

**Brooks Memorial Library
Building and Grounds Meeting Minutes, 3/01/2024**

Present:

Committee Members: Starr LaTronica (Library Director), Gavin Watson, Karen Tyler (Chair), Claudia Prat, Lindsay Bellville, Janice Malin, Joyce Sullivan, Matthew Wojcik, Elizabeth Tannenbaum (scribe)

Guests: Monroe Whitaker, Robin Sweetwater

Meeting called to order: 9:03

Minutes of 2-26-24 accepted

Public Comments: none

Old Business: American Library Association grant—due March 12.

This meeting focuses on making comments/suggestions on final plans for submitting the grant.

Next steps:

- 1) Selectboard mtg on Tuesday 3-5-24: get written consent letter to apply for grant
Starr will go to Selectboard mtg in case there are any problems
- 2) Need letter from Brooks Board to approve applying for grant ; convene emergency mtg of Board at 4:45 Tuesday March 5 for this one agenda item
- 3) Monroe will make changes to the plans after discussion at this meeting and work with Starr on narrative to go with drawings.

Discussion of plan details by the Committee with current and future suggestions (depending on size of grant)

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REAR area Issues discussed:

New library signage (Banner at rear entrance)
Parking: more ADA spaces
Covered Bike shelter
Benches, add more
Wheelchair accessible picnic tables
Add more tables (consider tables/seating for different body types)
Place to store additional tables
New window in side of library upstairs
Exterior Electrical outlets
Lights to shine on walkway and key areas
Widened path; railings reconfigured

Internet Café: 'quiet' areas for internet usage and zoom meetings; hard-wired so if router is down, there is still internet (Matt needs to investigate; possibly hotspots). Covered.
Walkway to municipal Center connects to library's back entrance
Curved sitting (retaining) wall especially for children; consider fieldstone
Consider permeable, padded cover for children/seniors
Add trees/landscaping
Remove White Spruce (**still need to be confirmed with tree warden**)
Trash receptacles throughout
Solar installation ?; Solar VT Solar-roof mounted system with a small battery component; can be mounted outside (requires heating element for cold weather)
(Gavin noted) if focus on solar; charge through AC system (Tesla); grant incentives (Inflation Reduction Act) NB Need structural engineer to see load capacity
Current roof discoloration; can include roof repair in grant (start big)
Suggest: xeriscaping (like Highline in NY)-don't have to mow
Investigate possible collaboration with Stone project at Scott Farm (note: stone wall does not require footings)
Tick free plantings
Spigot for watering

FRONT of library: discussion points

Curved wall (retaining wall with railing on top) facing Main St.; include signage
possible extension of wall toward Linden St to make sign more visible

Crosswalk: slightly relocated; shortened area for crossing (safely);
Bike safety issues as approach library/town from Linden St. (traffic calming solutions such as signs warning 'share the road'
Town Safety Cmte will need to be involved.

Wall down center: upper and lower sidewalks
Steps to Municipal Ctr entrance: wider sidewalk; 2 parking accessible spaces;
Can widen sidewalk a few feet
Decorative railing along new sidewalk
New lights--pedestrian scale lighting
Pocket Park: rail on top of existing retaining wall; planter area maintained: low shrubbery (under 2 feet); discourage walking on it; sitting space; 3 benches; benches on sidewalk
Ramp up: 5 %; retaining wall on E. side of sidewalk; landing at top; option for signage on retaining wall; railing on both sides
Library's Historic newel posts: now at edges of pocket park; relocate near entrance
Parking spaces: added; can designate one as handicapped accessible
Front seating: patio coffee (vendors?)
Book drop—add box in front

Children's Room exterior changes to entrance door: Robin presented a design and committee chose scheme A (height is lower, more aesthetic); covered entrance

Possible new door to children's room so can block off rest of library (access to mtg room and bathrooms after hours)

What's still needed in time for grant application

Lindsay will send Robin info on new interior door near Children's Room so this can be included in grant.

Next steps FOR GRANT:

Monroe and Robin modify drawings based on this meeting's discussion

Monroe, Robin and Starr write narrative for each area with clear labels for grant

Selectboard Mtg presentation and approval of Library Board

*****Thank you from committee for all the design work; thanks for Committee's suggestions and questions to help quickly move along the plans.**

Another mtg next week is (probably) not necessary.

Next Meeting: March 15 Friday-- next regular 3rd Fri. B and G meeting.

Adjourn: 11:10