

The Chester Library Board of Trustees held a special meeting at the Chester Public Library, 21 West Main Street, Chester, Connecticut on Wednesday, January 21, 2015. In attendance were Terry Schreiber, Bob Gorman, Sandy Senior-Dauer, Deedee Prisloe, Peggy Carter-Ward (by phone), Denny Tovey, Linda Fox and Cary Hull. Peter Harding from the Library Building Committee was also present. Chairman Schreiber called the meeting to order at 7:15 PM.

Chairman Schreiber noted she as well as other members put together outlines for what should be discussed at the upcoming Town Meeting scheduled for March 5<sup>th</sup> at the Meeting House. The basis outline consists of-

1. Welcoming remarks.
2. Why we feel a new library is important to Chester.
3. Brief History.
4. New Library.
5. Grant.
6. Financial Implications.

Other items to be incorporated were long range planning, focus groups, etc. Peggy noted there has been lots of outreach and feedback as this process has moved along. And there has been a lot of opportunity for public comments and involvement. Chairman Schreiber noted this actually started back in 2004 and has continued through 2014.

Changing role of libraries should be talked about, as well as handicap accessibility, limited computer and meeting space.

Bob Gorman also did an outline of topics for discussion and reviewed those in detail.

It was noted Peggy Carter-Ward has agreed to do the presentation before the Town Meeting. It was also noted a fact sheet handout would be useful.

Items to be included in the Power Point presentation were reviewed in detail. Bob Gorman had done some research on nearby libraries and Chester's comparison (such as size, square footage per capita, collection size, space needs, etc.)

The role of the Library Board of Trustees was reviewed, as well as the role of the Library Building Committee and the North Quarter Park Master Plan Committee.

Bob Gorman reviewed the financial status of the Town. He noted the Town is in good shape financially. He reviewed unassigned fund balance and revenues and noted the bond for the Town Hall will be paid off in 2017.

Peter Harding had also done an outline for the Power Point presentation which he reviewed in detail. He noted such things as where are we, studies have been done to explore expansion on current site, limited space (high cost solution), where should the library be (NQP?), what about Chester Elementary School (not a good choice for the library, building too large). Should any other sites be mentioned? The Board has looked at other possibilities but felt NQP was the ideal location. The Library Building Committee was formed and hired an architect.

It was noted this is a process. The first step was to submit the Grant application, had a budget of \$20,000, got the \$1 million grant, now want to do schematic design phase and need \$100,000.

There was discussion as to when and how many referendums should be held.

Various proposals and statements from Board members were reviewed.

Peter Harding reviewed the unknowns (size, cost, price town can afford, fund raising, cost to operate, etc.). Operating costs were briefly reviewed.

Peter Harding noted he looked at 21 other towns in the State of Connecticut with a population of 3000 to 6000, similar to Chester. He reviewed how Chester compared with those towns. Does Chester just want to be an average community? He noted property values will improve with a new library. The challenge is to design a library that will meet the Town's needs now and in the future and that is what the purpose of this phase is.

There was discussion of the 8000 to 9000 square footage.

There was much discussion about evaluating the site to see if its suitable and where the test borings should be done. Denny Tovey noted if its going to be a one story building, it should be in a relatively flat area. Perhaps the area where the test borings will be done should be expanded in the event the building location needs to be moved. He would encourage the Town to increase the number of test borings.

One story vs. two story was discussed.

It was noted all the proposals discussed this evening will be coordinated by Cary Hull to be reviewed at the next meeting of the Board scheduled for February 9<sup>th</sup>. A fact sheet should also be done.

There being no further business, the meeting adjourned.

Respectfully submitted,

A handwritten signature in cursive script that reads "Judith R. Brown". The signature is written in black ink and is positioned below the text "Respectfully submitted,".

Judith R. Brown, Recording Secretary