

**BELMONT HIGH SCHOOL BUILDING COMMITTEE**  
**FINAL MEETING MINUTES**  
**January 9, 2019**  
**Homer Building Gallery**  
**7:30 AM**

RECEIVED  
TOWN CLERK  
BELMONT, MA

2019 JAN 23 PM 2:55

**Meeting #59**

*Committee Members Attending:*

Chair Lovallo; Members John Phelan, Mike McAllister, Tom Caputo, Pat Bruschi, Bob McLaughlin, Joe DeStefano, Joel Mooney, Chris Messer, Emma Thurston, Jamie Shea, Steve Dorrance, Patrice Garvin

*From Daedalus:* Shane Nolan, Tony DelGreco

*From Perkins+Will:* Brooke Trivas, Vital Albuquerque

*From Skanska:* Mike Morrison

*BHSBC Members Absent:* Lisa Fiore, Diane Miller

**I. Call to Order**

The meeting was called to order at 7:37 a.m. by Chair Lovallo. He then reviewed the agenda and turned to the first item.

**II. Minutes of Previous Meetings**

*Ms. Bruschi moved:* To approve the Minutes of 12/19/18.  
The motion passed unanimously.

**III. Treasurer's Report**

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

***Invoice 1: Skanska \$200,040***

*Mr. Mooney moved:* To approve the Invoice of \$200,040.00.

Mr. Morrison explained that this is for a portion of the work completed over December break. Mr. Nolan noted that this is within the budget. Chair Lovallo explained a bit of the bill paying/requisition process.

The motion passed unanimously.

***Invoice 2: Skanska \$29,931***

*Mr. McLaughlin moved:* To approve the Invoice of \$29,931.00.

Chair Lovallo noted that this is for the professional management preconstruction services.

The motion passed unanimously.

***Invoice 3: Perkins+Will \$1,097,500***

*Mr. Mooney moved:* To approve the Invoice of \$1,097,500.00.

The motion passed unanimously.

This is for the second month of the four-month design development services.

***Daedalus Total Project Cost Summary***

Mr. Nolan explained the Cost Summary handout. He noted the breakdown of standard MSBA categories, e.g., Feasibility, Administrative, Architecture & Engineering, Construction, etc. He explained the budget allocations in the various columns.

Chair Lovallo asked the Committee about the construction budget and specifically asked if more details are needed. The BHSBC briefly discussed the Cost Summary handout; they agreed that more detail might need to be reflected on the document in the future.

**IV. Planning Board (PB) Update**

Chair Lovallo stated that last night's meeting went well. He thanked the PB (and others) publicly. Curb cuts, site circulation, and parking were discussed at this meeting. He noted that, while concerns were raised – especially concerning staff and student parking – it was nevertheless agreed that the planning process is going well. Formal votes were not taken last night. The February PB meeting will deal with the building itself (exterior, renderings, layout, HVAC specs, etc.). Chair Lovallo encouraged Committee members to attend PB meetings if possible.

The next PB meetings will be held on January 15, February 5, and March 5. The third phase will deal with fields and landscaping, with meetings scheduled for April 2 and May 7. On May 21 and on June 4, field lighting will be discussed. Chair Lovallo provided some background on the overall PB process.

**V. Construction Planning Update**

Mr. Morrison provided some information on the work done over the December break. He noted that the inspection walk-through process offered some To Do's, which were done before the students returned on January 2. This process will inform what will happen over the summer break. He then discussed some of the specifics of what was discovered with regard to valves and the geothermal test wells. The Skanska trailer should be up and running by the end of the month.

Chair Lovallo thanked the town staff, as well as the community at large, for their assistance in getting this work moved forward over the December break. He noted that the building will *not* be closed over the February break. Ms. Brusck also thanked Skanska and Daedalus for their work during this period.

**VI. Building Design Update**

Ms. Trivas noted that the Design Team is in the design development phase, which is three-pronged: landscape, interior, and exterior. She provided some background on each of these categories. The next phase will deal with construction. Mr. Messer raised the topic of storage behind the building (on the site plan). Both Ms. Trivas and Mr. Dorrance replied to issues relating to storage. Chair Lovallo noted that “trash to treasures” is a process that will be engaged in: it is hoped that the existing furniture can be re-issued.

Mr. Albuquerque provided an overview of the Site Plan. He discussed various aspects of the plan and he explained why certain decisions were made concerning the loading dock, dumpsters, compactors, pond walkways, pavement placement, fencing, sidewalks, and bike storage/shelters. Mr. Dorrance raised the topic of parking space allotment. This dovetailed into a conversation about the current parking conditions in and around the high school. Mr. Phelan noted that staff parking (grades 7 through 12) and student parking have been appropriately planned for. Students will also be encouraged to bike, bus, and walk to school.

Mr. Albuquerque then discussed the southern portion of the plan. He said there has been some confusion concerning the visibility of the entry to the building. Ms. Trivas discussed the section of the plan between the pond and the building. She explained the flow of circulation and landscaping in this area. Mr. Messer raised a safety concern about the loading area being near where kids exit the building and head west to fields. Mr. Dorrance agreed that this area should not be used as a means of egress. This area needs to be designated for facilities only or for Emergency use only. Ms. Trivas clarified that this will be egress for facility staff only, not for students.

Chair Lovallo raised the topic of field materials, e.g., sod, grass, synthetic? These fields are doubly-used, which makes maintaining grass challenging. Artificial turf will be an option that is explored. He discussed various fields and the multiple uses that the fields experience.

## **VII. Comments from Belmont Residents**

No residents were in attendance at this meeting.

## **VIII. Future Contributions from Committee Members and Other Updates**

### *Subcommittees*

Chair Lovallo updated the Committee on subcommittee work. He read the subcommittee assignments: Design, Systems, FF&E/Tech, Regulatory. He requested that the Committee provide feedback on these assignments before the next BHSBC meeting.

### *MBTA Permitting*

Chair Lovallo then explained the MBTA permitting process with regard to the construction’s proximity to the tracks. He said the MBTA needs to be notified and that Skanska will hold the permit. There is a \$1,000 fee.

*Ms. Shea moved:* To approve the MBTA application permit process.  
The motion passed unanimously.

### *Groundbreaking*

Chair Lovallo noted that the new school groundbreaking ceremony needs to be scheduled. Mr. Phelan suggested that June is a good time of year for the groundbreaking. Ms. Shea (and the PR Group) will work with Mr. Phelan on planning the ceremony.

*Skanska Website*

The site is active with photos and information. Ms. Shea provided an update on connecting the various websites (links from existing sites to Skanska’s site). She then spoke to the most effective means to inform the community. She noted areas that might interest the community, ways to keep them in the loop, as well as the frequency of updates. Chair Lovallo suggested that the PR group create a “community update plan” in time to be presented at the next BHSBC meeting.

*Prequalification of Sub-bids*

Chair Lovallo explained that sub-bids need to follow a certain prequalification procedure. There needs to be a subcommittee that vets, approves, and votes on the prequalification packages.

*Mr. McLaughlin moved:* To establish a Prequalification Subcommittee, and to nominate Ms. Brusch as the BHSBC representative to this subcommittee.  
The motion passed unanimously.

**IX. Next Full Building Committee Meeting**

Wednesday, January 23, 2019 at 7:30 a.m. (Homer Building, 3<sup>rd</sup> floor)

**X. Other/New Business**

[See above – agenda item VIII.]

**XI. Related Meeting Documents**

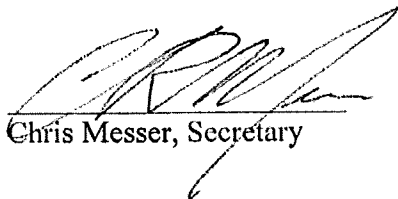
- 1. Daedalus Total Project Cost Summary
- 2. Perkins+Will Site Plan

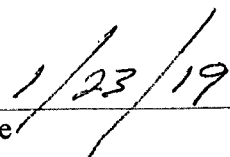
**XII. Adjournment**

The meeting ended at 9:25 a.m. by Mr. McLaughlin.

Respectfully submitted by:

Lisa Gibalerio

Approved:   
Chris Messer, Secretary

  
Date