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**UNDERWOOD POOL PROJECT
Belmont, Massachusetts**

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

March 11, 2014

Belmont Town Hall – Conference Room 1

Attending:

Underwood Pool Building Committee (UPBC) – Anne Paulsen (Chair), Ellen Schreiber, Joel Mooney, David Kane (Recreation Commission Vice-chair), Stephen Sala, Kristine Armstrong

Also in attendance – Peter Castanino (Director DPW and UPBC liaison), Gerald Boyle (Director of Facilities), Chris Rotti (BH+A), Deborah Marai (PCI)

Call to Order: Anne Paulsen called the meeting to order at 7:34 p.m.

1. Approve Minutes of Previous UPBC Meeting

- David Kane made a motion to approve the minutes of the 2/10/2014 Joint Board of Selectman and UPBC meeting; Joel Mooney seconded the motion. All UPBC members in attendance voted in favor of approving the minutes.
- David Kane made a motion to approve the minutes of the 2/25/2014 Planning Board and UPBC meeting; Joel Mooney seconded the motion. All UPBC members in attendance voted in favor of approving the minutes.

2. Election of New UPBC Officers

- UPBC Treasurer
 - Ellen Schreiber made a motion to elect Stephen Sala to the UPBC Treasurer position vacated by Noreen Millane; David Kale seconded the motion. All UPBC members in attendance voted in favor of electing Stephen Sala to the position of UPBC Treasurer.
 - Two of the Treasurer's responsibilities are reviewing invoices and project budget prior to presenting to the full UPBC.
- UPBC Secretary
 - David Kane made a motion to elect Ellen Schreiber to the UPBC Secretary position vacated by Stephen Sala; Joel Mooney seconded the motion. All UPBC members in attendance voted in favor of electing Ellen Schreiber to the position of UPBC Secretary.

3. Approve Invoices

- Stephen Sala previously reviewed BH+A invoice dated 1/31/14 for work through 12/31/13 and PCI invoice dated 1/31/14 and recommended both for approval.
- Kristine Armstrong made a motion to approve BH+A invoice dated 1/31/14 and PCI invoice dated 1/31/14, Stephen Sala seconded the motion. All UPBC members in attendance voted in favor of approving BH+A invoice dated 1/31/14 and PCI invoice dated 1/31/14.
- The invoices were signed by the UPBC members.

4. Other

- Anne Paulsen passed out a plan prepared by Peter Castanino showing walking distances to the Underwood Pool from the Wellington School and from across Concord Avenue.

5. Community Outreach

- Anne Paulsen reported that the next Transportation Advisory Committee meeting is the same day as the Underwood Pool project public meeting, 3/13/14. The UPBC will need to coordinate a visit with them in April.
- Warrant Committee is meeting on 3/26/14 to vote regarding Warrant Committee approval of the use of CPA funds.
- Public Meeting Thursday 3/13/14:
 - Anne Paulsen proposed a handout for the Public Meeting. UPBC discussed and agreed on the following:
 - ❖ Project goals
 - ❖ Proposed site plan showing pool, buildings, site context
 - ❖ Larger scale image of pool with existing pool dashed in; show only 2 lanes roped off
 - ❖ Plans of 2 bath houses on one pages with plumbing requirements
 - ❖ Budget all agree we should use detail information shown
 - One page with construction cost and TPB
 - One or two pages with budget/funding and tax implication (Town Treasurer's breakdown of assumed cost to average household)
 - ❖ Two renderings
 - ❖ Double sided, black and white, 100 copies; Kristine Armstrong suggested if there are extras left over, can make available to the Community.
 - Slides: Will be same as recent presentations with changes noted.
 - ❖ Large flexible pool area: Ellen Schreiber recommended that large pool area be shown without all of the lanes roped (plans and renderings). Ellen recommends if ever only one image is shown, should only show a couple of lanes. Chris proposed showing options in plan to demonstrate flexibility – no lanes roped off, 2 lanes and all 6. Anne Paulsen and David Kane agree options should be shown, it is a Recreation Department programming issue – some want laps, some don't want it to be only laps. Ellen recommended this area be called out as "flexible zone".
 - ❖ Kristine Armstrong recommended naming the filter building adjacent to the east bath house; it says "concession" now.
 - Presentation Points
 - ❖ Joel Mooney recommended that the presentation needs to be clear that there is not a work around for the existing pool.
 - ❖ Anne Paulsen added that there will be a significant cost to dismantle what is there if no longer have a pool. Ellen Schreiber noted that CPA funds will not pay for demolition only. Stephen Sala noted the related liability issues. Peter Castanino noted that if the result of Town vote is that there will be no new pool, the next discussion will be what to do with facility; there is currently no Town budget for this.
 - Public Meeting Outline
 - ❖ Logistics
 - 7:30-9:30 p.m. at Community Room of Beech Street Center
 - UPBC will sit at table below stage. Theater style seating for audience. Need microphones for Committee and for audience. Anne will coordinate.
 - ❖ Introductions: Anne Paulsen
 - ❖ Process to Date: Joel Mooney (Why process needed to move on the schedule it did; meetings with Town boards and committees, still in process; how UPBC arrived at this point)

- ❖ Recreation Department Plans: David Kane (will get Community input on programming)
- ❖ Survey: Ellen Schreiber (500+ respondents to public survey, highlights)
- ❖ Presentation: Adam Dash
- ❖ Question and Answer period
- Chris Rotti will forward final images in advance of the meeting for final review.

6. Additional Questions

- Mr. McCarthy from 16 Cottage Street: He calculates a requirement of 10 toilets and 10 shower fixtures. His interpretation is that the wading area is not counted as a swimming location, and also that not all of the diving area counts toward plumbing fixture requirements. He determined this from information from State public health for municipal pools, and he spoke with the local board of health.
 - Anne Paulsen asked if the board of health told Mr. McCarthy that his interpretation of the code is correct. Mr. McCarthy did not ask them that.
 - In response to a question from Stephen Sala, Chris Rotti confirmed that the pool is designed to State Codes.
 - Chris Rotti verified that the shallow areas cannot be separated out and must be included in the plumbing count calculation. Chris clarified that there is a difference between a separate wading pool and a shallow area that is contiguous with a larger body of water.
 - Chris added that until recently, the plumbing code said nothing about fixture requirement for pools; the Code has been updated to match the requirements of the State Board of Health.
 - Regarding the diving area, Chris verified that as allowed by Code, 300 square feet of the diving area is removed from the overall square footage before the plumbing count calculation is determined. The remainder of the pool area adjacent to the diving area must be considered; it is a programming issue, that area can be used for purposes other than diving/cannot assume used for diving 100% of the time.
 - Kristine Armstrong added that the team has worked to get the number down. The size of pool shown in the Feasibility Study, which is still smaller than the existing pool, required 20 toilets and 20 showers.
 - Responding to a question from Mr. McCarthy, Chris Rotti said that it is possible to go through a waiver process at the State level, but unfortunately it is rare that a waiver would be granted. If there are specific reasons why the requirements cannot be met, a variance might be considered; if the space is there/it is possible to build to meet the requirements, a waiver most likely would not be granted. Stephen Sala added that this process would involve bringing on additional consultants and potentially lawyers.
- Kristine Armstrong said people are asking why this issue has to be voted on 4/1/14, why so soon. Ellen Schreiber concurred; she has heard people saying this "snuck up on them".
 - Peter Castanino said that with the pool issues and the one year variance to open the pool in 2013, they needed to move quickly; they started with 4/1/14 election day and worked backwards. The idea has been if there is a plan in place, this would help in seeking a variance for the 2014 pool season.
 - Joel Mooney added that the proposed schedule allowed for construction to start after the 2014 season with potentially no pool season missed.
 - The UPBC agree the project has been visible – 3 public input meetings to date on Schematic Design, 3 for Feasibility Study as well.

- Mr. McCarthy reiterated his concern about the projects potential impact to he and his wife as neighbors who live directly across the street from the proposed east bath house; he puts this to the board for their consideration. They will be presenting pictures on Thursday at the Public Meeting to demonstrate the effect on them.
 - Mr. McCarthy asked the UPBC to consider renting toilets for the season vs. permanent toilets, and to consider ways to get rid of the east bath house.
 - Mr. McCarthy asked if any of the east bath house program can be moved to the west bath house, because the proposed west bath house appears to be smaller than the existing bath house in that location. Chris Rotti noted that the proposed building does have a slightly smaller footprint than the existing.
 - Anne Paulsen pointed out that the larger "family" changing rooms also satisfy the requirement for handicap accessible toilets and showers; Chris Rotti verified that 5% of the toilets and showers must be accessible. Ellen Schreiber added the ability to have changing rooms where families could go (fathers with daughters, mothers with sons) and also places where people needing assistance could go came from community input.
- Mrs. McCarthy asked where it is documented that there can be no additional building on the west and southern sides of the site.
 - Chris Rotti said the project requires local Conservation Commission approval; there is a non-conforming condition now, with impervious surfaces (including the bath house) located in the wetlands buffer. BH+A met with the local Conservation Commission agent, who said: constructing a new bath house within the footprint of the existing bath house maintains the existing condition; a second bath house outside of the wetland buffer is a good idea and would eliminate conservation concerns; and to keep the pool chemical storage away from the brook. The design attempts to keep impervious zone in the wetlands buffer equal to what is there now.
 - Also, the farther south the building moves, the more possibility that it will need to be built into the hill. There is also a 200' river buffer zone the needs to be considered on the south side.
 - Mr. McCarthy said the demolition of the existing well should be taken into consideration when determining the size of the west bath house relative to the existing bath house footprint.
 - In response to a question from Mrs. McCarthy, Chris Rotti said the Conservation Commission agent advised BH+A against building a larger footprint in the existing wetlands buffer (as opposed to stating it as a fact).
 - Mrs. McCarthy said the question will be posed on Thursday, and she thinks Conservation Commission should be there at the meeting to insure everyone is on same page.
- Mr. McCarthy does not believe anyone involved with this project has a "dog in this fight", and noted he and his wife are very upset.
 - Anne Paulsen noted that establishment of the UPBC was voted on at Town Meeting and was appointed by the Town Moderator.
 - Anne added that she hand-delivered invitations to the first 2 public meetings to the neighbors, and she spoke with neighbors about the third public meeting (the McCarthy's were away).

7. Meeting Adjourned

Ellen Schreiber made a motion to adjourn the meeting, Joel Mooney seconded the motion. The UPBC voted unanimously to adjourn the meeting at 8:54 p.m.

Adjourned: The meeting was adjourned at 8:54 p.m.

Next UPBC Meeting Dates:

- Thursday, April 3, 2014

Upcoming Milestones:

- Thursday, March 13, 2014 @ 7:30 p.m.: Public Meeting at Beech Street Center
- March 26, 2014: Warrant Committee votes on approval of CPA funds
- Tuesday, April 1, 2014: Town Election Day / Debt Exclusion Vote
- April 2014 (date TBD): Traffic Advisory Committee Meeting
- Monday, May 5, 2014: Town Meeting
- TBD: Public Presentation by UPBC to Joint Town Committees

Attachments:

- PCI: UPBC Meeting Discussion Point
- Peter Castanino: Walking Distance Map

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