



**MEETING MINUTES**  
**Public Building Commission**  
**Tuesday June 13, 2017**  
**Board of Selectman Hearing Room**  
**7:00 pm**

**Present:** Larry Guilmette, Carl Campagna, Jessi Finnie, Karen Canfield, Shawn Harris, Patricia Vinchesi, Stephanie Holland, Deputy Al Elliot, Deputy Chief Mark Thompson, Stephen Shea, Chief Mike Stewart,

**Not in Attendance:** Toni Snee, Chief John Murphy, Ed DiSalvio

The Meeting was called to order at by 7:03pm by Carl Campagna.

**Acceptance of Minutes**

**Move that the Public Building Commission approve the meeting minutes for the June 1, 2017 meeting. Motion by Stephanie Holland Second by Larry Guilmette Unanimous Vote (4-0).**

**New Business:**

**Library Project Updates & Review**

The Beale's are abutters to the Library that addressed the Commission. They are concerned about lighting and parking. The light poles do not have any covers (baffled) so that the light is going everywhere. When people are parked in the middle tier, the car lights are streaming right into their house. They also had a light specialist come in to evaluate. Stephen O'Donoghue (88 Branch St.) also attests to the lighting issues. He said he understands the safety concerns but thinks that something can be done to remedy the situation, perhaps with timers. Carl Campagna asked for suggestions from the light specialist that they had used. Bob Beale said that baffles around the light poles were a suggestion. Chief Stewart said he also drove through there at 10:30pm last night and also said it's very bright. He does want it to stay safe with no dark corners. But he does believe there could be a solution. Bob Beale said it's the intensity and splash over that is the issue as well as the cars pouring into their home. Patricia Vinchesi said that the timers are still not working correctly. It was reiterated that the first tier of parking is not the issue, but the middle tier. The trees that were planted are not screening that light. Patricia wants to see them functioning correctly. She recommended to the Commission that they review what has been spent on the budget with the tree plantings, etc. to determine what other accommodations can be made. Mrs. Beale said that the lights at the Public Safety Complex are completely different. Joe Sullivan said there's been discussion with the engineers and designers. The person from Griffin Electric said that something is not functioning correctly. Joe thinks shrouds would help. He thinks over the next couple of days they should have the timer worked out. He will work up estimates for the shrouds. Stephen O'Donoghue said there are way lights on the front sign than is needed. Patricia said the original

design of the sign is different than what will be going. Patricia said that the sign is still not up and that it's a work in progress. Joe Sullivan said he'd be in touch with the neighbors with updates.

Joe Sullivan was present to update the Commission. The gala was held on June 10. Karen Canfield said it was successful. They had a cleaning crew the following day. Nothing was ruined. Everything went well. The State representatives attended.

Joe said there was an issue with the elevator. A Sterling worker got trapped. It was fixed and re-inspected. The burden was put on the elevator company. They are also working on some sound/insulation issues. There's a noise from a compressor which will be acoustically wrapped to help with noise. There was also an air flow noise which has been tweaked. Noel further explained these issues. Jessi said there was one area (a fan) that actually was tweaked but seems louder now than before. Noel had changed it to "42" and Joe said it's not at that now. Joe explained balancing, fan speed. Jessi just said it's disappointing because the Program Room is now being used. Noel will follow up on this issue. Joe said they are working on the punch list and receiving a schedule of when they expect the final things to be completed.

Joe updated on the budget. There is \$48,092.44 in pending change orders not vetted, which brings the contingency balance to \$30,302.85.

#### **Review all Pending Change Orders (PCO)**

##### **The following PCO's are Change Order#18:**

- PCO#109 WCPR 30 Access Panels \$3,808. These were for the outside porch. They needed to add more. **Motion to approve 30 access panels in the amount of \$3,808 by Stephen Shea second by Larry Guilmette Unanimous vote (7-0)**
- PCO#153 flight alarm changes \$2,617.22. This accounts for wiring to complete fire alarm system. The fire pump needed to be monitored. **Motion to approve flight alarm changes in the amount of \$2,617.22 by Patricia Vinchesi second by Larry Guilmette Unanimous vote (7-0)**
- PCO#154 RFI 265 additional circuits changes \$1,865.01. **Motion to approve RFI 265 additional circuit changes in the amount of \$1,865.01 by Stephanie Holland second by Larry Guilmette Unanimous vote (7-0)**
- PCO#156 RFI 208 completion \$1,840.40. This is for final wiring of projection. **Motion to approve RFI 208 in the amount of \$1,840.40 by Stephanie Holland second by Larry Guilmette Unanimous vote (7-0)**
- PCO#159 fire alarm panel lock out SFD request \$1,132.06. This is additional for fire lock out. **Motion to approve fire alarm panel lock out SFD request in the amount of \$1,132.06 by Karen Canfield second by Jessi Finnie Unanimous vote (7-0)**

Joe wanted to discuss a change order regarding hardware on the front doors. There are not pins at the bottom of the doors at the upper and lower level entrances. **Motion to approve updated hardware on the front doors for building security not to exceed \$6,500 by Patricia Vinchesi second by Larry Guilmette Unanimous vote (7-0)**

Karen asked about the baffles. Noel and Joe said it's still being figured out.

Requisition is \$575,000 approximately, with \$35,000 roughly to finish. Noel said they are retaining for a few things such as landscaping. Patricia Vinchesi said she does not support leaving only \$35,000 on the table. Patricia has asked for an updated itemized punch list to submit to the insurance company.

Carl asked about the parking lot. He said every car that moved out of a parking space, there were particles flying around. Joe said anything over 90 degrees will martyr the asphalt and it's normal. Shawn Harris asked what size roller was used. Joe said it was a 5 ton roller. Jessi said that the traffic pattern is not being obeyed. Joe said that signage is up for traffic. Chief Stewart suggested putting it on paper on handing it out to people or having someone out front educating.

Jessi said audio/visual is still not in place. They hope to have that system in 4-6 weeks.

Oudens Ellos is looking for reimbursement for C.A. Patricia needs to contact Town Counsel. She will report back at next meeting.

Karen Canfield said they are scheduling a ribbon cutting- either week of July 18 (19<sup>th</sup> looking popular) around 2pm.

### **Public Safety Complex Updates**

Jon Lemieux was present to update the Commission. The punch list was updated by Alan. They've been knocking off the punch list and are still waiting on to hear when the civil work will be done. Alan will be doing some work tomorrow morning on the punch list. Jon said he doesn't think much grass will be planted soon. But a lot of landscaping has been done (plantings). Chief Stewart asked about landing zone for helipad. Jon said they are still working on berms and going back and forth with the grass seeding. Punch list items MEP FP total \$43,500.

### **Review all Pending Change Orders (PCO)**

- PCO#036 masonry wall extensions \$0
- PCO#054 credit unsuitable soils \$24,503.40 **Motion to accept credit of unsuitable soils in the amount of \$24,503.40 by Stephen Shea second by Larry Guilmette Unanimous vote (8-0)**
- PCO#099 kitchen countertop brackets \$791.98. This proposal is for the T&M installation of the additional wood corbel brackets at the kitchen/dining countertop overhang as directed in CCD#34. **Motion to approve kitchen countertop brackets in the amount of \$791.98 by Larry Guilmette second by Stephanie Holland Unanimous vote (8-0)**

There was discussion on the Dore & Whittier contract. Nancy Holt is looking for an affirmation on the contract values. There were some pieces that didn't have paperwork on. Patricia Vinchesi can affirm that they are all legitimate. **Motion to reaffirm contract amount with Dore & Whittier, with contingency that additional information be found on permitting additional services in**

**the amount of \$25,000, totaling \$1,364,339 by Stephanie Holland second by Larry Guilmette  
Unanimous vote (8-0)**

**Senior Center Feasibility Study Updates**

Patricia said she spoke with Al Bangert. He received the draft on Friday but didn't include some things. The consultant will be presenting on June 20 to present to Board of Selectman. Then after that, the consultant will come to PBC to make sure they are covering everything. Then they will need to do a public hearing. There are no recommendations. It's just a flat line analysis of the four locations.

**Other:**

Next meeting, will be Tuesday July 18, 2017.

**Adjournment**

There being no other business a motion was made by Carl Campagna to adjourn at 8:42pm, second by Stephanie Holland Unanimous vote (5-0)

Respectfully Submitted,  
Kelli Rodgers  
Recorder

**List of Documents for June 13, 2017 Public Building Commission's Meeting**

- Agenda
- 6/1/17 Meeting Minutes
- Scituate Town Library- Contingency Log and Pending PCO's
- Vertex Construction Update/Action Items Booklet