

**Town of Plymouth**  
**BUILDING COMMITTEE MEETING**  
**July 20, 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, Luis Pizano, Tim Grandy, Tom Finnegan, and Megan Marble. Members Absent: Eugene Blanchard, and Robert Morgan

Staff in attendance included: Neil Foley, Fire Chief; Sandy Strassel, Procurement Officer; Jackie Tobin, Administrative Assistant Procurement.

Guests in attendance included: Rick Pomroy, Pomroy & Associates.

*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.*

**Review and Approve Minutes**

June 8<sup>th</sup>, 2023, meeting minutes reviewed. Dave Malaguti motioned to approve, Tom Fugazzi 2<sup>nd</sup> the motion, unanimous approval.

**School Roof Updates:**

David Peck (DP): We just heard that Matt Durkee from Silver Lake Schools has accepted the facilities position left vacant by Christine Renaud leaving. Hopefully we will be welcoming him at our September meeting. The roof update meetings are being held on Wednesday at 10:30 A.M., a link is available to join remotely, and Luis has been doing so already.

Luis Pizano (LP): Keith Malaguti the assistant facilities manager has been covering, he has forwarded us and update which I can share with you.

Email update from Keith Malaguti: When Mike from Greenwood was asked about the percentage of the Indian Brook roof, he stated 25% is completed, which was disagreed upon by everyone in the room. After further discussion it appears 18-20% is more accurate. Based on the schedule we should be at 43% completion. Mike agrees they are behind schedule but still feels it will be completed by the substantial completion date. If work is still being done by the time school starts, it will be focused work away from the front of the building and exterior doors, generally out of view as much as possible. Crews are currently working Monday to Saturdays, 18-20 workers per site. Custodians are concerned with interior work being needed for the skylights; Mike stated he will work with them to coordinate when he needs to be inside of the building.

Federal Furnace, materials were delivered today (7/20/23). Greenwood is now working to assemble a third crew to begin work the first week in August at that site. Originally, they were going to wait until they were completed with the other two and then move on to Federal Furnace however now that the job is behind, they are changing that plan to get a jump start.

A list of some concerns has been raised:

1. Will new drains be insulated all the way down to prevent condensation?
2. Jake is asking to have crawl space ventilation be added to the Indian Brook Annex building.
3. Screws and hardware, roof membranes are a concern.
4. Dumpster location at both buildings, they are very close to the building and some items are getting trapped in-between. Potentially causing damage to the building.
5. Heavy damage has been done to the ground due to machines and vehicles. Areas of grass and potential irrigation damage. There was a healthy tree at West Elementary that has taken heavy damage.
5. The exterior doors at the Indian Brook Annex are not closing properly, they were prior to construction. They let Greenwood know before any finish work is done around the doors the function needs to be squared away.
6. A wall at West Elementary took in a significant amount of water from the roof, the leak is fixed but there is now concern of moisture and damage inside the wall. Recommending the wall be drilled with access holes and be tested ASAP, as well as Indian Brook where water entered the building.
7. The drains at Indian Brook Annex are directing rain to the sheeting causing it to get soaked. They need to be moved and dried before installation.

LP: As you know, along with the roof work comes ADA work for the interior bathrooms, and ramp work. It is time consuming, there are a lot of moving pieces that need to be done in a short period of time. Overall, there is a lot more positives than negative.

DP: What about our project manager, are they providing oversight and comments?

LP: They are sharing their concerns and pushing these guys as much as they can. Right now, they are just hoping they can catch up. I think next weeks meeting will be telling if they can close that gap. Currently they are about halfway to where they should be at this point.

Tom Fugazzi (TFug): The water damage, is that a result from the work they have done?

LP: The wall damage was due to exposed roof during rain. The other was the materials were being staged right by the drainage.

Tim Grandy (TG): All the negative issues you have brought up, do we have a response from Greenwood that states anything about these issues being corrected? Is there a PM report?

LP: That I'm not sure of, it will need some follow up. I don't have minutes yet from yesterday's meeting.

Tom Finnegan (TFin): How many days have we lost due to the rain? Is that the reason they are behind?

LP: I'm sure that's a factor, the lost of days. That has contributed to the crews working on Saturdays and the increase of workers.

DP: I'm thankful that Keith sent that report. I wish our OPM was providing a report.

TFin: I thought they were going to have more than one site manager?

LP: Yes, there is two of them. It does not appear that things are behind at West, only at Indian Brook.

DP: I think we should express our expectations for the OPM. It's important work that is being compressed into one summer.

TG: Who is our OPM?

DP: Colliers.

LP: Adam Dalessio, is his name. There were not many issues previously. I think most of this has transpired in the last seven days.

Invoices submitted for approval:

<b>Vendor</b>	<b>Invoice Number</b>	<b>Amount</b>	<b>Approvals</b>
Colliers	0000862267	\$104,619.35	Luis Pizano motioned to approve, Tom Finnegan 2 <sup>nd</sup> the motion, unanimous approval.
Greenwood Industries	Federal Furnace Application # 1	\$201,090.53	Tom Fugazzi motioned to approve, Dave Malaguti 2 <sup>nd</sup> the motion, unanimous approval
Greenwood Industries	Indian Brook Application #1	\$176,272.25	Dave Malaguti motioned to approve, Tom Fugazzi 2 <sup>nd</sup> the motion, unanimous approval
Greenwood Industries	West Application #1	\$200,022.97	Tim Grandy motioned to approve, Tom Fugazzi 2 <sup>nd</sup> the motion, unanimous approval
Greenwood Industries	Indian Brook Annex Application #1	\$60,787.64	Dave Malaguti motioned to approve, Tim Grandy 2 <sup>nd</sup> the motion, unanimous approval.

**Fire Station Updates:**

(Update packet provided)

**Station No 2- Phase II:**

Rick Pomroy (RP): Everything is moving along well. The torrential rain has not helped but the roof is on. We are struggling to get the mason waterproofing done because we need things to be dry. When the time is right, and we can complete it according to the manufacturer's instructions it will be done. We are moving forward every day.

Interior partitioning and MEP roughs are complete. Apparatus bays are for the most part complete as well. Drywall is being installed on the first floor where ready after approved from the building department. Nothing is being installed on the exterior walls yet. Windows are slightly delayed due to

some dimensional issues. Changing from sliding to casing windows, waiting on a sample. No delivery date yet on those. The store front materials are being measured for fabrication.

A big issue for us currently is the switch over to new power. We are going to fully coordinate the change with all parties, so the station doesn't skip a beat. We are going to require a temporary generator to ensure no downtime.

Tight tank of the east side is complete. The department is now working out of the east side except for the mechanic's bay. It's a tight site and getting tighter. The site contractor is going to be moving up to the new generator location.

Waiting on an updated schedule, I should see that some time tomorrow. The contractor indicated we are good for the December completion date.

I do have change order #11 for your review, nothing that needs to be voted on tonight. We are going to be moving forward with the Water Line Extension. Our general contractor has talked to a few local companies for quotes, and they appear to have come down in price.

DP: This is because the two-inch meter did not work?

RP: We put the meter back that was there, and they have not seen any improvement with the situation. The theory because we are at a dead end, we just aren't receiving the flow that is required. Installing the loop onto Carver will resolve that.

TG: Was the water usage increased by the remodel?

NF: The height has changed, and we are installing more bathrooms.

RP: PCO# 35, adding speaker volume control and data ports in the bunkroom, operational decision. PCO# 36, Replacing and re-wiring existing feed for unit heater in apparatus bays. When we broke through the masonry wall there were electrical conduits the fed different items that were unknown at the time, we had to rewire and low voltage control in those areas. PCO#37, Locker credit due to the elimination of a bunk room. PCO#38, extension of the concrete apron and sidewalk. We have an oil/water separator that we have been using there but we are going to keep it there permanently, a concrete apron will need to be made around it. PCO#39, replacing the man doors in the apparatus and mechanic's bays. We are looking at the cost to replace those, asked the contractor for a quote.

TG: What is wrong with the existing doors?

NF: 1970's, the doors do function, but they jam up and you have to pull them shut. They are tired and will not match. Plus, it will increase security at the station.

RP: No approval's needed at this point just keeping the committee updated.

DP: Last meeting we approved the lift, what is the timing on that?

NF: They are coming out with technicians that will pull the pistons to do an inhouse measurements, then it goes to manufacturing. They will be built to spec, looking at an October delivery.

RP: We do have some equipment purchases we need to make. The first one is WB Mason (Proposal in packet). Total \$67,365.32.

- DM: Move it.
- LP: Second it.
- DP: All in favor? We have our approval.

RP: Quote from MattressFirm \$3,339.

- DM: Move it.
- TFug: Second it.
- DP: All in favor? We have our approval.

RP: Next up we have Signet for access control Total is \$27,115.66, we are over our carried budget of \$25,000. However, we had also been planning on relying on the master system in station 7 so we could do a voice over to IP type scenario. The problem is technology is changing so quickly that system just isn't compatible. In fact, signet doesn't even sell that equipment any longer.

- DM: Move it.
- TG: Second it.
- DP: All in favor? Approved.

RP: Budget Report# 15. Adjustment to line 15 Security system upgrade. And line #33 Vehicle Lift upgrades. The total effect of those two changed is hitting out contingency by \$225,046.66. \$463,732.19 remains in the contingency.

### **Station No 5 Update**

RP: The site has been cleared, erosion control and fencing installed. The loam has been stripped down to subgrade. The site contractor will begin bringing in materials. The drainage structures are on site, all septic and storm drainage infiltration is ready for installation. Eversource should be on site tomorrow, they have been very good. They will be moving the pole line south of the site.

The existing hose tower has been demolished and the fuel depot has been moved to the front of the site, eventually it will be moved to the back but for now it's relocated so crews can have access to it. Our crews are taking much of the site and the fire department is using the front. The construction field office has been delivered to the site. RJ Roy is our site contractor.

No change orders yet. We have had our initial meeting with WB Mason. Stepping into other equipment purchases rather quickly. Our first one is Murphy's Specialties, vehicle exhaust recovery system. They will be getting us a quote on moving that equipment.

Budget Report #3, two changes. First one is line 29, Builders risk. Originally this was not carried, nor was it carried at station 2. At Station 7 it was out of our budget and paid for by the town, the decision was made that it would be built into the project budget.

Line 31 Utility company back charges, the quote we receive was for \$60,985. I spoke with our contact and reviewed it in detail told there is no room for negotiations.

Those two lines hit our contingency by \$89,168, leaving us with \$846,200.86.

#### Station No 4 Update

RP: No real updates from Mark as of yet.

NF: Nothing much yet. Scott Ludwig, town engineer has been setting the lot lines. After he went out, we are looking at a total of 2.3 acres. He made comment that the lot will work out nice for us.

Invoices and Change Order submitted for approval:

<b>Vendor</b>	<b>Invoice Number</b>	<b>Amount</b>	<b>Approvals</b>
Seaver (Retro)	Application #11	\$557,012.00	Tim Grandy motioned to approve, Tom Fugazzi 2 <sup>nd</sup> the motion, unanimous approval.
Seaver (Retro)	Application #1	\$190,535.00	Tim Grandy motioned to approve, Tom Fugazzi 2 <sup>nd</sup> the motion, unanimous approval.
Saccoccio & Associates	21002-25	\$28,098.90	Dave Malaguti motioned to approve, Tom Fugazzi 2 <sup>nd</sup> the motion, unanimous approval.
Pomroy	PFDSR-025	\$27,592.50	Tim Grandy motioned to approve, Tom Fugazzi 2 <sup>nd</sup> the motion, unanimous approval.
Eversource	133066	\$60,985.00	Tim Grandy motioned to approve, Tom Fugazzi 2 <sup>nd</sup> the motion. Luis Pizano abstained, approved.
Cabot Risk Strategies LLC	6/26/23	\$48,183.00	Tim Grandy motioned to approve, Tom Fugazzi 2 <sup>nd</sup> the motion, unanimous approval.
Briggs Engineering	0223529	\$2,502.00	Tim Grandy motioned to approve, David Malaguti 2 <sup>nd</sup> the motion, unanimous approval.
Briggs Engineering	0223743	\$2,133.00	Tom Fugazzi motioned to approve, Luis Pizano 2 <sup>nd</sup> the motion, unanimous approval.
IPS	188044-00	\$13,665.00	Tom Fugazzi motioned to approve, Tim Grandy 2 <sup>nd</sup> the motion, unanimous approval
IPS	188045-00	\$5522.12	Dave Malaguti motioned to approve, Tim Grandy 2 <sup>nd</sup> the motion, unanimous approval.
Scanner Master	273893	\$495.53	Tim Grandy motioned to approve, Dave Malaguti 2 <sup>nd</sup> the motion, unanimous approval
You-do-it Electronics Center	105-T-112369	\$243.00	Luis Pizano motioned to approve, Dave Malaguti 2 <sup>nd</sup> the motion, unanimous approval.

**Miscellaneous:**

- Wishing Tom Finnegan well, moving away from Plymouth. He has sent a letter of resignation to the Selectboard.
- Dave Malaguti and Tom Fugazzi have been reappointed and sworn in.
- Reorganize after the new member joins.
- Eventually like to see summary updates for projects on the website.

Next Meeting August 10, 2023, at 6:30 P.M.

Adjourn 7:54 P.M.

Respectfully Submitted,

*Jackie Tobin*

Administrative Assistant – Procurement

Minutes Approved August 10, 2023.