

Karen Nowicki, Chair
Sarah Raposa, Vice Chair
Darren LaForest, Member
Keith Goddard, Member
Emre Guzelsu, Member



CAPITAL IMPROVEMENT PLANNING COMMITTEE (CIPC)

Town of Medway
155 Village Street, Medway MA 02053
Tel: (508) 533-3264

Minutes: Thursday, November 2, 2023 at 7:00 PM
Town Hall
First Floor Conference Room

Committee Members Present: Karen Nowicki, Sarah Raposa, Keith Goddard, Emre Guzelsu, Darren LaForest

Committee Members Absent:

Community Members Present: Margaret Perkins, Courtney Reilly

Ms. Nowicki called the meeting to order at 7:04.

No citizen comments.

Courtney Reilly from the Medway Senior Center attended. The CIPC liaison is Mr. Guzelsu. Their one item has been on the capital list for a few years, it is to update both the male and female bathrooms at the senior center. They are currently functioning fine but are close to 30 years old and have never been updated. There have been a few floods due to toilets. Part of the problem is that they do not have automatic flushing, some seniors cannot flush or forget to flush and now a lot of outside people use the facility on the weekends. The priority are the toilets, they are older, space is tight, it is hard to turn around in there, the flush handle is on the side, and they would like one on the top to make it easier. In the female bathroom, there are 2 regular stalls and one handicapped and in the male bathroom, there is one regular, one handicapped and one urinal. Ms. Reilly is also requesting to replace the sinks/cabinets. They are made with plywood, are moldy and she is worried that if someone leaned on it, it would collapse. It could be a safety issue. Last year, it was a priority to have the toilet and filter system fixed but they determined that they needed to change the size of the pipes underneath and would need a larger water tank for the automatic flushing system. The cost is high, they would have to dig up the tiles. She passed around some quotes. This is a want, not a need, but given the age of the bathrooms, it could become a need. Mr. LaForest asked about moving the partitions to give more space as a short-term fix. Ms. Reilly agreed that there could be some extra space, but it would depend on the placement of pipes. She mentioned the bathrooms down by the parks have new bathrooms and she would like to see the Senior Center have similar quality upgrades. Ms. Nowicki confirmed that the quotes were for both bathrooms and asked if one was more of a priority than the other. Ms. Reilly said that she would not say one needs more than another. There are only 2 toilets in the male bathroom, she thinks the urinal is fine. Ms. Reilly would prioritize the toilets and then the sinks. Mr. Guzelsu confirmed that that space is tight. If more people are using it, it's more likely something could fail. It is tough that the automatic toilet comes with necessary infrastructure work. Ms. Reilly noted that if they don't get the automatic ones, if they found a toilet with a push flush would help and admits there could be a downside to the automatic ones maybe flushing too fast or someone not being sure that it flushed. She is

willing to look at other options, but she's worried that when they take the old toilets out, they may find that pipes need to be replaced. If going in, might as well do it right. Mr. Goddard asked if the building is expected to last another 30 years. Ms. Reilly said that many upgrades have been made and the building is holding up. Ms. Nowicki asked whether there was an arrangement with Millis who sometimes used the facility. Ms. Reilly said there is not. Other towns use the space as well, Norfolk, Franklin, and Bellingham. Sporting and evening events are using the space, it's a public building.

Margaret Perkins attended to discuss the items on the library's capital list. Mr. Guzelsu is the CIPC liaison. Some of the priorities on their list are ongoing from previous years, but some have been fixed. They have some leftover money from last year as well in the temperature control and want to use it to replace the evaporator coils on the units on the roof. These have been replaced once and it didn't last. It is a \$9,950 expense. If they use the leftover money (approx. \$11,000), it will cover it. This must be done due to the issues with the humidity levels. They had to keep several dehumidifiers running this summer to keep it under control. This issue was unexpected. Another item from last year was making the site more handicapped accessible. The highway department added a crosswalk. There is a broken curb that needs to be repaired and some white lines need to be repainted to identify parking spaces. Basically, they moved a few grass areas to add more parking. Ms. Perkins estimates it will cost \$30,000 for curbing and line painting but they do have \$30,000 left in that account. Ms. Raposa noted that there aren't paving items on the list. Ms. Perkins clarified it's under 'painting parking spaces.' The library exterior doors have been approved, but the work has not been done yet. Ms. Raposa clarified that they should be looking at FY 2025. The stone walls will need to be repointed. Ms. LaForrest mentioned that there was work done around the stairs, Ms. Perkins agreed, but noted none of the other walls were repaired. The interior painting is ongoing, DPW was able to do a lot last year b/c there wasn't a lot of snow. All of the downstairs rooms were done and some of the upstairs, except the Children's room. They would like to finish that. They would like to have a mural done similar to ones at other libraries, she feels it makes the space much more attractive. Mr. LaForrest confirmed that the Library Trustees would have to approve the design of a mural. They did get some new furniture, mostly seating for tables. The comfortable seats have been there since about 1999. A few years ago, a few pieces were reupholstered. Others are not very appealing. A new item to the capital request was added because one side of the story hour room floor is sinking. Mr. Guzelsu asked whether it had been confirmed. Ms. Perkins does not know the extent of the issue and repair. Mr. LaForrest asked if something could be done to divert the water on the exterior away from the building. Mr. Guzelsu walked through and couldn't tell if the pipe had been blocked by leaves etc. or cracked. He did note that there has been a lot of rain in aggregate this year which could have exacerbated the damage. Ms. Perkins said that DPW looked at it, but it was put on hold. She thinks that it seems to be getting worse. DPW gave a rough number of \$5,000. She said they were going to start by digging up the area outside to see what was backing up. The Story Hour room and ventilation issue started during COVID. The company that handles the temperature and humidity and that company noticed that there are areas that are not receiving any fresh air. One estimate was \$30,000 and they did have one for \$19,000 but that company is no longer in business. Ms. Perkins feels that this should be a top priority. Ms. Raposa asked whether the \$19,000 had been funded by Town Meeting. Town Meeting approved \$20,000 previously, so they only need \$10,000 to finish the process. Ms. Perkins would like an outside seating/reading area. They did have a consultant who advised improving the inside

spaces. They originally thought there was funding for this, but there wasn't. Ms. Raposa asked Ms. Perkins to rank the priorities. Number one is the sink hole, 2nd is the Story Hour room ventilation and 3 parking spaces (might be done by DPW). 4 is interior painting so it's not left half done. 5 is outdoor seating/reading area. Ms. Nowicki noted that the Facilities Review Committee wanted to sit with the Board of Trustees to determine their vision for the library. 6. is the consultant for the interior who was talking about changing the layout to improve its usefulness. Mr. Guzelsu asked if there have been complaints and Ms. Perkins noted that there have not. 7th priority is the mural and 8 repointing stone walls and emergency door stairs and 9 is new furniture. Mr. Guzelsu is concerned about the roof units, he feels it's alarming that they need that much dehumidification.

Meeting Minutes – Ms. Raposa noted that Mr. Guzelsu's name had been misspelled on the last 3 meeting minutes and noted the correct spelling.

Ms. Raposa made a motion to approve the meeting minutes of Sept 7 with the spelling correction and Ms. Nowicki seconded the motion. Approved in a 3-0-2 vote, two members abstained as they were not members at the time of the 9/7 meeting: Mr. Guzelsu and Mr. Goddard.

Ms. Raposa made a motion to approve the meeting minutes of October 5 with an updated spelling of Mr. Guzelsu's name. Mr. Guzelsu seconded the motion. Approved in a 4-0-1 vote, Mr. LaForrest abstained because he did not attend the Oct 5 meeting.

Mr. Goddard made a motion to approve the meeting minutes from October 19, correcting the spelling of Mr. Guzelsu's name and Ms. Nowicki's name in a few places. Mr. Guzelsu seconded the motion. Approved in a 4-0-1 vote, Ms. Raposa abstained as she was not at the 10/19 meeting.

Ms. Nowicki is going to give Mr. LaForrest all of her mini sheets for the schools from the past year. She asked about members' availability to go on a tour of the schools. They will review the priorities to determine which schools should be a priority to visit.

Ms. Raposa noted that the next meeting is next Thursday, November 9 with representatives from the Police and Fire departments. Mr. Goddard is their liaison. He will send them a reminder.

There is going to be a special meeting on November 13 at the high school from 6:00-7:00. In the packet that was emailed, there is a map to Room 114.

Ms. Nowicki did not feel that she needed to meet with IT, she will schedule a call and request rankings for the meeting on the 30th.

Mr. Guzelsu made a motion to adjourn at 7:51, Mr. Goddard seconded the motion. Approved in a unanimous vote, 5-0.