BELMONT MEMORIAL LIBRARY BELMONT, MASSACHUSETTS
MEETING OF THE BOARD OF LIBRARY TRUSTEES and the
BELMONT FINANCIAL TASK FORCE, CAPITAL GROUP JUNE 13, 2014

Ms. Anne Marie Mahoney called the meeting to order at 8:00 a.m. in the Selectmen's Meeting Room at Town Hall. Present were Trustees Elaine Alligood, Kathleen Keohane, Matt Lowrie, Gail Mann, and Sarah Phillips. Also attending at the request of Chair Lowrie was Stewart Roberts, architect, with the firm J. Stewart Roberts Associates, Inc. Trustee Mark Carthy and Director Maureen Conners were absent. Financial Task Force (FTF) members present were: Capital Group Chair Anne Marie Mahoney, Selectman Mark A. Paolillo, Town Administrator David J. Kale, and Town Treasurer Floyd S. Carman. Assistant Town Administrator Phyllis Marshall also attended.

Capital Group Chair Mahoney said the group's goals were to address the Town's capital needs responsibly, and to put together the priority order and timeline for the projects. She mentioned in particular the capital needs of the Police Department, Department of Public Works, and the Library. In addition, the schools will have renovation needs.

Library Board Chair Lowrie began the presentation by describing the Library's high usage, importance to the community, and the current condition of the physical plant. He explained that necessary repairs and renovations could trigger forced ADA compliance, resulting in significant Town cost and a reduction in Library services and State aid. The issue before the group is whether to move towards compliance now, as part of maintenance and improvement at the current library, or to plan for a significant project on the current site, seeking a State grant when/if it becomes available in the future. The group reviewed cost estimates for required, basic, and optional repairs, in addition to the cost of ADA compliance. Trustee Keohane explained a possible timeline for repairs that would avoid triggering required ADA compliance, but only if no unexpected repairs occurred. Chair Lowrie next reviewed some of the design and size requirements for State grants for significant projects, with explanation from Mr. Roberts. The estimated cost of required and basic repairs, with and without gradual ADA compliance, versus the cost of a rebuild or significant renovation with and without a State grant was examined. The FTF group raised the issue of Town support, which would be critical to another grant application. Chair Lowrie concluded with a request for Town guidance on what the Library should be planning towards. Town Administrator Kale noted that the presentation accurately described the "conundrum".

Action Item: Library Trustees will confirm the number of library cards issued to Belmont residents.

Group Chair Anne Marie Mahoney thanked the Library Board and ended the discussion at 9:15 a.m. The Library Board of Trustees meeting adjourned at the same time.

Respectfully submitted,
Sarah Phillips, Secretary

Exhibits:
6/13/2014 – The Belmont Memorial Library presentation to the Belmont Financial Task Force

The Belmont Memorial Library

- visits with -

The Belmont Financial task Force

"The Town of Homes"
Belmont
Massachusetts

2014

Purpose – provide info; solicit feedback

- Information:
  - Library's role (brief)
  - Background on BML status (brief)
  - Background info for decision-making
    - ADA/MAAB compliance issues
    - State grant option in the future
    - Location (a review)
- Analysis (to date) for the future
- Discussion/feedback

Libraries and the future

- Uses are changing
  - The "digital divide"
  - The electronic frontier, for the rich and famous
  - Community activites (children through adult)
  - Tutoring, etc.
- One thing is manifest, though: the library only gets *more* relevant over time…
  - "Advances in technology have only increased the demand and need for library services." MBLC Commissioner Greg Shesko.

BML in Belmont; 2013 data

- 15,555 registered borrowers
  - Similar to number of regisered voters
- 545,232 borrowed items - up 1%
  - Over 1800 items per day open
- 12,808 downloaded audiobooks and eBooks – up 11%
- 38,760 reference questions answered – up 3%
- 14,391 children, teens and adults attended 443 Library sponsored programs – up 13.8%
- 6,131 people attended 250+ meetings – up 18%
- Approximately 950 visits per day open
- We are bounded by the building

Pew Research Center (2013)

- 95% of Americans age 16+ believe public libraries play an important role in giving everyone a chance to succeed;
- 95% say that public libraries are important because they promote literacy and a love of reading;
- 94% say that having a public library improves the quality of life in a community;
- 81% say that public libraries provide many services people would have a hard time finding elsewhere.
- 54% of Americans have used a public library in the past 12 months, and 72% live in a "library household"
- NB: Belmont numbers likely higher – stats show we are more heavily used, per capita, than surrounding libraries

Libraries ROI

- Libraries are a <u>capital</u> resource (rather than a human resource)
  - About 2.5% of Town Budget
  - 2/3 families/population belong
  - Services full community; open more hours

- The return to the Town is based on the <u>capital facility</u>

Investing in libraries

- New library/major expansion projects in past couple years:
  - Cambridge
    - "Anyone who doubts the relevance of libraries in the age of e-readers, amazon.com, and the iPad should visit the new central branch of the Cambridge Public Library."
  - Westwood
  - AND: Salibury, West Tisbury, Athol, Granby, Holyoke, East Boston, Millis, South Hadley, Walpole
  - Even Sunapee, NH
- The State – ($42M in last round for major projects)

The BML – how does it fit in?

- (After the Pool project)
- Oldest building that (?):
  - The primary purpose is public use
  - Has not undergone a significant revamping
- Only building that (?):
  - The primary purpose is public use
  - Is not ADA compliant

The BML – Stat!

- Accumulating list of capital needs
  - List at Exhibit A (NB: old)
  - Summary (NB: old data, updated to 2014 $s)
    - Required scope: $3.3M
    - Basic scope: $2.1M
    - ADA: $1.1M
    - Enhancements to facility?
      - No significant investment for years (just the automatic readers and the circulation area)
      - Children's room: $500k?

Critical factors, lessons and issues (overview)

- ADA/MAAB issues
  - Triggers
  - Costs
  - Impact on library (aggregate)
  - Impact on planning
- State grant money (if ever)
  - Timeline for next round
  - Requirements to take advantage
- Location
  - Including combined projects

ADA/MAAB – "triggers"

- ADA: There is no trigger; there is meeting the law voluntarily, by Court order or instead sliding by
- MAAB: Compliance triggered by volume of permitted work
  - Aggregate of $1.2M in any 3 year period (30% of fair value of building, which is $4.176M on Town's books)
  - Architect: difficult to avoid triggering MAAB

Effect of ADA/MAAB compliance

- Cost – about $1.1M (estimate from architect)
  - Exh. A (listing required work and cost)
- Cost – reduction of about 25-30% of useable space (estimate from architect)
  - Exh: B (article on library compliance)
- Risk to MAR
  - Loss of operating funds ($30-40k per year)
  - Loss of MinuteMan rights

ADA/MAAB: The issue

- Do we start moving (slowly) to compliance now?
  - Impacts work done now (e.g., should future work should be with ultimate compliance in mind)
  - Impacts planning and capital requests

State – grant timing

- According to MBLC, new round may be announced 2017-18
  - If so, decisions in 2019,
  - TMM/Exclusion requests in 2020-21
- History:
  - 1989,
  - 1995,
  - 1996,
  - 2000,
  - 2004,
  - 2010.

State grant – requirements

- Previous proposals – increase 29,000 sq ft to 44,000
  - This is a 15% increase in *useable* space, after ADA compliance
  - State grant money is not available without increased programming/space

State grant – the paradox

- Availability of up to 50% of reimbursable construction costs, makes significant renovation similar in price to maintenance and modest renovation
- $1M of funds already contributed to BLF for the purpose of a new library
  - And what do we do about that without one
- But you <u>have to expand</u>

Location – here to stay

- No other (non-school) locations suitable
- School land not achievable
  - Exh. C (email from School Committee)
- Combined (building) project with school:
  - Does not save meaningful construction or operating costs – it is just a shared wall (Architect's feedback)
  - May be impossible due to availability and timing of grants

SO. Now what?

- Possible futures:
  - Maintain and improve, invest where possible
  - Significant project with State grant $, on current site (but not until 2020)

Maintain and improve

- Query: timeline to ADA/MAAB?
  - "Mandatory unethicality"
- Want/need facilities input to formulate a plan, mindful of MAAB triggers

An example

scription		cost	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	20
pair roof structure	R	11000				11000									
place flat roof	R	128000									128000				
pairs to sloped roof	R	72000					72000								
w storm windows	R	48600									48600				
ilings	R	190450									190450				
place vinyl tile	R	20000	20000												
int exterior trim	R	25000	25000												
pair elevator	R	70000		70000											
place HVAC system	R	966900						966900							
e Suppression stem	R	263700			263700										
pair front steps	B	155000													
place carpet	B	106667										106667			
int interior walls	B	90000										90000			
w Lighting	B	293000												293000	
w Power	B	454150											454150		
ta Communications	B	131850													1318
terior Glazing	O	10000													
w partitions	O	30000													
stall new ramp in nt	A	85000													
place handrails	A	22000													
w service desks	A	44000													
w auto door eners	A	17000													
place elevator	A	20000													
mbing	A	278350													
w Toilets	A	180000													
nual Total			45000	70000	263700	11000	72000	966900	0	0	367050	196667	454150	293000	1318

Cost Summary	28713
OHPM	5742
Total Cost	34455

Maintain and improve

- Pros:
  - Achievable
  - Lowest cost

Maintain and improve

- Cons:
  - Pass on $11M grant money
  - ADA (eventually) and resulting loss of space in already overcrowded facility
  - Cannot address:
    - Safety/line of sight issues
    - Additional space for children's room, computer training, tutoring, etc.
    - Other issues addressed inefficiently (no wiring in internal ceilings; building not built for modern HVAC; etc.
  - May not be able to meaningfully improve

Maintain and improve – moving forward

- Form plan for long-term maintenance (likely $300k per year)
- Include ultimate ADA/MAAB compliance
- Continue to identify value-adds that are inexpensive (until ADA met)

Significant project with State $s

- Rebuild vs renovate – doesn't really matter, but here's the info
  - Updated (rough) estimate; Exh. D
    - Cost to rebuild: $24.1M
    - Cost to renovate/add-on: $24.6M
    - (Yes, I double checked which was which)
  - The problems with the renovate plan
    - Exh.: D.

The benefits

- Enhanced safety/security (cannot be addressed by repair)
- Modern Infrastructure
  - Climate controlled environment (can only partially be addressed by repair)
- Gracefully ADA compliant

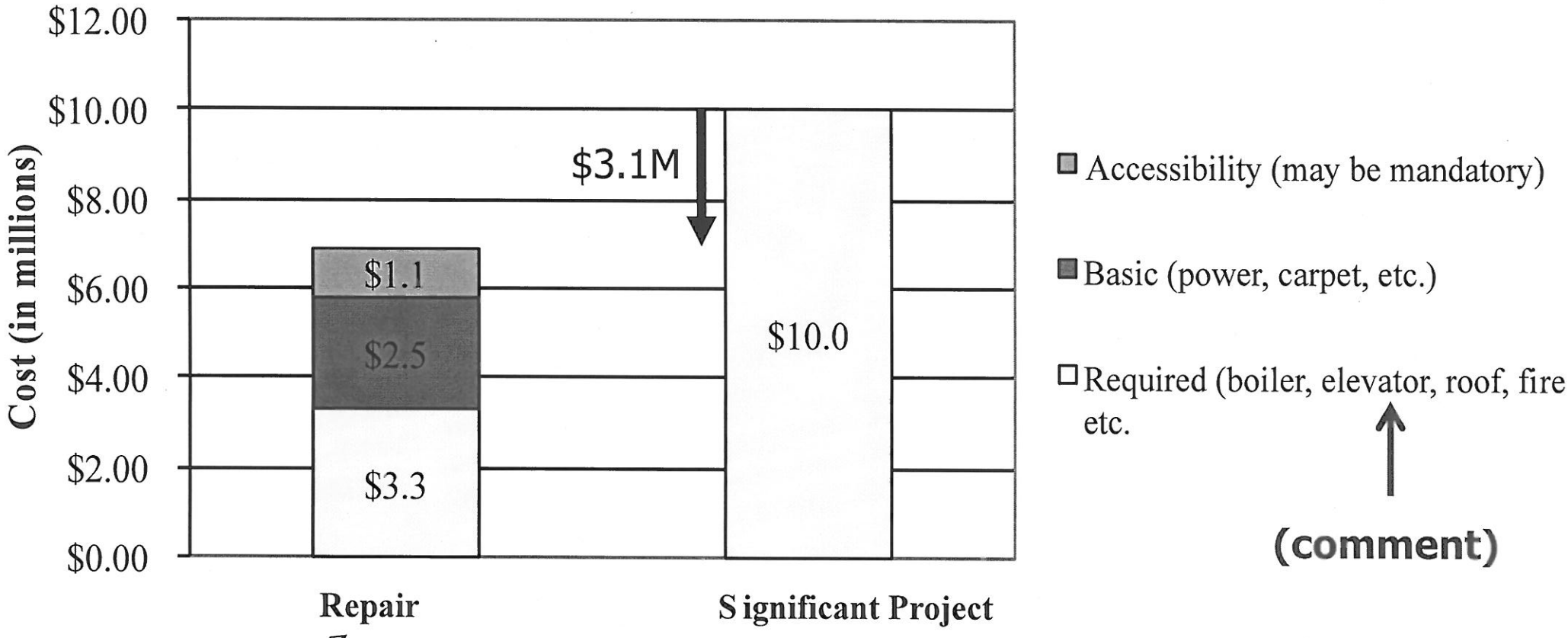
Benefits (cont' d)

- More space (cannot be addressed by repairs)
  - Increased seating
  - Expanded Children's Department
    Storyhour/crafts room
    double the number of computers
    study area for 4-6 graders
    larger toddler and preschool section
  - Expanded Young Adult Room
    increase collection
    double number of computers and seating capacity
  - Computer Training Room for patrons, students and staff
  - Small quiet study areas

Cost (2014 dollars)

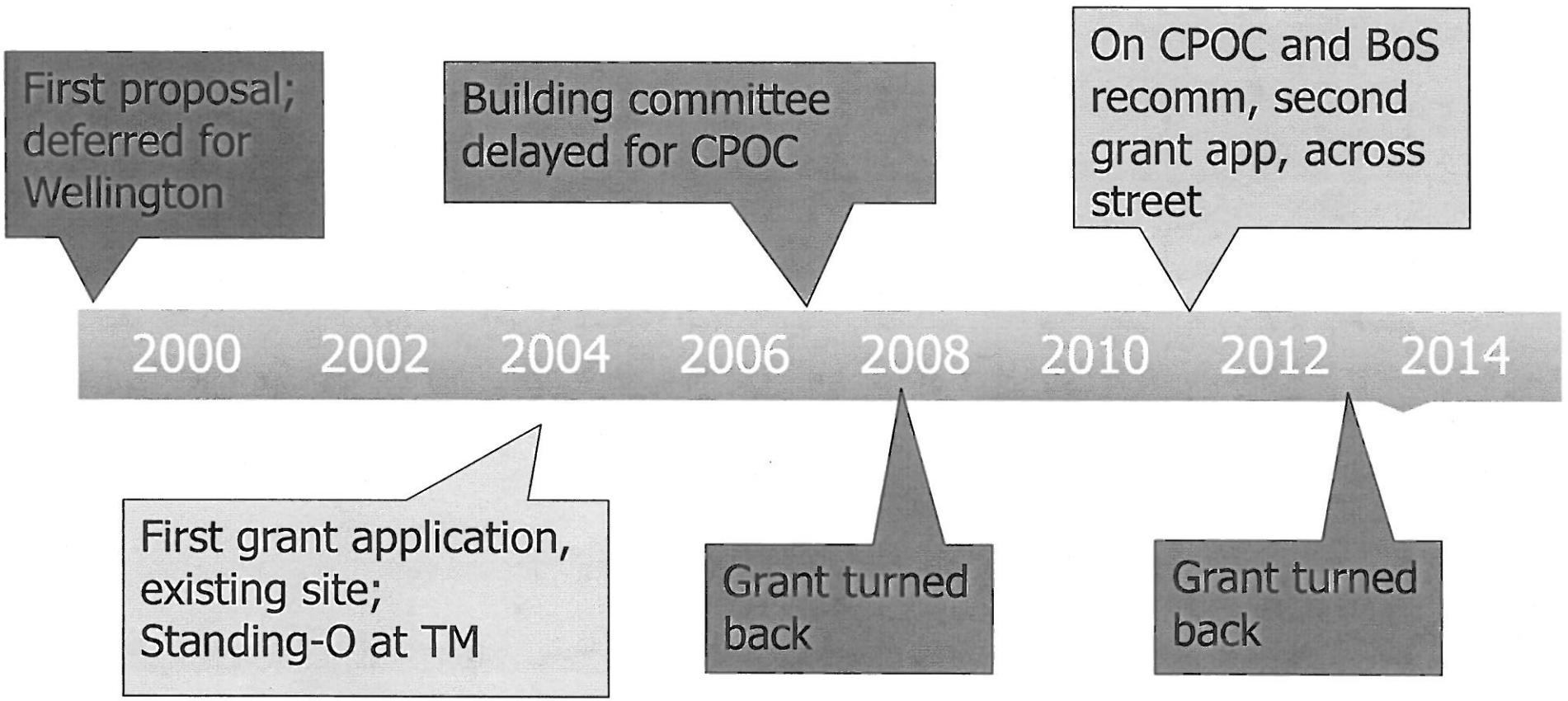
- Building (?): $24M
  - Architect's estimate; Exh. D
- State aid (?): $11M
  - Not announced
  - MBLC site – up to 50%; discounted $1M for $2M of nonreimbursable costs
- Private fund-raising (?): $3M
  - $1M in bank now
- Cost: $24M – $11M – $3M = $10M

The comparison (all 2014 $'s; loads of caveats; for illustration only)



Assumes there will always be repairs needed; Significant project is a reset; Assumes no improvements done – just repair

Old building path



Old building path – lessons

- Leadership is required
- Some form of consensus/pre-approval/endorsement is needed
  - FPTC/BoS/Capital Project
  - Town meeting (?)
  - Referendum (?)

The difference between new and old

- Need to do maintenance either way
  - Level of transition to ADA/MAAB compliance
  - ID of projects once ADA complete
- New building requires work starting soon, so an application is ripe for approvals *before* a grant is applied for
- We have until the Fall
  - We need a capital plan under one scenario or another, in process in the Fall for Spring approval
  - Considering soliciting TM feedback in the Fall

Help!

- (Or, whaddaya think?)
- (Or, advice please!)
- (Or…)

EXHIBIT A

Belmont Memorial Library

Belmont, Massachusetts

Estimate of Repairs to Existing Library

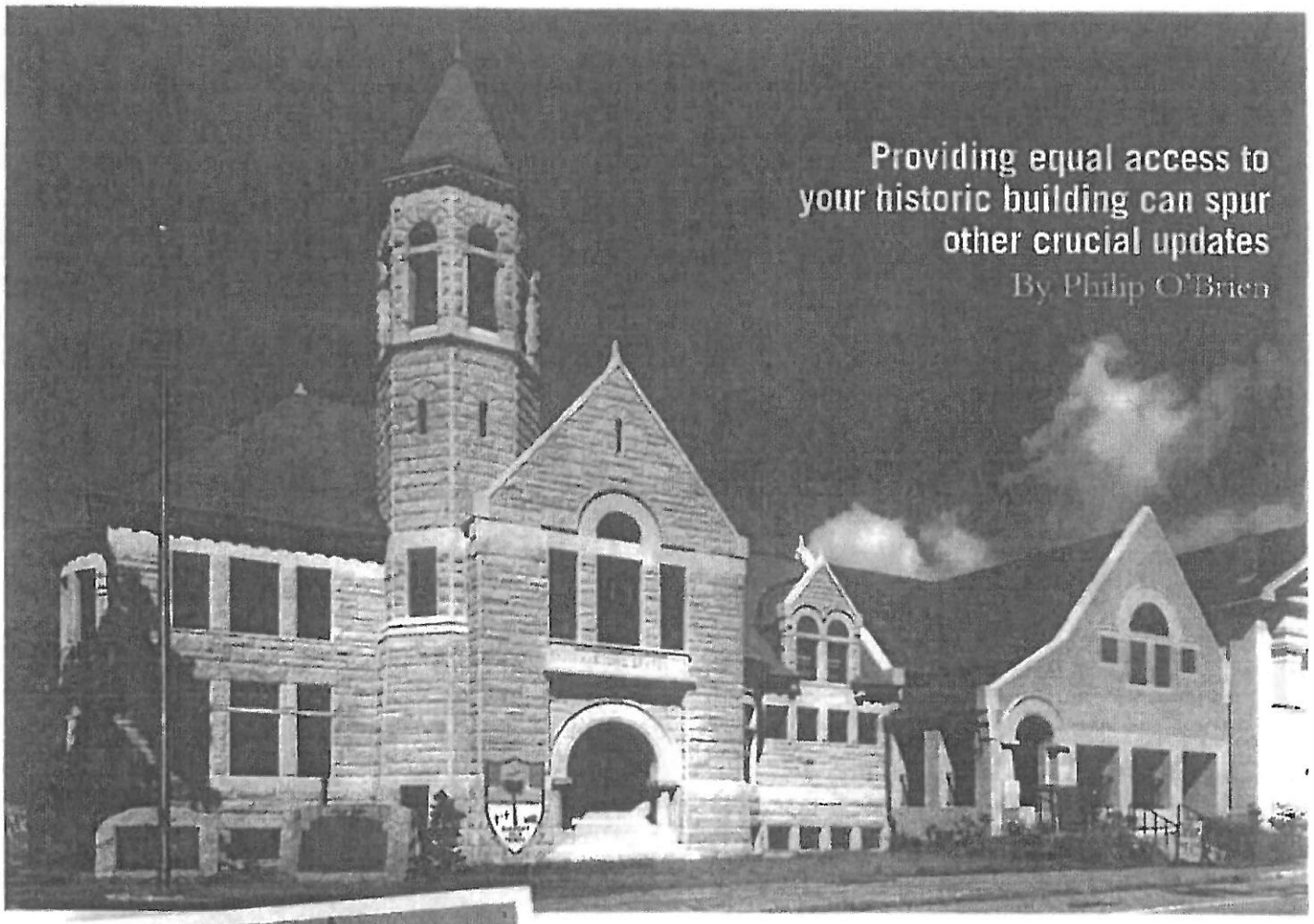
3/2/11

Construction

	29,300 SF		Required Scope	Basic Scope	Optional Scope	Access Improvements
Sitework						
Repair Steps		Allow		$155,000		
New Ramp at front		Allow				$85,000
Steel						
Repairs to Roof Structure		Allow	$11,000			
Replace handrails		Allow				$22,000
Architectural Woodword						
New Service Desks		Allow				$44,000
Roofing						
Replace Flat Roof	8,000 SF	$16/SF	$128,000 *			
Repairs to Sloped Roof	6,000 SF	$12/SF	$72,000 *			
Doors and Windows						
New Storm Windows	1,800 SF	$27/SF	$48,600			
New Auto. Door Openers	6 SF	$5,500/SF				$33,000
Metal and Glass						
Interior Glazing		Allow			$10,000	
Drywall & Carpentry						
New Partitions		Allow			$30,000	
Ceilings	29,300 SF	$6.50/SF	$190,450			
Flooring						
Carpet	24,000 SF	$4.44/SF		$106,667		
Vinyl tile	5,000 SF	$4.00/SF		$20,000		
Painting						
Paint Interior Walls		Allow		$90,000		
Paint Exterior Trim		Allow	$25,000			
Elevator						
Replace Elevator		Allow	$250,000 *			
HVAC						
Replace HVAC System	29,300 SF	$33/SF	$966,900			
Plumbing	29,300 SF	$9.50/SF				$278,350 *
New Toilet Rooms		Allow				$180,000
Fire Supression System	29,300 SF	$9.00/SF	$263,700 *			
Electrical						
New Lighting	29,300 SF	$10.00/SF		$293,000 *		
New Power	29,300 SF	$15.50/SF		$454,150 *		
Communications						
Data	29,300 SF	$4.50/SF		$131,850		
Subtotal			$1,955,650	$1,250,667	$40,000	$642,350
Design Contingency	15.00%		$293,348	$187,600	$6,000	$96,353

Johnson Roberts Associates

EXHIBIT B



Providing equal access to your historic building can spur other crucial updates

By Philip O'Brien

PHOTO BY J. STEWART ROBERTS. POSTCARD C. O NORTH BROOKFIELD HISTORICAL SOCIETY

Is Your Library Accessible?

"Sure we're accessible, there's a handicapped sign on the boiler room door out back." Does this sound like your library's accessibility solution?

Making your public library accessible to the handicapped can be complicated and expensive, and it may even reduce your usable space, but getting it done is more important than ever, and it can improve the function of your library for everyone.

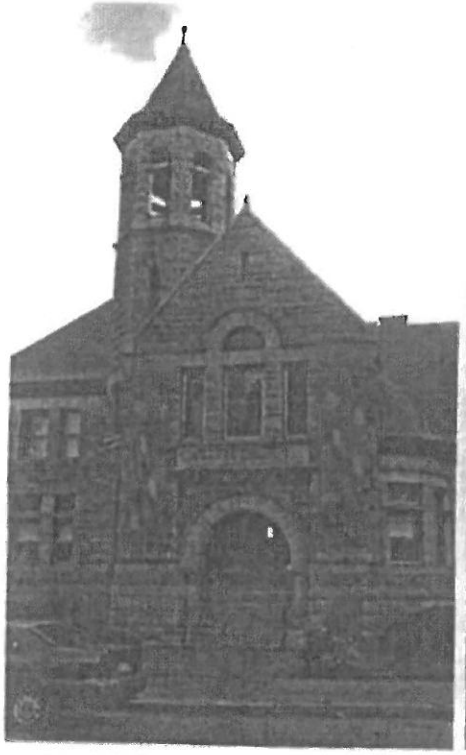
According to the American Library Association (ALA), there are nearly 17,000 public libraries in the United States. In its most recent (2010) Public Library Survey, the Institute of Museum and Library Services reports visits to public libraries totaled 1.5 billion, or 5.1 library visits per capita. These numbers are continuing to rise, and the recession has spurred demand even further. Given these trends, the aging of America's population, and the Americans with Disabilities Act (ADA) requirements, providing equal access to all is the right thing to do—and soon.

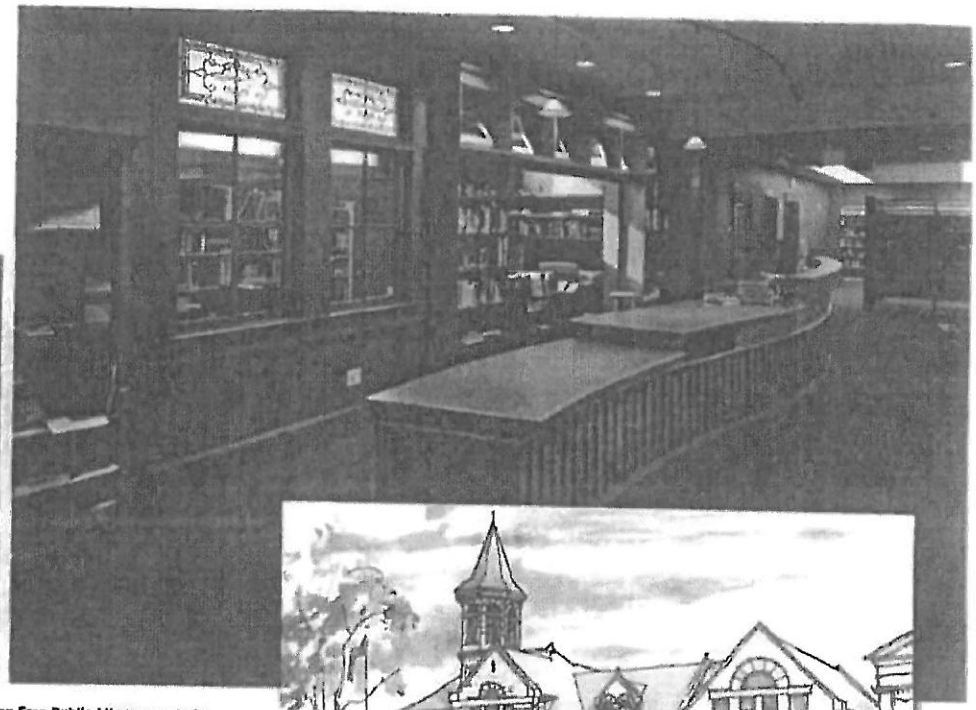
Where to begin?

The town of North Brookfield, MA, is home to the beautiful Haston Free Public Library, which was donated to the town by Mr. and Mrs. Erastus Haston in 1894. Since then, no substantial renovation work had been done until a recent remodel and restoration project was completed in 2007.

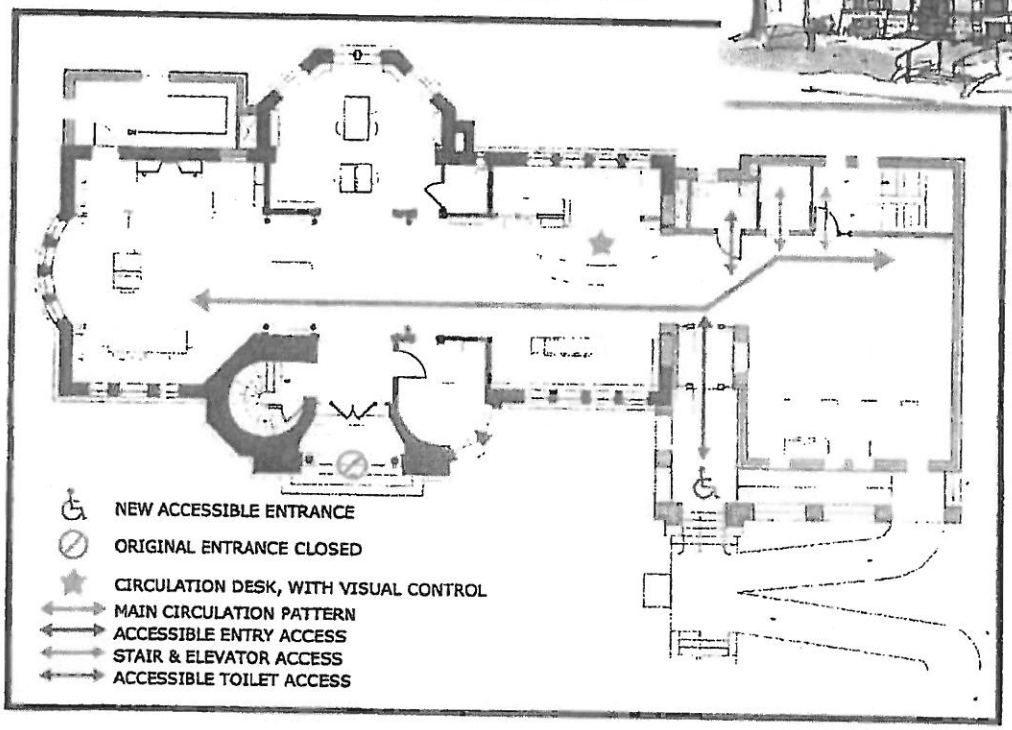
The Haston library is an elegant, Richardsonian structure on a prominent site in the center of North Brook-

UPDATED AND ACCESSIBLE The original Haston Free Public Library established the library's primacy with its grand design, but over 100 years of use and almost no renovation in the meantime meant it was ready for more room





MORE ACCESS FOR ALL A much-needed update to the 1894 Haston Free Public Library created a more functional space for staff and patrons as well as better access on every level. The renovation and addition called for the original entrance to be closed in exchange for a ramped door, a single elongated service desk that allows for a seamless flow of activity and long sight lines, and more



PHOTOS BY J. STEWART ROBERTS. FLOOR PLAN AND DRAWING BY PHILIP O'BRIEN

field. The building encompasses two stories, with a full basement, and is clad in granite with a red slate roof. The site slopes steeply from front to back so that the front entrance is on the main level, while the basement exits at grade at the rear. Prior to the renovation, only one room was accessible in the basement at the rear of the building, but the floor itself wasn't safe to walk on owing to serious rot that disconnected it from the stone foundation. The children's department, housed in a nearby room on the basement level, could only be reached via a narrow stair from the main level. The main floor of the library was entered only via the original stone steps to the front door, and the upper floor was closed to the public. Where to begin?

Providing access that works requires three things: money to make the changes, space to accommodate the clearances required, and careful planning, which will also help reduce the money and space needed.

An effective access project can also help maintain, and in some cases improve, library circulation, security, and control. A successful plan grows from understanding the access upgrades required and how best to incorporate access effectively into your library's day-to-day operation.

Public libraries have very specific workflow and control needs, which are both integral to their daily operation and unique to these institutions. Maintaining security and command in this type of environment can be very challenging and has traditionally been accomplished through a combination of controlled access, monitored circulation points, and visual supervision. Accessibility upgrades should reinforce these control systems, not short-circuit them.

This, then, was the plan for the Haston Library: make every existing square foot count and provide additional space for collections, computers, and places to work and read. Maintain access for all, to all three levels, and do so in a safe and secure manner so that existing staff could maintain the library without a reduction of service.

And get the kids out of the basement.

Challenges and solutions

The challenges in North Brookfield were not unlike those in many historic libraries. In fact, they read like a top ten list of small-town, historic library concerns: small site; little room for expansion; beautiful, historic exterior and interior finishes; no room for new stairs or an elevator; leaking basement and roof; antiquated heating, plumbing, and electrical systems; and only minor renovations over the past 100 years.

The solutions lie in focusing on library service to create a plan that not only provides access for the disabled but

improves access for all, in an efficient, easy-to-supervise manner. In too many cases, libraries install accessibility upgrades as stopgap measures that seldom stand the test of time, often do not fully comply with access codes, and short-circuit security and control systems. After all, who is really watching your boiler room door?

Identify barriers

Consider access strategies that are durable, maintainable, and integrated into the existing fabric and circulation of your building. Changes that accommodate both the handicapped and able-bodied reduce cost and consolidate supervision requirements and go a long way toward providing universal access.

The ADA, and many building codes, requires total access to all spaces, equipment, and materials in your building. Regulations extend from the size of doors to the slope of sidewalks, from the type of flooring to the furniture selected. Careful planning and decision-making is required to ensure that all patrons and staff can be served with little or no repetition in services.

Start with a barriers survey of your building and grounds. This will help identify current barriers to access and determine the severity of the access issues. The ADA has a checklist (see Further Reading) that can help you identify concerns and generate your survey. Historic libraries may have preservation restrictions, or other regulations imposed by a local historic commission, that limit options. Indeed, any library building can have important features that could be marred by access improvements such as a ramp or lift.

Winning solution for all users

The best design solutions for identified access barriers address each of your project parameters in some way. It may not be possible to develop the "perfect solution" for every problem. The trick is identifying what works best for your library, your patrons, and your budget. This may mean reviewing a variety of solutions early on, vetting those that don't fit, taking the best from the remaining ideas, and combining and refining them until they do work for you.

At the Haston library, the winning remedy included a small addition off the two-story high-stack wing. This provided the needed square footage to accommodate accessible stairs, an elevator, toilets, and a new accessible main entrance. The rotted basement floors were replaced, and the entire basement was renovated and waterproofed and now houses the reference, nonfiction, and local history collections, as well as meeting spaces. A new "bridge" was constructed across the two-story stack wing to connect the floors of the upper level, resulting in a new, bright, and greatly expanded children's department.

Whether making your building accessible calls for simple upgrades to your existing entrance and toilets or a complete renovation and addition, keeping the focus on library service is critical. Tour other libraries in your area to see what they've done, and note what works and what doesn't work for your facility.

Access solutions that treat all patrons the same, able-bodied or not, are more likely to simplify workflow in and around your building; improve visibility, control, and security; and open up more space for library use by eliminating duplicate services.

Look to place your circulation or information desk in a commanding location, with routes for patrons nearby. Creating visual control over internal circulation patterns and access points used by all patrons consolidates tasks for staff, giving them more time for service. In the case of the Haston library, a modest addition effectively tripled the usable square footage inside the building simply by making spaces accessible.

A well-planned accessibility project, when executed with care, can reinvigorate your older or historic building and may even increase circulation. Just as important, it heralds your mission as a public service organization—and your boiler room door can stay closed. ■

Further Reading

ADA Accessibility Guidelines Checklist for Buildings and Facilities
www.access-board.gov/adaag/checklist/a16.html

ADA Checklist for Libraries
ow.ly/6czTJ

"Library Accessibility–What You Need To Know" (The Association of Specialized and Cooperative Library Agencies)
ow.ly/6cA2I

Jester, Thomas C. & Sharon C. Park, AIA. Making Historic Properties Accessible. (Preservation Briefs, Technical Preservation Services, National Park Service, U.S. Dept. of the Interior, 1993)
ow.ly/6cBO9

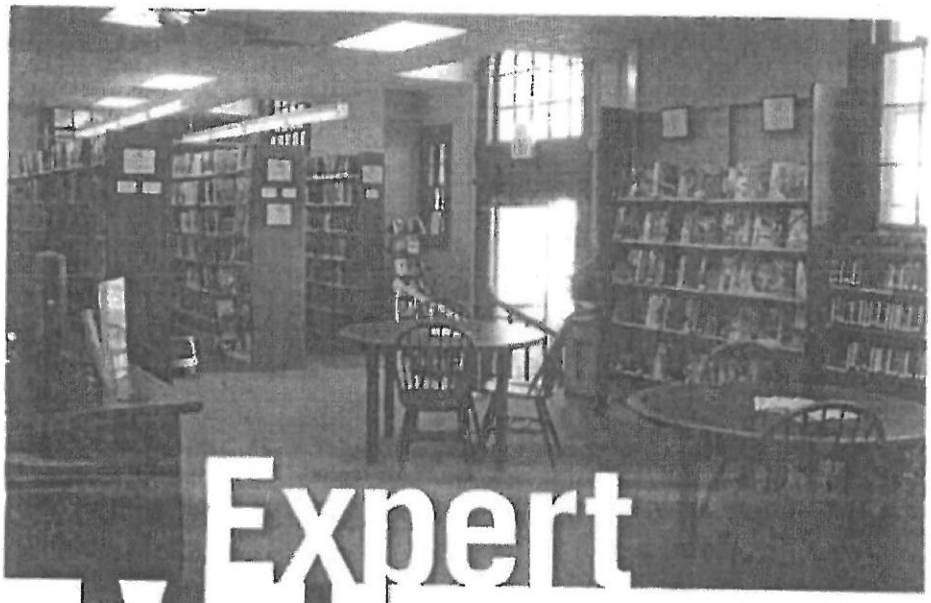
2010 ADA Standards for Accessible Design
www.ada.gov/2010ADAstandards_index.htm

Philip O'Brien (pobrien@johnson-roberts.com), a Principal with Johnson Roberts Associates Inc. in Somerville, MA, has been designing additions and renovations to public libraries and other municipal buildings for 25 years

LIBRARY BY design

FALL 2011

a media source publication



Expert Makeovers

In New Jersey, a SWAT Team of Library Transformers brings savings and smarter design to four libraries

By Gary Cooper & Kathy Schalk-Greene

As in many areas of the country, New Jersey libraries are struggling to meet higher demand and maintain critical services in the face of reduced state and local funding. And library space is at a premium without a lot of renovation money to go around. This gap prompted the New Jersey State Library, on the recommendation of State Librarian Norma Blake's Blue Ribbon Task Force on the Future of Libraries, to create the "SWAT Team of Library Transformers." This group of four librarians, all of whom had addressed similar challenges in their own facilities, shared their expertise with four New Jersey public libraries in dire need of affordable makeovers.

"All of our libraries have shown a dramatic increase in traffic over the past two years," says Blake, *LJ*'s 2008 Librarian of the Year. "More and more job-seekers, reading program families, and people on tighter budgets are coming to our libraries, meaning our older libraries need to become more welcoming and more efficiently utilize every available space. When taxpayers walk into their libraries, they want them to be attractive, inviting, and easily accessible. Our SWAT Team worked with libraries to ensure each got the most out of their budgeted money."

The team

Mount Laurel Library director Kathy Schalk-Greene led the team, tapping lessons learned when she transformed her building into a nationally acclaimed bookstore-style library. Other team members were Jayne Beline, director of the Parsippany-Troy Hills Library; Cheryl McBride, director of the North Brunswick Library; and Gloria Urban, director of the Vineland Public Library.

The team worked with the selected libraries—Caldwell, Matawan-Aberdeen, Midland Park, and Gloucester County Library's Glassboro Branch—as expert consultants regarding their projects. The team visited each library and collaborated

→ CONTINUED ON PAGE 4

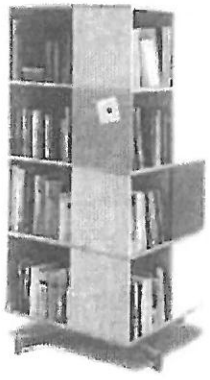
PHOTO BY KEVIN HENEGAN

what's hot

THE LATEST PRODUCTS AND FURNISHINGS FOR YOUR LIBRARY

LIBRARIES CAN BE FUN; THIS GAME SYSTEM PLAYS THEM ALL, P. 18

GET COMFY OR READ QUIETLY WITH THIS FLEXIBLE LOUNGE COLLECTION, P. 25



ACCESS A WORLD OF MATERIALS WITH THESE SQUARE CARROUSELS, P. 18

SUPPLEMENT TO LIBRARYJOURNAL.

EXHIBIT C

From: Laurie Graham [mailto:iamlaurieg@yahoo.com]
Sent: Wednesday, May 08, 2013 4:42 PM
To: maureen conners; Lowrie, Matthew B.
Cc: laurie graham
Subject: Some first thought issues with the Hittinger site

Hi Matt and Maureen -- I do understand that the vote did not go the way you wanted it to last night and hope you understand that this was not taken lightly.

I do want to give you some first thoughts on Hittinger - beyond the mear possibility that the fields could maybe fit.

The Master Plan for the BHS does call for us adding parking and also calls for us to build out from the band room into the driveway which might displace some -- the plan was to put this at the current, far end tennis court. And, as has been mentioned, we will be losing all the parking at the science wing area in front of the pool.

The plan also calls for a maintenance facility at the far end of the site, at Hittinger. This will then free up needed interior space that Jack Lyons, and the custodial staff or using within the building.

The auditorium requires that we have a defined amount of parking spaces by zoning law and since we need to go before the Planning Board for anything on the BHS site it is highly likely that they would turn down plans if we give up parking. Variances for that zoning have proven to be impossible and have only been allowed by proving hardship. I would be concerned that if we give up parking, voluntarily that this would not be seen as a hardship and therefore plans for the BHS would not be approved.

When we displaced parking at BHS for the modular units the Wellington Building Committee and School Department had to go to the Planning Board and present our case that a) this was the best and really only option for the temporary housing of students and that b) this was only temporary. And while Dan Scharfman might have said that it wasn't a big deal, it was a compromise that was forged due to the temporary nature and an understanding by the PB and BHS staff, students and the residents who use that space all year long, weekends and evenings.

These are just some of the parking issues, there are field ones as well but I wanted to get this to you asap.

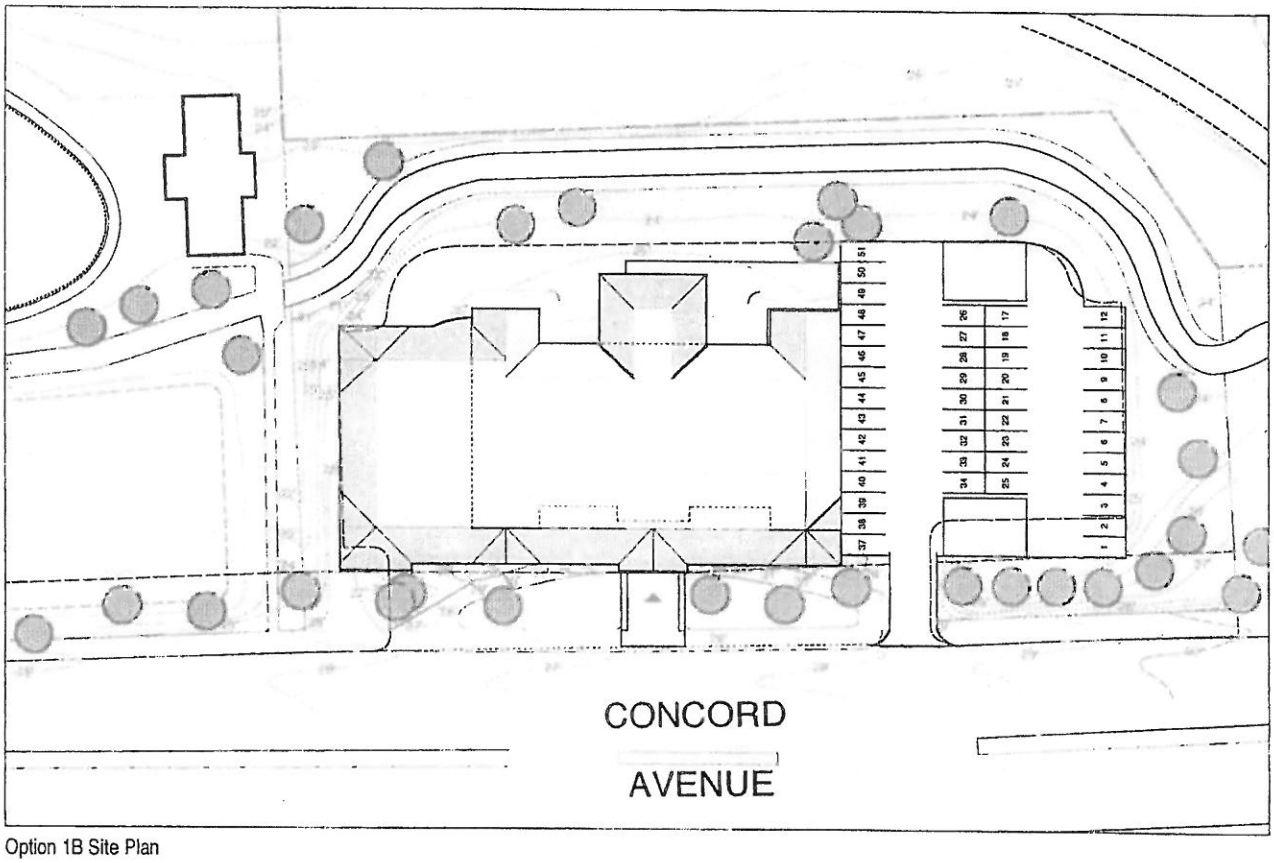
Best regards --

lag

EXHIBIT D

Belmont Public Library
Belmont , Massachusetts

Comparative Cost Estimate 11/9/04	1B Existing Site – Renovation/Addition			2B Existing Site – New Building		
	Quantity	*Unit $*	*Cost*	*Quantity*	*Unit $*	*Cost*
Construction						
Demolition	0 Sf		$0	29,300 Sf	$12.00/Sf	$351,600
Site Development						
Utilities	Allow	$20,000	$20,000	Allow	$20,000	$20,000
Roads	Allow	$20,000	$20,000	Allow	$20,000	$20,000
Walk	Allow	$15,000	$15,000	Allow	$15,000	$15,000
Construction						
Renovation	29,300 Sf	$170.00/Sf	$4,981,000	0 Sf		$0
Architectural		$60.00/Sf				
Finishes		$55.00/Sf				
Mechanical		$28.00/Sf				
Electrical		$22.00/Sf				
Plumb & Fire		$5.00/Sf				
New Construction	22,000 Sf	$270.00/Sf	$5,940,000	44,000 Sf	$225.00/Sf	$9,900,000
Architectural		$160.00/Sf			$115.00/Sf	
Finishes		$55.00/Sf			$55.00/Sf	
Mechanical		$28.00/Sf			$28.00/Sf	
Electrical & Tech		$22.00/Sf			$22.00/Sf	
Plumb & Fire		$5.00/Sf			$5.00/Sf	
Parking						
Surface Parking	18,750 Sf	$8.50/Sf	$159,375	10,000 Sf	$8.50/Sf	$85,000
Parking Deck	18,750 Sf	$60.00/Sf	$1,125,000			$0
Underground Parking			$0	22,000 Sf	$90.00/Sf	$1,980,000
Subtotal Construction	51,300 Sf	$239.0/Sf	$12,260,375	44,000 Sf	$281/Sf	$12,371,600
Furnishings						
Furniture	44,000 Sf	$20/Sf	$880,000	44,000 Sf	$20/Sf	$880,000
Stacks			$200,000			$200,000
Subtotal	44,000 Sf	$24.55	$1,080,000	44,000 Sf	$24.55	$1,080,000
Equipment						
Computers	Allow	$60,000	$60,000	Allow	$60,000	$60,000
Library Equiipment	Allow	$20,000	$20,000	Allow	$20,000	$20,000
Misc	Allow	$15,000	$15,000	Allow	$15,000	$15,000
Subtotal			$95,000			$95,000
Professional Fees						
Architectural		11.00%	$1,348,641		10.00%	$1,237,160
Furnishings		10.00%	$108,000		10.00%	$108,000
Subtotal			$1,456,641			$1,345,160
Project Expenses						
Project Manager / Clerk	Allow	$225,000	$225,000	Allow	$225,000	$225,000
Printing Bid Documents	Allow	$25,000	$25,000	Allow	$25,000	$25,000
Survey & Testing	Allow	$30,000	$30,000	Allow	$30,000	$30,000
Misc Expenses	Allow	$50,000	$50,000	Allow	$50,000	$50,000
Moving	Allow	$100,000	$100,000	Allow	$100,000	$100,000
Temporaty Facility	Not Included			Not Included		
Subtotal			$430,000			$430,000
Project Contengency						
Contengency		7.00%	$1,072,541		5.00%	$766,088
Total Comparative Budget Estimate of Project Costs in Current Dollars	51,300 Sf	$319.58/Sf	**$16,394,557**	44,000 Sf	$366/Sf	**$16,087,848**
Escalation						
Escalation 5%/Year 60 Months			$4,098,639			$4,021,962
Subtotal		$399/Sf	**$20,493,197**		$457/Sf	**$20,109,810**
Escalation 5%/Year 120 Months			$8,197,279			$8,043,924
Subtotal		$479/Sf	**$24,591,836**		$548/Sf	**$24,131,772**



Option 1B Site Plan

independently.

Option 1 – Existing Site – Library Additions and Renovations

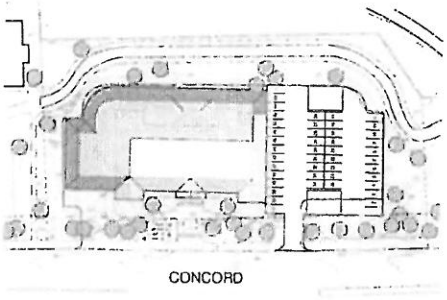
Expansion of the existing building and expansion of parking on the existing site creates a number of significant challenges that were explored through the development of a number of alternative approaches.

The area available for expansion of the library building and parking is severely limited by conservation restrictions and zoning regulations

Site Constraints
Because the Wellington Brook at the rear of the site is a continually flowing stream the entire site falls within the two hundred foot zone of the Rivers Protection Act. Because the site has been previously developed it is possible to build on the site, with Belmont Conservation Commission approval. However, any new development must not have a negative impact beyond the current condition. Hopefully any new development can improve

the current impact on the Wellington Brook.

Because of the conservation restriction, new development on the site is restricted to areas that have already been developed. New development should not go over the line established by the edge of the current pavement.



Option 1A Site Plan

Zoning Restrictions
The building is located in a single residence SR-C zone. Zoning requires a twenty-five foot front yard setback, a ten-foot side-yard setback, and a thirty-foot rear property line setback. The building height is limited to thirty-six feet measured to the highest portion of a flat roof or the average of a sloping roof

The existing building is set back approximately forty feet from the front property line. Current zoning requires a twenty-five foot setback. This provides for the possibility of addition to the front of the building approximately fifteen feet in depth.

Additions to the sides and rear are constrained by the areas of the site that have not been previously disturbed. Because the entire site is subject to the 200-foot buffer zone of the Rivers Protection Act, additions going beyond the line of the existing asphalt paving are not feasible. This limits the depth of potential additions to the rear and side of the building.

Long narrow additions, which wrap the existing structure with new construction, must be structurally isolated and would be expensive to construct because of the high ratio of exterior wall to enclosed interior area.

Renovation and Addition Issues

Expansion of the existing library building is difficult but not impossible to achieve. A number of serious constraints limit the feasibility of addition to the existing building.

Renovations to Load Bearing Masonry
The existing building was built as a load bearing masonry structure. The current Massachusetts State Building Code requires that the structure be seismically reinforced if the structure is significantly modified. The cost of seismic reinforcement is prohibitive. This means that if the building were to be added on to, no walls could be removed to open the existing building up to the addition. Existing windows would be enlarged to the floor to provide doorways into the new addition. Any addition must be structurally isolated and may not bear on the structure of the existing building.

See the structural engineer's report in the appendix of this report for additional information.

Floor to Floor Heights

The existing library structure was built with approximately eleven feet of floor-to-floor height between the lower level and the main level and the main level and the mezzanine. The floor structure is approximately sixteen inches deep leaving only about nine and a half feet clear. Renovation the existing structure to today's standards would involve running a number of mechanical and electrical services between the floor structure and the ceiling further lowering the ceiling.

Renovations would require at a minimum that a fire suppression system and new lighting be installed. This would result in a ceiling height of approximately eight and a half feet.

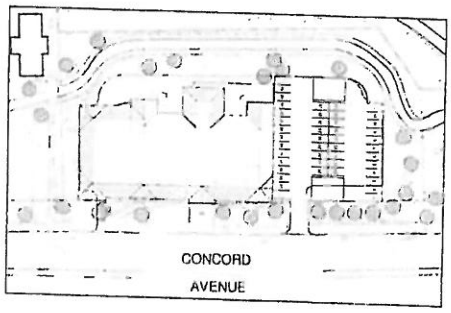
Ideally libraries today are served by HVAC systems with air distribution. Such a systems allow for the efficient operations through the use of heat exchange equipment to extract heat from exhaust air and transfer it to fresh incoming air. An air distribution system would not be possible in renovated portions of the existing library because the floor-to-floor height does not allow for the required air ducts.

Parking Constraints

The need for additional on–site parking in conjunction with library expansion puts further constraints on site development. Any new parking areas must be within areas that have been previously disturbed. Because the area available for development is limited, provision for on-site parking in conjunction with building additions would require a multi-level parking structure.

Alternatives

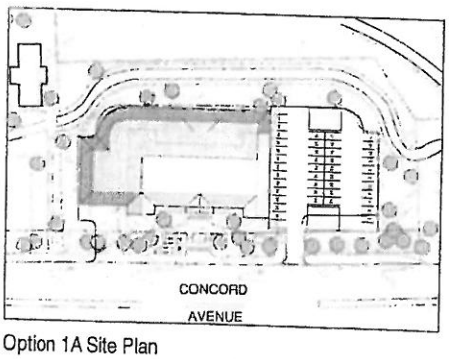
A number of alternatives were considered for expansion of the library building and parking. After review of alternative diagrams with the Library Building Sub-committee, it was determined that Option 1B was the preferred approach for Option 1.



Option 1B Site Plan

Option 1B wraps the existing library building with additions on three sides. Because of the configuration of spaces within the existing structure and the constraints on areas for expansion, accommodating the building program requires more square footage than the building program calls for due to the inefficiency created by those constraints. For instance, areas within the existing structure are divided by bearing walls that cannot be modified creating some rooms that are larger than program requirements. The narrow additions dictated by the site constraints result in rooms that are difficult to efficiently utilize.

The mezzanine level of the existing building is difficult to use programmatically. The narrow dimension of the floor makes it difficult to efficiently utilize the space. Because it is on a separate level from the main library services, supervision and provision of services to patrons is difficult on this level. The lack

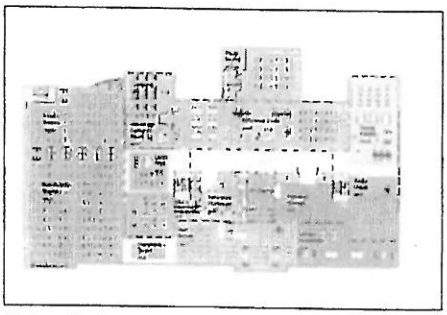


Option 1A Site Plan

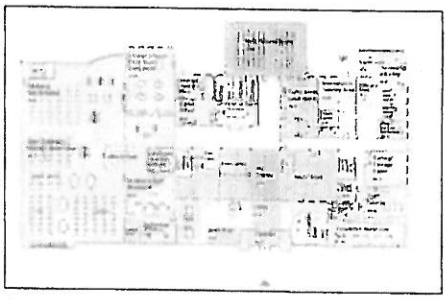
of windows makes use of this level for library workspaces less than ideal. Because of these constraints it was determined that storage was the best use of the existing mezzanine.

Because of these constraints Option 1B contains 51,300 Sf as opposed to the 46,000 sf called for in the building program.

The building is expanded to the front with removal of the berm to create a new accessible entrance at street level. The front zone of the addition would contain a new stair and elevator as well as the circulation desk. The lower level contains library workspaces, the Children's department and the Meeting Room. The upper level contains the adult departments. Book stacks are contained in the side addition to provide the required structural floor loading.



Option 1B Upper Level



Option 1B Lower Level

Parking
Parking is provided in a parking structure located to the west of the existing building. The structure contains two levels of parking providing approximately 50 spaces.

The area available for parking is constrained by the limit established by the existing paving.

Option 1 Pros and cons

Pros
Provides for expansion of both library and parking on the existing site.

Cons
Constraints prevent efficient layout, thus creating a building larger than the program calls for.

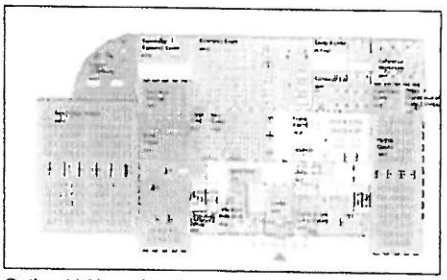
Existing structural elements result in a plan that limits the ability of staff to supervise public areas.

Limitations in developable site area creates the need to fully build out the site.

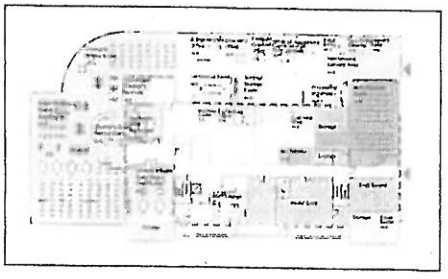
Limitations on the expansion area create narrow additions that would be expensive to build, with lots of perimeter for the enclosed area.

Limitations created by the existing floor-to-floor heights compromise the options for efficient HVAC systems.

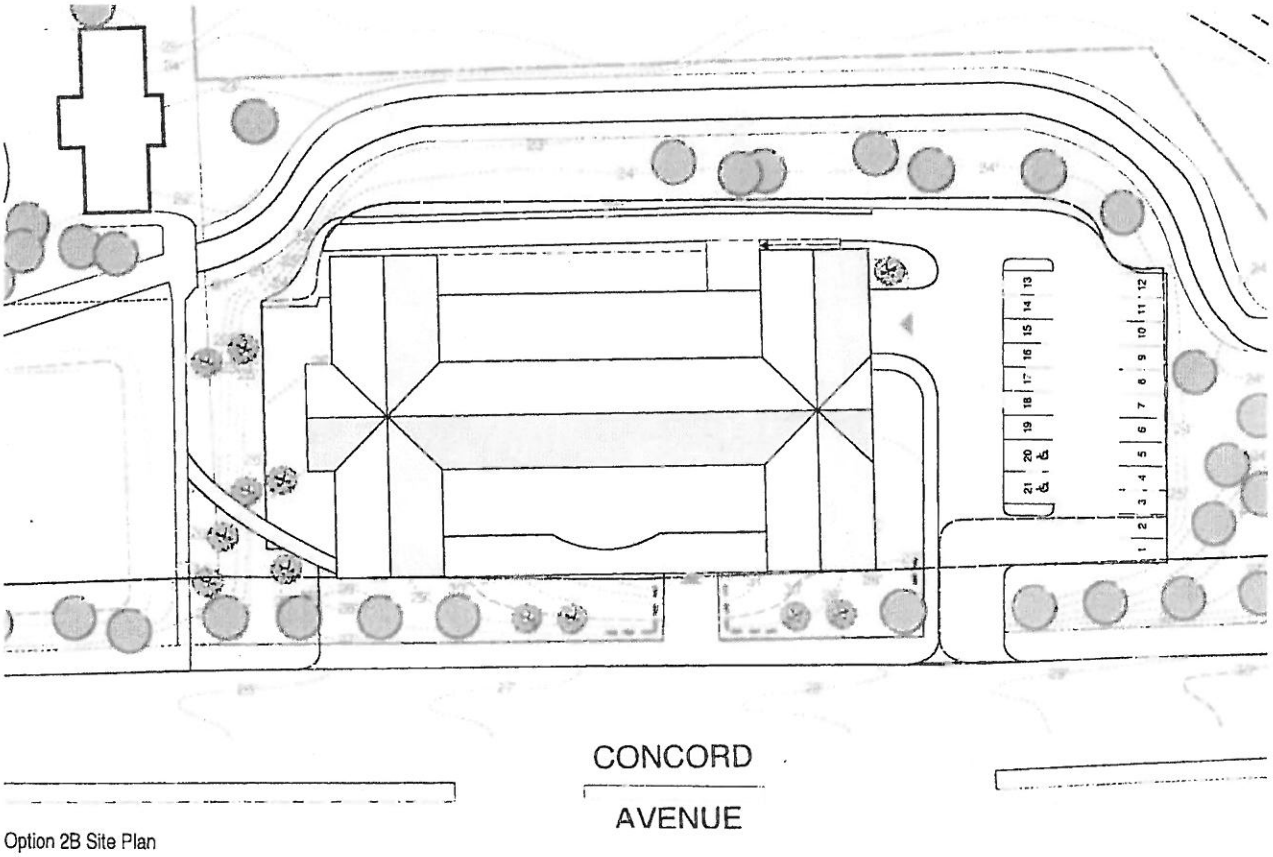
Above grade parking structure was seen to be potentially unattractive, expensive, and difficult to maintain.



Option 1A Upper Level



Option 1A Lower Level



Option 2B Site Plan

Option 2 – Existing Site – New Library

A number of alternatives for providing a new library facility and expanded parking on the existing site were reviewed with the library building sub-committee. After review of several options illustrating differing configurations of library services and differing options for parking Option 2B was selected as the preferred Option for Option 2.

Because of the limited area available for development of both building and parking, options for provision of on site parking were key to the selection of Option 2B as the preferred alternative.

Site Design Options

Option 2B proposes a new two story library structure constructed over one level of underground parking. This approach permits a scheme that meets the library building program while minimizing the visual impact of on site parking.

Location of the bulk of the parking below grade reduces the necessity to build out the site as fully as in other alternatives. Impervious coverage on the site can actually be reduced from the current conditions, which has been positively received by the

conservation commission

Geotechnical investigations revealed ground water at an elevation approximately six feet below the lower floor level of the existing building. This means that the parking level would need to be constructed approximately two feet below the ground water level. Both waterproofing and an under slab drainage system would be provided for the facility.

While anecdotal evidence indicates that the Wellington Brook has not overflowed its banks on the library site, site grading would be developed to divert water away from the entrance to the garage in the event of flooding.

In addition to the underground parking approximately twenty two on site parking spaces would be provided at grade adjacent to the library.

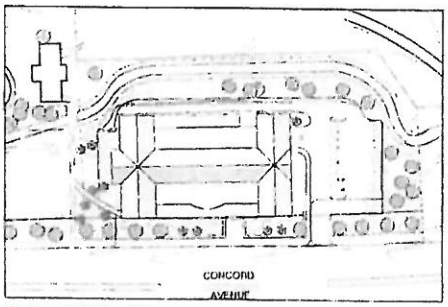
The main entrance to the library would be at sidewalk level fronting Concord Avenue. Patrons parking in the underground garage could access the library via stairs or elevator from a lobby at garage level. Library deliveries are accommodated at a loading area to the rear of the building.

Building Design

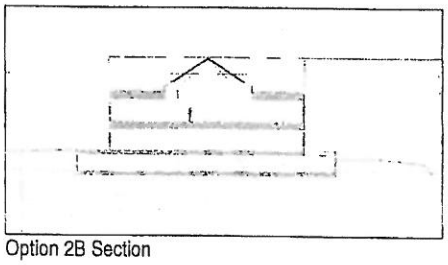
The structure of the building is conceived as a steel frame in a 20' x 30' grid to accommodate parking in the garage. The steel frame provides future flexibility because no bearing walls will constrain future modifications. The footing and columns of the steel frame can be sized to allow for addition of a future third floor.

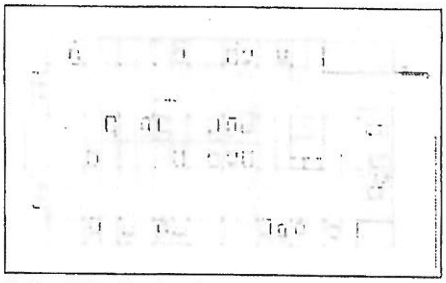
The main level of the library contains library administration and workspaces, the circulation desk, children's services, meeting room, and book sale room.

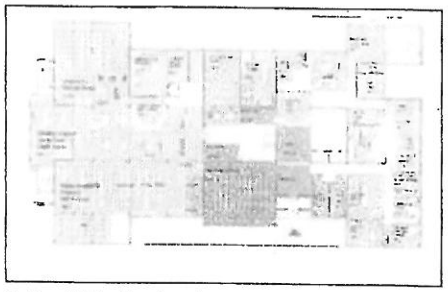
The upper level contains the adult reading areas, book stacks, popular materials and historical collections.



Option 2B Site Plan


Option 2B Section


Option 2B Parking Level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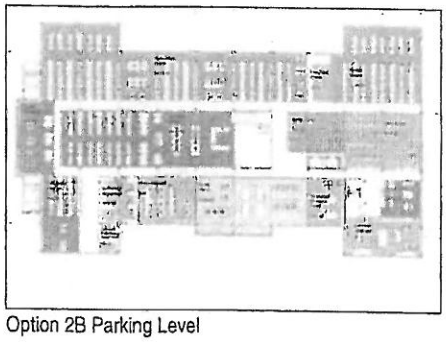
Option 2B Parking Level