



2025 School Building Committee Meeting Minutes

Monday, May 12, 2026 – 6:00 PM

Location: ZOOM remote meeting only

Committee Attendees:	Angela Thedinga, Chair	2025 Hingham School Building Committee
	Jim Cahill, Vice Chair	2025 Hingham School Building Committee
	Tom Donnelly	2025 Hingham School Building Committee
	Charles Hayes	2025 Hingham School Building Committee
	Shane Nolan	2025 Hingham School Building Committee
Central Office/Town:	Aisha Oppong	Executive Director, Hingham Public Schools
	Matthew Meehan	Facilities Director, Hingham Public Schools
	Patricia Burke	Sustainability Coordinator / Town of Hingham
	Kathryn Roberts	Superintendent of Schools
	Jen Benham	Hingham School Committee
	Steven Pohl	Hingham Advisory Committee
Design/OPM Team:	Ben Burnham	Hingham Advisory Committee
	Kevin Riordon	Dietz & Company – Architects / Designer
	Dani Garber-Letitia	Dietz & Company – Architects / Designer
	Tom Ellis	Jones Lang LaSalle Americas (JLL) / OPM
	Brendan Bovard	Jones Lang LaSalle Americas (JLL) / OPM

1. Call to Order

The meeting was called to order by the chair at 6:05 as a quorum was present. The meeting chair made the following statement:

“This meeting is being held remotely as an alternative means of public access pursuant to Chapter 2 of the Acts of 2025 and all other applicable laws temporarily amending certain provisions of the Open Meeting Law. You are hereby advised that this meeting and all communications during this meeting may be recorded by the Town of Hingham in accordance with the Open Meeting Law. If any participant wishes to record this meeting, please notify the chair at the start of the meeting in accordance with M.G.L. c. 30A, § 20(f) so that the chair may inform all other participants of said recording.”

Chair confirmed committee attendees with roll call:

- Jim Cahill – Present
- Tom Donnelly – Present
- Tom Fleck - Absent
- Charles Hayes – Present

- Brian Mukerin - Absent
- Shane Nolan – Absent [Joined during discussions of agenda item #3]
- Angela Thedinga – Present

2. Approval of Prior Meeting Minutes

Discussion: Minutes were presented for approval from the April 30, 2026 meeting.

Decision: Committee APPROVED meeting minutes via roll call vote:

Motion: Jim Cahill

Second: Charles Hayes

Roll Call Vote: Unanimously approved

3. Long-Term Master Plans for the High School, Plymouth River Elementary School, and South Elementary School

Discussion:

- Angela outlined the context for the agenda, focusing on master planning as it impacts decisions about roofing materials and HVAC system selection.
- Aisha Oppong provided detailed updates on building lifespans, funding requirements, and recent upgrades.
 - The plan is to retain the current buildings for at least 25–30 years.
 - MSBA-funded improvements (windows, doors, columns) at PRS require the Town to continue using these buildings as schools for at least 20 years
 - The same 20-year commitment will apply for each school that receives MSBA funding through the Accelerate Repair Program.
- Kathryn Roberts reported on the recent enrollment study, which indicates increasing enrollment

Questions:

- **Q1:** Angela Thedinga asked how far out the enrollment study projected.
A1: Kathryn Roberts explained the enrollment study covers ten years.
- **Q2:** Angela Thedinga asked if the increasing enrollments were still within capacity of schools.
A2: Kathryn Roberts answered that this is within the capacity of the schools. Foster School, for example, was sized for pre-pandemic enrollment and can absorb the additional students.
- **Q3:** Angela Thedinga asked if when making committee assumptions, should we use 25 years for all buildings, or consider 20 years the MSBA minimum?
A3: Jen Benham responded that 20–30 years is a broad range, but for financial assumptions, using 20 years is conservative and aligns with MSBA commitments.

- **Q4:** Shane Nolan asked if a new roof was put on, did that preclude replacing a school within the warranty period.
A4: Tom Ellis explained if the school is replaced earlier, MSBA simply reduces reimbursement by a prorated amount; the town would not need to repay the entire grant.

4. Plymouth River Elementary School and South Elementary School MSBA Roof Project Updates

a. Update on Current Conditions

Discussion:

- Aisha Oppong reported no major updates at this time.
- Assessments from recent roof testing are pending; discussion with consultants is scheduled for Friday 5/15.

5. Hingham High School MSBA Roof and HVAC Project Updates

a. To Discuss the High School Project Budget Update

Discussion:

- Tom Ellis presented the budget update incorporating the most recent budget incorporates approved ASRs and pending invoices.
- \$58,000 in invoices are pending for approval.

Questions:

- **Q1:** Angela Thedinga asked if the \$12,880 test well figure just a placeholder
A1: Tom Ellis replied that this value was included in the initial budget approval, however value has increased to the \$70,000 not-to-exceed budget as previously approved.
- **Q2:** Angela Thedinga questioned value for the accessibility compliance as approved.
A2: Brendan Bovard confirmed the full value is \$91,650 including the alternate scope. Budget document will be updated.

b. Heat Pump Design and Timeline for Relative Cost Assessments, Including Strategic Options for Selection of HVAC Systems

Discussion:

- Heat pump options have been sent to the estimator; life cycle cost analysis will require about 2–3 more weeks.
- Options should be ready for review prior to the June 9, 2026 meeting.

Questions:

- **Q1:** Angela Thedinga asked if once the pricing estimates are out, what is our committee's decision window before timelines are at risk?

- A2:** Tom Ellis explained there is some flexibility; decisions should aim to be completed by July 7, 2026, to avoid delays.
- **Q2:** Shane Nolan asked who is managing/pursuing the federal IRA funding for geothermal?
A2: Patricia Burke described the process—estimates can be gathered during design; financial offsets will be estimated but can only be claimed post-construction.
 - **Q3:** Angela Thedinga asked if we get the system estimates on June 9, is it reasonable to get National Grid and IRS incentive ballparks within two weeks [June 23]?
A3: Patricia Burke clarified yes, preliminary estimates can likely be delivered, but exact incentives require full designs.

Strategic Discussion:

- Angela outlined three scenarios for choosing between heat pump and like-for-like replacements, including consideration for if costs are similar but environmental values diverge.
- Tom Ellis and others discussed the technical and schedule ramifications of selecting different options and unbundling roof and HVAC decisions at town meetings.

Additional Questions:

- **Q4:** Angela Thedinga asked what additional funding/incentive programs should be considered?
A4: Patricia Burke mentioned Green Communities (currently not available), Climate Leaders designation, and state/federal representatives as potential funding sources.
- **Q5:** Angela Thedinga asked Tom if he would be to provide estimated MSBA reimbursement percentages for each heat pump option?
A5: Tom Ellis responded with the following points:
 - MSBA reimburses at a set percentage on eligible costs for the total project.
 - The same reimbursement percentage applies regardless of which heat pump system is selected
 - MSBA will need to review submitted design documents to determine which specific costs are eligible for reimbursement
 - Tom can help the committee understand the reimbursement structure and process, but exact eligible cost determination requires MSBA review
 - Committee should focus on total project cost minus anticipated funding sources (incentives, grants, MSBA reimbursement) to understand net town investment
 - Tom emphasized the importance of understanding both initial capital cost AND ongoing operational costs through lifecycle analysis

c. High School Roofing Project

Discussion:

- Kevin Riordon (Dietz & Co.) presented current roof conditions and proposed new systems.
- Discussed three types of existing roof constructions (concrete, metal, fiber deck) and areas with flat vs. sloped insulation.
 - 30-year PVC roofing is preferred; EPDM is less expensive but more prone to punctures.
 - Structural capacity for solar panels and code compliance implications where highlighted.

Questions:

- **Q1:** Tom Donnelly asked if all new roof options walkable?
A1: Kevin Riordon confirmed all options are walkable; PVC may be slipperier but can be textured.
- **Q2:** Angela Thedinga asked how drainage is improved with new design?
A2: Kevin Riordon explained increasing insulation pitch and drainage will address ponding issues.
- **Q3:** Angela Thedinga asked what the costs and implications of increasing roof slope and raising flashing height?
A3: Kevin Riordon responded to a higher slope and flashing added ~\$100/ft, but improved drainage and code compliance.
- **Q4:** Angela Thedinga asked if reinforcement for overstressed snow load areas is being addressed?
A4: Kevin Riordon said required structural reinforcements are included in the base estimate.

d. High School Geothermal Test Well Installation and Testing

Discussion:

- Testing is complete; report is expected within a week.
- Results will be sent to the geothermal consultant for review; final figures to inform well quantity/cost assumptions.
- No committee action required at this time.

e. “Like for Like” Existing HVAC Systems Replacement Costs

Discussion:

- Like-for-like replacement is being assessed at a design cost not to exceed \$55,000.
- Committee's funding scope pending confirmation from Town Council. If funds are ineligible for this purpose, proposal may be brought to the School Committee for consideration.
- Cost estimate to be available within a month after approval.

f. OPM/Energy Consulting Services

Discussion:

- Tom Ellis recommended engaging B2Q as an owner's energy/sustainability consultant for independent technical support.
- The consultant would help maximize funding, review designs, support life cycle analysis, and facilitate commissioning beyond MSBA requirements.
- Discussion clarified the role is supplemental—not duplicative—of design teamwork.

Questions:

- **Q1:** Aisha asked if B2Q consultant scope is duplicating the Dietz scope
A1: Tom Ellis explained this is for independent owner review, not duplicating Dietz's design services.

Action: Tom Ellis to solicit proposal from B2Q.

6. To Approve Invoices

Discussion: The following Dietz invoices were presented for approval

- Invoice 25007A-4 for \$11,325.90 (ASR03 Accessibility Review)
- Invoice 25007A-3 for \$7,772.89 (Basic Services, period ending 4/30/2026)
- Invoice 25007A-2 for \$39,734.53 (Basic Services, period ending 3/31/2026)

Decision: Committee APPROVED invoices via roll call vote:

Motion: Shane Nolan

Second: Jim Cahill

Roll Call Vote: Unanimously approved

- Gale Invoice for \$71,815

Decision: Committee APPROVED invoices via roll call vote.

Motion: Shane Nolan

Second: Jim Cahill

Roll Call Vote: Unanimously approved

Following discussion and voting on this item, Jim Cahill (Vice Chairman) departed the meeting.

7. 48 Hour Items

- Dietz's NTE Estimate of \$55,000 for Like-for-like HVAC assessment was received after the agenda was posted and introduced as a 48-hour item.

Questions:

- **Q1:** Shane Nolan asked what the \$55,000 for the like-for-like HVAC estimate included.
A1: Kevin Riordon clarified engineering, schematic design, and estimating for life-cycle analysis.

Decision: Committee APPROVED motion to approve NTE \$55,000 for a like-for-like assessment, contingent upon Town Council confirming this is an appropriate use of SBC funds. If Town Counsel advises that it is not, this vote will serve as a recommendation to the School Committee to fund the assessment.

Motion: Tom Donnelly

Second: Charlie Hayes

Roll Call Vote: Unanimously approved

- Aisha Oppong reported new information from MSBA: 36.89% is the reimbursement rate.
- Angela noted an invitation for the chair to present a project update to ADCOM on May 27. Aisha and others expressed concern about timing, given decisions and financial assessments are still pending. Steven Pohl thanked Aisha for raising her concern, and committed to bringing it to the Advisory Committee Chair, and would follow up after that discussion.

8. Next Meeting

- Next meeting is scheduled for May 26, 2026; primary agenda will cover accessibility improvements and geothermal test well results.
- June 9, 2026 identified as a key meeting for receiving initial estimates for the HVAC/roofing cost comparisons.
- Additional meetings may be scheduled as required for decision-making in June.

9. Adjourn

Decisions: After discussion of the agenda items, committee concluded the meeting at approximately 9:17 PM

Motion: Tom Donnelly

Second: Shane Nolan

Roll Call Vote: Unanimously approved

Recorded by Jones Lang LaSalle Americas, Inc. / Hingham High School ARP OPM

Committee approved minutes by unanimous vote during the May 26, 2026 meeting.