



TOWN OF UPTON, MASSACHUSETTS

Library Feasibility Committee

MINUTES

Library Feasibility Committee
March 14, 2016, 7:00 PM
Town Hall, Little Town Hall

JOINT LIBRARY/COA FEASIBILITY COMMITTEE

William Taylor, Chair	Leah Hagen	Alan Rosenfield, Esq.
Linda Arthur, Vice Chair	Kelly McElreath	
Fran Gustman, Secretary	Steven Rakitin	

ASSOCIATE MEMBERS

John Robertson, Jr., Chair Library Board of Trustees
Matthew Bachtold, Library Director

OPM

Steve Kirby, Vertex

TECTON ARCHITECTS

James Becker, Associate, Project Architect; Jeffery McElravy, Principal

NOT PRESENT

Leah Hagen, Kelly McElreath

ADDITIONAL PARTICIPANTS

Russ Wood, Maplewood Cemetery Trustee; Kathleen Berne

1. Call meeting to order / review agenda. The meeting was called to order at 7:04 pm.
Robert Fleming resigned; he will hand in an official resignation to the Town Clerk.
The Library Trustees appointed Matthew to the Feasibility Committee. However, the committee wants an odd number of members for voting purposes. A Motion was made and accepted unanimously to recommend that the Trustees rescind their nomination of Matthew to the Feasibility Committee.
2. Review results of Main Street wetlands survey and Maple Avenue topographic survey.
The Main Street wetlands survey shows wetlands in the area planned for the library building. On the Maple Avenue site, a depression at the front of property must be filled in; the level area is not large enough for library; we don't have information about ledge.
3. Review results of Main Street appraisal. Bill said the results should be available this week.
4. Review current building design. Matthew said there are a few minor adjustments to be made.
5. Review Tecton site plans and cost estimates for the Main Street and Maple Avenue sites. See item 7.
6. Review Tecton assessment of feasibility of renovating existing library.
Tecton's Jim and Jeff will assess the current building. Barbara will be consulted if necessary. Jim will be Matthew's contact. Issues include: current site is less than ¼ acre, a stream runs through it, a two-story building would be necessary and would be less than 10,000 sf with no possibility of expansion, and the current building has serious infrastructure issues.
7. Site Selection. Discuss feasibility of Main Street and Maple Avenue sites in light of information obtained from the wetlands and topographic surveys. Expand discussion to feasibility of town-owned sites, if

needed. Discuss whether or not to get soil borings done now and, if so, their depth and location.

Steve K. noted that estimated costs on both properties have increased by a couple of hundred thousand dollars following the results of the surveys.

The presence of wetlands on the Main Street site means additional costs for roads and utilities to reach the back of the property, putting the price way beyond budget. Maple Avenue's proximity to the rail yard and need for significant site work also makes it unsuitable.

Matthew urged the corner of Maple and Pleasant as a perfect site for the library. He suggested approaching the Maplewood Cemetery Trustees to bargain for this site, in exchange for improvements on other cemetery property.

A Motion was made and agreed to unanimously to consider the proposed sites as unfeasible as offered. The chairman will ask the Town Manager to notify Mr. Pederson. Russ Wood will notify the Maplewood Cemetery Association.

The chairman will rework the RFP.

A Motion was passed unanimously to authorize the Town Manager to make any necessary changes on the RFP and to submit it. Responses will be due in May.

The chairman will ask the Town Manager to post a notice in the Central Register.

Alan suggested sending flyers through the Friends to all residents, notifying them of the search for property. Matthew will create the flyer and contact the Friends. Steve R. suggested including contact information for people who have questions about the procedure.

Linda suggested posting on the Upton Facebook site.

8. Discuss whether to put the project approval warrant article(s) on the Annual Town Meeting warrant or a fall Special Town Meeting warrant.
\$9,000 remains for expenses. An additional amount will be requested from the town in November to cover the new RFP and additional expenses, if any, for OPM and designer; Jeff will review the terms of the Tecton contract. Robert Fleming said that the Selectmen were 90% sure that no increase in taxation would be made, improving the chances for the library.
9. Discuss outreach efforts – informational meetings, etc. Postponed.
10. Review/update project schedule as needed. NA.
11. Financial/budget review. Matthew has submitted a request for the last grant payment, due before April 1. Rosemary Waltos, of MBLC, confirmed that MBLC money may be spent in the next fiscal year.
12. Board of Library Trustees update. The Trustees approved hiring Efficient Environmental Solutions and paying \$2,450 for a wetlands and topographic survey. The Trustees were invited to the Capital Budget Committee next week; Chair will explain status ahead of time by phone.
13. Approve Joint Library/COA Committee minutes of February 17. A motion was made to accept the minutes of February 17 as modified. A copy will be sent to Town Clerk for posting.
14. Audience participation. As above.
15. Future meeting date(s). March 28, 2016, 7 pm, in the Little Town Hall.
16. Other topics not reasonably anticipated by the Chairman 48 hours in advance. NA.
17. Adjournment. The meeting was adjourned at 8:38 pm.

Submitted by Fran Gustman, Secretary

Date: April 11, 2015