

BELMONT HIGH SCHOOL BUILDING COMMITTEE
FINAL MEETING MINUTES
December 19, 2018
Homer Building Gallery
7:30 AM

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BELMONT, MA
2019 JAN 10 AM 8:43

Meeting #58

Committee Members Attending:

Chair Lovallo; Members John Phelan [arrived at 8:20], Mike McAllister, Tom Caputo, Pat Brusch [left at 8:20], Bob McLaughlin, Joe DeStefano, Joel Mooney, Diane Miller, Chris Messer, Emma Thurston, Jamie Shea, Lisa Fiore, Steve Dorrance, Patrice Garvin

From Daedalus: Shane Nolan

From Perkins+Will: Brooke Trivas, Patrick Cunningham, Rick Kuhn, Vital Albuquerque

From Skanska: Mike Morrison

BHSBC Members Absent: None.

I. Call to Order

The meeting was called to order at 7:32 a.m. by Chair Lovallo. He reviewed the agenda and turned to the first item.

II. Minutes of Previous Meetings

Mr. McLaughlin moved: To approve the Minutes of 12/5/18.
The motion passed unanimously.

III. Treasurer's Report

Ms. Thurston informed the Committee that the following invoices are ready for their approval:

Invoice 1: Lisa Gibalerio \$720.00

Mr. Brusch moved: To approve the Invoice of \$720.00.
The motion passed unanimously.

Invoice 2: Daedalus \$13,980.00

Mr. Mooney moved: To approve the Invoice of \$13,980.00.
The motion passed unanimously.

Invoice 3: Skanska \$31,089.00

Mr. Mooney moved: To approve the Invoice of \$31,089.00.
The motion passed unanimously.

Chair Lovallo provided a brief ProPay update. He noted that there will be a new process for bill paying going forward. He provided an overview of that process. He noted that there is an additional Invoice that needs to be voted on at this time.

Invoice 4: Perkins+Will \$1,097,500.00

Mr. McLaughlin moved: To approve the Invoice of \$1,097,500.00.
The motion passed unanimously.

Mr. Nolan informed the BHSBC how the ProPay system will work going forward with regard to the MSBA review. Chair Lovallo added that Invoices will be reviewed at the first meeting of the month (planned for the second week of the month). Mr. Nolan explained that the next Building Committee meeting financial update should have the full 3011 form presented, with all of the line items in the Project Funding Agreement for future tracking, and it will be presented in a similar format to the current Feasibility Study budget summary and will be used monthly going forward.

IV. Planning Board Update

Chair Lovallo explained that he recently met with the Planning Board (PB) and re-introduced the school building project to the PB. The PB suggested a schedule of meetings whereby the BHSBC could present to them. This will start the Open Meeting regulatory process. He said it would be helpful if BHSBC members could be present at these PB meetings. The PB meetings will be broken up into sections. The first section in January will focus on site circulation (traffic), curb cuts, and parking. The second set of meetings will focus on the building's design. In the spring, the BHSBC will present to the PB on the fields and landscape. He added that the Recreation Department will need to opine on field lighting, which will be discussed following the PB approvals on the project, ideally in late spring but before summer vacation.

Mr. McLaughlin explained that education and religious uses can supersede restrictive local zoning bylaws. The Dover Amendment (as it is called) seeks to strike a balance between the needs of religious or educational non-profit organizations and local zoning, by considering the reasonable requirements for the religious or educational non-profit organizations to operate on their site and how the intent of the zoning regulations serves a municipal interest.

V. Construction Planning Update

Mr. Morrison provided a brief update on what has been happening this month on the site, and what will be occurring later this week once school vacation starts on Friday – notably abatement. A packet will go out to bid in February for early utility relocation scope. The design team is providing models, and Skanska is reviewing those models.

He then explained Amendment #4, which allows for an onsite workspace for those professional staff working on the project, and for Belmont team meetings to occur on site. Chair Lovallo explained why Skanska needs to be onsite. The unit will be moved when the construction phase begins. This workspace will not be accessible to students, nor will the workspace provide access to the school spaces.

Mr. McLaughlin moved: To approve the Amendment #4 Pre-GMP in the amount of

\$42,023.00 for the early bid package for Modular units (on site office space).
The motion passed unanimously.

Mr. Morrison noted that the construction website is up and running. This website will be linked from many other websites around town, e.g., school, town. Ms. Shea raised the point of keeping what we are calling the project consistent. For example, it has been called “the 7–12 high school building”. The website address is as follows:

<https://partners.skanska.com/usa/projects/Belmont/CP>

Mr. Messer asked about the CORI process. Mr. Dorrance noted that the process is currently being done through his office (Facilities). Ms. Garvin noted that there are regulations on who can process CORIs and on who qualifies to have a CORI done. She asked why the town had to it, and not Skanska? Mr. Dorrance replied that designated people need to be the ones running the CORI. He said it will likely be someone from the town running the CORI. Chair Lovallo noted that Superintendent Phelan was involved in these conversations and has offered a plan to provide School Department staff to process the CORI applications once major construction starts in June 2019.

VI. Future Contributions from Committee Members

Chair Lovallo stated that the BHSBC will have four main subgroups going forward:

- 1 **Design:** interior finishes, exterior design, branding (school name and MS/HS differences) – this group could include students
- 2 **Systems:** mechanical, electrical, plumbing, security, sustainability
- 3 **FFE/Tech:** touches systems, furniture, security, building egress (how to plan for future technology?)
- 4 **Regulatory:** traffic, Conservation Commission, Planning Board, landscape design, fields, Recreation

Additional groupings may include:

- 5 **PR:** this is already in existence
- 6 **Finance:** working with Ms. Garvin (and the Town Treasurer and Town Accountant)
- 7 **Traffic:** this will be an ongoing area needing attention

Ms. Garvin requested that a staff person be assigned to each subgroup. Ms. Shea suggested that it would be efficient to go with the four larger groups, with the understanding that there will be overlap. Subcommittees could meet together when they need to. Ten smaller groups could be unwieldy.

The BHSBC discussed issues relating to the possible assignments and subgrouping of Committee members. The BHSBC expressed support to proceed with the four groups, and with member assignments to those groups.

Chair Lovallo requested that Committee members email him with their preference for the four main subgroups.

VII. Building Design Update

Ms. Trivas provided an overview of the building design, to date (see handout). She noted that the Design Team has been meeting with all the appropriate school personnel (e.g., Nurses, Athletic Director, Performing Arts Director, Kitchen staff, etc.) in order to garner their expertise. Information that they provided has been incorporated into this updated Design. She discussed the type of spaces that have been created (e.g., flexible spaces, pre-function spaces, seminar spaces, teacher planning spaces, entryways). Mr. Phelan underscored the point that staff feedback was listened to and incorporated, whenever possible. He expressed his appreciation that the educators' voices were heard.

Mr. Phelan then discussed security and safety concerns, as well as first floor access for community events. He explained the security area that will be created. This security kiosk station will benefit a lot of varied functions (ticket sales, for example). Mr. Phelan noted that it has been a goal to strike a balance between the open campus feel and the need for security and safety.

BHSBC members asked questions concerning the first floor access, security, and the updated design.

Mr. Phelan then spoke about the new 7th and 8th grade wing. He said this setup is completely developmentally appropriate for these students.

Mr. Kuhn then reviewed the canopy spacing/heights and the pond terraces. He noted how high various shade canopies could be, and reviewed seasonal lighting patterns. He also discussed the terrace and views to the pond. Mr. Dorrance raised concerns about closing off the terraces in inclement weather and also about moving heat around the building.

Chair Lovallo briefly discussed the unobstructed 20-foot of pathway for emergency access, which doubles as pedestrian site circulation.

Mr. Kuhn raised two last points about the exterior near the field house.

[Lisa left here.]

VIII. Comments from Belmont Residents

There were no residents in attendance.

IX. Next Full Building Committee Meeting

Wednesday, January 9, 2019 at 7:30 a.m. at the Homer Municipal Building, 3rd Floor Gallery

X. Other/New Business

Chair Lovallo reminded the BHSBC to reply by December 27th to the Town Clerk's email confirming the receipt of Ethics Materials, as distributed by the Town Clerk on December 7.

XI. Related Meeting Documents

1. Perkins+Will Design handout
2. Skanska Amendment #4
3. Daedalus Project Cost Summary (budget overview)

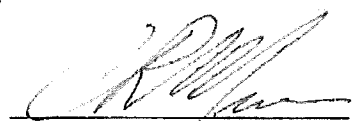
XII. Adjournment

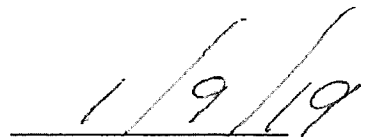
The meeting ended at 9:3x a.m. by Mr. McLaughlin.

Respectfully submitted by:

Lisa Gibalerio

Approved:


Chris Messer, Secretary


Date