

CIAC - Capital Improvement Advisory Committee
Meeting Minutes DRAFT
January 24, 2017
7:00 PM – 8:45 PM
DPW Building

Present: Susan Asbedian-Ciaffi, Jamie Gossels, Eric Greece, Mark Howrey, Tom Travers, Jim Kelly, Michael Lane

Absent: Sue Abrams

Also Present: Sue Rothermich (SPS), Joe Kupczsweki (SPS), Jose Garcia-Meitin (FinCom)

Chairman Mark Howrey, following acknowledgement of a quorum, called the meeting to order at 7:03PM.

Minutes of the meeting of January 3, 2017 were approved unanimously

Review of Project Requests

1. Town and School Capital HVAC

Presenter: SPS Facilities Supervisor Joe K and Jim Kelly

Estimated cost: \$55,000 (To be funded from free cash)

This request is to repair HVAC systems throughout the schools and town as needed. The discussion centered on school HVAC systems. The immediate need is to repair two to three units at Curtis with a total estimated cost of ~\$30,000. Additional funds are requested to provide flexibility so that funds are available when systems fail. Some funds might not be expended until FY19. This project is to repair rather than replace units to prolong their life spans.

Discussion:

- There was agreement that there is a critical need for identified HVAC repairs.
- There was concern, based on feedback at Town Meeting and Town Forum, that part of the request is too vague and open-ended. CIAC requested estimates of specific repairs totaling \$55,000 but acknowledged need for flexibility. CIAC encouraged modification of Form A to reflect both specifics and flexibility.
- Jim acknowledged that there won't be significant energy savings from this project. CIAC suggested Form A should reflect reliability as big picture goal, no focus on energy savings.

2. SPS Playgrounds Renovations to Address Accessibility Issues

Presenters: SPS Business Manager Sue Rothermich and SPS Facilities Supervisor Joe K

Estimated cost: \$150,000 (To be funded from free cash)

This is an initial request for a long term project with the goal of making all four elementary school playgrounds accessible within ADA (Americans with Disabilities Act) guidelines. The goal is not to change all structures at all playgrounds, but for every current element, SPS should provide a certain number of accessible elements. SPS is awaiting specific estimates but total project estimate is ~\$600,000. All four school playgrounds have accessibility issues; all were built before ADA was enacted. Both equipment and surface must be considered when evaluating ADA compliance.

Discussion:

- There was discussion of specific playground elements at individual schools. Joe indicated that only the new spinner at Noyes (funded with help from Early Childhood Education) is compliant with respect to both equipment and accessible surface
- There was discussion about possible alternate/additional sources of funding including PTOs, SERF. Sue mentioned a possible matching grant for structures only; this would require funds for the other part of the “match” from town funds.
- This is an expensive project, considering all of the other capital requests. SPS feels strongly that playground accessibility must be addressed. The “order of operations” must be assessed (# elements/ surface combination) to achieve the goal. Getting to 100% accessibility will take time and money; the initial goal is to make a good faith effort towards some progress.
- CIAC encouraged SPS to provide more detail in the Form A including cost estimates and staging plan (equipment vs. surface, something at each school vs. completed renovation at one school). CIAC also encouraged SPS to explore other sources of funding as noted above.

3. SPS Wireless Infrastructure Upgrades for the Elementary Schools

Presenter: SPS Business Manager Sue Rothermich and Jim Kelly

Estimated cost: \$175,000 (net of 40% Erate reimbursement)

This request is to upgrade the wireless infrastructure in the elementary schools to support current needs. The new infrastructure will allow for management capability as well as increased wireless capacity. Wireless needs have increased with online testing as well as many more wireless devices

Discussion:

- There were questions about current use and limitations; Sue indicated that sometimes students have trouble logging on and have to move to a different classroom.
- There were questions about the budget: The total quote is for \$250,000 with a possible 40% reimbursement from Erate, thus net cost of \$150,000. Jim indicated that the additional \$25,000 indicated in the request would be for contingencies. CIAC requested that this be made explicit in the Form A.

4. Goodnow Library Reimagining the Second Floor

Presenter: Jim Kelly

Estimated cost: \$0 for Town (To be privately funded by Goodnow Library Foundation)

This is an interior renovation to the second floor young adult section and adjacent area to update the space and create a more collaborative and comfortable environment for teens. This project will be privately funded by the Goodnow Library Foundation, still in the process of raising funds.

Discussion

- Since it will be privately funded, this project will not be voted at Town Meeting. Jim presented it to the CIAC for general information

5. Energy Improvements: Green Energy Project

Presenter: Jim Kelly

Estimated cost: \$75,000 (to be funded by Energy Revolving Fund)

This proposal is to use town funds from the Energy Revolving Fund to leverage state funds through a Green Community Grant (max grant funding \$250,000). The Energy Committee is evaluating projects to be included in the grant, each of which will have a town fund contribution in addition to

the grant request. Projects under consideration include energy management controls for the library, LED lighting upgrades in all buildings, an electric car and charging station, building envelope improvements, and refrigeration controls.

Discussion:

- Since this project will be funded from the revolving fund, it requires Town Meeting approval as part of the revolving fund article (often part of consent calendar) as opposed to a separately funded article. Funds available are limited by the revolving fund
- CIAC would like to see the final grant including energy savings estimates
- The grant is due March 3; the goal of the committee is to present a well-rounded grant

Future Meetings:

- Tuesday, Jan. 31: Town Hall, Rail Trail, SPS Offices
- Thursday, Feb. 9: Mark will have prepared and distributed draft report, without votes, to discuss at this meeting. Revised Form A's also to be completed by Feb. 9

Meeting adjourned at 8:45pm.

Respectfully submitted,
Jamie Gossels
Acting Clerk