

CIAC meeting – December 16, 2014 at DPW building (275 Old Lancaster Rd)

In attendance – Chairperson Tom Travers, Jamie Gossels, Susan Asbedian-Ciaffi, Bob Desaulniers, Susan Abrams, Michael Lane, Jim Kelly

Additionally in attendance – Chuck Woodard, Bill Miles, Scott Nix, Bill Place, Pat Brown, Mary Will

Not present – Eric Greece

7:00 – Chairperson Tom Travers called meeting to order. Acknowledgement of a quorum.

The meeting minutes from the previous CIAC meeting, held on November 19, 2014, we approved with a minor change in prospective attendees for the current meeting and the January 6 meeting. Jamie Gossels to revise and redistribute for acceptance. Maureen Valente was scheduled to present at the meeting but was absent due to illness.

7:05 – Bill Place from the DPW presented his requests for the CIAC for FY16, including rolling stock.

Bill requested five trucks in total, all of which are from the years 2000 to 2006 (between 8 and 14 years old). Typical lifespan for a DPW used vehicle is 7-10 years. One vehicle on the DWP list is a 10-wheel roll-off truck that will be funded by landfill retained earnings.

A discussion of the funding of a stabilization fund was conducted. The fund would essentially hold a fixed amount (\$400k) for DPW rolling stock each year and funding sources were described by Chuck Woodard.

The request for the replacement of the \$250k underground fuel storage tank was discussed. The tank is 20 years old and the warranty will expire in 2015. The tank is not currently leaking and has a fiberglass secondary containment around it with an alarm in case of a leak. Newer tanks are above ground to limit the risk of environmental harm and the request is to replace the underground tank with an above ground unit.

7:30 – Fire Chief Bill Miles brought two capital requests up for discussion with the committee.

The first item was replacing the three LifePack 12 units with newer LifePack 15 units. In 2013, the Sudbury Fire Depot implemented an advanced Life Support Program putting paramedics in ambulances (instead of EMTs). The paramedics use the LifePack units to monitor patients while in the ambulance and did so 252 times from November, 2013 through November, 2014. The request is to provide the paramedics with the best tools

possible to do their job and newer units have enhanced capabilities and features to do so. Total cost of the upgrade is \$96k.

The second item was the requested replacement of 15 hard-wired master call boxes with newer radio boxes. The 15 units are at municipal buildings. Migrating the system away from the current copper-wire system is a best practice in other towns and would reduce the amount of annual maintenance to the system each year. A consideration of the new program is how to approach local business and private organizations in replacing their boxes and absorbing costs associated with that. Total cost of the upgrades is \$90k spread over two or three years.

Tom Travers brought up the point of the LS High School fire alarm system upgrades. When the new school was built, it used an old system and now components of that system must be upgraded. During the liaison meeting with LS committee members wanted the LS alarm upgrade to comply with the radio box conversion.

8:10 – Police Chief Nix discusses enhancement to school security.

There is a request for \$220k worth of the Sudbury school security upgrades and Chief Nix first discussed the access control project. At this point, access to the K-8 schools is managed by the Sudbury Police on a series of key rings. The request is to move to an automated proximity fob system that would replace the keys, reduce the need for rekeying and enhance the monitoring of who has access to the school. In terms of scope, the request is to install three access-control doors at each of the five K-8 schools.

The second component of the \$220k for FY16 is the addition of exterior video cameras to the K-8 schools. This not only would increase visibility in case of an emergency, but also would help in thwarting vandalism.

Further discussion took place regarding potential future upgrades to the school security system.

8:30 – Discussion of Strategic Finance Committee- Chuck Woodard

Discussion of general funding options for small and large projects, the mechanics of a stabilization fund and budgeting expense for Johnson Farm.

8:50 – Discussion of Operating Capital Projects and other project- Jim Kelly

There was a discussion of projects listed on the FY16 budget (Cutting Field lighting, David Field Development, 36 North Road and the Rail Trail Phase 1). Jim Kelly will research which of those should be included in our FY16 discussion and which are slated for future years.

Jim then spoke to each of the operating capital projects (under \$50K).

9:05 – Discussion of next meetings

January 6, 2015 – CIAC meeting with Park & Rec, Maureen Valente, Facilities

January 20, 2015 – meeting to finalize CIAC capital budget and vote on all items

9:10 – Motion to adjourn, unanimously approved.

Respectfully submitted,

Bob Desaulniers – CIAC member