

# **Town of Sudbury, Massachusetts**

## **Minutes of the CIAC Meeting January 29, 2014**

Attendees: Eric Greece, Tom Travers, Larry Rowe, Bob Desaulniers, Jamie Gossels, Jim Kelly, Pascal Cleve

Attending via phone: Jeff Barker (from 7:00 pm to 7:45 pm)

Location of Meeting: Conference Room, DPW Building

Meeting Called to Order at 7:00 P.M. by Chairman Eric Greece

### **1. Acceptance of minutes:**

Minutes of the January 16, 2013 meeting were approved.

### **2. Liaison Report on remaining LS Projects**

Jeff Barker addressed the remaining LS projects that were not covered in the meeting on January 16, 2013. The first was the fitness center project. It was determined that the equipment replacement issues in the LS fitness center have been remediated and that project can be revisited next year. Jeff also reported on four other projects:

- Fine Arts/Theatre: Request for a new fleet of cameras and a new kiln. One kiln is now a thermal and electrical safety hazard
- Musical Instruments: Request for replacement instruments and funding for maintenance – preventive and reactive
- AV Equipment: Request for new auditorium intercom, projector bulbs and wireless microphone system replacement for the auditorium
- The lawn mower has been replaced

### **3. Liaison Report on SPS**

Jaime Gossels reported on the Sudbury Public Schools projects at the January 16<sup>th</sup> meeting and it was decided that representatives from SPS should attend this meeting to provide more detail on the 1:1 technology discussion.

Anne Wilson, SPS Superintendent, first spoke about the new phone system project and that Loring would receive the new phones next year if approved. She then explained the 1:1 technology program in more detail and spoke to the benefits of creating more access to instructional technology for sixth and seventh graders.

### **4. Liaison Report on DPW**

Bill Place gave an update on the DPW rolling stock requests. He explained that all six listed trucks, the chipper and the front-end loader should be replaced this year as the

maintenance required is becoming costly. He also explained the current state of the underground storage tank and, based on the warranty and functioning secondary containment, that this could be moved back to FY 2016.

## **5. Review of Projects**

Tom Travers created a spreadsheet that broke down the projects by function as well as potential funding source. The discussion then came to how to proceed with recommending and prioritizing projects. It was decided to begin with the large projects first and the committee unanimously supported the Police Station project.

The next project discussed was the Goodnow Library carpet. Tom Travers questioned the immediacy of the need to replace the carpet. Jim Kelly explained the current condition and supported the replacement project. The ESCO project was also discussed and the committee agreed to support the concept, but the recommendation was withheld due to not knowing exact dollar amounts of the savings. There was then a unanimous vote to endorse all other projects on the list.

At this point, the group decided to take a different approach at recommending the requested projects. It was decided that each project should be categorized into one of two buckets:

- R: Recommended
- D: Defer final recommendation until we receive further information

The results from this vote were unanimous and the table below details the committee's recommendations:

Project Item description	Tier 1
<b>A = \$50K or Less</b>	
11 Foot Hydraliic Plow	R
10 Ft Stainless Steel Sander	R
3/4 Pickup Truck #1	R
3/4 Pickup Truck #2	R
3/4 Pickup Truck #17	R
1 Ton Pick-up #28	R
1 Ton Pick-up #38	R
1 Ton Pick-up #7	R
1 Ton Pick-up #45	R
1 Ton Pick-up #PR-3	R
1 Ton Pick-up # PR-1	R
Curtis Door Replacement	D
Flynn Building Painting	D
Various Building Improvements	R
Fire Car Replacement #2	R
Musical Instruments	D
Fine/Theatre Arts Equip	D
AV Equipment	D
Loring Phone system	R
<b>B = \$50K to \$100K</b>	
Bandit Chipper #31	R
Goodnow Library Carpet Replacement	D
Nixon Envelope Replacement	R
School Classroom Florring Replacement	R
<b>C = \$100K to \$1 Million</b>	
Front End Loader	R
School Parking Lots ( Nixon/ Curtis)	R
Nixon Catetorium Roof/ Windows	R
Fairbanks Roof Area 3,4 & 6	D
Ambulance Purchase	R
New Fire Engine	R
Technology Infrastructure	R
Replace Aging Computers & Servers	R
1-1 Technology Program	R
ESCO	R
New Police Station	R

6. Unanimous approval to adjourn the meeting at 9:00 P.M.

Respectfully submitted,  
Bob Desaulniers  
Clerk