



Town of Lunenburg  
Building Re-Use Committee  
Minutes: October 28, 2015  
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Committee Members Present:

(Jamie Toale, Ron Albert, Dave MacDonald, Mark Erickson, Mike Mackin, Rebecca Lantry)

Also Present:

(Charlie Hay, John Londa)

The Lunenburg Building Re-use Committee met at the Ritter building on 10-28-15 @ 6:30 PM to review the progress made by Tappe Associates, Architects.

No announcements from the Chair

No Public comments by the Committee

No Public comments by the public

No minutes were presented from earlier meeting(s)

Chairman, Jamie Toale reported that PAC currently uses classroom space at the Passios and that a Sketch Drawing of their space was forwarded to Charlie hay. Jamie made further comment that their (PAC) future space needs were projected to be 3,000-4,000 s.f.. Charlie Hay reported that he plugged in the existing 930 s.f.

Jamie asked Mr. Charlie Hay begin his update.

Mr. Charles Hay, a principal in the firm, made a presentation to the Committee which summarized his firm's work to date on the Architectural Feasibility Study.

CH architectural program for town space is in the 20,000 s.f. area, adding in the PAC needs.

CH advised that his office along with their consultants did a walk through of subject buildings, noting that Ritter and Passios are in best conditions, with Primary School

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needing structural attention along with complete MEP replacement/updating of systems. Town Hall has moderate structural concerns as well....MEP not so bad, but needing significant work.

Tappe Associates created graphic blocks of program and overlay to existing floor plans of subject sites and reported:

- Town Hall shortfall, using two floors
- Ritter shortfall, but could add on
- Primary School shortfall by 7,000 s.f., but could add up to 18,000 s.f. of space along with room for adequate parking, but needs most work
- Passios is 57,000 s.f. is larger than needed, but could be downsized

Ritter:

Could get an addition with yielding of a site total of 13,000 s.f. max., which could be augmented with use of Town Hall. Parking would be a concern with a tight site and difficult handicapped access, as building is on multiple levels, has limited Meeting/Hearing Room space....also a concern for Village District setbacks

Primary School:

Could provide adequate parking and achieve compliance with architectural program needs if building was fully restored, requiring a significant amount of work and cost. Some discussion about a one or two story building additions and cost differentials for structural, finishes, etc., Gym could be used Meeting/Hearing Room

Passios:

Portion of building could be removed, leaving approx. 35,000 s.f (more than present architectural Program needs. Portion of removed building could be new green space while still providing for new and adequate parking if used as Town Hall Facilities....parking could also be shared off-hours with Library of new School. Plan would keep existing Cafeteria for use as medium sized Meeting Room

Town Offices space of 20,000 s.f also includes space for School Administration. Access to PAC space, if included in reuse planning, could be separated from rest of Town Offices and could work well if needed to be separated from Town Hall Offices.

Following was noted by CH:

- Small Conf. Room - 15 People
- Medium Conf. Room - 30 People
- Hearing Room - 100 People

Others issues at Passios include abatement, interior modifications, electrical system, roof system and access to individual Town Offices from common Corridor. Building could possibly be used as emergency shelter and it gets a 'thumbs-up' from a Community Asset Point of View.

Next Building Reuse Committee meeting was confirmed for 11-24-15.

In meantime, CH will continue refining planning process as well as make relative cost comparisons, concentrating on cost analysis of preferred option. CH will also prepare a 'Matrix' to show relationship between CRITERIA/COST/PROGRAM.

It was agreed amongst members of the Committee that good publicity regarding release of CH work was important. Reuse Committee Members to address FAQ's.

There was some discussion around possibility of bringing on new member(s) to Reuse Committee, particularly someone with Marketing experience. Another possibility was to restructure the Committee from the present 9 to 7 member group to better accommodate future meeting quorums.

Closing Comments:

Public – John Londa...School Committee will release Passios/Brooks House by August 2016.....will not budget for operating costs.

Motion to adjourn made by Mark Erickson, seconded by Mike Mackin. Meeting adjourned at 8:15 PM

Respectfully Submitted,

**Ronald Henri Albert, AIA**  
(Recording Secretary for Meeting of 10-28-15)