

Present

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

Absent: Penny Jacques

Lauren Stara (MBLC); Roger Hoyt & Neil Joyce (Owners Project Manager [OPM]; of the firm CMS); Porpla Kittisapkajon & Matt Oudens & Domenic Wit (OE Architects)

Guests: Amanda Alix, Allen Hanson, Ziporah Hildebrandt, Weezie Houle, Leslie Luchonock, Jill Marland, Garrett Simons, Mike Vinskey, Don Wakoluk (Shutesbury Tree Warden)

Puleo opened the meeting at 7:00pm.

Public Comments

Response to written questions from Vinskey by Oudens:

Q on square footage. Building programs are estimates; actual size might go up or down as the design is developed. For example, because there are no municipal utilities (like town water), we must therefore plan for fire protection, and that is not generally in a building program.

Shutesbury's Library Building Program (SLBP) has an expected range 5500 to 6000 sq ft.

Q on covered outdoor program area. Three designs are currently being evaluated; the way the outdoor program area will be designed is different for each scheme; nothing is fixed yet.

Q on cost. SLBP was estimated in April 2022; there has been a lot of escalation since then, the exact amount is not yet known. A more accurate cost estimate will be done after the schematic design is complete in late April or early May.

Q on siting of septic field. A vegetative buffer should be possible with a septic field sited near the northeast corner. We don't know yet how big it must be.

Q on neighbor's well. We must provide proper separation between our septic field and the neighbor's well. We hope that the siting of the septic in northeast corner works; if proper separation is not possible there the septic field will have to move.

Q on reading garden. Oudens Ello Architects have always felt connection to outdoor space is important. This is especially useful in a pandemic possible world; it expands library's ability to be flexible. The reading garden's use will be weather dependent; it will not be used year-round. The design of the building will not be shaped by the outdoor garden shape.

Oudens Ello are working with three general designs with no preference on any of those yet.

7:10pm End of tonight's response to Vinskey's questions. Moving on to other public comments.

Alix: I don't understand what a reading garden is. Puleo: it is a place to sit outside and read; it is an open garden space.

Marland: What is happening with the budget? An increase was mentioned a few meetings ago. Puleo: The budget hasn't been finalized yet; it is too early to know how big it will be or say how we will accommodate any changes. The MBLC grant covers 75% of eligible costs with no limit. We are not at the point yet to know more.

Puleo: Responding to one more question from Vinskey: we have a design subcommittee, a subset of the full SLBC, working with OE; they will present plans to full committee.

Review minutes from February 28 meeting

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

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

Additional public comment from Wakoluk (Shutesbury Tree Warden): Noted that there will be some trees removed north of the building. Because they are ornamental, not native, Wakoluk does not see any problem with taking them down. Furthermore, we would likely lose some anyway due to proximity to the driveway. Also noted there will be some trees removed south of the building; although these are native trees and generally more valuable, they are also small and young and probably not a concern.

Invoicing Procedures

Antonellis reported that Invoices for payment will be sent to our OPM; CMS will review them carefully and send them on her once a month. Q: How should we process them -- do we want a team of two committee members such as Antonellis & Puleo? Committee members agreed.

Houle moved to authorize Antonellis & Puleo approve project invoices; Quackenbush seconded. Roll call vote: Antonellis-aye, Dallmus-aye, Foster-aye, Houle-aye, Moss-aye, Quackenbush-aye, Puleo-aye.

7:20pm

Updates & Continuing Discussion Schematic Design

Oudens reviewed current plans, reiterating that these are drafts, working ideas, not final design. OE's team is evaluating three different building plans with different orientations.

General Siting / Driveway, Parking & Septic

All three plans attempt to locate building outside 50 ft wetlands buffer zone; however, some elements will likely be inside the 100 ft buffer. The building will be located as far south as possible to avoid resource areas. The driveway must thread the needle between the 50 ft. buffer zones of two wetlands, an area where their 100 ft buffers overlap. Current draft plans show the driveway coming through the existing ingress to the west. Current plan shows it

bending around one big tree; the Shutesbury Tree Warden has said that is not a high value tree and that it can be removed. Current plans assume space for 16 parking spaces.

In order to maximize solar, the entire roof will be needed for solar panels; this suggests a single slope roof high in north, low on south, rather than a gable roof.

Having the septic field in northeast currently seems best. Siting it there doesn't impact the building or parking (septic will be 2 to 3 ft higher than grade). OE is planning on vegetative buffer between septic and the neighbor's property; proper separation to neighbor's well must be confirmed. Raised septic bed could be used as a community garden space.

Preliminary Site Plan 1 — East-West

Building located E-W sets up clear front and back areas with big open meadow to the north. The space in back of the building (shown with a placeholder, not a design, for reading garden) will have a very different character with a defined woodland edge and clusters of trees.

Entrance is through covered entry porch, then into lobby in middle of building. Reading rooms & collections are at west end, staff spaces next to lobby. To the left is meeting room plus restrooms, mechanical rooms (electrical, emergency power, fire pump). During off hours the main part of library can be secured west of lobby; public/community spaces can be kept open together. The view from Leverett Road is of the long side of the building. Currently imagining it as heavy timber construction.

Q from Antonellis: What is heavy timber? Oudens: Heavy timber is a manufactured wood product, likely Glulams for beams. The roof might be cross-laminated timber panels or (more likely) exposed tongue & groove structural wood decking.

Preliminary Site Plan 2 — North-South

This has similar plans for driveway / entrance from road with parking on north; again, there is a placeholder for a reading garden behind on west. In this case roof would slope the long way — building higher in north, sloping down to south. For all designs runoff will need to be managed from the roof as well as parking lot; water will need to be retained and filtered before percolating into wetlands. Parking may have a storm water management through bio retention areas. OE used similar strategy as another project with significant wetlands and a high water table.

For this plan the entrance is into middle of the long side of building; this provides a more immediate entry from parking to inside. The layout is similar but with a new orientation. The roof would be highest over the collections, sloping down to the public meeting space to the south. The Leverett Road view would be of high roof and small end of the building. The covered outdoor space would be toward the back. Mechanical equipment might be in attic space above some smaller rooms to minimize building footprint.

A heat pump system is expected for heating. New energy code is scheduled for adoption July 1; mechanical ventilation will be a requirement of that new code.

Preliminary Site Plan 3 - L Shape

One leg will create separation between parking on the east and a reading garden on the west and south. The roof slopes south-west toward reading garden. This is slightly less adventitious for solar compared to a fully southern slope. This draft shows parking broken up by vegetative areas for runoff. Plans for emergency access have not yet been developed; OE will be talking with fire chief soon about these issues.

Entry is into the bottom corner of the L, into the lobby. The meeting room is at the end of one side of the L to the south. Adult and children reading spaces are at the opposite end of the building from the meeting room. This plan is shaped with a community wing and library wing; the library wing can be closed off.

Update on Schedule

We are a little more than 1/2 through schematic design phase. Once that is done, toward the end of April, the estimating process will begin and take a few weeks. The next phase of design starts at that time. And then 12 to 14 months for construction.

Discussion of a Public Forum

A consensus was shared that we want to review designs with the full SLBC first, then open up public discussion. Concern was raised that this not draw out the timeline. Stara requested time for MBLC staff to review and comment after we have our review, something they do for all library building projects. Summary: our full committee will review at our next meeting on April 4, followed by MBLC staff, followed by public forum. Discussion was raised on having one public forum or two, and in-person only, zoom only, or hybrid; consensus was for one in-person public meeting. Request was received for a hybrid or zoom meeting; consensus was to be in person and to add Zoom if possible. Likely location would be at the school. Antonellis noted the school vacation from April 16 to 22; our best time is week of April 9 to 15.

Foster moved to have a Community Forum at an in-person meeting on Tuesday, April 11 at 7pm; Puleo seconded. Discussion: MBLC staff plus OE staff Oudens and Kittisapkajon are available.

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

First choice location is Shutesbury Elementary School; meeting will be held in-person with online (hybrid) to be done if possible.

Public Question

Luchonok asked: Where will water come from? Ouden: we'll have a well; we don't know at this point where it will be sited.

Lot O-32 Update

Antonellis reported that the ORAD has been issued. The Selectboard approved funding for a Notice of Intent (NOI) for remediation to deal with historic fill and restore wetlands. Highway Department will do work. Selectboard also approved funding for additional groundwater investigation at site of old tower site of gasoline release. This is a town project separate from the library building project.

Committee Liaison Reports

Friends — Antonellis reported that the Friends have two fundraisers coming up. Spring Spruce Ups are back; one hour of yard work for \$100 donation to new library fund. Tuesday April 4 is library giving day. Friends have \$15,000 matching gift — largest match ever. New platform — Network for Good — to be used, with grant from Community Foundation of Western Mass. Our Giving Tuesday webpage already has the information posted.

Trustees — Foster reported that we are meeting regularly, keeping up to date with building plans.

Unanticipated Business: None

Motion to Adjourn

Antonellis moved to adjourn; Dallmus seconded.

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

Adjourned at 8:12 pm.

Next meeting: Tuesday, April 4th, 7pm.