



Belmont Public Library Building Committee Meeting

Meeting Minutes Tuesday 9/12/23 at 5:00 PM
Hybrid Meeting, Belmont Public Library Assembly Room/Zoom

**RECEIVED
TOWN CLERK
BELMONT, MA**

DATE: December 7, 2023
TIME: 2:37 PM

Building Committee Members

Attending: (* In Person)

- * Robert McLaughlin
- * Clair Colburn
- * Christina Marsh
- * Marty Bitner
- * Kathleen Keohane
- * Stephen Sala
- Heli Tomford
- * Peter Struzziero (Library Director)
- * Sally Martin
- * Steve Engler
- * Marcie Schorr Hirsch

CHA – Owner’s Project Manager

- Jake Zelikman*
- Tom Gatzunis
- Alyssa Chatani

Oudens Ello – Design Team

- Noel Murphy* (Architect)
- John Branagan* (Architect)
- Jenni Wilson* (Architect)
- Marika Kobel* (Architect)

Others:

- Dave Blazon (Facilities Director)
- Brian Iler (Public)
- Larry Link (Public)

1. Welcome Public

2. Approval of Meeting Minutes

A motion to approve the 8/8/23 Building Committee Meeting Minutes was made by Robert McLaughlin. The motion was seconded by Kathy Keohane. The minutes were unanimously approved.

3. Invoices

CHA’s invoice for \$17,200 includes \$14,400 for the Construction Documents phase and \$2,800 for Cost Estimating. A motion to approve the invoice was made by Sally Martin and seconded by Robert McLaughlin. The invoice was unanimously approved.

Oudens Ello’s invoice for \$176,456.45 includes a fee for design services and their subconsultants. The fee for BSC Group included \$5,230 and their deliverable was to provide the traffic memorandum prior to the Planning Board Hearing. The study included evaluating the sight lines exiting the library on Concord Avenue, parking, traffic demand, and truck access. A motion to approve the invoice was made by Sally Martin and seconded by Robert McLaughlin. The invoice was unanimously approved.

Sally Martin made a motion to approve an additional \$1,330 for administration mark up for Oudens Ello for subconsultant additional services. A motion to approve was made by Sally Martin and seconded by Robert McLaughlin. The invoice was unanimously approved.

4. Project Update

a. Planning Board Update

The first Planning Board Hearing took place on Tuesday, September 5th. The project team was asked to follow up on the contractor parking and traffic, exterior lighting to ensure the light levels comply with the town bylaws, landscaping specifically along the Wellington Brook, sound barriers for mechanicals on the roof to meet the noise ordinance and Mass DEP requirements and the buffer area along Wellington Brook relative to disturbance to the site. Clair explained that the project has received approval by the Select Board to use the golden bowl for contractor parking and it will be specified in the project requirements to return it in an approved state after construction use. Dave Blazon is to discuss with Patrice Garvin. The Planning Board requested that the project team further explain the parking and traffic relative to the high school students parking, underwood pool parking being utilized by students, and the bus stop. At the Planning Board Hearing, Terry Alexander representing the First Armenian Church (FAC) spoke about the flash flooding from the brook damaging the FAC property. Terry is concerned about the stormwater mitigation efforts in protecting the properties for the next 50 years. FAC requested advice on working together to avoid impacts to the FAC site. David Conway (Nitsch) and Glen Valentine (Stimson) would like to hear more about the impacts so we can coordinate efforts. Terry will contact the LBC and the meeting will be scheduled. The next Planning Board Hearing will be on Tuesday, September 19th. Clair Colburn stated that she is meeting with the Chair of the Middle/High School project, Bill Lovallo, Chair of the Rink project, Mark Haley, Town Manager, Patrice Galvin, and Town Engineer, Glen Clancy to ensure the projects have a coordinated effort.

b. Budget Update

Clair Colburn explained the ongoing discussion with Belmont Light in regards to the scope of work for the library project. The rough order of magnitude is upcoming from Belmont Light but will be fair and competitive for the Town. The project team will be discussing lessons learned from the high school project to be proactive and efficient with utility cost planning. The utility cost is unknown at this time and therefore the project is trending at budget at \$39.5M overall pending changes to stormwater and the new energy code. CHA explained that the design contingency originally carried included assumptions made about the design, and as it progresses, the construction cost absorbs the contingency as we progress through the Construction Documents phase. The owner's contingency is held for unknown or unforeseeable circumstances and is held at 0.5%. The construction contingency within the current budget update is approximately 5% of the cost of construction. CHA explained that the current cost estimate from the Design Development set carried escalation to the mid-point of construction with an annual escalation rate of 6%. CHA explained that with separate bid packages for demolition and construction of the main project, there is typically a savings. Oudens Ello explained that they are going through the process of sharpening the design without compromising programming or operations.

c. Schedule Update including Temporary Services

CHA presented the schedule update reflecting milestones and procurement dates. The project is scheduled to go out to bid for the demolition package on November 1, 2023 and for the main construction on January 10, 2024. Peter Struzziero discussed that library services will be open until Thanksgiving at the current space and temporary services are planning to be up by the first week of January. CHA is coordinating the Request for Proposal for Professional Moving Services.

d. Define and Select the Prequalification Subcommittee/Working Group

The prequalification working group will consist of three members: Bob McLaughlin, Steve Sala, and Steven Engler. CHA and Oudens Ello will coordinate the prequalification process. CHA reviewed the steps: establishing the working group, advertising, and reviewing and scoring of the Request for Qualifications (RFQs). Massachusetts General Law requires that any public project over \$10M is required to go through the prequalification process. The final scores will be presented to the full committee.

5. Design Update

a. Finishes and Materials Review

Oudens Ello reviewed the exterior building materials which consists mostly of brick material. There is a wood-like material that is a high-pressure laminate panel and triple glazed glass to meet the new energy code. There is a two-story curtainwall and the mullion color is to be selected. Terracotta shingles are being considered for the one-story meeting room volume to break up the single height volume.

In the interior, Oudens Ello explained that the two predominant materials are the tile floor and wood. The tile is a very durable material and the price is fair. The material is rated for high traffic and attic stock will also be provided. The white oak throughout the interior is related to the high pressure laminate product on the exterior. High traffic and entrance doors will be aluminum framed entrances. The community presented wide plank flooring and baffles for acoustics. The committee suggested blue or green chairs. The feedback from the committee for the children's wing requested more colorful and vibrant colors in the finishes. Larry Link asked about the flooring material in the community room and Oudens Ello mentioned that there will be gliders on the chairs to prevent damage to the floor. The furniture selections will be included in upcoming discussions with Oudens Ello. The stained glass panels will be relocated to the new building in the children's wing. The children's activity room presented laminate cabinets, flexible storage, a peg board wall, and activity tables. The staff break room presented a rubber floor and warmer colors. The adult's wing presented a darker color scheme. The Underwood History room presented wood shelving and paneling. The teen's room presented acoustical wall panels and a creative carpet design. Physical samples of material were presented in the meeting.

6. Public Comment

None

7. Adjourn

Robert McLaughlin made a motion to adjourn the meeting at 7PM and was seconded by Kathy Keohane. The adjournment was unanimously approved.