



Town of Medway

Capital Improvement Planning Committee

155 Village Street, Medway MA 02053

(508) 533-3264 • FAX: (508) 321-4988

Meeting Minutes: January 26, 2021

Remote Meeting

Call to Order: – With a quorum, this meeting was called to order by Committee Chair, Mr. Mitchell at 7:02PM.

Committee Attendees:

| Member Name | 12/22/20 | 01/05/21 | 01/26/21 | | | |
|--------------------|--------------------------|-----------------|--------------------------|--|--|--|
| Leonard Mitchell | X | X | X | | | |
| Tracy Malcolm | ABSENT WITH NOTICE | X | X | | | |
| Sarah Raposa | X | X | ABSENT WITH NOTICE | | | |
| Karen Nowicki | X | X | X | | | |
| Brett Fagan | X | X | X | | | |

Other Attendees

Michael Boynton- Medway Town Administrator

Susan Segarra- FINCOM

Meeting Minutes:*None***Discuss CIPC free cash Project Rankings with Town Manager-**

Mr. Boynton attended the meeting to discuss the FY22-26 CIPC projects.

The proposed FY22 free cash carry forward is \$200K. He mentioned the balances for Water & Sewer categories are higher this year.

A brief update was given on the facilities study. It recommends \$2.0 million (approx.) worth of immediate town facility improvements. Department heads will be asked to not make any requests for funding via CIPC for any facility upgrade needs. Town officials will be meeting with the consultant to determine the realistic figure(s). He said all immediate needs were presented to the BOS and the intent is to have DPW address them. The list will be presented at the Spring town meeting.

Mr. Mitchell discussed the FY22 CIPC rankings with Mr. Boynton. He went over the list and briefly explained the reasoning behind them. Projects highlighted in Red in the spreadsheet are on the higher end. (**See Attached.**)

Project#2013 (AIR CONDITIONING UNIT – UPKEEP)-Mr. Boynton said he has not heard of any A/C issues at the Council of Aging and hence didn't include in the Town Administrator's projects list.

Project#2227 (Burke/Mem HVAC Automation Upgrade)- Item is not included in the Town Administrator projects list. With the facilities study recommendations awaited, the reasoning is that the funding could be utilized for other immediate priorities.

Project#2231 (Security Systems)- Mr. Boynton agreed with the need and the requested amount.

Project#2117 (McGovern Pave Perimeter Asphalt Roadway) -CIPC has not included the project in its recommendations. It was said the \$200K estimate might not be the right quote for the project. School Department will be asked to coordinate with DPW to come up with a reasonable project plan and cost.

Project#2112 (Memorial Exterior Site Drainage)- The project was not included in the Town facilities study. It has a potential to be added to immediate needs list that's expected to come out at the end of the month.

Mr. Mitchell went over the projects that were removed by the department heads. He also went over the projects moved into outer years by the department heads as the town facilities study recommendations are awaited. Mr. Boynton said the town needs a new fire station. It was built in 1991. The building is not ADA compliant and doesn't accommodate modern apparatus. Town needs a state of the art facility that will serve the community for a longtime. It was mentioned the BOS is committed to pursuing pickle ball courts project. Softball courts will also be pursued in the spring.

Project#1403 (Install Water Filtration System)- No new funding request will be made at the spring town meeting. There's adequate funding for the design. The DPW request is a placeholder and the real request will be made at the 2022 Town meeting.

Project#2147 (Replace Truck413)- Truck would be funded by water & Sewer enterprise funds. It was said that it would be added to the priority needs list.

Master Plan- Not much progress has been made on the Town Master Plan due to COVID and is behind schedule by 6-7 months.

As a general comment, Mr. Boynton said the town offices remained open for business during the pandemic. Town staff should be commended for their hard work and dedication. He expressed appreciation for CIPC members for their time and effort.

The final list with the rankings will be shared with Ms. Potter by tomorrow afternoon. BOS meeting for CIPC presentation is on 02/01.

Susan Segarra-

The first FINCOM meeting in 2021 will be in February. It was agreed that CIPC will attend the March meeting to discuss the recommendations.

Schedule:

- Next CIPC meeting will be on 02/09/2021.

Adjournment:

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

Roll Call Vote:

Lenny Mitchell- Aye

Tracy Malcolm- Aye

Karen Nowicki- Aye

Brett Fagan - Aye

The motion passed.

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

Respectfully Submitted,

Sreelatha Allam