

TOWN OF NEWINGTON

LIBRARY RENOVATIONS/ADDITION PROJECT BUILDING COMMITTEE

August 2, 2016

LUCY ROBBINS WELLES LIBRARY –LIENHARD ROOM

SPECIAL MEETING MINUTES

- I. Call to Order – The meeting was called to order by Committee Chairperson Newell Stamm, Jr. at 7:00 PM.
- II. Roll Call – Members present: Newell Stamm, Jr., Chairperson; Dave Nagel; Laurel Goodgion; Maureen Lyons; and LeeAnn Manke. Others present: Members of the public and press; Lisa Masten, Library Director; 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 of the May 25, 2016 meeting be approved as presented. A second to the motion was provided by Ms. Manke. The motion passed unanimously. Ms. Goodgion made a motion that the minutes of the July 20, 2016 meeting be approved as presented. A second to the motion was made by Ms. Manke. The motion passed by a vote of 4 YES to 0 NO with Mr. Nagel abstaining (absent from the meeting).
- V. Review of Library Development Solutions’ Visit and Questions – As Library Development Solutions (LDS) is expected to provide a draft of the feasibility study in September, the Committee had decided to hold a meeting in the event there were additional questions or information for LDS, either resulting from the previous meeting or that had come to mind since the previous meeting, that the Committee would want to forward. If the Committee waited until their regular September meeting a substantial portion of the draft of the feasibility study would be complete. There was concern expressed about Alan Berger’s comment at the previous meeting that a community center for engagement would be different from a place to get free access to books. The Committee felt the Library could be both. There was also a little concern about Mr. Berger’s comments regarding drop-in programs. Library staff needs to have enough materials on hand for program participants without wasting resources by having too much material available that then has to be thrown away. Ms. Masten will provide the Committee with the written comments that were submitted by the Library staff. LDS has also asked for circulation information by collection format and is looking to conduct a short survey of patrons. This may help them to ascertain what Library card holders are using the Library for. Committee members expressed some pleasure in hearing that fiction will remain popular. Support was

expressed for the LDS suggestion that the Town consider using a parking consultant. Mr. Baron reported that a consultant had been hired to do a study for the Market Square/Constitution Plaza parking area but he was unable to find any other studies of parking or traffic for the Town Hall. Once the feasibility study is completed and the Committee has a viable project, it will look to retain the services of an architect and/or engineer. It could also require that firm to include the services of a traffic/parking consultant. There was some discussion on the replacement of the mechanical equipment that services the original part of the building. Belief that the original building façade needs to be retained is a strong sentiment of the Library Board. Mr. Stamm agreed to convey the Committee's thoughts to LDS.

- VI. Any Other Business Pertinent to the Committee – The Committee agreed to hold its next meeting when there is something to review, roughly a week after it receives a draft of the feasibility study from LDS. This meeting will not conflict with the Library Board's Annual Meeting, scheduled for the second Tuesday of September.
- VII. Public Participation – None.
- VIII. Response to Public Participation – None.
- IX. Adjournment – the meeting adjourned at 7:23 PM.

Respectfully submitted,

*Jeff Baron*

Jeff Baron  
Director of Administrative Services