

Campus Master Plan Committee

Minutes, Thursday, August 13, 2015

Present: Ken Bassett, Vin Cannistraro (Vice-Chair), Paula Cobb, Patty Donahue, Renel Fredriksen, Jennifer Glass, Jim Meadors, Dilla Tingley, Bryce Wolf

Also present: Carolyn Bottum (Council on Aging), Buck Creel (Administrator for Business and Finance, Lincoln Public Schools-LPS), Becky McFall (Superintendent, LPS), Dan Pereira (Parks and Recreation Department)

Present representing LLB: Greg Smolley, Patrick Torborg, Eric Wilhelmsen

Called to order by Vin Cannistraro at 7:05 P.M.

Greg Smolley gave a status update of LLB activities since our last meeting on July 23:

- LLB sees traffic as a major driver for the contract; they had reviewed background data, spoken with Kevin Kennedy (Police Chief) and Tim Higgins (Town Administrator), and reviewed previous traffic reports. Their plan is to study the traffic over the summer while camp is in session and then to return in September to make the same analysis after school is in session.
- They also met with Parks and Recreation, Kevin Kennedy, and Tim Higgins to get a handle on how the campus is currently being used.
- They met with Becky McFall (School Superintendent) and Buck Creel (School Business Manager) to discuss how the campus could perform better.
- They are in the process of collecting program information from Dan Pereira (Parks and Recreation) and Carolyn Bottum (Council on Aging).

Eric Wilhelmsen spoke of his observations from walking the site. He walked the perimeter and determined several areas that needed fixing up. He noted that the pool parking lot is in the worst shape; this should be a priority to repave. There were also issues with the curb at Brooks/Smith.

Greg Smolley continued to cover other issues such as utilities, septic, energy, all of which need to be tied to both School and Community Center programs. He felt that LLB had a broad understanding of the physical constraints of the property. He had spoken with Tom Gumbart, Conservation Director, about the buffer areas, and their value and importance.

Vin asked for more information on traffic and roadway safety. Greg replied that they had a handle on school-related traffic and the physical capacity of the roads. They had observed traffic while camp was in session, and plan to do the same when school is in session.

Bryce Wolf and Dilla Tingley asked if they were open to the idea of a second entrance. Greg responded that that would be included in an "all options" discussion.

Jen Glass brought up the multiple drop-off locations, such as the preschool and exercise classes, as well as the school locations. Becky said there were five in total.

Greg said one difficulty was in getting the public to understand the complexity of the problem. Ken included a need for appreciation of neighbors' concerns. Bryce added a need to consider the impact of deliveries, which can take place several times a day. According to Buck Creel and Becky McFall, deliveries go to Hartwell, the circle, and back of the field house.

Vin asked about the schedule, and Greg handed out an updated timeline.

Vin then asked what could throw a wrench in the project. Greg responded that the biggest concern was the background traffic, and preparation for a natural disaster. Greg continued that LLB would need guidance from the committee on the approach for the first public meeting.

Traffic data collection should be in process in September.

Buck handed out a document showing all the pieces of a traffic study, explaining that there is a budget gap between what is allocated for the study and what the study will entail.

Buck recommended extending the scope of the contract to include more extensive traffic work. Additional funds to cover the extended scope would cost between \$15,000 and \$20,000.

Vin asked how LLB learned of the gap and what had changed between the bid and today? The response was that the work covered by the RFQ funding covers multiple traffic projections. LLB had assumed that there would be background traffic data included in the MSBA application, but did not realize that that requirement had been waived. Hence the gap. LLB discovered this as they were reading the background material, including the MSBA application.

Bryce quoted from the RFQ which specified two traffic studies – one in the summer and one in the fall.

Buck expressed a concern that the other two finalists, and possibly other bidders, might have changed their approach if they knew there would be additional funds available.

Bryce pointed out that the document describing the traffic study listed everything that was included, not just the add-ons. She asked for LLB to provide a description of what they already knew they would have to accomplish and what would be additional work, and explain the relative costs.

Greg agreed to provide a better definition so everyone would be comfortable.

Ken said the process included data gathering, analysis, and presentation of conceptual design alternatives.

Buck said that we have geophysical data for some of the campus, but not for the north end of the campus, by Hartwell. He asked if we wanted to add this to the project as well. Discussion followed, but the consensus was that doing an additional geophysical study at additional cost was not appropriate at this time.

Vin reminded us that we are here to serve the Town, and that the Town will need information to make informed decisions. He suggested that we work in good faith to resolve funding the gap, assuming that we get the additional detail we need, but that we not support a blank check approach. Ken felt that the RFQ had been underfunded, and that an additional \$15,000 - \$20,000 was a reasonable request.

Bryce reiterated that we should have the specifics of what the additional funds were for before approving them.

Owen Beenhouwer asked about a second entrance to the campus. Would the study include looking at the current emergency exit to Sandy Pond Road be broadened and made permanent? Buck addressed various issues with a second entrance, including that it goes across private land, and is narrow and curved.

Jennifer Glass moved that we recommend the Board of Selectmen and the School Committee review the original scope versus the proposed traffic scope and negotiate an appropriate adjustment to the fee. Ken Bassett seconded.

Vin said he would be comfortable approving an amount in the vicinity of \$7,500 without detailed information, but not the larger amount.

Discussion continued about the motion, with some uncomfortable about the amount, and some feeling that the CMPC should gather the information and make a specific request to the BOS and SC, rather than leaving it up to them to gather information and negotiate. Others felt the vote now would be a showing of good faith to LLB, allowing them to continue their work.

Vin called for a vote on the motion, which passed with six in favor and three opposed. There were no abstentions.

Discussion moved to the first public workshop.

Ken suggested we give an overview of previous work, an analysis of the current physical condition, and any ideas we have by then. Can we do this in October?

Greg said it would be good to determine if there were specific buildings that were sacrosanct (for example, Hartwell or the pods), since if not it could open up more opportunities.

Bryce pointed out that this is the only major piece of land that the Town owns, so it is critical to the Town to put it to its best use. She challenged people to think creatively; we would be doing the Town a disservice not to present alternatives.

Vin said it is important to engage the Town; we don't want anything to be decided in advance, or to give that impression. People move to Lincoln for the community, and the campus is very meaningful to residents.

Ken said we want a robust workshop; we want to put something out to get people excited.

Greg said that wetlands are a big limitation; everything else is changeable.

Greg then suggested that we continue the discussion on the 24th, at our next meeting. Everyone agreed.

Dilla moved to adjourn; Bryce seconded. The vote was unanimous.

Adjourned at 9:05 P.M.