

March 16, 2017

### Phase 1 Feasibility Study Meeting #4 –Ilsley Public Library (IPL)

Present:

Library Staff: Chris Kirby – Adult Services Librarian, Tricia Allen – Youth Services Librarian, Dick Thodal - MCTV

Library Building Committee: John Freidin, Victor Nuovo, Kathleen Ramsey (ex officio), Dennis O'Brien, Nick Artim, John McLeod, Maria Graham

Community Members: Andrea Murray, Nancy Malcolm, Catherine Nichols, Bob Champlin

GBA: Jess Gardner, Tom Bachman

#### OLD BUSINESS:

- 1.8 Kevin indicates that the Essex Junction Library, which has all stacks on casters, allows a lot of flexibility as to how spaces are used. Shelves can be rolled to the outer walls leaving a large open space in the center used for different activities. The Hanover library also functions well and is designed for multi-use. Manchester library is a nice model for their Young Adults area – it has nicely arranged “hang-out” spaces that can be used a number of ways.
- 1.9 Youth Services does not have adequate and accessible shelving. More display and merchandising of books is needed. The areas designated for use by Youth Services should be a neutral design that allows “colonization”. Number of collections associated with Youth Services is stable and won't be increased.
- 1.10 Adult Services has an adequate amount of shelving but shelves are both too high and too low for contemporary library usage. 4' high shelves are ideal for viewing over. Number of collections associated with Adult Services is stable and won't be increased.
- 1.11 Collaboration spaces should be located near the entry or adjacent to other noisy areas. Quiet work areas should be at the ends or edges of the library.
- 1.12 Youth Services area often has 2-3 kids working on one computer so future computer areas should be able to accommodate this.
- 1.13 Kevin does not anticipate that IPL will make laptops available to the public. PC's will be standard. There are currently approximately 20 public PC's and that seems to be an adequate number.
- 1.14 Pre-literacy areas are typically aimed at 0-5 year olds. Their space is used for playing and learning. This area should accommodate up to 12 kids and 12 adults. One of Ilsley's goals is to get more pre-literate kids into the library. The space should be comfortable and inviting for young users and parents.
- 1.15 Preliminary additional space needs articulated include:
  - Additional spaces for quiet and collaborative users
  - Additional spaces for public computers
  - Additional dedicated spaces for teens and tweens
  - Additional spaces for pre-literacy programs (assumes for use by up to 12 kids and 12 adults)
  - Additional storage spaces specific to Youth Services
  - Additional dedicated maker space (assumes for use by 4-5 people at one time).
  - Additional public and staff space specific to Youth Services
  - Additional large meeting space (larger than the one we meet in) with higher ceilings
  - Additional meeting spaces of varying sizes
  - Scattered reading spaces with comfortable easy chairs and tables.
  - Additional storage, maintenance and janitorial spaces
- 1.16 The Vermont Room should be acoustically separate from adjacent spaces, possibly with glass.
- 1.17 Comfortable and useable outdoor spaces are important to IPL that can be used for story time, casual reading or just relaxing. IPL users have indicated that they like having green space adjacent to the

building.

Kathleen indicates that there might be an opportunity for the library to use the plaza in front of the town offices if that seemed appropriate.

- 3.1 Preliminary programming, with staff input, indicates that approximately 6600SF additional space is needed to be added to the existing 18,240SF. The preliminary 6600SF will change as design progresses. If parts of the building are removed or not used that amount of space will need to be added to this preliminary 6600SF number.
- 4.1 Bob C. presented information on an alternative site for a new library facility that would also function as a community center. Benefits of a new site include at grade entrance, easy reconfiguration as needs change over the years and adequate parking. The parcel is 1.5 acres and is located less than 1 mile from downtown and is currently listed for sale for \$995,000.
- 4.6 Some of the committee members are concerned with a 3-4 level addition to the existing building and how that might dwarf the existing.
- 4.11 John F. summarized this evening's discussions as follows:
  - Solution must be fully flexible both inside and out. Lack of flexibility is the major concern with existing Ilsley facility.
  - Main Street entrance/presence is critical.
  - Clarity on size and separations for young peoples' areas of the library is needed.
  - Define where comfortable seating is and how it would be integrated with stacks.
  - Define how natural light will be used in the solution.
  - Good sightlines to entry/exit are critical from control desk.
  - Cantilevering building over parking in the courtyard scheme should be investigated if the space is needed.

#### **NEW BUSINESS:**

- 5.1 Bob C. presented information on benefits of an alternative site for a new library facility. These include: At grade entrance; Easy reconfiguration as needs change over the years; Adequate parking. Other committee members spoke in favor of keeping the existing library location and solving the programmatic issues on site to help enliven downtown.
- 5.2 GBA will provide Chris with name of one company that can do sample testing for any suspect hazardous materials to help determine a realistic budget for abatement if bad materials are discovered.
- 5.3 GBA will talk with their structural engineer to see if it is possible to temporarily load the existing Reading Rooms (in original building) with books during expansion. Likewise, East Middlebury Library could probably temporarily house some of the collection during expansion. If the 1988 addition is removed the collections located there will have to be relocated during construction. It is feasible that the Children's Library and MCTV could function at their current locations during expansion and then be relocated when original building is renovated.
- 5.4 Dick T. indicates more visibility for MCTV is a good thing.
- 5.5 Building Committee confidentiality was discussed and it was determined that if the public inquires, anticipated scope and direction of the project can be discussed.
- 5.6 Plans for Option #1 and Option #2, exterior image sketches and associated budgets were presented and discussed. Committee members like the direction the project is going although there is reservation about associated costs. Link scheme and associated costs were reviewed again and decision was made to proceed with development of a mixture of Option #1 and #2.
- 5.7 John F. asked that the IPL staff review program and plans with the idea of reducing programmed square footage. GBA recommends that quality not be compromised and if budget is to be reduced, build less but build it well. John's challenge is to reduce cost estimates by 10%.
- 5.8 Dedicated space for Teens and Tweens needs development. Staff will offer input.

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- 5.9 Concern with openings between floor levels was expressed, especially noise concerns. If those were eliminated or reduced possibly the size of the addition could reduce.
- 5.10 As plans develop there should be more attention given to individual work areas that offer a degree of privacy – more nooks and crannies and less formal Reading Rooms.
- 5.11 Dennis stated that we are building an important monumental structure that will serve the community for many decades and we should not “cheap out” on design or finishes. IPL sees a lot of daily use and materials and finishes need to be of a quality that holds up well and does not constantly need maintenance.
- 5.12 Once design and budget are formalized Building Committee will begin work on a feasibility study. Library Trustees need to begin strategizing how the project will be funded. Will it be private donations, a bond, grants or a combination of many things?
- 5.13 Nancy feels that the feasibility study should have been done before design work – how much will Middlebury community agree to fund the work? She indicates she could not support a project of this magnitude.
- 5.14 Victor N. feels the current approach is exciting and would be good for the Town.
- 5.16 Committee gave unanimous approval to proceed with developing Option #1 (with full basement) that blends the Main Street entry approach from Option #2.
- 5.17 Andrea advises that staff and Trustees determine and include realistic estimates for FFE and all other costs so that there are no surprises. Andrea also inquired if use of adjacent buildings had been explored? It was explained that there was concern with taking those buildings off the tax roles as well as concern with distance from and connection to the existing library.

**Next Meeting:** To be determined

*These minutes are part of the official record. If any additions or corrections need to be made, please notify Gossens Bachman immediately for inclusion in the next meeting minutes.*

*Copies to: Kevin for distribution*

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