



TOWN OF BOXBOROUGH

BOARD/COMMITTEE: Boxborough Building Committee

DATE: Wednesday April 17, 2024

TIME: 7:00 PM

PLACE: zoom only

In attendance: Gary Kushner (vice-chair/clerk), Les Fox, Bob Stemple, Priya Sundaram, Al Murphy, Mark White, Larry Grossman, Hugh Fortmiller, Bryan Lynch (7:05), Kristin Hilberg (7:10)

Missing: Owen Neville, Bill Litant, Than Stuntz, Mike Johns (TA)

Supporting Staff: Captain Jason Malinowski, Chief John Szewczyk, Chief Shawn Gray

Other: EMT/FF Steve Wright, Richard Hilton/Diana Lipari, Robin Lazarow, Cassie (Boxborough News), John Markiewicz, Mark Barbadoro, Francie Nolde

Meeting called to order at 7:01 PM by Gary Kushner

Fox-present, Stemple-present, Grossman-present, White-present, Sundaram-present, Murphy-present, Fortmiller-present, Kushner-present

Minutes for April 10, 2024

Bob indicated in 4th paragraph, other is Steve Wright and not White

Bob moved to amend and Les seconded,

Fox-aye, Stemple-aye, Hugh-aye, Grossman-abstain, Murphy-aye, Priya-abstain, White-aye, Kushner-aye

Approved 6-0-2

Update on article 42 with possible vote on the text and recommendation

Per Gary, the FinCom has not yet reviewed the revised article for the funding source. Jason discussed the changes to the article. The article was revised by Jason and TA (Mike) to try to continue the work but leave open to specific sites and only bring a schematic design prior to the next TM. Reduced the funding from \$500,000 to \$250,000. Removes the OPM at this phase but will instead bring in the OPM at a future TM.

The FinCom asked for specifics on the article so the bulleted items were added to provide additional information. Al believes traffic should be included. Kristin commented on the traffic



study and that there are 12 major intersections being reviewed. The abutters care about traffic at all sites being considered.

Hugh commented on schematic design and doesn't the site indicate the schematic. Also, the 24,000 sq foot design and seeking value engineering on the facility. Jason indicated that the SB would take the vote from the BBC and review and then narrow to one site. At that point schematic design would start. Kristin indicated that the funds will be spread out over time with schematic design near the end of the work. Could the article be put into chronological order? Priya asked about the traffic study and will piggyback on the Planning Board traffic study. Also, she talked about the building size including 1 story vs. 2 story and needs vs. wants. Kristin indicated that we do need a fire station and working with the experts. Larry commented on the vote regarding Stow Road and the feedback. Conceptual design which is before schematic and in this case probably do not need to do a schematic design. Larry recommends that we review 3 sites.

Les indicated that the current plans are basic requirements and not wishful thinking. Validated by two different companies.

Larry reviewed and provided modifications

- The Study will include Conceptual Design options for (3) locations, to include; a. the existing fire station site, b. 72 Stow Road, and c. 700 Massachusetts Avenue.
- The studies will include conceptual site plans, floor plans, and building elevations.
- Sustainability, resilience, and flexibility will be considered in all design options.
- Comprehensive Project Budgets will be developed for all 3 site options, and will include all professional costs, building construction and site development, testing, furnishings, phasing options, moving expenses, equipment, demolition of old fire station, and project contingency. Life cycle and energy costs will also be considered
- If required, geotechnical testing and bearing capacity analysis, testing of soils for percolation and water, and vehicle turning movement analysis will be provided

Upon completion, the Building Committee will;

- Assist the Town in presenting all the project design options and project budgets to Town Meeting

Jason indicated that we need to keep a future option in case something comes up that was not reviewed. Need to lock in the site or we will be in perpetual review.

Gary indicated that the BBC did vote and that the Mass Ave site is dangerous, the current site has conservation issue and most people seem to value/want the Police station on the current site.



Mark commented on the cost ramifications for the proposed structure. Each site will have variations. Should leave the Town open to location other than the proposed 3 until things lock down. Jason commented on the costs and that Context will have an estimate at ATM with large contingencies.

Les commented on updating article 42. Will vote on article 42 and pass to the SB. The SB will vote and write a recommendation at their meeting on April 22.

The current police station is 4,600 sq feet.

Francie spoke and commented on article 42. Who is overseeing the funds and tracking. Value engineering is really cutting costs/saving funds per Larry. Costs are soaring. Could cut 1,000 or maybe 2,000 sq feet. Only plan to have 1 station to house apparatus and personnel. Do not have town water and require tenders. Have 30 per diem who cycle through the station. Acton has 4 stations and Westford has multiple stations.

Kristin asked for volunteers to help communicate to the Town. There were no immediate takers.

Site analysis:

Secondary sites: using maps, driving by and determined not to proceed.



Site evaluations summary

Summary and status of secondary sites considered

Did not pursue after initial investigation. No acquisition cost data available.

Map Key	Site	Background	Issues
#1	Campnelli Campus	Former Cisco Beaver Brook campus now Campanelli's "The Park" development.	Location considered too remote for fire station.
#5	Land behind new DPW 873 Mass Ave	Picnic Trust municipal land.	Steep grade at back of DPW. Concerns on Mass Ave sight lines for fire apparatus, and sharing steep DPW driveway.
#6	866 Mass Ave	Corner lot at Hughes Land and Mass Ave, across from new DPW.	Heavy ledge.
#8	Land adjoining Town Hall	Would require apparatus approaches from both Mass Ave and Middle Road, acquisition of all or portions of adjoining private residences.	Sharp dropoff from town hall parking lot to adjoining parcel not favorable for through-circulation of apparatus from Mass Ave. Overlapping protection zones of nearby PWS. Concerns expressed by Chief White.
#10	Land abutting old DPW (593 Mass Ave)	Wanted to see if feasible to make use of old DPW combined with adjoining parcel.	Wetlands and buffer zone issues reviewed by Town Planner. Appeared infeasible due to wetlands and limited upland.
#12	Land between Blanchard School and Sargent Library	Municipal Land (Hager)	Stream and wetlands issues; would require sharing Library driveway with emergency apparatus. Sight line issues.
#13	Hager Land	Municipal land behind Library.	Grade too steep; would require sharing Library driveway with emergency apparatus. Sight line issues.
#14	126 Mass Ave	Corner of Mass Ave and Summer Rd	Extensive wetlands.
#N/A	871 Mass Ave	Old Tree Masters site next to new DPW	1.9 acre lot too deep and narrow for apparatus movement. Better use for DPW truck and material storage. See minutes 1/31/2024.

Primary sites:



Status and projected acquisition costs primary selected sites, assumed closing in 2025

Assume nominal real estate price inflation:

3%

Site / map#	Background	Initial cost	Date	Est cost 2025	Notes on cost	Status	Other notes
Current site #11	Current site on Mass Ave of Fire station (#502) and Police station (#520).	N/A	N/A	Town owns	Town owns	For SNAG/SB, HKT developed conceptual design for combined public safety building in 2015 to meet space needs for both departments. HKT report noted concerns about wetlands, flood plain and soil conditions. Select Board requested additional funds under Article 36, 2016 ATM to evaluate, reduce costs. Article 36 failed.	Due to failure of Article 36 in 2016, Select Board formed BBC, with first priority to find a site for a fire station only. As of 2024, BBC re-examining feasibility of placing a fire station on the site.
72 Stow Road #9	Brought to BBC attention on 4/30/2019. Consensus to pursue/study.	\$ 850,000	2010	\$ 1,200,000	Town-owned on behalf of Housing Board. BHB must vote to release interest to the property for purposes other than affordable housing.	BBC voted 9-3 on Jan 31, 2024 to recommend for fire station site. Housing Board, Housing Trust, and Select Board have agreed on fair price per 2011 MOU.	Proceeds on "sale" to town go to BAHT. SB, BHB, BAHT have agreed on fair price per 2011 MOU. Town meeting will need to appropriate funds.
700 Mass Ave #7	Remainder of original town center proposed development now occupied by Enclave. Keith Lyons is representing the	\$ 2,000,000	2023	\$ 2,121,800	Pure guess on cost. Lyons stated property value is \$3M but would discount \$1M.	Site work has been done by Lyons, Several presentations for conceptual site plan by Dillis & Roy. Concerns expressed by BBC on Mass Ave sight lines, room for	Rough site plan has been shown to BBC for five-bay, 2-story 21,000 SF fire station. See Lyons letter 3/2/2023 and plan from Dillis and Roy. Less area than needed. Town Planner memo 1/28/2021 notes several issues with site. Appears to
700 Mass Ave #7	Remainder of original town center proposed development now occupied by Enclave. Keith Lyons is representing the site and has had several discussions with BBC.	\$ 2,000,000	2023	\$ 2,121,800	Pure guess on cost. Lyons stated property value is \$3M but would discount \$1M. Would make site "foundation-ready".	Site work has been done by Lyons, Several presentations for conceptual site plan by Dillis & Roy. Concerns expressed by BBC on Mass Ave sight lines, room for wells, septic system. Informal talk about a sale with "give-back" but town has not received a definitive offer for sale to town.	Rough site plan has been shown to BBC for five-bay, 2-story 21,000 SF fire station. See Lyons letter 3/2/2023 and plan from Dillis and Roy. Less area than needed. Town Planner memo 1/28/2021 notes several issues with site. Appears to be marginal for fit of a fire station, with no room for additional town facilities. Apparatus sight lines issues raised, unresolved, may require further study.



Assume nominal real estate price inflation:

3%

Site / map#	Background	Initial cost	Date	Est cost 2025	Notes on cost	Status	Other notes
1300 Mass Ave #3	Commercial property corner of Mass Ave and Burroughs Rd. BBC evaluated in 2019 for feasibility of converting to PS building.	\$2,523,000	2023	\$ 2,676,651	Cost est based on recorded conveyance cost from Bertech to new owner ABI trust August 2023	Ample room for all public safety needs and more, plus parking. Has two PWS on site. No recent contact with town.	Evaluation was conducted by HKT Architects and Pare Structural Engineers. Building is aging, needs renovation. WW system leach field to east on Mass Ave, nearing end of life. Possible wetland crossing to Mass Ave. May have to relocate PWS wells in parking lot.
975 Mass Ave #4	In 2017 BBC contracted Frank Vanzler for professional site construction preparation cost estimate for a one-story 20,000 SF fire station, and possible acquisition under article 3 of Dec 2017 STM. Article passed over.	\$ 100,000	2017	\$ 2,500,000	Noth side abuts town land (Picnic Trust and Steele Farm). Owned by Dee Bus in 2017. Nominal asking price in 2017. Current assessment is \$168,000. Key issue is cost of site prep due to ledge.	Article passed over due to high cost. Defer consideration, pending further study. Continue evaluation of other sites. See STM 17 presentation.	Would require extensive site work due to ledge. Vanzler estimated would add ~ \$2M to purchase price in 2019, estimated at about \$2.4M for 2025. See Vanzler spreadsheet.
1320 Mass Ave #2	Attempted negotiated acquisition	Nominal	2019	Unknown / Negotiable	Acquisition cost would be subject to future negotiations with town.	Site evaluated by Places Assoc for fire and police station. Would require relocation of existing PWS. Appeared feasible, no show-stoppers due to site constraints. No current activity. See Bill Murray (Places) mail 3/18/2019 and minutes of 4/30/2019.	Initially had potential to tie into (relocated) Lincoln Properties' PWS water and WW treatment. Would need to start new negotiation with Lincoln Properties.

Les suggested we vote the secondary sites as an entire group.

Priya moved that the secondary sites be removed and Bob seconded.

Fox-aye, Stemple-aye, Sundaram-aye, Murphy-aye, Grossman-aye, Fortmiller-aye, Kushner-aye, Lynch-aye, White-aye, Hilberg-aye.

Approved 10-0

Reviewed and discussed the next batch. Shawn would like a review of the 1320 site. There are wells on the site. Larry has the engineering study. Bryan recommended that relook at 1320 and should possibly use eminent domain.

Mark included 1320 which is part of the 1414 submittal, but no moves to date. Also supported eminent domain.

Hugh commented on the trade between land and the warehouses and keeping 1320. Need to talk to Lincoln properties. Larry commented that a large percent of the frontage is wet. Les reminded the committee that Lincoln properties originally volunteered to connect to their wastewater treatment and move the wells, but again was disbanded due to no support for zoning changes to permit warehouses.

Kristin suggested to include in article 42 property owned by Lincoln property including 1320.

Bob moved to not consider 1300 Mass Ave and Bryan seconded

Fortmiller-aye, White-aye, Lynch-aye, Fox-aye, Stemple-aye, Sundaram-aye, Murphy-aye, Grossman-aye, Kushner-aye, Hilberg-aye, Lynch-aye.



Approved 10-0

Bob moved to not continue with 975 Mass avenue and Priya seconded
Fortmiller-aye, White-abstain (abutter), Lynch-aye, Fox-aye, Stemple-aye, Sundaram-aye,
Murphy-aye, Grossman-aye, Kushner-aye, Hilberg-aye.
Approved 9-0-1

Analysis and consideration of sites. Fortmiller moved that we continue to review 1320 and
other Lincoln properties. Les offered friendly amendment to have TA and Lincoln engage with
owner. Amendment accepted.
. Mark seconded.

Fortmiller-aye, White-aye, Lynch-aye, Fox-aye, Stemple-aye, Sundaram-aye, Murphy-aye
Grossman-aye, Kushner-aye, Hilberg-aye
Approved 10-0

Reviewed slides put forward by Jason with goals



- Goal of this article, as drafted, and with proposed amendment: allow for continued momentum and progress to bring a final proposal for Town Meeting and Ballot Vote
 - A no vote would likely halt any forward progress due to funding until a future Town Meeting can be held
 - Station conditions are not getting any safer and deferred maintenance will need to be addressed
 - Cost of any future construction will continue to escalate
- Reminder that a preliminary cost estimate for a 24K sq. ft. fire station will be available before Annual Town Meeting per existing agreement with Context
- Original article was drafted to get through construction design phase on one site
 - Drafted after the 9-3 vote by the BBC
 - Discussion occurred at multiple Select Board and Finance Committee meetings



- Revised Article 42 accomplishes the following:
 - Allows for continued discussion on site of the building, including vetting sites that continue to come back into BBC discussion from members or through public comment
 - Lowers the current funding request (\$500K to \$250K) and pending discussion of the Finance Committee could remove any raise and appropriate amount
 - Allows for completion of a schematic design once Building Committee fully votes on site
 - Alternative site due diligence that is being requested will aide voters to further understand the process and allow for discussion and opinion when sites are eliminated from further discussion
 - Does not delay potential construction dates and still allows for a potential Fall Town Meeting vote
 - Removes Owner's Project Manager from funding request. Town would work directly with a designer and reduces number of tasks that could be undertaken
- 502 Mass Ave – Current Fire Station Site
 - Context to provide overlay of various size facilities on existing site and denote any limitations and any potential infringement on ability to perform future work at police station (agreed to perform this at no cost for initial discussion)
- 700 Mass Ave
 - Have a traffic safety engineer analyze egress from that site onto Mass Ave for emergency vehicles and provide their thoughts (coordinated through Town Planner)



The 502 Mass Ave. site would have no additional cost. The Town does not have a written cost for 700 Mass Ave. The Committee does not know if the site is still available. Toll brothers wanted to use 700 Mass Ave for main entrance, but not approved. Les believes that Mass DOT will only talk to a landowner. Ask Alec to review the process with Mass DOT and contact DOT for guidance. Larry indicated that traffic consultants could contact DOT. How much would it cost and how long would it take?

- Committee to take a position on amendment as it currently stands and/or provide feedback to build as much consensus on path forward, as possible
- Committee to take a position in terms of next steps on the current Fire Station location and at 700 Massachusetts Avenue (or propose additional items they'd like to see)

Topics for next meeting

- Update on work on select parcels discussed earlier
- Understanding of the size of the building, drivers behind the 24K sq. ft. currently being recommended, and votes on potential alternatives
- Understand cost implications (once available).
- Community Engagement

Hugh commented on cost of article 42 at ATM regarding what we need.

Back to the updated article 42 (as revised by Larry)

Participant review

Bryan commented that Westford used the consultant to provide communication to the Town.



Bob moved to approve the amended wording of article 42 and pass the revised language to the SB and Les seconded the motion.

Fortmiller-aye, White-aye, Fox-aye, Stemple-aye, Sundaram-aye, Murphy-aye, Grossman-aye, Lynch-aye, Kushner-aye, Hilberg-aye

Approved 10-0

Stow Road analysis/review was done by HKT and Context.

To see if the Town will vote to transfer from free cash the sum of Two Hundred and Fifty Thousand Dollars (\$250,000), more or less, for the purpose of procuring professional design services related to the design of a new fire station, or take any other action relative thereto.

Summary:

For over 15 years, the Town has studied the building needs of both the fire and police departments. The Town has determined the most pressing need is the Fire Station, for employee safety, meeting National Fire Protection Association (NFPA) standards and operational response & readiness reasons. For the past several years, the Boxborough Building Committee has studied numerous sites around Boxborough to build a new fire station or public safety facility. This funding allows for design work to bring forward plans for the Town to be able to make a well informed decision on a new fire station (expected at a Fall 2024 Town Meeting). Design scope of work and deliverables within this article are expected to more or less include developing, overseeing and coordinating the following:

- The Study will include Conceptual Design options for up to (4) locations, may include; a. the existing fire station site, b. 72 Stow Road, c. 700 Massachusetts Avenue and d. 1320 Massachusetts Avenue.
- The studies will include conceptual site plans, floor plans, and building elevations.
- Sustainability, resilience, and flexibility will be considered in all design options.

- Sustainability, resilience, and flexibility will be considered in all design options.
- Comprehensive Project Budgets will be developed for all viable site options, and will include all professional costs, building construction and site development, testing, furnishings, phasing options, moving expenses, equipment, demolition of old fire station, and project contingency. Life cycle and energy costs will also be considered.
- As required, geotechnical testing and bearing capacity analysis, testing of soils for percolation and water, vehicle turning movement analysis, and traffic impacts will be provided



Francie is concerned that Context is partial, but Larry indicated that he is on the committee. Context is professional.

John Markiewicz asked if the proposed costs will be presented at ATM. The plan is to have Context provide the numbers prior to ATM including large contingencies.

Diana asked about the 4 properties and if we should change "may" to "will".

Hugh commented that we are not sure about the Lincoln property. Could the article include "3 sites and may included 1320"? Mark commented on "may" that we would not have to expend funds if not viable. Kristin recommended that Diana attend the SB to bring up her concerns.

Correspondence from Hugh and Francie, and were the concerns covered? Hugh is ok. Francie is ok.

No new business

Meeting on April 23 at 7PM for next meeting.

Bob moved to adjourn and Mark seconded

Fox-aye, Stemple-aye, Grossman-aye, Fortmiller-aye, Lynch-aye, Sundaram-aye, Murphy-aye, White-aye, Kushner-aye, Hilberg-aye
Adjourned at 9:46PM

Documents used:

Article 42 of the Warrant

Minutes of April 10 BBC meeting

Fox summary of sites reviewed

Correspondence