

TO: The Sudbury Select Board and Finance Committee  
FROM: Capital Improvement Advisory Committee (CIAC)  
RE: FY27 Town Warrant Capital Article Recommendations  
DATE: April 1, 2026

This document provides the CIAC's recommendations to the Finance Committee and the Board of Selectmen on the proposed capital projects for FY27. Section I provides an overview of the process. Section II provides the specific recommendations. Section III provides the committee's feedback on Article 20. Section IV provides a recommendation for participation.

## **I. Overview of Process**

The CIAC's mission is to review all capital project requests to be presented at Sudbury Annual Town Meeting that are over \$100,000 in one year or over \$200,000 in multiple years ("Capital Projects").

The CIAC received a description of each project on a CIP Form, where available, and in certain instances, additional information in other formats such as reports and PowerPoint presentations. During the CIAC meetings held in February and March of 2026, the committee discussed the projects and requested additional information of the sponsoring departments (e.g. DPW, Park and Rec, Fire Department, SPS, LSRHS) as needed.

The CIAC did not review projects with a cost of \$100,000 or less that are to be funded within the Town Manager's capital operating budget because they do not fall under its review and recommendation mandate.

## **II. Summary of CIAC Recommendations**

### **Community Preservation**

#### **Haskell/Smile Playground for \$337,700**

Replacement and update of some equipment and flooring at the playground. Will require sections of the playground to be closed during construction and installation.

CIAC recommends approval by a vote of 7-0

#### **Davis Field Improvement Design for \$122,000**

Design work only for improvements for Davis Field, including soccer fields and drainage. This project is a priority over the Broadacre Farm design and construction.

CIAC recommends approval by a vote of 7-0

**Broadacres Farm and Featherland Park Design for \$214,000**

Design work only for improvements for Broadacre Farm, including baseball and softball fields and parking.

CIAC recommends approval by a vote of 7-0

**Accessible Connections: MCRT to Memorial Forest/Hop Brook for \$270,000**

Improve accessibility to the Town-owned Hop Brook Marsh Reservation and Sudbury Valley Trustee-owned Memorial Forest via the soon to be completed Mass Central Rail Trail (MCRT). The project includes three components: 1) engineering, design, and permitting for all-persons trail through part of Memorial Forest; 2) design, engineering, and construction of a 250-foot long accessible boardwalk from the MCRT to Duck Pond in Hop Brook Marsh; and 3) design and construction of a small, accessible parking area off Dutton Road, adjacent to the MCRT.

CIAC recommends approval by a vote of 7-0

**DPW Capital Items**

**Roads, Culverts, Drainage, Consultant & Construction, Design & Drain Replacement for \$950,000**

The DPW director's plans for culvert repairs are fluid because of emergencies that materialize. Instead of breaking out specific culverts, the projects are lumped together in order to have flexibility in addressing emergencies as well as ongoing maintenance. Pending any emergencies, the target for FY27 is for dam assessment and replacement of the Wabash Road culvert.

CIAC recommends approval by a vote of 6-0

**Town Owned Parking Lots Pavement Project for \$100,000**

There will be a \$100,000 request each year for 4 years for the repair and maintenance of town owned parking lots. The conditions of the town owned lots will be evaluated and addressed on an as needed basis.

CIAC recommends approval by a vote of 5-1

**Large Construction / Excavation / Loader Equipment for \$300,000**

**6-Wheel 26,000+ GVW Combo Body Dump Truck w/Plow and Spreader for \$350,000**

**10-Wheel 40,000+ GVW Dump Truck for \$335,000**

**Light/Medium Duty Pickup Truck w/ Plow and Spreader for \$135,000**

This is part of the DPW rolling stock replacement program. DPS targets to replace one light/medium and one heavy duty vehicle each year to maintain the fleet. The Sudbury DPW has a more conservative replacement cycle than the American Public Works Association (APWA) and the Federal General Services Administration (GSA).

CIAC recommends approval by a vote of 6-0

**Combined Facilities Department Capital Items**

**DPW Garage Communications and Security Fire Alarm, Panels & Design for \$132,000**

The current system is at the end of its useful life. The current bid for the system is a cost estimate from the current fire alarm vendor based on the knowledge they have of our town. The proposed replacement is not a proprietary system and will have an RFP to competitively bid.

CIAC recommends approval by a vote of 6-0

**Fire Department 2 Roof Covering Asphalt Shingle Replacement for \$119,200**

Standard replacement of the asphalt singles on the current roof. There is not a currently planned expansion of the station and there is not one included in the current 15-year plan. The design of this item was funded at a previous town meeting.

CIAC recommends approval by a vote of 6-0

**Flynn Building Offices Pump, Hot Water Circulation & Boiler Replacement for \$150,000**

The scope of work for the Flynn building includes:

- Demolition and disposal of existing boiler and pumps
- Replace the existing boiler with two 500 MBH high efficiency boilers with BACnet communication
- New boiler condensate piping and neutralizer kits
- New flue and combustion air piping, as required
- New VFG system pumps

CIAC recommends approval by a vote of 6-0

**ADA Self-Assessment Transition Plan Recommendations for \$200,000**

The funding would be used to continue addressing items currently on the ADA list and address urgent needs as they occur, acknowledging that some items may require design and bidding. An example of an urgent need would be an ADA modification needed for an individual that was not captured in the original plan. The current request of \$200,000 in funding is to continue to work on additional open items but not expected to cover the entire cost.

CIAC recommends approval by a vote of 6-0

**Haynes & Nixon Elem. School Communications & Security Fire Alarm for \$660,500**

The cost is NV5 cost at schematic design. It is not a fully flushed out construction design. Phase one will include Hayes and Nixon in order to coordinate with the current roof projects and minimize disruption.

CIAC recommends approval by a vote of 6-0

**Building Management System SPS Capital Repairs for \$110,000**

The article is for capital repairs to try and keep up with the maintenance/repairs to elongate the life of the systems to keep the temperature at appropriate levels in all five schools. This cost covers all five schools and the systems are aging with a lot of repairs necessary.

CIAC recommends approval by a vote of 6-0

### **Fire Department Capital Items**

#### **SCBA Self Contained Breathing Apparatus for \$550,000**

Self-contained breathing apparatus with a 6 month+ delivery timeline. Total implementation timeline – approx. 18-24 months. If this item is not approved for FY27 we run the risk this critical equipment will expire.

CIAC recommends approval by a vote of 6-0

### **LSRHS**

#### **Waste Water Treatment Facility SBI Panel for \$147,679**

Current system is beyond useful life and no longer supported by manufacturer and it is difficult to get parts. There is a risk of failure and the proposed solution is to replace hardware and software.

CIAC recommends approval by a vote of 6-0

### **SPS**

#### **School Safety All Buildings for \$450,000**

The article includes the following:

- Infrastructure enhancement for Noyes – interior vestibule
- Additional access control devices to interior doors
- Parking lot safety improvements – especially Curtis
- Automated badge system with time expirations
- Signage

CIAC recommends approval by a vote of 6-0

#### **Classroom Instructional Equipment Replacement for \$100,000**

Third year of classroom UDL retrofit initiative. It includes wall mounted touch view screen, mobile touch view, light speed redbcat audio system. Teachers can use a microphone. IPEVO document camera to project to the touch screen. Cost of \$5,000 per “outfit” x 20 classrooms.

The CIAC believes that this article belongs within the SPS operating budget, and not presented as a capital article. In addition, as stated in the warrant, the CIAC does not have enough detailed information to take a position on this article.

### **Garage Floor Replacement for \$2,200,000**

It has been determined that the DPW garage floor has significantly degraded. An architect was hired to determine structural integrity. During the schematic it was determined that during the previous construction of the concrete slab the rebar bars were placed too high. The recommendation is for the replacement of entire floor and drains. OPM is required because the project will be over 1.5 million. The article includes a design contingency (10%) + Construction contingency (13.5%) + Escalation (6%) totaling approximately 30% total contingency for the project.

CIAC recommends approval by a vote of 7-0

### **III. Article 20: Amend Bylaws, C. 11 Capital Planning**

#### **§ 11-2 Duties.**

The CIAC shall study all capital proposals which involve major tangible items with a total project cost of more than ~~\$100,000 in a single year or over \$200,000 in multiple years~~ \$500,000 and which would likely require an article at Town Meeting for the project's authorization. The CIAC shall make a report with recommendations to the Finance Committee and the Select Board on these proposals.

**SELECT BOARD REPORT (from 2025):** The spending thresholds in the Capital Planning Bylaw have not kept pace with inflation and cost escalation. The thresholds were last amended in 2019. This article proposes to replace the two thresholds with a single threshold of \$500,000. Any capital request below the threshold would be funded within the Town Manager's Capital Operating Budget and any capital request above the threshold would be funded outside of the Town Manager's Capital Operating Budget, typically as a separate warrant article. This change would better reflect economic realities since the last bylaw amendment. It would also allow the Capital Improvement Advisory Committee (CIAC) to focus on the larger capital requests that have greater impact on the Town's finances and its taxpayers.

#### **CIAC's Response:**

Town Manager Andy Sheehan spoke to the new threshold proposal of \$500,000 for articles subject to review by the CIAC. The basis for the threshold was reviewed with the committee and it was explained how with recent changes to the capital review process there is insufficient time necessary to review the number of projects. The new proposal limits the number of projects submitted to the CIAC for review and takes into account the impact of inflation since the prior review thresholds were set in 2019. The proposed \$500,000 threshold was not based on a specific calculation but on internal conversations and if in place with the current FY budget, five items would have been excluded from CIAC review. In addition, the intent is to reduce the duplication of effort between the FinCom and CIAC.

One of the concerns from the committee was that projects whose costs exceed the \$500,000 threshold in total but not on an annual basis would be excluded from committee review. This

includes design work for larger projects that take multiple years to complete. The committee suggests that the capital requests for such design work also include a ball-park estimate for the capital needs for the long-term project. Another concern was that articles that initially were below the threshold could eventually exceed the \$500,000 upon receipt of new information or estimates prior to town meeting and that these items would not be reviewed by the CIAC. The Town Manager has suggested that exceptions can be made by the Select Board for the CIAC to review capital projects below the \$500,000 threshold amount.

#### **IV. Recommendation for Participation**

The Community Preservation Committee (“CPC”) proposes capital projects every year in the areas of recreation, historic preservation, open space and housing. This committee does not participate in Capital Night or does it interface with the CIAC directly during the review process, but looks to the CIAC to opine on their capital articles at Town Meeting. Although the CIAC eventually obtains information on these CPC projects from other Town sources, the CPC’s nonparticipation makes it more difficult to review the CPC capital projects. The CIAC suggests that the CPC should participate in the capital project’s review process so that their proposed projects are reviewed and coordinated with other capital project’s that are being presented at Town Meeting for approval.

#### **V. Closing**

The CIAC would like to thank all the Sudbury’s employees and department managers who participated in the FY27 capital process for their time and support.

Respectfully submitted by:

#### **Capital Improvement Advisory Committee**

Susan Asbedian-Ciaffi  
Doug Caplan  
Matt Dallas, Chair  
Peter Iovanella, Vice-Chair  
Ark Pang  
Lisa Saklad, Clerk  
Thomas S. Travers