

Library and Community Center Facilities Meeting Minutes

October 15 , 2024 3:00 PM at Gilford Butler Library and Community Center

Attending: Pennie Alley, Kevin Bunker (zoom), Michael Kalinowski (delayed), John Koffel. Candace Smith, Maureen Spencer, Lynn Tootlill. Marcia Turner

Resigned: Catherine Lerme

Consultant: Stephen Weatherhead, Winton Scott Architects.

Audience: Sandy Weisman, Moira Paddock, Sally Marchant, Sondra Wallace, Virginia Slawson, Nancy Goslin, Denise Rezeznikiewicz,

Zoom Audience: Paul Dimaggio, Sue Winters,

**1. Call to Order:** Pennie Alley called the meeting to order at 3:05 PM

**2. Adjustments to the Agenda:** None

**3. Approve Minutes:** September 17, 2024, minutes corrected by Maureen Spencer. Motion for approval by Marcia Turner with Second by Candace Smith. Approved: 8-0.

**4. Public Comments:** None

**5. New Business: Option A and Option B Additions Presented by Stephen Weatherhead, Winton Scott Architects**

Steve Weatherhead offered two options for LCC Addition.

**Option A** is 3,950 sq. ft addition located on the northerly end of the existing building, The addition includes a meeting room for 119 seats, a lobby/gallery, storage, and four fixture bathrooms for both men and women. The floor elevation for Option A is 4'8" below the existing first floor of Gilford Butler and 4'8" above the existing lower level of GB. The plan does not address ADA access to the elevation of the most northerly one third of the existing lower level which is 24" below the primary lower-level elevation. One bathroom is added to the existing lower level of GB. A dumb waiter is shown to move food from the existing lower-level kitchen area to the meeting room above. Option A also shows a possible future addition for Town Offices at the southerly end of the existing building. Option A plans are attached to these minutes.

Steve Weatherhead indicated that Option A benefits from its location close to the expanded parking lot as shown. Exact location of skate park has not been located per survey and may be an impediment to the parking plan. Further limit of this plan are the elevation differentials inherent to locating the addition between the first floor and lower levels of GB. Pumping of all addition bathrooms to a septic/leach field to be located on southerly portions of the site is a further impediment to Option A.

**Option B** is 3,893 sq. ft. addition positioned on the southerly end of the existing building. The meeting room is sized for 119 persons with 4 fixture bathrooms for men and women, storage, and a lobby gallery. Also shown is a new second exit from the existing lower level as required to correct code a code requirement. The possible future addition for a Town Office is again shown. Option B plans are attached to these minutes.

Steve Weatherhead notes that Option B additions for the Community Room and future Town Offices are placed at the existing grade for the first floor of GB.

Bathrooms on this level are likely to be gravity fed although the addition may impinge on the existing septic tank.

The majority of the planned new parking is more remote to access at the front of this addition.

Steve Weather head noted that options at the rear of the building were not considered feasible.

**Committee Memmbers commented on these plans:**

Pennie Alley noted that the Town Meeting was held in the existing lower level for 40 years. Members of the audience voiced apparent disapproval of this concept.

Pennie Alley noted that earlier plans by Paul Dimaggio incorporated the Town Offices into the existing southwesterly most classroom.

Pennie Alley addresses the need to not infringe on neighbors to the south.

Lynn Tootill expressed a desire to address the overall improvements to the existing building.

Steve Weatherhead agreed that all plans must address the building envelope and mechanical system changes. He suggested the need to get early design build cost input for all system upgrades. This will require discussion with capable contractors willing to provide early input.

Marcia Turner suggested moving the location of Option B forward toward the road so as to not impinge on the playground space any more than necessary.

John Koffel presented an alternate version of Option B that incorporated the required exit stair from the basement, an elevator, a kitchen, chair and table storage, and an airlock entry as elements of a new community room addition placed forward of the original building and short of the existing septic tank. No bathrooms were included. Windows were planned to face the playground and the southerly face of the addition.

As to parking options Maureen Spencer suggested that users requiring close access to the building typically parked at the front of the building and often arrived early to secure those spots.

Steve Weatherhead discussed a rule of thumb for the number of parking spaces needed- i.e. about 50 % of the maximum participant load assumed to be about 119 persons. Assumed need would be approximately 50 stalls. It may be possible to use gravel rather than asphalt for some of these stalls, but even gravel areas are considered impervious and will be included in any calculations for storm water detention.

Kevin Bunker suggested that current cost for asphalt parking stalls is about \$5,000 per stall.

Members of the audience were given the opportunity to comment:

Sand Wiseman liked the idea of a kitchen as part of the meeting room design. Separation of the kitchen from the meeting room was not desirable.

Steve Weatherhead offered that kitchen equipment could include an oven or microwave but not a stove. Full commercial kitchen would likely need to be located in the area of the existing lower-level kitchen with code required sinks, dishwasher, and ventilation hoods for a stove.

Nancy Goslin commented that a full commercial kitchen would be essential for cooking classes.

Paul Dimaggio commented that the addition could be separate from the existing building with integration not a requirement for either option. The addition should be smaller than either Option A or Option B. If grade access is provided to both levels of the building, no elevator is required. Moving from one level to the other could be accomplished by driving to the other level of the building.

John Spear, Chair of the Selectboard, attended the entire meeting and gave the following comments:

Do not let the skate park impeded planning. It could be moved.

Town is facing the need to comply with strict guidelines for voting facilities including the need for organized flow process, observers, and ADA. Past arrangements for registration and voting are not now in compliance.

He expressed confidence that there is a need for program space and a renovated building could fulfill future needs.

He strongly supported full ADA compliance including an elevator.

He reiterated the need to plan for a future town office given stated needs for the fire department for OSHA compliant fire department facilities. He noted that space for a town office would need to be secure and separate from the LCC building with convenient parking at the door if possible.

He asked it if would be useful to acquire the small lot adjacent to the Brannan house.

He suggested that people visit the Thomaston Town Offices with an attractive addition to the original school building that is like GB.

He said that the lower level could be very useful with upgraded access and other improvements.

Maureen Spencer emphasized the need to make the LCC design flexible enough to accommodate Town Offices in the future. She asked if moving the skate park might be off limits due to past donation expectations with Pennie Alley commenting that parents like to sit and watch children in the skate park area.

John Koffel suggested that two large overhead doors could be converted to glass with an adjacent glass entry to provide more inviting space in the original fire truck garage that currently has approximately 11' ceilings. ADA access to this level could be accomplished with a ramp.

## **6. Other Business:**

**Rachel Snow** interviewed 36 members of the South Thomaston community and generated a written report suggesting a wide variety of educational programs that could make further use of the GBLCC. By agreement with the participants Rachel Snow distributed her report to those people interviewed. No conclusions in the report are attributed to any one person. A copy of the report is attached to these minutes for all GBLCC committee members.

Candace Smith detailed the need for succinct and well drafted Mission and Vision statements as the basis for future grant applications.

**7. Items for Next Agenda:** Additional review of revised Option A and Option B drawings by Winton Scott. Discussion of the program report by Rachel Snow. Next Meeting is set for October 29, at 3:00 PM Gilford Butler Center

**8. Correspondence:** None

**9. Motion to Adjourn:** Pennie Alley makes the motion to adjourn. Second by Lynn Tootlill. Motion approved: 8-0. Meeting adjourned at 5:05 PM

Respectfully Submitted:

John Koffel, Secretary