

**Preliminary Rink Design Committee (PRDC)
Joint Meeting with the Permanent Building Advisory Committee (PBAC)
Final Meeting Minutes
Thursday, December 16, 2021
Virtual Zoom Meeting
7:30 AM**

**RECEIVED
TOWN CLERK
BELMONT, MA**

DATE: February 23, 2022
TIME: 8:24 AM

Preliminary Rink Design Committee (PRDC) Members Virtually Attending:

Mark Haley, William Shea, Stephen Sala (arrived late), Tom Caputo, Dante Muzzioli, Meg Moriarty, Frank French

Permanent Building Advisory Committee (PBAC) Members Virtually Attending:

Mark Haley, William Shea, Stephen Sala (arrived late), Pat Bruschi, Bill Lovallo, Joel Mooney, Bob McLaughlin

Others in Attendance: Town Clerk Cushman

PBAC Chair Bruschi noted that this is a Joint meeting of the Permanent Building Advisory Committee and the Preliminary Rink Design Committee. The Preliminary Rink Design Committee was appointed by the Select Board on Monday evening, 12/13/2021.

I. Call to Order of the Permanent Building Advisory Committee (PBAC)

The PBAC meeting was called to order at 7:32 a.m. by PBAC Chair Bruschi.

II. Call to Order of the Preliminary Rink Design Committee (PRDC)

The Preliminary Rink Design Committee was called to order at 7:32 a.m. by PBAC Chair Bruschi.

PBAC Chair Bruschi took attendance of both committees; she requested that the Rink Design Committee members indicate if they have been sworn in. All had been sworn in.

III. Approval of Minutes for Previous PBAC Meeting

Mr. McLaughlin moved: To approve of the PBAC Minutes of Feb. 13, 2020, (as amended to reflect that Mr. Lovallo was in fact, in attendance).

The motion passed via a roll call vote of 5-0-1. (Yes:, William Shea, Pat Bruschi, Bill Lovallo, Joel Mooney, Bob McLaughlin, Abstain: Mark Haley)

IV. Introduction of Committee Members

PBAC Chair Bruschi began by introducing members of the Permanent Building Advisory Committee, noting what other Committees that PBAC members also serve on. She noted that the PBAC is ready to assist and offer support to the Preliminary Rink Design Committee.

She then introduced the members of the Preliminary Rink Design Committee, noting what other Committees that members also serve on.

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V. Discussion of the *Charge* for the Preliminary Rink Design Committee

PBAC Chair Brusch began by noting that had the Fall 2021 Town Meeting (TM) occurred, a request to form a Building Committee to design a rink would have been put forth. However, TM was not called. The rink is currently in very bad shape and is on borrowed time. The Rink Fundraising Committee have been working throughout the Fall. (Fundraising is *not the charge* of this committee.)

The goal of this committee concerns putting into place a Feasibility study and new rink design – schematic design (30% design), and cost estimates. The Feasibility Study, Schematic Design and cost estimates are needed in order to create a formal Rink Building Committee. The charge of this Rink Committee is to do a feasibility study, to create a preliminary design, to create a schematic design, and to present these findings at the Spring 2022 Town Meeting. Also, she continued, the charge includes hiring an Owner's Project Manager (OPM) and an Architect.

She then explained the process for advertising and hiring for an OPM and an Architect. The process takes about six weeks. She also explained what is involved with a feasibility study. After that, a program is needed and there are things that need to be in place around the program. The program falls under the purview of the School Dept and the Select Board (*not* the Rink Design Committee). The program is given to the OPM and the Architect. They will likely ask questions about it.

PBAC Chair Brusch answered a question concerning who owns the existing Rink reports, materials and where they might be located.

In May, PBAC Chair Brusch continued, the project will be handed over to the formal Rink Building Committee, which is appointed by the Town Moderator.

VI. Role of the Permanent Building Advisory Committee in this Specific Process

PBAC Chair Brusch explained how PBAC will work with the Rink committee. There are overlapping members, which will be helpful.

VII. Discussion of Next Steps

PBAC Chair Brusch noted that money is available to hire the OPM and Architect (thanks to work on the part of Senator Brownsberger). The money is a grant to the town and under the Select Board's control.

VIII. Organization of Preliminary Rink Design Committee

PBAC Chair Brusch stated that by law this Committee needs a Chair and a Secretary.

Election of Chair

Mr. Muzzioli moved: To nominate Mark Haley as Chair of the Preliminary Rink Design Committee. The motion passed unanimously via a roll call vote of 7-0-0. (Yes: Mark Haley, William Shea, Steve Sala, Tom Caputo, Dante Muzzioli, Meg Moriarty, Frank French)

Election of Vice Chair

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Mr. Haley indicated that it would be helpful to have a Vice Chair.

Mr. French moved: To nominate Dante Muzzioli as Vice Chair of the Preliminary Rink Design Committee. The motion passed unanimously via a roll call vote of 7-0-0. (Yes: Mark Haley, William Shea, Steve Sala, Tom Caputo, Dante Muzzioli, Meg Moriarty, Frank French)

Election of Secretary

Mr. Haley confirmed that the Secretary's duties are to deal with meeting Minutes (i.e., send to Town Clerk's Office and sign the Minutes). PBAC Chair Bruschi agreed and added that on rare occasions the Secretary needs to deal with legal issues.

Mr. Muzzioli moved: To nominate Meg Moriarty as Secretary of the Preliminary Rink Design Committee.

The motion passed unanimously via a roll call vote of 7-0-0. (Yes: Mark Haley, William Shea, Steve Sala, Tom Caputo, Dante Muzzioli, Meg Moriarty, Frank French)

PBAC Chair Bruschi turned the meeting over to PRDC Chair Haley.

Chair Haley suggested that the Rink program be confirmed at this point. Ms. Moriarty agreed that this makes sense as a next step. The program was discussed. Chair Haley noted that the Feasibility schedule needs to be coordinated with what is happening at the White Field House.

In answer to a question, Mr. Caputo explained Perkins and Will's role with the Rink. Although introduced as an option, the public private partnership was deemed not pragmatic. Therefore, the town needed to take action on this project. The rink's orientation/location needed to be identified. The Select Board worked with Perkins and Will's Sport's Complex Group to determine potential new rink locations. This work provided guidance to the High/Middle School Building Committee concerning their plans around the Harris Field area.

Mr. Lovallo provided a brief West of Harris Field update. He explained where work would begin in that area, noting that the jug handle will stay as it is. In June, the lockers will be removed; it's unclear if the Field House will remain. Mr. Muzzioli asked several questions concerning locker placement and removal.

X. Potential Discussion of draft *Request for Qualifications* (RFQ) for Owner's Project Manager

Mr. Haley proposed that he and a subset of Committee members meet as a study group to pull together the various Rink programs and discuss the process for issuing the RFQ for the OPM. The documents that will be useful in this process were briefly discussed.

Mr. Shea stated that he can work on this study group; Mr. Muzzioli will pull together the program documents. The OPM study group will consist of: Mr. Shea, Mr. Sala, and Chair Haley.

IX. Discussion of Future Meeting Dates

The Committee agreed to meet in the morning, most likely at 7:30 AM. The posting requirements
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were briefly explored, given the upcoming holiday season.

XI. Next Meeting:

Thursday, December 30, 2021 at 7:30 AM (virtual)

Ms. Cushman noted that the OPM study group needs to be a “subcommittee”, according to the law, with posted meetings and minutes.

Chair Haley discussed the timing of the OPM process, i.e., issuing the RFQ for both the OPM and Architect, interviewing candidates, etc. PBAC Chair Brusch offered some process details that will help organize the interview schedule. Ms. Moriarty asked about community input on the potential rink program. Mr. Caputo agreed that there should likely be a public forum to discuss the emerging program. The Rec Dept., School Dept., Athletic Director, Public, etc. would all be involved. Mr. Lovallo encouraged the Committee to engage the Superintendent in this process, as well.

Mr. Muzzioli noted that the Belmont Media Center will create an informative video to highlight both the programs and the deficiencies of the Rink. Mr. French added that the Youth Hockey League is working on publicity and fund raising on the rink, as well. Mr. Haley reminded the Committee that this group cannot fundraise or advocate for the debt exclusion.

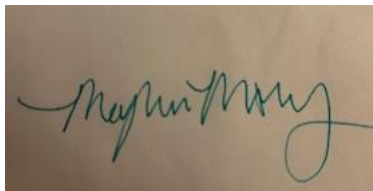
XII. Adjournment

PBAC Chair Brusch ended the PBAC meeting at 8:32 a.m., following a motion made by Mr. McLaughlin. (A unanimous roll call vote was taken.)

Preliminary Rink Design Committee (PRDC) Chair Haley ended the PRDC meeting at 8:32 a.m., following a motion made by Mr. Muzzioli. (A unanimous roll call vote was taken.)

Respectfully submitted by:

Lisa Gibalerio



Approved: _____

2/22/22

Meg Moriarty, Secretary

Date

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