



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

Tel: (508) 349-7004 Fax: (508) 349-5505

Date: August 22, 2023; Revised February 13, 2024
From: Select Board
To: Ad Hoc Building Committee
Re: Charge

In accordance with the Truro Town Charter, Chapter 6-4-4, the Select Board voted to appoint the Ad Hoc Building Committee for the future Public Works Facility on August 22, 2023; Revised February 13, 2024.

AD HOC BUILDING COMMITTEE – FOR THE FUTURE PUBLIC WORKS FACILITY

Ad Hoc Building Committee

The Committee shall have five (5) members and one (1) alternate member appointed by the Select Board for a definite period of time, not to exceed two years. The Committee will include one member of the Energy Committee, and four at-large members where the Select Board shall make every effort to appoint at least two members with professional construction and or architectural expertise. Should the Ad Hoc Building Committee not achieve their charge and purpose for which they were created, they may be reappointed for additional one-year periods until the project is complete. The Committee shall function in conformance with the Town Charter.

The Committee will meet as needed to perform its functions. The Committee will meet at least annually or as requested. The Committee shall meet with the Town Manager (as an ex officio member of the Committee) or the Town Manager's designee and with the appropriate Town Department Heads and other Town stakeholder Committees to:

- a) Discuss the current condition of the Department of Public Works Facility.
- b) Review the proposed expansion and new construction of the Public Works Facility.
- c) Review the specific needs/requirements, specifications, estimated costs and project time-frame associated with the new Public Works Facility.
- d) Incorporate into each project those cost-saving improvements in the areas of energy and water conservation as are appropriate.
- e) If so authorized by the Select Board, seek the professional advice of the Town's contracted consultants through Town Staff to aid the Committee in its review of the new Public Works Facility.

- f) Make recommendations to the Select Board as to the final design of the new Public Works Facility. The Committee will also provide its findings and recommendations to the Select Board as requested regarding specific deadlines related to the project.
- g) The Committee shall provide ongoing progress reports, advice, and counsel to the Select Board regarding the project.

The Committee shall work with the Town Manager (as an ex officio member of the Committee) or the DPW Director and engineering firm on all appropriate phases of the development and implementation of the construction project.

The annual report shall be presented in a timely manner to allow the Select Board to include those aspects of the Committee's findings that the Select Board deems appropriate in the annual update of Truro's Capital Improvement Plan (CIP) and future Town Meeting votes to fund the facility.



Kristen Reed, Chair



Susan Areson, Vice-Chair



John Dundas, Clerk



Stephanie Rein



Robert Weinstein

Select Board
Town of Truro