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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: Tuesday, September 19, 2023

Time: 4-5pm

Location: Zoom Webinar

You are invited to a Zoom webinar.

When: Sep 19, 2023 04:00 PM 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/85058750791>

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Meeting Agenda

- I. Call to Order (Welcome, Alex, Farah, George, and Sharon!)
- II. **Minutes (8-22-23) ***
- III. Public Comment
- IV. Delivery Van Update (September 2023!)
- V. North Amherst Library Building Project Update
 - A. Wednesday, September 27, 2023 – last open day at Mill District
 - B. Thursday, September 28, 2023 – staff pack
 - C. Friday, September 29, 2023 – DPW moves all NAL books/furniture out of Mill District location and into the 8 Montague Road location
 - D. October/November 2023 – NAL public services resume at 8 Montague Road
- VI. Monthly Buildings and Grounds Report
- VII. Backup Building Project Planning (Updated Western Builders List) *
- VIII. Topics Not Anticipated by Chair 48 Hours in Advance
- IX. Adjourn

Next Meeting: **Tuesday, October 17, 2023; 4pm; 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.

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Meeting of the Jones Library, Inc. Buildings and Facilities Committee
August 22, 2023 9:00 a.m. meeting conducted via Zoom webinar

Members Present: Alex Lefebvre, Farah Ameen, and George Hicks-Richards
Also present: Sharon Sharry and members of the public (5 attendees)

- I. Meeting called to order at 9:00 a.m.

- II. **MOTION:** To approve the minutes of April 25, 2023. Approved 3-0-0.

- III. Public Comment - none

- IV. Delivery Van Update – Van is being built and projected delivery is sometime in September. Not sure the process and how long it will take as this is the first ‘Town’ vehicle being purchased for the Library. Once we get the van, we will be able to install the charging station in the shed as the shed will remain after the project.

- V. North Amherst Library Building Project Update
 - A. Timeline:
 - 1. Saturday, September 2, 2023 – last open day at Mill District
 - 2. Tuesday, September 5 – staff pack
 - 3. Wednesday, September 6 – DPW moves all NAL books/furniture back to 8 Montague Rd
 - 4. October 2023 – NAL public service resumes at 8 Montague Rd
 - B. Still need furniture for the space. Also, let the Town Manager know that the Trustees would appreciate being included on the date of the grand reopening. They will be setting up a date for the walk-through of the building but date has not been set yet.
 - C. Question why it is taking a month to re-open. This is a new space that will be configured differently due to loss of space (ADA and configuration to accommodate the new addition). Also, the branch librarian was hired after the move to the Mill District. It will take some time to determine how best to design, configure, and create the new space. Also, there are factors beyond library control such as waiting for new circulation desk furniture to arrive, removal of the gas station, paving etc. to be done by DPW. The October date was so that all the moving parts could be completed and have an opening date that was realistic versus being pushed back.
 - D. Question what happened to the old furniture and why are we not reusing? The total space got smaller because of ADA compliance, and many of the furniture items, such as the circulation desk were either too large for the new space and/or were not ADA compliant.

- VI. Branch MOU – have been working with Sean and Paul putting together a MOU and annual fee for use of both Branches. In the home stretch, almost completed.

- VII. Monthly Building and Grounds Report
 - A. Several weeks ago, during heavy downpour, flooding issue with the atrium. Want to commend staff for working around the clock to get the building open within 3 days of the incident. Staff is accustomed to dealing with drying out the building. Removed all wet ceiling tiles, did exploratory search to make sure no moisture in the walls. The sprinkler pipe that burst was patched. Will do a more permanent replacement within a month. The firm doing the repair is backed up with work from UMass. Also want to express gratitude to other Town Departments that all came together to help get the Library reopened as quickly as possible.
 - B. Question if this fix would extend the life of the system. Sprinkler system was one of the top 3 priorities back in 2017. Town only has the HVAC and roof on their list for the engineer. Do we have a sense if the sprinkler system will now last longer? Everyone knows the age of the system. All the pipes are of the same age. Only the impacted pipe is being replaced. With a dry system, when the state conducts testing every year, once water goes into the system during testing, some water can remain and over the years it rots and creates a weak spot. In the case of the burst pipe, there was water in an elbow that rotted out the pipe.

- C. Conduct quarterly test on the seals and what keeps water from filling the pipes (both Town and contractor test). Every 3-5 years, pull a pipe to see if there is any sediment. Question when the last time this was done. It was done last year. In fact, the pipe that was pulled was near the pipe that burst.
- D. Comment that there were some questions about if the flooding was related to drains not being properly cleaned. The answer is no, the drains do constantly get clogged and are checked weekly. When George brought the building inspector through for reopening inspection, he had never been on the roof before. The first comment of the building inspector was that the building was not designed for enough drainage.
- E. Another HVAC control module died and the system is being operated manually until a replacement can be installed.
- F. Question if we are able to get the needed part as the age of our system sometimes makes this difficult. Due to the fact that they need to mix old technology and new technology it has to be designed, which takes time. The unit being replaced speeds up and slows down the circulation fans. Because we need to run it manually until it is replaced it is running on high speed all the time. Typically switch to heat early September. This module that is being replaced is used in both heating and cooling.
- G. Question about paying for the repair. For several year the Library has requested a pool of funds through JCPC from which we can address these emergency repairs that crop up on our aged-out systems. The Town prefers to have us approach them as needs arise. We don't have the quote yet to know if the cost meets the JCPC threshold. Once we have the quote back, will approach Town as appropriate. Commented that - good news that JCPC has recommended that the Library, like the other Town departments, have available funds set aside as part of the budget to address these types of issues.

VIII. Backup Building Project Planning

- A. Town plan is to hire an engineer to do a feasibility study. Since the work will exceed \$1.5M, an OPM will be required. Confirmed that any Repair B project would need to comply with ECAC sustainability guidelines.
- B. Question if the Town is waiting on the library or needs anything further from us to hire the engineer and proceed with creating a scope for the engineer. No, all information has been provided and the next steps remain with Town.
- C. Question about list of priorities that George put together back in 2017 and if this needs to be updated in anyway, anything added or additional information. Want to make sure that any scope given to the engineers includes most current state of building needs. WBI estimate included certain items together as they made the most financial sense to repair at the same time. Confirmed that town group working on Repair B option is constantly in the loop regarding status of building and is up to speed on necessary repairs.
- D. Comment that the B&F Chair met with Capital Campaign members yesterday and was happy and grateful to hear that they have secured \$37.5M (of their \$43.9M goal). The decision to move forward with the project after the cost escalations was a difficult one, but the concern over the cost of repairs needed and the ability and of the Town to fund all of the necessary repairs with the other priorities in Town if the project did not proceed weighed heavily. Want to express gratitude for all of the incredible work of the Friends Capital Campaign toward what now seems like an achievable goal.

IX. Public Comment - Bob Pam

- A. When the move at the North Amherst Library occurs, suggested that DPW move everything into the community room to enable staff to think about how things will be organized and have the space to be thoughtful about where things are put into the new space.
- B. Rainfall is increasing and want to make sure that any plans for the renovated and expanded building are contemplating the increased rainfall in drainage pipes, swales, etc.

X. Topics Not Anticipated by the Chair - none

XI. Meeting adjourned at 9:41 a.m.

Respectfully submitted by Alex Lefebvre

Priority list for Capital Repairs to Jones Library building

Updated 9/14/2023

1. Replace HVAC systems utilizing existing cooling tower and retaining gas service; to include new boilers, circulation pumps, fan coil units, air handlers and chiller. Replace HVAC controls throughout building with modern system, as is currently in Special Collections.
2. Replace fire alert system with an addressable system; ensure device placement is up to current code. Renovate sprinkler system with new control panels, replace existing piping in original building and add where needed to be up to current code.
3. Replace glass atrium roof; redesign rubber membrane surround to address leakage issues.
4. Restore slate roof.
5. Exterior repairs; to include repointing stone and brick, repairing/replacing wood trim as needed, refinishing.
6. Restore windows in original portion of building, replace storm windows throughout.
7. Replace burglar alarm system.
8. Install new carpet throughout where currently exists (excluding Woodbury Room).
9. Replace front vestibule inner door; make front entrance handicap accessible.
10. Replace small elevator in original portion of building to conform with current code and ADA requirements.
11. Complete repaint of interior ceilings/walls/staircases/trim.