



TOWN OF LYNNFIELD, MA

CAPITAL FACILITIES ADVISORY COMMITTEE

REPORT FINDINGS

MARCH 21, 2016

Ted Caswell – Chairman
Tim Doyle
Alan Dresios
Tom Kayola

Mark Klove
Brian Shaffer
Anders Youngren
Gail Rober - Secretary

MISSION OF CAPITAL FACILITIES ADVISORY COMMITTEE (CFAC)

1. Advisory committee to the Board of Selectmen.
2. Analyze existing capital facilities needs of the town.
3. Review & recommend proposed capital facilities projects
4. Prepare & present a capital facilities needs assessment report of findings, recommendations and cost projections.
5. Prioritize projects & participate in initial phases

CFAC – GOALS & VISION

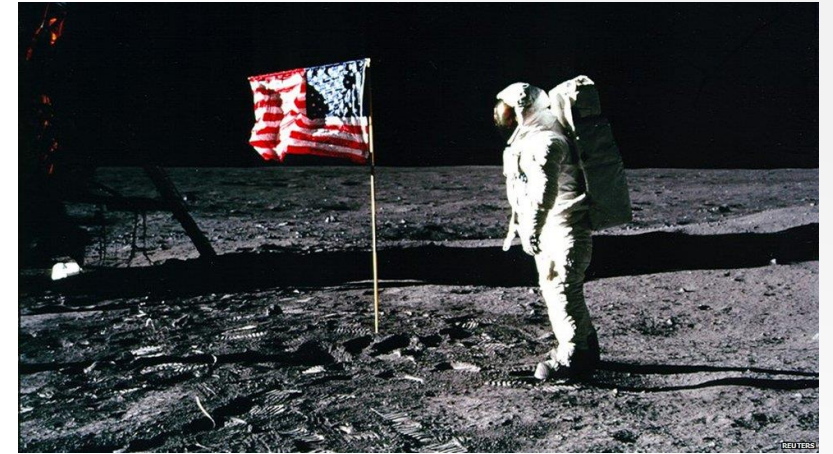
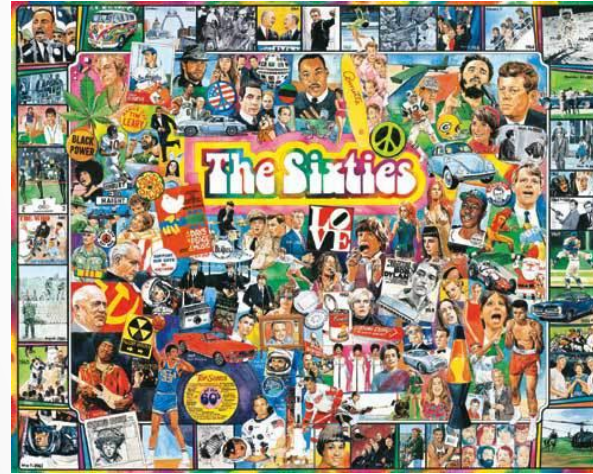
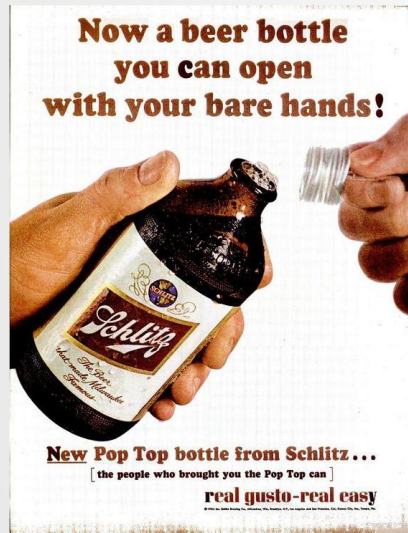
- ✓Set big picture of town's existing & potential new buildings.
- ✓Master facilities planning for next 20-30 years.
- ✓Most important piece of Lynnfield's strategic future.
- ✓CFAC will only address buildings – no other town needs.

LYNNFIELD FUN FACTS

- ✓24+ Town departments
- ✓13+ Town boards & committees
- ✓23+ Town clubs & community Links
- ✓13 Buildings totaling 500,000 SF (8 are primary buildings)
- ✓“New” schools are now 14 years old.

Besides the schools, the NEWEST building was built 52 years ago (1964)

Imagine that?



WHY DO PEOPLE COME TO LYNNFIELD?

- ✓ Schools
- ✓ Culture
- ✓ Market Street
- ✓ Proximity to Boston
- ✓ Small town Charm
- ✓ Access to major highways
- ✓ Quality of town services & amenities

WHAT HAS HAPPENED IN LYNNFIELD OVER LAST 20 YEARS

- ✓ Average home values have increased 300%
- ✓ Population has increased **40%** (over last 52 years)
- ✓ Population projected to rise **18%** (13,100) over next 10 years
- ✓ Over 1,200 Homes, Condos, Apartments & Senior units added
- ✓ Market Street = 400,000 SF retail
- ✓ Route 1 traffic has increased 5 fold
- ✓ Crazy growth statistics with no change to buildings

LYNNFIELD CURRENT CONDITIONS

- ✓ Buildings where not designed for how they are used today!
- ✓ Buildings where designed for 1960's requirements (52 years ago)
- ✓ Deplorable conditions at Police & Fire locations.
- ✓ Town Hall & Library is overcrowded and has no space

FIRE DEPARTMENT

- ✓ No one designed these buildings for 50 years of growth ... or more!
- ✓ No training or eating facilities
- ✓ No de-con area – currently use truck floor for clean-up of blood, etc.
- ✓ Only 1 main room for multi-use of meetings, training, offices, eating
- ✓ Shared office spaces throughout
- ✓ Ancient technology exists at both fire locations
- ✓ South fire is in dire need of maintenance



Tight Gear



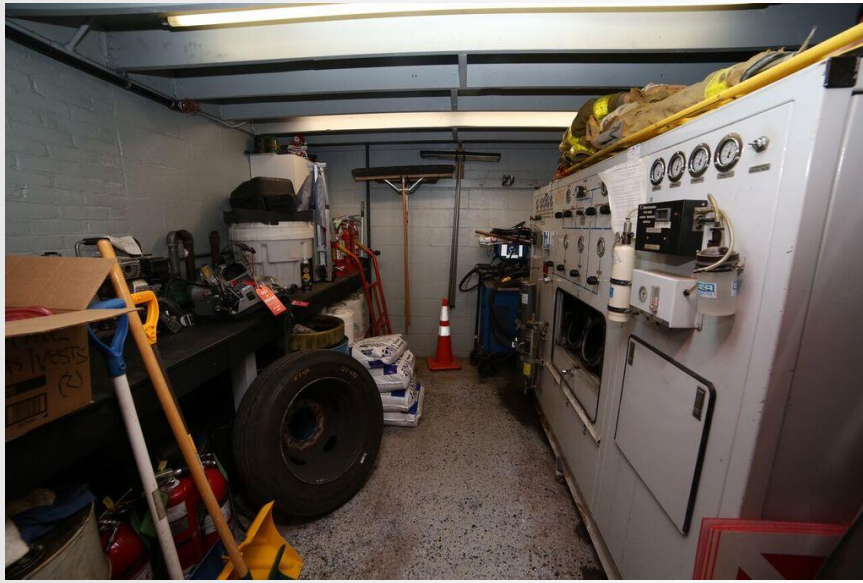
Decon Area



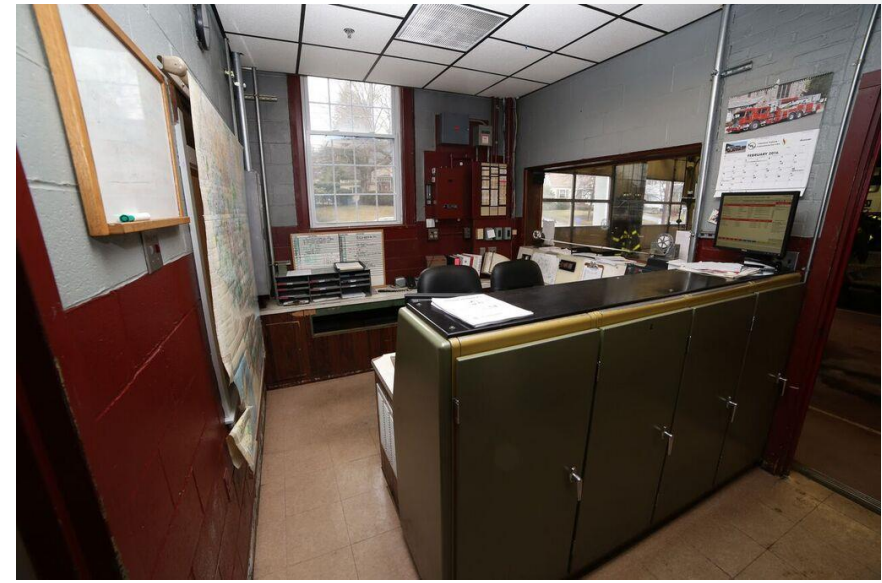
1 Person Sleeping quarters



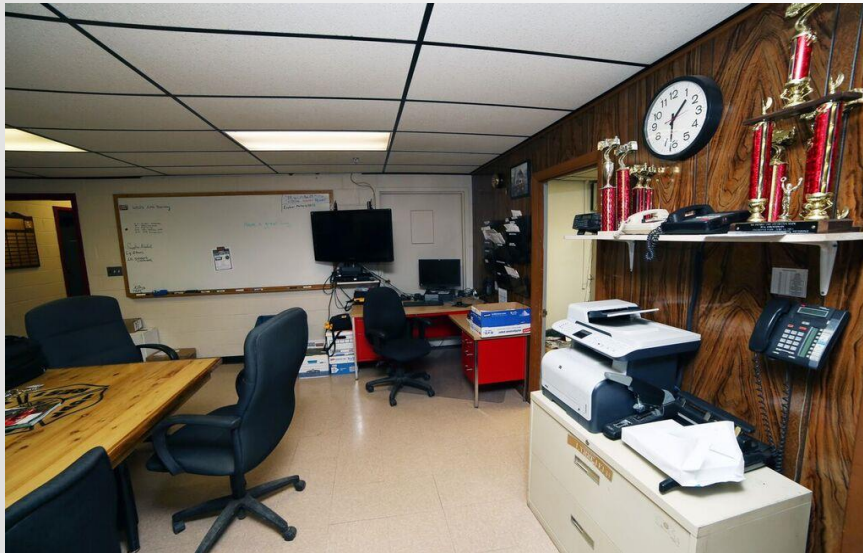
Everything Room



Decompression Chamber



Dispatch – 1960's



Shared Everything Room



Cramped Shop



1946

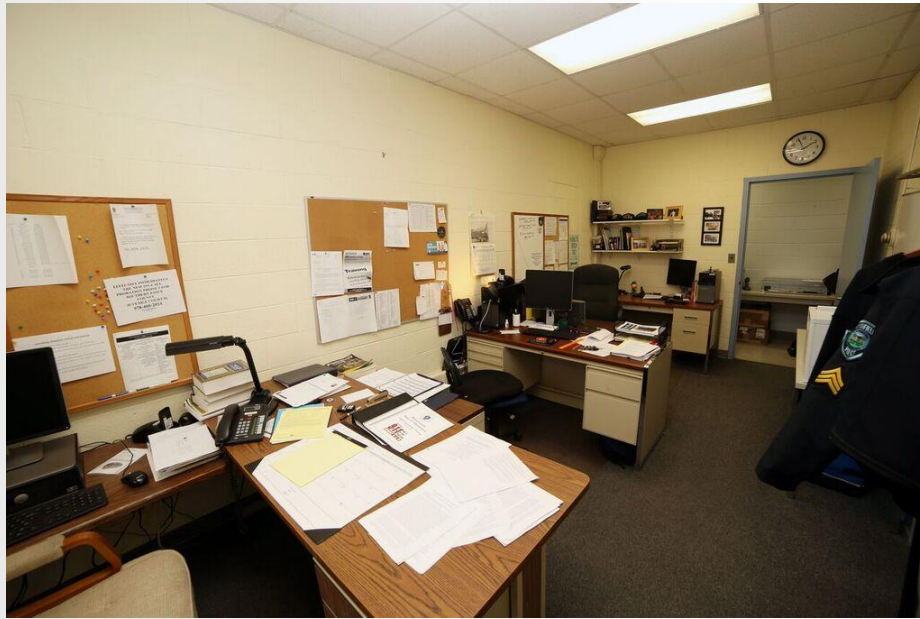


2015

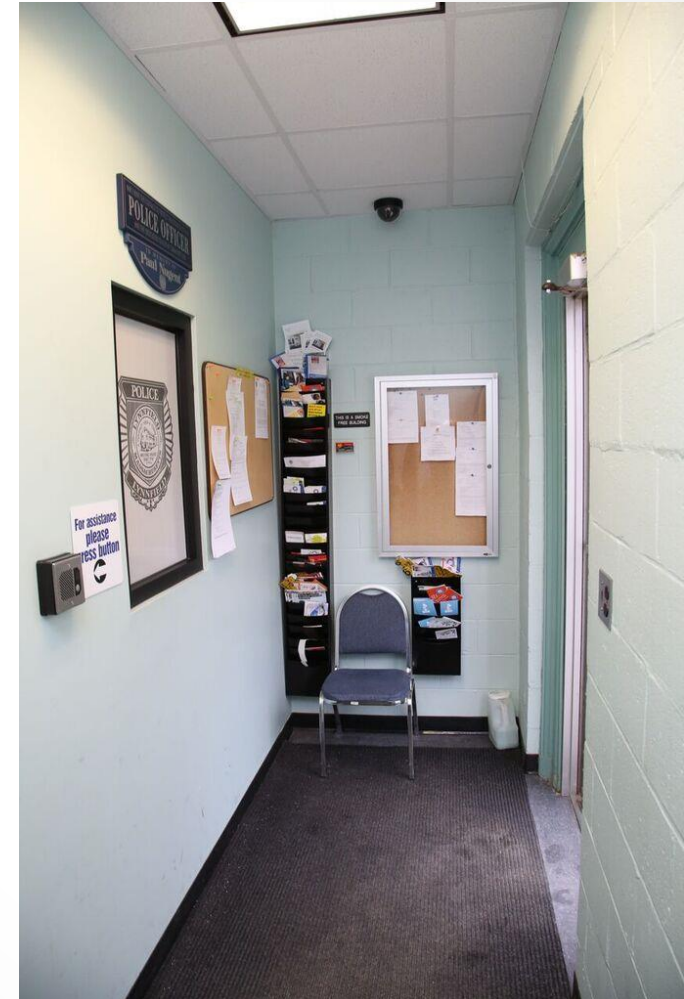
Trucks are now designed much larger than buildings capacity

POLICE DEPARTMENT

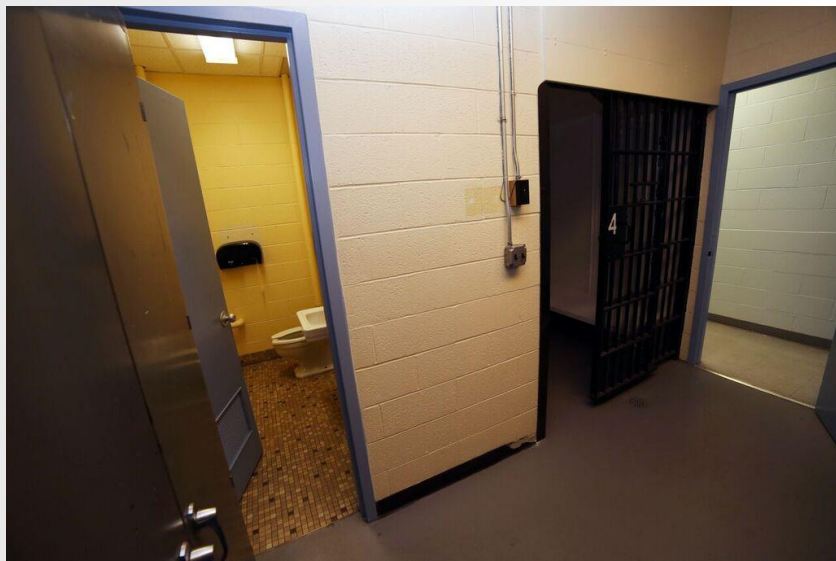
- ✓ Current Police facility was built for 10-12 employees – occupancy is at 30 now
- ✓ Cannot be CALEA accredited because of facility condition
- ✓ Unsuitable dispatch & Reception – cannot properly control area
- ✓ Juvenile holding area is in Lawrence, Ma
- ✓ Cannot use firing range – currently rent other town's ranges
- ✓ Makeshift restrooms & locker facilities
- ✓ No training room – currently use kitchen



Cramped Offices



**Tiny Reception
No Restroom**



**Only 1 Women's Restroom
Shared with Prison**



Illegal Corridors



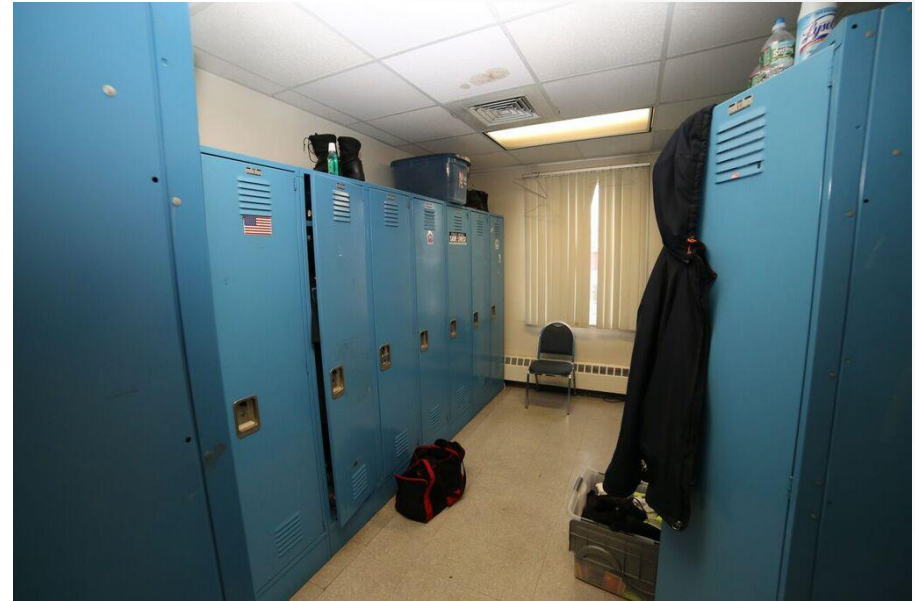
1950's Holding Cells



2-Person Booking Room



1 Hot Shower – no Lockers



Locker Room for 15 Officers



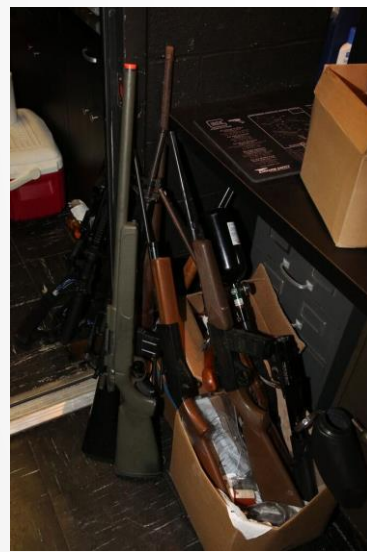
Unsuitable Dispatch



Everything Room



Drug Evidence Room



Fire Arm Room



Historic Firing Range - unused



Combo Restroom, Laundry & Lockers



Yikes

LIBRARY

- ✓ Insufficient parking with poor access
- ✓ Dangerous entry access at Summer Street
- ✓ Overall building is too crowded
- ✓ No program room or meeting space
- ✓ Lack of suitable room for children & teen interests
- ✓ Lack of space allocation for different age groups
- ✓ Current collections & publications cannot be expanded
- ✓ Staff requires additional work & storage areas



Main Room – For Everyone



Everything Room



Only Meeting Area



Staff Meeting



Children's Office



Receiving



Children's Area



Toddler's Area



Sorting Room



Makeshift Storage



Constant Water Problems



Looks Like a Problem?

TOWN HALL

- ✓ Insufficient space for town needs
- ✓ Building is overcrowded
- ✓ Meeting rooms are small & non-existent
- ✓ Outdated electrical, mechanical & IT systems
- ✓ No handicap access!



Cold Storage



No Storage



6 Person Office

SCHOOLS

- ✓ All Schools where built / renovated 14 years ago
- ✓ In 6 years, schools will be 20 years old
- ✓ Minimal costs have been spent on maintenance of the schools
- ✓ Building systems will require replacement starting 2020
- ✓

NEEDS NOT CURRENTLY SERVICED NOW

- ✓ Community Center...
 - Kids / hang area
 - After school activities
 - Adult recreation areas
 - Studios
 - Scouts
 - Sports Clubs
 - Hard court surface
 - Summer programs
 - Outdoor recreational areas
- ✓ Cultural Center
- ✓ Townscape
- ✓ Meeting Space
- ✓ Mother's Group
- ✓ Town Clubs
- ✓ Other?

POSSIBLE RE-PURPOSED NEEDS

- ✓ Senior Center
- ✓ Public Works
- ✓ Public Works
- ✓ Historical
- ✓ School Department
- ✓ Other?

PROBLEMS TO BE RESOLVED

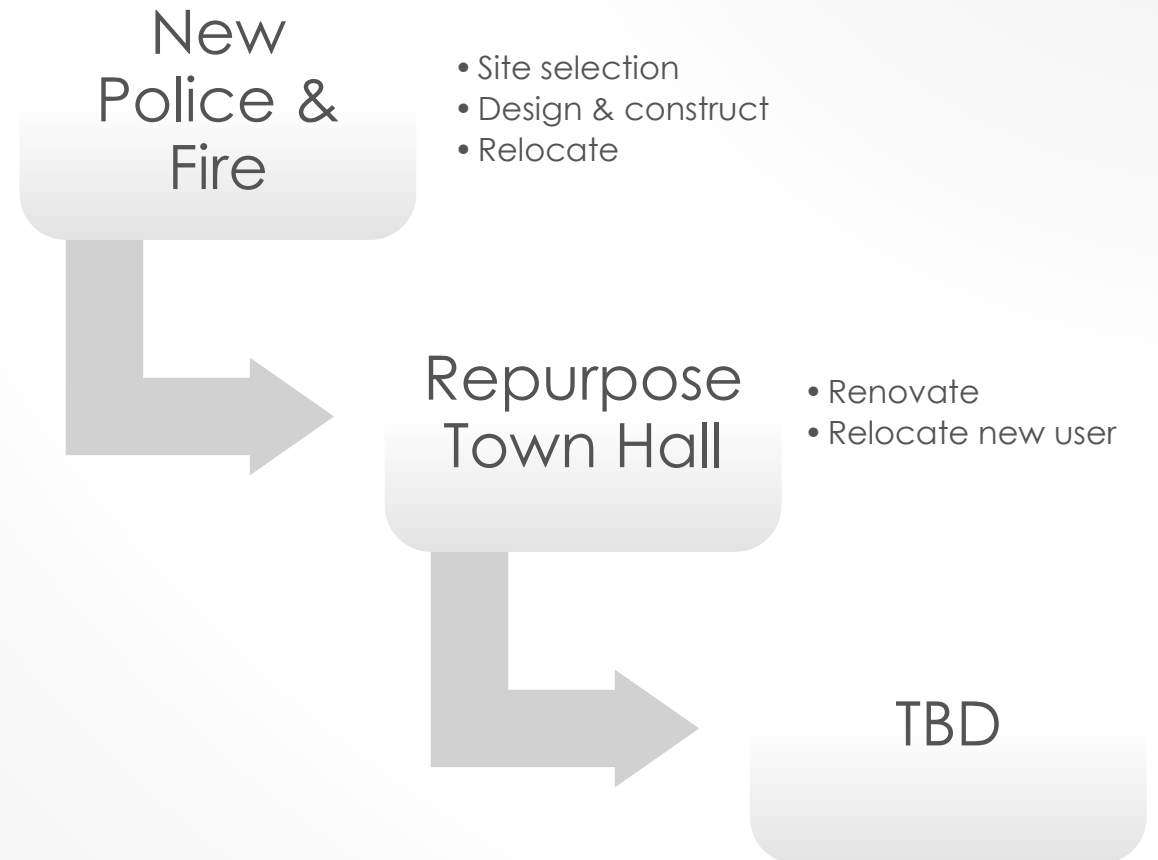
1. Police & Fire have outgrown facilities
2. Town Hall has outgrown it's facility
3. Library has outgrown it's facility
4. Schools are in good solid shape, however require comprehensive maintenance plan by 2020.
5. Comprehensive long range maintenance plan was established in 2004, which must be addressed now!
6. How to pay for needs over next 20-30 years?

Preliminary Square Foot Analysis

Department	Existing SF	Current SF Required	Net SF Required	% Increase
Public Safety:				
Police	5,372 sf	12,000 sf	6,628 sf	120%
Fire - Center	6,600 sf	15,000 sf	8,400 sf	125%
Fire - South	4,692 sf	6,100 sf	1,400 sf	30%
Library:	14,000 sf	28,000 sf	14,000 sf	100%
Town Hall:	10,200 sf	17,000 sf	<u>6,800 sf</u>	66%
			37,300 sf	Requirement

PHASING EXAMPLE

- New Public Safety Facility
- Repurpose existing facility
- Phasing



AVAILABLE SPACE

- ✓Town Owns:

- 2.2 Acres – South Lynnfield Fire Station
- 7 Acres - Reedy Meadow (front portion)
- 40 Acres (useable) - Reedy Meadow Golf

- ✓Geographically challenged

NEXT STEPS

1. Finalize needs assessment
2. Conduct public forums and department meetings
3. Gather public feed back, wants & needs
4. Hire planning consultant to determine best strategies
5. Create comprehensive plan for long term facilities
6. Recommend maintenance fund for schools
7. Apprise town throughout entire process.
8. Ultimately deliver what town needs and wants

TIME LINES

March 2016

- CFAC presentation of needs assessment to BOS

April to Oct 2016

- Engage consultant for initial schematic planning
- Conduct Public Forums & gather feedback

October 2016

- Finalize report back to BOS and request funds to engage planning consultant @ Town meeting

Oct 2016 to April 2017

- Finalize solutions & present complete plan to TM

2018 to 2028

- Execute plan