Taft Public Library Trustee Meeting Notes

2/3/12

Attendees: Bob Carlson, Carrie Grimshaw, Bill McHenry, Kathy Carlson, Carolyn Peterson (7:03), Don Morin, Philip Wheelock & Richard Smith (of Adams & Smith of Swampscott, MA), Susan Darnell (via Skype 7:45), Douglas Annino & Christine Walsh (of Annino Incorporated of North Attleboro, Massachusetts) 7:55.

Meeting called to order at 6:36.

Don Morin motions to pass over the minutes of the February 1, 201; Bob Carlson 2nd.

Our primary focus of this meeting is to meet with the architectural firm, Adams & Smith Architects / Consultants of Swampscott, Massachusetts and Wheelock Associates of Uxbridge.

Richard Adams & Philip Wheelock arrived and introductions were made. They presented a board presentation with discussion of:

* St. Michael’s facility as is
* With support to beams in basement, the wooden floor structure would be capable to hold the collection
* Not up to current energy efficient standards, have ideas to bring up to current code
* Need for an elevator
* Showed current plan layout & how they perceive it their plan (upstairs 2000 sq ft, current library single floor 1350 sq ft)
* Need to know what to do w/ the rectory
* Review of other projects
* Have the technology to maintain a project of this magnitude independently
* Recognize there needs to be a plan to move into the facility in stages so as to keep financially sound
* Showed an interim plan using the current footprint of the building, then showed a larger plan using the current building and an addition to replace the rectory

Questions presented:

Q – What is your process for dealing w/ potential environmental hazards?

A - We would get an environmental hygienist & try to budget for potential hazards. We have experience with this in the past. Some potential hazards could include (just based on the age of the building), the oil tanks, heating system, tiles, etc.

Q – Tell me a little more about LEED certification?
A - Leadership Energy & Environmental Design - we could think about this (need independent consultant). There are different ways to get points for the state performance rating; big issue is to compare the costs of LEED construction (not necessary) versus cost of typical construction. LEED points do not bring funding support unless we were going w/ an MBLC grant.

Q – Do your interim plans include construction w/ the basement?

A – Not yet, don’t want to put the children’s room in the basement (opinion) but it’s not entirely out of the question.

Q – What is your experience w/ the accuracy of costs using Construction Costs Engineering of Boston?

A – Found that they are pretty good. Don’t want to use someone who is too low. The more detail in the drawings, the better the estimate.

Q – Have you ever worked in a community such as Mendon where finances are such a volatile issue?

A – Yes. Wheelock was a selectman of Uxbridge during the time when the Police station was built & recognizes the community needs to know how low can we make the price; what is the plan to grow w/ the building.

Q – What are the costs that are not included in your proposal?

A – We hire a cost estimator & add 10% for design contingency and another 5-10% for owner’s contingency to ensure there are limited budgetary overages.

*Carrie noted that Johnson Roberts gave the same estimate.*

Q – Can you roughly estimate the cost of this interim project?

A – More in the range of $1million, the longer term project will cost more.

We agreed TPL will get back to A&S / Wheelock Architects within 2 week timeframe. They were agreeable with that time frame. They departed the meeting at 7:40.

Discussion followed about their ideas to keep the facility to one floor. There was no plan for the basement. Etc. Brainstormed rubric for scoring the firms.

Douglas Annino & Christine Walsh arrived & introductions were made. They made an oral presentation with discussion of:

* They have a small office, kept small on purpose to keep control of projects
* Residential projects to $23million mill project
* Work w/ nonprofits – i.e. Hockamock YMCAs; do some pro-bono work in communities
* Built new construction library in East Kingston, New Hampshire – worked out to be about $150/sq. ft.

Q – Have you done a project like ours? Church to library? Adaptive reuse?

A – Taken mill & made into police station (N. Attleboro) and mill into 150 Residential building (N. Providence). We are renovating car dealership into residential living. They listed several more.

Q – What do you see for this project?

A – Brought a sketch which incorporated the rectory connected to the main building with an entryway between them which would include the elevator allowing access to the basement & 2nd floor of the rectory. Elevator cost about $60-70,000.

Q – What are your thoughts on the 2 levels?

A – Try to keep to first main floor for cost purposes; expand to the lower level in the future.

Q – Do you do your own cost estimations?

A – No, we use Daedalus in Boston. Cost estimators estimate higher, so the budget comes in under. Understands that working with a public sector it’s a fine line between establishing a budget w/o it being too high, but still being able to have contingency of going over budget. Recommends 10% +/-.

Q – How will you help us get the word out to community?

A – Will attend a few selectman’s meetings; provide marketing materials; have website; etc. Would appear on cable show appearance if needed; meetings at library for patrons, etc.

Q – Is the schedule we’ve provided feasible?

A – Yes, it’s tight but feasible. Have to get going quickly.

Q – Tell me a little more about LEED certification?

A - Very expensive; it’s a great thing, but very expensive; have someone in the firm who is LEED certified. Can make the building environmentally appropriate; using basic green construction could do the same work. To make the HVAC system more efficient, the firm would be able to handle to make energy efficient but still be aware of budget. Adding insulation will help make energy efficient; replace windows to double pane; insulation in ceiling.

Q – Can you roughly estimate the cost of this interim project?

A – Probably $1million.

It was discussed that Doug is currently a selectman in Mansfield. We agreed TPL will get back to Annino within 2 week timeframe. They were agreeable with that time frame. They departed the meeting at 8:50.

Discussion followed about their ideas. Susan felt that their preparedness was lacking as compared to the other two companies. She voiced concerns that they didn’t show the credentials w/ the firms whom they contract out specifically for cost estimating. Limited experience w/ libraries. Annino didn’t show a strong vision for the function of the library.

Next meeting 2/8/12 at 7:00 at Miscoe Hill Middle School. DRA Associates will present at 7:00.

Meeting adjourned at 9:05.