TOWN OF GRAFTON

GRAFTON MEMORIAL MUNICIPAL CENTER
30 PROVIDENCE ROAD
GRAFTON, MA 01519

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2022 MAR -1 AM 9:21

Library Planning and Building Committee MINUTES

Remote meeting / Zoom only- Monday, February 7, 2022 6:00p.m.

In attendance: Lisa Rice, member at large; Beth Gallaway, Library Director; Mary Fritz, Chair; Julie Grace, Co-chair; John Stephens, Historic District Commission representative; Andy Jefferson, Finance Committee liaison; Doug Bowman, Board of Library Trustees and Prabhu Venkataraman, Planning Board liaison.

Absent: Doreen DeFazio, Selectboard representative

Guests: Ron Paolillo, DRA

Call to Order : Mary Fritz called the meeting to order at 6:04 p.m. Mary read the zoom meeting guidelines. Roll call was taken.

The meeting was conducted remotely and the Zoom meeting link was provided to the public.

I. Review and approve minutes

A. John Stephens made a motion to approve the January 3, 2022 and January 24, 2022 minutes, seconded by Beth Gallaway. Motion passed.

II. Review and approve bills - Currently no bills

III. OPM Update - Mark Sullivan and Andy Deschenes - None at this time

IV. Architect Update - Ron Paolillo

A. Working on chipping away on punch list items. There are 7 items that have been completed since the last meeting. There are 6 items that are pending. (Beth noted the following items that are on the punch list: gate at bottom of stairs, tutor room doors, few shelves, replastering in the historic reading room, temp and humidity controllers).

B. Still holding weekly construction meetings.

C. The program rooms (teen and demonstration area of the main program area) were supposed to have sliding doors, but this didn't happen because of the door openings. The bifolds should be acceptable in the demonstration area, but it is not a regularly occupied space so we don't have to worry about egress. The teen area is an occupied space so the bifold doors will not work. So Ron is suggesting sliding doors for the teen area. Ron needs to discuss with building officials before purchasing.

V. Historic District Commission - None tonight

VI. Carpet in Beth's office

A. The original plan was that the offices were going to be all striped. Members of the subcommittee remember the discussion being that the current carpet that is in the office was supposed to be what was supposed to be there.

A. PCO #123 $3,992.89 - Doug Bowman mentioned that he will go to the capital planning campaign to see if they can cover this cost.

VII. Donor Plaques

A. Doug updated the group on the donor plaques. The signs are 6 x 8 inches.
B. Sunshine Signs in Grafton are making the signs and will be installing the signs.

VIII. Public Input

Next meetings:

A. March 7, 2022 6:00 pm - TBD
B. April 4, 2022 6:00 pm - TBD

IX. Adjournment

John Stephens made a motion to adjourn at 6:43 pm. Lisa Rice seconded. Motion passed.