

## **MINUTES**

**(approved 11-01-22 w/edit to Appendix 13)**

**Library Exploratory Committee Meeting**

**Tuesday, October 25, 2022 at 6:30 pm at the Cornish Town Office building**

Present - Laura Cousineau, Susan Chandler, Dillon Gallagher (LEC Recorder), Heidi Jaarsma, Kathi Patterson, Caroline Storrs, Larry Dingee

Citizens Present - John Dryfhout, Marie DeRusha, Sandy Guest, Martha Zoerheide, Stephanie McAndrew, Leigh Callahan

1. Call to Order by Laura Cousineau, Chair, at 6:30 pm. She then reviewed the agenda items.
2. LEC minutes for September 10th were approved with the edit of Laura changed to Larissa. LEC minutes for October 18 were approved with the edit of Chambers to Chandler.
3. Laura reviewed the tasks assigned at the previous meeting:
  - a. Larry had not forwarded the information on the Fire Department space to Caroline and Heidi for their Community Facilities document but noted that it was a 20' by 30' space with a full kitchen and 2 bathrooms.
  - b. Caroline and Heidi will complete the Community Facilities document with the addition of Larry's info.
  - c. The sprinkler issue at the Stowell Building was not covered at this meeting.
  - d. Kathi had sent Laura the edits for the Quantitative Table, a new document comparing the Identified Space/Area Needs for both buildings in a side-by-side format, and a table with Larry's goals and their resolution.
  - e. Larry did not get estimates for the cost of moving books and furniture from the Stowell building to the new library. He also did not get estimates for the cost of moving the same books and furniture out of the Stowell building, finding a town space suitable for storing them, and for moving them back.
  - f. Laura brought a clean set of the documents she had to this meeting. Included in her packet were the Recommendation paragraphs from Caroline and Kathi.
  - g. Laura has added the hours that the libraries listed in the "Library Community Room Benchmarking Visits and Calls" are open to the report.
4. The committee started a review of the nineteen items suggested for inclusion in the Appendices for the Final Report. There was a lengthy discussion of which items needed to be included in this report and of what content for these items needed to be included:

Appendix 1 -Committee Charge - The committee had no objections to its inclusion as written.

Appendix 2 - Proposed Warrant - The committee had no objections to its inclusion. Dillon stated that the Select Board will be working with the CCI and Colleen to develop the March 2023 Warrant Article. Kathi reminded those present that the Library Trustees had paid Town Counsel for the legal research and a draft of a proposed warrant article for the 2022 Warrant that was presented at an earlier committee meeting (Note: Heidi Jaarsma presented the warrant article as written by Town Counsel and Tom Donovan, and it was attached to the January 25, 2022 meeting minutes.) Heidi felt there needed to be an edit in the wording to include an end date.

Appendix 3 - ADA Building Assessment Report (Tom Ladd's Report) - The committee had no objections to its inclusion.

Appendix 4 - Quotes and Plans [soft costs - documents] - The committee had no objections to their inclusion. These are the furniture and shelving plans and costs from Dano Anderson, the School Furnishings Director of Sales.

Appendix 5 - Minutes from the July 23 Open Forum - The committee had no objections to their inclusion.

Appendix 6 - Survey Results - The committee had no objections to their inclusion.

Appendix 7 - Banwell Phase 1 Plans - The committee had no objections to their inclusion.

Appendix 8 - MA+KE Phase 1 Plans - The committee had no objections to their inclusion.

Appendix 9 - Library as a Community Center Project - The committee had no objections to its inclusion.

Appendix 10 - Community Room Policies - The committee had no objections to their inclusion.

Appendix 11 - Library and Community Room Benchmarks - Laura stated that she had added the hours that the libraries listed in the "Library Community Room Benchmarking Visits and Calls" are open to this report as Heidi had requested at the last meeting. Heidi then asked for the inclusion of the total operating budgets for these libraries. Laura and Susan disagreed as this was not the charge for this committee. Susan also mentioned that libraries function as community centers. Larry moved, Heidi seconded that the budgets for the libraries that were studied be included in the report. The motion was defeated on a 3 Yeas (Larry, Dillon, Heidi) to 4 Nays (Caroline, Susan, Kathi, Laura) vote. The committee had no further objections to their inclusion as presented.

Appendix 12 - Q & A Non-Architect Questions -When asked if and where this info had been posted, Laura replied that it had been posted as a link to the results in the Friday,

October 21, issue of ConnectCornish (Note: This link was to Kathi's post on the Library Trustee's web page) and was also included as an attachment in her email to committee members earlier in the day.

Larry mentioned an email he had received with questions related to this committee's work that he had received from Walter Scott and had then forwarded to Laura on Monday. He asked who answered these questions and where do the questions and answers get posted. Laura has been handling this and keeping track. Dillon moved and Larry seconded that all recorded questions be added as an appendix. There being a consensus, the motion was passed so another appendix will be added to the list.

There was also a consensus that the YouTube videos of the two architect forums and their respective URLs be added as another appendix.

Appendix 13 - Environmental Considerations - Heidi had compiled the 35 pages of this document to cover the environmental considerations that should be considered. Dillon said he had not had time to review all the files that had been emailed.

Heidi then projected the document onto a large screen and explained:

- that the store property lies within a Regulatory Floodplain and the Cornish Regulatory Flood Plain Conservation Overlay District;
- that the Cornish General Store received a Letter of Map Amendment (LOMA) that removed the structure from the Regulatory Floodplain;
- that the exception applies so long as there is no expansion of use;
- that renovations or alterations to the general store building may require a new Letter of Map Amendment (LOMA) or a Conditional Letter of Map Amendment (CLOMA);
- that there may be restrictions on the use of the basement level if it is found to lie below the base flood elevation;
- that the services of a civil engineer will be required in the next phase of the general store design process in order to ensure compliance with floodplain regulations.

Her presentation then focused on the Septic System Easement for the septic system that serves the general store building that lies partially on an abutting property. Her document states that the use of the septic system will be considerably different from the use stated in the recorded easement, and that, after donation of the building, the grantee should seek a new easement that would specify the grantee and that would restate the use as for the benefit of the grantee.

The document's next focus was the information on the Groundwater Management Permit (#GWP-199606022-C-001)

- that had been issued by the New Hampshire Department of Environmental Services (DES) to the Cornish General Store Property, Tax Map 18, Lot 6, on May 26, 2004;

- that was recorded at the Sullivan County Registry of Deeds in accordance with DES regulations and had establishes a Groundwater Management Zone, which is “an area within which groundwater use must be restricted and monitored due to the presence of groundwater contaminants that exceed the State’s Ambient Groundwater Quality Standards (AGQS).”
- that was issued after the removal of the gasoline pumps and underground storage tanks from the general store property;
- that the general store property was released from monitoring requirements, based on information submitted to DES, on May 24, 2006.
- that on August 2005, well monitoring results showed that there was no ambient groundwater quality standard violation;
- that the groundwater at the site was determined to be in compliance;
- that the Groundwater Management Permits were terminated;
- that the release was recorded at the Sullivan County Registry of Deeds; and
- that there is a DES requirement that Groundwater Management Permits must be recorded in the title chain of the subject property

The document stated that it was important to note that the well servicing the general store has been relocated to the green across the street and that the water meets current State standards.

Caroline remarked that the wording in the document "that there may be restrictions on the use of the basement level if it is found to lie below the base flood elevation. The services of a civil engineer will be required in the next phase of the general store design process in order to ensure compliance with floodplain regulation" is confusing. She stressed that the use of the word "may" in regards to a civil engineer having to do some work has a different meaning than "will be required" in the next phase of the design process. She also stated that she is the owner of abutting property on which part of the septic system is located and that her lawyer has advised that the septic system easement is rewritable and transferrable. Furthermore, that the use will be reduced from that of the former general store that was open more hours and 7 days a week.

Caroline moved and Kathi seconded that pages five to thirty-five of the Environmental Considerations document be deleted from the report for this appendix and put in a link or a footnote included in the appendix. Larry was against deleting the pages, but the motion was passed with 4 in favor (Laura, Susan, Kathi, Caroline) and 3 against (Dillon, Heidi, Larry).

Appendix 14 - Operating Expenses Comparison - Heidi wanted the current operational costs included. Kathi stated that that column for the current 15 hours was included in her original document but that she had deleted it so as to compare apples-to-apples (20 hours). She could easily add it back in. There were no current energy figures from MA+KE so the same figures were used for both HVAC costs with italics pointing to that fact. The committee had no

objections to including the extra info and to including an edited operating costs document in the appendix.

Appendix 15 - MA+KE Energy Cost Email - Laura explained that this email was an explanation of why MA+KE had not provided the energy cost info (no money from the Town) and his educated guesstimate of what it would be. The committee had no objections to its inclusion.

Appendix 16 - 1910 Warrant - The committee had no objections to its inclusion.

Appendix 17 - ADA Compliance - This had been written by Heidi and was previously posted on the LEC web page. Susan felt it was Heidi's opinion and maybe should not be included since we had already added Tom Ladd's report as an appendix. The committee voted to include this in the appendix since it had been previously discussed and was posted on the LEC page.

Appendix 18 - Additional Cost Analysis - not reviewed

Appendix 19 - Opportunity Costs - not reviewed

The rest of the agenda items - Review the Final Report Document, Discussion, revision, and consensus vote on Recommendation, Vote on the final Report, Finalization, Wrap-up - were postponed to the next meeting which will be on November 1 at 6:30 pm at the Town Office.

The meeting was adjourned at 8:10 pm

Respectfully submitted,  
Kathi Patterson, recorder