

MINUTES OF THE CAMPUS MASTER PLAN COMMITTEE
Thursday, July 23, 2015 at 7:00 pm
Hartwell Multipurpose Room, Ballfield Road, Lincoln, MA
OPEN SESSION

Present: Carole Kasper (Chair), Vincent Cannistraro (Vice-Chair), Ken Bassett for the Roadway and Traffic Committee, Paula Cobb, Renel Fredrickson for the Board of Selectmen, Jennifer Glass for the School Committee, Bryce Wolf for the Planning Board.

Also Present: Carolyn Bottum (Council on Aging), Buck Creel (Administrator for Business and Finance), Dan Pereira (Parks and Recreation Department, Minutes), Eric Wilhelmsen (Civil Engineer – CDW Consultants), Kathy Bartels (Principal-in-Charge – LLB), Greg Smolley (Project Executive – LLB), Patrick Torborg (Project Manager – LLB), Liz Peart (Transportation Engineer – HSH).

Absent: Patty Donahue for the Parks and Recreation Committee, Dilla Tingley for the Council on Aging, Peter von Mertens / Jim Meadors for the Conservation Commission, Timothy Higgins (Town Administrator), Becky McFall (School Superintendent).

Guest: Owen Beenhouwer

Meeting called to order by C. Kasper at 7:00 PM.

Committee reviewed and approved July 16 Minutes: Moved by B. Wolf, seconded by J. Glass and approved by all.

Committee reviewed original CMPC Charge and LLB was asked to lead conversation about next steps. What do they see as pertinent issues? The full committee discussion is outlined below:

- 1) Interested in hearing about the success and challenges of previous studies.
- 2) Plan to conduct a traffic study baseline prior to school starting, and collect traffic data from the police department. They will touch base with the police department for assistance as needed.
- 3) Investigate wetland limitations data. Buck to provide data. Conservation department staff will also be approached.
- 4) Interested in learning how the campus works with regards to traffic and parking loads, athletic field usage patterns, walkability and school drop off and pick up hours (buses vs cars).
- 5) Interested in topography and an assessment of the trees on campus.
- 6) Discussion of wetland limitations
- 7) The Green Technology Committee should be engaged as well.

B. Wolf commented that this is the first truly comprehensive study that addresses School, Recreation, COA and community. It's important that we look at it from a high level.

K. Basset commented that the addition of the stop sign heading north on Lincoln Road and the removal of the speed bump at Pierce Hill have impacted traffic in recent years.

J. Glass addressed the importance of public interface and community engagement as we work through these topics. V. Cannistraro stressed importance of learning from community rather than just "educating" the community.

Planning for potential future uses stressed by B. Wolf and V. Cannistraro

R. Fredrickson clarified that the "blank slate" comment in our RFP is intended to help our consultant not to feel locked-in by what we have right now. But it should not be interpreted to mean the entire campus layout is up for grabs, because there are numerous parameters we need to respect. It's intended to help us determine what is possible, and what is not.

K. Basset cautioned to be careful not to go backwards. Not to rethink the school and community center work already done.

There was discussion of the public meeting schedule and the SOTT meeting to be held on 11/14.

This committee's next meeting is scheduled for Thursday, 8/13 at 7pm. A back up date of Monday, 8/24 at 7pm was also scheduled if necessary. The primary agenda item will be the first update from LLB on their data collection.

The Committee reviewed the press release of committee progress written by P. Donahue. Committee approved document with edits. C. Kasper to relay edits to P. Donahue, who will forward final document to media outlets and R. Fredrickson for publication on the website.

General outreach options were discussed.

Discussed outreach to liaisons organizations as follows:

R. Fredrickson to reach out to Historic Commission, Lucretia Giese

J. Glass to reach out to Green Technology Committee, John Snell

C. Kasper to reach out to PTO, Kim Bodnar

V. Cannistraro to reach out Lincoln Youth Soccer, Eric Harnden

P. Cobb to reach out to the Lincoln Family Association

T. Higgins to reach out to Public Safety as needed.

For our August meeting, B. Wolf to reach out to Board of Assessors for a list of abutters to Ballfield Road campus.

Committee communication with LLB should be between Carole / Vin and Greg.

LLB to develop a calendar of meetings and deadlines based on their proposed work schedule.

Adjourned at 9:16pm.

Respectfully submitted,
Dan Pereira
Parks and Recreation Director