

**Brooks Memorial Library
Building and Grounds Meeting Minutes, 2/23/2024**

Present: Karen Tyler, Chair; Starr LaTronica; Christine de Vallet; Matthew Wojcik; Lindsay Bellville; Gavin Watson; Elizabeth Tannenbaum, scribe

Guests: Robin Sweetapple, Claudia Prat, Monroe Whitaker, Dan Tyler (Dept of Public Works), Dan Adams (Tree Warden)

- Call to Order 9:05
- Agenda (Changes or Additions)
- Minutes of Meeting 1/19/2024 approved with one correction: Robin Sweetapple is the former Director of the Brattleboro Development Credit Corporation; now in private practice, and has done extensive work with the town.
- Public Comment: New Committee Member: Claudia Prat
- Old Business Ongoing and proposed projects:

Accessibility and Outdoor Seating Project

Monroe's and Robin's drawings

Gavin's drawing

Discussion points for Robin's Scheme A:

Issues discussed and questions:

hallway size; ways of egress; ways to enter library; parking by Municipal Center; ADA Access: change entry so enter in back or side of building: shrink staff room by a few feet; YA room changes; use of Meeting Room without access to rest of building- change door; 400 extra square feet

Discussion points for Scheme B: large storage room; lose 100 sq ft of mtg room; no change to YA and staff rooms; add door

GENERAL DISCUSSION/AREAS TO CONSIDER for changes: Back of building: seating area

Make outside more visually attractive

New windows? Option for an additional one?

Now lots of little storage areas; need more (larger) storage space but not in Meeting Room

For closed meetings, could add blinds

Starr--Note: We are not controlled by the first drawings as long as there is a plan and a budget and as long as we keep to the spirit of the plan

Monroe: note that this is an EXTERIOR grant; need to justify internal changes based on ADA and internet access

EXTERIOR DISCUSSION/POSSIBLE CHANGES:

Overhang at entry way; extend roof section to cover entry (note: Robin: as long as it doesn't touch building, it's easier to be accepted?)

Stone walkway can become an asphalt walkway (asphalt vs stone?)

Add handrails

Benches on walkway (Lindsay: slope and safety for children??)

Accessible garden space

Change of water line/electricity

Generator for backup power

Solar on roof (future?)

Increase space for children's room

Monroe then discussed his plan.

Key points:

Primary consideration make a ramp from parking lot to building

Starting and ending point same but not as much slope and wider

Gradient reduced to 5%

Take out railing on one side; keep downhill railing

Decorative metal railing but put existing railing to use

ADA compliant with new railing (existing railing may not comply)

Need to use entrance space differently

Quiet area; zoom area; building blocks road noise from street

Add electrical connection; security camera

Benches good idea and are rest points as people walk; double sided benches

Low level lighting (pedestrian scale); lighting key for security and safety—have lights at different points

Outside plan that works with existing entrance, may be more acceptable

Place for Banner sign; light to draw people in

Questions about Monroe's plan:

Robin: meeting room access?

Matt: increase patio size?

Matt: usable areas; wider path; can we roof the whole area? Keeping area ice free??

Dan: ice melt system under the walk way?

Monroe: asphalt helps melt ice quicker

Propane tank: will need relocating

The trees: Yew and White Spruce? Can we remove the white spruce?

Dan Adams : tree warden

TREE DISCUSSION: White spruce and yew

Yew can stay

White spruce is a problem; prefer not to remove it

Monroe: with this plan remove the tree. Option do not remove, but cut roots on one side of tree

Dan: can cut roots on one side

White Spruce Discussion:

Monroe: keep the tree; change the plan

Perhaps plant another White Spruce?

Cut roots on one side but will this eventually kill the tree?

Dan: if want to remove White Spruce, need to run this idea by Tree Board.

Build a reverse well around tree?

As population ages, need to focus on accessibility (tree vs accessibility priority??). We would like both.

Action:

1. Dan can meet with Tree Adv Bd soon to discuss tree removal or root cutting
2. Monroe will work on slight redesign to keep tree; but worry about cutting the roots for tree survival.
3. Monroe will make annotated copy of the plans to help in understanding plan.

Monroe: **PLAN 2**

Key discussion points :

uses existing accessible ramp: widens by a few feet; remove rail on uphill side

Stairs and steps added

Excavation free plan

Robin: area is ADA and covered

Wall up to height, so accessed along the path

Window or two on back of library added

Usable space outside is key

ACTION: Monroe will work on plan to focus on adding window on back wall;; level in back;

Karen: do we need to make decision quickly for interior renovations?

Monroe says yes –we agreed to meet again on Monday.

New business: Fees for Robin and Monroe--\$3500 for preliminary drawings (motion by Christine; second: Elizabeth.) Approved by voice vote of all members present

- **Set Next Meeting Date:** Monday Feb. 26, 9:00;

Action: Karen will send agenda for warning and remind committee

Monroe will re-do drawings with changes discussed.

- **Adjourn:** 10:50 a.m.