



CAPITAL IMPROVEMENT PLANNING COMMITTEE

Town of Medway

155 Village Street, Medway MA 02053

Tel: (508) 533-3264

Fax: (508) 533-3281

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

Approved: 5/26/2011

Meeting Minutes: May 12, 2011
Sanford Hall

Call to Order: With a quorum, this meeting was called to order by Chairman Anderson at 7:10 p.m.

Attendees: Chairman, Thomas Anderson; Vice Chairman, Jim Palladino; Member, Peter Sigrist; Member, Jim Gillingham; and Administrative Assistant, Michelle Reed.

Minutes: A motion was made by Tom Anderson, seconded by Jim Palladino, to approve the Capital Improvement Planning Committee meeting minutes of April 28, 2011 as amended. Discussion: The committee amended the third sentence in the FY12 Prioritized List section from "It looks like it will be in addition to all of the CIPC's FY12 recommendations." to "This would be in addition to all of the CIPC's FY12 recommendations." The motion was approved unanimously.

5 Year Capital Plan: The committee reviewed and revised the draft 5 year capital plan. Tom will email the committee the latest draft for their review.

FY12 Prioritized List: The committee discussed funding for the ambulance and reviewed the quotes they received. Jim Palladino reported that Melanie said there is not enough in retained earnings to fund the ambulance. Tom will follow-up with Melanie on the discrepancies in cost and possible funding.

Schedule: The Annual Town Meeting is scheduled for Monday, June 13 at 7:30 p.m. The committee may schedule one more meeting before the Annual Town Meeting or meet on June 13 before the Annual Meeting.

Action Items:

Action	Assigned To	Date
Add executive paragraph to the 5 year plan	Tom	ASAP
Follow-up with Melanie on ambulance funding and quotes	Tom	ASAP
Update final FY12 figures in 5 year plan	Tom	ASAP
Email revised draft of 5 year plan for committee's review	Tom	ASAP
Review 5 year plan and send Tom edits	All committee members	ASAP
Create talk points for Annual Meeting	Tom	Before June 13

Adjournment: With no further business before this Committee, a motion was made and unanimously passed to adjourn at 8:00 p.m.

Respectfully Submitted,

Michelle Reed
Administrative Assistant