ADVISORY TO THE PUBLIC:
Pursuant to Chapter 20 of the Acts of 2021 and extended by Chapters 22 and 107 of the Acts of 2022, this Jones Library Buildings and Facilities Committee meeting will be conducted via remote means. Members of the public who wish to access the meeting may do so via Zoom or by telephone. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means.

Public Body: The Jones Library, Inc. Buildings and Facilities Committee
Date: Monday, June 17, 2024
Time: 9-10am
Location: Zoom Webinar

You are invited to a Zoom webinar.
When: Jun 17, 2024 09:00 AM Eastern Time (US and Canada)
Topic: The Jones Library, Inc. Buildings and Facilities Committee Meeting

Please click the link below to join the webinar:
https://amherstma.zoom.us/j/87656210717
Or One tap mobile:
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Dial(for higher quality, dial a number based on your current location):
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Webinar ID: 876 5621 0717
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Meeting Agenda

I. Call to Order (Welcome, Farah, Tammy, George, and Sharon!)
II. Minutes (5-21-24) *
III. Public Comment
IV. Monthly Buildings and Grounds Report
V. Backup Building Project Planning *
VI. Topics Not Anticipated by Chair 48 Hours in Advance
VII. Adjourn

Next Meeting: Tuesday, July 9, 2024; 9am; Zoom?

** Please note that the list of topics in this notice was comprehensive at the time of posting, however the public body may consider and take action on unforeseen matters not reasonably anticipated by the Chair 48 hours in advance of the meeting.
* Denotes handout(s) will be made available.
Red indicates vote required.
Meeting of the Jones Library Trustees Building and Facilities Committee

21 May 2024 - 9 a.m. – meeting conducted online via Zoom Webinar

Members Present: Sharon Sharry, Eugene Goffredo, Farah Ameen, George Hicks-Richards

Member Not Present: None

Also Present: Members of the Public (6 attendee(s) at start of meeting)

1. Call to Order/Attendance – Trustee Ameen called meeting to order @9:00am.
2. Changes/Additions to Agenda. None
3. Approval of Minutes from Previous Meeting(s) (4-22-24). Approved
4. Ameen stated that the N. Amherst Library opening was a very positive event
5. Public Comment.
   a. Bob Pam (in a non-JL Trustee role) suggested 3 year plan around HVAC, roof, fire system, boilers, room upgrades, main floor bathrooms, reconfiguration to make space usage more efficient.
   b. Maria Kopicki stated that more of the town should be included in the process, and that Trustee Goffredo should recuse based on spouse being expansion project campaign manager.
   c. Pam Rooney stated that she is now a member of Jones Library Building Committee, is coming up to speed on the library physical structure and related issues.
   d. Arlie stated that she is new to this issue and confused that since the population of the town is getting smaller, including students, questioned why the expansion is needed and has a preference for keeping plans more modest, with less demolition.
   e. Hetty Startup stated very concerned on the work that needs to be done on HVAC, fire suppression, and urged strongly that the town should not go forward with any kind of rebidding process.
6. Trustee Ameen stated that the town has rejected the sole GC bid, and that the Trustees have voted to go to rebid in the fall and apply for an extension of the MBLC grant deadline, in the meantime this committee will start working on a backup plan assuming the expansion project does not go forward
   a. Building Grounds report: Hicks-Richards stated AC will be turned on next week, and had painted the atrium roof with greenhouse paint to reduce UV in preparation.
   b. Trustee Ameen asked about any leaks from recent rain, Hicks-Richard stated that there has been leakage, was up on the atrium roof stated the glazing/caulking is fairly dried and cracked. Trustee Ameen asked what main concern was around AC, Hicks-Richards stated a lot of our equipment is old, the cooling tower is not as old as the rest of equipment, but rest of system has issues, valves are not functioning correctly but can work around that to some extent due to some system redundancy, noted repairs are expensive due to needing wall/ceiling removal or shutting of the water main. Trying to be mindful of whether the expansion project does or does not go forward.
   c. Trustee Ameen asked about updates on the van, Hicks-Richards said the new (electric) van came in late January of this year and a charging station was installed. The van is larger, with a lower lift height so easier to use. Hicks-Richards stated he thought it’s the first fully electric commercial vehicle in town
7. Backup building project planning
   a. Need to plan for what happens immediately as even if the expansion does go ahead, current building will be used for at least a year or the rebid process does not succeed.
   b. Trustee Ameen asked what is the process and next steps that need to be taken. Director Sharry stated we have two main immediate issues, the HVAC and the fire alert and sprinkler systems that need to addressed. These would need to go through the normal JCPC process to allocate money from the town. Stated fire alert system is a ‘easy fix’ that will cause minimal disruption. The HVAC would cause disruption including temporarily moving out of the building and require more robust process to address including architects and design and bids. Trustee Ameen asked how the JCPC process would work as
FY25 process is already done, Director Sharry stated we could possibly go to the town for FY25 funds since we are still in FY24 else would do FY26. Trustee Ameen asked if there was an emergency fund if the HVAC needed immediate replacement and Director Sharry stated there is a town emergency fund if needed.

c. Hicks-Richards stated that there has been alternative planning in case the expansion project did not go forward, plans were created in 2020 to create two fallback options
   i. Options 1 (three phases with largest item last, require moving out of building twice) $17m
      1. Atrium roof and elevator approximate $2.5m
      2. Exterior improvements $2.5m
      3. Plumbing/HVAC/Fire/Electrical/accessibility, a bit over $12m due to hitting a dollar amount that causes accessibility issues to be addressed by law
   ii. Option 2 (bundles items that require moving out into one phase, only need to move once) $15m
      1. Atrium roof, elevator, plumbing, HVAC, Fire, Mechanical, Electrical, accessibility
      2. All exterior
   iii. Total options costs would be 12-14M based on 2020 dollars
   iv. No new bathrooms, teen space, reconfiguring/knocking down walls
   v. Costs above don’t include administrative costs or moving costs.
   vi. Numbers were also based on replacement in kind, not including more modern solutions, boilers vs air pumps etc.
   vii. For this year, fire system and HVAC should be first priorities
   viii. Above plans/costs don’t include any new bathrooms or new teen spaces or major reconfiguration
   ix. Replace in kind to keep things as affordable as possible, while newer boilers etc. are more efficient, but not as efficient as new tech like heat pumps

d. Trustee Ameen asked what are next steps for HVAC and fire alert system
   i. Director Sharon responded she and Hicks-Richards would need to discuss with Town Manager for best way forward.
   ii. Go forward with fire alert system while design study would be happening for HVAC
   iii. HVAC is very complex, touches so many parts of building, will need a design study using an external architect
   iv. Director Sharon and Hicks-Richards to work on proposal, bring to Town Manager, then bring back to B&F committee

e. Trustee Ameen asked if any donations for expansion could be used for only renovations not full expansion project, Director Sharon stated that was a question for the capital campaign and the Friends of the Jones.

f. Trustee Goffredo stated that based on the nature of the discussions during the meeting, that included aspects of the expansion and renovation project of which his spouse is employed by the Friends of the Jones Library as the campaign manager, he would need to leave the committee due to potential conflict of interest.

8. Trustee Ameen adjourned meeting at 9:57am

Respectfully submitted by Eugene Goffredo
May 29, 2024

TO: Buildings and Facilities Committee

FROM: Sharon Sharry, Library Director

RE: “Plan B”

Below, please find an updated list of prioritized requests for JCPC. This is the road map we will follow if the expansion/renovation project does not come to fruition.

This timeline is ambitious; it could be lengthened if the Town prefers. And in some cases, when projects take longer than 1 year, the timeline will have to be extended.

In creating this list, George and I aimed for the completion of 1 feasibility study and 1-2 sets of problems each year.

The timeline begins in FY25, assuming the Trustees would be responsible for the first $1.8 million of this work.

FY25 JCPC
- Hire architect for feasibility study for HVAC replacement (i.e., elimination of fossil fuels)
- Replace fire alert system/sprinklers
  - Replace IT network wiring at same time?
- Children’s Room asbestos abatement

FY26 JCPC
- Replace HVAC
- Hire architect for feasibility study for:
  - Atrium replacement
  - Roof replacement
  - Asbestos abatement

FY27 JCPC
- Replace Atrium
- Replace roof
- Perform abatement
- Replace windows

FY28 JCPC
- Hire architect for feasibility study for:
  - ADA accessibility
  - Replace small elevator
  - Patron/staff restrooms (repair/make accessible)
- Replace burglar alarm system
- Woodbury Room IT replacement
- Amherst Room lighting

**FY29 JCPC**
- ADA accessibility
- Replace small elevator
- Repair and make accessible patron/staff restrooms

**FY30 JCPC**
- Hire landscape architects for **feasibility study** for:
  - Tree/sewer line
  - Driveway repair
  - Landscaping
- Exterior repairs (brick/trim)

**FY31 JCPC**
- Cut down tree; replace sewer line
- Driveway repair
- Landscaping

**FY32 JCPC**
- Install new interior/exterior signage
- Install new carpeting
- Repair and paint walls

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**Not accounted for:**
- Teen space
- Basement safety

**NB:**
- OPM required for any work costing over $1.5 million
- Staff will not remain in building when walls are being “opened-up” (i.e., interim space will need to be procured when the work being performed is expected to last several months)
- The existing building has an assessed value of $23,010,600 (FY24 assessment). If the proposed work will cost more than 30% of the full and fair cash value of the building ($6,903,180) within a three-year period, the entire building is required to comply with 521 CMR (ADA accessibility)