



City of
GREENFIELD, MASSACHUSETTS



OFFICE OF THE MAYOR

WILLIAM F. MARTIN

Mayor

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Memorandum

To: City Council

From: William Martin 

Date: September 17, 2019

Re: Executive Order 2019-3: Library Building Use

The report requested in my Executive Order 2019-3 is being submitted to you for your information.

While I understand that the Library vote on the November ballot makes any action on the Library seem political, the professional staff is providing information that is factual for the Mayor to make an informed decision about important facility issues.

Based on this report, I have made the following actions:

- I have continued the restriction of usage after-hours and for all posted public meetings.
- I have directed procurement to work with a design professional to get information in preparation of a Financial Order expected to be submitted in October.
- I have requested detailed upgrade report in the event that repairs exceed the \$217,080 threshold for Level III ADA compliance.
- I have directed Central Maintenance to engage a professional to perform air quality testing.
- I have directed the Water Department to perform updated tests at the Library.



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Memorandum

To: Mayor Martin

From: Valerie Bird, Director, Health Department
Mark Snow, Inspector of Buildings/Building Commissioner, Building Department
Robert Strahan, Chief, Fire Department
George VanDelinder, Director, Central Maintenance

Date: September 13, 2019

Re: Executive Order 2019-3: Library Building Next Steps

Per your Executive Order 2019-3 we are providing this report “on the steps needed to move forward regarding occupancy load, bathroom access, other building deficiencies, and safety regulatory compliance.”

We performed inspections and reviews of the current state of the Library Building and based on these, the following next steps are recommended.

- We have not been able to find documentation that provides numbers for the maximum allowable occupant loads for the Library. Therefore, we recommend the City hire a design professional to do a full evaluation of the building to determine and establish the maximum allowable occupant load (780 CMR Massachusetts State Building Code, 9th edition). This evaluation should also cover any safety, regulatory, compliance, and other issues as existing condition and future changes. If upgrades are needed, the evaluation should also include the estimated scope of work. The group agrees with the Mayor’s Executive Order that no off-hours meetings occur until occupancy load is determined and egress areas identified by the professional evaluation.
- Currently there are no existing public restrooms in the building that fully meet AAB or ADA requirements. If work is started to upgrade public restrooms to fully meet the accessibility regulations that work will trigger additional requirements and work through the state building code requirements and possibly State Plumbing, and electrical codes.
- Peeling paint in one of the meeting rooms raises a concern about the possibility of lead. Therefore, the Health Department tested the basement and back caged areas and both tested negative for lead paint.
- Due to the age of the building and the basement’s limited air exchange, the group recommends that the air be professionally tested.
- Due to the age of the building and piping system, the group recommends that the Water Department perform testing on lead, copper, chlorine, and pH to provide updated information on the status of the water.

- The Fire Chief assessed the book sale area in the basement and sent minor corrections and upgrades to egress and general housekeeping practices, the Book Sale can continue as-is.

In closing, the final recommendation of the group is that the complete evaluation must be performed by a design professional and should occur as soon as possible.



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