

**BEDFORD PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES
November 10, 2016**

A regular meeting of the Bedford Public Library Board of Trustees was held on November 10, 2016 in the Richmond Room. In attendance were Ed Moran (Chair), Tony Frederick (Treasurer), Walter Gallo (Trustee), Mary Ann Senatru (Library Director), and Miriam Johnson (Assistant Director). The meeting was called to order at 9:00 a.m. Peter Barbuto joined the meeting from 9:00 a.m. to 9:20 a.m.

Secretary's Report – Minutes from the October 6, 2016 meeting were accepted and approved.

Treasurer's Report – The Treasurer's report was reviewed and accepted. The following gifts were accepted by the Library Trustees: Friends of the Library Technology Fund - \$1,140.00; SCORE - \$300.00

Director's Report – See attached.

Old Business:

- **Facilities Update** –

Peter gave an update on the toilets and plumbing. There are multiple reasons for recent issues: the cast iron pipes are scaling, excess toilet paper and other materials which should not be flushed, such as “flushable” wipes, and three large dips that were revealed through camera work. They pressure washed the line with a high pressure jet. After further camera inspection it was determined that some of the piping has settled and there is standing water in the pipe. They have hired a consultant from Hoyle and Tanner, who is putting together a plan; they are trying to be least disruptive to library, but it may require a brief shut down. The tentative plan is to drill out and replace the pipe from the restrooms to the mechanical room, add a clean-out (there are an inadequate number), and possibly put a pump chamber in the mechanical room and piping outside of the building to the septic. It may be late November/early December. The cost estimate is \$25,000 to \$30,000; Peter will forward that information to Mary Ann when he receives it.

- Electricity use is down to 645 kwh in October 2016 vs. 797 kwh in October 2015, thanks to higher efficiency equipment. Trane will be installing the interactive monitor.
- We have received the first part of the grant from the PUC and should receive the remaining portion soon. Eversource came out and confirmed that we will receive \$50,000 from them.
- The ice dams should be better this winter as some insulation was repositioned in the attic during the HVAC project and the cable in the gutter, which was damaged, will be fixed.

Discussion ensued after Peter left regarding the walkway. It is being put off until the parking lot plan takes place, perhaps in 2018. Ed wondered if some of the carpet on the lower level could be replaced while the floor is being dug up for the plumbing. It was noted that the hand dryers have been installed and paper towels are no longer in public restrooms.

New Business:

2017 Budget – Mary Ann met with the town manager and the finance director, as well as our town council liaison, Melissa Stevens. Mary Ann presented the budget last Saturday to the Town Council. There were some questions that she will work with the finance director to answer.

Appointment of Bedford Library Foundation Board Member – The Foundation has voted to appoint a new member, Laurie Seichter.

Motion: Walter moved that the Trustees approve the appointment of Laurie Seichter to the Foundation. Ed seconded. Motion approved unanimously.

Children's Room Carpeting and Renovation Project – When we replace the carpeting on the lower level, Mary Ann would like to consider renovating the Children's Room. At NELA Mary Ann spoke with an architect who works with a space planner who specializes in children's space planning. Ed has also spoken to the architect at the Sunapee library. Mary Ann spoke with Cori from Tucker Interiors. We will obtain some quotes for a space planner.

The next meeting will be held on Thursday, December 8, 2016 at 9:00 a.m. in the Richmond Room. The meeting adjourned at 10:00 a.m.

Respectfully submitted,
Mary Ann Senatro
Library Director

Miriam Johnson
Assistant Director