



MEETING MINUTES
Public Building Commission
Tuesday, August 27, 2019
Selectmen's Conference Room
Town Hall
7:00 pm

Committee Members Present: Stephen Shea, Chairperson; Carl Campagna; Larry Guilmette; Stephanie Holland; Ed DiSalvio

Committee Members Absent: None

Also in Attendance: John Miller, User Member; Linda Hayes, User Member; Nancy Holt, Finance Director; Deputy Chief Al Elliott, User Member; Deputy Mark Thompson, User Member; Steve Kirby, Vertex; Rachel Young, BH + A; Shawn Harris, BOS

Not In Attendance: Jessi Finnie, User Member; Elizabeth Holthaus, User Member; Chief Michael Stewart, User Member; Chief John Murphy, User Member; Kevin Kelly, Facilities

The meeting was called to order at 7:04 PM by Stephen Shea.

Acceptance of Minutes:

Stephen Shea made a motion to approve the minutes from the July 30, 2019 meeting with one correction, seconded by Larry Guilmette; Unanimous Vote (5-0)

Senior Center Project: Update: Steve Kirby

Steve said they had a previous informal meeting and the first official hearing on 8/8 with the Planning Board, and the next formal hearing is September 12. They had good attendance from the consultants, audience and Planning Board members from the meeting on August 8th and they responded in writing on the 20th of August to their concerns. Steve also said that Jim Boudreau met with Karen Joseph the Town Planner and they have two more lists of questions that they need to respond to from that meeting.

The Site Plan and traffic/parking responses are the two outstanding items from the Planning Board Meeting and they will respond 2 weeks in advance of the meeting.
BH+A and Vertex are working on the Bid Documents.

Rachel Young said that there are not too many revisions in the major scope, just adding a ramp at the rear entrance to Recreation across from tennis courts and paving a section of the rear portion of the parking lot.

Steve added that Pare Corp also did a trip count for 2 days and the DPW assisted BH+A and Coastal with additional soil samplings due to Planning Board requests.

Stephen Shea asked if the drawings were 100% complete, Rachel said they were at about 90%. Steve Kirby said we still need to get a Commissioning Agent on board and perform an Internal Review of the documents, but that they are waiting to see how the meeting goes on the 12th with the Planning Board.

Police and DPW Water Division also need to provide written responses per the Planning Board.

Stephen Shea asked Steve Kirby to send him copies of the responses.

Rachel said that the plan is to repair the gym roof and use a recoating material. She said that we were already including repairs in the project. Steve Kirby said we may not need an alternate to fully replace the roof. We are repairing the trouble areas and then will recoat the whole roof. We have to fix certain areas first so it will be warrantied. We can coat it with white or black.

Carl asked about walkway pads for equipment. Rachel Young said it could be added to the scope.

Rachel Young added that we are also replacing the ladder so you can get to the highest point of the roof.

Prequalification: Evaluations are complete and everyone prequalified to bid

- GC – 9
- Mason – 9
- Miscellaneous metal – 7
- Waterproof – 4
- Roof – 8
- Metal window- 8
- Glass – 7
- ACT – 4
- Tile – 4
- Resilient Floor – 4
- Paint – 5
- Elevator – 2
- Fire Protection – 3
- Plumbing – 3
- HVAC – 3
- Electrical – 6

Steve said they wanted 3 companies for the elevator, but currently we only have 2 and since we went out twice already we could keep as prequalified per DCAMM. Vertex thinks we should keep as prequalified. versus rejecting the advertising as an open filed subbidder as we may not receive any bidders.

Commissioning Agent: Steve said he got three prices, \$15,680 (\$1,000 in reimbursable) and approximately \$19,900 and \$32,000. Steve suggested going with Fitzmeyer and Tocci who were the lowest at \$15,680.

Larry Guilmette made a motion to retain Fitzmeyer and Tocci as the HVAC Commissioning Agent for the amount of \$15,680 plus \$1,000 in reimbursables, to review the HVAC for code issues for the Senior Center and add the amount to the existing OPM Vertex contract, seconded by Ed DiSalvio; Unanimous Vote (5-0).

Stephen Shea asked how we were doing with time, Steve Kirby said we should be fine.

Ed asked if Steve is looking at this project with lessons learned from the Public Safety Complex, Steve said yes, they learn from all their projects.

Carl asked to add H2O loading for manhole covers to the specifications.

Rachel said they will try to optimize the parking around the tennis courts and Recreation Center. Currently, proposing 150 spaces and they feel they could add another 65 (conservatively) with repaving and restriping.

Rachel suggested that we could also use Central Park parking across the street and could shuttle people over to the Senior Center. She said this has been done in other Towns.

Public Safety Complex: Update:

WSP Re-commissioning Proposal: Deputy Thompson

- Domestic water pump booster: Alarms have subsided, but not completely eliminated. GGD was getting involved (incomplete)
- Hot and Cold water mixing: Work to replace mixing valve has made a difference Need more follow up on water quality (incomplete)
- Mixing valve: see above
- Light switch controls: No progress. Kevin Kelly will pursue (incomplete)
- HVAC: Ongoing, but the building is working well. We will need to address the supplemental heat and cooling in the EOC. Kevin Kelly will discuss with WSP and GGD when he returns
- Clicking noise- No update

Metal Outbuilding: Still waiting on sign offs, the wiring needs to be finalized. Jersey Barriers are outside the scope of the project and have not been addressed yet.

Stephen asked if overall the outstanding items were better, Deputy Elliott and Thompson said the heating and water was better.

Rusted Gutter Bracket: Steve Kirby said that Jon Lemieux is working on it, no response from CTA. Greenwood gave pricing for aluminum and galvanized steel brackets. Approximately \$20,000 and \$26,000, respectively.

Steve Kirby wants to make sure the gutters are not damaged when they are removed to add the gutter brackets.

Carl and Larry think that it does not matter if the brackets are the same color as the gutters.

Stephen wants a written agreement for next PBC meeting.

Steve Kirby said we can consider this item a warranty issue and deal directly through Greenwood.

Library Project Update:

Outstanding Items: Write up from Joe Sullivan

- Parking lot flooding issues: Noel working on
- ADA Walkway project: They were going to do it over the weekend, but we were worried about neighbors because they were not contacted in advance. Joe is meeting tomorrow to make a schedule and plan for curb cuts, crosswalks, etc.
- Repair lightning protection: Having trouble getting vendor back
- Tree Replacement: 6 trees replaced
- Generator: No update. Nancy said it is on hold

Shawn Harris asked about the parking lot lights, it was discussed that Kevin had adjusted the schedule and shut the lights off at night and used the building lights to illuminate the area. They will put them back on in the Fall and will reassess when the leaves fall and it gets darker earlier.

There being no other business to discuss, a motion to adjourn the meeting at 8:04 PM was made by Stephen Shea, seconded by Larry Guilmette; Unanimous Vote (5-0)

Next Scheduled Meeting: September 24th at 7:00 PM in the Selectmen's Conference Room

Respectfully Submitted,
Lianne Cataldo (Recording Secretary)

Referenced Materials

- Agenda
- Meeting Minutes

Follow up Items

Additions to Senior Center Specifications:

- Carl asked about walkway pads for equipment. Rachel Young said it could be added to the scope.
- Carl asked to add H2O loading for manhole covers to the specifications.
- Steve Kirby wants to make sure the gutter are not damaged when they are removed to add the gutter brackets.
- Stephen Shea asked Steve Kirby to send him copies of all the responses regarding the Senior Center

On-going Items

- Rusted Gutter Bracket:
 - Jon will talk to CTA, who has been silent in looking for a solution up to this point.
 - Jon will write up a proposal with all the different product types and costs and get Dore and Whittier's opinion on each.
 - Gutter Guards still need to be added
- Kevin Kelly will reach out to Bob Vogel to set up the inspection for Outbuilding
- Jon Lemieux to write up a cautionary agreement regarding the replacement of the gutter brackets
 - Request that Kevin Kelly is involved with gutter replacement
 - Don Walter will find out what type of gutter bracket was installed and see if it is under warranty.
- ADA walkway
 - Stephen Shea is going to reach out to Jim
 - Jessi is going to look at the MAAB letter to see if there was an implementation date.
 - Jessi to forward a copy of the letter to Stephen
- Jessi will reach out to Kevin Cafferty about the DPW having part ownership of the ADA Walkway project.
- Shawn asked to have the new water boiler inspected so we have a paper trail.
- Noel will take pictures of the valley that developed on the side of the library causing the parking lot to take on water and freeze and send them to Nitsch
 - DPW was also looking into putting a gully in the area
- Kevin Kelly to give detailed update on booster pump alarm
- Linda to work with Senator O'Connor regarding the Commonwealth Bond Bill

Outstanding Project Items:

- *Domestic water pump booster: Alarms have subsided, but not completely eliminated. GGD was getting involved (incomplete)*
- *Hot and Cold water mixing: Work to replace mixing valve has made a difference Need more follow up on water quality (incomplete)*
- *Mixing valve: see above*
- *Light switch controls: No progress. Kevin Kelly will pursue (incomplete)*
- *HVAC: Ongoing, but the building is working well. We will need to address the supplemental heat and cooling in the EOC. Kevin Kelly will discuss with WSP and GGD when he returns*
- *Clicking noise- No update*

- *Jersey Barriers added to Outbuilding area*
- *Rusted Gutter Bracket: Steve Kirby said that Jon Lemieux is working on it, no response from CTA. Greenwood gave pricing for aluminum and galvanized steel brackets. Approximately \$20,000 and \$26,000, respectively.*

Library Project

- *Parking lot flooding issues: Noel working on*
- *ADA Walkway project: They were going to do it over the weekend, but we were worried about neighbors because they were not contacted in advance. Joe is meeting tomorrow to make a schedule and plan for curb cuts, crosswalks, etc.*
- *Repair lightning protection: Having trouble getting vendor back*
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