

**Goffstown Public Library Board of Trustees
Building & Facilities Committee
Meeting Agenda – April 7, 2021**

Call to order: 6:32 p.m.

**Town of Goffstown
Right-to-Know Law Meeting Checklist**

As Chair of the Building & 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 Building & Facilities Committee of the Library Board of Trustees 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 1-469-998-7470 and using the access code: 465 834 496, 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 posted agenda.

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.

Attendees:

- Samantha Homan, Chair
- Marc Van De Water
- Don Descoteaux
- Dianne Hathaway, Library Director

Old Business

1. Approval of minutes from March 3, 2021
 - a. Tabled, as only one committee member was present.

New business

1. Elect committee chair
 - a. Marc motioned to re-appoint Samantha as chair, Don seconded.
 - i. Samantha – yes; Marc – yes; Don – yes. Motion passed unanimously.
2. Updates from Dianne
 - a. Elevator passed inspection on April 1, 2021.
 - b. Friends are having annual Beautification Day on May 15, 2021, at 9 a.m.
 - c. Friends are lending the library a tent for the summer. Will erect it on the lawn, so programs can be hosted on the lawn.
 - d. Dianne spoke with the groundskeeper, who offered to clean up the area near the parking lot, where trees were previously removed. He is part of Parks & Rec and cannot treat the Japanese Knotweed in that area. Dianne will follow up with Adam Jacobs on this.
 - e. Pest treatment is upcoming.
 - f. Dianne to follow up with electrician on completion of radiant floor repair.
3. Draft Geotechnical Scope of Work
 - a. Dianne sent this to the Town Administrator and Finance Director, who both suggested we include a detailed bid sheet for the geotechnical portion. Also sent to Adam Jacobs, waiting on his feedback.
 - i. Don motioned to recommend the Geotechnical Scope of Work to the full Library Board of Trustees for a vote, pending any recommended changes from Adam Jacobs, Marc seconded.
 1. Samantha – yes; Marc – yes; Don – yes. Motion passed unanimously.
4. Open forum

Parking lot

1. Building Committee recruitment (ETA Fall 2021)

Adjourned: 7:13 p.m.