

April 19, 2022

Meeting was called to order at 7:01 by Cat Holbrook.

Board members in attendance were Brenda Conca, Cat Holbrook, Susan Murray, Jennifer Lonergan, and Interim Director, Janice Allman. Also in attendance, East Bridgewater's Town Administrator Charlie Seelig and East Bridgewater's Facilities Manager, Brian Kiely.

Board Member Russ Hannagan arrived later in the meeting.

Bills signed.

Due to the town administrator and facilities manager attending the meeting, the meeting began with new business

New Business

- Charlie Seelig discussed conversations he had with our previous Director. The conversation included the new roof, door being replaced, and every day regular maintenance of the library.
- Discussion of current janitor service began.
- Janice Allman expressed concerns with ants, windowsills, stairs being muddy with foot prints. There is no issue with emptying trash and recycling. A monthly deeper clean was suggested. Charlie Seelig said a checklist of concerns would be helpful.
- Brian Kiely said that there are staffing issues within the cleaning company (Lynch) that was hired and that this is an issue with all town buildings, not just the library. He said he would have a discussion with the cleaning company.
- Brian Kiely said that the boiler had been replaced, circular pumps were replaced. Radiators were not replaced. Water meters were replaced. The boiler was painted and exterior lighting was added outside of the building.
- Discussion from the facilities manager turned to the feasibility study for the roof. He said it would be a long process and that it was \$50,000 for the study. An article on town meeting was added to address the slate roof replacement need as well. He believes that the slate roof is original to the building 125 years ago.
- Brenda Conca inquired about the bidding process for the roof. Mr. Kiely that was 14 days out to bid.
- Mr. Kiely also said that the Central School roof, which was done summer of 2021, was \$1.4 million. We need to accept the lowest qualified bid. It was a very tight bid package. The slate roof was on the checklist.
- Brian Kiely discussed challenges with Central School roof. They were supply issues, etc.
- Brian Kiely discussed issues that need to be addressed, areas of concern with the library building and grounds:

The back stairwell to the children's room, the septic system, the AC unit on the roof needs to be replaced, windows need to be replaced, exterior brick needs to be repainted, parking lot needs to be resurfaced.

- Mr. Kiely turned the discussion back to the article to replace the door and to make the building ADA compliant. If the roof project money exceeds 30% of the value of the building, then by law the building needs to be ADA compliant.
- A "Master Plan" for the building was brought up to address best use of all space. A \$100,000 feasibility study was discussed for this plan.
- Landscaping was going to be addressed soon, especially clearing the front door.
- The ongoing tween issues were discussed with Charlie Seelig and Brian Kiely. Mr. Seedleak discussed the parents/kids sign a code of conduct. There was a suggestion of a sit down conversation with all of town leaders.
- Russ Hannagan made a motion to meet with the chief of police with Brenda Conca and Jennifer Lonergan in attendance as well. Brenda Conca seconded.
- Janice Allman suggested using the donations in Connie Love's name for gaming for the libraries YA department instead of trees as now we are clearing trees.
- Cat Holbrook asked for a timeline for the door. Charlie Selig said he was checking with Town Hall about free cash for the door, possibly after July 1.

7:55 Town administrator Charlie Seelig and Town Facilities Manager Brian Kiely left the meeting.

Scribes Report

- Brenda Conca made the motion to accept the scribes report. Jennifer Lonergan seconded.

Motion passed

Director's Report

- The June 15 party committee has been working hard to make a great day.
- Staffing concerns were addressed for celebrations.
- Motion to accept the Director's Report was made by Susan Murray and seconded by Brenda Conca.

Motion Passed

New Business

- The warrant for Town Meeting was discussed.
- The book budget increased by \$18,000. Approved by Finance Committee. Awaiting for town meeting on May 9 to see if this goes through.
- Janice Allman discussed possibly closing the library on Fridays from 2 to 5 if the tween issues were not addressed.
- Discussion of the search for the new Director began. It was decided that May 16 there would be a re-post of the Director's search to multiple search sites. Board members in

attendance reviewed the current candidates and discussion of candidates began. Cat Holbrook said she would email a previously discussed qualified candidate.

- Janice Allman discussed a memo of understanding to be discussed at the next meeting for Percy Child and possibly Rebecca Reynolds.
- A reimbursement for Anne Vantran needed to be voted on for banners she purchased for the 125th year celebration. A motion to reimburse Anne was made by Russ Hannagan and seconded by Brenda Conca.

Motion Passed

- Attention was made that this was the last meeting for Cat Holbrook and Susan Murray. A transfer of materials to current members was made from Cat Holbrook. A well-deserved conversation of thanks was made to both Cat. Holbrook and Susan Murray for their dedication and years of service to the community of East Bridgewater.

Cat Holbrook adjourned the meeting at 8:39 PM

Next meeting May 17, 2022 at 7:00 PM