

JONES LIBRARY

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NOTICE OF MEETING

Inhabitants of the Town of Amherst:
You are hereby notified that there will be a meeting of:

Public Body: The Jones Library, Inc. Buildings and Facilities Committee

Date: Tuesday, November 15, 2022

Time: 4:15-5:15pm

Location: Zoom Webinar

ADVISORY TO THE PUBLIC: This special Jones Library Buildings and Facilities Committee meeting will occur virtually via ZOOM and will be streamed live here:

You are invited to a Zoom webinar.

When: Nov 15, 2022 04:15 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/88100030723>

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Webinar ID: 881 0003 0723

International numbers available: <https://amherstma.zoom.us/u/kezOsqqDDG>

Meeting Agenda

- I. Call to Order (Welcome, Alex, Farah, George, and Sharon!)
- II. **Minutes (10-4-22) ***
- III. Public Comment
- IV. Delivery Van Update
- V. North Amherst Library Building Project Update
- VI. Monthly Buildings and Grounds Report
- VII. Backup Building Project Planning
- VIII. Topics Not Anticipated by Chair 48 Hours in Advance
- IX. Adjourn

Next Meeting: Tuesday, December 20, 2022; 4:15pm; 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
October 4, 2022 4:00 p.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 (3 attendees)

- I. Meeting called to order at 4:02 a.m.
- II. **MOTION:** To approve the minutes of August 23, 2022. Approved as amended 3-0-0.
- III. Public Comment - None
- IV. Delivery Van Update - Funding approved through JCPC, estimated 3-6 months for delivery. JCPC approved less than what ended up being the total cost. Because we did not expend all of our town appropriation funds from last year, that was moved to this account line so that it was fully funded.
- V. North Amherst Library Building Project Update
 - Staffing –most recent hire had to leave. In the process of hiring someone new. Should not be short staffed for too long. Seeing about 20 patrons per day (don't have patron counters there so manually keeping track). The Mill District has been a great partner. People are still finding the new library space so not sure it is representative yet of what we can expect.
 - Large part of collection not able to display. Being reviewed and weeded at the Jones. Using the Goodwin Room for this task. Guilford Mooring is keeping the library posted on the project. Sending pictures to Special Collections when makes sense. Believe we are on schedule.
- VI. Monthly Building and Grounds Report
 - The heat was scheduled to go on today. The air-conditioning system is the more troublesome of the systems so always a sign of relief when we switch to heat. Had some bad rainstorms and there are more leaks in the roof in different places.
 - Doing our best to keep up with watering of plants to be transferred to Kestrel. Supposed to be moved in the fall but sounds like it will happen in the spring.
 - Asked about emergency roof repair and if that was completed. Yes. Had to look for an emergency repair over Special Collections and we were finally able to get that work done.
 - Any other areas in the roof of concern? Section of the original slate roof over the narrow spiral staircase to staff lounge has a chronic leak. Some of the ceiling came down (1ft x1ft piece). Keeping an eye on the ceiling. It has been a minor leak over time. If we go another year would need someone to check it out. George can't access that section of the roof, need to hire someone. Since nothing will happen for at least two years, dealing with things on a band aid basis.
 - Question about damage to 1920 building reported in the existing conditions report. Are these due to leaks from the atrium, the roof or both? Both. Over the last 15 years the rubber membrane roof has been replaced and redesigned, atrium recalked once or twice and have done several roof patching replacements through JCPC and CPA.
 - Asked if additional repairs to the area by staffing could be paid under the Library maintenance budget? Yes. However, if we have larger repairs would need to come out of capital. Last time requested emergency repair fund to have in case issues arose, the town did not want to give extra money in anticipation but

rather for us to reach out and request money if an emergency arose. It would be good to keep in contact with Town to make sure that continues to be how they want to handle these situations.

- Do we need to be looking at replacing the whole roof, some type of proactive repairs or dealing with them as they arise? George feels like we need to continue to do localized repairs as we need them. Slate roofs are difficult because every time you work on them you have the potential for other problems areas to arise. Also, anything more than localized repairs we would need to hire an architect because it triggers town and state guidelines that require an architect, bids, etc. Any partial roof repair will trigger that. Suggested talking with Finance Director and Town Manager to get their views on how they would like us to handle. Discussion about involving Rob Morra and Jeremiah Laplante – further discussion to be had in next agenda item.

VII. Backup Building Project Planning

- Last meeting requested a review of the prioritization of the building needs to begin preparing for JCPC request. Would like to also request that as part of that process we are thinking about infrastructure priorities from both a Library services and town priorities perspective. For example,
 - Sustainability - our sustainability committee has pointed out that we cannot simply convert the building to a heat pump system given the inefficiencies of our building and the size of the equipment. There is no 'plug and play option' like you would have in your home of simply replacing a gas heating system with mini splits. Given the town by-law regarding net zero buildings (which does not apply to our building but is clearly the will of our community and a priority for town buildings), what options are possible and how much impact would those options have? Would we need to gut the building and take it down to studs to be able to achieve the goals of town or is there something in the middle?
 - Technology – we know from our former Head of IT that the 1990 addition was a pre-internet addition, there is no flexibility to accommodate technology needs. He also stated that building is out of capacity for data ports and phones. We are using previous generation wiring and it is not to code, Our main conduit for pipe wiring is nearing capacity and after it is full, we won't be able to accommodate updated technology. At present contractors have to drill through concrete and floors because don't have proper routing of wiring. When work is done it is more expensive, costing in the thousands of dollars and done piecemeal and hodgepodge. Access to technology and the ability to teach digital literacy are key components in a library's ability to equitably provide needed services to community members. Again, bringing the building down to studs creates the ability to address these needs, is there another alternative and what would that cost?
 - Safety issues – we heard from many teens, children, and parents about safety concerns in places like the basement and we know there are public safety concerns that will need to be addressed. How can this be accomplished?
- These are types of issues we will need to deal with in a repair that are not currently addressed in the WBI and Kuhn estimates.
- Issue of time between now and when project breaks ground. Do we continue to deal with emergencies as they arise versus proactively doing something else and what is the cost benefit for each? If the project does not proceed, what are next steps?
- In discussing MOA with Town, if project does not move forward, \$1.8M will go back to replacing HVAC system and we have 3 years to do that. As part of that process the town wants us to work with Jeremiah Laplante, Facilities Director and Rob Morra, Building Commissioner. Both have experience with buildings and building projects.
- George reached out to Kuhn Riddle to ask if we could just have repair work done on the HFAC without doing other things. The answer is yes; however, it will be costlier in the end because the HVAC system runs around the atrium so if the atrium is later replaced, it will be costlier. Also breaking the work up compounds costs.

- How soon can we get Jeremiah and Rob involved? Would like to initiate the process now. Have George give them a tour of the systems. Get them the existing conditions report, Western Builders and Kuhn Riddle documents so they can get familiar with the building and its needs.
- It would be good to know how much the band aid fixes for next few years cost and how much plan B would cost.
- We have the cost estimates from WBI and the work from Kuhn. They don't include the issues above around technology, sustainability, or safety issues, nor do they take into consideration meeting the community needs. All the work on the building project has given us information around community needs, shortcomings in the building, etc. As far as space planning, work was done with the MBLC and the library staff has weeded collections and worked on maximizing spaces and rearranging spaces as much as possible. The next step would need to be hiring an architect to determine how to meet the infrastructure needs as well as community needs, as much as possible.
- The Library spent \$80k for the WBI, Kuhn and the energy modeling work for a net zero building. If the town would like to hire an architect now for that next step, we can discuss how that would be funded. These are all part of the conversations that can be had with Rob and Jeremiah to see their thoughts on best ways to proceed. Also talked about if it makes sense to involve Stephanie Ciccarello or ECAC around sustainability? Sharon will reach out to all 3 to invite them to our next meeting so we can work with them around planning and next steps.
- Noted that the WBI report was compiled in five years ago. At that time, HVAC was 4th on the list of priorities rather than number one. The priorities have changed in the last 5 years. Most of unplanned repairs have been to the HVAC system.
- Next meeting scheduled tentatively for November 15 at 4:15 pm. Library Director will check with Rob, Jeremiah and Stephanie and then let us know.

VIII. Offered another opportunity for Public Comment – none

IX. Topics Not Anticipated by the Chair - none

X. Meeting adjourned at 4:45 p.m.

Respectfully submitted by Alex Lefebvre