

Town of Kingston  
Permanent Building Committee  
Meeting Minutes  
July 14, 2011

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TOWN OF  
KINGSTON

1. The meeting was opened by Chairman Ron Gleason at 5:00pm. Other members present were Paul Armstrong, Dave Colter and Bob Gosselin. Absent was Al Beaulieu.
  
2. REED BUILDING –
  - Paul Armstrong made some changes to a memorandum that Rick Grady had put together and then Grady did his original memo over and is dated June 27<sup>th</sup>.
  
  - The parking area section was done over and he can get the pitch he needs to be handicap accessible. Take the island out of the grade of the driveway and then it all works. Much more level than needed.
  
  - Paul Armstrong describes the whole project and the language / description we have now is correct.
  
  - Under Contractor Specifications, to remove and replace vs. remove and reinstall, there is a difference.
  
  - Some other directions were also needed. (See "Reed Community Building Specifications attached.)
  
  - Bob Gosselin asked that while patio materials look good, asked how they stand up.
  
  - Dave Colter stated that using Fiber Mesh can be used in place of wire fabric, which is in the Plans.
  
  - Ron suggested we make a Motion to pay Rick Grady for the work he has already done. The Motion was made by Dave Colter and seconded by Bob Gosselin and it was unanimously so Voted.

### 3. ADAMS LIBRARY -

-A detailed discussion was held on the progress being made on the Adams Library by the Heritage Committee and the CPA Committee.

### 4. MAPLE AVENUE SCHOOL -

-Paul and Ron have discussed the subject of demolition and / or the subject of reuse or repair. They now have a copy of a letter dated July 2, 2011 from Frances Botello-Hoeg, Secretary of the Historical Committee, regarding the above subjects (keeping in mind the Town Meeting decision – to tear it down.

-Paul Armstrong has filled out their request for further information, which will be sent back to the Historical Committee and then to the Town Administrator and the Selectmen prior to the end of the month.

-Paul Armstrong then read his return statement to the PBC members before the final copy (which is attached to these Minutes) written back to the Selectmen to Mrs. Botello-Hoeg's letter of July 2, 2011. Ron and Paul will meet next week with Jill on the matter as well, and have their reply with them from the PBC.

### 5. FAUNCE SCHOOL

- Paul has had some pricing from Billy Fortini and he has seen the numbers and they reflect making new windows and new sashes – 9 in total – with new glass and with new sashes will end up looking exactly as the original ones were. The only other person needed is a Painter for the Shutters and the Eaves.

-We had two quotes – one from Plymouth Glass and the one from Billy Fortini, who is very familiar with and does what is called, “returned back to the original historical by restoration.

-A Motion on the two proposals was made by Dave Colter and seconded by Paul Armstrong to authorize the Chairman to meet with the Town Administrator and then go ahead with the project

- Ron mentioned the cost of the shutters - \$400 – Windows - \$3600 – considered --**Historically correct—Energy Efficient**. A Motion was made by Dave Colter and seconded by Bob Gosselin to move forward on this with Billy Fortini and it was unanimously so Voted.

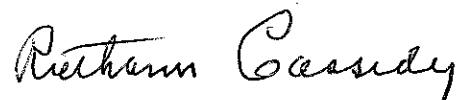
6. TOWN HOUSE –

-We now have money in our budget to re-paint the columns on both entrances to the present Town House. We should call a couple of Painters and get some prices. A Motion was made by Dave Colter, seconded by Bob Gosselin to contact these Painters to give us prices to paint the columns on the Town House and it was unanimously so Voted.

7. These Minutes dated July 14 and those dated June 16, both in 2011, are in need of an approval to file.

8. There being no other business to come before the meeting, it being 6:00pm, a Motion was made by Paul Armstrong and seconded by Bob Gosselin and it was unanimously so Voted.

Respectfully submitted,



Ruthann Cassidy, Secretary

Atts.

## DESCRIPTION

### Project Summary

The Reed Community Building is a two story civic building located on Summer Street in the "center" of Kingston. On the main level, the building features an auditorium complete with stage and projection booth, two meeting rooms, a bathroom and the Recreation Department Offices. The lower level includes a large meeting room, several offices, bathrooms and a kitchen area. The grounds include three baseball fields, a playground, two tennis courts, a basketball court storage shed and two parking areas.

The Building and grounds are on different elevations and are connected by a terraced patio. A poured concrete slab just outside the lower hall connects the terrace to the back of the Reed Building. The thirty five (35) foot slope is divided into five (5) six foot deep steps that are approximately sixty-five (65) feet wide. Built into the center of the third and fourth levels is a rounded platform that holds a flagpole (now broken in half) anchored by an old millstone. A waist high wrought iron fence encloses the platform. Concrete stairs flank each side of the terrace and link to the field below. A six foot high chain link fence sits on top of the concrete wall at the bottom of the terrace. The existing surface of each step level is a mosaic of stones set in washed sand. Over time, water has permeated the surface and years of freezing and thawing cycles have caused the stones to lift and settle unevenly. Today, most stones are not in their original positions nor flush with the surface. The spaces between the stones are full of moss, dirt and weeds.

**The Main Bid** would include work as described on the plan by Grady Engineering and specifications to include: Removal of patio stone surface, repair and refinishing as required the patio foundations, framework walls, stairs and driveway side retaining wall. Reinstall patio stones.

**Bid Alternate 1** would include making intermediate step sections continuous, by forming and pouring concrete step sections to fill in between existing step sections.

**Bid Alternate 2** would include work necessary to reconfigure the lower entry handicap parking and access. Work to include necessary concrete and asphalt removal, regarding to plan elevations, pouring new concrete walks, repaving areas disturbed and restriping parking spaces.

**Bid Alternate 3** the cost to rehab the flagpole and adjacent iron railings.

**Reed Community Building Specifications**  
33R Summer Street  
Kingston, MA 02364

**CONTRACTOR RESPONSIBILITIES**

1. The Contractor shall obtain all permits. All fees shall be paid by the Contractor.
2. The Contractor shall notify **DIGSAFE** (888-334-7233), the Town of Kingston Permanent Building Committee (781-585-0500), 72 hours prior to the start of construction.
3. The Contractor shall coordinate all necessary inspections with the Town of Kingston Permanent Building Committee and Grady Consulting L.L.C. (781- 585-2300).
4. The Contractor shall coordinate with the property manager to provide reasonable notice of any disruptions such as temporary closings of parking spaces, etc.
5. All work areas shall be blocked from access by non-construction vehicles and pedestrians with range safety fence securely staked or other suitable barriers.

**PATIO**

1. Patio stones shall be removed and reinstalled. Only existing patio stones shall be placed. No substitutions are allowed without written consent from a permanent Building Committee Representative.
2. The finish surface shall be level and easily traversable by pedestrians. All patio stones shall be laid level with maximum variation of not more than 3/16 of an inch from directly abutting stones.
3. The existing sub-base may be retained if not disturbed during patio stone removal. Sub-base may be leveled with bank run gravel. Sub-base to be compacted with hand vibratory compactors.
4. A 2" (inch) compacted stone dust layer shall be laid on top of compacted sub-base.
5. Patio stone joints shall be of polymeric sand. The polymeric shall be placed per manufactures' specifications.
6. Care shall be taken not to damage existing concrete structures surrounding patio levels. Any damage from compaction or any other work shall be responsibility of the Contractor shall be repaired at the Contractor's expense.
7. Any spalled concrete areas shall be repaired.

## PAVEMENT

1. Areas where pavement is proposed shall have a 2" (inch) binder course and 1 1/2" (one and one half inch) top course applied as the finished surface.
2. Binder course shall be Mass Highway Class I Bituminous Base Course Type I-1 or approved equal.
3. Top course shall be Mass Highway Class I Bituminous Concrete Type I-1 or approved equal.
4. Pavement damaged by Contractor in areas other than areas to be replaced shall be repaired.

## CONCRETE

1. Coarse concrete with similar coarse gradation shall be used to match the original concrete.
2. Concrete walks shall be Portland Cement concrete 4000 psi with 5% to 7% air entrainment placed at a minimum thickness of 4"(inches). Walks shall be 4' (feet) wide minimum.
3. The surface of the sidewalk shall be troweled to a dense and closed form and broom finished. The edges of the walk shall be tooled with an approved edging tool in a manner that leaves a neat and smooth border.
4. Walks shall be divided into panels by expansion and contraction joints. Joints shall be spaced at approximately 1/2 half foot intervals. Wherever practicable, joints shall align with like joints in adjoining work.
5. Joints shall be parallel with or perpendicular to the centerline of the walk. Jointing layout shall avoid angles of less than 75 degrees. Panel widths of less than 3' (feet) or more than 5' (feet) shall not be permitted. The length to width ratio for panels shall not exceed 1 to 1.5.
6. Contraction joints shall be saw cut not more than 3/16" (inch) in width and shall be cut to a depth of at least 20% of the thickness of the walk.
7. Expansion joints shall be 3/16" (inch) wide unless otherwise specified, shall be the full thickness of the walk, and shall be of pre-formed expansion joint material. Expansion material secured in a manner that will prevent movement or displacement during the placement of the concrete. Expansion joints shall be placed as directed by the engineer.
8. Sawing of joints shall be conducted as soon as the condition of the concrete permits and before any random cracking occurs.

## **PREPARATION OF BASE**

1. The soil under the proposed walk shall be excavated or filled to bring it to "foundation level".
2. Sod, vegetable material, topsoil and frozen soil shall be removed from the area below the proposed walks. Wherever wet, spongy, soft, or unstable material is encountered below the foundation level, such material shall be excavated. These over-excavations shall be backfilled with uniform select material and compacted to 100% Standard Proctor Density. Backfill shall be made of a uniform select material provided by the Contractor, placed in layers not exceeding 4" (inches) thick and compacted to 100% Standard Proctor Density. Backfill may be clay or granular materials. Clay material shall have moisture content with 2% of optimum. Granular materials shall have a moisture content of at least 80% of optimum.

## **STEEL REINFORCEMENT/FIBER MESH**

1. General: Comply with CRSI'S "Manual of Standard Practice" for fabricating reinforcement and with recommendations in CRSI'S "Placing Reinforcing Bars" for placing and supporting reinforcement.
2. Install welded wire fabric in lengths as long as practicable. Lap adjoining pieces at least one full mesh and lace splices with wire. Offset laps of adjoining widths to prevent continuous laps in either direction.
3. Install Welded wire 2" (inch) below surface. Fiber mesh may be substituted for wire fabric when added to concrete at a rate of 1.5 pounds per cubic yard.

## **CAST IRON COVERS**

1. Re-use existing covers where in use on site. Proposed Cast Iron Covers shall be Model LA244 by East Jordon Iron Works, 14 East Union St, Brockton, MA 02302. Telephone: 508-586-3130 or 508-580-2740
2. Or approved equal
3. Cast iron covers shall be set on precast risers (when cover over tank is greater than 1.5') and brick with mortar to finish grade.

### **DRY WELL**

1. Drywells shall be Scituate Ray Recast, (telephone: 800-440-0009) 6' (feet) diameter, 3' (feet) deep precast concrete drywell.
2. Or approved equal.

### **IRON RAILING AND FLAGPOLE**

1. Is to be inspected by a competent welding professional to determine if the existing railing can be refurbished.
2. Railing to be removed refurbished and replaced in current location.
3. If new railing and/or flagpole is to be fabricated the Contractor, he shall obtain written approval from the Permanent Building Committee for purchasing or fabricating.

### **REPLACEMENT OF MISSING AND ROTTED CORNER BOARD AND COLUMN BASES**

1. Contractor to remove and replace corner board and column bases, Contractor to meet with member of Permanent Building Committee to determine boards to be replaced.
2. Boards and moldings to be replaced with in-kind materials.
3. Replacement boards and moldings to be primed and painted with exterior paint. The color is to be matched by a paint professional and approved by a member of the Permanent Building Committee.

### **CLEANUP**

1. After removal of the forms, all debris, excess material, tools and equipment shall be removed from the site within 48 hours.
2. In disturbed turf areas, approved topsoil material shall be placed against the sides of the walk to a minimum depth of 4" (inches) or full excavation depth, whichever is less. The area shall be fine graded and all rocks of ½" (inch) diameter or larger shall be removed. Grass seed shall be spread in lawn areas.
3. Adjacent concrete walks and driveways, bituminous driveways, gutter lines and street areas shall be swept and left clean and free of debris.
4. Any paint spills or splatter shall be removed at the expense of the Contractor.
5. The cost of backfilling and cleanup shall be incidental to the work.

# MEMO

## PERMANENT BUILDING COMMITTEE

26 Evergreen Street  
Kingston, MA 02364

TO: Board of Selectmen

FROM: Ron Gleason, Chairman

DATE: July 15, 2011

RE: Maple Ave School/Information Request

The Permanent Building Committee has been tasked by the Town in several instances to evaluate existing structures or portions of structures for their worthiness or for the most cost effective way to provide space needs of the Town. The Committee is composed of construction professionals who in their deliberations take into consideration aspects of construction review that include cost, practicality of use and community impact. The Committee's position is that the Maple Avenue Building should not be rehabbed for several reasons.

1. Estimated rehab costs would exceed rebuild costs by a substantial amount, an estimated twenty five to thirty dollars per square foot. Any reuse of the building as proposed would not provide a finished product that complies with the Green Energy Alternative or the adopted stretch code. The size and shape of the structure would leave little room for utilities, yard improvements or needed access to the Police Station. The Board feels that question of ultimate reuse of the lot is separate from the cost of and final product of any rehab of the existing structure. The Committee feels that removal provides the best solution for the town and neighborhood.
2. The estimated cost of demolition is in the \$50,000.00 range.
3. The reuse of the parcel should be determined by Selectmen after input from the neighborhood, the Open Space Committee and various other Town Officials.

## Kingston Historical Commission

26 Evergreen Street  
Kingston, MA 02364

July 2, 2011

Town Administrator  
Kingston Town Hall  
Kingston, MA 02364

Dear Jill,

We received the copies of the report showing owners of record for Map 45/92 as we requested from the Building Inspector earlier this week. As we also requested, he is to supply the Commission with either the digital copies of the photos submitted, or one complete set on photo paper.

In review of the demolition plan at our meeting on June 30, it was found that information relating to two items of the by-law were not included as required by 21.4.5:

*(iv) the reason for the proposed demolition and data supporting said reason including where applicable data sufficient to establish any economic justification for demolition*  
*(v) a brief description of the proposed reuse of the parcel on which the building or structure to be demolished is located.*

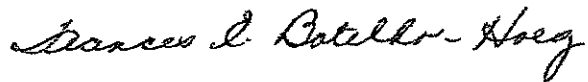
1. Please submit any structural reviews/analysis that support the fact the building *requires demolition* due to poor deteriorated condition, vs. reuse or repair.
2. Please submit cost analysis of demolition (and costs of future reuse of lot) vs. possible reuse of lot and structure, illustrating cost benefits to town of requested demolition.
3. Please submit the town's proposed reuse of the parcel.

As it is not our intent to delay the public hearing for the demolition plan, we are tentatively calling your completed submission date June 30, 2011 (when we received the lot information). Please submit the above requested information to the Commission prior to our next meeting (July 14) to maintain this completion date. Should the requested information not be received by that date, your completed submission date will be determined by the date the information is received.

Anticipating your return of the information in due time, we have tentatively scheduled, but not advertised, the public hearing to be scheduled during the week of August 15, 2011.

Thank you for your attention to these matters.

Sincerely,

A handwritten signature in cursive script that reads "Frances I. Botelho-Hoeg".

Frances Botelho-Hoeg, Secretary  
Kingston Historical Commission

Cc: Building Inspector  
KHC LS File  
HHC Maple Ave. File