

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



**MEETING MINUTES
Public Building Commission
Tuesday, June 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; Carl Campagna, Member; Larry Guilmette, Member; Stephanie Holland, User Member; Fire Chief John Murphy, Vertex, OPM for Senior Center; Steve Kirby, User Member; Fire Captain Brian McGowan, Scituate Facilities Manager; Kevin Kelly

Also in Attendance: Recording Secretary; Alicia Anthony

Members Not In Attendance: Member; Joe Annese, User Member; John (JD) Miller, User Member; Linda Hayes

Chairperson Shea called the meeting to order at 7:05 p.m.

Mr. Shea made a motion to accept the minutes with one revision from the May 10, 2022 meeting, which was seconded by Larry Guilmette, 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 Project, starting by saying that the handicapped ramps came back from the Voc Tech and will be completely finished by the end of this week. He went on to say that Armstrong Fencing completed the fence and that it looks great. Chief Murphy also stated that the grass is growing well. Chief Murphy also informed the board that the dorm lockers have been completed and installed. He said that the guys are very happy with the set up and that they came out great.

- **Review Budget and Open Items**

Chief Murphy relayed that he is currently waiting to hear back from Amy Walker on Conservation Requirements. He also reported that he is still working on ordering a plaque for the building. He stated that he may work with Council on Aging Director;

Linda Hayes, as she hasn't ordered one for the new Senior Center as of yet either. Chairperson Shea informed Chief Murphy that there was still a little left in the Humarock Fire Station #4 budget, but that a decision may need to be made between the plaque and a rack. Chief Murphy stated that he may have a connection for the rack work, prefers to hold off as this is not a need to have.

- **Discuss/Vote Change Orders**

Chairperson Shea made a motion to approve additional funds to the already approved Armstrong Fencing approval for prevailing wages of \$336.03, 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 approve payment to Purchase Order #2210881 to Lowes for miscellaneous hardware to finish the cabinets in the amount of \$44.24, which was seconded by Stephanie Holland, and voted unanimously in favor (4-0).

Chairperson Shea made a motion to approve payment to Purchase Order #2210328 to V&S Galvanizing LLC for handicapped railing for Humarock Fire Station #4, in the amount of \$390.00, which was seconded by Carl Campagna, and voted unanimously in favor (4-0).

Chairperson Shea made a motion to approve payment to Purchase Order #2210798 to Capital One Trade Credit for miscellaneous paints and brushes to finish cabinet work previously approved in the amount of \$480.06, which was seconded by Larry Guilmette, and voted unanimously in favor (4-0).

Chairperson Shea made a motion to approve payment to Purchase Order #2208191 to Armstrong Fencing for completion of the front and rear of Humarock Fire Station #4 in the amount of \$7,632.53, which was seconded by Carl Campagna, and voted unanimously in favor (4-0).

Senior Center Project:

- **Project Update/Open Items**

Vertex OPM, Steve Kirby spoke on the updates of the Senior Center's punch list, as both User Members; Linda Hayes and John Miller were not present at tonight's meeting. Mr. Kirby stated that the landscaping inspection was conducted with the landscape architect, a Delphi representative, a BH+A representative, Scituate Facilities Manager; Kevin Kelly, and himself on May 25, 2022. At that time the punch list was gone over as well as discussion of the planting beds (approximately 10 – 12). It was decided to have the work done during the month of June as they're waiting on the availability of replacement trees. Mr. Kirby also reported that some planting near the transformer was also discussed and decided that it would not re-done, as these disruptions were done due to snow removal operations and would be an ongoing issue. The need to have town employees or volunteers keep up with this landscaping and weeding was discussed, to which Chairperson Shea said he would reach out to Council on Aging Director; Linda Hayes, to determine a plan.

Mr. Kirby stated that during the inspection he was able to show Delphi where the sealant was missing on the back siding and they have scheduled a subcontractor to come out to address this.

Mr. Kirby also mentioned a new item that had come up during the inspection, an unconnected drain system in the nurse area, CAM HVAC is scheduled to come out tomorrow to take a look as to why it wasn't connected. Facilities Manager; Kevin Kelly stated that there doesn't appear to have been any major damage, although a new ceiling tile will be needed.

It was discussed that Chairperson Shea will work with Council on Aging Director; Linda Hayes on getting an update on the oven and where things stand with the current vendor for the next meeting.

Lastly, Mr. Kirby mentioned that the credit charge dispute with Griffin Electric is now being threatened to be filed as a lawsuit by Griffin. Mr. Kirby spoke with Scituate Town Administrator; Jim Boudreau, and plans to follow up with him for his input on how to proceed.

- **Site HVAC Noise Study and Results Review**

Mr. Kirby reported that on May 26, 2022, additional sound and noise testing was done inside and outside of the Green Residence, and reports were provided. He went on to say that the findings where ambient sound was coming from the generator were in compliance with Mass DEP Regulations. Mr. Kirby stated that none of the testing done on the inside of the Green's home was beyond any DEP limits, but that it was noted that it seemed like the ambient noise was the noise that changed as opposed to the noise from the ERV or the generator. It was confirmed that the board has met what they have agreed to do for testing.

- **Update on Site Lighting**

Mr. Kirby reported that the lighting work in the parking lot is complete. Mr. Kelly stated that he hasn't heard of any issues and is personally comfortable with the functionality, as they're working as they were designed to. Mr. Kelly went on to say that the PBC has met the requirements of the Planning board, came in to an issue with those requirements, the town has since adjusted, and the Scituate Police Department are satisfied with the results. He relayed that he is on the Planning Board's Agenda for June 23, 2022 to go over the parking lot plan and can possibly bring this up at that time as well.

- **Entry Island Update**

Mr. Kirby stated that he hasn't heard back from a call he put out regarding the traffic island to hear if the contractor has been out to look at it yet. He went on to say that he may need to move on to another vendor for this.

- **Review Parking Report & Path Forward**

Mr. Kirby relayed that the conclusion for the Parking Report was that there is enough parking for the entire campus during peak periods. Going on to say that the outer lying parking lots were not conducive to seniors with mobility issues. He used winter time as an example where it would be difficult for seniors to walk in icy conditions. Mr. Kirby went on to say that the consensus is that the COA prefers adding the additional parking lots, whether it be the 16-spot option where there is already lighting, or the second option where extending the depth of the parking lot near the gym is a possibility but not cutting anything more trees down. This final decision for additional parking is up to the town.

Chairperson Shea stated that he will bring this to the Planning Board, as they had requested, and see what direction they'd like to go. This is on the 6/23 Planning Board agenda. Vertex, BH+A and Pare will attend. Mr. Kirby reiterated that the conclusion of the report states that additional parking is not a need, but that the town may want it for the seniors' safety.

- **Discuss/Vote Change Orders**

Chairperson Shea made a motion to approve amendment #4 to Vertex contract for OPM Services, current contract fees were \$532,118, adding an increase of \$5,000 to carry the project through to completion, which bring the project to \$537,118, which was seconded by Stephanie Holland, and voted unanimously in favor (4-0).

- **Public Questions & Comments**

Scituate Resident, Susannah Green, of 337 First Parish Road, first spoke regarding the traffic island, asking that since it is taking a long time to address this, would it be possible to get the knock down ballards put in that were previously discussed at a few meetings. Mr. Kelly said that he ordered the parts but can't say for sure that they'll work. Ms. Green then suggested making the signs yellow versus the white that they are now to make them more visible to drivers. Chairperson Shea suggested using DOT approved signs, to which Mr. Kelly stated that there had been talk about putting more noticeable signage across the street and said he would reach out to see where this option stands currently.

Next, Ms. Green asked if the noise reports that she had requested were now able to be released. Chairperson Shea informed her that they are now that the board has reviewed them so he will make sure that a copy gets to her ASAP.

Ms. Green then stated that Facilities Manager; Kevin Kelly has been very helpful and responsive with her requests with the lighting issues on campus.

Finally, Ms. Green asked if there was an update on the fence repair, to which Mr. Kelly responded that the work is supposed to get done when they come out to do the gates.

Scituate Resident, and Managing Director of Operations of the Scituate Food Pantry Corporation; Marie Murray, of 16 Pineview Drive, stated that she is wondering what the next steps in the parking lot study are, asking if the results will be available to the public. Chairperson Shea responded to say that the results will be available now that the board has reviewed. Ms. Murray then mentioned that the pantry has been experiencing complexity with deliveries, as well as parking for volunteers and special needs visitors. Chairperson Shea informed Ms. Murray that the PBC will now go to the Planning Board on 6/23 to see what their recommendation on direction is and suggested they attend.

Scituate Resident, Emily Green, of 337 First Parish Road, stated that the Food Pantry had mentioned in the past that they were going to build their own building, and would not be staying within the Senior Center forever. Ms. Murray responded to say that they currently have a three-year lease with the Senior Center as of now, with two one-year extensions possible. Scituate Food Pantry's President and Director; Richard Ferguson, spoke up to say that their goal is to have their own building but that that costs a lot of money.

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

Chairperson Shea made a motion to approve payment to Purchase Order #2210349 to Cedarholm Electrical Contractors for electrical work in the amount of \$36,127.00, which was seconded by Stephanie Holland, and voted unanimously in favor (4-0).

Chairperson Shea made a motion to approve payment to Purchase Order #2200557 to Vertex Companies Inc. for monthly services until the end of May in the amount of \$1,875, which was seconded by Carl Campagna, and voted unanimously in favor (4-0).

Chairperson Shea made a motion to approve payment to Purchase Order #2210057 to Boston Showcase for a previously approved pot rack in the amount of \$1,950, which was seconded by Carl Campagna, and voted unanimously in favor (4-0).

Chairperson Shea made a motion to approve partial payment to invoice #2206831 to Kittredge Equipment Company, Inc. for backordered flatware in the amount of \$120.08, which was seconded by Carl Campagna, and voted unanimously in favor (4-0).

Public Safety Complex Project Update:

- **Discuss EOC HVAC**

Facilities Director; Kevin Kelly, presented a cut sheet to the board, saying that this new brand is a little more noticeable than the Zoo Fans were, but would be fine as the ceilings in the Public Safety Complex Room are high. He went on to say that he received a price of \$29,000 (includes furnishing and installation), and doesn't know if this includes the wind curtain or not, although he isn't sure he would like to include the wind curtain either way. Mr. Kelly reported that the electrician has changed his original quote. Mr. Kelly also stated that if the PBC approves of this unit, he'd like to proceed with ordering four of them. He went on to say that they would be buried in with the current controls, and that nothing more would need to be done after the installation of these. Mr. Kelly believes that these units will help move the air around the room, to which the board agreed that should make a difference. Mr. Kelly confirmed that he will verify the wind curtain and the rest of the procurement to be ready with a price for approval for next month's PBC 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 were no Purchase Orders or Requisitions to discuss.

Library Project Update:

- **Generator Project Update**

Mr. Kelly reported that the contractor attempted to order the transfer switch last week, and it was a 63-week lead time. He mentioned that the ARC Rating was discussed and that they decided to go with a different brand and size. The new model has a cost of

\$65,000, and a 26-week lead time, with a scheduled delivery for October. The board agreed that Mr. Kelly did the right thing for the project.

- **Public Questions & Comments**

Scituate Resident, Susannah Green, of 337 First Parish Road, asked why it was decided to get this generator. Chairperson Shea informed Ms. Green that the library needs this to keep it climate controlled to preserve the contents of the building. Going on to say that the generator was not originally done with the build of the new library for cost saving measures, but with money left in the project they are doing it now. It was also mentioned that the library is used for a town warming/cooling/charging center as well and that this generator will operate the entire building.

- **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 no Old or New Business to review.

Chairperson Shea made a motion to adjourn the meeting at 8:22 p.m., which was seconded by Stephanie Holland, and voted unanimously in favor (4-0).