

# DPW Facility Study Committee Charge

## Approved January 10, 2022

The Acton Select Board does hereby establish a DPW Facility Study Committee to evaluate options for the reconstruction or renovation of the DPW facilities located at 14 Forest Road including the Transfer Station. The Committee shall consider future operational and community needs as it relates to public works operations utilizing the feasibility study started in 2021. The committee will evaluate the feasibility, planning, design, service levels, and financial estimates for the design and construction of the DPW Facility building project.

The Committee shall consist of nine members:

- A member of the Select Board
- A member of the Finance Committee
- A member of the Green Advisory Board
- The Town Manager or designee
- The Public Works Director
- Four community members with experience in construction, energy-efficient design, engineering, architecture, finance, legal, real estate development, Public Works operations or other complementary skills.

It is anticipated that subject matters experts from within the organization will also participate in committee meetings including the following:

- Acton Finance Director
- Acton Public Facilities Superintendent
- DPW Operations Superintendent
- Sustainability Director
- Town Engineer

The Committee will host at least two public forums and provide periodic updates to the Select Board. The Committee shall consider options and make a written recommendation to the Select Board by October 2022. The committee will be available for consultation and follow up questions until December 31, 2022, at which point it shall be dissolved.