

Building and Facilities Committee

Minutes of 6-27-19

Tracy Memorial Library; 6:30 p.m.

Members Present: Cross, Lewis, Williams, Bianchi,
Hogland, Sherman, Cardillo

Absent: Bowers, Beasley, Cannon

Guest: Sandra Licks, Tracy Memorial Library Director; and Frank Anzalone,
Tracy Memorial Library Trustee

The meeting was called to order at 6:30 p.m. Mr. Cross, Vice Chair, chaired the meeting.

1. *Tracy Memorial Library Report.*

The Committee took a tour of the Library under the guidance of Sandra Licks, Director. The tour started in the lower level and progressed to the upper floors in a systematic manner. During the tour Sandra Licks highlighted items that had been addressed along with the wish list of work that is identified on her Building Committee Synopsis for June 27, 2019. During the tour Ms. Licks pointed out the specific items in her report and they were discussed with the committee members during the tour.

(Written report attached hereto as Attachment A and made a part hereof.)

At the conclusion of the tour at around 7:20 in the first-floor meeting room Ms. Licks noted that Tracy Library has a very good site, in the center of Town, and the space was excellent. She noted that the Library is constantly redefining itself and she is happy with the current space that is available. There was discussion as to what the library of the future looks like. She commented that it might be a community center or social gathering place. There being no further conversation, Ms. Licks and Mr. Anzalone were thanked for their time and they left the meeting at about 7:30.

2. *Approval of Minutes*

The minutes of the previous meeting of June 20, 2019 were reviewed by the Committee, and were then approved unanimously.

3. *Reports*

Mr. Cross updated the Committee on the North Branch work at the Buker building, noting that work is progressing nicely, and completion is expected in mid-July. It appears that the entire project is still on track for a total cost of around \$600,000. Chief Anderson has commented that the contractor has done a great job in conducting the work in the close quarters with the Police Department.

4. *Discussion of next steps/future meetings.*

The Chair reminded the Committee that the next meeting, July 11, would be in the Syd Crook room with Kim Hallquist, Town Administrator and Linda Nicklos, Town Clerk, for their assessments of the Academy building needs, and to take a tour of the Academy Building.

The Chair then noted that the Committee had agreed at its last meeting (June 20) that the agenda for the meeting on July 18 would be a discussion of the buildings and needs of those facilities the Committee has visited, and devising a system of putting this information together in one source notebook.

The above comments generated much discussion and the committee in attendance recommended that Mr. Cross convey to Mr. Bowers that the next meeting on July 11 should be devoted to a review of the facilities already visited. The committee wants to discuss what are we trying to accomplish with these facility tours. It was recommended that we concentrate on an open discussion on July 11 internally and to postpone the meeting with Kim Hallquist and Linda Nicklos to a later date.

5. *Action Items.*

- a. Chair to notify Mr. Bower of the request to have an open discussion on 7/11.

The next meeting is scheduled to be held in the Syd Crook room on Thursday, July 11, at 6:30 p.m.

The meeting adjourned by unanimous consent at 8:00 p.m.

Respectfully submitted

Rip Cross, Vice-chair/Secretary

Tracy Memorial Library
Building Committee Synopsis for June 27, 2019

1. Current major building needs and repairs.
 - LED conversion project (slated for July/August)
 - Stack Room roof and flooring
2. Current maintenance needs not attended to in the ordinary course.
 - Two areas of exterior rot and peeling paint
 - Repair/refinish original Tracy furniture
3. Current space needs for activities/personnel/storage/other reasons; to include a statement of the function supported by any proposed additions/changes to the respective building(s).
 - No request for current additions/changes to the building
 - Need for additional storage could be accomplished by clearing out existing spaces
4. Future major building needs and repairs.
 - Fire suppression system
 - Replace remaining 1990 flooring
 - New furnaces and mechanical systems
 - Rebuild perimeter stone walls
5. Future maintenance needs not attended to in the ordinary course.
 - Renovation of kitchenettes and bathrooms
 - Interior and exterior paint
 - Repaving of parking area
6. Future space needs for activities/personnel/storage/other reasons; to include a statement of the function supported by any proposed additions/changes to the respective buildings.
 - Possible expansion of youth services department into current storage areas