

Capital Projects Committee Meeting

Date: September 6, 2016 @ 10:00am

Project: Eastham Public Library

P3 JN: 1209.00

- **Sheila Vanderhoef, Town Admin.**
- **Aimee Eckman, Finance Committee**
- **Elizabeth Gawron, Selectman**
- Deb DeJonker-Berry, Eastham Library
- Jacqui Beebe, Asst. Town Admin.
- Library Trustee - Dave Payor
- Library Trustee – Mary Shaw
- Library Trustee – Sharon Krause
- Library Trustee - Norma Marcellino
- Mimi Ace
- Al Al Fano
- Nancy Eisenbarth

Dan Palotta, Project Manager, P3

The following transpired:

09.06.1	Prior Meeting Minutes Review:
09.06.2	Construction Update: <ol style="list-style-type: none"> 1. Septic: The Board of Health approved the plans which will include changing the plans from a 1500 gal tank to a 2000 gal tank. It will take 2 weeks for the tank to arrive and 4 days to do the installation. The driveway work will be done when the tank arrives. All the work, including the inspection will take 4 days. The cost is \$52,000. Dan is working on the warrantee letter for the Board of Health for the retrofitted tank. 2. The parking lot radius is still being investigated but will be done at the same time. The dry well for irrigation will also be done at this time. 3. Fence: will be built this week and will be full height (6 ft) to the corner. 4. Punch list: There are really 4 punch lists: Architect's, Mechanical, Electrical and Landscaping. Nauset is at the 99% completion point. In terms of Nauset's payment, there is a 5% retainage which is \$449,959. 5. Circulation Desks: The shop drawings are underway. The adult circ desk will arrive October 15 and the children's October 22. The cost if \$62,800. 6. Municipal water is moving ahead. The landfill area and library are priorities. The last task for the water project is a business plan for DEP which is in the works. Water will be running by the end of September. Sheila will look into whether we received a credit from Nauset for the water hookup. 7. Budget: The group reviewed the budget which has been reconciled with the town accountant. Outstanding from the report are the septic and circ desks expenses and a few small change orders. 8. Pond Association: Sheila will review their agenda and respond

09.06.3	<p>Meeting Adjourn:</p> <p>Next meeting date: September 19 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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