



Trustees of The Mary E. Bartlett Memorial Library



**22 Dalton Road Brentwood, New Hampshire 03833-6000
(603) 642-3355**

Melissa Bertoulin, Chair Melody Santos, Deputy Chair and Treasurer Tom Walker, Secretary Megan Schneider, Jeff Donald

Draft - Meeting Minutes

Monday, May 2, 2024

Trustees attending: Melissa Bertoulin, Melody Santos, Tom Walker, Jeff Donald

From the Library: Janice Wiers - Library Director

Others:

Alternate Trustees: None

Public: Tracy Descoteux, Lois De Young

Melissa called the meeting to order at 5:41 PM.

This emergency meeting was called to authorize a change order for the amphitheater project. Today, it was found that the grading of the pavement in front of the handicapped parking space leaves almost no curbing reveal. One function of curbing is to delineate parking areas from sidewalks for safety. Jeff Hyland, the landscape architect for the project, recommends adding two bollards in front of that space to remedy this. Additionally the bollards will act as a signpost for the handicapped parking signage. This emergency meeting was called because time is short for finishing work in this area. Following the RSA 91-A:2 rules governing emergency meetings, this meeting was posted at the library, on social media, and on the library website today.

Melody motioned, with a second by Jeff Donald, to accept the Trimmer's Landscaping, LLC estimate of \$2075 for the installation of two bollards in front of the handicapped parking space. The motion was unanimously accepted. Melissa - aye, Tom - aye, Melody - aye, Jeff - aye.

Trustees also discussed shade sails, whether or not an irrigation system would be needed, and low voltage lighting for the memorial plaque. Ideas for fundraising were also discussed.

Melissa adjourned the meeting at 6:40 PM.

Next meeting: Monday, May 13, 2024 at 6:00 PM.

Respectfully submitted, Tom Walker - Board Secretary