

TOWN OF SCITUATE



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**MEETING MINUTES**  
**Public Building Commission**  
**Tuesday, April 14, 2020**  
**Selectmen's Hearing Room**  
**Town Hall**  
**7:00 pm**

*Meeting conducted pursuant to the March 12, 2020 modifications to the Open Meeting Law made by Governor Baker pursuant to the state of emergency due to COVID-19. This meeting was live broadcast by SCTV.*

**Commission Members Present:** Stephen Shea, Chairperson;

**Also, in Attendance:** Nancy Holt, Finance Director

**Remote Participants:** Stephanie Holland; Ed DiSalvio; Larry Guilmette; Carl Campagna, Jessi Finnie, User Member; Linda Hayes, User Member; John Miller, User Member; Deputy Fire Chief Al Elliott: User Member; Karen Canfield, BOS; Steve Kirby, Vertex (OPM);

Alicia Anthony, Recording Secretary

**Commission Members Absent:** N/A

**Not in Attendance:** Elizabeth Holthaus, User Member; Police Chief Michael Stewart, User Member; Fire Chief John Murphy, User Member; Deputy Police Chief Mark Thompson, User Member

The meeting was called to order at 7:05 PM by Stephen Shea. Mr. Shea asked all members to identify themselves participating remotely.

Mr. Shea asked the committee to review the March 17, 2020 minutes. He made a motion to accept the minutes with a correction made by Mr. Kirby on page 2, which was seconded by Ms. Holland. Voted majority in favor 6-0-2 to accept the minutes as submitted by roll call vote; Stephanie Holland-yes; Ed DiSalvio-yes; Larry Guilmette-yes; John Miller-yes; Deputy Fire Chief Al Elliott-yes; Carl Campagna-yes, Jessi Finnie-abstain; Linda Hayes-abstain

**Senior Center Project Update provided by the OPM, Steve Kirby of Vertex**

Mr. Kirby reported foundation is 80% complete with last 20% started today including the elevator. They have started damp proofing and elevator casing. The demolition of the underground utility structures has started and materials have been delivered in order to start utility construction. The site did experience some fence damage and trailer electricity damage from a limb. The project has received curb cut and street permits but not yet the sewerage permit. The concrete stairs at the Recreation area are being worked on and forms poured.

There was a one week work stoppage by Delphi due to an interpretation of the Governor's guidance but it has been resolved and they are back to work. Mr. Shea thanked Mr. Kirby for providing information about the work stoppage. Mr. Kirby advised Committee that Delphi had put together a COVID-19 plan pursuant to Commonwealth guidance and the plan was submitted to the Board of Health last week. Since the work is outside, social distancing is easier. Mr. Shea asked if there was sufficient PPE on the site and Mr. Kirby said that was a bit of a problem construction industry wide. He further stated that Delphi was setting up an exterior wash station and signage had been put up. He reported that the porta potties have hand sanitizer and they are keeping up with availability of products.

Mr. Kirby stated the project completion date has not changed at this time and there are no change orders to preview but some PCOs to review. There are five PCOs to be reviewed.

PCO #6            Relocation of a yard drain due to tree – may be a no cost change

PCO #7R-1       Two underground drain lines in footprint of building that had to be removed - \$2,856 – will be recommended for later approval to a change order

PCO #9R-2       Engineer revised foundation to add shelf at top of wall due to fear of settlement for the interior slab to bear on - \$1,219.71 – should go down further in price and will be recommended for later approval as part of a change order. Mr. Shea asked if it was reviewed by architect and if it was normal. Mr. Kirby said it came from the architect and he had seen it done before to avoid the joint that could affect flooring.

PCO #10R-1      Revision to low voltage security system specified at request of IT Director Mike Minchello and a potential change in scope of fiber line running through senior center - \$8,771.42 credit which may increase as further reviewed by OPM. Ms. Canfield asked if the fiber would come through the B wing and Mr. Kirby confirmed that there is a hub there now and underground conduits on First Parish.

PCO #11           Deletion of some seismic restraint requirements on HVAC equipment due to classification in the code as reviewed by the engineers \$3,380.06 credit currently under review. Mr. Kirby said he hoped to have all of these incorporated in the next change order.

Mr. Shea asked for an update on the budget and Mr. Kirby said he has a PCO log tracking them and assumes worst case scenario for cost when evaluating contingency balance. Mr. Kirby said he is also expecting a credit on the damp proofing wall removal from the old C wing as we did not reach that level of tonnage specified in the contract.

Mr. Shea asked for any comments or questions from remote participants and there were none.

Mr. Kirby moved onto Delphi's application for payment #3 for work through March 31, 2020 for \$379,381.64 which brings the project to about 9% completion. Mr. Shea asked for any questions on the application for payment from the participants. Mr. Shea made a motion to approve payment application #3 for \$379,381.64 which was seconded by Mr. Campagna. Voted unanimously by roll call vote; Stephanie Holland-yes; Ed DiSalvio-yes; Larry Guilmette-yes; John Miller-yes; Carl Campagna-yes, Linda Hayes-yes, Stephen Shea –yes.

Mr. Shea moved onto the Vertex bill for OPM services submitted for payment in the amount of \$27,645.00. Mr. Shea asked for questions and none were received. Mr. Shea made a motion to approve payment to Vertex for \$27,645.00 seconded by Mr. Guilmette. Voted unanimously by roll call vote; Stephanie

Holland-yes; Ed DiSalvio-yes; Larry Guilmette-yes; John Miller-yes; Carl Campagna-yes, Linda Hayes-yes, Stephen Shea –yes.

Mr. Shea moved onto the Bargmann Hendrie & Archetype invoice for services for the month of February submitted for payment in the amount of \$19,124.80. Mr. Shea asked for questions and none were received. Mr. Shea made a motion to approve payment to Bargmann Hendrie & Archetype for \$19,124.80 seconded by Ms. Holland. Voted unanimously by roll call vote; Stephanie Holland-yes; Ed DiSalvio-yes; Larry Guilmette-yes; John Miller-yes; Carl Campagna-yes, Linda Hayes-yes, Stephen Shea –yes.

Mr. Shea presented the Bargmann Hendrie & Archetype invoice for services for the month of March submitted for payment in the amount of \$19,124.80. Mr. Shea asked for questions and none were received. Mr. DiSalvio asked if the billing would be spread out or if we would finish paying prior to the end of construction. Mr. Kirby said that it will lessen as we get further along. Mr. Kirby also stated that if the project went long he would require the architect to reduce their requests for payment. Mr. Shea made a motion to approve payment to Bargmann Hendrie & Archetype for \$19,124.80 seconded by Mr. Campagna. Voted unanimously by roll call vote; Stephanie Holland-yes; Ed DiSalvio-yes; Larry Guilmette-yes; John Miller-yes; Carl Campagna-yes, Linda Hayes-yes, Stephen Shea –yes.

Ms. Hayes said she has the first meeting tomorrow with the architect about interiors. Mr. Shea asked her to keep the Committee updated.

### **Public Safety Complex Update**

Mr. Shea updated the Committee that work still going on with the project is primarily the HVAC work in the EOC. The COVID-19 crisis has affected contractor availability. Mr. Shea asked Mr. Kirby for any WSP update but he did not have any information to provide as it is being mostly handled by the Town. Mr. Kirby did state that the gutter bracket project was still underway and the contractor had not yet replied if the materials were back from the galvanizer. He did say that the contractor had workers in the Carpenter's Union and they were not working during COVID-19. Mr. Shea asked for him to keep the Committee and the staff at PSC updated of any work to be conducted.

Mr. Shea asked for any further questions from participants and none were received.

### **Library Project Update**

Mr. Shea informed the Committee that the walkway had been installed and discussed that where the walkway now meets the patio the slopes were not ADA compliant. Mr. Shea asked for questions on the walkway or work being done. Mr. Campagna said he had gone to the site and he saw Mr. Vogel's concerns about the cross slope. Mr. Guilmette stated that it was better to err on the side of being cautious. Mr. Finnie thanked Kevin Cafferty for stepping up and getting this solved as well as Mr. Vogel's participation.

Mr. Shea presented proposed change order #13 for \$31,379.54 for the walkway, survey, crosswalk and mobilization and demobilization. Mr. Shea stated that the BOS had released additional funds to get this done. Ms. Finnie asked about the drain and Ms. Holt replied she had not yet received the change order for the drain. Mr. Guilmette noted that the contractor is not responsible for the grow in period and the Town would have to be responsible. Ms. Canfield asked about the cost of the patio and having the Committee take a closer eye on that amount. Mr. Shea moved onto preliminary change order #15 for \$18,961.80 for the replacement of 1,300 sf of patio and having them re-set. Mr. Shea asked Ms. Canfield if she had additional questions. Ms. Holland asked if they can be not to exceed amounts. Mr. Disalvio asked if there had been any attempts to have the contractor lower the quote. Ms. Holt noted that she had discussed the change order

with Mr. Cafferty and the cost was driven by the need to make custom cuts to re-lay the pavers and not just re-install the pavers as is.

Mr. Shea made a motion to accept change order #13 in the amount of \$31,379.54 seconded by Mr. Guilmette. Voted unanimously by roll call vote; Stephanie Holland-yes; Ed DiSalvio-yes; Larry Guilmette-yes; Jessi Finnie-yes, Carl Campagna-yes, Stephen Shea –yes.

Mr. Shea asked if anyone wanted to delay to see if a better price could be obtained. Ms. Holland expressed concern that another contractor would have mobilization costs and this contractor is mobilized. Mr. Shea made a motion to accept change order #15 in the amount of \$18,961.80 seconded by Mr. Campagna. Voted unanimously by roll call vote; Stephanie Holland-yes; Ed DiSalvio-yes; Larry Guilmette-yes; Jessi Finnie-yes, Carl Campagna-yes, Stephen Shea –yes

Ms. Holt asked the Committee to discuss how to move forward with the drain as approximately \$50,000 of the \$51,000 available had been used and there was still the open issue. Ms. Holt stated that \$658.66 was remaining. Ms. Finnie stated she may have budget funds available and Mr. Shea made a motion to approve the drainage work to complete the patio work at the Library by Argus Construction in a not to exceed amount of \$1,500 with the remaining funds allocated to the project for the walkway and the balance to made up from another town budget. Voted unanimously by roll call vote; Stephanie Holland-yes; Ed DiSalvio-yes; Larry Guilmette-yes; Jessi Finnie-yes, Carl Campagna-yes, Stephen Shea –yes

Mr. Shea asked for any old business or new business and there were no issues presented by participants.

Mr. Shea made a motion to adjourn at 8:10 PM which was seconded by Mr. Guilmette. Unanimous vote by roll call; Stephanie Holland-yes; Ed DiSalvio-yes; Larry Guilmette-yes; Jessi Finnie-yes, Carl Campagna-yes, Stephen Shea –yes, John Miller-yes; Linda Hayes-yes, Stephen Shea –yes, Deputy Chief Al Elliott-yes.

**Respectfully submitted,**

**Nancy Holt**