

Library Renovation Committee Minutes
November 13, 2018

Attending: Bruce Anderson, Joseph Manley, Eric Schoenfeld
Also in attendance: Library renovation Project Manager Tom Carey
Public: None

Meeting called to order at 5:00pm.

- 1) **Minutes** of 10/9/2018 accepted as read (Joe/Bruce).
- 2) **Public comment:** None
- 3) **Emergency exit stairway update:** Project is complete! New stairway, exit door, siding, etc. Total cost: \$10,530 which has been paid. (Total was \$735 above original estimate, to deal with additional rot discovered during the demolition process, which necessitated removal and replacement of a shed roof the old structure had been sitting on). Now that the new stairway is in place, we will ask the Town to take steps to keep vegetation at the base of the stairway from re-growing.
- 4) **Project updates:** Project Manager Tom Carey contacted seven design firms and/or architects, six of whom expressed an interest in bidding on the project. Two of the designers have already toured the Library, and the other four have visits scheduled. Tom has provided each of them with a document outlining the scope of work, along with a drawing showing the dimensions of the Library. Tom will ask the designers to submit their proposals by December 7th, and the Committee will review the proposals and interview finalists by the end of December. We hope to have completed design drawings ready to send out for contractor bids by mid-February, with construction to begin by the end of March. Tom also pointed out that the Library lacks interior emergency lighting, and that will be added to the list of needed upgrades. Other updates: a committee of the Region 6 Board of Education has given permission for us to put propane tanks outside the library if we choose that as our heating solution (the school district owns the land). We would still like the school board to consider putting an industrial dehumidifier in our basement water tank room (which serves the elementary school, rather than the library). Eric will continue to ask the Board of Selectmen to make that request of the school board.
- 5) **Grants.** Library director Louise Manteuffel and Eric S. will seek grants to defray the cost of the renovations. We will start by applying to the Connecticut Community Foundation, the Northwest Connecticut Community Foundation, and the Berkshire-Taconic Community Foundation.
- 6) **Next steps:** At our next meeting on December 11th, we will try to make some recommendations/decision regarding a new HVAC system for the Library. We need to determine whether the new heating system can also provide air conditioning, while staying within our project budget.

Meeting adjourned (motion by Eric/Joe) at 6:04pm
Next regular meeting: Tuesday, December 11th, at 5pm in the Library.

--Submitted by Eric Schoenfeld