

MEETING OF THE MONTEREY LIBRARY TRUSTEES
Held at the Monterey Library
April 9, 2018

PRESENT: Shannon A Castille, John Higgins,
Mickey Jervas and Lisa Smyle
Library Director Mark Makuc
Via Skype - MaryPaul Yates, on Sabbatical
Absent - No one
Guest - Ann Canning

Meeting was called to order - 7:12pm.

MINUTES: The minutes of March 5, 2018, were corrected and accepted by motion made by John and seconded by Shannon.

DIRECTORS REPORT: The Easter Egg Hunt went off well with 24 children hunting and at least one adult per child.

Mark has scheduled four children's programs for the summer. With construction hopefully starting in the near future, he felt it was better to keep the schedule a little light.

Changes are coming to CWMars that will affect the staff, but not the public. Currently we are working on a client based server, as of the end of May the library will be using a web based platform. Molly has been working on updating the computers. Esther and Mark attended a workshop in Lenox and will be going to another in Lee in a couple of weeks. Greg Pronevitz, Executive Director of MLS, and Tim Spindler, Executive Director of CWMARS, are both stepping down. Hopefully there will be smooth transitions on all fronts.

Mark was just informed that Justin Cole, the Accountant, is scheduled to be in Monterey tomorrow morning. He would like to meet with Mark, who will not be available.

Our budget is basically in good shape. Maintenance is fine, general expenses are under, but wages are over. With some transferring of funds from one account to another it should all work out. Part of the overage is due to Mark putting in at least 1 additional hour per week. And that does not count all the time spent on the building program.

The fact that Monterey does not offer benefits to 20 hour per week employees, as other towns do, was discussed. We will look into clarifying the legality of this practice.

The Long Range Plan has expired and the MLS requested a bridge plan to take us through the construction period. Mark drafted a simple document which we all reviewed. John made a motion that we accept the bridge plan as presented and forward it to the MLS. MaryPaul seconded the motion which passed unanimously.

Building Program:

1. Lauren Stara, from MBLC, came to a building committee meeting on March 29th to review plans and make any final changes. She felt that we had not adopted any suggestions she and Roe made when we met in the fall. Rebecca, of EDM, helped us review each suggestion, pointing out which we were incorporating and those we weren't and why. Lauren really wanted to see double entry doors. Rebecca thought that the entry to the multi-purpose room could easily have a double door.
2. The Building Committee approved the plans as they now stand. Now we enter the Construction Documents stage.
3. Mark later realized a simple change to his work space will give him a better view of the library and also not have his back to those entering. He reviewed it with committee members; he sent it on to Rebecca.
4. Our hearing with the Conservation Commission on March 14th, which was well attended by local citizens, did not go well. Even though a member of the commission had been present at many of our earliest meetings, he is no longer on the ConComm and no current member had any knowledge of the project. They felt we should go home and remove the reading deck, rear handicap access ramp and reduce parking by half. Or, go to one of the other sites that had been ruled out a couple of years ago and start all over. They didn't realize that any such changes would result in loss of the MBLC grant. After over two hours it seemed best to let the hearing be continued. Some days later we were informed that the commission wanted to hire a wetlands expert to review the project and advise them. This will cost the library \$3,600.
5. Mark and Mickey attended the March 8th meeting of the Planning Board. Don Torrico was present and advised the board that retaining walls were not considered structures by right of a February 26, 2015 by-law

amendment. Therefore the retaining wall and its set-back were not a concern of either the Planning or Zoning Boards. It was noted that the building conforms to regulations, but the lot does not as it has 98' frontage and 100' is required. How we reached 10 parking spaces was discussed. The MBLC requires 1 spot per 250 sq ft, hence 10 spots including one handicap spot. There are no regulations as to size for municipal parking. Don added that Mass law does not require any handicap spots in parking areas under 15 spots. Mark handed in the application and all documents required [10 copies of each] for Site Review and a Special Permit for the Parking Lot. At this point the 90 day clock has started. The Planning Board will send copies of the application and documentation to other boards and personnel for their consideration. The other boards have 35 days in which to make comments, should they so desire.

6. Mark and Mickey, accompanied by Dan Pallotta and Rob Todisco from P3 attended the March 22nd Planning Board meeting. Tom Sawyer said application packages had been sent to appropriate boards and departments on March 9th. To date only ConComm had responded. They expressed concern with increased encroachment of the parking area in river set back. The Planning Board will let the ZBA know that even though the site review wasn't completed, they are fine with the ZBA proceeding with their hearing. Mark asked if the paperwork submitted was sufficient for the board to make a decision, to which they replied yes. He then asked when the 35 day period for responses was up. That date is April 13th, therefore the Public Hearing can be held at the next Planning Board meeting after that date - April 26th.
7. Next hearing was the ZBA on March 28th. The most organized board we have encountered. Also the best attended. In addition to the Board and their secretary, Selectman Kenn Basler, Bldg commissioner Don Torrico, Mark, Lisa and Mickey from the library, Rob Todisco of P3 and Marc Volk of Foresight, there were a good number of town citizens. We appreciate their support. After the reading of the application, responses from other boards and letters from abutters the first question, asked by ZBA member Fred Chapman, was [paraphrased] "If you change the plan will you lose the grant." To which Mark answered yes and Rob

expanded on what little we could change. Mark then gave his presentation explaining how the whole project came into being and all the steps taken. Questions followed as to the increased infringement into the 75ft riverfront setback which Marc Volk explained with his presentation. Members of the community voiced their support and the need for the town. At the close of the public hearing portion the board discussed their opinions. They voiced the need for an accessible library, the extensive work done by the library, the support shown at town meeting, the importance of the library's existence in the town center and concluded that the Special Permit was warranted. The only stipulation was approval of the other boards.

8. The contract with MBLC has been approved and signed. The first of our five payments has been made. Mickey suggested that the Friends send an invoice to the Town Accountant for reimbursement of funds advanced. Mark will ask Dan Pallotta if this is allowable.
9. The estimate for the job has increased \$400,000 since the project started.

Town meeting was discussed. There will be an item in the warrant for debt service to cover the probability that we will be borrowing money in FY19. Other than that we have no items on the warrant but should be ready to answer any questions that may be presented.

CHAIR'S REPORT: Lisa received notification that the second payment of FY18 State Aid, \$984.83, for a total of \$1,962.70 was in the mail.

OLD BUSINESS: None.

NEW BUSINESS: MaryPaul updated us on upcoming gallery programs.

The meeting was adjourned at 9:10pm by motion made by John and seconded by Mickey.

NEXT MEETING: Monday, May 14, 2018 - 7:00pm
Agenda - Organization - Election Chair & Secy
Building program

Submitted by: Mickey Jervas, Secretary