

MEETING MINUTES

2019 JUN 24 AM 8:59

<b>Project:</b> Belmont Library Belmont, MA	<b>Meeting Date:</b> June 4, 2019
<b>Time:</b> 7:00 PM	<b>Meeting Location:</b> Belmont Library – Flett Room
<b>Meeting:</b> Library Building Committee - #13	<b>Report By:</b> Alicia Monks
<b>Attending:</b> Clair Colburn, Chair Bob Schafer Kathy Keohane Steve Engler Jenny Fallon Heli Tomford	Peter Struzziero, Library Director Marcie Schorr Hirsch Bob McLaughlin Conrad Ello, Oudens Ello Architecture Noel Murphy, Oudens Ello Architecture Phil Chang, Oudens Ello Architecture Alicia Monks, Daedalus Projects
<b>Absent:</b> Steven Dorrance Bart Nelson Stephen Sala, PBC Sally Martin	Sara Eardensohn, Oudens Ello Architecture Glen Valentine, Stimpson Julia Shapiro, Stimpson

Item	Action
<p>13-1 Amended Meeting Minutes dated May 21, 2019 from the Library Building Committee meeting were approved. MOTIONED by Bob McLaughlin and SECONDED by Jenny Fallon.</p> <p>The posted meeting for the May 19, 2019 Community Meeting did not have a quorum.</p>	
<p>13-2 During a recent Town Meeting, the Town Moderator was questioned as to why there is not better sustainability representation on the Town’s building committees. Since then, Clair Colburn and the Town Moderator have discussed appointing Madeline Fraser Cook, who has excellent qualifications and currently serves on the Housing Trust. By tomorrow, the Committee hopes to hear that she has been appointed by the Town moderator to serve on the Library Building Committee.</p>	
<p>13-3 Invoice Approval included: Oudens Ello’s Invoice for \$20,105.86 was reviewed and approved pending Sally Martin’s approval. MOTIONED by Jenny Fallon and SECONDED by Bob McLaughlin.</p>	
<p>13-4 Oudens Ello reviewed some highlights of recent floor plan revision:</p> <ul style="list-style-type: none"> <li>- The Friends of the Library space is now shown at approximately the appropriate square feet, however the location still needs some modifications.</li> <li>- The Children’s Craft Room should have multiple sinks shown. The location of the room was shifted to the brook side of the building.</li> <li>- Designated stroller parking was added to the floor plans. The number of spots is to be reviewed with the Children’s Room Librarian. While there will be a limited number of stroller space during large children’s events, there should sufficient space for day-to-day use of the Children’s Room.</li> <li>- The big seat stair within the center space was discussed. The egress stair along the side will need to have a continuous handrail. Periodic openings within the handrail will allow access to the bigger seat steps. There may be some cushions on the seats, but the details are yet to be determined.</li> <li>- The area between the Claffin Room and the Belmont Room is now shown as an enclosed study room with display space.</li> </ul>	
<p>It was noted that the plans still require some refinement but are getting close to a cohesive schematic design that appropriately reflects the Library Building Committee’s input and vision. The goal is to refine the design until the building square footage is below 40,000 sf.</p>	OEA

APPROVED

13-5	<p>There was a discussion about possible future planning for a food and drink area within the library. While nothing is being included in the design at this time, it was agreed that minimal plumbing and electrical services should be included in the planning for a potential coffee maker for public use near the gathering stairs. The primary objective for the seating near the gathering stairs is to provide an open area where people can talk and eat within the library, similar to the Cambridge Public Library that the Building Committee visited.</p>	
13-6	<p>Revised versions of the exterior elevations were presented. The earlier elevations presented at the Community Forum were composed of approximately 54.7% glass. It was confirmed that the preliminary calculations of the earlier building design met the energy code. However, in response to the concerns raised at the Community Forum, Oudens Ello presented in-progress designs of revised elevations with less glass. The revised amount of glass was calculated to be at 44% of the total elevations. The Library Building Committee liked the direction of the design with less glass at the exterior. Oudens Ello will continue to refine the design of the exterior elevations with a goal of 40% exterior glass.</p>	
13-7	<p>Second meetings with the Veterans Memorial Committee and the Historical Society will need to be scheduled to follow up on the design and review the design progress.</p>	
13-8	<p>There was a discussion about the existing war memorial that is located in the library main entry lobby. The Library Building Committee discussed the intent of preserving the memorial as a historic artefact and reinstalling it within the interior of the library at a location to be determined. The existing memorial is very impactful and its location within the new library should be respectful and not minimized.</p> <p>The Veterans Memorial Committee had expressed interest in a new memorial and that it be installed in a prominent location within the new library, with some needed name corrections made. Some members of the Library Building Committee expressed concerns about duplicating and competing with the Belmont Memorial at Clay Pit Pond. This will be an ongoing and open conversation amongst the Library Building Committee with all parties until an appropriate resolution is agreed upon.</p>	LBC
13-9	<p>Oudens Ello was asked to identify any needed feedback from the Library Building Committee.</p>	OEA
13-10	<p>In order to finalize the Zero Net Energy (ZNE) Report presented at the previous Library Building Committee meeting, a few items needed to be added in response to the feedback heard at the presentation:</p> <ul style="list-style-type: none"> <li>- State the R-Value assumptions</li> <li>- Address the potential of additional photovoltaic panels</li> <li>- Potential to reduce the amount of exterior glass</li> <li>- Account for Belmont Light renewable energy assumptions</li> <li>- List available incentive programs</li> </ul> <p>The final report is anticipated to be delivered by the end of the week. Oudens Ello will prepare a response to the question raised about a sloped roof on the building.</p>	OEA
13-11	<p>The Library Building Committee and Oudens Ello will research the implications of buying renewable energy credits for the project to potentially offset any energy that cannot be produced on site to provide for a truly net zero building. At this early stage of design, the energy consumption and solar panel production will be based on schematic design level assumptions.</p>	
13-12	<p>A draft version of an online survey intended to solicit the opinions and input from the Belmont community about the preliminary design and Library Building Committee's process to date was reviewed. The survey was intended to cover four basic categories:</p> <ul style="list-style-type: none"> <li>- Basic respondent information</li> <li>- Level of community process participation</li> <li>- What services, spaces, and activities are most important</li> <li>- Level of satisfaction with the preliminary library design and overall community process to date</li> </ul> <p>The survey will be announced at the Town Meeting on June 5<sup>th</sup> and is anticipated to be available on the Library and/or Library Building Project website by the end of the week. Paper copies will also be made available.</p>	

13-13 The Library Building Committee will prepare some talking points for the library staff to instill the need for consistent messaging regarding the pending project.

LBC

13-14 At the next meeting, the Library Building Committee will be reviewing the meeting schedule for the summer.

The meeting was ADJOURNED.

**Next meeting:** Tuesday June 18, 2019. Meeting will be held in the Flett Room of the Library.

Reminder