

### Capital Projects Committee Meeting

**Date:** May 16, 2016 @ 8:00am

**Project:** Eastham Public Library

**P3 JN:** 1209.00

- Sheila Vanderhoef, Town Admin.
- Aimee Eckman, Finance Committee
- Elizabeth Gawron, Board of Selectmen
- Library Trustee - Dave Payor
- Library Trustee – Mary Shaw
- Library Trustee – Sharon Krause
- Deb DeJonker-Berry, Eastham Library
- Jacqui Beebe, Asst. Town Admin.
- Kent Farrenkopf, Fire Chief
- Dan Palotta, Project Manager, P3
- Mimi Ace
- Debbie Abbott

The following transpired:

5.16.1	<p><b>Prior Meeting Minutes Review:</b></p> <p>The minutes for April 4, 2016 AE(m), EG (2<sup>nd</sup>) and April 11, 2016 EG(m), SV (2<sup>nd</sup>) were approved</p>
5.16.2	<p><b>Construction Update:</b></p> <ol style="list-style-type: none"> <li>1. Dan gave a construction update. All the maple is finished, 2 coats of urethane are on the maple floors, fire alarm system and beam detector are being installed, final inspections are beginning to be scheduled for all trades. The architect is developing a rough punch list. Furniture and book deliveries are scheduled.</li> <li>2. We are waiting for the water test results. The budget for the water and tanks in the building are coming in around \$75,000. The Fire Chief recommends using the quote from Adler Tank Rentals instead of Aqualines. The Adler quote is \$4,580. The recommendation includes an additional estimate of \$504 for the cost to fill the tank by Fire Department labor. CPC agreed to go forward with the Adler quote.</li> <li>3. The PCO log was reviewed. Change orders #37-42 were approved EG (m), AE (2<sup>nd</sup>)</li> <li>4. The dual band radio system was discussed. The cost for the 700/800mhz unit is \$9,200.</li> </ol>
5.16.3	<p><b>Meeting Adjourn:</b></p> <p>Next meeting date: to be decided to include the Treasurer and Accountant in order to discuss short-term borrowing and the LEED grant from MBLC</p> <p>These minutes have been reported as understood by the writer. Should you note any inaccuracies or omissions, please notify this office promptly</p>