

**CIAC - Capital Improvement Advisory Committee**  
**Meeting Minutes**  
**March 2, 2022**  
**7:01 PM – 9:06PM**  
**VIA Zoom**

Present: Jamie Gossels, Susan Asbedian-Ciaffi, Matt Dallas, Sue Abrams,  
Also Present: William Barletta (Director of Facilities), Janie Dretler (Select Board), Lynn Puoro ( Sudbury TV), Lisa Kouchakdjian, Kay Bell

Chairman Asbedian-Ciaffi, following acknowledgement of a quorum, called the meeting to order at 7:01PM.

Vote taken to call the meeting to order:

Dallas: Aye                      Asbedian-Ciaffi: Aye                      Gossels: Aye                      Abrams: Aye

**Item 1: Approval of Minutes of February 15, 2022 joint meeting with FinCom and Select Board and February 17, 2022 meeting.**

Jamie Gossels moved, and Matt Dallas seconded the motion to approve the minutes of February 15 and February 17 and September 21, 2022 as presented.

Dallas: Aye                      Asbedian-Ciaffi: Aye                      Gossels: Aye                      Abrams: Aye

**Item 2: Finish review of FY23 capital improvement projects for Town Meeting Fairbank Av, Furniture, Fixtures and Equipment**

In response to questions at the previous meeting, Bill Barletta shared several documents detailing costs for these items. He explained the formal bidding process, including the timeline for furniture etc, which is done after the construction contract process. Consultants have worked with the Fairbank Community Center Committee to help determine the needs for AV, furniture, fixtures and equipment. These particular costs will continue to be refined as the project progresses.

In response to concerns about the costs rising, Bill told the committee that these numbers represent the final estimates. Two estimates were done and they were consistent with each other.

Jamie Gossels made a motion, seconded by Susan Ciaffi, to recommend approval of the Funding for the AV equipment for Fairbank.

Dallas: Aye                      Asbedian-Ciaffi: Aye                      Gossels: Aye                      Abrams: Aye

Susan Ciaffi made a motion, seconded by Matt Dallas, to recommend approval of the additional funds for the Fairbank furniture, fixtures and equipment.

Dallas: Aye                      Asbedian-Ciaffi: Aye                      Gossels: Aye                      Abrams: Aye

**Item 3: Walkway and road Improvements to Old Framingham Road**

Select Board member Janie Dretler updated the committee on a recent Select Board discussion on this issue. A Complete Streets grant awarded to the town a few years ago has funded improvements to 3 intersections. The grant is available annually for up to \$400,000. Old Framingham Road has been deemed high priority and the Select Board has asked the Town Manager to investigate the possibility of grant funding for the project. The funding would only be for the walkway, not the road, per restrictions on the grant.

Susan Ciaffi made a motion, seconded by Sue Abrams, to recommend approval of the article for walkway and roadway improvements on Old Framingham Road.

Dallas: Aye                      Asbedian-Ciaffi: Aye                      Gossels: Aye                      Abrams: Aye

**Item 4: On-Call Engineering & Architectural Services**

The committee discussed the fact that Bill Barletta is retiring and this decision might be better left to the new Facilities Director.

Sue Abrams made a motion, seconded by Susan Ciaffi, to take no position on this article.

Dallas: Aye                      Asbedian-Ciaffi: Aye                      Gossels: Aye                      Abrams: Aye

**Item 5: ADA Transition Plan Recommendation**

There was concern about the lack of clarity for this article, Lisa Kouchakdjian was able to give a few details, such as it includes the small bathroom in the Flynn Building. The committee would like to see a prioritized plan, including input from the Commission on Disability and other town committees. However, the committee also agreed that this planning is imperative to be done.

Sue Abrams made a motion, seconded by Susan Ciaffi, to recommend approval of the ADA Transition Plan.

Dallas: Aye                      Asbedian-Ciaffi: Aye                      Gossels: Aye                      Abrams: Aye

**Item 6: Choosing officers for next year**

It was agreed that this should be done after Town Meeting, when the new members of the committee have been appointed.

Next Meeting: Susan is meeting with the Select Board on March 8, 2022.

Susan Ciaffi made a motion, seconded by Matt Dallas, to adjourn the meeting at 9:06PM.

Dallas: Aye                      Asbedian-Ciaffi: Aye                      Gossels: Aye                      Abrams: Aye

Respectfully submitted,  
Sue Abrams  
Clerk