



## CAPITAL IMPROVEMENT PLANNING COMMITTEE

Town of Medway

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**Thomas Anderson, Chairman**  
**James Palladino, Vice Chairman**  
**Richard Briggs, Member**  
**James Gillingham, Member**  
**Peter Sigrist, Member**

### **Meeting Minutes: January 6, 2011** **High School Library**

**Call to Order:** With a quorum, this meeting was called to order by Vice Chairman Palladino at 7:09 p.m.

**Attendees:** Chairman, Tom Anderson; Vice Chair, Jim Palladino; Jim Gillingham; Peter Sigrist; Suzanne Kennedy, Tom Holder, Paul and Dave from Kleinfelder SEA, authors of the Integrated Water Resources Management Plan.

**Minutes:** A vote of minutes was deferred to the 2/10/11 meeting.

**Integrated Water Resource Management Plan:** Tom Holder announced that the project for water main replacements needs to be increased from \$1.9M to \$2.1M based on the most recent figure from the Engineer's quote.

Tom indicated the need for an integrated study of all aspects of water management including water, sewer, and storm water. Previous studies in 1999 and 2009 focused on the water or sewer and do not include needs for storm water. All three must be considered when addressing the town's capacity and growth capability. The recommendation by the DPS is to obtain low interest state funding for an integrated study. The loan from the Massachusetts department of Environmental Protection will be bonded at 2% over 20 years and provide the town with a detailed analysis of the needs in all 3 water management areas.

Tom explained that both water and sewer are operated using an enterprise account where the fee structure is designed to generate revenues to finance operations as well as all capital improvements for the department infrastructure. The fees within the water and sewer departments have not been aligned to the capital needs of the department so they have relied in

town bonding capacity to maintain the infrastructure. Tom also indicated that in other towns, storm drainage utilizes an enterprise account to fund inflow and infiltration projects by charging customers a cost per square footage of “drainable” space on all properties in town.

Tom discussed the new permit (regulation) for reducing phosphorous levels that will be enforced by the Environmental Protection Agency (EPA) in Medway in the near future. Surrounding up-river towns have been issued permits. The purpose of the permit is to reduce the amount of the element that is added to the Charles River basin. The DPW would like for Medway to be in a position to comply with the permit rather than react after the permit is issued. Being prepared for the permit reflects positively on Medway once the regulations are imposed. The first phase, in 2003, addressed restrictions without consequences for non-compliance. Medway has issued an appeal because the deadlines and costs are too aggressive.

**5-Year Plan:** Tom Anderson has updated the 5-Year Plan. Committee members were asked to review the document and submit their feedback to Tom.

**Conflict of Interest Law:** Chairman Tom Anderson handed all CIPC members a copy of the Summary of the Conflict of Interest Law for Municipal Employees. Members are required to read and sign the document and submit to the Town Clerk.

Reference documentation:

Town of Medway Integrated Water Resources Management Plan.

Tasks 1&2 Years

Map of Medway water resources

Environmental Protection Agency Residual Designation Pursuant to Clean Water Act

Town of Medway Department of Public Works Update Meeting 9/14/10

Summary of the Conflict of Interest Law for Municipal Employees

CIPC 5-Year Plan

**Action for the Next Meeting:**

Update CIPC Committee Member Department Liaison Assignments

**Adjournment:** With no further business before this Committee, a motion was made and unanimously passed to adjourn at 8:20 p.m.

Respectfully Submitted,

Jim Palladino  
CIPC Vice Chairman