

## **BELMONT PERMANENT BUILDING ADVISORY COMMITTEE**

### **APPROVED MINUTES**

January 14, 2003

The meeting of the Permanent Building Advisory Committee was called to order by Chairman Brusch on January 14, 2003 at 7:30 P.M. Present were: Patricia Brusch, Robert Jones, Robert McLaughlin and Karen Pressey. Joel Mooney, Rick Kobus, and Mark Szpak were absent.

Town Hall Complex Committee: Pat Brusch provided an update on the hard work being done by the Building Committee. The relocation work is nearly completed for Phase I. The 90% independent cost estimates have not yet been received. It looks like there will be a number of change orders for the Phase I part of the project. Money raised by the Drama Club will be used to cover some of the costs in the stage area of the Town Hall. The Clerk of the Works has been hired by Dunham and Sweeney. Dave Hawkins insists that the contract for Phase II be based on the contracts prepared for the Chenery and the Track projects and not the standard boilerplate contract. It is also important for the Fire Department and the Building Inspector to have input on the contract to insure that items specific to Belmont are covered. It is also important that the contract be reviewed by Dave Hawkins. Pat suggested that the Permanent Building Committee prepare a guide for all Building Committees to specify each step required in each phase of a building project and a relative time line. Phase II will be bid at the end of January or in February.

Project Manager: Rob Jones and Joel Mooney have been working on the Project Manager RFP and will circulate a draft to be reviewed by the rest of the committee. We should be able to let the bid by the end of the month.

Fire Stations: Bob McLaughlin reported on the Fire Station projects. Extensive negotiations have been taking place with regard to a Trapelo Road site. They still have not been finalized. Jim Toomey has been hired by the Board of Selectmen to assist with the negotiations and everyone is hopeful of a resolution soon so that work can begin to clarify costs for the project and to get ready for the April Town Meeting.

Wellington School: The current fiscal crisis at the State level and tenuous funding for SBAB have resulted in concern about any reasonable timeframe for addressing the serious conditions that exist at the Wellington. Some discussion is likely at the Capital Budget Committee Meeting on January 30, 2003.

Facility Audit: Pat Brusch and Tom Gatzunis have completed their review of the audit of all Town Buildings and have coded each item by level of priority. Kevin

Looney's office has prepared the prioritized list and will distribute it for review by Permanent Building Committee members. This list should also prove useful to the Capital Budget Committee.

Cemetery: It is hoped that the land transfer from McLean to the Town will take place in mid-February. The Cemetery Commissioners, Acting as the Cemetery Building Committee will then be able to proceed with their long awaited building project. Since Joel Mooney is very busy with the Town Hall Complex Building Committee, Karen Pressey will take his place in representing the Permanent Building Committee on the Cemetery Project.

Next Meeting:        Monday        February 10, 2003        7:30 PM        Town Hall  
Meeting Room 1

Respectfully submitted,

Karen E. Pressey