



CAPITAL IMPROVEMENT PLANNING COMMITTEE

Town of Medway

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Peter Sigrist, Chairman
Michelle Reed, Vice Chairman
Jim Gillingham, Member
Dan Perkins, Member
Kelly O'Rourke, Member

Approved: 12/17/14

Meeting Minutes: December 10, 2014

Senior Center, Oakland Street

Call to Order: – With a quorum, this meeting was called to order by Chairman Sigrist at 7:06 p.m.

Attendees:

	10/15/14	10/29/14	11/12/14	11/19/14	12/10/14	12/17/14
Peter Sigrist	X	X	X	X	X	
Jim Gillingham	X	X		X		
Michelle Reed	X		X	X	X	
Dan Perkins	X	X	X		X	
Kelly O'Rourke				X	X	
Carol Pratt						

Selectmen Trindade and D'Innocenzo attended the meeting as well.

1 **FY16 Capital Requests Discussion:**

2 Selectmen Trindade and D’Innocenzo joined the meeting to discuss the FY16 requests. They
3 provided the Committee with an update on the new DPS facility project. Selectman Trindade
4 reported that the DPS Facility Committee is looking at several options, including a pre-
5 engineered steel building. The cost of a pre-engineered steel building is a lot less expensive and
6 the Town could possibly do this project as a design-build. The total cost of the project would
7 need to be less than \$5 million for it to qualify. This would eliminate the need for an Owner
8 Project Manager (OPM). In addition, they expect to receive the results of the soil test borings in
9 the near future. They want to determine if the current building is sinking, if the soil is soft, and if
10 it is contaminated. The DPS Facility Committee has not ruled out doing an extensive renovation
11 to the existing building. Selectman Trindade said regardless of what option they go with, the salt
12 shed and rinse bay must be replaced and sewer lines need to be run to the building. The DPS
13 Facility Committee will also look at whether the building needs to be moved to another section
14 of the property.

15 In addition, the Committee discussed the need for additional office space for municipal
16 employees. There is a request for \$25k to convert a classroom at the Middle School into office
17 space for the DPS administration. The Committee also discussed Fire Station 2 behind the Town
18 Hall and possibly converting that to office space. It is currently used for storage.

19 Chairman Sigrist said he spoke with Director of Finance and Operations for the Medway Public
20 Schools Don Aicardi about the McGovern window replacement project. The total cost of the
21 project is estimated at \$850k. Half of the project will be funded by the MSBA. The FY16
22 request for this project is \$425k. Selectman Trindade said funds should be allocated for the
23 engineering of the McGovern parking lot project in FY16. The current request is for \$224k but
24 until an engineering study is complete the cost is unknown. In addition, he said that the \$150k
25 request for the Burke parking lot reconstruction project seems extremely low considering the
26 amount of work that needs to be done, including widening Legion Ave. Again, he said in FY16
27 funds should be set aside for the engineering study. Also, Selectman Trindade asked if the
28 schools have requested funds to repair the parking lot and driveway at the High School. He said
29 they sustained damage during the turf field projects. The Committee briefly discussed the new
30 turf fields and some of the concerns that have been raised by residents.

31 Selectman Trindade said he is meeting with the Community Preservation Committee (CPC) to
32 discuss using CPC funds to construct a new playground. CPC Chairman Mark Cerel said that
33 CPC funds can be used for this purpose. They need to have further discussions on this matter.
34 The Committee asked if CPC funds could be used to repair the tennis courts at the Middle
35 School.

36 Selectman Trindade also reported that Medway Youth Baseball has asked for funds to make
37 improvements to their fields, including installing protective netting that would keep foul balls
38 away from spectators. The Committee has not received a formal request for this project.

1 Dan reported that he spoke with Library Director Margaret Perkins and she said that the carpet
2 project could be done in two phases and that the upstairs is a higher priority.

3 **Action Items:**

- 4 • Peter will schedule the tour of the schools.
- 5 • Prepare initial prioritization and send to Peter before December 17th.
- 6 • Kelly will follow-up with the Director of Community and Economic Development
7 Stephanie Mercandetti on the Oak Grove project.
- 8 • Jim follow-up with Chief Tingley and Rich Boucher. Request a breakdown from Rich
9 Boucher.

10

11 **Schedule:**

12 The next CIPC meeting will be December 17, 2014 at 7:00 p.m. at the Senior Center. The first
13 meeting of the New Year will be January 7, 2015.

14

15 **Adjournment:**

16 With no further business before this committee, a motion was made by Michelle and seconded
17 by Dan to adjourn at 9:03 p.m.

18

19 Respectfully Submitted,

20

21 Michelle Reed

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