

Approved February 20, 2014

Taft Library Building Committee Meeting
Taft Public Library
Mendon, MA 01756
Thursday, February 6, 2014
7:00 p.m.

Committee Members Present:

Joe Cronin, Amy Fahey, Paul Fitzgerald, Dan Labastie (left at 8:20pm), Don Morin, Kevin Rudden, Jay Washburn (left at 8:40pm)

Others Present:

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

I. Call to Order

The meeting was called to order by Joe Cronin at 7:03 p.m.

II. Approval of Agenda

In the interest of the time of David Eisen and Paul Puciata Joe suggested that we move directly to the review of initial plans from Abacus/Situ. The Committee will then revisit the rest of the agenda items after the review.

III. Review Initial Plans from Abacus/Situ

Prior to presenting the initial proposal for the new Taft Public Library to the Committee (attached), David Eisen mentioned that he had spoken with Fred Lapham from Shea Engineering who stated that he could put together a proposal for a survey of 29 North Avenue, the future home of the Taft Public Library. He asked if we felt we needed three bids for this. Joe and Mary suggested we find out how much a proposal would cost and then determine if three bids were needed.

David stepped the Committee through the proposal and made key points along the way. Many of them are captured here. David stated that there is plenty of existing parking at the site. Paul asked if the number was adequate, and David stated that he hadn't checked into the Zoning By-Laws yet, but he didn't think it would be an issue. He did mention that his team still needed to check the lanes and distances within the parking area as well.

David informed the group that some limited demolition would need to take place, including the stairs in the back, the stairs in the front, and some ornamental stuff in the front of the church. He suggested selling or giving away some of the items to community members who might want them.

He showed how one would enter from the parking lot on the left side of the building at grade level, eliminating the need for an external ramp. When inside, one could

enter the top floor of the building via a few steps, or one could use the elevator that will be located off the main lobby entrance. This top floor will house the juvenile collection, picture books, etc. A reading porch is included at the front of the building, but it has no entry or exit to/from the outside of the building. There are two means of egress for the top floor, the main door and the stairs to the bottom floor.

The front porch spurred much discussion, including concern about someone potentially entering from the outside into the children's area unnoticed as well as concern about a child leaving the building unnoticed through this point. David suggested keeping the door locked except when a staff member is present outside with children. Andrew and the Committee members agreed that this item would require much more discussion.

When asked about shelving Paul Puciata stated that all the shelving that was requested is included in the drawings. However, Jay Washburn challenged that option B has less shelving than option A. David and Paul agreed to revisit the drawings to determine if all the shelving is indeed included and to add the linear footage to the drawings for us. They will also color code the shelving by collection type on the next revision.

ACTION: Add linear footage and color code by collection type to the shelving on the next revision of the drawings. – Abacus/Situ

When discussing the office space shown on option A but left off option B, Andrew stated that he would prefer to have an office as shown on option A. When reviewing the stairs that lead to the bottom level, David mentioned that they do not currently meet code. Dan felt strongly that we should remove these stairs because people will come into a nice new library and see these outdated stairs that don't meet code and it will look terrible. The Committee agreed that the stairs should be replaced. Abacus will determine how much it will cost to change the stairs.

ACTION: Provide a cost of replacing the stairs from the main level to the lower level with code compliant ones. – Abacus/Situ

When reviewing the plans for the bottom floor, David showed how they plan to excavate the back of the building to allow for entrance and exit at grade level, with a reading terrace outside the entry/exit door. He also showed how one could close off the rest of the library to be able to use this entry/exit for meeting space during hours when the library is closed. The Committee felt that this was something "nice to have" but depending on the cost it wasn't an absolute requirement. Other buildings in town (Senior Center, schools, etc.) that are used during non-business hours do not have this feature either.

David and Paul explained how furniture could be moved to allow for gathering space and/or meeting space for children's activities, public meetings, lectures, etc. of up to 25 people. It wasn't clear where the furniture would be moved to when these activities were being held, so Abacus/Situ agreed to provide this to the Committee.

ACTION: Show on the drawings where furniture could be parked when moved to allow for activities, meetings, lectures, etc. of up to 25 people – Abacus/Situ

David mentioned that there is no insulation in the building upstairs at this time. He suggested using three inches of rigid insulation along with fiber cement panels like HardiePlank. Paul Fitzgerald asked the Committee if we felt okay with the building not having a Colonial design. The group felt that since it was a new building it should take on a newer look, and Joe added that it wouldn't be cost effective to try to create a Colonial facade.

Joe informed David and Paul P. that the Mendon Board of Selectmen requested that the breezeway be knocked down. David expressed concern about this proposal and thought that it could be a problem as it isn't clear how this would logistically work. The oil tanks are located below, and this could be expensive. Since the rectory isn't in the scope of this project, who will pay for taking the breezeway down? The Committee agreed that this would need much more discussion with the Selectmen as we proceed forward. It would be nice to have a better understanding of the intended use of the rectory before proceeding with this action.

Andrew asked about having adequate storage space for children's crafts, unused materials, etc. David suggested that we could free up space in the utility room at the front and the mechanical room in the back. Andrew also suggested potentially using the space identified as the children's librarian space on the top floor of option A. Amy asked to include changing tables in both bathrooms, and Paul F. asked about a janitor's closet for quick cleanup of potential messes in the children's area. Paul P. mentioned that a janitor's closet could be added to either one or both bathrooms.

At this point Jay asked if the steeple and cupola were being removed, and David said they would be. David suggested that we consider giving them away or selling them. Jay was concerned about disturbing the roof, but the Committee felt that these needed to be removed to ensure that the new library didn't look like a former church. Kevin mentioned that a former church in Shrewsbury was adapted for a different use and it looks out of place.

At this point the group began discussing next steps. David stated that he needed direction from the Committee on plan A vs. plan B. What is missing from the plans? What don't we need? What storage is needed to support existing and future programs? Abacus/Situ will revise the plans based on the discussion from this meeting and will also provide the Committee with internal views. They will also start on a demolition plan and come up with pricing for some of the items discussed. They will also provide alternative layouts for how furniture can be laid out for meeting functions of up to 25 people.

ACTION: Provide alternative layouts for how furniture can be laid out for meeting functions of up to 25 people.

David stated that he knows we have an aggressive schedule and that he wanted to continue to move forward in the coming weeks on alternative plans. Joe stated that the Committee would post a meeting within the next week to gather feedback for Abacus/Situ. Mary also stated that she would work with David to review the existing schedule and revise it as needed.

ACTION: Review existing schedule and update it as needed. Mary/David

At this time David elaborated on his discussion with Fred Lapham from Shea Engineering. He said that Mr. Lapham wasn't convinced that the existing well doesn't qualify as a public water supply. David suggested that we consider getting Shea Engineering on the payroll to dig into this further. If a public water supply is needed, testing would be required. David also mentioned that one only needed a public water supply if the building occupancy exceeded 25 people more than 60 days per year. David asked if the library would have more than 25 people inside more than 60 days in a year. Andrew stated that a couple of times a week in the summer the children's program could exceed this, but he wasn't sure it would happen very often at other times. David suggested that Andrew determine how many times he thinks the library would exceed the 25 person occupancy and then write a letter stating that the occupancy would be <25 for at least 305 days per year.

ACTION: Write a letter stating that we don't anticipate that the occupancy of the new Taft Public Library will exceed 25 people more than 60 days per year.

Paul F. asked what seating capacity is suggested for a building like this. Paul P. stated that guidelines suggest 5 per 1000 residents, or ~30 for Mendon. The existing plans contain 38 seats, which exceeds the recommended guideline for patron seating.

ACTION: Document what the seating capacity will be in the lower level for meeting space. It was suggested that we keep it to 25 or less due to the concerns over the public water supply requirements. – Abacus/Situ

ACTION: Ask Shea Engineering for quote for a site survey. – Abacus/Situ

Mary asked about hazardous material testing, and if we should test for PCB's or just treat the building as if it was hot if/when we disturb anything like the windows. She suggested that the latter is the recommended way to go from a cost perspective. Mary and David will consult with a hazardous material consultant on this matter.

ACTION: Look into obtaining a quote for testing for hazardous material. – Mary/David

ACTION: Obtain a copy of the Mendon Zoning By-Laws and provide them to Abacus/Situ. – Mary

ACTION: Arrange a meeting with BVT to begin discussions on potential support of the project, like installation of insulation/siding panels, construction of furniture, etc. – Mary



Mendon Library
Presentation_2014_02

This completed the presentation portion of the meeting. At this time Dan Labastie had to leave the meeting (8:20pm).

David and Paul P. began to gather their things, put away the laptop and projector, etc. The Committee took a brief recess as this activity took place.

IV. Design Services Firm Contract Update

Joe informed the Committee that Abacus/Situ has signed the contract and provided three copies for the Mendon Board of Selectmen. Andrew agreed to drop the copies off with Diane Willoughby, Administrative Assistant to the Board of Selectmen on Monday when she returns to the office.

ACTION: Drop the signed copies of the contract with Diane Willoughby on Monday so that the Board of Selectmen can sign them. – Andrew

Jay Washburn had to leave the meeting at 8:40pm, leaving the Committee with only five members present. Due to the lack of a quorum at this time the Committee could not take up any further action from the posted agenda. The approval of the meeting minutes from January 9, 2014, the review of the open items on the Decision Action Log and the approval of payment of the invoice from Lamoureux-Pagano will be taken up at the next meeting.

V. NEXT MEETING

Joe suggested that the next meeting be held within a week to review the plans and compile feedback for Abacus/Situ. Don mentioned that since we can't post until the Town Clerk's office is present we can only meet Wednesday or Thursday of next week and still meet the 48 hour posting requirement. Andrew stated that the Taft Library Trustees are meeting next Wednesday because their meeting this past Wednesday was canceled due to the snowstorm. Therefore, Don agreed to post a meeting for Thursday, February 13th at 7:00pm.

VI. ADJOURNMENT

The meeting adjourned at 8:54 p.m.

Minutes by Don Morin