

**CIAC - Capital Improvement Advisory Committee**  
**Meeting Minutes**  
**January 27, 2021**  
**7:07 PM – 9:04 PM**  
**Via Zoom**

Present: Jamie Gossels, Tom Travers, Susan Asbedian-Ciaffi, Michael Cooper, Sue Abrams, Matt Dallas, Will Kunkle  
Also Present: William Barletta (Facilities Director), Jennifer Roberts (SelectBoard), Janie Dretler (SelectBoard)

Chairman Asbedian-Ciaffi, following acknowledgement of a quorum, called the meeting to order at 7:07PM and welcomed new member, Will Kunkle.

Vote taken regarding a quorum:

Asebedian-Ciaffi: Aye                      Dallas: Aye      Gossels: Aye                      Travers: Aye

**Item 1:**                      Approval of Minutes of November 23, 2020 minutes.  
Minutes of the November 23, 2020 meeting were approved.

Abrams: Aye                      Asebedian-Ciaffi: Aye                      Dallas: Aye      Gossels: Aye      Travers: Aye Note: Michael Cooper arrived after the minutes were approved. Will Kunkle was not appointed to the committee at that meeting.

**Item 2:                      Initial Review of submitted FY22 Capital Improvement Requests**

The committee reviewed the Form A for proposed projects. This is the initial overview before presenters provide additional information at upcoming CIAC meetings.

Bill assured the committee that we will get updates on previous DPW projects and requests. Dan Nason will have these when he presents his projects at the February 2, 2021 meeting.

Bill also noted all questions and will pass them along to the presenters.

**Replacement of the Stadium/Community Artificial Turf Field**

**Department/Committee: LSRHS**

**Estimated Total Project Cost: \$337,500**

**Questions from the committee to be covered at the presentation:**

- What is the status of the maintenance fund between Park and Rec and LS? Is there any money in that fund, as committee members understood that this was in place to help with costs such as this project rather than all of it being taken from Free Cash.
- Why is there no funding participation from Lincoln?

**SMILE Playground**

**Department/Committee: Park & Rec**

**Estimated Total Project Cost: \$230,000 Plus (CPC funding will affect the total cost)**

**Description:** The SMILE playground is the most heavily-used public playground in Sudbury and is used during all seasons year long. Positions of the poured-in place (PIP) rubberized surface need to be replaced due to age and subsurface root intrusion. Tree roots are causing the surface of the PIP to undulate. This undulation is a tripping concern for all users and spectators of the playground.

**Questions from the committee to be covered at the presentation:**

- The CPC has approved funding but it was not clear how much will be funded.
- The history of this project should be reviewed since this is not the first time the project has come before the committee. What work was done prior to this request? Will this be the same vendor that did the patch?
- Does the \$230,000 include engineering? It appears that the total is actually \$300,000. The funding needs better explanation.

**Noyes School Fire Alarm System Replacement:****Department/Committee: SPS****Estimated Total Project Cost: \$220,000**

**Description:** To replace the entire existing Simplex fire alarm system. To include a new nonproprietary notifier addressable master control panel, annunciator panel, smoke detectors, duct smoke detectors, beam detectors, magnetic door hold open devices and all associated piping and wiring.

The project is already engineered, cost updated, and ready to go to bid. It is anticipated that it would go to bid right after July 1 and work would be done over the summer.

It would be installed parallel to the existing system so there would be no down time moving from one system to the other. The new system provides better visibility of issues and locations and would use radio communication rather than wiring.

The committee did not have any questions for this request.

**DPW**

The committee requested that these items be prioritized and that we receive an updated replacement plan. These requests are resubmitted from last year.

**6-Wheel Combo-Body with Plow and Wing Unit 6****Estimated Total Project Cost: \$285,000 (This represents an increase in cost from last year)**

**Description:** This request will replace a 2006 Mack 10-wheel truck which has a fixed-mount dedicated spreader, plow and wing with a new truck up-fitted with a combination body, plow and wing. This truck is at its useful life-expectancy of about 15 years. Due to the caustic nature of the salt used in snow removal operations, the chassis and bodies of these vehicles disintegrate much sooner than the total number of hours or miles would typically indicate, in spite of being washed after every treatment event. Being a dedicated spreader, this vehicle is only used during winter months. It is a goal of the Public Works to focus on standardizing vehicles and specifying vehicles to better suit our multi-disciplinary needs. This proposal is to replace the existing dedicated spreader with a combination body (dump truck and spreader) to be used throughout all seasons. The Public Works employees use these vehicles to move materials and equipment while performing construction activities as well as plow snow and treat the roadways during winter operations.

**Questions from the committee to be covered at the presentation:**

- What are the maintenance costs for the last two years?

**Multi-Purpose (Sidewalk) Tractor - Unit 53****Estimated Total Project Cost: \$205,000 (last year's request: \$195,000)**

**Description:** This request is to replace an existing 2009 multi-purpose tractor and associated attachments with a new similar model with similar attachments. This equipment, with its various attachments, clears walkways during snow removal operations using its plow or snow blower attachments, sweeps debris from walkways and roadway construction sites, and supplements the roadside mowing with its boom flail mower attachment. The existing unit has experienced increased down time due to breakdowns. The multi-purpose tractor is exposed to many different environments including damaging branches, stone walls, hidden castings and corrosive materials (salt) which cause disintegration of the Public Works equipment. As the equipment ages, it requires additional mechanical and body work to keep it operational. These multi-purpose machines are expected to last approximately 7-10 years.

**Questions from the committee to be covered at the presentation:**

- Maintenance costs for the last two years?

**Front End Loader with Snowplow Unit 48****Estimated Total Project Cost: \$230,000**

**Description:** This request is to replace an existing 2004 Front-End Loader with a new similar model with plow. The Department currently uses four (4) Front End Loaders, however the oldest one is over 16 years old and is unreliable as a front-line machine. This article requests funds to purchase a new loader, which will be safe, reliable, efficient, and capable

of meeting the needs of the department. This equipment ensures the plowing operations remain efficient, and ultimately provide the staff with the proper equipment to clear the roads and parking lots during the snow and ice season.

**Questions from the committee to be covered at the presentation:**

- Maintenance costs for the last two years?

**Culvert Replacement Construction, Marlboro Rd. (Crossing #6)**

**Estimated Total Project Cost: \$650,000**

**Description:** This request is to fund the construction of a replacement culvert under Marlboro Road which recently sustained erosion causing collapse of the edge of the roadway shoulder. This request is to fund the construction of the culvert, headwalls, retaining walls, guardrail and associated work along Marlboro Road. This structure is located along a critical roadway for motorists traveling through Sudbury.

**Questions from the committee to be covered at the presentation:**

- Did we get the grant funding for the Dutton Rd. project last year?
- What was the actual cost of the Dutton Rd. project?
- How many culverts are there in town...is there a 5-year plan for these replacements?
- What is the source of the engineering funds?
- Do we have to approve 100% of the project costs to get the 75% grant from the state?

**Frank Feeley Field Improvements**

**Department/Committee: SPS**

**Estimated Total Project Cost: \$1,038,000**

**Description:** Sudbury youth Girls Softball (SGS) operates their program on all three fields at Frank Feeley Fields, and these fields need improvements, all with many safety concerns addressed. Feeley Field is broken into three softball fields, separated by a large elevation change. There is upper Feeley area which contains Upper Feeley Field and a gravel/partially paved parking lot and lower Feeley which contains Feeley #1 and Feeley #2 fields. On the edge of the parking lot is the SGS batting cage.

**Questions from the committee to be covered at the presentation:**

- Why is the focus on repairing a field when we have been told they are in desperate need of new fields. Why aren't the fields at Fatherland (Broad Acres) being developed?
- Is there a long-range plan that prioritizes needs for fields?
- Where is the need greater-softball fields or baseball fields?
- Is there a reason why the work is being replicated in both fields but there is no evidence of cost savings...could the projects be consolidated for cost savings/economy of scale? Why are there 2 mobilization fees instead of 1 for the entire project?
- Where is the funding coming from? It appears to be a two-year project...how will it be funded next year?
- The committee would like a plan view with more detail that shows the actual work more clearly.

Bill will follow up on the CPC funding details.

**Item 3:**

**Dates and presenters for next meetings:**

**February 2 DPW**

**February 9 LSRHS Park and Rec**

**February 17 if needed**

**Other Items:**

**Fairbank Update**

Bill reported that at their most recent meeting the committee narrowed the Owners Project Manager (OPM) candidates to 3 to be interviewed. The recommendation will then go to the Town Manager.

Motion to adjourn at 9:10pm

Abrams: Aye

Asebedian-Ciaffi: Aye

Dallas: Aye

Gossels: Aye

Travers: Aye

Cooper: Aye

Kunkle: Aye

Respectfully submitted,  
Sue Abrams  
Clerk