Guilford Free Library Expansion & Renovation Project Fact Sheet – April 27, 2022

Library Expansion Goals and Objectives
The goal of the Guilford Free Library Expansion and Renovation project is to create accessible
space for the increase in demand for the library programs, services, and facilities described below.

The project objectives are:
- Keep the Library at its current original and historic location
- Ensure that the Library is a fully accessible public building, as is the policy for all Town of Guilford public buildings
- Ensure that the Library has adequate space to expand its youth and adult programming; collections; public meeting space; reading and work space
- Modernize the Library's HVAC systems for optimal books and records storage and for ongoing energy efficiency.

The Need
- According to the Vermont Dept. of Libraries, the average square footage per capita of existing libraries in Vermont towns with a population of 1000-2500 is 1.57. Our Library's square footage per capita is 0.40. After the renovation, our Library would still be below average at 1.40 square footage per capita.
- Town residents have repeatedly expressed their desires for more space in the Library over the last decade, both in surveys and through increasing Library usage. Circulation nearly doubled, from 2,882 items in 2011 to 5,525 in 2019, before dropping slightly over the pandemic to 4,706 in 2021. Similarly, patron visits went from 2,642 in 2011 to 4,345 in 2019, and then down to 2,142 in 2021 when mandated closures limited the total hours the Library was open.
- The current Library is not accessible in accordance with the American with Disabilities Act (ADA) law.
- The addition will not duplicate space available at the Broad Brook Community Center (BBCC) which is owned by a private non-profit organization, is much larger, and charges rent for use. The proposed new Library activity room will be more modest in size and free for public use.

The Cost
As of March 2022, the total project cost is $1,206,324 including hard and soft costs plus 10% contingency above estimate. Estimates were obtained from professional estimators beginning in September 2020, as required by the feasibility study grant, and have been updated to stay current with rising construction costs since then. Despite the rise in costs, a robust fundraising plan was created to minimize the tax impact for Town residents. Once the project design is finalized (estimated to be 1/2023), all construction work will be put out for bids.

Request to the Town
$205,000 bond to be financed over a period not to exceed 30 years plus $195,000 reallocated from a water project.

Impact on Each Guilford Taxpayer
Based on the 2021 Grand List, the bond's effect will cost each taxpayer $0.005 per $1,000 on the assessed value of their home and property annually. If your home is valued at:
- $200,000 the cost of the library addition to you would be $1.00 per year
- $500,000 the cost would be $2.50 per year
- $1,500,000 the cost would be $7.50 per year

Funds in Place
Capital Improvement funds voted by the Town to be set aside for Library improvements as part of the Town's
Capital Improvement Plan for Town properties: **$323,000**
Bond voted at 2022 Town Meeting: **$205,000** (pending revote)
Unused water project funds voted to be utilized for project approved at 2022 Town Meeting: $**195,000** (pending
revote)
Legacy gifts to Library: **$140,000**
Downtown Tax Credits and grants applied for and received for the addition: **$63,000**

Funds to be Raised
Total grants and tax credits: **$206, 566**
Local Fundraising: **$73,758**

The New Space
The new space will include:
- Expanded room for reading and collections
- A private study room, which can also be used for telemedicine
- An activity room that can be accessed outside of regular Library hours and available for community use
- A second, accessible, bathroom
- An elevator for universal accessibility and mandated by state code for a municipal building
- Librarian workstation and kitchenette for staff and events

The Timeline
2011: The need for additional space for collections and programming emerges from a study conducted by a
community committee and a survey of the public. The committee's findings were included in the Library's
strategic plan.
November 2013: The Anthony family donates a small adjoining parcel of land to the Library.
March 2018: A survey placed on every seat at Town meeting again reinforces the need for more space.
April 2018: Capital Needs Assessment conducted on all Town buildings, including the Library.
November 2018: Library trustees form committee to begin process of assessing feasibility of adding space to
the Library.
January 2019: Selectboard votes unanimously to apply for a Library addition feasibility study grant. In
February, Planning Commission unanimously votes in agreement.
March 2019: Selectboard retains local consultant to develop and submit feasibility study proposal to state. July:
Grant awarded.
May 2021: Feasibility study completed, indicating the project is feasible within the limits of the property.
May 2021: Selectboard issues RFP to fully develop the draft design. June: Selectboard retains one firm out of
five bids which happens to be the lowest bid.
December 2021: Public Hearing on Feasibility Study.
January 2022: Library conducts new public survey requesting thoughts and recommendations about the
addition. Selectboard votes to request Town Meeting approval of $195,00 from unused Algiers Water District
Project, as well as a $205,000 loan from USDA.
March 2022: Town Meeting approves Library addition and bond. Updated cost estimate: $1,206, 324.
March 2022: Petition for rescission of vote on Library article submitted to and approved by Selectboard.

More Info on the Guilford Free Library Website: https://www.guilfordfreelibraryvt.org
Statistics From VT Dept. of Libraries: https://libraries.vermont.gov/services/news/public_statistics