

1. Call to Order & Seating of Members

The Chester Library Building Committee held a Special Meeting on Wednesday, August 13, 2014, at the Chester Town Hall, 203 Middlesex Avenue, Chester, Connecticut. In attendance were Denny Tovey, Terry Schreiber, Linda Fox, Peter Harding, Doreen Joslow, Pat Holloway, Ed Meehan, Richard Harrall and Chuck Mueller. Absent were Bob Gorman, Matt Sanders and Lois Nadel. Others present included Drayton Fair, Kathy Bartels and Julie Jancewicz. Chairman Tovey called the meeting to order at 6:00 PM.

2. Approval of Previous Minutes

Motion by Harrall, second by Schreiber, to approve July 30, 2014 Minutes as written. Unanimously approved with Mueller, Joslow and Harding abstaining. Motion Carried.

3. Review of Architectural Floor Plans

Drayton Fair noted they had two versions of the architectural plans. He noted they were just under 7500 square feet by the program chart. They studied the program, worked with Library staff and came up with 7,475 square feet including 25% factor for non-program space. Dick Harrall asked if its possible to get an exact figure for the unassigned space. Fair replied yes, once they have an approved plan. He explained they used 25% because that is what is used in the Grant application.

Drayton reviewed in detail what was on the lower level of the first version. He noted security consisted of a couple of sliding glass doors that could be closed in the evening so the toilets and lobby could be used after hours when programming is available.

Drayton reviewed in detail what was on the upper level of the first version including an emergency egress. He noted the program room was 996 square feet. The height between the floors is 12 ½ feet.

Drayton noted grading hasn't been worked on yet. There was discussion regarding the windows.

Chairman Tovey noted he felt this was a very nice design. From the circulation desk, there was a clear view looking up to the program room.

This version comes in at 8,047 total square feet. The mechanical spaces haven't been figured out yet.

Drayton Fair reviewed the second version in detail pointing out the differences in the two versions. The square footage changes slightly

with the second version being just under 8,000 square feet. The location of the circulation desk and Library Director's Office were reviewed.

There was discussion as to whether to switch the Children's Room (1,100 square feet) with the Adult Room (1,600 square feet). Drayton noted anything could be moved around if necessary.

Chuck Mueller noted the point of this exercise is to arrive at something that is reasonable and plausible and won't get too much negative attention. The actual design beyond the conceptual level is still months and months ahead.

Drayton Fair noted the building is fairly close to the setback line with the corner being just off the setback line off Main Street. He reviewed aligning the building with Main Street and the Gazebo. Grading and egress were reviewed. It was noted the site plan was conceptual and didn't need to show grading for the Grant application. Ed Meehan noted Mike Cegan is willing to take whatever footprint the Building Committee approves and put it on the Master Plan for North Quarter Park.

Drayton noted he met with the cost estimators today and expects some more information back from them next week. He asked how much of the site work should be included in the cost estimate. Should parking and the access drive be included in the cost estimate? Ed Meehan suggested the parking lot, the entrance way and the Library should be included in the Grant application. There was discussion as to how many parking spaces were needed for the Library.

Chairman Tovey assured everyone the Committee will have a cost estimate before bring this to the public. Right now the Committee must address the plan and give direction on which version it likes.

Doreen Joslow suggested flipping the building to enhance the view.

There was much discussion regarding the two versions of the plan as presented.

Ed Meehan noted every inch of the building is handicap accessible. He also like the idea of the glass and the lobby size.

Motion by Schreiber, second by Harding, to accept Version 1 as presented. Unanimously Approved. Motion Carried.

Chairman Tovey discussed the upcoming schedule. Drayton noted the

cost estimate should be ready by next Wednesday and the plans should be tweaked at that time. He also noted by the time this goes to the Board of Selectmen on August 26th, there will be rendered floor plans.

There was discussion about meeting on August 20th to review the grant application. Chairman Tovey suggested this be a subcommittee consisting of Tovey, Fox, Holloway and Meehan. He welcomed other members to attend if they wish.

Chairman Tovey noted there will be another Building Committee meeting in September (date to be determined) to discuss fund raising, next steps, naming the Library, marketing, etc.

There was a brief discussion about what will be included in the cost estimate as well as type of materials.

Linda Fox confirmed for the Grant application this is being designed to LEED specifications, but not for LEED Certification.

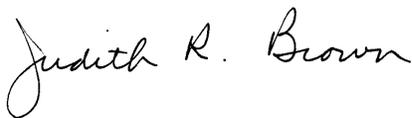
Chairman Tovey reiterated there will be a subcommittee meeting on 8/20 to review the Grant application. The Board of Selectmen will meet on 8/26 to approve the Grant application. Chairman will advise of the date in September for the next Committee meeting.

4. Audience of Citizens - none.

5. Adjournment

**Motion by Schreiber, second by Joslow, to adjourn at 7:10 PM.
Unanimously Approved. Motion Carried.**

Respectfully submitted,



Judith R. Brown, Recording Secretary