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## MEETING NOTES: *Progress Meeting (5 of 5)*

**date:** Tuesday, August 06, 2019 @ 1:00 pm  
**project:** Town of Cumberland Historical Society and Prince Memorial Library Expansion  
**location:** Cumberland Town Hall  
**To:** Bill Shane  
Thomas Bennett  
Brenda Moore  
**prepared by:** Kayla Caron Scott Simons Architects SSA  
Austin Smith Scott Simons Architects SSA  
Maya Gamble Scott Simons Architects SSA  
**Cc:** Chris Berry Scott Simons Architects SSA  
**meeting title:** Progress Building Committee Meeting (5 of 5)  
Attendees: Carolyn Small, Thomas Bennett, David Echeverria, Steve Moriarty, Linda Fulda, Tom Gruber, Bill Shane, William Stiles, Austin Smith, Kayla Caron

1. Comments or corrections to meeting notes of July 16, 2019
  - a. No edits or corrections noted by group.
2. Check-ins:
  - a. Report on CHS Board & Library Advisory Board joint meeting of July 17<sup>th</sup>
    - i. Austin reported on the meeting, and said people were generally positive about the progress. David noted the participation was very good, and people were engaged. There were some questions about the parking. Tom noted that there would be some potential questioning of the size of the community room from some residents who feel it is too large.
  - b. Report on latest development with CHS Building Relocation
    - i. Bill updated the group on the status. A contract has been signed with Merry Building Movers of Scarborough, and they are scheduled to move the 3<sup>rd</sup> or 4<sup>th</sup> week of October. They are more experienced with moving masonry buildings. CMP will set up a meeting with field planners. Bill feels comfortable with the team in place, and once structural plan is in place, he will share. Potential to have existing granite sliced in half or thirds panels.
    - ii. Some discussion about the floor. It is not original, but it is helpful for them to leave it during the move, and deal with it once it is moved.
    - iii. SSA is ready to coordinate with movers, structural engineers once additional services agreement is in place.
    - iv. After the move, the steel will be left in place under the meeting room, and (2) layers of gyp. will be used to provide a 1-hour fire rating. Prep for sprinkler will be done, but building sprinkler will not happen in the 1<sup>st</sup> phase.
    - v. Bill Stiles noted the risks of water-based sprinkler systems for archival space. SSA noted the building would be fireproofed to as great an extent as possible for the budget, and that there should be a monitored fire alarm system.
3. Elevator Analysis

**project:** Town of Cumberland Historical Society and Prince Memorial Library Expansion  
**file:** 2019-0110

**date:** 8/8/19  
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- a. Austin reviewed the options for Phase 1: Full Service Stretcher Compliant Elevator, LU/LA, Wheel Chair Lift, and Material Lift.
  - i. Phase 2 will require an elevator, so the committee decided based on cost and what items will be moved that they are interested in a wheelchair lift as recommended by SSA.
  - ii. The lift would be an item approved by local town officials, licensed through the state. Since the lift will not provide full ADA compliance, the public would not access the lower level of the Historical Society in this phase.

#### 4. Site and Floor Plan Updates

- a. Since our last committee meeting, Bill shared some updated spot grades with SSA. The library floor level is not at 171.00 as originally thought, but actually at 173.38, approximately 2.5 feet higher.
- b. The new grade information would mean the historical society sits even higher on the site if the library and historical society align floor levels.
- c. SSA presented a sketch for CHS that does not align floor levels, and in phase 2 would require a short run of stairs, or long runs of ramps to be introduced into the design. The ramp concept was abandoned because the corridors could no longer act as meaningful gallery space- and adding complexity into the hanging of exhibits at diagonal heights, also impacting the basement ceiling heights.
- d. SSA presented a short run of stairs and full-service elevator for phase 2 that addresses the floor change.
- e. The phase 2 plan allows all 3 zones- historical society, shared space/community room, and library and expansion- to all be closed off from one another so they can act independently if necessary.
- f. In the CHS portion, the group expressed a desire to be able to use the CHS lift to access the community meeting room rather than having to walk the length of the library. SSA will reflect the changes in floor plan by adding doors into the CHS main level spaces to create a public corridor. CHS staff to handle this with lock-up protocol.
- g. Separate mechanical rooms are preferred for Library and CHS, Bill advocated for multiple zones and separation of mech. rooms.
- h. SSA to show small janitor closet in plans on lower level.
- i. Means of egress for the CHS in phase one is permitted because the occupancy will not be greater than 30 people.
- j. The 2 options for the site plan pathways were presented. **Option 1** was preferred by group given that the path could exist in Phase 2 as well.
- k. Community meeting space future consideration to access by vehicles for loading/unloading for events, or overflow parking.
- l. Renderings: 3 total- 2 updated/existing renderings, a third one should be an aerial. Existing library building should be blue for clarity.

#### 5. Project Schedule:

- a. Town Council presentation August 26, 2019 at Town Hall at 7pm. First hour will be SSA community presentation open for public comments. Drawings mounted on foamcore boards on easels around the room showing plans and renderings were requested. Give room dimensions (8 X 10) so public can understand spaces, as well as SF comparisons and percentage increases, and parking spaces. Thomas to provide introduction on why this is needed, SSA on hand to answer architecture related questions, Committee members, Bill, and Thomas to answer policy-related (fundraising) questions.
- b. SSA to share presentation with Committee week prior to presentation. Presentation will include process
- c. **Final SSA deliverable:** Digital Copy of Report (includes all progress to date, meetings, agendas, minutes, etc.)