I. Meeting called to order at 4:00 p.m.

II. **MOTION:** To approve the minutes of August 23, 2023. Approved 3-0-0.

III. Public Comment - none

IV. Delivery Van Update
   A. The van is supposed to be built this month. The auto workers union strike may impact timeline. George is working with electrical contractor on where we will put the charger (temporarily). Since the vehicle is a Town owned vehicle, rather than Library owned, need to make sure all of the proper forms, process etc. are completed.
   B. Question if the charging station can be moved? Yes, would just need to be rewired.

V. North Amherst Library Building Project Update
   A. Mill District has another tenant coming into the space, so the last open day at the Mill District will be September 27, 2023. Still waiting on the 2 circulation desks, but it appears the majority of the work is complete, including the removal of the garage and paving of the parking lot.
   B. Have not been informed of a grand opening celebration date yet.
   C. George toured the building with the Branch Head. Meeting space is beautiful. Color choices look very nice. The Branch is working on doing some more weeding of books since we lost shelf space with the changes in the building to create an opening and accessibility.

VI. Branch MOU was signed and sent to all.

VII. Monthly Building and Grounds Report
   A. Tent will be coming down probably late October. Will take the frame down this year as we were told that we would not get approval next year. Town stated that the tent was allowed during COVID, but we are now 3 years past. Town feels it can no longer justify the tent permit. If, for some reason, we really needed to go back we could make a case to appeal for a permit again. The tent was purchased with Town funds and belongs to the Town, but the Library will maintain possession of the tent for now.
   B. Question about the status of the HVAC module and pricing estimate and if it would go to JCPC. We still have not gotten pricing for unit, yet which has to be custom designed and built. The system is still working manually. George is hoping to see a quote within a month, but we don’t have a date certain.

VIII. Backup Building Project Planning
   A. Based on this committee’s request, George updated the list of building priorities upon which the WBI quote was obtained (minimum repairs to maintain public safety and remain open). The top 4 items of the prior list were HVAC and fire system related. George combined these 4 items into two pieces because the reality is that we can’t repair the HVAC system without also replacing the controls, and we can’t do fire suppression without sprinklers. It is difficult to prioritize between these two systems as they really are the same priority level.
   B. Question about the reference to gas for the HVAC. This is the language from the original list, but do we have a Town mandate now that we would need to change the system over to something more environmentally friendly? Also the directive from the Trustees would be to pursue an option that includes a greener alternative. George will check requirements and update the language accordingly.
C. Confirmation that the Library continues to wait for Town Council/Town Manager in order to proceed with additional project planning.

IX. Topics Not Anticipated by the Chair – Jones will be closed October 15 and 16 for exploratory demolition on abatement.

X. Meeting adjourned at 4:20 p.m.

Respectfully submitted by Alex Lefebvre