



North Hampton Public Library and Cultural Center

North Hampton Public Library - Board of Trustees
Work Session
North Hampton Public Library
Atlantic Ave
North Hampton, NH 03862
Meeting Minutes

Date: Friday, February 7, 2020 at 5:30 PM
Location: Town Hall, 231 Atlantic Ave, North Hampton
Not Recorded

Attendees:

Chair: Susan Leonardi
Treasurer: Jacqueline Brandt
Secretary: Kathleen Kilgore
Alternate: Emily Creighton

Library Director: Susan Grant
Assistant Director: Liz Herold

- A. Call to Order by the Chair at 5:30 pm
- B. Old Business:
 - a. Approval of Minutes:
 - i. Draft: Board of Trustees Public Bond Hearing w Budget Committee January 21, 2020
 - ii. Draft: Working Session January 17, 2020
 - iii. Draft: Board of Trustees Joint with SB Meeting Minutes January 13, 2020
 - iv. Draft: Board of Trustees Meeting Minutes January 8, 2020
 - v. Draft: Working Session January 2, 2020

Motion: To approve the Meeting Minutes as presented with the suggested edits by Susan Grant.

Motion made by: Kathleen Kilgore

2nd by: Susan Leonardi

Vote: 3-0

B. New Business:

Kathleen Kilgore recuses herself due to the fact she is an abutter to the "Homestead Property" – Emily Creighton, the Alternate takes her place on the Board regarding this subject.

a. Deliberative Session Warrant Article #9

<p>Article Nine: New Public Library Building</p> <p>To see if the town will vote to raise and appropriate the sum of Three Million Nine Hundred Thousand Dollars (\$3,900,000) (gross budget) for the purpose of design and construction of a new North Hampton Public Library on the Homestead property, such design, construction and operation, pursuant to RSA 202, will be under the responsibility and authority of the North Hampton Library Trustees, to authorize the Library Trustees to withdraw Seven Hundred Eighty Thousand Dollars (\$780,000) from the Library Capital Reserve Building Fund and accept donations from the North Hampton Public Library in the amount of Three Hundred Thousand Dollars (\$300,000) to offset this appropriation; to authorize the Select Board to use Five Hundred Forty-five Thousand Dollars (\$545,000) of unassigned fund balance to offset this appropriation; to authorize the issuance of not more than Two Million Two Hundred Seventy-five Thousand Dollars (\$2,275,000) of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33) and to authorize the Select Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon? Debt service will be paid from the general fund.</p> <p>3/5ths Ballot Vote required. Recommended by the Select Board: 1-1 Recommended by the Budget Committee: 8-1</p>

Motion: To accept Article #9 as written and passed at Deliberative Session

Motion made by: Jacqui Brandt

2nd by: Susan Leonardi

Vote: 3-0 (Susan, Jacqui, and Emily)

b. Update on Library project – Ron Lamarre, Lavelle Brensinger Architects

We are transferring our plan for the building to the Homestead Property location. The suggestion is to turn the building so the entrance faces towards the Stone Building. Parking will be behind. We will have a new septic system and will have storm water collection system.

The town is getting new 21st Century Library.

Tax impact will be \$ 0.08 - \$ 0.10 on tax rate; \$ 50 per \$ 500,000 home.

A table of a range of property values.

Ron is working on renderings for next week.

c. LBA Invoice

Motion: I make the motion to we approve Lavelle Brensinger Architects Invoice # 13705 12-12-2020 \$ 24,079.80.

Motion made by: Jacqui Brandt

2nd by: Kathleen Kilgore

Vote: 3-0

1. Any Other Item that may legally come before the Board
The Board reserves the right to take action on any item relative to the prudential administration of the Library's affairs, which circumstances may require.

- C. Next Regular meeting date 02-18-2020

- D. Adjournment

Appendix of Additional Documents to Meeting Minutes (for reference):

Agenda

Lavelle Brensinger Architects Invoice # 13705 12-12-2020 \$ 24,079.80.

Draft

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- C. New Business:
 - a. Deliberative Session Warrant article #9
 - b. Update on Library project – Ron Lamarre, Lavelle Brensinger Architects
 - c. LBA Invoice
- D. Other items that may come up before the Board
- E. Next Regular meeting date 02/12/2020
- F. Adjournment

LAVALLEE BRENSINGER ARCHITECTS

155 Dow Street, Suite 400
Manchester, NH 03101

Susan Leonardi
North Hampton Public Library
237A Atlantic Avenue
North Hampton, NH 03862

February 17, 2020
Project No: 13-020-00
Invoice No: 13795
Customer PO #

Invoice Total: \$33,168.41

Project 13-020-00 North Hampton Public Library
Professional Services from December 27, 2019 to January 31, 2020

Task 150 2019 Basic Services
Fee

Billing Phase	Phase Fee	Percent Complete	Fee Earned	Previous Fee Billing	Current Fee Billing
Schematic Design	50,000.00	100.00	50,000.00	50,000.00	0.00
Design Development	62,500.00	100.00	62,500.00	62,500.00	0.00
Construction Documents	80,000.00	95.625	76,500.00	48,000.00	28,500.00
Procurement Phase	7,500.00	0.00	0.00	0.00	0.00
Phase II - Construction Phase	50,000.00	0.00	0.00	0.00	0.00
Total Fee	250,000.00		189,000.00	160,500.00	28,500.00
Total Fee					28,500.00
Total this Task					\$28,500.00

Billings to Date	Current	Prior	Total
	28,500.00	160,500.00	189,000.00

Task 151 2019 Reimbursable Expenses - Basic

Reimbursable Expenses

Mileage	124.20	
Reproductions/in-house	44.21	
Total Reimbursables	168.41	
Total this Task		\$168.41

Billings to Date	Current	Prior	Total
	168.41	408.46	576.87

Task 200 Additional Services

Phase 002 Amendment No. 1 - Site Survey

Fee

Total Fee	5,800.00
Percent Complete	100.00
Total Earned	5,800.00
Previous Fee Billing	5,800.00
Current Fee Billing	0.00
Total Fee	0.00

Project	13-020-00	North Hampton Public Library	Invoice	13795
			Total this Phase	0.00

Phase	003	Amendment No. 2 - Site Permitting		
Fee				
Total Fee		4,500.00		
Percent Complete	100.00	Total Earned	4,500.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	4,500.00	
		Total Fee		4,500.00
		Total this Phase		\$4,500.00
		Total this Task		\$4,500.00

	Current	Prior	Total	
Billings to Date	4,500.00	14,840.33	19,340.33	
			Total this Invoice	\$33,168.41

Project Outstanding Invoices

Invoice Number	Invoice Date	Balance Due
13705	1/14/2020	24,079.80
Total		24,079.80

Your mission inspires us. Our creativity and knowledge empower you. Together we achieve excellence.

Thank you for your business. Our standard payment terms are thirty (30) days from invoice date. Please note, any amounts remaining unpaid beyond thirty (30) days are subject to interest at a rate of 1.0% per month, 12% per annum or at the legal rate prevailing from time to time.