

MINUTES - Buildings and Grounds Committee, Brooks Memorial Library
Tuesday, Dec. 4, 2018

Committee members in attendance: Starr Latronica, Jeanne Walsh, Lindsey Bellville, Christine deVallet, Pamela Becker **Absent:** Jane Southworth, Elizabeth Tannenbaum

Also Present: Anthony Girard from GPI

1. Call to order - 8:30 AM
2. Agenda - Changes and additions - none
3. Public Comment - none
4. Updates:

- **HVAC Project** - One of the air handlers has been very noisy but the programmer was working on it as we met. The permanent thermostats will be installed and hopefully that will solve the problems of uneven heat in various library spaces. Some of the duct work in the boiler room is too low and will have to be adjusted. The temporary propane tanks will be removed; the new tank is underground. The dumpster will be returned.
- **Front windows** - We agreed that they look very good. Anthony assured us that they will be cleaned.
- **Bathroom renovations** - Lined up to be done in January.
- **Ceilings and Lights** - Anthony said that he has scheduled a contractor to come and look at the ceiling job. No word yet on the lights.
- **Furniture Committee** - No update.
- **New Library sign** - No update on that but Anthony will arrange for a large, colorful children's banner to be hung outside on the north face of the building. We discussed how and when the large shrubs next to the front entrance can be removed and whether a new sign might be combined with a community bulletin board in that space.
- Starr shared that Dick DeGray had stopped by to say that he likes the new windows and also that next summer he will place two planters in front of the Library.

Meeting adjourned at 9:30 AM

NEXT MEETING - TBA, but mid-January is when we will hope to meet.