

Building and Grounds Committee Meeting

Notes

November 17, 2021 4:30 PM

- 1. Call to Order/Roll Call – Jim, Dawn, Jan and Mindy**
- 2. Public comment - None**
- 3. Approval of Minutes - NA**
- 4. Old Business**
 - a) Items in Progress**
 - 1. Elevator- Quotes- Server Move Electrical \$27,846 Elevator electrical \$24,851. Otis has been contacted, given the job and is ordering the parts. Completion date December 5, 2021? Further Updates? Electrical work to begin November 18. There will be no phone service until the 29th.**
 - 2. Snow blowing and we want to include the area in front of the church. Need someone to shovel the stairs. Salt situation? Further Updates? Still do not have anyone to shovel the stairs. May put a notice on Facebook.**
 - 3. National Registry of Historic places – In process**
 - 4. Rental Properties Updates. Suggestion to use Mold Armor on upstairs bathroom-paint the porch area-Ed may be retiring next fall. Church- Needs new water heater-smoke alarms-fix toilet flushing problem. Have plumber check Library toilets – flushing issue
Mold removal spray appears to be working. Church water heater has been installed. Toilets have not been fixed in the church or the library. Library bathrooms will painted while Library is closed. We need heat and smoke detectors in the elevator room.**
 - 5. Fire alarm inspection completed.**
 - 6. Front bathroom was repainted after the purple event. Custodian now asking to repaint downstairs bathrooms a neutral color and paint the stall doors. We thought it would be a good idea to paint them. A light color was recommended. Status Report. Further Updates? See # 4**
 - 7. Fire drill will be held at a future date – Fire Dept. will assist. Also, will have a defibrillator Demo and CPR classes. Status?
There is no date yet. There was a video on the defibrillator but we felt that on hands demonstrations would still be needed. CPR classes need to be scheduled and training on NarCan for opioid overdoses. Status Report. We are looking into stretchers to help evacuate disabled in an emergency. Also need to develop a plan for evacuation. Defib demo on November 5th. CPR not yet.**
 - 8. Property Insurance has been renewed and upgraded.
Rider for volunteers is in place.**
 - 9. We are getting new thermostats from Pro-One for free.**
 - 10. The Library will reopen November 29th.**
- 5. On Hold – Not urgent**
 - a) Madison Street Stairs**
 - b) State Street Doors**
 - c) Ramp suggestions**

- d) Accessibility door switch needed repair again. Working- continue to monitor the situation.**
- e) Downstairs door bar also sticking. OK WD40 has helped. We should have a closing check list for the staff.**

6. Next Meeting January 19, 2022 4:30 PM (Suggested time)

7. Meeting adjourned at 4:53 PM