

UPDATED Minutes Sherborn Library Building Committee (LBC)
July 14, 2015
Sherborn Police Station meeting room

Present: Mark Brown, Roger Demler, Jim Kolb, Richard Littlefield, Alexis Madison, Adam Page, Libby Yon

Also Present: Elizabeth Johnston, Library Director; Stacey Brandon, Library Trustee; Christopher Kenney, Library Trustee

The meeting was called to order at 6:30 pm

*The meeting began with the unanimous approval of meeting minutes from June 29, 2015.

Committee Chairman Jim Kolb reviewed his reference calls with library directors and building committee members who had recent experience working with DTI, the incumbent OPM firm on this project. The committee discussed Jim's findings and options for selecting an OPM firm for the next phases of the project. The primary concern was DTI's workload through the expected project timeline, what the firm's resource allocation plans were given its small size, and whether that would be sufficient for the Town's needs.

Chris Kenney agreed to submit a written request to John Sayre-Scibona at DTI for workload and resource allocation information. He will finalize a draft by the end of this week and send it to DTI by next Tuesday, July 21, so that the response can be reviewed at the next LBC meeting.

The committee asked Library Director Elizabeth Johnston and Trustee members Stacey Brandon and Chris Kenney to describe their experience working with the architectural firm that provided the preliminary design. In addition to this feedback, they explained that the design had been prepared by a joint venture between Beacon Architectural Associates and Richard Smith. In response to questions on Richard Smith's role as designer, they noted that he was closely involved in all aspects of the design process, from high-level vision down to tactical execution for the recent bathroom update at the Sherborn library.

Roger Demler asked whether solar panels or geothermal energy had been investigated, and described how the Unitarian Church had installed solar. Stacey Brandon commented that the Trustees had made a decision to pursue Leed Silver certification for this project.

Elizabeth Johnson explained that the library roof might be a challenge, due to the uniqueness of the existing tiles and the aging of the insulation beneath.

The LBC clarified its role: to provide recommendations to the Library Trustees, so that group may make informed final decisions. The discussion also clarified how the

Committee would interface with the Trustees. Chris Kenney will be the liaison between the two bodies, will be invited to the LBC meetings, and will present LBC recommendations back to the Trustees (accompanied by LBC members as needed). Because he is a voting Library Trustee, he will not also have a vote on the LBC.

Next, those present [raised the question of whether](#) Elizabeth Johnston as Library Director should be a voting member of the LBC. Also discussed needing to include Sherborn Town Administrator Dave Williams as an ex officio member.

[The LBC discussed having 5 voting members as representing a quorum \(decision pending agreement on how many voting members the LBC will consist of\)](#)

The next meeting agenda will include voting on whether to retain DTI as OPM.

The next meeting was scheduled for Tuesday, July 28 at 6:30pm at the Library, main floor. Elizabeth Johnston will be present to open the building.

*A motion was made to adjourn the meeting at 7:45pm

Respectfully Submitted,

Adam Page

*Vote Required