

BELMONT HIGH SCHOOL BUILDING COMMITTEE
FINAL MEETING MINUTES

July 20, 2017
Homer Building Gallery
7:30 AM

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2017 SEP 14 PM 2:49

Meeting #21

Committee Members Attending:

Chair Lovallo; Members Adam Dash, Tom Caputo, Gerald Boyle, Pat Bruschi, Dan Richards, Phyllis Marshall, Bob McLaughlin, Joe DeStefano, Joel Mooney, Diane Miller, and Chris Messer

From Daedalus: Mr. Tom Gatzunis and Mr. Shane Nolan

Members Absent: John Phelan, Phil Ruggiero, Jamie Shea

I. Call to Order

The meeting was called to order at 7:36 a.m. by Chair Lovallo.

II. Minutes of Previous Meetings

Mr. Mooney moved: To approve the Minutes of 4/13/17.
The motion passed unanimously, by those present.

Ms. Bruschi moved: To approve the Minutes of 6/15/17.
The motion passed unanimously.

III. Treasurer's Report

Ms. Marshall informed the Committee that the following Invoices are ready for approval:

Invoice 1: Daedalus for the month of June \$7,500

Ms. Marshall moved: To approve the Invoice of \$7,500 for Daedalus.
The motion passed unanimously.

Invoice 2: Reimbursement for Mr. Tom Caputo for \$219.06 for the Domain Registration

Ms. Marshall explained that Mr. Caputo took it upon himself to set up the domain registration.

Ms. Marshall moved: To approve the Invoice of \$219.00 for the Domain Registration.
The motion passed unanimously.

Invoice 3: Minutes Recording

Ms. Marshall noted that there is an invoice in the amount of \$960.00 for 32 hours of Minutes Recording Services (for Lisa Gibalerio) from January to June, 2017.

Ms. Marshall moved: To approve the Invoice of \$960,00 for Minutes Recording. The motion passed unanimously.

Educational Consultant Reimbursement

Chair Lovallo stated that there needs to be an agreement (from the Committee) concerning the Education Consultant, Mr. Frank Locker. Mr. Locker, Chair Lovallo explained, has been retained by the Building Committee. He has a proposal that includes a fairly large scope, and portions of the work outlined in his proposal duplicate what the Design Firm will be doing. Therefore, the scope of Mr. Locker's work has been pared down to visioning, workshops, and consulting. This leaves his proposal at \$34,900.

The BHSBC discussed the proposal, e.g., the cap for his services, Mr. Locker's hourly fee, the number of community meetings Mr. Locker will hold, etc.

Ms. Marshall moved: To approve the Education Consultant's proposal in the amount of \$34,900, as modified by the Chair, subject to the following: Mr. Locker's approval of the new terms, certification of insurance, and his agreement of the hourly rate. This is for the feasibility study only.

The motion passed unanimously.

Invoice 4: Mr. Locker, Educational Consultant at \$21,950

Ms. Marshall noted that there is an Invoice for \$21,950 for various Spring meetings and work toward the draft package.

Mr. McLaughlin moved: To pay the \$21,950 to Mr. Locker following completion of the contract.

The motion passed unanimously.

Ms. Marshall then noted that \$20,844.92 has been submitted to the ProPay for reimbursement. Mr. Nolan confirmed that the process should be completed with about a two-week turn-around. Ms. Marshall provided an overview of how the ProPay process is working. Chair Lovallo raised a question about what happens if an item is deemed "non-eligible" by the MSBA.

Budget Review

Chair Lovallo noted that the BHS building project was allocated \$1.75M. He reviewed some budget numbers which were allocated for the Designer Firm, OPM, Site Development, Other (Minutes, Public Relations, etc.). He reviewed what has been encumbered, thus far.

IV. Design Selection Update

Chair Lovallo reviewed that the Design firms had been whittled down to a short-list of four. He noted that the four firms were invited to interview and were given a set of questions to prepare. Four high schools (one designed by each of the final four firms) were toured. He briefly described the high school "walk through" process. Mr. Gatzunis noted that he took 250 photos and will make those photos available for the BHSBC to review.

Mr. Messer shared his perspective on the interview process. He said he was impressed with the preparedness of the four firms, noting that each firm heard and addressed the concerns of Belmont. Mr. Richards concurred.

Chair Lovallo then reviewed the voting process, stating that Perkins + Will received the number one slot, and the contract is currently being negotiated. He then summarized the work experience and the key personnel of Perkins + Will.

Concerning the Designer contract, it currently is being negotiated with the MSBA; Town Counsel (et al) will also review it. However, the MSBA has stated that the contract cannot be changed. He explained what the \$1.1M allocation will cover. He noted where some money might need to come from the original allocation (\$1.75M) to put toward the \$1.150M for the Design firm to cover the additional services (site survey, traffic study, etc.).

The BHSBC discussed issues relating to Perkins + Will's fees, the proposed contract, and the budget adjustments to cover the additional services.

Mr. Mooney put forth a motion, which he withdrew. Ms. Bruschi offered a clarification concerning the scope of services and the following motion was put forth:

Mr. Mooney moved: To approve the contract with Perkins + Will in the amount of \$1.150M, to get through the Feasibility and Schematic Design Phases, and not to exceed the basic scope of services - plus additional services - with the understanding that the additional scope of services will be clarified.

The motion passed unanimously.

Mr. Boyle asked about the extra services vis-à-vis the contract. Mr. Gatzunis provided an answer about the basic service fee.

V. Geotechnical/Environmental Services Update

Mr. Mooney provided a summary overview of the Geotechnical/Environmental Services RFP. While these could be viewed as two separate tasks, under the RFP these services will be provided by the same consultant per best industry practices. Mr. Mooney reviewed the available geotechnical records, e.g., test boring and test pit logs, soil properties, evaluation of foundations, etc. from the original 1969 design. This information will be sufficient to inform the Feasibility Study. He then reviewed the environmental regulatory context of the High School site, e.g., the existing building construction plan from 1969 – prior to the Superfund in 1980 and the Mass Contingency Plan in 1988 – and the fact that there are 122 MassDEP-listed disposal sites in Belmont, etc.

Mr. Mooney reviewed some historical data concerning Clay Pit Pond and the BHS Parcel. He explained that this area had been used as a municipal dump in the 1930s and 1940s. He noted that a large percentage of the Town's stormwater runs into the Pond. He touched on the Burbank oil spill in 2003 and noted that, while the fuel oil release was cleaned up, the Pond was not. He said that the Pond will likely stay separate from the BHS site.

Mr. Mooney reviewed that there is no site-specific environmental data on the BHS parcel. However, if there is evidence of contamination, this could trigger MassDEP compliance. Both Wellington and

Chenery went through the MassDEP compliance process as a part of the design/construction.

Mr. Mooney spoke to potential environmental soil testing at the BHS. He said it is unclear what the community's expectations are around site testing. He addressed the potential scope of work (outlined in the RFP) for environmental testing. If the site is tested, it may likely trigger MassDEP reporting. However, the reporting does not automatically indicate *risk*. Risk, he offered, requires the presence of contamination above certain levels, and pathways for exposure.

The BHSBC discussed issues relating to geotechnical and environmental studies. Chair Lovallo noted that the first tier of study would be "desktop" in nature. Mr. Gatzunis added that very good desktop information exists. Following this initial work, tier two studies would involve contracting for services for drilling holes, borings, obtaining and testing samples, etc.

Chair Lovallo added that there is a draft RFP for Geotechnical/Environmental Services. The contract, he said, will go through Daedalus. The RFP was briefly discussed.

Mr. McLaughlin moved: To authorize Chair Lovallo to send out the RFP for Geotechnical/Environmental Services, as discussed. (The responses will be reviewed at the next BHSBC meeting.)

The motion passed unanimously.

VI. Other/Next Meeting

Ms. Marshall raised a question about the changes in the budget appropriations. She asked: does this require a committee vote?

Ms. Marshall moved: To move \$25K out of the OPM budget and into the Architect Design services budget and to move \$25K out of the Environmental Site budget into the Architect Design Service budget, which will total \$1.150M. This is subject to MSBA approval. The motion passed unanimously.

Next Meeting: Thursday, August 10, 2017 (7:30 a.m.)

Chair Lovallo noted, that going forward, Perkins + Will may prefer meeting with smaller, working groups, as opposed to the full BHSBC.

Mr. Mooney raised the issues of studying flooding at Clay Pit Pond as well as traffic at the intersections near the BHS. The Town (Board of Selectmen) will need to address the findings of these studies.

VII. Related Meeting Documents

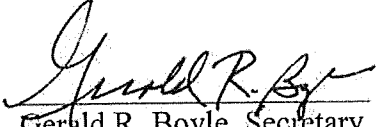
1. BHS Geotechnical/Environmental Overview
2. Designer Selection Panel Voter Sheet

VIII. Adjournment

The meeting ended at 9:12 a.m. by Mr. McLaughlin.

Respectfully submitted by:

Lisa Gibalerio

Approved: 
Gerald R. Boyle, Secretary

9/14/17
Date