

Wolfeboro Public Library Board of Trustees

Building Committee Minutes

May 4, 2018

Attending: Cindy Scott, Candace Thayer, Kathy Barnard, Joyce Davis, Nancy Ghirardini, Barbara Wilmer, Roger Murray III, Doug Smith, Linda Wilberton, Inger Woerheide, Architects Ron Lamarre and Eric LeBlanc.

Candy called the meeting to order at 9:02. Kathy moved and Nancy seconded that the minutes of May 4, 2018 be approved. The motion carried.

Nancy Hirshberg, who facilitated the energy efficiency study, was present and requested information concerning the implementation of recommended measures to improve the building project's energy efficiency. Ron stated that the attic insulation has been upgraded and insulation will be installed around the foundation. They are looking at the insulation of the walls and upgrading of the windows. They are considering two different types of wall construction: wood vs. metal for non-load bearing walls. They cannot put insulation under slab in the existing building so it would be inefficient to put insulation under the slab in the new section. Ron recommended retaining Andy Shapiro, who did the study, if funds are available to ensure the building is made as energy efficient as possible. Ron has calculated that it will cost approx. \$200,000 to implement all of Andy's recommendations. We would need approximately \$150,000 from donations; discussion ensued concerning whether fundraising was possible with the language in the warrant article. Ron said he would need the additional funds to be raised by the end of May or it can be taken from current budget and replaced once funds are raised. The risk would be that funds are not replaced by donations and it would impact the project. Regardless, when the project goes for bids, bid alternatives will be requested for some of the windows and wall treatments.

The contract for Milestone has not been signed, but Frank Lemay was provided a letter of intention on May 7 which will allow them to move forward. The request for bids will go out on or around September 1. Ron will ask Frank for a rough schedule so that library staff can make plans.

Ron presented the latest renderings of the updated interior. He pointed out that he had lowered a portion of the circulation desk, modified the storage room, rearranged the children's librarian's office and the children's area. He will be contacting Chip Hagy, a library furniture consultant for recommendations on furniture. Chip specializes in libraries and his costs are less than other consultants. Chip will create a budget and develop specifications to go out to bid.

Ron calculated that the conference room will hold 16 persons which is the amount allowed by code. He recommended that the meeting room and conference room be combined into one room with built-in cabinets/shelves so that it can be used as a maker space as well as other functions. Cindy will discuss with library staff. Ron stated that each of the conference and

meeting rooms will have white boards and a e-link projector or similar that can be used as touch screens when projected. Discussed incurred concerning moving the periodicals to a quieter area. The amount of linear feet of shelf space is still of concern, Eric will be calculating based on data provided by Cindy. The non-fiction collection may be downsized which will affect the amount of shelf space needed.

Slat walls in various locations within the interior were discussed. Ron stated that “owner walkthroughs” will occur during building so that necessary changes can be implemented easily. Ron said that 2-3 interior paint colors should be selected because any more than that would not be appropriate for a building this size.

Eric will work with Cindy on LED fixtures to reuse approximately 30 existing fixtures to be supplemented with new fixtures. A lighting consultant will be retained to assist. The cost of the LED lights varies by color.

The exterior of the building was discussed and Ron showed the latest renderings. A couple of changes were agreed to concerning placement of windows near ground level. The location of the book drop still needs to be resolved along with other parking lot issues.

Floor coverings were discussed. Ron and Eric brought several samples that were passed around and the samples’ designs were shown on renderings. The committee discussed using a similar floor design to what is currently in the library. Ron said that it has been discontinued but they will bring similar samples to the next meeting. He urged committee members to research commercial flooring and to bring ideas to next meeting.

Eric will make the requested changes to the renderings and will forward to Cindy to present to staff and to the planning board.

The meeting was adjourned at 11:12

Respectfully Submitted,

Susan Raser

Next meeting – May 18, 2018, 9:00 AM.