

TOWN OF LINCOLN

LINCOLN TOWN OFFICES
16 LINCOLN ROAD
LINCOLN, MA 01773
781/259-2601



Minutes

Community Center Building Committee

April 12, 2023, 7:00 PM

Hybrid Meeting: Donaldson Room, Town Hall; Zoom

Attendees

Board Representatives (voting members)

Jonathan Dwyer (Co-Chair), Susan Taylor, Ellen Meyer Shorb, Dilla Tingley, Rob Stringer

At-large Members (voting members)

Sarah Chester (Chair), Tim Christenfeld, Krystal Wood, Alison Taunton-Rigby

Ex-Officio Members

Tim Higgins, Abigail Butt, Jessica Downing, Brandon Kelly, Dan Pereira

Liaisons

Dave Levington, Indrani Kharbanda, Wendy Kusik, Owen Beenhouwer, Peter Von Mertens

ICON Architects

Ned Collier, Mark McKevez, Ana Cheng

Minutes Taker

Edwin Tam

Others

Dennis Picker, Lynne Smith, Eileen McCrory, Sara Mattes, Rhonda Swain, Lynn DeLisi, Laura Crosby

The meeting started at 7:01 pm

I. Welcome & Introductions

Sarah welcomed everyone and reviewed the meeting agenda.

II. ICON Consultant Reports & Presentation

A. Recap of Town Open Mic Forum (April 4)

Ned Collier and Mark McKevez from ICON presented slides that recapped the April 4 Open Mic forum and presented their preliminary analyses of the Hartwell site, the COA&HS and PRD programming, and the Pods. A copy of the slides can be found on the Lincoln Community Center website:

<https://lincolncommunitycenter.com/wp-content/uploads/2023/04/2023-04-12-CCBC-Report-Back-Meeting.pdf>.

Mark McKevez summarized the topics that received more than one comment in the Open Mic session (slides 2-3), placing them in the order of discussion.

- Please consider South Lincoln/Lincoln Station as part of the study
- Town meeting specifically stated study to be focused on the Hartwell campus
- More intergenerational programming
- Be sure the community center is for everyone
- Re-use existing programmable spaces throughout town

- Clearly define wants versus needs
- COA needs new space; parking inadequate
- Benchmark comparable towns
- Provide real estimate maintenance costs for a new building
- Be as cost-effective as possible; taxes have gone up dramatically, and threaten to keep new families out of Lincoln
- Consider youth input
- Consider other community organizations
- Communications should be more robust
- New building should dovetail with the existing campus
- lincolncommunitycenter.com

Comments:

- Jonathan D: There are some comments on intergeneration, we may need to select “value” and get support.
- Susan T: Many voices were given at the open mic meeting. How do we know which one is truly represented by the majority of the people? Also, there is an estimate of \$10 MM to maintain the current buildings, we also need this data as a comparison.

B. Site Analysis (Environmental, Regulatory, Use)

Below are the highlights and comments on these slides from the ICON’s presentation.

1. Environmental Analysis

Slide 4: Environmental Analysis: Topology Cut

- There is a steep slope (8–25% grade) around the eastern perimeter. Any construction in that area could be expensive as it would require extensive regrading.
- There are dense trees near the canopy line.
- One piece of information is missing: what is the elevation of the groundwater?
- The stream currently runs through two pipes (under the Hartwell parking entrance and exit), but it would be preferable not to have the stream running through pipes.

Slide 5: Environmental Analysis: Solar Wind (Summer and Winter Sun)

- A building is aligned preferably to be shielded from winter winds, which typically come from the northwest, and to be open to the summer winds, which typically come from the southwest.
- Morning light exposure creates glare, and afternoon exposure creates heat gain.
- Solar panels optimally face south.
- Tree lines are far back but may provide some shade in the morning.

Slide 6: Environmental Analysis: Regulatory and Floodway

- Shows a 100-year flood zone, not at risk of flooding. Buildings will be above the flood line.
- Parking lot will have more surface water issues.

2. Regulatory Analysis

Slide 7: Regulatory Analysis: Wetland

- The survey was done in 2011 and needs an update.
- Ideal to stay out of 100 feet wetland buffer zone and the 200-foot riverfront setback for best environmental practice.
- Horizontal structures, such as walkways, sidewalks, and roads, can be built within 75 feet of the property line.

Slide 8: Regulatory Analysis: Impervious Surfaces.

- These are the calculated impervious surfaces. We do not want to increase; prefer to decrease this square footage.
- There is now ~90,000 sq ft of impervious surface on the Hartwell campus.

Slide 9: Regulatory Analysis: Historic Preservation

- Because the Hartwell Pods are more than 50 years old, any demolition plan is subject to review by the Historical Commission.

3. Site Use Analysis

Slide 10: Site Use Analysis: Parking, Dropoff

- Shows the condensed version of traffic flow. The orange color is pedestrian and the orange color is typical pedestrian flow.
- Both drop off and pick up are highlighted.
- The amount of access remains constant.

Comments:

- Note that the kids also travel those paths going *toward* Hartwell when going to LEAP.

Slide 11: Site Use Analysis: Exterior Playground Programming

- Shows a rough calculation of play space, green versus enclosed, 60,000 sq ft.

Comments:

- Magic Garden uses a lot more outdoor space than just the playgrounds.
- LEAP uses some of the pavement areas, and some use enclosed areas, not ideal for summer, so we need to spread out.
- Both LEAP and Magic Garden would like to have more play space.

Slide 12: Analysis: "As of Right" Building Area

- Overlay information, setback tree line.
- The orange color is the right building area, roughly 68,600 sq ft. This area raised fewer red flags to build the community center, which will have a footprint of roughly 10,000 sq ft.
- There is no regulatory issue to building into the hillside.

Comments:

- Owen: Are there enough parking spaces and also space for deliveries?
- ICON: roughly 50-100 parking spaces.
- Abby: COA needs to have drop-off right to the door.

Slide 13: Analysis: Conditional Buildable Area

- Outside of the orange area, like the purple area, may need some negotiation.

Comments:

- Dilla: Do we still have people who want to keep the Pods?
- Sara M: Can we use the existing footprint? Also, just revise everything else.
- ICON: There are no constraints on not using the existing footprint.
- Tim C: Concern is the tradeoff.
- Owen: Is there an active septic system?
- ICON: Yes, there will be one.
- Susan T: Is Hartwell building out?
- ICON: We need to hear from the School Committee.

- Susan T: Don't know. We need space for Maintenance, also as long as we have the same usable space.
- Sarah C: Do we need to make a formal request to hear from the School Committee on Hartwell?
- Brandon: Difficult to not keep Hartwell since School Admin needs to be on campus. If giving it up, what is the alternative?
- Susan T: School Committee has not discussed Hartwell building.
- ICON: We need the thought process on repurposing Hartwell; we are not there yet.
- Tim C: The Hartwell Building is very well-suited for its current uses – School administration, two preschool programs, and storage, and so it doesn't make sense to displace those uses for the community center.
- Tim H: They have met with the School, and there is limited tolerance for that kind of shape-up.
- ICON: No conclusions drawn yet; we need to take all into account.

C. Community Center Programming

ICON met with the Council on Aging and Human Services, Parks and Recreation Department, Lincoln Public Schools, LEAP, Magic Garden, and Community Center Open Mic Session.

1. Programming Meetings - What We Heard on Council on Aging and Human Services (Slides 15-16)

- Accessibility is a must
- Parking/Site availability
- Human Services need to be more strongly considered
- Confidentiality
- Focus on Transportation, Nutrition, Social Services, and Programming
- Nutrition has only come online in the last year
- Need to consider Meals on Wheels
- Schedule piggyback services
- Support and Therapy
- Flexible/reconfigurable programming spaces desired
- Coffee and Conversation programs need to be better accommodated
- Spaces should be grouped
- Programmed exterior spaces desirable

2. Programming Meetings - What We Heard from the Parks and Recreation Department (Slide 17)

- Collaborate with multiple organizations
- Responsible for Town events
- Extensive storage needs
- Partner with outside Vendors
- Dramatic staffing expansion for 10 weeks
- Great location
- Youth-focused programming
- Serve as rainy-day expansion space
- Easy Pick-Up and Drop-Off
- Need for program spaces and admin expansion

3. Programming Meetings - What We Heard from the Lincoln Public Schools (Slide 18)

- Parking to be segregated, accommodate traveling staff
- Site plan must accommodate Pick-Up/Drop-Off

- Make sidewalks continuous throughout the site
- Maintenance must continue to exist on-site
- Outdoor play space is paramount
- Pedestrian paths need to be improved
- Users to have direct access to playing fields
- Integrate environmentally sound practices

4. Programming Meetings - What We Heard from LEAP and Magic Garden

- Easy child access to green space
- Separate cars from green space
- Easy sightlines for both building and site
- Separation between kids and adult visitors
- Need extensive storage
- Need more back-of-house spaces
- Need robust acoustic separations
- One messy space is preferred
- Need to maintain PRD swing space

Comments:

- Susan: Need to have wayfinding signs so people know where to go
- ICON: Yes, good wayfinding is always a good idea
- Dennis P: Is renovated Magic Garden part of this project?
- Answer: No, only LEAP

D. The Pods (Slide 20)

- A Pod may be vacant with new building program
- B Pod provides PRD storage, swing space for all programs, and maintenance for LPS
— Maintenance must remain on-site
- C Pod contains LEAP; retained in previous study

ICON Comments:

- A Pod: may be vacant with the new building [That is, A Pod is the location that is most in play]
- B Pod: may have 75% vacant space
- C Pod: ICON needs to hear more from the community
- Total assets are 15,000 sq ft or 5,000 sq ft per Pod
- A Pod: is accounted for since there are no other programs that suggest using A Pod; the early model did not say anything about using A Pod
- B Pod: could maintain current use, or relocate some
- C Pod: no one is suggesting that LEAP move

General Comments:

- Dilla: One of the 2018 plans incorporated A and B Pods.
- Rob: Pod B maintenance remains. Pod A and C can move.
- Tim C: If we move LEAP, needs to have a cost-effective way to address programs.
- Susan T: Is it in general more expensive to renovate rather than demolish and build a new one?
- ICON: Not always true, lots of unknowns, maybe cost neutral.
- Peter: LEAP new roof cost \$300,000? Can they hold solar panels? May need reinforcement.
- ICON: Some remedies are needed, like asbestos.
- Susan T: Are the buildings connected?
—ICON: We need to hear from Committee.
- Sara M: Previous plan has it.

- Susan T: Anything we learn from the School project?
—Tim C: Net-zero retrofitting is expensive.
- ICON: 2018 data shows \$2 million to renovate each pod, which would be \$9-10 million for the renovation of all three pods at current prices.
- Abby: Bemis Hall needs renovation.
- Peter: “Do nothing” is also an expensive option.

III. Research

- The Community Forum on 4/25, where ICON will provide analyses of the site plans and programming research leading to site development, will be held in Hartwell Multipurpose Room, in hybrid format, at 7 pm.
- The goal is to generate feedback from the architect’s presentation on the site development.
- Susan: Will the presentation be available ahead of time?
- Icon: It will be difficult since they will be working on the presentation until April 25.
- Dan Pereira: 239 responses on the survey so far. As for the organization responses, only 3-4 came in. Dan will contact them to get more responses
- Abby: The paper copy of the survey is also available in Bemis Hall.
- Dan P: Other than the QR Code, having a hyperlink will make it easier for people to fill out the response.

IV. Project Schedule

- Initial planning for May and June community meetings to come.

V. CCBC Outreach: Communications Subcommittee

- The website is still a work in progress.
- For the survey, they received a total of 239 responses so far, 118 individual comments. Reminders will go out in both the middle and the end of next week. The deadline is April 21.
- They plan to have the result, analysis, and conclusion ready for the April 26 CCBC Meeting.
- Between 4/21 and 4/26, Tim C needs a few Committee members to assist in this effort. Alison T and Jonathan D agree to help.

VI. Open Comments

- The Hartwell Multipurpose Room may be too small for the Community Center Open Forum, but until the Internet/Zoom technical issue is resolved in the School Learning Commons, we may have to use this room for now.
- Website (www.lincolncommunitycenter.com): 170 registered to date

VII. Administration

A. Approval of Minutes for March 22, 2023

Motion: (Sarah C) Request for preliminary approval of the March 22, 2023, minutes pending any additional edits sent to Sarah by April 14 (Friday) by 5:00 pm. Motion made and seconded. Votes indicated by raised hands.

Motion: Passed unanimously.

B. Upcoming CCBC Committee Meetings

- Reminder of upcoming twice-monthly meetings: 4/26, 5/17, 5/31, 6/15 (maybe 6/28)
- All meetings will be hybrid, Donaldson Room at 7:00 pm.

C. Public Outreach

- Public forum meetings for May and June are being worked on. There will be an outreach to the community every month (summer hiatus in July and August) through October.

VIII. Open Comments

- Peter VM: A new Lincoln resident, Dorothy Endicott, wants to donate a greenhouse to Lincoln. Peter is working to see whether any organization in town will be interested. But the idea of a greenhouse or community garden that will bring people together, both old and young, is something for the Community Center to consider.
- Dennis P: Wanted to make sure other town available spaces will be investigated, examples are Pierce House and Library (meeting room and archive room).
—Ned and Dan confirmed that they will be touring Pierce House after vacation week, and they will look at the Library, too.

IX. Adjourn

Motion: Sarah asked for a motion to adjourn. Ellen moved; Dilla seconded.

Vote: All in favor by raising their hands

Decision: Passed unanimously.

The meeting adjourned at 9:06 pm.