Public Safety Building Committee Meeting
January 12, 2021
3:00 PM
Virtual meeting via Zoom

Attending: Joe Magnani, Steve Mitchell, Vin Alfano, Brett Walker, Keith Robie, Michael Herbert, Peter Chisholm, Jenn Ball

Guests: Jon Lemieux (Vertex) and Ashley Place

Joe Magnani opened the meeting. Joe asked if everyone had an opportunity to review the 12/29/20 meeting minutes. Steve Mitchell made a motion to accept the minutes with changes to the date. Vin Alfano seconded. This motion passed unanimously.

Joe Magnani asked Jon Lemieux, the Town’s OPM for the project, to provide an update on the reference checks and vetting of the lowest bidder. Jon Lemieux explained that he and Jenn had been working their way through the reference checks. The Laborer’s Union and Carpenter’s Union has reached out to the Town on a number of occasions to alert the Town that the apparent low bidder has several low DCAMM evaluation and may be decertified. Jon reported that he has reached out to DCAMM and they have not indicated that the low bidder will be decertified based on their past performance. Vertex has built four successful projects with the low bidder. Jon reported that he was still confident that the low bidder could build Ashland a high quality building. Jenn Ball had talked with the OPM for the current MassDOT District 3 project, Hopkinton Facilities Department, West Bridgerwater OPM – each of these references explained that there were some issues with sub trade contract and project timeline management. It was also clear that these projects had other issues such as issues with the architect’s drawings or town budgetary issues. Jenn Ball is continuing to work through the project list. Jon Lemieux and Vin Alfano spoke to the Medford Police Department who reported that they were pleased with the final building. The low bidder was the general contractor that built the Southborough Public Safety building last year – Jenn has called Mr. Purple to obtain their feedback on their recent experience with the contractor.

The Committee did express some concern about the low bidder and asked Jon Lemieux, Michael and Jenn to have a conversation with the low bid to ask about past performance and proposed project team.

The Committee then discussed the scheduled Public Forums. Ashley Place presented her thoughts for a slide presentation. She presented the 1-pager informational sheets that she drafted. She planned to use these has the outline for slides. The committee agreed that Michael, Jenn and Ashley should utilize the 1-pager to finalize a presentation. It was also agreed that Michael would present the information. The Committee also agreed to ask WACA to do some additional promotion for the forums to reach a broader audience. Ashley planned to send out a reminder via social media channels.

Steve Mitchell made a motion to adjourn. Vin Alfano seconded. This motion passed unanimously.
Materials review: Draft 1-pager Public Safety Reasons 1, Draft Reasons 2, Draft Public Forum presentation
Introductions

Project Management - The Vertex Companies, Inc.
• Jon Lemieux

Designer – HKT Architects, Inc.
• Janet Slemenda
• Amy Dunlap
Introductions – Public Safety Building Committee

- **Joe Magnani**, Select Board Member
- **Steve Mitchell**, Select Board Member
- **Michael Herbert**, Town Manager
- **Jennifer Ball**, Assistant Town Manager
- **Vincent Alfano**, Chief of the Police Department
- **Keith Robie**, Chief of the Fire Department
- **Paul Carpenter**, Director of Technology (ex-officio)
- **Brett Walker**, Community Member
- **Peter Chisolm**, Community Member
Timeline

A new public safety building has been a topic of conversation around town for nearly twenty years.

- **2002**: Memo from Police Chief
- **2008**: Land Feasibility Study
- **2014**: Town Manager, Schiavi reassembles PSB Committee
- **2018**: HKT Land Feasibility Study determined location, Vote for Design & Engineering Funding, Select Board signs gift agreement for property
- **2019 - 2021**: Selection of OPM, Architect, & Design & Engineering of building, Special Town Election & Special Town Meeting
Public Safety Building is a Necessity
New Facility Provides...

**Health, Safety, Wellness, and Space**
- Appropriate storage and decontamination for firefighter’s gear
- Creates a female officer locker room
- Provides a safe booking station for officers
- Creates space for officers and firefighters to safely and effectively exercise
- Eliminates potential safety hazards such as the copper roof at the current Police Station.
- Dependable generator systems
- Abundance of space for daily functions to include, admin. offices, training room, day room, locker rooms, storage.
- Provides private rooms to converse with witnesses, victims, residents, and staff

**Emergency Operations Center & Dispatch/Communications Operations**
- EOC allows for a coordinated response to large scaled events
- Emergency Generator Provision
- Updated radio and Communications Systems
- 911 Equipment Consoles
- Dispatch

**Addresses Community Concerns**
- Ashland Fire Department’s Response Time
  - Train Schedule
  - Equipment
- EOC provides the space for community training opportunities
New Public Safety Building is Sustainable
Public Safety Building Project

The selected Public Safety Building design utilizes energy systems with the lowest emissions.

Preliminary Energy Savings Analysis by Eversource shows an Annual Electrical Savings of 114,609 kWh, with an Energy Cost Savings of $26,816 compared to baseline systems.

Ground source (Geothermal) heat pumps

Solar ready building

Electric vehicle charging stations

Additional Key Features
- LED Lighting & Dark Sky Compliant Lights
- Green Roofs- rain garden
- Green Vehicle Parking Spots
- Drought Tolerant, Low Maintenance Landscaping
Public Safety Building Design Plan
FIRST FLOOR PLAN

- Main Public Entry with Lobby
- Dispatch, Records + Meeting Room all located off Lobby
- Elevator to Third Level Administration Areas
- Police Operations, Sally Port + Detention
- Fire Apparatus + Support Areas
SECOND FLOOR PLAN

- Police Support Areas including Locker Rooms
- Fire Living Quarters
- Portion of Mezzanine above Apparatus Bays dedicated to Fire Operations
- Other Portion reserved for Mechanical Electrical Systems
Public Safety Building Project

THIRD FLOOR PLAN

- Police Administration
- Fire Administration
- Both Areas accessed from Shared Elevator Lobby
Financial Information
## Public Safety Building Project

### Ashland Public Safety Building

#### Total Project Budget

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction (building and site)</td>
<td>$22,445,000</td>
<td>GC bid; traffic signal work</td>
</tr>
<tr>
<td>FFE - Technology - Communications</td>
<td>$1,600,000</td>
<td>FFE, IT, radios, dispatch, tower</td>
</tr>
<tr>
<td>Design</td>
<td>$2,559,880</td>
<td>Designer fees</td>
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<tr>
<td>OPM</td>
<td>$676,400</td>
<td>OPM fees</td>
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<tr>
<td>Other Administrative Costs</td>
<td>$800,000</td>
<td>Builder's Risk, commissioning, testing, utility fees</td>
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<tr>
<td>Contingency</td>
<td>$2,818,720</td>
<td>For hard and soft costs</td>
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<tr>
<td><strong>Total Project Budget</strong></td>
<td><strong>$30,900,000</strong></td>
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<tr>
<td>Less Prior Appropriation</td>
<td>$(3,500,000)</td>
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<tr>
<td><strong>2021 Town Meeting Request</strong></td>
<td><strong>$27,400,000</strong></td>
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Public Safety Building Project

BUILDING COST

- COVID has led to an extremely competitive bidding environment for municipal projects, evidenced by the fact that the low bid came in $7 million less than our last estimate.

- The resulting cost per square foot is lower than many other projects that our OPM has worked on.

- This is even after site work costs and more expensive sustainability features have been incorporated into the design.
ANNUAL BUDGET COST

- Total annual debt service for the project will be $1,379,683

- Normally, this would be financed entirely through a debt exclusion (meaning a tax increase over and above the levy limit).

- In order to reduce the tax burden for Ashland residents, we have found other parts of the budget that we are willing to cut in order to help pay for the project, including $250,000 in capital funding and $500,000 in department budgets.

- This reduces the required debt exclusion by a little more than half, or $629,683.
Estimated Average Single-Family Tax Increase For Debt Excluded Projects

- FY2020: $307
- FY2021: $298
- FY2022: $380
- FY2023: $401
- FY2024: $279
- FY2025: $539
- FY2026: $538
- FY2027: $539
- FY2028: $517

Legend:
- Previous Debt Projects
- Public Safety Project
- Mindess Project
Community Investment
- Ashland instituted new financial policies in FY14 and FY15 – also reduced fixed costs by making changes in employee health insurance and energy efficiency upgrades
- One of the goals of this restructuring was to free up money for more facilities and community development projects
- Chart does not show upgrades made through grant programs or through performance contract
Public Safety Building Project

Municipal Facilities Budget

- Ashland has steadily increased its facilities budget since 2017
- After departure of most recent Director, the decision was made to create separate facilities departments for both school and municipal buildings
Repurposing the Main Street Properties
Public Safety Building Project

Current Main Street Properties
Fire Station 1 - 151 Main Street
Police Station - 137 Main Street

Main Street properties provides new opportunities! We could have plans to revitalize these locations by Summer 2022!

Residents voiced examples for the downtown space including - Art Center, Restaurant, Mixed-Used Workplace & Housing.

If the Police Station on Main Street is demolished and turned into a parking lot, this would create 50 spots.

Norwood's Olde Colonial Café
Leased for $89,425 annually with 2.5% increase per year
The 1906 fire station became a functioning family restaurant in 1999 and continues operations today.

Photo and information by norwoodthenandnow.com

Amazing Things Art Center in Framingham
Leased for $90,000
The historic Hollis Street Firehouse was converted and leased to the nonprofit organization, ātac.

ātac houses performances, art exhibits, film screenings, classes, and more. In 2015, ātac created a partnership with Exhibit 'A' Brewing Company, launching a third gallery space.

Photo and information by atac160.org
Next Steps
5 Reasons for a New Public Safety Building

- Staff Safety - Including Booking Area, Copper Roof Hazard, Female Locker Room, Trailer, Parking Lot Main Entrance
- Insufficient Workspace for Staff & Customers
- Emergency Operations Center & Training Room
- Firing Range Availability

- Health and Wellness for Firefighters
- Insufficient Space
- Response
- Dispatch Operations
- Emergency Operations Center & Training Room

Learn more about this project visit
Facebook Page: facebook.com/ashlandpsb
Project Website: ashlandmass.com/756/Public-Safety-Building-Project
Email: PEBCommittee@ashland
5 Reasons for a New Public Safety Building

Health and Wellness for firefighters
Current studies are showing an increase in firefighter cancer rates. One major factor in this is the need to decontaminate toxic materials and fumes from our turnout gear after fires. This not only requires machines to clear the gear but areas to safely store the turnout gear so any gases are ventilated to the outside and not around the station.

Space
Both Stations lack needed space. They lack space in general storage, apparatus space, crew quarters, training room, and dispatch room. General storage has involved us renting a storage trailer for many years at Cedar St station for storing fire equipment and hoses. There are limited areas around the apparatus when parked in the station presenting safety issues when the apparatus is moving in and out. A few years back the town purchased a gear washer and dryer that had to be installed directly behind the engine in the garage because there were no other places to put it. Posts had to be installed to prevent the bumper from hitting the machines when backing in. There is also equipment stored outside and affected by the weather. The shelter trailer roof caved in after a snowstorm a few years ago and required to be replaced. A boat and brush apparatus are outside year-round and require being taken out of service during colder months. Earlier this year we had to call Hopkinton Fire for their boat to perform a recovery since our boat was winterized at the time. The Cedar St station has had many alterations to try to fit in office space and bunk rooms. When built the fire pole was removed because of lack of space on the bay floor and inability to protect it from getting hit by the apparatus.

Response
Currently, we operate out of two stations. Two firefighters are at Main St station covering the ambulance and engine with the remaining members at Cedar St station. Once Main St responds to a call the station is left empty. Main street responses can often be delayed by trains requiring them to go over the Fountain St bridge. The two stations are also compromised responses by available manpower and apparatus at each station and requires apparatus to pick up members at the opposite station during response or responding to the opposite station to get a specific piece of equipment such as an additional ambulance causing delays.

Dispatch operations
The new PSB will provide a more coordinated response to emergencies by Police and Fire. Currently, we operate two separate dispatch centers. This requires 911 callers to talk to a Police dispatcher and then be transferred to a re dispatcher if a fire or medical causing delays in dispatch. This would also help to improve communications between departments during an emergency such as an ambulance crew needing immediate assistance with an obstinate patient or a known hazard on a scene that both departments would need to know to prevent any injuries. Neither benefit would be the ability of dispatchers to assist each other during an emergency or crisis. Currently, there is no back up to this now. If the dispatcher is on a 911 call the second call has no one to answer it.

Emergency operations center and training room
The new facility will allow an appropriate Emergency Operations room and training room. Currently, the Ashland emergency operations center is located in the rented space used by the Police department at 91 Main St. It has limited space to efficiently operate as a true emergency operations center and does not have an adequate backup power supply that would be required to keep it operational for a period of time during a storm or loss of power. Currently, fire department training is completed at Cedar St for firefighters in a room that serves also as an eating area for lunch and dinner and dayroom for the firefighters. We do not allow public meetings and any outside public training is held at other locations since the building is not handicap accessible. Prior to Covid-19, we were holding monthly community CPR courses at the Library which required our duty members to park an ambulance and engine outside while attending.

Learn more about this project visit Facebook Page: facebook.com/ashlandpsb Project Website: ashlandmass.com/756/Public-Safety-Building-Project Email: PSBC Committee; Q. Blanchard
The Public Safety Building Committee is excited to roll out the design of the new building to the community!

Join the committee for a community forum on Tuesday, August 4th at 6 pm, virtually with Zoom. Access the meeting link and event details from our website, ashlandmass.com.

During this forum, the committee will discuss the plans for the new building for the Police and Fire Departments in the Town of Ashland.

This important project will be an item for discussion, this fall, during Special Town Meeting.

Date: August 4th
Time: 6:00 pm
Location: Virtually with Zoom

Meeting ID: 835•2421•4803
Password: 470690

View meeting details and direct Zoom Link by visiting the calendar on our website here

Learn more about this project by visiting Public Safety Building Committee page here