

**SELECTMEN'S RECORD**  
**March 22, 2016**

**ATTENDANCE AND CALL TO ORDER**

The meeting was called to order at 7:30 p.m. in the Champagne Meeting Room at Carby Street Municipal Office Building by Chairman Michael Walsh. Also present were: Selectmen Nancy Hyde, and Town Administrator Michael Jaillet. Christine McCarthy was present to record the minutes.

M. Walsh led the Pledge of Allegiance.

M. Walsh asked if anyone wishes to record the meeting and granted permission to WestCAT to record.

**SCHEDULED ACTION**

**Discussion on Police Headquarters Energy**

In June the Board of Selectmen held a meeting where the architects and energy consultants presented the board an assessment of the various alternatives for heating and cooling systems for the new Police Headquarters. The reason for doing so at that time was to fulfill a promise that was made during the design of the Islington Fire station to conduct the analysis of the heating and cooling systems earlier in the design so that all option could be evaluated including geothermal (see attachment). Peter Kane and Tom Philbin who are both seriously interested in energy efficiency were invited to attend and to join in the discussion with the Board. The report, which included an evaluation of a geothermal system, indicated that geothermal option would cost \$180,000 more than the consultants preferred system which would result in an estimated 10 year payback period. The preferred system has a much quicker payback period and has an energy efficiency which is over 30% above what is required of the current building codes. The conclusion reached by the Board of Selectmen at the June meeting was a vote to support the consultant's preferred system with no objections from either Peter or Tom.

In recent presentations before the Finance Commission of the Police Headquarters, Peter has asked the Town to reconsider a geothermal energy system. He now very much favors geothermal option, because it requires much less burning of fossil fuels, and relies on heat pumps which use the earth as a heat source in the winter and heat sink in the summer. Peter and Tom are both committed believers of the climate impact burning of fossil fuels with estimates that indicate 35 years to get to zero carbon emissions, if we are to save ourselves from the worst of those impacts.

Tim Bonfatti of Compass Project Management, Rick Almedia, Architect, and Dominick Puniell, Energy Consultant of Dore and Whittier, presented to the Board a presentation on energy efficiency designs for the Police Headquarters and what the impacts to the cost and timeline would be should the Town choose to go with geothermal HVAC system instead of the chiller HVAC system already designed and bid for the project.

*(Presentation available online)*

Dominick began with explaining the system that the Board of Selectmen reviewed and approved in June 2015. The system that was designed into the project was a chiller HVAC system with a projected total life-cycle savings of \$394,591 with about a 30 year payback expected. Dominick explained that the analysis of the impact of switching the heating and cooling to a geothermal system was debated among the engineers. The Town's engineers indicate that it is not a simple matter and will require fairly extensive revisions to the design of the building and of the systems at significant costs. The engineer that Peter and Tom have been speaking with, who is in the business of installing of geothermal systems, is of the opinion that the installation of a geothermal system is not complicated or costly. He pointed out that the design geothermal system that was used to compare with the preferred system was flawed and overly costly because it included a backup heating and cooling system which they expected needed to be kicked in if temperatures fell below a certain level. The engineers agreed to design in between these two positions that would add between \$500,000 and \$750,000 to the cost of the project which means a 25 year or more payback.

Tim Bonfatti explained that if the Town were to swap out the chiller HVAC system with the proposed geothermal HVAC system, the construction cost increase would be approximately \$380,000 which includes a 30% change order contractor labor burden and mark-up, any credits received for not installing the chiller and increased electrical costs.

Mr. Bonfatti went through the cost impacts for two options; to issue a change order to the current bids and redesign and rebid the entire project to include the geothermal HVAC system. If a change order were to be issued, the projected cost would be roughly \$485,650 which includes an estimate on increase electrical costs on top of the \$333,450. If the Town were to decide to rebid the project, rough estimates of \$503,650 which includes architect redesigns costs, impact costs due to escalation and rebid and redesign fees for mechanical and electrical systems.

Mr. Bonfatti stressed that these rough estimates do not include construction escalation costs, time impact costs for pulling the bids and rebidding the entire project (re-advertise and re-bid) and unknown additional fees associated with the geothermal system permitting requirements.

Compass Project Management also received a legal opinion from Robert Garrity, the attorney representing the Permanent Building Committee, on the change order to swap out the chiller HVAC system with the proposed geothermal system. Per advice of Counsel, a change order of this magnitude would not be legal and the contract for the sub-contract would be voided. He advised that rebidding the project would be the only way to accomplish this change. M. Walsh added that in case law, once an injunction was placed on the project it would delay even further.

N. Hyde reiterated that the rebid process would be much more than 2 to 3 month delay, explaining that the Town spent almost 9 months on the design it currently had out to bid and received a favorable contractor and bid price to bring to Town Meeting. She added that if the Board of Selectmen would have to go to Town Meeting with a "guess" on the cost of the project, rather than an actual total when the purpose of having an actual bid price in hand was to control costs. N. Hyde reminded everyone that the Town reviewed energy efficient systems back in June, and multiple meetings between then and the final design presentation, when the Town decided to go with the chiller system with no objection from Mr. Kane.

Peter Kane, 149 Ellis Street, thanked that Board of Selectmen for letting him speak on this matter and for all the hard work the Town has done to design the Police Headquarters building, adding that he believed it was a much needed project.

Mr. Kane stated that his opinion on the geothermal system installation was more than just to provide energy savings to the new building, but to reduce the burning of fossil fuels. He explained the effects that have been studied for climate change and global warming and that the Town should start to include these energy efficient systems into new buildings.

Tom Philbin, Energy Manager for the Town of Westwood, stated that he agreed with Mr. Kane's opinion, but that if the Town were to spend roughly \$350,000 on energy efficiency projects, he would rather see that money spent on upgrading some of the older boilers and lighting in the various school buildings were the energy efficient system would have a larger impact on carbon emissions than the geothermal system in the Police Headquarters.

The Board agreed that the Town will continue to work on reviewing energy efficient systems in new buildings including school buildings as new building projects come before the Town.

**N. Hyde moved to affirm the Board of Selectmen's decision and vote to proceed with the design plans and award the contract for the Police Headquarters, which includes the chiller HVAC system as originally designed, and to proceed with the lowest bid price received to Town Meeting for a vote. M. Walsh Seconded. Vote: 2-0-1 (P. Ahearn absent)**

T. Philbin asked that the Board and Compass Project management to note his reservations about the selected sub-contractor electric company.

#### **Health Care Mitigation Fund Follow Up**

Joan evaluated the option of increasing the town's health care contribution to 69% and realized that:

- It is not feasible to break out this additional contribution as a separate line item in our payroll system
- It was going to be difficult to revert to a 68% contribution rate after 3 years
- This option did not seem to satisfy the PEC's intention to use the mitigation funds to help those employees who experienced extraordinarily high out of pocket costs.

The Town would like to propose two options for the PEC to consider:

1. Replicating last year's HRA, using Cook & Company as our plan administrator, at a reasonable cost to the Town (\$100 per claim, or approximately \$7,500). This would necessitate employees providing benefit statements to Cook & Company outlining their annual out of pocket costs.
  - a. Employees can obtain benefit statements from their insurance companies.

2. Increasing the percentage of the Town's contribution to 69% for the next 3 years, with the understanding that it would not be a permanent change. This option would defer paying out any mitigation funds in FY16, but would increase the total mitigation fund account from \$150,000 to approximately \$200,000, which is still consistent with the Town's obligation to distribute up to 25% of first year GIC savings to employees.

**N. Hyde moved to approve the option of replicating the previous year's HRA fund, using Cook & Company as the Plan Administrators at cost of \$100 per claim and to return to the Board at a later time should the plan need to be adjusted in years 2 and 3.**

**3. M. Walsh Seconded. Vote: 2-0-1 (P. Ahearn absent)**

### **Financial Update**

Pam Dukeman, Finance Director, reported a brief update regarding the FY17 budget. P. Dukeman reported that the Town was finalizing the overall budget to be sent to the Finance and Warrant Commission for its public hearing on March 28<sup>th</sup>. The Budget includes the updated information for the capital and supplemental budgets the Board approved at its last meeting.

P. Dukeman also updated that the School budget request was adjusted as has been in prior years, for one time costs, capture items and direct University Station costs which are better handled outside of the operating budget.

M. Walsh asked if it would be possible to allocate the proposed tax relief article number to somewhere else in the Budget if residents would rather that? P. Dukeman responded that it would be possible to allocate those funds to another account at the Fall Town Meeting, should the Town Meeting request that.

### **East Street Bridge Notification to Residents**

MassDOT and VHB, the design Engineers for the East Street Bridge, considered the proposed clearance of the bridge, which currently is at 10'6". Although MassDOT's standard is to have bridge clearance between 14'6" and 16'6" on state roadways, it is willing to compromise on the clearance for the East Street Bridge for the following reasons.

- Setting a clearance height above 13'6" would require a gradual tapering of the height of the bridge which would extend to the Islington Station requiring modifications that are not contemplated in the approved appropriation.
- Residents of East Street have expressed a desire not to have large trucks on East Street. The proposed clearance of 13'6" would address the current problem of smaller trucks striking the bridge, but would not accommodate the larger truck over 2 ½ tons currently excluded from traveling on East Street so the current truck exclusion would remain in effect.
- Finally, East Street is a town not a State roadway so having a clearance less than 14'6" does not compromise MassDOT/MBTA standard requirement.

Therefore the Board has elected to meet with the neighborhood to explain this compromise, before telling the state to move forward.

The Board drafted a letter to be sent to East Street Bridge area residents inviting them to a Board of Selectmen meeting on April 11, 2016 at 7:30pm at the Downey School Cafeteria to review and discuss the proposed plans from the MassDOT/MBTA for the East Street Bridge. The proposed plans are at 15% and MassDOT requests the Town's approval to move to the next phase of design.

Since the residents of the area have been very vocal about the bridge, the Board has asked that residents be included in the process before MassDOT/MBTA holds its public hearings at the 25% design phase.

M. Jaillet added that this is redesign is good news for the Town that MassDOT and the MBTA are finally getting to the point of a comparable design of the bridge.

N. Hyde asked that the area of notifications be extended as the bridge effects the whole community.

### **Town Meeting Location**

At the Board's last meeting, it discussed the possibility of having Town Meeting in the gymnasium this year. After careful consideration, the Board believes that attendance, while hopeful to be larger than past year, that it can be accommodated in the Auditorium.

Town Moderator Alice Moore met with M. Walsh and M. Jaillet and proposed starting and advertising Town Meeting registration at 6:30pm, beginning at 7:00pm with unofficial business including the swearing in of officials and the reading of awards and proclamation so that Town Meeting can be officially called to order at 7:30pm.

**N. Hyde moved to agree to advertise the registration for Town Meeting to start at 6:30pm, for unofficial swearing in and reading of awards and proclamations at 7:00pm so Town Meeting can be called to order at 7:30pm; and to hold the Annual Town Meeting in the Auditorium. M. Walsh Seconded. Vote: 2-0-1 (P. Ahearn absent)**

### **OTHER BUSINESS THAT MAY PROPERLY COME BEFORE THE BOARD**

M. Walsh asked if there was any other business that may properly come before the board?

### **PUBLIC AND PRESS**

M. Walsh asked if there were any questions from the public or press?

**N. Hyde, aye. M. Walsh, aye. (P. Ahearn absent)**

The meeting was adjourned at 8:38 p.m.

Initial after reviewed

A handwritten signature in black ink that reads "Michael J. Jillet". The signature is written in a cursive style with a large, sweeping initial "M".

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M. Jillet  
Town Administrator

## *LIST OF DOCUMENTS*

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Board of Selectmen  
3/22/2016 Champagne Meeting Room  
Regular Meeting

### **SCHEDULED ACTION**

- Westwood Police Presentation - Geothermal Presentation - Selectman's Mtg (PDF)
- Westwood Police Station - Geothermal Design Add.pdf (PDF)
- Westwood PS Geothermal Electrical Cost Impact(1).pdf (PDF)

### **OLD BUSINESS**

- East St Bridge Resident Invite to 041116 Meeting (DOC)