

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



**MEETING MINUTES
Public Building Commission
Thursday, April 14, 2022
Public Safety Complex
Joseph P. Norton Emergency Operations Center
800 Chief Justice Cushing Hwy
7:00 pm**

Commission Members Present: Chairperson; Stephen Shea, Member; Joe Annese, Member; Larry Guilmette, User Member; Fire Captain Brian McGowan, User Member; Fire Chief John Murphy, Vertex, OPM for Senior Center; Steve Kirby, User Member; John (JD) Miller, Scituate Facilities Manager; Kevin Kelly, User Member; Linda Hayes, Member; Stephanie Holland

Also in Attendance: Recording Secretary; Alicia Anthony

Members Not In Attendance: Member; Carl Campagna

Mr. Shea called the meeting to order at 7:08 p.m.

Mr. Shea made a motion to accept the minutes as written from the March 22, 2022 meeting which was seconded by Joe Annese and voted unanimously in favor (4-0).

Humarock Fire Station #4:

- **Project Update/Punch List**

Chief Murphy updated the board on the Humarock Fire Station #4 saying that the apparatus bay lights were successfully added to the generator. He also reported that the railings are done and that he was able to speak with a company that the Voc Tech recommended for him. The railings are expected to be brought down next week and the Voc Tech will put them on. Chief Murphy reported that he was given a price on the form lockers of \$1,322 for materials, and other than another \$30-40, that should be the final amount. This project is expected to be done in the next month and then the guys at the station will paint them. He then reported that he is working on getting pricing on the fencing project as the Voc Tech is too busy at this time to do it. Chairperson Shea asked if Chief Murphy got a full quote from Armstrong which Chief stated he did not. Next, Chief Murphy relayed to the board that he had reached out to the company he was planning to have do the hydroseeding and was informed that they're waiting on a part for

his machine. Chief Murphy will reach out to two additional vendors tomorrow. He updated the board that the triage table that was ordered is expected to ship out on April 17th. Lastly, Chief Murphy stated that the Voc Tech won't be able to take on any new projects at this point in the school year to assist with the bell and plaque projects so he is going to look in to a few other options.

- **Review Budget and Open Items**

It was said that the only open item at this time in the project is the \$1000 credit for hydroseeding. Chairperson Shea asked that Chief Murphy get the full fencing quote from Armstrong as this is the time to get it done.

- **Discuss/Vote Change Orders**

Chairperson Shea made a motion to approve Change Order #11 to Coastal Engineering for landscaping and hydroseeding in the amount of \$1,000, which was seconded by Stephanie Holland, and voted unanimously in favor (4-0).

- **Public Questions & Comments**

There were no public questions or comments.

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

Chairperson Shea made a motion to approve payment to Purchase Order #2208192 to Wood Electric for panel and electrical work in the amount of \$575, which was seconded by Stephanie Holland, and voted unanimously in favor (4-0).

Chairperson Shea made a motion to approve Purchase Order #2208836 to McMaster-Carr for various supplies and hardware for the handicap ramp, in the amount of \$117.95, which was seconded by Larry Guilmette, and voted unanimously in favor (4-0).

Chairperson Shea made a motion to approve a payment to Purchase Order #2208930 to R&B Wagner Inc for supplies for the handrail in the amount of \$114.94, which was seconded by Stephanie Holland, and voted unanimously in favor (4-0).

Chairperson Shea made a motion to approve not to exceed \$500 for materials and the carving of a quarter board sign for the Humarock Fire Station, which was seconded by Joe Annese, and voted unanimously in favor (4-0).

Senior Center Project:

- **Project Update**

Mr. Kirby updated the board on the Senior Center Project, saying that Delphi has been out to do more punch list items as well as taking care of things that they were trying to not take responsibility for. He reported that the drain in the kitchen is now painted, and that the flooring in the janitor's closet is repaired. Next, Mr. Kirby explained that the landscaping plan now is to meet with the architect in May to go through the status of all the plants and conditions over past season as well as the areas that were identified last fall still to be done. Mr. Kirby stated that he looked closer at the sealant at the back strips of the grid on the building and this can be taken off of the list just yet.

- **Project Schedule/Punch List**

- **Site HVAC Update**

Mr. Kirby reported that the ERV noise was reduced to 80% after the last PBC Meeting. He then reported that Scituate Resident, Ms. Green notified him that she was still hearing the noise. Mr. Kirby said that they went back through the process again since the supplemental fans were installed, realizing that these are not operating all of the time, so they're most likely not contributing to any of the noise. Mr. Kirby is now suggesting getting an acoustical engineer out to take sound readings on the property as well as at the resident's home to see where the tone of noise lands as the ambient noise is ok. Mr. Kirby stated that he will coordinate this with Ms. Green. Chairperson Shea then asked if the ERV tracks, to which Mr. Kelly responded that it is a fixed balance. Mr. Annese asked if it could possibly be reset to manual, and Mr. Kelly replied that he would look in to that.

- **Update on Site Lighting**

Mr. Kirby reported that a program and training session with the representatives from Boston Light Source will be held on April 27th.

- **Entry Island update**

Mr. Kirby reported that he hasn't received a response from Hub Contracting after two attempts.

- **Parking and Monitoring**

Mr. Kirby stated that this may be visited on April 26th as well as the Recreation Center as it has reached its highest over capacity rate.

- **Update Remaining Items**

Ms. Hayes mentioned that the range in the kitchen is having issues again. She reported that two of the three pilots can't be lit and it's become unacceptable. Ms. Hayes said that Boston Showcase sent someone out and they leveled the stove. They later sent an email stating that the issues being experienced were due to the cook using a larger pot than was recommended. Ms. Hayes explained that the issue is the pilots and not the burners that were being used upon their visit out. Ms. Hayes has responded to the company's email and states that Delphi is ready to represent her in getting another stove. Mr. Kirby expressed his concerns on finding a stove that will match and fit in the area as he wouldn't suggest purchasing the same one there has been so many issues with.

- **Discuss/Vote Change Orders**

There were no Change Orders to discuss.

- **Public Questions & Comments**

Scituate Resident, Susannah Green, of 337 First Parish Road, inquired about the repairs that were discussed on the islands where Elm Street and Country Way meet. She went on to mention that it was previously discussed looking in to getting knock down balls for that area. Mr. Kirby responded that the sign was used and then that got abused. The board discussed possibilities of getting a weighted sign in place of the current one. Mr. Kelly said he would look in to the knock down balls and possibly getting two or three of them for the area.

Ms. Green then mentioned the parking lot and asked if it has been considered to expand the area in front of the Rec Center as there is still room as well as a light there.

Chairperson Shea said that the board will keep this in mind when the study comes out.

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

Chairperson Shea made a motion to approve Invoice #0169870 within Purchase Order #2200557 to Vertex Companies Inc for services rendered on balance, which was seconded by Stephanie Holland, and voted unanimously in favor (4-0).

Public Safety Complex Project Update:

- **Discuss EOC HVAC**

Facilities Director, Kevin Kelly stated that Ben Miller has notified him that they have stopped making the Zoo Fans. He went on to say that he has reached out to another manufacturer to get information on their pricing. Chairperson Shea also gave Mr. Kelly another recommendation for a vendor that could possibly build the fans.

- **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 to discuss.

Library Project Update:

- **Discuss/Vote Contract/ Bid for Generator**

Mr. Kelly presented a contract from New England Generator to the board. He stated that he had sent the bid out to five companies, all of which were on the state contract list. He relayed that he is pleased with New England Generator as a contractor. The price given was \$110,000, which will not include the add option for alternate generator. The full price with the alternator would be \$113,852, and the fence would be an additional \$3,400, making the price for the full project \$129,336. He was told that it's an estimated 4 – 6 months for wait time but the vendor thinks there is a possibility to get it done sooner. Mr. Kelly also reported that Finance Director, Nancy Holt, informed him that this won't need to go in front of the board once ready as it's been taken from the state contract, and Town Administrator, Jim Boudreau can approve it.

Chairperson Shea made a motion to approve the contract for the generator installation at the Scituate Library to New England Generator at a not to exceed \$130,000, inclusive of the generator, which was seconded by Stephanie Holland, and voted unanimously in favor (4-0).

- **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.

Old / New Business:

- **Review Any Open Old/New Business Items**

There was nothing further to discuss

Stephanie Holland made a motion to adjourn the meeting at 8:05 p.m., which was seconded by Larry Guilmette, and voted unanimously in favor (4-0).