

CIPC Minutes of Tuesday, 1/3/2023 – 7:00pm  
First Floor Meeting Room  
Town Hall, Medway, MA. 02053

***Committee Members Present:*** . Sarah Raposa, Brett Fagan, Karen Nowicki, Nicholas Fair, Darren LaForest

***Committee Members Absent:*** none

***Community Members Present:***

**1. Call to Order:** At 7:04 PM, Ms. Raposa called the meeting to order.

**2. Public Comments** – Angela Carney and 2 others from the Medway Friends for the Performing Arts group attended to discuss funding options for a piano for the high school. The current piano is broken and not able to be repaired. Since a new piano is very expensive, they expressed that they could use an electric piano to hold them over until the funding for a larger piano can be added. The cost of the electric piano is \$1,500-\$2,500. Ms. Raposa explained how the CIPC works and that requests have to come through a town department. Mr. Fair asked Ms. Carney to provide a quote for the electric piano and will work on donated funds to enable them to loan an electric piano.

**3. FY24 Capital Plan (5 Year Plan)**

Ms. Raposa explained this meeting is to debrief from previous meetings and move toward the committee members coming up with their individual rankings for the department asks. Ms. Nowicki asked if anyone had a spreadsheet that totaled asks by department. Mr. Fair provided some totals and Ms. Raposa mentioned that there are some items still listed on the sheets for which it has already been determined that the items will either be funded elsewhere or pushed back to a later year. Ms. Nowicki mentioned that the ADA quote forwarded by Mr. LaForest from the Senior Center was reasonable.

After this meeting Ms. Raposa will provide a spreadsheet to Mr. Fagan to format with all of the asks and columns for each member to put in their individual rankings.

Ms. Raposa explained that it is the role of the committee members to individually assess how they want to prioritize department asks. There is no hard fast rule or specific method on how to prioritize items. At the next meeting, the committee will review all individual rankings and then see how things align as a group. The committee will discuss and come up with recommendations to present to the Select Board and Finance Committee. Ms. Nowicki mentioned that many of the projects include studies that are needed before the projects can be quotes or completed. Mr. LaForest asked whether they only need to rank top asks and Ms. Raposa clarified that all asks are to be ranked. Mr. LaForest was concerned that there are 140 items on the list and Ms. Raposa clarified that they only have to rank items for 2024. Mr. Fagan clarified that everything gets ranked even if it goes over the total funding. Mr. LaForest asked that if an item can't get funded as it, could the department try to fix on a temporary basis. Ms. Raposa responded that they should not and that it would have to wait for a future year. If it's not a priority for the year it comes up, it's helpful to know that it could go into a future year or there could also be alternate funding sources, such as grants or Town Hall fund that are separate from the free cash \$2.3 million.

Mr. Fair requested that Mr. Fagan provide the spreadsheet in a format that will enable the individual spreadsheets with rankings to be consolidated into one. Ms. Raposa is going to update tomorrow and send out to everyone who will then send to Mr. Fagan by 1/13/23 so that he can consolidate with averages calculated.

After 1/17 meeting, CIPC doesn't meet as a group again. Next step is to go to next Select Board. Their next meetings are 2/6 and 2/21

#### **4. Committee Updates**

#### **5. Open Discussion**

#### **6. Minutes for Approval (12/20/22)**

Mr. LaForest offered a motion to approve the meeting minutes from 12/20/22, Ms. Nowicki seconded the motion.

Vote 5-0

Approved

#### **7. Meeting Schedule**

January 17 (6-7 pm) - group ranking, 1st floor of Town Hall

**9. Motion to Adjourn:** At 7:53 Ms. Nowicki offered a motion to adjourn. Mr. Fagan seconded this motion, which passed unanimously. VOTE: 5-0.

Approved