

BELMONT MIDDLE and HIGH SCHOOL BUILDING COMMITTEE

Final Meeting Minutes Wednesday, April 13, 2022 Virtual Zoom Meeting 8:00 AM

**RECEIVED
TOWN CLERK
BELMONT, MA**

DATE: May 2, 2022
TIME: 9:39 AM

Meeting #141

Committee Members Virtually Attending:

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

From CHA: Don White, Tom Gatzunis, Justin Ferdenzi, Tony DelGreco

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

From Skanska: Paige Matthews, Dan Lanneville

Members Absent:

I. Call to Order

The meeting was called to order at 8:01 a.m. by Chair Lovallo. He thanked Jeff 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 yesterday 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 resident comment time by pressing #9 or by “raising” the hand icon.

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

II. Next Building Committee Meetings

Chair Lovallo review topics that would be covered during the following meetings:

Wednesday	Apr. 28, 2022	at 7:00 PM	Virtual	[142]
Friday	May 13, 2022	at 8:00 AM	Virtual	[143]
Thursday	June 9, 2022	at 8:00 AM	Virtual	[144]

III. Committee Updates for the Community

Chair Lovallo noted that he receives a lot of emails from residents and that there is some confusion out there in the community. It’s hard to get the full context of what happens at a meeting as residents are not attending every meeting or are arriving late. He noted several opportunities to update the community, e.g., at Select Board meetings, bringing back the PR/Communications subgroup, or working hard and responding to all the emails. Mr. Hansell, BMC Executive Director, suggested that a

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brief video could be created after each meeting (which summarizes the highlights) and distributed on social media, twitter, etc. The Committee discussed these various options. Chair Lovallo will speak with Ms. Miller concerning brief BMC video updates (which will summarize the BMHSBC meetings or specific BMHSBC topics).

IV. Minutes of Previous Meetings

Mr. McLaughlin moved: To approve of the Minutes of 3/9/22.

The motion passed via a roll call vote of 13-0-2. (Yes: Thurston, Garvin, Bruschi, Miller, Blazon, Caputo, Mooney, McLaughlin, Shea, DeStefano, McAllister, Schreiber, Lovallo; Abstain: Messer, Bowen)

V. OPM, Designer and Construction Manager Updates

Chair Lovallo stated that this is a new agenda item, one that will highlight what the Design, OPM and Construction Management Teams have been working on throughout the last month.

Mr. Gatzunis provided the OPM updates, e.g., punch list, contingency re-fresh, budget updates, requisition review reconciliation, coordination of work over April vacation, PV consultants, and oversight of geotechnical testing.

Mr. Spangler provided the Perkins and Will updates, e.g., weekly observation reports, weekly meetings with Facilities Director, and they are on the site daily.

Ms. Matthews provided the Skanska updates, e.g., project management, coordination with all subcontractors, field supervision, and oversight/management of the change orders.

VII. Update on Project Cost Events

Mr. White provided the update on the project costs. He discussed how the forecasting of budget items occurs. Chair Lovallo noted that community updates on payments versus projected costs need to be included on this document. The PCCOs were briefly discussed, including the negative value on the Owner's Construction Contingency. Chair Lovallo discussed the final projected GMP value. Mr. White noted that the insurance claims will impact the net value.

Committee members asked questions about the contingencies – will they be balanced out, will they be reallocated, where do the MSBA reimbursements fit into this, will the project's own insurance offset the insurance claim, and how the cash flow works. Selectman Epstein added that the Treasurer (Mr. Carman) will do the final borrowing for this project in the middle of May.

VIII. Discussion of Pending Changes

Mr. Spangler reviewed the Pending Revision Log. This log changes daily, he explained, and is updated each month in order to clarify design changes.

VIII. Change Order Approval

PCCO #33

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Mr. Spangler reviewed some of the larger items on this PCCO, e.g., stairs 5 and 6, installation of tile ceilings, fire door adjustments, rugby field edger footings, restroom water feed, temporary parking lot improvements, subgrade excavation improvements for pile driving, light fixtures in the pool area, the adding of illuminated exit signage in auditorium, rooftop mechanical units, sky light materials, delegated design of stair 4 (middle school), removal of existing fire hydrants, CW support angles, Phase 2 low wall supports, and North roadway subgrade improvements.

Chair Lovallo noted that the resolution of these issues is more timely and this number (PCCO#33) is reasonable. Committee members asked clarifying questions concerning various items on this PCCO. Mr. Spangler and others provided context on the adjusted items in this PCCO. The Committee offered suggestions on this process going forward. Of particular interest is to review change orders before they are finalized by the Project team. Chair Lovallo committed to include this component of cost review in future business meetings highlighting the larger-cost items. Ms. Matthews provided additional information on the PCCO.

Mr. McLaughlin moved: To approve PCCO #33, in the amount of \$1,168,218.00.

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

IX. Treasurer's Report/Update

Chair Lovallo informed the Committee that the Town Clerk has said that individual invoices can be bundled together and approved as a group. He noted that he bundled them into three groups: vendors, consultants, and contractor.

Ms. Thurston informed the Committee that the following Invoices are ready for their approval:

First Grouping: Vendor Invoices

Invoice: CCS Presentation Systems (IT Invoice)	\$2,093.00
Invoice: Clean and Safe (FF+E PO custodian)	\$2,695.00
Invoice: NEC (IT PO)	\$156.05
Invoice: Ockers (IT PO)	\$1,683.00
Invoice: UTS (ongoing testing services)	\$5,336.50

Mr. McLaughlin moved: To approve the above Invoices.

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

Second Grouping: Consultant Invoices

Invoice: Anderson & Kreiger (legal)	\$3,031.00
Invoice: Anderson & Kreiger (legal)	\$718.00
Invoice: CHA (monthly draw)	\$132,000.00
Invoice: CHA (MacPhail)	\$6,350.15
Invoice: Perkins and Will (monthly draw)	\$101,558.00

Mr. McLaughlin moved: To approve the above Invoices.

The motion passed unanimously via a roll call vote of 11-0-0. (Yes: Thurston, Brusch, Blazon,

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Caputo, Mooney, Bowen, Messer, McLaughlin, McAllister, Schreiber, Lovallo)

Third Grouping: Contractor Invoice

Invoice: Skanska (Pay Application #39) \$3,608,404.00

Mr. McLaughlin moved: To approve the above Invoice.

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

X. Construction Update

Ms. Matthews provided a brief construction update for work completed in March. She reviewed the items worked on that concern the White Field House locker room renovations and she reviewed Phase 2 items (e.g., under slab, utilities, roadwork, etc.).

She next summarized the work that is happening this month (April 2022), e.g., boiler room roof replacement and Phase 2 structure work. The exterior façade framing has begun.

She showed several progress photos from the site, e.g., HVAC 1 unit, retaining wall, underground plumbing/retention system, installation of radiant piping, interior partitions, wet cure slab, and an aerial photo showing the overall project. Roofing will begin next month (Phase 2).

XI. Project Schedule Update

Ms. Matthews discussed the project schedule, noting that things are tracking well and are on schedule. She noted items that have been completed, items that are ongoing, as well as upcoming milestones.

XII. Approval of New Officer Position (Treasurer)

Chair Lovallo thanked Ms. Thurston for her efforts as the Committee's Treasurer for the past six years. It is a demanding job and Ms. Thurston performed it very well. Ms. Brusch also thanked Ms. Thurston and then nominated Mr. Michael McAllister to be the new Treasurer. Mr. McAllister accepted the nomination.

Ms. Brusch moved: To appoint Mr. Michael McAllister as BMHSBC Treasurer.

The motion passed unanimously via a roll call vote of 9-0-0. (Yes: Thurston, Brusch, Blazon, Mooney, Bowen, McLaughlin, McAllister, Schreiber, Lovallo)

XIII. Comments from Belmont Residents

Ms. Pargoli asked several questions. She began with a question about the overtime and who is paying for it, she asked about state reimbursements, the \$238K on PCCO #33, and she commented about the contaminated soil as well as the fact that it rains a lot in New England. Chair Lovallo provided responses.

Selectman Epstein read an email from Mr. Carman, Town Treasurer, concerning the borrowing of \$12M. He asked what items will not be included in the remaining budget, e.g., White Field House and the west of Harris Field area. He asked if more debt should be issued. The Select Board, he said, will
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discuss this at its meeting on 4/25/2022. Mr. McLaughlin provided some background information on the issue of the timing and the amount of the borrowing. This issue was briefly explored.

XIV. New Business/Other

None.

XVI. Related Meeting Documents


1. Total Project Cost Summary
2. CHA, P&W, and Skanska Activities 2022
3. Perkins & Will: Pending Document Revisions Log
4. Prime Contract Change Order #33
5. Middle and High School Project Construction Update
6. Project Schedule Update

XVII. Adjournment

The Chair ended the meeting at 10:18 a.m., following a motion made by Mr. McLaughlin.

Respectfully submitted by:

Lisa Gibalerio

Approved:		<u>5/1/2022</u>
	Chris Messer, Secretary	Date