

TRACY MEMORIAL LIBRARY (TML)
FACILITIES COMMITTEE MINUTES
June 5, 2024

The meeting was called to order at 4:30 PM. Attendance: Gerald Coogan and Steven Solomon.
Staff: Matthew Gunby, Assistant Director and Ben Cote, Youth Librarian

Approve meeting minutes.

The Committee approved the meeting minutes for May 8, 2024.

Old Business Administrative

Wall Project Status: Have not heard from Charles Kelsey, who had a recent hip replacement. Need the hold harmless / liability clause (S. Solomon to complete) and Charles to contact the two abutters for their permission.

Generator update: Recommend the annual contract. To be installed.

Anzalone Contract status: Anzalone Associates is reviewing the exterior of the building and will prepare a report on action items involving the roof and other exterior work such as trim, the front door et cetera. Complete all work by June 30, 2024.

Pleasant Lake Painting and Repair Update: Underway.

Review Facilities Tracking Document: Nothing new to report.

Next Meeting: **Wednesday, August 7, 2024 at 4:30 PM.**

The meeting adjourned at approximately 5:05 PM.

Respectfully submitted,

Gerald Coogan