

WOLFEBORO PUBLIC LIBRARY LANDSCAPING COMMITTEE

BRADLEY ROOM

Thursday, June 23, 2022

In attendance were John Sandeen, Cynthia Scott, Joyce Davis, Dave Ford, Kathy Barnard, Susan Poirier, Sabet Stroman, Linda Wilberton, Deborah Long-Smith, and Nancy Bell.

Linda Wilberton opened the meeting at 2:37 p.m.

A motion was made to approve the minutes of April 21 as presented by Susan Poirier. The motion was seconded by Linda Wilberton. All voted in favor.

A motion was made to approve the minutes of December 2 as presented by Kathy Barnard. The motion was seconded by Susan Poirier. All voted in favor.

Old Business

Update from David Ford, Public Works Director

Update from John Sandeen, President of the Wolfeboro Public Library Foundation

The discussion concerned a proposal received from Horsley Witten Group which was submitted at the request of the committee. This proposal provides support services for the installation of the first phase of the library landscaping improvements including phasing and bid support, construction meetings and coordination, review of submittals received of plant lists, topsoil, seed mix, and other materials. This will also cover a periodic observation of construction including plant tagging at the nursery and plant layout. Final punch lists and confirmation of work completion will be the closing documents.

The committee feels it is important to plant something in fall with supplemental planting in the spring. Dave will be meeting with Brian Laverriere and will discuss breaking Phase I into 3 subsections. A contractor must be hired.

We are waiting for final word to be received from the town about expenditure of construction money which will be coming shortly. We expect monies to correct the handicapped entrance to the library to come from this source.

Putting the project out to bid with the support from Horsley Witten for the front of the building will be initiated as soon as possible.

A motion was made by Kathy Barnard to accept the June 18 proposal from Horsley Witten for landscape improvements and construction support services. The motion was seconded by Kathy Barnard. All voted in favor.

John Sandeen presented a report from the Library Foundation. The Foundation would like to see action being taken by the Board of Trustees and the Landscape committee to assist them in their fundraising efforts. The phasing of the project based on available funds will break down the first phase into three sections: the front of the building, the entrance area and curb correction, and the holding pond area. These areas have water access and will make it possible for drip irrigation for watering,

The foundation has donations for certain aspects of the phases of the landscaping dependent on how the project proceeds. It was presented that more donations will be forthcoming as the Board of Trustees are able to finalize details.

Other Old Business - None

New Business

Dave will talk with Horsley Witten next week and discuss phasing based on available funds. Public bids will be requested. The contract will be signed to agree to the proposal; presented. A purchase order will be obtained from the town.

The next meeting of the landscape committee was arranged to enable the Board of Trustees to be informed of decisions made at their meeting on July 11 at 3:30 p.m. The committee is anxious to move forward on the project.

Upcoming Meeting

Landscape Committee Meeting – Monday, July 11, 2:00 p.m.

A motion to adjourn was made by Susan Poirier at 4:00 p.m. Seconded by Deborah Long-Smith who closed the meeting following the earlier departure by Linda Wilberton at approximately 3:30 p.m. All remaining committee members voted in favor.

Respectfully submitted,

Nancy Bell
Trustee Secretary

Minutes are unapproved until voted on by the Landscaping Committee