



**Lynnfield**  
MASSACHUSETTS

*The Pearl of the North*

**Strategic Planning Committee Presentation  
October 5<sup>th</sup> 2020**

**Town Administrator  
Selectmen  
Other Committees**



# Strategic Planning Committee Agenda

October 5<sup>th</sup> 2020

## AGENDA

1. Presentation to the Town Selectmen, Town Administrator, other Committees, for what the Strategic Planning Committee, recommends for moving forward, on the competing priorities, and what the town is willing to spend on new projects. To prepare for a town on a vote, on which projects the Strategic Planning Committee recommends the town move forward on.
  - ✓ Fire and Police, Public Safety Building
  - ✓ Elementary Schools, new permanent classrooms at each elementary school, for a new population of students
    - Add Gym to Huckleberry School
  - ✓ New proposed Library (Timing from the State)
  - ✓ Information needed on Debt exclusion numbers for 2022 thru 2027 (Tax Relief)
  - ✓ Rec Center (Gymnasium attached/expanded to Huckleberry School)
  - Phase II
2. Recommendation by the Strategic Planning Committee
3. Guidance from Selectmen, Town Administrator on moving forward
4. Finalize Slide Packet for Presentation to the Town, based off comments, posted for citizens to review prior to vote
5. Public Comment
6. Adjournment

# Strategic Planning Committee

Strategic Planning Committee

## Where to find us; Lynnfield Home Page

1. Lynnfield Home Page
2. Boards and Commissions
3. Strategic Planning Committee
  - a. Meeting Schedule (Example: Every Other Month, Third Thursday of the Month)
  - b. Meeting Agenda and Minutes
  - c. Slides Presentations

All Meetings, have Slides and Minutes posted to this Website, going back to Sept 2018

<https://www.town.lynnfield.ma.us/strategic-planning-committee>

The screenshot shows the official website of the Town of Lynnfield, Massachusetts. The header features the town seal and the text "Lynnfield MASSACHUSETTS OFFICIAL WEBSITE OF THE TOWN OF LYNNFIELD". Navigation links include "About Lynnfield", "Departments", "Boards & Commissions", and a "FIND IT FAST" button. A search bar and a "Town Meeting" button are also present. The main content area displays a "LYNNFIELD Welcomes You" sign in a garden. Below this are icons for "Online Payments", "Forms & Documents", "News & Notices", "Town Calendar", "Subscribe to Alerts", and "Town Videos". A "Send Us COMMENTS" button is on the left, and "QUICK LINKS" (Town Phone Directory, Minutes & Agendas, Financial Transparency, Charter and Bylaws, Instructions on Locating Posted Meeting Notices) and the "CODE RED Emergency Notification System" logo are on the right. The footer contains contact information: "Town of Lynnfield, 55 Summer St., Lynnfield, MA 01940", "Town Office Hours: Mon-Thur 8:00am - 4:30pm Friday 8:00am - 1:00pm", and links for "Employee Intranet", "Website Disclaimer & Privacy Statement", "Government Websites by CivicPlus", and "Login".



# Strategic Planning Committee Process Breakdown, Where We Are

**Project Kickoff:**

- Establish project objectives
- Elect officers
- Discuss Town’s strengths, challenges, achievements and pressures
- Agree major milestones and timetable

**Develop the plan:**

Series of committee Meetings, Collaborate with all Committees, Town Hall Dept Heads, Feedback, Town Hall Meetings to –

- Determine measurable goals
- Identify key actions
- Obtain relevant baseline data to support goals/targets

**Create implementation framework:**

- Identify goal/action owners
- “tasks” to Achieve this Goal
- Create reporting calendar, process
- Build Briefing Packet, Brief to Town Leadership,
- Agree with town leaders, present

FINAL STRATEGIC PLAN INCLUDES ALL THESE ELEMENTS

Currently Here  
Presentation  
To  
Town  
Leadership  
For Decision

September 2018 to Oct 2020



# Strategic Guidance for Strategic Planning Committee to Plan Against

## Lynnfield Board of Selectmen, Town Administrator Guidance: Look 3-10 years for Planning, by Priority, By Phases

Develop Priorities and Plan For the Following

- Age Groups
  - 1 thru 18 Age Group
  - 19 thru 30 Age Group
  - 30 thru 65 Age Group
  - 65 and Older Age Group
- Safety of the Town
- The Town's natural Resources and Open Space
- Historical Buildings
- School System
- Recreational Activities and Facilities
- Water System
- Business Partnership and Development
- Future infrastructure improvements (new and renovations)
- Future Revenue

These developmental priorities are briefed to the Town Planner. The Strategic Planning Committee makes decision based on events within the town, and make adjustments and plan against. This brief will be presented to the Selectmen for approval, and then to the town citizens

- Gives the Strategic Planning Committee issues to begin planning against, and adjust from.
- Formulate priorities, and submit to the town leadership for decisions
- Citizens of the Town have a vote

## About The Strategic Planning Committee and Lynnfield’s future

The Strategic Planning Committee’s (SPC) planning goals and critical actions, is in consultation with Lynnfield’s Boards, Commissions, Departments and invites public feedback on each. We will continually receive public input, and the SPC will determine whether any further changes to the Plan are needed. This Plan should be considered a living and working document. The SPC will remain constituted to track and monitor progress in delivering this Plan and will develop a means of reporting on that progress regularly to the residents of Lynnfield though open invite meetings. We also recognize that priorities for the Town will no doubt change, and therefore this Plan, while providing a blueprint for action, that is flexible and will be regularly updated to reflect evolving priorities. The Town’s Citizens, Boards, Commissions, Departments and Board Members will and can provide feedback in our open forum meetings as well as provided feedback by sending an email to [LynnfieldSPC@Lynnfield.ma.org](mailto:LynnfieldSPC@Lynnfield.ma.org) or attend our open meetings monthly. A public input session with members of the SPC will also be scheduled regularly and will be listed in numerous public media sources well in advance.

### Lynnfield Strategic Planning Committee members:

Joseph Connell  
Lauren George

Dave Basile  
Eugene Covino (Finance Committee LNO)

Richard O’Neil

John Scenna  
Kate Connell (Admin/Secretary)

*Always in attendance, Town Administrator, Rob Dolan*

### Working in conjunction with the following Boards, Committees and Departments:

School Committee  
Fire Department

Planning Board  
Police Department

Board of Public Works  
Finance Committee

Public Library  
Town Clerk

Town Administrator

Emergency Management

Lynnfield Center Water District

Town Accountant

Lynnfield Media Studios

Recreation Commission

Conservation Committee

Town Treasurer

Lynnfield Public Schools Superintendent

Town Selectmen



## Seven Strategic Goals for Lynnfield

In developing this Strategic Plan, the Lynnfield Strategic Planning Committee considered the Town's current strengths and recent achievements alongside the ongoing challenges and expected pressures the Town would face in the years to come. The Board noted the progress the Town had made in recent years: realizing the full value of the town and its natural appeal; making improvements to the Village Center; its public safety; its school system; and maintaining its strong fiscal position. The Board also noted a number of pressures facing the Town, including threats to its open spaces, lake/marshes-natural resources, challenges in maintaining a prosperous business community; the deterioration of vital public infrastructure; new revenue base for the future now that M-Street is completed; public services that require high-levels of volunteerism to sustain and afford; high housing costs for the elderly; and a civic life that lacks broad participation and does not cultivate enough new leaders.

**The Seven goals below were chosen to build on Lynnfield's strengths and address the challenges it faces now and will confront in coming years. They are to:**

- 1) Renew and finance critical Town infrastructure by building a new public safety facility (Police and Fire), Town Hall improvements, updating the High School and renovating the Elementary Schools as needed (student growth), replacing old water system components (complaints about the water system and its reliability); build a new Library/youth center (Phase I and II Identified)
- 2) Increase participation in Town government
- 3) Maintain and develop a strong business community
- 4) Maintain or Increase the amount of Protected Land in Lynnfield; Improve the health of and access to Lynnfield's natural beauty (A and B)
- 5) Expand the range of recreational opportunities and assets, particularly for young people
- 6) Cemeteries
- 7) Out-Sourcing Services

As we stated from our Inaugural Meeting, September 25<sup>th</sup>, 2018, we adjusted as needed, from nine to seven priorities, after the first meeting, and continued to refine. Currently there are Seven Priorities, with Three different Priority Levels



## Time Lines

### Inaugural Meeting, September 2018

Between now, September 2018 and end of 2020, the Lynnfield Strategic Planning Committee, the Town Board's, Commissions, Departments, Town employees and its citizens will be working to achieve these goals, refine them, and set the priorities for Phase I, II, and III. The following priorities address in this report briefly describe the rationale behind each goal and list some of the actions the Town will take to bring them to fruition.

#### Goals and Objectives:

- Have Briefing Ready to go, Late Summer/Fall 2020 to Town Administrator and Board of Selectmen for Phase I
- Phase II and II planning will begin immediately after Phase I is approved will be completed end of 2021.

Phase 1 Priority this Brief, Priorities 2 and 3 will be tracked, addressed, and briefed in the future.

Strategic Planning Committee

## Establishing Priorities

Identifying highest priority goals ensures that these are the focus for the Town. The SPC recognizes that the Town may work towards goals of different priorities simultaneously but advises the Town to consider how pursuing other goals will affect achieving the priority goals in terms of the dedication of resources. Working towards the nine goals of the Strategic Plan will be incremental. This report will serve as a semi-annual report and will be maintained by the Staff Planner for the SPC to track the progress of each project or initiative. Within each priority is a gray box: When an item is completed it would be recorded in the gray box in each priority section, and another project or initiative from the Strategic Plan list of actions would be added to this list for the Town to work on. This based from Guidance from the Town Selectmen, Boards & Commission, Departments, Citizens. This will be posted on the Town's Website.

### Lynnfield Strategic Plan Goals

Goal #	Description	Priority
1.	Renew and finance critical town infrastructure (several projects under this goal)	1
2.	Increase Participation in Town Government	3
3.	Maintain and develop a strong business community	2
4.	Improve the health of and access to Lynnfield Natural Beauty and Resources; Increase the amount of protected land in Lynnfield	2
5.	Expand the range of recreational opportunities and assets	2
6.	Cemeteries Plans to meet the towns needs for the next 40 years	1
7.	Out-Sourcing	3

This report will be updated after each meeting, and reviewed by the SPC and the Town Administrator at monthly/quarterly meetings. It will be available to the public through the SPC webpage (link to Strategic Planning Committee webpage). The SPC meetings are public meetings and attendance and participation is encouraged.

# Establishing Priorities [Approved by Town Administrator]

## Lynnfield Strategic Plan Goals

Goal #	Description	Priority		
		1	2	3
1.	Renew and finance critical town infrastructure (Phase I, II)	x		
2.	Increase Participation in Town Government			x
3.	Maintain and develop a strong business community		x	
4.	Improve the health of and access to Lynnfield Natural Beauty and Resources; Increase the amount of protected land in Lynnfield (A and B)		x	
5.	Expand the range of recreational opportunities and assets		x	
6.	Cemeteries Plans to meet the towns needs for the next 40 years	x		
7.	Out-Sourcing			x

The Committee has followed this for planning, coordination, meetings with other boards and committees, open forum dialog, and have had committed support from the Town Planner

## Goal #1 Renew and Finance Critical Town Infrastructure

## Priority 1

- Public Safety Building (1A)**
- Education System Infrastructure (1A)**
- Lynnfield Water System Infrastructure (1B)
- Town Hall Improvements (1B)
- Build a new Library (1A)**  
Repurpose Old Library as own Town Administration Offices, or School Admirative Offices
- Cemetery (1B)

### From Our Current List (Priorities 2 and 3)

- Increase Participation in Town Government 3
- Maintain and develop a strong business community 2
- Improve the health of and access to Lynnfield Natural Beauty and Resources; 2  
Increase the amount of protected land in Lynnfield
- Expand the range of recreational opportunities and assets 2
- Cemeteries Plans to meet the towns needs for the next 40 years 1
- Out-Sourcing 3

### New Issues Identified from Inaugural Meeting, will be added to Future Planning

- Repair / Build new Sidewalks
- Roadway infrastructure (Summer Street, in conjunction with new water pipe-line). Transportation Improvement Program, 7-9 years
- Future of Sagamore Golf Course
- Study of Richardson Green Property for a Land Conservation Project

Phase II will have Priorities 1B, Priorities 2 and 3 addressed as well as new emerging issues and planning will begin immediately after Phase 1 is briefed to the town

# Collaboration

## Committees that The Strategic Planning Committee have collaborated with so far:

- Library Committee
  - Location
  - Added value with conf space (town's needs)
  - Plans for old Library
- Recreation Committee
  - Location
  - need
  - Combined a new Library with a Recreation center on proposed Ready Meadow Gold Course
    - Mutually support infrastructure (water, power, etc)
- Public Safety Building (Fire and Police Chiefs)
  - Main Station Infrastructure
  - South Fire Station
- School Superintendent, Education System Infrastructure
  - Increase in student population
  - New Classrooms (type)
- Town Administrator, Town Hall Improvements
  - Internal with Town Administrators
- Superintendent, Lynnfield Center Water District
  - MWRA water need in future (plan for what future is beginning to look like – decline in current scenario)

## Future Projects of Discussion that will need future meetings for:

- Repair / Build new Sidewalks
- Roadway infrastructure (Summer Street, in conjunction with new water pipeline MWRA line potentially).  
Transportation Improvement Program, 7-9 years

# Public Safety

## Goal #1 Renew and Finance Critical Town Infrastructure

## Priority 1

- ❑ **Public Safety Building (A)** - The Town's Selectmen are concerned over the Police and Fire Headquarters and whether a public safety building should be built to combine the two. The Committee has narrowed down the question of where to site the new facility to three possible options. One option could cost upwards of (a guess, \$45M) and would require fire and police to relocate while the existing building is torn down and a new, larger building is put in its place. Another option would be renovate the existing building for police use only, with a new, fire-only building being constructed between the existing building and the Town Hall. We gain no more space, or conditions that have to be changed due to safety. A third, more recent option is to acquire new property for a new Fire Station and Police Department. The Committee is in the process of vetting the options (Through RFPs) and working toward consensus for one plan or the other with the Board of Selectmen, the Board of Public Works, the Finance Committee, the Historical Commission, the Fire Department, and the Police Department. The Annual Town Meeting approved (\$40,000) in funding for the production of visual renderings to compare what the options at the two main sites will look like. The Committee worked with an architect to formulate the necessary photo renderings and a public forum was held (See Web site for Minutes). The rendering are available on the Building Committee webpage. An Article for the design, construction, and oversight of the chosen scenario will come before the Town Selectmen Meeting on. The cost of a new facility is estimated between (a guess, \$35 million and \$45 million). An RFP is out to bid.



# Police

# Public Safety; Police

## Chief David Breen –

Deficiencies briefed by Chief Breen–

- Not ADA compliant, No elevator.
- No public restrooms (waiting to bail out) Clerks aren't local may take an hour -person bailing out has no restroom to use. (currently use Town Hall (after house, time delay)
- Take Back (drugs) no place to do.
- No juvenile lock up area, no female lock-up area. Females, if Friday or holiday have for whole weekend. If male prisoner in cell, have to move him to Essex in order to free up cell for woman.
- No juvenile lock up, even for a short period of time. You cannot lock up adults with juveniles as well.
- No gun range – have to go to Bedford, only there maybe 10-3 due to travel time to Bedford.
  - Interview area also where training is done – have to stop training in order to interview a suspect.
- Dispatch area small only 2 stations – The newly installed,160 cameras in schools, will need an area to view the camera feeds – currently limited wall space. Already have 2 monitors and 2 workstations for dispatchers. Will need 2 monitors with split screens to view 160 cameras and will need monitor for cameras to be installed in department.
- The female restroom not close to dispatch, must have someone cover so can use bathroom.
- Heat/AC inadequate – must put one room up to 85 in order to get heat in other room. Updated in late 60's. HVAC system is inadequate, and work arounds are used to control climate.
- When bringing in a prisoner, through the garage entrance, prisoner in have to go upstairs, can't go right to lockup

# Public Safety; Police

## Chief David Breen –

Deficiencies briefed by Chief Breen– (Cont.)

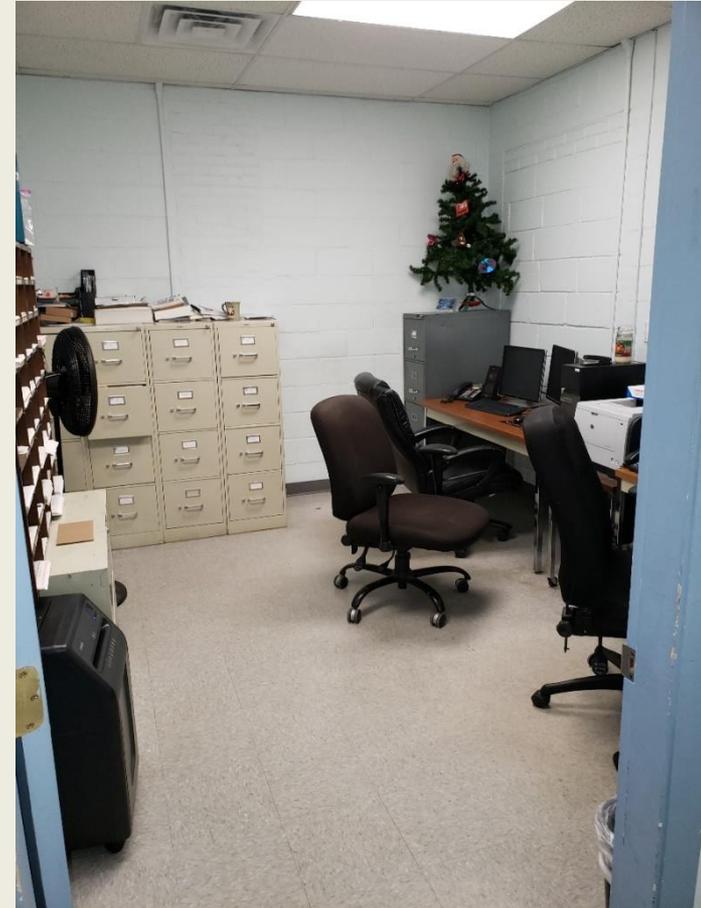
- Don't meet standards for accreditation. New mandates put on by state, they don't fund, and they have to come up with creative ways to fund.
- The State does not provide any Grants for Public Safety.
- Current response time from initial call to on the scene is 5 minutes.
- It is recommended the Committee do a walk through within the next thirty days.
- Storage area drugs/evidence near full capacity. Room secured with keys kept by Chief and evidence officer. Better to have a drop box. Have money to get cameras in there – custodial staff has access. Evidence storage is beyond capacity, and is in violation of State mandates, and accreditations.

Per Town Planner, Rob Dolan - Zero dollars available for public safety buildings (there are for schools/libraries)

# Public Safety; Police



Office Area



Detective, SGT's Area

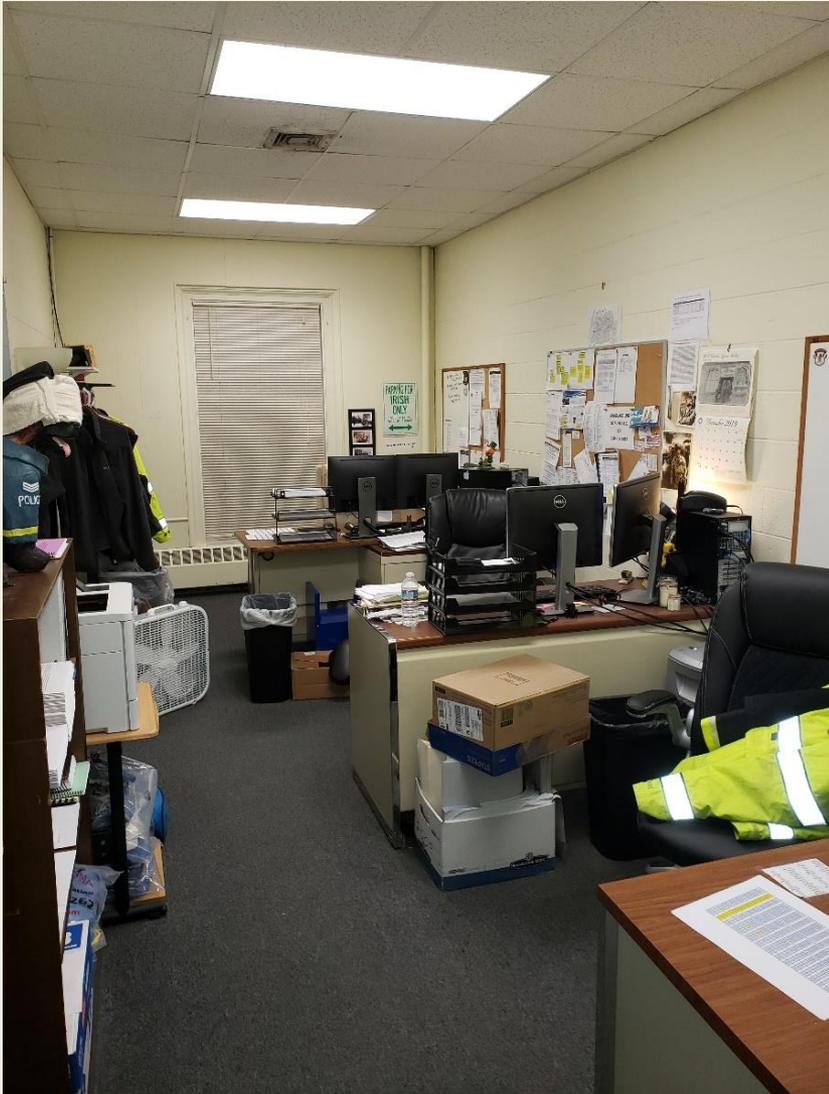
# Public Safety; Police

## Dispatch Area



Dispatch Area  
With bringing in added school cameras for monitoring views, more flat screens monitors will need to be added, this office is no longer large enough

# Public Safety; Police



SGT's Area, over capacity



Drug Drop Off Box  
Inside Hallway of Police Station

# Public Safety; Police



In processing Area Area

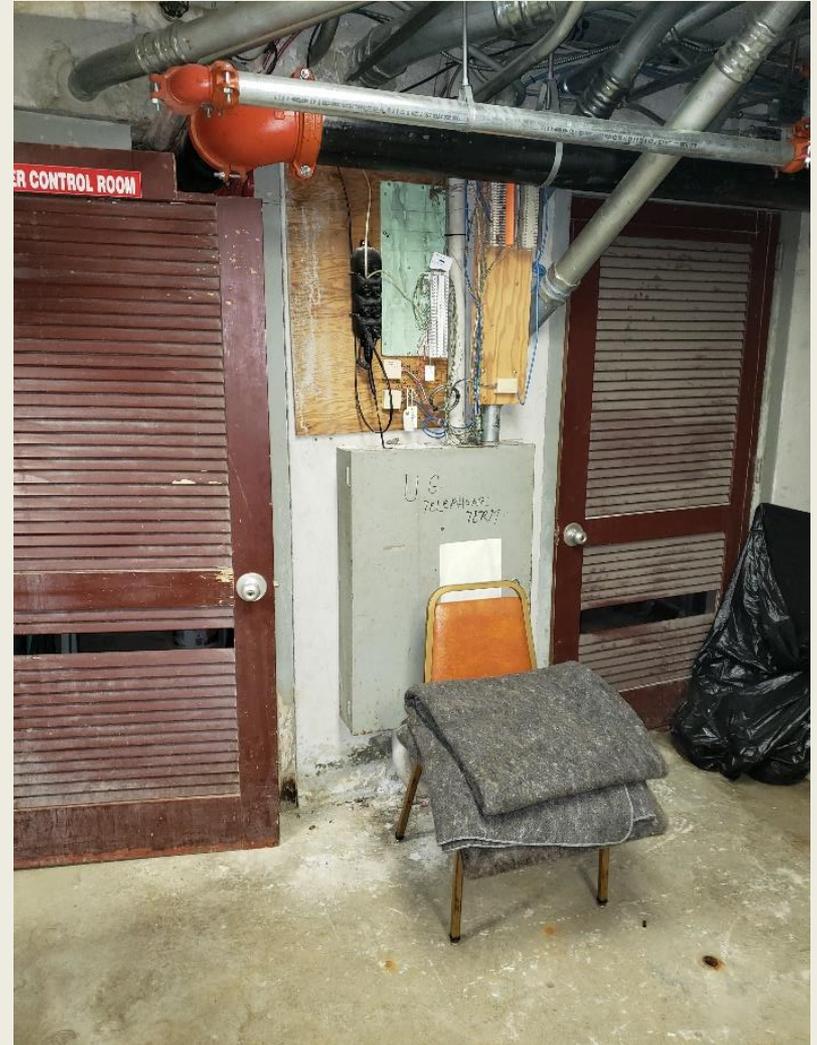


Initial Holding Area

# Public Safety; Police



Firing Range



Firing Range

# Public Safety; Police



Four Car Garage Parking Area

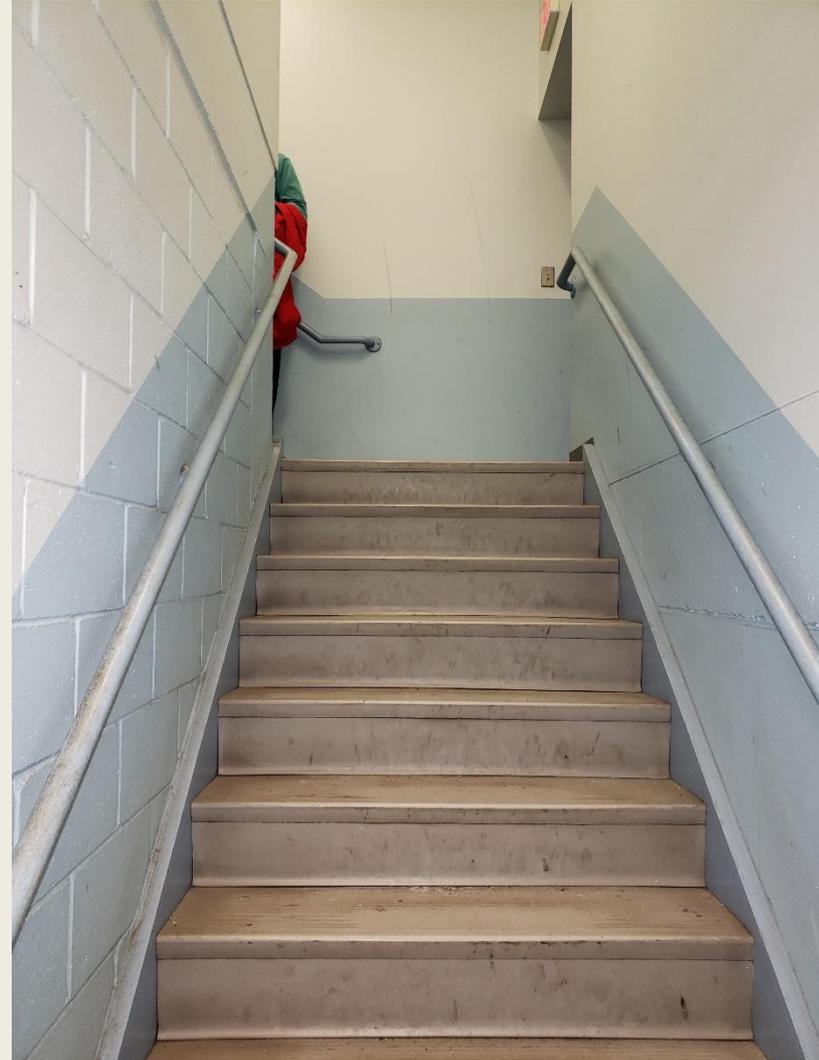
The town has 11 vehicles (also a motor cycle)

Assets no longer protected from weather when not in use.

# Public Safety; Police



Entrance from Garage Area  
Those arrested come through this door



Stairwell Police must escort  
those arrested up into the Police Station

## Public Safety; Police



Male Holding Cells



No official juvenile / female lock-up area (designated). Females, if Friday or holiday have to be there for the whole weekend because of courts not opened. Have to have a female town employee (Matron) come in on OT. If a male prisoner is in a cell, have to move him or her to Essex because of proximity.

# Public Safety; Police

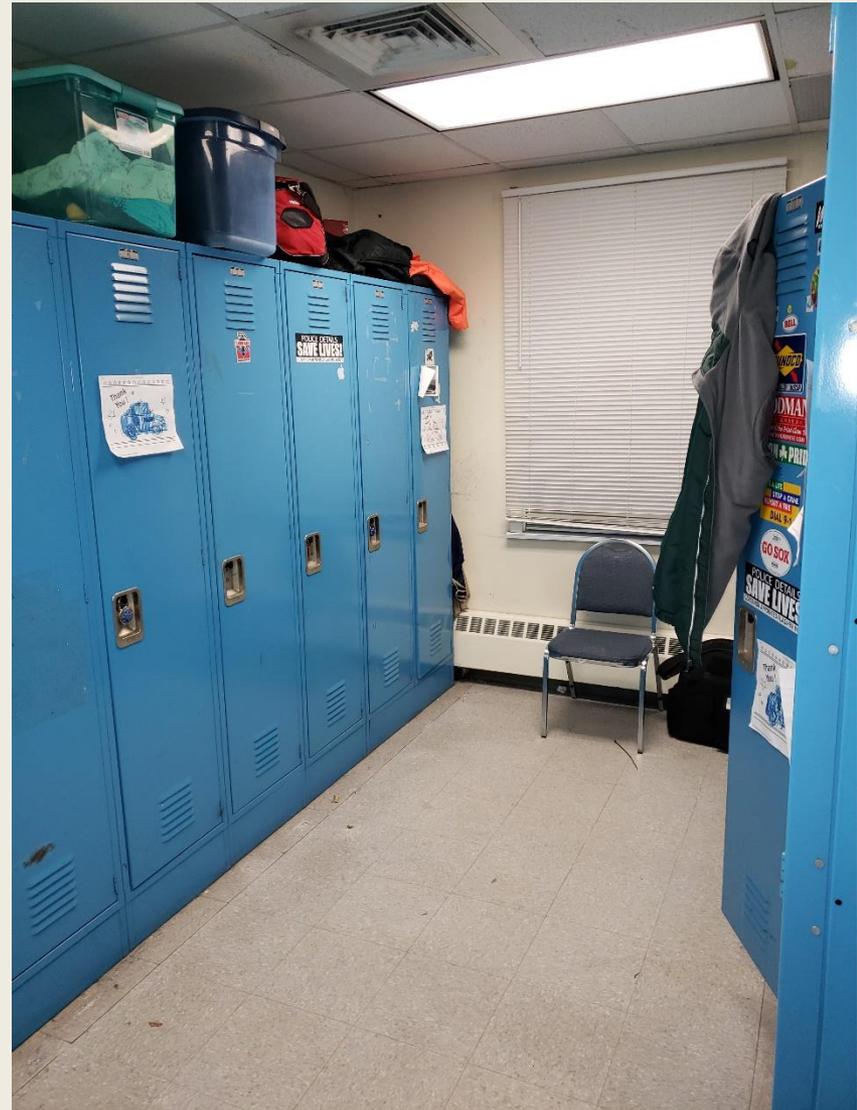


Only Bathroom in Police Station

# Public Safety; Police



Male and Female Locker Room



No Benches or Bathroom in Locker Room Area

# Public Safety; Police

Kitchen



Office Area

# Fire

# Public Safety; Fire

## Chief Glenn Davis–

Deficiencies briefed by Chief Davis–

- Dispatch Office (civilian) separate area in fire department, not updated since 60's.
- Old equipment/counters. Radio system old, buildings old.
- Main Street and South Station (only 1 bathroom, not ADA compliant, no male/female)
- Main Street – used janitor closet into ladies' bath stall.
- Not secure station, no security cameras to monitor.
- No true training facilities – do on apparatus floor – not safe/clean place to set up chairs. Need to be able to train onsite for things done daily Its more space needed to train Try to regionalize training/equipment as much as possible.
- No clean area to put equipment/gear. One extractor to wash gear. After a fire, it is required to air out equipment that has hazardous chemicals attached to the equipment. Currently, there is no area in the current fire department, and hazardous chemicals are now contaminating the fire house.
- Sleeping quarters (one person on duty for 24 hours) – converted one small area, one twin bed.
- IT is lacking, can't connect with South station.
- No separate day area for guys to be in – if having lunch, it's in same area the public come in to.
- A new roof is needed in the South Station, due to leaks.
- Documented leaks throughout police/fire dept. have ductless units for heat/ac.
  - Hazardous materials – no area to put so common are with where they put their gear, where they eat.
- No custodial services on fire side – guys do.
  - Last year was the town's year ever, 66% of all calls are EMS related at this point.

# Public Safety; Fire

## Chief Glenn Davis–

Deficiencies briefed by Chief Davis– (Cont.)

- ❑ Have 3 ambulances housed there. The Town moved away from Cataldo, its better to have inhouse service due to revenue generated. Revenue generated thru EMS is beneficial – transport via ambulance is paid well through insurance. so not feasible to put private vehicle (company). Offset costs through enterprise fund from EMS – demographic mix 5 to 5 ½ minute daytime response, 9-minute night
- ❑ Mutual aid – surrounding towns. For major aid, not day to day calls cost the town. With the agreement with surrounding towns, it's a requirement.
- ❑ Core infrastructure – health and safety of workers most important.

The Questions was raised: What is obligation for police/fire with Market Street? Per Rob, build it for what we need in 10 years. Public safety growing, not shrinking, costs will only go up. If we move ahead with study have to put an RFP in, can't just hire D&W.

# Public Safety; Fire

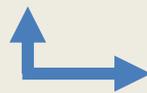
Top of Stairwell that both  
Police and Fire share coming  
from the Garage and Storage  
area below each station



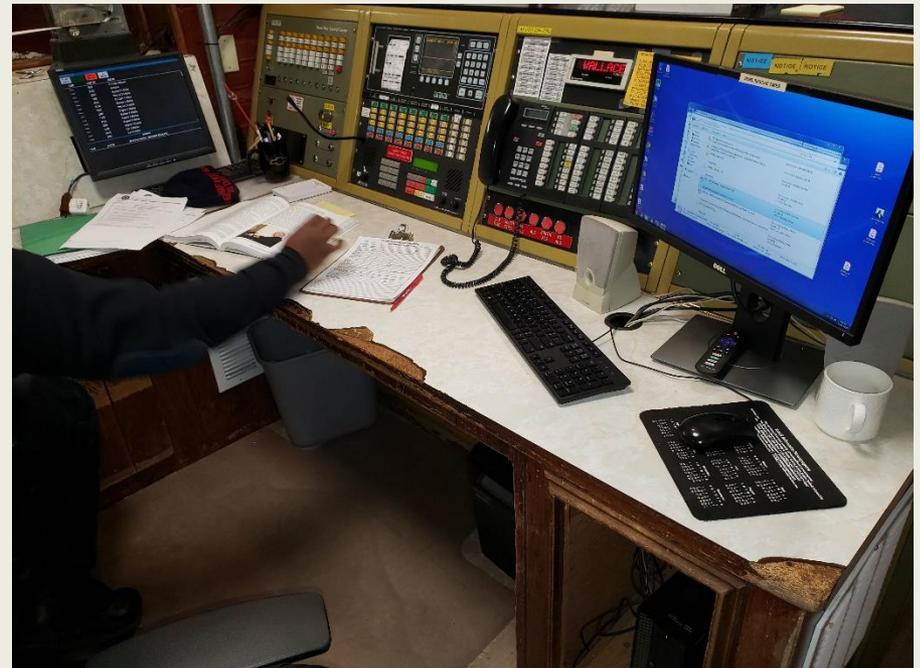
# Public Safety; Fire



Dispatch Office  
1970/80 Switch Board



Sleep room off Dispatch Office



# Public Safety; Fire

## Dispatch Office Pull Box Alarm Integration

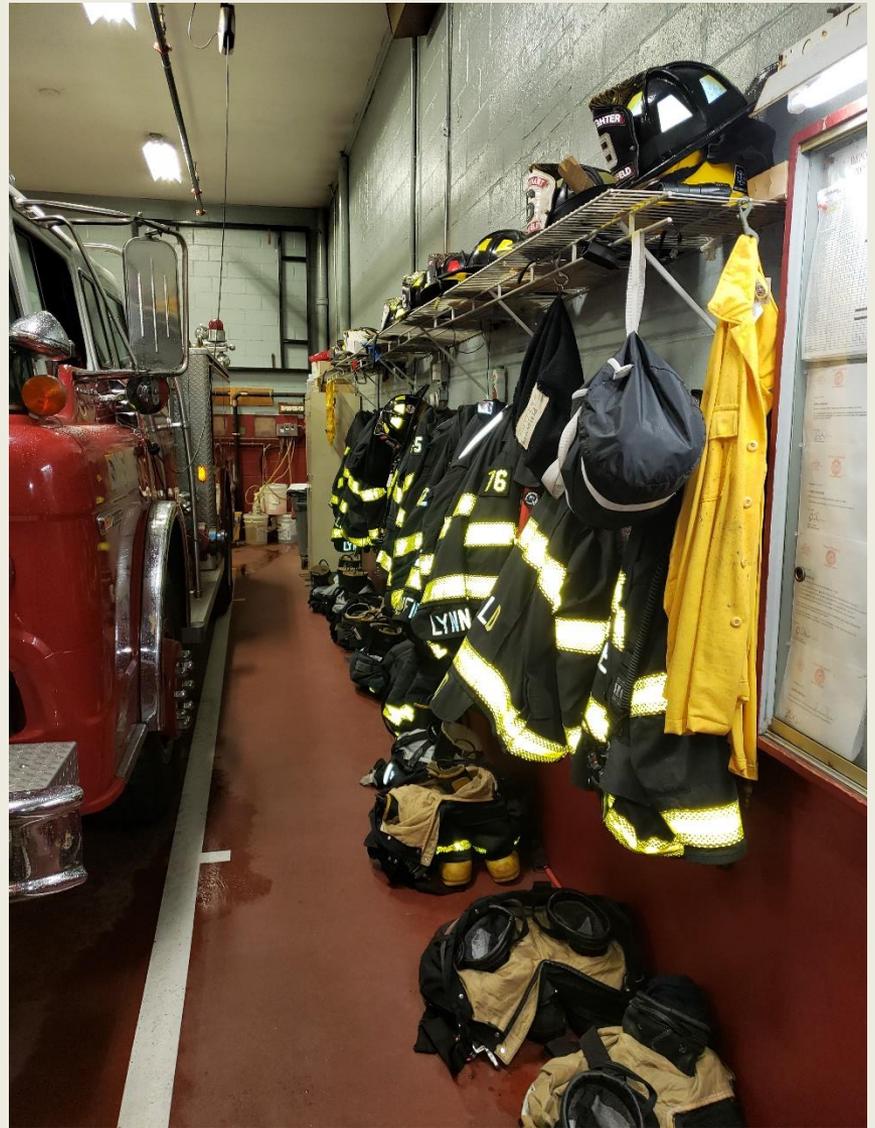


Dispatch Office  
1970/80 Switch Board  
Maintain Old Pull Switch Alarm System

# Public Safety; Fire



Truck Area

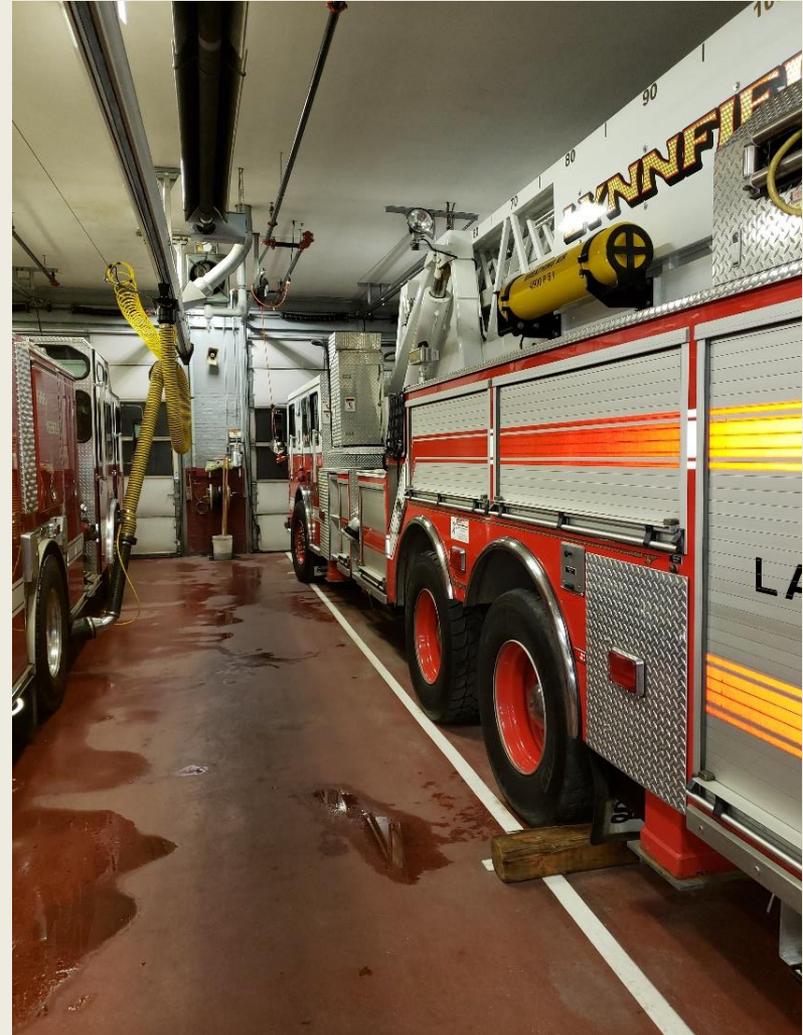


Personal Equipment Area  
Not OSHA Compliant

# Public Safety; Fire



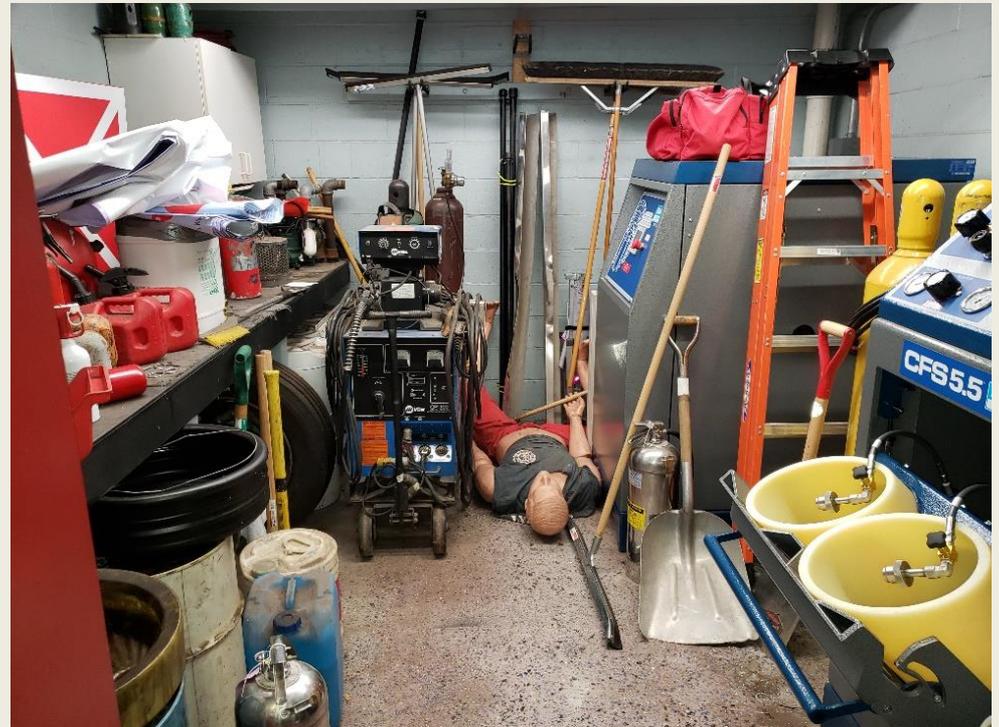
Personal Equipment Area



Truck Area  
Ladder Truck clears door by inches

# Public Safety; Fire

## One Small Room for Equipment Maintenance



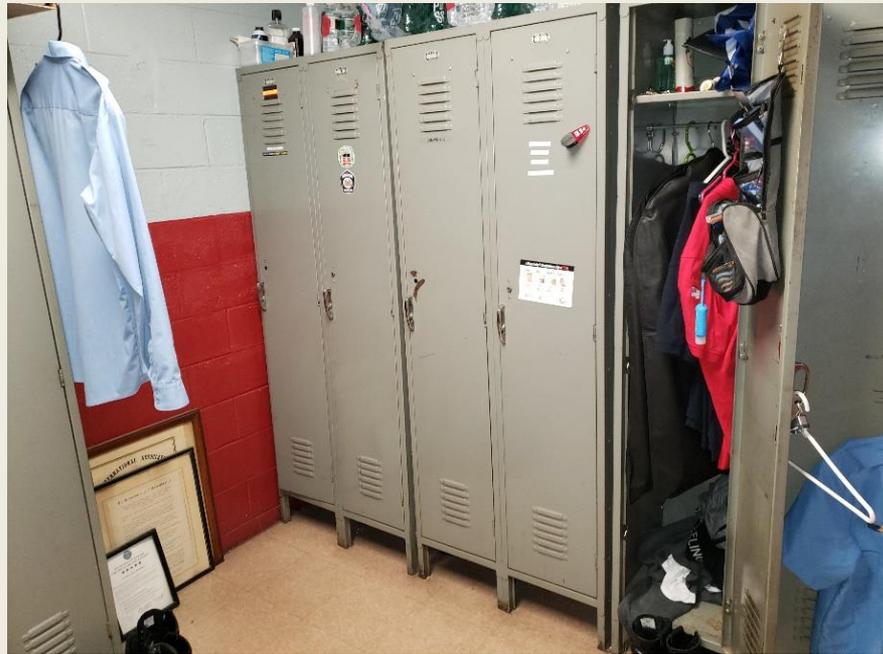
# Public Safety; Fire

One Small Room for Equipment Maintenance (Cont.)



# Public Safety; Fire

Male and Female Locker Area (one room)  
One Shower



# Public Safety; Fire

Male and Female Shower Area  
One Shower



# Public Safety; Fire



Female Bathroom Area  
(Converted closet)



Laundry Room  
Male Bathroom

# Public Safety; Fire



Kitchen

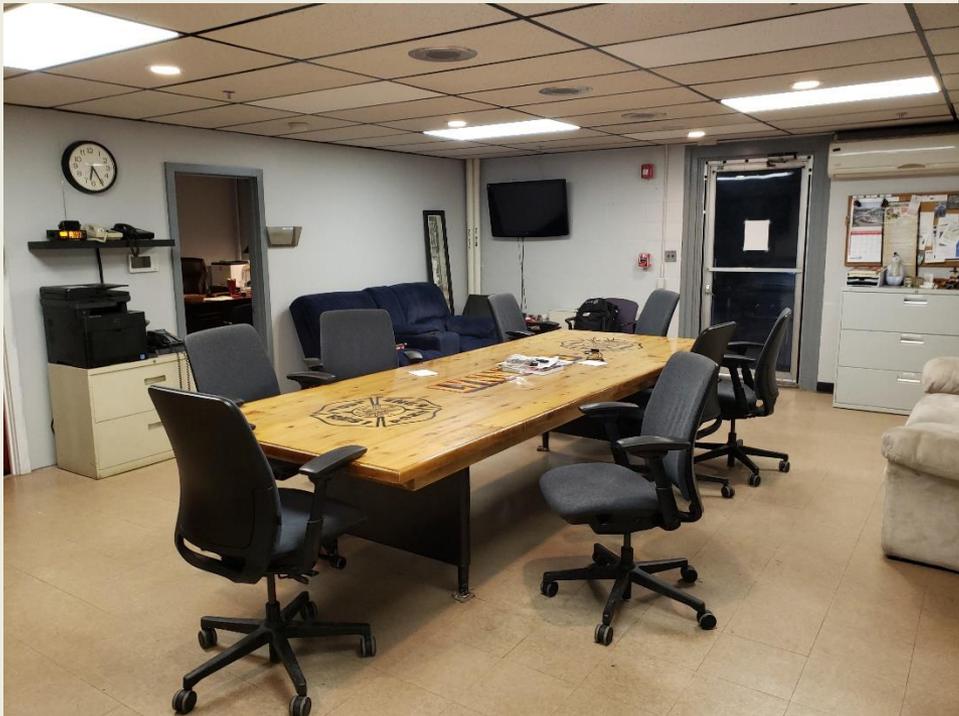
# Public Safety; Fire



Two Storage Rooms in Basement

# Public Safety; Fire

Conference Room  
Break Area  
Reports Desk  
(Same Room)



# Schools

## Goal #1 Renew and Finance Critical Town Infrastructure

## Priority 1

### ❑ Education System Infrastructure (1A) Schools

Renovations at the High School, Middle School and Elementary Schools as needed to maintain the Town's State rating as a school system. Expand the buildings capability/capacity to meet the needs for 2021

- ❑ Do we need to add more classrooms for an increase of students that are identified at the early primary school level (Proposed Brick and Mortar classes to be added to both the Summer and Huckleberry Schools, new Gymnasium at the Huckleberry School)



High School



Middle School



Summer Street  
School



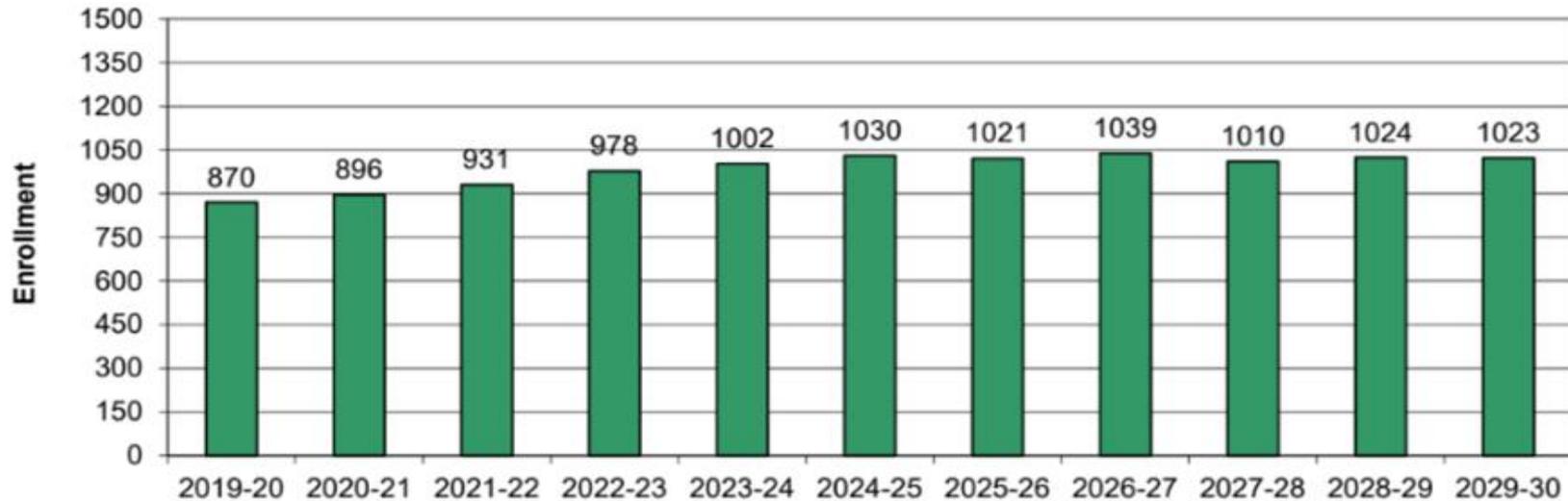
Huckleberry  
School

# Schools, K-4, Projected Data, 10 Years, 2019 -2029



## Lynnfield, MA Projected Enrollment

K-4 To 2029 Based On Data Through School Year 2019-20

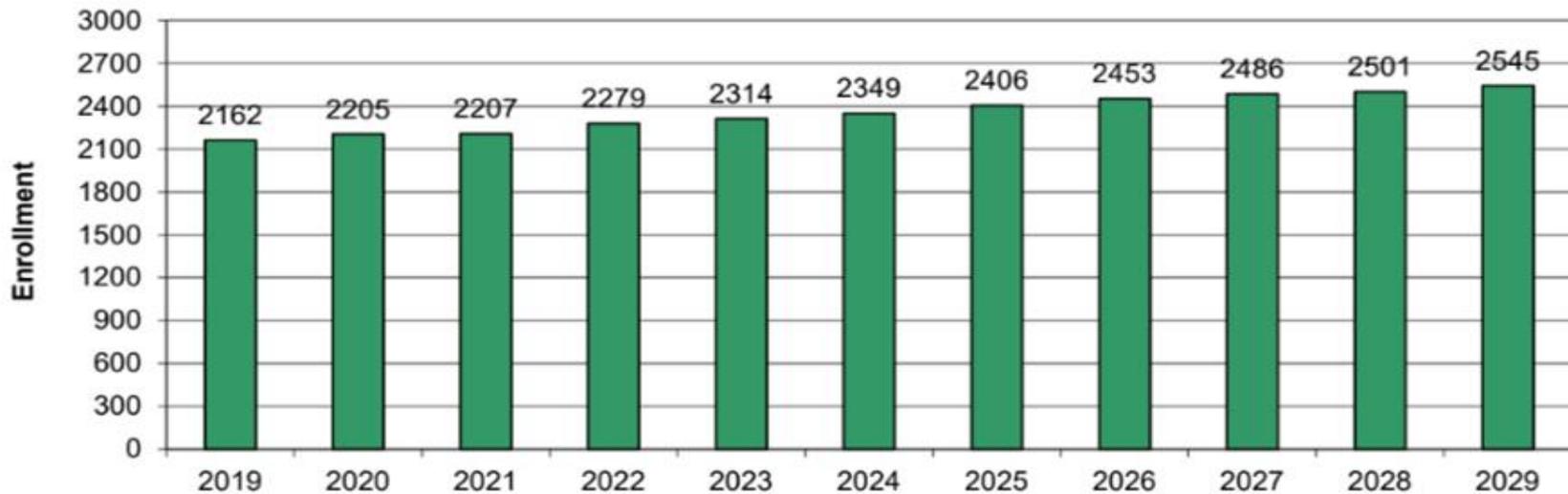


# Schools, K-12, Projected Data, 2019 -2020



## Lynnfield, MA Projected Enrollment

K-12 To 2029 Based On Data Through School Year 2019-20



# Schools, Classrooms

## Number of Classrooms Available

HHS= 22

SSS= 20

Total: **42 Classrooms** District Wide

## Number of Classrooms Needed Based on NESDEC Projections

2020-2021= **43** Classrooms

2021-2022= **46** Classrooms

2022-2023= **47** Classrooms

2023-2024= **48** Classrooms

# Schools, Projected Enrollment

Numbers in Yellow Columns are the significant numbers, for the new required Classroom requirements that will be used, on Slide # 51 thru 55  
(Critical Areas in Dotted red)

Projected Enrollment in Grade Combinations*									
Year	K-4	PK-4	PK-8	K-8	5-8	6-8	7-8	7-12	9-12
2019-20	870	910	1597	1557	687	501	336	941	605
2020-21	896	937	1642	1601	705	508	322	926	604
2021-22	931	973	1678	1636	705	543	346	917	571
2022-23	978	1021	1755	1712	734	540	378	945	567
2023-24	1002	1046	1770	1726	724	548	354	942	588
2024-25	1030	1075	1790	1745	715	527	351	955	604
2025-26	1021	1067	1847	1801	780	553	365	970	605
2026-27	1039	1086	1869	1822	783	586	359	990	631
2027-28	1010	1058	1912	1864	854	607	410	1032	622
2028-29	1024	1073	1936	1887	863	664	418	1032	614
2029-30	1023	1073	1926	1876	853	637	438	1107	669

# Goal #1 Renew and Finance Critical Town Infrastructure

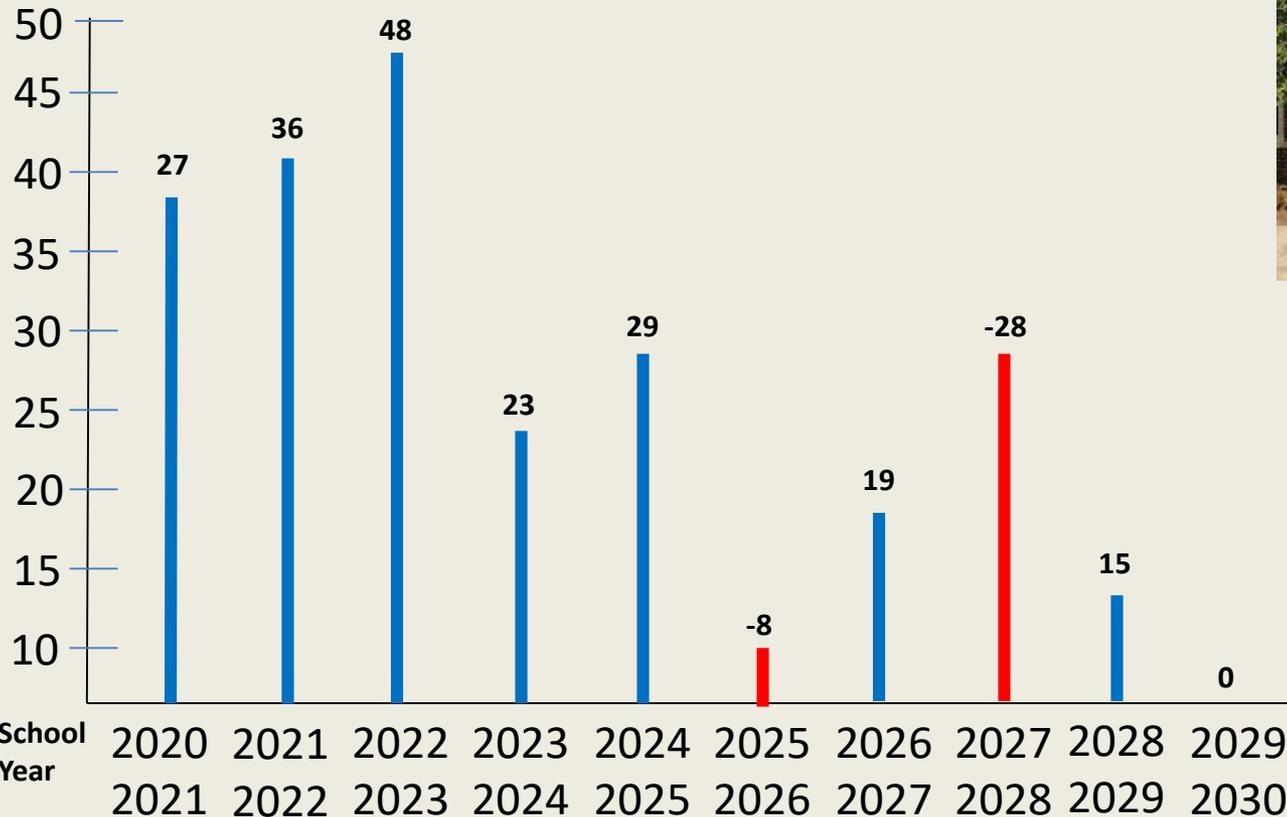
## Priority 1

Education System Infrastructure: **Schools**

Renovations at the High School, Middle School and Elementary Schools as needed to maintain the Town’s State rating as a school system. Expand the buildings capability/capacity to meet the needs for 2021 and beyond

- Do we need to add more classrooms for an increase of students that are identified at the early primary school level ? **Answer; Yes** (Brick and Mortar classes to be added to both the Summer and Huckleberry Schools, new Gymnasium at the Huckleberry School)

Projected New Students, PK-4



Summer Street School



Huckleberry School

# Summer Street School



Permanent Classrooms, Renovations  
Site Improvements / Renovations  
(Drop Off, Pick Up, Play Grounds)



# Schools, Summer Street, Conceptual Massing Study





# Huckleberry School

Strategic Planning Committee

Permanent Classrooms, Renovations  
Larger Gymnasium  
Site Improvements / Renovations  
(Drop Off, Pick Up, Play Grounds)



# Schools, Huckleberry, Conceptual Massing Study



## Schools, Alternatives Considered

**These do not solve our issues, other than school additions**

- Art on a Cart**
- Music on a Cart**
- Redistricting**
- Larger Class Sizes**
- Relocate Preschool**

**None alone, or some in combination, solve the problem (see backup Appendix for additional information). The only solution is:**

- School Additions at HHS and SSS**

# Library

## Goal #1 Renew and Finance Critical Town Infrastructure (Library)

### Priority 1

- ❑ Build a new Library that incorporates with the Library; with potentially a School Off site capability, Rooms that could be used for (professional development - Teachers, Fire, Police, and conferences that the town could sponsor) during noon priority time. Can also assist with Youth Center / Recreation Department Activities, and a Conference Center for all the Town's Citizens. We have no where that can have more than 30 people meet as a conference in town.
- ❑ Old Library repurposed (Phase II).



# Library, Current Conditions



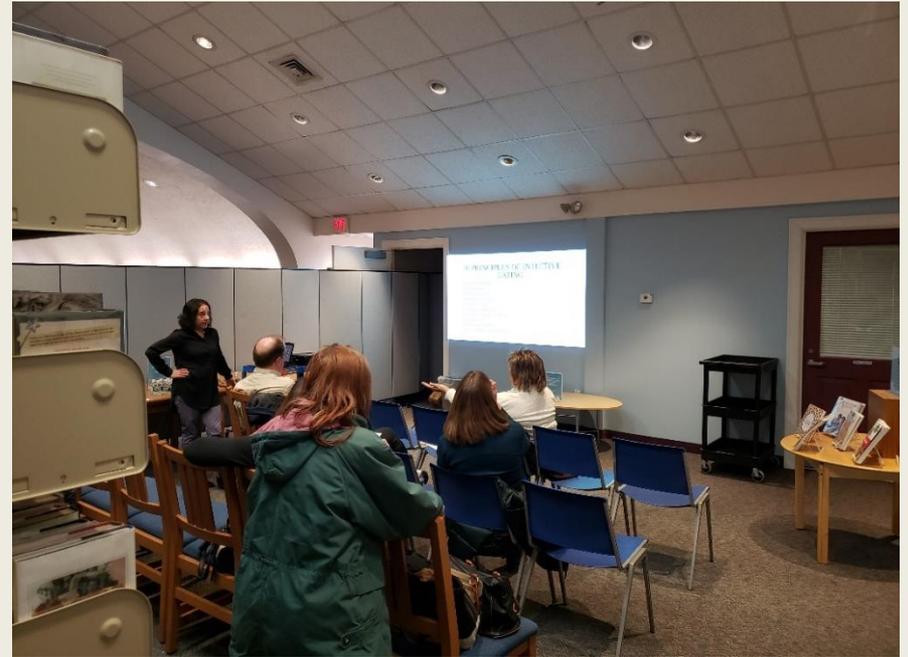
Underneath (Former School portion) of Current Library, This is below Children's portion of Library

# Library, Current Conditions



Stairwell leading from below Children's portion of the Library. On stairs is rat/rodent traps. There has been rats/rodent in the basement, some have made it upstairs

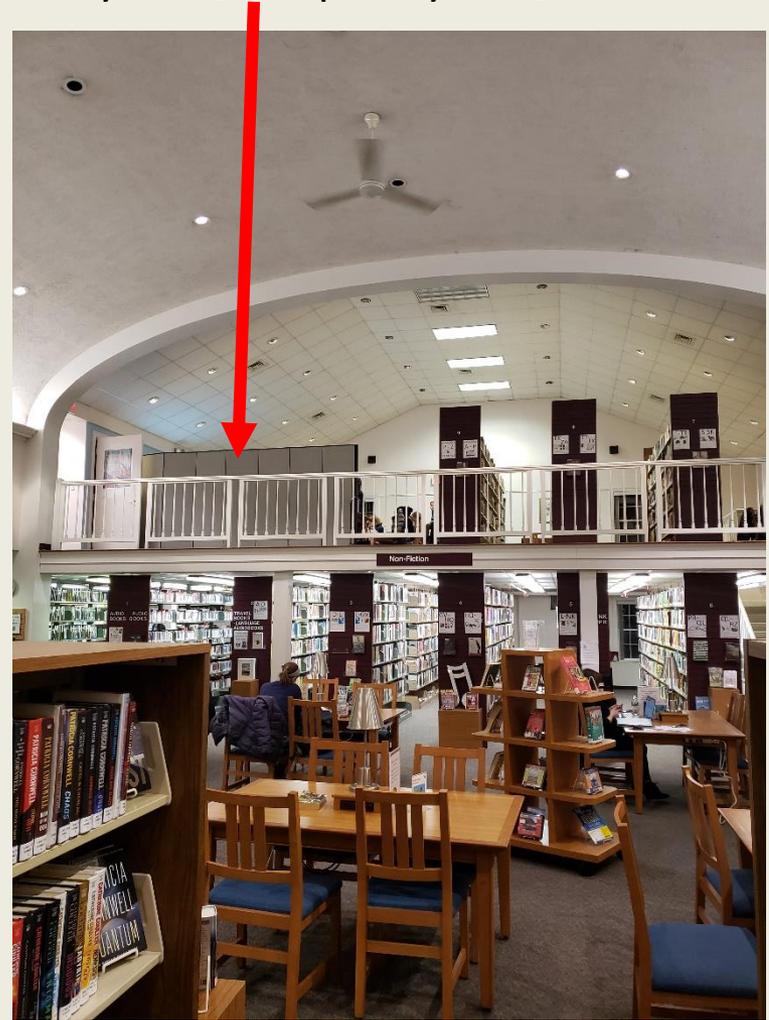
# Library, Current Conditions



Balcony area were classes are given. Use of a temporary wall is used to block sound for those down below, not affective.

# Library, Current Conditions

Balcony area, temporary wall, not affective



View of Man Floor. Looking up into the second floor Balcony Area

# Library, Current Conditions



View of Main Floor, study area. Looking up into the second floor Balcony Area

# Library, Current Conditions

Teen Area



Office Area



Balcony Area looking down onto Main Floor Area



# Library, Current Conditions

Young Children's Area



Young Children's Area



Classroom, Meeting Area,  
Second Floor



# Library, Current Conditions

## Genealogy Room



Serves all of Essex County

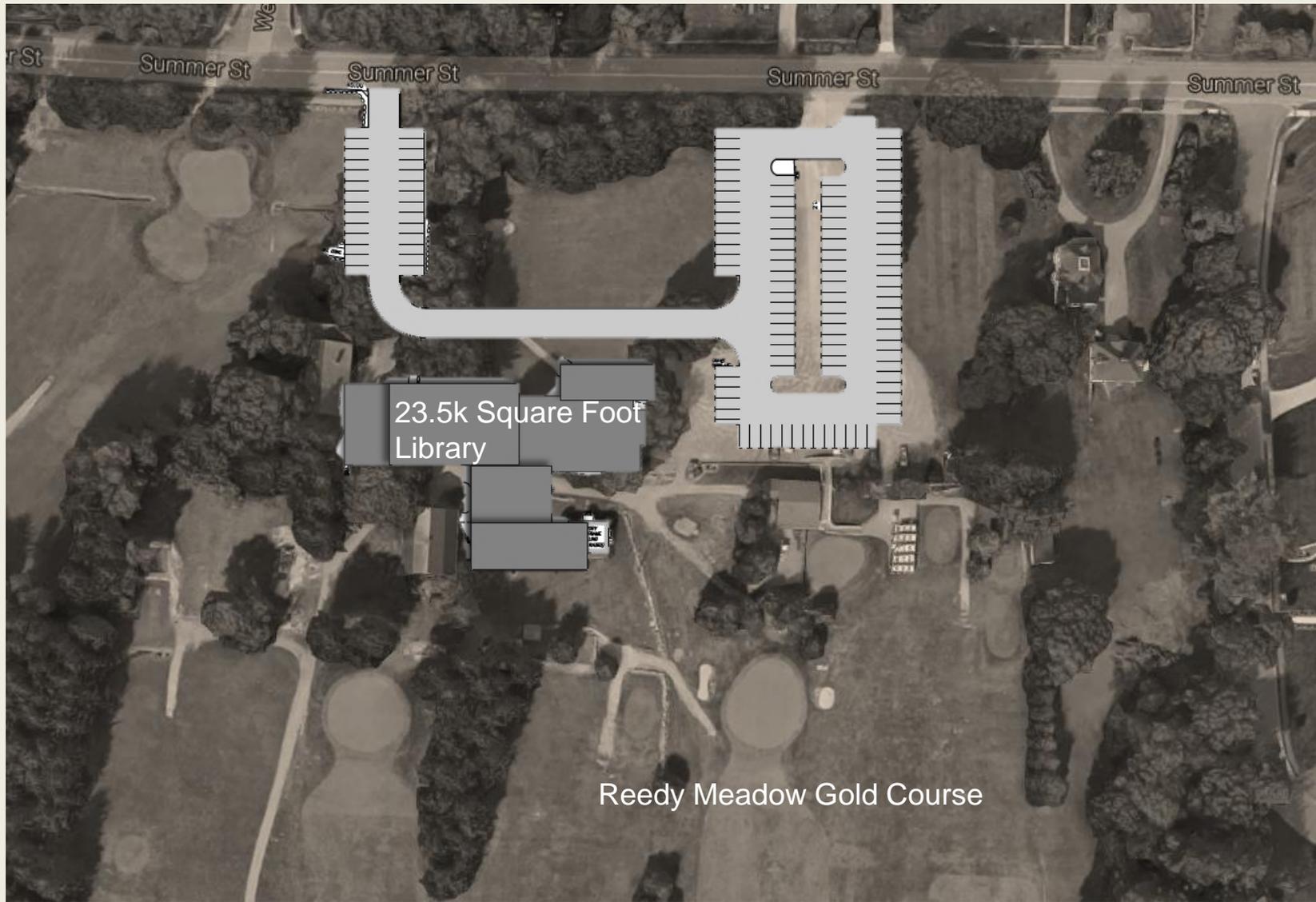
# Library, Current Conditions

Basement Book Area

(not handicap compliant)  
(no staff on duty on lower floor)



# Library, Proposed New Location



23.5k Square Foot  
Library

Reedy Meadow Gold Course

# Recreation

# Recreation

## **GOAL FIVE: Maintain and Expand the range of recreational opportunities and assets, particularly for young people**

Nature has provided Lynnfield with many of its most precious assets, but beyond our rivers, lakes and woods there are recreational and cultural resources requiring our attention. The Town has invested in recreational infrastructure in recent years, including new turf fields at the High School as well as grass fields and new running track at the Middle School. The Town has met the recreational needs of residents in terms of space, but further attention should be spent on improving, maintaining and possibly extending available facilities. The Town does not have a Youth Commission and there have been a number of proposals made for improving additional recreational facilities. Delivering on this goal means exploring these options. In recent years, the town has looked at the feasibility of a walking trail, dog park, and Ice Skating Rink. These additional recreational facilities should be pursued as far as necessities for our citizens

To achieve this goal, the Lynnfield's SPC recommends the Town take the following actions:

- a) Use future/additional CPA funds to support recreational priorities.
- b) Examine whether a Lynnfield Youth Commission (EYC) should be established by creating an exploratory committee, which should examine interest and consider whether a part-time director can be hired, and a partnership with the Recreational Department, or use the Recreational Department as the Lynnfield Youth Commission for expansion of recreational facilities.
- c) Assess the current stock of recreational facilities to quantify existing maintenance costs and capacity for additional facility and grounds.
  - a) Explore who is responsible for maintaining the recreational facilities and fields. Does it need to be out sourced using field usage fees collected by the Recreational Department.
- d) Build maintenance costs for any new or refurbished recreational facilities into capital plan.
- e) Consider Park improvements, and maintenance costs (out sourcing if needed).
- f) Use zoning to preserve recreational resources.

# Recreation

## GOAL FIVE: Maintain and Expand the range of recreational opportunities and assets, particularly for young people

Nature has provided Lynnfield with many of its most precious assets, but beyond our rivers, lakes and woods there are recreational and cultural resources requiring our attention. The Town has invested in recreational infrastructure in recent years, including new turf fields at the High School as well s grass field at the Middle School. The Town has met the recreational needs of residents in terms of space, but further attention should be spent on improving, maintaining and possibly extending available facilities. The Town does not have a Youth Commission, although it has a Recreation Department, and there have been a number of proposals made for improving recreational facilities. Delivering on this goal means exploring these options. In recent years, the town has looked at the feasibility of a walking trail, dog park, and Ice-Skating Rink. These additional recreational facilities should be pursued for review, as far as necessities for our citizens



# New Recreation Center

## Overview & Vision

# Rec Center Vision



Construct an operationally self-sustaining facility that supports recreation activities and programs with high-functioning indoor and outdoor space that provides a valuable amenity and engenders a sense of community for Lynnfield residents of all ages.

# Rec Highlights



### Father/Daughter Dance



### Summer Excursions



### Tree Lighting



### Mother Son Bowling



### Early Release Day Trips



# 2018/19 Programs & Events



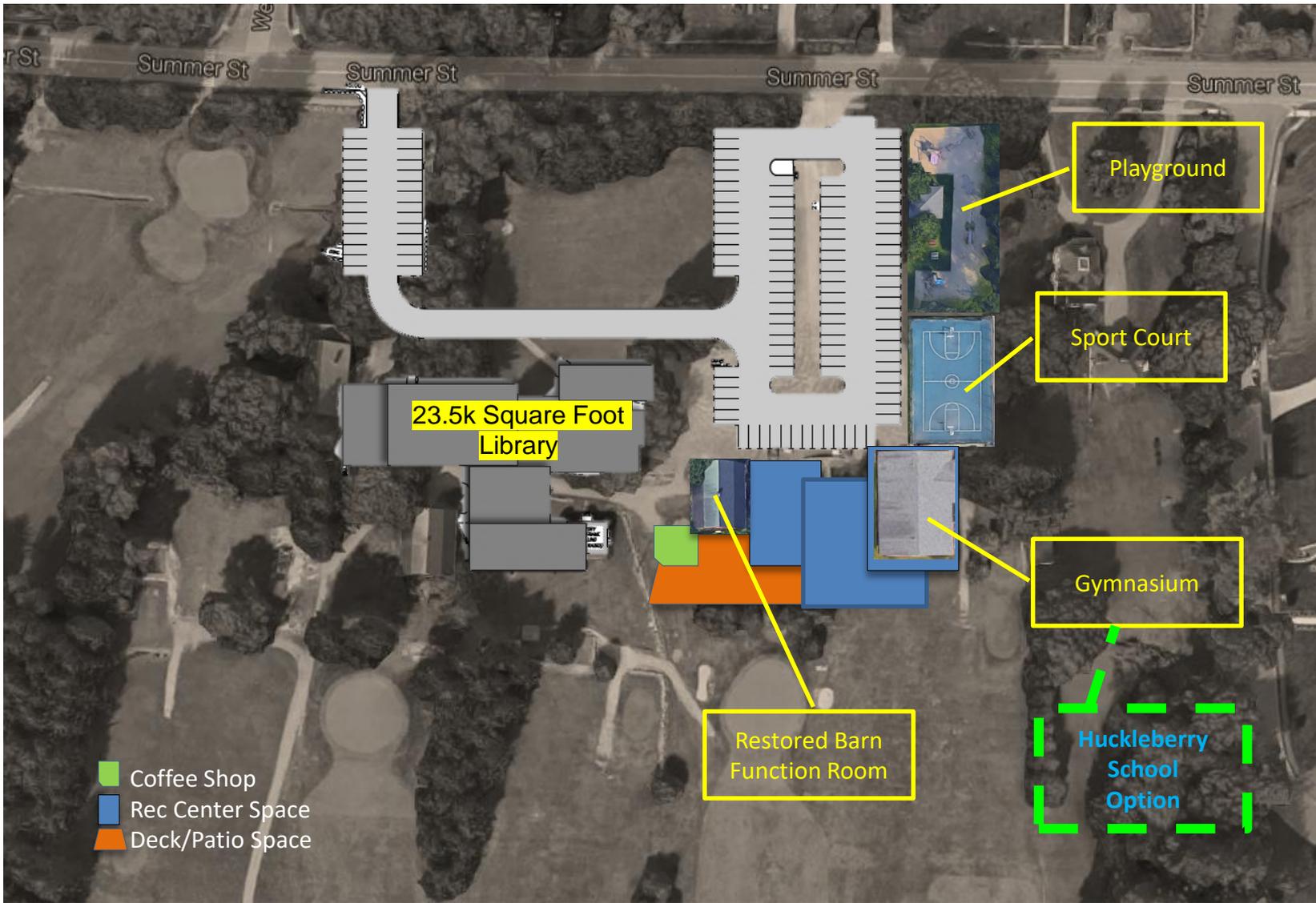
## PROGRAMS

- Recreation Station (353 kids)
- Summer Excursions (1308 kids)
- Recreation Station Jr (expanded length and number of kids from 50-60)
- Flag Football (Spring/Fall)
- Learn to Skate
- Running Club
- Ski Club (up from 100 to 151)
- LMS Early Release Trips (up from 35 to 35 kids/month)
- Friday Night Trips (up from 35 to 45 kids/month)
- Summer Golf Lessons
- Boys LAX Skills
- Girls LAX Skills
- Summer Flag Football
- Summer Excursions
- Elementary & Middle School Track
- Tabatha Bootcamp
- Indoor Street Hockey
- Movie Nights
- NEW! Women's Basketball
- NEW! Kids Can Run – For children of all abilities (40 participants)

## EVENTS

- Tree Lighting (Continuing to grow)
- Light Up Lynnfield Trolley Tours (500 guests)
- LMS Track Grand Opening Ceremony
- Gingerbread House Contest
- Father Daughter Dance(466 guests)
- Horribles Parade
- Mother Son Bowling (up from 140 to 194)
- Lion King
- Kimball Farms
- 5 Wits Gillette
- CoCo Keys
- Market Street Partner Events
  - Easter Tea Party (250 guests)
  - Monster Mash Halloween Party (250 guests)
  - Character Ice Skating (New for 2019)

# Proposed site w/Library/rec center option

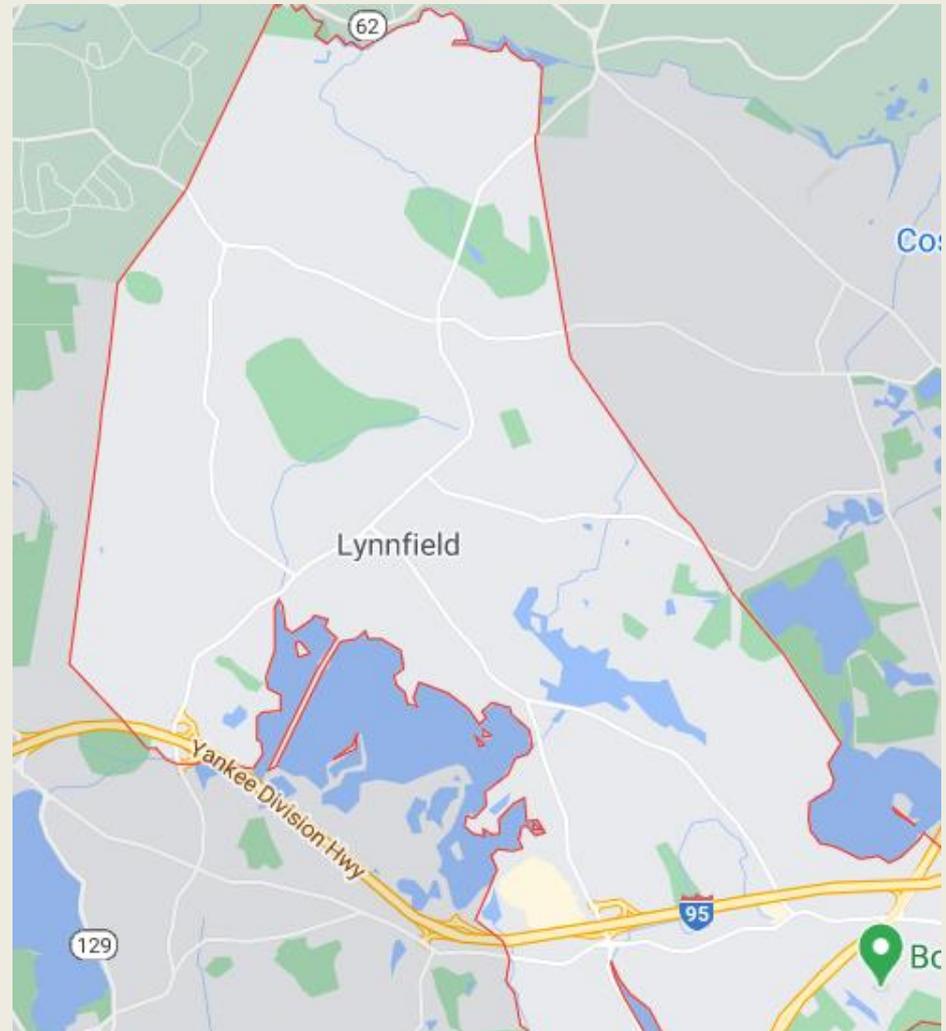


# Financing

## Paying for the Projects

### Average Home Price, Lynnfield

Home Values, the average home in Lynnfield, Massachusetts is worth \$650,000.00, according by the State of Massachusetts



# Excludable Debt, Debt Reduction

Golf Course, Middle School Debt Exclusion Tax Relief, 2023 thru 2026

Fiscal Year	Excludable Debt	Debt Reduction	Reduction per Home on taxes per year (town average at 650K)
2022	\$2,342,848.76	\$0.0	\$0.0
2023	\$2,158,248.76	\$184,600.00	\$32.52
2024	\$1,529,061.26	\$629,187.50	\$123.50
2025	\$1,485,968.00	\$43,092.50	\$6.50
2026	\$160,618.76	\$1,325,350.00	\$253.69
2027	\$151,718.76	\$8,900.00	\$0.0

Total : -\$416.30

Reduction in Debt Exclusion taxes per household (\*using 650K home value) 2023 thru 2026, for Debt Exclusion

# Proposed New Projects Costs

	Projected Project Cost	20 Years (3%)	25 Years (3.5%)
<b>Library</b>	13 Million	\$169.00	\$149.50
<b>Public Safety</b>	45 Million	\$585.00	\$526.50
<b>Schools</b>	16 Million	\$208.00	\$188.50

Reduction in Taxes, Total : **-\$416.30 per home (based on example)**

Based on the Town Average, established by the State, a home of 650k value for taxes

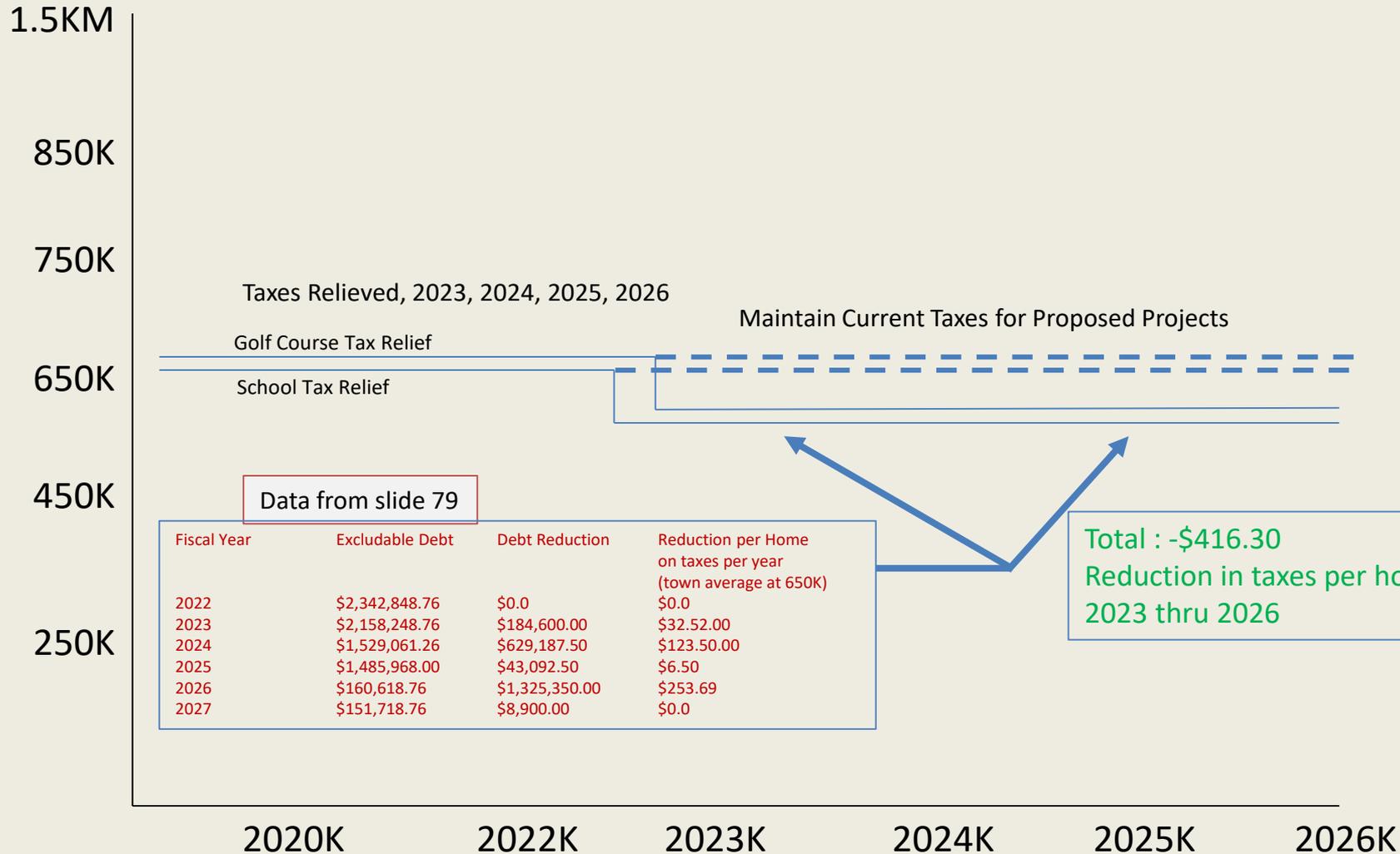
20 Year Column shows the increase in taxes (Debt Exclusion) per household, per year, over **20 years at 3%**

25 Year Column shows the increase in taxes (Debt Exclusion) per household, per year, over **25 years at 3.5%**

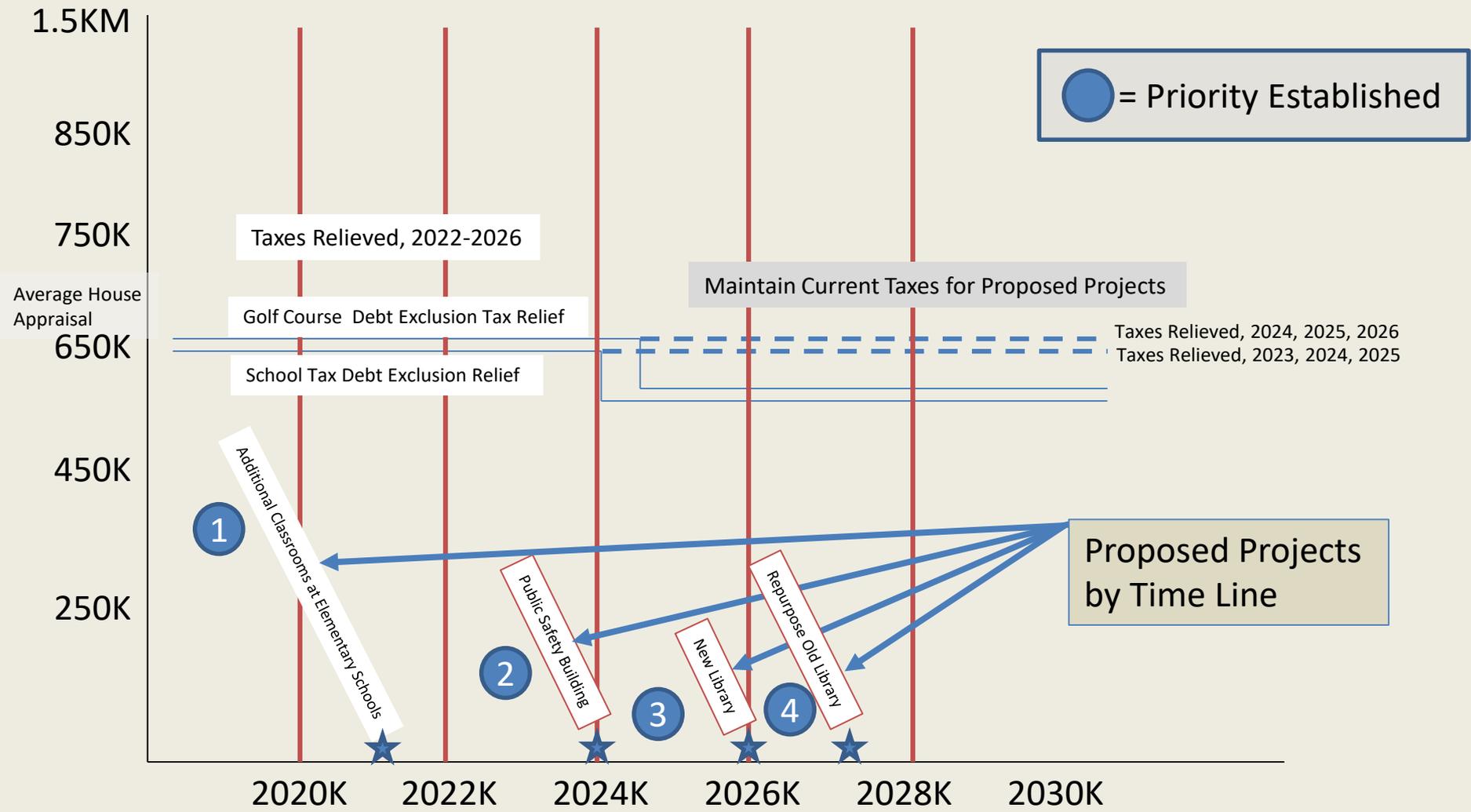
[ we could see attaining a loan for less than 3% for 20 or 25 years, this would lessen Debt Exclusion numbers ]

\* Remember, in this build time frame, we will have a reduction in a debt exclusion taxes of **-\$416.30**

# Impact of new Building Proposal in Relation to Debt Exclusion after 2025, by Median House



# Impact of new Building Proposal in Relation to Debt Exclusion after 2023 - 2026, by Median House



# Phase II



## Phase II

# Priorities IB Priorities II and III

- Health of Lynnfield Natural Resources; Protected Land in Lynnfield
- Development of the Sagamore Golf Course (possible)
- Cemetery
- Lynnfield Natural Resources; Protected Land in Lynnfield
- Town Hall
- Lynnfield Water Infrastructure
- Study of Richardson Green Property (2.7 million purchase), Land Conservation Project

# Recommendation

## Priorities IA

- ✓ **Push to Complete the Three identified Priority 1A Projects, in order identified below**

- Education System Infrastructure (1A)**
  - Public Safety Building (1A)**
  - Lynnfield Water System Infrastructure (1B)
  - Town Hall Improvements (1B)
  - Build a new Library (1A)**  
Repurpose Old Library as own Town Administration Offices, or School Admirative Offices (Phase II)
  - Cemetery (1B)
- ✓ As debt exclusions falls off the books identified, between 2023 and 2026, maintain taxes at the at that level, and do an increase in debt exclusion, that would cover all three projects at a 25 year loan, at 3.5%  
(Total for all three project is = +\$864.5)  
(Debt Exclusion coming off books = -\$416.30)  
(New Debt Exclusion, for an average home of \$650,000.00 is = +\$448.20)  
(could see loan go below 3% for 20 or 25 years)

- ✓ **Have Strategic Planning Committee, begin Phase 1B, Phase II and II Planning Immediately**

## Priorities IB, II, III

- Health of Lynnfield Natural Resources; Protected Land in Lynnfield
- Development of the Sagamore Golf Course (possible)
- Cemetery
- Lynnfield Natural Resources; Protected Land in Lynnfield
- Town Hall
- Lynnfield Water Infrastructure
- Study of Richardson Green Property (2.7 million), Land Conservation Project

## Conclusion

- ❑ This Brief is posted on the Strategic Planning Committee Homepage
- ❑ There is back up slides for every category, supporting the data briefed tonight (77 additional slides)
  - ❑ Appendix A; Back Up Sides for Public Safety
  - ❑ Appendix B; Back Up Sides for Schools
  - ❑ Appendix C; Back Up Sides for Library
  - ❑ Appendix D; Back Up Sides for Recreation
  - ❑ Appendix E; Back Up Slides for Debt Exclusion
  - ❑ Appendix F; Phase II

# Questions

# **Appendix A; Back Up Sides for Public Safety**

# Public Safety; Fire

No Back Up slides required at this time

# **Appendix B; Back Up Sides for Schools**

## Schools, Back Up

# SCHOOL ENROLLMENT AND CAPACITY EXPLORATION COMMITTEE



# Schools, Back Up

**Dick Dalton**  
**Board of Selectmen**  
*(Replace Chris Barrett)*

**Tim Doyle**  
**School Committee**

**John Scenna**  
**Chair**

**Kathryn Price**  
**Parent Representative**

**Brian Murphy**  
**Parent Representative**  
*(Gary Romano, resigned)*

**Arthur Swanson**  
**Community Member**

**Reilly Bayer**  
**Finance Committee**  
*(Bob Priestley, resigned)*

**Robert Dolan**  
**Town Administrator**  
non-voting

**John Tomasz**  
**DPW Director**  
non-voting

**Superintendent**  
**Jane Tremblay**  
non-voting

**SECEC**  
**MEMBERS**

## Schools, back up

In 2010, Lynnfield had 0.52 K-12 public school students per dwelling ratio, well above the State average of 0.33 K-12 public school students per dwelling

As new families move into Lynnfield, about 70% of school-age students can be expected to enroll in the elementary grades, 20% in middle school and 10% in high school level  
ack Up slides required at this time

Over the last three years, Existing Single Family Home Sales are at the highest rates seen over the last 32 years

2017-2019 - 170 homes/year

2014-2016 - 160 home/year +/-

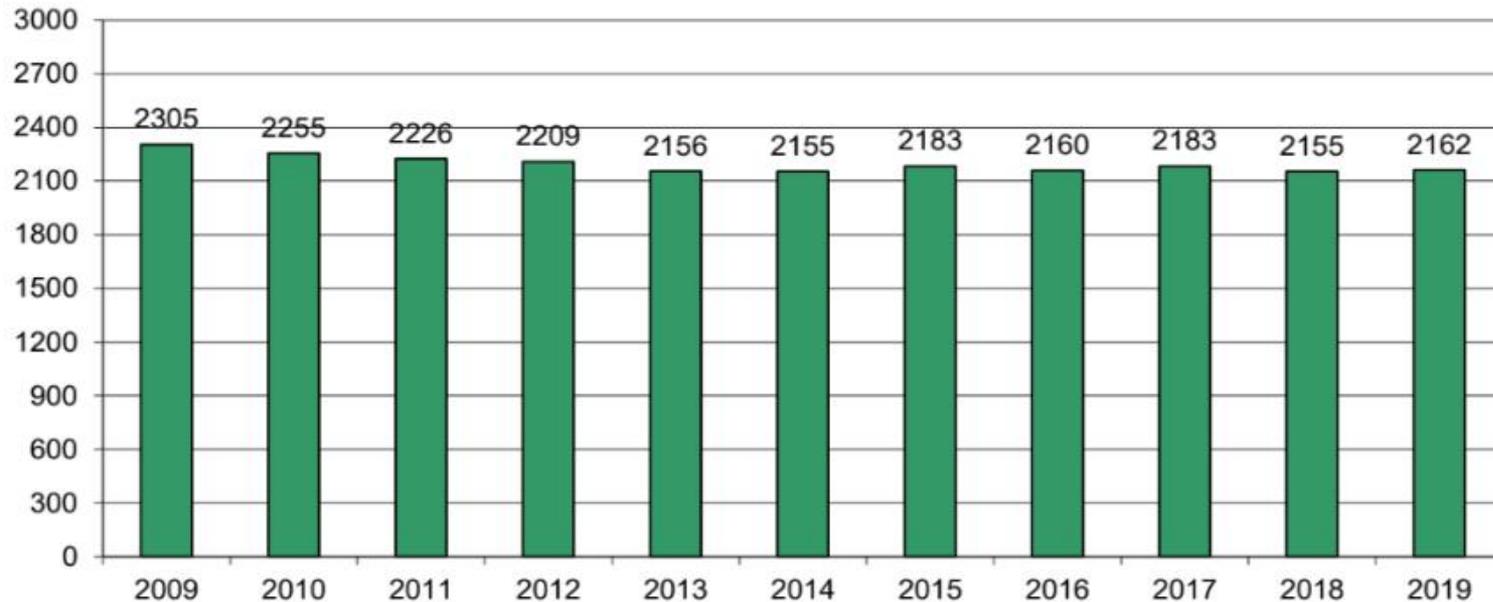
2009-2013 - 130 homes/year +/-

# Schools, Historical Data, 2009-2019



## Lynnfield, MA Historical Enrollment

K-12, 2009-2019



# Schools, Projected Enrollments by Grade

Enrollment Projections By Grade*																				
Birth Year	Births		School Year	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	UNGR	K-12	PK-12
2014	125		2019-20	40	170	165	183	157	195	186	165	161	175	135	142	173	155	0	2162	2202
2015	131		2020-21	41	205	176	167	188	160	197	186	164	158	150	135	146	173	0	2205	2246
2016	114		2021-22	42	178	212	178	171	192	162	197	185	161	136	150	139	146	0	2207	2249
2017	142	(prov.)	2022-23	43	222	184	215	183	174	194	162	196	182	138	136	154	139	0	2279	2322
2018	115	(prov.)	2023-24	44	180	230	186	220	186	176	194	161	193	156	138	140	154	0	2314	2358
2019	125	(est.)	2024-25	45	196	186	233	191	224	188	176	193	158	166	156	142	140	0	2349	2394
2020	125	(est.)	2025-26	46	196	203	188	239	195	227	188	175	190	136	166	161	142	0	2406	2452
2021	124	(est.)	2026-27	47	194	203	205	193	244	197	227	187	172	163	136	171	161	0	2453	2500
2022	126	(est.)	2027-28	48	197	201	205	210	197	247	197	226	184	148	163	140	171	0	2486	2534
2023	123	(est.)	2028-29	49	193	204	203	210	214	199	246	196	222	158	148	168	140	0	2501	2550
2024	125	(est.)	2029-30	50	195	200	206	208	214	216	199	245	193	191	158	152	168	0	2545	2595

Note: Ungraded students (UNGR) often are high school students whose anticipated years of graduation are unknown, or students with special needs - UNGR not included in Grade Combinations for 7-12, 9-12, etc.

Based on an estimate of births

Based on children already born

Based on students already enrolled

# Schools, Projected Percentage Changes

Projected Percentage Changes			
Year	K-12	Diff.	%
2019-20	2162	0	0.0%
2020-21	2205	43	2.0%
2021-22	2207	2	0.1%
2022-23	2279	72	3.3%
2023-24	2314	35	1.5%
2024-25	2349	35	1.5%
2025-26	2406	57	2.4%
2026-27	2453	47	2.0%
2027-28	2486	33	1.3%
2028-29	2501	15	0.6%
2029-30	2545	44	1.8%
Change		383	17.7%

# Schools, Back Up

## Review Education System Infrastructure, Committee Notes

- a. Discussion of the need for school expansion at both Elementary Schools.
  - i. Increase in student population
  - ii. New Classrooms (permanent)
    - 1. Debt exclusion
- ❑ Assessment/Survey of building infrastructure (roofs, mechanical systems)
- ❑ Increase in student population John is not confident that there is an issue with the schools. New study for next 8 years for demographics. RFP out to look at summer St and Huckleberry – look at capacity (enrollment and the building) Will do over winter and will have any idea by March. Will compare to last years demographics and see how they compare. SPC will have a roll in the decision if it's tight. Other options, Art in a Cart, redistrict. Huckleberry could have the issue with size. Has to be modular. Elementary schools are the problem middle and high school are okay.
- ❑ New classrooms, Brick and Mortar (permanent)
- ❑ Current School administration office, repurposed as town's Kindergartens
  - If new Library is built, Old Library becomes school administration offices

# Schools, Back Up

## Review Education System Infrastructure

- Sagamore – family can build up to 84 homes, 4-5 Beds – would create an explosion of families and schools  
Question is if the homes are expensive do these families have K-1 or would they be more apt to have middle school aged kids.

Study projects out 10 years, they have confidence in the first 5 years. Shows up 200 over the next 5 years K-12. Study shows student/dwelling ratio is significantly higher than across the state and more of those students are staying at LHS, vs going to private high schools.

# Schools, Options to Address Increased Enrollment

- Art on a Cart
- Music on a Cart
- Redistricting
- Larger Class Sizes
- Relocate Preschool
- School Additions at HHS and SSS

# Schools, Options to Address Increased Enrollment

## Art on a Cart- or Satellite Location

Putting art on a cart or removing it from a dedicated teaching space will jeopardize the integrity of the instruction by limiting the resources that can be used and projects completed

Comprehensive art instruction develops creativity and critical thinking which allows students to develop problem solving skills

Comprehensive art instruction develops fine motor skills and visual-spatial skills

# Schools, Options to Address Increased Enrollment

## Redistricting

- Both schools are at capacity
- We can not predict the neighborhoods the students will move into

# Schools, Options to Address Increased Enrollment

## Relocate LPS Preschool

**This would result in several new positions:**

- Director
- Occupational Therapist
- Physical Therapist
- Speech Pathologist
- Nurse

***\*Additionally, the current Central Office would need to be relocated to a new site.***

# Schools, Options to Address Increased Enrollment

## Larger Classrooms?

### Current Class Size Guidelines

<b>Grade</b>	<b>Guidelines</b>
<b>K-1</b>	<b>18-22</b>
<b>2-3</b>	<b>20-23</b>
<b>4-6</b>	<b>20-24</b>

# Schools, Summer Street, Existing Site Layout

SUMMER STREET ELEMENTARY SCHOOL

3/25/2020

## EXISTING SITE PLAN

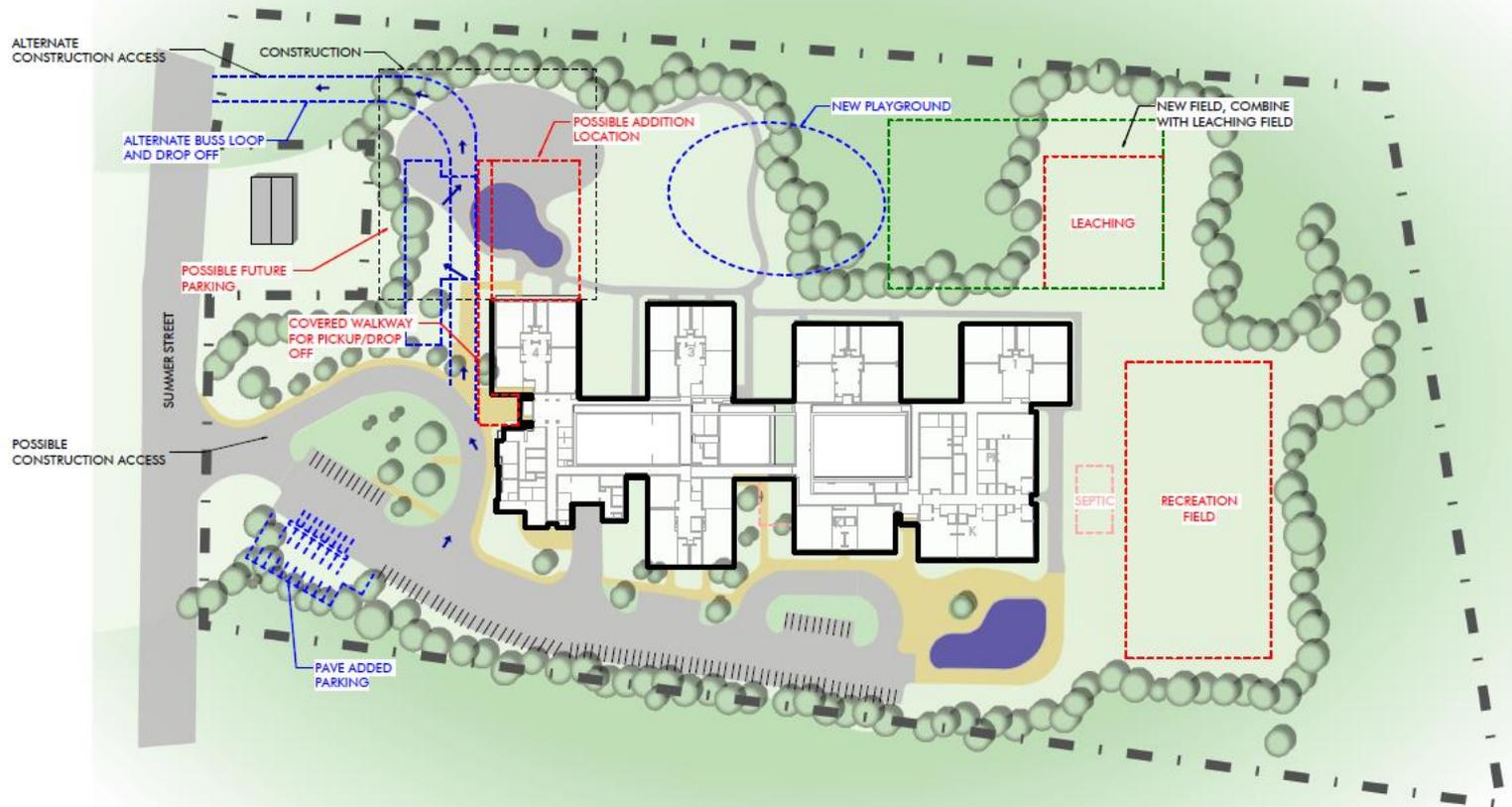


# Schools, Summer Street, Site Analysis

SUMMER STREET ELEMENTARY SCHOOL

3/25/2020

## PRELIMINARY SITE ANALYSIS



# Schools, Summer Street, Conceptual Expansion

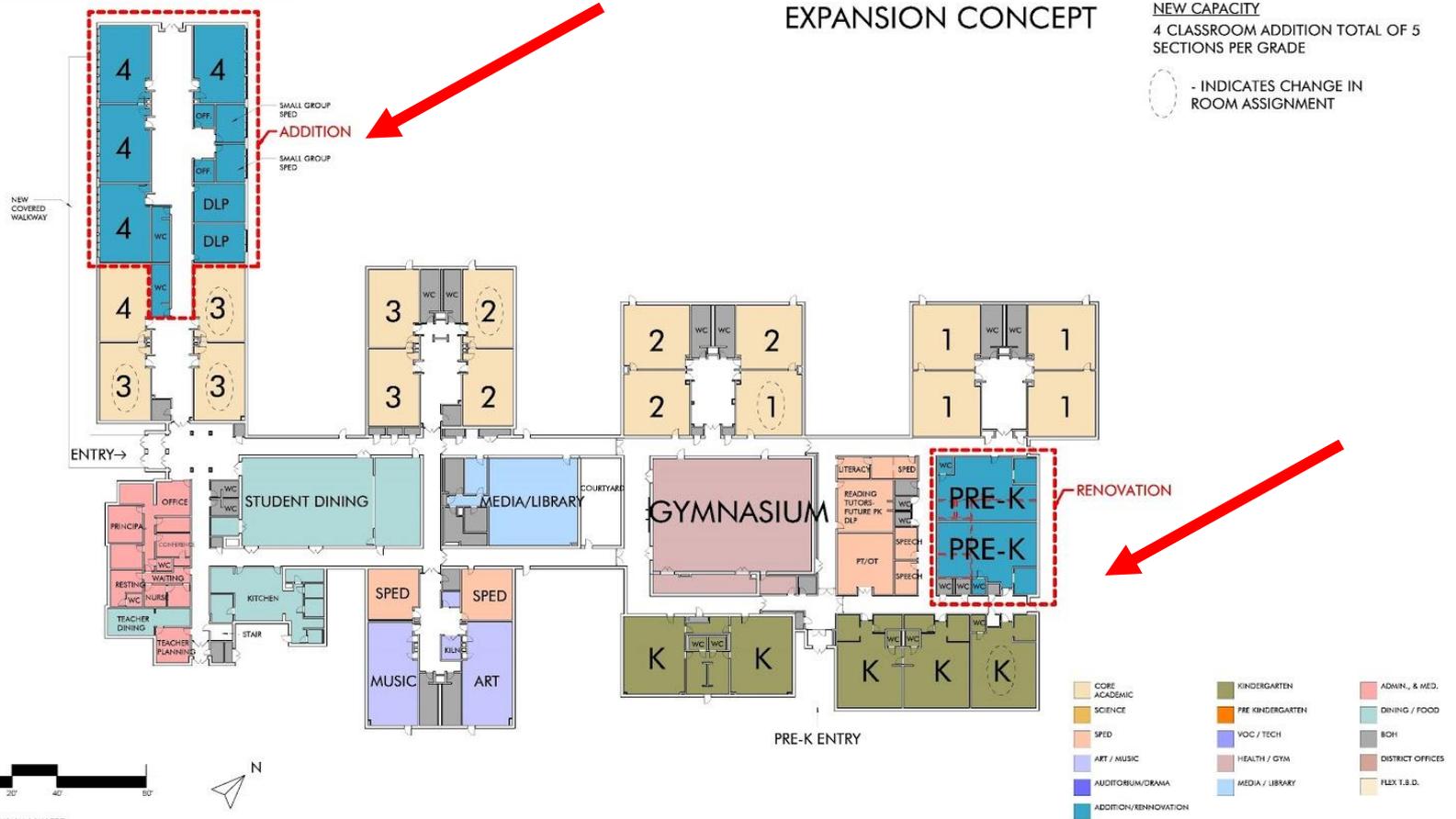
SUMMER STREET ELEMENTARY SCHOOL

3/25/2020

## EXPANSION CONCEPT

**NEW CAPACITY**  
4 CLASSROOM ADDITION TOTAL OF 5 SECTIONS PER GRADE

- INDICATES CHANGE IN ROOM ASSIGNMENT



- |  |  |   |
|--|--|---|
| <span style="display:inline-block; width:10px; height:10px; background-color:yellow; border:1px solid black;"></span> CORE ACADEMIC      | <span style="display:inline-block; width:10px; height:10px; background-color:green; border:1px solid black;"></span> KINDERGARTEN        | <span style="display:inline-block; width:10px; height:10px; background-color:lightcoral; border:1px solid black;"></span> ADMIN., & MED.  |
| <span style="display:inline-block; width:10px; height:10px; background-color:orange; border:1px solid black;"></span> SCIENCE            | <span style="display:inline-block; width:10px; height:10px; background-color:blue; border:1px solid black;"></span> PRE-KINDERGARTEN     | <span style="display:inline-block; width:10px; height:10px; background-color:lightblue; border:1px solid black;"></span> DINING / FOOD    |
| <span style="display:inline-block; width:10px; height:10px; background-color:lightblue; border:1px solid black;"></span> SPED            | <span style="display:inline-block; width:10px; height:10px; background-color:purple; border:1px solid black;"></span> VOC / TECH         | <span style="display:inline-block; width:10px; height:10px; background-color:gray; border:1px solid black;"></span> BOH                   |
| <span style="display:inline-block; width:10px; height:10px; background-color:purple; border:1px solid black;"></span> ART / MUSIC        | <span style="display:inline-block; width:10px; height:10px; background-color:lightcoral; border:1px solid black;"></span> HEALTH / GYM   | <span style="display:inline-block; width:10px; height:10px; background-color:lightgray; border:1px solid black;"></span> DISTRICT OFFICES |
| <span style="display:inline-block; width:10px; height:10px; background-color:blue; border:1px solid black;"></span> AUDITORIUM/DRAWING   | <span style="display:inline-block; width:10px; height:10px; background-color:lightblue; border:1px solid black;"></span> MEDIA / LIBRARY | <span style="display:inline-block; width:10px; height:10px; background-color:yellow; border:1px solid black;"></span> FLEX T.B.D.         |
| <span style="display:inline-block; width:10px; height:10px; background-color:blue; border:1px dashed black;"></span> ADDITION/RENOVATION |  |   |



EXPANSION CONCEPT  
1" = 20'-0"

# Schools, Summer Street, Conceptual Massing Study



# Schools, Huckleberry, Current layout

HUCKLEBERRY HILL ELEMENTARY SCHOOL

3/25/2020

## EXISTING SITE PLAN



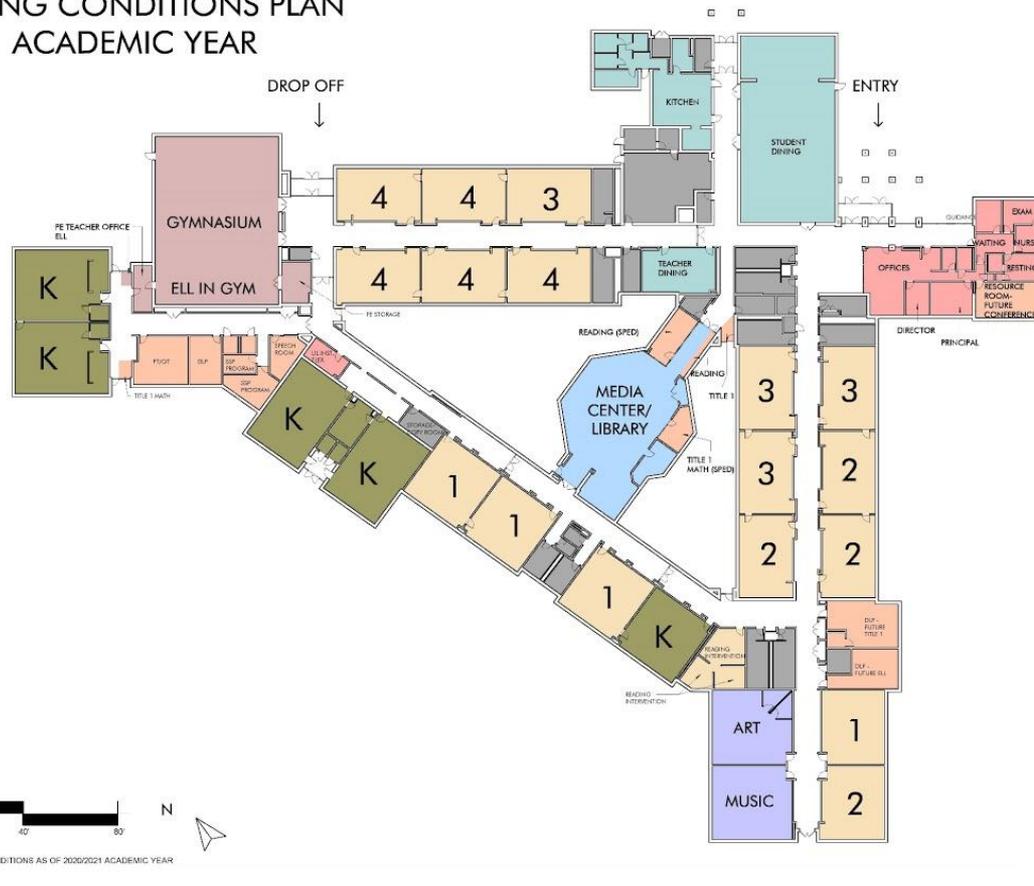


# Schools, Huckleberry, Current layout

HUCKLEBERRY HILL ELEMENTARY SCHOOL

3/25/2020

## EXISTING CONDITIONS PLAN 20/21 ACADEMIC YEAR



**CAPACITY**

22 K-4 GENERAL CLASSROOMS X 20 STUDENTS = 440 STUDENTS

2020-2021 ENROLLMENT = 461 STUDENTS

**CAPACITY SHORT FALL**

- 1 ADJ. COUNCILOR OFFICE
- 1 TECH OFFICE
- 1 READING TUTOR
- 1 TEACHER PLANNING
- 2 DLP ROOMS
- 3 SPED ROOMS (8 STUDENT CAPACITY)



1 EXISTING CONDITIONS AS OF 2020/2021 ACADEMIC YEAR  
1" = 20'-0"

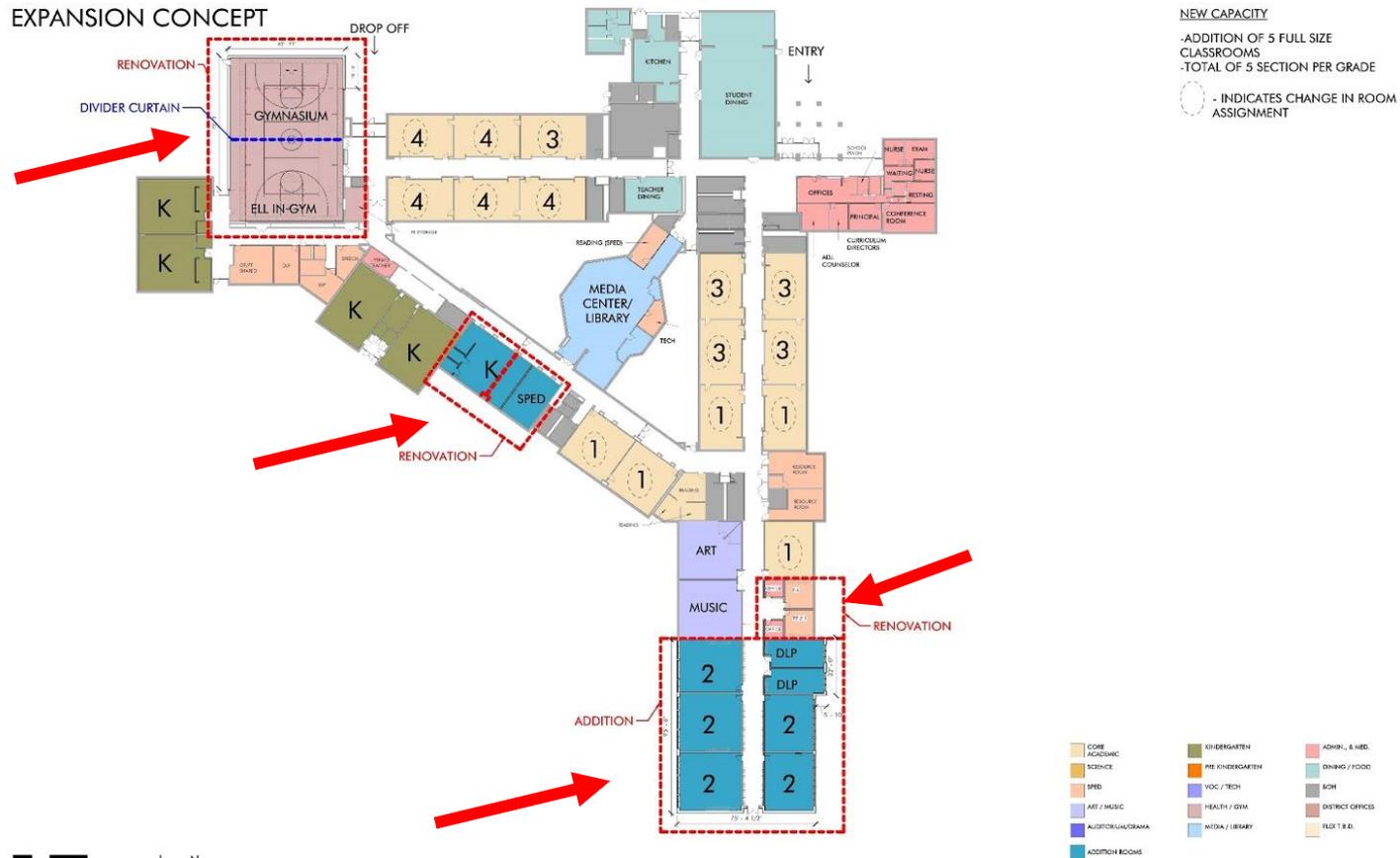
**TAPPÉ ARCHITECTS, INC.**  
Six Edgerly Place, Boston, MA 02116

# Schools, Huckleberry, Conceptual Expansion Plan

HUCKLEBERRY HILL ELEMENTARY SCHOOL

3/25/2020

## EXPANSION CONCEPT



FIRST FLOOR EXPANSION CONCEPT  
11-2020

# Schools, Huckleberry, Conceptual Massing Study



# Schools, Cost and Timeline

## Cost and Timeline

- ❑ The project could start as early as the Summer of 2021 and will be substantially completed by September of 2022.
- ❑ Cost for the project has been estimated at \$17 million which would be appropriated through a debt exclusion vote by the Lynnfield Community.

# Schools, Summary

- **Working at capacity in both elementary schools**
- **2020-2021 School Year-enrollment projections will use every viable teaching space**

# Schools, Options, Remarks (Back Up)

## Art on a Cart- or Satellite Location

- Putting art on a cart or removing it from a dedicated teaching space will jeopardize the integrity of the instruction by limiting the resources that can be used and projects that can be completed
- Comprehensive art instruction develops creativity and critical thinking which allows students to develop problem solving skills
- Comprehensive art instruction develops fine motor skills and visual-spatial skills

## Music on a Cart- or a Satellite Location

- Putting music on a cart or removing from a dedicated teaching space will jeopardize the integrity of the instruction by limiting the resources that can be used and projects that can be completed
- Comprehensive music instruction supports the development of the left side of the brain which processes language development
- Music helps to develop spatial intelligence which allows students to visualize how elements fit together, which is required in solving math problems

## Redistricting

- This is not a viable option due to the size of the town
  - The elementary schools are one mile apart
  - We can not predict the neighborhoods the students will move into

# Schools, Options, Remarks (Back Up)

## Additions to HHS and SSS

- Tappe provided preliminary feedback that constructing second floor additions is not practical on our sites
- Tappe provided preliminary feedback that modular construction is not economically viable for our district
- Tappe noted that our sites do allow for conventional additions and necessary site improvements to address ongoing campus issues
- Statement of Interest is being prepared by Administration to be submitted in April to Massachusetts School Board Association (MSBA)
- MSBA process is lengthy with no guarantee that funds will be available for Lynnfield
- The review process can take several years to complete with even more time for funds to be allocated

## Increased Class Size

- Compromise the integrity of teaching and learning
- Detrimental impact on student achievement
- Less individualized attention from the teacher
- More disruptive behavior in classroom
- Less opportunity for small group teaching
- Student participation in group discussion is diminished

# Schools, Options, Remarks (Back Up)

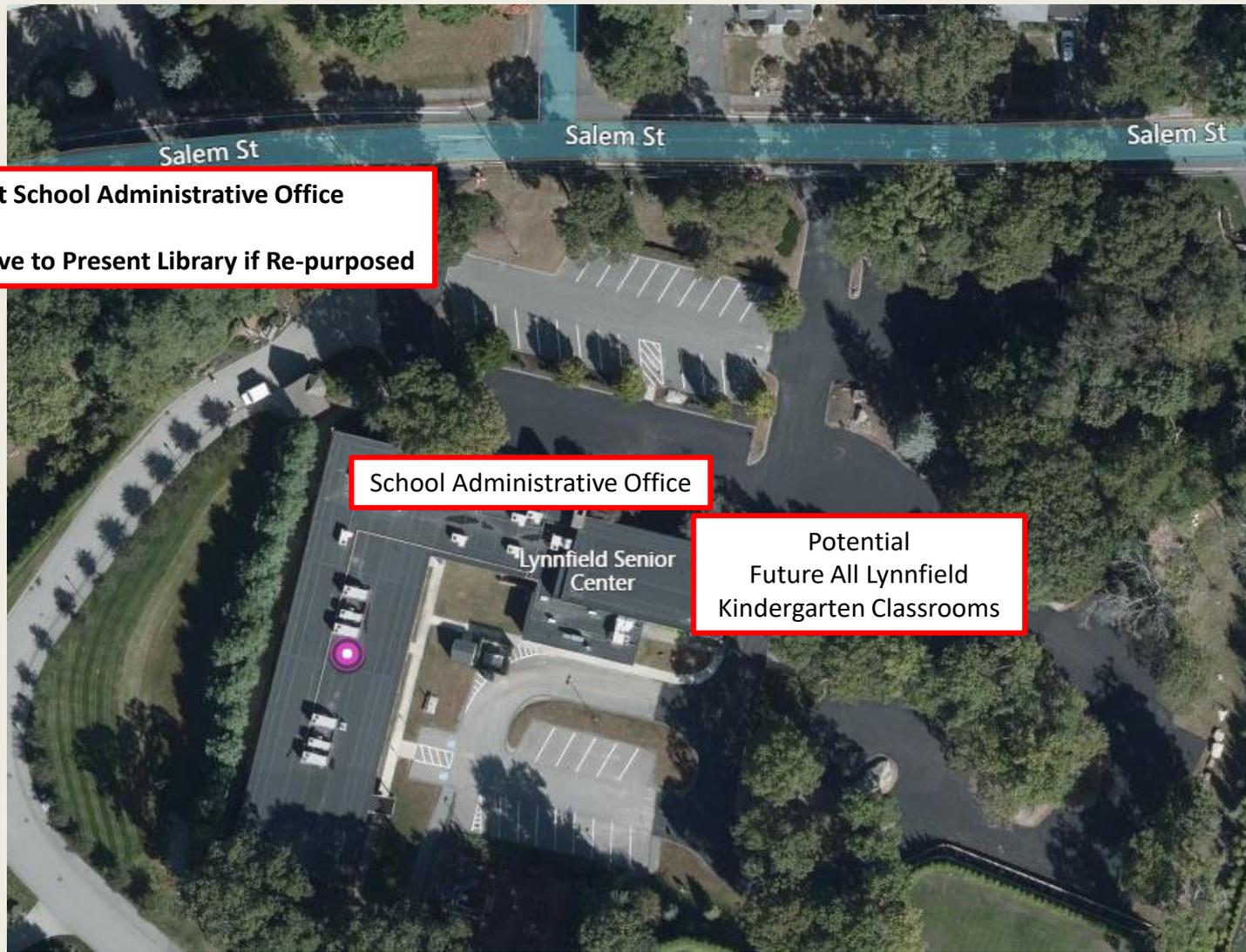
## Increased Class Size

- Negative educational impact of students and faculty
  - No viable space available in the town
  - Capital expenses
  - Expense to the operating budget
- 
- 1 FTE- Director
  - 1 FTE- Nurse
  - Additional personnel for:
    - Occupational Therapist, Physical Therapist and Speech-Language Pathologist

## Moving the Preschool Out Of SSS

- Negative educational impact of students and faculty
  - No viable space available in the town
  - Capital expenses
  - Expense to the operating budget
- 
- 1 FTE- Director
  - 1 FTE- Nurse
  - Additional personnel for:
    - Occupational Therapist, Physical Therapist and Speech-Language Pathologist

# Superintendent's Office Administration Office



**Current School Administrative Office**  
**Potential move to Present Library if Re-purposed**

**School Administrative Office**

**Potential  
Future All Lynnfield  
Kindergarten Classrooms**

# **Appendix C; Back Up Sides for Library**

# Library, Proposed New Location



# Library (Back Up)

## Review building of a new Library

Rob, slightly minimal confidence that library number is good. Need to bring in architect and challenge him. Don't want to pitch to town with the wrong number and then go looking for more. Estimate is dated, the 5% per year increase is not enough. Contribution from state is capped. Bring firm back in before us and have them update their costs.

- a. Location
- b. Added value with conf space (town's needs)
- c. Plans for old Library

Currently, Lynnfield Stand 11<sup>th</sup> on the States Library Build list

# Library (Back Up)

## Library Walk Thru Notes.

Discussion of current Library and potential new Library and costs.

### Notes:

- ❑ Committee did a walk through of library prior to meeting. Lynnfield will be up on list between 2022-2025. Current design they have is through 2020, will need to go before the town for money to have a newer, final design done. Started in basement, Fiction area. There is a sump pump in the closet, had been flooded downstairs before, affected by sewer. It is not staffed downstairs, there is no way to communicate if something were to happen. The boiler room is used by a DPW worker, and through his office space is an area that the Friends use to organize books. There are low pipes and not by any means an efficient space for them to use. The room right below the children's section has a dirt floor and rat traps.
- ❑ There is no meeting space in current library. They are not able to provide AARP Tax Prep as there is no meeting space with doors. When kids' events are scheduled, they have to use the adult area, and need to move tables, etc. to make space to accommodate the event.
- ❑ They will be getting mobile shelving for the kid's room. Are looking to order tables to replace the existing high tops. There is no way to separate the kids' space and be able to have both teen and smaller children's events going on at the same time. While touring, there was a father doing a drop-in Lego program with teens, and there were smaller kids trying to do other things at the same time – no way to deal with the noise.

# Library (Back Up)

## Library Walk Thru Notes.

- ❑ Staff workroom is not too bad. There are 5 employees in there, all had desks, the head librarian's office did not have a door. They keep media equipment in there
- ❑ Green Room – they hold staff meetings, Trustee Meetings, Friends of Library. Staff also use as a break room; the Historic Library binders are kept in there as well. There is no fire egress. They are looking in to getting a ladder to throw out the window if needed.
- ❑ Staff and patrons of library share the same bathroom

## Discussion of current Library and potential new Library and costs.

- ❑ Circulation office, behind the main desk. They not only work in this space but also use as an additional meeting space as well as the mail room.
- ❑ Genealogy Room – Essex Society works here on Wednesday's, working with people looking to research their ancestry. The collection is one of the best in the state, they are trying to get the information digitized This room is also used for students/tutors as this is the only spot in the library that is quiet.
- ❑ While touring, there was a seminar going on, they have to set up on top floor, use screens to block off area to give some privacy, but the sound travels, so anyone upstairs looking for quiet time is not going to have it. If having an adult program with more than 20 people, have to rent the Meeting House across the street. This results in having to pay a fee, and also transport items needed for meeting.

# Library (Back Up)

## Library Walk Thru Notes.

- ❑ There was a new window installed in front of building recently. Aside from that the last work done was in 1991 when Handicap Ramp was added.

The new proposal is for a single-story library with lots of storage in basement as well as meeting rooms  
Need to establish a plan, present to town

Rat infestation – basement – stone wall, dirt floor, under children's section. Lack of space to function as a community space.

# **Appendix D; Back Up Sides for Recreation**

# Recreation Commission Vision

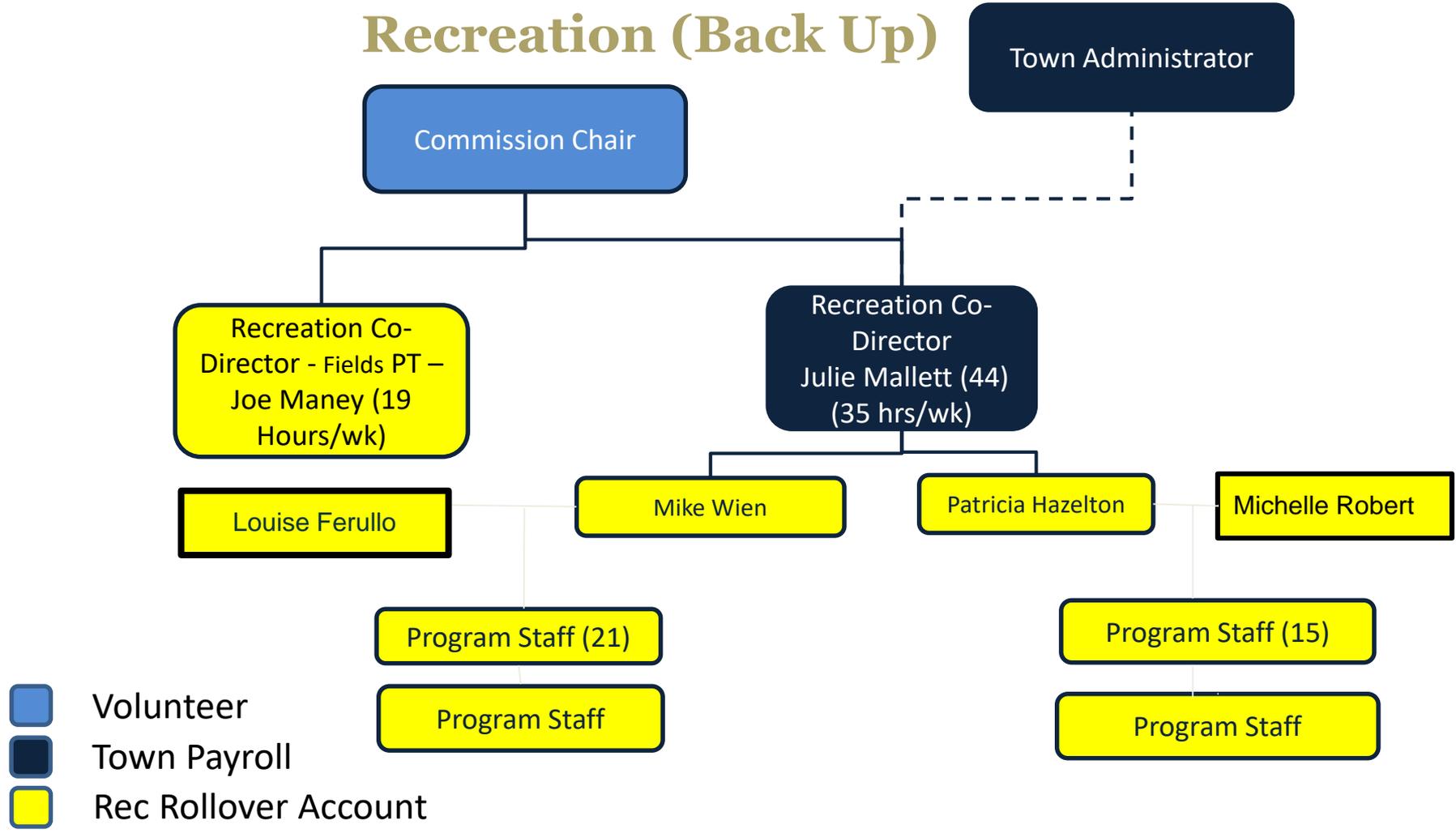


.Enrich lives of Lynnfield residents through abundant quality programs, events, fields and facilities.



# Lynnfield Rec Department Org Chart

## Recreation (Back Up)



## Recreation (Back Up)

- Rich Sjoberg – Chairman
- Michael Cuddy – Program Chair
- Patrick Mazzola – Fields Chair
- Frank Morelli – Treasurer
- Terri Farrell – Secretary
- Bob Relihan – Board Member
- Matt Monkiewicz – Board Member

# Rec Center Project Goals & objectives



1. Expand user-base for the Reedy Meadow property from limited number of Lynnfield golfers to a wider cross-section of residents that year for more amenities and green space.
2. Provide a much needed space to serve the recreation needs of the community to include:

Indoor Spaces		
<ul style="list-style-type: none"> <li>• Gymnasium(s)</li> <li>• Fitness Center</li> <li>• Fitness Studio</li> <li>• Meeting Rooms</li> <li>• Snack Bar</li> </ul>	<ul style="list-style-type: none"> <li>• Rock wall</li> <li>• Music Studio</li> <li>• Art Studio</li> <li>• Function Rooms</li> <li>• Performing Arts Space</li> </ul>	<ul style="list-style-type: none"> <li>• Meeting/Training Rooms</li> <li>• Gaming/Computer</li> <li>• Function Rooms</li> <li>• Art Studio</li> <li>• Rec Room/Teen Lounge</li> </ul>
Outdoor Spaces		
<ul style="list-style-type: none"> <li>• Basketball court(s)</li> <li>• Street Hockey/outdoor ice rink</li> <li>• Tether ball/four square courts</li> <li>• Baseball Field</li> </ul>	<ul style="list-style-type: none"> <li>• Multi-purpose unscheduled sports field</li> <li>• Playground</li> <li>• Shuffleboard</li> <li>• Swimming Pool (possibly)</li> </ul>	<ul style="list-style-type: none"> <li>• Dog Park</li> <li>• Walking Trails</li> <li>• Deck</li> <li>• Skate Park</li> </ul>

3. Create a fee system that makes the operation self-sustaining.
4. Utilize Friends of Lynnfield Recreation to supplement needs of the Rec Center and related programming.

# Development & Design



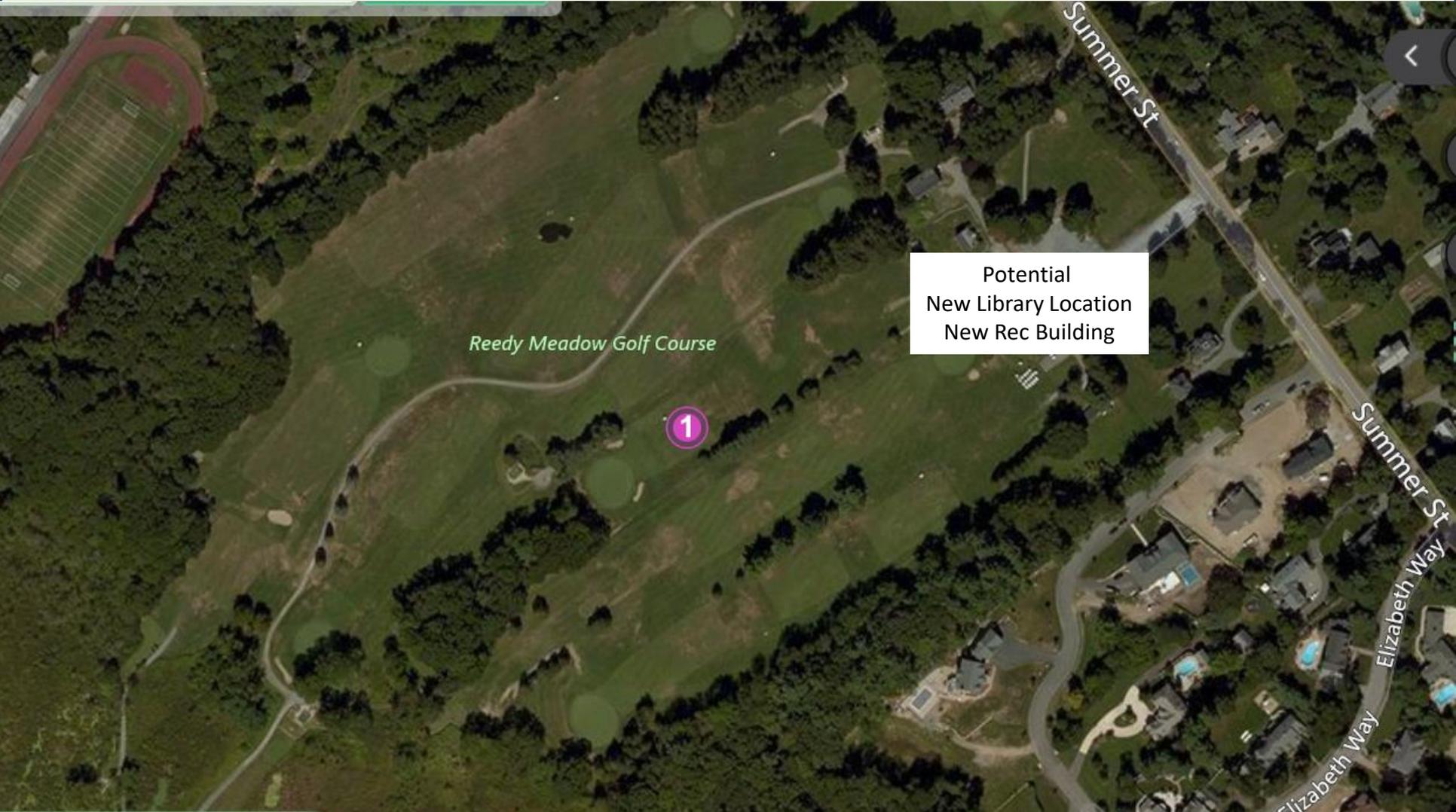
## 1. Development

- Evaluate entire Reedy Meadow Property and develop potential engineering layouts
- Consider selling of part of the property for development to help fund construction costs for rec center and outdoor spaces.
- Incorporate Library into site plan alternatives
- Tie in to potential rail trail to connect LMS and LHS to the site

## 2. Design Goals:

- Develop a Bring the outside in with the use of natural light and inside/out flexible space. Leverage open space by providing views from inside and outside spaces.
- Incorporate the existing on-site barn as visual anchor, to be primarily used as a function space (weddings, birthdays/anniversaries/showers, fundraisers, golf outings), with potential flex use for recreation programming (movie nights, stage performances, Rec Station rainy days)
- Include fully-functioning commercial kitchen for use in functions, concession stand and coffee shop, and cooking lessons/training
- Create 'Town Village' look and feel from the street/parking lot by incorporating the look & feel that exists in the town today.

# Proposed site (existing conditions)



Potential  
New Library Location  
New Rec Building

Reedy Meadow Golf Course

1

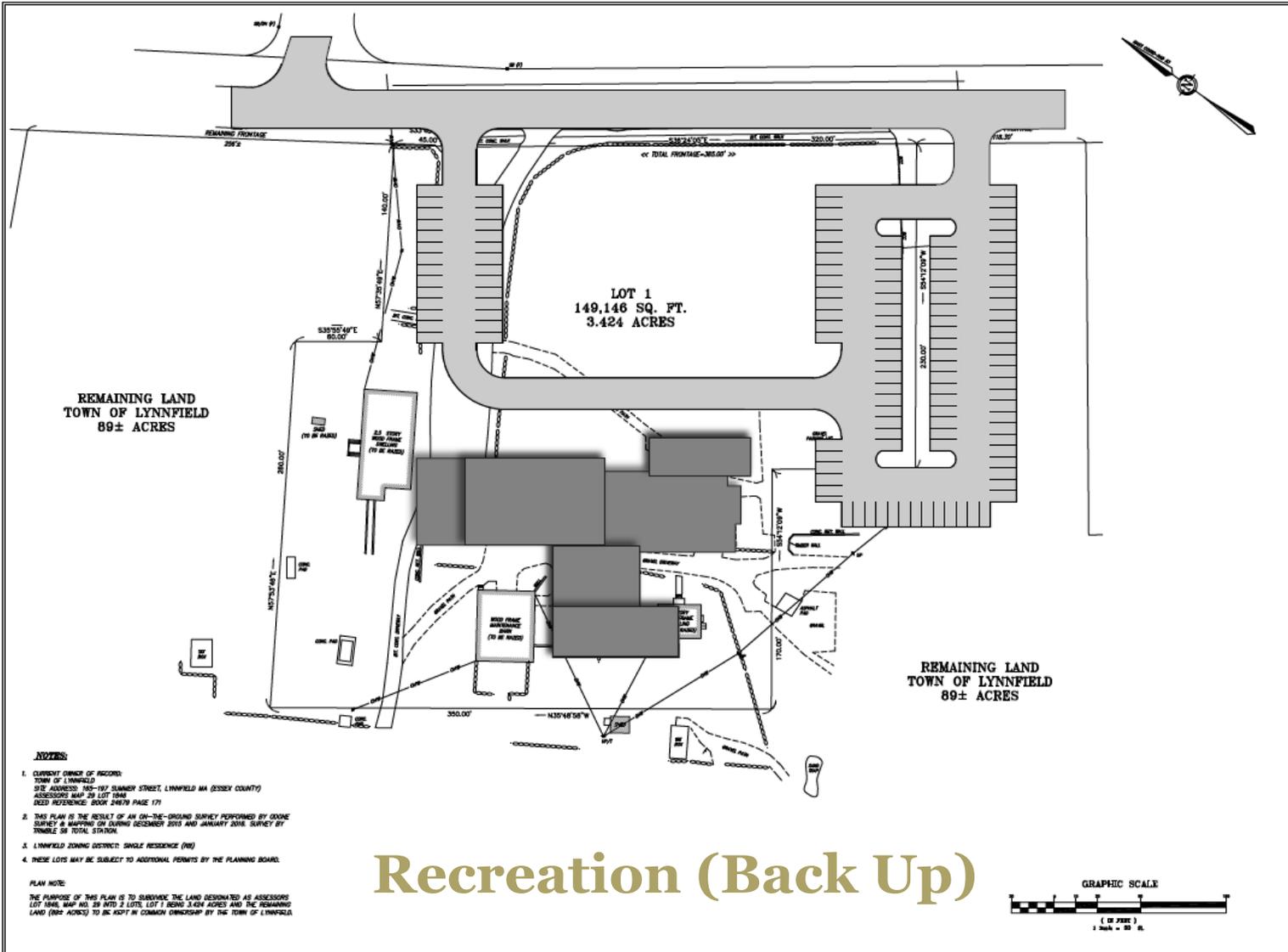
Summer St

Summer St

Elizabeth Way

Elizabeth Way

# Proposed Library site



## Recreation (Back Up)

# Next Steps



1. Learn what we have and what is possible
  1. Engage a Survey & Engineering firm to create an initial property survey of the Reedy Meadow Golf Course Lot (approximate property lines and topography) and develop conceptual layouts for redevelopment that conform with Town of Lynnfield regulations and meet the goals included in this presentation.
    - Approx. \$7,500\* (plus 20% contingency)
2. Create a vision
  1. Engage an architect to do a rough layout and elevation for illustration purposes to help communicate vision to town organizations, leaders and residents.
    - Approx. \$2,900\* (plus 20% contingency)

## Recreation (Back Up)

\*Based on proposals received.

# **Appendix E; Debt Exclusion and paying for It**

# Back Up Slide

Massachusetts Department of Revenue  
 Division of Local Services  
 Municipal Databank/Local Aid Section  
 Tax Impact Calculator

1. Where present, uncheck NULL boxes and enter values (no commas) to set min and max data ranges.
2. Report will always include all data, but will display only communities within set ranges.
3. Click "View Report" and scroll down to check report status.
4. To view or sort data, export to Excel.

Municipality:  Enter dollar amount:

1 of 1 Find | Next

### Property Tax Impact Calculator FY2020

The Tax Impact Calculator is intended to help local officials analyze the impact on the local tax rate from hypothetical changes to the budget, including Proposition 2 1/2 overrides, debt exclusions, and capital exclusions.

This calculator is effective for determining the impact of an expenditure based on current year data. In succeeding years, the results will vary with changes in a community's total assessed value, tax rate, and debt service structure.

Municipality:

Increase selected:

Total Levy: \$46,770,157

	Residential & Open Space	CIP
Current Tax Rates:	\$13.92	\$18.86
Levy Percentages:	81.6729%	18.3271%
New amounts raised:	-\$150,768	-\$33,832
Tax rate impact of expenditure amount:	(\$0.05)	(\$0.07)

Value range and tax bill impact:	Assessed Value (\$)	R&O tax bill impact (\$)	CIP tax bill impact (\$)
Average Single Family Residence:	650,487	-32.52	
	250,000	-12.50	-17.50
	350,000	-17.50	-24.50
	450,000	-22.50	-31.50
	550,000	-27.50	-38.50
	650,000	-32.50	-45.50
	750,000	-37.50	-52.50
	850,000	-42.50	-59.50
	950,000	-47.50	-66.50
	1,050,000	-52.50	-73.50
	1,150,000	-57.50	-80.50
	1,250,000	-62.50	-87.50

Drop in Debt Exclusion  
 2023  
 \$184,600.00 = -\$32.50

# Back Up Slide

Drop in Debt Exclusion  
2024  
\$629,188.00 = -\$123.50

Massachusetts Department of Revenue  
Division of Local Services  
Municipal Databank/Local Aid Section  
Tax Impact Calculator

1. Where present, uncheck NULL boxes and enter values (no commas) to set min and max data ranges.
2. Report will always include all data, but will display only communities within set ranges.
3. Click "View Report" and scroll down to check report status.
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[Close](#)

Municipality:  Enter dollar amount:

---

1 of 1 Find | Next

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Municipality:

Increase selected:

Total Levy: 548,770.157

	Residential & Open Space	CIP
Current Tax Rates:	\$13.92	\$18.86
Levy Percentages:	81.6729%	18.3271%
New amounts raised:	-\$513,676	-\$115,312
Tax rate impact of expenditure amount:	(\$0.19)	(\$0.25)

Value range and tax bill impact:	Assessed Value (\$)	R&O tax bill impact (\$)	CIP tax bill impact (\$)
Average Single Family Residence:	650,497	-123.59	
	250,000	-47.50	-62.50
	350,000	-66.50	-87.50
	450,000	-85.50	-112.50
	550,000	-104.50	-137.50
	650,000	-123.50	-182.50
	750,000	-142.50	-187.50
	850,000	-161.50	-212.50
	950,000	-180.50	-237.50
	1,050,000	-199.50	-262.50
	1,150,000	-218.50	-287.50
	1,250,000	-237.50	-312.50

# Back Up Slide

Massachusetts Department of Revenue  
 Division of Local Services  
 Municipal Databank/Local Aid Section  
 Tax Impact Calculator

1. Where present, uncheck NULL boxes and enter values (no commas) to set min and max data ranges.
2. Report will always include all data, but will display only communities within set ranges.
3. Click "View Report" and scroll down to check report status.
4. To view or sort data, export to Excel.

Drop in Debt Exclusion  
 2025  
 \$43,093.00 = -\$6.50

[Clear](#)

Municipality:  Enter dollar amount:

---

1 of 1 Find | Next

### Property Tax Impact Calculator FY2020

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This calculator is effective for determining the impact of an expenditure based on current year data. In succeeding years, the results will vary with changes in a community's total assessed value, tax rate, and debt service structure.

Municipality:

Increase selected:

Total Levy: \$46,770,157

	<u>Residential &amp; Open Space</u>	<u>CIP</u>
Current Tax Rates:	\$13.92	\$18.86
Levy Percentages:	81.6729%	10.3271%
New amounts raised:	-\$35,195	-\$7,898
Tax rate impact of expenditure amount:	(\$0.01)	(\$0.02)

Value range and tax bill impact:	<u>Assessed Value (\$)</u>	<u>R&amp;O tax bill impact (\$)</u>	<u>CIP tax bill impact (\$)</u>
Average Single Family Residence:	660,497	-6.50	
	250,000	-2.50	-5.00
	350,000	-3.50	-7.00
	450,000	-4.50	-9.00
	550,000	-5.50	-11.00
	650,000	-6.50	-13.00
	750,000	-7.50	-15.00
	850,000	-8.50	-17.00
	950,000	-9.50	-19.00
	1,050,000	-10.50	-21.00
	1,150,000	-11.50	-23.00
	1,250,000	-12.50	-25.00

# Back Up Slide

Massachusetts Department of Revenue  
 Division of Local Services  
 Municipal Databank/Local Aid Section  
 Tax Impact Calculator

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4. To view or sort data, export to Excel.

Drop in Debt Exclusion  
 2026  
 \$1,325,350.00 = -\$253.69

Municipality:  Enter dollar amount:

1 of 1 | Find | Next

### Property Tax Impact Calculator FY2020

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Municipality: Lynnfield  
 Increase selected: **-1,325,350**  
 Total Levy: \$46,770,157

	Residential & Open Space	CIP
Current Tax Rates:	\$13.92	\$16.86
Levy Percentages:	81.6729%	18.3271%
New amounts raised:	-\$1,082,452	-\$242,898
Tax rate impact of expenditure amount:	(\$0.39)	(\$0.53)

Value range and tax bill impact:	Assessed Value (\$)	R&O tax bill impact (\$)	CIP tax bill impact (\$)
<b>Average Single Family Residence:</b>	<b>650,497</b>	<b>-253.69</b>	
	250,000	-97.50	-132.50
	350,000	-136.50	-185.50
	450,000	-175.50	-238.50
	550,000	-214.50	-291.50
	650,000	-253.50	-344.50
	750,000	-292.50	-397.50
	850,000	-331.50	-450.50
	950,000	-370.50	-503.50
	1,050,000	-409.50	-556.50
	1,150,000	-448.50	-609.50
	1,250,000	-487.50	-662.50

# Back Up Slide

Massachusetts Department of Revenue  
 Division of Local Services  
 Municipal Databank/Local Aid Section  
 Tax Impact Calculator

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2. Report will always include all data, but will display only communities within set ranges.
3. Click "View Report" and scroll down to check report status.
4. To view or sort data, export to Excel.

Municipality:  Enter dollar amount:

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1 of 1 of 1 Find | Next

### Property Tax Impact Calculator FY2020

The Tax Impact Calculator is intended to help local officials analyze the impact on the local tax rate from hypothetical changes to the budget, including Proposition 2 1/2 overrides, debt exclusions, and capital exclusions.

This calculator is effective for determining the impact of an expenditure based on current year data. In succeeding years, the results will vary with changes in a community's total assessed value, tax rate, and debt service structure.

Municipality: Lynnfield  
 Increase selected: **-8,900**  
 Total Levy: \$46,770,157

	<u>Residential &amp; Open Space</u>	<u>CIP</u>
Current Tax Rates:	\$13.92	\$18.66
Levy Percentages:	81.6729%	18.3271%
New amounts raised:	-\$7,269	-\$1,631
Tax rate impact of expenditure amount:	\$0.00	\$0.00

Value range and tax bill impact:	<u>Assessed Value (\$)</u>	<u>R&amp;O tax bill impact (\$)</u>	<u>CIP tax bill impact (\$)</u>
Average Single Family Residence:	650,497	0.00	
	250,000	00	00
	350,000	00	00
	450,000	00	00
	550,000	00	00
	<b>650,000</b>	<b>00</b>	<b>00</b>
	750,000	00	00
	850,000	00	00
	950,000	00	00
	1,050,000	00	00
	1,150,000	00	00
	1,250,000	00	00

Drop in Debt Exclusion  
 2027

\$8,900.00 = **-\$0.0**

# Back Up Slide

## 2012 thru 2024

TOWN OF LYNNFIELD													
Debt Requirements													
General Fund	Purpose	2021 Principal	2021 Interest	2021 Total	2022 Principal	2022 Interest	2022 Total	2023 Principal	2023 Interest	2023 Total	2024 Principal	2024 Interest	2024 Total
<b>Excludable</b>	12.435 GOB Refund Schl Bonds 2/28/13	1,260,000.00	143,375.00	1,403,375.00	1,245,000.00	93,275.00	1,338,275.00	1,130,000.00	45,775.00	1,175,775.00	540,000.00	17,437.50	557,437.50
	2.565 GOB H.S. Addition 6/20/13	130,000.00	50,118.76	180,118.76	130,000.00	46,218.76	176,218.76	130,000.00	42,318.76	172,318.76	130,000.00	38,418.76	168,418.76
	3.667 GOB Refund Golf 6/4/2020	711,900.00	111,520.69	823,420.69	704,000.00	124,355.00	828,355.00	721,000.00	89,155.00	810,155.00	750,100.00	53,105.00	803,205.00
	<b>Totals</b>	<b>2,101,900.00</b>	<b>305,014.45</b>	<b>2,406,914.45</b>	<b>2,079,000.00</b>	<b>263,848.76</b>	<b>2,342,848.76</b>	<b>1,981,000.00</b>	<b>177,248.76</b>	<b>2,158,248.76</b>	<b>1,420,100.00</b>	<b>108,961.26</b>	<b>1,529,061.26</b>

## 2012 thru 2024

TOWN OF LYNNFIELD															
Debt Requirements															
General Fund	Purpose	2025 Principal	2025 Interest	2025 Total	2026 Principal	2026 Interest	2026 Total	2027 Principal	2027 Interest	2027 Total	2028 Principal	2028 Interest	2028 Total	2029 Principal	2029 Interest
<b>Excludable</b>	12.435 GOB Refund Schl Bonds 2/28/13	520,000.00	5,850.00	525,850.00											
	2.565 GOB H.S. Addition 6/20/13	130,000.00	34,518.76	164,518.76	130,000.00	30,618.76	160,618.76	125,000.00	26,718.76	151,718.76	125,000.00	22,968.76	147,968.76	125,000.00	19,218.76
	3.667 GOB Refund Golf 6/4/2020	780,000.00	15,600.00	795,600.00											
	<b>Totals</b>	<b>1,430,000.00</b>	<b>55,968.76</b>	<b>1,485,968.76</b>	<b>130,000.00</b>	<b>30,618.76</b>	<b>160,618.76</b>	<b>125,000.00</b>	<b>26,718.76</b>	<b>151,718.76</b>	<b>125,000.00</b>	<b>22,968.76</b>	<b>147,968.76</b>	<b>125,000.00</b>	<b>19,218.76</b>

## 2030 thru 2033

TOWN OF LYNNFIELD											
Debt Requirements											
General Fund	Purpose	2030 Total	2031 Principal	2031 Interest	2031 Total	2032 Principal	2032 Interest	2032 Total	2033 Principal	2033 Interest	2033 Total
<b>Excludable</b>	12.435 GOB Refund Schl Bonds 2/28/13	-			-			-			-
	2.565 GOB H.S. Addition 6/20/13	140,468.76	125,000.00	11,718.76	136,718.76	125,000.00	7,812.50	132,812.50	125,000.00	3,906.26	128,906.26
	3.667 GOB Refund Golf 6/4/2020										
	<b>Totals</b>	<b>140,468.76</b>	<b>125,000.00</b>	<b>11,718.76</b>	<b>136,718.76</b>	<b>125,000.00</b>	<b>7,812.50</b>	<b>132,812.50</b>	<b>125,000.00</b>	<b>3,906.26</b>	<b>128,906.26</b>

# Back Up Slide, Library costs

Estimates Costs:  
13 Million Project  
20 Year Loan  
3%

## Debt Service Calculator

This calculator is provided by the Division of Local Services only as a guide to assist communities in projecting debt service. Refer to M.G.L. Ch. 44 s 7 (inside debt limit) and Ch. 44 s 8 (outside debt limit) to determine allowable borrowing terms for various financing purposes. Any premiums or costs of borrowing (i.e., legal or bond counsel fees) are not accounted for. We strongly advise municipalities to confirm borrowing conditions and calculations with the city or town treasurer and financial advisor.

1) Enter amount to be borrowed.

2) Enter borrowing conditions: Interest Rate (e.g., 3.5% as 3.5):   
Term (enter 5 or more):

3) Indicate ("x") payment type. Check both for comparisons.

Level Debt Service

Level Principal

### Projected annual payment

Level Debt Service	<input type="text" value="\$873,804"/>
Level Principal (Year One)	<input type="text"/>

### Projected total payments over term

	Principal & Interest	Interest only
Level Debt Service	<input type="text" value="\$17,476,084"/>	<input type="text" value="\$4,476,084"/>
Level Principal	<input type="text"/>	<input type="text"/>

Year	Level debt service (\$)
1	873,804
2	873,804
3	873,804
4	873,804
5	873,804
6	873,804
7	873,804
8	873,804
9	873,804
10	873,804
11	873,804
12	873,804
13	873,804
14	873,804
15	873,804
16	873,804
17	873,804
18	873,804
19	873,804
20	873,804

# Back Up Slide, Library costs

Massachusetts Department of Revenue  
 Division of Local Services  
 Municipal Databank/Local Aid Section  
 Tax Impact Calculator

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4. To view or sort data, export to Excel.

Close

Municipality:  Enter dollar amount:

1 of 1 Find | Next

### Property Tax Impact Calculator FY2020

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Municipality: Lynnfield  
 Increase selected: \$673,804  
 Total Levy: \$46,770,157

	Residential & Open Space	CIP
Current Tax Rates:	\$13.92	\$18.86
Levy Percentages:	81.6729%	18.3271%
New amounts raised:	\$713,861	\$160,143
Tax rate impact of expenditure amount:	\$0.26	\$0.35

Value range and tax bill impact:	Assessed Value (\$)	R&O tax bill impact (\$)	CIP tax bill impact (\$)
Average Single Family Residence:	650,497	169.13	
	250,000	65.00	87.50
	350,000	91.00	122.50
	450,000	117.00	157.50
	550,000	143.00	192.50
	650,000	169.00	227.50
	750,000	195.00	262.50
	850,000	221.00	297.50
	950,000	247.00	332.50
	1,050,000	273.00	367.50
	1,150,000	299.00	402.50
	1,250,000	325.00	437.50

Estimates Costs:  
 13 Million Project  
 20 Year Loan  
 Debt Exclusion  
 Costs per house  
 \$169.00

# Back Up Slide, Library costs

## Debt Service Calculator

This calculator is provided by the Division of Local Services only as a guide to assist communities in projecting debt service. Refer to M.G.L. Ch. 44 s.7 (inside debt limit) and Ch. 44 s.8 (outside debt limit) to determine allowable borrowing terms for various financing purposes. Any premiums or costs of borrowing (i.e., legal or bond counsel fees) are not accounted for. We strongly advise municipalities to confirm borrowing conditions and calculations with the city or town treasurer and financial advisor.

- 1) Enter amount to be borrowed.
- 2) Enter borrowing conditions:
 

Interest Rate (e.g., 3.5% as 3 5)	<input type="text" value="3.5000"/>
Term (enter 5 or more)	<input type="text" value="25"/>
- 3) Indicate ("x") payment type. Check both for comparisons.
 

Level Debt Service	<input checked="" type="checkbox"/>
Level Principal	<input type="checkbox"/>

### Projected annual payment

Level Debt Service	<input type="text" value="\$788,762"/>
Level Principal (Year One)	<input type="text"/>

### Projected total payments over term

	Principal & Interest	Interest only
Level Debt Service	<input type="text" value="\$19,719,062"/>	<input type="text" value="\$6,719,062"/>
Level Principal	<input type="text"/>	<input type="text"/>

Year	Level debt service (\$)
1	788,762
2	788,762
3	788,762
4	788,762
5	788,762
6	788,762
7	788,762
8	788,762
9	788,762
10	788,762
11	788,762
12	788,762
13	788,762
14	788,762
15	788,762
16	788,762
17	788,762
18	788,762
19	788,762
20	788,762

Year	Level debt service (\$)
21	788,762
22	788,762
23	788,762
24	788,762
25	788,762

Estimates Costs:  
13 Million Project  
25 Year Loan  
3.5%

# Back Up Slide, Library costs

Massachusetts Department of Revenue  
 Division of Local Services  
 Municipal Databank/Local Aid Section  
 Tax Impact Calculator

1. Where present, uncheck NULL boxes and enter values (no commas) to set min and max data ranges.
2. Report will always include all data, but will display only communities within set ranges.
3. Click "View Report" and scroll down to check report status.
4. To view or sort data, export to Excel.

Estimates Costs:  
 13 Million Project  
 25 Year Loan  
 3.5%  
 Debt Exclusion  
 Costs per house  
 \$149.50

Municipality:  Enter dollar amount:

1 of 1 | Find | Next

### Property Tax Impact Calculator FY2020

The Tax Impact Calculator is intended to help local officials analyze the impact on the local tax rate from hypothetical changes to the budget, including Proposition 2 1/2 overrides, debt exclusions, and capital exclusions.

This calculator is effective for determining the impact of an expenditure based on current year data. In succeeding years, the results will vary with changes in a community's total assessed value, tax rate, and debt service structure.

Municipality: Lynnfield  
 Increase selected: \$788,762  
 Total Levy: \$46,770,157

	Residential & Open Space	CIP
Current Tax Rates:	\$13.92	\$18.86
Levy Percentages:	81.6729%	18.3271%
New amounts raised:	\$644,205	\$144,557
Tax rate impact of expenditure amount:	\$0.23	\$0.32

Value range and tax bill impact:	Assessed Value (\$)	R/O tax bill impact (\$)	CIP tax bill impact (\$)
Average Single Family Residence:	650,497	149.61	
	250,000	57.50	80.00
	350,000	80.50	112.00
	450,000	103.50	144.00
	550,000	126.50	176.00
	650,000	149.50	208.00
	750,000	172.50	240.00
	850,000	195.50	272.00
	950,000	218.50	304.00
	1,050,000	241.50	336.00
	1,150,000	264.50	368.00
	1,250,000	287.50	400.00

# Back Up Slide, Public Safety costs

## Debt Service Calculator

This calculator is provided by the Division of Local Services only as a guide to assist communities in projecting debt service. Refer to M.G.L. Ch. 44 s.7 (inside debt limit) and Ch. 44 s.8 (outside debt limit) to determine allowable borrowing terms for various financing purposes. Any premiums or costs of borrowing (i.e., legal or bond counsel fees) are not accounted for. We strongly advise municipalities to confirm borrowing conditions and calculations with the city or town treasurer and financial advisor.

1) Enter amount to be borrowed.

2) Enter borrowing conditions: Interest Rate (e.g., 3.5% as 3.5)   
 Term ( enter 5 or more)

3) Indicate ("x") payment type. Check both for comparisons.

Level Debt Service

Level Principal

### Projected annual payment

Level Debt Service	\$3,024,707
Level Principal (Year One)	

### Projected total payments over term.

	Principal & Interest	Interest only
Level Debt Service	\$60,494,137	\$15,494,137
Level Principal		

Year	Level debt service (\$)
1	3,024,707
2	3,024,707
3	3,024,707
4	3,024,707
5	3,024,707
6	3,024,707
7	3,024,707
8	3,024,707
9	3,024,707
10	3,024,707
11	3,024,707
12	3,024,707
13	3,024,707
14	3,024,707
15	3,024,707
16	3,024,707
17	3,024,707
18	3,024,707
19	3,024,707
20	3,024,707

Estimates Costs:  
 45 Million Project  
 20 Year Loan  
 3%

# Back Up Slide, Public Safety costs

1. Where present, uncheck NULL boxes and enter values (no commas) to set min and max data ranges.
2. Report will always include all data, but will display only communities within set ranges.
3. Click "View Report" and scroll down to check report status.
4. To view or sort data, export to Excel.

Estimates Costs:  
 45 Million Project  
 20 Year Loan  
 3%  
 Debt Exclusion  
 Costs per house  
 \$585.00

Massachusetts Department of Revenue  
 Division of Local Services  
 Municipal Databank/Local Aid Section  
 Tax Impact Calculator

Municipality:  Enter dollar amount:

Property Tax Impact Calculator **FY2020**

The Tax Impact Calculator is intended to help local officials analyze the impact of the local tax rate from hypothetical changes to the budget, including Proposition 2 1/2 overrides, debt exclusions, and capital exclusions.

This calculator is effective for determining the impact of an expenditure based on current year data in succeeding years, the results will vary with changes in a community's total assessed value, tax rate, and debt service structure.

Municipality: Lynnfield  
 Increase selected: \$2,730,332  
 Total Levy: \$46,770,157

	Residential & Open Space	CIP
Current Tax Rates:	\$13.92	\$16.86
Levy Percentages:	81.6729%	18.3271%
New amounts raised:	\$2,229,841	\$500,391
Tax rate impact of expenditure amount:	\$0.51	\$1.10

Value range and tax bill impact:	Assessed Value (\$)	R&O tax bill impact (\$)	CIP tax bill impact (\$)
Average Single Family Residence:	650,497	526.90	
	250,000	202.50	275.00
	350,000	283.50	385.00
	450,000	364.50	495.00
	550,000	445.50	605.00
	650,000	526.50	715.00
	750,000	607.50	825.00
	850,000	688.50	935.00
	950,000	769.50	1,045.00
	1,050,000	850.50	1,155.00
	1,150,000	931.50	1,265.00
	1,250,000	1,012.50	1,375.00

# Back Up Slide, Public Safety costs

## Debt Service Calculator

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1) Enter amount to be borrowed.

2) Enter borrowing conditions: Interest Rate (e.g., 3.5% as 3.5):   
 Term (enter 5 or more):

3) Indicate ("x") payment type. Check both for comparisons.

Level Debt Service

Level Principal

### Projected annual payment

Level Debt Service

Level Principal (Year One)

### Projected total payments over term

	Principal & Interest	Interest only
Level Debt Service	<input type="text" value="\$68,258,290"/>	<input type="text" value="\$23,258,290"/>
Level Principal	<input type="text"/>	<input type="text"/>

Year	Level debt service (\$)
1	2,730,332
2	2,730,332
3	2,730,332
4	2,730,332
5	2,730,332
6	2,730,332
7	2,730,332
8	2,730,332
9	2,730,332
10	2,730,332
11	2,730,332
12	2,730,332
13	2,730,332
14	2,730,332
15	2,730,332
16	2,730,332
17	2,730,332
18	2,730,332
19	2,730,332
20	2,730,332

Year	Level debt service (\$)
21	2,730,332
22	2,730,332
23	2,730,332
24	2,730,332
25	2,730,332

Estimates Costs:  
 45 Million Project  
 25 Year Loan  
 3.5%

# Back Up Slide, Public Safety costs

Massachusetts Department of Revenue  
 Division of Local Services  
 Municipal Databank/Local Aid Section  
 Tax Impact Calculator

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3. Click "View Report" and scroll down to check report status.
4. To view or sort data, export to Excel.

Estimates Costs:  
 45 Million Project  
 25 Year Loan  
 3.5%  
 Debt Exclusion  
 Costs per house  
 \$526.50

Municipality:  Enter dollar amount:

1 of 1 Find | Next

### Property Tax Impact Calculator FY2020

The Tax Impact Calculator is intended to help local officials analyze the impact on the local tax rate from hypothetical changes to the budget, including Proposition 2 1/2 overrides, debt exclusions, and capital exclusions.

This calculator is effective for determining the impact of an expenditure based on current year data in succeeding years, the results will vary with changes in a community's total assessed value, tax rate, and debt service structure.

Municipality: Lynnfield  
 Increase selected: \$3,024,707  
 Total Levy: \$46,770,157

	Residential & Open Space	CIP
Current Tax Rates:	\$13.92	\$18.86
Levy Percentages:	61.6728%	18.3271%
New amounts raised:	\$2,470,366	\$554,341
Tax rate impact of expenditure amount:	\$0.90	\$1.22

Value range and tax bill impact:	Assessed Value (\$)	RRO tax bill impact (\$)	CIP tax bill impact (\$)
Average Single Family Residence:	650,497	585.46	
	250,000	225.00	305.00
	350,000	315.00	427.00
	450,000	405.00	549.00
	550,000	495.00	671.00
	650,000	585.00	793.00
	750,000	675.00	915.00
	850,000	765.00	1,037.00
	950,000	855.00	1,159.00
	1,050,000	945.00	1,281.00
	1,150,000	1,035.00	1,403.00
	1,250,000	1,125.00	1,525.00

# Back Up Slide, Schools costs

## Debt Service Calculator

This calculator is provided by the Division of Local Services only as a guide to assist communities in projecting debt service. Refer to M.G.L. Ch. 44 s.7 (inside debt limit) and Ch. 44 s.8 (outside debt limit) to determine allowable borrowing terms for various financing purposes. Any premiums or costs of borrowing (i.e., legal or bond counsel fees) are not accounted for. We strongly advise municipalities to confirm borrowing conditions and calculations with the city or town treasurer and financial advisor.

1) Enter amount to be borrowed.

2) Enter borrowing conditions: Interest Rate (e.g., 3.5% as 3.5):   
 Term (enter 5 or more):

3) Indicate ("x") payment type. Check both for comparisons.

Level Debt Service

Level Principal

### Projected annual payment

Level Debt Service	<input type="text" value="\$1,075,451"/>
Level Principal (Year One)	<input type="text"/>

### Projected total payments over term

	Principal & Interest	Interest only
Level Debt Service	<input type="text" value="\$21,509,026"/>	<input type="text" value="\$5,509,026"/>
Level Principal	<input type="text"/>	<input type="text"/>

Year	Level debt service (\$)
1	1,075,451
2	1,075,451
3	1,075,451
4	1,075,451
5	1,075,451
6	1,075,451
7	1,075,451
8	1,075,451
9	1,075,451
10	1,075,451
11	1,075,451
12	1,075,451
13	1,075,451
14	1,075,451
15	1,075,451
16	1,075,451
17	1,075,451
18	1,075,451
19	1,075,451
20	1,075,451

Estimates Costs:  
 16 Million Project  
 20 Year Loan  
 3%

# Back Up Slide, Schools costs

Massachusetts Department of Revenue  
 Division of Local Services  
 Municipal Databank/Local Aid Section  
 Tax Impact Calculator

1. Where present, uncheck NULL boxes and enter values (no commas) to set min and max data ranges.
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3. Click "View Report" and scroll down to check report status.
4. To view or sort data, export to Excel.

Estimates Costs:  
 16 Million Project  
 20 Year Loan  
 3%  
 Debt Exclusion  
 Costs per house  
 \$208.00

Municipality:  Enter dollar amount:

1 of 1 Find | Next

### Property Tax Impact Calculator FY2020

The Tax Impact Calculator is intended to help local officials analyze the impact on the local tax rate from hypothetical changes to the budget, including Proposition 2 1/2 overrides, debt exclusions, and capital exclusions.

This calculator is effective for determining the impact of an expenditure based on current year data. In succeeding years, the results will vary with changes in a community's total assessed value, tax rate, and debt service structure.

Municipality: Lynnfield  
 Increase selected: \$1,075,451  
 Total Levy: \$46,770,157

	Residential & Open Space	CIP
Current Tax Rates:	\$13.92	\$18.88
Levy Percentages:	81.8728%	18.3271%
New amounts raised:	\$878,352	\$197,099
Tax rate impact of expenditure amount:	\$0.32	\$0.43

Value range and tax bill impact:	Assessed Value (\$)	R&O tax bill impact (\$)	CIP tax bill impact (\$)
Average Single Family Residence:	650,497	208.16	
	250,000	80.00	107.50
	350,000	112.00	150.50
	450,000	144.00	193.50
	550,000	176.00	236.50
	650,000	208.00	279.50
	750,000	240.00	322.50
	850,000	272.00	365.50
	950,000	304.00	408.50
	1,050,000	336.00	451.50
	1,150,000	368.00	494.50
	1,250,000	400.00	537.50

# Back Up Slide, Schools costs

## Debt Service Calculator

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- 1) Enter amount to be borrowed.
- 2) Enter borrowing conditions:
 

Interest Rate (e.g., 3.5% as 3.5):	<input type="text" value="3.5000"/>
Term (enter 5 or more)	<input type="text" value="25"/>
- 3) Indicate ("x") payment type. Check both for comparisons.
 

Level Debt Service	<input checked="" type="checkbox"/>
Level Principal	<input type="checkbox"/>

### Projected annual payment

Level Debt Service	<input type="text" value="\$970,785"/>
Level Principal (Year One)	<input type="text"/>

### Projected total payments over term

	Principal & Interest	Interest only
Level Debt Service	<input type="text" value="\$24,269,614"/>	<input type="text" value="\$8,269,614"/>
Level Principal	<input type="text"/>	<input type="text"/>

Year	Level debt service (\$)
1	970,785
2	970,785
3	970,785
4	970,785
5	970,785
6	970,785
7	970,785
8	970,785
9	970,785
10	970,785
11	970,785
12	970,785
13	970,785
14	970,785
15	970,785
16	970,785
17	970,785
18	970,785
19	970,785
20	970,785

Year	Level debt service (\$)
21	970,785
22	970,785
23	970,785
24	970,785
25	970,785

Estimates Costs:  
16 Million Project  
25 Year Loan  
3.5%

# Back Up Slide, Schools costs

Estimates Costs:  
 16 Million Project  
 25 Year Loan  
 3.5%  
 Debt Exclusion  
 Costs per house  
 \$188.50

Massachusetts Department of Revenue  
 Division of Local Services  
 Municipal Databank/Local Aid Section  
 Tax Impact Calculator

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3. Click "View Report" and scroll down to check report status.
4. To view or sort data, export to Excel.

[Close](#)

Municipality:  Enter dollar amount:

1 of 1 Find | Next

### Property Tax Impact Calculator FY2020

The Tax Impact Calculator is intended to help local officials analyze the impact on the local tax rate from hypothetical changes to the budget, including Proposition 2 1/2 overrides, debt exclusions, and capital exclusions.

This calculator is effective for determining the impact of an expenditure based on current year data. In succeeding years, the results will vary with changes in a community's total assessed value, tax rate, and debt service structure.

Municipality: Lynnfield  
 Increase selected: \$970,785  
 Total Levy: \$46,770,157

	Residential & Open Space	CIP
Current Tax Rates:	\$13.92	\$18.86
Levy Percentages:	81.6729%	18.3271%
New amounts raised:	\$792,868	\$177,917
Tax rate impact of expenditure amount:	\$0.29	\$0.39

Value range and tax bill impact:	Assessed Value (\$)	R&O tax bill impact (\$)	CIP tax bill impact (\$)
Average Single Family Residence:	650,497	188.84	
	250,000	72.50	97.50
	350,000	101.50	136.50
	450,000	130.50	175.50
	550,000	159.50	214.50
	650,000	188.50	253.50
	750,000	217.50	292.50
	850,000	246.50	331.50
	950,000	275.50	370.50
	1,050,000	304.50	409.50
	1,150,000	333.50	448.50
	1,250,000	362.50	487.50

# Review of Impact on Debt Exclusion after 2022 thru 2027

- Review impact of Dept after year 2025, impact on future Strategic Goal
- Discussion on both the Recreation Department Proposal and the New Library Proposal Land Survey Requirement
- Recommendations to the Town Planner of Feasibility Studies

Vote approved for Feasibility study by committee. Dave proposed a motion to spend the \$40,000 in budget for feasibility studies to be spent on schools and Public Safety building, Lauren seconded.

- Graphic here depicting the taxes on a \$650,000.00 House, and the debt exclusion ends in 2025 for both the Golf Course and the Middle School loans.

# **Appendix F; Phase II**

## Establishing Priorities [Approved by Town Administrator]

### Lynnfield Strategic Plan Goals

Goal #	Description	Priority		
		1	2	3
1.	Renew and finance critical town infrastructure	x		
2.	Increase Participation in Town Government			x
3.	Maintain and develop a strong business community		x	
4.	Improve the health of and access to Lynnfield Natural Beauty and Resources; Increase the amount of protected land in Lynnfield (A and B)		x	
5.	Expand the range of recreational opportunities and assets		x	
6.	Cemeteries Plans to meet the towns needs for the next 40 years	x		
7.	Out-Sourcing			x

The Committee has followed this well, and have had committed support from the Town Planner

## Goal #1 Renew and Finance Critical Town Infrastructure

Priority 1

- Public Safety Building (1A)
- Education System Infrastructure (1A)
- Lynnfield Water District (1B)**
- Town Hall Improvements (1B)**
- Build a new Library (1A)  
Repurpose Old Library as own Town Administration Offices, or School Admirative Offices
- Cemetery (1B)**

### From Our Current List (Priorities 2 and 3)

- Increase Participation in Town Government 3
- Maintain and develop a strong business community 2
- Improve the health of and access to Lynnfield Natural Beauty and Resources; Increase the amount of protected land in Lynnfield 2
- Expand the range of recreational opportunities and assets 2
- Cemeteries Plans to meet the towns needs for the next 40 years 1
- Out-Sourcing 3

### New Issues Identified from Inaugural Meeting

- Repair / Build new Sidewalks
- Roadway infrastructure (Summer Street, in conjunction with new water pipe-line). Transportation Improvement Program, 7-9 years
- Future of Sagamore Golf Course
- Study of Richardson Green Property for a Land Conservation Project

Phase II will have Priorities 2 and 3 addressed as well as new emerging issues and planning will begin immediately after Phase 1 briefed to the town

## Goal #4

## Future of Sagamore Golf Course

Priority: (we don't know Yet)

- Development of the Sagamore Golf Course (possible)
  - New Housing Development
    - Increase tax revenue at an estimates 1.2 million dollars a year
  - Housing, elderly
  - Business
  - Conservation land
- Affects on School System, Water, Roadway



## Goal #4 Health of Lynnfield Natural Resources; Protected Land in Lynnfield Priority 2

- ❑ Maintaining Lynnfield's mystic, beauty, and open spaces
- ❑ Develop Stronger Relationships with Local Conservation Groups - MECT collaboration with SPC/ Open Space Committee
- ❑ Increase Protected Land in Lynnfield - The Town coordinated on the acquisition Sagamore Golf Course. The Town approved CPA funds to help with the acquisition.
- ❑ Increase Protected Land in Lynnfield - The Board of Selectmen, Board of Assessors, Open Space Committee, and Conservation Committee are presently working to
  - a) better manage Town property that is already in conservation status (perhaps with help from a local management organization)
  - b) possibly put other tax-tile parcels into a conservation status under the Selectmen, again, with management assistance from a local land management organization. Work cannot begin in earnest until the Board of Assessors completes adjustments to parcel ownership, locations, and boundaries.



## Goal #1 Renew and Finance Critical Town Infrastructure (Town Hall)

### Priority 1B

- ❑ Town Hall Improvements (D). Build a new Town Hall or make renovations that are needed to meet the needs of a Town Staff and Offices.



## Phase II Water

## Priority 1B

- ❑ Lynnfield Water District; replacing old water system components (complaints about the water system and its reliability); Augment Water District with State Water System (Reliability of Ipswich River Basin, and what to expect in the next 5-10 years as far as reliability). Do we get augmentation from Massachusetts Water Resources Authority (MWRA)



Have conditions remained the same, or worse in the past six years

➤ The Norm verse the exception:

The Lynnfield Center Water District has a water use restriction in force for periods that have reached six months, every year. The use of sprinklers, watering devices, or in-ground irrigation systems is restricted to even numbered calendar days between the hours of 5 PM and 9 PM, or No outdoor use at all. Use of a hand held hose with an attached nozzle is permitted at any time in some cases. When drought condition or water emergencies exist, additional restrictions are announced and imposed to further restrict the outside use of water. Such restrictions include hand-held watering only or a total ban on outside water use. As the district must impose this regulation, violators will be fined

## Goal #4 Health of Lynnfield Natural Resources; Protected Land in Lynnfield Priority 2

- ❑ Maintaining Lynnfield's mystic, beauty, and open spaces
- ❑ Develop Stronger Relationships with Local Conservation Groups - MECT collaboration with SPC/ Open Space Committee
- ❑ Increase Protected Land in Lynnfield - The Town coordinated on the acquisition Sagamore Golf Course. The Town approved CPA funds to help with the acquisition.
- ❑ Increase Protected Land in Lynnfield - The Board of Selectmen, Board of Assessors, Open Space Committee, and Conservation Committee are presently working to
  - a) better manage Town property that is already in conservation status (perhaps with help from a local management organization)
  - b) possibly put other tax-tile parcels into a conservation status under the Selectmen, again, with management assistance from a local land management organization. Work cannot begin in earnest until the Board of Assessors completes adjustments to parcel ownership, locations, and boundaries.



## Goal #6

## Town Cemetery Expansion

## Priority 1B

- Currently, the Town's cemeteries are almost out of space, and there is no set regulations as to obtaining burial plots.
- Plots can be purchased at any time, not just at time of death, and can be purchased by residence not from Lynnfield.
- What obligations do we owe residence of Lynnfield to ensure they will have a burial location when needed.

# Average Home Price, Lynnfield, 650k

