

Building & Grounds Committee Meeting
August 4, 2020
3:00 PM
Meeting held outdoors at Library patio

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

1. Minutes of March 6 meeting

Dennis moved, and Peter seconded the motion to approve the minutes of the March 6 meeting.

Vote: Yes=2; No=0

2. Minutes of May 14 meeting

Dennis moved, and Peter seconded the motion to approve the minutes of the May 14 meeting.

Vote: Yes=2; No=0

3. Discuss collaborative meetings with Capital Planning Committee representatives

Dennis reported that Audrey Kalmus, Chair of the Capital Planning Committee, emailed him stating that she agrees that representatives from the Capital Planning Committee will attend a Building & Grounds Committee meeting. She is contacting her committee members to find out when they can meet and will get back to us.

4. 2019 Simpson Gumpertz and Heger building condition assessment – discuss the items in its list prior to meeting about it with Capital Planning Committee representatives

We agreed that the first projects to discuss with the Capital Planning Committee representatives are those that are listed as “immediate (0-18 months)” in SGH’s building condition assessment report. These include:

- a. 5.1 Main Roof – Roof Coverings and Flashings (\$5,000): repair flashing at lightning rod penetration at top of roof.
- b. 5.2 Secondary Roof – Roof Coverings and Flashings (\$15,000): copper flashing repairs at North and South parapets. Minor slate replacement at North turret. Repair leak North side of North turret (completed).
- c. 5.2 Secondary Roof – Roof Edges (Drainage and miscellaneous penetrations not included in roof coverings.) (\$80,000): Complete replacement of coping stones on North and South parapets.
- d. 8.2 Mechanical – Fire Suppression (\$7,500): Pump maintenance (completed).
- e. 9 Electrical – Service (\$1,463): Minor maintenance (completed).

When discussing these projects with the Capital Planning Committee representatives, Dennis proposed we use the maintenance budget to pay for projects costing less than \$5,000. We have big ticket projects to replace components that we do not need to replace now (boiler, AC2, AC3, electrical distribution panel, and the bluestone terrace at the library entrance).

5. Discuss bluestone terrace repairs

The concrete slab underneath the bluestone terrace is failing. We need to replace the slab

with a type of concrete that is impervious to salt. We should also replace the bluestones with artificial bluestones that are thicker than natural bluestones. Peter will get a budget price for this project.

6. Discuss additional cleaning and disinfecting needed to help stop the spread of Covid-19. State safety standards require cleaning and disinfecting the building at least daily when the library reopens to the public <https://www.mass.gov/doc/phase-iii-step-1-libraries-protocol-summary/download>. This is more cleaning and disinfecting than our custodians currently do. An additional ten hours per week of custodial time is needed to perform the required additional cleaning and disinfecting. The cost of this additional cleaning is covered under the Coronavirus Relief Fund (federal funds distributed by the state). The custodians are willing on a temporary basis to work the extra time needed to do this special cleaning.
7. Discuss offer of sculpture gift
Peter sent the information we have about the sculptures to Naomi Cottrell, the landscape architect who developed the library's landscaping masterplan. She recommends that we make a policy for sculpture donations. She is not opposed to installing sculptures on the library grounds. She suggested installing them with dense landscape, however, not in the middle of the lawn. She also recommended that we ask the donor if the library can sell the sculptures at a future time. Dennis suggested that we discuss a policy at the August Trustees meeting.

Meeting adjourned at 3:25 p.m. as rain from Tropical Storm Isaias began to fall.

Respectfully submitted,
Barbara Myles
Library Director