

**Library Board of Trustees Building Committee  
Minutes  
May 29, 2014**

**Attending:** Cindy Scott, Joyce Davis, Prue Fitts, Mike Hodder, Candace Thayer  
J. Stewart Roberts, Architect

Stu translated Cindy's 2014 Draft Building Program Summary into a numerical square footage spreadsheet and visuals to scale representing the square footage, shelving and seating for each area. The Committee and Stu adjusted and refined each area. Stu will use this as a basis for a first pass on floor plans.

Goals plus current and emerging library trends were part of the discussions relative to the library programmatic areas.

- There is a trend towards lounge seating with laptops.
- The WPL will have no reference desk or collection. Reference materials are incorporated into Adult Non-fiction.
- There are tables on wheels which can be folded. These can easily be arranged in seminar or conference style.
- Wi-fi is the way of the future and allows for flexibility.
- Cindy is looking for a building that is more open and flexible with a capability to repurpose space.
- The Local History Room needs
  - After-hours access
  - Locked cases
  - Opportunity to hang some of the historic, nice artwork
- Periodicals and a coffee station could be combined.
- Food and drinks are allowed anywhere in the Library.
- The Young Adult Area will not be a separate room.
  - It could be located in a corner of the main library.
  - Supervision sight lines necessary
  - Brighter colors to identify collection area
  - Four lounge chairs
- Children's Area
  - Separate room for sound control; glass walls
  - Sofas to accommodate parent and child interaction
  - Play area
  - No computer carrels
  - Separate bathroom within area
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- Story Hour/Crafts Area
  - Located between children's and adult areas
  - Multigenerational
  - Furniture for children and adults which can be switched out for scheduled activities
  - Part-time "maker space"
  - Adjacent storage
- AV closet
- Downsize multipurpose room to seating for 100 people
- Kitchenette
  - Catering kitchen type appliances
  - Two doors
- Staff Rooms
  - Book processing – 3 staff
  - Technical Services – 2 staff
  - Circulation Office – 3 staff
  - Director's Office
  - Administrative Assistant Office
  - Children's Librarian Office (in Children's Area)
  - Volunteer space
  - 500 sq. ft. to accommodate offices
  - Employees want desks – not counters
  - Not in corridors
  - Staff lunch room
    - Microwave
    - Refrigerator
    - Cooktop or stove could be a safety code issue
- Friends' space
  - Work room
  - Adjacent space outside Friends' Room
    - Book sale area – face out shelving
    - Original circulation desk from Town Hall; semi-circular shape
- Network printers and copiers – near Circ Desk

Stu revisited the floor plans developed during the 2010 Feasibility Study and their layouts on the combined properties. The group focused on two options – renovation/addition on the combined lots and a new one story building on the Glidden lot.

The pros and cons of renovation/addition are:

- Pros:
  - Perception that renovation/addition saves money
  - Can remove meeting room as it is not part of the original block construction
  - Block walls can be insulated from the inside
  - Can keep some of the block walls; the rest of the building would be new
  - North light exposure preferable
  - Preserve “soul of the building”
  - Not having to share library lot and parking with another department
- Cons:
  - More expensive than new construction
  - Seismic issues with unreinforced masonry
  - Constrained by the walls and dimensions of existing building
  - Only places to achieve connection between the old and new buildings are the existing windows and doors
  - Only thing we would be keeping are the block walls
  - Steel framing for roof solution very expensive
  - I-beams don’t give lateral stability
  - Library would need to relocate during construction

The pros and cons of a new one-story building on the Glidden lot are:

- Pros:
  - Less expensive than renovation/addition
  - All systems new
  - More efficient to operate
  - Less expensive to operate
  - Library can operate in existing building during construction
  - Stu not worried about placing building on the Glidden lot; can do 25 ft. wide driveway
  - Perception that repurposing the existing building is a good thing and solves a problem for the Town
- Cons:
  - Sharing library lot and parking with another department
  - Building would have to be more “box car” shaped to fit on the property
  - Less flexibility in design schemes

Cindy said whichever solution we choose cannot exceed \$5 – 6,000,000. It is hoped that the almost 25% square footage reduction Cindy is proposing will translate into commensurate savings on the 2010 estimate of <\$8,000,000.

Future meeting dates were discussed. Barbara Widmer cannot meet on Thursday afternoons. Dates chosen are:

- Friday, June 27 at 3:00
- Friday, July 11 at 2:30

Stu will have “first pass” floor plans and programmatic adjacencies options. “Design/Build” alternatives will also be discussed.