

CIAC - Capital Improvement Advisory Committee
Meeting Minutes
February 13, 2020
7:00 PM – 9:30 PM
DPW Engineering Conference Room

Present: Jamie Gossels, Tom Travers, Susan Asbedian-Ciaffi, Matt Dallas, Joe Scanga (arrived 7:35)

Absent: Susan Abrams, Michael Cooper

Also Present: William Barletta (Sudbury Combined Facilities Director), Janie Dretler (Sudbury Select Board), Scott Smigler (Finance Committee), Dan Nason (DPW Director), Bill O'Rourke (DPW)

Chairman Gossels, following acknowledgement of a quorum, called the meeting to order at 7:11PM.

Item 1: Approval of minutes from February 4 meeting

Motion to accept the minutes of the February 4, 2020 meeting as presented was seconded.

Aye: Tom Travers, Susan Asbedian-Ciaffi, Matt Dallas, Jamie Gossels

Item 2: Public Works Capital Improvement Projects (CIP) Update

Presenter: Dan Nason for the Department of Public Works (DPW)

Note: A Memorandum was distributed to the parties in attendance

Mr. Nason, Public Works Director for the town of Sudbury, provided an overview of CIP previously funded at Sudbury Town Meetings.

CIP Updates:

- Pickup Truck with Plow: Approved at 2018 Annual Town Meeting
- DPW Equipment: Approved at 2018 Annual Town Meeting
- Underground Fuel Storage and Management System Replacement: Approved at 2018 Annual Town Meeting
- Stearns Millpond Dam: Approved at 2018 Annual Town Meeting
- Dutton Road Bridge: Approved at 2018 Annual Town Meeting
- Mini-Excavator: Approved at 2019 Annual Town Meeting
- One-Ton Dump Truck: Approved at 2019 Annual Town Meeting
- Concord Road Culvert Design: Approved at 2019 Annual Town Meeting
- Comprehensive Wastewater Management Plan: Approved at 2019 Annual Town Meeting
- Featherland Park Multisport Court Reconstruction (CPA): Approved at 2019 Annual Town Meeting

Following the update of the previously approved CIP currently in process, Mr. Nason provided an overview of new initiatives undertaken by the Public Works Department.

Update for information purposes only, no vote was required.

Item 3: Public Works FY2021 Capital Requests

Presenter: Dan Nason for the Department of Public Works

Note: Form As for all Projects were distributed at the February 4 CIAC meeting.

Mr. Nason provided an overview of the FY2021 capital requests being made by the DPW and outlined the current vehicle inventory by make, model, and year of purchase. Mr. Nason also

presented to the CIAC a recommendation for a vehicle replacement schedule based on equipment category cross referenced with industry replacement standards. The proposed replacement schedule for the town of Sudbury is as follows:

- Light/Medium Trucks: Two vehicles per year
- Heavy Duty Trucks: Two vehicles per year
- Multipurpose Tractors: One vehicle every other year
- Front-End Loaders: One vehicle every third year

FY2021 Capital Requests (listed in chronological order of presentation, voting on all items took place following the final presentation)

1. Dump Truck with plow, spreader and wing Unit #37 (Item #10 on February 4 CIAC meeting minutes)
Vote
Aye: Jamie Gossels, Tom Travers, Susan Asbedian-Ciaffi, Matt Dallas, Joe Scanga
Nay: None
2. Dump Truck with plow Unit #PR2 (Item #11 on February 4 CIAC meeting minutes)
Vote
Aye: Jamie Gossels, Tom Travers, Susan Asbedian-Ciaffi, Matt Dallas, Joe Scanga
Nay: None
3. 6 Wheel Dump Truck Unit #44 (Item #8 on February 4 CIAC meeting minutes)
Vote
Aye: Jamie Gossels, Tom Travers, Susan Asbedian-Ciaffi, Matt Dallas, Joe Scanga
Nay: None
4. Multi-Purpose Sidewalk Tractor Unit #53 (Item #10 on February 4 CIAC meeting minutes)
Vote
Aye: Jamie Gossels, Tom Travers, Susan Asbedian-Ciaffi, Matt Dallas, Joe Scanga
Nay: None
5. Front End Loader with snow plow Unit #48 (Item #9 on February 4 CIAC meeting minutes)
Vote
Aye: Jamie Gossels, Tom Travers, Susan Asbedian-Ciaffi, Matt Dallas, Joe Scanga
Nay: None
6. Roadway Drainage Repairs (Item #7 on February 4 CIAC meeting minutes)
Vote
Aye: Jamie Gossels, Tom Travers, Susan Asbedian-Ciaffi, Matt Dallas, Joe Scanga
Nay: None
7. Culvert Replacement Design Funds (Item #5 on February 4 CIAC meeting minutes)
Vote
Aye: Jamie Gossels, Tom Travers, Susan Asbedian-Ciaffi, Matt Dallas, Joe Scanga
Nay: None
8. Wayside Inn Bridge over Hop Brook (Item #6 on February 4 CIAC meeting minutes)

Vote

The motion to vote was tabled. The committee is requesting to meet with the CPC in order to get a better understanding of the economics behind the bridge reconstruction factoring in safety, historical significance, and design expectations versus the prior iteration.

Meeting Dates:

February 19, 20 (tentative), 26

The February 19th meeting will be with the Fire Department to review their capital requests as well as any additional departments that can meet at that time.

The February 20th meeting is currently tentative and is pending confirmation on attendance from departments making capital requests who have not yet met with the CIAC.

The Finance Committee is scheduled for the Fairbank presentation on February 25th. The CIAC is hoping that the Fairbank presentation will be at the February 26th meeting.

Meeting adjourned at 9:28pm

Respectfully submitted, Matt Dallas, CIAC Committee Member

Handouts:

DPW Memorandum on Public Works CIP Updates

Minutes from the February 4, 2020 meeting