

GREAT BARRINGTON LIBRARIES - RAMSDELL LIBRARY BUILDING PROGRAM



June
2020

Great Barrington Libraries – Ramsdell Library

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EXECUTIVE SUMMARY

When you walk into the Ramsdell Library, you are taking a step back in time. Though the nostalgia is nice and can stir emotion in many, the dated structure creates many issues for the community it serves. The Library is a beautiful Beaux Arts style building that was constructed in 1908 and expanded in 1930. The current “look and feel” of the facility, has not changed dramatically since its expansion. It is listed on the National Register of Historic Places, and as such is good reflection of its time.

Library trustees, staff, and the community undertook an evaluation process in 2018, which identified a number of issues that need to be addressed, but one message was clear: keep this Library open and keep its character, but make it more usable for the full community. Most notably, the Library lacks access to anyone with mobility issues. Not only is the Library not compliant with modern ADA accessibility standards, but even entering the building is a physical roadblock for anyone challenged by ascending the required eight steps up to the front door. Though accessibility of the building is the primary issue, other challenges remain to adapting this historic structure to the modern needs of residents and the community at large. During the 2018 process residents across all age groups spoke of how they wanted to keep the Ramsdell Library open in its current building and allow it to grow in its role as the “hub” of the village of Housatonic. In addition, they hoped improvements in the building and service offerings might help draw in visitors from the around the region. They desire a place where people come together to connect with each other in all sorts of ways. They want to create, satisfy their curiosity, and be informed and entertained in this building. A strong message from the community was seeking to make Ramsdell not just a smaller version of the larger Mason Library, but to setup the Ramsdell Library to be unique and to serve the broader Great Barrington community in ways, that the Mason Library cannot. “Warm” and “welcoming” are two words that surfaced repeatedly in focus groups when people were asked about the strengths of the Library, and those attributes carry forward into the Library’s plan for the future.

The current Library is a well-loved showpiece with a number of “old building” problems. In addition to the lack of physical accessibility to anyone not up to ascending the steps at the entry, the mechanical and electrical infrastructure is completely insufficient to meet the demand of today’s patrons. Parking is limited to the streets in front of the Library, which further exacerbates the accessibility issues of the Library. Space allocation and arrangement are not ideal for the modern usage of the Library and too much of the space is set aside for collections that are not circulating. The building, as currently configured, prohibits the Library from fulfilling the needs of its current and future users as articulated in the 2018 community and building evaluation and also outlined in the Great Barrington Libraries Strategic Plans and Service Goals.

Since the 2018 assessment project, the Library has made a number of simple low cost changes to help address many of the issues identified in the discussions with the community, however any further improvements will require more significant physical improvements to the building.

Great Barrington Libraries - Ramsdell Library Building Program

The goal of this plan is to enhance the historic design of the Library allowing access to all residents regardless of physical attributes and evolving the building in a way that will allow the Library to achieve its vision and remain the true hub of the community – a place that is open and welcoming to everyone in our town, and where anyone can come to connect, create, and learn. An improved facility is needed so the Library can meet the needs of current and future residents while maintaining the history and heritage of the community.



A view from the middle of the library look toward the front doors.

MISSION

The two Great Barrington Libraries work together to bring the town and region access to a large collection of books, movies, and books-on-tape. We offer extensive interlibrary loan, high speed internet, wireless internet, programs and more at both locations.

The mission of the Great Barrington Libraries is to serve all members of our evolving community in a welcoming manner.

The Great Barrington Libraries are dedicated to:

Providing and promoting responsive, free, and ready access to printed and electronic resources. Developing collections and programming that include a broad spectrum of materials and services. Encouraging everyone to experience the joy of reading and learning.



LIBRARY OVERVIEW & HISTORY

The Ramsdell Library is located at 1087 Main Street in Housatonic village, in a two-story Beaux Arts building erected circa 1908. The building was a gift to the town by T. Ellis Ramsdell, fulfilling a bequest by his father Theodore, owner of the Monument Mills. It was designed by Boston architects McLean & Wright, with a rear addition (added 1928-30) designed by the Pittsfield firm of Harding & Seaver. It was listed on the National Register of Historic Places in 2014.

Ramsdell Public Library is set between the Housatonic Congregational Church and the Corpus Christi Church on the north side of Main Street. The original 1908 main block is 1-1/2 stories in height, built out of yellow brick with marble trim. The main facade is three bays wide, with a projecting gabled entry pavilion at the center. The entry pavilion has marble corner quoins, and a further projection with an entablature and dentillated (toothed) gable supported by pilasters and Ionic columns. The entrance has glass-paneled double doors, set in a recess framed by marble trim and topped by a sill with a foliated cartouche, and a half-round transom window. Windows on the ground floor are set in rectangular openings with splayed keystone lintels; there are small windows beneath the eaves that illuminate the rooms of the half-story.



The interior begins with a tiled entry area, with stairs rising around the outer walls to a large meeting room that occupies most of the upper story. The entry opens into a central rotunda, with reading rooms on either side, and stacks and librarian area to the rear. The openings to these spaces are flanked by wooden columns finished in emulation of marble. Walls are plastered, with oak trim around the windows, doors, and fireplaces.

The rear addition nearly doubles the space of the building, extending behind the central and western portions of the main block. It provides for an enlarged reference area, more stacks, and a dedicated workroom for the library staff. (History and building description courtesy of Wikipedia but confirmed with observations and library personnel).

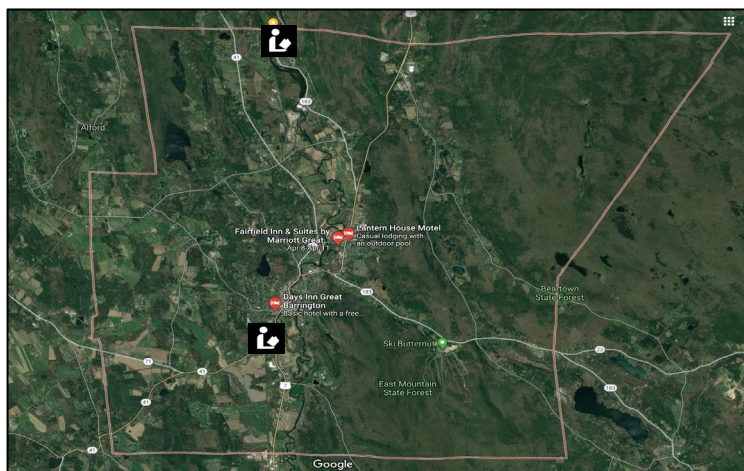
Beyond the walls of the Library, the village of Housatonic, a former vibrant mill town, has lost most of its public facilities in recent decades. As such, the Ramsdell Library remains a living landmark and beacon for the community. It is also one of the last remaining gathering spaces for residents of the northern end of Great Barrington, particularly the residents of Housatonic.

COMMUNITY & LIBRARY ANALYSIS - TRENDS & STATISTICS

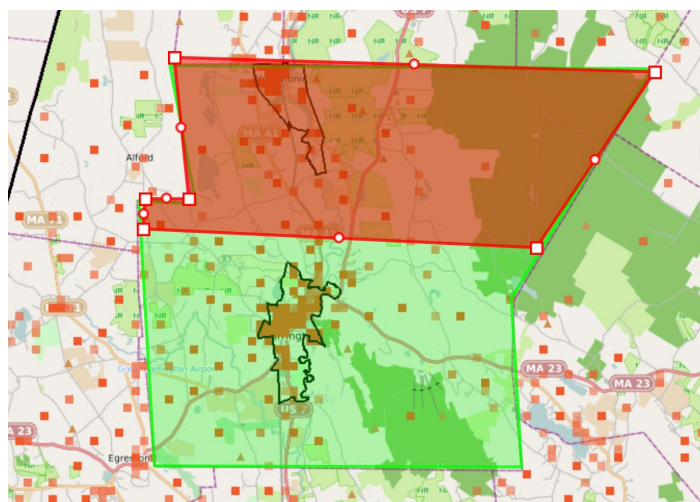
A. Demographics and Community Makeup

The following information is per the 2010 U.S. Census with most of this data representing all of Great Barrington as there is no census data breakdowns for the Village of Housatonic.

- 7,104 residents and 2,879 households, both of which are down from the 2000 Census. The Village of Housatonic has 1,109 residents within its boundaries.
- 27.3% of households had children under the age of 18 living with them.
- The median age was 42 years.
- For every 100 females, there were 87.2 males. For every 100 females age 18 and over, there were 83.8 males.
- In the town, the mean income for a household was \$80,802 and the per capita income was \$42,655.
- Approximately 4.7% of families and 5.4% of the population were below the poverty line.
- 6.7% of households received food stamp/SNAP benefits within the previous 12 months.




Having two public libraries in a town the size of Great Barrington is not uncommon, though it is not widespread. The two library locations are 10-15 minutes apart, but both serve separate and distinct villages within the town and serve a sprawling 45 square miles of the Berkshires.



Roughly 2,000 to 2,300 of the total 7,104 residents of Great Barrington could be considered in the Ramsdell Library Service Area.

B. Collections and Services

A full collection analysis was conducted in 2018 and again in 2020. Below is the 2020 analysis, along with KBA recommendations on adjustments/reductions to the collections. These recommendations would get the collection size more in line with usage and the service population, giving the Library about 4 items per capita and getting average turnover into the range of 1.5 turns per year (still low, but closer to best practices).

Collection Analysis - Ramsdell Library							
Total Service Population: 1,109 Holdings data as of May, 2020. Circulation data gathered from January 1, 2019 to December 31, 2019 Last rev: 6/24/2018 version 2					KBA Recommendations		
Collection	Holdings	Circulation	Turnover Rate	% of Total Coll.	% of Total Circ.	Proposed Collection Size Based on Best Practices	% of Total Coll.
Adult							
Adult Popular Library							
New Fiction	94			0.5%		300	
New Non-Fiction	69			0.4%		100	
DVDs	2,019	3,000	1.49	11.1%	22.7%	800	
Audiobooks	600	747	1.25	3.3%	5.7%	350	
Number of Adult Magazine Titles	23						
General Adult Collection							
Fiction, Large Print and Non-Fiction	10,207	5,512	0.54	56.2%	41.8%	5,000	
CIRCULATING PHYSICAL ADULT MATERIALS TOTAL (Minus Magazines)	12,663	9,259	0.73			6,550	
ADULT TOTAL	12,663	9,259	0.73	69.7%	70.1%	6,550	67.8%
Children (Ages 0 - 12)							
Children's Popular Library							
J New Books	89			0.5%		200	
J DVDs	370	572	1.55	2.0%	4.3%	300	
J Audiobooks	94	121	1.29	0.5%	0.9%	80	
J Popular Library Total	553	693	1.25	3.0%	5.2%	580	
General Children's Collection							
All forms	4,439	2,914	0.66	24.4%	22.1%	2,200	
CHILDREN'S TOTAL	4,903	3,607	0.74	27.0%	27.3%	2,780	28.8%
Teen (Ages 13 - 18)							
New Teen Books	3		0.00	0.0%		100	
Teen Audiobooks	52	23	0.44	0.3%		30	
Teen Magazines	0	0					
Teen Fiction, Graphic and Nonfiction	540	313	0.58	3.0%	2.4%	200	
TEEN TOTAL	595	336	0.56	3.3%	2.5%	330	3.4%
TOTAL PHYSICAL COLLECTION MINUS MAGAZINES	18,161	13,202	0.7			9,660	

DESCRIPTION OF EXISTING CONDITIONS

The existing Ramsdell Library is three stories. It is mostly brick, with stone surround details at the main entry and window bays, with wood cornices and window frames. There is a large semicircular window above the front door with intricately designed grillwork.

The Library is located on Main Street. The site is bounded by the Corpus Christi Church to the west and the Housatonic Congregational Church to the east. It has no parking lot or driveway and all Library parking is on the street. The Library's southern orientation is problematic at certain times of year because of sunlight pouring in through very large windows on the south side. This causes huge temperature fluctuations and causes fading of library materials and furnishings.

The Library's location on the north end of the village strengthens the notion of a civic core and the vision of being the "hub" of the community. It is easily walkable from most all residences in the village.

The current Library is well loved by the village, reflected in its listing in the National Register of Historic Places. The original building was built as a library, so it reflects the historic architecture of the time and fits in well with the other adjacent buildings. The exterior is beautiful, and has held up well over the last century, but needs some attention in a few areas to remain a showpiece for years to come.

The Library is NOT accessible by anyone with physical or mobility limitations. A daunting series of granite steps await all visitors. The upper level, which currently houses the local Historical Society and Commission, and was the former meeting room and performance space is accessed through one of two wooden staircases. The lower level which is currently not accessible to the public is accessible only via the rear staircase. The Library's public and staff restrooms are woefully inadequate and are nowhere close to be ADA compliant.

Though difficult to initially access, the main floor of the Library is a beautiful and relatively open space. The open areas to the left and right of entry are bright and airy and favorites of many residents. The rear area of the building is dominated by older metal shelving with aisles that are too narrow and do not meet current ADA accessibility standards.

The staff service point, work, and lounge areas are all inadequate and need better space, furnishings, equipment, and storage solutions.

BUILDING ASSESSMENT

A full facility assessment was completed by Kimberly Bolan Cullin in January 2020, and is included in this document as Appendix C.

Factors that were rated “Good” or “Adequate” include:

- Library visibility
- Proximity to village and primary roads
- Building style is complementary to surroundings
- Interior Materials Return
- Existence of Quiet Reading Areas (even though they are not always quiet due to noise from other areas)
- Children’s & Teen Collection Areas
- Décor and Aesthetics
- Lighting throughout but especially front areas of the building.

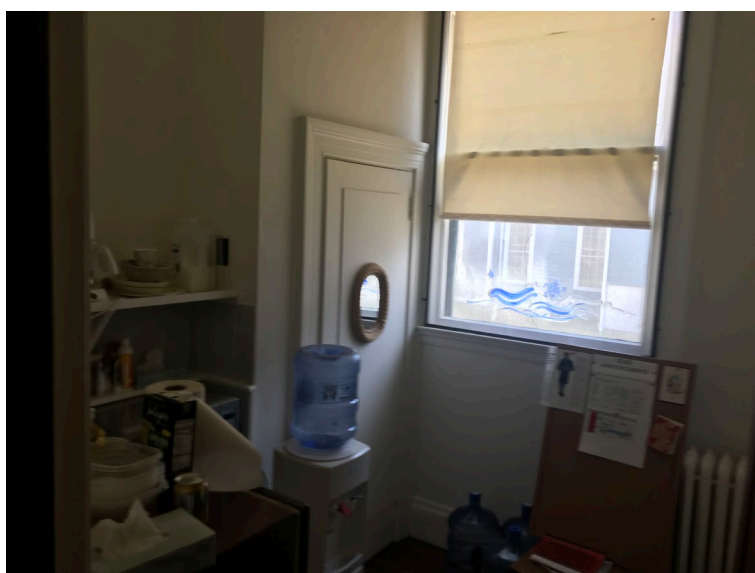
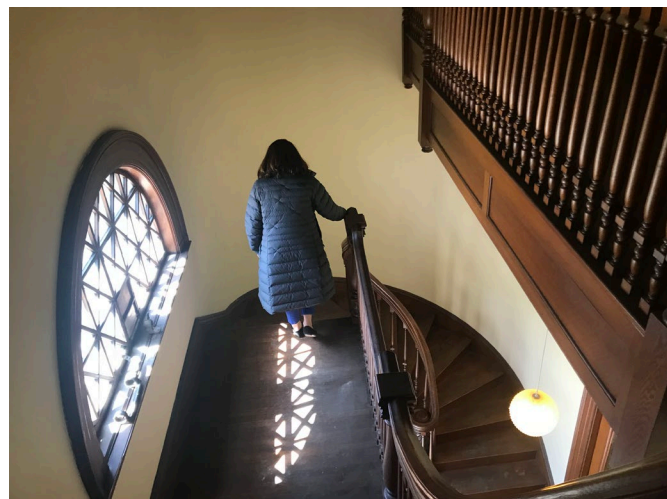
Factors rated “Inadequate” include:

- The Children’s and Teen collection/area need more color and energy.
 - Minimal interactive elements
 - Space is not zoned for ages 0-18
- The Adult collection/area
 - Comfortable seating is worn
 - The space is overcrowded in some areas with the collections
 - The hard cover book collections need weeding to make better space for popular items
 - The workspaces for patrons are limited in number, size, and flexibility
 - There are no collaboration spaces
 - Wiring and access to power is inadequate
- Entry points are cold, and unwelcoming. Doors are heavy and unwieldy.



Factors rated “Poor” include:

- The entrance is not handicapped-accessible
- Book drop access is inconvenient for patrons, far from parking, and isn’t drive-up accessible
- Parking: there is no parking lot
- Noise management – the Adult area is really one big area without any noise management
- No quiet study areas, dated/uncomfortable chairs, dark, no meeting or study rooms
- Book stack area is not ADA accessible
- No ADA accessible space that can accommodate more than 50 people exists
- There’s little to no helpful signage
- Single public restroom is not accessible and is dated and inadequate for those that can access it
- Staff Considerations: storage space is limited
- Staff members need a proper space for meals and quick breaks. The existing staff break room is in poor condition due to water infiltration, old furnishings, exposed pipes, and worn out cabinetry.



PREVIOUS FACILITY PLANNING EFFORTS

As a first step in developing a plan for the future of the Ramsdell Library, the GBL Library Administration and Board contracted with Kimberly Bolan Cullin in 2018 to:

- Conduct a multi-day onsite visit to GBL that included a walkthrough of the facility as well as meetings with administration, board members and staff.
- Conduct community input through a number of group forums to discuss the current and future of the Ramsdell Library.
- Conduct an online survey of the community to gather information on what the community wants and needs from the library with specific focus on the Ramsdell/Housatonic location.
- Complete collection, demographic, and space needs analysis.
- Create a report to summarize the needs of the community and present a recommended direction for the future of the Ramsdell Library location.

Accomplishing the previously mentioned tasks required a thorough understanding of 21st Century Public Libraries, the community's current library needs, and the expectations and likely needs of the community into the future. This included researching and analyzing the Library's usage and observing and understanding how the current library spaces are being used as well as how people *desire* to use the space. This knowledge became the basis for the resulting recommendations that outline how the Ramsdell Library should be updated and evolved to meet its community's needs.

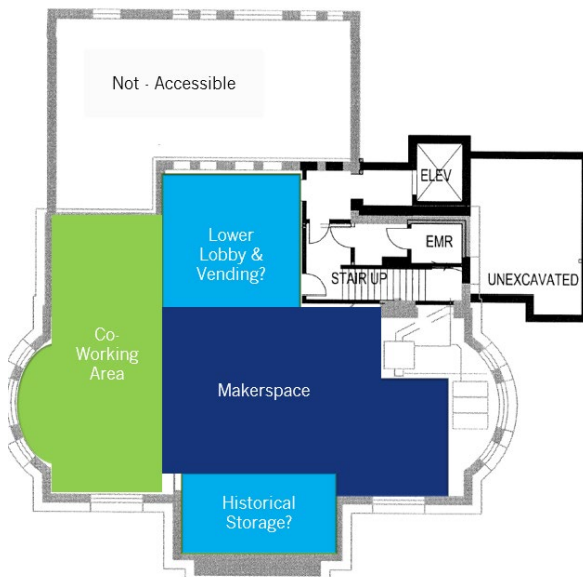
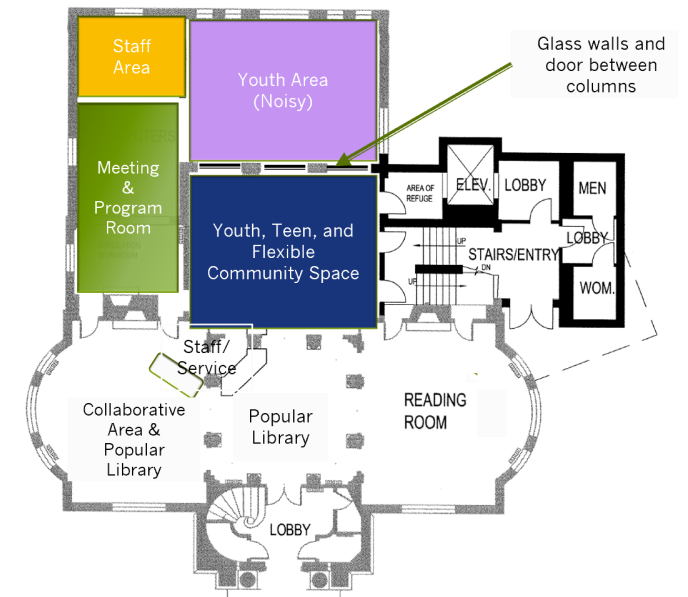
The data and information gleaned from all these activities helped to set the stage for optimal reprogramming of the current space for greatly improved access and use by the community. The recommendations outlined in this report presented ideas and strategies for creating a thriving 21st Century Library Facility that:

- Uses proven public library best practices,
- Makes the library accessible to everyone in the community,
- Assists in streamlining workflow and optimizing staffing,
- Demonstrates accountability as stewards of taxpayer dollars,
- Supports the goals outlined by the library staff, board members, and the community.

The report and recommendations that resulted from this process were presented to the community for feedback. The response from the community was very positive, leading the Great Barrington Libraries Board of Trustees to commence with furthering this work and moving forward with the more formal building program developed here. The copies of the report and presentation are available from the Library.

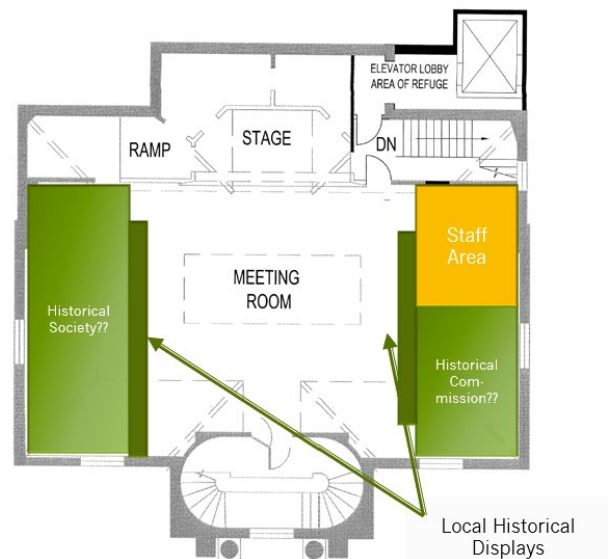
This report outlined the following space utilization concepts:

Main Floor:



Lower Floor:

Upper Floor:



STAKEHOLDER INPUT

As a part of the previous building analysis in 2018, community input was sought on the future of the Ramsdell Library. Given the relative timeliness of that input and to keep the budgetary impact of this building program as low as possible, this input was also used to develop the current building program. The same is true for the online community survey that was conducted. The full summaries of those two-engagement processes are found in Appendix A and B.

Community's Vision for the Library

Feedback from the community focus groups and surveys indicated that people want the Ramsdell Library to stay open and be a warm, inviting space with a variety of comfortable seating. They want the Library to remain in its current location and continue evolving as the clear “hub” of the community. Making the building accessible to all via ADA compliance is critical to the community. They would love to see it be a regional destination with its charm and its resources. Spaces for small and large meetings were ranked as high priority, along with space that supports the use of technology and personal devices, a more engaging children's space that is more interactive and has more sound isolation from adult areas. Flexible space for teens is also desired.

Unmet Needs & Opportunities

Housatonic has no other remaining public gathering spaces, so the Ramsdell Library is critical to the community as a place to gather formally and informally. Making public meeting space(s) accessible and equipping them with updated technology is critical. In addition, collaboration, co-working, and creativity spaces are desired by residents. An abundance of power outlets or charging stations for devices; adequate lighting and seating; modern and accessible restrooms; outdoor gathering space; and adequate accessible parking are also elements that are high on the list of needs for the community.

ARCHEOLOGICAL SURVEY

The Public Archaeology Laboratory, Inc., 26 Main Street, Pawtucket, RI 02860 (PAL) was contracted to do an initial archaeological assessment of the Ramsdell Library site. This assessment determines if the site is likely to be in an archeologically sensitive area that requires further examination and archaeological study. PAL's initial due diligence study has identified the Library to likely be in a sensitive area and a deeper archaeological site study and core sampling would be required to ascertain if site and construction work as part of a renovation would be permissible or if mitigation efforts would be required before construction could commence. This due diligence report is captured in Appendix D. PAL provided a cost proposal for doing this next step in the archaeological survey, with costs coming in around \$10,000. This study if performed is required to be done when the ground around the Library is NOT frozen.

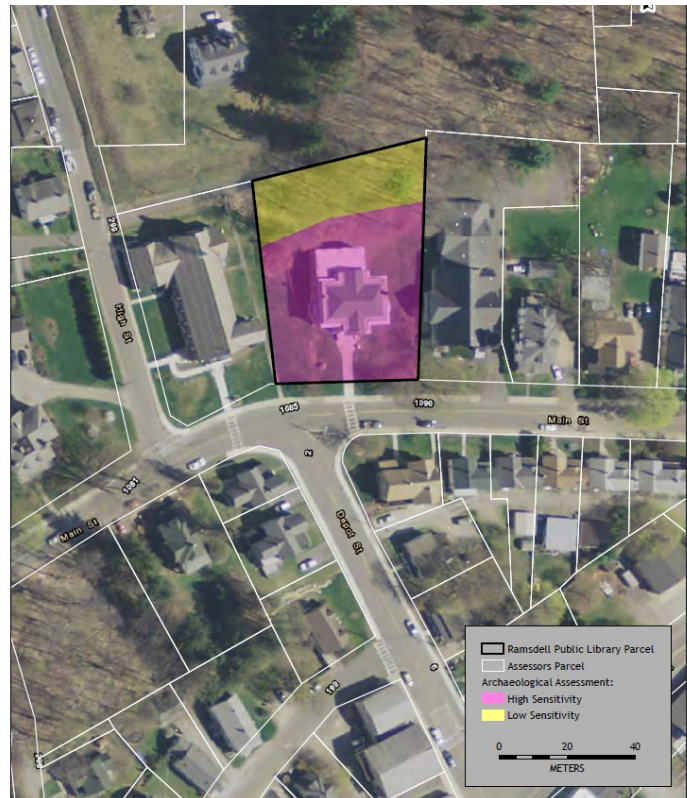
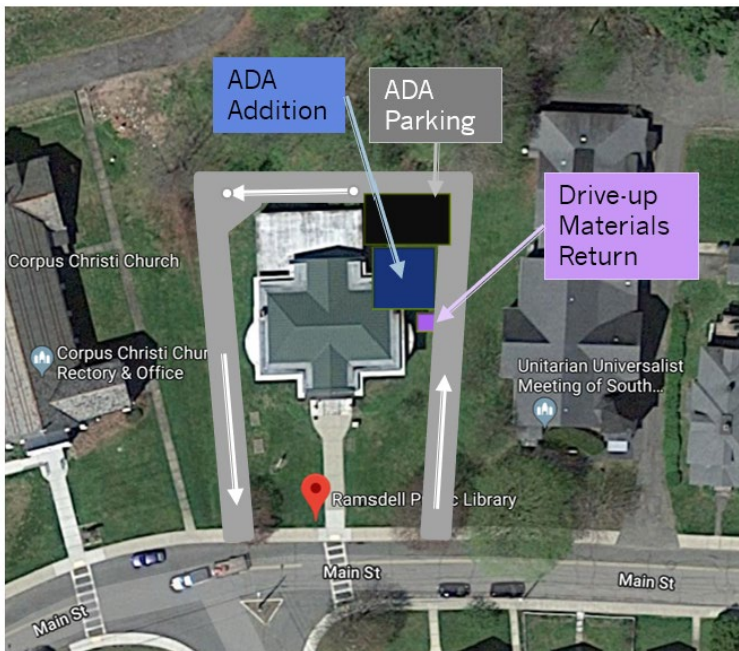


Figure 3. Aerial overview of the Ramsdell Public Library Project showing archaeological sensitivity.

PARKING AND SITE STUDY

Foresight Land Services, 1496 West Housatonic Street, Pittsfield, MA 01201 did a high-level assessment of the Ramsdell site for the implementation of parking and a driveway. Marc Volk, VP and Project Manager, did an in-person assessment of the site and looked at site documentation. Their preliminary estimation is that a driveway up the east side of the building would be possible, with parking positioned right behind the current building and

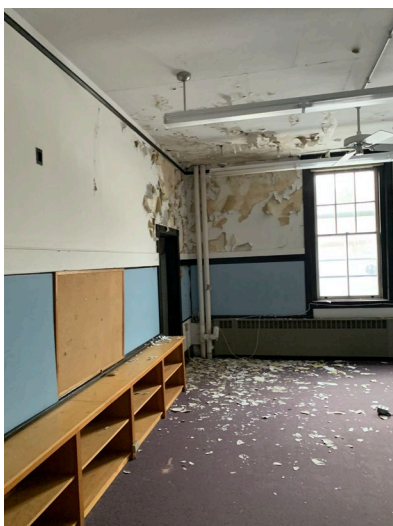


where an addition for grade level access and elevators would likely be positioned. The hill currently behind the Library would need to be “cut into” but he foresaw no issues with being able to accomplish that. Marc also suggested that to simplify the drives and access to the parking that the drive could be continued in a one-way direction back along the west side of the Library to the street. This would also make the addition of a drive-up materials drop box simpler given one-way traffic flow. This driveway on the west side of the building might also allow an option for a few “parallel” parking spaces to be added along the building. These would most likely be non-ADA access spots.

ALTERNATIVE SITE OPTIONS

Former Housatonic School Building

A former public-school building in the village of Housatonic has been sitting empty for some time now. It was evaluated as an alternative to renovations to the Ramsdell Library building. The overall footprint of the building is significantly larger than the current Library, but the condition of the structure is very poor. Several areas of the building are roped off due to flooring being unstable and ready to collapse.



The former school building also shares the same problem that Ramsdell has with having no floor on grade, so a similar investment in a grade level addition with elevator and likely also ADA compliant bathrooms would have to be made to this building. The HVAC systems here look to be in very poor shape and given its larger size, bringing those systems up to an opening standard would be higher cost than any upgrades required at Ramsdell. Given this, the total costs of utilizing this building as library in lieu of the Ramsdell Library would be significantly higher given the equal investment in adding ADA access and the additional structural remediation that would be required at a minimum. In addition to all of this, the floor plan of the building would be less than an ideal as a library from a layout and space allocation standpoint. All of this adds up to this former school building being a very poor fit as an alternative to the just renovating the Ramsdell Library.

Shovel Ready Empty Lots

There are no available shovel ready empty lots in the immediate Housatonic village area. If one became available construction and site development costs of an equivalently sized building would be in the \$2,500,000 to \$4,000,000 range plus site acquisition costs. This is far higher than even the highest cost expectations of a renovation to the Ramsdell Library.

Other Existing Structures

Great Barrington Libraries - Ramsdell Library Building Program

There is only one property in the Housatonic area currently on the market. It is an industrial building, and which would not be an ideal option for adaptation to a library. In addition, the cost of the building plus the renovations required to make the building suitable as a library would certainly exceed the costs of the recommended improvements at the current Ramsdell Library.

414 Park St N, 6,000 SF Vacant Industrial Building
\$525,000 (\$88/SF)

<https://www.loopnet.com/Listing/414-Park-St-N-Great-Barrington-MA/15374551/>



Estimate for the cost of improvements: 6,000 SF X \$150-250/sq. ft. = \$900,000 to \$1,500,000 plus site improvements for parking \$300,000 to \$600,000

Total Cost Estimate with site acquisition: \$1,700,000 to \$2,600,000

HISTORICAL SOCIETY AND HISTORICAL COMMISSION

The original 2018 assessment project noted that an issue needing to be resolved in the planning of the Ramsdell Library was the use of the Library by both the local Historical Commission and Historical Society. These two entities currently occupy the entire upper floor. The 2018 plan suggested that space be allotted on that upper floor for usage by those two entities but that the main space be shifted back to library purposes as a meeting and programming space. Some conclusions to the final arrangements and covenants of space usage by these organizations must be reached. This program continues to follow the 2018 guidance on allocating some space to these organizations, but this is more of a place holder than anything.

SPACE DESCRIPTIONS & REQUIREMENTS

The building program and space requirements presented here evolved throughout this 2-year process and reflect best practices for 21st Century Public Libraries. The final breakdown of areas includes each of the major service areas within the Ramsdell Library.

The following information is arranged into these sections:

- A. Functional Areas Summary
- B. Functional Areas Detail
- C. Adjacency Chart

A. Functional Areas Summary

Space	Space No.	Est-SF
ADA Compliant Entry and Restrooms	Space S.1	350-500 SF
Popular Library & Customer Service & Traditional Entrance	Space S.2	475-575 SF
Adult Area (Collection, Seating, Collaboration, Computing)	Space S.3	575-650 SF
Quiet Area / Periodicals / Collections	Space S.4	575-650 SF
Children's Area	Space S.5	625-700 SF
Flexible All Ages / Teen Area	Space S.6	625-700 SF
Staff Office / Work Area	Space S.7	175-200 SF
Medium Sized Meeting / Program Room	Space S.8	450-600 SF
Staff Lounge / Break Room	Space S.9	175-200 SF
Large Meeting Room with Stage & Storage	Space S.10	975-1,300 SF
Historical Society and Historical Commission Areas	Space S.11	650-800 SF
Historical Storage	Space S.12	200-250 SF
Maker/Creativity Lab, Collaboration/Co-Working, & Vending	Space S.13	1,125-1,500 SF
APPROXIMATE TOTAL NET SQUARE FOOTAGE NEEDS:		7,500 – 8,500*
<i>*Interior dimensions only, does not include non-assignable spaces, mechanical systems, etc.</i>		

B. Functional Areas Detail

Space S.1 – ADA Compliant Entry and Restrooms

350-500 SF

Function:

This area would be part of a new addition to the Library. With entrance set on grade offering full ADA compliance and ideally seeking to meet the goals of Universal Design (a higher accessibility design standard evolved from ADA requirements). This addition would also most likely include multiple new compliant restrooms, most likely in the form of gender neutral “family-style” restrooms. This addition will also house an elevator with access to all three of the existing floors of the building.

The area would also function as a small lobby, perhaps with display cases or room for a piece of display furniture.

Occupancy:

The area will be a flow through area so all occupancy will be transient.

Furniture, Equipment, and Technology:

Item	Quantity Needed	Additional Notes / Description
Wireless access for maximum flexibility of library technologies and staff using portable devices, etc. Plus, readily available power access.		

Spatial Relationships:

Adjacent to: Accessible Parking, Elevator

Architectural and Engineering Needs:

Acoustics: Traffic in and out of the area will be high at times, but this is a non-work area which should be mostly isolated from the rest of the Library. The primary acoustical considerations are probably containing the sounds from the restrooms.

Heating/Cooling/Air Quality: As an entrance heating and cooling will have certain challenges. Keeping the restrooms warm in the winter will be a key consideration, in addition to having effective ventilation.

Electrical: Provide ample power outlets

Data Wiring/Cabling: Wireless access and one data drop for potential future digital signage.

Lighting: Appropriate lighting for an entrance space.

Finishes: As an entrance, flooring choices will be critical. Walk off flooring or mats should be present. Choices should be easy to clean and stand up to traffic coming immediately from outdoors where water, dirt, and salt are likely to be present.

Space S.2 – Popular Library, Customer Service, & Traditional Entrance**475-575 SF****Function:**

This area will serve as the main service area for the Library. It will be a popular space that contains the newest materials and is home to the primary staff service point. It will also maintain the original (traditional) entrance from the street.

The information service desk will be part of this space. All functions related to customer service will occur at this location including patron assistance with reference questions, library registration, assistance with library accounts, and checking out library materials. Staff will be monitoring the Library from this location when they aren't roving, so the desk needs to be visually prominent and have good sight lines into as much of the main level as possible.

A self-check station may be located in this area. Staff should have easy access to these stations to assist library users with checking out materials. In addition, shelving to accommodate self-serve holds will be incorporated into the area.

Other elements of the service area will include an internal book drop, a small business center consisting of a multi-function copier, fax, scanner system should be included.

A display kiosk for the Friends of the Library, and display spaces for fliers, public art, etc. are also desired in addition to a flat panel monitor/digital signage to display information about new materials, programs, etc.

Occupancy:

Public occupancy for the entire area will vary depending on time of day and what's occurring in the Library. It will be a very active area.

The service desk should accommodate up to 2 staff persons.

Furniture, Equipment, and Technology:

Item	Quantity Needed	Additional Notes / Description
Service Desk that can accommodate 2 people with 2 computer workstations, 2 scanners, 2 receipt printers, and 1 printer	1	Service point should be relatively compact and modular, allowing the option to be relocated in the future. This desk should also have some storage for fliers and basic office supplies, etc. This should not be a traditional built-in, custom millwork piece.
Ergonomic task chairs	2	
Self-check stations	1	Located conveniently near the Service Desk and easily accessed by staff and the public.
Combination of low open shelving and closed cabinetry located behind the desk	TBD	To house a small collection of ready reference materials and other circulation and informational materials.

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Secure Laptop and Portable Device Storage	1	Need space for storage of circulation laptops and other devices. These may be incorporated into the cabinetry above or exist as a standalone option.
Shelving to accommodate self-serve holds	Enough to accommodate at least 200 items	This shelving could be freestanding, or perimeter/wall mounted. If freestanding, it should be no higher than 66". If perimeter/wall mounted it could be 78".
Internal Book Return	1 return	It should be near the Service Desk and could be a part of the desk.
48" flat panel monitor for advertising new materials, programs, events, etc.	1	
Business Center to include 1 multi-function machine copier/scanner/fax		This should be near the Customer Service Area.
A variety of retail merchandising shelving/display to house new books and all audiovisual collections. A combination of freestanding and wall mounted/perimeter shelving may be used.		Freestanding shelving for new books and audiovisual shelving should be on lockable casters and no higher than 60" h. If perimeter/wall mounted it could be up to 78" H.
Online Public Access Station	1	
Friends Book Sale Kiosk (Optional)	1	Should be an attractive, moveable kiosk used for displaying daily book sale items. This should be near the Customer Service Area, but may also reside in a lobby or near an entrance.
Literature/Display Rack	1	For fliers, etc.
Wireless access throughout the space for maximum flexibility of library technologies, staff and public using portable devices, etc.		
Standard, recessed flush floor-mounted and wall-mounted communications and power outlets to support electronic equipment located here, charging of personal devices, and future equipment moved here from another part of the Library.		

Spatial Relationships:

Adjacent to: Main entrances

Close to: The elevator

Environmental and Engineering Needs:

Acoustics: This is a high traffic area that will be a busy space serving many various users.

Heating/Cooling/Air Quality: The ability to manage temperature control is essential for this area. It will be near the existing entrance which is likely to still be used by able bodied users.

Electrical: Provide ample power outlets along the walls and in the floor to provide maximum flexibility for this space.

Data Wiring/Cabling: Should have wireless access and be fully wired for data and telecom connectivity.

Lighting: Daylighting and appropriate artificial lighting for function as well as to create a warm and welcoming ambience.

Finishes: Since this is a high traffic area, flooring materials should be selected for its long-term durability characteristics. Most likely this area will remain in the where it currently is which is has a historic mosaic tile floor.

All furnishings should be attractive, up-to-date, and easily moveable. Related finishes should be durable, stain resistant and easily cleaned but also match the historic aesthetic as closely as possible.

Space S.3 – Adult Area (Collection, Seating, & Collaboration)

575-650 SF

Function:

This area will serve as the primary adult area in the Library. The space should support functions such as individual research, computing and technology use as well as small group collaboration. This area will also house a large portion of the adult collections. It will be a high-use, active space.

Occupancy:

Public occupancy for the entire area will vary depending on time of day and what's occurring in the Library. It will be a very active area.

Furniture, Equipment, and Technology:

Item	Quantity Needed	Additional Notes / Description
A combination of freestanding double-sided shelving and single-sided wall mounted/perimeter shelving may be used.	TBD	See the Space Requirements Summary for details. Freestanding shelving for new books and audiovisual shelving should be no higher than 60"H, preferably on casters. All perimeter shelving can be 78"H or 84"H as needed for capacity.
2-seat tables with chairs	3 to 5 tables with 6 to 10 chairs	All furniture should be attractive, up-to-date, and easily moveable (on lockable casters) as well as durable, stain resistant and easily cleaned. 2-seat tables can be pushed together to make larger tables for 4+. Four-seat tables are not recommended as they limit the flexibility of the

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		space and maximum use by patrons.
Lounge seating	2-4 seats	Include a variety of lounge seating. All seating should be attractive, up-to-date, and easily moveable as well as durable, stain resistant and easily cleaned.
Furniture and technology to accommodate adult use of portable devices (e.g., laptops, iPads, etc.) but should also have a least 1 fixed desktop station which should be ADA accessible.	As needed	Primary computer usage in the Library will be through personal laptops or laptops borrowed from the Library. At least 1 ADA compliant desktop station should still be present.
Wireless access throughout the space for maximum flexibility of library technologies, public and staff using portable devices, etc.		
Standard, recessed flush floor-mounted and wall-mounted communications and power outlets to support electronic equipment located here, charging of personal devices, and future equipment moved here from another part of the library.		

Spatial Relationships:

Adjacent to: Customer Service Area

Environmental and Engineering Needs:

Acoustics: This is a high traffic area that will be a busy space that serves a large number and variety of library users. Wall, ceiling and floor surfaces should be sound absorbing, including carpet tiles where appropriate, acoustical wall panels could be added as needed. Goal is primarily to dampen noise transmission to other areas of the library.

Heating/Cooling/Air Quality: The ability to manage temperature control is essential for this area.

Electrical: Provide ample power outlets along the walls and in the floor to provide maximum flexibility for this space.

Data Wiring/Cabling: Wireless access and fully wired for data and telecom connectivity.

Lighting: Daylighting and appropriate artificial lighting for function as well as to create a warm and welcoming ambience.

Finishes: Since this is a high traffic area, flooring materials should be selected for its long-term durability characteristics. Carpet tile is recommended if choosing a carpet option. The flooring should complement inviting and comfortable characteristics of the space.

All furnishings should be attractive and up-to-date, and easily moveable. Related finishes should be durable, stain

resistant and easily cleaned but also match the historic aesthetic as closely as possible.

Space S.4 – Quiet Area / Periodicals / Adult Collections

575 - 650 SF

Function:

This area will serve as the primary “quiet” space in the Library, though with an open building it is not promised to be always quiet. The space should support functions such individual study and reading. This area will also house periodicals and a good portion of the adult collection. It will be a medium- to high-use space.

Occupancy:

Public occupancy for the entire area will vary depending on time of day and what’s occurring in the Library. It will be a very active area.

Furniture, Equipment, and Technology:

Item	Quantity Needed	Additional Notes / Description
Magazine Shelving	TBD	For maximum flexibility, it is recommended that standard flat shelving with mag boxes or a similar product be used. Only the current issue and 1-year backfile should be retained.
A combination of freestanding double-sided shelving and single-sided wall mounted/ perimeter shelving may be used.	TBD	See the Space Requirements Summary for details. Freestanding shelving should be no higher than 60”H, preferably on casters. All perimeter shelving can be 78”H or 84”H as needed for capacity.
2-seat tables with chairs	2 tables and 4 chairs	All furniture should be attractive, up-to-date, and easily moveable (on lockable casters) as well as durable, stain resistant and easily cleaned. 2-seat tables can be pushed together to make larger tables for 4+. Four-seat tables are not recommended as they limit the flexibility of the space and maximum use by patrons.
Lounge seating	3-5	All seating should be attractive, up-to-date, and easily moveable as well as durable, stain resistant and easily cleaned.
Occasional Tables	1 - 2	
Wireless access throughout the space for maximum flexibility of library technologies, public and staff using portable devices, etc.		
Standard, recessed flush floor-mounted and		

wall-mounted communications and power outlets to support electronic equipment located here, charging of personal devices, and future equipment moved here from another part of the library.		
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Spatial Relationships:

Separate from: Noisy spaces as well as possible

Environmental and Engineering Needs:

Acoustics: Because this is a designated quiet space, wall, ceiling, and floor surfaces should be sound absorbing, including carpet tiles where appropriate, acoustical wall panels and ceiling tile. In addition, strong consideration should be given to a sound masking solution (pink/white noise) to give the area a “quieter” feel.

Heating/Cooling/Air Quality: The ability to control temperature is essential for this area.

Electrical: Provide ample power outlets along the walls and in the floor to provide maximum flexibility for this space.

Data Wiring/Cabling: Wireless access and fully wired for data and telecom connectivity.

Lighting: Daylighting and appropriate artificial lighting for function as well as to create a warm and welcoming ambience.

Finishes: Since this is a medium to high traffic area, flooring materials should be selected for long-term durability characteristics. Carpet tile is recommended. The flooring should complement the inviting and comfortable characteristics of the space.

All furnishings should be attractive and up-to-date, and easily moveable. Related finishes should be durable, stain resistant and easily cleaned but also match the historic aesthetic as closely as possible.

Space S.5 – Children's Area

625 - 700 SF

Function:

This area will be a popular destination point for families and will be a focal point for children's services within the building. It will include all children's materials. This will be a high-use, busy space that will often be visited by family groups, with strollers and small children in tow.

Ideally this area is “glassed” off from the rest of the Library to provide sound containment. The area would then be accessed via a glass door between the center columns that separate the back portion of the Library from the middle portion (S.6).

Wall-mounted display boards and/or an art gallery system should also be incorporated to provide a high-profile space for staff to mount attractive exhibits of children's art, crafts or similar high-interest displays. Interactive displays and digital signage should also be incorporated.

The space needs to be safe and secure. In addition to library collections, this area will include interactive elements

that enhance child development, encouraging fine and gross motor development and providing sensory stimulation. A comfortable area for parents should be included that includes read aloud seating. This space needs a comfortable ambience where families can enjoy finding and reading books together.

Occupancy:

Public occupancy will vary depending on time of day and what's occurring in the Library.

This space will be used by children ages 0 through 12 and their families. Higher occupancy is expected before and after story times and after school, in the evenings, and on weekends.

Furniture, Equipment, and Technology:

Item	Quantity Needed	Additional Notes / Description
Shelving/display to house books, audiovisual collections, and magazine display. Most shelving should be perimeter shelving but one or two double side units on casters may also be required.	TBD	All perimeter shelving should be no higher than 66". Freestanding shelving should be on lockable casters and no higher than 48" H.
Child Height Online Public Access Station (optional)	1	
Children's size two-seat tables and chairs	2 tables and 4 chairs	
Parent read-aloud chair and a-half	1	
Child-sized lounge seating	2	
Interactive elements (fine and/or gross motor skill development, etc.)	TBD	A combination of interactives should be selected to meet the varying needs of children ages 0 – 12.
Adult-size two-seat tables and chairs	2 tables and 4 chairs	
Adult-size lounge seating	1	
48" flat panel monitor for advertising new materials, programs, events, etc.	1	
Wall-mounted display boards and/or an art gallery system to display children's art, crafts and similar high-interest displays.	TBD	
Wireless access throughout the space for maximum flexibility of library technologies, staff using portable devices, etc.		
Standard, recessed flush floor-mounted and wall-mounted communications and power		

outlets to support electronic equipment located here, charging of personal devices, and future equipment moved here from another part of the Library.		
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Spatial Relationships:

Adjacent to: Medium Sized Program / Meeting Room

Environmental and Engineering Needs:

Acoustics: This is a high traffic area that will serve ages 0 – 12 as well as their parents and caregivers. Wall, ceiling and floor surfaces should be sound absorbing, including carpet tiles where appropriate, acoustical wall panels and ceiling tile. Small children and their parents will gather here to find books, read aloud and engage in the interactive elements. This area will inevitably be a source of noise and should be designed to contain noise as much as feasible. Wall, ceiling and floor surfaces should be sound absorbing, including carpet, acoustical wall panels and ceiling tile. If glassing off/acoustically separating this area from the rest of the Library is not possible then even more attention should be paid to acoustic options and finishes that will limit how much sound is reflected and transmitted out to the rest of the library.

Heating/Cooling/Air Quality: The ability to manage temperature control is essential for this area.

Electrical: Provide ample power outlets along the walls and in the floor to provide maximum flexibility for this space. All outlets should also have safety covers appropriate for a children's area.

Data Wiring/Cabling: Wireless access and fully wired for data and telecom connectivity.

Lighting: Lighting should be over stacks either parallel or perpendicular to the stacks as long as the required lighting level is achieved. It is crucial that sufficient lighting reach the bottom shelf of each book stack. Ambient lighting such as pendant lamps, etc. is also encouraged to add a welcoming feeling to this space. The Early Literacy Area should be bright with indirect but high lighting.

Finishes: Since this is a high traffic area, flooring materials should be selected for its long-term durability characteristics. Carpet tile is recommended. The flooring should complement the inviting and comfortable characteristics of the space. All furnishings and shelving should be fun and inviting as well as ergonomically sound and appropriate for children ages 0 - 12. All furnishings should be attractive and up-to-date, and easily moveable. Related finishes should be durable, stain resistant and easily cleaned but also match the historic aesthetic as closely as possible.

Space S.6 – Flexible All Ages / Teen Area

625-700 SF

Function:

This space will seek to be a flexible space, capable of serving all ages, but with the intent of being a particular draw to teen users. It will need to strike a tricky balance of space assignment and aesthetic to be attractive to teens but also feel welcoming to other users (younger and older). This area will house the Library's collection of new teen books, teen fiction, teen magazines, and graphic novels. It also may need to house any overflow of adult materials that exceeds the capacities of areas S.3 and S.4. Adding to the difficulties of this

space is that library patrons who enter via the new ADA accessible entrance will arrive on the main floor adjacent to this space and will transverse this space on their way to other areas of the library.

This area should include a variety of flexible (i.e., easily moved and reconfigured) seating to accommodate the various activities. Ample and easily accessible power should be available throughout the space so technology can be used and personal devices (e.g., cell phones, etc.) can be charged.

Ideally, there needs to be adjacency and a line of sight into this space from the Service Point.

Occupancy:

This space will be used by people of all ages. Public occupancy will vary depending on time of day and what's occurring in the library. Higher occupancy is expected after school, in the evenings, and on weekends.

Furniture, Equipment, and Technology:

Item	Quantity Needed	Additional Notes / Description
A variety of shelving/display to house new teen books, teen fiction and paperbacks, teen magazines, and teen graphic novels. A combination of freestanding and perimeter wall-mounted shelving may be needed.	TBD	Freestanding shelving should be no higher than 60-66" H, depending on manufacturer. Perimeter shelving can be either 78"H or 84" H as needed for capacity.
Adult-size two-seat tables and chairs.	2-3 tables, with 4-6 chairs	
Adult-size lounge seating	2-3	
A variety of shelving/display to house upper level fiction, nonfiction and graphic novels. A combination of freestanding and perimeter wall-mounted shelving may be needed.	TBD	Freestanding shelving should be no higher than 60-66" H, depending on manufacturer. Perimeter shelving should be no higher than 78"H, but 66"H is ideal.
Wireless access throughout the space for maximum flexibility of library technologies, patrons using their own devices, etc.		
Standard, recessed flush floor-mounted and wall-mounted communications and power outlets to support electronic equipment located here, charging of personal devices, and future equipment moved here from another part of the library.		

Spatial Relationships:

Adjacent to: For supervision and security purposes when the area isn't supervised, this area should be close to a

main staff service point or a staff office/area.

Environmental and Engineering Needs:

Acoustics: Teens and users of all ages will gather here to study, read, socialize, collaborate, and engage. This area will inevitably be a source of noise and should be designed to contain noise as much as possible. Wall, ceiling and floor surfaces should be sound absorbing, including carpet, acoustical wall panels and ceiling tile.

Heating/Cooling/Air Quality: The ability to control temperature is essential for this area.

Electrical: Provide ample power outlets along the walls and in the floor to provide maximum flexibility for this space.

Data Wiring/Cabling: Wireless access and fully wired for data and telecom connectivity.

Lighting: Lighting should be over stacks either parallel or perpendicular to the stacks as long as the required lighting level is achieved. This area should be bright with indirect but high lighting.

Finishes: Since this is a high traffic area, flooring materials should be selected for its long-term durability.

All furnishings should be attractive, durable, ergonomically sound and appropriate for BOTH the historic aesthetics of the building and attractive to young adult users in addition to the general population. It is acknowledged that this will be a difficult balance to strike.

Space S.7 – Staff Office / Work Area

175-200 SF

Function:

This area includes staff desks for 2 to 3 staff members. Staff will use their individual areas to do collection development, plan programs and services, prepare for programs, make phone calls, write reports, etc. In addition to serving as individual workspace, this area will also serve as a general work area.

Occupancy:

2 to 3 staff members will occupy this space

Furniture, Equipment, and Technology:

Item	Quantity Needed	Additional Notes / Description
Desk system with storage that can accommodate a computer, printer, telephone, and basic supplies and files.	2-3	
Ergonomic task chair	2-3	
Appropriate storage as needed and fits within the space		
Wireless and wired access for maximum		

flexibility of library technologies and staff using portable devices, etc.		
Standard, recessed flush floor-mounted and wall-mounted communications and power outlets to support electronic equipment located here, charging of devices, and future equipment moved here from another part of the library.		

Spatial Relationships:

Adjacent to: No required adjacencies.

Architectural and Engineering Needs:

Acoustics: Acoustical treatment will be important considering that this is both an individual workspace as well as a collaborative area. Traffic and out of the area will be high.

Heating/Cooling/Air Quality: The ability to control temperature is essential for this area.

Electrical: Provide ample power outlets in office/staff work areas.

Data Wiring/Cabling: Wireless access and fully wired for data and telecom connectivity.

Lighting: Appropriate lighting for work areas where people are spending several hours per day in the space. Lighting considerations will be crucial to the success of this workspace.

Finishes: Because this is a medium to light traffic area, flooring materials should be selected for their long-term durability characteristics. The flooring should complement the inviting and comfortable characteristics of the space. All furnishings should be ergonomically sound.

Other Comments:

This area should be securable.

Space S.8 – Multi-functional Medium Program/Meeting Room

450 - 600 SF

Function:

To provide a medium-sized multipurpose program and meeting space for story times up to 20 people and table and chair meetings of up to 15 persons.

Occupancy:

Up to 20 people.

Furniture, Equipment, and Technology:

Item	Quantity Needed	Additional Notes / Description
Flip and nest tables	2-3	
Meeting room chairs (stacking or flip and nest)	15	
Ceiling mounted projector and screen	1 of each	Other potential equipment includes a mobile white board
Wireless access throughout the space for maximum flexibility of library technologies, public and staff using portable devices, etc.		
Standard, recessed flush floor-mounted and wall-mounted communications and power outlets to support electronic equipment located here, charging of personal devices, and future equipment moved here from another part of the library.		

Spatial Relationships:

Adjacent to: Youth Areas

Environmental and Engineering Needs:

Acoustics: Outstanding acoustics appropriate large meetings and programs, performances, lectures, movies, etc.

Heating/Cooling/Air Quality: Ability to control temperature is essential for this area.

Electrical: Provide ample power outlets in the floor and walls.

Wiring/Cabling: Maximum capacity for wireless, cabled connectivity and telecommunication.

Finishes: Flooring materials should be selected for their long-term durability and ease of cleaning. Given this area's likely use for story times, if carpet is not selected, some type of pads or mats will be required for story time attendees. All furnishings should be attractive, comfortable, durable, and easy-to-clean.

Lighting: Daylighting and appropriate lighting for lighted and darkened presentations.

Other Comments:

This room should be technologically advanced as well as very flexible.

Space S.9 – Staff Lounge / Break Room**175-200 SF****Function:**

Provide a comfortable and functional area for staff breaks, meals, relaxation, etc. for all library staff. May also be used for staff meeting space as needed.

The kitchenette in this space MIGHT also serve as a kitchenette for the adjacent large meeting room.

Occupancy:

The occupancy at any given time will range from 1 to no more than 4 persons.

Furniture, Equipment, and Technology:

Item	Quantity Needed	Additional Notes / Description
Adult-size four-seat table and chairs	1 table and 4 chairs	
Adult-size lounge seating	1	
Galley Kitchen Unit	1	Unit should include a sink, two stove top burners, a refrigerator, countertop, a space for a microwave, and cabinetry. Typically, this unit would be 26"D.

Spatial Relationships:

Close to: No specific adjacency requirement

Environmental and Engineering Needs:

Acoustics: This is a low to medium traffic area. Consider additional acoustical control to provide privacy for staff conversations within the space.

Heating/Cooling/Air Quality: The ability to control temperature is essential for this area based on the number of people in the room at any given time.

Electrical: Provide ample power outlets in the floor and walls in all staff spaces.

Wiring/Cabling: Wireless access and maximum capacity for connectivity, telecommunication, and telephone.

Lighting: Need daylighting and appropriate lighting for reading and relaxing.

Finishes: Flooring materials should be selected for their long-term durability characteristics. Chair coverings must be durable, non-stain with washable surfaces.

Other Comments:

This area must be securable.

Space S.10 – Large Meeting Room with Small Stage and Storage**975 - 1,300 SF****Function:**

To provide large multipurpose meeting, programming and event space for up to 80 persons seated theatre style. Given its location on the 3rd floor of the existing building, which is what that area was originally built for, the existing stage and storage areas should likely be maintained.

Occupancy:

Up to 80 people seated theater style.

Furniture, Equipment, and Technology:

Item	Quantity Needed	Additional Notes / Description
Flip and nest tables	TBD	
Meeting room chairs (stacking or flip and nest)	80	
Portable podium	1	
Ceiling mounted short throw projector and ceiling mounted retractable screen	1	Other potential equipment includes mobile whiteboards, a Quality Stereo Sound System and Quality HD Video System and potentially an Assistive Hearing Loop
Wireless access throughout the space for maximum flexibility of library technologies, public and staff using portable devices, etc.		
Standard, recessed flush floor-mounted and wall-mounted communications and power outlets to support electronic equipment located here, charging of personal devices, and future equipment moved here from another part of the library.		

Spatial Relationships:

Adjacent to: No requirements, however adjacent to Staff Lounge to make use of Kitchenette if possible

Environmental and Engineering Needs:

Acoustics: Outstanding acoustics appropriate large meetings and programs, performances, lectures, movies, etc.

Heating/Cooling/Air Quality: Ability to control temperature is essential for this area.

Electrical: Provide ample power outlets in the floor and walls in all staff spaces.

Wiring/Cabling: Maximum capacity for wireless, cabled connectivity and telecommunication.

Finishes: Flooring materials should be selected for their long-term durability and ease of cleaning. All furnishings should be attractive, comfortable, durable, and easy-to-clean.

Lighting: Daylighting and appropriate lighting for lighted and darkened presentations.

Other Comments:

This room should be technologically advanced as well as very flexible.

Space S.11 – Historical Society and Historical Commission Areas

650-800 SF

Function:

Currently the Historical Society and the Historical Commission occupy the full 3rd floor of the building. However, this space is in high demand as a public meeting and program space (as it was originally built and intended for) once the 3rd floor is made accessible with an elevator. Ultimately the Library and local leaders will need to decide if the 3rd floor of the Library is still the best location for these groups. For purposes of this program, space has been set aside for both organizations on the third floor. However, this is a place holder, as this is a decision the community must reach outside of the scope of this programmatic project.

Occupancy:

1 – 3 people in each area is typical

Furniture, Equipment, and Technology:

Item	Quantity Needed	Additional Notes / Description
Furniture and equipment for this space is outside of the scope of this project.		

Spatial Relationships:

No specific adjacency requirements.

Environmental and Engineering Needs:

Acoustics: No special requirements

Heating/Cooling/Air Quality: Ability to manage temperature control is essential for this area; this area should be able to be kept cooler to maintain the resources, ideally averaging 72 degrees all year round, with humidity of no more than 60 percent year round.

Electrical: Provide ample power outlets in the floor, tables, and walls in all public and staff spaces for future re-

purposing and remodeling

Data Wiring/Cabling: Maximum electrical wiring and data cable for flexibility and future re-purposing of spaces as needed.

Finishes: All finishes and flooring should be attractive, comfortable, durable, easily cleaned and maintained, and appropriate to the function of this space.

Lighting: Lighting appropriate for preserving these materials is needed and supporting the work of staff and volunteers working in the area.

Space S.12 – Historical Storage (Hist. Society and Commission)

200-250 SF

Function:

This space will serve as a place for the Historical Society and/or the Historical Commission to store their materials. Since this area is in a basement area and the materials stored here are sensitive in nature, protection from water, moisture, etc. should be incorporated into the design. This should be a separately secured room and should be as sealed off as possible from the rest of the basement. It might require its own independent sump pump with emergency backups, and ideally be sealed off at the ceiling to protect from any water penetration from above. Separate temperature and humidity controls may be required.

High density (collapsible) shelving should also be considered to get maximum storage since the space would only be accessed by trained staff and volunteers.

Occupancy:

This space will be only for storage so any occupancy by staff will be transient in nature.

Furniture, Equipment, and Technology:

Item	Quantity Needed	Additional Notes / Description
High Density shelving	TBD	SpaceSaver shelving or other similar manufacturer

Spatial Relationships:

Adjacent to: No required adjacencies.

Environmental and Engineering Needs:

Acoustics: Acoustics are not an issue for this space.

Heating/Cooling/Air Quality: The ability to manage temperature and humidity is essential for this area.

Electrical: Some power access should be available in this area.

Data Wiring/Cabling: Wireless access

Lighting: Appropriate lighting to support staff/volunteers who are filing or searching for filed materials.

Finishes: This is a non-public storage area so finishes can be focused on what best supports the requirements of the room.

Security: This area must be secured for access by staff and authorized volunteers only.

Space S.13 – Maker/Creativity Lab, Collaboration/Co-Working, & Vending 1,125 - 1,500 SF

Function:

This space will be highly flexible and able to serve a variety of purposes and users. All furnishings should be flexible and easy to move. The space should be focused on day-to-day and year-to-year flexibility in terms of setup and intent. Uses for the space are likely to include maker/creativity functions, digital creativity, co-working/collaborative work, café/vending area, and even a potential program area and meeting space as needed.

This space must be technologically advanced, flexible with adjustable lighting and the ability to black out the space as needed.

Occupancy:

Anywhere from 1 to 25 people will occupy this space at a given time. Individuals, groups, as well as for small classes/programs will use this space.

Furniture, Equipment, and Technology:

Item	Quantity Needed	Additional Notes / Description
Flip and nest tables and chairs	TBD	
Adult lounge seating and occasional tables (half-caster)	TBD	
Collaboration table (with flat panel and technology hookups) and chairs	1 table with 4-6 chairs	Collaboration table should be properly fitted with flat panels and technology hookups for patrons to plug in portable devices to the screen.
Lockable Storage cabinet(s) for equipment	1	
Ceiling mounted retractable (projection screen, black backdrop, green screen)	1	
Maker-table/workbench (on casters)	TBD	
Wall art/display hanging systems		
Wireless access throughout the space for maximum flexibility of library technologies,		

public and staff using portable devices, etc.		
Standard, recessed flush floor-mounted and wall-mounted communications and power outlets to support electronic equipment located here, charging of personal devices, and future equipment moved here from another part of the library. Also, drop-down/pull-down power in key positions to support maker and creativity functions.		

Spatial Relationships:

No special adjacencies required.

Environmental and Engineering Needs:

Acoustics: Wall, ceiling and floor surfaces should be absorptive, including carpet, acoustical wall panels and ceiling tile. Specific attention should be given to preventing sound transmission from above and from this area to upstairs.

Heating/Cooling/Air Quality: The ability to manage temperature control is essential for this area. Attention to the noise level generated by heating and cooling systems is also critical here as loud noise could negatively affect digital creativity activities. The space must have its own thermostat.

Electrical: Provide ample power outlets along the walls and in the floor to provide maximum flexibility for this space. In addition to drop-down power in key areas to support maker and creative functions.

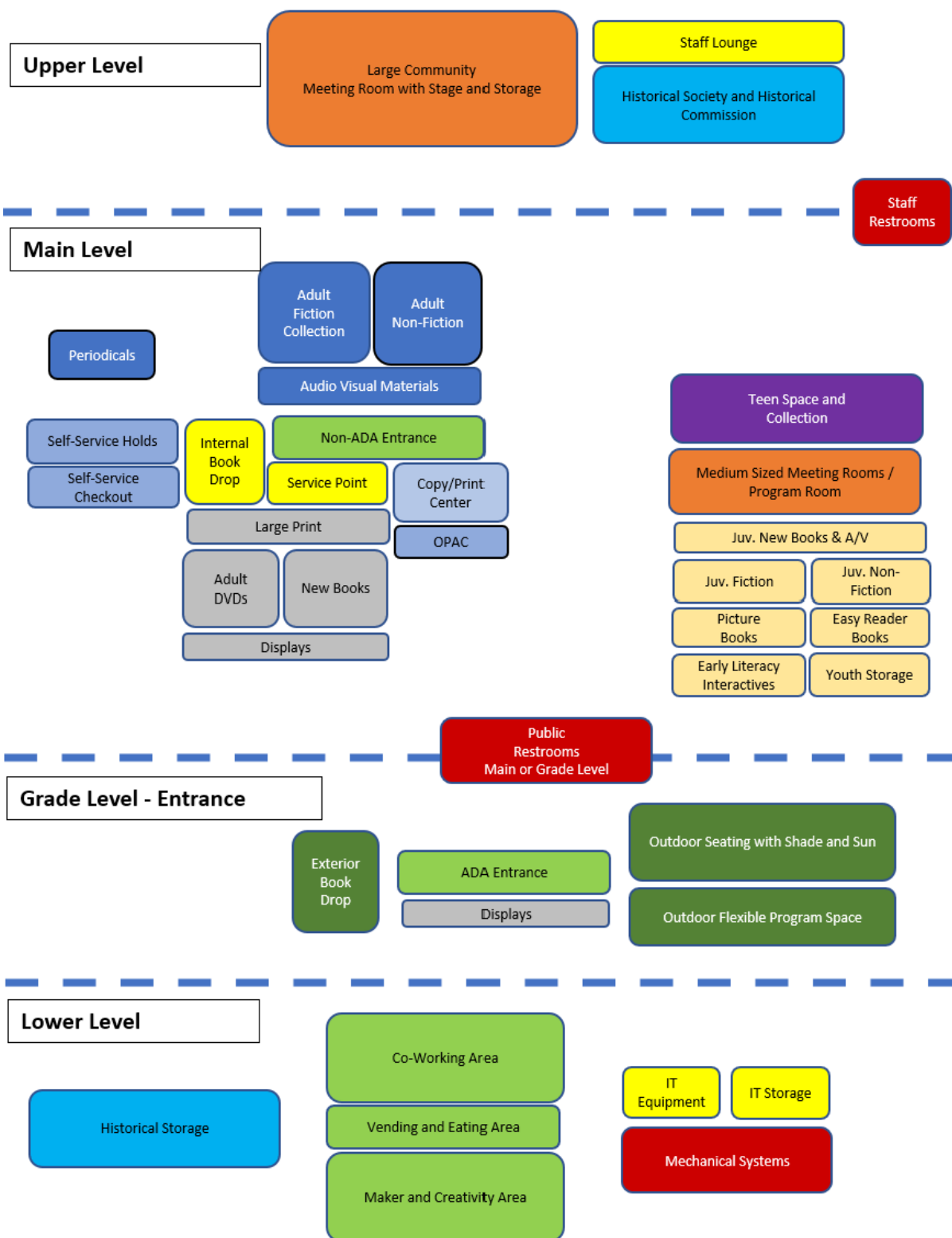
Data Wiring/Cabling: Wireless access and fully wired for data and telecom connectivity.

Lighting: This area should have adjustable lighting. It is imperative that this space have a good mix of direct and indirect lighting in various areas. As this will be in a basement area with limited natural light, creating warm and inviting lighting will be critical.

Finishes: Because this area is in the lower level, and because of the purposes it is serving a more modern approach to furnishings should be considered. Because this is a medium to high traffic area, flooring materials should be selected for its long-term durability characteristics. Carpet tile is recommended for durability as well as acoustics. Flexibility and mobility are key for all furnishings. Everything should be portable, durable and ergonomic.

C: Adjacency Chart for Functional Areas

To provide further guidance to the program the following chart outlines the required and ideal adjacencies within the building. Given the strong preference to stay in the current building. The existing floor levels plus the addition of a grade level have been utilized in the mapping.



FINAL GUIDANCE AND RECOMMENDATIONS

The outcome of the study completed in 2018 was to keep the Ramsdell Library open, renovate it to make it fully ADA accessible, and work with the community to make it the vibrant hub the residents want it to be. That recommendation still seems warranted and the additional investigations completed during the development of this building program further the soundness of those recommendations.

APPENDICES

APPENDIX A: RAMSDELL LIBRARY COMMUNITY DISCUSSIONS (JUNE 2018)

Kimberly Bolan and Associates conducted a series of community stakeholder sessions for the Great Barrington Libraries April 9-11, 2018. Overall, 95 people attended these sessions. The summary of the discussions is listed below. The order of the comments and categories was determined by fit to the page not the importance assigned via the discussions.

General Sentiments:

- Overall, the community supports keeping Ramsdell Library open and expressed that there is a great need for a gathering space (community center) in the village of Housatonic as the village has limited amenities.
- Both Housatonic and GB residents have a sentimental attachment to the Ramsdell building and found it to be an untapped resource.
- Most people agreed that there is no need to duplicate materials and services at both GB Libraries and that a more focused approach at Ramsdell would make it more of a destination for both GB and Housatonic residents.
- Overwhelmingly people understood that ADA accessibility issues at Ramsdell are a major factor in why library usage is low.
- There was general concern over the Historical Society and Historical Commission occupying the upper level and limiting the library's ability to use the space.

Customer Service:

- Many people expressed confusion over knowing when Ramsdell was open and cited that as reason for using Mason and other area libraries with more consistent hours of operation.
 - As a result, many suggested that the library rethink the hours of operation and consider having hours that don't overlap with Mason.
 - Many supported the idea that Ramsdell close whole days and have longer hours on the other days so it can accommodate the community in the evening and later than 3pm on the weekends.
 - Most participants appreciated the libraries decision to reduce hours to be more cost effective but found the current inconsistent with community needs.
- Many participants cited a need for more 24/7 self-service facilities as amenities in the community are limited.
 - Many residents would prefer to be able to pick up holds from Ramsdell as it is more convenient and liked the idea of having 24/7 access to a locker holds system.
 - Several suggested use of the front outdoor space with strong Wi-Fi and nice seating would give the illusion that the library is more accessible to the community even when it is closed.
 - Many expressed a need for community organizations to have access to meeting rooms, copiers and gathering spaces and found the space at Ramsdell to be an ideal location during and after library hours.

Technology & Digital Services:

- Most participants indicated that there is a shocking number of residents that don't have access to Wi-Fi or computers and the library needs to provide stronger Wi-Fi and have more desktops and laptops available.
- There were many complaints about the technology not being current, issues with the existing Wi-Fi and the lack of power and charging ports.

Youth Services:

- Most participants found that the library is doing a good job serving younger children at Ramsdell with its collection and programming. Many mentioned the Saturday morning art program and movie nights as a very popular draw to the library.
- Several people cited that more families are moving into neighborhood around Ramsdell and enjoy having the ability to walk to the library.
- But almost all participants recognized that most families age out at around 9-10 years old and begin to use Mason.
- Some parents of younger children cited that while they love the location of the children's area, they often feel like their children are bothering the adult patrons.
- Most participants found that the space was too small to accommodate all ages.
- The idea of moving the youth area to the back of the library and adding a glass wall between columns to create a dedicated youth area was well received.
- Many felt that the Pre-teens and teens were very much underserved at Ramsdell.
 - Several participants felt that it is important for the library to be open afterschool and into the evening so students can have access to resources, a place to do homework or meet with tutors.
 - It was mentioned that children 9 year-old and older can use Mason library unattended, many felt that parents near Ramsdell could use the library as a gap between the end of the school day and work commitments if there was bus access.
 - In general, all participants felt that catering to this group needed to be a combination of finding a space that teens could feel was their own, targeted programming and marketing efforts.

Adult and Senior Services:

- In general, participants find the building/architecture very charming, but do not find the space allocation and furnishings welcoming.
- Many suggested a need for more flexible furniture, comfortable seating and finding a way to accommodate social spaces and quiet spaces for adults.
- Overall people were open to the idea of using the front half of the building as adult space. Many believed that the large windows and natural light would be more appreciated by the adults and moving the children's area to the back of the building would help with acoustical issues.

Programming:

- In general, most participants felt that Ramsdell could become a destination for Housatonic and GB residents for programs and community events.
- Existing children's art program, cooking classes and movie nights were referenced several times as being very successful.
- Many suggestions were made to tap into the artisan community to offer more art, music and local author programs for all ages.
- Several people referenced that Housatonic is at a disadvantage with unemployment and felt that workforce training and career planning programs would benefit the residents.
- It was suggested that the library offer teen only programs on Friday evening and provide more weekend programming.

Meeting Spaces:

- Overwhelmingly participants acknowledged a community need for both small and large meeting spaces.
- There was interest in developing some small meeting rooms similar to those at Mason for tutoring or for use by telecommuters.
- In general, most participants thought the upper floor should be used as a large meeting room once accessibility was addressed.

Collections:

- In general, all participants felt that the collection was not very easy to browse at Ramsdell and were open to the idea of reducing the size of the collection to make room for other functions.
- Most of the participants were happy to wait a day or two for a title that was being transferred from Mason or CWMARS but the library could do better at promoting this service.
- All groups were excited by the idea of having a bookstore style shelving system with shelving on casters and more face-out display.
- Several participants referenced the extraordinary art book collection and suggested that it be more prominently featured in the library.
- Many discussed featuring other specialty collections: such as, music, cookbooks and Local History specifically Berkshires and Great Barrington.
- It was suggested that the youth collection be expanded to serve the older children and teens.
- It was noted several times that Ramsdell is known for an extensive DVD collection and that it is appreciated by the community.
- Many people indicated that having more access to new books and popular collections would be appreciated at Ramsdell.

Creativity/ Makerspaces:

- Many participants discussed offering an art focused creativity space or studio spaces for the arts.
- Several participants cited the economic conditions in Housatonic as a good reason for the library to develop a makerspace that provided artisan tools and sewing machines.
- In general, many agreed that the lower level would be a great area to incorporate a makerspace once accessibility was addressed.

Other:

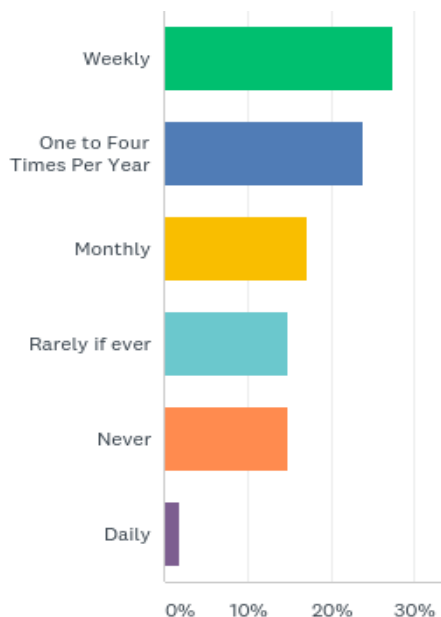
- Many cited that Co-Working spaces happen organically at Mason and felt that a dedicated Co-Working area at Ramsdell would be a benefit to the residents.
- There are many people who work from home, many start-up businesses that cannot afford rent in GB and many seasonal professionals that would use the library more with a Co-working space.
- In addition to addressing ADA accessibility, all participants noted that the heating and cooling systems at the library was a problem at the library citing no air conditioning and inconsistencies in climate control throughout the building in the winter.

APPENDIX B: RAMSDELL LIBRARY COMMUNITY SURVEY (JUNE 2018)

Kimberly Bolan and Associates conducted an online survey from April 2-May 28, 2018. 303 surveys were completed. Below is a compilation of the results from that online survey.

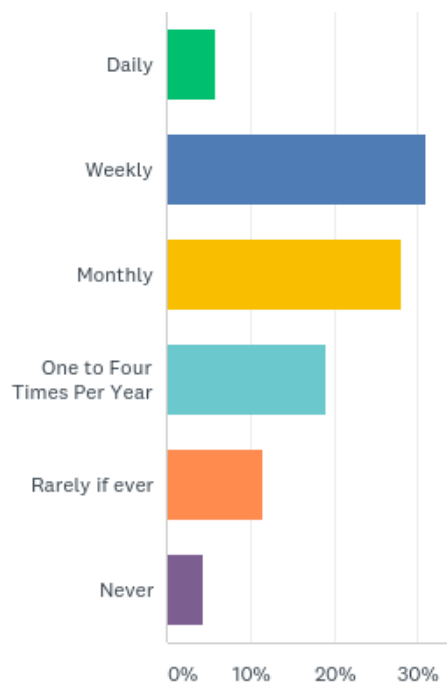
Q1: How often do you visit the Ramsdell Library?

ANSWER CHOICES	RESPONSES
Weekly	27.39%
One to Four Times Per Year	23.76%
Monthly	17.16%
Rarely if ever	14.85%
Never	14.85%
Daily	1.98%
TOTAL	



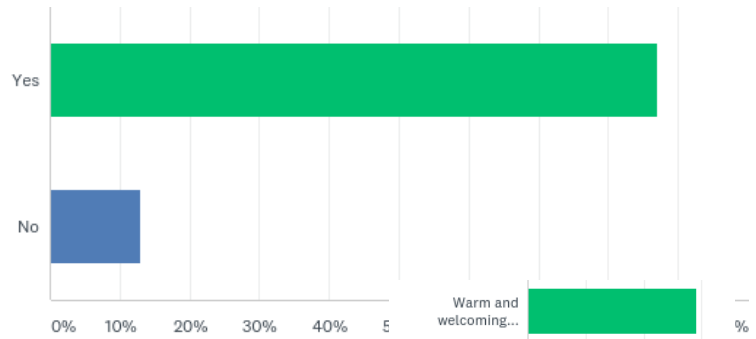
Q2: How often do you visit the Mason Library?

ANSWER CHOICES	RESPONSES
Daily	5.94%
Weekly	31.02%
Monthly	28.05%
One to Four Times Per Year	19.14%
Rarely if ever	11.55%
Never	4.29%
TOTAL	



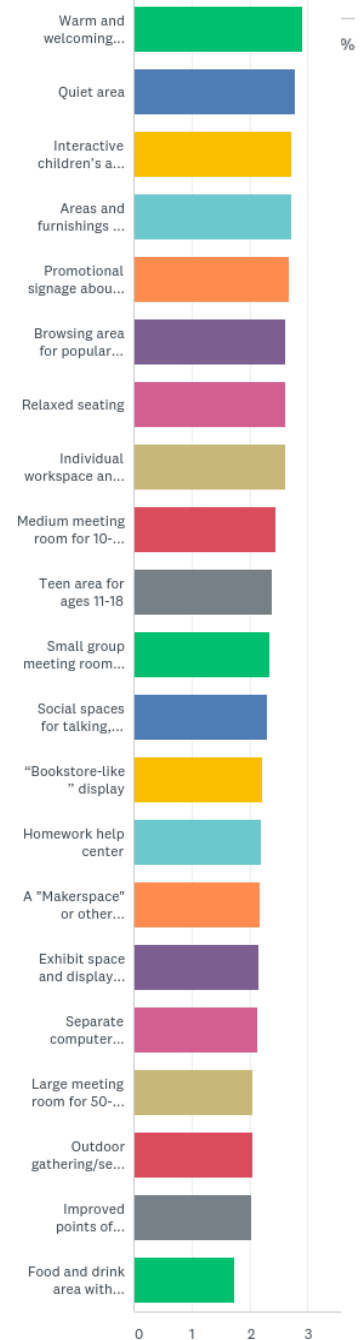
Q3: Do you have a Great Barrington Libraries card?

ANSWER CHOICES	RESPONSES
Yes	87.13%
No	12.87%
TOTAL	



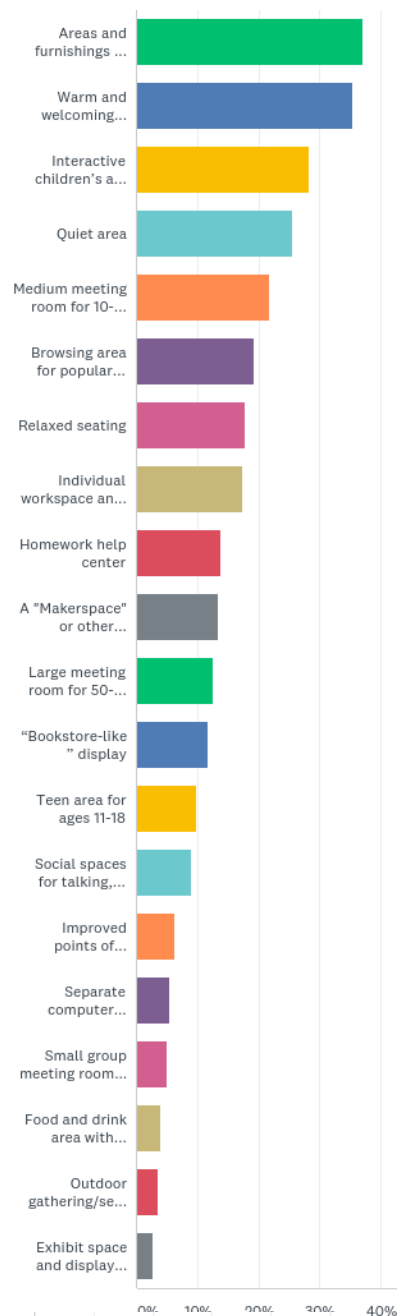
Q4: Please rate the following SPACE needs

	MUST HAVE	NICE TO HAVE BUT NOT CRITICAL	DON'T NEED	DON'T KNOW	WEIGHTED AVERAGE
Warm and welcoming atmosphere	90.55% 230	7.48% 19	1.18% 3	0.79% 2	2.90
Quiet area	79.53% 202	18.11% 46	1.18% 3	1.18% 3	2.79
Interactive children's area for ages 0-10	74.80% 190	14.57% 37	5.91% 15	4.72% 12	2.72
Areas and furnishings for plugging in and using your own technology	74.02% 188	21.26% 54	3.94% 10	0.79% 2	2.71
Promotional signage about upcoming events and services	68.90% 175	28.35% 72	1.97% 5	0.79% 2	2.67
Browsing area for popular materials	64.57% 164	31.10% 79	3.15% 8	1.18% 3	2.62
Relaxed seating	63.78% 162	30.71% 78	3.54% 9	1.97% 5	2.61
Individual workspace and study areas	63.39% 161	31.50% 80	3.54% 9	1.57% 4	2.61
Medium meeting room for 10-30 people	51.57% 131	38.19% 97	7.87% 20	2.36% 6	2.45
Teen area for ages 11-18	46.85% 119	34.25% 87	11.81% 30	7.09% 18	2.38
Small group meeting rooms for 2-4 people	44.49% 113	39.76% 101	11.42% 29	4.33% 11	2.35
Social spaces for talking, small groups, etc.	44.09% 112	37.80% 96	14.17% 36	3.94% 10	2.31
"Bookstore-like" display	29.13% 74	51.18% 130	9.45% 24	10.24% 26	2.22
Homework help center	38.19% 97	32.68% 83	19.69% 50	9.45% 24	2.20
A "Makerspace" or other Creativity Space(s)	29.37% 74	47.62% 120	14.29% 36	8.73% 22	2.17
Exhibit space and display area	27.17% 69	53.54% 136	12.60% 32	6.69% 17	2.16
Separate computer training/instruction area	26.77% 68	55.91% 142	12.99% 33	4.33% 11	2.14
Large meeting room for 50-100 people	27.17% 69	46.46% 118	22.05% 56	4.33% 11	2.05
Outdoor gathering/seating area	19.69% 50	62.60% 159	14.57% 37	3.15% 8	2.05
Improved points of service (e.g. desk locations, self-checkout, etc.)	26.38% 67	35.43% 90	24.02% 61	14.17% 36	2.03
Food and drink area with seating	9.84% 25	49.61% 126	35.43% 90	5.12% 13	1.73



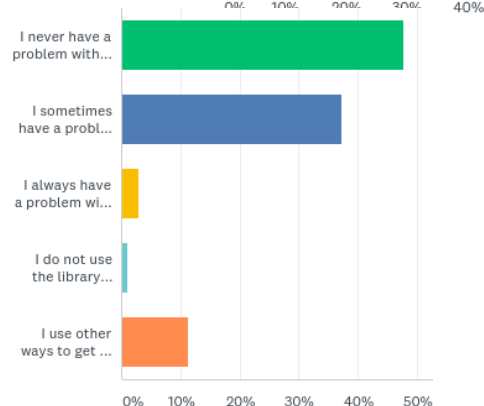
Q5: Please check your TOP THREE space-related priorities for the Ramsdell Library.

ANSWER CHOICES	RESPONSE
Areas and furnishings for plugging in and using your own technology	37.01%
Warm and welcoming atmosphere	35.43%
Interactive children's area for ages 0-10	28.35%
Quiet area	25.59%
Medium meeting room for 10-30 people	21.65%
Browsing area for popular materials	19.29%
Relaxed seating	17.72%
Individual workspace and study areas	17.32%
Homework help center	13.78%
A "Makerspace" or other Creativity Space(s)	13.39%
Large meeting room for 50-100 people	12.60%
"Bookstore-like" display	11.81%
Teen area for ages 11-18	9.84%
Social spaces for talking, small groups, etc.	9.06%
Improved points of service (e.g. desk locations, self checkout, etc.)	6.30%
Separate computer training/instruction area	5.51%
Small group meeting rooms for 2-4 people	5.12%
Food and drink area with seating	3.94%
Outdoor gathering/seating area	3.54%
Exhibit space and display area	2.76%
Total Respondents: 254	



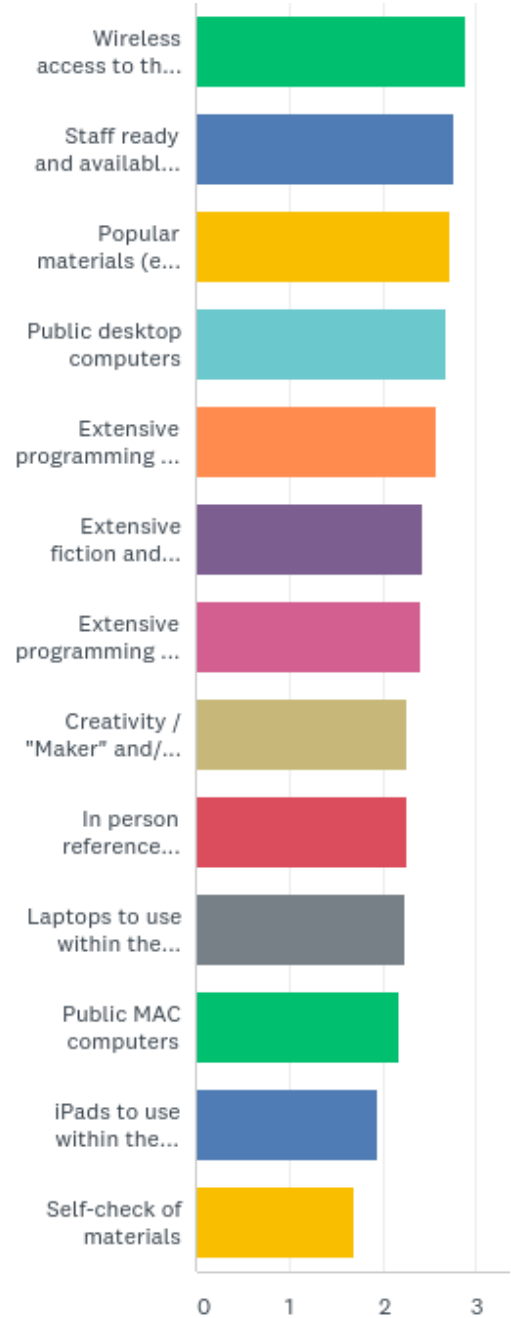
Q8: What are your experiences with parking at the Ramsdell Library?

ANSWER CHOICES	RESPONSE
I never have a problem with parking at the library.	47.64%
I sometimes have a problem with parking at the library.	37.26%
I always have a problem with parking at the library.	2.83%
I do not use the library because of challenges with the parking	0.94%
I use other ways to get to the library and do not park.	11.32%
TOTAL	

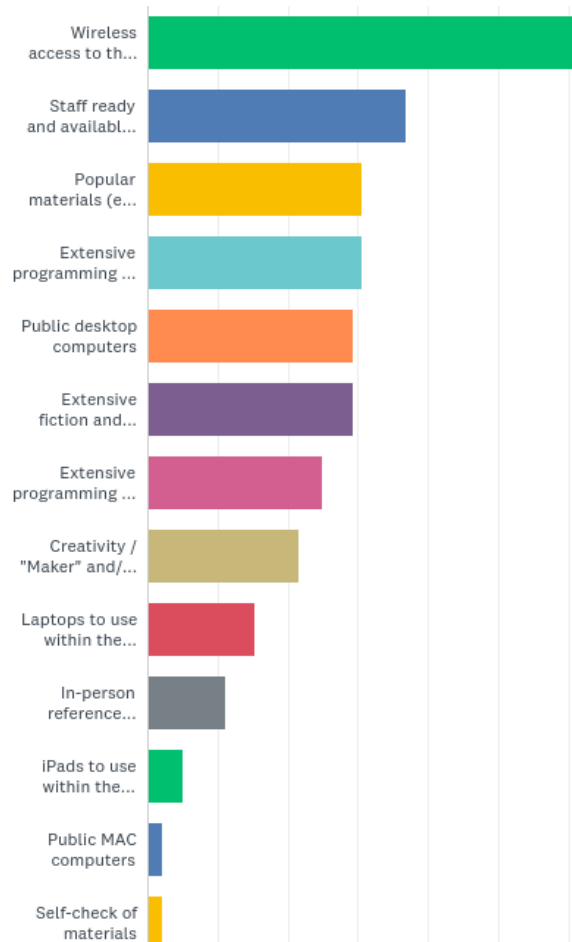


Q6: Please rate the following SERVICES.

	MUST HAVE	NICE TO HAVE BUT NOT CRITICAL	DON'T NEED	DON'T KNOW	WEIGHTED AVERAGE
Wireless access to the Internet	89.79% 211	6.81% 16	2.13% 5	1.28% 3	2.89
Staff ready and available when needed	74.68% 174	17.60% 41	2.15% 5	5.58% 13	2.77
Popular materials (e.g. new books, audiovisual materials, magazines, etc.)	71.79% 168	25.64% 60	1.71% 4	0.85% 2	2.71
Public desktop computers	71.79% 168	20.94% 49	5.98% 14	1.28% 3	2.67
Extensive programming for Youth and Teens	59.31% 137	30.74% 71	4.76% 11	5.19% 12	2.58
Extensive fiction and non-fiction collections in the building	50.65% 117	36.80% 85	9.09% 21	3.46% 8	2.43
Extensive programming for Adults	42.92% 100	47.64% 111	4.72% 11	4.72% 11	2.40
Creativity / "Maker" and/or STEM Programming	33.91% 78	42.61% 98	10.87% 25	12.61% 29	2.26
In person reference and/or reader's advisory services	34.93% 80	41.05% 94	12.66% 29	11.35% 26	2.25
Laptops to use within the Library	39.39% 91	38.96% 90	17.32% 40	4.33% 10	2.23
Public MAC computers	32.61% 75	43.48% 100	16.96% 39	6.96% 16	2.17
iPads to use within the Library	21.03% 49	48.93% 114	26.18% 61	3.86% 9	1.95
Self-check of materials	9.91% 23	41.38% 96	37.50% 87	11.21% 26	1.69



Q7: Please check your TOP THREE service priorities for the Ramsdell Library.



ANSWER CHOICES	RESPONSE PERCENTAGE
Wireless access to the Internet	61.44%
Staff ready and available when needed	36.86%
Popular materials (e.g. new books, audiovisual materials, magazines, etc.)	30.51%
Extensive programming for Youth and Teens	30.51%
Public desktop computers	29.24%
Extensive fiction and non-fiction collections in the building	29.24%
Extensive programming for Adults	25.00%
Creativity / "Maker" and/or STEM programming	21.61%
Laptops to use within the Library	15.25%
In-person reference and/or readers advisory services	11.02%
iPads to use within the Library	5.08%
Public MAC computers	2.12%
Self-check of materials	2.12%
Total Respondents: 236	

APPENDIX C:

RAMSDELL LIBRARY BUILDING EVALUATION (JANUARY 2020)

Facility Analysis -

Completed:

Ramsdell Library
Great Barrington Libraries



*If something is not applicable, just mark N/A under Notes.

If something is not applicable, just mark N/A under Notes.					
	Current Assessment				Notes & Ideas for Improvement
	Good	Adequate	Inadequate	Poor	
LIBRARY ACCESSIBILITY					
Patron Vehicle				✓	
Delivery Vehicle				✓	
Exterior Materials Return(s)			✓		
Pedestrian Access			✓		
Daily Parking				✓	
Event Parking				✓	
Proximity to Major Roads		✓			
ADA Accessibility (exterior & interior)				✓	
LIBRARY VISIBILITY					
From a distance	✓	✓			
Upon approach	✓				
Of entry points	✓				
Easily identifiable as Library		✓			

INTERIOR PUBLIC / SERVICE SPACES	Good	Adequate	Inadequate	Poor	Notes
Lobby / Entrance(s)			✓		
Interior Materials Return		✓			
Friends Area		✓			
Service point(s) – Include comments about the service “desks”, self-check, self-serve holds and other service point related items.			✓		
New Books / Popular Library			✓		
Quiet areas		✓			
Social / collaboration areas			✓		
Adult collection space		✓	not ADA ✓		
Current Assessment					Notes & Ideas for Improvement
	Good	Adequate	Inadequate	Poor	
Technology spaces					Laptops loaned out
Children's collection & area		✓			
Teen collection & area		✓ coll	✓ Area		
Small group meeting room(s) / space(s)				✓	Non-existent

STAFF AREAS					
Staff Entrance(s)				✓	Non-Existent
Overall Flexibility of Staff Spaces				✓	Minimal Staff Space
Circulation / Service Desk Functionality, Workflow, Layout, etc.			✓		
Technical Services	—————→				Not Applicable
Courier / Delivery				✓	Stairs, no storage for bins, Doors are an issue
Outreach Services	—————→				Not Applicable
General Office Space (Admin, Supervisors, etc.)				✓	Minimal Staff Space
Maintenance Space / Janitorial Space				✓	Minimal Space
Other Staff Spaces (Staff Lounge, etc.)				✓	Tiny staff area Poor Staff Restroom
Storage			✓		Basement has storage But hard to access
Other Mechanical & Electrical				✓	HVAC + Penum is Very Poor, Dated, maintenance issues

Medium-sized meeting room(s)				✓	Doesn't Exist
Large meeting room(s)				✓	Doesn't Exist
Food & beverage area(s)		✓			Coffee Stand
Overall furniture and fixtures			✓		Mix & Match Dated some in poor condition
Ease of way-finding			✓		Need some collection signage
Restrooms				✓	Small hard to access Fixtures in poor shape No charging Table (NOT ADA)
TECHNOLOGY					
Computers & technologies for the public			✓		Laptops/printers avail
Future capacity for additional technology			✓		
Online Public Access Catalogs (OPACs)					
Self-check availability				✓	Not Present
Other technology					Not Applicable

	Current Assessment				Notes & Ideas for Improvement
	Good	Adequate	Inadequate	Poor	
EXPERIENTIAL CONSIDERATIONS					
Décor & aesthetics		✓			
Lighting – Natural and artificial		✓			
Noise management			✗	✓	
Other					
VISTAS, VIEWS & OUTDOOR SPACES					
Neighboring elements create views from interior spaces		✓			
Opportunity for outdoor program spaces		✓			
Other					

Other Items Needed:

Number of existing tables for the public: 4

Number of seats for the public: ~~12~~ 30

Ceiling height(s): 18-20

Notes about daily computer usage:

Number of meeting rooms and their capacities:

Small: 0

Medium: 0

Large: 0

APPENDIX D: RAMSDELL LIBRARY ARCHEAOLOGICAL DUE DILIGENCE REPORT

Some elements of the report were designated as confidential, so the full report is not included in this appendix.



Ramsdell Public Library Improvements Project Great Barrington, Massachusetts

Cultural Resources Due Diligence

December 4, 2019

Submitted to:

Kimberly Bolan and Associates, LLC
7249 Arbuckle Commons, Ste 423
Brownsburg, IN 46112

In response to a request from Kimberly Bolan and Associates, LLC on behalf of the Great Barrington Library Board of Trustees, The Public Archaeology Laboratory, Inc. (PAL) has completed a cultural resources due diligence including an archaeological sensitivity assessment for the Ramsdell Public Library Improvements Project (Project) located in the Village of Housatonic in Great Barrington, Massachusetts (Figure 1). The library is an approximately 2,885 square foot structure that sits on a lot of less than one acre. The Town is considering possible renovations to the library, but a scope of work for Project has not yet been determined. Proposed improvements under consideration that could result in potential ground disturbances include an ADA accessible addition to the existing library building, creation of outdoor seating spaces, construction of a parking area, and installation of a temporary wheelchair ramp.

The Town anticipates using federal and/or state funds for the Project. The circa 1906 Ramsdell Library is also listed in the National Register of Historic Places (National Register). As such, the Project is potentially subject to review under Section 106 of the National Historic Preservation Act and review by the Massachusetts Historical Commission (MHC) in accordance with Massachusetts General Laws Chapter 9, sections 26-27C and the regulations that guide MHC review of state funded, licensed, or permitted projects (950 CMR 71).

The cultural resources due diligence was conducted to provide information about known archaeological sites and aboveground historic resources that may be affected by the Project, and to make recommendations regarding the need for consultation with the MHC and additional cultural resource management investigations. The due diligence consisted of a search of the MHC's *Inventory of Historic and Archaeological Assets of the Commonwealth* (MHC Inventory) and the *Massachusetts Cultural Resource Information System* (MACRIS) to identify previously recorded archaeological sites and aboveground resources in the Project vicinity.

The study area established for the purposes of the due diligence effort was broadly defined to provide information on the types, nature, and distribution of resources located near the Project. As such, the study area for archaeological sites encompasses one-half mile around the Ramsdell Library property for a total radius of one mile; for aboveground resources, the study area encompasses one-quarter mile around the library for a total radius of one-half mile. The Project's Area of Potential Effects (APE) will be refined as more detailed information about the Project and its design are made available. The APE is defined based on the *potential* for effect, which may differ for archaeological sites and aboveground resources. The APE may include all areas where the ground may be disturbed, where land use patterns (traffic patterns, drainages, etc.) may change, or locations from which the



undertaking may be visible. For the archaeological sensitivity assessment, the APE was defined as the entire lot containing the Ramsdell Library.

Due Diligence Results

A total of 27 resources have been identified within the Project's defined study area: 26 aboveground resources and 1 archaeological site (Figure 2; Appendices A-1 through A-2).

Aboveground Resources

Aboveground resources consist of 3 historic areas and 23 buildings (see Figure 2; see Appendices A-1 and A-2). Of the 3 historic areas, one is currently listed in the National Register as a Historic District. Known as Monument Mills (GBR.B), the Historic District consists of a cotton mill complex along the east and west banks of the Housatonic River and was listed in the National Register in 1983. Textile manufacturing began as early as 1809 with the first damming of the upper mill privilege, and activity at the lower privilege began in 1837 with the construction of a chair manufacturing shop. Monument Mills was incorporated in 1851 following the 1850 purchase of the property by John and Asa Russell, and others, who established a new textile mill and cotton warp manufactory. The mill complex operations continued to expand during the remainder of the nineteenth century, with the addition of jacquard Marseilles bedspreads manufacturing. The mill operations ceased in the 1950s (Fitch and Parrish 1983). The other two historic areas consist of streetscapes associated with Main Street that consist of Monument Mills worker housing built during the mid- to late-nineteenth century (Parrish 1980a, 1980b).

The 23 buildings are represented by nineteenth- to early twentieth-century residential dwellings (including one used as a restaurant/tavern); late-nineteenth and early-twentieth century churches; mid-nineteenth century rail stations; late nineteenth- to early-twentieth century commercial establishments (hotel, restaurant/taverns, gas station, and commercial block); early-twentieth century municipal buildings (school and library), and mid-nineteenth to early-twentieth century buildings associated with the Monument Mills complex (mills, machine shops, business office/clubhouse, power house, warehouse, and picking and dye houses). Seven of the 23 buildings (mills, machine shops, warehouse, power house, and picking and dye houses) are contributing resources to the Monument Mills Historic District.

Two of the 23 buildings are National Register-listed individual properties: the Ramsdell Public Library (GBR.267) and the Housatonic Congregational Church (GBR.268). The library is significant on a local level for its contribution to the growth and development of Housatonic Village, as an important example of private and public efforts to improve the welfare of the town's citizens, and as a well-preserved example of an early-twentieth century, small-town, Classical Revival-style library (Roberts and Friedberg 2014). Listed in the National Register in 2014, the Ramsdell Public Library was constructed from 1906 to 1908. Once completed, the library was deeded to the Town of Great Barrington by T. Ellis Ramsdell, son of Theodore Ramsdell (Stark 2010). Theodore Ramsdell was an administrator and eventual owner of Monument Mills known for his interest in the mill workers and the betterment of Housatonic Village, and had stipulated in his will that funds be used to build the library (Roberts and Friedberg 2014). The most substantial alteration to the property consists of an addition built off the rear of the building in 1930 to extend the stack space.



The Housatonic Congregational Church is on property east of and neighboring the Ramsdell Public Library. It was constructed in 1893 to replace the original 1842 meetinghouse. A dry-laid stone wall foundation for the Church horse shed was contemporaneous with the earlier meetinghouse remains at the rear of the church property. The church is significant at the local level for its association with the development of Housatonic Village, its association with Theodore Ramsdell (manager, then owner of Monument Mills), and as a unique High, Queen Anne, and East Lake style building designed by noted architects H. Neil Wilson and Charles T. Rathbun (Parrish and Dumont 1997).

Archaeological Resources

There is one previously documented pre-contact archaeological site within the study area consisting of the Monument Mills Site (19-BK-124). No post-contact archaeological sites are documented within the study area. The Monument Mills Site is located within Housatonic Village along the west bank of the Housatonic River within the footprint of the Monument Mills complex. The documented finds from the site consist of two pestles from the Charles J. Taylor collection (MHC site files). One pestle was found during 1874 excavations for a barn for the Monument Mills. The second pestle was found by Thomas Welch in 1884.

In addition to these two pestles from the Monument Mills Site, Charles Taylor noted in *The History of Great Barrington* numerous finds of Native American burials and objects from multiple locations along the Housatonic River valley, including the remains of a stone fish weir near “the factory, south of the bridge” that could be referring to the Monument Mills (Taylor 1928:46).

Archaeological Sensitivity Assessment

Archaeological sensitivity is the potential for a given area to contain archaeological sites. PAL staff performed a desktop review and a walkover survey of the Project area to stratify it into zones of high, moderate, and low archaeological sensitivity (Figure 3). The factors considered in the development of these sensitivity rankings are summarized in Table 1. Factors affecting sensitivity in the Project area included the proximity of previously-recorded sites, the settlement and land use history of the area as documented through historic maps and town histories; proximity to water sources; topography; soil conditions; and the degree of known or inferred disturbance. No surface indications of pre- or post-contact archaeological sites were observed during the field inspection.

The library property was previously characterized as having moderate sensitivity for pre-contact archaeological resources based favorable locational criteria, and high sensitivity for post-contact resources based on the depiction of former structures in historic maps (Roberts and Friedberg 2014). PAL’s walkover survey and due diligence review of historical maps have confirmed and refined this previous assessment.

The lot containing the Ramsdell Library is situated on a mostly level floodplain terrace landform within 820 feet (250 meters) of the Housatonic River. The level portion of the library property consists of open lawn and plantings, and a wooded, steep slope is present along the north side of the property. Several soil augers were placed around the perimeter of the library building and showed a landscaped topsoil of dark brown (10YR 3/3) fine sandy silt before hitting refusal. It is possible that intact sediments are present below the topsoils.



Table 1. Archaeological Sensitivity Rankings.

Presence of Sites		Proximity to Favorable Cultural/ Environmental Characteristics			Degree of Disturbance			Sensitivity Ranking
Known	Unknown	< 150 m	≥ 150 ≤ 500 m	> 500 m	None/Minimal	Moderate	Extensive	
•		•			•			High
•		•				•		High
•		•					•	Low
•			•		•			High
•			•			•		High
•			•				•	Low
•				•	•			High
•				•		•		High
•				•			•	Low
	•	•			•			High
	•	•				•		Moderate
	•	•					•	Low
	•		•		•			Moderate
	•		•			•		Moderate
	•		•				•	Low
	•			•	•			Moderate
	•			•		•		Low
	•			•			•	Low

A review of the 1876 Beers map of Housatonic Village indicate a house attributed to J. Lang was present in the eastern edge of the lot. The 1904 Barnes and Farnham map depicts two former residences: the Mrs. N.D. Van Deusen house, and a house and outbuildings owned by H.H.B. Turner. The Turner house may be the same as the J. Lang house depicted on the 1876 Beers map. It has also been attributed as being the original 1809 Abel Sheldon house, which was the first house built in Housatonic (Roberts and Friedberg 2014).

Based on the results of the due diligence, approximately 70% of the Project APE is assessed as having high archaeological sensitivity, and 30% is assessed as having low archaeological sensitivity (Table 2; see Figure 3). The archaeologically sensitive portion of the Project area has the potential to contain significant pre-contact resources associate with Native American occupation of the Housatonic River Valley and/or post-contact resources associated with nineteenth-century homesteads or residences. The portion of the Project area assessed as having low archaeological sensitivity is characterized by a steep slope.



Table 2. Archaeological Sensitivity, Ramsdell Public Library Improvements Project.

Sensitivity	Acres	Percent of APE
High	0.53	70%
Low	0.22	30%
Total	0.75	100.0%

Recommendations

The due diligence indicates that a portion of the Project area is sensitive for cultural resources and could potentially contain significant archaeological deposits. PAL recommends consultation with the MHC on the potential for the Project to affect historic properties, including archaeological sites.

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