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## TOWN OF UPTON, MASSACHUSETTS

### Upton Joint Library/COA Feasibility Committee

#### MINUTES

Committees: Library/COA Feasibility

Meeting Day, Date, and Time: Monday, October 26, 2015, 6:30 PM

Location: Ground Floor Conference Room, Town Hall

Library Feasibility- COA Committee Members present

Chairman William Taylor, Janice Norwicki, Steven Rakitin, Leah Hagen, Bob Fleming, Kelly McElreath,

ASSOCIATE MEMBERS: Matthew Bachtold, Library Director

OPM: Steve Kirby

1. Call meeting to order, review agenda. Meeting was called to order at 6:38 p.m.
2. Site Selection: We have been advised by the Architect that Centennial Court is too small for our project.

Motion by Kelly McElreath, seconded by Bob Fleming, to disqualify Centennial Court.

Unanimously voted by Committee.

Bill Taylor will follow up with Town Manager regarding the process to notify the owner of the property. What does this mean?

Bill Taylor discussed how the working committee determined all Town-owned sites are unfeasible. The Architect will give us cost analysis but at this point she is concentrating her designs on Maplewood Cemetery and Pederson property. Steve Rakitin updated the Committee regarding a discussion with Doug Keniston. Since his property abuts the Pederson location, we may have the option to get more land. This could assist with Conservation issues. John Robertson will follow up with Doug Keniston.

149 Main St is still possible but much work still needs to be done and it may not meet our timelines.

3. Sketch of building reviewed: Mathew Bachtold handed out the latest sketches of the proposed building. Matthew and Jan have reviewed the layout and noticed some missing areas that will need to be included. There was some security concerns about the shared restrooms with 2 exits.
4. Square footage: Matthew Bachtold asked the Committee for feedback regarding the square footage of the building. With everything included, the total square footage would be about 22,000 square feet.

Steve Rakitin noted concern regarding public relations in getting approval for this project at Town Meeting and ballot vote. It was noted the meeting rooms are 3,000 square feet and that is the same as the current facility. Voters may find the size extravagant and vote against it.

Matthew Bachtold stated if we go smaller, than the building plan would not be met and we would not qualify for the construction grant. He estimated the library could go as small as 10,000, but there would not be a MBLC grant for that square footage. The Committee members discussed how a shared building is a good argument for why this building is needed. Research has shown, if a new Council on Aging building is built, it will attract triple the visitors.

It was noted a MBLC grant assists Towns in creating an adequate library building from an inadequate building. The cost for the Town for a smaller building could be the same as a larger building with the grant assistance.

Meeting Code and ADA requirements at the current location of 3,000 square feet would double the size of the building and would not add any additional services.

Much discussion ensued regarding the size and promoting its approval at Town Meeting and ballot. A 20,600 square foot building could cost an estimated 10M and that number seemed high to the Committee members.

It was determined Matthew Bachtold would speak with the Board of Trustees to get their input regarding the following options:

- Build larger COA/library with grant
- Build just library with grant
- Build smaller COA/library without grant.

Matthew Bachtold will come to the next meeting with feedback.

Motion to adjourn passed unanimously at 8:30 pm

Submitted by Kelly A. McElreath, member

Date: December 14, 2015