

Library Renovation Committee Minutes
March 12, 2019

Attending: Bruce Anderson, Joseph Manley, Eric Schoenfeld

Others in attendance: Project Manager Tom Carey, Library Director Louise Manteuffel, Library Board Chairman Jane Manley

Meeting called to order at 5:01pm.

- 1) **Minutes** of 1/8/2019 accepted as read (Joe/Bruce).
- 2) **Public comment:** Louise Manteuffel told the committee she is working on two grants for the building renovation project – one “cycle grant” from the Northwest CT Community Foundation (deadline to apply is April 30th), and one from the CT State Library system (letter of intent due in June). Louise says representatives for the state library have indicated they will look favorably on our renovations tied to handicap accessibility. We will stress that angle, as well as our energy conservation efforts, in our grant applications. Louise will also explore Union Savings Bank grants. Louise will need the help of Tom Carey and committee members to compile certain information for the grant applications. Tom will need to provide budget and timeline information.
- 3) **Additions to the agenda:** None.
- 4) **Project Manager update:** Tom presented the committee with initial concept drawings from our architect, Greg Grew. The drawings show the proposed handicap-accessible entryway and bathrooms. The plans also include repurposing two existing storage closets and copier room into mechanical spaces for HVAC equipment, along with a small kitchenette and coat racks. The committee agreed to the concepts as drawn, and Tom will now tell the architect to work on more detailed construction drawings. The concept for the new entryway will require turning the access road in front of the library into a one-way lane. Eric raised a concern about having adequate parking afterward. Tom will consider how we might best address the parking issue, and we will revisit it at a future meeting.
- 5) **Other updates:** Representatives from Eversource paid a very brief visit to the library in what we expected to be a full-blown energy audit. The town has not heard from Eversource since that visit, so Eric will follow up and try to find out where we stand on the audit. (There may be some rebates or other discounts on equipment – e.g., HVAC units – available post-audit). Since the Region 6 school district owns the land the library occupies, we have asked them to approve the plan to make the road in front of the library one-way. They have told us that we must submit drawings of that area before they will render a decision. To that end, Eric will send Tom an image of that area from the town’s files.
- 6) **Next steps:** 1. Now that the committee has approved the general concept, Tom C. will ask the architect to refine the drawings and add more detail. 2. Eric will send Tom an image from the town files of the front of the library, showing the existing access road. 3. Eric will follow up with Eversource regarding the results of the energy audit. 4. Tom will determine how to address our issues with parking in the new building configuration.

Meeting adjourned (motion by Eric/Joe) at 6:20pm

Next regular meeting: **Tuesday, April 9th** at 5pm at the library

--Submitted by Eric Schoenfeld