

Pepperell Building Committee

Meeting Minutes

Thursday, March 18, 2021

1.0 Call to order

The meeting was called to Order by C. Lundeen at 6:33 pm via ‘Go to Meeting.’

2.0 Attendees

2.1 Present

Taya Dixon, Catherine Lundeen, David Scott, David Stairs, David Querze, Brian Borneman, Andrew MacLean

Others: Margaret Scarsdale

2.2 Absent

Joe LoBuono

3.0 Acceptance of Minutes

Approval of 3/4/21 Minutes. Motion to approve by B. Borneman. Second by C. Lundeen. Approved by unanimous vote.

4.0 Discussion/Action Items

4.1 Review Additions to Draft

C. Lundeen identified a public comment on the evaluation of town-owned properties submitted to A. MacLean

T. Dixon Mullane noted the information included in the Report pulled information directly from Assessors Database, and omitted all properties identified as recreation and conservation.

A. MacLean indicated a more thorough review of town properties is needed as the process moves forward.

T. Dixon Mullane noted that this would be part of concept design scope of work as described in the Report.

4.2 Community Outreach Plan

4.2.1 Presentation Overview

The Committee reviewed the slides prepared by D. Stair, D. Scott, B. Borneman, and J. LoBuono. D. Stairs presented:

- First slide shows existing facilities
- Charge of BC at beginning of presentation along with BC membership
- Overview slide – Capital Program Committee – D. Stairs asked for clarification on where did the ranking originated?
 - T. Dixon Mullane explained how the CPC ranked capital needs via criteria
- Public safety building concerns – revised language for clarity.
 - B. Borneman noted the lack of systems in Jersey Street to support personnel
 - D. Stairs will rework the language for final bullet to clarify intent
- Problem Statement & committee goals were reworded
 - B. Borneman reworded the objectives to give a clear message of objectives of the Committee for public safety. Noting that ideally, the Committee’s intent is to provide proper facilities for emergency departments
 - The second bullet to be revised to remove work being described as “new”
 - C. Lundeen recommended removing renovation from the slide
 - D. Stairs noted it should be keep it as an option
 - T. Dixon Mullane suggested “new construction options” instead of “Building”
- Committee agreed that possible paths was well presented
- Police/Communication presented graphically first with operational issues then functional
- Fire presented graphically first with operational issues then functional
 - T. Dixon Mullane recommended add booking area photo; D. Stairs agreed this was intended for the 4th photo
 - B. Borneman indicated that the garage area is not secure and presents a concern for transport
 - D. Querze noted that additional photos will be included at end of presentation as general images of the facilities
 - B. Borneman indicated the presentation combined the Park and Jersey Street station issues together. Primary issues to present is the inability to decontaminate trucks after emergency calls inside the Park Street bays because trucks are too close together. Living quarters are inadequate and are need because shifts are 24 hours and require a place to reside during downtime. Photos present conditions of inadequate sized spaces, a slop sink which is the only sink available for decontamination. Functional deficiencies are highlighted

by the lack of an exhaust recovery system at Jersey St., no fire protection at both buildings, no dedicated maintenance space for apparatus and equipment at Jersey Street, and inadequate space for building plan review and storage at Park Street

- C. Lundeen noted that as a citizen, if the FD cannot work effectively, it impacts the public.

4.2.2 Finalize all dates for public meetings/Civic Engagement Night

4/8/21 – Civic Engagement Night. M. Scarsdale suggests rescheduling closer to new Town Meeting date. The Select Board will discuss possible new dates of 6/7 – 6/17 at their next meeting on 3/22. Town meeting is currently scheduled for 5/3.

C. Lundeen suggested that if more of the population is vaccinated by later in the spring, tours of the buildings may be possible.

M. Scarsdale recommended including a slide specific to what the Committee is requested at Town Meeting.

C. Lundeen has reached out to the PBA and Seniors for meetings, and the PTA to include information in their newsletter. A larger community meeting may also be warranted.

C. Lundeen will request Jordan to come to the meeting after next to discuss media & social media platforms.

5.0 Discussion

A. MacLean stated that bids not back before 5/3 town meeting. Believes concept design through construction documents may be between \$400-\$750k. Current funding request will provide services for a half to two-thirds of needed funding. The project is out to bid for an Owners Project Manager (OPM). The Town may be able to do a design/build effort that may save costs. The Building Committee will be part of the review of proposals when they are received.

C. Lundeen asked if a bill submitted by Senator Kennedy could provide funding to communities building public safety facilities. A. MacLean noted this is often a bill submitted to the legislature, and will follow up with him. A. MacLean also noted that some funds may be available for infrastructure through the federal stimulus package.

6.0 Next Meeting/Adjournment

Next Meeting: April 8, 2021 via 'Go to Meeting 6:30 pm.

D. Querze motioned to adjourn. Seconded by A. MacLean, and unanimously approved by the committee. Meeting adjourned at 7:33 pm.