

## Capital Projects Committee Meeting

**Date:** October 17, 2016 @ 8:00am

**Project:** Eastham Public Library

**P3 JN:** 1209.00

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| • <b>Elizabeth Gawron, Selectman</b>     | Library Trustee - Dave Payor       |
| • <b>Aimee Eckman, Finance Committee</b> | Library Trustee – Mary Shaw        |
| ○ Jacqui Beebe, Assistant Town Admin     | Library Trustee – Sharon Krause    |
|  | Library Trustee - Norma Marcellino |
| Deb DeJonker-Berry, Library Director     | Mimi Ace                           |
| Neil Andres, DPW                         | Debbie Abbott                      |
| Dan Palotta, Project Manager, P3         |                                    |

The following transpired:

10.17.1	<b>Prior Meeting Minutes Review:</b>
10.17.2	<b>Construction Update:</b> <ol style="list-style-type: none"> <li>1. Septic: Septic and chlorination this week. Water will be on by end of the week. Chlorination is done through CC. The meter is at DPW</li> <li>2. Standpipe: the standpipe is a dry line so can be moved any time.</li> <li>3. Closeout: Dan is working on close out. Nauset is at 99% completion but has not asked for turnover.</li> <li>4. Final commissioning (SBS): a few items are awaiting water</li> <li>5. Meter size: The project engineer says 2" The town will size the meter to 1" so that it properly reads water use.</li> <li>6. Certificate of Occupancy: Awaiting water and septic. Will take at least a week beyond for final tests.</li> <li>7. Board of Health approval: The engineer's letter and Nauset's bond (per Town Counsel) fulfill the BOH requirements so installation will begin. The engineer's letter states that the tank as we have amended it will work perfectly and the (in the sense that it is designed to meet code) and the functionality is guaranteed.</li> <li>8. Punch List: Neil's punch list questions whether the dry wall finish meets Level 5. Dan responded that wall sections that were removed and replaced changed the finish. Access to the attic space was discussed.</li> <li>9. Budget: Will be reviewed next meeting</li> <li>10. Public Service Desks: The shop drawings are done. Materials are in the shop. Work should start this week. Dates will be provided. It will take 2 days to install.</li> <li>11. Landscaping: Plants that did not survive the drought will be noted</li> <li>12. Driveway reconfiguration was discussed including the curb stops</li> <li>13. Sheila requested the maintenance schedule. Dan responded that that is</li> </ol>

	<p>several weeks out</p> <p>14. Electric bill: The \$6,500 electric bill will be deducted from the hold back. Dan stated that he did not know what the Town pays per kw/hour.</p> <p>15. Exhibit: The group agreed that the opening for the November 12 exhibit should be postponed.</p> <p>16. Wood chips: The landscaping wood chips against the wood siding were discussed. Dan stated that this was not the code when the permit was issued.</p> <p>17. Generator: The plants in front of the generator were discussed</p> <p>18. Pond Association Meeting: Saturday at 10:30</p> <p>19. Outdoor electrical boxes: The group was told that the outside electrical boxes were waterproof. The group also asked if they were in a place whether they wouldn't get knocked over. Neil will check. The Town is considering not making them be remounted so that they are flush with the building.</p>
10.73.3	<p><b>Meeting Adjourn:</b></p> <p>Next meeting date: November 7 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>