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**UNDERWOOD POOL PROJECT
Belmont, Massachusetts**

**BELMONT UNDERWOOD POOL BUILDING COMMITTEE
MINUTES OF MEETING
May 1, 2014**

Belmont Town Hall – Conference Room 4

Attending:

Underwood Pool Building Committee (UPBC) – Anne Paulsen (Chair), Ellen Schreiber (Secretary), Robert Phillips, Mike Smith (Historic District Commission), Joel Mooney (Permanent Building Committee member), Adam Dash (Vice Chair & Warrant Committee member), David Kane (Recreation Commission Vice-chair), Stephen Sala (Treasurer & Permanent Building Committee member)

Also in attendance – Peter Castanino (Director DPW and UPBC liaison), Gerald Boyle (Director of Facilities), Chris Rotti (BH+A), Tom Scarlata (BH+A), Kyle Zick (KZLA), Deborah Marai (PCI), Lauren Meier (guest from Historic District Commission), members of press and public;

Call to Order: Anne Paulsen called the meeting to order at 7:36 p.m.

1. Approve Minutes of Previous UPBC Meeting

- Minutes of 4/10/14 and 4/24/14 meetings will be voted on at 5/8/14 UPBC meeting.

2. Approve Invoices

- Stephen Sala reviewed and recommended the following invoices for approval:
 - BH+A invoice dated 2/26/14 for work through January 2014
 - BH+A invoice dated 3/24/14 through February 2014
 - PCI invoice dated 3/31/14 through March 2014
- Joel Mooney made a motion to approve the 2/26/14 and 3/24/14 BH+A invoices and the 3/31/14 PCI invoice; David Kane seconded the motion, and the motion carried unanimously.
- The three invoices were signed by the UPBC members.

3. Community Outreach

- Informal meeting with the Conservation Commission is scheduled for Tuesday 5/6/14 7:15 p.m. at Town Hall; BUP has 10 minutes on agenda. Anne Paulsen cannot attend; she will check in with everyone by email to see who can attend.
- Anne Paulsen has been in contact with the Shade Tree committee, they will let us know when they are going to meet again.
- Anne Paulsen has been in contact with the Garden Club; they are going to discuss if they can take on maintenance of plantings inside pool area.
- Anne Paulsen noted that Ellen Schreiber did a good job with presenting to the League of Women Voter's.

4. Preparation for Town Meeting

- BUP funding appropriation is first on Town Meeting agenda for Wednesday 5/7/14.
- Presentation: Adam Dash will present, 15 minutes; Warrant Committee presentation was 20 minutes, will be similar but do not need to go into detail; why we are doing a pool has already been determined. All agree new schemes will be shown and all information will be updated.
 - Goals/project overview

- Overall site plan: mention drop off, Concord Avenue tree line; note changes from previous schemes - increased space between east side buildings, East bath house footage is smaller, Cottage Street building frontage is less
- Tree line on Cottage Street side
- Pool itself; show old pool dashed in for scale old-new.
- East and west bath houses on same slide
- Elevations and renderings
- One simple slide showing project costs
- Chris Rotti will send out a draft tomorrow with outline.
- Mr. Kennedy suggested that people are interested in what this looks like from Concord Avenue. Adam Dash agrees that a perspective looking for Concord Avenue up the hill would help. BH+A to verify if this can be done in time.

5. Discussion with Landscape Architect

- Anne Paulsen asked Kyle Zick to step back and review existing and proposed.
- Kyle Zick reviewed site plan (handouts).
 - First, question existing site features; what to keep, what needs attention, what to remove.
 - ❖ Trees on Cottage Street. Some are weedy trees that have grown over time. Many not of great quality, some invasive species. Options – (1) more severely edit and replant, or (2) leave/augment wooded edge. Take down weed trees, keep larger ones (even if Norwegian maple) because substantial.
 - ❖ New trees along Concord Avenue, fill in gaps. Anne Paulsen noted trees have failed there. Kyle Zick said there could be issues with compaction and/or salt; they will test the soil, verify potential investment.
 - Access and circulation
 - ❖ Small existing parking lot with improvements
 - ❖ Parking along Concord Avenue
 - ❖ New proposed "entry" at Concord Avenue.
 - ❖ East-west walk in front of pool fence
 - ❖ Emergency access; Tom Scarlata verified none of this needs to be paved, maybe use a reinforced turf product (Kyle provide examples)
 - ❖ Parking up at Wellington School; Anne Paulsen noted this is 1,000 feet away. Existing sidewalk along pool side of Cottage Street disappears; still pursuing continuing sidewalk, but need to overcome issues of existing tree line and narrow right of way.
- Landscape elements
 - Kyle showed paver options for 2 areas - at entrance to pool and entry area on Cottage Street. Could also be concrete. Does not need to be porous, these are small areas.
 - Kyle showed fencing options, particularly for around pool deck. Fencing will be 8' high. Could do something different on Concord Ave side.
 - Kyle showed reinforced turf options for emergency access areas. Could have concrete walkway with reinforced turf on either side to make up width required for emergency access.
- Discussion:
 - Kyle said 5' is minimum for sidewalks, 7' walkway would be appropriate for access. Joel Mooney suggested using same material for all sidewalks so people easily understand access. Could use width of walkway to designate main circulation paths to pool on east side.

- Ellen Schreiber is interested in how plantings can be used to enhance buildings, particularly thinking about Cottage Street side plantings. Kyle said they will start to look at this after the meeting.
- Ellen Schreiber asked about the consideration of planting additional pines on hill. Kyle said this has not been considered yet, but shadow planting for next generation is something they will consider.
- Lauren Meier from Historic District Commission offered a couple of thoughts.
 - ❖ Crushed stone is use at shoulder of road at Arcadia National Park, good option on either side of walkways that do double-duty as emergency vehicle access.
 - ❖ Agrees with Joel Mooney's idea of consistency of sidewalk material for people to understand paths and wider sidewalk at east side.
- Anne Paulsen told Kyle that the Belmont Police do not want plantings between 2' and 7'. People have talked about potentially planting at the east-west fence closest to Concord Avenue; these would have to be low. Kyle said plantings lower than 2' would be insignificant.
- Mike Smith asked if Kyle is looking for guidance about fencing. Anne Paulsen is concerned that aluminum fences can be pulled apart. Ellen Schreiber said it is important to have something that looks good between 2 buildings at east; to save cost, could do coated chain link in other places.
- Anne Paulsen asked about plantings for east bath house; this is the entry, and want this to be nice for people on Cottage Street. Kyle said he will look into this, but need to consider what municipality wants to maintain. Lauren Meier said good planting design will pull the "front" on Cottage Street all together, while observing safety objectives; use plants that are hardy, easy to maintain, sustainable. The McCarthy's (neighbors) offered that they are interested in continuing to take care of plants along Cottage Street.
- Anne Paulsen said she appreciate what Kyle is doing for the project.

6. Comments from Public

- Mr. McCarthy presented his idea to move east bath house entry to edge of culvert, increase to 90' the space between bathhouse and pump house, and create a grass area overlooking pool. He proposes this will help with security.
- Discussion
 - Chris Rotti said he can see some benefit of trying to increase area between buildings, but there are challenges - building close to culvert, issue with parking (need to maintain 10 spaces) and maintaining a safe way into site.
 - Adam Dash noted this move could upset other neighbors.
 - Kyle Zick added that we need to consider grade issues, both buildings need to access the same pool level, would require more transitions to make it work.
 - Gerry Boyle noted this would eliminate the emergency access where planned it to be. Tom Scarlata said this would lose the maintenance access as well.
 - Anne Paulsen said the site would no longer be balanced.
 - Joel Mooney said there might be some distance to gain between the two buildings, but not a lot. BH+A will review.

7. Discussion of Bathhouse Design

- Chris Rotti reviewed minor changes to east bath house.
 - Steve Sala is concerned about accessing filter building in winter. Peter Castanino assumes there will be a paved area could drive a vehicle close to building and could plow; he said the access does not have to be directly on Cottage Street. BH+A to review.

- Chris Rotti reviewed changes to west bath house.
 - Joel Mooney said there should be sufficient access to back storage.
- Chris Rotti reviewed the renderings.
 - Mike Smith suggested not showing design elements at Town meeting unless they are resolved; example, how the fence hits the east bath house. Also, the pedestrian entrance from Concord Avenue is headed toward building; it is important, needs to be thought about.
 - Color
 - ❖ Ellen Schreiber noted the importance of colors shown for the exterior of the buildings; images will trigger expectations from public.
 - ❖ Tom Scarlata noted the general palette is earth tones; BH+A will bring in samples for the UPBC to make final decisions in the future.
 - ❖ Anne Paulsen does not want it to be dull.
 - ❖ Mr. Kennedy said you need to consider everything else that will be going on at the site – a lot of visual stimulus.
 - ❖ Laura Meier thinks that the colors are a little dark in the illustration, makes it feel heavy; can have a neutral warm earthy color that is not brown.
 - Mike Smith said further detailing is needed, but this design sets things up and provides for other opportunities like signage that shows the history of site.

8. Schedule

- Deborah Marai noted 100% Design Development (DD)/30% Construction Document (CD) set from BH+A was scheduled for 4/29/14, but BH+A has been working on exterior building changes and Town Meeting presentation.
- 60% CD set is scheduled for 5/19/14 and is intended to be the set that BH+A and PCI's have estimated. Gerry Boyle asked about a 90% CD estimate set; Deborah noted there is only time for 1 estimate if keep to the schedule to open the new pool in June 2015.
- Schedule needs to be revisited as it is tight; this will be discussed at next week's meeting. PCI and BH+A will meet before then to coordinate.

9. Meeting Adjourned

- Mike Smith made a motion to adjourn the meeting, Joel Mooney seconded the motion. The UPBC voted unanimously to adjourn the meeting at 9:19 p.m.

Adjourned: The meeting was adjourned at 9:19 p.m.

Next UPBC Meeting Dates:

- Thursday, May 8, 2014
- Thursday, May 15, 2014
- Thursday, May 22, 2014

Upcoming Milestones:

- Tuesday, May 6, 2014: Informal Meeting with Conservation Commission.
- Wednesday, May 7, 2014: Town Meeting
- May 19, 2014: 60% CD set for estimate (to be verified)

Attachments:

- PCI: UPBC Meeting Discussion Point
- KLA: landscape element options
- BH+A: graphics package

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