

2014 NOV -4 AM 9:30

**UNDERWOOD POOL PROJECT
Belmont, Massachusetts**

**BELMONT UNDERWOOD POOL BUILDING COMMITTEE
MINUTES OF MEETING
July 9, 2014
Belmont Town Hall – Conference Room 1**

Attending:

Underwood Pool Building Committee (UPBC) – Anne Paulsen (Chair), Mike Smith (Co-Chair Historic District Commission), Bob Phillips, David Kane (Chair Recreation Commission), Ellen Schreiber (Secretary), Joel Mooney (Permanent Building Committee), Stephen Sala (Treasurer and Permanent Building Committee member), Kristine Armstrong

Also in attendance – Peter Castanino (Director DPW and UPBC liaison), Tom Scarlata (BH+A), Tom O'Neil (PCI)

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

1. Approve Minutes of Previous UPBC Meeting

- There were no previous meeting minutes to approve

2. Approval of Invoices

- Steve Sala noted that he had reviewed the invoices from Pinck & Co. and from BH+A. he noted that they were acceptable and recommended approval
- Joel Mooney motioned that the invoice from Pinck & Co. and from BH+A be approved. Bob Phillips seconded and the motion was unanimously approved.

3. Community and Stakeholder Outreach

- Anne Paulsen noted that we have cleared all of the hurdles and we are well on our way.
- Anne noted that the Planning Board voted last night (7/8/14) to approve the project with conditions.
- It was noted by Anne that all of the town committees have been extremely helpful during this process.

4. Additional Services related to this project

- Independent testing and Inspection services need to be sent out to bid. PCI will take the lead on developing the RFS.
- Conducting a Building Survey of surrounding buildings, streets and sidewalks was discussed. Pinck & Co. will develop an RFS for this item.

5. Plan Review Discussion and Comments

- The wing walls at the culvert entrance will be maintained. The pipe rail will be removed.
- The contractor will need to be responsible for their own parking, and the majority will need to be off site.
- All deliveries should be from Concord Avenue and not from Cottage Street.

- There was a discussion on the construction of the concrete pool deck, and how rapid deterioration could be avoided. Tom Scarlata noted that the fiber mesh and the 5' thickness is a very good design, as there is no reinforcing steel that can rust. It was also noted that the score joints in the concrete are there to control cracking.
- There will need to be a curb cut, or drive-on curb at Concord Avenue for Emergency Vehicle access. Peter Castanino noted that the town as allocated funds for sidewalk maintenance for this area and this work could be done by the town.
- Tom Scarlata confirmed that there is natural siding and natural trim on the building and will verify that finger jointed trim is not being used.
- It was noted that two (2) spots should be marked for handicapped parking.
- There is an existing light pole at the end of Cottage Street that seems to be in conflict with some of the improvements. The Architect will review and/or correct this conflict if necessary.
- Two life guard chairs will be part of this project.
- The raised planters will be part of the project and the cost is being carried under the Furniture, Fixtures and Equipment (FF & E) portion of this budget.

6. Other Items

- Anne Paulsen noted that Belmont Wheel Works has agreed to donate one bicycle rack that will accommodate 10 bicycles. BH+A will find a spot to install this rack.
- The Town was asked if there was anything that needed to be salvaged from the old pool prior to the start of construction. Peter Castanino noted that there is nothing of any major salvage value the town would need, but he will make sure his department clears out anything the town wants prior to the start of construction
- Steve Sala noted that this would be the last summer for the old pool and photographs should be taken to document the last summer of the old pool.
- Kristine Armstrong asked if there was anything that could be done to stabilize and /or reduce the wet condition in the so-called skating rink area. It was discussed that this was outside the scope of the project and would require additional design and site work that was not and could not be put into this budget at this time.

7. 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 9:52 p.m.

Adjourned: The meeting was adjourned at 9:52 p.m.

Next UPBC Meeting Dates:

- August 14, 2014, 7:30 pm

Upcoming Milestones:

- July 16, 2014: Bid Documents Available
- Trade Bids are tentatively due on July 31st, 2014
- General Bids are tentatively due on August 14th, 2014

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