



2025 School Building Committee Meeting Minutes

Tuesday, August 11, 2026 – 7:00 PM

Location: Remote via Zoom

Committee Attendees:	Angela Thedinga, Chair	2025 Hingham School Building Committee
	Jim Cahill, Vice Chair	2025 Hingham School Building Committee
	Charlie Hayes	2025 Hingham School Building Committee
	Brian Mulkerrin	2025 Hingham School Building Committee
	Jen Benham	2025 Hingham School Building Committee
Central Office/Town:	Aisha Oppong	Executive Director, Hingham Public Schools
	Matthew Meehan	Facilities Director, Hingham Public Schools
	Kathryn Roberts	Superintendent of Schools
	Steven Pohl	Advisory Committee
	Patricia Burke	Sustainability Coordinator, Town of Hingham
High School Design/OPM Team:	Tom Ellis	Jones Lang LaSalle Americas (JLL) / OPM
	Brendan Bovard	Jones Lang LaSalle Americas (JLL) / OPM
	Kevin Riordon	Dietz & Company – Architects / Designer
	Mike Trzcinski	Hesnor Engineering / MEPFP Engineering
Plymouth River and South Elementary:	Robert Todisco	P3 Project Planning Professionals / OPM
	John Kurpeski	Gale Associates – Architects / Designer
	Brian Neely	Gale Associates – Architects / Designer

Call to Order

The meeting was called to order by the Chair at 7:06 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.”

The Chair confirmed the meeting was being recorded for note-taking purposes and asked if any other participants were recording. Hearing none, the Chair proceeded.

Chair confirmed committee attendees with roll call:

- **Jen Benham** – Present
- **Jim Cahill** – Present
- **Tom Donnelly** – Absent
- **Charlie Hayes** – Present
- **Brian Mulkerrin** – Present
- **Shane Nolan** – Absent
- **Angela Thedinga** – Present

1. Approval of Prior Meeting Minutes

Discussion:

Minutes were presented for approval from July 14, 2026, and July 20, 2026, meetings. The Chair inquired if the committee had any comments.

- Angela Thedinga noted a minor factual correction to the July 14, 2026, minutes: the roof collapse at Plymouth River Elementary School (PRS) occurred in 2015, not 2018 as stated in the draft minutes.

Decision:

Committee APPROVED July 14, 2026, minutes (as amended) and July 20, 2026, minutes via roll call vote:

- Motion: Charlie Hayes
- Second: Jim Cahill
- Roll Call Vote: Jen Benham – Yes; Jim Cahill – Yes; Charlie Hayes – Yes; Brian Mulkerrin – Yes; Angela Thedinga – Yes.

2. To approve invoice(s):

a. Dietz Invoice 11 (Base Scope) – \$65,866.11

Discussion:

- Brendan Bovard shared the invoice on screen and confirmed he had reviewed it against contract values and signed off.
- The invoice covered services rendered through July 31, 2026, for the base scope of work.
- Angela Thedinga raised a question regarding the percent-complete figures shown for certain tasks:
 - The heat pump options task was shown as 24% complete, which she found surprisingly low given the project was nearly finished with those options at the end of July.
 - The schematic design task was shown as 47% complete, which she felt was high given the Committee had not yet voted on a preferred option at that time.
- Kevin Riordon (Dietz) responded:
 - The investigation phase should be nearly wrapped up, with a draft existing condition report complete.
 - The heat pump options analysis was essentially done, and he agreed the 24% figure seemed low; he expected it to be further along.
 - Regarding schematic design progress: the roofing and accessibility schematic designs were well underway prior to the Committee's vote. The ground-source heat pump schematic design was moving quickly and needed to be completed within four weeks, even though deliverables were not yet finalized.

Decision:

Committee APPROVED Dietz Invoice #11 for services rendered through July 31, 2026, via roll call vote:

- Motion: Jim Cahill
- Second: Brian Mulkerrin
- Roll Call Vote: Jen Benham – Yes; Jim Cahill – Yes; Charlie Hayes – Yes; Brian Mulkerrin – Yes; Angela Thedinga – Yes.

b. Dietz Invoice #12 (Additional Services) – \$65,297.50

Discussion:

- Brendan Bovard confirmed he had added his signature to the invoice.
- Kevin Riordon provided a walkthrough of the percent-complete figures for additional service tasks:
 - Site survey: Over 30% complete; a draft was submitted a couple of weeks ago. The surveyor is still waiting to locate underground utility lines and property markers and is moving slower than hoped.

- Test boring: Should be 100% complete (Kevin indicated he would verify the percentage shown).
- Accessibility review: 36% complete; well underway as part of the schematic design.
- Variance requests: Not yet started; part of the accessibility review scope.
- Sampling and testing: Asbestos testing in relation to accessibility conditions.
- Boiler replacement option: Essentially complete; findings will be presented later in the meeting.

Decision:

Committee APPROVED Dietz Invoice #12 for additional services via roll call vote:

- Motion: Brian Mulkerrin
- Second: Charlie Hayes
- Roll Call Vote: Jen Benham – Yes; Jim Cahill – Yes; Charlie Hayes – Yes; Brian Mulkerrin – Yes; Angela Thedinga – Yes.

The Chair confirmed there were no additional Dietz invoices for this meeting.

c. P3 Invoice #4 – \$6,000 (dated July 30, 2026)

Discussion:

- The invoice was for OPM services related to the Plymouth River and South Elementary School projects.

Decision:

Committee APPROVED P3 Invoice #4 via roll call vote:

- Motion: Jim Cahill
- Second: Charlie Hayes
- Roll Call Vote: Jen Benham – Yes; Jim Cahill – Yes; Charlie Hayes – Yes; Brian Mulkerrin – Yes; Angela Thedinga – Yes.

3. Committee Communications Update:

The Chair provided several updates on Committee communications and upcoming milestones:

Select Board Special Town Meeting Date Approval

- The Select Board has approved a Special Town Meeting for Thursday, October 29, 2026
- This is the day after the MSBA Board meeting scheduled for October 28, 2026.
- The Select Board also voted to have a town-specific ballot for any voting items related to the Committee's warrant articles (i.e., not on the State ballot on November 3). This affords the town flexibility in scheduling and managing the project-related votes.

School Committee Approval Requirement

- The School Committee will need to approve the schematic design submission for the High School project before it is submitted to MSBA.
- There is a signature line for the Chair of the School Committee on the MSBA submission documents.
- The School Committee is considering joining the Committee's August 18, 2026 meeting to listen to the presentation and discussion, and would then vote on August 19, 2026 to approve (or not approve) what the School Building Committee votes on August 18.
- Jen Benham (School Committee Chair) clarified that she is putting out the invitation to School Committee members in case they are interested in attending, though she does not yet know how many will be able to join.

School Committee Meeting and Joint Presentation

- The School Committee will meet on August 17, 2026.
- The School Building Committee will meet on August 18, 2026.
- Aisha Oppong asked whether the School Building Committee would be invited to present at the School Committee's August 17 meeting. Jen Benham confirmed the plan:

- The School Committee will meet on August 17.
 - The School Building Committee will meet on August 18 and vote.
 - School Committee members may attend the August 18 School Building Committee meeting to hear updates.
 - The School Committee will then hold its own vote on August 19 after having the benefit of the August 18 information.
- Angela Thedinga and Jim Cahill offered to attend the School Committee's August 17 meeting to provide context and answer questions in advance of the School Committee's August 19 vote, if helpful.

Advisory Committee (AdCom) August 18 Meeting

- AdCom has August 18, 2026, at 7:00 PM blocked on their calendar.
- The Chair noted that the Committee may want to discuss at the end of tonight's meeting whether it would be helpful to invite AdCom to a joint meeting on August 18 to hear their questions and feedback before the Committee votes, or to invite them to a later meeting.
- The Chair indicated this topic would be revisited at the end of the meeting after the Committee had reviewed tonight's presentations.

Insurance Options Review

- Katie Dugan (Town) is evaluating insurance options for the projects.
- She will not be available for the Committee's next meeting (August 18), but will attend a September meeting to share her findings, present recommendations, and answer questions about coverage in different scenarios.

Harbor Media Public Outreach

- Superintendent Kathryn Roberts, Matthew Meehan, and Aisha Oppong have been working with Harbor Media on public outreach and communications.
- Filming has already started.
- Jen Benham and Angela Thedinga are scheduled to participate in upcoming media sessions.
- The outreach will include staggered releases of informational videos mid-month, inclusion in back-to-school newsletters, project-specific newsletters, open houses, zoom information sessions, and outreach at venues such as the farmer's market and senior center (like the approach used for the Foster Elementary School project).
- Information is being developed and will be filled in with more specifics on project costs as they become available.

4. Hingham High School MSBA Roof and HVAC Project:

a. Updated Life Cycle Cost Analysis (LCCA) – Options 4 and 5

Kevin Riordon shared his screen and presented an updated Life Cycle Cost Analysis (LCCA) that now includes Option 4 (in-kind boiler replacement with existing cooling) and Option 5 (in-kind boiler replacement with full building cooling).

Overview of All Five HVAC Options:

- Option 1: Ground-source heat pump system (geothermal well field with the most wells).
- Option 2: Hybrid ground-source and air-source heat pump system (fewer geothermal wells than Option 1).
- Option 3: Air-source heat pump system (no geothermal wells).
- Option 4: In-kind boiler replacement with cooling to match the building's current limited cooling (approximately 25% of the building).
- Option 5: In-kind boiler replacement with full building cooling (matching the cooling scope required by MSBA for the heat pump options).

Life Cycle Cost Analysis – Detailed Breakdown:

Kevin presented the updated LCCA table, which included backup documentation (equipment lists and cost estimates) provided as PDFs and Excel files in the pre-read materials.

Key Cost Categories and Results:

1. Averaged Total Estimated HVAC-Only Cost (First Cost, No Incentives):

- This is the baseline construction cost for the HVAC system and related work, including:
 - HVAC equipment and installation
 - Roof structure premiums (reinforcement to support new rooftop equipment)
 - Electrical upgrades
- Option 1 (Ground-Source Heat Pump): Approximately \$46 million (highest first cost due to geothermal well field).
- Option 2 (Hybrid): Approximately \$36 million.
- Option 3 (Air-Source Heat Pump): Approximately \$32 million (lowest first cost among heat pump options).
- Option 4 (Boiler + Existing Cooling): Approximately \$23.5 million.
- Option 5 (Boiler + Full Cooling): Approximately \$25 million (higher than Option 4 due to full cooling system and electrical service upgrade).

2. Incentives, Rebates, and Reimbursements Applied:

- National Grid Incentive: Applied to heat pump options and Option 5 (full cooling). Confirmed by Patricia Burke (National Grid) and Josh Doolittle (B2Q Energy Consultant).
- Option 5 received a \$456,000 National Grid incentive (\$1,000 per ton x 456 tons), confirmed the day of the meeting.
- MSBA Reimbursement (36.89%): Applied to the heat pump options (Options 1, 2, 3) only. MSBA does not reimburse boiler replacements.
- IRA Geothermal Tax Credit (34%): Applied only to the eligible geothermal system cost in Option 1, amounting to approximately \$11 million in tax credits.

3. Total Initial Cost with Incentives, Rebates, and Tax Credits:

After applying all available incentives, rebates, MSBA reimbursement, and tax credits, the estimated initial project cost for each option is:

- Option 1 (Ground-Source Heat Pump): Approximately \$15.1 million (lowest initial cost after incentives).
- Option 2 (Hybrid): Approximately \$19 million.
- Option 3 (Air-Source Heat Pump): Approximately \$20 million.
- Option 4 (Boiler + Existing Cooling): Approximately \$23.5 million (no incentives or MSBA reimbursement; higher than all heat pump options after incentives).
- Option 5 (Boiler + Full Cooling): Approximately \$24.5 million.

4. Total Present Value Life Cycle Cost of Ownership (40 Years):

- Option 1 (Ground-Source Heat Pump): Approximately \$30 million (lowest life cycle cost).
- Option 2 (Hybrid): Approximately \$36 million.
- Option 3 (Air-Source Heat Pump): Approximately \$38 million.
- Option 4 (Boiler + Existing Cooling): Approximately \$43 million.
- Option 5 (Boiler + Full Cooling): Approximately \$48.6 million (highest life cycle cost).

Kevin emphasized that Option 1 (ground-source heat pump) is the least expensive option when considering the full financial picture over the 40-year life cycle, assuming all incentives and tax credits are realized.

Discussion:

Brian Mulkerrin's Question: Asked why Option 4 costs \$23.5M if described as "in-kind boiler replacement" when two boilers were estimated at only \$2-2.5M total.

Kevin Riordon & Matt Meehan's Response: Clarified Option 4 is a complete HVAC system replacement, not just boilers. The 27+ year-old equipment is beyond its useful life (25-year max). Scope includes:

- Four new high-efficiency boilers (\$829K total, 12M BTUs)
- All rooftop units (RTUs) and DOAS units
- Chiller replacement (current unit at 50% capacity)
- Full ventilation system upgrade to current code with energy recovery
- Controls, piping, and ductwork replacement
- Committee requested to retitle options for clarity:
- **Option 4:** In-Kind Replacement of Entire HVAC System (Heating, Ventilation, Existing Cooling)
- **Option 5:** In-Kind Replacement of Entire HVAC System (Heating, Ventilation, Full Cooling)

b. Project Schedule and Updates:

800-Foot Test Well Proposal:

- Geothermal consultant requests approval for 800-foot test well to verify well field design before construction
- Committee agreed to add to August 18, 2026, agenda for review and approval

MAAB (Accessibility) Upgrades:

- Design team working with school staff on detailed MAAB upgrade requirements
- Kevin indicated team is progressing well
- Angela Thedinga asked when MAAB summary and variance application would be presented
- Kevin responded: not ready by August 18, will present at following meeting
- Brendan Bovard clarified goal: complete variance application process to identify costs for work not granted variances before finalizing budget

CMAR Selection Process:

- Review committee assessing CM firm qualifications
- Committee meeting scheduled Monday, August 19, 2026, to score qualifications
- Timeline pushed from August 15 to week of August 19 (not on critical path)

Project Schedule:

- Tom Ellis presented updated Microsoft Project schedule
- Design team successfully realigned to December 10, 2026, MSBA submission target
- **Key Dates:**
 - CM@R RFP Distribution: Monday, August 19, 2026
 - Schematic Design Submission to MSBA: Thursday, December 10, 2026
 - MSBA Board Review: February 2027

5. Plymouth River and South Elementary School MSBA Projects

The Chair indicated the Committee would review South Elementary School first, followed by Plymouth River Elementary School.

a. South Elementary School – Schematic Design and Budget Review

Scope Overview:

Roof Systems:

- Replacement of steep slope roofs with standing seam metal roof (alternate: simulated standing seam PVC - deduct).
- Replacement of low slope roofs with 80 mil PVC roof (alternate: 60 mil PVC - deduct).

Related Work:

- Rising wall masonry: 100% repointing of brick masonry (~1,500 SF).
- MAAB accessibility upgrades: Site and interior improvements per Appendix requirements.

- Hazardous materials: Lead paint identified on roof trusses; allowance for potential asbestos behind rising walls.

Budget Summary:

Robert Todisco presented the MSBA Form 3011:

- Total Construction Cost: \$6,989,885
- Total Project Budget: \$7,893,585
- Estimated MSBA Grant (36.89%): \$2,911,944
- Total Project Budget with Contingencies: ~\$8,278,000
- Estimated Town Contribution: ~\$5,366,000
- 10% design contingency embedded in estimate (will be reduced to ~5% as design develops).
- 5% construction contingency and 0.5% owner's contingency per MSBA requirements.
- MSBA will flag ineligible costs (e.g., masonry cleaning, copper flashings) during review.

Discussion:

Angela Thedinga:

- Noted the 2025 Town Warrant estimated the project at ~\$5.4 million; current estimate is \$7.8–8.3 million (increase of \$2.4–2.9 million).
- Requested breakdown of cost drivers: MAAB accessibility work, structural work, and other factors.

John Kurpeski and Robert Todisco:

- Increase is likely due to: MAAB accessibility work (now fully scoped), structural reinforcement, standing seam metal roof, masonry repointing, and detailed scope development vs. preliminary square-foot estimates.
- Agreed to provide detailed cost breakdown showing contributions from each scope element.

Brian Neely:

- Noted Gale has requested clarification from estimator on general conditions and other items; updated breakdown will be provided.

Angela Thedinga:

- Asked how \$50,000 hazmat monitoring budget was estimated and what it assumes.

John Kurpeski:

- Confirmed lead paint on trusses; allowance for potential asbestos behind rising walls (not yet tested). Budget covers DEP-required monitoring during construction if abatement occurs.

b. Plymouth River Elementary School – Schematic Design and Budget Review

Roof Systems:

- Replacement of low slope roofs with 80 mil PVC roof (alternate: 60 mil PVC - deduct).
- Replacement of steep slope roofs with simulated standing seam PVC roof (alternate: gravel surface modified bitumen - deduct).

Major Work:

- 100% deck replacement: Required due to cementitious wood fiber deck material and increased snow drift loads per current code. Only main entrance canopy portion excluded.
- Structural framing augmentation: Extensive reinforcement of steel trusses and joists throughout building to meet current snow load requirements. Color-coded plan and structural augmentation plan provided in Appendix F.
- Rising wall masonry: 100% repointing and masonry cleaning (cleaning likely not MSBA-reimbursable).
- MAAB accessibility upgrades: Site and interior improvements per Appendix E.
- Hazardous materials: Asbestos in roof mastic, flashing, and caulking; lead paint on trusses and structural members. Abatement and monitoring required.

Budget Summary:

Robert Todisco presented the MSBA Form 3011:

- Total Construction Cost: \$10,647,095
- Total Project Budget: \$12,008,695
- Estimated MSBA Grant (36.89%): \$4,429,607
- Total Project Budget with Contingencies: ~\$12,594,000
- Estimated Town Contribution: ~\$8,164,000

Notes:

- 10% design contingency embedded (will be reduced as design develops).
- Significant cost drivers: 100% deck replacement and extensive structural augmentation.

Discussion:**Angela Thedinga:**

- Noted 2025 Town Warrant estimated project at ~\$6.9 million; current estimate is \$12.0–12.6 million (increase of \$5.1–5.7 million, nearly double).
- Requested breakdown showing cost contributions from deck replacement, structural work, MAAB work, hazmat, and other factors.

John Kurpeski and Robert Todisco:

- Primary cost drivers:
 1. 100% deck replacement (likely not included in original estimate).
 2. Extensive structural framing augmentation to meet current snow load code requirements.
 3. MAAB accessibility work (now fully scoped).
 4. Hazardous materials abatement (asbestos and lead paint).
 5. Masonry repointing and detailed scope development.
- Structural work is required by current building code when roof is replaced.

Charlie Hayes:

- Asked whether structural work is code-required or recommended best practice.
- Expressed concern about cost increase and town support.

John Kurpeski:

- Confirmed structural work is code-required to meet current snow load requirements.
- Gale will work with MSBA to confirm eligible vs. ineligible scope.

Jim Cahill:

- Asked whether Committee should request independent structural review to validate findings.

John Kurpeski:

- Noted Gale's structural engineer is licensed PE who conducted thorough analysis.
- Independent peer review could be conducted if Committee desires, though would add time and cost.

Charlie Hayes:

- Asked whether masonry cleaning could be removed to reduce costs.

John Kurpeski:

- Confirmed masonry cleaning could be removed or made an add alternate; likely \$50,000–\$100,000 (will confirm).

Committee:

- Agreed to review cost breakdown and discuss peer review option at future meeting once detailed analysis is available.

c. Next Steps and Timeline

1. Cost estimate refinement with detailed breakdowns for Committee review.

2. Committee review and approval
3. Town Meeting warrant articles for October 29, 2026 Special Town Meeting:
 - o South Elementary: ~\$8.3M total / ~\$5.4M net town appropriation
 - o Plymouth River: ~\$12.6M total / ~\$8.2M net town appropriation
4. Public outreach and communication to begin immediately given cost increases.

6. 48-Hour Item

Discussion:

The Chair explained this item was added within 48 hours of the meeting and pertained to inviting the Advisory Committee (AdCom) to attend the Committee's August 18, 2026, meeting to hear the High School project presentation.

Committee Discussion:

Committee members expressed support for inviting AdCom to the August 18 meeting to hear the High School schematic design and budget presentation (including all five HVAC options with updated LCCA) before the School Building Committee votes on the schematic design submission to MSBA.

Brian Mulkerrin suggested providing AdCom with pre-read materials (schematic design report, updated LCCA, budget summary) by Friday, August 15, 2026, to allow time for review. Jen Benham noted the School Committee also plans to attend the August 18 meeting (or portion thereof) before their August 19 vote.

Angela Thedinga confirmed she would reach out to AdCom to extend the invitation and coordinate logistics.

5. Next Meeting Dates

Discussion:

The Committee confirmed the following upcoming meetings:

1. August 18, 2026, at 7:00 PM (Remote via Zoom):
 - o South and Plymouth River Elementary Schools schematic design review and approval.
 - o High School schematic design presentation and vote.
 - o 800-foot test well proposal discussion and vote (if ready).
 - o Advisory Committee and School Committee members invited to attend.
2. September 2026 (Date TBD):
 - o Insurance options review (Katie Dugan).
 - o MAAB variance review (if ready).

The Committee agreed to finalize the September meeting date at the August 18 meeting.

8. Adjourn

Motion to Adjourn:

- Motion: Charlie Hayes
- Second: Jen Benham
- Roll Call Vote: Jen Benham – Yes; Jim Cahill – Yes; Charlie Hayes – Yes; Brian Mulkerrin – Yes; Angela Thedinga – Yes.

*Recorded by Jones Lang LaSalle Americas, Inc. / Hingham High School ARP OPM
Committee approved minutes during the September 15, 2026 meeting*