

Abbott Library Board of Trustees Minutes

August 8 2011

Trustees present: Terri Jillson White, Chair; Peter Urbach, Asst. Chair; Tracy Nangeroni, Treas.; James Gottling, Sec.; Jean Molloy, John Walden, Dir.; John Wilson, Alternates: Mary Epreman, Anne Nilsen, and Tom Mickle.

Trustees absent: Barbara Hollander.

Others: See attached sign-in sheet

I. Welcome/Introductions: Terri W called the meeting to order at 6:30 PM and had the trustees introduce themselves to the people present. She then introduced Library Director John Walden to deliver the next topic.

II. Why Do We Need a New Library: John Walden introduced himself, providing a brief history of his job experience. Next, he commented that libraries continue to meet community needs in modern times. He then discussed the following points that would be satisfied in the new library...

- ❖ Additional shelf space
- ❖ Dedicated child craft/activity area
- ❖ Dedicated space for teens
- ❖ More seats
- ❖ Quiet study sections
- ❖ Public computers/seating for laptop users
- ❖ Staff workplace
- ❖ Handicap accessible
- ❖ Adult collection in one wing
- ❖ Adequate parking

John commented that over 2000 library volumes are now stored in the Safety Services Building, and he would like to have them be readily available.

III. Why Sunapee Center: Library Trustee John Wilson noted the following regarding the choice of the new site...

- ❖ The 2-½ acre site allows for a one-story structure
- ❖ Adequate parking for patrons and staff
- ❖ Future expansion
- ❖ Proximity to elementary, Middle High school, and other town buildings
- ❖ Green space
- ❖ No shore land protection act restrictions

John's final comment was that with a one-story structure the building could be staffed with a staff of about the present number. Martin Bradie said that he thought the diagram as mailed showed two stories. John explained that the one-story building would have a clearstory with windows for better daytime light, allowing use of less electricity for lighting. Susan Garceau asked if children, to get to the library from their schools, would have to walk along route 11 and if a sidewalk could be installed. Terri W said that is a concern that will have to be addressed. She noted that there is a roadbed from the school leading behind the Safety Services Building.

IV. New Library Plans: John Walden described...

- ❖ Site plan: John Walden described the site plan, as it appears in the brochure. Harry Tether asked if access to the library site included the roadway on the west side of Sunapee Center. John explained that roadway would not be used, because it is narrow and includes parking for Sunapee Center residents. Albert Hajek said that he thought that the walk was long from the schools. John said it was only about ¼ mile from the elementary school. The school may be willing to provide after school busing, as it is on one of their bus routes. Albert asked if the site was level. John answered that the site is not perfectly level but the library would be placed at a nearly level position. Sandy Alexander asked if there is a right of way issue, whether that would be protected over the long term. Peter U responded that the Claremont Saving bank would continue to own the access road, but Sunapee would assume responsibility for maintaining the road. The Sunapee Center property would provide a permanent easement agreement to the town to use that road for library access. Ron Garceau asked if the Sunapee Center lot was one piece. Peter U explained that the purchase & sale agreement will stipulate that the bank obtain an agreement from the Sunapee Planning Board to subdivide the lot into two pieces; one piece would be the part where the Sunapee Center is located and the other will be the library portion. Ron asked if there had been a purchase price for the entire property. John Wilson said that they had at one time asked for \$2M for the entire property.
- ❖ Floor Plan: John Walden pointed out various features of the floor plan. He noted the clearstory feature, as featured at the Kilton Library, minimizes need for electrical daytime lighting. Lights over stacks can be sensitized to movement of people. Radiant heat will provide efficient heating of the building. Some questions followed...
 - Harry Tether: Thought the plan is well thought out. How does this plan compare with the plan from 5 years ago? Walden said that plan had 11,000 ft² with a community center, the harbor plan was for 9,000 ft², and this plan has 8,000 ft² without a community center.
 - Susan Garceau: Does the area allow enough space for future growth. Walden said that this amount of space allows for 5 to 10 years of growth.
 - Kate Diamond: Said the trustees and director had done great jobs, and she thought life begins in libraries. Was there a basement planned? Answer: No. Does the children's craft area require a staff person? There will be a staff person there at the scheduled times. In the computer areas, will there be dividers between each station? That will be provided by the choice of furniture used.
 - Sandy Alexander: Thought the external appearance of the library should have a more traditional 'New England' appearance. Subsequent discussion by various people suggested that the building should be lighter in color.
 - Susan Garceau: What kind of siding would be used? John Wilson said the material would be 'hardy board' that could be painted any color. Susan asked if the building could be seen from the highway. Yes.
 - Karen Atwood: Can the library be expanded in the future? Walden explained that both wings could be expanded towards route 11 and a community center could be added on the north side. Karen wanted to know if there were plans to add the community center. Terri W said that the expansion, which would cost \$630k, was not planned for at this time. The Lions club had been thinking about working with the library trustees on that addition, but they

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were not ready to move forward at the pace the trustees hope to follow. The opportunity to add a community center still exists if funding becomes available.

- Nancy Hajek: Could you elaborate on why this site was chosen over the one that was being considered in the harbor in conjunction with the Harbor Riverway? Terri W: the voters voted down that site in 2010. Part of our process included a public forum in August 2010; we did a mailing, soliciting support of various sites. The top choices were either the Sunapee Center site or expand at the current library.
- Ron Garceau: What is the size of the possible community center addition, how many people could be accommodated, and how many parking spaces were there? John Wilson said that it would be 2,900 ft² with up to 100 people, with up to 51 cars. Garceau then suggested that there would not be enough parking with only one person per car.
- Jo Hill: How close will the library be to the parking garage. Peter U said that the two would be well separated.

V. Funding Strategy: Terri W presented the following funding strategy...

Prior Contributions	\$ 275,000
Appropriations Received over Multiple Years	
– Town Warrant Articles	125,000
Bank Loan/Public Funding	
Repayment through Property Taxes	975,000
Private Donations	<u>1,325,000</u>
Total Cost	\$2,700,000

Of the private donations, it is hoped that \$500k in advance pledges will be available before the March 2012 vote on the warrant articles. After passage of the warrant articles, the remaining \$825k will have to be raised. The key difference between this plan and previous library funding plans is that this plan has a public funding component. The other plans depended solely on private donations. At last year's forum many did not want to donate if there was not a public component to the funding.

- ❖ Harry Tether said he thought the balance between private and public funding was a terrific idea! Peter U noted that it was Harry's idea. Harry wanted to know how the split between public and private made. Terri W said that it was decided to keep the public portion under \$1M. Harry then asked what the interest rate assumption? Peter U said that was expected to be 4.35%.
- ❖ Ron Garceau: What will the warrant article ask for? Terri W said that we have to ask for the total amount of \$2.7M to be authorized and that the voters will be asked to approve the funding of \$975k.
- ❖ Walt Goddard asked how the prior contributions and private donations in this campaign, about \$1.5M compares to the contribution funding needed in the first campaign. Peter U said that amount was \$1.8M.
- ❖ Al Hajek: How much has been spent to date on all 4 attempts to build a library? John Walden said that about \$120k was spent on the Ski Tow Hill project and about \$40k on the Harbor project.
- ❖ Doug Theuner said he thought it was time we built the library. He wanted to know what the star (asterisk) was next to the \$500k (not shown in the funding above.) Terri explained that was

the amount of the private donations to be raised prior to the warrant article vote in March 2012.

- ❖ Young asked if the new library would be called the Abbott Library? Terri W said that was the thinking, but if there was a substantial donor then consideration may have to be given to naming it by some other name.
- ❖ Terri W, responding to a question about ownership of the old library, said that the town owned the old library building. Its disposition was up to the Selectman, not the Library Trustees. During the Ski Tow Hill campaign, people had passion about the library building's disposition. The Trustees do not believe it to be within our purview to make a decision about the old library's disposition.

VI. Non-Profit Foundation: Terri W said that from discussion with people at the Kilton Library in West Lebanon our trustees had decided to form a foundation, as the vehicle to raise funds for the new library. As a private organization, the foundation could accept anonymous pledges and donations. Another consideration is that the warrant article will have to specify the \$2.7M. If the funding campaign raises more than that amount, the extra funds could not be applied to the project until a year later with a new warrant article. Through the foundation, extra funds raised could be applied to the project with only a public hearing. The foundation would remain in existence after project completion to provide funding for future capital needs.

VII General Questions:

- ❖ Walt Goddard, referring to Ski Tow Hill project objections regarding safety, noted that children walking to the library from school would have to get there via route 11, and then walk into the library along the access road that has no sidewalks. Terri W admitted that Walt has a valid point, but noted that now the library site is on the same side of route 11 as the schools and the school busing may be possible.
- ❖ Rose Mary Brodrick seconded earlier remarks about the external appearance of the library in the brochure. A show of hands indicated that about 60% favored a lighter color and 40% thought that the dark color, as shown in the brochure, was satisfactory.
- ❖ William Roach commented that completing a road between the elementary school and Sargeant road behind the Safety Services Building was considered too expensive because of the grade involved. Construction of a sidewalk along route 11 would be difficult because of state restrictions. He wanted to know how much income was available from Trust funds. Terri W said the income was not much and the funds were quite restricted.
- ❖ Harry Tether asked about the marketing strategy to be followed in the fund raising. Terri W said that we had a Foundation meeting on August 3 with potential foundation incorporators/trustees
- ❖ Ellie Goddard: Will the foundation be just for the library and not connected with the town in any way? Terri W said that it would be just for the library.
- ❖ John Augustine: What's the opinion of the leaders of the schools, and what support will you get from them? Terri W said that the school board has not been provided a presentation. Trustees have been concentrating on our plans this summer. Some teachers and school board members have expressed support. John followed by suggesting that teachers could provide support in the marketing campaign.

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- ❖ Walt Goddard: I know the turnout seems small, but the questions raised may be representative of those who are not here. Terri W said that we know there is a lot of work to be done between now and the March 2012 election. We will work to be responsive to the questions and issues raised here tonight. Our next steps are...
 - Tabulate results of the brochure survey
 - Follow through on details of the purchase and sale agreement regarding the easement
 - Prepare the warrant articles
- ❖ Ellie Goddard: Did the library design go out to bid? Terri W said that we are not far enough into the process and needed only preliminary schematic design. We used the same firm that was involved with the Ski Tow Hill project, because they were familiar with our needs. They worked with us on the price. Peter U added this was the same firm that did the Old Town Hall project.
- ❖ Sue Gottling: This firm has done many libraries throughout New Hampshire. Terri W said they have.
- ❖ Joe Internicola: I think you have done a great job. You have communicated well with the people, and I hope this project goes through. I fully support it.

There being no further comments, the meeting concluded.

Respectfully submitted,



James Gottling, Secretary