

Capital Projects Committee Meeting

Date: May 25, 2016 @ 8:00am

Project: Eastham Public Library

P3 JN: 1209.00

- **Sheila Vanderhoef, Town Admin.** Library Trustee - Dave Payor
- **Aimee Eckman, Finance Committee** • Library Trustee – Mary Shaw
- **Elizabeth Gawron, Board of Selectmen** •
- Deb DeJonker-Berry, Eastham Library
- Jacqui Beebe, Asst. Town Admin.
- Diane Rommelmeyer, Town Accountant
- Joan Plante, Treasurer
- Dan Palotta, Project Manager, P3
- Mimi Ace
- Debbie Abbott
- Al Alfano

The following transpired:

5.25.1	<p>Prior Meeting Minutes Review: The minutes for May 16, 2016 were approved</p>
5.25.2	<p>Construction Update:</p> <ol style="list-style-type: none"> 1. Diane Rommelmeyer and Dan Palotta reviewed the project budget with the group discussing how each tracks expenses and project funds. Joan Plante discussed a spreadsheet outlining the Library Special Account balances. Short-term borrowing was discussed in anticipation of the last MBLC grant payment. Questions concerning LEED and rebate funds were discussed. 2. Dan distributed a plan and budget for water filtration.
5.25.3	<p>Meeting Adjourn: Next meeting date: to be decided</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>