

Capital Projects Committee Meeting

Date: September 22, 2014 @ 8:00am

Project: Eastham Public Library
P3 JN: 1209.00

- **Sheila Vanderhoef, Town Administrator**
- **Aimee Eckman, Finance Committee**
- **Elizabeth Gawron, Board of Selectmen**
- Deb DeJonker-Berry, Eastham Library
- Library Trustee – Sharron Krause
- Library Trustee – Dave Payor
- Library Trustee – Mary Shaw
- Library Trustee – Norma Marcelino
- OPM – Daniel Pallotta, P3
- OPM – Robert Todisco, P3

The following transpired:

9.22.1	<p>Temporary Library Trailers @ the Town Hall & Moving Update:</p> <ol style="list-style-type: none"> 1. Farrell Electric is on site today to connect building to power 2. Waterline location being identified today. Excavation will be done by Farrell Electric 3. Second bathroom will be hooked up by Kalinowski Mechanical. Permit will be pulled. 4. Health department will review septic installation for approval. Coordination will be done by the Highway Dep. 5. Move from Library to Trailers will be on September 25th and 26th if needed 6. Final sale of library surplus Saturday September 28th.
9.22.2	<p>Construction Schedule Update:</p> <ol style="list-style-type: none"> 1. P3 is hosting a Pre-Construction kick off meeting tomorrow morning with Nauset Construction & Oudens Ello Architecture to review project logistics, procedures and progress. 2. P3 will attend a LEED kick off meeting Tuesday September 30th to review project logistics, procedures and progress. 3. Nauset Construction will pull building permit. No action is needed by CPC. 4. Testing Reports and Inspections via the Building Department will be coordinated between the Building Inspector, Nauset Construction & P3.

9.22.3	<p>Misc. Discussion Points:</p> <ol style="list-style-type: none"> 1. Funds to be received by the Community Preservation accounts will be coordinated by the Town Accountant's office. 2. Copy of the permit will be provided to MBLC for 3rd payment release. 3. Methods of Construction/Demolition on the Historical building will be at the discretion of the Contractor. Per MGL neither the architect nor owner can direct the Contractor(s) on Methods and Means. 4. P3 will assist in the purchase and delivery of shelf strapping for Diamond Relocation to install during the move on the 25th 5. P3 will assist in the purchase, delivery and installation of the MOVING Banner to be located at the library building this week. 6. Town will consider additional provisions to be made for fire alarm safety in the temporary trailers.
9.22.4	<p>Meeting Adjourn: Meeting adjourned at 8:40am</p> <p>Next meeting date: October 6, 2014 @ 8:00am</p>

These minutes have been reported as understood by the writer. Should you note any inaccuracies or omissions, please notify this office promptly.