

Keene Public Library  
Building and Grounds Committee

Meeting Minutes for meeting held 10 AM October 7, 2015, 2015 at the Library (Green Room)

Regular meetings are held at 10 AM on the first Wednesday of each month.

Present: Drew Armstrong, Andrew Bohannon, Yvonne DeMay, Paul Henkel, Scott Martin, Kathleen Packard  
Scott Martin introduced the new Building Mechanic, Drew Armstrong.

Minutes of our last meeting were approved.

#### Large Project Review and Planning

Paul noted that City Council unanimously voted in a non-binding resolution to support the library building and Annex renovation project. This includes a confirmation of use of \$15,000 of city funding to contract with Monadnock Economic Development Corporation to prepare and submit an application for New Market Tax Credits. Andy mentioned the funds will come from the facilities budget.

#### Budget Planning

Andy said the Keene City building maintenance department will be using the Cartegraph program to capture information and manage costs. Once it is fully in use, requests for maintenance will be entered in this program. Drew has used this program in the past.

#### Maintenance Issues

Scott reported that rust at the base of the white metal columns at the Winter Street entrance of the library is being addressed next week. The entire columns will be pressure washed, sanded as needed and painted.

Replacement of the uneven concrete area adjacent to the Winter Street entrance was completed last month.

#### Parking (no report)

#### Landscaping

Paul agreed to ask the High School if they would provide mums for the urns.

Scott and Drew will get the outside irrigation water turned off for the season.

#### Old Business

Nancy Vincent and Paul plan to review the anticipated zoning change of the Annex to Central Business with abutting owners to see if they might consider being included.

#### New Business – none

Submitted by Paul Henkel