



Town of Stow
Library Building Committee 2.0 and Exterior Design Committee
Joint Meeting April 12, 2023 7pm at Town Building and via Zoom

Attending:

Building: Tina McAndrew, Chair. Aisha Anderson, Kat Copeland, Denise Dembkoski, Marcy Eckel, Lisa Lavina, Frank Ramsbottom, Sunny Richardson.

Exterior Design: Tina McAndrew, Chair. Kat Copeland, Denise Dembkoski, Richard Fishman, Andrew Grote (departed 8p), Frank Ramsbottom, Melissa Rollins.

Also attending: Colliers: John Bates; designLab: Andrew Brookes, Ben Youtz, Audrey Scanlon

Meeting called to order at 6:33 pm

Discussion of start time of future meetings

Discussion concludes meetings will continue to begin at 6:30pm

Feedback and review of site visits

Comments on: contemporary additions to historic buildings, seeing exterior finishes in different settings, outdoor spaces in use, size of Woburn, effect of work from home culture driving users to small meeting rooms, having natural materials where people encounter the building has an effect on the sense of glass in use.

Community Input

Questions about the plan for collecting community input. Should there be a specific feedback meeting?

Melissa circulated a possible mechanism for gathering feedback.

Discussion about low turnout to regularly scheduled meetings and views of recorded meetings. Discussed promoting the May meeting and urging attendance.

designLab

Schedule review and update on activity since last meeting

Workshop 3: looking at the design on the room scale planning. Two more sessions will follow this one.

• **Exterior**

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- Recap where we left off with thinking about options.
- Presentation in #D models of how the massing may appear
- Walkthrough of the concepts of the different components of the exterior structure
- Discussion of roof structure styles

Denise moved and Kat seconded to approve pursuing the hip roof design on the main volume and a flat roof on the community space and the gasket. Approved unanimously by the Exterior Design Committee.

• **Landscape Review**

- Recap of the preferences defined in the last meeting

- Illustration of the design based on the preferences.
- Cistern Update
 - Exploration has defined the placement of the cistern at the former fire station parking. More work happening to determine the actual space needed for the installation.
- Building Committee
 - Update on the program plan based on the last meeting
 - Notes from meetings reviewed (expectations and key wants)
 - Numbers calculated for books per linear foot for design and placement of stacks
 - Presented the program concept of the closed corner and open corner and the second floor terrace
 - Committee discussion of the pros and cons of both concepts

Denise moved and Alicia seconded to approve pursuing the program design of the open corner concept. Unanimously approved by the Building Committee.

Denise moved and Alicia seconded to approve pursuing the exterior terrace off the second floor. Unanimously approved by the Building Committee.

Kat moved and Alicia seconded to approve a capacity of for the community meeting room. Unanimously approved.

 - Reviewed locating the stacks according to the linear foot determinations
 - Next steps: Workshop 4 on May 3rd.

Collier's OPM report and updates

- Hazardous Materials Consultant Update
 - HazMat contractor efi global signed
 - Assessment of the library site (only) will start by the end of the month
 - Reports will follow:
 - Phase 1 site assessment/visual, record search, talk with town staff with site knowledge.
 - Phase 2 samples to confirm understanding.
 - Phase 3 define and quantify remediation.
 - Timeframe is TBD

Invoices

Denise made a motion and Alicia seconded to approve the invoice designLab invoices dated 3/13/23 and 4/3/23 as sent to the group earlier. Unanimously approved.

Denise made a motion and Alicia seconded to approve the invoice 4/4/23 as sent out previously. Unanimously approved.

Approve Minutes

Denise noted corrections to minutes for Exterior Design Committee to correct the meeting date to March 8th and to remove Lisa Lavina from the ED Committee list of attendees.

Denise moved and Alicia second to approve the meeting minutes of the Exterior Design Committee.

Unanimously approved.

Denise moved and Alicia second to approve the meeting minutes of the Building Committee 2.0.

Unanimously approved.

Other items not reasonably anticipated at posting

Melissa moved and Denise seconded to approve creating materials for promoting attending remaining exterior design committee meetings. Unanimously approved by Exterior Design Committee.

Adjournment

Denise moved and Kat seconded to adjourn at 9:33pm. Unanimously approved.

Minutes Submitted by Lisa Lavina

Meeting recordings are available on the Building Committee page of the Town's website:

<https://www.stow-ma.gov/randall-library-building-committee-20>