

Thomas Memorial Library Planning Committee

Analysis & Recommendations

November 6, 2013

Town Council Charge to the Library Planning Committee

- ✓ The committee shall prepare a plan for public library services and facilities to serve Cape Elizabeth for the next 25 years.
- ✓ The committee shall seek public input in its deliberations and shall consider lower cost alternatives than the library proposal that was not approved in November 2012.
- ✓ The committee shall review past materials and information relating to library facilities but shall take a fresh look at possible future actions.
- ✓ The committee shall look at utilization of space for other library services. The committee shall meet with the town center plan committee to consider opportunities for enhancing the town center.

Background

- Exercising responsible stewardship Cape residents have upgraded/renovated TML at least every 20 years from 1944 through 1986.
- In 2005 this tradition was interrupted by a stalled review of Library needs that ended in the rejection of the \$8.4 million project, partially funded by a proposed \$6 million bond.
- TML's needs have only expanded, and the LPC was formed to take a fresh look.

LPC Process

- 29 Committee & subcommittee meetings over 31 weeks
- Substantial input from hundreds of people in the community
- Physical & “virtual” visits to 22 libraries
- Researched past, present, future trends of TML, local, and national libraries
- Researched alternative spaces in Cape and possibility of joint programs with other departments and neighboring communities
- Researched comparable library upgrades in Maine
- Interviewed 4 firms for architectural programming, selected Portland-based Reed & Co, which has provided key input for recommendations

Major Questions to Address

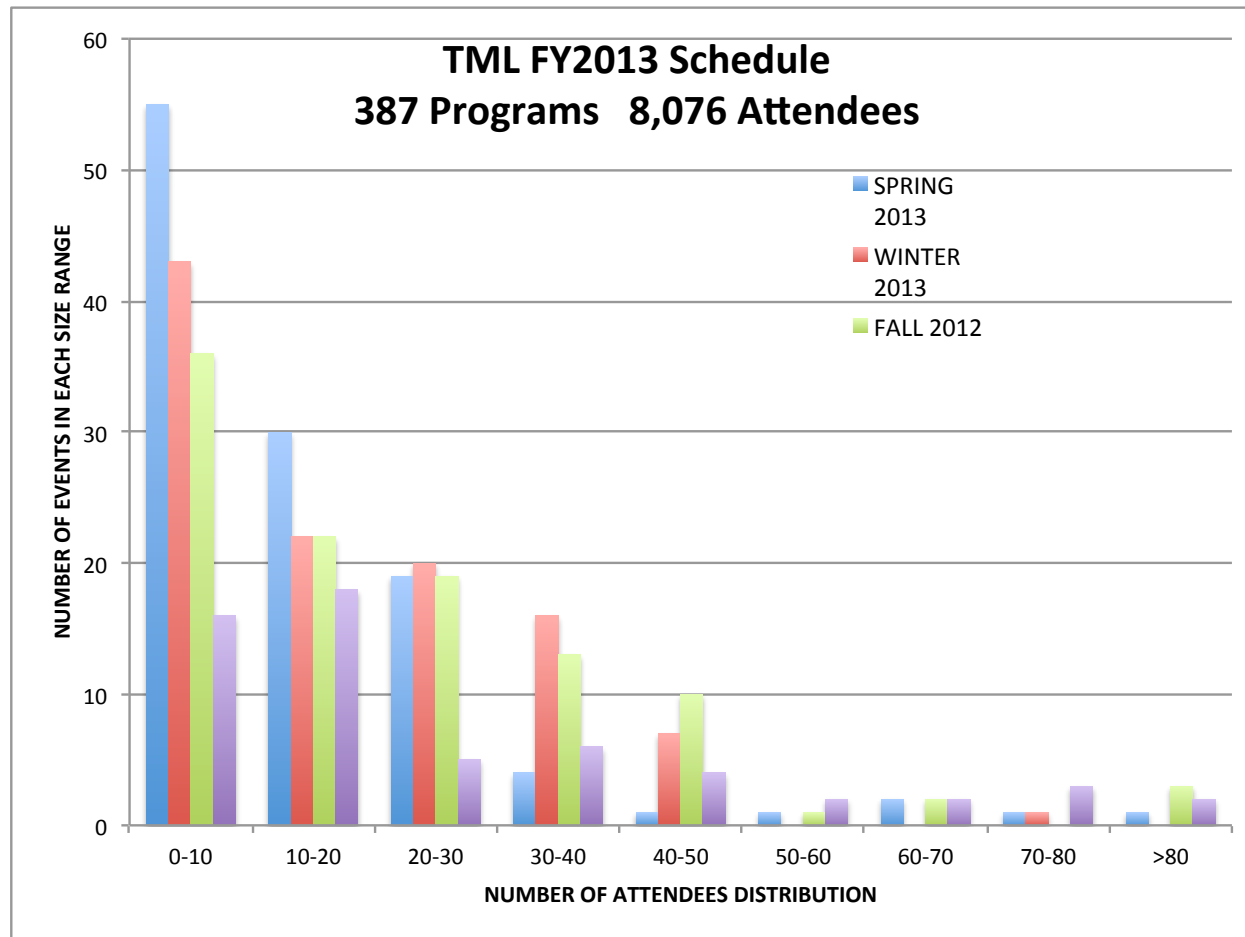
- The Digital Revolution is Upon Us, Why Invest in Brick & Mortar?
- Isn't There Enough Space in Other Town Buildings for TML?
- Why Not Just Address Deficiencies Instead of Major Overhaul?

The Digital Revolution is Upon Us, Why Invest in Brick & Mortar?

- Libraries will continue to be sources of information, whether patrons pick up the physical medium, download it at home, or listen on the go. Library offerings need to evolve with technology and demand.
- Any renovation needs to be flexible in its ability to evolve with future library functions; future library operating budgets must evolve to accommodate to the changing medium.
- Whether information is drawn from paper or electronic media, there is little impact on the kinds of services TML offers Cape Elizabeth. **Programming services are at the core of its mission:**

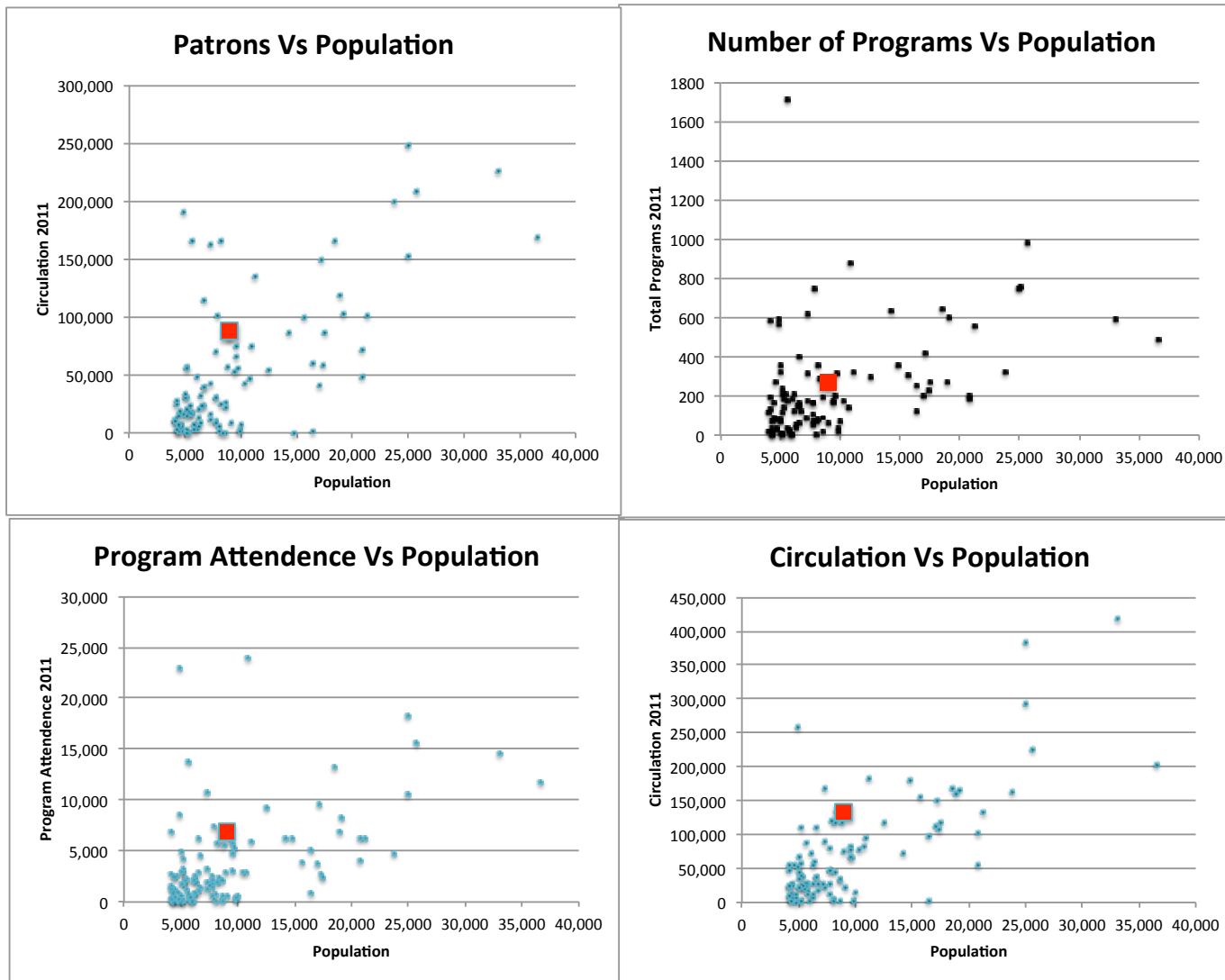
In fiscal 2013 over 8,000 attendees participated in 387 different programs offered in TML – Whether it's a digital file or a paper book, these programs will remain in demand.

The Digital Revolution is Upon Us, But Library Programs are Medium Agnostic



# of Programs by Season					
FY 2013	Spring	Winter	Fall	Summer	
# of Events In Each Size Range	0-10	55	43	36	16
	10-20	30	22	22	18
	20-30	19	20	19	5
	30-40	4	16	13	6
	40-50	1	7	10	4
	50-60	1	0	1	2
	60-70	2	0	2	2
	70-80	1	1	0	3
	>80	1	0	3	2
		114	109	106	58

TML Above the Norm in All Key Activity Metrics (2011)



Note: Includes all Maine libraries in towns greater than 4,000 population, excluding Portland. Red squares represent TML. For 2013, TML programs are up 45% versus 2011, and attendance is up 18%.

Isn't There Enough Space in Other Town Buildings for TML?

A careful survey of all town-owned buildings determined:

- There is available space in several buildings
- To use this space to meet library needs would require the relocation of existing functions and major renovations. *However none is as well suited as the present site of TML.*
- Renovation & new construction of TML is the least costly and best solution for library services in Cape Elizabeth.

Isn't There Enough Space in Other Town Buildings?

Facility	Square Footage	Parking Spaces	Comments	Observations
TML	15,000	38 +	Overflow parking available	Compared with alternatives, renovation plus new construction is more economic.
Police Station	9,440	23	Slab floor - load not a factor; 2 meeting rooms available accomodatng 6-8 people, and 20 people.	Programming study indicates major addition would be required, addditional parking would be required, and existing functions would have to be relocated.
Police Station Excess Space	1,100	NA	Unutilized space (contained in the 9,440 total) would need renovation to allow complete separation from police functions.	Inadequate for library function but may be suitable for other town requirements.
Town Hall	9,118	61	Fully utilized; significant upgrades recommended by CIP plan.	Programming study indicates major addition would be required, major renovation would be required, existing functions would have to be relocated, and not ideal location.
Fire Station	13,464	50	Slab floor - load not a factor; includes 100 person training room with kitchen, which is unavailable Mon-Wed due to training needs.	Training room may be suitable for larger off-site TML programs when not in conflict with existing needs.
Com- munity Services	11,649	NA	120 parking slots mostly used for students; 3 meetings rooms heavily used by a variety of groups, including daycare and after school programs.	Programming study indicates major addition would be required, addditional parking would be required, and existing functions would have to be relocated.

Why Not Just Address Deficiencies Instead of Major Overhaul?

Deficiencies have been well documented over the years relating to accessibility, safety, and building flexibility for future needs. How should these be addressed in planning for library use over the next 25 years?

- Any future oriented plan requires flexibility that is not available in the current building and its configuration
- Addressing existing deficiencies can trigger requirements for remediating accessibility and life safety issues throughout the facility.
- Despite ongoing maintenance, after 27 years without renovations, we conclude that it is more economical and serves the community's future needs better to undertake a renovation with new construction than to address deficiencies on a piecemeal and partial basis.

Can We Afford A Major Renovation?

- Architects have developed a plan that would cost \$3.9 million.
- Assume a \$4 million bond to cover the project cost.
- Tax impact on median household of a 20 year \$4 million bond is about \$1 / week.
- Tax Impact distribution:
 - Half of all households in CE less than \$1/week
 - One third of all households between \$1-2/week
 - 13% of all households greater than \$2/ week

Architectural Program

- Review existing information
- Solicit input regarding needs & goals
- Develop a building program
- Develop Concept Plans
- Prepare a project budget

Recommendations Underlying Assumptions

- No major Demographic Shifts Anticipated
- Evolutionary & Revolutionary Changes in Technology Will Continue
- Certain Library Functions & Services Will Endure For At Least the Next 25 years
- Form Should Follow Function
- Renovated Facility should Relate Well to the Cape Elizabeth Cultural, Environmental, and Historical Context

The LPC Asks that the Town Council Act on the Following Recommendation:

- Accept this proposal for renovation and new construction of TML, according to the programming study developed by Reed & Co.
- Form a Building Committee as quickly as possible to move forward with LPC recommendations
- Plan should not exceed \$4 million
- TML to remain approximately the same size (15,000 to 16,000 square feet)
- TML to remain in its present location
- Council should further explore the needs of, and financial support for, the Historical Society separate from this library project
- Construction to be funded by taxpayers, and furnishings covered by private fundraising
- Building Committee to complete work in time for citizens to vote on plan by November 2014

(complete details of recommendations are in the full report)