

Baker Free Library
Building Committee Meeting
November 1, 2011
Minutes

1. Call to order. The meeting was called to order by Colleen Haggerty at 5:03 p.m. Also present were Ann Hoey, Ingrid White, Tom Ives, Librarian Lori Fisher, Christine Carey of the Baker Free Library Friends, Gary Nysten of the Bow Heritage Commission, Building Committee representative Eric Anderson, and architect Christopher Carley. Lisa Richards, trustee, was absent.
2. Presentation of the architectural sketch. Chris Carley gave some background on the project at hand. He pointed out areas of the basement that couldn't be changed such as the electrical room, stairways and existing support columns. He then showed a sketch of his proposed design, which incorporated all of the elements that had been discussed at a previous meeting. The following spaces were discussed at varying lengths:
 - Meeting room: The space will accommodate about 80 people. One bearing line will need to be eliminated and a beam put in its place.
 - Book sale room: A wall four feet high will be used for two of the sides to allow for a view into the room and more of an open area in the hallway.
 - Coffee house: This will have an enclosed area with perhaps some glass so people can see into the room.
 - Heritage Commission room: This will occupy about 2/3 of the current Baker Room.
 - Administrative office: The group discussed various issues relating to the optimal location.
 - Two bathrooms with showers: These were included with the idea that the library may be used as a warming center for community residents who lose power during a storm, etc. Lori also mentioned that the staff would like the option to have showers. The group discussed whether two bathrooms or showers were needed.
 - Storage area and TV studio: The studio will be small—about 166 square feet.
 - Elevator: This will be accessible from the upstairs lobby so that people can use the elevator when the library is closed. The elevator will have two sides that open.
3. Further discussion. The group discussed the following: width of corridors, especially the one near the elevator; access for the custodian; the need for a camera security system (including in the outside parking lot); the kitchen space and the type of corridor wall desired; the need for a room for the conference tables in the Baker Room. It was suggested that the one empty area behind the bathrooms be made into a meeting room. Chris Carley said that none of the revisions suggested at the meeting would greatly affect the price of the project. He said the big costs would stem from the need to trench through slabs to get to

- drains and the need to change supports for the meeting room. He offered a copy of the design, and Chris Carey made copies for all at the meeting.
4. Tour of the basement. The group toured the basement and discussed the issues involved with making the old section a better exit point.
 5. Next steps. Chris Carley will develop a powerpoint slide so that the plan can be presented to the Budget Committee and at the Town meeting. Ingrid will find out the date of the Budget meeting and set up any necessary follow-up meetings for the Board and/or Building Committee next week. Colleen presented the letters of appointment for members of the building committee and said they would go out shortly. The Friends will write a check to the Trustees to pay for Chris Carley's services. Tom summarized his inquiries about parking and Eric asked that statements be put into writing.
 6. The meeting was adjourned at 6:50 pm.

Respectfully submitted,

Ann Hoey
Secretary