

**KIMBALL LIBRARY BOARD OF TRUSTEES  
SPECIAL MEETING  
AUGUST 21, 2019**

**Attendance:**

Tom Kelley, Chair  
Linda Jette, Vice Chair  
Karen Trasatti, Secretary  
Marnie Finn, Treasurer  
Lara Cross, Trustee  
Nina Gray, Alternate  
Diane Heer, Director  
Wendy Doughty, Alternate (12:31)

**Call to Order:** 12:10pm (front conference room)

Tom organized today's meeting to update trustees on the parking lot expansion project, specifically the meetings that have occurred since our last regular meeting of 6/19/19 and to present a motion to make \$5,000.00 in trustee funds available for the early engineering fees of the project.

Tom thanked Karen Trasatti for providing lunch and Wendy Doughty for dessert for the members of the Trustees.

7/12: Special Meeting-an initial meeting of the committee

7/23: Special Meeting to critique Powerpoint presentation (see minutes)

7/29: Meeting with Ted Stewart, Road Agent. Present Diane, Nina and Tom. At that meeting Mr. Keach called. He offered to provide 30 minutes of consultation on 8/1

8/1: Meeting with Steven Keach of Keach Nordstrom Associates, Bedford, NH. Steven Keach is the engineer the Town of Atkinson hires for town projects. Nina Gray and Tom, Ted Stewart (Road Agent) and David Cressman (Town Administrator) also attended the meeting. DOT allows one entrance per address, therefore not likely the library would be granted a variance to allow a separate entrance/exit. The plan is to keep the one existing entrance/exit. We will need a new "as built" diagram for the existing water drainage and cost estimates will be based on that information. Wetlands would not be affected nor any future cemetery expansion. Porous pavement is not recommended due to its high maintenance.

8/10 Tom and Nina met with Gregory Spero (Selectman liaison to the library). Greg supports the expansion project.

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8/16 Tom met with Mike Murphy (Fire Chief). He supports the project and requested a copy of survey drawings. Steven Lewis will provide.

8/16 Tom met with Barbara Snicer who has concerns about the impact on taxes.

8/20: Tom and Nina Gray met at 6pm with the Building Needs Committee (Bill Innes, Scott Sullivan, Nick Hall, David Youngblood). The committee had concerns about the exterior cement board siding. There is litigation pending against the siding supplier (Certainteed) as the siding can buckle/shrink under heat which causes gaps where water can enter. Diane will provide documents for the town to file a litigation claim for compensation of damages. The siding was installed by Bauen Corp. The Building Needs Committee supports the parking expansion proposal.

David Cressman (Town Administrator) suggested the library trustees front some funds to support the project.

Tom expressed his appreciation to all members who have given input and ideas to the project and especially to Nina Gray for her willingness to participate in multiple presentations.

**Motion by Tom Kelley (seconded by Marnie Finn): “To make \$5,000.00 of trustee funds available for the early engineering fees to bring to the project for further evaluation and hopeful support by the Selectmen” Per written response from Steven Keach, engineer: “To limit risk and exposure to the Trustees at this time, I recommend design services be limited to: survey, schematic design and development of a detailed Engineer’s Construction Cost Opinion prior to obtaining full project funding, with the balance of engineering services reserved (and paid for) with funds secured via warrant article. This is how we can limit cost to \$5k now. We will not prepare detailed final design plans nor bid documents in 2019, but rather do so only after project funding is secured. Again, this approach limits expenditure for professional services until such time as specific work product is needed. This approach also prevents design and permitting efforts from becoming outdated.**

**Construction costs vary from year to year depending upon market conditions and cost of materials. Hence any construction cost opinion we may provide the Trustees for the 2020 construction season in 2019 may require verification and/or adjustment for the 2021 season.”** Steven Keach will provide the design services up to \$5,000.00.

Karen Trasatti asked how the trustees would fund the \$5,000.00 for engineering fees. Funds would be allocated as follows:

\$3,500.00 savings

\$1,000.00 operating account

\$ 500.00 fines account

**4 Yes**

**1 Abstain**

**Motion carries.**

Meeting adjourned: 1:05pm.

Respectfully Submitted by,  
Karen Trasatti, Secretary