

Minutes Library Board of Trustees Building Committee

February 18, 2021

Present: Jack Chandler, Matt Emsley, Mike Glavin, Matt Scannell, Pat Campbell

Mike Glavin called the meeting to order at 7:02 p.m.

Committee members introduced themselves and provided relevant background as Sterling residents and experience they bring.

Jack Chandler did not receive the material by email, so he will email Pat Campbell and she will send it out to him.

Pat Campbell, Library Director, provided background on issues with the aging elevator and the lift arrangement at the library, and the opinions of the former facilities manager and the company that serviced the elevator that a new elevator would be more cost effective than making major repairs to the existing elevator, when parts are no longer made, and repairs would become more difficult/expensive.

Since the lift/elevator arrangement did not provide ADA access for people who use mobility carts, the proposal was to build a tower that would accommodate current ADA access needs.

The Capital Committee approved \$50,000 for a feasibility study/preliminary design and was voted at Town Meeting.

The Board of Library Trustees prepared an RFP under the State Design for Public Buildings under \$30,000 bid process and accepted a bid from LLB A/A.

Mike Glavin invited Matt Scannell, the Trustees liaison to the Sterling Master Plan Committee, who had been working on an ADA option involving ramps to the three levels of the library, to present on the ADA approach he has been working on with SMPC.

Matt will send his designs out to the Library Building Committee for their review.

The committee members discussed the next step of contracting with LLB A/A. The proposal was to ask the firm to provide their AIA design contract. Pat Campbell would contact the Town Administrator and ask her to review it. If she was comfortable with the provisions, the Chair of the Trustees or the Town Administrator would then sign it. If she had issues that she wanted Town Counsel to review, that would be the next step.

Matt Emsley proposed the firm present a book ends preliminary approach on what is possible beginning with what is simplest and expecting a middle approach might be the decision. The

committee members agreed. He suggested the parameters and goal of the project be clear and well defined.

Jack Chandler asked for a walk through of the building. The committee agreed to meet on Saturday, February 27 at 9 a.m. to review the building before their next meeting at which they expect to meet with the project manager from LLB A/A. Matt Emsley suggested that LLB present a timeline as soon as possible.

Jack Chandler asked about the timing of funding and Annual Town Meeting, which would be tight.

The next meeting was scheduled for Thursday, March 4 at 7:00 p.m. and then rescheduled for March, 11, 2021 at 7 p.m.

The meeting adjourned at 7:54 p.m.

Respectfully submitted,
Patricia Campbell