

Building & Grounds Committee Meeting  
March 16, 2018  
10:00 AM

Present: Peter Sugar, Chair; Martin Dermady; Barbara Myles, Library Director; Rachel Young, Bargmann Hendrie + Archetype, Inc.

- 1) Discuss cost estimates for the First Floor Redesign Project with staff from Bargmann Hendrie + Archetype.

Rachel Young brought revised conceptual designs with pricing information to this meeting. She divided the design into eight sections or alternates. Each alternate has its own cost so it will be possible for the library to select which alternates to move ahead with. The estimated cost of the project is \$732,000. Please note that the costs were calculated with the assumption that construction would take place in the first quarter of 2019. Peter asked Rachel to recalculate the estimates with the assumption that construction would take place in the first quarter of 2020.

- 2) Alternate 1 – Program Room

The part of the Reference Room that is closest to Trapelo Road will be turned into a meeting room. Five small tables can be joined together to make a conference table that can seat ten people. Or, the tables can be moved separately to various parts of the room. Luxury vinyl tiles (LVT) will replace the carpet which will make the room easier to clean. All of the bookshelves will be removed from this area. A glass wall and doors will separate this area from the Reference Room. A new ceiling will be installed.  
Cost: \$112,000

- 3) Alternate 2 – Reference Room

The short wall (7' 8") near the turret that contains book shelves, would be removed. This would make the turret more visible from the Reference Room. The wall separating the lobby from the Reference Room would have book shelves. However, all other bookshelves would be removed from the Reference Room. Instead of demolishing all of the shelves, it was agreed to keep most of them.

Two public computers would remain and they would be located in front of the bay window. Comfortable seating areas would be added on the Library Lane side of the Reference Room to create a lounge. The Reference Desk would move to the corner where the new fiction books are located.

The lighting plan shows one line of lights in the middle of the Reference Room. It was agreed to spread out the lights across the ceiling.  
Cost: \$150,000

- 4) Alternate 3 – Convert Turret into a Small Meeting Room

A glass door would be added to the turret room. It was agreed not to add window treatments. The library is a public place and is open to everyone. No one is given privacy. The HVAC upgrades proposed may not be necessary because the turret room already is its own heating and cooling zone (zone number 7). The existing HVAC system cannot adequately heat and cool the turret room during extreme temperatures. When a new HVAC

system is installed, this problem should be resolved.  
Cost: \$45,700

5) Alternate 4 – Convert Check-In Counter into Welcome Desk and Self Checkout Counter

The proposed Welcome Desk would have two staff members sitting very close together. It was agreed to make a smaller desk that would be the Reference Desk. It would not extend out into the lobby. The location of the Circulation Desk would remain where it is.

Cost: \$90,000 (The smaller Reference Desk will reduce this cost estimate.)

6) Alternate 5 – Enlarge Existing Public Restroom

To make the existing first floor restroom ADA compliant, wheelchairs need a five foot turning radius. The conceptual design shows a slightly smaller turning radius. Perhaps the restroom can expand into the space where the hallway is now or the toilet can be turned to face the door.

Cost: \$70,000

7) Alternate 6 – Staff Workroom Renovation

To reduce the cost of the project, the Staff Workroom renovation will probably be removed from the project.

Cost: \$160,000

8) Alternate 7 – Gallery Renovation

When BH+A staff visited the library in February, there were small paintings on the gallery's walls. In March large paintings are on exhibit. The four foot high shelves proposed by BH+A would be too high. It was agreed to remove the gallery shelving from the conceptual design. It was also agreed to retain much of the shelving in the Reference Room.

Cost: \$47,000

9) Alternate 8 – Patio Furniture

BH+A's conceptual design shows more furniture than is on the patio now. To make room for additional furniture, the plants would be removed from the terrace. This alternate will be removed from the project to reduce costs.

Cost: \$10,000

Meeting adjourned at 11:30 a.m.

Respectfully submitted,  
Barbara Myles  
Library Director