

## CIPC Meeting minutes March 16, 2011

Meeting started at 7PM. CIPC attendees: Doug Kohen, Ted Fednishyn, Jose Garcia-Meiten, , Pascal Cleve, Tom Travers, Matt Tisdale, Eric Greece, Maryanne Bilodeau, Jody Kablak – CPA, Rosemary Harvell. Not in attendance: Larry Rowe

1. Approval of previous minutes
  - a. Revised language on item 12 to add “up to” language as that was the spirit
  - b. Motion to approve revised minutes, seconded, unanimous approval
  - c. Doug to revise, send out with revised language
2. Presentation on Rt 20 Sewer project
  - a. Not in CIPC budget, but will ask for \$1MM in funding at town meeting for design of the system and permitting through the state.
  - b. Design/permitting is 2 year phase
  - c. Next step after \$1MM, is \$14MM for plant (~2 years to build, would be in FY14 budget)
  - d. \$14MM cost will be borne both by the town and businesses, businesses would pay operating costs. This project has been in the works for 40+ years.
3. Presentation on Town Center Traffic Improvements
  - a. Design plan will be ready by end of FY11 to be built for a benign change that will still have impact
  - b. Not moving forward with the request in FY12 for construction due to economic conditions, will put on shelf for a few years
4. Presentation on Walkway construction
  - a. Project has been funded for the past 6 years through CPA, but was funded through capital funds beforehand
  - b. Presented as capital request in event CPA doesn't approve.
  - c. Original request was \$200K, CPA approved \$100K in funding.
5. Discussion about Town Hall renovation project – lower priority this year, but will be coming up in future years.
6. Presentation on Historic Records Conservation
  - a. CPC article to continue to restore and digitize town records
  - b. Total cost - \$116.5K (\$95K for treatment, \$21.5K for digitization)
  - c. Have done 19 volumes so far, 22 additional volumes in this request. Will be more in the future, but these are the oldest that require the most repair and restoration
7. Presentation on New vault dept/community records
  - a. Total cost -\$400K (although will be more once account archival costs are taken into account). Not asking for funds, trying to get a grant
  - b. Records are stored in the basement of the Flynn building; just in boxes-no climate control or security (but there is a sprinkler system).
  - c. In town hall there is another 300 sq ft room where things are stored.
  - d. Expenses with Iron mountain are expensive—currently store ~500 roles of microfilm, costs \$1K per year
8. Discussion on Route 20 Sewer project
  - a. Would like to see P&L / projected cash flows for project, as well as expected “plug in” status on the larger businesses.
  - b. Unclear what the benefit to the residents of the town are-unsubstantiated thoughts about retaining businesses given Wayland's development of sewer system
  - c. Food service businesses have not located in Sudbury because of this issue
  - d. Vote to support recommendation for \$1MM for design/permitting of route 20 sewer project, seconded, 0 for, 2 against

- e. Vote to have no opinion on \$1MM for design/permitting of route 20 sewer project, seconded, unanimous approval
- 9. Discussion on walkway plan
  - a. Vote to support recommendation for \$100K in CPA funds for walkway project, seconded, unanimous approval
- 10. Discussion on community records conservation/preservation
  - a. Vote to support recommendation for \$116.5K on community records preservation, seconded, unanimous approval
- 11. Discussion of Changing DPW request from dump truck to give Bill Place the flexibility to buy a Bombardier (sidewalk plow) with his funds instead of being required to buy a dump truck
  - a. No motion to make the change
  - b. Maryanne stated that the BoS is considering an override with \$50K to be set aside to replace Bombardiers, which would be on an ongoing expense each year for Bombardiers
  - c. No position was taken on this subject without a clear proposal in place although concern was expressed regarding the role of the CIPC to prioritize and recommend capital expenditures.
- 12. Discussion about “take home” use of emergency vehicles
  - a. Fire cars are only allowed to be used to go to and from work, and to emergencies (from home)
  - b. Vehicle 3 is always in town (unless used for official business)
- 13. Discussion of long-term capital planning strategy
  - a. Currently ran by the town, CIPC to take more ownership of it
  - b. Mention of potentially bringing on a combined town/SPS facilities manager
- 14. Ted put together draft of town warrant article, will circulate later in the week
- 15. Discussion of closer analysis of comparable towns for next year’s budgeting process
- 16. Would like to schedule a meeting in May after town meeting, to wrap up FY12 budgeting process, talk about 5 year plan, perhaps set up time to meet with PBC—CIPC to review schedules and email Ted availability for Wednesday’s in May
- 17. Motion to adjourn, seconded, unanimous approval.