

LYNN COMMONS

LYNN, MA

MASTER PLAN



Historic Postcard from Collection of the Lynn Museum

Prepared by
Brown, Richardson & Rowe, Inc.
Landscape Architects and Planners

February 2011

*Project funded by the Executive Office of Energy and
Environmental Affairs*

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Introduction

Over 20 years have passed since the Lynn Commons were rehabilitated in 1987. The park has great historic importance to the city of Lynn and the Commons need repairs. This master planning process for Lynn Commons was initiated in July 2010 to help the City of Lynn develop a long range plan for improvements to the park based on the feedback received at a series of public meetings held between October 2010 and January 2011.

The Preferred Alternative developed during the master planning process reflects overall restoration and rehabilitation concepts that can be used as a framework for the development of more detailed designs in different areas of the park. The recommendations can be implemented in a series of phased projects, as funding becomes available.



Photograph of Lynn Commons with flower beds

General goals include:

- Respect the historic character of this traditional New England Common in all restoration and rehabilitation projects,
- Improve park safety,
- Improve the durability of all park furnishings and
- Improve accessibility throughout the park.

The master planning project was made possible through a Gateway City Parks Program grant from the Executive Office of Energy and Environmental Affairs.

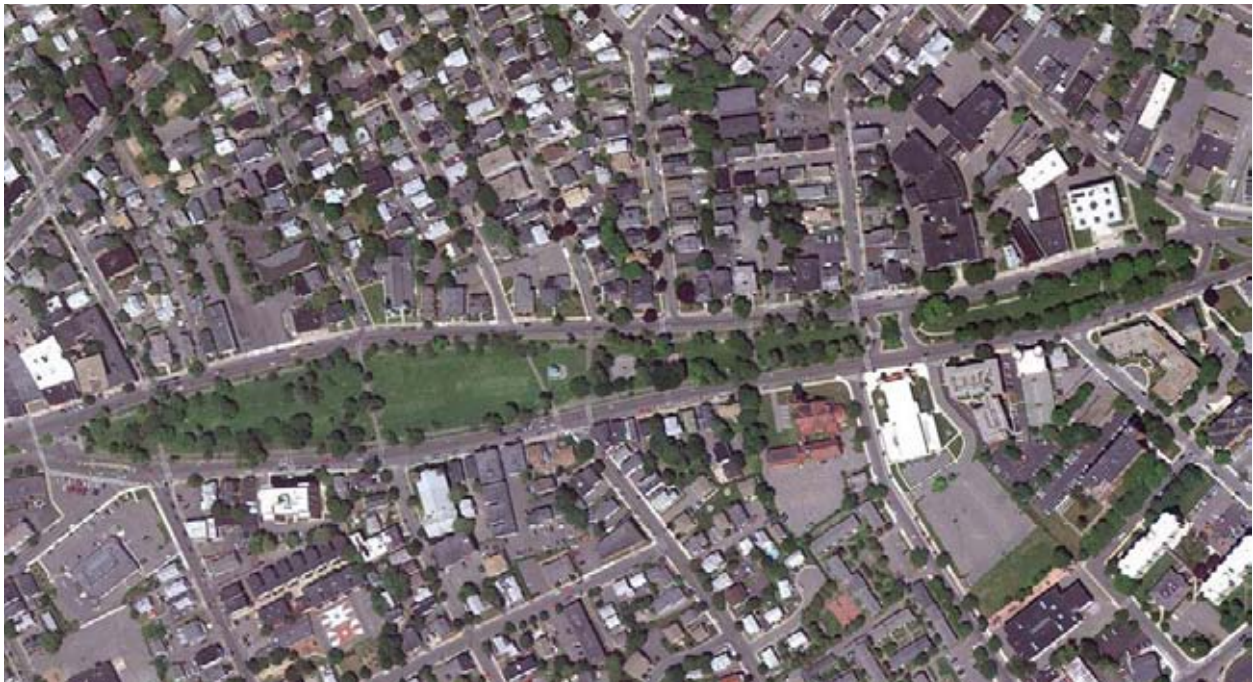
Park History

Since 1630, Lynn has had a common. In the nineteenth century when Lynn was the shoe capital of the world, the shapes of the two sections of the Lynn Commons were refined to look like a shoe. In the middle of the sole, there is a handsome late Victorian bandstand. Early photographs show large expanses of lawn with mature shade trees and walks that connect to neighboring streets, features typically found in other town commons of the era.



Early photograph of Lynn Commons with bandstand

The bandstand and fountain are focal points in the 8.8 acre Commons. The first fountain was designed in 1895. The small common is encircled by a beautiful iron work fence and shaded by deciduous trees with walking paths with benches. The park is located near City Hall, a Middle School for grades 6, 7 and 8, churches, elderly housing, housing with lawyer's offices, and commercial buildings. It runs from Market Street on the west to City Hall Square on the east. There are large open lawns that are used for informal sports and a comfort station. Lynn Common used to be flooded during the winter for ice skating. Now that winters are not as cold, it is hard to maintain ice for any length of time.



Lynn Commons Aerial, courtesy of Google Earth

Park Features



Photograph of Frederick Douglass Bandstand - July 2010

The mature trees, spacious lawns, nineteenth century bandstand, historic ironwork fencing and memorials, in combination, create the character of this important park in the heart of Lynn's downtown. The following inventory of the existing park features is the first step in determining a program for restoration, rehabilitation and replacement.

Frederick Douglass Bandstand

There are concerts at least once a week in good weather in the bandstand, a contributing structure to the Lynn Common Historic District. Listed in the National Register of Historic Places on April 4, 1992, the bandstand is dated ca.1890-1900 and features such typical late-19th Century design elements as a rubble stone foundation, turned and bracketed supports, a spindle balustrade and a pierced frieze. The domed copper roof is flared and topped by a finial. The bandstand is flanked by several rows of park benches.

The bandstand appears to have undergone two alterations since its original construction. First, a 3¾" reinforced concrete floor and exterior masonry stairs up to the floor were added. The raised floor of the bandstand was probably originally accessed through the doorway on the east side with interior stairs. The bandstand is not accessible.

The second alteration occurred in 1987 with plans by the City Design Collaborative of Boston, MA. In November 2010, McGinley Kalsow Architects prepared an Assessment of Existing Conditions and Recommendations for Renovation/Restoration and has outlined the repairs that need to be made to the structure. The report is included in Appendix A. Restoration of the bandstand is a first priority for the City of Lynn.



Current Fountain - July 2010

Fountain

The current black fountain was added to the park in 1987. Before this fountain was installed, there was a frog pond with a central fountain. General Electric electrified the original fountain at the turn of the century. The 1987 fountain has three levels and did have a colored light display. The controls for the lights and the fountain were located underground and flooded in a rain storm. After the storm, the controls were moved to the comfort station. The company who designed the lights is no longer in business. The lights still work, but the computer controls and pumps do not. The refurbishment of the fountain, the lights and special effects is a second priority for the City of Lynn.



Comfort Station - July 2010

Comfort Station

The comfort station is opened during functions. The windows have been boarded up. The electronics for the fountain are inside the comfort station. The interior of the comfort station needs to be upgraded.

The City needs to hire an architecture firm to assess the condition of the roof, walls and windows, to identify methods of complying with the Americans with Disabilities Act, to evaluate the condition of the interior, plumbing, fixtures and furnishings and to prepare plans and a cost estimate for the rehabilitation of the comfort station.



Paths

The paths are well used. The city plows them in the winter. In the small common between Franklin and Hanover Street, the paths are concrete and are bordered on both sides by a rolled concrete curb. The curb and the sidewalk were installed at the same time. The raised curb is a character defining feature that contributes to the historic character of the park. The raised elevation of the lawn helps maintain the quality of the lawns by separating the paths from the lawn. Restoring the rolled curb is challenging, but important to the park's historic character.

Most of the paths in the large Common are asphalt. In 1987, a stone dust path was installed with benches on both sides of the path between Mall and Park Streets. The stone dust is no longer visible because it is now covered with grass. The benches in this area are well used. Public meeting attendees would like this path to be refurbished with stone dust.

Benches

There are four different types of benches in the park. One type has green wooden slats and concrete ends. These benches provide seating in front of the bandstand. The other three varieties have red wooden slats, are located around the park and have been installed over time. The existing benches are costly to maintain. The City would like to replace the wooden benches with black metal benches throughout both of the commons.



Benches and Black Metal Drum at Large Common - July 2010

Trash Receptacles

At present, the city uses black barrels. People sometimes dump trash illegally in these trash cans at night. A new trash receptacle with a lid and a gate would prevent people from dumping large bags of trash into the receptacle.

Picnic Tables

At present, people have picnics on blankets on the grass. At the second public meeting, there was a request for a few picnic tables in the large Common to accommodate elderly and handicapped people.



Fence at small Common - July 2010

Fencing

A distinctive, black ornamental fence surrounds the small Common and needs repair. The City has the mold for the fence that surrounds the section of the Common between Franklin and Hanover Streets. The City would like to keep the fence around the small common, but would prefer to keep the big common open. In the past, cars hit the fence that used to surround the big common and damaged the fence. These accidents led to the removal of the fence.

At the two entries to the large common, two granite columns flank the paths. Adding short segments of black ornamental fence set in from the street would be one way to tie the two commons together without installing fence around the entire periphery of the large common.

Memorials

There are several memorials in the park. Their locations are shown on the Existing Conditions and Site Analysis Plan.

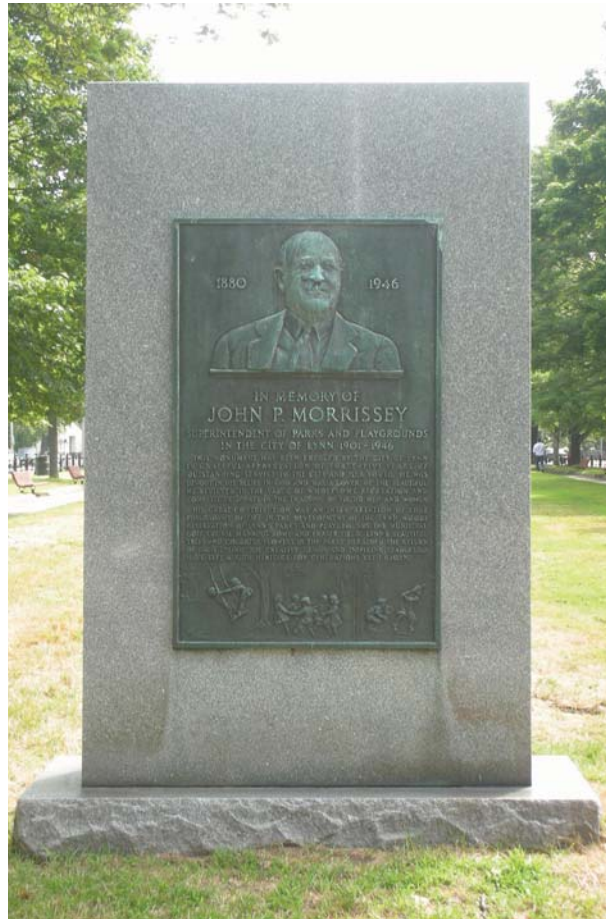
At the west entrance to the large Common, the stone bowl blocks the view to the Lynn History Memorial. There is no memorial at the entry where Hanover and Blossom Street cross North and South Common Streets. This memorial could be relocated to this location if there are no objections.



City of Lynn History Memorial - September 2010



Soldiers, Sailors and Marines of Lynn Memorial - September 2010



John P. Morrissey Memorial at Large Common - September 2010

Lights

At present, there are only two modern lights in the Lynn Commons. The surrounding streets are lit with cobra lights. The circumferential paths, the cross paths and the entries are not lit. The interior of the commons is dark at night.

To improve safety in the park, meeting attendees requested that 17 to 18 feet high decorative pedestrian scale Washington Post LED lights with single luminaires be installed along the paths throughout the park.



Modern Cobrahead Light at Large Common - July 2010



Modern Spot Light at Large Common - July 2010



- MAIN ENTRANCE ON COMMON STREET AT INTERSECTION



- HISTORY MEMORIAL LACKS SETTING



- NO CROSSWALK AT TRANSITION CURB RAMP



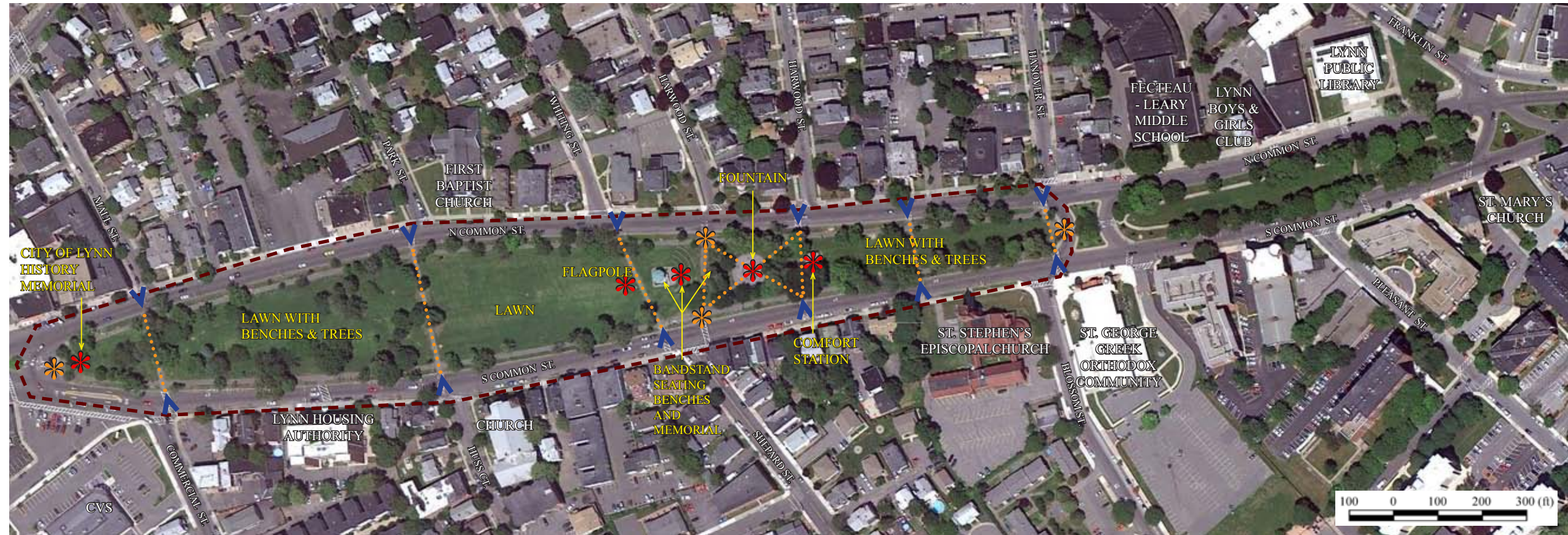
- ENTRANCE ON SOUTH COMMON STREET LACKS HISTORIC CHARACTER
- TRASH BARREL



- DAMAGED GRASS AT EDGE OF PATH
- TREES SCREEN VIEW TO NEARBY RESIDENCES



- GRASS HAS GROWN OVER STONE DUST PATH . BENCHES NOW APPEAR TO BE IN MIDDLE OF LAWN



- ✿ MAIN PEDESTRIAN ENTRANCE
- ⬆ PEDESTRIAN ENTRANCE
- ✿ INTERESTING STRUCTURES
- ⋯ CROSS PARK PEDESTRIAN ROUTE



- DEAD TREE
- OTHER TREES WOULD BENEFIT FROM PRUNING



- THE TWO TYPES OF LIGHTS ARE MODERN AND DIFFERENT FROM EACH OTHER



- HISTORIC BANDSTAND NEEDS RESTORATION



- LAWN IS WORN NEAR BANDSTAND SEATING AREA



- FOUNTAIN IS SINGLE WATER FEATURE IN PARK
- KIDS PLAY IN THE SPRAY



- COMFORT STATION OPENED DURING EVENTS

Gateway Cities Parks Program
Executive Office of Energy & Environmental Affairs

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LYNN COMMONS

Lynn, Massachusetts

SITE ANALYSIS and EXISTING PROGRAM (1)

INFORMATION & PLANNING MEETING

October 5, 2010



- MAIN ENTRANCE BETWEEN NORTH AND SOUTH COMMON STREETS
- TRASH BARREL



- JOHN MORRISSEY MEMORIAL
- LAWN NEEDS TO BE REFURBISHED



- IRONWORK FENCE NEEDS REPAIRS



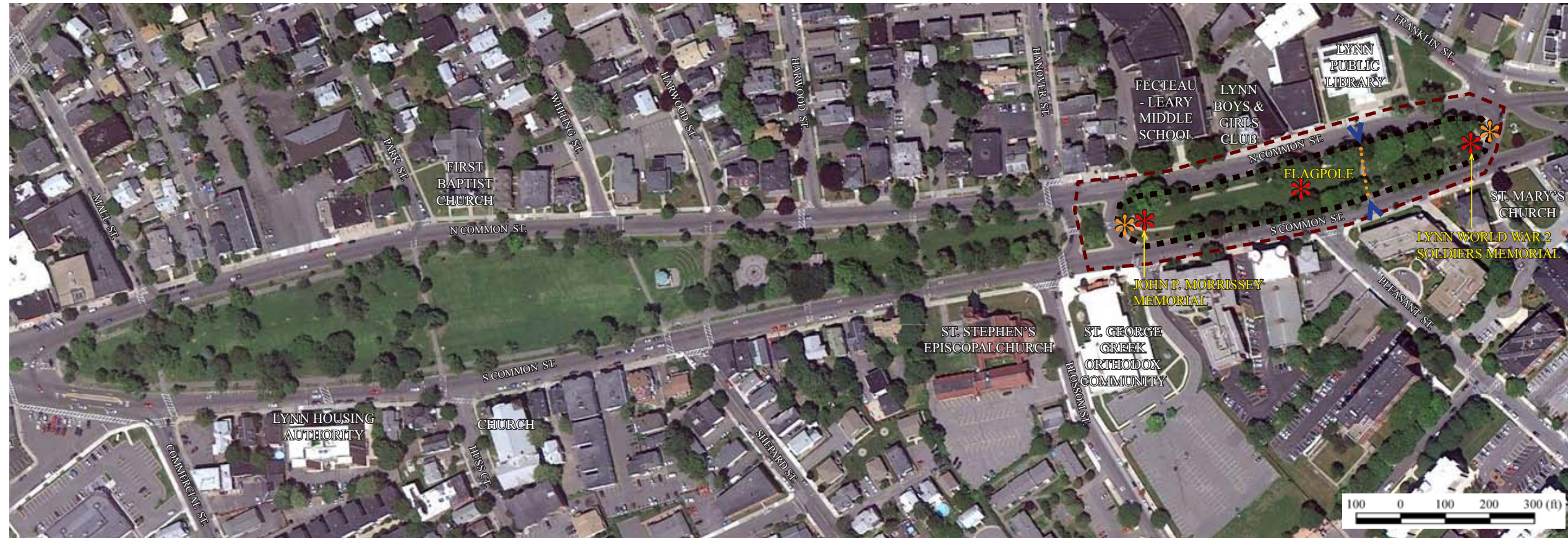
- FLOWER BED IN MIDDLE OF LAWN



- TRASH ON PATH AND LAWN
- ADDITIONAL TRASH RECEPTACLES NEEDED



- DETERIORATED SITE FURNITURE
- CRACKED CONCRETE PATH
- LIMITED BUFFER BETWEEN BENCH AND STREET



- ✿ MAIN PEDESTRIAN ENTRANCE
- ▲ PEDESTRIAN ENTRANCE
- ✿ INTERESTING STRUCTURES
- CROSS PARK PEDESTRIAN ROUTE
- EXISTING BLACK IRONWORK FENCE
- N



- UTILITY BOX LOCATED AT PARK ENTRANCE



- POSTER ON LIGHT POLE

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Executive Office of Energy & Environmental Affairs

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LYNN COMMONS

Lynn, Massachusetts

SITE ANALYSIS and EXISTING PROGRAM (2)

INFORMATION & PLANNING MEETING

October 5, 2010

Flagpoles

The City of Lynn likes flag poles. There are many different ethnic groups in Lynn including Russians, Cambodians, Hispanics, Greeks and Ghanans. The City raises the flags from the different countries in the Common. The flagpoles are in good condition, but are modern in appearance.



Flagpoles in Small Common - July 2010

Lawns

The spacious lawns are a welcome refuge for Lynn's citizens. There are some bare areas that would benefit from turf maintenance.

Trees

New trees were planted as part of the Town Commons Program in 1987. Favored species were Red Maples, London Plane Trees and Red Oaks. Lynn buys 3 to 3.5 inch caliper trees so that vandals cannot snap off the new trees. The DPW does not have the resources to plant or water trees. The department puts tree planting out to bid every three years, requires a two year warranty, holds 20% of the contract amount as retainage and releases 5% of the retainage at intervals to ensure quality maintenance. In 2010, the city planted five Pin Oaks off North Common Street inside the path.

A high pressure gas line enters the large Commons at Mall Street, runs under the large lawn and stone dust path. It exits the park at Shepard Street. It is encased in concrete. No trees can be planted over the gas line.

Every year the city's Christmas tree is placed at the east end of the small common nearest City Hall.

Current Uses

Current uses include:

- Informal pick up soccer in the big section of the Commons
- Other informal field sports
- Walking
- Dog Walking
- Jogging
- Concerts
- Picnics

The bandstand, fountain, walking paths and lawns are the most heavily used facilities. In some places, people do not feel safe in the park. Reduced visibility, both into and out of the park, contributes to this feeling and is caused by mature vegetation and the lack of lighting.

Recommendations

At the public meetings, the participants agreed that the existing functions and uses of the Common are all valuable, and needed. Based on public input from the meetings, the following are the priorities for improvements to the Lynn Commons. Additional detail is found in the Estimate of Probable Costs in Appendix B.

Bandstand

- Rehabilitation of the Frederick Douglass bandstand,
- Provision of access to the stage from inside the bandstand with a lift inside the band stand,
- Regrading of the area where the benches are located to make it possible to lower the doorway to the bandstand by 14”,

Fountain

- Repair of the fountain and associated lighting effects,

Comfort Station

- Rehabilitation of the Comfort Station,

Paths

- Replacement of paths to meet ADA accessibility guidelines, which were developed after the park was built,
- Replacement of precast concrete rolled curbs in the Small Common, as needed,
- Re-install stone dust paving for central path in the Large Common,

- Addition of mileage markers every quarter mile along the loop paths. The circumference of both Commons is approximately one mile. The granite medallions would be engraved with the outline of a shoe of a type once manufactured in Lynn. The medallions would be flush with the ground to one side of the path out of the way of sidewalk snow plows.

Site Furniture

- Replacement of deteriorated site furniture with stylistically similar, durable black steel benches, trash receptacles with gates, picnic tables and bicycle rings,

Fencing

- Repair of ornamental fence surrounding the Small Common,
- Addition of one panel of black ornamental ironwork fence to each of the two granite columns at the two entries to the Large Common,

Lights

- New pedestrian scaled, black Washington Post LED lights along park walkways,
- Creation of welcoming, well lit park entrances,
- Addition of an electrical outlet near Christmas tree at the east end of the small common near to City Hall to facilitate seasonal lighting displays,

Memorials

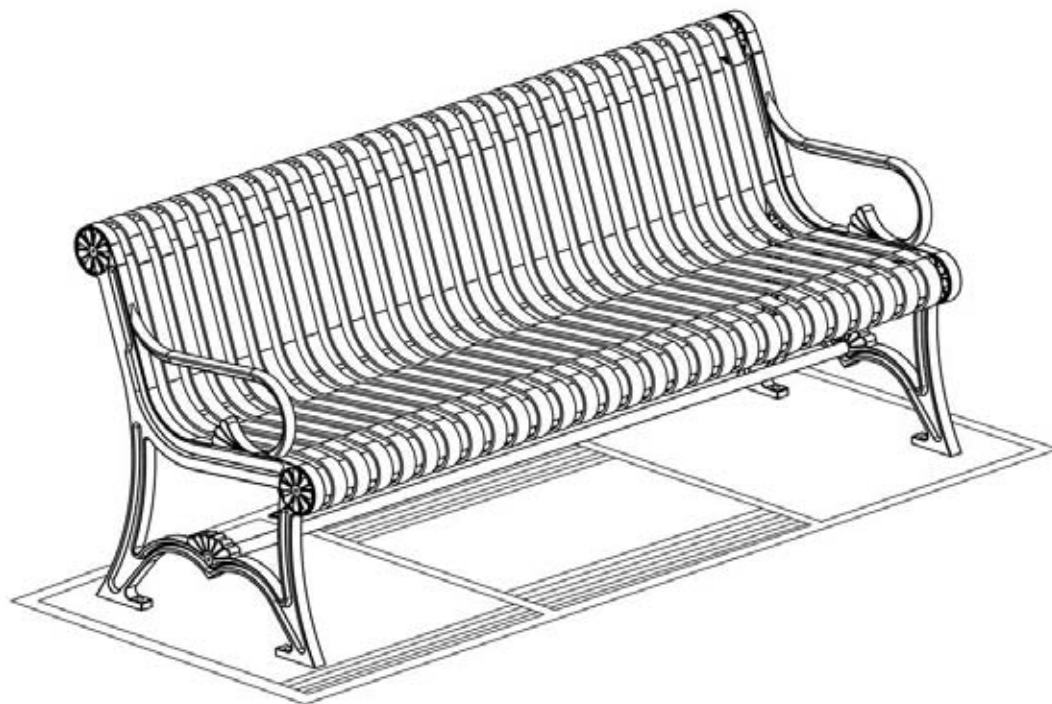
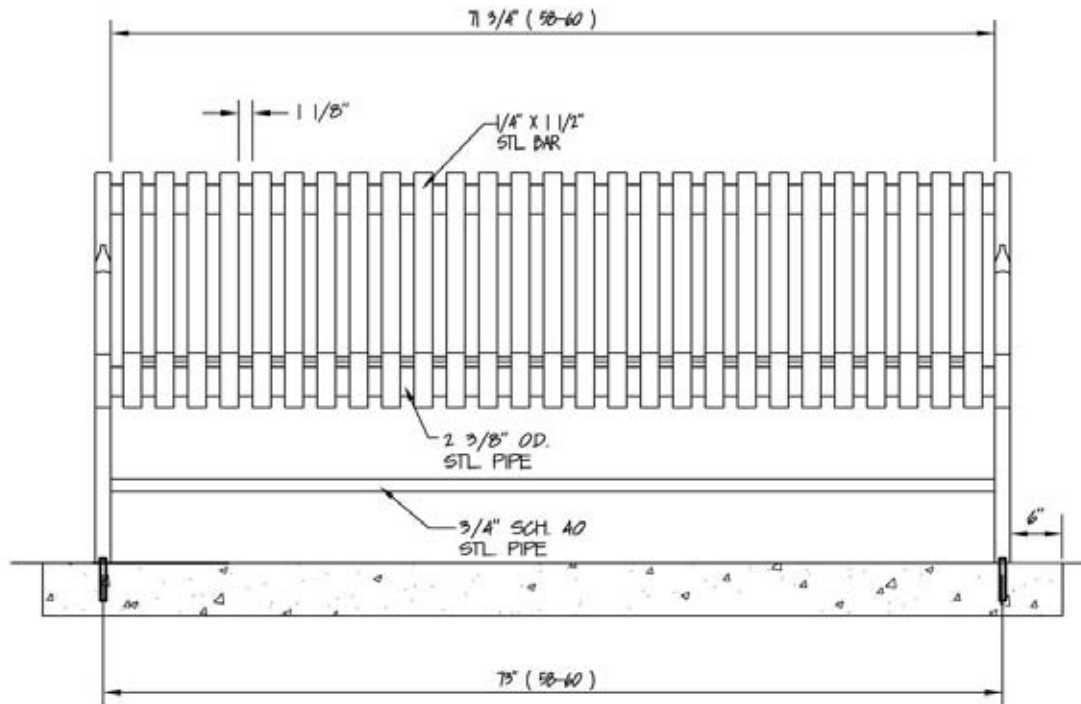
- Improved settings for two historic memorials: the Lynn History Memorial and the granite bowl,
- Tree pruning of existing mature trees to allow views into and out of the park,

Lawns

- Aeration of Lawn to improve the health of the turf,

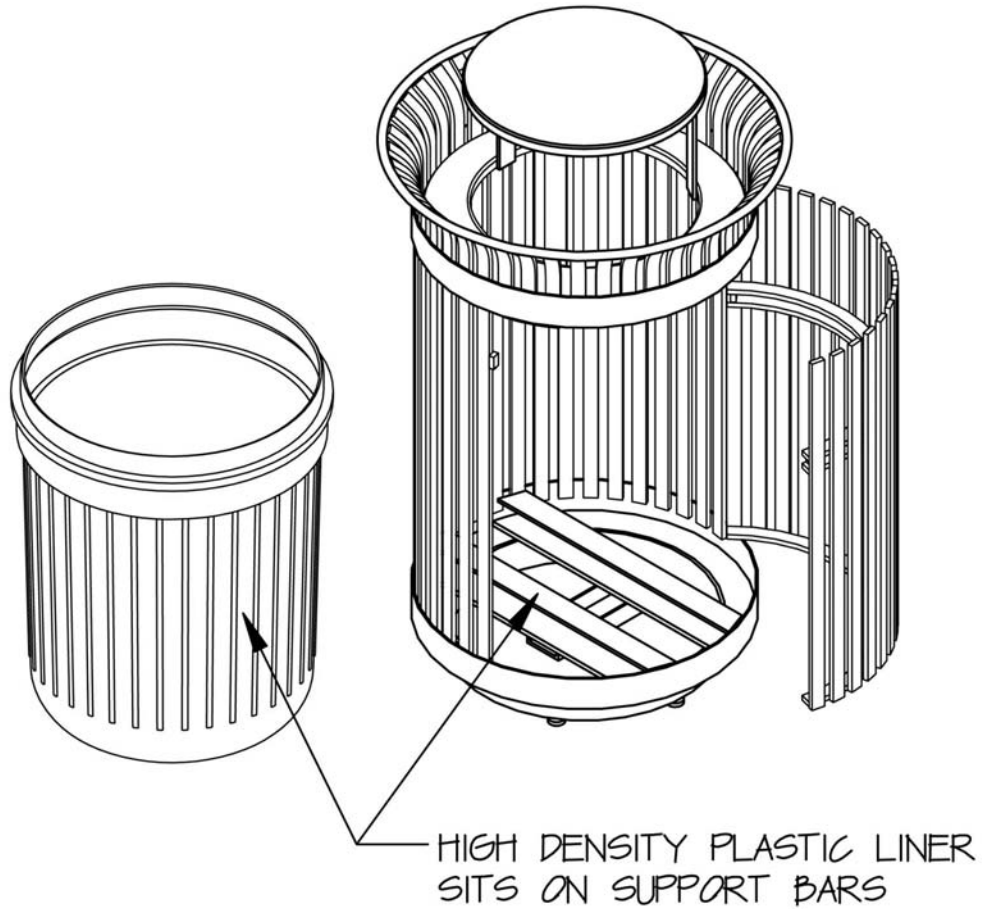
Trees

- Removal of dead and unhealthy trees,
- Tree pruning of mature trees to allow views into and out of the park,
- Planting of new trees resistant to the Asian Long Horned Beetle such as American Beech, American Linden, Pin Oak, Red Oak, and Tulip Trees.
- Attachment of labels to trees with species name.



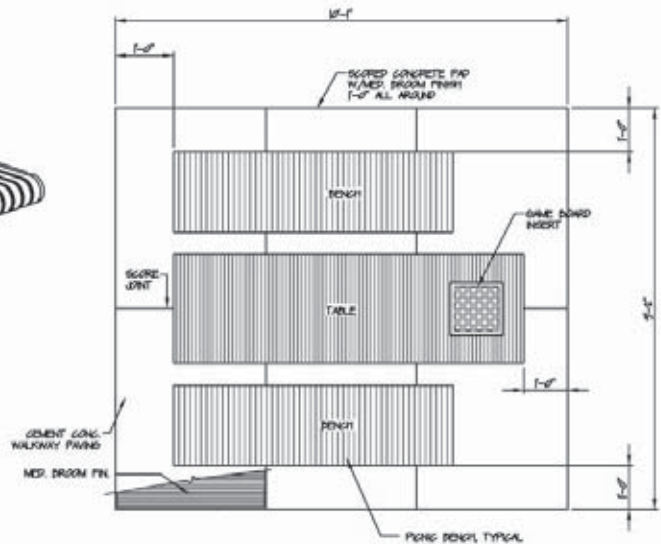
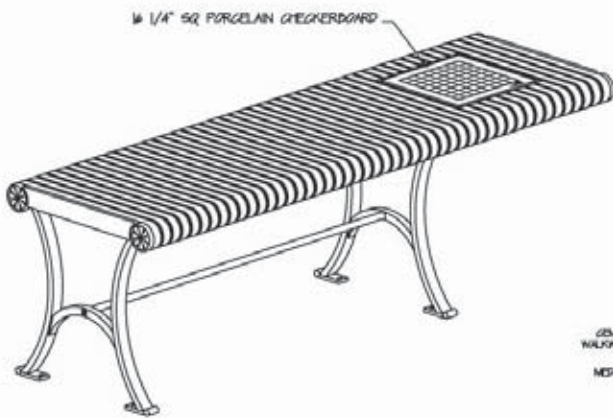
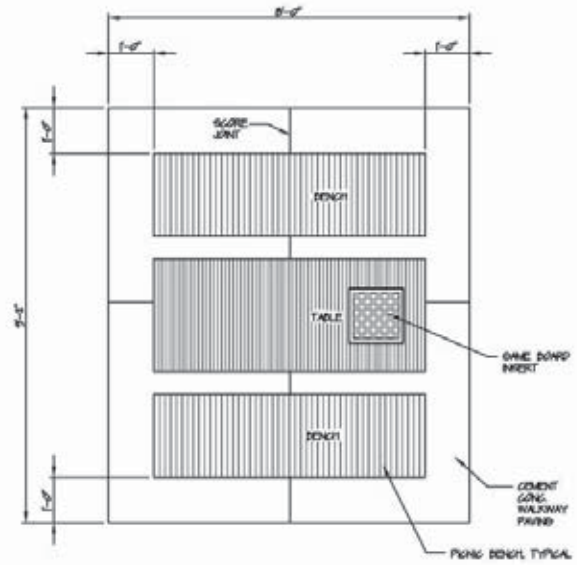
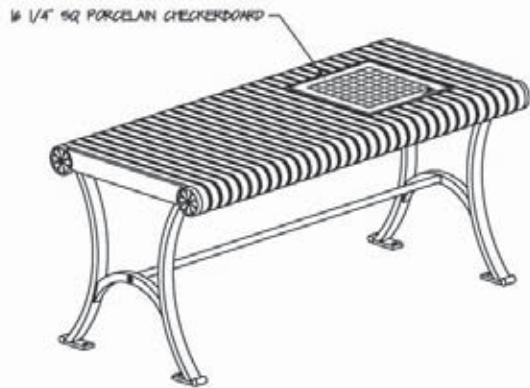
Proposed Benches

These durable black metal benches require minimal maintenance and are compatible with the black metal ironwork fence around the small common. The City would like to replace the wooden benches with black metal benches throughout both of the commons. Their locations are shown with brown rectangles on the Site Furniture Layout Plan and Furniture Suggestions Plan following this section.



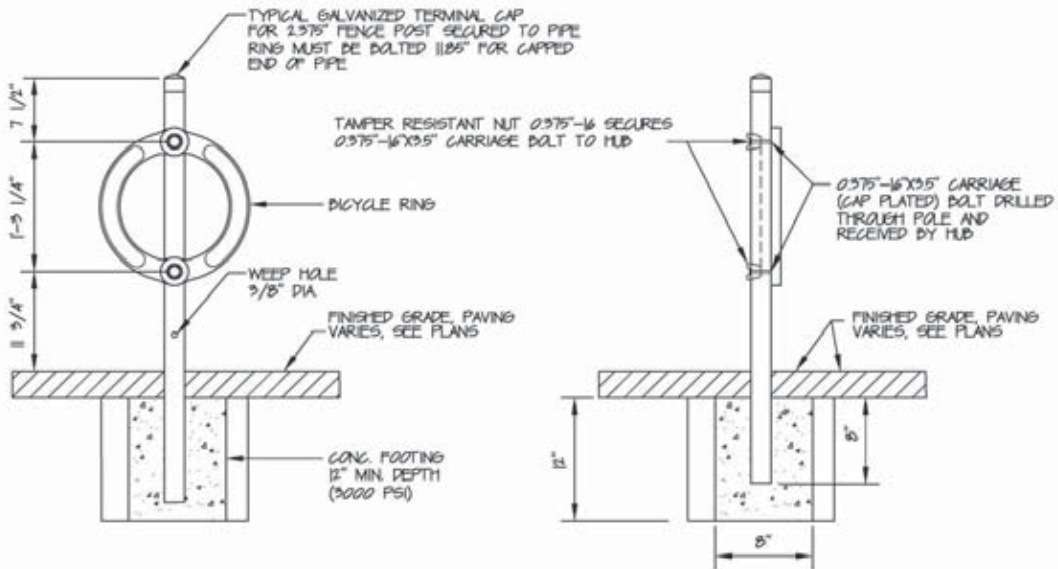
Proposed Trash Receptacles

These durable black metal trash receptacles have a gate and a lid on top which discourages illegal dumping of household waster. They require minimal maintenance and are compatible with the proposed benches and the black metal ironwork fence around the small common. The City would like to replace the black metal drums with these trash recptacles in both commons. Their locations are shown with green dots on the Site Furniture Layout Plan and Furniture Suggestions Plan following this section.



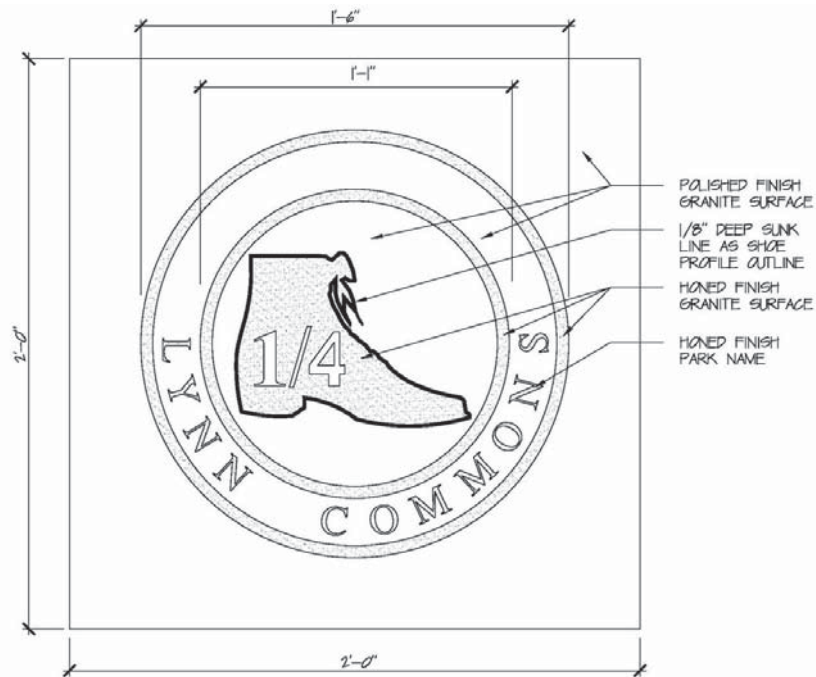
Proposed Picnic Tables

These durable black picnic tables would be located near the stone dust path. One of the tables is accessible at one end for a person in a wheel chair. The other two tables are the standard tables. Both types require minimal maintenance and are compatible with the proposed benches and trash receptacles. Their locations are shown with a brown picnic table symbol on the Site Furniture Layout Plan and Furniture Suggestions Plan following this section.



Proposed Bicycle Rings

These durable black bicycle rings would be located near the entries to the Commons. Their locations are shown with a blue dot on the Site Furniture Layout Plan and Furniture Suggestions Plan following this section.



Proposed Mileage Markers

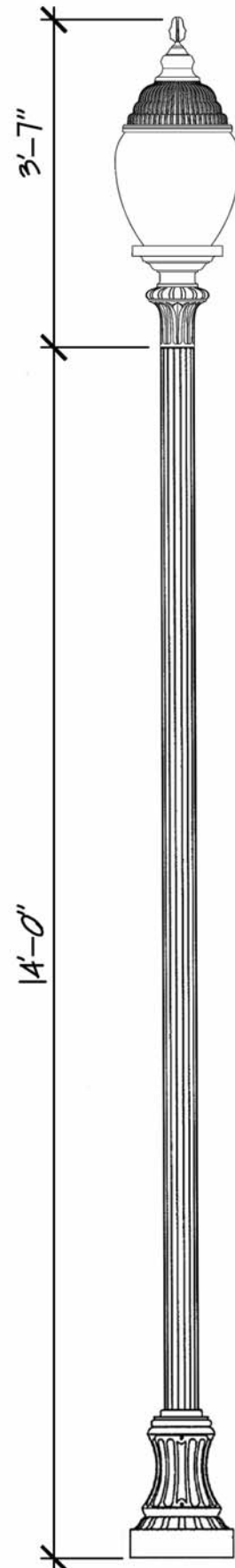
These durable granite mileage markers show a shoe sample once manufactured in Lynn. The mileage number would give park users the distance he or she has walked. The entire circumference of the commons is approximately one mile. Their locations are shown with a red dot on the Site Furniture Layout Plan and Furniture Suggestions Plan following this section.

Proposed Lights

These durable black metal pedestrian scale lights are compatible with the benches, trash receptacles and picnic tables. The 17 to 18 feet high decorative Washington Post LED lights would have single luminaires. They would be similar in style to the double Washington Post lights located between Pleasant Street and City Hall Square.

There are several possible approaches to adding pedestrian lights to the Commons over time depending on the availability of funding.

- The first possibility would be to add 90 to 100 lights along all pedestrian paths throughout the entire park.
- The second possibility would be to locate lights along the cross paths that connect to neighborhood streets such as Park Street and Huss Court or Whiting and Shepard Streets.
- The third possibility would be to light only the bandstand area. These fixtures seem appropriate to the history of Lynn Commons, the bandstand and fountain.



Proposed Trees



American Beech



American Linden



Red Oak



Tulip Tree



Pin Oak

Summary




The Lynn Commons Master Plan can serve as a guide for future restoration, rehabilitation and replacement projects over the next 10 to 15 years. The Estimate of Probable Costs includes information that can be used in the preparation of grant applications and fundraising requests. The implementation of the renovation and restoration of the Frederick Douglass Bandstand will require a topographic survey. Lowering the doorway 14” to facilitate the installation of a wheel chair lift within the bandstand necessitates an understanding of the existing topography.

Other improvements such bench and trash receptacle replacement can be done without a survey. However, a survey of the entire Commons would be helpful to bidding out the work and tracking improvements over time.

The public process included three public meetings in October and November of 2010 and January 2011. Representatives of the Office of Economic and Community Development, the Lynn Park Commission, the Department of Public Works, the Lynn Historical Commission, the Lynn Housing Authority and Neighborhood Development, the Lynn City Council and city residents provided valuable input to the master plan process. Continued community participation and consultation with key stakeholders will be necessary during detailed park design projects.



TREE INVENTORY PLAN

 PROPOSED TREES
 TREES TO REMOVE
 TREES TO PRUNE

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↑



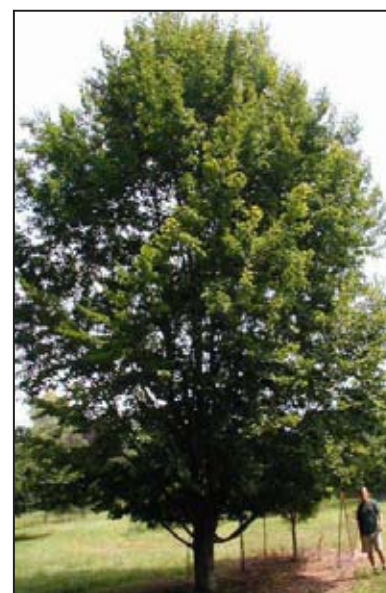
RED OAK OR PIN OAK



LINDEN



TULIP TREE



AMERICAN BEECH



RED MAPLE
(ALB)

PROPOSED TREES

Gateway Cities Parks Program
Executive Office of Energy & Environmental Affairs

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LYNN COMMONS
Lynn, Massachusetts

INFORMATION & PLANNING MEETING # 3

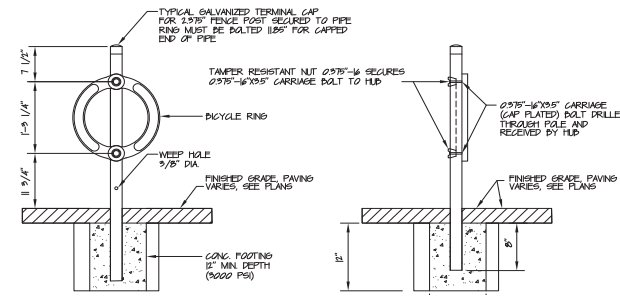
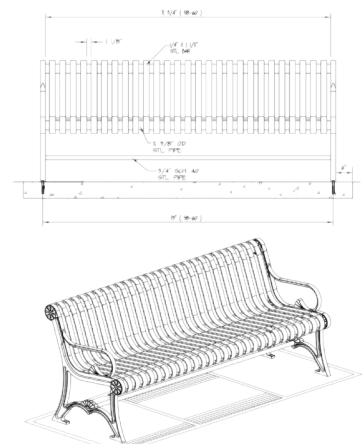
January 4, 2011

TREE INVENTORY and PROPOSED NATIVE TREES

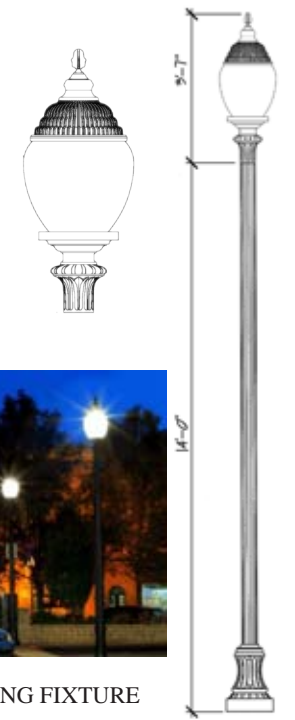
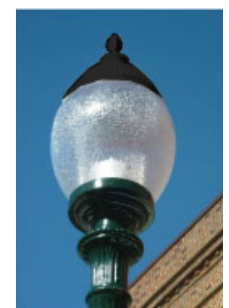


SITE FURNITURE LAYOUT PLAN

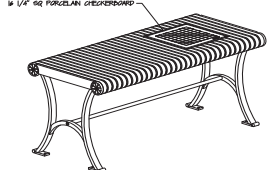
- PROPOSED LIGHT POLE (SPACED 55' - 60')
- PROPOSED BENCH
- PROPOSED PICNIC TABLE
- PROPOSED TRASH RECEPTACLE
- PROPOSED MILEAGE MARKER
- PROPOSED BICYCLE RACK



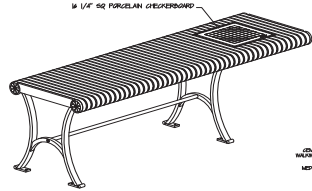
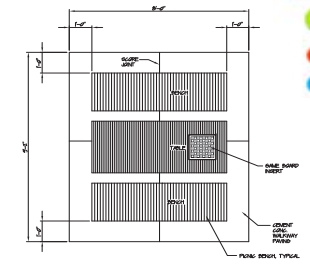
BICYCLE RACK



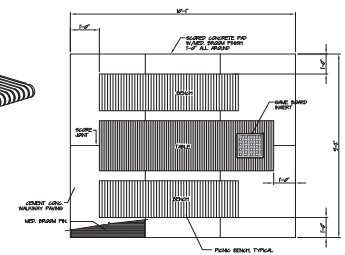
LED LIGHTING FIXTURE



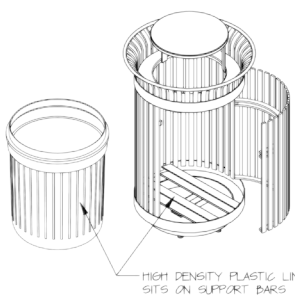
PICNIC TABLE



ACCESSIBLE PICNIC TABLE



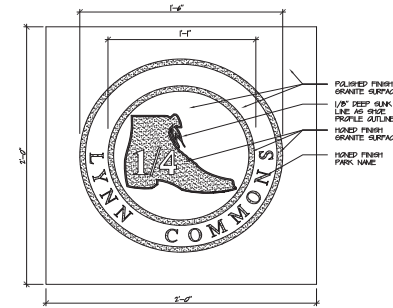
BENCH



TRASH RECEPTACLE



PROPOSED SITE FURNITURE



MILEAGE MARKER

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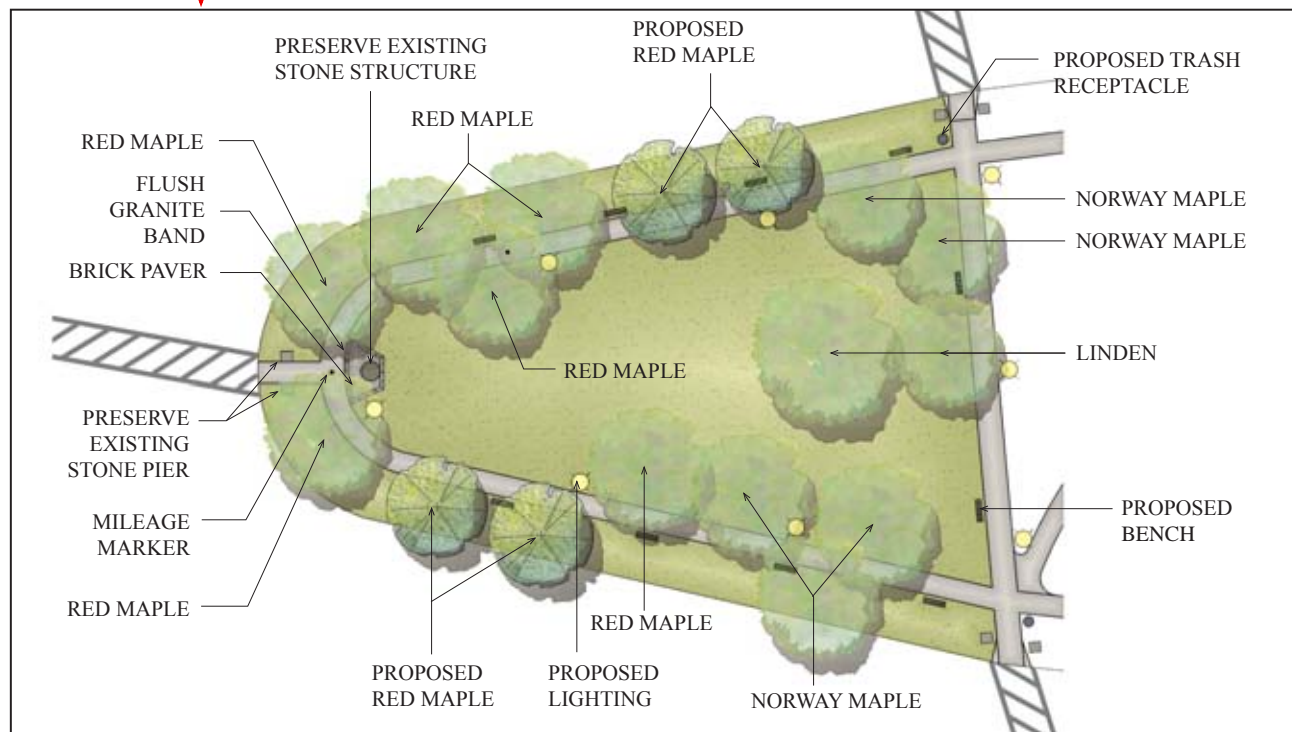
LYNN COMMONS
 Lynn, Massachusetts

INFORMATION & PLANNING MEETING # 3
 January 4, 2011

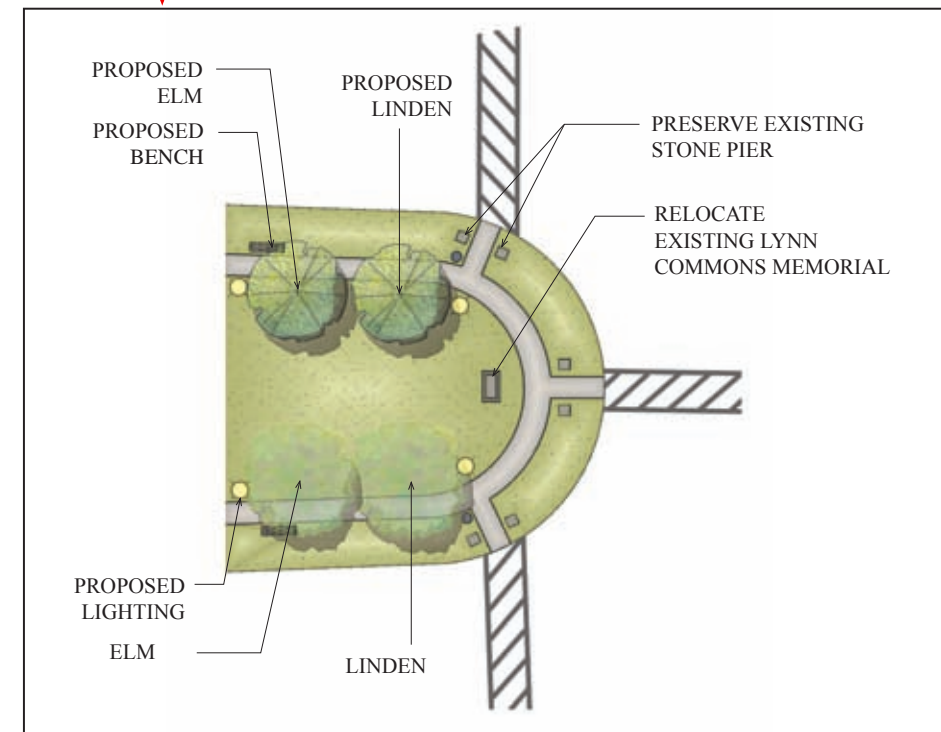
SITE FURNITURE LAYOUT PLAN and FURNITURE SUGGESTIONS



EXISTING PLAN



PROPOSED BLOW-UP PLAN



Appendix A

FREDERICK DOUGLASS BANDSTAND,
LYNN COMMON HISTORIC DISTRICT, LYNN,
MASSACHUSETTS 01901

Assessment of Existing Conditions & Recommendations for Renovation/Restoration
February 4, 2011

Prepared by McGinley, Kalsow & Associates, Inc.

Frederick Douglass Bandstand

Lynn Common Historic District
Lynn, Massachusetts 01901

Assessment of Existing Conditions & Recommendations for Renovation/Restoration February 2, 2011



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Somerville, MA 02145

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Landscape Architects & Planners
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Introduction

The Frederick Douglass Bandstand is a contributing structure to the Lynn Common Historic District, which was listed in the National Register of Historic Places on April 4, 1992. The bandstand is dated ca.1890-1900 and no original plans have been found to date. The bandstand is described as follows:

The bandstand, while modest, features such typical late-19th Century design elements as a rubble stone foundation, turned and bracketed supports, a spindle balustrade and a pierced frieze. The domed roof possesses a slight ogee flare and is topped by a finial. The bandstand is flanked by several rows of park benches.

The bandstand appears to have undergone two alterations since its original construction. The first alteration replaced a probable wood floor with a 3³/₄" reinforced concrete floor and exterior masonry stairs up to the floor at the southeast corner of the bandstand. It appears that the raised floor of the bandstand was originally accessed through the doorway on the east side with interior stairs to the raised floor.

The second alteration occurred in 1987 with plans by the City Design Collaborative of Boston, MA, which included the following renovations:

Roof: Remove loose paint, chemically clean, inspect for cracks, separation or damage and make necessary repairs, including replacement of the drip-edge of the roof.

Interior Roofing Structure: Plans called for an inspection of the roof structure and replacement or reinforcement of any structurally unsound, rotten or water-damaged wood members.

Bandstand Ceiling: A new tongue-and-groove wooden ceiling was to be installed and sloped to match the existing. Also, a new roof access panel was to be installed to match the tongue-and-groove ceiling.

Soffit and Fascia Boards: All new soffit and fascia boards to be replaced with ventilation cutouts and insect screens to match existing historic appearance.

Wooden Columns: Repair existing wooden columns; replace rotted sections and missing brackets to match existing. During construction, it was determined that the wooden post pedestals were so deteriorated that it was decided to replace the wooden pedestals with concrete pedestals, including the stairway posts.

Railings, Brackets and Balusters: From analysis of historic and past photographs, it appears that the original wooden railings and balusters had been replaced, and possibly the wooden brackets by the 1976 Bicentennial. The 1987 plans called for new wooden railings and brackets with missing brackets to be replaced to match existing brackets. New railings, brackets and balusters were installed throughout the bandstand.

Floor: A thin mortar overlay was applied to the existing concrete deck surface and sloped to pitch toward the outside perimeter.

Stone Masonry: All the stone masonry of the bandstand was scheduled to be cleaned and repointed as needed to replace loose or missing mortar, including the stairway.

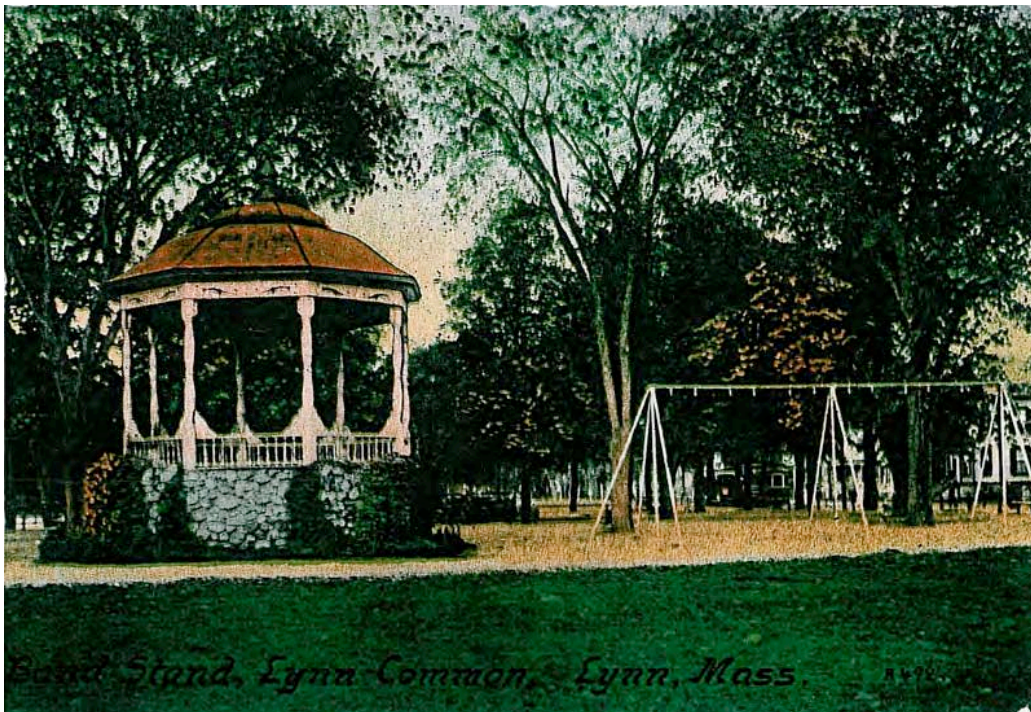
Basement Door: A new steel door and frame were installed to replace the former wooden door.

Electrical: A new electric service and underground connection was installed in the basement. New recessed lighting was installed in the wooden ceiling of the bandstand along with timed security lighting and electrical outlets at the inside top of the wooden columns.

It is uncertain whether all the items identified on the 1987 plans was completed or whether the plans were modified during the course of construction.

Recently, the City of Lynn retained CBI, Structural Engineers, to examine the decayed and rotting portions of the base of the wooden columns of the bandstand. CBI conducted a brief visual inspection of the columns and developed a recommended repair detail for three of the decadent column bases. CBI also noted a circular crack around the concrete floor slab approximately two feet from the outside perimeter of the floor.

McGinley Kalsow & Associates was engaged on August 25, 2010 by Brown Richardson & Rowe, Landscape Architects and Planners, to undertake an Assessment of Existing Conditions and develop a Plan of Recommended Improvements with a Cost Estimate to renovate the character-defining elements of the historic bandstand, including any outstanding code issues. This effort is an integral component of envisioning a master plan for the restoration of the Lynn Common Historic District with support from the Massachusetts Gateway City Park program.



Early (undated) Postcard View of Bandstand

Site Visit & Assessment of Existing Conditions

Paul McGinley and Wendall Kalsow undertook field visits and inspection of the historic Bandstand in September and October. Access to all areas of the Bandstand was facilitated by John Moburger and Michael Donovan of the Lynn Office of Economic & Community Development, along with personnel from the Lynn Department of Public Works. During a site visit Paul McGinley also visited the Lynn Museum where Steve Babbitt provided access to relevant historic information including historic photographs and postcards of the Bandstand and surrounding area of the Lynn Common.

All existing physical components of the bandstand were inspected, photographed and visually evaluated to document their physical condition, determine original, altered or replaced historic fabric, and potential capability to meet current codes and regulations for reuse of the structure.

A summary of existing conditions is as follows:

Stone Foundation: The foundation is comprised of well-rounded, rubble fieldstone except at the four corners of the foundation that extend beyond the octagonal footprint of the bandstand floor. The square corners of these extensions are comprised of fabricated granite quoins with tooled edges. Original mortar was lime mortar as readily evidenced in the basement where no repointing has been undertaken to date. Mortar on the exterior has been repointed with Portland cement mortar.

The stairway wall is comprised of angular stones with extensive exposure of mortar, which is further evidence that this stairway was constructed as a later addition to the bandstand. The stairs are concrete and appear to be in good condition. This wall also has a large horizontal crack that is evidence of stress within this wall. In several areas of the foundation there are missing stones, particularly at highly exposed edges and tops of the extended corners of the foundation. The exterior stone foundation needs to be carefully cut and repointed to match original mortar. There is a need for minor resetting of stone masonry. The basement interior walls require selective repointing to match the original mortar.

There are two small square, open vents into the basement at the top of the basement walls on opposite sides. These were provided with wire screen mesh in 1987 but are bent and one is entirely missing. The floor of the basement is dirt and uneven. The steel door and frame that were installed in 1987 are totally corroded at the bottom and allow rodents to enter freely. There is distinct evidence that rodents are living under the stone wall foundation.

Concrete Floor: The 3¾” concrete slab appears to have been installed as part of an early renovation of the bandstand when the masonry stairway was built on the southeast corner. Based on some exposed reinforcing rods and the “shadow outline” of the wood forms on the ceiling of the basement, it could have been part of a 1930s Depression-era public works project. A 4-foot extension on the east side serves as the platform of the stairway and also as a covering above the doorway to the basement.

In 1987 a skim coat of masonry was applied to the entire floor and edges of the concrete. There is deterioration and loss of concrete at some of the northeastern corner edges where the floor supports the concrete column pedestals, also installed in 1987.



View of Floor Slab Over Basement Doorway

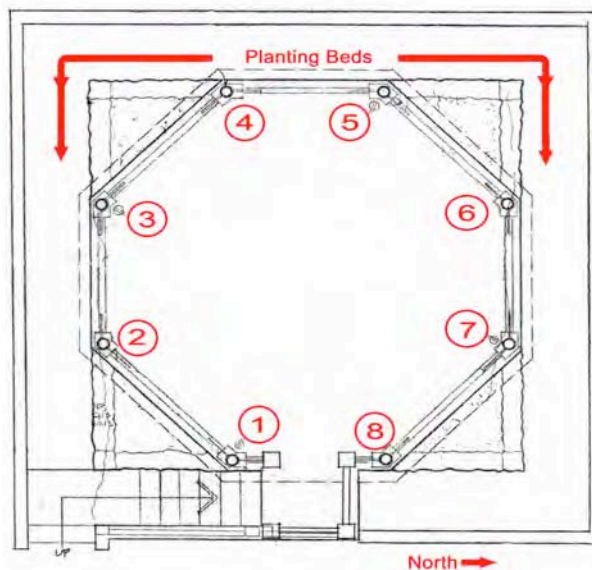


Detail of Deterioration of the Northeast Corner of Floor Slab

The concrete floor within the bandstand is in good condition except for a circular crack that extends completely around the bandstand approximately 2 feet from the perimeter. Additional support of the concrete floor could be provided by the installation of columns within the basement.

Wooden Columns & Concrete Pedestals: The deteriorated wooden columns represent the most serious threat to the integrity of the bandstand. There are eight original wooden columns spaced 8 feet apart in a perfect octagon. The four columns on the south side have serious rot and loss of structural integrity (three at the bottom and one at the top). A screwdriver easily penetrated 5" into column 1. We strongly recommend that this column be replaced or shored before the end of December 2010. The four columns on the north side are in much better condition and exhibit minor rot, while one has cracks at the top.

Location of Columns





Column #2: Serious Rot on Both Sides of Column; Also Missing Brackets



Column #3: Serious Rot at Base of Column



Column #4: Serious Rot at Base of Column

The concrete pedestals that support the wooden columns were installed as part of the 1987 repair work. The pedestals were originally wood but during the 1987 repair work, it was determined that they were beyond repair. They were replaced with concrete pedestals including those of the stairway. These pedestals are in good condition.



Concrete Pedestals for Wooden Columns on South Side of Bandstand



Concrete Pedestals for Stairway Balustrade

Railings, Balusters & Brackets: Collectively, these three components comprise a significant character-defining feature of the historic bandstand. All of the original components have been replaced with elements that are incompatible with the original balustrade of the bandstand.



Early (undated) Postcard View
Showing Original Details



View of Existing Balustrade with Square
Balusters, Missing Balusters & Brackets

Originally, the balustrade was comprised of decorative round turned balusters, which were replaced in 1987 with straight wood slates that fit into a grooved two-by-four that collects water and accelerates rot. As shown in the above photo, some balusters and brackets are now missing.

The original brackets that connect the columns and the balustrades were also replaced in 1987. Column #2 is missing both brackets. In addition, all of the new brackets were cut from stock lumber and their width is smaller than the original brackets, as evidenced in the two photos below, which show a wider shadow at the connection on the column. The form of the brackets seems to reflect those of historic photographs.



Column #3 Showing Shadow of Larger Original Bracket



Column #8 Showing Shadow of
Larger Original Bracket

Roof Structure: The roof structure is comprised of all elements of the bandstand above the columns. A summary of findings is as follows.

- *Patinated Copper Roof:* The octagonal roof is covered with stamped copper consisting of sheets joined with seams and topped with an acorn-shaped finial sometimes known as a pommel. The metal sheets appear to have been stamped to achieve a gently textured appearance that has patinated over time to a greenish-gray dull appearance. The sheets are in relatively good condition except where damage has occurred from heavy objects that have been thrown onto the roof. In addition, some seams are deteriorated but there appears to be little evidence of recent roof leakage.

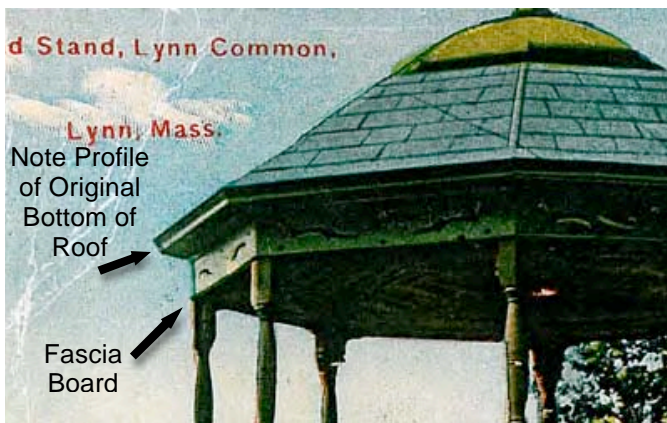


Textured Appearance of Copper Alloy Sheets
Joined with Seams

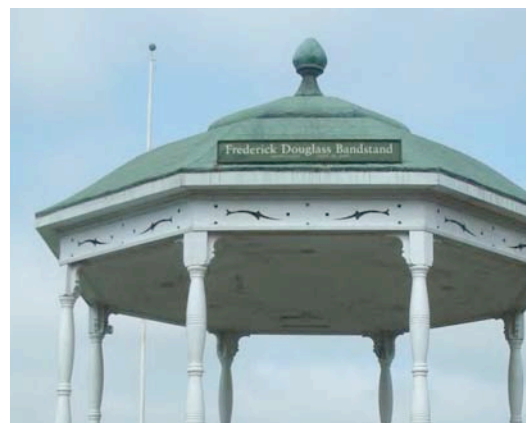


Acorn-shaped Finial at Top of Roof

The edge of the octagonal roof is an important detail that has been altered since the bandstand was originally constructed. The early postcard view below shows the original profile at the drip edge of the roof and includes a small molding at the drip edge, which gives a distinct decorative edge to the bottom of the metal roof. The drip edge was replaced in the 1987 repairs and no molding was included. The lower edge of the metal roof was simply bent over the plain drip edge board and roughly nailed directly to the edge board as shown in the right photo below. Steel nails were used at this edge that are causing galvanic corrosion and should be replaced in the near future with either copper nails or brass screws.



Early Postcard View with Distinct
Profile at Drip Edge of Roof



Existing View of Roof Edge without
Drip Edge Molding and Profile

The lack of a molding and a distinct profile to form the appearance of the original drip edge is a small but significant detail that has affected the character-defining features of the historic bandstand. The exposed plain wooden drip edge now appears wider and is stained by the roof water that drips down the face of the wooden drip edge. A small molding should be added back at the bottom edge of the roof to restore the profile and appearance of the original roof edge. The copper roof should extend over the top of the molding to create a distinct drip edge that empties rainwater directly to the ground rather than cascading down and staining the fascia board



Existing View of Roof Edge without Drip Edge Moldings and Profile



Existing View of Fascia Board with Decorative Period Cutouts

- *Wooden Fascia:* The wooden fascia boards between the roof and the top of the wooden columns were all replaced in the 1987 repairs. The 1987 replacements are faithful reproductions of the original fascia with accurate ventilation cutouts, which are all screened on the inside to prohibit the entrance of insects or birds into the enclosed roof structure. The fascia is in good condition. A small molding was including at the bottom of the fascia but does not detract from the original appearance.
- *Roof Structural System:* The attic or loft space above the bandstand is accessed through a hatch in the bandstand's tongue and groove wooden ceiling. This low space contains the structural system that supports the roof and the wooden ceiling as well as the recessed lighting system.

The 1987 repairs included an inspection of the roof structural system and replacement or reinforcement of any structurally unsound, rotten or water damaged wooden members. A visual inspection from the ceiling hatch was made as part of this study. The roof structural system appears to be in good condition without any significant deflection. New recessed lighting was installed in the ceiling of the bandstand to light the bandstand floor below.



From the Ceiling Hatch Looking at the Southern Roof and Fascia



From the Ceiling Hatch Looking at the Center Post that Holds Up the Ceiling



From the Ceiling Hatch Looking at the Northern Roof and Fascia



From the Ceiling Hatch Looking Up at the Center of the Roof

- *Tongue & Groove Wooden Ceiling:* The wooden ceiling is a period feature consistent with the overall design of the original bandstand. It reflects the octagonal design of the bandstand and is held up by the wooden joists that run from the octagonal sides of the bandstand to the center, which supports the joist from a center pole hung from the peak of the roof structure. This support system appears to be functioning adequately.

The tongue & groove wooden ceiling is in fair to poor condition, probably due to long-ago roof leakage and lack of periodic maintenance and painting.



View of Ceiling Looking Northwest



View of Ceiling Looking Southeast



View of Ceiling Looking Southwest



View of Ceiling Hatch Looking South

The ceiling material and its arrangement is a significant feature of the bandstand, especially during any performance or presentation since the audience in proximity to the bandstand will be looking up at an angle where the ceiling will be highly visible. The pattern of the wooden ceiling should be retained with as much as possible of the tongue & groove boarding. The center of the ceiling is in the best condition and could be retained in place. Pieces that are damaged at their ends could be shortened to eliminate the damaged areas and reused as shorter pieces consistent with the ceiling pattern. New stock to exactly match the existing could be milled to fill in the remaining spaces. A new hatch cover should be constructed to exactly match the original and be hinged to open upward without damaging the edges.

New recessed lighting was installed in the 1987 repair work in the middle of each ceiling panel. At the same time the earlier ceiling light locations, which were located within the seams between panels and further to the outside, were hidden with wooden covers. These covers should be eliminated with the refurbished ceiling work.

Electrical System: Electricity is provided to the bandstand by an underground line from the east that passes down the center aisle between the curved rows of park benches and comes into the basement just to the right of the basement doorway to an electrical panel mounted on the basement wall above.



Basement View Showing Electric Underground Service Leading to the Electrical Backboard.



Detail of Electric Time Clocks & Switches Just Inside of Basement Doorway. (The Electric Panel is Located in the Adjoining Bath House.)

Accessibility

Discussion of accessibility for all individuals is often divided into two parts. The first part looks at full accessibility as being a worthy goal and good public policy. The second part needs to look at specific code requirements that govern accessibility.

If no significant work is done to the Bandstand, ADA requirements of “reasonable accommodation” become the controlling standard. This can be achieved by bringing in a portable lift and constructing a gate to allow wheelchair access to the Bandstand.

If significant work is done to the Bandstand, the Rules and Regulations of the Massachusetts Architectural Access Board (MAAB) becomes the controlling standard. The MAAB considers bandstands to be buildings and subject to all the MAAB rules for buildings. The extent of required accessibility work is determined by the amount of construction or repair work compared to the “full and fair cash value” of the existing building without land.

We have contacted the City of Lynn Assessor’s Office and have learned that the Frederick Douglass Bandstand has an assessed value of \$8,800. This assessment is somewhat surprising since the replacement cost of the Bandstand would be between \$350,000 and \$400,000. We understand that there should a significant deduction based on the condition of the Bandstand. We recommend that a more comprehensive assessment be made of the Bandstand to determine its “full and fair cash value”.

If the proposed repair work equals or exceeds 30% of the “full and fair cash value” of the existing building, the building must be fully accessible. It is our opinion that this requirement will be triggered by any work that is beyond the minimum structural work required to the

deteriorated columns. Even repair and replacement of the deteriorated columns will require a variance application to the MAAB. The work required to make the Bandstand fully accessible is essentially limited to providing a permanent wheelchair lift and conforming handrails on the stairway. We believe that placing a wheelchair lift inside the original walls of the Bandstand is both the safest and best way to make the Bandstand full accessible.

Appendix A

Frederick Douglass Bandstand – Preliminary Construction Cost Estimates

Urgent Make Safe Repairs (To be completed before December 31, 2010)

- | | | |
|----|--|------------------|
| 1. | Replace Column Number 1 or shore | |
| | - Replacement Column & Brackets: | \$ 5,000 - 8,000 |
| | - Shoring Option: | \$ 1,000 - 1,500 |
| 2. | Replace Missing Bottom Rail & Balusters: | \$ 1,500 - 2,500 |

High Priority Structured Repairs (To be completed before September 2011)

- | | | |
|----|--|------------------|
| 1. | Column Repairs | |
| | - Replace Base of 3 Columns; Replace 6 Brackets: | \$ 7,000 - 9,000 |

General Bandstand Repairs; Restoration Including Required Accessibility

Div. 1	<i>General Conditions</i>	\$ 30,000
Div. 2	<i>Site Work</i>	
	- General Site Work	(see BR&R estimate)
	- Lower Granite Pavers for Access to 6'8" Ground Floor Entry Door	\$ 15,000
Div. 3	<i>Concrete</i>	
	- Concrete Edge Repair	\$ 2,000
	- New Foundation Work	\$ 8,000
	- New Ground Floor Slab on Grade	\$ 6,000
Div. 4	<i>Masonry</i>	
	- Cut & Repoint	\$ 22,000
	- Selective Rebuilding	\$ 5,000
	- Cleaning	\$ 2,000
Div. 5	<i>Metals</i>	
	- Inner Handrail at Stairs	\$ 5,000
	- Structural Framing for Wheelchair Lift	\$ 35,000
	- New Guardrail at Bandstand Level Around Lift	\$ 5,000
Div. 6	<i>Wood; Plastics</i>	
	- Column; Brackets	\$ 16,000
	- Cornice at Roof Edge	\$ 2,000
	- Wood Stair Guard Rail	\$ 6,000

	- Turned Balusters	\$ 18,000
	- General Carpentry Repairs	\$ 9,000
Div. 7	<i>Thermal & Moisture Protection</i>	
	- Copper Roof Repairs	\$ 9,000
Div. 8	<i>Doors & Windows</i>	
	- Custom Ext. Door, Hardware & Frame	\$ 3,500
	- Automatic Door Operator	\$ 4,500
Div. 9	<i>Finishes</i>	
	- Paint	\$ 7,500
Div. 14	<i>Conveying Systems</i>	
	- Wheelchair Lift	\$ 24,000
Div. 16	<i>Electrical</i>	
	- Lighting	\$ 6,500
	- Power to Wheelchair Lift	\$ 3,000
	- New Sub-panel	\$ 3,500
	<i>Sub-Total:</i>	\$ 247,500
	Contingency (20%):	\$ 49,500
	Total:	\$ 297,000

Appendix B

MASTER PLAN ESTIMATE OF PROBABLE COSTS

Firm Name: Brown Richardson & Rowe, Inc		MASTER PLAN ESTIMATE OF PROBABLE COSTS - PRIORITY PROJECTS - BANDSTAND				
Landscape Architects and Planners		Project Name:		Gateway City Parks: Lynn Commons		
Address: 3 Post Office Square		Date:		4-Feb-11		
Boston, MA 02110		Description		Survey, Design & Construction Estimate		
Phone: 617.542.8552						
Bid Item No.	Item Description	Total Quantity	Unit	Unit Cost		Total Cost
Priority #1	Bandstand Area -- Emergency Repairs					\$24,000.00
	Replace Column, replace brackets (range \$5,000 to \$8,000)	1	LS	\$8,000.00	\$8,000.00	
	Replace missing bottom rail and balusters (range is \$1,500 to \$2,500.)	1	LS	\$2,500.00	\$2,500.00	
	Replace the base of three columns, replace six brackets (range \$7,000 to \$9,000)	1	LS	\$9,000.00	\$9,000.00	
	A/E Design Services and two site visits during construction	1	LS	\$4,500.00	\$4,500.00	
Priority #2	General Bandstand Repairs; Restoration Including Required Accessibility					\$297,000.00
	General Conditions	1	LS	\$30,000.00	\$30,000.00	
	Lower Granite Pavers for Access to 6'8" Ground Floor Entry Door	1	LS	\$15,000.00	\$15,000.00	
	Concrete Edge Repair	1	LS	\$2,000.00	\$2,000.00	
	New Foundation Work	1	LS	\$8,000.00	\$8,000.00	
	New Ground Floor Slab on Grade	1	LS	\$6,000.00	\$6,000.00	
	Cut and Repoint Masonry	1	LS	\$22,000.00	\$22,000.00	
	Selective Rebuilding of Masonry	1	LS	\$5,000.00	\$5,000.00	
	Cleaning of Masonry	1	LS	\$2,000.00	\$2,000.00	
	Inner Handrail at Stairs	1	LS	\$5,000.00	\$5,000.00	
	Structural Framing for Wheelchair Lift	1	LS	\$35,000.00	\$35,000.00	
	New Guardrail at Bandstand Level around Lift	1	LS	\$5,000.00	\$5,000.00	
	Wood and Plastics at Column and Brackets	1	LS	\$16,000.00	\$16,000.00	
	Wood and Plastics at Cornice at Roof Edge	1	LS	\$2,000.00	\$2,000.00	
	Wood and Plastics at Wood Stair Guard Rail	1	LS	\$6,000.00	\$6,000.00	
	Turned Balusters	1	LS	\$18,000.00	\$18,000.00	
	General Carpentry Repairs	1	LS	\$9,000.00	\$9,000.00	
	Thermal & Moisture Protection of Copper Roof	1	LS	\$9,000.00	\$9,000.00	
	Custom Exterior Door, Hardware & Frame	1	LS	\$3,500.00	\$3,500.00	
	Automatic Door Operator	1	LS	\$4,500.00	\$4,500.00	
	Finish Painting	1	LS	\$7,500.00	\$7,500.00	
	Wheelchair Lift	1	LS	\$24,000.00	\$24,000.00	
	Electrical Lighting	1	LS	\$6,500.00	\$6,500.00	
	Power to Wheelchair Lift	1	LS	\$3,000.00	\$3,000.00	
	New Electrical Sub-Panel	1	LS	\$3,500.00	\$3,500.00	
	20% Contingency for this part of the project				\$49,500.00	
	Site Improvements for Bandstand Area					\$247,235.94
	Survey of the bandstand quadrant	1	LS	\$5,000.00	\$5,000.00	
	Soil Testing at Bandstand Area	1	LS	\$100.00	\$100.00	
	Protect Trees	184	LF	\$5.00	\$920.00	
	Remove old benches and footings	36	EA	\$400.00	\$14,400.00	
	New benches	36	EA	\$2,000.00	\$72,000.00	
	Seven new light poles	7	EA	\$11,000.00	\$77,000.00	
	Rework grading of the Bandstand area to allow for lowering door	920	CY	\$30.00	\$27,600.00	
	Reseeding of Bandstand area	615	SF	\$1.25	\$768.75	
	25% contingency for this part of the work				\$49,447.19	
	Total Cost for Priority Two Project					\$544,235.94
	Architectural, Landscape Architectural and Engineering Design Cost for the Project at 20%					\$108,847.19
	Total Project Cost for Priority Two Project					\$653,083.13

Firm Name: Brown Richardson & Rowe, Inc		MASTER PLAN ESTIMATE OF PROBABLE COSTS				
Landscape Architects and Planners		Project Name:		Gateway City Parks: Lynn Commons		
Address: 3 Post Office Square		Date:		4-Feb-11		
Boston, MA 02110		Description		Survey, Design & Construction Estimate		
Phone: 617.542.8552						
Bid Item No.	Item Description	Total Quantity	Unit	Unit Cost		Total Cost
	Mobilization	1	LS	\$10,000.00		\$10,000.00
	Site Demolition and Removals					\$282,612.50
	Site Paving and Base Materials Removed and Disposed:					\$140,812.50
	Remove concrete at entries to both Commons and walkways in Small Common	14,449	SF	\$3.50	\$50,571.50	
	Remove bituminous in Large Common	30,738	SF	\$2.00	\$61,476.00	
	Remove concrete curbing	5,753	LF	\$5.00	\$28,765.00	
	Site Furnishings					\$33,000.00
	Wood Benches and Footings, Removed and Disposed	130	EA	\$250.00	\$32,500.00	
	Stone Memorial, Removed and Relocated	1	LS	\$500.00	\$500.00	
	Utilities					\$68,000.00
	Remove and Dispose of all existing light poles in the two Commons	34	EA	\$2,000.00	\$68,000.00	
	Plant Removal					\$40,800.00
	Tree Removal	34	EA	\$1,200.00	\$40,800.00	
	Site Preparation and Grading					\$539,990.00
	Survey of Small Common and Large Common	1	LS	\$12,000.00	\$12,000.00	\$12,000.00
	Tree Protection					\$283,595.00
	Large Common	55,296	LF	\$5.00	\$276,480.00	
	Small Common	1,423	LF	\$5.00	\$7,115.00	
	Grading					\$244,395.00
	Large Common - Excavate existing pathways	2,425	CY	\$22.00	\$53,350.00	
	Small Common - Excavate existing pathways	635	CY	\$22.00	\$13,970.00	
	Fine Grading and Compaction (425,000 SF @ 9" avg = 11,805 CY)	11,805	CY	\$15.00	\$177,075.00	
	Site Improvements					\$2,832,363.00
	Fountain					\$350,000.00
	Fountain Plumbing and Lighting Restoration	1	LS	\$350,000.00	\$350,000.00	
	Paving and Curbing					\$461,483.00
	New Asphalt Pathways at Large Common, some new subbase.	30,738	SF	\$6.00	\$184,428.00	
	Reinstalling stone dust paving in the Large Common	5,130	SF	\$5.00	\$25,650.00	
	Specialty Concrete Paving - Walkway in Small Common	11,817	SF	\$15.00	\$177,255.00	
	Specialty Precast Concrete Curbing at Walkway in Small Common	2,865	LF	\$25.00	\$71,625.00	
	Granite Pavers - at Large Common entrance memorial	45	SF	\$45.00	\$2,025.00	
	Concrete pad for relocated Memorial	1	LS	\$500.00	\$500.00	
	Site Furnishings					\$399,000.00
	Black Metal Benches	128	EA	\$2,000.00	\$256,000.00	
	Black Metal Trash Receptacles with side door	22	EA	\$1,500.00	\$33,000.00	
	Mileage Markers (granite markers adjacent to the pathways)	6	EA	\$5,000.00	\$30,000.00	
	Black Metal Bike Rings	32	EA	\$1,000.00	\$32,000.00	
	Black Metal Picnic Tables (two regular, one accessible)	3	EA	\$2,500.00	\$7,500.00	
	Specialty Cast-Iron fencing allowance	1	LS	\$25,000.00	\$25,000.00	

Firm Name: Brown Richardson & Rowe, Inc		MASTER PLAN ESTIMATE OF PROBABLE COSTS			
Landscape Architects and Planners		Project Name: Gateway City Parks: Lynn Commons			
Address: 3 Post Office Square Boston, MA 02110		Date: 4-Feb-11			
Phone: 617.542.8552		Description: Survey, Design & Construction Estimate			
Bid Item No.	Item Description	Total Quantity	Unit	Unit Cost	Total Cost
	Bollards at street intersections	11	EA	\$500.00	\$5,500.00
	New metal fencing at two Large Common entrances. Granite columns exist	2	EA	\$5,000.00	\$10,000.00
	Deciduous Trees (3" - 3 1/2' caliper), including planting soil and mulch	43			\$94,500.00
	Quercus rubra, Red Oak	9	EA	\$1,500.00	\$13,500.00
	Tilia Americana, Linden	8	EA	\$1,500.00	\$12,000.00
	Liriodendron tulipifera, Tulip Tree	9	EA	\$1,500.00	\$13,500.00
	Fagus Grandiflora, American Beech	7	EA	\$3,000.00	\$21,000.00
	Acer Rubrum, Red Maple (ALB)	10	EA	\$1,200.00	\$12,000.00
	Tree Pruning for trees to remain	15	EA	\$1,500.00	\$22,500.00
	Lawn				\$396,880.00
	Aerating the soil in lawn areas (Large Common - 305,864 sf), deep core aerator	1	LS	\$150,000.00	\$150,000.00
	Aerating the soil in lawn areas (Small Common - 48,524 sf), deep core aerator	1	LS	\$50,000.00	\$50,000.00
*	Seeding (100% of grass)	39,376	SY	\$5.00	\$196,880.00
	Lighting				\$1,012,000.00
	Pedestrian Lighting - fixtures, poles and footings	92	EA	\$11,000.00	\$1,012,000.00
	Site Utilities				\$118,500.00
	Site Electric - for lights, Christmas tree, fountain equipment	1	LS	\$32,500.00	\$32,500.00
*	Site Storm Drainage	1	LS	\$80,000.00	\$80,000.00
	Security Cameras	1	LS	\$6,000.00	\$6,000.00
	Sub Total:				\$3,664,966
	25% Contingency for items that aren't the first priority project				\$916,241
	Total for Park Construction				\$4,581,207
	Architectural, Landscape Architectural and Engineering Design Cost for the Project at 12%				\$549,744.83
	Grand Total				\$5,130,952
This estimate does not include new light poles across the streets from the Commons, handicapped ramps on the Commons or other sides of the intersections, granite curbing along the roadway, irrigation of the newly seeded area or light poles in locations other than existing locations. Some of the existing lightpoles should be moved before they are replaced. A lighting study of the lights surrounding both Commons would be helpful. Further investigation is needed to determine more accurate costs for renovating the fountain and for rehabilitating the Comfort Station.					

Appendix C

PUBLIC MEETING #1 - MINUTES

GATEWAY CITY PARKS PROGRAM

**Re: Public Meeting #1, Existing Conditions & Site Analysis,
Lynn Commons, Lynn, MA**

Date: October 06, 2010

To: Kurt Gaertner, EEA

By: Nina Brown & Jing Yang, Brown, Richardson & Rowe, Inc.

CC: Clarissa Rowe, Mary Baker

Attendees: John Moberger & Mike Murray, Office of Economic & Community Development, City of Lynn; Park Commission, City of Lynn, Steven Babbitt, Chairman, Jeffrey Waldron, Ralph Cameron, Dennis Thompson, Lisa Nerich, Department of Public Works, Director of Recreational Programs; Sue Hefler Downey, Secretary; Nina Brown & Jing Yang, Brown, Richardson & Rowe, Inc.

1) Introduction – Nina Brown

Nina Brown began by explaining that Brown, Richardson & Rowe, Inc. (BRR) is assisting the city with preparing a master plan for the Lynn Commons with funding provided by the Gateway City Parks Program of the Executive Office of Energy and Environmental Affairs. There will be two other public meetings besides this one covering the following topics:

- a) **Meeting #1 – October 5th at 6:30 pm**
 - i) Present site analysis plan,
 - ii) Discuss program,
 - iii) Solicit ideas from community participants

- b) **Meeting #2 – November 16th at 4:00 pm**
 - i) Present master plan showing locations of proposed:
 - (1) lights
 - (2) benches
 - (3) trash receptacles
 - (4) trees
 - ii) Present draft program,
 - iii) Present ideas for types of site furniture

- c) **Meeting #3 – December**
 - i) Present master plan
 - ii) Present revised program

2) Existing Conditions and Site Analysis – Nina Brown

BRR has prepared two presentation boards that illustrate existing conditions. BRR would like feedback on the Commons and possible improvements for the future. Nina talked about the historic importance of Lynn Commons. The bandstand is one of the most important features in Lynn Commons and needs to be carefully restored. McGinley Kalsow is reviewing options for making the bandstand accessible.

There are several memorials in Lynn Commons. In some cases, views to the memorials are blocked. Other memorials could be enhanced by changes to their settings. The condition of site furniture such as benches, ironwork fences, and trash receptacles has deteriorated. The historic ironwork fences need to be preserved and repaired. The trash receptacles need to be changed to a style appropriate to their setting. The benches have wooden slats that require replacement. These benches could be replaced with more durable, historically appropriate benches. The crushed stone path, located in the middle of the large common is now covered with grass. The benches located along this path appear to be in the middle of the lawn rather than adjacent to a path.

There are only two lights in the Lynn Commons now. Those two lights are modern and different from each other. Nina discussed the possibility of installing historic lights in the park. Those fixtures can be LED lights.

Nina also mentioned the tree inventory that has been prepared for the Commons. Some trees are dead now and need to be removed. Other trees are overgrown and need to be pruned. BRR will review the tree inventory and make recommendations for tree removals and for new trees that could be planted in the park.

There are no formal sports fields in Lynn Commons now. Some of the lawns are used for informal ball games such as soccer.

Nina asked for Lynn Park Commissioners' suggestions about how to attract more local residents to participate in the next two public meetings. Should we go door to door to give residents our meeting flyers? John Moberger said it would be helpful if the meeting flyers could be translated into different languages and posted at several important spots in Lynn. He said he could help find the translators. Nina suggested inviting translators to the next public meeting so people who speak different languages can participate in the meetings. Nina then asked about the best time and location to host the next two public meetings.

3) Discussion

BRR asked for suggestions about how to improve Lynn Commons. Members of the Lynn Park Commission (LPC) provided useful suggestions. Below are some key items discussed during the meeting.

Fountain

One of LPC members said that, in his view, the original fountain designed in 1895 was the most impressive thing in the park. He mentioned that there used to be colorful lighting around and in the fountain. The fountain could spray water at three levels and was very popular at that time. Many people were attracted to it.

John Moberger said the current fountain was built in the 1980's had three levels with colored lights. The controls for the lights and the fountain were located underground and flooded in a rain storm. After the storm, the controls were moved to the comfort station. The company who designed the lights is no longer in business. The lights still work, but the computer controls and pumps do not. The LPC members want the fountain to be fixed to attract people back to the park.

Pedestrian Lights

LPC members asked how many lights were necessary in the park and whether light should be added throughout the entire park or only at the bandstand area. BRR will do a preliminary lighting layout on the plan and will show the layout at the next public meeting. BRR will discuss with the public the quantity and location of the light poles on the plan. LPC members also asked about the style of light fixture we would use in the park. Nina said we could use historical light fixtures to reflect the history of Lynn Commons and work with the historical bandstand and fountain. Nina also mentioned the possibility of using LED lights. Nina said it would be nice to locate some shorter pedestrian scale lights along the path rather than large modern ones that are there now.

Mike Murray from Lynn Office of Economic & Community suggested that we look at the existing historical street light fixtures in the two blocks located to the south of Lynn Commons between Blossom Street and Pleasant Street.

LPC members would like BRR to bring some lighting fixture examples to the next public meeting. LPC members said that new lights would improve the safety of Lynn Commons at night. Please refer to the **Safety** section below for detailed information.

Benches and Trash Receptacles

John Moberger said there are four different types of existing benches in Lynn Common. One type has green wooden slats and concrete ends and is located in front of the bandstand. The other three types of benches have red wooden slates, are located around the park and were installed over time. Some of the existing benches are deteriorated.

LPC members expressed concern about the level of maintenance required to maintain these benches. The park is heavily used by the community. The existing benches are difficult and costly to maintain. Their preference would be to replace the wooden benches with easy to maintain benches such as steel slat benches with a black durable painted finish.

LPC would also like to replace the existing trash receptacles with new black ones. BRR

will bring some examples of benches, trash receptacles and pedestrian lights to the next meeting.

Bandstand

One of LPC members said that rehabilitating the bandstand is the first priority in Lynn Commons. Nina said we have McGinley Kalsow looking at the bandstand and will come up with recommendations.

Nina also said the McGinley Kalsow is reviewing the accessibility requirements for the restoration. The provision of an underground lift would increase the budget of the rehabilitation. The architects are looking into whether a waiver is possible.

Comfort Station

One of LPC members would like the old comfort station to be fixed and opened to the public to a greater extent than it is at present. She said it is very inconvenient for people not to be able to use the bathroom when they are in the park. The interior of the comfort station needs to be upgraded.

John Moberger said the building hasn't been renovated for a long time. The city needs to review its condition and to discuss what can be done about the building.

Tree Inventory

LPC members asked about the approach to the existing trees that need attention. John Moberger said the City did a tree inventory and plan that shows the location and species of trees in Lynn Commons. Nina said we are reviewing the tree inventory and will suggest new trees to plant in the park and will identify trees in need of removal or pruning that could be taken care of as part of a first phase of work at Lynn Commons.

Black Fence

Nina said that the existing black fences in the small Common are very nice and need repairs. Mike from the Lynn Office of Economic & Community Development and LPC members said the City would like to keep the fence around the small common but would like to keep the big common open.

Mike also said the City had done repairs in the past and still has some spare parts so the City can continue to fix the fencing around the small Common. LPC members worried that the fencing would be vandalized soon after repairs because kids like to rock the fence.

Activities and Court Field

John, Mike and LPC members were all interested in bringing more activities into Lynn Commons. John said the city had considered formalizing football or soccer in the central lawn area in large Common, but had decided against doing so because there already is an excellent football field in Lynn. The fields in the large common should remain informal and open to the public. Nina asked about whether people kick balls into the street since

there are neither fences nor barriers around the large Common.

Another LPC member asked whether the park path could be widened to facilitate both jogging and walking. John said the width of the path decided upon in the last plan is a good width. Nina suggested putting distance marks along the paths informing people how long they have been walking for exercise purposes. LPC members liked this proposal.

Safety

Several LPC members mentioned safety problems in the park. They suggested adding light to the large Common's west entrance to improve safety. They also proposed pruning the trees to open up the views into the park.

Local Celebration Activity

LPC members told us that every year the city's Christmas tree is located at the east end of the small Common nearest City Hall. Nina said BRR would recommend adding an electrical outlet to facilitate seasonal lighting displays.

Ice Skating

One of the LPC members mentioned that Lynn Common used to be flooded during the winter for ice skating. Now that the winters are not as cold, it is harder to maintain ice for any length of time.

Next Meeting

At the end of the meeting, Nina asked LPC members' ideas about where and when we should hold the second public meeting and about ways to encourage more people to come to the meeting. She asked if the local churches could help us. One of the LPC members said people in the Spanish church were very active and might be able to help. She also said we could have our next meeting in one of those churches such as St. Mary or St. Steven. Other LPC members said we could put up meeting flyers at popular spots such as the bandstand and Lynn House Authority. They also suggested publishing articles about our meeting in the local newspaper and magazine. John Moberger said he could help us to contact local media. Another LPC member said we should go to the Lynn Museum to search for historical photos of Lynn Commons. These old photos could be used to make a meeting flyer to attract people.

The next meeting will from on Tuesday, November 16th from 4 pm to 6 pm at the Lynn Housing Authority and Neighborhood Development on 10 Church Street in Lynn.

***Note:** If you find any information in these meeting minutes that is incorrect, please contact Nina Brown or Jing Yang at BRR.*

Appendix D

PUBLIC MEETING #2 – MINUTES

GATEWAY CITY PARKS PROGRAM

**Re: Public Meeting #2, Master Plan Alternatives
Lynn Commons, Lynn, MA**

Location: Lynn Housing Authority, 10 Church Street, Lynn, MA

Date: November 16, 2010

To: Kurt Gaertner, EEA

By: Nina Brown & Jing Yang, Brown, Richardson & Rowe, Inc.

CC: Clarissa Rowe, Imogene Hatch

Attendees: Paul Crowley, City Council, City of Lynn; John Moberger & Mike Murray, Office of Economic & Community Development, City of Lynn; Steven Babbitt, Chairman, Lynn Park Commission (LPC); Calvin Anderson, Lynn Historical Commission (LHC); David Liscio, The Daily Item; Donald Werner, Lynn Housing Authority and Neighborhood Development; Mary Palermo; Nina Brown and Jing Yang, Brown, Richardson & Rowe, Inc.

1) Introduction – Nina Brown

Nina Brown began by explaining that Brown, Richardson & Rowe, Inc., Landscape Architects and Planners (BRR) are assisting the city with preparing a master plan for the Lynn Commons with funding provided by the Gateway City Parks Program of the Executive Office of Energy and Environmental Affairs.

We had our first meeting on October 5th. During that meeting, attendees agreed that the rehabilitation of the Frederick Douglass Bandstand is the top priority in the Lynn Commons Master Plan. They would like to see detailed suggestions about how to preserve and restore the Frederick Douglass Bandstand. They also wanted to review the tree inventory plan, replace deteriorated site furniture and see examples of durable site furniture such as black steel benches, black steel trash receptacles with a gate and pedestrian scaled lights. Nina also mentioned the desirability of improving the setting of existing memorials.

In response to the concerns and ideas expressed in the first public meeting, Nina Brown presented the architectural assessment of the existing conditions and rehabilitation recommendations for the bandstand. She also presented the following three presentation boards:

- i) Tree Inventory and Proposed Native Trees
- ii) Site Furniture Layout Plan and Furniture Suggestions

iii) Entrance Concepts

There will be one more public meeting for the final presentation.

2) Presentation – Nina Brown

Bandstand

Nina summarized the Assessment of Existing Conditions & Recommendations for Renovation/Restoration of the bandstand, which was prepared by McGinley Kalsow & Associates, Inc., Architects and Preservation Planners in November 2010.

Nina said Lynn Commons is a wonderful historic park with great historic importance to the city and its residents. The bandstand is one of its most important features and needs to be carefully restored. In the report, McGinley Kalsow recommends providing access to the stage from inside the bandstand with a lift. If the city lowers the grade at the doorway by 14" and re - grades the area where the benches are located as a gently sloping bowl, the city would be able to provide access to a proposed lift inside the bandstand. Wendall Kalsow will review this idea with the Massachusetts Architectural Access Board.

The report also mentions that the deteriorated columns represent the most serious threat to the integrity of the Lynn Commons bandstand. There are eight columns in all. The four columns on the south side have serious rot and loss of structural integrity. The columns on the north side are in better condition with minor rot.

There is an urgent need to repair the column in the worst condition or shore up the roof before December 31, 2010 and to replace the missing bottom rail and balusters before December 31, 2010. Before September 2011, the city should replace the base of three columns and replace six brackets.

Tree Inventory and Proposed Native Trees

BRR reviewed the tree inventory prepared earlier by others for the Commons. On the Tree Inventory and Proposed Native Trees Board, we have color coded in red the trees in poor condition and recommended for removal. We also marked the trees that need pruning in yellow.

There are opportunities to plant over 40 new trees. We have shown possible locations for new trees in light green. These trees could be planted between the path and the street or they could be located inside the path. We have not shown new trees on the large lawn used for informal ball games such as soccer.

A significant concern about species selection is possible infestation by the Asian Longhorned Beetle (ALB). Suggested species include trees appropriate to New England Commons such as Red Oaks, Pin Oaks, Lindens, Tulip Trees, American Beech and Red Maple. Of this list only Red Maple is currently known to be susceptible to ALB. The ALB has been spotted at some locations in Massachusetts. The following trees are known

to be susceptible to ALB: Red Maple, Sugar Maple, Norway Maple, Silver Maple, American Elm, Black Birch and Yellow Birch.

There are many existing maples in Lynn Commons. The City may opt to avoid planting any maples in the future. Nina asked for comments from meeting attendees about future plantings of Red Maples. Planting a variety of different species is a way to minimize disease and pest damage.

Pedestrian Lights

Since there are only two modern lights in the Lynn Commons now, during the last meeting, people asked like to add more pedestrian lights in the park for security reasons.

BRR has looked at how many lights would be necessary in the park and have done a preliminary lighting layout showing 17 to 18 foot high decorative pedestrian scaled Washington Post LED lights spaced 55' to 60' apart. We looked at three possible approaches to phase adding pedestrian lights in the Commons.

- The first possibility would be to add 90 to 100 lights along all pedestrian paths throughout the entire park.
- The second possibility would be to locate lights along the cross paths that connect to neighborhood streets such as Park Street and Huss Court or Whiting and Shepard Streets.
- The third possibility would be to light only the bandstand area. These fixtures seem appropriate to the history of Lynn Commons and the historical bandstand and fountain.

The existing decorative street lights are double Washington Post lights. They are located between Pleasant Street and City Hall Square.

Benches and Trash Receptacles

Nina said there are four different types of existing benches in Lynn Commons. One type has green wooden slats and concrete ends and is located in front of the bandstand. The other three types of benches have red wooden slates, are located around the park and have been installed over time. Some of the existing benches are deteriorated. The benches have wooden slats that require replacement.

During the last meeting, LPC members expressed concern about the level of maintenance required to maintain these benches. The park is heavily used by the community. The existing benches are difficult and costly to maintain. Therefore, BRR suggested replacing these benches with more durable, steel benches that would be compatible with the Washington Post lights.

As for the trash receptacles, Nina said the current ones could be replaced with new receptacles similar in style to the benches. Also, John Moberger mentioned people sometimes illegally dump trash at public trash receptacles at night. This tough black steel model has a gate and lid, which can prevent people from dumping large bags of trash into

the receptacle.

Mileage Marker

Nina introduced the mileage marker designed by Jing Yang to the public. The mileage marker could be a bronze medallion with the outline of a type of shoe once manufactured in Lynn with a mileage number to give the park user the distance he or she has walked. The entire circumference of the Commons is approximately one mile. It could be installed to one side of the path every 1/4 mile so that it is out of the way of the sidewalk snow plows and set on a granite block a little higher than the path.

Meeting attendees showed great interest in the mileage marker and thought it would be an interesting element in the Commons.

BRR showed the possible type, location and quantity of proposed site furniture in our Site Furniture Layout Plan and Furniture Suggestions board. The meeting attendees liked the proposed furniture suggestions.

Stone Dust Path

Nina said that the existing stone dust path in the middle of lawn in the big common had been overgrown with grass. She suggested replacing it with asphalt so that it wouldn't be overwhelmed by grass again.

LHC member Calvin Anderson said the path was originally built with stone dust, and it was just redone in May. He said people still liked permeable paving more than normal asphalt paving. He suggested making the new path stone dust rather than asphalt and setting the path higher than surrounding grade to avoid being overwhelmed by grass again. Calvin asked if BRR could rethink its layout and make it curvier. Nina said BRR will review this design suggestion.

Informal Sporting Area

During last meeting, the public agreed that the fields in the large common would remain as an informal sporting area open to the public. In the master plan, BRR shows the central lawn open and has not recommended planting new trees in this location.

Entrances and Memorials

BRR's third board, Entrance Concepts, showed enlarged plans of the west and east entrances to the large Common. To address the safety concerns at the west entrance mentioned by LPC members during the last meeting, BRR recommends opening up views into the park by pruning overgrown trees and adding more lights and benches to bring people into this area.

BRR also designed a simple setting for the existing stone bowl at the west entrance and recommended relocating the Lynn History Memorial to the east entrance to a place where it can be seen clearly at the place where Hanover and Blossom Streets cross North and South Common Streets. Before relocating any memorial, it would be necessary to research the origins of these memorials and whether it would be acceptable to move one

of them.

Black Fence

Nina said that the existing black ornamental ironwork fences in the small Common are beautiful and need repairs. The City would like to keep the fence around the small common, but would like to keep the big common open.

Mike also said the City had done repairs in the past and still has spare parts so the City can continue to fix the fencing around the small Common.

Calvin Anderson from LHC asked about the possibility of building the same fence around part of the big common. There used to be a fence in this location. However, it was repeatedly damaged by motorists. The city would prefer to keep the large common open and focus its efforts and restoring the fence in the small common.

3) Discussion

After Nina's presentation, the public asked the following questions about the master plan.

Fountain

Refurbishing the fountain, the lights and special effects are important considerations in the rehabilitation of Lynn Commons.

How much grant money can Lynn get for improvements to the park?

A meeting attendee was concerned about how to implement the recommendations in this master plan. Nina explained that there are several state grant making programs for parks. The Gateway Cities Parks Program of the Executive Office of Energy and Environmental Affairs has funded this master plan for the Lynn Commons. The drawings and cost estimate BRR is preparing as part of this grant will help the city apply for PARC funds in July of 2011.

Lynn can also apply for additional funds from the Gateway Cities Parks Program. It is possible that the City of Lynn can get another grant through this program. The funds are divided between 21 gateway cities in Massachusetts each year. The work will need to be phased over time. The City has identified addressing the deterioration and accessibility of bandstand as the most urgent priority.

Will BRR help get the grant?

Nina said the City of Lynn can use this master plan and cost estimate to apply for state grants.

Can you use a solar pedestrian light or install a solar panel on the light for energy savings?

Nina said that while solar power is a positive way of saving energy, we are concerned that solar panels are easy to destroy and difficult to maintain in a heavily used public

space. In BRR's master plan, we proposed the full cut-off LED Washington Post. LED lights are highly energy efficient. The full cut-off design will help eliminate light pollution of the night sky. Calvin Anderson does not want Lynn to contribute to light pollution and supported the full cut off design.

In terms of the tree planting, can you consider using species with different colored fall foliage?

Nina said there are many deciduous trees in the Commons now. BRR is proposing several new species of deciduous trees with colorful fall foliage for future planting. Lynn will consider the progress of the Asian Longhorned Beetle before selecting species to plant each year.

How much it will cost to maintain these proposed site furniture?

Nina explained that the proposed site furniture is made out of durable metalwork. These furnishings need very little maintenance.

Mike Murray said the state gave away some Big Belly trash receptacles on a trial basis and were located on a street in Lynn. If the city wanted to use additional Big Belly receptacles in Lynn Commons, the city would have to pay for them. Nina said the Big Belly trash receptacles are wonderful, but their appearance is not consistent with the historic character of Lynn Common. Other meeting attendees liked the receptacle BRR proposed and thought the lid was useful to prevent illegal dumping.

Can you use a speed bump or colored asphalt to slow down the traffic in both South and North Common Streets?

Calvin Anderson from LHC raised his concern about increased traffic speeds on the roadways around the Commons. The high speed traffic is dangerous to people using the crosswalks to get to the common. Nina said traffic calming is certainly possible and desirable, but is beyond the scope of this project.

Will you add some picnic tables along the stone dust path for family gatherings?

Calvin Anderson from LHC thought there are no places for families to get together in the Lynn Commons. Picnic tables would be a nice addition for families. BRR will show some on the plan at the next meeting.

John Moberger said he can plant five new trees in the common this season. Nina suggested planting those trees in the big common to block the view to the parking lot between Mall Street and Park Street.

Next Meeting

The next meeting will be held on January 4th on Tuesday, from 6:30 pm at the Lynn Police Station. Both the LPC and LHC members will be present.

Note: If you find any information in these meeting minutes that is incorrect, please contact Nina Brown or Jing Yang at BRR.

Appendix E

PUBLIC MEETING #3 – MINUTES

GATEWAY CITY PARKS PROGRAM

**Re: Public Meeting #3, Final Master Plan
Lynn Commons, Lynn, MA**

Location: Police Station Community Room, 300 Washington Street, Lynn, MA

Date: January 4, 2011

To: Kurt Gaertner, EEA

By: Nina Brown & Jing Yang, Brown, Richardson & Rowe, Inc.

CC: Clarissa Rowe, Imogene Hatch

Attendees: John Moberger & Michael Murray, Office of Economic & Community Development, City of Lynn; Steven Babbitt, Jeffrey Waldron, Ronald Cannon, Ralph Cameron, Dennis Thompson, Susan Downey, Dennis Thompson, Lisa Nerich, Lynn Park Commission (LPC); Carl Greenler, Calvin Anderson, Patricia Lee, Katerina Panagiotakis, Adrian Vasile, Kathy Wrynn, Lynn Historical Commission (LHC); Isabell VanMerlin ; Richard Randall, Arborist; Brian Runneii; Richard Randall; Nina Brown and Jing Yang, Brown, Richardson & Rowe, Inc (BRR).

1) Introduction & Presentation – Nina Brown

Nina Brown began by reviewing the background of the master plan for the Lynn Commons and the funding supporting the plan provided by the Gateway City Parks Program of the Executive Office of Energy and Environmental Affairs. Nina said BRR will finish a cost estimate and master plan report by the beginning of February. The cost estimate and report will be used to help Lynn apply for grants to start priority renovation projects in Lynn Commons. The priority in the Lynn Commons Master Plan is the rehabilitation of the Frederick Douglass Bandstand, which was the preference voiced in the last two public meetings held on October 5th and November 16th.

Site Furniture Layout Plan and Furniture Suggestions Board

Nina reviewed the site furniture design suggestions proposed by BRR according to the attendees' comments during the last two meetings. BRR suggested replacing the deteriorated wooden benches with durable black steel benches, which require minimal maintenance and are compatible with the historic ironwork fence around the small Lynn Common. As for the trash receptacles, Nina said the current ones could be replaced with new receptacles similar in style to the benches. The new receptacle has a lid on top to help prevent illegal dumping at night.

- Nina pointed to BRR's Site Furniture Layout Plan that shows possible places for Washington Post Acorn Lights LED lighting. These fixtures seem appropriate to the historic character of Lynn Commons. LED lights can reduce operating costs over time. BRR looked at three possible approaches for the addition of pedestrian lights in the Commons.
- The first possibility would be to add 90 to 100 lights along all pedestrian paths throughout the entire park.
- The second possibility would be to locate lights along the cross paths that connect to perpendicular neighborhood streets such as Park Street and Huss Court or Whiting and Shepard Streets.
- The third possibility would be to light only the bandstand area.

It is up to the city to make a decision about the preferred approach.

Nina then introduced the mileage marker designed by Jing Yang to the public. Jing looked at the Lynn Museum collections and used a shoe sample once manufactured in Lynn to design a medallion with a one-quarter mile number to give the park user the distance he or she has walked in the Commons.

BRR added three picnic tables to the master plan near stone dust path as requested by Calvin Anderson during last meeting. One of the picnic tables is accessible for people in wheelchairs and two are ordinary ones. Those picnic tables are made from the same black steel as the other site furniture.

BRR also proposed bicycle racks with the same black finish. Those bicycle racks will be located at Commons entrances and are shown with blue dots on the plan.

Bandstand Report

Nina then talked about the bandstand. The bandstand is not accessible. The team's preservation architect, McGinley Kalsow & Associates, Inc. recommends providing access to the stage from inside the bandstand with a lift. The city will need to lower the grade at the door to the interior of the bandstand to achieve accessibility and redo the grading of the bandstand area. Bandstand rehabilitation and restoration costs are included in the estimate in the architect's report as well.

Tree Inventory and Proposed Native Trees Board

On BRR's tree inventory board, we identified dying trees with red circles and trees needing to be pruned with yellow circles.

There are opportunities to plant some new trees. We have shown possible locations for new trees in light green. These trees could be planted inside the path. BRR has looked at the possible species. A significant concern about species selection is possible infestation by the Asian Long horned Beetle (ALB). Suggested species include trees appropriate to a New England Common such as Red Oaks, Pin Oaks, Lindens, Tulip Trees, American

Beech and Red Maple. Of this list only the Red Maple is currently known to be susceptible to ALB. The ALB has been spotted at some locations in Massachusetts. The City of Lynn needs to make a decision about their tree preferences.

Lynn Commons Master Plan Report:

The report will include park history, park features, current uses and planning recommendations to be implemented over time.

As indicated in the planning recommendations, the first step is to repair the bandstand, revise the grading, add pedestrian lights and replace benches in the area around the bandstand. The second step is to repair the fountain and associated lighting. Replacement of site furniture throughout the Lynn Commons could be the third step. Mileage markers and the renovation of the setting of historical entry memorial could be the next step after site furniture. Tree pruning and planting will be the last item on this list, but could be completed in annual stages.

2) Discussion

The public asked the following questions.

There is a grant available to apply now for the mileage marker. Can you move the marker up a little bit in the schedule to apply for the grant first?

Dennis Thompson from the LPC said he thought the mileage marker idea was great. He mentioned that there was a small sum of grant money available that could be applied for to help build the mileage markers. He would like BRR to finish the design of mileage marker and move it up in phasing agenda.

Nina was glad to know about the grant and BRR can supply the concept detail to the City.

What will be the material of the mileage marker? Will it be raised above the path or be flush?

Nina said the mileage marker will be made of bronze and attached to a granite block. The granite block will be built to one side of the path around each common.

The public said bronze wasn't a good idea in Lynn Commons, because bronze will be stolen. They suggested using granite only. Also the public preferred the mileage marker to be flush with the grass because the raised one would be easier to damage.

BRR will change the material of the proposed mileage marker to granite.

How will BRR deal with the existing stone fountain at the west entry to the large common?

The public said the stone structure at this entry to the large common used to be a drinking fountain. They would like the drinking fountain to be repaired when the city improves the memorial's setting.

Nina said BRR would consider that in future detailed design.

Will the proposed handicap lift in the Bandstand be able to be operated manually?

Nina answered that the lift would be electric. It would probably be covered with metal plates flush with the upper bandstand floor.

The public said they would like to see the detailed design of the lift. Nina said detailed design will be done by architects when Lynn receives funding to do the project. There will be public meetings during the design process for the bandstand. At that time, BRR and the architects will show the public design details.

What about the water at Bandstand basement?

Susan Downey from the LPC is concerned about the standing water in the Bandstand basement since its current elevation is lower than the surrounding ground. Susan said the basement drain problem needs to be resolved before installing an electric lift.

Carl Greenler from LHC proposed a pump to help drain the water.

BRR is also concerned about a possible drainage problem. The grading in this area needs to be redone. A new survey of the bandstand area is needed. A survey will need to be done when the city gets funding to do the project.

What about the planting around the Bandstand?

The planting around the Bandstand will be reviewed during detailed design. Some historic photos from the Victorian era show flower beds. Nina said city commons in New England were originally designed very simply with lawn and large shade trees.

Is the Lynn Memorial at the entry to the large common of any historical importance and can it be moved?

Nina asked the LHC members if there were any historical reason that the Lynn Memorial couldn't be relocated and reset to the east entry of large common. The LHC members had no comments.

Will Lynn Commons be over lit with all the new lights shown on BRR's plan?

Katerina Panagiotakis from LHC was worried about over lighting the park at night.

The master plan shows a preliminary lighting layout featuring 17 to 18 foot high decorative pedestrian scaled Washington Post LED lights with cutoffs spaced 55' to 60' apart. We have proposed 3 different approaches to adding these lights. The final decision about how many lights should be installed will depend on available funding and the city's preferences.

How will the proposed trees be laid out? Will BRR plant any evergreen trees in Lynn Commons?

Katerina Panagiotakis from LHC brought some historical maps and photos of Lynn Commons. The tree and path layout appeared to be very symmetrical and linear.

Evergreen trees were not planted in the past.

BRR understands and respects the New England city commons simple planting palette and has proposed large shade trees in our master plan located inside the path in a linear pattern. BRR would like to keep the existing large evergreen tree at the east side of small common, which can be decorated every year as a city Christmas tree.

Will you keep and restore the stone dust path?

Nina said yes, we would make it deeper this time and will use dense graded stone pack surfacing so that the path can be accessible.

Katerina Panagiotakis from LHC asked about restoring the original x-shaped paths in stone dust in the fields in the large common. Nina said that in the last two meetings, the public agreed that the large lawn should remain as an informal sporting lawn.

Will your master plan propose strategies to slow down the traffic on the streets around Lynn Commons?

Katerina Panagiotakis said that a boy was run down by a car years ago while crossing the street to the common. She would like to slow down the traffic around the park.

Nina said that traffic calming is very important. BRR is working on a landscape master plan for the park and traffic planning is not part of the scope. BRR will note in the master plan report the need to address traffic safety on the streets that surround the park.

Are the proposed new benches durable enough to prevent them from being stolen?

The public mentioned that the proposed metal site furniture might be stolen. Nina said that during detailed design, landscape architects should specify hardware and footings to prevent site furniture from being stolen.

At the end of the meeting, John Moberger from Lynn OECD added two pieces of important information:

- 1) The concrete paving and rolled concrete curb in the small common need to be fixed and mentioned in the master plan.
- 2) A main underground gas line crosses the large common from Mall Street to Shepard Street. It is located underneath the dust stone path. The high pressure gas line is contained within a concrete envelope.

Nina said this important information will be added to the master plan.

Note: If you find any information in these meeting minutes that is incorrect, please contact Nina Brown or Jing Yang at BRR.