

Building & Grounds Committee Meeting  
March 6, 2020  
10:00 AM

Present: Peter Sugar, Chair; Barbara Myles, Library Director  
Absent: Dennis Picker

1. Work on documentation for Capital Planning Committee about the library's building projects  
We reviewed and updated the revised spreadsheet that we worked on at our February 11 meeting, which contains the following columns: repairs listed by Simpson Gumpertz and Heger's description of the building component as was described in their 2004 Condition Assessment Report, SGH's estimated cost of repairs that was based on the RS Means book of cost estimates, budgeted costs at 2018 prices, the library's actual spending on the repairs, actual repair costs at 2018 prices, and the status of the repairs as of December 3, 2019.

This version includes descriptions at the top of each page to explain the values in the columns: R.S. Means book, budgeted costs at 2018 prices, and actual repair costs at 2018 prices. It was agreed to limit this spreadsheet to repairs listed in SGH's 2004 Condition Assessment Report.

Dennis wrote a draft memo to send with the spreadsheet of building projects. Peter made some revisions.

2. Status of AC1 Replacement Project

A baffle was installed in the new air handler. It stopped the air turbulence caused from the supply fan and return fan and the thumping noise has stopped. We do still hear a whistling noise coming from the diffusers in the basement near the DVDs. Our custodian, Bob Bottino, received training from Snowden for the new HVAC equipment and the maintenance tasks we need to perform to keep the equipment running well. We are waiting for training on the new controls.

3. Status of Bollard Light Repair Project

Barbara contacted Naomi Cottrell, our landscape architect, about the broken bollard light. She told Naomi what we have done to repair the light. Since a new LED did not fix the problem, she agreed that a new LED driver is the next component to replace. There is not much electrical equipment inside the light post and Naomi said that the new LED driver should solve the problem. If it does not solve the problem, she offered to call the company where the bollard light came from (Apex Lighting Solutions) and yell at them.

An electrician installed the replacement LED driver on March 8 and the bollard light works now.

4. Blue Stone Terrace

The terrace at the library entrance needs repair. There are several cracked blue stones. We think the ice melt chemicals and deliveries of hundreds of books from the statewide delivery system may be causing the damage. Peter asked Barbara to look at the man-made blue stones at the First Parish Church across the street. We may need to replace the broken blue stones with man-made blue stones.

Meeting adjourned at 10:25 a.m.

Respectfully submitted,  
Barbara Myles  
Library Director