

**BELMONT MIDDLE and HIGH SCHOOL BUILDING COMMITTEE**

**Final Meeting Minutes  
Thursday, December 21, 2023  
Virtual Zoom Meeting  
8:00 AM**

**RECEIVED  
TOWN CLERK  
BELMONT, MA**

DATE: February 5, 2024  
TIME: 8:35 AM

**Meeting #170**

*Committee Members Virtually Attending:*

Chair Lovallo; Members Emma Thurston, Patrice Garvin, Dave Blazon, Tom Caputo, Joel Mooney, Jamie Shea (left early due to issues with zoom), Bob McLaughlin, Chris Messer, Mike McAllister, Amy Zuccarello

*Absent Members:* Pat Bruschi, Diane Miller, Joe DeStefano

*Members who left the meeting early:* Jamie Shea, Patrice Garvin, Amy Zuccarello

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

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

*From Skanska:* Adrian Majewski, James Chung, Mike Morrison

**I. Call to Order**

The meeting was called to order at 8:00 a.m. by Chair Lovallo. He thanked Matt 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 this week 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 public comment time by pressing #9 or by “raising” the hand icon.

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

**II. Next Building Committee Meeting**

Thursday Jan. 18, 2024 at 8:00 AM Virtual [171]

Chair Lovallo noted that monthly business meetings should last about an hour. He said he expects to schedule an Executive Session meeting immediately following the January 18 business meeting.

**III. Minutes of Previous Meetings: Review and Approve**

*Mr. McLaughlin moved:* To approve the Minutes of 11/16/2023.  
The motion passed unanimously via a roll call vote of 9-0-0. (Yes: Thurston, Blazon, Caputo, Mooney, McLaughlin, Messer, McAllister, Zuccarello, Lovallo)

*Mr. McLaughlin moved:* To approve the Minutes of 12/07/2023, as amended.

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The motion passed unanimously via a roll call vote of 10-0-0. (Yes: Thurston, Garvin, Blazon, Caputo, Mooney, McLaughlin, Messer, McAllister, Zuccarello, Lovallo)

#### **IV. Project Closeout Schedule Update**

Mr. White summarized the updated “close out list of activities” document, which includes:

- Field work items (e.g., PV, White Field House, dugouts)
- punch lists (e.g., final list, implement final repairs or accept monetized value)
- Skanska contract close out items (e.g., as built and manuals, attic stock turnover, finalizing PCOs, and final billing)
- Regulatory Close out (e.g., Planning Board, ConCom, Final Certificate Occupancy)
- LEED Documentation
- MSBA close out (audit submissions, MSBA reviews, final audit/closeout)

#### **V. Contractor Work to Complete Summary**

Mr. White reviewed the punch-list summary document; Chair Lovallo provided some clarifying details.

Chair Lovallo reviewed the trades that need to be closed out, as well. He noted the specific trades that are in the close out process as well as the monetization values associated with the items that are not yet complete. Mr. Blazon stated that he isn't aware of exactly where we are in the process of closing out the trades; he expressed concern about the incomplete items falling back onto the Facilities Dept. Chair Lovallo clarified that all remaining items will be addressed by the Building Committee, and not left to the Facilities Department. Mr. White noted that some of these items will be worked on next week.

#### **VI. Update on Project Cost Events**

Mr. White provided the monthly project cost report update, focusing on the *current projected final cost value completion* column. He reviewed small adjustments from last month, noting that he is keeping a close eye on the numbers as close out is imminent. He reviewed the larger budget numbers (construction dollars), as well as the projected final costs and the funding sources that are available.

Chair Lovallo noted that there was a ceremony with a moment of silence for James Paul White at the White Field House (WFH) on Monday. He briefly spoke to the life and memory of James Paul White.

Mr. White reviewed the change orders, PCCOs, and revised projected totals as of the 12/18/2023 cost exposure log. He then discussed the requisitions for this month, including where things stand as of today.

#### **VII. Prime Contract Change Order Approval**

Mr. Spangler reviewed several of the items on this PCCO: a net credit of \$19K for removing milling and paving scope and an add at the Goden/Concord intersection, trench drain incident, a net credit of \$11K for tackboard on doorframe, amending the pond path connection, White Field House demolition costs, and the adding of a shelf storage barrier in a Chemistry room.

*Mr. McLaughlin moved:* To approve PCCO #62, in the amount of a \$142,061.00, as noted

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above.

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

Chair Lovallo noted that this PCCO is associated with PV (which is just about to be energized); it is a no-cost item. Mr. Morrison explained that this relates to temporary stair towers that were placed to and from the roof for the purpose of minimizing interaction/disruption with students and staff.

*Mr. McLaughlin moved:* To approve PCCO #63, in the amount of a \$0.00, as noted above. The motion passed unanimously via a roll call vote of 9-0-0. (Yes: Thurston, Garvin, Blazon, Caputo, Mooney, McLaughlin, Messer, McAllister, Lovallo)

### VIII. Approval of Vendor Purchase Order Changes

Ms. Mulligan explained that this (change order) is for AET Labs to provide a more sturdy table (to mitigate vibrations) with storage underneath.

*Mr. McLaughlin moved:* To approve the AET Labs invoice, in the amount of a \$4,042.00 as noted above.

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

### IX. Treasurer's Report/Update

Mr. McAllister informed the Committee that the following Invoices are ready for their approval:

#### *First Grouping: Vendor Services*

- **NEC** **\$1,424.80** (technology)
- **ReStream** **\$4,919.00** (moving supplies)

*Mr. McLaughlin moved:* To approve the above two *Vendor Service* Invoices. The motion passed unanimously via a roll call vote of 8-0-0. (Yes: Thurston, Blazon, Caputo, Mooney, McLaughlin, Messer, McAllister, Lovallo)

#### *Second Grouping: Consultants*

- **Anderson & Kreiger** **\$442.00** (legal fees)
- **CHA** **\$50,000.00** (OPM monthly draw)
- **CHA** **\$11,618.88** (IDS data analysis)
- **Perkins and Will** **\$164,625.00** (design team close out effort and monthly draw)

*Mr. McLaughlin moved:* To approve the above four *Consultant* Invoices. The motion passed unanimously via a roll call vote of 8-0-0. (Yes: Thurston, Blazon, Caputo, Mooney, McLaughlin, Messer, McAllister, Lovallo)

#### *Third Grouping: Contractor Invoices*

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- **Skanska (Pay Application #66)**     **\$1,331,996.00**     (monthly draw)
- **Skanska (Pay Application #67)**     **\$267,968.00**     (monthly PV)

*Mr. McLaughlin moved:* To approve Skanska’s Pay Applications #66 and #67, as noted above. The motion passed unanimously via a roll call vote of 8-0-0 (Yes: Thurston, Blazon, Caputo, Mooney, McLaughlin, Messer, McAllister, Lovallo)

**X. Comments from Belmont Residents**

Ms. Pargoli asked about the WFH demolition costs. Mr. Morrison explained the related costs necessary to complete the work (e.g., demolition, removal of materials, labor, supervision, etc.). She then asked specifically about the costs associated with *supervision*. Mr. Morrison provided more detailed information on the supervision costs (on-site supervision and oversight, etc.).

Mr. Brian Iler, School Street, asked a question pertaining to the Building Committee’s “likely litigation”. Mr. McLaughlin replied that no information (on the litigation) will be provided at this time.

Ms. Pargoli then asked about work that the contractors are not doing or have not done well. Chair Lovallo noted that the town will not have to deal with unfinished business. The Committee will take full responsibility for finishing all aspects of the project.

Ms. Stephanie spoke about the WFH and asked about the total cost for taking it down. Chair Lovallo provided answers.

**XI. New Business/Other**

Chair Lovallo said he will add an Executive Session onto the January 18, 2024 business meeting.

**XII. Related Meeting Documents**

1. Update Close out List of Activities (CHA)
2. Combined Punchlist Update (CHA)
3. Total Project Cost Summary and related documents
4. Prime Contract Change Order #62 and 63
5. AET Labs Quote

**XIII. End**

The Chair ended the meeting at 9:10 a.m., following a motion made by Mr. McLaughlin.

Respectfully submitted by:

Lisa Gibalerio

Approved:   
Chris Messer, Secretary

02/02/2024  
Date

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