

Scribner Trustee Meeting Minutes
Monday, May 25, 2020
5:30 PM

Present: Amanda Loud, Susan MacLeod, Lisa Rollins
Mardean Badger, Alice Staples, Sara Weinberg, David Ruell, Alan Cilley

Due to COVID-19 restrictions this meeting was held via Zoom video/tele conference.

The current state of the Scribner Funds held in Wells Fargo is \$90,000. Last week the shed was secured with a padlock. Amanda Loud should be reimbursed for the cost of the materials.

The purpose of this meeting was a discussion with the library trustees regarding the current condition of the Scribner Building.

Recently, the building inspector made an in depth inspection of the Scribner Memorial (library) building and shed. The report has not yet been made available to the Scribner Trustees by the Board of Selectmen. Selectman Alan Cilley reported he was present during the inspection. He said the report is quite comprehensive with over 60 deficiencies. There are photographs included. The Scribner Trustees will have to review and discuss the report prior to making any big decisions.

The library trustees compiled and presented a two page report from their perspective with items needing attention. Please see additional materials entitled *"Issues for Discussion with Scribner Trustees"* attached to these minutes.

From the detailed notes left by outgoing trustee Tom Peters: the underground fuel storage tank needs work done to the filler tube.

A portion of the roof leaks and is in need of immediate repair.

The irrigation is not currently in use. It will probably not be used this year. Lisa Rollins reported last year she spoke to a Gilford Well company employee who stated the leak was due to sediment clogging the valve near the flag pole.

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There are broken window latches in the children's room. To secure the building the windows are nailed shut.

The estimate to install a sprinkler in the stairway to the 2nd floor was \$1800 a few years ago. Amanda will talk to Fire Chief Heath about the costs.

David Ruell reported there was an extremely large water bill of \$145.00 for the month of April. The sink in the kitchen area drips and the bathroom toilet overflows and regularly does not shut off once filled.

There are certain town records stored in the library dating back to the 1930s & 40s that need to be moved to the town hall storage for RSA 91A compliance. There is an open window in the attic with a siren/alarm that is no longer operational.

The maple tree on the corner of Main and Pleasant is rotting, dropping limbs during storms. The DPW removed a tree that had fallen last year. Susan MacLeod will contact local tree companies for estimates for its removal.

The front storm door needs to be fixed.

Sara Weinberg will forward the report on the lead based paint inspection done a few years ago to the Scribner Trustees for review.

Use of the basement and attic by the library was discussed. David Ruell would like to have the space available for storage of furnishings, excess equipment and papers. Lisa Rollins was concerned with the safety aspect of the steep narrow stairs, lack of proper handrails, and potential insurance liability issues resulting from any injuries. At this time the library may store snow shovels in the basement for the off season. For now, the attic and basement areas are off limits to storage use.

Over the next several months, the Scribner Trustees will be looking at reducing expenses, moving the balance of the trust monies into more cost effective

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Investment funds with fewer fees..

We will develop a long range plan for the building to fix critical existing issues and meet again with the library trustees sometime later this year. Mardean Badger has suggested a brainstorming session to gather basic, creative ideas between both trustee boards.

The next regular monthly meeting will be held on:

Monday, June 8, 2020

5:30 PM

Monthly meeting

Via Zoom

Meeting adjourned 7:15 PM

Respectfully submitted,

Lisa D. Rollins

Secretary, Scribner Trustee

****Note: This information was supplied by the Library Trustees to the Scribner Trustees***

Issues for discussion with Scribner Trustees regarding the Scribner Building (May 2020)

The Ashland Town Library Trustees are looking forward to working with the Scribner Trustees in the best interests of the town of Ashland. As we understand, the Scribner Trustees have responsibility for the trust funds, the grounds, and the building on the Scribner property. The Ashland Town Library Trustees have responsibility for library-owned material and the management of the Ashland Town Library.

Critical issues that need immediate attention

- * Handicapped access and signage – We are not in ADA code compliance. Library trustees have purchased temporary signs to direct people to back walkway and ramp. The walkway is too steep, and needs a hand rail.
- * Splintered railing on the back ramp
- * Confusing exterior signage – Sign on front of building says “Scribner Library”, sign on Pleasant St. side of building says “Scribner Center”.
- * No E-911 number on the building
- * Children's room - Windows do not lock securely. Some windows have fallen in from window frame.
- * Kitchen - Freezing of water pipes in kitchen during winter. No insulation in outside wall.
- * Stairway sprinkler – would enable public use of upper floor as advised by Fire Department.
- * Cracked floor tiles by the back door – safety hazard
- * Issues with the toilet running and overflowing. May have caused large water bill for the last month.
- * Who will do maintenance?
- * Who is emergency contact?
- * 2nd floor meeting room for events, collection, leave open?

* Storage in basement, attic, 2 meeting room closets (library access to closets)

Other Critical Issues

Grounds

Trees- old ones rotting, new planting?

Shed

Paint

Use?

Building exterior

Shingles on Main Street side of roof

Brick foundation, repointing, damaged sections at the street corner and on east side of restroom addition

Storm door on front porch that does not reach to the floor

The exterior steps to the children's room need paint and show signs of decay.

And, the threshold for that unused door and the billboard under the door are rotting.

Bathroom/back door addition pulling away from the main building

Front wall of building bowing in

Building interior

No security alarm

Stack area sinking floor (termite damage?)

Restroom handicapped access

Peeling paint on the ceiling in front of bathroom

Hole in the wall behind the folding chairs

Wall separated under window in stacks where air conditioner is placed

Other issues to discuss

Memorandum of understanding between trustee boards?

Liaison from one board to the other?