

## **Building and Grounds Committee Meeting**

### **NOTES**

**APRIL 13, 2022**

**4:30 pm**

#### **1. Call to Order/Roll Call – Jim, Mindy, Dawn and Jan**

#### **2. Public comment - None**

#### **3. Approval of Minutes – NA**

#### **4. Old Business**

##### **a) Items in Progress**

**1. Elevator**-Otis part completed- still waiting on smoke alarm and switch. Getting quotes on electrical work.

**2. National Registry of Historic places-update** – Need to finish Narrative

**3. New item concerning our vacant land.** Need to find Legal description.

**4. Bookmobile Status Report.** Repairs should be completed. Fix current generator.

##### **5. State Street Doors – Progress Report**

##### **b) On Hold – Not urgent**

**1. Madison Street stairs – Jeff Ernest working on** design. Design has been completed. May need to talk to Featherstone again

**2. Ramp suggestions** – Work on Signage.

**3. Accessibility door switch scheduled for repair** Completed

**4. Downstairs door bar sticking. Monitoring for now.** Working

**5. Fire drill**

**6. CPR training**

**7. Evacuation Plan**

**\*\*5-6-7-** In progress

**8. State Street doors** Security Cameras to be installed by April 11<sup>th</sup>. **Cameras only on inside.**

#### **5. New Business**

**a) Backflow unit failed inspection. Repair scheduled** Done Monday \$2500

**b) Security cameras-** See above

**c) Need new video monitoring service for elevator** – Otis monitors the elevator.

#### **6. Next Meeting May 18, 2022 4:30 PM (suggested time)**

#### **7. Adjournment**