

JOINT MEETING – COMMITTEE ON INFRASTRUCTURE and
LIBRARY BOARD OF TRUSTEES

AUGUST 4, 2026

A joint meeting of the Committee on Infrastructure and Library Board of Trustees was held Tuesday, August 4, 2026 at 6:01 p.m. in the aldermanic chamber and duly noticed in two places, including the City's website, in accordance with the requirements of RSA 91-A:2 II.

The roll call was taken with 8 members of the Library Board of Trustees and Committee on Infrastructure present:

Alderman-at-Large Michael B. O'Brien, Sr.
Alderman-at-Large Alicia Gregg
Alderman Paula Johnson
Trustee Linda Laflamme
Trustee John Kennedy
Trustee Ernest A. Jette
Trustee Scott Jaquith
Trustee Patricia Dresner

Members not in Attendance:

Alderman Richard A. Dowd
Alderman Vengerflutta Smith
Trustee Padmaja Kunapareddy
Trustee Kristen Kane
Mayor Jim Donchess
Alderman-at-Large Lori Wilshire

Also in Attendance:

Tim Cummings, Administrative Services Director
Jennifer McCormack, Library Director
Joe Sullivan, Leftfield, Project Manager

ROLL CALL

Chairman O'Brien

And this evening, I know that the Mayor was unable to come because - and others perhaps, too. There is an event going on this evening at Greeley Park, which is Light up the Night, which is very important, and I think, hopefully, they should be up there supporting such a good cause. So their absence are, you know, explainable.

Okay. With that, I'll open the Committee meetings. I don't really have anything to really to introduce, but perhaps Director Cummings may.

OPENING COMMITTEE MEETING

- Introductions

Tim Cummings, Administrative Services Director Tim Cummings.

Yes. Thank you, Mr. Chairman. For the record, Tim Cummings, Director of Administrative Services. Gonna give you a little bit of a preview of what we anticipate happening this evening. So everyone should have received the packet. As a reminder, that is on the city website with the agenda, and this evening in front of you is a PowerPoint presentation which to my right here, Mr. Sullivan will go into detail and a little bit on, and I believe everyone has a hard copy handout as well.

So the goal this evening is to first go over the project at hand and as a reminder, that is based on the work that was done in the feasibility study, and then from there, give a little bit of a project update of what we've worked on to date to get this project up and running. As you all know, this project is still very much in its infancy.

We do have some regular business that we need to do this evening, Mr. Chairman. We have some invoices to approve but also what we have on hand is a discussion on an approval of how this body will operate. This is standard practice for us following our normal process relative to the Joint Committees and ideally, looking to ensure that we have good working order. I wanted to lay out what the rules of operations are and make sure everyone understands how we've operated in the past relative to the Joint Committees.

And then we have on hand the project plan, and the project plan is something that we go over, and it is a guiding document for us to ensure that we are giving good guidance to our design professionals and to our consultants but also to ensure that we're all in agreement on the direction that we're going on, and so a little later on in the agenda this evening, I will go over those items in more detail. But I wanted to kind of give a little bit of an overview as to what you could anticipate hearing this evening, Mr. Chairman.

So with that being said, I know we do have public comment and approval of the minutes. Once you get through those items Mr. Chairman, I believe Joe Sullivan here could walk you through the project presentation update.

Chairman O'Brien

Outstanding. Looking forward to it and thank you for the segway because we now are going to open up the mic for public comment. These are items that are going to be on tonight's agenda. Seeing this is the first public comment and your name, address, and also there's a three-minute limit. So, open mic.

Alderman Gregg

It's just the city.

Chairman O'Brien

Huh?

Alderman Gregg

It's just the city in which they live in not the address.

Chairman O'Brien

Yeah, just the city is good enough. I don't need to know where you live.

PUBLIC COMMENT

Beth Scaer

Beth Scaer, Nashua. I'm, I'm just here before we spend you spend any more money on the library to share my concerns about the library.

First of all, a lot of people told me they're afraid to come to the library, especially with their children because of the amount of people hanging around, you know, drug addicted people with, you know, hanging out there, homeless, and with trouble with lots of issues, and I hope that before we spend a whole lot of money on the library, someone will look into how we're going to address this problem because you don't want to have a library that people are afraid to come to attend to come to.

And also, we have a lot of families that don't want to bring their kids to the library because books like this are just freely available in the children's room for little kids to get their hands on.

Chairman O'Brien

Excuse me. Ms. Scaer is that book on the agenda?

Beth Scaer

I'm just talking about before you spend any more money on the library.

Chairman O'Brien

Yeah, but this is a mic time for items to be discussed. What occurs or any books, or challenge to books, or anything else like that should be brought up to the Commissioners at their particular meeting.

Beth Scaer

But fewer and fewer people are coming to the library. They're losing patrons because of things like Kindle, like because younger people aren't reading books, and then the people who do want their kids to read books are being - are not coming to the library because of nudity in little children's books. I really hate to see all tens of millions of dollars being spent in a library that people don't want to come to either because of the homeless situation or because of the materials.

Chairman O'Brien

Well I want you to know your advocacy is noted, you know, in a positive sense. But however to connecting this meeting, it's the subject at hand which is the construction part of the project.

Beth Scaer

Yeah.

Chairman O'Brien

I think there's another venue that perhaps if I may recommend to you that you would follow.

Beth Scaer

I'm trying all the venues.

Chairman O'Brien

Okay. Well...

Beth Scaer

This book is being challenged.

Chairman O'Brien

Okay. Thank you for stopping by and trying ours. I appreciate it.

Beth Scaer

This book has been challenged and multiple times and they just keep putting it back on there for the little children. Thank you.

Chairman O'Brien

Very good. Thank you, Ms. Scaer.

Anybody else with the public comment? Okay, seeing none we will move on to Approval of Minutes.

APPROVAL OF MINUTES

MOTION BY ALDERMAN GREGG TO APPROVE THE MINUTES OF THE JUNE 24, 2026 MEETING
MOTION CARRIED

GENERAL PROGRESS UPDATE

- Project Status Update
- Overview of Project

Chairman O'Brien

Next will be General Progress Update. We'll discuss the project status update, and overview of the project, and I'm going to turn to Director Tim Cummings, and we have Miss Gallo but she's not here.

Tim Cummings Administrative Services Director

That's correct. It's been a last-minute audible, Mr. Chairman where we have Joe Sullivan here in her stead who will be doing the presentation this evening.

And Mr. Chairman while I have your attention, would you like to click through the slides this evening or would you like us to do that because we're at the point in the agenda?

Chairman O'Brien

We can give you that.

Tim Cummings Administrative Services Director

All right. Thank you, Sir. Thank you.

Chairman O'Brien

Is Mr. Sullivan qualified for Miss Gallo's absence?

Joe Sullivan, Project Manager

Not nearly.

Chairman O'Brien

I say that only in jest, Mr. Sullivan.

Joe Sullivan, Project Manager

No problem whatsoever.

Chairman O'Brien

Okay. All right. Mr. Sullivan, I'll turn it over evidently to you. Unless you have an opening Segway?

Joe Sullivan, Project Manager

No. Thank you, Chairman O'Brien.

So Leftfield from Kayla Gallo has put together a wonderful presentation and agenda. So we're basically going to go over seven items throughout the agenda. It's the progress status update, review of the feasibility study, project timelines, approval of invoices. Tim will go over the rules of operation and library plan as discussed earlier, and then upcoming contracts that we anticipate having. Just so that we're not voting on those contracts tonight. I just want to make sure that everybody's well aware of what they can anticipate over the next couple of months and then questions.

So to give a project overall update - and I just wanted to - there's been a lot of work happening behind the scenes. DesignLAB is our architecture of record. Consigli Construction is the CM associated with this project. Leftfield as the Owner's Project Manager. We've had a number of different meetings. We meet weekly with the CM. We meet weekly with the library. We meet weekly with the city just to make sure that, you know, we're dotting our eyes and crossing out Ts through this process.

Nashua Library originally had done some extensive work associated with, you know, their program and some tentative designs, but we wanted to make sure DesignLAB had the opportunity along with Consigli to have some input to really thoroughly go through those programs and meet with the library just to make sure that what they had intended and what they had planned is still the intent moving forward as we did that. So that included, you know, looking at every aspect associated with each of the set plans and there were three or four that were originally provided, along with some implemented design recommendations or changes that they saw.

The other aspect of it is that we were also engaged to coordinate a courtyard project that's currently going on adjacent to with library renovation what's going to happen and that work included some internal underground civil coordination of work that would be included in that courtyard project, but would also affect the construction and work that would be associated with the library. So that's been ongoing regularly. We've been meeting regularly since our last meeting weekly, and we've

been doing presentations to the library, and the city. The review of the...

Chairman O'Brien

Mr. Sullivan if I may?

Joe Sullivan, Project Manager

Yup.

Chairman O'Brien

Are you open to while you're on the individual slide that you can open them up to if there is any questions?

Joe Sullivan, Project Manager

Sure.

Chairman O'Brien

That will fine or do you prefer them at the end?

Joe Sullivan, Project Manager

No. I would like to have because it's fresh in their minds and they're looking at the particular slides. I would love to have those questions and be able to provide commentary around it.

Alderman Johnson

Thank you. When you're talking about the courtyard project adjacent to the library.

Joe Sullivan, Project Manager

It's adjacent to the library.

Alderman Johnson

Right. That's that big center that's in between the library and whatever - I forgot the name of the street.

Alderman Gregg

Court Street. That street over there.

Alderman Johnson

Streeter - Yeah. That's where everybody's hanging out right now. That's the hangout. So how much more is that going to increase the cost of the renovation or is it already built in?

Joe Sullivan, Project Manager

It's a separate funding mechanism. I'm sorry. Is it okay?

Tim Cummings, Administrative Services Director

Yup if you know the answer.

Joe Sullivan, Project Manager

Well I do kind of.

So that's a separate funding mechanism. There's two funding sources associated with the courtyard outside of the library

project. There's no impact to the library project budget or costs other than the coordination aspect to make sure the infrastructure that we're putting in place and that's any of the utility and drainage don't affect one or the other.

The last thing I want to see is a project move forward one direction or the other that would have a cost impact on the overall project.

Alderman Johnson

May continue?

Chairman O'Brien

Follow up.

Alderman Johnson

Thank you. Okay, so each project is separate. Okay. So the library is going to cost us X amount of millions and this is going to cost us another set of millions, right?

Tim Cummings, Administrative Services Director

Is that a question? Yes. Yes. Yes. X amount and then Y amount. Yes.

Alderman Johnson

X and Y. Okay. Do we know how much Y is going to cost us at this point in time?

Tim Cummings, Administrative Services Director

Y being the plaza project?

Alderman Johnson

Yes.

Tim Cummings, Administrative Services Director

If I may, Mr. Chairman?

Chairman O'Brien

You may.

Tim Cummings, Administrative Services Director

Yup. So it's my understanding the project is around four-ish, \$4.5 million.

Alderman Johnson

May I continue, Mr. Chairman?

Chairman O'Brien

Follow up.

Alderman Johnson

Yes, please. I don't know. This \$4 to \$4.5 million keeps coming up. It was the same amount on Mulberry Street. I'd like to see the exact amount, see how it's broken out for the courtyard when it comes up because I'm having a little bit of a problem. I'll be honest. I'm having a little bit of problem with this whole project because I think before you could do this, you have to solve the problem that's hanging out there because there is and I agree Miss Scaer about with the people

visiting the library. I hear about this all the time. So are you done with the conversation?

Tim Cummings, Administrative Services Director

So if I may Mr. Chairman? So I just want, yeah, thank you. I just want to make sure we're all clear on what where we are with the plaza project if you will. The Courtyard Plaza project is a separate project not under the jurisdiction of this Joint Committee. This is a Joint Building Committee but because it is so closely aligned with the building committee, we want to make sure it's coordinated. That particular project has been going on for a number of years. I'm going to say four or five, maybe even longer than that.

Unidentified Female Speaker

It started before COVID.

Tim Cummings, Administrative Services Director

It started before COVID. The funding for that has been secured. That project is completely designed and we are understanding that that's at a place where it can move forward to construction for the most part. We are wanting to ensure that it ticks and ties correctly with this separate building project.

Now the \$4 - \$4.5 million is two funding sources. The city, you know, has a certain amount set aside to it and then there's a certain amount set aside to it, and I don't want to get into the numbers without having it in front of me but is congressionally directed spending. So it is - that project is currently being managed by the Community Development Department and as mentioned a few minutes ago, we are working in close coordination with them to ensure that both projects can be successfully executed.

Chairman O'Brien

All set, Alderman Johnson?

Alderman Johnson

Hm just one thing through to the Chair.

Chairman O'Brien

Okay. Follow up?

Alderman Johnson

Yes please, Mr. Chairman. I'm going to request that we get the information from Community Development as to the funding sources, exactly how much funds are there, and I want to get whatever plans I can because even if it was done prior to COVID, we're now six years - five to six years out of COVID. Nothing's been done. How long? I'd like to know how long that congressional money was earmarked for because we're hearing different stories every night about how long congressional money is earmarked for, and when you have to use it by, or show some type of plans. So I want to get all that information please. Thank you.

Chairman O'Brien

We will try to get you that information if it really exists because you got to understand, we're dealing with a couple entities. Correct me if I'm wrong, Director Cummings. The library is not the former Court Street Theater - or it is still the Court Street Theater. Two separate entities that share a common courtyard. So one doesn't own the other in a way.

Alderman Johnson

Mr. Chairman?

Chairman O'Brien

Yes, you may.

Alderman Johnson

I'm asking to you to get that information or when Miss Graham listens to the tape, she can hopefully just request that information.

Chairman O'Brien

I hope so because I have no clue who to ask because its...

Alderman Johnson

I could do it.

Chairman O'Brien

Oh, but I will look into having it provided to the Committee...

Alderman Johnson

Thank you very much.

Chairman O'Brien

Because we're talking historical documents at this particular point.

Tim Cummings, Administrative Services Director

If I may, Mr. Chairman?

Chairman O'Brien

Yes, you may.

Tim Cummings, Administrative Services Director

Thank you. I believe we could probably, you know, obtain - I don't have all of the information right now but I certainly could probably be able to obtain some of it, and we can package it up, and give it to you at your next meeting as a preview so you have a little bit of an understanding of that specific separate project.

Chairman O'Brien

That would be good if you could find them, and dust them off, and give them to us that would be good.

Tim Cummings, Administrative Services Director

Though it goes hand in glove with this project and this project, we're talking about essentially the four walls of the current library as we know it today. There was a feasibility study done, you know, more recently and the Library Board of Trustees - and I'm telling you what you all know - came to the conclusion that they really wanted to move forward with what they refer to as "the addition". I sometimes call it "option two".

What's up on the screen here is a rough understanding of the program and the order of magnitude of the budget that we will be working towards. All of our work to date is predicated or based off of this work that has been done. As a reminder, the library spent a lot of time understanding the situation. Not only did they do this feasibility study, they also did a facility assessment as well and in between that good work, we were able to arrive at, based off of some community consensus, this addition option.

This addition option is an approximately \$45 million project. It is roughly 60,000 square feet spread out over, you know, two to three floors, and basically is somewhat of a demolition of a portion of the current library, and then a rebuilding of the library in a little bit larger of a building envelope area. I wanted that all to kind of be on the record so folks had an orientation, especially for the viewing public at home. I know that you all know this information already because you've heard it previously but I felt it imperative to make sure that we set the table by having that clear understanding because

everything that we're going to do, subject to your approval, moving forward is going to be predicated off of off this work. I apologize Mr. Sullivan.

Joe Sullivan, Project Manager

No and I think that was great clarity, Director Cummings.

And the other point that I wanted to make is that during the schematic design, there were two options that were provided by the designer and it was narrowed down, as Director Cummings had indicated, to option two. That is the focus of the design as we move into schematic design. And that being said, you know, on the screen you'll see the cost breakdown at how it came out to the \$44 million dollars.

As your Owner's Project Manager, we are actually putting together a comprehensive budget based on the construction costs and the soft costs associated with that. As this design evolves and the budget evolves, we will provide that for documentation and review to this Committee not only for solidification of the information but for knowledge of all of the activities that will be happening as we move forward. So the message I'm trying to send is that we are going to be very transparent about this process and the costs associated with how we're coming out with this design.

Chairman O'Brien

Very good. Thank you. Okay.

Trustee Ernest Jette

So I think you invited questions as we go through each slide. So this is kind of a mundane thing and just a housekeeping thing. But I don't know about anybody else but I can't read the text on that screen. You provided a written copy. I think it's 6 point type.

Joe Sullivan, Project Manager

We will make sure it's much larger for you moving forward.

Trustee Ernest Jette

So, you know, it's just I know you put a lot of work into preparing this and I just - just reminding you that if you're going to make a presentation like this, I mean you know this. I'm not telling you anything you don't know, but I would personally appreciate it and I know that the viewing public would appreciate it being large enough that we can see it. We can read it.

Joe Sullivan, Project Manager

I appreciate the commentary. What we will do is we'll provide the presentation through an email so you'll have it available to you know regurgitate at your leisure.

Trustee Ernest Jette

Okay. Well on that point, there was an email as part of the agenda. This presentation was included but it's also unreadable. When I tried to blow it up, it became blurred.

Joe Sullivan, Project Manager

Okay. We'll take note of it and we'll make whatever provision is necessary to make sure it's legible.

Trustee Ernest Jette

Okay, thank you.

Chairman O'Brien

Question of the Chair to Miss McCormack. Does the library own any magnifying glasses, binoculars, or microscopes that we can bring?

Jennifer McCormack, Library Director

Thank you for the question. Yes, we do.

Chairman O'Brien

I say that in jest, again.

Alderman Johnson

Thank you. I guess we have some senior eyes here that we really need to be like at a dentist office where they have that magnifying glass.

May I just make another suggestion because I did get this. I get the hard copy because I can't read the computer all the time. If you're going to have the dark, you really need to have more white or something lighter in there so it pops out what you're saying because if you see, if you really look at the picture, you can't see what room it is or anything.

Joe Sullivan, Project Manager

So we'll refine the presentation so, you know, it'll be a little easier to follow. I hear exactly what you're saying and we'll just make it more presentable so that, you know, if you have questions associated with it, you'll be able to pull them out easily and it'll be legible. Point taken. Thank you.

Chairman O'Brien

Can we go to slide two, guys?

Joe Sullivan, Project Manager

So through the process that I described earlier with DesignLAB, Leftfield, and Consigli, we reviewed the feasibility study work, and what that included is a program summary. That I can tell you, Jennifer has spent hours, years going through this program to ensure that they're including and encapsulating all of the programs that are currently in place as well as the projection as what she can envision over the next 50 years. DesignLAB has heard and identified them, identified space needs associated with it, identified sizes of spaces associated with it, and then proximity and, you know, ideal entry points for the library, as well as you know visual points. Because you have a beautiful river that this runs along and they're making sure that the design is going to capture that as well.

So there's been a lot of work associated with, you know, the feasibility work. They're still currently working them. They'll be having some work plans and work sessions with personnel from the library just to ensure they're hearing what they're requesting and they're providing the documentation associated with it. So this is just another article that you're not going to be able to read because of the print but it just shows the amount of volume and documentation associated with providing a proper program for the library.

Tim Cummings, Administrative Services Director

And it should be noted that all this information is in the feasibility study, which is on the library website, and you can certainly go to that document as well if you want to read it there. This was just to give people an orientation or frame of reference.

Joe Sullivan, Project Manager

Thank you, Director Cummings. Any questions associated with the feasibility program work? Okay.

So we wanted to also discuss with the group the tasks that were completed and the project status update. So Leftfield held a kickoff meeting. The city, Leftfield, DesignLAB, and Consigli. We met with (inaudible) reviewed the city's sustainable and energy goals. On-site meetings with Nashua CTV. Weekly meetings with the entire team - and that's all three entities we meet with, as well as correlated group together. GSI marked the locations for the Boings and test pits that are anticipated to occur to find out gradation and soil conditions. Coordination between the library project team and the coordination of the courtyard project team, and I can't emphasize how important that was because not only Consigli Construction, we had the opportunity to review those documents along with the feasibility of the library, but they identified some potential, you know, cost implications that we were able to capture early and make some, you know, changes to the

design and refer it to the courtyard to ensure that we're not costing the city any further dollars or spend money in a negative way.

So the other part of it is narrowing down the project objectives and goals. I mean if you can imagine, my goals change every year. We just wanted to make sure we captured the library's goals and project needs as we move forward as well. Refining the schedule milestones and a reminder of the, you know, of what we've done through the schematic design. Questions on that at all so far?

So DesignLAB developed program analysis as I discussed, program planning options, and preliminary site design options for upcoming workshops. They've also indicated and scheduled some of these workshops along with the library staff and Director.

Completed a peer institutional precedent research and similar project of libraries just to show similarities of what the library could be versus some of the other designs that might have been out there. Begun creative physical models of the massing and site planning options for upcoming workshops. You know, they looked at every aspect of the building and every elevation to see you know what the city could benefit from having this new library and, you know, it's not only the interior of the building and what that will offer, but it offers such a wonderful location and proximity that the public should be able to enjoy the outside as a wonderful new facility.

Conducted a 3D scan of the building - and that just means that they look through every structural. Integrity of the building to see what it was the capacity and capability of structurally what we could do internally to the building. They also conducted a site survey just to indicate, you know, perimeter of work and sightlines on that. Consigli reviewed the courtyard documents as I discussed earlier, prepared a thorough analysis of how it will affect the project, and what you prepare to navigate through the schematic design. They provided this documentation and met with DesignLAB just to ensure that they were aware of some of the concerns and that we captured it within the design as we move forward.

We began review of the feasibility study estimate and you got to remember, there was an estimate. That's how the numbers, you know, were originally done to ensure that we captured any and all costs associated with the construction and soft costs because, you know, once we set a budget, we live and die by that budget. We're going to ensure that we stick within that budget. And then we also began the risks associated with schematic design if any were identified as we move forward. Questions on that at all?

So the project timeline and look ahead. We provided a detailed schedule. Hopefully, this is a little more legible for you. The design workshops, as you can see, carry from, you know, through July right through the third week in September. These will be happening, you know, twice a week, once a week, depending on staff's needs and DesignLAB's criteria. We'll be doing cost estimates tail end of September, early October, just as a check and balance to ensure that we're staying within budget. Then, you know, we're anticipating, you know, a Trustee meeting or attendance of a Trustee meeting the first week in September just to provide the results from that schematic design package anticipates to be completed mid-October. third week or so, and then the Joint Building Committee around that same timeline to be able to provide those results. Any questions?

Tim Cummings, Administrative Services Director

And if I could just something I want to note. Not on this schedule here, again, Tim Cummings, Director of Administrative Services. Something for you just to file away in the back of your mind. There's only a bona fide source of funds to fund this project through a certain element of design. So to be able to continue with this project, a bond authorization is going to be necessary in the fall to keep moving this project along through design, and then, you know, construction, and so on and so forth, and so I definitely want to make sure I noted that because if it is the pleasure of the body to continue moving this project forward, we will need that additional funds in which we can certainly have that conversation at the aldermanic level over the coming weeks. I anticipate asking for bond authorization for the rest of the design work in the September meeting time frame to try to keep onto the onto the schedule. So I wanted to make sure folks knew what was on the horizon there as well.

Joe Sullivan, Project Manager

Per Director Cummings' request, we initiated, you know, a request of a documentation from all entities to show what the cost implications were through each phase. That way we were able to not only track the cost of the library to make sure that we're staying within those parameters, but we also have control over, you know, the steps and approval processes before they move forward to the next level.

Chairman O'Brien

Oh yes, Alderman Johnson.

Alderman Johnson

Thank you very much. Through the Chair, please. First to Director Cummings. Do you have any estimates right now how much the bond will be for the rest of the design?

Tim Cummings, Administrative Services Director

Thank you. Tim Cummings, Director of Administrative Services. I won't say \$4 million.

Alderman Johnson

Good,.

Tim Cummings, Administrative Services Director

But I do believe it will be a couple million. I don't have that number off the top of my head, but I would say it's a couple million dollars give or take. We will sharpen our pencil over the next couple weeks to understand what that number is and we will file the bond authorization for design, you know, in the fall season, and then you should anticipate a construction budget, a bond sometime a year from now or thereabouts to keep this project on schedule to go under construction.

Joe Sullivan, Project Manager

And to add Alderman Johnson, we will be providing a detailed breakdown of what those cost implications would be to total that. As you requested earlier, we're going to ensure that you have a clear understanding of what the total will be.

Alderman Johnson

And one more question through the Chair.

Chairman O'Brien

Follow up.

Alderman Johnson

Follow up to Director Cummings. What I would like to know as you're bonding this project, because it's gonna - after you take the initial bond, are you gonna ask for a bond for the remainder of the project or is it gonna come into increments? Because either way, I want to see what this bond effect is going to be on the taxes. Because I remember you saying that we couldn't bond more than \$25 million a year back when McCarthy Middle School opened and I sat at a lot of meetings, and if my memory serves me right, it's going into long term. It's not short term. I remember it was about \$25 million a year the city could afford to bond. Thank you,

Tim Cummings, Administrative Services Director

I just want to clarify that nuanced distinction there. It's not authorizing of a bond but it's selling of debt, which to be clear, is different. And so I would recommend that, and per the policy of the city, is we should really try to sell only about \$25 million dollars' worth of debt year over year to ensure that we're keeping a tax rate in around what we're expecting, and that is of the goal, and that is what we're trying to do here yes.

Alderman Johnson

Just one more.

Chairman O'Brien

Follow up.

Alderman Johnson

And when you when you give the information - you're right. It's selling of the debt but you're authorizing a bond to (inaudible) debt. But in that information, I'd like you to put because what the city can afford because I keep asking these questions. What can the taxpayers afford on taxes? Because I'm getting a lot of heat over 8% coming up on the tax rate. If we don't use any money, I'll put it that way to make it easy for everybody understand, if we don't use anything to put down on that tax rate, you know. So when you say what the city can afford, it's really what can the taxpayers afford. So let's clear that up right now because it's not the city. It's the taxpayers that have to pay for this through their taxes. When the taxes now are going up - because I asked the Mayor. He said the average tax bill is about \$8,000 and he said that's about \$650 more, and that comes in around Christmas time. So you know what he said to him? Merry Christmas, Mayor because you have to think what can we the taxpayers afford when you're going to do projects like this. Thank you.

Chairman O'Brien

All right. Anybody else?

Joe Sullivan, Project Manager

Next slide is the approval of invoices. So we have two invoices that would like to discuss, and I can provide the documentation, and answer any questions that might be out there. First one is DesignLAB Architects. They're looking for 15% of their schematic design, which is about \$60,000 based on that 15% along with the 3D scan and the sight lines of the survey that was completed for \$8,100 for a total of \$68,100 for the scope of work that was completed over the last six to eight weeks..

Chairman O'Brien

Okay. On this particular slide, on our syllabus of the meeting, they're backwards. So just be aware of that. If you look - what will help you with that if you look at the dollar amount to \$68,100 is the second one that you'll be voting on and the one after that of \$64,349.00 will be the second one you'll be voting.

Joe Sullivan, Project Manager

So I just put up the second one, which is Leftfield OPM for the scope of work and services provided through that same period of time. We're billing \$64,349 from our \$103,048 contract fee.

Tim Cummings, Administrative Services Director

So Mr. Chairman when we get to that point in the agenda, we'll be seeking approval of these invoices when we're there. We just wanted to tease this out so folks were aware of it.

Chairman O'Brien

Actually, it's coming up right at the end of the presentation. So it's a nice segway into it.

Joe Sullivan, Project Manager

And so upcoming contracts, obviously, you know, they'll be as Director Cummings had indicated, and this is you know in the fall at some point, Leftfield Project Management and design development through bidding is \$628,144 based on the fee proposals that Director Cummings had asked us to make sure that we solidified through each of these processes.

Architectural Service Design Lab through bidding is \$2 million. I'm sorry. The first one is Leftfield Project Management for design development through bidding for \$628,144 and then DesignLAB was design development through bidding, which would be \$2,052,010.

Contractor services, which is the CM design development through bidding is \$28,707. So those were the anticipated fall discussions that we'll have that Director Cummings had indicated that, you know, what he anticipated but we'll have to finalize and tweak these numbers before it's presented to the Committee.

Chairman O'Brien

Okay.

Joe Sullivan, Project Manager

Upcoming meetings to be determined based on, you know, our next step and I'm looking forward to any questions you might have.

Chairman O'Brien

Any questions from the Committee, our Joint Committee? Okay, seeing none. Oh yes, thank you, Ms. Laflamme.

Trustee Linda Laflamme

Yes. The design phase meetings. My understanding when we went through the feasibility study was that the interior planning of where the children's room was going to be, all of that, that was still somewhat in flux. Am I correct that that's what you're getting way more input than you ever imagined on in all of these meetings?

Joe Sullivan, Project Manager

Yeah.

Trustee Linda Laflamme

Okay.

Joe Sullivan, Project Manager

That couldn't be a better question. So when we talk about program, we talk about overall content within the facility. The finer details associated within the internal will be part of the workshops and discussion of finishes as we move forward. So that'll be between the staff and, you know, we'll go through the presentations with the Trustees just so that everybody's well aware with how we're going on that.

Trustee Linda Laflamme

Because during the initial discussion...

Joe Sullivan, Project Manager

That's premature.

Trustee Linda Laflamme

There was concerns about some things like strollers, and elevators, and if all of that is getting refined, that's...

Joe Sullivan, Project Manager

That's the bottom line. That's the reason why you re-evaluate their original scope to make sure you capturing that.

Trustee Linda Laflamme

Good. Thank you.

Chairman O'Brien

Okay. Any other questions? The Chair does have one. If we could waddle back to the courtyard. You don't have to do it on the slide, but there have been complaints and Alderman Johnson brought it up. It is discouraging to see certain segment of population not using what the courtyard was originally intended for. The work that will be done, the finished project will be like maybe well-lit and.

Joe Sullivan, Project Manager

So I'd like to talk a little bit. Yeah.

Chairman O'Brien

Encourage daytime. Not so much, you know, not like where I grew up down the park. You know what I mean. So could you explain that, please, so it's a step in the right direction.

Joe Sullivan, Project Manager

Thank you, Chairman O'Brien. I'd like to, you know, comment because, you know, it's a concern everywhere. I wish it was just the City of Nashua but libraries, you know, tend to draw certain clientele at times just for - because it's convenient. It's open to the public. What this library will have as well as a courtyard is well-lit areas. We're going to have access control and cameras associated within this area. We're coordinating with the local city officials, including you know, the police and fire just to incorporate what these designs will entail and what the intent of the library will be. You know, building operations, it's one of the more challenging thing and I give, you know, Jennifer all the credit in the world to deal with, you know, not only the operations aspect of it, but I think DesignLAB is hearing some of the concerns that, you know, the City of Nashua has with this. Trying the coordinate it, you know, strategic entry points to the building as well as security and access control to prevent some of the issues that the city has incurred in the past.

As far as being well lit, it will be well lit. It'll be downlit. Obviously downlighting, you know, because of the requirements for that. I think the areas that, you know, promote it, you know, gatherings are going to be more open. So it'll be more visible than not as we move forward.

Chairman O'Brien

So a police patrol could very easily...

Joe Sullivan, Project Manager

We are going to have conversations with local authorities just to discuss what the design intent of this facility will be and talk about, you know, possible operations of, you know, having patrols occasionally go through that. But that's a city operation and we'll have to have those conversations as the design unfolds.

Chairman O'Brien

Yeah because on a hot summer's night, I would like to get out of the hot apartment to have a place where mothers can go with their kids and, you know, try to get some fresh air. Who had their hand up?

Jennifer McCormack, Library Director

Yes, thank you. Jennifer McCormack, Director at the library. I just wanted to add a little bit of context. There is a page on the library's website devoted solely to the plaza renovation. It's been in design and redesign since 2019. So some of the elements that will be included is a nice performance area, a play area for kids, an accessible path between our building and the 14 Court Street building without having to go out onto the sidewalk, new plantings, better drainage, some permanent chess tables. But you can see the current plans and a breakdown of the budget on our website. The plans will need to be adjusted since we're not sure exactly where the front door of the building will be but there's a lot there to review and might help answer some questions.

Joe Sullivan, Project Manager

And to her point, it's going to be a very inviting atmosphere to the public in general.

Trustee Scott Jaquith

Thank you. I also just want to encourage the city, the Board of Aldermen that future operating budgets of the library would support kind of the needs of the renovation project. So for example if we went with two entrances, would we have staffing to support those two entrances? So just keeping in mind in the future that our operating budget kind of supports the project in the future.

Chairman O'Brien

Okay. Any other questions? Yes.

Trustee Linda Laflamme

If I may just to extend what Director McCormack said. Excuse me, Linda Laflamme. I'm chair of the Trustees. It is very frustrating to us that that new plaza isn't out there already for you. However, the reason that the new plaza isn't out there already for you is we realized renovating the plaza and then bringing in the trucks to renovate the building was potentially going to trash the plaza in a different way. So we have purposefully put that on hold in an effort to save the city from re-spending funds to re-renovate the renovated plaza if you will and that's one reason why we're very excited that the library building addition and renovation is now getting underway because we can finally do the project we want to do, and the project that we've wanted to do for quite some time.

Chairman O'Brien

Okay. Are we good?

Tim Cummings, Administrative Services Director

Yeah, I believe we have all the questions. We are ready to move on to the next agenda.

Chairman O'Brien

We have all the questions, correct. because we got some bills of pay. Okay. So next on the agenda is approval of invoices.

APPROVAL OF INVOICES

MOTION BY ALDERMAN GREGG TO APPROVE LEFTFIELD INVOICE #196342 FOR SERVICES THROUGH JUNE 30, 2026 IN THE AMOUNT OF \$64,349.00

ON THE QUESTION

Trustee Ernest Jette

Thank you. So I don't know - I hope this isn't inappropriate but...

Chairman O'Brien

Nah, nothing's inappropriate.

Alderman Johnson

Well.

Chairman O'Brien

Well, okay.

Trustee Ernest Jette

So is anybody - so we see a number here. And is anybody reviewing this? I mean are there - I mean do you have evidence that you've done this work, and is anyone looking over your shoulder? I mean.

Tim Cummings, Administrative Services Director

If I may Mr. Chair. Excellent question. Tim Cummings, Director of Administrative Services. So I will say I would be the one to ensure that there's a comfort level and make the recommendation that we approve the Owner's Project Manager's invoice, and it's based off of time and expense, and they certainly work hard for their money, and it's a lot of coordination. It's not a lot of direct output in terms of buying things but it's the time that they're spending on the project.

When it comes to the architect or the construction, that's going to be the Owner's Project Manager and it's certainly going to come through this Joint Committee with the city's recommendation. It would have both Director McCormack and myself Director Cummings' recommendation. But that would only come after the OPM signs off on - depending on the various invoice or requisition, whatever it may be. So I wanted to provide that context to you all so you have that background moving forward as we build out this process. It's a great question.

Trustee Ernest Jette

Okay. Thank you.

Chairman O'Brien

All right. Without follow up. Any other questions? Seeing none. I'll call for the vote.

MOTION CARRIED (Alderman Johnson in opposition)

MOTION BY ALDERMAN GREGG TO APPROVE DESIGNLAB INVOICE #26.03-726 FOR SERVICES THROUGH JULY 15, 2026 IN THE AMOUNT OF \$68,100.00

ON THE QUESTION

Trustee Ernest Jette

So similarly, you know, I see that they've done 15% of the schematic design, but I haven't seen any schematic design. Is there a schematic design? Have you seen something?

Joe Sullivan, Project Manager

There is and part of the presentation we showed you some of the layouts of that design on the presentation that we showed earlier. Now what will happen is based on the list of deliverables during that process under schematic design, there may be, you know, 10 or 15 items that they need to provide, and document, and go through meetings. That's how the analysis is done to determine whether the 15, 10 percent, 20 percent, 30 percent. So we evaluated that level of effort along with any of the subconsultants, the soil conditions, the survey that was included overall to make sure that was all completed up to that percentage before we issue it. Now normally, and I can tell you categorically with most architects, they probably have done 25 percent and we're paying them 15 until you know, obviously, a hard set of documents are provided, and the level of effort is shown through those deliverables.

Prior to this meeting, we went through what they've done to date and I can tell you, they're around 28 percent actually complete and they're only billing for 15 percent.

Trustee Ernest Jette

Okay.

Chairman O'Brien

Follow up?

Trustee Ernest Jette

So you mentioned somewhere along the line, you mentioned soil...

Joe Sullivan, Project Manager

conditions. Yep.

Trustee Ernest Jette

inspection or whatever. Has that been done?

Joe Sullivan, Project Manager

Yes. So what they've done, they have - I should correct myself. The borings and test pit locations have been marked out and set. We're in the process of doing the borings and actually creating what the water levels are so that we know where the footings are going to be with the gradation of soil in case we have to do cuts and importing. So we've contracted that work. It hasn't been completed as of yet.

Trustee Ernest Jette

Okay.

Chairman O'Brien

The former fire station in the in front of that courtyard, I'd be really interested to look forensically what's underneath that court.

Joe Sullivan, Project Manager

We'll find out pretty quickly.

Chairman O'Brien

I think you got to have a horse in there - Ash or Cinder had a quality city burial.

Joe Sullivan Project Manager

I'm hopeful not Chairman.

Chairman O'Brien

Yeah, I hear ya. That's a lot of bones. Big bones. Okay. Any other discussion? Time for the vote.

MOTION CARRIED (Alderman Johnson in opposition)

APPROVAL OF CONTRACT/PROPOSALS/AMENDMENTS/MEMOS

- Approval & Acceptance of the Rules of Operation
- Approval & Acceptance of the Library Building Project Plan

Tim Cummings, Administrative Services Director

Yes, thank you, Mr. Chairman. So again, Tim Cummings, Director of Administrative Services.

So I want to start this conversation right now by inviting you all to take the time and I want to make sure we're providing you all with the space to have the conversation that you need to have to ensure that we're heading in in the right direction. It was pointed out to me at the last meeting that maybe the last meeting that I helped facilitate was a little too robotic and you know, that was a fair observation and so what I wanted to make sure I did more deliberately this time is to encourage participation. I'll note that I already saw some of that this evening with some commentary just a few moments ago. That was great and I want to continue that and now is the time for you really to have the conversation to ensure that the Library Trustees and the Board of Aldermen through the Infrastructure Committee are aligned on this project because we need to build consensus here, and I need to see that consensus before I give comfort in cutting loose the design professionals to work on a project. The last thing I want to do is give some sort of direction that turns out to be incorrect, inadequate, and ultimately causes the city to spend unnecessary money.

And so what I've done to date is I created a project plan. This project plan has been a document that we've used in all our other building projects and it sets out in broad terms the program, the design guidance, the timeline, the project budget, and you should look at this plan as a living document. It certainly can change but what we really want to do is to make sure that we have the fundamental tenets of this capital project well understood. So we can, you know, make sure we're all jumping off from the same place.

Then separate and apart from that, I wanted to take a moment and just make sure we're all in agreement on how the operations of this Joint Committee are going to run. And so following normal process, I took what we did with the 9 Riverside police training or the DPW Administrative Office Building. I took how we've operated previously and I've wrote it up in a way to be conformative to this Joint Committee process. So you have an agenda item where I'm seeking approval of operations to make sure that we're in good stead from an operating procedure process, and I'll go through in detail in a moment, and then a separate approval for a library plan.

So Mr. Chairman if I could, I'd like to take a moment and I'd like to go through my communication because I don't expect

anyone to have read through it. I understand it was a lot of information that I put before you and I'm not going to read it verbatim, but I'm going to just kind of go through it and note the highlights just to ensure that we're all in good working order here. And so if I may, Mr. Chairman, I'm going to ask the body to turn their attention to the operations and the organizational and process communication that was in your packet.

Chairman O'Brien

Without objection.

Tim Cummings, Administrative Services Director

Thank you, Mr. Chairman. And first order of business, just want to make sure we all understand that we're talking about setting of a time and meeting. This is, believe it or not, one of the more sensitive issues that that comes up. So what we've done in the past is somewhere between 5:30 and 6:00 p.m. here in the Aldermanic Chamber. One of the reasons why we do that is because this can be televised and it makes it easier to go out to the general public.

In addition to that, Mr. Chairman, we have more often than not done these meetings on Wednesday nights and certainly we could do it on a different evening but we typically try to do it before aldermanic meetings and those subcommittee meetings typically tend to be at 7 p.m. We try to keep these meetings to about an hour but certainly if we understand that these meetings need to run more than that because there's a sensitive topic, we can we can certainly adjust accordingly.

Notice of meetings. All these meetings should be publicly noticed and they're subject to RSA 91-A. This work is done through the city's Legislative Manager's office as the Legislative Manager controls really the use of the aldermanic chamber and so therefore, she coordinates more often than not the noticing of these meetings. Agendas and how the agenda is set, that is typically done through the Administrative Services office and I work very closely with the Legislative Manager on this effort. What typically happens is the OPM puts the agenda together in advance of the meeting, and then it's reviewed by both Director McCormack and myself, finalized, and then pushed on to the Legislative Manager for publication. So agendas and packets are typically set that way. We make every effort to try to get the packets done by the Friday before a meeting. There will be occasions that the packet won't get finalized until right before the meeting and then we post it. We certainly will let you know that. We will email them out separately so you're aware of that, but you know, we make every effort to try to get the invoices, in particular, in. We cannot pay invoices unless it's approved by this body. Believe it or not, it is very difficult to try to get our consultants and subcontractors to submit their invoices timely and sometimes we don't want them to wait a month unnecessarily. So sometimes during construction season, in particular, there may be times when these packets come to you with the invoices, you know, before the meeting but maybe not at the Friday deadline that we do strive for. So I wanted to kind of tease that out, make sure you were all well aware of that. Chairman O'Brien made a face just a second ago because there's an exception to that and I'll get to that a little bit. I will get to that in just a second, Mr. Chairman because I do want to call that particular issue out.

Presentations. So typically, presentations are done and we are working on these presentations right up until the last minute of these meetings. So they're not typically part of the packet but what we can do is we can make a hard copy of them, and we can have them for you for handout, and then we attach these presentations to the minutes, and we certainly file them with the Legislative Affairs office, and they're posted accordingly. I'll take note of the comment to make sure that the presentations are done in a legible way but we do typically develop these presentations very much last minute, and I want to make sure everyone understood that because we're trying to make these as timely and accurate as possible.

Minutes. I want to make sure everyone understands the minutes should not be expected to be kept verbatim. We do the best we can to have verbatim minutes when we can, but I don't want that to be necessarily an expectation. We will follow what it is to be compliant with RSA 91-A but we certainly - I certainly don't want to set the expectation that we'll have verbatim minutes.

Staffing of this Joint Committee is typically done by myself and then whomever is the director or chief that is directly in charge of the asset. And so when it is a DPW project, it is myself and then Lisa Fauteux. When it is a fire project, in this case it's myself and it was delegated to Adam Pouliot. In the 9 Riverside building project, it was myself and Captain Jennifer Moriarty. In this instance, I'm suggesting it's myself and Jennifer McCormack, Director of the Library. As I noted a moment ago, we strive to have all of our meetings televised more so, so the general public can understand what's going on with the with the capital projects. And so I just went over a lot right there. I wanted to pause and ask if there's any specific questions on that because then I am going to note how we handle certain approvals relative to invoices and contracts.

Chairman O'Brien

Any questions?

Alderman Johnson

Thank you, Mr. Chairman. Through the Chair to Mr. Cummings, Director Cummings - and I hope that the Committee will understand. I can't not make a 5:30 meeting because of my time getting out of work. So the earliest is 6 o'clock. So I hope there wouldn't be a problem with that.

Tim Cummings, Administrative Services Director

Mr. Chairman if I may?

Chairman O'Brien

Yes you may.

Tim Cummings, Administrative Services Director

That is the whole reason why we're having this conversation is so we can note that and make sure we're working towards a 6 p.m. start time and not a 5:30 if that is the pleasure of the body. I want to make sure that we're - that's the reason why I wanted to have this conversation.

Chairman O'Brien

Yes.

Unidentified Male Speaker

I will second that as well. Plus, I really would struggle to get here for 5:30 so if we can do six.

Chairman O'Brien

All right. Six o'clock everybody. All right. Six o'clock, Director Cummings.

Tim Cummings, Administrative Services Director

Thank you.

Alderman Johnson\

May I do a follow-up please?

Chairman O'Brien

Follow up.

Alderman Johnson

To Director Cummings - and I think you might have been a little bit concerned on this. The packet might not be ready until right before the meeting. Unfortunately if that happens and I'm at work, there's no way I'm going to be able to see what's on the agenda and to be able to review it prior to coming in here and I think that gives me and anybody else a disadvantage to see what's on the agenda. Plus, I'm the one usually that asks for the hard copy because, again, I have a little bit of problem. I guess the senior eyes with the monitors.

Chairman O'Brien

Right. Do you have email on your phone?

Chairman O'Brien

I do but I can't read it on even if I blow it up because the phone's not big enough. I need an iPad to be able to...

Chairman O'Brien

I turn it sideways. It kind of helps setting up the...

Alderman Johnson

I do but then you got to shrink it so you can read it. So it's just a little bit of (inaudible)...

Chairman O'Brien

That would be (inaudible) because when you get here, a hard copy can be provided to you. You know and these are - I think Director Cummings we're only talking rare circumstances where this doesn't...

Tim Cummings, Administrative Services Director

That's right. That's right. So I want to make...

Chairman O'Brien

You know so it's not, hopefully, not going to be the norm.

Alderman Johnson

Well I just wanted to bring that up.

Chairman O'Brien

Yeah.

Tim Cummings, Administrative Services Director

So if I may Mr. Chair?

Chairman O'Brien

Yes, you may.

Tim Cummings, Administrative Services Director

We're certainly - I'm wanting to flag an exception, not the norm. I want to be clear. We're talking about the packet - the meeting packet that would contain the invoices. We will do all that we can to have it by the Friday before the meeting so it can be posted. I would say there's rare occasions but it does happen where we get - and what we could do as an alternative is we could post what we have and then maybe whatever we don't, we could do a follow up for the one or two stragglers that come in, and we can - and that and that might be another way to handle it as an alternative. And so I just wanted to kind of tease that out and that is something I want to make everyone aware of.

Separate and apart from that when we're talking about presentations, the presentations we will have in hard copy and those presentations are typically put together last minute. I'll give you an example. This presentation right here really didn't get finalized until 5:30 p.m. tonight, and that is more often than not what happens, and I just wanted to be fair to you all so you kind of had that expectation, and you knew that that's how this typically happens. For no fault other than we are constrained on our resources and we do the best that we - the best that we can.

If I may, Mr. Chairman, I got a couple other things I need to go over.

Chairman O'Brien

Yes, you may.

Tim Cummings, Administrative Services Director

Okay, thank you. So relative to the payment of requisitions and invoices as I noted earlier, all invoices are paid through

this Committee. All contracts are approved by this Committee. There is past practice where the Chair has authority to approve up to \$50,000 of changes, or amendments, or invoices but there's typically a time-sensitive nature to it. It's a "an emergency" and there's an obligation to make a report back to this body as to what might have been approved through the Chair up to \$50,000 and as the Director of Administrative Services by ordinance, I have the ability to approve up to \$10,000. So I wanted to denote that, make sure that folks are aware of that. Happy to answer any questions on that front but I did want to kind of lay that out there as our typical normal process. We make every effort to put all changes before this body before an approval occurs. This really comes up more during construction when there might be a more time-sensitive issue that arises. That's the nature of construction and a change order will be put in front of the Chair and the Chair cannot exceed that \$50,000 threshold. But nonetheless, there may be something that is time-sensitive where we need to get that authorization before a month...

Chairman O'Brien

To get us out of the emergency.

Tim Cummings, Administrative Services Director

To get us out of the emergency before the next monthly meeting because we try to keep these meetings to once a month only.

Joe Sullivan, Project Manager

If I may Director Cummings and just to clarify, those situations are typically critical path schedule driven. So to ensure that we stay on schedule and don't drive the project outside those timelines to look for general conditions, there'll be times that a change order will be reviewed by the Owner's Project Manager and recommended to Director Cummings and Chairman O'Brien. The sequence and narrative are associated with why we need to pre-approve that prior to the Committee meeting. It's not a norm. It's typically a situation that occurs that is critical past schedule driven.

Chairman O'Brien

Thank you and just my part with it too. Like you say, it has been done. It mirrors and. Alderman Johnson perhaps you may remember this. It mirrors exactly on the building of schools. We don't - my Committee, we do not build schools. That's under the prerogative of the School Department. But basically, it does meet legal muster because the Chair has the same authority as the School Chair for these type of projects. So it's been well vetted. We've had very - we very rarely use it but it has been done in the cold trailer on the job site in February with the Public Works building. It's a rare occurrence but it does happen. Usually, Murphy's law is on scene and what can go wrong did. So, yeah.

Tim Cummings, Administrative Services Director

Mr. Chair, I see a question.

Trustee Ernest Jetty

Thank you. So there are a couple of things that you went through there and I'll just take them as I remember them. So, you know, the last one. I guess the number \$50,000 sounds like a big number to me but, you know, I'll defer to the experience of our professionals. Is that really an appropriate amount?

Joe Sullivan, Project Manager

So on a \$44 million, \$50,000 isn't a lot of money. So just to put it in perspective, it's a lot of money to the norm but under a project sequence in critical path, a \$50,000 approval could save you \$150,000 by that gesture. So in it - believe me, I don't like change orders. I, in fact, the city's money is my money and I hate spending money to be honest with you through this. So we vet it totally. Just because a change order is presented doesn't necessarily mean it's going to get approved. We typically have change order Committee meetings. We go over, you know, what the change of conditions that existed to create a cost implication and then we vet it associated with our internal cost estimating to make sure the value was adequate and the only time we would do that is if its critical schedule related that would impact the overall schedule and have a significant impact and cost of the project. So we would vet it ahead of time, as I indicated, and give a recommendation. For the most part, most of the change orders will be presented, vetted, and brought to the Committee for discussion before they get approved. This is on a special occasion that is critical path driven. That's all.

Trustee Ernest Jette

Okay. And if I could?

Chairman O'Brien

Follow up.

Trustee Ernest Jette

Yeah so and my other question was about when you talked about, you know, getting stuff to us the Friday before and, you know, and you saying that you know you do your best to do that but like tonight, you said you were putting the final touches on it at 5:30 tonight. So I, you know, I spent a long time as a lawyer, and there are court rules, and there are some judges, you know, if you don't submit, you know, if something's supposed to be submitted on a certain day and you miss that deadline, you're done. You don't submit it. You can't. You won't get it done. There are other judges who are more lenient and I found that those judges that had a hard line, people submitted their stuff on time. The judges who were who were more lenient, they didn't get it on time. They would get it later and so I'm wondering, you know, why can't we just tell our contractors, you know, you got to submit your bill by a certain time or you're not going to get paid that month? Why would we say, okay, well, you know, if it comes later, we'll, you know, we'll let you slide by?

Tim Cummings, Administrative Services Director

Sure. If I may, Mr. Chairman?

Chairman O'Brien

Director Cummings.

Tim Cummings, Administrative Services Director

Yeah, thank you. We do, do that. We do, do that exactly what you describe and I work really hard to hold the design professionals, the contractors, the subcontractors, the construction management team all to that standard. I have found inevitably though, there are issues that arise and there's a process that is also in place that I don't want to short circuit as well because just be getting the invoice before you to actually officially approve it does not mean that has been properly vetted, and I want to make sure that it has been signed off on, depending on the situation, by the architect. I want to make sure it's been signed off on by the construction manager, if appropriate. I want to make sure it has the OPM sign off as well. So it takes a little time to go through that process before I'm going to feel comfortable recommending it for approval to you ultimately, and I want to ensure that that that occurs and sometimes that means it takes a little extra time if we have a vendor, and sometimes these vendors are mom and pop operations, and they don't have big staffs, and so therefore it takes them a little time to get their invoices to us, and I am certainly cognizant of that, and I'm trying to work with them to have them not wait a month or two months before they get approved because waiting two months as a small business can sometimes hurt you because you've put that money out, and you haven't gotten paid back yet, and I'm very sensitive to that as well. So there's a balancing act there for sure.

What we're talking about is the exception not a rule. I think Alderman Johnson made an excellent point. I think we could probably get the packet posted without whatever's there and then whatever trickles in after, we can post those and make you aware of it after the fact. Those one or two items that may come in on occasion and then it's, you know, essentially this body's decision as to whether they actually approve the invoice or if you want to hold the invoice, and certainly understandable. If the dollar amount's too high, we can hold it to the next meeting and I can make that clear.

Joe Sullivan, Project Manager

And if you - I'd like to add to Director Cummings Mr. O'Brien.

Chairman O'Brien

Mr. Sullivan, yes.

Joe Sullivan, Project Manager

We have held the payment of an invoice till the following month on several occasions. So it's we have a mandated date that all invoices but, you know, by the third week of every month for the requisitions and any invoice associated with the architect, CM, and OPM be in at that point because it takes a lot of work for us to make sure that we're doing an analysis

against the budget line item to make sure that the scope of work that they've completed is done prior to the meeting. So we do everything within our effort to ensure that Director Cummings' office has that information for the packet that goes out. It's a rarity, occasionally, that we have to provide an invoice that came in that's another critical path item that might need to be approved that may be presented the day of the meeting if we get it between that timeline of that Friday and when the meeting occurs. That's all.

Trustee Ernest Jette

Okay. Well thank you for that explanation. I guess you...

Chairman O'Brien

Follow up?

Trustee Ernest Jette

...understand what I'm saying and that is, you know, as difficult as it is for you, you know when the contractor presents his bill at the last minute, that makes your job more difficult and when you present it to us at the last minute, it makes our job more difficult.

Joe Sullivan, Project Manager

Our goal is the Friday before.

Trustee Ernest Jette

What's that?

Joe Sullivan, Project Manager

Our goal is to provide it to you the Friday before.

Trustee Ernest Jette

Okay, thank you.

Chairman O'Brien

Okay. Any other further questions? Okay. I've got a call for the first vote and can the Clerk please read the motion?

MOTION BY ALDERMAN GREGG TO APPROVE AND ACCEPT THE RULES OF OPERATION

ON THE QUESTION

Tim Cummings, Administrative Services Director

Mr. Chairman, there's one final detail that I want to make sure is explicit and very relative to this particular body.

So unlike our other Joint Committees, and I've talked about this in the past, this Joint Committee is being set up but it's being set up with the understanding that there is a Library Board of Trustees meeting that needs to follow immediately after to ratify everything that we've done because they're the body that actually has the legal overview of this particular project, but it was decided early on that we wanted to create this Joint Committee to ensure that we were keeping the major stakeholders, you know, invested, and aware of the project, and so I want to make sure everyone understands that the work that we do here is critical, and then what should happen naturally after the fact is a ratification vote happened by the Library Board of Trustees to ensure that we're in good working order.

Separate and apart from that Mr. Chairman, last comment is it is solely within the purview of the Library Trustees to approve of the plan, and design, and there's an expectation that before we go to construction, the Library Trustees will approve the design and plan before this joint body goes to construction. So that probably I would say would be at the end of schematic design where we are, you know, essentially 30-ish percent of the way through the design project. We would really want to make sure that we have the design approved by the Library Board of Trustees. I would then bring it back to

this joint body, make sure this joint body also approves it, but this joint body shouldn't approve it until the Library Board of Trustees adopts it at one of their meetings.

Mr. Chairman, those are the comments I had this evening on this particular item. Thank you.

Chairman O'Brien

Thank you for your clarity. Trustee Jette did you have another question?

Trustee Ernest Jette

Yes I did.

Chairman O'Brien

Discussion on the motion. We're in the voting mode so do you have some further discussion on the motion?

Trustee Ernest Jette

Yes, I do.

Chairman O'Brien

Okay.

Trustee Ernest Jette

So, you know, so I understand the - I understand you know how this is has been set up. You know, I understand that the Charter, you know, unlike the Board of Public Works and the Fire Department, Police Department, the Charter specifically authorizes the Board of Trustees to build this building but, you know, the Board of Trustees recognized the expertise of the Infrastructure Committee and the success that it's had in other projects, and welcomed the, you know, our doing this jointly, and I'm hoping that that, you know, there's no conflict between the Trustees, and the Infrastructure Committee, and ultimately, the Board of Aldermen.

Unidentified Speaker

Don't jinx us.

Chairman O'Brien

Ultimately, the Board of Aldermen because that's, you know, that's where the money is going to have to come from. So hopefully, we're all going to reach a consensus and we're all working towards the same - the goal, you know, the same goal. But when I read this, you know, it seems like it's I may be wrong but it seems like it's a little backwards. You're saying the Joint Committee on Infrastructure and Library Trustees has the final sign-off on the design. That's not really true is it according to the Charter. I know we're going to be working on this together but as far as the Charter is concerned, it's the Library Trustees and so I'm wondering if...

Tim Cummings, Administrative Services Director

Yeah so again, I mean happy to play with the verbiage but just a second ago, I did say that nothing should come before this Joint Committee for approval on the design and plan until it's been approved by the Library Trustees. So whether you want to remove the word "final" in there or not, I understand point well taken but I would suggest that nothing gets laid before this joint body on that front until it's been approved by the Library Board of Trustees, which I would say is the final plan and design.

Trustee Ernest Jette

But isn't it...

Chairman O'Brien

Follow up?

Trustee Ernest Jette

Please. Isn't it just the - I mean the Joint Committee as I understand it is going to, you know, vote on stuff and then the Trustees are going to ratify what, you know. So it's not that the Trustees are going to come up with a plan and then the Joint Committee ratifies it. It's just the opposite. The Joint Committee comes up with a decision and then the Board of Trustees are going to hopefully ratify that decision. That's the plan, isn't it?

Tim Cummings, Administrative Services Director

But the Joint Committee should not be going too far into the realm of design and plan development. That is truly within the purview of the Library Board of Trustees and you want to ensure - I would suggest to you that the Library Board of Trustees want to ensure that the plan and design is first and foremost what their wishes are and then it laid before this joint body for their approval just to ensure that we're all in good working order.

Trustee Ernest Jette

I see. I think I'm getting it. I apologize for my slowness. But your paragraph one, you're talking about the design. Paragraph two, you're talking about the financial aspect.

Tim Cummings, Administrative Services Director

Correct. That's right.

Trustee Ernest Jette

Okay.

Chairman O'Brien

Trustee Laflamme. I'll remind you we're in the voting mode. Okay.

Trustee Linda Laflamme

If I may? The second thing you - the second way you put it is exactly right. We are in charge of the Library Trustees are in charge of the design. So if you remember the timeline when all of that feedback is finally distilled and DesignLAB comes up with this is what we think would be great for your library, then it is our decision as Trustees to say yes, that works or to say no, that doesn't work. We want to make these - we really feel strongly you've missed the mark. And until we decide what design we want and we approve, this Infrastructure Committee doesn't have anything to build if that makes sense. And then once we approve it, then we say here this is what we want to build and this Infrastructure Committee sits down and looks at the nitty gritty of how does that happen, how do we pay for it, and, you know, are these invoices correct, and all of that.

Chairman O'Brien

We've never as a Committee picked out the color of the paint. So don't worry about it. You know but we have built together. I know as Chairman, I have built three structures and they're still standing. So, you know, I think we know what we're doing.

Further questions on the motion? Okay seeing none, I'll call for a vote.

MOTION CARRIED (Alderman Johnson in opposition)

MOTION BY ALDERMAN GREGG TO APPROVE AND ACCEPT THE LIBRARY BUILDING PROJECT PLAN

ON THE QUESTION

Tim Cummings, Administrative Services Director

Mr. Chairman, I do have some comments on this.

Chairman O'Brien

Please.

Tim Cummings, Administrative Services Director

If I could and so I just I don't want to rush this because I think this is a great point to kind of talk about some of the nuances if I could, and I think this plan is worth diving into a little bit because what I am laying before you is what I believe I've heard through the work that has been done by the Library Board of Trustees, and will be the guiding document that will help keep us focused. However, I will offer to you and submit that it is maybe not a perfect document and so, you know, I wanted to create the space so if you wanted to make some changes, I would invite you to have that conversation now because what I don't want to do is move too far along in this process and us give direction to our consultants and find out that we've errored.

The big thing that I want to circle back on is we are working towards a \$45 million project. We're looking to get under construction next fall, and how we get there, and what we actually do is up to you all to decide, and I want to give you the opportunity to talk about and ensure that we're doing it in the correct way. And this plan if I may, Mr. Chairman?

Chairman O'Brien

You may.

Tim Cummings, Administrative Services Director

Just goes into a little bit of a background of the current existing building. It talks about, you know, the overall conclusions that were arrived at, and then it outlines some initial design guidance. This design guidance is what, in particular, we're going to give to the architects to ensure that we're moving in the right direction. I'm not going to read it or go into detail now, but I do think it's worth pointing out and making sure that we are going to give direction that we would like to see something in the order of magnitude or approximation what was outlined in the feasibility study as approved by the Board of Trustees that was pages 40 and 41 of the of the program summary, and essentially option two or the "addition" type plan.

That basically calls for making sure that we had somewhat of a demolition of a part of the library and then in addition with an increased square footage for the library in terms its full building envelope. The project is listed in detail on page 9 of 13 in your packet and where I describe the project, it talks about some of the sustainability initiatives that we are going to try to achieve. It talks about incorporating youth services and improving ADA. It talks about the introduction of podcasting, and 3D printing, and ultimately it lays out a program that has been vetted through the feasibility study, and I want to make sure that I am correct in my assumptions here, Mr. Chairman, and we're going to be going in the right direction.

Chairman O'Brien

Outstanding. Okay. We have a motion before us. Question on the motion?

Trustee Ernest Jette

Thank you. So something that struck me on pages 9 and 10, you talked about sustainability. When we're talking about solar, the term "solar ready" is used. So I get the impression from that, that, you know, like the roof is going to - you're going to try to make it solar ready so it would be ready for solar. But why would why would we not be striving to, you know, if the analysis shows that it's doable, why would we not be putting solar? Why would we be making it ready and not implementing solar?

Joe Sullivan, Project Manager

If I may, Mr. Chairman?

Chairman O'Brien

You may.

Tim Cummings, Administrative Services Director

You may. That's a great question. Again, Tim Cummings, Director of Administrative Services. So this is just our standard baseline. I believe we understand from working with our sustainability group that we want to design and build projects that are solar ready, but we don't necessarily go as far as to suggest that we are going to put solar on the roofs because on occasions, our sustainability group likes to go out to the market and possibly bundle a bunch of projects together to get a bigger bang for their buck. However if there's a point that maybe we should move further on that front with this project and you would like to see solar, we certainly could incorporate that into the project but I would like that direction and we can we could certainly do that. So I wanted to kind of make that explicit point but what you see before you has been vetted and discussed with our sustainability team and basically is the baseline that we are trying to develop in terms of guidance.

Chairman O'Brien

Follow up?

Trustee Ernest Jette

Please. So I don't, you know, I'm assuming that this all happened before I became a Trustee. I'm not sure but I, you know, I'm just one Trustee. But, you know, I would like us to strive towards taking advantage of solar and I would like to see the document reflect that. I understand we can't commit to that yet without further analysis, but I don't want the goal to be making it solar ready. I want the goal to be make, you know, taking advantage of solar. If we can't do it, well we can't do it but if we can, I want us to do it.

Tim Cummings, Administrative Services Director

Mr. Chairman. I see Mr. Sullivan who wants to speak and so after he speaks, I do have a couple clarifying questions I'd like to ask.

Joe Sullivan, Project Manager

And those are two great points. I just want to add. Ideally, we would love to have the ability to install solar. To do so, the infrastructure has to be put in place regardless. What we've done in the past on a number of different projects is created an add alternate. So we have a baseline for the construction of the site with the internal components to allow solar to be installed and then a separate price for having solar installed on the roof so that we know what the cost implications are. The goal ultimately at, you know, \$44 million, whatever that dollar value is, is the construction to meet your program needs. If the program so chooses to ensure solar is part of that process, we will have a separate price associated with it.

One of the concerns and one of the challenges that we have on a lot of different projects is the way the building is positioned and the elevations that it would face to make it solar ready. So the instructional integrity of the roof, which would be you know the sizing of the massing to encapsulate and incorporate the weight capacity of solar, and the orientation of those solar panels is probably part of a separate design that we would get a price on to have the ability to say yes, we would like to move forward based on the cost implications. So it could still be part of the project. We would just identify what those costs associated would that would be. That's all.

Tim Cummings, Administrative Services Director

And if I may, Mr. Chairman?

Chairman O'Brien

Yes.

Tim Cummings, Administrative Services Director

And Mr. Sullivan was hitting on some of the actually elements that I was just going to ask about Trustee Jette. I just wanted to kind of clarify. Would it be your expectation that we would ideally procure the solar panels? The City of Nashua would own the solar panels or are you - you just want to see solar on the roof and is your expectation that we actually when we put the building into service, also have solar panels on the roof but it doesn't necessarily need to be purchased and/or owned by the City of Nashua?

Joe Sullivan, Project Manager

Two different animals.

Tim Cummings, Administrative Services Director

And that is a big distinction that I would need direction on right now to be able to help move that forward.

Chairman O'Brien

Well, Mr. Cummings if I may. Not so much right now but we have one member, one Trustee that wants solar but we have not heard from the majority of the board. So I think you need to go back. It's there. It will be solar ready I think is what Mr. Sullivan was saying. But if you go back and you come up and tell us, this is like how we're going to, you know, particular change orders and everything else like that, there's got to be an additional cost. So what was your initial cost? Maybe more, you know, because to include in the finished product, am I correct?

Tim Cummings, Administrative Services Director

And it could be Mr. Chairman and that's why Mr. Sullivan's strategy is a good one. It's a unique one if we do a bid alternate type process because what we might be saying is we're willing to do the project and include the solar if it stays under that \$45 million, or we may want to do it through a third party because it may exceed that \$45 million, or the city may say because we value this so much above and beyond that \$45 million, we want to add X amount of dollars to this project because we want to have a solar - we want to provide solar option to the building as a way of offsetting the city's footprint and fossil fuel consumption. All worthy goals but we need to have that direction so we can work towards it.

Trustee Ernest Jette

Could I respond to?

Chairman O'Brien

Follow up.

Trustee Ernest Jette

Yeah. Okay. I think I was being asked a question I think. So I don't know the answers to those questions. You know, what I want is I want us to, you know, come up with a building that is, you know, as energy efficient as possible, you know, as sustainable, you know, is the best for the city. I understand that, you know, all these things cost money and I just don't know, you know. I was under the understanding that I don't know which group. I think it was - I think was your group Mr. Sullivan but I'm not sure, you know, was being asked to do an analysis about what the costs would be for different alternatives. I just don't see that reflected in this document. I just see this document saying you're going to build a building that's solar ready, but I don't see it saying that we're going to be looking at, you know, ideally doing solar if it's feasible. By feasible, you know, does that mean the city buys the solar panels or does it do a, you know, a joint project with Revision Energy, for example, where Revision owns the panels and we just, you know, they just use our space. All of those possibilities sound possible or plausible to me. I just don't know what we can afford and what it would be. I'm just saying at this point, I don't want us to take that off the table.

Joe Sullivan, Project Manager

So it won't be. So the information that Director Cummings has listed in that document is to say the building will be at least solar ready. The design team is tasked for the energy efficiency to meet the city's goals and guidelines to come up with a parameter whether the solar can be added to the building economically or whatever that value is, look at what a third-party entity might be, and/or the alternate that I just described as providing a bid alternate for the city to actually purchase and install so we would know what those cost implications are. Through the process, the sustainability and the energy efficiency is going to meet the most current stringent code efficiencies as we move forward. The baseline of design is to at least make it structurally and the infrastructure for solar available within the building and those options can be provided and discussed amongst the Trustees and the Infrastructure Committee.

Trustee Ernest Jette

Okay. Just...

Chairman O'Brien

Another follow up?

Trustee Ernest Jette

Please. So the document as it stands now does it cover that or...

Tim Cummings, Administrative Services Director

Yes.

Trustee Ernest Jette

...it needs to be amended.

Tim Cummings, Administrative Services Director

Yes. So if I may, Mr. Chairman. As a baseline through schematic design, it is absolutely imperative that our MEP consultants will do a life cycle analysis, and they will help us understand what type of building system we would like to have for the building based off of the guidance and the direction that we get, and they very well may say that this is the best way to go because that's the most efficient and economical for us. When you put all the variables out there and they balance them, that may be very much what gets arrived at as a decision and then separate and apart from that, what we're saying is we will absolutely make sure we will make the building solar ready in case it doesn't get to that conclusion.

Trustee Ernest Jette

Okay. I invite other members of the Committee to give their opinion if they if they choose if they want to.

Chairman O'Brien

I got to make sure he's.

Alderman Johnson

That's fine.

Chairman O'Brien

Yeah, you know, he's on a roll.

Trustee Ernest Jette

I'm done. I'm done rolling. Thanks.

Chairman O'Brien

Good. Take a rest.

Alderman Johnson

Gee, it's a hard act to follow from the former Alderman from Ward 5, you know. I stepped into your shoes. Great questions. Great questions you're asking. Thank you.

I just want to go back to the solar ready and Revision. With Revision if we work with them do we lease from them or is it a buyback program? What - because I know that there's several ways you could get solar. You can buy it, and it costs you the money up front, or you can lease it for about 20 years and at the end of 20 years, you own it. I know in private homes if you do that and somebody wants to buy your home and they don't want solar, that's it. People can't buy it because you're taking over the contract usually. So would this be more like a leasing so it would keep the costs down with Revision?

Tim Cummings, Administrative Services Director

Mr. Chairman, if I may? We haven't gotten there to evaluate which direction we would go but yes, that's essentially the prescribed methodology, and we would evaluate it and see where we land whether owning versus leasing. Part of the question may be if timing works out, could this roof be bundled with other roofs in the city? Potentially. Or could this project stand on its own and maybe you evaluate it and after the end of the evaluation, you learn it doesn't stand on its own for the various reasons that Mr. Sullivan had outlined. You know, basically the way the building is oriented but we should be designing the building in a way to ensure that we keep the roof open, and free, and clear as much as possible so we can get the solar array up there if and when it happens, and we have the load designed in a way to accommodate it. So we should be thinking of those things at a minimum.

Joe Sullivan, Project Manager

If I may, Mr. Chairman, just to follow up on Director Cummings?

Chairman O'Brien

Follow up.

Joe Sullivan, Project Manager

It's not just providing the infrastructure and conduit up to the roof as well as the structure. It's providing the space in the basement to accommodate capturing that solar and then redistributing it, you know, to the grid if a third party is necessary and/or to the building's consumption. You know, I've seen systems installed in buildings, you know, where they were physically owned and you own that. If they fail within 5 years, 10 years, you own servicing it. So the operations of that aspect have to be considered to Director Cummings' direction on, you know, or the analysis associated with it. At times, I've seen third party where they physically own all of the equipment and maintain it but obviously, you get a less payback on that and that payback analysis would have to be done during that duration that's all.

Alderman Johnson

Can I just?

Chairman O'Brien

Alderman Johnson.

Alderman Johnson

Thank you. I'd like to see that, you know, the analysis. I think it's very important. Do you buy? Do you lease? Pay me now. Pay me later. Either you're going to front the money up front or you're going to just pay it out and which is going to be more advantageous for the city in this realm?

To Director Cummings, this is - I need to review the Human Affairs Committee meeting on my comments about the library because I've had so much in between. The brain can only absorb so much, you know. It's like a computer then it shuts down. I will be reviewing and I'll get back to you on my comments. Thank you.

Tim Cummings, Administrative Services Director

If I may, Mr. Chairman?

Chairman O'Brien

You may.

Tim Cummings, Administrative Services Director

So I think just to kind of note, there's potentially two different topics. Just staying with Trustee Jette's comments, those were relative to the solar and I would like to bring those to fruition and closure before we move on. Because what Alderman Johnson is referencing was during the Human Affairs Committee meeting, she happened to suggest in passing that maybe we look at this library project as an alternative for the resource center. To what degree or amount, I'll leave that to her to potentially talk through but we would need to have that type of direction now and early so we can move past it comfortably with giving guidance to our architect. Thank you, Mr. Chairman.

Trustee John Kennedy

Trustee Kennedy. I want to just ask maybe a clarifying question on the solar ready so that I sort of understand what Trustee Jette some of his questions. This document that we are or these design principles that we are voting on, talking about solar ready am I right in understanding that this is the principles of which to design the building which would sort of set the floor such that we could make a decision on solar down the line or do you need to know in this document if we are picking a particular HVAC system? I just I want to make sure as I understood it, it was we needed to have solar ready so that they could design the building in such a way so that when we got a little further down the line that would be an option because if we did not include that, it potentially would cut that off as an option. Is that - am I understanding that right?

Tim Cummings, Administrative Services Director

Yeah, that's 100 percent how - you're correct. That's 100 percent how this is presented. I do want to give the opportunity though in case there was members along this horseshoe that wanted to potentially suggest that solar has to be by requirement. If that's the desire, then that's fine. I just wasn't sure and so I wanted to kind of tease out that conversation.

Trustee John Kennedy

One follow-up.

Chairman O'Brien

Follow-up.

Trustee John Kennedy

So is that - I guess that's what I'm trying to get a sense of. Do you need to know now if we want to pursue solar or is that a design or I guess, a design feature that can be decided? I'm just trying to figure out whether we can get more information about the potential costs and those or if we don't say right now, we are very strongly interested in solar that that is going to cut anything off.

Tim Cummings, Administrative Services Director

If I may, Mr. Chairman. I don't think you need to do anything tonight. I mean you'll have more information by the time you get to schematic design where you then can evaluate, and that's the way this is set up, and be able to make a decision at that time.

Trustee John Kennedy

Okay.

Trustee Linda Laflamme

If I may. In other words, we're saying yes, please. People who know much more about this topic than any of us do look into the realities of is that possible, and is that smart, and physically and fiscally responsible.

Alderman Sullivan

So to put clarity into all of this, the infrastructure capability is going to be the baseline that should be within this design. You're moving forward with the methodology of how it's going to be, you know, secured and secured can be done at a later date. That's the point Mr. Cummings is trying to make.

Chairman O'Brien

Okay. Alrighty. Believe it or not, we still have in the voting mode so there's a motion on the table but.

Trustee Linda Laflamme

Yeah on a different topic, I just wanted to ask about the creative spaces versus the programming for Nashua CTV and those are not necessarily mutually exclusive, correct?

Tim Cummings, Administrative Services Director

If I may?

Chairman O'Brien

Director Cummings.

Tim Cummings, Administrative Services Director

Thank you. So an interesting use for the building that I believe we could still stay within the 60,000 square feet and potentially move the community, the PEG if you will - public education and community television or what we refer to as "Nashua media", from the 9 Riverside site to the library, which would be a great complementary use, and I think it would benefit the library to move in that direction. It would also benefit the downtown immensely. You have all of your creative uses in one area and it would help the synergy to be able to from an urban planning perspective have that complementary use not just for the library but for where your other performing art venues are. So we would try to create that efficiency or strive towards that goal by bringing in this two-ish 1,000 square foot use into the footprint, but we still need to evaluate that. We still need to kind of understand some of those details, but that would be a goal that we would be looking to strive towards. Yes.

Trustee Linda Laflamme

Follow up.

Chairman O'Brien

Follow up.

Trustee Linda Laflamme

And that would not be - as I said, we had talked about saving space for like a podcasting studio the public could come and use. That is a separate thing and we're still talking about squeezing them all.

Tim Cummings, Administrative Services Director

Yes.

Trustee Linda Laflamme

Okay.

Tim Cummings, Administrative Services Director

Correct.

Chairman O'Brien

Okay. Remind everybody, we're still in the voting mode. We do have a motion before us in case you've forgotten. So, any other questions? Okay. Seeing none, I'll call for the vote.

MOTION CARRIED (Alderman Johnson in opposition)

OTHER EXPENDITURES - None

OLD BUSINESS - None

ADJOURNMENT

MOTION BY ALDERMAN GREGG TO ADJOURN

ON THE QUESTION

Tim Cummings, Administrative Services Director

And if I may, Mr. Chairman?

Chairman O'Brien

Yes you may.

Tim Cummings, Administrative Services Director

So with that being said, it is now in that point of time where I suggest that maybe we look towards a 6 p.m. I'm going to suggest for this conversation September 9th - Wednesday, September 9th at 6 p.m. to get this body together again If that makes sense.

Chairman O'Brien

Of course all understand this depends upon the chamber availability and it will be Director Cummings will, as always, discuss this with our Administrative Assistant and it he'll be done forthwith. Okay. So at least to give you a date to start on your merry way home with the ninth. Okay. All right. We have a non-debatable motion.

Alderman Gregg

Let's adjourn.

MOTION CARRIED

The meeting was declared adjourned at 7:56 p.m.

Alderman-at-Large Alicia Gregg
Committee Clerk

Nashua Public Library

Joint Committee Meeting

08.04.2026



PRESENTATION AGENDA

1. **Progress Status Update**
2. **Project Timeline**
3. **Approval of Invoices**
4. **Rules of Operation/ Library Plan**
5. **Upcoming Contracts**
6. **Questions**

Nashua Public Library

Tasks Completed / Project Status Update



LeftField:

- Kick-Off Meeting: The City, LeftField, designLAB, Consilgli
- Meeting with Doria Brown: Review of City's Sustainability and Energy Goals
- Onsite meeting with Nashua CTV
- Weekly meetings with the entire team
- GSI marked locations for the borings and test pits
- Coordination between the Library Project Team and Courtyard Project team
- Communication on potential spaces for Temporary Location
- Narrowing down project objectives / goals
- Refining Schedule milestones for the remainder of Schematic Design

Nashua Public Library

Tasks Completed / Project Status Update



DesignLAB:

- Developed program analysis, program planning options, and preliminary site design options for upcoming workshops
- Completed peer institution/precedent research of similar public libraries
- Begun meetings with consultants in preparation of upcoming workshops and deliverables
- Begun creating physical models to review massing and site planning options at upcoming workshops
- Conducted 3D Scan of Building
- Conducted a Site Survey

Consigli:

- Reviewed the Courtyard Project documents and prepared a thorough analysis on how it will affect our project and what to prepare for as we navigate the Library Schematic Design
- Begun review of Feasibility Study Estimate conducted by Harvey to define any risks as we progress in Schematic Design

Nashua Public Library

Project Timeline/ Look Ahead



SCHEMATIC DESIGN PROJECT TIMELINE

July 2026 – October 2026

TASK / MILESTONE	July 2026					August 2026					September 2026					October 2026				
	Wk 1	Wk 2	Wk 3	Wk 4	Wk 5	Wk 1	Wk 2	Wk 3	Wk 4	Wk 5	Wk 1	Wk 2	Wk 3	Wk 4	Wk 5	Wk 1	Wk 2	Wk 3	Wk 4	Wk 5
Schematic Design Phase <i>Overall SD Phase</i>																				
Design Workshops & Reviews <i>Stakeholder Engagement & Design Development</i>																				
Construction Cost Estimates <i>During Final 3 Weeks of SD Phase</i>																				
Trustees Meeting <i>First Week of September</i>																				
Schematic Design Package Complete <i>Mid-October</i>																				
Joint Building Committee Meeting <i>Presentation of SD Package Mid-October</i>																				

Nashua Public Library

Invoices - DesignLAB



designLAB architects
186 South Street
Suite 601
Boston, MA 02111

Invoice

Mailed Date	Invoice #
7/29/2026	26.03-0726

Bill To
City of Nashua 229 Main St City Hall Nashua, NH 03060

Services To	Terms	Project				
7/15/2026		2025-03 Nashua Public Library				
Description		Amt	Prior Amt	Prior %	Total %	Amount
Schematic Design						
Architecture - Budget & AR architects		44,250.00			14.86%	44,250.00
Landscape - Landworks Studio		44,250.00			0.00%	0.00
Civil - IVEG		7,500.00			0.00%	0.00
MEPPP - Fitzmeyer & Todd		81,750.00			0.00%	0.00
Structure - RSE		30,000.00			0.00%	0.00
Acoustics - Cavanaugh Todd		6,100.00			0.00%	0.00
A/V Consulting - Cavanaugh Todd		8,300.00			0.00%	0.00
Code Consulting - Riskus		6,500.00			0.00%	0.00
Lighting Design - Available Light		13,690.00			0.00%	0.00
Specifications - Kalm Associates		1,000.00			0.00%	0.00
3D Scan - Siteline360		8,100.00			100.00%	8,100.00
				Total		\$68,100.00

Schematic Design Phase:

designLAB \$60,000.00

3D Scan – Siteline360 \$ 8,100.00

Invoice Total \$68,100.00

Nashua Public Library

Invoices - LeftField



INVOICE

City of Nashua
Accounts Payable
PO Box 2019
229 Main Street
Nashua, NH 03061

June 30, 2026
Project No: 26-01188.00
Invoice No: 196342
Invoice Total 64,349.00
Profit Center 010:PMA:LFT

Project 26-01188.00 City of Nashua Renovation and Expansion of Public Library
Professional Services from March 01, 2026 to June 30, 2026

Task 01 OPM Services

Fee

Billing Phase	Fee	Percent Complete	Previous Billing	Current Fee Billing
Schematic Design	103,048.00	62.4457	0.00	64,349.00
Total Fee	103,048.00		0.00	64,349.00
	Total Fee			64,349.00

Invoice Total **64,349.00**

Schematic Design Phase:
LeftField PM

Invoice Total \$64,349.00

Nashua Public Library

Upcoming Contracts



OPM Additional Services

LeftField Project Management

Design Development – Bidding

\$628,144

Architectural Additional Services

designLAB

Design Development – Bidding

\$2,052,010

Contractor Additional Services

Consigli

Design Development – Bidding

\$28,707

Nashua Public Library

Upcoming Meetings/ Questions



Upcoming Meetings:

TBD

Questions?