



**Williamsburg Public Safety Complex Building Committee**  
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Meeting Minutes  
May 17, 2023  
via Zoom

Members present – Amy Bisbee; Jason Connell, Fire Chief; Mary Dudek; Dick Guzowski; Melinda McCall, alternate; Jean O’Neil; William Sayre; Denise Wickland, Chief of Police

Members absent – Dan Bonham; Dave Mathers; Robert Reinke, police officer; Daryl Springman, Deputy Fire Chief

Associated participants present– Kevin Chrobak, Juster Pope Frazier Architects; Robert Todisco, P3; Josh Connell, fire department; Paul Wetzel and Charles Dudek, Finance Committee; Dan Banister, Highway Superintendent; Neal Anderson, Mimi Kaplan, Adin Maynard, and Jim Piermarini, Energy committee;

Members of the public present – Andreas Schmid, Select Energy; Doc Pruyne, the Reminder; Robert LaPointe; James T.

Meeting was called to order at 6:00 pm.

1. Vote to approve minutes from April 13, 2023

Minutes were approved unanimously. Voice vote below.

Bisbee	Connell	Dudek	Guzowski	McCall	O’Neil	Sayre	Wickland
yes	yes	yes	yes	yes	yes	yes	yes

2. Next meeting date - discussion

06/07/23 was agreed upon as the next meeting date, with a possible brief meeting earlier if time sensitive change orders are ready for a vote.

### 3. Report from the Architect (JPF)

- The plans for the compressor for the radiant flooring were sent to Forish Construction to build into their construction plans.
- The rain gardens are being constructed now.
- Paving will be done by the end of June.
- The cost estimate for the new signage has come down from \$24,000 to \$18,500.
- An access panel to the attic area above the administrative area is being placed in the ceiling in the equipment bays. This plan eliminates any vapor barrier and insulation break in the administrative offices ceilings.
- The south wall of the sally port has dried out sufficiently to allow for the application of spray foam. An additional moisture test will be conducted behind the rim joists at the top of the sally port wall. A blower test could be scheduled some time this month.
- Downspouts, gutters, and scuppers will all be white. Trim colors are still to be decided. Mr. Chrobak shared an elevation of the building showing white trim. He feels that white is the best option because the lintels are proportionally large, and white fits in with other buildings in the town center. Once the pavement is in, there will be more contrast. Ms. O'Neil will make up a few color schemes to share at the next meeting.

### 4. Report from the Project Manager (P3)

An application has been filed and accepted for efficiency incentives from National Grid via Mass-Save. \$10,000 will be returned to the town, though not directly to the Public Safety project.

- There are a few small change orders pending, as well as the larger one for the back-up generator. The project budget still has a strong contingency fund balance of \$398,521 due to grant offsets.
- The change order for epoxy flooring now includes the sally port. The total cost has come down after a review requested by P3.
- Quote for an eyewash station and sink in the police department came in high. P3 has requested a review.
- The door between the equipment bays and the laundry room has to be replaced because it is too narrow for the selected gear washing machine. This will cost \$2,600.
- There has been a request for changes in the plantings adjacent to the building due to concern that shrubs will get too large and block the windows. However, some of the suggested replacements seem too small. Nick Dines will discuss options with the landscaper.

### 5. Solar PV Design – Andreas Schmid, Solect Energy

Select Energy is a private, non-profit, full-service company that designs systems, manages permitting, negotiates Power Purchase agreements and system purchases, and works with the installation contractor. Williamsburg is planning to join the consortium, and will therefore not require a Request for Proposals. Town Council is reviewing the contract, and it is moving forward.

Andreas Schmid presented three options, though the town is considering a combination of roof and canopy panels.

Roof only (full roof except the north slope):

- 67% of usage, 79.2 kW
- \$22,848 Yr. 1 of electricity value, \$524,251 Yr. 25 cumulative

Half Canopy over parking lot (west side):

- 63% of usage, 71.0 kW
- \$24,395 Yr. 1 electricity value, \$505,910 Yr. 25 cumulative

Full Canopy over parking lot:

- 127% of usage, 142.1 kW
- \$49,112 Yr. 1 electricity value, \$1,116,914 Yr. 25 cumulative

It is important to act quickly to submit an interconnection application to National Grid. There is very limited hosting capacity left on the grid, In these situations, a group study is often required. These typically take 12 to 18 months to complete, which would not work within the grant timeline. However, a group study has not yet been initiated, so it may be possible that a simpler “impact study” would be allowed. This type of study may cost \$9,000, but could allow for interconnection.

Sketches can be completed by July 1. Modifications can be made to the full canopy to allow more light into the building. Total height of the canopy is 17 feet with a 14 foot clearance. Soil tests to determine footings and depth need to be done soon.

Discussion followed: Concern was expressed about the aesthetics of the canopy, especially considering that the community voted to support the safety complex based on elevations drawings that did not include a solar canopy. In addition, a full canopy would obstruct fire department training plans. The canopy could be raised to improve fire department access, but that would add cost and be out of scale for the building. The building project has already been downsized, with the loss of a large meeting room and training grounds. There is a possibility that the adjacent green space could be used as a training ground. Another concern was the loss of parking spaces, but Mr. Schmid reported that posts would take just a corner of a few parking spaces, allowing for compact cars to park. Chief Connell also expressed concern about snow falling off of the

east roof, possibly obstructing a frequently used door. Chief Wickland expressed concern about the view of the entrance to the police department being obscured.

Discussion followed about the cost benefits to the town and the environmental benefits overall. The project is fully funded by the MVP grant, and having both a roof system and the full canopy could save the town 1.5 million dollars in energy costs over the life of the project. Building codes are about to become much more stringent in terms of energy, so these additions put the town ahead of the curve.

Mr. Schmid said that it would be possible to reduce the scale of the project once the interconnection application was accepted, but it would not be possible to scale it up. However, the full sized project might have higher fees.

A motion was made and approved unanimously to allow the town to enter a letter of intent with Solect Energy to enable Solect Energy to complete electrical engineering and to submit an interconnection application for a full canopy and roof system to National Grid, with the option to downsize in the future.

Bisbee	Connell	Dudek	Guzowski	McCall	O'Neil	Sayre	Wickland
yes	yes	yes	yes	yes	yes	yes	yes

A motion was made and approved unanimously to allow the town to enter into a development service agreement with Solect Energy for engineering services for a full canopy roof system, with the option to reduce the system at a later date.

Bisbee	Connell	Dudek	Guzowski	McCall	O'Neil	Sayre	Wickland
yes	yes	yes	yes	yes	yes	yes	yes

## 6. MVP newsletter, Jean O'Neal

A two-sided newsletter has been completed and is being mailed to every household in town. More outreach will be coming later.

Meeting was adjourned at 7:55.

## Documents used:

- WPS budget, 5/14/23 update
- WPS PCO log, 5/16/23 update
- elevation showing white trim
- Summary of solar options from Solect Energy
- Project financial pro formas for the three solar options

Respectfully submitted,  
Melinda McCall