

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



**MEETING MINUTES
Public Building Commission
Tuesday, September 19, 2023
*Scituate Town Hall
Select Board Hearing Room
600 Chief Justice Cushing Hwy
7:00 pm***

Commission Members Present: Stephen Shea, Chair; Stephanie Holland; Joe Annese; Jeff Wilson

Also in Attendance: Nancy Holt, Finance Director/Town Accountant; Fire Chief Mark Donovan

Members Not in Attendance:

Mr. Shea called the meeting to order at 7:08 p.m.

Mr. Shea made a motion to approve the July 11, 2023 Meeting Minutes, which was seconded by Joe Annese and voted majority in favor (3-0).

Welcome New PBC Member:

Mr. Shea welcomed new member Mr. Wilson to the commission.

Humarock Fire Station #4:

- Project Update/Open Items

Chief Donovan provided an update on the signage at the station including mounting a plaque on a stone at the site. He stated that he had spoken to DPW and they thought they might be able to do it. He also noted that the old bell from Minot Fire Station is at Station 1 and they decided not to sandblast it but leave it as is and mount it on a concrete pad in front of the new station. He informed members that the air filtration system for the engines is not direct exhaust capture and he would like to move the existing system from old Station 3 for approximately \$2,000. Ms. Holt stated there was \$3,740.24 available in the project.

Mr. Shea asked Chief Donovan to come back to the next meeting with solid costs in order to close out the project by the end of the calendar year. Ms. Holland proposed approving a not to exceed cost for the exhaust system relocation. Chief Donovan decided to return at the next meeting with updated costs. Chief Donovan noted there was some condensation in the HVAC system that he reported to Kevin Kelly and the vents for the gas heaters in the garage took on water in the severe rainstorms.

Senior Center Project:

- Project Update/Open Items
- Site Signage Package

Mr. Shea reported that Mr. Kelly was working on procurement and would report back at the next meeting.

Public Safety Complex Project Update:

- Discuss EOC HVAC

Mr. Shea reported that Mr. Kelly was still waiting on the outcome of the Green Communities grant application. Mr. Shea stated the cut-off for final project costs would be November 2023. Mr. Shea updated Mr. Wilson on the HVAC issues to date at the EOC and the possible solutions.

Library Project Update:

- Generator Project Update

Mr. Shea reported the generator is complete now that the fence is installed and commissioning is done. Mr. Shea is going to schedule to close-out the project with the Select Board and Ms. Holt reported there was \$100,000 remaining on the project.

- Discuss/Vote all Purchase Orders/Requisition

Mr. Shea made a motion to approve purchase order #2400431 to South East Fence Co Inc for \$5,941.00 which was seconded by Ms. Holland and approved unanimously (4-0).

Old / New Business:

Chairperson Shea made a motion to adjourn the meeting at 7:40 p.m., which was seconded by Mr. Annese, and voted unanimously in favor (4-0).

Respectfully submitted

Nancy Holt

Recorder