



Town of Medway

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

**Meeting Minutes: November 16, 2021**  
Location: Senior Center

**Call to Order:** – With a quorum, this meeting was called to order by Committee Chair, Mr. Mitchell at 6:37 pm.

**Committee Attendees:**

Member Name	10/26/21	11/2/21	11/16/21
Leonard Mitchell, Chair	X	X	X
Sarah Raposa	X	X	X
Karen Nowicki	X	X	X
Brett Fagan	X	X	X
<i>Vacant</i>			

**Chief Tingley to present Police Department CIP** – *tabled*

**DPW Director Pete Pelletier to present DPW CIP**

Pelletier summarized the DPW's draft plan; see attached. Discussion about equipment functions, life expectancy, changes to the plan based on equipment failures.

**Discuss certified free cash and Fall Town meeting results** – noted

**Arrange meetings with remaining Department Heads** – ongoing

**Open Discussion** – N/A

**Meeting Minutes** – none

**Adjournment:**

**Motion was made by Ms. Raposa to adjourn the meeting, seconded by Mr. Fagan.**

***Roll Call Vote:***

***Lenny Mitchell- Aye***

***Karen Nowicki- Aye***

***Sarah Raposa- Aye***

*Brett Fagan - Aye*  
*The motion passed.*

**The meeting was adjourned at 7:18 pm**

Respectfully Submitted,  
Sarah Raposa

FY23										
RANK	DEPT	PROJECT #	PROJECT NAME	YEAR (as stated on CIP)	REQUESTED AMOUNT \$	FUNDING SOURCE	QUOTE RECEIVED	HOW LONG ON CIP	Dept. Justification	MEETING NOTES
5	DPW	1726	REPLACE 2011 FORD F250 (313)	FY23	\$59,000	Free Cash	Yes to all	14-Sep-15	Normal replacement schedule. Likely upgrade to a utility body to perform more specialized tasks now necessary.	
6	DPW	2145	Replace 605 Johnston VAC Sweeper (227)	FY23	\$331,000	potential partial funding from water	Yes to all		Demand for highway sweeping has increased dramatically over the past few years. General attention to aesthetics, public safety needs to improve sides of roadways in addition to Stormwater regulations requiring frequent cleanings of catch basins.	
11	DPW	2168	Replace 344 Kubota 1750 Lawn Tractor	FY23	\$26,000.00	Free Cash	Yes to all		Lawn tractor is coming to its useful life expectancy with the frequency of use.	On list for multiple years
4	DPW	2306	Replace 513- 1994 Ford F-350 Utility 4x4	FY23	\$60,000.00	Free Cash	Yes to all	14-Oct-21	Vehicle is 27 years old. Would like to replace it with a utility truck w/ lift gate to make it easier to work out of and move supplies or material.	
13	DPW	2328	Fire Station 1 HVAC Units	FY23	\$20,000.00	Free Cash	Yes to all	14-Oct-21	Existing units are at the end of their useful life	Anything building related will come from DPW
12	DPW	2329	Fire Station 1- Build out storage area and 2 offic	FY23	\$35,000.00	Free Cash	Yes to all	14-Oct-21	MFD needs more office space and a designated storage area to maximize use of the station	
	DPW	1403	INSTALL WATER FILTRATION SYSTEM	FY23	\$4,742,000.00	Free Cash	Yes to all	20-Aug-12	Latest Sanitary Survey conducted by the DEP shows Oakland and Village St. Wells to be in non-compliance for manganese and iron levels. Viable solutions are to seek new well sites, install filters at each well, or move to a centralized filter process. Ne	Remove; will be a standalone special article
7	DPW	1426c	SEWER INFLOW & INFILTRATION REPAIRS	FY23	\$75,000.00	water	Yes to all	22-Aug-12	Sanitary sewers are susceptible to infiltration of ground water resulting in large volumes of water being processed for treatment unnecessarily and limiting the capacity of the system to handle actual sewer flows. This on-going effort will produce a repo	multi-year project
1	DPW	1716	REPLACE 2001 MACK RD690S (216-TRUCK 6)	FY23	\$230,000.00	Free Cash	Yes to all	14-Sep-15	Normal replacement schedule. Front line service vehicle is nearing the end of its useful life for primary response capabilities.	was a priority last year but loader failed last year
3	DPW	2235	REPLACE VILLAGE WELL GENERATOR	FY23	\$40,000.00	water	Yes to all	26-Feb-21	Generator has reached the end of its useful life.	
	DPW	2325	Various Bridge Improvements	FY23	\$150,000.00	Free Cash	Yes to all	14-Oct-21	Reports from State bridge inspections show some signs for concern on a number of Midway bridges and major culverts. Funding is being sought to target bridge and culvert review and repairs specifically as they occur outside of normal road improvement work	FY124
	DPW	2205	Various DPW Building Improvements/Equipment	FY23	\$50,000.00	Free Cash	Yes to all	15-Oct-20	Although the building is new the department expects the need for purchasing heavy duty shelving, floor cleaning equipment for the garage bay, more furniture to accommodate staff, storage organization, electrical and plumbing modifications to accommodate equ	Remove
	DPW	2208	New 401 (Explorer)	FY23	\$45,000.00	Free Cash	Yes to all	15-Oct-20	With more staff entering the department the need for more vehicles is becoming evident. Currently 401 is a ford escape which can be transferred down to the assistant superintendent.	Completed
2	DPW	2217	Roads & Sidewalks	FY23	\$750,000.00	Free Cash	Yes to all	15-Oct-20	Yearly Road plan funding to fix roads and sidewalks throughout town.	
9	DPW	2302	Skid Mounted 2 Ton Hot Box	FY23	\$13,365.00	Free Cash	Yes to all	14-Oct-21	Highway Division can do more paving in house, less outsourcing	
8	DPW	2301	John Deer Gator	FY23	\$30,000.00	Free Cash	Yes to all	14-Oct-21	Parks maintains open space, trails and parks in town. This vehicle is necessary to help the Parks Div get necessary equipment to all of these areas.	
FY24										
RANK	DEPT	PROJECT #	PROJECT NAME	YEAR (as stated on CIP)	REQUESTED AMOUNT \$	FUNDING SOURCE	QUOTE RECEIVED	HOW LONG ON CIP	Dept. Justification	MEETING NOTES
	DPW	2149	New Large Dump Truck		\$165,000				Originally planned as a secondary unit for water service related work. The vehicle is proving to be undersized resulting in increased time and staff to complete work. A second large truck would allow two independent crews to operate or increase producti	
	DPW	2305	Replace 511- 2009 Ford Econoline		\$40,000			14-Oct-21	Vehicle is 12 years old and should be replaced sooner than later	

	DPW	1202	PURCHASE PRE-OWNED SEWER JETTING TRUCK		\$130,000.00			02-Sep-10	This sewer and storm drain maintenance service is required for proper operation. Currently using contractor at \$130 per hour. Two hours are common every two weeks. Needed and appropriate levels of system maintenance requires regular cleaning activities.	
	DPW	1403	INSTALL WATER FILTRATION SYSTEM		\$13,094,000.00			20-Aug-12	Latest Sanitary Survey conducted by the DEP shows Oakland and Village St. Wells to be in non-compliance for manganese and iron levels. Viable solutions are to seek new well sites, install filters at each well, or move to a centralized filter process. Ne	
	DPW	1426c	SEWER INFLOW & INFILTRATION REPAIRS		\$625,000.00			22-Aug-12	Sanitary sewers are susceptible to infiltration of ground water resulting in large volumes of water being processed for treatment unnecessarily and limiting the capacity of the system to handle actual sewer flows. This on-going effort will produce a repo	
	DPW	2236	REHAB LOWERING WATER TANK		\$1,400,000.00			26-Feb-21	Tank will have been 20 years since last rehab. Due for next rehab to preserve service life. Also investigate adding 8-10 ft of height to improve fire flows.	
	DPW	2313	Replace 230- 2012 Backhoe		\$135,000.00			14-Oct-21	Part of the Town's replacement program. Less maintenance/repair costs to aging equipment	
	DPW	2315	Replace 311- 2001 International		\$65,000.00			14-Oct-21	Part of the Town's replacement program. Less maintenance/repair costs to an aging vehicle	
	DPW	2318	Replace 342- 2013 Kubota Tractor		\$62,000.00			14-Oct-21	Part of the Town's replacement program. Less maintenance/repair costs to an aging vehicle	
	DPW	2319	Replace 345- 2014 Smithco Tractor		\$68,000.00			14-Oct-21	Part of the Town's replacement program. Less maintenance/repair costs to an aging vehicle	
	DPW	2320	Replace 348- 2012 Wright Mower		\$10,000.00			14-Oct-21	Part of the Town's replacement program. Less maintenance/repair costs to an aging vehicle	
	DPW	2327	Demolish Middle School Apex Ropes Course		\$15,000.00			14-Oct-21	The Middle School was the location of the Medway High School prior to 2004. The Middle School has an APEX ropes/obstacle course on the property. A new course was built at the new High School. The old APEX course has not been used and is deteriorating.	
	DPW	2322	Replace 416- 2011 Freightliner		\$200,000.00			14-Oct-21	Part of the Town's replacement program. Less maintenance/repair costs to an aging vehicle	
	DPW	2204	Various Storm Water improvements		\$800,000.00			15-Oct-20	Provide funds for general infrastructure improvements and repairs. New NPDES stormwater permit requirements mandate several repairs and modifications to be identified through the water resources management program.	
	DPW	2209	Replace 417 (2013 F550)		\$75,000.00			15-Oct-20	Truck is nearing its age of usefulness before needing costly repairs.	
	DPW	2217	Roads & Sidewalks		\$3,750,000.00			15-Oct-20	Yearly Road plan funding to fix roads and sidewalks throughout town.	
	DPW	2220	Replace 233 Wacker Front Loader w/ Skid Steer		\$115,000.00			15-Oct-20	Replacement of Wacker Front loader with skid steer. Wacker is starting to show its age.	
	DPW	2221	Replace 347 Wing Mower 2013		\$75,000.00			15-Oct-20	Current large mower equipment are Toro 4000D's. Both mowers operate full time during the summer months and each serves as added back-up in case of any downtime. This unit is a 2013 and nearing its end of useful life. Rising repair costs will start making	
	Parks	2337	Recreation Van		\$50,000.00			14-Oct-21	Equipment is transported for many programs and events. It would be helpful to have a van. We can also add many additional programs by being able to transport participants and not pay for a school bus.	
	Parks	2161	Re-grade Idylbrook		\$400,000.00				The town acquired Idylbrook approximately 20 years ago. The property is great and Medway Youth Soccer calls home. Since being developed 20 years ago, we found it settling in certain areas and is starting to cause dips and divots. When EPRFRAC was developed	
<b>FY25</b>										
RANK	DEPT	PROJECT #	PROJECT NAME	YEAR (as stated on CIP)	REQUESTED AMOUNT \$	FUNDING SOURCE	QUOTE RECEIVED	HOW LONG ON CIP	Dept. Justification	MEETING NOTES
	DPW	1403	INSTALL WATER FILTRATION SYSTEM		\$3,760,000			20-Aug-12	Latest Sanitary Survey conducted by the DEP shows Oakland and Village St. Wells to be in non-compliance for manganese and iron levels. Viable solutions are to seek new well sites, install filters at each well, or move to a centralized filter process. Ne	

	DPW	1426c	SEWER INFLOW & INFILTRATION REPAIRS		\$75,000			22-Aug-12	Sanitary sewers are susceptible to infiltration of ground water resulting in large volumes of water being processed for treatment unnecessarily and limiting the capacity of the system to handle actual sewer flows. This on-going effort will produce a repo	
	DPW	1632	GENERAL PLAYGROUND REPAIRS		\$25,000.00			25-Nov-14	All the playgrounds in Town are twenty years old or more. None of these structures are expected to have more than a twenty year life. The DPS has been performing repairs/maintenance on the structures for years, but many main sections are now beyond safe	
	DPW	2310	Replace 215- 2005 International		\$180,000.00			14-Oct-21	Part of the Town's replacement program. Less maintenance/repair costs to an aging vehicle	
	DPW	2312	Replace 263- 2014 Holder		\$240,000.00			14-Oct-21	Part of the Town's replacement program. Less maintenance/repair costs to an aging vehicle	
	DPW	2321	Replace 413- 2012 Ford F-350		\$65,000.00			14-Oct-21	Part of the Town's replacement program. Less maintenance/repair costs to an aging vehicle	
	DPW	2323	Replace 418- 2012 Ford F-250		\$60,000.00			14-Oct-21	Part of the Town's replacement program. Less maintenance/repair costs to an aging vehicle	
	DPW	2204	Various Storm Water improvements		\$200,000.00			15-Oct-20	Provide funds for general infrastructure improvements and repairs. New NPDES stormwater permit requirements mandate several repairs and modifications to be identified through the water resources management program.	
	DPW	2217	Roads & Sidewalks		\$750,000.00			15-Oct-20	Yearly Road plan funding to fix roads and sidewalks throughout town.	
	Parks	2165	High School Turf Field (1)		\$800,000.00				The fields have lifespan of 10 years. They need to be replaced in a timely matter for safety.	
	Parks	2164	High School Track		\$500,000.00				High school track is has major issues with failure along the inside of the track and throughout all lanes with insufficient drainage. Current re-tred of the track is estimated 5 years old but what is below is estimated to be 15 years old.	
	Parks	2159	High School Backfield Lights		\$600,000.00				EPFRAC has met over the past year to develop the needs for our youth groups. Our findings were that we don't need more fields but more lighted fields for the fall and spring months. The backfield at the high school would be the ideal location to add light	
<b>FY26</b>										
RANK	DEPT	PROJECT #	PROJECT NAME	YEAR (as stated on CIP)	REQUESTED AMOUNT \$	FUNDING SOURCE	QUOTE RECEIVED	HOW LONG ON CIP	Dept. Justification	MEETING NOTES
	DPW	2303	DPW Admin Improvements		\$100,000			14-Oct-21	In 2015, The DPW administrative offices were relocated to the Middle School. Several improvements were constructed including new offices and air conditioning. The space has worked out well, pending town wide building evaluation some renovations may be n	
	DPW	1403	INSTALL WATER FILTRATION SYSTEM		\$492,000			20-Aug-12	Latest Sanitary Survey conducted by the DEP shows Oakland and Village St. Wells to be in non-compliance for manganese and iron levels. Viable solutions are to seek new well sites, install filters at each well, or move to a centralized filter process. Ne	
	DPW	1426c	SEWER INFLOW & INFILTRATION REPAIRS		\$200,000.00			22-Aug-12	Sanitary sewers are susceptible to infiltration of ground water resulting in large volumes of water being processed for treatment unnecessarily and limiting the capacity of the system to handle actual sewer flows. This on-going effort will produce a repo	
	DPW	1632	GENERAL PLAYGROUND REPAIRS		\$25,000.00			25-Nov-14	All the playgrounds in Town are twenty years old or more. None of these structures are expected to have more than a twenty year life. The DPS has been performing repairs/maintenance on the structures for years, but many main sections are now beyond safe	
	DPW	2307	Replace 210- 2014 International		\$200,000.00			14-Oct-21	Part of the Town's replacement program. Less maintenance/repair costs to an aging vehicle	
	DPW	2326	Diamond Guard Rail Mower Attachment for John Deere		\$40,000.00			14-Oct-21	An attachment that could be used along the Right of Way to expedite mowing activities in tight areas that have guardrails.	
	DPW	2314	Replace 302- 2015 Ford F-350 4x4		\$60,000.00			14-Oct-21	Part of the Town's replacement program. Less maintenance/repair costs to an aging vehicle	
	DPW	2204	Various Storm Water improvements		\$200,000.00			15-Oct-20	Provide funds for general infrastructure improvements and repairs. New NPDES stormwater permit requirements mandate several repairs and modifications to be identified through the water resources management program.	

	DPW	2217	Roads & Sidewalks		\$750,000.00			15-Oct-20	Yearly Road plan funding to fix roads and sidewalks throughout town.	
	Parks	2222	High School Turf Fields (2)		\$1,600,000.00			15-Oct-20	The fields have lifespan of 10 years. They need to be replaced in a timely matter for safety.	
	Parks	2163	Rebuild VFW field		\$400,000.00				In 2018, the Town purchased the VFW property. That property includes a lit baseball diamond that is in very poor condition. The surface is pitted, uneven, and doesn't drain properly. The lighting equipment is beyond its useful life and has numerous failure	
<b>FY27</b>										
RANK	DEPT	PROJECT #	PROJECT NAME	YEAR (as stated on CIP)	REQUESTED AMOUNT \$	FUNDING SOURCE	QUOTE RECEIVED	HOW LONG ON CIP	Dept. Justification	MEETING NOTES
	DPW	2324	Replace 713- 2015 Ford Escape	FY27	\$40,000			14-Oct-21	Vehicle will be replaced due to its age. Vehicle is necessary for the Deputy Director to oversee daily operations, construction projects and weather events	
	DPW	2304	Replace 501- 2014 Ford Focus		\$35,000			14-Oct-21	Part of the Town's replacement program. Less maintenance/repair costs to an aging vehicle	
	DPW	1426c	SEWER INFLOW & INFILTRATION REPAIRS		\$75,000.00			22-Aug-12	Sanitary sewers are susceptible to infiltration of ground water resulting in large volumes of water being processed for treatment unnecessarily and limiting the capacity of the system to handle actual sewer flows. This on-going effort will produce a repo	
	DPW	2308	Replace 211- 2016 Ford F-350 4x4		\$60,000.00			14-Oct-21	Part of the Town's replacement program. Less maintenance/repair costs to an aging vehicle	
	DPW	2309	Replace 212- 2016 International		\$200,000.00			14-Oct-21	Part of the Town's replacement program. Less maintenance/repair costs to an aging vehicle	
	DPW	2311	Replace 221- 2016 Ford F-350		\$65,000.00			14-Oct-21	Part of the Town's replacement program. Less maintenance/repair costs to an aging vehicle	
	DPW	2316	Replace 314- 2014 Ford F-350 4x4		\$60,000.00			14-Oct-21	Part of the Town's replacement program. Less maintenance/repair costs to an aging vehicle	
	DPW	2317	Replace 341- 2016 Kubota Tractor		\$80,000.00			14-Oct-21	Part of the Town's replacement program. Less maintenance/repair costs to an aging vehicle	
	DPW	2204	Various Storm Water improvements		\$200,000.00			15-Oct-20	Provide funds for general infrastructure improvements and repairs. New NPDES stormwater permit requirements mandate several repairs and modifications to be identified through the water resources management program.	
	DPW	2217	Roads & Sidewalks		\$750,000.00			15-Oct-20	Yearly Road plan funding to fix roads and sidewalks throughout town.	