

Library Building and Grounds December 7, 2016

Present: Kathleen Packard, Yvonne DeMay, Scott Martin, Andy Bohannon, Nancy Vincent, and Jennifer Bone

Minutes of the Nov. 2 Meeting: A motion was duly made and seconded to approve the minutes of the November 2, 2016 meeting. Motion was approved unanimously.

Large Project: Nancy reported that Tappe Architects has completed 50% complete construction documents. A meeting was held with City staff from the Facilities, Code Enforcement, Fire, and Public Works department to review the drawings with the architect and WV Engineering. That group will meet again in January when the 90% complete drawings have been submitted.

Scott reported that he had spoken with representatives from Eversource who encouraged him to apply for funding for energy saving projects and rebates.

There was discussion about dispensers for paper towels, toilet paper, and soap. Scott said that he had not yet seen specifications for these but had asked for them. The intent will be for the new construction to use dispensers which can fit existing products which are used throughout all city buildings.

A meeting with IT staff, library staff and WV Engineering is being set up.

A meeting with the Energy Group, WV Engineering and the architect will happen soon to make decisions about insulation.

At the December 8, 2016 Finance, Organization and Personnel meeting of the City Council a motion will come forth to recommend that the Council authorize the City manager to negotiate and execute a Development Agreement with MEDC, the Trustees and the Friends of the Library.

MEDC is requesting Historic Tax Credits of 10% of the total project cost.

Maintenance: Scott has been working on a lot of small projects. He is still working on trying to repair or replace the water cooler in the basement.

Landscaping: The Old Homestead Garden Club has placed greenery in the urn in front of the Library.

Andy reported that he is still hoping to find funding to work on the Thayer Oak tree and will be putting in a supplemental budget request next year to fund work on the recommendations from the arborist for the other trees on the Library grounds.

The Facilities Department will be repairing the flagpole.

A motion was duly made, seconded, and approved unanimously to adjourn the meeting.

Respectfully submitted,

Jennifer Bone