

Keene Public Library

Building and Grounds Committee

Meeting Minutes for meeting held 1:00 PM September 4th, 2013

Present: Jennifer Bone, Yvonne DeMay, Paul Henkel, Judy Noonan, Nancy Vincent

Minutes of prior Meeting- Minutes from the August meeting were presented for approval.

On a motion made by Judy Noonan and seconded by Yvonne DeMay, the minutes of the August meeting were approved.

Master Plan – No report

Large Projects:

Utility Projects: Restructuring of Winter Street and the Annex lots will begin within a matter of weeks. The project funding did not include infrastructure such as a water line for future fire sprinklers and conduit for cables to support the Annex Improvement Project, irrigation for landscaping, and a raised sidewalk on the south side of the Annex. Costs will be less by doing these now and avoiding tearing up sidewalk and pavement in the future. Up to \$15,200 has been approved to be drawn from the Heberton Cost Center.

The Annex Advisory Group will start planning the next steps in conceptual design for the Annex Project.

The city has had a facility evaluation of its principal buildings. The Library and the Annex were included. Maintenance and improvements will be scheduled as future CIP projects.

Budget Planning – No report

Maintenance- The parts for the HVAC system are still on order. The air conditioning has not been working for this summer. The compressor and condenser were carefully evaluated prior to purchasing replacements. The goal is to obtain long life from the new compressor.

Parking – A parking map has been made available by the City to be handed out to Library patrons, giving alternative parking during the Winter Street road project. This will also be available on the City website. Changes will occur as the road project progresses.

A new bus stop will be situated between the NGM building and the Library (near the end of the footpath) during the road project.

Old Business - (none)

New Business – Yvonne brought to the committee's attention the matter of a serious squeak on one of Library main outside doors.

Meeting adjourned at 1:55 PM

Minutes submitted by Judy Noonan