



Public Works Facility Building Committee Meeting Minutes

Montague Town Hall

One Avenue A, Turners Falls, MA 01376

Tuesday, April 2, 2019 @ 5:00 PM

Present: Ken Morin, Pam Hanold, Bob Macewicz, Steven Ellis (Town Administrator), Mark Williams, Jay DiPucchio, Tom Bergeron (Highway Supt.), Mark Fairbrother, Chris Rice (Building Inspector), Neil Joyce (CMS), Roger Hoyt (CMS) Walter Ramsey (Town Planner), David Jensen, Jason Burbank

Absent: Richard Widmer (Alternate Member), Ariel Elan

1. Approve Meeting Minutes of March 26, 2019 – Motion to accept. Unanimous in approval. Committee Member Elan was not present for this vote.
2. Abutter Update and Overview of ZBA Public Hearing process –
 - a Walter Ramsey provided an update with the site plan review with abutters last week, with the outcome of the meeting shared with HKA and their subconsultants. Abutter concerns included traffic during night time hours with headlights, with proposed mitigation to include plantings for shielding purposes. Request was made to maintain access to walking trails adjacent to cemetery, and revisit clear-cutting of boundary between cemetery and proposed DPW facility. Application will be in this week, with formal hearing on 5/1. This will be site plan review and public hearing plan for the special permit on building height.
 - b Gregg will coordinate site visit with Geotech and DPW for test pits. Town will provide any existing drilling / boring information from the public safety complex project.
 - c Revisit prior direction to clear-cut boundary between cemetery and proposed DPW facility. The property line was noted as extending into the grassed area of the adjacent cemetery (trees are set back from the property line). Mark, Tom and Ken will review and further advise the committee if any alternative is possible. Greg noted SMMA has begun site plan development, and the committee needs to provide clarity on this border. Committee confirmed they are not asking HKA / SMMA to alter their plans.
 - d Dave Jensen suggested looking at driveway and shifting to the south (slightly) to aid in grading to the adjacent fire station lot and adjacent Turners Falls Road.
3. Cost of enclosure of Covered Parking
 - a HKA summarized the cost at \$14,505 (See HKA Memo dated 4/2/2019), page 1. This was clarified to be a comparison of the two methods (covered exterior vs enclosed).

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4. Review HVAC Options & Expected Costs for DPW Facility – See HKA Memo, dated 4/2, page 2-9, as summarized below.
 - a Hydronic heating elements via oil-fired burners. Offices are minisplits for AC only, using 600A Electric service and 200 KW generator. Annual operating cost for heating only is estimated at \$16,000 (qualified by current price of oil). Summary of maintenance needs are presented.
 - b Second option is for heat pumps, with supplemental electrical heating for low temperature conditions. These will trigger increase in electric service, generator and minor changes to electrical room (increase of \$284K). Operational costs of heating is estimated at \$10K, a savings of 6K per year. Without incentives it would be a 40 year payback. IF a VRF system was used, it would be a premium of 50K (334K). Incentives from Eversource or other sources may be available – may reduce premiums to 160k +/- . Payback may be reduced to approx. 15 years, based on incentives.
 - c Hybrid – smaller increases (premium adjusted to 224K), with operating cost of \$15,000, and a similar premium for VRF (Added 50K). Potential VRF unit information was provided for consideration by the committee
 - d There was some discussion by the committee, regarding the validity of the numbers, and length of the payback period, suggesting the reduction may be to approx. 10 years. Further discussion on the complexity of other systems in Town buildings, and ease of operation for simpler systems. Jason suggested there is strength in diversity (oil and hybrid) and conversion to all electric down the road is feasible (larger service would be required).
 - e Motion – to eliminate option #2 (all electric option) from further consideration. Discussion on availability of fuel oil at later date, and potential that electricity will be fuel source of the future. Size of generator is in question. Unanimous in favor with 2 abstentions.
 - f Motion to proceed with Option 3 Hybrid HVAC. Jason confirmed that we can not confirm the project is moving forward with lowest overall cost. Vote was unanimous in favor.
5. Consider Implications of System Costs relative to Building Budget and Features
 - a Cost estimate at \$8.66M, including hydronic system and 8% design contingency.
 - b Hybrid and Electric costs as highlighted above, would be additive to the base bid number.
6. Milestone & Schedule – Public Discussions / Site Plan and ZBA Meeting – Confirmed we are scheduled for late April / early May. CMS noted this will leave only one meeting, and if a

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second meeting is required, it may impact putting the documents out on the street. An earlier date would be preferred.

7. Window discussion – added windows on two elevations to add more lighting was suggested, with an estimated added cost of 8K-10K. Tom suggested added windows will not create any added production inside building. Motion was made to proceed without adding any windows. Motion carried with seven in favor, with two opposed.

8. Additional Items that require consideration – all on 90% documents:

- a Security systems – Cameras & Access Control
- b Keying & Door Locks
- c Exterior Lighting Conventions
- d Controls – Lighting and HVAC
- e Fire Suppression System – Pump required?

9. Confirm Future Meetings Schedule

Committee Meeting – April 17 at 5:00 PM

Motion to Adjourn 7:50 PM