



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

Approved: 12/1/2011

Meeting Minutes: October 17, 2011
Town Hall 1st Floor Conference Room

Call to Order: With a quorum, this meeting was called to order by Chairman Anderson at 5:32 PM

Attendees: Chairman, Tom Anderson; Vice Chair, Jim Palladino; Member, Peter Sigrist; Member, Richard Briggs; Planning & Economic Development Coordinator, Suzy Affleck-Childs; and Director of IT, Rich Boucher.

IT FY13 Capital Requests:

The IT department is requesting funding for system virtualization and technology equipment. The server virtualization project requires \$100K to create a redundant pair of server systems that contain data storage equipment that is capable of performing live back-ups between 2 sites. There was \$30k leftover from a different project that can be used for this project. Rich will provide the CIPC with quotes for the additional funding required. The quote will include the cost of equipment, installation, and training.

The committee also discussed the police server virtualization project. Due to the sensitivity of the data stored by the Police Department, these servers must be separate, isolated, and dedicated servers. These systems will enable onsite backups and provide a high level of security. Rich agrees that this is necessary but the cost is not included in his request. The request for server virtualization from the police and library should be considered separately.

The request for technology equipment includes peripherals, desktops, mobile stations (laptops), projectors in classrooms, and smart boards. There is additional detail in the 5-year capital plan.

Planning & Economic Development Board FY13 Capital Requests:

The Planning & Economic Development Board has requested funding for the Town's GIS project and community signage.

Suzy Affleck-Childs provided the committee with a detailed proposal for the community signage project. The proposal includes gateway signs for all roads that lead to Medway, Town building identifiers, and signs for important landmarks in Town such as Choate Park. Part of the request is for 2 digital message boards that could be remotely updated. Ms. Affleck-Childs provided the committee with quotes for the signs and also mentioned that they would like to have the signs installed in conjunction with the Medway300.

Ms. Affleck-Childs provided the committee with a detailed update of the funding spent on the GIS project. A list of the actions necessary to continue to develop the GIS system was also provided. The GIS system will continue to bring value as long as layers for all Town departments are added.

Other Items:

- There is no request for a Ladder Truck from the Fire Department. The committee will discuss the Ladder Truck with the Police Chief Tingley at Thursday's meeting.
- The HVAC unit in the library will be funded by the Energy Committee.
- The HVAC unit for the Town Hall will not be funded by the Energy Committee.
- There will be a warrant article for an ambulance at the 11/14 Town meeting.
- The Town Hall roof cost less than the expected \$150k. The remaining funding will be repurposed and used for another roof and other building maintenance requirements.

Adjournment: With no further business before this Committee, a motion was made to adjourn by Jim Palladino, seconded by Richard Briggs. The committee unanimously passed to adjourn at 6:33 p.m.

Respectfully Submitted,

Jim Palladino
CIPC Vice Chairman