

Capital Projects Committee Meeting

Date: August 18, 2016 @ 10:00am

Project: Eastham Public Library

P3 JN: 1209.00

- **Sheila Vanderhoef, Town Admin.**
- **Aimee Eckman, Finance Committee**
- **Library Trustee - Dave Payor**
- **Library Trustee – Mary Shaw**
- **Library Trustee – Sharon Krause**
- **Dan Palotta, Project Manager, P3**
- **Mimi Ace**
- **Deb DeJonker-Berry, Eastham Library**
- **Jacqui Beebe, Asst. Town Admin.**

The following transpired:

8.18.1	<p>Prior Meeting Minutes Review:</p> <p>July 25 and August 15 minutes were approved (AE m ; SV 2nd)</p>
8.18.2	<p>Construction Update:</p> <ol style="list-style-type: none"> 1. The completed punch list will be sent tomorrow. 2. There is concern about installing the fence because of septic excavation so will wait until the Board of Health meeting. The fence is inside the lot line (the property line is in the woods). The fence will run exactly parallel to the section already on the corner of the fence. 3. Tucker will not build the circ desks because of time and cost. Nauset will have the desks built as a change order () for \$57,000 instead. We should have both desks by October 22nd 4. Pond clearing and grass: We will proceed with the \$1,800 proposal from Ponderosa to produce a plan to present to Conservation. Most of the standing trees are black locust and Norway maple, and the huge pine by the building is a concern. The field grass in the present plan will grow to 18 in. tall and flower which will be a tick magnet. This grass should be mowed several times each year. There is concern about this grass growing right up to the windows. Harmony grass is suggested instead. 5. The list of questions from last Saturday's Trustees meeting was discussed: The two memorial benches will be placed on the front. Sheila is working on staffing and cleaning which will be ready when the library opens. The building is complicated because of the glass. Cleaning services were costly. The budget had built in 3 hours per night for the library, but we may need more. The energy budget is in the municipal buildings budget. We will get a quote from Galaxy for the conduit from the electrical room.

8.18.3	<p>Meeting Adjourn:</p> <p>Next meeting date: September 6 at 8 AM</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>
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