

Preliminary Application Information/Overview

A. Abstract

Hopkinton Public Library occupies a 5,783 square feet building in Downtown Hopkinton. Prominently located at 13 Main Street, the Library been an icon of Hopkinton's history and image since 1895.

The most recent renovation and expansion of Hopkinton's Library took place in 1967, when Hopkinton's population totaled 5,659 residents. Since then, the Library building has remained unchanged.

In 2010, Hopkinton's population climbed to 15,448 residents, and is projected to number 20,820 by 2030.

Hopkinton Library is not ADA accessible. It provides seating for only 37 patrons. The building is overcrowded; there is no space for growing collections or addition of public access computers. There are no conference or program rooms. All of these conditions negatively impact the service provided at Hopkinton's public library.

By utilizing an adjacent lot, 9 Church Street, the Library will expand to 25,492 square feet, and provide 21 on-site parking spaces.

The renovated and expanded Library will be well-equipped for the 21st Century. It will be completely ADA accessible, and utilize 'Green' technology (LEED Silver). The building will provide:

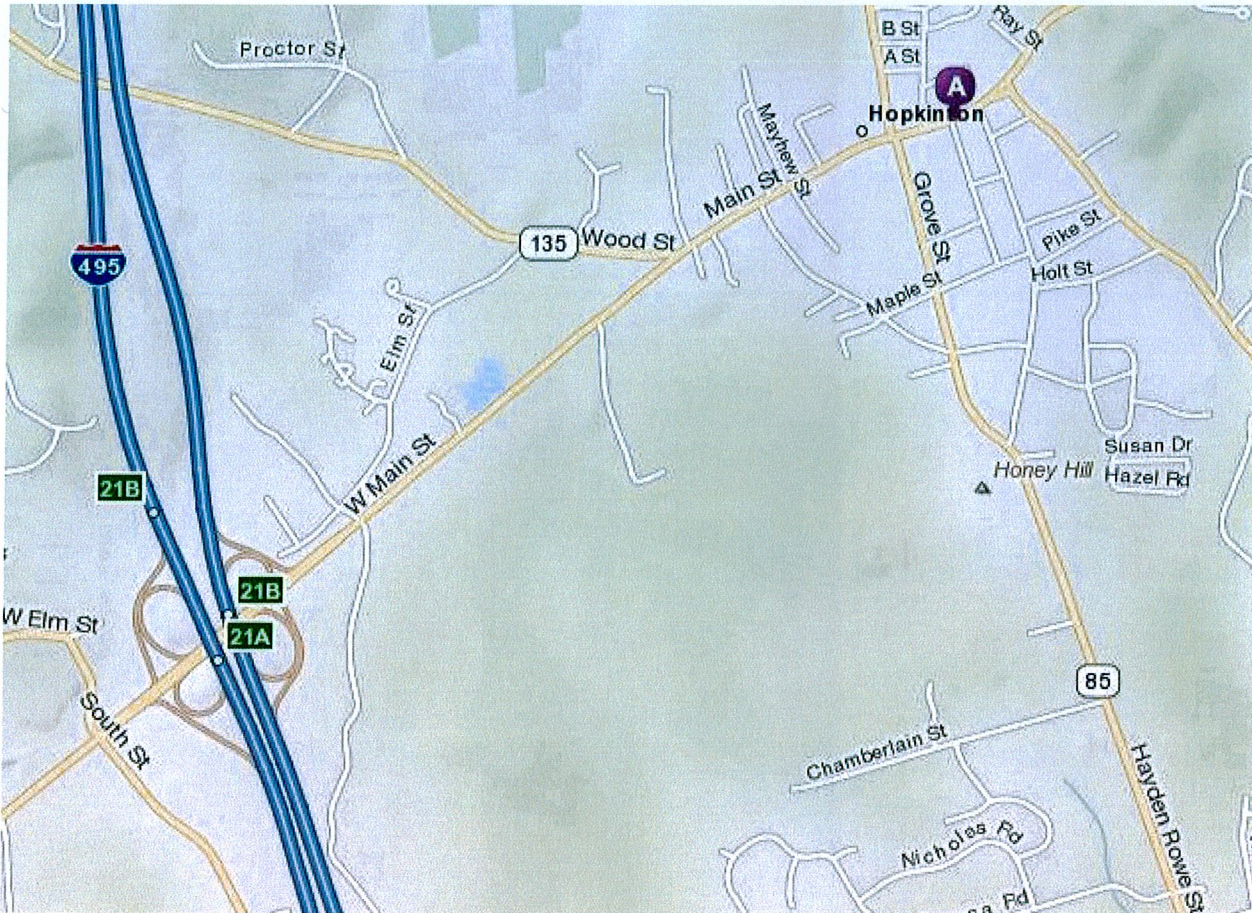
Children's Room with 25 seats and a separate Story Hour/Craft Room,
Young Adult Room,
Media Collection Area,
Technology/Electronic Classroom,
Program/Meeting Room with a seating capacity of 110,
Conference Room with 15 seats,
Café for meeting and socializing,
Self-checkout.

The new building will allow total holdings capacity for 98,000 items, including 30,625 items in the Children's collection, 44,295 in the Adult collection, 800 in Reference, 2,000 in Local History, 250 in periodicals, 6,020 in Young Adult and 100,000 for non-print materials.

B. Project Site Directions

Give written directions to the site of the existing library and the proposed site, if different, from the nearest major highway.

LOCATION MAP HOPKINTON PUBLIC LIBRARY



DIRECTIONS TO LIBRARY SITE

Hopkinton Public Library

13 Main Street

Hopkinton, MA 01748

From I-495 take exit 21A , W. Main Street, toward Hopkinton.

Travel east 2.1 miles on W. Main Street into Town Center.

13 Main Street, Library, is on your right.

C. Town Meeting / City Council Vote

As required in the 605 CMR 6.03 definition of an Approved Public Library Project, approval of this project is required by “a majority vote of the Town at a Town Meeting, a majority vote of the city council, with the approval of the mayor in the case of a city or, in a municipality having a town council form of government, by a vote of the town council.” To meet this requirement two votes are required to: 1) give permission to apply, accept and expend State grant funds, and 2) approve the project’s schematic design.

It is important to note that in order for this application to be considered, both of these votes must be secured and a certified copy must be forwarded to the MBLC by June 16, 2011.

If both votes have taken place, attach copies of certified votes in Appendix B. If one or both votes have not taken place, indicate below the date they are expected.

May 4, 2010 (approved by Annual Town Meeting)- Vote to approve applying for, accepting and expending State Grant for Library Construction

January 11, 2011 (vote by Board of Selectmen) – Vote to authorize the submission of a 2010-2011 Construction Grant Round Application to the Massachusetts Board of Library Commissioners.

May 2, 2011 (expected) - Vote at Annual Town Meeting to approve project design

It is not necessary to secure voter approval to fund the library’s construction project. This vote is required within six months following the library’s receipt of a MPLCP provisional grant award.

D. Application Package Submission and Format Requirements

1. Submission and Format Requirements

Applications must be completed and received in full:

- One original labeled “Original Copy” in a three ring binder 1” – 3” in size.
- Seven copies, each in a three ring binder 1” – 3” in size.
- Delivered by Thursday, January 27, 2011 by 4:00 PM.
- Send to:

The Commonwealth of Massachusetts
Board of Library Commissioners
98 North Washington Street, Suite 401
Boston, MA 02114-1933

- No faxes or late applications will be accepted. Applications that are incomplete or do not comply with format requirements may be omitted from consideration.
- Send an electronic version of the abstract taken from the grant application by January 27, 2011 by 4:00 PM. Email abstract from page 4 to Rachel Masse at rachel.masse@state.ma.us.

Note: Library building program must be included in application under appropriate tab.

2. Schematic Design Drawings

- One (1) full size set of schematic drawings, or design development plans and preliminary specifications, in their latest version available. (Scale: 1” = 8ft.) Schematic drawings are adequate for the purposes of a grant application, however you should submit whatever is the latest version. Depending on the status of your project, that may be schematic, design development, or even working drawings. For building designs involving many levels and/or ceiling heights, including cross sections is recommended.

- Floor plan with a complete furnishings and equipment layout. For an addition/renovation, provide a floor plan of the existing building with furnishings and equipment layout as well as one for proposed layout. Indicate number of square feet in each area/room.
- Elevations of proposed facades, especially those showing public entrances.
- Site plan and topographical survey prepared by a Massachusetts registered architect with parking layout, grading, building location and description of utilities (1" = 40' or larger). Include written explanation of parking plans.