

Approved Nov. 6, 2019

**Advisory Committee Meeting  
Juliani Room, Wellesley Town Hall  
Wednesday, October 23, 2019, 7:00 p.m.**

Those present from Advisory Committee included Julie Bryan, Jennifer Fallon, Mary Gard, Neal Goins, Rusty Kellogg, John Lanza, Bill Maynard, Deed McCollum, Paul Merry, Lina Musayev, Betsy Roberti, and Ralph Tortorella.

Bill Maynard called the meeting to order at 7:00 p.m.

**7:00 p.m. Citizen Speak**

There was no one present for Citizen Speak.

**7:00 p.m. Wellesley Free Library (WFL) Introduction**

Marla Robinson, Chair, WFL Board of Trustees; Ann Howley, Vice Chair, WFL Board of Trustees; Ann-Mara Lanza, Secretary, WFL Board of Trustees; Ann Rappaport, WFL Board of Trustees; Maura Murphy, WFL Board of Trustees; Diane Savage, WFL Board of Trustee; and, Jamie Jurgensen, Director, WFL were present.

- Overview of Library system statewide and Minuteman system
- Overview of WFL libraries and organizational chart
- Overview of community involvement and use of the library by the community, and how the WFL tracks the use of the libraries
- New things at the library – digital conversion lab; hobby; hotspot borrowing; book group in a bag; community read
- Overview of five-year strategic plan and action plan for next fiscal year – filed with the State every 5 years
- FY21 Action plan includes:
  - Enhance use of space (focus on the renovation of main branch and Fells)
  - Maximize use of innovation and technology
  - Expand offerings to meet evolving needs (ESL program; privately funded coordinator paid through WFL Foundation)
- Update on renovation project of main branch:
  - currently in design phase
- Fells branch update:
  - Attendance has tripled since renovation
  - Garden has begun; should be completed next summer; still collecting donations
- Main Library Roof Project Update:
  - Feasibility study will be completed in FY20
  - Design Funds request will be through FMD in FY21
  - Project in pipeline for a few years
  - Trying to coordinate doing the roof at same time as renovation to minimize disruption to library use
  - Looking into making it a solar ready roof (this will require an additional feasibility study at a cost)
  - Trustees have reached out to MLP

- Looking Ahead
  - 2020 ATM – FY21 Budget and cash capital request
  - Fall 2020 STM – Main Library Renovation funds and Roof Replacement funds
  - Summer 2020 – Fells garden project completed (privately funded)
  
- Questions and Comments from Advisory members:
  - How many libraries in Minuteman? 41
  - Over what geographic area? Mostly MetroWest
  - What do we pay for Minuteman? Assessment against Wellesley for its share, based on circulation, including what is borrowed from us and what we borrow from others, plus other factors
  - How does Fells private funding work? Fells is privately funded and employees are billed separately when they work at Fells (not paid by Town)
  - Are daily classes for tech support are free and open to the public? Yes
  - Will the deck need to be replaced? They don't think so, but the design phase may reveal additional needs
  - What issues are you trying to solve in the renovation?
    - Being able to accommodate technology
    - Demand for additional study rooms and meeting rooms
    - Changing the lobby to accommodate the way people want to access materials
    - Commons room
  - Cost for renovation? \$3.2million including design
  - Cost for roof? \$1.2million total including design
  - Employee count includes FTE and PTE. All are Town employees except for the ESL Coordinator
  - How do you feel Wellesley library compares to others in terms of services and costs?
    - You get a lot for your money
    - Newton, Lexington, Sudbury and a few other libraries have gone through renovations
    - We are a great library, but we need to catch up to what a library offers in 21<sup>st</sup> Century. This renovation will catch us up to our peer libraries. Our supporting organizations are very helpful in providing enhancements to our offerings. We make sure that the Town is paying for what they should (maintenance, furnishings, etc) but they are thoughtful regarding what is truly an enhancement that should be paid for using private funds.
  - How has the material handler worked?
    - The project has been overall a success, but there are still tweaks that need to be done on a day to day basis, so it hasn't reached peak efficiency yet
  - How has circulation trended over time?
    - Generally, the circulation numbers have steadily increased over the last several years. The worst we have done is be flat. Visitors has also steadily increased.
  - Do you keep track of the use of the website? Yes, but we don't have the number of hits here
  - Where do you see libraries going in the future? The function as a repository for physical material is being somewhat supplanted by digital revolution, so is there a vision for the future of libraries in general? We are removing stacks in the renovation; but the isolation that the digital revolution brings means that a place for communities to come together will increase, and people will need help using various tools
  - Is there a role for libraries as an education or supplemental training place for the workforce? Yes, we have a subscription to certain websites for those doing a career change

**8:00 p.m. Sustainable Energy Committee (SEC) Presentation** (presentation provided in advance of the meeting has been revised; SEC will provide Advisory with updated presentation)

Laura Olton, Chair, SEC; Ellen Korpi, Vice Chair, SEC; and Marybeth Martello, Administrator, SEC were present.

- Overview of SEC
- Overview of GHG Reduction goals
  - Question posed regarding how data of GHG use is calculated: Data comes from DPW (use by fleet); emissions are calculated by evaluating buildings' use of fuel oil, gas and electric from NationalGrid and MLP; waste numbers comes from RDF; transportation is based on traffic counts on Wellesley streets and use a national standard formula to determine miles traveled
- Overview of status as Green Community – earned the designation and therefore earned a grant automatically and are eligible to apply for additional grants. Using grant money to replace lights around town with LEDs and some other projects (since MLP replaced lights themselves)
  - State-based or federal? It's a state-based program. Unaware of any federal counterpart
- Looking into building an EV charging station to build using grant funds
- Overview of Transportation initiatives, including SEC Transportation Working Group, Town-wide mobility Working Group and improving the data and methodology of tracking vehicle use and emissions
  - Question: How do we account for non-residents passing through town? We can only track traffic but we can do things for the cars that are registered in town and impact our own community
- Overview of Renewable Energy Program (bring your own charger program; residential solar rebate program; municipal solar opportunities – this becomes complicated because the FMD pays the bills for Town buildings, so there is no incentive for the Library, e.g., to pay for the solar installation, when their budget doesn't see the benefit. Trying to combat this by finding ideas to incentivize the different departments)
- Overview of WasteWise program (Share Tables in schools; recycling in schools; other food waste programs)
- Overview of recognition Town has received for its efforts
- Overview of Sustainable Building Guidelines (part of the roadshow they have been doing around town). SBG will be presented to ATM for approval
- Overview of intent to create a Climate Action Plan
- Overview of Staffing Needs for FY21
- Questions:
  - What is the significance of 19.5? 20 hours would kick in benefits
  - Is there a significance to the title change from administrator to director? Not at the moment, but there may be a class change in the future
  - Are changes to the EPA guidelines having any impact on our program? Change happens at local level. We are fortunate to be living in Massachusetts where there is a lot of interest and support for energy efficiency and energy consciousness. We are not waiting for the EPA to do anything
  - Why is it that you don't make the guidelines mandatory? We wrote them up as standards and they thought it would get too much pushback, so changed them to guidelines and to get people on board slowly and steadily, and hopefully they will become mandatory standards in the future. Some projects and departments have already been meeting them

- Can you tell us a little bit about the stretch building code? There is a building code and the DOER established a stretch code. In the beginning, the idea was to go beyond the building code to be more efficient. Over the past two cycles of building codes, the codes haven't advanced much in terms of energy, so the stretch code is being used more. There is a process to change the stretch code to go beyond the new building code that may come in the next cycle
- For those who do not want to abide by the guidelines, what reasons have you been provided for not wanting to comply? No one so far, but typically it is a cost issue

### **8:43 p.m. Adjourn**

Lina Musayev made and John Lanza seconded a motion to adjourn. Motion was unanimously approved 11 -0.

### **Items Reviewed During the Meeting**

- *Wellesley Free Library Presentation to Advisory, October 23, 2019*
- *Sustainable Energy Committee Presentation to Advisory Committee, October 23, 2019*