

2018 ANNUAL TOWN REPORT ~ TOWN OF MEDWAY, MASSACHUSETTS

TOWN OF MEDWAY, MASSACHUSETTS 2018 ANNUAL TOWN REPORT



BOARD OF SELECTMEN
Dennis Crowley, Chairman
John Foresto, Vice Chairman
Richard D’Innocenzo, Clerk
Glenn Trindade
Maryjane White

TOWN ADMINISTRATOR
Michael Boynton



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Tri-County Regional Vocational Technical School

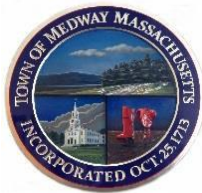
175

Volunteer Application

185

Telephone Numbers

186



Community Profile

Incorporated

- 1713

Land Area

- 11.54 square miles

County

- Norfolk

Population

- 13,400

Form of Government

- Town Administrator
- Five member Board of Selectmen
- Open Town Meeting

**FY2017 Tax Rate Per
Thousand – \$17.92**

**2017 Average Single Home
Value - \$391,838**

**To find out more about
Medway's municipal services,
please visit**

www.townofmedway.org

Town Offices

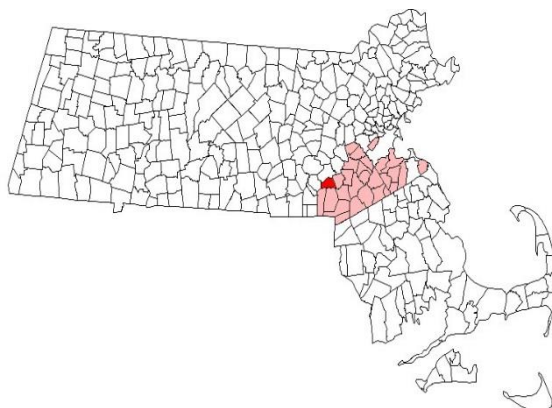
155 Village Street

Medway, MA 02053

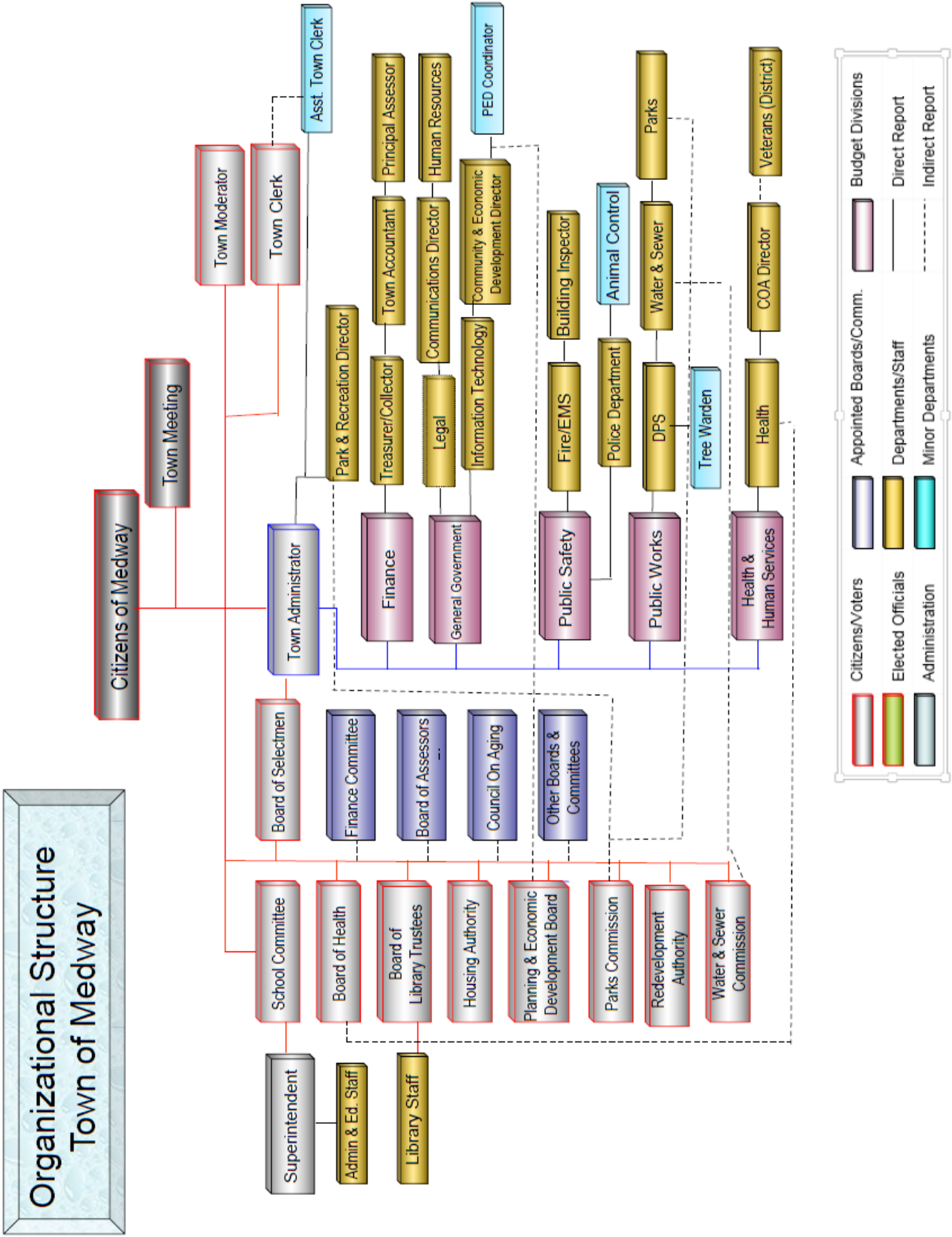
Phone – (508) 533-3264

Fax – (508) 321-4988

ta@townofmedway.org

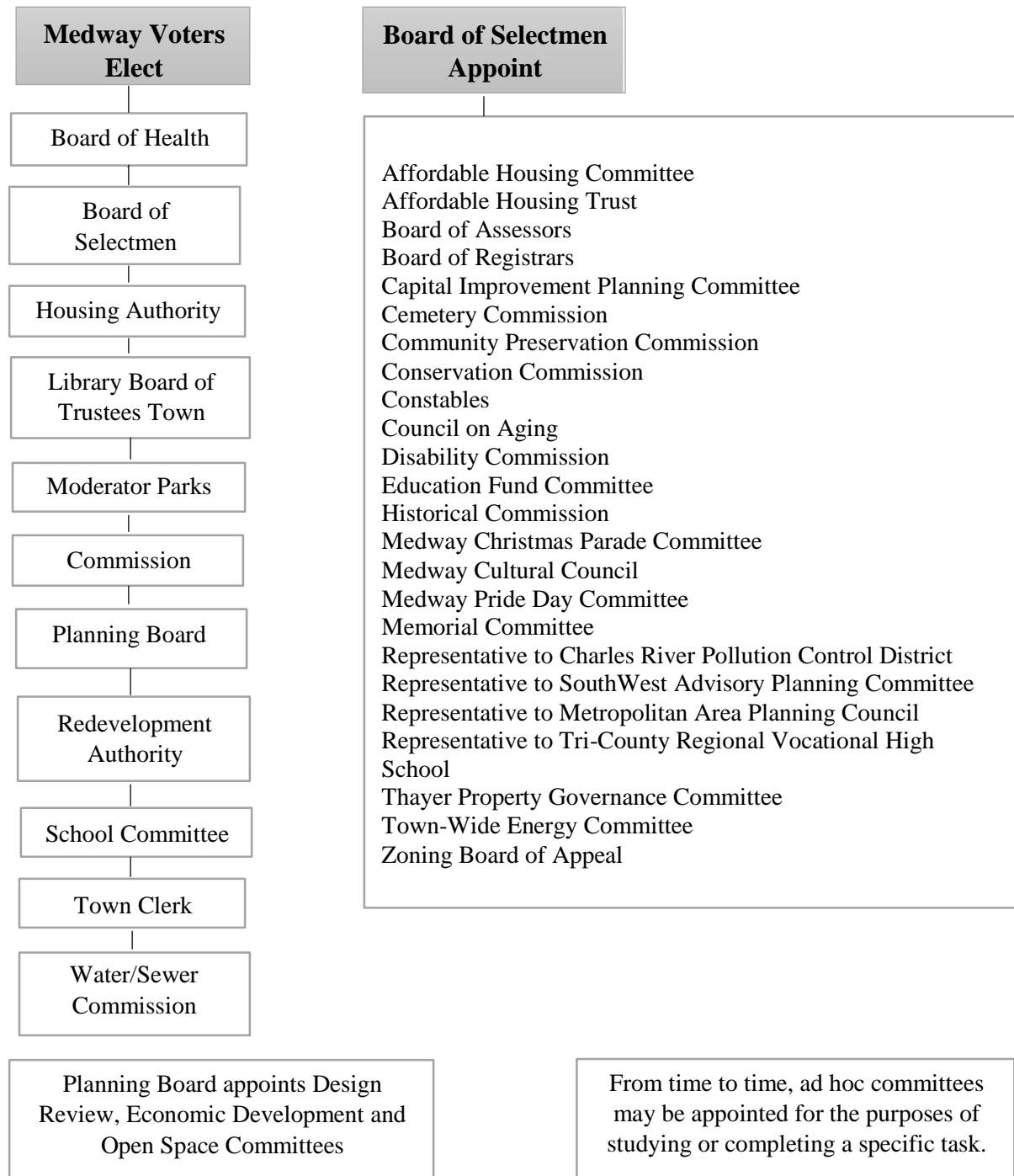


Organizational Structure Town of Medway





Boards, Commissions and Committees





Officers of the United States of America

President

Donald J. Trump

Vice President

Michael R. Pence

Senators

Edward Markey

Elizabeth Warren

Congressman

Joseph P. Kennedy III



Officers of the Commonwealth of Massachusetts

Governor

Charles Baker

Lieutenant Governor

Karyn Polito

Secretary of the Commonwealth

William F. Galvin

Treasurer

Deborah Goldberg

Attorney General

Maura Healey

Auditor

Suzanne M. Bump

State Senator

Karen E. Spilka

State Representatives

Brain Murray

Jeffrey Roy



Elected Officers

Board of Health

Michael Heavey
Eric Lindstrom
Jack Mill

Board of Selectmen

Dennis Crowley
Richard D’Innocenzo
John Foresto
Glenn Trindade
Maryjane White

Housing Authority

James Coyle
Robert Ferrari
Hayley Fetrow
Rita Larrabee
Michael Matondi
Carl Rice
Sheila Souza

Library Board of Trustees

Susan Alessandri
Diane Burkhardt
Karen Kassel
Chris Monahan
John Scott Smith

Town Moderator

Mark Cerel

Parks Commission

Sean Murphy
Debi Rossi
Michael Tudino

Planning and Economic Development Board

Richard Di Iulio
Thomas Gay
Matthew Hayes
Andy Rodenhiser
Bob Tucker

Redevelopment Authority

Douglas Downing
Michael Griffin
Andy Rodenhiser
Rori Stumpf
Paul Yorkis (Gov. appt.)

School Committee

Diane Borgatti
Susan Dietrich
Jeffrey Segarra
Cynthia Sullivan
Lauren Nassiff

Town Clerk

Maryjane White

Water/Sewer Commission

Steven Burke
Michael Callahan
Leo O’Rourke



Boards, Commissions and Committees

Affordable Housing Committee

Robert Ferrari
Judi LaPan
Mike Leone
John Parlee
Sue Rorke
Alison Slack

Affordable Housing Trust

Judi LaPan
John Parlee
Ann Sherry
Glenn Trindade

Agricultural Committee

Paul Atwood
Alison Dempsey
Bruce Hamblin
Michael Kassel
Margaret Perkins

Board of Assessors

Joshua Hazell
Carol Niedbala
Cristina Sauer

Board of Registrars

Judith Lane
Christine Lorenzen
Florence Mucci

Cable Advisory Committee

Richard Boucher
John Foresto
Robert O'Neill
Glenn Trindade
Shelley Wieler

Capital Improvement Planning Committee

Amanda DelConte
Tracy Malcolm
Lenny Mitchell
Kelly O'Rourke
Sarah Raposa

Cemetery Commission

Rebecca Atwood
Bruce Hamblin
Jeanne Johnson

Charter Review Committee

Matthew McCabe
Jeff O'Neill
John Robinson
Jeff Segarra
John Scott Smith

Community Preservation Commission

Mark Cerel
Tom Emero
Matthew Hayes
Ellen Hillery
Gene Liscombe
Debi Rossi
David Travalini
James Wieler
Tina Wright

Conservation Commission

David Blackwell
Dayna Gill
Ken McKay
Margery Queenan
Scott Salvucci
David Travalini
Brian Snow

Constables

Gary Eklund
William Pride
Paul Trufant



Boards, Commissions and Committees (Continued)

Council on Aging

Mary Anderson
William Caton
John Clark
Veronica Clark
Paul DeSimone
Siri Krishna Khalsa
Judy Lane
Ronald Lane
Grace Rossetti
Charlene Tingley
Mary Lou Staples

Design Review Committee

Matthew Buckley
Jessica Chabot
Dan Connolly
Tom Gay
Seth Kendall
Rachel Wolff Lander
Rachel Walsh

Economic Development Committee

Deanna Kaiser Doughty
Jennifer Kendall
Zachary Knowlton
Keith Peden
Anthony Varrichione
Paul Yorkis

Evaluation of Parks, Fields and Recreation Areas Committee

David Blackwell
Lyle Core
Richard D’Innocenzo
Michael Francis
Ellen Hillery
Karin MacLeod
Cathy Morgan
Rob Pearl
Debi Rossi
Michael Schrader
David Travalini
Mike Tudino

Finance Committee

Todd Alessandri
Rohith Ashok
Dan Doherty
Ellen Hillery
Jeff O’Neill
Frank Rossi
Michael Schrader
Susan Segarra
James Sullivan

Historical Commission

Bruce Hamblin
Cheryl Hamilton
Kathleen Hickey
Jeanne Johnson
Eugene Liscombe
Paul Russell

Medway Christmas Parade Committee

Scott Guyette
Richard Parrella
Allen Tingley
Susan Tingley

Medway Cultural Council

Carla Cataldo
Gail Hachenberg
Melissa Kelley
Jennifer Kendall
Winnie Nayak
Karyl Wong



Boards, Commissions and Committees (Continued)

Medway Housing Authority

James Coyle
Robert Ferrari
Hayley Fetrow
Michael Matondi
Rita Larrabee
Carl Rice
Sheila Souza

Medway Pride Day Committee

Shannon Hodge
Jennifer Pavlov
Sarah Stone

Memorial Committee

Peter Ciolek
Douglas Downing
John Larney
Michael Matondi
Richard Parrella
William Pride
Robert Salesk
Allen Tingley
Paul Trufant
Gordon White

Open Space Committee

Brian Cowen
Michael Francis
Bruce Hamblin
Denise Legee
Charlie Ross
James Wickis
Joanne Williams
Tina Wright

Route 109 Advisory Committee

Matthew Buckley
Dennis Crowley
Dan Hooper
Maryjane White
Paul Yorkis

Thayer Property Governance Committee

Dennis Crowley
John Foresto
Carl Rice

Town-Wide Energy Committee

Carey Bergeron
Lawrence Ellsworth
Kristen Rice
Alex Siekierski

Zoning Board of Appeals

Carol Gould
Christina Oster
Gibb Phenegar
Rori Stumpf
Brain White

MEETING SCHEDULE

Annual Town Election	May 15, 2018	
Annual Town Meeting	May 21, 2018	
Fall Town Meeting	November 19, 2018	
Affordable Housing Committee	4 th Wednesday of each month – 7:00PM/Senior Center	
Affordable Housing Trust	4 th Wednesday of each month – 7:00PM/Senior Center	
Agricultural Committee	Monthly – Wednesdays (dates vary) – 7:30PM/Library	
Board of Assessors	Dates/Times vary – Assessors Office	
Board of Health	2 nd and 4 th Monday of each month – 7:00PM/Library	
Board of Selectmen	1 st and 3 rd Monday of each month – 7:00/Sanford Hall	
Capital Improvement Planning Committee	2 nd and 4 th Tuesday of each month – 7:00PM/Senior Center	
Cemetery Commission	Dates/Times vary	
Community Preservation Committee	1 st Monday of each month – 7:30PM/High School Library	
Conservation Commission	2 nd and 4 th Thursday of each month – 7:30PM/Sanford Hall	
Council on Aging	2 nd Tuesday of each month – 2:00PM/Senior Center	
Cultural Council	1 st Tuesday every other month – 7:00PM/Library	
Design Review Committee	1 st and 3 rd Monday of each month – 7:00PM/Library	
Economic Development Committee	1 st Tuesday of each month – 7:00PM/Senior Center	
Finance Committee	2 nd Wednesday of each month – 7:00PM/Sanford Hall	
Historical Commission	1 st Wednesday of each month – 7:30PM/Senior Center	
Housing Authority	As posted – Management Office, Mahan Circle	
Library Board of Trustees	1 st Tuesday of each month – 7:00PM/Library	
Open Space Committee	1 st Tuesday of each month – 7:00PM/Senior Center	
Parks and Recreation Commission	Last Wednesday of each month – 6:30/Sanford Hall	
Planning and Economic Development Board	2 nd and 4 th Tuesday of each month – 7:00PM/Sanford Hall	
School Committee	1 st and 3 rd Thursday of each month – 7:00PM/Middle School	
Town-wide Energy Committee	3 rd Wednesday of each month – 7:30PM/Library	
Water and Sewer Commission	Monthly - Mondays (dates vary) – 5:00PM/DPS Office	
Zoning Board of Appeals	1 st and 3 rd Wednesday of each month – 7:30PM/Sanford Hall	

** Note these are general meeting guidelines subject to change – additional/canceled meetings, alternative times and locations.



Appointed Officers

Finance Director

Carol Pratt

Town Administrator

Michael Boynton

Assistant Town Administrator

Allison Potter

Animal Control Officer

Brenda Hamelin

Assessor

Donna Greenwood

Communications Director

Sandy Johnston

Community & Economic Development Director

Barbara Saint André

Community Housing Coordinator

J. Douglas Havens

Conservation Agent

Bridget Graziano

Council on Aging Director

Courtney Riley

Department of Public Services Director

David D'Amico

Emergency Management Director

Chief Allen M. Tingley

Fence Viewer

Allen Tingley

Fire Chief

Jeffrey Lynch

Health Agent

Beth Hallal

Human Resources Coordinator

Katherine Bird

Information Technology Director

Richard Boucher

Inspector of Buildings/ Zoning Enforcement Officer

John Mee

Labor Counsel

Kevin Feeley, Jr

On-Call Building Inspector

John Naff

Planning Coordinator

Susan Affleck Childs

Plumbing/Gas Inspector

James Coakley

Associate Plumbing/Associate Gas Inspector

Gerard Smolinsky

Police Chief

Allen Tingley

Representatives to Charles River Pollution Control District

Douglas Downing

Representative to Metropolitan Area Planning Council

Barbara Saint André

Representatives to SWAP

Richard Di Iulio



Appointed Officers (Continued)

Representative to Tri-County Vocational School

Linda Reynolds

Sealer of Weights & Measures

W. James Allshouse

Selectmen's Representative to GATRA

Maryjane White

Selectmen's Representative to MBTA

Advisory Board

Richard D'Innocenzo

Selectmen's Representative to Norfolk

County Advisory Board

Michael Boynton

Selectmen's Representative to SWAP

Glenn Trindade

Selectmen's Rep. to Tri-County Vocational School

Glenn Trindade

Town Counsel

KP Law, P.C.

Treasurer -Collector

Joanne Russo

Tree Warden/Moth Agent

Rolf Briggs

Veterans Agent

Sarah Bateman

Wiring Inspector

Jennifer Sweet

Ryan Leary

Dennis Ceruti



Public Safety

Animal Control Officer

Brenda Hamelin

Emergency Management Director

Allen Tingley

Fire Chief

*Jeffrey Lynch

Deputy Fire Chief

Chief Tingley

Deputy Fire Chief/EMT

*Michael Fasolino

Logistics Officer

James Smith

Chaplain

Richard Marcoux

Firefighter/EMTs/EMT-Paramedics

Lt. Matthew Anzivino

*Capt. Thomas Irwin

*Capt. Craig Vinton

Lt. Robert O'Neill

*Lt. Brian Tracy

*Tim Benoit

*Austin Boyt

*Steven Brody

Jared Davis

*Paul Donovan

*John Eaton

*Shawn Foster

*James Kaufman

Kevin Kelly

*David Leavenworth

*Jack Lennon

Kyle Mitchell

*Kevin Moreau

Christopher Nudd

*Christopher Stygles

Lisa Thompson

*Jeffery Ward

**Denotes full-time*

Firefighters

Lt. Michael Leland

Lt. Peter Trufant

John Ryder

William Scherer

Jason Vinton

EMTs

Michael Heavey

Station One

Capt./EMT - Thomas Irwin*

Lt./EMT Robert O'Neill

Station Two

Lt. Michael Leland

Safety Officer/EMT Joseph MacDougall

Emergency Medical Services

*David Leavenworth – Coordinator

*Christopher Stygles – Assistant Coordinator

Administrative Assistant

Natalie Lennon

Health Agent

Beth Hallal

Inspector of Buildings/ Zoning Enforcement Officer

John Mee

On-Call Building Inspector

John Naff

Plumbing/Gas Inspector

James Coakley

Associate Plumbing/Associate Gas Inspector

Gerard Smolinsky

Wiring Inspector

Jeffrey Hovey

Police Chief

Allen Tingley

Police Lieutenants

William Kingsbury

David McSweeney

Police Sergeants

Jason Brennan

John Meincke

Stephen Mitchell

Jeffrey Watson

Detective

Matthew Reardon

Police Officers

Meghan Casey

William Freitas

Peter Fasolino

John Fasparrini

Thomas Godino

Derek Harrington

Joseph MacDougall

John McLaughlin

Paul McLaughlin

David McRoberts (Retired)

Anthony Nigro

Ryan Ober

Robert O'Neill, Jr.

John Rojee

Carl Sheppard

Richard Simard, II (Retired)

Lauren Swarthout

William White

Police/Fire Communications Officers

Nicole Connors

Nick Saletnick

Ryan Kahn*

Ryan Kingsbury

Ben Leazott

Kevin Ober*

**Denotes part-time or as-needed*

Permanent Intermittent Police Officer

Thomas Hamano

Special Police Officers

William Boultonhouse

James Boyan

Kevin Brennan

Cheryl Goodspeed

Donald Grimes

Thomas Hammano

Michael Heavey

David Lambirth

Richard Malo

Andrew Mahan

Frederick Paulette

Robert Rojee

Jerry Tracy

Barbara Trufant

Permanent Intermittent Police Officers

Thomas Hamano

School Traffic Crossing Guards

Cheryl Goodspeed

Deborah Lavallo

Gale Wilcox

Matrons

Cheryl Goodspeed

Judi LaPan

Gale Wilcox

Administrative Assistant

Erin Sullivan



Town Employees

Accounting

Carol Pratt, Finance Director
Pamela Champagne, Assistant Town Accountant
Natalie Tocco, Accounting Assistant

Assessor

Donna Greenwood, Principal Assessor
Jill Karakeian, Assistant Assessor
Terri Balabanis, Administrative Assessing Asst.

Communications

Sandy Johnston, Director

Community & Economic Development Doug Havens, Community Housing Coordinator

Conservation

Bridget Graziano, Conservation Agent

Council on Aging

Courtney Riley, Director
Katherine Tonelli, Nurse
Kathy Bullock, Trips/Arts& Crafts
Kate Fennyery, Outreach
Marcia Lombardo, Outreach
Judy Notturmo, Driver/Volunteer Coordinator
Kimberly Cookson, Transportation Coordinator
Deb GrandPre, Van Driver, Ron GrandPre, Van Driver, Dave Houghton, Van Driver,
Nancy Kramer, Bus Driver
Barbara Vincent, Chef

Department of Public Services

David D'Amico, Director
Peter Pelletier, Deputy Director
Judi LaPan, Program Administrator
Kelly Millette, Administrative Assistant
Julie Sampson, Administrative Assistant
Robert McGee, Project Manager
Stephanie Carlisle, Compliance Coordinator

Department of Public Services (Continued)

Jack Tucker, Highway Superintendent
Rich Kernan, Assistant Superintendent, Highway
Steve Carew, Parks Superintendent
Daryl Blethen, Assistant Parks Superintendent
Nolan Lynch, Supervisor, Parks
Jason Beksha, Parks, Heavy Equipment Operator
Trevor Albury, Parks, Heavy Equipment Operator
Felipe Oliveira, Parks, Heavy Equipment Operator
Jason Miller, Parks, Heavy Equipment Operator
Rick Nickerson, Principal Fleet Technician
Vacant, Fleet Technician
David Malmberg, Highway, Heavy Equipment Operator
Bill Scherer, Right-Of-Way Maintenance Supervisor
Tom Blangeard, Highway, Heavy Equipment Operator
Ken Semergian, Highway, Heavy Equipment Operator
Ken Ogilvie, Highway, Heavy Equipment Operator
Chad Chapin, Highway, Heavy Equipment Operator
Barry Smith, Water/Sewer, Superintendent Jeffrey Roach, Assistant Water/Sewer Superintendent
Ryan Fuer, Water/Sewer Systems Operator
Mike Ellis, Water/Sewer Systems Operator Curtis Leduc, Water/Sewer Systems Operator Mark
Leonardo, Water/Sewer Systems Operator Paul Morris, Water/Sewer Systems Operator Don Cooper,
Water/Sewer Systems Operator
Kyle Mee, Building Maintenance Assistant Trades Technician
Michael Legendre, Building Maintenance Trades Technician
Patrick Grassey, Recycling Center Operator
Richard Dennis, Recycling Center Operator

Health

Beth Hallal, Health Agent

Human Resources

Katherine Bird, Coordinator

Information Service

Richard Boucher, Director
Sean Peplinski, Network Engineer
Matthew Cerqua, Database Administrator
Jesse Cordeiro, Technology Specialist
Benjamin Demers, Technology Specialist
Fran Hutton-Lee, GIS Coordinator
Kevin Lessard, Technology Specialist

Library

Margaret Perkins, MLS, Director
Lucy Anderson, Children's/Young Adult Librarian
Katherine Buday, Technical Services Librarian
Lorie Brownell, Library Assistant II
Susan Allison, Library Assistant I
Paula Labella Belanger, Library Assistant I
Sandra Dobday, Library Assistant I
Diane Busa, Makerspace Coordinator
Lauren Guagenty, Substitute Library Assistant
Laura Kurzontkowski, Substitute Library Assistant
Eileen Yates, Substitute Library Assistant
Wendy Rowe, Substitute Library Assistant
Andrew Busa, Community Area Steward

Parks & Recreation

Julie Harrington, Director

Planning & Economic Development

Susan Affleck-Childs, Planning Coordinator

Town Administrator/Selectmen

Michael Boynton, Town Administrator Allison
Potter, Assistant Town Administrator
Liz Langley, Administrative Assistant

Town Clerk

Maryjane White, Town Clerk
Charlene Tingley, Assistant Town Clerk

Treasurer/Collector

Joanne Russo, Treasurer/Collector
Laurie Walker, Assistant Treasurer/Collector
Marie Shutt, Assistant Collector
Carol Hladick, Payroll Administrator

Veterans Services

Sarah Bateman, Veterans Director, MetroWest Veterans Services District

REPORT OF THE BOARD OF ASSESSORS

General Scope and Function

The Department of the Board of Assessors is comprised of three volunteer appointed Medway citizens, and three full time staff employees: Principal Assessor, Deputy Assessor, and Administrative Assessing Assistant.

The Office of the Board of Assessors is a value-based department. The Assessors are primarily responsible for determining the full and fair cash value of all real and personal property within the municipality.

Other duties of the Assessors include: administer motor vehicle excise tax, compile and submit the annual Tax Rate Recapitulation to the Department of Revenue, abate/exempt/ or defer taxes, defend established values on abatement applications and at Appellate Tax Board hearings, maintain tax assessment maps, and oversee the town's overlay reserve account (an account established to fund abatements, exemptions, and unpaid taxes for the respective fiscal year).

Tax law intends for each taxpayer to pay an equitable share of the tax burden in proportion to the value of the property or asset. This is known as *ad valorem* tax, or according to value tax. It is important to note that Assessors do not raise or lower taxes, nor do the Assessors set rate of taxation (tax rate). These determinations are made with the assistance of assessment values, but are decisions made outside of the scope of the Assessing Department.

Fiscal Year 2019 – Interim Year

Fiscal year 2019 was an Interim year for the Town of Medway. This type of town valuation occurs for four years in between the fifth year certification for each municipality in the Commonwealth of Massachusetts. Assessors review the market information and adjust values accordingly. The assessment date for all property in Medway was January 1, 2018 for Fiscal Year 2019.*

*(with the exception of properties that have current permits, the date of assessment was June 30, 2018 per locally adopted article, Chapter 653, s 40, acts of 1989)

- Residential properties are generally valued and adjusted based upon market sales that occurred in calendar year 2017.
- Commercial and industrial properties are generally valued and adjusted based upon the following: market rental income, market rental expense, market vacancy rates and area income capitalization rates.
- Personal property is generally valued and adjusted based upon: asset description, condition, replacement cost new, year purchased and asset depreciation schedules.

Tax Rate Summary

The total amount to be raised through taxation (tax levy) is calculated after all other sources of revenue and total expenses for the town are known. The levy for fiscal year 2019 was \$39,481,964.33. Listed below is the percentage of the tax levy by property classification. The Department of Revenue approved a Tax Rate of \$16.97 per 1000 of value.

CLASSIFICATION	VALUATION	TAX DOLLARS	LEVY PERCENT
CLASS 1 - Residential	1,764,042,609.00	\$29,935,803.07	75.82%
CLASS 2 – Open Space	0	0	0.00%
CLASS 3 – Commercial	83,222,578.00	\$1,412,287.15	3.58%
CLASS 4 – Industrial	297,144,582.00	\$5,042,543.56	12.77%
CLASS5 – Personal Property	182,164,440.00	\$3,091,330.55	7.83%
TOTAL	2,326,574,209.00	\$39,481,964.33	100.00%

Note: The total dollar amount needed to meet town spending was \$67,530,578.33 for FY2019. The tax levy portion is \$39,481,964.33 or 58%. The other 42% of the amount needed is obtained through state reimbursements and distributions, local receipts, free cash, and other revenue sources.

Summary

The real estate market in Medway for the most part, saw an increase in values. Residential values had an overall increase of 5.0%, condominiums increase approximately 17% and commercial and industrial properties increase 348% mainly due to the expansion of the Exelon property along with new Industrial lots on Trotter Drive and new industrial buildings on both Marc Drive and Trotter Drive. Vacancy rates continue to decline as the market conditions continue to improve.

A public hearing was held on November 26, 2018 in which the Board of Selectman chose to tax all classes of property at the same rate, also known as a single rate or a factor of one.

Property values, tax assessment maps, and FAQ's relating to various functions of the assessing department can be found on the town website (www.townofmedway.org) Please feel free to call, email, or visit the office if you have any questions regarding your property value or the assessment process in general.

I would like to thank the Board of Selectmen, Town Administrator, and members of the Board of Assessors for their assistance and support during fiscal year 2019.

Respectfully submitted,

Donna Greenwood, MAA
Principal Assessor

REPORT OF THE TREASURER/COLLECTOR

The annual report for the fiscal year ending June 30, 2018 is hereby submitted showing the collections and debt activity for the year.

2018 Collections

Real estate tax collection at 97.9 of budget, motor vehicle excise tax at 127.1% of budget and penalty & Interest on Taxes was 250.0% of budget.

The real estate and property tax collections were at the normal benchmark collection rate of 99% for a total of \$34.7M.

In FY 2018, we had collections of \$2.1 million in MVE tax which was on par with previous fiscal years.

I would like to extend a special thank you to the staff, Laurie Walker, Assistant Treasurer/Collector, Marie Shutt, Assistant Collector and Carol Hladick, Payroll Administrator. I am grateful for their support and assistance they have given to the residents and employees over this past year.

Respectfully submitted,

Joanne M. Russo
Treasurer/Collector

Long-Term Debt

The Town continues to maintain a debt level of not greater than 10% in accordance with the fiscal policies adopted in Fiscal 2007 by the Board of Selectmen. Debt level is one important indicator of the Town's fiscal management. This is one of the financial indicators that is also used by the bond rating agencies.

TOWN OF MEDWAY BONDS (LONG-TERM DEBT)				
DATE BORROWED	PURPOSE OF BORROWING	MATURITY DATE	BALANCE AS OF 6/30/18	INTEREST COST
04/13/17	SEPTIC REPAIRS	1/15/2037	190,144	0.00%
09/15/16	MULTIPURPOSE GOB	9/15/2026	2,540,000	1.21%
2/11/2016	MCWT GOB	1/15/2036	1,269,896	2.00%
3/15/15	MULTIPURPOSE GOB	3/15/2029	3,770,000	2.02%
1/7/15	MCWT GOB	7/15/2035	1,314,951	2.00%
5/15/13	MULTIPURPOSE GOB	5/15/2033	4,675,000	2.22%
9/15/12	MULTIPURPOSE GOB	9/15/2032	3,550,000	1.98%
2/15/12	MULTIPURPOSE GOB	2/15/2032	5,415,000	2.02%
8/15/10	MULTIPURPOSE GOB	8/15/2029	3,895,000	2.43%
10/15/09	MULTIPURPOSE GOB	10/15/2029	2,770,000	2.92%
11/15/06	MULTIPURPOSE GOB	11/25/2025	4,780,000	4.00%
8/1/04	SEPTIC REPAIRS	8/1/2023	21,834	5.01%
4/15/03	MULTIPURPOSE GOB	4/15/2022	675,000	3.73%
10/25/00	SEPTIC REPAIRS	8/1/2018	6,655	4.97%
TOTAL LONG TERM DEBT: \$34,873,480				
WEIGHTED AVERAGE INTEREST RATE: 2.31%				

TREASURER REPORT

General Fund	25,743,458.61
Treasurer/Collector	415,285.37
MMDT Trust	58,873.67
Payroll	0.00
Vendor	.01
CPA	3,617,450.67
Economic Redevelopment	73,978.36
Police Law Enforcement	88,645.69
Planning Review	169,247.09
Planning Observation	72,689.94
Stabilization Funds *	5,045,644.07
Scholarships	950,750.66
Performance Bonds	194,413.46
Student Activity	180,748.02
School Lunch	121,191.50
Education Fund	3,976.46
Library Trust	136,377.40
Cemetery Trust	11,113.95
Art & Lottery	4,422.64
Elderly Disabled Fund	788.61
Christmas Parade	18,368.33
Affordable Housing	149,795.92
Conservation Commission	8,780.30
Conservation Fund	103,533.59
OPEB Trust	554,751.53
Pride Day	20,992.32
Family Day	999.52
TOTAL CASH 06/30/2016	37,746,277.69

*STABILIZATION BY ACCOUNT

CAPITAL STABILIZATION \$345,479.34
 SEWER STABILIZATION \$275,137.74
 ESCO STABILIZATION \$9,670.37
 DPS STABILIZATION \$509,621.61
 ATHLETIC STABILIZATION \$226,214.32
 DEBT STABILIZATION \$450,342.16
 GENERAL STABILIZATION \$3,229,178.53

REPORT OF THE FINANCE DIRECTOR/TOWN ACCOUNTANT

The role of the Office of the Town Accountant is to ensure that the appropriate financial and auditing controls are maintained in an efficient, cost-effective and responsive manner. The office oversees all departmental appropriations, ensuring that departments operate within their annual budget. All

receipts received by the town are reviewed as well, to ensure all funds are applied correctly. In addition, the office is responsible for maintaining all financial records, and ensuring that they are compliant with federal, state and local laws and regulations.

Sound fiscal practices and policies led the Town to its eighth consecutive year without a Management Letter from the auditors, Melanson Heath. This means that during the annual audit, the auditors found no reportable conditions. This is a strong indication of Medway's fiscal stability and strength.

Overall revenue collections for FY 2018 were 106.4% of the revenue budget and expenses were 97% of the expense budget. These numbers point to the strong efforts made to collect revenue and to control expense. As a result, the General Fund realized \$4.9M in free cash. Of this amount, \$1.7M were Host Community Agreement payments from Exelon West Medway II, LLC. The Exelon payments were used to establish a debt stabilization account, which will be used to reduce debt costs in future years. The \$4.9M in free cash, along with Medway's stabilization funds, combine to give Medway a very healthy reserve percentage of 21.3% of the annual budget for FY2018. This exceeds the target percentage that is used to evaluate municipal financial statements.

After many years of hard work, consistently strong financial direction and leadership, the Town received a bond rating of AAA from Standard and Poor's on May 15th, 2017. Medway is one of 61 communities in the State to have achieved this rating from S&P. S&P Global stated in their most recent press release that the rating reflects their opinion of Medway's very strong economy, strong management with good financial policies and practices, very strong budgetary performance and flexibility, very strong liquidity, and very strong debt and contingent liability position. The Medway Financial Team and the Board of Selectmen are very proud of this achievement, which will result in a reduction in the interest rate charged to the Town when borrowing for capital projects.

At the 2018 Annual Town Meeting, the Town voted to designate \$100k from the receipts received from the local meals tax to the OPEB (Other Post-Employment Benefits) Trust account. This demonstrates the financial commitment that the Town has made to address this liability in a responsible manner. The balance of the OPEB Trust account at the close of the fiscal year was \$554,752.

Included is the combined Balance Sheet for All Funds Types and Groups, and a Combined Statement of Changes in Revenues, Expenditures and Fund Balances as of June 30, 2018.

The full set of financial statements are available on the Town of Medway's website, or by requesting them from the Accounting Office.

I wish to thank the members of the Finance Team for their invaluable help throughout the year. Thank you as well to the Board of Selectmen and the citizens of Medway. It is a privilege to serve in this community.

Respectfully submitted,

Carol Pratt, Finance Director/Town Accountant

Town of Medway, Massachusetts
GOVERNMENTAL FUNDS - BALANCE SHEET
FOR FISCAL YEAR END JUNE 30, 2018

	General	Community Preservation	<u>Parks Capital Project Fund</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
ASSETS					
Cash and short-term investments	\$18,874,052	\$3,617,617	\$3,675,057	\$6,547,463	\$32,714,189
Receivables:					
Property taxes	3,054,488				\$3,054,488
Excises	175,741				\$175,741
Departmental and other	2,623	10,362		95,962	\$108,947
Intergovernmental	24,000			189,180	\$213,180
TOTAL ASSETS	\$22,130,904	\$3,627,979	\$3,675,057	\$6,832,605	\$36,266,545
LIABILITIES AND FUND BALANCES					
Liabilities:					
Warrants payable	\$605,916	\$9,086	\$463,595	\$222,406	\$1,301,003
Accrued liabilities	2,162,428			149,875	\$2,312,303
Notes payable			2,800,000	1,810,000	\$4,610,000
Tax refunds payable	10,574				\$10,574
Other liabilities	235,882				\$235,882
TOTAL LIABILITIES	3,014,800	9,086	3,263,595	2,182,281	8,469,762
DEFERRED INFLOWS of RESOURCES	3,113,962	10,361		95,960	3,220,283
Fund Balances:					
Nonspendable				110,869	\$110,869
Restricted			411,462	5,078,918	\$5,490,380
Committed	2,236,312	3,608,532			\$5,844,844
Assigned	3,090,792				\$3,090,792
Unassigned	10,675,038			(635,423)	\$10,039,615
TOTAL FUND BALANCES	16,002,142	3,608,532	411,462	4,554,364	24,576,500
TOTAL LIABILITIES AND FUND BALANCES	\$22,130,904	\$3,627,979	\$3,675,057	\$6,832,605	\$36,266,545

Town of Medway, Massachusetts
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
FOR FISCAL YEAR END JUNE 30, 2018

	<u>General</u>	<u>Community Preservation</u>	<u>Parks Capital Project Fund</u>	<u>Nonmajor Goven Funds</u>	<u>Total Govern Funds</u>
REVENUES					
Property taxes	\$35,051,012	\$730,409			\$35,781,421
Excises	2,097,806				\$2,097,806
Penalties, interest and other taxes	580,863				\$580,863
Charges for services				2,916,329	\$2,916,329
Intergovernmental	14,911,173	165,740		2,997,344	\$18,074,257
Licenses and permits	1,433,283				\$1,433,283
Fines and forfeitures	32,078				\$32,078
Investment income	195,973	54,506		5,331	\$255,810
Miscellaneous	1,843,669			1,120,953	2,964,622
TOTAL REVENUES	56,145,857	950,655		7,039,957	64,136,469
EXPENDITURES					
Current:					
General government	3,165,759			958,257	4,124,016
Public safety	4,645,962			305,385	4,951,347
Education	30,398,349			5,200,358	35,598,707
Public works	3,296,162			394,930	3,691,092
Health and human services	438,270			183,293	621,563
Culture and recreation	459,417	923,678	1,588,538	894,273	3,865,906
Employee benefits	7,791,732				7,791,732
Debt service	2,897,801	463,475		20,350	3,381,626
Intergovernmental	698,381				698,381
TOTAL EXPENDITURES	53,791,833	1,387,153	1,588,538	7,956,846	64,724,370
Excess (deficiency) of revenues over expenditures	2,354,024	(436,498)	(1,588,538)	(916,889)	(587,901)
OTHER FINANCING SOURCES (USES)					
Transfers in	1,446,124		2,000,000	294,664	3,740,788
Transfers out	(774,119)	(2,032,944)		(327,336)	(3,134,399)
TOTAL OTHER FINANCING SOURCES	672,005	(2,032,944)	2,000,000	(32,672)	606,389
Excess (deficiency) of revenues and other sources over expenditures and other uses	3,026,029	(2,469,442)	411,462	(949,561)	18,488
FUND EQUITY, at Beginning of Year	12,976,113	6,077,974		5,503,925	24,558,012
FUND EQUITY, at End of Year	16,002,142	3,608,532	411,462	4,554,364	24,576,500

REPORT OF THE INFORMATION SERVICES DEPARTMENT

The Town of Medway continues to fund improvements in infrastructure, applications, and end user equipment. The continued support of these systems is critical to maintaining inter-departmental communications and efficient workflows for all departments.

A few accomplishments within Fiscal 2019 include:

- Expansion of 1:1 mobile devices for 8th to 12th grade to support the curriculum goals
- Lifecycle replacement of desktop computers, projection systems, and network components
- Upgrade the Building Department online permitting system.
- Implementation of a digital document management system.
- Upgrade of the audio and video systems of the high School Auditorium.
- Implementation of a visitor tracking system to the Recycling Center.
- Expansion of our GIS/GPS Map Layer accuracy.

Fiscal 2020 will continue to focus on our primary goals of supporting all department's efficient workflows, increasing information transparency to our community, and expanding the 1:1 mobile device access to support the education of our students. The technology plan is a fluid mechanism used to provide guidance year to year and project future needs for up to five years, the total plan for FY20 is as follows:

- Support the Chromebook Initiative in all schools (\$140k)
- Upgrade the High School network infrastructure (\$40k)
- Replace approx. 75 iPads 5+ years old at Memorial/McGovern (\$25k)
- Replace approx. 50 desktop/laptop units over 5+ years old (break fix upgrade) (\$30k)
- Replace Existing Projection systems in the MS/Mem schools as needed (\$240k)
 - Replacement will be handled on a break/fix schedule.
- Upgrade MS Auditorium Projection System (\$25k)
- Implement a cloud based solution [O365] for Town wide email and data storage to increase efficiencies, provide a collaborative space for all department boards and committees, and enable disaster recovery options not currently built into the data infrastructure. (\$50k)

Respectfully submitted,

Richard Boucher

Director of Information Services

**TOWN OF MEDWAY
WARRANT FOR MARCH 19, 2018
SPECIAL TOWN MEETING**

NORFOLK ss:

To either of the Constables of the Town of Medway

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of said Town who are qualified to vote in Town affairs to meet at the Medway High School Auditorium, 88 Summer Street, on Monday, March 19, 2018 at 7:00 PM, then and there to act on the following articles:

Meeting was called to order at 7:00 PM by Mark Cerel Moderator

ARTICLE 1: (Enterprise Fund Transfer: Water System Improvements)

To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds in the Water Enterprise Fund or other available funds the sum of \$50,000 for Fiscal Year 2018 for the purpose of funding water system improvements including associated engineering, personnel, maintenance, and legal services costs, or act in any manner related thereto.

WATER AND SEWER COMMISSIONERS

VV

(Unanimous)

ARTICLE 2: (Accept Gift of Land and Fund Related Acquisition Costs)

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift or purchase and to accept the deed to the Town of a fee simple interest in all or a portion of parcels of land located in what is known as the Oak Grove Redevelopment Area in Medway, Norfolk County, MA, identified on the Town of Medway Assessors Map X, Parcel 99-305-0000, containing 0.14 acres more or less, and Map X Parcel 99-400-0000, containing 0.1 acres more or less, which land is now owned by the heirs of Stella C. Paige, upon such terms and conditions as the Board of Selectmen shall determine to be appropriate, to be used for general municipal purposes, and to transfer the sum of \$1,500 from Certified Free Cash to pay costs incidental and related thereto, or act in any manner

BOARD OF SELECTMEN

ARTICLE 2 VOTED:(Accept Gift of Land and Fund Related Acquisition Costs)

to authorize the Board of Selectmen to acquire by gift and to accept the deed to the Town of a fee simple interest in all or a portion of parcels of land located in what is known as the Oak Grove Redevelopment Area in Medway, Norfolk County, MA, identified on the Town of Medway Assessors Map as, Parcel 99-305-0000, containing 0.14 acres more or less, and Parcel 99-400-0000, containing 0.1 acres more or less, which land is now owned by the heirs of Stella C. Paige, upon such terms and conditions as the Board of Selectmen shall determine to be appropriate, to be used for general municipal purposes, and to transfer the sum of \$1,500 from Certified Free Cash to pay costs incidental and related thereto.

VV

(Unanimous) 28

ARTICLE 3: (Amend Zoning Bylaw: Recreational Marijuana)

To see if the town will vote to amend its Zoning Bylaw as follows:

Amend SECTION 2, Definitions, by adding the following definitions:

Marijuana Retailer: An entity licensed to purchase and deliver marijuana and marijuana products from marijuana establishments and to deliver, sell or otherwise transfer marijuana and marijuana products to marijuana establishments and to consumers.

Marijuana Establishment: A marijuana independent testing laboratory, marijuana product manufacturer, or marijuana cultivator, all as defined in General Laws chapter 94G, §1, but not including Marijuana Retailers.

Amend Section 5.4, Schedule of Uses, by adding the following underlined text to Table 1 – Schedule of Uses under Business Uses and Industrial Uses as shown:

Zoning District

AR-I AR-II VR CB VC NC BI EI ER WI

BUSINESS USES

<u>Marijuana Retailer</u>	N	N	N	N	N	N	N	N	N	N	N
---------------------------	---	---	---	---	---	---	---	---	---	---	---

INDUSTRIAL USES

<u>Marijuana Establishment</u>	N	N	N	N	N	N	N	PB	PB	N	PB
--------------------------------	---	---	---	---	---	---	---	----	----	---	----

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

2/3 MAJORITY

ARTICLE 4: (Amend Zoning Bylaw: Medical Marijuana)

To see if the Town will vote to amend the Zoning Bylaw, Section 8.9 Registered Marijuana Dispensary (medical marijuana) by modifying item 5. i. in Paragraph E. General Requirements as follows:

5. No RMD (Registered Marijuana Dispensary) shall be located on a lot within 500 linear feet of any lot with the following:

- i. Registered Marijuana Dispensary **that sells, distributes, dispenses or administers marijuana, products containing marijuana, or related supplies to qualifying patients or personal caregivers.**

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

2/3 MAJORITY

Meeting adjourned at 7:25 PM

**TOWN OF MEDWAY
WARRANT FOR MAY 21, 2018
ANNUAL TOWN MEETING**

NORFOLK ss:

To either of the Constables of the Town of Medway

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of said Town who are qualified to vote in Town affairs to meet at the **Medway High School, 88 Summer Street**, on **Monday, May 21, 2018** at 7:30 PM, then and there to act on the following articles:

The meeting was called to order at 7:30Pm by Mark Cerel, Moderator. A quorum being present

ARTICLE 1: (ESCO Stabilization Reserve Transfer)

To see if the Town will vote to transfer the sum of \$9,655 from the ESCO Stabilization Fund to the Fiscal Year 2019 Debt Service expense account for the purpose of funding ESCO related debt service, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: to transfer \$9,655 from the ESCO Stabilization Fund to the Fiscal Year 2019 Debt Service expense account for the purpose of funding ESCO related debt service.

VV

(Unanimous)

ARTICLE 2: (Debt Stabilization Fund Transfer)

To see if the Town will vote to transfer the sum of \$450,000 from the Debt Stabilization Fund to the Fiscal Year 2019 Debt Service expense account for the purpose of offsetting a portion of debt exclusion projects, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: to transfer the sum of \$450,000 from the Debt Stabilization Fund to the Fiscal Year 2019 Debt Service expense account for the purpose of offsetting a portion of debt exclusion projects.

VV

(Unanimous)

ARTICLE 3: (Appropriation: FY19 Operating Budget)

To see if the Town will vote to fix the salary and compensation of all elected officers of the Town, provide for a Reserve Fund, and determine what sums of money the Town will raise and appropriate, including appropriation from available funds, to defray charges and expenses of the Town including debt and interest,

for the Fiscal Year ending June 30, 2019, or act in any manner relating thereto.

VOTED: to raise and appropriate for the Fiscal Year ending June 30, 2019, the amount of \$55,043,185 for the specific departments and purposes designated in the budget supplement dated May 14, 2018 and distributed to Town Meeting this evening, and further, that the Town set the Town Clerk's salary at \$88,721, with an additional \$1,000 for maintaining the annual town clerk certification as provided for in General Laws Chapter 41, Section 19K. OMNIBUS ATTACHED

BOARD OF SELECTMEN

VV

(Unanimous)

ARTICLE 4: (Appropriation: FY19 Water Enterprise Fund)

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$2,826,692 for the maintenance of the Water Department Enterprise Fund as follows, or act in any manner relating thereto.

Direct Costs

	Amount
Salaries	\$ 697,206
Expenses	650,450
Debt	1,173,020
Direct Costs Total	\$ 2,520,676

Indirect Costs

Indirect costs consisting of health insurance, workers' compensation, Medicare, liability insurance, administrative and operational services.

Indirect Costs Total	\$306,016
-----------------------------	------------------

Total	\$2,826,692
--------------	--------------------

And further that the above listed appropriations be funded as follows:

Fees for Service [User Fees]	\$2,826,692
Total	\$2,826,692

WATER SEWER COMMISSION

VOTED: To appropriate the sum of \$2,826,692 for the maintenance of the Water Department Enterprise Fund as set forth in the warrant.

VV

(Unanimous)

ARTICLE 5: (Appropriation: FY19 Sewer Enterprise Fund)

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$1,851,076 for the maintenance of the Sewer Department Enterprise Fund as follows, or act in any manner relating thereto.

Direct Costs

	Amount
Salaries	\$ 253,171
Expenses	1,122,350
Debt	355,072
Direct Costs Total	\$1,730,593

Indirect Costs

Indirect costs consisting of health insurance, workers' compensation, Medicare, liability insurance, administrative and operational services.

Indirect Costs Total	\$120,483
-----------------------------	-----------

Total	\$1,851,076
--------------	--------------------

And further that the above listed appropriations be funded as follows:

Fees for Service [User Fees]	\$1,833,940
Sewer Betterment Stabilization	17,136
Total	\$1,851,076

WATER SEWER COMMISSION

VOTED: To appropriate the sum of \$1,851,076 for the maintenance of the Sewer Department Enterprise Fund as set forth in the warrant.

VV

(Unanimous)

ARTICLE 6: (Appropriation: FY19 Solid Waste Enterprise Fund)

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$1,212,561 to operate the Solid Waste/Recycling Department Enterprise Fund as follows, or act in any manner relating thereto.

Direct Costs

	Amount
Salaries	\$ 40,335
Expenses	1,138,550
Direct Costs Total	\$1,178,885

Indirect Costs

Indirect costs consisting of health insurance, workers' compensation, Medicare, liability insurance, administrative and operational services.

Indirect Costs Total	\$ 33,676
-----------------------------	------------------

Total	\$1,212,561
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And further that the above listed appropriations be funded as follows:

Trash Recycling Fees/Bag Revenues	\$1,212,561
Total	\$1,212,561

PUBLIC SERVICES DEPT.

VOTED: to appropriate the sum of \$1,212,561 to operate the Solid Waste/Recycling Department Enterprise Fund as set forth in the warrant.

VV

(Unanimous)

ARTICLE 7:

(Appropriation: FY19 Ambulance Enterprise

Fund)

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$825,706 to operate the Ambulance Enterprise Fund as follows, or act in any manner relating thereto.

Direct Costs

	Amount
Salaries	\$406,322
Expenses	204,100
Debt	65,000
Direct Costs Total	\$675,422

Indirect Costs

Indirect costs consisting of health insurance, workers' compensation, Medicare, liability insurance, administrative and operational services.

Indirect Costs Total	\$150,284
-----------------------------	------------------

Total	\$825,706
--------------	------------------

And further that the above listed appropriations be funded as follows:

General Fund Appropriation	\$150,000
Ambulance Retained Earnings	40,706
Insurance and Fees for Service	635,000
Total	\$825,706

FIRE DEPARTMENT

VOTED: to appropriate the sum of \$825,706 to operate the Ambulance Enterprise Fund as set forth in the warrant.

VV

(Unanimous)

ARTICLE 8:
Items)

(Free Cash Appropriation: Capital and Other

To see if the Town will vote to appropriate the sum of \$2,065,231 from Certified Free Cash for the purpose of funding the following capital and other items, including associated engineering, personnel, maintenance and legal service costs; said appropriations to be expended by June 30, 2019, with unexpended funds as of June 30, 2019 being returned to the General Fund, or act in any manner relating thereto.

Project	Department	Cost
Various Road and Sidewalk Repair	DPS	\$750,000
Replace Front End Loader	DPS	\$189,000
Replace Street Sweeper	DPS	\$290,000
Purchase Stander Mower	DPS	\$ 8,500
Replace 2 Trailers	DPS	\$ 8,000
Rescue Airbags Replacement	Fire	\$ 7,125
Radio Fire Box System	Fire	\$125,000
Replace Command Vehicle	Fire	\$63,000
Install Enhanced Station Alerting System	Fire	\$43,000
Technology Equipment	Info. Services	\$162,000
Upgrade High School Auditorium Systems	Info. Services	\$65,000
Generator Replacement	Fire	\$100,000
Taser Purchases	Police	\$37,530
Cruiser Radio Purchases	Police	\$9,000
Sr. Center Roof Replacement	Council On Aging	\$76,057
Heated Sidewalks	Council On Aging	\$35,000
Install Prep. Sink & Countertops	Council On Aging	\$11,000
Kitchen Area Improvements	Library	\$8,000
Purchase Speed Radar Trailer	Police	\$7,964
Update Medway Master Plan	Planning	\$50,000
Purchase & Install Personnel System	Human Resources	\$20,055
Free Cash Total		\$2,065,231

CAPITAL IMPROVEMENT PLANNING COMMITTEE

VOTED: to appropriate the sum of \$2,065,231 from Certified Free Cash for the purposes and as set forth in the warrant, including associated engineering, personnel, maintenance and legal service costs; the appropriation under this warrant is to be expended by June 30, 2019, with unexpended funds as of June 30, 2019 being returned to the General Fund.

VV

(Unanimous)

ARTICLE 9: (Raise & Appropriate: Roads & Sidewalks)

To see if the Town will vote to raise and appropriate the sum of \$800,000 for the purposes of making repairs to various roads, sidewalks, bridges and related appurtenances, and to fund, as needed, design, engineering, and construction management services, or act in any manner relating thereto.

CAPITAL IMPROVEMENT PLANNING COMMITTEE

VOTED: to raise and appropriate the sum of \$800,000 for the purposes of making repairs to various roads, sidewalks, bridges and related appurtenances, and to fund, as needed, design, engineering, and construction management services.

VV

(Unanimous)

ARTICLE 10: (Transfer – Retained Earnings – Sewer Enterprise)

To see if the Town will vote to transfer the sum of \$200,000 from Sewer Enterprise Fund retained earnings for the purpose of funding the following Fiscal Year 2019 project(s), including associated engineering, personnel, maintenance and legal services costs:

Project	Department	Cost
Various Sewer Collection Projects	SEWER	\$200,000
Total		\$200,000

Or act in any manner relating thereto.

PUBLIC SERVICES DEPT.

VOTED: to transfer \$200,000 from Sewer Enterprise Fund retained earnings for the purpose and as set forth in the warrant.

VV

(Unanimous)

ARTICLE 11: (Transfer – Retained Earnings – Water Enterprise)

To see if the Town will vote to transfer the sum of \$163,000 from Water Enterprise Fund retained earnings for the purpose of funding the following Fiscal Year 2019 project(s), including associated engineering, personnel, maintenance and legal services costs:

Project	Department	Cost
Replace Truck (2004 F-250 4x4)	WATER	\$45,000
Purchase Backhoe	WATER	\$118,000
Total		\$163,000

Or act in any manner relating thereto.

PUBLIC SERVICES DEPT.

VOTED: to transfer \$163,000 from Water Enterprise Fund retained earnings for the purpose and as set forth in the warrant.

VV

(Unanimous)

ARTICLE 12: (Borrowing – Water Enterprise)

To see if the Town will vote to raise and appropriate, borrow or transfer from available Water Enterprise funds the sum of \$1,224,000 for the purpose of funding a supply line from the Village Street well to the Populatic well site and the installation of a second well at the Populatic well site, including the associated engineering, personnel, maintenance, construction and legal service costs, any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount, or act in any manner relating thereto.

PUBLIC SERVICES DEPT.

VOTED: To borrow \$1,224,000 for the purpose and as set forth in the warrant, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to Chapter 44, Section 8 of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor, as fully set forth in the warrant, and further that the Board of Selectmen and town officers are authorized to take any and all related actions necessary or appropriate to carry out the purposes of this article.

VV

(Unanimous)

ARTICLE 13: (Borrowing – General Fund – School Repairs)

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds for Fiscal Year 2019 the sum of \$705,000 for the purpose of funding the replacement of boilers at the McGovern and Memorial Schools, including associated design, engineering, permitting, and legal services costs, any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount, or act in any manner relating thereto.

MEDWAY PUBLIC SCHOOLS

VOTED: that the Town borrow \$705,000 for the purpose and as set forth in the warrant, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to Chapter 44, Section 7 of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor, as fully set forth in the warrant, and further that the Board of Selectmen and town officers are authorized to take any and all related actions necessary or appropriate to carry out the purposes of this article.

VV

(Unanimous)

ARTICLE 14: (Free Cash Transfer to General Stabilization)

To see if the Town will vote to transfer the sum of \$100,000 from Certified Free Cash to the General Stabilization Fund, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: that the Town vote to transfer \$100,000 from Certified Free Cash to the General Stabilization Fund.

VV

(Unanimous)

ARTICLE 15: (Appropriation: OPEB Trust)

To see if the Town will vote to raise and appropriate the sum of \$300,000 to the Town of Medway Other Post-Employment Benefits (OPEB) Trust account, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: that the Town appropriate \$300,000 to the Town of Medway Other Post-Employment Benefits (OPEB) Trust account.

VV

(Unanimous)

ARTICLE 16: (Appropriation: Medway Day)

To see if the Town will vote to raise and appropriate the sum of \$9,500 for Medway Day, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: that the Town appropriate the sum of \$9,500 for Medway Day.

VV

(Unanimous)

ARTICLE 17: (Appropriation: Community Preservation Committee)

To see if the Town will vote to act on the report of the Community Preservation Committee for the Fiscal Year 2019 Community Preservation budget and to appropriate, or reserve for later appropriations, monies from the Community Preservation Fund annual revenues or available funds for the administrative expenses of the Community Preservation Committee, the payment of debt service, the undertaking of community preservation projects and all other necessary and proper expenses for the Fiscal Year 2019, as follows:

CPC Administrative Expenses	\$15,000
CPC Salaries	5,000
CPC Debt Expense	454,525
<u>Transfer To Affordable Housing Trust:</u>	
Affordable Housing Trust Coordinator	23,500
Affordable Housing Trust Administrative	5,000
Affordable Housing Trust Legal Fees	5,000
Total Direct Costs	\$508,025

Reserves:

**10% of Estimated
Fund Revenues**

Open Space	89,407
Community Housing	55,907
Historical Preservation	89,407

or act in any manner relating thereto.

COMMUNITY PRESERVATION COMMITTEE

VOTED: and to appropriate, and reserve for later appropriations, monies from the Community Preservation Fund annual revenues or available funds for the administrative expenses of the Community Preservation Committee, the payment of debt service, the undertaking of community preservation projects and all other necessary and proper expenses for the Fiscal Year 2019, as follows:

CPC Administrative Expenses	\$15,000
CPC Salaries	5,000
CPC Debt Expense	454,525
<u>Transfer To Affordable Housing Trust:</u>	
Affordable Housing Trust Coordinator	23,500
Affordable Housing Trust Administrative	5,000
Affordable Housing Trust Legal Fees	5,000
Total Direct Costs	\$508,025

Reserves:

**10% of Estimated
Fund Revenues**

Open Space	89,407
Community Housing	55,907
Historical Preservation	89,407

VV

(Unanimous)

ARTICLE 18: (Amend General Bylaws – Revolving Funds;
Authorize FY19 Spending Limits)

To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 44, Section 53E1/2, to amend the General Bylaws Article XXX, Revolving Funds, by further defining existing revolving funds and inserting a new revolving fund as shown in ***bold italics*** as follows:

ARTICLE XXX

Revolving Funds

There are hereby established in the Town of Medway pursuant to the provisions of General Laws Chapter 44, Section 53E½, the following Revolving Funds:

Program or Purpose	Authorized Representative or Board to Spend	Department Receipts
Self-supporting parks and recreation services, <i>including salaries and benefits</i>	Department of Public Services	Fees and charges received from permitting parks, fields, and recreational activities.
Dial-a-ride van service for seniors and disabled; shuttle service to Norfolk commuter rail station, and other necessary transportation services	Council on Aging Department	Fees, charges or donations received in connection with transportation services provided through the Council on Aging and the Greater Attleboro Taunton Regional Transit Authority (GATRA) reimbursement.
Library printer, copier and fax expenses	Library Department	Fees or charges received in connection with public use of this equipment.
Library meeting room	Library Department	Fees or charges received in connection with public use of meeting rooms.
Thayer Homestead partial self-support of property, <i>including salaries and benefits</i>	Town Administrator	Fees or charges received in connection with rental of the facility.

Tobacco license compliance inspections	Health Department	Tobacco license fees
<i>Self-supporting food services, including salaries and benefits</i>	<i>Council on Aging Director</i>	<i>Charges received from food sales.</i>

Expenditures from each revolving fund set forth herein shall be subject to the limitation established annually by Town Meeting or any increase therein as may be authorized in accordance with General Laws Chapter 44, Section 53E½.

And, further, to set Fiscal Year 2019 spending limits for revolving funds as follows:

Program or Purpose	FY2019 Spending Limit
Self-supporting parks and recreation services, <i>including salaries and benefits</i>	\$300,000
Dial-a-ride van service for seniors and disabled; shuttle service to Norfolk commuter rail station, and other necessary transportation services	\$120,000
Library printer, copier and fax expenses	\$ 3,000
Library meeting room	\$ 1,000
Thayer Homestead partial self-support of property, <i>including salaries and benefits</i>	\$ 65,000
Tobacco license compliance inspections	\$ 2,500
<i>Self-supporting food services, including salaries and benefits</i>	\$ 12,000

Or act in any manner relating thereto.

BOARD OF SELECTMEN

(For the Various Departments Indicated)

VV

(Unanimous)

ARTICLE 19: (Establish Special Education Stabilization Fund)

To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 40, Section 13E, to establish a reserved fund to be utilized for unanticipated or unbudgeted costs of special education, out-of-district tuition or transportation, or act in any manner relating thereto.

SCHOOL DEPARTMENT

VV

(Unanimous)

ARTICLE 20: (Conveyance of Real Property to Medway Redevelopment Authority)

To see if the Town will vote to transfer to the Board of Selectmen for the purpose of disposition by sale, lease, or otherwise, the parcels of Town-owned property in the Oak Grove Urban Renewal Area as shown on the Oak Grove Urban Renewal Plan, produced by BSC Group, dated March 2017, and approved by the Department of

Housing and Community Development on August 18, 2017, on file with the Town Clerk, from the board or officer currently having care, custody, management, and control of said town-owned land; and further, to authorize the Board of Selectmen to sell, convey, or transfer to the Medway Redevelopment Authority for nominal consideration all or a portion of said land together with any and all buildings and improvements thereon owned by the Town, in connection with implementing a redevelopment and/or urban renewal plan for the Oak Grove project, any such disposition to be on such terms and conditions as the Board of Selectmen may deem necessary or appropriate in the best interests of the Town, which may include the reservation of easements and restrictions; and further, to authorize the Board of Selectmen to negotiate, enter into and execute any and all documents or agreements as may be necessary and appropriate therefor, or to act in any manner relating thereto.

**BOARD OF SELECTMEN
(Unanimous)**

VV

ARTICLE 21: (Discontinue Public Way – Portion of Alder St)

To see if the Town will vote to discontinue as a public way a portion of Alder Street, shown as parcel No. T-2 on a plan entitled “Layout and Discontinuance Plan, Alder Street and Trotter Drive, Medway, Massachusetts”, dated June 4, 1988, recorded at the Norfolk County Registry of Deeds in Plan Book 464, Plan No. 180 of 1999, and to abandon the Town’s easement in said portion of Alder Street discontinued as a public way, and to authorize the Board of Selectmen to execute any documents to accomplish said discontinuance and abandonment, and to file at the Norfolk County Registry of Deeds any documents to accomplish said discontinuance and abandonment, or take any action related thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

(2/3 Majority)

ARTICLE 22: (Amend Zoning Bylaw: Registered Marijuana Dispensary)

To see if the Town will vote to amend the Zoning Bylaw, Section 8.9 Registered Marijuana Dispensary as follows. Text to be deleted is shown with a ~~strike through~~. New text is shown as underlined.

8.9 REGISTERED MEDICAL MARIJUANA FACILITIES ~~DISPENSARY~~

A. Purposes. The purposes of this Section are to address possible adverse public health and safety consequences and impacts on the quality of life of the Town of Medway related to the passage of Chapter 369 of the Acts of 2012; provide for the limited establishment of a Registered Medical Marijuana Facility (RMMF) in an appropriate place and under strict conditions in accordance with Chapter 369 of the Acts of 2012, and 105 CMR 725.000; minimize the adverse impacts of a RMMF on adjacent properties, residential neighborhoods, schools, playgrounds and other land uses potentially incompatible with such a facility; regulate the siting, design, placement, security, safety, monitoring, modification, and removal of RMMFs; and limit the overall number of RMMFs in the community to what is essential to serve the public necessity.

B. Applicability.

1. The commercial cultivation, production, processing, assembly, packaging, retail or wholesale sale, trade, distribution or dispensing of Marijuana for Medical Use is prohibited unless permitted as a RMMF under this Section 8.9.
2. No RMMF shall be established except in compliance with the provisions of this Section 8.9.
3. Nothing in this Section 8.9 shall be construed to supersede federal and state laws governing the sale and distribution of narcotic drugs.

C. Definitions. As used in this Section, the following terms shall have the following meanings:

Host Community Agreement (HCA): A written agreement between an operator of a Registered Medical Marijuana Facility and the Town of Medway that specifies measures an operator will take to anticipate, mitigate and address potential adverse impacts of the Registered Medical Marijuana Facility on the Town, neighborhood, or community at large, including but not limited to public safety services and infrastructure.

(Added 11/16/15)

Marijuana: The same substance defined as “marijuana” under 105 CMR 725.004.

Marijuana for Medical Use: Marijuana that is designated and restricted for use by, and for the benefit of, Qualifying Patients as defined in 105 CMR 725.004.

Registered Medical Marijuana Facility (RMMF): Shall mean a not-for-profit entity, as defined by Massachusetts law only, registered by the Massachusetts Department of Public Health under 105 CMR 725.000 that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to registered qualifying patients or their registered personal caregiver as determined by 105 CMR 725.000.

D. Eligible Locations for Registered Medical Marijuana Facilities . Registered Medical Marijuana Facilities , other than agricultural operations meeting exemption standards under G.L. c. 40A § 3, may be allowed by special permit from the Planning and Economic Development Board in the following zoning districts, provided the facility meets the requirements of this Section:

~~1. East Industrial~~

~~2. Energy Resource~~

~~3. West Industrial 4. Business/Industrial~~

~~5. Central Business~~

<u>Retail RMMF</u>	<u>Non-Retail RMMF</u>
<u>Business Industrial (BI)</u>	<u>East Industrial (EI)</u>
	<u>West Industrial (WI)</u>

E. General Requirements and Conditions for all Registered Marijuana Dispensaries

1. All non-exempt RMMFs shall be contained within a permanent building or structure. No RMMF shall be located inside a building containing residential units or inside a movable or mobile structure such as a van, trailer, cargo container or truck.

2. Size standards:

(Amended 11/16/15)

a. A standalone retail RMMF shall not exceed 3,500 sq. ft. for product display, client dispensary, and patient consultation area.

b. The RMMF shall be of adequate interior space to accommodate all activities inside the building so as not to have outside patient queuing on sidewalks, in parking areas, or in other areas outside the RMD.

3. A RMMF shall not be located in a building that contains any medical doctors’ offices or the offices of any other professional practitioner authorized to prescribe the use of medical marijuana.

4. The hours of operation of RMMFs shall be set by the Planning and Economic Development Board, but in no event shall the on-site retail sale or dispensing of medical marijuana and/or related products to

customers occur between the hours of 8:00 PM and 8:00 AM.
(Amended 11-14-16)

5. Locational Criteria: ~~No RMD shall be located on a lot within 500 linear feet of any lot with the following:~~

~~a. Residence~~

~~b. Public school~~

~~c. Private educational entity that provides instruction to children and youth in an ongoing organized basis~~

~~d. Licensed registered childcare facility~~

~~e. Library~~

~~f. Religious facility~~

~~g. Playground, public park, or ball field~~

~~h. Recreation center~~

~~i. Registered Marijuana Dispensary that sells, distributes, dispenses or administers marijuana, products containing marijuana or related supplies to qualifying patients or personal caregivers~~

~~j. Halfway house or similar facility~~

~~k. Drug or alcohol rehabilitation facility.~~

a. A retail RMMF shall not be located on a lot within 500 feet of any lot with a residence, existing public or private school serving students in grades K-12, private educational entity that provides instruction to children and youth in an ongoing organized basis, licensed registered childcare facility, library, religious facility, playground, public park, ball field, recreation center, halfway house or similar facility, drug or alcohol rehabilitation facility, or another retail RMMF which sells, distributes, dispenses or administers marijuana, products containing marijuana or related supplies to qualifying patients and registered caregivers.

b. A non-retail RMMF shall not be located within 500 feet of any lot with an existing public or private school serving students in grades K-12.

c. The distance requirement may be reduced by the Planning and Economic Development Board if the applicant demonstrates that the RMMF would otherwise be effectively prohibited from locating within the municipality and that adequate security measures will be employed to prevent the diversion of medical marijuana to minors who are not qualifying patients.

d. Distances The distance between properties shall be calculated by direct measurement in a straight line without regard for intervening structures from the nearest property line of the land used as noted above to the nearest portion of the building in property line of the land on which the RMMF is to be located.

6. No smoking, burning or consumption of any product containing marijuana or marijuana-infused products shall be permitted on the premises of a RMMF .
7. A RMMF may not have a drive-through service.

F. Signage.

1. Signage for the RMMF shall include the following language: *“Registration card issued by the MA Department of Public Health required.”*
2. The required text for a sign for a RMMF shall be a minimum of two inches in height.
3. No permitted RMMF shall use any advertising material or graphics that are misleading, deceptive, or false, or designed to appeal to minors.
4. A RMMF shall not display on the exterior of the facility any advertisement for medical marijuana or any brand name.
5. Off-site signage or advertising in any form, including billboards shall not be allowed.

G. Contact Information. The RMMF shall provide the Medway Police Department, Building Inspector and the Planning and Economic Development Board with the names, telephone numbers and email addresses of all management staff and key holders to whom the Town can provide notice if there are operating problems associated with the establishment.

H. Prohibition against Nuisances. No RMMF shall create a nuisance to abutters or to the surrounding area, or create any hazard, including but not limited to fire, explosion, fumes, gas, smoke, odors, obnoxious dust, vapors, offensive noise or vibration, flashes, glare, objectionable effluent or electrical interference, which may impair the normal use and peaceful enjoyment of any property, structure or dwelling in the area.

I. Openness of Premises.

1. Any and all cultivation, distribution, possession, storage, display, sales or other distribution of medical marijuana shall occur only within the restricted interior area of the RMD.
2. The RMMF shall be designed and constructed such that no area or portion where marijuana is processed or stored is visible from the exterior of the building.
3. The front of the building which shall include the public entrance to the RMMF shall be fully visible from the public street or building frontage.
4. Marijuana, marijuana infused products, and products that facilitate the use of medical marijuana shall not be displayed or clearly visible to a person from the exterior of the RMMF .

~~J. No marijuana or marijuana based products shall be sold, grown, or cultivated, interior or exterior to a residential dwelling except if a Hardship Cultivation Registration is granted by the Department of Public Health according to 105 CMR 725.035.~~

K. J. Special Permit Requirements.

1. A RMMF shall only be allowed by special permit from the Planning and Economic Development Board in accordance with G.L. c. 40A, §9, subject to the following statements, regulations, requirements, conditions and limitations.
2. A RMMF is subject to site plan review by the Planning and Economic Development Board pursuant to Section 3.5, which shall be coordinated with the special permit process.
3. A special permit for a RMMF shall be limited to one or more of the following uses that shall be prescribed by the Planning and Economic Development Board:
 - a. Cultivation of Marijuana for Medical Use (horticulture);

- b. Processing and packaging of Marijuana for Medical Use, including marijuana that is in the form of smoking materials, food products, tinctures, oils, aerosols, ointments, and other marijuana infused products;
 - c. Retail sale or distribution of Marijuana for Medical Use to Qualifying Patients or Registered Personal Caregivers;
 - d. Retail sale of products that facilitate the use of marijuana for medical purposes and of patient educational materials.
4. The RMMF special permit application shall include the following:
- a. The name and address of each owner of the facility;
 - b. Copies of all required licenses and permits issued for the RMMF to the applicant by the Commonwealth of Massachusetts and any of its agencies;
 - c. Evidence of the Applicant's right to use the site of the RMMF for the RMMF, such as a deed or lease;
 - d. A statement under oath disclosing all of the applicant's owners, shareholders, partners, members, managers, directors, officers, or other similarly-situated individuals and entities and their addresses. If any of the above are entities rather than persons, the Applicant must disclose the identity of the owners of such entities until the disclosure contains the names of individuals;
 - e. A certified list of all parties in interest entitled to receive notice of the hearing for the special permit application, taken from the most recent tax list of the Town and certified by the Town Assessor;
 - f. A detailed site plan that includes the following information:
 - i. A detailed floor plan of the premises of the proposed RMMF that identifies the square footage available and describes the functional areas of the facility including but not limited to sales, storage, cultivation, processing, food preparation, etc.
 - ii. Proposed security measures for the RMMF, including lighting, fencing, gates and alarms, etc., to ensure the safety of qualifying patients, their caregivers, and facility employees and to protect the premises from theft.
 - g. A copy of the policies/procedures for the transfer, acquisition, or sale of medical marijuana between approved RMMFs in compliance with 105 CMR 725.105(B)(2).
 - h. A copy of the policies/procedures for patient or personal caregiver home-delivery.

5. Procedures.

- a. The special permit application and public hearing procedure for a RMMF shall be in accordance with Section 3.4 and G.L. c. 40A, § 9.
- b. **Mandatory Findings.** The Planning and Economic Development Board shall not grant a special permit for a RMMF unless it finds that:
 - i. The RMMF is designed to minimize any adverse visual or economic impacts on abutters and other parties in interest, as defined in G.L. c. 40A, § 11;
 - ii. The RMMF demonstrates that it will meet all the permitting requirements of all applicable agencies within the Commonwealth of Massachusetts and will be in compliance with all applicable state laws and regulations; and

- iii. The applicant has satisfied all of the conditions and requirements of this Section and Section 3.4 of this Zoning Bylaw.

6. Conditions. In granting a special permit under this Section 8.9, the Planning and Economic Development Board shall impose conditions, limitations, and safeguards that are reasonably appropriate to:

- a. Improve site design, traffic flow, and public safety;
- b. Protect water quality, air quality and significant environmental resources;
- c. Preserve the character of the surrounding area.

These conditions, limitations, and safeguards may address but are not limited to:

- d. Hours of operation
- e. Landscaping and site amenities

~~L.~~ **K. Annual Reporting.** Each RMMF permitted under this Zoning Bylaw shall as a condition of its special permit file an annual report with the Planning and Economic Development Board, the Building Inspector, the Health Agent, and the Police Chief no later than January 31st of each year, providing a copy of all current applicable state licenses for the RMMF and/or its owners and demonstrate continued compliance with the conditions of the special permit.

~~M.~~ **L. Duration of Special Permit.** A special permit granted under this Section 8.9 shall remain exclusively with the applicant which shall be the owner or lessee of the premises described in the application. The special permit shall terminate automatically on the date the applicant alienates that title or leasehold interest in the premises.

~~N.~~ **M. Abandonment or Discontinuance of Use.** A RMMF shall be required to remove all material, plants, equipment and other paraphernalia:

- 1. Prior to surrendering its state issued licenses or permits; or
- 2. Within six months of ceasing operations; whichever comes first.

~~O.~~ **N. Other Permits and Approvals.** Receipt of a special permit from the Planning and Economic Development Board for a RMMF does not preclude an applicant from having to secure other required local permits from other Town boards or departments, including but not limited to the Board of Health, Conservation Commission, or the Department of Public Services.

~~P.~~ **O.** Each RMMF permitted under this Zoning Bylaw shall enter into a Host Community Agreement (HCA) with the Town of Medway. *(Added 11/16/15)*

And by amending Section 5.4, Schedule of Uses, by adding the following text in Table 1 – Schedule of Uses under Business Uses and Industrial Uses as shown:

Zoning District

AR-I AR-II VR CB VC NC BI EI ER WI

D. BUSINESS USES

Retail Trade

Registered Medical Marijuana Facility

(Retail)

N N N N N N PB N N N

E. INDUSTRIAL AND RELATED USES

Registered Medical Marijuana Facility
(Non-Retail)

N N N N N N N PB N PB

Or act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

(2/3 Majority)

ARTICLE 23: (Amend Zoning Bylaw: Definitions; Delete
Temporary Moratorium on Non-Medical Marijuana Establishments)

To see if the Town will vote to amend the Zoning Bylaw by revising SECTION 2 DEFINITIONS as follows:

By adding the following definition:

Recreational Marijuana Social Consumption Establishment: A Recreational Marijuana Social Consumption Establishment may purchase marijuana from licensed recreational marijuana establishments and sell single servings of marijuana to consumers for consumption on the premises.

And by adding the highlighted text to the following existing definitions:

Recreational Marijuana Retailer: An entity licensed to purchase and deliver marijuana and marijuana products from marijuana establishments and to deliver, sell or otherwise transfer marijuana and marijuana products to marijuana establishments and to consumers.

Recreational Marijuana Establishment (RME): A marijuana independent testing laboratory, marijuana product manufacturer, or marijuana cultivator, all as defined in General Laws chapter 94G, §1, but not including Recreational Marijuana Retailers or Recreational Marijuana Social Consumption Establishments.

And by deleting Section 8.10 TEMPORARY MORATORIUM ON NON-MEDICAL MARIJUANA ESTABLISHMENTS and replacing it with the following:

8.10 RECREATIONAL MARIJUANA

A. Purposes. The purposes of this Section are to address possible adverse public health and safety consequences and impacts on the quality of life of the Town of Medway related to the passage of Chapter 5 of the Acts of 2017 regarding recreational marijuana; provide for the limited establishment of a Recreational Marijuana Establishment (RME) in an appropriate place and under strict conditions in accordance with Chapter 5 of the Acts of 2017; minimize the adverse impacts of a RME on adjacent properties, residential neighborhoods, schools, playgrounds and other land uses potentially incompatible with such a facility; regulate the siting, design, placement, security, safety, monitoring, modification, and removal of RMEs; and limit the overall number of RMEs in the community to what is essential to serve the public necessity.

B. Applicability.

1. The commercial cultivation, production, processing, assembly, packaging, wholesale sale, trade, or distribution of Marijuana for Recreational Use is prohibited unless permitted as a RME under this Section 8.10.
2. No RME shall be established except in compliance with the provisions of this Section 8.10.

3. Nothing in this Section 8.10 shall be construed to supersede federal and state laws governing the sale and distribution of narcotic drugs.

C. Definitions. As used in this Section, the following terms shall have the following meanings:

Host Community Agreement (HCA): A written agreement between an operator of a Recreational Marijuana Establishment (RME) and the Town of Medway that specifies measures an operator will take to anticipate, mitigate and address potential adverse impacts of the RME on the Town, neighborhood, or community at large, including but not limited to public safety services and infrastructure.

Marijuana: The same substance defined as “marijuana” under Chapter 5 of the Acts of 2017

Recreational Marijuana Establishment (RME): See definition in SECTION 2.

Recreational Marijuana Retailer: See definition in SECTION 2

Recreational Marijuana Social Consumption Establishment: See definition in SECTION 2.

D. Eligible Locations for Recreational Marijuana Establishments. Recreational Marijuana Establishments may be allowed by special permit from the Planning and Economic Development Board in the following zoning districts, provided the facility meets the requirements of this Section:

1. East Industrial (*renamed from Industrial I on 11-13-17*)
2. West Industrial (*renamed from Industrial III on 11-13-17*)

E. General Requirements and Conditions for all Recreational Marijuana Establishments

1. All non-exempt RMEs shall be contained within a permanent building or structure. No RME shall be located inside a building containing residential units or inside a movable or mobile structure such as a van, trailer, cargo container or truck.
2. A RME shall not be located in a building that contains any medical doctors’ offices or the offices of any other professional practitioner authorized to prescribe the use of medical marijuana.
3. The hours of operation of RMEs shall be set by the Planning and Economic Development Board.
4. No RME shall be located on a lot within 500 linear feet of any lot of an existing public or private school serving students in grades K-12.
 - a. The distance requirement may be reduced by the Planning and Economic Development Board if the applicant demonstrates that the RME would otherwise be effectively prohibited from locating within the municipality and that adequate security measures will be employed to prevent the diversion of medical marijuana to minors who are not qualifying patients.
 - b. The distance between properties shall be calculated by direct measurement in a straight line without regard for intervening structures from the nearest property line of the land used as noted in E. 4. above to the nearest property line of the land on which the RME is to be located.
5. No smoking, burning or consumption of any product containing marijuana or marijuana-infused products shall be permitted on the premises of a RME.
6. A RME may not have a drive-through service.

F. Signage.

1. No permitted RME shall use any advertising material or graphics that are misleading, deceptive, or false, or designed to appeal to minors.

2. A RME shall not display on the exterior of the facility any advertisement for marijuana or any brand name.
3. Off-site signage or advertising in any form, including billboards shall not be allowed.

G. Contact Information. The RME shall provide the Medway Police Department, Building Inspector and the Planning and Economic Development Board with the names, telephone numbers and email addresses of all management staff and key holders to whom the Town can provide notice if there are operating problems associated with the establishment.

H. Prohibition against Nuisances. No RME shall create a nuisance to abutters or to the surrounding area, or create any hazard, including but not limited to fire, explosion, fumes, gas, smoke, odors, obnoxious dust, vapors, offensive noise or vibration, flashes, glare, objectionable effluent or electrical interference, which may impair the normal use and peaceful enjoyment of any property, structure or dwelling in the area.

I. Openness of Premises.

1. Any and all cultivation, distribution, possession, storage, or display of recreational marijuana shall occur only within the restricted interior area of the RME.
2. The RME shall be designed and constructed such that no area or portion where marijuana is processed or stored is visible from the exterior of the building.
3. The front of the building which shall include the public entrance to the RME shall be fully visible from the public street or building frontage.
4. Marijuana and marijuana infused products shall not be displayed or clearly visible to a person from the exterior of the RME.

J. Special Permit Requirements.

1. RME shall only be allowed by special permit from the Planning and Economic Development Board in accordance with G.L. c. 40A, §9, subject to the following statements, regulations, requirements, conditions and limitations.
2. A RME is subject to site plan review by the Planning and Economic Development Board pursuant to Section 3.5, which shall be coordinated with the special permit process.
3. A special permit for a RME shall be limited to one or more of the following uses that shall be prescribed by the Planning and Economic Development Board:
 - a. Cultivation of Marijuana (horticulture)
 - b. Manufacturing, processing and packaging of marijuana for recreational use and the delivery and transport of marijuana and marijuana products to other RMEs, but not to consumers
 - c. Independent testing laboratory
4. Recreational Marijuana Retailers and Recreational Marijuana Social Establishments are not allowed by right or special permit anywhere in Medway.
5. The RME special permit application shall include the following:
 - a. The name and address of each owner of the facility;
 - b. Copies of all required licenses and permits issued for the RME to the applicant by the Commonwealth of Massachusetts and any of its agencies;

- c. Evidence of the Applicant's right to use the site of the RME for the RME, such as a deed or lease;
 - d. A statement under oath disclosing all of the applicant's owners, shareholders, partners, members, managers, directors, officers, or other similarly-situated individuals and entities and their addresses. If any of the above are entities rather than persons, the Applicant must disclose the identity of the owners of such entities until the disclosure contains the names of individuals;
 - e. A certified list of all parties in interest entitled to receive notice of the hearing for the special permit application, taken from the most recent tax list of the town and certified by the Town Assessor;
 - f. A detailed site plan that includes the following information:
 - i. A detailed floor plan of the premises of the proposed RME that identifies the square footage available and describes the functional areas of the facility including but not limited to sales, storage, cultivation, processing, food preparation, etc.
 - ii. Proposed security measures for the RME, including lighting, fencing, gates and alarms, etc., to ensure the safety of qualifying patients, their caregivers, and facility employees and to protect the premises from theft.
 - g. A copy of the policies/procedures for delivery service.
6. **Procedures.**
- a. The special permit application and public hearing procedure for a RME shall be in accordance with Section 3.4 and G.L. c. 40A, § 9.
 - b. **Mandatory Findings.** The Planning and Economic Development Board shall not grant a special permit for a RME unless it finds that:
 - i. The RME is designed to minimize any adverse visual or economic impacts on abutters and other parties in interest, as defined in G.L. c. 40A, § 11;
 - ii. The RME demonstrates that it will meet all the permitting requirements of all applicable agencies within the Commonwealth of Massachusetts and will be in compliance with all applicable state laws and regulations; and
 - iii. The applicant has satisfied all of the conditions and requirements of this Section and Section 3.4 of this Zoning Bylaw.
7. **Conditions.** In granting a special permit for an RME under this Section 8.10, the Planning and Economic Development Board shall impose conditions, limitations, and safeguards that are reasonably appropriate to:
- a. Improve site design, traffic flow, and public safety;
 - b. Protect water quality, air quality and significant environmental resources;
 - c. Preserve the character of the surrounding area.

These conditions, limitations, and safeguards may address but are not limited to:

- d. Hours of operation
- e. Landscaping and site amenities

- K. Annual Reporting.** Each RME permitted under this Section 8.10 shall as a condition of its special permit file an annual report with the Planning and Economic Development Board, the Building Inspector, the Health Agent, and the Police Chief no later than January 31st of each year, providing a copy of all current applicable state licenses for the RME and/or its owners and demonstrate continued compliance with the conditions of the special permit.
- L. Duration of Special Permit.** A special permit granted under this Section 8.10 shall remain exclusively with the applicant which shall be the owner or lessee of the premises described in the application. The special permit shall terminate automatically on the date the applicant alienates that title or leasehold interest in the premises.
- M. Abandonment or Discontinuance of Use.** A RME shall be required to remove all material, plants, equipment and other paraphernalia:
- Prior to surrendering its state issued licenses or permits; or
 - Within six months of ceasing operations; whichever comes first.
- N. Other Permits and Approvals.** Receipt of a special permit from the Planning and Economic Development Board for a RME does not preclude an applicant from having to secure other required local permits from other Town boards or departments, including but not limited to the Board of Health, Conservation Commission, or the Department of Public Services.
- O.** Each RME permitted under this Zoning Bylaw shall enter into a Host Community Agreement (HCA) with the Town of Medway.

And by amending Section 5.4, Schedule of Uses, by revising and adding the following text in Table 1 – Schedule of Uses under Business Uses and Industrial Uses as shown:

NOTE – Proposed new text is highlighted in grey and proposed deleted text is shown with a strike-through.
Zoning District

	AR-I	AR-II	VR	CB	VC	NC	BI	EI	ER	WI
D. BUSINESS USES										
<u>Recreational</u> Marijuana Retailer	N	N	N	N	N	N	N	N	N	N
<u>Recreational Marijuana Social Consumption Establishment</u>	N	N	N	N	N	N	N	N	N	N
F. INDUSTRIAL AND RELATED USES										
<u>Recreational</u> Marijuana Establishment	N	N	N	N	N	N	PB N	PB	N	PB

NOTE – PB means the use may be allowed by special permit from the Planning and Economic Development Board. N means the use is prohibited.

Or act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

(2/3 Majority)

ARTICLE 24: (Amend Zoning Bylaw: Site Plan Review)

To see if the Town will vote to amend portions of Section 3.5 Site Plan Review of the Zoning Bylaw as follows: Deleted text is shown with a strike-through; new text is shown as underlined.

3.5 SITE PLAN REVIEW

3.5.1 Purposes

Site plan review is a means of managing the aesthetics and environmental impacts of land use by the regulation of permitted uses, not their prohibition. Its purpose is to:

- provide a standard process to review proposed development and redevelopment projects for compliance with the Medway Zoning Bylaw
- assure protection of the public interest consistent with a reasonable use of the site for the purposes permitted in the district; and
- promote and encourage desired community characteristics as expressed in the *Master Plan* and *Design Review Guidelines*

3.5.2 Requirements

- A. No building permit shall be issued for any use, site, or building alteration, or other improvement that is subject to this Section 3.5 unless an application for site plan review has been prepared in accordance with the requirements herein and unless such application has been approved by the Planning and Economic Development Board (hereinafter referred to in this Section as the Board) or its designee in the instance of administrative site plan review.
- B. Unless specifically authorized by the terms of the site plan review decision, a final certificate of occupancy shall not be issued until the project has been completed in accordance with the approved and endorsed site plan and the applicant has complied with or satisfied all conditions of the site plan review decision.
- C. Any work done in deviation from an approved site plan shall be a violation of this Bylaw unless such deviation is approved in writing by the Board or its designee or is determined by the Building Inspector to be an insubstantial change.

3.5.3. Applicability

- A. Site plan review shall apply to the following:

1. **Major Site Plan Review:**

- a. New construction or any alteration, reconstruction, renovation, and/or change in use ~~or renovation~~ of any multi-family, commercial, industrial, institutional, or municipal building or use which involves one or more of the following:
 - i. the addition of 2,500 square feet or more of gross floor area; or
 - ii. the addition of twenty or more new parking spaces;~~or~~
 - b. The redesign, alteration, expansion or modification of an existing parking area involving the addition of twenty or more new parking spaces.
 - c. The redesign of the layout/configuration of an existing parking area of forty or more parking spaces
 - d. Construction of ground mounted solar photovoltaic installations of any size in any zoning district including solar canopy type systems in parking areas.
 - e. Removal, disturbance, and/or alteration of 20,000 square feet or more of existing impervious surface.

2. **Minor Site Plan Review:**

- a. New construction or any alteration, reconstruction, renovation, and/or change in use ~~or renovation~~ of any multi-family, commercial, industrial, institutional, or municipal building or use which is not subject to Major Site Plan Review but which involves one or more of the following:
 - i. the addition of 1,000 to 2,499 square feet of gross floor area

- ii. the addition of ten or more but less than twenty new parking spaces
 - b. The redesign, alteration, expansion or modification of an existing parking area involving the addition of ~~five~~ ten or more but less than ~~fifteen~~ twenty new parking spaces; o
 - c. The redesign of the layout/configuration of an existing parking area of twenty to thirty-nine parking spaces.
 - d. Any use or structure or expansion thereof exempt under Massachusetts G.L. c. 40A, § 3. only to the extent allowed by law.
 - e. Removal, disturbance, and/or alteration of 10,000 – 19,999 square feet of impervious surface.
3. **Administrative Site Plan Review:** New construction or any alteration, reconstruction, ~~or~~ renovation, or change in use of any multi-family, commercial, industrial, institutional, or municipal building or use which is not subject to Major or Minor Site Plan Review but which involves one or more of the following:
- a. The addition of less than 1,000 square feet of gross floor area
 - b. Exterior alteration/renovation of an existing building or premises, visible from a public or private street or way which includes any of the following:
 - i.) installation or replacement of awnings
 - ii) change in a building's exterior surface material
 - iii) rearrangement or addition of windows or doors
 - iv) façade reconstruction/replacement
 - v) roofing if the Building Inspector determines the roof to be a distinctive architectural feature of the building
 - c. The redesign, alteration, expansion or modification of an existing parking area or the creation of a new parking area involving the addition of up to nine new parking spaces
 - d. The redesign of the layout/configuration of an existing parking area of ten to nineteen parking spaces
 - e. A change in curb cuts/vehicular access to a site from a public way
 - f. Installation or alteration of sidewalks and other pedestrian access improvements
 - g. Removal of hedges, living shrubs, and trees greater than four inches in caliper
 - h. Installation of fencing or retaining walls.
 - i. Outdoor placement of cargo containers, sheds, membrane structures, equipment and materials
 - j. Removal/disturbance/alteration of 5,000 – 10,000 square feet of impervious surface
 - k. The conversion of a residential use to a permitted non-residential or mixed-use
 - l. Installation of a wireless communication facility as defined in this Zoning Bylaw
4. Consideration of activities subject to administrative site plan review may be advanced to minor or major site plan review status at the determination of the Building Inspector or the Board when the collective scope and/or quantity of the proposed activities is substantial enough to merit review by the Board at a public meeting.

Or act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

(Unanimous)

ARTICLE 25: (Amend Zoning Map: District Boundaries)

To see if the Town of Medway will vote to rezone the following parcels as shown on the map titled Proposed Boundary Changes to AR-I & AR-II Zoning Districts dated February 18, 2018 which is on file with the Town Clerk: and to amend the Zoning Map accordingly, such that:

The following split zoned parcels shall be rezoned so that the portion which is presently zoned Agricultural Residential I district shall be rezoned to Agricultural Residential II district, so that the entire parcel is zoned Agricultural Residential II:

Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
36RF Lovering Street	31-034	.368	Carl & Carol Rice
36RE Lovering Street	31-035	2.550	Paul & Nydia Rice
36RD Lovering Street	31-036	2.734	Theodore Johnson
22 Lovering Street	31-014	3.56	Theodore & Paula Johnson
36RB Lovering Street	31-011	2.483	William and Amy Fletcher
107A Holliston Street	31-007	1.978	Harry Johnson Family Irrevocable Family Trust and Jeanne Johnson Family Irrevocable Trust

The following parcels shall be rezoned from the present Agricultural Residential I district zoning to Agricultural II district, so that the entire parcel is zoned Agricultural Residential II:

Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
MAP A			
36RC Lovering Street	31-013	.23	Theodore Johnson
109 Holliston Street	31-006	3.3	Harry & Jeanne Johnson Life Estate Harry & Jeanne Johnson Family Irrevocable Trust

or act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

(Unanimous)

ARTICLE 26: (Accept Easement: Pine Ridge Drive)

To see if the Town will vote to accept:

A Non-Exclusive Perpetual Access Easement on and over a portion of Pine Ridge Drive shown as “Prop. 24 Wide Public Access Easement” including three adjacent parking spaces and

A Non-Exclusive Perpetual Access Easement on and over a portion of Parcel B shown as “Prop. 20’ Wide Public Access Easement

for purposes of enabling Town employees and officials and members of the public to access Parcel C Open Space, all as shown on a plan of land entitled “Village at Pine Ridge Open Space Residential Development (OSRD)” in Medway, MA dated March 28, 2006, last revised September 6, 2006, by Faist Engineering, recorded with the Norfolk County Registry of Deeds on October 18, 2006 in Plan Book 561, Page 32,

And further to authorize the Board of Selectmen and town officers to take any and all related actions necessary or appropriate to carry out the purposes of this article;

Or act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

(Unanimous)

ARTICLE 27: (Street Acceptance, Land Conveyance and Infrastructure Acceptance – Candlewood Drive and Island Road Subdivisions)

To see if the Town will vote to accept as public ways, the following streets as laid out by the Board of Selectmen and as shown on a plan or plans on file in the Office of the Town Clerk:

Candlewood Drive as laid out by a vote of the Board of Selectmen and shown on a plan entitled “‘As-Built’ Acceptance Plan Candlewood Drive Medway, MA”, dated January 7, 1999, prepared by Engineering, Surveying, and Planning Associates, excluding from said layout the unconstructed portion of Candlewood Drive abutting Lots 8, 9, and 10, as shown on said plan.

Island Road in its entirety as laid out by a vote of the Board of Selectmen and shown on the plan entitled “Subdivision As-Built ‘Island Road’ Medway, MA”, dated February 15, 1995, prepared by Engineering, Surveying, and Planning Associates.

And further to authorize the Board of Selectmen to accept, as a gift from Pine Ridge Drive LLC of Holliston, MA, a parcel of land totaling 59,856 sq. ft. identified as “Parcel A” on a plan entitled “‘Candlewood’ Definitive Subdivision Plan in Medway (Norfolk County) in Massachusetts”, dated March 22, 1999, recorded at the Norfolk County Registry of Deeds in Plan Book 413 as Plan 260, to be used by the Town for drainage purposes and for public pedestrian access between the Candlewood and Island Road subdivisions;

And further to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise, and to accept the deed or deeds to the Town of a fee simple interest and/or easements in said streets and any drainage, utility, access and/or other easements related thereto, and also any trail or public access easements, as shown on said plans and other plans related thereto, and to appropriate a sum of money as funding therefor and costs related or incidental thereto;

And further to authorize the Board of Selectmen and town officers to take any and all related actions necessary or appropriate to carry out the purposes of this article;

Or act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

(2/3 Majority)

Meeting adjourned at 8:24

**TOWN OF MEDWAY
WARRANT FOR 2018
FALL TOWN MEETING**

NORFOLK ss:

To either of the Constables of the Town of Medway

GREETING:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of said Town who are qualified to vote in Town affairs to meet at the Medway High School Auditorium, 88 Summer Street, on Monday, November 19, 2018 at 7:00 PM, then and there to act on the following articles:

The meeting was called to order by Moderator Mark Cerel at 7:00PM

Board of Selectmen Chairman, Dennis Crowley gave the state of the town address

ARTICLE 1: (Repurpose Funds to Middle School Paving Project)

To see if the Town will vote to appropriate the sum of \$39,432.27, to fund paving for recess area improvements at the Middle School located at 45 Holliston Street, and as funding therefor, to transfer the sum of \$17,494.07 from the amount borrowed under Article 8 of the November 15, 2010 Fall Town Meeting (Middle School repair project) and \$21,938.20 from the amount borrowed under Article 18 of the May 12, 2014 Annual Town Meeting (Middle School site improvements), where such funds are no longer needed, or to act in any manner relating thereto.

SCHOOL DEPARTMENT

VV

(Unanimous)

ARTICLE 2: (CPA Funds for Trail Infrastructure)

To see if the Town will vote to appropriate \$88,000 from Community Preservation Act funds for the purpose of designing and constructing a portion of the Medway Link Trail, including, but not limited to, a boardwalk, footbridge, observation platform, and signage, or act in any manner relating thereto.

OPEN SPACE COMMITTEE

VV

(Unanimous)

ARTICLE 3: (Transfer CPA Funds to Trail Improvements)

To see if the Town will vote to transfer \$7,026.77 from the Community Preservation Act funds appropriated under Article 19 of the May 2017 Annual Town Meeting for information kiosks, to fund the purchase of kiosks, signage and materials as needed for trail identification and development, or act in any manner relating thereto.

OPEN SPACE COMMITTEE

VV

(Unanimous)

ARTICLE 4: (CPA Funds for Historic Register Application)

To see if the Town will vote to appropriate from Community Preservation Fund Historical Reserves the sum of \$13,000 for the preparation of the application for the placement of the Evergreen Cemetery on the National Register of Historic Places, including all incidental and related costs, or to act in any manner relating thereto.

HISTORICAL COMMISSION

VV (Unanimous)

ARTICLE 5: (Transfer from Debt Service to DPS Facility)

To see if the Town will vote to transfer \$733,000 from the Fiscal Year 2019 Debt Service Budget to supplement the amounts appropriated under Article 16 of the May 11, 2015 Annual Town Meeting for engineering, design and project management services of a new Department of Public Services Facility, or act in any manner relating thereto.

BOARD OF SELECTMEN

VV (Unanimous)

ARTICLE 6: (Free Cash Appropriation: Transfer to Debt Stabilization)

To see if the Town will vote to appropriate \$1,250,000 from Certified Free Cash to the Debt Stabilization account, or act in any manner relating thereto.

BOARD OF SELECTMEN

VV (Unanimous)

ARTICLE 7: (Free Cash Appropriation: Capital and Other Items)

To see if the Town will vote to appropriate the sum of \$533,950 from Certified Free Cash for the purpose of funding the following capital and other items, including associated engineering, personnel, maintenance and legal service costs; said appropriations to be expended by June 30, 2019, with unexpended funds as of June 30, 2019 being returned to the General Fund, or act in any manner relating thereto.

Project	Department	Cost
Sidewalk Tractor w/ Plow, Blower & Boom Mower	DPS	\$190,000
Replace Heavy Duty Dump/Plow Truck 217	DPS	\$175,000
Replace Sander For Truck 212	DPS	\$20,000
Perimeter Fencing Idylbrook Field	DPS	\$21,000
Choate Park LCD Sign	DPS	\$45,000

Green Communities Grant Match Funding	Various	\$31,020
Police Ballistic Vests	Police	\$21,725
Automated External Defibrillators	School	\$30,205
Total		\$533,950

CAPITAL IMPROVEMENT PLANNING COMMITTEE

VV

(Unanimous)

ARTICLE 8: (Free Cash Appropriation to Street Acceptance Account)

To see if the Town will vote to appropriate \$30,000 from Certified Free Cash to the special Street Acceptance Account, or act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

(Unanimous)

ARTICLE 9: (Create Receipts Reserved for Appropriation Special Revenue

Account – EMS Services)

To see if the Town will vote, consistent with the provisions of Massachusetts General Laws Chapter 40, Section 5F, to establish a separate fund to which shall be credited fees or charges paid by or on behalf of persons transported by town ambulances, to be known as the EMS Receipts Reserved Account, which fund shall be subject to appropriation by Town Meeting for ambulance-related services and expenses, or act in any manner relating thereto.

BOARD OF SELECTMEN

VV

(Unanimous)

ARTICLE 10: (Reserve for Overlay Release; Transfer to EMS Receipts Reserved

for Appropriation Special Revenue Account)

To see if the Town will vote to transfer from Overlay Surplus the sum of \$146,952.19 to the EMS Receipts Reserved for Appropriation Special Revenue Account, or act in any manner relating thereto.

BOARD OF ASSESSORS

VV

(Unanimous)

ARTICLE 11: (Transfer to EMS Special Revenue Account)

To see if the Town will vote to transfer \$100,000 from EMS Enterprise Fund retained earnings and \$100,000 from the Fiscal Year 2019 Fire Department operations budget to the newly created EMS Receipts Reserved for Appropriation Special Revenue Account, or act in any manner relating thereto.

BOARD OF SELECTMEN

VV

(Unanimous)

ARTICLE 12: (CPA Transfers from Reserves to Retained Earnings)

To see if the Town will vote to transfer \$92,120 from Community Preservation Act reserve accounts to the unreserved fund balance as follows, or act in any manner relating thereto.

Reserve Account	Amount
Community Housing	\$30,040.00
Open Space	\$31,040.00
Historical Preservation	\$31,040.00
	\$92,120.00

COMMUNITY PRESERVATION COMMITTEE

VV

(Unanimous)

ARTICLE 13: (Charter Amendment: General Changes)

To see if the Town will vote to amend the Town Charter to make ministerial corrections and revisions, including, for example, minor, non-substantive changes to language, spelling, department names and titles, and references to state law, and further, to remove unneeded and outdated sections of the Charter, all for the purpose of providing clarity and accuracy and as set forth in the document entitled, “Proposed Baseline Amendments to Town Charter – Fall, 2018”, as on file in the Town Clerk’s office and available on the Town website; and, further, to authorize the Board of Selectmen to submit to the General Court a home rule petition or petitions to carry out the vote taken hereunder and any other vote by this Town Meeting to amend the Town Charter and to make non-substantive revisions of form as necessary to incorporate any such additional amendments, and to authorize the General Court to make changes as to form only to any bill so filed unless approved in advance by the Board of Selectmen, and to authorize the Board of Selectmen to approve such revisions as fall within the public purpose of this vote; or act in any manner relating thereto.

CHARTER REVIEW COMMITTEE

VV

(Unanimous)

ARTICLE 14: (Charter Amendment: Board of Selectmen)

To see if the Town will vote to amend the Town Charter to delete the term, “Board of Selectmen” in each instance in which it appears and replace it with the term “Executive Board”; and, further, to authorize the Board of Selectmen to submit to the General Court a home rule petition or petitions to carry out the vote taken hereunder and any other vote by this Town Meeting to amend the Town Charter and to make non-substantive revisions of form as necessary to incorporate any such additional amendments, and to authorize the General Court to make changes as to form only to any bill so filed unless approved in advance by the Board of Selectmen, and to authorize the Board of Selectmen to approve such revisions as fall within the public purpose of this vote; or act in any manner relating thereto.

CHARTER REVIEW COMMITTEE

35 in favor

motion fails

52 opposed

ARTICLE 15: (Charter Amendment: Parks and Recreation Commission)

To see if the Town will vote to amend the Town Charter to revise Chapter 3, Elections and Elected Officers, Section 10, Parks and Recreation Commission, by adding two appointed members to such Commission and establishing criteria for appointment of such members, and for such purposes, to delete said section in its entirety and replace it with the text below; and, further, to authorize the Board of Selectmen to submit to the General Court a home rule petition or petitions to carry out the vote taken hereunder and any other vote by this Town Meeting to amend the Town Charter and to make non-substantive revisions of form as necessary to incorporate any such additional amendments, and to authorize the General Court to make changes as to form only to any bill so filed unless approved in advance by the Board of Selectmen, and to authorize the Board of Selectmen to approve such revisions as fall within the public purpose of this vote; or act in any manner relating thereto.

3-10-1 There shall be a parks and recreation commission consisting of 3 members to be elected and 2 members to be appointed by the executive board each for terms of 3 years, so arranged that the term of office of as nearly an equal number of members as possible shall expire each year. The executive board shall seek to appoint persons with broad experience and perspective with respect to parks and recreation in the town, so that the composition of the board includes persons representative of various potential interests, including but not limited to, active recreation, including organized sports, preservation of green and other open space, and opportunities for passive recreation, all for the purpose of facilitating a holistic approach to managing the town's parks and recreation spaces for all residents.

3-10-2 The parks and recreation commission shall conduct and promote recreation, play, sport, physical education and other programs to meet the leisure time needs of the town. The parks and recreation commission shall have all the powers and duties provide to park and recreation commissions under the General Laws and such additional powers and duties as may be authorized by the charter, by by-law or by vote of the town meeting.

CHARTER REVIEW COMMITTEE

VV

(Majority)

ARTICLE 16: (Charter Amendment: Board of Health)

To see if the Town will vote to amend the Town Charter to revise Chapter 3, Elections and Elected Officers, Section 8, Board of Health, by adding two appointed members to such Board and establishing criteria for appointment of such members, and for such purposes, to delete said section in its entirety and replace it with the text below; and, further, to authorize the Board of Selectmen to submit to the General Court a home rule petition or petitions to carry out the vote taken hereunder and any other vote by this Town Meeting to amend the Town Charter and to make non-substantive revisions of form as necessary to incorporate any such additional amendments, and to authorize the General Court to make changes as to form only to any bill so filed unless approved in advance by the Board of Selectmen, and to authorize the Board of Selectmen to approve such revisions as fall within the public purpose of this vote, or act in any manner relating thereto.

Section 8. Board of Health

- 3-8-1 There shall be a board of health consisting of 3 members to be elected and 2 members to be appointed by the executive board, each for terms of 3 years each, so arranged that the term of office of as nearly an equal number of members as possible shall expire each year. The executive board shall seek to appoint persons with personal expertise or experience in health-related fields including but not limited to nurses, doctors, public health specialists, veterinarians, or infectious disease specialists.
- 3-8-2 The board of health shall adopt rules and regulations relative to the environment and the public health, and shall have all the powers and duties provided to boards of health under the General Laws, and such additional powers and duties as may be authorized by by-law, by vote of the Town Meeting or by this charter.

CHARTER REVIEW COMMITTEE

VV

(Majority)

ARTICLE 17: (Charter Amendment: Water and Sewer Commission)

To see if the Town will vote to amend the Town Charter to revise Chapter 3, Elections and Elected Officers, Section 9, Water and Sewer Commission, to change the name and responsibilities of such Commission, and for such purposes, to delete said section in its entirety and replace it with the text below and to make a related revision to Chapter 6, Administrative Organization, Section 2, Department of Public Works, by inserting a new section relative to rate setting and renumbering accordingly, as set forth below; and, further, to authorize the Board of Selectmen to submit to the General Court a home rule petition or petitions to carry out the vote taken hereunder and any other vote by this Town Meeting to amend the Town Charter and to make non-substantive revisions of form as necessary to incorporate any such additional amendments, and to authorize the General Court to make changes as to form only to any bill so filed unless approved in advance by the Board of Selectmen, and to authorize the Board of Selectmen to approve such revisions as fall within the public purpose of this vote; or act in any manner relating thereto.

Chapter 3, Section 9. Water and Sewer Advisory Board

- 3-9-1 There shall be a water and sewer advisory board consisting of 3 members to be elected and 2 members to be appointed by the executive board, each for terms of 3 years each, so arranged that the term of office of as nearly an equal number of members as possible shall expire each year.
- 3-9-2 The water and sewer advisory board shall advise the director of public works on policy and fiscal matters, including the annual budget and water rates, relative to the provision of municipal water system and sewer system services, and on such other matters involving the water system and sewer system as may be requested by the director of public works; provided, however, that no less than twice annually the director of public works shall meet with the advisory board at a properly posted meeting held in accordance with the open meeting law to review departmental priorities with respect to water and sewer systems.

Chapter 6, Section 2. Department of Public Works

- 6-2-3 The executive board shall be authorized to set water and sewer rates and promulgate regulations in connection with the scope of the authority of the department of public works.

Prior to taking any action hereunder, however, the executive board, following consultation with the water and sewer advisory board, shall hold a public hearing for which notice is provided on the town website and in the same manner required by the Open Meeting Law, for a period of not less than fourteen days before the date of said hearing. Any regulations promulgated hereunder shall take effect upon filing with the town clerk.

CHARTER REVIEW COMMITTEE

VV

(Majority)

ARTICLE 18: (Charter Amendment: Town Clerk)

To see if the Town will vote to amend the Town Charter, Chapter 3, Elections and Elected Officers, Section 5, Town Clerk, to change the position of Town Clerk from elected to appointed, and provide an appropriate transition process, and for such purposes, to delete said section in its entirety and to insert in Chapter 8, Section 6, or in any other appropriate location, the text set forth below addressing the transition; and, further, to authorize the Board of Selectmen to submit to the General Court a home rule petition or petitions to carry out the vote taken hereunder and any other vote by this Town Meeting to amend the Town Charter and to make non-substantive revisions of form as necessary to incorporate this and any such additional amendments, and to authorize the General Court to make changes as to form only to any bill so filed unless approved in advance by the Board of Selectmen, and to authorize the Board of Selectmen to approve such revisions as fall within the public purpose of this vote; or act in any manner relating thereto.

8-6. Upon the effective date of this act, the elected position of town clerk shall be become appointed; provided, however, that the elected incumbent holding the office of town clerk shall serve for the remainder of her unexpired term subject to recall or sooner vacating of office; upon the expiration of the elected term, the elected incumbent shall become the first appointed town clerk, subject to removal in accordance with section 5-4 of the charter set forth in section 1 of this act or her sooner vacating of office. Thereafter, appointments to the positions shall be made in accordance with section 5-2-2 of the charter set forth in section 1 of this act.

CHARTER REVIEW COMMITTEE

VV

(Majority)

ARTICLE 19: (Accept Sidewalk Easement: Mechanic Street)

To see if the Town will vote to acquire, by gift, purchase, eminent domain or otherwise, an easement for sidewalk and related purposes, including, but not limited to, public pedestrian access and access and installation, construction, maintenance, repair and replacement, on such terms and conditions as the Board of Selectmen deems to be in the best interests of the Town, on, upon, under and over property identified as Assessor's Map 47, Parcel 036, and shown as "Pedestrian Access Easement 563 S.F." on a plan of land entitled "Easement Plan of Land in Medway, MA. Scale: 1" = 20' June 5, 2018" prepared by Colonial Engineering Inc., on file with the Town Clerk, and further authorize the Board of Selectmen to execute all documents and take all actions necessary in connection therewith, or act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

(Unanimous)

ARTICLE 20: (Street Acceptance, Land Conveyance, Acquisition of Easements and Infrastructure Acceptance: Candlewood and Island Road Subdivisions and The Village at Pine Ridge Open Space Residential Development)

To see if the Town will vote to accept as public ways, the following streets as laid out by the Board of Selectmen and as shown on a plan or plans on file in the Office of the Town Clerk:

Candlewood Drive as laid out by a vote of the Board of Selectmen and shown on the plan entitled “As-Built” Acceptance Plan Candlewood Drive Medway, MA”, dated January 7, 1999, prepared by Engineering, Surveying, and Planning Associates, excluding from said layout the unconstructed portion of Candlewood Drive abutting Lots 8, 9 and 10, as shown on said plan.

Island Road in its entirety as laid out by a vote of the Board of Selectmen and shown on the plan entitled “Subdivision As-Built ‘Island Road’ Medway, MA”, dated February 15, 1995, prepared by Engineering, Surveying and Planning Associates.

And further to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise a parcel of land totaling 62,646 sq. ft. more or less identified as “Parcel A” on a plan entitled “Candlewood’ Definitive Subdivision Plan in Medway (Norfolk County) in Massachusetts”, dated March 22, 1993, recorded at the Norfolk County Registry of Deeds in Plan Book 419 as Plan 9, to be used by the Town for drainage purposes and for public pedestrian access between the Candlewood Drive and Island Road subdivisions.

And further to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise a non-exclusive perpetual access easement on and over a portion of Pine Ridge Drive shown as “Prop. 24 Wide Public Access Easement” including three adjacent parking spaces, and a non-exclusive perpetual access easement shown as “Prop. 20’ Wide Public Access Easement” for purposes of enabling Town employees and officials and members of the public to access “Parcel C Open Space”, all as shown on Sheet 2 of 23 of a plan of land entitled “The Village at Pine Ridge Definitive OSRD Development Plan in Medway, Massachusetts” dated March 28, 2006, last revised September 6, 2006, by Faist Engineering, recorded with the Norfolk County Registry of Deeds on October 18, 2006 in Plan Book 561, Plan 33.

And further to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise, and to accept the deed or deeds to the Town of a fee simple interest or easements in said streets and any associated drainage, utility or other easements for said streets, and for any trail or public access easements and to appropriate a sum of money for this purpose and any related expenses.

And further to authorize the Board of Selectmen and town officers to take any and all related actions necessary or appropriate to carry out the purposes of this article;

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

(Unanimous)

ARTICLE 21: (Grant Utility Easement: 76 Oakland St)

To see if the Town will vote to authorize the Board of Selectmen to grant to Verizon New England Inc. a permanent utility easement over a portion of 76 Oakland Street on such terms and conditions as the Board of Selectmen shall deem to be in the best interests of the Town, and to authorize the Board of Selectmen and other Town officials to take any and all related actions necessary or appropriate to carry out the purposes of this article, or act in any manner relating thereto.

BOARD OF SELECTMEN

VV

(Unanimous)

ARTICLE 22: (Amend General Bylaw: Accepting Gifts of Land for Various Purposes)

To see if the Town will vote to amend the Town of Medway General Bylaws Article II Town Officers and Their Duties by adding a new subsection to 2.6 as follows:

- (b) The Selectmen may accept on behalf of the Town of Medway gifts of land and interests in land for the following purposes: walkway and sidewalk purposes, water and sewer purposes, storm drainage, above and below ground general drainage purposes, for slope maintenance purposes, for purposes of rounding street corners, and for any purpose approved by the Planning and Economic Development Board and shown on a plan approved by the Planning and Economic Development Board under Massachusetts General Laws, Chapter 41, Sections 81K to 81Y inclusive.

Or act in any manner relating thereto.

BOARD OF SELECTMEN

VV

(Unanimous)

ARTICLE 23: (Zoning Bylaw Amendment: Adaptive Use Overlay District)

To see if the Town will vote to amend the Town of Medway Zoning Bylaws, Section 5.6.2 Adaptive Use Overlay District, by adding a new subsection to Section 5.6.2.D.2 as follows: “i. museum”, and revising the current subsection i to read as follows: “j. The alteration of, addition to, and/or conversion of an existing building to one or two residential dwelling units and one or more business uses listed in items a-i above, provided that the appearance of the building is characteristic of a single-family dwelling”, or act in any manner relating thereto.

BOARD OF SELECTMEN

VV

(Unanimous)

ARTICLE 24: (Zoning Bylaw Amendment: Multifamily Housing)

To see if the Town will vote to amend the Zoning Bylaw by revising certain portions of Section 5.6.4 Multifamily Housing as follows. Added text is indicated in **bold**. Deleted text is shown with ~~strikethroughs~~.

5.6.4 Multifamily Housing

A. **Purpose:** The purpose of this sub-section is to further the goals of the Medway Master Plan and the Medway Housing Production Plan to encourage the provision of a diversity of housing types, to promote pedestrian oriented development, **to encourage the preservation of older and architecturally significant properties**, and to increase the number of affordable housing units by establishing a special permit option to allow for the development of Multifamily Dwellings or Apartment Houses, and Multifamily Developments within the capacities of existing Town utilities and services.

B. **Applicability:**

1. The Planning and Economic Development Board may grant a Multifamily Housing special permit for a Multifamily Dwelling or Apartment House, and/or a Multifamily Development on a tract of land within the AR-I, AR-II, Village Residential, **or** Village Commercial zoning districts whether on one parcel or a set of contiguous parcels, with a minimum of fifty feet of frontage on an existing street located within the Multifamily Housing Overlay District as shown on a map on file with the Medway Town Clerk. The street **that provides frontage** shall, in the opinion of the Planning and Economic Development Board, have sufficient capacity to accommodate the projected additional traffic flow from the development.

(Amended 11-14-16)

2. Tracts of land within residential subdivisions approved and constructed under the Subdivision Control Law since September 29, 1952 or granted a special permit under the Medway Zoning Bylaw shall not be eligible for a special permit under this ~~Ssub-S~~section.
3. ~~Multifamily Dwellings or Apartment Houses and Multifamily Developments within the Adaptive Use Overlay District must comply with the Medway Zoning Bylaw, Adaptive Use Special Permit Site Development Standards.~~

~~4.3.~~ These provisions apply to the following:

- a. The alteration, ~~rehabilitation, and~~ conversion, **or** ~~adaptive reuse~~ of existing buildings
- b. Construction of new buildings or additions to existing buildings.

C. **Dimensional Regulations:**

1. The minimum dimensional requirements **as specified in Table 2 for area and setbacks** shall be the same as for the underlying zoning district in which the parcel is located. However, the Planning and Economic Development Board may adjust these dimensional requirements by a four-fifths vote if, in its opinion, such adjustment will result in a more desirable design of the development or provide enhanced buffering for adjacent residential properties.

2. Legally pre-existing nonconforming buildings shall be eligible for a Multifamily Housing special permit provided there is no increase in any dimensional nonconformity or the creation of a new nonconformity, and the applicant can demonstrate compliance with the parking and open space requirements of this **sub-section**.
3. Maximum building height: 40' **except that the maximum building height for a property located within the Medway Village or Rabbit Hill Historic Districts shall not exceed 35'.**

D. Density Regulations: ~~The density of a Multifamily Dwelling or Apartment House, and a Multifamily Development shall not exceed twelve dwelling units per whole acre or portions thereof, except that the Planning and Economic Development Board may grant a density bonus for one or more of the following:~~

- ~~1. + one unit when the project involves the rehabilitation/adaptive reuse of an existing structure at least seventy-five years of age and is completed in a manner that preserves and/or enhances the exterior architectural features of the building;—~~
- ~~2. + one unit for each three thousand sq. ft. of existing interior finished space that is substantially rehabilitated in accordance with the Board's *Multifamily Housing Rules and Regulations*.—~~
- ~~3. + two units when twenty-five percent of the dwelling units are designated as affordable independent of the provisions of the Section 8.6 Affordable Housing.—~~

~~In no case shall total density, including bonus units, exceed twenty dwelling units per acres.—~~

- 1. For lots of 1 acre or more, the density of a Multifamily Dwelling or Apartment House, and a Multifamily Development shall not exceed 12 dwelling units per whole acre.**
- 2. For lots under 1 acre as of November 19, 2018, the density of a Multifamily Dwelling or Apartment House, and a Multifamily Development shall not exceed its relative portion of an acre. For example, the maximum density of a .6 acre lot shall not exceed 7 dwelling units.**

E. Special Regulations:

1. Affordable Housing Requirement: Projects approved pursuant to this ~~Ssub-S~~section shall comply with:
 - ~~a. Tthe Town's Affordable Housing requirements as specified in Section 8.6 Affordable Housing;~~
 - ~~b. the Massachusetts Department of Housing and Community Development (DHCD)'s Local Initiative Program (LIP) Guidelines, July 1996, as may be amended; and—~~
2. Open Space: There shall be an open space or yard area equal to at least fifteen percent of the parcel's (s) total area. This area shall be unpaved and may be landscaped or left natural, with the balance being trees, shrubs and grass suitable for the site. This area shall not be built upon but may include a play area.
3. Parking: At least one and one-half off-street parking spaces shall be provided for each dwelling unit plus one additional visitor parking space for every two dwelling units.
4. There shall be Town water and sewer available in the street on which the Multifamily

Dwelling or Apartment House or Multifamily Development has its frontage and said water and sewer lines shall have sufficient capacity to accommodate the project.

5. A Multifamily Dwelling or Apartment House shall not contain more than twelve dwelling units **per building**.
6. Any Multifamily Development shall not exceed forty dwelling units.
7. **Historic Properties:** Any property proposed for a Multifamily Dwelling or Apartment House, and/or a Multifamily Development pursuant to this sub-section which includes a building that is 75 years of age or older shall be reviewed by the Medway Historical Commission to determine if it is an “historically significant building” in accordance with the criteria specified in Medway General Bylaws Article 17 Historical Properties. If so determined, the property shall comply with the following additional requirements:
 - a. A historically significant building shall not be demolished unless:
 - 1) The Inspector of Buildings has determined that it is unused, uninhabited or abandoned, and open to the weather; or
 - 2) The Board of Selectmen or the Board of Health has determined it to be a nuisance or dangerous pursuant to applicable state laws and/or the State Building Code;
 - b. Renovation of a historically significant building shall be completed in a manner that preserves and/or enhances the building’s historic exterior architecture and features;
 - c. The project may include new construction which shall be designed to be consistent with the historic nature of the property, its primary building, and the surrounding neighborhood including buildings which characterize historic homes, carriage houses, barns, sheds, garages, agricultural buildings, other similar out buildings, and historic forms of house additions traditionally undertaken in the neighborhood.

F. **Rules and Regulations:** The Planning and Economic Development Board ~~shall~~ **may** adopt *Multifamily Housing Rules and Regulations* which shall include application submittal requirements, public hearing and review procedures, and site development and design standards including but not limited to landscaping, buffering, lighting, building style, pedestrian access, off-street parking, utilities, and waste disposal. **Such Multifamily Rules and Regulations shall be filed with the Town Clerk.**

G. **Development Limitation:** The maximum number of Multifamily Dwelling units authorized pursuant to this sub-section shall not exceed five percent of the number of detached single-family dwellings located in the Town of Medway, as determined by the Board of Assessors.

H. **Special Permit Procedures:**

1. The special permit application, public hearing, and decision procedures shall be in accordance with this ~~Sub-Section~~, the Planning and Economic Development Board’s *Multifamily Housing Rules and Regulations*, **Section 3.4 Special Permits**, and Section 3.5 Site Plan Review ~~and Approval~~.
2. Application Requirements. The Applicant shall submit a Multifamily Housing special permit application together with the size, form, number, and contents of the required plans and any supplemental information as ~~required~~ **specified** in the Planning and Economic Development Board’s *Multifamily Housing Rules and Regulations*.
3. The special permit review of Multifamily Dwelling or Apartment Houses, and Multifamily Developments shall incorporate site plan review pursuant to Section 3.5 Site Plan Review ~~and Approval~~.

- I. **Decision:** The Planning and Economic Development Board may grant a Multifamily Housing special permit with any conditions, safeguards, and limitations necessary to mitigate the project's impact on the surrounding area and to ensure compliance with this ~~Ssub-S~~section, **Section 3.4 Special Permits**, and Section 3.5 Site Plan Review and Approval, upon finding that the Multifamily Dwelling or Apartment House, or the Multifamily Development will:
1. meet the purposes and requirements of this ~~Ssub-S~~section, and the Planning and Economic Development Board's *Multifamily Housing Rules and Regulations* and *Site Plan Rules and Regulations*;
 2. is consistent with the goals of ~~the Medway Master Plan and~~ the Medway Housing Production Plan;
 3. not have a detrimental impact on abutting properties and adjacent neighborhoods or such impacts are adequately mitigated;
 4. provide for greater variety and type of housing stock.
 5. **be designed in a manner that is reflective of or compatible with the character of the surrounding neighborhood.**

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

2/3 MAJORITY

ARTICLE 25: (Zoning Bylaw Amendment: Variances)

To see if the Town will vote to amend the Zoning Bylaw by revising Section 3.2.B.4 Zoning Board of Appeals Powers to read as follows, (added text is indicated in bold):

4. To hear and decide petitions for variances in accordance with G.L. c. 40A, §10, **including variances authorizing a use or activity not otherwise permitted in a particular zoning district.**

VV

2/3 MAJORITY

PLANNING AND ECONOMIC DEVELOPMENT BOARD

Meeting adjourned at 9:15 PM

A 101 voters in attendance

MARRIAGES RECORDED IN THE TOWN OF MEDWAY

2018

	COUPLE	RESIDENCE	LOCATION/OFFICIANT
JAN			
10	LUKE MARK ROTHERO	MEDWAY	MEDWAY
	AUTUMN LYNN RICHARD	MEDWAY	Taylor Sullivan, Solemnizer
18	KATYA ANNE SIVACEK	MEDWAY	WORCESTER
	GEORGE ELIAS AOUDE	MEDWAY	Rev. Milad Selim, Priest
19	CELITA EMILIEN	MEDWAY	MEDWAY
	SCHNEIDER JEAN	MALDEN	Charlene Tingley, JP
FEB			
08	KAREN ANN WARD	MEDWAY	BROOKLINE
	RICHARD D. HOFHAUG	MEDWAY	John Mayo, Jr, JP
10	ALYSSA AARON PARKER	MEDWAY	STURBRIDGE
	LUKE COLLIN HANLIN	MEDWAY	Dawn Jordan, JP
MAR			
01	KHENG-ANN LIM	MEDWAY	FRANKLIN
	DANIEL ADAM FIELDS	MEDWAY	Curtis Patalano, JP
APR			
06	ADAM C. HOPKINS	MEDWAY	MEDWAY
	BRITTNI E. BOOTH	WRENTHAM	Charlene Tingley, JP
07	JESSICA OSENTON	MEDWAY	MEDWAY
	ANDREW P. DONOVAN	MEDWAY	Sandra Golebiewski, JP
13	GAYATRIBEN PATEL	MILLIS	MEDWAY
	CHETANKUMAR PATEL	MILLIS	Maryjane White, JP

20	MARIA S. D'ERAMO	MEDWAY	UXBRIDGE
	DAVID J. GRIFFITHS	MEDWAY	James B. Flynn, Priest
28	TANYA RENEE ANZUONI	MEDWAY	MEDWAY
	BRENDAN R. MCDONALD	UXBRIDGE	Timothy Moran, Priest
MAY			
19	SCOTT M. ROJEE	MEDWAY	HUDSON
	MOLLY ANN GOVE	MEDWAY	Brian Rojee, Solemnizer
27	KELLEY E. MARCHAND	W. NEWTON	NEWTON
	BRYAN J. MOYLAN	MEDWAY	Daniel O'Connor, Clergy
JUN			
29	JORDAN RUI MOTA	SOMERSET	MEDWAY
	BRITTANY ANN VIERA	WOONSOCKET, RI	Maryjane White, JP
JUL			
07	DEVIN F. KEANE	MEDWAY	MEDWAY
	KATHERINE C. POWERS	MEDWAY	Timothy Puopolo, Solemnizer
11	DAVID B. L. CHARLOFF	MEDWAY	MEDWAY
	CATHERINE L. ASHLEY	RALEIGH, NC	Maryjane White, JP
AUG			
05	MATTHEW A. MORIN	MEDWAY	STOUGHTON
	JAYMIE P. PROCACCINI	MEDWAY	Judith Daubney, Solemnizer
18	MORIAH C. MERRIFIELD	MEDWAY	UPTON
	JOSHUA I. BOWDEN	MEDWAY	Jason E. Walker, Reverend
25	JESSICA A. COBURN	MEDWAY	MILFORD
	ALAN P. MCCARTHY	MEDWAY	Michael L. Backer, JP
SEP			

10	PAUL J. CARUSO, JR	MEDWAY	MEDWAY
	KATHRYN A. DELGER	QUINCY	Charlene Tingley, JP
13	ALAN J. WISH	FRAMINGHAM	MEDWAY
	CARA A. RICCIO	S. DARTMOUTH	Maryjane White, JP
21	JENNIFER L. ROBIE	MEDWAY	BELLINGHAM
	CHRISTOPHER J. LADD	MEDWAY	Patrick Higgins, Solemnizer
27	COURTNEY P. HENNESSEY	MEDWAY	UXBRIDGE
	ALAN J. STINCHFIELD	MEDWAY	Holly Gallerani, JP
28	ANDREW P. WALLACE	BURLINGTON, VT	UXBRIDGE
	NICOLE M. TWAMLEY	BURLINGTON, VT	Peter Wallace, Solemnizer
29	AISHA S. MONDLEY	ATTLEBORO	FAIRHAVEN
	JOHN M. BATES	ATTLEBORO	Rev. C. Lackard, Solemnizer
29	KATHERINE C. HANSON	PROVIDENCE, RI	MEDWAY
	JONATHAN M. DEL SESTO	PROVIDENCE, RI	Steven T. Brosnihan, Solemn.
30	BRIAN A. BETTENCOURT	MEDWAY	MEDWAY
	CARLY F. BAKER	MEDWAY	Rev. N. Detering, Clergy
OCT			
12	LEANNE M. MOLLUNG	MEDWAY	EAST BRIDGEWATER
	STEPHEN C. BEECHER	MEDWAY	Stoddard Melhado, JP
27	KELLY MARIE HOWLAND	MEDWAY	NATICK
	TIMOTHY L. LHAMON	MEDWAY	Mark G. Glass, Solemnizer
NOV			
11	SHANNON E. HODGE	MEDWAY	MEDWAY
	BRIAN M. WARFIELD	MEDWAY	Timothy Moran, Priest

DEC

02	MARIA L. VARRICHIONE	MEDWAY	MENDON
	DAVID P. CALITRI	MEDWAY	Philip McCutchen, Clergy
21	TERRENCE L. GALINDO	MEDWAY	WELLESLEY
	LISA METZEN	MEDWAY	Cathryn J. Katz, JP
21	NATALIYA PETRENKO	W. WARWICK, RI	MEDWAY
	IGOR KHARDIKOV	MEDWAY	Charlene Tingley, JP

DEATHS RECORDED IN THE TOWN OF MEDWAY

2018

MONTH	NAME	RESIDENCE	AGE
JAN			
01	GEORGE J. MUNGER	MEDWAY	66
07	LUIGI CERUNDOLO	FRANKLIN	82
10	LAURENCE E. MINTZ	NEEDHAM	83
15	DONALD MCPHERSON	FALL RIVER	70
21	ANNA L. ACCORSI	FRANKLIN	102
22	JENNIE L. CLARK	MEDWAY	89
24	RICHARD ST. HILAIRE	MEDWAY	72
25	MARY AUGUSTA PROCTOR	MEDWAY	78
27	STEPHEN ZANDE	MEDWAY	69
29	DORIS VIRGINIA WILBUR	MEDWAY	103
30	MARIE CATHERINE BASSIGNANI	MEDWAY	90
FEB			
02	JOHN JOSEPH FLAHERTY	MEDWAY	81

02	PATRICK LAWRENCE CUFF	MEDWAY	27
03	WILLIAM H. RING, JR.	MEDWAY	77
11	GEORGE RICHARD RENEY	FRANKLIN	86
21	JOSEPHINE L. DEGEORGE	MILFORD	91
21	ELINOR MARIE SHEEHAN	MEDWAY	88
24	KRISHAN MOHAN CHAWLA	MEDWAY	89
26	BETH STEWARD DUPUY	MEDWAY	65
MAR			
12	EDWARD F. CAHILL	MEDWAY	84
APR			
10	JOAN C. HAVENS	MEDWAY	91
14	ANA ELIZA MIRANDA MARTINS	MEDWAY	66
14	FRANK J. MANGANELLO	MEDWAY	88
20	RALPH EDWARD SUTHERLAND	MEDWAY	74
20	JEANNE R. BISSEN	MEDWAY	90
21	MARGARET E. HOLST	FRANKLIN	76
23	KAUSHAL S. DESAI	MEDWAY	24
27	IRENE ANN AUGUSTUS	MEDWAY	82
MAY			
02	JEANNETTE C. FORCIER	BELLINGHAM	86
03	THERESA KENDALL	MEDWAY	90
05	VIRGINIA M. NAUSS	MEDWAY	93
17	CLAIRE HELEN LAMBIRTH	MEDWAY	74
17	KIMBERLY A. DEGEROLAMO	MEDWAY	51
18	EDNA LUCILLE MACDONALD	MEDWAY	85

20	CINDY JEAN BIGELOW	MEDWAY	63
21	DEBORAH ANN SAMUEL	MEDWAY	48
22	ALICE LILLIAN MORSE	HOLLISTON	81
23	PEDRO AVILES	MEDWAY	94
JUN			
07	JOSEPH K. TRACY	MEDWAY	90
08	ELISABETH SALGER	BELLINGHAM	84
11	MARY N. COSTELLO	MEDWAY	91
13	ROSE M. HOOPER	MEDWAY	89
13	ELLA M. RUSSO	MEDWAY	91
17	JOSEPH MICHAEL CUOMO	MEDWAY	89
19	GENEVIEVE M. KNOETGEN	MILLIS	87
21	RICHARD E. WRENN	BELLINGHAM	83
21	CAROL R. MACWHINNIE	MEDWAY	72
22	SUMNER HENRY BERNSTEIN	MEDWAY	87
23	PHYLLIS R. DEVEAUX	MILFORD	79
27	KATHLEEN PAQUIN	MILFORD	78
JUL			
08	GEORGE A. ANZIVINO, SR.	MEDWAY	92
08	MARY AQUINO	MEDWAY	87
13	ROSE P. DUNNEBIER	FRANKLIN	89
14	GILBERT F. GIBBS	MEDWAY	91
16	ALFRED FEDERICO	MEDWAY	70
18	ADEL A. RIDA	MEDWAY	75
20	DEAN CHAMPAGNE DOUCETTE	MEDWAY	66

31	JANICE RUTH TANNER	MEDWAY	86
AUG			
01	RUTH B. KRZYWICKI	HOLLISTON	85
02	ESTHER C. PELLEGRINI	FRANKLIN	97
02	ARTHUR JOSEPH NAUSS	MEDWAY	90
08	JOHN JAMES EARLY	MEDWAY	89
08	MARY THERESA ROBBINS	NORFOLK	94
09	KAREN K. MCALLISTER	MEDWAY	74
13	DAVID JOSEPH MOORE	HOLLISTON	86
14	MICHAEL DELGENIO	MEDWAY	93
14	ROBERT E. DE JOIE	MEDWAY	90
14	ALVAN B. BOYD	MEDWAY	85
14	DIANE P. CARR STATON	MEDWAY	82
17	HEATHER J. PARRY	MEDWAY	83
20	JOY LANOIR IAFOLLA	MEDFIELD	92
20	IRENE MARY COLLINS	FRAMINGHAM	85
SEP			
02	MAJ-BRITT E. NOONAN	HOLLISTON	85
04	ROBERT P. SULLIVAN	MEDWAY	54
05	SHARON L. HOWLAND	MEDWAY	70
07	GERALD TROY WALL	MEDWAY	70
13	ROSALIND SALLY SMITH	MEDWAY	91
14	DIANE M. HANDY	MEDWAY	74
20	SEAN M. FLAHERTY	BELLINGHAM	41
22	MICHAEL J. CONSOLETTI, III	MEDWAY	73

23	CHARLOTTE HOWARD	MEDWAY	83
26	ALICE L. STEWART	MEDWAY	93
27	DAVID P. HARRINGTON	MEDWAY	77
30	CHARLES E. GOLDING	BELLINGHAM	81
30	SANDRA M. HALTOM	FRANKLIN	77
OCT			
04	PATRICIA A. CURRUL	MEDWAY	71
05	MYRTLE ADELAIDE MILLER	MEDWAY	88
16	ARLENE MERLINE	FRANKLIN	80
16	HELEN M. D'ALESSANDRO	MEDWAY	95
19	BENNETT L. GENERAZIO	MEDWAY	68
21	HALEM MEZINI	MILLIS	98
28	SHAYLA MICHELLE LYNCH	MEDWAY	19
30	JANET GAIL ANDERSON	MEDWAY	79
31	DAVID LEWIS KUTCHEN	MEDWAY	101
NOV			
03	JAMES RAY DOWNING, JR	MEDWAY	89
06	VERONICA M. CENEDELLA	MEDWAY	91
07	VINCENT JAMES FASOLINO	MEDWAY	3 HRS
11	PHILIP GEORGE LEFEBVRE	MEDWAY	78
15	EDWARD F. MCBRIDE	MILLIS	84
21	DUNCAN ANGUS MACKINNON	MEDWAY	74
DEC			
05	THOMAS MOLONEY	MEDWAY	79
09	ANNE E. JOHNSON	MEDWAY	70

12	KENNETH R. TIERNAN	FRAMINGHAM	79
12	ROGER WALTON NEAL	MEDWAY	75
13	GEORGE BENSON JOHNSON	MEDWAY	94
19	DIANE M. MAKRIN	MEDWAY	76
27	PEDRO RIVERA CALDERON	MILFORD	83
27	ANITA J. BENDER	NEW HAMPSHIRE	97
28	LORRAINE E. GARLAND	FLORIDA	89
30	JUDITH M. HEZLITT	MEDWAY	66

May 15, 2019 Town Election

	PREC. 1	PREC. 2	PREC. 3	PREC. 4	TOTAL
SELECTMEN 3yr					
Dennis Crowley	128	159	179	218	684
Richard D'Innocenzo	127	147	173	190	637
scattering	3	10	2	7	22
blanks	64	114	86	143	407
total	322	430	440	558	1750
TOWN CLERK 3yr					
Maryjane White	136	187	190	246	759
scattering	1	1	0	1	3
blanks	24	27	30	32	113
total	161	215	220	279	875
BOARD OF HEALTH 3 yr					
John A. Mill III	121	166	180	226	693
scattering	1	8	1	1	11
blanks	39	41	39	52	171
total	161	215	220	279	875
SCHOOL COMMITTEE 3 YR					
Cindy Sullivan	112	146	176	199	633
scattering	3	3	0	2	8
blanks	46	66	44	78	234
total	161	215	220	279	875
SCHOOL COMMITTEE 1yr					
Michael J. Callahan	64	75	95	111	345
Lauren Nasiff	92	135	123	159	509
scattering	0	0	0	0	0
blanks	5	5	2	9	21
total	161	215	220	279	875
PARK COMMISSION 3YR					
Paul Mahoney	56	80	86	119	341
Debi Rossi	91	115	124	149	479
Scattering	0	0	0	0	0
blanks	14	20	10	11	55
total	161	215	220	279	875
LIBRARY TRUSTEES 3YR					

Dane Burkhardt	123	163	179	214	679
scattering	1	0	0	0	1
blanks	37	52	41	65	195
total	161	215	220	279	875
BOARD OF WATER/SEWER COMMISSIONERS 3YRS					
Francis E. (Ted) Kenney Jr.	114	150	175	200	639
scattering	2	0	0	1	3
blanks	45	65	45	78	233
total	161	215	220	279	875
BOARD OF WATER/SEWER COMMISSIONERS 2YR					
Barry Zide	118	158	175	211	662
scattering	3	0	0	0	3
blanks	40	57	45	68	210
total	161	215	220	279	875
PLANNING AND ECONOMIC DEV BOARD 3 yrs					
Thomas A. Gay	119	163	180	211	673
scattering	2	1	0	0	3
blanks	40	51	40	68	199
total	161	215	220	279	875
REDEVELOPMENT BOARD 5yrs					
Michael Griffin	119	162	177	218	676
scattering	1	0	1	0	2
blanks	41	53	42	61	197
total	161	215	220	279	875

Report of the Board of Health

The Health Department's mission is to preserve and protect public health in the community, by preventing disease and assuring safety and environmental quality. This objective is carried out through routine inspections, complaint investigations, permitting and plan reviews. The department also develops regulations and programs to address existing and future public health issues and to promote preventative public health. It is through these proactive efforts that the Health Department is helping to improve the status and quality of life for all members of the community.

Description of services include:

- Permitting/Licensing of food/retail establishments, tobacco vendors, summer camps, pools/swimming areas, septic haulers/installers, solid waste haulers, septic installations,

private & irrigation well installations, percolation tests, tanning & body art facilities, and farm animals

- Enforcement of state and local regulations relating to public health, safety and the environment.
- Consult on Health and Wellness services through the contracted Visiting Nurse Association (VNA).
- Enforce State Sanitary Code
- Enforce the State Environmental Code
- Protection of ground water and public drinking wells, and other environmental concerns.
- Participation in mosquito control program-Norfolk County Mosquito Control.
- Hazardous waste collection and disposal.
- Participation in local and regional emergency preparedness.
- Conduct all complaint investigations as well as any other health concern.
- Public Health Prevention programs and administration, participating in grants as offered to better the community

PERMITS/LICENSES ISSUED:

Food/Retail Service	82
Tobacco	12
Solid Waste Haulers	10
Septic Installers	24
Percolation Tests	26
Septic Repairs	35
New Septic Systems	4
Septic Abandonments	10
Septic Haulers	18
Wells	4
Animal	43
Camp	1

Accomplishments for the year include:

- Conducted 2 Flu Clinics, one at the Senior Center and the other at the High School and vaccinated 155 residents
- Renewed the Salmon VNA & Hospice contract
- Continuation of Tobacco Control Program compliance checks
- Up-dated the Hazardous Mitigation Plan for the town
- Continuation of the Needle/Syringe Disposal Program
- Received certification by the State Emergency Response Commission for the Central Norfolk Regional Planning Committee (LEPC)

Respectfully submitted,

Beth Hallal, R. S.
Medway Health Director

Report of the Building Department

The goals of the Medway Building Department are to promote the general health, safety and welfare of the citizens of Medway. We believe the residents, business owners, and contractors deserve professional and efficient guidance in accordance with the codes and ordinances we enforce. We make all attempts to serve our community in a courteous, professional, and timely manner. Our actions reflect that of honesty, integrity and fairness in all aspects of our department.

The Medway Building Department is responsible for the enforcement of State of Massachusetts; building, electrical, and plumbing codes. These codes and ordinances govern the construction, rehabilitation and maintenance of residential and commercial buildings and property in the town.

The Building Department's permitting procedure are as followed. Once an application has been applied for, it is immediately filtered to the correct Inspector (Building/Mechanical, Electrical, Plumbing/Gas), through our online permitting system. Once viewed and confirmed that all pertaining documents needed have been submitted, the permit will be issued and the appropriate periodic inspections will be completed per the applicable codes

Additionally, this department enforces all Zoning Variances, Special Permits, and Site Plan

Approvals. On a regular basis we conduct safety inspections at places of assembly, restaurants, religious institutions, child day care facilities, and other places we either feel need an inspection or are invited to inspect. We also field numerous complaints from the public resulting in fines or prosecution when necessary to obtain code compliance and public safety.

The Building Department Commissioner, John "Jack" Mee currently oversees the department which consists of the following employees and/or contracted employees:

- Rindo Barese, Deputy Building Inspector
- Kelly O'Brien, Administrative Assistant
- James Coakley, Contracted Plumbing/Gas Inspector
- Jennifer Sweet, Contracted Chief Electrical Inspector
- Mike Giampietro, Contracted Building Inspector (per-diem)
- Jerry Smolinski, Contracted Plumbing/Gas Inspector (per-diem)
- Dennis Ceruti, Contracted Electrical Inspector (per-diem)
- Brian Leary, Contracted Electrical Inspector (per-diem)
- W. James Allshouse, Contracted Weights and Measures Sealer

Below is a breakdown of permits issued by the Building Department between January 1, 2018 through December 31, 2018.

	Commercial	Electrical	Gas	Mechanical	Plumbing	Residential	Misc*	Monthly Totals
Jan	5	38	31	9	44	32	6	165
Feb	3	26	27	6	36	36	1	135
Mar	4	43	18	3	23	28	1	120
Apr	10	38	16	2	21	47	7	141
May	3	34	16	3	34	55	8	153
Jun	13	64	32	5	29	48	0	191
Jul	8	50	20	0	26	51	0	155
Aug	7	52	27	5	21	48	0	160
Sep	6	48	31	6	29	58	1	179
Oct	6	60	34	3	34	68	0	205
Nov	4	58	37	9	37	57	1	203
Dec	1	46	28	3	16	42	1	137
Permit Totals 2018	70	517	317	54	350	570	26	

**Misc includes any permit that is rarely obtained such as fuel oil burning, request for annual inspection, trench, periodic, tent/trailer, and certificate of occupancy*

A few of the current and / or ongoing projects within the town include; Millstone Development (over 55 housing project), Exelon power plant expansion, O'Brien & sons new commercial building, Merrimack Building Supply expansion and Country Cottage Day Care new commercial building

Respectfully Submitted,

John "Jack" Mee

REPORT OF THE MEDWAY FIRE DEPARTMENT

2018 was a tremendous year for the Medway Fire Department. In addition to hiring 4 new Firefighters through a federal grant, staffing adequately for Fire & Emergency Response, the Department was licensed to an Advanced Life Support level meaning we do not have to rely on an outside entity to provide the townspeople with lifesaving interventions. Our department is now staffed with 4 Firefighter/EMTs or Firefighter/Paramedics per shift and our Headquarters station is staffed 24/7. The department responded to 1,968 emergency ambulance, fire, and rescue calls. Of those calls, we transported a patient to the hospital 862 times. In addition, the department handled 858 other non-emergency type incidents such as fire alarm maintenance, inspections, and training calls. Our emergency calls for service increased by nearly 13% again last year from the previous year. We have seen an increase in emergency calls of over 52% since 2010.

Through the generosity of the Town we added new rescue airbags, a new command vehicle

which is equipped to light up an emergency scene, and is transitioning to radio box fire alarm transmitting and receiving equipment. We also took delivery of our foam engine in which the driver operator of the truck can control the pump and bumper mounted nozzle to get rapid application of foam extinguishing agent onto petroleum based fires. We also received a grant from the Commonwealth to upgrade some communications equipment for our members.

We worked and continue to work collaboratively with the Massachusetts Fire Academy on regional training. We trained together with the Medway Police Department for hostile events response. We continue to work with the Police Department to refine plans for our hostile events responses. We continue to increase our fire prevention activities too. Not only are we conducting more inspections and reviewing more plans for proposed developments, we are providing fire education in the schools and for our experienced population at the Medway Senior Center. This is made possible by a SAFE grant from the Department of Fire Services. We have implemented free smoke detector installation in existing homes. The department received a cache of battery operated smoke and carbon monoxide detectors courtesy of a program sponsored by Kidde, ABC, and The Home Depot.

None of this would have been possible without the support of the residents and business owners in the Town of Medway, thank you! I would also like to thank The Medway Board of Selectmen, Finance Committee, Capital Improvement Committee, Town Administrator Michael Boynton and the Town Manager's office, Finance Director Carol Pratt and the accounting office, Joanne Russo and the treasurer's office, Katherine Bird, Director of Communications Sandra Johnston, Commissioner Mee and the building department, Mary Jane White and the town clerk's office, Rich Boucher and the IT department, Barbara St. Andrade and the Community and Economic Development office, Donna Greenwood and the assessor's office, Courtney Riley and the Council on Aging, Dave D'Amico and the Department of Public Services, Dr. Armand Pires and the school department, and Chief Allen Tingley and the Medway Police Department for their continued support. Without it we could not have accomplished what we did this year.

I would like to take this time to acknowledge the passing of retired Medway Deputy Fire Chief Alvan Boyd and remember all those who have served and passed on, you will never be forgotten. Lastly I would like to take this time to thank the dedicated men and women of the Medway Fire Department. Each year I grow prouder of the accomplishments we achieve together. We continue to strive for perfection and provide the best Fire and Emergency Medical Services possible. Without them the Department could not be as good as it is. Thank you.

Respectfully submitted,

Chief Jeffrey P. Lynch

MEDWAY POLICE DEPARTMENT

2018

CHIEF OF POLICE

Allen M. Tingley

LIEUTENANTS

William Kingsbury

David McSweeney

SERGEANTS

Jeffery W. Watson

Jason P. Brennan
John Meincke

Stephen Mitchell

DETECTIVE

Sgt. Matthew Reardon

POLICE OFFICERS

Joseph R. MacDougall
Robert O'Neill (SRO)
Ryan Ober
William White
Lauren Swarthout
Meghan Casey

John Rojee
Paul McLaughlin
William Freitas
Thomas Godino
Carl Sheppard

Derek Harrington
Peter Fasolino
Anthony Nigro
Carl Sheppard
John Gasparrini

Administrative Assistant

Erin Sullivan

POLICE & FIRE COMMUNICATIONS Officers

Nicole Connors
Nick Saletnick
Ryan Kahn *

Ryan Kingsbury
Kevin Ober

Ben Leazott

*Denotes part time or as needed

PERMANENT INTERMITTENT POLICE OFFICERS

Thomas Hamano

SPECIAL POLICE OFFICERS

David Lambirth
Jerry Tracy
Kevin Brennan
Jerry Tracy
Andrew Mahan

Frederick Paulette
James Boyan
William Boultenhouse
Cheryl Goodspeed
Michael Heavy

Richard Malo
Robert Rojee
Donald Grimes
Barbara Trufant
Thomas Hammano

SCHOOL TRAFFIC CROSSING GUARDS

Cheryl Goodspeed

Deborah Lavalley

Gale Wilcox

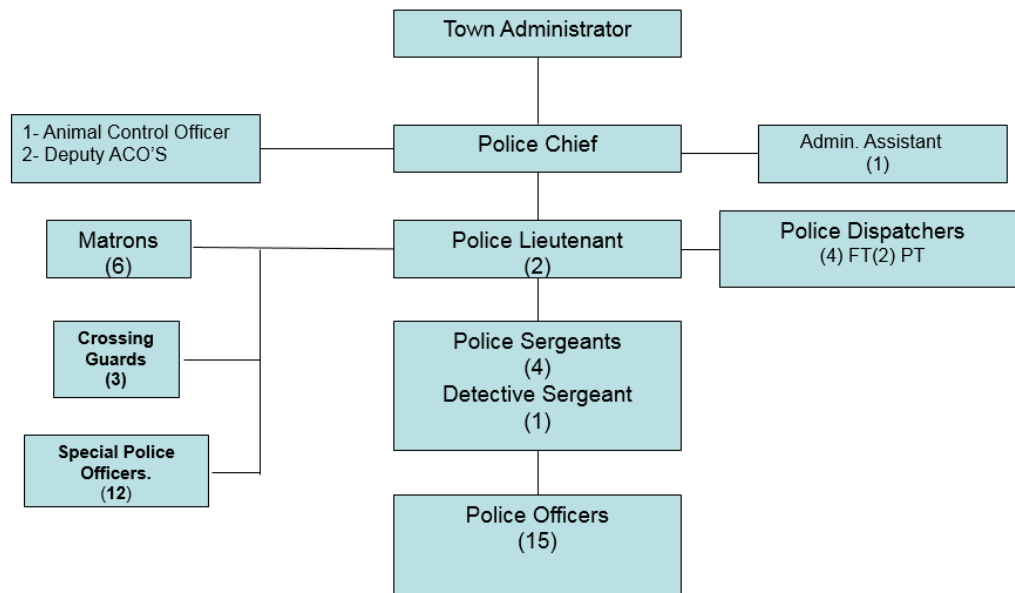
MATRONS

Cheryl Goodspeed

Gail Wilcox

Judi LaPan

**Town of Medway
Police Department
2018**



Medway Police Department

VISION STATEMENT:

The Medway Police Department will create a safe and comfortable community in which people can live, work and visit. We recognize employees are the department's most valuable resource and will strive to create a positive working atmosphere where dedication and participation are encouraged. We will serve the people of this community by striving for excellence in all we do.

To this end we will:

- Enhance the safety and livability of the community.
- Prevent crime through community involvement, education, proactive enforcement and technological advances.
- Effectively communicate with all members of the community.
- Strive for professionalism and integrity by maintaining high ethical standards.
- Be fiscally responsible.
- Promote interagency communications and cooperation.
- Recruit, train and develop quality personnel.

We are committed to accomplishing the above through adaptability, encouraging creativity and forward thinking, honesty, integrity and holding one another accountable. Lastly, we will never settle for mediocrity or second best.

MISSION STATEMENT:

The mission of the Medway Police Department is to protect and improve the quality of life for all who, live, work, or visit our community by delivering the highest quality of public safety and service. The men and women of the Medway Police Department are dedicated to accomplishing their mission by:

- Maintaining peace and order through fair and impartial enforcement of laws and quality police service.
- Fostering an environment of cooperation and trust between the police department and the community.
- Valuing our employees as our most important resource.
- Conducting business efficiently and effectively.
- Challenging the future with a spirit of optimism and innovations, in the continuous pursuit of excellence.

The Medway Police Department, through professionalism and integrity, dedicate ourselves to this mission.

Description of Services

A. Prevention of crime

The police department is responsible for generating understanding about the nature and extent of crime and encouraging public support for crime prevention.

B. Deterrents of Crime

Crime can be deterred by proactive police procedures and active citizen involvement. The Police Department is responsible for deploying forces to deter crime and to inspire confidence in its ability to promote a peaceful and crime-free environment.

C. Apprehension of Offenders

Once a crime has been committed, it is the duty of the Police Department to initiate the criminal justice process.

1. Identify and apprehend the offender
2. Obtain necessary evidence
3. Assist in prosecuting the case
4. Use force that is reasonable and necessary to effectively bring an incident under control.

D. Recovery and return of property

The Police Department shall attempt to recover lost and or stolen property, to identify its owners and to ensure its prompt return.

E. Traffic Enforcement

The Police Department shall enforce traffic laws; investigate accidents, and direct safe movement of motor vehicles, bicyclists and pedestrians.

F. Public Service

The public relies upon the policies, assistance and advice of the Police Department in routine emergency situations. The Police Department shall respond for calls for service, aid or advise as necessary and or possible.

G. Use of Personnel

The Police Department shall develop personnel capable of providing the public with professional law enforcement.

H. Use of Resources

The Police Department shall develop objectives which make efficient and effective use of its

resources and plan for future public safety needs of the community.

I. Interdepartmental Cooperation

The Police Department shall continue to seek cooperative working relationships with other town departments and outside agencies.

Police Investigation And Assistance **Criminal and Non Criminal - 2018**

A&B on Family/Household Member	20
A&B with a Dangerous Weapon	7
A&B aggravated	3
A&B Elderly or Disabled Person	1
A&B on Elderly/Disabled Person with serious injury	1
A&B on a child with injury	2
A&B on a Police Officer	2
Abuse Prevention Order Violation	10
Annoying a person of the opposite sex	2
Alcohol from an open Container in MV	194
ALARMS – COMMERCIAL	3
ALARMS – BANK	2
ALARMS – MUNICIPAL	267
ALARMS – RESIDENTIAL	1,152
AMBULANCE ASSISTANCE	16
AMBULANCE OVERDOSE	16
ANIMAL CONTROL CALLS	115
ANNOYING/HARASSING TELEPHONE CALLS	16
ARRESTS – OPERATING UNDER THE INFLUENCE ALCOHOL	21
ARRESTS – OPERATING UNDER THE INFLUENCE OF DRUGS	1
Assault to Rape	1
ASSAULT OR A&B	6
Assault & Battery Dangerous Weapon	12
ASSIST ELDERLY	13
ASSIST OTHER POLICE DEPARTMENTS	81
BOMB THREATS	1
BREAKING & ENTERING	13
Breaking&Entering Daytime Person in Fear	0
Breaking&Entering Daytime Felony	1
BREAKING & ENTERING MOTOR VEHICLE	12
BYLAW VIOLATION – MOTOR VEHICLE	5
BYLAW VIOLATION – OTHER	8

BYLAW VIOLATION – SOLICITOR	9
CAR SEAT INSPECTIONS	25
CHILD PORNOGRAPHY	1
Child Sexual Assault/Rape	16
Community Policing	386
CIVIL COMPLAINTS	56
DISINVITATION LETTERS	20
Destruction of Property, Malicious	3
DISORDERLY PERSONS	9
DISTURBANCES	93
DOMESTIC DISPUTES	1
ELDER Affairs	36
Failure to Stop For A Police Officer	3
FIGHTS IN PROGRESS	1
FIRE – ALARM	209
FIRE – BRUSH	8
FIRE – INVESTIGATION	415
FIRE ALARM- MAINTENANCE	128
FIRE – STRUCTURE	12
FIRE – VEHICLE	3
FIREWORKS COMPLAINT	12
FOLLOW UP INVESTIGATION	320
Fugitive From Justice	2
FUNERAL ESCORT	26
GAS RUN OFFS	1
GENERAL INFO	50
General Service	44
GUN SHOTS REPORT	7
HARRASMENT	34
Indecent A&B person 14 or older	3
Indecent A&B on a Child under 14	5
Indecent Exposure	1
IDENTITY FRAUD	32
ILLEGAL DUMPING	3
INVESTIGATION	45
KEEP PEACE	15
KEY LOG	1
KIDNAPPING	49
LARCENY	57
LARCENY – VEHICLE	6
LARCENY BY CHECK	7
LARCENY FROM MOTOR VEHICLE	3
Lewdness Open and Gross	1
LOCKOUT	137
LOST OR STOLEN	28

MISSING CHILD	4
MISSING CHILD LOCATED	4
MISSING PERSON	8
MISSING PERSON LOCATED	8
MOTOR VEHICLE – ERRATIC OPERATION	154
MOTOR VEHICLE DISABLED	218
MOTOR VEHICLE VIOLATION	2,226
MUTUAL AID – FIRE	36
MUTUAL AID – METRO LEC	23
MV ABANDONED	1
NATURAL GAS LEAK	33
NEIGHBOR DISPUTE	27
Negligent Operation of a MV	25
NOTICE TO ALL	24
OFFICER INJURED	8
OFFICER REQUEST	93
OPEN DOOR	15
OVERDOUSE DEATHS	1
PARKING VIOLATION	76
Possession of Child Pornography	3
POWER FAILURE	11
PRISONER BAILED	12
PRISONER FED	13
PRISONER INFO	110
PRISONER TRANSPORT	13
PROJECT LIFE SAVER	0
PROPERTY DAMAGE – PRIVATE	29
PROPERTY DAMAGE – MUNICIPAL	4
PROPERTY RECEIVED	75
PROPERTY RELEASED	66
PROTECTIVE CUSTODY – RELEASED	10
PROTECTIVE CUSTODY	10
RADAR BOARD	14
RADAR REQUESTED	32
RECOVERED STOLEN	1
Resisting Arrest	8
Robbery Unarmed	1
REPOSSESSION	5
ROAD HAZZARD	108
SAFETY HAZZARD	68
SAFETY OFFICER	2
SECTION 12 ORDER	19
SECTION 35 – WARRANT OF APPREHENSION	8
SECURITY CHECK	3,540
SEX OFFENDER REGISTRATION	5

SHOPLIFTING	12
SRO ACTIVITY	63
Strangulation or suffocation	1
SUDDEN DEATH	7
SUICIDE	0
SUICIDE ATTEMPT	4
SUICIDE THREAT	14
SUMMONS SERVICE	34
SURVEILLANCE BY P.I.	12
SUSPICIOUS ACTIVITY	174
SUSPICIOUS MOTOR VEHICLE	194
SUSPICIOUS PERSON	111
THREATENING	12
TRAFFIC CONTROL	248
TRAFFIC ENFORCEMENT	449
TRAINING	21
Trespassing	1
TRANSPORTATION	56
TREE DOWN	72
TRUANT CHILD	6
UNAUTHORIZED USE OF A MOTOR VEHICLE	2
UNWANTED PARTY	13
VACATION CHECK	19
VANDALISM	24
WARRANTS	92
WATER DEPARTMENT	14
WELL BEING CHECK	198
WIRES DOWN	126
WITNESS INTIMIDATION	6
WORK LAW VIOLATION	6
209- A EMERGENCY REQUESTS	8
209- A MODIFIED COURT ORDERS	27
209- A RECEIVED	39
209- A REQUESTS	10
209- A SERVICE	49
209- A VACATED	18
209- A VIOLATIONS	12
258-E (HARRASSMENT ORDERS) EMERGENCY REQUESTS	2
258-E MODIFIED COURT ORDERS	2
258-E RECEIVED	10
258-E SERVICE	7
258- E VIOLATIONS	12
Arrest	161
Protective Custody	10

Property Stolen (Value in Dollars)	431,642.00
Property Recovered (Value in Dollars)	207,451
License to Carry Firearms	245
Firearms Identification Cards	15
Firearms Identification Cards (Mace)	3
Machine Gun Collector's Permits	5
Motor Vehicle Violations (Verbal, written warnings, citations)	3,452
Motor Vehicle Accidents (No injury)	254
Motor Vehicle Accidents (with injury)	40
Motor Vehicle Accidents Involving Animals	22
Motor Vehicle Accidents (Fatal)	2
Motor Vehicle Accidents (Leaving the Scene)	45
Motor Vehicle Accidents Reported (Not Investigated)	17
Motor Vehicle Accidents – Pedestrian	1

REPORT OF THE MEDWAY POLICE DEPARTMENT

I am pleased to submit my Annual Report for the Police Department, for the calendar year ending December 31, 2018

During the year the Department applied for and received a grant from the Massachusetts Statewide Emergency Telecommunications Board (911 training) for \$42,557 and we also applied for and Received an EMPG grant from The Massachusetts Emergency Management Agency totaling \$3,000 dollars to be used towards the purchase of additional traffic barricades, shelter cots and a portable emergency generator with a lightning plant to enhance our storm and emergency response. We also received grant funding from the Executive Office of Public Safety for pedestrian/cross walk Enforcement, bicycle safety enforcement and motor vehicle enforcement. We also received a generous donation of bike helmets from the Project Alex Foundation.

The Medway Police Department, in conjunction with Franklin Police Department and Advocates, Inc. of Framingham, was awarded a \$300,000, three year grant that allowed the two Departments to take part in the Jail Diversion Program to hire a Clinical Social Worker to assist with individuals that are suffering from a mental health crisis. The Clinical Social Worker, Kallie Montagano, will work in Medway on Tuesday and Thursday afternoons. Clinician Montagano will also be available to the department if needed on her Medway off hours, while she is assigned to Franklin P.D. on Monday, Wednesday and Friday. She will be out on patrol with our officers and available to respond and assist officers in handling any mental health emergencies or any type of calls that would require the expertise of the clinician. With Clinician Kallie Montagano

assisting our officers on these very stressful and sometimes volatile calls, it will give our officers an additional resource to resolve these calls without the use of force and hopefully reduce the number of repeat calls, while getting the individual in crisis the help and resources they need without putting these individuals into the criminal justice system.

The Department continued to participate in many civic events such as: Medway Pride Day, Medway Little League Parade, Medway Christmas Parade and Fireworks, Memorial Day parade, Medway Veterans Day program, Coffee with a cop, Medway Holiday fund along with participation in numerous speaking engagements and station tours.

Officers continued to attend forty hours of mandated in-service training. The training classes consisted of legal updates, first aid, CPR/defib, defensive tactics, dealing with mental health issues, active shooter training and communication assessment tactics. Officers also attend various specialized training classes throughout the year.

Officers qualified in-house with their duty firearms, less lethal shotguns, patrol rifles, OC and tasers, along with additional firearms training involving low light encounters and various firearms training scenarios.

Once again, throughout the year, we had several occasions to send out telephone emergency notifications to our residents using Blackboard Connect, the Towns' emergency telephone notification system. I would like to encourage anyone who has not yet signed up to participate in the town's emergency notification system to please do so. To sign up for the town's emergency notification, please go to the Medway Police Department web site (www.medwaypolice.com) or the town of Medway's web site (www.townofmedway.org) under find it fast and click on Blackboard Connect Emergency Notification and follow the instructions to sign up for this important service.

Police and Fire Communication Officer Megan Casey was promoted to permanent full time police officer. Officer Casey started the Western Massachusetts Police Academy October 15, 2018 and she is scheduled to graduate from the academy on April 12, 2019.

I want to strongly encourage members of the community to take an active role in crime prevention by partnering with the Police Department. Many times residents see suspicious activity but do not call the police and many times these activities turn out to be crimes in progress. By reporting suspicious activity, you can help deter and reduce crime and acts of vandalism, keeping your home, family and fellow citizens as safe as possible. So remember, if you see or hear something that makes you feel uneasy or suspicious pick up the phone and call the police.

In closing, I offer my sincere thanks to Town Administrator Michael Boynton, The Board of Selectmen, all appointed and elected officials, department heads and Committee members, as well as the citizens of Medway for their continued support of the Police Department

I would also offer my thanks to the men and women of the Medway Police Department for a job well done.

Respectfully Submitted

Allen M. Tingley, Chief of Police

REPORT OF POLICE AND FIRE COMMUNICATIONS DEPARTMENT

It is my honor to submit the annual report for the Police and Fire Communications Department for 2018. It is the Police and Fire Communications mission to provide essential services to the residents of Medway, be it in emergency situations or routine day to day operations. The Police and Fire Communications Department continues to enjoy a strong professional relationship with the Police Department, Fire Department, and the community at large.

The Police and Fire Communications Department is the first point of contact for most citizens when they request Police, Fire, or EMS services. In addition, communication personnel handle all walk in traffic at the Police station which includes but is not limited to the taking of initial reports of crime, handling any and all report requests, and referring citizens to other agencies as needed. All of these duties are handled while the communications officer is responsible for monitoring the Police and Fire radios, responding to calls for service, both through 911 and the public line, and the Loading of information into the CAD record keeping system used by both Police and Fire Departments. In 2018 the Communications Department answered over 1770, 911 calls for service and entered over 16,775 incidents into the CAD record keeping system.

The Police and Fire Communications Department also underwent several personnel changes in 2018. With the Police Department hiring 2 patrol officers from the Communications department, 2 part time communication officers were promoted to full time and 2 communications officers were hired as part time employees.

It is imperative that the Police and Fire Communications Department receive continuous training to keep abreast with changes in technology. All personnel are required to attend advanced training classes funded by the Statewide Emergency Telecommunications Board. All communications officers are certified in CPR, first aid, Emergency Medical Dispatch (EMD), Next Gen 911 procedures, emergency telecommunications, suicide prevention, and other job related training. In 2018 the Communications Department applied for and received a grant from the State 911 Department totaling \$42,557 which was in turn used for salary and training reimbursement costs as well as equipment upgrades where needed.

In 2018 the Police and Fire Communications Department received an upgrade to the Next Gen 911 system which allowed the receiving of 911 emergency calls directly from cell phones. Prior to this change all cell phone generated 911 calls were routed through the State Police. This is a significant change which allows for a quicker response to emergency situations when receiving the cell phone generated call directly to the communications center.

The Police and Fire Communications Department looks forward to continuing to provide top rate services to both its citizens, and the community at large.

Respectfully submitted,

David J. McSweeney, Lieutenant
Medway Police Department

REPORT OF THE DEPARTMENT OF PUBLIC SERVICES

Vision Statement:

Be a source of pride for our community by embracing our obligation to the Town of Medway's infrastructure and environment.

Mission Statement:

The Department of Public Services is responsible to the residents, businesses, and visitors of Medway for the maintenance management of a public infrastructure that has been constructed over the course of the Town's history. This significant infrastructure consists of more than 100 miles of residential and urban roadway containing bridges, sidewalks, curbs, traffic signals, street lighting, guardrail fencing, surface and sub-surface storm water systems, sanitary wastewater systems, public water supply systems, and public shade trees. This infrastructure along with municipal buildings, parks, vehicles, and solid waste management is the backbone of the community and contains many of the resources that all together, can well define the overall quality of life in the community.

Essentially, the Department is structured into six management programs that cover each of the major areas of accountability within the organization. Medway's DPS is a modern operation that now functions with limited staffing and budget. The Department also must function under very rigid regulatory oversight by local, state and federal agencies given primacy over the operation of right-of-ways, water, wastewater and stormwater systems, as well as, codes associated with buildings, work place safety and equipment operation. The Department strives to integrate technology into the operation to maximize the efficient use of these very limited resources while, at the same time, providing ever higher levels of service and customer satisfaction.

Department Description:

The Department is organized into a program management structure that places a greater emphasis on accountability and planning. Each program is headed by a professional manager who is responsible to the Director of Public Services for the planning and execution of their program's goals and objectives. An organizational structure has been developed that will provide the Town with an elevated level of customer service within a Department that promotes an effective, accountable, safe and professional workplace.

The six program areas are: Administration & Finance, Engineering & Facilities, Environmental Services, Highway, Fleet Maintenance, and Water & Sewer. The six areas are detailed below with significant accomplishments in 2018.

Administration & Finance:

The primary function of the staff within this division is to provide first customer contact, administrative and financial support to the numerous and varying Department programs,

as well as, interact and actively participate in overlying Town goals and objectives. Each operational function of the Department's activities has an extensive administrative component which must be completed in a concise and controlled manner to ensure deadlines are met and that program milestones are achieved. Many of the Department's initiatives have associated financial and regulatory reporting requirements. This Division produces or supports these activities ensuring proper management. The positions included within the Administration and Finance Division are:

- Director
- Deputy Director
- Compliance Coordinator
- Program Administrator
- Administrative Assistants

This professional staff will be engaged in numerous administrative functions that provide for the organized, timely performance of activities such as:

- Customer Service
- Communications
- Information Technology
- Budget Preparation and Maintenance
- Enterprise Accounting
- Personnel / Labor Activities
- AP and AR Functions
- Procurement (MCPPO)
- Electronic Personnel Time and Attendance Reporting
- Permit Management
- Utility Billing
- Water & Wastewater Administration
- Solid Waste & Recycling Administration
- Energy Management
- Departmental Support Needs (Insurance, Training)
- Grant Administration (Chapter 90, TIP, MAPC, MADEP, Green Community, etc)
- Emergency Management
- Legal Counsel

The following are substantial initiatives and projects performed during 2018 within the Administration & Finance Division:

- FY19 Rate Study
- Rain Barrel Program
- Public Outreach for Water Conservation, Energy, and Solid Waste/Recycle Programs
- Curbside Chronicle Flyer Design
- Lifeline Program Renewals
- Toilet and Washer Rebate Program
- Central Norfolk Regional Planning Committee
- Private Trash Program Renewals
- FY19 Demand & Lien Process
- Permitting and Licensing

- Call Log/Work Order System Form Advancements & Training
- Solid Waste/Recycling Tonnage Reports
- Novatime – Payroll & Time Tracking Upgrades
- DPS Facility Committee Design & Operations Support
- Park Projects Improvements Planning with EPFRAC Committee
- Worked on Exelon Site Improvements
- Water Accountability Evaluation
- Regional Emergency Management Tabletop Exercise
- Route 109 Construction Management
- Better defined and clarified roles of administrative staff to improve efficiency and improve customer support.
- Increased monitoring of water customer accounts to provide advanced notice of service leaks and of outdoor watering violations.
- Worked with internal and external focus groups to launch a series of initiatives in water, wastewater, and stormwater to provide better overall water resource management.
- Increased focus on the Town's web site and social media to provide more timely information.



Engineering & Facilities:

As a result of the Town making an active commitment toward upgrading and expanding its public infrastructure, numerous simultaneous projects are managed presently and further anticipated in the foreseeable future. The value of these projects is significant and is regularly measured in millions of dollars. The proper management of capital initiatives requires staffing resources that are charged with phased project oversight ranging from planning to beneficial use or a “cradle to grave” management approach. Dedicated staff manage these important projects to successful completion. Another significant component to this unit is the management of building and grounds maintenance for the Town’s eleven (11) public facilities. Work performed within this function area ranges from minor repairs to extensive reconstruction and rehabilitation of building structures. The positions included in the Engineering and Facilities Division are:

- Project Manager
- Trades Technician
- Assistant Trades Technician
- Part Time Janitorial Staff (2)

The following are the planned functions of staff within the Engineering & Facilities Division:

- Capital Projects Planning
- Administration
- Design & Construction Management
- Planning Department Development Projects
- System Impact Plan Review
- Grant Oversight
- Construction Management
- Facilities Maintenance
- Contract Development and Procurement
- Consultant Management

The following are substantial initiatives and projects performed during 2018 within the Engineering and Facilities Division:

- Elevator test and inspection- State requirement
- Boiler & Air Compressor inspection - State requirement
- Generator Testing - All buildings and well locations
- Provide construction management for multi-million dollar renovations of Choate Park, Oakland Park, Middle School Tennis Courts, and Cassidy Field lighting.
- Town Hall – Renovate first and second floor bathrooms
- Fire Station 1- Perform mold remediation and reinsulate attic
- Police Department - Replaced Police Station Generator
- Senior Center - Installed heated sidewalk and walk repairs
- MIIA Insurance Inspections
- Equipment Auction
- Transitioned to new facility work management system and decentralized work assignments



Parks (formerly Environmental Services):

In 2018, the Environmental Services Division was renamed the Parks Division in DPS. The Parks Division continues to include the management of solid waste collection and disposal, resource recycling and reuse, the managed care and maintenance of the Town's parks and fields, as well as, grounds care and maintenance of all municipal buildings including schools. The Department maintains reliance on the Board of Health for assistance with regulatory policy setting and enforcement. Included within the Parks Division is the managed care of the Town's fifty-five (55) acres of passive and active recreational areas under the jurisdiction of the Board of Park & Recreation Commissioners. Also held within this unit is the oversight of the Town's street and shade tree program managed by the Department's statutory Tree Warden designee. The positions included within the Parks Division are:

- Operations Manager / Tree Warden
- Assistant Operations Manager
- Supervisor
- Heavy Equipment Operator (4)
- Part Time and Seasonal Staff

The following are the planned functions of staff within the Parks Division:

- Solid Waste Management
- Contract Management
- PAYT Bag Coordination
- Curbside Collection
- Hazardous Waste Disposal
- Landfill Management
- Recycling Program
- Federal & State Guidelines
- Recycling Center
- Public Outreach & Education
- Single Stream Cart Recycling
- Parks Programs
- Tree Warden (Street Trees) Maintenance
- Field Care and Maintenance
- Sidewalk Snow Removal
- Improvement Projects
- Municipal Buildings/Schools Perimeter Grounds Maintenance

Parks staff operate and maintain Town properties including:

Choate Park	Cassidy Complex	Oakland Park
Winthrop St. Park	Idylbrook Park	Senior Center grounds
North Street Playground	Garnsey Dog Park (Village St.)	Leigh Memorial
Matondi Memorial Square grounds	Sanford Conservation Area	Medway Library
High School Fields & Grounds	McGovern School Field	Burke/Memorial School
Fields & Grounds		
Middle School Fields & Grounds	Water Division Grounds	Police Dept. Grounds

Fire Stations 1 & 2 Grounds
Network
Police/Fire Memorial
Sibley Park
Historical Area
Village Street Canoe Launch
Jacob Ide House (new)
VFW Building and Field (new)

Thayer House
Town Hall
Recycling Center

Open Space Trail
Town Gateway Signs
Evergreen Cemetery

Cutler Street Affordable Housing
Grand Army of the Republic War Memorial Park (Village St.)
Village Picnic Area

The following are substantial initiatives and projects performed during 2018 within the Parks Division:

- Provided daily support for multi-million dollar renovations at Choate, Oakland, Cassidy Parks, and Middle School Tennis courts
- Perimeter clean-up at all parks and fields
- Rain Barrel Program
- Compost pile screening at Recycling Center
- Provide support to Medway Pride Day, Family Day, Pumpkin Walk, and Christmas Parade
- Sr Center Outdoor Holiday decorating
- Developing Tree Planting Program
- Coordinate Household Hazardous Waste Day
- Clean Sweep Support
- Added new equipment to provide more professional levels of care and speed
- Maintenance of School Perimeter Grounds including Synthetic Field Complex
- Expanded oversight of Open Spaces, Trails, Passive Recreation Areas
- Town Wide Sidewalk Snow Clearing adding a new machine for Main Street in 2018
- Snow Clearing at Synthetic Turf Fields for added Spring Revenue



Highway:

This Division is responsible for the operation and maintenance of all public ways encompassing approximately one.

Hundred (100) miles of roadway, consisting of approximately 280 lane miles. Maintenance of this transportation network includes all portions of Town right-of-way including roadways, sidewalks, stormwater drainage systems, street lighting, signage and traffic control devices. Daily work is scheduled and assigned based upon a balance between planned projects and customer service response. A majority of the Department's heavy equipment is operated and dispatched from within this unit. As such, its activities are broad in scope and diverse in function. This division is responsible for the management of winter storm operations including the hiring of supplemental contract equipment services in accordance with the Town's snow and ice policy and budget. The positions included in the Highway Division are:

- Superintendent
- Assistant Superintendent
- Right-of-Way Maintenance Technician
- Heavy Equipment Operator (5)

The following are planned functions of the Highway Division:

- Roadway and Sidewalk Operation, Maintenance and Improvements
- Stormwater System Operation, Maintenance and Improvements
- Winter Storm Operations
- Street Sweeping and Roadside Clean-Up
- Pothole Repair
- Traffic Signals, Signs, Street Line/Crosswalk Painting, and Street Lighting

The following are substantial initiatives and projects performed during 2018 within the Highway Program:

- Town wide clean-up of fallen trees from two severe March wind storms
- Mill and overlay the following roads: Clark, Dogwood, Waterview Circle, Henry, Malloy, Kelly, Church, Peach, North, Knowlton, Barber, and Center per 6 Year Road Plan - Yr 1
- Replaced Sidewalks on North, Barber, Center, Lincoln, High, and Wellington per 6 Year Road Plan - Yr 1. Also completed Saddle Hill and Sanford sidewalk reconstruction.
- Chipsealed Quail, Hooksett, Bayberry, Dean, Villa, and Queens Way
- Crack sealed Thayer, Harding, Whitney, Carriage House, Olde Surrey, and Claybrook
- Installed drainage improvements at 22 Lincol, 20 Wellington, 49 Milford, 76 Holliston, 5/10 CharlesRiver
- Assisted Building Maintenance with install of walkways at Sr Center
- Constructed second new handicapped parking area at High School athletic fields
- Constructed new paved recess area at rear of Middle School
- Updated GIS mapping and inspections of all stormwater outfalls and associated structures
- Updated 6 year road plan - Year 2
- Catch Basin cleaning town wide
- Catch Basin and Manhole repairs - 35 total
- Trench and roadway repairs - 48 total
- Area spot repairs on various roads - 36 total segments

- Roadway Signs repaired / replaced - 31 total
- Pot holes patched - 1,163 total
- Crosswalk / Stop line painting town wide
- Roadside mowing and brush removal town wide
- Roadway sweeping town wide

Fleet Maintenance:

Activities within the Fleet Maintenance group include service to those units assigned to the Police, Fire, Ambulance, Council on Aging and Department of Public Services. It is understood that these divisions engage in continual operations and service to the Town twenty-four hours a day. As such, it is imperative that the core equipment utilized by these divisions remain operating at all times. Work is performed in accordance with local, state and federal standards associated with emissions, fuel criteria, safety and operational protocols. Staff hold credentials allowing them to work on a full line of vehicles and equipment ranging from small engine repair, light duty equipment, medium rated vehicles to a full array of heavy equipment consisting of complex mechanical, hydraulic and electrical components. Preventive and regular maintenance is scheduled while emergency/reactive service is prioritized based upon the risk and consequence of equipment failure. Each approach is tracked and monitored utilizing a computerized work order management system. The positions included in the Fleet Maintenance Division are:

- Principal Fleet Technician
- Fleet Technician

The following are planned functions of the Fleet Maintenance Division:

Fleet Maintenance

Personnel Supervision

Planning / Scheduling

Certifications

Full Range of Skill Sets

Departments – Equipment Served:

Town Administration - 9 vehicles

Public Services - 59 vehicles and 97 other pieces of equipment

Police - 27 vehicles

Fire - 23 vehicles

Council on Aging - 3 vehicles

Schools – 7 vehicles

In addition, Fleet Maintenance provides repair services for 11 emergency generators at various Town buildings and numerous gas and air powered tools.

The following are substantial initiatives and projects performed during 2018 within the Fleet Maintenance Program:

Over the past year, 370 work order entries were logged. Some samples of our entries are; scheduled services, road calls, heating & cooling system repairs, changing tires, brake jobs, steering and suspension, welding and fabrication.

Vehicles and Equipment placed into service

- Fire Dept., Chevy Tahoe, KME Fire Engine, Utility Trailer
- DPS, Sweeper, Loader, Backhoe, 3 Utility Trailers, Ford F350
- Police Dept., Utility Trailer
- Assorted plows, sanders, and landscaping attachments

Vehicles & Equipment Decommissioned and prepared for sale or trade

- DPS, 1998 Kubota Tractor, 1996 International Dump Truck, 2004 F250, 2004 F250, 2006 F150, 2005 Chevy Colorado
- Fire, 2017 Mission Trailer, 1990 Pemfa Fire Engine
- Assorted plows were also sold.

Major work

- Inspect and repair all municipal emergency generators
- Mini-overhaul of backhoe for Water
- Rebuilt John Deere Loader cooling system
- Coordinated MassDOT transponder install on most vehicles
- Coordinated Police Explorer vehicles carbon monoxide recall
- Supplied temporary power to Cassidy Field
- Revised graphics on DPS vehicles
- Installed new automatic tarps on dump trucks
- Contracted for two front line plows to be sandblasted and repainted.
- Overhauled/rebuilt flail mower head
- Oversaw repairs to Police interceptors with major engine issues.
- State Inspection of 34 Commercial and 20 Non Commercial Vehicles and Equipment
- Perform 33 snow contractor inspections
- Assisted in relocation of containers to DPS facility and Community Farm
- Assisted in coordination of Ladder 1 repair and loaner vehicle
- Upgraded shop vehicle scanner tool



Water and Sewer:

The Water and Sewer Division is charged with the operation and maintenance of the Town's water supply, water treatment, water distribution and wastewater collection systems. This entails oversight of the system's pumping and treatment facilities located at four (4) drinking-water well sites. Being a groundwater system, the Town treats its raw water with the addition of sodium fluoride for dental health, lime for corrosion control and sodium hypochlorite for disinfection. All of these treatment processes require daily manual monitoring by certified staff as well as with the Department's Supervisory Control and Data Acquisition (SCADA) system. Drinking water is pumped to two (2) water storage tanks having a combined capacity of 2.8 million gallons.

The wastewater system is comprised of approximately forty-four miles of gravity sewer that discharges into the treatment facility operated by the Charles River Pollution Control District. Through its recent sewer extension project, the Department now operates and maintains a sewer pump station located in the Trotter Drive Industrial Park area.

The geographic disbursement of these complex and dated systems throughout the Town's eleven square miles creates a particular challenge to the relatively small Water and Sewer Division. The general deferment of capital investment in these systems during recent decades is cause for an infrastructure which demands high levels of maintenance and attention. Fortunately in recent years, Master Plans have been conducted which identify infrastructure needs based on the risk and consequence of failure. Through the use of advanced technology and thoughtful prepared scheduling of human and equipment resources, the Water and Sewer Division is able to meet the needs and demands of its diverse systems while providing residences and businesses

with the highest level of customer service possible. Positions included in the Water and Sewer Division are:

- Superintendent
- Assistant Superintendent
- System Operator (6)

The following are the planned functions of staff within the Water and Sewer Division:

Wastewater Collection

- Pump Station Operation & Maintenance
- Sewer Repairs & Inspections
- Inflow & Infiltration Surveys
- Charles River Pollution Control District Reporting

Water Supply and Distribution

- Treatment
- Disinfection
- Corrosion Control
- Fluoride
- Sampling and Lab Analysis
- MASSDEP Reporting
- Regulations
- Disinfection Byproduct Rule
- Groundwater Rule
- Lead & Copper / Total Coliform Rules
- Consumer Confidence Report
- Annual Statistical Report
- Meter Reading and Repair
- SCADA
- Two Leak Detection Surveys
- Main Line and Service Pipe Repair
- Customer Service
- Valve Exercising
- Hydrant Flushing
- Hydrant Maintenance & Inspection
- Curb Box Location & Inspections
- Hydrant Painting Program
- Annual Maintenance of 4 Wells

The following are substantial initiatives and projects performed during 2018 within the Water & Sewer Division:

Water Treatment:

- Mass DEP Sampling – 500 + samples
- Daily Water Sampling, Testing & Maintenance
- Over 60 After hours Emergency Calls
- Disinfection – 4,000 Gallons
- Corrosion Control – 300,000 Gallons
- Fluoride – 2,000 lbs.
- Iron Sequestering – 1,800 Gallons
- SCADA –Software Upgrades
- SCADA Related Alarms
- 285 Million Gallons of Water Pumped & Treated

Water Distribution:

- Manage Water Main Replacement on Highland & Winthrop St
- Cross Connection Control Program Inspections – 243
- Storage Tank Inspections – 2 Monthly
- Zone I & Zone II Inspections – 2 Biannual
- Production Meter Test and Calibration
- Service Line Repairs, Connections & Inspections – 100+
- Customer Service Calls - 400+
- Meter Calls – 144
- Replaced- 5 Hydrants
- 3 Defective Water Main Valves Replaced
- 667 Dig-Safe Inspections
- Water Ban Calls
- Motor Vehicle Accident Related Calls
- Updating Mapping Of System
- Installed 250' of 8" water main on Slocumb Place
- Installed 300' of 6" water main, new hydrant, and water service into Choate Park
- Over 20+ Water Main Breaks Repaired
- Multiple Service Leaks Repaired

Wastewater Collection System:

- Connection Inspections – 30+
- Lift Station Inspections – 75
- 3 Sewer Line Repairs
- 54 Sewer Manhole Risers and Covers Replaced
- Inflow & Infiltration Repairs – Contract Management
- NPDES – EPA Permit Appeal
- Annual Sub-System Inspections
- Sewer Line Jetting & Vacuuming



2018 ACCOMPLISHMENTS & INITIATIVES

- Perform Annual Roadway and Sidewalk Improvement Plan - Completed Yr 1
- Continued Illicit Discharge and Detection Program as outlined in MS4 Permit including preparation of GIS maps of stormwater system.
- Completed all major construction tasks on Route 109 Reconstruction Project. Sidewalk, stonewall, and landscaping remain
- Completed 90% of drawings and permitting required for the new DPS Facility Project
- Renovated both bathrooms at Town Hall with internal staff at significant savings.
- Performed major wind storm clean-ups for two March storms.
- Transitioned to new fulltime Recreational Director
- Completed interior painting of Sr Center and Thayer House
- Upgrading water meters serving larger customers for better accuracy
- Performed large water service replacements at Winthrop St Community Farm, Choate Park, Oakland Park, Hillside Court, and Slocumb Place with internal labor with significant cost savings.
- Contracted for Populatic satellite well and Village well supply line design for improved water integrity.
- Identified long term sewer capacity issue and developing action plan.
- Install open space kiosks in multiple areas and assisted on new Adams Street Hoag Boardwalk
- Installed New emergency generator at Police Station.
- Replaced Library Roof.
- Performed major rebuild of Oakland Well.
- Data indicating dramatic improvement in Unaccounted for Water (UAW) performance. UAW is unmetered water losses due to unmetered use and leaks. Lower rates lower operating costs and provide more water supply available for customers.

2019 GOALS & INITIATIVES

- Officially Change Name to Department of Public Works
- Complete Main Street Improvements at Bellingham Town Line
- Perform Enhanced Roadway and Sidewalk Improvement Plan - Yr 2
- Complete Route 109 Reconstruction Project
- Advance Stormwater Program as mandated in MS4 Permit
- Begin Construction of New DPW Facility
- Sewer Improvement Program – I/I Removal Southeast Area of Town
- Perform Annual Directional Flushing Program
- Leak Detection Survey & Increase Water Meter Accuracy
- Work with Planning & Economic Dev. Committee for Revised Low Impact Development Regulations
- Expand GIS Mapping for Roads and Stormwater System
- Improve Inspection Data Collection Using GIS
- Advance Water Integrity Planning & Implementation
- Install New Workorder System and Associated Forms and Processes
- Install New Utility Customer Portal
- Install New Recycling Center Check-In Software

Respectfully Submitted,



David D'Amico | Director
Department of Public Services

REPORT OF THE AFFORDABLE HOUSING COMMITTEE (AHC) AND AFFORDABLE HOUSING TRUST (AHT)

Meeting jointly, the Committee members and the Trustees continued their work promoting the creation and preservation of local affordable housing for households earning under 80% of the Area Median Income (example: \$81,100 for 4 person family) and advising Medway's boards and committees on affordable housing issues.

NEW HOUSING: Early in the year, the Trust made the first outlays of its \$500,000 commitment to Glen Brook Way, a \$12 million project of Metro West Collaborative Development (MWCD). The all-affordable, 48 unit rental project was seed funded by the Trust in 2017. The Town is also contributing \$500,000 in Community Preservation Funds toward the development. Permitting of this project provided Medway with "safe harbor" keeping developers from gaining comprehensive permits to override local zoning ordinances. The project is currently awaiting state funding. In July, the Committee and Trust supported Zoning Board of Appeals (ZBA) approval of MWCD's request to amend Glen Brook Way's permit to include a second phase encompassing 42 affordable apartments for households which include a member 55 years of age or older. Subsequent ZBA approval of this second phase extended Medway's safe harbor through August 15, 2019.

The groups reviewed and recommended comprehensive permit approval of Strategic Land Ventures' proposal to construct a complex of 190 rental units, of which 48 will be affordable, on 12+ acres located at 33 and 39 Main Street. Since 100% of a rental project's units count as affordable housing under MGL 40B, inclusion of this project in the town's Subsidized Housing Inventory, means that the Town would meet state mandated minimum of 10% affordable housing.

AFFORDABLE UNIT PRESERVATION: One ownership condominium unit was successfully sold after being purchased and refurbished by the Town and another was excluded from assets subject to liquidation in foreclosure proceedings. Both units were sold as affordable units with "modern" deed restrictions guaranteeing perpetual affordability and protection from foreclosure. A third unit was subjected to a notice of foreclosure and has recently been cleared for affordable sale. Funds for these activities were drawn from a self-renewing account provided as a line-item in the State's FY 2016 budget. The housing groups provided oversight of the implementation of a monitoring system to periodically remind 40B homeowners of their obligation to follow deed restrictions designed to protect affordable units.

With my regards,

Doug Havens

Community Housing Coordinator

REPORT OF COMMUNITY PRESERVATION COMMITTEE

Chapter 267 of the Legislative Acts of 2000 created a new statute, Chapter 44B of the General Laws, known as the Community Preservation Act. This local option statute authorizes a municipality which votes to accept it to impose a real estate tax surcharge to raise money for three purposes related to community preservation: open space/recreation, historic preservation and affordable housing. In addition, the statute provides for state government's payment of matching funds to participating municipalities. All funds must be held in a special local municipal account: the Community Preservation Fund and may only be expended by the municipality for one or more of the three purposes set out in the statute. The statute further requires that a participating municipality establish a local committee, the Community Preservation Committee, to study local preservation needs and to make recommendations for allocation and expenditures to the local legislative body. The Committee's authority is limited to making recommendations; only the local legislative body, in Medway's case: Town Meeting, may actually allocate and expend funds. However, in any given year, at least ten percent of new funds must be allocated and reserved, if not expended, for each of the three statutory purposes. The Town of Medway was one of the first communities in Massachusetts to accept the Community Preservation Act; voters did so at a Special Town Meeting in April 2001. Pursuant to the statute, the Town also adopted a local bylaw creating the Medway Community Preservation Committee; the Committee presently consists of nine members: representatives from six town boards: Planning and Economic Development, Conservation, Parks, Historical, Affordable Housing and Open Space, and three citizens at large.

CPC members continue to take seriously their role as stewards of Medway's Community Preservation Fund with the result that the total fund balance currently exceeds three million dollars; almost half of this amount represents matching state funds received annually since the CPA's local adoption. In making its recommendation to voters, the present CPC has tried to strike a balance between making expenditures for relatively small preservation projects and minor land acquisitions and saving the balance of funds for major projects and land acquisitions which may present themselves in the future. To this end, the CPC continues to work actively with the Open Space Committee to identify desirable parcels for acquisition.

As noted in previous reports, the rehabilitation for productive reuse(s) the historic Thayer property at 2B Oak Street in West Medway acquired by the Town with Community Preservation funds in 2004 has been completed. This includes rehabilitation of the existing house for an upstairs caretaker's apartment and downstairs small meeting space, and the construction of an addition to both support outdoor functions and activities (public bathrooms, kitchen facility) and serve as an indoor function and community meeting space. The property is available for use by Town boards, organizations, and private groups.

Two years ago, the opportunity arose for the Town to acquire an historic property which also provides other public benefits. Voters at the 2017 Fall Special Town Meeting voted to authorize the Board of Selectmen to purchase, with Community Preservation funding, the Rev. Jacob Ide House located on the northerly side of Main Street, just west of its intersection with Winthrop Street; in 2018, the Town closed on the purchase. Rev. Ide, who lived in the 1800's, was the long-time pastor of the Community Church and an ardent abolitionist. His well-preserved, Federal-style home is a highly-visible element of the West Medway village and in close proximity to Choate Park and the Thayer Homestead; it also abuts Little League baseball fields. The house itself presents many opportunities for public use, including a potential future home for the Medfield Historical Society and their many artifacts.

Both productive reuse of the property and rehabilitation of the residence at 50 Winthrop Street continues. The Medway Community Farm completed another successful growing season and has expanded its operations to include Town land on Adams Street purchased with CPA funds.

During this past year, the Town continued to take advantage of the 2012 legislative amendment of the Community Preservation Act, which permits the expenditure from Community Preservation Fund to construct recreational facilities on existing Town-owned land. In early 2016, the Board of Selectmen approached the CPC to determine if the CPC would recommend the use of Community Preservation funds for a major rehabilitation and improvement of existing public recreation facilities at Choate Park/Cassidy Fields, Middle School (tennis courts), and Oakland Street Park; the impetus for the project was the possible contribution of state funds. During a lengthy and intensive process, which included multiple public meetings at which input was obtained from town officials, sports and recreation groups, and residents, conceptual plans were developed and a final redevelopment plan chosen. Voters at the Fall Special Town Meeting voted to approve the project, with equal funding from Community Preservation funds and Town funds. In Spring 2018, construction commenced on all three projects and continued to completion. Dedications of the two playground projects took place in late Fall and both playgrounds are already seeing extensive use.

As noted in last year's report, another long-time passive recreation project using Community

Preservation funding has recently been completed. In December 2017, a new pedestrian trail located off Adams and Winthrop Streets was completed and dedicated. The trail includes a boardwalk over wetlands which has been named for long-time Medway resident, David Hoag who, in addition to being a noted scientist who worked on NASA space programs, was, with his wife Grace, an ardent and vocal conservationist: the Hoags placed a permanent conservation restriction on their Winthrop Street property and Dave compiled an inventory of Medway undeveloped land which is the Open Space Committee continues to rely upon. Voters at 2018 Fall Special Town Meeting authorized Community Preservation Funding to extend the trail; this extension is expected to include observation platforms to permit viewing of the extensive wetlands area.

As noted at the outset, the third purpose for which CPA funds may be used is affordable housing. The Board of Selectmen and Medway Affordable Housing Trust Fund have been working with a non-profit affordable housing developer to develop an affordable multi-family rental project on vacant land on West Street; the CPC initially voted to recommend to voters at Annual Town Meeting to use CPA funds for this project; as their report goes to press, CPC has voted to recommend the use of additional CPC funds to permit an expansion of the project.

There continues to be discussion, in light of ongoing difficult financial times, of reducing the current three percent CPA real estate tax surcharge. The CPA continues to strongly oppose this proposal for three reasons. First, until adoption of the CPA, Medway had done little to protect undeveloped land or historic properties due to a perceived lack of funds; by adopting the CPA at the maximum surcharge percentage, the Town has been able to accumulate, on a continuing basis, significant funds for this purpose. Second, only those communities which have adopted the maximum three percent are entitled to receive the maximum amount of state matching funds: beginning with f.y. 2009, the state has collected insufficient funds to provide 100% matching payments to all CPA communities. Because Medway was one of the communities to have adopted the maximum three percent, it has annually received additional distributions of state funds which have significantly increased the state match above the base distribution amount. Thirdly, since the three percent is merely a surcharge on individual tax bills rather than on the tax rate, the individual assessment is small: in many cases, less than one hundred dollars. As an example, on a property currently assessed at three hundred fifty thousand dollars, the annual CPA assessment is only \$126.99, an additional reduction from last year. ($\$350,000 \text{ less } \$100,000 \text{ CPA exemption} = 250 \times \$16.97 \text{ per } \$1,000, \text{ f.y. 2019 municipal tax rate} = \$4,233.00 \text{ (net tax subject to surcharge)} \times .03 \text{ (CPA surcharge)} = \126.99). This amount is paid in four equal quarterly installments and amounts to less than \$11 per month. This small individual assessment has already permitted the Town to make some significant property acquisitions and ensures that the Town will be able to continue to do.

The Community Preservation Coalition, the CPC advocacy group to which Medway CPC belongs, continues to lead an effort for state legislation to increase Community Preservation Fund revenues available to municipalities which have adopted the CPA. Advocates remain optimistic that there is widespread support in the General Court to pass increased funding

during the current legislative session. However, even with a significantly decreased state distribution, based upon current revenues, Medway received a state matching contribution this past year of almost one-hundred, ninety-six thousand dollars.

We urge the residents of Medway to continue to support the Community Preservation Act as currently adopted.

Respectfully submitted,

Mark G. Cerel, Chairman

REPORT OF THE CONSERVATION COMMISSION

VISION STATEMENT:

The Conservation Commission seeks to preserve the quality and quantity of open space and wetland ecosystems through the acquisition of open space and preservation of wetlands in accordance with federal, state, and local laws.

MISSION STATEMENT:

The mission of the Conservation Commission is to protect all the resource areas in the Town of Medway as prescribed by state and local laws.

DESCRIPTION:

The Medway Conservation Commission (the “**Commission**”) is charged with protecting wetland resources located in the Town of Medway. Wetland resources play a critical role in preserving the Town’s water quantity and quality, providing flood storage and storm-water management, pollution prevention, supporting habitat for diverse plants and animals and providing recreational open space. The Commission carries out its charge by regulating construction activity and other altering projects in or near wetland resources as prescribed under the Massachusetts Wetlands Protection Act and its Regulations and the Medway General Bylaw Article XXI with its Regulations.

The Commission also manages approximately 230 acres of public conservation land and three conservation restrictions.

The Commission is comprised of seven volunteer members, each of whom is appointed by the Town’s Board of Selectmen. The Commission’s Agent is responsible for processing and reviewing all permit requests related to the State and town wetlands regulations and for helping Town residents understand and comply with state and local requirements related to wetlands as well as fielding general inquiries about wetlands. The Agent also works on conservation land and open space management.

During 2018, the Commission:

- received and reviewed twenty-eight Requests for Determinations (“RDAs”). (Each RDA asks the Commission to determine whether the construction, land maintenance or other activities described in it are within the jurisdiction of the Commission);
- issued Orders of Conditions (i.e., specific conditions that help protect wetland resources) for fourteen proposed projects;
- issued two Orders of Resource Area Delineation
- initiated six enforcement actions in connection with violations of state and local wetland laws;
- issued Certificates of Compliance for eighteen projects; and granted one amendment to previously approved projects this does not include minor amendments to plans granted without a hearing.

In March, the Town began construction on Choate Park, which was a plan approved by the Conservation Commission. The Conservation Office worked with the Town to make sure all wetlands resources were protected during construction and the work did not impact these resources. Work wrapped up for the winter in October and the Town held an opening day for the park in November.

In March/April, the Commission approved a project to restore approximately 2,500 square feet of altered wetlands resource on a parcel in town. The wetland resource has been altered by the previous owner and the Commission had been working with a new property owner to clean it up. The new owner agreed on a plan with the Commission to restore the wetland resource and its 25’ buffer zone. This is a wonderful success for the Town of Medway. The wetlands were altered between the years of 2000-2014 and are underway to a successful restoration.

In June, the Conservation Office began work with the Department of Public Works to determine which of the Town’s stormwater management systems were being impacted by landscape dumping. The Town agreed to place signage at some of these locations to notify the public of the sensitivity of these areas.

In November, the Open Space and Recreation Plan (OSRP) was approved with some minor edits for a final approval. However, the work of the Community and Economic Development Office, which included the Conservation Commission, assisted in the development of this plan. The Conservation Commission assisted in the development and execution of 3 Public Forums for the public to review the development and drafts of the OSRP. The approval allows the Town of Medway to be eligible for applying for grants, which require an active Open Space and Recreation Plan. This was made possible by a collaboration of Town Departments. The OSRP funding allowed for the opportunity to hold a Land Management workshop for the review of the Town Land. The Land Management Workshop was held at the Amphitheatre and was a success with individuals who regularly work as volunteers of the Town’s open space.

In December, the Conservation Commission and the Department of Public Services teamed up and applied for a Climate Resiliency Grant for the construction of 3 rain gardens at the Burke

Memorial School, where the increased flooding of fields at the school has caused on going issues with the use. The grant is for \$50, 000 and the project is hoped to begin in 2019.

The Conservation Agent made a presentation on Stormwater to our Community at the Medway Library 4H Club. The presentation was attended by some of Medway's younger generation with ages ranging from 5-11. The children enjoyed learning about the inner workings of a neighborhood by drawing out their ideas of the neighborhood they live in while remembering how the entire town works together to protect its resources, such as water. They learned that the water hitting our road, may be the water resident's drinking water, so cleaning and protecting it is very important.

The Commission worked with two Scouts (Eagle Scouts and Girl Scout) this year to develop smaller connecting bridges along the Medway Link Trail System, this allows the public to travel from Adams Street Fields (High School Trails to Millstone Retirement Community Development. One was constructed in 2018 and the other is proposed for 2019. The Commission received an 8' easement on the Millstone Property to connect the Medway Link Trail to the Conservation Restriction Parcel along Lovering Street. This achievement is part of the Open Space and Recreational Plan goals, to provide a connecting trail system to travel around Medway and to regional open space and trails.

The Conservation Commission continues to diligently work on reviewing and providing findings of several large projects in 2018 including Timber Crest Estates, an affordable housing project (still open hearing), Glen Brook Apartments, and other smaller subdivision developments.

The Commission continues to work with DPS to make sure that all storm water regulations are being met for the Town of Medway. This includes all public, private, industrial and commercial sites in Medway.

The Conservation Commission signed and approved a Conservation Restriction for the approved project known as Salmon Retirement Community, which is under review by the Executive Office of Energy and Environmental Affairs (EOEEA) for compliance with the state requirements for Conservation Restrictions. The Conservation Commission was granted an 8 foot train easement at the Millstone Retirement Community which will allow the parcel on Lovering Street with a Conservation Restriction to access town lands from Choate Park and the High school Trails. The Williamsburg Way Conservation Restriction has been accepted by the Conservation Commission and recorded, making this parcel now available for public use.

The Commission continues, with minimal Town funding and dedicated volunteers, to work with Open Space Committee to maintain the trails, open space and fields of Conservation controlled properties.

The Commission wishes to express its deep appreciation for the efforts of all volunteers who help with its work, especially the Open Space Committee.

The Agent and members attended pertinent classes and updated their Certificates for education to

provide high customer service to the town's residents and the public.

FY 2018 GOALS & INITIATIVES

- Continue to implement land maintenance based on the plans developed by the Conway School of Landscape Design
- Embark on new projects with Conway School of Landscape Design for the establishment of baseline documentation of the towns lands
- Develop and execute a plan for maintenance of all stormwater structures in the Town of Medway
- Implement invasive plant management though out the town
- Permit and construct an addition Boardwalk for the continued expansion of the Medway Link Trail
- Continue to carry out the Conservation Commission Bylaw and the Wetlands and Rivers Protection Acts
- Develop Town Land Use Regulations and Policies

Respectfully submitted,

David Travalini, Chair

REPORT OF THE CAPITAL IMPROVEMENT PLANNING COMMITTEE (CIPC)

The Capital Improvement Planning Committee's (CIPC) role is to evaluate the Town's capital needs and to recommend to the Town Administrator, Board of Selectman (BOS) and Town Meeting members, the projects to be undertaken. The Committee meets with department managers annually to assess their 5-year capital plans. The Committee then evaluates the requests and determines available funding. Available funding can be in the form of free cash as certified by the state, grants, enterprise funds, or bonding. Once the level and form of funding is determined, the CIPC prepares a recommendation for the BOS.

The project requests are reviewed based on the following criteria: 1. Impact on safety of residents and employees 2. Projects required by law 3. Impact on greatest number of people 4. Projects with significant immediate need

Projects are prioritized based on the above criteria. Recommended projects are brought before the BOS and Town Meeting when the above criteria are met, and sufficient funding is available. To be considered a capital project, the project must cost more than \$5,000 and have a substantial useful life.

This report will cover the capital spending recommendations proposed at the May 2018 town meeting.

Approximately 68 requests were submitted totaling \$19 million for FY19. This level of requests is \$3 million higher than those requested in FY18.

The following projects and requests were recommended to be funded with Certified Free Cash at the May 2017 Town Meeting:

The Department of Public Services requested funds for various road and sidewalk projects; the replacement of a front-end loader, a street sweeper, and two DPS trailers; the purchase of a stander mower.

The Police Department requested funding for taser equipment, two cruiser radios, and a speed radar trailer.

The Fire Department requested funds to upgrade rescue airbags, replacement of the radio box fire alarm system, replacement of the command vehicle, station generator replacement and purchase an enhanced station alerting system.

The Schools requested funds to replace the boilers at the McGovern & Memorial schools, which was funded via borrowing.

The Information Technology Department requested funds for technology replacements in the town/school infrastructure and HS auditorium technology upgrades.

The Senior Center requested funds to replace the Senior Center roof, funds to complete the remaining heated sidewalks in front walkway, and the purchase of a prep sink and counter top to

meet code regulations.

The Planning & Economic Development Board requested the second of two installments towards consultant fees for the 10-year Town of Medway Master plan.

The Library requested funds for kitchen upgrades.

Town Hall/Human Resources requested funds to purchase and install a town-wide personnel system.

Respectfully submitted,

Kelly O'Rourke, Chairman

REPORT OF MEDWAY COUNCIL ON AGING

Council on Aging Board

Mary Lou Staples, Chairman

Veronica Clark, Vice Chairman

Judy Lane, Secretary

Mary N. Anderson

William Caton

John Clark

Paul DeSimone

Siri Krishna Khalsa

Ronald Lane

Charlene Tingley

Grace Rossetti

Ella Ryan

Bobbie Scherer

Barbara Vincent

Medway Friends of Elders, INC.

Eileene Phillips, President

Edward Richard, Vice President

Catherine Perkins, Treasurer

Anne Bradford, Secretary

Virginia Burnett

Karen Henneberry

Mary O'Leary

Jennie Rook

Employees:

Courtney Riley, Director
Kate Fennyery, Outreach
Marcia Lombardo, Outreach
Kathy Bullock, Crafts and Day Trips
Barbara Vincent, Chef
Katherine Tonelli, Nurse
Kimberly Cookson, Transportation Coordinator
Judith Notturmo, Lead Driver/ Volunteer Coordinator
David Houghton, Driver
Nancy Kramer, Driver
Joseph Luchette, Driver
Deborah GrandPre, Driver
Ronald GrandPre, Driver
Denise Wolf, Driver

The Medway Council on Aging (Senior Center), located at 76 Oakland St, is the department of town government empowered to assess the needs of and provide services to residents age 50 and older. The mission of the Council is to advocate for improved quality of life for older adults through educational, social and recreational activities. The Center also provides advocacy and assistance to Medway Elders and their families by helping them understand the complex issues associated with the aging process. Aging in place, transportation, property tax relief, medical coverage and fuel assistance are identified as primary concerns of our elders.

The Council on Aging would not be able to operate as it does without its tremendous number of dedicated volunteers who truly are invaluable. Our volunteers serve as receptionists, medical drivers, board members, program leaders, chefs, event directors and tax preparers. Numerous volunteers also contribute a large part to the success of the outreach to seniors in our Town.

The Council on Aging employs two part time Health and Social Service Administrators, Kate Fennyery, MA, LSW and Marcia Lombardo. The Outreach workers meet with seniors to assess an elder's situation, explain community programs and benefits, assist with applications to needed programs, aid elders in their search for services and act as an advocate and support for elder needs. The Outreach Workers also assist elders and their families in crisis. The Outreach Workers and all Council on Aging staff are bound by strict confidentiality laws and are not allowed to release any information about an elder without permission. From July 1, 2017 to June 30, 2018 the Outreach workers aided with over 681 senior issues including heating assistance, housing issues and referrals. This year both Outreach Workers went through training to become an Outreach Partner with the Department of Transitional Assistance's SNAP (Supplemental Nutrition Assistance Program) program. Now people can come to the Medway Senior Center to apply for food stamps right online. The Outreach Department receives referrals from many different sources including family members, police and fire, the health department, health professionals, community agencies, hospitals, nursing homes and of course elders themselves. If you have any questions please don't hesitate to reach out to this very knowledgeable department.

The summer of 2018 Chef Nancy McCarthy retired after 3 years of working in the Oakland Café. After an extensive interview process, Barbara Vincent was hired as the new Chef at the Center. She brought in a diverse viewpoint and increased what was offered on the menu. The kitchen is open Tuesdays and Thursdays starting at 11:30 AM and offering a spectacular menu. The homemade breakfast continued to run this year by our wonderful volunteers every Wednesday from 7:30 AM – 9:00 AM. Transportation was offered and available for every meal at the Center.

The Medway Center works with the Greater Attleboro Taunton Regional Transit Authority (GATRA) to provide transportation for Medway residents. Through this program the Center offers Dial-a-Ride Service for all elders in Medway and Shuttle rides to and from the Norfolk T-Station. The Dial a ride services is offered Monday-Thursday and bring the elders to medical appointments, activities at the Center, hair appointments, banks, post office and even the library. This service includes shopping trips to Star Market and Roche Brothers on Mondays and Market Basket and Walmart on Wednesdays. This service is curb to curb, so the elders must be able to get on and off the van without assistance. From July 1, 2017 to June 30, 2018 the Center had over 1,800 dial a rides, Monday thru Thursday. The Norfolk Shuttle Services is Monday-Friday with three pick-ups and three return times at the Medway Middle School (Parking available) and the Village St. Post Office (no parking available). Anytime anyone uses the shuttle it is a \$1.00 donation per ride.

Jean Roy, a certified health insurance volunteer from SHINE comes to the Center weekly on Wednesdays to review medical and prescription coverage throughout the year. In 2018, Ms. Roy saw over 220 Medway Elders. This does not include numerous telephone calls and emails she had responded to regarding health insurance issues. Our goal here at the Medway Center is to empower our seniors as well as others with the latest information and help to select the plan that best suits their needs and budgets. We help our clients with all facets of Medicare and Medicaid. The proof of the success of the program can be measured by the fact that the majority of new clients we see each year have been referred by others who have used the program.

The Medway Council on Aging Board and the Senior Center would like to thank the Board of Selectmen and the citizens of Medway for their support. It's their continued interest and support that help the Center to meet so many needs of elder adults in our community. Please feel free to stop by the Center if you have any comments or suggestions on how we could continue to improve the quality of life for our seniors.

Respectfully submitted,

Courtney Riley

REPORT OF THE DESIGN REVIEW COMMITTEE

The mission of the Design Review Committee (DRC) is to serve the people of Medway in a capacity that openly, creatively and appropriately reviews site, building, and sign design for private and public development. The DRC is tasked with serving as an advocate for the preservation and enhancement of Medway's natural, scenic and aesthetic qualities to achieve the pleasing composition of places within the context of the Medway Master Plan. The DRC works with the broad intention of maintaining and/or improving the quality of life, value of property and viability of commerce through the use of thoughtful and community-appropriate design practices as represented by the Medway *Design Review Guidelines*.

I am pleased to report that the DRC reviewed eighteen sign proposals this year, many of which incorporated recommended changes and produced very effective signs. The DRC's laptop computer and design software have continued to be a vital tool, used continually during the year at DRC meetings.

- O'Reilly's Auto Parts (106 Main Street) - 01/08/2018
- Medway Eye Care (89 Main Street) - 02/05/2018
- New England Quality Cabinetry (112C Main Street) – 03/05/2018
- FBT Medical Aesthetics (165 Main Street) – April 2, 2018
- All Fur Love (126 Main Street) – April 23, 2018
- Irving Gas (71 Main Street) – April 23, 2018
- O'Brien & Sons (17 Trotter Drive) – 06/04/2018
- Medway Fire Department (42 Milford Street) – 06/04/2018
- Sign Design (9 Trotter Drive) – 06/04/2018
- Town of Medway STOP/No Dumping (Various) – 06/04/2018
- Medway Smoke Shop (100 Main Street) – 07/16/2018
- Family Medicine Associates (74 Main Street) 07/16/2018
- Community Pediatrics of Medway (116 Main Street) – 07/16/2018
- Oui Dance Studio (42 Milford Street) – 08/08/2018
- Aoude Gas & Repair Service (73 Main Street) 08/08/2018
- Medway Community Church (200 Main Street) – 09/10/2018
- Verizon (92 Main Street) – 12/03/2018
- Hogan Tire (85 Main Street) – 12/17/2018

The DRC reviewed seven site plans this year which generally included several meetings with applicants and architects during the informal, pre-application phase of site planning. We provide review letters to the Planning and Economic Development Board and the Zoning Board of Appeals as requested and participated in the public hearings where applicable.

- Milway Auto (50 Alder Street) - 01/22/2018
- CTS (9 Trotter Drive) – 05/07/2019
- Glen Brook Way Multifamily Housing (33 West Street) – 06/18/2018
- Medway Community Church Parking Expansion (9 & 11 Slocomb Place) – 08/20/2018
- Multifamily Housing (22 Evergreen Street) – 10/15/2018
- Multifamily Housing (39 Main Street) – 11/05/2018

- Medway Department of Public Works Building (46 Broad Street) – 12/03/2018

The DRC was vital in providing informed recommendations to help the Town move forward with plans for a LED Changeable Message Sign at Choate Park. The DRC helped design a stone base for the sign and created a presentation board for the Annual Town Meeting on 11/19/2018. The sign is expected to be installed and functioning in 2019.

On 10/22/2018, members of the DRC participated in the Oak Grove Zoning command provided their support in a hands-on workshop to help steer the design of the Oak Grove Development project.

We were pleased to welcome Rachel Wolff Lander during 2018 as a newly appointed DRC member. Continuing members include Seth Kendall, Dan Connolly, Rachel Walsh, Jess Chabot, Tom Gay, and Matt Buckley. The DRC continues to seek a member from the business community representing the Medway Business Council.

Looking forward to 2019, the DRC intends to:

- Support the LED Changeable Message Sign at Choate Park implementation and provide support with developing design guidelines for the messages to be displayed.
- Provide a signage program for the EPFRAC projects that can be applied to all municipal signage.
- Return to the process of reviewing the current sign bylaw and drafting new regulations so its provisions align more closely with the *Design Review Guidelines* and effectively serve the community.
- Work to help develop design guideless for banners for the new light poles on Main Street/ Route 109.
- Provide more updated information through the Committee's page on the Town's website.
- Continue providing design review of all signage applications to ensure they align with the *Design Review Guidelines*.
- Continue providing site plan application review to ensure they align with the *Design Review Guidelines*.

The commitment of the DRC is to assist in shaping what can be the very best built environment for Medway. Each member is motivated to employ their skills in all related aspects of the community both private and public. We continue to reach out to each and every Town board and committee to involve the DRC where possible and to utilize our specific skill sets. The DRC attempts to encourage design that is attractive, inviting, harmonious with its surroundings, and enhances the visual experience of the community. I believe we have been successful in working toward that goal 2018.

Respectfully submitted,



Matthew Buckley, Chairman

REPORT OF THE ECONOMIC DEVELOPMENT COMMITTEE

The Economic Development Committee (EDC) works proactively to promote, encourage, and facilitate the development of responsible and properly planned business and industrial growth within the community in order to expand and strengthen the local economy and diversify the community's tax base.

Membership is comprised of individuals who either reside or work in Medway and are appointed by the Planning and Economic Development Board. Members in 2018 included: Keith Peden, Chair, Deanna Kaiser Doughty, Vice Chair, Richard Di Iulio, Paul Yorkis, Jennifer Kendall, Zachary Knowlton, Hugh McKinnon (since resigned), and Anthony Varrichione. The Committee typically meets at 7 p.m. in the Town Hall on the third Thursday of the month. The Committee is staffed by the Director for the Community & Economic Development Department, Barbara J. Saint Andre.

During 2018, the Economic Development Committee:

- Forged a closer relationship with the Medway Business Council and other local businesses.
- Is working with the Town's Communications Director, Sandy Johnston, to update the Town's Development Handbook and making it more user friendly.
- Explored opportunities to collaborate on cultural events to boost town businesses.
- Updated the Committee's webpage, including updates of the economic data for the Town.
- Member Varrichione was appointed as the Committee's representative to the Oak Grove Zoning Task Force, which is developing proposed new zoning for the Oak Grove Urban Renewal Area.

The EDC continuously works to:

- Grow Medway's commercial tax base.
- Work to eliminate bottlenecks in the permitting process and become known as a business friendly community.
- Engage the community in the discussion by enhancing the EDC website and communicating directly with other town committees.
- Identify funding sources that can be applied to the community's economic development.

Respectfully Submitted,

Keith Peden

Economic Development Committee Chair

REPORT OF THE HISTORICAL COMMISSION

Town Meeting Warrant Articles in 2018

An article requesting \$13,000 from CPA funds for the purpose of hiring a consultant to complete necessary work to nominate Evergreen Cemetery to the National Register of Historic Places was approved by Town Meeting voters on November 19th.

Notices of Intent to Demolish

Notices of intent to demolish the houses at 333 Village Street, 30 Milford Street; and 21 High Street were considered. HC members voted that a permit for demolition should be issued following a fire at **333 Village Street**; and that a permit for demolition of **30 Milford Street** could be issued as the house was not historically significant to the town. The house and barn at **21 High Street** were determined to be historically significant and a public hearing was scheduled for January 16, 2019 at the Senior Center.

Other properties brought to our attention in 2018: the old “poor farm” (Almshouse) property at 68 Lovering Street, sitting on a three-acre parcel of land; and the old Legion building on Cutler Street.

Because building owners who intend to tear down a historic house often give as their reason, “Cost to restore or repair is prohibitive; new construction is more cost effective,” commission member Mr. Liscombe suggested having a building consultant work with the commission to provide professional insight when certain Applications to Demolish are received, to help members determine if a building is preferably preserved, services of whom would be borne by the applicant. This may be incorporated into the **Building Demolition** bylaw in the future.

The revised Article XVII of Medway Bylaws, **Building Demolition**, adopted by Town Meeting voters in 2017, was approved by the Attorney General in 2018. Article XVII now includes buildings seventy-five or more years old (instead of one hundred years) and extends the delay of demolition period from nine to twelve months if a building is determined to be preferably preserved.

Evergreen Cemetery

Required documentation for our application to have the cemetery recognized on the National Register of Historic Places (NRHP) is nearly complete, thanks mainly to the extensive efforts of our Vice-Chairman, Paul Russell. Due to the complexity of the official application we need an experienced consultant to compile and correctly complete the work. Town Meeting appropriated funding from CPA funds to pay for a consultant.

Boston Post Cane

Mr. Russell located a replica of the original cane as the whereabouts of the original are unknown. He had a brass identification plate applied to it. With the help of Town Clerk Maryjane White, he located the oldest resident of Medway, Anne Saulen, who is over 100 years old and resides at the Genesis Home in Milford. Mr. Russell and the staff organized a presentation ceremony, which took place on June 27th, in the presence of Ms. Saulen’s family members, friends, staff, town officials, and the press. An article with pictures appeared in the *Milford Daily News*. Kudos to Paul for the work he did on this entire project.

Building Demolition Application

The form for applying to demolish a historic building was revised to comply with the revised Article XVII, with the help of Barbara Saint Andre, Director of Community and Economic Development.

Other Projects and concerns

Digitizing the Comprehensive Survey of Medway Properties

Mr. Russell completed this.

Architectural model of the original Town Hall is still under consideration, with a student architect interested in building it.

Plaques for historic houses: We are working on finding appropriate manufacturers, designs and size, house qualifications, and prices.

Facebook Page (Medway, Massachusetts Historical Commission)

We continue to contribute to and monitor our page and invite everyone to join the page.

Multi-family overlay district

We continue to monitor proposed building projects and zoning changes which might affect the historical character of Medway's National Historic Districts (Rabbit Hill and Medway Village).

Topics of discussion for future consideration have included the following: Having the portrait of Sanford cleaned (currently displayed at Town Hall); improving the site of the Garnsey house (the first house in Medway, site of the current dog park), making it more accessible to the public; identifying and placing site markers at certain historic Medway sites; compiling a booklet of historic parts of Evergreen Cemetery; creating a book of photos from Medway's collection of about 150 glass images, which Mr. Russell has digitized, giving more people the opportunity to see them; arranging for the preservation of more historic town records.

Personnel: Officers are: Chairman-Jeanne Johnson; Vice-Chairman-Paul Russell; Treasurer-Eugene Liscombe; CPC Representative-Eugene Liscombe. Bruce Hamblin; Cher Hamilton; Kathleen Reardon Hickey. We thank all members for their service to the Town on this Commission.

Respectfully submitted,

Jeanne Johnson, Chairman

REPORT OF THE MEDWAY PUBIC LIBRARY

Medway Public Library is an indispensable part of the community, recognized as an essential and reliable partner in the delivery of information resources, education, self-advancement, and recreation for all ages.

For the second year, the Library offered a free Summer Lunch Program, funded entirely by donations, for all children and their parents or caregivers. The very successful Summer Lunch Program expanded from once a week to three times a week in 2018. The Library served over 800 lunches! Children enjoyed the story times and the STEM and craft activities offered before and after lunch. We are very grateful to all the organizations, businesses, Friends of the Library and individuals who donated, and to Director of Wellness Ryan Sherman and the many other volunteers who picked up or served lunches.

The Library's Makerspace celebrated its second anniversary in June, 2018. A Makerspace is a communal area for people of all ages to get together to make things and to learn new skills. The Makerspace equipment, much of which was donated by Medway Cable Access, includes a 3D printer, Mac and Windows computers, computer-aided design software, video and audio editing software, VHS to DVD and 8mm and Super 8 converters, scanners for converting photographs, slides and negatives to digital format, a poster printer, a vinyl/paper cutter, a laminator and a CD/DVD buffer. Patrons and businesses donated equipment for a variety of traditional crafts, including sewing machines, fabric, soldering irons and tools. Mentors, many of them volunteers, have provided patrons with training in sewing, knitting, soldering, drawing, 3D design and printing, coding and robotics. Medway Cable Access offers drop-in assistance every Wednesday afternoon. Patrons meet regularly in the Makerspace for robotics, crafting, painting, science and other programs. A total of fourteen librarians from numerous other libraries toured the Makerspace during the year, seeking ideas for creating or enhancing their library Makerspaces.

The Library is open 48 hours a week. Three full and six part-time staff, as well as a pool of three substitute library assistants, served the public. The downstairs community area was open until 9:30 pm Monday-Thursday. Usage continued to be strong during 2018. Meeting rooms were used during the extended hours almost every evening that the community space was open, and a total of 178 groups and 581 individuals used the community space during the extended hours.

Thanks to our Library certification, Medway residents enjoy borrowing privileges for almost six million items in person and through interlibrary loan. Items not owned by Medway Library can be requested from other Massachusetts libraries, and generally arrive for pickup within a few days. Medway Library has 4,956 registered borrowers. On average, every week we serve 1,436 people of all ages, handle over 40 reference requests, host over 150 public computer internet users, and circulate 1,950 items. We host a diverse mix of Library-sponsored programs, Scout troops, other community groups and classes, art shows, and meetings of town boards. Attendance at programs held at the library averages over 80 people each week.

The Library's collection contains 140,672 items, including:

- Books
- Magazines
- Audio books
- Music CDs
- DVDs
- eBooks
- Streaming and downloadable video
- Downloadable audiobooks and music
- Museum, park, winter skating rink, and zoo passes
- Roku
- Hotspots
- Medway300 sturdy canvas tote bags
- Children's Kindle Fire for use in the Library

Striving to keep our collection current and to meet our community's needs, the Library added 4,304 items, not including eBooks, to the collection during fiscal 2018. Our museum, park, and zoo passes are funded with donations from the Friends of the Medway Library, individuals and local companies, and can be reserved online for pickup at the Library.

The Library's electronic presence includes a wide range of resources and services reached from the

Library's medwaylib.org website. These include access to eBooks, downloadable audio books, streaming video, and magazines provided by the Minuteman Library Network and the Medway Library. Our electronic resources continue to grow in popularity. In FY18, ebook, audiobook and downloadable video circulations reached 10,057 checkouts.

In addition, we offer both in-library and remote access to many databases provided by Medway Library, the Massachusetts Board of Library Commissioners, and the Minuteman Library Network. These databases include:

- Full text journal articles
- Reference resources
- Job search resources
- Genealogical resources
- Language learning resources
- Test preparation including college admissions, High School equivalency and career prep
- Newspapers

The Library's strong technology infrastructure gives patrons access to the catalog, interlibrary loan, office software products, and databases, and connects them with other people around the world. The library catalog interface and the app provided by Minuteman offer patrons an easy way to find and reserve items, renew checked-out items, pay fines online, and manage library accounts.

The Library is equipped with a self-checkout station, a photocopy machine, black and white as well as color printers, a fax machine, a scanner, and 16 public Internet access computers, in addition to the printers, computers and other equipment in the Makerspace. Wireless technology extends services to users equipped with their own laptops and other digital devices. The video setup in the Cole Room, provided through the Medway Cable Advisory Board, has been utilized for well-attended free movies hosted by the Friends of the Library, and for presentation during programs, business and municipal meetings. Meeting rooms were used 984 times in FY18.

The Library worked with the Department of Public Services to replace the shingled library roof, install a new furnace in the story hour room, improve the parking lot lighting, add hand dryers and filtered drinking fountains, and upgrade the kitchen to broaden the range of meals served through the Summer Lunch program.

Fifty-nine volunteers spent over 4,200 hours during Fiscal Year 2018, helping with book shelving and similar tasks, running programs such as the LEGO club, oil painting and sewing classes, and beautifying the Library grounds. That service would have cost over \$42,000 if paid for at minimum wage. In addition, two dozen senior tax relief program participants worked at the Library.

We are working with the school librarians and reading specialists to promote literacy and provide resources to students. The Youth Services Librarian brought story hour to the Medway extended day program, and to the Medway Farmers' Market, introducing the children to all that the Library has to offer. As we do each year, we secured Medway Cultural Council grants for programs for children and families, and offered a Summer Reading Program to encourage literacy. In 2018, 163 children and participated in the Library's Summer Reading Program.

We offered programs for children and teens:

- Baby & Toddler Story and Songs program – twice weekly, year round
- Story hour for ages 10 months - 5 years old – twice weekly, year round
- Cursive Club- once weekly, school year

- Monthly “Paws to Read” program, which gives children the opportunity to read to a trained therapy dog
- Arduino Coding Class
- Rookie FIRST Tech Challenge Robotics Team
- Wonderful World of Math
- Marvelous Magnets
- Crazy Catapults
- STEM Playground
- Snowflake STEM Extravaganza
- Karaoke Coding – Rhode Island Computer Museum
- Coding for Minecraft – Rhode Island Computer Museum
- Wonderful World of Bats
- Stormwater – Where does it go (led by Conservation Agent Bridget Graziano)
- Rube Goldberg Workshop
- Creative Colors Kids STEM(Walpole CFCE)
- Science Tellers Presents: Pirates Lost at Sea (Walpole CFCE)
- Parachute Play (Walpole CFCE)
- Barn Babies(Walpole CFCE)
- Butterfly Celebration
- Artful Thursdays
- Bubblewrap Crafts
- Sharpie Art Workshop for Teens
- Teen Paint and Sip
- Teen Sewing
- Teen Perspective Drawing
- Harry Potter Polymer Clay
- Dinosaur Crafts
- Teen Summer Reading Kickoff: Interactive Movie
- Teen Summer Reading Finale: Interactive Movie
- Pirate Day Fruit Tattoos
- Button Making
- Locker Craft
- Teddy Bear Sleepover
- Tumblebus
- Freeman and Higgs Jazz Duo
- All Hallows Read
- Life Size Pac Man – Kids and Teens
- Dinosaur Adventures Live Animal Show
- Dungeons and Dragons Character Creation Workshop
- Design Your Own Shrinky Dinks
- Move and Groove Sample Dance Class
- Finals Study Night
- Friends of the Medway Library Movie Screenings
- Friends of the Medway Library LEGO Club
- Friends of the Medway Library Gingerbread Festival

We offered programs for adults and families:

- North Sea Gas Scottish Band
- The Copley Cats a cappella group

- Monet's Magic: Pastel Paint Monet's Wondrous Water Lilies with Greg Maichack
- Mystery Writer Event: Bruce Robert Coffin
- Local Author Paula Sullivan: Simply Being Happy
- "Oh Shoot" Photography Club
- Monthly Book Group at the Senior Center
- Monday Night Knitting
- Through Hiking the Appalachian Trail
- Art displays in the Conference Room
- Painting with Trudi for Adults and Teens
- Preparing Perennials for Winter
- What's All the Hype About Essential Oils
- DIY Hand Sanitizer
- Photographing Springsteen
- Polymer Clay Jewelry
- Sewing
- Quilting
- Papercrafting
- A Look Inside the Great American Baking Show
- Growing Mushrooms at Home
- Attracting Birds, Butterflies and Other Beneficials
- Blender 3D Modeling
- Mosaic Art Workshops for Teens & Adult(Medway LCC)
- Learn to Play Chess
- Harmonica Lessons (Medway LCC)

We continue to reach out increasingly through Facebook, the Town of Medway and the Library's newsletter and local news outlets to get the word out to more people about what the Library offers.

Many of our programs, including the Lego Club and the Gingerbread Festival, are organized and funded by the Friends of the Library. In addition, most of our donations come from the Friends. Donations also come from individual donors, bequests, local businesses, and fundraisers. We are very grateful to everyone who has donated to the Library, and to the Medway Garden Club for beautifying the area around the Library. We are especially thankful for our dedicated staff and volunteers, and for the continued support by our patrons. Please visit, call, or email the Library and tell us how we can make the Library even more useful and relevant for you.

Medway Library total collection size (FY18)	140,672
Subscriptions (FY18)	101
Number of registered borrowers (FY18)	4,956
Circulation transactions (physical items) (FY18)	101,403
Digital audio downloads (FY18)	3,441
Ebook downloads (FY18)	6,492
Interlibrary loans (FY18)	34,227

Attendance in library (visits)(FY18)	74,693
Number of reference transactions (FY18)	2,415
Number of children's and teen programs held (FY18)	332
Total attendance at all children and teen programs (FY18)	3,597
Participation in the summer reading program	163
Total number of persons volunteering (FY18)	59
Number of hours volunteered (FY18)	4,274
Users of public Internet computers during a typical week (FY18)	150
Total number of hours the Library is open per week	48

Respectfully submitted,
Medway Board of Library Trustees & Director

REPORT OF THE NORFOLK COUNTY MOSQUITO CONTROL DISTRICT (NCMCD)

NCMCD operations apply an Integrated Pest Management (IPM) approach to mosquito control that is rational, environmentally sensitive, and cost effective.

Surveillance

NCMCD is engaged in an intensive monitoring process through weekly field collections and data analysis in collaboration with the Massachusetts Department of Public Health (MDPH) to detect for disease-vectoring mosquitoes. Virus isolations assist us in focusing our surveillance to hot zones thereby allowing us to alert nearby towns of a potential epidemic. Public requests for service alert us to high numbers of nuisance mosquitoes.

Virus Isolations in the town: 6 pools submitted, no isolations in 2017

Requests for service: 233

Water Management

Communication with residents and town/state/federal officials, site visits, monitoring, wildlife management, and land surveys while maintaining regulatory compliance is integral to the management of waterways that may contribute to mosquito breeding. Pre- to post-management documentation allows us to assess the efficacy of our work. Tire collections remove a common breeding site of mosquitoes.

Culverts cleared 21 culverts

Drainage ditches checked/hand cleaned 450 feet

Intensive hand clean/brushing*	450 feet
Mechanical water management	0 feet
Tires collected	5

** Combination of brush cutting and clearing of severely degraded drainage systems or streams by hand.*

Larval Control

When mosquito larval habitat management is not possible, larval mosquito abatement is the most environmentally friendly and effective method of mosquito control. An intensive monitoring program, aides in our decision to effectively target culprit locations.

Spring aerial larvicide applications (April)	335.8 acres
Summer aerial larvicide applications (May – August)	0 acres
Larval control - briquette & granular applications by hand	14.6 acres
Rain basin treatments – briquettes by hand (West Nile virus control)	951 basins
Abandoned/unopened pool or other manmade structures treated	0

Adult Control

Adult mosquito control is necessary when public health and/or quality of life is threatened either by disease agents, overwhelming populations, or both. Our surveillance program, along with service request data and state of the art GPS and computer equipment, allows us to focus our treatments to targeted areas.

Adult aerosol ultra-low volume (ULV) applications from trucks	3,500 acres
Barrier applications on municipal property	3, using 60 gallon mix

Respectfully submitted,

David A. Lawson, Director

REPORT OF THE NORFOLK COUNTY REGISTRY OF DEEDS

2018 Annual Report to the Town of Medway

William P. O'Donnell, Register

649 High Street, Dedham, MA 02026

This year was a very special year for the Norfolk County Registry of Deeds as we celebrated our 225th anniversary, making us one of the oldest registries in the United States. The public event, which took place last June, was highlighted by the publication of a historical booklet illustrating the many advances that had taken place at the Registry over the past two and a quarter centuries. The booklet also exhibited some of the notable land records of famous people who have lived in Norfolk County, including 4 United States Presidents, Nobel Prize winners and a person from each one of the county's twenty-eight communities.

The Registry of Deeds is the principal office for real property records in Norfolk County. Its mission is to maintain and provide for accurate, reliable and accessible land records to all residents and businesses of Norfolk County. The Registry receives and records hundreds of thousands of documents annually. It houses more than 8.5 million land documents dating back to 1793 when George Washington was President. The Registry is a primary and indispensable resource for title examiners, mortgage lenders, municipal officials, homeowners, title examiners, real estate attorneys, genealogists and others with a need for land record information.

The Registry operates under the supervision of the elected Register, William P. O'Donnell, who has held the position since 2002.

2018 Registry Achievements

- Register William P. O'Donnell and his staff continued their direct outreach to town halls, senior centers, businesses, historical commissions and civic groups across Norfolk County. The Register was a guest on a Medway Cable Access show hosted by Marcia Lombardo. The Register participated in the Medway Health Fair held at the Medway Senior Center on May 24th and held office hours at Medway Town Hall on May 15th.
- The Registry of Deeds Customer Service and Copy Center continues to provide residents and businesses with quality service. **This year alone, the Center handled more than 5,000 requests.** These requests included the filing of Homesteads, accessing deeds, verifying recorded property documents and assisting those in need of obtaining a mortgage discharge notice. Customers can contact the Customer Service and Copy Center at 781-461-6101. Hours of operations are 8:30am to 4:30pm, Monday through Friday.
- In calendar year 2018, **the Registry collected more than \$55 million in revenue.**
- The Registry of Deeds continues to address legislative issues to benefit consumers. In 2019, we will continue to advocate for mortgage transparency by refiling legislation requiring mortgage assignments be recorded at the appropriate Registry of Deeds.
- This year saw a record number of electronic recording filers, **approximately 1,530.**

- In 2018, we hit a record high of recording our **36,490 Registry of Deeds book**. For the sake of security and redundancy, we store our documents 3 different ways: hard copy, electronically and by microfiche.
- In calendar year 2018, the Registry processed over **12,000 Homestead applications**. The law Chapter 188 (M.G.L.) provides limited protection of one's primary residence against unsecured creditor claims.
- The Registry continues to fine tune its completed History Comes Alive Transcription program. The initiative, the first in New England, makes land recorded documents written by scribes of the 18th and 19th centuries in the old cursive hand writing style much easier to read by converting the words into easy-to-read electronic text. **The program earned the praise of two-time Pulitzer Prize historian, David McCullough.**
- During the end of 2018, the Registry of Deeds started a major renovation project which included updating its electrical system, repairing the ceilings, remodeling the recording area and public work stations.
- The internet library of images, accessible to the public through the Registry of Deeds' online research system at www.norfolkdeeds.org continues to expand. Today, all documents dating back to the first ones recorded in 1793 are available for viewing.
- For the first year, patrons had the ability in Land Court to scan their plans in color.
- We also continued our commitment to cyber security with annual training of our employees.
- In 2018, we have expanded our website by including a genealogy page and a section highlighting land records of notable people – United States Presidents, military heroes, noted authors and leaders in their fields of education, environment and the law
- The Registry's website www.norfolkdeeds.org routinely updates the public on such news as real estate statistics, answers to frequently asked questions, the latest schedule for our community outreach initiatives, along with detailing of our consumer programs. Additionally, we also write a monthly column for various Norfolk County newspapers and their online websites. We also distribute a weekly press release to alert residents of the latest happenings as well as to remind them of our consumer services.
- The Registry's free Consumer Notification Service **experienced a 21% increase in enrollment from the previous year.** This consumer/public safety program allows any county resident to opt in to this free notification service and be alerted when any document – fraudulent or otherwise – is recorded against their name. For more information, please see our website at: www.norfolkdeeds.org.
- Register O'Donnell hosted several free computer seminars at the Registry to provide hands-on-training to the general public, municipal officials, real estate professionals, genealogists and the legal community.
- The Registry continued its community outreach commitment by working with Interfaith Social Services of Quincy, Father Bill's & MainSpring of Quincy and the VA Boston Healthcare System, Voluntary Service Program on our 'Suits for Success' program and

supporting the New Life Furniture Bank of MA in Walpole to assist those who are in need of household items. ***Our Toys for Tots' Drive has collected over the years 1,950 presents. Our Annual Holiday Food Drive continues to support Food Pantries in Norfolk County. This year's food drive collected enough groceries and household products to be able to visit multiple food pantries. Finally, the Registry has received more than 4,000 pieces of clothing donations for our "Suits for Success" programs.***

Medway Real Estate Activity Report

January 1, 2018 – December 31, 2018

During 2018, Medway real estate activity saw increases in both total sales volume and average sales price.

There was a 4% decrease in documents recorded at the Norfolk County Registry of Deeds for Medway in 2018, resulting in a decrease of 102 documents from 2,748 to 2,646.

The total volume of real estate sales in Medway during 2018 was \$108,825,016, a 5% increase from 2017. The average sale price of homes and commercial property was also up 7% in Medway. The average sale was \$469,073.

The number of mortgages recorded (492) on Medway properties in 2018 was down 14% from the previous year. Also, total mortgage indebtedness decreased 8% to \$140,735,396 during the same period.

There were 6 foreclosure deeds filed in Medway during 2018, representing a 100% increase from the previous year when there were 3 foreclosure deeds filed.

Homestead activity decreased 9% in Medway during 2018 with 252 homesteads filed compared to 278 in 2017.

The Medway notable land deeds selection for the 225 Anniversary Commemoration booklet was James "Grizzly" Adams, mountaineer and bear trainer. James Adams was born in 1812 in Medway. At the age of 21 he pursued his true passion of the outdoors and nature. He became proficient in woodsmanship, survival and marksmanship while hunting in the wildest parts of Maine, Vermont and New Hampshire. He went to California during the Gold Rush of 1849 and worked as a miner, farmer and salesman. He captured a grizzly and the bear turned out to weigh 1500 pounds, one of the largest ever captured alive. Grizzly Adams' work inspired the California state flag and established the grizzly bear as California's state land animal.

Finally, our objective at the Registry will always be to maintain, secure, accurate and accessible land records for the residents and businesses of Norfolk County. It is a privilege to serve you.

Respectfully submitted by,



William P. O'Donnell

Norfolk County Register of Deeds



Register O'Donnell speaking at the Millis Public Library



Register O'Donnell with staff and a constituent at Randolph Town Hall Office Hours



President John Adams, Register O'Donnell and Governor John Hancock celebrated the 225th Anniversary of Norfolk County

Medway Real Estate Activity Report January 1, 2017 – December 31, 2017

During 2017, Medway real estate activity saw a decrease in total sales volume but an increase in average sales price.

There was an 11% decrease in documents recorded at the Norfolk County Registry of Deeds for Medway in 2017, resulting in a decrease of 352 documents from 3,100 to 2,748.

The total volume of real estate sales in Medway during 2017 was \$103,855,809, a 6% decrease from 2016. However, the average sale price of homes and commercial property was up 4% in Medway. The average sale was \$440,066.

The number of mortgages recorded (569) on Medway properties in 2017 was down 21% from the previous year. Also, total mortgage indebtedness decreased 22% to \$152,170,081 during the

same period.

There were 3 foreclosure deeds filed in Medway during 2017, representing a 25% decrease from the previous year when there were 4 foreclosure deeds filed.

Homestead activity decreased 12% in Medway during 2017 with 278 homesteads filed compared to 315 in 2016.

Finally, our objective at the Registry will always be to maintain, secure, accurate and accessible land records for the residents and businesses of Norfolk County. It is a privilege to serve you.

Respectfully submitted by,

William P. O'Donnell, Norfolk County Register of Deeds



Register O'Donnell speaking at the Walpole Council on Aging



Register O'Donnell with staff and a constituent at Milton Town Hall Office Hours

REPORT OF THE MEDWAY OPEN SPACE COMMITTEE

The Open Space works within the context of the Open Space Master Plan (which can be located on the committee's section of the Town of Medway website).

The committee along with the trail club continues to work on extending and improving the trail through the Adam Street Meadow to the Boardwalk. The trail has also been complete from Summer Street connecting Summer Street to this trail network.

Significant land reclamation, trash removal, and pruning were undertaken by the committee and volunteers again in 2018.

The committee participated in the annual Medway Clean Sweep day.

The committee continues to work on improving access to the Amphitheater – a four-acre meadow and woodland off of Village Street on the Charles River. This area also includes a short nature trail loop around the property. Discussions continue on providing access from Village Street. A topographical survey of the area has been scheduled for 2019.

Community outreach continues and has increased through Open Space Facebook page.

On-line trail maps have been updated.

The committee is working on draft plans to increase access/trails from the Center of Town to Oakland Park and along the Charles in the Neelon Lane area.

The committee is represented on the Oak Grove committee as they continue to explore options for this site.

The committee actively participated in the updated of the Open Space and Recreational plan.

The committee continues to work with all town boards, in particular DPS and Conservation Commission.

Respectfully submitted by:

Tina Wright Chair, Medway Open Space Committee

REPORT OF PARKS AND RECREATION COMMISSION

Overview

The Park and Recreation Commission conducts and promotes recreation, play, sport, physical education and other programs to meet the leisure time needs of the town. The Commission works to promote, maintain and improve the various parks, playgrounds, fields, and facilities under its jurisdiction. The Commission establishes usage policies, sets rate schedules, and issues approved permits for the usage of Medway's various parks, fields, recreation areas, and related facilities.

The Commission currently consists of three members elected for terms of 3 years each. The Commission is currently comprised of:

Sean Murphy, 2019

Michael Tudino, 2020

Debi Rossi, 2021

Paul Mahoney, (Past Member, 2018)

Personnel

In July 2018, The Town hired its first full time Parks and Recreation Director, Julie Harrington. The Parks and Recreation Director reports to the Town Administrator.

In 2018, under Ms. Harrington's leadership, the Parks & Recreation Department successfully launched its first year of offering various recreational based activities for the Town's youth, adults, and seniors. Brochures were mailed to all households in the fall of 2018. This mailing coincided with an established partnership with *MyRec.com* to launch Medway's new Parks & Recreation website, www.medwayparksrec.com. Within the site, participants can register for Parks and Recreation offerings, make payments, review schedules of events, view virtual brochures, and gain additional information on various recreational opportunities. Ms. Harrington has also enhanced the Department's delivery channels by creating a social media presence on both *Facebook* and *Instagram*.

In 2018 the Parks and Recreation Commission:

- Purchased new Coakley Concession Stand equipment (\$4,700) that will be utilized by the Medway High School Boosters for various fundraising events.
 - Allocated \$77,000 to purchase three new pieces of motorized equipment that will be utilized by DPS to maintain the various fields and parks.
 - Formally entered into an annual turf maintenance agreement with *R.A.D. Sports* (\$13,387 annually) which will include annual grooming, cleaning, magnetic sweeping, and G-Max testing of all three of the Medway High School turf fields.
 - Allocated funding to add new fencing around the Idylbrook Field parking areas (approx. \$12,000) to prevent vehicles from driving on prohibited areas.
 - For Fiscal Year 2018, transferred \$200,000 to the Athletic Field Stabilization Fund.
 - Updated the Usage Policy for Medway Parks and Recreation Fields and Facilities.
 - Updated the Fee Schedule for Medway's Parks and Recreation Fields and Facilities.
 - Drafted a new usage policy for the new Choate Park and Oakland Park Pavilions.
-
- Issued close to 300 field permits for 29 individual organizations.
 - Hosted a combination of 15 special events, fundraisers, and tournaments for both Medway organizations and private renters on various fields and facilities.

Future Priorities

As the Parks and Recreation Commission looks to the future, we will continue to focus on expanding the recreational programming opportunities for the residents of Medway. We will continue our efforts to work closely with all in-town youth organizations in their program administration. The Commission will strive to maintain both efficiency of operations and fiscal responsibility. We will focus on enhancing our fields and facilities by working closely with our dedicated Public Works team. More specifically, the Commission will look to develop a long-term improvement plan for the VFW field complex, invest in new equipment storage solutions for our in-town renters, and move forward with plans to increase the number of fields with lighting.

Respectfully Submitted,

Michael Tudino, Chair

REPORT OF THE PLANNING AND ECONOMIC DEVELOPMENT BOARD OVERVIEW

The mission of the Medway Planning and Economic Development Board (the Board) is to develop policies, planning initiatives, and zoning regulations to guide the future development of Medway in ways that are consistent with the vision and values included in the Medway Master Plan.



The Town's adoption of a Charter in the spring of 2008 resulted in an expansion of the Board's traditional planning role to include *economic development*. To that end, the Board tries to meet the mandate of that charter and provide leadership to grow the Town's economic development efforts in partnership with the Medway Economic Development Committee, the members of which are appointed by the Board, and the Medway Redevelopment Authority. The Board endeavors to serve the Town of Medway with the highest degree of consideration for Medway's citizens by preserving the community's land/natural resources while also working to facilitate economic development and investment in Medway to achieve a well-balanced community.

State law authorizes municipal planning boards to review and approve subdivisions, recommend street acceptance to Town Meeting, update the *Zoning Map*, issue special permits, recommend amendments to the *Zoning Bylaw*, and conduct Scenic Road public hearings. Pursuant to the *Medway Zoning Bylaw*, the Board serves as the special permit granting authority for Adult Retirement Community Planned Unit Developments (ARCPUD), Open Space Residential Developments (OSRD), rehabilitation projects in the Adaptive Use Overlay Districts (AUOD), mixed use developments in the Commercial I zoning district, and multi-family developments in the recently established Multi-Family Overlay District. The *Zoning Bylaw* also authorizes the Board to

review and act on all applications for site plan approval.

The Board is readily available for informal/pre-application discussions with prospective developers. Those are scheduled to take place during regular Board meetings and the Town's other land use boards/committees are invited to attend and participate. The Board's staff regularly participates in inter-departmental team meetings for project review.

BOARD COMPOSITION

The Board is comprised of five elected members and an Associate Member who is appointed jointly by the Board of Selectmen and the Planning and Economic Development Board. At the May 2018 election, Medway's voters re-elected Tom Gay to serve a three year term through May 2021. Continuing members were Rich Di Iulio and Matt Hayes whose terms conclude May 2019 and Andy Rodenhiser and Bob Tucker whose terms end in May 2020. Following the 2018 general election, the Board selected its officers for the next 12 months. Andy Rodenhiser was re-elected to the position of chairman, Bob Tucker was re-elected to serve as Vice-Chairman, and Tom Gay was re-elected to serve as Clerk. The Board does not presently have an Associate Member.



Planning and Economic Development Board Members

Rich Di Iulio, Bob Tucker, Andy Rodenhiser, Matthew Hayes and Tom Gay

MEETINGS

The Planning and Economic Development Board meets regularly on the second and fourth Tuesday evening of each month at 7 pm in Sanford Hall at Medway Town Hall. Meetings are broadcast live on Medway Cable Access and are also available for viewing at <http://www.medwaycable.com/> and <https://livestream.com/MedwayCableAccess>. Additional Board meetings are scheduled, usually on Tuesday nights, when the workload necessitates. During 2018, the Board held 29 regular and special meetings. Included within those meetings were public hearings for proposed site plans, adult retirement community developments (ARCPUD), subdivisions, amendments/modifications to previously approved plans and decisions, and proposed amendments to the *Medway Zoning Bylaw*.

COLLABORATION

The Board continued its efforts to strengthen communication and promote expanded collaboration with other Town boards, committees and departments. The Board is represented by one of its members on the Town's Community Preservation Committee, Energy Committee, Design Review Committee, and Economic Development Committee.



The Board continues to work positively with other Town boards and departments which are impacted by the Board's activity including the Treasurer/Collector's office, Assessor's office, Building Department, Department of Public Services, Zoning Board of Appeals, Open Space Committee, the Fire and Police Departments and the staff in the Community and Economic Development Department. In addition, Board Chairman Andy Rodenhiser was elected to the Medway Redevelopment Authority and serves as its chair. This position enables him to represent the Board's long-standing interest in planning for the redevelopment of the Oak Grove/bottle cap lots area of Medway.

2018 ACCOMPLISHMENTS

Some of the key accomplishments of the Board during 2018 included:

- Proposed and secured approval of amendments to the *Medway Zoning Bylaw*. As recommended by the zoning consultant who assisted the Board with recodifying the bylaw in 2014 and 2015, the Board continued to develop proposals to amend and refine certain sections of the zoning bylaw.
- Reviewed and approved site plans for the development of CTS at 9 Trotter Drive and site improvements at Choate and Oakland Park, and began the review process for a site plan for the new Medway Department of Public Services building at 46 Broad Street.
- Began review process for a recreational marijuana special permit for 2 Marc Road.
- Participated on the Oak Grove Zoning Task Force with a specific mandate to develop new zoning provisions for the Oak Grove urban renewal area.
- Completed work on an update to the Town's official Open Space and Recreation Plan and secured approval from the Commonwealth of Massachusetts.

SUBDIVISIONS

The following list summarizes residential subdivision activity during 2018.

Applegate Farm (Applegate Road) – Applegate Farm is a 22 lot subdivision located at the northeast corner of Coffee and Ellis Streets. House construction continued during 2018.

Hartney Acres (Newton Lane) – 8 lot subdivision east of Nobscott Road. House construction is completed. Street acceptance during 2019 is anticipated.

Village Estates (Bedalia Lane) – 2 lot, private way subdivision located off the north side of Village Street.

Roadway and infrastructure construction have been completed.

The Haven (Sorrento Lane) – 3 lot, private way subdivision located off the west side of Fisher Street. Application received, plan reviewed, public hearing held, decision issued, and plan endorsed during 2016. The property was sold and construction began in 2017. Construction concluded in 2018.

Paul Revere Estates (Revere Road) – 6 lot subdivision located at 39 Main Street, east of Medway Commons. During 2017, a subdivision application was received, the plan reviewed, a public hearing was held, and a decision issued. In 2018, the property owner decided not to pursue this project and is planning to convey the property to a multi-family housing developer for a 40B Comprehensive Permit for an apartment development at this site. .

During 2018, the Board reviewed 8 applications for ***Subdivision Approval Not Required (ANR) Plans***. ANR plans usually show a land split or a rearrangement of property boundary lines without the construction of any new roadways. The Board endorsed ANR plans for the following properties during 2018:

- 19A & 21 High Street
- 78 Fisher Street
- 123 Main Street
- 2 & 4 West Street
- 15 Trotter Drive
- 32R Hill Street
- 13 Ohlson Circle
- 288 & 290 Village Street

ADULT RETIREMENT COMMUNITY PLANNED UNIT DEVELOPMENTS (ARCPUD)

Salmon Health and Retirement - In March 2016, the Board approved an adult retirement community special permit for Continuing Care Management, LLC of Westborough, MA to develop an age-restricted, active adult/senior residential living community on a 56.9 acre site located at 259, 261, 261R and 263 Village Street. To be known as The Willows at Medway and Whitney Place, the proposed development includes 225 senior living residences including 54 cottage style independent living homes located in 29 building and a main building to include 15 cottage style independent living homes, 40 memory care apartments, 60 assisted living apartments, and 56 independent living apartments; a 3,522 sq. ft. community center/pavilion; and an 11,475 sq. ft. medical office building.



Salmon Senior Living Community – Main Building

Planned site improvements include 5,498 linear feet of privately owned roadway, sewage and water service; drainage/stormwater management facilities; 37.4 acres of dedicated open space open to the public; paved sidewalks; walking trails/paths; and associated parking and landscaping. Site access and egress will be from Village Street, a Medway Scenic Road. The open space land will be owned by the applicant and will be protected through a Conservation Restriction granted to the Town of Medway, acting through the Conservation Commission, for conservation and passive recreation purposes and to permit public access to the open space land, trails, pathways and parking area. Site construction began in February 2019.

Millstone Village - An ARCPUD is a planned residential development for residents 55 years of age and older. In June 2014, the Board approved an ARCPUD special permit for a 51 acre site at Winthrop and Lovering Street for Millstone Village. The approved development will include 80 residential condominiums in 53 buildings comprised of single family homes, duplex townhouses, and triplex townhouses; 3,270 linear feet of privately owned roadway; sewage and water service; drainage/ stormwater management facilities; 20.4 acres of dedicated open space with walking trails available to the public; paved sidewalks; a community house; and associated parking and landscaping. Site access and egress will be from Winthrop Street, a Medway Scenic Road. The development will be constructed in phases and will include eight affordable dwelling units. Infrastructure and house construction at Millstone continued throughout 2018. The marketplace continues to respond positively to this development. It is expected the project will be completed during 2019.



Aerial photograph of construction at Millstone Village

SITE PLANS

During 2018, the following site plan activity occurred in Medway.

CommCan – Construction of a 60,000 sq. ft. industrial building to house a medical marijuana cultivation and processing facility at 2 Marc Road was completed and occupancy occurred in early 2018.



Façade Elevation for CommCan, 2 Marc Road

Exelon Expansion – In July 2016, the Board approved a site plan for expansion of the Exelon power generating facility at Summer Street and West Street. The expansion project is located on approximately 13 acres of the 94-acre property to the south of the existing three-turbine 135 MW power plant. The project includes the construction of two 100-megawatt (MW) turbines (200 MW total) and associated appurtenances including two 160-foot tall exhaust stacks; advanced emissions control equipment, natural gas compressors; a trailer mounted demineralizer system; aboveground storage tanks for ultra-low sulfur diesel oil (ULSD) (1 million gallons), service water (500,000 gallons), demineralized water (450,000 gallons) and a fully diked aqueous ammonia storage tank (12,000 gallons) including unloading areas; transformers and electrical interconnection facilities; a 236' by 66' administration and warehouse building; and a perimeter access road.

The installation of a new, approximately 3,000 linear foot gas pipeline, a 14-foot by 15-foot building to contain gas flow control and metering equipment, and a 12-foot by 16-foot building to contain gas monitoring and analysis equipment is located on the abutting land owned by Eversource. The Facility is running on natural gas using ULSD as a limited source of back-up fuel. The Facility includes a 55-foot high sound wall around the power block and a 25-foot high sound wall around the gas compressors.

Primary site access and egress is provided by the existing entrance on Summer Street and access to the facility is controlled via a motorized security gate. Emergency access is provided via an existing driveway on West Street. The project plans include the construction of stormwater management facilities, extensive landscaping, lighting and parking areas. The project interconnects with the abutting Eversource switchyard by an approximately 1,200 linear foot overhead electric circuit line. Construction commenced in 2017, continued through 2018 and will be completed in 2019.



Exelon Site Construction – November 2018

Country Cottage Children’s Center – In October, 2017, the Board approved a site plan for the construction of a 5,080 sq. ft., 1-story building for the relocation of the Country Cottage Children’s Center to its new home at the corner of Summer Street and Rustic Road. The project will include 22 parking spaces, stormwater drainage facilities, outdoor activity areas, fencing, and landscaping. Site traffic is managed by a two-way access/egress at Rustic Road and a one-way exit only driveway onto Summer Street. Construction commenced in early 2018. Occupancy in March 2019 is planned.



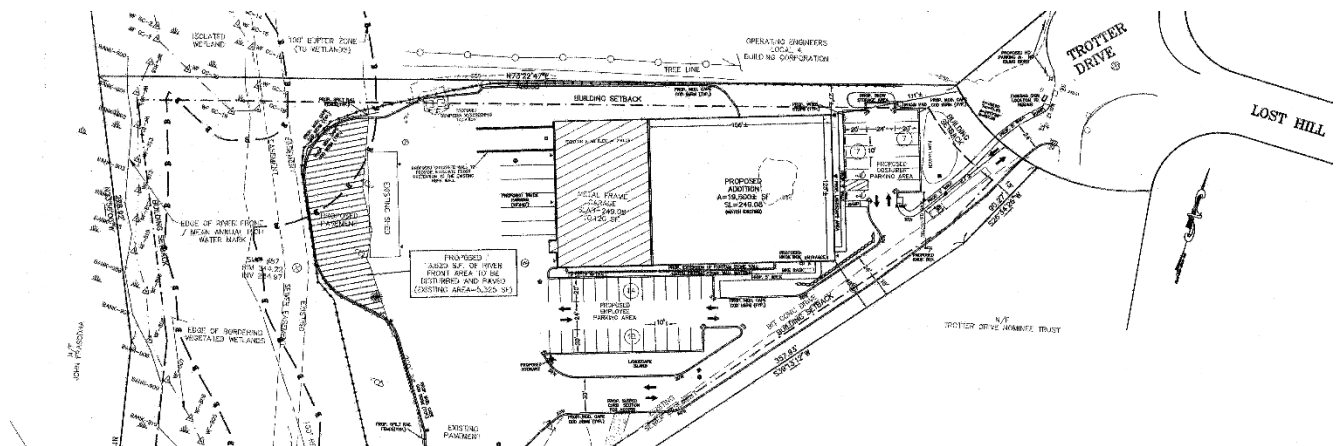
Country Cottage Children’s Center, corner of Summer Street and Rustic Road

O’Brien and Sons – In August 2017, the Board approved a site plan and special permit for the construction of a 10,531 sq. ft., one story building for offices, storage space used primarily for product literature, and related office functions for M.E. O’Brien & Sons. The company is relocating from Medfield to a new facility at 17 Trotter Drive in the Medway 495 Business Park. Also included are 22 parking spaces, landscaping, lighting, utilities, sewer/water connections, and installation of stormwater management facilities. Vehicular access will be provided from both Trotter Drive and Alder Street. Site construction began in December 2017 and was completed in the fall of 2018.



O'Brien and Sons New Building - 17 Trotter Drive

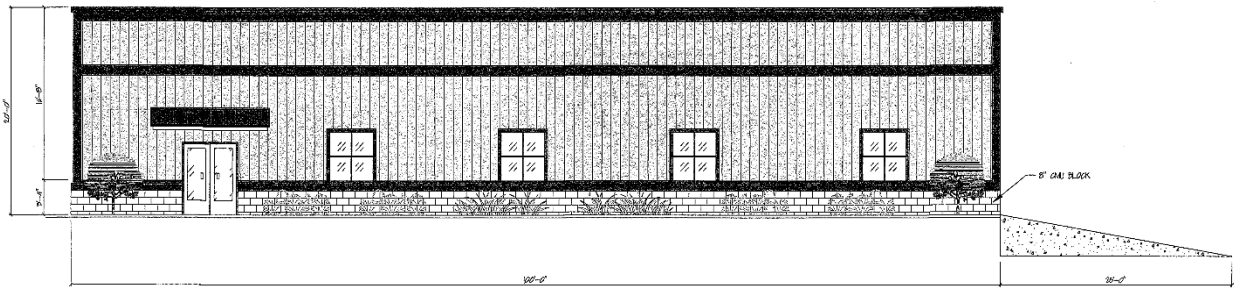
Merrimack Building Supply Expansion – In July 2017, the Board approved a special permit and site plan for the construction of a 19,500 sq. ft. addition to Merrimack Building Supply's existing 10,000 sq. ft. structure at 20 Trotter Drive in the Medway 495 Business Park. The project includes a new customer entrance, expanded parking for a total of 40 parking spaces, construction a new loading dock and paved area for truck access to the loading area, installation or relocation of utilities to accommodate the building addition, abandonment of the existing septic system and connection to Town sewer, installation of a stormwater drainage system where none presently exists, and installation of site lighting and landscaping. Site work began in late 2017 and continued through 2018.



Merrimack Building Supply Expansion Project Site Plan – 20 Trotter Drive

Converting Technical Services (CTS) - In July 2018, the Board approved a site plan for the construction of a 6,000 sq. ft., one-story building at 9 Trotter Drive in the 495 Business Park. The project includes associated parking and loading facilities for Converting Technical Services, a light manufacturing/warehouse business. The site plan includes parking for 20 vehicles, landscaping, stormwater drainage facilities, site and building lighting, and connections to municipal water and

sewer. Site access/egress is planned with two curb cuts on Trotter Drive. Construction began in August 2018; occupancy is expected in the spring of 2019.



CTS Building Elevation – 9 Trotter Drive

Choate Park – In October 2017, the Board approved a site plan for a variety of site improvements at Choate Park. The project includes construction/installation of varied and age-appropriate playground spaces including a natural/adventure play area, an asphalt “tricycle track” path, a wood pavilion, a water spray feature, trail improvements and extensions including a boardwalk and overlook platform at Choate Pond, 68 parking spaces (11 compact spaces), landscaping, site lighting, seating/benches and gathering areas, bike racks, stormwater drainage facilities, removal of the existing septic system, removal of the existing tennis courts, connection to municipal sewer system, repairs of the stonework at the park entrance, and construction of a public safety and maintenance vehicular route between Cassidy Field and Choate Park. Funding was approved by Town Meeting in May 2018 and construction began during the summer and into the fall of 2018; the park reopened to the public after a dedication ceremony on November 10th.



Choate Park Improvements Construction - August 2018

Oakland Park – In October 2017, the Board approved a site plan for a variety of site improvements

at Oakland Park. The project includes renovation and reorganizing of the parking, traffic circulation, playground area and other non-athletics portions of Oakland Park including varied and age-appropriate playground spaces, a wood pavilion, a prefabricated building to house bathrooms and office/storage facilities, ornamental fencing, seating/benches and gathering areas, an entry plaza, a drop off-pick up area, landscaping, expansion and reconfiguration of parking, stormwater drainage facilities, bicycle parking, site lighting, lighted pathway between the Senior Center and Oakland Park parking lot, and a separate entrance from Oakland Street to the Senior Center. Funding was approved by Town Meeting in May 2018 and construction began during the summer and into the fall of 2018; the park reopened to the public after a dedication ceremony on November 3rd.



Oakland Park Improvements Construction - August 2018

Medway Department of Public Services Building – In 2018, the Board began its review of a major site plan for the new Town of Medway Department of Public Services (DPS) building at 46 Broad Street. The major element of the proposed project is the construction of an approximately 35,000 sq. ft., two story building including garage space, on the site where a variety of existing DPS buildings are already located at 46 Broad Street. Five parcels comprise the site which totals approximately 35.8 acres. The project includes construction of two separate prefabricated storage buildings, one for salt storage (4,500 sq. ft.) and the other for materials storage (2,300 sq. ft.). The first floor of the new building will include the DPS vehicle services area for storage and repair, a wash bay, and supporting offices and operational spaces. The second floor (mezzanine level) will be dedicated to storage and building services. The new building will be accessed through the existing DPS site via Broad Street. The project also includes paved parking for a total of 29 staff and visitor vehicles including handicap accessible spaces conforming to ADA requirements. Fifteen truck parking spaces will be located under an overhead canopy where solar panels may be installed. The driveways and parking areas will be edged with vertical granite curb. There will be an additional 21 truck parking spaces located within the new building to service and store DPS vehicles.

review process, a number of businesses made use of the Administrative Site Plan Review procedures. This is suitable for smaller projects and involves project review by Town staff in lieu of a full review by the Board and its outside consultants. During 2018, the following projects were subject to Administrative Site Plan:

- Multi-tenant building at 135 Main Street
- PJ's Smoke and Grille – 112 Main Street
- T-Mobile – 113R Main Street

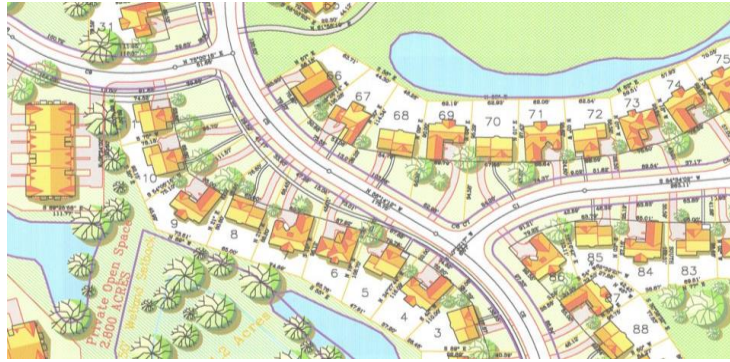
MULTIFAMILY HOUSING

Medway Green - In response to the new special permit/multifamily housing zoning provisions approved at the 2015 Annual Town Meeting, the Board received an application in late 2016 for Medway Green, an eight unit, townhouse style condominium development proposed for 176-178 Main Street at the northeast corner of Main Street and Mechanic Street. One affordable dwelling unit will be included within the development. One building with four townhouses fronts onto Main Street; the other building with four townhouses fronts onto Mechanic Street. Primary access is from Main Street with a secondary entrance to the site from Mechanic Street. A total of 16, off-street parking spaces will be provided. The existing structure at 176 Main Street was demolished. Stormwater management facilities have been installed. An open space seating area will be constructed at the corner of Main and Mechanic Streets and a sidewalk will be installed along the east side of Mechanic Street. The project was approved in March 2017. The permitted development was sold and the new owner commenced site construction in August 2018. First occupancy in the late spring of 2019 is expected.



Medway Green Building Elevations – Corner of Main and Mechanic Streets

STREET ACCEPTANCE – The Board and the Board of Selectmen have established a policy to work through the street acceptance process for at least one of the long-standing, unaccepted residential subdivisions per year. During 2018, the Board directed its attention to subdivisions on Candlewood Drive and Island Road which were accepted as public ways at the November 2018 Town Meeting upon the recommendation of the Board.



PLANNING AND ECONOMIC DEVELOPMENT PERSONNEL - Medway's planning office is staffed by Susy Affleck-Childs, the Town's full time Planning and Economic Development Coordinator with support provided by Mackenzie Leahy who served as Administrative Assistant for the Community and Economic Development Department through September 2018. Amy Sutherland continues to serve capably as the Board's recording secretary to record minutes of Board meetings. Since April 2018, the Board has also been guided by Barbara Saint Andre, Medway's new Director of Community and Economic Development. We are pleased she is part of the team in her new role.



Gino Carlucci, of PGC Associates in Franklin, is the Town's consulting planner. He continues to be instrumental in assisting the Board with its review of commercial and residential development plans and drafting and reviewing proposed amendments to *Medway Zoning Bylaw*. Gino participates in various regional planning and economic development organizations. He is a staunch advocate for Medway throughout the region and always represents and advocates for Medway.

Tetra Tech, based in Westborough, serves as the Town's engineering consultant. The Board was capably assisted during 2018 by professional engineers Steve Bouley and Sean Reardon and other specialized Tetra Tech staff with expertise in traffic engineering and stormwater management. Tetra Tech prepares technical engineering reviews for all development projects with permit applications before the Board to ensure that development plans meet the Town's standards and regulations. Tetra Tech also conducts site inspections during the construction of roadways and infrastructure for subdivisions and other development projects. Tetra Tech serves as the Board's eyes on the ground to ensure that roadway and infrastructure construction are completed in accordance with approved plans.

The Board is most appreciative of Town Counsel KP Law for their ready advice and assistance as we craft creative zoning initiatives and manage the legal details of subdivisions, special permits, performance security, and street acceptance. We appreciate their diligence and care on Medway's behalf.

We believe that good results come from good planning. With that philosophy, we hope that the community will continue to support us as elected officials and embrace the fundamental soundness of good planning and engineering practices. With each passing year, the build-out of Medway's undeveloped land continues. It becomes even more imperative that Medway be vigilant in its efforts to grow smartly. This is how we endeavor to serve.

The Board will continue to work toward a vision that establishes and promotes a more diversified tax base for Medway, thereby creating a more economically stable community. We will do that by utilizing proper planning techniques, giving attention to design elements that make our community attractive, respecting residents' opinions and perspectives, and balancing the community's vision with private property rights. Past Planning Boards built the platform on which the current Planning and Economic Development Board bases its work. They developed and promoted the adoption of *Zoning Bylaw* amendments to expand the available supply of commercially zoned land and a broader range of business types. Other zoning changes allowed for alternative housing options such as adult retirement communities and open space subdivisions. More recently, the Town approved new provisions for multi-family developments and accessory family dwelling units.

I would like to recognize the dedicated work of the allied land-use committees with whom we directly collaborate - Design Review Committee, Open Space Committee, Economic Development Committee, Affordable Housing Committee and Trust, and the Medway Redevelopment Authority. I encourage you to read their individual annual reports for highlights of their activities during 2018.

It has been my privilege and pleasure to serve Medway during 2018 with my fellow Board members Tom Gay, Bob Tucker, Matt Hayes and Rich Di Iulio. I admire their dedication and thank them for providing their time, talents and thoughtful perspectives. I particularly want to thank Vice Chairman Bob Tucker for his support and always being willing to step in to run Board meetings when I wasn't able to participate.

On behalf of the entire Board, I want to thank the citizens of Medway for electing us to guide the future growth and development of this wonderful community. We value that trust and will endeavor to do our very best to continue to earn it in the years ahead.

Respectfully submitted,

Andy Rodenhiser, Chairman

REPORT OF THE MEDWAY REDEVELOPMENT AUTHORITY

The Medway Redevelopment Authority (MRA) is an independent municipal urban renewal authority established by the Town of Medway in 2014, in accordance with Massachusetts General Laws, Chapter 121B. The Authority is governed by five members, four of whom are elected and the fifth member is appointed by the Governor. The members are as follows: Andy Rodenhiser, Chairman (2021); Michael Griffin, Vice Chairman (2023); Douglas Downing, Treasurer (2019); Rori Stumpf, Member (2022); and Paul Yorkis (State Member, 2019).

The mission of the Medway Redevelopment Authority is to encourage reinvestment by means of development of underutilized areas that will lead to job creation, added housing opportunities, a mix of commercial and industrial uses, an improved tax base, and a better quality of life for all residents of Medway. The MRA will function as a catalyst in fostering public/private partnerships.

The initial focus for the MRA is on the Oak Grove area, comprised of the “Bottle Cap lots” as well as a portion of the adjoining “Medway 495 Business Park”, which is bordered by Milford Street to the North, Milford town line to the West, Alder Street to the South and West Street to the East. The Bottle Cap lots derive their name from a 1920’s marketing promotion by Clicquot Club, which awarded small parcels to customers with winning bottle cap lots. There were originally approximately 1,018 Bottle Cap lots with an average size of approximately 1,600 square feet and dimensions of approximately 80 feet by 20 feet. The ownership of many of the lots has been consolidated over the years, but the configuration of many small, irregularly shaped lots with multiple owners remains a significant obstacle to redevelopment of the area.

During 2016, the MRA worked with BSC Group in the development of an Urban Renewal Plan for the Oak Grove area.

A vision for the area was developed early in the planning process, which reads as follows:

As a gateway to Medway, the Oak Grove Area shall have a strong identity and image while sustaining Medway’s high quality of life for residents and businesses. The development shall encourage a diverse mix of uses, including the potential for housing, business, industry and open space, in order to generate sustainable commercial and industrial employment opportunities, provide business opportunities for economic development, and deliver a net increase to Medway’s tax base. The Oak Grove Area shall leverage its access to the regional highway network and nearby regional development in a manner that supports balanced and sustainable development with consideration to minimizing environmental and social impacts.

The Urban Renewal Plan was approved by the MRA, the Board of Selectmen, and the Planning and Economic Development Board in 2017. On August 18, 2017, DHCD approved the Urban Renewal Plan. The MRA is now proceeding to implement the Plan, and will continue its outreach to the property owners in Urban Renewal area. The Redevelopment Authority appointed a zoning task force, which is currently working with a consultant, Ted Brovitz, to prepare a new zoning district for the Oak Grove Urban Renewal Area to accomplish the vision of the Plan.

In Fiscal Year 2018, at the Fall Town Meeting 2017, the Town appropriated funds in the sum of \$74,400.00 to the Redevelopment Authority for funding initial land acquisition costs, including but not limited to any legal and technical costs associated thereto, for the purpose of implementing a redevelopment and/or Urban Renewal Plan. The Redevelopment Authority expended funds in FY 2018 for the purpose of hiring appraisers to appraise some of the parcels in the Oak Grove Urban Renewal Area. Specifically, the Authority received appraisals from two appraisers for land owned by Mele on Trotter Drive, and for land owned by the Browns off of West Street. The amounts expended to date for appraisals is set forth below:

URBAN RENEWAL ACQUISITION ACCOUNT	
Appropriated 2017	\$ 74,400.00
FY 2019 start	\$ 74,400.00
FY 2019 spent to date	\$ 16,050.00
Remaining	\$ 58,350.00

Respectfully submitted,

Andy Rodenhiser, Chairman

REPORT OF MEDWAY PRIDE DAY COMMITTEE

Medway Pride Day is an annual community event that brings together the town's residents, businesses and community groups for a day of great fun, food and entertainment. Medway Pride Day 2018 was held on Saturday, May 19th in the parking lot and fields adjoining Medway Middle School. The rain did not dampen the spirits of those in attendance! Henry the Juggler moved his performance to under a tent and the Step by Step Dancers were unfazed by the rain.

Medway Pride Day features exciting games and carnival activities for the kids and many booths showcasing local businesses and organizations. Crafters and collectable vendors display unique items for sale. The day began with the Girl Scouts reciting the Pledge. Elementary students decorated their bikes for a few laps around the track in the annual bike parade. Field activities were provided by students from Medway High School as well as Medway Youth Football and Cheer. Performances on the stage included Medway's own Dale Freeman and Dan Rice. Businesses that participate in Medway Pride Day appreciate the opportunity to showcase products and generate sales while they show their pride in the local community. Medway Pride Day 2019 will be held on Saturday, May 18th, 2019.

Respectfully submitted,

Sarah Stone, Chair

REPORT OF THE ZONING BOARD OF APPEALS

The Zoning Board of Appeals is authorized by Massachusetts General Laws (M.G.L.) Chapter 40A to hear and decide appeals, applications for special permits, and petitions for variances, and to make other necessary findings. Under M.G.L. Chapter 40B it is also responsible for the issuance of comprehensive permits for affordable housing proposals. The *Medway Zoning Bylaw* designates the Board as the special permit granting authority for certain uses. Board meetings are regularly scheduled for the first and third Wednesday of each month at 7:30 p.m. in Sanford Hall at Medway Town Hall, or at other times and places as determined by the Board.

The Board consists of five permanent members and two associate members, each appointed by the Board of Selectmen for a three-year term. The members are as follows:

- From January 1, 2018 to July 1, 2018: Eric Arbeene, Chair (2018); Brian White, Vice Chair (2019); Carol Gould, Clerk (2019); Rori Stumpf, Member (2020), Bridgette Kelly, Member (2020), Christina Oster, Associate Member. One seat for associate member remained vacant.
- From July 1, 2018 to December 31, 2018: Rori Stumpf, Chair (2020); Brian White, Vice Chair (2019); Carol Gould, Clerk (2019); Christina Oster, Member (2021) and Gibb Phenegar, Member (2020). Two seats for associate members remained vacant.

The Zoning Board of Appeals is staffed by the Administrative Assistant for the Community & Economic Development Department (“CEDD”), who also serves as the Recording Secretary. Mackenzie Leahy and Kristin Stearley each served as Administrative Assistant for a portion of 2018.

The Board is also staffed by the Town’s Director of Community & Economic Development Department; currently Barbara J. Saint Andre who was appointed in 2018.

Tetra Tech, based in Framingham, serves as the Town’s engineering consultant. The Board was capably assisted during 2018 by professional engineers Sean Reardon and Steve Bouley, and other specialized Tetra Tech staff with particular expertise in civil and traffic engineering, wetlands and stormwater management

In 2018, the Board drafted and approved revised ZBA Rules & Regulations. It also granted a modification of the Glen Brook comprehensive permit for 42 age-restricted rental units, and decided petitions for special permits, variances, nonconforming structures and uses, and appeals.

The Board thanks those town employees and members of Town boards and committees who have worked diligently to provide comments to the Board in their review of applications. The Board would also like to thank those applicants who have come before the Board and the residents who have attended public hearings to voice their comments and questions.

The Board recommends that those who intend to file an application for a hearing with the Board review the aforementioned chapters of the Massachusetts General Laws, as well as the *Medway Zoning Bylaw*. The Board encourages all who intend to file an application for a ZBA hearing to meet with staff prior to application submission. Contact information, M.G.L. 40A and 40B, the *Medway Zoning Bylaw*, ZBA Application Forms, and other general information can be found on the Zoning Board of Appeals webpage on the Town website <http://www.townofmedway.org/zoning-board-appeals>.

Respectfully Submitted,

Rori Stumpf
Chair

REPORT OF THE SUPERINTENDENT OF SCHOOLS

We are pleased to report that the Medway Public Schools continue to be a very high performing district. An important focus of this year has been the continued planning and implementation of the 2019-2024 Medway Public Schools Strategic Plan. This plan, which was the result of feedback from many constituents, articulates the mission, vision, core values, and the goals of the Medway Public Schools. The major components of the plan include:

Mission:

The Medway Public Schools, in partnership with the community, creates an academically challenging, safe and supportive learning environment that promotes the pursuit of excellence for all.

Vision:

Medway Public Schools, aspires to provide all students with a robust, equitable academic program that engages, challenges, and supports all students to apply knowledge, develop talents and skills, think independently, work collaboratively, and become informed, responsible, and productive citizens of a global community.

Core Values:

- Active, continuous learning
- Equity and empowerment
- Relationships built on trust and mutual respect
- Comprehensive wellness for all

Goals:

- #1 Goal: Improved Learning: Improve the learning of all. (This is the CENTRAL goal)
- Goal #2: Social/Emotional Wellness: Foster the social, emotional, and healthy development of all.
- Goal #3: Innovative Teaching and Leadership: Ensure evidence based best practices and encourage innovation in teaching and leading.
- Goal#4: Positive Learning Culture: Cultivate a professional and student culture that values respect, trust, collaboration, and effective communication,

The Strategic Plan will serve the Medway Public Schools well as we continue to identify opportunities to improve the educational experience for students while ensuring that we are meeting their needs.

In addition to the work on the Strategic Plan, the Medway Public Schools welcomed a number of new leaders this year. Amy McDonald is the McGovern School principal; Craig Juelis is the Medway Middle School principal, and John Murray, Ed.D. serves as the Medway High School principal. In addition, Jeff Parcells joined Medway as athletic director.

The Medway Public Schools continue to examine practices and make adjustments to ensure that we are meeting the needs of all students. The achievement of the Medway Public Schools would not be possible without the ongoing support of the community and our excellent and committed faculty and staff.

Respectfully submitted,

Armand Pires, Ph.D., Superintendent of Schools

REPORT OF MCGOVERN ELEMENTARY SCHOOL

McGovern School is the early childhood school for the district and is home to our preschool-1st grade students. Our Integrated Preschool currently offers full and half day options five days per week. The preschool program has 37 students currently enrolled. In addition, McGovern School has eight, full-day kindergarten classes. Through the support of the Town of Medway, we are pleased that our students receive a full-day Kindergarten experience, tuition-free. The kindergarten has a current enrollment of 149 students. Finally, there are eight first grade classes serving 152 students. There is a total of 338 students currently enrolled at the McGovern School.

Students participate in all state required content curriculum and special subject courses. English Language Arts, including reading, writing, speaking, and listening skills are taught daily, along with mathematics. Essential elements of the balanced literacy program are integrated in the classrooms through readers' and writers' workshop. The *Everyday Math* program is the core Mathematics resource for the elementary grades. Science and social studies content is integrated into the English Language Arts curriculum and also taught as independent subjects. Science instruction is provided by each child's classroom teacher and new inquiry based units will be launched this year. Students also receive weekly lessons in art, music, health and physical education from McGovern's allied art specialists. Additionally, students have the opportunity to visit the library each week to hear a story, select a new book, and participate in STEM activities.

Technology instruction is integrated into individual classrooms and students have access to our Discovery Zone, computer lab, iPads and Chromebooks. Classrooms have projectors and document cameras to support classroom instruction.

This year, McGovern School has adopted Responsive Classroom. The use of this philosophical approach to teaching has helped the school community employ the consistent use of prosocial skills. Teachers implement Responsive Classroom/SEL Lessons across the school day on a consistent, proactive basis. Aspects of Responsive Classroom include a Morning Meeting, Energizers, Chill Zone and Quiet Time.

McGovern teachers receive ongoing professional development in order to stay current with the state curriculum and other mandates. During the 2018-2019 school year, elementary teachers are engaging in professional development around the Massachusetts Curriculum Frameworks in science, and are also examining a new core resource in Mathematics. In addition, staff members are receiving professional training in bullying prevention, Responsive Classroom and social emotional supports for students.

Support through the Medway Elementary Parent Teacher Organization (MEPTO) is an integral component of student support. Additionally, through fundraising activities, MEPTO offers many extra-curricular activities for the students including in-house enrichment programs and community events.

Parent nights at the school includes open house and curriculum evenings, reading and math family workshops and informational sessions on curriculum related activities. Orientation events are held for students transitioning to McGovern School.

The McGovern and Burke/Memorial Schools' administrations work closely together to keep lines of communication open and to ensure consistency between the elementary schools.

Teachers work collaboratively across grades and schools to ensure smooth transitions from school to school and to continuously review and update curriculum. Grade level groups also work with special education staff, Title I math staff and reading support staff to help provide students with the best possible education.

REPORT OF BURKE-MEMORIAL SCHOOL

Burke-Memorial School serves second, third and fourth grade students. Just under five hundred children attend Burke-Memorial School. The school houses 158 students in the second grade, 170 in the third grade and 166 in the fourth grade. There are eight sections at each grade level at Burke-Memorial School.

Burke-Memorial School students participate in academic and social-emotional learning opportunities throughout the school day. In English Language Arts, students participate in both readers' and writers' workshop every day. Students engage with content and process standards during mathematics instruction. Teachers bring the mathematics curriculum to life by integrating real-world problem solving skills into instruction. This year, teachers are emphasizing the importance of using multiple strategies to solve problems. Additionally, several teachers are piloting new curriculum resources in Mathematics.

Science and social studies content is integrated into the English Language Arts curriculum and is also taught as independent subjects. Third and fourth grade students receive hands-on science/technology instruction by a science specialist. Students participate in this integrated, paperless science/technology class three times a week. Second grade students receive science instruction from their classroom teacher. This year, our second grade teachers have received extensive professional development around the new Massachusetts Curriculum Frameworks in science. Students in second grade also receive technology instruction once a week. Memorial School students all participate in the Project Lead the Way Launch Program as part of their science/technology curriculum. Memorial School was recently recognized, along with five other schools, as a "100% Project Lead the Way School", indicating that all students participate in Project Lead the Way units of study.

Burke-Memorial school continues to expand technology options and offerings to students and teachers. In addition to a computer lab, teachers and students utilize a variety of electronic mobile devices including, iPads, Huddle Boards and Chromebooks. Interactive projectors and document cameras are also available in each classroom.

Curricular experiences at Memorial School are enhanced by weekly art, music, physical education and health education classes. Additionally, Memorial School benefits from a variety of partnerships with several community based organizations. This year, our partnerships include a residency program with the Revels. During this experience our second graders work directly with artists and musicians to enhance of their study of Heritage, Burke-Memorial School continues to host a vibrant partnership with Medway Community Farm. This partnership allows our second and third grade students to plant, care for and harvest crops at our school based garden. Fourth grade students visit the Medway Community Farm four times during the spring as part of the Fourth Grade Farm Experience Program.

This year, Medway Elementary Schools have adopted Responsive Classroom. The use of this philosophical approach to teaching has helped the school community employ the consistent use of prosocial skills. Teachers implement Responsive Classroom/SEL Lessons across the school day on a consistent, proactive basis. Aspects of Responsive Classroom include a Morning Meeting, Energizers, Chill Zone and Quiet Time.

Memorial School developed and continues to embody the motto: *We C.A.R.E. at Memorial School*. Each letter in C.A.R.E. stands for core values of the school: Cooperation, Acceptance, Responsibility and Effort. Students and staff celebrate accomplishments related to these core values throughout the school year. This motto directly correlates and supports the Core Values of Medway Public Schools.

REPORT OF MEDWAY MIDDLE SCHOOL

Medway Middle School currently serves students in grades 5-8. Medway Middle School seeks to provide students with a safe and nurturing learning environment that supports students academically, emotionally, and socially. The goal of the middle school is to support students during a formative, and often tumultuous time, in their development. In the end, the objective is to provide a strong educational experience that provides students with the requisite skills to become independent learners and conscientious citizens.

In 2018, Medway Middle School students participated in the second year of the new MCAS tests. As the case was last year, schools were not assigned an accountability level. While Medway Middle School continues to perform better than other schools in the Commonwealth, the staff continue to use performance data from these assessments to identify areas of strength and in need of improvement. This was also the second year of implementing the I-Ready assessment system which measures students in meeting math and reading grade level expectation. This resource has provided faculty with greater information to assist in meeting the needs of Middle School students.

The students of Medway Middle School continue to benefit from increased access to technology. The administrative team at the middle school continues to work closely with the Director of Technology and the Technology Integration Specialist to further enhance the educational experience for students through the use of technology. This past August, the district's 1:1 initiative was expanded to include current 8th grade students. As a result of this, our Technology staff redistributed existed Chromebook carts to other grade levels from the 8th grade classes which has expanded student access to these devices during each of their classes. These efforts have also assisted as Medway Middle School has transitioned to computer based testing for all MCAS tests. Medway Middle educators continue to meet regularly with the Technology Integration Specialist to share new ideas and information focused on advancing instruction through both devices and available software. These efforts are bolstered by staff members who have earned their Google Certified Educator status as staff members share their own efforts to enhance their instruction through technology. Educators are implementing and continue to pilot technology based curriculum resources to further advance instruction and assessment.

During this school year, all 5th graders were enrolled in full year World Language classes which was a shift from the prior practice of these students engaging in Spanish, French, and Mandarin. Working in conjunction with the efforts of our World Language Coordinator, this is one part of the alignment work taking place to improve the World Language programs from the middle school to the high school. In Grades 6-8, Science teachers have implemented the TCI curriculum program that provides students with varied levels of engagement and inquiry with the updated state standards for Science. As a result of the district wide curriculum review in Mathematics, Math teachers are identifying and piloting potential resources materials at all four grade levels. To better serve our students in co-taught classes, teacher teams have attended several professional development presentations that focused on providing our educators with the proper foundational knowledge to improve the effectiveness of this instructional strategy. This work has also included professional coaching from the professional development consultant to provide teachers with the ability to implement these various co-teaching strategies with supportive feedback.

In addition to supporting the academic needs of all students, Medway Middle School aims to provide students with different opportunities to serve both their school committee and the larger Medway community. Students continue to engage in service through our Helping Hands Community Service Club, through the Peer Leader Program students are preparing to celebrate the difference that make our community richer. Students are engaged in developing their leadership skills through our Student Council program, and our Where Everyone Belongs (WEB) club creates a welcoming environment for students new to the Middle School. In addition to these clubs, Middle School students continue to benefit from our athletic programs, and from the numerous expanded Community-Ed programs, such as the Learning Lounge, Wii Fitness, and the MFA Comes to Medway. All students at Medway Middle School have also benefited from an expanded recess period each day. Recess has been enhanced with a new paved area behind the schools, as well as the addition of sports equipment, so students can play soccer, basketball, and other games during this time. Students have positively responded to this change as they have enjoyed playing sports, interacting with their peers, and the overall break from the academic part of their day.

Medway Middle School is fortunate to be so well supported by the community. The faculty and staff of Medway Middle school would like to thank the Medway Middle School Council, the Medway Secondary Parent Teacher Organization, the Medway Foundation for Education, and the Medway community for their continued support.

REPORT OF MEDWAY HIGH SCHOOL

Medway High School is an award-winning school of approximately 720 students, 79 staff members, and 4 administrators. In the fall of 2017, the school earned re-accreditation by the New England Association of Schools and Colleges (NEASC). Our school continues to cultivate our community based on our core values of respect, tolerance, responsibility, integrity, and perseverance. However, we find ourselves with a new mission: to build a curriculum which, at its core, empowers our students with the 21st century skills necessary to compete in the modern workplace and be engaged citizens.

In thanks to the generosity of the community, the high school was able to expand our 1:1 Chromebook Program to include all students in grades 9-12. Our staff continues to expand and enhance our students' learning opportunities using these tools, while helping them navigate the questions and concerns that arise about responsible use.

Our Medway Mustangs once again had a successful year on the athletic fields and volleyball court. This past fall, five teams won TVL Small division titles. Congratulation to our Volleyball, Field Hockey, Boys Soccer, Girls Soccer and Football teams. Our winter teams are currently performing well and we anticipate success from our spring teams. We would also like to recognize and congratulate our Athletic Director Rob Pearl on his retirement at the end of January. Rob was Athletic Director at Medway High School and has had a tremendous impact on the students and families with whom he supported on and off the field over the years. On February 1, 2019, we welcomed Jeff Parcells as the new Athletic Director who joins us after a successful stint as Athletic Director at Dover-Sherborn.

The success of our students continued on the stage with the production of *The Little Mermaid*, which was graciously supported by community through 3 sold out shows. The McGovern and Memorial schools welcomed our student performers to showcase songs from the show prior to opening night. We are excited for this spring's musical production of *Once on This Island*. We hope you will join us in what we are sure will be another outstanding performance by our theater department.

Our auditorium also held a variety of celebrations this year, including the 3rd Annual Veterans Oral History Project which honored local veterans as well as the induction of 53 juniors and seniors into the MHS chapter of the National Honor Society bringing our total to 105 members. The spring will once again bring us exciting events for students including STEM Day and Challenge Day.

Graduates of the class of 2018 demonstrated more variation in their post-secondary planning and decisions than in recent years. This graduation class of 197 students filed 1,582 applications to 242 institutions of higher learning. Ninety-two percent of students had plans to continue their education beyond high school. The largest number of students, (86%), are attending 4 year colleges, with 40% attending 4 year public institutions and 45% attending 4 year private institutions. Students are attending colleges in 22 different states. In addition, 4 students attending the ACCEPT Collaborative at Medway High School participated in our graduation ceremonies.

In this graduating class, seven students opted to attend a two- year Community College with plans to transfer to a four-year college to take advantage of the Commonwealth Compact, or to complete an associate's degree. Five students are pursuing, or have completed, vocational training. These students are pursuing vocational training in cosmetology, real estate, tractor trailer driving, and creative media. One student has completed his Commercial Trucking Driver's License, and another student completed her esthetician's license while still in high school, and is gainfully employed by an area salon. Three students have enlisted in the armed forces; specifically, the United States Army, United States Air Force and

National Guard. A small group of students have chosen employment, some with the intention of pursuing vocational training or attending a community college in the future.

The current senior class is also making great strides towards a successful transition to life after MHS. In early November 2018, 46 seniors in the class of 2019 were recognized as John and Abigail Adams Scholarship recipients by the Massachusetts Department of Elementary and Secondary Education for their performance on grade 10 MCAS tests. Prior to January 2019, members of this class submitted over 1,000 applications to colleges and universities nationwide. We look forward to reporting back about their future plans.

The school counseling team supports the academic, career and social-emotional development of all students through individual counseling and classroom lessons in every academic year of high school. Our partnership with Family Continuity Programs continues to provide access to therapy onsite for students in need who are unable to access outside providers. In its second year, our town and school partnership with Interface Referral System allows counselors to refer students and families for assistance with access to outside providers. Our Bridge to Youth in Transition Program, funded in part by a MetroWest Health Foundation grant, continues to support students as they reintegrate to school and classes following prolonged medical or psychiatric absences; as well as is an additional resource for students at risk.

Student Services

Medway Student Services continues to evaluate and refine specialized programming, implement new ways of assessing our students, and develop service delivery models to respond to the changing needs of a shifting population. Population shifts over time indicate an increase in students presenting with a primary disability of Autism who also have a secondary disability of emotional impairment, an increase in students suffering from trauma, many more students staying beyond their 12th grade year who require a hybrid program incorporating both advanced academics and adult-ready transitional services.

The least restrictive environment for some students is a specialized classroom within the school district rather than a fully included or an out of district placement. The LINKS program (located at the elementary, middle and high school levels) and the Intensive Learning Center and the Integrated Preschool programs (located in the elementary) continue to provide students with early education; cognitive support; and flexible emotional, social, and academic supports that meet the students' needs in a setting with their typical peers to the greatest extent feasible.

Specialized Programming & Assessment

School Counseling Review:

A comprehensive school counseling review was conducted by the Center for School Counseling Outcome Research and Evaluation (CSCORE) at the University of Massachusetts Amherst. Over the course of 4 months, the evaluators from UMASS gathered relevant archival materials and data about the programs, conducted site visits and interviews with school counselors, administrators, school psychologists, adjustment counselors, and administrative support staff in both buildings. District-based recommendations included: Create a K-12 or 5-12 School Counseling Department with a Guidance Director; Create a more user-friendly website, with easy access to School Counselor email addresses and SCP information; Assess building needs by surveying all educational professionals about perceived gaps in programs and staff; and Improve collaboration between MMS and MHS school counselors. Specific, building-based recommendations were also made. The Middle and High schools are jointly developing a 3-year action plan to implement the recommendations.

Co-Teaching Review and action planning:

In the 2010-2011 school year, inclusion and co-teaching environments were established to provide our

students with disabilities - who also require specially designed instruction - with an English or Mathematics classroom environment better equipped to meet their needs. In the last 8 years, we have noted that these environments have not supported all students as originally intended.

Educators throughout the district, assigned to support a co-teaching classroom (both special educators and regular educators), participated in a “Self Study Survey” intended to identify the key areas of strength and needed improvement. In spring, 2018, educators were brought together for vertical analysis of the survey results. The groups’ analyses were categorized into 4 categories: content, instruction, collaboration and assessment. The district brought in a consultant to train, explain, observe, and debrief with the co-teaching pairs in their classroom environments and to make recommendations for further development.

Devereux Early Childhood Screener (DECA-2):

The DECA-2 is a strengths-based measurement that assesses initiative, self-regulation, relationships, and behavioral concerns through a questionnaire filled out by the parent or preschool provider. Early Childhood/Kindergarten screening provides schools and teachers with critical information related to the functioning of students who are new to our district. In the Social and Emotional Learning domain, that information allows school staff to better place children with appropriate supports and provide targeted levels of intervention and referral proactively.

Shaywitz Early Screener for Dyslexia:

The Shaywitz Early Screener is an efficient, dyslexia screening tool for grades K-2 students who may be at risk for dyslexia. Created by Dr. Sally Shaywitz (Yale University), a global leader in dyslexia, it emphasizes phonological, linguistic, and academic performance based on teacher observations. The screening time is 5 minutes per student, and students are found to be either at risk, or not at risk for developing dyslexia. This assessment is in use by our Instructional Support Teams, and can be expanded to meet recent legislation adopted by the state in October of 2018. The adopted language of Chapter 71, Section 57A, reads: “The department of elementary and secondary education, in consultation with the department of early education and care, shall, subject to appropriation, issue guidelines to assist districts in developing screening procedures or protocols for students that demonstrate 1 or more potential indicators of a neurological learning disability including, but not limited to, dyslexia.” It is important to note that assessment does not end at screening, and that the school will need to further assess students found at risk for the disability.

Trauma Informed Instruction: This year the special education department has focused on professional learning in trauma informed instruction. The district has noted an increase in the number of students who exhibit trauma-like behaviors in our early elementary classrooms. In order to better understand how to support these students, we have undertaken a year long study and professional development in how to support these students differently.

Medway Schools has long held that “what we should be doing in special education is **minimizing** the impact of **disability** and **maximizing** the **opportunity** to participate in the world” (Hehir, 2006). Yoked to the shifting needs of our students and our world, is our obligation to periodically evaluate and implement change in our programs, assessment models, structures, and services so that alignment with current best practices informs our work and prepares our students for their future.

Department of Wellness

The Wellness Department operates under the Center for Disease Control’s Whole School, Whole Community, Whole Child model, which focuses its attention on the child and emphasizes a school-wide approach, supported by the community, to enhance the health and wellness of students. In support of the strategic plan and the District’s core values, the Wellness Department has focused much of its efforts on fostering the social, emotional, and mental health of Medway students, as well as building and strengthening

community partnerships to best support Medway's youth.

Through the efforts of the Social Emotional Learning (SEL) Steering Committee, a representative group of K-12 educators, Medway Public Schools (MPS) now has a unified SEL vision and plans in place to ensure that every student receives tier one, SEL programming as part of their core education. The first phase of this plan went into effect in June of 2018, during which time, over 50 K-4 educators were trained to deliver the evidence-based SEL program, *Responsive Classroom*. Also, included in the first phase of this plan was a strengths-based screening for the SEL competencies possessed by our K-4 students. Screening our elementary students will allow our district to measure the impact of *Responsive Classroom* and to adjust our practices to better meet the needs of our students. In addition to strengthening our district's tier one SEL programming, we have continued to seek opportunities to partner with community organizations to support the mental health of our students.



Adolescent mental illness is quickly becoming one of the greatest concerns facing this generation of America's youth. This dramatic spike in adolescent mental illness has led to an increased demand for mental health services and limited access to care. The Wellness Department has worked to increase access to mental health services by partnering with Family Continuity and the Interface Referral System. Medway's partnership with Family Continuity has allowed for Burke-Memorial School, Medway Middle School, and Medway High School students to have access to a mental health counselor and/or a psychiatrist, regardless of insurance status, during the school day. Additionally, MPS has contracted with the Interface Referral System. This referral hotline works with any Medway resident to match them with a mental health provider. Over the first thirteen months of this partnership, Interface has matched 71 Medway residents with a mental health provider. On average Interface matches callers with a provider in two and a half days, a process which often can take months, if a person is left to their own devices. In addition to collaborating with Family Continuity and Interface Referral Systems, the Wellness Department has also cultivated several other community partnerships.

The MetroWest region offers numerous opportunities to partner with community organizations in support of student health and wellness. This year the Wellness Department partnered with numerous organizations, most notably Wayside Youth and Family Services, Boston Children's Hospital, the Norfolk District Attorney's Office, the New England Dairy Association, the Hockomock YMCA, the Medway Fire Department, Medway Public Library, the Medway Foundation for Education, Franklin Public Schools, MetroWest Substance Abuse Prevention Alliance, MA Safe Routes to School, the Greater Milford Health Network, and the Medway Community Farm. These partnerships lead to new student programming, new forms of classroom instruction and leading-edge research. In step with these enhancements to wellness related, student programming, the Wellness Department has also taken steps to provide parents with enrichment opportunities.

In collaboration with Medway parents, educators, and local organizations, the Wellness Department founded Medway T.H.R.I.V.E. Medway T.H.R.I.V.E. is an organization that provides wellness-related programming and resources to families, in order to equip them with the **T**ools necessary to foster **H**ealth, **R**esiliency, **I**nclusiveness, **V**itality, and **E**mpowerment in Medway's youth. In 2018, T.H.R.I.V.E. brought nine parent enrichment opportunities to Medway that covered topics such as safe social media use, substance abuse, parent self-care, and adolescent mental health.

The Wellness Department would like to thank the citizens of Medway for all of the support that has been shown over the past year. We look forward to continuing to work together to best support the health and wellbeing of Medway's youth.

Community Education

The Community Education Department experienced a very successful year with a multitude of new and returning programs for adults and children in the community throughout the year. Thank you to the many people who make these programs possible with their enthusiastic participation that enhance their lives with academic, career and enrichment courses throughout the year. We are pleased to offer discounts to senior citizens and active military families, as well as those in need of financial assistance.

Our after-school classes for children at the McGovern, Burke/Memorial, Middle and High Schools continue to grow exponentially. We appreciate all the wonderful teachers who take the extra time to offer creative and exciting additional experiences that enable the children to enjoy a relaxing, social environment where they create, explore and learn with their friends.

We offer a great number of STEM and STEAM programs in our after-school catalogues, and our week-long courses during the summer. Students attend classes in science, technology, art, math, robotics, rocketry and more. These classes are well attended and always in demand.

The children enjoyed a *Summer Adventures* season of fun with a multitude of activities including sports, water fun including an enormous waterslide, other refreshing and fun water activities including swimming at the Franklin YMCA, and also many professional entertainers visited to thrill and amaze us all. The children were treated to all of this under the guidance of a large, experienced staff of teachers and counselors who made the summer safe and special on the Middle School property.

We are grateful to the School Committee and Superintendent of Schools for their unwavering support of all that we do to provide meaningful experiences to the residents of Medway. We also want to thank the many "artists" who brighten our brochure covers each semester, highlighting their creative talents in the arts. We welcome entries for all future seasonal brochure covers. If you have an art piece or photograph that you would like to share to grace our cover, please email us at: communityed@medwayschools.org with a photograph of the piece you would like to enter. The donors of selected entries receive a Community Education gift certificate.

Our programs by the numbers for 2018:

	WINTER	SPRING	SUMMER	FALL	2018 TOTALS
Child Classes	76	64	78	79	297
Child Participants	673	458	1,103	666	2,900
Adult Classes	50	44	13	71	178
Adult Participants	318	250	52	547	1,167

Medway Public Schools

Enrollment

2010-2018

Grade	2010	2011	2012	2013	2014	2015	2016	2017	2018
K	162	142	148	144	137	162	162	145	146
1	196	160	153	158	165	148	149	164	154
2	163	191	162	158	156	168	171	155	168
3	214	158	188	163	163	167	168	174	161
4	202	211	162	194	167	167	168	174	177
Sub Total	937	862	813	817	788	812	818	812	808
5	224	203	213	161	192	173	173	163	172
6	209	222	200	218	163	194	192	176	165
7	217	209	215	198	216	163	166	194	176
8	205	216	210	212	200	208	209	175	191
Sub Total	855	850	838	838	838	838	740	708	704
9	181	190	206	192	204	178	179	193	154
10	219	185	189	211	195	199	197	178	197
11	202	221	186	188	210	191	191	197	176
12	209	203	219	186	188	206	205	191	201
Sub Total	811	799	800	777	797	774	772	759	728
EC & PreK	52	61	29	41	44	40	46	35	33
Home Ed	14	12	12	8	6	10	10	10	15
TOTAL	2669	2584	2492	2481	2473	2474	2386	2324	2288

Graduates- Class of 2018

Emily	Ann	Abbott
James	Joseph	Anderson
Hunter	James	Apgar
Timothy	Francis	Arego
Nicholas	James	Assad
Brendan	Michael-Masterson	Avellino
Isabel	Giovanna	Babicz
Kiarra	Michele	Bahery

Chad	Alan	Belyea
Shaun	Stephen	Bemis
Lillian	Rita	Bennett
Lana	Raquel	Bergeron
Joseph	Paul	Bevilacqua
Aman	Ahmad	Bhatti
Hunter	Michael	Biliouris
Steven	Louis	Bisson
Eric	Matthew	Bittrolff
Abigail	Jeanne	Bliss
Jonah	Michael	Bluhm
Marissa	Jordan	Borkum
Lydia	Louisa Glasson	Borstel
Nicholas	Joseph	Braccio
Emily	Elizabeth	Brady
Brendan	William	Brady
Anna	Kathryn	Brewer
Makenzie	Jean	Bridges
Christos	James	Brooks
Brittany	Laurie	Brown
Colin	Jonathan	Buckley
Brian	Raymond	Bullen
Dayna	Charlene	Burke
Brycen	Michael	Burke

Bryanna	Julia	Caicedo	
Ryan	Patrick	Campbell	
Andrew	Jordan	Carbonaro	
Joseph	Orazio	Cardillo	
Neil	Liam	Carr	
Abigail	Judith	Carver	
Amanda	Nicole	Chesley	
Riley	Elizabeth	Childs	
Emily	Elizabeth	Clark	
Nicholas	James	Colantoni	
John	Curtis	Colantoni	
Nathan	Morais	Coletti	
Gina	Nicole	Coletti	
Roman	NMN	Colon	Jr.
Cameron	John	Conley	
Sean	Baskin	Connors	
Jordan	Chase	Cooperstein	
Courtney	Elizabeth	Corbett	
Colton	Michael	Cottone	
Jonathan	Michael	Creonte	
Daniel	James	Cronin	
Carson	Olivia	Cronin	
Emily	Sue	Cuff	
Colin	Webster	Curley	

Samantha	Lynn	Currier
Kevin	Tyler	Cusick
Madeline	Grace	D'Entremont
Jessica	Feather	Daly
John	Gerald	Davin
Bryan	Michael	DeCristoforo
Giulia	Page	DeRosa
Nicholas	John	Diebler
Domenic	Charles	DiFonzo
Robert	John	DiGregorio
Brady	Richard	Donnelly
William	Delaplace	Donovan
Meaghan	Rose	Downing
Robert	James	Dunne
Catherine	Lauren	Dunne
Katherine	Rose	Dwyer
Adam	Timothy	Dwyer
Nicole	Elizabeth	Ellis
Matthew	Micalan	Evans
Ladd-Patrick		Fagerson
Matthew	James	Faichney
Matthew	Joseph	Fasolino
Alexis	Joan	Ferns
Jessica	Caitlin	Ferrari

Meghan	Maxanne	Fogarty	
Garrett	Anderson	Forbes	
Cameron	Vaughan	Forbes	
Liana	Lesley	Freeman	
William	Robert	Furdon	
Payton	Lynn	Fye	
Zachary	Louis	Galante	
Joseph	Alexander	Gargiulo	
Clara	Jane	Gay	
Brian	Curtis	Gerard	Jr.
Ryan	Charles	Giacomuzzi	
Benjamin	Edward	Giovanella	
Elisabeth		Goemaere	
Dylan	Kent	Goldsmith	
Lauren	Mary	Grossman	
Anthony	Joseph	Guerrero	
Jennifer	Frances	Hamilton	
Bridget	Margaret	Hanrahan	
Daniel	Edward	Harrington	
Grace	Patterson	Heely	
Stefano	Emmanuel	Hernandez	
Ceilidh	Smith	Higgins	
Caroline	Grace	Horan	
Toni	Marie	Howland	

Claire	Elise	Hulitzky	
Ryan	Andrew	Kalukin	
Hayley	Jeanmarie	Kalukin	
Sulaiman	Abass	Kamara	
Annelise	Elizabeth	Kealey	
Stephen		Kovatsi	III
Alexander	Andrew	Krebs	
Timothy	James	Lanoue	
Ruben		Lau	
Nicholas	James	Lazetera	
Grace	Rose	Lekas	
Hannah	Elizabeth	Lentini	
Chiara	Lynn	LeSiege	
Kelsey	Anne	MacLeod	
Makayla	Marie	MacQueen	
Collin	Kenneth	Maley	
Meghan	Mary	Maloney	
Garrett	Chet	Marcinkiewicz	
Nicholas	Timothy	Mason	
James	Dunn	McCarthy	
Curtis	Patrick	McGonigle	
John	Robert	McHugh	
Owen	Jacob	McMains	
Daniel	Patrick	McNamara	

Shawn	Colin	McRoberts
Leah	Lorraine	Meredith
Jeffrey	Richard	Messina
Julia	Danielle	Miller
Luke	Mazur	Mitchell
Katherine	Elizabeth	Mooradd
Paige	Gianna	Murphy
Abigail	Rose	Murphy
Adam		Nadtochij
Todd	Frederick	Nelson
Taylor	Jean	Norton
Ryan	Paul	Norton
Isabel	Florence	Nulter
Hannah	Maeve	O'Toole
Caroline	Faith	Ochs
Madison	Lee	Oppenheim
Evans		Orcel
David	Anthony	Oteri
Danielle	Theresa	Paille
Alyssa	Jean	Palladino
Dante	John	Pantaleo
Gina	Angelique	Parlato
Alexandra	Tracy	Patterson
Mya	Li	Patton

Ethan	Anthony	Pellegrino	
Ryan	Andrew	Pepin	
Ryan	Brooks	Phenegar	
Graham	Thomas	Phenegar	
Chase	Eaton	Phenegar	
Jean-Luc	Delerne	Pierre-Louis	Jr.
Derek	Scott	Pintsopoulos	
Samantha	Adele	Plunkett	
Kyle	Reece	Rakouskas	
John	Patrick	Regan	
Isaac	Luiz	Ribeiro-Rosas	
Julia	Ann	Richards	
Anna	Elizabeth	Robinson	
Matthew	Isaiah	Roche	
Ronald	James	Santos	
Sean	Michael	Schindler	
Lillian	Rose	Sears	
Natalie	Elisabeth	Shea	
Kiley	Elizabeth	Sheehan	
Dylan	Nicholas	Sheehan	
Harmandeep		Singh	
Emily	Frances	Smith	
Alexa	Jade	Smith	
Trevor	Michael	Sommers	

Cameron	Joseph	Spezzano
Benjamin	Samuel	Steinhauer
Alexsandra	Louise	Stewart
Maria	Nicole	Stockwell
Nicole	Elizabeth	Stover
Madeline	Joyce	Sullivan
Katherine	Angela	Susi
Clare	Helen	Thomsen
Brendan	Paul	Tompkins
Amber	Rachel	Tracey
Jordan	Matthew	Trufant
Emily	Rose	Tuccillo
Olivia	Rose	Uminsky
Emmanuel	Chidiebere	Uzoegbu
Richard	Sterling	Ward
Ashley	Marie	Whitaker
Charles	Edward	Woodman



REPORT OF THE TRI-COUNTY REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

The School Committee reorganized in July of 2017, and elected Steve Trask from Franklin as its Chair, David Bento from Medfield its Vice Chair, and Douglas Brown from Seekonk as its Secretary. Monthly meetings continued to be held on the third Wednesday of each month at the school. Subcommittee meetings were held as needed.

Tri-County's secondary program, postsecondary program and continuing education program experienced continued enrollment growth. The ongoing increase in numbers is recognition of our successful three-fold mission: high vocational standards to train the workforce; high academic standards to prepare students for college; and high community service standards to prepare good citizens. These standards are visible in the achievements of our students and in their services throughout our member towns.

The vocational and civic skills of Tri-County students are extremely useful in these stressful economic times. Plumbing, carpentry, electrical and other programs work on public sector buildings and projects to save our district towns' labor costs. The vocational skills of our students can also be witnessed by a visit to Tri-County to take advantage of services such as Culinary Arts, Cosmetology, Auto Collision and Auto Technology.

Their citizenship skills are also to be observed throughout the member towns. Look for them as they undertake projects to improve their local community oftentimes utilizing skills learned in their respective program majors here at Tri-County RVTHS.

Tri-County again hosted a Manufacturing Round Table attended by local and state government Representatives and several local manufacturing representatives.

It has been forty years since Tri-County opened its doors to its students, and to celebrate this milestone, Tri-County held a *Celebration and Benefit*, hosting alumni, retirees, current faculty, parents and friends.

Graduation

Two hundred eight students graduated in an outdoor afternoon ceremony on Sunday, June 3, 2018. Superintendent-Director Stephen Dockray presided over the ceremony. School Committee Chair, Steven Trask, and School Committee Vice Chair, David Bento, presented diplomas to the graduates. John Martin, Director of Special Education, presented scholarships and awards to deserving seniors. The grand total of scholarships and awards that are given solely to Tri-County graduates was \$76,000.

Guidance

September 5, 2017, Tri-County welcomed 983 students to the new school year. The respective number of students from member towns was as follows: Franklin – 180, Medfield – 10, Medway – 60, Millis – 41, Norfolk – 29, North Attleborough – 323, Plainville – 91, Seekonk – 82, Sherborn – 0, Walpole – 43, and Wrentham – 53.

During the 2017-2018 school year, the Guidance department continued its programs to provide information to students, parents, sending schools and district communities. The Guidance department provided counseling for students in career pathways and postsecondary education. Tri-County continues to work with the Department of Elementary and Secondary Education on its development of *Your Plan For The Future*, a no-cost, comprehensive college and career planning portal designed to help Massachusetts students manage their educational and career pathways. The guidance department started the year with the announcement that the YPFTF program was “updated” and renamed *MEFA Pathways*.

Tri-County hosted Career Days for Grade 8 students from the regional districts. We hosted a Saturday community open house and an evening grade 8 open house. The Guidance department, with assistance of personnel from the Massachusetts Educational Financing Authority (MEFA), presented programs on college preparation. In addition, the Guidance department hosted a very successful evening College Fair.

The Guidance department organized and implemented PSAT (practice SAT), ASVAB (military entrance exam), and began to implement the college placement exam called the Accuplacer through their growing relationship with the CVTE coordinators at Bristol Community College.

Academics

Tri-County Regional Vocational Technical High School continues to earn wide-spread recognition for academic and vocational success by combining rigorous and challenging academic courses with modern vocational studies. Implementation of the newest technology as well as innovative vocational technical programs ensures student success. Their success is measured in the classroom and ultimately in a chosen career path whether it is higher education, entrance in their vocational trade or military careers.

The class of 2020 scored exceptionally well in all three areas of MCAS. In ELA, 97% of students scored Proficient/Advanced. In Mathematics, 84% of students scored Proficient/Advanced. In Biology, 80% of students scored Proficient/Advanced. Tri-County earned a 79% under the All Students Indicator and a 49% under the Lowest Performing Students Indicator. This earned Tri-County a 64% as their Criterion-Referenced Target Performance under the new accountability rating.

All students completed the Mass Core Curriculum requirement which is the Department of

Elementary and Secondary Education recommended academic program for college and career readiness.

Fifty-three seniors from the Class of 2018 were awarded John and Abigail Adams Scholarships. These scholarships are awarded to students who achieve a minimum of two proficient and one advanced score on the Grade 10 English Language Arts, Mathematics, and Biology MCAS exams. Student scores must be in the top 25% of tested students.

Tri-County continued its implementation of the *itsLearning* platform this year. Teachers have embraced this learning platform, using it for lessons, power point slides, class notes, embedding video, remediation links, textbook links, uploading worksheets, collecting homework, online polls, data collection, submitting work and taking exams. All academic and many of our vocational teachers have been trained and are using *itsLearning* on a regular basis. Academic standards are all on *itsLearning* and can be used for both formative and summative assessments.

Tri-County continued year three of training our teachers in an in-house professional development focused on Differentiation this year. This year, we utilized the Instructional Technology Specialist along with both the Academic Coordinator and the Vocational Director to lead the training. Approximately 12 teachers were added to the cohort, in addition to the 27 teachers trained the last two years. Teachers from academics, vocational, and special education, all worked together during the course of the year to learn about the different types of differentiation, observe colleagues from cohorts past years, and take place in learning walks, in an effort to enhance their teaching practice. Mentors were also added to the Differentiation PD, in an effort to match each new member of the cohort with a teacher who had been trained in previous years. This enabled the new participant to have a “go to” person to help plan, observe, and discuss differentiated strategies in addition to the ongoing meetings of the cohort group. The mentor program was a huge success. The Academic Coordinator, Vocational Coordinator, and Instructional Technology Specialist all participated in each meeting and worked with the cohort groups in an effort to bring all areas together, plan, debrief, and most of all, learn from one another, in an effort to understand the value and need for differentiation to occur in all classrooms on a regular basis.

Tri-County purchased one hundred additional Chromebooks this year for use in the academic classrooms. Over the course of the year, Chromebook use increased and students commented on how much they enjoyed using this additional technology in their classes. There are multiple Chromebook carts placed in all core departments: Science, Social Studies, Math, and English. Teachers must go through training in order to sign out the carts and each year, more teachers are certified and utilizing this technology to enhance their classroom experience.

Tri-County has completed year two with Mass Insight to not only increase our AP scores in the future, but to also improve how we teach both our AP and pre-AP courses. Several of our teachers attended pre-AP strategies workshops in an effort to improve vertical teaming to attract more students to enroll and be successful in our AP programs. Our hope is to improve our qualifying scores on AP exams through our partnership with Mass Insight. Teachers attended extensive trainings through Mass Insight this year and students spent three Saturdays at workshops with other AP students to learn strategies, curriculum, and take mock exams. Tri-County offers AP Physics 1,

AP Calculus (AB), AP Language and Composition, AP Literature and Composition, AP Statistics, and AP Computer Science Principles.

In an effort to successfully transition to the new Common Core State Standards (CCSS), Tri-County continues its work at rewriting curriculum using the Understanding by Design (UbD) model. Teams of teachers worked this summer to write curriculum for math and English that included common assessments, on-line assessments aligned to standards, and updated curriculum in anticipation of MCAS 2.0.

Finally, Tri-County continued its leadership efforts within the vocational math community by hosting the Twenty-first Annual Vocational Mathematics Competition with over 17 teams competing from vocational schools from throughout the State. Topics covered are Algebra I, Geometry, Algebra II, and Related Technical Math. Tri-County's Mathematics teams consisted of freshmen, sophomores, and juniors and placed second and fourth place this year.

Vocational Technical Programs

Students in the seventeen Vocational Technical Programs experienced many successes, both in their individual programs and school wide. All grade 10 students achieved their OSHA 10 Hour Safety credentials. The training included interactive and specialized curriculum for both general industry and construction trades.

Students in Early Education, Dental Assisting, Culinary Arts, Medical Careers, Legal and Protective Services and Construction Craft Laborers received American Red Cross CPR and First Aid Training. All students in grades 10 – 12 in those programs are now certified and able to work in companies requiring their employees to have these credentials.

The Tri-County Robotics Team, named "Tri-Force", was busy this year. They began preparing for the FIRST Robotics Regional Competition at WPI in January. They qualified to then move on to compete at the FIRST Robotics State Competition in March. The team then qualified for the World Championships in Detroit.

Finally, Tri-County SkillsUSA achieved much success as nine students competed at the National Conference in Kentucky. Career Pathway in Business Management and Technology team achieved a silver medal. Other participants were Action Skills, Additive Manufacturing and Career Pathways Arts & Communication, all finishing in the top ten.

Auto Collision Repair: The Auto Collision Repair Program continued to be a NATEF Accredited program. With the NATEF accreditation, our students are able to take advantage of the rich curriculum offered to achieve Certificates of Achievement in the NATEF Standards. All grade 11 and 12 students achieved the ASE Welding Certification. Grade 12 students achieved some of the ASE Auto Collision Repair student certifications. Tri-County students practice using water based paint and other environmentally safe materials to meet the most current industry standards. Students in this program continued to serve the community needs and the Tri-County School District by repairing and restoring vehicles under the supervision of their instructors. Students also participated in field trips to emphasize the diverse career opportunities available upon graduation from the program.

Auto Technology: Students in the Auto Technology program performed well in the ASE student certification exams that were administered in May. All students achieved ASE Certification in at least 6 of 9 categories. The program continues to have Master Automobile Service Technology Accreditation through NATEF. Students practice their skills on state of the art diagnostic equipment. Students in the Auto Technology program experience a real world application of the skills by diagnosing and repairing school vehicles, staff automobiles and cars and trucks owned by members of our eleven town district.

Carpentry: Under the supervision of the Carpentry teachers, students in the program worked at several community projects this past year. In Franklin the Carpentry program worked on the Housing Authority garage. In Millis they built display cabinets for the Historical Society and a shed for the library. The Carpentry students also teamed up with our Early Education and Graphics programs to build a creative play set for the library. Two lecterns for the town hall in Seekonk were designed and built over the winter as well as wall cabinets for the Sherborn Fire Department. Graduates of the Carpentry program with a GPA of at least 3.0 and who have met or exceeded the standards for graduation from a Chapter 74 program attained pre-apprenticeship cards through the Massachusetts Division of Apprenticeship Training. Many seniors and a few juniors participated in the Cooperative Education Program this year, earning money while practicing the skills learned at Tri-County in real work experiences.

Computer Information Systems: The students in the Computer Information Systems program are being trained in the Cisco Networking Academy curriculum. All students in the program are able to take CISCO exams and attain certifications in many aspects of the curriculum. All grade 11 students take AP Principles of Computer Science as part of the CIS curriculum. A team of students participated in the Cyber Patriot Competition with other students around the state and achieved the gold standard for their region. Students in this program work closely with the IT department at Tri-County to update the school's website.

Construction Craft Laborer: Students in this program are trained in all aspects of large construction, including highway construction. During this school year, under the supervision of their teacher, the CCL students framed and poured a concrete pad for the Franklin Recreation Department, as well as stairs to the Franklin Police Department. They work collaboratively with our Carpentry students to create concrete forms and construct foundations for buildings which are then constructed by students in Carpentry.

Cosmetology: The Cosmetology Program continues to operate a full service hair and nail salon for the members of the eleven towns in the Tri-County School District. Senior citizen groups from the towns patronize the salon several times during the school year. The students also performed community service by assisting at the Miss Amazing Beauty Pageant this past year, helping developmentally delayed young adult women enjoy an exciting event. Students also helped the Franklin Best Buddies group get ready for their prom night with hair, make-up and nails. Seniors met the 1000-hour requirement to sit for the Cosmetology License exam prior to graduation. In fact, this year a junior student has already achieved her Cosmetology License and will be prepared to participate in Tri-County's Cooperative Education program in September.

Culinary Arts: Gerry's Place Restaurant and Bake Shop enjoyed another successful year serving lunch and baked goods to the public. Students in the program received their certification in Serve Safe and OSHA, as well as meeting all standards set forth by the American Culinary Foundation.

Students in the program continue to tend and nurture the school garden, which has been successful for the last five years. Bounty from the garden is donated to local food pantries. Students also create Farm to Table recipes using some of the produce grown in the garden. Our students continue to work with Franklin TV to film “Cooking Thyme”, a cooking show featuring students preparing culinary delights to be enjoyed by the community through the Franklin Cable TV programming.

Dental Assisting: Students in the Dental Assisting Program have practiced their skills in several community service projects this past year. Students in the Dental Assisting program also assisted the Massachusetts Department of Public Health to dispense fluoride to school age children in a local elementary schools and Medfield Middle School. Grade 11 students continued to participate in the clinical practicum at local dental offices. Students in grade 10 took the DANB Infection Control exam and students in grade 11 took the DANB Radiography exam at the end of the school year and achieved certifications in each. They also received CPR and First Aid training.

Early Education: Students in the Early Education program continued to supervise and educate preschool age children in the Tri-County Preschool Program. The EEC students teamed up with our Carpentry and Graphics students to design a play center for children at the Plainville Library. All grade 11 students participated in a field placement at local child care centers and public kindergarten classrooms to expand their experiences working with young children. Along with certifications in First Aid, CPR and OSHA, students in this program achieved certificates for successful completion of the Strengthening Families Workshop. They also participated in training to work with traumatized children through the Life is Good Corporation. Students accompanied their teachers to the Massachusetts State House for Advocacy Day for Early Education and Care in February, where they were able to communicate their views on providing the highest quality programs and services to children birth to age eight. One of the junior students in Early Education attained a Gold Medal at the State Skills USA Conference in April, 2017 and competed in Louisville Kentucky at the Skills USA National conference where she attained a fourth place finish!

Electrical Technology: Students in the Electrical Technology program are trained in all aspects of residential and commercial applications. Students in this program assisted the Technology Director and the Director of Facilities in performing electrical wiring projects at the school. Students in this program also gain valuable training in renewable and sustainable technology by practicing installation and monitoring energy conservation at the photovoltaic system on school grounds. Students will accrue up to 300 hours of Electrical Code instruction and 1500 hours of practical application toward their Journeyman license requirements upon graduation. Students also wired a large garage in Medfield this past year. With donations from local companies, students are also being trained to install and troubleshoot all types of motor controls and fire alarm systems.

Engineering Technology: The Engineering Technology program incorporates Digital Electronics, Introduction to Engineering Design, Principles of Engineering, Computer Integrated Machining, Architectural Design, and Bio Engineering into their curriculum. This past year, the program was expanded to include training in Advanced Manufacturing. Students practice programming, operating and troubleshooting CNC turning and milling machines. All HAAS machines were purchased through grant money provided by the Massachusetts Skills Grant Program. Students also have gained skill in using 3D printing technology and a robotic arm. With Project Lead the Way Certification, the students are able to transfer their skills to many PLTW affiliated colleges upon graduation. Students once again participated in the HUNCH (High School Students United with NASA to Create Hardware) program. Their goal was to develop a device that could make an

astronaut's life easier in space. Students also participated in the Boston Society of Civil Engineers sponsored competition to design a bridge online as well as the Zero Robotics competition in which the students programmed robots, known as SPHERES.

An Inaugural Robotics Expo was held at Tri-County which paired the Tri-County Robotics Team members with first graders from a Plainville Girl Scout group and local middle-schoolers. The event encouraged younger students to participate and older students to feel a sense of pride in their work.

Graphic Communications: Design, pre-press, and printing skills are honed by students enrolled in this program. Students continued to practice their skills on the digital press, serving the printing needs of many sending towns and non-profit organizations. Some projects completed by the Graphic program include business cards for the Town of Seekonk and teaming up with EEC and Carpentry on the Plainville Library project for small children. Students achieve several Adobe certifications as a result of successfully completing the curriculum and passing the comprehensive online exams. Students in the Graphic Communications program can be proud of their contributions to all Tri-County publications.

HVAC&R: Students are trained in all aspects of heating, cooling, and ventilation of both residential and commercial buildings. Students in grades 11 and 12 succeeded at attaining their EPA 608 certifications after passing intensive curriculum and taking the national exam. With this certification, graduates will be well prepared for high paying employment and further education. Students also honed their sheet metal skills this year and they prepared to take the sheet metal license upon graduation. Students who complete 200 hours as a refrigeration apprentice and achieve a trade certificate upon graduation may sit for the Refrigeration Technician's License exam.

Legal and Protective Services: Students in this program gain skill and knowledge in various aspects of the justice and protective services occupations. The students learn how to secure a crime scene and look for evidence using state of the art equipment. They also hone their skill in utilizing research methods to conduct a mock trial, roleplaying defense attorney, prosecuting attorney, and other members of the trial. Students participated in field trips to local courts to observe the system in practice. Guest speakers were invited to the class to inform the students of the many career opportunities in the criminal justice field. This past year, the students learned about installing and monitoring security systems and surveillance equipment. We want to congratulate the first graduating class from the Legal and Protective Services Program. All students will be either attending college in the fall or beginning a career in the military.

Medical Careers: Students in the Medical Careers program are trained in various aspects of health care. Grade 11 students achieved their Certified Nursing Assistant credentials. Grade 12 students received a Home Health Aide certification and those students who did not participate in the Cooperative Education program received training in EMT. Grade 10 Medical Careers students received Epi-pen training and therapeutic feeding training. Tri-County continues to enjoy a partnership with Golden Pond Assisted Living Center as well as HMEA (Horace Mann Education Associates) where students participate in clinical experiences each year. During the last school year, Medical Careers students again trained students in all vocational programs in Hands Only CPR. The Medical Careers program received the Department of Public Health annual evaluation and met or exceeded all standards and requirements of Massachusetts and Federal Guidelines for Nursing Assistant Training Programs. The Medical Career students assisted pharmacists from Rite

Aid Pharmacy to conduct a Flu Clinic for all staff at Tri-County. Students in this program conducted several public service programs in which they educated the public in the dangers of sun exposure and other potentially harmful lifestyle habits. Students graduating from this program are well prepared to pursue highly competitive health care careers.

Metal Fabrication and Joining: Students in the Metal Fabrication program achieve several AWS welding certifications, including GMAW-V, GMAW-O, GTAW-ST, and GTAW-SS. Students used their special skills in welding and fabricating aluminum to repair posts for the King Philip Regional School District. They also learn the fundamentals of metal fabrication and joining processes. Students participated in field trips to local metal fabrication companies to observe various business practices. The graduates from this program will be prepared for occupations in not only welding but in metal forming, cutting and fabricating. They are also trained in sheet metal processes and may pursue the sheet metal license upon graduation. Seniors who are eligible for cooperative education employment are consistently placed in an industry of high need in the community.

Plumbing: Plumbing students are trained in residential and commercial plumbing applications. Students in grade 11 completed their Tier I Plumbing course and grade 12 students completed Tier II. All students take the exams at the end of the course. Successful completion of the courses allows students to be prepared to take Tier III immediately upon graduation. Plumbing students work closely with the Director of Facilities here at Tri-County to perform plumbing repairs throughout the school building, further honing their skills. Students from the Plumbing program may begin their formal apprenticeships with their employers while still in high school.

Adult Education

Tri-County offers both Postsecondary and Continuing Education courses through its Adult Education Office. The majority of adults served through the various continuing education programs are from within the school district; however, students represent cities and towns from all over Central and Eastern Massachusetts, as well as Rhode Island. In addition to classes held at the school in the traditional manner Tri-County now offers a large selection of online courses. Tri-County offers online registration allowing community members to register for Continuing Education classes on the internet. The online registration system also extends to summer camps and summer school programs run by Tri-County.

Postsecondary Cosmetology and Practical Nursing programs are available on either a day or evening schedule. Additional postsecondary courses available with an evening schedule include Aesthetics, and Nursing Assistant programs. Tri-County's postsecondary programs have an average placement rate of over 90 percent. Tri-County offers access to Federal Financial Aid in the form of Pell Grants, to qualifying students in our Practical Nursing and Adult Cosmetology programs with about 20 percent of our students taking advantage of the PELL grants. This offering continues to improve community access to these programs through this need-based support.

Adult Cosmetology: There were 10 graduates from the Adult Day Cosmetology program in 2018. The Adult Day Cosmetology program is a full-time program that follows the high school calendar

and runs from September to June. The student learns hairstyling, cutting, permanent waves, coloring, manicuring and skin care. This program provides students with the mandated 1,000 hours of schooling and prepares them to pass the State Board of Cosmetology's licensing exam. Registration for the program begins in the spring and details are available by contacting the Adult Education office at Tri-County.

Adult Day Practical Nursing: Graduating 27 students in 2018, the Practical Nursing program continues to flourish. This is a full-time day program which follows the high school calendar as classes are held from September through June. The Practical Nursing program at Tri-County is designed to prepare graduates for the National Council Licensure Examination for Practical Nurses (NCLEX-PN), which tests for entry-level competency. Successful completion of this examination permits practice as a Licensed Practical Nurse (LPN). Registration for this program requires that prospective students take the TEAS (Test of Essential Academic Skills) exam. The pre-admission tests are administered from October to March. Details are available by contacting the Practical Nursing office at Tri-County.

Adult Evening Practical Nursing: Tri-County's two-year evening program began its new class schedule in September 2017 after graduating 11 students from the program in June of 2017. The evening Practical Nursing program is an eighteen-month program that is held on Tuesdays, Wednesdays and Thursdays, 4:00-9:30 p.m. After successful completion of the course, the students are eligible to sit for the NCLEX-PN examination for licensure. Successful completion of this examination permits practice as a Licensed Practical Nurse.

Continuing Education Program: The evening Continuing Education program at Tri-County consists of more than 100 traditional style courses offered in the fall and spring semesters. Additionally an expanding menu of distance learning (online) courses are offered through the continuing education program. Registration for fall courses begins in July while registration for spring courses begins in December. Registration for distance learning classes is available anytime of the year. Continuing Education course information is found in brochures available to the public via direct mail or the Tri-County Website. Program information along with online course registration is available at the Tri-County RVTHS website at <http://www.tri-county.us>, or by calling the Continuing Education office.

Summary

Tri-County Regional Vocational Technical High School is proud to provide a quality career education to the residents of its eleven member towns. Tri-County students are highly visible in our sending districts in a variety of roles. They serve as interns, summer employees, and cooperative education students, and have completed a number of outside projects within our member communities. Each of these experiences assists our students in demonstrating what they have learned in their vocational programs.

Vocational training is only part of our success. Academic preparation is noted through the growing number of scholarships acquired from local associations and organizations, as well as the increased number of students now attending college upon graduation. We have completed our second year

with Mass Insight Education. In addition, our seniors must complete and pass all aspects of the Senior Project. The Senior Project is an excellent example of the integration of vocational and academic skills. Tri-County continues to prepare students as good citizens and this is witnessed through the actions of individual accomplishment of students through community service projects organized through a number of extra-curricular organizations. Our students participate in the annual *Holiday Gift Drive*, coordinated by the Santa Foundation. In another outstanding example of community school collaboration, Medical Careers students teamed up with Franklin Police and Arbella Insurance to educate teens about risky behavior behind the wheel. In addition, we are most excited to report that our Culinary Arts students and their teachers collaborated with Franklin Cable TV to produce *Cooking Thyme* with Tri-County.

Tri-County is your town's vocational technical school. Our goal is to prepare our students to be good citizens who serve their community. Many of the programs offered at Tri-County are available to the public and service programs are open to residents. Our facilities continue to be available to town administrators for meeting use.

Projects for member towns which were completed by Tri-County students included: *Carpentry Students* – completed a garage for the Franklin Housing Authority, display cabinets for the Millis Historical Society, a shed for the Millis Public Library, lecterns for the Town of Seekonk, and wall cabinets for the Sherborn Fire Department, *Metal Fabrication Students* - repaired aluminum poles for the King Philip Regional School District. *Dental Students* – provided fluoride treatments for students at Medfield Middle School. *Graphic Students* - provided business cards for the Town of Seekonk and designed help design a reading center for the Plainville Public Library.

Tri-County students also completed many projects located here at the school. Plumbing students repaired and replaced plumbing fixtures in the school; Electrical students installed lighting in various areas; Construction Craft Laborers completed masonry repairs; HVAC students installed an ice machine in our Athletic Trainer's room; Carpentry students built raisers for the school garden; CIS students re-designed the Tri-County website; Legal and Protective students developed a Public Safety Fair; and Medical Careers students developed a Hands-Only CPR campaign and a Summer Safety Fair.

Tri-County lives by its mission statement, specifically in the charge to prepare tomorrow's workforce; to provide a solid academic foundation for further education; and to prepare good citizens. Over the past year, this mission statement continued to move from words on a page, to action.





Town of Medway
BOARD OF SELECTMEN
155 Village Street, Medway MA 02053
Tel: 508-533-3264 Fax: 508-321-4988

VOLUNTEER FORM

Town government needs citizens who are willing to give time in the service of their community. The Board of Selectmen and the Town Administrator maintain a file as a means of compiling names of citizens who are willing to serve, on a voluntary basis, on boards, committees and as resource people.

We appreciate all our citizens and the efforts and contributions provided to the Town.
Thank you for volunteering in whatever capacity.

DATE:

NAME:

ADDRESS:

TELEPHONE NUMBER:

E-MAIL:

OCCUPATION:

BACKGROUND/EXPERIENCE:

COMMITTEES OF
INTEREST:

OTHER:

Important Telephone Numbers

Public Safety

Emergency Number	911
Police Department Business Line	(508)533-3212
Police Department Dispatch Fax	(508)533-9044
Fire Department Business & Inspections Line	(508)533-3213/3211
Fire Department Station I	(508)533-3213/3211
Fire Department Station II/Dispatch	(508)533-3209
Fire Department Fax	(508)321-4851
Highway Facility	(508)533-3275
Highway Facility Fax	(508)321-4985

<u>Administrative Offices</u>	<u>Phone</u>	<u>Fax</u>
Town Administrator/Selectmen	(508)533-3264	(508)321-4988
Human Resources	(508)533-3294	(508)231-4940
Town Clerk	(508)533-3204	(508)533-3287

Financial Offices

Accountant	(508)533-3202	(508)533-3201
Assessors	(508)533-3203	(508)321-4979
Treasurer/Collector	(508)533-3205	(508)533-3207

Public Services

Animal Control	(508)533-3251	(508)321-4993
Building Department/ Zoning Enforcement	(508)533-3253	(508)533-3252
Community & Economic Development	(508)321-4890	(508)321-4915

Conservation Commission	(508)533-3292	(508)321-4984
Department of Public Services	(508)533-3208	(508)321-4985
Health Department	(508)533-3206	(508)321-4982
Planning Department	(508)533-3291	(508)321-4987

Housing Authority	(508)533-2434	
Senior Center	(508)533-3210	(508)533-0386
Tree Warden	(508)533-3275	(508)321-4985
Veterans Agent	(774)233-7102	
Public Library	(508)533-3217	(508)533-3219

Superintendent's Office	(508)533-2222	(508)533-3219
Operations and Finance	(508)533-3222 Ext. 3155	(508)533-3226
Athletic Director	(508)533-3227 Ext. 5120	
Cafeteria	(508)533-3227 Ext. 5126	
Community Education	(508)533-2222 Ext. 3185/3186	
Francis J. Burke Elementary	(508)533-3242	
High School Office	(508)533-3227	
John D. McGovern Elementary	(508)533-3243	
Memorial School Middle	(508)533-3226	
School Office Special	(508)533-3230	
Education Office	(508)533-3222 Ext. 5178	