

BOOTH & DIMOCK LIBRARY RENOVATION & IMPROVEMENT COMMITTEE REGULAR MEETING MINUTES

Meeting date and time: January 26, 2022. 9 am. Location: Town Hall Annex

Call to Order: By Chair Walsh at 9:02 am. Roll Call: Deborah Walsh (Chair), William Bonney (Vice Chair on Zoom), James Parada (Secretary), Dudley Brand, Joseph Jankowski, John Twerdy, Tim Ackert, John Elsesser (Town Manager), Margaret Khan (Library Director), Ken Best (DRA Architects), Jim Barrett (DRA Architects), Ronald Paolillo (DRA Project Manager), Gordon MacDonald (muralist)

Audience of Citizens: Sondra Astor Stave was present and observed the meeting.

Guest: Gordon MacDonald, muralist, spoke to the Committee about the Coventry Village mural he painted. The mural is hanging in the library near the circulation desk. He passed out some news articles about the mural to explain its history. He answered questions about the mural, storage, preservation, and repairs. Ultimately, the Library Trustees will determine the mural's removal, preservation, and storage. Several ideas were offered to display the mural again in a different venue. Mr. MacDonald reminded the Committee that the mural could be removed, hinged and used as a portable display. He then remained at the meeting as an observer.

Acceptance of Special Meeting Minutes for January 12, 2022: Motion to accept-Jankowski. Second – Ackert. Carried 5-0. Bonney and Twerdy abstain.

Acceptance of Special Meeting Minutes for Joint Meeting with Coventry Town Council January 18, 2022: Motion to accept-Twerdy. Second-Parada. Carried 5-0. Bonney and Jankowski abstain.

Reports:

*Chair Walsh summarized the joint meeting with the Town Council on January 18 and commented favorably on the accuracy of the Journal Inquirer news article about the meeting.

*John Elsessor discussed the approach of the project bid time and that DRA is preparing for the process.

*Library Director Khan and staff are assessing storage areas, shared objects, and looking at essential needs during construction. The Bibliomation library lending process will assist patrons to borrow books during construction.

*Ken Best distributed the project work schedule to the Committee. Preparations are being made for insurance and walk through requirements. The bid will be displayed on the State DAS website. Best also discussed the Preliminary Phasing Plan. (attached) This included limits on library usage, furniture moving, driveway disruption, and roofing. He also announced to the Committee his intent to retire. Jim Barrett will now be taking the lead on the project.

*Jankowski explained how supplemental fund raising by the Library Trustees is approaching the goal of \$150,000. Right now it is near \$134,000.

Old Business:

- A. Discussion/Possible Action: Carpeting. Motion by Jankowski to recess and move to the Library for a discussion regarding carpeting with Ann Marie Procopio (DRA Interior Design). Second-Ackert. Recessed at 10:15.

The Committee reconvened in the Library at 10:30. Ms Procopio showed more carpet options for the stack areas, seating areas, children's area, walkways and borders. The Committee chose the

quality, resiliency, cost and maintenance aspects of the carpet. Library staff will have the decision on designs and colors at the appropriate time.

New Business: No New Business was discussed.

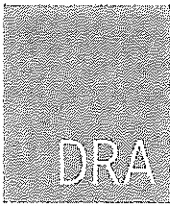
Next regular meeting of the Committee is February 23, 2022.

Adjournment: Motion-Jankowski. Second-Ackert. Carried 6-0. (Bonney could not attend on Zoom)

Adjourned: 10:53 am.

Respectfully submitted,

James Parda
Secretary



**BOOTH & DIMOCK LIBRARY
COVENTRY, CT**

January 26, 2022

Schedule 2022

- February 4th Engineers' work completed
- February 7th Send documents to cost estimator for final review.
- February 7th Obtain Insurance requirements from Town.
- February 16th Committee Meeting to review estimate comments and to authorize bidding.
- February 17th Obtain Wage Rates
- February 21st Commence bidding
- March 1st Contractor walk thru of library.
- March 21 Bid Opening
- March 23rd Committee Meeting to review Bids
- April 4th Commence Construction*
- Nov 28th Substantial Completion*

*Subject to availability of materials.