



CAPITAL IMPROVEMENT PLANNING COMMITTEE

Town of Medway

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

Approved: 4/22/2010

Meeting Minutes: April 5, 2010 **Medway Fire Station**

Call to Order: With a quorum, this meeting was called to order by Chairman Palladino at 7:04 p.m.

Attendees: Chairman, James Palladino; Vice Chairman, Thomas Anderson; Member, Jim Gillingham; Member, Bruce Hamblin; and Administrative Assistant, Michelle Reed.

Minutes: A motion was made by Thomas Anderson, seconded by Jim Gillingham, to approve the Capital Improvement Planning Committee meeting minutes of March 18, 2010. The motion was approved unanimously.

FY11 Capital Budget: The CIPC reviewed the additional information they received for several of the capital project requests. The CIPC is meeting with the Board of Selectmen on Tuesday, April 6, 2010 to review their revised FY11 recommendations in light of the new information they received. The CIPC hopes to receive the amount of funds that are available for capital projects for FY11 in the next week so they can finalize their recommendations.

- **Solid Waste** - The CIPC received a detailed cost estimate for this project, which includes a 15% contingency.
- **Town Hall Roof** - The CIPC received a detailed cost estimate for this project, which includes a \$20,000 contingency if extensive repair is necessary. It was agreed that a membrane is not a viable option due to the amount of damage that exists.
- **Water Maintenance Truck** - The plan is to buy the truck in January 2011. The cost includes a \$4,000 contingency for price increases between now and the time of purchase.
- **Technology** - The request is for 560 new computers, which cost \$750 each. If the entire \$420,000 cannot be funded in FY11, the CIPC believes it is necessary to fund the remainder in FY12.

- **Playground Equipment** - The project request is for new equipment at the playground on North Street.
- **Vinyl Siding on Police Station** - The CIPC needs clarification on the cost. There is a \$10,000 difference between the amount that was requested and the Coakley Bros. quote. Chief Tingley is going to forward the CIPC a second estimate that he requested. The CIPC would also like to request an additional quote for this project.
- **Police Radios** - The CIPC would like a copy of the state bid for this project.
- **Brentwood Development Drainage** - The initial information the CIPC received on this project is very different from the new information they received, including the cost and completion time. They would like to know what the cost includes, specifically whether the cost includes repaving the areas that will be affected. They also want additional information on the \$575,000 grant that is possibly available for this project and what portion of this project can be completed with this grant and the \$300,000 that was requested from the CIPC.
- **Inflow & Infiltration Study** - The CIPC would like additional information on the cost and scope of this project. They originally thought that the study would encompass the Town's entire sewer system. They would also like an additional quote for this project.

Next Meeting: The CIPC is meeting with the Board of Selectmen on April 6, 2010 and will meet again on April 8, 2010 at the Town Hall.

Adjournment: With no further business before this Committee, a motion was made and unanimously passed to adjourn at 8:15 p.m.

Respectfully Submitted,

Michelle M. Reed
Administrative Assistant