



CAPITAL IMPROVEMENT PLANNING COMMITTEE

Town of Medway

155 Village Street, Medway MA 02053

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

Approved: 1/7/15

Meeting Minutes: December 17, 2014
Senior Center, Oakland Street

Call to Order: – With a quorum, this meeting was called to order by Chairman Sigrist at 7:03 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	X
Jim Gillingham	X	X		X		X
Michelle Reed	X		X	X	X	X
Dan Perkins	X	X	X		X	X
Kelly O'Rourke				X	X	X
Carol Pratt						

Chairman Crowley attended the meeting as well.

1 **DPS Tour:**

2 Dave D'Amico took Dan and Kelly on a tour of the DPS facility on Monday night. Kelly and
3 Dan agreed that the current space is inadequate and in disrepair. Chairman Crowley said that
4 they are still waiting on the soil test borings. The next DPS Facility Committee meeting is
5 January 8, 2015. Chairman Sigrist plans to attend on behalf of the CIPC.
6

7 Chairman Crowley also reported that the leak that was responsible for the majority of the
8 unaccounted for water has been identified. The pipe that was leaking was on Village Street by
9 the Charles River Pollution Control District facility. They were able to isolate the section of the
10 pipe that was leaking and plan to repair it in the spring. DPS Director Tom Holder estimates that
11 the repair will cost approximately \$30,000.
12

13 **Minutes:**

14 **Kelly O'Rourke moved that the Committee approve the December 10, 2014 meeting**
15 **minutes as written; Dan Perkins second; No discussion; All ayes 4-0-0 (Jim Gillingham was**
16 **not present).**
17

18 **FY16 Capital Requests Discussion:**

- 19 • Kelly will follow-up with Stephanie Mercandetti on the Oak Grove request. She will also
20 request Rob Hubbard's report from Allison Potter.
- 21 • The DPS Facility Committee will meet on January 8, 2015. Their job is to consider all
22 options and make a recommendation to the BOS. Kelly reported that she just read that
23 another local town is in the process of building a \$14 million DPS facility.
- 24 • Michelle will request the road and sidewalk repair schedule from Tom Holder.
- 25 • Jim will invite Rich Boucher and Chief Tingley to the January 7th meeting to discuss their
26 FY16 requests. Jim will also request a detailed breakdown from Rich Boucher.
- 27 • Chairman Sigrist is meeting with Don Aicardi in the near future to discuss the school's
28 requests and prioritization. The Committee needs more info on the parking lot projects
29 and estimated costs. He will also ask about the Burke window replacement project and
30 whether they will apply to the MSBA for funding.
- 31 • Chairman Crowley said the schools may need to request funds to complete the lighting
32 project at the Middle School. They have some funds remaining from the Middle School
33 Renovation Project but not enough to complete the project. They will know the total cost
34 in the next couple of weeks. Peter will ask what the priority for this project is when he
35 meets with Don Aicardi.

- 1 • Chairman Crowley said that the Norfolk County Sherriff's Office has asked if there are
2 any projects the Town needs help with over the winter. Inmates painted the barn at the
3 Thayer Homestead. Chairman Crowley will follow-up with Tom Holder and Dave
4 D'Amico to see if there are any projects.
- 5 • Dan will follow-up with Chief Lynch on the radio box alarm system project. The
6 Committee would like more info on the project and possible future costs.
- 7 • Michelle will follow-up with Tom Holder on the street sweeper request. The Committee
8 would like to know if this is required for FY16 or if the current street sweeper meets
9 regulations.

10
11 **Action Items:**

- 12 • Peter will schedule a tour of the schools.
- 13 • Prepare initial prioritization and send to Peter before January 7th.
- 14 • Kelly will follow-up with Stephanie Mercandetti on the Oak Grove project and request
15 Rob Hubbard's report from Allison.
- 16 • Jim will invite Chief Tingley and Rich Boucher to the January 7th meeting. He will also
17 request a detailed breakdown from Rich Boucher.
- 18 • Michelle will follow-up with Allison to get on BOS agenda in late January for
19 prioritization discussion.
- 20 • Prepare Year-End Report and send to Allison by February 13, 2015.

21
22 **Schedule:**

23 The next CIPC meeting will be January 7, 2014 at 7:00 p.m. at the Senior Center.
24

25 **Adjournment:**

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

28
29 Respectfully Submitted,

30
31 Michelle Reed
32