Board of Selectmen
Minutes of September 24, 2012
Bourne Community Building
Bourne, MA 02532

TA Guerino

John Ford, Chairman
Don Pickard, Vice-Chairman
Peter Meier, Clerk
Earl Baldwin (excused)
Linda Zuern

Members of the Press: Diana Barth, Bourne Enterprise; Paul Gately, Bourne Courier

Guests: Town Counsel Bob Troy; Town Clerk Barry Johnson; and Ms. Nancy Sundman acting as Notary, for execution of Restrictions and signing of Purchase and Sale Agreements.

List of documents

- Town of Bourne New Public Works Facility presentation dated 9/19/12 – 22 pages

Meeting called to order
6:05 pm by Chm. Ford

Note this meeting is being televised and recorded. If anyone in the audience is recording or video-taping, they need to acknowledge such at this time.

Approval and signing of Conservation Restrictions on
Before signing each document, Atty. Troy asked Selectmen to raise their hands as they were sworn into oath as acknowledged acting on their own free act and deed for each document before Ms. Nancy Sundman, acting as Notary.

Approval and signing of Purchase and Sale Agreements on all Interdepartmental Advisory Form
Under advisement from Town Counsel, Pickard recused himself from signing the Lyons property documents.

Before signing each document, Atty. Troy asked Selectmen to raise their hands as they were sworn into oath as acknowledged acting on their own free act and deed for each document before Ms. Nancy Sundman, acting as Notary.

6:30 pm – Enter into Joint Session with Finance Committee, Capital Outlay Committee, DPW Building Committee

Members of the Finance Committee (Bill Grant and Jeff Perry excused), the Capital Outlay and DPW Facility Building Committee present.

Introduction by Stanley Andrews, Chm. of DPW Building Committee.

John Redman – brief background of members of the DWP Building Committee. Established in 2011, had 22 meetings. 6 DPW facilities on and off Cape and develop best practices on the development. Bourne DPW is unique. DPW was built in 1967 and comprises of 20,000 SF now occupying 7,500 SF. Presentation is a team effort with other town departments to make proposal a reality and saving tax payers money.

Presentation by Public Works Committee – Jeff Alberti of Weston & Sampson

Purpose of the presentation is to show the project history, DPW was constructed in 1967, initial feasibility completed in 2008 with feasibility study updated 2012.

DPW for the community. One of the town's (4) emergency services, maintenance and repair of some of the town's most vital infrastructures, including being on-call 24 hours a day to handle unexpected problems and emergencies.

Does a lot more than most communities. Managing collection of solid waste and recyclables, maintaining all town vehicles, maintaining beaches and shore line.

New facility needed. In 1967, current facility was built. Town needs a public works facility as department responsibilities increased along with number of vehicles, and pieces of equipment.

Due to lack of space, staff is forced to work out of temporary trailers. Temporary facilities are not designed with public works and emergency response operations in mind. There are only 1 ½ vehicle maintenance bays for 4 mechanics to maintain entire town fleet, undersized vehicle maintenance support space, vehicle/equipment storage areas are inefficient for just non-existent.

Need trucks outside. Improve employee safety, public safety, provide efficient and cost effective operations, extend useful life of equipment, stormwater pollution control, noise & air pollution control.

Need vehicles and equipment inside. Employee safety, public safety, efficient & cost effective operations, protective of equipment, stormwater pollution control, noise & air.

Facility needs to be moved to a new site. Existing facility is located in Phase 6 of ISWM facility. Airspace has potential value of $23M in total future revenue. By 2015, Bourne will begin

accepting contractual peak allotment of ash from the Covanta/SEMASS facility as a future revenue stream for the town.

Proposed:
Programming process. Interviewed DPW staff, compared interview data to industry standards, prepared programming sketches for each operating area.

Space needs assessment. Program includes consolidation of sewer operations, engineering and the new facilities maintenance operations. This includes administration, employee facilities, DPW operations and shops, vehicle & equipment storage, vehicle maintenance and wash bay.

Conceptual building and site alternatives were shown through pictures and drawings.

Project costs – Mr. Don Ahearn
Project cost summary:

- Building -$5,253,370
- Industrial support equipment/fueling - $730,000
- Site development costs - $2,655,342
- Design contingencies - $345,548

Subtotal Construction of $8,984,260 ($244/SF)
Soft Costs & Const. Contingencies - $2,096,538

TOTAL COST $11,080,798

How will town finance project.

- $1M – savings for site work completed by DPW & ISWM
- $1M – from ISWM retained earnings
- $750,000 – Stabilization
- $500,000 – Free Cash
- $500,000 – Capital Reserve
- $1M – ISWM financing
- Remaining cost as Debt Exclusion of $6,330,798

Summary of Mandated costs – Mr. Alberti, Weston & Sampson

- Administrative costs (Chapter 149 Filed sub-bids, owner's project manager)
- Prevailing wage rates
- Industrial Equipment and Fueling Systems
- Site work/Environmental
- HVAC/Fire Protection/Electrical Systems

Why the town shouldn't wait.

- Ability to provide efficient services to the community will be impacted
- Lose out on future revenue at the ISWM operation
- Employee safety within this substandard building will continue to be a major concern
- Life expectancy of the multimillion dollar fleet will continue to be reduced at an accelerated rate
- DPW staff will continue to work out of substandard conditions
- Town will lose out on the chance to fund this project when borrowing costs and construction costs are at historic lows.

Discussion
Pickard – asked what the impact of tax rate - $37.16/$330,000 for the first year.

Zuern – asked if the $37.16 per household more than paying now or will it even off as debt goes down from other facilities. Ms. Marzelli said this will be added to the levy and will be on top of what people pay. This doesn't have the same impact as the Middle School.

Ford – this is a debt exclusion and will be outside the budget. The money the town would be saving will be used for keeping the buildings the town already has and for buying equipment. Ms. Marzelli said you want to keep debt at a service level.

Pickard – recognizing what was suggested as being necessary, but asked if it possible to build a 3-sided barn to reduce a couple million dollars off the proposal. Mr. Ahearn said $1.9M is for vehicle storage which averages out to $80/SF. The building will be kept at 45 degrees and there is currently approximately $10M of equipment in DPW, plus a couple of million dollars in investment is something to consider to protect the life.

Ripley – interest rates in construction costs are at an all-time low and the time to take advantage is now. Financing is the major cost. Ms. Marzelli said 3% was used as today's rate variable.

J. Ford – feels trucks need to be inside and feels the price is right for what the DPW does for the town. He is not for overrides, but feels this is important.

Mastrangelo – asked the difference between pre-engineered and modular construction. Mr. Alberti said modular is defined as a building shipped to site, installed within the building and shipped out – basically a shell. This DPW facility doesn't qualify.

J. Ford – asked about furnishings. Mr. Alberti said with regard to soft costs, industrial equipment design is specialty equipment.

Mastrangelo – questioned any cost savings for an architectural pre-engineered building. Mr. Alberti said the rest of the designs inside the building are mandated and will see cost savings on that end. Some soft costs will go down.

Mastrangelo – seemed unusual for a budget to be the same for a pre-fabricated building. If lower, how much lower would it go? Mr. Alberti said he doesn't anticipate it will; typically all savings are identified to reduce soft costs.

Member of the Capital Outlay Committee discussed analysis for costs of operation costs and asked if it will be likely higher as there is more square footage. Mr. Alberti said although operating costs are higher, cost per foot will be at a low cost. With respect to vehicle washing, it shows a separate building which includes manual labor system, minimally heated, higher ventilated rate for moisture. Why put in separate building? Mr. Alberti said there is more cost as it becomes corrosive environment (ventilate a smaller volume). Mr. Alberti further went on to say there is a separate wall for more flexibility.

Meier – is in favor of this project as some projects are in a higher range. He feels it is the board's job to sell this project to the public.

Pickard – raised issue with Weston & Sampson bidding on engineering functions. Mr. Alberti clarified it would be design only, not construction. Pickard is in favor of the project and wants to sell to the public. He would like to see public forums between now and town meeting.

Mr. Redman – as far as selling to the public, education is the next. ISWM can come in and assist with the project. He encourages any residents to look at the facility now. He hopes the board embraces the project; forums and brochures are planned.

Pickard – concurs with public outreach as time is limited.

TA Guerino – this committee has been putting together presentation for several months and has met their deadline and would like to personally thank them. Phase 6 and the future Covanta contract is a $23M direct to the town. ISWM has brought into the town between $14M - $18M; $41M into operations to this community. ISWM has paid for this facility several times over and will almost pay 60% of this project. Tremendous work has been done by ISWM and they have performed a financial obligation. ISWM is being more than fair. Moving forward, he asked and Mr. Alberti concurred, this is the most cost effective and energy efficient building.

Mastrangelo – if you compare the cost of what other towns have paid for and what they have received for it, Bourne is getting more for their money.

Zuern – commented on the pavement around the building, and the wear and tear. Mr. Alberti said the goal is to only pave areas where vehicles turn around and will try to reduce costs.

Zuern suggested an open house at the landfill inviting people to take a tour and to explain how it will affect the town.

Meier – where taking $750,000 from stability and $550,000 from free cash, one option is to take more money from one account for the purpose of taking impacts from the tax payers. TA Guerino said as look down the road and at other capital expenses, the town wants to keep the reserve pieces for good bond ratings. Keep reserves at a level to protect the town and provide stability towards more capital projects and/or repairs on facilities.

Mr. Paul Gately – asked when the article will be on the warrant for board review and signature. TA Guerino said he anticipates the board to sign the warrant on 10/9/12 and posted by 10/14/12.

M. Ford – FinCom will have to review articles and will wait for final warrant.

TA Guerino – boards/committees can give a consensus as to where they are.

M. Ford – the town needs a new facility. The town is in a fortunate position where ISWM can finance a portion, recognizing they are not a private enterprise and is incumbent upon the town. She is in favor of the project. FinCom will discuss at their 10/15/12 meeting and commented on being constrained by a holiday and not having a warrant at that time.

Mr. James Mulvey – asked if the funds can be brought back up if used for this project.

TA Guerino – the town has been building reserves for the past 7 years for the purpose to take capital expenses as they come forward. Worked hard through selectmen policies and the Finance departments to bring the numbers back up. By having $500,000 and $750,000, Free Cash will be fairly stable and should be in fair close proximity to current levels and not have to scramble to build up. The reserves will come up as the town does its current budgetary systems. It is important to stay judicious and conservative.

Pickard – with regard to ISWM responses to the 3 RFPs, they are going to negotiations shortly and it is possible to reduce some expenses through ISWM and generating land uses.

Mastragelo – Capital Outlay will meet this Thursday with the DPW Building Facilities Committee and will probably take their final vote.

DeCicco – is in support of the project and asked if there is any town-owned land to use. Mr. Redman said they have looked at some town-owned land (car dealerships), however it is a lot cheaper to use the property it has now.

TA Guerino – while the town currently has vacant commercial land, we don't want to take what little commercial land we have; keep economical developable land value.

No further board/committee comments. No further public comment.

Stanley Andrews – the next step would be to bring presentation forward to educate the public.

J. Ford – the town needs a forum to answer questions the public. Mr. Andrews said the committee would be in favor of holding several meetings.

Pickard – suggested using photographs of current vehicles and equipment, including working garage picture for the forums. He doesn't suggest using Weston & Sampson for educating. Mr. Redman said the DPW Building Committee can educate.

Mr. Ahearn – the Building Committee has discussed some ideas brought forth tonight, including educating on cable TV.

Gary Malone – asked if this project is still a top priority for the town. Pickard said a building study that was done for the town which identified buildings as priorities. The Selectmen and Capital Outlay Committee prioritized these buildings. Mr. Malone asked about conditions for employees now in the current building and asked about the dirt areas that won't be paved and what can we expect the noise levels to be. Also, if the new ISWM tipping fees are to be regarded, why not go after already authorized meal tax money ($200,000/year).

Pickard – host community fee costs are what it costs to put a ton into the ground. Beyond that, the host fee goes toward post closure. The prior Selectmen board voted to not raise room/meal taxes for the business communities.

Mr. Redman – ISWM has prioritized their activities and are plenty of things to do to keep the landfill operational.

TA Guerino – with regard to the meals tax, he would like to keep Bourne on a little competitive edge as possible.

M. Ford – FinCom meets 10/15/12.

Adjournment
Pickard MOVED and SECONDED by Meier to adjourn. Meeting adjourned at 8:12 pm.

Respectfully submitted - Lisa Groezinger, sec.