

Minutes December 13, 2017

Demmer Library Design and Construction Committee

Committee Attendance: Tom Asbeck, Erica Brewster, Janet Dixon, Catherine Marshall, Rosie Obukowicz, Vicki Reuling, Mary Sowinski (arrived 4:20 PM). Absent: None

Vicki Reuling called the meeting to order at 3:32 p.m.

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

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

Review and approval of minutes from November 28, 2017 meeting: Motion by Janet, seconded by Tom to approve the November 28, 2017 minutes as submitted. All ayes, motion carried.

Design development approval and budget constraints: The foundation met on December 4, 2017, and confirmed they will commit an additional \$110,000 to the project. The DCC expressed their appreciation for the foundation's continued support.

Approval of bills:

- a. Hoffman: Motion by Tom, seconded by Catherine, to approve payment of the November 30, 2017 invoice. All ayes, motion carried.
- b. Mach IV: Motion by Rosie, seconded by Tom, to approve payment of the November 30, 2017 invoice. All ayes, motion carried.

Site design update:

- a. Review site plan: Tom reported on a conference call he, Vicki, and Erica had with Jon Rynish and Bob Mach from Mach IV to review the site plan from civil engineering. Reviewed the plan and comments page-by-page.
- b. Coordinate with town for site/stormwater design: Will need to coordinate with the town through Mach IV and DeLeers. Vicki and Tom have a meeting to discuss on 12/14.
- c. Geotechnical boring report: Results of the geotechnical report indicated the need for addition of two sumps and foundation drains in the areas of new excavation. This was discussed while reviewing the site plan and placement of rain gardens.
- d. Zoning appeal – Plan Commission and town board: Vicki reported on the town board meeting, 12/5. At that meeting, a different approach was presented by town chair (following a discussion with Oneida County Planning & Development). The approach has been changed in response and new documents have been forwarded to the Plan Commission for the meeting on 12/18.

Building and interior design:

- a. Interior design: Janet reported on two phone conferences with Amy Moore, Hoffman interior

designer. Physical samples have yet to be received. Janet described the selections proposed and suggested that there may be two options of pallets presented to the full DCC at a future meeting. Janet presented the DCC with a decision point about adding vinyl flooring to a portion of the large meeting area or staying with carpeting for the full area. The workgroup opted for full carpeting in the multipurpose room. DCC also agreed that an accent wall would be acceptable in the multipurpose room. Accent tile will be added to the sink walls in a bathroom. Discussion of the sink wall in the Northwoods Room lead to suggestion of using the large wall for a historical display provided by the historical society, and what type of lighting would be needed/best for that purpose.

- b. Electrical plan: Erica reviewed some of the discussion that has occurred over the electrical and lighting plan to make sure there is adequate light and electrical access. She has had input from Deb on lighting and on location of electrical points.
- c. Stone on building: Question about use of stacked stone vs. field stone on columns and building entrance. Continued with choice of stacked stone to match interior fireplace stone and not compete with existing field stone. Continued discussion of cost recovery options to preserve additional stone on building entrances.
- d. Other design comments from DCC: Framing option for heavy timber frame on the front entrance rather than a frame wrapped in trim would be the less expensive option. DCC agreed that this would be a preferred option.

Erica reported on progress and concerns with the furnishing discussion. There seems to be a lot of work that needs to be done in a short period of time and it's not clear if parts of the design documents are contingent on having information on the furnishing layout.

Review design schedule: Vicki reviewed the timeline for and concerns we have about being prepared to make decisions by Monday, December 18. She will work with Jon to review what items are priority.

Reclamation plan: Mary is waiting on a list of items that can be reclaimed from Hoffman. Discussion of reclamation of the lumber from the trees – the town will remove the trees and Mary is working on storing the lumber.

Logistics for library services during construction: Erica is still looking for long-term storage furniture storage space.

Construction management: Tom and Vicki are meeting with DeLeers and ask if they don't win the bid if they would be willing to do construction observation, and same for other contractors that may bid. Those that agree could be approached after the bids are awarded.

Public Comments: None.

Next Meeting: **Monday, December 18, 1:30 PM at the Demmer Library**. There being no further business, Catherine made a motion to adjourn, seconded by Mary. All ayes, motion carried. The meeting adjourned at 5:40 p.m.

Respectfully submitted: Erica Brewster