

Milford Public Library Renovations Committee Meeting
Minutes of May 26, 2010

The Renovations Committee meeting was called to order at 5:47 p.m. on May 26, 2010 by Vice-Chairman Mr. Phil Vetro.

PRESENT

ABSENT

EXCUSED

Mr. Phil Vetro

Mr. Sly Moura

Dr. Telka diFate

Ms. Marsha Winter

Mr. Andy Charland

Mr. Ray Oliver

Mrs. Jean Tsang

Late arrival at 6:10 p.m. Mr. Peter Vita

Mr. Ray Oliver read quotes for the two inner entry doors and handicap accessible door to be replaced. Details of each quote were reviewed and discussed. The first quote was for \$9687 and the second quote was for \$19,675. Mr. Oliver explained that the second quote was for doors that had the exact same mechanisms but heavier materials in the framing and glass. Ms. Tsang then read a quote from Olympus Construction Company dated 2008 for \$19,675 and after contractual fees were included a price of \$25,000 for the same doors. Discussion once again took place since these doors have not been replaced since the buildings construction in 1976. Ms. Tsang reported that over the last year these doors have needed repairs five to six times from the Milford Public Works Department.

The present renovations budget balance is \$9687. Also, available at the present time are the UI Reimbursement funds that include \$21,000. However, the UI funds can only be spent by authorization through a proposal from the Mayor to the Board of Aldermen. This proposal needs to be submitted in a letter from the Renovations Committee to the Mayor. See the attached interoffice correspondence dated June 20, 2006 to Phil Vetro from Judy Doneiko, Finance director.

Other quote proposals were presented by Mrs. Tsang that included the following: Rainbow carpet services for \$7,496, Olympus to paint the bottom half of the children's program room for \$960, replace broken security screen \$320, and two new book cases for the newspapers at \$230. Discussion took place. Mr. Oliver presented information about resealing the masonry on the east side of the library that would cost approximately \$10,000.

Mayor James Richetelli was called into the meeting at 6:33 p.m. and put on speakerphone to discuss how the committee can request the UI Reimbursement funds. The committee discussed with him the proper procedures and the committee composed the letter that will be sent to the Mayor.

A motion was made by Dr. diFate to request the \$21,000 from the UI Reimbursement funds by requesting authorization from the Board of Alderman by writing a proposal to the Mayor. Seconded by Mr. Phil Vetro. Motion carried unanimously.

A motion was made by Mr. Phil Vetro to accept the quote for the door replacement at a cost of \$9687. Seconded by Andy Charland. Motion carried unanimously.

A motion was made by Mr. Vetro to authorize the masonry repairs that need to be completed on the east side of the library at a cost of approximately \$10,000. Motion seconded by Dr. diFate. Motion carried unanimously.

A motion was made by Ms. Winter to accept the quote and have the carpets cleaned and deodorized at a cost of \$7496. Seconded by Dr. diFate. Motion carried unanimously.

A motion was made by Mr. Vetro to purchase the security monitor and shelving at a cost of \$550. Seconded by Dr. diFate. Motion carried unanimously.

There was no other new or old business.

Dr. diFate made a motion to adjourn the meeting at 6:46 p.m. Mr. Vetro seconded the motion. The motion was unanimously approved.

Respectfully submitted,

Dr. Telka diFate
Renovations Committee Secretary