

Shutesbury Library Building Committee Meeting Minutes

14 February 2023

Present

SLBC: Mary Anne Antonellis, Stephen Dallmus, Brad Foster, Penny Jaques, Molly Moss, Elaine Puleo, Jeff Quackenbush Absent: Dale Houle

Lauren Stara (MLBC), Neil Joyce (OPM), Matt Oudens (OE), Dominick Wit (OE), Rebecca Torres (Town Administrator)

Guests: April Stein, Michael Hootstein

Puleo opened the meeting at 7:00 p.m.

Public Comment None

Review minutes from January 31 meeting

Dallmus moved to approve as the minutes as presented. Puleo seconded.

Roll call vote: Antonellis-aye, Dallmus-aye, Foster-aye, Jaques-aye, Moss-aye, Puleo-aye, Quackenbush-aye

Meet the architects, discuss timeline and design development process

Matt Oudens and Dominick Witt were present to discuss their initial thoughts on the project. No contract has been signed, with discussion continuing on contract details.

Oudens outlined his concerns about our budget, noting that the estimate of \$4,916,984 was from April 2022 and costs are increasing at a rate of 10-12%/year. Neither the covered outdoor space nor solar were included in last year's estimate. He stated that either the program or the cost estimate must be adjusted.

Puleo asked Stara: Are these costs (outdoor pavilion and solar) "eligible costs"

Stara: Yes, but outdoor space must be attached to building and solar must be on the library roof.

Oudens: a net zero building will require a certain size of roof which will impact size of building.

Quackenbush: easiest way to reduce cost is to cut back on solar.

Foster asked for clarification from Oudens: are you saying "no solar" or "some but not all solar"?

Oudens: OE generally designs "solar ready" buildings rather than including solar in the project.

Moss: we can pay 25% of solar now or 100% later.

For our project this presents a challenge: For solar to be included as an eligible cost it needs to be part of the building construction project.

Joyce: did numbers including contingency . He estimates over \$8 million cost.

Quackenbush asked Oudens: will you look for ways to reduce costs?

Oudens replied yes, but it is easier to do this in a larger building. Decisions would not be made to reduce space without input from Antonellis & Stara.

Stara reminded the group that the Small Library Pilot is giving Shutesbury more money than any other project. This is a small building, there is very little to cut, perhaps outdoor space.

Antonellis suggested several ways to reduce cost without impacting program space: removing the \$80K shed from the project, changing kitchenette from a separate space to a corner in the

meeting room, combining the director office with staff workspace. She wants to keep outdoor space as it is essential to programming.

Puleo: we need to be realistic about net zero. We may need to settle for solar-ready so as not to cut the building to one that is smaller than we want.

Stara: changes to Program need to be approved by MBLC. Efficiencies need to be found in non-program spaces though there aren't many in a building this small.

Oudens proposed that a preliminary contact be made to develop a schematic design prior to signing a full project contract. Oudens rescinded that suggestion after Stara noted that preliminary design work would not be covered by the MLBC grant if the project did not go forward. Oudens thinks we can come up with contract that will work to protect both parties.

Foster: we knew some of this (potential cost changes) – it doesn't change the picture. Until we get to end of design we won't know price - let's go forward.

Puleo: our fundraising hasn't stopped. We will continue to seek grants and other sources of funding.

Oudens remarked that OE is very excited to be working with Shutesbury on this project adding that that no town is more deserving of a new library. Despite not having a signed contract, OE is working on site planning and will continue to do so. A schematic design should be ready by the end of April. This will go to the estimator so we can have a real price.

Antonellis reminded us that we will lose money if we do solar later as we will be paying for electricity. The goal of a "highly efficient" building should be a priority.

Stara reminded the Committee that the program notice for pilot project had language about "highly efficient" not "net zero" or "LEED certified."

Oudens: In ideal world, we should get to net zero. Solar efficiency is increasing. We will know more over next couple months.

OE has done a preliminary review of the site based on unapproved ANRAD maps. His preliminary diagram shows the building 344' from the road so as to be outside buffer zones.

An example Oudens showed one big space with everything under one big roof, simple shape = less expensive design.

Timeline Oudens suggested the following timeline:

- Schematic design by end of April, then cost estimate
- Three-month design development phase, then cost estimate
- Construction documents prepared between August and December of 2023.
- Construction would begin in March 2024, with March 2025 completion date

Oudens plans to meet early on with Town Boards and Departments to get approvals.

Anticipates biweekly meetings, with the next meeting two weeks from today (March 28).

Oudens explained that the adjusted contract language must be reviewed by their attorney and our Town attorney. He anticipates that this should be settled by our next meeting.

Quackenbush asked that we know the agenda ahead of meeting so that we understand what we must decide upon. Puleo explained to Oudens that we are required to post agenda items 48 hours before a meeting.

Dallmus to Oudens: will you be able to supply some of schematics ahead of time?

Oudens: we will try but often working up until meeting.

Stara: if a decision has to be made at a meeting, the committee needs to see it prior to night of meeting.

Lot O-32 update Antonellis gave an update:

ANRAD At their December 2022 meeting the Conservation Commission agreed to the locations of wetland flags on the site. The surveyor has provided the surveyed flag locations to Fuss & O'Neil. F&O has added this information to their maps and submitted them to the Conservation Commission as part of the final ANRAD report. At Conservation Commission's next meeting we expect that wetland boundaries will be confirmed and the ORAD (which confirms the wetland boundaries for three years) will be issued. The ANRAD Public Hearing is continued to March 9 at 8:00 p.m.

Garage Site Testing is done; no reportable levels of oils or hazardous materials were found.

Former Radio Tower At Bore 9 (1500' from Leverett Road) testing is still finding gasoline. Four monitoring wells have been installed. This is outside of the scope of the library project. F&O's Licensed Site Professional has made it clear that presence of gasoline from the 1994 removal of a fuel tank associated with the radio tower presents no problems to construction of library at the front of the lot.

Committee liaison updates

Jaques reported that the Friends of Library will meet next week to plan fundraising for the spring.

Foster made a motion to adjourn the meeting. Antonellis seconded.

Roll call vote: Antonellis-aye, Dallmus-aye, Foster-aye, Jaques-aye, Moss-aye, Puleo-aye, Quackenbush-aye.

Meeting adjourned at 8:31 pm

Next Meeting: February 28