

SPECIAL MEETING OF THE BOARD OF TRUSTEES  
OF THE NASHUA PUBLIC LIBRARY

A special meeting of the Board of Library Trustees was held at 6:30 pm on September 22, 2016, in the Hunt Room at the Nashua Public Library, 2 Court Street, Nashua, New Hampshire.

Trustees present were:

Arthur Barrett  
Pauline Desautels  
David Pinsonneault  
Linda Laflamme  
Holly Klump

Also present was Library Director Jennifer McCormack and Assistant Director Jenn Hosking, who took the minutes.

Mr. Barrett called the meeting to order at 6:33 pm.

Mr. Barrett provided a summary of the work completed by the subcommittee charged with reviewing the six bids received with Director McCormack and Architect Tennant. Director McCormack provided a report explaining a total amount of \$533,000 is available for this project. This amount includes \$379,000 in investments and principal cash as well as the Chandler, Hickey and Locke Trust Funds. In addition, \$147,252 in cash is available in a special revenue account from the sale of the Chandler building.

Ms. Desautels expressed concern about foregoing the first alternative listed on the bid proposal, moisture mitigation. Mr. Barrett reminded the Board the West Wing will be tested for moisture and that will determine whether the mitigation process is necessary or not. The three remaining alternatives were discussed. The Board determined alternative 3, upgrade from square columns, was important to maintain the Victorian aesthetic as well as the elimination of

alternative 2, aluminum storefront walls. It was determined walls with wainscoting and punch windows was better suited to the visual guidelines set forth by the Chandler heirs. With the project components selected and the total budget identified, the Board reviewed the bid summary document again. Upon a motion duly made by Mr. Pinsonneault, seconded by Ms. Laflamme, the Board unanimously voted to **award the West Wing renovation project to Project Resource Group in the amount not to exceed \$499,913.**

Director McCormack brought forth a candidate for the vacant Reference Librarian position. She recommended the Board hire Jennifer Morris. Upon a motion made by Mr. Pinsonneault, seconded by Ms. Desautels, the Board **unanimously approved the appointment of Jennifer Morris to Reference Librarian with an annual salary of \$40,000 and a start date of October 17, 2016.**

In other business, Director McCormack made the Board aware of a forth coming invitation to attend a presentation on October 17, 2016 by Mayor Donchess forecasting the FY18 city budget outlook.

Mr. Barrett asked Mr. Pinsonneault to be the Board representative on the aldermanic strategic planning committee led by Alderman Melizzi-Golja. This group is set to update the City's master plan. Mr. Pinsonneault accepted this assignment.

There being no further business to come before the Board, upon a motion duly made by Mr. Pinsonneault and seconded by Ms. Laflamme, the Trustees unanimously:

RESOLVED: That the meeting be adjourned at 6:57 pm.

Attest \_\_\_\_\_

David K. Pinsonneault, Secretary