



CAPITAL IMPROVEMENT PLANNING COMMITTEE

Town of Medway

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Peter Sigrist, Chairman
Michelle Reed, Vice Chairman
Jim Gillingham, Member

Approved: December 5, 2013

Meeting Minutes: November 26, 2013
Medway Library, Conference Room

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

Attendees:

	10/9/13	11/6/13	11/26/13		
Peter Sigrist	X	X	X		
Jim Gillingham	X	X	X		
Michelle Reed	X	X	X		
Carol Pratt					

Also in attendance: Margaret Perkins the Library Director and Dan Perkins a potential member

Special Town Meeting: The Town Meeting was held last Monday November 18. The fire tanker truck request was approved there. The design money for the fields though CPC was also

approved. The turf cannot be paid for through CPC, this could possibly be a capital expense. The Library transferred 20k for materials and other expenses. The library gets 10k from state aid every year and received 17k from the Friends of the Library.

Updates on meetings with Department Heads: Jim went to talk to the Fire Department tonight and met with Chief Lynch. The enhanced alerting system is needed for this year. This is more of a preventative measure for the Town to help prevent fires. This is 43k. The jaws of life is also needed for this year. The original jaws of life Medway has are made for steels which now do not work well for new cars. This item is a necessity and is 50k. There are a lot of problems with the Holliston Fire Station as well as the current main fire station. His idea was to make a new station in a centrally located place or to put it in the new DPS facility. This is something they want to do in the future. There is an outside consultant looking at the Town's infrastructure needs for a DPS facility, Fire Station, and more office space. The DPS facility was discussed. There was a committee put together for this but they have never met. The CIPC thinks this committee should also look at a new Fire Station. The DPS facility would be a 14 million dollar project. This plan has started almost 4 years ago when Tom Holder made the plans. Michelle will keep on top of this project to see where it is and if the committee meets. Brush truck two needs to be replaced for 18k. The police are requesting an updated radio software for 13k. The CIPC is going to get the IT departments opinion. Tom sent his DPS priority list. The list includes DPS facility, Shaw Street Bridge, 3 trucks, and general town facilities improvement, park and field improvements which could involve the turf. Open Space committee has identified open space within the town with no money. They have created trails and need to have a study how to get to these open spaces. This maybe something the CIPC may have to fund one day. Michelle thinks this needs to be followed up with.

New members: Dan Perkins attended the meeting. He is a Medway resident who is interested in joining the committee. The committee explained to him that they are an advisory committee to the Board of the Selectman who advises and prioritize capital planning. Each department submits their request and the committee prioritizes these requests and makes their recommendations. If Dan is interested he must send a letter of interest and a resume to the Board of Selectman.

Library Request: Dave D'Amico came up with general items of improvement around town. Margaret stated they don't need to spend 10k on refurbishing furniture. Repointing the masonry was in the report for 35k but it is actually 3500. One item that was not on this list that the Library needs is a couple of dehumidifiers. The estimates were 7500 for the technical service room that they can tie into the ventilation and heat. They have tried a small dehumidifier in that room

which has to be emptied every several hours. This is not practical. This 7500 dehumidifier would be for the technical room, the Story room, and the Cole room. Margaret thinks that the Library should get the dehumidifier before new carpet. Suzanne Kennedy suggested moving up the fire alarm panel to the top of the Library list for this year. An estimate for this which would include replacing the fire alarm, sensors, and fire sprinklers would be 6100. An estimate for the backroom basement dehumidifier is 4500. The estimate for a complete replacement of the carpet (which is 14 years old) from 2 different companies are 70k and 90k. The number on the list was 40k so the actual quote is much higher. The dehumidifier, fire alarm, and carpet are the most important on the Library's list. The fire alarm is at the top of the list. The roof was discussed. There are areas on the roof that have a couple of leaks. The roof will probably have to be in 2018. The HVAC unit in the unfinished part of the basement is on the list or 2017.

Schedule: The committee will meet on December 4, 2013

Adjournment: With no further business before this committee, a motion was made and seconded to adjourn at 8:36 pm.

Respectfully Submitted,

Jillian Morley