

**DIGHTON PUBLIC LIBRARY
JOINT MEETING OF THE
LIBRARY BUILDING COMMITTEE AND
LIBRARY BOARD OF TRUSTEES**

October 16, 2025

5:00 PM

This meeting was a hybrid meeting in person and available via the Zoom Conferencing platform.

Call to Order of the Library Building Committee: Co-Chairman Ken Pacheco called the Library Building Committee meeting to order at 5:04 PM

This was a hybrid meeting with adequate and accessible access through Zoom.

- Roll Call: Ken Pacheco (Co-Chair), Ron O'Connor (Co-Chair), Pat Gailes, Britt Grealish-Rust, Mark Procknik, and Marc Tavares.
- With a virtual meeting, a roll call vote should be taken, so that it is absolutely clear what the outcome of the vote is. The meeting must be completely audible.

Call to Order of the Library Board of Trustees: Chairman Ron O'Connor called the Library Board of Trustees meeting to order at 5:04 PM

This was a hybrid meeting with adequate and accessible access through Zoom.

- Roll Call: Ron O'Connor (Chair), Rita Araujo, and Ann Meitzen.
- With a virtual meeting, a roll call vote should be taken, so that it is absolutely clear what the outcome of the vote is. The meeting must be completely audible.

Updates regarding project workstreams

- Library Director Mark Procknik reported that although the new building is open and a fully operational Library, there are still a few punch list items that need to be dealt with.
- Mark reported that the cloud lights for the Children's Room will be delivered on Monday October 20th and will be installed the following week.
- Mark stated that Comcast successfully hooked up the building's phones last week.
- Mark stated that there may not be an ADA compliant location in the Library to install the water bottle filler per former Building Commissioner Jim Aguiar, so Mark hopes ADA Coordinator Jonathan Gale will offer his input and see if there is indeed a location where the water bottle filler can be installed.
- Mark reported that the locksmith will soon be re-keying the exterior doors so that all exterior doors use the same key, as opposed to each having their own key.
- Mark stated that the two closet doors in the Program Room do not currently have doors and that the Highway Department will install doors for those closets at some point.

- Mark reported that the projector and screen for the audiovisual system in the Program Room are still on back order and have not arrived, but when they do, Ockers will finish up their installation and complete the system at some point in October or November.
- Co-Chair Ron O'Connor raised the question of the defibrillator for the Library, to which Mark Procknik replied that he will follow up with the Fire Chief about obtaining one.
- Co-Chair Ron O'Connor raised the question about having a bike rack, to which Mark Procknik replied that he spoke with Highway Superintendent Tom Ferry about the new landscaping plan and would make sure a bike rack was included in the design.
- Mark Procknik reported that the wooden shelves he planned for the west wall have not yet been installed but the Highway Department will be doing that at some point.
- Mark Procknik reported that the canopy tops for the shelving in the Children's Room were supposed to be delivered in October, but now believes that the delivery may be delayed and not arrive for installation until November or December.
- Ron O'Connor raised the question about a security system for the building, to which Mark replied that former Building Commissioner Jim Aguiar met with a company to provide a quote, but has since left the employment of the Town of Dighton, so there is no update. Mark added that he would look into it to see where that currently stands.
- Historic Commission Chair Pat Gales asked about the floor grilles and how many are needed, to which Mark Procknik replied that he did not know the exact number of grilles needed or the sizes of the grilles. Pat Gales reported that she had been shopping around for historic grilles and had some ideas in mind for grilles that she liked but stated that she would prefer to see the grilles in person before making any kind of decision. Mark Procknik stated that the Highway Department would have the measurements of all the grilles that are needed. The Committee agreed that the interim grilles get the job done for now but that they should be replaced with something more historically accurate.
- Mark Procknik reported that there is enough left in the Special Article to accommodate the landscaping estimates. Mark Procknik also reported that there are still funds remaining in the CPC and the ADA Accessibility grant. Mark Procknik reported to the Committee that there are two invoices still coming from Granite City Partners and after speaking with them, Granite City Partners indicated that those invoices will come in under what was initially budgeted as an estimate for architectural engineering costs.
- Britt Gearlish-Rust asked about earmarked donations given to the Library, to which Mark Procknik replied that he has not yet discussed plaques with the Trustees, and Ron O'Connor stated that the Trustees recently approved a Library Gift and Donation Policy, including 'in memorium' gifts.

- The Committee agreed that with the building officially open, the Fundraising Subcommittee can be disbanded.
- Pat Gailes moved to disband the Library Building Fundraising Subcommittee. Britt Grealish-Rust seconded.

Ken Pacheco: Aye

Ron O'Connor: Aye

Pat Gailes: Aye

Britt Grealish-Rust: Aye

Mark Procknik: Aye

Marc Tavares: Aye

The motion carried, and the Building Committee voted to disband the Library Building Fundraising Subcommittee.

- Mark Procknik reported checkout statistics for the month of September were 1,396 items compared to 1,757 items for August and 1,815 items for July. Mark Procknik noted that the Library was open a total of nine days in September and has checkout statistics on par with the summer months of July and August.

September 20th Grand Opening

- Mark Procknik reported that the Cable Committee has not yet finished the editing of the footage they recorded from the Grand Opening. The Committee agreed that the Grand Opening went well and received positive feedback about all the building and renovations.

Library strategic planning

- Ron O'Connor reported to the Committee that the Library Trustees will be working on a new strategic plan to cover the years 2026-2031 now that the new Building is open and the Library's previous strategic plan covered up to July 2026.

Review, discuss, act on invoices

- Co-Chair Ken Pacheco presented one invoice from Plan B Construction totaling \$16,560.00; one invoice from Biss Lumber Co., Inc. totaling \$179.32; one invoice from Granite City Partners, LLC totaling \$1,067.50; two invoices from A-1 Hardware totaling \$208.60; one invoice from The Throne Depot totaling \$130.00; one invoice from M&S Cleaning Service totaling \$700.00; seven invoices from The Home Depot totaling \$2,532.68; one invoice from Fergusus Waterworks totaling \$918.13; three invoices from Amrize Northeast Inc. totaling \$4,628.39; and one invoice from Land-Tek Maintenance, Inc. totaling \$142.35 to be paid for with the Library Special Article. The total sum of all the invoices comes to \$27,066.97.

- Marc Tavares moved to pay the invoices totaling \$27,066.97 with the Library Special Article. Pat Gailes seconded.

Ken Pacheco: Aye

Ron O'Connor: Aye

Pat Gailes: Aye

Britt Grealish-Rust: Aye

Mark Procknik: Aye

Marc Tavares: Aye

The motion carried, and the Building Committee voted to pay the invoices totaling \$27,066.97 with the Library Special Article.

Approve minutes of the September 4, 2025 and September 17, 2025 meetings

- Pat Gailes moved to approve the minutes of the September 4, 2025 and September 17, 2025 meetings. Britt Grealish-Rust seconded.

Ken Pacheco: Aye

Ron O'Connor: Aye

Pat Gailes: Aye

Britt Grealish-Rust: Aye

Mark Procknik: Aye

Marc Tavares: Aye

The motion carried, and the Building Committee voted to approve the minutes of the September 4, 2025 and September 17, 2025 meetings.

- Rita Araujo moved to approve the minutes of the September 4, 2025 and September 17, 2025 meetings. Ann Meitzen seconded.

Ron O'Connor: Aye

Rita Araujo: Aye

Ann Meitzen: Aye

The motion carried, and the Library Trustees voted to approve the minutes of the September 4, 2025 and September 17, 2025 meetings.

Next meeting date, future role of the Committee, and acknowledgement of members

- Ken Pacheco thanked all the members of the Committee for their efforts and hard work.
- No meeting was scheduled, but the Committee acknowledged that additional meetings would be needed in order to pay additional bills or as business arises. Ken Pacheco also noted that the Board of Selectmen will keep the Committee open until June 2026.
- Ron O'Connor stated that the Committee should plan to deliver a final report on the project for inclusion in the Town's Annual Report.

Adjournment

- Britt Grealish-Rust moved to adjourn the Library Building Committee meeting. Pat Gailes seconded.

Ken Pacheco: Aye

Ron O'Connor: Aye

Pat Gailes: Aye

Britt Grealish-Rust: Aye

Mark Procknik: Aye

Marc Tavares: Aye

The motion carried, and the Building Committee meeting adjourned at 5:54 PM.

- Rita Araujo moved to adjourn the Library Trustee meeting. Ann Meitzen seconded.

Ron O'Connor: Aye

Rita Araujo: Aye

Ann Meitzen: Aye

The motion carried, and the Library Trustees meeting adjourned at 5:54 PM.