



Milton Free Public Library

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Milton Free Public Library Trustees

Minutes

January 29, 2015

Attendees: Laurie Palmeira, Les Elder, John Katwick, Betsy Baker, Larry Brown, Susann Brown, Pam Smith, Pat Smith, Mike Beaulieu

The meeting was called to order at 6:00 PM by Les Elder.

Plans for the repair and replacement of the library egress were discussed. HEB Engineers provided a preliminary sketch of the stair design. We are currently waiting on the final plans and then the project can go out to bid.

John Katwick presented information on the quote for a lift to the first floor in place of a handicap access ramp. The quote is from Nationwide Lifts of Massachusetts in the amount of \$12,575 installed. Changing design plans to a lift from a long access ramp will allow for more parking at the library, additional beautification of the area, ease of use for patrons, less maintenance, is ADA compliant, reduces hazards and costs of snow removal, eases plowing restrictions, reduces the visual impact from the historic view shed, and permits the plowed walkway to easily drain away from the foundation. The additional space will also provide a 'reading nook' in the tree located by the protected north east corner of the property sometime in the future when funds are available.

Laurie Palmeira confirmed that the \$8,000 grant from the NH State Council on the Arts could also be used for funding a lift instead of a ramp. When she contacted the Council on the change, they informed her that as long as the project was in keeping with the original idea of the grant request that a change was acceptable. She will forward a letter to the grant coordinator explaining the change for final approval.

John Katwick discussed his continuing efforts to obtain information for a second story handicap access elevator. John explained that the situation is made harder due to the height of the stories by the tall ceilings. The board agreed that John should continue his investigative efforts and report back his findings. There is grant money available through two local charitable foundations as well as a Public Facilities Grant through Community Development Block Grant (CDBG). Although the CDBG grants are competitive, the Public Facilities Grant will fund accessibility grants to municipality owned public buildings. The grant process is long and very involved, so any funding for a second story elevator is a few years away.

Pat Smith presented an update on the various library repairs:

- cellar has been cleaned out;
- attic entrance has been widened;
- the sink and urinals have been removed and placed in the cellar;
- new handrails have been installed on the basement stairs (although not a public access);
- floor has been reinforced with new beams;
- second floor egress has been inspected and is operational; and
- storm windows have been closed

The only remaining work to be done is for the front stairs which will have to wait until warmer weather.

Betsy questioned the status of the old water fountain the hallway that has been in the library since approximately the 1950's. The Trustees were in agreement that the water fountain should stay as part of the history of the building and be repaired to be functional if possible. As time permits Pat Smith will have someone take a look at it and see what can be done.

Betsy Baker presented the Librarian's Report. 3,671 patrons visited the library in 2014. The breakdown is 2,127 adults, 488 teens, and 1,056 children. There were a total of 610 books downloaded during year with 70 just for the month of December 2014. Betsy discussed additional shelving needs of the library. She was offered metal shelving from another library, but is not sure if there is a way to make them work with the existing wooden shelves. Betsy also stated that she would be hiring a new Page.

Betsy Baker also discussed the draft of the Telescope Lending Policy. The library is at the top of the list to be granted a telescope through the NH Astronomical Society Library Telescope Program in 2015. Currently almost 100 libraries in the state participate in this program.

Larry Brown made a motion to approve the Library Telescope Lending Policy as written. Laurie Palmeira seconded. Les Elder dissented. Motion carried.

Les Elder presented the Treasurer's Report. As of 12/31/14 there is \$20,621.85 in the 2005 MFPL Capital Reserve Fund and \$20,082.45 in the Town Repairs and Maintenance CRF. There is currently \$8,998.14 in the checking account. \$8,000 of that amount is from a grant through the NH State Council on the Arts for replacement of the first floor handicapped access. \$28.00 was removed from the 'guilt jar' to be deposited into the checking account.

Discussion ensued about heating costs and if anything additional can be done to keep heating costs to a minimum.

The numbers are not currently available for the 2015 budget.

Laurie Palmeira made a motion to approve the meeting minutes from December 11, 2014 with corrections to include notice of receipt of the LCHIP grant and clarification of monies removed from the 'guilt jar'. Larry Brown seconded. All in favor.

A workshop has been scheduled for February 3, 2015 at 6PM at the library to discuss possible grant funding projects for 2015.

The next regular meeting of the Library Trustees will be February 12, 2015 at 6PM at the library.

Larry Brown made a motion to adjourn the meeting at 7:48PM. Laurie Palmeira seconded. All in favor.

DRAFT

Les Elder

Laurie Palmeira

Larry Brown