

TOWN OF NORWELL
Advisory Board
Meeting Minutes
October 19, 2017

2018 FEB 28 AM 9:44

The Advisory Board was called to order by Mark Maiellano at 7:00pm. Present were Amy Koch, Jane Stout, Susan Powell, Tim Greene, Jacky McClean, Mark Cleveland, Harry Solis and Karen Reynolds.

ADMINISTRATIVE MATTERS

Notice - The Meeting tonight was posted in advance, but because of a glitch, no voting action will take place.

After the Advisory Board gave a hearty welcome two new members Mark Cleveland and Harry Solis, Susan Powell said a few words to honor the service of Roger Hughes and Ralph Gordon. Both men stepped down at the end of their term.

Correspondence/Notices - On November 6 at 5:30pm in the Osborn Room of Town Hall, a clinic will be held to review the laws governing Open Meetings. Focus is on Public Records. Any person on a Board or Committee is invited to attend.

Whiting Fields - Selectman Ellen Allen announced the Town has a purchase and sale agreement with the owners of Whiting Fields the 128 acre plot of land at the corner of Main Street and Lincoln. The Town will seek to use money saved by the Community Preservation Fund to pay for the parcel.

ACTION ITEMS / DISCUSSIONS

Reorganization of the Board - The Town Charter was updated several years ago. As a result, the role of the AB has evolved from a finance committee to something different. Members were invited to make recommendations for focusing the Board on these new roles. Because the Town Administrator works with the various Departments to prepare preliminary budgets which are presented to the AB for approval, the Advisory Board questions their own role. What is the relationship among the Town Administrator, Board of Selectmen and Advisory Board? Is the new role to discuss the strategy and long term vision of the Departments and Town? Budget discussions with Departments should have a consistency. This is a time to hear about past challenges, resolutions and seek a vision for future. These are important questions for the AB, and this will be a topic for future meetings.

Tim Greene was nominated for Chairman of the Advisory Board.

Susan Powell was nominated for Vice Chairman.

Karen Reynolds was nominated for Clerk.

2018 FEB 28 AM 9:54

Library Project Committee Update / Library Trustees - Ellen Allen of the Board of Selectmen, Scott Brodsky of Library Committee and PBMC, Judy McConarty Director of Library and Library Committee Member, Jeanne Ivas and Christine Smith of Library Committee, Rick Pomroy the Owners Project Manager and Steve Hale the architect were present to discuss the progress of the Library Committee.

A brief summary of the Library Project included reasons for the need of a new Library. The current building is 43 years old and has not been updated. It does not accommodate the needs of the community. The space is too small for the collection and for public meetings. The facility is noncompliant with regard to accessibility and building codes. The Committee determined renovating or constructing additional space would not be in the best interests of the Town. The floor space would actually shrink in a renovation to adapt for accessibility with wider aisles and lower shelves. A significant portion of an addition would go for these same issues. The price tag for renovations is between \$4-6 million and the estimate for renovations with an addition is between \$7-9 million. None of the costs of renovations or additional space is eligible for a grant from the State to help cover costs. That is one good reason a new Library makes sense. A Library Grant from the Massachusetts Board of Library Commissioners covers more than 40% of the cost of a new Library.

Once the Library Committee determined a new Library was the best option, they studied seven sites for the new Library including the old Police Station on River Street, Cushing Center, First Parish triangle, Sparrell Building, the current location of Devine Feed, Town Hall, and current Library location. These options were one by one dismissed due to a variety of reasons from wetlands to the Town did not own the land to accessibility and building codes. The current site has the land space and is owned by the Town. While it is surrounded by wetlands, there is enough uplands to build a Library that meets the current and future needs of the Town.

The new Library design includes all the features needed to navigate the 21st century. It will have all the areas of the old Library such as Collections for adult, teens and children, reference, magazines & news. These areas will be larger with lower shelves and their own storage spaces. The children's section will be an enclosed area with its own program room. The Library will also have study rooms, maker space, tech lab, a Local History room, a cafe, and an after hours lobby that enters into a meeting space. The mechanical systems will be housed inside the Library versus the roof of the old Library. Overall it will be a tremendous upgrade from the current Library facility. This building is specially designed for the needs of the Norwell community and specifically designed for the beautiful woodland site.

The cost of the new Library is \$15.4million. Here is the basis of cost estimate

C2E estimate		\$ 9,466,287
Contingency	7%	662,640

Soft cost	\$ 3,405,293
Move & relocate	\$ 300,000
Escalation 36mo/15%	\$ 1,519,339
Summary Cost	\$ 15,353,559

2010 FEB 26 AM 9:14

Everything is included in this estimate from developing plans & design, to architect and engineering costs, consultant and subcontractor fees, to materials, labor (prevailing wage), equipment, to audio/visual, IT, furniture, signage, contingencies, and even cost of renting temporary Library space.

This is expensive. The Town applied and received a grant totaling \$6.8M which is more than 40% of the cost to building the Library. The Town must approve the project at Special Town Meeting and at an election. Taxpayers pay only \$8.6M. Estimated tax impact based on \$600K median property tax assessment and 4.5% interest rate is \$210 in the highest year. The average payment for 20years is \$153/yr.

It is important to keep in mind the Town has a 10 year Strategic Plan for updating public buildings. Town Administrator addressed the AB in a written note that he does not think this will impact future projects. Old debt is ready to retire in the next few years. He does not anticipate overrides in the future as his 10 yr plan can fund projects within the limits of the operating budget.

The Library Committee is currently searching for a temporary Library site. Various ideas include renting space at the Hanover Mall or Assinippi Park. Due to load restrictions, the ideal site is slab grade first floor.

Finally, due to the size of the new building, staffing needs will increase. Library Director Judy McConarty believes several part time staff for points of service and an increase in custodial service for morning and evening will fill out staffing needs. The Library budget currently is 1% of the Town's Operating Budget. The budget request for increased staffing at the Library will be minimal when compared to complete budget.

FUTURE MEETINGS

Tuesday October 24 at 7:00pm

Thursday October 26 at 7:00pm

Adjourn - Mark called the meeting to an end.

Mark Majellano,
Vice Chairman

