

LIBRARY BOARD OF TRUSTEES – LANGDON LIBRARY, NEWINGTON, NH

AGENDA/MINUTES –Building Planning Meeting

Date: 6/18/13 Time: 6:01PM - 8:37PM

Attendees: Scott Campbell, Nate Fredette, Gup Knox, Melissa Prefontaine, Jack O'Reily (as an alternate for Lee Lamson), Steve Bush (6:14-8:37), Gail Pare (6:03 – 8:37), Theresa Tomlinson(6:01PM-8:13PM), Grace Simms(6:01PM-8:13PM), Joe Britton (6:01-7:01) , Alison Watts (6:54-7:37) , Nancy Cauvet (7:01 -7:37)

Minutes/Notes Taken By: Nathan Fredette

Item	Discussion & Decision
Meeting Minutes	Motion by Nate to accept the revised minutes from 6/11/13 library meeting Seconded by Gup 4 in favor 1 abstain
Bioretention system	Alison (Civil engineer dept at UNH) came to discuss grant opportunities to fund bioretention system at the library. The grant from UNH is \$6500 to go towards materials (soil mix, gravel, plants). Discussion of flora surrounding the rain garden. Alison assured that they will work to get the amount as close to \$6500 as possible. There is a time frame to get the project going to be able to take advantage of the grant. The trustees will have to reach out to Eric to determine if the timing is right for the grant to match the project timelines to put in the bioretention system. This effort will be an opportunity to collaborate amongst multiple committees (HDC, LBOT, Conservation, ect). Individuals are responsible for tracking and reporting the time they spend on the project outside of the meetings. 7.5 hours spent tonight based on 10 townspeople discussing bioretention system with Alison.
Parking design	Motion by Steve to authorize specs for alternative design for parking be created. Seconded: by Gup 4 in favor 1 abstain.
Selectman meeting recap	Trustees discussed they would take money saved from the COW to put towards the parking. The construction manager gave an estimate for the suggested parking design at \$55,000. A library representative should attend the next Portsmouth water meeting. The selectmen will have their own arborist come in and evaluate the trees around the library.

Exterior lights	<p>Joe showed a demo of the children's room, things that came up:</p> <ul style="list-style-type: none"> ➤ Interior lighting fixtures for the childrens room ➤ The wall separating childrens room from collection ➤ Children's room surveillance was a priority based on demonstration of the layout. ➤ Ceiling and acoustic paneling hanging from the ceiling. ➤ Mix of drawers with varying sizes and cabinets. ➤ Coat/boot storage. ➤ Occupancy sensors for lights and CO2 sensors.
Fundraising	To be discussed at upcoming Foundation meeting
Ground breaking ceremony shovel	Ron has shovels to bring to ground breaking to save on cost. Monument dedication and opening ceremony. Discussion occurred around scheduling during the day and what refreshments would be provided and who would attend. Scott will help publicize the event.
HDC Minutes review	<p>HDC met earlier today and provided us with a list of requests regarding the parking design. Will forward to Ron and Eric for input. HDC passed unanimously the following:</p> <ol style="list-style-type: none"> 1) There will be no striping in the parking lots except for handicap spaces. 2) The Historic road will be surfaced with the same material as the shoulders beside the driveways into the lots; width shall be the minimum required to permit a fire truck to drive on it; a suitable low barrier may be placed to discourage routine traffic. 3) Parking Lot width should be the minimum allowed with the meeting House driveway not to exceed the current width of the pavement. <p>Non-voting recommendation that a permeable surface be used for parking lot.</p>
Martin logo	<p>Martin provided disc with library logos for the trustees to obtain their own quotes for paper products. Maureen Ryan is the resource at Staples that will help coordinate paper supplies.</p> <p>Motion by Jack (as alternate for Lee Lamson) to use trust fund money to pay Martin for his logo design. Seconded by Steve Vote unanimous.</p>
PD Notice	Melissa notified the Police dept. about plans with construction. The public will not be allowed around construction area during construction. Once ground breaking occurs police advised they will try to do extra patrols around the area.
Artifacts	In progress of getting packaged, Scott will research the proper packing material to use. Steve suggested for a place in Portsmouth to hold the paintings on display. Scott will follow up on opportunities with "Discover Portsmouth."

Suggestion Box	No new suggestions
Foundation	Steve is still reaching out to volunteers to participate in the efforts.
Next meeting	6/25/13 Library Business meeting @6:00PM HDC Meeting 6/25/13 @4:30PM
Meeting Adjourn	Motion to adjourn by Gup Seconded Nate vote unanimous Meeting Adjourn @ 8:37PM