

CIAC - Capital Improvement Advisory Committee
Meeting Minutes
November 16, 2022
7:14 PM – 8:50 PM
VIA Zoom

Present: Susan Asbedian-Ciaffi, Matt Dallas, Sue Abrams, Tom Travers, Michael Cooper

Also Present: Sandra Duran(Director of Facilities, Peter Iovanella (candidate for open seat on the CIAC)

Chairman Asbedian-Ciaffi, following confirmation of a quorum, called the meeting to order at 7:14PM.

Vote taken to call the meeting to order:

Dallas: Aye Asbedian-Ciaffi: Aye Travers: Aye Abrams: Aye Cooper: Aye

Item 1: Interview of Peter Iovanella

Peter Iovanella, the candidate for a seat on the CIAC, introduced himself and reviewed his resume (attached).

The committee and Director Duran had several questions for him, including familiarity with zoning laws and the difference between his work in New York and in Boston and his experience with budgets. The committee reviewed the process of budget review and Town Meeting, and the role of the CIAC in both.

Motion by Susan Asbedian-Ciaffi and seconded by Michael Cooper to recommend that the Select Board appoint Peter Iovanella to the CIAC.

Dallas: Aye Asbedian-Ciaffi: Aye Travers: Aye Abrams: Aye Cooper: Aye

Item 2: Review of ATM articles over \$100,000 from 2021-2022

Director Duran provided the committee with a recap of the status of all items over \$100,000 approved at the 2021 and 2022 Annual Town Meetings.

Tom Travers noted that we should receive reports on all projects with updates on costs, including overages.

Discussion of 2021 items:

- The fire station construction is over budget by \$950,000. This will be made up through ARPA funds. Groundbreaking for construction is scheduled for December 7.
- Haskell Field (renamed Adelson Field)...there was a question on the details of the project.
- Feeley Field...in response to a question on the progress of the project, Director Duran will check on costs and contribution from CPC.

Discussion of 2022 items:

- Fairbank progress generated a lengthy discussion regarding the many details that have been added to the original cost instead of being included.
 - Director Duran noted that a discussion is ongoing with all IT stakeholders so that the IT and AV equipment meets the needs of all those stakeholders (schools, town.)
 - Stakeholders have met regarding FF&E also. A vendor has been chosen and has agreed to store the furniture until the building is ready.
 - The senior center is participating in evaluating furniture. Chairs are currently being tested at the senior center.
 - An RFP is being developed for both the AV and the FF&E needs. There may be additional requests for funds.
- SPS HVAC needs are being reviewed. This will also generate a request for additional funds to cover the remaining units needed.
- Noyes sink replacements have been completed and the next phase of the project, which will require additional funding, will be for the other elementary schools.
- ADA Transition Plan is underway and has prioritized the needs. It is anticipated that another \$200,000 will be requested at the next ATM. Director Duran has applied for \$250,000 in grants from the Massachusetts Office on Disability. These will be used to make water fountains in the schools and town buildings accessible and well as creating accessible pathways to town recreation areas. Additional needs include listening devices in Town Hall, the police department and other town building. CPC funds have been requested for some of the work.
- Atkinson Pool filtration system

Director Duran gave an overview of the pool issues beyond the filtration system, including a ventilation issue. She is working collaboratively with other departments to identify the long term needs of the pool.

- BFRT Design and construction

There were questions about what the \$500,000 actually covered.

- Rolling stock

The actual cost for the trucks will be higher than the funds approved due to supply chain issues related to the pandemic.

Item 3: Approval of Minutes of October 17, 2022 meeting.

Motion by Tom Travers and seconded by Sue Abrams to approve the minutes of October 17, 2022 as presented.

Dallas: Aye Asbedian-Ciaffi: Aye Travers: Abstain Abrams: Aye Cooper: Abstain

Dallas: Aye Asbedian-Ciaffi: Aye Travers: Aye Abrams: Aye

Item 4: Adjournment

Motion by Matt Dallas and seconded by Michael Cooper to adjourn the meeting at 8:50.

Dallas: Aye Asbedian-Ciaffi: Aye Travers: Aye Abrams: Aye Cooper: Aye

Next meeting, December 7. The committee requested materials on CPC projects to review.

Respectfully submitted,
Sue Abrams
Clerk

Peter Iovarella resume: <https://sudbury.granicus.com/apps/boards/applicants/?id=1725822>

ATM Articles 2021 and 2022 >\$100,000

Date	Number	Desc.		Status
5/22/2021	16	Construction of Housing... Fire Station #2	\$4,300,000	Contract signed, mobilization complete, construction permit in review
5/22/2021	23	SPS Covid 19 Academic Program	\$309,540	Smile, Smile + Extended School year enrolled 188 students who all either improved or maintained their baseline assessment
5/22/2021	24	SPS Noyes Fire Alarm Replacement	\$220,000	Complete
5/22/2021	17	Marlboro Road Culvert Replacement	\$400,000	Project was publicly bid and bids were opened on April 22, 2022. Contract was awarded and construction commenced August 2022. Project is complete and within budget.
5/22/2021	18	Front End Loader w/Plow	\$230,000	Vehicle was ordered May 25, 2021. Vehicle was received at dealer February 14, 2022. Vehicle was delivered in March 2022 and is in service.
5/22/2021	19	Multi-Purpose Sidewalk Tractor	\$205,000	Vehicle was ordered June 4, 2021, delivered on September 10, 2021 and is in service.
5/22/2021	20	Six-Wheel Combo Dump Truck	\$285,000	Anticipated build date October 2022
5/22/2021	25	LSRHS Turf Field Replacement	\$337,500	The field turf replacement was completed last summer prior to the opening of school and came in within the budget and has been in full utilization by the school and town
5/22/2021	29	CPA - Adelson Playground Impr	\$285,000	In the Process of working with the Town of Sudbury Departments to secure a Landscape Architects to supply Bid documents for the project this is a change for the original project scope. We are looking into the best way to bid this project. Looking to get this done over the winter 2022-2023. We would like to start the project in the Spring/summer 2024. We have been delayed due to supply chain issues and the town wanting us to bid the project. The construction for the new community center building has changed the the timetable as we cannot take the playground off line as the summer camps need to use across the street at Haskeil.
5/22/2021	30	CPA Feeley Fields Improvement	\$386,000	Design for Phase I is complete. Project is planned to be bid this spring
5/22/2021	33	CPA Housing Trust Alloc.	\$388,500	These funds are being expended for the Rental Assistance Program and the analysis of the 67-73 Nobscot Road property for possible purchase/development.
5/22/2021	36	CPA General Budget and Appropriations	\$1,137,178	The funds allocated to pay down the debt service have been expended. The Community Preservation Committee used some of their allocated funds and the rest were reverted back into the Community Preservation Act fund.
5/22/2021	35	CPA Reversion of Funds	\$530,639	These funds have been reverted back into the Community Preservation Act fund.
Date	Number	Desc.		Status
5/3/2022	22	Fairbank Comm. Center AV Equip.	\$300,000	October/November meetings with Town and School IT Directors to advance procurement process
5/3/2022	23	Fairbank Comm. Center FF&E	\$200,000	October/November meetings with furniture vendor for final selections
5/3/2022	24	Addl Funding Construction of Fire Sta. #2	\$995,000	NTP provided to Construction Dynamics on 9/15/2022
5/3/2022	26	SPS HVAC Repairs & Replacements	\$455,000	In discussions with Mechanical Engineer regarding design and efficiency of new equipment
5/3/2022	27	Noyes - Classroom Sink Replacements	\$130,000	Complete
5/2/2022	28	LSRHS Fence Replacement	\$139,443	fence replacement was within budget and completed in late September of this year.
5/4/2022	32	ADA Transition Plan Recommendations	\$200,000	Projects in process
5/4/2022	33	Filtration Systems for Atkinson Pool	\$160,000	Design and bidding documents in progress
5/2/2022	36	Backhoe Loader	\$150,000	P.O. sent - Build date May 2023
5/2/2022	37	6-Wheel Combo Body Dump Truck	\$285,000	Scheduled for build in March 2023
5/2/2022	38	Skid Steer	\$130,000	P.O. sent; unknown delivery date
5/2/2022	41	Roadside Mower	\$140,000	Pending delivery date from manufacturer
5/4/2022	42	Townwide Drainage & Roadway Recon.	\$3,400,000	Construction commenced July 2022. Underground drainage work and temporary asphalt patching has been completed on Pratt's Mill Road in September 2022. Work continues on Goodman's Hill Road.
5/4/2022	46	Old Framingham Rd Walkway Extension	\$600,000	Project is complete and was within budget.
5/4/2022	47	CPA BFRT Design & Constr. North	\$500,000	AA Will Corp. has been selected as the contractor. They are coordinating with the Conservation Office to begin work.
5/4/2022	48	CPA BFRT Design & Constr. South	\$300,000	Fuss & O'Neill has been working to gather preliminary data for the design. This information should be available by late December 2022.
5/2/2022	51	CPA Open Space & Rec Plan & Athletic Fields	\$100,000	There has been no activity on this project and will not be until the Senior Planner position can be filled in the Planning Office.
5/2/2022	53	CPA SHA Acquisition... Affordable Rental Housing	\$276,600	SHA is in the early phases of two feasibility studies (one in conjunction with the Town-- a portion of the Nobscot Rd Boy Scout site-- and the other focused on four SHA-owned single-family homes and the site of the Frost Farm house, under study with permission from the Town). The SHA board has opted to augment a Sudbury Foundation grant with its own reserves, preferring to "hold" voted CPA funds for when a development project is more fully defined. That said, the board recently discussed reassessing its practice of using reserves, rather than voted CPA funds for pre-development work.
5/2/2022	56	CPA General Budget and Appropriations	\$1,156,193	The funds allocated to pay down the debt service have been expended. The Community Preservation Committee has used some of their allocated funds and the rest will be reverted back into the Community Preservation Act fund at the May 2023 ATM.
5/4/2022	58	Climate Emergency Declaration	\$130,000	Sustainability coordinator job description developed, posted - resume review and interviewing in process