

**Winchendon Community Park Building Subcommittee
Minutes, December 17, 2020 - Zoom Meeting**

WINCHENDON TOWN CLERK
RCUD JAN 7 2021 PM1:17

Present: Ken LaBrack, Jane LaPointe, Dave Romanowski, Keith Hickey
Public: Jill Sackett for Winchendon Winds
Architects: David Pollak, Julia Patten, Shauna Gillies Smith
OPM: Suresh Bhatia

Called to order at 11:33 a.m.

Business

1. Abacus and Ground Landscape Architects provided an update of the project design.
 - a. Shauna reviewed sketches of the landscape with accessible connectors and slopes, walkways, seat areas with grass and walls, and more accessible paved areas where people could bring chairs. It was noted that we would want some type of gate or barrier at the top of the wider pathway in order to limit/control vehicle access.
 - b. The upper left corner of the stage is at the 100 foot setback from the Pond which should also not interfere with the Elm Street Path .. This will be clearer once the areas to be developed are staked
 - c. Staking will be done soon, depending on snow. Stakes will be numbered and referenced on paper
 - Once the staking is done, the area can be evaluated to identify trees to try to save - particularly a few large trees. This will be determined in part by areas that have to be regraded and where everything will be removed as a change in grade around trees affects their survival.
 - Parking lot location can also be evaluated. To maintain a tree barrier along the road would likely require moving the lot more into the Meadows.
 - d. Reviewed the side view of the stage and seating - for a sense of scale. The site is less steep than initially thought - only 13.5 difference between the low point and the road, but it won't feel flat. A more exaggerated site grade would have more impact on existing trees. There will also be good sight lines and room to spread out for picnics. Trees will be planted within the terraces and at the ends to further integrate the amphitheater with the woodlands
 - e. We briefly discussed the longer term question of wanting access controls for events with tickets.
2. The architects reviewed the Winchendon Winds' questions with Jill Sackett
 - a. Winchendon Winds was identified early on as an anticipated performing group. The stage was sized with them in mind.
 - b. The question of acoustics and sound was a main consideration
 - Vertical walls or portable sound screens was discussed. Portable sound screens are certainly possible and something to be looked into and the question of how tall and how to best secure in the wind should be addressed. They could be stored in the barn.
 - The Park/amphitheater will provide a PA system for performances; also the stage ceiling could hold a hanging microphone grid

- The stage was not designed like a concert hall, it is more like a band stage; however, the shape of the roof will help to hold and reflect/project sound forward
 - The stone pavers for flooring is in play. These will be smooth, with no uneven surfaces to make it difficult to move or roll chairs, instruments, or for dancers, etc.
- c. Audience orientation and site lines was discussed. Stage right has tight sight lines. Stage left is further out - however the storage shed on the stage will help to bounce sound. It may be possible to rotate the corner of the stage a bit to orient more toward stage left. However, the prime concern of Winchendon Winds is acoustic, not sight lines.
3. Advancing the project - pending actions and decisions required before the bid process
- a. Abacus is organizing the engineers to prepare their bid packages. This includes collaboration among civil and landscape engineers; drawings and documents for permitting; engineering reviews and involvement of National Grid (to be done by Suresh and the Town with an engineer)
 - Submissions for permitting are key
 - b. Abacus proposal/contract. Was sent to the OPM 12/16/2020. Suresh will be following up with Keith. The work and costs is the same as what was proposed at the November 9 BOS meeting. There is a need to get the original Master contract signed. However, Abacus is not holding up their work.
 - Abacus needs the approval/agreement from the Town (Keith and Suresh) in order to sign their contract and then contract with the engineers, etc.
 - Suresh will set up a zoom meeting with Keith and David for Monday, December 21 to review the proposal and to address the missing master contract.
 - c. Suresh will coordinate with Keith on the house - the abatement work and utility shut off, etc. for removal
 - d. Getting to construction. There isn't a lot of time as they have built in two more cost estimates -- which are helpful - but require one to two weeks to complete. The first cost estimate will be ready by the end of January 2021. If this contains a lot of detail, it may be sufficient to skip the second cost estimate.
 - e. The two big pieces are the design and the permits (local, state, federal)

Adjourned 1:06 p.m.

Approved: January 7, 2021