

Chelmsford Public Library Trustee Minutes –Hybrid Meeting

June 28, 2023

Present: Library Director, Lesley Kimball (in-person), David Braslau (in-person), Kathy Fox (in-person), Kevin Hamilton (virtually), Maggie Marshall (in-person), Deborah Robson (in-person), Adam Schertzer (in-person), Phakdey Yous (in-person)

Associate Board Members Present: Michelle Fearon (in-person)

Absent: Wendy Segal, Josh Wimble

- I. Meeting called to order by Maggie Marshall at 5:11 p.m.
- II. Announcements
 - a. Kathy read the Land Acknowledgement aloud.
- III. Sharing of Public Comments
 - a. Jim Martin from the Chelmsford Tree Committee completed inventory of trees on the Adams Library property, and provided a summary to the Trustees, indicating that most of the trees are healthy.
 - i. Maggie, David, and Lesley will determine via email a few possible dates (July 11th or July 13th, ~5pm) to meet with Jim to walk around the Adams Library to look at the trees. They will also include Mike on this tour of the trees.
 - ii. Lesley indicated that Stony Brook is obtaining a quote for replacement trees.
- IV. Approval of Consent Agenda
 - a. Deb made a correction to the Consent Agenda (A1) to remove Phakdey from the list of people who met with Chris Polson to look at the courtyard wall.
 - b. David motioned and Adam seconded the motion to approve the Consent Agenda as corrected. Unanimous approval.
- V. Old and Ongoing Business
 - a. Memorial remembrance for Becky Herrmann update
 - i. Deb indicated no new updates from Chris Polson, the artist. He had estimated sending a mock-up by end of June (with a reduced labor fee), but has not yet done so. Deb will check-in with Chris, again, next week. Kathy inquired about obtaining the invoice for the Mermaid project to get a better sense of cost. Lesley indicated that she will try to find this invoice.
 - ii. Deb, Phakdey, David, and Lesley met with Scott Venier, the Vice President of the Land Trust at Bartlett Park on 5/18 to look at possible locations and ideas for a pergola. Scott suggested some locations and also proposed the idea of a circular bench surrounding a tree in lieu of a pergola. A number of sample benches were shared. Discussed pros and cons of pergola and circular bench. Phakdey indicated that the tree seemed calm and peaceful, a perfect location for a remembrance bench. The pergola would require plantings and some maintenance while the bench would be more manageable long-term. David suggested using natural but weather-resistant wood for the bench and laying river rock around the tree. Maggie and Kathy shared some concerns regarding tree/roots growth and accessibility (arm rests versus no arm rests) of the bench to the public. Trustees decided on a circular bench with arms.
 - iii. Lesley will send Tony, “the wood” contractor, a picture of the circular bench (with arm rests) and ask him for an estimate.
- VI. Correspondence
 - a. Inquiry made about a possible memorial bench
 - i. Lesley reported that a man had inquired about donating money towards a memorial bench for a family member. Deb asked if his intention was for a bench at MacKay or the Adams library. David expressed some reservations about adding another bench onto the Adams library campus. However, with the removal of trees, there might be some space. David also suggested hanging a memorial placard on a tree or inserting a memorial sign at the base of a tree (a sign similar to the one on the rock garden). David suggested fundraising for the replacement trees.
- VII. New Business
 - a. Retaining Wall
 - i. Lesley reported that a car had driven over the retaining wall on Sunday afternoon, pushing part of the wall down. The driver of the car was uninjured and a police report was taken. On Monday, a library patron attempted to climb down the wall and injured himself in the process. He declined any medical attention. DPW has since blocked off the sidewalk and posted caution tape along the length of the retaining wall.

- ii. Lesley met with Christine to discuss some options to resolve the issue of the retaining wall and parking lot. Christine suggested closing off the sidewalk as it goes nowhere. Emergency services are advocating to get this project done, but are awaiting engineer's plan.
 - iii. Discussed ideas about including plantings as well as higher curbing. David indicated the wall needs to be tapered back with drainage. He also noted that similar incidents have occurred in the past. Lesley shared that snow removal/plowing was also discussed as part of the plan. David also suggested narrowing the aisle between 2 rows of parking to allow for more room at the head of the row. This would also allow for more room for snow piles. In the past, discussion was had about reconfiguring parking and placement of arrows to make it harder for people to go the wrong way. Kathy asked if there are any arrows on the lot. Lesley noted the parking lot is a fiscal year 2025 project that has to go through town meeting. The parking lot and retaining wall are 2 separate issues. Adam asked if we can put arrows down before 2025 as a short-term solution.
 - b. July 4th Parade
 - i. Kathy, Kevin, and Maggie will participate in the parade this year to represent the Trustees. They will wear library t-shirts.
 - c. Grand Re-opening of MacKay
 - i. Discussed grand re-opening date. Lesley spoke to Nancy about potential dates. A suggestion was made about scheduling the re-opening date on a concert night (a Wednesday night). Lesley suggested including a bubble machine, balloons with the Library logo, and an ice cream truck (David proposed Dylan and Pete's). A proposal was made for Wednesday, August 9th (Ben Rudnick concert).
 - ii. Lesley proposed a "Grand Re-opening Party" committee. Kathy volunteered to head this committee.
 - d. Trustees' summer meetings
 - i. The Trustees will combine the July and August meetings. They will meet on July 26th at 7pm.
 - ii. The Trustees will not meet on August 9th.
 - e. Public Comments Policy
 - i. Lesley indicated that there was a lengthy discussion about the public comments policy. The attorney will review and make minor changes and Lesley will send the updates.
 - ii. Discussed language of policy. Kathy shared that she found the policy confusing, noting that public input and public comments sound like two different things. David also interpreted it the same way. David noted that public input pertains to a member of the public commenting a particular agenda item. A public comment can be anything; it doesn't have to pertain to an agenda item. Kathy asked if public comments/input are limited to Chelmsford residents or to Library users? David asked if the public comment needs to be relevant to the Board they are addressing. Lesley indicated some confusion around public comment versus public hearing. Michelle brought up a spelling error (line 4, "s" following "agenda") that needs to be corrected.
 - f. Kathy noted that the link to the Library on the Town website is outdated and needs to be fixed.
 - g. Maggie proposed the Trustees take an updated photo at the next meeting (July 26th).
- VIII. Adjournment
- a. Maggie motioned to adjourn and the meeting was adjourned at 6:12 p.m.