

Capital Projects Committee Meeting

Date: September 19, 2016 @ 10:00am

Project: Eastham Public Library

P3 JN: 1209.00

- Sheila Vanderhoef, Town Admin.
- Elizabeth Gawron, Selectman
- Deb DeJonker-Berry, Eastham Library
- Library Trustee – Mary Shaw
- Library Trustee – Sharon Krause
- Library Trustee - Norma Marcellino
- Mimi Ace
- Al Alfano
- Debbie Abbott
- Mike Delvecchio, Project Manager, P3

The following transpired:

09.19.1	<p>Prior Meeting Minutes Review:</p> <p>August 1 and September 6 minutes were approved: EG (m), SV (2nd)</p>
09.19.2	<p>Construction Update:</p> <ol style="list-style-type: none"> 1. Conservation: Sheila attended the Eastham Pond Association meeting to hear concerns and to answer questions. Concerns about site management (silt barriers, hay bales) were brought up. The potential for light pollution after trimming is done alone the pond was also a concern. The group talked about long-term status of the slope leading to the pond and whether it might be stabilized using timber stairs. Changes will have to be brought before the Conservation Commission. Sheila did ask Shana Brogan, Conservation Agent, to walk the site, and there are concerns which will be addressed at the next Conservation Commission meeting on September 27. The concerns include a patio by the staff area which were on the July construction plans but not on the May plans approved by the Commission. 2. Septic construction is scheduled for October 5 with 4 days of work. The cost of the septic change order is \$61,279. The Trustees have approved the septic expense to be deducted from their Trustees Interest account reimbursement. This allows the construction to move forward but does not mean the Town owns the expense. 3. Parking lot: we are still waiting for an analysis of as built vs. drawings, but the solution appears to be to shorten the islands 3 feet. 4. Punch list: There is still work to be done including sanding floors, barhroom cleanup, ceiling tile, lock cores, and more. 5. Circulation Desk: Expected delivery October 17 and 24. The group would like confirmation of these dates. Have the shop drawings been approved? 6. Budget: The group reviewed the budget which has been reconciled with

	<p>the town accountant. Outstanding from the report are the septic and circ desks expenses and a few small change orders.</p> <ol style="list-style-type: none">7. Change Orders: Sheila has a list of change orders and is working on identifying the source of responsibility for each.8. Fence: The fence to the rear of the parking lot is slightly crooked but follows the contour lines of the ground. Having a straight fence was not specified.
09.19.3	<p>Meeting Adjourn: Next meeting date: October 3 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>