

**Town of Auburn
Board of Selectmen and Board of Library Trustees
Workshop Meeting
May 27, 2020**

Selectmen Present: Keith Leclair Todd Bedard and Michael Rolfe

Trustees Present: Nancy Mayland

Also Present: Library Director Kathryn Gowney and Town Administrator William Herman.

Mr. Leclair called the meeting to order at 6:10 pm

Library Building and Property Evaluation Proposals

The Library Trustees and Board of Selectmen were meeting to interview representatives of the three firms short listed for the Town's project of an evaluation of the library building and property for a future expansion of the library and provision of a community center facility. The evaluation project was included in the FY 2020 Town operating budget.

A Request for Proposals was issued on March 12th with an original submission deadline of April 2, 2020. On March 25, 2020, an addendum was issued that extended the submission deadline to April 16, 2020. A total of eight proposals were received. During a workshop meeting on May 11th, the Library Trustees and Board of Selectmen shortlisted three firms for interviews including SMP Architecture of Concord, H.L. Turner Group of Concord and Stantec Consulting Services of Auburn.

H.L. Turner Group, Inc., Concord

William Hickey and Doug Proctor, principals of H.L. Turner, Group, Inc., met with the Board at 6:15 PM and provided an overview of the firm, some of its past & current projects and their understanding and approach to the library evaluation project. They described their firm as a full-service, multi-dimensional firm with a commonsense approach to cost conserving budgeting. They stressed an interest in being involved for the long haul from first concept to ribbon cutting. The Board members had a general discussion with Mr. Hickey and Mr. Proctor about the proposal they submitted, approaches to the project and what they were looking for in this effort in terms of overall approach and the potential that this is the first step in a longer term project and that, hopefully, the firm selected will be able to move forward with the project through design, development and implementation. Mr. Hickey and Mr. Proctor left the meeting at 6:55 PM.

SMP Architecture, Concord

Jason LaCombe and Anthony Mento of SMP Architecture met with the Board at 7:00 PM and provided an overview of the firm, some of its past & current projects and their understanding and approach to the library evaluation project. They noted at the present time they are currently working on eight different library projects around the State, and that they feel they have earned a reputation for specializing in libraries. Mr. LaCombe noted he was currently serving as a Library Trustee in his home community of Hopkinton. They stressed an interest in being involved for the long haul on a project, and that their job was to listen to their clients for their interests, needs and wants, and to translate that into a successful project. They also indicated that although they have worked on a significant number of library projects, they do not have a cookie cutter approach to projects and that each one is different based on the character of the community and the objectives trying to be achieved with each project. The Board members had a general discussion with Mr. LaCombe and Mr. Mento about the proposal they submitted, approaches to the project and what the community was looking for in this effort in terms of overall approach and the potential that the firm selected would be in a position to be able to move forward with the project through design, development and implementation. Mr. LaCombe and Mr. Mento left the meeting at 7:55 PM.

Stantec Consulting Services, Auburn

Dan Tatem of Stantec Consulting and Bradford Prescott of Banwell Architects of Lebanon met with the Board at 8:00 PM and provided an overview of the two firms and their proposed collaboration on this project. They highlighted some of their past & current projects and their understanding and approach of the Auburn library evaluation project. Mr. Tatem stressed Stantec's long-term history with the Town of Auburn, as well as Banwell Architects assistance with the Town Hall renovation project several years ago. They noted with the collaboration of Stantec and Banwell, Auburn would receive a 360-degree approach to the evaluation project and a strong team that would more than meet the Town's needs and expectations with this project. They stressed an interest in not just being selected for this initial work, but for the future steps moving forward to a desired completed facility. They indicated although they have not done as many library projects as other firms may have, they have done a few and their experience suggests no two projects are alike based on the community's needs and interests. The Board members had a general discussion with Mr. Tatem and Mr. Prescott about the proposal they submitted, approaches to the project and what the community was looking for in this effort in terms of overall approach and the potential for the firm selected moving forward. Mr. Tatem and Mr. Prescott left the meeting at 8:55 PM.

General Discussion

The meeting attendees shared their initial reactions and impressions from the interviews conducted with pluses and concerns with each firm being noted. Differences in project approaches and deliverables between the three firms were noted. The sense was expressed that one firm takes more of an engineering lead or focus for this effort, while the other two have more of an architectural focus. It was suggested that one firm followed the terms of the Request for Proposal as to what was being sought, while the other two addressed what they felt the work should be.

Several Selectmen and Library Trustee Nancy Mayland could not recall the specifics of what the Town's Request for Proposal had asked for. Mr. Herman noted he would forward a copy of the RFP to all members to help assist in their review and decision process.

Several individuals indicated it was not clear to them the H.L. Turner Group proposal addressed the site development component of the evaluation the Town is interested in conducting. Mr. Herman was asked to contact H.L. Turner for clarifying information on how the firm was addressing the site development aspect of this project.

Mr. Herman will follow through with the two boards to provide a copy of the Request for Proposal as issued, and to reach out to H.L. Turner for the clarifying information requested, and to share that information with the Board members.

Adjourn

Mrs. Mayland moved to adjourn; Mr. Rolfe seconded the motion. All were in favor, the motion passed, and the meeting adjourned at 9:10 pm