

**Town of Plymouth**  
**BUILDING COMMITTEE MEETING**  
**February 9, 2023**

The Chairman, David Peck called the Building Committee meeting to order at 6:30 P.M. Members present were, David Malaguti, Vice Chair; Thomas Fugazzi, Eugene Blanchard, Tim Grandy, Tom Finnegan, Robert Morgan, Megan Marble. Members Absent: Luis Pizano

Staff in attendance included: Nick Hill, Facilities Manager; Christina Renaud, Facilities Director-Plymouth Public Schools; Neil Foley, Fire Chief; Sandy Strassel, Procurement Officer; Jackie Tobin, Administrative Assistant Procurement.

Guests in attendance included: Mark Saccoccio of Saccoccio & Associates Architects.

*Disclosure: These minutes are not verbatim – they are the secretary’s interpretation of what took place at the meeting. – Open Meeting Law, G.L. c. 30A § 22.  
All materials presented during this meeting are available in the Procurement Office.  
Administrative Business – May include topics not reasonably anticipated by the Chair 48 hours in advance of the meeting.*

David Peck: The meeting will be rearranged from the printed agenda order to; Fire, Schools, then DPW.

**Review and Approve Minutes**

No January minutes to review currently. There will be two sets to approve at the March meeting.

**Fire Station Updates:** Mark Saccoccio

(Update packet provided)

**Station No 2- Phase II**

MS: Phase II progress continues. The new addition slab is in and set. Masonry is starting Monday (2/13), prepping for winter conditions. Interior- Sprinklers and much of the mechanical work is done. All asbestos has been removed. Mechanic’s bay is completed, and FD has completed move-back operations. Slab issue from last meeting addressed, floor will be smooth with epoxy, but sight seen today it looked good. On Schedule for December completion date. Starting to build vertical now that the infiltration system for the ground water is completed. Septic tank has been set, leaching field will be starting this week into next week. It’s tight but manageable.

**Phase II Change orders:**

- PCO#14-Emergency docking station-relocated \$5417.77
- PCO#15- Electrical upgrades in Mechanic’s Bay & Apparatus Inspectors said everything should be fixed that was not quite right. Everything is fixed bay ceiling/attic \$8,926.54.
- PCO#18-Revise septic system upgrade, leaching aggregate from gravel to ¾” stone with additional vents \$914.76.
- PCO#19-Revision to storm drainage configuration, the infiltration system spoke about earlier in the meeting. Minimized interruption \$2055.94.

MS: I recommend the approval of CO#3 totaling \$17,315.01.

DP: How much is left in the contingency?

MS: Budget update is in the printed packet; we still have a large contingency.

MS: A couple more change orders to review. Saccoccio & Associates, a geo technical engineering piece. Geo tech and alliance environmental group has been doing all the underground work. The engineer was fully on site during the installation of the foundation and underground, alliance is doing the environmental. \$25,914.66 direct expense not marked up just passed through.

#### **Station No 5 Update**

DP: Is Station 5 getting close to the starting line?

MS: We are, the purchase and sales agreement for the extra strip of land from the church has been signed. We met before Manomet Village steering committee, they supplied a letter of support. Planning Board approved the project last night 2/8/23. Next meeting ZBA 2/27/23. Ready to go to bid, projected dates in update packet provided.

T Finnegan: Was an estimate done on the project?

SS: Station No 5 was approved at town meeting for \$10.6 Million. Looks like it's about \$8.5 Million estimate and then a contingency of about a million.

#### **Station No 4 Update**

NF: Good news. On the land for Station 4 we have had several conversations with the landowner. There is going to be a public announcement, working on the messaging right now and it should be out in the next month. The whole conversation has changed. The right people have been brought in.

DM: Has the site been locked in for the station?

NF: It hasn't been conveyed to us yet. We are waiting on a public announcement that basically does that. Trying to figure out now if we must bring it to Town meeting or if it can be accepted through the Select Board. We won't be able to make it official until it's conveyed over to us.

#### **Fire Study Update**

NF: When it comes to the study, I sent it over to the Town Manager and asked him to put it on his radar to figure out a date to schedule a formal presentation from the study agency to do an in-person presentation on one of the Select Board Meetings, When that does occur, I will definitely notify you because I'm sure you have a lot of interested parties.

DP: We do. I think we paid our bills.

Invoices and Change Order submitted for approval:

Vendor	Invoice Number	Amount	Approvals
Seaver Construction, Inc.	CO #3	\$17,315.01	Tim Grandy motioned to approve, David Malaguti 2 <sup>nd</sup> the motion, unanimous approval.
Saccoccio & Associates	CO #5	\$25,914.66	David Malaguti motioned to approve, Tim Grady 2 <sup>nd</sup> the motion, unanimous approval.
Seaver Construction, Inc.	Application No. 6	\$176,225.00	David Malaguti motioned to approve, Tom Fugazzi 2 <sup>nd</sup> the motion, unanimous approval.
Saccoccio & Associates	21002-20	\$139,939.68	David Malaguti motioned to approve, Tom Fugazzi 2 <sup>nd</sup> the motion, unanimous approval.
Pomroy Associated, LLC	PFDSR	\$29,525.00	Tom Fugazzi motioned to approve, David Malaguti 2 <sup>nd</sup> the motion, unanimous approval.
Axiom Partners, Inc.	19748	\$1,991.00	David Malaguti motioned to approve, Tom Fugazzi 2 <sup>nd</sup> the motion, unanimous approval.
Axiom Partners, Inc.	19822	\$12,408.80	Tom Finnegan motioned to approve, David Malaguti 2 <sup>nd</sup> the motion, unanimous approval.

**School Roof Updates:** Christina Renaud

CR: **MSBA** Project update, since we were last here better results with getting submittals in complete proper with minor comments and the schedule of values. I connected with contractor & OPM and we are going to be at the Building Committee meetings May-August possibly September. If the committee feels they need to be seen earlier let me know.

**Nathaniel Morton:** MLK Day storm we lost sections again off the north side, only shingles. The adhesive never took due to installation time frame. They were there repairing that day, through the weekend and most of the following week. All spots were prepped and sealed. We have since had weather without any other issue. Pictures were taken and given to Gail upon completion of the update.

DP: So, the issue was the adhesive?

CR: It was the adhesive failure, and the wind direction of the storm is what caused the new exposure. One final scope add. The rain event following the MLK Day storm we started to see new entry points. Chimney 1 and 2 on the Lincoln Street side, initial design did not cap because there is no forced air in the building so we were trying to maintain as much airflow as we could. The system that is in there to collect rainwater and drain it from the chimney is just destroyed and not worth repairing. So, what we did was get a quote from the same mason that has been on the project. The other entry point was the Lincoln Street entrance halfmoons that use to be yellow, they are all leaking like sieves. The scope add of \$21,000. Completely took out the drainage system, capped the chimneys and then pulled out all the rotted woodwork, it still has an indent of about an inch and a half, so you still have the half-moon shape

but now it's all bricked. No leaks since. Still waiting on a couple of items with the contract/mason working. Waiting on Gail's nod for close out.

DP: Still on budget?

CR: Yes.

Invoices submitted for approval:

<b>Vendor</b>	<b>Invoice Number</b>	<b>Amount</b>	<b>Approvals</b>
Colliers Project Leaders	0000817899	\$6909.51	Bob Morgan motioned to approve, David Malaguti 2 <sup>nd</sup> the motion, unanimous approval.
TSKP Studio	210730-16	\$3000.00	Tim Grandy motioned to approve, Tom Fugazzi 2 <sup>nd</sup> the motion, unanimous approval.
TSKP Studio	210801-16	\$3384.61	Tom Fugazzi motion to approve, Tim Grady 2 <sup>nd</sup> the motion, unanimous approval.
TSKP Studio	210902-16	\$3000.00	David Malaguti motioned to approve, Tim Grady 2 <sup>nd</sup> the motion, unanimous approval.

**DPW Facilities Maintenance:** Nick Hill

NH: Cold weather catch up, Simes house leak due to sprinkler system malfunctioning. All systems are now back up and running. Dehumidification is running right now. The remediation company came out yesterday getting a price to strip ceiling, walls, possibly floors. Repairs going through insurance. Series of leaks after each day repair. Hoping to have tenants back in tomorrow (2/10) they have been out since Sunday.

DP: Is there a town decision on long term future at this point?

NH: Not that I know of. I spoke with Brad; he isn't sure when the RFP is going to go out yet. Hoping to get something out within the month. It's more the Town Managers choice, I'm just maintaining. System testing Friday (2/10), if it passes tenants can move back in.

CAL had a leak, at the rear vestibule towards the football field. The hot water unit in the ceiling, created a "rain forest" Sunday night. We were able to isolate the valve and replace the break. Found another troublesome area up a little further that was replaced as well. The same remediation company will be into repair.

DP: Was that based on something Freezing?

NH: Thermostat malfunction, it was not enabling. It's currently fixed and drying. Thankfully nothing with the sprinkler system, we did have it tested. As far as cold weather we made out well in all our other buildings. My team was out last Friday afternoon to prepare.

We have been doing a lot of work at the Police station. Installed two new doorways and trim. Police requested a mezzanine inside the evidence storage unit, craftsmen are currently finishing that up. They will then insulate and install a mini split for temperature control. Looking pretty good.

I started a new tracking sheet two and a half weeks ago to show the capacity of the facilities department, with both in house and outside contractors. I now have a list of about 175 tasks that we cover, and it keeps growing. We are continuously taking on new projects.

An interview was held today for a new craftsman. I'm hoping to hire an HVAC tech for the town next fiscal year. Ideally, we will keep everything inhouse. Previously the department has had unfunded positions, general foreman, craftsman, HVAC tech, and a plumber. We are hiring an HVAC tech and I have plans to bring back a general foreman. I do have a current employee I would like to promote to general foreman, must speak with the union for that.

T Fugazzi: How large is your workforce, I know you mentioned custodians? How are you able to keep up with the work?

NH: We have on call tradesmen, HVAC, elevator, plumbing etc. Actual town employees 10 custodian. 2 crafts, 1 apprentice. Hopefully we will be adding on another craftsman after today's interview. As far as cold calls we prioritize our issues. For instance, I had a HVAC issue with Memorial Hall today. Called the contractor he came out immediately, fixed it just like that. Every plumbing issue we've had we have an on-call guy, Mike Flowers from Southcoast Plumbing he comes out first thing, every single time I ask. The plan I've have been working toward for the past year is being proactive vs. reactive. Before that it was just a matter of catching up with buildings. There was a lot of leg work to get to the point we are at now. I feel we are in a good transition point as far as proactive maintenance.

DP: Are you looking at software for care of buildings?

NH: Brightly software is helpful but it's not a step-by-step guide on what needs to be done. The programs are more for estimating life expectancy on equipment.

Memorial Hall is another long-term project. My end goal is a complete renovation if the town allows it and can put the money into it. If the town is going to keep the building, between the exterior, windows, HVAC system, the boiler in the basement, the generator isn't even sized correctly for the building, it all needs work.

DP: Is Memorial Hall in Ten-year capital plan?

NH: Originally, I was just going to stick with the exterior window replacement. I was told to push it off for a grander plan of everything. Obviously, you know the bigger scope the cost is growing exponentially.

TG: What do you anticipate for project that the building committee would be involved in?

NH: As far as larger projects that I would like the building committee involved with, that is something I'd like to figure out. I'm still learning how the town works and how the Building Committee affects projects. The only two large scale project I have coming up are the Police dept HVAC replacement, which we are still in the engineering phase of. One day whenever the Town decides what they would like to do with Memorial Hall, it is going to be a large extensive project. We don't even know the minimum of the scope.

DP: Months ago, when we got the ten-year plan, Memorial Hall had some exterior repairs worth three million dollars listed. Electrical, replacement lighting and things for another four million dollars. At some point it might be nice to get an updated ten-year plan.

SS: The wiring is listed as 2025. There have been some ten-year plan changes due to last minute special town meeting. I will email an update ASAP.

DM: I want to say back in the late 90's we spent eight million dollars on Memorial Hall.

NH: So, I do have contract documents and drawings from 2002 and 2006 when a few renovations occurred. The Blue Room windows, push for replacement. I had to take my craftsmen off a different project and send him right over the window just disappeared (showed pictures). Once you get into the Blue Room and walk around the building you will notice all the windows need replacement.

DM: For windows you will have to go in front of Historic.

NH: I have an engineering firm all lined up to engineer the windows.

What can I provide? What would the building committee like to see from me?

TG: The list of 175 jobs that you mentioned earlier. Possibly post it on the DPW site.

DP: I was thinking maybe an executive summary of projects? One or two pages of maintenance projects that we could see.

TG: When you go to Town Meeting, bring items to show what you've done.

DP: I will say a couple years ago the library got a new roof and HVHC, the job was big enough a couple of the Building Committee members sat in on the job meeting to keep an eye on things. We are a resource to help. Especially on larger projects. Our presence and the questions we ask make projects better.

**Miscellaneous:**

DP: We have a Weston & Sampson bill. Is this the last bill we are going to see?

SS: I reached out to Weston & Sampson to see if there were any pending bills. I was told this will close out the contract we have with them.

DP: What's up with Stephens field?

SS: We are waiting to hear, no plans or specks yet. I was told spring/summer I will get more information.

Invoices submitted for approval:

<b>Vendor</b>	<b>Invoice</b>	<b>Amount</b>	<b>Approvals</b>
Weston & Sampson	11220531	\$1,000.00	Tom Fugazzi motioned to approve, David Malaguti 2 <sup>nd</sup> the motion, unanimous approval.

Potluck: Postpone, reschedule for the spring.

Next Meeting March 9, 2023, at 6:30 pm

Adjourn 7:58 pm

Respectfully Submitted,

*Jackie Tobin*

Administrative Assistant – Procurement