

Facilities Committee

April 17, 2023

1. Roll Call

- ✓ Rajene Hardeman, Chair (D)
- ✓ Heather Blakely (U)
- ✓ Carla Taylor (P)
- ✓ Janet Schnitzer (C)
- ✓ Mary Linda Todd (G)
- Barry Ramage (D) (ex officio)
- Rebekkah Smith Aldrich (Staff Liaison)
- ✓ Chris Herron (Staff Liaison)

2. **Chair's Comments:** Chair Rajene Hardeman welcomed the 2023 committee members and encouraged all to attend the in-person tour of the facilities that will be scheduled for later this year.

3. **Review of the Committee's Charge:** The committee's charge was reviewed, no changes were recommended. The topic of local vendor preference in awarded contracts was discussed.

4. **Facilities Reports:** MHLS Facilities Operations Manager and Assistant Delivery Operations Manager Chris Herron provided reports on several on-going efforts related to this committee's work including:

- a. **Capital Plan Priority #1 for 2023: Roof Replacement & Rooftop Solar Installation:** on this project and noted:
 - i. MHLS has contracted with Synergy Design to provide the project specs and guidance as we prepare a Request for Proposal (RFP), evaluate bids, and select contractors.
 - ii. MHLS is applying for the EBSCO Solar Grant and a State Aid for Library Construction grant for this project.
- b. **Electric Vehicle Charging Stations Update:** Usage of the stations continues to increase each month. MHLS charges only enough to recover electricity costs at this time.
- c. **ADA Checklist for Existing Buildings:** Staff continue to work through this checklist, now that the exterior aspects have been evaluated they are working on the interior checklist. This checklist is part of the MHLS Equity, Diversity, and Inclusion Working Group's recommendations.
- d. **Other Facility Updates:**
 - i. Automated External Defibrillator Installed and volunteer staff have been trained
 - ii. A Nursing Room as per requirements in state law is being created on the third floor of the office building.
 - iii. Personal safety best practices have been reviewed with staff and active shooter training is being planned for staff this year.
 - iv. A new three-year contract for elevator service has been signed, the price will remain flat.
 - v. Passed backcheck valve inspection
 - vi. Office building emergency exit lights replaced with LED units
 - vii. Auditorium Public Assembly license inspection passed

viii. Annual inspection of fire systems performed; Fire extinguishers in both buildings were inspected; 1 needed to be replaced

5. **Central Hudson:** MHLS staff reported that Central Hudson has not adequately reported upcoming planned power outages to the facilities. A formal complaint with Central Hudson will be filed.
6. **Pollinator Garden:** This project remains in the planning stage due to efforts to find alternative funding sources. The Committee discussed several ideas to help bring down the cost and it was noted that grants are being sought for this project.