

Library Renovation Committee
Minutes – September 14, 2021

Attending in person: Bruce Anderson, Eric Schoenfeld, Library Director Louise Manteuffel, First Selectman Tim Angevine

Attending via Zoom: Joe Manley, Project Manager Tom Carey, Library Board chairman Jane Manley, Town Treasurer Colleen Frisbie, Town Clerk Joanne Tiedmann (hosting Zoom portion of meeting)

Meeting called to order by Bruce Anderson at 5:00pm.

1. **Minutes of 8/10/21 meeting:** Motion to approve by Eric/Bruce. All approved.
2. **Additions to the Agenda:** None.
3. **Project Manager/ADA project update:** Fire marshal and town building official have noted some code issues with hand rails and height of lowest step at new entryway. Tom Carey spoke to the project lead at AVT Construction about addressing both issues. There is significant work remaining in other areas:
 - Foyer needs floor covering, painting and trim. Tom expects painting to be done this week, carpeting next week.
 - Plumbing fixtures are installed in women's bathroom. Still needs lighting fixture installed, painting, etc.
 - Both bathrooms need grab bars installed, and some minor punch list items (e.g., installing toilet paper holders)
 - Kitchenette needs painting, some electrical, installation of refrigerator, etc.
 - When new entryway is complete, door from Community Room to outside to be replaced with window.
 - Driveway in front of library needs to be re-graded, re-paved and parking lines painted.
 - Louise M. says library has received a grant to pay for purchase and installation of a book return receptacle.

Joe Manley raised questions about the shingles on the canopy of the new entrance not matching the rest of the roof, and the plans calling for protective film on the windows along the front of the library.

4. **Sign Illumination:** Discussion about the need for lighting the Warren Public Library sign over the new entryway. This was, unfortunately, not included in the original plans. Several options were discussed, including solar-powered lighting, placement of the lights (e.g., across the driveway, below the sign, under the canopy overhang), etc. Louise Manteuffel will contact Jim Schultz for some recommendations.
5. **Public comment:** Colleen Frisbie says town Public Works foreman Josh Tanner estimated re-grading, re-paving and painting driveway area will cost \$25-\$30K. He is prepared to assume the expense as part of the road fund budget for now, with the hope that some or all of it can be reimbursed from other budget lines later. Colleen also noted that we have now received invoices from AVT Construction totaling more than half the project cost, so we can now apply for the first 50% of our State

Library grant. Colleen and Joanne T. will follow up with Louise to complete the necessary paperwork.

Louise noted that the Warren Elementary school bus drivers are now stopping where our handicapped parking spaces will be, which will become a problem. Tim Angevine and Louise will follow up with Region 6 school superintendent Chris Leone to seek an accommodation. .

6. Next steps:

- Make necessary repairs to bring new entryway up to code.
- Finish the remaining work on the entryway, foyer, bathrooms, and kitchenette.
- Grading, paving, painting parking lines on driveway area.
- Investigate lighting options for Warren Public Library sign over new entry.
- Install book return receptacle.

Meeting adjourned (motion by Eric/Joe) at 5:43pm

Next meeting: Tuesday, October 12th at 5pm

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