

Brooks Memorial Library
Building and Grounds Committee Minutes
August 31, 2020 – 8:30am

Present: Starr LaTronica, Jane Southworth, Jennifer Rowe, Gabriel Sistare, Jeanne Walsh, Elizabeth Tannenbaum

1. Call to order 8:33
2. Agenda—no changes
3. Public Comment—none
4. Update on Projects:

Starr updates on mezzanine carpeting, there is still a smaller area upstairs that need to be carpeted. The chairs are arriving for the main library area. Railings complete from Work Today, will begin railings by the municipal center. Starr indicated the Work Today program was successful for the library. Dick DeGray surveyed gardening situation and identified the frame around the town sign as a spot to repaint

5. Work Today Program:

Other work that may continue with the Work Today personnel includes refurbishing and taking tape off of the metal beams.

6. HVAC:

The internal controls of the HVAC system were not set correctly. Since they were adjusted, the system has been functioned correctly. Starr noted that the belts in the system need to be replaced every 6-12 months.

7. Town Capital Projects:

There is still a plan to replace the windows in the children's room. The fascia and soffit of the roof need to be replaced. The library logo will be painted on to the room once replaced.

8. Jane Southworth motioned to spend remaining funds in the committee budget for additional carpeting. The motion was passed.

9. On an upcoming agenda, the committee will add a new wish list of projects.

Adjourned: 8:58