

Approved Steering Committee Meeting Minutes

October 27, 2009

Members present: Ian McNabb, Laurie Guenther, Bill Lane, Tom Dooley, Anne Marie Gordon, Dave Beinetti, Mary Tichenor

Guests: Scott Hemenway (HBT), Rebecca Ferrone (HBT)

The meeting was called to order at 7:10 pm.

Agenda

- HBT presentation
- Capital campaign update

HBT Presentation

Where We've Been—Scott Hemenway reviewed the project scope while referring to a site plan and renderings of two different elevations. It was questioned whether there would be room for sidewalk access from Main Street to the library. At this point, there is not sufficient width to have a sidewalk. Negotiations with Critics are in progress, based on a meeting with them in September.

Scott also reviewed multiple design development drawings. He stated HBT will present a formal presentation to the State Historic Preservation Organization (SHPO) regarding the original library. The library is within the village historic district, but the building itself is not of landmark status. Obtaining the NYS Library Construction Grant for renovation of the original building is contingent upon SHPO approval. The new portion and the \$500,000 awarded from the NYS Construction Grant has already been approved by SHPO.

If construction were to be broken into phases, the 7,300 sq. ft. new building will be the base bid. Alternate 1 is a 700 sq. ft. section that attaches the new building to the existing building. Alternate 2 is the renovation of the existing library plus building out Alternate 1. Several other small alternates exist: Alternate 3 is adding skylights in the new building; Alternate 4 is adding the reading garden; Alternate 5 is adding the low stone wall in front of the new building with signage; Alternate 6 is adding additional case work and mill work within the building.

During the construction process, patron entry into the library will remain as it is. However, patron and staff parking will move to the street and municipal lot across from the Fire Department. There will be no vehicle access from Monroe Street during the construction process.

Storm drainage provisions were reviewed. The site plan will not increase drainage run-off from what is already being absorbed by the system.

There was discussion about the outcome of alternate energy systems analysis. HBT relied on the opinion of the engineers; it was determined that cost constraints precluded moving forward with any alternate energy provisions at this time. Some Steering Committee members expressed interest in reviewing the comparative analysis.

Where We'd Like to Go--

HBT has reached the end of the design development phase of the project. The next step is to have the Steering Committee make a recommendation to the Town Board to approve HBT's work to date and begin the next phase of the project; construction documents. The Library project will be on the agenda of the November 9, 2009 meeting of the Town Board. Representatives from the Steering Committee and HBT will attend this meeting. HBT was thanked for their presentation and left the meeting.

General Discussion about the Project

The committee discussed the timeline for the project. The grant requires us to be in a functional building (handicapped accessible, room for the existing collection, and the same seating as the current library) by July 1, 2011. Fundraising will determine when we go out to bid for the project.

Tom motioned the Steering Committee make a presentation to the Town Board to seek approval of the final design; Dave seconded the motion. All in favor, none opposed. It was suggested that Charlie make the presentation to the Town Board.

Capital Campaign Committee Update

The capital campaign committee met on October 23, 2009. They are in the silent phase of the campaign. Members of the committee have served on other fundraising campaigns and is optimistic about raising money for this project. The committee has discussed an endowment fund once the capital campaign funds are raised.

Victoria Davidson has volunteered to be the capital campaign coordinator.

All capital campaign expenses are being funded through the Friends.

It was suggested we consider doing a scoping session with HBT and key project engineers (MRB engineering, ME engineers) to determine what green and sustainable elements could be looked at and considered. The goal is not to pursue any certification; the motivating factor is long-term operating costs and environmental sustainability. Dave Beinetti has offered to be part of the scoping session. Possible dates are October 29 at 7:30 am, November 2, 5 or 10 at 7:30 am.

Approval of September 15, 2009 Minutes

Changes to the meeting minutes were discussed as follows: add Anne Marie Gordon to the list of attendees; in the last sentence of the second paragraph of meeting notes, end the sentence with "raised." Ian motioned to approve, Tom seconded. All in favor; none opposed.

The next Steering Committee meeting will be Tuesday, November 10. From this point forward, the Steering Committee will meet one time per month on the second Tuesday of the month.

The meeting adjourned at 9:00 pm.

Respectfully submitted by,
Paula McIntyre