

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



**MEETING MINUTES  
Public Building Commission  
Monday, October 25, 2021  
Selectboard Conference Room  
Scituate Town Hall  
7:00 pm**

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

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

**Commission Members Not Present:** John (JD) Miller; User Member

**Chairperson Shea called the meeting to order at 7:00 p.m.**

**Chairperson Shea made a motion to accept the September 14, 2021 meeting with one edit which was seconded by Joe Annese and voted unanimously (5-0).**

**\*correction/page 2, Cedar Holm build**

**Humarock Fire Station #4:**

- **Project Review to Date**

Mr. Bologna from Coastal Engineering shared a photo log of the project to date. He informed the board that he has requested that the work is done by Thanksgiving as it is mostly inside work left to be done.

- **Project Schedule Update and Contract Discussion**

Joe Annese informed the board that he is pushing to get the project done by the end of November. Mr. Annese feels this is a realistic goal after little changes set the project back from the original November 1 estimate. He went on to say that the inspections are done. Mr. Annese said that both the electric and gas lines will be going in tomorrow, with the potential of having power by the end of the week. The apparatus has to go back in and needs to be done before a deep freeze. They are still waiting for the kitchen cabinets and bay doors. All appliances, other than a washer and dryer, are included in the



contract and were well priced. The old exercise equipment and some pots and pans were saved. There is still a need for lockers and furniture, but there may be donations for some items.

- **Discuss Current Tight Tank Status**

It was discussed that this project has been looked at in every way possible. This change is a code driven change that needs to be completed. The contractors are already on site and gave a price of \$12,300.70.

- **Discuss / Vote Change Orders**

**Chairperson Shea made a motion to approve Change Order #7 for the tight tank plumbing and vent work for the Humarock Fire Station #4 in the amount of \$12,353.70, which was seconded by Carl Campagna and voted unanimously in favor (5-0).**

**Chairperson Shea made a motion to approve Change Order #8 for the inter-apparatus bay finishes using hardy board instead of sheet metal paneling for a credit of \$2,915, which was seconded by Joe Annese and voted unanimously in favor (5-0).**

**Chairperson Shea made a motion to approve Contract Amendment #2 to Coastal Engineering for services rendered through the month of November due to terms and constitutions, increasing the amount by \$5,000, which was seconded by Larry Guilmette and voted unanimously in favor (5-0).**

- **Public Questions & Comments**

There were no public questions or comments.

- **Discuss/Vote All Purchase Orders/ Requisitions**

**Chairperson Shea made a motion to approve partial payment to Purchase Order #2200633 for lodging at the Hanscom Airforce Base in the amount of \$2,015, which was seconded by Joe Annese and voted unanimously in favor (5-0).**

**Chairperson Shea made a motion to approve partial payment to Purchase Order #2200633 for lodging at the Hanscom Airforce Base for the month of September in the amount of \$975, which was seconded by Stephanie Holland and voted unanimously in favor (5-0) .**

**Chairperson Shea made a motion to approve partial payment to Purchase Order #2200721 to All-Comm Technologies Inc. in the amount of \$6,870 for partial installation of the Zetron System, which was seconded by Joe Annese and voted unanimously in favor (5-0).**

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



**Chairperson Shea made a motion to approve partial payment to Purchase Order #2200632 to Tower Construction for services rendered through September 30<sup>th</sup> in the amount of \$169,731.56. Going on to say that the Application for Payment #7 has been reviewed and stamped by the architects. The motion was seconded by Joe Annese and voted unanimously in favor (5-0).**

#### **Senior Center Project:**

- **Project Update/Project Schedule/Punch List**

Mr. Kirby updated the board on the Senior Center project, saying that they had a walk through this past Friday going over the punch list. He stated that Delphi and BH+A went through a list of things they considered complete and found some things that needed to be put back on. Mr. Kirby informed the board that the exterior siding of the Senior Center is being reviewed for the structural integrity by a newly hired subcontractor. Also noting that the mason has some small things to finish up and that the landscaping, aeration and reseeded was done a few weeks ago.

Mr. Kirby went on to say that they looked at the Recreation Center project as well and the interior work is almost complete. He said that the phone line situation has been straightened out after Eagle Elevator was bought out by Excel and some issues were experienced with the dial tone to the elevators.

The board then reviewed the traffic island at the new Senior Center. There are numerous cracks in the cobblestone that are not supposed to happen, meaning that many people are driving over it. The engineer at Delphi had been notified and the Mass DOT policy has been looked in to as well as the height variation which is all still under warranty. The element of enforcing the driving rules of this driveway still needs to happen. Mr. Campagna asked if a flexible barrier was looked in to, which Facilities Manager, Kevin Kelly responded that they are planning to give one a try once the First Parish Road is finished being paved. The only concern with this option is that the road may not be wide enough with the tight area it's in. The discussion then moved on that the draft report regarding the trim was OK'd regarding the proper fasteners. Opinion on the sequence of installation are being questioned and Mr. Kirby stated that he will forward all final correspondence once he is notified.

- **Update on Sound Engineer Visit / Report**

The ERV noise measurements were reported done to the board. It was stated that some of the issues tied in to the air balancing of the facilities and the operation of the ERV. The Mass Standards Report showed a rise in ambience was within normal range. It was noted that the pure tone rise was out of code compliance when the unit is running at 100%. The board discussed what percentage was ok if 80% is considered too low but the engineering group was going to review. It was decided to first get the unit and facilities balanced to an acceptable level. No more testing will be done until this is complete. It was also said that Vertex is looking in to answers to a resident's questions that came in on Friday.

- **Update on Site Lighting**

The contract was awarded to Cedar Holm and the order for materials has been placed. The estimated delivery for material is approximately two weeks although with COVID and electronics shortages vendor was to confirm lead time. A plan for some parking spaces near the polls to remain open during this will need to be established.



- **Discuss / Vote Change Orders**

There were no Change Orders to discuss.

- **Public Questions & Comments**

Scituate Resident, Susannah Green, of 337 First Parish Road addressed some issues that she's noticed with the traffic island at the Senior Center. She stated that she has seen all sorts of traffic violations and feels that the flexible material discussed earlier would nice solution if it can work out. Board Member, Larry Guilmette suggested calling these witnessed incidents in to the Scituate Police Department so it's on record as there isn't much that the Public Building Commission can do as far as behavioral actions. Mr. Kirby made the suggestion of possibly painting the curb yellow for more visibility. He also made note that as a car shouldn't crack cobblestones if they're there for the purpose of large firetrucks driving over them. They were reviewing for warrantee.

Chairperson Shea spoke up to say that Scituate Resident, Jennifer Kuhn had emailed in similar questions about the island. Mr. Shea then asked Linda Hayes; Director of Council on Aging to put a call in to Scituate DPW to handle the tilted tree issue that Susannah also noted. There was a tree that was hit by one of the busses that parks on the property. Ms. Green went on to say that she simply can't stand the noise of the ERV as its been going on for six months now. She noted that she understands that the issue is being worked on but would like to know when it will be done.

Duxbury Resident, Joanne Levesque, who was attending the meeting with Ms. Green introduced herself. She said that Ms. Green had reached out to her with what she's been dealing with as she has had experience with Mass DEP. Ms. Levesque stated that she had serious concerns of how the testing was conducted as the ERV consistently exceeds levels by 3 dB or more is the definition of a Puretone violation per the MA Noise Regulation Policy. She went on to say that it is important to document the violation. Ms. Levesque then spoke on the Ambien graphic showing that the test was done on September 20, 2021 at 4:15 p.m. and noted that this should've been done at the quietest time, which would be 8 a.m. Chairperson Shea responded to Ms. Levesque saying that the test was implemented during peak facilities operation and should be the loudest as the HVAC equipment would be running at 100%. This was the optimal time to capture HVAC noise. Mr. Guilmette informed Ms. Levesque that the length of time it takes for the noise once it has been turned back on will vary with the time of day as well as the seasons. Ms. Levesque offered to provide Chairperson She with a form that Mass DEP requires to be filled out. This form was left with Recording Secretary, Alicia Anthony, and Mr. Shea voiced that he would look this over off meeting time. Ms. Green then asked if there was any timeframe for the testing and balancing to be done. Chairperson Shea responded saying that as this has been going on long enough, he would like Mr. Kirby to send an email in to the contractors to get on this within the week. Mr. Shea followed up by telling Ms. Green that he would follow up with her once this has been done.

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

Mr. Kirby explained that Delphi's Application for Payment #19 was submitted at \$47,299.39 for costs associated with services rendered through the month of September, yet after reconciliation the project is certified \$2,099 for Application for Payment #19.

**Chairperson Shea made a motion to approve partial payment towards Application for Payment #19 to Delphi Construction in a certified by the architects and**



engineers in the amount of \$6,099 out of the original amount submitted for \$47,299.39, which was seconded by Carl Campagna and voted unanimously in favor (5-0)

Chairperson Shea made a motion to approve partial payment on PO #2200557 to Vertex Companies for services rendered through the month of September in the amount of \$1,200, which was seconded by Larry Guilmette and voted unanimously in favor (5-0).

Chairperson Shea made a motion to approve Purchase Order #2201550 to Home Depot for door stops as previously approved in the amount of \$107.88, which was seconded by Stephanie Holland and voted unanimously in favor (5-0).

Chairperson Shea made a motion to approve an additional purchase from Kittridge Equipment Company for miscellaneous kitchen supplies needed for kitchen operations in the amount of \$687.15 which was seconded by Larry Guilmette and voted unanimously in favor (5-0).

Chairperson Shea asked Mr. Kirby to get an itemized budget worked up for the next meeting to which Mr. Kirby agreed.

Chairperson Shea made a motion to approve a payment towards Purchase Order #2202397 to Kitteridge Equipment Company for full outfitting of kitchenware in the amount of \$1418.50, which was seconded by Joe Annese and voted unanimously in favor (5-0).

#### **Public Safety Complex Project Update:**

- **Discuss EOC HVAC**

Facilities Manager, Kevin Kelly received a budget number of \$64,500. He went on to say that there is about \$28000 to do the job, which does not include the \$1,500 owed to OCGBD and another \$5,800 owed to WSD. Mr. Kelly stated that this budget number anticipated. Mr. Annese suggested putting it out to bid to which Mr. Kelly responded that he would but is assured that he is not going to save the necessary \$40,000.

Chairperson Shea then asked if mini splits were ever looked in to. Mr. Kelly said that mini splits aren't ideal because they're never used correctly by building occupants and this building has such a high ceiling. Mr. Kelly said he can put out for other bids as well as attending the meeting that he has coming up with GGD. Mr. Annese stated that there is a likelihood that this could be done for the hoped for \$24,000. Mr. Campagna also suggested the use of ceiling fans to move the air around to which Mr. Kelly agreed was a good option.

- **Discuss / Vote Change Orders**

There were no Change Orders to discuss.

- **Public Questions & Comments**

There were no public questions or comments.

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

There were no Purchase Orders or Requisitions to discuss.

#### **Library Project Update:**

- **Discuss Generator Options**



Mr. Annese informed the board that he had met with Mr. Kelly on site with the work contractor regarding the generator. While there, they found space available within the building for electrical equipment that would save a tremendous amount of money. The quote for that was received today from New England Generator in the amount of \$210,000 which included the gas supply as well. It was discussed and agreed upon that a generator is a necessity in the building as without power books could go moldy and the fire system should be activated with backup power. Mr. Kelly agreed to look in to these thoughts and send in a bid to the PBC to be voted on at the next meeting.

- **Discuss / Vote Change Orders**  
There were no Change Orders to Discuss.
- **Public Questions & Comments**  
There were no public questions or comments.
- **Discuss/Vote all Purchase Orders/ Requisitions**  
There was nothing to discuss.

**Old / New Business:**

- **Review Any Open Old/New Business Items**  
There was nothing to discuss.

**Chairperson Shea made a motion to adjourn the meeting at 9:05 p.m., which was seconded by Larry Guilmette and voted unanimously in favor (5-0).**