



**MEETING MINUTES**  
**Public Building Commission**  
**Tuesday, June 16, 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, Jim Boudreau; Town Administrator

**Remote Participants:** Larry Guilmette, Carl Campagna, Linda Hayes; User Member, John Miller; User Member, Steve Kirby, Vertex (OPM), Seth, TV, Alicia Anthony, Recording Secretary

**Commission Members Late to Dial In:** Stephanie Holland

**Commission Members Absent:** Jessi Finnie, Ed DiSalvio

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

Deputy Fire Chief Al Elliott: User Member

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**The meeting was called to order at 7:10 PM by Stephen Shea. Mr. Shea asked all members to identify themselves participating remotely.**

**Acceptance of Minutes:** Mr. Shea asked the committee to review the May 21, 2020 minutes. He made a motion to accept the minutes which was seconded by Carl Campagna. UNANIMOUS, Voted majority in favor (4-0) to accept the minutes as written with one edit to the change the date as submitted by roll call vote. Stephanie Holland was not present at the time of this vote.

**New Business:**

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

- **Project Update**

Senior Center - Mr. Kirby reported that the Senior Center progress onsite storm drainage system is ongoing. Merrill Engineers have been onsite a couple of times and reviewed the storm retention in their role a planning Board consultant. The sewer tie in to First Parish is complete. The first floor walls are up and they will be proceeding to the second floor walls. Some miscellaneous pieces of steel have also gone in. The building is going up

fairly quickly with a good sized crew. The shaft for the elevator has been built and the base slab has been poured.

- **Discuss Gym Project Findings**

Recreation Center - Mr. Kirby reported that the Recreation Center's new stairs ramp and door finally got opened up today for use by the Recreation Center's office. The abatement is complete. Temporary partitions have been installed to section off the work area from the occupied area. The interior demo is mostly complete. The exterior demo of the ramp and stairs is complete. The plumbers have started to investigate their rough ins. Some rerouting may have to be done as some unexpected things were found behind walls. The fence for the North Parking Lot has been relocated to Cudworth Road. The framing for the second floor mens room and the ramp is ongoing. The North and South edge of roof has been completed by the roofers. No wood deck will have to be replaced. New snow guards have been installed as well as new gutters and downspouts on both the north and south side. A roof drain will be replaced with a drain insert as opposed to a drain body due to access issues.

Sitework - Sewer piping is done and connected, storm drainage is still being worked on, and the underground installation for site lighting has begun.

Vibration issues are being considered.

Mr. Kirby then went through the photo log book sharing updated progress.

- **Discuss/Vote all Change Order/Requisitions**

CO #4; Credit of \$80,599.19

PCO #8R-1; Credit of \$718.44 for fire dampers revision.

PCO #11R-1; Credit of \$3,183.51 for deletion of sizing restraints.

PCO #13R-1; Credit of \$783.22 for deletion of a drainage cleanout out.

PCO #15R-1; Credit of \$1,572.99 to revise masonry repair at B Wing.

PCO #16; Credit of \$74,341.80 adjustment for C Wing damp proofing.

Mr. Shea made a motion to approve the change order totaling a credit of \$80,599.19 if there were no questions or concerns from the board, which was seconded by Carl Campagna, Voted majority in favor (5-0) by roll call vote – UNANIMOUS

Mr. Kirby moved onto Delphi's Application for Payment #5, \$487,186.22, costs for Senior Center and Recreation Center's May work.

Mr. Shea made a motion to approve application for Payment #5 if there are no questions or concerns from the board, which was seconded by Larry Guilmette, Voted majority in favor (5-0) by roll call vote - UNANIMOUS

Mr. Kirby asked for approval for BH+A Amendment #4

Mr. Shea made a motion to approve amendment for services from BH+A which is a proposal for traffic revision work at the Senior Center and a possible relocation of trash pad not to

exceed \$9,525, which was seconded by Larry Guilmette, Voted majority in favor (5-0) by roll call vote – UNANIMOUS

Mr. Shea made a motion to approve payment for Standard Invoice for BH+A for May services in the amount of \$24,814.80 if there were no further questions or concerns from the committee members, which was seconded by Stephanie Holland, Voted majority in favor (5-0) by roll call vote - UNANIMOUS

Mr. Shea made a motion to approve an invoice for standard services for the month of May from Vertex in the amount of \$22,776.16 if there were no further questions or comments from the committee members which was seconded by Carl Campagna, Voted majority in favor (5-0) by roll call vote – UNANIMOUS

### **Public Safety Complex**

#### **Gutter/Brackets**

Mr. Kirby stated that the gutter brackets and guards are complete and he will be verifying that everything is installed.

### **Library Project**

The closing of the project was discussed. There is one remaining item with the discussion about the generator set with the Town. Steve Shea will discuss with the town and get a path forward.

### **Old Business:**

There was nothing further to discuss.

Mr. Shea asked the board and the phone attendance if there was any other orders of business to discuss, questions, or comments. There were no other orders, comments or questions from attendees

Mr. Shea made a motion to adjourn at 8:16 p.m. which was seconded by Larry Guilmette, majority in favor (5-0) by roll call vote – UNANIMOUS

Respectfully Submitted,

Alicia Anthony (Recording Secretary)

### **Referenced Materials**

- Agenda
- Meeting Minutes
- Photo Log