

**UNOFFICIAL  
AS OF 03/16/06**

**LIBRARY TRUSTEE  
MINUTES**

**MARCH 15, 2006**

**PRESENT:** George Fullerton (Chair), Steve Brzozowski, Hank Boyle, Mike Pelletier (new Trustee), Richard Chamberlin (new Trustee), Susan Plante, Lisa Iodice, Barbara Griffin, Susan Osburn, Brenda Pfahnl, Steve Viggiano (Assistant Director), and Diane Hathaway (Director).

Chairman Fullerton called the meeting to order at 7:02 p.m.

**ACCEPTANCE OF FEBRUARY MINUTES**

**S. Osburn moved, seconded by S. Brzozowski to approve the minutes as presented. Voted unanimously in the affirmative.**

**PUBLIC COMMENTS**

There were no comments from the members of the public in attendance.

**TOWN PLANNER**

S. Griffin presented information on the Donner site plan, which is abutting the library to the north. The plan consists of a 12-unit multi-family condo building and the conversion of the single-family home to a professional office building. This plan also includes a subdivision of the parcel into two lots. The Planning Board has accepted this proposal. The first public hearing will be heard on March 23. We have explored interconnection between parking lots between this site, the library site, and the bank site. We also looked at ways of gaining parking spaces for the library. The Planning Board was concerned with cut-thru traffic. Since then, the owner has submitted a proposal. We have had one TRC meeting. Abutters' comments have been received. We have also gone to SNHPC, which does traffic review for the Town to see if they had any suggestions. We have talked to the bank facility person. They appear to be interested. This is all zoned Village Commercial. If you want to do multi-family in R-1, it requires a special exception from the ZBA. The abutter to the north would like to do a third unit. If he receives ZBA approval, he would need a site plan. He has applied to the ZBA. The Planning Board will need to make a recommendation to the Planning Board.

Mr. Donner: We had a finished plan where we provided parking for our project. It was at the request of the Town that we include the library and the bank. This has cost a large amount of money to revise the engineering. We had a meeting one-week ago, and we are ready to go. We could have gone to the town month's ago. Now that the town has come

on board, it helps the library and the flow of traffic. Our next set of drawings will show Phase I and Phase II. Phase I is to construct the building and our parking. The library's parking stays the way it is. If the town wants to fund it, then we would move to Phase II. If the library comes on board, the drainage situation would be corrected. If the library wants to become part of this, that is great. For construction purposes and getting it through the planning Board, we can't wait any longer for the Trustees. We have allowed for 2 parking spaces for unit. There is an old sewer line in the rear of the library, which eventually will be disconnected. Someday, the library will want to connect to the new sewer line in the front of the property along High Street, which is under the parking lot. The drainage is being designed to solve all of the drainage problems in the area. The project is not an elderly housing project.

A letter was received from an abutter, Richard Bruno, dated March 13, 2006. Mr. Bruno voiced his concerns with this project regarding over-building of the site, vehicle flow, impact on a failed intersection, and safety issues caused by increased traffic. Steve Griffin will provide Dianne Hathaway with a copy of the revised plan, once received, and a copy of the traffic review from SNHPC as soon as this information is made available.

### **TREASURER'S REPORT**

The Expense Report was not available. The Account Information was reviewed. The NH Charitable Foundation monies have been transferred to a CD at Citizen's Bank. Information was also provided on the Fidelity Account. Next month, a representative from Citizen's Bank will speak with the Board on how to manage their money.

New signers are needed for the Trustee Accounts. Hank Boyle and Lisa Iodice volunteered. **G Fullerton moved, seconded by S. Plante to authorize Hank Boyle and Lisa Iodice as signers of the Trustee Accounts. Voted unanimously in the affirmative.**

**S. Brzozowski moved, seconded by H. Boyle to accept the following donations.**

Acceptance of unanticipated memorial donations:

Harriet LaBrack -- \$340.00  
Elizabeth Wason -- \$345.00

**Voted unanimously in the affirmative.**

**S. Osburn moved, seconded by S. Brzozowski to accept the following unanticipated grant money:**

NH Humanities Council – Central Asia: America's Newest Frontier - \$192.75.

**Voted unanimously in the affirmative.**

## **DIRECTOR'S REPORT**

**Highlights** – Attended monthly NHLA board meeting as secretary of the association; weekly Rotary meetings; attended GMILCS executive and board meetings on February 16; read at the Bartlett School in a 4<sup>th</sup> grade classroom on February 17; Evelyn and I met with a representative from Citizen's Bank about trustee investing; met with publisher's rep to select and purchase small-press nonfiction for collection; attended monthly Friends meeting and "Knitting@Night" program; chaired GMILCS PR and Marketing Committee meeting; attended monthly Hillstown Coop meeting; attended two meetings on 3/6 regarding the subdivision of property next door and parking planning; facilitated monthly book discussion group; attended NELA conference committee meeting; attended Bob Wheeler retirement dinner.

**Building** – Ergonomics expert met with us and evaluated staff workspaces on February 22. The written report has not yet been received. Dianne is working with Marc Tessier on an energy audit and an eventual lighting replacement with PSNH

**GMILCS** – The GMILCS Committee meets tomorrow, March 16. They are also meeting on April 10 to work on goal setting for 2007 and 2008 budget preparations. The downloadable audio is still a hot topic. The upcoming trial period will begin on April 1 for placing holds on items that have a "checked in" status.

**February Statistics** – Included in the packet.

**Staff** – The staff is working on special programming for National Library Week in April, "Change your World@your Library." The staff is working on special 9/11 programming for September. The staff is also looking at shifting on the 2<sup>nd</sup> floor with the focus group comments in mind.

**Friends of the Library** – Their next meeting is scheduled for Tuesday, March 28 at 7:00 p.m.; "Knitting Night" will be held at 6:00 p.m. that evening as well.

**Bookends Column** – Provided to the Board members in their packet.

## **OLD BUSINESS**

### **Budget Committee**

No report.

### **Personnel Committee**

Job descriptions will be provided to the Board shortly.

### **Strategic Planning Committee**

The non-users focus group was held on February 16. Copies of the minutes were provided to the Trustees.

**NEW BUSINESS**

Brenda Pfahnl has applied to become an alternate member of the Library Board of Trustees.

Months ago, a letter was sent to the Goffstown Highway Safety Committee regarding signage and lighting for the municipal parking lot. A meeting has been scheduled for Wednesday, March 22, 2006 at 9 a.m. Susan Osburn will attend on behalf of the library's request.

The Trustees will send a letter to the Planning Board concerning the presentation on the Donner site plan. The library is very interested in the additional parking and potential benefit provided by additional access routes, but we are concerned about the cost of implementation of the change and proceeding with the plan as presented without assurances that the bank will go forward with it. If the library remains committed to working with the developer on this abutting project, until the bank is committed, would request that the use of bank land be omitted from the plans submitted. The expense is a huge issue and hasn't even been considered until this meeting.

H. Boyle will obtain information from the Water Precinct on the cost of moving the fire hydrant. B. Griffin will contact Carl Quiram on the costs for the remaining work.

**ADJOURNMENT**

The next meeting is scheduled for Wednesday, April 19, 2006 at 7:00 p.m.

**S. Plante moved, seconded by G. Fullerton to adjourn the meeting. So voted.**

Respectfully submitted,

Jo Ann Duffy