



Town of Medway

Capital Improvement Planning Committee

155 Village Street, Medway MA 02053

(508) 533-3264 • FAX: (508) 321-4988

Meeting Minutes: December 08, 2020

Remote Meeting

Call to Order: – With a quorum, this meeting was called to order by Committee Chair, Mr. Mitchell at 7:04 PM.

Committee Attendees:

Member Name	10/13/20	10/27/20	11/10/20	11/24/2020	12/08/2020
Leonard Mitchell	X	X	X	X	X
Tracy Malcolm	X	X	X	X	X
Sarah Raposa	X	X	X	X	X
Brett Fagan	X	X	X	X	X

Other Attendees

Ms. Margaret Perkins- Medway Library

Mr. Jim Kane- Medway Schools

Ms. Susan Segarra- FINCOM

Meeting Minutes:

None

Discuss Schools CIP with Jim Kane – Mr. Kane attended the meeting and discussed the projects list submitted by the school department.

Project#2117- McGovern Pavement Perimeter Asphalt Roadway (FY22-\$200,000): It's a safety issue for people and vehicles travelling around the area. Road is dilapidated and unable to accommodate emergency vehicles.

Project#2224- McGovern Café / Auditorium AC Install (FY22-\$60,000) The café area heats up very quickly and easily. An AC is needed to cool it off.

Project#2225- Memorial Replace Café A/C Unit (FY22-\$85,000) Project will be to replace the existing residential unit to a commercial unit.

Project#2136- Replace Memorial Exhaust Fans (FY22-\$16,000) The existing fans are 23 years old and with the pandemic new fans are required to meet Covid compliance. The need is for replacing twelve fans.

Project#2112- Memorial Exterior Site Drainage (FY22-\$125,000) Three classrooms were impacted due to flooding last year.

Discuss Library CIP with Margaret Perkins –

Ms. Perkins attended the Zoom call to discuss library projects list for FY22- She stated the crosswalks project was completed in March 2020.

Project#2211: Replace roofing on flat part of roof- The roofing on the flat section of the building needs replacement. Its 15 years old and its prudent to have the roof replaced before the solar panels are procured. Question was asked if this request should be put on hold until the town wide facilities study recommendations are out.

Project#2151- Countertops-Replacement (FY22-\$25,000) The countertops were originally installed in 1999 and are in disrepair. Circulation Desk needs attention and the funds would be used to purchase new tops. Ms. Malcolm will share the pics of the existing countertops with the members.

Project#2153- Dehumidifier/ Temp Control –Cole Room- Hot air vents back into the room creating excessive heat. A comment was made about the setup not being very efficient and needing rectification.

Project#2157-Lighting Fixtures (FY22-\$5000)- The need is for two large hanging light fixtures. They're not of conventional size and shape. One fixture is currently not in use and the other one is getting close to the end of its useful life. The request is for replacing the lighting fixtures.

Project#2158-Sprinkler pipes replacement- Recent DPW inspection report indicated the pipes are in working condition and don't need a replacement. Ms. Perkins requested that additional inspections/ opinions should be sought since it's an existing issue that needs to be rectified. The pipes are over 20 years old.

Ms. Perkins mentioned the installation of solar panels have been put on hold due to the ongoing facilities study.

Exterior Doors- Kept on hold due to the town facilities study.

Project#1937-Shelving- It's not a priority at this time but will have to be addressed.

Project#1933- Makerspace Ceiling Insulation- Its needed to minimize noise travel. Possible sprinkler reconfiguration will be needed. Ms. Malcolm will share the pics with the members.

Project#1934-Makerspace Ventilation- CNC machine produces sawdust and the 3-D printer has noxious odor that needs attention. Vacuum Cleaner is currently used to address the issue.

Open Discussion.

A comment was made about the funding for Oak Grove project (\$1.0 million). The funds will be borrowed and won't come out of the free cash.

Ms. Nowicki will attend the 12/07 BOS meeting to sworn in as the new CIPC member.

Ms. Segarra requested that the department projects lists be shared with her.

Mr. Fagan said he spoke with DPW reps today (Pete Pelletier and D'Amico)- They will attend the 12/22 CIPC meeting to discuss DPW projects.

Schedule:

- Next CIPC meeting will be on 12/22/2020.

Adjournment:

Motion was made by Ms. Malcolm to adjourn the meeting, seconded by Ms. Raposa.

Roll Call Vote:

Lenny Mitchell- Aye

Tracy Malcolm- Aye

Sarah Raposa- Aye

Brett Fagan - Aye

The motion passed.

The meeting was adjourned at 8:12p.m.

Respectfully Submitted,

Sreelatha Allam