

Community Center Committee Additional Meeting

February 16, 2015 – Town Office

Attendees: Hilary Anthony, Lynda Gingerich, Andy Strickland, Paxton Hoag, Charlie Ruff, Anna Scott

Not in attendance: Thom Lanfear, Jon Silvermoon, Tom Brandt, Kirk Schultz

Facilitator: Charlie

Scribe: Lynda

Meeting convened at 6:14p

AGENDA

- Pivot & KPFF Engineering update
- Mapping & Site Plan
- Program Timeline
- FAQ's

Conversation with Pivot & KPFF

Charlie – Thom and I met with John Stapleton from Pivot and Matt from KPFF. We went over the missing details from the Pivot report including overall fresh water usage, grey water, waste water management, size of the drain field that would be needed etc. They believe they have a lot of the answers to these from the earlier process with them. They'll review their files and come back with a scope of work for what's still outstanding.

Hilary – I believe they were originally looking at a solution for grey water for the whole site.

Charlie – We told them it was for this building only.

Anna – For Consultant time I think it can be appropriate to limit the scope but we should embrace our visionary culture and realize that even if we don't use all the ideas we get right away, we might use them in the future. No ideas are bad and we shouldn't disparage ideas that are thinking outside the box.

Charlie – I agree and I don't feel the conversation with them was disparaging in any way. But I do think for the site plan submission and permitting for this building, it was appropriate to limit this request to this building only.

Anna – I just want to make it clear that there are other good things like mycology and other ideas that may not be in the scope for this program but that should be looked at as well. Other groups have seen what is in the Pivot report and are using these ideas, even if we don't implement them for the Community Center.

Charlie – We should hear back from them in the next week to 10 days with what pieces are still missing and what the cost would be to fill those in. I think there will be a nominal cost associated to it.

Mapping & Site Plan

Paxton – I went to the mapping people. I thought the mapping and the site plan are the same.

Lynda – When you say the mapping people?

Paxton – The Mapping sub-committee of the LUMP committee. Anna started the conversation and I followed up but didn't get very far. The question is who can we hire to generate the site plan for the SUP? Jason said he could get us some recommendations.

Anna – I have the name of someone from when we were looking at work for Bus Road. I'll look at my notes and find the name of the local firm as someone we could hire.

Lynda – Do we need to get multiple bids?

Anna – I don't think there's much to choose from. It's pretty specialized to an area.

Paxton – I can come back with some more figures now that I know more of what we're talking about.

Jason can help if we need help hiring someone.

Andy – Is there a cartography crew that does this?

Hilary – They aren't doing digital surveys

Paxton – Not true. Bear showed me the beginnings of a GISS database he's been working on.

Andy – Wouldn't that work for our purposes?

Charlie – You're talking apples and oranges. Bear has been doing his own thing to upgrade the map on the back of the peach pit. Gene Ebar is coordinator from Cartography. But they do a very specific sub-set of maps. Several groups of people are doing their own thing with mapping that are for specific uses. But we need someone who can focus on the mapping we need for the community center.

Andy, Anna et al. – What we need is not that hard. Many different people could do this, so do we really need to hire someone to do it?

Charlie – We can't answer that right now. Thom and I have talked about this and we're closer than we think on the site plan. Ultimately Thom will drive it and its decision on how much he can do.

Program Timeline

Anna – I didn't make this. This is what I captured when we worked with Pivot in 2012. (See supplementary document) I'll go through where I think we're at.

<Hilary left>

We're at the document and synthesize place, until we get the permit approved, the SUP. There's a line between Synthesize and Refine. The work that we did at the charrette really helped us to synthesize a lot of information. Refinement is what we're doing to put the SUP together. We're dialing in and refining the project, removing some of the things we brainstormed that we're not going to do. According to this in Sept. 2012, (we could use this for Sept. 2015), we're at Present the Draft of Vision Statement for Owner Review. I think this is what the consultants were planning on doing. That might be a little bit in the Pivot Report but that's something we could pick up, provide a Vision Statement for the Board. Then they have another dot for refining and providing the vision statement for Public and Board Review for feedback. After those iterations, the Vision Statement is complete. At that point, you begin Conceptual Design. I don't think that we've fallen outside of what the consultants had in mind. I think we've innately followed along the same path.

Charlie – We are intuitively on the right track.

Anna – The next section phase is conceptual design. This is where you start looking at all the wild ideas of design and start to refine those. In my world, this is when the mechanical, electrical and plumbing (MEP) enter as well. There is a collaboration that needs to occur between design people and the MEP. For example, if you're going to have a fire suppression system, the civil engineer needs to be part of that; they have a huge influence on the design of the building. We're not going to have parallel tracks. Everybody needs to come together.

We need to go through this design/refine process so that we can build the kind of building the OCF can be proud of. We could go faster and throw something up but it would deliver something that no one would want to have anything to do with. It would be really awkward since we're supposed to deliver something that is awesome for everyone.

If we want to follow this process for planning, after the SUP, we're looking at trying to get the Vision Statement complete. It will be part of something called a Basis of Design. The Basis of Design will be part of what we use to hire people to actually do the work for us. That's where we decide we're going to use X system and it needs to be sourced from X number of miles away. And all the crafts people involved need to be from within a certain area of X size. If done well, it can really help inform the project. It can be fluid so input is still valuable after it's created. But having a clear Vision Statement is where we're going next and then the Basis of Design.

Then we get to Schematic Design, which is where we get design documents to a place where we can do cost estimates. This is where we end up spending a lot of money because we're talking to professionals a lot. When we get done with the permitting, then we get into the big total cost number.

Charlie – One caveat. Whatever that cost would have been two years ago. It's more now.

Anna – Yeah. This is the cost of the process over time. Basically you're generating estimates and permit documents so you get a thick set of documents. This includes the Project Manual and the set of plans; they are worth spending the money for. In addition to the project, that's what you have for your operations and maintenance. This is what you want your staff to be dealing with for as long as the building lasts. Then you turn the permit in. Then there is the County and the response. Then the bidding process begins.

Lynda – I've heard of vision statements but in this context I don't really understand what it would mean. Do you have an example?

Anna – The Pivot Report could be considered a vision statement. It can be distilled down into a paragraph but I think this organization needs something different than that.

Charlie – On page 5 of the Pivot Report, the organizational, functional and design goals really speak to this.

Andy – I think this process works if you're building a little log cabin in the woods or the epcot center. It's basically the same steps.

Lynda – So do we need to change the Pivot Report?

Andy – We can pull things out of there.

Charlie – It's closer than you think. In some ways it's lacking in scope and vision. It got pared down in response to concerns some people had.

Anna – We're at a point to reintroduce the concept back out to the community. Also, we'll need fundraising, so we'll need to divide the work among committee members.

Paxton – I like the vision statement in the pivot report. That's what should lead off the FAQ.

Lynda – Should we just think about this for the next month and then come up with action items next month? We can all be in agreement that committee work needs to be done but if no one is assigned the work it doesn't get done.

Charlie – I agree. In the next meeting we need to clearly define our next action items and divvy them out.

Lynda – This month we'll all have the action item to think about what needs to be done and what all that might include and our own schedules and what we want to sign up for doing.

Andy – the whole fundraising piece is going to need to be revisited

Charlie – We've been quietly building our fundraising database. Right now it's only be used for culture jam but it's all in place to roll out a capital campaign.

FAQs

Andy – Hilary and I put some time looking over the questions. We tried to synthesize it and group the questions. Then we came to the conclusion, why are we using these random, too specific or irrelevant questions? We should form our own questions based on the realities of the project. There are some questions on there that should be included but we need to add our own voice.

Paxton, Lynda, Anna et al. – We're not trying to create problems or avoid answering hard questions. We're trying to answer the underlying questions of the community center. We need to start over. We can use some of the questions from the list but supplement with our own to pass along the information that tells people what is going on with the project. This should be work that gets divvied up next month.

Action Items

All Committee Members: Be prepared to volunteer for action items next month. Determine area of interest and commitment availability.

Options:

- Prepare Vision Statement for BOD and wider audience
- Fundraising
- Revamp FAQs

Anna: Provide the name of the local firm who does mapping for this area

Paxton: Come back with some additional numbers for mapping

Meeting adjourned at 7:30pm

Next meeting will be on March 16th at 6:00pm.

Draft Agenda Items for March 16

Update on additional details and SOW from Pivot regarding grey water/septic etc.

Update on meeting with Sound Engineer

Update on Traffic Report/Parking

Define and assign action items for the following

- Prepare Vision Statement for BOD and wider audience
- Fundraising
- Revamp FAQs