

TRACY MEMORIAL LIBRARY (TML)
DRAFT FACILITIES COMMITTEE MINUTES
October 12, 2022

The meeting was called to order at 4 PM. Crystal Schimpf, Library Director, Gerald Coogan, Trustee and Steven Solomon, Trustee were in attendance.

New business

The committee approved the minutes of September 7, 2022. Crystal updated the Committee on various projects including the roof repair, which will start on November 2, electrical and the recently completed painting work. An HVAC company needs to service the area in the renovated area. Justin Levesque, the new Assistant Library Director, will work on facilities. Need a new entry door into first floor restroom.

Rich Burns, a building inspector, will prepare a building inspection report on a pro bono basis. Recommended by Frank Anzalone, Rich has worked for TML in the past and is familiar with the building. He determined the odor in the boiler room was probably from a dead rodent. He will assess the outside of the building, attic space and conduct and infrared scan. Mr. Burns will prepare a draft report to be reviewed by architect Frank Anzalone. G. Coogan stated the report will give provide a benchmark for future improvements and a rationale for requests to the town for capital investments. There was a discussion of the presentation to the Board of Selectmen regarding the capital reserve request of \$75,000.

On Thursday October 27th, TML has an appointment with the Board of Selectmen to review the capital reserve request and the proposed FY 2024 operating budget.

The meeting adjourned at 4:47 PM.

Next Meeting

There will be no meeting in November and the next meeting of the facilities committee will be Wednesday December 7 at 4 PM.

Respectfully submitted,

Gerald Coogan