

CIAC - Capital Improvement Advisory Committee
Joint with Select Board and Finance Committee
Capital Night
Meeting Minutes
February 24, 2025
7:05 PM - 11:07 PM
Zoom Meeting

Committee Members Present: Matt Dallas, Chair (MD); Ark Pang (AP), Lisa Saklad (LS); Tom Travers (TT), Richard Winer (RW), Susan Asbedian-Ciaffi (SAC), Peter Iovanella (PI)
Others Present: Sandra Duran - Combined Facilities Director, Select Board and Finance Committee Members

The joint meeting was called to order at 7:05 PM.

Chairman Matt Dallas, after confirmation of a quorum, called the meeting to order.

Roll call taken to call the meeting to order:

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

Presentation of Town Manager's Budget - Andy Sheehan

Article 4: Town Manager's Operating Budget

Car for Conversation - \$50K
Car for Health Department \$50K
DPW walkways - \$50K
DPW Survey Station - \$50K
DPW Bandit Chipper - \$99K
DPW multi use tractor - \$32,500
Fire Station and HQ designs - \$50K
Goodnow Library roof design - \$80K
Flynn Building roof design - \$25K
Fire Department Car 4 - \$75K
Fire Dept life PAC 15 Cardiac monitors - \$63,100
IT Network Data Storage upgrade - \$99K
IT migration to Office 365 - \$80,800
SPS entrance mats - \$80K
SPS carpet replacement Loring & Haynes - \$77K
Curtis, Nixon, Haynes flooring replacement - \$80K
SPS bathroom partition replacements - \$58K
SPS painting - \$50K
SPS Curtis camera replacement - \$45K
SPS ceiling tile replacement - \$125K

Town Manager total Operating Capital Budget \$1,2119,400

The items above in the Town Manager's operating budget largely have exceeded or are nearing end of life.

Finance committee asked Town Manager Andy Sheehan to explain how he arrived at the Town Manager's operating capital budget.

Tom Travers asked if the dollar amounts are based on estimates or actual quotes. Town Manager Sheehan explained that usually there are not hard quotes. Expectation is that a price cannot be held for the time period between the RFP and the execution of the project.

Richard Winer asked how the lifetime of vehicles and materials are determined. Town Manager Sheehan said that the manufacturer tends to set those parameters.

Presentation of Capital Budget

Facilities Director - Sandra Duran

Haynes School Roof Replacement \$3,530,000

This roof replacement project is eligible for MSBA funding; the present roof is 26 years old. MSBA process requires that funding be in place prior to being considered for reimbursement since funds would need to be available within 12 months. These funds include design, roof replacement cost, and escalation percentage.

Nixon School Roof Replacement \$2,755,000

This is a partial roof replacement project. The present roof is 30 years old. These funds include roof replacement cost and escalation percentage. Design was already completed with funds provided at a previous town meeting.

MSBA will reimburse at least 31% of costs; the reimbursement ceiling is 41%.

HVAC Capital Improvement Engineering Study \$152,000

This study will include a status of existing conditions, conceptual stretch code compliant equipment selections, conceptual cost estimate, engineering fee budget, conceptual sustainable/electrification equipment selections. Can HVAC be paired with solar? The solar opportunities are to be explored, but not on this study.

SPS request for \$190K for project design to replace fire alarms, provide emergency lighting for Curtis, Haynes, Loring and determine design and cost of a BDA (bidirectional amplifier) system for all schools.

SPS Superintendent - Brad Crozier

Non recurring expense of \$250,720 for new ELA curriculum and staff training for grades K-5 and provides funding for a grade 6 - 8 study committee.

Warrant article to spend \$100K per year over 5 years on classroom instructional equipment. We are now in year 2 of a 5-year program to replace/update UDL classroom equipment. This includes projection ability and listening devices. The plan is for SPS to include this in the future in the SPS operating budget.

Facilities Director - Sandra Duran

DPW Emergency Operations Center \$125K. The town was awarded a \$500K grant. In order to utilize the grant, the town needs to provide a 25% match of the \$500K grant. Funding to rehab/construct a facility to house Emergency Operations, bunk and break space for personnel, office and kitchen space. Original building was built in 1956. This \$500K is to get the Town started in the upgrading process; FEMA indicated they may be willing to fund future projects. The question was raised regarding and if the FEMA funding would still be available.

Atkinson pool renovation request for \$428,298 in supplemental funds for additional HVAC design and installation of a thermal duct hard duct system to enhance indoor air quality. This scope of work was not

included in the initial design study and funding request of November 2024. There is insufficient air filtration in the pool, which results in swimmers experiencing bad air quality. Director Duran explained that in order to do the project in its entirety, including grouting, there is a need to ask for an additional \$350K. The idea is to put this project out for rebid since all previous bids came in too high. The question was asked if it is a good use of taxpayer dollars to maintain the pool. A request was made for a list of total costs on the pool over the last 10 years. There is still a leak in the pool, which results in a need to buy water to keep the pool filled. \$2.35K awarded from last town meeting is now not enough to complete the necessary work to address all the pool issues. There was an extended discussion as to the value of the pool to the town. The question was asked if we should still continue to band-aid the pool, or redo it.

DPW Director - Tina Rivard

One light and one heavy truck to be replaced in FY26. 6-wheel dump truck to replace a 2006 model \$382K, 15-year life cycle. Dump truck with plow and spreader, 10-year life cycle, \$146K.

Culvert Drainage and road construction, \$950K. This is in excess of the \$730K received in Chapter 90 funding Sudbury receives from the state. Total estimated cost to the town is \$125K for Pavement Condition Index (PCI) not to decline. Finance committee requested a breakout of the projects that make up the \$950K. Director Rivard talked about timing the projects to minimize traffic impacts.

Fire Chief - Tim Choate

Ambulance replacement \$500K. The present ambulance to be replaced was purchased in 2015, has a life expectancy of 7 to 10 years, and has 80K miles. New ambulance replacements take around 34 - 30 months. Ambulance receipts will be used to pay down the debt of the cost of the ambulance.

Engine 1 replacement - rolling stock \$725K. Emergency replacement request because Engine 1 did not pass inspection in October 2024, and the other reserve Engine is from 1997. It is 20 years old; life expectancy is 20 years. The fire truck manufacturer has agreed to put an Engine on hold for Sudbury pending Town Meeting for delivery in early July 2026. The Fire Department is now borrowing a 1990 fire truck from a neighboring town to serve as a backup as needed.

Motion to adjourn: by Tom Travers, 2nd by Matt Dallas
Meeting adjourned at 11:07 PM

Respectfully submitted,
Susan Asbedian-Ciaffi
CIAC, Clerk