

Minutes
Sherborn Library Board of Trustees
August 15, 2017

Present: Library Director Elizabeth Johnston, Chairwoman Mary Moore, Kristiina Almy, Brian Connolly, Chris Kenney, Jennifer Searle

Also present: Libby Yon

Call to Order:

The meeting was called to order by Chairwoman Moore (MM) at 7:30 P.M. All of the Trustees present had joined the Board of Selectmen meeting at 7:00 P.M. for Whitewater, Inc.'s discussion of their water testing results and assessment of the Town well. The presentation was for informational purposes only, as Whitewater discussed options and will be coming back to the Selectmen with cost estimates of the different options, with the primary objective being how the well will be fixed and back online as soon as possible. For further information, please see the minutes from the Board of Selectmen Meeting on August 15, 2017.

After the Whitewater presentation, the Trustees relocated and met at the Police Station for the regularly scheduled meeting at 7:30 P.M.

Voting of Minutes:

The minutes of the Trustees' meeting held on July 18, 2017 were reviewed and approved unanimously.

Mary Moore (MM) reported on two recent Planning Board Meetings. July 31: Planning Board (PB) discussed options whether to remove or preserve trees behind the Library that the PB believed Library construction damaged and to potentially bond the trees (a cost assigned to the contractor) and, further to eliminate and relocate two parking spaces that are near the Library path to the new addition. These spaces are of the few that take patrons closest to the path that leads to the new addition entrance. The PB voted to pursue bonding the trees and to relocate the parking spaces

August 7: Library Building Committee (LBC) meeting, John Higley and Chris Owen (two members of the PB) were present. The PB members also heard an informative report from Peter Wild, an arborist from Boston Tree Preservation hired by the Library construction architects, who reviewed the health of the trees in regard to construction and provide recommendations.

After hearing from the Arborist and from Elizabeth Johnston about how loss and relocation of parking spaces nearest the Library will impact pedestrian and patron access to the Library, they agreed to reconsider their deliberations.

The LBC voted to recommend that the Planning Board consider approving removal of the large sugar maple which was already in decline and to leave the parking as planned. The LBC also expressed doubt about whether the Town would properly care for the trees long term. The PB requested a summary be presented at their August 15 meeting.

Friends of the Library Report: Elizabeth Johnston (EJ)

The Summer Concert Series concluded successfully. The Friends next meeting is scheduled for September 14.

Subcommittee Reports:

House Subcommittee: Chris Kenney (CK)
Library Building Committee (LBC) updates:

CK briefed the Trustees that a recovery schedule has not yet been provided from Five Star Building Corporation (FSBC). However, given the expected delays, it was appropriate to discuss with Sherborn Community Center (SCC) an extension until April and also notify other vendors of the delay.

Beacon Architectural Associates (BAA) sent a letter to FSBC on August 11 requesting the removal of the foundation that had been made with substandard concrete.

There are continued concerns about project management oversight and needing to fill the Clerk of the Works position which has been vacant as well as providing written weekly updates.

In response to the Town well, Whitewater, Inc. was retained to investigate the source of the total coliform trace reading and recommend remediation options. Town Administrator David Williams is working directly with White Water and the MaDEP on this matter.

Payment requisition #7 for \$94,744 was approved for payment by the LBC. The Trustees voted and approved a motion to accept payment requisition #7.

The project budget was updated on August 14 and distributed, reflecting an Eversource utility back charge increase by \$10,763. The Trustees voted and approved a motion to accept the change to the budget.

Sherborn Library Interior Committee (SLIC) updates:

Despite delays in construction, interior design and furnishing recommendations will continue to be reviewed and approved.

Muralist Robert Evans will be scheduled to present ideas to the SLIC in the coming weeks.

Discussions have continued about either preserving the existing roof, or buying a new roof (which may cost less than preserving the roof).

Finance Subcommittee:

With the absence of Jim Murphy and Hank Rauch, and in the interest of time, there was no report.

Personnel Subcommittee: EJ

Librarian Donna Bryant announced she is retiring October 13. Town hiring policies will be followed, with a job description to replace Donna being posted on August 31.

Trustee Stacey Brandon is moving out of town and has formally resigned as of August 15th. The Trustees discussed identifying candidates and initiating the process to appoint a new trustee.

MM also asked that the Trustees review the Board of Trustees Committee assignments and to be prepared to discuss them at the September Trustees meeting.

Community Relations Committee: Kristiina Almy (KA) and Jennifer Searle (JS)

The Trustees discussed how to communicate changes to the Library construction project and considered communications activities when significant decisions had been made there was information share on a new project schedule.

Policy Review Subcommittee: Brian Connolly (BC)

Trustees' comment had been received on the draft of a Website Policy distributed at the July Board of Trustees Board meeting. The recommendation was to re-circulate the proposed policy and take a final vote to approve at the September Trustees meeting.

Library Director's Report: Elizabeth Johnston (EJ)

In the interest of time, EJ deferred on giving a Library Director's Report

Unfinished Business:

The Trustees briefly discussed efforts on engaging Maureen Nguyen from Savvy Philanthropy. She has assisted Library fund raising in the past.

The Trustees adjourned at 8:40 P.M. to join the PB Meeting at Town Hall to discuss with the PB whether to remove or preserve trees behind the Library and whether to eliminate and relocate two parking spaces that are near the Library path to the new addition. For further information, please see the minutes from the PB Meeting on August 15, 2017.

Upcoming Meetings:

Library Building Committee, September 11, 2017 at 7:00 P.M. at the Police Station

Library Trustees, September 19, 2017 at 7:30 P.M. at the Sherborn Police Station

Construction Site Meetings, Ongoing – Wednesday 1:00 P.M. Construction Trailer

Respectfully Submitted,

Brian Connolly

Recording Secretary

Materials Distributed at the Meeting:

1. Agenda
2. Minutes from Library Trustees Meeting held July 17, 2017
3. Sherborn Library Construction Project Budget August 14, 2017
4. Sherborn Library Construction Project Update from Mary Moore, Chair of Library Trustees dated August 11, 2017