



# Brooks Memorial Library

224 Main Street, Brattleboro, Vermont 05301

802.254.5290 | [www.brookslibraryvt.org](http://www.brookslibraryvt.org)

## Minutes Buildings and Grounds Committee

March 21, 2025

Present: Karen Tyler (Chair), Starr Latronica (Brooks Director), Ann Varilly (Pres, Brooks Bd of Trustees), Matt Wojcik, Monroe Whittaker, Claudia Prat (Scribe), Robin Sweetapple, Lindsay Bellville, Christine De Vallet

Called to Order: 9:06

Minutes of 2.28.25 approved

Agenda: Purpose: Check in Meeting

Grant Project Update:

-- Received bid offering for roof and accepted from Triumph Roofing. Ratified by Selectboard

--SVE has been contracted for civil engineering.

--Project manager RFQ—Starr still working on it.

--Starr: We may be able to paint over asbestos. May wait until fall for roof to resolve asbestos issues first. No concrete date for the roof work. Contract says they will finish by 10/28/25.

--Starr: Solar panels can be funded by Global Warming Solutions Fund. Proposed by Stephen Dotson and approved by Selectboard.

--Starr: still working for access to reimbursement portal.

--Funding is still expected to be available, despite uncertainty surrounding Institute of Museum and Library Services.

Robin—establish priorities list, most necessary items done first. (Roof)

--Asbestos—we may be able to encapsulate it with 2 coats of special paint, which will save time and money. Waiting for approval from state. Substance we can paint over asbestos panels to seal it and encapsulate it. If we were to do that it saves money, time, effort. This also has an impact on the edge of the roof. Robin thinks probably is half than the other price. It's two coats of paint.

Budget was 150K to remove, 150K to replace

DPW--A complete repaving of Main St and Highway 5 and Canal St. Starr thinks this will influence when we do the front.

Monroe: Are they going to do this in our timeline? Starr: we will meet with DPW for more information.

SECURITY DOOR - RESOLVED

Starr and Robin will meet with Fire Department to determine if there is a problem with egress.



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Matt—Can the window in the meeting room be included in the children's room project to provide egress? Starr says we could find money elsewhere to do it if it makes sense.

Karen: if the use of the meeting room changes maybe it would be good to have another window that opens for egress.

### **INTERIOR SPACES CONSIDERATIONS:**

Robin and Lindsay met, and made a plan. We will consult a contractor to see what the cost would be. We are not changing the footprint but we are adding a door. We need a permit from Department of Fire and Safety.

Robin will bring cost to this committee.

### **SECURITY DOOR**

Robin explains: door will be bullet resistant. Robin thinks it will be less expensive than they thought. Robin has drawings.

Matt questions if this is needed

Lindsay says it would give a few seconds.

Matt asks if the automatic closure will be an issue or just be too complicated.

This will be a security NFPA101 door. Robin will share with Matt the code, to discuss points in detail.

### **LINDSAY'S SPACE**

That is the priority, they are looking into cost. Not part of the grant.

Do we need RFP or just contractors?

Robin to find out how much it costs. Starr shared that over \$10K needs RFP.

Robin asks if we can replace Lindsay's shelf with another newer shelf. Lindsay says yes. Starr will check a Burlington store. The children's workspace issue is sound. Wall facing children room needs to be sound proof.

STAFF ROOM No choice yet. Holding this in lieu of more pressing projects.

### **Other business:**

Karen will be stepping down as Chair of this Committee. Following Representative town meeting, Board will reorganize committee assignments. Karen would continue as B&G committee member if meeting time changes; 9am doesn't work for her. She will still be on the Board of Trustees at the Library.

Starr: Thank you Karen for your calm leadership in this committee and keeping all the threads woven together!

Karen: It has been very gratifying

Ann: Thanks Karen... And Getting the grant in such a short amount of time.

Karen: Thanks new members and community members who have helped Gavin, Elizabeth,

Clàudia etc. Robin, Monroe



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Ann Varilly: Friday 9am - we could check if there is another time that works for people.

Is tricky because library is open after 10am. Next meeting:

3rd Friday in April - 18 – they might be a change but tentatively scheduled.

Adjourned 10.55 AM