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UNDERWOOD POOL PROJECT
Belmont, Massachusetts

**JOINT MEETING OF THE BELMONT UNDERWOOD POOL BUILDING COMMITTEE
& BELMONT BOARD OF SELECTMEN**

MINUTES OF MEETING

February 10, 2014

Belmont Town Hall – Selectmen's Meeting Room

Attending:

Town of Belmont Board of Selectmen - Chair Mark A. Paolillo, Andres T. Rojas, Ralph T. Jones

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

Also in attendance – Town Administrator David Kale, Assistant Town Administrator Phyllis Marshall, Town Treasurer Floyd Carmen, Tom Scarlata (Designer, BH+A), Tom O'Neil (OPM, Pinck & Co.), Deborah Marai (OPM, Pinck & Co.), members of the public and press.

Call to Order: UPBC Chair Anne Paulsen called the meeting to order at 7:05 p.m.

1. Introductions

- The Belmont Underwood Pool Building Committee (UPBC) members introduced themselves. UPBC Chair Anne Paulsen noted that Vice Chair Adam Dash and member Kristine Armstrong could not be here tonight.
- Anne Paulsen introduced the designer, Tom Scarlata from BH+A, and owner's project manager, Tom O'Neil and Deborah Marai from Pinck & Co.

2. Project Update

- Anne Paulsen gave a brief background of the project to date:
 - The Underwood Pool Building Committee is a temporary committee appointed in 2013 to oversee the design and construction of the proposed Underwood Pool.
 - The existing Underwood Pool is failing. There is the possibility that the Belmont Board of Health and/or the State Department of Public Health will not allow the pool to open in its current condition. This is the reason the UPBC has been operating on an accelerated timeline.
 - The UPBC has brought the OPM and designer onto their team. It has not been easy, but the team has been able to stick to the schedule.
- Anne Paulsen said the UPBC is here to ask the Board of Selectmen to put a question on the April ballot, a yes/no vote regarding the expenditure of funds to rebuild the Underwood Pool.

3. Presentation of Schematic Design: Tom Scarlata of BH+A presented.

- Context/existing conditions: Tom Scarlata reviewed the Underwood Pool site context and the various existing conditions that the project needs to take into consideration, including access to the pool, adjacency to Concord Avenue and Cottage Street, the park and playground sharing the site with the pool, the brook, and the limited on-site parking.
- Project Goals:
 - Replace a failing pool and non-code compliant bathhouse

- Create a multi-generational pool
- Code compliant, pleasant restrooms and staff facilities
- Respect and preserve historic value of site
- Improve park access
- Improve circulation & safety
- Enhance connections to surrounding community
- Outdoor amenities to encourage community participation
- Access to site: Tom Scarlata reviewed a key plan illustrating access to the proposed pool complex.
- Proposed Underwood Pool complex:
 - Includes 2 bathhouses
 - Includes 2 pools
 - Maintains the existing sunken skating area
 - Improves safety of existing parking
 - Proposes seasonal drop off and safe pedestrian access from Concord Avenue
 - Includes new Cottage Street walkway for safe direct access from School Street
 - Enhances the neighborhood by maintaining and filling in existing tree line.
- Proposed Pool:
 - Image shows proposed pool with existing pool dashed in for reference.
 - Old pool is bigger than the proposed but has a lot of unusable space; there are not adequate training formal swim areas. The proposed pool bather load, determined for Code reasons, is over 650 people.
 - The proposed pool is designed to meet the needs of the community.
 - Proposed pool is actually 2 separate pools:
 - ❖ Allow for redundancy; past issues having to shut the whole pool down.
 - ❖ One of the pools includes zero depth entry, shallow swimming areas, "island" in the middle with seats in the pool, proposed slide.
 - ❖ The other pool provides a large area with an option for lap swimming; flexible, it is a program decision how this area is set up at various times. There is a separate, deep diving board area (can be programmed differently when diving board is not in use). There is also another area that can be used for learning to swim or recreation.
 - Pool site:
 - ❖ Design proposes to raise the site of the pool complex
 - ❖ Provides universal access to pool and bathhouses with no steps or ramps
 - ❖ Helps by getting more of the pool and structures higher (ground water issues)
 - ❖ Proposed grading to help control the flow of water down to the pool area
 - ❖ Design captures run-off
- Bathroom Plans, Plumbing Requirements and Renderings:
 - Bathroom requirements split into 2 buildings. Given the various site constraints, code compliance requires a building that would be too big to fit in any one location on site. Benefits include smaller scale buildings appropriate for the neighborhood, access to facilities at both ends of the pool, the ability to keep one building off-line during non-peak times and flexibility if the pool is ever rented out.
 - Plumbing Code requires number of fixtures based on pool size. Despite being smaller than existing pool, new pool will require 16 toilets and 16 showers as opposed to the 2 toilets and 2 shower heads in the current bathhouse. Fixture count requirements alone result in a larger building than the existing bathhouse.

- East bathhouse
 - ❖ On Cottage Street
 - ❖ Includes check-in, first aid, central corridor area with lockers, men's and women's shower/changing rooms, 2 family/accessible changing/shower/toilet rooms, and toilet rooms
 - ❖ Designed for flexibility
 - ❖ Family/accessible changing rooms are useful for anyone needing assistance
 - ❖ Shower rooms are a practical Code solution
- West bathhouse
 - ❖ At location of existing bathhouse
 - ❖ Lifeguard/staff room, family/accessible changing/shower/toilet rooms, separate toilet rooms, men's and women's toilet/shower rooms, storage
 - ❖ Toilet/shower rooms provide flexibility for teams
 - ❖ Lifeguard/staff room - separate area for staff in order for the pool to operate properly; lifeguards needs to keep alert, rotate for breaks and to get out of sun
- Renderings of pool and buildings
 - ❖ Renderings of the East bathhouse from both the Cottage Street and the pool side were shown. A rendering of the west bathhouse from the pool side was shown.
 - ❖ Buildings are kept as small as possible.
 - ❖ Use natural light and as much natural ventilation as possible; some mechanical ventilation still required.
- Questions, comments:
 - Responding to a question from Andres Rojas, Tom Scarlata verified that family changing rooms also cover the requirements of accessibility.
 - Responding to a question from Mark Paolillo, Tom Scarlata verified that the design covers new, more pleasant fencing around the pool.
 - Responding to a question from Andres Rojas, Tom Scarlata verified that the buildings are designed for complete shut-down off season.
 - Mark Paolillo inquired about a comment he heard during the 1/16/14 Underwood Pool public meeting about extending the pool season. Tom Scarlata said that people have been discussing options, but this is a programming decision.
 - UPBC Chair Anne Paulsen pointed out a benefit of the single use toilet rooms at the east bathhouse – the plan is very open, parents can watch children go in and out from the pool area.
 - Responding to a question from Ralph Jones, Tom Scarlata verified the goal of raising the pool site is to get the majority of the pool higher than ground water, with just the deepest areas below.
 - Tom Scarlata noted that the proposed pools will have skimming; the existing pool does not. This is a maintenance benefit.

4. Presentation of Project Budget

- Total Project Budget (TPB) – total of Hard (construction), Soft (consultant fees, Insurance, etc.) and FF&E (furniture fixtures and equipment) is estimated at \$5.2 million.
- Tom Scarlata reported that Construction Costs were the result of independent Schematic Design estimates from 2 different estimators; BH+A hired one estimator, PCI hired the other.
- There are contingencies and escalation built into the estimates:

- Design/Estimating Contingency (4%) and Escalation (5%): used during design and contract document development; reduce to zero once the project is bid.
- Owner's Construction, Soft Cost and FF&E Contingencies stay in project budget to be used, as needed, for unforeseen conditions, coordination issues and potentially unanticipated scope.
 - ❖ Owner's Construction Contingency is set at 6%.
 - ❖ In response to a question from Mark Paolillo, Tom Scarlata indicated that 6% is typical for this type of project. Tom O'Neil concurred, noting 6% is tight but prudent for this project.
- Questions, comments:
 - In response to a question from Ralph Jones regarding the integrity of the existing culvert, Tom Scarlata indicated it is maintained but not owned by the Town. During the prior Feasibility Study process, BH+A reviewed the structure of the culvert; they are not concerned with the additional load (soil) proposed by the current design.
 - In response to a question from Mark Paolillo regarding the staffing and operating costs of the proposed pool project, Tom Scarlata said that the team will need to work with the pool staff and Recreation Department. The pool has been designed to work with current staffing, but staffing levels could change depending on operations/programming. There is more bathhouse and plumbing fixtures, but overall operations cost and maintenance should drop because of ongoing issues with existing pool.
- Anne Paulsen broke down the proposed funding:

TPB	\$5,200,000
CPA 2013 funds	\$ 298,000
CPA 2014 funds – proposed	\$2,000,000
Debt Exclusion Amount	\$2,902,000
- Anne Paulsen stated the UPBC is here to ask the Board of Selectmen to put a question on the ballot for the debt exclusion.
- Mark Paolillo noted that the timing would be such that the debt exclusion vote (4/1/14) would precede determination of CPA funds at Town Meeting (5/5/14).
- Floyd Carmen, Town Treasurer, reported:
 - The proposed debt exclusion of \$2,902,000 would mean an increase in \$48 for the average single-family home (\$782,700)
 - The calculation is \$6.11 in taxes for every \$100,000 of home value
 - The increase in taxes would be on a declining bases (prime payment declining interest), 15 year amortization.

5. Board of Selectmen Discussion and Vote

- Mark Paolillo noted that the UPBC has done fabulous work bringing the proposed project to this point, and he appreciates their efforts. He added that it is a strong design. Mr. Paolillo said he is a strong proponent of building a new pool on the existing site and the pool is a great community asset, but it is ultimately up to the residents. The Board of Selectmen understands the other capital needs of the Town under review by the Financial Task Force.
- Andres Rojas stated he is fully supportive of the project – more so when it was \$4.3 million, but it is an important community asset and he understand why the number is where it is.
- Floyd Carmen noted that the previous estimate was actually \$4.6 million.

- Mark Paolillo noted that the earlier number was a preliminary number, part of a Feasibility Study to review options for the new pool (rebuild uphill or in its current location). The current design is for a pool for the whole community.
- Ralph Jones supports the project. The current pool is broken, it needs to be fixed.
- Anne Paulsen added the Underwood Pool is part of Belmont's history. The team tried hard to stay below \$4.5 million. The current design strives to appeal to the whole community, providing amenities and flexibility to attract more residents. The design includes benefits and safety features for the larger Underwood site.
- Andres Rojas appreciates the flexibility, the multigenerational aspect of the design, and the accessibility features that allows and attracts bathers who would not normally use the pool today.
- Joel Mooney noted that if debt override and Town Meeting votes are successful, design and documentation work would continue, followed by bidding and start of construction in September.
- Mark Paolillo asked for a motion to put a question on the 4/1/14 ballot; said question will be: "Shall the Town of Belmont be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bonds or notes issued in order to design, demolish and reconstruct the Underwood Pool facility on Cottage Street, including the replacement of the swimming pool, bath house, filter house and associated site work?"
- Andres Rojas so moved, Ralph Jones seconded the motion. The Town of Belmont Board of Selectman voted unanimously in favor of putting said question on the 4/1/14 ballot.

6. Meeting Adjourned

- Anne Paulsen thanked the Board of Selectmen, Town Administrator David Kale, DPW Director Peter Castanino, and Facilities Director Gerald Boyle for their guidance and assistance throughout this process.
- Ellen Schreiber made a motion to adjourn the meeting, David Kane seconded the motion. The UPBC voted unanimously to adjourn the meeting at 7:57 p.m.

Adjourned: The meeting was adjourned at 7:57 p.m.

Next UPBC Meeting Dates:

- Thursday, February 13, 2014: BUP update on Traffic Advisory Committee agenda
- Tuesday, February 18, 2014 7:00 p.m.: BUP informal meeting with Planning Board
- Thursday, February 27, 2014 7:00 p.m. UPBC Meeting

Upcoming Milestones:

- TBD: Public Presentation by UPBC to Joint Town Committees
- February 17-21, 2014: School Vacation Week
- Thursday, March 13, 2014 @ 7:00 p.m.: Public Meeting
- Tuesday, April 1, 2014: Town Election Day / Debt Exclusion Vote
- Monday, May 5, 2014: Town Meeting

Attachments:

- Power Point Presentation

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