



DRAFT MINUTES
New Library and Town Center Project
Steering Committee Meeting
May 25, 2018

Pierson Library Conference Room, 5376 Shelburne Road, Shelburne, Vermont

In Attendance

Steering Committee: Cathy Townsend (chair), Alice Winn, Ann Smallwood, Ruth Hagerman (phone), Lee Krohn, Kevin Unrath (minutes).

VIA: Andrea Murray

Neagley and Chase: Andrew Martin, Rob Higgins

Al DiPietro (Clerk of the Works)

Public: None

1. Call to Order at 10:03

2. *Consider Approval of Agenda
Approved unanimously

3. *Consider Approval of Meeting Minutes of May 11, 2018
Approved unanimously

4. Public Comments
None

5. Jerry Storey approved unanimously as a new member of the NL&TCP Steering Committee

6. Motion: "if a member of the committee misses three consecutive meetings they shall be removed from the committee and a new member shall be appointed in their place, unless a leave of absence has approved."
Approved unanimously

7. Construction Committee

- DRB decision expected to have signatures by June 6th at the latest, 30 day appeal commences after decision is signed.
- Building permit can then be applied for on June 20th, with a 15 day appeal period.
- Division of Fire Safety Permit application can be made mid-June, with a 30 day turnaround expected.
- Can start demolition/site work early, but GMP not finalized until July 20th.
- Concrete and site bids out, real numbers coming in on those soon.
- August 1st move date anticipated, with possibility of earlier move depending on schedule.

8. Design Committee

- Furniture RFQ out.

9. Temporary Library Committee

- Conditional use/site plan review for FH on DRB schedule for June 6.
- Town staff will be asked to help one day of the move week.
- Plan to close for 3-5 days during move.

10. Other Business

Please include Cathy in emails so she can follow/distribute information as needed.
When replying, use BCC to avoid having a public discussion via email.

11 Meeting adjourn at 11:17

Passed Unanimously