

February 8, 2012

Meeting Minutes

Project: Longwood Public Library
Location: Longwood Public Library Meeting Room
Meeting Date: February 1, 2012
Meeting Time: 4:00 p.m.

Attendees:

Dave Clemens, Director Emeritus (DC)
Jan Miller, Y.A. Services (JM)
Jennifer Bollerman, Adult Services (JB)
Kimberly Giery, Children's Services (KG)
Suzanne Johnson, Library Director (SJ)
Tracee Ugenti, Circulation Department (TU)
Vincent Rodgers, Custodial Department (VR)

Bob Viola, Sandpebble Builders (BV)
David Strunk, Strunk-Albert Engineering (DS)
Frank X. Craine, AIA, LEED AP (FC)
Gerry Rosen, P.W. Grosser Consulting (GR)
Peter A. Gisolfi, AIA, ASLA, LEED AP (PG)
Victor Canseco, Sand Pebble Builders (VC)

Non-Attendees:

Chris Hanley, Board of Trustee (CH)
Juliana Podd, Assistant Library Director (JP)
Katherine Soscia, Board of Trustee (KS)
Lauren O'Connell, Trustee (LC)
Nicole Turzillo, Technical Services (NT)

Chic Voorhis, Nelson Pope Voorhis. LLC (CV)
Chris Strunk, Strunk-Albert Engineering (DS)

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Items Discussed:

I. PGA presented another conceptual site plan and the following comments were made.

A. Site Plan

1. (PG) presented a plan concept that would pave over the existing drainage sump and create additional parking spaces along the south edge of the property.
2. Everybody liked this scheme provided that the Central Pine Barrens Commission (CPB) would permit encroachment into the protected area along the south edge of the property.
3. PG stated that they spoke with Chic regarding this issue and his initial instinct is that it may be feasible.
4. VC requested a copy of the plan so that it could be estimated and included in the project budget.

B. (PG) reviewed the changes to the plans and the following comments were made.

1. 2nd Floor Administration Area

- a. PGA presented several office layouts that indicated a larger craft room with an open corridor at the administration area.
- b. A suggestion was made to orient the craft room in an east west direction and place the offices along the south wall of the building similar to the option presented at the previous meeting. This would minimize wasted circulation space.

2. Adult Library

- a. (DC) suggested expanding the upper floor on the west side similar to the children's room bay that is located between the stair towers. Although this is possible, it may not be feasible from a budgetary point of view.
- b. The staff and study rooms will be flipped; the staff will be on the west side of the building and the study rooms on the east.

3. Miscellaneous Changes

- a. The window at the top of the existing stair was shown as deleted.
- b. The room adjacent to the auditorium will be changed from storage to fan room.
- c. Existing windows are missing from the elevations. (SJ) pointed out that there are clerestory windows at the lower level in the southeast corner. PGA to update elevations.

II. Building Systems

A. Mechanical System Costs

1. (VC) recited preliminary costs for the various mechanical systems.

Option A.	Reuse existing rooftop units-	1.5M
Option B.	All new rooftop units-	1.7M
Option C.	Central Chiller or Geo-thermal open loop well field-	2M
Option D.	Central Chiller or Geo-thermal closed loop bore field-	2.2M

2. Both Options C and D above, include 13 air handlers and 39 variable air volume boxes serving the library.
3. The 2.2M for Option D does not include the cost for site restoration after the bore field has been installed.
4. Option C would require an expansion of some magnitude to the basement mechanical space. The cost for that expansion has not been included in the 2M cost. (VC) did a back of the napkin cost guesstimate at the previous meeting of \$140,000 for expanding the basement one column bay to the east for the entire north-south length of the lower level.
5. After much discussion, there was a consensus that Option C should be the minimum system for the building if a full renovation/addition were to occur to the library.
6. At the end of the meeting, the mechanical system was revisited in an effort to potentially reduce the construction cost. There was discussion of a possible hybrid system which would retain the existing rooftop units and provide a

central chiller or geo-thermal system for the new addition only. This would eliminate the cost of expanding the basement mechanical space and the cost of replacing the existing units.

7. (DS) will begin preparing energy models for the building as well as cost paybacks for each system versus the existing system.
8. PGA will obtain more information regarding federal tax credits for geo-thermal projects, and if they are viable for a publicly bid project.
9. (DS) will prepare a typical specification for a test well. (VC) gave a preliminary cost of \$20,000 for now for a 150' deep well. Once the spec is received, this price will be confirmed by Sandpebble Builders via a bid proposal process.

III. Next Steps

- A. Sandpebble will update their cost estimate based on the changes made to the scope of work revisions made from the previous meeting. Sandpebble believes this can occur in two weeks or less.
- B. PGA will send Sandpebble the revised site plan presented at the meeting today.
- C. PGA will obtain more information regarding available federal tax credits for geo-thermal, and how they might work for a publicly funded project.
- D. A decision was made to postpone the board presentation until the March meeting. This would allow Sandpebble to revise their estimate, PGA to update their plans and elevations based on the comments received today, Strunk-Albert sufficient time to perform energy models, and a cost/payback analysis for each mechanical option, and Chic Voorhis & PGA to review the site plan further.

Next Board Meeting Presentation-Wednesday, March 21st at 7:00 pm

c: All attendees