

TOWN OF BLOOMFIELD
PROSSER LIBRARY BUILDING COMMITTEE

There was a meeting of the above referenced committee on Monday, February 1, 2016 at 5:00 p.m. in the Community Room of Prosser Public Library, Bloomfield, CT.

Committee members present were: Mark Weisman, Michael Johnson, Vera Smith-Winfrey (arr 5:20), Lois Hager, Gail Nolan, Roberta LaMonaca (Ex-Officio Member), and Sharron Howe (representing Philip K. Schenck Jr., Ex-Officio Member)

Also present: Nancy Haynes, Risk & Purchasing Manager.

Guests: Ryszard Szczypek, Diana Lanser and Jeannette O'Connell – Tai Soo Kim Partners, LLC, Friends of the Library and Prosser Library Board of Directors

The meeting was called to order at 5:05 p.m.

Approval of Minutes of January 25, 2016

Since the minutes of January 25, 2016 had just been distributed, approval was tabled until the next meeting.

Architect's Report

Mr. Ryszard Szczypek, Principal, Diana Lanser, Project Manager and Jeannette O'Connell, Director of Interior Design Associate from Tai Soo Kim Partners, LLC presented the architect's report of the following areas:

Project Schedule

Mr. Szczypek distributed a revised outline on the Project Schedule and Key Decision Making Milestones to committee members for review, which was discussed by Building Committee members. It was suggested that the Town Council be invited to the March 28, 2016 meeting where the concept development would be previewed. Mrs. Roberta LaMonaca, Director of Library Services relayed that the Town Manager would like to provide monthly updates to the Town Council. The Building Committee and Tai Soo Kim representatives will attend the February 22, 2016 Town Council meeting to update the Council on programming and sites they are focusing on and will obtain their feedback. The new schedule shows 3/21/16 and 4/25/16 dates to present to Council.

Mrs. LaMonaca also raised having public forums. Mr. Szczypek advised that a forum should be scheduled after the preliminary programming had been completed and after Council has given feedback, and any time after the 3/28/16 preview meeting would be best for public forums.

The project is still on target for May 9, 2016 Town Council approval.

Strategy to keep General Public and Town Officials informed

A DRAFT of talking points was distributed for comment and revisions. There were also some national statistics regarding library trends and a comparison of how Bloomfield compares to other similarly sized towns in square footage, programming and attendance. It was noted that Bloomfield has the smallest square footage per capita yet holds more programming and more programming per capita than the other communities in the comparison.

There was discussion about the community room, and Ms. Howe offered to obtain the availability of other meeting spaces in town so that the Building Committee can address the need for Prosser's community room in its informational campaign.

Program Review

After meeting with stakeholders, Diana Lanser completed the initial programming review and distributed the results along with the state guidelines for space planning for libraries. The report updated the programmatic square footage developed in 2011 as part of the Tuthill and Wells review with the newly estimated needs. Based on the estimated programming needs, the architects initial review shows a total of 34,821 square feet, which works out to 1.64 square feet per capita. The state library guidelines recommend a minimum of 1.35 square feet per capital for a town the size of Bloomfield.

Discussion on possible revisions, including computer lab, community room, Friends storage room, café, gallery/corridor and children's area. The Friends will review their volume figures, and report back so their space can be adjusted. All others are asked to provide their feedback to the Committee chair, Mark Weisman, in one week.

Site Assessment

The Architects had no information to pass on regarding site assessments. Nancy Haynes, Purchasing and Risk Manager, reported that the Town's insurance carrier had updated their flood maps and have changed the current Prosser site to flood zone A (100 year flood). Because of this, while the property is insured, the deductibles have risen to \$500,000 each for property and content loss in the event of a flood, and it will also have an impact on builder's risk insurance should the project go forward on the current site. Additional coverage that will lower the deductible can be purchased, but will cost anywhere from \$3,000 to \$10,000.

There was also discussion regarding potential underground tanks in the property north of the current site and Ms. Haynes and Ms. Hager will follow up to determine if tanks have been removed and soil remediated.

Status of Contract

The Town Attorney has completed his review, and review by Architects is in progress.

Future Meeting Dates

The next scheduled meeting will be 5:15 p.m. on Tuesday, February 16, 2016 in Conference Room #2 in Town Hall. The location for the 2/29/16 meeting is TBD.

Adjournment

At 6:25 p.m., it was moved by L. Hager, seconded by M. Johnson and voted unanimously to adjourn the meeting.