

MEETING MINUTES

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Project: Belmont Library
Belmont, MA

Meeting Date: December 9, 2019

Time: 7:00 PM

Meeting Location: Town Hall

Meeting: Library Building Committee - #19

Report By: Sally Martin (secretary pro tem)

Attending: Clair Colburn, Chair
Kathy Keohane
Sally Martin
Steve Engler

Bob Schafer
Bob McLaughlin
Jenny Fallon

Absent: Stephen Sala, PBC
Marcie Schorr Hirsch
Steven Dorrance
Heli Tomford
Madeline Fraser Cook

Bart Nelson
Peter Struzziero, Library Director
Conrad Ello, Oudens Ello Architecture
Noel Murphy, Oudens Ello Architecture
Alicia Monks, Daedalus Projects

Item

19-1 Invoice Approval

The two final invoices from Daedalus Projects (\$3000 for October 2019, \$900 for November 2019) were approved with the condition that they will be sent for payment when Committee Chair (Clair Colburn) makes the determination that all final deliverables due from architect and OPM have been received. Moved by Bob Schaefer, seconded by Jenny Fallon.

The final invoice from Oudens Ello (\$17,270.04) was approved with the condition that it will be sent for payment when Committee Chair (Clair Colburn) makes the determination that all final deliverables due from architect have been received. Moved by Bob Schaefer, seconded by Kathy Keohane.

Two invoices from Staples (\$96.87, 128.48) for Public Forum materials were approved for payment. Moved by Bob McLaughlin, seconded by Bob Schaefer.

Reimbursement request from Peter Struzziero for \$314.19 for Public Forum materials was approved for payment. Moved by Bob McLaughlin, seconded by Bob Schaefer.

19-2 The need for additional communication materials for public education regarding the Library project was discussed.

The meeting was ADJOURNED.

Next meeting: To be determined.

Clair