

**DIGHTON PUBLIC LIBRARY
JOINT MEETING OF THE
LIBRARY BUILDING COMMITTEE AND
LIBRARY BOARD OF TRUSTEES**

March 13, 2025

3:00 PM

This meeting was a hybrid meeting in person and available via the Zoom Conferencing platform.

Call to Order of the Library Building Committee: Co-Chairman Ken Pacheco called the Library Building Committee meeting to order at 3:04 PM

This was a hybrid meeting with adequate and accessible access through Zoom.

- Roll Call: Ron O'Connor (Co-Chair), Ken Pacheco (Co-Chair), Jim Aguiar, Pat Gales, Jonathan Gale, Mark Procknik, and Ralph Vitacco. Marc Tavares called into the meeting via Zoom.
- With a virtual meeting, a roll call vote should be taken, so that it is absolutely clear what the outcome of the vote is. The meeting must be completely audible.

Call to Order of the Library Board of Trustees: Chairman Ron O'Connor called the Library Board of Trustees meeting to order at 3:05 PM

This was a hybrid meeting with adequate and accessible access through Zoom.

- Roll Call: Ron O'Connor (Chair) and Rita Araujo.
- With a virtual meeting, a roll call vote should be taken, so that it is absolutely clear what the outcome of the vote is. The meeting must be completely audible.

Pledge of Allegiance: Building Committee members and Library Trustee members recited the Pledge of Allegiance.

Updates regarding project workstreams

- Building Commissioner Jim Aguiar reported that the Highway Department completed all the inside and outside handrails. The concrete has been poured on the sidewalk areas at the base of the exterior ramps. Jim also noted that the Bristol-Plymouth students have reengaged with the project and the Town Electrician has ordered all the electrical components for the HVAC. Jim stated that the interior painting has been completed with the exception of a couple restroom walls that will be painted by the Highway Department, and the Highway Department has been working on the cabinetry for the staff break room and Program Room.
- Jim proceeded to read a statement provided by Shayna Callahan of Granite City Partners, stating that the HVAC contract was awarded to Northstar, the equipment submittals were approved and ordered. Granite City Partners received two quotes for storefront glazing

and glass work, including the new front doors and employee doors. Granite City Partners is also working with a lighting consultant to work on specs and placement.

- ADA Coordinator Jonathan Gale asked about the electrification on the outside doors and bathroom doors. Building Commissioner Jim Aguiar questioned whether the bathroom doors could even be electrified due to their private single use nature, to which Jonathan stated that he will look into the regulations. Jonathan Gale also stated that he will look into the exterior doors for electrification prices, to which Jim Aguiar stated that if anything needs to go out to bid, he would like Granite City Partners to handle the bidding. Jim Aguiar also stated that the exterior doors have been selected, and they are doors that can be electrified.
- Library Director Mark Procknik presented the budget. He noted that there was one correction on the finance update, stating that the accurate number for the special article is \$263,487 remaining instead of \$261,767 as reported due to an invoice from another department mistakenly being paid to the special article. Mark reported that this mistake will be corrected in next month's report. Mark also noted that there is \$39,650.06 in Meg/Lig discretionary funds and \$53,674.69 remaining in the New Library Gift Account for a total of \$93,324.75 in discretionary funds.
- Jim Aguiar asked if any of the bills previously paid with the special article could be reclassified to the CPC funds. Jonathan Gale and Pat Gailes responded by recommending that if CPC funds were to be spent on work other than HVAC, the request must go before the CPC and that Jim and Mark should attend the next CPC meeting to have the discussion with CPC about the funds.
- Co-Chair Ken Pacheco stated that the first meeting of the Fundraising Subcommittee will take place following this meeting. Mark Procknik reported that he applied for a \$15,000 grant from the Association of Small and Rural Libraries that would go towards the HVAC work.
- ADA Coordinator Jonathan updated the Committee on the ADA Access grant, including the open forum now scheduled for April 24th and specific software for computers in various rooms of the new Library.
- Mark reported that he recently did another Facebook post showing images of the interior handrails that received positive responses.

Review, discuss, act on invoices

- Mark Procknik requested payment for three invoices from Eagle Leasing Company totaling \$522.00 for the storage units; seven invoices from A-1 Hardware totaling \$132.95 for work on interior renovations completed by the Highway Department; one invoice from Advantage Painting totaling \$3,965.00 for interior painting; ten invoices from Home Depot totaling \$1,333.21 for work on interior renovations completed by the Highway Department; one invoice from Aquidneck Fasteners totaling \$129.60 for work

on the hand rails completed by the Highway Department; and one invoice from Airgas USA totaling 197.04 for work on the hand rails completed by the Highway Department.

- Jonathan Gale moved to pay \$6,278.80 in invoices from the Special Article. Pat Gailes seconded.

Ron O'Connor: Aye

Ken Pacheco: Aye

Jim Aguiar: Aye

Pat Gailes: Aye

Jonathan Gale: Aye

Mark Procknik: Aye

Marc Tavares: Aye

Ralph Vitacco: Aye

The motion carried, and the Building Committee voted to pay \$6,278.80 in invoices from the Special Article.

Approve minutes of the February 13, 2025 meeting

- Pat Gailes moved to approve the minutes of the February 13, 2025 meeting with two typo corrections pointed out by Ron O'Connor. Jim Aguiar seconded.

Ron O'Connor: Aye

Ken Pacheco: Aye

Jim Aguiar: Aye

Pat Gailes: Aye

Jonathan Gale: Aye

Mark Procknik: Aye

Marc Tavares: Aye

Ralph Vitacco: Aye

The motion carried, and the Building Committee voted to approve the minutes of the February 13, 2025 meeting with two typo corrections pointed out by Ron O'Connor.

- Rita Araujo moved to approve the minutes of the February 13, 2025 meeting. Ron O'Connor stepped down to second.

Ron O'Connor: Aye

Rita Araujo: Aye

The motion carried, and the Library Trustees voted to approve the minutes of the February 13, 2025 meeting.

Next Meeting Date

The next meeting of the Dighton Public Library Building Committee is scheduled for Thursday April 10th at 3:00 PM and will be a joint meeting with Library Trustees.

Adjournment

- Jim Aguiar moved to adjourn the Library Building Committee meeting. Jonathan Gale seconded.

Ron O'Connor: Aye

Ken Pacheco: Aye

Jim Aguiar: Aye

Pat Gailes: Aye

Jonathan Gale: Aye

Mark Procknik: Aye

Marc Tavares: Aye

Ralph Vitacco: Aye

The motion carried, and the Building Committee meeting adjourned at 3:38 PM

- Rita Araujo moved to adjourn the Library Trustee meeting. Ron O'Connor stepped down to second.

Ron O'Connor: Aye

Rita Araujo: Aye

The motion carried, and the Library Trustee meeting adjourned at 3:38 PM