



Belmont Public Library Building Committee Meeting

Meeting Minutes Tuesday 2/10/26 at 5:00 PM
Zoom Meeting

Building Committee Members

Attending:

- Clair Colburn (Chair)
- Kathy Keohane
- Steve Sala
- Sally Martin
- Christina Marsh
- Marty Bitner
- Bob McLaughlin
- Steve Engler
- Marcie Schorr Hirsch

Others:

- Peter Struzziero (Library Director)
- Lauren Pfindner (Assistant Library Director)

CHA – Owner’s Project Manager

- Tom Gatzunis - CHA
- Deepa Venkat - CHA
- Tony DelGreco - CHA

Oudens-Ello -- Design Team

- Noel Murphy - Oudens-Ello (O-E)
- John Branagan-Dee – Oudens-Ello (O-E)

- Members of the public
- None

1. **Welcome The Public-** Clair Colburn welcomed the public and called the meeting to order at 5:02 p.m.
2. **Meeting Minutes-** Bob McLaughlin made a motion to approve the meeting minutes from January 13th, 2026 with edits. The motion was seconded by Sally Martin. The motion carried unanimously via a roll call vote.
3. **Invoices -** The invoices listed below have been reviewed by CHA and Sally Martin, the LBC Treasurer, to verify their accuracy and ensure the amounts are within the approved budget.

UTS - UTS invoice was presented in the amount of \$4,188 for construction testing through 1.2.26. A motion to approve this invoice was made by Bob McLaughlin. The motion was seconded by Sally Martin. The motion carried unanimously via a roll call vote.

Sensource – Sensource invoice was presented in the amount of \$4,762 for patron counter. A motion to approve this invoice was made by Bob McLaughlin. The motion was seconded by Kathy Keohane. The motion carried unanimously via a roll call vote.

Granite Telecommunications Inc– Granite Telecommunications invoice was presented in the amount of \$196.46 for elevator voice emergency services. A motion to approve this invoice was made by Bob McLaughlin. The motion was seconded by Kathy Keohane. The motion carried unanimously via a roll call vote.

Diamond Relocation Inc– The Diamond Relocation invoice was presented in the amount of \$93,150, with \$3,000 withheld for piano until it is moved back to the library. A motion to approve this invoice was made by Bob McLaughlin. The motion was seconded by Kathy Keohane. The motion carried unanimously via a roll call vote.

Three additional Diamond Relocation invoices for moving items specific to the temporary spaces, totaling \$4,900, were presented to be charged against the move budget. Clair and Sally were authorized to process the appropriate change order paperwork for Diamond Relocation invoices as required by the town accountant. A motion to approve this invoice was made by Sally Martin. The motion was seconded by Kathy Keohane. The motion carried unanimously via a roll call vote

Old Melrose Carpentry- The Old Melrose invoice was presented in the amount of \$3,866. Kathy noted that the invoice is for stained glass work and will be paid out of the CPA grant. A motion to approve this invoice was made by Bob McLaughlin. The motion was seconded by Kathy Keohane. The motion carried unanimously via a roll call vote.

CHA - CHA invoice #38841-33 was presented in the amount of \$39,500. A motion to approve this invoice was made by Bob McLaughlin. The motion was seconded by Kathy Keohane. The motion carried unanimously via a roll call vote.

Oudens Ello – AS-16 – Request for additional services(AS-16): Noel explained that the December monthly invoice amount of \$27,441 was consistent with typical costs throughout the Construction Administration period. A motion to approve this invoice was made by Bob McLaughlin. The motion was seconded by Sally Martin. The motion carried unanimously via a roll call vote.

The Building Committee also approved the processing of Oudens Ello’s invoice #2301-36 in the amount of \$43,354. A motion to approve this invoice was made by Bob McLaughlin. The motion was seconded by Marty Bitner. The motion carried unanimously via a roll call vote.

G&R - G&R requisition invoice #22 was presented in the amount of \$483,903.47. This invoice is for construction work that took place onsite during January. A motion to approve this invoice was made by Bob McLaughlin. The motion was seconded by Marty Bitner. The motion carried unanimously via a roll call vote.

4. **Proposals-**

G&R Change Orders - G&R change order #18 in the amount of \$77,639 and change order #19 in the amount of \$808 was presented including the below change requests (CR's)

Change Order #18 - \$77,639

CR 23R2 - Roofing FSB Disputed Flashing Scope (Negotiated)	\$24,000.00
CR 72R - Mortar Color Change (Negotiated)	\$9,873.00
CR 85R - RFI 219 Stair - Revised for Fireproofing Paint Only	\$1,673.00
CR 129 - Level 5 Compensation (Negotiated)	\$3,400.00
CR 133 - UTS Green Roof Reinspection Credits (Negotiated)	(\$3,400.00)
CR 136 - Irrigation Flow Sensor (Completed on T&M)	\$1,348.00

CR 156 - T&M - Water Feed for coffee machine in Vending 118	\$2,757.00
CR 164 - T&M - Library Power & Data Changes	\$34,889.00
CR 165 - Provide End Panels at 2nd Floor Center Counters	\$3,099.00
Total:	\$77,639

A motion to approve Change #18 in the amount of \$77,639 was made by Bob McLaughlin. The motion was seconded by Kathy Keohane. The motion carried unanimously via a roll call vote.

Change Order #19 - \$808.00	
CR 163 - T&M - Historical Society Casework Installation	\$808.00
Total:	\$808.00

A motion to approve Change #19 in the amount of \$808 was made by Bob McLaughlin. The motion was seconded by Kathy Keohane. The motion carried unanimously via a roll call vote. It was noted that this amount will be reimbursed to the project by the Historical Society.

5. Project Infrastructure and additional Library needs

The Building Committee discussed several key topics including furniture needs, bathroom plumbing issues, and EV charger parking concerns. They approved up to \$80,000 for additional furniture purchases, with Clair having authority to review and approve specific items.

The committee also addressed ongoing plumbing problems in the new building, with Tom noting that improper disposal of items (paper towels and potentially construction materials) were causing the issues. Regarding the EV charger parking spaces,

Peter reported significant concerns about the availability of parking spaces. The committee acknowledged the concerns and the added challenges with snow. The committee will continue to monitor usage patterns.

6. New Business

Kathy recommended that the project contribute funds to the Garden Club for the purchase and planting of \$1,000 worth of bushes to screen the EV chargers, ensuring the library's contribution is documented.

A motion to approve this invoice was made by Bob McLaughlin. The motion was seconded by Sally Martin.

7. Adjourn – A motion to adjourn was made by Bob McLaughlin at 7:05 pm and was seconded by Kathy Keohane. The motion carried unanimously.