

Brooks Memorial Library

Buildings and Grounds Committee

Monday, November 22, 2021 9:45 AM - 10:45 AM (EST)

Main Floor, Brooks Memorial Library

Minutes

Present: Jenny Rowe, Jane Southworth, Sirkka Kauffman, Elizabeth Tannenbaum, Christine De Vallet, Starr Latronica, guest Denis Maltais from Classic Signs, Inc.

- Sirkka called meeting to order at 9:45.
- Agenda/Changes or additions: none
- Approval of Minutes of October 25, 2021: Jane moved to approve, Jenny seconded, all approved.
- Public Comment: none
- Old Business
 - B&G Committee charge: The Committee approved the version of the charge circulated before the meeting. Sirkka will send it to Leo and Starr.
 - Status of ongoing and proposed projects: Starr updated on visit by the landscape architect to look at the erosion on the site for the Tool Lending shed. He will do a schematic for several steps and then gravel, stone or brick. This effort will cost about \$600, after which more formal work will be proposed.
 - Questions regarding new signage for the Library – external tour of building, and discussion with guest Denis Maltais, Classic Signs Inc. The committee and Denis examined the outside of the library from 3 sides, noting where proposed new signage would go, and the inside stairwell where the current Library sign is anchored. We considered options of moving the old sign, reinstalling it further on the wall, storing it, or leaving it in place. Denis noted that dismantling it and moving it could be very expensive, and suggested that we leave it in place and install a new sign near it that simply states “Library” in stainless steel, brushed or painted aluminum with halo lighting, possibly with dark letters on white. At the back, he suggested a freestanding sign by the big tree on 1 or 2 poles, possibly two-sided. He will draw up designs for several options and forward them to Starr. The committee thanked Denis for his time and expertise.

- New Business: signage on front of building about the garden. On the tour of the building the group noted the location of two signs about the garden bordering it, but the signs are obscured by the large shrub or tree. There were questions as to whether the shrub or tree could be trimmed without killing it. Elizabeth suggested referring the issue to the Town tree committee and the tree warden. Starr will follow up with them to look at all trees in the front and back.
- Set next meeting: January 24, 2022 at 8:45 am.
- Meeting adjourned by Sirkka at 10:45.