

Minutes of  
Boyden Library Board of Trustees / Permanent Municipal & School Building Committee  
Joint Meeting  
Wednesday, July 17, 2013

7:00pm Welcome and call to order Kevin Penders.  
Attendees – Trustees: Kevin Penders, Tom Magee, Fran Spillane, Ellen Pillsbury, Joe Lally and Sue Burlone; PMSBC: Bill Yukna, Mike O’Leary, Bill Kass and Steve Sloan; LLB: R. Drayton Fair and Julie Jancewicz; STV Construction, Inc.: Evan Warner; Advisory Committee: Kevin Powers; Library Building Committee: Janet Pineault; Library Director Jerry Cirillo.

Minutes The minutes of the June 19, 2013 meeting were reviewed. Kevin Penders made a motion to approve; Sue Burlone seconded, approved 4-0.

STV Construction Progress Report

Evan Warner reviewed the July 17, 2013 Project Updates. A copy is attached to these minutes. The following items were reviewed:

- Schedule – There are a few items that need to be addressed in order to obtain the Certificate for Occupancy, which we hope to obtain by the end of this week or the beginning of next week in order to open to the public on Monday, July 22.  
There is a meeting scheduled with Attorney Pat Costello on Wednesday, July 24 to prepare for a meeting with TLT on July 31. Janet Pineault will act as proxy for the Library Board of Trustees at the meeting. Kevin Penders made a motion to authorize Bill Yukna to negotiate with TLT on behalf of the joint parties here tonight to resolve all issues during discussions with TLT and the attorneys; Fran Spillane seconded; all agreed 6-0.
- Past Activities – Evan Warner reviewed the construction activities undertaken in June. A report on these activities is appended to the minutes.
- July Activities – Evan Warner and Julie Jancewicz discussed the planned activities for July 2013. There was a lengthy discussion on the completion of the electrical issues. The full report is appended to, and incorporated into, these minutes.
- Project Budget – Evan Warner reviewed the figures and feels the budget is in reasonable shape. The STV Budget Summary (updated 6/30/13) is appended to the minutes.
- Change Summary – The Proposed Changes Log was reviewed and is appended to the minutes.

LLB Comments/Reports

Drayton Fair briefly discussed the schedule for the installation of the signage.

Construction Changes for Approval

Evan Warner and Julie Jancewicz reviewed the CCDs for approval. After the discussion, Kevin Penders made a motion to approve CCD #37R.1, #39R, #42R, #45R, #53R.1 and #62 with a total amount of \$22,443.61; Tom Magee seconded; all approved 6-0.

Proposal for Approval

A proposal for Fenestration Field Testing, dated 6/6/13, was submitted for approval. After discussing the proposal, Kevin Penders made a motion to approve the proposal in the amount of \$13,000.00; Tom Magee seconded; all agreed 6-0.

Invoices for Approval

- STV Construction, Inc., Invoice #30, #90002752, dated 7/8/13, in the amount of \$11,292.00 was reviewed. PMSBC also reviewed and recommended for payment.
- TLT Construction Corp., Requisition #18, dated 6/30/13, in the amount of \$63,040.65 was reviewed. STV and LLB reviewed and recommend approving.

- LLB Architects, Invoice #26-1024, dated 7/12/13, in the amount of \$18,157.20 was reviewed.
- LLB Architects, Invoice #27-1024 Add Service - Signage, dated 7/12/13, in the amount of \$22,265.82 was reviewed.
- Louison, Costello, Condon & PFAFF, LLP, dated 7/7/13, in the amount of \$832.50 was reviewed.
- Gelerman and Cabral, LLC, Invoice #18761, dated 6/28/13, in the amount of \$536.50 was reviewed.
- FTG Technologies, Quote #557163, dated 5/28/13, in the amount of \$13,210.74 was reviewed.
- FTG Technologies, Quote #557358, dated 7/1/13, in the amount of \$5,704.80 was reviewed.
- Tree Tech, Invoice #90529, dated 7/1/13, in the amount of \$180.00 was reviewed.
- Verizon, dated 6/20/13, in the amount of \$123.94 was reviewed.
- Florida Library Designs, Invoice #5799, dated 7/2/13, in the amount of \$25,783.00 was reviewed.
- Building Enclosure Associates LLC, Invoice #82600, dated 7/17/13, in the amount of \$10,000.00 was reviewed.

Kevin Penders made a motion to approve the above mentioned invoices, Tom Magee seconded; all agreed 6-0.

8:08 pm Fran Spillane made a motion to adjourn; Tom Magee seconded; all agreed.

Respectfully submitted,  
Deborah J. Volpini