

BELMONT PERMANENT BUILDING ADVISORY COMMITTEE

MINUTES

July 9, 2003

The meeting of the Permanent Building Advisory Committee was called to order by Pat Brusch on July 9, 2003 at 7:30 P.M. in Meeting Room 1 of the Town Hall. Present were: Patricia Brusch, Robert Jones, Robert McLaughlin, Bill Shea and Karen Pressey. Joel Mooney did not attend because the Town Hall Complex Committee was meeting.

General:

Minutes were approved for June 5, 2003

General: The Committee welcomed Mr. William J. Shea as a new committee member to replace Rick Kobus. One appointment is still pending.

The Moderator, Henry Hall is in the process of appointing the two new Building Committees established at the Town Meeting. They are as follows:

| Fire Stations | Senior Center |
|----------------------|----------------------|
| Bob McLaughlin | Karen Pressey |
| Bill Shea | Rob Jones |
| Linda Oates | Pat Brusch |
| Leo Saidnawey | Mary Ann Johnson |
| Joanne Coakley | Walter Guertin |
| Bill Webster | Lynne Doblin |
| Jay Green | Neil Hegarty |
| David Baldwin | Penny Schafer |
| | Phil Solomon |
| | Susan Burgess |

As Chair of the Permanent Building Committee, Pat will arrange the first meeting for each Committee. The Fire Stations Meeting will be on July 22, 2003 and the Senior Center Meeting will be on July 29, 2003. At the first meeting the committees must elect a Chair, a Vice Chair, a Secretary and a Treasurer.

Pat Brusch and Bob McLaughlin will further research the issue of whether or not the RFP procedure is necessary in the process of selecting the architect for each of these Schematic Design projects. Both Pat and Bob have heard of a number of Towns that have gone directly from the feasibility stage to schematic design using the same architect. Others have gone through Peer Review but not the full RFP procedure. The Committee expressed a preference for the Peer Review procedure.

Temporary Fire Facilities: Bob McLaughlin has gone to one meeting and reports that only one bid came in on the trailer home portion. He will do some checking to see if it is within the normal range for such a purchase.

The Permanent Building Committee will also be responsible for accomplishing the Feasibility Study of the Town Yard in relation to the needs of the new Public Works Department.

Next Meeting: Tuesday August 19, 2003 Meeting Room 1

Respectfully submitted,

Karen Pressey

