DPW Facility Workgroup

July 15, 2026

The meeting was called to order at the DPW – 120 High Range Road at 5:01pm.

In attendance:

James Danis	Michael Richard – Weston & Sampson
Tony DeFrancesco	Mohammed Aljuboori - PMA
Kirsten Hildonen	Rob Collins - PMA
Bob Slater	Brian DeFilippis - PMA
JR Valente	Yaneliz Garcia Ruiz - PMA

Kirsten made a motion to approve the minutes from the May 13, 2026, meeting. Tony seconded the motion.

Old Home Day

- Provide an informational presentation.
- Posters that can be used at Old Home Day and possibly be put up around Town. The posters should be simple.
- Possible poster: pictures of our trucks that have been stored outside next to trucks from Rochester that have been stored indoors.
- Provide drone pictures of the existing DPW facility.
- Need to highlight the issues that are current to get attention. Use photos to show disrepair.
- 2 monitors will be used during the event.
- Promotional items & raffle for a ride to school in a DPW vehicle.

Public Outreach and Education

- An information page needs to be circulated to the public.
- The project should be layered. All the information can't be released at once. The information must be rolled out differently than the Reverend Morrison Meeting House. It should be patterned after the school district office project.
- It is most important to highlight the current conditions. Also, show what will happen if conditions don't change.

- Must show the public that there will be significant savings with a responsible investment.
- PMA put together a website for the project. It will show "What does the DPW do?" Shows that the level of service depends on how we maintain our assets.
- Why now for this project? The current facility is at the end of its life cycle. We have upgraded equipment that we need to protect.
- Existing conditions include - Environmental, Health, Life & Safety.
- An open house is being planned for the Fall. This will allow residents to come to the DPW facility to see it firsthand.
- The Household Hazardous Waste collection will be held at 120 High Range Road on November 21st.

James motioned to adjourn the meeting. JR seconded the motion. All in favor.

The meeting was adjourned at 6:47pm.

Future Schedule

Next meeting: TBD

Minutes typed by: Denise Manella

Submitted: July 17, 2026