

Rockport Public Library Ad Hoc Planning Committee

Meeting Minutes
December 23, 2015

Opening

The meeting of the Rockport Public Library Ad Hoc Planning Committee was called to order at 11:07 am on December 23, 2015 in the Richardson Room by Jan Rosenbaum. Rosenbaum determined that with five members in attendance, that the committee did have a quorum (five voting members).

Present

Voting Members: Eric Denney, Ann Filley, Jan Rosenbaum, Stephanie Kumble and Tracy Murphy, Select Board Liaison. Ex-officio, Interim Library Director, Ben Blackmon

Absent: Erik Frederick, Joe Sternowski, Heather Mackey

Guests: Jamie Francomano, town planner, John Scholz, professional advisor

Agenda:

Committee approval of 12/16/2015 minutes with a correction of the spelling of John Scholz's name.

Announcements:

- Notification that one committee member, Lynn Luzzi has resigned from the committee.
- Stephanie (Stevie) Kumble is the Library Committee representative on the committee
- No meeting on December 30, meetings to resume January 6 at 11:00
- Meetings will be held at the town office, until further notice
- Ann Filley to act as secretary for this meeting

New Business

Presentation of draft RFQ (Request for Qualification), presented by Jan Rosenbaum. Discussion concerned possible list of additional items and approval by Select Board for any changes/updates on RFQ, RFP. Having a stop and start process would increase time frame and limit effectiveness of AHLPC. Members approved action item of chair submitting a letter of concern and request for clarification regarding committee responsibilities.

Scholz then discussed the issues of location and size of building. Scholz stated that he had done an analysis of the combined site for the Steering Committee report of June 2014. In his opinion, the largest building that could be built on the combined site would be a maximum of 9,000 square feet, and include onsite parking, a requirement of the Select Board. In a meeting with Bill Lane, of Gartley and Dorskey, a two story building could be placed in some format utilizing combined lots. However, since the committee has received the charge of 8,750 square feet in programming space alone, that the 9,000 square feet would not meet the charge nor plan for future growth and long term use.

Additional discussion on the RFQ, suggestions were made to remove the section on page five, "Particular Needs and Concerns". That type of listing would be more appropriate for an RFP (Request for Proposal).

Jamie Francomano suggested requesting the respondents provide information with working with Maine DOT, for it may be part of the final design. Francomano also handed out several pages of information on changes to land use ordinance, section 1400 Shoreland zoning and accompanying map. It appears that changes allow for municipalities to move setbacks from 75 to 25 feet where applicable. (as in the case of a library building)

The RFQ will be submitted to the Select Board by January 11, 2016. The only other required document for the RFQ would be the completed site map of the current site.

Eric Denney then discussed potential scenarios. That the committee has two mandates and that we must take into account both size and site, and then the economics. With costs of site work, possible traffic pattern changes and really whether the combined site can be utilized as charged. The approach should include civil infrastructure (i.e. parking, sidewalks, walking paths) And how would this cost be associated in the new library building? The work to improve and use the combined sites should not cost more than the library building itself.

Additional Discussion

- Engineering study of sites, with borings should be completed if weather stays cooperative.
- The Library Committee is in the process of setting up a special capital campaign committee.
 - Creation of a case statement
 - Fundraising target should be 70% of total costs
 - How is the cost vs. bond going to be approached?
 - The Library Committee has approved \$10,000 towards a stipend for selected architects

- Jan will send out email for volunteers for a subcommittee which will focus on communication and develop a public contact strategy.

Adjournment

Meeting was adjourned at 12:40pm by Jan Rosenbaum. The next general meeting will be at 11:00 on January 6, 2016, in town office.

Minutes submitted by: Ann Filley

Approved by: Committee 01.06.2016