



CAPITAL IMPROVEMENT PROGRAM 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: 11/18/2010

Meeting Minutes: October 25, 2010 Medway Town Hall – Sanford Hall

Executive Session: Quorum was met and Chairman Tom began the meeting with an Executive Session.

Call to Order: The CIPC meeting was called to order by Chairman Anderson.

Members Present: Chairman Anderson, Vice Chairman Palladino, Member Richard Briggs, Member Jim Gillingham, and Member Bruce Hamblin

Guests: Finance Committee representative, Jim Sheehan; Council on Aging Representative, Missy Dziczek; Planning Board Representative, Susan Affleck-Childs; Fire Chief, Paul L. Trufant; Chief of Police, Allen M Tingley; DPS Representative, Tom Holder; Selectman Crowley; Town Accountant, Carol Pratt.

Council on Aging: Missy Dziczek is requesting an 18 passenger bus for purposes that are not included in the GATRA contract. The bus will replace an existing non-GATRA bus that has many mechanical problems. The wheelchair lift and air conditioning systems are no longer working. Expenses for the bus would be funded by a fee structure for trips. The bus would be used to transport residents to events that are not covered under the GATRA contract. Some examples:

- Springfield Fair (monthly)
- Veteran's Day lunch at the Senior Center for attendees and chorus
- Memorial Day
- Lions Concerts
- Exploring other towns for affordable housing

The cost of the bus is from an actual quote.

There are \$25K unspent funds from the building project.

A future project for the Council on Aging is a new roof in the next 5 to 10 years.

Planning Board: Susan Affleck-Childs indicated the following future requirements for the GIS System:

- GPS devices
- Data collection
- Data conversion from paper to electronic for drawings and water lines

An itemized list of the items required to complete the GIS system will be available in mid-November. The supplier, People GIS, will be completing a 3-day program for describing the framework and meeting with 1X1 with department heads. Information regarding the GIS project can be found at www.mapsonline.net/medwayma

Fire: Fire Chief, Paul Trufant submitted a request for the balance of funds for a new roof on Fire Station #1. \$29,000 was approved several years ago; however, the cost of the project is \$70,000 due to prevailing wage requirements. The roof has been repaired several times and has recently started to leak again. There is a risk that the heating and air conditioning systems in the ceiling could be damaged by the leak. The DPS will make repairs that will last for the winter. It is the original roof from 1987.

A request was placed for a new ambulance. An inspection by the state revealed several issues with the existing ambulance. The alternator failed resulting in the vehicle breaking down in Natick. It was the 4th time that the alternator had been repaired in the past year. Additionally, the front-end was rebuilt. An estimate of \$170,000 to \$175,000 was referenced during the meeting. The existing ambulance will be traded in.

In 2012, a new regulation will require all ambulances to have on-board software that allow reports to be generated while out on a call. Options include purchasing the software for \$41,000 or paying a service fee through a billing agency for a \$250.00 monthly license fee and service fee per run.

Command Vehicle: An SUV was requested to transport required equipment to calls. The command vehicle is required by regulation because it carries first-aid gear and the "first-in" bag. The SUV will replace the existing car. There is an option to lease the vehicle which would not be a capital purchase.

Ladder Truck: In the future, a ladder truck will be required to replace an existing engine and ladder that was purchased in 1982.

DPS: DPS Facility: Tom Holder submitted a request for a new DPS building. The quote is based on an analysis of square footage of buildings constructed in surrounding communities. The building will be large enough for the people and vehicles required for all 7 DPS programs. The cost of the design is estimated at \$950,000. The feasibility study is expected to be completed in November or December.

Selectman Crowley joined the meeting and informed the CIPC that there were 2 roofs in town that required replacement. A total of \$175,000 in funding has been approved for the

Town Hall and Fire Station #2. The town is looking into completing the construction of both roofs using the currently approved funding.

Water Resource Management Plan: The DPS has applied for funding to complete a Water Resource Management Plan. The plan would cover drinking water, waste, and storm water. The plan is necessary because the 4 pumps in the current water system is not capable of keeping tanks full during periods of peak demand. There are pending water system regulations. Local towns are required to comply and Medway will soon follow. Towns will be required to articulate a storm water utility. Each parcel will be assessed to provide a percentage of permeable surfaces and a rate would be assessed that is applied to the storm utility. The DPS is likely to secure funds from a loan. The "SRF" loan recipients will be notified in January and must appropriate funds by June. The town has 2-3 years to pull all actions together for the \$500,000 loan amount. If the town wins the loan but is unable to receive the funds then the town can re-apply. More than one instance of winning the loan and re-applying would make the state question the town's commitment and future approvals of the loan may not be successful.

Video Surveillance: The DPS requested funding for a video surveillance system for all DPS facilities. The system will be an internet system that will be viewable by all residents. The system will improve safety and security.

Sanford Street Bridge: A 2006 inspection revealed that bridge abutments constructed from stone blocks are eroding at the base of the bridge. The blocks at the water's edge have visible cracks and fissures. The \$150,000 in bridge repairs would be funded jointly by Franklin.

Water Mains: West Street: The repairs to the water mains are part of the Water Master Plan. The West Street water main, installed prior to 1921, requires replacement. The road requires immediate repair to the pavement. Funding to replace the water main is required before the road is re-paved. The DPS will be making repairs to the pavement in 2010 due to the current condition of the road.

Main Street: Federal funding in the amount of \$700,000 is available for Main Street reconstruction, however, the water pipe requires replacement and the federal funding is for road reconstruction and does not include the water main. The town must replace the water main because long delays in the reconstruction project will jeopardize the federal funding. The water main must be replaced before the reconstruction is completed.

Police: Call Center Furnishings: The furnishings to the call center are necessary because the equipment in the center has been updated over the years so the furnishings no longer support the equipment. A grant is pending for the request. Chief Tingley will contact the CIPC with a status of the grant.

Replace Weapons: The weapons currently used are over 16 years old. It is difficult to find replacements for the leather accessories required for the weapons. The weapons are heavier than the newer models. The request also includes a less-lethal shotgun. The department received a new quote with a higher trade-in value for the current equipment. Ammunition, training, and range time are included in the quote. The town accountant verified that ammunition can not be purchased as a capital project.

Vests: Vest require replacement after 5 years. They must be replaced next year.

Front Ice Rails: A solid quote was provided for the ice rails, however, the gutter is severely damaged. A solution that includes repair to the gutter is necessary before moving forward with the ice rails.

CIPC members were asked to review the list of projects and submit a prioritized list to Chairmen Tom before the next meeting.

Adjournment:

With no further business before this Committee, a motion was made and seconded to adjourn.

Respectfully Submitted:

Jim Palladino