

1. Call to Order & Seating of Members

The Chester Library Building Committee held a special meeting on Wednesday, July 2, 2014, at the Chester Town Hall, 203 Middlesex Avenue, Chester, Connecticut. In attendance were Denny Tovey, Dick Harrall, Linda Fox, Terry Schreiber, Lois Nadel and Pat Holloway (arrived at 7:00 PM). Absent were Peter Harding, Chuck Mueller. Chairman Tovey called the meeting to order at 6:08 PM.

3. Presentation/Discussion of North Quarter Park Committee

Representing the North Quarter Park Committee were Bob Gorman, Doreen Joslow and Ed Meehan. Consultants Mike Cegan, Joe McDonnell, Kathy Bartel, Drayton Fair and Julie Jansowicz (sp?) were also present.

Mike Cegan noted their charge was to look at the whole Park but clearly the focus is the upper 3 or 4 buildable acres looking at passive recreation and potential connection to the center of town. The location of the Park relative to the Village District was important.

Mike Cegan reviewed various items and constraints with the property some of which were the following but not limited to - park entrance needs improvement and upgrade, parking area is all merged together, there is a hollow of open lawn with an 11' drop from Main Street. He noted the existing facilities playground is a major draw and there is a wonderful grove of trees that are probably 100-125 years old. All these things influence where a building might be located.

Cegan also reviewed the wetlands and the hollow area that drops off steeply to the tidal wetland area. A significant influence and historical element is the old trolley line that was in service for 2 to 3 years. That was an important part of the Plan of Development. A pedestrian connection back to the center of town is also being looked at.

Cegan noted the property is in an R ½ zone with 20 foot setbacks surrounded by single family homes. They would like to try and keep to the setbacks. He briefly reviewed the drainage swale.

Cegan next reviewed the library/community space including the playground area, multi-purpose field, T-Ball field, nature trail, picnic area. He stated community gardens had been discussed early on but just didn't seem to fit into the overall concept. Public restrooms were discussed. Cegan reviewed the parking area of 50 spaces.

Various building location options were reviewed, as well as field

location, Park & Rec storage and the entrance/parking area to the Park. There was discussion regarding one story building vs. two story building.

First Selectman Meehan noted the town already has a lot of soil testing information for this site which was investigated historically. Cegan noted once a location is picked for the library building, there may be the need for additional soil testing.

There was discussion regarding a pedestrian trail.

The public presentation of the North Quarter Park Master Plan Committee scheduled for July 9, 2014 at Town Hall at 7:00 PM was discussed. Meehan noted the important thing is to recommend a location for a two story building using the topography of the site as a design advantage.

Cegan reviewed the overall site including the entrance and overlooks.

Meehan noted it is important to remember this is a long range vision (20 year plan). There are some very poor drainage problems in the Park that have to be fixed. He noted the drainage issues were removed from the Main Street Project to be addressed either as a public works project or site development. Meehan briefly reviewed the Main Street Project construction schedule.

Drayton Fair noted he met with library staff and reviewed space needs. It is the goal of the Library Committee to submit the State Library Grant application which requires a certain amount of programming and diagramming of floor plans. That doesn't mean the design can't be changed at a later date. Fair noted the Library will enhance the Park and the Park should be part of the Library.

There was a lengthy discussion regarding Library space needs, size of a building and Library staff. First Selectman Meehan noted there will be an elevator in this building and it will be handicap accessible. There was discussion about having public restrooms, supervision of same and whether the responsibility for those should be separate from the Library.

Terry Schreiber noted she has been on the Library Board for 20 years and the one thing they heard loud and clear was the Town needs a Library that is accessible to all so if a 10,000 SF Library is proposed, it would get voted down and the Town would be back to square one. The proposal must be reasonable and affordable to those in the Town of Chester. There was discussion regarding possible

availability of rooms at the Chester Elementary School for community space. Bob Gorman agreed with Schreiber that a 10,000 SF building is not needed unless there are other uses for it. There would have to be a great rationale for such a large building.

Lengthy discussion ensued regarding size of the building and community uses. First Selectman Meehan noted size is important, but its also important what is put into the building.

Linda Fox briefly explained the Library Space Planning document that is needed for the State Library Grant application. Grant funding was reviewed. The question was asked what happens if the Town doesn't get the Grant.

There was further discussion regarding size of the building and its cost. It should be noted the community would also be getting a much improved Park and exciting outdoor spaces. It should be demonstrated this is a long range plan for the entire community. Meehan agreed that helps with the funding agencies.

There was discussion as to what the building should be called (library, community center, or what?).

Meehan reiterated the draft Master Plan of the North Quarter Park Master Plan Committee will be presented at a Public Informational Meeting on July 9, 2014 at 7:00 PM at Chester Town Hall.

Chairman Tovey asked how the Library part of this is coordinated with the public presentation. It was noted the focus of the public presentation is on the Park. It should be stated at the beginning of the meeting this is a Master Plan for the Park including the Library and this is a recommendation for the location of the Library. Meehan reiterated this is a draft Master Plan with a conceptual location of the Library taking advantage of topographic design.

#### 4. Schedule for July and August

It was decided meetings will be held on July 16<sup>th</sup>, 30<sup>th</sup> and August 13<sup>th</sup>.

First Selectman Meehan asked what the obligations of the Board of Selectmen relative to the Grant. It was noted there should be a Resolution of the Board of Selectmen before the end of August. It was suggested the Board of Selectmen meet on Tuesday, August 26<sup>th</sup>, in order to vote on a Resolution.

There was discussion regarding preparation and protocol for preparing

and submitting the Grant.

First Selectman Meehan turned the signed contract over to LLB Architects. Bills will be turned in to Linda Fox for approval. Drayton Fair briefly summarized the next steps for the architects. Size of the kitchen was briefly reviewed. Perhaps some members of the NQPMPC should attend the next meeting to review specific items, such as outdoor bathrooms, larger kitchen, another meeting space and a bigger meeting room.

It was noted at some point a project cost must be determined based on square footage cost. Discussion ensued regarding cost.

There was further discussion regarding submission of the Grant application. The question was again asked what happens if the Town does not get the Grant. Does this project still move forward? It was noted the Board of Selectmen would make that decision.

The Charge of the Library Building Committee was reviewed. There was discussion as to whether or not there should be a public information meeting before the Grant application is submitted. Much discussion ensued regarding the Grant application.

2. Approval of Previous Minutes  
This item was not discussed.

5. New Business - none.

6. Audience of Citizens - none.

7. Adjournment

**Motion by Nadel, second by Harrall, to adjourn at 8:00 PM.  
Unanimously approved. Motion Carried.**

Respectfully submitted,



Judith R. Brown, Recording Secretary