

Lee Public Library Community Center Building Committee

September 5, 2013 Meeting Minutes

Committee Members present: Thomas Dolan, Lou Ann Griswold, Katrinka Pellecchia, Sharon Taylor, Paul Gasowski, Chuck Cox, Tobin Farwell, Zachary Smith

Others present: Walter Rous, Dennis Mires

The formal meeting was called to order at 6:45 p.m. after a walk through of the proposed site at 6:00 PM that allowed the committee members to evaluate the proximity of the Lee Hill Rd access option to the abutter's property and to get a rough idea of where the building would be positioned on the site. Several of the committee members spoke with Ms. Pelletier, the abutter about her concerns. General discussion on the site tour reflected a preference for a potential pedestrian access from Lee Hill Road.

The committee approved the meeting agenda as published. Approval of the draft minutes of the meeting of 8-29-2013 was tabled pending incorporation of an amendment and clarification of abutter's comments from the 'info session' portion of the meeting.

Tobin Farwell presented statistical information relative to the RT 155 Entrance/Egress option including but not limited to RT 155 traffic flow and number of patron and employee trips to a library of a size commensurate with the proposed facility. General discussion ensued with emphasis on the following points and considerations:

- Potential impact of any 'Town Center' developments
- DOT requirements of a full engineering plan for permit approval and issuance
- The current drawings are not suitable for the DOT approval process and would not typically be available until after the town's vote of approval
- The need for civil engineering services at this point in the process

After further discussion the committee concluded that:

- Based on the existing standards and information available to the DOT, a civil engineer is not required at this point in the process. The existing site plan, with additional refinements, should suffice for an initial evaluation by the DOT.
- Dennis Mires will develop the refined site/concept plan and will communicate with NH-DOT
- Once feedback is received from the DOT, an 'Engineering Plan' can then be developed that would ultimately be submitted to the DOT for formal approval after the March 2014 vote.

The committee briefly discussed the proposals, based on qualifications and experience, received from several construction/construction management companies. The committee agreed upon a standardized evaluation matrix to be used in reviewing and rating the proposals. Individual reviews are to be completed and ratings submitted by COB on Monday, 9-9-13 to Katrinka Pellecchia.

Dennis Mires presented the site plan based upon a modified building design and orientation to reflect splayed wings and modified rooflines. The drawing is an initial rendering and the next step will be to incorporate window, doors and generate additional elevations to reflect the external characteristics of the proposed design. He pointed out that the design and site plan provide for flexibility in parking areas, building siting and entrance options, exterior grounds/landscaping design, and future expansion of individual wings. He emphasized the following:

- He needs approval of this concept and design layout
- The need to expand review and approval amongst other applicable town entities
- He will generate reference measurements to allow us to site the building on the property

The committee and Dennis raised some items for consideration relating to traffic flow, interior design features with respect to the Community room in particular, additional infrastructure required by a basement and any potential ice damming issues.

The next meeting is scheduled for 9-12-13 at 6:00PM solely to review the CM proposal ratings. The next regular LPLCCBC meeting is scheduled for 9-19-13 at 6:30 PM

The meeting was adjourned at 9:00PM.

These minutes were prepared by Tom Dolan