

21 July, 2010

FBP DESIGN PHASE – KICK-OFF MEETING – PART 2

MEETING NOTES

Present:

Viola Augustin	VA	Project Manager, Town of Wellesley	viola@mila-la.com
Katherine Babson	KB	FBPCC, BOS	kbabson@nixonpeabody.com
Rob Boskowski	RB	Wellesley Patch - Reporter	Robert@patch.com
Janet Bowser	JB	FBPCC, NRC Director	jbowser@wellesleyma.gov
Rose Mary Donahue	RD	FBPCC, Planning Board, CPC	donahuer@bc.edu
Sara Forbes	SF	Pressley Associates	sforbes@pressleyinc.com
Michael Immel	MI	MILA Landscape Architects	michael@mila-la.com
Cathy Marcinkevage	CM	AECOM	Cathy.marcinkevage@aecom.com
Lauren Meier	LM	Project Manager, Pressley Associates	lgmeier@pressleyinc.com , Lauren.meier@gmail.com
Barbara Keene	BK	Tree Specialists	bkeene@treespecialists.com
Richard Kirby	RK	LEC	rkirby@lecenvironmental.com
Heidi K-Gross	HKG	FBPCC, NRC	heidikost@verizon.net
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Herb Nolan	HN	FBPCC	herbnolan@thenolanstudio.com
Mike Pakstis	MP	DPW	mpakstis@wellesleyma.gov
David Ropes	DR	Tree Specialists	dropes@treespecialists.com
Neal Seaborn	NS	FBPCC, NRC	eseaborn@comcast.net
Bob White	BW	FBPCC, Trails Committee	bbskwhite@comcast.net

AECOM: AECOM Engineering

DPW: Town of Wellesley – Department of Public Works

FBPCC: Fuller Brook Park Coordinating Committee

LEC: LEC Environmental Consultants, Inc.

NRC: Town of Wellesley Natural Resources Commission

Tree Specialists: Tree Specialists, Inc.

Location: Town Hall, Wellesley
 Time: 07/14/2010, 8:00AM – 10:30
 Notes by: Viola Augustin

Introduction

- Introductions of the design team, project manager, and members of Fuller Brook Park Coordinating Committee (FBPCC).

Survey

- LM emphasized the importance of the availability of a survey as soon as possible for Pressley and all sub consultants.
- Right now the assumption is that the survey will be available early August.
- The survey does not need to include tree IDs.
- LM had sent an email to Stephen Fader (DPW) with no response yet. MP asked for the email to be sent, since Stephen was out of the office. (Update 7/14: Response from DPW – Bill Millet - to LM)

Meetings

- Meetings were established – see Part 1.

Workplan

- LM introduced the workplan prepared by Pressley – see attachment to meeting minutes.

Phase 1:

- Goal of Public meeting #1:
 - Reintroduce the project to the public.
 - Send a strong message to the public emphasizing the added values (stormwater management, public amenity) for the community.
 - Present, explain and solicit feedback of design and management goals (did we think of everything?)
 - Make it clear that no solutions have been found yet and that the design process will include ongoing public feedback.
- Design and Management Criteria and Goals:
 - While the existing guiding principles from the Master Plan won't change, the criteria will be developed to include more specific goals related to physical design solutions, amended based on new information available.

Phase 2:

- LM: Majority of the project work will happen in this phase. Beyond the findings in Phase 1 more specific information such as technical issues will be identified and recorded.
- FBPCC: The committee stated that it is important that the design of the park should emphasize improvements that 'need to be done' versus things that 'would be nice to have'.
- LM stated that the important areas should be:
 - Improvement of stormwater management
 - Mitigation of hazardous conditions.
 - Provision of a healthy eco-system (evaluation of invasive species).
 - Accessibility
 - Preservation of the historic landscape

Pressley Design Team – Sub consultants Tasks

AECOM:

- Will assess the condition of the stream banks paying particular attention to aesthetics, habitat structures (biological communities), and public safety (no flooding).

LEC:

- Supporting role to AECOM especially with habitat and streambed, paying attention to the speed of the stream, considering dredging and erosion.

Tree Specialists:

- Assessment of existing vegetation/habitat evaluation both upland and along stream.
- Recommendations will be based on establishing the best conditions for plants considering the needs for all plant communities including trees and understory plants.

- Consideration of implementation and maintenance with input from DPW.
- Will use Halvorson's master plan as base and update based on current conditions.
- Liability will be a big consideration in assessing existing plants.
- An overall goal is to create a healthy, pleasing environment that can be accomplished with cost in mind.
- Keeping the public educated is very important when changing the vegetation, keeping in mind that:
 - Park will look temporarily worse to the public when existing plants are removed and new ones established.
 - Existing plants will be perceived as 'always having been there' even though they might be newly established invasives.
 - People have emotional reaction to plants.
- JB pointed out that part of the scope for the project team is:
 - Visual assessment of bridges.
 - Identification of public spaces
 - Identification of historical structures.

Site Elements and Deliverables

- Presentation material at public meetings should include precedents.
- It might be good to choose particular area within the park and show different alternatives including cost implications.
- Paths: Design of paths should consider overall corridor plan and site specific issues and accessibility.
- Alternatives should include status quo, and high-end option. All alternatives should include maintenance implications for DPW.
- Attention should be paid for what to present at the public meetings.

Massachusetts Historical Commission Review (PNF)

- LM suggested that it might be good idea to start the process with 10% design in December or January even with the possibility to having to file twice.
- ACTION ITEM: LM will provide a cost estimate for Pressley supporting the historic preservation review process.

Communication Protocol

It was established that:

- Information from FBCC will be sent to Pressley (Lauren), project manager (Viola), all members of FBCC, and NRC (Janet).
- Lauren will not act upon any action items identified from FBPCC unless specifically asked for by Viola or Janet.
- Communication from Pressley will be with Viola and Janet and then forwarded to all members of FBPCC.

Public Outreach

- The public outreach subcommittee distributed the 'Outreach Plan for Fuller Park'.
- Immediate action will be a letter send to the abutters. The goal is to finalize the letter next week (week of July 19) and send out ASAP.
- ACTION ITEM: JB to review and comment on the letter.
- A web page where project updates are posted seems a good way to communicate to the public.
- ACTION ITEM: Meeting on Thursday 7/22 7:30 to discuss the web page with town's IT person.
- Part of the plan is a list of stakeholders and a plan for the day of stakeholder interviews. It was also suggested to have a separate site visit for the 'missing link' with representatives from the High school, wetland commission, trail commission, NRC, and DPW.
- ACTION ITEM: LM to review proposal and provide a strategy for stakeholder interviews including questions.

End of Meeting Notes