

## **Minutes September 14, 2017**

### **Demmer Library Design and Construction Committee**

Committee Attendance: Tom Asbeck, Erica Brewster, Janet Dixon, Catherine Marshall, Rosie Obukowicz, Vicki Reuling, Mary Sowinski. Other attendees: Historical Society representatives Katie Kirby, Bill Hayes, and Hoffman representative Jon Rynish.

Vicki Reuling called the meeting to order at 1:33 p.m.

**Report on Agenda Posting:** Erica Brewster reported on the agenda posting in accordance with Wisconsin Open Meeting Law.

**Agenda Approval:** Motion by Tom, seconded by Catherine to approve the agenda in any order. All ayes, motion carried.

**Review and Approval of Minutes from August 24, 2017 Meeting:** Motion by Janet, seconded by Rosie to approve the August 24, 2017 minutes as presented. All ayes, motion carried.

**Update on Town Building Plans:** Erica reported on the town meeting on September 5. Per an unofficial summary of the meeting provided by the chair, "The board voted 3-2 to move forward in the town office planning process with DeLeers Construction." It is not clear from that vote if that would mean the board would work with the original DeLeers proposed plan and what, if any, implications that would have for the space between the buildings.

**Update on progress since August 24 meeting:** Janet and Erica reviewed sketch drafts and square footage estimate with Jon via electronic communication, and then met by phone/computer conference on September 11 to closely review the initial sketches. The design has developed to the point that the program spreadsheet will not be kept up to date, but will be revisited at the end of the design as a check.

**Presentation by Hoffman Planning, Design and Construction on conceptual design:** Jon Rynish presented the latest design and constraints or concerns relating to the site, structure, and scope that will need to be taken into consideration in the near future that could affect the overall design. Proposals are being sought from firms for civil surveys and geotechnical surveys. Project designs were reviewed in detail. Hoffman architects will meet separately with historical society representatives to fine-tune museum space and flow from rear entrance/access to lower level, concerns about toilet location, and flow of library staff and movement of materials through public work areas.

**Next Steps:** Historical society will meet to clarify their needs and then arrange a conversation with Jon to rework the flow through their space. Jon will contact the town to get initial feedback on feasibility of encroaching on site setbacks and what steps would be required to request a variance. Committee will review scope list and timeline at subsequent meetings.

**Public Comments:** Bruce Brewster with question about public restrooms – decreasing number from 4 to 3. Would there be places to create space for one more additional.

**Next Meeting:** **Thursday, September 28, 2017, 2:30 PM.** There being no further business, Catherine made a motion to adjourn, seconded by Tom. All ayes, motion carried. The meeting adjourned at 4:08 p.m.

Respectfully submitted: Erica Brewster