

Town of Coventry
LIBRARY EXPANSION BUILDING COMMITTEE
- - - Minutes of Special Meeting - - -
Tuesday, June 21, 2016
7:30 PM
Coventry Town Hall Lower Conference Room

1.) Call to Order

Committee Chairman Tim Timberman called the meeting to order at 7:30 PM. Committee members in attendance were—

- Tim Timberman, Committee Chairman
- Sondra Astor Stave, Committee Vice Chairman
- Kathleen Ryan, Committee Secretary
- William Bonney, Committee member
- Kristi Sadowski, Library Director
- John Elsesser, Town Manager

2.) Approve Minutes of May 19, 2016

Sondra Astor Stave moved and Tim Timberman seconded the motion that the minutes for the May 19, 2016 meeting be approved as presented. C.U.

3.) Discuss Reduction of Expansion Cost

Library Expansion Building Committee Chairman Tim Timberman and Library Director Kristi Sadowski met with the Town Council to discuss the Committee's recommendations for possible cost reductions for the library expansion project. K. Sadowski distributed to the Committee a list of these possible reductions to the building project. Town Manager John Elsesser reviewed with the Committee a report on *Debt/Mill/Tax Impact—Proposed Library Renovation (6/13/2016)* as prepared by Independent Bond & Investment Consultants, LLC. The report showed possible funding scenarios with a one-year note sale at 1.8% and the sale of municipal bonds in FY 2018 at 2% for a 3.25% cost for long-term financing. In the projected first year of the building project, there will be a reduction of debt service followed in the second year by a \$216,000 increase and then substantial drops in debt service in subsequent years. J. Elsesser stated that delaying the project too long will jeopardize state grants and other funding sources.

4.) Discuss Historic Renovation Grants

K. Sadowski reviewed funding opportunities from the 1772 Foundation for a grant up to \$15,000 and an additional \$15,000 from the State Historic Preservation

Office. These grants would address important aspects of the building project, including repointing areas on the outside of the brick structure such as the water shelf, cornice and one of the chimneys, the water drainage off the roof, and the plaster restoration both inside and on the exterior front entry way.

5.) SHPO Application

K. Sadowski distributed copies the grant application and asked the Committee to review the text portion of the SHPO grant application and get back to her with any changes ASAP.

6.) Discuss WPCA Capacity Issue

T. Timberman and K. Sadowski attended the June 2, 2016 regular meeting of the Coventry Water Pollution Control Authority concerning the library's expansion and the Library's sewer system capacity as it relates to the Coventry WPCA. At that meeting the WPCA reviewed the Library's water usage data and determined that the proposed expansion would not contribute a substantial amount of flow to the sewer system. The WPCA then voted unanimously to approve sewer service for the proposed expansion of the Booth Dimock Library with no change in billing based on water usage readings.

7.) Discuss marketing meeting, strategies, and materials

T. Timberman reported that the Coventry Lions Club is interested in having a library project presentation at one of its upcoming meetings, perhaps in September, the next time that the Club meets.

K. Sadowski led a discussion of the best dates to be present at the Coventry Regional Farmers Market at the Hale Homestead to provide information there on the library project. The Committee felt that a summer date and one in the early fall would be the most advantageous. The Sunday, August 14 "Youth Market" date was the first choice with Sunday, July 17 "Wellness" market as a second summer choice. The best fall date was determined to be the Sunday, September 25 "Fiber Fest".

K. Sadowski will prepare a one-page flyer discussing the resolutions of various questions that the Town Council members have expressed about the Library project. This flyer will be distributed to Town Council members at the June 27 Steering Committee meeting and the Monday, July 11 Town Council Finance Committee meeting.

8.) Discuss Future Schedule

Upcoming dates for Town Council and Council committee meetings were discussed:

- At the Monday, June 27 Steering Committee meeting the WPCA capacity issue and the ownership of the library property will be discussed.
- The next meeting of the Town Council Finance Committee will be Monday evening, July 11.

- The Town Council will meet on Monday, July 18 and Monday, August 1. The Town Council will need to set a date for a town meeting on the Library project so that a November referendum date can be set.

9.) Adjournment

The Library Expansion Building Committee will next meet on Thursday night, July 21, 2016 at 7:30 PM. In the Booth and Dimock Memorial Library's Community Room.

Kathleen Ryan moved and Sondra Astor Stave seconded her motion to adjourn the meeting at 9:05 PM. C.U.

Respectfully submitted,

Kathleen Ryan, Committee Secretary