

**CIAC - Capital Improvement Advisory Committee**  
**Meeting Minutes DRAFT**  
**November 21, 2016**  
**7:00 PM – 8:56 PM**  
**Flynn Building**

Present: Susan Asbedian-Ciaffi, Jamie Gossels, Mark Howrey, Tom Travers, Jim Kelly

Also Present: Jim Marotta (Chair of Park and Rec. Commission), Dick Williamson, Mara Huston, Robert Beagan (all Park and Rec. Commission members)

Not Present: Susan Abrams, Eric Greece, Michael Lane

**General Business:**

1. Chairman Mark Howrey, following acknowledgement of a quorum, called the meeting to order at 7:03PM.
2. Approval of minutes  
Motion to approve minutes of meeting of 11/9/16 made and seconded. Motion passed unanimously
3. Meeting schedule:  
12/5/16 meeting date confirmed with current agenda  
In general, Monday evening meetings are difficult for at least one CIAC member so we will try to avoid Monday meetings in the future
4. The Town Manager was not available for tonight's meeting so Board of Selectmen projects (Wayside Inn, Melone Property, Bruce Freeman Rail Trail) will not be presented.
5. Joint meeting with CPC: There was discussion about holding a joint meeting with CPC and/or attending CPC scheduled meeting(s) to avoid duplication in presentation of projects to both CPC and CIAC. Robert Beagan, Park and Rec. rep. to CPC, informed us that upcoming CPC meeting will be held on Dec. 7 and Dec. 21. Mark will correspond with CPC chair Chris Morley to determine best course of action.

**Review of Capital Requests:**

**1. Pour in Place Surfacing for Lyons Pride/SMILE Sudbury Playground at Haskell Field**

**Presenter: Jim Marotta**

**Estimated cost: \$65,000**

This project is to remove remaining wood chips from the playground and replace with Pour in Place Surfacing.

Jim Marotta reported that Park and Rec. Director Kayla McNamara has determined that this project is the #1 priority for Park and Rec because it is a safety hazard in its current condition (buckling of current surface and other problems?) Kayla was not available to attend this meeting. The Commission supports this prioritization.

This project has been submitted to the CPC for consideration for funding. There is a written quote of \$57,875 to complete this project.

**Discussion:**

- Will this project just replace the current wood chips or also some of the existing poured in place surface?
- What percentage of the total playground surface will be covered by this project?

- Will there be any patching of current buckling areas?
- What is the life expectancy of the poured in place surface (Form A indicates 15 years) and how does this correspond existing Poured in Place surface and what, if anything, will be replaced? (How long ago was part of it replaced?)
- Is there a warranty for existing Poured in Place surface?-There was some discussion that the company that had previously installed the surface is out of business, suggesting there is no warranty in place.
- Jim Marotta said that Kayla McNamara indicated that this project would resolve all current safety issues “permanently.”
- Mark requested that Park and Rec Commission consult with Kayla McNamara to find answers to our questions and to update the Form A.

## **2. Featherland Tennis Courts**

**Presenter: Mara Huston**

**Estimated Cost: \$175,000**

This project is to replace the Featherland tennis courts, which had been closed in the spring of 2015, via a multisport reconstruction plan. The committee is currently deciding between 2 alternative plans:

- a. 4 tennis courts with 2 basketball half courts
- b. 2 tennis courts and 2 basketball courts with no fencing

Both alternatives also include striping for pickleball courts overlaying one or more tennis courts. The cost of the two options is the same.

Jim Marotta indicated that this project had been prioritized lower on Park and Rec. list but that Mara has spearheaded the project and it has moved up.

This project has been submitted to the CPC for consideration for funding.

Park and Rec. commissioners reminded the CIAC about the history of the project: It was originally in the Town Manager’s budget but was removed last fall. The CIAC then recommended that Park and Rec submit this project to CPC for funding. The timeline didn’t work out in that, by the time budgetary changes were made, it was too late for CPC to consider this project for FY17.

Mara cited National Park and Rec recommendations for unstructured recreation decentralized throughout the community. Featherland is in a prime location because there are a lot of residences, it is accessible by sidewalk, and it is visible along a main road. She pointed out that unstructured recreation provides a health benefit in relieving stress, and also expressed the belief that “If you build it, they will come.”

### **Discussion:**

- There was a reminder that this was a lost asset; the courts were removed before anyone knew what was happening.
- It is also an eyesore in its current state
- There was discussion about the needs of and possible uses by the LS JV and freshmen tennis teams. (LS may be able to use Feely Courts, but only if there are both a varsity and JV coach. The CIAC requested that Park and Rec follow-up with LS re: use of courts and include that information in the Form A, if relevant.)
- The CIAC requested an update when the final plan is determined. Mark also requested that National Park and Rec. recommendations and public health considerations be added to the Form A.

### **3. Consulting/Planning Services (Park and Rec.)**

**Presenter: Jim Marotta**

**Estimated Cost: \$50,000**

Kayla McNamara has indicated that field space is Park and Rec's top priority. This request is to provide funds for the Park and Rec. Commission to more fully develop capital spending proposals for field space by hiring consultants for traffic, engineering, and/or environmental studies, etc. as needed. It is hoped that information provided by these studies will result in better plans that address issues and questions related to each proposal.

This project has been submitted to the CPC for consideration for funding.

#### **Discussion:**

- There was a question of whether consultant costs should be associated with each specific project instead of through this "umbrella" approach.
- There was consensus that more detail is needed about which specific projects would be impacted by this funding

### **4. Advancing the Bruce Freeman Rail Trail Design**

**Estimated Cost: \$330,000? (TBD)**

This is a Board of Selectmen project but Dick Williamson provided some background as he has been on the Rail Trail task force.

\$150,000 was appropriated last year toward 75% design in order to avoid a one year funding gap and to continue making progress toward design completion. This funding isn't sufficient to complete 75% designs (as was anticipated last year.) The proposal would be to fully fund the 75% working drawings. There is no quote yet; \$330,000 is an estimate of the cap of cost based on calibration from other towns' costs for similar work. It's a placeholder so progress can continue. There is also the desire to should make sure that Mass DOT know that Sudbury is sincere in our efforts to move forward.

This project has been submitted to the CPC for consideration for funding.

#### **Discussion:**

- It was noted that we currently have last year's Form A and would like to see an updated version.
- What will happen if CPC says no?
- Related to all of the above and additional CPC projects, CIAC has requested information from the Town about CPC's funding capacity for the next 5-15 years.

### **5. Wayside Inn Land Preservation Through Conservation Restriction**

**Estimated Cost: \$6,000,000**

This is a Board of Selectmen project. We can expect to learn more about it from the Town Manager. There was a question of whether this project should come before the CIAC. The general consensus is that it should, but unclear. The Form A has not been created but is required. This project has been submitted to the CPC for consideration for funding.

### **6. Melone Redevelopment Study**

**Estimated Cost: \$160,000**

This is potentially a Board of Selectmen project though Jim Kelly thinks it might not move forward for FY 18. The purpose of the project is to fund a study to decide what to do with the Melone property.

## **7. New Electric Vehicle and Car Charging Station**

**Presenter: Jim Kelly**

**Estimated cost: \$42,000 (\$17,500 available from grant)**

This request is to purchase an electric car to be used by the Building Department and to install an electric car charging station at the DPW Building. The car would be used by the building inspector. Jim indicated that the building inspector's current car is in fine condition. This initiative is primarily so the Town can serve as a model for the future of green energy, a "project for the future." Funding beyond the grant (\$24,500) would come from the Energy Revolving Fund.

### **Discussion:**

- There were several questions about Sudbury's fleet of vehicles and needs.
- Would there be any trade-in value for the building inspector's current car?
- There was appreciation for the green initiative but concern about the lack of need for this vehicle.

**Meeting Adjourned:** 8:56 p.m.

Respectfully submitted,

Jamie Gossels