

1. Call to Order

The Chester Library Building Committee held a special meeting on Thursday, June 5, 2014, at the Chester Town Hall, 203 Middlesex Avenue, Chester, Connecticut. In attendance were Denny Tovey, Chuck Mueller, Terry Schreiber, Dick Harrall, Lois Nadel, Peter Hardy, Pat Holloway and Linda Fox. First Selectman Ed Meehan was also present. Chairman Tovey called the meeting to order at 7:00 PM.

2. Approval of Previous Minutes

Minutes of previous meetings were tabled until the next meeting.

3. Review and shortlisting of architectural firms

Chairman Tovey noted 7 submittals were received. Members reviewed the submittals. Motion was made and seconded to shortlist Drumme Rosane Andersen Architects, Lerner Ladds Bartels Architects and Tecton Architects. Chairman Tovey will prepare letters to the shortlisted firms advising them they have been selected and will be interviewed on June 18th. He will also prepare letters to the other firms thanking them for their interest and submissions.

4. Review of interview questions for shortlisted architectural firms

5. Review of meeting times; protocol

The Committee decided each presentation should be about 30 minutes, questions can be asked for about 15 minutes and the Committee can then talk amongst themselves for about 15 minutes before the next interview. Interviews will be at 6:00 PM, 7:00 PM and 8:00 PM.

6. New Business

First Selectman Meehan gave a status update from the North Quarter Park Master Plan Committee. He reviewed 3 preliminary concepts that include location of building, parking and access to the site. There was discussion regarding coordination between the two committees. He encouraged Library Building Committee members to attend the NQPMPC meetings. First Selectman Meehan noted the function of the NQPMPC is the location of the building, not the design of the building itself. Discussion ensued regarding size of building and the grant application.

7. Adjournment

There being no further business, the meeting adjourned at 8:15 PM.

Respectfully submitted,



Judith R. Brown, Recording Secretary