



MEETING MINUTES
Public Building Commission
Tuesday, January 14, 2020
Town Hall
Selectmen's Conference Room
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; Nancy Holt, Finance Director; Steve Kirby, Vertex; Deputy Chief Al Elliott, User Member; Deputy Mark Thompson, User Member; Linda Hayes, User Member, Noel Murphy, Oudens Ello Architecture; Kevin Kelly, Facilities

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

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 as written from the December 2nd meeting; seconded by Larry; Unanimous Vote (5-0)

Senior Center Project Update: Steve Kirby

Stephen Shea called Karen Canfield so she could listen to the Senior Center update

In Process:

- Delphi Construction was awarded the contract
- Submitted contract documents
- Held preconstruction meeting on the 3rd at the EOC in the Public Safety Complex
- Job Meetings
- Submittals
- Baseline schedules

- Temporary fencing, will allow for parking on the grass for overflow parking for the recreation department
- Documents for permitting for abatement of the interior of the C Wing (Environmental Hygienist)
- Scheduling meeting with Karen Joseph, Town Planner to go over items that are required from the Planning Board
- Met with Columbia Gas on site last Friday to talk about pipe location, gas line relocation started today, it will be located to the right of the main entry

Linda Hayes asked if the main entrance will be the construction entrance, Steve said yes

Stephen Shea asked about the final decision regarding the gym roof, Steve said they will repair the roof, which came within budget

Steve Kirby presented two options of graphics for a 4 x 8 construction sign from the contractor which is required to inform the town of the project

Karen Canfield said that the foundation will want to have a sign as well.

Stephanie Holland made a motion to approve “option one’ with the Town logo; seconded by Ed DiSalvio, Unanimous vote (5-0)

Karen Canfield stopped remote access at 7:23 PM

Public Safety Complex Update:

WSP Update: Kevin Kelly said he was planning on meeting with Scott next week. He further said that a lot of the items have been addressed, but that some issues still exist, for example, the lighting. Hubble came in last week, but the issue is still not resolved, seems to be having some software and IT issues. Kevin said that the booster pump and hot water issues are better. However, there is still a problem with the heating and cooling in EOC. Kevin also said that the UPS [Uninterruptible Power Supply] in server room needs monitoring which would cost \$9,700, Kevin Kelly thought this was expensive. He said that the power supply seems to be the issue. Deputy Mark Thompson felt that the longer the issue goes on the more we are at risk, he said that access control is the issue. **Kevin Kelly said he will have a full update next meeting on all the outstanding WSP items.**

Deputy Mark Thompson said that repair work was done in the Public Safety Complex because doors would not open due to a power issue, the cost was approximately \$8,000, which was not in the budget. **Deputy Mark Thompson said he would get the exact cost and talk to the power company.**

Stephen asked Kevin Kelly for the report from Eaton, Deputy Mark Thompson and Kevin Kelly said it went through IT and Mike Minchello has a copy and that he would follow up.

Metal Outbuilding: Complete, just waiting for Wi-Fi to be hooked up.

Gutter Brackets: Steve Kirby said that Greenwood has the purchase order. They are looking at their schedule, but have not set up a time to install the brackets. **Steve Kirby will follow up with them.**

Stephen Shea asked about the discolored caulking, Steve Kirby said that it had been fixed.

Nancy Holt said that there is \$184,000 left in the project.

Library Project: (Contractor -Steve Rose)

Noel Murphy explained that the slope of the pathway exceeded 5% and that the grade change from Branch Street was a foot different than what the survey showed. To make the slope compliant it will add 40 ft. to the ramp making it 200 ft. ramp. Noel said that it is all marked out and that there is stone along the pathway and stakes which will be removed in the next week. Noel said that materials will be needed to make the pathway longer which could be an additional cost of approximately \$5,000. He recommended waiting until March due to the possibility of cold weather and thought it should be a 2 week project. The cost of the project will be \$23,500 plus the intercom which was \$13,000 for an overall cost of \$36,000, which is more than what was approved by the Board of Selectmen. Noel added that the swale was also recently put in at a cost of \$6,900 which was not budgeted for. Nancy said you will need a release from the Board of Selectmen for \$42,000 which is \$17,000 more than approved. It was discussed that the ADA walkway was originally priced at \$25,000. **Nancy said they approved the intercom already and thinks you would only need to have the delta approved, but said we need to have the exact number before going to the Board of Selectmen.**

Stephen Shea thought that the backfill of the HVAC should be completed as well.

Nancy said she thinks the ADA walkway may need to be rebid (3 contractors) because it is a material change of scope. **Jim Boudreau will make the final decision.**

Stephen Shea said that the existing sidewalk is torn up and asked Noel if the gap could be repaired for the winter. Noel said when the contractor pulls the stakes from the walkway that maybe he could fix it.

Noel asked if the Commission could approve the cost of the swale. Nancy said we would need the Board of Selectmen to release money first, unless Facilities wanted to pay for it upfront. **Kevin said he would talk with Mike Breen about it coming from his budget since they were originally going to have to do the project.**

Stephen asked about the Mass Board, Noel said they will need to be updated when project is completed.

Stephen Shea made a motion to adjourn the meeting at 7:54 PM, seconded by Larry Guilmette. Unanimous Vote (5-0)

Next Scheduled Meeting: February 11th at 7:00 PM

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

Referenced Materials

- Agenda
- Meeting Minutes
- Proposed Contractor Signs

Follow up Items

- Kevin Kelly: Complete WSP Update
- Deputy Mark Thompson will get the exact cost of the \$8,000 project to fix the doors at the Public Safety Complex and talk to the power company
- Stephen asked Kevin Kelly for the report from Eaton
- Steve Kirby will follow up Greenwood to set up a time to install the gutter brackets
- Contractor to backfill the HVAC Unit at the library
- Nancy thinks the ADA walkway may need to be rebid, Jim Boudreau will make the final decision
- Fix the gap in the existing sidewalk by the library when the contractor pulls the stakes from the walkway
- Kevin said he would talk with Mike Breen about the cost of the swale coming from his budget
- The Mass Board will need to be updated when ADA walkway is completed

On-going Items

- **The metal building update:** It was believed the building is completed and there was a certificate of occupancy granted and Jersey Barriers put in. **Steve Shea will follow up with Mark Thompson for update.**
- Kevin Kelly will reach out to Bob Vogel to set up the inspection for Outbuilding

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.
- completed
- Jessi will reach out to Kevin Cafferty about the DPW having part ownership of the ADA Walkway project.
- Stephen will email Jim to follow up on new contractor for the ADA Walkway Project
- Stephen Shea will contact Noel to see if ADA walkway can be done before winter if not will have to secure the area.
- Shawn asked to have the new water boiler inspected so we have a paper trail.
- 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

- Hot and Cold water mixing: Work to replace mixing valve has made a difference Need more follow up on water quality
- The gutter bracket replacement project: Steve Kirby will have for next meeting
- Mixing valve
- UPS in server room
- Light switch controls
- We will need to address the supplemental heat and cooling in the EOC. Kevin Kelly will discuss with WSP and GGD when he returns