

Johnson Public Library
P.O. Box 601
Johnson, VT 05656

Minutes for the Special Flood Related Board of Trustee's Meeting

Date of Meeting: Thursday, August 3, 2023

Location: Legion Field Gazebo

Time: 6:00 PM

Present: Jeanne Engle, Jess Bickford, Stacey Waterman, Krystal Woodward, Kelly Vandorn, Carl Rogers. Regrets: Jasmine Yuris.

Notes

1. Call to Order 6:00 PM.
2. Minutes of 7/24/23 supplemental flood meeting were reviewed and approved with no changes.
3. Jessica nominated Kelly Vandorn for Secretary. Krystal Seconded. Kelly was elected Secretary.
4. Building Updates:
 - a. Krystal Woodward and Carl Rogers toured the library and compiled a report. The building is dry with no signs of mold.
 - b. Heating System: Krystal asked if the heating system had been inspected. Jeanne reported Brosseau had inspected the heater along with Ryan and John. Parts have been ordered. There is insulation and debris in the duct work. Brosseau recommended having a company with vacuum and brushes clean the duct work. New England Air Systems, who Brosseau recommended is booked through December. Brosseau could do the work by taking apart the duct work if we can't find someone with the equipment to do it. Carl said our insurance with Colonial through the Vermont League of Cities and Towns should cover the heating and we should proceed with having the heating repaired. Carl mentioned Chuck's Heating out of Colchester as another possibility for repair. Stacy checked their website and reported they are not taking new clients currently. We will follow up with heating repair and make sure the ducts are cleaned prior to starting the furnace.
 - c. Electrical: Krystal said we need to hire an electrician to inspect the panel and do any work needed to regain power. We are hoping to move the box panel upstairs

as well as raise the level of outlets to lessen the possibility of damage in the future.

- d. Flooring: We plan to sand and refinish the wood floor exposed when removing the carpet. New flooring is needed in the bathroom and adjacent room. New water-resistant flooring is needed in the front entry.
 - e. Insulation: When removing the plasterboard, insulation settled and fell out of the walls. ServPro put up plastic to try to save as much as they could. We need to decide what kind of insulation and how it will be replaced.
 - f. After the insulation, sheetrock, electrical and heating have been repaired, we'll need to repaint, reinstall internet and computers and move back in.
 - g. Basement: Work in the Basement includes the following: floor repair, new sheetrock on ceilings, new sheetrock in the stairwell, new windows, or insulation around windows, rolling racks that will fit through the exterior door, new walls around the water meter. Duncan suggested moving the water meter to a higher location on an earlier walkthrough. We also need to repair or replace the hot water heater. Our current heater is small and electric and provides on demand hot water to the bathroom sink.
 - h. General Contractor: After a lengthy discussion of all the repairs needed, it has become clear we need to hire a General Contractor to manage the Scope and Sequence of the repair work. Carl suggested to advertise and put out the job for bids on the state bidding site, newspapers, and free sites such as front porch forum. All possible workers will need to prove insurance and work within guidelines laid out by our town policies. We'd also like to hire locally as much as possible. Ron Rodjenski, the Coordinator for FEMA in Johnson has said it is OK to start getting bids and estimates for plumbing and electrical work.
 - i. Sliding Door to Children's Room: Carl noted that the sliding door to the children's room is inoperable. This could be caused from settling of the building, or insulation, but there may be an opportunity to repair the door. He also reiterated the importance of documentation.
5. Vote to Authorize Chair and Vice Chair of the Trustees with the Head Librarian to request bid proposals for restoration/improvement work at the library. Jessica made the motion. Kelly seconded. Motion passed.
 6. Review Building Use Agreement and vote to recommend the Masonic Temple as a temporary library location to the Selectboard for their 8/7/23 meeting. Stacy made a motion to recommend using the Waterman Lodge at Masonic Temple as a temporary library location. Krystal seconded the motion. Motion passed.
 7. Overview of floor grant request proposals for libraries.
 - a. Jeanne said there are 2 grant opportunities for libraries through the Department of Libraries. The first one is through the VT Community Foundation for up to \$5000. This covers emergency repair of heating and cooling, clean up and replacement costs for flooded buildings. The second one through the Vermont

Public Libraries Foundation is for up to \$8000 for libraries impacted by flooding. This could be used for the temporary site as well as restoration of the building. Jeanne said the applications are quick and easy and she will apply. Carl suggested using grant money for things not covered by insurance. We lost close to 1,000 (updated from original estimate based on scans) books as well as Craft materials, which could be covered with grant money.

8. Adjourn. Kelly motioned to adjourn. Jessica seconded. Meeting adjourned at 7:40.

Next Regularly Scheduled Meeting: August 9, 2023.