

Wolfeboro Public Library Board of Trustees

Building Committee Minutes

Friday, September 7, 2018

Attending: Joyce Davis, Kathy Barnard, Nancy Ghirardini, Pru Fitts, Candace Thayer, Cindy Scott, Linda Wilburton, Roger Murray, Tom Madden and guest Sandra Herman

Candy called the meeting to order at 9:00 am. Nancy moved to accept the minutes of July 13, 2018, Pru seconded and the motion carried.

Energy Initiative: Cindy updated the committee on the status of the Net Zero campaign. Per Nancy Hirschberg's memo of 9/1/18, a request for bids was sent out to three solar providers. The bids will include several solar array options. The cost of each option will be compared with the building budget to determine the most feasible option. The energy committee has outlined \$150K for an optimal full net zero budget. To date, \$40K has been raised.

Cindy will set up a meeting with Ron of Lavalee Brensinger to review the bids and determine the scope of the solar project. She is targeting Wed, 9/12, at 1:00 as a potential meeting time. Kathy expressed concern that there will not be enough information available by next week to make an informed determination resulting in costly change orders as the project progresses.

Site Plan: There is still a \$30K overrun cost in the site plan budget that needs to be addressed as the construction bids are reviewed. It is unclear how much landscaping is included in the site plan budget. A separate fundraising campaign will be established to complete landscaping at a later date. As a side note, the furniture budget is limited. The Friends of the Library might conduct a fundraising campaign to purchase new furniture. The library received a bequest of \$118K. These funds could possibly be applied to furniture purchases as well, particularly in children's area.

Linda asked if the effects of snow melt from the solar panels falling off the roof has been considered. Cindy will address the concern with architects.

Schedule: The start of construction has been pushed out by one week due to delays in finalizing bids and signing a construction contract. The groundbreaking will not be on September 19 as previously scheduled. The groundbreaking ceremony will take place at 10 am on Friday, September 28. An exact construction start date has not been announced. The first phase will involve preparing the site—remove trees, put up abutters fencing, etc. Interior work will also begin by the end of September with a temporary emergency exit being built in the northeast corner of the building facing the police station. There will be no disruption in library hours until late October. Cindy has begun researching movers and storage facilities. Movers

will be required by the end of September to move book stacks into the meeting room. Some artwork has been transferred to committee members homes for safe keeping during construction.

New Business: Cindy requested that a subcommittee of the Building Committee be established to meet weekly with the construction team during the entirety of the project to go over problems and action items in a timely manner. Joyce described the committee that operated during town hall construction and emphasized that it was essential to keep detailed minutes with a list of action items to properly set expectations and to keep the budget and timetable on track. The subcommittee will serve in an advisory capacity and will not be a public committee. The proposed members will be Cindy Scott, Joyce Davis, Kathy Barnard, Candy Thayer, Doug Smith, Dave Ford, the Town Manager Becky Merrow or appointee, two people from the construction company and one person from the architectural firm.

The next meeting will be on Wednesday, September 12, 2018 at 1:00pm at the library.

Nancy made a motion to adjourn the meeting, seconded by Joyce, adjourned at 11:30 am.

Respectfully Submitted,
Sandra Herman