Facility Review Committee Meeting

November 23, 2021 - 6:00 PM

Town Manager’s Conference Room

Town Hall - 155 Village Street, Medway

***Members Present:*** Tim Harris, Mark Robinson, Larry Muench, Brian Cowan, Cindy Sullivan, Glenn Trindade, and Lenny Mitchell

***Members Absent:*** Allison Potter

**Call to Order:** At 6:00PM, Mr. Trindade called the meeting to order.

**Agenda Item #1: Review of Facility Tours**

The committee discussed failures with the infrastructure of existing buildings, especially the fire station. They currently use stairwells for storage and have inadequate sleeping space.

The committee also discussed how the senior center is currently working well and serving the community efficiently.

In regard to facilities such as the town hall and the VFW, the committee felt the need to keep the current buildings, but bring them up to standards.

Mr. Muench expressed concern regarding why some town administration buildings are not consolidated and physically together in the same space. Mr. Trindade shared that this concern has been raised previously, but that the parties involved have not been interested in pursuing this approach.

Ms. Sullivan raised concerns about the police station; she wanted to clarify whether that building requires a massive cleanout or actual remodeling, as buildup of clutter appears to be a primary issue at that facility.

The committee also discussed creating a combined public safety municipal complex for fire and police, rather than having separate buildings, as this has been a successful approach in other towns.

Based on the findings of the ongoing facility tours, the committee agreed to identify immediate needs versus future needs, then prioritize from there.

**Agenda Item #2: Facility Needs**

The committee discussed asking the Select Board to add discussion of facility needs as a standing agenda item for their meetings.

Ms. Potter shared that money was approved at the town meeting by both the town and schools to fund the necessary projects.

In regard to the schools, Ms. Sullivan expressed concerns about seeking Dr. Pires’s approval for any modifications to existing school facilities. Mr. Harris countered that, stating that the committee’s charge is to identify existing needs, not delegate which departments will pay for specific modifications. The committee also discussed including information in their recommendations regarding how their suggestions also help avoid needing additional fixes in the future.

Mr. Trindade suggested setting up a series of meetings with department heads to further identify existing needs. Mr. Harris suggested making a questionnaire instead; he offered to draft this. Based on the findings of these meetings and the questionnaire, Mr. Trindade was hopeful that the committee could present findings and ideas to be considered at the spring 2022 town meeting.

**Agenda Item #3: Repair Prioritization**

The committee discussed the need for repairs at the fire station, the police station, town hall, and the high school.

Mr. Harris discussed the potential for constructing a municipal facility that includes both the police department and fire station.

Mr. Trindade identified spring 2022 as an appropriate time to have a more concrete plan for facility repairs. Because of this, he suggested meeting weekly or biweekly for 60-90 minutes. The committee identified Mondays at 6:30PM as an appropriate ongoing meeting time.

**VOTE:** At 7:06PM, Mr. Trindade offered a motion to adjourn. Ms. Sullivan seconded the motion, which passed unanimously. VOTE: 7-0.