

NORTHBRIDGE BUILDING, PLANNING and CONSTRUCTION COMMITTEE

Northbridge Town Hall

7 Main Street

Whitinsville, MA 01588

January 31, 2024

Meeting is on Zoom

Open Meeting

PRESENT: BPCC Chairman Michael Beaudoin, BPCC Member Brian Paulhus, BPCC Member Warren Fairbanks, BPCC Member John Gifford, BPCC Member Chris Thompson, Town Manager Adam Gaudette, Jamie Luchini DPW Director, Joe Zayonc Town Resident

1. **Call Meeting to Order:** Chairman Beaudoin call the Meeting to Order at 6:32 pm.
2. **5 Year Capital Plan Update:**
 - a. The Town Manager shared a copy of the five-year capital plan with the BPCC. The plan is for the fiscal years 2025-2029. The Manager explained that the submission of the capital plan is a requirement of the Charter. The plan will also be shared with the Selectmen and Finance Committee. The plan will be funded through free cash, building maintenance funds, Pine Grove Cemetery Funds, and Water/Sewer Enterprise funds. The total request for fiscal year 2025 is \$4,023,599.23. The Manager highlighted some of the various requests such as a match for a library grant, converting the Rockdale fire station to a parking lot, possible office space at the DPW facility.
 - b. The Manager asked the DPW Director to discuss his request for office space and additional space at the DPW facility. The Manager shared a letter which detailed the DPW Director's request to purchase or lease an office trailer for the DPW facility. When the DPW facility was being constructed two bays were eliminated from the plan and now the DPW Director is unable to keep all his equipment in the facility. Also, the staff is using space for a breakroom which limits the amount of equipment that can be stored in the building. He stated that the current office space does not meet ADA requirements. A new office trailer could meet the ADA

requirements and the old office space could be renovated for use by the staff.

- c. The Manager and the DPW Director discussed other capital requests on the plan. There are plans to repave roads, repair guardrails, and take the underground gasoline tank out of the ground at the Police Department and put a new above ground tank at the new Fire Station location among many other things. The DPW Director also has a request for some equipment including mowers and a trackless sidewalk tractor with attachments and sewer plant upgrades including a complete retrofit of the UV system totaling \$2.7 million. Also, the water system needs some new water mains.

A motion was made by Chairman Beaudoin and seconded by Warren Fairbanks to approve the five-year Capital Plan as submitted. The motion passed 5-0.

3. Approval of Meeting Minutes- January 23, 2024

No action taken on this issue.

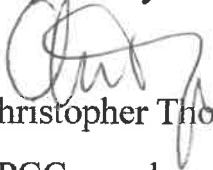
4. New Business

No action taken on this issue.

5. Adjournment:

A motion was made by Chairman Beaudoin and seconded by Chris Thompson to adjourn the meeting at 7:15 pm. The motion carried 5-0.

Respectfully submitted,


Christopher Thompson
BPCC member

**NORTHBRIDGE BUILDING, PLANNING and
CONSTRUCTION COMMITTEE**

*Northbridge Town Hall
7 Main Street
Whitinsville, MA 01588*



Wednesday, January 31, 2024 @ 6:00 P.M

The public is invited to attend/join this meeting from your computer, phone or tablet.

Join Zoom Meeting

<https://us02web.zoom.us/j/87072032689?pwd=a1BMdzRxaHlS1dJOS93MVdVTXNoZz09>

Meeting ID: 870 7203 2689

Passcode: 305794

Dial by phone: 1 646 558 8656

Please mute your microphone unless you are speaking or want to speak. Inappropriate comments and/or disruptive behavior will result in immediate dismissal.

1. **Call Meeting to Order:** Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order concerning imposition on strict limitations on the number of people that may gather in one place, meetings of the Northbridge Building, Planning and Construction Committee will be conducted via remote participation to the greatest extent possible. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order.
2. 5-Year Capital Plan Update
3. Approval of Meeting Minutes – January 23, 2024
4. New Business
5. Adjournment



Town of Northbridge

Five Year Capital Plan 2025 - 2029

SUMMARY SHEET 1.25.2024 (DRAFT)

Description	2025	2026	2027	2028	2029
Facilities Construction Projects	\$ 200,000.00	\$ 750,000.00	\$ 75,000.00	\$ -	\$ -
Facilities Maintenance Projects	\$ 1,037,286.00	\$ 1,394,146.00	\$ 922,200.00	\$ 2,007,200.00	\$ 612,200.00
Capital Equipment	\$ 918,100.00	\$ 1,137,500.00	\$ 1,385,000.00	\$ 941,000.00	\$ 920,000.00
Sewer Enterprise Fund	\$ 1,608,213.23	\$ 2,380,000.00	\$ 950,000.00	\$ 810,000.00	\$ 2,350,000.00
Water Enterprise Fund	\$260,000	\$2,500,000	\$272,850	\$1,995,700	\$537,910
GRAND TOTAL	\$ 4,023,599.23	\$ 8,161,646.00	\$ 3,605,050.00	\$ 5,753,900.00	\$ 4,420,110.00

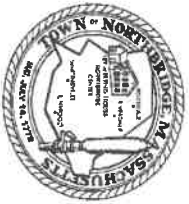


Town of Northbridge

Five Year Capital Plan 2025 - 2029

Facilities Construction Projects

Department: School Department	Status	2025	2026	2027	2028	2029
Department Subtotal		\$ -	\$ -	\$ -	\$ -	\$ -
Department:	Status	2025	2026	2027	2028	2029
DPW Office Trailer			\$ 250,000.00			
DPW Facility Upgrades				\$ 75,000.00		
Library MBLC Construction Grant Match		\$ 150,000.00				
Other: Former Rockdale Fire Station - Parking Lot (Design 1st year, Construct Year 2)		\$ 50,000.00	\$ 500,000.00			
Department Subtotal		\$ 200,000.00	\$ 750,000.00	\$ 75,000.00	\$ -	\$ -
Grand Total Facilities Construction		\$ 200,000.00	\$ 750,000.00	\$ 75,000.00	\$ -	\$ -



Town of Northbridge

Five Year Capital Plan 2025 - 2029

Facilities Maintenance, Repairs and Upgrades

Department: School Department	Notes:	2025	2026	2027	2028	2029
ADMINISTRATION BUILDING						
Replace Storm Windows and Screens					\$ 68,200.00	
Repair Front Stone Wall					\$ 30,000.00	\$ 47,250.00
Heating/Cooling Efficiency - Minisplits/VR Units						
Repace Driveway and Parking Lot						\$ 39,950.00
NORTHBIDGE ELEMENTARY SCHOOL						
MIDDLE SCHOOL						
Abate Asbestos in Designated Areas for Compliance			\$ 50,000.00	\$ 245,000.00	\$ 25,000.00	\$ 25,000.00
Auditorium Renovation			\$ 500,000.00			
Auditorium ADA Lift		\$ 7,000.00				
Air Conditioning Computer Labs					\$ 150,000.00	
Window Replacement					\$ 1,200,000.00	
Door/Door Frame Replacement (Cost and Year TBD)						
Loading Dock Lift Replacement		\$ 22,000.00				
Repace Center And Loading Dock Parking Lots				\$ 75,000.00		
Rekey Classroom Lock Mechanisms			\$ 17,924.00			
Bathroom Renovations		\$ 200,000.00	\$ 100,000.00			
Wireless Accesspoints Update		\$ 21,643.00				
Replace Classroom Furniture (Two Classrooms Per Year)			\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
Painting (Refer To Paint Plan For Locations)			\$ 15,000.00	\$ 25,000.00	\$ 15,000.00	\$ 25,000.00
HIGH SCHOOL						
Painting (Refer To Paint Plan For Locations)			\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Rekey Interior Door Locks			\$ 6,722.00			
Sandblast and Paint Oil Tank (Cost and Year TBD)						
Update Building Management System			\$ 15,000.00			
Repair/Replace Fieldhouse Track (Cost and Year TBD)						
Wireless Accesspoints Update		\$ 21,643.00				
Repair Work to HS Upper Fields			\$ 40,000.00			
LASELL FIELD						

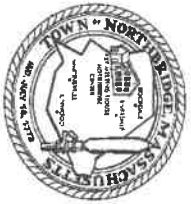


Town of Northbridge

Five Year Capital Plan 2025 - 2029

Facilities Maintenance, Repairs and Upgrades

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Town of Northbridge

Five Year Capital Plan 2025 - 2029

Facilities Maintenance, Repairs and Upgrades

Roof Repairs									\$ 50,000.00
COUNCIL ON AGING (COA)									
COA Perimeter Fencing			\$ 40,000.00						
Misc. Interior Painting				\$ 30,000.00					
Misc. Exterior Painting					\$ 45,000.00				
Exterior ADA Door						\$ 22,000.00			
Roof Repairs								\$ 50,000.00	
LIBRARY									
ADA Exterior Door (Have \$8,000)			\$ 12,000.00						
Repair Walkway			\$ 25,000.00						
Library Exterior Painting				\$ 65,000.00					
Library Interior Painting					\$ 65,000.00				
Library Parking Lot Reclamation/Paving						\$ 55,000.00			
Library Exterior Fencing								\$ 68,000.00	
POLICE STATION									
UST Removal (Have \$50,000)			\$ 10,000.00						
Police/Fire/DPW Gas Pump Replacement (have \$195,100)			\$ 69,000.00						
Police Station Pavement Resurfacing				\$ 85,000.00					
Police Station Ceiling Tile Replacement					\$ 35,000.00				
Misc. Interior Painting						\$ 45,000.00			
Misc. Exterior Painting								\$ 25,000.00	
Department Subtotal			\$ 242,000.00	\$ 225,000.00	\$ 175,000.00	\$ 207,000.00	\$ 193,000.00		
Grand Total Facilities Maintenance			\$ 1,037,286.00	\$ 1,394,146.00	\$ 922,200.00	\$ 2,007,200.00	\$ 612,200.00		



Town of Northbridge

Five Year Capital Plan 2025 - 2029

Capital Equipment

Department: School Department		Notes:	2025	2026	2027	2028	2029
Out of District Van replacement				\$ 24,500.00			
Department Subtotal			\$ -	\$ 24,500.00	\$ -	\$ -	\$ -
Department: Public Works		Notes:	2025	2026	2027	2028	2029
Pine Grove - Lawn Tractors			\$ 25,000.00				\$ 25,000.00
Leaf Vacuum			\$ 60,000.00				
Trackless Sidewalk Tracker With:snowblower, snow plow, boom flail mower			\$ 225,000.00		\$230,000.00		
F-250 Pickup Truck w/Plow				\$ 43,000.00			
Loader Snowblower				\$120,000.00			
Heavy Duty Dump w/Sander and Plow*				\$ 230,000.00		\$230,000.00	
Chipper					\$ 55,000.00		
Zero Turn Lawn Mower						\$40,000.00	
Hook and Load Catchbasin Cleaner						\$221,000.00	
1 Ton Dump Truck w/Plow (F-550)							\$ 115,000.00
Sidewalk Bombadier							\$180,000.00
Department Subtotal			\$ 310,000.00	\$ 393,000.00	\$ 285,000.00	\$ 491,000.00	\$ 320,000.00
Department: Police Department		Notes:	2025	2026	2027	2028	2029
Purchase 23 Department Tasers			\$ 105,600.00				
Purchase Department Cruiser Rifles				\$ 120,000.00			
Department Subtotal			\$ 105,600.00	\$ 120,000.00	\$ -	\$ -	\$ -
Department: Playground & Rec Department		Notes:	2025	2026	2027	2028	2029
Skate Park - Update Equipment - Purchase & Install			\$ 25,000.00				
Skate Park - Town Mural and Legal Graffiti Walls			\$ 7,500.00				
Tot Lot Renovations				\$ 400,000.00			
Tennis Courts Installation					\$ 500,000.00		
Department Subtotal			\$ 32,500.00	\$ 400,000.00	\$ 500,000.00	\$ -	\$ -
Department: Fire Department/Ambulance		Notes:	2025	2026	2027	2028	2029
Upgrade Public Safety Radio System			\$ 1,000,000.00				



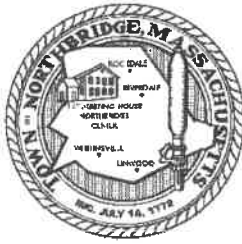
Town of Northbridge

Five Year Capital Plan 2025 - 2029

Enterprise Funds

Department: DPW Sewer Division	Notes:	2025	2026	2027	2028	2029
SCADA Upgrades (to be combined with \$200,830 previous)		\$ 350,000.00				
Complete Retrofit of the UV System (have \$191,786.77)		\$ 1,258,213.23	\$ 1,450,000.00			
Infiltration & Inflow (I&I) Program (Annual Plan Allotments)			\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00
Treatment Plant upgrades per 2023 CIP			\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00
Replace Vactor/Jet Truck			\$ 580,000.00			
Replace S-2 / Utility Vehicle				\$ 100,000.00		
PFAS Treatment				\$ 500,000.00		
Replace the Primary Logie Controller (PLC) Computer System					\$ 100,000.00	
Industrial Limit Treatment - Metals (Placeholder)					\$ 360,000.00	
Placeholder for EPA Permit Upgrades (\$2MM)						\$ 2,000,000.00
Department Subtotal	\$ -	\$ 1,608,213.23	\$ 2,380,000.00	\$ 950,000.00	\$ 810,000.00	\$ 2,350,000.00

Department: DPW Water Division	Notes:	2025	2026	2027	2028	2029
Replace 9 Fire Hydrants		\$ 60,000.00				
Church Ave Water Main Replacement (see CDBG project)		\$ 200,000.00				
Providence Rd. 12-inch Water Main (Linwood Ave. to Existing 10-inch)			\$ 2,500,000.00			
Linwood Ave. 12-inch Water Main				\$ 162,360.00		
Maple Court 8-inch Water Main				\$ 110,490.00		
Court St. 8-inch Water Main					\$ 159,900.00	
Providence Rd. 12-inch Water Main (Church St. to Riverdale St.)					\$ 1,835,800.00	
Edgemere Ave. 8-inch Water Main						\$ 190,650.00
Laura Lane 8-inch Water Main						\$ 165,100.00
Providence Rd. 12-inch Water Main (Elston Ave-Beans Ln.)						\$ 182,160.00
Department Subtotal		\$ 260,000.00	\$ 2,500,000.00	\$ 272,850.00	\$ 1,995,700.00	\$ 537,910.00
Grand Total Enterprise Fund		\$ 1,868,213.23	\$ 4,880,000.00	\$ 1,222,850.00	\$ 2,805,700.00	\$ 2,887,910.00



Town of Northbridge

Department of Public Works

11 Fletcher Street, P.O. Box 88

Whitinsville, Massachusetts 01588-0088

Tel. No. (508) 234-3581 – Email Jluchini@northbridgemass.org

Jamie Luchini
Director of Public Works

MEMORANDUM

Date: January 30, 2024

RE: DPW Office Trailer

To: Adam Gaudette
Town Manager

Adam,

This summary is in reference to my \$250,000 capital request, for fiscal year 2026, in mt 2025 – 2029 capital plan. To put it quite simply, we have run out of room. I acknowledge the addition of our six-garage bay, storage building and garage, was a major upgrade on our site. However, our original request, per the feasibility study, called for a building with 2 additional bays. One bay was for more vehicle storage and the other to be modified into an office area and worker locker room, kitchen area. Sadly, these additional bays were removed from the final design.

Here we are today. Thankfully Town Meeting keeps funding our fleet and equipment upgrades and with the purchase of our second hot box asphalt trailer, we no longer can fit everything under our roof. Even more importantly, the DPW crew is still eating in a garage bay with no drainage and still no laydown/shower area. This is not fair for a crew that sometimes can be here upwards of 40 straight hours. Another issue arose with the Town's ADA study, completed last year. Our current office does not meet ADA standards for an office open to the public.

I believe my plan of purchasing a 60-foot by 20-foot office trailer will be able to accommodate some of what the original feasibility study recommended. We reached out to a couple of local office trailer companies and received two quotes:

1. 5-year rental, with installation and removal: \$245,657.61
2. Purchase, with installation: \$203,706.00

As you can see, I favor the purchase price over the rental price. We have identified a location for this trailer, directly abutting the new parking area with a handicap designated parking space. This location is ideal because it is also adjacent to where the electrical feed, cable feed, water line and sewer tank currently are located, that supply our current office. The new office trailer will also comply with current ADA regulations. This will move us out of our

current office and allow it to be utilized as a locker room, break room, and bathroom for the DPW staff. Additionally, it will free up a garage bay that will be used to store equipment that we now have outside. Please let me know if you would like to discuss this plan in greater detail.

Very truly yours,
Jamie Luchini