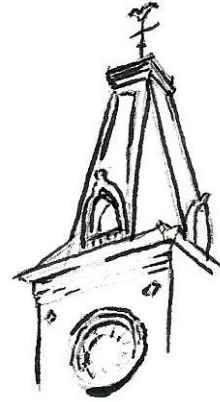


STEWART LIBRARY BUILDING PRESERVATION GROUP

Meeting Minutes

October 1, 2020



The meeting was called to order at 6:30 PM by Ken Dow.

Attending: Bill Condon, Gary Dorman, Roland Dorman, Ken Dow, Jackie Emerson, Jamie Irving, Lois Jones, Lee Kaufman, Jim Louder, Galen McKenney, Carl Smith, Linda Smith

The minutes from September 3, 2020 were approved.

Financial Balances Report

Jim reported the following balances provided by the Town Office as of 10/01/2020.

Library Preservation Account (Donations)	\$37,162.54
MCF Endowed Maintenance Fund	\$7,268.62

Maintenance Endowment at the Maine Community Foundation

Stewart Library Building Endowment Fund	\$294,342.82
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SUBCOMMITTEE REPORTS

Maintenance

Building maintenance walk-through items

Lists of the still-pending maintenance items identified in the 2019 walk-through and the items noted in the 2020 walk-through were distributed. The Maintenance Committee will meet to categorize and prioritize the 2020 items and merge the two lists. The committee will develop plans for addressing the items on the list. The Maintenance Committee will meet on Thursday, October 8 at 10:00 AM.

Window cleaning

Jim and Bill met at the Building with a representative of Coastal Sun Services, Inc. regarding cleaning of the interior and exterior of windows throughout the building. This company has experience cleaning in a variety of modern and historic buildings. He provided an estimate of \$1,300.00 for cleaning the interior windows and doors, removal, cleaning and reinstalling all storm windows. Also provided was a second estimate of \$2,100.00 for cleaning of the interior and exterior of all glass to include the storm windows.

Lee made a MOTION, seconded by Galen, that Coastal Sun Services be hired to clean all glass interior and exterior for the estimate of \$2,100 as soon as possible, paid for from the MCF Endowed Maintenance Fund. VOTE: The motion passed unanimously.

It was suggested that we explore adding cleaning the light fixtures in the auditorium. It is expected this would increase the cost of work.

It will be necessary to clear away some of the materials stored in the stage dressing rooms and the panels on the windows back stage to provide access for cleaning. We should coordinate the installation of window locks on the

first floor windows during the cleaning. Ken will respond to the company by email and determine the timing.

North clock circle – gap in brick layers

The Maintenance Committee will ask Ralph McNaughton to look at the clock circle masonry and give what advice he might have.

OTHER BUSINESS

Parking lot lighting conduit proposal

The proposal for the SLBPG to pay for the installation of conduit for lighting in the parking lot prior to paving that might be done was presented to the Select Board on September 23. The Board's reaction was favorable.

Lee made a MOTION, seconded by Jim and Galen, to pay for the conduit installation from the Library Preservation (Donations) account. The estimate for the project is around \$400.

VOTE: the motion passed unanimously.

Bill presented estimates of the further costs to complete the installation of lighting in the parking lot, specifically two poles and lights, one on either side of the lot. The estimate for the project would be about \$4,000. Galen made a MOTION, seconded by Gary, to install the lighting in the parking lot as described, paid for from the Library Preservation (Donations) account.

VOTE: The motion passed unanimously.

The next meeting of the SLBPG will be on November 5, 2020 at 6:30 PM.

The meeting was adjourned at 7:12 PM.