

**CIAC - Capital Improvement Advisory Committee**  
**Meeting Minutes DRAFT**  
**January 3, 2017**  
**7:00 PM – 9:07 PM**  
**Flynn Building- Silva meeting Room**

Present: Susan Asbedian-Ciaffi, Jamie Gossels, Mark Howrey, Tom Travers, Jim Kelly, Susan Abrams, Michael Lane  
Absent: Eric Greece

Also Present: DPW Director Dan Nason, Jose Garcia-Meitin (FinCom)

Chairman Mark Howrey, following acknowledgement of a quorum, called the meeting to order at 7:04PM.

Minutes of the November 21 meeting were approved: Aye 3 Abstain 2

**Item 1: Review of requests from Department Heads**

**1. Multi -purpose Plow and Mower**

**Presenter: DPW Director Dan Nason**

**Estimated cost: \$182,000 (To be funded from free cash)**

This request is part of a planned, methodical replacement program. The vehicle is a 2005 model with a life span estimated at 10-12 years, consistent with a 10 year replacement program. The equipment, equipped with several attachments, is used year round for a variety of purposes, including roadside maintenance. There is a trade in value of about \$12,000 which is figured into the requested cost.

**Discussion:**

- The current vehicle is still working, however the cab is twisted from an accident and the rust is bad enough that the floor of the cab has rusted through, creating a safety issue.
- The old attachments will fit the new model but their life span is limited so it does not seem financially prudent to eliminate those pieces from the request.
- The broom is used to sweep construction sites, road projects (such as the one recently completed on Goodman's Hill Road).
- Dan noted that the DPW has several construction projects lined up for the coming months. They also plow 36 miles of sidewalks in town during the winter. All of these jobs require this vehicle.
- If the request is approved at Town Meeting approves it can be ordered right after that and delivered in July.

**2. Sidewalk Box Paver**

**Presenter: DPW Director Dan Nason**

**Estimated cost: \$41,000**

The current vehicle is a 2008 model with a 7-10 year life span. It is used for paving sidewalks and trenches. The current paver has an inadequate dispenser which makes it more work to adjust and spread. New models have a more efficient system. Newer models also have tracks instead of rubber

tires, making it more stable and less likely to get stuck and create uneven surfaces that then must be repaired for the paving.

Discussion:

- Currently the DPW has this and one other paver bought more recently. If the department eliminates one of the pavers it will lead to significant scheduling delays in repairing, reconstructing or building town walkways and in trench maintenance.
- The question was raised about a sidewalk master plan, which Dan is working on currently. Would it be better to wait on this purchase until that plan is complete?

### **3. Cold Storage Addition and Fuel Island**

**Presenter: DPW Director Dan Nason**

**Estimated cost: \$275,000**

This request has been on the Capital Plan since 2012. The current garage is significantly over capacity and requires extensive shuffling of vehicles. This creates a safety hazard and impacts response time for vehicles to be deployed. This item has been moved to next year so Dan can complete more extensive research on the best way to site the garage and fuel island.

### **4. Town and School Parking Lots**

**Presenter: Dan Nason, DPW Director**

**Estimated cost: \$275,000 (To be funded from free cash)**

This is the fourth time funding has been requested to complete all the needed repairs. Funding has been approved twice and projects have been completed at Nixon, Curtis and the Library. This request will be used for the Fire Station on Hudson Road and Loring School. If there are remaining funds additional work can be done at Haynes.

Dan is looking at a long term plan for paving parking lots and roads in order to create a long term paving management program. He noted that chapter 90 money can be bankrolled to be used the following year. This will help with getting bids and maximizing efficiency in keeping roads and parking lots in good repair.

The Fire Station has to install a tight tank so the pavement will be torn up for this, making it a good time to schedule a repaving project.

### **5. Walkways**

**Presenter: DPW Director Dan Nason**

**Estimated cost: \$35,190**

Dan is currently developing a long term plan for walkway construction. He will review the plan with the committee when it is completed.

### **6. Nixon School Addition/Administration offices**

**Presenter: Jim Kelley**

Jim reviewed options that have been researched for space for SPS administrative offices. Options included lease to buy. This plan was determined to not be a viable option for several reasons. Currently the School Committee is reviewing options, including building on to Nixon School. Jim will do a more extensive presentation at a future CIAC meeting.

### **6. Town Space Needs/Town Hall Renovation**

**Presenter: Jim Kelley**

Jim briefly recapped the Blue Ribbon Committee recommendations for renovating the Town Hall.

**7. Town Space needs Plan**

**Presenter: Jim Kelley**

Currently the town is using the 2002 plan, which is still viable and speaks to the current needs. Most pressing space needs are for the Senior Center and Park and Recreation. This discussion will continue at an upcoming meeting.

**Item 2: Meeting schedule**

Tuesday, January 16

Wednesday, January 17

Tuesday, January 24

Wednesday, January 25

Tuesday, January 31

Wednesday, February 1

Further meeting dates may be needed.

Meeting adjourned at 9:07pm.

Respectfully submitted,

Sue Abrams

Clerk