

## MARLBOROUGH LIBRARY MEETING MINUTES

<b>Project:</b>	Marlborough Library Marlborough, MA	<b>Meeting Date:</b>	May 14, 2020
<b>Time:</b>	6:30 PM	<b>Meeting Location:</b>	Teams Conference (Remote )
<b>Meeting:</b>	08	<b>Report By:</b>	Alicia Monks
<b>Attending:</b>	Margaret Cardello, Library Director Andy White, Facilities Supervisor John Irish, City Councilor Dennis Cavanaugh, Community Member Samantha Khosla, Library Trustee Steve LeDuc, Community Member  Arthur Vigeant (Mayor) Mark Gibbs, City IT Director 		

Item	Action
<b>08-1 Meeting Minutes</b> Samantha Khosla made a MOTION to APPROVE the April 9, 2020 meeting minutes. Andy White SECONDED the motion.  Roll call vote Margaret Cardello, Andy White, John Irish, Dennis Cavanaugh, Samantha Khosla, Steve LeDuc, Tom DiPersio, and Tom Abel were all in favor. Motion was unanimous.	
<b>08-2 Mayor's Update</b> Mayor Vigeant wanted to address the Building Committee directly to provide an update. He reported the good news that the property at 25 Witherbee Street will be purchased by the City by the end of June. This will put the project in good shape for additional parking. The City will be working with the tenants to move out.  The houses on 28 Witherbee Street and 49 West Main Street are scheduled for demolition within the next couple of weeks. The utilities are disconnected, and permits have been awarded.  At the Walker Building, sign off for the inspection of the elevator is only outstanding item.  The Mayor has asked the State for a two year delay in the construction of the library project. There may be a 15% reduction in State Aid, which will affect the City's budget this year. The City budget will be close in part to the	

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<p>spending freeze put in place. The library will not be moving into the Walker Building at this time.</p> <p>The Building Committee has been asked to move the design forward to a point where it will be ready for construction. To be clear, the project is not canceled. There is a need to have a stronger understanding of the City's finances before the construction can start. The intention is to bring the design to about 95% and have it ready to bid.</p> <p>The Design Development documents will be estimated in June. The total project budgeted dollar number will not change. The project will be estimated based on today's knowledge and will anticipate the future bidding market.</p>	
<p><b>08-3 Design Review</b></p> <p>LLB reported they are getting the Design Development (DD) documents ready for estimating. Mallory reviewed the documents and the progression of the design since the last meeting. The intent of using fritted glass and window shades to control the sunlight along the Main Street (south) side of the building was reviewed. Examples and precedents will be presented at the next meeting.</p> <p>No mature trees are being added as part of the shading strategy. The existing trees along Main Street will remain but are not shown in the renderings to allow for unobstructed views of the proposed building.</p> <p>At the courtyard, part of the stair from the parking lot are shown to be more like an amphitheater, allowing for a seating area into the hill side. Concerns about the maintenance of the plantings were expressed.</p> <p>At the next meeting, more detailed images of the interior design and spaces will be presented. LLB will be meeting with the library staff to review the interior spaces and circulation desks in detail.</p> <p>There may want to be a furniture and finishes sub-committee which would include a smaller sub-set of interested parties.</p> <p>The DD drawings will be made available in DropBox for the Committee to review in late June.</p>	
<p><b>08-4 LEED</b></p> <p>The project anticipated pursuing LEED Certification. The MBLC offers a separate grant to cover the costs associated with the certification process.</p>	
<p><b>08-5 Adjournment</b></p> <p>There was a MOTION to adjourn the meeting made by Tom Abel and SECONDED by Dennis Cavanaugh.</p> <p>Roll call vote Margaret Cardello, Andy White, John Irish, Dennis Cavanaugh, Samantha Khosla, Steve LeDuc, Tom DiPersio, and Tom Abel were all in favor. Motion was unanimous.</p> <p>The next meeting will be in mid-July at a date to be determined.</p>	