

**TOWN OF SCITUATE, MASSACHUSETTS
PUBLIC BUILDING COMMISSION**



**MEETING MINUTES
Public Building Commission
Wednesday, October, 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, John Miller; User Member

Also, in Attendance: Nancy Holt; Finance Director, James; SCTV

Remote Participants: Linda Hayes; User Member, Kevin Kelly; Facilities Director, Larry Guilmette, Alicia Anthony; Recording Secretary, Steve Kirby; Vertex (OPM), Deputy Fire Chief Al Elliott, Stephanie Holland, Carl Campagna, Ed DiSalvio

Commission Members Absent: N/A

Mr. Shea called the meeting to order at 7:02 p.m.

Mr. Shea asked all members to identify themselves participating remotely.

Mr. Shea asked the committee to review the September 29, 2020 minutes. He made a motion to accept the minutes with one edit which was seconded by Carl Campagna. Voted majority in favor (7-0) to accept the minutes as written by roll call vote.

Discuss the Senior Center Project:

- **Project update: Vertex**

Mr. Kirby spoke about the senior center project updates. He stated that since the last meeting they have spread loam and did hydroseed. They have found that the hydroseed was a little thin. Also found grading issues in loam itself as well as some lack of water. It did get a good soaking yesterday. Some areas the seeds are popping but there is still work to do. The delivery of plants and trees is scheduled for tomorrow. There will be a landscape architect onsite to review and approve/reject items as they come off of the truck. They have begun planting on the west side of the property. Gutters have been completed. The downspouts are pending the completion of the siding, HVAC units have been delivered and swung up to roof with a crane. It is a little tight up there as the units are fairly big. They are now looking to have a platform built around condensing units. Mr. Kirby said that the installation of exterior trim is ongoing. He also reported that the siding has started, and last week they noted some water infiltration issues through the zip wall. BH+A as well as Delphi brought in people to check on these issues. Not all, but a few were creating a non-adhesion issue. Further findings expected to be back to Mr. Kirby. It is

suspected that water is coming in around tape joints in zip wall and thresholds of doors. This will all be worked on prior to putting siding in these areas. It was noted that yesterday's rain, water filtration was much less. All wet areas of insulation have been removed and replaced. The delivery of the senior center bricks is expected to come this week and the masons will come back to do the masonry work. Steve did say that they will have to watch weather temperatures in the instance this will need to be covered. Gypsumboard has started on second floor as well as taping. The elevator installation is ongoing yet the crew has not been on site for ~~awhile~~ a while. As of now, this hasn't caused any delay. The generator pad has been poured and this will allow the generator to be brought to the site and set in place. The trash pad adjacent to the soccer field was also poured. The MEPFP's are ongoing within the building. Mr. Kirby stated that there are a ton of guys in there right now doing all that needs to be done which is a good showing by ~~the trades~~ the trades. The paperwork for Columbia gas has been signed and forwarded along and they're currently being chased to find out ~~when services~~ when services will be installed. The old Gates School entry demolition will be starting tomorrow and the new entrance will now be used which is located in the front of the senior center.

John Miller asked about how this would affect the generator coming in. Mr. Kirby stated that it is very big so will be craned in by Chet's Welding.

Recreation Center: Plumber was on the second floor today piping up the new toilet rooms. Tree #1 is scheduled to be removed tomorrow by Malphy Tree Services through the DPW.

Ed DiSalvio asked Mr. Kirby if testing for water infiltration was required for these windows. To which he responded that two or three of each type will be. Mr. Kirby would like to see this done even if not in the spec especially because some are doors, but are fixed panels.

Stephen Shea asked Mr. Kirby if the vendors and manufacturers are standing by their products. Mr. Kirby said that there has been two zipwall representatives out and that the second guy is far more thorough than the first as he had found far more for the contractor to address.

Mr. Shea asked Mr. Kirby how the front drive progress is going with the island and all. Mr. Kirby responded that the granite has not been delivered yet but is hoping it will be in the next couple of weeks. He stated that once the islands are done the workers will be able to drive though this main entry but deliveries will need to continue to go through the Cudworth gate.

Mr. Shea asked Mr. Kirby how things were going with the Covid compliance. Mr. Kirby stated that for the most part all is going well. He said that there are times that the workers need a reminder to pull up their masks but overall everyone knows what they are supposed to be doing.

Mr. Shea stated that it seems like there hasn't been any real big delays due to Covid. Mr. Kirby agreed and said that although he ~~had some~~ had some concerns, there hasn't been anything that's come back a real issue yet.

Mr. Shea asked Mr. Kirby how the heavy rain impacted the project. Mr. Kirby replied that it was such a quick storm and no problems were noted.

Facilities Director, Mr. Kevin Kelly, stated that snow rails were going to be needed around the rooftop equipment to which Mr. Kirby agreed and said he will speak further on this during his photo presentation.

John Miller inquired about the hydroseeding issue and asked Mr. Kirby if this was going to require more loam or would re-spreading what is there be enough. Mr. Kirby stated that they just didn't do a good job spreading it all out and will need to top it off. This could potentially disturb what's already there but they owe us a fine graded surface with full grass.

Photo Documentation was shared.

Mr. Kirby then stated that there were a few issues. He informed the board that the FF&E -Packages have been sent out for bid. The bids are due on Friday and were sent to four bidders.

Last week Mr. Kirby attended a Planning Board meeting as the revision to the Parking Monitor Plan was on their agenda. Mr. Kirby stated that it has been approved to start once the Senior Center is in full operation. The board did ask for a date but Mr. Kirby informed them that this is hard to give, especially with Covid issues. He will have to appear before them once more when things are fully operational

John Miller asked Mr. Kirby to explain what the monitoring program is. Mr. Kirby stated that this is what was put in a decision letter from the Planning Board stating that once the Senior Center was up and running, the parking lot would be monitored for a period of six months. This would show what type of numbers came back to see if the future parking lot would need to be installed or not. A spreadsheet will be maintained Monday through Friday for six months so there will be a fair amount of data. This will be submitted to the Planning Board in a report and they will decide if the 16 space parking lot will need to be constructed or not.

Mr. Kirby stated that he now has a budget set aside, holding money in the overall budget for this. He hopes it will not be needed to be used for anything more imminent.

Mr. Kirby informed the board that he also took a look at the B Wing in case the Food Pantry was to come in there. He then said that Town Administrator, Jim Boudreau and Facilities Director, Kevin Kelly met with him onsite today. They also looked at where handicap parking could be to access that door. There are a few cost things still to look in to.

- **Sub-Committee update, SSC Finishes Selection Process and Discussion**

Linda Hayes provided a brief update. She reported that they had an initial meeting with the architect and designer today on proposed finishes, colors and materials for the furnishings. The bids are due Friday at noon as Steve Kirby had said. Linda stated that Rachel Young from BH+A plans to set up a meeting early next week to review. Ms. Hayes asked Nancy Holt if they would need to execute a contract with the winning bidder or generate a letter of intent. Nancy informed Linda that they will need to award a contract.

Linda understood and said that the subcommittee has plans to meet at some point on October 23 to discuss and finalize finishes and materials for furnishings. She asked if this would involve the winning bidder. Mr. Shea stated that since all four of the bidders got a list of materials with very specific details, some quality bids should come in and the project should be able to move quickly. Nancy Holt informed Ms. Hayes that they can also negotiate with the low bidder before signing a contract.

Stephen Shea and Stephanie Holland both stated that they would try to attend the subcommittee meeting depending on the time to be set.

There were no further questions or discussion from board.

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

Mr. Shea stated that there were no change orders to discuss but asked Mr. Kirby to walk the board through the Purchase Orders and bills to which he reported the following:

- Mr. Kirby presented Delphi application for payment #9 in the amount of \$1, 257,104.59 for work completed through September 30, 2020. This brings the project to 57.24% complete.
Senior Center costs associated with this are masonry, mismetals, carpentry, siding, insulation, roofing, drywall, windows, drywall, painting, food service equipment, HVAC, electrical, plumbing, elevator, fire and landscaping.
Recreation Center costs associated with this are masonry, mismetals, framing, roofing and electrical.
Mr. Shea made a motion to approve Delphi Construction Application for Payment #9 for work completed through September 30th in the amount of \$1,257,104.59. This invoice was certified by the architect and OPM for costs associated with Senior Center and Recreation Center costs as mentioned above by Steve Kirby. This motion was seconded by Larry Guilmette and voted majority in favor (7-0) by roll call vote; UNANIMOUS.
- Mr. Kirby presented invoice #24763 for Bargmann Hendrie + Archetype Inc. for services rendered through the month of September in the amount of \$18,643.60. These costs are associated with

construction administration (brought to 76%) and FF&E (brought to 82%). Steve stated that Vertex has reviewed and is recommending approval.

Mr. Shea made a motion to approve invoice #24763 to BH + A for serviced rendered through September in the amount of \$18,643.60 for costs associated with construction administration and FF&E, which was seconded by Carl Campagna and voted majority in favor (7-0) by roll call vote; UNANIMOUS.

- Mr. Kirby presented Vertex Invoice #134756 for the month of September in the amount of \$25,750.00. Stephen Shea stated that these costs were associated and conclusive with regular service work and commissioning from amendment #1 as well as material testing from amendment #2.

Mr. Shea made a motion to approve Vertex Invoice #134756 for the month of September in the amount of \$25,750.00, which was seconded by Linda Hayes and voted majority in favor (7-0) by roll call vote; UNANIMOUS.

Mr. Kirby stated that he would like to have Change Order #8 ready for the next meeting. He also asked if the next PBC meeting could be rescheduled to October 28th. Mr. Shea said he would put the feelers out on moving this scheduled date.

- Mr. Shea presented one last invoice for the gaming table that Linda Hayes was approved to purchase at the last meeting for The Senior Center. This was voted as to not to exceed \$500 and the invoice came in at \$449.10.

Mr. Shea made a motion to approve the invoice for the Senior Center gaming table in the amount of \$449.10, which was seconded by John Miller and voted majority in favor (7-0) by roll call vote; UNANIMOUS.

Old Business:

- **Review Any Open Old/New Business Items**

Deputy Fire Chief Al Elliott stated that the Chief just wanted to keep the board in the loop and sent the plans for the Humarock Fire Station to Mr. Shea to share with the board. The bids are due at the end of this week for the subcontractors and 10/30 for the general contractors.

Mr. Shea reported that Ed DiSalvio has given his notice. Stephen thanked him for his many years of service on the board. Mr. DiSalvio has had many accomplishments in his 20+ years on the Public Building Commission and he has enjoyed his time. His last meeting will be our next (TBD 10/27 or 10/28).

Mr. Shea made a motion to adjourn the meeting at 8:01 PM which was seconded by Carl Campagna and voted majority in favor (7-0) by roll call vote; UNANIMOUS.

Respectfully submitted,

**Alicia Anthony
Recording Secretary**