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DATE: April 18, 2024
TIME: 8:44 AM

Belmont Public Library Building Committee Meeting

Meeting Minutes Thursday 3/12/24 at 5:00 PM
Zoom Meeting

Building Committee Members

Attending:

Clair Colburn
Kathy Keohane
Sally Martin

CHA – Owner’s Project Manager

David Hurley
Tom Gatzunis
Jake Zelikman

Marcie Schorr Hirsch

Marty Bitner

Stephen Sala

Bob McLaughlin

Christina Marsh

Oudens-ello -- Design Team

Noel Murphy (Architect)

Others:

Lauren Pfendner (Assistant Library Director)

Dave Blazon (Facilities Director)

Others:

(Public)

1. Welcome the public- Clair Colburn welcomed the public and called the meeting to order.
2. Meeting minutes- A motion to approve the meeting minutes from 3/6/24 was made by Bob McLaughlin and seconded by Marty Bitner. Clair Colburn was absent on 3/6/24 so she abstained. The motion carried unanimously.
3. Invoices-
Stantec- 2 invoices totaling \$10,900 were presented. It was noted that this was a not to exceed contract. Stantec verified that they did exceed the upset limit, so their fee was capped based on their contract limit. Bob McLaughlin made a motion to approve these invoices. The motion was seconded by Kathy Keohane. The motion carried unanimously.

Oudens-ello- Oudens-ello invoice number #2301-13 in the amount of \$62,923.62 was presented. Sally Martin made a motion to approve this invoice. The motion was seconded by Bob McLaughlin. The motion carried unanimously.

American Environmental- An invoice in the amount of \$287,660.00 was presented. It was noted that this invoice is for abatement of hazardous materials which has been completed. Kathy Keohane asked whether there was an additional cost to replace the waddles . The waddles contained plastic and therefore needed to be replaced to meet conservation commission requirements. Tom Gatzunis stated that there would be no cost as they installed the wrong type. Kathy Keohane made a motion to approve this invoice. Bob McLaughlin seconded the motion. The motion carried unanimously.

4. Budget- Dave Hurley gave an update that we are still on budget, no changes.
5. Schedule- Dave Hurley gave an update that we are still on schedule, no changes.
6. Construction Update- Dave Hurley gave an update that Demolition is ongoing and is expected to take 3 more weeks. Progress photos were shared with the Committee. Kathy Keohane asked about a photo archive. Tom Gatzunis explained that CHA uses a software called Raken that is used for daily construction reports , this software will also act as a photo archive for construction.
7. New Business- No new business.
8. Public comment- No public comment.
9. Adjourn- A motion to adjourn was made by Bob McLaughlin and seconded by Kathy Keohane. The motion carried unanimously.