



MARLBOROUGH LIBRARY MEETING MINUTES

Project: Marlborough Library
 Marlborough, MA

Meeting Date: December 11, 2019

Time: 6:30 PM

Meeting Location: Walker Building

Meeting: 05

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 Samantha Khosla, Library Trustee	Tom DiPersio, City Engineer Steve LeDuc, Community Member Tom Abel, Library Trustee R. Drayton Fair, LLB Architects Mallory Demty, LLB Architects Tom Gatzunis, Daedalus Projects Alicia Monks, Daedalus Projects
	Absent:	

Item	Action
<p>05-1 Meeting Minutes Steve LeDuc made motion to approve the November 20, 2019 meeting minutes with the added amendment that LLB be allowed to proceed with the Design Development phase. Samantha Khosla seconded the motion. The motion carried unanimously.</p>	
<p>05-2 Director's Update Margaret provided updates on the following:</p> <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. <ul style="list-style-type: none"> - 11/21 Shelving is available from the City of Pittsfield at no cost. The Building Commissioner and Fire Chief have approved the schematic layout. - 12/11 Work continues on the temporary library layout. All the collection will be housed in the Walker Building, not all of it will be available to the public. Support spaces and public interaction spaces will be available on the first floor. - 12/11 There will be a meeting with the IT department to review the temporary library IT needs. - The elevator is slated to be repaired prior to the Temporary Library move. <ul style="list-style-type: none"> - 11/21 The City has begun work to open up the corridor from the elevator to the main corridor. Repair parts are in transit for the elevator. - There will be a series of roll out meetings that will include the Mayor, City Council, Historic Commission plus Public Information Sessions. 	

APPROVED

- 11/21 City Council January with the new members; Historic District Commission 12/19 @ 7:00pm; Building Committee 12/11 @6:30pm, Public Information sessions January
- **12/11 Historical Commission meeting will be 12/19 at 7 pm.**
- Move in to the temporary space is anticipated for after the opening of the new school so there can be support from the DPW and Facilities departments.
- Multiple Public Session will be planned for early February, after presentations to the Mayor and Finance Committee in mid-January.

05-3 Design Review

Drayton and Mallory presented revised floor plans which included updates from the last round of comments: a Janitor's Closet on the first floor near the bathrooms, more self check-out stations and relocated computer stations.

The exterior images were also reviewed with warmer exterior finishes. The dormer was removed from the West Main side. There was a concern that the West Main side was too "fish bowl" like. While the design intent is to make the library activity visible from the street, the design will continue to be developed in the coming months.

The site plan was reviewed. There are approximately 34 parking spots currently shown with a two-way drive through parking lot. It was agreed that a dead-end parking lot would not be acceptable nor function well. Due to the existing grades of the site and slope of Witherbee Street, the parking lot is located between the two floor levels of the library. It was agreed that the option discussed showing two dead end parking lots, each aligned with a floor level, was not acceptable. LLB will continue to work on the parking lot and entry ramp layout.

It was noted that the front door of the historic Carnegie Library would be for egress only. If entrance is desired, the project would need to apply for a variance. However, the library would prefer one point of entry for security purposes.

At the next meeting, LLB will bring more exterior color options to review and West Main Street images addressing the "fish bowl" concern.

05-4 Meeting Adjourned

The next meeting will be January 9, 2020 at 6:30 pm in the Walker Building Conference room.