

Board of Selectmen's Meeting—Facility Study Workshop
January 23 – 9:00 AM
Sanford Hall
155 Village Street

Present: Glenn Trindade, Chair; Maryjane White, Vice-Chair; Richard D'Innocenzo, Clerk; Dennis Crowley, Member; John Foresto, Member.

Staff Present: Michael Boynton, Town Manager; Allison Potter, Assistant Town Manager; Dave D'Amico, Director, Department of Public Works (DPW); Gorman Richardson Lewis Architects (GRLA): George O'Neill, Associate, Senior Project Manager; Scott Richardson, President.

Participated Remotely: Bobby McGee, Facilities Manager, DPW; Jim Kane, Facilities Manager, Medway Public Schools.

At 9:15 AM Selectman Trindade called the meeting to order and led the Pledge of Allegiance.

Public Comments: There were none.

Town Wide Facility Study Report Review

The Board reviewed the executive summaries of the twelve buildings.

Selectman Crowley asked how the costs were determined. Mr. Richardson explained the formula used by GRLA to determine costs of the work items including the scope of work. Mr. O'Neill explained the impact on the cost projections of future years. Selectman Crowley asked if that information would be available to the Selectmen. Mr. O'Neill confirmed noting that it was provided in the final report of each of the twelve buildings. He noted that once a plan for addressing a building is determined, the architect would then develop a more detailed and accurate implementation plan along with associated costs. Town Manager Boynton then explained the expectations for the Selectmen at this meeting would be to identify next steps including review of the most recent debt schedules for capital planning purposes. The goal of this study was to set a roadmap for addressing structural and usage facility requirements including a risk assessment of any immediate safety issues. Selectman Crowley stated that he added up all of the costs and the grand total came to \$69 million. Mr. O'Neill clarified that this total number is not accurate and will be discussed later in the meeting.

Mr. Richardson reviewed their PowerPoint presentation including the specific objectives in the assessment of each facility and the information included in the final reports. Selectman Crowley asked if the projects identified for each building as immediate projects coincides with the cost estimates of year one, which add up to \$1.8 million. Mr. O'Neill stated no and that he will review where these fall into the five-year cost plan provided. He then reviewed the immediate project needs for each of the twelve buildings emphasizing these are safety and code issues. Selectman Foresto asked if there were immediate items to be addressed at the VFW facility to eliminate any potential liability. Mr. O'Neill stated the upper hall floor structural upgrades should be addressed. There was further discussion on the potential to limit use of the VFW facility based on this issue and the need to address this issue especially now that we have this report. The group then discussed the potential cost for the immediate needs identified, next steps of prioritization, and potential funding. It was noted that the evaluation of building security was identified for each of the school buildings and there was discussion on what items

would be included in this work item. It was noted that the cost for this was not included in the \$1.8 million total cost for all immediate project costs. Mr. O'Neill noted that the final reports dated December 7, 2020 should be utilized as cost references as those have the most current costs. Mr. Richardson then reviewed the overall costs per building estimated over twenty years. He noted that Town Hall along with the Police and Fire stations were separated out from the other facilities as they require major repairs. Mr. Boynton noted that the costs are reflective of costs to repair existing buildings. There was then discussion on next steps. Mr. Boynton stated that DPW and the schools can review the list of immediate needs and prioritize them along with the costs. He would like GRLA to identify which buildings it makes sense to put money into. Mr. Richardson stated that answer is impacted by the current and future space requirements. He did note that Town Hall is about 5,000 square feet short of current space requirements, which did not include bringing DPW administration back to Town Hall. There was further discussion about the options to address Town Hall including adding space, renovating the existing space, and selling the building. There was then discussion on how to address the cost to pay for construction of a new building, renovation of a different location, or renovation of existing buildings. There was then discussion on the options for addressing the needs of the Fire and Police Departments. Selectman Crowley asked if, in the next three years, anyone has the fortitude to ask for an override, and then asked what the direction would be if the answer was no. There was further discussion on this question noting that depending on what the override was for, would depend on if they could anticipate support. There was also discussion on other funding options including debt exclusion. There was then discussion on what the priorities are of the Selectmen and the next steps. The Selectmen determined the next step is to have the facilities staff and DPW prioritize the immediate need items and associated costs so that they could be funded at May Town Meeting. Then, we would be at a point where we could consider the longer-term plan. Jim Kane agreed with the plan to address the immediate needs. He asked, if there are any changes, whether they would be incorporated into an updated final report. Mr. O'Neill confirmed. Mr. Kane briefed the group on the work items already completed that were included in the immediate work items. He then reviewed the plan for the replacement of the school roofs and the goal to extend their life as much as feasible, so they all do not come due for replacement at the same time in the future. He noted the immediate need is the Memorial School roof at a cost of approximately \$1.2-1.5 million. Selectman Crowley asked for the status of these roof projects through the Massachusetts School Building Authority (MSBA). Mr. Kane stated that they were rejected as they changed their criteria from 20 years or older to 25 years or older and we were right at the cusp of that. He would like to meet with the Town Manager and School Superintendent to discuss reapplying as it may cost more to go through MSBA. He then reviewed the specific schedule for school roof repair. Selectman Crowley requested an updated report from Mr. Kane on the projections for these roof projects. Mr. Boynton noted that we have a ten-year window to address municipal buildings before we will have to begin to address school buildings. He also noted the impact on enrollment and the need to address the school buildings will be also impacted by the 39 Main Street, Timber Crest, and West Street developments. Selectman Crowley asked for the deadline to determine the costs for the immediate items for vote at May Town Meeting. Mr. Boynton stated by the end of February.

Mr. Boynton noted that the debt schedule provided to the Selectmen will be updated as the budget process moves forward. Selectman Crowley asked about the potential to approach the Community Preservation Committee (CPC) about funding any portion of the \$500,000 for the pickleball courts, softball field, and Center Street. There was further discussion on how to present these within the Town Meeting warrant and which to include in CPC. It was decided that the pickleball would be requested from CPC and the softball projects would be funded separately at Town Meeting. Mr. Boynton reviewed what funding could be removed from the Town Meeting warrant to address funding the softball projects including the potential to utilize any leftover Snow and Ice budget funds. Mr. Boynton noted the lights

at Cassidy Field, the tennis courts at the High School, and the track at the Middle School will need to be addressed in the future. There was further discussion about the scheduling of the softball projects. Selectman D’Innocenzo noted the need to inform Parks, the School, and others about the plans for these projects. There was further discussion about the timeline for the pickleball court project to facilitate the start as soon after Town Meeting as possible.

Mr. Boynton brought up the restoration of a historical fire truck, the potential cost for restoration, and the available CPC historical funds to address this. There was discussion about addressing Town Hall as a historical site. Selectman Crowley asked for more information about the Evergreen Cemetery. Mr. Boynton explained the history of its private ownership, that there is \$60,000 in a perpetual care fund, and, if the cemetery is abandoned, the onus is then on the Town to maintain that space. Mr. Boynton spoke with Town Counsel about how to address this with taking it as a friendly taking at Town Meeting. There are two components with managing the cemetery, (1) general upkeep and (2) record keeping, setting up grave openings, etc. Mr. Ginley stated there are twenty burials per year from his funeral home. There was discussion about others who may be interested in assisting the Town to determine how to move forward and then managing the cemetery or taking this over from the Lee family. Selectman Trindade would like a committee to determine what to do with the VFW building and land. Selectman Foresto noted that this falls under the need to look at all of the buildings following the results of the facility study. Mr. Boynton stated his concern about an availability of cash.

**At 11:33 AM, Selectman Foresto moved to adjourn. Selectman White seconded. No Discussion.
VOTE: 5-0-0.**

Respectfully submitted,
Liz Langley
Executive Assistant
Town Manager’s Office