

Construction Management Plan

DRAFT: FOR PERMITTING REVIEW ONLY

164 Essex Street, Melrose, MA

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Prepared for:
City of Melrose
Zoning Board of Appeals

Project Developer
Cedar Park Development LLC

General Contractor
Szecon Development Inc

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1. GENERAL PROJECT INFORMATION

1.1 Purpose of Plan

This Construction Management Plan is intended to provide a preliminary outline of anticipated construction processes for the proposed development of 164 Essex Street, Melrose, MA. Until final project particulars are finalized, this report should be considered a preliminary draft and used for consultation purposes for the permitting process and consideration of proposed conditions only.

This plan is intended to supplement the civil engineering and geotechnical engineering plans and reports for this project, and these documents represent the governing policy for this project.

1.2 Project Description

The project site is located at 164 Essex Street in Melrose, Massachusetts. The site has residential abutters to the north (Pondfield at Cedar Park Condominium), east (Essex Street residences), and south (The Residence at Melrose Station), so management of construction impacts is of paramount importance. The project consists of site work associated with excavation of the site to prepare for the construction of a 76-unit rental apartment building.

Project construction will comply with all state and federal regulations and requirements, as well as any local standards that are not waived through the 40B process.

2. CONSTRUCTION DURATION AND TIMELINE

Project construction will commence within a reasonable time after all necessary entitlements and approvals are obtained. The exact duration of construction will be determined by many factors, but it is presently anticipated to last 18-24 months.

To minimize impacts on the surrounding neighborhood, roadway network, and to provide a safe pedestrian environment, it is expected that construction will occur in 5 overall phases:

PHASE I: Site Mobilization and Protection

- Mobilize excavation equipment
- Establish construction entrance
- Install erosion control measures per the SWPPP
- Establish and mark limits of work
- Install site security, fencing, and signage

PHASE II: Excavation

- Site excavation & preparation for building foundation and infrastructure

- Connect site utilities
- Install drainage systems
- Demobilize most excavation equipment

PHASE III: Foundation Construction and Superstructure

- Building foundation and superstructure construction
- Establishment of fire controls to allow construction occupancy of the buildings and contractor parking in the building garage
- Construct driveways and parking areas (base coat)

PHASE IV: Interior Finishes and Site Improvements

- Building interior construction
- Complete finish coat of driveways and parking areas
- Complete site landscaping and amenities spaces, install curbing, restore Essex Street as needed

PHASE V: Demobilization

- Removal of equipment from the site
- Removal of construction fencing and erosion controls
- Final inspections
- Implementation of permanent stormwater management controls
- Final preparations for occupancy

3. UTILITY CONNECTIONS

Utilities for this project will be provided by tying into existing public infrastructure in Essex Street. Utility work within public streets will be completed in a safe and expeditious manner, working in conjunction with the utility companies, Melrose DPW, and the Melrose Police and Fire Departments. All necessary street excavation and connection permits will be in place prior to work commencing. A safety and traffic plan will be reviewed with the Melrose Police Department and all necessary traffic control measures will be utilized during the work.

4. PRE-CONSTRUCTION

4.1 Meetings with Municipal Departments

Prior to the commencement of construction, a pre-construction meeting will be held with City of Melrose engineering, building, public works, fire, and police departments.

4.2 Site Walk

A site walk will be scheduled with City staff to review erosion control measures and limits of work to ensure all areas are well marked and clearly protected prior to the commencement of construction.

4.3 Stormwater Pollution Protection Plan (SWPPP)

Szecon Development shall review the SWPPP, prepare, and submit any necessary state or federal permit applications. Prior to the start of construction activities, all required erosion control measures shall be installed as shown on the construction documents and per the SWPPP. These measures shall be inspected in accordance with the plan. Szecon Development is responsible for the maintenance of these measures for the duration of the project. All state stormwater management standards shall be complied with.

4.4 Rodent Control

Prior to any demolition, excavation, or construction, Szecon Development will initiate a rodent control program, which will be filed with the Melrose Health Department. The rodent control program will be prepared under an agreement with a licensed pest control firm. A preliminary site inspection will be conducted to assess current rodent infestation (if any). It is Szecon Development's intent to meet or exceed Massachusetts State Sanitary Code, Chapter 11, 105 CMR 410.550 and the State Building Code, Section 108.6.

Rodent control measures will be in-place prior to, during, and following construction activities. The program will include performance of extermination and control procedures on a regular basis, and placement of tamper resistant bait boxes around the perimeter of the site. Additional rodent inspection monitoring and treatment will be carried out before, during, and at completion of foundation work for the proposed project.

5. PROJECT LOGISTICS

5.1 Work Hours

Project construction hours shall comply with all applicable City ordinances, including deliveries and mobilization time:

Monday – Saturday: 7:00 AM – 6:00 PM

If work outside of standard hours becomes necessary, approval shall be obtained from the City of Melrose, and all other relevant authorities. No construction will be conducted on State or Federal holidays. No work is anticipated on Sundays.

In the event a temporary overage is anticipated, the project construction manager shall contact the City authority having jurisdiction immediately and advise regarding the amount of time required and reason the overage has been incurred and request special permission for outside of regular construction hours work.

Due to the Project's location within a residential/business neighborhood and with the limited areas for material storage, the project team will introduce just in time deliveries to mitigate the need for material lay-down areas. Due to the proximity of residential/business neighbors, care will be taken to coordinate these deliveries.

5.2 Erosion and Dust Control

Szecon Development is responsible for the implementation of the SWPPP as well as any other erosion control measures listed in the construction documents. Prior to the start of construction activities, all required erosion control measures shall be installed as shown on the construction documents and per the SWPPP. These measures shall be visually inspected on a regular basis and after rain events as required by the plan. Szecon Development is responsible for the maintenance of these measures for the duration of the project. Particular attention must be paid to stockpiled materials.

Szecon Development is required to provide and maintain a stabilized construction entrance, which is to be maintained and repaired/replaced as necessary throughout the duration of the project, or until pavement is installed at this entrance. Szecon Development shall provide street sweeping when silt or sediment is tracked onto public streets in accordance with the SWPPP. Wetting agents will be used regularly to control and suppress dust created by construction activities.

To reduce emission of dust the project will adhere to several strictly enforced mitigation measures, including the following:

- Wetting agents will be used as needed to control and suppress dust.
- All trucks for transportation of construction debris will be covered by a tarp and their wheels cleaned before exiting the site.
- Construction debris will be placed in debris containers and will be removed from the site on a regular basis.
- Storage of construction debris will be within the fenced-in site.
- Construction practices will be monitored to ensure that unnecessary transfers and mechanical disturbances of loose materials are minimized and that any emissions of dust are negligible.
- Accumulation of soils on the construction site will be minimized.

5.3 Concrete Washout

Concrete trucks will not be allowed to wash out or discharge surplus concrete on site to uncontrolled areas. The designated washout locations will be established and stabilized. Areas will be managed and spoils will be crushed or recycled when needed.

5.4 Spill Prevention and Response

Szecon Development is responsible for the proper cleanup of any accidental spills or leaks of materials on site during construction. The necessary equipment and materials needed in the event of a spill or leak shall be kept on site at all times. Containment, removal, and report of the spill shall be in conformity with local, state, and federal regulations.

5.5 Truck Access, Truck Routes, and Deliveries

Access to the project site shall be coordinated so as to minimize traffic impacts during weekday morning and evening rush hours. No construction vehicles will be allowed to park on Essex Street unless work is being conducted on the street and is coordinated with City officials in accordance with local regulations. A construction entrance and tracking pad shall be installed in accordance with the SWPPP and the construction entrance shall be well marked for drivers.

The exact trucking route for any materials needed for site work will depend on where such materials are sourced from or exported to, and area roadways posted with Heavy Commercial Vehicle restrictions. The primary trucking routes for site earthwork and excavation will additionally depend on the trucking contractor that is selected. Presently, the primary trucking routes for site earthwork and excavation are expected to include 1) a right-turn onto West Emerson Street, a right-turn onto Main Street and a left-turn onto Upham Street, proceeding through Saugus to Route 1, 2) a right-turn onto West Emerson Street, a left-turn onto Main Street, proceeding through Wakefield to Interstate 95 and 3) a through movement to Tremont Street, a left-turn onto Franklin Street, proceeding through Stoneham to Interstate 93.

Sourcing of import material shall be through known vendors with bills of lading to confirm uncontaminated material import. The final building timeline will also determine when material is imported/exported. The final selection of truck routes will be based on minimizing truck activity in residential neighborhoods, using specific roads where trucks are permitted, and access to major highways.

Truck routes and timing of deliveries shall be scheduled to avoid conflicts with school bus routes, the start and end of the school day, peak commuter traffic, and published MBTA Commuter Rail line schedules. Truck traffic will vary throughout the construction period depending on the work activity.

All oversized truck deliveries will be coordinated with Melrose Police and DPW for any temporary lane closures that may be necessary.

Subcontractors and vendors will be required to coordinate deliveries with the on-site management team at least 24 hours in advance. The coordination effort will be to establish a delivery and pick-up schedule on weekdays. All attempts will be made to source materials locally to minimize traffic impacts to the community. Any site access, including deliveries, oversized vehicles, and cranes that may result in temporary disruption of public streets shall be coordinated with the Melrose officials in accordance with all applicable local regulations.

Construction truck access to and from the Project site for contractor personnel, supplies, materials, equipment, and removal of excavated materials/recyclables/waste required for the Project are expected to be accommodated via the truck routes noted below. These routes will be adopted contractually and mandated as a part of all Subcontracts for the Project.

5.6. Lane Closures

The project construction activities most likely to require temporary lane closures will be clustered around construction Phases II and III. These include oversize deliveries of building materials, and/or crane arrival and removal. To the extent feasible, deliveries will be arranged to coincide with each other to minimize the need for multiple instances of lane closure. All lane closures, if necessary, would impact the southbound travel lane of Essex Street only and are not expected to require any traffic detours.

In the event there is need for lane closures, permission will be arranged with Melrose Police, with notice to DPW. Police details will be arranged as may be required by Melrose Police. Best efforts will be employed to avoid lane closures during weekday AM and PM peak traffic periods (7-9am and 4-6pm).

In no event will these specified procedures be deviated from except for unanticipated circumstances or emergencies, and in these cases only with permission by Melrose officials.

5.7 Other Essex Street Occupancies

Street occupancies (if/when required) will affect Essex Street. Throughout the duration of construction, street occupancies may include the following:

- Deliveries
- Construction Fencing and other Barriers
- Cones
- Construction Gates
- Temporary Barricades
- Pedestrian Detour Signage
- Vehicle Guide Signage

Street occupancies are expected to primarily impact portions of Essex Street outside of the travel lanes. Rerouting of pedestrian traffic to the other side of the street may be necessary on a small number of days throughout construction. A temporary crosswalk will be used on the south side of the job site and the existing crosswalk on the north side will be used to route pedestrians back to the west side of the street.

5.8 Perimeter Protection/Public Safety

Szecon Development will work to ensure staging areas minimize impact to pedestrian and vehicular flow. Secure fencing and barricades will be used to isolate construction areas from

pedestrian and vehicular traffic around the site. In addition, sidewalk areas and walkways near construction activities will be well marked to protect pedestrians and ensure their safety. Proper signage as required by the City of Melrose will be installed and regularly updated as site conditions change during the construction process.

Police detail officers will be provided as necessary to facilitate traffic flow and pedestrian safety. Construction procedures will be designed to meet all Occupational Safety and Health Administration (OSHA) safety standards for specific site construction activities.

Safety on Site

All subcontractors working on site shall provide and maintain all safety measures, procedures, and documentation as required by governing agencies. The jobsite will be enclosed by temporary fencing. Required sight lines will be maintained at the construction entrance.

Prior to the start of work by any subcontractor a Hazard Risk Assessment Plan is reviewed. During this review all potential hazardous work requirements and the safety plans required to mitigate these risks are confirmed. Construction procedures will be designed to meet all Occupational Safety and Health Administration (OSHA) safety standards for specific site construction activities. With the support of Szecon Development, all subcontractors will implement and manage their own Health and Safety program for the project. All site personnel will be subject to the safety orientation and identification guidelines and processes established by Szecon Development.

Access to the site for emergency vehicles will be maintained at all times through construction site personnel or Knox Box access with a marked point of access. The proposed site logistics plan is designed to isolate the construction while providing safe access for pedestrians and automobiles during normal day to day activities and emergencies.

Fire hazards and safety during construction are typically addressed in an NFPA 241 Construction Fire Safety Plan. An NFPA 241 plan will be prepared and submitted to the Melrose Fire Department prior to construction.

5.9 Signage

Site signage will be utilized throughout the construction area to provide safety instructions, vehicular direction, and provide protection of area not to be impacted by construction activities. Signage will be maintained and updated as construction progresses.

Signage will direct pedestrians, residents, and visitors around the site as well as direct truck traffic and deliveries. Proper signage will be placed at every corner of the site as well as areas that may be confusing to pedestrians and vehicle drivers. In addition, signage will contain the following:

- Official address of the site.
- The Owner and the intended use of the Project.

- The General Contractor's corporate name.
- The telephone number of the General Contractor's on-site office.
- The General Contractor's email and/or website information, if applicable

The signs shall be installed in construction Phase I at locations to be confirmed with City officials, and shall be maintained throughout the entire Project construction length. The signs shall not be removed until the project's Certificate of Occupancy is approved, and all site work is complete.

5.10 Debris Removal and Materials Handling

Construction dumpsters will be provided throughout the project. Trash and debris should be put in the dumpster on a regular basis and not stockpiled elsewhere. Protective measures will be taken to ensure the weather does not carry debris on to adjacent properties. Dumpsters must be removed from the site regularly and whenever full, with the trash removal arrangement to be filed with the Melrose Health Department. Dumpsters must be secured with odor and dust control measures.

Szecon Development will take an active role regarding the processing and recycling of construction waste. The disposal contract will include specification requirements that will ensure that construction procedures allow for the necessary segregation, reprocessing, reuse, and recycling of materials. For those materials that cannot be recycled, solid waste will be transported in covered trucks to an approved solid waste facility, per the Department of Environmental Protection (DEP) Regulations for Solid Waste Facilities, 310 CMR 16.00. This requirement will be specified in the disposal contract. Construction will be conducted so that materials that may be used on the Project are segregated from the materials not recyclable. Non-recyclable materials will be disposed at an approved solid waste facility.

During site development activities, it is anticipated that on-site refueling of machinery will be required. Szecon Development will obtain the necessary onsite refueling permit prior to commencing site development activities. Fuel will likely be needed for temporary heat on the interior of the buildings and/or the exterior façade and the appropriate permits/inspections will be obtained from the plumbing inspector and fire department.

5.11 Noise and Impacts on Adjoining Properties

Reasonable measures will be taken to control unnecessary noise during construction activities. Such measures include:

- Ongoing maintenance of exhaust mufflers
- Use of low sulfur fuels
- Using less noisy specific construction operations and techniques where feasible (e.g., mixing concrete off-site instead of on-site, use of "white noise" back up alarms)
- Scheduling equipment operations to keep average levels low, to synchronize noisiest operations with times of highest ambient levels, and to maintain uniform noise levels

- Turning off idling equipment
- Utilize saw-cutting methods in lieu of jack hammering where feasible
- Turning off equipment when not in use
- Maintain radio volume at an acceptable level
- Locating noisy equipment away from sensitive areas and property lines
- Not allowing for trucks and equipment to be run outside of working hours

Normal construction noise resulting from OSHA requirements (i.e. audible alarms, etc.) should be anticipated. To the extent necessary to obtain compliance with applicable noise ordinances or regulations, noise attenuation barriers may be considered.

Methods that Szecon Development may use to control other nuisance or odor emissions associated with project construction include, without limitation:

- Improving site drainage in order to minimize standing water remaining in excavated areas, and pumping collected groundwater to sump locations
- Covering stockpiles of excavated material with polyethylene sheeting (or other methods to control erosion) and securing it with sandbags or an equivalent method to prevent the cover from being dislodged by the wind
- Reducing the amount of time that excavated material is exposed to the open atmosphere.
- Maintaining the construction site free of trash, garbage, and debris
- Methods that shall be used by Szecon Development to control nuisance odors associated with diesel emissions from construction equipment include:
 - Turning off diesel combustion engines on construction equipment not in active use and on dump trucks that are waiting to load or unload material
 - Locating combustion engines away from sensitive receptors such as fresh air intakes, air conditioners, and windows

5.12 Snow Removal

Szecon Development is responsible for snow removal and maintenance of the jobsite. Snow is to be piled at safe levels and should not interfere with erosion control areas. To the extent required, excess snow must be trucked off site and disposed of in accordance with all legal requirements. Under no condition will snow be removed from the site onto Essex Street or other public property.

5.13 Contractor Parking

During certain limited stages of project construction when on-site presence of contractors is highest (estimated 1-2 months of total), it is anticipated that arrangements will need to be made for offsite contractor parking and coordination of shuttle access to the site. Szecon Development has several available sites in Melrose where offsite parking can be handled.