

SUDBURY SELECT BOARD

MONDAY, FEBRUARY 13, 2023

JOINT MEETING WITH FINANCE COMMITTEE AND
CAPITAL IMPROVEMENT ADVISORY COMMITTEE

(Meeting can be viewed at www.sudburytv.org)

Present: Chair Charles Russo, Vice-Chair Janie Dretler, Select Board Member Daniel Carty, Select Board Member Lisa Kouchakdjian, Select Board Member Jennifer Roberts, Town Manager Andrew Sheehan, Assistant Town Manager/HR Director Maryanne Bilodeau

The statutory requirements as to notice having been compiled with, the meeting was convened at 7:00 P.M. via Zoom telecommunication mode.

Chair Russo announced the recording of the meeting and other procedural aspects included in the meeting.

Call to Order/Roll Call

Select Board Roll Call: Carty-present, Kouchakdjian-present, Roberts-present, Dretler-present, Russo-present

Opening Remarks by Chair

- Welcomed Town Manager Sheehan and thanked Assistant Town Manager Bilodeau for her contribution as Interim Town Manager

Remarks from Town Manager

- Looking forward to meeting and working with various Town boards, commissions and committees
- Thanked Assistant Town Manager Bilodeau and Finance Director Dennis Keohane for their help during the Town Manager transition period

Reports from Select Board

In consideration of a full agenda meeting reflective of the finance night meeting, Board Members did not offer individual comments. Board Members expressed their appreciation to Town Manager Sheehan and Assistant Town Manager Bilodeau.

Public Comment

None

Vote to open a joint meeting with Finance Committee (FinCom) and Capital Improvement Advisory Committee (CIAC) to discuss 2023 Annual Town Meeting capital articles and Town Capital Budget with Interim Town Manager Bilodeau and Town Staff. Interim Town Manager Bilodeau, Town staff, and other Annual Town Meeting article submitters to present.

Present: FinCom Members: Michael Joachim, Eric Poch, Susan Berry, Colin Wang, Hank Sorett, Andrew Bettinelli

Present: CIAC Members: Susan Asbedian-Ciaffi, Matthew Dallas, Michael Cooper, Susan Abrams, Tom Travers, Lisa Saklad

Present: Town Staff – Combined Facilities Director Sandra Duran, Department of Public Works Director Dan Nason, Fire Chief John Whalen, Park & Recreation Department Director Dennis Mannone, Planning and Community Development Director Adam Duchesneau, Community Preservation Coordinator Ryan Poteat, SPS Superintendent Brad Crozier, LSRHS Superintendent Bella Wong, LSRHS Director of Finance and Operations Kirsteen Patterson

Chair Russo read in the words of the motion. Board Member Kouchakdjian moved in the words of the Chair. Board Members Roberts seconded the motion.

It was on motion 5-0; Dretler-aye, Carty-aye, Roberts-aye, Kouchakdjian-aye, Russo-aye

VOTED: To open a joint meeting with Finance Committee (FinCom) and Capital Improvement Advisory Committee (CIAC) to discuss 2023 Annual Town Meeting capital articles and Town Capital Budget with Interim Town Manager Bilodeau and Town Staff

Mr. Poch opened the FinCom meeting and requested roll call: Susan Berry-present, Andrew Bettinelli-present, Colin Wang-present, Michael Joachim-present, Eric Poch-present

Ms. Asbedian-Ciaffi opened the CIAC meeting and requested roll call: Matthew Dallas-present, Michael Cooper-present, Sue Abrams-present, Tom Travers-present, Lisa Saklad-present, Susan Asbedian-Ciaffi-present

Mr. Poch noted that FinCom had no time to deliberate about the proposed Articles so their votes would be forwarded with the FinCom Report. FinCom Members welcomed Town Manager Sheehan.

Ms. Asbedian-Ciaffi confirmed that CIAC did have the opportunity to review the Warrant Articles at a high level, and that Ms. Duran presented the Facilities-related articles to the CIAC. Ms. Asbedian-Ciaffi anticipated that the CIAC might come up with additional questions after tonight's meeting. Ms. Asbedian-Ciaffi welcomed Town Manager Sheehan and thanked Assistant Town Manager Bilodeau for her help during this process.

Assistant Town Manager Bilodeau presented the "FY24 Town Manger's Capital Operating Budget" Article 4, which is within the Capital Budget.

Assistant Town Manager Bilodeau presented the Capital Bylaw and Funding Sources.

Assistant Town Manager Bilodeau confirmed that the FY24 Town Manager's Capital Operating Budget totaled \$728,525 and was totally within the levy limit. She presented the Warrant Articles within the Town Manager's Operating Capital Budget:

- Town Wide Walkway Design & Construction (DPW) - \$50,000
- Pick-Up Truck with Plow (DPW) - \$100,000
- Snow Management Building Renovation Design (Facilities) - \$50,000
- All-Terrain Vehicle Replacement (Fire) - \$35,000
- VoIP Phone System – Voice Gateway Routers (Information Systems) - \$90,000
- Copiers (Information Systems) - \$25,500
- Scanning Documents (Information Systems) - \$50,000

- Chevrolet Express Van – 14 Passenger (LSRHS) - \$54,853
- Exterior Stairwell Phase 1 Architect Design/Engineering Services (LSRHS) - \$23,172
- Schools Carpet Replacement (SPS) - \$50,000
- Schools VCT Flooring Replacement (SPS) - \$75,000
- Bathroom Partitions Repair and Replacement (SPS) - \$25,000
- Gymnasium Padding Replacement (SPS) - \$50,000
- Schools Interior Painting (SPS) - \$50,000

Mr. Joachim commented that the FY24 Town Manager’s Capital Operating Budget appeared to be less this year, and asked if some items did not make the list. Assistant Town Manager Bilodeau responded that the list reflected everything requested.

Mr. Sorett questioned the necessity of copiers. Assistant Town Manager Bilodeau provided detailed explanation for the need.

Other 2023 Annual Town Meeting Warrant Articles were presented at this time.

Board Member Kouchakdjian presented Article 15 – “Audio-Visual Package – Fairbank Community Center.” She detailed that at the 2022 Annual Town Meeting \$300,000 had been appropriated, adding that various essential technologies were lacking, including provisions for those with various hearing abilities.

Board Member Kouchakdjian acknowledged that such A/V needs were discussed with the Permanent Building Committee, and the Select Board voted to allocate ARPA funds to Article 15 for design.

Mr. Poch asked why these added A/V requests had to be considered at this time, and asked why Article 15 was a Select Board article. Board Member Kouchakdjian responded that the related Fairbank Article was a Select Board article last year as well. She stressed that bringing current technology into the community would be a great way to include all residents, and would be far more economical to include at this time during construction of the new Fairbank Community Center.

Mr. Joachim inquired about private funding for Article 15, stressing the financial implications in consideration of the article not being put on the prioritization list.

Board Member Roberts suggested a Fairbank Financial Report be presented.

Ms. Duran presented aspects of Article 18 in her PowerPoint report “Sudbury Public Schools FY24 Capital Night Presentation,” which provided detail regarding Article 18 - Schools HVAC Repairs and Replacements - \$450,000.

Related questions were addressed.

SPS Superintendent Crozier presented SPS School Committee sponsored Articles:

Article 19 – Curtis Middle School A/V System Replacement - \$160,000 (Includes an audio assistance component)

Superintendent Brad Crozier confirmed that Article 19 had been a priority item for some time.

Article 20 – Sudbury Public Schools Surveillance Cameras - \$310,000

Several related questions were presented.

Mr. Sorett opined that the funding of \$310,000 should be directed to academics.

Mr. Travers questioned if the proposed surveillance system would coordinate with the Police Department. Mr. Crozier responded in the affirmative.

LSRHS Superintendent presented Warrant Article 21.

Article 21 – LSRHS Camera System Replacement - \$206,652

Superintendent Wong provided details regarding camera system specifications, adding that access to footage would be viewed on an “as needed” basis.

Fire Chief John Whalen presented Warrant Articles 22 and 23.

Article 22 – Purchase of Storage Building (for Fire Station #1) - \$200,000

Mr. Sorett asked about a less costly storage building. Chief Whalen responded that he would provide additional information regarding cost, noting that the storage building would be used to house specialized Fire Department equipment.

Vice-Chair Dretler mentioned that a proposed steel building would likely not be approved by the Historic District Commission. Board Member Carty detailed that section/s was within the Historic District. Chief Whelan noted he would study that aspect, as it was part of the process.

Ms. Asbedian-Ciatti stated that the cost of the storage building needed further vetting, and perhaps required updating. Chief Whalen agreed that an updated cost estimate should be presented.

Mr. Travers asked if heating would be included in the construction of the structure. Chief Whalen responded that heating would be necessary and set between 50 and 60 degrees, especially in consideration of the rescue boat being inflated properly.

Article 23 – Purchase of Fire Engine (Replace Engine #1) - \$1,020,000

Fire Chief Whalen stated that costs for fire engines has increased considerably.

Vice-Chair Dretler asked if the new fire engine would be built to fit into the existing fire engine bays. Chief Whalen responded in the affirmative, adding that the new fire engine would be an “engine pumper” only.

Mr. Joachim asked about this Article being a capital exclusion. Board Member Roberts suggested that going forward, in consideration of an essential item such as the fire engine, stabilization funding might be considered. Assistant Town Manager Bilodeau agreed, recognizing that stabilization funding would require increased fund contribution. Vice-Chair Dretler mentioned that the Select board would continue with related discussion at a future meeting.

Chief Whalen announced the Fire Department was awarded a FEMA AFG Grant this week in the amount of \$400,000. He confirmed that the funding would be used to replace all Fire Department portable radios. Chair Russo thanked Chief Whalen for his efforts in receiving the Grant.

Planning and Community Development Director Adam Duchesneau presented Article 43:

Article 43 – Community Preservation Act Fund (CPC) – Bruce Freeman Rail Trail Extension - \$300,000

Mr. Duchesneau provided related details, including the Bruce Freeman Rail Trail Regional Connectivity map, depiction of the junction of BFRT intersection where two trails cross, and extension areas.

CPC supported Article 43, 9-0; CIAC voted in support of Article 43; 6-0.

Park & Recreation Director Dennis Mannone presented description regarding Article 45:

Article 45 – Community Preservation Act Fund (CPC) – Frank Feeley Fields Improvements Phase II - \$799,668

Mr. Mannone detailed safety requirements for Lower Feeley Fields, ADA considerations, drainage and irrigation for lower Feeley Fields. He explained the “sand silt” concept to address wet areas.

CPC supported Article 45, 9-0; CIAC voted in support of Article 45; 6-0.

Recess

Chair Russo read in the words of the motion. Board Member Kouchakdjian moved in the words of the Chair. Vice-Chair Dretler seconded the motion.

It was on motion 5-0; Carty-aye, Dretler-aye, Kouchakdjian-aye, Roberts-aye, Russo-aye

VOTED: To recess and return to the meeting at 9:44 PM.

Joint meeting resumed at 9:44 PM.

Ms. Duran provided detail regarding Warrant Articles 24 -29:

Article 24 - Americans with Disabilities Act Transition Plan Recommendations - \$200,000

CIAC supported Article 24, 6-0.

Article 25 – DPW Roofing Project Funding - \$400,000

CIAC supported Article 25, 6-0.

Article 26 – DPW Building Office Renovation - \$125,000

CIAC supported Article 26, 6-0.

Article 27 – Space Use and Facility Condition Study - \$300,000

Vice-Chair Dretler opined about other Town-owned properties. Ms. Duran indicated that smaller structures such as the Hosmer House, Broadacres property, Carding Mill, and Sewataro; did not fit within this facility condition assessment article.

Mr. Joachim inquired about the \$300,000 allocation, and if this article was a necessity at this time. Ms. Duran responded that the \$300,000 reflected her estimate and she would put out an RPF based on her previous experience. Ms. Duran stated that the presented article was a part of the Master Plan as a priority, though she understood if the Article should be postponed to sometime in the future.

CIAC supported Article 27, 7-0.

Article 28 – Atkinson Pool Dehumidification Equipment Replacement - \$600,000

Ms. Asbedian-Ciaffi commented that this work should have been part of the whole Fairbank Community Center construction article, adding it appeared to be “piece meal.” Mr. Travers agreed with Ms. Asbedian-Ciaffi. Mr. Poch agreed with comments made, and recommended a full review of the Fairbank project.

Mr. Joachim asked if the project amount reflected an approximation. Ms. Duran confirmed the estimate was firm and was provided by the mechanical engineer and reflected a recent quote.

Article 29 – Atkinson Pool Maintenance and Repair Fund - \$480,000

Ms. Duran provided information regarding extensive testing of the pool, with leakage taking place.

Board Member Roberts asked if the Atkinson Pool Maintenance Article required a more comprehensive review, and if it might be better to consider all pool improvements within the main Fairbank Community Center construction project. Ms. Duran expressed her appreciation regarding support provided by the Select Board, and acknowledged the enormity of the proposed pool investments with Articles 28 and 29.

Article 42 - Community Preservation Act Fund – Accessible Pathways on Town Properties to Athletic Fields and Accessible Picnic and Bench Seating Areas Project – \$187,744

Ms. Duran confirmed Article 42 was viewed as a priority ADA item. Vice-Chair Dretler noted that two of the Town parks were within the Historic District and would have to be reviewed by the Historic District Commission (HDC). Ms. Duran responded she would be working with the HDC to make those areas more accessible.

Article 46 – Community Preservation Act Fund - Fence and Lights for Fairbank Multisport Court - \$100,000

Ms. Duran confirmed the State awarded funding of \$100,000 for this article, thanks to efforts by Representative Carmen Gentile. Vice-Chair Dretler asked when the grant funding would be received. Assistant Town Manager Bilodeau responded that she would continue monitoring and follow-up on this item.

SPS Superintendent Crozier presented Article 44:

Article 44 – Community Preservation Act Fund - Curtis Outdoor Health and Wellness Space - \$480,000

Superintendent Crozier provided related details, noting that CPC voted unanimously to endorse the project.

Public Works Director Dan Nason presented DPW Articles 33 through 37:

Article 33 – Swap body Truck (replaces pickup truck) - \$185,000

Article 34: Swap Body Truck (replaces spreader truck with wings) - \$210,000

Article 35: Sports Field Mower - \$160,000

Article 36: Multi-Purpose Tractor - \$215,000

Article 37: Front End Loader - \$345,000

Related comments and questions were presented and answered by Mr. Nason.

Vote to close joint meeting with FinCom and CIAC and resume Select Board meeting

Chair Russo read in the words of the motion. Board Member Roberts moved in the words of the Chair. Board Member Kouchakdjian seconded the motion.

It was on motion 5-0; Carty-aye, Dretler-aye, Kouchakdjian-aye, Roberts-aye, Russo-aye

VOTED: To close joint meeting with FinCom and CIAC and resume the Select Board meeting

Mr. Joachim read in the words of the motion. Mr. Poch read in the words of Mr. Joachim. Ms. Berry seconded the motion.

It was on motion 6-0; Sorett-aye, Wang-aye, Berry-aye, Bettinelli-aye, Joachim-aye, Poch-aye

VOTED: To close the joint meeting with the Select Board and CIAC

Ms. Asbedian-Ciatti motioned to close the joint meeting with the Select Board and FinCom. Mr. Cooper seconded the motion.

It was on motion 6-0; Dallas-aye, Abrams-aye, Cooper-aye, Travers-aye, Saklad-aye, Asbedian-Ciatti-aye

VOTED: To close the joint meeting with the Select Board and FinCom.

Consent Calendar

Vote to approve the acceptance of a FEMA Assistance to Firefighters Grant in the amount of \$399,344.00 for the purchase of mobile and portable radios for use by the Fire Department, as requested by Fire Chief John Whalen

Chair Russo read in the words of the motion. Vice-Chair Dretler moved in the words of the Chair. Board Member Roberts seconded the motion.

It was on motion 5-0; Carty-aye, Dretler-aye, Kouchakdjian-aye, Roberts-aye, Russo-aye

VOTED: To approve the acceptance of a FEMA Assistance to Firefighters Grant in the amount of \$399,344.00 for the purchase of mobile and portable radios for use by the Fire Department, as requested by Fire Chief John Whalen

Adjourn

Board Member Roberts motioned to adjourn the meeting. Board Member Kouchakdjian seconded the motion.

It was on motion 5-0; Carty-aye, Roberts-aye, Kouchakdjian-aye, Dretler-aye, Russo-aye

VOTED: To adjourn the meeting

There being no further business, the meeting ended at 11:57 PM.

SB 2/13/23 Meeting - Documents & Exhibits

1. Vote to open a joint meeting with Finance Committee and Capital Improvement Advisory Committee (CIAC) to discuss 2023 Annual Town Meeting capital articles and Town Capital Budget with Interim Town Manager Bilodeau and Town Staff. Interim Town Manager Bilodeau, Town staff, and other Annual Town Meeting article submitters to present.

Attachments:

- 1.a 2023 ATM_Articles_voted_ 2-7-23
- 1.b ATM 2023 Articles Submitted
- 1.c FY24 TM Operating Capital 2-13-23 Capital Night Presentation
- 1.d Article 15 May 23 Town Meeting Edited
- 1.e Capital FY-24 PP V2
- 1.f FY24 Capital Night SPS Slides Final (1)
- 1.g FY24 Capital Night Facility Slides Final
- 1.h FY24 DPW Capital Requests 02-13-2023
- 1.i FY24 Capital Night Facility CPC Articles Final
- 1.j Capital Night Slides 230213
- 1.k _FY24 Capital Night all articles CPC SPS Final
- 1.l 7435_FeeleyFieldSudbury_GeotechDataMemorandum_070722

3. Vote to approve the acceptance of a FEMA Assistance to Firefighters Grant in the amount of \$399,344.00, for the purchase of mobile and portable radios for use by the Fire Department, as requested by Fire Chief John Whalen.

Attachments:

- 3.a FY-21 FEMA Radio Grant Award Letter