



---

# TOWN OF UPTON, MASSACHUSETTS

## Library Feasibility Committee

### MINUTES

Committee: Library Feasibility Committee

Meeting Day, Date, Time: Tuesday, July 25, 2016, 7:00 PM

Location: Town Hall, Ground Floor Conference Room

#### JOINT LIBRARY 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

Jeffery McElraw, Principal, Tecton

#### NOT PRESENT: Kelly McElreath

1. Call meeting to order / review agenda. The meeting was called to order at 7:00 pm.
2. Site Selection

a. Discuss land offered in response to RFP.

The sites on Maple Avenue and 47-49 Main Street are still being considered.

Matthew will attend the Zoning Board meeting on Wednesday, August 3 when the Pederson site will be considered as a site for an office building.

b. Discuss town-owned land options, including feasibility of Milford St. site.

John said that Ken Glowacki, Treasurer and Tax Collector, has an option to buy the Holy Angels Church through the fall. Each floor is 8,000 sf. It has been examined by structural engineers with wildly differing evaluations; Alan said the building is in terrible shape. Bill noted the problem of the wetlands.

The current library has a footprint of 4000 sf. To achieve the desired space, the building would need to be 4 floors. A building with a footprint of 5000-6000 sf would be possible using the currently paved areas, but it would not qualify for the MBLC construction grant without parking. Jeff estimated the cost of renovating the Knowlton-Risteen building at \$1.5 million.

The town property by the Memorial School is mostly wetlands.

Jeff handed out site plans for a 2-story building at the Milford St. site, with 29 parking spaces. Matthew believes it could qualify for a MBLC construction grant. Jeff estimated a cost of \$4-4.5 million, including \$100,000 for an elevator. There is no sewer connection. Purchase of the Holy Angels property might permit 16-20 additional parking spaces.

Higher maintenance and staff costs are associated with a multi-story building.

Bill believes we should strive for a library that will meet the needs we identified rather than looking for the lowest cost. Matthew suggests that we visit the Mendon Library to see what services are and are not offered in a small building.

Matthew and Linda will attend the Selectmen's meeting on Tuesday, August 2.

A Motion was made to recommend the Milford St. site to the Library Trustees as a viable site. The motion lost 4 to 2. Request of a floor plan from Tecton will be postponed.

c. Determine what additional information may be needed to select a site or sites for further investigation.

Bill will talk to the DPW about the costs and logistics of bringing in sewer service to the Milford St. site. He will

also discuss using the site with the Selectmen and discuss egress from the site through the VFW parking lot with the VFW.

d. If possible, decide on a site or sites for further investigation and/or site or sites that are unsuitable for the library. See above.

3. Review/update project schedule as needed.

October 7 is the deadline to notify the MBLC of intent to apply for the construction grant.

4. Financial/budget review. None.

5. Board of Library Trustees update. None.

6. Approve Minutes of June 13 and July 11, 2016. The Minutes of June 13 and July 11 were approved as amended.

7. Audience participation. None.

8. Future meeting date(s). Bill will decide on August 9, 10, or 11 and notify the Committee members.

9. Other topics not reasonably anticipated by the Chairman 48 hours in advance.

Jeff clarified that he has had experience planning three libraries and has extensive experience dealing with Massachusetts' regulations.

Matthew invited us to attend a meeting with a salesperson for Space Savers, a shelving company, on Tuesday, August 2, 2 pm.

10. Adjournment. A Motion was passed to adjourn at 8:28 pm.

Submitted by: Fran Gustman, Secretary

Date: September 8, 2016

Copy: Town Clerk

Library Trustees