

**BELMONT MIDDLE and HIGH SCHOOL BUILDING COMMITTEE**  
**Final Meeting Minutes**  
**Thursday, September 23, 2021**  
**Virtual Zoom Meeting**  
**8:00 AM**

**RECEIVED**  
**TOWN CLERK**  
**BELMONT, MA**

DATE: October 20, 2021  
TIME: 10:21 AM

**Meeting #128**

*Committee Members Virtually Attending:*

Chair Lovallo; Members Tom Caputo, John Phelan, Bob McLaughlin, Emma Thurston, Joel Mooney, Ellen Schreiber, Joe DeStefano (left early), Mike McAllister, Patrice Garvin, David Blazon, Diane Miller, Kate Bowen, Chris Messer, Pat Bruschi, Jamie Shea

*From Daedalus:* Tom Gatzunis, Don White, Justin Ferdenzi, Tony DelGreco

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

*From Skanska:* Mike Loring, Jim Craft

*Members Absent:* none

**I. Call to Order**

The meeting was called to order at 8:00 a.m. by Chair Lovallo. He thanked Jeff at the Belmont Media Center for the technical support. 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, shortly after the meeting. He also advised residents that they can click into the meeting during resident comment time by pressing #9.

Chair Lovallo took attendance via roll call, reviewed the agenda, and turned to the first item on the agenda.

**II. Next Building Committee Meetings**

Thursday	October 14, 2021	at 8:00 AM	Virtual	[129]
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**III. Minutes of Previous Meetings**

*Mr. McLaughlin moved:* To approve the Minutes of 9/10/21.

The motion passed unanimously via a roll call vote of 12-0-3. (Yes: Thurston, Garvin, Miller, Blazon, Caputo, Mooney, Bowen, McLaughlin, Messer, McAllister, Schreiber, Lovallo; Abstain Bruschi, DeStefano, and Shea)

**IV. Update on Public Open House Tours**

Superintendent Phelan began by stating that there will be two afternoon tours in October and a full-day tour on Saturday, October, 23. The afternoon dates will be announced soon. The black box and pool

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should be a part of the upcoming tours.

### *Ethics Training*

Chair Lovallo reminded Committee members to complete the Ethics Training Course that was recently sent out from the Town Clerk's Office.

## **V. Planning for West of Harris Field Design and Construction**

Chair Lovallo updated the Committee on the potential plans for the area West of Harris Field and the process (going forward) for the placement of an ice rink. The design, he said, is not finished. It is now time to revisit this issue, complete the design, engage with the public, and bid it out. He stated that in addition to meeting with the public, the Building Committee should also meet with the School Committee. Design meetings need to be scheduled with the design team consultants. The bidding process, scope and budget will be discussed at the first meeting with the consultants and will not be discussed today. He briefly touched on the preliminary timeline plans to develop the field and discuss usage for West of Harris Field.

The Committee asked clarifying questions concerning the area West of Harris Field and the rink project.

Chair Lovallo stated that he will be in touch with the Committee on dates of meetings. He will also reach out to Selectman Epstein and the School Committee concerning these meetings.

## **VI. Summary of Project Change Orders Approved**

Chair Lovallo noted that the Committee received a spreadsheet summarizing the 23 change orders that have been approved. Each and every change order has been discussed at previous meetings. Mr. McLaughlin offered that the Committee needs to know how it is that these change orders exist. Chair Lovallo reiterated that these change orders have already been discussed and approved. However, another more detailed meeting can be scheduled to review the decision-making process. Ms. Schreiber stated that the details should be discussed in a public forum so that the public better understands the rationale and the decision-making process.

Mr. Ferdenzi explained how the spreadsheet is laid out, i.e., cost by trade (structural, site, utilities, etc.), reason for change, code assignments (design issues, etc.), condition variances, and scope adjustments by owner or by a third party. In answer to a question from Mr. Caputo, Mr. Gatzunis provided more information on the scope adjustments. He used the water drainage issue as an example. Mr. Caputo said that the *reasons* why some of these were not anticipated - is something that he would like to explore in more detail. Mr. Gatzunis then described the process by which CHA reviews the changes, categorizing the changes, and presents them to Perkins and Will, etc. He explained the role of the MSBA in reviewing the change order list and determining the ones that are eligible for reimbursement.

Ms. Schreiber raised several questions about the scope assignments. Chair Lovallo discussed the adding of sub-columns to the scope section of the document. Mr. Albuquerque provided additional information on scope assignment. Ms. Brusch added that this is only the second time Belmont has had to create and submit a change order sheet to the MSBA (the prior was for Wellington), and this change

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order includes four categories as well as trades. This summary sheet document must be submitted according to the MSBA's format specifications; this is how the MSBA wants to see the change orders, she explained. Chair Lovallo added that the document can be tweaked so that it is more customized for the Committee.

Mr. Ferdenzi explained the line item entitled "Construction Contract Amount (without GMP Contingency)." Chair Lovallo noted that the categories, e.g., structural, site, utilities, plumbing, misc., etc. have been allotted percentages by category.

#### *Committee Discussion of Change Order Summary Sheet*

Mr. McLaughlin explained the concept of "standard of a care." Mr. Albuquerque briefly discussed "value added." Ms. Schreiber requested more information on how to use this change order summary spreadsheet as a tool for going forward. She suggested that the Committee should be asking if these issues have been dealt with for Phase 2. Mr. McLaughlin agreed and said that looking back at the change order reasons/amounts, etc. would be valuable, as well. In answer to Mr. Caputo's question, Mr. White explained how the PCOs are reviewed. Mr. Caputo asked about the tapping of owner contingencies versus other contingency funds. Chair Lovallo clarified that all of the contingency funds are taxpayer money. None of the funds have been exceeded, nor has the budget. Mr. Gatzunis added that if the contingencies are not spent, they remain in the various accounts. He explained the Budget Revision Request process: BRR.

Chair Lovallo reviewed ways in which the Change Order summary sheet document can be tailored for the Committee and discussed at another public meeting. He will reach out to Ms. Schreiber and Mr. McLaughlin (and the full Committee) for assistance in adjusting the summary sheet.

Superintendent Phelan acknowledged the Committee for several years of incredibly hard work on the project. He added that with many complexities, including the pandemic – the school was opened on time. Ms. Trivas agreed.

#### **VII. Update on Action Items from August 17, 2021 Public Forum**

Chair Lovallo shared a document that summarized the Action Items from the Public Forum held on 8/17/21. The document describes the 11 items, identifies the responsible groups, and lays out a timeline for responding. The list was reviewed line by line and Committee members offered comments.

Mr. McLaughlin provided some general information on the property damage claim submitted by a resident. Mr. White discussed the light-pole bases and sidewalk-width compliance issue. Mr. Gatzunis noted that this issue of elevated light pole bases is not specific to Belmont.

#### **VIII. Comments from Belmont Residents**

Mr. Boroumand offered comments on the intersection of Goden/Concord Ave. and the large vehicles that are traversing the area. He said the public was not informed of the plans concerning this intersection. The homes near this intersection are experiencing blinking lights all day and all night. What is the solution to this? And, concerning the noise, it is constant. He also expressed concern about the traffic patterns. Data was supposed to be collected and that is not happening. The neighbors

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are collecting the data, not the consultants.

Chair Lovallo provided some information to Mr. Boroumand. He acknowledged some of the points raised. Mr. Boroumand followed up with additional concerns about the blinking lights. Who, he asked, can I make a request to concerning dimming the lights?

#### **IX. New Business/Other**

None.

#### **X. Related Meeting Documents**


1. Harris Field – Scope and Timelines
2. Action Items and Timeline
3. Summary Sheet of Change Orders to Date

#### **XI. Adjournment**

The Chair ended the meeting at 10:00 a.m., following a motion made by Mr. McLaughlin.

Respectfully submitted by:

Lisa Gibalerio

Approved:	 Chris Messer, Secretary	<u>10/20/2021</u> Date
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