



DISCOVER THE PAST, CREATE THE FUTURE

**Gloucester Lyceum & Sawyer Free Library
Building & Grounds Committee – Meeting Notice
Monday, June 14, 2021 at 4:00 PM
via Zoom: <https://us02web.zoom.us/j/82710169217>**

CITY CLERK
GLOUCESTER, MA
2021 JUN -8 PM 1:12

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 May 10, 2021
4. Interior Update
 - a. Open Library Update – Jenny
 - b. Library Conditions, Furnishings and Equipment
 - i. Bathroom Door Access and Locks – Neil
 - c. Custodian's Office
 - i. Sink Installation
 - ii. Light Fixture
5. Exterior Update
 - a. Monell Roof/Gutter drainpipe
 - b. Basement Leak – Groundwater or Leak?
 - c. Amphitheater's Sail Awning - Kecia
 - i. Installation of sail awning
 - ii. Maintenance agreement
 - d. Fountain
 - i. Water source
 - ii. Winter tank protection
 - iii. Plaque for Fred
 - e. Utility pole at Mason Street corner
6. Saunders House Stewardship Committee
 - a. Converting Oil Burner to Gas – Dan
 - b. Murals' Renovation Update – Jenny

7. Security

- a. SafeGuard Blue

8. DPW Facilities Ticketing System

- a. Ticket #7080 & 7120: Replacement of window screens in Anderson Room (Submitted 05/27/21 and 6/2/21, Closed on 6/3/21)
- b. Ticket #7061: Installation of Air Conditioners in Saunders House (Submitted 05/24/21, Completed 05/26/21)
- c. Ticket #7034: Replacement of Sink In Custodians Office (Submitted 05/13/21)

9. Next meeting: Monday, July 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.