

Old Library Accessibility Committee  
Meeting Minutes  
September 22, 2016

Members Present: Wendy Cote-Magan, Mark Mikitarian, Ken Swanton, Lucy Wallace

The meeting was called to order at 5 PM.

Administrative: Minutes of September 8, 2016 were approved as presented.

Accessible Entry Options: Wendy had prepared drawings showing the three options we are considering for meeting accessible entry(ies). The options are:

- Option 1 – rear door;
- Option 2 – side/current main entrance; and
- Option 3 - front of building/restoration of original main entrance

She clarified that *only* those entrances declared *public* entrances need to be accessible. Therefore, the rear door would not need to be handicap accessible if it was deemed only for emergency egress.

Wendy recommended we retain the services of an estimator to provide rough estimates of cost for each option in order to have a basis of comparison of the options. Wendy would be willing to meet with the estimator to walk through the options. The general sense is that making the rear door accessible would be less than \$106,000 (roughly 1/3 the current assessed value of the building), while the other two options would probably exceed that threshold. That said, there was strong preference for the public entrance to be for *everyone* which Options 2 and 3 would provide. A motion was made and unanimously approved that Option 3 be recommended for addressing accessibility assuming the costs for Options 2 and 3 are comparable.

Lucy will find out when the building was last assessed and, if more than three years ago, ask the assessors to reassess it. Given the trigger for code updates is triggered by the value of the building, it is important to have an accurate assessment.

A request will need to be made to the Selectmen for funds to cover the services of an estimator when we meet with them on October 4<sup>th</sup>. Ken will ask Rick Maiore if Steve Kirby could either give us an estimate for each of the three entrances or recommend an estimator and the cost for these services. Likewise, Wendy will ask Susan Mary Redinger for the name of the estimator the School Committee had retained to do a similar assessment of the Bromfield House. The cost of an estimator's services would be added to the cost of GPR's survey of the parcel and building on the lot (\$3,500) which will be requested of the Selectmen when we meet with them.

Once the estimated costs of the three options have been obtained, we should retain the services of a code compliance engineer to do a walk-through of the building interior to itemize the items to be addressed. Wendy was also willing to accompany the engineer on this assessment. Given the authority of the local building inspector to enforce conformance with code, we could meet with Gabe to see if he would grant relief from some of the code requirements.

A memo needs to be drafted to the Selectmen with the three options, noting our recommended option and requesting funds for the survey and estimator's services. While the plans prepared by Wendy clearly show the accessible options, it was agreed that elevations or sketches of the exterior

would be more readily understood, especially in terms of understanding the massing of the ramps. Wendy was not sure she could prepare them in time to be included in the Selectmen's packet (by September 29<sup>th</sup>); if not by then, perhaps they would be ready to bring to the October 4<sup>th</sup> meeting.

Ken recommended we submit an application to CPIC for funds in FY18 to cover the cost of improving accessibility and related code compliance improvements. He offered to draft the application. As we do not have an estimated cost for this work he will note on the application that costs and possible private funding sources (such as HCC) will be provided as available. There is approximately \$1 million in the CPIC fund. Lucy suggested the request be for \$500,000, with the hope that costs would come in less than that. It may improve the chance of funding if we ask for a higher amount initially and subsequently decrease the ask, rather than underestimate the cost and need to ask for more later. A motion was made and unanimously approved that we submit an application to CPIC for funding in FY18 by the September 29<sup>th</sup> deadline. Ken will circulate a draft for comment.

The meeting was adjourned at 6:15 PM. The next meeting will be on October 17<sup>th</sup> at 7 PM.