

**North Hampton Public Library - Board of Trustees**

**Meeting Minutes**

**Thursday, October 1, 2020**

**3:00 PM**

Chair: Kathleen Kilgore Alternate: Emily Creighton

Treasurer: Susan Leonardi ABC. Member Michael Castagna

Secretary: Jacqueline Brandt Assistant Director: Liz Herold

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In following CDC, State and Federal recommendations for social distancing the Board of Trustees strongly suggest the public choose to view the Board of Trustees’ meeting live on Channel 22 or as posted on Town Hall streams as opposed to in person.

Board members and Presenters will have the ability to participate by Zoom in the meeting.

In order, to assure the public has the ability to comment and share ideas during the meeting, we have arranged for the ability to include live phone calls and emails during the meeting.

If you have a comment, opinion or question during the meeting, please dial in to 603-758-1447 or email directly to *nhpltrustees@gmail.com* *and your email will be read aloud during the meeting.*

1. Call to Order by the Chair
2. Meeting was called to order by Chair, Kathleen Kilgore, at 3:11 PM.
3. New Business
	1. Bid Recommendation Review – Sub-Contractor Selection
	Barrette Ryan Silva, project manager provided the trustees with a bid recommendation for the paining. The recommended bid was Keeley Painting Company of Pittsfield, New Hampshire. The bid came is at $38,870 and included exterior, doors and frames. It was not the lowest bid as Hill Brother’s Painting bid came in at $37,327.00. King painting came in at $17,900 but that bid excluded the exterior, doors and frames. The Keeley bid could potentially impact the GMP by $1500 in an overage. Michael discussed all three bidders and if comfortable with them all regarding work quality. It was discussed and agreed that he further discuss with Barrette the possibility of further negotiating the price to meet GMP. Barrette had a high degree of confidence in Keeley with regard to quality of workmanship and adherence to schedule.

	**Motion:** J. Brandt made a motion to grant Michael Castagna the authority to negotiate pricing with BPS and the vendor, Keeley, and if a satisfactory price can be reached, the authority to approve the bid recommendation. Seconded by K. Kilgore.

 **Vote:** 3-0, unanimously agreed, passes.

1. Any Other Item that may legally come before the Board
	1. **Change Order**
	The trustees were presented with a change order originating from unsuitable soils and debris found on site. There were two septic complete septic systems found on site, debris and lead contamination for the former structure. As a result of the findings, additional hours included the demolition and extraction of the septic systems, removal of debris and removal and testing of unsuitable soils due to lead contamination. Additional suitable fill also had to be purchased and transported to the site. Final change order cost is pending receipt of disposal of unsuitable soil estimate. It was discussed and agreed that this amount would be taken out of the construction contingency. These costs were unpredicted and could not have been known prior to construction site work. While the anticipated ledge was not as plentiful as anticipated and there was a cost savings, the additional costs as discussed above exceeded the savings. It was discussed that there should be no more surprises moving forward as the project is now out of the ground. The trustees await a final change order document.
	2. **Energy Rebate Acceptance**
	Ron Lamarre of Lavallee Brensinger initiated an energy efficacy rebate for the project which will result in a cost savings to the project of $14,500.
	**Motion:** A motion was made by chair K. Kilgore to authorize J. Brandt to apply for the energy efficiency rebate for the project. Seconded by S. Leonardi.

**Vote:** 3-0, unanimously agreed, passes.

1. Next Meeting / Adjournment

Chair Kathleen Kilgore closed the meeting at 4:15 PM