

CIAC - Capital Improvement Advisory Committee

Meeting Minutes

September 27, 2023

6:32 PM – 7:36 PM

Virtual Meeting via Zoom

Committee Members Present: Susan Asbedian-Ciaffi (SAC); Matt Dallas, Chair (MD); Peter Iovanella (PI); Ark Pang (AP), Lisa Saklad (LS); Tom Travers (TT), Richard Winer (RW)

Others Present: Sandra Duran - Combined Facilities Director, Kevin LaHaise (Sudbury Weekly), Janie Dretler - Select Board member

Chairman Matt Dallas, after confirmation of a quorum, called the meeting to order at 6:32PM.

Vote taken to call the meeting to order:

PI-Aye SAC-Aye LS-Aye TT-Aye AP-Aye RW-Aye MD-Aye

Approval of minutes of September 18, 2023

Motion to approve the minutes of the September 18, 2023 CIAC meeting by Susan Asbedian-Ciaffi, seconded by Tom Travers.

PI-Aye SAC-Aye LS-Aye TT-Aye AP-Aye RW-Aye MD-Aye

Fall Town Meeting

Review of Fall Town Warrant

Director Duran walked the committee through the four Capital articles for the Fall Town Meeting:

Article 6: Atkinson Pool Funds \$100,000

The purpose of this article is to design the pool dehumidification system, plan for separate spaces for the boiler and pool chemicals, and solar ready roof design. The plan is to have the design completed in order to bid and start construction in the spring. When asked by Ark Pang, Director Duran gave an overview of the project.

Motion made by Tom Travers, seconded by Susan Asbedian-Ciaffi

CIAC voted 7 - 0 - 0 to recommend approval of this article

PI-Aye SAC-Aye LS-Aye TT-Aye AP-Aye RW-Aye MD-Aye

Article 7: Fairbanks Community Center – Supplemental Funds \$900,000

This article is to appropriate funds for additional expenditures related to the Fairbanks Community Center project. Director Duran explained that the \$900,000 request can be calculated as 9% of the approximate \$10 million dollars remaining on the project; this calculation is typical in the industry. Tom Travers and Peter Iovanella stated they would like a list of remaining cost risks/risk assessment log remaining on the project.

Motion made by Susan Asbedian-Ciaffi, seconded by Peter Iovanella

CIAC voted 6 - 0 - 1 to recommend approval of this article

PI-Aye SAC- Aye LS-Aye TT-Abstain AP-Aye RW-Aye MD-Aye

Article 10: Route 117/Mossman Rd/Powder Mill Road Intersection Improvements \$800,000

This article is to appropriate funds to install a traffic signal at the intersection of Route 117/Mossman/Powder Mill Roads. The committee had questions on how the estimate was determined and what are the design elements to improve the intersection. The committee decided to table this article until questions could be asked of Director Nason

CIAC tabled recommendation of this article

Article 11: Nixon Elementary School Roof – Schematic Design Fees \$248,000

Director Duran explained that in order for the Nixon roof to be admitted into the MSBA program to receive state aid, the funding has to be in hand before being able to apply. If Nixon is accepted in the program, a designer and MPM will then be assigned to the project.

Motion made by Tom Travers, seconded by Lisa Saklad

CIAC voted 7 - 0 - 0 to recommend approval of this article

PI-Aye SAC- Aye LS-Aye TT-Aye AP-Aye RW-Aye MD-Aye

The Committee decided to draft recommendations on the Articles discussed and voted on tonight to submit to the Select Board and Finance Committee. The final article to be reviewed, Article 9, will be discussed at the next meeting.

Next meeting date is Wednesday, 10/11, at 6:30pm on Zoom.

Meeting adjourned at 7:36pm.

Respectfully submitted,

Susan Asbedian-Ciaffi

CIAC, Clerk