



Town of Medway

Capital Improvement Planning Committee
155 Village Street, Medway MA 02053
(508) 533-3264 • FAX: (508) 321-4988

Approved: 12/8/2015

Meeting Minutes: November 24, 2015
Medway Senior Center

Call to Order: – With a quorum, this meeting was called to order by Chairman Reed at 7:04 p.m.

Attendees:

	9/22/15	10/6/15	10/27/15	11/10/15	11/24/15		
Michelle Reed	X	X	X	X	X		
Peter Sigrist	X	X	X	X	X		
Dan Perkins	X	X	X	X	X		
Kelly O'Rourke	X		X	X	X		

Approval of Minutes:

Motion was made by Ms. O' Rourke to approve the 10/27/15 minutes with the change that the last name of Medway Middle School Principal be added. The full name should appear as Ms. Cari Purchase, seconded by Mr. Perkins, all were in favor.

Motion was made by Mr. Sigrist to approve the 11/10/2015 minutes with the change that the date 10/06/2016 in the document be changed to 10/06/2015, seconded by Ms. Reed, all were in favor.

FY17 Fire Department Capital Requests:

Fire Chief Lynch was present at the meeting. The replacement of the bucket truck is not on this year's capital list. The Town of Milford agreed to lend their bucket truck to Medway as needed. The length of Medway's bucket is 35 feet. Per Fire Chief Lynch, new trucks should be bigger than 35'. Town Administrator will spear head the effort and the vehicle will be used across multiple Medway departments. The existing radio box system needs to be replaced. The cost of the new receiver is approximately \$57,000. Chief Lynch reported that the Town is working with

a new development that is being built in Medway to purchase this item. This should be moved to the FY18 list. Refurbishing Engine 2 is a critical item that should be addressed this year. Upgrades are needed to make it safety compliant. A front suction will be installed on the truck. The initial estimate for these repairs is \$156,400 with additional 10% for contingency. Chief Lynch said he is applying for a grant to replace the airpucks. If the grant is awarded, Medway will be responsible for approximately 5% of the cost.

Chief Lynch discussed replacing the ambulance A-2. There are 91,000 miles on the truck. With additional staff, department is able to respond to level 1 and 2 type emergencies. Department generates \$500 - \$1500 in revenue based on the type of insurance per ride. Town of Millis is currently looking to purchase a truck. Chief Lynch proposes to coordinate efforts with Millis so that both the communities could get a better price if purchased together.

There was discussion about the fire alarm and sprinkler system at McGovern School. Preliminary estimate to install fire alarm system is \$75,000 (approx.). As a safety issue, Chief Lynch stated he would support the idea to include the fire alarm/sprinkler system installation in this year's capital list.

Peter Sigrist:

Mr. Sigrist received information from Mr. Rich Boucher on IT's requests. He will share the list with the members and also check with Mr. Boucher if he can attend the December 8, 2015 meeting.

Kelly O'Rourke:

Ms. O' Rourke received an email from Mr. Don Aicardi with the list of potential items for inclusion into the FY17 Capital projects list. He will attend the December 8, 2015 meeting. She also spoke with Selectman Crowley on the Thayer Homestead and he said there are no capital requests for FY17.

Michelle Reed:

Ms. Reed met with Michael Boynton and Ms. Allison Potter on November 13, 2015 to discuss the installation of Welcome to Medway signs and procurement of radio boxes for the town. Ms. Reed was informed that these items will not be considered for this year. \$500,000 will be budgeted for the new Medway DPS facility. \$1.2 million might be available in free cash depending on the severity of winter. Limited borrowing will be allowed. Oak Grove and Arbor beautification projects are not included in the FY17 list.

Action Items:

Michelle requested that each member review their FY17 rankings and make any changes before the next meeting. She also reported that the Route 109 project will commence in spring 2016. Project construction is anticipated to be completed in two years. Roadwork abutting and in the vicinity of Route 109 will be minimal during the construction of the project. There will be some sidewalk improvements. The budget for FY17 for road work might be lower (\$450K) compared with the previous years (\$750K). DPS Director Tom Holder will attend the meeting on December 22, 2015.

Medway Library Director Margaret Perkins might attend the December 8th meeting to discuss her list of projects. Installation of a new fire alarm panel at the Library is her priority. The Committee needs to clarify if there are funds remaining from a previous year. The group also discussed the Police Department's need for additional space.

FY17 Initial Rankings Discussion:

The Committee reviewed and discussed their initial rankings for FY17.

Schedule:

Schedule (Dec. 2015- June 2016) and location for upcoming 2016 CIPC meetings has been finalized. Senior Center has been reserved for all of the scheduled meetings. The next meeting will be December 08, 2015.

Adjournment:

With no further business before this committee, motion was made by Ms. Reed to adjourn, seconded by Mr. Perkins at 8:29 P.M.

Respectfully Submitted,

Sreelatha Allam