

CIPC Minutes of Tuesday, 12/6/22
Senior Center 76 Oakland Street Medway, MA. 02053

Committee Members Present: Ms. Sarah Raposa, Mr. Brett Fagan, Ms. Karen Nowicki, Mr. Nicholas Fair, Mr. Laforest Laforest

Committee Members Absent: None

Community Members Present:

1. Call to Order: At 7:00 PM, Ms. Raposa called the meeting to order.

2. Public Comments - none

3. FY24 Capital Plan (5 Year Plan)

• **IT** – will present at 12/20/22 meeting

Schools – Armand Pires, School Superintendent, and Michael Grennon, Director of School Facilities, attended to present their Capital Improvements plan. The requests have changed since the original submission and they provided an updated document. A couple of things have prompted this change. The updated request will include the deletion of the "chiller" at MHS. They are also increasing the cost of the McGovern roof based on new information received. They also refined the status of the snow-clearing machine. Lastly, they have added the purchase of two mini-van school buses for specialized transportation. Changes to the original submission are in bold or are indicated by strikethrough.

Mr. Fagan introduced Mr. Grennon and discussed that they had met to review the priorities, they did a walk around at the middle school and looked at the library. Mr. Fagan learned that HS chiller is coming out of the FY24 asks, Mr. Grennon said that the HVAC people felt they could get another 8 years, the cover has expanded life span.

Review of #1 Priority ranked items:

Middle School library is a dated space and needs a face lift to provide a more attractive area that students would want to spend time in. Mr. Pires discussed that the use of the library has evolved to be more of a study and group space and the current space is not conducive to this. Pre-pandemic, an architect gave some plans for libraries at all 4 schools. There are currently 2 library teachers and looking to have 4 eventually. It was determined that the middle school needs the most attention, including new furniture, circulation desk, flexible seating and shelving, replacing carpet.

HS Water Heater #1 – This is a very large unit that currently has some leaking and recent repairs and is nearing end of life span. It is the original unit, it's a stand-alone gas -fired unit, connected to 2 other units. The costs have gone up- actual number/quote \$135,750. Mr. Fair asked about upgrading to a more cost-effective system and Mr. Grennon responded that because of the set-up, a system of 3 connected units, they cannot change to different type of system. Replacing the other 2 units are in plan for future FYs.

2 New Student Transport vans – Mr. Pires explained that most of the current specialized transportation is contracted out to the Accept Collaborative to transport students to different

facilities due to special education needs. There are currently 32 out of district students and 6 in-district students who require transportation. The district is also obligated to transport students designated as homeless. Most students are going to other schools for their school day, morning and afternoon busiest. Placements change over time, so the routes are everchanging. Demand is high for the contract transportation and the prices from Accept Collaborative are increasing 33% next year. The schools purchased 2 minivans and have seen a benefit from costs being offset and due to 33% increase, feel that getting a 3rd and 4th van would be cost effective. Mr. Pires said that they have looked into other ways to create more savings, i.e leasing, but determined that buying the additional vans was the best option financially. They feel that this could also provide an opportunity in the future to pick up other students and charge a fee. The cost in the spreadsheet includes 1 wheelchair assessable van. They will still need to contract out for some of the specialized transportation, but feel that they can't increase the fleet by more than a few at a time because it is so difficult to find drivers. Mr. Pires noted that having their own vans/drivers also allows the district to control quality. Specialized transportation is reimbursable by the state so this will allow reimbursed funds to go back into other capital improvement. It was noted that the wait time for new vans is over a year. Mr. Fair asked if they meet green guidelines for the state programs and Mr. Pires said that they did. The vans seat 4-5 students, although they typically don't transport than many due to nature of students' conditions needs and the fact they are going to different locations. They were asked about how other towns address this and Mr. Pires noted that Millis & Franklin have their own fleets, Medfield and Medway starting to get some vehicles. There is a concern that the school is over-spending in the specialized transportation line by \$242k and the costs are accelerating so quickly. They are trying to off-set a portion of these costs with adding 2 new vans now and potentially continue to add to the fleet in phases over time.

Chimney stack replacement at Memorial school – Mr. Grennon explained that the current motor is starting to fall out, there are loose bricks (especially at the top 5 feet) and cracks in chimney cap.

Ms. Raposa asked about whether Mr. Pires and Mr. Grennon could rank these #1 items by priority. Mr. Pires responded that some have flexibility in that even with some funding, a project could get started.

New Roof – This is an expenditure coming up for many schools, McGovern, Memorial, MS and HS over next 5-7 years. Mr. Boynton previously indicated there would be borrowing involved in funding these. Gayle Associates replaced the roof in 2002 and has provided a schematic for McGovern. In the past, the town was able to get some funding from the state, however Mr. Grennon explained that to qualify, you need to follow specific guidelines i.e increased insulation requirements and fall prevention protocols and the costs of the projects are higher to follow program guidelines. Mr. Pires said that over the next few weeks they are planning to get schematics/plans so they able to go out to bid in January. They are asking CIPC to fund schematic for Memorial. CIPA previously funded the schematic for McGovern. MS & HS will be challenging to work around solar panels.

2nd tier priority

McGovern pod build ups – The current layout of is classrooms surrounding pods. The pods are used to specials, i.e. art, music. The walls do not go to the ceiling and the noise is becoming very distracting. Mr. Pires noted that they are expecting increase in student across all schools, and that McGovern least able to accept increase enrollment. The funds would be used to raise walls and add insulation for sound. Mr. Fair expressed concern about walls going to ceiling and issues with sprinklers and HVAC.

Purchasing a tractor for snow removal at McGovern. The school is currently borrowing a bob cat from DPW and they said they could keep it there. Town DPW plows the parking lots and the school does their own sidewalks and walkways. Mr. Pires and Mr. Grennon noted that this item can be crossed off since they can continue to use the DPW bobcat.

Classroom painting – Mr. Pires noted that, on district level and they need to figure out how to contract it out and be on a regular upkeep – looking at volunteer programs, maybe prison

Looking ahead to 2025, some bigger ticket items such as the McGovern library, roofs, windows & Doors at Burke.

Mr. Fair asked about the intrusion alarm system, and why on the FY 2026 list. Mr. Grennon said that everything currently working, but the system will eventually need an upgrade. Mr. Fair noted that Police & Fire had mentioned concerns about dead zones in the buildings, and put in boosters. Mr. Grennon and Mr. Pires will speak with police & fire and confirm if any immediate action is needed.

Mr. Pires noted that they are still working through FY21 capital. Some costs were lower than expected or in some cases time has past and deprioritized some items. Their intention is to make a request at the spring town meeting to request change in allocation of excess town funds toward other projects that costs are much higher than budgeted. As we move into Jan/Feb, they will determine what is remaining and what they will not pursue. For example, the paving at McGovern, original quote was \$60,000 and the actual cost was \$21,000. Ms. Raposa asked for a status report of what has been funded and actually completed.

Mr. Fagan asked about whether the schematic design for the roof should be a higher priority since the roofs will have to be done. Mr. Pires responded that they were waiting on clarification from the town on funding for the roof. They received \$40, 000 for Gayle to do the design and rough estimate, but it likely won't cost as much because Gayle has designs from 2002 for McGovern. They may be overage to use to next one. The costs of the roof has increased dramatically. Three yrs ago it was \$15/sq foot, now it is \$55/sq foot.

4. Committee Updates

Mr. Laforest worked with Ms. Perkins on Library follow up and will be checking back with additional materials from Ms. Riley for the Senior Center information too.

Ms. Raposa said that she is going to send recording the recording of the meeting to Jeff O'Neill at Fin Com so that he hears Schools requests. He has a conflict on Tuesdays and cannot be at CIPC meetings.

Mr. Fair mentioned that he has questions for Mr. Boynton about the budget and how to determine what funds are used and how savings are used and how do the committee can follow the dollars

5. Open Discussion -

Volunteer appreciation meeting – 5:30 pm on 12/20 prior to CIPC meeting

6. Tentative Meeting Schedule

December 20 (7-9 pm) – Town Manager / IT

January 3 (7-9 pm) - Debrief meetings, finalize departmental priorities

January 17 (7-9 pm) - group ranking

7. Minutes for Approval – (10/18/22, 11/1/22, 11/15/22, 11/29/22)

Oct 18 Minutes – Ms. Raposa, Ms. Nowicki, Mr. Fair were present. Mr. Laforest was there but not yet a member

Vote – Mr. Fair offered a motion to approve the meeting min 10/18, Ms. Nowicki seconded 4-0-1 Mr. Fagan Abstained

11/1/22 Minutes – Ms. Raposa, Ms. Nowicki, Mr. Fair, Mr. Fagan and Mr. Laforest were present

Vote – Mr. Fair Motioned to approve the meeting min 10/18, Mr. Fagan seconded 5-0

11/29/22 – Ms. Raposa, Ms. Nowicki, Mr. Fair, Mr. Fagan and Mr. Laforest were present

Vote – Mr. Laforest Motion to approve the meeting min 10/18, Ms. Nowicki second 5-0

8. Motion to Adjourn: At 8:21, Ms. Nowicki offered a motion to adjourn. Mr. Fair seconded this motion, which passed unanimously. VOTE: 5-0.