# Bolton Public Library trustees September 29, 2021

Via Zoom

Attendees: Kelly Collins, Pam Czekanski, Bob Zak, Tricia Neron, Ann Hurd, Bob Guerrero

Meeting was called to order at 4 PM. The first order of business was a discussion with the Advisory Liaisons-Bob and Ann. We discussed some of the repairs that have been made at the library over the past year which included replacement of the water pressure pump, water fountains and the well pump failure which affected both the Library and the Public Safety building. We also discussed the upcoming budget cycle where the trustees would like to restore some of the items that were cut last year as they were not needed during the pandemic. These included Programming and Travel and Meetings. We also discussed the fact that we have installed more efficient HEPA filters which are appropriate in a COVID environment but will cause the HVAC system to run more as they are thicker. We also discussed the hourly rate for the shelver position where we hope to keep in line with the state minimum wage going forward.

We also discussed the upcoming plumbing repair work which needs to be done to fix the sewer drain from the first floor rest rooms. Randy and Bob have worked closely with GGD, the engineering firm to assess the problem and develop a plan to fix things. The estimated cost is between $85-100,000. The work is estimated to take approximately 12 weeks to complete. We asked the Advisory liaisons if there is any way to find some money to get this project going before Town Meeting next May. They agreed to go back to Advisory to see. If not, this will be on the warrant in May.

We also discussed the Children’s room and the appointment system. After learning more about the utilization of the time slots, we agreed to keep the existing policy in place. The Children’s staff will explore using some 15 minute slots to allow more patrons to use the children’s library on busy days. There would be a 30 minute maximum time per household.

We also discussed the garden design plan for renovating the gardens around the library. The total cost for the design from Wheat Landscaping is $2500. The Friends are willing to contribute $500. Pam made a motion to use state grant money to cover the remaining $2000. Bob seconded the motion and it was passed unanimously. We will ask Wheat Landscaping to include a list of maintenance and timing to assist with ongoing care of the new gardens. We also discussed the dead tree which was removed in the island in the parking lot.The Trustees would like to replace the tree and Bob will discuss this with Randy Heglin at the DPW.

Bob, Kelly and Randy will examine the carpet remnants in the basement to see if they can be used in the area between the restrooms after the construction project. Kelly will also investigate getting tile to match the existing tile for this project as well.

Meeting was adjourned at 5:22 pm.

Bob Zak Pam Czekanski Tricia Neron