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BELMONT LIBRARY BUILDING COMMITTEE

MEETING MINUTES

DATE: Thur. Nov. 8, 2018

ATTENDANCE: Stephen Sala – Bob McLaughlin – Heli Tomford – Bob Schafer – Clair Colburn – Steve Engler - Marcie Hirsch – Bart Nelson – Peter Struzziero – Kathy Keohane – Sally Martin

LOCATION: Flett Room Belmont Library

TIME OF MEETING: 7:00 PM to 8:15 PM

1. The meeting minutes of June 21 and Oct 17 2018 were amended and approved by the committee.
2. The Architect Selection Sub-Committee discussed the selection of Oudens Ello Architecture to perform the Schematic Design. The company is experienced in library design, offered to help with fund raising, submitted a very positive presentation, provide a new look at the library, etc. Their consultants are very qualified. The company is current on their corporate taxes and have never been involved in litigation. The company submitted a Balance Sheet and Cash Flow Statement and appear to be financially sound. The Committee approved a motion to enter into negotiations with Oudens Ello.
3. The Committee approved a process for submitting and approving billings; a. The committee approves the invoices b. Clair and Sally sign the bills c. Bills are forwarded to Peter /Steve Dorrance for processing. Invoices from Boston Survey Consultants for \$10,500 for a topographic survey and from Universal Environmental Consultants for \$4900 for a hazardous waste survey were approved.
4. A \$200,000 donation was recently received by the Trustees for the new library
5. An invoice from Daedalus for \$6,100 was approved. The OPM contract is for \$45,000
6. The Building Program is currently under review and will be discussed by the committee in the near future.
7. The committee will request public input for the project around mid January 2019
8. Steve Dorrance of the Town Facilities Dept. will join the Committee

Next meeting: Tue. Nov. 27 7 PM Location to be determined

These meeting minutes were developed by Stephen J. Sala on Thursday Nov. 8 2018

APPROVED