

Ilsley 100 Project Team
Minutes of Meeting
November 30, 2023

Voting members:

Joe McVeigh - Ilsley Library Board (Present)
Amy Mincher - Ilsley Library Board (Present)
Dan Brown - Middlebury Selectboard (Present)
Farhad Khan - Middlebury Selectboard (Absent)
Jim Gish - Public Member (Present)
Barbara Doyle-Wilch - Public Member (Present)
Ken Perine - Public Member (Absent)
Ruth Hardy – Alternate Public Member (Present until 11:00)

Non-voting Members:

Dana Hart - Ilsley Library Director (Present)
Judith Harris – Consultant/Town Liaison from Harris & Harris Consulting (Present)
Beth Dow – Town Liaison (Present)

Design Team present:

Chris Huston of ReArch
Steve Roy and James Barret of Wiemann Lamphere

Also present: Victoria DeWind

The meeting was called to order by Chair Joe McVeigh a little after 8:00 a.m. in the Ilsley Library Community Room.

Steve Roy began by saying they still have not fully determined the location of the utilities, but there will be the need to locate a new electric service box to the east of the present vault, and he said engineers have determined the sewer main for 71-73 Main Street is a force main, not a gravity line, which will make it easier to install, and it will be encased in a 6” sleeve that will run under the library addition to a manhole in the parking lot.

The angling of the parking lot was discussed, as well as the organization and restriping of the lower parking lot. Roy said zoning regulations require an additional 21 parking spaces, and the new lot layout might gain as many as 12. Huston said that they will be meeting with the Director of Planning and Zoning Jennifer Murray very soon to go over the plans with her.

McVeigh mentioned that there will be a major infrastructure project in Bakery Lane in the summer of 2024, and the design team will check with the Town regarding this work.

Roy and Huston went over the revised design with the addition of the items mentioned at the meeting on November 9th and the Project Team asked questions and made comments and suggestions.

Hart commented on how pleased she was with the design and that all the elements from the original program would fit in the new building.

49 The discussion shifted to the open house planned for December 9th where the designs would be
50 displayed. Huston said we should focus on high-level concepts rather than detail during schematic
51 design yet-Huston said it's better to hold back some details at this point.

52
53 Hart asked if we would now be able to get a cost estimate. Huston said yes, and they have enough
54 information now so they should be able to have an estimate update by the next Project Team meeting
55 on December 14th.

56
57 McVeigh asked what happens if the estimate comes out higher than the budget. Huston said they had
58 added an escalation amount to the cost presented at the design competition, since they realized it
59 wasn't going to be built until 2025. He said when they provide an estimate, you need to look at what
60 can we live without and provide a list of what would be great to have and if the project allows, then they
61 can be included.

62
63 McVeigh wondered how to engage people when they're looking at the design, rather than focusing on
64 the details. Gish suggested something like "Here's 10 Things You're Going to Love about the New
65 Library" and what are the high-level benefits to the community. Huston said while we need to listen and
66 receive feedback, we should focus on what the Charge and vision of the project is. McVeigh said during
67 the feasibility study there were two aspects of the project that stood out to the people interviewed, and
68 those were downtown vitality and the children's programing.

69
70 Fund Raising

71
72 Hart gave a report on the fund-raising feasibility study and handed out an Executive Summary to the
73 Team and informed the Team on the results and information received from this study. She said the
74 interviewees had several questions about the project, and those have all been answered and they have
75 all received copies of the Executive Summary.

76
77 The problem of explaining the bond process to the public was discussed, and how we need to bond for
78 the entire project cost, even though there will be a portion of the cost that would be covered by fund
79 raising and other funding sources.

80
81 There was further discussion on the feasibility study and the fundraising process going forward. Hart
82 also described the possibility of a future collaboration between Ilsley Library, the Town of Middlebury
83 and the Town of Weybridge, for the residents of Weybridge to have membership to the library. She said
84 the Weybridge residents will vote on this proposal at their Town Meeting in March, and she hopes other
85 towns will explore the possibility of this option for their residents as well. She also said she had applied
86 for an American Libraries Grant and has updated the State Library Dept on the project status.

87
88 The meeting adjourned at 11:55 a.m.

89
90 The next meeting of the Ilsley 100 Project Team will be on December 14, 2023.

91
92 Respectfully submitted,
93 Beth Dow