

**Montague Board of Library Trustees -- Building Subcommittee**  
**19 October 2022 -- 3pm, Montague Center**

**attendance** Tricia Perham, lydia ievins, Will Quale, Caitlin Kelley, Water Ramsey

**3:31pm** called to order

**Feasibility Study for a new main branch in Great Falls**

Walter told us that Steve Ellis suggested doing a feasibility study exploring several potential sites for a new main branch library in Great Falls given the outcome of the Trustees' Special Services survey earlier this year. Steve said we could request ARPA funds from the town for this feasibility study if we determined that was the best funding source (after looking at whether this study falls under the remit of money remaining from an earlier related study, and after considering timing and other factors).

We revised and refined a letter drafted by Caitlin which will propose the study to the Capital Improvements Committee. Anticipating likely responses, we clarified that this goal is to improve the main branch in Great Falls (without affecting the Montague Center or Millers Falls branches, again in line with the outcome of the Special Services survey). Caitlin's revised letter will be presented to the full board of Trustees at their 24 Oct meeting for approval.

**Montague Center Library masonry repairs**

A recap, largely for Walter's benefit: Masonry repair will happen in the spring, due to timing of bidding and scheduling: our goal is to solicit bids this winter so it can be on a contractor's schedule for the spring. Tricia met with a mason to discuss trade-specific language we should use; the mason recommended we look at the Cutlery Block specs as a template; we found these specs were good but not too specific, so we are still refining our description of specific work to be done. We want Walter to run the bidding process, which he will do: he just needs the scope of the work from us, nothing more.

**Carnegie Library basement project**

A recap, largely for Walter's benefit: We hope the basement project will be done this winter. We have an outline and specs from Palmeiri and Renaissance Builders; we have some specs for HVAC from Jason Burbank; Tricia will assemble this information and mark photographs. Walter will run the bidding process and again just needs the scope of the work from us, nothing more. We are grateful. Moving things in the basement prior to work will be a big volunteer job. This project should have a project manager (who is not the Trustees or Caitlin), and there may not be room for in the budget for that; there's no existing protocol for hiring expert oversight for town projects: this gets handled on a case-by-case basis according to Walter.

**Montague Center Library building maintenance updates**

We saw cracked windows which should be reglazed. We observed missing storm windows (and absent screens, and the unwished-for bird (pining for the fjords), and other things), and will ask Steve for money to make fix what needs to be fixed here (easily justified, we think, given the investment in minisplits). We looked at the (back stairs) bathroom and think Jon Dobosz should be more involved in maintenance of this area (bathroom and stairs) since technically it's not "our" bathroom. We looked at the new roof leak (from inside) and thought about ways to capture water or, if needed, send it out the

window in an emergency. We determined we should ask Steve for money to fix the roof and get it patched before winter. Tricia knows someone who can give a quote on storms. Will will document the windows (descriptions and photographs).

### **Carnegie Library building maintenance updates**

The looming tree has not yet been addressed; perhaps now that the tent is down, this has been deprioritized; we watch with anticipation. Carnegie Library windows will be washed.

### **Millers Falls Library building maintenance updates**

Minisplits for Millers Falls will happen: Walter will nudge the contractor.

### **Millers Falls Library window improvements**

In light of the incoming minisplits, we discussed putting real windows in the rear of the Millers Falls library: vinyl replacement windows would be an inexpensive solution and substantially better than the plastic that's there now. Will will measure and photograph these windows so Tricia can get a ballpark estimate. We may be able to bundle the Millers Falls window project with the Montague Center window project when asking for funds: slightly different, but same idea.

**5:26pm, motion to adjourn**