

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



**MEETING MINUTES
Public Building Commission
Tuesday, October 27, 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, Briana; SCTV

Remote Participants: Larry Guilmette, Alicia Anthony; Recording Secretary, Steve Kirby; Vertex (OPM), Stephanie Holland, Carl Campagna, Ed DiSalvio, Kevin Kelly; Facilities Director, Deputy Fire Chief Al Elliott, Rachel Young; BH + A

Commission Members Absent: Linda Hayes; User Member

Mr. Shea called the meeting to order at 7:01 p.m.

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

Mr. Shea asked the committee to review the October 14, 2020 minutes. He made a motion to accept the minutes with one edit which was seconded by John Miller, and voted majority in favor (7-0) to accept the minutes as written by roll call vote.

Discuss The Senior Center Project:

- **Project Update – Vertex**

Steve asked Mr. Kirby to update the board on The Senior Center Project since the last meeting. Mr. Kirby said that on the 15th, the landscaping plantings and materials were delivered to the site. Essentially the installation was concentrated on the West side of the project and the parking lot island. The landscape architect was on site on the 19th and he reviewed and accepted all of the plants that have

been delivered as well as locations of plantings. The prepping and pouring of sidewalks has begun at the front of The Senior Center. Demolition has continued slowly in the area of the trailers. Curbing and asphalt from the old circle is being gotten rid of. Tree #1, the tree next to the gym, got cut down on the 15th and removed from the site. Mr. Shea stated that he appreciated seeing photos of this and said he felt it was definitely worthwhile have had the rotted tree removed. The date of the stump removal is not known, so sidewalk installation will continue around it. Mr. Kirby said that inside the building, stair #2 was installed, which is a metal staircase. Siding installation has continued and they are setting up some spray testing on the windows. Some sealant has been added under the stainless steel base flashing that's at the bottom of the exterior wall over the foundation. Mr. Kirby stated that they have continued to review reports from BEA that BH+A had brought in and the representatives from Pella and the zip wall. He said that water filtration has been greatly reduced. The thin brick is ready to go but the delivery has been delayed. The full size brick, which will go around the poles on the porch, is there, but the thin brick is estimated to be delivered this week for The Senior Center and probably in another two weeks for The Recreation Center. The mason is ready to start as soon as delivery comes. Mr. Kirby said that the gypsum board and taping is continuing on the second floor and is now moving on to the first floor area. The elevator installers are back on site and are continuing with the hoist way and have installed the door frames. The masons are blocking around these. MEPFP's are still ongoing throughout the building. Delphi is planning to pour the second floor gypcrete around November 6th. They would like it to be done on a Friday so that it can dry over the weekend. They're working on issues with the floors and getting insulation done prior to this date. Mr. Shea asked if The Senior Center had its own power going. Mr. Kirby informed him that they're still running off of a generator and that he is waiting to get a date on when the transformer will be delivered. He then said that he's also still waiting to hear back from Columbia Gas for a gas service date. Mr. Shea asked if the main electrical room was in good shape. Mr. Kirby said that it was and was one of the first rooms complete so that the electrical panels could be put on the walls when ready. He also reminded Mr. Shea that the generator is still being stored off site but it's ready to go when site is ready for it.

Mr. Kirby then spoke on The Recreation Center's progress. The elevator installers are back and working. The plumbing and electrical is ongoing on the second floor. He said that the brick for the elevator shaft is delayed as he had mentioned prior. There was a reported leak in the roof that needs to be figured out exactly where it's coming from over on the tennis court side. They replaced a good portion of the roof membrane but did not replace it entirely. It appears that this is in an area where it had leaked before because there is a stain on the ceiling. Ideally he would like to try to spot it as an active leak when it's raining but as we have not had much rain that hasn't been possible. Mr. Kirby then said that the granite curbing for the revision to the main entry traffic control island is due in on November 2nd.

John Miller asked Mr. Kirby if they had ever done a window test at The Senior Center. Mr. Kirby said that it is being set up and that it's a shared cost, as to how the spec is written, between the owner and Delphi. He said that is a topic planned for tomorrow's meeting. Mr. Miller then asked if any more water had been seen. Mr. Kirby said there have been some areas that have appeared to be damp last week off of the multipurpose room. He said that the one bad area near the main entry towards each window has been dry and appears it's been eliminated. Mr. Shea asked if these were the only two areas that have had the issues. Mr. Kirby stated that there was a few throughout the building. On the upper floors there were a couple of areas that were determined to be from some flashing back when the siding hadn't been installed yet so has since been eliminated. Mr. Shea asked how the loam, seed and hydro seeding is going. Mr. Kirby said that everything that was hydro seeded on the West side damaged by the landscapers, then saying this probably wasn't the best thing to do. He has notified the GC that this was unacceptable both here and in other areas it happened in. This will all have to be addressed again. Mr. Shea asked that Mr. Kirby keep the board posted on this.

*Photo Documentation was presented by Mr. Kirby

Mr. Kirby then said that he was forwarded an update from Delphi that their interior door supplier is claiming some interruptions and delays due to Covid making the estimated delivery of the interior doors and frames not until the middle of December. This is cause for concern as this is when it was estimated to be about a month to a month and a half to a substantially completed point. Mr. Kirby has requested more information such as when the doors were released, when they had expected them originally, as well as more detail on why there is a delay now. Mr. Kirby suspects that they are meaning their plants were shut down but this was not put in their letter. He then said that he heard there was also a delay in the operable partition and said he has heard this on another job of his as well. They are saying that they think they're going to get their track but may not be in time to do things in the sequence they want to do things in. There are also delays on the residential kitchen appliances. He has not heard anything on the food service equipment but thinks they'll be ok.

Mr. Kirby said he hasn't been hearing much from the electrician but there have been many light fixture deliveries. The furniture packages went out to bid and are due back on Friday.

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

Mr. Kirby asked for the board to review Change Order #8, which is a credit of \$10,249.78, and included six Purchase Change Orders.

- PCO #30 for revisions in The Recreation Center including the new ramp, changes to the acoustical ceiling and the new women's toilet room ceiling and ductwork. This totaled \$2,038.23
- PCO #49 R1 for some flooring revisions in The Recreation Center to install VCT at the bottom of the stair landing as requested by the town. This also included installation of walk off mats at the new main entry on

the South side of The Recreation Center adjacent to the tennis court. This totaled \$2,068.36.

- PCO # 62 for revisions to the entrance drive to The Carriage House as requested by The Historical Society who wanted the concrete changed to stonedust. This totaled \$400.17.
- PCO #63 for deletion of a ramp. In original documents there was a concrete ramp with stainless steel hand rails on the sidewalk that comes in from First Parish in front of the B Wing and runs all the way to the front of the gym. This was mainly due to the grading in the area but Coastal was able to revise the grading so that the sidewalk is still there but no concrete ramp or railings which is a value engineering change and totaled a credit of \$16,157.33. Mr. Kirby stated that the access didn't change, only what was being installed.
- PCO #65 for bollard covers at the transformer to increase the height per NGrid request and this totaled \$482.11.
- PCO #67 to add lighting to the large attic space which was previously left out but is required as there are utilities up there. This totaled \$918.68.

Mr. Shea made a motion to approve Change Order #8, which includes PCO numbers 30, 49 R1, 62, 63, 65, and 67, for a credit of \$10,249.78, which was seconded by Larry Guilette, and voted majority in favor, (6-0) by roll call vote; UNANIMOUS.

- **Exterior Signage Review – BH+A**

Rachel Young from BH+A stated that she has been having discussions with Deputy Fire Chief, Al Elliott, Linda Hayes and John Miller about the exterior signage. Today, sketches were sent back to her with two elevations. One being the North side, which is the side that faces First Parish, and the West elevation, which is the side that faces the neighbors. BH+A is proposing that the address numbers, "333", on the North elevation, and to put the name of the building, "Scituate Senior Center", on the West side. She stated that on the West side of the building is in three sections and they're proposing putting the "Scituate Senior Center" lettering on the center of those three sections.

Ms. Young then said that the second piece of signage they would like to amend is that at the front entry. She stated that she thinks one of the weaknesses with the current design is that the front entry is kind of pushed back off of the street making it not as intuitive. Ms. Young said they would like to put signage next to the front entry to draw attention to that door making it know that it is the main entrance. There are a lot of doors and this would also highlight this main one. The proposal is to put a larger round sign next to that door of the Scituate Seal and around the seal have "Scituate Senior Center". Mr. Shea asked Deputy Fire Chief, Al Elliott if he reviewed this from the fire station's point of view. Mr. Elliott said that this would be fine with them and that they are going to now call the front of the building the "A" side. It was discussed that guests from out of town may have difficulty finding the building without street signage to help identify the building. Mr. Shea asked if there was approval for any monument signs from The Planning Board. Ms. Young said not as of yet as we never had

proposed monument signage. She then said that filing for a regular sign permit has to be done and will be. Ms. Young stated that she isn't saying she's opposed to this, but monument signage was never something they talked about and will most likely require further study. Mr. Shea and Mr. Miller brought up the idea of having signage in both places and asked Ms. Young what the harm would be in that. Ms. Young said that their only concern on putting the signage on the North end is that the emergency generator has an exhaust associated with it and they didn't want to interfere with that. She said that if that exhaust wasn't noticed, she thinks they would've left that signage as well as added the new. Ms. Young then said another possibility for the board to consider is to put signage on the East side of the building on the brick side as it is most visible as you come from the harbor. She said this would give it signage on both sides of the building. Mr. Shea stated that he thinks this would be nice and asked Ms. Young when she needs a decision on this. Ms. Young replied that the contractor hasn't submitted on the signage yet so from that perspective this isn't urgent but she thinks it will become so soon. Mr. Shea said he would like to see a drawing of what signage would look like on the other side and then have the board vote on it soon so that Rachel can bring it to The Planning Board. Ms. Young confirmed. Mr. Shea said he'd like to vote on this at the next meeting. Ms. Young offered to have drawings done to show what this would look like from the street and the board agreed this was a good plan.

Public Safety Complex Project Update:

- **Discuss EOC HVAC with Kevin Kelly**

Facilities Director, Kevin Kelly said that there was nothing large in the sense of an update other than that there is a proposal from GG&D for close to \$4,500. Mr. Kelly wants to request to put in for \$6,000 as this proposal to just address the cooling situation but heat is also an issue in the building, although not as much of an issue as the cooling. Mr. Kelly sent the proposal over last week and would like approval from the board. Mr. Shea asked if this was just for the engineering design in addition to the WSP work that was already done. Mr. Kelly agreed that yes this was correct. Mr. Shea had thought WSP was supposed to take care of some of this to which Mr. Kelly said they only make suggestions. This would only be for HVAC in the EOC as this is the only area having significant issues. Mr. Shea asked what was retained from The Public Safety Project. Nancy said there was \$35,000. Mr. Shea said that if they cut in to this, it only leaves them \$29,000 to get the work done and asked if Mr. Kelly thought this would be enough. Mr. Kelly stated that he thinks it would but needs to see what they come back with. Mr. DaSalvio asked who was going to hand the bidding for this. Mr. Kelly said it would depend on the costs. Mr. Shea suggested he goes back to tighten up this figure further. Mr. Kelly said he would follow back up but is hesitant to start the next phase as that would surely drive the cost up. Mr. Shea and the board agreed that it would be progress to get this amount tightened up and move forward at the next meeting.

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

None to discuss.

Library Project Update:

- **Discuss Generator Options with Kevin Kelly**

Mr. Kelly said that he had reached back out to the electrical engineer as there were some specifications that were unclear as they were putting it out for central register and the paper. He stated that he is hoping to have this hit the paper in the next week or two. This would hopefully put the bidding date between the last week of November and the first week of December. Mr. Kelly said this is the timeline that he thinks they're currently looking at right. Carl Campagna asked if this all falls in to budget, will this construction take the next step to go in for this winter. Mr. Kelly replied that he thinks it would be close to the winter if everything went ok but a lot of the work would definitely start. He said that there is significant digging so cold weather would impact it but just going on with the project would be preferred.

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

None to discuss.

Old Business:

- **Review any open old/new business items**

Mr. Shea gave his thanks to Mr. Ed DiSalvio for his many years on the Public Building Commission as this was his last meeting as a member of the board. Mr. DiSalvio said he enjoyed his time.

Mr. Shea made a motion to adjourn the meeting at 7:57 p.m. as there was no further business to discuss, which was seconded by Carl Campagna, and voted majority in favor (7-0), by roll call vote; UNANIMOUS.