

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



**MEETING MINUTES
Public Building Commission
Tuesday, September 14, 2021
Selectmen's Conference Room
Scituate Town Hall
7:00 pm**

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

Also in Attendance: Jen Smith; Recording Secretary, Steve Kirby; Vertex OPM, Deputy Chief Al Elliot of Scituate Fire Department, Kevin Kelly; Facilities Manager, Mike Minchello; Scituate IT Director, Chief John Murphy; Scituate Fire Department, John Bologna; Coastal Engineering

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

Chairperson Shea made a motion to accept the August 17, 2021 meeting with two edits which was seconded by Stephanie Holland and voted unanimously (5-0).

Changes to include - Stephanie was present for meeting and page 5 (instead of Coastal Engineering's, should be "Tower Construction's" .

Chairperson Shea motion to accept the meeting agenda with two edits which was seconded by Stephanie Holland and voted unanimously (5-0).

Senior Center Project: Project Update

Steve Kirby spoke on the Senior Center's project update stating that things were slow but progressing. He went on to say that the mason came back to work on the façade and there was some parking lot work completed. Mr. Kirby informed the board that Delphi has not sent an updated punch list but they are working down the list. Mr. Kirby said that the grass is coming in better and that he would like the landscape architect to come in and spot check as well as possibly replace some plants. Going on to say that this is time to do it as the rain has been helpful.

Update on Sound Engineer Visit/Report

Mr. Kirby spoke on the noise situation saying that he is waiting to get information so that the architect/engineer can look at it. It is set up with the acoustical engineer to do the reading on Sept 20th. Using Acentech Co. Initial reading measure and compare to codes and standards.

Update on Site Lighting and Bid Package

He stated that he got bids on the exterior light system; one for light poles and another for porch dimming. Two bids were received after sending to six or seven. Cederholm is the low bidder at \$38,131. Other bid was \$58,000 from Annese Electric. Further saying that some money was put aside for this and this scope has been added. Their proposal for costs to budgeted amount has been reviewed and he recommends moving forward with it.

Recreation Center Update

Mr. Kirby mentioned the Recreation Center's punch list, saying the lobby floor is finished and is currently drying. Will be available to use Sept 16th. Mr. Kirby also said that the floor looks better than did. He stated that Maura has been kept in the loop on timing and approved dates.

Discuss/Vote Change Orders

The lighting change order was reviewed. Mr. Kirby informed the board that Facilities Manager, Kevin Kelly has reviewed the scope –. The porch lights are dimmable and lower wattage. Mr. Kirby stated that he is satisfied with the scope of the project and mentioned that they're trying to get products that are readily available. He went on to say that The Planning Board's requirements were light poles turn on at sunset, and go off at 9. The requirements stated that if the light poles come back on due to motion detection, it is at a lower illumination not full. Mr. Kirby said that there is still a need to determine how long do the lights need to stay on once activated from motion.

Chairperson Stephen Shea made a motion to approve the auxiliary package with motion capabilities. Award to be granted to Cedar Holm Build in the amount of \$38,131 for scope of work as written. This motion was seconded by Mr. Larry Guilmette and it voted unanimously (4-0). 1 abstained. Joe is recused.

Mr. Kirby then reported that the water proofing of doors is complete as well as the tile work in both the bathroom and the gym. done. He went on to say that the parking study is being done. Linda Hayes mentioned that this is a valuable exercise because of peak times. She said that at times they have been out of parking and van service has been running – although restricted by driver availability. Mr. Kirby went on to say that they would revisit soffit trim as they got a proposal to do a visual only inspection of soffits. He wants to make sure they have adequate enough report so that there isn't a problem. Mr. Kirby stated that this would cost \$6,500 for one day worth of work using a lift. BEA submitted a proposal through BH+A. He said that he is concerned that the trim will break in the process of any invasive inspection. Mr. Kirby went on to say that instead of doing this visual inspection in person, a desktop investigation can be done with photos of the piece that came down. He also mentioned that it would be good to have a third party look at it after giving them all the info, statement from subcontractor and what he found and used, as well the manufacture's recommendations on installation. Mr. Kirby said that he can

review and gather information and participate in the desktop investigation and report opinion and recommendation. If it was installed per manufactures recommendation, the Town will pay the fee. If deficiencies are found, then the installer will pay for the investigation. Mr. Kirby says this is money well spent being a safety issue. He stated that he did not have a price for this type of review as of yet. Chairperson Shea asked Mr. Kirby to get a price on the desktop review.

Chairperson Shea made a motion to approve the soffit trim desktop evaluation by Building Enclosure associations to not exceed \$5,000, which Stephanie Holland seconded and was voted unanimously (5-0).

Linda Hayes requested additional items to order including the remainder of the kitchen items, as well as additional in the instance she has an event to capacity, a Brazier pan, a portion scale, an immersion blender and a food container box. She also mentioned that although the wrong desk was originally delivered for the Veterans Office, the company will not be charging them the difference and they will keep the desk. This is a \$731 change order.

Chairperson Shea made a motion to approve the request for additional kitchen equipment for The Senior Center for five additional items in the amount of \$731.35. Stephanie Holland seconded the motion and it was voted unanimously in favor (5-0).

Scituate Resident, Susannah Green of 337 First Parish Road then asked if the porch lights are dimmable and what is their wattage. Mr. Kirby responded saying that the wall sconce light bulbs have been changed on her side and they plan to add the dimmable feature. Mr. Kirby went on to say that the parking lot lights had additional motion detection and are dimmable. Ms. Green asked if it would be possible to have the full brightness time shortened. Chairperson Shea responded, saying that they're currently trying to build according to specs. Going on to say that after this is done, they can work on the brightness timing.

Ms. Green then asked if sound testing was being done in other locations other than the property line in regards to the sounds from the roof. Mr. Kirby responded saying that they will measure the sound pressure level on the property line and read the response from Acentech to abutter's emailed questions. Ms. Green then asked where the property line was and was told that it would be the fence line, although not technically the property line. Lastly, Ms. Green asked about the islands at the Senior Center, saying the curbing is less than three inches, which is the minimum agreed to. She also noted that she has observed traffic taking left turns from there, including some seniors as well as a delivery truck. Mr. Kirby responding that this is an enforcement issue, and these drivers should be ticketed. Chairperson Shea asked if Rachel could take specs while out there at the site. Mr. Kirby responded that this is supposed to be used by emergency vehicles only as an emergency issue. Chairperson Shea offered to send a note to Scituate Police Department.

Chairperson Shea suggested to vote to extend the contract on small kitchen ware in the amount of \$370.23 and then vote again to close it out.

Chairperson Shea approved various kitchen small ware to Kittredge in the amount of \$370.23 which brings the new contract amount to \$18,688.17. Joe Annese seconded the motion and it was voted unanimously in favor (5-0).

Chairperson Shea made a motion to approve payment to Purchase Order #220561 in the amount of \$6,027.73, which was seconded by Larry Guilmette and voted unanimously in favor (5-0).

Chairperson Shea made a motion to approve payment for Purchase Order #220671 for services by Master Mill Work for the handrail previously approved in the amount of \$4,483.78, which was seconded by Stephanie Holland and voted unanimously in favor (5-0).

Chairperson Shea made a motion to approve the Purchase Order for Active System Installation for the installation of the handrail on the second floor, which was Seconded by Stephanie Holland, and voted unanimously in favor (5-0).

Chairperson Shea made a motion to approve Vertex' amount of \$2,250 within the contract amount from August 1 – August 28, 2021 as well as approve \$2,250 partial payment towards Purchase Order #220557 for monthly services. Larry Guilmette seconded the motion and it was voted Unanimously (5-0).

Chairperson Shea made a motion for payment for ramp, Purchase Order #220720 for Dankris Buildings at The Gates Complex for \$4,885, Joe Anesse seconded the motion and it was voted unanimously (5-0).

Kevin Kelly stated that he is trying to get a quote for boxwood plantings for the side of the ramp because of the large grade difference. Will get a quote.

Humarock Fire Station #4:

Project Review to Date and Project Schedule

John Bologna, Coastal Engineering – windows in, not doors yet. Soffits, trim, roof, wrapped, skirt is ongoing. Grading needs to be done a little bit. Plumbing. Electrician working on project. Tresses go on this week. Next week roof finish up and get weather tight.

John Murphy – bunk building will be great. Triage room, 2 bunkrooms.

John B – material, color selection going on. Murphy – counters need to be picked.

Several samples considered. John B. moving along on schedule. Next few weeks mechanical, framing apparatus bay and continue working on exterior trim. Once weather tight can work on inside and less delays.

Stephen – grass site work? John B – rough grading now – a little bit to do. Anything disturbed will get loom and seed. Hope to get grass down in October. Once get weather tight, have plan to bring supplies in one entrance so won't have to keep disturbing entire site.

John Murphy – The garage bay cladding was slated for aluminum – looking at hardyboard panels. Need to decide and get pricing. Pricing should be in line or slight reduction. Metal can't source, but was the plan.

Public Questions & Comments

There were no questions or comments.

Discuss/Vote all Purchase Orders/ Requisitions

Chairperson Shea made a motion to approve partial payment amount to Coastal Engineering in the amount of \$5,000 for Purchase Order #2200597 for services rendered through August 31st, which was seconded by Joe Annese and voted unanimously in favor (5-0).

Chairperson Shea made a motion to approve partial payment on Purchase Order #2200633 in the amount of \$2015.00 to the Airforce Base for a 31 night stay for the month of July, which was seconded by Stephanie Holland and voted unanimously in favor (5-0).

Chairperson Shea made a motion to approve partial payment for Purchase Order #2200632 for application #6 to Tower Construction for services rendered through the month of August in the amount of \$116,168.53. Stephanie Holland seconded the motion and it was voted unanimously in favor (5-0).

Public Safety Complex Project Update:

Discuss EOC/HVAC

Facilities Manager, Kevin Kelly sent proposed to TD Snowden, who had worked with them at the library and is hoping he comes back within budget and guidelines. He went on to say that the spec is out and they need a week to 10 days to respond. It was received last week and the Engineer went to the site to verify spacing needed.

Discuss / Vote Change Orders

Mr. Stephen Shea made motion to approve partial payment PO 2200603 for Garcia Galuska, a DeSousa, Inc. for Engineering services for the month of August in the amount of \$4,500. The motion was seconded by Stephanie Holland and voted unanimously in favor (5-0).

Public Questions & Comments

There were no public question or comments.

Discuss/Vote all Purchase Orders/ Requisitions

There were no Items to be voted on

Library Project Update:

Discuss Generator Options

Facilities Manager, Kevin Kelly reported that they put together gas/diesel proposal for the generator and might be able to do with the state contractor. He stated that he also met with Nancy Holt and Sean McCarthy, they will be getting back to him in less than a week with a number as with the breakdown it has to be certain percentage of services versus material. Mr. Kelly will still need to go to The Selectboard to approve cost, which he

hopes to have that for next meeting. Mr. Kelly said in the event that The Selectboard wants the PBS'S approval prior, he will be slated away. He will try to go to The Selectboard first as it is OK with the PBC

Old / New Business:

Review Any Open Old/New Business Items

Chairperson Shea stated that the next PBC meeting is scheduled for October 26th in The Select Board Hearing Room. If there is a possibility the meeting can be moved sooner, a room will need to be found for it to be held.

Chairperson Shea made a motion to adjourn the meeting at 8:41 p.m. The motion was seconded by Stephanie Holland and it voted unanimously in favor (5-0).