Bolton Public Library Board of Trustees

February 15, 2022

Meeting Minutes

Attendees: Kelly Collins, Pam Czekanski, Jan Gottesman, Tricia Neron, Pam Powell, Stan Wysocki, Robert Zak

Via Zoom

Agenda:

1. (Request for reconsideration of a vote taken on 2/1/2022); Application by Town Clerk for use of the Library Program room on Monday, March 7, 2022.

(RZ) This topic is on the agenda for two reasons:

1. Both the Town Clerk and the Board of Library Trustees agree that the Library Program Room would be the best option for the Town to support the annual Town Caucus.

And, because

1. We have not yet come to agreement on exactly how to achieve this common goal.

Positions:

* Bolton Library Trustees: In meeting our statutory responsibility for managing a *Public* Library, the Trustees are sticklers on providing consistent access to Library resources to the Public. By our policy, built on 10 years of experience operating the expanded library, the program room is available for reservation on days the library is open, for programs that start before the library closes. Every request outside of this policy is reviewed by the Trustees as an exception. A "standing exception" for any group amounts to a change in policy, which the Trustees do not wish to do.

To address the Annual Town Caucus, the Trustees voted at our previous meeting two resolutions. These committed the Board not just to hosting, but formally sponsoring the Annual Town Caucus in the Library Program room, starting with this year's Caucus. This as long as the Caucus could be held on a day the Program room is available for reservation to the public. With forbearance, any day other than Sunday or Monday.

* Town Clerk: By long tradition, the Town Caucus is held on Monday, with results returned to the state on the subsequent Thursday. This provides the maximum time allowed by law (72 hours) before Friday, when Town Hall is closed, to obtain signatures from nominees not taken at the Caucus itself. By tradition, the Town also accepts nomination papers up to this time. The Town clerk wishes to continue this tradition for 2022. Despite looking, the Town clerk is without alternative for this year's Caucus venue, and requests use of the Library Program room on Monday, March 7.

Pam Powell: Acceptable summary of Town Clerk position

Motion: To approve the request by the Town Clerk to reserve the Program from for Monday, March 7, for the 2022 Bolton Town Caucus (PC). Seconded (TN)

Public Discussion:

Stan Wysocki (representing himself; not BoS) Is in favor of the motion. Notes that Library Program room has been used multiple times for the Town Caucus since 2013.

RZ: Agreed that Program Room used multiple times. This as a result of long-term desire to hold the Caucus at the Library by the Trustees, and a series of exceptions to the program room policy (undesired by the Trustees for the very reason that it creates and unwanted precedence).

Vote: Motion approved unanimously

RZ: Our previous resolution remains in effect. That is, that the Library Trustees offer to sponsor the Town Caucus annually, on any day of the week \*other than Sunday and Monday\*. If Monday remains a hard requirement for the Town Clerk, we very reluctantly request that she seek an alternate venue for future caucus events.

Public Comment: Town Clerk remains frustrated with the position of the Trustees. StanW commented that while welcoming the current decision by the board, he expects the Selectmen to take up the long term use of the program room for Monday Caucus at some future date.

1. Approval of January and February 1, 2022 minutes: Motion made to approve these two sets of minutes (PC); seconded (TN); passed unanimously
2. Director’s report, including vacation request:
	* No questions from the Board.
3. Building and grounds updates, including plumbing
	* Feedback on Draft RFP/Related Issues:
		+ Both ground floor restrooms will be closed to the public for the duration of construction**. This would leave the only public restroom the one in the Children's Room**.
			- Consider (high quality) rental of portable restroom for patrons
		+ Add requirement that contractors provide their own restroom facility.
		+ In the event that water or sewage to the building must be shut off, contractor will give a 5-day period of notice to the Town/Owner.
		+ Contractor required to do a final cleanup of the affected areas, including Program Room.
			- Includes dust mitigation in Program room. E.g. Sealing off kitchen area; protecting woodwork; protecting HVAC system.
		+ Any staging of construction vehicles and equipment can't block or impede access for emergency and delivery vehicles.
		+ Any staging of construction vehicles cannot impede flow of traffic in parking loop
		+ Handicapped parking spaces and sidewalks must remain clear
		+ WRT keeping the building open as posted, the missing time on Saturdays is 2 p.m.
		+ removal of plantings along the back of the building and replacement with bark mulch; mulch and path – stone dust. Handicapped egress required.
		+ Rock wall: Specify that stones from this historic rock wall be removed, stored on site, and used to restore the walls.
	* General Information about Project
		+ General Timing: Pending confirmation of funding source. Trending heavily towards using partial proceeds of Federal ARPA funds. Select Board March 10.
		+ Randy conscious of framing the contract with current supply chain issues in mind (i.e. avoiding case where construction starts; a must then stop for an extended period for lack of supplies; before being completed).
		+ Specific Timing: A sense of how and how long all of this will affect staff, visitors, delivery vehicles (which are here Monday through Friday without fail), and normal posted hours. Events and speakers.
4. Next Meeting: March 15, 2022 at 4:00 pm, zoom.
5. 4:37 pm: Motion to adjourn (PC); seconded (TN); approved unanimously

Respectfully Submitted:

Pam Czekanski Trica Neron Robert Zak