

11. CPA PROJECT APPLICATION FORM

[CPC Use Only: Date Received 1/18/2018 By: Robin Eibye
Assigned CPC #2019 - 07]

If possible, use word processor to fill out form. Please answer all questions, use "N/A" if not applicable.

1. a.) Applicant Name and Organization: Last: Abraham First: Vanessa
2. Organization(s) (if appropriate) Groton Public Library
- b.) Regional Project: Yes? or No? If Yes, Town/Organization: No
3. Submission Date: Jan. 17, 2018
4. Applicant Address: St. 99 Main St
City/ State: Groton / MA ZIP: 01450
5. Ph. # 978-448-8000 Email: vabraham@gpl.org
6. CPA Purpose. Check all that apply:
Community Housing ☐ (Affordable Housing: ☐) Historic Preservation: ☒ Open Space: ☐
Recreation ☐
7. Town Committee or boards participating: Library Board of Trustees
8. Project Location/Address: 99 Main Street, Groton, MA
9. Project Name: 2018-07 Library Pocket Doors
10. Additional Responsible Parties (If applicable):

Role (specify)	Name	Address	Ph. (w) (cell)	Email
Property/Site Owner	Board of Trustees, Chair David Zeiler	99 Main Street, Groton	978-448-3753	gpltrustees@gpl.org
Project Manager	Vanessa Abraham	99 Main Street, Groton	978-448-2652	vabraham@gpl.org
Lead Architect	Richard Smith, Adams & Smith, LLC	55 Thomas Rd, Swampscott, MA 01907	781-599-2070	rcsmitharch@verizon.net
Project Contractor	Platt Builders	31 Adams Ave., Groton	978-448-9963	info@plattbuilders.com
Project Consultants	Tom Delaney	Dept. of Public Works, Groton	978-448-1162	tdelaney@townofgroton.org
Other:				
Other				

11. As appropriate, indicate if proposal requires P&S agreement Deed ☐
Option agreement ☐ Other-describe: _____
12. a.) Assessor info. (map/ block/ lot id.(s)): 113 / 18 / 0 b.) Tax classification type: Government
13. Permits required: Zoning: _____ Historic Preservation: _____ Other: _____
14. Historic Commission Approval signoff (when required): _____ Date: _____
15. Funding: a.) Requested from CPC: \$ 9,500 b.) Committed from other sources: \$ 222,863
c.) Annual anticipated total income: \$ 885,682 d.) Annual anticipated total expense: \$ 885,682
d.) Anticipated net income (loss): \$ _____ e.) Estimator name/company: _____
16. CCP Objectives - use codes from **Section 5** to indicate all that apply: 5.1.1
17. Project Timelines: Proposed Start Date: July 1, 2018 Projected Complete Date: Oct. 31, 2018
18. Estimated Delivery Date of Completion Report to CPC: Dec. 31, 2018

19. Project description and explanation (attach additional sheets as needed): _____

As it was originally designed, the main floor of the historic 1893 library building had both Circulation and Reference Desks, Adult Fiction and Non-Fiction Collections, and a Reading Room. The Reading Room was protected from noise in the main area in by a set of solid oak paneled sliding pocket doors that closed off the 8' x 8' opening. In earlier times, silence was strictly adhered to in the library. While all public libraries have loosened the rules on silence in keeping with modern times, as a society we are losing quiet places for people to read, write, study, and/or reflect in a community space.

In response to the ever-evolving needs of our patrons, the Library Trustees and Staff – in collaboration with GPL Architect Richard Smith, our volunteer Art Committee, and several Library Consultants - have been in a multi-year process to evaluate and redesign our space in alignment with how use of the library has changed over time. Last month, we finally realized our top redesign priority when we moved our teen area from the middle/second floor to an all-new space (double the size!) on the top/third floor. This new space houses not only our Young Adult (YA) collection and the YA librarian's desk, but we added an all-new hang-out teen room for after-school activities. GPL already offers one of the best teen programs in the state (ranking first in our pop. group for # of teen attendees and # of programs offered for FOUR years in a row!), and now Groton's youth finally has a separate space to call their own and one equal to our outstanding teen programs, collections, and services!

The top/upper floor was the only area in the library with enough available space for a new teen area; but, as with all things in life, improving one situation often impacts others – and not always in a positive way. So, while we are now serving Groton's youth better, some needs of staff and patrons working on the top floor had to be sacrificed in the process – in particular, with regards to traffic, privacy, and noise. At the Reference Desk, librarians assist patrons of all ages with locating books, materials, resources, and information. Sometimes the inquiry is of a sensitive nature (e.g., medical, legal, etc.) and the ability to have a quiet and private conversation is of paramount importance. [Please see the attached floor layout plan included with this application as a guide.] On the other side of the top floor is our designated quiet area. Having a quiet place to work is a priority for many of our patrons. It has already proven challenging to maintain some measure of quiet in this area in the hours after school with the increase in teens using the public computers, getting tutored, or meeting with classmates to work on group projects. It will be even more challenging going forward to keep it reasonably quiet, with offering more activities on this level and attracting more teens upstairs.

When I addressed the CPC in December about this grant request, the teen space had yet to be moved upstairs, and the increase in noise was largely speculative. But now, having had the new YA area upstairs for only three weeks, I can confirm that there IS already greater traffic and noise on the top floor – even before we have gotten all the furniture and computers into the teen room and started offering organized activities in the space. There is serious concern from patrons and staff about our ability to protect their need for quiet and privacy.

We believe one of our best solutions to help mitigate the increase in noise, traffic, and lack of privacy is to fix the original pocket doors that were designed to effectively block noise from the foyer into the Reading Room. These are solid oak doors, beautifully paneled like all the millwork in the original building, and with gorgeous brass door handles. [Unfortunately, because the hardware is broken, the doors off the tracks, and because of how much they weigh, I am unable to provide you with a picture of them. However, I have included pictures of the original millwork in the area and the tiny parts of the doors that can be seen.] With the recent space renovations, now is the optimal time to get these doors functioning again, so we can use them today for the same purpose as in 1893: as a barrier to noise to protect the quiet reference and reading areas for patrons and staff.

Our multi-phase redesign project to maximize use of the library space has received funding support from the Town Trust Commissioners for the Library Trusts (quality contractors, materials, and labor), the GPL Endowment Trustees (furniture, art, supplies), the Library Board of Trustees with State Aid funds (architect's fees, shelving relocators, etc.), and the Town for capital improvements (carpeting, storm windows, etc.) and for all essential operational expenses that keep the library open, staffed, and maintained. The committed amount from all these sources combined for our Space Redesign Project alone comes to \$ 222,863. Despite such generous support, none of the above boards were interested in funding the new inner vestibule doors (so necessary for noise & temperature containment) until the CPC and Town voters approved our \$ 15,000 grant request last year. We are now in the same situation with restoring the historic pocket doors: they will not get repaired unless the CPC (and the Town voters) approve our grant application for \$ 9,500. But like the inner vestibule doors, we believe these will become a critical piece in optimizing library functionality for ALL our patrons.

The Groton Public Library is busier than it has ever been! With our expanded Sunday hours 1-5 pm (Sept-May), we are now open 6 days a week, 3 evenings until 9 pm, Fridays after 5 pm and all-day Saturdays – for a total of 52 hours a week (except June-August, when it is 48). This is a 21% increase in weekly hours since 2012, and we are serving more residents and in more ways than ever before! In 2017, 103,748 people visited GPL (our highest number ever!) - whether for books/materials, programs, meeting space, staff assistance, computers/equipment, to read/work/study alone or in small groups, or other purpose. Also in 2017, with the generous support of the GPL Endowment Trust, Town Trusts' Lecture Fund, Cultural Council Grants, local community colleges, and volunteers, we offered 720 programs (our greatest # yet!), which drew 10,512 participants! Computer use in 2017 (6,399) was the highest in 6 years; use of wireless internet in the building hit a new record since we started keeping count (3 years) at 11,657; and Reference and Readers' Advisory questions answered (6,515) was the highest in 15 years. In 2012 (before we joined the Merrimack Valley Library Consortium of 35 public libraries at the end of 2013), we borrowed 2,088 materials from other libraries for our patrons. In 2017, we borrowed 20,830 interlibrary loans for our patrons, an 898% increase! And this past year, our meeting rooms were booked at their highest point since we started collecting this statistic decades ago, with 1,799 bookings (which excludes staff use as well as patrons using the rooms on a drop-in basis when free.) The GPL is thriving, and we hope you will support our application request as an important reuse and preservation of Town-owned historic resources.

20. Feasibility: On a walk through the library with Architect Richard Smith and Halsey Platt in late 2014, both experts inspected the pocket doors and said that they need new hardware and to be re-hung and if this was done, they would be as good as new. This work would involve opening holes into the walls on both sides, installing the new hardware, rehanging the doors, and patching and plastering the walls back up. The hardware needed to fix the doors has not changed since 1893, and can still be purchased. At the time, Platt Builders gave a quote of \$ \$ 8,353 (which they re-affirmed as valid two months ago) and our painter, Peg Lorenz, would finish the space at an estimate of \$ 250. Together, the total comes to \$ 8,603, but it to always leave a small cushion above the estimate to cover any material increases or any unforeseen complications during the project. We are therefore asking for you to support this grant application for \$ 9,500, which includes a 10% contingency amount.

21. List of attachments:

1. Letter of Support from Interior Designer and Historic Districts Commission member, Maureen Giattino; 2. Original quote from Platt Builders, with a recent email confirming the estimate as still good; 3. Pictures of the historic foyer and area, as well as the very little of what can be seen of the pocket doors; 4. Picture of the layout of the top floor and the areas discussed and their relationship to each other; Letter of Support from the Groton History Center (forthcoming, after approval at their Feb. 5 meeting)

22. Additional Information: _____

23. Management Plan: Library Director Vanessa Abraham and key staff will manage the project, with the support and assistance of the Library Board of Trustees – particularly the Building & Equipment Committee Trustees, David Zeiler and Jane Allen.

24. Applicant Signature: _____

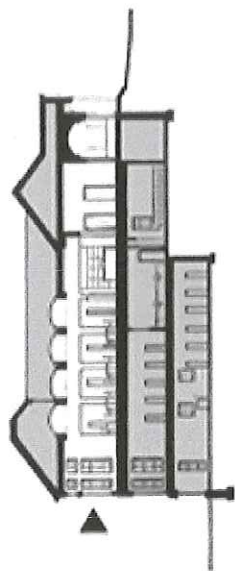
Vanessa Abraham Date: 1/17/18

25. Co Applicant Signature: _____

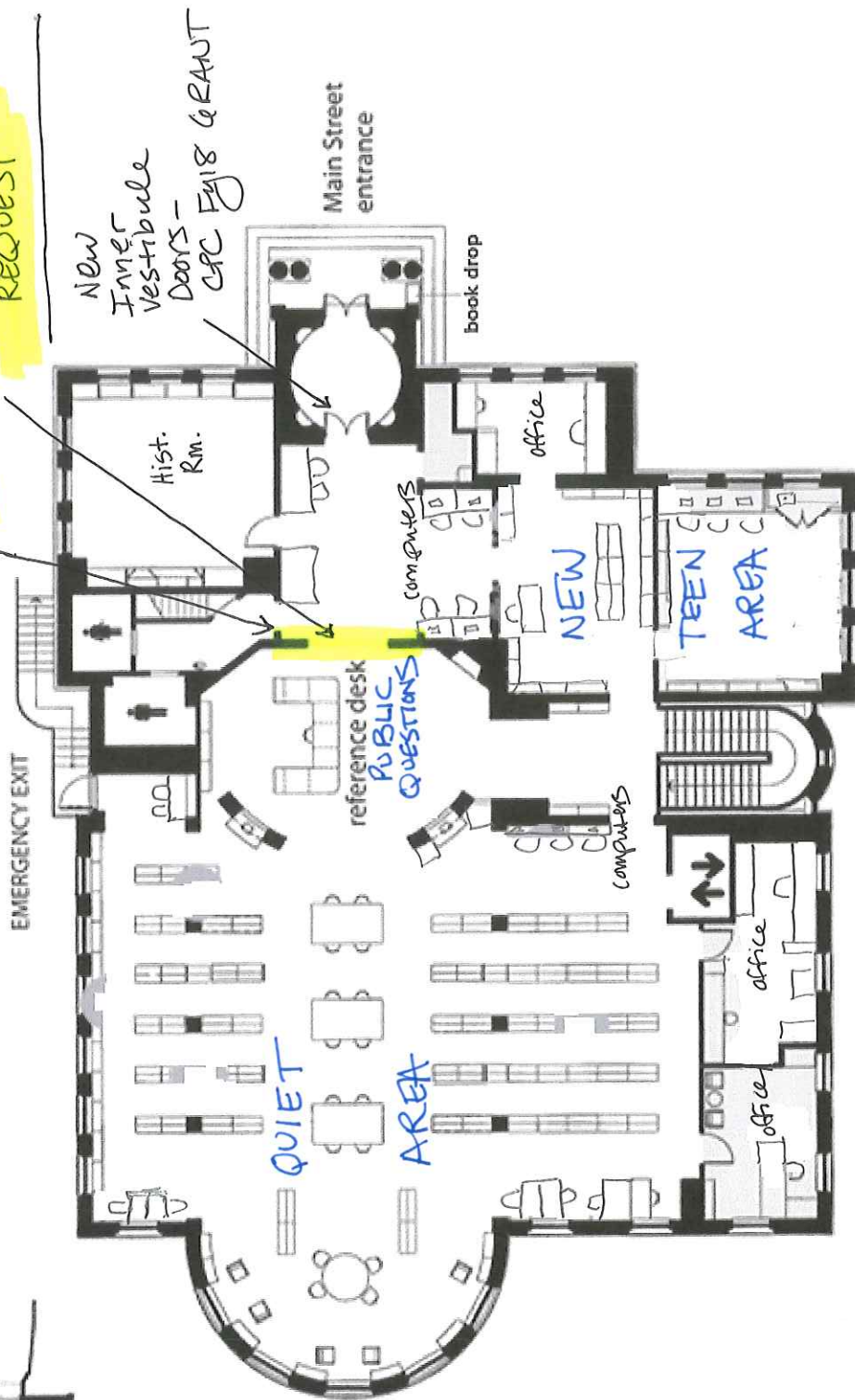
[Signature] Date: 1/17/18

Co Applicant Signature: _____ Date: _____

upper level:



HISTORIC, ORIGINAL
SOLID OAK PANELED
SLIDING POCKET
DOORS - CPC FY19 GRANT
REQUEST



November 6, 2014

Groton Public Library
99 Main Street
Groton, MA 01450



(9) Internal fixed arched storm windows - 5 week lead time

Screw shut the bottom sashes & remove the shade hardware	\$447
Templating for the internal storm panels (9 pieces)	\$995
Build & Install a curved paint grade stop for window to sit against	\$3,030
Painting will be done by the Library's regular painter - Peg Lorenz	\$0
Fabricate & install (9) interior storm panels	\$4,633
<i>3/4" aluminum frame, cream, tempered glass, handle on bottom</i>	
Total	\$9,105

Staff Room & Technical Services Room

Replace (1) broken glass panel	\$240
Supply & install (3) rectangular interior storm panels	\$1,400
Supply & install (6) rectangular interior storm panels	\$2,660
<i>3/4" aluminum frame, cream, tempered, handle on bottom</i>	
Total	\$4,300

Glass Doors at Entry - 9 week lead time

Custom build (2) 8'h x 2'4" 12-lite glass doors	\$10,610
Quarter sawn oak with 4-1/2" stile & 1-1/4" muntin bars	
Install the doors	\$2,176
Door hardware - natural brass (allowance) & hardware install	\$3,150
Finishing of the door by Peg Lorenz	\$0
Total	\$15,936

Pocket door

Remove existing pocket door & hardware, demo wall as needed	\$1,127
Installation of Hafele pocket door hardware	\$6,297
Plaster patching of two walls	\$930
Refinish of doors by Peg Lorenz (if needed)	\$0
Painting of the walls where patched by Peg Lorenz	\$0
Total \$	8,353

LH

Lawrence Howell <LHowell@plattbuilders.com>

Tue 10/24/2017, 1:00 PM

From: Lawrence Howell <LHowell@plattbuilders.com>

Sent: Tuesday, October 24, 2017 1:00 PM

To: Vanessa Abraham

Cc: Steve Adam

Subject: RE: Quote to fix original sliding oak doors in library

Hi Vanessa,

I checked back on the original quote for the sliding oak pocket door repair from 2014 and it looks Halsey had it at \$8,353. Assuming no significant changes since then that quote is still good.

Thanks,

Lawrence Howell

Project Manager

Platt Builders

978 735-9390

Mon 10/23/2017, 6:13 PM

Lawrence Howell <LHowell@plattbuilders.com>

Sent Items

Hi, Lawrence! We would like to apply for CPA funds to replace the broken hardware on the original sliding/pocket oak doors in the library. Halsey gave us a quote for the work a couple years ago, he said it would cost \$8,000 or so to open up the walls, install all new hardware, rehang the doors, and patch up the walls.

Would you mind giving me a current estimate for this job? The project summary requests to the Community Preservation Committee for 2017-18 are due soon.

Thank you!

Vanessa Abraham, Library Director

Groton Public Library

99 Main Street

Groton, MA 01450

978-448-2652

NOTICE: Inclement weather in North Carolina is delaying some shipments today.



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[Slido Pocket Doors](#)

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[Home](#)

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We Know More About Sliding Door
Hardware Than Anyone in the World

We are obsessed with the little things that your client will see and feel every day. In sliding door hardware, we are zealously focused on how smooth is the glide, how soft is the soft close and how seamless is the fit. From the strike to the lock we fixate on quality, material, function and design.

Your Search for Architectural Sliding Door Hardware end Here.

Know What You Want?



Community Preservation Committee
Groton, MA

January 8, 2018

Dear Committee Members,

Over the past few years the Groton Library has been working to repair and restore aspects of the library that have been long deferred; especially in relation to energy use and comfort. This year we are continuing to focus on the street level entrance and its interface with the library proper.

There is a pair of original sliding oak pocket doors between the inner vestibule and the library. It has been a long time since these doors have functioned. We would like to rehang the doors on new hardware, so they can be closed to limit the draft coming into the library. These beautiful doors are original to the building. Restoring their function would further preserve the historic nature of this building, while adding to the comfort of staff and patrons.

We hope you will continue to support our efforts to preserve and maintain this important building.

Sincerely,

Maureen Giattino

Pictures to Accompany GPL's CPC Application FY19 Library Pocket Doors

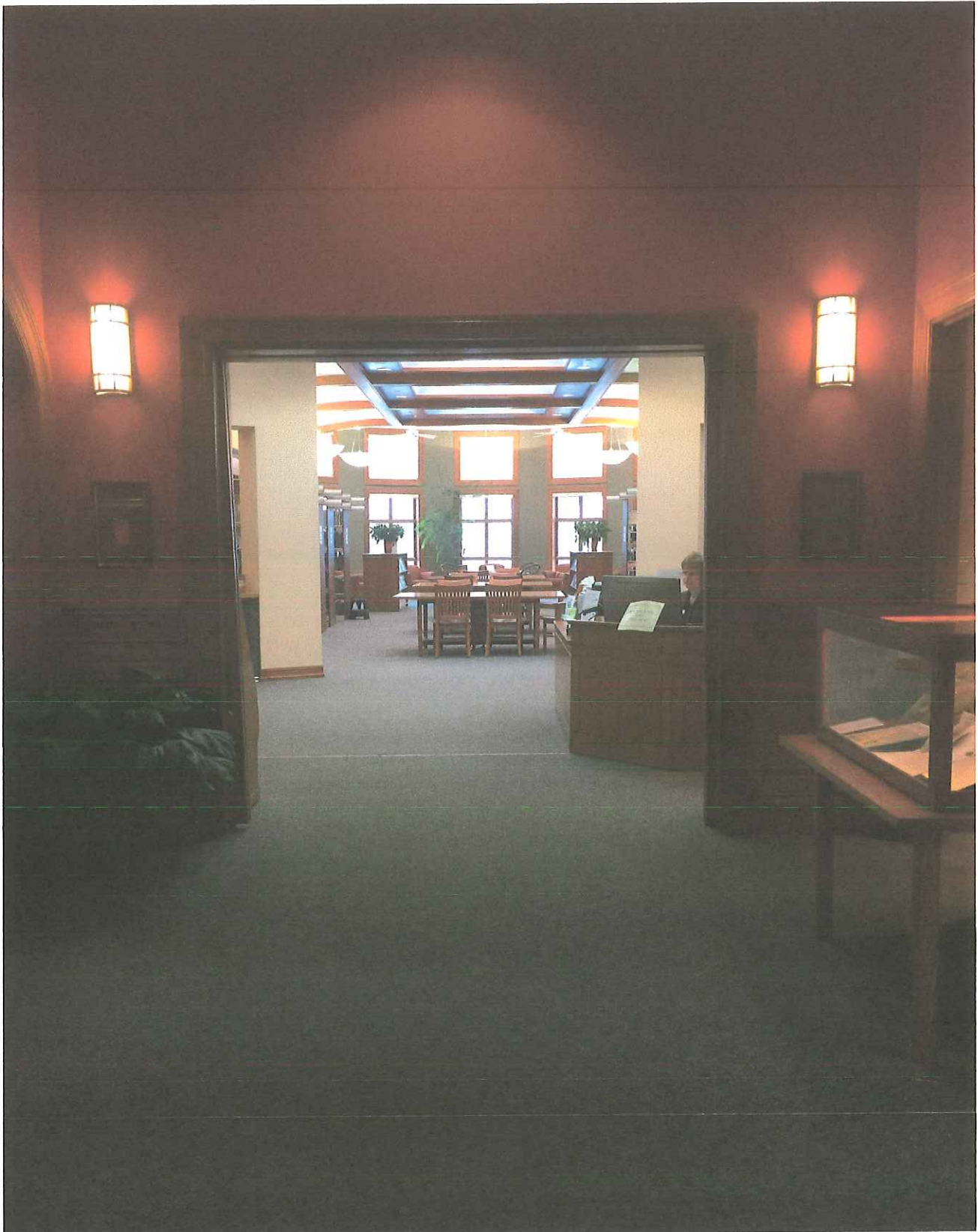


Let's take a walk through the historic library building. Here we are, entering from Main Street.

Please note the gorgeous new inner vestibule doors! (CPC Grant 2018-04!) The doors are done (completed 1/16/18), but we are waiting for hardware to come in and be installed.

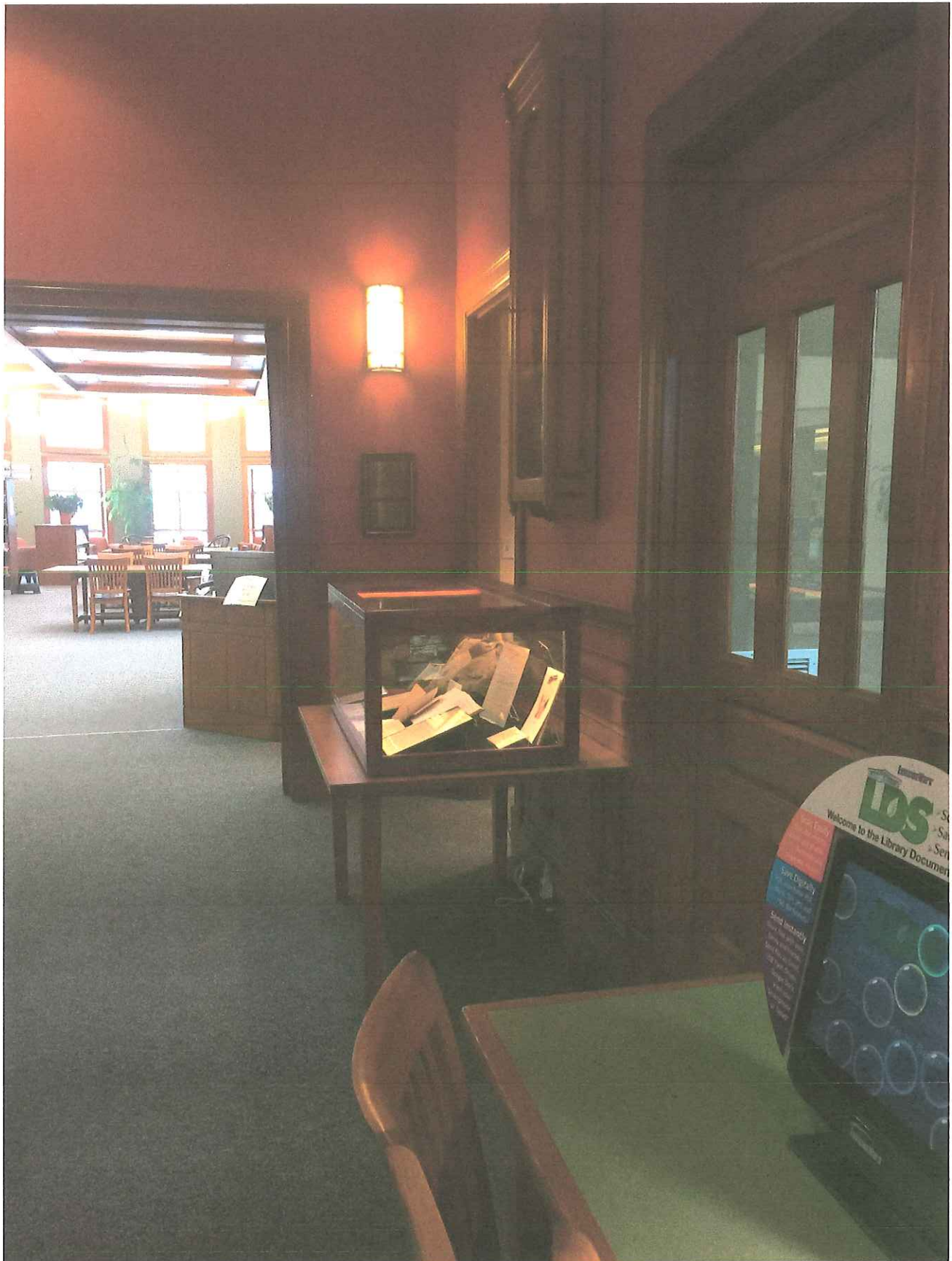
Pictures to Accompany GPL's CPC Application FY19 Library Pocket Doors

Just through the vestibule, we enter the historic foyer. Straight ahead is a large, 8' x 8' opening. This is where our pocket doors are hiding.



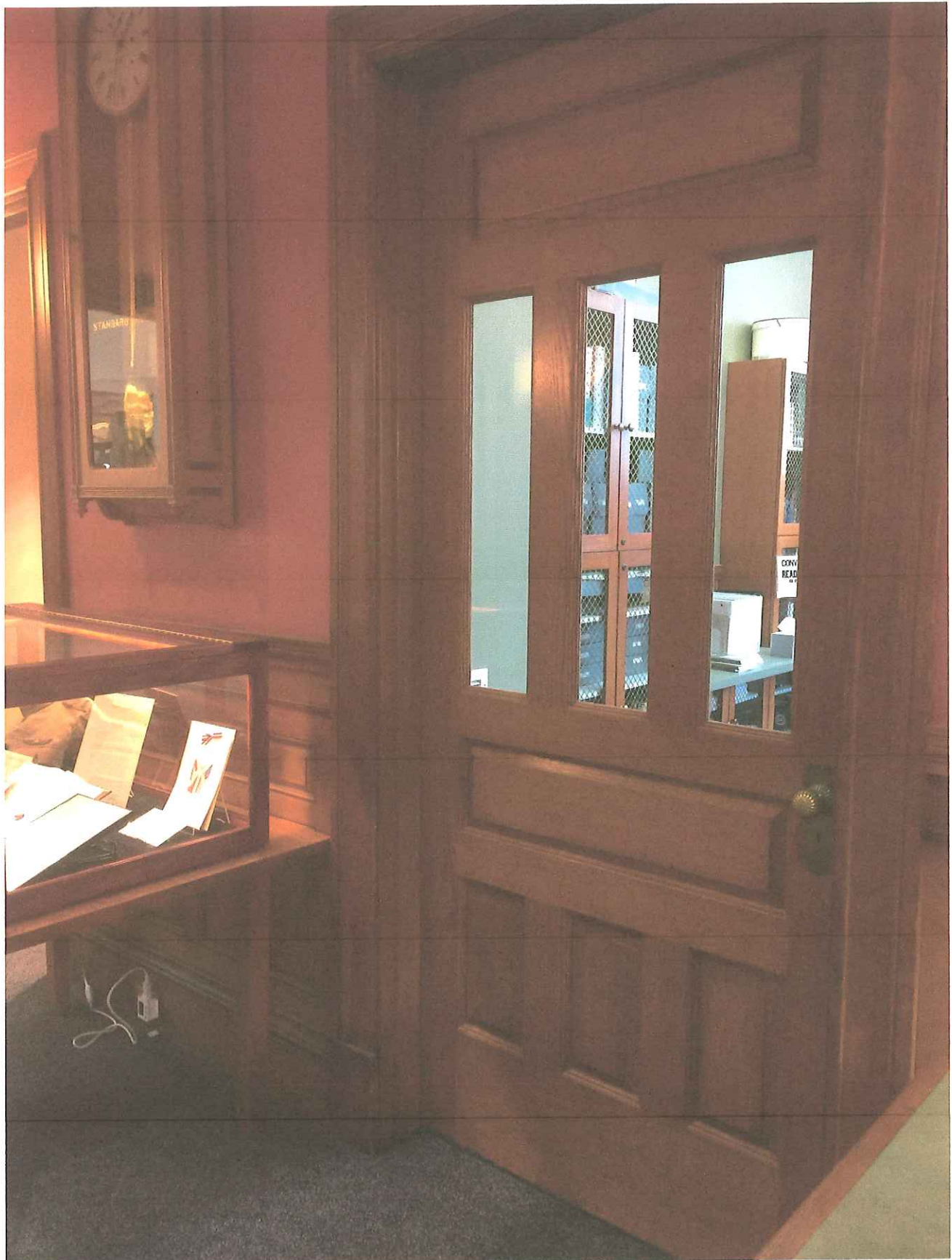
Pictures to Accompany GPL's CPC Application FY19 Library Pocket Doors

Looking to the right side of the historic foyer, you see our scan/fax station, historic room door, Groton History Center display case, our 1897 clock, and rest room hall.



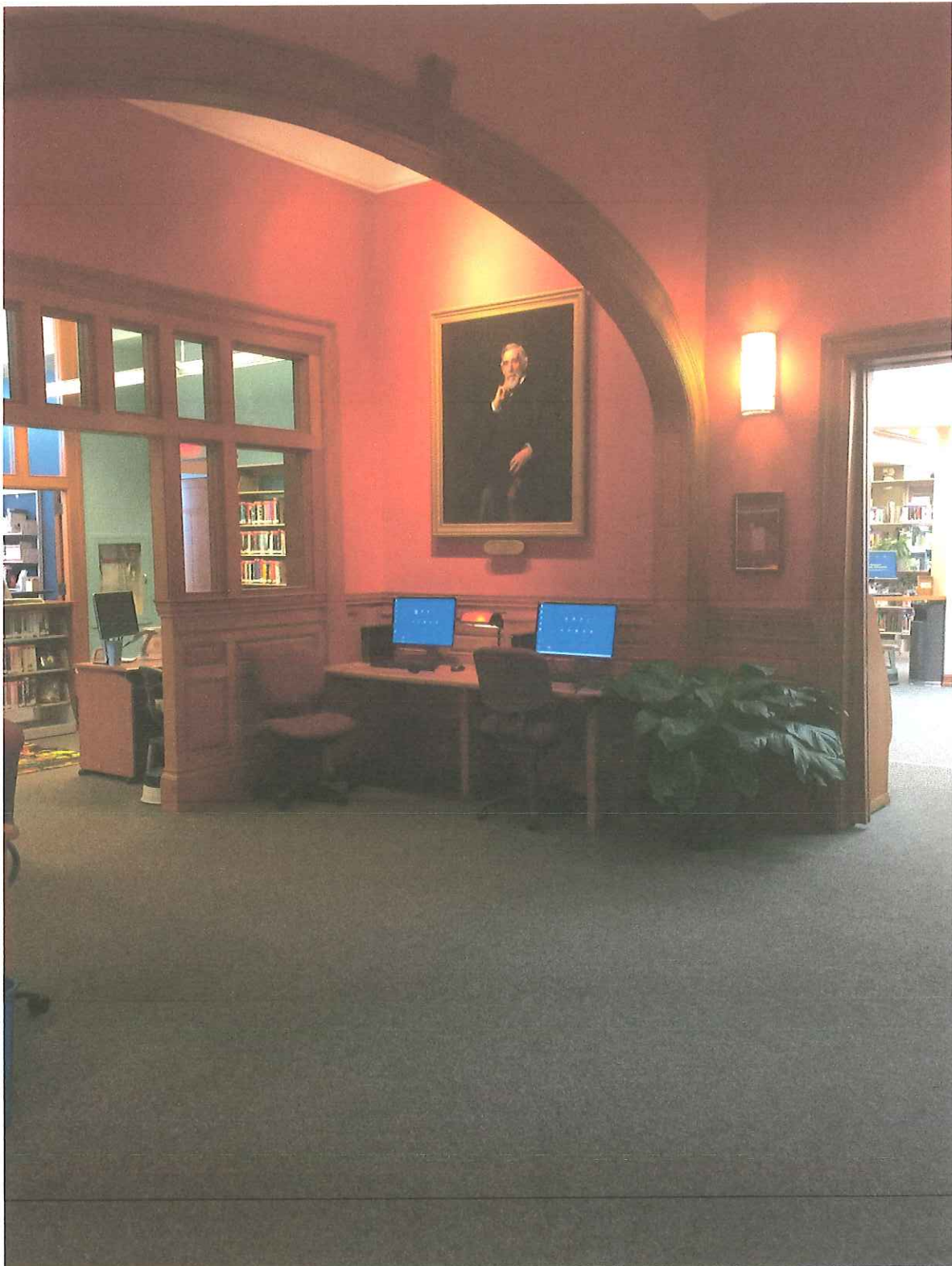
Pictures to Accompany GPL's CPC Application FY19 Library Pocket Doors

Beautiful millwork on our Historic Room door; the pocket doors have similar paneling (although no glass windows.)



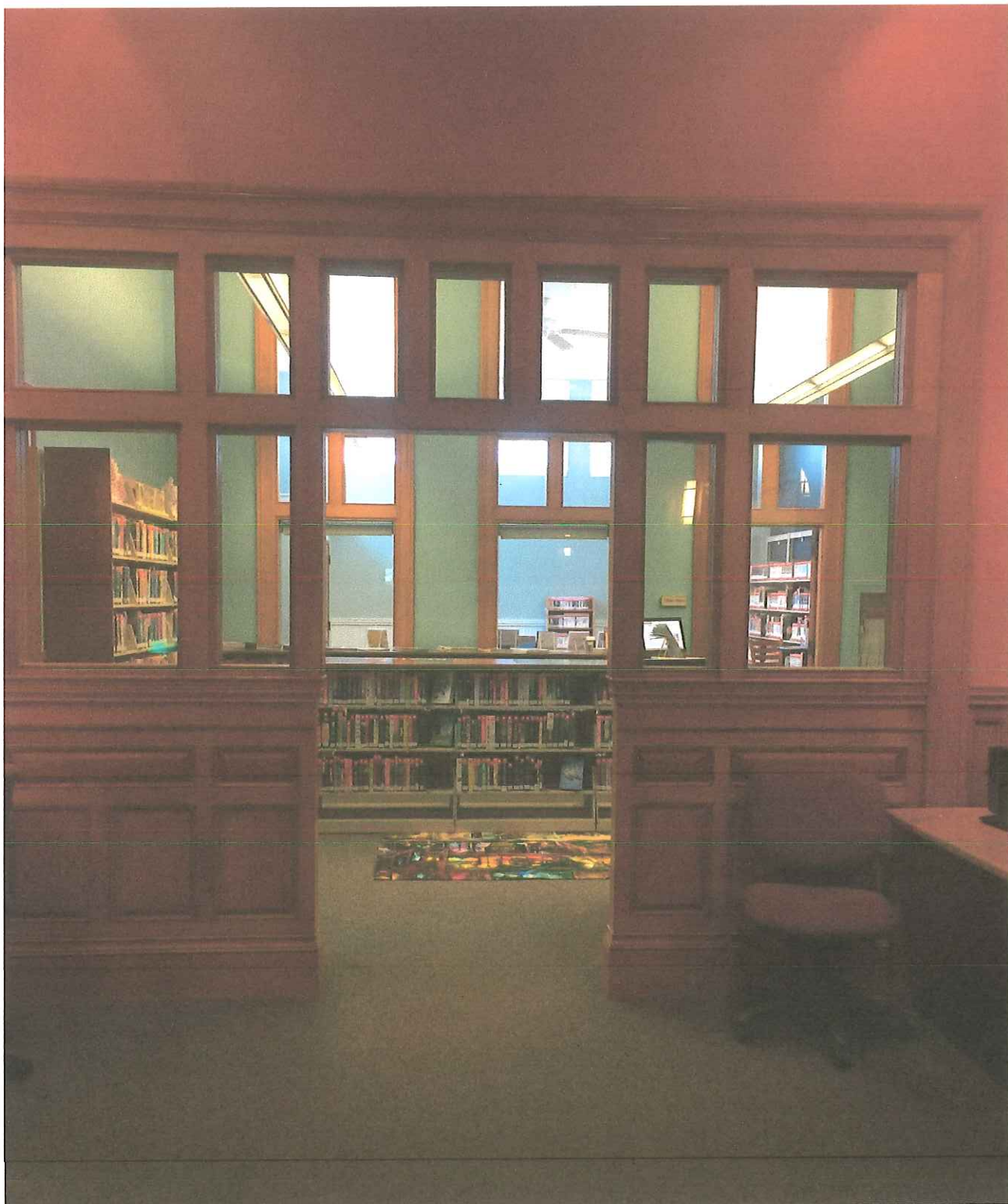
Pictures to Accompany GPL's CPC Application FY19 Library Pocket Doors

Looking left, you see our beautiful millwork and the stunning portrait of Governor Boutwell by Frederic Porter Vinton, our new computer area, and the entrance to the new teen area on the left.



Pictures to Accompany GPL's CPC Application FY19 Library Pocket Doors

Here we are looking into the new teen area from the foyer. The outer area houses most of the YA collection and the YA Librarian's Desk (the re-purposed original librarian's desk), and into the new teen activity room beyond.



Pictures to Accompany GPL's CPC Application FY19 Library Pocket Doors

You've now crossed through the pocket doors opening into the Reference Area (the former Reading Room) and have turned around to look back towards the foyer and Main St. entrance. The Reference Desk staff work just inside the pocket doors from the foyer.



Pictures to Accompany GPL's CPC Application FY19 Library Pocket Doors

If you look closely, you can see the pocket doors just peeking out, especially on the right side.



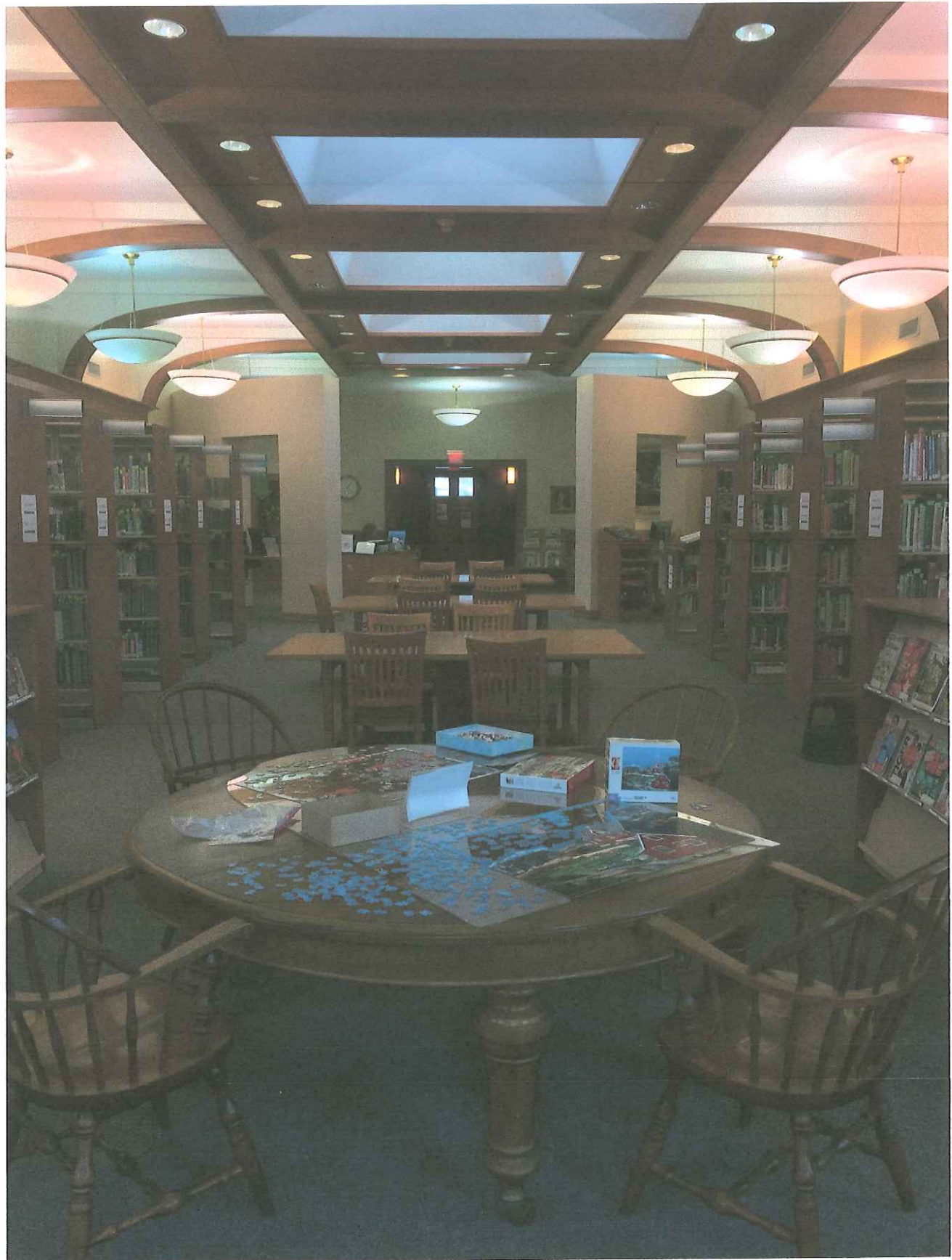
Pictures to Accompany GPL's CPC Application FY19 Library Pocket Doors

This is the most of the pocket door I am able to photograph for you.



Pictures to Accompany GPL's CPC Application FY19 Library Pocket Doors

We've walked all the way to the back of the space and have turned around. We are in the Quiet Area looking towards the Reading tables, Reference Area, foyer, vestibule, and entrance. The space is wide open, making it hard to contain noise.



Pictures to Accompany GPL's CPC Application FY19 Library Pocket Doors



Here is a close-up of the pocket doors original hardware— note the shape exactly matches the other decorative hardware on the Historical Room door (which also matches the Main entrance door and librarian's office door hardware.)

Thanks for visiting our beautiful library and considering our grant application!



TOWN OF GROTON
173 Main Street
Groton, MA 01450
978.448.1140

Community Preservation Committee
Robert DeGroot, Chair
Timothy Siok – Parks Comm.
Carolyn Perkins - Planning Board
Bruce Easom - Conservation Comm.
Daniel Emerson - Housing Auth.
Michael Roberts - at large
Richard Hewitt - at large

March 2, 2018

Vanessa Abraham
99 Main Street
Groton, MA 01450

Subject: 2019-07 LIBRARY POCKET DOORS

Dear Ms. Abraham:

At the Community Preservation Committee Public Hearing held on Monday, February 12, 2018, the Committee offered the following feedback regarding the above mentioned proposed CPA project:

- Include a step-by-step project plan that details who is responsible and for what in more detail.
- Additional letters of support, if any.
- The CPC prefers that applications be submitted in PDF format, however, it is not required.

Please remember that the deadline to submit final proposals is 4:00 p.m. on Thursday, March 15, 2018.

Warm Regards,

Robin G. Eibye
Executive Assistant
Groton Community Preservation Committee

cc: File

Robin Eibye

From: Vanessa Abraham <vabraham@gpl.org>
Sent: Thursday, February 22, 2018 10:38 AM
To: Robin Eibye
Subject: Supplemental Docs for Library CPC FY19 Application 2018-07
Attachments: Bobbie Spiegelman GHC letter for pocket doors 2.5.18.pdf; Library Project Management Experience Summary 2.22.18.pdf

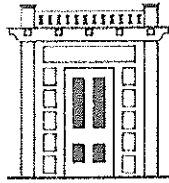
Hi, Robin! I have the attached two documents to add to the Library's FY19 CPC Application 2018-07 for Repair of our historic sliding pocket doors:

1. Letter of support from the Groton History Center, signed by its President, Bobbie Spiegelman
2. A list of 3 capital improvement projects I have managed in my time here at GPL (to speak to my project management experience, as was recommended at the Feb. 12 hearing)

Would you like me to send these over as hard copies as well?

THANK YOU!!!! 😊

Vanessa Abraham
Library Director
Groton Public Library
99 Main Street
Groton, MA 01450
978-448-2652
vabraham@gpl.org



GROTON HISTORY CENTER

Preserving our story

February 12, 2018

Ms. Vanessa Abraham
Director
Groton Public Library
Groton, MA

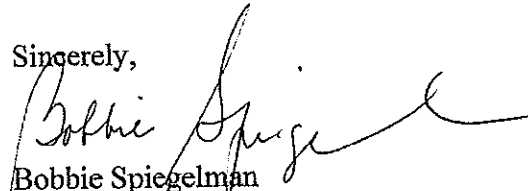
Dear Vanessa,

The Board of the Groton History Center voted to approve a letter of support at our recent February 5th meeting for your CPA proposal for fixing the hardware for the historic solid oak sliding pocket doors that separate the historic area from the main reading room.

The Groton History Center and GPL have established a partnership over the last several years that allow for collaborations on programing and exhibit space benefitting both organizations. It behooves our community to assure that this historic building incorporates the historic components that not only enhance the aesthetics of the space and structure but that also enhance the purposes of the preserved elements in the areas affected. The ability to close off the spaces for noise control with these elegant doors benefits all patrons while at the same time preserving the historic quality of the space in the most appropriate way.

Our organization is wholeheartedly in favor of repairing the hardware on these doors and so endorses the request for CPA funding for this project.

Sincerely,


Bobbie Spiegelman
President
Groton History Center

Groton Public Library Project Management Experience Summary for the CPC
February 22, 2018

The Library Board of Trustees is a group of six knowledgeable, seasoned, and involved members, who together combine 60 years of experience with the library, its facility, and all manner of projects dating back to 2000. Library Director Vanessa Abraham has been here for 5 years and in that time has managed the following large-scale capital projects:

1. **HVAC:** The removal and installation of seven new HVAC Rooftop Units following all bid guidelines and procedures with Tom Delaney and Mark Haddad.
2. **Retaining Wall:** The removal of an old and cracked retaining wall at the east front and south side of the library and installation of the a new, even larger retaining wall (over 10 feet) with all new landscaping, safety fencing (as per the Building Inspector), and after consulting a Structural Engineer and other experts. Hired a landscape architect, received quotes on the work, and had the front landscape redesigned.
3. **Teen Space:** Worked with the Board, Art Committee, Other Professionals, and Key Staff to redesign the library interior to reduce staff space and create an all-new teen area:
 - a. Hired Richard Smith, architect of the original renovation and addition
 - b. Consulted many space experts in the library field and without
 - c. Was granted funding from the Commissioners of the Town Trusts, as well as from the GPL Endowment Trust, and State grants
 - d. Collected three bids, hired a contractor, who pulled out at the last minute after months of delay, then hired a different contractor
 - e. Acted as General Manager to oversee and orchestrate:
 - i. Platt Builders for the custom woodwork and construction
 - ii. LaValley Electric for electric work
 - iii. Moore Business Solutions for ethernet cable runs and ports
 - iv. Niklaus Painting to repaint our historic spaces affected by the interior work, along with Peg Paints
 - v. Nashoba Security on installing a remote release on a staff door and new door hardware and locks
 - vi. Murphy Plumbing for the installation of a new sink
 - vii. Donnegan Systems for all metal shelving removal and installation
 - viii. Setting up staff in their new workspaces
 - ix. Moving the teen collection and services to a different space and floor
 - x. The selection and ordering of new furniture for the teen space
 - xi. Managing all the budgets, funding sources, and keeping all the stakeholders informed and updated