




CABOT SCHOOL BUILDING COMMITTEE (CSBC) + DESIGN REVIEW COMMITTEE (DRC)				MEETING MINUTES	
Newton Ed Center, Room 210			APPROVED 8/31/17		
April 27, 2017					
6:30PM					
ATTENDEES:					
NAME	ASSOC.	PRESENT	NAME	ASSOC.	PRESENT
Margaret Albright	CSBC	Y	Peter Barrer	DRC	Y
Susan Albright	CSBC	Y	William Eldredge	DRC	N
Eva Thompson	CSBC	N	Robert A. Franchi	DRC	N
Diana Fisher Gomberg	CSBC	N	Tom Gloria	DRC	N
David Fleishman	CSBC	N	James Freas	DRC	N
Ruthanne Fuller	CSBC	N	Jonathan Kantar	DRC	Y
Liam Hurley	CSBC	N	Ellen S. Light	DRC	Y
Matt Hills	CSBC	N	Marc Resnick	DRC	N
Maureen Lemieux	CSBC	N	Scott Ross	DRC	N
Joshua Morse	CSBC	N	Steven Siegel	DRC	N
Emily Norton	CSBC	N	Eve Tapper	DRC	N
Cynthia Paris Jeffries	CSBC	N	Deb Crossley	DRC	N
Angela Pitter-Wright	CSBC	N			
Nicholas Read	CSBC	N			
Andrea Steenstrup	CSBC	Y	Tom Murphy	NV5	Y
Setti Warren	CSBC	N	Melissa Gagnon	NV5	Y
Karen Wasserman	CSBC	Y	Donna DiNisco	DDP	N
Dori Zaleznik	CSBC	N	Leno Filippi	DDP	Y
Michael Cronin	NPS	Y	Craig DiCarlo	DDP	N
Julie Kirrane	NPS	Y	Jeff Oxalida	DDP	N
Ouida Young	CITY	Y	Anthony Luioni	WTR	Y
Alex Valcarce	NPB	Y	John Finnigan	WTR	Y

NV5 called the meeting to order at 6:05PM.

1. Project Update

Construction Process Overview

WT Rich prepared and presented a Construction Sequencing Overview, as a preview for what is being prepared for the Community update meeting on May 18. The presentation was an overview of construction beginning in July 2017 through April 2018. Areas presented and discussed were:

1. Site Circulation: Traffic patterns/flow for buses, cars and pedestrians was reviewed. The design team is working with Parks & Recreation re: the design of the relocated softball field.
2. Site Mobilization: Setup Site Controls and Facilities (Early July 2017). After July 4, Parkview will be closed from Cabot Street, with a construction vehicles access gate. The proposal is that all for all construction traffic to come and go via the Cabot Street gate. If necessary, in a pinch, additional access/egress point may be needed. Access to site trailers and visitors will be via Bridges.
3. Traffic Signage: Setup Traffic Controls (Early July 2017). By mid-June a package will be issued to the abutters, before Parkview closes, from Cabot Street, on July 5. There will be illuminated traffic sign boards, construction signage, etc. Bridges Ave will continue to function as it currently does although the sidewalk on the school side will be part of the construction site and will be closed. Bridges will still be one way. Parkview will not exist from Cabot. There will be signage at Norwood, Clarendon and Bridges.
4. The following additional slides were presented and discussed:
 - Stage 1: Demo of Modular Classrooms, 23 Parkview & Landscaping (early July 2017)
 - Stage 2: Demolition of 1956 Addition (Mid-July 2017)
 - Stage 3: Abatement & Selective Demo of 1929 Building and Site Demo (end July 2017)
 - Stage 4: Bridges Ave Utility Work & Culvert Work
 - Stage 5: Library Foundation, Culvert Work & Closing of Softball Field (mid-Aug 2017)
 - Stage 6: Classroom Foundation and Culvert Work (late Aug 2017)
 - Field Relocation: Construct New Softball Field & Future Paths (Sept 2017-Apr 2018)
 - Stage 7: Gym Foundation, Culvert Work & Park Improvements (mid-Oct 2017)
 - Stage 8: Library Structural Steel Erection and Culvert Work (late Oct 2017)
 - Stage 9: Classroom Steel Erection (early Dec 2017)
 - Stage 10: Gym Steel Erection (early Mar 2018)
 - Stage 11: Little League & Softball Activities Resume (April 2018)

Communications

There will be regular monthly update meetings, on the 2nd Thursday of each month at 7:00PM, just prior to the regularly scheduled Newtonville Area Council meetings. In addition, NV5 will post notifications to the Cabot project website as well as by email to the CSBC, DRC. Email updates will also be sent to members of the community who have signed up for email notifications.

Paul Ferolito will be the City representative on site full time. At the beginning of the job, Paul will be splitting time with the completion of the Zervas project.

Pre-Construction, Post-Construction Surveys and Vibration Monitoring

Notices from the City went out this week to homeowners on Bridges, Parkview and Cabot streets with regard to pre-construction and post-construction surveys.

Vibration Monitoring will be set up similarly to what was set up at Angier and Zervas. There is a threshold that cannot be exceeded as well as a pre-warning threshold.

2. Upcoming Meetings and Milestones

- May 10 2017 DRC meeting
- June 29, 2017 CSBC+DRC meeting – vote for 60% Construction Documents to be submitted
- August 31, 2017 CSBC+DRC meeting – vote for 90% Construction Documents to be submitted

3. Meeting Minutes

Meeting minutes from the March 9, 2017 Cabot SBC meeting will be on the agenda at the next meeting on June 29.

4. Meeting Adjourn

Motion: At 7:00PM, the meeting was adjourned.

Respectfully submitted,

Melissa Gagnon
NV5
[End of 4/27/17 Meeting Minutes]