

**CIAC - Capital Improvement Advisory Committee**  
**Meeting Minutes DRAFT**  
**January 31, 2017**  
**7:00 PM – 9:57 PM**  
**DPW Building Meeting Room**

Present: Susan Asbedian-Ciaffi, Jamie Gossels, Mark Howrey, Tom Travers, Jim Kelly, Susan Abrams

Absent: Eric Greece, Michael Lane

Also Present: Beth Suedmeyer, (Environmental Planner), Susan Iuliano (BoS), Sally Hild (Sudbury Historical Society, Town Hall Blue Ribbon Committee), Bill Johnson, (Sudbury Historic Commission, Town Hall Blue Ribbon Committee), Chris Morely (CPC Town Hall Blue Ribbon Committee), Frank Riepe ( Sudbury Historic Commission, Town Hall Blue Ribbon Committee)

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

A motion was made and seconded to enter executive session. The committee was polled and the vote to enter executive session was unanimous.

Susan Asbedian-Ciaffi aye	Tom Travers aye
Jamie Gossels, aye	Susan Abrams aye
Mark Howrey aye	

The regular session of the meeting was reconvened at 7:25.

**Item 1: Bruce Freeman Rail Trail Design/Construction**

**Presenter: Environmental Planner Beth Suedmeyer**

**Estimated cost: \$330,000**

**Handout of the power point presentation**

The requested \$330,000 is funding to continue to advance the design phase of the BFRT. The town has previously approved \$150,000 to start to fund 75% of the design. The design funding is provided by the town but construction funding is provided by state and federal funding. Approval of this additional request will allow for the project design to proceed without interruption due to the annual funding cycle. Since 2005 the town has appropriated \$470,000 for design costs for the project

Discussion:

- Because of a delay in appropriating the previous 25% funding due to a Conservation Commission issue, there has already been a delay of about a year in the progress of the design.

**Approval of Minutes:**

Minutes of the January 24, 2017 meeting were approved as revised: Aye 4 Abstain 1

There will be a joint meeting with the BoS on March 6 at 7:30 at Lower Town Hall. There was a brief discussion of the protocols of participation in that meeting. The committee also discussed questions of our particular mandate to review and make recommendations for items over \$50,000. It was agreed that the Form As are important for all requests and, while we might not be making recommendations

for those items under \$50,000, it is often useful for us to review them as part of the overall budget. We can include this information in our own report. If our mandate were to be changed we could adjust our practice regarding reviewing and recommending to include different financial thresholds.

## **Item 2. Town Hall Architectural Design**

**Presenter: Chris Morely, Frank Riepe (Town Hall Blue Ribbon Committee)**

**Estimated cost: \$600,000**

**Handout of draft of CPC warrant request**

The Town Hall Blue Ribbon Committee has completed its review and recommendation for future use of the building. The requested funds are for final concept plans with design drawings and construction drawings consistent with the committee's recommendations. The committee reviewed a myriad of ideas over the past year. Since the Historic commission has determined that the building could be considered historic and it could not be demolished, the planning went forward from there. The need for space for town offices was examined, including the need for SPS administrative offices. Additionally, there are septic problems and parking issues that need to be addressed. The committee focused on identifying the highest and best use. This was determined to be to renovate the building to return it to its original function. This would include a variety of structural improvements (including making it ADA compliant with an elevator), updating heating and electrical systems, providing additional space for the town Clerk's office and archival storage for historical records.

### **Discussion:**

- The priority right now is space for SPS administration. It is estimated that the renovation will cost \$11million to provide additional offices for the town and SPS within this building. This is double estimated cost and would not be suitable office space in the end.
- Suggested alternatives from the CIAC included locating the SPS offices elsewhere but including town office space in the Town Hall. Could we get SPS office space elsewhere and renovate Town Hall with expanded office space for the \$11million?
- Because the renovation is so extensive, it is treated as a new building for purposes of building codes.
- The Town Hall Blue Ribbon Committee believes that this is an opportunity to address the entire 27 acres in the center of town, including access to Town Hall and the Flynn Building, parking lots and driveways.
- The Blue Ribbon Committee feels there is a need for larger meeting spaces and the second floor of the Town Hall, which hasn't been used for decades because of inaccessibility with no elevator, could open up many opportunities, from meetings to movies, theater productions etc.
- There was a question about whether there was a more moderately priced project that would address the immediate needs: ADA compliance, Town Clerk space, Historical Society programming, History Center programs and archival space. It was noted that this project does eliminate part of the Loring Parsonage renovations because it provides the archival storage and meeting space that the proposed barn would have, although that project is for a separate, non Town entity and would rent space in Town Hall for their needs. The question was still asked about the use of space and whether there was a need Although that project is for a separate entity non Town entity and would rent space in Town Hall for their needs. beyond what was identified already as immediate.
- Energy savings would be a result of the new roof, insulation, storm windows and various improved mechanicals. There would be some operational cost increases for the town.
- The CPC is prepared to provide \$5.7K for the project, to be bonded over 30 years.

## **Review of other Capital Plan items**

### **Featherland Tennis Courts**

Jim gave a brief description of the planned renovation, funded by CPC. This item will be discussed in more depth at a later meeting. It was noted that it would be to everyone's advantage if there was improved coordination across all boards and committees in town around some items that come before us.

### **Relocation of SPS offices**

Because of the potential for an operating override the SPS administration is not anxious to move forward on this. They are still looking at various options. It may come to Town Meeting in October.

### **Revolving Account**

There was a brief discussion about funding from this account.

Miscellaneous other changes from the previous draft of the Capital Plan were discussed.

Items that have been reviewed to date include:

- Capital repairs to HVAC equipment  
support
  - Multi-Purpose holder unit 46  
support
  - Fire Dept. ladder truck  
support
  - Wireless infrastructure or elementary schools  
support
  - Town and school parking lots (Loring and Fire Station)  
support
  - Poured in place surfacing for Haskell playground  
The committee wants to see final plans for this.
  - Schools playgrounds  
The committee is also looking for final plans for this project. Is it possible to put off until the October Town Meeting? If free cash is requested for the project then it won't be postponed until then.
  - Featherland tennis courts  
support
- Bruce Freeman Rail Trail  
Support
- Town Hall Blue Ribbon Committee proposal  
The discussion will be continued at the next CIAC meeting.

Meeting adjourned at 9:57pm.

Respectfully submitted,

Sue Abrams

Clerk