

**MARLBOROUGH LIBRARY MEETING MINUTES**

<b>Project:</b>	Marlborough Library Marlborough, MA	<b>Meeting Date:</b>	July 25, 2019
<b>Time:</b>	6:30 PM	<b>Meeting Location:</b>	Walker Building
<b>Meeting:</b>	01	<b>Report By:</b>	Tom Gatzunis
<b>Attending:</b>	Margaret Cardello, Library Director John Irish, City Councilor Andy White, Facilities Supervisor Samantha Khosla, Library Trustee Tom Abel, Library Trustee Vinny Farese, Community Member	Steve LeDuc, Community Member Dennis Cavanaugh, Community Member Tom Gatzunis, Daedalus Projects R. Drayton Fair, LLB Architects Mallory Demty, LLB Architects	
<b>Absent:</b>	Tom DiPersio, City Engineer	Alicia Monks, Daedalus Projects	

Item	Action
<p><b>01-0 Meeting Called to order</b>            The Meeting was called to order and introductions were made</p>	
<p><b>01-1 Project Schedule</b>            The tentative Project Schedule was discussed. Revise the Schematic Design Summer 2019-Fall 2019; Design Development Fall 2019-Winter 2020; Construction Documents Winter 2020-Summer 2020; Move Out of existing Library Summer-Fall 2020; Bid the project Fall 2020-Spring 2021. There was general agreement that this schedule could be tightened up to get the project out to bid sooner. Further discussion will be needed with the City regarding Funding allocations and timing.</p>	
<p><b>01-2 Schematic Design</b>            Drayton and Mallory presented several Schematic Design Options for the committee to review. It was noted that many more options are now available since the City has purchased abutting properties.            It was noted by committee members that the land most likely has significant ledge. Subsurface exploration should begin as soon as possible. The overall floor plans and adjacencies were discussed at length, with several pros and cons pointed out. Security concerns for the children’s area were also discussed.            At the conclusion of the presentation it was agree that LLB would combine Option 1 first floor and Option 2 2<sup>nd</sup> floor and come back to the committee for further discussion and review.            A subcommittee will be established to meet with the designers and Library staff to facilitate the process. The subcommittee will report to the full Library Building Committee at each monthly meeting.</p>	
<p><b>01-3 Meeting Adjourned</b>             The next meeting is 9/12/2019 @6:30pm Walker Building Conference room             Future meetings are scheduled for the 2<sup>nd</sup> Thursday of each month. October 10; November 14; December 12th</p>	