



CAPITAL IMPROVEMENT PLANNING COMMITTEE

Town of Medway

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Peter Sigrist, Chairman
Jim Gillingham, Vice Chairman
Richard Briggs, Member
Thomas Anderson, Member
Michelle Reed, Member

Approved: April 25, 2013

Meeting Minutes: April 11, 2013 @ 7 pm
Town Hall, Sanford Hall

Called to Order: With a quorum, this meeting was called to order by Chairman Sigrist at 7:02 pm.

Minutes: With amendments, Tom moved to approve the minutes from March 28, Michelle seconded.
All in favor.

Attendees:

	2/7/13	2/21/13	3/14/13	3/28/13	4/11/13
Peter Sigrist	X	X	X	X	X
Jim Gillingham	X	X	X	X	
Tom Anderson	X	X	X	X	X
Rich Briggs	X		X		X
Michelle Reed	X		X	X	X

New Version of Warrants presented by the BOS: The new version of the BOS free cash and warrants were looked at. The Town is purchasing 3 new fuel efficient vehicles. The Committee

wants to know who is using the cars and what kind of cars they are buying. There are several new items now on the free cash list that CIPC had not put on their original list. The new items include: fire equipment, security upgrade, Cassidy field, 3 fuel efficient cars, baseball diamond rebuilding. Mixer went to a separate warrant. Roof replacement is not on there. The water fund for the water main project warrant is complete. A field tractor is now a warrant to be taken from the capital improvement stability fund (\$30,000 for tractor and \$12,000 for an aerator) Cassidy field sewer line from stability fund is \$70,000 is also a new warrant. CIPC was surprised by the additional items added. Significant discussion on new items added was had. A lot of new items were added to free cash and new warrants to take funds out of the stability fund. None of these items or topics went through the CIPC process. The CIPC questions the reasons for all the new added items. A letter of disappointment will be written by the committee to the Board of Selectman expressing their thoughts about all this. Who controls the stability funds? What are the governing rules? Why wasn't the CIPC included in the new items?

Member Updates: Peter and Richard's term are expiring on June 30, 2013. Richard is not extending his appointment. Peter is extending his appointment.

Five Year Plan and Annual Report: Committee discussed the Five Year Plan and the Annual Report. Peter has worked on the Five Year Plan. Tom will write up something about the Middle School Project. Michelle will write up something about the Water and Sewer. Vehicle Fleet was discussed. The committee needs to update this vehicle list. Jim was going to update project list but now that there is a new list. Originally 50% of the debt service would be retired in 2016 but now the Committee needs to get an update from Melanie. The Annual Report is due by the end of April. The stability fund will be mentioned in the Five Year Report. The committee needs quotes of all the new items for the report. Peter will continue to work on the Annual Report and the Five Year Plan.

Verification of quotes for remaining items: The school and the library have not submitted their quotes. Peter will ask Suzanne about the 3 fuel efficient vehicles.

School Update: Parking lots are becoming an issue. The school wants to know when the Town will repave them and the Town wants to know how much this is going to cost.

Schedule: The committee will meet on April 25, 2013.

Adjournment: With no further business before this committee, a motion was made by Tom and seconded by Richard to adjourn at 7:42 pm.

Respectfully Submitted,

Jillian Morley