

*Town of Hubbardston*  
***Board of Library Trustees***  
***MEETING NOTES March 17, 2022***  
***Meeting held on Zoom***

Members Present: Morgan Brinker, Krista Goguen, Tom Robinson, Connie Strittmatter.

Members Absent: Josephine Amato, Bob Cronin

Other present: Dave Pollock, Architect with Abacus Architects + Planners ( [www.abacusarchitects.com](http://www.abacusarchitects.com) )

Tom Robinson called the meeting to order at 5:00 p.m. on Zoom. The meeting was recorded.

1. First Meeting with potential Architect/Program Manager to review existing and future projects -  
David Pollock, Abacus Architects

Tom introduced David Pollock and explained he contacted him to discuss our Hubbardston Public Library planning and design concerns. Considerations for building projects include: Historical Register requirements, Mass Library Association, ADA compliance, Codes and Standards, etc. Tom mentioned we have been allocated \$40,000 for an architectural assessment in FY25, but we also need help with near term project management and coordination.

Mr. Pollock suggested all renovations/improvements should support any Town use of the building.

Provocative Questions: Should this building be our Library?

If we didn't have a building at all, what would our Library look like?

Mr. Pollock described his firm's reconfiguration of the historic Beals Library in Winchendon to meet ADA access requirements. Mr. Pollock explained the Hubbardston library needs an elevator and two stairways for accessibility compliant access to the main floor and upper level and he described possible options for adding an elevator in a small addition at the back of the building. He agreed that the Trustees should proceed in a coordinated manner to ensure the existing maintenance projects contribute to the long-range goals. Mr. Pollock recommends the Trustees conduct a feasibility study to identify current and potential library and community needs in relation to the library building, including: population growth, seniors, children (pre-school, school age, and recreation), Town offices and Boards, community groups, historical society.

2. Adjourn

Meeting adjourned at 6:00 pm

Respectfully Submitted,  
Krista Goguen

Addendum:

Status of Library projects:

Our projects are varied, some funded, some not funded. The below list attempts to identify and briefly describe status. The attached documents, mainly those originally submitted to the CPC a year ago, offer more details.

Accomplishments to date include:

1. Energy Conservation - infiltration stopped by foam, etc. Project by the Town Administrator. Done and Paid.
2. Decommissioned the abandoned well in front of the library. Done and Paid.
3. Engineering Report on foundation work needed - ~\$5K - Done and Paid. Report attached.
4. Electrical service panel and selected circuitry upgrades and safety signage. Done and Paid.

Projects to go - No specifications or contracts in place.

5. Foundation Project approved by Community Preservation Committee - \$20K - Doc attached. No contract in place.
6. First Floor rehabilitation approved by the Community Preservation committee - \$28K - Doc attached.
7. Landscaping - Trying to stay in phase with the Town Center Main Street project (2023). Considering immediate Library grounds plus adjacent Main Street town property - School and Office - Funded Design?? No work done.
8. ADA Compliance - Not Funded. Not started.
  - 8.1. Consider 3-Stop Elevator - grade (Offices), main floor (Library), and meeting room elevation
  - 8.2. External ADA Compliance - walkways, loped sidewalks, etc.
  - 8.3 Internal ADA Compliance - Door jambs, restrooms, etc.
9. Capital Plan
  - 9.1 FY2023 - Foundation Per Item 5 Above
  - 9.2 FY2023 - \$20K - Library first floor room rehab - Per Item 6 above
  - 9.3 FY2025 - \$40K - Architectural Assessment
10. Other?
  - 10.1 Resolve concern with septic tank west of building
  - 10.2 First floor conference room floor
  - 10.2 Boiler replacement - move from oil to electric splits