

1. Call to Order, Roll Call, and Declaration of Quorum

The meeting was called to order by Chairperson Mason-Smith at 1:36pm.

Present: Trustee Mason-Smith, Trustee Hawn, Andrew Dogan of Williams Architects, Jason Perkunas of SMC, and Director Cox.

Director Cox noted that Trustee Thomas and Assistant Director La Barbera were both traveling out of state and would not be able to join the meeting. Director Cox thanked Mr. Perkunas and Mr. Dogan for their time in attending the meeting and in re-evaluating remodel plans to update priorities and budgeting.

2. Discussion: BPL Remodel, Updated Budgeting

The '2024/2025 Capital Improvements and Renovation Work Conceptual Budget' provided by Mr. Perkunas was presented by the two guests. It was noted that the document includes all contingencies for construction and design work, but is only intended to be a broad starting point for planning. The conceptual budget was roughly divided into three sections of work (with notes):

- 1) *Infrastructure Improvements including water service upgrade, electrical room repairs/enhancements, fire and security alarm replacements, installation of sprinkler system, and repairs to both the elevator equipment and interior of the elevator car.*
 - *Sprinkler system includes an RPZ (back flow/back pressure prevention equipment)*
 - *Elevator work includes new doors, refreshed interior, new pump, and new equipment.*
 - *Roof includes new gutters along east wall. Heat tape or similar treatment can be done after the fact or treated as an alternate during bidding, though improved insulation in roof will likely remedy existing ice damming.*
- 2) *Building Envelope Improvements including roof replacement, metal panel/coping replacement, one HVAC unit replacement (with modifications to remaining units), 'storefront' glass/doors at entrance, and exterior window replacement.*
 - *Incorporation of 'sola tubes' for additional natural light could be considered as an alternate*
 - *Entrance feature/canopy not included, but could be considered as an alternate during bidding.*
- 3) *Miscellaneous Improvements including renovating the upper and lower levels, rear stair replacement, staff office remodel, and 'sunken garden' exterior space.*
 - *Rear stairs replacement shown as extra item as addition of exterior door at sunken garden would provide additional point of egress and may mean that stairs need not be addressed.*
 - *Incorporation of 'sola tubes' for additional natural light to lower level possible, but in limited capacity as corresponding interior walls on main level dictate where they can be placed.*
 - *Addressing existing code issues with front public stairwell (rails, etc.) included.*
 - *Sunken garden may prove to be more than price included as it may require extensive footings and pilings given depth.*
 - *An **alternative design for the sunken garden** was presented by Mr. Dogan. The updated design continues to provide an exterior program space, point of egress to lower level, and (smaller) windows in south foundation wall to allow for natural light; however, it is at approximately 2.5' depth instead of the original 10'+ depth. This solution avoids most of the piling and footing issues of the original and reduces cost significantly.*

The committee quickly reviewed features/enhancements not included in the conceptual budget that were either previously discussed or included in initial planning documents. In summary, the items not included are:

- *Snow melt system in walkways at front entrance*
- *Canopy/extensive entrance feature*

- *Drive through service window*
- *General site changes including repaving/reversal of parking lot*

These items are currently being considered as either alternates at time of bidding or future enhancements outside the scope of remodel plans.

3. Discussion: FY2024

The committee discussed the current fiscal year and the potential to address items included in the conceptual budget based on availability of funds through existing budget, appropriations, or grants. The following items were confirmed to be priorities and could be treated as 'standalone' projects with funds: fire and security alarm replacement, water service (in to building, capped for future), entrance storefront glass/doors, electrical room updates, and/or elevator upgrades.

4. Adjournment

The meeting was adjourned at 2:48pm.