

CIPC Minutes of 11/29/22 (approved 12/6/22)
Senior Center 76 Oakland Street Medway, MA. 02053

Committee Members Present: Sarah Raposa, Brett Fagan, Karen Nowicki, Nicholas Fair, Darren Laforest

Committee Members Absent: None

Community Members Present: Margaret Perkins Library, Courtney Riley Sr. Center

1. Call to Order: At 7:08 PM, Ms. Raposa called the meeting to order.

2. Public Comments - none

3. FY24 Capital Plan (5 Year Plan)

• Senior Center

Mr. LaForest and Ms. Riley provided power point slides with details of needs for Council on Aging

Challenges:

- 2 exterior doors rusted and not energy efficient (dining room, no weather cover, dangerous with snow and exercise room, air gap & critters) need work, will require demo and will replace new ones with half glass panels
- bathrooms need to be more ADA compliant with flushing, handles, sinks, auto doors

Priority & Costs

- Doors are 1st priority before winter - \$39,630 added a bit for inflation, includes cost for doors plus demo and trim work. Discussed whether automatic door should be considered and decided it wasn't needed since it's primarily an exit.
- Bathrooms 2nd priority \$105,000 – Need to clarify whether this price is it just automation or also renovation. Need to change toilets and pipes and automatic flush & sinks first and then maybe do automatic doors and some cosmetic. Ask Ms. Riley to follow up with Mr. LaForest with a break down \$105,000, itemizing to toilet, sinks from automated doors.

• Library

Mr. LaForest and Ms. Perkins provided power point slides with details of needs of the library.

Challenges:

- high energy bills in summer and winter
- there is no outside space for events, events end up at Choate and then people don't come back and visit the library
- limited parking despite island being removed
- bigger problem is that air being recycled from upstairs to first floor story hour room and tech services room and hallway and maybe conference room with no fresh air brought in.

Priority & Costs:

- HVAC – The library has had issues with HVAC in the past, not sure if funded by CIPC in past. Maker space needed insulation, and last year they re-did the tech desk and fixed AC pipes in attic. Air design flawed and doesn't circulate fresh air to those other rooms. Preliminary estimate is \$15,000 which Ms. Perkins thinks is from DPW. Mr. LaForest asked about using an outside HVAC vendor vs. DPW.

- Solar Panels - Discussion of solar panels to cut some energy bills, \$40,000 is estimated, was asked in past, but did roof first. Mr. Fair indicated that there is a town-wide project that will address energy/utility renewal so the CIPC should hold off of this current request from the library.
- Land Purchase – CIPC cannot hold funds for this without a price and there could likely end up being another source of funding rather than free cash.
- Repair parking lot curb and handicap bar access near library
- Repair flagstone in front, front windows, front door and concrete rear stairs
- Book Drop replacement – FY 2025
- Paint exterior front entrance – It was discussed that this would be a part of replacing the front doors and that this should be changed to painting the interior of the library with the exception of the newer makerspace and other places that were recently painted after repairs. Ms. Perkins indicated that the DPW had done interior painting in the past.
- Paint Mural in Children’s room – FY 2025
- New Furniture and shelving– this is on the list for future fiscal year
- Repointing stone and emergency stair exit
- YA area lighting
- Makerspace ceiling insulation

Discussions:

CIPC previously funded FY 23, tech desk (done) and exterior doors. Doors were already funded for \$30,000 so estimated costs for item #5 could change. Ask Ms. Perkins to pull out old asks and what was funded and completed, please send to Mr. LaForest and provide status update of what has actually been done. It was confirmed that the YA lighting was done. It was also discussed that clarification is needed for Finance Committee vs Trustees, there is a budget for routine fixes, and DPW also has small line item to fix things.

It was determined that the current priorities are:

- Parking lot Curb (Item #4 in power point) is now 1st priority. Project # 2212 on spreadsheet, \$30,000
- Flag stone, entrance windows, front door (Item #5 in power point) is now 2nd priority. Project #2213 on spreadsheet, \$30,000
- Paint interior – this changed from exterior (Item #7 in power point) to interior – all of library except for makerspace and quiet room – facilities dept is planning to meet with the trustees to see what their vision is. Project # 2431 on spreadsheet. \$10,000 quote needs to be re-assessed and confirmed.

4. Committee Updates

Mr. Fagen noted that schools confirmed for next week but that he isn’t sure about IT yet. He asked that, if IT cannot attend 12/6, it is ok for them to attend 12/20. Mr. Boynton still coming on 12/20.

5. Open Discussion -

Referred to spreadsheet from Allison that goes 5 years out, and possibly moving projects from year to year to indicate when they are slated to be funded.

6. Tentative Meeting Schedule

December 6 (7-9 pm) – Schools / IT

December 20 (7-9 pm) – Town Manager

January 3 (7-9 pm)

January 17 (7-9 pm)

7. Minutes – there were no meeting minutes to be approved

8. Motion to Adjourn: At 8:23PM, Mr. Fagan offered a motion to adjourn. Mr. Fair seconded this motion, which passed unanimously. VOTE: 5-0.

Approved