

Library Renovation Committee  
Minutes – September 13, 2022

Attending: Joe Manley, Eric Schoenfeld, Library Director Louise Manteuffel, Library board chairman Jane Manley, First Selectman Greg Lacava

Regrets: Bruce Anderson

Meeting called to order by vice chairman Joe Manley at 5:00pm.

1. **Minutes of 4/12/22 meeting:** Motion to approve by Eric/Joe. All approved.
2. **Additions to the Agenda:** None.
3. **Discuss remaining needs/future projects:**
  - **Siding:** The last remaining state LoCIP (Local Capital Improvement Program) funds designated for library renovations will be used to re-side the South side of the building, which is in the worst shape. Aiello Roofing and Siding is expected to begin the project in mid-October. As part of the project, they will frame and cover up some disused windows on the south side.  
In addition, there is an exterior light over the walkway that may or may not be functional, an old defunct school bell on that side and a switch that needs to be relocated or removed. (**Follow up:** Joe Manley will ask Jim Schultz to deal with the switch and exterior light).  
There is also a cable – which we believe is internet cable – going through the south wall, and lying on the roof of the tunnel that connects the Library to the Warren school. **Follow up:** Greg Lacava will contact Optimum to check the status of the cable and secure it properly.  
Greg also notes that the town has applied for a CT STEAP (Small Town Economic Assistance Program) grant that would pay for the remainder of the library re-siding.
  - **Excavating/re-grading north side of building:** This was one of the original projects identified by the Library committee. **Follow up:** Public Works chief Josh Tanner has inspected the problem area. Joe Manley will meet with Josh to discuss options.
  - **Underground oil tank.** Investigation by Joe M. shows removal of the tank may be an easier solution than “abandonment,” which involves cleaning and re-filling. This may be an issue for the school district, rather than the town, because the school still has an oil tank in active use, and the tanks are buried side-by-side on school property. **Follow up:** Greg Lacava will discuss with the school district facilities person to see what their intention is. Greg will also check to make sure the library’s tank has been emptied.
  - **Emergency exit lighting.** Required by the Fire Marshal. **Follow up:** Joe M. will meet with Jim Schultz to lay out a plan.
  - **Ceiling tiles in basement.** Josh Tanner and crew removed the falling ceiling tiles. Situation resolved for now.

- **Insulation for attic.** Still an open issue. **Follow up:** Louise Manteuffel will contact Eversource to explore grant possibilities.
  - **Other items.** On-demand hot water in the bathrooms, lighting for the Warren Public Library sign on the front portico remain open issues.
4. **Public comment:** Jane Manley reported that the lock on the door of the ladies bathroom is not working properly. We will look into it.

Meeting adjourned (motion by Eric/Joe) at 5:25pm

**Next scheduled meeting:** Tuesday, October 11<sup>th</sup> at 5pm.