



DISCOVER THE PAST, CREATE THE FUTURE

**Gloucester Lyceum & Sawyer Free Library  
Building & Grounds Committee – Meeting Notice  
Monday, March 8, 2021 at 4:00 PM**

via Zoom transmission: <https://us02web.zoom.us/j/82710169217>

CITY CLERK  
GLOUCESTER, MA  
2021 MAR -1 PM 2:43

**Meeting Agenda**

1. Call to Order with Announcement:

This meeting is recorded by video and audio in accordance with state Open Meeting Law. Consistent with the Governor's orders suspending certain provisions of the Open Meeting Law and banning gatherings of more than 10 people, this meeting will be conducted by remote participation.

2. Welcome and Recent Developments

3. Approval of minutes from February 8, 2021

4. Interior Update

- a. Open Library Update – Jenny
- b. Library Conditions, Furnishings and Equipment
  - i. Circulation Desk & workstation: Armstrong Brand - Kecia
  - ii. Rehab of Custodian's Office – Kecia
  - iii. Door bells' installation – by Essery Electric
- c. Monell Building's Bathroom Exhaust Fans-DPW declined
  - i. Preferred Air's Proposal: Two Panasonic exhaust fans

5. Exterior Update

- d. Monell Roof/Falling Block Ice Situation – Chuck/Fred
- e. Amphitheater's Sail Awning – Installation of Sonotubes
  - i. JPL's Estimate

6. Saunders House Stewardship Committee

- f. Preferred Air's Proposal: Converting boiler's oil burner to gas

7. Security

- a. SafeGuard Blue

8. DPW Facilities Ticketing System

- a. Done: '76: Unclog Toilet: Lower floor Women's Bathroom Ticket #6799 closed on 2021-02-24 @ 09:13 AM
- b. Open:

9. Next meeting: Monday, April 12, 2021 at 4:00 PM

10. Adjourn

The listing of matters is those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may, in fact, be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.