

Town of Newington  
Library Renovations/Addition Project Building Committee  
June 20, 2017  
Town Hall – Conference Room One  
Special Meeting Minutes

- I. Call to Order – The meeting was called to order by Committee Chairperson Newell Stamm, Jr., at 5:32 PM.
- II. Roll Call -Members present: Newell Stamm, Jr., Chairperson; Dave Nagel; Laurel Goodgion; Maureen Lyons, and LeeAnn Manke. Others present: Lisa Masten, Library Director; Diane Stamm, Chairperson, Library Board of Trustees; and Jeff Baron, Director of Administrative Services.
- III. Public Participation – None.
- IV. Approval of Prior Meeting Minutes - Ms. Lyons made a motion that the minutes for the June 6, 2017 meeting be approved as presented. A second to the motion was made by Ms. Goodgion. The motion passed unanimously by a vote of 4 YES to 0 NO, with Mr. Nagel abstaining (absent on June 6<sup>th</sup>).
- V. Discuss and Take Action on LDS Report – Mr. Stamm briefly reviewed the Committee’s activity at its previous meeting, including the changes to Table 6 of the Library Development Solutions (LDS) study. The question comes down to “How much will it cost?” The cost comes from square footage. There is also the question of how the library will handle the 18 months when the building is under construction. He felt that the pictures in the report did a good job of showing how the library struggles for space. Staff space and children’s space is critical. If you are renovating 30,000 square feet of the existing building, you are looking at a substantial portion of the building. If the entrance were also to be changed, this would be drastically different from an addition. It would drastically change what the Committee is asking for from the Town Council. Ms. Manke stated that it was difficult to reconcile three different heating, ventilating and air conditioning (HVAC) systems. She felt that construction would require two phases. Logically, the addition would be built first, then the existing building would be gutted and the HVAC replaced. The long term result would be much more efficient and functional. Mr. Stamm felt that the building was pretty but inadequate for the staff, for programs, and for technology. The front entrance has been a problem. Ms. Manke stated that she didn’t know how far back a contractor would have to go to expose the HVAC system and ductwork. It is possible that no one knows where the ductwork might go or what the contractor would have to

do. Ms. Goodgion added that the 1989 addition was not flexible space. A library today wants open space, open rooms, and the flexibility to rearrange things. Ms. Lyons noted that the Town Hall proposed building is starting from scratch. It might be more expensive to put a band aid on things than to renovate the entire space. Mr. Stamm put forward some ideas on how some existing library space could be used. Ms. Goodgion felt that the Committee was jumping ahead too much. It needs to establish a program, then have an architect resolve these questions. Mr. Baron concurred. Ms. Masten also pointed out that while the collection would shrink some as of July the inter-library delivery system will be different. The result will be that the collection will only shrink so much. The library will be looking at collection development differently. Mr. Stamm asked if the revisions to Table 6 made the table too confusing. Ms. Manke felt that some people like that level of detail. The Committee agreed to keep the changes. Ms. Manke noted that the original Table 6 concluded with an estimate of 44,506 square feet at \$350 per square foot. Mr. Stamm will reorganize the table so that these numbers continue to be included. He will then ask LDS to revise Table 6 and the Timeline, to include the other changes discussed at the June 6<sup>th</sup> meeting. The report will then be presented to the Library Board of Directors and, when the changes are received back from LDS, to the Town Council. Ms. Lyons suggested mentioning to the Town Council that the Committee intends to apply for a grant next year. The Library Board has already invested a half million dollars in property. The Committee will be going in with some type of foundation. Ms. Manke also mentioned that other avenues for funding could be looked at. Mr. Stamm will meet with the Library Board of Directors first, and then the Friends of the Library, to hone his presentation and to consult with the requesting agency on the feasibility study, before presenting it to the Town Council. When the report is received, 50 spiral bound copies will be printed.

- VI. Any Other Business Pertinent to the Committee – The Committee will meet next after the revised study report is received and it has been presented to the Board of Directors.
- VII. Public Participation- None.
- VIII. Response to Public Participation – None.
- IX. Adjournment - The meeting was adjourned at 6:35 PM.

Respectfully submitted,

*Jeff Baron*

Jeff Baron  
Director of Administrative Services

