



SWAMPSCOTT
— PUBLIC LIBRARY —

BOARD OF LIBRARY TRUSTEES

NEAL DECHILLO, CHAIR; ELLEN WINKLER, VICE-CHAIR; TRIPT SEMBHI,
SECRETARY

Meeting Minutes

11-29-22

The meeting was called to order at 5:30 pm in the library. Present were: Trustees Ellen Winkler and Neal DeChillo; Director, Jonathan Nichols; Max Kaspar (Town Facilities) and Caroline Margolis (library staff).

1. Call to Order

2. Discussion with Max Kaspar about the existing building, repairs, capital improvement plan, etc.

- Ellen reviewed for Max where we are in terms of planning for needed renovation for the Library. She stressed that we wish to coordinate with the town efforts re: needed maintenance and capital improvements.
- Max's priority has been the external areas of the entrance in need of repair, but agrees that including entry, lobby, etc. where possible would be efficient in the long-term, though he noted we need to be wary of "project creep".
- Max has included \$100K in the Capital Plan for design of the Library entrance. This will be part of the May Town Meeting and if approved funds available July 2023 at the earliest.
- He has also tentatively included \$900K for the following year.
- We also have \$150K funded for maintenance, i.e., leaks, pointing of bricks, skylight.
- It was noted that the roof is 25 years old (1998) and will probably need to be replaced soon.
- Max likes Lavalle but wonders if someone with expertise in projects like ours may be a better fit. He recommended that we meet with Ray Guerton who has done work at the middle school and the Ipswich Library.
- Need for parking was also discussed.

3. Review and Discussion re: scope of work provided by Lavalle

- As we will plan to meet with Ray Guerton early in 2023, we'll postpone future work with Lavalle.

4. Goals Moving Forward

- Max to set up meeting with Ray Guerton, tentatively 1/3/23. He'll be in touch with Jonathan.

- Ellen to contact Bob at Lavalley to let him know we will be meeting with others over the next 6-8 weeks.
- Jonathan will speak with Alyce and town folks re: parking, what's been tried, what is possible, e.g., specific library spaces, short-term parking, etc.

5. Adjournment

- Meeting adjourned at 6:30 pm.

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