

## Meeting Minutes

### Marshfield Council on Aging

#### Senior Center Expansion Building Committee (BC)

Meeting Thursday, September 16, 2021, 10:00 AM at the Senior Center

**ATTENDANCE:** Carol Hamilton, COA Director; Bill Scott, Co-Chair; Sheila Gagnon, Co-Chair; Curtis Edgin, Caolo & Bieniek, Architects; Dan Pallotta, P-3/OPM; Peg Davis, Capital Project Building Committee Liaison and Matt Currie, BC At-large member

**ABSENT:** Mike Maresco, Town Administrator; Rudy Hall, Caolo & Bieniek Architects; Patrick Dello Russo, Town Treasurer; Fred Russell, Facilities Manager; and Tony Bullock, Asst. Facilities Manager

**CALL TO ORDER:** Bill Scott called the meeting to order at 10:08 AM

**APPROVAL OF 8/25/21 MEETING MINUTES:** Sheila Moves and Matt seconds. Approved unanimously.

**BUILDING TOUR:** Deferred until the end of the meeting.

**DESIGN UPDATE:** Curtis Edgin – Wall painting is in progress so please be careful during the tour and don't touch the wet paint.

Construction progress remains good. We are addressing minor tweaks with the contractor. One glitch, testing of the standby generator (250 KW) shows that it will require higher natural gas pressure to run as designed, although this is an adjustment to the regulator that can be readily made in the gas supply. Checking out the functioning of this type of equipment with the manufacturers/suppliers is part of the commissioning process.

**CONSTRUCTION UPDATE:** Dan Pallotta – We had gotten through **PCO #18** at the last meeting, so we need to review PCOs #19-24. The ones that concern this committee start with #21 for \$21,932.22. This committee had considered this at the last meeting for up to this amount, which is the parking lot modifications required for a larger dumpster. We needed it and we had money to do it so we discussed it with the architect and the contractor and agreed to a change in the design. Although approved at the last meeting we thought we could knock the number down by a \$1000. The final price will be \$20,000 and change so we didn't get the full thousand off but we got about \$900 off. The vote of the last meeting can stand so we will withdraw this motion.

**PCO #23** is to re-carpet just the hallways in the existing building, because when we take this (temporary construction) wall down we will have this beautiful new carpet on the new side and then it's going to be the worn carpet on the existing side. So we decided to replace the existing carpet with carpet squares for \$29,156.29. With carpet squares should one get stained or

damaged you just pull it up and put down a new square. Peg moves and Matt seconds that we approve PCO #23 in the amount of \$29,156.29. This was approved unanimously.

**PCO #24** - Now that we have we have new carpet in the original corridor it would be nice to paint the existing walls to match the colors on the other (new) side. When you come over to the other (new building) side you will understand why we have to do the painting of the original building corridor. The cost will be \$20,116.00. This is just for the corridor walls, not the existing rooms. When you look down the corridor you'll understand why it cost that much, because there's a lot of trim in a different color, so it's not like they can just go spray the whole hallway and be done with it. This painting is going to take a while.

They're going to be shutting down the Center for three days to do paving (week of Sept. 20-24) and that's when they're going to do this carpeting on the existing corridor. Then they'll do the painting of the existing corridor walls when they get to it. Sheila moves and Bill seconds PCO#24 in the amount of \$20,116.00. to paint the corridor walls of the existing building. The approval vote is unanimous.

There is additional discussion about the improved quality of modern carpet squares and that over time with repeated vacuuming the joints between the squares become less and less noticeable. Peg asks if there will any problems for people with balance problems to negotiate walking on the new "busy" carpet square pattern. Dan explains that although the carpet pattern is busy it is all on the same flat plane with no elevation changes, and shouldn't be confusing to walk across, especially given the clear visual separation and differences between the carpet and the vertical wall colors. Both of our designers believe that the carpet pattern would not be a problem.

## **TWO NEW ITEMS, PAINTING REQUEST: DAN**

**PC#3: Repaint Entire Building** - The design team has been asked to price out allowance for the cost of a separate contract to repaint the entire building. Should be nearer \$30,000 but in order to expedite with existing painter before the fall when the painting season ends, with lifts, ladders, and staging, with two coats of paint with a lot of complicated trim at prevailing wage it looks like we'll need an allowance of up to \$100,000. to get the painting done. This is an authorization for Dan to work with Patrick (the Town Treasurer) when the final number comes in to work out the contract and payment method. The Construction Committee will be asked to approve the actual PCO for this painting contract. Today's vote authorizes the funding. The goal is to get this painting done before we open in November. Sheila moves and Matt seconds that we approve an allowance for a contract of up to \$100,000. The vote of approval is unanimous.

**Repaint Existing Offices:** Dan had been asked by the COA for another quote from Page to re-paint existing offices (admitting area) and computer lab down to the end of the existing hallway. The administrator and finance director agreed with the management team that this was beyond the scope of the contiguous hallways painting (approved above) and should be funded separately. The COA Boosters and COA donation account will split this expense 50/50. That quote is \$5500. Page will do the painting but under a separate agreement to be worked out with the Town, not as part of the expansion contract.

**Additional Item Office Carpeting:** Carol – Office carpeting not contiguous to hallway carpeting. Quote is \$29,000, but not from expansion contract funds. Would be good to get this work done now. The Senior Center Boosters and COA Donation Fund will split this expense 50/50. This work to be done possibly by Page but funded separately as stated with the actual mechanism to be worked out between Dan and Patrick.

The scope will include carpeting in all the offices, small meeting room outside the office, the computer lab and the board room. Doing this now with Page will avoid disrupting the place again after the big contract is complete.

**Peg Davis Question:** We've discussed that there will be a Project Reserve to be returned to the town. Will any of that be available for additional furnishings? Answer: Dan - We already have \$150,000 in the budget for furniture, but beyond that this surplus should be available for necessary additional basic furnishings, that's what the money was for. We will need to reconcile a number of the project administrative accounts (architects, geotech, testing, etc.) to see what the final amounts will be and what remains unexpended, then we can determine with the town management how much should be shifted towards additional furnishings, from our reserve account. Dan will try to have those reconciliation numbers before this committee meets again.

**Regarding the Furniture Account:** The furniture really needs to be ordered ASAP so it will be here when the expansion is ready to open.

**Additional Small Project:** Carol – The accordion door next the Counselling office needs to be replaced with a solid wall, no door.

**Adjournment at 10:46 AM:** Moved by Sheila, seconded by Bill, Voted Unanimously.

Respectfully Submitted,

Matt Currie, Secretary