



Belmont Public Library Building Committee Meeting

Meeting Minutes Thursday 3/6/24 at 5:00 PM
Zoom Meeting

Building Committee Members

Attending:

- Kathy Keohane
- Sally Martin
- Steve Engler
- Marcie Schorr Hirsch
- Marty Bitner
- Stephen Sala
- Bob McLaughlin
- Christina Marsh

CHA – Owner’s Project Manager

- David Hurley
- Tom Gatzunis
- Jake Zelikman

Oudens-ello -- Design Team

- Noel Murphy (Architect)

Others:

Lauren Pfendner (Assistant Library Director)

Others:

(Public)

1. **Welcome the public-** Kathy Keohane welcomed the public and called the meeting to order.
2. **Meeting minutes-** A motion to approve the meeting minutes from 2/15/24 as amended was made by Kathy Keohane and seconded by Marty Bitner. The motion carried unanimously except Christina Marsh abstained as she was not there.
3. **Invoices-**
 - CHA-** A motion to approve a CHA invoice for services through February 23rd in the amount of \$19,650.00 was made by Sally Martin. It was noted that this amount was in line with budgeted and anticipated spend. This motion was seconded by Bob McLaughlin. The motion carried unanimously.
 - Stantec-** 2 Stantec invoices totaling \$10,900 were presented per completion of the Stormwater Peer Review. Bob McLaughlin deferred this invoice to a later date due to the contract payment terms needing review.

United Elevator- A motion to approve United Elevators invoice in the amount of \$4,115 for completing the decommissioning of the old elevator was made by Sally Martin. This invoice was in line with budgeted and or the proposed amount previously reviewed by the committee. The motion was seconded by Bob McLaughlin The motion carried unanimously.

4. **Review of filled sub bids-** Tom Gatzunis from CHA updated the committee that the filled sub bids are in. He then indicated that although some categories came in high and some came in low, overall, the numbers came in just below budget. This is good news, the team is now waiting for General contractor bids to come in. The team will be meeting April 3rd to review the General Contractor bids. This will give the project team time to review the General Contractor bids prior to the meeting.
5. **Budget-** Dave Hurley with CHA gave an update that we are still on budget, no changes.
6. **Schedule-** Dave Hurley with CHA gave an update that we are still on schedule, no changes. It was noted that the project has been approved by the conservation and planning boards. Demolition permit has been approved and we should anticipate work to begin next week. Dave noted that the contractor has been removing the granite steps and curbing and storing it on site as it will be used in the new building.
7. **Design update-** Noel Murphy gave an update that will be an upcoming furniture working group meeting.
8. **New Business-** No new business.
9. **Public comment-** No public comment.
10. **Adjourn-** A motion to adjourn was made by Bob McLaughlin and seconded by Kathy Keohane. The motion carried unanimously.