

**UNDERWOOD POOL PROJECT**  
Belmont, Massachusetts

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**BELMONT UNDERWOOD POOL BUILDING COMMITTEE**  
**MINUTES OF MEETING**

January 9, 2014

Belmont Town Hall – Conference Room 2

**Attending:**

**Underwood Pool Building Committee (UPBC)** – Anne Paulsen (Chair), Noreen Millane (Treasurer), Stephen Sala (Secretary & Permanent Building Committee member), David Kane (Recreation Commission Vice-chair), Ellen Schreiber, Joel Mooney (Permanent Building Committee member), James Smith (Historic Commission), Kristine Armstrong

**Also in attendance** – Peter Castanino (Director DPW and UPBC liaison), Gerald Boyle (Director of Facilities), Joel Bargmann (BH+A), Braden Drypolcher (KZLA), Chris Rotti (BH+A), Tom O’Neil (PCI), Deborah Marai (PCI), Robert Phillips (neighbor), Jacob Knowles (Belmont Energy Committee)

**Call to Order:** Anne Paulsen called the meeting to order at 7:32 p.m.

**1. Approve Minutes of Previous UPBC Meeting**

- 2 amendments to the 12/19/13 UPBC meeting minutes: (1) item 4, the UPBC vote on separate or single pool, David Kane (not David Kale) made the motion; and (2) item 4, the UPBC vote to move forward with the main bathhouse/entry on Cottage Street, David Kane (not David Kale) seconded the motion.
- Joel Mooney made a motion to approve the minutes from the 12/19/13 Building Committee meeting as amended; Noreen Millane seconded the motion. All committee members in attendance at the 12/19/13 Building Committee meeting voted in favor of approving the minutes.
- There is one amendment to the 12/27/13 UPBC meeting minutes: item 1 regarding the proposal to extend the Cottage Street sidewalk, the reference to “Verizon utility poles” is changed to read “utility poles”.
- Joel Mooney made a motion to approve the minutes from the 12/27/13 Building Committee meeting; Ellen Schreiber seconded the motion. All committee members in attendance at the 12/27/13 Building Committee meeting voted in favor of approving the minutes.

**2. Community & Stakeholder Outreach**

- **Planning Board**
  - Peter will provide progress drawings from this meeting to Jeffrey Wheeler tomorrow for an informal/non-full committee meeting review.
  - Chris Rotti verified that zoning bylaws are being taken into account.
  - BH+A will prepare response to Planning Board member questions.
- **Preparation for 1/16/2014 Public Meeting**
  - Chris Rotti said there will be:
    - ❖ Site plan including more resolved site lines and a planting analysis
    - ❖ Pool plan and bathhouse plans, which will focus on one option
    - ❖ Exterior building elevation renderings
    - ❖ Presentation will illustrate the team had heard and is addressing the concerns of the Community
  - Given the comments made tonight on the building elevations presented by BH+A, the Committee discussed what to present at the Public Meeting. It

was agreed that building elevations will be presented as schematic/in progress; it is important to show progress and get feedback. Anne Paulsen requested BH+A take the renderings shown tonight and address comments from the UPBC in preparation for the Public Meeting. UPBC agreed there needs to be an elevation from Cottage street side.

- **Board of Selectmen Meeting Monday 1/27/14 8:00 a.m.:** For the meeting with the Board of Selectman, will show what was presented at 1/16/14 Public Meeting plus changes incorporating comments from Public Meeting.
- **Schedule Meetings with Town Committees**
  - Historic Commission @ 7:30 p.m. for 1/14/14; BH+A and KLZA to attend. Joel Mooney will attend for UPBC.
  - Shade Tree: Tom Scarlata indicated we need a better sense of what is going on with the site plan before setting this up.
  - Energy Committee: Need further development of plan.
  - Traffic Advisory: To be set up in February
  - Health Department: Tom Scarlata will set up a meeting to review the plan
- **Schedule Meeting with Conservation Commissioner**
  - With a definitive direction coming out of tonight's meeting, BH+A will reach out to the Conservation Commission administrator to schedule a meeting.

### 3. Design

- **BH+A Presentation of Schematic Design Progress (handouts)**
  - Joel Bargmann discussed the overall existing site plan:
    - ❖ Relative to the stream and wetlands/riparian setbacks, disturb existing bathhouse footprint as little as possible and keep pool filter/chemicals as far away as possible
    - ❖ Rear of fenced in area of pool site should not go further than benches so as not to conflict with sledding
    - ❖ Maintain existing parking area on Cottage Street, look into creating drop off on Concord Avenue
    - ❖ Look at what should be done with trees on Cottage Street; this is a sensitive issue, but some species are invasive
    - ❖ Look at putting sidewalk in all along Cottage Street
  - Joel Bargmann discussed strategy when zoom in tighter to pool site:
    - ❖ New bathhouse needs to address the existing scale of residences along Cottage Street
    - ❖ Scheme shows one utility pole that will need to be moved, near bathhouse; pole that it is believed to feed bathhouse.
  - Joel Bargmann discussed proposed layout of the pool site; this is the scheme chosen by the Committee with discussed changes.
    - ❖ Bathhouse: broke up main bathhouse so there is space between 2 building areas, more open feel on Cottage Street.
    - ❖ Parking: there are 9 existing spaces; current scheme proposes to fill corner in so that restricts people from going up Cottage wrong way, but reduces number of spaces to 6
    - ❖ Pool: 2 pool scheme; added curves to zero depth entry/slide pool; curves not appropriate for lane/diving/training pool; 2 accessible entries at each pool; 1<sup>st</sup> pool has island, other has peninsula; variety of positions for lifeguards, keeps them alert.
  - Braden Drypolcher presented Cottage Street Existing Tree Assessment

- ❖ There are a lot of invasive Norway maples, some pin oaks and sugar maples; urban forest, needs to be managed and cleaned up; this is for safety, the health of the trees and to promote cleaner looking site.
- ❖ Presented plan of proposed trees to keep and remove; 7 total to remain; removing 30ish from 4" to 12" caliper.
- ❖ James Smith said this seemed to be an extreme version of required tree removal. Braden agreed they could review for additional trees to remain, adding that there are a few hickories and elms that could stay and be watched to see if their condition improves; small caliper Norway maples should be removed; some trees are intertwined in the existing fence that will be removed, and some trees are dying.
- ❖ Kristine Armstrong indicated a timeline would be helpful, and also how this is presented – make scale of trees clear so people understand it is mainly the smaller and unhealthy trees proposed for removal.
- Braden Drypolcher presented Site Circulation Concept Site Plans
  - ❖ One option – sidewalk along Cottage Street: In order to get a sidewalk all the way down Cottage Street, would need to extend right of way. This does not involve removing trees, just need ability to get sidewalk; it is an administrative issue. A sidewalk in a right of way does not need to be fully accessible, but one in the park would.
  - ❖ Other option – path through park: A very long path extending to the west edge of site then back to east side is required in order to be accessible.
  - ❖ Kristine Armstrong said it is important to have a continuous sidewalk to promote connection to the Wellington School parking lot.
  - ❖ Anne Paulsen asked what would need to be done to extend the right of way. Braden indicated that this may need to go to State legislature because it is parkland. BH+A will get pdf of Circulation Concept Plans to Joel Mooney bring to Town's counsel.
- Chris Rotti presented bathhouse plan layouts and elevation renderings.
  - ❖ Removed some of program from Cottage Street side and put in ancillary bathhouse; majority of changing and shower rooms now on west side.
  - ❖ Bathhouses are proposed to be 1 to 1-1/2 stories (depending on roof pitch) vs mainly 2 story houses across Cottage Street.
  - ❖ Main bathhouse is no longer a single building; opportunity to disengage end (filter/food area), create an exterior corridor between the two
  - ❖ Internal components of Cottage Street bathhouse are essentially same: main building has control area with adjacent first aid, changing areas and toilets; open-air area in between; smaller building has single toilet rooms, filter and food area.
  - ❖ Ancillary bathhouse has more changing and toilet rooms, lifeguard area, and storage. It is the largest structure on the site, but articulated into 3 distinct elements (one building envelope, use roofs for articulation). Allows for louvers; air circulation critical for bathhouse.
  - ❖ Chris Rotti presented elevation renderings of the bathhouses. The new plans break down the scale of the buildings, work with simple forms. 2 options were shown for main bathhouse at Cottage Street – same plan, 2 different roof articulation options. The goal is to reduce the amount of roof on Cottage Street, better for abutters.
- **Committee Discussion:**
  - Site

- ❖ Anne Paulsen spoke with the state representative about moving the MBTA bus stop at least in summer time. This is a very busy bus stop. This needs to be researched further.
- ❖ Anne Paulsen is concerned about people dropping off on Cottage Street. Angled parking and other improvement in existing lot will help prevent cars from coming up Cottage wrong way. Braden proposed that the corner of Concord Avenue and Cottage Street have a landscaped area to soften, make it attractive and promote that the drop off is on Concord Avenue. The Design team will explore.
- ❖ Parking issue
  - Anne Paulsen stressed the Committee should be firm that nothing is going to be done to the site to put in more parking.
  - Joel Mooney added that the project cannot disturb watershed with added impervious surfaces.
  - Ellen Schreiber said the use of the nearby Wellington School parking should be part of the parking discussion.
  - Noreen Millane inquired if there could be restrictions placed on the street parking on the other side of Concord Avenue since it fills up early in the day with commuters; Peter Castanino said this could be considered, there have already been discussion about making parking in the area more useful for local venues. Anne Paulsen said the Committee can pick up on this conversation later.
- ❖ Anne Paulsen said the existing paved walkway on the west side from Concord Avenue should be maintained, and the path across the north side outside the pool fence (what is the top of the culvert now) should be recreated. This needs to be studied.
- ❖ James Smith is concerned with the entry now on the east side of the site, the west of the site is under-utilized, lacks activity and will be vacant. He would consider flipping the pool plan. Others noted that the diving board is a major draw and it is on the west side, and that a good reason to keep it on the west side is to remove the noise from that activity away from Cottage Street. Chris Rotti added that the Conservation Commission will want to see nothing larger than the existing bathhouse footprint on that side because of the stream.
- Buildings
  - ❖ Noreen Millane expressed concern that the exterior of the buildings feels too institutional – no windows or articulation.
  - ❖ Kristin Armstrong expressed concern about the barn aesthetic. Barn doors are employed to help with scale of building. Chris Rotti said this is a contemporary way of looking at it, more asymmetry and smaller trim.
  - ❖ Anne Paulsen prefers that there be no blank walls.
  - ❖ James Smith appreciates the simple geometry and minimalist aesthetic; he likes the breakdown of the massing, it is a good way to resolve a bulky, difficult program. He recommended increasing shadow line and varying siding materials for articulation and to provide relief to elevation.
  - ❖ There was concern expressed about sufficient natural light. Current design uses a lot of clerestory and louvers to let in light. Joel Bargmann said he can send out pictures of bathhouse BH+A did in Herring Cove to show how bright it is on inside; need to be careful where use glass windows because buildings are closed up in winter, and also many

bathroom/changing spaces where traditional windows will not be used. Anne Paulsen asked BH+A to review the possible use of skylights/light tubes and for the 1/16/14 presentation to convey the use of natural light.

- ❖ BH+A will consider rotating or hinging buildings so not parallel to Cottage, more visibility for abutters.
  - ❖ Chris Rotti verified square footage has been maintained (not increased).
  - ❖ Buildings shown with shingles and standing seam metal roofs, but BH+A still investigating.
  - ❖ Anne Paulsen asked James Smith what might be the Historic Commission's response to this plan. James indicated that they would want building footprints and general proportions of buildings on site to be maintained. It was pointed out that the Plumbing Code requirements prevent this; pool is already smaller than existing, would have to at least halve the size of the pool in order to only need a building the size of the existing bathhouse. James understands the need for pool structure to be bigger, but the site is small and trying to incorporate a lot.
  - ❖ Joel Bargmann said the design tries to improve the Cottage Street side of the site – visually, and cut down sound. Anne Paulsen agrees, need to pay attention to Cottage Street façade.
- **Schematic Design Completion Schedule:** Tom O'Neil noted there is only a short time between now and delivery of Schematic Design and Estimates to the Board of Selectmen on 1/24/14. A lot needs to be accomplished in the next 2 weeks.
  - **Process and Timing for Estimates:**
    - BH+A is providing a schematic design cost estimate, and PCI is coordinating an independent schematic design cost estimate.
    - Tom O'Neil expressed concern that there is not enough information to provide an independent cost estimator, and there may not be enough time to coordinate a proper estimate.
    - Joel Bargmann said BH+A will have sufficient information on 1/17/14 for cost estimators to use. PCI and BH+A to coordinate a scope meeting with both estimators at BH+A next week. Estimates will be reconciled.
    - Reconciled estimates will be presented at the 1/23/14 UPBC meeting.
- 4. Schedule**
- PCI brought copies of the schedule; has not changed since last meeting
- 5. Budget**
- Deborah Marai and Noreen Millane scheduled a follow-up Total Project Budget coordination meeting on 1/16/14 before the Public Meeting at the Library.
- 6. Designer and OPM Contracts Status**
- As a reminder, Peter received the forms of contract for the Designer and OPM from Town counsel. Joel Mooney worked with Tom O'Neil and the Town Counsel to tighten up for this project.
  - Designer: Tom O'Neil reported that BH+A has seen hand written changes but has not seen final version; UPBC signed originals of the Designer's contract, OPM will deliver to BH+A for final review and signature
  - OPM: Tom O'Neil brought originals of the OPM contracts signed by Jennifer Pinck; UPBC signed the originals, which were distributed.
  - Pdf of proposals and contracts to PC, GB, NM, AP
- 7. Other Business**
- Jacob Knowles from the Belmont Energy Committee introduced himself as the unofficial liaison to this project. Jacob indicated there is value in looking into the

potential for this project to be zero net energy or as close as we can get. This needs to be figured out now before the design progresses too far.

- Jacob said that even a smaller project has environmental consequences; his vote for impact is on the energy side. Jacob offered to be available as a resource to work with the design team on baseline for energy consumption, then explore how to reduce it and how to offset it with alternative energy (photo voltaic array) at little or no additional costs.
- Kristine Armstrong noted that there has been public feedback on the importance of energy efficiency.
- Chris Rotti will coordinate a working meeting with Jacob soon, BH+A will produce spreadsheet of projected energy consumption.
- Besides energy, the other environmental impact driver is water consumption. BH+A is specifying low-flow plumbing fixtures.
- Chris Rotti noted regenerative filtration systems are generally more expensive but are becoming more common; BH+A will look to see if fits in budget.
- Ellen Schreiber asked if there were decking options for impervious surfaces. Chris Rotti said there are options, but have to see how work with pool environment; perhaps can be considered for walkways and parking.

#### **8. Meeting Adjourned**

- Noreen Millane made a motion to adjourn the meeting, David Kane seconded the motion. The UPBC voted unanimously to adjourn the meeting at 10:03 p.m.

**Adjourned:** The meeting was adjourned at 10:03 p.m.

#### **Next Meeting Date:**

- Thursday, January 16, 2014 @ 6:30 p.m. UPBC Meeting @ Belmont Public Library
- Thursday, January 16, 2014 @ 7:30 p.m. Public Comment Meeting @ Belmont Public Library
- Tuesday, January 23, 2014 @ 7:00 p.m. UPBC Meeting @ Town Hall

#### **Upcoming Milestones:**

- TBD: UPBC Update to Planning Board
- TBD: BH+A outreach to Conservation Commission
- Friday, January 24, 2014: Schematic Design and Estimates to BOS
- Monday, January 27, 2014 8:00 a.m.: Public Presentation by UPBC to Joint Town Committees
- Monday, February 3 or February 10, 2014: BOS Vote of Debt Exclusion Language
- February 17-21, 2014: School Vacation Week
- Tuesday, April 1, 2014: Town Election Day / Debt Exclusion Vote
- Monday, May 5, 2014: Town Meeting

#### **Attachments:**

- PCI - 1/9/14 Meeting Discussion Points, Project Schedule dated 12/19/13
- BHA – Site Circulation Concept Site Plans, Cottage Street Existing Tree Assessment, Pool Plan, Bathhouse Floor Plans, Exterior Elevation/Renderings

Respectfully Submitted, Deborah Marai, Pinck & Co. Inc.