

MINUTES OF THE SPECIAL MEETING
BOARD OF DIRECTORS
BRIDGEPORT PUBLIC LIBRARY
NOVEMBER 1, 2018

Meeting call to order at 5:44 p.m. in the Board Room at the Burroughs/Saden Library

Present: Directors Sauda Baraka, Thomas Errichetti, Donald Greenberg, Hon. William Holden and Jim O'Donnell

Excused: Directors Phylcia Brown, Anne Cunningham, Kenya Osborne-Gant and Eric Torres

Also present: Interim City Librarian Elaine Braithwaite and Assistant City Librarian John Soltis

President O'Donnell presented a report on the status of the agreement with Public Facilities to share the cost of adding 25 new parking spaces at the rear of the North Branch library for the contribution of \$32,000, as previously approved, and the opportunity to add six additional spaces at the circle nearest to the front entrance of the North Branch dedicated solely for use by Library patrons at cost of \$15,800.

MOTION - by Dir. Errichetti, 2nd Dir. Greenberg: to approve and accept the proposal of G. Pic, paving contractors, obtained by Public Facilities dated October 31, 2018, as attached, to add six (6) spaces dedicated solely for library use near the front entrance adjacent to the entry circle at North Branch while constructing parking improvements previously approved for the rear of the North Branch Library at a cost of \$15,800.00; adopted by majority vote: Directors Errichetti, Greenberg and Holden voting Aye; Director Baraka voting No.

Interim City Librarian Eliane Braithwaite reported on progress to implement the action plan for maintaining library programming for the East End community when the current temporary location at 1277 Stratford Avenue closes November 9th. Dir. Baraka reinforced the need to reach out to member of the community to engage them in the process. A discussion was held regarding options for use of school facilities. Dir. Baraka will assist Interim City Librarian Braithwaite in meeting with Schools Superintendent Dr. Aresta Johnson to explore those options.

President O'Donnell and Dir. Errichetti presented updates on the progress of construction at the new Newfield and East Side branches. At a recent construction meeting at Newfield Contractor Anthony Stewart reviewed the site and adherence to the timeline for expected completion in March, 2019. Water service will be restored for power washing of the existing building while wall construction on the foundations footings that are now being poured begins this month. The East Side branch at 1174 East Main Street has window framing in place with ceilings now being installed. Contractor Anthony Stewart anticipates completion this month after installation of flooring which will be installed in "subway" pattern to permit for opening in December. The arrangements for book relocation and transfer of furniture and shelving have been made. Additional electrical needs, as recommended by Bibliomation, have resulted in a change order that will cost @\$50,000. Interim City Librarian Eliane Braithwaite reported that scheduling issues with Frontier may delay connection of land line telephone service. She was urged to explore other alternatives to ensure the opening is not delayed. Newly hired Branch librarian Jodi Weisz has started employment and will be hands on in the opening process.

President O'Donnell reported that Assistant City Attorney Ron Pacacha has now been assigned to draft the design build contract with the winning bidder for the Upper East Side branch at 2435 East Main Street which, with the approved extension of the State Library matching grant of \$1M will be patterned upon the contract for construction of the Newfield branch. As soon as the contract is completed and approved for execution with Downes/Ashlar/Antinozzi re-design of an enlarged facility with better orientation on the site may proceed.

President O'Donnell reported on the process to obtain bids for an acoustical study of sound problems in the Community Room and improvements to the second floor of Burroughs/Saden and presented three form local acoustic engineering firms for consideration.

MOTION - by Dir. Errichetti, 2nd Dir. Greenberg: to approve and accept the low bid submitted by SH Acoustics, LLC dated October 25, 2018, attached as SH Proposal #18-1436, to perform a study of acoustical conditions at Burroughs/Saden main library and recommend solutions to improve acoustics in the Community Room and on its second floor for the fixed price of \$2,000 plus mileage to be paid from non-levy funds; adopted unanimously.

A discussion ensued regarding the need to reschedule the regular November meeting that was placed in the calendar for the night before Thanksgiving. Dir. Baraka pointed out the concern about the number of special meetings that have been required to address building issues and conversations she has had with other directors who have had difficulty arranging for attendance on evenings that had not been planned on the calendar. President O'Donnell acknowledged the concern and expressed the desire to re-visit the time and dates for future meetings when all directors can be present to ensure the most convenient arrangements are made. Unfortunately, the pace and contingent considerations needed to ensure timely decisions are able to be made with regard to building matters posed by consultants and contractors for the long awaited construction process of the three new library branches, have demanded that special meetings be called. Various proposals were raised to notify absent directors while correcting the schedule issue for November's regular meeting.

MOTION - by Dir. Errichetti, 2nd Dir. Greenberg: to withdraw previous motions and amendments to change the regular November meeting date; adopted unanimously.

MOTION - by Dir. Errichetti, 2nd Dir. Holden: to cancel the regular meeting scheduled for November 21, 2018 at 6 p.m. inadvertently scheduled the night before the Thanksgiving Holiday and to meet instead on Tuesday, November 13, 2018 at 6:30 p.m. at the North Branch Library; adopted unanimously.

MOTION - by Dir. Baraka, 2nd Dir. Greenberg: to adjourn at 6:44 p.m.; adopted unanimously.

Respectfully submitted,

Thomas R. Errichetti\
Secretary / Treasurer