

MARLBOROUGH LIBRARY MEETING MINUTES

Project:	Marlborough Library Marlborough, MA	Meeting Date:	October 10, 2019
Time:	6:30 PM	Meeting Location:	Walker Building
Meeting:	03	Report By:	Alicia Monks

Attending:	Margaret Cardello, Library Director Andy White, Facilities Supervisor John Irish, City Councilor Vinny Farese, Community Member Dennis Cavanaugh, Community Member	Tom DiPersio, City Engineer R. Drayton Fair, LLB Architects Mallory Demty, LLB Architects Alicia Monks, Daedalus Projects
Absent:	Tom Abel, Library Trustee Samantha Khosla, Library Trustee	Steve LeDuc, Community Member Tom Gatzunis, Daedalus Projects

Item	Action
03-1 Meeting Minutes The approval of minutes from the 9/12/19 meeting were postponed to the next meeting.	
03-2 Director's Update Margaret provided updates on the following: <ul style="list-style-type: none"> - Margaret has been working with WB Meyer to start thinking about relocating to the temporary library. It has been estimated that the existing library has 4,700 lf of shelving and the Temporary Library has capacity for 4,100 lf. WB Meyer is working on a layout for review. - The elevator is slated to be repaired prior to the Temporary Library move. - The City has sent a letter of inquiry to the owners of 25 Witherbee Street. This is a house adjacent to land already owned by the City across the street from the library. A deadline for response was set at October 18, 2019. - There will be a series of roll out meetings that will include the Mayor, City Council, Historic Commission plus Public Information Sessions. 	
03-3 Margaret reported that the Mayor's office requested an update at the October 21 st City Council Meeting. However, a cost estimate will not be ready for that date. John will check in with the Mayor's office to confirm their interest in the update. The cost estimate and draft project budget will be ready to review by mid-November.	John Irish
03-4 Schematic Design Drayton and Mallory presented revised floor plans and showed two options for the roof scape of the smaller pavilion roofs. The parking lot and courtyard layout is in progress. The change in grades is challenging and requires further study.	

<p>The floor plans presented represent 38,695 sf. The refinements to the floor plans were well received. A single user family restroom was added to the main floor.</p>	
<p>03-5 It is the design team’s intent to have the drawings ready to send to the estimator on October 26, 2019 with the intention of sharing that estimate at the next Library Building Committee meeting on November 14. At that time, the LBC will need to approve the Schematic estimate allowing the architect to proceed into the next phase of design.</p>	
<p>03-6 Meeting Adjourned</p> <p>The next meeting will be November 14, 2019 at 6:30 pm in the Walker Building Conference room.</p> <p>Future meetings are scheduled for the 2nd Thursday of each month. December 12</p>	