



## 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: March 14, 2013**

Meeting Minutes: February 7, 2013  
Town Hall, First Floor Conference Room

**Called to Order** – With a quorum, this meeting was called to order by Chairman Sigrist at 7:01pm.

**Attendees:**

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

**FY14 DPS Capital Requests:** Tom Holder and Dave D'Amico from DPS met with the committee to discuss the water main project. Tom H. explained that Medway will be receiving a State Revolving Fund (SRF) for these projects. The Town will apply in August, should be approved in December and then work should begin in January. The benefit of this SRF is that it is a 2% loan for 20 years. Small increases have been factored into the water/sewer rates over the

next several fiscal years to pay for these projects. They could seek appropriation for this for \$3.7 million or defer one of these projects to another year because this SRF is only for 2 million. He said that out of all the projects Adams is of the least importance. The committee requested detailed information on the water main, projects including the cost of each individual project, for their meeting with the Board of Selectmen on February 21, 2013.

Tom Holder and Dave D'Amico stayed to discuss the following items:

- Tom H. suggested that the mixing tank be funded out of the Enterprise fund instead of free cash. Tom A. agreed to move it. This frees up 100k in free cash.
- Tom H. discussed the Sanford Street Bridge. He explained that a year ago they appropriated \$40k for this project. Franklin was also contributing \$40k. The bridge is shared by Medway and Franklin. He explained that when the towns met with Mass DOT, they offered support for this project which would greatly reduce the cost to the Towns. The work is scheduled for this summer. Tom H. is concerned that Mass DOT is not going to follow through on their promise. If they don't, Medway's share would be \$145k (half of the project, technically \$105k because \$40k already set aside). With this concern, Tom H. suggested that out of the \$700k in the free cash for "Various Road/Sidewalk Improvements" Medway could use \$105k of this and make it a road/sidewalk/bridge improvement. He then suggested that at the Fall Town meeting they would have an article requesting the replenishment of the \$105k that was used for the bridge. Tom H. asked why sewer for \$75 k was not included in the proposed FY14 capital projects. Tom H. wanted to stress the importance of the sewer project and how it would save 50k gallons of water a year. Tom H. also discussed that structural damages and leaks were found with the Chicken Brook and Black Swamp. Peter said it was close but did not make the list but that the committee would reconsider.
- Dave spoke about a pilot for new LED street lights. He explained they had money left over from DOER so they decided to use this money for 40 replacement LED street lights that were going to be installed in March 2013. They would like to do the whole town which would cost about \$145k. They are asking for an additional 100k to complete this project.

**New DPS Facility:** Tom H. talked about some changes in the plan for the new DPS facility. Tom H. explained that the Town continues to purchase new fire equipment which will not fit in Station 2. He said they are not able to renovate Station 2 adequately and are discussing incorporating Station 2 into the new DPS facility.

**MSBA Update:**

- Tom A. explained that the schools have additional capital projects that were not included in their original list. This will be further discussed at the next meeting once Tom gets more information from the schools.

- Tom A. said the schools are looking at a paving project that would include the Middle School and Burke/Memorial. . Medway brought in consultants to see what the issues were. Tom A. suggested that when the recommendations come back, the committee can decide if they should go through with it because it is estimated to be about a 1 million dollar project.

**Upcoming BOS/CIPC Meeting on February 21, 2013:** This is going to be a joint meeting of the BOS and the CIPC. Everyone should prepare for this meeting and go through their projects so they are ready to discuss. CIPC is anticipating that the BOS will ask how they got to the list, how they prioritized the list, why certain projects were included and/or excluded.

**Meeting Minutes:** It was decided that Michelle would revise the minutes from the January 17, 2013 and will be approved at the next meeting.

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

Action	Assigned To	Date
Prepare for the upcoming BOS/CIPC meeting	All committee members	By February 21, 2013 meeting
Redo minutes from Jan 17	Michelle	By February 21, 2013 meeting

**Schedule:** The committee will meet on February 21, 2013.

**Adjournment:** With no further business before this committee, a motion was made and seconded to adjourn at 8:15 pm.

Respectfully Submitted,

Jillian Morley