

LPLCC Building Committee Minutes

August 21, 2014

6:00 p.m.

Members present: Katrinka Pellecchia, Paul Gasowski, Sharon Taylor, Chuck Cox, Jim Leitz, Zachary Smith, Tom Dolan, Barbara McNamee and Scott Bugbee

The agenda was approved.

The August 7, 2014 Minutes were approved as amended.

Katrinka announced that Sharon had resigned and had taken another position as the Head Librarian at Noble High School. All congratulated Sharon, wished her well and thanked her for service to the town.

Scott Bugbee gave a presentation, along with handouts, on the Undesignated Fund Balance as discussed at the last BOS meeting of August 18. The handouts included an historical analysis of the UDF as well as different options for interpretation. Scott made the following points:

- He has met with the auditors and confirmed that the UDFB is 76% of the town's annual budget
- The NH state guideline for the size of the UDFB is 5 - 17% of the town's annual budget.
- The town has too much money in the UDF.
- The BOS is awaiting budget numbers for the coming year to in preparation for any projected disposition of monies from the UDF
- The subject of the UDFB will be discussed at future BOS meetings.
- The town has \$250K in the NH State PDEP Fund that is earning 2/100th of a percent interest. Disposition of this money should be considered as well.

Katrinka Pellecchia gave an update on the Bricker driveway situation as follows:

- Laurel Cox has had an informal discussion with the Brickers about either closing or making the driveway on to Bennett Road one way, entering from Bennett Road only.
- The Brickers have indicated that they prefer not to add any further restrictions on the use of their property.
- They are still interested in giving the town 1st right of refusal for the purchase of their property at 10% below market value.

The committee then discussed the ways to proceed on the driveway question and options of a traffic study and researching the basis for the original DOT decision. The committee approved drafting a letter to the BOS requesting a legal review of the town's original DOT application for the correct interpretation and ruling. Paul Gasowski took the action to do this for the next LPLCCBC meeting.

The committee then reviewed the revised floor plan with special attention to area requirements and the capacity for the respective collections. These included but are not limited to:

- Relative size of the children's and adult areas.
- Storage space to include records
- Mechanical areas
- Relocating doors
- Server location
- Mobile shelving.
- Building configurations
- Kitchen size
- Quantify actual sq.ft. and proposed mods

The committee agreed on the following actions in preparation for the next meeting.

- Review the RFP for the Town Building Evaluation on-line for being timely with the DOT review of the Bricker Driveway and the determination on the excess monies in the UDF.
- Paul Gasowski to draft the letter to the BOS requesting legal review of the DOT application and decision on the Bricker driveway.
- Katrinka Pellecchia to update Dennis Myers and Milestone Engineering on the current project status in anticipation of requesting revised detail from Milestone.
- Zach to incorporate the changes discussed into the revised drawing

The meeting adjourned at 7:45 p.m.

The next LPLCCBC meeting will be held on September 4, 2014; time and place to be determined.

These minutes were prepared by Tom Dolan