

**Board of Trustees Meeting Minutes**  
**Meeting Room Side A**  
**Monday, September 21, 2026**

**Present:** Meryle Zusman (*Chair*), Andrea Lindsey (*Vice Chair*), Kathleen Niemiec, (*Director*), Pete Marcotte, Jessica Restucci, David Provencher, Jack Robillard (*Recording Secretary*), Sam Schreiner (*Alternate*), Erin Spencer (*Town Council Liaison*)

**Absent:** Lorraine Lindenberg (*Treasurer*), Peggy Nolan (*Secretary*)

**Public:** John Nanof, ENE, Service Administration Manager

**Call to Order:** Meryle Zusman called the meeting to order at 7:00p.m. (Later in the meeting Erin Spencer called for a Point of Order that the meeting met a quorum and actually started at 6:30 with the introduction of John Nanof from ENE.

**PUBLIC SESSION**

John Nanof answered the questions submitted by the trustees prior to the meeting. He stated that the intent was to have the remaining Bosch boiler kick in and alternate with the new Lochinvar boiler, however communication between the remaining Bosch and the new Lochinvar boiler was not possible. Presently the Lochinvar would be the primary boiler. They had to “hard wire” the older Bosch boiler to serve as a backup that would come on automatically, perhaps weekly, as set up by ENE. Remote programming from the ENE office would be included in the maintenance contract and will be set up by ENE. He admitted that communication between the new Lochinvar boiler and the remaining, older Bosch boiler was not possible and he apologized for the delay and inconvenience.

There were several questions from trustees: What is the life expectance of the new boiler? (approximately 15 - 20 years; warrantee is 1 years); Nanof stated that, historically, problems have been with the control system, not the boiler; If a second Lochinvar boiler is installed, would it be programmed to alternate with the current one, and would the software be backward compatible? (Yes, the Bosch would fire up weekly, but the Lochinvar is built to be the primary boiler.); What would be the cost of a second Lochinvar installation in a couple of years? (Approximately \$48K from Capital Reserve); What preventative maintenance is required? (Winter for heat, and spring for cooling); Is there any monetary consideration for the delays? (Unfortunately, no, but there may be future adjustments on service calls.) It was noted that it is a very complex system, with many parts. Temperature variation within the building may be due to a breakdown of individual parts (valves, relays, fans, etc.) not the boiler. Director Niemiec noted that the original installation of the two Bosch boilers was botched and they never worked correctly. One boiler burned out because it carried most of the load. Nanof stated that the Lochinvar was “state of the art” and was designed to function as the primary boiler carrying most of the load. The remaining Bosch boiler would serve only as backup and be programmed by ENE to kick in weekly. Director Niemiec and the Trustees thanked Mr. Nanof for coming, appreciating his input, and he left the meeting.

**Amendments to Agenda:** None

**Acceptance of Minutes:** Pete Marcotte moved to accept the draft minutes **of 8/17/2026**. David Provencher 2<sup>nd</sup>. All Trustees present voted in favor. Motion passed.

**Treasurers' Report:** Treasurer Lorraine Lindenberg was absent (Her report was in the packet.) Director Niemiec stated she also had the MUNIS printout, if anyone had any questions. There were no questions.

**Director and Staff Report:** Director Niemiec received a 15-page report regarding the result of mold remediation carried out September 10 - 12 by Household Environmental while the library was closed. They suggested the dry wall in the air handler room be cut so it doesn't touch the floor, and the insulation around the pipes is old and disintegrating and should be replaced. Post-remediation testing was done by SanctuAire. Although the library is not 100% mold-free (There is a spot near the Large Print Collection.), it is safe and not unhealthy.

Director Niemiec received an agreement from Aqua Laboratories for annual servicing of the water in the chiller and HVC loops to minimize corrosion of the pipes, scale formation and the accumulation of deposits. They will perform on-site testing (3 times per year) at a cost of \$1,500.

There was a discussion about obtaining a building inspection to document any future maintenance needs. Andrea Lindsey and Pete Marcott suggested options through the state, NH Solar, and Eversource for free inspections, some including remediation. Director Niemiec will follow up with other libraries.

During a weekly managers' meeting (Sept. 9) they talked about possibly replacing the reference desk. It has become crowded with 3 librarians and a 3-D printer sharing the space. The Carlisle bequest, designated for furniture for public areas of the library, would be a source of funding. Trustees agreed that Director Niemiec should move forward with gathering options for design input, perhaps visiting other libraries, GMILCS input, etc.

Staff has concerns about the heat generated from the skylights over the circulation desk and reference area. Suggestions include obtaining some kind of retractable shade or perhaps a draping of fabric to better regulate the temperature. Director Niemiec will pursue options.

**Gift (None) and Unanticipated Revenues:**

Meryle Zusman moved to **"Accept any and all unrestricted monetary gifts and unanticipated revenue received between this meeting, September 21, 2026 and the next meeting, October 19, 2026."** Pete Macotte 2<sup>nd</sup>. All Trustees present voted to accept. Motion passed.

**Correspondence:** None

**Announcements:** None

**Public Comment:** Alternate Sam Schreiner asked about the result of the e-bike raffle.

\$1,080 was received from raffle ticket sales. 43 individual @ \$10 each, and 13 (6 for \$50) tickets were sold. Winners will be notified by Director Niemiec.

## **New Business**

**Approval of transfer of \$18,48570 from the FY2026 General Fund surplus to the DPL Capital Reserve Account** – Meryle Zusman moved the question. David Provencher 2<sup>nd</sup>. All Trustees present voted to approve the transfer. Motion passed.

**Approve the holiday and meeting calendar for 2027** – David Provencher moved to approve. Pete Marcotte 2<sup>nd</sup>. All Trustees present voted to approve the calendar. Motion Passed.

**Approval of new hires for circulation roles** – Candidate Barry Charewicz worked one day as a Library Assistant 1 at the Circulation desk during a busy day, but withdrew his name. Everyone was sad to see him go. Alexandra Osterhoudt, Head of Circulation, is considering a replacement, perhaps one of the subs.

**Approval to hire Elizabeth Franck for the role of substitute Library Assistant 1 at \$15.57/hr.** Meryle Zusman moved to hire. Andrea Lindsey 2<sup>nd</sup>. All Trustees present voted to approve the hire. Motion passed.

**Approval to hire Jessica Clater for the role of substitute Library Assistant 1 at \$15.57/hr.** Meryle Zusman moved to hire. Andrea Lindsey 2<sup>nd</sup>. All Trustees present voted to approve the hire. Motion passed.

## **Review quotes for replacement of Meeting Room door crash bars**

Trustees were concerned about the high cost of the crash bars' replacement:

CountrySide Lock & Key - \$5,756.

TriState Lock & Key - \$6,992.

Trustees suggested seeking alternative solutions to the malfunctioning doors, suggesting contacting Code Enforcement and the Fire Department for input about a locking mechanism requirement for the areas affected.

**Old Business:** Raffle results (see Public Comment above.)

**Adjourn:** Pete Marcotte moved to adjourn the meeting. David Provencher 2<sup>nd</sup>. Meeting was adjourned at 7:45 p.m.

**Next meeting - Monday, October 19, 2026, at 6:30 p.m.**

*Minutes respectfully submitted by Jack Robillard, Recording Secretary*