PUBLIC INPUT SESSION NO. 1 & 2
ZOOM PRESENTATION & MEETING MINUTES
1/06/2021
1/14/2021
One Park, *Infinite Possibilities*

Public Brainstorming Session for a Regional Community Center in the Town of Milford
Introductions

Town of Milford Recreation Department
Arene Berry, Recreation Director
Lincoln Daley, Community Development Director

The H. L. Turner Group
Bill Hickey, Senior Vice President of Structural Engineering, Principal
Dan Hall, AIA, RA, Project Architect, Associate
Doug Proctor, AIA, NCARB, LEED AP BD + C, SVP of Architecture, Principal
Jesele Zurell, Marketing Manager

Ironwood
Jeffrey Hyland, PLA, ASLA, CLARB
Firm Principal, Senior Landscape Architect

Turnstone Corporation
Stacy Clark, President
Tony DaCosta, Vice President of Operations
Why do we need a community center?

The Town of Milford Recreation Director and Community Development Director have previously met with the Board of Selectmen to discuss execution of a feasibility study. We have partnered with them to perform this study and gather community input about what type of Community Center would best align with public interests and needs.
What are some challenges a community center would address?
Let’s take a look at what was done with the Concord Community Center.
Concord Community Center

Concord, NH
Here are some other features and amenities you may want to consider.
Leo Landroche Facility
Newmarket, NH
Question: FEATURES
What features would you and your family be most interested to see in our community?

(rock climbing wall, indoor/outdoor basketball courts, volleyball, outdoor water play area, skating, etc.)
Early analysis of the existing buildings and site found two scenarios that could potentially work in the available space.
Q&A
Question: ACTIVITIES

What activities are missing or underserved in our community that you would participate in, if Milford had them?
Question: INTEREST LEVEL?

How often do you see you and/or your family potentially using a community center?
Question: REACH?

Would you prefer to have a facility like this be dedicated to Milford, or a shared, regional facility?
Survey Link

https://www.surveymonkey.com/r/D6W2LNS
Thank you!
The meeting was held to present the results of online surveys and gather feedback from the community regarding the vision for a community center and renovated Keyes Park. Approximately 20 people attended the meeting. The meeting lasted approximately 45 minutes.

JZ started the meeting by introducing the team and explaining the background of the project. DH presented the team's findings to date regarding the 127 Elm St. parcel and buildings. The idea of re-using the structures was noted as not promising based on the team's findings thus far.

JH addressed the existing site elements at the 127 Elm St parcel. He noted that Milford has a unique opportunity that not many towns get to develop a community center adjacent to a park the town already owns. JH presented two preliminary site plan concepts.

DH spoke about the recently completed community center in Concord NH. DH noted that there were similarities to Milford with respect to adjacency to a city park.

JZ opened up the session for a general Q and A. JZ noted that 134 survey responses had been received to date. The following items were noted during the Q and A session:

1. A statement was made that there would be an apparent redundancy of spaces in the new center relative to spaces already existing throughout the town facilities. AB noted
that even with the use of existing town facilities, there is a consistent need for more programming spaces in the town. LD added that this was a chance to work collaboratively across the town departments to share resources and identify needs that exist which the community center project could address.

2. An attendee asked if a drive through canopy or a sheltered entry would be incorporated into the building design considering the seniors could be frequent users of the center. DH noted that this would be considered and most likely included as space allowed.

3. A through road within the park was mentioned. An attendee asked if this was part of the vision of the future park. LD mentioned that this was still on the table, and would be considered during the concept planning process. LD stated that this feature could alleviate congestion on Elm St.

4. A question was posed regarding the decision to renovate or demolish the buildings at the 127 Elm St. parcel. DH stated that due to among other things, the poor condition of the buildings and their location within the site, that the team was currently planning to recommend demolishing the buildings.

5. Membership structure was asked about. BH stated that most towns provide building use to taxpayers for free, while some specific program may require an additional fee. He stated that typically users from surrounding towns are charged a nominal fee.

6. An attendee asked if there was data available to show the current over-booking of town spaces. AB replied that there was, and that she could provide if needed.

7. A question about the possibility of using the 127 Elm St. parcel for a private venture company was asked. LD stated that was investigated as part of the previous study. LD said he believed there were conditions on the use of the property as part of its sale to the city that would prohibit the private development of the lot.

8. An attendee asked if the project budget was known. BH stated that it was too early in the process as ideas are still being formulated. He said that is hard to put a price tag on the project at this point.

9. A public / private partnership was asked about. JZ stated that it hadn’t been explored. DH note that several stakeholder representing local businesses and organizations indicated a willingness to help with program operations.

10. An attendee stated that he was part of the 2016 Keyes Park expansion committee. He noted that local members only clubs can get expensive for larger families. He stated that
there was not sufficient activities for seniors in the town, and that he has been looking to develop a seniors program for close to a decade. He also stressed the towns’ need to address under-served populations within the community. He noted that a project like this is needed within the town, but stressed that the budgeting needed to be carefully planned for as the town faces several large budget items in the next 3-5 years. He also stated that the project needed to have an implementation plan that could manage growth.

11. An attendee stated that he was chair of the recreation commission. He stated that a neighboring town’s recreation department would be open to a joint venture and asked what that could look like. JZ stated that this hasn’t been fleshed out. DH stated that Milford would definitely be interested in working with bordering towns to combine resources and meet gaps in programming. The attendee also stated that Milford already has a high tax rate, and that this should be considered when developing the project.

It is intended that these minutes reflect the discussions that occurred at the meeting. Please contact the author with any corrections upon receipt.

Prepared by:
THE H.L. TURNER GROUP INC.

Dan Hall
Project Architect
This was a second public meeting held to present the team’s findings and recommendations through a proposed conceptual design and gather feedback from the community regarding the recommendations. Approximately 20 people attended the meeting. The meeting lasted approximately 50 minutes.

JZ started the meeting by introducing the team and starting a slide presentation.

LD summarized the events starting from the acquisition of the 127 Elm St parcel and leading up to the current study. LD stated that the select board wanted more information to validate the Keyes Park Expansion committee’s recommendation that the town build a new multi-generational community center. LD stated that he was excited to see what came from the public information sessions. He also stated that the intent was to explore a regional facility, hoping to combine resources in providing social and athletic programming.

AB stated that the Recreation department offices are located in the basement of the town hall. Indoor programs are typically operated in the 3rd floor space of the town hall known as the banquet room. She stated that access to year round indoor programming space is a major challenge for the department. The winter sports tend to use up all the available indoor space.
that the department could use to offer indoor programming. She stated that gymnasium space is a definite need as a result of this problem. AB stated that the softball fields are too close to each other for simultaneous use.

DH discussed the 127 Elm St parcel. He noted several challenges regarding the re-use of the building. These include center columns that would interfere with court space planning, the buildings poor condition, and the limited extra structural capacity in the frames for present day snow loads. Because of these and other factors the team recommends demolition of the structures.

DH presented the Concord NH community center as an example of a successful community center that Milford could glean ideas from.

JH presented examples of outdoor park amenities. He noted that Keyes Park struggles from over use currently. He then presented existing conditions site analysis, and presented two site plan concepts.

JZ opened up the session for a general Q and A. The following items were noted during the Q and A session:

1. LD asked JH about the importance of pedestrian paths. JH noted that they were key park elements. He stated that path located near the river would be advantageous.

2. The price range of splash pads was asked about. JH stated that a splash pad currently being installed in Manchester NH cost around $200,000. He stated that there was a wide range of splash pad features and therefore a wide range of costs.

3. During the presentation attendees were asked to submit desired amenities – these included indoor court space, dog walking areas, mid sized classroom spaces with storage, and broadcast space for Granite town media.

4. JH was asked about the sidewalks at the site – he noted that no sidewalk currently runs from Elm St to the 127 Elm St parcel. He stated that this would be included in any new park renovation work. JH stated that the park’s proximity to the downtown area should be highlighted and taken advantage of.

5. Park safety system were discussed. JH noted that the costs of surveillance systems has come down considerably in recent years, and that inclusion of such a system would be a definite benefit to the town.
6. Manpower concerns were discussed. AB stated the plan is for current Rec department staff to operate the center when initially built. Eventually as growth occurs the revenue from that growth would support additional staff.

7. A question about the managing the cost of the project was submitted. DH stated that costs are not known but project phasing would be implemented to help control costs.

8. LD asked the team to address the flexibility of spaces. BH stated that gymnasiums can be used or multiple functions and events such as boat shows and other exhibition type events. DH stated that overflow parking can be used for field space, and some centers flood certain open areas of the parks to create skating rinks in the winter months.

9. LD addressed the question of who would pay for the project. He stated that the town hoped to share the costs as much as possible, but also noted that using taxpayer dollars gets everybody invested in the project.

10. LD asked the team about the next steps in the study. JZ state that the team will analyze all the collected data, then go to stakeholders with the data and get their thoughts. BH told the audience to let the team know if they are involved in a group that could help operate or formulate more ideas regarding what the center should offer.

11. The projects’ target age group was asked about. DH stated that the aim is for the project to be multi-generational and not just focused on one demographic. BH stated that the interaction between age groups has been a positive result of multi-generational projects in the past.

12. LD encouraged the audience to remain engaged with the process and feel to ask questions. He also stressed that this will be an on-going process and will not happen overnight.

It is intended that these minutes reflect the discussions that occurred at the meeting. Please contact the author with any corrections upon receipt.

Prepared by:
THE H.L. TURNER GROUP INC.

Dan Hall
Project Architect
PUBLIC INPUT SESSION NO. 3
FINAL CONCEPT ZOOM PRESENTATION &
MEETING MINUTES
6/02/2021
One Park, *Infinite Possibilities*

Findings and Recommendations Summary: Feasibility Assessment for a Regional Community Center in the Town of Milford

6.14.21
Introductions

The H. L. Turner Group
Bill Hickey, Senior Vice President of Structural Engineering, Principal
Dan Hall, AIA, RA, Project Architect, Associate
Doug Proctor, AIA, NCARB, LEED AP BD + C, SVP of Architecture, Principal
Jesele Zurell, Marketing Manager

Ironwood
Jeffrey Hyland, PLA, ASLA, CLARB
Firm Principal, Senior Landscape Architect
Why we’re here:

The Town of Milford Recreation Director and Community Development Director have engaged with The Turner Group, Ironwood, and Turnstone for a feasibility study, and to gather community input about what public interests and needs might be served through making updates to Keyes Memorial Park and 127 Elm Street. This evening, we’d like to discuss findings and recommendations.
Recommendations:

- Remove the existing non-functional buildings at 127 Elm Street
- Install a paved, universally-accessible walkway around the park
- Significantly increase parking space, and explore the option of a through-road to better serve all that the property has to offer
- Using a phased approach, construct a regional, multi-generational community center to fulfill the town’s needs
- Improve athletic fields to maximize playability while reducing recovery time and maintenance demands
- Provide new and expanded offerings and programs for residents of all ages
- Improve overall safety and security, and
- Relocate paved surfaces and park features that are currently in the floodplain
Public Outreach

- Three public meetings
- Stakeholder conversations with the MCAA, the Milford School District, the Library, Granite Town Media, Milford Recreation Department, Milford Department of Public Works, Milford Recreation Commission, local intramural sports and dance organizations, and more
- Public survey with over 200 responses
Survey Input

Most Requested Features:

- Paved, universally-accessible walking trail
- Multipurpose space with stage, kitchen, other amenities
- Aerobics/Dance/Yoga Studio
- Arts & Crafts programming
- Seniors Lounge

Additional Takeaways:

78% of respondents are in favor of building a new regional community center.

Widespread interest in making this a regional facility due to demand beyond our community. Respondents would travel up to 15 miles to access amenities.
After extended analysis of the existing buildings and site, and meeting with community groups, here’s what we recommend:
To Demo or Not to Demo?

- The current structure has extensive issues that would need repair or require replacement, including water damage, insulation issues, structural problems, security issues, general defacement, HVAC, water/sewer connections, and electrical.
- Support beams inhibit the repurposing of the building as a truly multi-functional space, and significantly limit program opportunities and activities.
- If reused, the building would fall under the recreational state building code classification, not industrial (which is its current classification), and thus would be required to comply with a higher standard of building construction.
Estimated Costs: Demolition Only

- Removal of metal building
- Removal of foundation
- Hazardous material abatement
- Level and grade site
- Cap all utilities
- Construction management and associated fees
  - $380k - $450k
New Building w/o Gymnasium (23k s.f)

Estimated Project Construction and Soft Cost Conceptual Budget

Geotechnical services .............................................. $10,000
Architecture & Engineering Fees ................................. $356,000
Construction Manager Fees .................................... $297,000
Building Construction ............................................ $5,840,000
Site Work ........................................................................ $710,000
Building Demolition ................................................. $125,000
Utility Fee ...................................................................... $20,000
Independent Testing Agency ................................. $9,800
Security & Access Systems ....................................... $70,000
Hazmat Abatement .................................................. $40,000
Telecommunication Systems .................................. $70,000
Furniture & Equipment ........................................... $185,000
Miscellaneous Moving Cost .................................. $15,000
Miscellaneous Legal Fees ....................................... $3,000
Owner Construction Contingency ........................ $100,000
Facility Support Services (Monitoring) ......................... $30,000
Building Commissioning ....................................... $60,000
Bond Costs ................................................................... TBD

Total Project Costs (incomplete) ........................... $7,920,800
New Building w/Gymnasium (32k s.f)

Estimated Project Construction and Soft Cost Conceptual Budget

Geotechnical services ........................................... $12,000
Architecture & Engineering Fees ................................. $462,000
Construction Manager Fees .................................... $387,000
Building Construction .......................................... $7,640,000
Site Work .............................................................. $710,000
Building Demolition ............................................... $125,000
Utility Fee .............................................................. $20,000
Independent Testing Agency ..................................... $10,800
Security & Access Systems ...................................... $80,000
Hazmat Abatement .................................................. $40,000
Telecommunication Systems ..................................... $80,000
Furniture & Equipment ............................................ $205,000
Miscellaneous Moving Cost ..................................... $15,000
Miscellaneous Legal Fees ........................................ $3,000
Owner Construction Contingency ......................... $100,000
Facility Support Services (Monitoring) ...................... $30,000
Building Commissioning ....................................... $70,000
Bond Costs .......................................................... TBD

Total Project Costs (incomplete) ............................... $9,989,800
## Renovation of Existing Building (36,750 sf)

### Estimated Project Construction and Soft Cost Conceptual Budget

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<td><strong>Total Project Costs (incomplete)</strong></td>
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Q&A
Thank you!
The meeting was held to present the teams findings and recommendations through a proposed conceptual design and gather feedback from the community regarding the recommendations. Approximately 20 people attended the meeting. The meeting lasted approximately 1 hour and 20 minutes.

JZ started the meeting by introducing the team and starting a slide presentation. DH summarized the teams’ findings and then discussed the recommendations regarding demolishing the existing buildings. JH presented the site plan concept and explained the reasoning behind the design decisions that were made. DH followed this up by presenting conceptual floor plans of the community center building itself. JZ wrapped up the slide presentation by opening up the session for a general Q and A. The following items were noted during the Q and A session:

1. The comparison between a paved vs a gravel walking path design was raised. JH said that both are feasible options and could be further explored during design.

2. The amount of space between the skate park and the future phase 2 gym footprint was asked about. JH stated that shadows were a concern and that the skate park would be in shadow at some point during the day. This would need to be further investigated.
3. There were several questions concerning future expansion of the community center building. DH responded that the best space might be to the west of the community center towards the playground. JH noted that the lawn above to the north of the skate park could also be a viable location. Another question about expansion concerned expanding upward to add a level. BH stated that the structure would need to be designed with this in mind from the start.

4. The request was made that the walking path be extended around the baseball diamond to create more length.

5. There was an inquiry as to if the gym contained a dedicated broadcast space. DH stated that it did not at this time but could be explored.

6. One attendee expressed concerns about the spread-out parking lots, the through road, and the ability to use the contiguous open spaces of the park for things such as xc skiing in the winter. JH noted that removable fences are common, and that the spread-out parking increases user access to amenities within the park while also avoiding an oversized central parking lot that dominates the park. JH also noted the road is a trade-off to improving circulation and that traffic calming devices could be installed to enhance safety.

7. Questions related to the project cost, 127 Elm building demo cost, and how to pay for the project were raised. BH stated that costs for certain aspects such as the demo were still being developed with Turnstone Corporation. Other project costs will need to be ballpark estimated at this stage and may not be totally reliable. LD listed the various options for financing the project – these included taxpayer funding, fundraisers, and revenue generating programs offered through the new community center.

8. An attendee asked about the possibility of putting workout stations along the walking path. AB stated that the parks & rec department currently has these stations are planning to install them in the park.

9. A question about relocating the Parks & Rec offices from the Town Hall to the new building was asked. DH clarified that the conceptual plans did provide office space in the new building for the Parks & Rec to operate out of.

10. LD asked JH to expand on the aspects of an interconnecting roadway through the park. JH stated the various advantages and challenges the roadway presents. The idea of limited use of the 127 Elm St entrance was also discussed, as well as the recommendation of a traffic study at the entrance.
11. LD asked DH about the advantages of incorporating the pool building into the new building. DH stated that the Parks & Rec staff would have improved surveillance of the pool area, the new building would provide updated larger locker rooms for swim meets, and also provide updated and larger pool staff office areas, lockers and first aid room.

12. The request was made that the slide presentation materials be posted to the town website to allow the community to review at their own leisure. Chris Gentry from Granite State Media posted the materials during the meeting.

It is intended that these minutes reflect the discussions that occurred at the meeting. Please contact the author with any corrections upon receipt.

Prepared by:
THE H.L. TURNER GROUP INC.

Dan Hall
Project Architect