

# Brooks Memorial Library Building and Grounds Committee Minutes

Wednesday, April 27, 2026, 4:00 PM

Meeting Room A or via Zoom

Present: Nikki Holland, Ann Varilly, Starr Latronica, Karen Tyler, Lindsay Bellville, Robin Sweetapple, Sirkka Kauffman, Stephanie Swindle, Matthew Wojcik

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- **Call to Order** 4:06
- **Agenda** No changes or additions
- **Continuing business**
  - Update on bids / contract awarded
    - 2 bids received for Phase C--big price differential between the two. Making sure the lowest bid is also the best. Goal of notice of award by the end of the week. Selectboard will need to ratify the award (5/19)
      - Phase C includes pavilion finishing, electrical work, canopy over rear entrance, security door, replacement of windows in children's room, & encapsulation of asbestos
  - Update on work (timeline)
    - Have excavated, poured footings, moved crabapple tree to new location; Upcoming: testing concrete, building the forms off-site, pouring cement / testing the concrete / building the forms off-site / will pour cement next
    - Next week: Removing concrete pad outside back door (outside of children's room) will necessitate closing of second floor for 1-2 days, as there will not be an emergency exit available. Temporary platform will be built to remedy that issue.
    - Overall: On target
  - Update on finances, expenditures
    - We will have updated spreadsheets for review at the next B&G committee meeting
    - We will be able to reuse the historic railings (cost savings)
    - 3 of 4 vendors for furniture have been able to hold their price
    - Cost of lightpoles has gone up (potential change order)
  - File Organization

## **Brooks Memorial Library Building and Grounds Committee Minutes**

- Matt has updated the Google Drive space to include folders of relevant documents, including the initial grant application.
  - Nikki will share this folder with committee members.
- Set meeting cadence
  - Anthony and Scott will be meeting 5/5 Tuesday AM meetings; thus, the committee will try to find a time Tues or Wed afternoon to meet. Nikki will send out a poll.
- **Adjourn 4:46**