

UNDERWOOD POOL PROJECT
Belmont, Massachusetts

2014 NOV -4 AM 9:30

BELMONT UNDERWOOD POOL BUILDING COMMITTEE

MINUTES OF MEETING

September 11, 2014

Belmont Town Hall – Conference Room 1

Attending:

Underwood Pool Building Committee (UPBC) –Anne Paulsen (Chair), Adam Dash (Vice Chair and Warrant Committee member), Ellen Schreiber (Secretary), Bob Phillips, Kristi Armstrong

Also in attendance – Peter Castanino (Director DPW and UPBC liaison), Gerald Boyle (Director Facilities), Tom Scarlata (BH+A), Deborah Marai (PCI), Mike Widmer (Town Moderator), member of the press

Call to Order: Anne Paulsen called the meeting to order at 7:39 p.m.

Action items are highlighted.

1. Review of Minutes from Previous UPBC Meetings

- Ellen Schreiber moved to approve the minutes of the 7/9/14, 8/14/14, 8/21/14 and 9/2/14 UPBC meeting; Bob Phillips seconded and the motion carried unanimously. Adam Dash abstained from the vote on the 7/9/14 minutes.

2. Review of PCI and BH+A Invoices

- Steve Sala forwarded his approval of PCI's August invoice and BH+A's July invoice.
- Bob Phillips moved to approve PCI's August invoice (total \$7,365.79) and BH+A's July invoice (total \$41,440); Kristi Armstrong seconded and the motion carried unanimously.

3. Discussion of Extension of the Low Bid and Action Items

- Anne Paulsen reported on activity since the 9/2/14 UPBC meeting.
 - Deborah Marai reached out to the current low bidder, New England Builders and Contractors, Inc. (NEB).
 - ❖ NEB agreed to hold their bid number until 10/31/14.
 - ❖ This gives the UPBC time to work through options to move the project forward.
 - ❖ NEB has been very responsive; they understand how important the Underwood Pool is to the Town.
 - ❖ NEB stated that winter conditions is included in their bid number.
 - ❖ NEB forwarded a proposed schedule from their pool subcontractor showing construction through the winter. Tom Scarlata said he has worked with NEB on a successful project with a similar project schedule.
 - UPBC members met with the Board of Selectmen on 9/3/14.
 - ❖ Board of Selectmen asked the UPBC to redesign to reduce the cost of the project and/or fundraise.
 - ❖ Anne Paulsen reported the Chair of the Board of Selectmen is willing to call a special Town Meeting before the end of October. Determination of a need for a special Town Meeting depends on the results of fundraising.
 - Ellen Schreiber has commenced a fundraising campaign; see below.
- Ellen Schreiber reported that she is getting a lot of feedback from residents who want to see the Underwood Pool project realized as designed.
- ***PCI to check references for NEB.***
- ***PCI to ask GWV, second lowest bidder; ask if they will hold their bid until 10/31/14.***
- ***PCI to commence with existing condition survey of abutters.***

- Per the Planning Board's requirement to get baseline readings, Peter Castanino reported the noise ratings were completed by the Police Department – 2 separate readings during the day and 2 at night, after the pool was closed for the season but with all equipment running. **Peter Castanino will forward results to UPBC.**
- Gerry Boyle suggested NEB be asked for schedule of values. Tom Scarlata noted the schedule of values is typically submitted after award of contract. **PCI will inquire.**

4. Discussion of Fundraising Campaign

- Ellen Schreiber reported the Board of Selectmen charged the UPBC with doing some fundraising to establish public-private partnerships for the Underwood Pool project. There have been several developments on this front.
 - Embarked on a 2 part campaign – a major donor campaign, and a grass roots component that provides the opportunity for anyone to participate at any level.
 - The message is that every dollar counts.
 - Website will be part of the grass roots campaign, which will be launched in the next couple of days. (www.underwoodpool.com)
 - Met with Belmont Savings Bank earlier this week. This morning, Bob Mahoney of Belmont Savings Bank offered a matching grant of \$200K – match dollar for dollar on funds raised up to \$200K. In addition to being amazing community partners and incredibly generous, the Bank's offer also provides the incentive for participation.
 - Fundraising campaign will be paid privately, not through the Underwood Pool project.
 - Publicizing is important. Belmont Savings Bank has offered to help. Ellen asked for UPBC members to help with the communication. Every day the construction contract award is delayed is a potential pool day lost.
 - Donations are tax deductible and donations are restricted for use for the Underwood Pool project.
- Anne Paulsen said that the UPBC is grateful to Ellen for stepping up on this.

5. Upcoming UPBC Meetings

- UPBC does not need to meet to approve action that bonds be returned to bidders. Once decision is known regarding award of the construction contract, **Peter Castanino will return bonds by the 9/26/14 deadline.**
- UPBC does need to meet to award construction contract.
- Tentative meeting scheduled for 10/9/14.

6. Meeting Adjourned

- Adam Dash made a motion to adjourn the meeting, Kristi Armstrong seconded the motion. The UPBC voted unanimously to adjourn the meeting at 8:07 p.m.

Adjourned: The meeting was adjourned at 8:07 p.m.

Next UPBC Meeting Dates:

- Tentative: Thursday, October 9, 2014

Upcoming Milestones:

- September 26, 2014: return bonds to bidders who have not agreed to hold bids longer
- October 31, 2014: NEB will hold bid number until this date

Attachments:

- PCI: UPBC Meeting Discussion Point

Respectfully Submitted, Deborah Marai, Pinck & Co. Inc.