

Wolfeboro Capital Improvements Planning Committee

Regular Workshop Minutes – [Approved](#)

Wolfeboro Town Hall Annex Meeting Room

August 29, 2016 at 8:00 a.m.

Members/Staff Present: Chair Kathy Barnard, Joyce Davis, Jim Shildneck, Bob Tougher, Paul O'Brien, Selectman Linda Murray, Town Manager Dave Owen, Planning Director Rob Houseman, Finance Director Peter Chamberlin, Wolfeboro Public Library Director Cynthia Scott, Wolfeboro Public Library Board of Trustees Vice Chair Prue Fitts, Wolfeboro Public Library Board of Trustees Treasurer/Library Foundation Board of Directors Vice Chair Candace Thayer, Wolfeboro Public Library Foundation Board of Directors President John Sandeen and Larissa Mulkern, recording secretary

Call to order: Chair Barnard called the meeting to order at 7:59 a.m.

Meeting dates, new: September 29, 8 a.m. in Town Hall Annex meeting room. Rapid Infiltration Basin project site walk on September 9 at 8:45 p.m.

Wolfeboro Public Library Workshop

Copies of the updated library concept layout and site plan by Lavalee/Brensinger Architects were distributed in advance via email and in print at the meeting for reference. Ms. Scott said they have hired an architect, an engineer and a construction manager for the library expansion project, to figure out what they need to do about the structure; previous work included a feasibility study of what could be done at the present site. But without soil surveys and engineering analysis of the building, given its drainage issues, etc., officials had not ascertained whether addressing the roof issue would be cost prohibitive. Library officials anticipate obtaining a maximum budget/price estimate by October 1 and would be happy to meet again with CIP Committee members for an update with more realistic numbers. The library and the architect are hosting an open house on October 15 at the library to present tentative plans and drawings to the public with tours of the library.

Ms. Scott said the concept plans include ways to reduce costs; certain portions of walls will be movable; the way libraries are being used these days, flexibility is important. More people are coming into the library, spending more time, and using the library in various ways including for group and private meetings [tutorials, online courses, conducting business, etc.]. Some people are spending good chunks of the day at the library, added Ms. Scott. They looked for ways to increase functionality and solve ongoing problems such as noise and complaints pertaining to proximity of the parking lot to the entrance. They looked for ways that staff and resources could stay in the building during construction. Ms. Scott added the architect has experience renovating hospitals in ways that don't impact the day-to-day operations. It's difficult to find space to move libraries into because you need a certain density of concrete to support the stacks. They are looking into reducing the size of the stacks and increasing visibility. The concept plan would retain one main circulation desk.

Mr. Tougher asked about using the available space at Huggins Hospital during the project; Ms. Scott replied that one "added plus" with the current concept design is that the staff and resources can stay in the building during the construction.

Mr. O'Brien asked about the library's future needs and how the project will address functionality.

Ms. Scott said currently the building is not energy efficient – the library uses 4,500 gallons of heating oil a year. Insulation cannot be added to the current roof because of added weight. Space will be

added to both the children and adult library areas, with additional glassed in smaller meeting spaces. The electrical system will be updated and expanded. More customers are requesting one on one help with in-depth research beyond the basic Google search, and for IT questions.

Programming is very popular, with programs for children and adults. Removable walls will make space for attendees. There will be an expanded genealogy section and more storage space.

Eventually the library would like to hire a part time custodian and an additional 15-hour a week person to assist at the desk. It is anticipated that once the library renovation is complete there may be a surge in usage and at that point, the library could come back to the town to request additional resources, said Ms. Scott.

Ms. Scott discussed the problems with the current roof, which does not meet the per square foot snow weight requirement; the roof leaks and goes up and down. The renovated roof would make the tresses an architectural feature; solar tubes would be added from the roof to add daylight into the library main area. Currently, the lighting fixtures are problematic and have been known to drop down from the ceiling. The renovation will be under \$5 million. Reconstruction will also address the diesel exhaust that enters the library from the fire trucks next door at the public safety building lot.

Mrs. Murray said given all the above concerns, the project should move from being listed as 'necessary' on the project request form, to 'urgent.' She would like to see the project come to the Board of Selectmen's review as 'urgent.'

Wolfeboro Library Fund Raising

Mr. Sandeen said efforts are under way for a large capital fund raising campaign. Through the Wolfeboro Library Foundation, officials have raised \$460,000. Pledges are being established over a five-year period starting this year; the 2018 pledge will be conditioned on the library project warrant article passing in 2018. The goal of the Foundation is to raise \$2.5 million. Mr. Houseman added the warrant article would raise the full amount of the building, and Mrs. Murray added that the town would bond only the amount that is needed for the town's portion.

Minutes: A motion to approve the minutes of the August 9 workshop as submitted was made and seconded; all voted in favor; a motion to approve the minutes of the August 23rd workshop as submitted was made and seconded; all voted in favor.

The workshop adjourned at 9:08 a.m.

Respectfully submitted:
Larissa Mulkern
Recording Secretary