

Project: New Glarus Public Library (NGPL)
Meeting Location: New Glarus Village Hall
Date of Meeting: 7.28.2015 at 5:00 pm
In Attendance: Linda Hiland, Wayne Duerst, Jody Hoesly, Becky Weiss, Lauren White (NGPL Building Committee); Jim Gersich (Dimension IV Madison)

These notes are the writer's interpretation of what was discussed at the meeting. If you have any changes, clarifications or additions to the notes, please contact the writer. Thank you.

This meeting was a Library Building Committee public meeting for the new-site public library preliminary design phase. We followed a written agenda.

General comments:

1. The topographical boundary survey is to be completed by the end of the week.
2. We reviewed the updated Focus On Energy and WPPI incentives; the HVAC system with DX cooling (not geothermal) and "Bundle #3" combined incentives total \$10,316 (if all elements with the Bundle are installed) and reflect an annual energy savings of \$8,091 over code-minimum energy performance. If the installed costs are accurate (probably not) then the simple payback is 21 years.
3. We reviewed the project schedule and remain as-planned for completion of the (new site) Concept & Budget report by the end of August.
4. We briefly reviewed possible Construction Manager (CMAR) and Owner's Rep roles for the project. Should the Library Board (LB) decide to retain a CMAR, a GMP could be achieved by end of October. Linda reported on her conversation with the former Library Director at Poynette, and indicated she will be talking with the Library's Owner's Rep at Brodhead shortly. *(After the meeting, the LB decided to proceed with the CMAR approach, and Linda Hiland and Kevin Budsberg to act as the Owner's Rep.)*
5. We briefly reviewed the recently-enacted State Budget and noted some changes therein re NR151. Jim will review same with Edge to see if those changes affect the project. *(After the meeting, we determined those changes do not apparently affect the project.)*

Review of Site Plans and Floor Plan:

1. Three sheets of Site Plans, prepared by Edge Consulting Engineers, dated 7/27/2015, were reviewed noting the following comments:
 - a. The site plan has been developed showing 46 parking stalls, plus two (2) stormwater Storage Ponds, plus three (3) stormwater Bio-Ponds, plus two (2) underground "Cultec" stormwater storage chamber arrays. We reviewed Brian Beaulieu's 7/28 email explaining the two municipal ordinances related to water quality requirements, and Durst Valley peak flow reductions. One of the Storage Ponds is located in the space allocated for future library building expansion. At such a time, both parking and the Stormwater Management Plan will need to be revisited. Jim also circulated an artist's rendition cutaway view of what an underground Cultec chamber array would look like.

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- b. We will consider the possibility of eliminating the east 14 parking stalls and related drives, in favor of relocating Storage Pond #1 at that location, and possibly enlarging and/or deepening it to eliminate the underground storage chamber arrays. (After the meeting, Edge confirmed that yes, the Cultec underground storage chamber arrays can be eliminated if the east 14 stalls and drives are eliminated; and, that the Storage Pond #1 could be combined with the new Pond where the east 14 stalls and drives had been located, returning open space for future library building expansion north of the initial library building. If so, the number on off-street parking stalls remaining would be 32, re the parking variance application.
 - c. The Site Plans reviewed do not currently show the correct building setbacks in a parcel re-zoned to Residential. These setbacks will need to be followed.
 - d. The Site Plans do not show the current building footprint although they do show the building correctly sized at 12,000 GSF. The building length shown in the Site Plans is ~12' shorter north-south than the Floor Plan indicates, 180'.
 - e. We also noted Brian's email comments regarding both 3rd and 4th Avenue sidewalks, and 3rd Avenue's curb-and-gutter needed.
2. One Floor Plan, prepared by Dimension IV Madison, dated 7/28/2015, was reviewed noting the following comments:
- a. Sink, refrigerator and cabinetry needed in Staff Breakroom.
 - b. Diaper Decks needed in all three Toilet Rooms.
 - c. Would like to have a large view window into the large Study Room, for staff at the Circ Desk to monitor activity therein.
 - d. The location of the Library Director's Office was discussed; one acceptable option id to keep it where shown but another option should be developed to co-locate it with the Staff Workroom.
 - e. Suggestion was made to locate the Friend's Display to be closer to the Friend's Storage.
 - f. The west wall of the Staff Workroom should either have openings or transom windows so east light can reach the OPAC and YA areas.
 - g. There may be a need for an exit door at the north end of the building.
 - h. The shape and configuration of the Circ Desk will evolve.
3. The plan and particularly the number and type of doors will continue to evolve. For example, Quiet Reading may become an Area, not a room with walls and a door. Also, sliding doors shown both sides of Storytime may not be affordable. We will try to minimize walls and doors wherever practical.

Review of Budget:

1. Updated construction cost estimates will be provided sometime in August.
2. The budget reviewed at the last meeting did not reflect the cost of underground stormwater storage facilities shown on today's Site Plans. *(After the meeting, Edge secured a rough cost estimate of the system from Cultec, \$80,000 furnished and installed.)*

Action Items (in addition to as-noted above):

1. D4M will advance the conceptual building and site design; Edge will continue with the SWMP and site components.
2. Edge will complete the topo survey.

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Next Meetings:

1. *For the next Library Board meeting on 8/11, yes, a brief 5 pm Building Committee meeting would be needed, to review advancing design.*
2. Additional meetings are not formally scheduled yet.

CC: Lauren White (NGPL – for further distribution as desired); Deb Haeffner (SCLS); Mike Hein (HEIN Engineering); Arlen Ostreng, Brian Beaulieu (Edge Consulting Engineers); James Hall (OTIE); Tina Gordon, Claire Gibbons, Ray White (Dimension IV Madison Design Group)

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