



**MEETING MINUTES**  
**Public Building Commission**  
**Tuesday, October 23, 2018**  
**Selectmen's Conference Room, Town Hall**  
**7:00 pm**

**Committee Members Present:** Ed DiSalvio, Chairperson; Carl Campagna; Stephen Shea; Stephanie Holland; Jessi Finnie, Library Director; John Miller, User Member; Linda Hayes, User Member; Michael Stewart, Police Chief; Deputy Mark Thompson

**Committee Members Absent:** Larry Guilmette, Elizabeth Holthaus, User Member

**Also in Attendance:** Nancy Holt, Finance Director; Joel Bargmann, BH+A; Rachel Young, BH+H; Jon Lemieux, Vertex; Steve Kirby, Vertex; Noel Murphy, Oudens Ello Architecture; Jim Boudreau, Town Administrator; Anthony Antonello, Advisory Committee Liaison

**Not In Attendance:** Chief John Murphy; Al Elliott, Deputy Fire Chief; Joe Sullivan, Daedalus

The meeting was called to order at 7:03 PM by Ed DiSalvio

Ed DiSalvio announced that he wanted to select a new chairperson for the Board. He recommended Carl, but Carl thought a second candidate should be nominated as well. It was decided that they would wait until the next meeting when Larry Guilmette is present.

Stephanie Holland entered the meeting at 7:04 PM.

**Acceptance of Minutes:**

**A request for a motion to approve the minutes from the September 25, 2018 with corrections was made by Ed DiSalvio, Stephanie Holland made a motion seconded by Stephen Shea; Unanimous Vote (7-0)**

**Library Project: Noel Murphy**

Noel said we held back \$2,400 from the contractor for trees that needed to be replaced, this money will be released back to the Town. Final payment of \$51,724.20 is due for the repair of the HVAC acoustics and he would need approval from the Commission to pay the invoice. Noel added that we still need to fill the floor in the mechanical room, but that work is being completed by a subcontractor and there is separate money for that project.

*Ed asked if this would close out the contractor and Noel said yes.*

Noel said that the design team will be donating \$25,000 to the HVAC repair project in “good faith” and it has to be framed correctly by legal. The final payment to the contractor will not be made until the Town receives the check (\$25,000) .

Jessi asked about the bills from the electrical work that were submitted, Noel said the invoice will go to the Town along with the check the design team is providing and it will cover the work.

Noel explained that the final numbers were reconciled with Nancy Holt and everything matches up and it zeroed out correctly. He said we are just waiting for legal to get back to us on the final language of the check coming from the Design Team. We do not have an appropriation for the Good Faith Funds. Town Council is making the final decision if it will be applied to the project cost or if an appropriation is needed.

*Stephanie asked if you could pay the contractor directly, Noel said it is an option if we hit a road block, but it will make the accounting more confusing if we do it that way.*

*Stephen asked if the ADA walkway was separate and Noel said yes.*

Nancy stated that the trees could be replaced by DPW [as previously proposed] but they think it will be too late in the season and want to wait until the spring, but they could remove the dead ones now.

There was some discussion regarding the certified final payment for Castagna due to the \$2,400 being held back for the trees. Nancy explained that there was a balance of \$2,400 left on the previous invoice, which just happens to be the same amount (\$2,400) that is being credited for the trees.

**A motion was made to approve PCCO #20 for the final payment to Castagna in the amount of \$51,724.20 by Ed DiSalvio, seconded by Carl Campagna; Unanimous Vote (5-0)**

Ed asked about the unpaid bill of \$7,500 for WSP, Nancy said the issue was that Daedalus is short \$509.14 and Nancy is still waiting to hear back from Joe Sullivan. Noel said that Joe said that they were planning on paying the bill and that they budgeted for the wrong amount.

*Ed asked if Daedalus should pay what they have left in the budget, Nancy said it depends. Nancy said she would check with Joe to see if they want to pay them directly.*

*Ed asked if we should wait to make a motion until Nancy talks to Joe Sullivan.*

*Jessie asked if Joe would come to the next meeting, Noel said he would if we asked him to and that he has to come by to sign the requisition.*

Nancy said it probably makes sense to wait until next month to approve a motion to pay WSP in the amount of \$6,990.86.

*Stephanie asked if there was another finance person, Nancy said Sydney, but she has not reconciled any numbers for this project.*

**Ed said he would talk to Richard Marks, the owner.**

#### ADA Walkway Project

- No pricing available thus far. Reached out to BCM for integration of the cameras and call box which would include a feed from the security camera to the front desk. Noel thinks it would be a software solution to hook it up.

*Stephen asked who their contact was and Chief Stewart said, Lyle Norton. **Stephen said he had another contact if they wanted.***

Jessi asked if we were waiting until the spring to construct the ADA walkway, and Noel said probably.

*Stephen asked if there were any deadlines, Noel said we just have to show progress. Stephanie asked if we could move forward with the parts of the project that we can do now while the weather is good. Noel said the Board of Selectmen asked for a total price which would include the call box so didn't think we could move forward without it. Stephanie stated that a small piece is holding up the whole project.*

Jessi spoke with the vendor regarding the baffles for the inside lights that were falling out and they sent over new covers and baffles. The custodian replaced two of them and Jessi had an incident report the next day because one had fallen on someone's head and the other one fell out on the floor. The vendor is coming next week with the regional vendor to take another look. Noel thought the fixture could be the problem, not the baffle. Jessi is concerned that other baffles may fall off. Noel wants the vendor to put something in writing stating what the actual problem is once it is determined.

*Carl asked what causes them to fall, Jessi said they just fall. Noel thinks if the clip are slightly bent, they fall out.*

Jessi also said that in heavy rains, water is leaking into the electrical room and it has occurred several times. Jessi said it is getting into one of the panels and that Kevin Kelly has looked at it and saw rust. **Jessi thinks we need a long term solution and suggested adding a gutter like we did in the other area that was leaking.**

#### **Public Safety Complex Project: Jon Lemieux**

- Final Certificate of Occupancy has been granted.
- Gutters need to be replaced
- Stair treads will be completed in November
- Check valves complete, but the pumps may need work
- Truck fill done
- Door rust, manufacturer recommended sanding, resealing and painting, **Kevin Kelly will do the work.**

- Caulking discoloration (where the shingles meet the trim boards) has not heard back from the company yet. Asking for pride of workmanship because we are past the warranty

#### Metal building

- 2 weeks for final drawings
- Concrete in 5 weeks
- Steel in January

Jon said there is approximately, \$180,000 left in budget.

**Ed DiSalvio requested a motion to approve PCO #120 for check valve replacement in the amount of \$1646.37, a motion was made by Carl Campagna, seconded by Stephanie Holland; Unanimous vote (6-0).**

**Ed DiSalvio requested a motion to approve Application No 23 in the amount of \$49,011.91 with a letter recommending payment from Vertex, Stephanie Holland made a motion, seconded by Carl Campagna; Unanimous vote (6-0).**

*Stephanie asked about giving feedback about the faulty check valves. Jon said he has not, but will never use them again.*

#### **Senior Center Project:**

*Recommended Design: The entrance of the new senior center will be located on the west side of the building, the building location will be moved forward approximately 15 feet to allow for the driveway connection between the two proposed new parking lot areas, removing the circular drive while keeping the mature landscaping and request to try to have north side of building mimic a building facade due to its high visibility to First Parish Road and Town Center.*

Joel gave an update on the design:

- Met Maura at with the Recreation department.
- Soil borings will start tomorrow.
- Topography on the survey is delayed; do not have a full survey, so civil engineering is running behind.
- SCTV will be in the middle of the floor plan which works well because they do not need windows. Acoustically can we make it work with the ceiling height. Just concerned about the gym being above them.
- 3 adding bathrooms outside of the gymnasium on second floor.
- Fitness room will be on the first floor upfront
- Daycare area in the back where it is more private.
- Want to move spinning to another room so other people can use the fitness equipment. So may move a few rooms around, working with the Rec Department.
- Elevator added.
- Getting rid of ramp.
- The multipurpose room faces the green space and does not have a room above it.
- Main administration space at front of building and a smaller one at the end of the building

- for privacy for outreach, counseling and a conference room
- Veterans office moved to the second floor so the staff is all on the first floor. This works because now people can use the back door for privacy if needed.
- The activity room is close to the Veteran's office which is a good fit.
- The lobby is in the center of the first floor which serves as overflows into the café/lounge.
- The kitchen is in the back so trash and service deliveries do not have to go through the building.
- Breezeway with a covered entrance way in front of the building where people could wait for rides and be protected from the weather

*Ed asked about seismic upgrades, Joel said they were not needed.*

Joel stated that we are making good progress and feels that we really have 2 separate projects. He thought that we would need to phase the recreation building so people can still use it.

*Stephanie recommended not doing it in the summer. Ed said there are other buildings in Scituate we can use.*

**Joel said that he wants to finish schematics for the gym by November.**

*Dr. Gordon, 48 Mann Lot Road, asked how big the fitness room was Joel said it was 900 sq. ft .and explained that this fitness room doesn't have equipment it is more for classes and equipment takes up a lot of room.*

*Carl asked if there was room to grow and Joel said he has anticipated growth and it is designed that way. Joel is going to add two shower heads that can be hooked up in case there is an emergency so it could be used as a shelter.*

***Ed said we saw a lot of problems with other jobs with the electrical and heating systems so Ed asked if the contractors could come in and present to the Commission prior to their work being done.***

*Stephanie suggested switching the game room and the fitness room, since the game room was bigger.*

*Stephanie said the reception office cannot see the parking lot because the Transportation office blocks the view and suggested switching the offices.*

*Ed asked about security, Joel said they have to work out "access control" for the doors.*

*Stephanie asked about trash and food delivery walking through the breezeway, Linda asked if you could make it drivable. Joel said they added a loading dock in the back, but they could look at adding another one.*

Joel said they were keeping the historic gate and felt that the road was in a good location, Joel talked about overflow parking areas.

**Sandy Duffey, 8 Oak Road, thought that there was not enough parking, Joel said there are 135 allotted spaces which is higher than the original plan required.**

Joel said when he met with Maura she had suggested dead ending the road near the tennis courts.

He thought this was something they could do.

**Joel said he was going to go the Historic Commission meeting on Dec 6<sup>th</sup> and wondered if there were any other Commissions he should meet with.**

***Ed said the ADA Committee [Commission on Disabilities].***

*Carl asked about the outside covering of the building and Joel said it was cement board paneling.*

*Carl asked about putting solar panels on the southern exposure, Joel thought it was a good idea. Stephanie cautioned that they could be considered an eye sore.*

Dr. Price asked if the outside of the gym was changing and Joel said no, but they might replace the glass blocks with something more efficient.

**John Miller asked about adding a second gable to make the building match more.**

Joel was asking for the Commission to give the okay if they were going in the right direction. The plan can change through the development Joel said. Would like to lock in certain offices/spaces.

**Dr. Gordon Price asked when the first public meeting would be, Joel said sometime after the first of December.**

**Jean Young, 179 Captain Pierce Road, added that there were windows in the fitness area, so it was not very private, Linda said you could add blinds**

*Stephanie asked about adding more showers, but Joel said they really aren't used.*

**Joel pointed out that the end of the track will be changed a little due to the addition of a road in the back parking lot. Joel said we could make the track bigger than the one that exists today.**

*Stephanie said if you moved SCTV more in the corner they would not be effected by the gym. Joel said it was not a big deal to move the rooms and thought it was a good idea.*

*Nancy asked about moving the building forward 15 feet, Joel said they moved it as far forward as they could without losing more trees. John said you could replant trees, Joel agreed but said the way the building is sitting on the property now the connector lines up perfectly.*

**Sandy Duffey, 8 Oak Road asked about having trees in the middle of the parking lot, and thought they were dangerous for seniors because they had to back out of parking spaces, Stephanie said it protected a walkway that made it safer for pedestrians to walk.**

*Ed said make sure you have lots of trees for the abutting properties to block car headlights. Joel said we could add a fence.*

*Linda asked about adding a patio area.*

**Dr. Gordon Price asked if the cost of cement was the same as the clap board, Joel said yes.**

**There being no other business, Ed DiSalvio requested a motion to adjourn the meeting at 8:57 PM a motion was made by Carl Campagna, seconded by Stephen Holland, Unanimous Vote (9-0)**

***Next Scheduled Meeting: November 27<sup>th</sup> at 7:00 PM in the Selectmen's Conference Room.***

Respectfully Submitted,  
Lianne Cataldo (Recording Secretary)

**Follow-up:**

- WSP invoice update needed from Joe Sullivan, there in an invoice from WSP for commissioning services for \$7,500 that still has not been paid by Daedalus
- Quote from BCM for camera.
- Cooling in EOC, Kevin will follow-up with GGD about
- Doors rusting, Kevin Kelly to handle
- Rain water is leaking into the electrical room, gutter may need to be added
- Legal update regarding \$25,000 check from design team for HVAC work

**Referenced Materials**

- PBC Agenda
- Meeting Minutes 9/25/18
- PCCO #20
- Vertex Agenda
- Certificate of Occupancy
- Memo regarding Rusting Gutter Brackets (PSB)
- Vertex Budget
- PCO #120
- Application No. 23
- Vertex Letter of recommendation to Pay Application No. 23
- Invoice 23324
- Change Order 43
- Change Order 14
- BH&A Conceptual Design update

**On-Going:**

- Request for an additional wardrobe and a bench in the men's' locker room on second floor. Pricing will be obtained to procure same as existing and presented at next meeting on 10/23/18.
- PSB Sign
- Ed said we saw a lot of problems with other jobs with the electrical and heating systems so Ed asked if the contractors could come in and present to the Commission prior to their work being done.