



Meeting Minutes

Meeting name: EAST FALMOUTH LIBRARY BUILDING ADVISORY COMMITTEE

Date: October 02, 2025 **Time:** 3 PM

Location: Bay Meeting Room,
Falmouth Public
Library, 300 Main
Street, Falmouth, MA
with Virtual option

Host: Jennifer McGrory / CHA

Project No. CHA # 098272

The East Falmouth Library Building Advisory Committee may discuss and vote appropriate action on any item listed on this Agenda unless a different disposition is noted. At the discretion of the Chair, agenda items may be taken out of order.

Library Building Advisory Committee Members Present: Judy Fenwick, Chris Simmler – Chair, Jane Stimpson – Vice Chair, Christian Valle, Andrew Zimmerman, Camille Romano
Library Building Advisory Committee Members Absent: none

Other Project Team Members Present: Brian Stokes – Library Director, Meg Borden – Assistant Library Director, Noel Murphy* - Project Manager OE, Conrad Ello* – Principal OE, Jennifer McGrory* – CHA Project Manager, Amith Kodali* – CHA
* attended via Zoom

Additional project team members absent: Peter Johnson-Staub – Assistant Town Manager

Meeting called to order by C Simmler at 3:01 p.m.

Public Comment: Individuals will be given the opportunity to speak during the public comment period. Comments are limited to **three (3) minutes per speaker**. The Chair reserves the right to limit the total time for public comment and may recognize speakers in the order in which they signed up.

1) Notification of Public Comment Time Limit & Rules:

- a) C Simmler noted the public has a time limit of 3 minutes per person to voice their opinion/comment. A sign up sheet will be available for future meetings.

2) Approve the minutes of September 18, 2025 East Falmouth Library Building Advisory Committee (EFLBAC) meeting.

The committee reviewed the minutes.

J Stimpson motioned to approve the minutes of September 18, 2025, EFLBAC meeting. A Zimmerman seconded the motion. Motion passes unanimously.



3) Public Comment:

- a) No Comments for the meeting on October 02, 2025.

4) Building Plan Development:

- a) Additional work on parking – Recap on meeting with Richard Smith of Smitty's Ice Cream. R Smith was amenable to discuss parking and potentially formalizing some parking stalls along the library drive lane and within Smitty's property. This would require the town to accept a solution that uses parking not on the property. This could be memorialized through an MOU or long-term lease agreement.
- b) OEA showed 3 parking options. If option 2 is preferred, OEA will have the landscape architect develop concepts for this. The committee preferred option 2 informally.
- c) An existing Utility pole is noted at the entry point of the library driveway. Relocation will require time and approvals. OEA shared an image with the drive lane adjusted to maintain the utility pole.

5) Select Board & Community Meeting Review

- a) Tuesday Community Meeting recap: Good feedback from the groups at the community meeting. This includes ample daylight & views, porches, cape cod character, natural materials/use of wood, images with all white interiors are too sterile, architectural character, accessibility, sustainability, community and socialization all scored high.
- b) J Fenwick noted that feedback from the January 2022 survey should be pulled forward and incorporated into community feedback.
- c) Selectboard Meeting recap: J McGrory noted the project requested approval from the Falmouth Selectboard on Monday September 29, 2025. The motion to approve the Site Selection of 310 East Falmouth Highway as the project site was approved unanimously.

6) Next Steps, New business

- a) J McGrory introduced Amith Kodali to the project team as Assistance Project Manager from CHA Solutions.
- b) Committee discussed initial planning of the second community meeting in November. Target location: Main Branch Library. Wednesday November 5th, 7pm proposed as date, needs confirmation. Exterior renderings will be shown at that meeting.
- c) Review of Debt exclusion voting and ballot requirements were discussed.



d) Next meeting is October 16th, 2025.

J Stimpson motioned to adjourn at 3:52 p.m. J Fenwick seconded. Motion unanimous.

Exhibits presented at the meeting: Oudens Ello Architecture Building Advisory Committee Meeting #7 Presentation, dated October 02, 2025

These minutes have been prepared by CHA Solutions. To the best of our knowledge these minutes are an accurate representation of the meeting named above. Notifications or clarifications to these minutes are to be made to jmcgrory@chasolutions.com within 4 days of its receipt or they will be accepted as record.