BOOTH & DIMOCK LIBRARY RENOVATION AND IMPROVEMENT COMMITTEE MEETING MINUTES

Meeting date and time: June 10, 2020. 9 AM

Location: Town Hall Annex / Zoom meeting

Meeting called to order: 9:00 am.

Roll Call: at Annex - Deborah Walsh (Chair) James Parda (Secretary) John Twerdy, Dudley Brand, John Elsesser (Town Manager). Zoom attendees - William Bonney (Vice-Chair), Tim Ackert, Joe Jankowski, Margaret Khan (Library Director), Ken Best (DRA), Jon Hand observing joined at 9:06.

Acceptance of Minutes: From May 27, 2020. Motion to accept by Twerdy, second by Brand. Motion carried unanimously.

Audience of Citizens: No one came forward to address the Committee.

Reports: Committee chair: Walsh made the committee aware of the documents attached to the agenda which included lower and upper floor schematics and the cost estimate with changes. She has requested a June 15, 2020 date from the Council Chair for a presentation regarding the changes to the renovation project as requested. As of June 10 no date has been set. If there is no November referendum the grant would be lost.

Town Manager: Elsesser discussed the timeline necessary to bring the library renovation project to a referendum. He will need to begin the process in early July. Timing is important to preserve the $850,000.00 grant.

Khan: Library operations are continuing curbside service to approximately 200 patrons. Feedback has been good. The staff is rotating for covid-19 tracking.

Twerdy reported back concerning his inquiry and discussion with DRA regarding the brick façade. Ackert has reviewed the electrical plans with DRA regarding lights, IT, elevator codes and lighting control location. Overall estimates are in line with commercial applications of this nature.

Ken Best, from DRA, reviewed cost estimate changes involving savings, one was the temporary entrance to keep the library open during renovation. Other discussion concerned concrete costs, the acoustic ceiling, and emergency exits. Overall the estimate comes in about $60,000.00 over the $1.7 million target set by Council. Costs for new furniture were not included in the proposal. An add alternate would be twelve window replacements for the existing building.

Old Business: Jankowski proposed a 15 minute power point presentation for the Council focused on meeting their financial goal with the requisite changes followed by questions. These changes are described in the May 27 minutes. The latest plan meets code, but reduces convenience for patrons.

New Business: None

Adjournment: Motion to adjourn - Parda. Second – Twerdy. Motion carried unanimously. Adjourned-9:38 am

Respectfully submitted, James Parda, Secretary