



PURPOSE

The Library Building Committee is established to explore the potential development of the Mercer Road lot for a public library, then if deemed feasible, guide the planning, design, and construction of a new library facility. The Committee will serve as the liaison between the community, the Select Board, the Library Trustees, and professional consultants, ensuring that the project reflects community needs, is fiscally responsible, and is delivered on time and within budget.

COMPOSITION

The committee shall consist of up to seven members, appointed by the Select Board. Membership should include:

- Library Chair, to serve as Building Committee Chair
- At least one additional member of the Library Board of Trustees
- Town Manager
- Member of the Select Board
- Representative from the Fire Department (in the interest of Public Safety)
- A member of the public at-large, non-library patron
- A member of the public at-large, library patron

Subcommittees may be formed, at the discretion of the Chair, to address specific tasks such as fundraising, community outreach, or design review.

DELIVERABLES

- The committee will review Appendix A: Building Planning, as developed by the Board of Library Trustees. This will help identify the priorities of current and future needs for the library and the community.
- The committee will recommend the selection of an engineer or other professional consultant to the Select Board.
- Review and refine conceptual and final designs, ensuring alignment with library and community goals, as well as available resources.
- Recommend a budget, exploring grant opportunities, and supporting fundraising initiatives
- Provide regular updates and opportunities for community input throughout the project.
- Present a comprehensive recommendation to the Select Board regarding the project scope, design, cost estimates, and proposed implementation plan.

TIMELINE, estimated

- September 2025: Appoint members, set initial meeting date
- October 2025: Needs Assessment & Public Input – collect data, host a community forum, and/or identify priorities
- November-December 2025: Work with consultant(s) to create and review conceptual designs, both interior and exterior
- December 2025 – February 2026: Finalize cost estimates and identify funding sources
- February 2026: Deliver a proposal to the Select Board for consideration and prepare for presentation at Town Meeting
- March 2026: Provide a presentation or informational packet for voters at Town Meeting
- June 2026: Town vote on new library proposal

The committee shall continue as long as there is support for a new library. In the event a library proposal is defeated, the committee shall work with the Select Board to determine the appropriate path to proceed, whether modifying the proposal, etc. The committee shall disband upon a majority vote of the Select Board or shall sunset upon completion of a new library.

Appendix A: Building Planning

Map 28 Lot 42-A (Screenshot attached)

- Current Library is 30' x 60'—we know the new library needs to be larger; ideal space a minimum of 3,000ft²

Building—interior, exterior

- Ground level entry is desired; preferably all one floor, but open to different interior layout if ramped
- Children's area/room, minimum of 500 ft² (figures from estimate of 20x25) for tables, bookshelves, etc.; include low sink with small counter space
- Minimum of 900ft² open space for book shelving/storage/display, not necessarily all in one block (figures from 30x30)
- Circulation desk with ample surface space
- One bathroom
- Storage room, minimum of 100 ft² (figures from estimate of 10x10)
- Break room kitchen with sink, minimum of 140 ft² (figuring 12x12ish)
- A clearly defined entry
 - Some mechanism for coat storage/rack—closet, rack, etc.
 - Maintenance supply storage (shovel, salt), ideally a small closet
- Community Room for large groups, minimum of 900 ft² (figures from estimate of 30x30; Town Office conference room is 18x30) with two separate doors so that the room can be divided; possibility of adding an adjacent storage closet for extra tables/chairs?
- Sitting/reading area, comfortable furniture space
- Tutor room, minimum of 65ft² (figures from estimate of 8x8)
- Technology station—area for 3-4 computers, printer/copier, etc.
- Aesthetics—stately outside, something unique/eye-catching architecture, curb appeal

Grounds/Site

- Driveway/vehicle entrance from Route 2
- 8 parking spots, minimum; with at least two in close proximity to an ADA entrance
- Pedestrian path/access to sidewalk in Mill Stream entrance
- Pedestrian-safe access from Route 2 to building
- Good balance of greenspace and stonescape to enable outdoor learning and programming

- Shade
- Comfortable benches
- Picnic table(s)
- Story walk space
- Garden area , landscaped (not vegetables, etc.)

