

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



**MEETING MINUTES
Public Building Commission
Thursday, April 1, 2021
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: Chairperson; Stephen Shea

Also, in Attendance: Finance Director; Nancy Holt, SCTV Staff Member; Briana Trifiro

Remote Participants: Recording Secretary; Alicia Anthony, Chief John Murphy from Scituate Fire Department, Larry Guilmette, Carl Campagna, Planning Board Liaison; Bob MacLean, Scituate Senior Center/PBC User Member; Linda Hayes, Joe Annese, Vertex (OPM); Steve Kirby, Stephanie Holland, Deputy Chief Al Elliot of Scituate Fire Department, User Member; John Miller, Facilities Director; Kevin Kelly, John Bologna/Coastal Engineering

Commission Members Absent: Stephanie Holland

Mr. Shea took a roll call of all participating remotely.

Commence Meeting:

- **Mr. Shea called the meeting to order at 7:02 p.m.**
- **Mr. Shea asked the committee to review the March 16, 2021 minutes. He made a motion to accept the minutes as written, which was seconded by Carl Campagna, and voted all in favor (6-0) to accept the minutes as written by roll call vote; UNANIMOUS.**

Roll Call Vote:

Stephen Shea (yes)

Carl Campagna (yes)

Linda Hayes (yes)

Joe Annese (yes)
Larry Guilmette (yes)
John Miller (yes)

Senior Center Project:

- **Project Update**

Mr. Kirby informed the board that Punch Lists for the interior and exterior of the building, the civil punch list, as well as the mechanical, electrical, and fire protection have been issued to the contractor and currently being worked on. The landscapers are working on spreading loam (weather dependent) and a delivery of plants and trees arrived today.

Mr. Kirby reported that the same is going on at The Recreation Center.

Mr. Kirby then followed up on some prior issues. The first being the noise up on the roof, parts have been ordered. It is planned to have the HVAC Contractors make the repairs as soon as the parts come in. The lighting issue was the next thing he mentioned saying that they had the lighting consultant out. Since then they have reduced the lumens in the front lobby / overhang bulbs facing the neighbor's home. The consultant had found out that the lighting at the main entrance overhang was higher than it needed to be and has been adjusted. The final spray test is due to be scheduled. Mr. Shea asked Mr. Kirby about the leak in the gym being resolved. Mr. Kirby responded to him saying that they did find a tear in the roof in the general location of the leak but they had also found that the membrane on the roof is delaminating from the insulation below. This has caused two of the insulation screw and plates to be pulled out and under the membrane. The roofer is scheduled to cut this open and repair it. He stated that they are also now planning to add snow guards to the roof on the southeast edge of the roof which will be reflected in the proposed change order. Steve Shea asked if the engineers had reviewed the possibility of having horizontal exhaust stacks on the generator. Steve Kirby said it was still in review with the engineers.

- **Discuss Submitted Questions**

- How is the landscape commission approved and when does the warranty start on the landscaping?

The landscape architect reviews and accepts the plantings as they are delivered. There is a one-year warranty on the plants.

- Is the damage to the traffic island on the punch list to be repaired?

Yes, it is on the Civil Punch List.

- Has the issue with the main parking lot lights been resolved, it appears that they're two times brighter than the general surrounding single head lights.

The lighting consultant came out to look at the lighting intensity/design all checked out to spec except at the main entry door overhang. One observation is that two of the double heads are facing the neighbors as that is the way the parking lot is laid out and the cut back guards that go on the light part to keep the light along the perimeter are on the back of the fixtures as to not cut down the parking lot lighting which would create a safety issue. There is no spillovers of light over the fence or to adjacent properties.

- What is the progress on the light sensors?

This is currently being discussed between the architect and the lighting consultant as to what the best method should be. Mr. Kirby also has plans to meet with The Scituate Police Department regarding these issues to get the current requirements for building safety as well as their input on the issue.

- What are the hours for the lights?

On at 6:00PM and off at 9:00PM

- Board Member, Carl Campagna asked if the emergency lighting credits has been handled.

Joel Bargmann is aware of this and it is currently being discussed.

- Board Member, Joe Annese asked if the parking lot lights are on a two-level motion sensor?

No, but this was a requirement of The Planning Board and is still an on-going discussion and a work in progress.

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

Change Order #12 for Delphi Construction totaling \$10,117.78 and involve PCO #82 for revisions to restroom accessories for a credit of (\$160.36), PCO #101, Bulletin 102 for relocation of a security camera in The Senior Center amounting to \$1,270.66, PCO #105 for wrapping an 18x18 column in The Recreation Center restroom with PVC per The Building Inspector which amounted to \$1,315.50, PCO #106, Bulletin 103 for adding additional snow guards to The Recreation Center's South Side as well as adding them closer to the roof's edge due to snow sliding off this past winter, this amounted to \$5,492.62, and PCO #107 to caulk the steel angle that is holding up the precast concrete around the outside of The Senior Center and totaled \$2,199.36.

Mr. Shea made a motion to approve Change Order #12 submitted by Delphi Construction for PCO's #82, #101, #105, #106 and #107 as described above in the amount of \$10,117.78 which was seconded by Larry Guilmette and voted all in favor (6-0) by roll call vote; UNANIMOUS.

Roll Call Vote:

Stephen Shea (yes)

Carl Campagna (yes)

Linda Hayes (yes)

Joe Annese (yes)

Larry Guilmette (yes)

John Miller (yes)

Purchase Order for Home Depot for hanging supplies for The Senior Center submitted by Facilities Director, Kevin Kelly in the amount of \$67.45.

Mr. Shea made a motion to approve PO #2108039 to Home Depot Pro for hanging and miscellaneous hooks for The Senior Center in the amount of \$67.45 which was seconded by Carl Campagna and voted all in favor (6-0) by roll call vote; UNANIMOUS.

Roll Call Vote:

John Miller (yes)

Larry Guilmette (yes)

Joe Annese (yes)
Linda Hayes (yes)
Carl Campagna (yes)
Stephen Shea (yes)

Purchase Order for fitness equipment for The Senior Center that was previously approved by the board and is now installed, the amount of this totaled \$9,996.00.

Mr. Shea made a motion to approve Purchase Order #2105505 to Johnson Health Tech North America for The Senior Center's fitness equipment in the amount of \$9,996.00 which was seconded by Joe Annese and voted all in favor (6-0) by roll call vote; UNANIMOUS.

Roll Call Vote:
John Miller (yes)
Larry Guilmette (yes)
Joe Annese (yes)
Linda Hayes (yes)
Carl Campagna (yes)
Stephen Shea (yes)

Facilities Director, Kevin Kelly spoke on his invoices for materials for cleaning, mechanical and maintenance for The Senior Center.

Mr. Shea made a motion to approve the quote to Home Depot Pro for general cleaning and janitorial supplies in the amount of \$620.54 which was seconded by Carl Campagna and voted all in favor (6-0) by roll call vote; UNANIMOUS.

Roll Call Vote:
Larry Guilmette (yes)
Joe Annese (yes)
Linda Hayes (yes)
Carl Campagna (yes)
John Miller (yes)
Stephen Shea (yes)

Mr. Shea then made a motion to approve the quote with I.D. #30601181 for general building maintenance supplies, inclusive of a wide area vacuum sweeper, an auto scrubber, various ladders, and mechanical maintenance equipment in the amount of \$16,030.72 which was seconded by Larry Guilmette and voted all in favor (6-0) by roll call vote; UNANIMOUS.

Roll Call Vote:
John Miller (yes)
Carl Campagna (yes)
Linda Hayes (yes)
Joe Annese (yes)
Larry Guilmette (yes)
Stephen Shea (yes)

Mr. Shea made a motion to approve the quote from U-Line for wire shelving and racking systems to be used for janitorial storage and housing in the amount of \$1,025.00 which was seconded by Joe Annese and voted all in favor (6-0) by roll call vote; UNANIMOUS.

Roll Call Vote:

John Miller (yes)
Carl Campagna (yes)
Linda Hayes (yes)
Joe Annese (yes)
Larry Guilmette (yes)
Stephen Shea (yes)

Humarock Fire Station #4:

- **Project Review to Date**

John Bologna of Coastal Engineering updated the board on the progress of Humarock Fire Station #4 to date. He said that things are moving along and they had a pre-construction meeting with The Conservation Commission Agent and other members yesterday. The relocation of staff has begun. The contractors have been on site working on hazmat abatement. Once that is complete they're shooting for demolition to happen the end of next week. They are also working on utility cut offs and notifying abutters. Mr. Bologna said that the project signs are due to be delivered on Monday.

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

Mr. Bologna shared that the lowest bidder for the project was Briggs. They are also within budget and have been used many times before by The Town of Scituate with satisfactory results.

Mr. Shea made a motion to approve Briggs for The Chapter 17 Materials Testing at the new Humarock Fire Station site, as they came in at a low bid of \$5,945 (highest bid for the scope was \$11,468) which was seconded by Joe Annese and voted all in favor (5-0) by roll call vote; UNANIMOUS.

Roll Call Vote:

Larry Guilmette (yes)
Joe Annese (yes)
Carl Campagna (yes)
Chief John Murphy (yes)
Stephen Shea (yes)

Mr. Bologna shared the change order proposal for the windows with the board. After the discrepancies spoken on last month they have decided to take out one of the twin windows in one of the dorm rooms and went with a full-size single window to meet safety requirements. This will turn out to be a savings of \$1,030.31.

Mr. Bologna then shared a second change order for a no cost swap out for the sheet metal, siding and roofing that was on the original Morton Building spec. to the hardy board plank and asphalt shingles.

Mr. Shea made a motion to approve Change Order #1 for changes to The Humarock Fire Station's windows and dormitory room #107 from a double hung window to a single double hung window for a contract decrease amount of \$1,030.31 which was seconded by Joe Annese and voted all in favor (5-0) by roll call vote; UNANIMOUS.

Roll Call Vote:

Larry Guilmette (yes)
Joe Annese (yes)
Carl Campagna (yes)

Chief John Murphy (yes)

Stephen Shea (yes)

Mr. Shea made a motion to approve Change Order #2 for a change apparatus bay for building siding and roofing changes in style from sheet metal and roofing panels to conventional cement fiber board and asphalt roof shingles at The Humarock Fire Station Project with a zero net in amount for this change. This was seconded by Carl Campagna and voted all in favor (5-0) by roll call vote; UNANIMOUS.

Roll Call Vote:

Larry Guilmette (yes)

Joe Annese (yes)

Carl Campagna (yes)

Chief John Murphy (yes)

Stephen Shea (yes)

Mr. Bologna shared application for payment from Tower Construction for startup costs for The Humarock Fire Station Project plus a 5% retainage totaling \$17,684.25.

Mr. Shea made a motion to approve application for payment #1 to Tower Construction for services rendered to date in the amount of \$17,684.25 which was seconded by Joe Annese and voted all in favor (5-0) by roll call vote; UNANIMOUS.

Roll Call Vote:

Larry Guilmette (yes)

Joe Annese (yes)

Carl Campagna (yes)

Chief John Murphy (yes)

Stephen Shea (yes)

Mr. Guilmette then asked if he could ask a question regarding the construction sign on site. He stated that he noticed that this says that the OPM is Vertex but remembered that the OPM on this project was going to be The Town of Scituate. Mr. Shea responded that we are waiting to vote on this and then will adjust it as this sign is still in progress.

Old / New Business:

- **Review any Open Old/New Business Items**
None to discuss.

Mr. Shea made a motion to adjourn the meeting at 8:19 p.m. which was seconded by Carl Campagna and voted all in favor (4-0) by roll call vote; UNANIMOUS.

Roll Call Vote:

Larry Guilmette (yes)

Joe Annese (yes)

Carl Campagna (yes)

Stephen Shea (yes)