

WOLFEBORO PULIC LIBRARY LANDSCAPING COMMITTEE

BRADLEY ROOM

Monday, November 22

In attendance were Kathy Barnard, Joyce Davis, Steve Farley, Deborah Long-Smith, John Sandeen, Cindy Scott, Doug Smith, Candace Thayer (phone), and Nancy Bell.

John Sandeen opened the meeting at 3:05 p.m.

Old Business

A motion was made by Kathy Barnard to accept the minutes of September 21. The motion was seconded by Doug Smith. All voted in favor.

The minutes for September 30 contained an error in the spelling of Sabet Stroman's first name. Doug Smith made a motion to accept the minutes of September 30 as corrected. The motion was seconded by John Sandeen. All voted in favor.

A motion was made to accept the minutes of November 17 by John Sandeen. Cindy Scott and Kathy Barnard seconded the motion. All voted in favor.

Old Business

Review and discuss landscaping design from November 17, 2021.

Determine possible adjustments

Discuss phased implementation

John Sandeen wrote a letter to Brian Laverriere at Horsley Witten group asking for clarification on certain aspects of the project. A discussion of the trees and inclusion of lilacs was suggested. The width of the Front Garden was mentioned as a potential revision. Cindy brought up the possibility of monies being available from unused construction funds for the library building which may be available for corrections to the entrance area.

The possibility of taking out the bench area and the cut out in the front of the library was also mentioned. The idea of planting trees for fundraising with a tribute plaque was presented.

A Grant may be available to assist in the removal of invasive species.

A discussion of the cost sheet presented by Horsley Witten was held. It appears that the figures that have been presented are the maximum and that the total cost could be lower than the presentation.

Discussion about the availability of funds from multiple sources was held. These included funds held by the Library Trustees, the Library Foundation, the potential for Grants, and already approved unexpended funds from the building project.

It is important to have an RFP ready so that we can go out for bid based on the approval of the warrant article presented to the town for a vote in March. This is a two-year warrant article which will allow for expenditure in 2022 and 2023.

The Specs need to be received from Horsley Witten to be able to start the Entrance Drive portion of the project. A discussion with Dave Ford to find out about granite curbing availability from Department of Public Works is necessary. This would result in a cost saving to the Front Garden portion.

It was decided to follow Cindy Scott's recommendation for 2022:

- The Front Garden
- Entrance Drive
- Parking Lot
- Invasive Management

A sub-committee will meet with Brian Laverriere to discuss the Front Garden and negotiate plantings in front and along the roadside: John Sandeen will contact members who have expressed an interest.

RFPs and Grants need to be made ready to proceed. This will be done by the Board of Trustees. Doug Smith will work on this.

Joyce Davis will look on the web site to look at a grant suggested by Brian Laverriere. She will also talk to Dave Ford about DPW assistance.

John Sandeen will talk to Lee Gilman about invasive species management. It was mentioned that the Conservation Commission should be contacted to see if they are able to assist with the invasive species as their land abuts the library.

It was suggested that future meetings should be virtual and in person (hybrid) to facilitate attendance for those who cannot attend in person.

The ARPA Grant should be looked at as a potential for assisting with funding for the Outdoor classroom.

New Business

A RTK request for information pertaining to the awarding of the Library Landscape Architecture contract has been received from an outside source. Joyce will be contacting the Town Manager for guidance to prepare the appropriate reply.

A motion to adjourn was made by John Sandeen at 4:55 p.m. The motion was seconded by Cindy Scott, All voted in favor.

Upcoming Meetings

A meeting of the subcommittee will be held during the first week of December. Members will be notified when a date is arranged.

A subsequent full landscape committee meeting will be held on Wednesday, December 8 at 3:00 p.m.

The next regular meeting of the Library Board of Trustees is scheduled for Monday, December 13 at 4:00 p.m.

**Respectfully submitted,
Nancy Bell
Trustee Secretary**

Minutes are unapproved until voted on by the Landscaping Committee