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# TOWN OF UPTON, MASSACHUSETTS

## Upton Joint Library/COA Feasibility Committee

### MINUTES

Committee: Joint Library/COA Feasibility

Meeting Day, Date, Time: Monday, December 14, 2015, 7:00 PM

Location: Ground Floor Conference Room

#### JOINT LIBRARY/COA FEASIBILITY COMMITTEE

William Taylor, Chair

Robert Fleming, Leah Hagen

Linda Arthur, Vice Chair

Kelly McElreath, Janice Nowicki

Fran Gustman, Secretary

Steven Rakitin, Alan Rosenfield, Esq.

#### ASSOCIATE MEMBERS

John Robertson, Jr., Chair Library Board of Trustees

Matthew Bachtold, Library Director

**OPM** Steve Kirby, Vertex

**TECTON ARCHITECTS:** Barbara Joslin; James Becker, Associate, Project Architect

**Not present:** Matthew Bachtold, Barbara Joslin

**Additional participant:** Laurie Wodin, Library Trustee

1. Call meeting to order / review agenda. The meeting opened at 7:00 pm.

Laurie Wodin, Library Trustee since 1994 and school librarian, spoke about the need for flexibility in libraries; she would like to see a library for the 21<sup>st</sup> century with flexibility of spaces. Library usage is going up and the latest Education Act puts libraries in the center of things. Libraries used to be the place to get materials, but they are becoming community centers, places to get equipment, with less duplication of books, more innovation space, a concentration on STEM, and a focus on collaboration. Maker spaces include: audio-visual, children's areas, sewing machine, 3-D printers. We need to be able explain this new usage of libraries to the community. She recommended the book *Bibliotec* as a resource.

John pointed out that as space for books decreases, there will be more space for other uses.

Jim pointed out that the design so far is an open space. He mentioned a new building technique where the flooring is put down first and movable partitions are put on top of the flooring.

2. Site Selection

a. Discuss/vote on feasibility of the following sites: 47-49 Main (Pederson), Maple Ave, Warren St., Stefans Farm, Westboro Rd, W River St and Milford St.

Bill handed out a packet showing locations and costs. A Motion was approved to remove the following parcels from consideration, with the stipulation that they could be reintroduced in the future: Warren, Stefans-West- Mechanic, Stefans-West-Orchard, Stefans East, Westboro Rd. West River St., and Milford St. A friendly amendment was passed to add Centennial Ct. to the list.

- b. Select sites for conceptual designs. Review designs.  
Pederson, Scheme E, shows parking in front, with 82 spaces. The plan includes a potential addition to the lot (Doug Kenniston) on the west side of the Pederson site, to be sold or donated.

Pederson, Scheme F shows parking to the front and to the east, with 75 spaces and more possible. The library building is closer to the road by 75 feet.

The materials on the façade were pictured as clapboard/cement board, brick as lower trim, board and batten, and a shingle roof.

Bob would like to consider a metal roof. He pointed out the fire station is less than 20 years old and needs a new roof.

Windows are shown at 7' and 9'.

Ceilings are about 10', with soffits for ductwork.

The first set of plans shows a mansard roof on the edges and flat in the middle. Putting the mechanical components on the flat roof would cut down noise to neighbors. Monitors over the CoA community room and over the library allow in light. Fran questioned the design of the flat roof, given the area's experience with ice dams and leakage this past winter.

Upton is a Stretch Code town.

Bill will email the plans to all.

Bob suggested taking pictures of building façades that we would like to share.

3. Discuss adding to library maker space, stained glass, fireplace  
The stained glass from the Knowlton-Risteen building is 11' D, which would be difficult to place. Bob said that no matter what happens to the building, the stained glass would be preserved.  
The fireplaces Fran and Linda saw were gas, remotely controlled at the circulation desk. They are a real draw and might be welcomed in a community room. Bob estimated a cost of \$7,000, set in the wall. Janice says the CoA would want one.  
Kelly suggested we list maker space, stained glass and fireplace as alternates and put them to bid; they could be added, if there is funding.  
Janice has additions for Tecton regarding the COA design.
4. Project schedule. Review/update schedule as needed. No changes.
5. Financial/budget review. Matthew's note said there were no bills paid since October 5.
6. Board of Library Trustees update. Articles need to be prepared for the Annual Town Meeting asking townspeople to vote on the joint facility and authorizing the Trustees to apply for a MBLC grant for construction. Bob will check on wording. We need an estimate on cost.  
Trustees, as elected officials, cannot promote the plan.  
Friends of Library have been contacted for promotion. The CoA can also do promotion.
7. Approve Joint Library/COA Committee minutes of October 19 and 26, November 9 and 23. Motions to accept the Minutes of October 19, October 26, November 9, and November 23 as amended were approved.
8. Audience participation. Laurie Wodin: see above.
9. Future meeting date(s). Monday, January 11, 7:00, Ground Floor Conference Room
10. Other topics not reasonably anticipated by the Chairman 48 hours in advance.  
Bill found that a 20-year loan to the town at 5% interest for a facility that would cost \$7.5 M would result in additional taxes of \$233 for a home assessed at \$400,000.
11. Adjournment. Motion was made to adjourn at 9:17 pm.

Follow up:

Bob will check on wording on the articles for the Town Meeting.

Bill will send out the Tecton renderings by e-mail.

Attachment: Site Evaluation Matrix(2).xlsx

Submitted by Fran Gustman, Secretary

Date: February 17, 2016

Property	RFP Responses			Town-Owned									
	47-49 Main	Maple Ave	3 Centennial	Warren	Stefans-West-Mechanic	Stefans-West-Orchard	Stefans East	Westboro Rd	W River St	Milford St			
Map/lot number	202-108	24-17	203-47	204-31	10-2	10-2	10-44	TBD	24-91	201-53/54			
Acres	6.5	5	0.5	31.6	8	105	8	12	28.99	1.5			
Buildable Acres					2		2		10				
Town Water	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes			
Town Sewer	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes			
Gas	?				No	No	No	No	No	No			
Wetlands	Yes	No	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes			
River	No	No	Yes	No	No	No	Yes	No	Yes	Yes			
Priority habitat	No	No		100%	Yes	Yes	100%	Yes	Yes	Yes			
Flood easement	No	No	No	No	No	No	No	No	Yes	No			
Zone 1 wellhead	No	No	No	No	No	No	No	No	Yes	No			
Known ledge				Yes									
ConComm land				Yes									
Waivers needed										Yes			
<b>Cost</b>													
Building	#####	#####	10,000,000	#####	10,000,000	10,000,000	10,000,000	10,000,000	#####	6,800,000			
- MBLC Grant	#####	#####	-2,400,000	#####	-2,400,000	-2,400,000	-2,400,000	-2,400,000	#####	#####			
Land	750,000	250,000	750,000	0	0	0	0	0	0	0			
Access road	0	0	0	0	240,000	0	0	0	400,000	0			
Septic System					50,000	50,000	50,000	50,000	50,000	50,000			
Well								25,000					
Traffic Study													
Traffic Control													
NHESP permitting													
Wetlands permitting													
Ledge cost													
<b>Lifecycle Cost Adj</b>													
Oil heat													
Two stories													
<b>Total Cost</b>	8,350,000	7,850,000	8,350,000	7,600,000	7,650,000	7,890,000	7,650,000	7,675,000	8,050,000	4,080,000			
<b>Other</b>													
Accessibility	Center	Center	Center	Center	Moderate North	Moderate North	Moderate North	Extreme North	Moderate South	Center			
Abutter concerns	13	3			4	4	2	2	10				
Traffic concerns		Railyard entrance				Orchard is narrow and steep							
Proximity to concerns		Railyard			Power lines	Power lines	Power lines						
Fair land price													
Abuts recreation land					Stefans	Stefans	Stefans	USF		VFW fields			
Other										Loss of playground			
<b>Notes</b>													
Feasibility Committee voted Centennial as infeasible as it is too small													
Warren Street parcel was evaluated and deemed infeasible by previous feasibility committee. Since then it has been determined that the Warren Street parcel is under ConComm control.													
Site selection working group recommends that Stefans, Westboro Road and W River Road properties are infeasible due to location and access:													
- Stefans West access via Mechanic is constrained by steep 60' easement and likely ledge													
- Stefans West access via Orchard is constrained by narrow steep drive up Orchard street to access point and relatively long access road needed to get to buildable area													
- Mechanic Street is relatively narrow and winding - not ideal for access to the libraryCOA facility													
- Stefans East property includes power line easement, buffer zones from river and wetlands, and is entirely within priority habitat													
- Westboro Road property is just over 1,000 feet from the Westboro-Upton line													
- West River Road parcel includes one of the town's well sites. It is constrained by river and wetlands buffers, flood easement area, and 400' zone 1 well protection buffer													
date is this?: see Main St. access Road.													