

Members Present: Xan Gallup, , Lois Gallup, Lisa Bozogan, Faith Reney, Tracy Nangeroni, Barbara Chalmers, Alternate Terri Jillson White and Director John Walden
Members Absent: Rhonda Gurney, Ryan Gould
Attendees: Peter Urbach
From: Barbara Chalmers

On the above date, those noted above met at the Library, to discuss an action plan for the basement air quality report. Terri sat in for Rhonda.

1. John noted that the dehumidifier has been running in the basement for years. The bookcase in the non-fiction room was water damaged years ago. This is the first year mold was visible on the wall by the water damaged bookcase. Water on the carpet in the children's room was new this year. John noted that when the hot water heater burst, water was cleaned up and dried within 24 hours of the event earlier this year.
2. Barbara reported she spoke with Ray Desmarais today. Room 1 in the report is the non-fiction room. Room 2 is the children's room at the bottom of the stairs. The sample there was taken near the outside window facing Rte 11. Desmarais recommended that appropriate mold removal companies are firms that do asbestos abatement. He mentioned a couple of companies that Barbara is familiar with.
3. Barbara suggested the following items be considered for our action plan:
 - a. Relocate Joyce from her basement office.
Discussion:
 - John said Joyce can temporarily use upstairs office, but the situation is already very crowded.
 - Temporary trailer workspace for Joyce and Heather will be considered. It would need to be permitted and may be an issue for DES shoreline protection due to proximity to river. Locations on site as well as nearby were discussed.
 - b. Relocate ASK program
Discussion:
 - John reported ASK can use the meeting room at the Methodist Church this week and may be able to use the space longer. A donation towards use of this room was discussed. John will be in touch with the Pastor tomorrow for further discussion about continued use of the space. **Action by John**
 - John noted that if Joyce and Heather are off-site, staffing of the library will be affected. Library operating hours may have to be reduced. Barbara wondered if staff coverage could be supplemented by volunteers. John thought this might be possible with training on the computer system.
 - Pete's Shed space may be another option for ASK, the relocated children's collection and space for Heather and Joyce. Faith will call the Riverway manager and inquire about it. **Action by Faith**
 - c. Relocate adult meetings from the basement (committees, Friends Board meetings)
 - d. Plan for short term basement collection access.
Discussion:
 - Ray Desmarais has commented that brief access to get a book by those without allergies could be considered. It was decided that John will put up a notice that

water leakage and mold has been discovered, is being addressed and use of the basement areas will be restricted.

- e. Determine how much of basement collection must be discarded.

Discussion:

- Ray Desmarais commented that the conservative approach would be to discard all cellulose materials (papers and books). Short of this, books with visual evidence of water damage or mold must be discarded. However, mold may be present, but not visible, so keeping materials runs the risk of transferring the mold to another location. John will check with the State Library for resources that can provide guidance regarding what can be saved of the basement collection. **Action by John**

- f. Determine where to temporarily house the remaining basement collection.

Discussion:

- Temporary trailers, Pete's Shed, Commercial building space north of Pizza Chef, unused space at Pizza Market and Sunapee Center were discussed.
- Barbara will ask Rhonda to contact Sunapee resident who has a trailer rental firm for available sizes and costs. **Action by Rhonda**

- g. Determine what our funding options to cover the cost of moldy building materials removal, basement leakage correction, reconstruction, cleaning, additional testing and relocation costs.

Discussion:

- Funding from town would not be available until after March town meeting.
- John reported he talked with Donna at the Town Office who put him in touch with the insurance agent. Coverage for a claim not likely, however, they will send an agent out to look at the issue. Terri offered to assist with understanding any insurance issues.
- Xan suggested that the Friends may consider a loan of funds. Xan will contact Dick Katz. **Action by Xan**
- Lois commented that the Town has an emergency fund. This will be discussed with the Selectmen when we meet with them.
- We need to determine what if any funds are available in our budget or other balances. John noted we will be reviewing the 2010 budget at next regular meeting.

- h. Obtain cost estimates for the work.

Discussion:

- Barbara will contact mold remediation firms to get cost estimates for removal. **Action by Barbara**
- Lois commented that the police station basement developed a crack and water leak which was fixed by an injection process from the interior. She will get the name of the company used. **Action by Lois**
- Corrective measures for the water leakage will not be evident until the drywall and carpeting are removed. Costs cannot be determined yet. It may be wise not to reinstall drywall, but to leave the concrete walls exposed and paint them, so that any new moisture leakage can be seen.
- Peter urged estimates be procured prior to meeting with the selectmen and that a best guess of total costs be provided for the 2010 town budgeting process this fall.

- i. Furnace: Eliminate circulation of basement air to upstairs through the furnace; plan on furnace air exchanger and duct work cleaning.

Discussion:

- John noted the furnace has not yet been turned on this fall.
 - Barbara urged that the furnace stay off until basement outlets and return are capped off so that air borne mold isn't spread to other areas of the library.
 - Tracy offered to have her husband whose business is HVAC systems and filtration, look at the furnace, seal off basement outlets, and retrofit a HEPA filter. **Action by Tracy**
- j. Meet with Selectmen to advise them of the situation.
- Discussion:
- Xan will get us on the next Selectmen's agenda (Oct 19). **Action by Xan**

Next meeting: 13 October at 7PM at Library.