Finance Committee Minutes
FINAL

Date: 12 January 2021
Start Time: 6:00 PM
Location:
Online/Zoom Meeting

Members Present

| X | Scott Warnetski, Chair | X | Ryan Turncliff |
|   | Jonathan Moore, Vice Chair | X | Ed Hart |
| X | Jenn Cooney, Secretary | X | Ashwini Chitnavis |
| X | Jack Walsh |

Guests Present

| X | Michael Herbert, Town Manager | X | Yolanda Greaves, Select Board Chair |
| X | Jenn Ball, Assistant Town Manager | X | Steve Mitchell, Select Board and Public Safety Building Committee Member |
| X | Brittany Iacaponi, Town Finance Director | X | Joseph Magnani, Select Board and Public Safety Building Committee Member |
| X | Paul Kendall, School Committee and Mindess Building Committee Member |

Minutes:

1. **Call to order – Open session**
   - The Chair called the meeting of the Finance Committee (the “Committee”) to order at 6:02 PM.

2. **Public comment**
   - None.

3. **Review and vote on warrant articles for January 23, 2021 Special Town Meeting**
   - Mr. Warnetski agreed to reflect the Committee’s recommendations on each Warrant article, as voted on by the Committee at the meeting, in the draft Warrant previously distributed to the Committee (see attached Draft Special Town Meeting Warrant with Motions, the “Recommendations”).
   - Mr. Warnetski made an opening statement recognizing the Committee’s review of the Public Safety Building (PSB) and Mindess School projects at multiple prior Committee and Tri-Board meetings.
   - It was noted that Mr. Kendall was scheduled to host a public forum related to the Mindess School project at 7pm, and Mr. Warnetski adjusted the order of the meeting to allow the Committee to address questions to Mr. Kendall prior to his departure. The minutes below reflect presentations and discussions by article.
• **Article 1: Authorize Funding to Construct Public Safety Building**
  
  o Mr. Herbert provided an overview of the PSB project using the Public Safety Building Forum Presentation to be used at upcoming public forums (see attached) and updated the Committee on the financial aspects of the PSB, including the decision to go out to bid given the current favorable environment and results of the bids received. He explained that the lowest bid was aggressive (total project cost of $30.9 million compared to estimated total project cost of $34.6 million).
  
  o The Committee asked questions about the bidder and the next lowest bid. Mr. Herbert explained current due diligence efforts and increased contingencies to mitigate risk.
  
  o Mr. Herbert and the Committee also discussed the PSB cost per square foot, including as compared to other projects, noting the site work and sustainability aspects included in the PSB.
  
  o Mr. Herbert and the Committee then discussed the proposed debt exclusion funding for the PSB, including the assumptions and estimates used to calculate the debt service. It was noted that the borrowing rate for AAA communities is currently approximately 1.25%, but the estimates assume a more conservative 2% rate. Of the $1,379,683 estimated debt service per year, Mr. Herbert explained that $750,000 would be paid as part of the annual budget by cutting $250,000 from the capital budget and $500,000 from other department budgets. Accordingly, the amount to be paid through the debt exclusion is reduced by a little more than half.
  
  o The Committee then discussed the debt exclusion impact on taxpayers, including the estimated average single-family tax increase through FY2028, as well as the impact continuing through the full 30-year bond period. The Committee also considered the increase in terms of combined impact with the Mindess School project and previous debt service obligations reaching completion over the next several years.
  
  o Mr. Herbert then provided an update on the land to be used for the PSB, and noted that the Select Board voted to take the land for $0 (in light of the previously executed gift agreement). The Committee asked questions about the process and timing for the deed transfer.
  
  o The Committee discussed the Warrant article and the language to be used in its recommendation. After further conversation with the meeting participants, including the Select Board members, about the PSB project and the presentation at Special Town Meeting, the Committee expressed its support.
  
  o Committee Recommendation: See attached Recommendations.
    
    o Motion: Jonathan Moore
    o Second: Ed Hart
    o Vote: 7-0
• **Article 2: Authorize Funding to Complete Design and Construct New Mindess School Building**
  
  o Mr. Kendall presented the Mindess Building Project - Cost Slides (see attached) and explained the breakdown of costs resulting in a total project budget of $84,387,000.
  
  o Then, Mr. Kendall discussed the calculation of the Massachusetts School Building Authority (MSBA) grant, estimated to be between $26.2 - $27 million, reminding the Committee of the applicable caps and exclusions on certain costs. He also addressed items that differentiate the Mindess School project over other school construction projects, including the size of the site, geothermal well field and net zero ready cost factors.
  
  o Mr. Kendall further provided an overview of the budget and funding by category, together with applicable reimbursement eligibility and effective rates. Noting the base reimbursement rate set for the total project by the MSBA at 55.57%, he explained how the caps and exclusions result in an effective reimbursement rate expected to be closer to 32-35%.
  
  o Mr. Kendall then reviewed the funding aspects of the Mindess School project and, because the MBSA will reimburse costs as incurred, full debt funding for the project is not needed immediately, but rather borrowing will be made over the course of the project.
  
  o The Committee and Mr. Kendall discussed the impact to taxpayers, including timing of tax increases. The Committee also considered the increase in terms of combined impact with the PSB project, as well as completed payment of previously incurred debt service obligations.
  
  o The Committee discussed the Warrant article and the language to be used in its recommendation. After further conversation with the meeting participants, including the Select Board members, about the Mindess School project and the presentation at Special Town Meeting, the Committee expressed its support.
  
  o Committee Recommendation: See attached Recommendations.
    - Motion: Jenn Cooney
    - Second: Ryan Turncliff
    - Vote: 7-0

4. **Approve minutes from following meetings**
   
   • Deferred to next meeting.

5. **Schedule Future Meetings**
   
   • February 2, 2021 at 5PM (invited participants: Fire, Police, DPW and Facilities)

6. **Adjourn**
   
   • There being no further business:
     - Motion: Scott Warnetski
     - Seconded: Jonathan Moore
     - Vote 7-0
• Meeting adjourned at 7:16PM.

**List of Documents Presented at Meeting:**
Draft Special Town Meeting Warrant with Motions
Public Safety Building Project Forum Presentation
Mindess Building Project - Cost Slides
SPECIAL TOWN MEETING WARRANT  
JANUARY 23, 2021  
10:00 AM  
Ashland High School

Article 1: Authorize Funding to Construct Public Safety Building  
Sponsor: Board of Selectmen

To see if the Town will vote to appropriate, borrow or transfer from available funds, a sum of money to be expended under the direction of the Selectboard for the purpose of paying costs of the project management, site preparation, construction, equipping and furnishing a new Public Safety building located at 12-16 Union Street, including the payment of all incidental and related costs and authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum under M.G.L. Chapter 44, or any other enabling authority, and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of the issuance of such bonds or notes, may be applied to payment of costs approved by this vote in accordance with G.L. c. 44 § 20 of the General Laws, thereby reducing the amount to be borrowed to pay such cost by a like amount and further provided that said appropriation shall be subject to and contingent upon an affirmative vote of the Town to exempt the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. Chapter 59, Section 21C (Proposition 2½), or take any other action relative thereto.

MOTION: That the Town will vote to appropriate, borrow or transfer from available funds, $27,400,000 to be expended under the direction of the Board of Selectmen for the purpose of paying costs of the project management, site preparation, construction, equipping and furnishing a new Public Safety building located at 12-16 Union Street, including the payment of all incidental and related costs and authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum under M.G.L. Chapter 44, or any other enabling authority, and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of the issuance of such bonds or notes, may be applied to payment of costs approved by this vote in accordance with G.L. c. 44 § 20 of the General Laws, thereby reducing the amount to be borrowed to pay such cost by a like amount and further provided that said appropriation shall be subject to and contingent upon an affirmative vote of the Town to exempt the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. Chapter 59, Section 21C (Proposition 2½), or take any other action relative thereto.

Finance Committee Recommendation:

The Finance Committee recommends that the Town vote to appropriate, borrow or transfer from available funds, $27,400,000 to be expended under the direction of the Board of Selectmen for the purpose of paying costs described in the motion for a new Public Safety Building. The Finance Committee also recommends the Town exempt amounts required for the payment of interest and principal on borrowings related to the new Public Safety Building from the limitation on taxes imposed by M.G.L. Chapter 59, Section 21C (Proposition 2½).
Article 2: Authorize Funding to Complete Design and Construct New Mindess School Building
Sponsor: Board of Selectmen/School Committee

To see if the Town will vote to appropriate, borrow or transfer from available funds, an amount of money to be expended under the direction of the Mindess School Building Committee for the purpose of paying costs of the design, construction, equipping, and furnishing of a new replacement facility for the existing David Mindess Elementary School located at 90 Concord Street, including the payment of all incidental and related costs, including but not limited to building demolition and site preparation, which school facility shall have an anticipated useful life as an educational facility for the instruction of school children for at least 50 years and for which the Town may be eligible for a school construction grant from the Massachusetts School Building Authority (“MSBA”). The Town acknowledges that the MSBA’s grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town. Any grant that the Town may receive from the MSBA for the Project shall not exceed the lesser of (1) Fifty-five and fifty-seven one hundredths percent (55.57%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA. Further to authorize use of the construction management at risk delivery method pursuant to the provisions of G.L. c.149A, §§1-13, and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of the issuance of such bonds or notes, may be applied to payment of costs approved by this vote in accordance with G.L. c. 44 § 20 of the General Laws, thereby reducing the amount to be borrowed to pay such cost by a like amount and further provided that said appropriation shall be subject to and contingent upon an affirmative vote of the Town to exempt the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. Chapter 59, Section 21C (Proposition 2%), or take any other action relative thereto, or take any other action relative thereto.

MOTION: That the Town of Ashland appropriate the amount of Eighty-Three Million, Three Hundred Eighty-Seven Thousand ($83,387,000) Dollars for the purpose of paying costs of the design, construction, equipping, and furnishing of a new replacement facility for the existing David Mindess Elementary School located at 90 Concord Street, including the payment of all incidental and related costs, including but not limited to building demolition and site preparation, including the payment of all costs incidental or related thereto (the “Project”), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children for at least 50 years, and for which the Town of Ashland may be eligible for a grant from the Massachusetts School Building Authority (“MSBA”), said amount to be expended under the direction of Mindess School Building Committee. To meet this appropriation the Town Treasurer with approval of the Selectboard, is authorized to borrow said amount under M.G.L. Chapter 44, or pursuant to any other enabling authority. The Town of Ashland acknowledges that the MSBA’s grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town of Ashland incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town of Ashland; provided further that any grant that the Town of Ashland may receive from the MSBA for the Project shall not exceed the lesser of (1) Fifty-five and fifty-seven one hundredths percent (55.57%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; provided that any appropriation hereunder shall be subject to and contingent upon an affirmative vote of the Town to exempt
the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. 59, Section 21C (Proposition 2½); and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the Town of Ashland and the MSBA and further to authorize use of the construction management at risk delivery method pursuant to the provisions of G.L. c.149A, §§1-13 and further that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of the issuance of such bonds or notes, may be applied to payment of costs approved by this vote in accordance with G.L. c. 44 § 20 of the General Laws, thereby reducing the amount to be borrowed to pay such cost by a like amount.

Finance Committee Recommendation:

The Finance Committee recommends that the Town vote to appropriate $83,387,000 to be expended under the direction of the Mindess School Building Committee for the purpose of paying costs described in the motion for a new replacement facility for the existing David Mindess Elementary School with the understanding that the appropriation will be net of the total maximum grant amount determined by the MSBA. The Finance Committee also recommends the Town exempt amounts required for the payment of interest and principal on borrowings related to the new replacement facility for the existing David Mindess Elementary School from the limitation on taxes imposed by M.G.L. Chapter 59, Section 21C (Proposition 2½).
Impact and Review
Budget, Reimbursement & Tax
## Project Budget Summary

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Budget</td>
<td>$55,272,000*</td>
</tr>
<tr>
<td>– Fall 2020 Appropriation</td>
<td></td>
</tr>
<tr>
<td>Total Project Budget</td>
<td>$57,723,000</td>
</tr>
<tr>
<td>MSBA Maximum Total Facilities Grant</td>
<td>$12,453,000</td>
</tr>
<tr>
<td>Other Administrative Costs</td>
<td>$2,063,000</td>
</tr>
<tr>
<td>Project Management &amp; Clerk of Works</td>
<td>$6,740,500</td>
</tr>
<tr>
<td>Design and Consultant Fees</td>
<td>$2,155,000</td>
</tr>
<tr>
<td>Furniture, Equipment &amp; Technology</td>
<td>$1,139,500</td>
</tr>
<tr>
<td>Site Construction</td>
<td>$3,564,000</td>
</tr>
<tr>
<td>Building Construction</td>
<td>$55,272,000</td>
</tr>
</tbody>
</table>

*Preliminary budget is subject to final expenditures, rate is 95.5% of eligible costs.
55.57% Reimbursement Rate Prior to exclusions

52.26% Ashland’s Base Line Reimbursement Points

+ 1.31% Incentive points for maintenance score from MSBA

+ 2.00% Incentive points for energy efficient schools

Ashland’s Project Specific Reimbursement Points

• The final effective reimbursement percentage is dependent on how much of the project budget is spent, bid results, ineligible changes, etc.

• Effective Reimbursement Rate for Project after exclusions and caps could be between 32 - 35% of the total project budget

52.26% Ashland’s Reimbursement Percentage

55.57% MSBA Reimbursement

Budget & Reimbursement Review

Mindess School Building Project
Ashland, MA
MSBA Reimbursement - Cost Caps / Exclusions

- Building costs exceeding $333/SF (not updated in two years)
- MSBA projects exceed caps.
- Costs that exceed the following caps are ineligible. Typical:
  - Architecture costs exceeding 10% of construction costs (Project is Below)
  - OPM costs exceeding 3.5% of construction costs (Project is Below)
  - Soft costs exceeding 20% of construction costs (Project is Below)

Furniture and Technological Equipment that exceed $2,400/student

Based on approved 635 student enrollment

Exceed caps (to be determined)

- Change Orders exceeding 7% of construction cost (to be determined)
Program Impacts on Budget

- Program Exclusions
  - 2,000 NSF Larger Gym to match existing (2,400 NSF x 1.49 Grossing)
  - 2,000 NSF Mothers Room
  - 400 NSF Extended Day Office (400 NSF x 1.49 Grossing)
  - 2,490 NSF Additional Bathrooms for Nurse Suite

- Program absorbed into Grossing Factor
  - Previous Roof Replacement project at Mindess

MSBA will pro-rate cost recovery on remaining life of root asset not fully realized.
Mindess School Building Project
Ashland, MA

Budget & Reimbursement Review

Site Cost Factors

- Site Acreage 16.6 ac.
- Topography requiring retaining walls, soil cuts and fills
- Roadway circulation and parking on site
- Geothermal Well Field
- Geothermal Field
- Ground Source Heat Pump Mechanical Systems

Net Zero Ready Cost Factors

- Added Plug load controls above code
- Triple pane glazing to meet more stringent R-values
- Increased envelope insulation above stretch code
- Replacing two baseball fields including irrigation
- Site Acreage 16.6 ac.

Construction Estimate Cost Drivers
<table>
<thead>
<tr>
<th>Category</th>
<th>Budget/Expenditure</th>
<th>Excluded Item</th>
<th>Effective Date</th>
<th>Description</th>
<th>Amount ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pre-Construction Services</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Construction (3)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>518,670</td>
</tr>
<tr>
<td>Architecture/Engineering (2)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>500,000</td>
</tr>
<tr>
<td>Administration (2)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>500,000</td>
</tr>
<tr>
<td>Feasibility Study (1)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>5,000</td>
</tr>
<tr>
<td>Building &amp; Construction costs</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Design and site construction costs</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>520,080</td>
</tr>
<tr>
<td>Feasibility &amp; Preliminary design</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>500,000</td>
</tr>
<tr>
<td>Site work (4)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>60,000</td>
</tr>
<tr>
<td>Miscellaneous costs (moving, relocating etc.)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>60,000</td>
</tr>
<tr>
<td>Owner's contingency</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>550,000</td>
</tr>
<tr>
<td>Construction contingency</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>500,000</td>
</tr>
<tr>
<td>Total Project Budget Items</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>5,340,234</td>
</tr>
<tr>
<td>Previous misc. owner projects on land</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>600,000</td>
</tr>
<tr>
<td>MPSA cost recovery</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>32,917.9</td>
</tr>
<tr>
<td>Total Minimum Project Budget</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>5,340,234</td>
</tr>
<tr>
<td>Project Title</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revenue &amp; Expenditure</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>32,917.9</td>
</tr>
<tr>
<td>Building Construction costs</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>518,670</td>
</tr>
</tbody>
</table>

Mindess School Building Project - Total Project Budget and Funding by Category

Mindess School Building Project
Ashland, MA

Minidess School Building Project
Ashland, MA

Budget & Reimbursement

%FUBJMCZ$BUFHPSZ

Mindess School Building Project
Ashland, MA
this in an effort to equitably fund as many projects as possible. The MSBA does not cap the per square foot cost to $333/Gsf. The MSBA understands that buildings more extensive site work, this means most site work for rural projects is not reimbursed.

- The MSBA caps the eligible site costs to only 8% of construction costs. This is to ensure equity are the caps for site costs and per square foot cost.

As shown in the previous slide, the caps that most significantly impact MSBA projects be 32-35%.

Due to the MSBA caps and exclusions, our effective reimbursement rate is expected to and categorically excludes other expenses from reimbursement. and many projects as possible, the MSBA places limits (caps) on different types of expenses. However, to equitably fund as

**MSBA Caps and Exclusions**

**Why is our effective reimbursement rate lower than our base rate?**
Mindess project assumes interest-only borrowing in FY22 ($6m), FY23 ($25m), and FY24 ($25m) at 1%, then a 27-year bond of $56m at 2%

Public Safety project assumes $30.9m 30-year bond at 2% with $750,000 of debt service offset from General Fund and capital budgets

Estimates are calculated using level debt service method

Mindess project assumes interest-only borrowing in FY22 ($56m), FY23 ($25m), and FY24 ($25m) at 1%, then a 27-year bond of $56m at 2%

Previous Debt Projects

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Safety Project</td>
<td>$100M</td>
<td>$200M</td>
<td>$300M</td>
<td>$400M</td>
<td>$500M</td>
<td>$600M</td>
</tr>
<tr>
<td>Mindess Project</td>
<td>$56M</td>
<td>$25M</td>
<td>$25M</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Estimated Average Single-Family Tax Increase For Debt Excluded Projects

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>FY2002 ($56m)</td>
<td>$100M</td>
<td>$200M</td>
<td>$300M</td>
<td>$400M</td>
<td>$500M</td>
<td>$600M</td>
</tr>
<tr>
<td>FY2003 ($25m)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FY2004 ($25m)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FY2005 ($750,000)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Average Single-Family Home: $471,214
Average Single-Family Condo: $427,163
Average Single-Family House (Houses and Condos): $427,163

Average Single-Family House: $471,214
Average Single-Family Condo: $342,978

Average Single-Family Condo: $342,978
Average Single-Family House: $471,214
Average Single-Family Home: $471,214

Estimated Net Tax Increase FY2021 to FY2025: $241

Average Single-Family Home (Houses and Condos): $427,163

Average Single-Family House: $471,214
Average Single-Family Condo: $342,978
Mindess School Building Project
Ashland, MA

Why is the cost of the Public Safety project shown on the chart?
From the MSDA throughout the project, which delays the need to borrow, development and the start of site work. Also, the Town will be receiving Re-Imbursements instance, the money needed in during the 2022 calendar year will only be for design.

Why is the full tax impact of the Mindess project not realized until FY2023?
Removed when the debt is paid, the graph shows all the excluded debt projects over time.

• A debt exclusion is a mechanism for borrowing money to pay for projects. If approved, the

• What is an excluded debt project and why are previous ones shown?
FY2020 values can be found using the parcel search link from the Town Assessor's page. The FY2020 Building Project is $73.176.

- The incremental tax rate for the Public Safety Building Project is $0.2108.
- Example: $500,000 x $0.2108 = $105,400/year
- Multiply by $0.9056
- Divide the assessed value by $1,000 (tax rate is per $1,000 of value)
- Get the FY2020 assessed value of your home, say $500,000

Compute the tax for your property to be $46,056.

- The incremental tax rate for the Mindess Project is estimated at $0.0147.

The funds needed to service the debt each year until debt is paid.

The Town will temporarily raise the tax rate in order to collect.

Determine the Tax Increase for Your Property?

How can I get the tax increase for my property?
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 Chisholm, Community Member
Introductions

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

Designer – HKT Architects, Inc.
• Janet Slemenda
• Amy Dunlap
A new public safety building has been a topic of conversation around town for nearly twenty years.
Need for a New Building
Public Safety Building Project
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 physical 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
Sustainability Features
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
- Enhanced Insulation Values for the Building
- Green Roofs - rain garden
- Low-flow fixtures
- Drought Tolerant, Low Maintenance Landscaping

Statement from Sustainability Committee

“The Sustainability Committee commends their (the Public Safety Building Committee) commitment to long term sustainability planning on this project and we recognize that this project aligns with Ashland’s long term goal to achieve net zero emissions by 2040.”
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
THIRD FLOOR PLAN

- Police Administration
- Fire Administration
- Both Areas accessed from Shared Elevator Lobby
Items Eliminated to Reduce Cost

- Reduced bunks – In the future we may need to double up in a dorm room
- Reconfigured Lobby and Emergency Command Center
- Consolidated areas such as kitchen and fitness rooms
- Eliminated a Jail Cell
- Instead of the building running on Solar Power, the building is Solar ready, with all the appropriate wiring
Financial Information
### 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>
</tr>
<tr>
<td>OPM</td>
<td>$676,400</td>
<td>OPM fees</td>
</tr>
<tr>
<td>Other Administrative Costs</td>
<td>$800,000</td>
<td>Builder's Risk, commissioning, testing, utility fees</td>
</tr>
<tr>
<td>Contingency</td>
<td>$2,818,720</td>
<td>For hard and soft costs</td>
</tr>
<tr>
<td><strong>Total Project Budget</strong></td>
<td><strong>$30,900,000</strong></td>
<td></td>
</tr>
<tr>
<td>Less Prior Appropriation</td>
<td>$(3,500,000)</td>
<td></td>
</tr>
<tr>
<td><strong>2021 Town Meeting Request</strong></td>
<td><strong>$27,400,000</strong></td>
<td></td>
</tr>
</tbody>
</table>
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 or pay for from revolving funds 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.
Under current scenarios – tax increases for debt excluded projects (including the new Public Safety Building & new School will be $241 more than what the average resident is currently paying.

Average Home Value = $427,000
Other Financial Considerations

• Will save over $30,000 annually in rent for 91 Main Street

• Consolidated buildings lead to less maintenance costs

• Building is more energy efficient, leading to utility savings

• Can now host training, including firearms qualifications, which will produce revenue

• Will be able to conduct training in house saving on class fees and overtime costs for coverage

• Funding opportunities for facility accreditations
Facility 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.
• 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
**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
• January 2021: Town Vote at Special Town Meeting and Special Town Election

• February 2021: Finalize Contract Documents with Lowest Qualified Bidder

• April 2021: Begin Rock Excavation & Removal

• Summer 2021: Begin Construction

• Summer 2022: Finalize Construction & Commissioning