

**CIAC - Capital Improvement Advisory Committee**  
**Meeting Minutes**  
**March 26, 2018**  
**7:00 PM –PM**  
**Thompson Meeting Room, Flynn Building**

Present: Susan Abrams, Tom Travers, Michael Cooper, Mark Howrey, Jamie Gossels  
Susan Asbedian-Ciaffi,

Absent: Joseph Scanga, Sue Abrams left at 7:50

Also Present: Maryanne Bilodeau (ATM/HR Director), Pat Brown (Fairbank Task Force) John Beeler (Council on Aging), Carolyn Markuson (Council on Aging) Jack Ryan (Fairbank Task Force...arrived 7:55)

Chairman Howrey, following acknowledgement of a quorum, called the meeting to order at 7:02PM.

**Item 1.**

**Fairbank Community Center**

**Presenter: Pat Brown**

Pat explained that the current plan is designed to take the town through the needs of the next fifty years. The current report is available online. The Task Force has submitted questions regarding information in the study to the consulting firm but has not received any answers. The Task Force has also proposed doing another survey using FlashPoint. This would enable the survey to be posted on the website and those who answer the survey would have access to the results.

Discussion:

John Beeler, representing the Council on Aging, gave a brief history of the Council on Aging's part in this project and their concerns related to the current plan. The Council on Aging Board took a vote at a recent meeting to turn over the request for design funds to the Permanent Building Committee. John Beeler, told the CIAC that their board believes there are still too many outstanding questions and the proposal is not ready to go to the town meeting. He noted that the current amount of 1.9 million is based on the original study a few years ago. He also explained that the C on A space in the proposed plans is insufficient for their needs. The seniors feel that each iteration of the plan pushes the Senior Center space further into the background of needs, not taking into account the way the Council functions and the services it provides. Additionally, the actual tax implications of the plan are not accurate enough.

- CIAC members questioned the validity of the previous survey and whether yet another survey would be helpful.
  - There was some sentiment, consistent with the Park and Rec Committee's desire to go to Town Meeting, that this would be a way of finally getting some specific directions from the town. Will more data collection really be helpful? And is there enough time before Town Meeting to get the information and provide direction to the Task Force?
  - It was agreed that the proposal needs a presentation that would excite people if there is to be any forward movement.
  - Task.Force goal to get support from all relevant groups: Council on Aging, Park & Rec, CIAC, FinCom. Not clear if there is consensus even among user groups. No one "owns" the project
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- Additional questions/ issues to be worked out
    1. Council on Aging believes current program sufficient for current needs but concerned about whether plan/ program accounts for expansion of senior programming for growing population.

2. CoA believes Permanent Building Committee should take over project, analyze program, determine most cost effective plan.
3. CoA expectations of Permanent Building Committee may be unrealistic. In most cases, the program is set before the PBC takes over. The PBC works on value engineering with respect to materials used, etc.
4. Does Town want to be in fitness club business?
5. Is it possible to scale down project to avoid fitness club model?
  - Not cost effective to just renovate building
  - Will get space from SPS if/when they move out
  - Costs of staffing are a concern (the plan would double the staffing) and have not been Fully articulated
6. What is the transition plan?
7. Should project be presented to Town Meeting in May?
  - Benefit to presenting to Town, determining position
  - Have been working on project for several years, time to act
  - Council on Aging recommends delay to October due to many questions. Without CoA support, Task Force doesn't have consensus looking for.
  - Park and Rec wants to move forward at the May Town Meeting
8. CIAC would like to hear input from Park and Rec (couldn't be at meeting because its own meeting simultaneous). The CIAC will vote on this project next Monday or Tuesday.

**Item 2:**

**CIAC Report**

- Projects for which reports haven't yet been completed were assigned to CIAC members
- Reports should be completed by Saturday
- Will review completed report at next meeting, Monday, April 2

**Item 3:**

**Street Sweepers**

It was noted that the need for two street sweepers should be revisited in light of new information that twice yearly street sweeping is a recommendation and not a requirement. When asked about this, Dan Nason had earlier noted in an email that he still strongly recommends sweeping semiannually because of specifics of wetlands and drainage network in Sudbury. It was suggested that possibly the Town could get by with one new sweeper if twice yearly sweeping was confined to specific critical areas as needed. CIAC will discuss again next week.

**Item 4:**

**Minutes of Feb. 12 meeting**

Motion to approve minutes of meeting of Feb. 12, 2018.

Passed unanimously (5-0)

**Item 5:**

**Construction of Fire Station**

Maryanne noted that, at the May town meeting, there will a motion to indefinitely postpone the article for construction of the fire station.

**Item 6: Cutting Field**

It was noted that the Town and Park and Rec. has provided a plan for long term funding. The CIAC would like a representative from Park and Rec. to be present when this project is discussed.

Representative(s) will be invited to the next meeting.

Questions/issues:

- Will there be a Form A?

- Who will oversee/ manage project to be sure it actually gets done?
- Based on engineering report, field may last for another year or two? Maryanne reminded the CIAC that we are waiting for a survey that will be conducted when the snow has melted.
- Should this project be postponed until Oct. Town Meeting? All of the necessary information will be available by then.

**Item 7:**

**Meeting Schedule**

Next meetings scheduled for Monday, April 2 and Tuesday, April 3 at 7:00 p.m.

**Item 8:**

**Adjournment**

Motion to adjourn at 8:50 p.m.

Passed unanimously (5-0)

Respectfully submitted, Sue Abrams, Clerk

**Handouts:**

Agenda for March 26 meeting

Packet of information on Cutting Field, including Enterprise Fund details, financial details, maintenance information

Packet of information On Fairbank Community Center Design Funds including warrant article language, Form A

Minutes from February 12 CIAC meeting

Memo to the Finance Committee and Sudbury Board of Selectmen from the CIAC regarding CIAC recommendations on proposed capital projects for FY19 Capital Plan

Explanation of proposed warrant article

Summary reports for the Regional High School Phone System and DPW requests for a bucket truck and 2 street sweepers