

George H. Stowell Library Trustees (with the LEC)
Meeting Minutes
19 April 2022

Present: Laura Cousineau (library trustee), Kathi Patterson (library trustee), Susan Chandler (LEC), Caroline Storrs (LEC), Heidi Jaarsma (LEC), Larry Dingee (LEC), Dillon Gallagher (LEC)

Citizens Present: Colleen O'Neill, Bill Gallagher, Stephanie McAndrew, Sandy Guest

1. Laura called the meeting to order and reviewed the agenda at 6:30 pm.
2. There was no objection to the postponement of the approval of the 29 March 2022 meeting minutes as copies had not been emailed to the committee members. The library trustee minutes for the April 5, 2022 meeting with Tom Ladd were approved at the Library Trustee meeting of May 05, 2022.
3. Previous actions and discussions
 - a. Kathi reviewed the content of her three previously distributed handouts - an outline for the renovation and operational costs of both buildings titled "Comparative Analysis," a list of statistics, drawbacks, disadvantages, and ADA requirements for the current building titled "Renovating the Current Library Building," and an itemization of ADA requirements titled "Shelving and Furniture the Loss to ADA Requirements." She emphasized that they were working documents and could be revised when Tom Ladd's and MA-KE's reports are received. Caroline suggested a subcommittee be formed to work on the analysis.
 - b. At Laura's request, Larry reviewed his meeting with the Selectboard after Town Meeting. He had requested a new proposal for renovations to the Stowell building from Chris Kennedy of MA-KE in early March and had taken this new proposal and contract to the Selectboard for signatures. The new contract was for \$12,711 and was to be paid from the monies approved at March Town Meeting. MA-KE had also quoted an additional \$4,378 to pay for energy modeling for the Stowell building and \$1,200 for a construction cost estimate for a total of \$18,289. This money was also included in the warrant article request that Heidi had amended up to \$25,000 at the March Town Meeting.

Larry also stated that he felt that, after the meeting with Tom Ladd, it became very clear that everyone meeting with MA-KE will cause too much confusion. He recommended limiting the number of people. Dillon stated that there needed to be clear and accurate minutes. There should be no small talk with Chris Kennedy.

When Susan asked Larry why he felt a whole new plan was needed, he explained that his reasoning for asking MA-KE for a new plan was because he had heard deficiencies in the present plan expressed since January.

Stephanie McAndrew stated that the librarian(s) should be a part of any discussion on renovations of the Stowell building.

Any subcommittee meeting with MA-KE that has four or more committee members and the two (2) library trustees would constitute a quorum of the committee and of the library trustees and would need to be warned. A committee was created to interact with MA-KE made up of Larry Dingee, Dillon Gallagher, Caroline Storrs, Stephanie McAndrew (Town Librarian) and possibly Richard Scheuer (Library Trustee). Laura was going to ask Richard if he would also be a part of the discussion with MA-KE as a library trustee should be part of this discussion. She will report back with his answer.

Heidi stated that she had not received the written report from Tom Ladd, consultant hired to go over the existing library with eye to handicap accessibility.

4. In a recap of progress since last meeting:
 - a. The decision was to postpone any discussion until we get Tom Ladd's report.
 - b. Open Forum - Caroline and Susan have completed the request for a \$500 Tasker Fund grant toward the costs of the community-wide mailings. Heidi spoke to the need for paper and electronic surveys. We are still searching for a date when Town Hall and Gwyn are both available.
 - c. Community Center subcommittee - Caroline suggested that there be a small subcommittee to do the research for presentation to the whole committee - Laura and Heidi.
5. Heidi presented a Power Point presentation of what she had learned from her research in regard to ADA requirements in library buildings, paying particular attention to what the "20% rule" means and how it effects the projects being talked about.
6. Larry distributed a handout - Proposed Design Goals for Cornish Library and Historical Society Building. He asked the committee to review and provide additional comments as necessary. Topics were 1) Provide running water and septic with at least one (1) ADA compliant bathroom, 2) Create ADA compliant access to all three (3) levels of the two buildings by building a connector between them, 3) Increase book stacks space in library by 1/3, 4) Create new central entrance to library that is wheelchair accessible, 5) Provide for eight parking spaces and one wheelchair accessible parking space, 6) If possible, have new roof design capable of accepting solar panels with a south facing exposure in the future and asked that everyone get back to him with anything that needed to be added.
7. Discussion of the final phase toward developing a communication strategy and creating subcommittees to reach that goal, as proposed by Caroline, was postponed to the next meeting. Her suggestions included:

- a. The Foundational and Input Forum
- b. Short informational film
- c. Organization of the architectural plans to the community
- d. Organization of house gatherings
- e. Gathering of information for continuation of GSL as library (MAKE)
- f. Development of the Final Report.

8. The next meeting will be Tuesday, May 17 at 6:30 at the Town Office Building.

9. The meeting was adjourned at 8:15 pm. (Notes by Kathi Patterson)