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. <u>Call Meeting to Order</u>: 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 Beaudion and seconded by Waren 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=a1BMdzRxajhIS1djOS93MVdVTXNoZz09

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	€0	200,000.00	69	750,000.00	49	75,000.00	43	· ·	69	
Facilities Maintenance Projects	₩	1,037,286.00	49	1,394,146.00	49	922,200.00	69	2,007,200.00	69	612,200.00
Capital Equipment	₩	918,100.00	↔	1,137,500.00	49	1,385,000.00	€Э	941,000.00	S	920,000.00
Sewer Enterprise Fund	↔	1,608,213.23	↔	2,380,000.00	69	950,000.00	ধ্য	810,000.00	မာ	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	8,161,646.00	49	3,605,050.00	€9	5,753,900.00 \$	49	4,420,110.00
					I					



Town of Northbridge

Five Year Capital Plan 2025 - 2029

Facilities Construction Projects

1	-	\$ 75,000.00 \$	750,000.00	\$ 200,000.00 \$		Grand Total Facilities Construction
1	-	\$ 75,000.00	\$ 750,000.00	\$ 200,000.00		Department Subtotal
						(Design 1st year, Construct Year 2)
			\$ 500,000.00	\$ 50,000.00		Other: Former Rockdale Fire Station - Parking Lot
				\$ 150,000.00		Library MBLC Construction Grant Match
		\$ 75,000.00				DPW Facility Upgrades
			\$ 250,000.00			DPW Office Trailer
2029	2028	2027	2026	2025	Status	Department:
		49	1	49		Department Subtotal
2029	2028	2027	2026	2025	Status	Department: School Department



Facilities Maintenance, Repairs and Upgrades

							1		1		LASELL FIELD
									100		
						40,000.00	€9				Repair Work to HS Upper Fields
								21,643.00	49		Wireless Accesspoints Update
											Repair/Replace Fieldhouse Track (Cost and Year TBD)
						15,000.00	49				Update Building Management System
											Sandblast and Paint Oil Tank (Cost and Year TBD)
						6,722.00	€9				Rekey Interior Door Locks
15,000.00	69	15,000.00	69	15,000.00	es	15,000.00	€9				Painting (Refer To Paint Plan For Locations)
							П				HIGH SCHOOL
20,000.	•	10,000.00	•	10,000.00							
25,000,00	5 9	15.000.00	69	25.000.00	69	15,000.00	69		1		Painting (Refer To Paint Plan For Locations)
12,000.00	49	12,000.00	€9	12,000.00	€9	12,000.00	49				Replace Classroom Furniture (Two Classrooms Per Year)
								21,643.00	69		Wireless Accesspoints Update
						100,000.00	€9	200,000.00	€9		Bathroom Renovations
						17,924.00	€9				Rekey Classroom Lock Mechanisms
				75,000.00	÷						Repave Center And Loading Dock Parking Lots
								22,000.00	49		Loading Dock Lift Replacement
											Door/Door Frame Replacement (Cost and Year TBD)
		1,200,000.00	€9								Window Replacement
		150,000.00	69								Air Conditioning Computer Labs
								7,000.00	49		Auditorium ADA Lift
						500,000.00	49				Auditorium Renovation
25,000.00	69	25,000.00	69	245,000.00	69	50,000.00	↔				Abate Asbestos in Designated Areas for Compliance
			П				\exists				MIDDLE SCHOOL
A STATE OF THE PERSON NAMED IN		311									
	1						1		1		
									1		NORTHBRIDGE ELEMENTARY SCHOOL
39,950.00	6										
30 050	P		1				1		1		Repaye Driveway and Parking Lot
	1	30.000.00	63		1						Heating/Cooling Efficiency - Minisplits/VR Units
47.250.00	8										Repair Front Stone Wall
	1	68,200.00	49								Replace Storm Windows and Screens
									1		ADMINISTRATION BUILDING
NO PO		1000									
2029		2028		2027		2026		2025		Notes:	Department:School Department



Facilities Maintenance, Repairs and Upgrades

		85,000.00	49						-		External Building Brick Pointing and Repair
				30,000.00	49						Misc. Interior Painting
						45,000.00	€9				Paint Stairwell
							20,000.00	20,0	€9		Parking Lot Reclamation & Repaving (Have \$35K)
							8,000.00	8,0	€9		Exterior ADA Door, ground floor (Have \$12,000)
							33,000.00	33,0	€9		Interior ADA Door, ground floor
									H		TOWN HALL
							25,000.00	25,0	€9		Green Communities Match
	1										OTHER
2029		2028	80	2027		2026		2025		Notes:	Department: Municipal Buildings
255,000.00	49	285,000.00	49	350,000.00	49	295,000.00	523,000.00 \$	523,0	69		Department Subtotal
		30,000.00	cs						-		Removal of Brush at the WWTP
				95,000.00	€9						Guardrail Installation/Replacement - School Street
						40,000.00	49		H		Guardrail Installation/Replacement - Upton Town Line/Allyn
							100,000.00	100,0	€9		Repaving of Church Ave. (CDBG Commitment)
							75,000.00	75,0	49		Repairs & Engineering: Upton Street
							50,000.00	50,0	€9		Envtl. Study: Sutton St @ Rt. 122/Sutton St. @ Gendron St.
							15,000.00	15,0	49		Guardrail Installation/Replacement - School Street - #1574
							9,000.00	9,6	× 49	Have \$61K	Guardrail Installation/Replacement - Quaker #1921 - #1833
							19,000.00	19,0	× 49	Have \$41K	Repaving of Riverdale Cemetery (have \$41,000 already)
20,000.00	49	20,000.00	€9	20,000.00	€9	20,000.00	20,000.00 \$	20,0	69		Pine Grove Cemetery Road Improvements (270 Tons/Yr)
10,000.00	49	10,000.00	€9	10,000.00	49	10,000.00	10,000.00 \$	10,0	49		Pine Grove Cemetery Tree/Stump Removal
200,000.00	69	200,000.00	69	200,000.00	49	N)	200,000.00 \$	200,0	€9		Pavement Maintenance Program
25,000.00	€9	25,000.00	€9	25,000.00	₩	25,000.00	25,000.00 \$	25,1	€9		Sidewalk Replacement Program
2029		2028		2027	A	2026		2025		Notes:	Department: Public Works
164,200.00	4	1,515,200.00	•	397,200.00	4	077,140.00	_	1			
464.000.00	•	4 545 200 00	A	307 300 00	2		272 286 00 \$	272	,		Department Subtotal
											Renovate Softball Infield
						02,300.00					Replace Backstop & Add Fencing on Softball Field
							A		\exists		Renovate Baseball Infield
			\Box						\dashv		Replace Backstop On Baseball Field
			\neg	25,200.00	69				\dashv		Pave Driveway And Parking Lot At Garage



Facilities Maintenance, Repairs and Upgrades

612,200.00	2,007,200.00 \$	49	922,200.00	\$	1,394,146.00	\$	\$ 1,037,286.00	Grand Total Facilities Maintenance	6
193,000.00	207,000.00 \$	49	175,000.00	45	225,000.00	\$	\$ 242,000.00	Department Subtotal	
				7		-			
25,000.00	€9							Painting	Misc. Exterior Painting
	45,000.00	69						Painting	Misc. Interior Painting
			35,000.00	69				Police Station Ceiling Tile Replacement	Police Station (
					85,000.00	€9		Police Station Pavement Resurfacing	Police Station F
						ŏ	\$ 69,000.00	Police/Fire/DPW Gas Pump Replacement (have \$195,100)	Police/Fire/DP\
						ŏ	\$ 10,000.00	UST Removal (Have \$50,000)	UST Removal
				\dashv		\dashv		IATION	POLICE STATION
				7		+			
68.000.00	6							or Fencing	Library Exterior Fencing
	55,000.00	69						Library Parking Lot Reclamation/Paving	Library Parking
			65,000.00	€9				r Painting	Library Interior Painting
					65,000.00	€9		or Painting	Library Exterior Painting
						ŏ	\$ 25,000.00	ay	Repair Walkway
						ŏ	\$ 12,000.00	ADA Exterior Door (Have \$8,000)	ADA Exterior D
				\dagger		+			LIBRARY
50,000.00	69			\dagger		+			Roof Repairs
	22,000.00	69		t		\vdash		Door	Exterior ADA Door
			45,000.00	69		-		Painting	Misc. Exterior Painting
					30,000.00	69		Painting	Misc. Interior Painting
						ŏ	\$ 40,000.00	er Fencing	COA Perimeter Fencing
				\dashv		\dashv		COUNCIL ON AGING (COA)	COUNCIL C
				1		1			
50,000.00	€9					- 1			Roof Repairs



Capital Equipment

						1,000,000.00	()		Upgrade Public Safety Radio System
2029	2028	2027		2026		2025		Notes:	Department: Fire Department/Ambulance
4		500,000.00 \$	49	400,000.00	44	32,500.00	49		Department Subtotal
		00,000.00	•				\vdash		
		500 000 00	P		T		1		Tennis Courts Installation
				400,000,00	43				Tot Lot Renovations
						7,500.00	(3		Skate Park - Town Mural and Legal Graffit Walls
						25,000.00	49		Skate Park - Update Equipment - Purchase & Install
2029	2028	2027		2026		2025		Notes:	Department: Playground & Rec Department
•	e e	2	40	120,000.00	40	105,600.00	50		Department Subtotal
				120,000.00	€9		+		Purchase Department Cruiser Rifles
						105,600.00	69		Purchase 23 Department Tasers
2029	2028	2027		2026		2025		Notes:	Department: Police Department
\$ 320,000.00	491,000.00	285,000.00 \$	49	393,000.00	49	310,000.00	49		Department Subtotal
\$180,000.00							+		Sidewalk Bombadier
\$ 115,000.00	4.5						-		1 Ton Dump Truck w/Plow (F-550)
	\$221,000.00								Hook and Load Catchbasin Cleaner
	\$40,000.00								Zero Tum Lawn Mower
		55,000.00	49				+		Chipper
	\$230,000.00			230,000.00	49				Heavy Duty Dump w/Sander and Plow*
				\$120,000.00	Г				Loader Snowblower
				43,000.00	€9				F-250 Pickup Truck w/Plow
		\$230,000.00				225,000.00	49		Trackless Sidewalk Tracker With:snowblower, snow plow, boom flail mower
						60,000.00	€9		Leaf Vacuum
\$ 25,000.00						25,000.00	49		Pine Grove - Lawn Tractors
2029	2028	2027		2026		2025		Notes:	Department: Public Works
40	F		49	24,500.00	40		40		Department Subtotal
				24,500.00	49		+		Out or District van replacement
2029	2028	2027		2026		2025		Notes:	Department: School Department



Capital Equipment

920,000.00	49	\$ 941,000.00 \$	1,385,000.00 \$	1,137,500.00 \$	918,100.00 \$	\$ 918,1		Grand Total Capital Equipment
	U	,	ı		\$ 00.000,02	\$ 20,0		Debai mient Subwia
	•			•	9			Donastmont Outlot
					20,000.00	\$ 20,0		Selectmen's Room - AV Equipment
2029		2028	2027	2026		2025	Notes:	Department: Town Hall
00.000,000		450,000.00	\$ 00.000,000	200,000,000	430,000.00	\$ \$0,0°		repaining unwicken
				+	_			Donathment Cubestal
600,000.00	4							Replace Engine 2
		\$ 450,000.00	44					Replace Ambulance 2
			600,000.00	69				Replace Engine 1
				200,000.00	\$9			Remount Chassis and Refurbish Ambulance 1
					450,000.00	\$ 450,0		Purchase New Ambulance



Town of Northbridge

Five Year Capital Plan 2025 - 2029

Enterprise Funds

810,000.00 \$ 2,350,000.00	810,000.00 \$	49	\$ 950,000.00 \$	64	2,380,000.00	49	1,608,213.23 \$	-	49	s listoran are participal s
				+		1		+	T	
2,000,000.00	49			\vdash		+				Placeholder for EPA Permit Upgrades (\$2MM)
	360,000.00	49		-		-				Industrial Limit Treatment - Metals (Placeholder)
	100,000.00	€		-					me	Replace the Primary Logie Controller (PLC) Computer System
			\$ 500,000.00	49		-				PFAS Treatment
			\$ 100,000.00	€9		-				Replace S-2 / Utility Vehicle
				Ó	\$ 580,000.00	₩		_		Replace Vactor/Jet Truck
\$ 200,000.00	200,000.00 \$	49	\$ 200,000.00 \$	ŏ #	\$ 200,000.00	49				Treatment Plant upgrades per 2023 CIP
150,000.00	150,000.00 \$	40	\$ 150,000.00	5	\$ 150,000.00	40				Infiltration & Inflow (I&I) Program (Annual Plan Allotments)
				Ó	1,450,000.00	\$	1,258,213.23	49		Complete Retrofit of the UV System (have \$191,786.77)
				H		Ç	\$ 350,000.00	€9		SCADA Upgrades (to be combined with \$200,830 previous)
2029	2028		2027		2026		2025	98:	Notes:	Department: DPW Sewer Division

1,222,850.00 \$ 2,805,700.00 \$ 2,887,910.00	5,700.00 \$	2,80	\$	1	Ę	1,868,213.23 \$ 4,880,000.00 \$	П	\$	Grand Total Enterprise Fund
537,910.00	1,995,700.00 \$	1,99	\$	\$ 272,850.00	-	\$ 2,500,000.00	260,000.00 \$	40	Department Subtotal
			_		-				
182,160.00	69				_				Providence Rd.12-inch Water Main (Elston Ave-Beans Ln.)
165,100.00	€9		-		-				Laura Lane 8-inch Water Main
190,650.00	49				-				Edgemere Ave. 8-inch Water Main
	1,835,800.00		49		_			Šť.)	Providence Rd. 12-inch Water Main (Church St. to Riverdale St.)
	159,900.00		49		-				Court St. 8-inch Water Main
			٥	\$ 110,490.00	40				Maple Court 8-inxh Water Main
			3	\$ 162,360.00	¢A.				Linwood Ave. 12-inch Water Main
					ŏ	\$ 2,500,000.00		10-inch)	Providence Rd. 12-inch Water Main (Linwood Ave. to Existing 10-inch)
					_		200,000.00	€9	Church Ave Water Main Replacement (see CDBG project)
					_		60,000.00	€9	Replace 9 Fire Hydrants
2029	2028	20		2027		2026	2025	Notes:	Department: DPW Water Division



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