

Wolfeboro Public Library  
Board of Trustees  
Building Committee

Minutes: May 4, 2016

Meeting opened: 2:04 PM

Attending: Candy Thayer, chair; Mike Hodder; Susan Raser; Cindy Scott; Barbara Widmer; Joyce Davis; Pat McLaughlin; Bob Cain; Nancy Ghirardini; Inger Woerheide, Roger Murray; Kathy Barnard.

Joyce moved to accept minutes from February 19, 2016 building committee meeting. Mike seconded. Minutes were adopted by unanimous vote.

Cindy provided an update on the Request For Qualifications (RFQ) process. 27 people representing 12+ firms attended interest session and 10 submitted RFQs. The 10 submittals were reviewed by the planning sub-committee (Dave Ford, Rob Houseman, Candy Thayer, Joyce Davis, Mike Hodder and Cindy Scott) on February 28, 2016. Four stood out from the others and those will be invited for interviews on May 13, 2016. They are:

1. Johnson-Roberts Architects with Bonnette, Page and Stone Contractors
2. Lavalley-Brensinger Architects with Bauen Contractors or Milestone Engineering
3. Scott Simon Architects with Milestone Engineering
4. SMP Architects with Bauen Contractors

Of those, only Johnson-Roberts submitted during previous RFQ process. At the present time, nothing is off the table including a new building if that can be accomplished for \$5 million. The components will remain the same in the new proposals, but things could shift or move. Once it was determined that roof must be replaced to bring it up to code, it significantly changed the requirements for the library renovation and additions. The roof over the main part of the library has to be completely replaced while the roof over the meeting room may not have to be replaced. The skylights will have to be replaced because they cannot be repaired.

Once an architect/contractor is selected, engineering and cost studies will be conducted. Once the roof solution is selected and incorporated into the plans, a budgetary maximum price will be established by the architect. The target date is October 2016. Materials will be chosen. Construction drawings will be created. Once those are complete, the guaranteed maximum price will be set and the architect cannot exceed that amount once established.

The contract will likely be awarded this month. Engineering and other studies will

commence depending on available dollars. In March of 2017, a town warrant authorizing the LBoT to expend monies from its Building Fund will be on the ballot for approval. In March of 2018, a town warrant approving the construction of the Library Project will be on the ballot for approval. If the vote is affirmative, we expect ground-breaking to occur in Spring, 2018.

The RFQs presented by the four architects selected for interviews indicate all have done projects similar in scale and have come in under \$5.5 million. It is possible we may end up with a plan for less than we anticipate and we may be able to include landscaping in the budgeted amount. All of the architects have indicated they are able to work within the \$5 million to accomplish the requirements.

It was agreed that a smaller group should be established to work with the contractors during planning and construction because many decisions must be made quickly and cannot wait for a Building Committee meeting. A team was established by the Town Manager for the renovation of Town Hall and they met every week.

Discussion ensued about creating a wish-list for items not currently included in the projected price. Ideas were as follows:

- A storage closet for The Friends of the Library
- A closet for Library staff
- A gas fireplace
- Additional windows everywhere they can be placed
- Additional lighting, including special fixtures and outside lighting
- Increased daylighting
- Automatic sensors for heating and cooling that adjust for number of people in the building
- Make the library as green as possible
- Windows that open, especially in staff spaces but everywhere in library
- Porch
- Outdoor seating on porch and elsewhere
- New sign in front of library that includes information board that is easily changed
- State of art hard-wired electronics, media and white boards in meeting room
- Light sensors throughout to shut off lights in areas not being used
- Friendly, well-ventilated restrooms that are easy to clean
- Lower stacks for books
- Wiring for future lighting even if funding is not available at the time to purchase the fixtures
- Soft climbing structures for children and stacks on casters so that they can be easily moved for children's programs
- Less inside walls
- Functional, comfortable furniture
- 2 to 4 ft. addition on office wall side of building
- Solar component to the roof

Naming opportunities were discussed but committee previously agreed to wait to create opportunities. We will ask the architects if they have been successful with naming projects.

The next meeting was set for May 18 2016 at 2:00 pm.

The meeting was adjourned by unanimous vote at 3:15 pm.