

**Wayland Free Public Library
Library Planning Committee
Minutes of Meeting on January 25, 2017
Raytheon Room, Wayland Public Library**

Present: Lynn Cavanaugh, Maureen Cavanaugh, Christine Cipriani, Tom Fay, Aida Gennis, Neil Gordon, Anne Heller, Sarah Hubbell, Ann Knight, Lynne Lipcon, Tim Marsters, Dana Mastroianni, Sandy Raymond, Barbara Scolnick, with Chris Blessen from Tappe.

Call to Order at 7:05 p.m. by Tom Fay.

Minutes of Previous Meetings

The minutes of the meeting of July 27, 2016 were approved unanimously. Minutes from failed meetings of May 27, 2015, June 17, 2015, September 15, 2016, October 13, 2016, and November 10, 2016 were also approved unanimously.

Review of WLPC activity since July 2016

Due to several failed meetings throughout the previous fall, Ms. Gennis updated the committee on progress made, including (but not limited to):

- 195 Main Street would be the site used in the state application
- Both the School and Recreation Departments were consulted about siting of the library
- 207 Main Street is not included as a proposed site in the application
- School and Recreation Departments and Library Trustees each voted to approve the siting of the building at 195 Main Street
- Board of Public Works and the Board of Selectmen voted to transfer the 195 Main Street parcel of land for combined use to the Library, Recreation Commission and the School Department (per a division agreed to by these 3 boards)
- A community-wide forum was held at the Town Building (11/2/16), at which sketches were distributed, questions fielded, input taken.
- Final MBLC grant application written and hand delivered on January 24, 2017 (two days ahead of the deadline).
- Still under consideration is where the School Department will park buses. We understand it will not be at 207 Main Street. There are 4 viable options.

Proposed Design Discussion

Mr. Blessen reviewed the design drawings and provided both a virtual walk-through of the building for individuals and a virtual guided tour for the group. Discussion ensued on:

- Outside wall running north/south along Main Street
- Western exposure and how best to mitigate hot sun (triple glazing of windows seems the most viable option)
- Teen space upstairs and how to contain noise
- Number of seats, counter space/high tops, moveable stacks
- LEED certification

Both Ms. Gennis and Mr. Fay stressed that everything the committee is seeing now are estimates – both costs and design.

Proposed Cost Estimate Discussion

Total estimated cost of a new library as planned is \$29.2M. This figure is higher than anticipated in part because the PMBC requested a 3-year escalation number of 6% be used, which is a bit higher than is included in other town proposals; the cost includes all ancillary but necessary tasks (i.e. traffic study, demolition, HAZMAT disposal, etc.); is inclusive of both eligible and non-eligible costs for state reimbursement. Grant should cover approximately 40% of reimbursable costs. Based on current estimates, grant might be approximately \$10.5M; cost to the town might be \$19M. LEED certification might earn us more grant money but might be offset by increased costs to achieve this level of certification.

The proposed library design is 33,530 sf, costing approximately \$600 per sf for construction. Ms. Gennis met with the Finance Committee and learned they will be attentive to our debt ratio and we will have continuing conversations to update them of progress of our application.

Votes and Next Steps

The Library Planning Committee voted unanimously to accept the proposed design of the new library and approve the submission of the application to the MBLC.

The Library Planning Committee voted unanimously to approve the proposed budget for the project.

An Article has been drafted for inclusion at April's Annual Town Meeting 2017, seeking the town's acceptance of the preliminary design. It will require a majority vote to pass and it must pass at this Town Meeting in order to be officially submitted so the application can be considered for state grant funding. The MLBC cannot consider a grant proposal without the backing of the town. Ms. Gennis will present the budget to the Finance Committee in early February. FinCom's support will be helpful in gaining the necessary votes. The Library Planning Committee was encouraged to help with 'get-out-the-vote' efforts. Discussion ensued around efforts to raise private, contingent donations in advance of Town Meeting to show wide support. Ms. Lynn Cavanaugh will assist in this effort; a goal of \$2.5M to cover budget items ineligible for state reimbursement is the focus. The Library Director, Dana Mastroianni, can be on the floor at Town Meeting despite not being a town resident. The MBLC will announce grant recipients, a waitlist, and denials in July 2017.

The Library Planning Committee voted unanimously in favor of the submission of the Article for Town Meeting.

Adjourn

The meeting adjourned at 9:15 p.m.

Respectfully submitted by Sarah Hubbell.

Documents distributed:

Agenda

Minutes of July 27, 2016

Architect Drawings, MBLC Grant Application submission

Cost Estimate: Eligible/Non-Eligible Project Costs Summary