

**BEDFORD PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES  
June 8, 2017**

A regular meeting of the Bedford Public Library Board of Trustees was held on June 8, 2017 in the Richmond Room. In attendance were Ed Moran (Chair), Tony Frederick (Treasurer), Walter Gallo (Trustee), Mary Ann Senatroy (Library Director), and Miriam Johnson (Assistant Director). The meeting was called to order at 9:03 a.m. Jeff Foote and Peter Barbuto joined the meeting until 9:50 a.m.

**Secretary's Report** – Minutes from the May 11, 2017 meeting were accepted and approved.

**Treasurer's Report** – The Treasurer's report was reviewed and accepted. The following gifts were accepted by the Trustees: Anonymous - \$50, Bedford Garden Club Memorial Book - \$25, SCORE of Merrimack Valley - \$300

**Director's Report** – See attached.

**Old Business:**

**Plumbing issues** – Jeff and Peter gave an overview of the plumbing. Peter and Kirk have been flushing the toilets daily. Staff has begun flushing on weekends. Initially, it was thought that we could wait until the parking lot is addressed, but it cannot be put off. The pipes have been looked at with a camera, and two sags were identified in the line between bathroom and kitchen and the kitchen and south side of building. There is also a small sag closer to the bathrooms. Some questions that need answers are: was the system designed correctly? what is the elevation difference between the toilets and invert of the septic? If there is not enough slope, we need a pump system; gravity is preferred but we need to know the condition. The toilets were replaced from low flow (<1.5 gallons) to 3 gallons last week. This week we've had a backup which was caused by too much toilet paper. Discussion ensued about how to combat this aspect of the problem. The new system needs to be designed by engineers. The height differential is challenging. It must go out to bid. The cost is expected to be \$100,000 for engineering costs, putting it out to bid, digging up floor. Options considered were discussed. The grade is too flat for pipe bursting or drilling. They are planning to oversize the pipe to 6"; it is 4" now. They are moving forward with price estimates to replace the bellies. The group talked about converting the quiet study to a family bathroom as a way to alleviate problems on the lower level. We will make some educational material to distribute regarding the problems that wipes cause for septic systems. Mary Ann requested that the project be scheduled for August, which is what Jeff is aiming for. Ed is going to inquire with the NHDOT regarding the Clivus Multrum systems that are used on the highways.

**Staff summer reading program** – Mary Ann requested that the trustees fund a staff raffle for summer reading.

**Motion:** Walter moved that the Trustees approve \$200 for the staff raffle. Tony seconded. Motion passed unanimously.

**Meeting Room Policy** – Discussed the pressures on the meeting rooms and the requests we receive and how they fit or don't fit the criteria. Examples of requests received recently were discussed. The policy will be reviewed at a future meeting.

**Facilities Master Plan** – The committee has been meeting every other week. Mary Ann will be meeting with the library architect again next week. She will email his preliminary report, which more or less concluded that the library is at capacity. The bookstacks are over-full. He noted that the lighting is not great in many areas.

**NHLTA Conference** – The sessions were excellent. Mary Ann will share information with Walter, who was unable to attend.

**New Business:**

**Bulldogs of Bedford Project** – Jessie sent Mary Ann two artists' renditions for the bulldog and she selected one, which Greg also liked. The painting is moving forward.

**Geothermal Celebration** – The ribbon cutting will take place on Thursday, June 22 at 9:00 a.m. There will be tents set up near the wells, and refreshments and a tour inside. The mechanical room will be open and we'll have the DVD of the engineer's talk playing in one of the meeting rooms. We are working on a brochure.

The next meeting will be held on Thursday, July 13, 2017 at 9:00 a.m. in the Richmond Room. The meeting adjourned at 10:59 a.m.

Respectfully submitted,  
Mary Ann Senatro  
Library Director

Miriam Johnson  
Assistant Director