

WOLFEBORO PUBLIC LIBRARY LANDSCAPING COMMITTEE

BRADLEY ROOM

May 17, 2023

In attendance were Cynthia Scott, John Sandeen, Joyce Davis, Sabet Stroman (by phone), Linda Wilberton, and Nancy Bell.

Linda Wilberton opened the meeting at 2:07 p.m.

Linda Wilberton made a motion to accept the minutes of the meeting of February 27. The motion was seconded by Cindy Scott. All voted in favor.

Old Business

Update on Horsley-Witten Involvement/Contract

Update on Meadowlark Landscaping

Update of RFP

Joyce read an email she had received from Sabet which expressed her apologies for the withdrawal of Meadowlark from the project and her desire to help move forward. She offered to work with Horsley Witten on the front garden portion of the project.

Cindy Scott presented an update on her contacts with Horsley Witten and presented a proposal from them to update the bid documents and provide support. When this contract was submitted it was assumed that the plan from Meadowlark was still in place. It does not deal with the front plan. There was no plan for Horsley Witten to do additional design work. We will need to think about the timeline as approved funds will no longer be available at the end of the year if a plan is not in place. Also, funding left over from the building project which would be directed to correcting the issue with handicapped access and drainage will also no longer be available.

Cindy suggested that the front garden be handled separately, and we proceed with the remainder of the project to be able to have the RFP sent out and an agreement made.

Joyce Davis and Doug Smith met with the town manager regarding the generator. Problems are going to arise with the renovations and construction of the new Public Safety building which will need to use the library parking lot as a staging area.

The suggestion was made that we proceed with going out to bid for the hardscape and drainage portion of the project while waiting for a new design for the front garden. It would make sense to proceed with things that are ready to go forward.

Sabet would be willing to work on the front garden with a designer if the committee desires. Cindy will speak with Horsley Witten to see what is possible regarding plans for the front of the building. Depending on the information that Cindy receives from them, it would be desirable for the Committee to recommend that the Board of Trustees proceed with the Horsley Witten proposal to update the bid documents and construction support services to the Landscape plan.

It was suggested that the Board of Trustees meet with the Public Safety Building representatives/Town Manager regarding the update of plans for the building that may involve the Public Library property at the next meeting.

Other Old Business - none

New Business

Linda Wilberton suggested a banner be placed in front of the library to help to brighten up the area. This will be investigated.

Timeline adjustments

The RFP will be determined after contact is made with Horsley Witten. The committee will be advised as to the next meeting after updates are made.

A motion to adjourn was made by John Sandeen at 3:58 p.m. Seconded by Linda Wilberton. All voted in favor.

Respectfully submitted,

Nancy Bell

Trustee Secretary

Minutes are unapproved until voted on by the Landscaping Committee