

**Library Facility Needs Assessment Committee
(LFNAC)
November 17, 2009
7:00 PM
Town Hall
Meeting Minutes**

LFNAC Members Present: Karen Traub, Mary Anne Antonellis, Martha Field, Dale Houle, Michele Regan-Ladd, Lori Tuominen
Absent: Weezie Houle
Guests: Mark Sullivan of D.A. Sullivan & Sons, Inc.
Becky Torres
Matthew Oudens, Oudens Ello Architecture
Conrad Ello, Oudens Ello Architecture
Paul Jacobs, co-president of the Friends of the Spear Library

Meeting called to order at 7:07 PM

This meeting was posted for Wednesday, November 18th, rather than Tuesday, November 17th, so these cannot be official LFNAC meeting minutes and no major decisions were taken.

1. Minutes –November 11, 2009, approval postponed until next LFNAC meeting
2. Continue Discussion of Sites
 - a. Town Hall (Site 1)

Discussed information about parking and parking limitations; minimum would be 20 parking stalls.
 - b. Lot O-32 (Site 2)
 - o Wetlands: Clarification of two wetlands area: Wetlands A along western boundary and Wetlands B near the front of the site.

To protect Wetland A, buildable site would need to come in 100ft from boundary.

Wetland B is at least 1500 sq. ft., so a 100 foot set-back applies because it is under jurisdiction. This set-back limits the buildable area. Buildable area would start at approximately 180 ft. from the road/front of the property. The front part of the property between a building and the road would be preserved as green space.

Given that there is enough space to shift around the buildable area, there is probably no need to request special permitting.
 - o Entry Drive & Parking: An entry drive and parking would be along the eastern edge of the property. A buffer along the

abutter's/eastern boundary would be necessary (fence and vegetation). Different parking and driveway scenarios were discussed.

- Pathways: Discussed pathways, walking and trails from Town Common to Library to Shutesbury Elementary School

Given the discussion so far, Lot O-32 is LFNAC's preferred site.

c. Site Analysis Summary presented.

3. Discuss town committees and abutters meeting – Dec. 2, 2009
Reviewed draft of the presentation for that meeting. The objective is to get input on the pros and cons of the two sites from the town's committee members, the abutters and other interested town residents. After discussion we decided to hold a community meeting open to everyone in town. Goal is an hour presentation and a half hour Q & A. Ice cream will be served.
4. Discussed the *Design Criteria Checklist* which was developed from page 5 of the Library Program. The checklist captures the design focus of the project. These criteria can be amended as the process moves along. A reference will be added regarding needing the building to be low maintenance and cost-effective to operate.
5. Belchertown Vote – postponed from last meeting. The local paper reported that Belchertown voted down the allocating town money or getting a loan to support the expansion of the Belchertown library under a grant from the MBLC. Belchertown was only getting 30% funding from MBLC for a \$9 million proposal. Shutesbury would receive about 60% of funding. Belchertown's library would require an increase in staffing; Shutesbury will continue to be staffed with one person. Our library budget will not change much with a new library.
6. Other
New Library Site Selection Community Discussion, Wednesday, Dec 2, 2009, 7PM
Progress report, questions & answers, ice cream social
Publicity: Town email, SES Roadtown News, Library web site
7. Mary Anne gave a MBLC update from when she met with Rosemary Waltos. Rosemary gave Mary Anne a "to do" and "not to do" list for library building design and shared with LFNAC. MBLC expects to award ten grants in the next round. Mary Anne will coordinate a meeting with Rosemary and our architects at the beginning of our design stage.

8. Fundraising – Karen talked with the Friends of the Pelham Library, and they were very successful with their fundraising.

9. Next steps: Community site selection discussion

10. Next meeting dates:

Community Site Selection Discussion: Wednesday, December 2, 2009, 7PM, Town Hall

LFNAC Committee meeting, Monday, December 14, 2009, 7PM, Town Hall

Adjourned: 9:30PM