

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



**MEETING MINUTES
Public Building Commission
Thursday, June 22, 2023
Public Safety Complex
Joseph P. Norton Emergency Operations Center
800 Chief Justice Cushing Hwy
7:00 pm**

Commission Members Present: Chairperson; Stephen Shea, Stephanie Holland, Joe Annese

Also in Attendance: Recording Secretary; Alicia Anthony, Finance Director/Town Accountant; Nancy Holt

Members Not in Attendance:

Chairperson Shea called the meeting to order at 7:09 p.m.

Chairperson Shea made a motion to approve the April 25, 2023 Meeting Minutes, which was seconded by Stephanie Holland, and voted unanimously in favor (3-0).

Humarock Fire Station #4:

- **Project Update/Open Items**
Chairperson Shea informed the board that Chief Murphy reported that the sign was hung in the building, and that he sent a picture of the new plaque.
- **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**
Chairperson Shea made a motion to approve a payment to Purchase Order #2320534 for a dedication plaque for Humarock Fire Station #4, in the amount of \$983.00, which was seconded by Stephanie Holland, and voted unanimously in favor (3-0).

Senior Center Project:

- **Project Update/Open Items**
 - **Site Signage Package**

Chairperson Shea reported that Linda Hayes is still working to get finalized quotes and details for the site signage package.

- **Discuss /Vote Change Orders**

There were no change orders to discuss.

- **Furniture Order**

There was no update on the furniture order to discuss.

- **Public Questions & Comments**

There were no public questions or comments.

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

Chairperson Shea made a motion to make a final payment to Purchase Order #2310608 to Vertex for OPM services and contract balance in the amount of \$412.50, which was seconded by Joe Annese and voted unanimously in favor (3-0).

Public Safety Complex Project Update:

- **Discuss EOC HVAC**

Chairperson Shea relayed that Facilities Director; Kevin Kelly didn't have any updates on the EOC HVAC project.

- **Public Questions & Comments**

There were no public questions or comments.

Library Project Update:

- **Generator Project Update**

Chairperson Shea reported that the generator is in, running, and tested. The fencing is still scheduled to be put up.

- **Generator Invoice**

Chairperson Shea made a motion to approve a payment of \$110,352.80 to Purchase Order #2310391 to New England Generator Co. for the library generator, which was seconded by Stephanie Holland, and voted unanimously in favor (3-0).

- **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 7:18 p.m., which was seconded by Joe Annese, and voted unanimously in favor (3-0).