

Belmont Public Library Building Committee

Meeting Minutes Tuesday Sept. 19, 2022

Location: Zoom meeting

Present:

Clair Colburn

Steve Engler

Kathleen Keohane

Bob McLaughlin

Sally Martin

Bob Schafer

Heli Tomford

Peter Struzziero – ex officio

Absent:

Marty Bitner

Steve Sala

From CHA:

Jeff Birenbaum

Tom Gatzunis

Laura Jolley

Meeting was called to order at 7:05 pm

CHA discussion (Laura Jolly, Jeff Birenbaum & Tom Gatzunis):

Primary agenda item was to meet Laura Jolly, the project manager proposed by CHA.

Laura was introduced, described her background and qualifications, and answered questions from the Committee.

- Laura has a varied background in construction, architecture, and project management.
- She has recently completed two public library projects as an OPM project manager.
- Her approach to process and communication were discussed.
- Aspects of the public bidding and design development process were reviewed.
- Laura will be out on maternity leave beginning next week and will be joining the group in February.* Until that time, Tom will be acting project manager.

Bob Schafer motioned to reaffirm our selection of CHA as OPM. Bob McLaughlin seconded. Motion was approved unanimously.

Questions from the public:

A member of the public asked when public input regarding design would be considered. Clair Colburn clarified that there had been no design work done since the schematic design was completed in early 2020. If the voters approve the debt exclusion in November, design work will

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DATE: December 14, 2022
TIME: 3:00 PM

begin again. All feedback from the public has been captured and will be reviewed and considered at that time.

Meeting was adjourned.

*Update: We learned she will actually return in January.