

P.B.C.

Permanent Building Committee

Meeting Minutes for Tuesday, July 20, 2010

Present at meeting:

John Ferrari, Permanent Building Committee (PBC)
Miguel A. Linera, PBC
David Dalturio, PBC
Philip O'Brien, Johnson Roberts Associates, Inc (JRA)
Stewart Roberts, JRA
Scott Richardson, Gorman Richardson Architect (GRA)
Rownak Hussain, Hopkinton Public Library (HPL)
Laura Barry, HPL
Brian Main, Owner's Project Manager

Agenda:

Status of Designer Contract
Johnson & Roberts project update
Timeline discussions
General Business
Next Steps
Adjournment

Documents presented at meeting:

Executive Summary, presented by Brian Main
Massachusetts Public Library Construction program
2010-2011 Grant Application Round Calendar, provided by H.P.L.
Proposed Project Schedule, presented by JRA
HPL Draft Building Program Summary, presented by JRA

Meeting start time 7:00pm

Brian Main (HPL Project Manager) presented Executive Summary Document, Which denotes contract status with Architect JRA for Feasibilities Studies, Milestones, Critical tasks and Timeline for Project.

JRA begins their presentation:

Stewart Roberts (JRA) talked about existing library program and future requirements. Existing Library is approximately 5,000 sf. Proposed 26,000 sf. in order to meet State requirements based on population count.

Philip O'Brien (JRA) brought up some background information on existing building conditions.

Existing Library building in relative good conditions, limited rot.

Small localized masonry issues on exterior perimeter wall.

Center School and Library buildings have problems meeting seismic code requirements and neither can carry stack loading on upper floors.

66 parking spaces are required for optimal conditions.

Stewart Roberts (JRA) presented preliminary architectural design options for all 3 potential sites for HPL expansion.

Site 1: 0 Clafflin Place.

JRA commented on site setback issues due to lot width (plans shown)
Current zoning issues, no Library allowed under Zone B, Special Permit is required.
In general the lot dimensions and parking requirements make for a long and narrow building, Deliveries and vehicular access to the site travel through neighborhood streets.

Site 2: Existing Site of HPL

JRA presented plans on options for an addition to the existing library:
HPL building needs 3 stories + addition in order to fit program requirements and can only get 23 parking spaces on adjacent lot. The remaining 43 parking spaces have to be some how quantified for the grant application.
Other option shown expands the building into the adjacent lot and can maintain all program requirements on 2 levels, but does not get any parking.

Site 3: Center School Building

JRA presented plans, which use the existing school building.
Plan calls for demolition of portions of building behind original school building to create new addition connected to original school building.
Existing site provides more area and parking than required.
There will be Boiler connection issues with this option.
This option has the potential to create additional Town space from existing infrastructure at back of school building. Brian Main commented on perhaps Master planning this as an option.

Next Steps:

HPL to meet with MBK for design advise based on comments from the meeting
JRA to provide PBC with site selection matrix.
PBC to issue a Request for Qualifications (RFQ) for Schematics Design.

Meeting close: 9:00pm