



*Nesmith Library Board of Trustees*  
**Tuesday, July 11, 2017**  
**Special Meeting Minutes *DRAFT***

**Present: Trustees:** Patricia Barstow (Chair), Tara Picciano (Vice Chair), Mark Branoff (Treasurer), Karen Marcil (Vice-Treasurer), Cathy Robertson-Souter (Recording Secretary), Neelima Gogumalla

**Director:** Carl Heidenblad

**Assistant Directors:** Diane Mayr, Sylvie Brikiatis

**Absent:** Michelle Stith (Corresponding Secretary)

**Call to Order:** The meeting was called to order at 7:03 pm by Patricia Barstow.

Mission Statement: read by P. Barstow

**Ongoing Business:**

**RFP Carpet/Flooring:** The special meeting was called to discuss and award contract for carpet/flooring installation at Nesmith Library.

Bids received:

- Edge Pro Flooring, Middleton, Mass.: \$37,382
- Integrity Interiors, Sandown, NH: \$39,995
- Messina's Flooring and Carpet, Salem, NH: \$53,750
- Jostes Carpet, LaFayette, GA: \$56,963

References: C. Heidenblad contacted references for bidders except for highest bidder whose bid had not been complete.

EdgePro Flooring: Has done similarly large jobs with very positive results. Town of Andover has used the company extensively.

Integrity: Smaller jobs than this one but very positive results.

Messina: Has worked with town of Windham on various projects in the past with positive results.

Discussion:

Tactile versus glued-down tiles- The only bid to include Tactile was with Messina Flooring.

C. Heidenblad would prefer the Tactile because it would cause less dust and off-gassing with installation. Tac-

tile would be simpler to replace individual tiles. It would also be easier to keep the library operational during installation since the job can be done section by section.

Suggestion made to possibly close library for two weeks of installation. C. Robertson-Souter felt this would cause problems with residents and should be avoided. C. Heidenblad felt that it could be worked out not to necessitate extensive closure.

Cost difference of using Tactile is up to \$16,000 depending on the vendor chosen, N. Gogumalla pointed out, a cost that would be hard to justify in light of budgetary restrictions across all town departments.

Installation is due to be done in September, a typically slower season for the library.

Materials being used by the bidders are similar in style and quality. Edge Pro and Messina offer assistance with interior design expert to help choose colors.

**Motion:** T. Picciano moved to award the carpet and vinyl replacement bid to Edge Pro Flooring for the amount of \$37,382. K. Marcil seconded.

Discussion: T. Picciano mentioned that she appreciated the positive references. N. Gogumalla asked if we could have them work nights where possible to avoid closure. P. Barstow asked if night would be included at the same price. C. Heidenblad said he would work out a schedule with them and that he understood that nights would not be at a higher rate. C. Heidenblad added that there will be other tangential costs to be applied toward overall budget for the job including movers to help shift larger furniture and a cleaning crew after job is completed.

**Vote: 6-0 in favor**

**Announcements:**

Next scheduled Trustees meeting will be held Tuesday, August 8, 2017 at 7 p.m.

Meeting adjourned at 7:47 p.m.

Respectfully submitted,  
Cathy Robertson-Souter

FINAL DRAFT APPROVED 8/14/17