

TOWN OF SEEKONK
DEPARTMENT OF PUBLIC WORKS BUILDING COMMITTEE

DATE: Wednesday August 23, 2023

TIME: 4:00 p.m.

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

MEETING MINUTES

Present: John Pozzi, Michael Gagne, Michelle Hines, Edward Monigan Kevin Hurst

Absent: All members were present

Also Present: David Cabral, Jennifer Argo, Seekonk Finance Director; Carol Ann Days, Asst. Town Administrator; Dan Tavares, CGA Project Management (OPM); Marybeth Carney (CGA); Christine Shea (BTGA)

I. Call to Order: Chairman John Pozzi opened the Building Committee meeting 4:00 PM.

II. OPM Report:

A. CGA provided a brief overview of the status of activities since the last meeting. CGA reported that geotechnical borings and stormwater test pits were being marked in the field for investigation to occur. The test pits for the septic system will occur during Schematic Design. DPW met to review the building and site diagram options, narrow down their preferred layout and circulation, and help refine the building sizes. A meeting was held earlier today to further verify storage needs since the program seems to be more than expected. Currently the design is still in the diagram phase, and it is the Building Committee's purview to authorize the architect to move forward in the Schematic Design Phase if ready.

III. Architect Report

A. BTGA reported that the geo-environmental study did not have any surprises, the trash was where it was known to be. There are wetlands and an intermittent stream off site which have setbacks that impact the site. Per conversations through D. Cabral, the Conservation Agent stated the intermittent stream has only a 100-foot buffer. He would get written confirmation of this and share it with the team. The stormwater test pits will be dug by the DPW.

B. A meeting was held with the DPW on 08/23/23 to discuss the vehicle and equipment inventory to confirm the storage needs identified as the extra yellow blocks on the site layout plans.

C. D. Cabral mentioned that the DPW reviewed the building and site diagrams and determined that options A& B seemed to address their needs the best. The fueling station was to be closer to Fall River Avenue with the salt shed adjacent to it. The wash bay could be moved in different locations. The parking lot for the staff would be separated from administration and the public. The design intent would be to keep the building 25-50 feet set back from the property line. It

was preferred to keep the 50-foot setback so the Fire Department would have access around the building. S. Cadime and M. Hines reiterated they would like to hold to the 50 feet setback. The landscape architect will infill landscaping behind the building since existing trees may be impacted with the new building construction. The property lines shown on a google map arial overlay indicate that the neighbors have encroached into the town's property.

- D. Drawings were shared with the Building Committee noting that the yellow dashed areas will have covered storage, but the size will be reduced based on DPW's confirmation of needs. Different types of storage units were discussed, including a covered canopy with corrals and a prefabricated metal storage system with garage doors.
- E. BTGA stated the design goal is to stay outside of the 50-foot property buffer along Carter's Way and from the known subsurface trash locations. It is believed that the existing shed at the entrance to the landfill was in a buildable area, but K. Hurst will investigate that area to determine the trash line limits. The DPW requested at least a 3-bay (40'x60') storage building for a loader, backhoe, and sweeper. This shed will be heated by burning the waste fuel. The other area being explored for covered storage was west of the compost area, where the DPW currently had open air corrals for site materials.
- F. S. Cadime suggested moving the salt shed further south to stay away from the neighborhood, with possible access through the American Legion property. J. Pozzi suggested an access road between the new building and the landfill access to avoid the need to use Fall River Avenue.
- G. M. Gagne and E. Monigan reported they had visited the DPW in East Providence for the RI DOT. E. Monigan will call to schedule a site visit to the Portsmouth Public Works Facility for the DPW representatives, CGA, BTGA and members of the Building Committee for September 6th or 7th, 2023.
- H. BTGA requested Building Committee approval of the preferred diagram option to allow them to proceed into the schematic design phase.

IV. Approval to move into Schematic Design:

- A. *K. Hurst made a vote to authorize BTGA to move into the Schematic Design phase, contingent on confirming building sizes, which was seconded by M. Gagne. The vote was unanimous.*

VI. Other topics not reasonable anticipated by the Chairman 48 hours before the meeting:

- A. None

VII. Public Comment:

- A. None present.

VIII. Schedule Next Meeting:

- A. September 13, 2023, at 4:00PM in Town Hall Planning Board Meeting Room

IX. Adjournment: *J. Pozzi motioned to adjourn the meeting, which was seconded by K. Hurst, all were in favor, and the motion passed. The meeting ended at 4:38 PM.*