

1 IIsley 100 Project Team
2 Minutes of Meeting
3 January 3, 2024
4

5 Voting members:

6 Joe McVeigh - IIsley Library Board (Present)
7 Amy Mincher - IIsley Library Board (Present – from 10:15 to 10:30)
8 Dan Brown - Middlebury Selectboard (Absent)
9 Farhad Khan - Middlebury Selectboard (Absent)
10 Jim Gish - Public Member (Absent)
11 Barbara Doyle-Wilch - Public Member (Present)
12 Ken Perine - Public Member (Present)
13 Ruth Hardy – Alternate Public Member (Absent)
14

15 Non-voting Members:

16 Dana Hart - IIsley Library Director (Present)
17 Judith Harris – Consultant/Town Liaison from Harris & Harris Consulting (Present via Zoom)
18 Beth Dow – Town Liaison (Present)
19

20 Design Team present:

21 Chris Huston of ReArch
22 Michael Minadeo of Wiemann Lamphere (via Zoom)
23

24 Also present: Victoria DeWind
25

26 The meeting was called to order by Chair Joe McVeigh a little after 10:00 a.m. in the Town Offices
27 Conference Room, and the approval of the minutes of 12/14/23 were deferred due to the lack of a
28 quorum.
29

30 Update from 12/19/23 Selectboard Meeting
31

32 Hart gave a summary of the Selectboard meeting and said she felt it was overall positive, but the Board
33 had felt it best to hold off on the bond vote until May to allow time for us to have a better understanding
34 of what would be coming in for donations and grants.
35

36 She said they discussed the bond amount and what the Town would feel comfortable financing, and
37 Perine suggested maybe it was time the Selectboard look into increasing the Local Option Tax to help pay
38 for the bond. Dow said she thought 1% was the limit for a Local Option Tax, and Perine thought it could
39 be higher if the State Legislature approved it and felt it should be explored.
40

41 Mincher entered the meeting at this point.
42

43 Update on 12/20/23 meeting with State Librarian
44

45 Hart said her meeting with the State Librarian and Assistant State Librarian went very well, and she was
46 told the range of the State Library Grant would be between \$900,000 to \$1.5 million, and the
47 applications for that grant should be released soon. She said the meeting was very positive and there
48 are no other libraries in the State pursuing a project of this size that she knows of, and they were very

49 excited about it and had helpful suggestions, and she feels we're in a very good position because our
50 project is so far along and was basically "shovel ready". She said they offered to support the project in
51 any way possible and Huston said their support could be used as leverage in other areas of the fund
52 raising.

53
54 Update on Schematic Design/Budget Progress

55
56 Huston said they are continuing to refine the scope of the project, and that we're still very early in the
57 process of exploration and discovery and they had just met with representatives of Green Mountain
58 Power regarding the utility lines. He said due to refinement of square footage and some other
59 adjustments, they have managed to reduce the overall cost of the project to around \$16 million.

60
61 The cost breakdown was discussed and how a more detailed budget breakdown will be coming at a later
62 date. Huston said they are in the process of refining the professional fees, but they are currently in at
63 10%, and they have added 4.5% cost adjustment if construction starts in the Fall of 2024, but they are
64 unsure if that figure will hold if construction starts in Spring of 2025, and it may be a cost benefit to wait
65 until spring. He said they also made some adjustments in the owners' costs as well, but they are trying
66 to balance these numbers, so they go to the voters with as accurate an estimate as possible. He said
67 they're carrying a 5% owners' contingency, and that range can be between 5-10%, but have noted that
68 they recommend 10%, and that is to take care of unaccounted costs, such moving costs.

69
70 Huston said he wanted to make it clear that the total project budget of just over \$16.5 does not take into
71 account the \$540,000 Tax Incentive Rebate the Town will get if we go with the Geothermal system, and
72 when you take that rebate into account, it brings the project cost down to \$16 million. He said they
73 believe a Geothermal system is important because of its upfront costs and the elimination of a fossil
74 base system, but most of all it will reduce the overall annual operating costs, and although that figure is
75 not available now, we will have it before the May bond vote. Mincher asked if we knew yet if the
76 Geothermal system was possible, and Huston said they will be reaching out to Lincoln Applied Geology
77 for a feasibility study of the site to see if it will support Geothermal, and they are hoping to have the
78 information before the next budget estimate but will definitely have it in hand before the May bond
79 vote.

80
81 Mincher left the meeting at this point.

82
83 McVeigh asked Harris if she had anything to contribute at this point, and Harris said she thought we
84 were right where we should be and agrees that this is a moving target and it will continue to be that for
85 some time, but we've identified the pieces that need work.

86
87 The breakdown between the Total Project Budget and the Total Project Cost was discussed, and the need
88 to clearly express the role of the \$540,000 Tax Incentive Rebate in how they arrive at the Total Cost, and
89 that the rebate is dependent on using a fully Geothermal system. Huston said the \$540,000 is based on
90 a 30% rebate, but it could be as high as 40% if the system used is U.S. made, which they've done on
91 several other projects. He said if Geothermal is not an option, they would most likely use a heat pump
92 system, that would cost about the same, less the rebate, but operational costs are higher.

93
94 Huston shared the exterior images being developed by Weimann Lamphere and described the features
95 and answered questions from the Team. The exterior materials were also discussed, and Huston said
96 they currently were looking at 3 separate materials of maybe a warm colored brick, a stone of some

97 type, and metal panels. Minadeo said they are still exploring different materials, and Huston said there's
98 still plenty of time to finalize what materials will be used, but they will study a wide range of options.
99 Minadeo said they are looking into using a metal panel with a wood appearance to bring some warmth
100 to the outside. Perine said he was pleased to see they weren't trying to match the original building, and
101 he liked the idea of including a wood element. Harris said as long as the estimate covers a range of
102 materials, that decision can be made a ways down the road so it can be discussed publicly so people feel
103 they have a role in the decision, but we have to be careful to keep the 1924 building highlighted, and she
104 thinks so far the design sketches look like they've accomplish that very well.

105
106 The ADA entrance from Main Street was discussed, and how they are currently developing options
107 beyond their current plan, since some people felt an at-grade entrance from Main Street was important,
108 even though the handicapped parking spaces are all in the parking lot behind the library and Town
109 Offices. Harris pointed out that when choosing an ADA access for the front of the building, we needed to
110 be mindful of the Historic Preservation aspects, since they are not very flexible when it comes to
111 preserving the symmetry of the existing building, and she feels the current ramp design is one they'll
112 accept, whereas a more elaborate ramp they might not.

113
114 McVeigh said the Town Offices have two large air handling/HVAC system units behind their building, and
115 he wondered if the library would have similar units and if so, where would they be located. Huston said
116 the Geothermal system would not have a need for those large units, but if another system is used, then
117 it would be similar to the one used at the Town Offices, and they would have to be located somewhere
118 outside of the building. Minadeo so there may be an architectural way to treat these units, so they are
119 camouflaged.

120
121 Doyle-Wilch asked if it was possible to tie in the recent study by the State Libraries to our project, since it
122 would be wonderful leverage when applying for Federal funds. Hart said it was a good idea, and while it
123 might not work for Federal funds, it would help to connect the findings in that study with the design.

124
125 Victoria DeWind cautioned about delaying all these decisions until later, when the public is going to want
126 to know and will have questions leading up to the bond vote. McVeigh said one of the issues to the
127 failed effort in 2017 was the way it looked, so raises the question of how detailed to make these prints,
128 and they will need to discuss that in the public process. Huston said it's always a balance of providing
129 enough information for feedback now, and what do we delay until later, but they can show general color
130 and feel.

131 132 Funding Update

133
134 Hart said we had several people include the Renovation Project in their year-end donations that totaled
135 just over \$8,000, and she said these are people that knew the capital campaign was coming up, so it's a
136 vote of confidence in that campaign. She said she is talking with the fundraising consultants and
137 developing materials to get ready for the capital campaign, and it will be kicked off as soon as they can
138 get it all together. She said all the grants we'll be applying for will be done in the next 6 months, so a lot
139 of her time will be focused on those applications. She said they also have a lead on a possible temporary
140 location for the library and they're working on a Letter of Intent for this space.

141
142 Perine said he sent an email to Senator Hardy about the possibility of increasing the Local Option Tax,
143 because an increase could potentially bring in \$1 million annually that would more than pay for a \$10
144 million bond over 20 years, so he really thinks that would be huge, and feels this is something we should

145 push for to take the burden off the taxpayers. He said if it isn't possible to increase the Local Option Tax,
146 then they need to encourage the Selectboard to use a portion of the existing Local Option Tax receipts
147 towards this project.

148
149 McVeigh asked about the funding raising efforts and should there be a separate committee established
150 to do this, and Hart said she imagined it would be a separate, small group, but she will ask the
151 fundraising consultants.

152
153 McVeigh said the Friends of Ilsley Library will be receiving the donations and then will pass them along
154 to the town, and the process for submitting payments was also discussed and the possibility of online
155 payments.

156
157 Timeline

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159 The next meeting date was discussed, and it was left that it would be determined if a meeting would be
160 needed on January 11th after Hart met with the fundraising consultants. The public information
161 initiative was discussed and the methods to use to help the public understand the proposal, and the best
162 way to reach a wide variety of people. Doyle-Wilch also felt there needed to be a separate committee
163 for community engagement.

164
165 The meeting adjourned at approximately noon.

166
167 Respectfully submitted,
168 Beth Dow

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