2025 School Building Committee Meeting Minutes

Tuesday, June 9, 2026 – 6:00 PM
Location: East Hearing Room, 3rd Floor, Town Hall, 210 Central St, Hingham, MA 02043 / Hybrid – Remote via Zoom

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
	Charlie 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
	Ben Burnham	Advisory Committee
	Steven Pohl	Advisory Committee
High School Design/OPM Team:	Tom Ellis	Jones Lang LaSalle Americas (JLL) / OPM
	Brendan Bovard	Jones Lang LaSalle Americas (JLL) / OPM
	Kevin Riordan	Dietz & Company – Architects / Designer
	Dani Garber-Letitia	Dietz & Company – Architects / Designer
	Mike Trzcinski	Hesnor Engineering / MEPFP Engineering
	Josh Doolittle	B2Q Energy Consultant
Plymouth River and South Elementary:	John Kurpeski	Gale Associates - Architects / Designer

1. **Call to Order**

   The meeting was called to order by the Chair at 6:05 PM. 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:

- Angela Thedinga – Present
- Jim Cahill – Present
- Tom Donnelly – Present
- Charlie Hayes – Present
- Shane Nolan – Present (Remote)
- Brian Mulkerrin – Absent

2. **Approval of Prior Meeting Minutes**

Discussion: Minutes were presented for approval from the May 26, 2026 meeting. Chair inquired if the committee had any comments – none were raised.

Decision: Committee APPROVED meeting minutes via roll call vote:

Motion: Tom Donnelly
Second: Jim Cahill
Roll Call Vote: Shane Nolan – Abstain; Charlie Hayes – Yes; Tom Donnelly – Yes; Angela Thedinga – Yes; Jim Cahill – Yes. Motion Passed.

3. **Committee Communications Update**

Advisory Committee (AdCom) Meeting – May 27, 2026:

- Key questions raised at the AdCom meeting included: what percentage of town emissions would be reduced by the project, the expected timeframe (30–40 years), and what risks are associated with a retrofit approach.
- Next AdCom meeting is scheduled for June 30, 2026.

School Committee Meeting – June 1, 2026:

- Topics discussed included potential construction disruptions and the operational planning timeline.

Community Communications Planning:

- Shane Nolan asked whether a website would be created to communicate project updates to the community.
- Jen Benham suggested using frequent Q&A updates linked to the town website to keep the public informed.

4. **Hingham High School MSBA Roof and HVAC Project Updates**

a. Review Initial Heat Pump Options and Rough Order of Magnitude (ROM) Costs – Dietz & Hesnor

Dietz & Company and Hesnor Engineering presented an updated Life Cycle Cost Analysis (LCCA) for the Hingham High School heat pump system. The presentation covered the existing facility conditions, heat pump system design criteria, system descriptions for each option, and an LCCA comparison.

Existing Facility / Background:

- In response to a comment of why the Hingham High School would require a fossil fuel boiler to provide backup heating for a heat pump system when the Foster ES did not require this, Kathryn Roberts noted that Foster School is a new building constructed to current energy codes requiring a well insulated building envelope. Due to older HHS envelope and the sprawling building volumes, the building would require significant electrical backup heating for the coldest Winter days with excessive associated costs which a boiler would help to balance at a much lower operating cost. Dietz will evaluate the existing generator to determine available capacity.
- Tom Ellis raised a question regarding whether the high school would be used as an emergency shelter, which would require additional generator load capacity. It was clarified that the cafeteria had previously been identified as a potential auxiliary shelter space. Unless identified by the Town in the basis of design criteria that the cafeteria would be used as a shelter, Summer cooling will not be planned for this space.

Summer Occupancy and Cooling:

- Angela Thedinga requested the school team to review summer occupancy assumptions.
- Dani Garber-Letitia presented a first-floor cooling plan covering the administration area, café, gym, auditorium, and classroom wings. For 100% summer use, the geothermal well field would need to increase by approximately 20%.
- Matt Meehan noted the school has been used infrequently for summer school over the last 10 years, partly due to the lack of air conditioning.
- Dani acknowledged the gap between the current model and the school's request, and the team will update the model based on Matt Meehan'srequest to update model for specific areas he identified, as that is the area the school would use. A two-week deadline was established to modify the LCCA to capture the variation between the classroom wing area included in the LCCAs and the classroom area requested by Matthew Meehan to be included. The final Study level LCCAs will require estimated incentives and rebates to allow for SBC decision-making.

Existing Boiler Status

- Matt Meehan noted that one of the existing boilers is struggling and is a concern for the school. The Town is working with a separate engineering team to reviewing condensing boilers to address the trouble boiler in the short term, with a temporary boiler as an alternate.

LCCA Scope:

- The LCCA includes all HVAC and geothermal work for Options 1 and 2.
- Angela Thedinga asked when pricing for additional items would be available. Tom Ellis confirmed final numbers will not be available until the Schematic Design (SD) submission package is completed.
- Kevin Riordon indicated the first round of estimating is anticipated for August.
- The presentation highlighted maintenance and replacement costs, as well as approximations of rebates and incentives for informational purposes. Patricia Burke will work with National Grid to obtain rebate estimates. Mike Hesnor will connect with Kevin Silvera (National Grid) to discuss heat pump options. Dani will provide Patricia with relevant

information to facilitate that introduction. B2Q is a service provider to National Grid and will assist in this effort.

Heat Pump Options – Summary:

Option 1 – 100% Ground Source (Geothermal):

- 160 wells (conservative estimate) at 600’ depth, majority located in the track infield. Information pending from Salas O’Brien.
- The geothermal test well was drilled to 600’ depth (@Foster well depth is 800’) and proved less efficient than projected.
- Groundwater encountered during drilling is more of a hard cost construction issue than a design consideration.

Option 2 – Hybrid (Ground Source + Air Source):

- Smaller well field – 120 wells (conservative estimate).
- This option involves more refrigerant use and requires roof structural reinforcement in some areas.
- Backup boilers are sized to connect to the existing generator to maintain 50°F during a power outage. There is no cooling during a power outage; the backup generator supports server rooms, freezers, etc.

Option 3 – Air Source:

- All equipment will be located on the roof.

Options 4 and 5:

- Energy recovery and code compliance will add complexity. Some incentives may be available, though not at the same level as other options. Hesnor estimates approximately one month to develop Options 4 and 5.
- Patricia Burke was designated to spearhead efforts to obtain estimates for incentives, with Dietz/Hesnor providing supporting information.

Backup Gas Boilers:

- The backup gas boilers (6M BTU, several smaller variable units) are common to all options.

Solar Considerations:

- Patricia Burke referenced MSBA criteria for solar feasibility, including orientation, shading, and flat roof availability.
- All aspects of solar need to be considered in decision-making – including modeled space and estimated costs. Study includes making the roof or part of the roof solar ready. Design and estimating for rooftop solar would be provided by the Town (Town’s separate solar designer)
- Solar design is not currently included in the LCCA model.

b. Heat Pump Options Decision Timeline

- Tom Ellis provided a decision timeline update:
  - Target date for heat pump option decision: June 23, 2026, with July 7, 2026 as a fallback meeting.

- Two weeks are needed from heat pump decision for finalization; July 7th is a fallback if needed.
- Design team requires several months to develop the package for the CM at Risk.
- CM RFP is targeted for early August.
- MSBA 3011 document: December 2026.
- MSBA decision expected in early 2027.
  Timing may be close relative to the next town meeting and the MSBA meeting schedule has not yet been published. If the town meeting occurs prior to MSBA board meeting, there is a possibility the town would need to vote contingent on MSBA approval.

The committee discussed whether heat pump selection could be made without full pricing for Options 4 and 5. This would allow selected heat pump option to progress into Schematic Design while pricing for like-for-like options is developed. The committee agreed to target June 23rd for a decision, given key information is available.

- National Grid confirmation of incentives: B2Q indicated that 2 weeks is optimistic for National Grid to confirm incentives.

c. Roof Update

- Dietz is pushing consultants to get final reports submitted. Roof consultant is working on slope layout, including adding 3" of insulation and slope to the roof.
- Dani Garber-Letitia confirmed that ROM pricing for roof options is being developed to plug into the overall project budget. Structural assessment for the roof will not occur until after the heat pump system is selected.
- Options 4 and 5 would both require additional rooftop units for unit ventilators. All options add weight to the roof. A reversible chiller will be mounted at grade and is common to all options.

d. CM at Risk Procurement and Timeline

- Tom Ellis provided an update on the CM at Risk Request for Qualifications (RFQ). The notice will be published in the Central Register this week, with the notice appearing next week. The RFQ is the first phase of a qualification-based two-phased selection process. Four weeks are anticipated for responses.
- The goal is to solicit qualifications from at least 6 to 8 firms, with all qualified firms allowed to submit proposals during the Request for Proposal (RFP) second phase solicitation.
- Vendors are allowed to respond to the RFP to provide a fee proposal to the RFP solicitation.
- Matt Meehan expressed concern over the time to get the CM at Risk firm engaged , given that a full cost estimate would likely not be available until approximately October. Tom Ellis committed to compressing the procurement schedule to get the CM selected and on board as soon as possible.
- Angela Thedinga asked whether the CM at Risk subcommittee qualifies under Open Meeting Law. Aisha Oppong will confirm.

e. JLL CMAR Additional Services Proposal

Discussion: Tom Ellis presented a letter and scope of services for the JLL CM at Risk additional services proposal dated June 9, 2026, covering the CM RFQ and RFP process. The proposal includes an anticipated schedule and labor breakdown for OPM services in support of the CM solicitation as well as engage the use of Project Dog, as a vendor to JLL, for management of the CM solicitation process. Aisha Oppong requested an example copy of the CMR contract for Hingham's legal counsel to review. Tom Ellis noted that MSBA does not have a standard CMAR construction contract. He noted that Hingham will need to provide a CM contract during the solicitation process which will be included in the RFP phase and that JLL can assist in the development of this contract form with Town Counsel. The Committee reviewed the proposal as presented for the CMR RFQ & RFP phases only for the electronic bidding vendor (Projectdog) services in the amount of $1,309 plus the JLL fee for CM Solicitation Services in the amount of $47,124, which totals $48,433.

Decision: Committee APPROVED JLL CMAR Additional Services Proposal ($48,433) via roll call vote:

> **Motion:** Tom Donnelly
> **Second:** Charlie Hayes
> **Roll Call Vote:** Jim Cahill – Yes; Tom Donnelly – Yes; Charlie Hayes – Yes; Shane Nolan – Yes; Angela Thedinga – Yes. Unanimously approved.

5. **Plymouth River Elementary School and South Elementary School MSBA Roof Project Updates**

a. Roof Conditions Update / Structural Plans for Plymouth River Elementary (PRS)

- The team provided an update on updated structural plans for Plymouth River Elementary School.
- Gale Associates provided estimate for additional scope of work totaling $60,000 for repeat PRS load calculations based on experienced snow load exceeding code, to further evaluate the yellow areas of the South Elementary roofs, and to provide cost estimates to remediate any areas that require reinforcement.
- A question was raised as to whether the building is in a historic district. A quick Massachusetts Online database check did not identify it as such.
- Discussion regarding roof detailing with asphalt shingles and additional vents: risks of inadequate ventilation can result in performance issues. Further details are available in the deck and images shared by the design team.

Decision: Committee APPROVED Gale Associates additional structural evaluation design services, not to exceed $60,000, via roll call vote:

> **Motion:** Jim Cahill
> **Second:** (seconder not identified)
> **Roll Call Vote:** Jim Cahill – Yes; Tom Donnelly – Yes; Charlie Hayes – Yes; Shane Nolan – Yes; Angela Thedinga – Yes. Unanimously approved.

P3 will follow up with a schedule update. The June 23rd meeting may not have this information available; it may be pushed one week. The roof package may be ready; the structural analysis will likely require additional time.

b. Roof System Options

- Roof system options discussion is ongoing. Refer to presentation materials and meeting recording for additional details.

6. Approve Invoice(s)

JLL Invoice – April 2026 ($21,685):
Discussion: JLL invoice in the amount of $21,685 for April was presented for approval.
Decision: Committee APPROVED JLL invoice via roll call vote:

> **Motion:** Jim Cahill
> **Second:** (seconder not identified)
> **Roll Call Vote:** Jim Cahill – Yes; Tom Donnelly – Yes; Charlie Hayes – Yes; Shane Nolan – Yes; Angela Thedinga – Yes. Unanimously approved.

P3 Invoice:
Discussion: P3 invoice #2 for $2,000 was presented for approval.
Decision: Committee APPROVED P3 invoice via roll call vote:

> **Motion:** Jim Cahill
> **Second:** Charlie Hayes
> **Roll Call Vote:** Jim Cahill – Yes; Tom Donnelly – Yes; Charlie Hayes – Yes; Shane Nolan – Yes; Angela Thedinga – Yes. Unanimously approved.

7. 48-Hour Items

- Like-for-like assessment (ASR-05) in the amount of $70,700 is up for approval at the next meeting.

8. Next Meeting Date(s)

- June 23, 2026 – Topics: Plymouth River and South Elementary Roof updates, updated LCCA, incentive/rebate information.
- August 18, 2026
- Additional meeting may be required between these dates.

9. Adjourn

Decision: After discussion of all agenda items, the committee concluded the meeting at 9:08 PM.

> **Motion:** Jim Cahill
> **Second:** Tom Donnelly

Committee approved minutes during the July 14, 2026 meeting.
Recorded by Jones Lang LaSalle Americas, Inc. / Hingham High School ARP OPM