

Neighborhood Liaison Committee Meeting 3/30/18

In attendance: Adam McClure (HRS parent & neighbor), Randy Morris (NSC), Karen Coronna (NSC), Rosanna Mucetti (HRS), Crystal Land (HRS), Jerry Mullaney (HRS), Mary Fahey (HRS), Jennifer Beeson (HRS)

- **Introductions**
- **Summer School program overview: Mikki Frazier, HRS Director of Programs**
 - Mikki presented an overview of the summer program (how many children the program serves, where students reside, etc.). She shared how the program communicates with parents about transportation; namely the website, email communications, and video.
 - Mikki highlighted the fact that a large group of summer employees receive extensive training each year, and that dozens of employees assist the daily pick-up and drop-off process on Lincoln Avenue to insure that traffic flows smoothly and safely.

Neighbor Feedback:

- **Generator/Bouncy house noise:** Randy mentioned that generators brought on campus to inflate bouncy houses create significant noise for neighbors. Mary said that the School had been requesting lower horsepower/quieter generators and will make every attempt to request lower hp generators moving forward. Mikki noted that the frequency of bouncy houses on campus has been dramatically reduced in an effort to reduce noise. Jennifer will add a statement about the School's efforts to use quieter generators to the Noise portion of the website.
- **Quality of traffic monitors:** Randy expressed concern about the quality of traffic monitors, who are often seen looking at phones while on duty. Mikki says she will address this in the 2-day training she conducts for her staff.
- **General:** Randy suggested the School add some historical background on the Summer Program to the neighbor website to offer context for neighbors, particularly as we gear up for another year.
- **Website Update** - Mary and Jennifer went over the enhancements made to the neighbor webpage, per prior feedback. Adam suggested minor tweaks to highlight specific pieces of info, and suggested we add a facilities/special events "bucket."
- **Fire Management Update** - Jerry gave a brief update on fire prevention plans, including bringing goats on-campus to consume vegetation in addition to regular facilities maintenance. Randy thought it would be a good idea to state that the former LCC is included as part of the School's fire vegetation management plan.
- **Deliveries** - Randy stated that neighbors have been alerting him to what appears to be more frequent deliveries at the Gatehouse on Lincoln Avenue. Per HRS's Conditions of Approval, all deliveries must be made at the back gate on Whittle Ave. Karen circulated two images of large delivery trucks parked in front of the Gatehouse. Jerry explained that drivers are rerouted when trying to deliver to the Gatehouse, unless staff is occupied and unaware that they are attempting to make a delivery. Jerry shared a memo sent to all

contractors, specifically stating the delivery instructions. He will consider issuing another reminder of the protocol. Randy wondered how bulk delivery is defined. Jerry assured neighbors that when any subsequent delivery drop-offs happen on Lincoln, Mary will contact the vendor and remind them of rules. Jennifer will add a statement to the delivery section outlining how we respond to deliveries that are not supposed to go to Lincoln Avenue. HRS will also ask contractors to bring smaller trucks.

- **Emergency Preparedness**

- Randy stated that there was a question about whether Head-Royce has an Emergency Preparedness Plan. Apparently the City said the School did not when neighbors had inquired in the past. Mary explained that as part of our CUP approval process, the School is required to submit its Plan each year. Randy suggested HRS get the City to acknowledge receipt moving forward. Jerry distributed a copy of the Emergency Preparedness Plan to Randy, Karen and Adam for their review.

- **Master Plan Update:** Rosanna stated there has been recent progress on the school's Master Plan and proposed a meeting of Friday, April 20th, at 7:30am to preview with the NLC before the school shares the plan with the broader community. Randy expressed interest and hope in partnering in productive ways. He suggested that HRS work on developing a process for addressing potential neighbor concerns regarding the plan. Committee members agreed to meet on April 20th as proposed, in advance of the April 25 full neighborhood meeting.