

**Coppens Square  
Committee/Design Meeting #1  
Date: November 21, 2015**

Attending: Ed Cook, Chairperson, Friends of Coppens Square (EC) (FOCS)  
Clara Batchelor, CBA Landscape Architects LLC  
Megan Tomkins, CBA Landscape Architects LLC  
Chantal Harris, The Browne Fund, COB  
Friends of Coppens Square Committee – see sign in sheet

1. Meeting started off with Ed Cook updating the group on his meeting with the Dorchester Historical Society. EC approached the DHS as a possible financial umbrella organization for the FOCS fundraising. Ed followed this update by saying he had plans to meet with a lawyer about incorporating the FOCS to protect any fundraising efforts. Jeff mentioned that he had experience incorporating not-for-profits and could meet with EC about the process. EC has also approached a couple of local development projects about their contributing some set aside community funds to the Coppens Square project. EC also mentioned that he has set up a meeting with Joyce Linehan at the mayors office to discuss city sources of funding for the project. The FOCS have determined that the goal project construction budget is approximately \$1M.
2. CBA presented their power point starting with site analysis. Previous water service to the site was discussed. BWSC is still trying to obtain records or field verification of what water lines exist at the site. CBA will continue to communicate with BWSC. Once CBA began discussing the preliminary schematic design portion of the project, it became clear that the members of the committee was not all on the same page about the project being a straightforward historic restoration of the fountain, as the RFP had presented and as CBA had discussed with EC.
3. The below items were discussed:
  - o Lighting should be considered
  - o If the feature is a fountain, should it be a historic fountain, or contemporary, or interactive?
  - o Should the feature be a fountain or sculpture?
  - o Environmental responsibility (low water use, etc) should be a priority
  - o Safety of a water feature (legal standing water level) should be a priority
  - o Should the feature location be changed? Does it make sense to move the existing granite?
4. The FOCS committee decided that they should hold an internal meeting in December to refine their vision. 5. The FOCS decided that they will hold a “public” meeting (a meeting inviting many member of the represented civic and neighborhood groups) in January to decide whether the feature is to be:

- a fountain or sculpture
  - historic or contemporary
6. The FOCS will then have a meeting in February to discuss location of the feature, and potentially another meeting after that to review CBA's final plan.
7. The FOCS would like to have a a masterplan ready to submit to the Browne Fund to obtain funding for further development of the project by the Browne Fund's March 15, 2017 deadline. Concern was expressed that the time line is too tight to meet this deadline. CBA thought that if the meetings were on or about the following dates that the deadline could be met.
- a. Early to Mid January – Meeting to decide the type of object, i.e., fountain or sculpture; historic or contemporary..
  - b. Early to Mid February – Meeting to decide the location of the object.
  - c. Late Feb to Early March – Meeting to present the Schematic Plan and cost estimate.

EC will set up meeting dates and times. CBA is not available on the following dates: the week of January 9<sup>th</sup>, January 17, 29, 23, 26. February 6, 8, and 13.

End of notes.

Notes prepared by Megan Tomkins & Clara Batchelor