



TOWN OF DIGHTON Library Building Committee

Thursday, May 8, 2023 at 4:00 P.M.
Hybrid Meeting Via Zoom and In-Person at
Old Town Hall, 1111, Somerset Avenue, Dighton, MA

<https://us02web.zoom.us/j/89114140378?pwd=RXlqMFFTT3dLOXpzemFtQXJXcE4wQT09>

Meeting ID: 891 1414 0378
Passcode: 849979

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

1. Call to Order: 4:00 PM by Chair Ken Pacheco
2. The pledge of allegiance was recited.

Roll Call – In-person participants: Ken Pacheco, co-chair; Jonathan Gale; Nicole Mello; Jocelyn Tavares; Pat Gales; Britt Grealish-Rust; Mike Mullen; James Aguiar
Zoom participants: Marc Tavares,
By phone and then later arrival: Ron O’Connor, co-chair

Also present: Chief Christopher Maguy, Kevin Smith

3. Open House Planning: Ken gave recap of Open House, this Saturday, May 13 from 1:00 - 3:00. The photo at 12:45.
Takeaways for guest, Organization of the program and logistical update: Mike said we have begun getting the word out with an invitation sent out last week.
Feedback and traction has been good so far.

Structuring the flow of events based on current egress issues in the building. Chief Maguy has a big concern about the entire event taking place indoors, but smaller group tours are acceptable to him. This setup will inform the different types of information presented (and how it is displayed) on the Open House day.

Jim clarified that the egress concerns are construction related. The committee discussed ways that we could make the tours larger than groups of ten.

Canopy tents will be set up in the parking lot. We will have information about the project under the canopies. Those inside on the tours will be encouraged to ask questions outside.

Jonathan asked about the logistics of having more than one tour group in the building and keeping the group together. Mike thought smaller group sizes would take care of these concerns.

Nicole mentioned that setting expectations for the tour at the outset would be helpful, as well as fielding questions at the end of the tour would be helpful to keep the tours moving along.

Jim asked if adding back an exit that was previously removed would help with the capacity of the building. The Chief's calculation was based on how easy it would be to evacuate the building if he had one fire personnel on site, relative to the different egress located in different spots around the building. Capacity number did not include the guides.

Joe Shea of Granite City Partners has volunteered to be a guide. Jonathan asked if children were counted as part of the group and if there is an age limit. This line of questioning led to a discussion about having a numbering system/sign up area to keep order of the tour participants. Ken suggested someone else be a tour guide with Joe Shea.

Britt asked about the set up of tents and the need for tables and chairs. The Chief has tents they can get set up and Kevin offered to contact the Lions for tables and chairs. Those items can be left in the building on Friday.

We discussed the number of stations that would determine the number of tables needed: Needs and Impact on Services; Dedicated CPC/Financial Information; Historical Information; Accessibility and Project Timeline; Registration; Refreshments.

Ken has pop-up tents that he can let us borrow. We discussed parking situation and involving police for input. Jonathan advised space in the parking area for those who had a handicapped placard and seating for those who may need it while waiting. Jim advised having an escort for those who need to use the restroom because of capacity limits for the tours. Jonathan asked how often the tours go.

When the promotional reminder goes out, we can mention the staggered touring times.

Jocelyn suggested handouts for each organizational area. Britt suggested assigning people to each of these organizational areas, to their areas of expertise. The committee discussed refreshments and what we can serve from a Board of Health point of view. Jocelyn will get juice boxes and add some refreshments. Ken offered some snacks and will bring water.

Ron asked if we would compile all questions asked to create a Frequently Asked Questions. Mike thought that may be better than anticipating questions. Britt

suggested each station keep track and having people leave their questions on index cards.

4. Photo Opportunity for Annual Town Report: This is taking place at 12:45 and has been promoted.
5. Ron moved to approve April 27, 2023, minutes. Mike seconded.

Jonathan Gale: Aye Jocelyn Tavares: Aye Marc Tavares: Aye
Nicole Mello: Aye Pat Gailes: Aye Mike Mullen: Aye
Jim Aguiar: Abstain Britt Grealish-Rust: Aye Ron O'Connor: Aye
Ken Pacheco: Aye
Motion passes.

Set a meeting for May 18, 2023 at 4:00 to debrief the Open House.

6. Mike moved to adjourn the meeting. Jonathan seconded.

Jonathan Gale: Aye Jocelyn Tavares: Aye Marc Tavares: Aye
Nicole Mello: Aye Pat Gailes: Aye Mike Mullen: Aye
Jim Aguiar: Aye Britt Grealish-Rust: Aye Ron O'Connor: Aye
Ken Pacheco: Aye
Motion passes.

Meeting adjourned at 5:07 pm.