

Capital Projects Committee Meeting

Date: January 22, 2016 @ 8:00am

Project: Eastham Public Library

P3 JN: 1209.00

- **Sheila Vanderhoef, Town Admin.**
- **Aimee Eckman, Finance Committee**
- **Elizabeth Gawron, Board of Selectmen**
- Deb DeJonker-Berry, Eastham Library
- Jacqui Beebe, Asst. Town Admin.
- Library Trustee - Dave Payor
- Library Trustee – Mary Shaw
- Library Trustee – Norma Marcellino
-

The following transpired:

2.22.1	Prior Meeting Minutes Review:
2.22.2	Construction Update: <ol style="list-style-type: none"> 1. Dan reviewed the latest LEED analysis stating that we will definitely achieve Gold. 2. P3 reviewed the PCO log, schedule and budget. There will be 3 change orders to approve at the next meeting (#24 Picture Rails-\$3,825; #25-Security/IT cabling \$16,916; #26 Conduit for camera-\$652). The change orders are still at 1% or less of the total project. 3. Dan discussed the schedule and believes the library will begin moving in on May 1 4. Sheila is reviewing the insurance costs of the new library and asked Dan for an estimate of operating expenses (heat, light and cleaning). Deb will pursue a quote for landscaping 5. Dan will go forward on submitting an application for a variance with the Massachusetts Dept. of Public Safety in order to open the library earlier and without fire suppression until municipal water is available in late October. Based on their decision, Town Staff, the Trustees and CPC will then ask the Board of Selectmen to approve the recommendation. Dan anticipates the cost will be \$80,000. 6. Dan will schedule a tour for the Selectmen and Finance Committee for March 2nd at 4:30
2.22.3	Meeting Adjourn: Next meeting date: March 2 nd at 8 AM These minutes have been reported as understood by the writer. Should you note any inaccuracies or omissions, please notify this office promptly

P³

P R O J E C T P L A N N I N G P R O F E S S I O N A L S