

**BELMONT MIDDLE and HIGH SCHOOL BUILDING COMMITTEE**

**Final Meeting Minutes  
Thursday, March 14, 2024  
Virtual Zoom Meeting  
8:00 AM**

**RECEIVED  
TOWN CLERK  
BELMONT, MA**

DATE: May 1, 2024  
TIME: 2:31 PM

**Meeting #174**

*Committee Members Virtually Attending:*

Chair Lovallo; Members: Emma Thurston, Patrice Garvin, Pat Bruschi, Dave Blazon, Tom Caputo, Joel Mooney, Jamie Shea, Bob McLaughlin, Chris Messer, Mike McAllister, Amy Zuccarello

*Absent Members:* Joe DeStefano, Diane Miller

*Members who left the meeting early:* Jamie Shea (left at 8:30)

*Others in attendance:* Jennifer Hewitt, Finance Director

*From CHA:* Tom Gatzunis, Sandra Saccone, Justin Ferdenzi, Tony DelGreco

*From Perkins+Will:* Vital Albuquerque, Brian Spangler

*From Skanska:* Adrian Majewski, Mike Morrison

**I. Call to Order**

The meeting was called to order at 8:02 a.m. by Chair Lovallo. He thanked Matt and the Belmont Media Center for their technical support. He explained the remote meeting protocol, e.g., votes will be taken via roll call, state your name before speaking, mute computers, etc. Meeting materials were sent out this week and those materials will be posted on the BMHSBC website, shortly after the meeting. He also advised residents that they can click into the meeting during public comment time by pressing #9 or by “raising” the hand icon.

Chair Lovallo took attendance via roll call and reviewed the agenda, noting that there will be an Executive Session (ES) at the close of the public meeting; the need for Executive Session remains. He then turned to the first item on the agenda.

**II. Next Building Committee Meetings**

Thursday      Apr. 11, 2024                      at 8:00 AM      Virtual              [175]

Chair Lovallo noted that he will send out future Committee meeting dates soon.

### **III. Minutes of Previous Meetings: Review and Approve**

*Mr. McLaughlin moved:* To approve the Minutes of 2/15/2024, as amended. The motion passed via a roll call vote of 10-0-1. (Yes: Thurston, Bruschi, Blazon, Caputo, Mooney, McLaughlin, Messer, McAllister, Zuccarello, Lovallo, Abstain: Shea)

### **IV. Project Closeout Schedule Update**

Mr. Ferdenzi noted several complete items. He provided a brief update on PV and noted that the baseball dugouts are ready to be installed. Several Skanska items will be complete in April and he noted several closeout items that Skanska is currently working on (e.g., as-builts, attic stock, training of owners personnel, PCOs, and final billing). Closeout is underway with the MSBA (e.g., initial submittal for audit, reviews, final audits) - and the closeout process has been finished with the Planning Board and with the Conservation Committee (ConCom).

Committee members asked clarifying questions. Ms. Shea noted that BHS students would like to more fully understand how the building is energized and how much energy is captured. Mr. Blazon is happy to meet with the students. Chair Lovallo noted that the topic of Building Energy Performance will be discussed when the Committee meets next on April 11. Perhaps the students can watch that portion of the meeting.

### **V. ConCom Update and Landscape Design Services Approval**

Chair Lovallo thanked ConCom and the Select Board concerning their recent meeting to discuss the North side of the Pond's walking path. The Building Committee is responsible for this section of the walking path, he informed the Committee, although it does not have the resources to address this section of the path. The Select Board put forth that Town Engineer Glenn Clancy will help create a preliminary design to deal with this section of the walking path and Town Meeting will vote on the design and to approve the necessary funding with CPA funds. Ms. Garvin confirmed this information and stated that she is not sure of the Town Meeting date at this time.

Chair Lovallo noted that the Committee will provide resources (to complete the preliminary design of the walking path) by offering its Landscape designer to assist Mr. Clancy with his design. Warner Larsen seemed positive about providing landscape resources. He requested a motion that would allow this to proceed.

*Mr. McLaughlin moved:* To authorize Chair Lovallo and Ms. Bruschi to negotiate/engage with the Landscape designer to create a preliminary design, conditional that funds are available to do so, and they (Warner Larson) do not exceed the

agreed upon amount.

The motion passed via a roll call vote of 12-0-0. (Yes: Thurston, Garvin, Bruschi, Blazon, Caputo, Mooney, Shea, McLaughlin, Messer, McAllister, Zuccarello, Lovallo)

## **VI. Contractor Work to Complete Summary**

Mr. Morrison noted that several items are currently being worked on and were worked on in February (including over February vacation). He stated that it makes sense that some items will be monetized as a credit back to the project for work not complete. The monetary value of these items will be agreed upon next month.

## **VII. Committee Work to Complete Summary**

Chair Lovallo reviewed a short list of items that need to be completed (and are beyond Skanska's scope of work). He noted that this list is very similar to last month's list; in some cases the costs have been adjusted. There is one addition to the list which is a field coupler hose nozzle (\$1,000). The total of these items is now \$162,000. Chair Lovallo added that the cost of these items will come out of what remains in the Contingency Fund.

## **VIII. Update on Project Cost Events**

Mr. Ferdenzi provided the monthly project cost report update. He reviewed the additional funding sources (e.g., Covid Cares Act, ARPA funding, Builders Risk Insurance, Belmont Light Credit). Chair Lovallo noted where some additional funding numbers were adjusted. In answer to a question from Ms. Bruschi, Ms. Hewitt explained why the Cares Act funding was reduced. Mr. Ferdenzi then referenced the Project Contingency History numbers. Chair Lovallo explained the process by which the MSBA Pro Pay system is reimbursing for this project. He added that the tax payor burden is currently at \$214M, which is on track.

Mr. Ferdenzie next reviewed the components that comprise the "revised projected totals". He summarized the amount of today's PCCO as well as those PCOs currently under review. The Contractor's payment application was briefly discussed.

## **IX. PO for LCN (\$310.00) Approval**

Ms. Saccone explained the LCN PO. There is a need to add wireless access points and LCN will need to return to the school to install/connect the wireless access in the teacher's lounge area.

*Mr. McLaughlin moved:* To approve the PO for LCN in the amount of \$310.00. The motion passed unanimously via a roll call vote of 11-0-0. (Yes: Thurston,

Garvin, Brusch, Blazon, Caputo, Mooney, McLaughlin, Messer, McAllister, Zuccarello, Lovallo)

## **X. Prime Contract Change Order Approval**

Mr. Spangler reviewed several items from PCCO #68: a lighting fixture credit, White Field House (WFH) support costs for cutting/capping utilities, heat trace controller and conduit, WFH pipe credit, and a credit to the owner's insurance as a result of a generator repair.

*Mr. McLaughlin moved:* To approve PCCO #68, in the credited amount of \$28,650.00.

The motion passed unanimously via a roll call vote of 11-0-0. (Yes: Thurston, Garvin, Brusch, Blazon, Caputo, Mooney, McLaughlin, Messer, McAllister, Zuccarello, Lovallo)

## **XI. Treasurer's Report/Update**

Mr. McAllister informed the Committee that the following Invoices are ready for their approval:

### *First Grouping: Vendor Invoices*

<b>Civic Plus</b>	<b>\$1,647.84</b>	(website maintenance)
<b>CCS</b> relocation)	<b>\$3,469.00</b>	(Phase 2 smart board
<b>CCS</b>	<b>\$1,389.00</b>	(Phase 2 IT cover plates)
<b>CCS</b> middle school)	<b>\$128,653.00</b>	(Phase 2 smart boards for
<b>WB Mason</b>	<b>\$14,056.00</b>	(furniture packages)
<b>WB Mason</b>	<b>\$10,666.48</b>	(furniture packages)
<b>WB Mason</b>	<b>\$2,141.00</b>	(furniture packages)
<b>WB Mason</b>	<b>\$1,601.33</b>	(furniture packages)

*Mr. McLaughlin moved:* To approve the above eight *Vendor* Invoices.

The motion passed unanimously via a roll call vote of 10-0-0. (Yes: Thurston, Brusch, Blazon, Caputo, Mooney, McLaughlin, Messer, McAllister, Zuccarello, Lovallo)

### *Second Grouping: Consultants*

<b>CHA</b> closeout)	<b>\$20,000.00</b>	(OPM monthly draw for
<b>CHA</b>	<b>\$5,197.50</b>	(IDS for energy monitoring)



Zuccarello, Lovallo)

[See Separate Document for Executive Session Minutes.]

**XVI. Related Meeting Documents**

Update Closeout List of Activities (CHA)  
Outstanding Punchlist Items by Contractor  
Construction Activities Beyond Skanska's Scope of Work  
Combined Punchlist Update (CHA)  
Total Project Cost Summary and related documents  
LCN Price Quote  
Prime Contract Change Order #68

**XVII. End**

The Chair ended the Executive Session meeting (and thus the Open Session) at 9:40 a.m., following a motion made by Mr. McLaughlin.

Respectfully submitted by:

Lisa Gibalerio

Approved:

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Chris Messer, Secretary

\_\_\_\_\_  
Date

FINAL

