

## **DRAFT**

School Building Committee, April 2017

At the March 25, 2017 Town Meeting, Article 33, which asked the Town to approve the use of previously appropriated funds to begin planning a Lincoln School building project, was passed unanimously by Lincoln voters. In accordance with the vote, the Lincoln School Committee will establish a School Building Committee.

The purpose of the School Building Committee, which will work under the guidance of the School Committee, and in collaboration with the Community Center Feasibility Study Committee, is to bring the Town to consensus on, and secure funding for, a building project for the Lincoln School. Achieving this purpose will include all the work necessary to prepare the Town for two Town Meeting votes:

- 1) To choose a Preliminary Design and estimated budget;
- 2) To BOND the project.

The tasks in the preparation for the second Town Meeting vote will include, but will not necessarily be limited to:

1. Hiring an Owner's Project Manager (OPM);
2. With the assistance of the OPM, hiring a design firm;
3. Reviewing existing materials, including the Final Report (2012) of the School Building Committee, and the reports of the SBAC, SBAC II, Community Center Study Committee, and CMPC;
4. Creating a plan for gathering stakeholder input, and for regular communication with, and input from, relevant Town boards, committees, and the community;
5. On the basis of the existing materials and with input from stakeholders, completing a detailed academic program for the new building project;
6. Detailing the space requirements and optimal adjacencies for the educational program;
7. Detailing the systems needs of the school facilities;
8. Developing a set of criteria by which the SBC and the Town can evaluate design solutions;
9. Preparing at least three design solutions with cost estimates for review and VOTE by Town Meeting -- the chosen solution will become the Preliminary Design;
10. Developing a 20% Schematic Design and a specific cost estimate for the Preliminary Design selected by Town Meeting;
11. Presentation of the final design at public forums and for a BOND VOTE at Town Meeting.

All the meetings of the School Building Committee, or any subcommittees established by the School Building Committee, will be held in accordance with Open Meeting Law, according to a schedule set by the SBC itself. The School Committee expects the SBC to maximize public participation and to incorporate into the design process relevant feedback from Town residents and staff and from LPS faculty and staff.

The SBC will also work in concert with the Community Center Committee to create an integrated plan for the campus and to explore synergies between the two facilities. The topics on which the two committees collaborate may include the campus infrastructure, the road network and parking, the disposition of the Hartwell pods and the housing of the LEAP program, and potentially conflicting or overlapping needs.

The proposed composition of the School Building Committee is:

- The LPS Superintendent
- The LPS Administrator for Business and Finance
- The Lincoln Facilities Manager
- One LPS Principal
- 2 members of the Lincoln School Committee
- 1 member of the Lincoln Board of Selectmen
- 1 member of the Lincoln Finance Committee
- 2 Town residents with architectural and/or design experience
- 2 Town residents with educational experience

The School Committee wishes to maximize communication with Town boards and committees, and strongly encourages the establishment of liaisons to and from bodies such as the Planning Board, Parks & Recreation, Conservation Commission, Council on Aging, Historical Commission, Green Energy Committee, Lincoln School PTO, and the Commission on Disabilities.

The maximum funds available for the completion of this work are \$750,000. All expenditures are subject to approval by the School Committee. The SBC will report to the School Committee as necessary.



**LINCOLN PUBLIC SCHOOLS**  
BALLFIELD ROAD  
LINCOLN, MASSACHUSETTS 01773  
<http://www.lincnet.org/schoolcommittee/index.html>

School Committee

Peter Borden  
Tim Christenfeld  
Tara Mitchell  
Jena Salon  
Al Schmertzler  
Laurel Wironen  
(Hanscom liaison)

**School Building Committee**

**Call for Volunteers**

**April, 2017**

At the March 25, 2017 Town Meeting, Article 33, which asked the Town to approve the use of previously appropriated funds to begin planning a Lincoln School building project, was passed unanimously by Lincoln voters. In accordance with the vote, the Lincoln School Committee will establish a School Building Committee (SBC). The School Committee is now looking for volunteers to serve on the SBC, which will manage the feasibility study for a school building project and which will work in collaboration with a Community Center Committee to address the Town's long-term needs on the Ballfield Road campus.

The School Committee is seeking four community members to serve on the SBC, two with experience in architecture, planning or design, and two with experience in education or the planning of educational facilities. Interested members of the community should send letters of interest, mentioning relevant experience, to the School Committee at [schoolcomm@lincnet.org](mailto:schoolcomm@lincnet.org). The deadline for submissions is April 24<sup>th</sup>.

The School Committee will appoint members of the SBC at its meeting on April 27<sup>th</sup>. The SBC will hold its introductory meeting the following week, and then will continue regular meetings until the presentation of a schematic design and detailed cost estimate to Town Meeting, possibly in the Autumn of 2018. If the Town approves the funding for the proposed project, then the work of the SBC would continue through final design and construction.

The School Committee promises that membership on the SBC will entail long hours, hard work, difficult conversations, no pay, and uncertain rewards. The Committee encourages interested community members who would like to discuss the responsibilities and expectations of SBC membership to contact us before the submission deadline at the same e-mail address.

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