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MEETING MINUTES

<b>Project:</b> Belmont Library Belmont, MA	<b>Meeting Date:</b> November 27, 2018
<b>Time:</b> 7:00 PM	<b>Meeting Location:</b> Beech Street Center
<b>Meeting:</b> Library Building Committee - #2	<b>Report By:</b> Alicia Monks
<b>Attending:</b> Clair Colburn, Chair Marcie Schorr Hirsch Bob McLaughlin Peter Struzziero, Library Director Bob Schafer Jenny Fallon Kathy Keohane	Stephen Sala, PBC Sally Martin Heli Tomford Steve Dorrance Conrad Ello, Oudens Ello Architects Noel Murphy, Oudens Ello Architects Glen Valentine, Stimson Landscape Alicia Monks, Daedalus
<b>Absent:</b> Steven Engler	

Item	Action
2-1 Meeting Minutes dated November 8, 2018 were approved. MOTIONED by Bob M and SECONDED by Marcie.	
2-2 The architectural firm of Oudens Ello Architects were selected for the new library project. The contract between Oudens Ello and the Town has been signed and will be turned into the Accounting Office for record. Oudens Ello were welcomed to the meeting and the project.	
2-3 The project will likely need to obtain a height variance. One strategy might be to change the zoning. This is to be determined.	
2-4 Oudens Ello shared a draft schedule of how the Schematic Design phase may proceed. They were suggesting a six month time period, which would allow for two or three Community Meetings. The Committee will review if presenting at the May Town Meeting will be an option.	
2-5 Topics for the potential Community Meetings were discussed: - Programming ideas - Sustainability The Community Meetings should start with a brief history, starting with the most recent Feasibility Study conducted. There would need to be a balance of programming and design. Detailed data from the earlier Community Meetings to be distributed for O/E for their review.	
2-6 Access to information will be important. Key information is to be uploaded to the website.	
2-7 The project will make a public announcement about the architect selection after the new year. It will be made clear that another debt exclusion will not be happening soon.	
2-8 It was noted that the Construction Manager at Risk process at the High School project is working well.	
2-9 There will be a Small Committee with representatives from the Library Trustees, Library Building Committee and Library Foundation who will decide the pacing for the next phase of work.	

APPROVED

- 2-10 Peter walked the group through the program as established by Johnson Roberts Associates. Oudens Ello's first task is to review the existing program and present their program recommendations after meeting with the library staff.
- 2-11 There was a discussion on visiting other libraries including Boston Public Library and the Cambridge Public Library. While both of these are larger than the proposed Belmont Library, these are strong examples of modern libraries with some great topics for discussion with the Committee.
- 2-12 Alicia will generate a Committee contact list and project DropBox folder.
- 2-13 The meeting was ADJOURNED.

EVERY MEETING

Invoice Approval included:

- Daedalus Projects \$2,000

**Next meeting:** Tuesday January 8, 2019, Meetings will be held in the library.

Reminder