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Lincoln Senior Center
Sub-Committee Meeting Agenda

Meeting Date: Thursday, March 12, 2009
Time: 2:00 pm
Meeting Place: Town Hall
Conference Room
100 Old River Road
Lincoln, RI 02865

Topics of Discussion:

1. **General Review of questionnaire responses up to 3/11/09
-distribution of findings to date**
2. **Distribution and review of preliminary area calculations**
3. **Distribution and review of conceptual balloon diagram**
4. **Review of Secondary Project Goals**
 - a) **LEED Certification**
 - b) **alternate energy goals
- grant applications**
5. **Zoning requirements**
6. **Review of Project schedule**

Meeting Minutes:

Present at the meeting were Ron McKenna, Lois Durkin, John Flynn, Dave, Al Ranaldi, John Robinson, Spencer Mc Combe and Deborah D'Agostino. Mr. Almond was present at the meeting for about 5 minutes.

Mr. Robinson stated that Robinson Design Inc. received 3 survey responses and asked if the committee had received any more responses. Mr. Ranaldi stated that he did not. Mr. Robinson stated that Robinson Design Inc. would complete a summary of the responses and distribute them at the next meeting.

Mr. Robinson stated that he wanted to use South Kingstown Senior Center as a frame of reference for the Lincoln Senior Center but that there is room for improvement. He stated that now is the time to aim high

and discuss ideas. Mr. Robinson stated that it would be difficult to justify the expense of a pool since there are three pools within a few miles that are accessible to seniors.

Mr. Robinson stated that the size of bathrooms and having separate meeting rooms and conference room, as discussed in the last meeting, has been taken into consideration and incorporated into the proposed area calculation chart and space diagram. Deborah distributed the proposed area calculation chart and a program diagram to everyone at the meeting. Mr. Robinson explained the proposed area calculation chart and the chart was reviewed room by room. He suggested that alternate adds be put into the bid, such as the maintenance garage/ storage area and greenhouse, to eliminate a change order during construction and so that items can easily be eliminated without having to go out for bid again.

Mr. McKenna asked if there would be a basement. Mr. Robinson indicated that he does not recommend having a basement because it would increase cost. He explained that the first floor load would be 2 ½ times greater than that of a home therefore increasing the floor structure. Also, NFPA section 13 indicates that if the basement were used for storage it would be considered a high hazard zone and would require sprinklers. This would require more expensive plumbing system and equipment. Mr. Robinson recommends having a separate maintenance garage with storage area instead.

Dave asked that if no garage were provided would snow blowers need a fireproof room. Mr. Robinson said yes that a firewall surrounding the area containing the snow blowers would be needed. Mr. Ranaldi indicated that a generator would also be needed. Mr. Robinson suggested having outside storage area as part of the base bid. Dave said that it might be best to have the lawn mower in or around the building and said it would be convenient if it were attached to the building. Mrs. Durkin stated that an area to store lawn furniture would also be needed. Mr. Mc Combe suggested combining the janitor's closet with a maintenance room within the building but divide the area so that the lawn mowers and lawn furniture could be stored there. The committee agreed. Mr. Robinson said that he would have to squeeze other spaces to incorporate this and to maintain an 11,000 square foot building footprint.

Mr. Robinson briefly discussed his conceptual plan for the Smithfield Senior Center and the use of an indoor bocce court. He suggested that this could be incorporated into the multi-purpose room of the Lincoln Senior Center. He stated that a portable stage that was about half the size of the room and 7' deep with a railing could be used for individuals that wanted to watch people play bocce or shuffleboard and it gives an alternate use for the space. Mr. Flynn asked if indoor bocce would be feasible. Mr. Robinson said yes with the use of a removable Astro turf or demountable floor; however an area to store the demountable floor would be needed. Mr. Flynn said that the bocce should be kept outside. Dave agreed and that there should only be one outdoor bocce area. Mr. Ranaldi also agreed and added that once the weather gets warmer people will look forward to going outside.

Dave asked if shuffleboard could be built into the floor of the multi-purpose room. Mr. Robinson said yes with the use of simulated wood flooring the floor could be customized to incorporate reference points and patterns. The committee approved of this idea.

Mr. Ranaldi anticipates that using a product such as Wii, which contains a lot of games and that not a lot of floor space will be needed for the various games. He also stated that a drop down screen in the multi-purpose room would be better than a TV.

Mr. Mc Combe suggested that line dancing and large group exercise could take place in the multi-purpose room and that smaller groups could use the exercise room. The board agreed.

Mrs. Durkin explained how the exercise room is used at the existing Lincoln Senior Center. She stated that health and exercise should be different rooms and that the health room only needs to be 10' x 10' and should be near the offices. Mr. Robinson added that the health room should have access to the outside so

that a rescue could easily access this room. Mr. Flynn stated that when he visited the South Kingstown Senior Center he noticed that not many people were using the room and that the room contained only one or two pieces of equipment. Robinson Design Inc. will ask the Director at the South Kingstown Senior Center if the size of the exercise room is adequate. Mr. Mc Combe stated that this generation may not be accustomed to using treadmills, but in the next 10-15 years that group will be and if more than one person is using the equipment than it becomes more of a community. Mr. Robinson stated that he liked the layout of the South Kingstown Senior Center where the game room is near the multi-purpose room. Dave suggested that the exercise room be located next to the multi-purpose room. The board agreed. Mr. Robinson suggested if the exercise area were to open up to the multi-purpose room than folding doors could be used to facilitate this.

Mr. Ranaldi stated that 11,000 square feet seems very big and worried that people will get lost in the space. Mrs. Durkin stated that there should be space for use and socialization. Mr. Mc Combe stated that Mr. Robinson typically minimizes the use of corridors and creates more of a flex plan that will encourage walking from one space to another. Mr. Robinson indicated that this would also encourage interaction. The card/game room was discussed. Mr. Mc Combe stated that the card/game room in the current program diagram could contain about 6 tables with 4 persons per table. He asked if this was enough space. Mrs. Durkin said that it depends on the other equipment that would be used in the space such as a pool table. The possibility of including a pool table in the game / card room was discussed. Mr. Mc Combe stated that because the plan is a flex plan the multi-purpose room could be used for cards and games as well. Therefore, it was decided that another 250 square feet would be added to the multi-purpose room.

When discussing the computer room, Mr. Ranaldi said that he would like to have the brains of the equipment in one safe; temperatures controlled room and just have a monitor in the computer room so that people can't fool around with the computers. Mr. Mc Combe stated that CPU's will be needed near the monitors however and that the server can be stored elsewhere. The committee agreed. Mr. Robinson suggested that the café area be in an alcove in the common area and the library and computers be together. The content of the library was discussed and it was decided that the library contain only current magazines and newspapers. Mr. McKenna said that he would like the reading area near the coffee area and that the computer room be set up so people can have lessons in a classroom environment. Mr. Robinson said a large screen could be put in that room.

The common area was discussed. Mr. Robinson said that at South Kingstown Senior Center there is not enough space behind the fireplace to create a sitting area and would like to have a sitting area on either side of the fireplace at the Lincoln Senior Center. The coffee area that would be in the common area was discussed. It was decided that the reception area would not serve the coffee and that there would be another area for coffee instead.

The conference and office area was discussed. The current diagram contains one bathroom in this area. It was decided that two bathrooms should be provided and that the bathroom near the conference room should be a unisex bathroom. The copy area was discussed. Mr. Mc Combe stated that the copy area should not be in an area that is too convenient because they tend to be messy spaces that you don't want everyone to see. Mrs. Durkin stated that the offices should not be too far out of the way and that she does not like long corridors. She went on to explain the offices that would be needed and their function. Mr. Robinson stated that vision panels would be used in this area. Mr. Mc Combe stated that the office area would take on a flex plan like the rest of the building.

Mr. Robinson discussed the program diagram and stated that the office and conference area will be switched. The diagram will be revised to reflect the topics discussed. Mr. Mc Combe discussed the Sketch Up massing diagram in the power point presentation. Mrs. Durkin said that she would like chairs by doors.

The fireplace in the common area was discussed. Mr. Robinson said that he would like the common space to be a transitional space between indoors and outdoors.

Mr. Robinson explained that Mr. Mc Combe and Kyle Baker, the project mechanical Engineer, are LEED professionals. Mr. Mc Combe briefly discussed the LEED process as well as the fees and application. He stated that the building could be certified as a LEED building without achieving a gold or silver standard and that this would set a good tone without spending a lot of extra money on expensive items that don't bring a big return. He discussed building commissioning agents and explained that this is done at cost to the Owner by a third party. He also stated that process of LEED is a lot of work for the professionals and that \$20,000 is a good base. He presented some information regarding photovoltaic equipment cost but stated that he would get more information to the committee. He briefly explained how the system works and indicated that it will only bring energy to the building when the sun is shining and at this point in time the technology does not allow the energy to be harvested so that it can be used at night. Mr. Robinson suggested putting the photovoltaic equipment as an add alternate and stated that other energy saving methods could also be used in the building.

Mr. Ranaldi stated that he would take care of the special use variance that was needed and that a Sketch Up massing model may be useful at that time. He also stated that he might need a letter regarding traffic habits of the senior center from Pare Corp.

Mr. Robinson suggested having the contractors pre-qualify to screen contractors before the bid process through a request for qualifications. Robinson Design Inc. and Mr. Ranaldi will develop an RFQ. The committee approved of this idea.

The project schedule was discussed. National Grid will be present at the April 2, 2009 meeting. Mr. McKenna stated that the town will present the plans to the public on April 8, 2009 and will get results of that meeting to Robinson Design Inc. A ground breaking was scheduled for August 17, 2009 at 11am.

The next meeting of the committee will be held on March 19th at 2:00 pm

**SUB-COMMITTEE/ROBINSON DESIGN INC.
VISIT TO SOUTH KINGSTOWN SENIOR CENTER
MARCH 13, 2009**

Rick Ryan suggested having an additional partition to separate the multi-purpose room in half to accommodate smaller groups.

Karen, the Director of the South Kingstown Senior Center, stated that the bathrooms at the South Kingstown Senior Center are sufficient for the Users and they do not experience any long lines for the bathrooms. She stated that the conference room is used as a workroom, conference area, classroom, meeting area and a place to do mailings. She also said that the patio area adjacent to the cyber café does not get used as much as she would like.

Mrs. Durkin said she would like to have benches in the corridors of the office area. It was suggested that a drop down screen be put in the conference room instead of a TV.