**WOLFEBORO PULIC LIBRARY LANDSCAPING COMMITTEE**

**BRADLEY ROOM**

**January 31, 2023**

In attendance were John Sandeen, Cynthia Scott, Joyce Davis, Kathy Barnard, Sabet Stroman (Webex), Linda Wilberton, Stephen Farley, and Nancy Bell.

Linda Wilberton opened the meeting at 1:02 p.m.

A motion was made to approve the minutes of the September 20 meeting by Kathy Barnard. The motion was seconded by Linda Wilberton. All voted in favor.

**Old Business – continue discussion of landscaping project**

The committee would like to approach Karen Breagy regarding the purchase of her plans which she presented to the library last fall. It was suggested that she be asked to go in with another entity who had the necessary insurance to satisfy the requirements of the town.

**Other Old Business (none)**

**New Business**

The landscape plan needs to be presented to an attorney for approval of the process. It is important to work with the town and public works. Karen has previously agreed to draw up the plan to show where plants could go. Sabet will speak with her about presenting a plan for consideration by the end of February and what the cost of the plan would be.

It is necessary to approach Brian Kuchar from Horsley Witten to develop a new RFP which will include the Karen Breagy flower plan. Discussion was held about how to proceed with the town for establishment of a revised RFP.

The purchase order is still in place with Horsley Witten to proceed with the project. It appears that monies are available to continue with the entire project.

John Sandeen will speak with Horsley Witten about the new Landscaping changes and Architect Construction Support Services.

Joyce will speak with Steve Randall, the new Public Works Director, with assistance from Cindy Scott to see if the granite is still available and to discuss the project’s other aspects with the town’s involvement.

Irrigation is included in the reviewed plans for the area in front of the library and on the parking lot side.

John Sandeen will work on drawing up a tentative Landscape Timeline to enhance the structure of the meeting schedule. The plan would be to send out an RFP in early March.

**Upcoming Meeting**

Landscape Committee Meeting – Monday, February 13 at 2:00 prior to the next scheduled Board of Trustees Meeting (3:30 p.m.) Members of the committee will review the plans prior to the next meeting.

A motion to adjourn was made by Linda Wilburton at 1:55 p.m. Seconded by Stephen Farley. All voted in favor.

Respectfully submitted,

Nancy Bell

Trustee Secretary

**Minutes are unapproved until voted on by the Landscaping Committee**