

CIAC - Capital Improvement Advisory Committee
Meeting Minutes
February 15, 2023
7:06 PM – 9:07 PM
Silva Room

Present: Susan Asbedian-Ciaffi, Matt Dallas, Sue Abrams, Peter Iovanella, Michael Cooper
Also Present: Sandra Duran(Director of Facilities, Sudbury TV, Janie Dretler (Select Board), Kay Bell (Council on Disabilities) Lisa Kouchakdjian

Chairman Asbedian-Ciaffi, following confirmation of a quorum, called the meeting to order at 7:06PM.

Vote taken to call the meeting to order:

Dallas: Aye Asbedian-Ciaffi: Aye Saklad: Aye Abrams: Aye Iovanella: Aye Cooper: Aye

Item 1: Approval of meeting minutes from February 8, 2023

Motion to approve the minutes of the February 8, 2023 CIAC meeting by Tom Travers, seconded by Sue Abrams.

Dallas: Aye Asbedian-Ciaffi: Aye Abrams: Aye Iovanella: Aye Cooper: Aye Saklad: Aye

Item 2: Review of the Joint Meeting with Finance Committee, Select Board on February 13, 2023

The criteria for evaluating requests and making recommendations was reviewed for committee members.

Additional questions can be sent to Director Duran, who will speak with department heads.

Discussion:

- It was noted that there should be more hard numbers during the review process.
- Prioritizing: Director Duran noted that implementation of a 5 year plan will provide explanations for requests and will prioritize needs.
 - The space study will also help with prioritizing.
 - Revision of CIP forms was seen as a priority, as they are an important source of information
 - Revision of the process was also seen as a priority.
- Director Duran gave a detailed explanation of the decision-making process. She offered to provide updates, but reminded the committee of the extensive work to be done before hard numbers are obtained for projects.

Item 3: Review of Town Meeting Articles

Article 15: Fairbank AV Equipment

\$200,000

This article was originally estimated at \$300,000. ARPA funds of \$13,800 have been designated for the project. The additional funds would provide universal design for all spaces used by the senior center, rather than just 3 rooms. It will also include technology to allow hybrid use of the spaces.

Discussion:

- The current design is ADA compliant, but this article would expand beyond the minimum compliance. It requires a redesign of the original design to accommodate the additional technology and assure that it is all compatible.
- Value engineering should be considered, particularly since AV is usually the first thing to be cut from a project.
- Both Janie Dretler and Kay Bell spoke to the need to meet the needs of all residents.
- Next steps will be finalizing the design from the original appropriation and then design the additional technology, so all technology is compatible.

Recommendation: The committee will table this for the next meeting where we hope to have more information on costs.

Article 18: SPS HVAC Upgrades

\$450,000 (estimate)

This has not been bid yet, however the cost estimate is from the school supervisor of buildings, who has extensive knowledge of the actual costs of a project like this.

Discussion:

- The project is being vetted to get better cost numbers.
- Prices are very volatile-bids are usually only guaranteed for 14 days, which makes it difficult to be able to assure that the bid will hold for more than the 14 days.

Recommendation: Motion by Peter Iovanella and seconded by Matt Dallas to recommend approval of Article 18.

Dallas: Aye Asbedian-Ciaffi: Aye Abrams: Aye Iovanella: Aye Cooper: Aye Saklad: Aye

Article 19: Curtis School AV system

\$160,000 (estimate)

This would include lighting, sound and an Assisted Listening System. The auditorium is currently out of ADA compliance.

Discussion:

- It was noted that technology is always changing, so it is important to make sure that the components of the systems are easily swapped out for newer technology.

Recommendation: Motion by Peter Iovanella and seconded by Lisa Saklad to recommend approval of Article 19.

Dallas: Aye Asbedian-Ciaffi: Aye Abrams: Aye Iovanella: Aye Cooper: Aye Saklad: Aye

Article 20: SPS Internal Cameras

\$310,000 (estimate)

These cameras are not actively monitored but can be in an emergency. They are compatible with the police department- the department is working with the schools on the project. Cameras will only be in common areas and the gym, not in classrooms.

- Is there value in working with LS to purchase together? The cost is driven by the state contracts and vendors, so the pricing is more accurate than other estimates. It also means that the costs would not change if we purchased with LS.
- There are service agreements for maintenance on the systems.

Recommendation: Motion by Peter Iovanella and seconded by Sue Abrams to recommend approval of Article 20.

Dallas: Aye Asbedian-Ciaffi: Aye Abrams: Aye Iovanella: Aye Cooper: Aye Saklad: Aye

Article 21: Lincoln-Sudbury RHS Camera System Replacement

\$206,652 (not a formal bid)

These cameras will upgrade some existing cameras and add some.

Discussion:

- Is it a good idea if LS upgrades to the same cameras as SPS? Sandra will check.
- Can it be bid together? (Note comment above regarding state contracts and vendors.)

Recommendation: Motion by Sue Abrams and seconded by Peter Iovanella to recommend approval of Article 21.

Dallas: Aye Asbedian-Ciaffi: Aye Abrams: Aye Iovanella: Aye Cooper: Aye Saklad: Aye

Article 22: Fire Department Storage Building

\$200,000 (estimate)

Because this building will be the same as the building behind the police station there will be little design cost. The building behind the police station was originally intended for both fire and police but the police have filled the building, necessitating a second building for the fire department.

Discussion:

- A question was raised about whether the size will be sufficient for future needs for the fire department.
- With no design yet further details are needed.

Recommendation: Motion by Peter Iovanella and seconded by Matt Dallas to recommend approval of Article 22.

Dallas: Aye Asbedian-Ciaffi: Abstain Abrams: Aye Iovanella: Aye Cooper: Aye Saklad: Aye

A motion to adjourn at 9:07 was made by Matt Dallas and seconded by Lisa Saklad.

Dallas: Aye Asbedian-Ciaffi: Aye Abrams: Aye Iovanella: Aye Cooper: Aye Saklad: Aye

Respectfully submitted,

Sue Abrams

Clerk