

Approved January 9, 2014

Taft Library Building Committee Meeting
29 North Avenue (future home of Taft Public Library)
Then moved to current Taft Public Library
Mendon, MA 01756
Wednesday, December 11, 2013
7:00 p.m.

Committee Members Present:

Joe Cronin, Susan Darnell, Don Morin, Chuck Noel, Kevin Rudden, Moritz Schmid, Jay Washburn

Others Present:

Mary Bulso, OPM, Lamoureux-Pagano Associates
Andrew Jenrich, Library Director
David Eisen, Abacus Architects & Planners
David Pollak, Abacus Architects & Planners
Paul Puciata, Situ Inc.

I. Call to Order

The Committee began the meeting by touring the future home of the Taft Public Library at 29 North Avenue with Abacus/Situ representatives starting at 7:00 p.m. David Pollak took pictures of the building as the group checked out all areas on all floors.

At 7:15 p.m. the group recessed and moved to the current Taft Public Library to resume the meeting.

The meeting was called to order at the current Taft Public Library by Joe Cronin at 7:27 p.m.

II. Approval of Agenda

MOTION: A motion was made by Kevin Rudden, seconded by Moritz Schmid, to approve the agenda.

DISCUSSION: None.

VOTED: Unanimous.

III. After the meeting was reconvened, David Eisen asked that the Committee members introduce themselves and explain their roles on the Committee. After the introductions were finished, David Eisen asked if he could get a list of the contact names and emails to be used for correspondences to/from the Committee. Joe suggested that all correspondence go to/from Joe as chair, Paul as vice-chair, Don as Secretary and Mary as OPM. Don agreed that he would send the contact information to Abacus/Situ this. In return, David Eisen, David Pollak and Paul Puciata are to be copied on all correspondence to the designer firm.

ACTION: Send Building Committee contact information to Abacus/Situ. – Don

IV. Share Feedback from Stakeholders on Vision for New Taft Public Library

Susan explained that she and Andrew shared the original drawings from DRA with various townspeople and asked what was important for them to have in a new library. Andrew also spoke with staff and visited a couple of other libraries to get some ideas of what would be nice to have in the new Taft Public Library. They summarized the information in several documents and distributed hard copies of the following: 1) Survey Results – Visits with Community Groups, 2) Design Desires, and 3) Site Visits – Bolton Public Library and Leominster Public Library. They also distributed a document that contained information on the amount of shelving in the current library and a proposal for shelving in the new library in a document called Mendon Public Library Shelving. Don asked to get a copy of the handouts to be distributed to all committee members. A copy of each of the four mentioned documents is attached to these minutes.

ACTION: Send soft-copy of all handouts given out at meeting to Don to attach to the minutes. – Andrew

Susan explained that the Genealogy room may have to be expanded as the Mendon Historical Society has asked if the library could house some of their materials. Further clarification is needed on the shelving information as it was compiled by another library trustee and the former library director, and some of the information was confusing.

ACTION: Revisit the linear feet for shelving in the new Taft Public Library. – Andrew

Andrew and Susan explained that the children's program is one of the most vibrant programs currently offered and they would like to see dedicated space for ~15-16 kids during story time. The young adult program does not measure up with those offered by other communities as no space currently exists for this age group. In fact, the need for space was a common theme from many different groups, and it would be nice if space could be made available for groups of 15-20 people to meet. Andrew also suggested that dedicated outdoor space for kids' activities would be great to have, as he has to use the Town Hall, Senior Center or Clough School for activities that require more space than what currently exists at the library.

Susan explained that Mendon is a participant in the Green Communities program. The current chair of the Community Preservation Committee and Land Use Committee, Anne Mazar is willing to write a grant for the new library for boilers, energy efficient windows, insulation, lighting, etc. The grant application is due in March of 2014. Anne would like to meet with the Abacus/Situ team soon to begin discussing the grant application. David Eisen asked if he could get some information on what the Green Communities program would like in return for the grant. Can he get a checklist of what is required as part of getting the grant? Susan agreed to contact Anne to try to gather this information.

ACTION: Contact Anne to try to gather a checklist of information on what the Green Communities program would like in return for the grant. – Susan

ACTION: Abacus/Situ will suggest a day next week to meet with Anne Mazar to discuss the Green Communities program grant. – David Eisen

David Eisen asked if there was a topographic survey of the property at 29 North Avenue. The Committee members didn't think so, but Joe suggested we ask Fred Lapham from Shea Engineering. Kevin agreed to do this. Don shared the septic system plans with Abacus, but it contained no topographical information. Since Abacus had not seen the septic plans before, Joe suggested that we post them to the library website.

ACTION: Ask Fred Lapham of Shea Engineering if a site survey has been done at the location of the future Taft Public Library. – Kevin

ACTION: Post the septic system plans to the library website. – Andrew

David Eisen asked about future plans for the existing rectory building. The Committee members explained that there was no funding for the rectory in the budget, but all agreed that we should take into account the fact that the rectory is next door when plans for the new library are created, just in case the rectory can be used at some point in the future. The Abacus/Situ team had not seen the rectory drawings as they were posted to the website after the RFQ was posted.

When asked to summarize the highlights gathered from town residents, Andrew added a few other items such as the limited access to online PC's, stating that accessibility to WIFI would be essential in the new library, along with comfortable chairs to sit while visiting with friends. David Eisen asked if the town had a senior van and Kevin explained that one existed but that it was only available for medical visits and shopping on request. There is currently no regular transportation to the existing library. Don explained that the late bus from the schools to the library was removed from the school district budget for cost savings several years ago as well. David Eisen asked if data was available regarding the number of patrons using the current library, and Andrew agreed to provide this information to the design team.

ACTION: Provide library collection data via the ARIS report to Joe Cronin who will scan it and email it to Abacus/Situ – Andrew

David Eisen asked about the desired proximity between the work space and offices in the new library. Andrew prefers that they be in close proximity to one another with clear lines of sight to doors and open areas. Line of sight from the work room and office is also important. David also asked about getting a copy of the floor plans from DRA, and it was mentioned that they were posted on the library website. Don will send a pointer to the floor plans to the design team.

ACTION: Send pointer to floor plans created from DRA to Abacus/Situ. – Don

David Eisen asked Susan and Andrew what they dream about having in the new library. Susan stated that she would like to have air conditioning in the new library, and was thrilled to hear ideas about the bay window façade and porch on North Avenue. She mentioned that many people stated that they didn't want the new library to be a former church with lots of books inside. People would prefer to see a welcome appearance out front and be comfortable inside and out.

Andrew stated that he would like to see seating for both parents and children so parents can have a place to sit during children's programs. The children's room

should have lots of light, bright colors and be open at the back of the building with windows. It would also be nice to be able to cordon off space during specific times, allowing for meeting space for kids, adults or town meetings. Perhaps some space could be quiet for reading during the day and convert to a more lively children's space after school. Children could use the same space all day during the summer, and accessibility to meeting space when the library is closed for town meetings would be great. David Eisen mentioned that some towns even rent space in their libraries to make some money to offset operating expenses.

Joe suggested that Abacus set up a meeting with Blackstone Valley Vocational Technical High School in the near future to start some dialogue around what type of work the high school students might be able to provide. Joe also mentioned that there are possibilities for us to install solar panels on the new building for the cost of materials, as a local business is willing to donate the labor that is involved. It wasn't clear if the roof would support the weight of the solar panels, so this will need to be investigated.

Joe mentioned that we have a lot of open questions on our Decision Action Log that we wanted to review with the architects when they came on board, including the water supply and possible hazardous materials. It was suggested that we start looking into whether a public water supply is needed for the new building, and all agreed that we should start to investigate this and the potential for hazardous materials being on site as soon as possible.

ACTION: Start process of investigating what's needed for a public water supply. Send info received so far from MASS DEP to Abacus/Situ – Joe

ACTION: Send link and explanation of what's contained in the Decision Action Log to Abacus/Situ – Don

ACTION: Send a draft of an RFP for Industrial Hygienist consultants to perform a hazardous material assessment of the former church to Mary/Building Committee so they can review it at their next meeting – David Pollak

ACTION: Contact Town Counsel to determine who hires the Industrial Hygienist consultants – Joe

ACTION: Take a look at the roof of the former church to understand how many layers of material exist – Jay

At this point in time Don reviewed all the open action items with the group after which the designer services team left the meeting and the Building Committee continued with the rest of its agenda.

V. Approval of Meeting Minutes from November 20, 2013

MOTION: A motion was made by Kevin Rudden, seconded by Chuck Noel, to approve the meeting minutes from November 20, 2013.

DISCUSSION: None.

VOTED: Unanimous.

VI. Update on Recommendation of Abacus/Situ as Designer Services Firm to Board of Selectmen and Status of Contract Negotiations

Joe informed the Committee that the Board of Selectmen approved the selection of Abacus/Situ as the Designer Services Firm pending successful contract negotiations. Abacus/Situ is currently working with Bryan Leblanc from Town Counsel's office to agree on and finalize contract terms.

VII. Review Open Items on Decisions Action Log

#3 – Review Mass Building Code req'ts to understand impact of going from a church (A4) to a library (A3). – This item will now come off hold for further review now that we have an architect on board.

#56 – Contact Tim Watson to find out what type of water testing will be needed at the new site, what the expected cost will be and when it can be performed. UPDATE: Mary has recently spoken with David Eisen of Abacus about getting their engineers involved with this as soon as possible. Abacus/Situ will begin to investigate whether the new library needs a public water supply. STILL OPEN

#62 – Contact all three responders to the RFQ for Designer Services to inform them of the Building Committee's decision. UPDATE: Mary contacted all three responders to inform them of the decision. CLOSED

#63 – Contact Arcudi Oil to inform them not to deliver oil to the future site of the public library this winter. UPDATE: Andrew has contacted Arcudi Oil to stop delivery of oil to 29 North Avenue. CLOSED

#64 – RSVP to Lisa Lepore if you want to attend the Employee and Volunteer Holiday Party. UPDATE: A few members of the Building Committee plan to attend the Employee and Volunteer Holiday Party. CLOSED

#65 – Ask the Building Inspector if a variance will be needed for the new library building for lack of distance to center of street. UPDATE: Kevin spoke with Tim Aicardi who doesn't think that a variance is needed but needs to investigate further to be certain. Pre-existing buildings do not need the variance, but the change of use may change this. Kevin will follow up with Tim on this and update the Committee at the next meeting. STILL OPEN

VIII. Items not reasonably anticipated 48 hours prior to meeting

Joe mentioned that we received the November invoice from Lamoureux-Pagano for OPM Services in the amount of \$960 for 16 hours of Mary's time.

MOTION: A motion was made by Kevin Rudden, seconded by Chuck Noel, to approve payment of the invoice from Lamoureux-Pagano in the amount of \$960.

DISCUSSION: None.

VOTED: Unanimous.

IX. NEXT MEETING

The next meeting will be held in January when Abacus has something for the Building Committee to review.

X. ADJOURNMENT

MOTION: A motion was made by Kevin Rudden, seconded by Moritz Schmid, to adjourn.

DISCUSSION: None.

VOTED: Unanimous. The meeting adjourned at 9:16 p.m.

Minutes by Don Morin



Survey Results –
Visits with Community



Design desires.pdf



Site visits - Bolton
Public Library and Leo



Library Shelving.pdf