

# DRAFT

Town of Medway



**Capital Improvement Planning Committee**  
155 Village Street, Medway MA 02053  
(508) 533-3264 • FAX: (508) 321-4988

Meeting Minutes: January 23, 2018  
Medway Senior Center,

**Call to Order:** – With a quorum, this meeting was called to order by Committee Chair, Ms. O’ Rourke at 7:00 PM.

## **Committee Attendees:**

	01/02/18	01/09/18	01/23/18	
Kelly O’Rourke	X	X	X	
Leonard Mitchell	X	X	X	
Tracy Malcolm	Absent with Notice	X	X	
Debi Rossi	X	X	X	
Sarah Raposa	X	X	ABSENT WITH NOTICE	

## **Other Attendees-**

**Michael Boynton- Town Administrator**

**Meet with Town Administrator to discuss Capital Projects-** Mr. Boynton and the members discussed at length the items in the Capital Plan for FY2019. The items that were discussed are the following:

- ***Vehicle (\$24,000)*** – Town will apply for Green Communities Grant. If awarded one of the vehicles will be given to the libraries.
- ***Install Community Buildings & Welcome Signs-***There wasn’t enough support to include this item to FY2019 list.
- Mr. Boynton said the top-most priority this year is to procure the Street Sweeper. The second sidewalk plough will be nice-to-have and the existing one is functional.
- Of the \$1.75 million dollars, \$450K will be utilized for capital projects during fall. His preference is to fund the front end loader now and defer the sidewalk plough to fall.
- ***Various Bridge Improvements-***This line item will be funded through Exelon funds.

- ***Student Information System***-There was discussion on the school request for student management system. Members said more vetting is required before funds can be awarded to this item. Mr. Boynton is ok with funding this item if required and was willing to move the request for front end loader to the fall.
- Mr. Boynton said Auditorium upgrades request by IT should be a school request.
- ***Replace Front End Loader*** at \$189K- Front end loader is a bigger priority and is used heavily by the town. It's more of a safety concern. Sidewalk plow will be deferred until the fall of this year.
- ***Replace Radio Box Fire Alarm System***- Members said they are under the impression that this item was allocated \$59,500 last year from Salmon Retirement site plan. The initial request was for \$155K and it shows up at \$125K in FY19 list. Mr. Boynton clarified that funds were only identified for the use but were never allocated. It was determined that the first \$50K will be funneled through the Salmon Retirement Community project but that never happened. He explained the need and benefits of replacing the radio box system. He also said receivers in the Police station must be changed. The amount was dropped to \$125K by the administrator's office with the understanding that \$60K (approx.) will be funded through Salmon Retirement project. He clarified the request is for \$125K at this time.
- ***500K for McGovern Parking Lot*** - is not a priority at this time.
- ***Replace A/C Condensers*** at Police Station for \$250K is not a priority at this time. All A/C units does not have to be replaced. It will be revisited at some point.
- ***Replace Heating Boilers*** at Schools at \$705,000 is a priority. General fund borrowing is restricted to \$705K for the boilers at McGovern and Memorial Schools.
- ***Various Road/ Sidewalk Improvements***- The number remains firm at \$750,000. Members asked if there is any room to reduce the funding for this item. Mr. Boynton requested that it should be kept at the requested amount.
- ***Replace Command Vehicle***- The existing vehicle (Expedition) will stay in the fire department as a support vehicle. He was ok with increasing the amount to what Chief Lynch requested (\$65,000) in order to procure the additional features.
- ***Heated Sidewalks***- The requested 35K will be used to finish the remaining heated sidewalk work (in the front) at the senior center.
- ***Install Prep Sink & SS Countertop***- Mr. Boynton said it's not a priority at this time and BOS might not approve this item. He said the roof condition at senior center is a concern. It will be looked closely during fall. CIPC pointed out the prep sink and countertop installation is more of a Board of Health certification issue for the use of the kitchen.
- ***Water Heater Replacement at Senior Center***- Is a nice-to-have but is not a priority at this time.

- **Replace Water Mains- Brentwood/ Holliston/ Maple St.** at \$1.0 million is a priority to the town. Full construction is not anticipated at this time. He discussed the current situation of the wells in Medway and alerted that it's coming to a point where the whole system must be replaced. \$250K from water borrowing will be used to fund the full design. Construction of the project will be considered after the Rt. 109 project is complete.
- **Construct new DPS Facility** at \$10.0 million will not be funded at this time.
- There will not be any Redevelopment Authority borrowing at this time. No town funds will be requested at this time.
- West Street Bridge repairs will be funded by the State through the Small Bridge Program. Announcement will be made on Thursday.

#### **Finalize CIPC Rankings-**

- Members agreed that Projects #'s 1941 (Middle School Auditorium Projection), #1921 (Replace Broken Siding), #1923 (Repaint Inside of Center/ Update Office), #1910 (Prepare Library Reconfiguration) for a total of \$60,500 will be replaced with #1406 (Replace senior center roof) with a recommended number of \$61,500. It will be ranked at #12.
- Project#902 (Replace Sidewalk Plow/ Boom Mower) will be replaced with project #1401 (Replace Front End Loader).
- Project # (Install Prep Sink & SS Countertop at Senior Center) will be ranked #20.
- With the above re-arrangement the ranking of the line items shifted (*see attached*).

Ms. Amanda Del Conte was not able to attend the CIPC meeting.

Members will be presenting their ranking to the BOS on 2-05-2018.

Ms. O'Rourke announced the school tour is scheduled for January 29<sup>th</sup>, 2018 at 6:30PM starting at Middle School lobby.

#### **Approve Minutes –**

***01-09-2018: A motion was made by Ms. Malcolm to approve 01-09-2018 meeting minutes as amended, seconded by Ms. Rossi. Motion was approved.***

#### **FINCOM Update:**

*None.*

#### **Schedule:**

- Next CIPC meeting: February 13, 2018 at 7:00 PM.

#### **Adjournment:**

- With no further business before this committee, motion was made by Ms. Rossi to adjourn the meeting at 8:35 PM; motion was seconded by Mr. Mitchell. All were in favor.

Respectfully Submitted,

