

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



**MEETING MINUTES
Public Building Commission
Tuesday, December 13, 2022
*Select Board Hearing Room at
Scituate Town Hall
7:00 pm***

Commission Members Present: Chairperson; Stephen Shea, Member; Larry Guilmette, Member; Carl Campagna, Member; Stephanie Holland,

Also in Attendance: Recording Secretary; Alicia Anthony, User Member; Linda Hayes

Members Not in Attendance: Member; Joe Annese, User Member; J.D. Miller, User Member; Chief John Murphy, User Member; Dep Chief Mark Donovan, User Member; Capt. Brian McGowan

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

Chairperson Shea made a motion to approve the November 15, 2022 Meeting Minutes with one edit, which was seconded by Larry Guilmette, and voted unanimously in favor (4-0).

Humarock Fire Station #4:

- **Project Update/Open Items**

Chairperson Shea read an update from Chief Murphy, stating that all is great at the Humarock Fire Station #4. Chief Murphy reported that the water spickets needed attention and that he called a plumber down. He also reported that the plaque, stone, and bell will probably happen in spring but he is working on those projects currently.

- **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**

Chairperson Shea read Steve Kirby's update, which mentioned that he is looking to the PBC on how to proceed with the traffic island at this time. He also mentioned that the companies are still going back and forth regarding the elevator issues. Mr. Kirby's update also stated that there is no update on the Food Pantry flood claim.

Council on Aging Director; Linda Hayes, brought images of signage for the board to bring to attention. She mentioned that they'd ideally like both; one as an identifier for the driveway, and the other in first island as you drive in to the parking lot, as building front door signage is very subtle. The commission was on board with the two-sided sign by the street. Chairperson Shea questioned if other approvals were needed prior to PBC's. He also suggested a standoff sign at the front of the building instead of what was pictured, which Ms. Hayes liked the idea of. The board needs a full package of estimates for signs.

Ms. Hayes reported that she asked Cedar Holmes Electrical for a quote for dimmers installed in banquet room and fitness room, which she hasn't gotten yet.

- **Entry Island Update**

Mr. Kirby is looking to the PBC at this point as he can't get commitment from any of the local companies he has tried reaching out to. He has reached out to SealCo, Capone Brothers, Mass Paving, and Pilgrim Paving with no response back other than hearing that SealCo and Pilgrim Paving do not perform this type of work. Chairperson Shea will reach out to Facilities Director; Kevin Kelly, Director of Public Works; Kevin Cafferty, Town Administrator; Jim Boudreau, and Town Legal Council for input.

- **Discuss/Vote Change Orders**

Chairperson Shea made a motion to approve Amendment #5 to The Vertex Companies for contract amendment for added dollars to cover the remainder of the project for OPM services, not to exceed \$3,000, bringing the contract amount from \$537,118 to \$540,118, 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, brought up concerns of rising electric rates and the issues of some of the lights staying on at the Senior Center. Chairperson Shea responded that he will discuss this further with Linda.

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

Chairperson Shea made a motion to approve partial payment to Purchase Order #2310608 to The Vertex Companies for services from October 30 to November 26 in the amount of \$600 for contract balance, which was seconded by Carl Campagna, and voted unanimously in favor (4-0).

Public Safety Complex Project Update:

- **Discuss EOC HVAC**

Chairperson Shea shared that Mr. Kelly updated him that he is still waiting on a finalized quote on this.

- **Public Questions & Comments**

There were no public questions or comments.

Chairperson Shea made a motion to approve a partial payment to Purchase Order #2310388 to Garcia, Galuska, & Desousa, Inc. HVAC Engineers, in the amount of \$300 for professional services, which was seconded by Stephanie Holland, and voted unanimously in favor (4-0).

Library Project Update:

- **Generator Project Update**

Chairperson Shea updated the board that Mr. Kelly is still waiting for delivery dates for the generator.

- **Public Questions & Comments**

There were no public questions or comments.

Discuss 2023 Meeting Schedule:

- **Discuss/Vote**

The board agreed to the tentative January meeting date of January 17, 2023 and will discuss the rest of the dates at that meeting.

Old / New Business:

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

Larry Guilmette informed the board that he will remain on the board through April. Carl Campagna stated that he will do the same.

Chairperson Shea made a motion to adjourn the meeting at 7:51 p.m., which was seconded by Stephanie Holland, and voted unanimously in favor (4-0).