

TOWN OF NORTHFIELD
EMERGENCY SERVICES FACILITY BUILDING COMMITTEE
WEDNESDAY, MAY 17, 2023, AT 4:00PM
VIRTUAL HYBRID (ON-LINE) MEETING

MINUTES

1. Call To Order

- a. S. Dunnell called the meeting to order at 4:12PM
- b. **Committee attendance:** Chief Skip Dunnell, Stephen Seredynski, Bernie Porada, Chief Jon Hall, Andrea Llamas, Heath Cummings.
- c. **Consultants:** John MacMillan, CBA; Matthew Sturz, Colliers
- d. **Public Attendance:** Sarah Kerns, [others in-person at Town Hall].

2. Previous Meeting Minutes

- i. No previous Meeting Minutes to approve.

3. Budget, Contracts, Invoices

- a. SWCA invoice #166051, in the amount of \$5,601.87, was presented for Committee approval.
 - i. Motion made by B. Porada to approve, Seconded by H. Cummings
 - ii. It was discussed that this invoice was for Environmental work prior to the last Conservation Commission meeting.
 - iii. Motion PASSES, unanimously by roll call vote.
- b. Colliers invoice was presented for Committee review. A. Llamas advised that the copy she had received contained markups from A. DiLuzio of Colliers – it was determined that further discussion was required before the Committee could act on this invoice.
- c. A. Llamas advised that, inclusive of the invoices just approved, the project had approximately \$125,000 in un-expended funds remaining based on prior appropriations.
 - i. Forthcoming invoices expected from: CBA, Colliers for site work and Zoning coordination. A final version of Hale Signs' invoice is also expected, subtracting the installation charge for work that did not occur.

4. Permitting and Local Boards Status

- a. *MassDOT*: CBA advised that the MassDOT permitting had completed a 25% Review. PLACES received this review from MassDOT on 5/9/2023 and advised that there were no comments perceived to be difficult to address. CBA further advised that, in the event that work was stopped on this process, there would likely be some unbilled effort that may come back to the Town as a small credit in the event that work were to be stopped.

- i. Motion made by B. Porada to formally hold in abeyance all work pertaining to the MassDOT Permitting process, Seconded by H. Cummings.
 - ii. Motion PASSES, unanimously by roll call vote.
- b. *Conservation Commission*: S. Dunnell advised that he had spoken with Conservation Commission Chair Bill Llewelyn, and the two of them agreed that, not knowing what will happen or change, the Conservation Commission process should be put on hold. Furthermore, B. Llewelyn advised that formally retaining the peer reviewer to continue the process might cost thousands of dollars.
 - i. Motion made by B. Porada to formally hold in abeyance all work pertaining to the Conservation Commission Permitting process, Seconded by S. Seredynski.
 - ii. Motion PASSES, unanimously by roll call vote.
- c. *Historical Commission*: It was discussed among the Committee that the Historical Commission would likely recommend an archaeological study anticipating that MassDOT would likely trigger one as a part of their process anyway.
 - i. B. Porada Motioned to hold this process in abeyance until further notice, Seconded by S. Seredynski.
 - ii. Motion PASSES unanimously by roll call vote.

5. OPM Project Management

- a. A. Llamas advised that Colliers can be retained via a revised lump sum fee for Additional Services to continue the project. Colliers will prepare a DRAFT proposal based on a revised scope of work for evaluation of sites, due diligence, preliminary concept Options development, and possibly also Designer Selection.
 - i. With a scope change of this magnitude, it was determined that CBA cannot be retained to continue and a new Designer must be selected based on a revised scope of work.

6. Public Comment Period

- a. S. Kerns asked how all entities would move forward after the project Vote failure at Special Town Meeting. B. Porada advised that it was unclear how the Committee/project would move forward at this time and expressed disappointment at the expenditure of time and resources only to have the project be voted down. He further wondered what scope WOULD be acceptable to the Townspeople and expressed uncertainty that the Voters grasped what is required to construct a building in 2023.
- b. A follow-up question was asked regarding what more the public can do to assist. S. Dunnell advised to stay involved in the process. He elaborated that the project may look different going forward and that it may not include all Departments under one roof as was originally intended. Committee members Hall and Seredynski concurred, with J. Hall noting that the Public should recognize the amount of work the Departments do/that this facility would support.
- c. Members of the public inquired why a previous iteration of the project had been voted down. S. Dunnell advised that it seemed to be related to the overall price

- tag of the project and the costs associated with both land acquisition and the cost of remedying structural issues at the existing Fire Station.
- d. Discussion ensued about the failure of the project Vote at Special Town Meeting. S. Dunnell cautioned that many misconceptions persist regarding past efforts and the due diligence that was done to determine the project site. Some attending members of the Public advised that the process felt like a “done deal” or had been pre-ordained despite outreach efforts by the Committee and Public supporters. A. Llamas expanded on the discussion, advising that the project had been fully designed and Bid because previous feedback suggested the Townspeople were not comfortable approving funding based on an estimated value.
 - e. A. Llamas advised that members of the Committee should use caution when putting information on social media, to avoid violations of Open Meeting Law. S. Seredynski advised that meetings were also posted on NextDoor which did not appear to have a measurable impact on Public participation. S. Dunnell concurred, characterizing the amount of misinformation about the project as “rampant”.

7. Executive Session

- a. At 5:20pm, an Executive Session was commenced, with M. Sturz from Colliers invited to join the Committee in Executive Session. Motion made by H. Cummings, Seconded by B. Porada. Motion PASSED unanimously by roll call vote.
- b. The Executive Session was adjourned at 6:20pm.

8. Next Meeting / Adjournment

- a. The next Meeting will be scheduled at the appropriate time, TBD possibly either 5/24 or 5/25.
- b. Motion to adjourn made and seconded, PASSED by unanimous roll call vote at 6:23pm.

AGENDA ITEMS LISTED ARE THOSE REASONABLY ANTICIPATED BY THE CHAIR TO BE DISCUSSED AT THE MEETING. NOT ALL ITEMS MAYBE DISCUSSED AND OTHER ITEMS NOT LISTED MAY BE BROUGHT UP FOR DISCUSSION TO THE EXTENT PERMITTED BY LAW.