

## **Keene Library Annex Advisory Committee Meeting March 13, 2019**

**Present:** Sally Miller; Nancy Vincent; Andy Bohannon; Jill Cielinski; Paul Henkel; Ken Jue; Med Kopczynski; Paul Leddell; Kathleen Packard, Jane Pitts; Judy Putnam; Nat Stout. Minutes: Sean Wiley.

**Minutes:** A motion was duly made and seconded to approve the minutes of the January meeting. Passed unanimously.

**Construction Update:** Med has been riding the contractor to try to push the schedule so that areas will be ready to receive furniture. They are looking to complete the electrical and mechanical systems so that fire alarm and sprinklers can be brought online. They are also hoping to get our parking spaces back soon.

A parking kiosk has been proposed for Winter Street parking. Andy, Don Lussier, Wendy from parking, and Nancy all met to discuss. More information will be forthcoming.

The walkway and stairs will conform to the original design. There had been concern about the health of the linden tree and the idea of a retaining wall was entertained, but deemed unnecessary and expensive. We will instead use granite foundation stones to create a wall and seating area around the tree.

The elevator is in and just needs final inspection. No word on when the building commissioning process will start.

Andy said that the March 31 date most recently cited will not be met, but an updated date has not been provided. He says substantial completion ought to be before Easter.

Paul Henkel reports that Shanahan Sound met yesterday with him and Jim Crowley. They will return to do installation in about a month, when the risk of dust contamination is lower and the building is more secure.

**Contract 2:** There remain things to fix from the punchlist. Contract 2 will end with the moving of Cheshire TV to their new space.

Bartlett Tree will return in the spring to loosen soil compacted by construction vehicles.

A RFP has been issued to remove the old oil tank. This work cannot be done before the new HVAC system is fully functioning.

**Library Renovation Trust:** Nothing new; all goes well.

**Campaign Cabinet:** Not much change. There is a final design for the donor wall, which will be installed in the northwest corner of the atrium.

**Dedication Group:** will meet again March 20. We will get more specific details of the day's events. The reception will now be held in the courtyard. George Scott suggested the author of *The Library Book* as a possible speaker. Jill mentioned that the Friends could be a good pool of volunteers for the day.

**Time Capsule:** the wooden box has been fabricated and delivered to Melanson to be clad in copper. Things will be placed in the capsule after the June 23 dedication, and the capsule will go back to Melanson to be sealed.

Chuck had collected letters from middle schoolers describing music they listen to, games they play, etc.

**Fact Sheet:** this piece is seen as something that will both be useful at the event, and afterward as a library publicity piece.

Respectfully submitted by Sean Wiley.