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Lincoln Eliot School - NECP School Building Committee

Meeting: March 14, 2019, 6PM

Location: Room 210, Education Center, 100 Walnut St, Newton

Attendees: Jonathan Yeo*, Rebecca Grossman*, Liam Hurley*, Margaret Albright*, Kathy Shields*, Chris Lessard*, Josh Morse*, Nancy Ferrari*, Alison Leary*, Andrea Kelley*, Kathleen Browning*, Julie Kirrane, Alex Valcarce

* - Denotes Voting Member

Professional Team: Meryl Nistler, Larry Spang – Arrowstreet (AST)
Mary Mahoney – Hill International (Hill)

Guests: Ellen Light, Thomas Gloria, and Anne Cedrone

The meeting was called to order at 6:10PM.

1. Minutes for the School Building Committee meetings conducted March 13, 2019 were considered.
VOTE: On a motion by Jonathan Yeo, seconded by Josh Morse, the members of the Committee voted unanimously to approve the meeting minutes for March 13, 2019.
2. A. Valcarce reviewed the Lincoln Eliot – NECP Project, Site Plan Approvals process proposed for NECP at 687 Watertown St. including:
 - a. Project development schedule for NECP at 687 Watertown St. and process for 5-58 Site Plan Approvals.
 - b. Meetings held with the School Building Committee (SBC), Design Review Committee (DRC), Development Review Team (DRT), and City Departments including Planning, Transportation, Engineering, and Conservation to obtain 5-58 Site Plan Approvals July 2019.
 - c. 5-58 Site Plan Approvals schedule including the public process for approval.
3. A. Valcarce reviewed programmatic and operational aspects of the NECP program that differ from an elementary school, including:
 - a. Program is District-wide.
 - b. Need for a contained outdoor play area with age and access appropriate configuration that is close to the building.
 - c. Student drop-off and pick-up for full day, half day and therapy programs is car-centric with students transported by private vehicle or school van. Van transport is provided by the School Dept. based on a child's IEP.
 - d. Private drop/pick up includes parent escorting children to and from the building at arrival and dismissal and for therapy programs that occur throughout the day.
 - e. Drop/pick up vehicle counts: school vans 12-15 and private vehicles 45-65.
 - f. Staff vehicles: 85-100 with various arrival and departures based on the half day, full day and therapy only schedules.
 - g. Occupancy: 305 total students at ages 2.9yrs to under 6yrs and 85-105 staff.



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- h. Program arrival time 8:30am-9:00am, dismissal times 12:00pm-12:30pm, 1:30pm, and 2:30pm, and therapy only occurs intermittently throughout the day.
4. A. Valcarce reviewed existing building/site conditions and programmatic goals for NECP at 687 Watertown St.
 - a. Building Size: 38,000 SF on three levels. Grade entry is available at the lower and mid-level.
 - b. Plan calls for the removal of all attached modular classrooms.
 - c. Goal is to create 14-18 classrooms for current and future enrollment.
 - d. Design for flexibility, inclusiveness, and different learning modalities.
 - e. Re-purposing need include designing NECP based pick-up/drop off, access to building entries, access throughout the building and safe environments for families and caregivers
5. A. Valcarce reviewed the existing site layout and adjacency to Albemarle Park and the Boys and Girls Club. Public parking area on and surrounding the site.
 - a. School parking on site provides an opportunity for 30 spaces.
 - b. Local public parking includes 93 angled spaces on Albemarle Rd, and public parking on Watertown St and neighboring side streets that can provide up to 265 spaces.
 - c. Horace Mann staff parking practices were reviewed including limited onsite parking (20 spaces) and use of street parking surrounding the site.
 - d. NECP arrival and departure will not overlap Day Middle School schedule.
6. Options for site design - two favored schemes were presented:
 - a. Option A – that keeps the existing drive from Albemarle Rd and extends around the back of the building to a vehicle exit on Watertown St. NECP play area located in the adjacent playground area in Albemarle Park.
 - b. Option B – that eliminates the existing driveway and parking area and provides a new site drive with entry from Watertown St. and exit on Albemarle Rd. and a NECP play area adjacent to the building.
7. Preferred Site Scheme - Option A was selected as the preferred scheme and includes maintaining the existing Albemarle vehicle entry and onsite parking area and adds a Van drop/pick up zone within a vehicle departure lane around the back of the building exiting on Watertown Street. New main entry along Albemarle Rd, with grade level entry via an outdoor plaza to the lower level of the building. Design includes (7) designated parallel parking spots on Albemarle Rd adjacent to the new main entry. Public access is also provided through an accessible ramp arrangement from the park with entry and entry on Watertown St. to the mid-level floor. Van entry/exit is provided at the back of the building on grade with the mid-level of the building.
 - a. Site circulation, vehicle and pedestrian, was reviewed.
 - b. Parent drop/pick up practice of escorting children to class was reviewed and locations for accessible public access in/egress out of the building during arrival and dismissal.
 - c. Discuss proximity of public parking to the building and parking management plans proposed to minimize travel distance for parents/students.
 - d. Scope for site improvement to adapt the existing to the proposed was reviewed including site grade adjustments, accessibility improvements, storm water management, river front/wetland mitigation, and play structure/area re-purposing.
 - e. Preliminary site landscape plans including saving existing mature trees that buffer the site along Watertown St., Albemarle Rd, and Albemarle Park and additional plantings planned to buffer roadway noise and parking areas.



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- f. Civil Engineering considerations for site work were reviewed including riverfront protection and DEP Storm Water Management requirements including limiting disturbance, minimizing increase to impervious cover, and installing storm water management, treatment, and infiltration systems.

Committee discussions ensued including:

- Use of local side streets for staff parking and impact to neighbors, need to avoid staff parking at the housing authority property, and confirming Albemarle Rd/Brookside Ave roadway delineation.
 - Need to ensure safety for Day Middle School walkers and bikers and other park users.
 - Impact of Day Middle School bus queue on Albemarle Rd and options to relocate bus access/queue for Day Middle School.
 - Safety concerns with the intersection of Albemarle Rd and Craft St.
 - How angled parking spaces closest to the 687 Watertown St. site will be reserved for guardian drop/pick up.
8. Building Plans:
 - a. Each floor plan was reviewed including floor layout, space use designations, circulation, and accessibility improvements proposed.
 - b. The NECP program not needing a gymnasium and plans to change the existing gymnasium to the new main entry, main office/reception area and administration and therapy offices.
 - c. Plan to in-filled the existing gymnasium to create (2) new classrooms on the mid-level and achieve classroom count for program expansion forecasts.
 - d. Changing the back assembly area on the lower level to an OT/PT therapy area and space fit out to provide space area and volume appropriate for the NECP program.
 - e. Building and Site Access upgrades including grade adjustments at the new main entry and van queue entry, exterior ramp for the park side door, and new main entry patio to flatten grade from the Albemarle sidewalk to the new main entry.
 - f. Upper level classrooms that include shared toilet training rooms and educational breakout space.
 - g. Accessible public/staff toilet rooms on each floor.
 9. HVAC Systems – two options were considered based on the system requirements previously provided by DRC and Public Buildings Dept.
 - a. Variable Refrigerant Flow (VRF) – providing VRF units in every room supported by outdoor condensing units. System is all electric providing zero combustion from source equipment.
 - b. Hot/Chilled water fan coil system – providing fan coil units in every room, single chiller, (2) new low pressure hot water boilers. System uses fossil fuel for boilers. Fan coil units will increase ceiling height constraints/issues for lower level spaces with existing exposed concrete ceiling.
 10. Building Insulation System - two approaches to exterior applied insulation/finish systems were presented:
 - a. Exterior Insulation Finish System (EIFS)
 - b. Rain Screen System - metal clad system
 - c. Engineering cost analysis for each system indicates payback for either system extends past 30-years.
 11. Options for supplying natural light to subgrade areas within the lower level were reviewed including addition of light wells at multiple locations and adding glass to space partitions to provide borrowed light within interior spaces.

Committee discussions ensued including:

- City Commission on climate action change is developing plans that the project team needs to keep in mind as design advances.
- That the project consider a standby generator for life safety systems and other building systems.



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- Ceiling heights and natural light constraints in sub-grade areas in the lower level and need to continue to review options to improve the spaces for end users.
 - Classroom layout and location of a storage closet used to set space for student cubbies and options to provide cubbies and closet by furniture pieces for future flexibility.
 - Classroom toilet room layout, wall construction/arrangement, and privacy/supervision needs.
 - How the building entry/exit points will be managed during student arrival and departure then secured during school hours. Existing NECP procedures will continue so that following student arrival/departure times the building exterior doors will be secured by automated door locks and public will then need to entry building through a locked/managed door at the main entry. Security system features will be included in the project scope to match the existing safety features of NECP at 150 Jackson Rd.
11. J. Morse suggested conditions to be included with the 687 Watertown St. 5-58 Site Plan Approvals:
- a. Continue to refine and address all parking, traffic, and site circulation challenges.
 - b. Continue to develop the landscaping and site lighting plans to minimize the impact to the abutters and neighborhood.
 - c. Continue to work with Parks and Recreation to facilitate the installation of the playgrounds.
 - d. Continue to pursue sustainability initiatives, reduce project energy consumption and embodied carbon, and eliminate and/or reduce our fossil fuel consumption.
12. J. Yeo reported that the City's draft Capital Improvement Plan (CIP) for YR-2020 includes two line items to separately fund the NECP Project and Lincoln Eliot Project. The draft CIP provides for:
- a. Lincoln Eliot Elementary School - Total Project Budget \$25mil
 - b. NECP - Total Project Budget \$10mil
 - i. NECP budget includes \$2.0 mil in supplemental funding based on the need to add classrooms by addition or by infill of the existing gymnasium to meet future projected program classroom needs.
 - ii. Building addition will be difficult with associated site impacts.
 - iii. Infill during the NECP at 687 Watertown St. project is preferred as it will create the least impact to site use and program. Future infill work would very difficult based on limited site space, full utilization of the existing building spaces and NECP full year program.

Committee discussions ensued including:

- Parking and traffic challenges and the need to advance design to best suit the NECP program and includes considerations for surrounding city programs.
- Need to consider traffic controls to ensure safety for all local area and program users.
- Need to address ongoing and future traffic issues related to Day Middle School buses on Albemarle Rd.
- Parking for staff, guardians, and public for the NECP program including current practices by Horace Mann School staff at 687 Watertown St. site, staff/public parking controls used at 150 Jackson Rd., and future NECP parking management plan to ensure guardian access to the building is safe and close to the building.
- NECP summer program, which is approximately 75% of the school year program, and impact to the Albemarle Acres summer program that currently uses 687 Watertown St. A meeting is planned with Bob DeRubeis, City Parks and Recreation, to discuss the future for Albemarle Acres.
- 687 Watertown St property use as a polling place and need to relocate as polling activities are not a fit for co-locating with the NECP program or building set up.
- Roadway conditions on Albemarle Rd and at the intersection at Craft St were noted as a safety concerns and that the City should evaluate both in its ongoing roadway improvements initiative.
- Security system upgrades needed for 687 Watertown Street to adapt the building for the NECP program, operational practices, and student access needs.



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13. NECP at 687 Watertown Street 5-58 Site Plan Approvals schedule was reviewed while noting:
 - a. Building Committee action to authorize Site Plan Approval process tonight.
 - b. Public Facilities meeting and progress report scheduled April 17, 2019.
 - c. Conservation Commission meeting and progress report scheduled April 18, 2019.
 - d. Design Review Committee Site Plan Approval presentation scheduled April 10, 2019.
14. Approval and authorization to submit feasibility study documents to the Design Review Committee for 5-58 Ordinance Site Plan Approvals.

VOTE: On a motion by Kathy Shields, seconded by Andrea Kelley, the members of the Committee voted unanimously to approve and authorize submission of feasibility study documents to the Design Review Committee for 5-58 Ordinance Site Plan Approvals.

The School Building Committee adjourned the meeting at 8:25 PM.

To the best of my knowledge, these notes are a fair representation of the items discussed at the meeting. Additional items or corrections should be brought to the attention of the writer. Submitted by: Mary Mahoney 4/8/19

Handouts:

- SBC Meeting Agenda for April 4, 2019
- SBC draft meeting minutes for March 14, 2019
- NECP Site Plan Approval Schedule, amended April 4, 2019