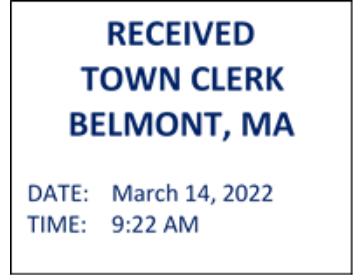


**BELMONT MIDDLE and HIGH SCHOOL BUILDING COMMITTEE**  
**Final Meeting Minutes**  
**Wednesday, March 2, 2022**  
**Virtual Zoom Meeting**  
**7:00 PM**



**Meeting #139**

*Committee Members Virtually Attending:*

Chair Lovallo; Members Joel Mooney, Ellen Schreiber, David Blazon, Kate Bowen, Chris Messer, Patrice Garvin, Jamie Shea, Pat Bruschi, Bob McLaughlin, Tom Caputo, Joe DeStefano, Diane Miller (arrived late)

*From CHA:* Tom Gatzunis, Sandra Saccone, Don White, Tony DelGreco

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

*From Skanska:* Dan Lanneville, Jim Craft, Mike Morrison, Paige Matthews

*From Warner Larson:* Ti Johnson, David Warner

*Members Absent:* Mike McAllister, John Phelan, Emma Thurston

**I. Call to Order**

The meeting was called to order at 7:00 p.m. by Chair Lovallo. He thanked Matt and the Belmont Media Center for their technical support. He explained the remote meeting protocol, e.g., state your name before speaking, mute computers, and he explained how the Committee will vote via roll call, etc. Meeting materials will be posted on the BMHSBC website, shortly after the meeting. He also advised residents that they can click into the meeting during resident comment time by “raising their hand” or by pressing #9.

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

**II. Next Building Committee Meetings**

Wednesday	Mar. 9, 2022	at 8:00 AM	Virtual	[140]
Wednesday	Apr. 13, 2022	at 8:00 AM	Virtual	[141]

**III. Topping Off Ceremony**

Chair Lovallo noted that the Topping Off Ceremony is scheduled for Friday, March 4 at 11:00 AM. This is a ceremonious event to celebrate the completion of the steel superstructure. The CEO of the MSBA will be in attendance. The public has been invited.

**IV. Building Committee Tour**

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Chair Lovallo informed the Committee that a site tour is scheduled for Wed., March 9 at 4:00 PM. Please bring proper footwear and wear a hardhat. The tour should take about an hour to 90 minutes.

Chair Lovallo noted that a member of the public requested moving the Public Comments to earlier in the meeting. He asked for the Committee's input. Mr. McLaughlin noted that it will take a significant amount of time and the meetings already run long. Ms. Schreiber expressed concern about getting all the votes in before the quorum is lost. Chair Lovallo clarified that he was not requesting to allow for Public Comments throughout the meeting, but rather to move them up so that they are earlier in the meeting.

## **V. Review and Approve Minutes of Previous Meetings**

*Mr. McLaughlin moved:* To approve of the Minutes of 2/16/22, as amended.  
The motion passed via a roll call vote of 11-0-1. (Yes: Garvin, Bruschi, Blazon, Caputo, Mooney, Bowen, Shea, McLaughlin, Messer, Schreiber, Lovallo; Abstain: DeStefano)

*Mr. Mooney moved:* To approve the Minutes of 2/17/22.  
The motion passed via a roll call vote of 8-0-4. (Yes: Garvin, Blazon, Mooney, Bowen, Shea, Messer, Schreiber, Lovallo; Abstain: DeStefano, Bruschi, Caputo, McLaughlin)

## **VI. Approval of Municipal PV Procurement Consultant**

Chair Lovallo reported that the PV Procurement bids were not received in time for this meeting. Four consultants have been recommended by community experts, but only two responded as of this meeting, so this agenda item will be reviewed at next Wednesday morning's meeting: 3/9/2022 at 8:00 a.m. Chair Lovallo informed the public that Skanska will not be the PV consultant, it was decided that this consultant will be from the PV industry. PV has been moved up on the schedule and the bid will go out this summer. The PV consultant will help prepare the bid documents and will help prepare a list of bidders. They will evaluate the bids and make a recommendation to the Committee on a vendor, then they will oversee the installation and commissioning.

### *The Chair's Statement on the Committee's Process and its Historical Knowledge*

Chair Lovallo began by stating that he receives a lot of emails from the community. Recently, a member of the public wrote to him about something that turned out to be a misconception. He stated that the Committee knows a tremendous amount of the historical content pertaining to this project and so background information is not reviewed at the meetings. However, the public does not have the historical content of 138 prior meetings, thus what they perceive may not be accurate.

He asked if the Committee would like to provide more information at the meetings or add meetings to our schedule to go back and review information for the public's benefit. He provided some background information on the history of this Building Committee, over the past six years. He explained how the subcontractors are paid via the money allocated to Skanska each month. He explained how Skanska has written 80 subcontractor agreements for this project to 74 different vendors. He noted that a building project is very different than a home project. This is a complex process involving a large building project, with a large professional team overseeing the design and construction, with all parties – including Skanska – looking out for Belmont's interest.

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## **VII. Project Cost Accountability**

Mr. White summarized the highlights of a document entitled “*Summary of Skanska Requisition Review Process.*” He explained that all of the documents (e.g., invoices and requisitions) are reviewed thoroughly and in detail. He explained the billing and approval process. Mr. White next explained the Change Order Review Process. He reviewed the Cost Events list and the Construction Change Directive. He showed a PCO to highlight the level of scrutiny pertaining to the review process.

Committee members asked clarifying questions. Ms. Bruschi noted that she and Chair Lovallo review this documentation on a weekly basis. Chair Lovallo discussed projected values. It’s possible, he said, that over the last few months, the projected *value* became misunderstood to be the same as the projected *final cost*, which it is not.

Mr. White then discussed the Change Order Breakdown by Categories. He used PCCO #29 as an example of a change order. Chair Lovallo added that the course of action was well informed and was the right choice. Mr. White reviewed both Premium Time Costs and Covid Costs.

The last document reviewed (Budget Accountability) concerns the Cost Exposure Log. Mr. White explained how the log is established and reviewed. Chair Lovallo clarified that this had been a monthly process, and is now a weekly process. He explained that this project involves a huge amount of site work and Covid was something that could not be foreseen. The contingency established by the Committee at the start of the project – 6% rather than the typical 10% – saved Belmont \$10M.

## **VIII. Update on Scope Refresh List**

Chair Lovallo noted that this is agenda item is a follow up to the Committee’s request for additional details on the Refresh List, which was presented at the Feb. 16 meeting. At that meeting, the exposure was reduced by \$6.6M. He noted that if changes are made, they will need to be changed soon. Mr. Craft discussed the process going forward, stating that establishing a clear path forward would be helpful. Some items (fencing, perhaps) can be added back at a later date, he said.

Mr. Albuquerque reviewed several items that are being considered for adjustment (reduction or eliminations) in order to achieve cost savings: adjusting the baseball backstop, remove or replace perimeter sidewalks on the East side of baseball field, remove or replace baseball paths, remove or replace perimeter sidewalks on the North side, remove or replace Phase 2 field area sidewalks, parking reduction of 59 spaces/the removal of five trees, and reduce or remove irrigation at the non-playing fields. Mr. Johnson explained the benefits of irrigation; Mr. Blazon agreed that irrigation is the only way to keep the fields healthy. Mr. Warner added that removing irrigation will impact the number of hours that the field can be used; it may also impact the safety of the field.

Mr. Albuquerque continued his review of the items that are being considered for adjustment, including: removal of 14 trees along the pond, blue light elimination, eliminate two water fountains/bottle fillers, keeping the temporary parking, eliminate sod and use hydroseeding (this dovetailed into a longer conversation about irrigation and drainage), eliminate all fencing in Phase 2 (around all fields), and lastly – to eliminate scoreboards, dugouts, benches, and associated athletic equipment.

Mr. McLaughlin offered some comments on what items he would suggest be eliminated. Ms. Garvin  
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noted that the Committee needs to hear from the Parks and Recreation Dept., before voting on these items. Chair Lovallo agreed and suggested that town experts (e.g., DPW, Athletic Director, Parks and Recreation, etc.) be asked to weigh in on these possible items that are slated to be removed or reduced.

No decisions will be made tonight, Chair Lovallo stated, until we hear from the experts.

### **IX. Comments from Belmont Residents**

Ms. Paulsen requested that the temporary parking lot be removed. Leaving it will be the final insult to the neighborhood.

Mr. Iler thanked the Committee for moving forward with the PV procurement. He then asked about the “bidding and switching” errors, e.g., improperly located exit signs, misplaced security cameras, glass door, etc. Chair Lovallo noted that errors are made, the industry is not perfect, and the errors have to be paid for.

### **X. Approval of Project Contingency Refresh List**

This agenda item was not considered. It will be taken up after a meeting with Town officials on proposed site changes.

### **XI. New Business/Other**

None.

### **XII. Related Meeting Documents**

1. Updated Contingency Refresh List
2. Contingency Refresh Diagrams
3. Requisition Review Process
4. Change Order Review Process
5. Change Order Breakdown
6. Budget Accountability Process

### **XIII. Adjournment**

The Chair ended the meeting at 9:34 p.m., following a motion made by Mr. McLaughlin.

Respectfully submitted by:

Lisa Gibalerio

Approved:   
Chris Messer, Secretary

3/13/2022  
Date

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