

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



**MEETING MINUTES  
Public Building Commission  
Tuesday, February 28, 2023  
Town Hall - Select Board Hearing Room  
600 Chief Justice Cushing Hwy  
7:00 pm**

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

**Also in Attendance:** Nancy Holt, Finance Director/Town Accountant; Kevin Kelly, Facilities Director

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

**Mr. Shea called the meeting to order at 7:03 p.m.**

**Mr. Shea made a motion to approve the January 17, 2023 meeting minutes, which was seconded by Mr. Annese, and voted unanimously in favor (5-0).**

**Humarock Fire Station #4:**

- **Project Update/Open Items**

Mr. Shea reported that he had spoken to Chief Murphy and everything was working well. He stated the Chief was still planning on doing some work in the spring but the project should close out soon.

- **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 public questions or comments.

## **Senior Center Project:**

- **Project Update/Open Items**

Mr. Shea stated that the traffic island legal issues had been resolved with the final payment to Delphi of \$10,000 not being paid and the \$10,000 would be used by DPW to address the issue. Mr. Kelly commented that continuing to repair the island is problematic and what was the source of the requirement. Mr. Shea noted it was in response to concerns from the abutters. Mr. Shea stated that if the curbing was installed properly, it should work. Mr. Kelly said he would review the Planning Board decision and see if there are alternatives. Mr. Shea stated that Mr. Kelly did not have to return to them with any solution as it was now his responsibility.

Mr. Shea stated that the elevator legal issues has been resolved with 3-Phase and the issue is now closed. Mr. Shea stated that Vertex was just about done and he had asked them to come to the next meeting to provide a final report. Mr. Shea asked for confirmation of the open items at the senior center and Mr. Kelly stated it was lighting and signage. Mr. Kelly stated the sign maker is providing a blank mock-up to put on the island to see if it would be a sight line issue or not. Mr. Kelly will send members a notification when the sign is in place so members can visit. The accreditation meeting is tomorrow night and any additional signage will be identified.

Mr. Kelly stated that parking still needs to be addressed. Mr. Shea stated that the report did not indicate the need so it is closed from the perspective of the Committee. Mr. Miller stated they did the parking study and provided it back to the Planning Board who is sitting on it. Mr. Kelly noted that funds had been included for the parking. Mr. Kelly stated there was also a storage issue and a shed is needed. Mr. Miller asked if the old Gates building could be used and Mr. Kelly said that the gas powered items could not be stored inside.

- **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 #2310608 to Vertex Companies for OPM services through January 28, 2023 in the amount of \$862.50, which was seconded by Ms. Holland, and voted unanimously in favor (5-0).**

**Mr. Shea made a motion to approve Purchase Order #2310569 to Bargmann Hendrie + Archetype Inc for work on contract amendment 5R – Parking Lot Monitoring in the amount of \$4,224.00 and close out their contract, which was seconded by Mr. Guilmette, and voted unanimously in favor (5-0).**

**Mr. Shea made a motion to approve Purchase Order #2316290 to Stewarts Power Equipment Inc for a 36” broom sweeper in the amount of \$3,256.22, which was seconded by Ms. Holland, and voted unanimously in favor (5-0).**

Mr. Shea reviewed the final application for payment #22 from Delphi Construction which was in the amount of \$0 which has been reviewed and approved by BH+A and Vertex which would close out the contract and provide a \$10,000 credit for repairs to the entry island to the facility.

**Mr. Shea made a motion to approve Application for Payment #22 to Delphi Construction to close out the contract and provide a \$10,000 credit for the entry island in the amount of \$0, which was seconded by Mr. Guilmette, and voted unanimously in favor (5-0).**

**Public Safety Complex Project Update:**

- **Discuss EOC HVAC**  
Mr. Kelly stated he was waiting on Cederholm for pricing. Mr. Shea noted that there were still additional funds needed and Mr. Kelly said yes.
- **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 informed members that the generator is now at the contractor’s facility and the ground has not been firm enough for delivery. He noted they are still waiting on transfer switches and the new meter from the gas company.
- **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 #2317354 to Eversource Gas of Massachusetts for the upgrade of the gas meter for the new generator in the amount of \$7,264.00 which was seconded by Mr. Annese, and voted unanimously in favor (5-0).**

**School Building Committee Update:**

Mr. Shea reported the process was ongoing with the MSBA. The Committee is working on preliminary programming and schematic design. The end goal is to bring a project to town meeting in April 2024. He noted that part of the MSBA requirements is to look at the two sites

including, consolidation, rehabilitation or a new site. Ms. Holland stated they have to submit a renovation, addition and replacement options which was confirmed by Mr. Shea. He stated it is still in the early stages.

**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 7:41 p.m., which was seconded by MS. Holland, and voted unanimously in favor (5-0).**

Submitted,

Nancy Holt

Recorder