

Draft Minutes for Buildings and Facilities Committee Meeting on 12/02/2020

Goffstown Public Library Third Floor Meeting Room at 8:00 pm

Town of Goffstown

Right-to-Know Law Meeting Checklist

As Chair of the Buildings and Facilities Committee of the Library Board of Trustees, due to the COVID-19 Outbreak and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, this Board is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to the meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, this is to confirm that we are:

a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means;

The Buildings and Facilities Committee is utilizing a telephone conference line for this electronic meeting. The public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following telephone number 1-408-418-9388 and using the access code: 132 177 3182, following any other instructions.

b) Providing public notice of the necessary information for accessing the meeting;

The Library previously gave notice to the public of how to access the meeting using the available telephone number with the meeting posting.

c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access;

If anybody has a problem with telephone access, please call (603) 497-2102.

d) Adjourning the meeting if the public is unable to access the meeting.

In the event the public is unable to access the meeting, we will adjourn the meeting and have it rescheduled at that time.

Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

Let's start the meeting by taking a Roll Call attendance. When each member states their presence, also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

Attendance: Samantha Homan, Chair; Aimee Huntemann, Minute Taker; Richard Manzo and Dianne Hathaway, Library Director

Call to Order: 8:02 pm

Old Business:

1. Approval of Minutes: Samantha made a motion to approve the minutes for 11/04/2020, Richard seconded. 3-0-0, Motion passes

New Business:

2. Update from Dianne:
 - Dianne met Fred Mock and the Town Planner to discuss questions Fred had. They discussed, parking lot, set backs and efficiency. Other notes from that meeting: Mechanicals will be in a basement area in the Engineered draft design, No need to adhere to zoning because we are part of the municipality, and discussion of parking space sizes, and lot light placement
 - The contactless faucet was finally installed in the public bathroom last week.

Action Items:

- Samantha will email out the updated draft of the Building Committee Roles and Responsibilities document for review by B&F before it is presented at the 12/16/2020 LBOT meeting.

Next Meeting: Our next meeting is scheduled for 01/06/2020 at 6:30 pm

Motion to Adjourn: 8:14 pm

Minutes submitted by: Aimee Huntemann