

Holden Department of Public Works Facility Committee  
Meeting Minutes  
September 7, 2016

**Call to order**

Daniel Nason called to order the regular meeting of the Holden Department of Public Works Facility Committee at 7:07pm on September 7, 2016 at Holden Senior Center, 1130 Main Street, Holden, MA .

**Roll call**

Daniel Nason conducted a roll call.

Committee Members present:

Chair Daniel Nason

Dawn Michanowicz

James Kempton

Bill Randell

Jack Cross.

Others present:

Geri Herlihy, Board of Selectmen Liaison

David White, Finance Committee Liaison

Timothy Ethier, Board of Selectmen

John Westerling, Resident

John Woodsmall, Director of Public Works

Ryan Mouradian, Water & Sewer Superintendent

Jeff Alberti, Weston & Sampson Engineers

JP Parnas, Weston & Sampson Engineers

**Approval of minutes from last meeting**

Ms. Michanowicz made a motion to approve the minutes from August 11, 2016. Mr. Cross seconded the motion. Vote was approved by a majority vote 5-0.

**Continue review and discussion of amended space needs**

Mr. Nason handed out copies of the Space Needs Assessment report prepared by Weston & Sampson Engineers, Inc. Each area was reviewed and approved.

Discussion was as follows:

Mr. Woodsmall asked Mr. Alberti to speak to the standard size of similar projects.

Mr. Alberti spoke to the averages of other project including the relationship to code regulations.

John Woodsmall discussed the Forman Bullpen setup and how originally the DPW wanted individual offices for staff. Preference is now the Bullpen as it is close to the muster room but as long as there is enough individual separation to work.

Mr. White discussed the floorplan of the Carpentry/ B&G Shop on sheet 12.

Mr. Woodsmall discussed the reduction of space and the separated locked storage.

Ms. Michanowicz asked why it was reduced. Mr. Alberti stated it is still within adequate use.

Mr. Woodsmall stated it was still larger than the existing B&G shop at Adams Road.

A general discussion regarding the Water & Sewer (W&S) shop between all attendees regarding blade sharpening location, if there is a "clean shop" area, overhead entry/monorail, parts for water main breaks to be fabricated indoors.

Mr. Nason asked how many Mechanics there are. Mr. Woodsmall said 3 including foreman. Mr. Cross added that the foreman is a working foreman. The mechanics foreman office was reduced to 10x10 in order to match the other foreman areas.

Mr. Nason asked if the fluid storage space is big enough and added concerned that this space not be jammed packed for insurance reasons or safety reasons

Ms. Herlihy asked if the fluid storage size is relative to the amount of storage room in Weston.

Mr. Alberti answered Yes and said he will confirm the area has space for expansion and the fluids, bulk and drums work in relation to space. May have to increase length and decrease width to meet goals.

Mr. Nason reiterated the need for space.

All agreed and will look to Weston and Sampson for changes to revise the space.

Ms. Herlihy asked about the Mezzanine space.

Mr. Cross commented that this amount of space is needed.

General discussion of proper parts storage, tool storage and the hydraulics area is smaller than the average.

General discussion on the Maintenance Bay included the lack of walls separating the bays makes for a safer environment.

Mr. Nason noted that the paint shop was taken out.

Mr. Alberti stated he will do a quick look at the size and check the fleet in relation to the planned Vehicle Storage size.

Mr. Woodsmall started a discussion on storage of sewer equipment.

Mr. Alberti offered because of the smells, there are out regions for separate storage.

Mr. Nason asked if this space was ok.

Ms. Michanowicz asked if it included sweepers

Mr. Alberti discussed a 12" increase for sweepers – refer to new plan, not included on today's.

Mr. Nason asked that the minutes reflect that the board went room by room, space by space and made a reasonable estimate

#### **Vote on recommended space needs**

Mr. Randall made a motion to approve the space needs assessment of approximately 60k Sq feet with a 1% overage.

Ms. Michanowicz asked for an amendment to the motion to include final revision pending revisions by Weston & Sampson.

Mr. Randall made a motion to move forward with the space needs assessment with a minimum of approximately 60k square feet, subject to any revisions proposed by Weston and Sampson.

Mr. Ross seconded the motion.

Discussion – none.

Vote was approved unanimously 5-0.

#### **Continue discussion on 18 Industrial Drive acquisition - process and schedule**

Mr. Woodsmall passed out an application for a *Claims Made and Reported Site Specific Pollution Liability Policy* from Berkley Specialty Company. Berkshire Hathaway, current owners of 18 Industrial Drive, stated they wouldn't go forward with any more testing on the property. Berkshire Hathaway also stated they won't accept any language in the purchases and sale that can be used to back out based on failed tests to the property or soil.

Mr. Nason remarked that no there is no site better looking than this one. There was no close second.

Mr. Eithier discussed how people have asked him what happens if the town votes to acquire the property, but the vote to build the DPW facility doesn't get approved. He expressed based on its

visibility, even spending 1 million for remediation and \$50K a year for insurance it is a great site for the Town to acquire regardless.

Mr. Nason added the site is currently assessed at either \$2.2 or 2.3 million. And that there may be a chance to subdivide a portion to sell to an interested abutter.

Mr. Woodsmall also spoke to the potential of flipping the property. He also suggested to the board that they familiarize themselves with the project so they can accurately answer questions and promote the project to voters.

Ms. Michanowicz proposed putting info out to townspeople to make sure they have the info needed to make an informed decision.

Mr. White suggested that a presentation about the project be made to the finance committee to gain their recommendation and questioned if there was a need for a separate Town Meeting.

Mr. Woodsmall pointed out that the money put forward at the spring Town Meeting was for the purpose of presenting a project at a specific site. What has created a need to re-evaluate that process is the unexpected availability of the #18 Industrial Drive site for little to no acquisition cost. If the Town is going to get the property for little to no cost, with the known contaminant issues, the Town should know that before we sink design monies into a site that the voters don't want. This is why we did a rough schematic and why we should get a decision from the Town votes as to whether they want the site or not.

Mr. Nason stated that the site is actively being marketed and time is of the essence.

#### **Vote on whether to recommend a Special Town Meeting for acquisition of 18 Industrial Drive**

Ms. Michanowicz made a motion to support the Town Manager to recommend a Special Town meeting to vote to recommend acquisition to enter into negotiations with a Purchase and sale with pollution liability insurance.

Mr. Randell seconded the motion. Further discussion on the motion followed.

Ms. Michanowicz amended the motion to recommend to the Town Manager that a request is made to the Board of Selectmen to schedule a special town meeting to acquire #18 Industrial Drive for a DPW facility.

Mr. Kempton seconded the motion.

Discussion – none.

Vote was approved unanimously 5-0.

#### **Old business**

None

#### **New business**

Mr. Randall suggested more outreach of information on the Facebook/Website. Weston and Sampson has a great YouTube video.

#### **Set Future meeting schedule**

TBD at this time.

#### **Adjournment**

Mr. Randall made a motion to adjourn. Mr. Cross seconded the motion. Vote was approved unanimously. Meeting adjourned at 9:08pm.

Minutes submitted by: Maureen Burke

Minutes approved by: DPW FC on September 29, 2016