



**CAPITAL IMPROVEMENT PLANNING COMMITTEE**

Town of Medway

155 Village Street, Medway MA 02053

**Tel: (508) 533-3264**

**Fax.: (508) 533-3281**

**Peter Sigrist, Chairman**  
**Michelle Reed, Vice Chairman**  
**Jim Gillingham, Member**  
**Dan Perkins, Member**

**Approved: 10/29/14**

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Meeting Minutes: October 15, 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			
Peter Sigrist	X				
Jim Gillingham	X				
Michelle Reed	X				
Dan Perkins	X				
Carol Pratt					

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Planning and Economic Development Board member Matt Hayes also joined the meeting.

**Meeting Space:** The Committee agreed that the First Floor Conference Room at the Town Hall is too small to use for meetings. Michelle will follow-up with Tom Holder on the exterior lights at the Senior Center. The lights were not on when the meeting began at 7:00 p.m. and it is very difficult to see when you are walking to and from the building.

1 **Election of Chair and Vice-Chair:**

2 **Michelle Reed moved that the Committee elect Peter Sigrist as the Chairman of the Capital**  
3 **Improvement Planning Committee for the upcoming year; Jim Gillingham second; No**  
4 **discussion; All ayes 4-0-0.**

5 **Jim Gillingham moved that the Committee elect Michelle Reed as Vice-Chair of the**  
6 **Capital Improvement Planning Committee for the upcoming year; Jim Gillingham second;**  
7 **No discussion; All ayes 4-0-0.**

8 **Updates since Last Meeting:** The Committee discussed notable events that occurred in  
9 Medway since their last meeting. Chairman Sigrist said he recently visited the new fields that  
10 are being built at the High School and the lower field is almost complete. They also discussed  
11 the new Cumberland Farms that recently opened and the positive feedback the project has  
12 received. Dan Perkins said he attended Taste of Medway at the Thayer Homestead and there  
13 seemed to be good attendance. The Committee also discussed the unaccounted for water issue  
14 that was highlighted in the Milford Daily News over the summer.

15 **Meeting Schedule:** Michelle will circulate the schedule and arrange meeting space. Michelle  
16 will include Planning and Economic Development Board member Matt Hayes on this email.  
17 Matt said he would consider joining the CIPC.

18 **Liaison List:** The Committee reviewed and updated the Liaison List. Michelle will post the list  
19 on the Committee's webpage and send it to the Committee.

20 **FY16:** The Committee had an initial brief discussion about the FY16 requests. Chairman Sigrist  
21 will follow-up on the Redevelopment Authority's request and confirm that it is a capital item.  
22 The Committee also needs to confirm that the ballistic vests were not funded in a previous year.  
23 Michelle informed the Committee that the request for \$15,000 from the Planning and Economic  
24 Development Board may not be needed if it gets a favorable vote at the Fall Town Meeting in  
25 November.

26 Committee members will set up meetings with their Department Heads in the next couple of  
27 weeks to discuss their department's FY16 requests. Michelle reported that the Selectmen said  
28 there is about \$1.5 million in Certified Free Cash available but about \$500,000 is already  
29 earmarked for specific projects. The Town also has the ability to bond and use Enterprise Funds  
30 for certain projects. The Committee plans to have their initial prioritization list prepared by the  
31 end of December.

32 Chairman Sigrist also reported that he was asked to join the DPW Facility Committee as a  
33 member of the CIPC. He said the cost of the project is now estimated at \$19 million, which  
34 includes \$1.5 million to cap the landfill. Chairman Sigrist will attend the meetings and provide  
35 the Committee with updates.

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1 **Adjournment:** With no further business before this Committee, a motion was made and  
2 seconded to adjourn at 8:25 p.m.

3 Respectfully Submitted,

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5 Michelle Reed

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