

Newington Library Board of Trustees (LBOT) Meeting Minutes

Date: 7 Mar, 2014

Construction Portion

Present: Trustees Melissa Prefontaine (M), Gup Knox (G), Lee Lamson (L), Steve Bush (S) Jack O'Reilly (J), Library Director Scott Campbell (SC), Jeff Parks (JP) Marty Jennison (MJ),

Called to order by Chair M at 9:37

New Addition Schedule:

- Children's room will be finished about 1 week late. Clouds installation will require using a lift so floor installation has to wait. Floor materials are in hand.
- All work will complete by 3/27
- After 4/1 the only access will be into the addition
- Library will have to be closed 3/23-3/31. SC will alert patrons.
- Construction trailer will not be moved due to work shifting to the old building and parking to the new lower lot.
- New bathrooms fixtures were discussed. LBOT agreed to go with MJ's suggestions.
- Walk thru of the new addition scheduled for 3/14

Insurance: Will be needed by 3/14. The Town Administrator is supposed to be handling.

Security: New system will be armed 3/11

HDC Discussion:

- Concrete foundation- request has been made to paint to match the granite. A sample will be painted for review. JP has the lead.
- Outside trim colors- Ron, the architect has the lead on this
- Railing proposal. HDC is OK with the design
- "Dog House"-Many discussions about paint/siding/color. Plan is to reroof to match the addition. JP has the lead on the rest.

Parking: The path to the "dog house" will be paved after re-grading. There is nothing planned or budgeted for a contiguous path between parking lots. The only "path" will be via the former circular drive that will be gravel with no winter clearing planned.

Landscaping: Discussed what to do with the old well cover, getting a landscaping plan. Will re-address in a couple of months.

Tour: Meeting moved to the new addition at 10:30. LBOT addressed a couple of changes it would like to JP. Meeting moved back to the old building at 11:05.

Business Portion

Minutes: Moved by G, second by L to accept the 2/25 minutes. Approved 5-0

Children's Room Tables: After a lengthy discussion, moved by L to purchase the 21"-30", clover shape, grey "screen-like" top, side color to match the clouds, grey legs, "flipable" tables for \$1400. Second by G. Approved 5-0

Director's Desk: Discussed whether to use existing old desk and/or new one. SC has the lead.

Stackable Chairs: A mesh, folding chair was in the library to try. They hang on a rack so take up less storage space. It was agreed that 30 with black material and silver legs would look the best. 10 will have arms. SC and M have the lead to check on pricing and payment schedule.

A/V: Per S the bracket installation is in the approved contract. New addition installation is scheduled to be completed on time. S has the lead. There will be a Phase II for the old building forthcoming.

Shelving: To save money, the shelving for both the new and old buildings had to be ordered and delivered at the same time. Shelving for the old building will be stored there during renovation.

Bulletin Board: Moved by L to purchase a rotating "Magnatag" standing board with 2 cork and 2 writable/magnetic sides for \$1100. Second by S. Approved 5-0.

Vacancy: SC will work on getting it advertised during the shutdown

Computer Equipment: It was agreed to not buy it all at once but to see what the demand is first.

Moved by S, second by J to adjourn at 12:21. Approved 5-0

Respectfully Submitted

Jack O'Reilly

ACCEPTED