



# Warner Budget Committee

Meeting Minutes  
Thursday, September 28, 2017  
**APPROVED**

Mike Cutting opened the meeting at 6:05 pm.

Committee members in attendance: Mike Cutting, Martha Mical, Martha Bodnarik, Jonathan Lord, Alfred Hanson, Pete Newman, Kimberley Edelmann

Also present: Nancy Ladd – Librarian, Michael Simon – Library Trustee

## **1. Pillsbury Free Library – Committee Tour**

A. The tour began on the outside of the building. Mike asked Nancy what has gone on with the building over the last couple of years and what needs to be done in the future. Nancy explained the highlights as follows:

- In the last few years, the work on the new addition on the outside had all the joints resealed, re-caulked and the fascia cleaned and painted. She said that's all that was needed after 24 years for the outside.
- Where the old section meets the new section there are now gutters diverting the water off the walls, this was part of the LCHIP project. The air conditioning drain has been moved down as well.
- The heat trace had the final hook-up today which will eliminate ice build up in the winter, the heat trace will only come on when it's below 38°.
- Nancy pointed out new storm windows, new paint and a new sill, again part of LCHIP.
- There has been damage discovered in the stain glass windows. Nancy will be researching restoration.
- Anything that needed re-pointing was done on the outside. Alfred asked if it will be sealed. Nancy said the Historic Resource people does not like sealant applied on masonry because if any moisture does get in, it can't get back out, which damages the bricks. However, Nancy pressured them to allow water repellent put on the chimney and the front arch which will also need to be reapplied every 4 years.
- Mike asked as it stands right now, there are no problems with the outside of the building. Nancy said she believes there are no problems on the outside of the historic part.
- The Public Works Department re-leveled the granite steps out front and coordinated the drainage to flow into the storm drains.
- The front oak door was restored by Jason Labbe.
- A future project is to put storm panes on the arched windows.
- Nancy explained the work that was done on the chimney. The upper part bulges a little where there was hardly any mortar left, the mason only did one side at a time because he was afraid the chimney would fall apart. Nancy said maybe in about 15 years the chimney will need to be taken apart and put back together.
- Martha Mical asked if the drainage along Bookends has been resolved. Nancy said no, it's on Tim's to do list.
- Caulking around the windows on the south side has been replaced.
- Drainage around the generator needs to be resolved.
- The entrance stairs need maintenance, a coating is starting to come off and the railings need paint.

B. Highlights from the Interior Tour

- In the original reading room the ceiling was completely patched and painted.
- The fireplace is capped and is not used.
- Nancy said with the storm windows and fixing the holes in the masonry has made the room so much more tighter. It's cooler in the summer and warmer in the winter.
- Martha M. asked Nancy if she will put back the light that comes on when the heat fails? Nancy thanked Martha for the reminder.
- New LED lights will be installed in the reading room.
- There will be new lighting installed in between the stacks in the old section.

- The newer section also has updated lighting.
  - The sky light is a source of too much sun and heat and probably heat loss, this has not been resolved yet.
  - The carpet is still in good shape, it was installed in 1993. The Library is asking for money to replace it in the Capital Improvements Program.
  - Storage is limited for cleaning supplies.
  - In the meeting room the vinyl tile has been removed, some leveling will be completed.
  - The stone foundation in the meeting room was scraped and painted by Nancy and the Library Trustee's.
- C. Mike asked Nancy what she is looking at for the 2018 budget. Nancy said the Library is not asking for money for any new projects, we will be suggesting that money be put aside for the carpets. Alfred asked if it makes more sense to use tile instead of carpet? The carpet helps reduce noise.
- D. Nancy said the stained glass windows will be restored by trying to raise funds by a fund raiser.
- E. Mike asked Nancy if she will be using the same budget format as the other departments. Nancy said yes. Mike asked Nancy to also present a revenue report when she presents her budget to the Budget Committee.
- F. Nancy said the only question mark in her mind about funds is the final flooring for the meeting room because she hasn't been invoiced for all of the other work that is needed yet.

## **2. Adjournment**

A motion was made and seconded to adjourn at 6:55 pm.

Recorder of the minutes: Mary Whalen