



MEETING MINUTES
Public Building Commission
Tuesday, October 22, 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 ; Steve Kirby, Vertex; Deputy Al Elliott, User Member; Deputy Mark Thompson, User Member

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 7:01 PM by Stephen Shea.

Acceptance of Minutes:

Stephen Shea made a motion to approve the minutes from the August 27, meeting; seconded by Carl Campagna; Unanimous Vote (5-0)

Stephen Shea made a motion to approve the minutes from the September 24, meeting with a correction to the adjournment time, seconded by Larry Guilmette; Unanimous Vote (5-0)

Senior Center Project: Update: Steve Kirby

Schedule update: the online bidding host firm did not accommodate the date of the 9th to have the plans available so everything is pushed back a week.

- Sent on the 10th to the Central Register
- Advertised on the 16th in the Central Register
- Bidder walk-through this Thursday 24th at 9:00 starting at Recreation Department entry.

Stephen Shea asked if people just show up or let you known advance, Steve Kirby said they just show up.

- Sub bids due on 11/6 at 3:00 PM
- General Contractor bids due on 11/20 at 3:00 PM

There was some discussion about having a meeting on or around November 26th once the GC bids are in and reviewed so the Commission can vote to recommend award of the contract to the Board of Selectmen.

All pre-qualified GC's and filed sub-bidders got letters saying their proposals were accepted.

Current plan holders list from the host website:

- 4 General Contractors
- 29 Subs
- 1 GC that did not prequalify
- No fire protection plans yet

Steve Kirby said he is expecting questions from GC's after the walk-through.

Stephen Shea asked for link to view the most recent drawings

Steve Kirby said there was a meeting on Sept 25th to discuss logistics during construction with the Recreation Department.

An update was provided at the COA Meeting on the 10th.

Steve Kirby said a suit was filed on the 8th by several of the abutters. Town Counsel has been notified. Jim Boudreau had met with their attorney before the suit was filed. We will still proceed with bid process.

Ed DiSalvio asked if Vertex was going to look at the DCAMM files, Steve said they already started the process during the prequalification phase. Everyone is qualified and has good references. Larry Guilmette added that we have the DCAMM ratings for each of the contractors.

Steve Kirby said they are still working on Planning Board added items while trying not to de-scope the project.

Steve added that the contractors will have to think about installation of landscaping and site items due to the timing of the project.

Columbia Gas is the company that needs to relocate the gas line, but the State put a moratorium on them due to problems in the North Shore. Steve Kirby is a little concerned that they will not be able to move the line. Team has already reached out to the Columbia Gas representative contacted during design.

John Miller asked if it was worth taking brief notes during the walk-through. Steve Kirby said that the bidders are just interested in what the building looks like and that he has them hold their questions so they can submit them in writing as a pre-bid RFI. However Vertex and BH+A will also note what is discussed during the walk through.

Public Safety Complex Update: Steve Shea and Steve Kirby

- The WSP re-commission : reached out to Kevin Kelly, the efforts slowed down a little with the bad weather last week. Most items are in works, just a few details to work out. Lighting and water still need a few more issues resolved. Rebalancing will be done and the clicking noise was resolved (valves were replaced). Kevin will be here next meeting to give a full update. Deputy Al Elliott confirmed that most of the issues are being resolved. Stephen is going to follow up with Kevin Kelly regarding the Access Control System which Deputy Elliott said was acting up. BCM is the contractor and Stephen wants to check into warranty issues as well.
- The gutter bracket replacement project: Steve Kirby said that we have a plan to move forward. The Town should have the proposal from Greenwood first thing tomorrow morning and then the purchase order will need to be forwarded. We chose option 2 --50/50 split was approximately \$13,000 which included ¼ inch brackets. The timing might be right seasonally, roofers may not be too busy at this time of the year.
- The metal building update: Progress is being made, major construction and building department sign off complete.

Stephen asked Nancy if the project should be closed by December. The split AC and gutters may hold up the completion of the project.

Deputy Mark Thompson entered the meeting at 7:37 PM

The metal building update (Cont.): Mark Thompson said that we are waiting for Columbia Gas to install meter.

Steve Kirby asked about the moratorium and was curious to see if Columbia Gas would be able to complete the work. Mark said Columbia gas should be able to put in the meter by the end of October.

Some fencing and a windsock still needs to be put up. Kevin Kelly is keeping track of outstanding items. Snow protection proposal still being worked on and it will probably be jersey barriers.

Ed asked if they were checking with DPW, Stephen said yes.

Mark said that the Chief had a discussion with a few companies regarding snow protection for the metal outbuilding and got pricing for \$4,500.

Library Project: Stephen Shea (written update provided by Jessi Finnie):

The ADA-accessible walkway project The BCM video intercom system is fully in place and being utilized by patrons and staff, it is working well. One potential area that is problematic is the swing of the door, it opens on the same side as the intercom box (this is necessary because the opposite side of the door is brick). Patrons have to back up so that the door does not hit them.

Form work on the sidewalk began this Saturday, and continued to Sunday, the concrete pour should take place this upcoming Saturday (10/26), which should be the last step of the project.

Closet portion of project no update at this time

Swale around the building was built to help with runoff issues, worked well with the recent storm runoff

Lightning protection issue: Kevin Kelly should be handling this item. **Stephen will follow up with him.**

Window Warranty Issue two of the windows facing Branch Street appear to have a broken seal. Jessi has spoken to Noel and someone from Pella is coming out to look into it.

Generator was added to the Capital Plan. On hold at this time, may not have sufficient funds. **This can be removed from project update at this time.**

*Jen Kuhn, 20 Carrie Litchfield asked if there was a maintenance plan for the landscaping because nothing had been weeded all summer; Larry said it is a facilities issue. Nancy said DPW was handling it as well. **Mike Breen should be followed up with.***

Flag Pole project Mark Thompson said that a \$40,000 pole was donated and that the old pole will go to the library. The ground work was done for the new flag pole however, the old lighting was inadequate. The infrastructure is there, but more money will need to be allocated to replace the existing lighting. The cost would be \$5,500 for the electrician and the LED lights.

Stephen said we need a budget update before we vote to approve. **Stephen asked Mark to write the proposals for both projects (snow protection and replacement lighting).**

Stephen Shea made a motion to adjourn the meeting at 7:47 PM, seconded by Stephanie Holland. Unanimous Vote (5-0)

Next Scheduled Meeting: November 12th at 7:00 PM in the Selectmen's Conference Room

Respectfully Submitted,
Stephen Shea and Lianne Cataldo (Recording Secretary)

Referenced Materials

- Agenda
- Meeting Minutes

Follow up Items

- Stephen Shea asked Steve Kirby for the link to view the most recent drawings
- Lightning protection issue--**Stephen will follow up Kevin Kelly**
- Maintenance plan for the landscaping at library--**Mike Breen should be followed up with**
- Mark Thompson to write the proposals for snow protection and replacement lighting projects

On-going Items

- Steve Shea said he would send out the Planning Board conditions and approval documents to Commission
- The WSP re-commission efforts : There are on-going efforts for the troubled areas and progress is being made. **Stephen Shea will request a full update from Kevin Kelly for next meeting.**
- The gutter bracket replacement project: Vertex is still working on the detailed proposal and costing. They will have the proposal ready to go next meeting. **They will get all documents and specifications together for presentation.**
- The metal building update: It was believed the building is completed and there was a certificate of occupancy granted. **Steve Shea will follow up with Mark Thompson for update.**
- 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*
- *Tree Replacement: 6 trees replaced*