



**MEETING MINUTES**  
**Public Building Commission**  
**Tuesday, January 29, 2019**  
**Selectmen's Conference Room, Town Hall**  
**7:00 pm**

**Committee Members Present:** Stephen Shea, Chairperson; Carl Campagna; Larry Guilmette; Stephanie Holland; John Miller, User Member; Linda Hayes, User Member; Deputy Mark Thompson, Chief John Murphy

**Committee Members Absent:** Ed DiSalvio

**Also in Attendance:** Nancy Holt, Finance Director; Joel Bargmann, BH+A; Rachel Young, BH+H; Steve Kirby, Vertex; Kevin Kelly, Facilities; Shawn Harris, BOS

**Not In Attendance:** Chief Michael Stewart; Joe Sullivan, Daedalus; Noel Murphy, Oudens Ello Architecture; Jon Lemieux, Vertex

The meeting was called to order at 7:00 PM by Stephen Shea.

**Acceptance of Minutes:**

**A request for a motion to approve the minutes from the December 11, 2018, meeting with 2 corrections was made by Stephen Shea, seconded by Larry Guilmette; Unanimous Vote (4-0)**

**A request for a motion to approve the minutes from the January 15, 2019, meeting was made by Stephen Shea, seconded by Larry Guilmette; Unanimous Vote (4-0)**

**Public Safety Complex Project: Steve Kirby**

Update on the 3 remaining items:

- Stair treads: the new flooring has been put in, just need to weld one more area Deputy Thompson said. **Steve Kirby said he will follow up.**
- Caulking discoloration: Sweeney came out, they did a test section first and then performed remedial work to the siding using solvent to clean. Vertex will inspect the work on Thursday of this week. Carl asked if the work can be done in any weather, Steve Kirby said the work is complete and they knew the work had to be done in the winter.

- Gutter Brackets: received a letter from Greenwood with a cost estimate and an offer for a 50/50 split to cover the costs to repair. The letter was forwarded to Dore and Whittier; Alan feels it is a Greenwood issue only. Steve Kirby said he will have a conference call with CTA to help push the issue along.

*Steven Shea asked if we ever received the gutter guards. **Steve Kirby is going to look into it to see if they were ever installed.***

*Stephanie thought we should get a credit if they were not installed.*

Steve Kirby said this is not the owner's responsibility, the material failed and it should be replaced.

Chief Murphy was asked about the gutter brackets and he felt that if we wait too long they will start bleeding down.

*Stephen Shea asked what the next step would be and Steve Kirby said we could file a contractor defect claim if it is not resolved in a conference call.*

Stephen Shea asked about the water issue at the Public Safety Complex, Chief Murphy said the booster pump alarm is going off every day. He also added that the lights are not staying on and that the temperature in the dorms keeps rising (75-80 degrees). Kevin Kelly said they were working on all three items. He further said that the water is a little bit of a concern and that hot water was still coming out on the cold water side. GGD was contacted on the air handler and the EOC temperature issue because the area is not warm enough in extremely cold weather. Chief Murphy added that we did not cut any costs on the HVAC and that we got the recommended system. Steve Kirby said some of the heating issues may have an extended warranty. Chief Murphy said they have been going on for a long time. **Kevin said he could have a more detailed update of the 3 issues for next meeting.**

*Stephanie asked if the clicking sound was resolved, Kevin said it was addressed, **but Deputy Thompson and Chief Murphy said there was still some clicking.***

Outbuilding Deputy Thompson said that the steel is up and the panels will go on next and they are just waiting for electrical and plumbing.

Carl asked about page 2 of the letter from Alan Brown regarding replacing the brackets with aluminum and wanted to know if they were originally aluminum. Steve Kirby said he assumed they were, Carl further asked why they couldn't use stainless steel. **Steve Kirby said he could look into it.**

Deputy Thompson said he had a PCO from CTA for a stone shipment for back fill done on site for \$2790.96 and that he needed the Commission to vote on the approval for payment.

He also had a requisition from December which was reviewed by Jon Lemieux who suggested subtracting 5% from the total for retainage.

**Stephen Shea made a motion to approve PCO 122 for additional stone for back fill for the amount of \$2784.96, seconded by Larry Guilmette; Unanimous vote (6-0).**

**Stephen Shea made a motion to approve Requisition 24 in the amount \$114,141.71 for the steel out building, seconded by Larry Guilmette; Unanimous vote (6-0).**

Electronic Message Center: Chief Murphy said that the sign board will be here tomorrow and that the General Contractor, Fagan has been working on it and that the project was moving forward.

*Stephen asked if he was doing the Town Seal and Chief Murphy said yes.*

Chief Murphy said that they need to expand the number of lockers at the Public Safety Building. They would like to purchase a cabinet for approximately \$1,000 - \$2,000 to match the lockers that are currently there.

*Stephen Shea asked Chief Murphy to provide a sketch and quote.*

Carl asked where the sign was going and Chief Murphy said 25 feet south of the main entrance and 15 feet off the street.

### **Senior Center Project: Steve Kirby and Joel Bargmann**

Steve Kirby said that they met with the Recreation Commission and the Recreation Director

Joel provided an update on the Senior Center Site Plan:

- Half way through the drawing process
  - Good time to make changes
  - This is the time to talk about costs

### **Estimated Cost Comparison**

Component	SD Estimate	DD Estimate
Senior Center Building	\$8.5 M	\$8.1 M
Recreation Center Renovation	\$4.5 M	\$5.3 M
Site Work	\$1.5 M	\$2.2 M
SCTV & Veterans	\$0.5 M	\$0.5 M
Demo & Abatement	\$3.0 M	\$2.2 M
Soft Cost	\$1.0 M	\$1.0 M
TOTAL	\$19.0 M	\$19.3 M

*This chart compare the Schematic Design Estimate with the Design Development Estimate  
The costs include Audio Visual, IT, Security, Access Control, Furniture, Fixtures and Equipment*

### Changes in costs:

- Replacing glass blocks in the gym is making the recreation center renovation more expensive
  - SCTV and Veterans costs also increased
  - Senior Center building costs changed due changing from steel to wood (which is less expensive) but more masonry costs increased and double paneled high impact windows are more expensive
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- There was concern that the gym would overwhelm the building, but Joel does not think it does
  - Outdoor Patio 40 ft. x 100 ft. off the multi- purpose room
  - Loading Dock access, the service road will come off of Cudworth and back into loading dock right near the kitchen and it will be at floor level due to grading. There is also a ramp for vans
  - Raised the grade by 12 inches in the front, slopes down after the door to the recreation center
  - A ramp and path connect the recreation center and the senior center

*Stephanie asked if a fence was added for the abutter and Joel said yes*

### Next Steps:

- Need to make a good interior design plan
- Set up Meetings: Historical meeting on Thursday, to discuss the demolition by-law
  - Special BOS Meeting scheduled Thursday
  - Public Information Sessions
  - Department Head Meetings (next two weeks) **Linda Hayes will set them up at the EOC**
    - Audio Visual
    - Closed Circuit TV
    - IT, Bill Sheehan
    - Security
    - Traffic Flow
  - Linda said they may have some of the meetings at the existing Senior Center throughout February

*Carl said you could use the Town Website to inform the public*

*Stephanie suggested keeping the range of the costs wide since they are not final.*

**Joel asked if the Commission still wants to meet with the HVAC contractor, Stephen said yes and that Kevin Kelly should be involved. Stephen Shea added that we had run into Access Control problems at the library**

*Carl asked about the cost estimate and if we had to use high impact windows, he did not think it was necessary, Joel said we do not have to.*

*Carl also asked if the brick repointing and the replacing of glass blocks could be moved to a Capital Expense. Shawn said it could, but it made sense to do the work all at once. Nancy asked what the impact would be if you did it later, Steve Kirby said you would tear up the grass and would not be able to use the gym.*

*Larry said if it was approved as a Capital expense why couldn't it be done concurrently. Shawn said there are so many moving pieces. Steve Kirby said you could just have different funding services. Nancy said if you move it to Capital, it is all coming from the same pocket and that you are adding complexity and additional voting. Kevin said the capital plan is done 5 years in advance and it may be hard to get it approved.*

*How do we frame the cost for the public Linda asked. Stephanie asked the range that was shared at the Board of Selectmen meeting and Steve Kirby said \$18-\$20 M.*

*Stephanie asked what the split was and Linda said \$8M for the Senior Center and \$6M for the Recreation Center and \$725,000 for SCTV and Veterans.*

Nancy said there is an allocation in the Commonwealth Bond Bill for \$2M for the Senior Center, but it is not guaranteed that the Town will receive it and she asked **Linda to work with Senator O'Connor.**

Emilie Green (337 First Parish Road) suggested to avoid the School Vacation Week for the public information meetings.

Kevin Kelly asked what the Warrant deadline was, Nancy said March

Larry said it is important for Recreation, SCTV and Veterans to support the project.

Linda said it was suggested to use the drone to take pictures of the whole site.

### **Library Project:**

Nancy said that a contract amendment for \$509.14 was made and now Daedalus could pay WSP the \$7,500 that was outstanding. Because there was not a quorum for the library project a vote could not take place. Nancy said that since we are within the 10% we may not need the amendment. **Nancy will ask Jim Boudreau to see if the invoice can be paid without a vote, if not the vote will take place at the next meeting.**

*Larry asked how old the invoice was and Nancy said it was over a year old.*

**Nancy said that the Senior Center Project is being presented before the Capital Planning Committee tomorrow night at 7:00 in Selectmen's Conference Room.**

**There being no other business to discuss, a motion to adjourn the meeting at 8:17 was made by Stephen Shea, seconded by Larry Guilmette; Unanimous Vote (4-0)**

***Next Scheduled Meeting: February 26<sup>th</sup> that 7:00 PM in the Selectmen's Conference Room.***

Respectfully Submitted,  
Lianne Cataldo (Recording Secretary)

**Follow-up:**

- Stair treads: Need to weld one more area -- Steve Kirby said he will follow up
- Steve Kirby is going check to see if the gutter guards were ever installed.
- Kevin Kelly to give detailed update on booster pump alarm , the lights and the temperature issue.
- Suggestion to use stainless steel for the gutter brackets -- Steve Kirby said they could look into it.
- Expansion of the number of lockers at the Public Safety Building – Chief Murphy to provide a quote and a sketch
- Meetings for the Senior Center
  - Department Head Meetings
  - Public Information Sessions
  - HVAC contractor including Kevin Kelly
- Linda to work with Senator O'Connor regarding the Commonwealth Bond Bill
- Nancy will ask Jim Boudreau to see if the invoice can be paid without a vote

**Referenced Materials**

- PBC Agenda
- Meeting Minutes December 11, 2018 and January 15, 2019
- Senior Center Design plan
- Letter Reviewing of Rusting Gutter Brackets Update
- Greenwood Proposal

**On-Going:**

- Call buzzer for the lower level, Jessi will get a cost
- Request for an additional wardrobe and a bench in the men's' locker room on second floor.
- Outstanding Invoice for Commissioning services for \$7,500