the library

--Submitted by Eric Schoenfeld