



DPW BUILDING COMMITTEE  
MEETING MINUTES  
JANUARY 29, 2025  
7:00 PM  
ACTON SENIOR CENTER  
30 SUDBURY ROAD

Present: Dean Charter, Corey York (via Zoom), Adam Nolde, Greg Jarboe, Ann Chang, Michael Harris, Mary Smith, Tom Doolittle, Thomas Begin

Additional Attendees: John Comeau and Della Donahue from Weston & Sampson; Kevin Weeks from PMA Associates; John Mangiaratti, Town Manager (via Zoom)

Dean Charter, Chair of the DPW Building Committee, called the meeting to order at 7:26pm and read the agenda into record.

#### **DPW OPEN HOUSE EVENT RECAP**

Thom Begin, Vice Chair, discussed the open house held on January 25<sup>th</sup>. He provided the following highlights:

- Attendance estimated between 30-40 individuals, including members from the Finance Committee and Select Board.
- Tours led by DPW Departmental Leadership including Carl Maria, Jason Kidder, and Corey York.
- Attendees gained insight into the current facility's limitations and staff constraints.
- Positive community engagement; further tours may be planned before final project decisions.

#### **PROJECT UPDATES**

John Comeau, Weston & Sampson, providing an update on the project, He discussed the initial project estimate of \$46M total project costs; and reviewed the revised total project cost of \$43M after cost-saving measures discussed and accepted during the last DPWBC meeting. He indicated that reduction efforts include decreasing geothermal wells and identifying potential bid alternates. He explained the goal remains to bring costs further down while maintaining project feasibility. Greg Jarboe, Committee Member, explained that the Finance Committee and residents are seeking a definitive cost estimate that is lower than the current total project costs.

## **HVAC SYSTEM COMPARISONS**

Samuel Alpert, Weston & Sampson, presented the current HVAC system options. The following options were noted by Mr. Alpert:

- **Gas-fired system** (lowest initial cost, highest emissions).
- **Air-source heat pumps** (moderate cost, lower emissions, higher maintenance).
- **Geothermal system** (highest initial cost, significant incentives, lowest emissions).

Mr. Alpert and Della Donahue, Weston & Sampson, discussed possible incentives from Mass Save and possible IRS tax credits discussed. They explained that these incentives would come to the Town after construction, requiring the Town to front the costs. It was explained that further analysis would be needed on reducing geothermal wells from 40 to 30. The Committee discussed voting on a preferred system in an upcoming meeting.

## **COMPARATIVE ANALYSIS OF DPW FACILITIES IN OTHER COMMUNITIES**

Mr. Jarboe discussed the current list of comparable communities and DPW building project costs. He indicated that he would like a different list created that focused on communities that were comparable from a population basis, total road miles, and scope of DPW operations. Weston & Sampson.

Mr. Comeau indicated Weston & Sampson are continuing through Design Development with the target of providing an updated cost estimate to the Town and DPWBC by April 11<sup>th</sup>. The Committee expressed the need to have updated costs in mid-March to allow the Town roughly a month's time to educate residents on updated project costs estimates in time for the April 29<sup>th</sup> election. Alternatively, the Committee and Weston & Sampson agreed that a target date of mid-March to receive updated cost estimates would have to be met but would include less possible design development than first hoped.

## **ADDITIONAL CONSIDERATIONS & NEXT STEPS**

Mr. Charter reviewed the next steps, which included further clarification on tax incentives and financing options for geothermal heating systems and other options; continued discussion regarding the need to communicate expected tax impact to residents; further updates from Weston & Sampson on total project cost breakdown; and indicated the next meeting will include a vote on HVAC system selection and further cost evaluation.

*Mr. Adam Nolde moved to adjourn at 9:05 pm; Mr. Jarboe seconded the motion; the Committee voted 8-0-0 in favor.*