

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



**MEETING MINUTES
Public Building Commission
Tuesday, September 13, 2022
Select Board Hearing Room at Scituate Town Hall
600 Chief Justice Cushing Hwy
7:00 pm**

Commission Members Present: Chairperson; Stephen Shea, User Member; Capt. Brian McGowan, Member; Joe Annese, Member; Carl Campagna, User Member; Linda Hayes, Member; Larry Guilmette, User Member; Chief John Murphy, Member, Stephanie Holland, User Member; JD Miller,

Also in Attendance: Recording Secretary, Alicia Anthony, Facilities Director; Kevin Kelly

Members Not in Attendance:

Mr. Shea called the meeting to order at 7:01 p.m.

Mr. Shea made a motion to approve the August 16, 2022 meeting minutes, which was seconded by Mr. Annese, and voted majority in favor (4-0-1), Ms. Holland abstained as she wasn't in attendance at the August 16th meeting.

Humarock Fire Station #4:

- **Project Update/Open Items**

Chief Murphy updated the board on some minor issues. He began by relaying that he spoke to Patrick Fitzgerald regarding the apparatus that had separated from apparatus floor and stated that they will come back this week to repair it. Chief Murphy also informed the board that he has some concerns on the stainless-steel soap dispensers in the bathroom already beginning to rust. He spoke to Mr. Fitzgerald on this issue as well and was told it would also be looked at during his visit this week, but suggests upgrading to a better grade of stainless steel. Chief Murphy relayed that he can register with the Registry of Deeds this week and will see if there is anything else needed for sign off on the building. Chief Murphy also shared an explanation of a wood design that is being carved voluntarily and that the landscaping company thinks they have the perfect stone for what he is looking for out front.

- **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.

Senior Center Project:

- **Project Update/Open Items**
Council on Aging Director; Linda Hayes relayed that the fabric was fixed, as well as the ice machine. She also informed the board that the landscaping looks good as DPW has been mowing. It was reported that there have been no further issues with the stove. Ms. Hayes then shared pictures of exterior signage with the board. She mentioned that she still doesn't have a cost as they are still deciding between the two. Ms. Hayes stated that she feels a sign is very much needed for visitors to find the building as well as to brand the center. She also suggested the possibility of using both signs; one on the street that would match the rest of the town building's signage and the other low to the ground on the island. Chairperson Shea suggested that Ms. Hayes get costs as well as a picture of placement for him to send over to BH+A for a location check. Facilities Director; Kevin Kelly also suggested the possibility of adding way-finding signage near Cudworth with arrows. Chairperson Shea responded that getting something drawn up would be helpful. Ms. Hayes also mentioned that she would like to see a plaque in the building mentioning all who were involved in the building process like the other town buildings have had done.
 - **Entry Island**
Mr. Kelly reported that the entry island issue is currently under dispute with Delphi due to legal entities. He stated that he is still working on terms and conditions and that Vertex would like to see a credit issued for the town to take care of it. Mr. Kelly informed the board that a change order was presented to Delphi.
Chairperson Shea inquired about the ballads being put in, to which Mr. Kelly informed him that his staff is scheduled to do soon.
- **Discuss/Vote Change Orders**
There were no Change Orders to discuss.
- **Public Questions & Comments**
Scituate Resident; Susannah Green, of 337 First Parish Road, asked if there was any follow up on the fence repair. Mr. Kelly stated that he is still chasing the vendor and will reach out to someone else if he can't get a response.
Ms. Green then stated that she was curious if the interior lights are supposed to be on sensors to shut off. Ms. Hayes responded that most are. Ms. Green reported that the fitness room light was left on one night and that sometimes she notices other rooms with the lights left on. Ms. Hayes informed Ms. Green that she will label the few switches that aren't on sensors for staff and events.
Ms. Green then asked if the DPW could cut some branches so they don't damage more fence to which Mr. Kelly said he'd have them do.

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

Chairperson Shea made a motion to make a partial payment to PO #2310608 to The Vertex Companies for their August services, in the amount of \$187.50, which was seconded by Stephanie Holland, and voted unanimously in favor (5-0).

Public Safety Complex Project Update:

- **Discuss EOC HVAC**

Mr. Kelly shared an updated quote of \$37,665 to install the fans that have been being discussed, which is \$12,000 over what is in the budget. He stated that this price would include the curtain and he has since reached out to ask if the price could come down to do without the curtain.

- **Public Questions & Comments**

There were no public questions or comments.

Library Project Update:

- **Generator Project Update**

Mr. Kelly shared a very recent email that informed him that the trenching would be scheduled for October 3rd, 4th, and 5th, with the rest of the project to begin upon delivery of the transfer switch.

- **Public Questions & Comments**

There were no public questions or comments.

Old / New Business:

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

There was no old or new business to discuss.

Chairperson Shea made a motion to adjourn the meeting at 7:48 p.m., which was seconded by Larry Guilmette, and voted unanimously in favor (5-0).