

# INVENTORY of LONG-RANGE PHYSICAL SPACE NEEDS

12.12.2017

## Criteria - principles or standards that building improvements should meet

Safe  
Accessible  
Mission driven

## UCM Space Needs

### 1. Religious Education Program (RE) - for all ages

**Primary needs:** Modify 1<sup>st</sup> floor traffic pattern and/or relocate preschool room so general traffic does not flow through this classroom.

**Other needs:** Adequate, coordinated meeting rooms for learning activities for different-aged children's groups, multi-generational activities, and adult classes/meetings. Need additional library-type, multi-use space dedicated to study and reflection, for congregants and staff

#### RE Current Conditions/Inadequacies

-Vestry stage is not currently used as classroom space, but large Vestry space is used by different RE classrooms.

-Traffic flow - minimize general traffic flow through preschool class room

-Noise - need attention and improvement throughout building, immediately and long range. Sound-carrying is an issue in Vestry and between it and Fireplace Room. Sound-proofing tiles in Vestry ceiling are old and may not be fireproof (pressed-tin ceiling underneath them).

-Noise can be a real issue anytime more than one space is being used at the same time. For example, you can't have a meeting in the Fireplace Room if the Vestry is being used for some kinds of event without significant noise disturbance. Upstairs, if there is a concert going on in the sanctuary, the back classrooms cannot be used or can only be used for very quiet events. Sound often carries over from the children's chapel into the classroom and vice versa.

-Children's Chapel is sufficiently big for preschool-5<sup>th</sup> graders to gather in a circle together; but it is sometimes cramped - for example during One-Room Schoolhouse.

-DRE needs to walk through Fireplace Room frequently during Sunday service

-Nursery is at capacity many Sunday mornings; 2 services will relieve pressure on this space

-2<sup>nd</sup> floor class rooms not accessible

-Preschool room is a throughway, unsafe for small children, needs to be an enclosed room

-Classrooms need built-in storage space for creative projects and uncluttered appearance; existing storage arrangements too small

-Classrooms and Vestry lack any or up-to-date technology for meetings (PowerPoint) or classes (movies for middle school curriculum)

-Our spaces are also not very well-equipped for interactive meetings requiring the use of wall space for note-taking, projection, etc.

-Classrooms and Vestry lack ability to manage sensory stimulation (noise, light, temperature)

### **Possible Changes/Improvements**

- Love to have library-type space dedicated to study and reflection, for congregants and staff
- Need better multi-media spaces for religious education programming and large community events - make it easier to show videos and movies, to connect to webinars or conference calls, etc.
- Large consolidated storage space for supplies and projects (stage area)
- Bell Tower Room changed to add window into Sanctuary and sound piped in - for families
  - with little ones or for other people with special needs
- Transform basement into usable space, perhaps a classroom or 2 or indoor sandbox
- Remove a couple pews up front for 'pray ground' - quiet play area for youngest members
  - with parents sitting on pews directly behind them so kids very quiet
- Need play spaces - out doors and indoors
  - For play elements for kids outside, start simply
  - For indoor play space, add live-streaming so parents can listen to church service while watching children
- Homey, cozy spaces for teen-agers and others to relax and engage with each other
- Additional classrooms, especially with up-to-date technology: Wifi, computers, projectors,
  - screens, speakers, etc.
- Co-location of ages: on one floor to promote interaction between classes
- Rip out insides and start over. Raise floor in Sanctuary and lower ceiling in vestry as much as allowed to put in another floor within space that is already heated
- Expand beyond existing footprint of building
- Use space in nearby buildings (NECI; former funeral home)
- Re-locate

## **2. Kitchen**

**Primary needs:** Kitchen upgrade to accommodate preparation of meals for significant size groups. Need adequate work areas and equipment for food preparation and cooking; for washing dishes and pots. Need adequate refrigeration and food storage, ventilation, and cleaning facilities. Need to reduce/eliminate general traffic through kitchen

### **Kitchen - Current Conditions/Inadequacies**

- Space inadequate for Community Lunch preparation and clean-up
- Space between counter tops and stove too narrow for cooks to work in
- Must go downstairs to basement for pantry, refrigerators, freezer. Carrying many and/or heavy items up and down the stairs is a challenge
- Traffic flow - minimize general traffic flow through kitchen work area
- Kitchen floor slippery when wet
- Poor ventilation

### **Possible Changes/Improvements**

- Proximity to vestry important
- Eliminate public traffic through kitchen
- Improve access and flow of people working in kitchen
- Separate work areas needed for different kitchen functions (food prep, cooking, cleaning, storage for pots & pans, dishes, food)
- Food prep - Better organized prep areas needed, dedicated prep sink, accessible hand-washing sink, more/wider counter top work spaces, easy to clean counter tops
- Cooking - Need modern, efficient, stainless steel kitchen appliances designed for preparing group meals: Ovens - bank of convection ovens, warming oven, Separate stove top with range hood, Walk-in freezer and refrigerator on kitchen level, Ice machine
- Cleaning - Improved washing facility for pots and pans, Improved/separate washing facility for dishes, Space for drop-off window and/or rolling carts to collect dirty dishes, adjusted sink height, Updated faucets that are easy to reach/use, Workable dish sprayer, Dishwasher (plus flatware washer), sanitizer, Mop sink, Floor drain
- Storage - Adequate, convenient, appropriate storage, Pots & pans (also knives, bowls, cutting boards, etc.), Dishes (plates, cups, glasses, flatware).
- Food storage - Better accessibility, Pantry, If a new back-of-the-building elevator is built to access the basement as well as the kitchen area, basement would be much more useful for kitchen storage. Storage in basement should be flood-proofed. Otherwise, move it to same floor as kitchen.
- Expand into preschool room
- Incorporate the stage area in the vestry as part of a completely redesigned kitchen facility
- Efficient entrance/exit doors
- Expand beyond existing footprint of building

### 3. **Add new offices, meeting rooms, etc. - new addition on north side of prior addition**

**Primary needs:** Offices are small, inefficient and inadequate for minister and staff needs. Additional meeting rooms also needed. Safety advantage to locating receptionist's office near entry door so staff can meet and greet visitors.

**Other needs:** Need to accommodate library, church archives, and additional RE rooms.

#### **Add new offices - Current Conditions/Inadequacies**

- Office spaces may not be efficiently or ideally located
  - Minister's Office too small for meetings and beside copier
  - Building Scheduling/Rental office too small, often too cold, safety concerns
  - Music room is size of a closet/bathroom
- Noise interference when all offices/spaces filled

#### **Possible Changes/Improvements**

- Designate room or space for historical archives and history "office."
- Highlight safety and security
- Rearrange existing space
- Convert nursery to office or meeting room
- Additional meeting space; Add flexible, convertible space for work stations and meetings

- Have staff access offices from lawn side of church
- Expand beyond existing footprint of building

#### 4. Sanctuary and 2<sup>nd</sup> floor - accessible to all people

**Primary needs:** Create single level connector between sanctuary and children's chapel (eliminating steps/barriers). Upgrade elevator and/or add new elevator. Add bathroom.

##### Sanctuary & 2nd floor Current Conditions/Inadequacies

- We walk through kitchen to get to 2<sup>nd</sup> floor
- Existing elevator is tricky to operate, not reliable; not up to current standards (e.g. cannot fit a powered, motorized wheelchair into it), and helpful only to access Sanctuary
- No way to access 2<sup>nd</sup> floor classrooms or Children's Chapel
- Bell tower room, chancel, choir/organ area not accessible
- Moving between Sanctuary and Children's Chapel involves many steps up/down from the chancel and organ despite the small 13" difference in elevation between the 2<sup>nd</sup> floor and the floor of the Sanctuary
- More seating needed for worship services;
- Alter sanctuary with accessible passage through to 2<sup>nd</sup> floor to allow more seating
- Would appreciate more visuals in the sanctuary - wall hangings or paintings or options for temporary hangings and other art work
- Because of the fixed pews, it is not an option to have significant movement around the sanctuary as part of worship. This creates barriers to the types of rituals we can incorporate into worship. The sanctuary as it is designed promotes the congregation as "listeners" with the focal point being the chancel and pulpit
- Acoustics of the sanctuary - while ideally designed for concerts - also means that certain noises (children talking or babies crying, people coughing or crumpling papers) become more grating on the ear and distracting in worship

##### Possible Changes/Improvements

- Move towards fuller connectivity in sanctuary (eventually being able to live stream worship or other events if we wanted)
- 2 worship services (to be piloted in January 2018)
- Could add window overlooking Sanctuary and sound system to Bell Tower Room for families with young children to attend worship, also relax
- Alcoves could be added (maybe overlooking river) as settings for relaxed conversation
- Merge with or buy Barre Universalist Church, offering one service in each place
- eliminate steps and 13" difference between floor in children's chapel and sanctuary floor
- Add new elevator to non-historic part of building to take people to 2<sup>nd</sup> floor and basement
- Conforming/more functional elevator would be bigger and not need to be staffed to be safe
- Expand beyond existing footprint of building

## 5. Convert heating system to wood pellets, add solar array, move to net zero energy use

**Primary needs:** Convert heating system to wood pellets. Add solar array. Move to net zero energy use.

### **NetZero and energy - Current Conditions/Inadequacies**

- Commitment/progress toward making UCM fossil fuel free and energy independent is aligned with Mission and values - “Protect the Earth our Home,” etc.
- Many projects done - like insulation, zoned heating, and new heat pump hot water heater
- Current electric demand modest
- Current heat systems use fuel oil and electricity
- Two current heating systems (hot water system for offices and back addition; hot air system for Vestry and Sanctuary). Both have multiple zones and both function adequately (with efficiency upgrades), but we must look ahead and plan for upgrades/replacement.
- Increasing needs for dehumidifying, cooling, fresh air circulation
- Replace old furnaces, ducts, and other equipment
- Reconsider heating zones in building, also use of chimneys

### **Possible Changes/Improvements**

- Contact VT Green Business program for site visit and evaluation
  - Review potential changes/improvements for conservation and sustainability
  - Buy for durability
- Install air-sourced cooling/heating pumps to efficiently provide cooling in summer and heating in fall, winter, spring except during coldest weather
  - Install advanced wood pellet boiler system to replace oil furnace(s) and support both current heat distribution systems - e.g., the hot water system serving offices/addition and the hot air system serving Sanctuary and Vestry
  - Install 20KW solar array on south side of roof to sustainably generate electricity for UCM and reduce building’s energy costs with “net metering

## 6. Vestry

**Brief summary:** Needs to be flexible, open space to accommodate multiple uses and groups up to 100.

### **Vestry - Current Conditions/Inadequacies**

Coat room is too small and crowded, though this may be alleviated with 2 worship services.

- Table storage under the stage is inconvenient and inadequate, as is the closet storage for the Alliance behind the stage.

### **Possible Changes/Improvements**

- More relaxing, comfortable space for conversation needed than the edge of the Vestry stage
- Kids need place to relax, too; Fireside Room has become their “tumbling space”

## 7. Basement

Convert basement area under the vestry into usable space

### **Basement - Current Conditions/Inadequacies**

- Dirt floor - rocks and silt from 1927 flood - under the main part of the church
- Furnaces and other equipment in basement vulnerable to flooding
- Air quality is not good, especially for kids
- Keep basement for storage; cannot imagine working in musty space with no windows

### **Possible changes/Improvements**

- Excavate, construct usable space for multiple church uses
- Add access to basement from front of building if/when replace front concrete steps w/granite
- Floodproof windows

## **8. Landscaping**

Landscaping can be included in discussions about changes to the building

### **Landscape - Current Conditions/Inadequacies**

### **Possible Changes/Improvements**

- Create playground; -Create river access -Outdoor worship space; Memorial Garden?