

MINOT SLEEPER LIBRARY SPECIAL TRUSTEES MEETING
JUNE 17, 2016

Trustees present: Archie Auger, Rosemary D'Arcy, Nancy Dowey, Ann Fitzpatrick, Shirley Yorks, Kathleen Haskell, Lucille Keegan

Trustees absent: Ann Guilfoyle, Nancy Spears
Library Director, Brittany Overton present

Brittany had invited Chris Dolloff, assistant fire chief to talk about installing a fire box. He was accompanied by Steve Thompson from the fire department who has been communicating with Brittany about this. The fire department can install a firebox at a cost of about \$1,500. This would not be able to happen for about 2 months as the box needs to be refurbished and the insides rebuilt. The fire department would run the necessary lines outside of the building and install the box on the outside wall. The alarm company would have to hook it up. Once this is installed and connected there would be no further monitoring charges.

Brittany asked Chris if it was a good idea to have a combustion test done when the furnace is cleaned. He said yes it should be done yearly. She also asked him about CO detectors. He said we would be okay with the kind that plug into outlets.

Chris explained what the Knox box is and where it is located. This is a box on the outside of the library that has a key to the building that only the police and firemen can access in case of an emergency.

Chris will update our occupancy permit which has to be done yearly.

After the firemen left we continued the discussion of what to do about the fire alarm system.

Rosemary moved that we proceed with the fire box to be installed by the Bristol Fire Department.

Archie seconded and the motion was approved.

Rosemary moved that during the interim period we maintain relations with 1-2-3 and reactivate the met tel copper line to reestablish the fire alarm system. Archie seconded and the motion was approved.

Brittany gave an update on the wet basement situation. She has talked to Bob, the man who did the work on the west side. He is going to take down the interior wall in the old bathroom and see if the leak may be there. It could be because of the lack of drainage on the outside of the building in that area. He will charge \$65 per hour and have two helpers that are included in that price. It should be under \$500 so Brittany is advised to contact him and have him do this work. She will also ask him about the north wall as there was a puddle of water near the bottom of the stairs after a hard rain.

Shirley reported that she has contacted the Mason's and they will paint the posts on the west side of the parking lot. She has ordered 5 lilacs that will be planted along that border.

The meeting adjourned at 3 PM.