

2015 MAR 17 AM 9:00

UNDERWOOD POOL PROJECT
Belmont, Massachusetts
BELMONT UNDERWOOD POOL BUILDING COMMITTEE
MINUTES OF MEETING
November 20, 2014
Belmont Town Library – Assembly Room

Attending:

Underwood Pool Building Committee (UPBC) –Anne Paulsen (Chair), Adam Dash (Vice Chair and Warrant Committee member), Ellen Schreiber (Secretary and Warrant Committee member), David Kane (Chair Recreation Commission), Bob Phillips, Joel Mooney (Permanent Building Committee member).

Also in attendance – Gerald Boyle (Director Facilities), Tom Scarlata (BH+A), Tom O'Neil (PCI),

In attendance for the Community portion - Henry Sarkis (New England Builders & Contractors), Ernie Ramie (New England Builders & Contractors and Belmont resident)

Community Meeting:

A community meeting was held at 7:00 prior to the Building Committee meeting to provide an update on the progress of the project, and to answer questions. There were approximately 30 residents in attendance. Anne Paulsen provided an update of the project with input from the architect, the project manager and the contractor. Questions varied from design choices to pool programs and, in general, the project update and responses to questions were well received. David Kane fielded all of the questions related to program. The meeting ended at 7:55.

Building Committee Meeting:

1. **Call to Order:** Chair Anne Paulsen called the meeting to order at 8:03 p.m.
2. **Review of Minutes from Previous UPBC Meetings**
 - No meeting minutes were presented or reviewed
3. **Review of PCI and BH+A Invoices**
 - Joel Mooney read an e-mail from Steve Sala, UPBC Treasurer, noting that he had reviewed the invoices, that they were in order and he recommended approval of the invoices.
 - Ellen Schreiber made a motion to approve PCI's and BH+A's invoices. Adam Dash seconded the motion, and the motion passed unanimously. Members of the UPBC approved the invoices.
4. **Construction Update**
 - **Status Soil below Existing West Bathhouse**
 - Excavation at the existing west bathhouse has uncovered unsuitable material (organic and non-structural) consistent with swamp type material that was likely buried during the original construction. These soils will need to be removed down to good quality bearing soil and new gravel will need to be brought onto the site. Tom O'Neil noted that this would result in a change order to the construction contractor, and this change was cover in unit pricing

provided to the town at the time of the bid. BH+A has provided a sketch to address this work. The work will be performed in the next few days, and will be monitored by the on-site clerk.

- **Submittals**

- Tom Scarlata indicated that the Construction product submittals are going well and all of the major products are approved. There does not appear to be any materials that have an abnormally long lead time as to hinder the construction schedule.

- **Tree Discussion**

- The removal of the three trees on Concord Street was discussed. Tom Scarlata noted that, these trees were reviewed by the landscape architect and an arborist representing the town during the design process. It was noted that one of the trees showed signs of distress, and was at the end of its life. Another was an invasive species that needed to be removed. The third was healthy, but needed extensive hazard and structural pruning and is would have looked like a 'celery stalk' among the new plantings. The decision was made to remove all three trees and plant new American elm trees to line the sidewalk.

- **Requisition process discussion**

- The contractor requisition process was discussed. A pencil (draft) requisition will be presented at the second to last job meeting of the month. The pencil requisition will be reviewed and approved by the team and a final requisition will be provided at the last meeting of the month. This requisition will be assembled with other invoices and submitted to the UPBC treasurer for review and then approval will be requested at the next UPBC meeting, currently scheduled for the first Thursday of each month.

- **Discussion on State Health Department**

- It was noted that the State Health Department had not yet responded to the variance application for the in water bench seating and the slide. Tom Scarlata noted that the State Health Department would respond to the town, and ultimately it would be the town's decision to accept or reject the state's decision.

- **Other**

5. Meeting Adjourned

- Ellen Schreiber made a motion to adjourn the meeting, David Kane seconded the motion. The UPBC voted unanimously to adjourn the meeting at 8:33 p.m.

Adjourned: The meeting was adjourned at 8:33 p.m.

Next UPBC Meeting Dates:

- Thursday, December 4, 2014 at 7:30 p.m.

Attachments:

- PCI: UPBC Meeting Discussion Point

Respectfully Submitted, Tom O'Neil, Pinck & Co. Inc.