

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



**MEETING MINUTES
Public Building Commission
Tuesday, October 18, 2022
Emergency Operations Center – Public Safety Complex
800 Chief Justice Cushing Hwy
7:00 pm**

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

Also in Attendance:

Members Not in Attendance: Chief John Murphy, User Member; Dep Chief Mark Donovan, User Member; Capt. Brian McGowan, User Member; Linda Hayes, User Member

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

Mr. Shea made a motion to approve the 09 – 13 - 2022 meeting minutes, which was seconded by Mr. Guilmette, and voted unanimously in favor (5-0).

Humarock Fire Station #4:

- **Project Update/Open Item**
 - The project is reaching final stages of completion. The certificates of occupancy are on the way and all is looking to be in good order. There has been some work done on the plaque for the building and some planning in the works on the memorial area in the front yard. Project remains on time and within budget.
- **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**

Mr. Shea made a motion to approve Purchase Order #2312657 to Plymouth County Registry of Deeds, for recording of Certificate of Compliance in the amount of \$106.00, which was seconded by Joe Annese and voted unanimously in favor (5-0).

Senior Center Project:

- **Project Update/Open Items**

- The project update was reviewed things are reaching a close. The entry island work was discussed and detailed out the options of having Delphi complete the repair work or to have the Town take it over and complete the rebuilding work of the island. The board was waiting on information back on the capacity and quotes for the town to take on the work. There was discussion on some activity in the food pantry where they are looking to recoup some cost of repairs to the interior of the facilities due to some early water infiltration from the sitework on the project. This one is in the works and should have some resolution soon.

- **Discuss/Vote Change Orders**

There was one change orders presented for glassware to Singer Kittredge for \$193.56 . the order was reviewed. The request was really just to bring the kitchen to full stock.

Mr. Shea made a motion to approve the purchase of additional glassware from Singer Kittredge in the amount of \$193.56, which was seconded by Stephanie Holland, and voted unanimously in favor (5-0).

- **Public Questions & Comments**

There were a few comments from Susannah Green of 337 Frist Parish Rd.

She noted that she was happy to see the flexible bollards that were placed at the entry island to help with traffic flow. They seem to be working. She would still like the island to fixed correctly.

She made a note of the lighting in the facilities and the coordination of shutting them off at night. There are still lights being left on at night time to time. Mr. Shea noted there is work going on with group that manages the Sr Center to make improvements in processes. Should hopefully improve.

Discuss/Vote All Purchase Orders/Requisitions

Mr. Shea made a motion to approve Purchase Order #2310608 to Vertex Companies for OPM services in the amount of \$225.00, which was seconded by Joe Annese, and voted unanimously in favor (5-0).

Mr. Shea made a motion to approve Purchase Order #2313446 to Cederholm Electrical Contractors for alarm troubleshooting in the kitchen in the amount of 1,250.44, which was seconded by Larry Guilmette, and voted unanimously in favor (5-0).

Mr. Shea made a motion to approve Purchase Order #2313445 to Boston Showcase Company for service on kitchen hood in the amount of \$375.00 which was seconded by Larry Guilmette, and voted unanimously in favor (5-0).

Public Safety Complex Project Update:

- **Discuss EOC HVAC**
 - The work outstanding was discussed. Kevin Kelly submitted an update to the board. The update was the work is still sitting with the vendor for pricing options of the different pieces of work. The request was to break out the fan cost and the air curtain cost. should have an update 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 were no Purchase Orders or Requisitions to discuss.

Library Project Update:

- **Generator Project Update**
 - The work outstanding was discussed. Kevin Kelly submitted an update to the board. The update was the work is still sitting ongoing. The trenching, concrete pad and prep work will commence in the coming weeks. The vendor is working on the lead time the switchgear and gen set. Will have more update on timing and schedule next meeting.
- **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.

Mr. Shea made a motion to adjourn the meeting at 7:30 p.m., which was seconded by Mr. Campagna, and voted unanimously in favor (5-0).

Submitted,

Recorder