

Buildings & Grounds
April 3, 2017

Present: Paul Henkel, Kathleen Packard, Scott Martin, Nancy Vincent, Jennifer Bone and Yvonne DeMay

Minutes of the March 6, 2017 meeting were approved as written.

Large Project Review:

- Bid documents will be sent out soon.
- Brick testing happening soon.
- Development agreement close to being completed.
- Still hoping to have HVAC controls included in the NMTC portion of the project, arguing that the system in the current library building will not be able to function independently of the rest of the system once the boilers are in the Annex building

Parking: People's Bank has granted permission for 25 of Engleberth 's construction workers to park there.

Budget: Budget has largely been level funded. Money requested by Facilities for landscaping and tree trimming was not recommended in the City Manager's budget. A full-time building mechanic for ½ year and a part-time custodian were included in the base budget.

Landscaping: We will need to check with Andy to see if there is any funding for paying Sarah Mustin Stockwell to do a spring cleanup of the flower bed in front of the library. Scott reported that there is currently no contract for spring cleanup of the other beds and grounds, but Andy is working on that.

John Mitchell will be coming with KHS landscaping students to treat the trees with mycorrhizae (a fungus that helps with water absorption) this spring.

Old Business: the part-time custodian position has been offered to a candidate. He is currently undergoing a background check and we are hopeful he will be able to start by the end of April or early May.

New Business: Automatic flush toilets have been installed in the youth department bathrooms. A new drinking fountain has been installed in the basement. Book sale setup begins tomorrow.

A motion was duly made and seconded to adjourn the meeting at 1:55.

Respectfully submitted,

Jennifer Bone