

Library Building Committee  
Minutes  
December 11, 2014  
TML Maine Room, 4:00pm

Present: Molly MacAuslan, Chair, Frank Governali, Martha Palmer, Kate Williams-Hewitt, Kelly Hasson, Greg Marles, Jay Scherma, Nadine Cole, Cynthia Loebenstein, Dick Reed.

Call to order: 4:04pm.

- 1) Approval of Meeting Minutes: October 30, 2014: Molly

Approved.

- 2) FF&E Update: Dick & Nadine

-Reed and Co. updated the Committee on a change required by the D.E.P. in their permit. (They have mandated a different system for the treatment of storm water that will result in a net increase of \$64,000 to the construction costs.)

-Nadine shared revised FF&E draft documents. The LBC gave feedback and asked her to obtain prices for providing the lower stacks with a wooden canopy instead of metal.

-Frank and Martha will reach out to local independent cabinet makers who might build the Children's Circulation Desk. If any are interested, they will be put in contact with Zachau Construction.

-Nadine shared current pictures of TML staff work stations. She shared her plans for the work room including storage shelves, desks and seating. Nadine has researched the recommended company and feels comfortable about the quality and reputation of the firm. There are computer keyboard shelves and plugs at user level. The committee voted all in favor for the finishes. Samples will be shared prior to ordering.

- 3) Sustainability: Dick

Dick shared a sustainability report that is very impressive. The Committee reviewed the document for clarification and checked on new engineering and technology work to see if solar was an option. Greg is working with Efficiency of Maine to receive a rebate.

- 4) Wish List for Construction: Dick & Molly

The committee reviewed the Wish List and prioritized the items included. The wish list items included were weighted to coordinate with the construction schedule as cost savings were realized and to communicate the committee's values-based intentions.

- Among the items reviewed, the Key Card Access System was discussed extensively to ensure that the LBC had allocated sufficient doors with the ability to be activated.

--The LBC voted to: Expand the Istar4 control panel **to the 8-door module and place it at the top of the wish list** to allow room in the panel for changes over the life of the TML. We also voted to increase card access from 4 doors to 6 doors as part of the upgrade. We commend this change to the Town Manager for his review and approval. Passed unanimously.

- 5) Other?

The library will be closed on January 6, 2015 for the transition to the Spurwink School. Greg will research listing old shelving on web sites as well as offering shelves to public.

- 6) Next Meeting: January 22, 2015 @ 4:00pm

- 7) Adjournment: 6:21pm

Draft Minutes by Kate Williams-Hewitt

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**Citizen Participation at Meetings & Workshops**

**Library Building Committee Meetings and workshops:** The purpose of monthly meetings and occasional workshops is primarily for the Library Building Committee to conduct the business of the Committee in accordance with its Charge from the Town Council. Prior to Committee discussion on any item, members of the public may speak on each agenda item for not more than three minutes each and up to a total of 15 minutes. If there are more speakers than the time available, the Chair of the Committee may allocate the speaking time in order to balance the debate. The public will also be afforded an opportunity to speak, using the above guidelines, at the conclusion of each meeting.

DRAFT