

BELMONT MIDDLE and HIGH SCHOOL BUILDING COMMITTEE
FINAL MEETING MINUTES
Wednesday, September 23, 2020
Virtual Zoom Meeting
8:00 AM

RECEIVED
TOWN CLERK
BELMONT, MA

DATE: October 19, 2020
TIME: 4:54 PM

Meeting #106

Committee Members Virtually Attending:

Chair Lovallo; Members, Tom Caputo, John Phelan, Mike McAllister, Bob McLaughlin, Ellen Schreiber, Emma Thurston, Steve Dorrance, Joel Mooney, Jon Marshall, Kate Bowen, Joe DeStefano, Chris Messer, Diane Miller,

From Daedalus: Tom Gatzunis, Sandra Saccone, Justin Ferdenzi

From Perkins+Will: Brooke Trivas, Vital Albuquerque, Christina Strid

From Skanska: Mike Loring, Mark Moore

BALA representatives: Ed Dolan, Kevin Caddle

Members Absent: Patrice Garvin, Jamie Shea, Pat Brusch

I. Call to Order

The meeting was called to order at 8:00 a.m. by Chair Lovallo. He explained the remote meeting protocol, e.g., state your name before speaking, mute computers, and he explained how the Committee will vote, etc. Meeting materials will be posted on the BMHSBC website, after the meeting. He also advised residents that they can click into the meeting during resident comment time by “raising their hand” or by pressing #9.

Chair Lovallo took attendance via roll call and then reviewed the agenda. He noted that Ms. Shea cannot attend the Wednesday morning meetings because of her teaching schedule. He suggested that perhaps a few Friday morning meetings could be worked into the schedule. The date of Friday, November 13 was put forth as a possibility, in lieu of the Wed., Nov. 18 meeting.

II. Furniture, Fixtures and Equipment (FFE) Update

Ms. Trivas provided an update on the FFE process. She noted that Ms. Brusch has been very active throughout the FFE process, however, Ms. Brusch could not be at this morning’s meeting.

Ms. Trivas said the Schedule, Budget, and Next Steps will be reviewed today. Installation of FFE happens twice – once at the end of the high school phase and then again at the end of the middle school phase.

Ms. Strid reviewed the schedule and budget. Perkins and Will is working with the FFE group on cost reduction options. Three out of seven milestones have been completed. She reviewed a timeline of what will occur over the next few months. Concerning budget, FFE is tracking at \$465,957 over budget. She reviewed several other budget numbers – including the budget summary, current fee

budget estimate, theater equipment, and the subtotal of the total FFE budget. Ms. Trivas noted that there is the potential for cost saving measures.

Chair Lovallo explained the MSBA's role in this process with regard to the reimbursement of \$1,200 per student (noting that the *actual* FFE cost will be closer to \$1,700 per student). If the numbers need to be adjusted, it will come from the Owners Contingency budget. Ms. Trivas added that absorbing the theater equipment (an adjustment in the FFE scope at \$342,000) has put FFE over budget, otherwise, things have been on track.

Ms. Schreiber asked about auditorium and drama equipment versus the theater equipment. Ms. Strid provided some clarifying information. Ms. Schreiber then asked about donated and grant allowed FFE items. Chair Lovallo noted where the MSBA might make an adjustment. Mr. Gatzunis added that the numbers are being adjusted throughout the process. Mr. Messer offered that perhaps the theater equipment should not be on a separate line item as it looks like "optional" spending. Ms. Schreiber agreed.

The Committee asked clarifying questions concerning the FFE budget as well as the role of and impact on the contingency fund.

Next, Ms. Strid reviewed the preliminary design, the design selection, and the budget process. Selections are based on what is allowed in the budget. She then discussed the selection process and the Furniture Fair – which will hopefully be held in October. Chair Lovallo noted that the Furniture Fair needs to be planned for now. Because of COVID, it will look different than it has in the past. Mr. Gatzunis added details as to what the Furniture Fair might look like this year, under pandemic circumstances.

Ms. Strid then noted that a furniture selection meeting and a thorough budget review meeting will happen after the Furniture Fair. In December, the "finishes sign-off" will occur. She then discussed the overall FFE schedule and calendar milestones. Ms. Bowen requested that the Committee see video of real people sitting in the chairs, etc. The vendor videos tend to be promotional rather than showing real life use.

III. Minutes of Previous Meetings

Mr. Mooney moved: To approve the Minutes of 9/09/20.

The motion passed unanimously.

IV. Building Ventilation

Mr. Albuquerque introduced the BALA representatives (pertaining to HVAC system strategies for improving indoor air quality): Mr. Ed Dolan and Mr. Kevin Caddle. Mr. Caddle began by describing the following systems:

- Mixed/Recirculation Air System (uses outdoor air and mixes in with indoor air)
- Dedicated Outside Air System (outdoor air is filtered)
- VAV/Chilled Beam Units
- Administration VRF Fan Coil Units (delivers mixed air to the space)

He discussed the emphasis on energy efficiency. These systems are designed to code – which means

they are designed to temper, move, and heat and cool the air. They are able to monitor occupancy of the spaces by measuring carbon-dioxide outputs. Mr. Dolan added some information about the Chilled Beam system and the VRF Fan system.

Chair Lovallo informed the Committee about the well field's role and the cooling dominance of the building. This was briefly discussed.

Mr. Caddle then discussed COVID's impact on the guidelines concerning ventilation. He noted that there is a lot of guidance out there informing this area, including the Harvard School of Public Health's Chan report. Treatment and filtration of circulated air as well as adding more outside air are all being explored. Mixed air systems were then discussed, e.g., MERV, ventilation rates in excess of code requirements. Also, he explained the control strategies: demand control override, extended hours of operation, pressurized control. Next he reviewed the Increased Ventilation options, noting that they are based on outside air conditions and a wide range of indoor conditions. System modifications include bipolar ionization and Ultra Violet-C (UV-C) - which treats recirculated air.

Mr. Caddle then explained the Dedicated Outside Air System Strategies. Mr. Dolan added information about the filters and the pressurization controls. He noted that bringing in outside air expends a lot of energy. He explained how the contaminants are broken down.

Mr. Caddle then provided more information on the VAV/Chilled Beam Units Strategies and the Fan Coil Strategies. He discussed the frequency of changing the MERV 13 filters, Ductless Units, and the Extended Hours of Operation.

Chair Lovallo summarized that this presentation layers in several options for building ventilation.

Committee Questions/Comments

Mr. Mooney requested that this material be summarized in a "table format" which might make the information more accessible for community residents. He noted that the level of criteria could be made available in a more clear format.

Ms. Bowen mentioned the issue of operable windows. She discussed several factors impacting the windows as well as the importance of achieving the goals of *both* energy and health.

V. Comments from Belmont Residents

Mr. Thayer asked about simulations and the adverse energy impact. Chair Lovallo responded with some background information.

Chair Lovallo read aloud several questions pertaining to building ventilation, energy efficiency, and the overall impact to building operations, etc. There was general Committee agreement that this summarized the questions that need to be addressed. Chair Lovallo requested if the Committee agreed that he should direct Perkins & Will to engage in this additional effort to address the questions in front of the Committee at a future meeting; there was general Committee agreement in favor of this proposal.

VI. Next Full Building Committee Meetings

(Note that several of these meeting dates are still to be decided among alternatives.)

Wednesday	Oct. 14, 2020	at 8:00 a.m.	Virtual	[107]
<u>or</u>				
Friday	Oct. 16, 2020	at 8:00 a.m.	Virtual	
Wednesday	Nov. 18, 2020	at 8:00 a.m.	Virtual	[108]
Wednesday	Dec. 16, 2020	at 8:00 a.m.	Virtual	[109]
<u>or</u>				
Friday	Dec. 18, 2020	at 8:00 a.m.	Virtual	

VII. New Business/Other

None.

VIII. Related Meeting Documents

1. FFE Presentation Update
2. BALA HVAC System Presentation

IX. Adjournment

The meeting ended at 10:01 a.m. by Mr. Mooney.

Respectfully submitted by:

Lisa Gibalerio

Approved:	<u>Christopher R. Messer</u>	<u>10/19/2020</u>
	Chris Messer, Secretary	Date