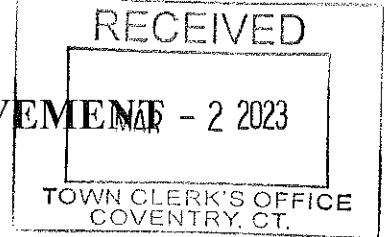


BOOTH & DIMOCK LIBRARY RENOVATION & IMPROVEMENT COMMITTEE REGULAR MEETING MINUTES



Meeting date/time: February 22, 2023. 9:00 am. Town Hall Conference Room B.

Call to Order: By Chair Walsh at 9:02 am. Roll Call: Deborah Walsh (Chair), James Parda (Secretary), Joseph Jankowski, John Twerdy, Dudley Brand, John Elsesser (Town Manager), Margaret Khan (Library Director), Ron Paolillo (DRA). William Bonney (Vice chair) and Tim Ackert were absent. ZOOM communication was not available for this meeting.

Audience of Citizens: Sondra Astor Stave observed the meeting.

Acceptance of Minutes: January 25, 2023 regular meeting. Motion to accept by Jankowski. Second by Twerdy. Motion carries 4-0. Brand abstains.

Reports:

- *Committee Chair Walsh withheld her comments for items discussed later in the meeting.
- *Town Manager Elsesser informed the Committee that the Town Council appropriated additional funds to repair the existing HVAC system which was not part of the renovation project. However, since the system was in need of repair and exposed, it was more cost effective than waiting for an untimely leak or malfunction.
- *Architect Paolillo noted that construction was going well. The work rate had increased and roofs, sheathing, elevator install preparations, rough work in the basement and many items have been completed on schedule.
- *Library Director Khan gave a detailed description of her expectations on how a move of Library assets to Millbrook Place would occur. The Interlibrary Loan program will be operable at Millbrook. Last week a test run for communications and internet was completed. The Library closure will be announced by town e-blast. The Library will be closed from March 2-7 and will reopen at Millbrook in limited capacity from March 8-31. There will be only limited internet access during this time. Library staff plans to run several programs while in their temporary location.
- *Committee member Jankowski felt the work site tour on January 25 was beneficial. Twerdy asked about the contingency fund. Elsesser said small items were adding up, but the fund was still okay. Twerdy complimented the current building official, Tim Brennan, for being helpful and competent. The Committee as a whole concurred.

Construction:

*Construction meeting and financial reports were handed out to the Committee. Chair Walsh asked questions regarding the removal of the old elevator and the long staircase. Khan said their removal was to be in May according to the detailed work schedule.

*Clerk of the Works Brand brought the Committee up to date from all his inspection visits since January 18. He reported on the new door installation, elevator work, concrete pouring, truss modification and repairs, work schedule corrections, correction of the short bolts, roof truss installation, proper wood framing, vapor barriers behind masonry, and that the new roofing was intact. A concrete slab was recently poured. Also, MBI corrected the source of the water leak over the old courtyard door. Elsesser described how additional and updated fire alarm annunciators and strobes will be installed to meet code and be cost effective. He commented on how the building official is on site to resolve issues and this helps move the project along.

Old Business: The Committee discussed how the State Building Code Department has not yet acted on a request for a waiver to change, or not change, an emergency exit from the lower level on the west side of the building.

Next Committee regular meeting March 22, 2023 at 9 am. Secretary Parda announced he will not attend the March 22nd meeting. Jankowski volunteered to take the minutes.

Adjournment: Motion-Jankowski. Second-Parda. Carries 5-0. Adjourned 10:09 am

Respectfully submitted:

James Parda

Secretary