

CIAC - Capital Improvement Advisory Committee

Meeting Minutes
February 19, 2024
6:32 PM – 8:24 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, Janie Dretler-Select Board member, other members of the public.

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

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 February 5, 2023

Motion to approve the minutes of the January 22, 2024 CIAC meeting by Tom Travers, seconded by Robert Winer.

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

Approval of minutes of February 12, 2024, meeting tabled until next meeting.

DPW Roof Top HVAC Unit Replacements (article 20): \$200,000

The HVAC units are not currently failing, but they are at the end of their useful life. This proposed work to be done in conjunction with the replacement of the DPW Roof. The

RFP for the roof is out. Will need to wait for warmer weather since the coating for the roof is weather dependent. These new units will be electrified and more efficient replacing the old ones which run on natural gas. Going forward the plan is to have HVAC units be electrified so as to be solar compatible. This should help to decrease operational costs.

Motion by Pete Iovanella, 2nd Lisa Saklad to recommend this project.

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

Leslie Bory, Hudson Road: not on topic.

Rex 1488 Atkinson Lane: not on topic.

DPW Salt Storage Vinyl Cover Replacement (article 21): \$125,000

The vinyl cover on the salt shed had reached its end-of-life expectancy (20 years). The amount listed in the warrant represents the actual cost of replacing the cover and disposal of the old vinyl cover.

Motion by Peter Iovanella, 2nd Tom Travers to recommend this project.

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

Atkinson Pool Funds (article 22): \$2,350,000

The pool has been looked at holistically resulting in a comprehensive list of what needs to be addressed:

- tile repair and basin tile grouting
- replacement of roofing to make solar ready
- Insufficient air filtration
- boiler room ventilation
- dive pool skimmers and associated piping
- replacing pool mechanical equipment and associated piping

The plan is to not hire an OPM, but have the Architect and the engineers have oversight of the project.

Breakout of costs provided by Director Duran:

Estimated Project Costs	
General Conditions	\$210,000
Architectural/Engineering Oversight	\$195,000
Mechanical/Electrical/Plumbing	\$755,000
Structural	\$385,000
Envelope	\$550,000
Contingency	\$255,000
Total Estimated Costs	\$2,350,000

Dehumidification may impact users up to 5 days, and the equipment could have a lead time of up to 6 months. Pool grouting will close the pool for a minimum for 2 months (grouting alone takes 5 weeks).

The proposed list of work and requested funds will complete the restoration of the pool for the Town's long-term use.

Motion by Tom Travers, 2nd Susan Asbedian-Ciaffi to recommend approval of this project.
PI-Aye SAC-Aye LS-Aye TT-Aye AP-Aye RW-Aye MD-Aye

2 Swap Body Trucks with Plow and Bodies (article 17): \$280,000 each
Pickup Truck with Plow (article 18): \$120,000

The request is for two new trucks to replace the Silverado 3500 consistent with the DPW replacement plan

Vote tabled until CIAC receives CIP forms.

Old Sudbury Road Culvert Replacement (article 19): \$625,00

Design funds for the culvert were granted at the 2021 Town Meeting. Project is ready to be bid for construction or design and engineering.

There is some confusion as to whether this request is for design or if for construction.

CIAC will wait for CIP forms and further clarification prior to voting.

Wayside Inn Road Bridge Replacement (article 34): \$400,000

This article is for funds for replacement of the parapet wall which was damaged after an accident in 2001. The \$400K is based on an engineering estimate.

There is some confusion as to whether this request is for design or if for construction. CIAC will wait for CIP forms and further clarification prior to voting.

Haynes School Dehumidification \$150K (article 24)

Funds are requested to provide air conditioning/dehumidification equipment to temper the air which produces condensation on the floors, creating a slippery surface. Requirement is to temper the humid air and address the safety issue. Classrooms have air conditioning units, but the hallways do not. The gym and cafeteria already have their own systems; Haynes will have 3 different air conditioning systems. This is a stop gap measure. There is no real efficiency in waiting to do the air conditioning in conjunction with the roof replacement. This is to address a safety issue. Estimates are based on the square footage needed to be cooled.

Motion by Susan Asbedian-Ciaffi, 2nd by Lisa Saklad to recommend this project.

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

Classroom Instructional Equipment Replacement \$100K (article 23)

This article is for the replacement of 12–15-year-old SPS instructional equipment for 20 classrooms. The district has standardized classroom instructional equipment. The CIAC notes that the replacement of classroom equipment should not be considered a capital item. Presently, the SPS operating budget cannot accommodate this project so it is bundled as a capital item. In the future, SPS will be striving to make these replacements a part of the SPS operating budget. This year, this request will be funded by free cash. If rejected this request may be covered by ARPA funds.

Motion by Richard Winer, 2nd Pete Iovenlla to recommend this project.

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

Next meeting is scheduled for Monday, 2/26/24, at 6:30pm on Zoom.

Motion to adjourn, Susan Asbedian-Ciaffi, 2nd Peter Iovenella

Meeting adjourned at 8:24pm.

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

Respectfully submitted,
Susan Asbedian-Ciaffi
CIAC, Clerk