

**Brooks Memorial Library
Building and Grounds Meeting Minutes, 2/26/2024**

Present: Members: Karen Tyler (Chair); Christine De Vallet; Elizabeth Tannenbaum (scribe); Starr Latronica; Claudia Prat; Gavin Watson; Lindsay Bellville; Matthew Wojcik

Guests: Robin Sweetwater; Monroe Whitaker, Stephen Dotson

- Call to Order 9:10
- Agenda (Changes or Additions)-none
- Minutes of Meeting 1/23/2024: no additions or corrections
- New Committee Members (Lin Taggard may join later).
- Public Comment: Stephen Dotson, Brattleboro Sustainability Coordinator
- **Old Business Ongoing and proposed projects:**

--Accessibility and Outdoor Seating Project (see discussion and decisions below)

--Staff input re: building and furnishing needs (not discussed)

Starr: Report on Children's Room windows:

\$94,000 estimate for redoing children's room windows so this will not happen now unless there is a new grant (Stephen noted there are possible energy grants)

Continued discussion in preparation for developing grant for Accessibility and Outdoor Seating Project

1. Discussion of possible outdoor, upstairs door location change

Lindsay reported on concerns from her and children's room staff

--New Door placement on back of building is a problem with focus on safety concerns:

--drug problems including overdoses in bathroom upstairs;

--only 1 person working in evening;

--need to be able to see door as people enter

Discussion included:

-movement of Circulation Desk and challenges of facing patrons and also ability to watch door and hallways and bathrooms from the Desk

-monitoring public areas

-additional glass could be added

-smaller lobby

-stroller parking space

-move eating area

-computer screens/monitors that can be 'controlled' for privacy

-storage space

Committee went upstairs to look at Children's Room and see the challenges of moving the outside door.

Decision: leave entry where it is; change may be part of a future grant

Although no movement of door now, Robin noted that the library needs to address this safety issue no matter what the plan is.

Monroe: must make decision today—given these safety concerns, will use existing hallway and door.

Revisions to Schemes A and B from last meeting: Monroe Whitaker

Monroe presented diagrams with revisions to schemes A and B based on feedback from Feb 23 meeting; committee discussed both plans

Discussion of both plans included:

Location of Entrance area

Handrail locations

Widened paths

Benches

Adding terraces

Seating walls

Light posts

Quiet spaces

Terraces—levels—amt of excavation; round or square

Concrete or asphalt for paths

How much to cover

Water spigot and electrical outlets

Drainage

Snow maintenance for steps

The Tree

Note: Issues now of homeless tents in this area—area is maintained in the morning so that people leave; library wants to be able to monitor; want a security camera; visibility into it; low level lighting; can be on all night

Decision:

Committee recommends **Scheme A** for these **reasons:**

- path is simpler (not so many steps; less steep)
- seating walls where people can gather
- covered walkway and entrance
- security because of lights, cameras
- offers shade and quiet for outdoor computer usage
- offers protection from rain
- gathering areas with seating, covered walkway and entrance
- does not cut down on light inside library

Scheme A Recommended with following revisions/options:

- add windows from staff room to upper terrace (could add possible extra office space in staff room area)
- covered entrance at existing entrance
- seating walls extend into grass lawn
- slight enlargement of upper portion of walkway above 3 risers
- bike parking at entrance
- include electrical outlets, spigot, pole lights, light on both canopies, security cameras
- be sure exterior areas are accessible to those with limited vision
- 2 sided benches
- railings and surfaces must meet the needs of those with limited vision (Monroe will consult with patrons)
- spruce tree will be removed
- new landscaping: shrubs, new tree (consider location)
- add Propane generator
- Pole with banner signage to note that this is library
- Solar panels? Gavin can help with this; can add for this grant; if tie solar panels to lighting

Next Steps: Annotated plan for Friday meeting based on discussion 2-26 (Monroe and Robin)

Next Meeting: Friday March 2: 9:00. 2nd floor meeting room

New Business--Process for writing construction grant

Adjourn: 11:10