

Abbott Memorial Library

Board of Trustees Minutes May 15th, 2023

The May 15th meeting took place in person at the library, and online via Zoom.

The meeting began at 7:18pm

Present: Cara DeFoor, Betsy Rhodes, Mary Worrell, Doug Abbott (online): Cory Smith (online)

The agenda was reviewed and adopted

The April 17th Minutes were adopted

Reports

Cory Smith (Librarian)

- DEMCO supply orders have been placed.
- The Eagle ceremony will be held on the library lawn on June 4th at 4pm. Bathrooms will be accessible.

Betsy Rhodes (Building and Grounds)

Updates:

- To complete the foundation work, John Barnes, stone mason, plans on fixing the drainage by the back door within the next month by running pipe.
- John Barnes confirmed that Betsy should continue to use the same product to waterproof the front steps and gave her a refresher on how to do it. The maintenance is recommended every five years, and it's been five years since she did it last. So, she will find a time to do it when the Library will be closed for a few days and the weather conditions are right.
- The lawn has been mowed by Dave Pearsons. The fee of \$30 per time to mow and weed whack was agreed to. He will come as needed (likely once a week early in the season and every 1 to 2 weeks later) and bill the Library monthly.
- Although the outdoor temperature overnight has not been consistently over 50°, the bats in the attic are awake and they can go out and feed if disturbed. So, Betsy will clean up the bat guano on the attic floor, which is done every couple of years as needed.

Action Items:

- The board approved an expense of \$200 to \$300 for a new dehumidifier. The size required depends more on the amount of water collected than the square footage of the space to be dehumidified. Betsy will work with Susan to determine the appropriate size and purchase an energy efficient model.
- A new carbon monoxide detector is needed. The board approved an expense of \$40 for one that will have a lithium battery built in, so it will not have to be plugged into an outlet or have the

battery changed during its 10-year life expectancy, making it easier and less expensive to maintain than the old one that had reached the end of its 10-year life expectancy.

- Volunteer gardener, Jane Metcalf, has suggested the placement of a sculpture or some sort of feature to obscure a bare spot in the garden created by the new drainage system. Concern was expressed that any structure placed in that area might impede the drainage system and would create additional splash against the building when water pours off the roof and hits it during a heavy rain. Betsy will recommend the use of plants instead to obscure and partially cover the line between the garden and the drainage system.
- Continued discussion on the best plan for purchasing fuel oil. The town uses Irving Energy, and our current plan is with Dead River. Cost comparisons including furnace service and maintenance were discussed. Irving requires an inspection prior to contracting for services. The board has agreed to set up an inspection with Irving as it seems to make sense to use the same pricing plan negotiated by the town.
- Radon mitigation discussion has been postponed until the June 19th board meeting.

Parking Lot Discussion: The space for parking has continued to diminish (cars must encroach on the edge of the streambank to ensure that they do not protrude onto the roadway). Erosion has likely accelerated recently because the vegetation on the bank was cut back too far in the fall. This allowed the plow to push the snow (and gravel along with it) from the parking lot further toward the brook. Instead of being stopped by the vegetation retaining the bank, the plow pushed the snow over and through it. So, at the end of the plowing season, we didn't end up with a berm of gravel along the edge of the parking lot that could be raked back into place as we have in the past. Instead, the gravel was deposited in the vegetation throughout the bank, making it difficult to retrieve. As a result, the parking lot is uneven and down to dirt in many places, making it more susceptible to channeled runoff and erosion.

- o There has been virtually no maintenance of the parking lot for more than 20 years, other than plowing by Teago and buckets of hardpack being dumped by the Library into potholes and along areas where erosion is the worst.
- o Plowing must be done by pushing excess snow toward the brook since there is no space to accumulate a large pile that wouldn't impede drivers' visibility.
- o Historically, there has been a verbal arrangement that the Teago Store will maintain the parking lot in exchange for its use. We know that this has meant plowing but are unsure whether other kinds of maintenance were ever discussed. Since there is no written record of the agreement between the Library, the Town, and Teago that states what it means to "maintain" the parking lot, Betsy agreed to speak with Chuck Gundersen, the former owner of Teago for decades, about his understanding of the arrangement.
- o While the Town explores a VTrans Bicycle and Pedestrian Program grant that would include work on Library Street and renovating the Library's parking lot, the board decided that there is a need for an interim plan to address safety concerns as quickly as possible, because it could take years to secure funds and execute the Town's project. The board discussed simple actions that could be done quickly and take minimal investment, starting with filling the pothole at the Library Street/Stage Road intersection, so traffic could be moved away from the parking lot and vehicles given enough space to park further away from the edge of the brook. Painting new lines on the road, installing additional orange bollards, and perhaps resurfacing the parking lot

were considered. It was decided that Betsy would write a proposal to submit to the Selectboard and ask for the issue to be placed on an upcoming meeting agenda for discussion, preferably at their next meeting one on June 7th.

- Immediate improvements are necessary, but long-term plans for the parking lot and Library Street need to be made in collaboration with the Town and Teago, working closely with them on the proposed VTrans project or developing another way to address safety in the area if that project does not happen. Ultimately, responsibility and liability for the parking lot needs to be clarified between the Library, the Town, and Teago.

Mary Worrell (Chair)

- The Long Range Plan was reviewed and no changes were made. Future revisions were discussed.
- The operating policy and Investment policy approval will be determined at the next board meeting.

Next meeting will be held at 7PM on June 19th

Meeting adjourned: 9:19pm

Respectfully Submitted by

Cara DeFoor, Secretary