**North Hampton Public Library**

**Board of Trustees Meeting**

**Monday, 17 April 2017**

**North Hampton Public Library**

**Craig Room (not televised)**

***The intent of these minutes is to provide a summary of the essential meeting content and not a transcription.***

Present:  Susan Leonardi, Judy Day, Jacquie Brandt, Susan Grant, Library Director; Ron Larmarre of Lavallee Brensinger Architects.  
  
Present in Audience: Seavey Rideout and Edward Page.

1. Meeting called to order by Judy Day at 10 am.
2. There was discussion of the review for the non-public meeting minutes to be approved when they come available. The joint non-public meeting among the Board of Selectman and Library Trustees was held 10 April 2017 at 5:30 pm.

**Site review and feasibility discussions with Ron Larmarre of Lavallee Brensinger.**

1. The signed agreement between owner and architect for pre-bond vote services was submitted to Ron Larmarre.
2. Brief history of work done for proposed new library and presentation of location options were discussed. Mr. Larmarre explained that his firm was initially hired in 2013 to design a new library on the “Homestead” property site. It was also noted that there was a need for a community and safety center. A combined library, community and safety facility was proposed as well. There were certain advantages, economies of scale, when considering this option. The proposal nearly passed when initially proposed but public support decreased in subsequent years.
3. Current options for a stand-alone library building were discussed. The feasibility study for the proposed “Homestead” property has already been completed. The feasibility of an additional site, Dearborne Park on Route 111, was also discussed.   
     
   Mr. Larmarre briefly explained some of the considerations for the proposed site. DOT requirements for a public building mandate two entries. Site work costs were estimated by Mr. Larmarre to be in the $1-million range. Additional design and engineering costs must also be considered for the Dearbone site.   
     
   Ms. Leonardi expressed apprehension regarding the site costs and location. Mr. Rideout voiced his concern with regard to having a premier town facility sited in a low-lying, non-prestigious location. Additional considerations for working and coordination with the recreation departments who currently utilize the site were discussed, as well. Ms. Day suggested she reach out to these groups for further discussion.
4. It was discussed and agreed that additional costs for engineering, site work and fees would have to be considered.
5. **Site Selection Criteria**With regard to site selection criteria, Mr. Larmarre presented the following considerations:
6. Street frontage for curb cuts
7. Parking spaces, 35 to 40 needed to include 2 to 3 handicapped spaces, 6 or 7 are preferred.
8. Walkability-very important to community members
9. On-site septic vs. sewer. Must have acreage if sewer is not available.
10. Water-Town supplied would be advantageous. It was noted that sprinklered buildings on a well require a cistern and pumps.
11. Power supply-Must be three phase
12. Grading

**Timeline for Completion of Phase 1 Service**

Ms. Leonardi proposed that the time-line for the completion should be ambitious and be completed within six months, approximately the end of June. Mr. Larmarre indicated that it would be more realistic to plan on 1 September in light of site selection issues.

**Plan Changes**

There was discussion as to plan changes with regard to the library or if it is feasible to proceed with the original plan. There was discussion regarding the need to reach out to the community to look at a new needs assessment. Ms. Grant indicated that many groups utilize the library and that partnerships among these groups would be greatly beneficial.

**Motion for Additional Site Review**  
A motion was made by Ms. Leonardi, seconded by Ms. Day and unanimously passed by the board to have Mr. Larmarre coordinate with Paul Apple visit and review the additional site option proposed in the April 10, 2017 non-public meeting. It was discussed and agreed that he would provide his findings to the board and Ms. Grant via a telephone conference on Monday, 24 April 2017.

**Regularly Scheduled Meeting**

Regularly scheduled meetings of the Library Board of Trustees will be held the second Wednesday of the month. The next meeting is scheduled for 10 May 2017 at 7pm.

**275th Celebration**

Ms. Grant indicated that the library would be open on Memorial Day as part of the 275th town celebration. She will coordinate staff for that day. She also stated that she is working on a number of other activities to include working with the Seacoast Academy of Music and the DPW.

**Library Garden Maintenance**

Ms. Day expressed that there was a need to maintain and water the library garden. It was suggested that she contact Bill McCombs to see if he had an interest in helping maintain the garden.

**Motion to Investigate Alternate Library Trustee Appointment**

Ms. Leonardi suggested that there may be a need for additional trustees in the event one of the Trustees is not available for meetings, etc. Ms. Leonardi made a motion to as the select board if appointing alternate trustees is possible. Motion seconded by Ms. Brandt and unanimously passed by the Board.

**Adjournment**  
The meeting was adjourned by Ms. Day at 11:03 am.

Respectfully submitted,

Jacqueline Brandt, secretary