



CAPITAL IMPROVEMENT PLANNING COMMITTEE

Town of Medway

155 Village Street, Medway MA 02053

Tel: (508) 533-3264

Fax: (508) 533-3281

James Palladino, Chairman
Thomas Anderson, Vice Chairman
Richard Briggs, Member
James Gillingham, Member
Bruce Hamblin, Member

Approved: 4/5/2010

Meeting Minutes: March 18, 2010 Medway High School Library

Call to Order: With a quorum, this meeting was called to order by Chairman Palladino at 7:03 p.m.

Attendees: Chairman, James Palladino; Vice Chairman, Thomas Anderson; Member, Richard Briggs; Selectman, Glenn Trindade; School Committee Member, Deb Trindade; and Administrative Assistant, Michelle Reed.

Minutes: A motion was made by Thomas Anderson, seconded by Rich Briggs, to approve the Capital Improvement Planning Committee meeting minutes of February 25, 2010. The motion was approved unanimously.

Meetings with the Board of Selectmen and the Finance Committee: The CIPC met with The Board of Selectmen and the Finance Committee to review the CIPC's FY11 Capital Budget and 5 Year Capital Plan. The CIPC received the following feedback:

- Why are we replacing the Town Hall roof versus installing a new membrane.
- Questions about the accuracy of the cost estimates for the Town Hall roof, recycling center, Burke/Memorial parking lot, and the DPW facility.
- Possibly not being able to fund the entire \$420,000 that was requested for new technology and what the impact would be.
- Where the new playground equipment would be installed.
- How many families are affected by the Brentwood drainage issue.
- If any of the proposed FY11 projects will have ongoing expenses.
- Both the BOS and FinCom were very pleased with the CIPC's 5 year plan.

FY11 Capital Budget: The CIPC is still waiting on the following information:

- Solid quotes for the solid waste/recycle center, Town Hall roof, Burke/Memorial parking lot, and the DPW facility. Jim will follow-up with Suzanne about the department heads obtaining additional quotes for these projects.
- Glenn Trindade will forward Jim information about metal buildings to review relative to the DPW facility.
- Amount of free cash available for FY11 and percentage of debt service the town is willing to incur. The CIPC would also like to know how the debt service will be effected if the Enterprise funds are taken out of the calculation.
- The CIPC would like solid quotes for the 2nd and 3rd phase of the GIS project.
- They would also like to know if there are some school funds or paving funds that can be used to remedy the parking lot issues, including Burke/Memorial parking lot, Memorial/Center Street parking lot by the fields, and the McGovern frost heaves.

5 Year Capital Plan: Under the information technology paragraph, the amount of estimated savings for implementing a new telecommunications system needs to be changed to \$8,000 annually. Once the 5 year plan is finalized, it will be posted on the CIPC's webpage.

Adjournment: With no further business before this Committee, a motion was made and unanimously passed to adjourn at 7:45 p.m.

Respectfully Submitted,

Michelle M. Reed
Administrative Assistant