

Library Building Committee Design Subcommittee

September 1, 2023, 12:00 pm, on Zoom

Minutes

Members present: Jeff Quackenbush, Mary Anne Antonellis, Stephen Dallmus, and Andrea Bono-Bunker

Guests: Matt Oudens, Porpla Kittisapkajon, Dominik Wit, Neil Joyce, Roger Hoyt, Penny Jaques, and Molly Moss

Minutes, August 16, 2023

Lauren and Stephen sent a few minor corrections. Mary Anne asked Stephen to clarify the correction he sent concerning reduction of 72 linear feet if the wall shelving dropped to 4 high in the children's room. Stephen made a motion to accept the minutes as amended. Mary Anne seconded the motion. Stephen voted yes, Jeff abstained, Mary Anne voted yes and the motion passed as amended.

Discussion about the door in the meeting room that leads to the electrical room. OEA is able to move that door inside the storage room and still have enough room in the storage room for tables and chairs. Jeff asked if the storage room is big enough to give up space for an out swinging door. Mary Anne expressed that the storage space is more important than the wall space in the meeting room. Other ideas such as pocket doors were suggested but the electrical room and the book drop room must have doors that meet fire codes. Stephen suggested a sliding panel over that could go in front of the book drop room. Mary Anne said the book drop room is a door that staff will need to access frequently. Discussion about code and the need for an outswing vs. inswing door. A question was raised about if access to the electrical room is possible from the exterior. Andrea agreed that a sliding door over the book drop room would impede workflow efficiency. Andrea also raised concerns about the need for staff to access the building management system and if it is located in the electrical room, an exterior entrance would not be practical. More discussion about possibly putting the door to the electrical in the storage room, with a slider over the storage room door. Mary Anne and Andrea reiterated that the storage space is very important. Some discussion about chair dollies and maximizing storage space.

Discussion about AV. Will we have a projection screen or a wall mounted monitor? Mary Anne thinks it is likely we will want a large wall mounted monitor, further limiting art display space on the walls.

Discussion about staff workroom and circulation desk. Dominik asked if we want a book drop incorporated into the circulation desk. Mary Anne said yes. Andrea clarified that the circulation desk can be millwork but should not be bolted into the floor. It needs to be flexible and mobile. Andrea said all counters need to be 30 inches for improved functionality.

Discussion about a counter for a printer to the left of the circulation desk. Matt suggested putting the printer in the corner behind the adult computer stations. Mary Anne said the printer needs to be more accessible to staff and that it can be located in the staff workroom. There is shelving behind the circ desk and space for a book cart. Inside the staff workroom, there is a storage closet on the back wall. There are counters and shelving. There was discussion about counter height preference. There was discussion about sit stand desks which would provide some flexibility.

Discussion about putting Library of Things (LOT) in the generous shelving area in the recessed area in reception/browsing. Matt suggested a roll down screen could be used to secure the LOT off hours. The section is currently 12 inches deep but could be deeper. Discussion about how the life vests could be displayed on hooks and shelving could be designed to accommodate paddles, the telescope, and other things we expect to have. Discussion about different ways to highlight/display LOT items in secure and appealing ways. Discussion about perhaps adding storage space for some LOT items in the staff workroom, perhaps by bumping out the telecom closet in the staff workroom. We need to be mindful of the overall square footage when considering bumping out the telecom closet.

Mary Anne brought up a desire for a self-checkout station. Dominik suggested the optimal spot for a self-checkout is the space to the left of the circ desk where we had discussed putting a printer.

Mary Anne likes the idea of people seeing the life jackets on display when they walk into the library.

Discussion about children's cubby seating bench. There will be mechanical heating behind the bench.

Andrea asked what the plans for janitorial services for the library will be. Mary Anne explained that while the town was having conversations about the library, we had discussions about the need for regular janitorial services of three hours a week for the library. Andrea thinks the windows in this area will get dirty easily. She also asked if the heating elements will be hot and if items can fall into the grill.

Next the discussion moved to the exterior of the building. OEA is proposing some wood siding in small areas to accent the slate. They are proposing a modified wood product, Accoya, that has a 50 year warranty. The product can be stained and retreated every three to five years to maintain the installed appearance. The product does have to be stained initially, and left to weather naturally. If not retreated every three to five years, the weathering would not be uniform due to varied exposure to the elements. Our first decision is to decide if we are comfortable with Accoya.

Penny asked if we can see samples in person. OEA said a samples meeting will be planned, with samples of the slate, roof material, etc.

Norwell has green slate and Alaskan Yellow Cedar.

Neil asked if there are competitive products to Accoya and if it is a proprietary product. Accoya is the only one that has a 50 year warranty. OEA will look into how they write the specs to ensure we can use Accoya since the warranty makes it a superior product.

Neil explained that there are procurement rules about proprietary products that must be followed. OEA will do more research.

Acoustic Treatments

OEA met with their Acoustic consultant who has recommended acoustic baffles or a wood slat system in the ceilings above most spaces and perforated gypsum wall boards on higher walls in some areas.

Jeff asked if ceilings are needed in the service rooms.

OEA is using demounted glass wall systems in the director's office, teen room, small study and staff workroom.

A sound masking speaker system is recommended for the lobby, circulation, adults and children's areas.

Andrea mentioned that in their post occupancy visits, they are hearing the perforated gypsum boards are not performing as hoped, especially in areas where there is tile. Dominik said the specificity of the installation is critical. Adjacency to mechanical equipment is also a consideration. The perforated gypsum will be coupled with either acoustic baffles or wood slats with insulation behind it for better performance.

The wood slat acoustic panels are more expensive than the acoustic baffles but the wood decking could be eliminated. With the baffles, we would still see through to the structural layer which is currently proposed as wood decking.

Our decision about acoustic treatments will influence lighting strategies.

We don't have to decide which strategy, baffles or wood slats, quite yet. We can continue to explore both options as we learn more details about the products and how they fit into the structure.

Discussion about how the perforated gypsum boards are cleaned. It can be cleaned and painted. Questions were raised about if paint or dust can clog the holes in the gypsum boards. Other products such as fabric wrapped wall panels were discussed.

Mary Anne likes the appearance of the wood slat better than the baffle. Stephen asked if there are color options for the baffles. Mary Anne said the most important factor is price -what is going to do the job we need it to do in the most economical way.

OEA showed an image of a building with a wood slat ceiling and demountable glass walls.

Next the discussion turned to daylighting. The daylighting consultant did a study of how sunlight will impact the building in summer, winter, the equinoxes at intervals throughout the day.

Discussion about shades. We have consensus that we do not want mechanical shades. LBC members want to avoid mechanical shades. A manual shade on the window above the south facing meeting room door is not practical. LBC members have mixed feelings about the window above the door and the shade issue makes the window more problematic. We will need shades along the west wall of the meeting room and we can discuss if we need light blocking shades or shades that block the sun but still allow some view of the outside. OEA will need to study shades and windows in the meeting room further since we have decided we don't want mechanical shades. Mary Anne asked about lighting and use of the room.

We will need shades in the small rooms.

The north facing windows in the adult and children's areas don't need shades.

Landscape and site planning

There will be ADA access around the perimeter of the building. There is potential for a nicely defined outdoor space in the notch outside the adult room. There is a swale across the front of the building and out to Leverett Road. There is a culvert with a walkway above it at the north end of the building.

There is a required transformer pad planned near the bike racks.

OEA, landscape and civil are preparing for the NOI. We are hoping the NOI will be ready to submit by October.

The Electrical engineer has asked for the Town's tax ID number so they can begin discussion with National Grid.

The plumbing engineer has asked for the well to be installed to get information needed for the planning of the plumbing.

Neil asked why we are doing the well installation outside of the construction package. Matt said it is because they need to know the yield from the well in order to design the plumbing system.

Mary Anne is working on scheduling the perc test.

We have a hearing with the Con Com on the 14th. They have to permit the soil borings and test pits. Dominik will confirm that the structural engineer agrees that OTO's proposal meets their needs.

The landscape architect is hoping to do a site visit. A surveyor will need to stake out the location of the building. Mary Anne is working on scheduling the surveyor.

OEA asked if we are planning to have landscape irrigation. We are not planning irrigation. We are experienced gardeners who will water by hand. We will have more conversations about this but we do not need an irrigation system.

The Library Building Committee meets next on Wednesday, September 6th at 7 pm.
The next design subcommittee meeting is Wednesday, September 13th at 4 pm.

Respectfully submitted,
Mary Anne Antonellis

