

Joint Virtual Meeting of Library Trustees (Trustees) and Library Building Committee (LBC)
Monday, December 5, 2022 6:00 pm

Participants:

Jim Kolb - LBC Chair
Richard Littlefield
Adam Page
Alexis Madison
Mark Brown

Brian Conolly - Trustee Chair
Mary McKenna
Frank Orlando
Sue Lepard
Max Klaisner
Erin Carroll

Liz Anderson (Interim Library Director)
Jeremy Marsette (Town Administrator)
Tom Gatzunis (CHA)
Peter Byerly (BAA Architect)
Dianne Moores (Town Asst Administrator)
Deb Siefring (Town Interim Finance Director)
Sean Killeen (DPW)
Heidi Doyle (Town Treasurer)
Jeff Waldron (Select Board)
Eric Johnson (Select Board)
Mary Moore (Landscaping Subcommittee)

[Note: Purpose of the joint meeting was to vote on Library Opening and Ribbon Cutting Ceremony dates. Too many unknowns as of December 5, 2022, preventing these votes from taking place.]

Call to Order, LBC Chair – J. Kolb
Call to Order, Trustee Chair – Brian Connolly

1. LBC Voting of Minutes – Nov. 7, 2022 * Unanimously Approved.
2. Trustees Voting of Minutes, Special Meeting – Oct. 25, 2022 * Unanimously Approved
3. LBC Chair's report
 - a) Invoices for approval - Tom Gatzunis (CHA)
All invoices reviewed and approved or conditionally approved.
4. Trustee Chair's Report
Looking for a move-in date to establish a go/no-go date for the ribbon cutting ceremony.
5. Library Project Update – CHA, OPM
 5. OPM Report
 - a) Ductwork replacement update

- b) Carpet fulfillment update
- c) TCO progress
- d) Move-in date & coordination
- e) Overall schedule update
- f) Budget update

Discussion involving move-in date, what tasks remain. Not everything will be completely finished. We will get a Temporary Certificate of Occupancy. Vendors know work to be completed in Spring.

Sean Killeen: Will move into a less than perfect building. Don't want to wait four months for the weather to cooperate before we fix everything. No one is signing off on incomplete work. Will be scheduled for later in the spring.

6. Date of next LBC virtual meeting: Monday 1/9 at 6 pm ? (1/2 is a holiday) 7:05 p.m.

Library Trustees: Reopening Plan - B. Connolly, M. Klaisner, S. Lepard 7:20 P.M.

Temp CP next week

Trying to get move-in date (Final cleaning before any move-in – anticipating week of Dec 19)

Move in complete by mid-January

Need 6 weeks to plan the reopening – long discussion around go-no go dates

Max Klaisner requested a schedule to have a better sense of what the tasks and dependencies were to get us to date for move-in. Responsibility Matrix needed to target a date.

Brian Connolly suggested potentially Feb 4 or Feb 11, 2023 for Ribbon Cutting Ceremony

Finance Discussion: Tree Care Maintenance invoice – F. Orlando, E. Anderson

\$2159. Fertilization - Take out Operating Budget or the Landscaping Endowment Fund?

(Not DPW budget)

Mary Moore: We need an agreement for annual cost of town campus trees. Has to come out of Town Operating Budget – which one? These are Shared Services (trees) on the Town Campus

Jeff Waldron: We should consider Shared Services when we approach this funding.

The Advisory Committee will look at this for next year's budget

Vote to Adjourn to Executive Session under the following exemptions, not to return to Open Session.

* LBC TRUSTEES Item 1: To discuss strategy with respect to threatened potential litigation if the Chair so declares that an open meeting may have a detrimental effect on the litigating position of the Town, and the Chair does so declare, to discuss the Town Library pursuant to M.G.L. Chapter 30A, Sections 21(a)(3) and (7) and Suffolk Construction v. DCAM, 449 Mass. 444 (2007);

Roll Call Vote. 7:32PM

LBC: Jim Kolb – Yes, Richard Littlefield – Yes, Adam Page – Yes, Alexis Madison – Yes, Mark Brown - Yes

Trustees: Brian Conolly - Yes, Erin Carroll – Yes, Sue Lepard – Yes, Max Klaisner – Yes, Mary McKenna - Yes, Frank Orlando - Yes