

**BELMONT HIGH SCHOOL BUILDING COMMITTEE  
FINAL MEETING MINUTES  
May 8, 2019  
Homer Building Gallery  
7:30 AM**

RECEIVED  
TOWN CLERK  
BELMONT, MA

2019 MAY 24 AM 9:10

**Meeting #71**

*Committee Members Attending:*

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

*From Daedalus:* Tom Gatzunis, Shane Nolan

*From Perkins+Will:* Rick Kuhn, Vital Albuquerque, Andrew Louw (landscape consultant)

*From Skanska:* Jim Craft

*BHSBC Members Absent:* Mike McAllister, Joe DeStefano

**I. Call to Order**

The meeting was called to order at 7:35 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 4/12/19, as amended.  
The motion passed unanimously.

*Ms. Bruschi moved:* To approve the Minutes of 4/22/19, as amended.  
The motion passed unanimously.

*Mr. McLaughlin moved:* To approve the Minutes of 4/24/19, as amended  
The motion passed unanimously.

*Mr. Mooney moved:* To approve the Minutes of 4/30/19.  
The motion passed unanimously.

*Mr. Mooney moved:* To approve the Minutes of 5/3/19.  
The motion passed unanimously.

**III. Treasurer's Report**

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

***Invoice 1: Daedalus \$99,000***

*Chair Lovallo moved:* To approve the Invoice of \$99,000.

The motion passed unanimously.

***Invoice 2: Daedalus \$25,129.67***

*Chair Lovallo moved:* To approve the Invoice of \$25,129.67.  
The motion passed unanimously.

***Invoice 3: Lisa Gibalerio \$540.00***

*Mr. McLaughlin moved:* To approve the Invoice of \$540.00.  
The motion passed unanimously.

***Invoice 4: Lisa Gibalerio \$720.00***

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

***Invoice 5: Perkins+Will \$1,000,650.00***

*Mr. McLaughlin moved:* To approve the Invoice of \$1,000,650.00.

Chair Lovallo briefly explained this invoice. The Committee discussed cash flow.

The motion passed unanimously.

Chair Lovallo touched on the ProPay process. Mr. Nolan explained this process briefly, e.g., meeting with the Accounting Department, submitting to the state monthly, etc. Chair Lovallo noted that the Invoices will be coming in steadily going forward.

#### **IV. Authorizations DPI**

Chair Lovallo explained that this pertains to streamlining the approval of monies from zero dollars on up. He briefly explained the document control process as well as the notification of changes. He deferred this topic until the May 22 meeting.

#### **V. Planning Board (PB) Updates**

Chair Lovallo noted that the BHSBC presentation to the PB was very brief. The PB was interested in hearing about the VE process; there were no objections. The next PB meeting will be on June 4, 2019 – building signage will be discussed.

#### **VI. Site Design Update**

Mr. Albuquerque reviewed the topics that would be covered in the site design update. Mr. Kuhn explained some of the landscape and planting plans. Mr. Louw reviewed which trees would be planted as well as the planting schedule. He noted that the trees are guaranteed for a year. Types of trees, overall sizes, density, scale, caliper, and placement of trees were discussed. Ms. Brusch noted that the PB *will* measure the trees.

Mr. Kuhn discussed the area in front of the dining commons and the efforts to reduce the hardscape by about 25%. He noted that the terraced areas will be handicapped-accessible. He highlighted where the VE reductions were taken from. He showed several options for the entryway to the school. The angles of the sun were discussed with regard to shading and the canopy. Snow clearing in the terrace front entryway area was also explored.

The next area discussed pertained to the drop-off/pick-up area. Chair Lovallo noted that a snowplow will be used in this area, and that the center piece green area will be compromised by salt spreading and plowing. Raising this green area was discussed as a way to protect it and to potentially provide more student seating. Mr. Mooney raised the point of serviceability of the area given the number of students who will be traversing on a daily basis. Mr. McLaughlin noted that some type of branding (e.g., “marauder”) could be etched into the hardscape in this area. Ms. Miller suggested considering a raised planter along the north side of the drop off; the planter can also serve as a long bench.

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

No comments.

## **XIII. Other/New Business**

### *Committee Project Teams (CPT)*

Chair Lovallo asked if subcommittees should be created out of the four Committee Project Teams, since real work is about to begin. Ms. Shea said she would prefer not creating subcommittees. Mr. McLaughlin expressed that the CPTs are allowed to discuss issues and to make recommendations; subcommittee formations is not needed. Ms. Bruschi stated that FF&E will need to be a subcommittee, since it has an \$8M dollar budget. Ms. Garvin stated that the state will be watching carefully and, if the CPT do not post committee meetings and produce minutes, the town will run the risk of being sanctioned.

The BHSBC discussed issues related to Open Meeting Law and the formation of subcommittees.

### *Public Relations (PR) Subcommittee*

Ms. Shea requested that the PR subcommittee go back to being just a regular committee, as there are only two people meeting and executing the work.

*Chair Lovallo moved:* To disband the PR subcommittee.  
The motion passed unanimously.

## **IX. LEED Team**

Chair Lovallo stated that the project is on its way to being LEED-certified, however the LEED certification will impact the ZNE. He said he would like to form a BHSBC subgroup to focus on the LEED certification process. Ms. Bruschi explained that this group will make sure the LEED requirements are fulfilled and that the paperwork is processed correctly. Ms. Miller suggested engaging the Climate Change energy experts from the community to serve in this way.

## **X. Site Camera**

Chair Lovallo noted that the live camera feed would be linked to the BHSBC website and that the cost is not unreasonable (\$25,000). Ms. Garvin asked how long the feed is stored. Mr. Gatzunis replied that the feed is stored either for 30, 60, or 90 days.

Superintendent Phelan said he believes this is an excellent way to capture this project. Mr. McLaughlin said this is something he supports fully.

Chair Lovallo explained how the camera would work, where it would be mounted, and the choices of technology (#11). Mr. Caputo had analyzed the options and agreed with Chair Lovallo's recommendation. The cost will be a 10% markup if Daedalus handles the camera and the vendor.

The Committee asked for more information (e.g.: total costs including installation, storage of images, how access is made to the website, and who will enter in an agreement with the vendor, etc.) prior to making a final decision.

## **XI. Groundbreaking Update**

Superintendent Phelan noted that the groundbreaking will take place on Tuesday, May 28 at 10:45 a.m. at the front of the high school. He explained some of the special guests who will be present. Chair Lovallo noted that this will be a celebration for the Committee and for the community.

Superintendent Phelan explained some of the upcoming construction phasing. He provided a brief overview of the messaging that has occurred for students and families.

## **VIII. Other/New Business (continued)**

### *Town Day*

Ms. Miller informed the BHSBC that there will be a tent/table for Town Day. She requested help for staffing the table and explained the materials that will be available.

### *Time Capsule*

Ms. Brusch explained that materials have been buried in a time capsule as part of a graduation activity. She said it would be nice to know where the time capsule is buried.

## **XIII. Next Full Building Committee Meeting**

Wednesday, May 22, 2019 at 7:30 a.m.	Board of Selectman Room
Wednesday, June 12, 2019 at 7:30 a.m.	Homer Building Gallery, 3 <sup>rd</sup> Floor
Wednesday, June 26, 2019 at 7:30 a.m.	Homer Building Gallery, 3 <sup>rd</sup> Floor

## **XIV. Related Meeting Documents**

1. Belmont Middle and High School Planning Board Meeting (May 7, 2019)
2. Committee Project Teams
3. Daedalus: Total Project Cost Summary

4. BHS Construction Camera System
5. Five sets of BHSBC Meeting Minutes (See agenda item II above)

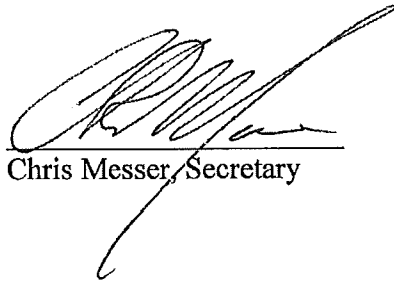
**XV. Adjournment**

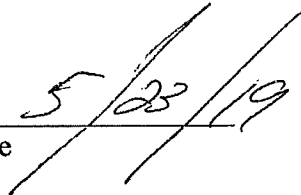
The meeting ended at 9:39 a.m. by Mr. McLaughlin.

Respectfully submitted by:

Lisa Gibalerio

Approved:

  
Chris Messer, Secretary

  
Date