

Building Program

For

Tufts Main Library



Weymouth, Massachusetts

6 June 2016

Heritage Planning & Design

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Acknowledgements

As the initial step toward a new vision and a new design for the Tufts Main Library, this Building Program was initiated, enabled and supported by Mayor Robert Hedlund. It reflects the aspirations of the Weymouth community, and the guidance of the professional library staff, and the staff of the Massachusetts Board of Library Commissioners.

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Executive Summary

In the last few years, the Weymouth Public Libraries has experienced a reinvigoration of services and programs, with the encouragement and support of the staff's customer service mindset, and their proactive outreach to get to know and serve the community better. For a number of years, Library services had not kept pace with new developments in the industry, and neither had the Tufts Main Library facility. This reinvigoration has elevated the appreciation of the Library, while raising the expectations of users as they return. It also brings to light the inability of the current facility to support contemporary services and collections. While the building has been maintained, it has not been improved over time, and is holding back the Library in its effort to improve and modernize services.

The Town of Weymouth is proud of its Public Libraries. When built in 1965, the main building was an example of a modern community library. Now over fifty years old, it is out of sync with today's public library service standards, and falls short of any reasonable standards of accessibility, and with building systems that are beyond their expected service life.

Mayor Robert Hedlund and his planning staff recognize the need for a comprehensive reinvestment in the Main Library, and such an initiative will require financial support from the Massachusetts Board of Library Commissioners (MBLC). He has initiated this Building Program as the first step toward a new design for the Main Library, which will be the basis for a Public Library Construction Grant application. The Town has supported the Library in the past through several significant capital improvements to branch libraries. This will be the first for the Main Library, and it will be Weymouth's first request for MBLC grant assistance.

This Building Program is the basis for a new vision for the Main Library – whether it takes the form of a new building or a comprehensive renovation and expansion, and without prejudice to a specific site. The Program supports the professional staff's active outreach, expanded services and collections development for a population that will evolve over the next twenty years. In particular, it provides for both preservation and access to a Local History collection of national significance, hopefully in time for Weymouth's celebration of its 400th anniversary in 2022. The Program further enables the Library to more fully develop its maker services, focused on library users as content creators, not just content consumers. Realization of this program in a new Main Library will be of significant benefit to every Weymouth citizen of every age, from toddlers to seniors.

History & Background to this Effort

Town of Weymouth History

The Town of Weymouth is a mature suburban community located in the South Shore region of the Greater Boston Metropolitan Area. The Town covers a total area of 21.6 sq. mi. and a land area of 16.8 sq. mi. with 12.5 miles of coastline along the Hingham Bay. Weymouth is located about 12 miles SE of Boston, 49 miles NW of Cape Code, and 37 miles NE of Providence, RI. The Town is nicely situated near the crossroads of US Route 3 and interstate highways I-93 and I-95, providing easy access to both Cape Code and Greater Boston.

Weymouth is the second-oldest township in the Commonwealth, dating from 1622 when it was founded as “Wessagusset.” Renamed Weymouth when it incorporated in 1635, the year it expanded by the arrival of 100 settlers from its namesake in England. The early settlement was incorporated into the Massachusetts Bay Colony, and slowly grew as a fishing and agricultural community. By the time of the American Revolution, the colonial settlement had a population of 1,470 people. The Town was graced by the simple houses and churches that were wooden replicas of the brick and stone architecture of European origin, some of which have survived as reminders of this past. Although it maintained an important connection to the sea, the Town was connected to nearby communities by a simple network of paths and roads that found the most convenient routes through the varied upland terrain. The skeletal remains of this early roadway network can be traced in some of the Town’s streets and ways today. As an example, Commercial Street has been identified as an original Native American trail in the Town’s latest cultural resource survey. This meandering pattern of main roads is directly linked to the charm of the Town.

The American Revolution was followed by the Industrial Revolution, and Weymouth was an active participant. The impact on the Town was clear when enough natural bog iron was discovered to support a local factory in 1837, the Weymouth Iron Works. The remnants of this era can be seen in the industrial buildings scattered through Town, many of which have been converted to other businesses and residential uses. The maritime and agricultural society had become a culture of merchants, manufacturing and trade. New labor was required to support the growth of manufacturing, and new businesses blossomed to supply the goods and services that the growing population required. A new type of commercial building tradition emerged, with simple, box-like buildings

providing a pleasant façade to the street but containing the serious business of storage and trade in simple interiors. Again, the remnants of this era can be seen in several locations, particular in the village centers. Together with expansion of the local financial institutions and railroads in the mid-1800s, the Town enjoyed a period of economic stability and the Town population blossomed to 6,173 in 1870.

As wealth expanded, so did the trend towards stylish homes. New ideas about building design were imported from Europe, and distinctive new houses were added to the collection of buildings that remain in the collection of historic Weymouth homes.

Later, after competition from Pennsylvania closed the ironworks, the shoe industry came to the economic forefront, employing three-quarters of the local residents and, with some other manufacturing ventures, supporting those residents up until World War II. Immigration helped supply the work force for these businesses, and arriving cultures helped populate Weymouth, like the rest of the Boston region. While the Town was linked by streetcars and railroads to the region, most of the local retail and service businesses were in close proximity to one another, and in walking distance of many homes. It was an era in which small local businesses and stores thrived.

After World War II, several significant changes in local demographics and regional economies profoundly affected the Town. Rising incomes led to the explosion in automobile ownership, and the Federal and State governments responded with aggressive highway improvement programs. With the large population growth and movement to the suburbs from out of the urban centers, the Town quickly expanded its population.

Weymouth proved to be ideally located as a bedroom community within the greater Boston region. The Town added some 21,000 new residents in the fifteen years between 1945 and 1960. Bisecting the Town in 1956, Route 3's opening, combined with the elimination of commuter rail service, was a major impact on Weymouth and the South Shore. With the advent of the expressway and other new road construction, the majority of residents commuted to other locations for their jobs. The shoe factories closed and the local economy became largely based on smaller service retail businesses and some wholesale operations to support the new neighborhoods. Weymouth was increasingly serving as a suburb in the Boston region, where better paying jobs in the city and a good road system to get there allowed a segment of the population to achieve their desire to live in relative comfort.

Some trends and future developments that are anticipated in Weymouth include:

- Southfield, a 1,400-acre mixed use development that will result in additional residents over the next ten years
- Growing list of town buildings that will need major renovation or replacement, including the Chapman Middle School, the North Weymouth fire station and the John F. McCulloch Building, which houses the Whipple Senior Center
- Utilization of the Emery Estate, a 24-acre property acquired with Community Preservation Act funding for the protection of open space
- Revitalization of the Weymouth villages beginning with Columbian Square and Weymouth Landing, the home to Tufts Library
- Relocation of Brewster Ambulance Service headquarters to Weymouth

Today, the Town of Weymouth is active in planning and managing its resources. It has been effective in the strategic utilization of available funding from a variety of sources such as the Community Preservation Act, Community Development Block Grants, Massachusetts School Building Authority and Host Community Agreement funds from the development of the former South Weymouth Naval Air Station, now known as Southfield. Some examples that illustrate the Town's commitment to investing in infrastructure maintenance and development include:

- Active Planning Board and Master Plan (2001)
- Recent new construction of Police and Fire facilities
- Recent large expansion of Weymouth High School (2004)
- Major Restoration of the historic Fogg Branch Library (2014)
- Major renovation of Legion Memorial Field (2014)

The Public Library is recognized by the Town as an important institution and a critical part of the social and cultural infrastructure.

Weymouth Public Libraries History

The Tufts Library was founded in 1879, when the Town of Weymouth received bequests of money and land from Quincy Tufts and his sister Susannah, grandchildren of Weymouth physician Dr. Cotton Tufts, for the establishment of a public library. Part of the bequest included two wooden buildings at the corner of Washington and Commercial Streets in Weymouth Landing. The lower floor of these buildings was established as the library.

On March 12, 1879 the Board of Library Trustees met for the first time and elected Zacheriah L. Bicknell as president and John J. Loud as clerk and treasurer.

A librarian was hired and books were ordered and prepared for circulation. On January 1, 1880, with Miss Caroline A. Blanchard as the first librarian, the Tufts Library opened its doors to the public. The library had over 2,300 volumes and within a year it had almost as many borrowers as books. Delivery stations, usually in a store, were established in all sections of the town, offering equal privileges to all residents.

By 1890, the library had outgrown its storefront building. In 1891 at a special town meeting, the town voted to raise \$22,000.00 to build a new public library on the land donated by the Tufts family.

During the construction, the library collection was moved to Commercial Street where the Gem Theater later stood. The new building opened on October 6, 1892. It was a three story brick building trimmed with red sandstone that faced Commercial Street. Two stories could be entered from Washington Street. To get to the library, patrons had to pass inside the arched doorway on Washington Street and go up a flight of stairs. Patrons were not allowed to browse the shelves for books. In front of the delivery desk were chairs for people to sit in while the librarian searched for the requested materials. The Reading Room housed the weekly newspapers and children's magazines. Children were not allowed in the room without permission from the librarian. This library served the people of Weymouth until 1965, when the current Tufts Main Library was built on town property at the edge of Weston Park in Weymouth Landing.

In addition to the main library, there are several branches. The first one opened on June 16, 1922 in North Weymouth at the corner of Sea and Pearl Streets, with Mrs. Mary M. Dingwall in charge. This delivery station that was located in H.O. Collyer's Store on Sea Street was later closed. In 1954 a new library branch was built on the corner of North and Shaw Streets. It opened on November 15th. Carl Koch & Associates of Cambridge designed the building and won a Citation Award from *Progressive Architecture* magazine for excellence in the class of public buildings.

On July 28, 1924 a branch library in East Weymouth opened. A room in the new Garey block, opposite the town offices, was rented and equipped for library work. Thanks to the generosity of Franklin N. Pratt, a Trustee of the Tufts Library for many years and a beloved citizen, a new library building in East Weymouth was erected at 1400 Pleasant Street in 1978. It was named the Franklin Pratt Library.

In November 1975, the Fogg Library, previously a private library, became part of the Weymouth Public Libraries System. In Columbian Square, South Weymouth, John S. Fogg, a boot and shoe manufacturer and banker, had left money for the erection of a building to be used as a library. The Fogg library was originally built in 1897 and dedicated in 1898.

Until 1975, the Fogg Library was maintained as a small private library that served mainly the residents of South Weymouth.

The current Weymouth Town Charter and accompanying Town Ordinances took effect in January, 2000 with the inauguration of Weymouth's first Mayor and Town Council. Section 3-214 of the Town Ordinances established the Board of Library Trustees consisting of seven (7) members to represent the interests, issues, and concerns of the library to the mayor and other agencies of the town government and to the public.

For a number of years, Weymouth Public Libraries had not kept up with contemporary professional library standards of customer service and community engagement. The services, like the facility, were undeveloped over time. Recently in the last few years, however, there has been a reinvigoration that has supported the staff's customer service mindset, and encouraged active outreach to get to know and serve the community better. This has elevated the appreciation of the Library, while at the same time raising expectations of users as they return. The Library has been re-energized by these important developments, however, while services and programs have made great strides, the facility and its ability to support those services and the appropriate collections is now well behind and holding back the potential for these new developments.

Town Support for the Public Libraries

Today, the Weymouth community looks to the Public Libraries as a place to meet, a way to stay in touch with issues, a place of recreation, a place of learning and a source of support and self-improvement.

The Town supports the Public Libraries system with an annual budget that has increased over 51% since FY2011, illustrating a substantial renewed commitment to the Library by local decision makers. In addition, the materials budget for the Library has increased 358%, from \$38,174 in FY2011 to \$175,000 in Mayor Hedlund's current proposed FY2017 budget.

	Library Budget	Municipal Appropriation Requirement (MAR)
FY 2011	\$971,910	\$1,284,911
FY 2012	\$1,120,818	\$1,301,265
FY 2013	\$1,178,099	\$1,317,422
FY 2014	\$1,270,829	\$1,333,729
FY 2015	\$1,383,733	\$1,350,409
FY 2016	\$1,466,936	\$1,418,446
(Proposed) FY 2017	\$1,469,169	\$1,428,610

The Town also has supported the Public Libraries through infrastructure development and capital improvements. Recent examples include:

- Expansion of Town's fiber optics infrastructure continues to be a top priority. As part of a restoration of the Fogg Library the fiber network was extended through Fogg and on to the Hamilton School in South Weymouth. The fiber network was also extended from Town Hall through Tufts Library to the Murphy School in the Weymouth Landing area.
- The Pratt Library Branch has in the last five years received a new boiler, new roof, new front doors, selective window replacement and exterior masonry restoration. An LED lighting upgrade/conversion is scheduled for 2016 and replacement of remaining windows in 2017.
- A recent Fogg Branch Library Restoration Project was substantial, including a commitment to Wi-Fi by the Town, and much needed community meeting rooms. Construction began in May 2013, with rededication April 28, 2014. A total of \$3.6 million was spent on the two phase restoration project including a grant from the Massachusetts Preservation Project Fund of the Massachusetts Historical Commission and Community Development Block Grant monies. The Fogg Library restoration project received two awards since its completion: (1) an NCDA Community Development Achievement Award at the Region 1 conference of the National Community Development Association, and (2) a 2016 Preservation Award by the Massachusetts Historical Commission. Fogg Library is now the busiest branch library in the system.
- The North Library Branch parking lot was reconfigured in 2013 for improved patron access.
- Community Preservation Act (CPA) funds were provided to enable the digitization of the Weymouth Gazette and News from 1867-1921, preserving them and making them more accessible to the public. CPA funds were also provided to preserve historically significant documents and objects from the Library's Local History Collection dating from 1811 to 1862.

Previous Planning Efforts

Previous and current planning efforts that have led to the current initiative to develop a building program to guide the design of a renewed Main Library.

The Town of Weymouth advocates for and manages its infrastructure and public facilities through proactive planning. Some examples include:

- Prioritized proactive planning of capital improvements to Town facilities, as presented in an annual Capital Improvements Plan
- Town Master Plan and a local Open Space & Recreation Plan

- A Redevelopment Authority to oversee development projects like Southfield, the former South Weymouth Naval Air Station
- Strategic coordination of multiple funding sources to enable the Fogg Branch Library restoration project and the renovation of Legion Memorial Field
- Plans developed, although not pursued, for a consolidation of Town recreation fields and activities centralized at Legion Memorial Field, a development that explored a new relocated Main Library in 2007.

The Weymouth Public Libraries is engaged in planning at various levels, from general system-wide organizational planning to detailed efforts focused on better understanding and caring for the Library's unique archival collections. The Library has been successful in pursuing various grants to fund some of its planning. Examples of planning and grants include:

- Long Range Planning
- Professional programming and planning related to the Town study regarding the relocation of the Library in connection with the recreational fields development at Legion Memorial Field.
- Archival assessment of Local History Collection contents, condition, storage and management – efforts funded by grants from the Massachusetts Historical Records Advisory Board, the Massachusetts Board of Library Commissioners (MBLC), and through the Library Services and Technology Act.
- NEDCC Planning/Conservation Grant funded planning and conservation of the Local History Collection.

Specific to Tufts Main Library, there were several previous planning efforts. In 2000, Aaron Cohen Associates were hired to develop a Library Building Program for a new Main Library. By 2007, plans based on that Building Program were developed by J. Stewart Roberts Associates, Inc. through a feasibility study and design schematics for a new Main Library building. The study included relocating Tufts Main Library to a new building on a new site, which was an integral component of a larger plan to consolidate various Town recreation fields and activities centralized at Legion Memorial Field, near Town Hall. At the time, the Town did not seek a construction grant from the MBLC. The larger project involving the consolidation of playing fields did not receive the support it needed from the community and Town Council, so the project did not move forward.

At the existing Tufts Main Library, recent planning by the Town for replacement of the Heating Ventilating and Air Conditioning (HVAC) system prompted a more detailed and wider assessment of related building elements that were also of an age that warranted replacement. Given the prospect of a substantial investment, it was decided that a

more comprehensive approach to a renewed Main Library was appropriate – whether taking the form of a new facility, or a wholly renovated and expanded one.

The Town's commitment to a renewed main library has prompted the effort to prepare this Building Program and needs assessment as the basis for a subsequent conceptual design that will follow. That design will be the basis for a library construction grant application to the Massachusetts Public Library Construction Program (MPLCP).

Community Analysis

General

Weymouth has a strong residential character with a mix of traditional neighborhoods, small clusters of new developments, and several large apartment complexes. Most housing units are owner-occupied, single-family homes built in the 18th and 19th centuries around four village centers. Renter-occupied units account for about 1/3 of the housing inventory, and publically-subsidized units comprise 8.1%. As a bedroom community of Greater Boston, Weymouth has numerous local and state parks, coastal beaches, several strip malls with large retail outlets and premier medical facilities supported by regional public transit options, including bus and rail.

The Town has a strong residential character, is mature and mostly built out. Unlike traditional New England towns, Weymouth has no downtown center. Instead it has four village centers, each featuring its own blend of historic buildings and land use. The Town also has a large amount of dispersed open space with many parks and playgrounds. Popular recreation areas include Legion Memorial Field, George Lane Beach, the Weymouth Back River, Great Esker Park, Pond Meadow Park, the DCR Connell Memorial Rink and Swimming Pool, and Webb Memorial State Park.

For many years, business development has been modest and stable along Weymouth's highways and local arterials. Its thoroughfares feature an assortment of restaurants, retail outlets, and shopping plazas, while its village centers are home to an eclectic mix of local storefronts. An attractive office park is located just minutes from the Route 3 on ramp. Unemployment in the community has been on the decline, generally consistent with the State average and national trend for many years.

Due to its abundance of medical service facilities, Weymouth has been called the "South Shore's medical Mecca". It has more than 20 medical buildings that house over 100 laboratories, physician groups, and treatment centers. At the heart of the town's two-mile medical district is the South Shore Hospital, the community's largest employer and leading regional provider of acute, outpatient, home health, and hospice care. The Stetson Medical Center, once home to the Stetson Shoe Company, has also attracted world-class medical and life science tenants to Weymouth, including Children's Hospital Boston and Harbor Medical Associates, a Brigham and Women's Health Care affiliate.

Weymouth's overall economic condition is fair. In the 1990s, Weymouth was one of 49 cities in Massachusetts that began in the top half of the state's income distribution but has since seen median household income decline on average. Another of the Town's fiscal challenges has been the declining state aid, remaining below pre-recession levels even with the State's economic recovery. Weymouth has also experienced less taxable revenue growth in the last decade compared to neighboring community. This gap may be attributed to new development to non-taxable property in the community, like the South Shore Hospital and other medical facilities. Nevertheless, median household income has remained above the state average, and building permits have remained remarkably steady, averaging 105 permits issued annually for new construction in the last five years. Recent changes in legislation governing the former South Weymouth Naval Air Station have also enabled the town to claim past and future taxable revenue growth associated with Southfield, the town's largest repository of developable land for commercial use.

While having fairly stable population in recent decades, Weymouth has steadily diversified. Among the 53,743 persons estimated to live in Weymouth, about one fifth are under 18 years of age, another fifth are over the age 59, and about 11 percent speak a language other than English at home. Since 2010, two census block groups have been state-designated as Environmental Justice populations, meaning 25% or more of the residents within the block groups identify as minorities (non-white and/or Hispanic). In addition, the number of school-age students in the Town's English learners program rose 13 percent between 2013 and 2014. Arabic has exceeded Spanish as the second-most widely spoken language among English learners, with Portuguese ranking number one. Weymouth is also a designated entitlement community under the federal Community Development Block Grant program. There are 11 low- or moderate-income neighborhoods in the town, and about one out of every 14 residents lives below the federal poverty line.

Growing diversity in Weymouth is most pronounced in the town's public school population. In grades Pre-K through 12, the total percentage of non-white and Hispanic students increased 13 points between 2000 and 2015. This compares to only a 6-point increase in the Weymouth municipal population during that same period. The difference suggests that within the town's growing minority population, there is a significant number of younger parents and children.

A final but prominent characteristic of Weymouth's municipal population is aging. In 2010, approximately one out of every five residents was over 59 years of age and eligible for services at the town's senior center. Census data suggest that this figure could now

be closer to one in four. A recent study by the Tufts Health Plan Foundation also found that older adults in Weymouth age 65 and older have higher-than-average rates of strokes, COPD, ischemic heart disease, congestive heart failure, and four or more chronic diseases. This suggests that along with the number of older adults in the community, the number of persons with disabilities and access concerns is increasing, as well.

Demographic Projections

The predominant source for community population data and projections is the Metropolitan Area Planning Council (MAPC), the regional planning agency serving the cities and towns of Metropolitan Boston. As confirmation, the projections of the UMass Donahue Institute were also consulted.

For purposes of their analysis and planning, MAPC has established community types, and Weymouth is identified as a “Mature Suburban Town”, which is a category described as moderate density and nearly built out, with <15% vacant developable land, limited infill development, some redevelopment, and with a population that is relatively stable.

The forces of aging, growing diversity, and changing household preference will intersect to create a region in 2040 markedly different from the one that exists today. Certain key questions will determine that future, such as: How many young workers will choose to stay in the region? Where will new families want to settle? Will seniors want to downsize or age in place? While only time will tell, MAPC anticipates a range of feasible outcomes in order to enable assessments of what different scenarios might mean for housing demand, economic growth, school enrollment, land use, and by extension, library services.

MAPC presents a dynamic model for projecting future population, households and housing. Their model includes two scenarios for regional growth. Each scenario reflects different assumptions about key trends. The “Status Quo” scenario is based on the continuation of existing rates of births, deaths, migration, and housing occupancy. Alternatively, the “Stronger Region” scenario explores how changing trends could result in higher population growth, greater housing demand, and a substantially larger workforce. Specifically, the Stronger Region scenario assumes that in the coming years:

- the region will attract and retain more people, especially young adults, than it does today;
- younger householders (born after 1980) will be more inclined toward urban living than were their predecessors, and less likely to seek out single family homes; and

- an increasing share of senior-headed households will choose to downsize from single family homes to apartments or condominiums.

In that the Stronger Region scenario is more consistent with the housing, land use, and workforce development goals of “MetroFuture”, the Greater Boston region's 30-year plan that guides MAPC's work; and since the Stronger Region scenario has already been adopted by the Massachusetts Executive Office of Housing and Economic Development, the MAPC recommends that municipalities use the Stronger Region scenario for planning purposes to ensure consistency. In that this Building Program seeks to plan for the best possible library service looking out twenty years to 2036, it makes sense that it also be conservative and anticipate the higher population and demographic projections.

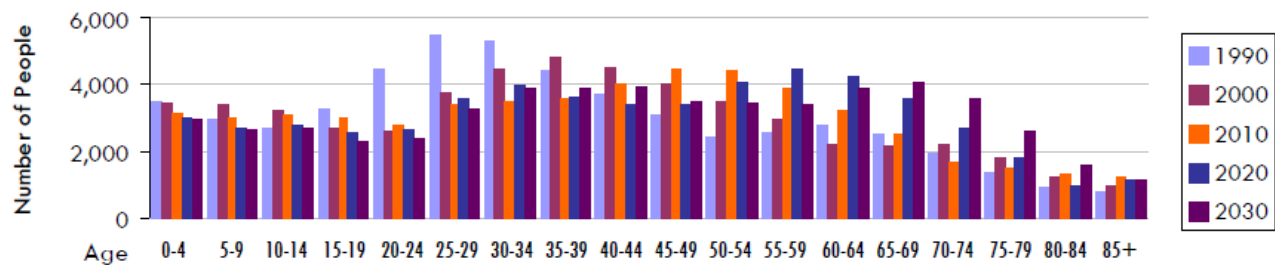
Some key related regional findings by MAPC include:

- Slow growth is in store if the region keeps losing population to other states.
- Attracting more young people is critical to a growing economy.
- New housing demand will outpace population growth due to declining household size.
- A “senior sell-off” may provide most of the single family homes needed by younger families.
- Many signs point to the resurgence of urban communities.
- Number of school-age children in the region is likely to decline.

For Weymouth in particular, MAPC population projections are based on current patterns of births, deaths, and migration, as well as assumptions about how those trends might change in the coming decades.

	1990	2000	2010	2020	2030
Total Population	54,063	53,988	53,743	54,452	55,131
Population under 15	9,122	10,079	9,237	8,539	8,331
Population over 65	7,456	8,313	8,169	10,072	12,906

The projected population summary by age groups above is provided by MAPC. The figures are based on their “Stronger Region” scenario, which is being used in this Building Program. As support for this, the UMass Donahue Institute's projection is for a population of 55,873 in 2030.



The chart above breaks down the evolving population into greater detail, and illustrates the trend to date and expected to continue to 2030 in an increasing number of seniors – In particular for the groups between the ages of 65 and 85. While the total population count is not expected to change significantly, the age of that population will increase, and library services and collections will need to evolve, and to access those services, the Library will need to be universally accessible to all ages and abilities.

Southfield Redevelopment

There is a significant 1,400-acre multi-phased redevelopment of the former South Weymouth Naval Air Station that is currently in planning, and expected to be built out by 2031. The new community of Southfield will reside within the three host communities of Abington, Rockland and Weymouth. This development's impact on the Weymouth municipal population and the Library's service population anticipated for 2036 needs to be accounted for.

An analysis by Starwood Land Ventures in March of 2014 of the impacts of the proposed Southfield development included an increase in Weymouth population of +4,719. Subsequently, a supplementary analysis by FXM Associates in September of 2015 anticipated an additional +1,250. Before adjusting for these additions in our library service population calculations for 2036, a discussion with MAPC confirmed that their projections typically account for known major development projects, and that they were comfortable that any Southfield impact is adequately reflected already in their projections. While this major redevelopment project will contribute new housing, the MAPC anticipates such an increase will be largely offset by population figures that are otherwise trending downward.

Service Population Projection to 2036

The municipal population certainly provides a count of the majority of potential users that the Weymouth Public Library serves. Calculating the Library's service population more accurately reflects the level of service being provided. The Weymouth Public Libraries counts a modest number of members of neighboring communities among their

card holders, and while the number of card holders may not fully reflect the number of neighboring community members being served by Weymouth, it is a valid indicator.

The Library's projected service population was calculated as follows. The MAPC projection of a Weymouth municipal population of 55,131 by 2030, was extrapolated an additional six years to this Building Program's target of 2036 to get 55,470. The current number of card holders from neighboring communities was estimated to increase modestly with a new facility in place, adding approximately +1,291 to get to a projected service population of 56,761 in 2036.

Existing Public Libraries & Tufts Main Library

Governance & Operations

The mission of the Weymouth Public Libraries is to provide intellectual, cultural and recreational interests to the Town of Weymouth by offering print and non-print materials, up-to-date technologies, programs and workshops in order to welcome and satisfy the needs of users of all ages and abilities.

The Library is a member of the Old Colony Library Network (OCLN) and is headed by a Library Director who is appointed by the Mayor and approved by the Town Council. The Library Director reports to the Mayor. The Board of Library Trustees represent the interests, issues, and concerns of the library to the mayor and other agencies of the town government and to the public. The Board establishes a written policy for the selection of library materials and the use of materials and facilities in accordance with the standards adopted by the American Library Association.

The Weymouth Public Libraries has the following service divisions:

The Division of Children's Services provides services for children ages 0-11 by providing materials and programs for self-enrichment and for discovering the pleasures of reading and learning as well as providing support for educational curriculum.

The Division of Young Adult Services provides services for young adults ages 12-17 by providing materials and programs for self-enrichment and for discovering the pleasures of reading and learning as well as providing support for educational curriculum.

The Division of Adult Services provides current and high interest materials in a variety of formats for persons of all ages and abilities pursuing cultural, educational and recreational interests.

The Division of Reference Services provides timely, accurate and useful information through information services, research, interlibrary loan and cooperative reference services with other agencies for those pursuing job-related, educational and independent learning objectives.

The Weymouth Public Libraries operates multiple existing facilities, including the Tufts Main Library, and three neighborhood branches:

- Tufts Main Library: 33,000 gsf – built 1965
- Franklin Pratt Library Branch: 8,000 gsf – built 1978
- Fogg Library Branch: 7,000 gsf – built 1897, branch 1975, restored 2014
- North Branch Library: 5,500 gsf – built 1954

Existing Tufts Main Library Facility

The Tufts Main Library at 46 Broad St. was designed by Alderman & MacNeish Architects and built by Marshall Contractors. Opening on 27 November 1965 with 34,038 square feet, it was said to triple the area of the building it replaced and claimed to have the capacity for 110,000 volumes and 208 reader seats. Parking was limited to a 12 car lot.

Located adjacent to Weston Park, it took advantage of a northern exposure toward the park for daylight and an entrance to the lower floor of the Library on the park side, both of which it still enjoys. Originally and still today, the main floor houses adult services, young adults and local history, while the lower floor housed a public meeting room for programs, stack areas and the Children's Room, with a third and separate Library entrance on the side for the Children's Room.

Today, the adjacency of the playground and park is highly desirable, although the original building design does not integrate the interior and exterior well. Parking capacity on the Library site today is limited to 54 cars, including three spots marked as accessible, one apparently non-compliant. For a building of its size, at one space per 400 gsf, the existing Main Library should be providing for 85 cars. A municipal lot of over 30 spots is less than a block away on Franklin St.

Generally, the existing building plan is comprised of a series of 14' x 36' structural bays, arranged with three (3) 36' bays deep, front to back (south to north), and eleven (11) 14' bays across (east to west). Where needed, partition walls have been built around that grid. The roof is of an unfortunately low slope for this climate. Snow builds up significantly and slowly travels over the edge, recently tearing the gutters off of the front of the building. Also, during a recent heavy snow event, it was necessary to have the roof cleared by a team of city workers, which put both workers and the roof at risk.

At the masonry walls flanking either side of the main entrance, there are similar crack failures that roughly mirror one another in the brick that might indicate uneven settlement.

Existing building systems are beyond their expected service life, and the exterior envelope is not capable of providing the performance expected of a modern facility today. The original asbestos fireproofing of the structure, while isolated from public spaces, makes modifications that might disturb it challenging at best, which has been an obstacle to investing in any incremental improvements or modifications to the existing facility.

That said, the building is maintained, and past investments in repairs and improvements to the existing Tufts building have included the following:

- General exterior repairs
- Expansion of the parking lot
- Window replacements
- Children's Room expansion after a fire
- Mechanical systems replaced
- Periodic roof repair / replacement
- Special snow removal from low slope roof when required

The facility is protected by original heat detectors, and the subsequent addition of smoke detectors, both reported to be hard wired to the Town Fire Department. There is, however, no fire suppression system, except for portable fire extinguishers. The security system includes perimeter intrusion alarms and interior motion detectors.

The relatively long structural spans do provide for some flexibility of arrangement. However, over the years the Tufts Library facility has changed very little. The configuration of interior spaces and book stacks of the main floor are largely as they were when the building was built in 1965. Some additional stacks were added at the end of stack ranges. On the lower level, the Children's Room expanded from its original size in 1975, and over the years, certain areas of the Library have taken on informal non-library occupancies.

Some spaces in the existing building are underutilized by the Library, whether due to their configuration or due to non-library occupancies. In developing this Building Program of space needs, space allocations are made based on efficient use of space, and by financial necessity, allocations of space are limited to needs directly related to the Library and its services, programs and collections.

The largest existing non-library occupancies are on the lower floor, and include the Weymouth Historical Society, occupying approximately 1,470 sf, and the Friends of the Weymouth Public Libraries, occupying approximately 1,764 sf. Of the two, the Friends' mission is to support the Library. While it is not uncommon to try and accommodate some Friends activities in a new Library, finite resources dictate that the scale of the

current occupancy cannot be sustained. In addition, the staging of large periodic book sales currently monopolizes meeting rooms and the storage of large quantities of empty cardboard boxes is not a good practice in general, but even less so in a building without a fire suppression system.

The vertical circulation of stairs and elevator are not compliant with contemporary building standards or ADA, and they are physically separated, with the elevator impossible to find without assistance. The elevator is too small, and awkward to get to. It can only be accessed on the lower floor by crossing the entire Children's Room diagonally.

Throughout the entire existing building there is only one study room.

There is no climate-control or proper storage for the local history collection. Current storage of sensitive collections are in vertical cases, putting stress on the items but cannot be helped for lack of space for proper storage. Currently, the reference office is being used to securely house a large portion of the local history collection. There is no place for use of the local history collection by genealogists and local historians.

Public programming is an essential component of any public library today. The Main Library has been expanding its programming, and the community response has been tremendous. Further details of this growing library service will follow, but as it relates to the existing facility, meeting spaces are inadequate. Public programming requires accessible spaces, and an accessible public lavatory requires passage through a restricted staff area. Attempts to develop new public programming have been severely restricted, yet the attendance at adult public programming has seen a tremendous increase, requiring staff to seek alternative off-site venues on a regular basis, often the Weymouth High School. Meeting spaces in Tufts are too few and too small. They are limited to the Jones Room (65 people), the Canoe Room (30 people) and the Butterfly Room (12 people).

In 2015, the air conditioning system for the main floor failed, requiring the town to bring in external air conditioning units at considerable cost. Repairing the air conditioning system would trigger roof repairs, which would mean dealing with the asbestos issue. Again, it became apparent that a more comprehensive reinvestment in the Main Library was required.



1. Front entrance with cracked masonry walls and torn off gutter from snow



2. Rear entrance facing Weston Park with interim HVAC during summer of 2015.



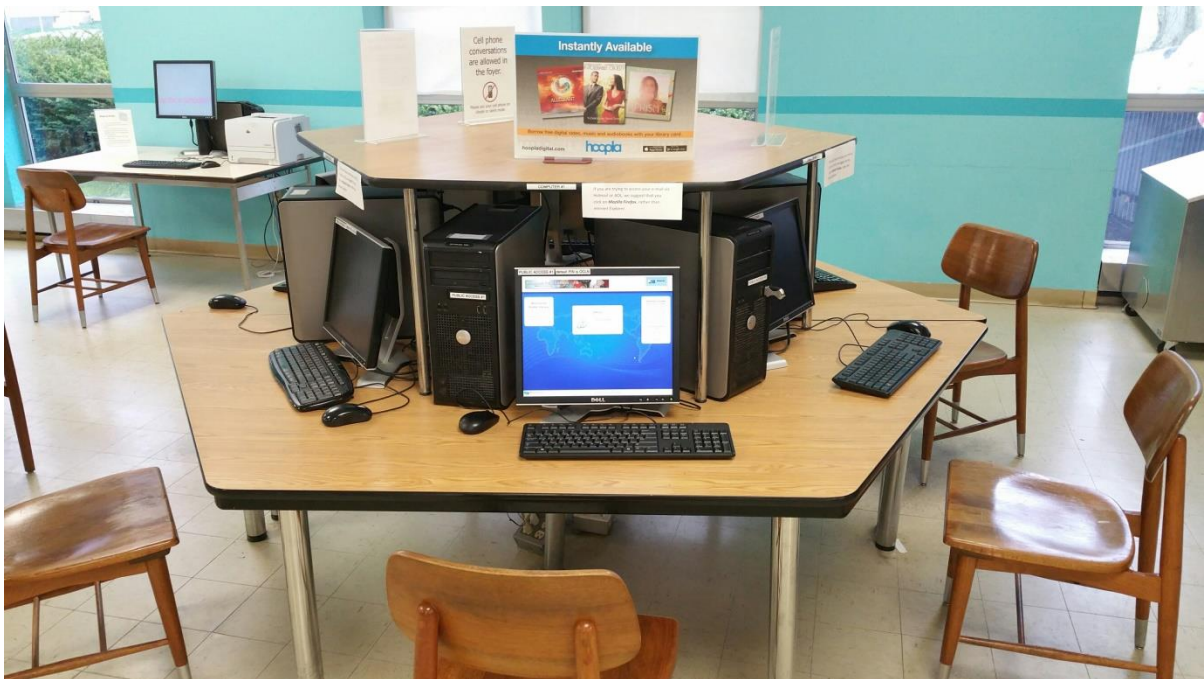
3. Shelves filled with materials without any room for collections management.



4. Shelves occupied to capacity with additional material on the floor



5. Inadequate infrastructure and no place to put it.



6. Not enough public access computers for patrons.



7. HC bathroom near the largest meeting space is only accessible through staff area.



8. A young Adults area largely indistinguishable from the rest of the Library.



9. Weymouth Room housing historically significant materials in tightly packed cases. Single available study room is beyond.



10. Community Forum where users were engaged and actively participated.



11. Medium sized meeting room that is shared constantly by Childrens, patron groups, and the Friends of Weymouth Public Libraries.

General Needs Assessment: Library Services, Programs & Collections

This Building Program is based on a new vision for the Tufts Main Library, and it presents instructions for the design of a new Main Library facility – whether this takes the form of a new building or a comprehensive renovation and expansion, and it does so without prejudice to a specific site.

As the second oldest in the Commonwealth, the Town of Weymouth is proud of its history, and while a new library facility needs to be fully equipped with modern technology and needs to anticipate the future, its physical expression needs to acknowledge that heritage without diminishing its presence as a dynamic contemporary institution.

The Program supports and facilitates the professional staff's active outreach, expanded services for an evolving population, including the tremendous popularity of recent library programs and further development of an evolving collection. In particular, it accommodates a Local History collection of national significance that was recently professionally assessed, indexed and cataloged. This program also enables the Library to more fully develop its contemporary maker services focused on enabling users to be content creators/producers in addition to being content consumers.

Regardless of future needs, the current capacity and condition of the existing Tufts Main Library is insufficient for properly providing current services. The stated facility needs of the Library are to increase the quantity of space and improve the quality of the place.

This Building Program seeks to comply with the guidelines and requirements of the Massachusetts Board of Library Commissioners (MBLC).

In planning for improvements, the space needs projections anticipate a twenty year outlook, as required by the MBLC. Twenty years is a challenging target for planning of any kind, but in particular for public library planning, given the extensive on-going changes in the industry. A critical general requirement for any new design will be flexibility. Over twenty years, the demographic shifts anticipated in Weymouth do not indicate a notable population increase, but a shift in household makeup and age distribution, which will require gradual modification in services, programs and collections. The specifics of those new types of services and collections are not entirely known, so flexibility in a new facility will be a key to success. Future technological innovations will influence uses, but facility flexibility will assure the opportunity to benefit from them.

Previous planning undertaken some years ago by the Town included the possibility of relocating Tufts, so it is anticipated that an alternative site may be considered as part of the design process that follows this Program. One alternative site previously considered placed the Library much closer to several middle schools. While this Building Program is intended to be site-blind, some youth services and space needs may increase if there is a greater proximity to middle school student populations.

Public Library Trends

When planning for public library services, there are a number of trends identified by the industry to be considered, which include the following:

- Active Citizenry / Open Government: Libraries have long been a neutral non-partisan place where differing views are welcome, and respectful conversation is encouraged. Public engagement on the issues is more than conversation, and as more data is open and sought for review, the library is the natural place to access those materials.
- Digitization: In addition to enabling librarians to be selective about the growth of print collections, digital material offers varied modes of access, often from afar, and provides opportunities for swift targeted searching to reassemble and compile findings. It has long now expanded the outreach to our senses beyond that of traditional print media by including motion and sound – some say at the risk of the medium overshadowing the content. Digital capabilities and communications have also been key to decentralization and individual potential.
- Knowledge and Service Based Economy: Not only has the economy shifted away from manufactured goods and toward trading in information and services, but the age of large organizations and centralized control has exploded into distributed individual capabilities with greater individual access to knowledge and resources.

These industry trends have influenced recent developments at Tufts Main Library, and have also influenced this planning effort to re-envision a new Main Library.

The following observations specific to services, programs and collections at the Main Library begin to outline the Library's needs.

Community Survey & Public Forums

Contributions from the community were sought in preparing this program. A public survey was prepared and launched, which for two weeks gathered 1,391 responses. One of the questions asked respondents to consider various aspects of the existing

- Lack of public computers
- Non-functional HVAC system
- Uncomfortable furnishings
- General interior and exterior building conditions
- Inadequate parking

[illegible]

In addition, to the public, the staff met as a group to share their interest in improvements as well as all together new ways of serving their patrons. Examples of some of their comments included the idea of a single service desk where the functions of circulation and reference could share a single desk; the importance of flexible electronic signage that can be programmed easily to keep patrons informed of on-going activities; and lower shelving and mobile shelving.

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And there was interest in having the program incorporate a greater quantity and better quality of meeting spaces, as well as more parking for patrons. They also echoed the strong desire of the larger community to be sure quality exterior spaces would be incorporated into the design.

Services & Collections

Overall Collection

At the end of FY2015 the holdings of the Weymouth Public Libraries totaled 298,233. That included 157,306 ebooks – a combination of network-shared items and Weymouth-only items, but an aspect of the collection experiencing continued rapid growth.

Digital Collections

The Weymouth Public Libraries has an extensive digital collection including a Weymouth-only OverDrive Advantage collection of ebooks, e-audiobooks, and videos of more than 5,000 titles; access by Weymouth library card holders to a hoopla collection of more than 300,000 streaming movies and music albums as well as ebooks, e-audiobooks, and comics; access to thousands of documentary, independent, and animated films through InstantFlix; access to online beginning to advanced lessons for instruments, voice, and physical art through ArtistWorks for Libraries; access to thousands of children's ebooks through TumbleBooks; and the first collection in Massachusetts of ebooks and e-audiobooks for exclusive use by Weymouth library card holders in the Commonwealth eBook Collections administered by the Massachusetts Library System. In addition, Weymouth library card holders have access to shared collections of emagazines, ebooks, e-audiobooks, comics, and streaming videos through the Old Colony Library Network and ebooks and e-audiobooks through the Commonwealth eBook Collections.

The Weymouth Public Libraries subscribes to the following databases: Consumer Reports, Ancestry Library Edition, HeritageQuest, Novelist, and eSequels.

Weeding & Transfers

Currently, due to space constraints, the print collections at the Tufts Library are weeded on a more aggressive basis and parts of its collections are regularly transferred to the three neighborhood branches on a frequent basis. The 2036 projections allow for less aggressive weeding and stopping further transferring of titles out of the Tufts Library building.

Circulation & Reference

In FY2015, the Weymouth Public Libraries' circulation of its holdings (checkouts and renewals) was 310,849, or 17.84 circulations per registered Weymouth patron. Of particular interest is the 48% increase in ebook circulation over FY2014. Weymouth patrons checked out 22,494 ebooks and e-audiobooks in FY2015. The highest circulating section of the library's collection is children's print books with 101,793 checked out in FY2015.

In the new facility, a single central public service desk will incorporate the functions of Circulation and Reference, which are today separate. The Central Service Desk model will work well for a modest sized library, and it is driven by the customer service mindset of staff who are focused on customer service and keeping things simple for their patrons.

The general trend toward more open and participatory government is one that has communities looking more and more to public libraries as a venue for related activities, events and even related collections. The reference collection today includes several shelves of public information including studies and reports related to the on-going public planning process surrounding Southfield, the redevelopment of a former naval air base.

It is projected that our current reference collection of 1,934 items, which need to be accommodated, will eventually decrease significantly to 600 by 2036. In the meantime, this Building Program provides for a modest decrease to 1,500 at this time.

Browsing / New Collection

Currently, the Weymouth Public Libraries has a small browsing collection of 1,911 for new print materials. Due to space constraints, parts of this collection are moved out of this section earlier than usual. We project our browsing collection of new materials should be 5,000 in order to meet the popular reading needs of our patrons.

Audio/Visual Collection

Although the Weymouth Public Libraries projects a significant decrease in its physical collection of DVDs and CDs by 2036, we anticipate the growth of physical technology products such as Findaway's, Playaways and Launchpads and of unusual items such as our current How-To kits, Zumba set, and Kill-A-Watt kits that are currently meeting patrons changing needs and interests. These types of items require more space than traditional AV items, and due to this, we project our 2036 AV needs to reflect the space needed for the equivalent of a traditional AV collections of 10,000 items.

Meeting & Study Rooms

In FY2015, Tufts Library provided free access to meeting space for community groups and not-for-profit organizations 1,194 times. However, not all meeting room requests can be accommodated with the current three meeting spaces. In addition, for library programs that attract more than 65 patrons, library staff must seek alternative off-site spaces. Most recently in March 2016, two adult programs by the Library were held at Weymouth High School and each was attended by more than 100 patrons. The Tufts Library has only one study room available for quiet or collaborative study.

Meeting rooms of varying sizes are important, and not just to meet. They need to be equipped with the capability for collaboration – both physical and digital. Some might be clustered together to share resources like a caterer's kitchen or storage for tables and chairs. All meeting spaces need to be equipped for users to engage in interactive digital collaborations, or just to gather for a discussion.

Makers

One of the most energizing relatively new aspects of library service is the enabling of patrons as creators/producers of their own content. In some ways, it is not new at all – It is creativity, which has always been universally valued, and can be empowering. Weymouth Public Libraries has been engaged in fostering the creativity of its patrons for some time through programs and crafts such as knitting, origami, coloring, watercolor painting, and songwriting. Some of the technologies available to explore creative possibilities in the digital world are new and not easily accessed by most people. It is important to ensure that this new facility has the space for staff to begin to explore and develop ways to provide every patron equal access to the maker inside of them. It's natural to think of this in terms of youth, and that is important, but this aspect of services and programs will be an important part of serving the growing number of baby boom seniors as well. Meeting rooms and program spaces will be equipped to support these activities with additional storage for physical materials, robust infrastructure for digital collaboration, and mobile cabinets for flexibility.

Elder Services

As the over 65 populations grows in the next twenty years, the library expects to more than triple its collection of large print titles from current collection of 2,760 to a projected collection of 10,000 by 2036. This is not a separate collection, but a part of the fiction and non-fiction collections. The aging baby boomers are curious and active, which make them good candidates for maker activities as well.

Young Adult

Interest in an expanding offering of young adult programs and services over the past four years continues to grow. As the new children's space provides a more welcoming and relevant place for older children ages 9-11, we expect a greater retention rate that will see a more active and used young adult space as these patrons successfully transition out of the children's space.

Children

Over the past ten years, the Weymouth Public Libraries has seen a marked increase in library visits by grandparents bringing grandchildren for programming and use of its collections. As the over 65 population grows in the next twenty years, the library anticipates seeing this trend continue. In accordance with this trend and with the current underserved needs of the community, the children's print collection will grow to 31,596.

Outside Library Partnerships

The Library actively engages in community activities where it is a partner with other departments, agencies and organizations. Examples include:

- Community health & wellness programs, such as distributing coupons for fresh produce from Farmer's Market Committee to children for coloring farm art.
- Participation in community events including Celebration Days at the Weymouth Farmers' Market, grand re-opening of Legion Memorial Field, Columbian Square Business Association's Christmas in the Square (where Fogg Library is the center of activity) and Southfield's Fall Festival.
- Host of healthy eating food displays on Food Day in October.
- Bi-Annual Story Walk in Weston Park behind Tufts Library, highlighting nutrition, physical activity and the Farmers' Market
- Participating in workforce development programming with Youth & Family Services, including launching Learning Express program
- Monthly art displays and bi-annual art shows at Tufts Library by the Weymouth Art Association
- Collaborations with Weymouth Public School system and parochial and private schools
- Co-hosting programs with the Abigail Adams Historical Society, the Weymouth Garden Club, the South Shore Hospital, the Weymouth Food Pantry
- In April 2015, the library's first How-To Festival partnered with more than a dozen individuals and organizations in Weymouth who donated their time to provide expert instruction to participants

Local History

For any public library, its local history collection is an important component unique to that municipality. At the Main Library in Weymouth, the Local History Collection has recently been professionally assessed and recognized as being of national significance.

Tufts Library's archival collections include personal papers, sheet music, pamphlets, scrapbooks, photographs, art work, maps, publications, textiles, ephemera, and artifacts dating from the eighteenth to twentieth centuries. Specific examples from the collection include a letter written by Abigail Adams, a copy of the Declaration of Independence, a Chester Harding portrait of Weymouth native Joshua Bates, founder of the Boston Public Library, and letters by abolitionist William Lloyd Garrison, and a Lepidoptera collection of more than 5,000 butterflies, moths and insects.

Unlike the majority of a public library's collection, where the primary focus is on use and access, and where materials are expected to get worn and replaced, a local history collection is largely comprised of unique items, so a balance must be struck between preservation and access. The Library is committed to protecting the collection as well as sharing it through exhibitions, programs and individual study. Significant space and proper environmental conditions will be essential.

Over the past five years, the Weymouth Public Libraries has undertaken an aggressive series of grant funded efforts to catalog, conserve, digitize and properly house the collection in archival containers, including:

- Fall 2011: Key items conserved by Northeast Document Conservation Center
- Summer 2012: Maps conservation by NEDCC
- Winter 2012: Strategic assessment through Massachusetts State Historical Records Advisory Board
- Winter 2013: Data loggers installed for environmental monitoring by MBLC
- Spring 2013: LSTA funded preservation survey of the collection
- Summer 2013: Drafted a Preservation Long Range Plan for the collection
- Spring 2014: BPL digitized historic yearbooks and historic photographs
- Winter 2015: CPC grant to digitize the Weymouth News & Gazette
- Summer 2015: CPC grant to conserve and digitize selected documents
- Fall 2015: BPL digitized Lepidoptera collection
- Fall 2015: LSTA grant for Manuscript Arrangement and Description, staff training and procedures/policy manual
- Summer 2016: BPL will be digitizing Town Reports back to 1850

As items are now being stored properly in archival envelopes and boxes, their space needs have grown significantly. In addition, the Library's work on the collection has

attracted the interest of potential donors who might be interested to enhance the collection.

The largest object in the collection is also its oldest, and a natural centerpiece of the collection – a 600 year old Algonquin mishoon, or dugout canoe, discovered in 1965 and pulled from Great Pond in Weymouth. Overseen by the Weymouth Historic Commission and on display now for 50 years at the Main Library, the responsibility for its stewardship was recently shifted by the Town from the Commission to the Library.

As Weymouth looks forward to celebrating its 400th anniversary in 2022, only two years after Plymouth, the Local History collection will receive even more interest and higher demand for access. Security against improper handling as well as theft is important for this collection.

This is an important new dimension of service for the Weymouth Public Libraries, and a previously neglected collection that will also require additional special skills in its management, preservation, exhibition and access. The Local History collection will continue to grow, and it is anticipated that the current collection of 2,275 known items, which still does not include hundreds of significant but uncatalogued items, will need space for the equivalent of 6,000 items.

Public Programs

Public programming is an essential aspect of service for any public library today, and Tufts Main Library has been increasing its public programming, and attendance has shown tremendous increases as indicated below. What this doesn't show is that in the current FY2016, adult program attendance is at 3,586, almost doubling the figures from just last year.

	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015
Adult Programs Held	5	9	64	61	35	48
Adult Attendance	150	231	736	1417	858	1859
Young Adult Programs Held	20	24	35	99	75	82
Young Adult Attendance	142	110	231	574	714	1345
Children's Programs Held	362	172	181	208	239	258
Children's Attendance	4733	5102	5325	6293	6045	7663

For the first time in many years, the Town of Weymouth has recognized the growth and importance of programs specifically for children by investing in it. The library's FY2015 budget included \$4,000 to pay for children's programming. The library's FY2017 budget

includes a 10% increase in this line item. Over the past five years children's, teen, and adult programming has benefited from being awarded more than 20 grants from the Weymouth Cultural Council.

Special Circumstances

The Building Program addresses several special circumstances in Weymouth and at the Main Library, which have been mentioned before and are recapped here. These circumstances are also acknowledged when comparing the overall program objectives against the Wisconsin Public Library Standards, as required by MBLC.

Years of Undeveloped Services, Programs, Collections and Facility

While the Main Library was a modern facility when it was built fifty years ago, it has seen very few incremental improvements since, so it has not kept up with library facility standards, or even basic public facility standards. For many of those years, the services provided did not keep up with evolving professional library service standards. Only recently in the last few years has there been a revitalization of customer service and public programming. This has increased the appreciation and use of the Library, but it has also raised expectations of users. The existing Main Library facility is years behind in its ability to support these already expanding services, programs and collections.

Extraordinary Future Increase in Cardholders

While interest in and appreciation for the Library is already growing due to the staff's development of new services and programs, Weymouth currently ranks 2nd to last among 26 public libraries in the Old Colony Library Network with only 31.5% of the population that are registered library card holders. There is much more room for growth in library use at Tufts after it opens than might normally be expected. The Library is in the midst of a major transition as it returns to a central role in the life of the community—a role that many other libraries already have before they build. With a new building, a dramatic increase of 20-25% in cardholders, and increased utilization is expected.

Local History Collection

Recent professional assessments have noted this collection's national significance. Having long been neglected, the significant recent efforts to catalog, protect and make it accessible have taken important first steps, but a proper space to house and display this collection is now essential to its continued stewardship. Most public libraries have a local history collection, but this one includes a copy of the Declaration of Independence and a 600 year old "mishoon" dugout canoe. The Local History collection has significant

space needs and is an important feature of this Program, and it will play a special part in the up-coming celebration of Weymouth's 400th anniversary.

Existing Non-Library Occupancies

It is not unexpected to find an existing non-library occupancy that might have developed over time, and it is clear that, given finite municipal resources and limitations on grant support, the continuation of such occupancies cannot be included in a new building program. At Tufts Main Library, however, the amount of space that has been occupied by the Friends of the Weymouth Public Libraries and the Weymouth Historical Society is significant, and absent the space they have been occupying, the program for the Library may in some way appear to be undersized.

Comparison of Projections with Standards

The MBLC recommends a comparison of the Building Program's collection projections and reader seat counts with prevailing standards for library planning. The following observations are made about this program as it compares to planning standards such as the latest Wisconsin Public Library Standards (2010) for collections and Anders Dahlgren (2009) for seating.

Specific observations on this comparison follow below.

	<i>Estim 2013</i>	<i>Projected 2036</i>
Municipal population:	55,419	55,470
Public Library Service population:	56,405	56,761

	FTE Staff standards calc per 1,000 pop	Volumes Print standards calc per capita	Periodical Titles standards calc per 1,000 pop	Audio + Video standards calc per capita	Total Collection standards calc per capita	Reader Seats standards calc per 1,000 pop
Weymouth Actual Counts 2015	23	74,046	136	8,369	82,551	160
<i>calculated per existing population</i>	0.4	1.3	2.4	0.15	1.5	2.84
Weymouth Program Projected to 2036	30	97,454	140	10,000	107,594	172
<i>calculated per projected population</i>	0.5	1.7	2.5	0.2	1.9	3.0
Wisconsin Standards (2010) Applied to Weymouth 2036 Service Population						
SERVICE Pop 50K-100K - Basic	28	153,255	289	22,704	181,635	
<i>standard per population</i>	0.5	2.7	5.1	.19 + .21 = .4	3.2	
SERVICE Pop 50K-100K - Moderate	28	164,607	318	26,110	192,987	
<i>standard per population</i>	0.5	2.9	5.6	.23 + .23 = .46	3.40	
SERVICE Pop 50K-100K - Enhanced	34	187,311	375	31,219	215,692	
<i>standard per population</i>	0.6	3.3	6.6	.27 + .28 = .55	3.8	
SERVICE Pop 50K-100K - Excellent	34	227,044	437	38,030	278,129	
<i>standard per population</i>	0.6	4.0	7.7	.34 + .33 = .67	4.9	
Dahlgren Standards (2009) Applied to Weymouth 2036 Service Population						
Readers Seats per 1,000 Service Pop						170
<i>standard per population</i>						3.0

Staffing: The projection is for the entire system of Main Library and branches, and it is based on several factors. Current staff is already fully utilized effectively by sharing duties, including service in the branches. As new formats, services and programs have emerged in public libraries, they have often proven to be in addition to existing formats, services and programs, not replacing them. This requires additional equipment and space as well as more hours. In addition, a special professional staff position will be required if the newly discovered and now indexed Local History Collection is going to be professionally managed and made accessible to the public.

Volumes in Print: While there is notable increase in this aspect of the collection, it is well below the Wisconsin Basic Standard. The book collections of the Library remain viable and important, however, they are an area not expected to grow as much as used to be anticipated when these standards were developed. New digital formats and online access to materials continue to relieve growth pressures on this aspect of the collection.

Periodicals: As interest in and use of the Library's digital magazine collection grows, there will be less need for a large print collection of periodicals.

Audio/Visual: This aspect of the collection continues to be the one that requires continual and significant growth, which is why the projected collection is almost double the existing. It is still significantly lower than the standard, however, because the standard was developed in 2010 and is expected to have high item counts based on CD's and DVD's. Audio/visual formats continue to change rather dramatically and are expected to change further before settling down.

Reader Seating: The reader seat, while no longer just for reading, is one of the staples of the public library, and likely to remain as such in the future. Reader seats as counted today do not include dedicated public computer stations, and in the future as desktop computers are replaced by portable devices, seating will be even more flexible.

General Building Design Requirements

Flexibility

It is important that Weymouth create a new Main Library facility capable of supporting library services, programs and collections for the next twenty years. Specifically programming and designing for that is challenging at best, so a critically important aspect of the design will be flexibility. It's important that the new facility can generally support reconfiguration, reorganization and conversion. Consider staff-enabled mobility of elements such as stacks, furnishings and equipment. Provide furniture, especially seating, that can be easily adjusted to suit the different ergonomics of varying tasks and individuals.

Sustainability

In general terms the Library design is to respond to the needs of this program while balancing environmental, societal and economic factors such as optimizing the building site, conserving energy, using renewable energy like solar, building for resiliency in extreme conditions, and adaptability for the long term. Emphasis on daylight and natural ventilation. Specifically, the building is expected to achieve LEED Certified.

Accessibility

The Library is committed to serving the entire community, and active users are of all ages and abilities. There are no doubt, many in the community that are not currently coming to the Library because of the lack of reasonable access. The staff and the users who do come to the Library struggle with the challenges presented by the existing Main Library. In addition, Weymouth anticipates an aging demographic. The design of the new Main Library must be focused on universal access – above and beyond legal compliance. Make this project a model of best practices in inclusive design for all ages and abilities. Consider shelving that makes the bottom shelf more visible, or utilized for another purpose.

Acoustics

Today, the Public Library has become a place much more active and supporting much more collaboration than it used to. The new Main Library will not just be a silent place of quiet study, but an assembly of different places supporting different activities, with

appropriate and creative acoustic separation. Often it is important to maintain a visual connection at the same time.

Security

A layout and design that enables staff visibility and line of sight throughout the Library is an important aspect of general security. The Main Library does not have a detection system at this time, and it is not known when such a system may be acquired, but the building design needs to anticipate the likelihood of such a system in the future.

Given the significance of the Local History collection, and the increased awareness as well as access that is intended in order to be able to share the collection, special attention should be given to security in that area.

Hazardous Materials

If the design involves the rehabilitation / renovation of the existing Tufts Main Library facility, the design must accurately understand and identify the extent of the hazardous materials, and the budget and estimate must sufficiently account for the costs of necessary removals, and the cost of its impact on other aspects of the work.

Data & Telecommunications

As more and more information and collections content is being provided via the internet, a robust data, telecommunications and WiFi infrastructure is critically important. Access to bandwidth is an essential Library service today and will be certain to grow in the future. Customers are expected to bring a growing number of mobile devices of their own as they use the Library, and given the growing importance of connectivity to library service, the wireless infrastructure provided within the new Tufts Main Library must be robust to start with, and scalable for the future in order to handle the numerous IP addresses and connections.

Lighting

Provide daylight whenever possible. It is an essential contribution to the quality of a space and the character of a place. Electric lighting is to be coordinated with daylighting to supplement when necessary, and save energy when not. Provide light fixtures that are maintainable in that they are reachable, and their lamps are readily available and not exotic.

Electrical

Just as Data and Communications needs are expanding tremendously with more and more patrons being multiple devices into the Library, it is equally important that there be an abundance of power outlets throughout the Library. It is important that the placement and distribution of outlets is such that charging chords will not be strung across aisles creating a tripping hazard. Consider more flexible under-floor power distribution systems where appropriate. Provide special outlets for the recharging of electric wheelchairs. Provide charging capabilities for electronic devices distributed throughout by integrating it into furnishings.

Signage

A good building design is expected to need little navigational signage. Informational signage will be essential to the new Main Library. While there will need to be some provisions for traditional signage, it is important that information boards as well as other informational signage be flexible, readily updated and modified. There is a strong preference for digital signage wherever possible, large and small, for maximum flexibility.

Site & Exterior Requirements

There is a strong recognition of the value of the adjacent playground and park at the existing Main Library facility. It is important that the new design, whether at this site or another site, incorporate landscaping of sufficient quantity for a well-integrated relationship between the Library interior and useful surrounding exterior spaces, including a playground. Provide separate and secure exterior play area integrated with the Children's area inside. Provide ample bicycle parking. Create different scale spaces in the landscape, like an outdoor reading garden, perhaps a courtyard.

Car parking is required at one space for every 400 gsf of building proposed. Provide ADA Accessible spaces that meet or exceed the quantity required by regulation. Although not dedicated Library parking, potential parking resources adjacent to the existing site include a municipal lot of over 30 cars close by on Franklin St, and a private bank parking lot directly next to the Library.

As the second oldest town in the Commonwealth, Weymouth is proud of its history and is preparing to celebrate its 400th anniversary. While this new library facility needs to be a contemporary forward thinking facility steeped in modern technology throughout, its presence and outward appearance must acknowledge that heritage, while at the same time present the Library as the modern institution that it is, central to community life in Weymouth.

Specific Building Space Requirements

The following projected space needs for a new Tufts Main Library are comprised of individual area sheets that report their data to the summary sheet, where the overall gross square footage is calculated. Each separate sheet represents a distinct physical area of service or support within the Library, and it outlines the needs of that area. For areas where collections are involved, there is a second area sheet.

Summary of Projected Space Needs

Reported from Individual Area Sheets

Subtotals per Area from Area Sheets	Collections			Reader Seats			Public Compu Wkstns	Staff Compu Wkstns	OPACs	Program Seats	Area Size Net Square Feet
	Vols/Items	A/V Items	Periodicals	Lounge Seats	Table Seats	Total Reader Seats					
Entrance/Lobby	-	-	-	-	-	-	-	-	-	-	210
Central Service Desk	-	-	-	4	-	4	8	3	4	-	1,537
General Collections:											
Browsing/New	5,000	-	-	4	-	4	-	-	-	-	3,508
Audio/Visual	-	7,850	-	-	-	-	-	-	-	-	670
Current Periodicals	-	-	100	4	8	12	-	-	-	-	533
Reference	1,500	-	-	-	16	16	-	-	-	-	883
Fiction	19,799	-	-	4	8	12	-	-	-	-	2,852
Nonfiction	27,061	-	-	4	8	12	-	-	-	-	3,226
Local History	6,000	-	-	4	4	8	1	1	2	-	3,300
Young Adult	6,498	150	40	15	39	54	5	1	3	20	3,539
Children	31,596	2,000	-	20	30	50	5	5	5	72	8,432
Café	-	-	-	-	-	-	-	-	-	-	530
Meeting/Program Spaces	-	-	-	-	-	-	-	-	-	298	5,575
General Exhibit/Display	-	-	-	-	-	-	-	-	-	-	438
Administration	-	-	-	-	-	-	-	3	1	-	920
Central Staff Work Area	-	-	-	-	-	-	-	16	5	-	3,001
Staff Lockers & Break Area	-	-	-	-	-	-	-	-	-	-	305
Custodial	-	-	-	-	-	-	-	2	-	-	880
Server/Network Room	-	-	-	-	-	-	-	-	-	-	100
Friends/Book Sale	-	-	-	-	-	-	-	-	-	-	300
Totals	97,454	10,000	140	59	113	172	19	31	20	390	40,740

30% Unassignable Square Feet (SF): 12,222

Total Estimated Gross Square Feet (GSF): 52,962

Number of parking spaces calculated at one for each 400 GSF: 132

[illegible]

Entrance/Lobby

(continued)

Unit	Category	Descrp	Units/LF Density	linches Shelf Depth	Shelves High	Unit Count	Multiplier items/SF	NSF
Collections								
Vols								-
Vols								-
Vols								-
Vols								-
Vols								-
Vols								-
Vols Total to Summary:						-		
A/V items								-
A/V items								-
A/V items								-
A/V items								-
A/V Items total to Summary:						-		
Period Titles								-
Period Titles								-
Period Titles								-
Period Titles Total to Summary:						-		
Subtotal NSF for Collections This Area:								-
Collections Notes:								

Central Service Desk

Unit	Unit Count	Seat Count	Multiplier SF/unit	NSF
Reader Seats				
Lounge-1				
Lounge - Cluster of 4 near desk	1	4	144	144
Lounge to Summary:		4		
Table-1		-	30	-
Table-2		-	75	-
Table-4		-	125	-
Table-6		-	145	-
StudyRm-2		-	75	-
StudyRm-4		-	125	-
Table Seat to Summary:		-		
Other Public Seats				
Pub Comp Station (calc per seat)		8	30	240
Pub OPAC - Stand (calc per seat)		-	25	-
Pub OPAC - Sit (calc per seat)		4	30	120
				-
				-
				-
				-
Other Items				
Large joint service desk - 3 active staff	1		600	600
Staff compu	3		(incl)	-
Copier	1		60	60
Public printers - bank of 3	1		54	54
Lateral File	2		20	40
Self-Check	2		35	70
Display of returns before reshelving	1		50	50
Large smart screen - current events	1		15	15
Holds - 3 units shelving	3		12	36
Ready Ref (incl in desk)				-
Reserves / secure items	3		12	36
Display shelving	3		24	72
				-
				-
			Subtotal NSF above:	1,537
			Subtotal NSF from Collections sheet for this area:	-
			Total NSF for Area to Summary:	1,537
Area Notes:				
This area includes all spaces needs for Reference and Circulation outside of the central staff work area, not including related aspects of the general collections.				
Proximity to Entry, Browsing/New collection.and Reference collection.				

Central Service Desk

(continued)

Unit	Category	Descrp	Units/LF Density	inches Shelf Depth	Shelves High	Unit Count	Multiplier items/SF	NSF
Collections								
Vols								-
Vols								-
Vols								-
Vols								-
Vols								-
Vols								-
Vols Total to Summary:						-		
A/V items								-
A/V items								-
A/V items								-
A/V items								-
A/V Items total to Summary:						-		
Period Titles								-
Period Titles								-
Period Titles								-
Period Titles Total to Summary:						-		
Subtotal NSF Collections This Area:								-
Collections Notes:								

[illegible]

Gen Collections - Browsing/New

(continued)

Unit	Category	Descrp	Units/LF Density	inches Shelf Depth	Shelves High	Unit Count	Multiplier items/SF	NSF
Collections								
Vols	Browse/new	display	2	12	3	5,000	1.5	3,333
Vols								-
Vols								-
Vols								-
Vols								-
Vols								-
Vols Total to Summary:						5,000		
A/V items								-
A/V items								-
A/V items								-
A/V items								-
A/V Items total to Summary:						-		
Period Titles								-
Period Titles								-
Period Titles								-
Period Titles Total to Summary:						-		
Subtotal NSF Collections This Area:								3,333
Collections Notes:								

Unit	Unit Count	Seat Count	Multiplier SF/unit	NSF
Reader Seats				
Lounge			35	-
Lounge to Summary:		-		
Table-1		-	30	-
Table-2		-	75	-
Table-4		-	125	-
Table-6		-	145	-
StudyRm-2		-	75	-
StudyRm-4		-	125	-
Table Seat to Summary:		-		
Other Public Seats				
Pub Comp Station (calc per seat)			30	-
Pub OPAC - Stand (calc per seat)			25	-
Pub OPAC - Sit (calc per seat)			30	-
				-
				-
				-
				-
Items				
Self-Check	1		35	35
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
		Subtotal NSF above:		35
Subtotal NSF from Collections sheet for this area:				635
	Total NSF for Area to Summary:			670
Area Notes:				
Proximity to Browsing/New collection, Entry and Service Desk.				

Gen Collections - Audio/Visual

(continued)

Unit	Category	Descrp	Units/LF Density	Inches Shelf Depth	Shelves High	Unit Count	Multiplier items/SF	NSF
Collections								
Vols								-
Vols								-
Vols								-
Vols								-
Vols								-
Vols								-
Vols Total to Summary:						-		
A/V items	varies	normal	10	12	5	7,790	12.5	623
A/V items	New items	display	2	12	3	60	4.9	12
A/V items								-
A/V items								-
A/V Items total to Summary:						7,850		
Period Titles								-
Period Titles								-
Period Titles								-
Period Titles Total to Summary:						-		
Subtotal NSF Collections This Area:								635
Collections Notes:								
Display of new items might be on five high shelving, but would utilize upper three.								

[illegible]

Gen Collections - Periodicals

(continued)

Unit	Category	Descrp	Units/LF Density	linches Shelf Depth	Shelves High	Unit Count	Multiplier items/SF	NSF
Collections								
Vols								-
Vols								-
Vols								-
Vols								-
Vols								-
Vols								-
Vols Total to Summary:						-		
A/V items								-
A/V items								-
A/V items								-
A/V items								-
A/V Items total to Summary:						-		
Period Titles	Current	Title	1	15	3	100	0.7	143
Period Titles								-
Period Titles								-
Period Titles Total to Summary:						100		
Subtotal NSF Collections This Area:								143
Collections Notes:								
While it is anticipated that the Periodicals collection will eventually reduce to 100 titles total by 2036, the program needs to provide for the current collection of 974 titles held at this time.								

Unit	Unit Count	Seat Count	Multiplier SF/unit	NSF
Reader Seats				
Lounge			35	-
Lounge to Summary:		-		
Table-1		-	30	-
Table-2	4	8	75	300
Table-4	2	8	125	250
Table-6		-	145	-
StudyRm-2		-	75	-
StudyRm-4		-	125	-
Table Seat to Summary:		16		
Other Public Seats				
Pub Comp Station (calc per seat)			30	-
Pub OPAC - Stand (calc per seat)			25	-
Pub OPAC - Sit (calc per seat)			30	-
				-
				-
				-
				-
Items				
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
Subtotal NSF above:				550
Subtotal NSF from Collections sheet for this area:				333
Total NSF for Area to Summary:				883
Area Notes:				

Gen Collections - Reference

(continued)

Unit	Category	Descrp	Units/LF Density	inches Shelf Depth	Shelves High	Unit Count	Multiplier items/SF	NSF
Collections								
Vols	Non-Fict		6	12	3	1,500	4.5	333
Vols	Non-Fict							-
Vols								-
Vols								-
Vols								-
Vols								-
Vols Total to Summary:						1,500		
A/V items								-
A/V items								-
A/V items								-
A/V items								-
A/V Items total to Summary:						-		
Period Titles								-
Period Titles								-
Period Titles								-
Period Titles Total to Summary:						-		
Subtotal NSF Collections This Area:								333
Collections Notes:								
While it is anticipated that the Reference collection will eventually reduce to 600 vols total by 2036, the program needs to provide for the current collection of 1,934 vols held at this time.								

Gen Collections - Fiction

[illegible]

Gen Collections - Fiction

(continued)

Unit	Category	Descrp	Units/LF Density	inches Shelf Depth	Shelves High	Unit Count	Multiplier items/SF	NSF
Collections								
Vols	Fiction	normal	8	9	5	14,849	10.9	1,362
Vols	Fiction	display	6	12	3	4,950	4.5	1,100
Vols								-
Vols								-
Vols								-
Vols								-
Vols Total to Summary:						19,799		
A/V items								-
A/V items								-
A/V items								-
A/V items								-
A/V Items total to Summary:						-		
Period Titles								-
Period Titles								-
Period Titles								-
Period Titles Total to Summary:						-		
Subtotal NSF Collections This Area:								2,462
Collections Notes:								

[illegible]

Gen Collections - Non-Fiction

(continued)

Unit	Category	Descrp	Units/LF Density	inches Shelf Depth	Shelves High	Unit Count	Multiplier items/SF	NSF
Collections								
Vols	Non-Fict	normal	8	9	5	24,355	10.9	2,234
Vols	Non-Fict	Large / Art	6	12	3	2,706	4.5	601
Vols								-
Vols								-
Vols								-
Vols								-
Vols Total to Summary:						27,061		
A/V items								-
A/V items								-
A/V items								-
A/V items								-
A/V Items total to Summary:						-		
Period Titles								-
Period Titles								-
Period Titles								-
Period Titles Total to Summary:						-		
Subtotal NSF Collections This Area:								2,836
Collections Notes:								

[illegible]

Local History

(continued)

Unit	Category	Descrp	Units/LF Density	Inches Shelf Depth	Shelves High	Unit Count	Multiplier items/SF	NSF
Collections								
Vols	loc hist	Open / circ	6	12	3	2,800	4.5	622
Vols	loc hist	Closed	6	15	3	3,200	4.2	762
Vols	loc hist	Unprocessed						600
Vols	loc hist	Flat files (2)						60
Vols	Poc Hist	Art / Objects						120
Vols	Lepidoptera	Butterfly Coll						64
		Vols Total to Summary:				6,000		
A/V items								-
A/V items								-
A/V items								-
A/V items								-
		A/V Items total to Summary:				-		
Period Titles								-
Period Titles								-
Period Titles								-
		Period Titles Total to Summary:				-		
		Subtotal NSF Collections This Area:						2,228
Collections Notes:								
Portions of collections have not yet been processed and quantified, so estimates have been made regarding storage. The collection will require museum-quality archival shelving and art storage equipment for protection of the collection.								

Young Adult

Unit	Unit Count	Seat Count	Multiplier SF/unit	NSF
Reader Seats				
Lounge		15	35	525
Lounge to Summary:		15		
Table-1	5	5	30	150
Table-2		-	75	-
Table-4	5	20	125	625
Table-6	1	6	145	145
StudyRm-2	2	4	75	150
StudyRm-4	1	4	125	125
Table Seat to Summary:		39		
Other Public Seats				
Pub Comp Station (calc per seat)	5	5	30	150
Pub OPAC - Stand (calc per seat)	2	2	25	50
Pub OPAC - Sit (calc per seat)		-	30	-
Program Rm (calc per seat)		20	15	300
				-
				-
Items				
PrintScan	1		35	35
Copier	1		60	60
Staff Desk	1		120	120
Lateral File	1		20	20
Self-Check	1		35	35
Rolling white Boards	2		20	40
Staff Computer (incl at desk)	1		0	20
Staff OPAC	1		0	35
				-
				-
				-
				-
				-
				-
				-
			Subtotal NSF above:	2,585
			Subtotal NSF from Collections sheet for this area:	954
			Total NSF for Area to Summary:	3,539
Area Notes:				
Flexibility and mobility of furnishing and collections in this area is important. Space for programs and collaborative activities to be acoustically separated while visually accessible.				

Young Adult

(continued)

Unit	Category	Descrp	Units/LF Density	inches Shelf Depth	Shelves High	Unit Count	Multiplier items/SF	NSF
Collections								
Vols		Normal 1/3	8	12	5	2,166	10.0	217
Vols		Display 2/3	8	9	3	4,332	6.5	666
Vols								-
Vols								-
Vols								-
Vols								-
Vols Total to Summary:						6,498		
A/V items	AudioBks		8	9	5	150	10.9	14
A/V items								-
A/V items								-
A/V items								-
A/V Items total to Summary:						150		
Period Titles		Titles	1	15	3	40	0.7	57
Period Titles								-
Period Titles								-
Period Titles Total to Summary:						40		
Subtotal NSF Collections This Area:								954
Collections Notes:								

Children

Unit	Unit Count	Seat Count	Multiplier SF/unit	NSF
Reader Seats				
Lounge		20	20	400
Lounge to Summary:		20		
Table-1		-	30	-
Table-2	5	10	75	375
Table-4	5	20	125	625
Table-6		-	145	-
StudyRm-2		-	75	-
StudyRm-4		-	125	-
Table Seat to Summary:		30		
Other Public Seats				
Pub Comp Station (calc per seat)	5	5	20	100
Pub OPAC - Stand (calc per seat)	2	2	20	40
Pub OPAC - Sit (calc per seat)	3	3	20	60
Programming - Casual (calc per seat)	1	16	11	176
Programming - Main (calc per seat)	1	72	11	792
Chair stor (75 in stacks of 30 & 12 tables)	1			100
Gen Storage	1			75
Items				
Stroller parking	10		8	80
Entry display area incl smart screen signage	1			80
Circ/Ref Desk	1			150
Self-Check	2		20	40
Tortoise terrarium	1		16	16
Browsing Area / Reading Nooks Area	1			300
A/V Area	1			60
Imagination Space - Ages 3-7	1			300
Sensory Space - Ages 0-2	1			200
Tween's Space - Ages 8-12	1		20	300
Offices/Workspace	3		100	300
PrintScanCopy	1		60	60
Staff Computer Sta (incl at ea office; 2 at Desk)	5		0	-
				-
				-
			Subtotal NSF above:	4,629
			Subtotal NSF from Collections sheet for this area:	3,803
			Total NSF for Area to Summary:	8,432
Area Notes:				
Flexibility and mobility of furnishing and collections in this area is important. Provide direct connection with secure exterior space for children. Space must be family friendly, comfortable for parents and guardians as well.				

Children
(continued)

Unit	Category	Descrp	Units/LF Density	Inches Shelf Depth	Shelves High	Unit Count	Multiplier items/SF	NSF
Collections								
Vols	Book bins		-	-	-	5,000	4.0	1,250
Vols	Regular thin		18	9	3	10,200	14.7	694
Vols	Normal		10	9	3	10,200	8.2	1,244
Vols	Limited higher		10	9	5	6,196	13.6	456
Vols								-
Vols								-
			Vols Total to Summary:			31,596		
A/V items	varies	normal	10	12	5	2,000	12.5	160
A/V items								-
A/V items								-
A/V items								-
			A/V Items total to Summary:			2,000		
Period Titles								-
Period Titles								-
Period Titles								-
			Period Titles Total to Summary:			-		
			Subtotal NSF Collections This Area:					3,803
Collections Notes:								

[illegible]

Meeting/Program Spaces

Unit	Unit Count	Seat Count	Multiplier SF/unit	NSF
Reader Seats				
Lounge			35	-
Lounge to Summary:		-		
Table-1		-	30	-
Table-2		-	75	-
Table-4		-	125	-
Table-6		-	145	-
StudyRm-2		-	75	-
StudyRm-4		-	125	-
Table Seat to Summary:		-		
Other Public Seats				
Pub Comp station (calc per seat)			30	-
MtgRm-6	2	12	155	310
MtgRm-12	1	12	300	300
MtgRm-24	1	24	600	600
Program Rm A (calc per seat)	1	50	15	750
Program Rm B (calc per seat)	1	200	15	3,000
Programming Seats Tot to Summary:		298		
Items				
Catering Kitchen	1		400	400
Chair Storage (250 in stacks of 30)	9		8	72
A/V Closets for 3 largest rooms	3		6	18
Gen storage for each room	5		25	125
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
		Subtotal NSF above:		5,575
Total NSF for Area to Summary:				5,575
Area Notes:				
Shared access to kitchen desirable for several rooms. Shared chair storage. Proximity to Entry and Café with independent after hours access. Various meeting rooms to be equipped with information technology that facilitates digital collaboration and production.				

[illegible]

Administration

[illegible]

Staff Lockers & Break Area

[illegible]

Central Staff Work Area

[illegible]

Custodial

[illegible]

Server/Network Room

[illegible]

[illegible]

Multipliers Used to Generate Net Square Feet for Area Sheets

Collection Items per Square Foot

Based on density of collection items for a single linear foot, number and depth of shelves, and allowing 25% shelf space for collection management.

Density of Items/LF	2 - Shelves High				3 - Shelves High				5 - Shelves High				7 - Shelves High			
	9"d	12"d	15"d	18"d	9"d	12"d	15"d	18"d	9"d	12"d	15"d	18"d	9"d	12"d	15"d	18"d
1/LF : periodical display ..	-	-	-	-	-	-	0.7	-	-	-	1.2	-	-	-	1.6	0
2/LF : kits, and objects ...	1.1	1.0	0.9	0.9	1.6	1.5	1.4	1.3	2.7	2.5	2.3	2.1	3.8	3.5	3.2	3.0
6/LF : thick vols ...	3.3	3.0	2.8	2.6	4.9	4.5	4.2	3.9	8.2	7.5	6.9	6.4	11.5	10.5	9.7	9.0
8/LF : standard books ...	4.4	4.0	3.7	3.4	6.5	6.0	5.5	5.1	10.9	10.0	9.2	8.6	15.3	14.0	12.9	12.0
10/LF : thin items, vols ...	5.5	5.0	4.6	4.3	8.2	7.5	6.9	6.4	13.6	12.5	11.5	10.7	19.1	17.5	16.2	15.0
18/LF : thin items, vols ...	9.8	9.0	8.3	7.7	14.7	13.5	12.5	11.6	24.5	22.5	20.8	19.3	34.4	31.5	29.1	27.0
24/LF : CDs, DVDs ...	13.1	12.0	11.1	10.3	19.6	18.0	16.6	15.4	32.7	30.0	27.7	25.7	45.8	42.0	38.8	36.0