

CIAC - Capital Improvement Advisory Committee
Joint Budget meeting with Select Board and Finance Committee
Meeting Minutes
February 13, 2023
7:08 PM – 11:54 PM
Via Zoom

Present: Susan Asbedian-Ciaffi, Matt Dallas, Sue Abrams, Tom Travers, Peter Iovanella, Michael Cooper, Lisa Saklad
Also Present: Sandra Duran(Director of Facilities) Select Board members, Finance Committee members, other members of the public

Chairman Asbedian-Ciaffi, following confirmation of a quorum, called the meeting to order at 7:08PM, following a vote by Select Board and Finance Committee to do so.

Vote taken to call the meeting to order:

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

Note: Committee member Cooper joined right after the meeting was officially called to order.

Item 1: Review of the town bylaw around capital items

Maryanne Bilodeau gave an overview of the process.

Discussion:

- It was noted that the amount was lower than expected.
- It was also noted that the requests to be funded from free cash exceeded the free cash available.
- There was a question around whether the current dollar amount for capital items is still appropriate or should it be higher to encourage department budgets to include more operating costs. This is under discussion and any change will necessitate a town bylaw change.

Item 2: Review of Town Meeting articles Discussion and Questions

Article 15: Fairbanks AV package

\$200,000 (estimate)

The \$200,000 appropriated at the 2022 Town Meeting provided equipment that met minimum ADA and Mass Architecture Access Building requirements. The equipment will cover 3 spaces: the SPS conference room, one program room and the senior center multipurpose room. This request will expand to all spaces that will be used by the seniors. It will include technology to allow hybrid access to programs. \$13,460 in ARPA funds have also been allocated to this project for design and engineering.

Discussion:

- There were questions as to why this was not in the original plans. There were several concerns about continuing costs associated with the Fairbank project and there was a request for an updated cost overview.
- The request at this time is because it is easier and more cost efficient to complete while the construction is underway rather than going back after the project is completed.
- In response to questions around whether the current AV equipment will be sufficient, it was noted that the current funding does not cover the hybrid technology. Without this technology residents have limited remote access to programming. Select Board member Kouchakdjian volunteered to share the regulations to answer several questions around the necessity of this request.
- Council on Aging has advocated for this equipment and has offered to fund raise to mitigate the cost. The did secure a \$100,000 grant for FF&E.
- It was acknowledged that there is a need for better feedback for projects such as this.

Article 18: SPS HVAC Upgrades

\$450,000 (estimate)

Last year's Town Meeting appropriated \$455,000 to this ongoing project. Director Duran is hoping to combine some of last year's funds with this year's appropriation and doing all the units together to allow for more efficiencies in completing the project, including the cost of renting installation equipment.

Discussion:

- The project includes 3 units at Haynes and 6 units at Curtis. Three of the units at Curtis would be paid out of last year's appropriation.

Article 19: Curtis School AV system

\$160,000 (estimate)

The current equipment is old and repairs have been costly with parts hard to get. The new equipment would meet ADA standards, which current equipment does not.

Discussion:

- This project is a high priority for Curtis.

Article 20: SPS Internal Cameras

\$310,000 (estimate)

The \$300,000 represents the design cost and the quote to install the security cameras. They will be in internal corridors, stairs and the gym. They will not be in classrooms.

Discussion:

- The security issues information is accessible by the police department where the dispatcher can access the video as needed. The schools can monitor 24/7 but the cameras will not be monitored live.
- SPS has a policy for the external cameras and that will apply to the internal cameras. The only access to the video footage would be school administrators and the police when needed. A policy will be developed that defines police department access to the videos.
- There was a request for more information around how long the videos will be available before they are taped over.
- All equipment is being vetted in collaboration with the police department and will be compatible with their systems.
- There will be notifications to staff and the public about the use of internal cameras. There has already been some discussion with families. Signage is already up in the buildings and the school handbooks also include information about cameras.

Article 21: Lincoln-Sudbury RHS Camera System Replacement

\$206,652 (not a formal bid)

This will allow LS to upgrade the existing camera system and add a few new cameras. All entry points have cameras but this will add some cameras in common areas around the stairs.

Discussion:

- The cameras are used mostly around thefts and the safety of property.
- The tapes are on a 30 day cycle and parts can be captured and archived.
- Although the cost is not a formal bid, it was arrived at through discussions with vendors and the state bid list.
- A question was raised as to whether SPS and LS can combine their requests for cost savings.
- This cost represents Sudbury's 87.44% portion of the total estimate of \$236,336

Article 22: Fire Department Storage Building

\$200,000 (estimate)

The request would create a storage building like the one behind the police department. It would house equipment that is currently housed in various spaces around town. Having it in a central location behind station 1 would make for more efficient deployment. The estimated cost is based on a \$150,000 cost from several years ago.

Discussion:

- The building would need heat and AC so a metal building suggested would not be appropriate.
- Because it is in the historic district any building will have to be reviewed by the Historic District Commission and approved.
- Suggestion was made to get a real cost estimate before Town Meeting.

Article 23: Fire Engine/Pumper

\$1,020,000

This would replace a 2005 pumper.

Discussion:

- The cost for this has already increased 22% so it is prudent to purchase now to avoid additional increases.
- A purchase this year would mean delivery of the truck in 24-36 months. The current engine is incurring repair costs so it is important to plan ahead for a new engine.

- The fire department received an AFG grant of \$400,000 from FEMA to replace all portable radios.
- This would be paid for through a one year capital exclusion.

Article 24: ADA Transition Plan

\$200,000 (estimate)

This request represents a review of required modifications including drinking fountain heights, toilet rooms and compartment configurations and structural corrections and Braille signage.

Discussion:

- Last year's \$200,000 appropriation has not been expended. There is \$150,000 left but that will have been used by Town Meeting.
- This project is a priority 1 when using a scale of 1-3.
- More project details will be available by Town Meeting.

Article 25: DPW Highway Garage Roof

\$400,000 (estimate)

A new roof is required as part of the solar project. The solar panels will generate double the electricity that the building is currently using. That will drop KWH to 7 cents from the current 10 cents. The next step in the project is the roof design. This will provide hard numbers for the cost.

Discussion:

- The roof will be leased to a third party. We currently have an interconnectivity agreement with Eversource and Select.
- Not doing the project will bump us out of line to complete the project and impact long term power savings.

Article 26: DPW Building Office Space Renovation

\$125,000 (estimate)

This will address the need for additional space for the Board of Health (and Town Social worker), a new hire for the conservation commission and a new facilities department hire. The conference room will be reconfigured into a smaller conference room and two offices.

- The question was asked whether this project should wait until after the overall space study (article 27). Facilities Director Duran said there is an urgent need immediately for the space in order to give everyone a place to sit.

Article 27: Space Use and Facility Condition Study

\$300,000 (estimate)

The goal of the study is to evaluate the function, condition and capacity of all facilities and provide a space needs study to determine the Town's long term needs. This study will help to develop alternative options.

Discussion:

- The town owns several houses so it was suggested that they be included in a study like this. Director Duran noted that they are buildings that are maintained by the town through other funds.
- There is an urgency to this and it should be part of the master plan, but it could be postponed.

Article 28: Atkinson Pool Indoor Dehumidification Equipment

\$600,000 (a quote)

This project will explore current dehumidification problems at the pool. This Article, and Article 29, will address the poolpack, controls, decking and grout and recommend solutions.

Discussion:

- There were concerns that this should have been part of the original Fairbank plan. At that time we were told that the pool needed some repairs but not enough to warrant starting over.
- There are so many pieces now coming up with the whole project.
- There was a strong sentiment that we should be looking at the whole pool and what is needed, and what it would cost, not addressing "ala carte" items.

Article 29: Pool Maintenance and Repair Fund

\$480,000 (estimate)

This request will address the existing piping, valves, fittings and grout as well as the pool surrounds. The pool failed a pressure test, indicating that water is leaking through the pipes.

Discussion:

- A question was posed as to alternatives to replacing the grouting with a different surface.

Article 42: Accessible Pathways **\$187,744 (CPC funds)**
This is part of the ADA Transition Plan. It includes improvements at 8 locations around the town. It may not need a lot of design work.
No discussion.

Article 43: Bruce Freeman Rail Trail and CFX Extension **\$300,000 (CPC funds)**
This project has been approved for CPC funding. It includes data collection and a feasibility study for the ½ mile from route 20 to the Framingham town line or a shorter portion if Framingham does not purchase the land from the town line. Last year \$500,000 was appropriated for design costs. There was also a grant secured through MassTrails. The funds will be used for either design costs or for construction costs depending on what is the plan for Framingham.
Discussion:

- Framingham has entered into a purchase and sales to purchase the section in Framingham.
- The funding is being kept flexible to cover the possibilities of different lengths of the trail to be completed.
- Access to the trail will be determined when there are more details on this section. If Framingham extends the Trail then access for South Sudbury will be explored.

Article 44: Curtis Outdoor Health and Wellness Space **\$480,000 (CPC funds)**
This request includes physical activity equipment and outdoor seating. It will add to the Curtis health and physical education classes. The funds requested are based on hard prices for the equipment, hard top and pour and play surfaces. It will also include landscape architecture. The SPS capital plan includes a maintenance fund for this.
No discussion.

Article 45: Feeley Field Phase 2 **\$799,668**
This phase, which is going out to bid, includes bleachers, pads and a covered dugout. It will also address drainage problems. It will also include ADA provisions for accessibility.
Discussion:

- This affects the water district wells so it is imperative to talk to them.
- This project was impacted by COVID related issues that included third party participants. The phase 1 is scheduled to begin this spring.
- A question was raised as to why the project was not being bonded instead of going for CPC funds. The presenter noted that bonding had never been discussed.
- The land improvement is projected to have a 20-30 year useful life.
- Detailed cost estimates need review to see if there are cost savings opportunities.

Article 46: Fence and Lights for Fairbank Multisport Court **\$100,000 (CPC funds)**
These were taken out of the original plans in a cost cutting effort. The original cost was \$200,000 but there was a grant received for \$100,000. All the paperwork for the grant has been submitted.
No discussion.

Articles 33-37: DPW Rolling Stock
DPW Director Dan Nason reviewed the department’s responsibilities. He gave an overview of the vehicles and equipment used and maintained by the DPW, as well as the standards used for vehicle and equipment replacement decisions. He noted that he is having a hard time finding CDL licensed operators so he is trying to use more vehicles that do not require a CDL license. This will improve efficiency and allow for multi-use of vehicles and staffing. The town is also helping employee operators get the CDL licenses.

Article 33: Swap Body truck **\$185,000**

Replaces an older body pickup truck.

Article 34: Swap Body truck **\$210,000**

Replaces an older model 6 wheel spreader truck with wings.

Article 35: Field Mower

\$160,000

Replaces an older model.

Article 36: Multipurpose Tractor

\$215,000

Replaces an older model for clearing snow from walkways, roadside mowing and sidewalk cleaning. It is trackless and will be able to be used throughout the year rather than in a single season. The plan is to replace one of these each year in order to have all equipment in good working order.

Article 37: Front End Loader

\$345,000

Director Nason noted that this piece of equipment has escalated in price by \$100,000 over the previous cost of the same front end loader.

Discussion:

- Cost increases are driven by continuing supply chain issues.
- DPW planning includes \$1-1.3 million in rolling stock purchases each year.
- Although Director Nason has been trying to buy trucks from one manufacturer as an efficiency in using similar parts etc. the difficulty in getting deliveries from Ford and Chevy has forced him to look at other manufacturers.
- In response to a question about purchasing green vehicles, Director Nason explained that the technology is not yet available for the bigger vehicles.

Motion by Select Board to adjourn the meeting at 11.54.

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

Respectfully submitted,
Sue Abrams
Clerk