



## CAPITAL IMPROVEMENT PLANNING COMMITTEE

Town of Medway

155 Village Street, Medway MA 02053

**Tel: (508) 533-3264**

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

**Approved: 9/27/12**

### **Meeting Minutes: June 14, 2012** **Sanford Hall**

**Call to Order:** With a quorum, this meeting was called to order by Chairman Anderson at 7:03 p.m.

**Attendees:** Chairman, Tom Anderson; Member, Jim Gillingham; Member, Peter Sigrist; and Administrative Assistant, Michelle Reed.

**Committee Membership:** A motion was made by Jim Gillingham, seconded by Peter Sigrist, to recommend that the Board of Selectmen appoint Michelle Reed to the Capital Improvements Planning Committee. The motion was unanimously approved.

Chairman Anderson said he would follow-up with Administrator Kennedy on this matter.

**Minutes:** A motion was made by Jim Gillingham, seconded by Peter Sigrist, to approve the meeting minutes from May 24, 2012 as amended. The motion was unanimously approved.

**5 Year Capital Plan:** A motion was made by Jim Gillingham, seconded by Peter Sigrist, to approve the 5 year capital plan as written. The motion was unanimously approved.

Michelle will post the approved 5 year plan on the committee webpage.

**Next Meeting:** The next CIPC meeting will be held on Thursday, August 23, 2012. The committee will continue to meet the second and fourth Thursdays of each month beginning in September 2012.

**Action Items:** The committee reviewed and updated their action items.

<b>Action</b>	<b>Assigned To</b>	<b>Date</b>
Follow-up with Suzanne and BOS on vacancy as of July 1	Tom/Peter	ASAP

**Adjournment:** With no further business before this Committee, a motion was made and unanimously passed to adjourn at 7:35 p.m.

Respectfully Submitted,

Michelle Reed  
Administrative Assistant