

TOWN OF SEEKONK
DEPARTMENT OF PUBLIC WORKS BUILDING COMMITTEE

DATE: Wednesday March 13, 2024

TIME: 4:30 p.m.

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

MEETING MINUTES

Present: John Pozzi, Chair; Michelle Hines; Kevin Hurst, Edward Monigan

Absent: Michael Gagne

Attendees: Shawn Cadime, Town Administrator; Jennifer Argo, Finance Director; David Cabral, DPW Director; Christine Shea, Brewster Thornton Group Architects (BTGA); Rick Colavecchio, BTGA; Marybeth Carney, CGA Project Management (CGA); Dan Tavares, CGA; Chris Zorra, Board of Selectmen

- A. **Call to Order:** Chairman John Pozzi opened the Building Committee meeting 4:34 PM.
- B. **OPM Report:**
 1. CGA provided updates on activities held since the previous Building Committee meeting.
 2. A meeting was held on 02/28/24 with S. Cadime and D. Cabral, where BTGA presented updates of the exterior design and proposed building materials for both the pre-engineered metal building and administration offices. BTGA would provide additional information during their presentation.
 3. The Technical Review Committee met on 02/29/24 with the project team. BTGA and their consultant are following up on several items. Casali Engineering was applying to be at the May Conservation Commission board meeting to request a permit to work within 100' wetland setback; filing a Special Use Permit application for the Zoning Board's May meeting as required for municipal building construction; traffic calculations are needed to determine if the site would have 100 trips or more a day, which would trigger a full traffic study; and submitting an application to the Planning Board for their June board meeting. BTGA was reviewing the Fire Department's requirements for electrified gates that opened remotely from their vehicle, 6" tall numbers above or adjacent to the doorway, and sprinklers in the covered storage area adjacent to the building. S. Cadime asked if the team could research to see if the gates could be manual that could release the latch remotely from their vehicle and push through with their vehicles. CGA agreed to follow up with the Fire Department.
 4. D. Tavares reminded the committee that the geotechnical engineer recommended additional test pits within the building footprint and under the salt shed and fueling station. D. Cabral confirmed with S. Cadime that the \$3,200 to rent the excavator would be covered by the town, adding that they would provide the operator as needed. BTGA agreed to cover the \$8,150 for the geotechnical services. The work would be done in late March or April.

5. D. Tavares stated that the building committee needs to form Contractor Prequalification Committee with two representatives from the building committee and one person from the architect and OPM. CGA noted that other people can assist with this effort, but four members need to be identified for the record. CGA provided an overview of the schedule noting that they anticipate at least four meetings over the next four months. CGA will draft the Request for Qualifications (RFQ) for review and approval prior to public posting. CGA will continue to report the status to the Building Committee. Kevin Hurst and Ed Monigan volunteered to be on the committee which was accepted by the building committee.
6. CGA made the recommendation to host a Community Outreach meeting after the Design Development cost estimates and budgets are reconciled and approved.
7. CGA presented the project schedule with milestones highlighted noting that BTGA is scheduled to finalize Design Development documents for Building Committee approval on 04/23/24, authorizing them to move into the Construction Document phase, which will take 4 months. The contractor bid phase will take 2 months and will occur prior to the November 2024 Town Meeting with the contractor award in December 2024. Construction would commence in January 2025 and take 18 months to complete. CGA anticipates the town moving into their new facility in June 2026, noting that this is subject to change. M. Hines questioned why getting contractor bids should be before town meeting approval. D. Tavares explained that the team is currently using cost estimates to determine the project budget stating that contractor bids would provide the town with actual costs for the town to approve.
8. D. Tavares presented a summary and status of the preconstruction budget. M. Hines asked why a Mass DOT permit would be required. The project team explained that Fall River Avenue was a State Road, so curb cuts and tying in the utilities would require a permit.

C. Architects Report:

1. C. Shea presented the building floor plan and updated the site plan. The salt shed and the fueling station were moved together to reduce the pavement and improved circulation. The road behind the salt shed was designed to be one lane, and 'AutoTURN' software had been used to confirm the trucks would be able to navigate the site. C. Zorra expressed concern that 8-ton trucks delivering salt could tear up the road turning into the shed and that a 10-wheeler with plow could not make the turn into the shed as well. BTGA would follow up with Casali Engineering.
2. C. Shea showed where the wetlands set back were located and the work within their boundaries which required the permit from the Conservation Commission.
3. R. Colavecchio presented exterior renderings of the building noting that the reduction in garage height and the building offset made it less visible when driving up to the site. Rick explained that the only building that would not be a pre-engineered manufactured metal building was administration. BTGA confirmed with the metal building companies that the administrative building would be more expensive if a pre-engineered building was used.
4. R. Colavecchio explained that the buildings will be designed to the Stretch Energy Code that Seekonk adopted. BTGA was reviewing the metal building components, to confirm they meet the stretch code requirements. BTGA is comparing options to determine if a single sourced pre-engineered metal building is more cost effective than bidding out the envelope and components as separate components. S. Cadime recommended informing the residents what percent of the building cost was increased due to being a Stretch Code community and explain that the investment would be a more energy efficient structure.

5. S. Cadime asked how often the Stretch Code changed and if the project should submit a building permit application prior to the next change. The project team will research.
6. R. Colavecchio presented wall sections through the pre-engineered building, showing an exposed foundation wall, consisting of a Concrete Masonry Unit (CMU) back up with rigid insulation, air cavity and a decorative 4" exterior block to be more durable inside and out. BTGA recommended using metal panels that have high-density insulation and provide an air and vapor barrier, built in a tongue and groove system that would have less chance of gaps.
7. The exterior of the administrative building façade consisted of metal panels and CMU blocks or brick masonry. BTGA presented two types of CMU options, split-face or ground-faced. A local example of split-face CMU is Marin Elementary School, which hasn't weathered well. Ground-face CMU has a more polished appearance and would cost more upfront but would require less maintenance. The metal panel system being proposed was economical. The roof canopies could be premanufactured with drainage systems built in. R. Colavecchio explained that their thought process was to specify manufactured systems in lieu of constructing elements at the site, which reduces the number of contractors needed and minimizes coordination issues.
8. BTGA is reviewing glazing options, including polycarbonate panels and glass, and conducting a daylight study to determine how much light was required for the building.
9. The building committee asked the life expectancy for the metal pre-engineered roof. BTGA stated that 30 years should be expected, and the administration roof would depend on the type of system selected noting that a PVC roof could be 25-years and less for an EDPM (rubber) roof. CGA stated that they do not recommend a rubber roof.
10. Based on the overview of the design, the building committee agreed that the project is going in the right direction.

D. Review and Approve Invoices

1. Michelle Hines made the motion, seconded by Kevin Hurst, to approve and submit invoice DPW-011 dated 2/29/24 in the amount of \$22,000 for CGA Project Management to S. Cadime for payment. The vote was unanimously approved.
2. Michelle Hines made the motion, seconded by Kevin Hurst, to approve and submit BTGA's Invoice 11953, dated 2/29/24 in the amount of \$121,588.80, to S. Cadime for payment. The vote was unanimously approved.

E. Review and Approve Meeting Minutes:

1. Michelle Hines made the motion, which was seconded by Ed Monigan, to table the approval of the 2/21/29 meeting minutes until the April meeting. The vote was unanimously approved.

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

G. Public Comment: C. Zorra asked if the salt shed roof material is fabric with metal tie downs or metal. BTGA confirmed that the fabric roof is currently designed. D. Cabral said that Pawtucket has a 2-level salt shed with metal sides and would do more research for the team. D. Cabral stated there was a document being reviewed by the Assistant Town Administrator explaining the project and would be mailed to the abutters.

H. Schedule Next Meetings:

April 10, 2023, at 4:30 PM in the Planning Board Room.

I. Adjournment: Michelle Hines made the motion to adjourn the meeting at 5:29 PM, which was seconded by Ed Monigan. Motion passed unanimously.