

MEDWAY MUNICIPAL FACILITIES STUDY COMMITTEE

Mission: To review 2021 Facilities Assessment Report and provide guidance and recommendations to the Select Board, Finance Committee, and Medway Town Meeting on a proposed facility improvement and/or replacement plan. Said report will develop the Town's strategic plan to fund and construct new and/or replacement of existing public buildings.

Committee Composition: The Committee shall be made up of the following five (5) voting members:

- One (1) Representative of the Select Board (Committee Chair)
- One (1) Representative of the School Committee
- One (1) Representative of the Finance Committee
- One (1) Representative of the Capital Improvement Committee
- One (1) Citizen At Large

Committee Tasks:

- 1) Review facility study materials.
- 2) Meet with Town Manager & Superintendent of Schools to review existing operations related to facility use, space needs, and future staffing obligations.
- 3) Meet with Department Heads as may be required to review operational space conditions & future needs.
- 4) Meet with Finance Director & Town Manager to determine appropriate funding options.
- 5) Convene public informational meetings to obtain stakeholder/resident feedback
- 6) Build consensus around proposed facility (re)construction projects
- 7) Identify the specific requirements/needs, specifications, estimated costs, and project timeline/phasing for each proposed project.
- 8) Seek the professional advice of consultants to aid the Committee in its review of the respective project as needed and as funding allows.
- 9) Issue recommendations to the Select Board on Committee findings.

Timeline: The Committee shall report its findings and recommendations to the Select Board on or before July 1, 2022.