

**Harvard Allston Task Force – Executive Session
Meeting Minutes
Wednesday, February 13th, 2008
Honan-Allston Library
6:30 p.m.**

I. Attendance

Harvard Allston Task Force

Paul Berkeley
John Bruno
Cathi Campbell
John Cusack
Rita DiGesse
Michael Hanlon
Millie Hollum McLaughlin
Bruce Houghton
Harry Mattison
Ray Mellone
Brent Whelan

Harvard University

Monika Bankowski
Mary-Helen Black
Will Donham
Peggy Hayes
Ken Johnson
Kevin McCluskey
Joshua Poupore
Alison Rainhardt
David Raszmann
Kathy Spiegelman
Dennis Swinford
Maile Takahashi

City of Boston

Gerald Autler, Boston Redevelopment Authority
Michael Glavin, Boston Redevelopment Authority
Linda Kowalcky, Boston Redevelopment Authority
Commissioner Thomas Tinlin, Boston Transportation Department
Paul Holloway, Mayor's Office of Neighborhood Services

Harvard Allston Task Force Chair Ray Mellone began the meeting at 6:42pm.

John Cusack gave an update on the Construction Subcommittee meeting that took place from 5:30pm – 6:30pm earlier in the evening. He apologized for scheduling the meeting at the last minute. He said that future meetings will be scheduled ahead of time and the community will be notified as to the time and location. He said the subcommittee, Harvard, and the Boston Transportation Department came to a decision to do a new protocol when it comes to construction schedule. The “4 weeks out” model will be implemented and it will involve informing the community as soon as possible about the construction activities that will be taking place after hours. He said that the information will be distributed weekly via e-mail, on Friday afternoon and it will provide updates for the following week. He said that the notices are also posted around the job site. He said that the Boston Transportation Department has not signed off on the proposal as of yet. He said that the next Construction Subcommittee meeting will take place on February 27th, 2008 from 5:30pm – 6:00pm at the Allston-Brighton Resource Center. John passed around a sign-up sheet for people to receive the e-mail updates.

Boston Transportation Department Commissioner Thomas Tinlin said that Harvard was supposed to discuss with the Task Force any late work schedule. He said that the Inspectional Services Dept was not aware of the protocol and they issued permits as they normally would for other projects around the City. He said that there was a meeting on Monday, February 11th, 2008 between the City and Harvard to discuss the issue and to make sure that a situation like that doesn't happen again. He said that with a project of this magnitude there will be things that come up and that will need to be resolved. He said that with the new protocol in place, there will be a schedule provided by Harvard as to what needs to happen on the job site and why. He said that Turner Construction had requested to work on Saturday, February 16th as well as Wednesday, Feb. 20st and Thursday, February 21st until 7:30pm. He said that all the requests were declined. He said that Turner also requested to work on Saturday, February 23rd and that request was granted. Work will begin at 9am and will end at 5pm with one crane, one loader, 15 men to do pipe work. He said that Ed Hesford, BTM will be on site on Saturday and will report back to Commissioner Tinlin and the community. He said that he will continue working with the neighborhood, the Construction Mitigation Subcommittee and the Task Force. He introduced Paul Holloway from Mayor's Office of Neighborhood Services. Commissioner Tinlin said that he will do what he feels is in the best interest of the neighborhood for a safe and sound development.

Ken Johnson, Harvard University, introduced himself and mentioned that he has presented to the Task Force in the past in regards to the Construction Mitigation plan. He said that he is responsible for the preparation of the Construction Mitigation plan that includes dealing with extended hour operations. He said that during the past year he tried to explain to the Task Force some of the things would require extended work hours. He apologized for missing the notifications and he said that the new plan that is in place going forward will make sure that the Construction Mitigation Sub-committee and neighbors are included in the notification process.

The Task Force members had questions and concerns regarding the wheel washing on site. Ken Johnson and Philip Coleman, Turner Construction, explained the process and answered questions regarding the issue.

John Bruno asked how many workers there are on site at this time.

Philip Coleman answered that there are 70-75 workers on site. He also explained what it means when the crew is working until 7:30pm.

Michael Glavin announced that Kairos Shen was promoted to a Chief Planner for the City of Boston. He said that Kairos will be working closely with the Task Force on planning initiatives in Allston. He also mentioned that John Palmieri, the new BRA director, is looking forward to attending future Task Force meetings and learning more about the project.

Michael Glavin apologized for not being able to distribute the final version of the Cooperation Agreement. He said that the document is still being worked on by the legal team and as soon as the BRA receives a final version, it will be sent out to people who are interested.

Mary-Helen Black, Harvard University, introduced herself and said that the Survey Needs Assessment Committee (SNAC) has met three times so far to formulate ideas on how they want to proceed with the process. She said that the agenda along with brief notations will be posted on Harvard web site at www.allston.harvard.edu. She said that Harry Mattison has offered to put the links on the Task Force web site. She said that the Task Force will be updated on the SNAC progress once a month. She said that the consultant should be on board mid March, early April. She said that the committee will be meeting up until the consultant is hired and then there will be meetings with the consultant to share ideas about survey and the needs assessment. She said that there will be an open forum in the spring/summer and the consultant will be responsible for setting that time table. She said that the committee will use secondary source data from the City, the University and non-profits and the committee will be asking the consultant to use that information as well. She said that the plan is to have the report completed by fall of 2008.

Mary-Helen Black said that the Educational Portal is undergoing a permitting process for renovations to the building and she will update the Task Force and the community as soon as more information is available. She said that the Ed Portal programming will begin in the spring. The plan is to start with the science tutoring as well as enrichment in life sciences and natural sciences, arts and writing enrichment and that the programming will be expanded in the fall.

Brent Whalen asked what groups the Ed Portal will be aiming for at the beginning stages.

Mary-Helen Black explained that at the beginning the Ed Portal will be open to the residents of North Allston/North Brighton and children at the Gardner. She said that the

information about programming will be distributed via direct mail, e-mail to residents, notices at the library, etc.

Ray Mallone asked if Mary-Helen Black would be willing to post information in Allston/Brighton Tab in order to get the word out about the Ed Portal.

Mary-Helen Black agreed this was a good idea.

Gerald Autler gave a presentation on the schedule & timeline for activities in 2008. Please see attached presentation.

Bruce Houghton expressed his concern about the process and the number of meetings that will need to happen in order to accomplish certain things. He suggested to set-up sub-committees to discuss different topics and to report the results to the Task Force.

Michael Glavin said that there are specific jurisdictional responsibilities of the Task Force. Sub-committees may be necessary in some cases. He said that planning of one project needs to be in sync with planning of other projects.

There was a discussion about the feasibility study for a transformative project in relation to the time table presented by Gerald Autler.

There was a discussion about Barry's Corner.

The Task Force members were questioning whether Harvard should be responsible for hiring the consultant to do the survey needs assessment and whether or not there will be a conflict of interest.

Mary-Helen Black explained that the consultant will be hired by Harvard and there will be a process in place. The consultant will work with the Survey Needs Assessment Committee. She said that the final report will be sent out from the consultant to Harvard, BRA and the Task Force.

There was a discussion about the streetscape improvements on North Harvard St and further discussion about Barry's Corner.

There was a discussion about housing and the Ed Portal as well as transportation. John Bruno asked for a possible meeting with the MBTA.

The meeting adjourned at 8:40pm.

Planning Activities in 2008 in North Allston/Brighton Neighborhood

Planning Activities	Community Group	Harvard or City Agency Responsibility
Harvard Master Plan IMP Review	Harvard Allston Task Force	BRA and Harvard
Community Benefits Master Plan	Harvard Allston Task Force	BRA and Harvard
Construction Mitigation	Harvard Allston Task Force Subcommittee	Harvard, BTM, ISD, Neighborhood Services
Harvard Master Plan MEPA Review	Citizens Advisory Committee (CAC)	MEPA and Harvard
West of Barry's Corner Plan for Harvard land	Community Meetings	Harvard
BRA NANSP Implementation	Community Meetings	BRA
Streetscape (Western and N. Harvard)	Community Meetings	BTM, BRA, and Harvard
Implementation of Science Cooperation Agreement	Survey Advisory Committee Education Portal Board Partnership Advisory Committee Library Park Design Process	Harvard, BRA
Charlesview Plan Review	BRA Impact Advisory Group (IAG)	BRA

Proposal for Schedule Approach in 2008

Task Force Process

Schedule: 1x a month

Harvard Master Plan IMP Review

Community Benefits Master Plan

Construction Mitigation

Community Process

Schedule: 1x a month

West of Barry's Corner Plan for Harvard land

BRA NANSP Implementation

Library Park design

Streetscape

Citizens Advisory Committee (CAC) for MEPA

Schedule: TBD- (Approximately 4x in 2008)

Harvard Master Plan MEPA Review

Charlesview Impact Advisory Group (IAG)

Schedule: TBD

Charlesview Plan Review

Subcommittees/Advisory Boards

Schedule: TBD- as agreed upon by participants

Survey Advisory Committee

Education Portal Board

Partnership Advisory Committee

Library Park Design Process

Task Force Meeting Schedule

Schedule	Master Plan	Community Benefits	Survey
February	Overview of the schedule and process	Proposed process for CB	<i>Consultant Selection</i>
March	IMP discussion and 5-10 year project list <i>5-10 year project list</i>	Transformative Project study approach- brainstorming and discuss study w/consultant	
April	BRA scoping meeting – Ayers Saint Gross to listen <i>BRA scoping determination</i>		<i>Survey Development – updates at large forum</i>
May		Large Forum - run by survey consultant	
June	Master Plan Update		
July		Large Forum - run by survey consultant	<i>Survey – updates at large forum</i>
August	Master Plan Update	<i>Initial Community Benefits Concepts</i>	
September		Transformative Project Discussion/other CB discussion	
Fall 08	<i>Master Plan discussions IMP to BRA</i>	<i>CB discussions Transformative Project Analysis recommendations (informed by the survey results) Draft Community Benefits Master Plan (informed by the survey results)</i>	Survey Results
Winter 08/09	Comment Period (60 days) Adequacy Determination	Discussion of CB proposal Final CB Master Plan and Cooperation Agreement	

Community Meeting Schedule

Schedule	West of Barry's Corner Planning	Library Park	Public Realm	Citizens Advisory Committee (CAC)	Charlesview (IAG)
February					PNF submitted
March				Kickoff meeting	Scoping Meetings
April	Kickoff to lay out process Retail/Open Space/Housing/ Transportation Public Charette		Initial Barry's Corner improvements for the Education Portal		
May		Design Charrette (large group)			
June	Retail/Transportation Discussion	small group to meet to develop alternative concepts	Streetscape for Western and North Harvard St.		
July	Open Space Discussion				
August	Housing Discussion				
Fall 08	Alternative Plan Concepts	Alternative Concepts (large group meeting) Draft Design (large group meeting)		CAC meetings	
Winter 08/09	Proposed Plan	Final Park Design			
Spring 09	Rezoning				

