



**TOWN OF BRENTWOOD  
SELECTBOARD  
TOWN OFFICE: 1 DALTON ROAD  
AGENDA FOR 07/18/2023 @ 6:00 PM**

- I. Convene
- II. Review and sign payroll and accounts payable register
- III. Review and approve the Consent Agenda: Subject to Change
  - a. Recreation Manifest
  - b. Treasurer's Report
  - c. Building Permits
- IV. Public Comment
- V. Discussion/Action Items
  - a. ~~Josh Bertoulin: Communications Update~~
  - b. Janice Wiers: Update on Amphitheater
  - c. Chief Ventura: Update on Road Safety Audit
  - d. Chief Bird: Earned time carry over
  - e. Proposed amendment to Article IV, section R
- VI. Regular Business
  - a. Committee Updates
- VII. Any other matter that may legally come before the Board
- VIII. Non-Public Session:  
May be called at any time in accordance with Chapter 91A:3II, a, b, c, d, e, i
- IX. Adjourn

RAC  
JJ

**Karen Clement**

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**From:** Director MEB Library <director@brentwoodlibrarynh.org>  
**Sent:** Tuesday, June 13, 2023 5:51 PM  
**To:** Karen Clement  
**Cc:** Liz McConnell  
**Subject:** Limited Cost Estimate  
**Attachments:** Cost estimate(Limited Option)\_230612.pdf; Anticipated Income Statement.docx; Temporary Fencing Quote.pdf

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Flagged

902

I've attached the limited option cost estimate from Jeff Hyland. As you will note, the estimate was less than anticipated, but still enough for the Trustees to feel this is not the most prudent answer for the future of the amphitheater. It is the feeling of the Trustees, given this document, that the cost to construct a temporary fix for this space will endanger our funding from 2 of the significant donors hinging on the completion of a space worthy of their investment.

Please take note of the attached anticipated income statement. This is the roadmap the Trustees feel is the best guide to move forward with this project. If a limited construction option is put in place three things may occur: 1) the space may no longer be ADA compliant, keeping us from using the basement for Friends' book sales, programs, and more, 2) staff may lose access to the basement for anything that can't be carried up and down the inner stairs, and 3) the funds for a permanent fix will need to be raised in the future, when costs of construction and materials will be much higher. The Trustees urge the Selectboard to consider these outcomes when making decisions about this project.

In regards to the safety concern raised at the Selectboard meeting, the Trustees secured the attached estimate for temporary perimeter chain link fencing. This will fully encapsulate the amphitheater, giving us zero access to the basement from outside. In order to allow for necessary outside access (for event supplies like chairs), this cost will increase.

Thank you for passing this on to the Selectboard.

Best,  
Janice, on behalf of the Mary E. Bartlett Memorial Library Trustees

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**Janice Wiers**  
Library Director  
Mary E. Bartlett Memorial Library  
22 Dalton Road, Brentwood, NH 03833  
ph: 603-642-3355  
fax: 603-642-3383  
<http://www.brentwoodlibrarynh.org/>  
[director@brentwoodlibrarynh.org](mailto:director@brentwoodlibrarynh.org)  
(Pronouns: she, her)

TETK  
JJ  
JK

Mary E. Bartlett Memorial Library Amphitheater  
Brentwood, NH

PRELIMINARY ESTIMATE OF ANTICIPATED CONSTRUCTION COSTS  
Limited Construction Option\* - Address safety, flooding potential, and ADA accessibility only  
Monday, January 30, 2023

\* This option may result in the elimination of ADA access to the lower level of the Library. The feasibility of saw cutting and removal of portions of existing concrete will be evaluated during demolition.



SUMMARY	TOTAL	FUNDING COMPOSITION		REMARKS
		TOWN	DONOR / GRANT	
I. SITE PREPARATION	\$23,600	\$23,600	\$0	
II. EARTHWORK	\$7,825	\$7,825	\$0	
III. LANDSCAPING	\$5,313	\$5,313	\$0	
SUBTOTAL	\$36,738	\$36,738	\$0	
10% CONTINGENCY	\$3,674	\$3,674	\$0	
TOTAL PROJECT COST (WARANT ARTICLE AND DONATION)	\$40,412	\$40,412	\$0	

DETAILED ESTIMATE						
ELEMENT	QUANTITY	UNIT	UNIT COST		TOTAL	REMARKS
<b>I. SITE PREPARATION</b>						
A. MOBILIZATION	1	ls @	\$4,000.00	/ls=	\$4,000	
B. TRAFFIC CONTROL AND TEMPORARY CONSTRUCTION FENCING	1	ls @	\$6,800.00	/ls=	\$6,800	
C. TREE AND PLANT PROTECTION AND TRANSPLANTING ALLOWANCE	1	ls @	\$2,000.00	/ls=	\$2,000	
D. EROSION CONTROL (SHORT AND LONG TERM)	1	ls @	\$2,300.00	/ls=	\$2,300	
E. DEMOLITION AND DISPOSAL	1	ls @	\$8,500.00	/ls=	\$8,500	INCLUDES SAW CUTTING
<b>SITE PREPARATION TOTAL</b>					\$23,600	
<b>II. EARTHWORK</b>						
A. MISCELLANEOUS CUT AND FILL	100	cy @	\$35.00	/cy=	\$3,500	
B. RIPRAP WITH FILTER FABRIC	25	cy @	\$53.00	/cy=	\$1,325	COMPLETE IN PLACE
C. BOULDER PLACEMENT	10	ea @	\$300.00	/ea=	\$3,000	COMPLETE IN PLACE
<b>EARTHWORK TOTAL</b>					\$7,825	
<b>III. LANDSCAPING</b>						
<b>A. TURF</b>						
1. 6" LOAM (STD SANDY LOAM)	32	cy @	\$55.00	/cy	\$1,760	COMPLETE IN PLACE
2. FINE GRADE / PREPARE SEED BED	1,870	sf @	\$0.45	/sf	\$842	COMPLETE IN PLACE
3. SEED, HYDROMULCH, TACKIFIERS	1,870	sf @	\$1.45	/sf	\$2,712	COMPLETE IN PLACE
<b>LANDSCAPING TOTAL</b>					\$5,313	

RTK  
7/12

## Mary E. Bartlett Memorial Library Amphitheater Budget

6/13/23

### Amphitheater Budget

Stage 1	Site Prep + Engineering and Earthwork	\$83,050
Stage 2	Utilities	\$59,126
Stage 3	Hardscape/Improvements (Includes a stage & sound system to be donated)	\$227,505
Stage 4	Landscaping	\$25,655
Stage 5	Warrant Article (Maintenance)	\$10,000 Yearly (2024-2029)
	<u>Contingency Fund</u>	<u>\$37,734</u>

Total Project Cost \$433,070

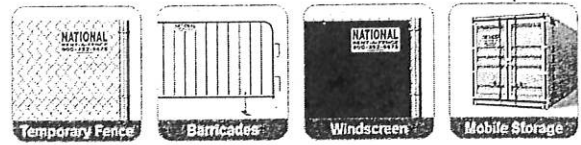
### Anticipated Income

Town of Brentwood (ARPA Funds)	\$100,000
Philanthropic Memorial Gift	\$100,000
Eppes-Jefferson Foundation	\$62,000
Impact Fees	\$50,000
Capital Improvement (2022 Warrant)	\$50,000
GoFundMe/Targeted Donations (? additional ARPA funds if needed)	\$48,570
Raffle	\$20,000
<u>Friends of the Library</u>	<u>\$2,500</u>

Total Projected Income \$433,070

# NATIONAL CONSTRUCTION RENTALS®

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(201) 215-3362



800-352-5675 • rentnational.com

## QUOTE FOR SERVICES

COMPANY INFO: CUSTOMER # NEW		JOB SITE INFO: SITE # NEW			
Company:	THE MARY E BARTLETT MEMORIAL LIBRARY	Job Name:	THE MARY E BARTLETT MEMORIAL LIBRARY		
Requested By:	LIZ MCCONNELL Phone: [REDACTED]	Address:	22 DALTON RD BRENTWOOD, NH 03833		
E-mail:	[REDACTED]	Cross Street:			
Other Phone:		Site Contact:	Phone:		
Billing Address:	22 DALTON RD BRENTWOOD, NH 03833	Site E-mail:			
		Customer Ref #:			
Expected Install Date	Payment Terms	Prevailing Wage	Job Type		
Mon. Jun 12, 2023	COD	Yes	Construction		
Quantity	UOM	Description	Rental Term (up to)	Unit Price	Amount
300	FT	6 FT TEMPORARY PANELS	6 Months	6.99	2,097.00
50	EA	SAND BAG(S)	6 Months	12.00	600.00
Fence Notes:					Fence Subtotal: 2,697.00

Fence Minimum applies: If the total unit price times quantity for the above items does not exceed \$1250, this minimum will be charged rather than the per unit price.  
Note: Damaged, missing, and lease buyout charges are not included in minimum charge.

Subtotal:	\$2,697.00	Sales Tax:	\$ .00	Grand Total:	\$2,697.00
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All prices include a one-time Delivery/Installation and a one-time Pick-Up/Removal.

Bids are based on quantity; if quantity changes, bid changes. Additional fees for hillside installations, hand carry, core drilling and inaccessibility. Deliveries and installs are scheduled Mon. - Fri. 7:00 a.m. - 3:00 p.m. Additional charges apply for weekends and after hours work. COD orders are to be paid in advance or upon delivery prior to installation. Orders with driven post(s) require 3-5 business days to complete underground markings. Remove and relocate charges are billed at the same rate as installation price. If services are subject to prevailing wage laws, any penalties or wages not included in this estimate will be paid by the lessee. Certified payroll is available upon request.

Customer's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print Customer Name: \_\_\_\_\_

PO # \_\_\_\_\_

NOTE: Installation CANNOT be confirmed until quote is signed and returned. This bid expires in 14 days.

Date of Quote	Quote Number	Quote Prepared By	Email Address	Fax Signed Quote to
Mon. Jun 12, 2023	214489	JDEJESUS	JDEJESUS@RENTNATIONAL.COM	

Employee	Accrued	TO BE Accrued	Carry Over	Excess
1	86	46	84	48
2	120	46	84	82

## Proposed Amendment to Article IV, Section R (second paragraph)

At the close of the posting period, the Board will review all applications submitted, and will also provide the applicant with the option to meet with the board before a decision is made. The Board's deliberations will be conducted in public session, but the Board may go into non-public session if the matter discussed would likely affect adversely the reputation of any applicant unless such person requests an open meeting. See R.S.A. 91-A:3, II(c). Any decision of the Board to fill a vacant board or committee position will be by majority vote. The Board will use the following factors with no particular order of preference as guidance in its deliberations:

- The individual's stated reasons for volunteering their time and their willingness to commit to the position.
- The individual's background, qualifications, and experience relevant to the particular position for which they are applying.
- The individual's objectives and goals for the position and whether these are consistent with that of the board or committee for which they are applying.
- If the board or committee is related to a town department (e.g., recreation, library, etc.), whether the individual's vision is consistent and/or compatible with the town employee(s) who heads and/or staff that department.
- To the extent practicable, the Board may seek to balance committee and board appointments with individuals who have diverse opinions.
- Recognizing that there will be instances in which the number of applicants exceed the number of vacant positions, the Board may give priority to appointing someone who has yet to volunteer on a town board or committee over reappointing someone who has already served for at least two terms.