

Taft Public Library Rectory Sub-Committee

Minutes of the March 13th, 2025 Meeting

Attendees: Gabrielle Porciello, James Thach, Leigh Martin, Monika Schmid, Andrew Jenrich

Mendon Select Board Representative: Alejna Brugos

1. Meeting called to order at 7:22 PM.
2. Organization of sub-committee completed – discussion on if a Vice Chair is required, clarified the needs of the sub-committee are based on the direction of the trustees. Gabrielle Porciello asked if there is anyone who desires to be Vice Chair. James Thach volunteered to cover if Gabrielle Porciello is unavailable. Leigh Martin has volunteered to take meeting minutes for James Thach if he is covering as Chair.
3. Architect Selection – Signed and selected GRLA out of Hopkinton, MA.
 - a. Andrew and James did a walk through with one of the partners and project managers from GRLA, they had an excellent understanding of the grant constraints and the intent of the library and trustees for the space. GRLA gave a clear set of timelines for how to execute the feasibility studies. Will coordinate with them to either have some details or be present for the next meetings.
 - b. Additionally, connected staff, specifically Tara Windsor the children's librarian to enable open dialog on the desired use of the space.
 - c. Clarified that as it falls under \$30,000 (the grant was for \$25,000) that by Massachusetts procurement law, this is able to be sole sourced.
 - d. Action items: email out the contract to all members of the sub-committee.
4. Sub-committee work space – James will work with Dan Byer on if we can rename the teams workspace, or build a new one as the sub-committee is no longer a working group.
5. Feasibility Study Grant funds – First half of the funds have been received by the town and the consultant is coordinating with Andrew on where to send bills.
6. CPA meeting – message was sent out to identify projects that could apply.
 - a. James emailed the committee and specifically Anne Mazar. They discussed that once the feasibility study to reconnect and discuss options.
7. Liaisons – discussing what groups we wanted to engage with.
 - a. Monika was able to connect with Caroline Wass and she was not able to attend this evening but would be happy to be our liaison to the senior center.
 - b. Keep the original group including Dan Byer and Jane Lowe
 - c. Recommended to at re engage with the town planner, Dylan Lindholm

8. Meeting minutes – discussion that the sub-committee did not have it added to the agenda. Then discussion on where the notes should be saved and stored.
 - a. Motion to amend the agenda to vote on the meeting minutes.
 - i. Motion approved
 - b. Motion to approve the meeting minutes.
 - i. Motion approved
9. Any follow on discussion with the architect
 - a. Discussed the ability to have a walk out basement for both storage and possible meeting space
 - b. Discussed the elevator should be used the library and not be needed to be installed.
 - c. Open dialog with them when we did the walk through, and they were very detailed in their ideas and ensured that we directed them to adhere to all federal, state, and local laws
10. New Business.
 - a. Monika presented a question about the number of library employees who may be involved in the process, asked if there was any restrictions.
 - b. No restriction on who can attend and be involved in the process. We want to ensure that all staff are involved throughout the process and
 - c. How do we communicate the rectory redesign, being open over all the stages as we are going to be in a challenging fiscal time as the school district will be coming forward with potential budget challenges for facilities and other. It is key to keep communicating and keeping all options open on funding including possible benefactors.
 - d. Does the group need meet more frequently – at this point not yet. As we move through April we will have a better feel on that schedule

Next meeting will be April 3th, 2025 @7:00

Meet Adjourned at 7:56pm