

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



**MEETING MINUTES
Public Building Commission
Tuesday, July 20, 2021
Community Room
Scituate Public Library
7:00 pm**

Commission Members Present: Stephen Shea; Chair, Joe Annese; Member, Larry Guilmette; Member, Linda Hayes; User Member, Carl Campagna; Member, John (JD) Miller; User Member

Also in Attendance: Alicia Anthony; Recording Secretary, Steve Kirby; Vertex OPM, Kevin Kelly; Facilities Manager, Chief John Murphy; Scituate Fire Department, John Bologna; Coastal Engineering, Captain Brian McGowan; Scituate Fire Department, Deputy Chief Al Elliot of Scituate Fire Department

Commission Members Not Present: Stephanie Holland; Member

Mr. Shea called the meeting to order at 7:03 pm.

Senior Center Project:

- **Project Update**

Mr. Kirby conveyed that the landscaping is as on-going as it can be with the weather conditions but said that the grass is coming in nice due to all of the rain. He also informed the board that an engineer worked on and sent in a design this week for the parking lot and porch lights. What was sent in is not in alignment with what the Planning Board wanted. Mr. Kirby plans to review feedback with the Architect.

The Parking Lot monitoring will begin on August 2, 2021 and the Planning Board has confirmed that this will be ongoing on a Monday through Friday basis for the next six months. Mr. Kirby said that the parts for the doors in the lobby have not come in yet but that it hasn't been too bad with rain coming in. The island project is scheduled for tomorrow, July 21, 2021, when the cobble stone alternate to the concrete infill, will be put in.

Mr. Kirby updated the board on an issue that had occurred over the weekend. A piece of fiber cement trim fell from the soffit on the east side over the patio and struck a bench. He said that the siding contractor had come out just today to look at it and stated that they

had used the wrong fasteners in that one piece. Mr. Kirby went on to say that he would like to get third party to look at this was being looked at as their own work, to which the board agreed. Mr. Kirby will talk to BH+A on how to proceed.

Board Member, Joe Annese spoke up saying that he has concerns on Delphi's language where they state that they "reserve the right for future claims". Mr. Kirby responded saying that this wording has resolved but Mr. Annese shared with him that he is still seeing the phrase multiple times in recent change orders as well as cover letters. Mr. Kirby assured Mr. Annese that he will look in to striking this wording or ask to add a page stating that no future claims will be allowed.

- **Project Schedule / Punch List**

Mr. Kirby started off by saying that the punch list is ongoing, although a little slow due to July 4th holiday. The interior and exterior punch lists have been reviewed by the architect, and both the architect and engineer are looking at close out docs.

- **Discuss / Review Proposed HC Ramp for B Building**

Facilities Director, Kevin Kelly, spoke saying that the proposal for a concrete ramp to the B Building Food Pantry is in and Mr. Shea agreed that it looks good and is needed as part of the project cleanup of the area. Mr. Kelly informed the board that there is a drain running outside of the door to the storm drain on the left, less than 10 feet away. The project is estimated to start at the beginning of August.

Mr. Shea made a motion to approve a concrete ramp for the Food Pantry from Dankris, including all material and labor, in the amount of \$14,885. This was seconded by Mr. Annese and it was voted unanimously (6-0).

- **Public Questions & Comments**

Scituate Resident, Susannah Green, of 337 First Parish Road asked about the noise reduction, stating that she is working from home and hears this noise all day and it is frustrating. Mr. Kirby responded saying that they are reviewing to see if an additional acoustical barrier can be added to the existing screen and structural frame, although not guaranteed, and without having to penetrate the membrane roof. The architect is looking in to having an acoustical engineer review and take a decibel reading. Ms. Green asked if updates could be made available such as results and dates as things progress, to which the board agreed would be done.

Ms. Green also asked about the duct work which Mr. Kirby responded that there isn't a time frame for this as of yet.

Scituate Resident, Jennifer Kuhn, of 20 Carry Litchfield Lane then asked if the way the lawn is being watered will be the way it will stay after the project is done. Ms. Hayes responded to her question saying that there isn't an irrigation system in place so the town groundskeeping will do the watering. Ms. Kuhn next asked about the weeds she observes on the property. Ms. Hayes informed Ms. Kuhn that the Senior Center volunteers will take care of these type of things after the landscaping contractor's work has been accepted. Ms. Kuhn then inquired about the Parking Lot Monitoring. Mr. Kirby explained that this will take place during business hours, Monday to Friday, hourly from 9 a.m. to 4 p.m., each day for six months. A team of people from the SC will be taking a look and logging how many cars are in the lot each hour as well as bike usage and illegal

parking. The Traffic Engineer will look at the log at the end of the 6-month period and send a report with the results to the Planning Board.

Ms. Kuhn then asked if something was going to be put up to block the trash receptacles from being seen. Mr. Kirby said that although this was the way it was originally designed they are looking at potentially putting in a gate but nothing is in the works as of now. Lastly, Ms. Kuhn asked if the handicapped ramp for the Food Pantry would be coming out of the Senior Center Project budget. Mr. Shea informed Ms. Kuhn that this part of the building was originally part of the C side so it is considered part of the overall project.

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

Mr. Kirby presented Vertex contract Amendment #3 for additional Construction Administration due to the extended completion date, stating that it is on a time and material basis not to exceed \$25,000.

Mr. Shea made a motion to approve Contract Amendment #3 from Vertex for extended construction closeout services, so long as time and material does not exceed \$25,000. Mr. Annese seconded this motion and it was voted unanimously (6-0).

It was mentioned that there wasn't a Delphi req. so there was nothing for review.

Mr. Kirby shared invoice #24938, an older BH+A for services through the month of January in the amount of \$9,992.40, and invoice 24939 for Amendment #4 – Entry Drive Redesign in the amount of \$7,825.00., Total of both invoices is \$17,817.40.

Mr. Shea made a motion to approve application for payment including Invoice #24938 and Invoice #24939 which is totaling \$17,817.40. Mr. Campagna seconded this motion and it was voted unanimously (6-0).

It was made known that Vertex bills for Mr. Kirby's attendance of the PBC meetings and has been done so throughout the project.

Mr. Shea made a motion to approve Vertex Invoice #151521 for services performed from May 30th through June 26th, 2021 in the amount of \$6,450. The motion was seconded by Mr. Larry Guilmette and voted unanimously (6-0).

Mr. Shea shared a Home Depot invoice with the board for \$301.14, which was used to purchase ladders, squeegees, and stools, as part of the ongoing PO that Mr. Kelly has going.

Mr. Shea made a motion to approve partial payment towards Purchase Order #2200560 for miscellaneous building supplies, which was seconded by Mr. Annese and voted unanimously (6-0).

Mr. Shea made a motion to approve payment for a room darkening screen for the multipurpose room in the amount of \$511.00, which was seconded by Mr. Guilmette and voted unanimously (6-0).

Mr. Shea made a motion to approve payment to Uline Inc. Company for six units of wire shelving put up in janitor closets in the amount of \$1,220.34, which was seconded by Mr. Annese and voted unanimously (6-0).

Humarock Fire Station #4:

- **Project Review to Date**

Mr. Bologna started off by saying that the rain has held things back a bit but the framing should be started this week. He stated that the slab and base are done and complete and the windows are ready at the warehouse for when needed. Mr. Bologna also informed the board that the tight tank issue is completely straightened out. He also shared that they are still meeting weekly on Thursdays.

- **Discuss / Review Site Security, Communications and Technology Design Proposal**

Mr. Bologna sent the proposal in to board a couple of weeks ago and Mr. Annese recommended that this be approved. It was discussed that Coastal Engineering had not addressed who would be responsible for what early on in the project. At this time, Mr. Shea reminded all that the budget is getting tight. It was stated that Mr. Fitzgerald of Tower Construction is good with the proposal and the PCO has been started with plan ready to go.

Mr. Shea made a motion to approve amendment #1 to Coast Engineering for additional telecommunications scope, with the amended amount of \$5,500 added to the original contracted amount of \$50,000 for a new total of \$55,500. The motion was seconded by Joe Annese and voted unanimously (5-0).

- **Discuss / Review Tight Tank Venting and Solution**

A plumbing inspection was required for the wiring associated with this project, as they have to vent the floor. If the drains go up through the roof, it will be of code, which makes sense, if it's tied in to the municipal sewer. In this instance there isn't a need to run through as it will be going in to a tight tank. Mr. Bologna said that as things were being discussed, this was passed down to the plumbing inspector, wording it as PVC can't be done where this is a public building. Mr. Bologna assured the board that there have been engineers there and this way can be done. we have had engineers, and this way can be done. He also informed the board that The State is also OK with moving forward this way and is approved to be adjacent to the driveway outside of the building.

Mr. Shea made a motion to approve Change Order #5 for the electrical work and alarming around the tight tank in the amount of \$2,998.80. The motion was seconded by Mr. Annese and voted unanimously (5-0).

- **Discuss / Review All-Comm Proposal**

This was an original proposal, that came back as it was going to cost \$26,000, 2years ago it was quoted for \$12,000, it has now come back at \$16,000. This is due to basic inflation and prevailing wage. Seeing that this is needed, it was agreed that there is no way around it.

Mr. Shea made a motion to approve the increased proposal amount to Elcom Technical for the installation of Z-Com for a total amount of \$16,000. The motion was seconded by Mr. Al Elliot and voted unanimously (5-0).

- **Public Questions & Comments**

There were none.

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

CO#4 from Tower Construction was recently received for the asbestos abatement underground as well as the additional fees for removal. It was discussed that removal fees could have been higher if they weren't already on site.

Mr. Shea made a motion to approve Change Order #4 to Tower Construction for an additional \$448 for asbestos abatement and removal. The motion was seconded by Mr. Guilmette and voted unanimously (5-0).

Mr. Shea made a motion to approve Application for Payment #4 to Tower Construction for concrete work as well as the slab, apron, beams, underground plumbing, and the pre-order of materials for the windows purchased in the amount of \$86,634.85, which has all been reviewed by the architects. The motion was seconded by Mr. Guilmette and voted unanimously (5-0).

Mr. Shea made a motion to approve Invoice #75666 to Coastal Engineering's standard monthly services through June 30th in the amount of \$5,000. The motion was seconded by Mr. Campagna and voted unanimously (5-0).

Mr. Shea made a motion to approve a partial payment towards Invoice #2200612 to PK Associate (A Briggs Parenting Company) for materials testing at Humarock Fire Station #4 in the amount of \$627. The motion was seconded by Mr. Annese and voted unanimously (5-0).

Mr. Shea made a motion to approve Purchase Order #2202365 to Wood Electric Company for overhead service construction in the amount of \$2,257.50. The motion was seconded by Mr. Annese and voted unanimously (5-0).

Mr. Shea made a motion to approve Purchase Order #3300634 to Wood Electric Company for temporary service to the station in the amount of \$401.25. The motion was seconded by Mr. Campagna and voted unanimously (5-0).

Public Safety Complex Project Update:

- **Discuss EOC HVAC**

Facilities Manager, Kevin Kelly, reported that he doesn't yet know if the DX Unit proposal for the heating & cooling system has come in, but stated that the budget is estimated around \$28,989. The space hasn't been utilized due to COVID restrictions putting a hold on trainings so this has actually bought some unexpected time

- **Public Questions & Comments**

There were none.

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

There were none to discuss.

Library Project Update:

- **Discuss Generator Options**

Mr. Kelly informed the board that this is slow moving as the engineer has been on vacation. He went on to say that the biggest hold up is at the front end SPECIFICATIONS and ADVIRTISEMENT FOR PROPOSALS. Mr. Kelly stated that Engineering Supervisor of Scituate DPW and Scituate Transfer Station, has been helping him with this project. He also said that he had heard back from Dan Curtain at Eversource regarding the gas issue. Mr. Curtain informed Mr. Kelly that he hadn't received any info as of yet so Mr. Kelly resent it all today and was told that Mr. Curtain would turn this around quickly. Mr. Kelly is hopeful to get a whole package together ASAP as bid docs still need to go out. He also informed the board that there is money in his budget to get "Project Help" and Paul Scott expressed interest in this as he just got finished with a project in The Harbor. Mr. Shea asked that they get this going soon so that the project isn't hanging out there much longer. The estimated wait for a generator is approximately 10 – 12 weeks, making for a likely Spring install if things were to get moving. It was agreed to discuss the progress at the next PBC Meeting with hopes of a sign update.

- **Public Questions & Comments**
There were none.
- **Discuss/Vote all Change Orders/ Requisitions**
There were none to discuss.

Meeting Minutes Review:

- **Approval of Meeting Minutes**
Mr. Shea made a motion to accept the minutes of the June 15, 2021 meeting which was seconded by Larry Guilmette and passed unanimously (5-0).

Old / New Business:

There was none to discuss.

Adjournment:

Mr. Shea made a motion to adjourn the meeting at 9:15 pm, which was seconded by Mr. Annese and voted unanimously (5-0).