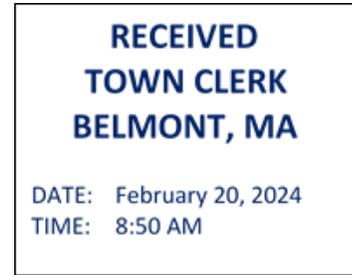


**BELMONT MIDDLE and HIGH SCHOOL BUILDING COMMITTEE**  
**Final Meeting Minutes**  
**Thursday, January 18, 2024**  
**Virtual Zoom Meeting**  
**8:00 AM**



**Meeting #171**

*Committee Members Virtually Attending:*

Chair Lovallo; Members Emma Thurston, Pat Bruschi, Dave Blazon, Tom Caputo, Joel Mooney, Jamie Shea (left early), Bob McLaughlin, Chris Messer, Joe DeStefano (left early), Mike McAllister

*Absent Members:* Diane Miller, Amy Zuccarello, Patrice Garvin

*Members who left the meeting early:* Jamie Shea, Joe DeStefano

*From CHA:* Tom Gatzunis, Don White, Tony DelGreco

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

*From Skanska:* Adrian Majewski, James Chung, Mike Morrison

**I. Call to Order**

The meeting was called to order at 8:00 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. He turned to the first item on the agenda.

**II. Next Building Committee Meetings**

Thursday	Feb. 15, 2024	at 8:00 AM	Virtual	[172]
Thursday	Mar. 14, 2024	at 8:00 AM	Virtual	[173]
Thursday	Apr. 11, 2024	at 8:00 AM	Virtual	[174]

Chair Lovallo noted that

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

*Mr. McLaughlin moved:* To approve the Minutes of 12/21/2023.  
The motion passed via a roll call vote of 7-0-3. (Yes: Blazon, Caputo, Mooney, McLaughlin, Messer, McAllister, Lovallo, Abstain: Bruschi, Shea, DeStefano)

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

Mr. White spoke about working with the Belmont Light Department on commissioning to get the PV system fully connected. The connection will likely be made today, after which PV will be fully energized. Concerning the White Field House (WFH), the building is down and so that is completed. The dugout canopies have been ordered and are on schedule for installation in March.

He noted work that was done over winter break to complete punch list items. Remaining items are being reviewed with Skanska. In some cases, monetized value will be accepted as a credit back to the project. Change orders are being negotiated on a weekly basis and will hopefully be finished up by the end of February. Regulatory close out with ConCom is in process and hopefully will be settled in March.

He then spoke to the LEED documentation, noting that it is an ongoing process – one that will continue for the next several months. MSBA closeout will start to begin in earnest later in the Spring. He said he expects a lot of back and forth with the MSBA and it will likely take a year for this close out to be complete. Chair Lovallo noted that the building is performing very well with regard to energy usage and expects, in March, a more formal PV/energy usage report will be issued.

Mr. Spangler spoke to the LEED close out process which is a combined effort among the consultants – it's a full team effort, he explained.

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

Mr. White reviewed the punch list summary document among each of the major trades and contractors; it totals about \$30K. Chair Lovallo thanked the team members involved in this process. He then explained (in answer to a question from Mr. Caputo) how the work will be managed by CHA and not Belmont town departments.

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

Mr. White reviewed a short list of items that need to be completed (and are beyond Skanska's scope of work):

- Dugout canopies \$65,000
- Added ladder to connect roofs \$20,000
- Barrel washer exhaust \$25,000

These items total: \$110,000.

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

Mr. White provided the monthly project cost report update. He reviewed the projection side of the document and noted the impacts to the cost exposure log. He next reviewed the larger budget numbers (construction dollars), as well as the projected final costs and the funding sources that are available. The builder's risk insurance policy shows as an additional credit this month. He then clarified the *current projected final cost value completion* column.

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Chair Lovallo explained where the \$110,000 funding will come from for funding the work outside of Skanska's contract. The project is 99.9 percent complete from a construction billing perspective.

Mr. White reviewed the change orders, PCCOs, and revised projected totals – building off the previous GMP and reflected on the cost exposure log. Chair Lovallo noted that \$30,000 will be held back for punch list items. He added that the budget has remained the same and continues to be on track.

### VIII. Prime Contract Change Order Approval

Mr. Spangler reviewed several of the items on this PCCO: tissue paper dispenser relocation (in restrooms), pedestal for the Brendan Grant memorial, removal of pad and capping for irrigation, change in zoning for public address system, and a credit for \$7,000 on a past change order. Committee members asked clarifying questions (Mr. McLaughlin asked about the cost of the relocation for dispensers in the restrooms).

*Mr. McLaughlin moved:* To approve PCCO #64, in the amount of a \$23,134.00.  
The motion passed unanimously via a roll call vote of 9-0-0. (Yes: Thurston, Bruschi, Blazon, Caputo, Mooney, McLaughlin, Messer, McAllister, Lovallo)

Chair Lovallo noted that this PCCO is associated with PV; it is a no-cost item. Mr. Morrison explained that this relates to roof penetration testing. There was an allowance available for test grips.

*Mr. McLaughlin moved:* To approve PCCO #65, in the amount of a \$0.00, as noted above.  
The motion passed unanimously via a roll call vote of 9-0-0. (Yes: Thurston, Bruschi, Blazon, Caputo, Mooney, McLaughlin, Messer, McAllister, Lovallo)

### IX. Treasurer's Report/Update

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

#### *First Grouping: Vendor Services*

- |                               |                   |  |
|-------------------------------|-------------------|--|
| • <b>AET</b>                  | <b>\$1,929.48</b> | (furnishings and equipment)                |
| • <b>Belmont Facilities</b>   | <b>\$698.00</b>   | (maker space equipment)                    |
| • <b>Boston Kiln</b><br>Kiln) | <b>\$1,865.00</b> | (moving a Kiln and installation of another |

*Mr. McLaughlin moved:* To approve the above three *Vendor Service* Invoices.  
The motion passed unanimously via a roll call vote of 9-0-0. (Yes: Thurston, Bruschi, Blazon, Caputo, Mooney, McLaughlin, Messer, McAllister, Lovallo)

#### *Second Grouping: Consultants*

- |                           |                    |                                  |
|---------------------------|--------------------|----------------------------------|
| • <b>CHA</b>              | <b>\$20,000.00</b> | (OPM monthly draw for close out) |
| • <b>CHA</b>              | <b>\$2,835.00</b>  | (McPhail testing)                |
| • <b>Perkins and Will</b> | <b>\$20,000.00</b> | (design team close out)          |

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- **Solar Design Associates**                      **\$9,787.50**                      (PV design)

*Mr. McLaughlin moved:* To approve the above four *Consultant* Invoices. The motion passed unanimously via a roll call vote of 9-0-0. (Yes: Thurston, Bruschi, Blazon, Caputo, Mooney, McLaughlin, Messer, McAllister, Lovallo)

*Third Grouping: Contractor Invoices*

- **Skanska (Pay Application #68)**      **\$676,836.00**                      (monthly construction closeout)
- **Skanska (Pay Application #69)**      **\$56,902.00**                      (monthly PV)

*Mr. McLaughlin moved:* To approve Skanska’s Pay Applications #68 and #69, as noted above. The motion passed unanimously via a roll call vote of 9-0-0 (Yes: Thurston, Bruschi, Blazon, Caputo, Mooney, McLaughlin, Messer, McAllister, Lovallo)

**X. Comments from Belmont Residents**

Ms. Pargoli asked about the electric bill for this project and what amount does the town need to pay. She also asked about the fees related to the dugouts. She then asked about the \$20K payment to CHA. Chair Lovallo responded:

- he will report out the monthly billings for electricity in March
- the Brendan Grant Foundation has not paid for anything and he explained the process that has unfolded concerning the delivery and installation of dugouts and canopies
- CHA is billing for the close out phase and this will terminate around March

Ms. Stephanie spoke about the WFH outstanding work. Chair Lovallo explained that there are no outstanding costs related to the demolition, however, some of the invoices are still coming through. She then asked (CHA) about the cost estimates related to the WFH. Mr. Gatzunis provided a detailed explanation about the contract and labor dollars.

**XI. New Business/Other**

None.

**XII. Entertain a Motion to Proceed to Executive Session**

Chair Lovallo requested a motion to enter into Executive Session for the explicit reason to discuss strategy with respect to litigation, which is demonstrably likely, and which, if discussed in open meeting, would have a detrimental effect on the litigation position.

**XIII. Roll Call Vote for Executive Session**

*Mr. McLaughlin moved:* To enter into Executive Session at 9:07 AM to discuss strategy with respect to possible litigation, which is demonstrably likely, and which, if discussed in open meeting, would have a detrimental effect on the litigation position. Chair Lovallo added that the Committee will not return to Open Session.

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