

TRACY MEMORIAL LIBRARY (TML)
DRAFT FACILITIES COMMITTEE MINUTES
May 10, 2023

The meeting was called to order at 4 PM. Attendance: Crystal Schimpf, Library Director, Gerald Coogan, Sherry Williams and Steven Solomon.
Guests included: Rose Bernard, an abutter and John Wiltshire, maintenance.

Appointments.

The committee met with Rose Bernard, an abutter, regarding stonewall repair concerns. Rocks been coming out of the wall. Crystal reviewed past work. Steve suggested we contact the Town Administrator in order to know exactly where the property line is between the TML and Bernard properties. There will be a site walk on Friday, May 26 at 4 PM, meeting at TML.

The committee met with John Wilshire regarding snow diversion improvements. John has taken care of snow removal for the library for a number of years and discussed roof dams, redirecting snow, accommodation of emergency access, etc. The committee will schedule a site walk.

Approve meeting minutes.

Committee took no action on the March 10 and April 28, 2023 minutes.

Administrative

Committee elected Steve Solomon as the chair and established a meeting schedule; the committee will meet the first Wednesday of the month at 5 PM. There was a brief discussion on capital reserves.

New business

Crystal presented a facilities tracking document, updated on May 5, 2023. She reviewed the document and all said it was very valuable tool.

The committee discussed priorities and action items.

The committee briefly reviewed the building assessment report.

Crystal reviewed the indoor air quality inspection findings. Crystal noted that all windows should be kept closed in the building.

Crystal discussed walkway concerns. A few pavers are missing.

Old business

Jerry agreed to contact Bob Harrington, DPW, Director, regarding generator replacement.

Crystal updated the committee on the irrigation systems upgrade, which will not be as expensive as initially thought.

The next facilities committee meeting will be on Wednesday, June 7 at 5 PM.

The meeting adjourned at approximately 5:30 PM.