

UNDERWOOD POOL PROJECT
Belmont, Massachusetts

2015 OCT 30 AM 10:18

BELMONT UNDERWOOD POOL BUILDING COMMITTEE
MINUTES OF MEETING

May 22, 2014

Belmont Town Hall – Conference Room 2

Attending:

Underwood Pool Building Committee (UPBC) – Anne Paulsen (Chair), Mike Smith (Historic District Commission), Joel Mooney (Permanent Building Committee), Bob Phillips, Stephen Sala (Treasurer & Permanent Building Committee member); Kristine Armstrong (after vote to approve UPBC meeting minutes)

Also in attendance – Peter Castanino (Director DPW and UPBC liaison), Gerald Boyle (Director of Facilities), Chris Rotti (BH+A), Tom Scarlata (BH+A), Deborah Marai (PCI); Bob Kennedy (public); Jeff Martin (carpenters union); Lauren Meier (Historic District Commission)

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

Action items are highlighted.**1. Approve Minutes of Previous UPBC Meeting**

- Deborah Marai noted the minor, grammatical (not substantive) edits made to the distributed 5/15/14 UPBC meeting minutes.
- Mike Smith moved to approve minutes of 5/1/14, 5/8/14 and 5/15/14 (with grammatical edits) UPBC meetings. Joel Mooney seconded the motion, the motion carried unanimously.

2. Introductions

- Anne Paulsen introduced visitor Jeff Martin, a representative of the carpenters union headquartered in Cambridge and a Belmont resident.
- UPBC members and other attendees introduced themselves.

3. Community Outreach/Permitting

- Planning Board
 - Adam Dash and Chris Rotti sent out email updates from the informal working meeting that took place on 5/19/14.
 - Mike Smith noted the Planning Board has reported it is using its jurisdiction over design and site plan review.
 - Mike Battista and Joe DeStefano were in attendance; comments and recommendations do not reflect opinion of full Planning Board.
 - Topics and recommendations from the 5/19/14 meeting:
 - 1) Parking
 - ❖ Joel Mooney noted the parking is non-conforming now; this is an administrative matter, need a waiver.
 - 2) Access to pump house
 - ❖ Steve Sala said the group had no issue with the proposed DPW access to the pump house.
 - ❖ Chris Rotti noted the grade is a challenge, the design team is still working this out. A curb cut is required.
 - ❖ Mike Smith asked about the materials proposed for the access. Chris Rotti said it will need to be durable. Lauren Meier knows that Kyle Zick (landscape architect working with BH+A) will provide good options for permeable surface. All agree whatever is there cannot appear like parking; Tom Scarlata

suggestion the use of posts and a chain so the area can be blocked off as needed and off-season.

- 3) Proposal to move east bath house
 - ❖ It is understood that this issue is closed.
- 4) Center gable on west bath house to break up long roof line
 - ❖ BH+A showed massing sketch options. Chris Rotti is concerned that the center is not the entrance to the west bath house, so something that draws attention to the center is visually confusing. Chris is also concerned that both bath houses share similar design elements now; the east bath house is small and cannot support such an added element, and doing something like this on the west only would create imbalance.
 - ❖ Mr. Kennedy showed a sketch he created with a center gable.
 - ❖ The UPBC and attendees discussed the request for a center gable and proposed options. It was noted that the west bath house is not the primary building on site, not the entrance to the Underwood Pool. There was general consensus that the building should not draw attention, that it should be simple and that the roof lines currently shown are appropriate.
- 5) Natural siding material in lieu of fiber cement siding material
 - ❖ Mike Smith noted that no material, even the proposed fiber cement siding, is maintenance free. Mike showed photographs of some of the damaged fiber cement siding at the Beech Street Center. Mike's appeal to use natural materials in lieu of fiber cement is the fact that these buildings are going to be seen up close; natural materials are more suitable for park buildings.
 - ❖ Mike Smith reported that Joe DeStefano is in favor of using red cedar shingles and clapboard siding, and is also okay with the use of PVC trim. Mike Smith brought information on red cedar siding material.
 - ❖ Chris Rotti noted the fiber cement clapboard siding is available in different exposures – 4", 5".6", 7". The fiber cement shingles come in different patterns.
 - ❖ Chris Rotti estimates a \$20K upcharge to go from the fiber cement siding to red cedar siding (material and paint).
 - ❖ Because the fiber cement siding comes pre-finished in a limited range of colors and the red cedar will be stained or painted in the field, there are more color options with the red cedar.
- 6) Concern about windows – type, mullions, proportions
 - ❖ It is not clear if it was recommended that casement windows be used, but Tom Scarlata noted that casement windows are not appropriate for the bath house buildings; would prove hazardous at the locations and levels of the proposed windows.
 - ❖ Chris Rotti said the proposed windows are double hung, based on Marvin or Pella fiberglass window. Mike Smith would like to see these windows; Tom Scarlata mentioned a building in Needham that has these windows in a similar profile.
 - ❖ Mike Smith thinks the reaction is to the horizontal mullions. The UPBC discussed the mullions.
 - ❖ Windows have different functions in different locations. The windows at the center of the west bath house are for the lifeguard room which is not a public space, but rather is a place the lifeguards go when they are not on duty or taking mandatory breaks from the pool area.
- 7) Other
 - ❖ Steve Sala noted that other than the issues raised, the Planning Board will be concerned about fencing and landscaping

- UPBC discussed the issues raised by the informal working meeting.
 - ❖ Mike Smith likes the modern approach BH+A has taken with the bath houses.
 - ❖ After further discussion, Anne Paulsen proposed and the UPBC agreed to change the siding material to red cedar and to keep the west bathhouse as currently designed (no change to roofline or windows).
 - ❖ **BH+A will put together a memo to the Planning Board** which states the UPBC decision to change the siding material to red cedar and further outlines the reasons that the UPBC has decided to keep the roofline and windows at the west bath house as currently designed (including clarification of the program elements at the west bath house and defending the window mullions).
- The UPBC discussed the proposed path/sidewalk at Cottage Street. BH+A will remove the path from the plans if the issue is not be resolved before the Planning Board submission.
- **Planning Board application submission is due on 5/28/14.**
- Conservation Commission
 - BH+A is in the process of putting together information needed for next week. They were told to submit by Monday, but that is a holiday; BH+A will submit critical information on Tuesday.
 - Chris Rotti reported that Peter Castanino recommended he speak with Glen Clancy about the process. **Chris will speak with Glen tomorrow and Mary Trudeau first thing Tuesday morning; need to verify when NOI needs to be submitted by.**
 - Peter Castanino dropped off abutters list and mailing labels for BH+A; **BH+A will coordinate notification to abutters.**
 - Tom Scarlata noted that if the Order of Conditions is not received until bid documents are out, BH+A can issue an addendum.
 - Conservation Commission meetings are scheduled for 6/3/14 and 6/24/14.
- Shade Tree Committee
 - No update
- Accessibility Commission
 - **Accessibility Commission meeting** is scheduled for Friday 5/30/14 at 8:00 a.m.; BH+A will attend; Anne Paulsen will coordinate someone from UPBC to attend.
 - Tom Scarlata sent a letter to the MAAB for an opinion on the Cottage Street sidewalk; no response yet.
- Health Department
 - **BH+A to set up time to walk Health Department through project.**
- Police
 - **BH+A to set up meeting with Police before 6/14/14** re: construction traffic mitigation.
- Recreation Department
 - BH+A sent Pool Equipment memo update to Recreation Department. **Follow up meeting with Recreation Department to be set**, BH+A, PCI and Peter Castanino to attend. Coordinate needs and expectations, including what existing items will be brought to the new pool; determine what will be part of base construction contract, what will be FF&E, and what will be provided by Recreation Department.
- DPW
 - BH+A has list of items from DPW staff; BH+A can review with Peter by phone if necessary. Big issue was access to the filter building, and this is being coordinated.
 - **Tom Scarlata to review plumbing fixtures and lighting with DPW at a later date.**
- Belmont Light & Verizon
 - **Meeting with Belmont Light and Verizon is being set up**; Steve Sala and Chris Rotti will attend; Chris to verify availability of electrical engineer.

- Cable television/telephone for Library and Hasse Barn are fed by poles at south side.

4. Project Schedule

- PCI sent an email to the team noting that if the schedule is to be maintained, we need to find a way to accelerate the process with the Town.
- Processes and procedures need to be followed, but the design and construction document schedule is driving the project now.
- Tom Scarlata noted BH+A is moving forward with construction documents as Planning Board concerns are being addressed.
- After bids come in:
 - Review for complete, check for references
 - Notice of intent
 - Required paperwork
 - Contract signed mid to end of August

5. Decisions Required by UPBC

- Landscape, hardscape and fencing will be reviewed at 6/5/14 meeting.
- FF&E discussion deferred until meeting with Recreation Department takes place.
- Anne Paulsen asked **BH+A to email the UPBC with items being reviewed with DPW staff and Recreation Department that are of interest** (water features, etc.).
- Pool deck: Air entrenched concrete with lampblack (tones down the brightness of the concrete); light broom finish; will require a mock up. Tom Scarlata said that the deck should be neutral, not stand out.
- Ceilings: Main circulation space will be open to trusses; changing rooms have wood slat ceiling.
- Fencing: Anne Paulsen said the intent is for the fence to "go away", not be visible; Joel Mooney agreed that the fence should not be an architectural feature. Anne thinks the black chain link fence will be less visible than aluminum. Anne is also concerned about the durability of aluminum fencing; maybe this could be used just between the two buildings at the east side.
- Fencing: 6' is code minimum, but existing fence is 8'. An 8' chain link fence will require a middle horizontal member for rigidity – more expensive. Anne asked Peter Castanino to ask Police if 6' fence would be okay with them.
- Granite blocks: BH+A has informed Landscape Architect and Civil Engineer that these are available for use. Maybe use for grade changes or seating elements.
- Bike racks: Mike Smith said all elements need to be coordinated to avoid visual clutter; he is looking to BH+A to coordinate.
- Window heads and jambs: Mike Smith asked that the window heads and jambs are coordinated with siding and shingles.
- Red cedar siding: Will be stained
- Colors: BH+A is aware of desired palette. Sample board will be developed and mock ups required for final selection.

6. Progress Documents

- Per BH+A, 75% CD set will be partially issued on 5/30/14; remainder will be issued following week. **BH+A will issue progress documents to PCI and the estimators**; can be sent to UPBC members as requested. **PCI is coordinating meetings with BH+A, PCI and the estimators.**
- Estimators are set up to complete estimates by 6/13/14; estimates will be reconciled and presented at 6/19/14 UPBC meeting.
- BH+A issued updated narrative; this will be revised to include siding change.

- Front end documents: ***Gerry Boyle is putting together bidding and contract documents for front end, will email to the team for review before meeting to discuss.*** Joel Mooney has not yet heard back from David Kale or George Hall (counsel) on contract piece.

7. Meeting Adjourned

Joel Mooney made a motion to adjourn the meeting, Bob Phillips seconded the motion. The UPBC voted unanimously to adjourn the meeting at 9:44 p.m.

Adjourned: The meeting was adjourned at 9:44 p.m.

Next UPBC Meeting Dates:

- Thursday, June 5, 2014
- Thursday, June 12, 2014
- Thursday, June 19, 2014
- Thursday, June 26, 2014

Upcoming Milestones:

- May 30, 2014 & June 6, 2014: 75% Construction Documents
- June 3, 2014: Conservation Commission hearing on Underwood Pool
- June 13, 2014: Estimate for 75% Construction Documents
- June 17, 2014: Planning Board Review
- June 24, 2014: Follow up discussion with Conservation Commission
- July 9, 2014: Bid Documents Available

Attachments:

- PCI: UPBC Meeting Discussion Point
- PCI: Schedule
- PCI: Milestone/Decision matrix
- PCI: permitting matrix
- PCI: budget/cash flow
- PCI: invoice tracking

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