

M.N. Spear Library Reuse Committee Meeting Minutes
March 26, 2026 Hybrid Meeting Format

Committee members present: Rita Farrell, Mary Jo Johnson, Stephen Dallmus, Paul Lyons, Susie Mosher, Henry Geddes

Staff present and Guests: Brennan Mailloux

The meeting was called to order at 10:33 am.

Agenda Review: As posted.

General Business:

1. Approve the Meeting Minutes for 3.9.26 and 3.17.26:
 - a. Without the physical Minutes available, the committee decided to table approving both sets of Minutes until the next meeting.

2. Recap of 3.17.26 Presentation:
 - a. Farrell gave a quick recap of what was discussed at the committee's presentation to the Select Board on March 17, 2026.
 - i. Farrell stated she regrets that the committee didn't get into the more specifics at the presentation.
 - ii. There was discussion about the bathroom situation. There was differing thoughts over whether the general consensus between the committee is that a bathroom is required at the M.N. Spear Library Building.
 - iii. Lyons thinks we need to go out and get more professional advice and services. He questioned who we could utilize, how much it would cost, and where the funds would come from to pay for the services? He believes we need to have someone to help us figure out the questions of if our septic system is adequate? Is the well adequate and have enough capacity? What would a feasibility study cost?
 - iv. Mosher stated the use of the M.N. Spear Library Building is our biggest concern. She does not think there is any specific urgency right now. She understands the insurance aspect, but she said being a member of the Finance Committee has shown her that our budget is strapped right now, and we cannot take on any more major projects. She stated we do not have any money for developing that property in any kind of significant way. She believes that at this point we can not afford to put in a bathroom, but we can afford to leave it as a Meeting Space and leave it open to future uses.
 1. Lyons questioned Mosher if she feels we should even spend a relatively small amount of money to get more information about a bathroom option?

- a. Mosher reiterated that she does believe we need a bathroom at this time if we keep it as just a Meeting Space. We could keep it as is, maintain the insurance, and not go about fueling any heartfelt wishes.
 - v. Dallmus stated a low-cost yield capacity test of the Town Hall well should be conducted. He doesn't believe it should cost any more than \$500. Dallmus also stated that he thinks Alan Weiss could be of use in looking at the Church's septic system design. He does not anticipate it to be a big investment.
 - vi. The committee discussed the interior renovations that should be made at the M.N. Spear Building. These include a new furnace and partition walls. Dallmus said the furnace is old but functioning. It does not necessarily need to be replaced right now. He would like to see heat pumps installed instead.
 - vii. Johnson asked if this committee is ready to make a recommendation on use, or if that idea is premature? She was under the impression based off Mosher's comments, that Mosher may be at point where she feels ready to commit to a use. Johnson also asked who is responsible on the Finance Committee for the decision-making process of how much money do we have available to do what with? Farrell stated ultimately it would come down to Town Meeting to decide how money is spent, and that the committee could submit a proposal for vote.
- 3. Discussion of next steps for the committee:
 - a. Farrell suggested that the committee make the investment in looking into the bathroom situation and check in with the Finance Committee about how much they have in Reserves.
 - b. The committee to gather an estimate for having a yield test done of the Town Hall well by a well driller. This will be coordinated with Alan Weiss.
 - c. Lyons to contact Henshaw Well Drilling as they have experience monitoring wells. He will also talk with a plumber.
 - d. Mosher will talk with Alan Weiss about the Church septic system and what it would cost to cross the road. Also, how many hours would it take.
- 4. Other Business:
 - a. The committee decided to amend their chart of options to include a fourth option that includes the installation of a bathroom.
 - b. Lyons looked into POST Commission requirements and could not find anything definitive in writing that discusses facilities.
 - c. Dallmus shared that the M.N. Spear Library porch CPA grant was denied for this go-round because an additional source of money needs to be disclosed in the application as well as a solidified number instead of a budget range for the project.

5. Schedule Next Meeting Date:
 - a. The next meeting scheduled will be held on April 9th at 10:30 am. (Johnson will be away.)

6. Meeting adjourned at 11:36 am

VOTE: Mosher makes a motion to adjourn at 11:36 am, Lyons seconds. Roll call vote Johnson: aye, Mosher: aye, Lyons: aye, Dallmus: aye, Geddes: aye, Farrell: aye; motion carries.

Document and Other Items Used at the Meeting:

1. Meeting Minutes for 3.9.26 and 3.17.26
2. Options Matrix Chart

Respectfully submitted,
Brennan Mailloux
Administrative Assistant
Town Administrator/Select Board

** A full version of the 3/26/26 M.N. Spear Library Reuse Committee meeting is available to view on the Town of Shutesbury's YouTube page: <https://youtu.be/qa7dEQlOkEg>

