

TOWN OF SEEKONK
DEPARTMENT OF PUBLIC WORKS BUILDING COMMITTEE

DATE: Wednesday October 11, 2023

TIME: 4:00 p.m.

**PLACE: Board of Selectman Meeting Room
Seekonk Town Hall
100 Peck Street
Seekonk, MA 02771**

MEETING MINUTES

Present: John Pozzi, Chair; Michael Gagne; Michelle Hines; Edward Monigan

Absent: Kevin Hurst

Attendees: Shawn Cadime, Town Administration; Carol Ann Days, Asst. Town Administrator; David Cabral, DPW Director; Nate Ginsburg, Brewster Thornton Group Architects (BTGA); Christine Shea, BTGA. Virtual Attendees included Rick Colavecchio, BTGA; Tracy Dorsey, GF, Gannet Fleming (GF); Sergio Abondano Corredor, GF; Seth Betteridge, GF; Paul Huffman, GF; Seth Gamber, GF; Ed DiSalvio, GF; Dan Tavares, CGA Project Management (OPM).

A. Call to Order: Chairman John Pozzi opened the Building Committee meeting 4:07 PM.

B. OPM Report:

1. CGA provided a brief overview on the status of the project. OPM Report was not provided.

C. Architect Report

1. BTGA presented schematic building floor plans. Minor updates were discussed, including eliminating the double doors into the Workshop and the space open into the Loading Bays instead and swapping the Building Maintenance to this location with the Workshop; confirmation that all garage doors are to be 14'-0" tall and wide; add a door to the Mechanics Office from the interior corridor; increase the size of the Conference Room; need adequate wall space for TV monitor in Break Room for training; eliminate visibility into the locker rooms; add urinals in the Men's Bath/Shower Rooms; add urinal in single toilet room located in corridor adjacent to the Janitors Closet.
2. The covered storage units, enclosed mini-storage units, and barn were presented and discussed.
3. BTGA presented Salt Shed options with a range of prices depending on style and structure. The committee preferred the "barn-style" Salt Shed design with concrete foundations and fabric-wrapped wall construction. The committee expressed concern with the joints in block wall allowing water through, need for tie-down anchors, and potential for walls being accidentally displaced by equipment. The capacity of Salt Shed will be 1,500 tons which is as standard size to avoid additional custom costs. The committee requested that the estimator's price both the concrete wall and block wall foundations for comparison. BTGA noted that the initial pricing ranged from \$560,000 to \$840,000 based on their research.

4. Maintenance Bay was discussed with regards to height, which was confirmed to be 27'-9". It was also confirmed that the lifts would be flush with the floor.
5. BTGA presented the overall site design which was generally accepted by the committee with the following comments: add manual gates at the entrance to the garage parking, near the dumpster, and at the access road to the Transfer Station. Concerns were raised regarding the location and orientation of the salt shed to allow for better access and circulation at the fueling station based on the largest fire truck vehicle. Space at the dumpster should allow for the garbage truck to fully pull in to get out of line of traffic. Snow plowing and snow storage locations should be reviewed when finalizing the parking lots and roadways. The Barn should be rotated 90 degrees to enter from the adjacent access road.
6. BTGA presented two exterior design options. Scheme A was preferred which had masonry bump-outs that highlighted the conference and break rooms, wood-like material at the name, single pitched garage roof with wood-like overhangs. Concerns regarding wood-like material being used due to long term maintenance and costs, and the amount of corner glazing at the garage that could affect neighbors and interior use. Scheme B was like Scheme A but had a more modern look and taller bump-out at the conference room. The committee preferred the upper corner glazing as shown in Scheme B.
7. Gannet Fleming (GF) presented mechanical systems options for the administration building and the pros and cons of using a VAV (Variable Air Volume) HVAC system versus a VRF (Variable Refrigerant Flow) HVAC system. the VRF system is more efficient but has a more initial cost. The committee expressed concern with sound and differential temperatures with these systems. Both options will be priced in the estimates for further review. Heating options were also presented for Vehicular Maintenance and adjacent spaces which compared unit heaters, infrared heaters, and underfloor heating. Systems will be further discussed following once estimated costs are determined.
8. BTGA provided an outline of next steps stating that the Schematic Design (SD) documents will be issued to the cost estimators on 10/31/23 with cost reconciliation occurring on 11/20/23. BTGA will submit the final package by 12/6/23 for record following the 11/29/23 Building Committee meeting to approve the SD package prior to moving into the Design Development phase.

D. Review and Approve Invoices:

1. M. Hines made the motion, seconded by K. Hurst, to approve CGA Invoice DPW-007 in the amount of \$11,000. The vote was unanimous, contingent upon Town Administrator acceptance.

E. Review and Approve Meeting Minutes: Minutes were not presented for approval.

F. Other topics not reasonable anticipated by the Chairman 48 hours before the meeting: None

G. Public Comment: None

H. Schedule Next Meetings:

November 9, 2023 at 4:00PM, if needed. November 29, 2023 at 4:00PM to approve the SD package and authorization to move forward into the Design Development phase. Meetings will be held in the Board of Selectmen Meeting Room located in Town Hall

I. Adjournment: M. Gagne motioned to adjourn the meeting at 5:45PM, which was seconded by E. Monigan. Motion passed unanimously.