

**TOWN OF
MEDWAY, MASSACHUSETTS
2013 ANNUAL TOWN REPORT**



BOARD OF SELECTMEN

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

TOWN ADMINISTRATOR

Suzanne Kennedy

IN MEMORIAM

Catherine Murphy
January 12, 1916-March 15, 2013

Ernestine Hoban
October 26, 1937-March 29, 2013

Robert Goode
October 24, 1926-March 29, 2013

Margaret Higgins
April 22, 1928-April 2, 2013

John Perkins
June 20, 1938-April 6, 2013

Richard A. Guyette
July 17, 1954-August 20, 2013

Herbert Arthur Choate
October 5, 1933-August 4, 2013

Robert L. Burke
June 7, 1924-December 14, 2013



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COMMUNITY PROFILE

Incorporated

- 1713

Land Area

- 11.54 square miles

County

- Norfolk

Population

- 13,411

Form of Government

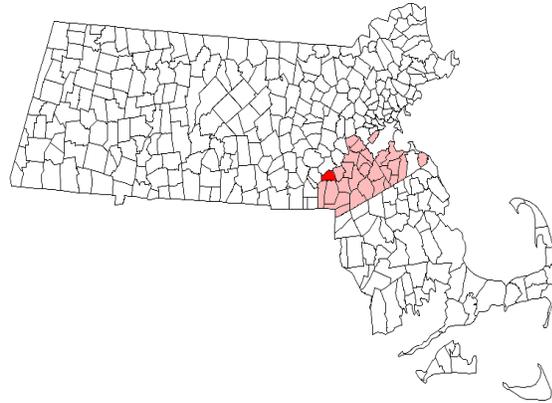
- Town Administrator
- Five-member Board of Selectmen
- Open Town Meeting

**FY2014 Tax Rate per
Thousand -
\$18.84**

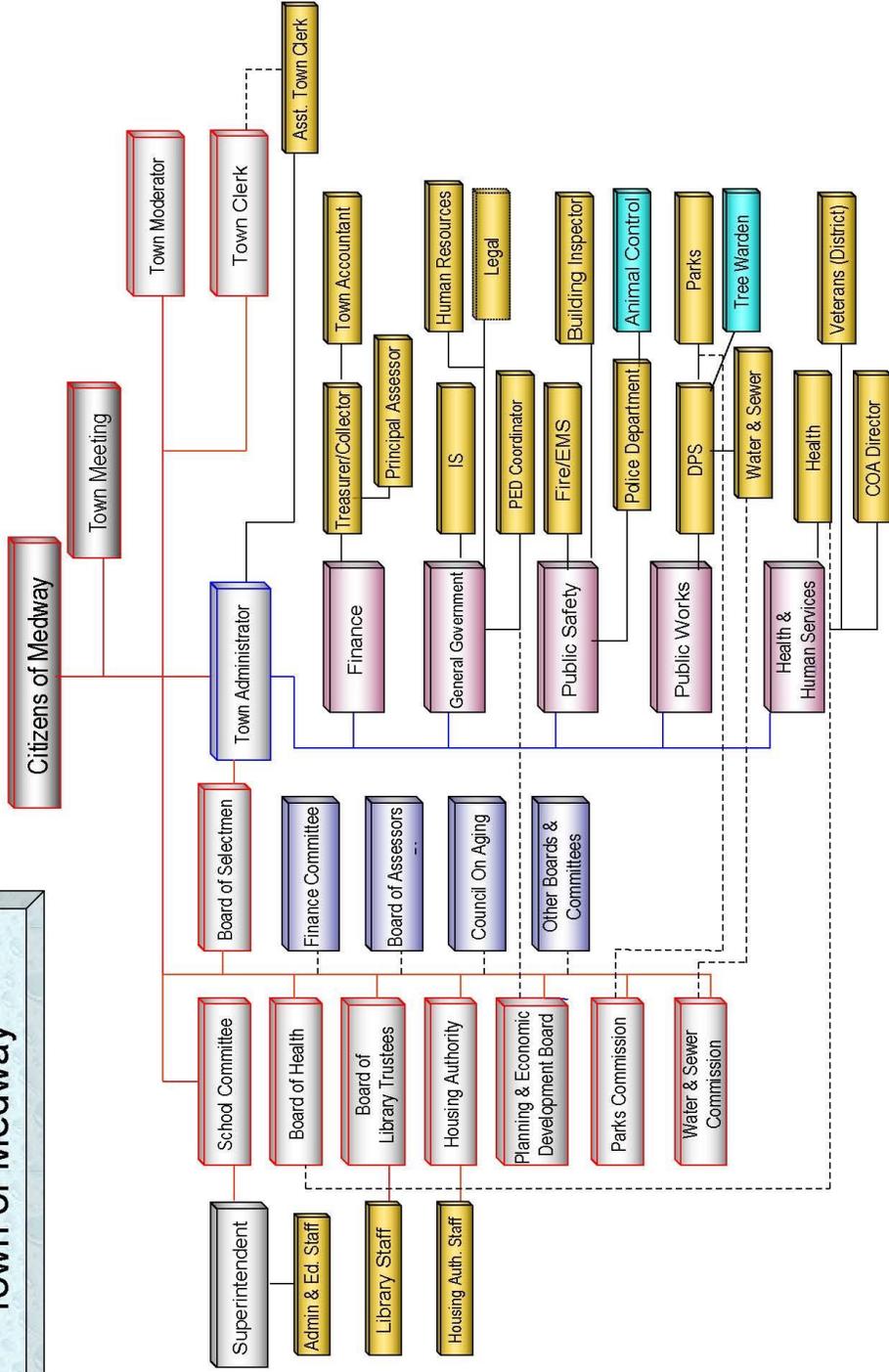
**2013 Average Single
Home Value -
\$341,354**

**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**

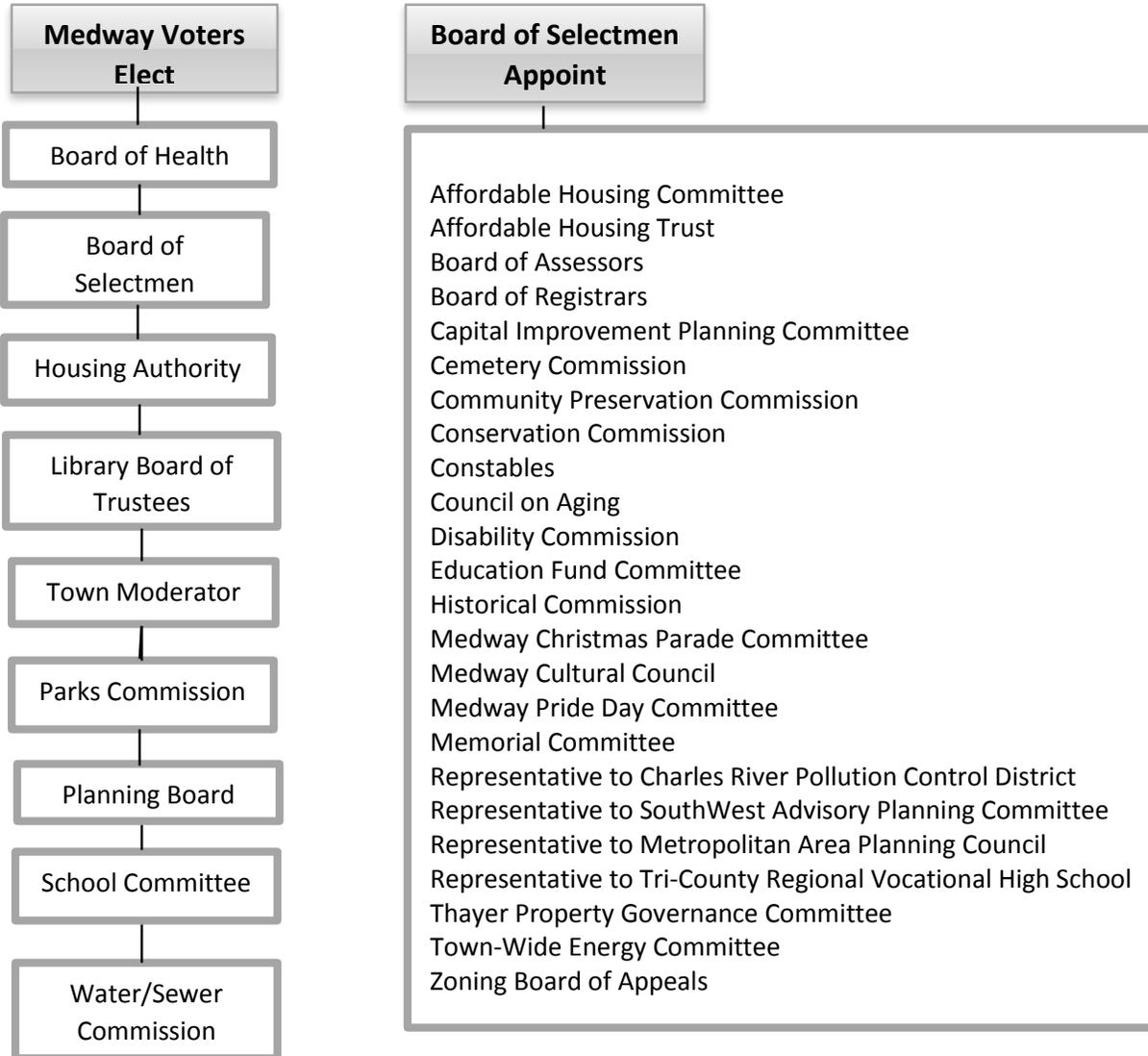


Organizational Structure Town of Medway





BOARDS, COMMITTEES, And COMMISSIONS



Planning Board appoints Design Review, Economic Development and Open Space Committees

From time to time, ad hoc committees may be appointed for the purposes of studying or completing a specific task.



**Officers of the
United States of
America**

President

Barack H. Obama

Vice President

Joseph R. Biden

Senators

Edward Markey

Elizabeth Warren

Congresswoman

Nicola (Niki) Tsongas



**Officers of the
Commonwealth of
Massachusetts**

Governor

Deval L. Patrick

Lieutenant Governor

Timothy P. Murray (resigned June 2013)

Secretary of the Commonwealth

William F. Galvin

Treasurer

Steven Grossman

Attorney General

Martha Coakley

Auditor

Suzanne M. Bump

State Senator

Karen E. Spilka

State Representatives

John V. Fernandes

Jeffrey Roy



Elected Officials

Board of Health

Michael Heavey
John Mill III
Jordan Warnick
Richard D'Innocenzo, BOS Representative
Andrew Rodenhiser, PEDB Representative

Board of Selectmen

Dennis Crowley
Richard D'Innocenzo
John Foresto
Glenn Trindade
Maryjane White
Andrew Rodenhiser, PEDB Representative

Housing Authority

Robert Ferrari (State Appt.)
Michael Matondi
Helen O'Donnell
Mary O'Leary
Alison Slack
Richard D'Innocenzo, BOS Representative

Library Board of Trustees

Carol Brown
Diane Burkhardt
Edward Duggan
Karen Kassell
Christopher Monahan
Wendy Rowe
John Foresto, BOS Representative

Town Moderator

Mark Cerel

Parks Commission

Sean Murphy
Ross Rackliff
Robert Reagan Jr.
Richard D'Innocenzo, BOS Representative

Planning and Economic Development Board

Richard Di Iulio, Associate Member
Thomas Gay
Matthew Hayes
Andrew Rodenhiser
Karyl Spiller-Walsh
Robert Tucker
Glenn Trindade, BOS Representative

School Committee

Carole Bernstein
Diane Borgatti
Richard Eustis
Dawn Rice-Norton
Cynthia Sullivan
Dennis Crowley, BOS Representative
Richard D'Innocenzo, BOS Representative

Town Clerk

Maryjane White

Water/Sewer Commission

Leo O'Rourke
Cranston Rogers
Robert Wilson
Dennis Crowley, BOS Representative

*Post May 21, 2013 Election



Boards, Committees and Commissions

Affordable Housing Committee

Robert Ferrari
Teresa O'Brien
Alison Slack
Glenn Trindade, BOS Representative
Andrew Rodenhiser, PEDB Representative

Affordable Housing Trust

Michael Heineman
Judi LaPan
John Maguire
Ann Sherry
Glenn Trindade, BOS Representative

Board of Assessors

Peter Manning
Jack McKeirnan**
William Oldmixon
Dennis Crowley, BOS Representative
Andrew Rodenhiser, PEDB Representative

Board of Registrars

Barbara Horowitz
Christine Lorenzen
Florence Mucci

Capital Improvement Planning Committee

Thomas Anderson
James Gillingham
Michelle Reed
Peter Sigrist
Dennis Crowley, BOS Representative
Matthew Hayes, PEDB Representative
Diane Borgatti, School Representative

Cemetery Commission

Bruce Hamblin
Jeanne Johnson
Marian Pierre-Louis

Community Preservation Commission

Mark Cerel
David Kaeli
James Wieler
Alison Slack, Affordable Housing Rep.
Maryjane White, BOS Representative
Ken McKay, Con Com Representative
Tina Wright, Open Space Representative
Robert Tucker, PEDB Representative

Conservation Commission

Anthony Biocchi
Ken McKay
Glenn Murphy
David Travalini
Glenn Trindade, BOS Representative
Robert Tucker, PEDB Representative

Constables

Gary Eklund
William Pride
Paul Trufant
Paul Yorkis
John Foresto, BOS Representative

Council on Aging

Mary Anderson
Veronica Clark
Paul DeSimone
Nanette Glenny
Siri Krishna Khalsa
Judy Lane
Grace Rossetti
Charlene Saunders
Francis Saunders
Mary Lou Staples
John Wooster

*Reflect Fiscal Year 2014 appointments

**Temporary appointment



Boards, Committees and Commissions (Cont.)

Design Review Committee

Matthew Buckley
Julie Fallon
Bruce Hamblin, Associate Member
Rod MacLeod
Rachel Walsh
Mary Weafer
Karyl Spiller-Walsh, PEDB Representative

Economic Development Committee

Ken Banceweicz
James Byrnes
Cranston Rogers
Paul Yorkis
Maryjane White, BOS Representative
Andrew Rodenhiser, PEDB Representative

Educational Fund Committee

Heidi Anderson
Joann Bruce
Melinda Peden

Evaluation of Parks, Fields and Recreation Areas Committee

Mark Diebus
Richard D'Innocenzo
Michael Francis
Ross Rackliff
Robert Reagan, Jr.
Robert Pearl

Finance Committee

Todd Alessandri
Meghan Bernardo
Christine Devine
Neil Kennedy
Christopher Lagan
Jeffrey O'Neill
Frank Rossi
Barry Schroeder
James Sullivan
Dennis Crowley, BOS Representative
Andrew Rodenhiser, PEDB Representative

Historical Commission

Donna Hainey
Jeanne Johnson
Eugene Liscombe
Marian Pierre-Louis
Paul Russell
Mark Wilcox

Medway 300 Committee

Carole Bernstein
Dennis Crowley
John Foresto
Steven Richardson
John Robinson
Karyl Spiller-Walsh
Mark Wilcox

Medway Christmas Parade Committee

Scott Guyette
Richard Parrella
Allen Tingley

Medway Community Farm Liaison Committee

Phyllis Cerel
Dennis Crowley
David Kaeli
Patrick McHallam
Susan Rorke
Robert Tucker
Glenn Trindade, BOS Representative
Robert Tucker, PEDB Representative

Medway Cultural Council

Susan Chase
Sandra Dobday
Cynthia McLaughlin
Audrey Ritter
Heather Scott
Robert Wilson

* Reflect Fiscal Year 2014 appointments

**Temporary appointment



Boards, Committees and Commissions (Cont.)

Medway Pride Day Committee

Susan Alessandri
Caroline Fletcher
Karen Maxwell

Medway Middle School Building Committee

Lawrence Ellsworth
Judith Evans
Suzanne Kennedy
Lawrence Muench
Armand Pires
Carol Pratt
Deborah Trindade
David Verdolino
Tina Wright
Dennis Crowley, BOS Representative

Memorial Committee

Peter Ciolek
Douglas Downing
Richard Keogh
John Larney
Michael Matondi
Richard Parrella
Robert Saleski
Allen Tingley
Paul Trufant

Open Space Committee

Michael Francis
Bruce Hamblin
Paul Marble
Patrick McHallam
Glenn Murphy
James Wickis
Tina Wright
Glenn Trindade, BOS Representative
Karyl Spiller-Walsh, PEDB Representative

Route 109 Advisory Committee

Matthew Buckley
Dennis Crowley
Dan Hooper
Maryjane White
Paul Yorkis

Thayer Development Committee

Mark Cerel
John Foresto
Dan Hooper
Sean Murphy
Karyl Spiller- Walsh
Mark Wilcox

Thayer Property Governance Committee

Dennis Crowley
John Foresto
Carl Rice

Town-Wide Energy Committee

Carey Bergeron
David Brownell
Peter Cooper
Lawrence Ellsworth
Charles Myers
Shelley Wieler
John Foresto, BOS Representative
Robert Tucker, PEDB Representative
Diane Borgatti, School Representative

Zoning Board of Appeals

Anthony Biocchi
David Cole
Arlene Doherty
Matthew Flotta
Carol Gould
Craig Olsen
Glenn Trindade, BOS Representative
Andrew Rodenhiser, PEDB Representative

Reflect Fiscal Year 2014 appointments

**Temporary appointment

MEETING SCHEDULE

Annual Town Election	May 21, 2013
Special State Election	June 25, 2013
Annual Town Meeting	May 13, 2013
Fall Town Meeting	November 18, 2013

Affordable Housing Committee	2 nd Wednesday of each month – 7:30PM/Senior Center
Affordable Housing Trust	1 st Wednesday of each month – 6:30PM/Senior Center
Board of Assessors	Dates/Times vary – Assessors Office
Board of Health	2 nd and 4 th Monday of each month – 6:30PM/Library
Board of Selectmen	1 st and 3 rd Monday of each month – 7:00/Sanford Hall
Capital Improvement Planning Committee	2 nd Wednesday of each month – 7:00PM/Library
	4 th Wednesday of each month – 7:00PM/Sanford Hall
Community Preservation Committee	1 st Monday of each month – 7:30PM/High School Library
Conservation Commission	1 st and 3 rd Thursday of each month – 7:30PM/Sanford Hall
Council on Aging	2 nd Tuesday of each month – 2:00PM/Senior Center
Design Review Committee	1 st and 3 rd Monday of each month – 7:00PM/Library
Economic Development Committee	2 nd Wednesday of each month – 7:00PM/High School
Finance Committee	2 nd Wednesday of each month – 7:00PM/Sanford Hall
Historical Commission	2 nd Wednesday of each month – 7:30PM/Historical Society
Housing	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	
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 – 7:00PM/High School
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 – 7:45PM/Sanford Hall

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



Appointed Officers

Town Administrator
Suzanne Kennedy

Labor Counsel
Marc Terry

Special Counsel (TA appoints)
Vacant

Town Counsel
Barbara Saint Andre

Animal Control Officer
Brenda Hamelin

Assessor
*William Naser (through September)
*Donna Greenwood (as of December)

Community Housing Coordinator
J. Douglas Havens

Conservation Agent
*Karon Skinner Catrone (through September)
*Patricia Barry (as of October)

Council on Aging Director
Missy Dziczek

DPS Director
Thomas Holder

**Emergency Management Director
(BOS appoints)**
Jeffrey Trust

Finance Director/Treasurer - Collector
Melanie Phillips

Fire Chief
Jeffrey Lynch

Health Agent
Stephanie Bacon

Human Resources Director
E. Susan Ellis

**Inspector of Buildings/
Zoning Enforcement Officer**
John Emidy

IT Director
Richard Boucher

Planning Coordinator
Susan Affleck Childs

Police Chief
Allen Tingley

Town Accountant
Carol Pratt

Veterans Agent
John Givner

Local Building Inspectors
Paul Cohelo
Earl Vater

Plumbing/Gas Inspector
Robert Coakley

Plumbing/Associate Gas Inspector
Robert Heavey

**Associate Plumbing/Associate Gas
Inspectors**
Jeffrey Harris
Gerard Smolinsky

Wiring Inspector
Scott Guyette

Associate Wiring Inspectors
Jeffrey Hovey
Eugene Reckert

Fence Viewer
Allen Tingley



Appointed Officers (Cont.)

Parking Clerk
Vacant

Sealer of Weights & Measures
Michael Clancy

**Tree Warden/Moth Agent (BOS
appoints)**
Rolf Briggs

**Representatives to Charles River
Pollution Control District**
Peter DeSimone
Douglas Downing

**Representative to Metropolitan Area
Planning Council**
Andrew Rodenhiser

Representatives to SWAP
Andrew Rodenhiser (Planning Board)
Paul Yorkis (Citizen-at-Large)

**Representative to Tri-County
Vocational School**
Linda Reynolds

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**
Maryjane White

Selectmen's Representative to SWAP
Glenn Trindade

**Selectmen's Rep. to Tri- County
Vocational School**
Glenn Trindade



PUBLIC SAFETY

Animal Control Officer

Brenda Hamelin

Emergency Management Director (BOS appoints)

Jeffrey Trust

Fire Chief

Jeffrey Lynch*

Deputy Chief

Allen Tingley

Assistant Chief

James Smith

Firefighter/EMTs

Lt. Matthew Anzivino*

Steven Brody*

James Earle Jr.

Michael Fasolino*

Timothy Hutton

Lt. Thomas Irwin*

Lt. David Leavenworth*

Joseph MacDougall

Lt. Robert O'Neill

Walter Steeves

Lt. Brian Tracy*

Lt. Craig Vinton*

Kevin Vinton

Zachary Ward*

Alan Weiner

**Denotes full-time*

Firefighters

John Cooper

Nicholas Kingsley

Lt. Michael Leland

Joseph Lynch

Kevin Moreau

Ron Mullen

Michael Power

Neil Robinson

William Scherer

Lt. Peter Trufant

Christine Verdolino

Byron Vinton

Jason Vinton

EMTs

Alan Cornoni

Michael Heavey

Timothy Raftery

Station One

Vacant - Captain

Lt./EMT Robert O'Neill

Lt. Peter Trufant

Station Two

Capt./EMT Joseph MacDougall

Lt. Michael Leland

Emergency Medical Services

David Leavenworth - Coordinator

Timothy Raftery - Assistant Coordinator

Vacancy - Training Coordinator

Administrative Assistant

Natalie Lennon (as of June)

Health Agent

Stephanie Bacon

Inspector of Buildings/ Zoning Enforcement Officer

John Emidy

Local Building Inspectors

Paul Cohelo

Earl Vater

Plumbing/Gas Inspector

James Coakley

Associate Plumbing/Associate Gas Inspectors

Jeffrey Harris

Gerard Smolinsky

Wiring Inspector

Scott Guyette

Associate Wiring Inspectors

Jeffrey Hovey
Eugene Reckert

Police Chief

Allen Tingley

Police Lieutenant

William Boultenhouse

Police Sergeants

Jason Brennan
William Kingsbury
David McSweeney
Jeffrey Watson

Detective

Matthew Reardon

Police Officers

Peter Fasolino
Donald Grimes
Derek Harrington
Joseph MacDougall
John McLaughlin
Paul McLaughlin
David McRoberts
John Meincke
Stephen Mitchell
Ryan Ober
Robert O'Neill, Jr.
John Rojee
Richard Simard, II

Police/Fire Communications Officers

William Freitas*
Thomas Godino
Kate Hickey*
Judi LaPan
David Leavenworth*

Andrew Mahan

Anthony Nigro

Carl Sheppard

William White

**Denotes part-time or as-needed*

Permanent Intermittent Police Officers

William Freitas

Thomas Hamano

Special Police Officers

Matthew Anzivino

James Boyan

Kevin Brennan

David Duncan (Photographer)

Cheryl Goodspeed

Michael Heavey

David Lambirth

David Leavenworth

Richard Malo

Frederick Paulette

Robert Rojee

Charlene Tingley

Gerald Tracy

Barbara Trufant

School Traffic Crossing Guards

Cheryl Goodspeed

Deborah Lavalle

Judi LaPan

Barbara Trufant

Gale Wilcox

Matrons

Cheryl Goodspeed

Kate Hickey

Judi LaPan

Charlene Tingley

Barbara Trufant

Gale Wilcox

Administrative Assistant

Erin Sullivan (as of July)



TOWN EMPLOYEES

Department of Public Services

Thomas Holder, Director
David D'Amico, Deputy Director
Sarah Pawluczzonek, Business Manager
Judi LaPan, Program Administrator
Robert McGee, Project Manager
James Smith, Jr., Highway Superintendent
John Tucker, Highway Assistant
Superintendent
Fred Sibley, Operations Manager,
Environmental Services
Steve Carew, Assistant Operations Manager,
Environmental Services
John Piccone, Principal Fleet Technician
Rick Nickerson, Fleet Technician
Jason Beksha, Heavy Equipment Operator
Sean Casey, Right-Of-Way Maintenance
Supervisor
Rich Kernan, Heavy Equipment Operator
Ken Semergian, Heavy Equipment Operator
David Malmberg, Heavy Equipment Operator
William Scherer, Heavy Equipment Operator
Tim Abberton, Supervisor
William Donahue, Water/Sewer
Superintendent
Jeffrey Roach, Water Systems Operator
Mark Leonardo, Water Systems Operator
Paul Morris, Water Systems Operator
Ryan Dynn, Water Systems Operator
Anthony Malmberg, Recycling Center
Richard Dennis, Recycling Center
Daryl Ribao, Recycling Center Heavy
Equipment Operator
Clarence Gay, Building Maintenance
Jonathan Power, Building Maintenance
Kent Shorette, Building Maintenance

Finance Department

Melanie Phillips, Director

Accounting

Carol Pratt, Town Accountant
Pamela Champagne, Assistant Town
Accountant
Joanna Komola, Accounting Assistant
(through September)
Natalie Tocco, Accounting Assistant
(as of November)

Assessor

William Naser, Principal Assessor
(through September)
Donna Greenwood, Principal Assessor
(as of December)
Andrew Smyth, Deputy Assessor
Terri Balabanis, Administrative Secretary

Treasurer/Collector

Melanie Phillips, Treasurer/Collector
Joanne Russo, Assistant
Treasurer/Collector
Marie Shutt, Assistant Collector
Paige Eppolito, Assistant Treasurer

Conservation

Karon Skinner-Catrone, Conservation Agent
(through September)
Patricia Barry, Conservation Agent (as of
October)

Council on Aging

Missy Dziczek, Director
Kathryn Bullock, Program Coordinator
Linda Hastings, Nurse
Pauline Russo, Outreach Work
Judy Notturmo, Volunteer Coordinator, Van
Driver
Louise Duane, Transportation Coordinator
Deb GrandPre, Bus Driver
Dave Houghton, Bus Driver

Health

Stephanie Bacon, Health Agent

Human Resources

Eileen Ellis, Director
Paige Eppolito, Human Resources Coordinator

Information Service

Richard Boucher, Director
Sean Peplinski, Network Engineer
Michael Conway, Database Administrator
Ryan Kennedy, Senior Technology Specialist
Tom Corsini, Technology Specialist
Jesse Cordeiro, Technology Specialist

Library

Margaret Perkins, MLS, Director
Katherine Buday, Technical Services Librarian
Lorie Brownell, Library Assistant
Sandra Dobday, Library Assistant
Paula Labella Belanger, Library Assistant
Tamara Page, Library Assistant
Susan Allison, Substitute Library Assistant
Frances Hollister, Substitute Library Assistant
Andrew Busa, Community Area Steward

Planning & Economic Development

Susan Affleck-Childs, Planning Coordinator
Fran Hutton-Lee, Administrative Assistant

Town Administrator/Selectmen

Suzanne Kennedy, Town Administrator
Allison Potter, Assistant to the Town Administrator
Karen Kisty, Operations Manager

Town Clerk

Maryjane White, Town Clerk
Charlene Tingley, Assistant Town Clerk

Veterans Services

John Givner, 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 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 2013 – Interim Year

Fiscal year 2013 was an interim year for the Town of Medway. This type of town valuation occurs for two years in between the triennial certification year for each municipality in the Commonwealth of Massachusetts. Assessors review market information and adjust values according. The assessment date for all property in Medway was January 1, 2012 for FY2013*.

*(with exception of properties that have a current open building permit; the date of assessment for those properties was June 30, 2012 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 2011
- ◆ commercial & 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 schedule

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 2013 was \$29,596,723.77. Listed below is the classification tax allocation for fiscal year 2013.

The Department of Revenue approved a tax rate of \$18.56 per 1000 of value on November 20, 2012.

CLASSIFICATION	VALUATION	TAX DOLLARS	LEVY PERCENT
CLASS 1 - Residential	1,378,213,722	\$25,579,646.68	86.43%
CLASS 2 – Open Space	0	0	0.00%
CLASS 3 – Commercial	71,564,752	\$1,328,241.80	4.48%
CLASS 4 – Industrial	55,460,341	\$1,029,343.93	3.48%
CLASS 5 – Personal Property	89,412,250	\$1,659,491.36	5.61%
TOTAL	1,594,651,065	\$29,596,723.77	100.00%

TAX RATE CALCULATION:

Tax levy (revenue a community can raise through real and personal property taxes) divided by town valuation (total taxable town value) OR

\$29,596,723.77/ 1,594,651,065= \$18.56 per 1000 of value or \$18.56/1000

A public hearing was held in November 2012 in which the Board of Selectman chose to tax all classes of property at the same rate, also known as a single rate.

SUMMARY

The real estate market in Medway for the most part, saw a decrease in values. Residential values had an overall decrease of 2%, commercial had an overall decrease of 1%, and industrial properties generally decreased by 1%. Vacancy rates remained parallel to the previous year. Residential sales volume was down for a fourth straight year. It’s important to note that when Medway real estate sales are analyzed; ‘arms-length’ transaction sales are used. Non arms-length transaction sales, such as foreclosed properties, short sales, family sales, etc., are not part of the value assessment process. The sales analysis is capturing market adjustments for the assessment period.

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 call, email, or visit the office if you have any questions regarding your property value or the assessment process in general.

Respectfully submitted,

Donna Greenwood, MAA
Principal Assessor

REPORT OF THE FINANCE DIRECTOR/TREASURER/COLLECTOR

We had another good year in Medway for Fiscal Year 2013. Sound fiscal practices and policies led to our third consecutive year without a management letter from our auditors. We expanded ebilling for our residents through *UniBank* and put *Epayables* in place through Bank of America.

Epayables provides a rebate to the Town on all AP payments that are made through this process. We earn funds back from paying our bills. In addition, manual checks and the work surrounding them are eliminated saving time and money.

The Treasurer/Collector's Office focused on Tax Title collection in Fiscal 2013. We are in process of foreclosure of a number of properties for non-payment of real estate taxes. This avenue is pursued in accordance with Massachusetts General Law and only after all attempts to obtain payment or establish a payment plan with the property owners have been exhausted.

In FY 13 the Town's bond rating remained at AA, however, we did receive positive feedback from the rating agency that Medway could obtain the elusive AAA rating we seek if we continue on the course we have set and when real estate values recover. I am happy to report that we continued to enjoy low interest rates for borrowing for capital projects during this past fiscal year although a slight uptick was noticed from FY 2012.

Treasurer/Collector Measures:

BILLINGS:	RE/PP	MVE	OTHER	UB	TOTAL
Est. # of bills sent	19,925	14,000	3,300	N/A	37,225
Est. # of payments posted	21,761	15,982	Included in other totals	4,291	42,043

<u>OTHER:</u>	
Est. # MLCs	742
Revenue from MLCs	\$37,000
Est. # of Calls	1,025
Est. # of office visits	4,322

Real Estate tax collection for FY 2013 is 98.75% while motor vehicle excise tax is 111.99% of budget. Overall revenue collection is 100.88% of the budgeted amount while expenses were at below budget levels

I wish to thank all members of the Finance Team for their dedication, attention to detail and quality work. I wish to particularly thank Carol Pratt, our Town Accountant extraordinaire and Will Naser, our Principal Assessor during FY 2013. I would also like to thank Joanne Russo, our Assistant Treasurer/Collector, Marie Shutt, our Assistant Collector and Paige Eppolito, our HR Assistant/Assistant Treasurer, all of whom make it work so well. I am so lucky to have you all. Thank you for your hard work and dedication to Medway's residents. The quality of their work is integral in our achievement of no management letter from our auditors.

Thank you to Medway's citizens for your support. It is our honor to serve you.

Respectfully submitted,

Melanie M. Phillips

Finance Director/Treasurer/Collector



TREASURER'S CASH REPORT ENDING JUNE 30, 2013

PETTY CASH- \$200

School Lunch		99,726.65
General Fund		2,414,434.73
General Fund		56,966.52
EFT		949,842.61
Treasurer-remote		355,181.04
Deputy Collect		47,004.78
Vendor		654.17
Payroll		30.11
General Fund		8,917,926.49
On-line Collection		93,438.80
Collector		278,301.50
Collector Cash Acct		116,847.20
CPA		4,253,628.06
Storm Reserve		210,903.16
Planning Review		149,670.70
General Fund		3,907,395.75
Health Reserve		52,330.57
Fiscal Stability		750,506.93
Stabilization Funds		3,427,234.15
Conservation		105,576.07
General Fund		466,858.31
Deputy On-line		16,541.66
Planning		51,724.97
General Fund		3,024,788.41
Eminent Domain		779.97

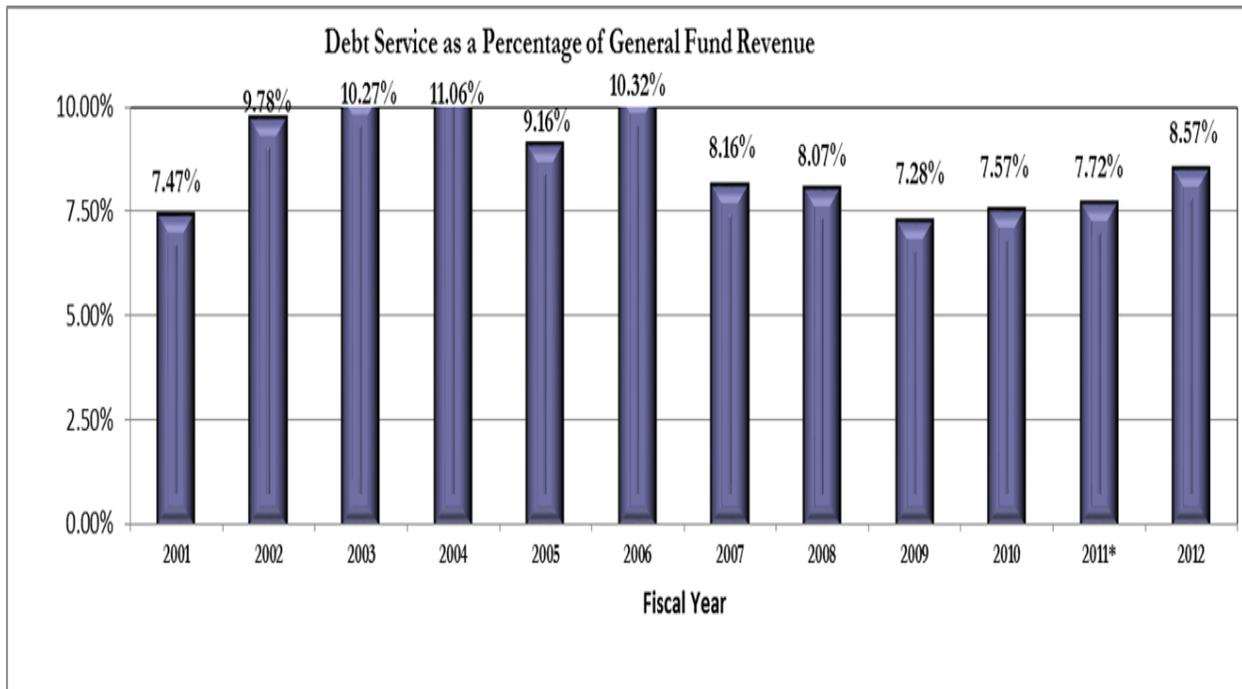
TRUST ACCOUNTS:

Scholarships		868,269.37
Road Bonds		348,141.76
Student Activity		266,625.62
Education Fund		6,085.12
Library Trust		143,643.34
Cemetery Trust		10,689.37
Art & Lottery		3,905.63
Medway 300		122,837.39
Elderly Disabled Fund		450.11
Christmas Parade		12,579.16
OPEB TRUST		50,489.05
Affordable Housing Tr		429,644.51

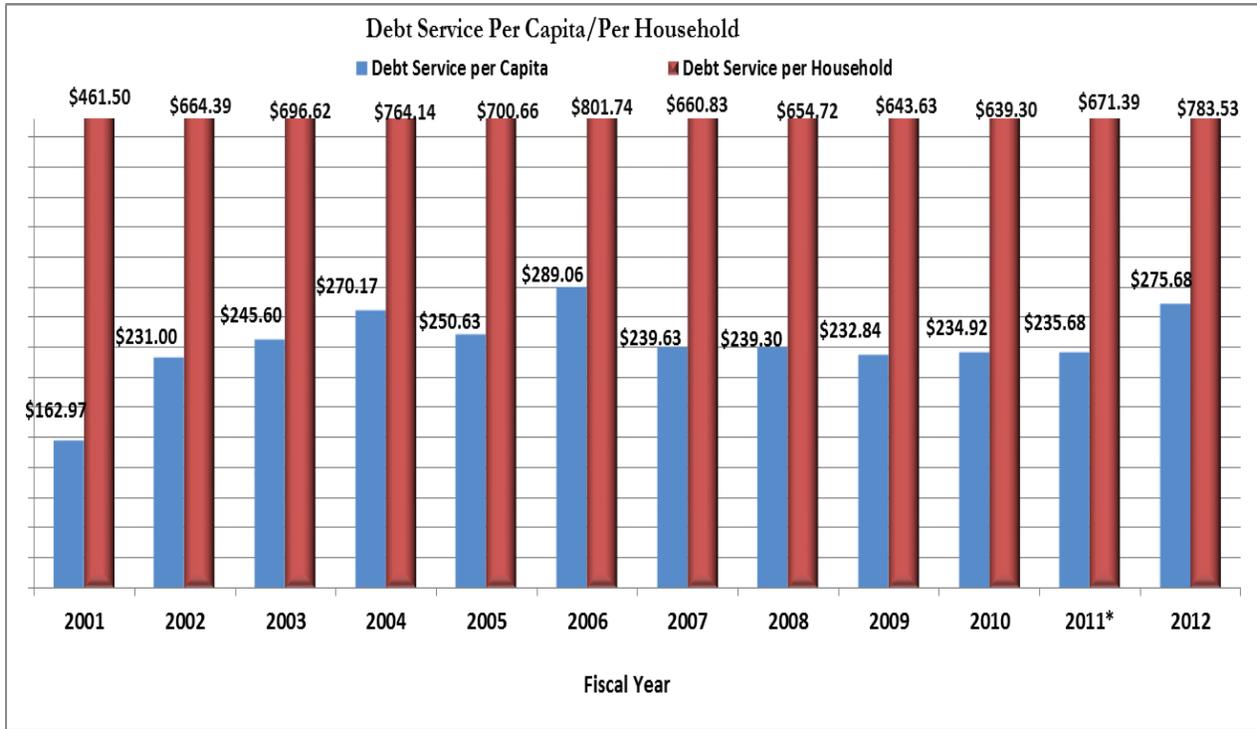
TOTAL CASH \$32,011,853.74

A LOOK AT MEDWAY'S LONG TERM DEBT PICTURE.

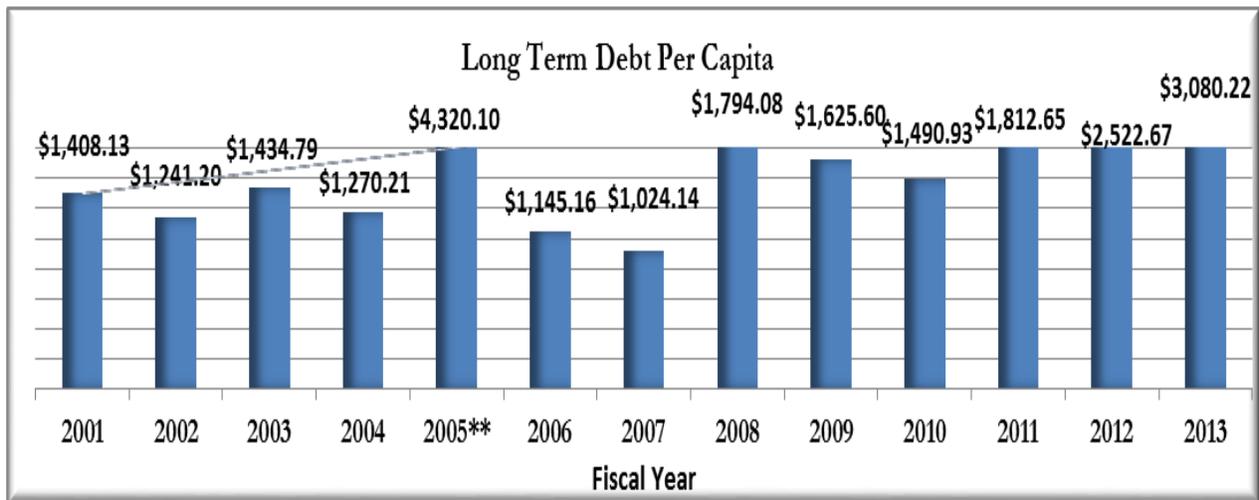
Debt Service as a Percentage of the General Fund- This is one statistic that the rating agencies use to evaluate the Town when providing a bond rating. The rating agencies look for this percentage to fall no higher than 10% of General Fund revenues.



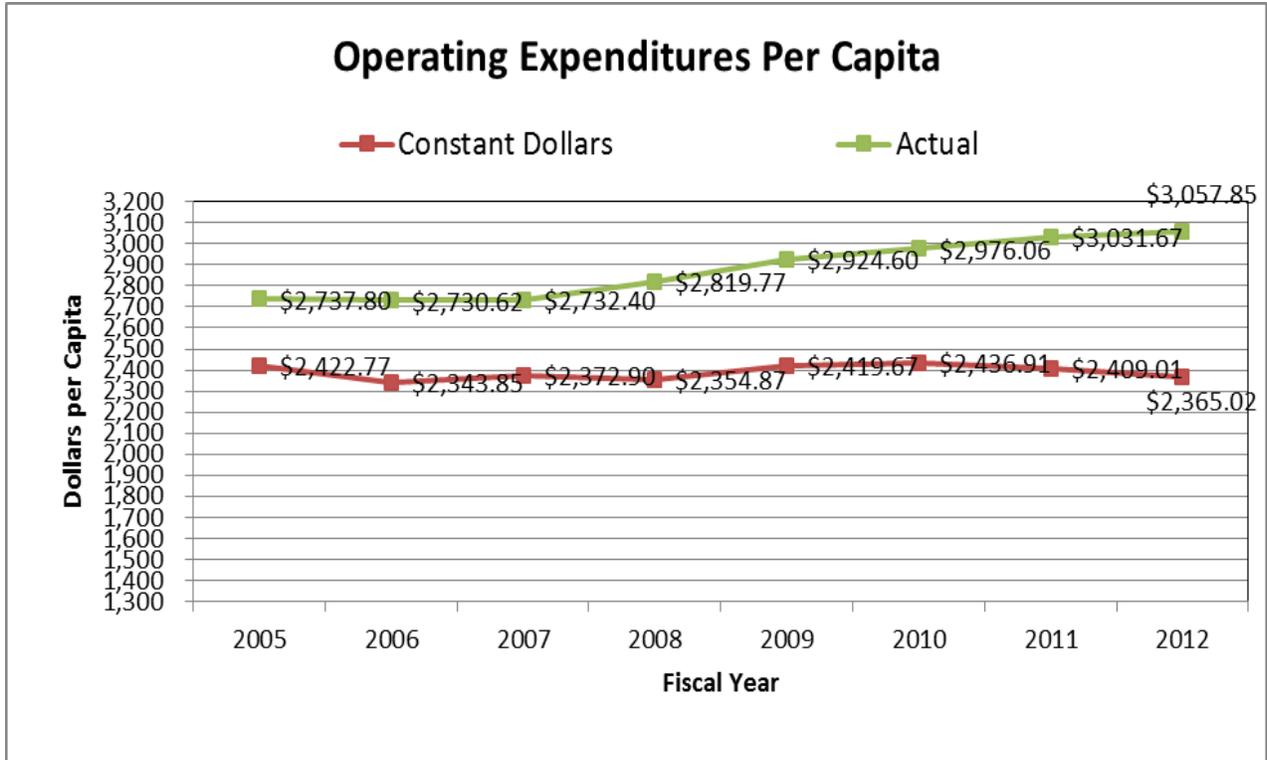
DEBT SERVICE PER CAPITA AND PER HOUSEHOLD-This Chart shows the amount of Paid for debt service per capita and per household from FY2001 through FY2012.



LONG TERM DEBT PER CAPITA-This chart shows the amount of permanent debt outstanding per capita from FY 2001 through FY 2013. The spikes in 2005 and 2013 are both due to major school projects (new High School and Middle School repair project, respectively).



A LOOK AT MEDWAY'S EXPENDITURE GROWTH---OPERATING EXPENDITURES PER CAPITA-This chart shows you the cost per capita for General Fund operations. The chart also shows you the cost in Constant Dollars (adjusted for inflation). The data shows the Town's expenditures have remained fairly flat to 2005 levels.



SOURCE OF DATA FOR ALL CHARTS IS THE COMMONWEALTH OF MASSACHUSETTS DEPARTMENT OF REVENUE

Report of the Town Accountant

The annual report for the fiscal year ending June 30, 2013 is hereby submitted showing the receipts and disbursements for the year.

Included is the combined Balance Sheet for All Funds Types and Groups, the Budgeted, Transferred and Actual Amounts expended by individual departments for this fiscal year, and a Combined Statement of Changes in Revenues, Expenditures and Fund Balances as of June 30, 2013.

I wish to thank my assistant, Pam Champagne, for her invaluable help throughout the year.

Respectfully submitted,

Carol Pratt

Town Accountant

Town of Medway, Massachusetts
COMBINING BALANCE SHEET - ALL FUND TYPES and GROUPS
FOR FISCAL YEAR END JUNE 30, 2013

	<u>General</u>	<u>Community Preservation</u>	<u>Middle School Renovation Funds</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
ASSETS					
Cash and short-term investments	\$ 15,769,283	\$ 4,312,277	\$ 1,079,261	\$ 5,507,487	\$ 26,668,308
Investments					
Receivables:					
Property taxes	1,745,532				1,745,532
Excises	399,624				399,624
Departmental and other	678	13,363		30,155	44,196
Due from other governments	24,000			200,000	224,000
TOTAL ASSETS	<u>\$ 17,939,117</u>	<u>\$ 4,325,640</u>	<u>\$ 1,079,261</u>	<u>\$ 5,737,642</u>	<u>\$ 29,081,660</u>
LIABILITIES AND FUND BALANCES					
Liabilities:					
Warrants payable	\$ 379,743			\$ 116,341	\$ 496,084
Accrued liabilities	3,211,499	484		123,962	3,335,945
Notes payable				200,000	200,000
Notes payable - deficit financing	350,000				350,000
Tax refunds payable	201,000				201,000
Other liabilities	252,302		84,119	12,053	348,474
TOTAL LIABILITIES	<u>4,394,544</u>	<u>484</u>	<u>84,119</u>	<u>452,356</u>	<u>4,931,503</u>
DEFERRED INFLOWS of RESOURCES					
	2,011,049	13,363		30,155	2,054,567
Fund Balances:					
Nonspendable				110,869	110,869
Restricted		4,311,793	995,142	5,489,503	10,796,438
Committed	2,768,316				2,768,316
Assigned	3,163,364				3,163,364
Unassigned	5,601,844			(345,241)	5,256,603
TOTAL FUND BALANCES	<u>11,533,524</u>	<u>4,311,793</u>	<u>995,142</u>	<u>5,255,131</u>	<u>22,095,590</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 17,939,117</u>	<u>\$ 4,325,640</u>	<u>\$ 1,079,261</u>	<u>\$ 5,737,642</u>	<u>\$ 29,081,660</u>

Town of Medway, Massachusetts
COMBINED STATEMENT OF CHANGES IN REVENUES, EXPENDITURES and FUND BALANCES
FOR FISCAL YEAR END JUNE 30, 2013

	<u>General</u>	<u>Community Preservation</u>	<u>Middle School Renovation</u>	<u>Nonmajor Governmental</u>	<u>Total Governmental</u>
	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>
REVENUES					
Property taxes	\$ 29,787,042	\$ 587,861			\$ 30,374,903
Excises	1,415,995				1,415,995
Penalties, interest and other taxes	216,970				216,970
Charges for services				2,121,468	2,121,468
Intergovernmental	16,689,610	216,039	5,944,947	2,322,471	25,173,067
Licenses and permits	368,842				368,842
Fines and forfeitures	18,137				18,137
Investment income	80,657	71,452		2,185	154,294
Miscellaneous	27,827			200,579	228,406
TOTAL REVENUES	<u>48,605,080</u>	<u>875,352</u>	<u>5,944,947</u>	<u>4,646,703</u>	<u>60,072,082</u>
EXPENDITURES					
Current:					
General government	2,617,947			259,896	2,877,843
Public safety	3,040,789			1,066,158	4,106,947
Education	29,999,985		11,044,483	4,001,519	45,045,987
Public works	2,595,344			588,439	3,183,783
Health and human services	294,718			119,124	413,842
Culture and recreation	352,180			435,525	976,261
Employee benefits	5,716,725	188,556			5,716,725
Debt service	3,109,679			10,420	3,120,099
Intergovernmental	731,635				731,635
TOTAL EXPENDITURES	<u>48,459,002</u>	<u>188,556</u>	<u>11,044,483</u>	<u>6,481,081</u>	<u>66,173,122</u>
Excess (deficiency) of revenues over expenditures	146,078	686,796	(5,099,536)	(1,834,378)	(6,101,040)
OTHER FINANCING SOURCES (USES)					
Bond proceeds					
Bond premium	166,588		7,500,000	3,650,000	11,150,000
Operating transfers in	463,230			30,000	493,230
Operating transfers out	(95,976)	(30,000)			(125,976)
TOTAL OTHER FINANCING SOURCES (USES)	<u>533,842</u>	<u>(30,000)</u>	<u>7,500,000</u>	<u>3,680,000</u>	<u>11,683,842</u>
Excess (deficiency) of revenues and other sources over expenditures and other uses	679,920	656,796	2,400,464	1,845,622	5,582,802
FUND EQUITY, at Beginning of Year, as restated	<u>10,853,604</u>	<u>3,654,997</u>	<u>(1,405,322)</u>	<u>3,409,509</u>	<u>16,512,788</u>
FUND EQUITY, at End of Year	<u>11,533,524</u>	<u>4,311,793</u>	<u>995,142</u>	<u>5,255,131</u>	<u>22,095,590</u>

Report of the Department of Human Resources

The Human Resources Department consults and advises all levels of staff on the state and federal statutes and procedures, employee compensation and benefits, personnel matters, and Collective Bargaining Agreement (CBA) issues. The Department assists with training for the development and success of all Town employees.

The Human Resource Department provides: lawful guidance and direction, coordination and leadership to Town officials and departments; assists in creating policies and procedures that will attract and maintain professional, knowledgeable, and innovative employees; and we offer all of our staff a resource for benefit services, training, and employee relations.

The Department of Human Resources' staff consists of a full time Human Resources Director and a thirty hour Payroll and Benefits Coordinator. The Department currently offers services and benefits to approximately two hundred and eighty two (282) full and part time Town employees, approximately four hundred and six (406) School employees, and two hundred and three (203) retirees. The Department also acts as a source of information for the general public with regard to job opportunities within the Town.

Respectfully submitted,

Eileen F. Ellis, Director of Human Resources

Information Services

In 2009, the goal of the Information Services Department was to assess the current state of all technologies and develop an equitable long range plan that would provide resources to benefit the entire community, support the goals of the 2009 Medway Master Plan, and support the Town and School's vision for technology.

The information provided in this document is a summary of the overall technology plan, goals, and accomplishments. Continued review of the technology plan will be made as 21st Century technologies advance and the needs of the town, school, and community progress.

Summary of Goals and Accomplishments

- **Increase connectivity and communications for all locations**
 - Installation of fiber optic network, telecommunication, and wireless systems
- **Update all equipment to support current workflows**
 - Replace and increase all devices and peripherals
- **Create a comprehensive technology plan**
 - Establish viable replacement lifecycle for all equipment.
 - Increase access to mobile computing and wireless technology.
 - Upgrade applications and take advantage of web 2.0 technologies.
 - Utilize cloud based solutions to improve services where applicable.
 - Increase staffing levels to support all departments effectively.

FY2014 Status Update:

As of FY14, the Town of Medway has drastically update the state of technologies throughout the community. Providing a foundation of resources such as a fiber optic network, commercial wireless systems, increased communication tools [website, email, and telecommunication systems], and centralized servers and database systems. End-point hardware to support all staff and workflows have been updated from a 2009 average of 83% over five years to a 2014 average of 98% under 5 years. Increased access to mobile devices and web 2.0 tools has enhanced the workplace and educational process of our students; and increased IT Department staffing levels provide quick response to support requests and professional development opportunities for all staff.

Future Plans include the continued replacement of equipment according to the current replacement cycle, expanding professional development opportunities on the integration of technology, and increasing access to mobile devices; with a goal of achieving a student to device ratio of 1:1 over the next five years. With technology continually changing, these goals will be reviewed on a regular basis to ensure equity for the community. Considerations of current technologies, ability to effectively utilize resources, potential for the use of personally owned devices, finance options, and the financial state of the town, will be major contributors to our future planning activities.

Current Initiatives:

- **FY2015**
 - Update existing equipment according to the replacement cycle [approx. 230 devices].
 - Provide continued staff development to implement technology effectively in the classroom.

- Increase access to mobile devices in the classroom, utilizing a shared technology approach. Providing approximately 350 additional mobile devices throughout the district.
- **Beyond FY2015**
 - Continue to review the technology plan and align with town and school initiatives.
 - Continue to promote staff development on the implementation of new technologies
 - Increase mobile device access by approximately 300 devices per year for FY16 & FY17.
 - Research and develop alternate resources to lower replacement costs; such as virtual desktops, lease vs purchase options, and the use of personally owned devices.

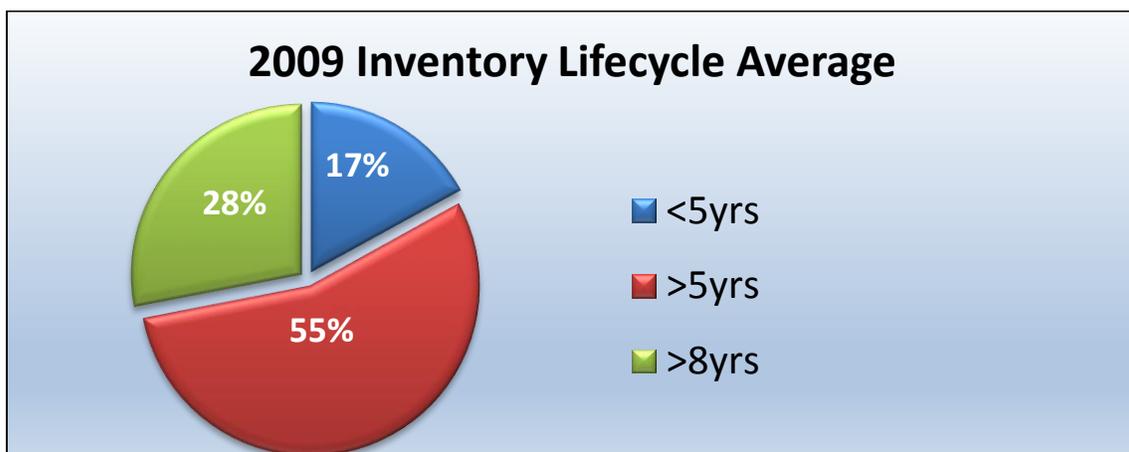
Respectfully submitted,

Richard Boucher

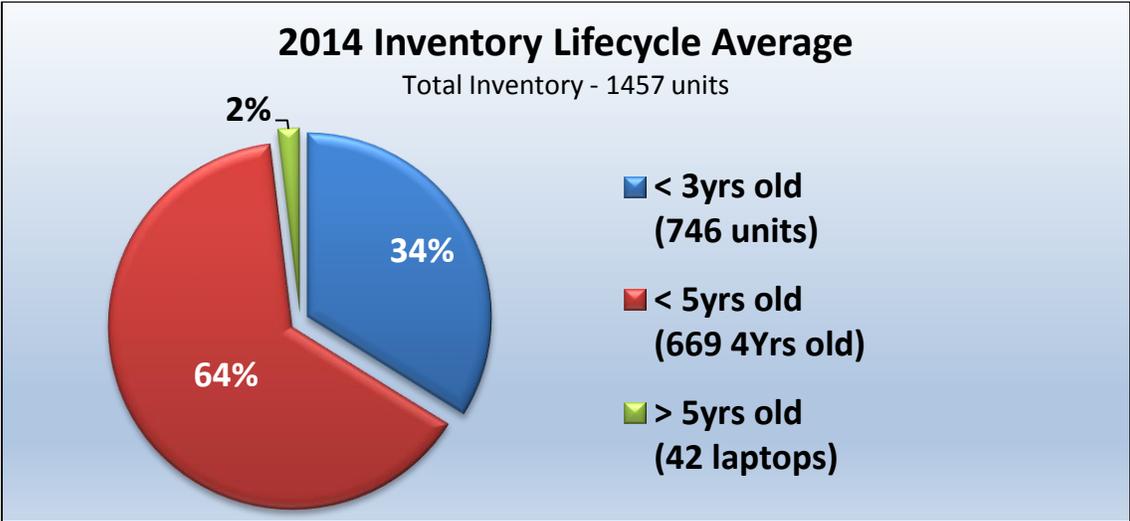
Director of Information Services

Inventory Assessment:

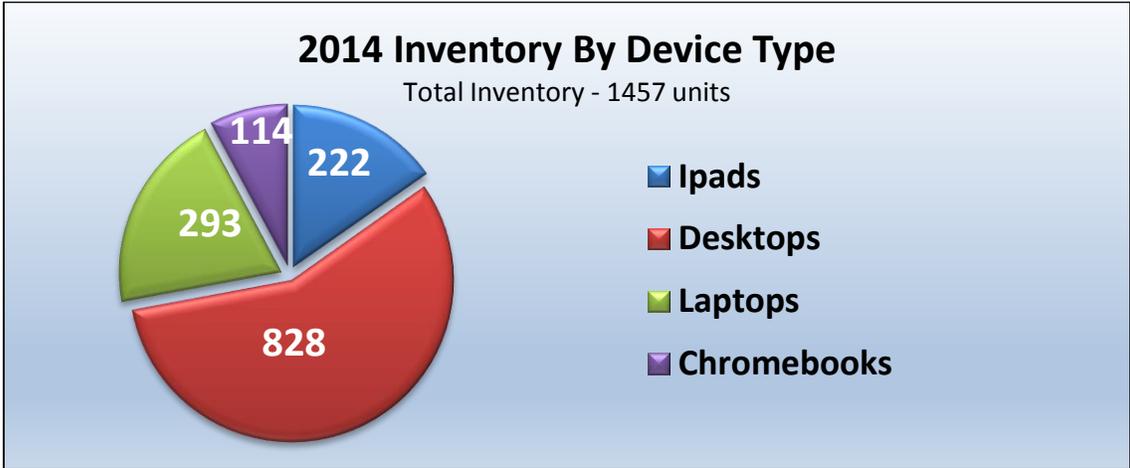
In 2009 - 83% of Inventory over 5 years old



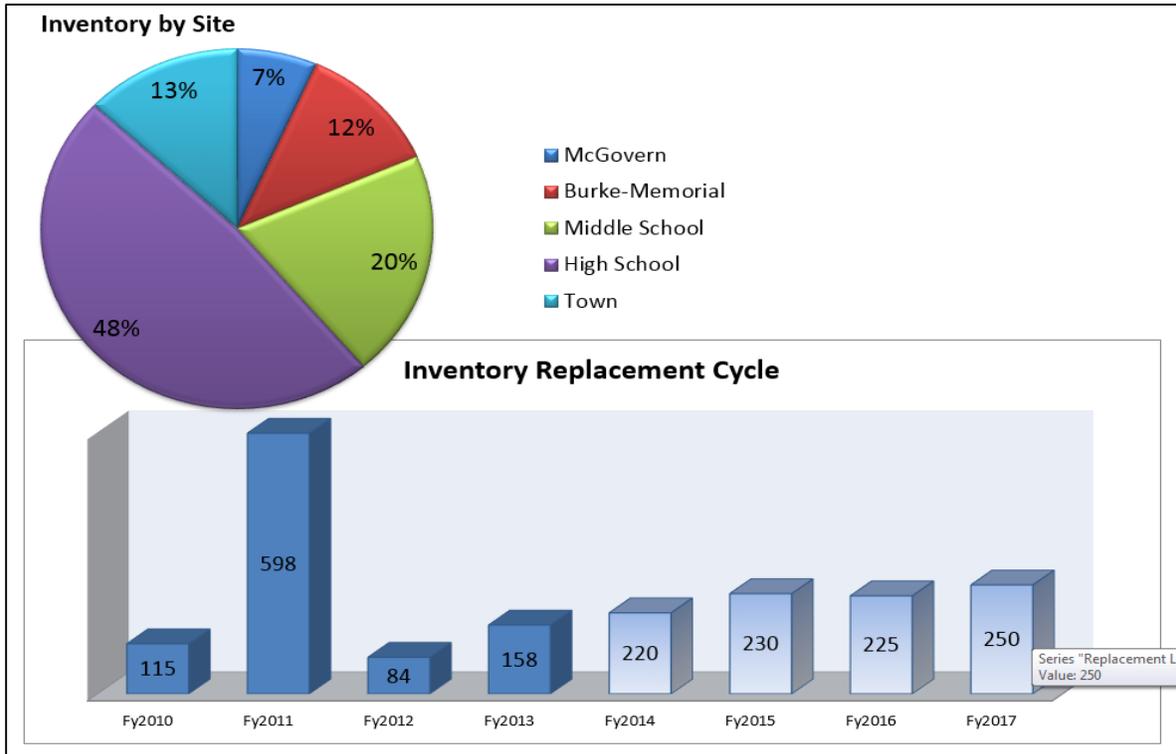
In 2014 - 98% of Inventory under 5 Years old



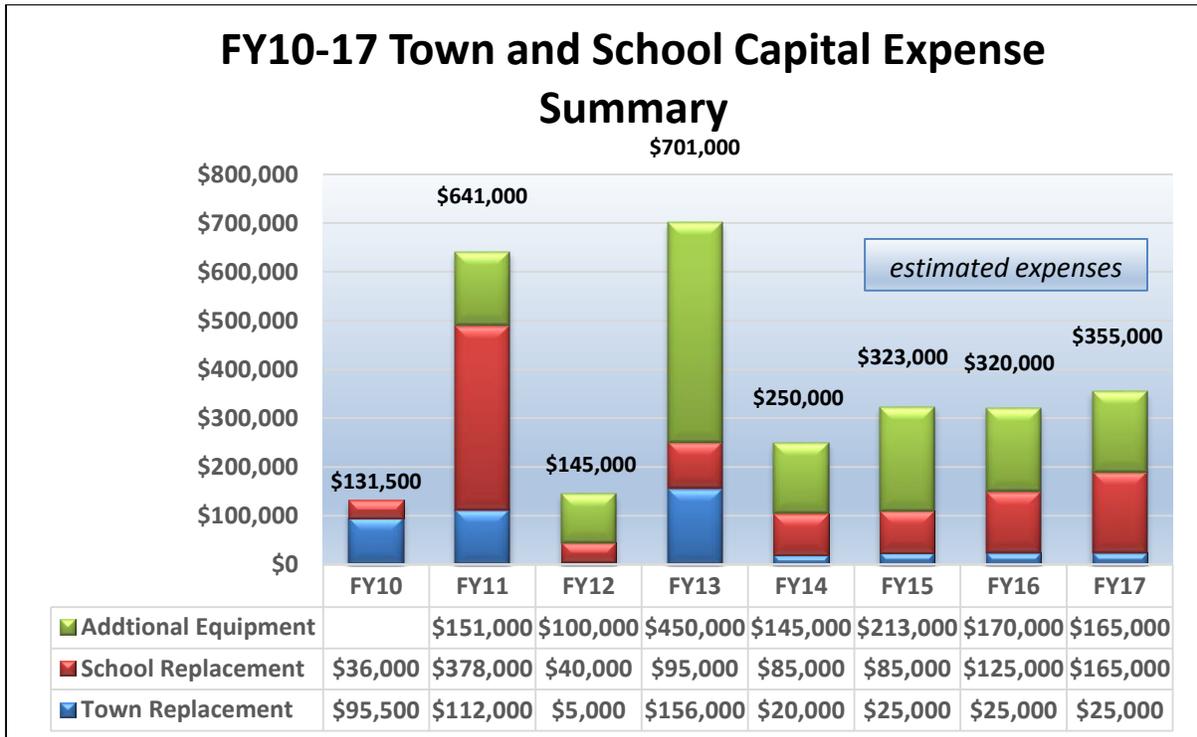
Inventory Distribution by Type



2014 Inventory Distribution by Site and Replacement Cycle Estimates



2014 Summary and Estimated Expenses



TOWN OF MEDWAY

WARRANT FOR MAY 13, 2013

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, 88 Summer Street**, on **Monday, May 13, 2013** at 7:00 PM, then and there to act on the following articles:

Moderator, Mark Cerel, called the meeting to order at 7:00 PM a quorum being present.

(Appropriation: Snow and Ice Deficit)

To see if the Town will vote to appropriate the sum of \$100,000 from Fiscal Year 2012 Certified Free Cash for the purpose of funding the Snow & Ice Fiscal Year 2013 appropriation deficit; or act in any manner relating thereto.

DEPARTMENT OF PUBLIC SERVICES

VOTED: to appropriate the sum of \$100,000 from Fiscal Year 2012 Certified Free Cash for the purpose of funding the Snow & Ice Fiscal Year 2013 appropriation deficit.

VV

UNANIMOUS

(Appropriation: OPEB Trust Account)

To see if the Town will transfer the sum of the unexpended balance from the Norfolk County Retirement expense account to the Other Post-Employment Benefits (OPEB) trust account in the amount of \$25,461, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: To transfer the sum of the unexpended balance from the Norfolk County Retirement expense account to the Other Post-Employment Benefits (OPEB) trust account in the amount of \$25,461.00

VV

UNANIMOUS

(Budget Transfer to Assessor Revaluation Article)

To see if the Town will vote to transfer the sum of \$2,150 from the Fiscal Year 2013 Board of Assessors' Salary Account budget surplus to the Assessors' Revaluation Article, or to act in any manner relating thereto.

ASSESSORS' DEPARTMENT

VOTED: to transfer the sum of \$2,150 from the Fiscal Year 2013 Board of Assessors' Salary Account budget surplus to the Assessors' Revaluation Article.

VV

UNANIMOUS

(Prior Year Bills)

To see if the Town will vote to transfer from the Police Department Expenses Account the sum of \$62.88 for the purpose of paying unpaid bills of prior years of the Town, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: to transfer from the Police Department Expenses Account the sum of \$62.88 for the purpose of paying unpaid bills of prior years of the Town

VV

UNANIMOUS

(Salary Reserve Appropriation: Police Contract)

To see if the Town will vote to appropriate the sum of \$33,415 from the Fiscal Year 2013 Salary Reserve for the purpose of funding the cost items associated with the Fiscal Year 2013 collective bargaining agreement between the Town of Medway and the Medway Police Association, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: to appropriate the sum of \$33,415.00 from the Fiscal Year 2013 Salary Reserve for the purpose of funding the cost items associated with the Fiscal Year 2013 collective bargaining agreement between the Town of Medway and the Medway Police Association.

VV

UNANIMOUS

(Free Cash Appropriation: Police Contract)

To see if the Town will vote to appropriate the sum of \$36,600 from Fiscal Year 2012 Certified Free Cash for the purpose of funding the cost items associated with the Fiscal Year 2013 collective bargaining agreement between the Town of Medway and the Medway Police Association, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: to appropriate the sum of \$36,600.00 from Fiscal Year 2012 Certified Free Cash for the purpose of funding the cost items associated with the Fiscal Year 2013 collective bargaining agreement between the Town of Medway and the Medway Police Association.

VV

UNANIMOUS

(Transfer: Solid Waste Enterprise)

To see if the Town will vote to transfer the sum of \$35,000 from Solid Waste Enterprise Account Retained Earnings to the Fiscal Year 2013 Solid Waste Enterprise Expense account for the purpose of funding additional solid waste enterprise expenses, or to act in any manner relating thereto.

DEPT. OF PUBLIC SERVICES

VOTED: to transfer the sum of \$35,000 from Solid Waste Enterprise Account Retained Earnings to the Fiscal Year 2013 Solid Waste Enterprise Expense account for the purpose of funding additional solid waste enterprise expenses.

VV

UNANIMOUS

ARTICLE 8: (Transfer research Casino impact)

To see if the Town will vote to transfer the sum of \$40,000.00 from Fiscal Year 2013 unexpended legal balance to support the research, evaluation and investigation of potential casino impact on Medway, or to act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: to transfer the sum of \$40,000.00 from Fiscal Year 2013 unexpended legal balance to support the research, evaluation and investigation of potential casino impact on Medway.

VV

2/3 MAJORITY

The meeting adjourned at 7:25 PM

TOWN OF MEDWAY

WARRANT FOR MAY 13, 2013

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 13, 2013** at 7:30 PM, then and there to act on the following articles:

The meeting was called to order at 7:30 PM

At the opening of the meeting Moderator Mark Cerel acknowledged and thanked the Chairman of the Board of Selectmen, Andy Espinosa for his service to the Town of Medway.

(ESCO Stabilization Reserve Transfer: FY14 Operating Budget)
To see if the Town will vote to transfer the sum of \$53,046 from the ESCO Stabilization Fund to the Fiscal Year 2014 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 the sum of \$53,046 from the ESCO Stabilization Fund to the Fiscal Year 2014 Debt Service expense account for the purpose of funding ESCO related debt service,.

VV

2/3 MAJORITY

(Transfer from Operational Stabilization Fund)
To see if the Town will vote to transfer the sum of \$40,366 from the Operational Stabilization Reserve Fund to fund the Fire Department training program, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: to transfer the sum of \$40,366 from the Operational Stabilization Reserve Fund to fund the Fire Department training program.

VV

2/3 MAJORITY.

(Appropriation: FY14 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, 2014, or to act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: To raise and appropriate for the Fiscal Year ending June 30, 2014, the amount of \$44,000,738.00 for the specific departments and purposes designated in the Finance Committee report, and further, that the Town set the Town Clerk's salary at \$65,184.00 with \$1,000.00 for maintaining the annual town clerk certification as provided for in General Laws Chapter 41, section 19K.

Omnibus budget attached

VV

UNANIMOUS

(Appropriation: FY14 Water Enterprise Fund)
To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$1,862,744 for the maintenance of the Water Department Enterprise fund as follows, or to act in any manner relating thereto:

Direct Costs

	Amount
Salaries	\$553,162
Expenses	\$524,050
Short Term Debt – Interest	\$ 10,000
Long Term Debt – Principal	\$566,250
Long Term Debt – Interest	\$209,282
Direct Costs Total	\$1,862,744

Indirect Costs

And further to raise and appropriate or transfer from available funds the sum of \$193,200 for indirect costs consisting of health insurance, workers' compensation, Medicare, liability insurance, administrative and operational services.

Indirect Costs Total	\$193,200
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Total	\$2,055,944
--------------	--------------------

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

Fees for Service [User Fees]	\$2,055,944
	\$2,055,944

VV

**WATER SEWER COMMISSION
UNANIMOUS**

(Appropriation: FY14 Sewer Enterprise Fund)
 To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$907,611 for the maintenance of the Sewer Department Enterprise fund as follows, or to act in any manner relating thereto:

Direct Costs

	Amount
Salaries	\$173,906
Expenses	\$525,540
Short Term Debt - Interest	\$ 10,000
Long Term Debt – Principal	\$156,350
Long Term Debt – Interest	\$ 41,815
Direct Costs Total	\$907,611

Indirect Costs

And further to raise and appropriate or transfer from available funds the sum of \$71,892 for indirect costs consisting of health insurance, workers’ compensation, Medicare, liability insurance, administrative and operational services.

Indirect Costs Total	\$71,892
-----------------------------	----------

Total	\$979,503
--------------	------------------

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

Fees for Service [User Fees]	\$979,503
Total	\$979,503

WATER SEWER COMMISSION

VV

UNANIMOUS

(Appropriation: FY14 Solid Waste Enterprise Fund)
To see if the Town will vote to raise and appropriate or transfer from available funds a sum of \$1,335,761 to operate the Solid Waste/Recycling Department Enterprise Fund as follows, or to act in any manner relating thereto.

Direct Costs

	Amount
Salaries	\$ 289,211
Expenses	\$1,046,550
Direct Costs Total	\$1,335,761

Indirect Costs

And further to raise and appropriate or transfer from available funds the sum of \$96,544 for indirect costs consisting of health insurance, workers' compensation, Medicare, liability insurance, administrative and operational services.

Indirect Costs Total	\$96,544
-----------------------------	----------

Total	\$1,432,305
--------------	--------------------

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

Trash Recycling Fees/Bag Revenues	\$1,432,305
Total	\$1,432,305

PUBLIC SERVICES DEPT.

VV

UNANIMOUS

(Appropriation: FY14 Ambulance Enterprise Fund)

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$563,115 to operate the Ambulance Enterprise Fund as follows, or act in any manner relating thereto.

Direct Costs

	Amount
Salaries	\$371,915
Expenses	\$155,500
Long Term Debt – Interest	\$ 5,700
Long Term Debt – Principal	\$ 30,000
Direct Costs Total	\$563,115

Indirect Costs

And further to raise and appropriate or transfer from available funds the sum of \$101,905 for indirect costs consisting of health insurance, workers’ compensation, Medicare, liability insurance, administrative and operational services.

Indirect Costs Total	\$101,905
-----------------------------	-----------

Total	\$665,020
--------------	------------------

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

General Fund Appropriation	\$169,654
Ambulance Retained Earnings	\$ 40,366
Insurance and Fees for Service	455,000
Total	\$665,020

FIRE DEPARTMENT

VV

UNANIMOUS

(Free Cash Appropriation: Capital Items)

To see if the Town will vote to appropriate the sum of \$1,500,639 for Fiscal Year 2014 from Certified Free Cash for the purpose of funding the following capital items, including associated engineering, personnel, maintenance and legal service costs, or act in any manner relating thereto:

Project	Department	Cost
VARIOUS ROAD/BRIDGE/SIDEWALK IMPROVEMENTS	Roads	\$700,000
REPLACE BALLISTIC VEST w/ TRAUMA PLATES	POLICE	\$22,475
REPAIR LIBRARY FRONT WALKWAY	LIBRARY	\$6,000
EMERGENCY GENERATOR REPLACEMENT – MCGOVERN	SCHOOLS	\$33,332
SENIOR CENTER SIDEWALK & KITCHEN IMPROVE	AGING COUNCIL	\$23,000
RE-ROOF BUILDINGS AT WATER STREET	DPS	\$18,500
TECHNOLOGY EQUIPMENT	IT	\$250,000
FIREFIGHTING EQUIPMENT	FIRE	\$68,281
INSTALL EMERGENCY OPS CENTER	POLICE	\$49,051
REPLACE TRUCK (P-3)	DPS	\$40,000
REPLACE EXTERIOR DOORS	SCHOOLS	\$20,000
REPLACE PAVED ENTRANCE - MCGOVERN	SCHOOLS	\$40,000

SECURITY SYSTEM UPGRADE	SCHOOLS	\$40,500
VAN	SCHOOLS	\$20,000
CASSIDY FIELD SEWER DESIGN	DPS	\$15,000
PURCHASE WING MOWER	DPS	\$71,000
PURCHASE FUEL EFFICIENT VEHICLES (2)	TOWN	\$50,000
PURCHASE FUEL EFFICIENT VEHICLE	SCHOOLS	\$25,000
REBUILD KELLEY STREET SOFTBALL DIAMOND	DPS	\$8,500
Free Cash Total		\$1,500,639

**CAPITAL IMPROVEMENT
PLANNING COMMITTEE**

VOTED: To transfer the sum of \$1,500,639.00 from Certified Fiscal Year 2012 Free Cash for the purposes stated in the warrant; the appropriation under this article is to be expended by June 30, 2014, with unexpended funds as of June 30, 2014, with unexpended funds as of June 30, 2014 being returned to the general fund.

VV

UNANIMOUS

(Borrowing: Capital Item – Fire Dept.)

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds the sum of \$270,000 for the purpose of funding the following capital item, including associated engineering, personnel, maintenance and legal service costs, or act in any manner relating thereto:

Project	Department	Cost
TANK TRUCK (TENDER)	FIRE	\$270,000
		\$270,000

BOARD OF SELECTMEN

VOTED: To appropriate the sum of \$270,000.00 for the purpose of funding all expenses related to the purchase of a tank truck (tender) for the Fire Dept, and to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$270,000.00 under General Laws Chapter 44, Section 7(9) or any other enabling authority, and further the Board of Selectmen is authorized to take any other action necessary to carry out these projects.

VV

2/3 MAJORITY

(Capital Item – Water Enterprise Retained Earnings)

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds the sum of \$100,000 for the purpose of funding the following capital item, including associated engineering, personnel, maintenance and legal service costs, or act in any manner relating thereto:

Project	Department	Cost
INSTALL LOVERING TANK MIXER EQUIPMENT	DPS	\$100,000
		\$100,000

BOARD OF SELECTMEN

VOTED: To appropriate the sum of \$100,000.00 for the purpose of funding all expenses related to the purchase and installation of mixer equipment at the Lovering Tank and to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$100,000.00 under General Laws Chapter 44, Section 8 (7C) or any other enabling authority, and further the Board of Selectmen is authorized to take any other action necessary to carry out these projects.

VV

2/3 MAJORITY

(Borrowing: Capital Projects - Water Enterprise)

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds the sum of \$3,690,000 for Fiscal Year 2014 from for the purpose of funding the following item, including associated engineering, personnel, maintenance, and legal services costs, or act in any manner relating thereto.

HIGHLAND ST WATER MAIN	WATER	\$680,000
VILLAGE ST WATER MAIN	WATER	\$1,150,000
WINTHROP ST WATER MAIN	WATER	\$1,200,000
ADAMS ST WATER MAIN	WATER	\$660,000
		\$3,690,000

PUBLIC SERVICES DEPT.

VOTED: To appropriate the sum of \$3,690,000.00 for the purpose of funding all expenses related to water main projects as set forth in the warrant, and to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$3,690,000.00 under General Laws Chapter 44, Section 8 (5) or any other enabling authority, and further the Board of Selectmen is authorized to take any other action necessary to carry out these projects.

VV

2/3 MAJORITY

(Capital Item: Sewer Enterprise Retained Earnings)

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds the sum of \$75,000 for Fiscal Year 2014 from the Sewer Enterprise Fund for the purpose of funding the following items, including associated engineering, personnel, maintenance, and legal services costs, or act in any manner relating thereto.

SEWER COLLECTION SYSTEM IMPROVEMENTS	SEWER	\$75,000
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PUBLIC SERVICES DEPT.

VOTED: To appropriate the sum of \$75,000.00 for the purpose of funding all expenses related to the purchase and installation of sewer collection system improvements and to meet this appropriation, the treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$75,000.00 under General Laws Chapter 44, Section 7 (1) or any other enabling authority, and further the Board of Selectmen is authorized to take any other action necessary to carry out these projects.

VV

2/3 MAJORITY

(Special Appropriation: Library)

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds the sum of \$6,500 for one-time special programs at the Medway Public Library, or act in any manner relating thereto.

LIBRARY

VOTED: To raise and appropriate the sum of \$6,500.00 for one time special programs at the Medway Public Library the appropriation under this article is to be expended by June 30, 2014, with unexpended funds as of June 30, 2014 being returned to the General Fund.

VV

UNANIMOUS

(Appropriation: Field Maintenance)

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds \$25,000 to fund field maintenance on one field to provide “A” quality field, or to act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: To raise and appropriate the sum of \$25,000.00 to fund field maintenance on one field to prove “A” quality field the appropriation under this article is to be expended by June 30, 2014 with unexpended funds as of June 30, 2014 being returned to the general fund.

VV

UNANIMOUS

(Appropriation: Medway 300)

To see if the Town will vote to raise and appropriate, borrow pursuant to any applicable statute, or transfer from available funds the amount of \$15,000.00, under Massachusetts General Laws Chapter 44, Section 53I, for the purpose of appropriating funds for the celebration of Medway’s 300th anniversary of its incorporation, herein called “Medway 300”, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: To raise and appropriate the sum of \$15,000.00 under Massachusetts General Laws Chapter 44, Section 53I, for the purpose of appropriating funds for the celebration of Medway’s 300th anniversary of its incorporation, herein called “Medway 300”.

VV

UNANIMOUS

(Appropriation for Heating/HVAC: Unexpended Balances of Monetary Articles)

To see if the Town will vote to appropriate \$53,344.45, the unexpended balances of appropriations authorized by vote of the Town under Article #25 of the Warrant at the May 3, 2004 Annual Town Meeting, Articles #1 and #6 of the June 6, 2005 Annual Town Meeting, Article #9 of the June 2, 2008 Annual Town Meeting, Article #23 of the June 15, 2009 Annual Town Meeting, and Article #7 of the

June 14, 2010 Special Town Meeting for the purpose of funding heating and HVAC improvements at Town Hall, or to take any other action relative thereto.

BOARD OF SELECTMEN

VV

UNANIMOUS

(Appropriation for Fire Station Dormitory and Shed Addition: Unexpended Balances of Monetary Articles)

To see if the Town will vote to appropriate \$30,222.33, the unexpended balances of appropriations authorized by vote of the Town under Article 3 of the Warrant at the June 15, 2009 Annual Town Meeting and Article 7 of the November 14, 2011 Fall Town Meeting for the purpose of funding the construction of a dormitory room and a storage shed addition for Station 1, or to take any other action relative thereto.

FIRE DEPARTMENT

VV

UNANIMOUS

(Revolving Accounts: Annual Authorization)

To see if the Town will vote to re-authorize the following revolving funds pursuant to Chapter 44, section 53E½ of the Massachusetts General Laws for Fiscal Year 2014 as follows:

FUND	REVENUE SOURCE	AUTHORITY TO SPEND	USE OF FUND	SPENDING LIMIT
Parks and Recreation	Permit Fees	Board of Parks Commissioners	Self supporting recreation and parks services	\$100,000
Council on Aging	Donations/fees paid by riders and GATRA reimbursement	Council on Aging	Pay for dial-a-ride van service for seniors and disabled; shuttle service to Norfolk commuter rail station, and other necessary transportation services	\$96,000

Library Printer/Copier/Fax	Public printer use and copier and fax machine revenues	Board of Library Trustees	Printer, copier and fax machine expenses.	\$1,000
Library Meeting Room	Meeting room use fees	Board of Library Trustees	Meeting room maintenance, repairs and upgrades	\$1,000

BOARD OF SELECTMEN

(For the Various Departments Indicated)

VV

UNANIMOUS

(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 2014 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 transfer to the general fund for the payment of debt service, the undertaking of community preservation projects and all other necessary and proper expenses for the Fiscal Year 2014, or act in any manner relating thereto.

Appropriation

	Amount
Salaries	\$5,000.00
Expenses	15,000.00
Historical Commission	5,000.00
Community Housing	30,000.00
Long Term Debt – Interest	\$61,500.00
Long Term Debt – Principal	\$137,500.00
Direct Costs Total	\$254,000.00

Reserves

	<u>10% of Estimated Fund</u> <u>Revenues</u>
Open Space	\$75,361.00
Community Housing	\$45,361.00
Historical Preservation	\$70,361.00

COMMUNITY PRESERVATION COMMITTEE

VV

UNANIMOUS

(Net-Metering Agreement)

To see if the Town will vote to authorize the Board of Selectmen to enter into a solar net metering credit sales agreement for a term not to exceed twenty years upon such terms and conditions determined by the Board of Selectmen to be in the best interests of the Town, or act in any manner relating thereto.

BOARD OF SELECTMEN

VV

UNANIMOUS

(Accept Mass. General Law: C. 59, s. 5. Sub-section 54 – Personal Property)

To see if the Town will vote to accept Massachusetts General Laws Chapter 59 s.5, sub-section 54, which provides that personal property valued at \$2,500 or less, shall be exempt from taxation, or to act in any manner relating thereto.

BOARD OF ASSESSORS AND TAX COLLECTOR

VV

UNANIMOUS

(Create Redevelopment Authority)

To see if the Town will vote to determine there is a need for a redevelopment authority in the Town of Medway for the purpose of engaging in urban renewal projects or other work under General Laws chapter 121B and that it is in the public interest that a redevelopment authority be organized in the Town of

Medway, and to vote to organize a redevelopment authority consisting of five members, four to be elected and one to be appointed by the department of housing and community development in accordance with General Laws chapter 121B section 5, or to act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: To determine there is a need for a redevelopment authority in the Town of Medway for the purposes of engaging in urban renewal projects or other work under General Laws chapter 121B and that it is in the public interest that a redevelopment authority be organized in the Town of Medway, and to vote to organize a redevelopment authority consisting of five members in accordance with Massachusetts General Laws Chapter 121B Section 5, four members to be initially appointed by the board of Selectmen only until the qualification of their successors, who shall be elected at the next annual town election, and one member to be appointed by the Department of Housing.

VV

MAJORITY

(Sewer Easement)

To see if the Town will vote to authorize the Board of Selectmen to grant a permanent sewer easement over a portion of the Town Senior Center property at 76 Oakland Street, to the owner of abutting land known as 70 Oakland Street, as shown on a plan entitled Proposed Sewer Connection, and on file with the Town Clerk, so that the property at 70 Oakland Street, Map and Parcel ID 42-056, may be connected to the Town sewer system, and 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 do all acts necessary to carry out the purposes of this article, or take any other action related thereto.

BOARD OF SELECTMEN

VOTED: to authorize the Board of Selectmen to grant a permanent sewer easement over a portion of the Town Senior Center property at 76 Oakland Street, to the owner of abutting land known as 70 Oakland Street, as shown on a plan entitled Proposed Sewer Connection, and on file with the Town Clerk, so that the property at 70 Oakland Street, Map and Parcel ID 42-056, may be connected to the Town sewer system, with all associated costs to be borne by the petitioner and 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 all acts necessary to carry out the purposes of this article.

VV

2/3 MAJORITY

(Amend Dog Bylaw)

To see if the Town will vote to amend the general bylaws Article 12, Section 12.16 as follows (new wording is underlined and wording that is being deleted is stricken through):

Section 12.16

(a) The annual fee for dog licenses, except as otherwise provided by law, shall be \$11.00 for spayed and neutered dogs and \$16.00 for all other dogs to be retained by the Town of Medway for the purpose of administering and enforcing the Dog Control Law, in addition to such sums of money as may be established by State Law. Medway residents 70 years of age and older will be issued a license at no cost for spayed and neutered dogs, but shall be required to pay the fee for unaltered dogs, and shall be subject to the late penalty under Section 12.16(e)(3)(4).

(b) No licensing fee or part thereof shall be refunded because of the subsequent death, loss, spying or removal from the Commonwealth, or other disposal of the dog.

(c) No person shall own or keep in the town any dog which by biting, excessive barking, howling, or in any manner disturb the quiet of the public.

(d) The Animal Control Officer or Police Chief may restrain or muzzle, or issue an interim order to restrain or muzzle, for a period of not to exceed fourteen (14) days, any dog for any of the following reasons:

- (1) For having bitten or threatened any person.
- (2) If found at large or un-muzzled as the case may be, while the order for the restraint of such dog is in effect.
- (3) If found in school, schoolyard, or other recreational area.
- (4) For having killed or maimed or otherwise damaged any domesticated animal.
- (5) For chasing any vehicle (including bicycles) upon any public way or way open to public travel in town.

(6) For any violation of Section 12.16(c).

(e) Any owner or keeper of a dog who shall fail to comply with any of the provisions of the laws and By-Laws governing dogs shall be fined as follows:

(1) Failure to license dogs \$50.00

(2) Dog found in schoolyard or any recreational area \$15.00

(3) Complaints such as, but not limited to, biting, barking, littering or defecating on sidewalks or private property or any violation of Section 12.16(c) or (d):

First Offense:

\$15.00

Second Offense:

\$25.00

Third and each subsequent offense:

\$50.00

(4) The license period for dog licenses shall begin January 1 of each year until December 31 of the following year. Dog owners purchasing licenses after March 31st annually shall be assessed a late penalty of \$50.00 for each license issued in addition to the established fee for such license.

(f) All fees, penalties and fines shall be retained by the Town of Medway.

(g) Restraint of dogs.

(1) Any person owning or harboring a dog shall not suffer or allow it to run at large in any of the streets or public ways, or places in the Town of Medway, or upon the premises of anyone other than the owner or keeper, unless the owner or occupant of such premises grants permission.

(2) No person shall permit a dog owned or kept by him or her beyond the confines of the property of the owner or keeper unless the dog is restrained by the owner or keeper thereof on a leash, which shall not exceed ten feet.

(h) Definitions

(1) At large means a dog which is unaccompanied by a person able to properly control its actions or unrestrained by a leash or chain.

(2) The word "muzzle" shall mean a device constructed of strong, soft material or a metal muzzle, such as that used commercially with greyhounds. The muzzle must be made in a manner which will not cause injury to the dog or interfere with its vision or respiration, but must prevent it from biting any person or animal.

or take any other action relative thereto.

BOARD OF SELECTMEN

VV

MAJORITY

(Street Acceptance, Land Donation and Infrastructure Acceptance – The Meadows Subdivision)
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:

Goldenrod Drive in its entirety from Station 0+00 to its end at Station 13+45.41 as a public way as shown on *Acceptance Plan – Goldenrod Drive, Medway, MA* dated 9-5-07, prepared by GLM Engineering Consultants of Holliston, MA, as laid out by a vote of the Board of Selectmen. NOTE – Goldenrod Drive is located in *The Meadows* subdivision. The Meadows Definitive Subdivision Plan was endorsed by the Planning Board on 4-28-98 and recorded at the Norfolk County Registry of Deeds in Plan Book 456 as Plan #329 of 1998.

Cardinal Circle in its entirety from Station 0+00 to its end at Station 8+18.58 as a public way, as shown on *Acceptance Plan – Cardinal Circle, Medway, MA*, dated 9-5-07, prepared by GLM Engineering Consultants of Holliston, MA, as laid out by a vote of the Board of Selectmen. NOTE – Cardinal Circle

is located in *The Meadows* subdivision. The Meadows Definitive Subdivision Plan was endorsed by the Planning Board on 4-28-98 and recorded at the Norfolk County Registry of Deeds in Plan Book 456 as Plan #329 of 1998.

And further to see if the Town will vote to accept as a gift from Cedar Trail Trust of Medfield, MA, one parcel of land totaling 3.68 acres identified as Parcel A on The Meadows Definitive Subdivision Plan dated 9-15-1997, prepared by GLM engineering of Holliston, MA, endorsed by the Planning Board on 4-28-1998, recorded at the Norfolk County Registry of Deeds on 5-19-1998 in Plan Book 456 as Plan #329 of 1998, also shown on Medway Assessors Map and Parcel 22-026, known as 132 R Holliston Street, said land to be used by the Town for open space/conservation purposes.

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

2/3 MAJORITY

(Street Acceptance/Infrastructure Acceptance – Claybrook II Subdivision)

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:

Wildebroke Road in its entirety from Station 0+00 to its end at Station 7+46.66 as a public way as shown on *Claybrook II – Wildebroke Road and First Colony Drive Street Acceptance Plan ST-1 and ST-1B*, dated 4-8-2013, prepared by Tetra Tech of Framingham, MA, as laid out by a vote of the Board of Selectmen. NOTE – Wildebroke Road is located in the Claybrook II subdivision. The Claybrook II Definitive Subdivision Plan, prepared by Engineering, Surveying and Planning Associates of Medway, MA was endorsed by the Planning Board on 6-11-1996 and recorded at the Norfolk County Registry of Deeds on 10-31-1996 in Plan Book 443 as Plan #725 of 1996.

First Colony Drive in its entirety from Station 0+00 to its end at Station 2+99.01 as a public way as shown on *Claybrook II – Wildebrook Road and First Colony Drive Street Acceptance Plan ST-1 and ST-1B*, dated 4-8-2013, prepared by Tetra Tech of Framingham, MA, as laid out by a vote of the Board of Selectmen. NOTE – First Colony Drive is located in the Claybrook II subdivision. The Claybrook II Definitive Subdivision Plan, prepared by Engineering, Surveying and Planning Associates of Medway, MA was endorsed by the Planning Board on 6-11-1996 and recorded at the Norfolk County Registry of Deeds on 10-31-1996 in Plan Book 443 as Plan #725 of 1996.

Northern Portion of Summit Road from Station 0+00 (starting approximately 200 feet south of Old Surrey Lane) to its end at Station 8+30.52 as a public way as shown on *Claybrook II Summit Road and Old Surrey Lane Street Acceptance Plan ST-2*, dated 4-8-2013, prepared by Tetra Tech of Framingham, MA, as laid out by a vote of the Board of Selectmen. NOTE – This portion of Summit Road is located in the Claybrook II subdivision. The Claybrook II Definitive Subdivision Plan, prepared by Engineering, Surveying and Planning Associates of Medway, MA was endorsed by the Planning Board on 6-11-1996 and recorded at the Norfolk County Registry of Deeds on 10-31-1997 in Plan Book 443 as Plan #725 of 1996.

Easterly Portion of Olde Surrey Lane from Station 0+00 to Station 1+76.17 as a public way as shown on *Claybrook II Summit Road and Old Surrey Lane Street Acceptance Plan ST-2*, dated 4-8-2013, prepared by Tetra Tech of Framingham, MA, as laid out by a vote of the Board of Selectmen. NOTE – This portion of Old Surrey Lane is located in the Claybrook II subdivision. The Claybrook II Definitive Subdivision Plan, prepared by Engineering, Surveying and Planning Associates of Medway, MA was endorsed by the Planning Board on 6-11-96 and recorded at the Norfolk County Registry of Deeds on 10-31-1996 in Plan Book 445 as Plan #725 of 1996.

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 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

2/3 MAJORITY

(Zoning Map Revision: ARII to Commercial V)
To see if the Town of Medway will vote to rezone the following parcels from Agricultural Residential II district zoning to Commercial V district zoning as shown on a map on file with the Town Clerk and to amend the Medway Zoning Map accordingly.

Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
32 Summer Street	56-041	1.38 acres	Berry's Greenhouse
37 Summer Street	56-017	0.09 acres	Alexander
35 Summer Street	56-018	0.67 acres	Alexander
33 Summer Street	56-019	0.42 acres	Notturmo
31 Summer Street	56-020	0.34 acres	PMAM Group, LLC

Or act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

FAILS

(Zoning Map Revision: Commercial IV)

To see if the Town of Medway will vote to revise the zoning district boundary lines for the Commercial IV zoning district by rezoning that portion of the following parcels which is presently zoned Agricultural/Residential II so that the entire parcel is zoned Commercial IV as shown on a map on file with the Town Clerk and to amend the Zoning Map accordingly,

Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
315 Village	58-106	1.59 acres	Town of Medway (Police Station)
323 Village	58-119	.58 acres	Sosken Realty LLC
325 Village	58-118	.71 acres	Theresa and Timothy Kelley
329 Village	58-117	.54 acres	Catherine Rigney
330 Village	58-139	.35 acres	David and Jennifer Bennett
7 High	58-136	8276 sq. ft.	Frederick & Alice Tingley
10 High	58-156	.52 acres	Alison Bro

and by rezoning that portion of the following parcels which is presently zoned Commercial IV so that the entire parcel is zoned Agricultural/ Residential II as shown on a map on file with the Town Clerk and to amend the Zoning Map accordingly.

19 Guernsey	58-189	.53 acres	Paul & Charlene Coffey
17 Guernsey	58-190	1 acre	Kenneth & Barbara Sullivan
9 High	58-135	.52 acres	Joanne M. Cassidy Living Trust

Or act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

2/3 MAJORITY

(Amend Zoning Bylaw: Parking Regulations – SECTION V. Use Regulations, Sub-Sections B & H)
 To see if the Town of Medway will vote to amend the Medway Zoning Bylaw by deleting the existing parking regulations presently included in each individual zoning district in SECTION V. USE REGULATIONS as follows:

- V. G. Commercial District I – Paragraph 2. g) Off-Street Parking
- V. I. Commercial District III – Paragraph 4. g) Off-Street Parking
- V. J. Commercial District IV – Paragraph 4. g) Off-Street Parking
- V. K. Commercial District V – Paragraph 2. h) Off-Street Parking
- V. M. Industrial District I – Paragraph 2. g) Off-Street Parking and re-labeling the remaining items h) and i) to g) and h)
- V. N. Industrial District II – Paragraph 2. g) Off-Street Parking and re-labeling the remaining item h) to g)
- V. O. Industrial District III – Paragraph 2. g) Off-Street Parking and re-labeling the remaining item h) to g).
- V. Y. Business Industrial District – Paragraph 2. g) Off-Street Parking

and by deleting Paragraph 6. Parking Requirements in Sub-Section B. AREA STANDARDS of SECTION V. USE REGULATIONS

and by adding a new Sub-Section H. PARKING REGULATIONS to SECTION V. USE REGULATIONS as follows:

SUB-SECTION H – PARKING REGULATIONS

1. **Purpose** - The purpose of this Sub-Section is to establish standards ensuring the availability of safe and convenient parking areas for a variety of motor vehicles. The goal is to provide sufficient parking to meet the needs of businesses and to encourage economic development while respecting the environment and community character. Any use of land involving the arrival, departure, long term or temporary parking of motor vehicles (not for vehicle sales), and all structures and uses requiring the vehicular delivery or shipment of goods as part of their function, shall be designed and operated to:

- a) Promote traffic safety by assuring adequate places for parking of motor vehicles and for their orderly access and egress to and from the public way;
- b) Reduce the amounts of impervious surfaces required for parking from being created;
- c) Promote safety and reduce hazards for pedestrians, bicyclists, motor vehicle occupants, property and business owners.
- d) Provide pedestrian access from the public way to the developed portion of the site and increase pedestrian connectivity within sites;
- e) Promote access and convenience, in compliance with regulations of the Americans with Disabilities Act (ADA) and Massachusetts Architectural Access Board (AAB), for people with disabilities;
- f) Increase mobility and safety for bicyclists and encourage bicycle use by providing bicycle parking;
- g) Protect adjoining lots and the general public from nuisances and hazards such as:
 - 1. noise, glare of headlights, dust and fumes resulting from the operation of motor vehicles entering, exiting and idling in parking lots;
 - 2. glare and heat from parking lots; and,
 - 3. lack of visual relief from expanses of paving.
- h) Reduce other negative impacts which excessive parking areas can cause.

- i) Minimize impacts on scenic roads, historic districts, natural resources and community character.

Permitting boards are provided flexibility to adjust parking standards because of business mix, pedestrian accessibility, employment density, parking management programs and other factors particular to an individual site/business.

- 2. **Requirement** – No Building Permit or Certificate of Use and Occupancy shall be issued unless the application complies with the parking requirements specified herein. The Planning and Economic Development Board or Zoning Board of Appeals, in granting a special permit or site plan review, may determine that special circumstances render a lesser provision of parking to be adequate pursuant to Paragraph 11 herein. In such cases, the respective Board may impose such conditions and limitations as it deems necessary.
- 3. **Applicability** – These parking regulations shall apply to all uses except for single family and two family residences and exempt uses as specified in SECTION V. USE REGULATIONS, Sub-Section P. Exempt Uses.
- 4. **Parking Requirements Schedule** – The Parking Requirements Schedule is located at the end of this Sub-Section H.
- 5. **General Parking Requirements** – Except as may be determined pursuant to Paragraphs 2 and 11 herein, the following parking requirements shall be met:
 - a) Off-street parking shall be provided to service all increases in parking demand that may result from new construction, additions or changes in use.
 - b) If a parcel includes two or more distinguishable uses/purposes, the minimum total number of required parking spaces shall be the sum of the number of parking spaces required for each individual use except as may be authorized pursuant to Paragraph 11 herein.
 - c) If a use change increases the parking requirements, such use shall not be permitted until the parking requirements set forth herein with respect to such proposed use are met.

- d) Any existing parking spaces that are removed due to new construction or site alterations shall be replaced on the site unless they are either in excess of the number required or removed at the request of the Town.

- e) Parking spaces which also serve as loading or unloading areas shall not be credited toward the minimum number of required parking spaces.

- f) Calculations - For the purpose of computing the parking requirements of various uses, the number of spaces required shall be the largest whole number obtained after calculating the required parking. Any fractional parking space of .5 and above shall be rounded up to the next whole number.

- g) Changes in use shall demonstrate the ability to meet parking standards.

- h) Required handicapped parking spaces shall count toward the minimum required number of parking spaces.

6. **Location of Parking Areas** - All required off-street parking facilities for uses located on a lot shall be located on:

- a) the same premises or
- b) on a separate parcel which:
 - 1) adjoins the lot on which the activity or the uses it services is located or is located within practical and safe walking distance from the subject use as determined by the permitting Board (ZBA or PEDB) or the Zoning Enforcement Officer when no Board is involved; and

 - 2) is located in a zoning district allowing the use/activity served by the parking area; and

 - 3) said parcel is held in common ownership with the principal lot or the owner of the principal lot has a legally enforceable right to utilize the lot not owned by the applicant as off-street parking and that right is evidenced by an appropriate legal instrument acceptable to the permitting Board or the Zoning Enforcement Officer.

7. **Parking Space Dimensions** – Off-Street Parking facilities shall be laid out as a rectangle in compliance with the following minimum provisions:

- a) *Standard Parking Space/Stall* – Nine feet wide by eighteen feet long, exclusive of maneuvering and driving lanes.
- b) *Small Vehicle Parking Space/Stall* – Eight feet wide by fifteen feet long exclusive of maneuvering and driving lanes.
- c) *Parallel/Curbside Parking Spaces/Stall* – Eight feet wide by twenty-two feet long
- d) *Motorcycle Parking Space/Stall* – Four feet wide by eight feet long.

8. **Allocation of Standard, Small and Motorcycle Spaces** - In order to reduce the amount of overall impervious surface of paved off-street parking areas containing more than forty parking spaces/stalls, up to a maximum of 40% of the required number of parking spaces/ stalls may be designated for small vehicles and an additional 3% of the required number of parking spaces/stalls may be designated for motorcycle use and still count toward the overall number of spaces required. Small vehicle and/or motorcycle parking spaces shall be grouped in one or more locations within a parking area and shall be designated by clearly visible signs.

9. **Parking Area Design**

- a) **Surface** - Parking areas shall have durable, all weather paved surfaces, and shall provide for the satisfactory management of surface water. Parking areas composed of pervious surfaces are encouraged in low traffic areas such as reserve parking, and may be used to meet all or any part of the required parking subject to environmental limitations. The *Site Plan Rules and Regulations* shall be referred to for specific standards for parking surfaces.
- b) No parking spaces that comprise the minimum number required may also be used for the storage of materials or equipment, the display of merchandise, or serve as a loading or unloading area.

- c) Parking shall be so designed that no vehicle will be required to back onto a public way in order to enter or exit from a parking space.
- d) Adequate off-street loading and unloading facilities and space shall be provided and arranged such that no delivery vehicles need back onto or off of a public way, travel against one-way traffic, obstruct drive-thru traffic or parking spaces or park on a public way while loading, unloading or waiting to do so.
- e) Parking facilities shall comply with the requirements of the Massachusetts Architectural Access Board and ADA where applicable.
- f) Further requirements and standards for access/egress, sight distance lines, loading and unloading, driveway and maneuvering aisle dimensions, landscaping, screening, buffers, lighting, sidewalks and pedestrian access shall be as specified in the Planning and Economic Development Board's *Site Plan Rules and Regulations*.
- g) Parking spaces shall be clearly delineated by white or yellow pavement markings at least four inches in width or the equivalent based on industry standards. Handicapped parking spaces shall be delineated per the standards of the Massachusetts Architectural Access Board.
- h) Driveways/egresses serving ten or more parking spaces shall have stopping and intersection sight distances based on the AASHTO standards - Geometric Design of Highways and Streets.
- i) Location of Parking – To the maximum extent feasible, parking for retail/ office/ commercial uses shall be located behind or beside buildings. Motor vehicle parking located between the building and street alignment is permitted only if no other reasonable alternative is available.
- j) The design of parking areas shall not degrade safety for pedestrians, bicyclists, motor vehicle occupants, property and business owners, Impacts on scenic roads, historic districts, natural resources and community character shall be minimized.

10. **Bicycles** – Bicycle racks that facilitate locking shall be provided to accommodate one bicycle per twenty off-street parking spaces required or fraction thereof. This number may be reduced by the

permitting Board or the Zoning Enforcement Officer based on individual site considerations. Bicycle racks shall be securely anchored and wherever possible, shall be located within view of building entrances or windows.

11. Flexible Parking Options/Parking Reductions

- a) A decrease in the number of off-street parking spaces to less than the amount required by these provisions may be granted by the permitting Board for any use as part of a special permit application or site plan review.
 - 1) The Planning and Economic Development Board is authorized to issue a special permit for reduced parking for uses that are allowed by right and which are subject to Site Plan Review or for uses authorized by special permit from the Planning and Economic Development Board.
 - 2) The Zoning Board of Appeals is authorized to issue a special permit for reduced parking for uses that are allowed by special permit from the Board of Appeals.
 - 3) Such reduction in the number of parking spaces shall not exceed 30%.

- b) The permitting Board may determine that a lesser number of parking spaces would be adequate for all parking needs because of special circumstances such as:
 - 1) Potential for Shared Parking – The uses have varying hours and days of operation whereby peak parking demands occur at different times of day, week or season and do not place coincident peak demands on the parking area. A reciprocal agreement acceptable to the applicable Board shall be executed by all parties in order to ensure the long-term joint use of shared parking.
 - 2) Demographic or other characteristics of site users.
 - 3) Existence of parking space demand reduction programs such as organized car/van pooling or mobility management programs such as but not limited to a shuttle bus from train stations.

4) The extent to which the proponent's development proposal promotes and accommodates other means of transportation to access the site such as sidewalks or bicycle racks.

5) High employment density such as locations where there are fifty or more employees/acre.

6) Existence of safe and convenient pedestrian walkways and connections between buildings within in a multi-tenant development/shopping center so as to reduce the number of vehicle movements and re-parking to visit multiple businesses within the multi-tenant development on the same trip.

7) Walkability

a. The existence of multiple residential uses/developments within one mile of the subject site; and

b. The existence of safe and convenient forms of pedestrian connectivity for 100% of the distance between nearby residential neighborhoods and the subject site.

8) The existence of a municipal or private parking lot within 2 blocks/400 feet of the use.

9) The availability of legal on-street parking.

c) To reduce the parking requirements, the permitting Board shall determine that the following criteria are met:

1) The provision of parking spaces will be in harmony with the general purpose and intent of this section of the Zoning Bylaw.

- 2) The amount of off-street parking to be provided will be sufficient to serve the use(s) for which it is intended.

- 3) The decrease in required off-street parking is based on a parking analysis/study prepared by a registered professional engineer. Such analysis shall include at a minimum, the following:
 - a. size and type of existing uses or activities on site
 - b. size and type of proposed uses or activities on site
 - c. rate of parking turnover for various uses
 - d. expected peak traffic and parking loads for various uses based on customary hours of operation
 - e. availability of public transportation
 - f. industry parking standards for various uses
 - g. other factors such as those itemized above in 11. a).

d) In issuing a special permit for reduced parking, the permitting Board may impose appropriate conditions and limitations including but not limited to provisions requiring additional parking should uses change over time or requirements to designate green space to be used for future parking if needed.

12. **Definitions** - As used herein, the following terms shall have the following meanings:

Net Floor Area (NFA) – The total area of all floors of principal and accessory buildings or structures on a lot, excluding stairwells and elevator shafts, equipment and utility rooms, rooms used for the storage of merchandise not accessible to the public, interior vehicular storage and all floors below the first or ground floor, except when used or intended to be used for permitted uses.

Shared Parking – A parking area or facility that serves multiple destinations. Often, but not always, the destinations share patrons so that people park once and visit multiple destinations. May also include parking areas that have different time periods when parking demand is highest.

4. **Parking Requirements Schedule**

NOTE – The third column entitled **Medway’s Existing Parking Requirements** is provided for reference purposes only and will not be included in the final text of the bylaw.

USE	*Parking Requirements	Medway’s Existing Parking Requirements
Business, Professional and Governmental Offices and Banks	1 space per 300 sq. ft. of net floor area	Nothing specific for these uses in Commercial I, III and IV– it would default to 1 space per 300 sq. ft. of gross floor area; 1 space per 250 sq. ft. of gross retail floor space in Commercial V
Medical Office or Clinic	1 space per 300 sq. ft. of net floor area	Nothing specific for these uses – it would default to 1 space per 300 sq. ft. of gross floor area
Animal Hospital/ Veterinary Clinic	1 space per 300 sq. ft. of net floor area	Nothing specific for these uses – it would default to 1 space per 300 sq. ft. of gross floor area
Retail Store	1 space per 300 sq. ft. of net floor area	Nothing specific for these uses in Commercial I, III and IV – it would default to 1 space per 300 sq. ft. of gross floor area. 1 space per 200 sq. ft. of gross floor area in Commercial V
Service Establishments	1 space per 300 sq. ft. of net floor area	Nothing specific for these uses – it would default to 1 space per 300 sq. ft. of gross floor area

Warehouse/Shipping Facility	1 space per each 2 persons employed or anticipated to be employed on the largest shift and 1 additional space for each 1,000 sq. ft. of net floor area.	Not allowed in Commercial I, III, and IV. In Industrial I, II and III, 1 space per each 2 persons employed or anticipated to be employed on the largest shift and 1 additional space for each 1,000 sq. ft. of floor space.
General Light Industrial and Manufacturing	1 space per each 2 persons employed or anticipated to be employed on the largest shift and 1 additional space for each 1,000 sq. ft. of net floor area.	1 space per each 2 persons employed or anticipated to be employed on the largest shift and 1 additional space for each 1,000 sq. ft. of floor space in Industrial I, II & III.
Dining/Restaurants	1 space for each employee and 1 space for every 3 seats.	1 space for each employee and 1 space for every 3 seats
USE	*Parking Requirements	Medway's Existing Parking Requirements
Vehicle Fuel Station	1 space per fueling position plus 1 space per 300 sq. ft. of net floor area including service areas and retail/convenience store areas. The temporary parking areas at fueling positions shall not count toward the sq. ft. parking requirement.	Nothing specific to these uses – it would default to 1 space per 300 sq. ft. of gross floor area
Vehicle Repair Shops	1 space per 300 sq. ft. of net floor area plus 2 spaces per service bay	Nothing specific to these uses – it would default to 1 space per 300 sq. ft. of gross floor area
Dance/Martial Arts/Other Exercise Studios	1 space per 300 sq. ft. of net floor area	Nothing specific to these uses – it would default to 1 space per 300 sq. ft. of gross floor area

Studios for Artists/Design Professionals	1 space per 300 sq. ft. of net floor area	1 space per 300 sq. ft. of gross floor area (AUOD). Elsewhere there are no specific parking standards for this use. It would default to 1 space per 300 sq. ft. of gross floor area
Uses Allowed by Special Permit	Parking as required by the Special Permit Granting Authority based on industry standards.	We default to industry standards for special permits issued in Commercial I per the special permit granting authority.
Other Uses Not Specified Herein	Where a use is not specifically referenced in this table, the parking requirement for the most nearly comparable use or industry standards shall apply.	We have no language to address this.

* When calculating parking requirements, please refer to the definition of *Net Floor Area (NFA)* included in Paragraph 12.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

2/3 MAJORITY

(Amend Sign Bylaw)

To see if the Town of Medway will vote to amend the Medway Zoning Bylaw, SECTION V. USE REGULATIONS, Sub-Section R. Sign Regulations by revising TABLE 2 regarding wall signs in multi-tenant developments located in Commercial District I, as follows:

NOTE – Proposed text to be DELETED is shown with a strikethrough. Proposed text to be ADDED is shown in ***bold italic***.

Commercial District I - Route 109 Business Districts

Multi-Tenant Development – 5 Acres or More (On a Lot or Lots Comprised of 5 or More Acres such as Medway Commons)

	Total Maximum Sign Surface Area (square feet)	Maximum # of Signs	Maximum Sign Height (feet)	Minimum Setback from any Street Lot Line (feet)	Illumination
Development Sign	<p>Primary 100 not to exceed 75 per sign face</p> <hr/> <p>Secondary 30 not to exceed 20 per sign face</p>	<p>1 per approved curb cut not to exceed 1 per street frontage.</p> <p>One sign shall be considered to be the primary sign and all others shall be considered to be secondary signs.</p>	<p><i>Primary</i> 12</p> <hr/> <p><i>Secondary</i> 6</p>	<p><i>Primary</i> 15</p> <hr/> <p><i>Secondary</i> 10</p>	External
Individual Establishment Wall Sign	<p>Building Sign frontage X 1.0 not to exceed 120 per establishment *</p>	<p>3 for a freestanding establishment not to exceed 1 per façade</p> <p>1 for an establishment located in a multi-tenant building</p> <p>2 for an establishment located in a multi-unit building not to exceed 1 per façade</p> <p>1 for all others</p>	NA	NA	External Internal
Individual Establishment Projecting Sign	12	1 per establishment	See Paragraph 7 g)	NA	External
Freestanding	16		6	See	External

Directory Sign		Per Master Signage Plan		Paragraph 7 k)	
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Multi-Tenant Development – Less Than 5 Acres (On a Lot or Lots Comprised of Less Than 5 Acres such as Gould’s Plaza)					
Development Sign	60 not to exceed 40 per sign face	1 per development	8	10	External Indirect
Individual Establishment Wall Sign	Building Sign Frontage X 1.0 not to exceed 80 per establishment *	1 per establishment 2 for an establishment located in a multi-unit building not to exceed 1 per façade* 1 for all others	NA	NA	External Internal
Individual Establishment Projecting Sign	12	1 per establishment	See Paragraph 7 g)	NA	External
Freestanding Directory Sign	16	Per Master Signage Plan	6	See Paragraph 7 k)	External

* Unless an establishment has two or more building sign frontages. If so see Paragraph 7, i)

Or to take any action relative thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

2/3 MAJORITY

(Amend Zoning Bylaw: Medical Marijuana Treatment Centers – Section V. Use Regulations, Add Sub-Section BB.)

To see if the Town of Medway will vote to amend the Medway Zoning Bylaw, SECTION V. USE REGULATIONS, by adding Sub-Section BB. TEMPORARY MORATORIUM ON MEDICAL MARIJUANA TREATMENT CENTERS

BB. TEMPORARY MORATORIUM ON MEDICAL MARIJUANA TREATMENT CENTERS

1. **Purpose** - By vote at the State election on November 6, 2012, the voters of the Commonwealth approved a law regulating the cultivation, distribution, possession and use of marijuana for medical purposes. The law provides that it is effective on January 1, 2013 and the State Department of Public Health is required to issue regulations regarding implementation within 120 days of the law’s effective date.

Currently under the Medway Zoning Bylaw, a Medical Marijuana Treatment Center is not a permitted use in the Town of Medway and any regulations promulgated by the State Department of Public Health are expected to provide guidance to the Town in regulating medical marijuana, including Medical Marijuana Treatment Centers. The regulation of medical marijuana raises novel and complex legal, planning, and public safety issues. The Town needs time to study and consider the regulation of Medical Marijuana Treatment Centers and address such novel and complex issues, to address the potential impact of the State regulations on local zoning, and to undertake a planning process to consider amending the Zoning Bylaw regarding regulation of medical marijuana treatment centers and other uses related to the regulation of medical marijuana.

The Town intends to adopt a temporary moratorium on the use of land and structures in the Town for Medical Marijuana Treatment Centers so as to allow the Town sufficient time to engage in a planning process to address the effects of such structures and uses in the Town and to enact bylaws in a manner consistent with sound land use planning goals and objectives.

2. **Definitions**

“*Medical Marijuana Treatment Center*” shall mean a “not-for-profit entity, as defined by Massachusetts law only, registered by the Department of Public Health, 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 qualifying patients or their personal caregivers.”

3. *Temporary Moratorium*

For the reasons set forth above and notwithstanding any other provision of the Medway Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for a Medical Marijuana Treatment Center. The moratorium shall be in effect through June 30, 2014. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of medical marijuana in the Town, consider the Department of Public Health regulations Regarding Medical Marijuana Treatment Facilities and related uses, and shall consider possible amendments to the Medway Zoning Bylaw to address the impact and operation of Medical Marijuana Treatment Centers and related uses in the community.

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

2/3 Majority

(Appropriation: Police Training)

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds \$20,000 for Police Department staff training, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: To raise and appropriate the sum of \$20,000.00 for the Police Department staff training as set forth in the warrant; the appropriation under this article is to be expended by June 30, 2014, with unexpended funds as of June 30, 2014 being returned to the General Fund

VV

UNANIMOUS

(Capital Improvement Stability Fund Transfer: Field Tractor)

To see if the Town will vote to transfer the sum of \$30,000 from the Capital Improvement Stability Fund for the purpose of funding the purchase of a field tractor, or act in any manner relating thereto.

VOTED: To transfer the sum of \$30,000.00 from the Capital Improvement Stability Fund for the purchase of a field tractor as set forth in the warrant; the appropriation under this article is to be expended by June 30, 2014, with unexpended funds as of June 30, 2014 being returned to the General Fund.

BOARD OF SELECTMEN

VV

2/3 MAJORITY

(Capital Improvement Stability Fund Transfer: Aerator)

To see if the Town will vote to transfer the sum of \$12,000 from the Capital Improvement Stability Fund for the purpose of funding the purchase of a deep tine aerator, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: To transfer the sum of \$12,000.00 from the Capital Improvement Stability Fund for the purchase of a deep tine aerator as set forth in the warrant; the appropriation under this article is to be expended by June 30, 2014, with unexpended funds as of June 30, 2014 being returned to the General Fund

VV

2/3 MAJORITY

(Capital Improvement Stability Fund Transfer: Cassidy Field Sewer Line)

To see if the Town will vote to transfer the sum of \$70,000 from the Capital Improvement Stability Fund for the purpose of funding the engineering and construction of a sewer line at Cassidy Field, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: To transfer the sum of \$70,000.00 from the Capital Improvement Stability Fund for the purpose of funding the engineering and construction of a sewer line at Cassidy Field, as set forth in the warrant; the appropriation under this article is to be expended by June 30,2014, with unexpended funds as of June 30, 2014 being returned to the General

**VV
MAJORITY**

2/3

The meeting adjourned at 9:15PM

145 voters in attendance

Article 3	line	Dept./Account	TOTAL
	300	Education	24,143,552.00
	301	Tri county	662,446.00
	302	Norfolk Agr	18,000.00
	122	Selectmen	332,206.00
	125	Human Resources	206,426.00
	132	Finance Committee	105,044.00
	135	Town Accountant	243,384.00
	141	Assessors	215,657.00
	145	Treasurer/Collector	310,534.00
	151	Law	155,000.00
	155	Mis Technology	275,495.00
	161	Town Clerk	108,993.00
	162	Elections	7,838.00
	163	Bd of Registrars	4,705.00
	171	Conservation	24,631.00
	175	planning Board	132,712.00
	176	ZBA	2,250.00
	177	Energy Committee	0.00
	189	Economic Development	79,650.00
	195	Annual Town Report	575.00
	189	CIPC	50.00
	700	Municipal debt/Int	3,437,534.00
	194	Prop Liability Ins	208,367.00
	910	Medicare	356,513.00
	910	life insurance	8,000.00
	911	Retirement	1,367,256.00
	912	Workmans Comp	111,000.00
	913	Unemployment	175,000.00
	914	Group Health Ins	4,463,575.00
		salary reserve	100,000.00
	293	Traffic Signal Exp	1,650.00
	294	Tree/Moth	3,000.00
	421	Road Repair	136,768.00
	422	DPS	864,642.00
	423	Snow & Ice	425,877.00
	192	Building maintenance	134,590.00
	424	Street Lighting	41,500.00
	491	Cemetery Commission	100.00
	220	Fire Dept	580,171.00
	210	police dept	2,056,416.00
	215	Police/Fire Comm.	242,139.00
		Animal Control	43,836.00
	241	bldg insp	148,874.00
	510	board of health	95,705.00
	541	council on aging	132,459.00
	543	Veterans Services	85,420.00
	610	Library	245,039.00
	654	Camp Sunshine	41,421.00
	650	Park Dept	255,456.00
	545	disability comm	500.00
	670	Memorial Comm	600.00



TOWN OF MEDWAY
WARRANT FOR TOWN ELECTION

NORFOLK SS

To either of the Constables of the Town of Medway, GREETING:
In the name of the town you are hereby required to notify and warn the inhabitants of said town who are qualified to vote in town elections to vote at

PRECINCTS 1,2, 3,AND 4 AT THE MEDWAY MIDDLE SCHOOL HOLLISTON STREET ON TUESDAY, THE TWENTY FIRST DAY OF MAY 2013 AT 7:00A.M. FOR THE FOLLOWING PURPOSES:

- To cast their votes in the Annual Town Election for the following offices:
- BOARD OF SELECTMEN, 3YRS..... Vote for two
 - MODERATOR, 3 YRS..... Vote for one
 - BOARD OF PUBLIC HEALTH 3 YRS..... Vote for one
 - SCHOOL COMMITTEE 3YRS..... Vote for two
 - PARK COMMISSION 3YRS..... Vote for one
 - LIBRARY TRUSTEES 3YRS..... Vote for two
 - WATER/SEWER COMMISSION 3yrs..... Vote for one
 - PLANNING BOARD 3 YRS..... Vote for one
 - HOUSING AUTHORITY 5 YRS..... Vote for one

The polls will be open from 7:00 A.M. to 8:00 P.M.

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said meeting:
GIVEN UNDER OUR HANDS THIS _____ DAY OF May 2013

Selectmen of Medway

I have this 13th day of May 2013 posted true copies attested of the within warrant, within the town as directed.

Constable

TOWN OF MEDWAY

CONSTABLE'S RETURN OF SERVICE

I, **Paul Trufant**, a duly qualified Constable of the Town of Medway, Massachusetts affirm and certify that I posted attested copies of the Annual Town Meeting Warrant dated May 13, 2013, in at least eight (8) places in Town, consisting of at least two (2) places in each precinct of the Town, in addition to posting an attested copy of said warrant on the principal bulletin board in the Town Hall.

Dated at Medway: 4-23-13



Paul Trufant, Constable

TOWN ELECTION
21-May13

<u>SELECTMEN</u>	PREC. 1	PREC. 2	PREC 3	PREC. 4	TOTAL
John A. Foresto	89	107	136	146	478
James Sullivan	75	87	99	107	368
Maryjane White	83	184	187	153	607
write-ins	1	0	0	2	3
Blanks	40	84	106	84	314
Total	288	462	528	492	1770

MODERATOR					
Mark G. Cerel	102	170	189	165	626
write-ins	1	2	1	5	9
Blanks	41	59	74	76	250
Total	144	231	264	246	885

BOARD OF HEALTH					
Jordan E. Warnick	102	165	179	153	599
write-ins	1	1	0	0	2
Blanks	41	65	85	93	284
Total	144	231	264	246	885

SCHOOL COMMITTEE					
Diane M. Borgatti	84	108	138	108	438
Richard Eustis	98	158	157	169	582
Steven S. Lee	50	107	109	127	393
Write-ins	1	0	0	0	1
Blanks	55	89	124	88	356
Total	288	462	528	492	1770

PARK COMMISSION					
Sean F. Murphy	107	167	180	162	616
write-ins	1	4	0	1	6
Blanks	36	60	84	83	263
Total	144	231	264	246	885

LIBRARY Trustees

Carol C. Brown	95	153	184	156	588
Karen Kassel	98	149	173	144	564
write-ins	1	1	0	1	3
Blanks	94	159	171	191	615
Total	288	462	528	492	1770

WATER SEWER COMMISSION

Leo O'Rourke	0	0	0	6	6
write-ins	13	16	24	22	75
Blanks	131	215	240	218	804
Total	144	231	264	246	885

HOUSING AUTHORITY

Mary C. O'Leary	106	181	207	185	679
write ins	2	1	1	0	4
Blanks	36	49	56	61	202
Total	144	231	264	246	885

PLANNING AND ECONOMIC BOARD

Karyl Spiller-Walsh	85	145	176	151	557
Matthew James Hayes	109	162	162	150	583
write-ins	3	1	0	0	4
Blanks	91	154	190	191	626
Total	288	462	528	492	1770

Registered Voters

- Prec. 1 2252
- Prec. 2 2301
- Prec. 3 2315
- Prec. 4 2396

COMMONWEALTH OF MASSACHUSETTS
WILLIAM FRANCIS GALVIN
SECRETARY OF THE COMMONWEALTH

SS.

To either of the Constables of the (City or Town) of Medway

GREETING:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said (City or Town) who are qualified to vote in the Special State Election to vote at

Prec 1,2,3,4
(insert precinct numbers)

Medway Middle School
(insert polling locations)

on TUESDAY, THE TWENTY-FIFTH OF JUNE, 2013, from 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the Special State Election for the candidates for the following office:

SENATOR IN CONGRESS. . . . FOR THIS COMMONWEALTH

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 17th day of June, 2013.
(month)

[Signature]
[Signature]
[Signature]

(Selectmen or City Council) of: Medway
(City or Town)

Pasting
(Indicate method of service of warrant.)
[Signature]
Constable 6-17-13, 2013.
(month and day)

(Warrant must be posted at least seven days prior to June 25, 2013.)

TOWN OF MEDWAY
CONSTABLE'S RETURN OF SERVICE

I, **Paul Trufant**, duly qualified constable of the Town of Medway, Ma
hereby affirm and certify that I posted for the _____

May 21, 2013 Annual Town Election

By posting attested copies thereof in at least two places in each precinct.

DATED AT MEDWAY..... *May 13th 2013*

..... *Paul Trufant*

CONSTABLE

SPECIAL STATE ELECTION
JUNE 25, 2013

SENATOR IN CONGRESS	PREC.1	PREC.2	PREC.3	PREC.4	TOTAL
GABRIEL E. GOMEZ	343	317	338	363	1361
EDWARD J. MARKEY	209	282	316	293	1100
RICHARD A. HEOS	2	1	2	7	12
write-ins	3	4	2	1	10
Blanks	0	0	0	0	0
Total	557	604	658	664	2483

Number of registered voters 9304



TOWN OF MEDWAY

CONSTABLE'S RETURN OF SERVICE

Paul Trufant

I, _____, duly qualified Constable of the
Town of Medway, Ma. Hereby affirm and certify that I posted attested
copies of
State Election June 25, 2013

In at least (2) places in each precinct of the town, in addition to posting
said notice on the principal bulletin board in the Town Hall.

Dated at Medway June 17 2013 2013

Paul Trufant
Constable

TOWN OF MEDWAY

WARRANT FOR 2013

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 18, 2013 at 7:00 PM, then and there to act on the following articles:

The meeting was called to order by Moderator Mark Cerel at 7:00 P.M.

ARTICLE 1: (Amendment Annual Authorization: Council on Aging Revolving Account)
To see if the Town will vote to increase the spending limit of the Council on Aging Revolving Account for Fiscal Year 2014 authorized at the 2013 Annual Town meeting as pursuant to Chapter 44, section 53E1/2 of the Massachusetts General Laws by \$14,000 as follows, or to act in any manner relating thereto.

COUNCIL ON AGING

BOARD OF SELECTMEN RECOMMENDATION: Approve

FINCOM RECOMMENDATION: Approve

VV

2/3 MAJORITY

(Lease for McGovern School Solar Installation)

To see if the Town will vote to authorize the School Committee to enter into a lease or other form of contractual relationship for not more than 20 years for the purpose of installing, operating, and maintaining solar power electric generation facilities on the McGovern Elementary School roof, and to further authorize the School Committee to lease additional space within the buildings or grounds, use of grounds limited to equipment supporting a solar installation on the building roof, as necessary for the installation, operation and maintenance of utility lines, cables, conduits, transformers, wires, meters, monitoring equipment and other necessary equipment and appurtenances for said solar power electric generation facilities, upon such terms and conditions as the School Committee deems in the best interests of the Town, provided that such leases and/or contractual relationship shall not interfere with the educational purposes, programs and uses of any of its school programs, and are subject to the review of Town Counsel, or to act in any manner relating thereto.

SCHOOL COMMITTEE

BOARD OF SELECTMEN RECOMMENDATION: Approve

FINCOM RECOMMENDATION: Approve

VV

2/3 MAJORITY

(Land Acquisition: Wickett Property)

To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase or otherwise and to accept the deed to the Town of a fee simple interest in all or a portion of the parcel described below, now owned by Henry L. Wickett Sr. and Henry L. Wickett Jr. upon such terms

and conditions as the Board of Selectmen shall determine to be appropriate, the land to be used for purposes allowed by the so-called Community Preservation Act, Massachusetts General Laws Chapter 44B, to be under the management and control of Board of Selectmen said parcel of land being described as follows:

The land located on the easterly side of Winthrop Street and Ohlson Circle, shown as "Parcel A" on a Plan of Land in Medway, MA prepared for Wickett Development Corp., 12 Hill Street, Medway MA 02053 by Colonial Engineering, Inc, PO Box 95, Medway, MA 02053, dated March 26, 2013, revised April 18, 2013, noted as Map 14, Parcel 5, Deed Book 6607, Page 537, and believed to be 4,300,836 square feet or 98.7 acres, more or less.

And, further to see if the Town will vote: a) to appropriate from the Community Preservation Fund a sum of money for the purchase of the property and up to \$10,000 for any expenses related thereto, including legal fees; b) authorize the Board of Selectmen to convey a permanent deed restriction in accordance with General Laws chapter 44B, section 12 and General Laws chapter 184, sections 31-33; and c) authorize the Board of Selectmen and Town officers to take all related actions necessary or appropriate to carry out this acquisition, including the submission, on behalf of the town, of any and all applications deemed necessary for grants and/or reimbursements from any state or federal programs and to receive and accept such grants or reimbursements for this purpose, and/or any other purposes in any way connected with the scope of this Article, or act in any manner relating thereto.

BOARD OF SELECTMEN

BOARD OF SELECTMEN RECOMMENDATION: To Be Determined

FINANCE COMMITTEE RECOMMENDATION: To Be Determined

VOTED: To Lay on the table

VV

UNANIMOUS

(Utility Easement: Thayer Property)

To see if the Town will vote to authorize the Board of Selectmen to grant to Verizon New England a permanent utility easement over a portion of the Thayer property located at 2B Oak 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 do

all acts necessary to carry out the purposes of this article, or to act in any manner relating thereto.

BOARD OF SELECTMEN

BOARD OF SELECTMEN RECOMMENDATION:

FINANCE COMMITTEE RECOMMENDATION: Approve

VOTED: To dismiss

VV

UNANIMOUS

(Thayer Project: Expand Scope to Include Barn)
To see if the Town will vote to expand the scope of the Thayer property rehabilitation and construction project voted by the November 13, 2012 Fall Town Meeting to include the barn or any other structure on the site, or to act in any manner relating thereto.

BOARD OF SELECTMEN

BOARD OF SELECTMEN RECOMMENDATION:

FINANCE COMMITTEE RECOMMENDATION: Dismiss

VOTED: to dismiss

VV

UNANIMOUS

(Free Cash Appropriation: Energy Committee Activities)

To see if the Town will vote to transfer the sum of \$800 from Certified Free Cash to fund Town-wide Energy Committee sponsored community marketing and outreach materials and to support energy education programs in conjunction with the public library, or act in any manner relating thereto.

TOWN-WIDE ENERGY COMMITTEE

BOARD OF SELECTMEN RECOMMENDATION: Approve

FINANCE COMMITTEE RECOMMENDATION: Approve

VV

UNANIMOUS

(Athletic Fields: Design and Engineering)

To see if the Town will vote to appropriate from Community Preservation Funds the sum of \$280,000 for the purpose of funding a design and engineering study for athletic fields at Medway High School and on town land adjacent to Medway High School, provided that if it is determined that Community Preservation Commission funds cannot be used for the design and engineering of the artificial turf portion of the design then the Town will vote to raise and appropriate, borrow or transfer from other available funds for this component of the design and engineering, or act in any manner relating thereto.

BOARD OF SELECTMEN

BOARD OF SELECTMEN RECOMMENDATION:

FINANCE COMMITTEE RECOMMENDATION: Approve

VOTED: to appropriate \$280,000.00 from Community Preservation Funds for a design and engineering study for Athletic Fields at Medway High School and on town land adjacent to Medway High School, provided that the Board of Selectmen approve an agreement between the School Department and the Town of Medway securing access to fields on school property by non-school department, town based sports organizations, and that a public process be employed to engage the services of the engineering firm.

RV

**76 IN FAVOR
25 OPPOSED**

(Salary Reserve Transfer: Conservation Budget)

To see if the Town will vote to transfer the sum of \$10,000 from the Fiscal Year 2014 Salary Reserve to supplement the Fiscal Year 2014 Conservation Commission salary line item, or to act in any manner relating thereto.

BOARD OF SELECTMEN

BOARD OF SELECTMEN RECOMMENDATION: Approve

FINANCE COMMITTEE RECOMMENDATION: Approve

VV UNANIMOUS

(Sewer Retained Earnings Transfer: Debt Service)

To see if the Town will vote to transfer from the Fiscal Year 2014 Sewer Enterprise Fund Retained Earnings the sum of \$67,087.50 for the purpose of funding debt service related to sewer operations, or to act in any manner relating thereto.

BOARD OF SELECTMEN

BOARD OF SELECTMEN RECOMMENDATION: Approve

FINANCE COMMITTEE RECOMMENDATION: Approve

VV UNANIMOUS

(Establish Sewer Betterment Stabilization Fund)

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to establish a sewer betterment stabilization fund, or to act in any manner relating thereto.

BOARD OF SELECTMEN

BOARD OF SELECTMEN RECOMMENDATION: Approve

FINANCE COMMITTEE RECOMMENDATION: Approve

VOTED: To establish a sewer betterment stabilization fund and to transfer \$320,796.00 from sewer enterprise retained earnings to said fund.

VV 2/3 Majority

FINANCE COMMITTEE RECOMMENDATION: Approve

VV

MAJORITY

Meeting adjourned at 8:20PM

Voters in attendance: 113

TOWN OF MEDWAY
DEATHS RECORDED IN THE TOWN OF MEDWAY
2013

MONTH	NAME	RESIDENCE	AGE
JAN			
01	CHARLES F. QUARTARONE	MEDWAY	26
02	GUNTER P. ERDMAN	MEDWAY	73
07	JAMES EDWARD BROWN	MILLIS	67
07	ROBERT G. CLOUGH	MEDWAY	69
08	LAURA M. RAYNER	MEDWAY	94
09	LOUISE M. MACLEOD	MEDWAY	87
10	JOAN F. TIERNAN	MEDWAY	70
19	HELEN KATHERINE SEAVER	MILFORD	86
23	MARY LOUISE DIMARINO	MEDWAY	100
24	GEORGIA THEMISTOCLES	MEDWAY	85
27	PALMA F. CUOMO	MEDWAY	83
FEB			
12	MURRAY TUCHINSKY	MEDWAY	85
20	BARRY EDWARD HALL	MEDWAY	66
27	JOSHUA LEE FOSTER	MEDWAY	37
MAR			
05	RICHARD B. BROWN	MEDWAY	82
07	KATHLEEN BROOK CALLON	MEDWAY	78
08	EILEEN F. CURTIS	MEDWAY	67
13	RICHARD P. TWOMEY	GRAFTON	79
13	PHYLLIS PETNOV	MEDWAY	89
14	THELMA A. NELSON	MEDWAY	86
15	NANCY C. LANICH	FRANKLIN	86
15	CATHERINE M. MURPHY	MEDWAY	97
17	MARK J. REYNOLDS	MEDWAY	49
18	JOHN F. HAMMOND	MEDWAY	63
27	HELEN POULAKIS	MEDWAY	89
29	ROBERT DANIEL GOODE	MEDWAY	86
29	ERNESTINE A. HOBAN	MEDWAY	75

APR

01	BARBARA A. CARPENTIER	MEDWAY	72
02	MARGARET L. HIGGINS	MEDWAY	84
05	MUSTAFA DEMIR	MEDWAY	67
06	BARBARA MAE GALLERANI	MEDFIELD	92
06	LEON POLLAK	MEDWAY	89
06	JOHN B. PERKINS	MEDWAY	74
15	MAUREEN E. DELAPORTA	MILLIS	81
17	FRANCIS WALTER BEKSHA	MEDWAY	93
17	MILDRED ELAINE ASTIN	MENDON	90
20	LEON LEONI	CANTON	85
21	ROBERT BRUCE RUND	MEDWAY	66
21	PHYLLIS M. CRAWSHAW	MEDWAY	87
26	EMILIE J. CAULFIELD	MEDWAY	83

MAY

01	DORIS G. AYOTTE	BELLINGHAM	88
01	ANNA B. FRASER	FRANKLIN	103
03	STEVEN PHILIP GARRY	MEDWAY	37
09	MARY ELIZABETH WEBSTER	NORWOOD	88
09	MICHAEL DELGENIO, JR.	MEDWAY	66
10	JOAN F. SCHULZ	MILLIS	83
10	EDITH A. CHIODETTI	FRANKLIN	97
11	AUDREY N. FERRIS	MEDWAY	77
17	THOMAS A. CARLONI	MEDWAY	99
18	KENNETH PAUL CHAGNON	MEDWAY	88
19	ELEANOR L. MATTINGLY	MEDWAY	70
27	MARJORIE OLIVE CURTISS	MEDWAY	87
28	RICHARD E. SILVA	MEDWAY	82

JUN

02	SHIRLEY MARIE RAYMOND	MENDON	77
08	SAMUEL LACK	MEDWAY	87
14	GERALD C. LEBLANC	MEDWAY	86
15	MARY ELIZABETH WELLNER	MEDWAY	85
17	VIRGINIA A. WENZEL	MEDWAY	84
27	PHILIP DOMENIC PATTI	MEDWAY	19

JUL

01	TERESA M. DEFILIPPO	MEDWAY	51
04	MARY LOUISE HAGGERTY	NORFOLK	93
06	EMMA C. YOUNG	MEDWAY	94
08	JOHN J. HOURIHAN	MEDWAY	66
15	ELLEN M. JOHNSON	MEDWAY	66
17	THOMAS P. MAGUIRE	MEDWAY	85
18	ANTHONY J. MOLINARO	FRANKLIN	88
19	ALICE ONESCHUK	MILFORD	87
27	JANET R. CRISAFULLI	MARION, FL	79
28	RICHARD P. GUENETTE	MEDWAY	61

AUG

02	CLARE A. BUTTS	MILLIS	86
04	HERBERT ARTHUR CHOATE	MEDWAY	79
11	LOUISE ANGELINA ANDREOTTI	MEDWAY	98
15	WILLIAM ISHERWOOD	BELLINGHAM	84
17	FRANK H. TOLLEY	MEDWAY	71
19	JOSEPH A. BRADY	MEDWAY	84
20	RICHARD A. GUYETTE	MEDWAY	59
23	ROSE TANIAN	MEDWAY	85
24	ROBERT A. GEDDES, SR.	MILLIS	83
25	ROBERT E. READY	MEDWAY	81
25	MARION R. VARNERIN	MEDWAY	89
30	EILEEN M. HENRY	MEDWAY	97

SEP

03	DOROTHY ANN BAMBERRY	HOLLISTON	74
09	NEDA SKEHAN	MEDWAY	81
12	ROBERT F. SHORT	BELLINGHAM	78
12	BARBARA A. CLANCY	MEDWAY	78
13	DEVIN JOSEPH EHRMANNTRAUT	MEDWAY	17
14	NORMA KASSLER	MEDWAY	92
15	CARLO J. PEZZUOLO	FRANKLIN	85
26	ROBERT K. GREENEBAUM	MEDWAY	63
28	MARYELLEN DEBAGGIS	FRANKLIN	84
30	FLORENCE A. MOSCHINI	HOPKINTON	87

OCT

07	CHERYL ANN PAPAS	MEDWAY	56
10	ANNE P. JAYNE	MEDWAY	89
20	DEBORAH ANN FRAZER	MEDWAY	54
23	RUTH ADA MULLIN	MEDWAY	86
27	KANUBHAI G. DESAI	MEDWAY	77
27	HELEN R. CALVARIO	MEDWAY	81

NOV

02	MICHAEL MATHEWS	MEDWAY	54
03	RUTH E. TEWKSBURY	NORTHBOROUGH	88
05	VINAY K. CHAWLA	MEDWAY	42
06	KENNETH SCOTT KOURAFAS	MEDWAY	49
09	ANTHONY C. ANDRYKES	BALTIMORE, MD	75
15	THERESA C. FAVARA	FRANKLIN	92
18	BRETT L. WHITING	MEDWAY	20
26	ELEANOR L. HOFFSES	YARMOUTH	90
30	GENO J. CASTIGNETTI	MEDWAY	88

DEC

07	JEAN MARIE ARMSTRONG	MEDWAY	80
13	GERALDINE M. CORDEIRO	MEDWAY	87
14	ROBERT L. BURKE	MEDWAY	89
16	JOAN GOLDMAN	CHESTNUT HILL	74
17	HAROLD I. ARCHER	MEDWAY	70
21	LAWRENCE E. TENNEY	MEDWAY	93
23	PATRICIA BURKE	MEDWAY	78
27	ROBERT P. KLEIN	MEDWAY	81
27	DONALD F. GRIMES	MEDWAY	76
28	ROBERT S. DOUCETTE	MEDWAY	76
30	JOANNE C. WILSON	MILFORD	79

TOWN OF MEDWAY

MARRIAGES RECORDED IN THE TOWN OF MEDWAY

2013

	COUPLE	RESIDENCE	LOCATION/OFFICIANT
MAR			
02	RODICA NEAMTU THOMAS F. WALL	MEDWAY MEDWAY	HOLLISTON Christine Whittaker, Priest
09	GARY E. OAKES DENISE M. PARCHESKY	MEDWAY MEDWAY	FRANKLIN Amanda Brown, JP
16	DANIEL J. MCNALLY BRITTANY I. DOLAN	MEDWAY MEDWAY	MEDWAY Debra Lee Thayer, JP
16	PAMELA R. BUOTE MATTHEW D. BRATTON	R.I. R.I.	MEDWAY Michelle D. Baker, Officiant
17	JESSICA L. ZULLO JOSEPH J. LATOSEK, JR.	MEDWAY MEDWAY	BOSTON John J. Unni, Priest
30	COREY J. CAMERON SARA D. ANDERSON	MEDWAY MEDWAY	MILTON Brian Faidel, Solemnizer
APR			
19	ARTHUR J. CAREY, JR KATHLEEN M. WAY	MEDWAY MEDWAY	NORTH FALMOUTH Dana Harrington, Solemnizer
MAY			
04	ROBERT M. NOVICK LAUREN E. BURKE	DOVER MEDWAY	MEDFIELD Donna Lawrence, Solemnizer
11	MICHAEL D. HANDY DIANE R. TRAHAN	MEDWAY DUDLEY	MEDWAY Timothy J. Moran, Priest
12	TIMOTHY J. ALAMAA BRENDA L. BAKER	COLORADO COLORADO	MEDWAY Cranston Rogers, Solemnizer

JUN

02	DMYTRO GAPYEYENKO IRINA BEYZEROV	MEDWAY MEDWAY	MEDWAY Maryjane White, JP
15	RICHARD D. HARDING SHELLI L. MULLIN	MEDWAY MEDWAY	BOYLSTON James M. Ennis, Clergy
22	THOMAS L. REYNARD ELIZABETH H. WOLFE	MEDWAY MEDWAY	AMHERST Paul Miao, JP
23	VALERIE M. THOMPSON JOEL D. MEINERS	FRANKLIN MARLBOROUGH	MEDWAY Dr. James Longhurst, Clergy
29	ARTHUR A. PRUTSALIS SHERYL M. AVILA	MEDWAY MILFORD	HOLLISTON Bonnie Steinroeder, Minister
29	STEVEN B. AVESON KAREN M. WHITLA	MEDWAY MEDWAY	BROOKLINE Kevin R. Gogin, Minister

JUL

05	RENEE M. MELLONE MATTHEW E. HOGUE	MEDWAY MEDWAY	FOXBOROUGH Ann Hiffernan, JP
20	MEAGAN P. MCKENNA CORY D. WILDE	MEDWAY MEDWAY	MEDWAY Timothy J. Moran, Priest
20	MICHAEL B. HOFFMAN MEGHAN E. BERNARDO	MEDWAY MEDWAY	MILLIS William Winn, Clergy

AUG

03	JOSEPH F. SWERTINSKI CAROL L. RALPH	DELAWARE DELAWARE	MEDWAY Barbara A. Phillips, JP
17	MICHAEL J. LANGLEY JESSICA A. HOSTNICK	MEDWAY MEDWAY	MEDWAY Joe Shaw, Solemnizer

SEP

01	AUBREE L. BUYNY ANDREW R. GUIOU	BELLINGHAM BELLINGHAM	SUDBURY Don Milligan, Priest
01	JENNIFER M. FASOLINO TIMOTHY P. BENOIT	MEDWAY AUBURN	EAST BRIDGEWATER Ralph Frangioso, Solemnizer

05	GAYLE M. BAGLEY PATRICIA A. ROSS	MEDWAY MEDWAY	HOLLISTON Bonnie Steinroeder, Clergy
13	GARY W. LOMBARD POLLY A. RUFF	MEDWAY RHODE ISLAND	BELLINGHAM Jeffrey C. Thomas, Clergy
14	SETH M. SILUN LAUREN B. MARINO	MEDWAY MEDWAY	FALMOUTH E. Quinney-Barnard, Clergy
14	DANIELA M. MASON JAMES M. PARK	BELLINGHAM MEDWAY	MEDWAY Timothy J. Moran, Priest
21	RYAN J. KARP TINA L. WILLIAMS	MEDWAY MEDWAY	WALPOLE James M. D'Attilio, JP
21	WILLIAM V. MCCLESKEY CHRISTINE M. PERCHESKI	ILLINOIS ILLINOIS	DOVER Francisco Anzoategui, Priest
OCT			
04	SARAH P. LUNDY RICHARD J. SHAW	MEDWAY MEDWAY	HOLLISTON Mark J. Coiro, Priest
12	COLLEEN B. GUILFOIL ROBERT J. WELCH, JR	PENNSYLVANIA PENNSYLVANIA	MILTON Joseph Mazer, Jr. , Priest
12	CELINA C. O'CONNOR BRIAN A. MURPHY	MEDFIELD MEDWAY	SHERBORN Jean-Marie Kingsbury, JP
27	AARON E. ROJEE JESSICA PASIONEK	MEDWAY MEDWAY	BELLINGHAM Debra Lee Thayer, JP
31	CHRISTOPHER GILDEA LISA M GALLAGHER	FRANKLIN FRANKLIN	MEDWAY Charlene Tingley, JP
NOV			
10	KNOX C. ROGERS JILL A. DELUCIA	MEDWAY MEDWAY	MEDWAY Maryjane White, JP
10	JOHN S. PHIPPS MARJORIE A. LUDWIG	MEDWAY MEDWAY	MEDWAY Travis J. Bond, Clergy
29	ANDREW TKOWSKI BRITTANY C. DEFOREST	MEDWAY MEDWAY	MEDWAY Debra Lee Thayer, JP

DEC

19 MEAGHAN A. FARNAM
JEFFREY K. BELLOWS

MEDWAY
MEDWAY

MEDWAY
Timothy J. Moran, Priest

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 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 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:

- Site suitability of subsurface septic systems.
- Permitting/Licensing and inspecting food service establishments, tobacco vendors, summer camps, beaver permitting, air quality, pools/swimming areas, septic haulers/installers, solid waste haulers, septic systems, private & irrigation well installation, tanning & body art/body piercing facilities, and farm animal permits.
- Enforcement of state and local regulations relating to public health and the environment.
- Contracted Health and Wellness services through the Visiting Nurse Association (VNA).
- Addressing and enforcing State Sanitary Code Housing Violations.
- 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.
- Partnership and organization of a Medical Reserve Corp made up of volunteers on which the community can rely on in an emergency situation.
- Complaint investigations as well as any other health concern.
- Public Health Prevention programs and administration, participating in grants as offered to better the community.

Accomplishments for the year include:

- From a grant received from Metro West Regional Collaborative, the Board of Health began to fully utilize their Electronic Food Inspection Tablet, to facilitate a more efficient way of conducting inspections and reporting.
- Conducted 2 Flu Clinics at the Senior Center on October 7th and November 4th, and vaccinated over 150 people.
- Helped to form the new Central Norfolk Regional Emergency Planning Committee. This Regional Committee also received Full Certification Status in November of 2013. The communities that make up the regional committee include Medway, Canton, Norwood, Millis, Sharon, Walpole and Westwood. The towns of Bellingham, Dedham and Norfolk are in the process of becoming members, and five additional communities have recently been invited to join. They are Dover, Franklin, Medfield, Needham and Wrentham.
- In May, the BOH received funding from the Mass Dept. of Public Health. The Medway Board of Health now offers the community a free, confidential online mental health screening and

education tool. This program is designed so that community members can see if they may be experiencing the signs and symptoms of a mental health disorder, and also learn more about these common mental health concerns. A unique URL is posted on our website.

- As of July 1st 2012, no person in MA can dispose of syringes into household trash, therefore the Board of Health extensively researched and implemented a sharps program. Many thanks to the Medway Police for housing the kiosk and DPS for paying for kiosk costs.

- Revised both Solid Waste Regulations and Solid Waste Hauler Regulations approved at a June 10th Public Hearing.

- Provided Food Safety Training for Local Businesses within the Town Hall both in April and September.

- BOH received 2/3 majority vote at the November Town meeting to approve the Community Septic Betterment Loan. This low interest loan assists residents who have a failing septic system to repair or tie into the town sewer system if a stub exists.

- BOH received an intermunicipal, three year grant, from Metro West Health Foundation totaling \$110,572.75 for tobacco education and inspections. The Town of Medway has entered into a Tobacco Coalition with the Towns of Hudson, Marlborough, Ashland, Millis, Natick, Southborough and Northborough.

Respectfully submitted,

Stephanie Bacon
Health Agent



REPORT OF THE BUILDING DEPARTMENT FOR THE YEAR ENDING 2013



To the Honorable Board of Selectmen and Citizens of Medway:

The inspectors and I would like to thank the residents of Medway for their cooperation and continued support throughout this past year.

The Department provides a central location to obtain permit applications for building, wiring, plumbing, gas, seals of weights and measure, and trench permits. The Building Department processes and files applications and schedules all inspections. The Department is available to answer questions and concerns and is a source of general building and zoning information. In addition, monthly reports are updated and sent to the US Census Bureau regarding housing information.

The Building Department had its five year evaluation from ISO for the Building Code Effectiveness Grading Schedule in 2013. The Department and inspectors improved enforcement of the various codes by three points.

Building Department Personnel

John F. Emidy	Building Commissioner
	Zoning Enforcement Officer
Scott J. Guyette	Inspector of Wires
James Coakley	Plumbing/Gas Inspector
Michael J. Clancy	Sealer of Weights & Measures
Fran V. Hutton Lee	Administrative Secretary

The following summarizes the activity and the permit statistics
for the Building Department in 2013.

Building Permits

Type of Permit Totals for 2013

Single Family Dwelling	34
Two Family Dwelling	2
Additions / Renovations	132
Commercial Renovations	28
Commercial Tenant Fit-up	5
Commercial Trailer	4
Signs	13
Roof	82
Windows, Doors, Vinyl Siding	84
Decks, Porches	19
Demolitions	8
Garages	1
Pools, Hot Tubs	22
Wood Stoves / Fireplace Inserts	10
Utility Buildings	13
Mechanical permits	59
Criminal Complaints	4
Foreclosed/Abandoned Buildings	10
Citations Issued	11
Violation Enforcement Orders	16
Certificate of Inspections	33
Total Building Permits:	452

Total Building Permit Fees Collected:	\$154,088
Total Gas Permit Fees Collected	\$7,490
Total Gas Permit Issued	290
Total Plumbing Permit Fees Collected	\$10,215
Total Plumbing Permit Issued	336
Total Wiring Permit Fees Collected	\$14,365
Total Wiring Permit Issued	405
Total Trench Permit Fees Collected	\$2,150
Total Trench Permit	46
Total All Permit Fees Collected	\$208,823
Total Estimated Cost of Construction:	\$17,619,471

Respectfully submitted,

John F. Emidy, C.B.O.
Inspector of Buildings

Report of the Medway Fire Department

The mission of the Medway Fire Department is to protect and to save lives, property and the environment of the citizens of Medway from emergencies and disasters through fire suppression, emergency medical services, hazardous materials mitigation, fire prevention, and public education.

FY 14 was an exciting year for the Medway Fire Department and some major changes have come about. The Department, with the help of Town Administrator Suzanne Kennedy, Town Treasurer Melanie Phillips, Operations Manager Karen Kisty, and Assistant to the Town Administrator Allison Potter, not to mention through the actions of our Board of Selectmen and Finance Committee, now has 2 full time around the clock Firefighter/EMT's on duty for ambulance and fire coverage. We are also awaiting the delivery of a 3,000 gallon tank truck to combat fires in sections of town with no fire hydrants, about ¼ of the town. We have replaced most of our hose equipment with new lighter hoses, nozzles, appliances, and several other new pieces of firefighting gear. We have expanded our On-Call firefighting personnel as well and they are presently being trained both as Firefighters and EMTs. The Department also continued to participate in many civic events, such as Medway Pride day, Family Fun Day, Medway 300th Parade, Medway Holiday Parade and Fireworks, and the Muscular Dystrophy Association Boot Drive.

We continue to expand use of our new reporting software and have begun pre-planning buildings in town so our Firefighters are aware of their surroundings and the hazards associated with the buildings.

I would also like to take this time to publically thank the men and women of the Medway Fire Department for their dedicated service to the Department and Town of Medway. The past year has served to make me prouder of the way these men and women represent the Department. The year also once again brought sadness as we said good bye to two of our retired veterans of the Department, Firefighter Robert Goode and Deputy Chief Herb Choate. They and all of our departed members will be missed but never forgotten.

The members of the department are grateful for the continued support of the citizens of Medway, as well as, the cooperation of the other boards, commissions and departments of the town during the year.

Respectfully Submitted,

Chief Jeffrey P. Lynch



Broad Street Fire



West Street Electrical Fire

The equipment of the Department is as follows:

Station #1

Engine 1	2010	1250 GPM	Excellent Condition
Engine 5	1990	1250 GPM	Fair Condition
Rescue	1994		Good Condition
Ladder 1	2013	100' Aerial	Excellent Condition
Brush 1	1997		Fair Condition

Station #2

Engine 2	2002	1500 GPM	Good Condition
Engine 4	1986	1000 GPM	Fair Condition
Brush 2	1995		Fair Condition

EMS

A1	2012	Modular	Excellent Condition
A2	2005	Modular	Fair Condition

FIRE & EMS DEPARTMENTS

VISION STATEMENT:

The Medway Fire Department will be recognized as a progressive fire department through leadership, training, and professionalism, not only in fire suppression and EMS activities, but in our fire prevention and education activities as well, and be community role models. We will provide responsive services to the citizens by training, educating, and equipping our firefighters and fire officers to the greatest extent possible. We will be accountable to and strive to promote one another's abilities as we guide the department into the future.

MISSION STATEMENT:

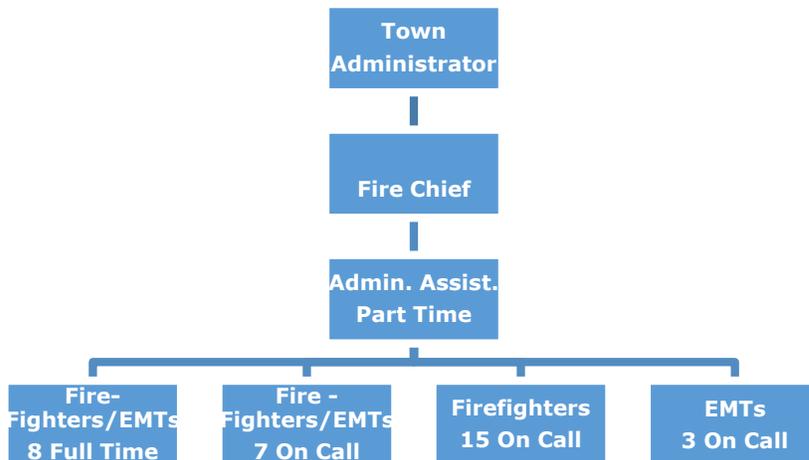
The mission of the Medway Fire Department is to protect the lives and property of the community from emergencies involving fire, medical, hazardous materials, and environmental causes.

DESCRIPTION:

The Fire Department is responsible for fire prevention/education, fire suppression, ambulance and emergency medical services, as well as fire inspections, disaster preparedness and mitigation.

STAFFING

- 1 Time Chief
- 8 Full Time Firefighter/EMT's
- 1 part Administrative Assistant
- 15 call firefighters
- 7 call firefighter/EMT's
- 3 call EMT's





2014 MAJOR INITIATIVES & ACCOMPLISHMENTS

Capital Improvements

- New fire equipment
- New tank truck
- New solar power at Station 1 at no cost to the Town.
- New dormitory Station 1

Personnel

- Added 4 additional career personnel so we now have around the clock coverage of our ambulance.
- Many firefighters are became Firefighter I and II certified.
- Several members have become Fire Inspector certified to do smoke and carbon monoxide detector inspections, as well as inspect furnace, oil tank, and gas tank installation.

2015 MAJOR INITIATIVES & ACCOMPLISHMENTS:

Personnel

- Increase Secretary Hours from 19 to 40 hours per week
- Hire 4 Career Firefighter/EMT's for 24 hour fire and EMS additional coverage. This will allow us to have an engine company respond immediately to fire calls.
- Increase Department structure.

Proposed Capital Improvements

- Replace town wide fire alarm infrastructure with radio box technology
- Refurbish Brush 2
- Replace 30 year old Jaws of Life
- Station alerting system
- Upgrade to fire stations

Proposed New Equipment

- Continue maintenance of present equipment

Training

- Certify remaining members to Firefighter I & II certification.
- Continue to certify Fire Officers.
- Continue advanced Fire Prevention certifications.
- Continue Paramedic training.
- Begin specialized technical rescue training.

Preplanning

- Personnel will, with the help of business and property owners, continue to pre-plan emergency operations for buildings throughout the town. These pre-plans will include hazards to firefighters, water supplies, building construction information, and evacuation procedures for high life hazard buildings.



Ice Training

PERFORMANCE MEASURES/INDICATORS

Fire Related Calls

YEAR	NUMBER OF CALLS
2011	314
2012	435
2013	492

EMS Calls

YEAR	NUMBER OF CALLS
2011	744
2012	713
2013	830

Fire Prevention Calls

YEAR	NUMBER OF CALLS
2013	781

PERFORMANCE GOALS

- Continue to improve service.
- Increase ambulance revenues by providing additional staffing for 2nd ambulance calls.
- Increase Fire Safety by providing immediate response of fully staffed engine 24 hours.
- Keep morale high.
- Secure more grants to improve equipment and training of personnel and sprinkler Station 1.
- Properly maintain equipment.
- Improve and maintain Station 1 and Station 2 buildings and equipment.
- Operate within our new budget.
- Increase fire prevention activities through inspections and pre-planning.



Driver Training



Forcible Entry Training

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, 2013.

During the year the Department applied for and received grants from the Massachusetts Statewide Emergency Telecommunications Board (911 training) for \$30,194 and we also applied for and received an EMPG grant from The Massachusetts Emergency Management Agency totaling \$2,790.00 to be used towards the purchase of shelter supplies and equipment for the town. We also received a generous donation of bike helmets from the Project Alex Foundation.

During the year, the police department worked with the Fire Department and the DPS to update the Towns Comprehensive Emergency Management Plan. The plan was reviewed by the Massachusetts Emergency Management Agency (MEMA) and was approved and accepted.

The Department also continued to participate in many civic events such as: Medway Pride Day, Medway Little League Parade, Medway Christmas Parade and Fireworks, Pumpkin Walk, Memorial Day parade, the Military Band Concert, along with participation in numerous events during the year sponsored by the Tercentennial Committee along with many speaking engagements and station tours.

In 2013, the Police Department received a citation from the Southern New England AAA in recognition of eight years without any pedestrian fatalities within the Town of Medway.

Officers continued to attend forty hours of mandated in-service training. The training classes consisted of legal updates, first aid, CPR/defib, defensive tactics, use of force and firearms qualification. Officers also continued to attend various specialized training classes throughout the year.

Once again, during 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 that 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) and click on the Blackboard Connect symbol and follow the instructions to sign up for this important service.

On April 1, 2012 Martha Wingate, the Police Departments administrative assistant for the past 27 years passed away. In July of 2013 Erin Sullivan was hired as the department's new administrative assistant.

In December of 2012 Ryan Ober was promoted from the Communications Department to a full time police officer. Ryan Ober started the MBTA Police Academy in January of 2013 and graduated from on July 13, 2013. Officer Ryan is currently assigned to the 6PM-2AM shift

In July of 2013 Officer Matthew Reardon was appointed as the department's first full time detective. With the creation of this position I feel it will strengthen the department's ability to

follow up with ongoing investigations and strengthen our relationship with various local, state and federal investigation units.

In conclusion, 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.

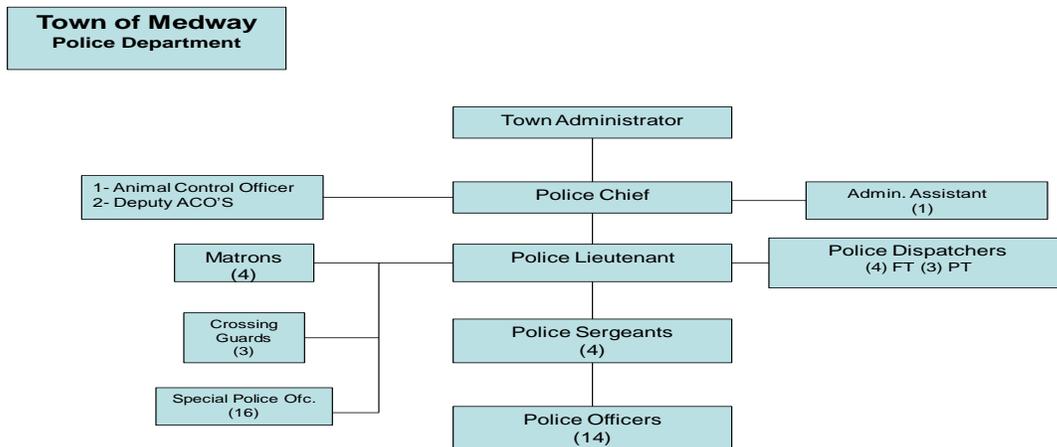
In closing, I offer my sincere thanks to the Town Administrator, The Board of Selectmen, all appointed and elected officials, department heads and committee members, as well as the citizens of Medway for their continued support of the Police Department.

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



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

- I. 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.

J. Interdepartmental Cooperation

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

POLICE INVESTIGATIONS AND ASSISTANCE
CRIMINAL AND NON-CRIMINAL

Alarms – Commercial	160
Alarms – Bank	11
Alarms – Municipal	58
Alarms – Residential	155
Ambulance Assistance	842
Animal Control Calls	324
Annoying/Harassing Telephone Calls	27
Arrests – Operating Under the Influence Alcohol	7
Arrests- Operating under the influence of Drugs	2
Assault or A&B	14
Assist Elderly	46
Assist Other Police Departments	172
Breaking & Entering	33
Breaking & Entering Motor Vehicle	20
Bylaw Violation – Motor Vehicle	6
Bylaw Violation – Other	15
Bylaw Violation – Solicitor	25
Car Seat Inspections	80
Civil Complaints	60
Disinvitation Letters	16
Disorderly Persons	4
Disturbances	116
Domestic Disputes	59
Fights in Progress	3
Fire Assistance	409
Fireworks Complaints	8
Follow Up Investigations	312
Funeral Escorts	43
Gas Run Offs	4
Gun Shots Reported	10
General Info Requests	185
General Service	167
Harassment	33
Identity Fraud	47
Indecent Exposure	1
Illegal Dumping	12
Keeping the Peace	5
Kidnapping	0
Larceny	77
Larceny – Vehicle	7
Larceny by Check	14

Larceny by Credit Card	2
Larceny from Motor Vehicle	4
Lockouts (Motor Vehicle and Residents)	166
Lost or Stolen	104
Missing Children	10
Missing Persons	8
Missing Children Located	10
Motor Vehicles Abandoned	2
Motor Vehicles Disabled	193
Motor Vehicle – Erratic Operation	204
Mutual Aid – Fire	29
Mutual Aid – MetroLec	48
Natural Gas Leak	14
Neighborhood Disputes	26
Officer Requests	107
Open Doors – Business/Residential	26
Power Failures	11
Prisoner Transports	25
Property Damage- Private	16
Property Damage- Municipal	8
Runaways	3
RUOK Alerts	17
Radar Requests	21
Road Hazards	137
Safety Officer Requests	10
Section 12 Orders (Mental Health Issues)	12
Section 35 (Alcohol) warrant of Apprehension	3
Security Checks	1,817
Sex Offender Registration	7
Sexual Assault	5
Shoplifting	14
SRO Activity (School Resource Officer)	209
Sudden Death	8
Suicide Attempts	3
Suicide Threats	23
Suspicious Activity	195
Suspicious Motor Vehicles	250
Summons Service	18
Suspicious Persons	120
Threatening	16
Traffic Control	275
Trees Down/Traffic Issues	37
Truancy	8
Unauthorized Use of Motor Vehicle	1

Unwanted Parties	18
Utility Breakdowns	89
Vacation Checks	40
Vandalism	108
Warrants	58
Well Being Checks	110
Wires Down	38
209A Emergency Requests (Restraining Orders)	11
209A Service's (restraining Orders)	18
258E Emergency Requests (Harassment Orders)	2
258E Service (Harassment Orders)	2

Arrest	93
Protective Custody	50

Property Stolen:	(Value in Dollars)	\$ 236,866
Property Recovered:	(Value in Dollars)	\$ 90,302

License to Carry Firearms:	249
Firearms Identification Cards	26
Firearms Identification Cards (Mace)	7
Machine Gun Permits	3
Motor Vehicle Violations (Verbal, written warning, citations)	1,191
Motor Vehicle Accidents Investigated (No Injury)	196
Motor Vehicle Accidents Investigated (With Injury)	52
Motor Vehicle Accidents Involving Animals	44
Motor Vehicle Accidents (Fatal)	0
Motor Vehicle Accidents (Leaving the Scene)	29
Motor Vehicle Accidents Reported (Not Investigated)	25
Motor Vehicle Accidents – Pedestrian	7

Charge Statistics-2013

Charge	Bookings	Complaints	Totals
A&B with Dangerous Weapon	3	0	3
Abuse Prevention Order, Violate	3	0	3
Assault	0	2	2
Assault & Battery	9	2	11
Assault w/Dangerous Weapon	3	2	5
Attempt to Commit Crime	0	10	10
B&E Daytime for Felony	1	6	7
B&E Night-time for Felony	1	24	25
B&E Night-time for Felony - Vehicle	0	1	1
Burglarious Instrument, Possess	0	5	5
Check, Forgery of	0	2	2
Check, Utter False	0	2	2
Conspiracy to Violate Controlled Subst Laws	2	0	2
Credit Card, Larceny of	0	2	2
Dangerous Weapon, Carry	1	0	1
Defective Equipment - Exhaust	0	1	1
Defective Equipment - Plate light	1	0	1
Destruction of Property +\$250, Wanton	1	0	1
Destruction of Property +\$250, Malicious	6	1	7

Charge	Booking	Complaints	Totals
Disorderly Conduct	5	4	9
Domestic Assault	1	0	1
Domestic Assault & Battery	10	3	13
Fail to yield to oncoming vehicle when turning	1	1	2
False Impersonation & Identity Fraud	0	3	3
Firearm, Carry Without License	1	0	1
Fugitive From Justice on Court Warrant	1	0	1
Inspection/Sticker, No	1	1	2
Larceny From Building	1	13	14
Larceny of Controlled Substance	0	4	4
Larceny Over \$250	7	19	26
Larceny Over \$250 by False Pretense	0	1	1
Larceny Over \$250 by Single Scheme	0	1	1
Larceny Under \$250	1	4	5
Leave Scene of Property Damage	1	7	8
License Not in Possession	0	1	1
License Revoked, OP MV With	0	1	1
License Suspended, OP MV With	4	7	11
Liquor to Person Under 21, Sell/Deliver/Furnish	0	1	1

Charge	Bookings	Complaints	Totals
Liquor, Person Under 21 Possess	0	2	2
Manufacture of Class D Substance	1	0	1
Marked Lanes Violation	11	5	16
Motor Vehicle, Larceny of	0	1	1
Murder, Attempted	0	1	1
Negligent Operation of Motor Vehicle	14	4	18
Number Plate Violation to Conceal ID	0	1	1
OUI Drugs	0	1	1
OUI Liquor	10	1	11
OUI Liquor, 2nd Offense	2	0	2
OUI Liquor, 3rd Offense	1	0	1
Passing Violation	1	0	1
Possession Class A w/Intent to Distribute	1	0	1
Possession Class D w/Intent to Distribute	1	0	1
Possession Class A Substance	1	0	1
Possession Class C Substance	0	1	1
Possession Class D Substance	1	0	1
Possession Class E Substance	0	1	1

Charge	Bookings	Complaints	Totals
Receive Stolen Property +\$250	3	2	5
Reckless Endangerment to Children	0	5	5
Reckless Operation of Motor Vehicle	1	1	2
Registration Suspended, OP MV With	0	6	6
School, Disturb	0	1	1
Shoplifting by Asportation	0	1	1
Shoplifting by Concealing Mdse, 3rd Off.	3	0	3
Speeding	3	3	6
Speeding in Violation Special Regulation	1	1	2
Stop for Police, Fail	2	1	3
Stop/Yield, Fail to	2	1	3
Threat to Commit Crime	1	1	2
Trespass	0	1	1
Trespass With Motor Vehicle	0	1	1
Uninsured MV/Trailer	0	7	7
Unlawfully Attaching Plates to a MV	0	1	1
Unlicensed Operation of MV	1	10	11
Unregistered Vehicle	1	6	7
Unsafe Operation of MV	0	1	1
Use MV Without Authority	1	0	1

Charge	Bookings	Complaints	Totals
Wanton Destruction/Deface Property	1	20	21
Witness, Intimidate	0	1	1

Annual Town Report of Police and Fire Communications Department

I am pleased to submit the annual report for Police & Fire Communications Department for the year ending December 31, 2013. Our goal is to provide a professional and courteous service to the people of Medway in their time of need. We are proud of the service we provide and the working relationship we enjoy with both the Police and Fire Departments.

The Communications Department is, in most cases, the first point of contact when the people of Medway need assistance from the Police and/or Fire Departments. We strive to continue our excellent relationship with both the Police and Fire Departments in order to provide the people of Medway the very best service possible. During the 2013 calendar year, there were over 14,000 incidents logged and processed as calls for service through the communications department. Additionally, over 2,000 **"911"** calls were received and handled by this department.

The Communications Officers continue to keep up with the ever-changing technology by attending numerous hours of advanced training classes funded by an SETB, (Statewide Emergency Telecommunications Board). As of July 1, 2013 all communications personnel have been trained in newly acquired Fire software designed to better track Fire and EMS related calls for service. This training will provide assistance to the people of Medway when Fire related calls and Medical Emergency situations arise. In FY 2014 the Communications Department received a \$31,000 Grant from the State 911 Department which will be used for salary and training reimbursement as well as upgrade in some office technology equipment.

Respectfully submitted,

William Boultenhouse, Lieutenant

Medway Police Department

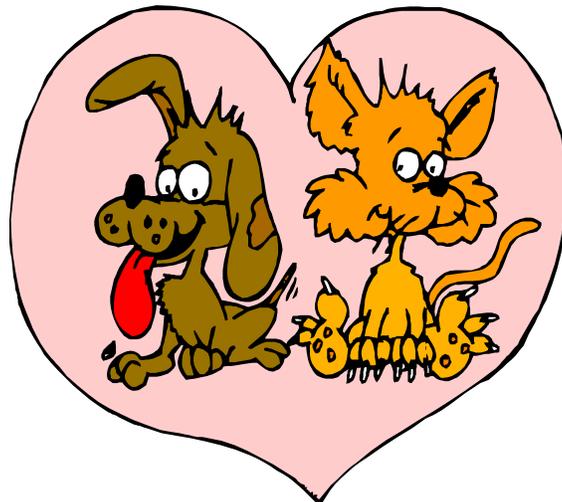
ANIMAL CONTROL OFFICER-MEDWAY

The department received and acted upon 1,822 calls for services this year. This is a slight increase from last year.

The Animal Control Department continues to have 24-hour coverage with one Full time ACO and 3 Deputies alternating weekends and holidays.

Rabies is still a significant risk in the area. With more bats testing positive this year, I would remind you that it is very important to keep your animals vaccinated even if they are “indoor” animals, **and it is the law** - WILD ANIMALS CAN AND DO GET INTO YOUR HOUSE. Please remember that if you feed animals outside, you risk “inviting” unwanted wildlife and feral cats to your house increasing the risk to your family and your animals.

The Department would like to thank everyone who donated blankets, toys and food to the kennel as always, it is greatly appreciated.



During the 12 month period from January 1, through December 31, 2013 detailed logs were kept reflecting all calls received and acted upon by the Animal Control Department - a total of 1,822 calls, with 996 in Medway and 744 in Millis, and 52 calls to assist neighboring towns. The following is an **overview** of the calls handled in Medway:

INFORMATIONAL: 377

DOGS:

PICKED UP	29
REPORTED LOOSE	91
REPORTED LOST	14
BARKING	28
BITES	9
ADOPTED/ TURNED OVER	
TO HUMANE SOCIETY	0
EUTHANIZED	0
REPORTS OF CRUELTY	5
QUARANTINES	9
HIT BY CAR REQUIRING MEDICAL	
TREATMENT OR DIED	3
LICENSED IN 2013	1,515
DOG PARK LICENSES 2013	304

CATS:

PICKED UP	61
REPORTED LOST	20
REPORTED STRAY/ FERAL	18
ADOPTED/ TURNED OVER TO	
HUMANE SOCIETY	37
EUTHANIZED	4
QUARANTINES	2

HIT BY CAR REQUIRING MEDICAL	
TREATMENT OR DIED	14
BITES/ SCRATCHES	3
WILD ANIMAL CALLS	101
WILD ANIMAL REFERRALS	23
ROAD KILLS PICKED UP	45
DEER HIT BY CARS	11
LIVESTOCK CALLS	10

Respectfully submitted,

Brenda Hamelin, Animal Control Officer

OFFICE OF THE
Department of Public Services



Vision Statement:

The Department of Public Services is responsible to the residents and businesses 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 network 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 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.

Mission Statement:

During recent years, the Town of Medway had the foresight to develop a plan whereby several disconnected utility departments would be combined into one unified and cohesive Department of Public Services. After a careful and considered process of review by the Town Administrator and the Board

of Selectmen, a strategic reorganization of the Department of Public Services was proposed to Town Meeting. The purpose of the reorganization was to organize the Department into a program management structure that placed a greater emphasis on accountability and planning. 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 and professional workplace.

Essentially, the Department is structured into five management programs that cover each of the major areas of accountability within the organization. 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. The extent of the workload and the means by which the Department must accomplish its tasks has evolved dramatically over the ensuing decades. The modern DPS now functions within a limited staffing and budget environment and must therefore integrate technology into the operation to maximize the efficient use of these very limited resources. The DPS of today must also now 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.

Department Description:

The Department is organized into the following five programs: Administration and Finance, Engineering and Facilities, Environmental Services, Highway & Fleet Maintenance and Water & Sewer. The following section of this submittal will aim to describe the staffing level and functions of the Department's five program areas.

Administration & Finance:

The primary function of the staff within this division is to provide administrative and financial support to the numerous and varying Department programs as well as interact and actively participate in overlying Town initiatives. 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 that produce violations or other negative ramifications when deadlines are not met or when reports are delayed or delinquent. It is the A&F Division's charge to ensure that all of the Department's administrative functions are conducted in a professional and timely manner. The positions included within the Administration and Finance Division are:

- Director
- Deputy Director
- Operations Manager
- Program Administrator

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

Utility Billing

Water & Wastewater Administration

Solid Waste & Recycling

Electronic Personnel Time and Attendance Reporting

AP and AR Functions

Personnel / Labor Activities

Storm Response Administration

Procurement (MCPPO)

Budget Preparation and Maintenance

Grant Administration (Chapter 90, TIP, MAPC, MADEP)

Customer Service

Emergency Management

Enterprise Accounting

Permit Management

Departmental Support Needs (Insurance, Training)

Legal Counsel

Communications

Information Technology

The following are substantial initiatives and projects performed during 2013 within the Administration & Finance Division:

FY14 Rate Study

Rain Barrel Program

Public Outreach for Water Conservation, Energy, and Solid Waste/Recycle Programs

Curbside Chronicle Flyer Design

Lifeline Program Renewals

Single Stream Recycling Grant

Sustainable Watershed Management Initiative Grant

LED Streetlight Pilot Program

Parks, Open Space and Athletic Field Master Plan

Membership of Central Norfolk Regional Planning Committee

Conversion to Quarterly Utility Billing

Senior Trash Program Renewals

Private Trash Program Renewals

Solid Waste Hauler Coordination with BOH

FY14 Demand & Lien Process

Permitting and Licensing

Call Log/Work Order System Form Design & Training

Leak Detection Post Cards

Solid Waste/Recycling Tonnage Reports

Novatime – Payroll System Upgrades

Website Development and Maintenance



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. A missed deadline or distracted decision can negatively impact project finances to a significant magnitude. It is for this reason that the assignment of dedicated staff to manage these important projects is critical to their 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
- Craftsman
- Part Time Staff (2)

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

- Capital Projects
 - Administrative
 - Design & Construction Management
- Planning Department Development Projects
- System Impact Plan Review
- Construction Standards
- Water and Sewer Regulations
- Facilities Maintenance
- Procurement
- Grant Development
- Consultant Management

The following are substantial initiatives and projects performed during 2013 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

MIIA Insurance Inspections

Installed new Irrigation system- Idylbrook Field

New 6" sewer line - Cassidy Field

New gas boiler heating system and hot water tank with new zone valves- Town Hall

New back up 100KW Generator installed – Town Hall

Upgraded electrical panels – Town Hall

Install new bathroom at Populatic Water Division office

Revise wiring and install new electrical panel at Populatic Water Division office

Office Renovation to Vehicle Maintenance at Highway Facility.

Install 2 new attic power vents at Senior Center

Support for Medway 300 Events

Design review for new water main for Village and Adams Street

Design review for sidewalks – Oakland and Main Street

Equipment Auction

Install new EMS system at Library

Repair Fire Department roll up doors

Install new LED lights at Recycle Center & Fleet Maintenance

Replace toilets at Senior Center and Library

Install Heat tapes for de-icing gutters at Senior Center & Library

Implemented Facility Dude for Work Orders

Thayer House Project Support



Environmental Services:

Within the Town structure, there are many programs and initiatives that are caused and supported by ideals associated with the proper stewardship of environmental issues. Included in this subject area is the management of solid waste collection and disposal, resource recycling and reuse, as well as the managed care and maintenance of the Towns parks and fields. The inclusion of the Department of Public Services in the Town's reorganization of function areas has resulted in the operational management of solid waste and recycling programs to be reassigned from the Board of Health to the DPW. This function area shall be charged with regular and bulk trash collection, organic waste disposal, recycling collection, household hazardous waste disposal, and solid waste education and enforcement. While the Department is well positioned to assume this operational responsibility, it will maintain reliance on the Board of Health for assistance with regulatory policy setting and enforcement. Included within the Division of Environmental Services 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 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 Environmental Services Division are:

- Operations Manager
- Assistant Operations Manager
- Supervisor
- Heavy Equipment Operator (1)
- Part Time and Seasonal Staff

The following are the planned functions of staff within the Environmental Services Division:

- Solid Waste Management
 - Board of Health
 - Contract Management
 - PAYT Bag Coordination
 - Curbside Collection
 - Hazardous Waste Disposal
 - Landfill Management
- Recycling Program
 - Federal & State Guidelines
 - Recycling Center
 - Public Outreach & Education
- Parks Programs
 - Tree Warden (Street Trees)
 - Field Care and Maintenance
 - Improvement Projects

Environmental Services staff operate and maintain Town open-space properties including:

Choate Park	Cassidy Complex
Oakland Park	Winthrop St. Park
Idylbrook Park	Senior Center grounds
North Street Playground	Garnsey Park (Village St.)
Leigh Memorial	Medway Memorial Square
Sanford Conservation Area	Medway Library grounds
High School Fields (grass)	McGovern School Field
Burke/Memorial School Fields	Middle School Fields
Water Dept. Grounds	Police Dept. grounds
Fire Stations 1 & 2 Grounds	Thayer House
Open Space Trail Network	Grand Army of the Republic War Memorial Park (Village)

The following are substantial initiatives and projects performed during 2013 within the Environmental Services Division:

Improvements and Cleanup at Amphitheatre

Rain Barrel Program

Implementation of Brookside Improvements at Choate Park

Provide support to Medway 300th Anniversary Events

Coordination and Installation of Medway Town Hall Sign

Install Irrigation at Idylbrook Fields

Participation in Parks, Open Space and Athletic Field Master Plan



Highway & Fleet Maintenance:

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.

Supervisory staff within this division oversee personnel and material resources directed toward the maintenance of the Town's fleet of vehicles and equipment. 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 workorder management system. The positions included in the Highway & Fleet Maintenance Division are:

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

The following are planned functions of the Highway and Fleet Maintenance Division:

- Roadway and Sidewalk Operation, Maintenance and Improvements
- Stormwater System Operation, Maintenance and Improvements
- Winter Storm Operations
- Street Sweeping
- Pothole Repair
- Traffic Signals, Signs and Street Lighting
- Fleet Maintenance
 - Personnel Supervision
 - Budget Oversight
 - Planning / Scheduling
 - Certifications
 - Full Range of Skill Sets

□ Departments – Equipment Served:

- Public Services - 38
- Police - 16
- Fire - 13
- Council on Aging -4
- Schools – 5

The following are substantial initiatives and projects performed during 2013 within the Highway Program:

Public Way Maintenance Request Workorders -420
All Streets Swept during Spring Months
Berm Repair – 45 Segments
Catch Basin Cleaning Program
Crosswalk/Stop Line Painting – 212 Segments
Site Specific Paving Repairs - 28
Pot Hole Repairs - 760
Roadside Mowing/Brush Cutting -89 Road Segments
Sidewalk Maintenance – 27 Locations
Sign Repair and Maintenance – 68 Locations
Street Paving – 6 Streets – 10,923 Linear Feet
Catch Basins Repaired - 12

The following are substantial initiatives and projects performed during 2013 within the Fleet Maintenance Program:

Over the past year we have 358 workorder entries in our logs. Some samples of our entries are; scheduled services, road calls, heating & cooling system repairs, changing tires, brake jobs, steering and suspension, welding and fabrication.

94 – Preventive Maintenance Services

37 - Road Calls

Vehicles Placed in Service

- 2 - F250's equipped with snow plows
- 1 - F350 equipped with snow plow
- 2 - Buses for Council on Aging
- 1 - Police Cruiser
- 1 - Ambulance
- 1 - Backhoe
- 1 - Expedition (Fire Chief)
- 1 - Small Front end Loader with multiple attachments

Maintain 9 Auxiliary Generators

Inspected 43 Subcontractor Vehicles and Equipment associated with Snow Operations.

Complete Overhaul of Street Sweeper

Installation of 10-Ton Maintenance Lift.

Decommissioned 10 Vehicles and Prepared Them for Sale

Prepared 10 Vehicles for Town Fleet Service

Body and Chassis Overhaul – 1-Ton Dump Truck



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 recently installed 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. The positions included in the Water and Sewer Division are:

- Superintendent
- Assistant Superintendent
- System Operator (4)

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
 - Meter Reading and Repair
 - SCADA
 - Leak Detection
 - Main Line and Service Pipe Repair
 - Customer Service
 - Valve Exercising
 - Flushing
 - Hydrant Maintenance & Inspection

The following are substantial initiatives and projects performed during 2013 within the Water & Sewer Division:

Water Treatment:

- Mass DEP Sampling – 500 + samples
- Treatment – Daily Sampling, Testing, & Maintenance
- Disinfection – 5,239 gallons
- Corrosion Control – 492,684 gallons
- Fluoride – 2,784 lbs
- Iron Sequestering – 2,276 gallons
- SCADA – Fiber Optic & Software Upgrades
- Production Meter Upgrades

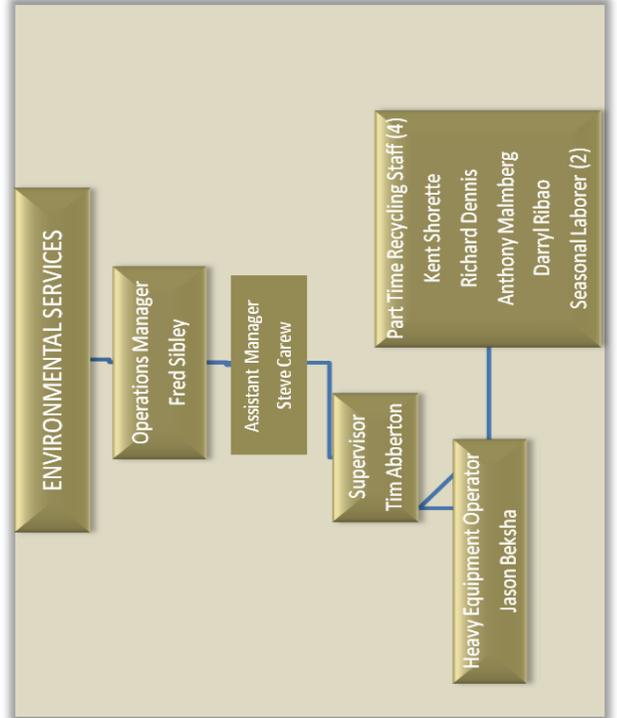
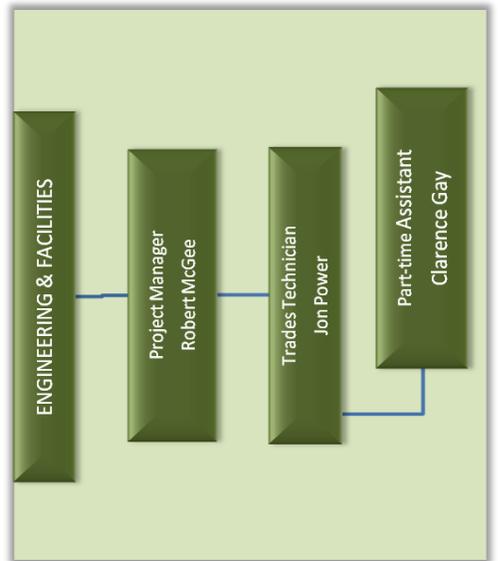
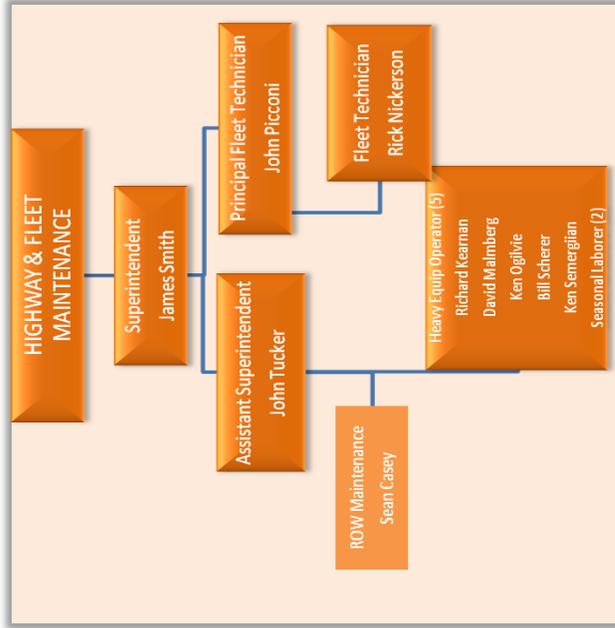
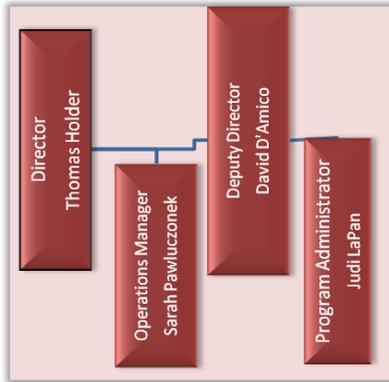
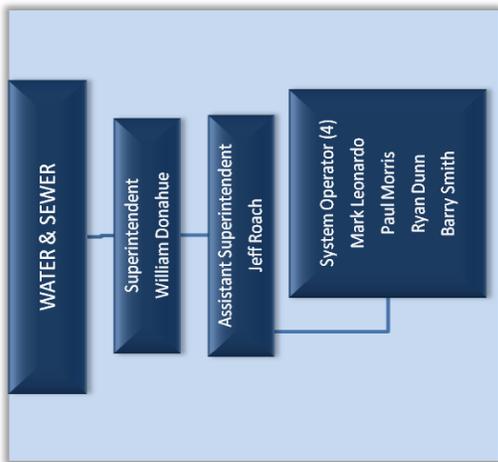
Water Distribution:

- \$2.9m Main Replacement Grant – MassDEP SRF
- Leak Detection – 75 miles
- Mains Replaced – 200'
- Cross Connection Control Program Inspections – 237
- Storage Tank Inspections – 24 Monthly – 1 Internal
- Installed Mixing System @ Lovering Tank
- Zone I & Zone II Inspections – 2 Biannual
- Service Line Repairs, Connections & Inspections – 100+
- Customer Service Calls - 350+
- Meter Calls - 85
- Water Main Flushing – 75+ miles
- Hydrant Maintenance, Install/ Replace & Repair – 50 Hydrants

Wastewater Collection System:

- Installed Rest Room @ Populatic Facility
- Connection Inspections – 28
- Lift Station Inspections – 54
- Annual System Inspections/ Flushing – 650 +
- Inflow & Infiltration Repairs – Contract Management
- Purchased Pipe Inspection Camera





FY 2013 MAJOR INITIATIVES AND ACCOMPLISHMENTS

- Continue to work with MEMA to design Brentwood Drainage Improvements
- Implement Phase I of Integrated Water Resources Management Program
- Village & Lovering Street Sidewalk Improvements
- Construct West & Main Street Water Main Replacement
- Perform Annual Roadway/Sidewalk Improvement Plan
- Performed Water/Sewer Cost of Service Study
- Fire Department Station 1 Roof Replacement
- Reach 25% design for Route 109 Reconstruction Project
- Directional Flushing of Water Distribution System
- Participate and Support Gateway and Historic District Sign Projects
- HVAC improvements at Fire Station 1
- Assist with Thayer House Project
- Lovering Street Water Tank – Clean and Inspect
- Oakland Street Well Evaluation
- LED Lighting Retrofit at Town Hall and Police Station
- Conduct Parks, Open Space & Athletic Field Master Plan
- Advance design and construction of Village Street Canoe Ramp
- Participate and Support 2013 Clean Sweep & Medway 300 Events

FY 2014 ACCOMPLISHMENTS & INITIATIVES

- Construct Brundages Corner Roadway/Sidewalk/Drainage Improvements
- Perform Annual Roadway and Sidewalk Improvement Plan
- Perform Stormwater system improvements supported by the Integrated Water Resources Management Program and as mandated in MS4 Permit
- Achieve 75% design for Route 109 Reconstruction Project
- Design replacement of Adams/Winthrop/Maple/Village Streets Water Mains
- Advance DPS Facility Project
- Implement Parks, Open Space & Athletic Field Master Plan recommendations
- Install Lovering Water Tank Mixing System
- Support Medway 300 Events
- Installation of Generator for Town Hall
- Rehabilitate Chicken Brook Sewer Interceptor
- Perform Water Accountability Evaluation

FY 2015 GOALS & INITIATIVES

- Construct Brentwood Drainage Improvements
- Replace Village and Adams Street Water Mains
- Construct New Synthetic Turf Athletic Fields
- Perform Annual Roadway and Sidewalk Improvement Plan
- Continue Stormwater system improvements supported by the Integrated Water Resources Management Program and as mandated in MS4 Permit
- Continue to advance DPS Facility Project
- Implement Recycling Center Bar Code Reader Program
- Continue Gateway Sign Installation Program
- Implement Automated Single Stream Recycling Program
- Continue Sewer Improvement Program – Brentwood Tributary to Black Swamp Interceptor.
- Choate Park Building Renovations

Respectfully Submitted,

Thomas Holder | Director

Department of Public Services

Annual Town Report of the Affordable Housing Trust for 2013

OVERVIEW: The Medway Affordable Housing Trust (AHT) works to increase the Town's housing stock affordable to workforce households, that also meets standards set by the Massachusetts Department of Housing and Community Development for inclusion on the state's Subsidized Housing Inventory (SHI). It does so by facilitating the development, sale, use and preservation of affordable rental and ownership opportunities as directed by federal, state and local authority. Reaching or working effectively toward the state's goals of 10% affordable housing affords municipalities "safe harbor" from challenge of its zoning decisions.

The policies and procedures qualifying affordable units and developments for SHI inclusion are regulated by MGL 40 B which covers: "comprehensive permits" - issued to projects seeking state or federal subsidy and/or zoning relief, and "special permits" - for projects conforming with the Town's various inclusionary zoning provisions. The Town Boards with review authority for 40 B projects are the Zoning Board of Appeals and the Planning and Economic Development Board. In the instance of "friendly" permitting the approval of the Board of Selectmen and support of the housing groups are important.

AHT's activities are guided by the 2011 *Affordable Housing Trust Action Plan*, an outgrowth of Medway's 2010 *Housing Production Plan*. Funds supporting AHT's mission are drawn from the Community Preservation Committee's account for affordable housing as approved by vote at Town Meeting and from fees associated with affordable housing development and sales. The Trust works in conjunction with the Affordable Housing Committee (AHC), which primarily deals with research, policy and informational activities.

The AHT oversees the activities of the Community Housing Coordinator (AHC) who is available for consultation to Town residents, developers, households seeking affordable shelter and Town regulatory and advisory committees.

2013 ACTIVITIES: The AHT, AHC and CHC have been actively engaged this year in multiple spheres of responsibility: observing 3rd party compliance with regulations concerning new and existing Subsidized Housing Inventory stock; working to promote the understanding, development and marketing of new AH projects, evaluating potential sites for development of affordable housing, consulting with state and municipal agents, developers, residents and AH consumers on 40B and special permit matters and valuating new funding sources.

PROTECTING EXISTING HOUSING

AHT intervention was necessary to forestall an illegal foreclosure sale that would have led to the loss of an affordable unit. Having determined that the property was leveraged well over the allowed affordable resale value and that the financing was un-approved by the monitoring agent, the Town was able to block sale of the property at market rate which would have voided the affordability deed rider. The bank and title company are currently working to determine the best process going forward since mortgagee no longer has foreclosure as a remedy. Any subsequent sale will impose perpetual price restrictions.

WORKING WITH ACTIVE PROJECTS

Charles River Village - 10 Market-rate (MR)/2 Affordable Housing (AH) units; OSRD Special Permit - AHT commented on the "In Lieu" petition of the developer, noting shortcomings with the valuation formula and unsuccessfully seeking an accelerated payment. \$322,000 will be paid in total as the in lieu payment.

Fox Run Farm – 8 MR/4 AH units; Comprehensive Permit - CHC worked with marketing agent distributing information locally, scheduling and attending the information session. With only 4 qualifying applications submitted for the 4 units, the lottery was cancelled.

Williamsburg – 16 MR/2AH units; OSRD Special Permit - CHC attended PEDB public hearings, commenting on the request for amendment of the project's special permit. AHT participation resulted in final Local Action Unit (LAU) approval by DHCD and qualification of 2 AH units for SHI inclusion. CHC worked with marketing agent contacting local parties at 3 points in the marketing cycle. No attendees at December info session.

ASSISTING PENDING PROJECTS

Millstone Village– 72MR/8 AH unit; ARCPUD Special Permit- CHC participated in preliminary reviews with PEDB Coordinator and subsequently with Internal Development-Review Team. Consulted on issues, including: DHCD's likely requirement for market study and scattered placement of AH units throughout the development.

EVALUATING POTENTIAL PROJECTS

Scattered Sites by AHT - CHC tour with consulting developers for assessment of various potential sites for AH projects.

- Potential noted for one town-owned lot, pending title search to clearly delineate lot dimensions and determine title perfection.

- A second town- owned parcel was evaluated for AH development as an "in-fill" project. Frontage requirements were marginal depending on outcome of title review.

- Feasibility review for building of historical interest - AHT financed preliminary engineering report and generated financial models on feasibility of re-purposing existing property to rentals. Private/non-profit development and management as 4-5 MR/2-3 AH rental units seem possible given industry-typical subsidy.

6 Cutler Street by Private Developer – 18MR/ 6AH unit; One-Bedroom Rental; 55+ Age-restricted; Comprehensive Permit - CHC participated in preliminary review of tear-down/new construction project. AHT/AHC subsequently supported project through preliminary process. Researched alternative to LAU 40B permitting – non viable given

strong local objection. CHC consulted with Selectmen, reviewing their authority in the process. Developer abandoned proposal.

Existing Properties - Local MLS listing of single family homes for sale were monitored regularly until single-unit conversion to AH was evaluated as an inefficient use of Trust funds.

AH-RELATED POLICY

Given current industry analysis and demonstrated difficulties in finding qualified affordable home purchasers, AHT's focus has broadened to include the development of rental units.

Guidelines for 40 B Projects - Work continues on the review of rules, forms and procedures from various municipalities as precursor to drafting one-stop, submission process for projects involving AH that promote transparency, opportunity, efficiency, cooperation and utility for the Town's residents, developers and officials.

30 B, AHT's & CPA Funding – After missing development opportunities to private developers, and consultation with regional housing specialists, AHT supported movement seeking review of Solicitor General's policy regarding 30 B requirements for housing trust purchase of property for AH development. Attorney General's Office subsequently determined that housing trusts could eschew public procurement requirements if using CPA funds to purchase property for AH development and employing sound business practices.

Zoning -

"In lieu" Payments – Responding to the PEDB's invitation to suggest improvements, the zoning bylaws of various municipalities were researched and CHC peer's polled for comment on policy and valuation mechanics, including payment schedules. Town Counsel deferred to independent contractor for resolution and drafting.

Multi-family Development – Responding to market conditions and state government's predilection for the development of AH rental units, research was started for AHT consideration of recommending the adoption of some form(s) multi-family permitting in areas of Town.

Buyer Shortage – In response to demonstrated longstanding difficulty finding qualified applicants for the resale and sale of Medway's AH units, despite significant marketing measures, research is ongoing to determine causes, extent, and likely duration of the occurrence in order to develop and promote effective short and long-term mitigation measures.

Updating the Town's Housing Production Plan is under review in anticipation of the current plan's expiration in 2015.

AH AWARENESS OPPORTUNITIES

40 B Workshop – Plans to conduct a workshop on 40 A, B, R issues for land-use “authorities” in surrounding towns have morphed into a regional event to be conducted at a more central location in the early spring.

Public Notice – Several rounds of promotional information was distributed around town, posted on the Town's web-site and emailed to CHC's list of interested households.

Professional Education - The CHC has attended numerous workshops and briefings conducted by MAPC, DHCD, MHP and CHAPA, as well as regular meetings of local and regional peers to review current affairs.

Respectfully submitted, Michael Heineman, Chair

Report of the Charles River Pollution Control District

During Fiscal Year 2013, the Charles River Pollution Control District's (District) regional advanced wastewater treatment facility received and treated approximately 1,600 million gallons (4.4 million gallons per day) of raw wastewater, including 6.5 million gallons of septage from the District's member and customer towns before discharge to the Charles River. The volume of waste treated was less than the previous year.

The District is anticipating the renewal of its National Pollution Discharge Elimination System (NPDES) permit for discharge of its treated wastewater to the Charles River. Under the draft NPDES permit, the District and the Towns of Franklin, Medway, Millis, and Bellingham will have to maintain an ongoing preventive maintenance program to prevent overflows and bypasses caused by malfunctions or failures of the sewer system and an infiltration and inflow reduction program. This permit also includes more stringent and year-round phosphorous limits.

The District conducted an Infiltration and Inflow Study in 2013, with CDM Smith, to identify areas of the District's interceptors that will need further investigation and repair. The study modeled flow through the interceptors, groundwater elevations and rainfall data during the spring and summer months (wet and dry periods).

The District is one of seven municipal wastewater treatment plants selected by the Mass DEP to participate in a pilot program that involves energy auditing, assessments for renewable and clean energy possibilities, and support of implementation for energy related projects. The purpose of this pilot program is to reduce the amount of energy used at municipal wastewater treatment plants by 20%, thereby reducing greenhouse gas emissions and saving municipalities money. The District was granted \$847,583 through the American Recovery and Reinvestment Act to completely fund the installation of a 20 kW solar voltaic array and two turbo style blowers. The solar panels will produce energy onsite whereas the turbo blowers will provide air to the secondary treatment system using approximately 30% less power than the existing blowers. At this time, the solar voltaic array has produced over 58,000 kW over the last three years and the turbo blowers are the main source of air to the aeration system.

CDM Smith and staff from the District prepared a 20-year capital improvement plan (CIP) to improve the wastewater treatment facility to meet more stringent NPDES permitting requirements and provide a more reliable wastewater treatment facility at its current capacity of 5.7 million gallons per day.

In July 2010, the District was informed of its acceptance on the Massachusetts Department of Environmental Protection (Mass DEP) Bureau of Resource Protection Calendar Year 2010 Intended Use

List for State Revolving Funding (SRF). In order to expedite the designs and proceed with the project with the low interest rate, the CIP was divided into three phases (A, B and C).

Phase A, which was completed in December 2013, included the replacement of both primary clarifier mechanisms, addition of two screenings washer/compactors, primary scum handling upgrades, and plant lighting and security improvements. The majority of the work is complete and only punch list items remain. Phase B, the capping of the on-site residuals landfill, was completed in August 2013.

Phase C focuses on improving phosphorus removal, replacing the disinfection system, and extending the life of the facility for an additional 20 years. This phase is expected to be bid on in early 2014 and construction will commence in the spring. A District-wide Global Information System was also developed as part of this phase to assist with infiltration and inflow reduction requirements in the draft NPDES Permit.

The District funded Phases A and B with a 20-year SRF loan of approximately \$3.5M for costs associated with bidding, construction, and resident engineering. Phase C costs will be funded through separate 20-year SRF loans of approximately \$24.5M, which includes bidding, construction, and resident engineering. Ineligible costs (i.e. the design for Phase C) for SRF loans will be funded by a General Obligation Bond of \$1.95M.

The District currently employs 9 full-time employees and a part-time Executive Secretary and part-time Treasurer. Cheri Cousens, former Executive Director, recently accepted a new position within the wastewater treatment field. The District wishes Cheri a successful career and sincere thanks for 14 years of service. At the end of December 2013, the District placed an advertisement for its Executive Director position.

The District's Fiscal Year 2014 budget is 8.3% lower than the previous years' budget. The District's FY 2014 budget for operations and maintenance is \$3,033,690 while the capital projects budget is \$643,150. Medway's share of the operation and maintenance and capital projects budgets are estimated to be \$340,990 and \$97,900 respectively.

Respectively submitted,

Elizabeth Schreiber, P.E.

Acting Executive Director

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 five 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 documented in prior years' reports, efforts produced first a conceptual plan and then construction plans and specifications to rehabilitate 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. 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. After the Town awarded the general contract, work commenced and, as of the date of submittal of this report, is

nearing completion. It is anticipated that the property should be available for use by Town boards, organizations, and private groups by late spring.

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 is seeking to expand its operations. Students from Tri-County Vocational High School completed work on repair and replacement of the systems and other structural elements of the house, and as a result, the professional farmer has finally been able to take up residence.

During this past year, the Town took 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. The Board of Selectmen appointed a committee to assess the Town's athletic fields; the committee engaged a consulting engineering firm Gale Associates which generated a written report. That report emphasized the need for additional athletic fields in the Town. To address this deficiency, it was proposed to design and construct two new fields, together with lighting and related amenities including walking trails, at Medway High School and on abutting Town-owned land, using funds from the Community Preservation account. As a first step, \$280,000 was sought for an engineering study and preparation of construction plans and specifications. The Community Preservation Committee voted to recommend approval to Town Meeting and Voters at the Fall Special Town Meeting voted to approve.

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; in f.y. 2014, Medway received an additional distribution which made the state match almost eighty percent. 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 \$141.30. ($\$350,000$ less $\$100,000$ CPA exemption = $\$250,000 \times \18.84 per $\$1,000$, f.y. 2014 municipal tax rate = $\$4,710$ (net tax subject to surcharge) times $.03$ (CPA surcharge) = $\$141.30$). This amount is paid in four equal quarterly installments, and amounts to less than \$12 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.

Finally on a positive note, long-pending legislation which amends the Community Preservation Act in several ways beneficial to Medway and other suburban communities: increased funding mechanism to ensure a minimum state match annually, and broadened local authority to permit expenditure of CPA funds to rehabilitate and improve existing recreational facilities, was finally approved during the 2012 Legislative Session and was signed into law by the Governor; as noted above, this resulted in Medway's receiving a significant increase in its state match this year, as compared to last year, and the Town's ability to fund two new athletic fields.

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

Respectfully submitted,

Community Preservation Committee

Report of the Council on Aging

The Council on Aging is located at the Senior Center on Oakland Street. The Council on Aging is comprised of employees and volunteers who are dedicated to serving seniors and assisting them, their families and friends, with aging issues. Healthy aging is our goal at the Center, and we offer numerous exercise classes for people of all ages, including yoga, tai chi, strength training, aerobic chair exercise and Zumba. We serve lunch two days a week through Tri-Valley Services, along with breakfast every Thursday. Weekly programs offered at the Center include bridge, cards, crafts, bingo, cribbage, quilting, knitting, watercolors, dominoes, poker and mahjong. We also offer monthly dinners, entertainment, health and educational seminars. This year we were able to hire a nurse 5 hours per week so we are able to offer weekly blood pressure screenings and blood sugar monitoring as well as evidence-based health programs. We are open Monday evenings for senior activities, with rooms available for use by local groups and town boards. We are also open Sunday afternoons for activities and people come to use the library, exercise equipment and computers.

The Council on Aging continues to contract with GATRA (Greater Attleboro Taunton Regional Transit Authority). With this partnership the town is able to make four morning runs and 3 evening runs to and from the Norfolk MBTA Station, as well as transporting our seniors and disabled residents to medical appointments, grocery shopping and local errands. All of this is paid through the town's assessment to the MBTA and donations.

We have an Outreach Worker who keeps busy visiting home-bound seniors and helping seniors and families with any issues related to aging, which are getting more complicated as people are living longer and staying in their own homes. Our SHINE Volunteer is at the Center every week to help seniors with insurance and prescription concerns and the Veterans Agent also holds weekly office hours here. We continue to work with Tri-Valley Services to provide meals on wheels to homebound seniors, homemaker services, respite care and other services for seniors. The Senior Center is also the site for citizens in town to apply for fuel assistance, and AARP prepares tax forms for seniors in the spring.

The Council on Aging runs the Senior Tax Abatement Program which allows 85 seniors in town to volunteer their services to various town departments to receive up to a \$1000.00 abatement on their property tax bill. This year senior volunteers worked at the schools, town hall, senior center, recycling center, library, police and fire department.

The Medway Council on Aging could not function as well as we do without all the wonderful volunteers we have. Contact us if you would like to volunteer. We can always use more!

Respectfully submitted,

Missy Dziczek, Director

2013 MEDWAY CULTURAL COUNCIL TOWN REPORT

Members of the Council in 2013 were Chair Audrey Ritter, Treasurer Susan Chase, Cynthia McLaughlin, Sandra Dobday, Robert Wilson and Heather Ross. In December, we interviewed and approved Heather Scott as a new member, pending appointment by the Selectmen.

In October, we received 24 applications, an average number, and were able to fully fund 12 of them partly due to an increase in funds from the State Legislature.

The success of the Medway 300's cultural and fun presentations has given Medway residents a new respect for the enjoyment & financial rewards such undertakings can bring to the Town. We hope in the coming year that the Council can join and help with other groups in providing similarly rewarding activities to the community.



“Hands on History” event at the Library, Summer 2013.

The following events supported by the Council & open to the public will take place in 2014:

Monthly Jan to Dec	Library Friends Free Movies	
Saturdays Jan - March, May	“Science Inside & Out”	Stony Brook Wildlife Ctr
March	“Louisa Catherine Adams”	Senior Center
April	Southeast MA Concert Band Concert	Senior Center
May	“Theatre of the 30’s, 40’s, 50’s”	Senior Center
May	“Edible Perennial Gardening & Landscaping”	Library
Summer	“3-2-1 Activate”	Library
Summer	“Magic!”	Library
Summer	“How to Catch a Mouse”	Library
July	Quintessential Brass Concert	Choate Park
October	Fall Festival	Community Farm
November	Play- “Domino Effect”	Medway Players

Full details of our Voting Meeting may be found on www.medwayculturalcouncil.org.

Report of the Design Review Committee - 2013

2013 has been an extraordinarily busy year for the Design Review Committee (DRC). We reviewed nearly [3] times the number of signs than typical, in addition to [7] important site reviews. This workload is considerable for the six members to manage. We also witnessed a realignment of the administration of the committee. For the prior ten years, Ms. Affleck-Childs coordinated applicants, appointments and scheduling. Her integral relationship with planning and permitting provided a smooth process with clear lines of communication. She was replaced with a night board secretary, who has attempted to replicate this process. For a number of reasons, which should be explored, this shift has proven highly ineffective. The lack of administrative assistance and a link to town hall has moved the bulk of work onto the shoulders of the DRC and primarily the chairperson. This condition is not sustainable.

The DRC has reached out to the PEDB and the Building Department in an effort to improve communications and efficiency. Consultant Judi Barrett has attended an active DRC meeting to observe the process. Her forthcoming assessment is welcome. A joint meeting between the PEDB and the DRC is planned for early Spring of 2014. Our building inspector, John Emidy, has graciously attended several meetings over the past year. Some meetings he has attended to discuss pertinent agenda items, while others he has been present to reevaluate the review process.

I am pleased to report that the (DRC) reviewed 29 sign proposals this year, many of which incorporated recommended changes and produced very effective signs. The abundance of professional skills offered by the DRC members, coupled with the availability of a laptop continues to promote the effectiveness of the committee. A number of members have volunteered their personal time and donated the efforts of their work place to assist in these ventures. Special thanks should be offered to DRC member Rod MacLeod who has provided the high quality professional skills of his business to produce highly accurate and graphically effective 3D renderings on a variety of site reviews.

2013 SIGN AND SITE REVIEWS

2013 SIGN APPLICATION REVIEW
1. Sign Design Review - Classic Properties Realtor with Carolyn Chodat
2. Sign Design Review - Crossfit Tri - Valley with Cam Afonso
3. Sign Design Review - Crossfit Tri - Valley with Jason Shea
4. Sign Design Review - Cumberland Farms Monument Sign Discussion
5. Sign Design Review - Cumberland Farms with Peter Palouskey and Philip Henry
6. Sign Design Review - Curl Salon with Katie Curly
7. Sign Design Review - Episcopal Church with Mike Fingar
8. Sign Design Review - GNC Nutrition at Medway Commons, Jason Parillo, Back Bay Sign Co
9. Sign Design Review - Gould's Plaza 74 Main St with Lester Gould
10. Sign Design Review - Keystone Liquors with Gary Passmore
11. Sign Design Review - Lawrence Waste Service with Keith Lawrence
12. Sign Design Review - Learning Tree with Lauren Nigro
13. Sign Design Review - Limerick with Liam Forgerty
14. Sign Design Review - Map Kiosk Discussion
15. Sign Design Review - Map Kiosk for Medway Community Farm, Fahad Saifullah
16. Sign Design Review - Medway Café with Peter Morrissey
17. Sign Design Review - Medway Plaza Discussion
18. Sign Design Review - Medway Yoga, Peter Rucinski, Sign Review
19. Sign Design Review - Medway Youth Baseball Signage
20. Sign Design Review - Revised Wall Sign for Neighborhood Wrench, with Douglas Voss

21. Sign Design Review - Saloon Almafai with Alycia Streicher 78 Holliston St
22. Sign Design Review - St. Brigid of Kildare with Rev Terrance McGillicuddy
23. Sign Design Review - Starbucks with Karen Johnson
24. Sign Design Review - Sweet Potato with Mike Robillard
25. Sign Design Review - Tingley's 122 Main St with Paul Tingley
26. Sign Design Review - Town of Medway with Susy Affleck Childs
27. Sign Design Review - Valutrack Corp/Climatrack with Kirk Steinhoff and Dick Steinhoff
28. Sign Design Review - Verizon with Jeff Newman and Matt Herman
29. Sign Design Review - Bella Dawna Studio with Dawna Downing

2013 SITE DESIGN REVIEW
1. Site Design Review - Daniels/Millston Village with Steve Venincasa, Leo Dasilva, Paul Apkarian, Julie Venincasa, Winthrop St
2. Site Plan and Sign Review - Starbucks Drive thru window proposal with Karen Johnson
3. Site Plan Review - Tri Valley Commons Site Plan Document for the 2/25/2013 DRC Meeting
4. Site Plan Review - Charles River Village Open Space Definitive Plan
5. Site Plan Review - Cumberland Farms, 38 Summer Street -
6. Site Plan Review - Preliminary Informal Discussion Discussion, Tri Valley Common Site Plan, Roger Calarese - Builder, Robert Poxon - Engineer, Juli Riemen Schneider - Landscape, Architect, Patrick Finn - Architect
7. Site Plan Review - Preliminary Informal Discussion, Cumberland Farms, Attorney Peter Paulousky, Tracey J Roll Assistant VP , Real Estate, Manny

Paiva Senior Planning Project Manager, Philip Henry Civil Design, Pre Application Discussion
8. Site Plan Review - Starbucks Drive thru window proposal with Karen Johnson
9. Site Plan Review - Update on Thayer Homestead Site Plan, Mr. Dan Hooper, Thayer Homestead Committee

For the past three years the DRC has been actively seeking representation from the Historic Commission and Business Council. The DRC is also seeking individuals with pertinent skills from the general population, with specific interest in an architect.

The DRC attempts to encourage design that is attractive, inviting, harmonious with its surroundings, and enhances the visual experience of the Town of Medway. I believe we have been successful in 2013, and if the cumulative effect of the work we have done since 2003 is considered, we have made a big difference.

Respectfully Submitted,

Matthew Buckley

Chairperson

Report of the Historical Commission

The Thayer Home Place Preservation Project, 2B Oak Street

Mark Wilcox continued his service on the Thayer Home Place Development Commission (THPDC) to continue to work on a plan for the use of the Thayer Home Place at 2B Oak Street. Renovations and an addition to the Thayer Home Place were in full swing in 2013.

Historic Districts

Historic District Markers were completed for the Rabbit Hill and Medway Village Historic Districts. The markers were installed in October.

Evergreen Cemetery

Mr. Norm Felker has generously offered his time and effort to help Mark Wilcox maintain the historic portion of the cemetery. The Town of Medway nor any other entity looks after the historic part of Evergreen Cemetery.

Demolition Applications

Three applications for demolition were made to the Town by property owners and required public hearings. The hearing for the house at **41 Holliston Street** was held November 6th. It was determined that since the property was under contract to be sold no action could be taken unless the current owner who applied for the demolition, intended to demolish the house before the sale. The new owner was asked to re-submit the application. The hearing for the house at **102 Winthrop Street** was held January 9th. The form was improperly filled out and not submitted by the owner so no action was taken. The house at **41 Milford Street** was reviewed on October 16th and was determined to not be a preferably-preserved historically significant building, and no delay was imposed.

Other homeowners appeared before the commission for clarification about what renovations they could make to their properties. The owners at **9 Milford Street** are not restricted by the Historical Commission because they are not doing a demolition. The owners of **195-197 Main Street** (Cole Library and Torrent Fire House) are limited by covenants within the deed and were looking for guidance regarding renovations. Approval was given for them to proceed.

Other Projects

Students from Medway High School came to the January 9th meeting to film Commission members talking about local ghost stories for a Medway 300th Anniversary documentary.

Commemoration of Grace Hoag's 35 years of service on the Historical Commission and 50+ years of service to the Town of Medway was celebrated at the June 5th meeting with a formal proclamation from the Board of Selectmen and the Town Administrator, Suzanne Kennedy, honoring Grace's commitment to the Town of Medway citing her service to the Historical Commission, Historical Society, numerous historic preservation projects and the incorporation of two National Historic Districts within Medway. Selectmen Crowley, Trindade and Foresto were on hand to offer their congratulations.

Celebrations were held throughout the year to celebrate the 300th anniversary of the incorporation of the Town of Medway.

A book, *Postcard History of Norfolk County, Massachusetts*, by Paul Tedesco was published which included Medway postcard selections submitted by the Medway Historical Commission.

The operating budget of the HC was \$325 for Fiscal Year 2013.

Personnel: Officers are: Chairman-Jeanne Johnson; Vice-Chairman-Paul Russell; Treasurer-Eugene Liscombe; Clerk-Marian Pierre-Louis; CPC Representative-Eugene Liscombe. Mark Wilcox and Donna Hainey also serve on the Commission. Rob Pomponio and Grace Hoag left the Commission in June and Eugene Liscombe joined the Commission in fall 2013. We thank all members for their service to the Town on this Commission.

Respectfully submitted,
Marian Pierre-Louis, Clerk

Report of Medway Public 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.

The Library has hired a full-time Director, a position that had been unfilled since 2006. Full-time, the Director is able to interact with people throughout the community to find out what they need and to spread the word about what the Library offers.

We have hired an enthusiastic half-time Children's and Teen Librarian with many great ideas for youth services, to start in January, 2014. We have not had a Children's and Teen Librarian since 2006, and we are excited about expanding our programs and other services for our young patrons.

With the addition of a full-time Director and a half-time Children's and Teen Librarian, we will be able to provide additional programming that will enhance our offerings in areas such as STEM (Science Technology Engineering & Math) education, information literacy, and additional services for under-served populations.

The Library is open 40 hours a week, with the downstairs community area hours extended until 9:30PM Monday-Thursday. Thanks to one-time funding added to our budget again in FY14, we have been able to continue offering our very popular Baby & Toddler Story and Songs program and our extended downstairs community area hours. During these extended evening hours, meeting rooms were used an average of 3 evenings per week from July - December, and an average of 34 individuals per month used the community space. Two full and four part-time staff, as well as a pool of five substitute library assistants, serve the public.

Thanks to our Library certification, Medway residents enjoy borrowing privileges for over six and a half million items in person and through inter-library 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 5104 registered borrowers. On average, every week we serve 1346 people of all ages, handle about 40 reference requests, host over 80 public computer internet users, and circulate 2030 items. We host a diverse mix of Library-sponsored programs, art shows, Scout troops and other community groups, sport signups, theatrical performances, Community Education classes, story times, and meetings of town boards.

The Library's collection contains 88,601 volumes, including:

- Books
- Magazines
- Audio Books
- CDs
- DVDs
- eBooks
- Downloadable Audiobooks
- Digital Magazines
- Museum, Park, and Zoo passes
- Medway300 sturdy canvas totebags

Striving to keep our collection current and meet our community's needs, this year we added over 3,000 items to the collection.

Our museum, park, and zoo passes are funded with donations from individuals and local banks, and can be reserved online for pickup at the Library. Museum, park, and zoo passes went out 359 times during FY13.

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 and downloadable audio books provided by the Minuteman Library Network. In addition, we provide 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
- Language learning resources for adults and children
- Area newspapers

The library catalog interface provided by Minuteman offers patrons an easy way to find and reserve items, renew checked-out items, pay fines online, and manage library accounts.

E-commerce allows patrons to use credit cards to pay fines via computer at any time.

The Library's strong technology infrastructure gives patrons access to the catalog, interlibrary loan, office software products, online networks, and databases, and connects them with other people around the world.

The Library is equipped with a self-checkout station, a photocopier machine, a high quality public printer, a fax machine, a scanner, and 16 public Internet access computers. Wireless technology, introduced a few years ago, extends services to a new cadre of users equipped with their own laptops and other digital devices. The Library worked with Information Services Department to replace all the Library's Windows XP computers with new Windows 7 computers, and installed 8 additional computers for patrons. The downstairs computers were available during our extended evening hours as well as throughout the day, increasing access for people who don't have wireless devices.

The video setup in the Cole Room provided through the Medway Cable Advisory Board has been utilized for well-attended free monthly movies hosted by the Friends of the Library, multi-media presentations during programs, and computerized slide shows during business and municipal meetings. The Cole Room and other reserved meeting rooms were used 542 times in 2013. We added online room reservation software to make it easier for our patrons to book meeting rooms.

Fifty-five volunteers spent a total of 2471 hours helping with book shelving and similar tasks, and running programs such as anime art and the LEGO club. That service would have cost nearly \$20,000 if paid for at minimum wage. In addition, fourteen senior tax relief program participants worked at the Library for a total of 1569 hours, saving money on their taxes while providing the town with \$12,500 worth of service at the Library.

We rearranged the Adult Fiction area to consolidate the paperback and AV collections. This freed up the architecturally pleasing central space for comfortable reading and laptop use. We are in the process of reorganizing the picture book collection, placing many of the books in bins by topic to make it easy for young children to browse.

Our electronic resources continue to grow in popularity. In FY13, ebook and audiobook circulations reached 3651 checkouts. Muzzy Online children's language learning program and Zinio e-magazine subscription service were added through a joint purchase deal with Holliston Library, adding to our previous jointly purchased Career Cruising database and Mango Languages.

We are working with the school librarians and the reading specialists on promoting literacy and providing resources to students. We worked with the Middle School Art Department to arrange a large and attractive display of art work by Middle School students at the Library. We installed an art hanging system in the Conference Room, where we can display a changing collection of framed artwork.

As we do routinely, we secured Medway Cultural Council grants for programs for children and families, and offered a Summer Reading Program to encourage literacy. We received an NEH grant awarding us

the Muslim Journeys Bookshelf, a trustworthy and accessible collection of 25 books, 3 films, and access for one year to *Oxford Islamic Studies Online* that provides an introduction to the complex history and culture of Muslims in the United States and around the world.

We promoted STEM (Science Technology Engineering Math) learning with programs attended by up to 60 people:

- 4-H science club which meets monthly at the Library
- Family program on earth science presented by NOVA education coordinator
- Fossils and Dinosaurs

We offered programs for children and teens, attended by up to 50 people:

- Baby & Toddler Story and Songs program – two sessions/week year round
- Story hour for 3-5 year olds – two 6 week sessions
- Monthly “Paws to Read” program, which gives children the opportunity to read to a trained therapy dog
- “Paper Personalities” with local artist
- Hands-on History program on Revolutionary War artifacts
- American Textile History Museum Workshop
- Story Cube Workshop
- Book discussion with local children’s author

We offered programs for adults, attended by up to 70 people

- It’s Not About the Hike (inspirational)
- Career Center Services
- Sisters in Crime (mystery writers)
- Murder Mystery Theater
- Straw Weaving
- Program on energy independence by Millis author
- 1801 Fairbanks Murder Mystery
- NEH Bridging Cultures: Muslim Journeys Grant: Documentary screening and discussion

We coordinated with other town organizations to arrange concerts/shows in Choate Park (held at the Library in case of rain). Programs were each attended by 60-100 people.

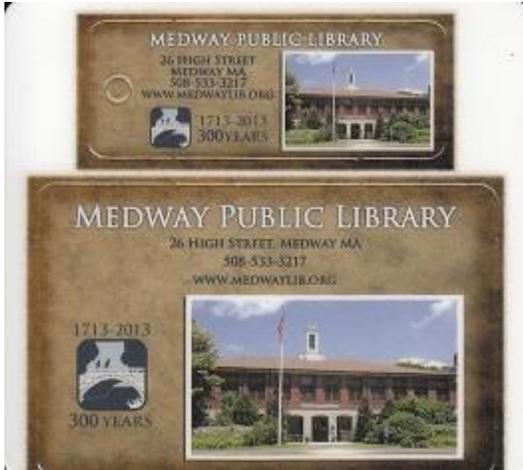
- Music and Movement children’s program
- Shakespeare in the Park
- Songs of the Ceilidh concert



Story time



Paws To Read

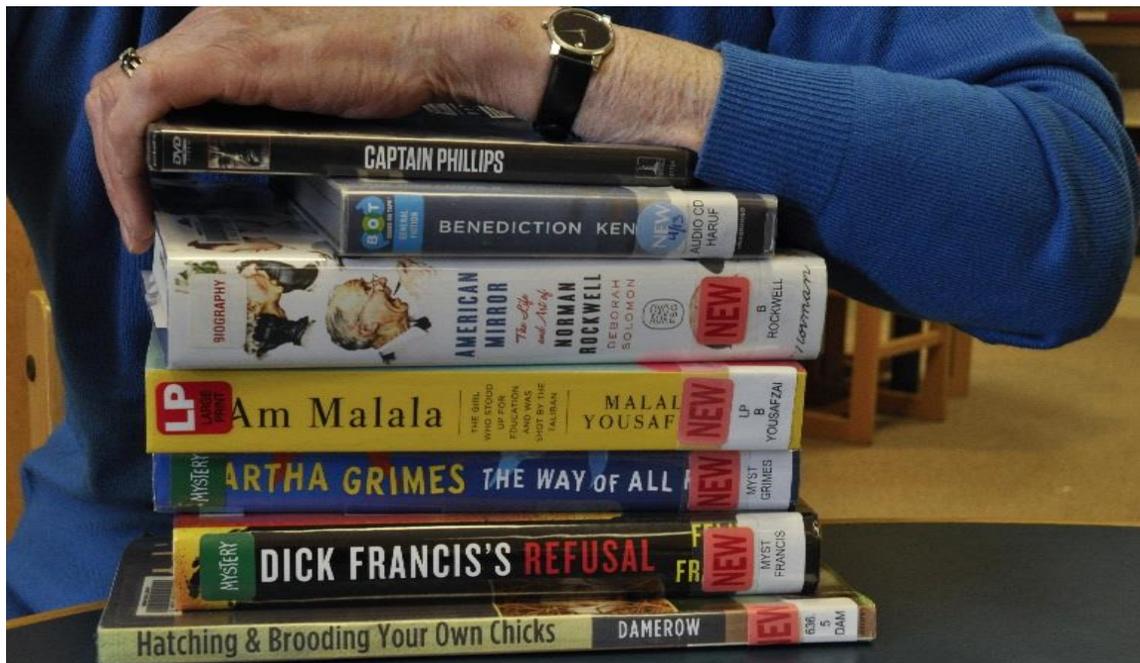


In honor of Medway's 300th anniversary, the Library has made available new, branded library cards, with a photograph of the Library and one of the Medway300 logos. Patrons receive both a wallet sized card and a key chain card, an option which has proved very popular.

We continue to reach out increasingly through Facebook and local news outlets (papers, radio, and online) to get the word out to more people about what the Library offers.

Our Director continues working on our emergency readiness planning. The Library is a potential shelter for people needing power, internet, phones, water, heat, or air-conditioning, in case of weather and other emergencies.

Many of our programs, including the Lego Club, the Anime 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. Donors of at least \$1,000 are honored on our "Bibliophile" plaque located in the downstairs lobby. We are also very grateful for our dedicated staff and volunteers, and for the continued support by our patrons. Please visit the Library or complete the survey on our website at www.medwaylib.org and tell us how we can make the Library even more useful and relevant for you.



New Books



Middle School Art Exhibit

Medway Library Total Collection Size (FY13)	88,601
Print & Other Serial subscriptions (FY13)	145
Number of Registered borrowers (FY13)	5,104
Circulation Transactions (FY13)	105,550
Digital audiobook downloads (FY13)	909
Ebook downloads (FY13)	2,742
Interlibrary Loans (FY13)	29,966
Attendance in Library (visits)(FY13)	70,007
Number of reference transactions (FY13)	2,028
Number of children's and teen programs held (FY13)	67
Total attendance at all children and teen programs (FY13)	873
Participation in the summer reading program	97
Total number of persons volunteering(FY13)	55

Number of hours volunteered (FY13)	2,471
Users of public Internet computers during a typical week (FY13)	82
Total number of hours the Library is open per week	40

Respectfully submitted,

Margaret Perkins, Director



Reading is Everywhere

Memorial Committee

It is with Great Pride and Appreciation that we submit this Year End Report for the year 2013.

The Memorial Committee was fortunate to have been able to sponsor and participate in a number of activities during Medway's 300th Anniversary Year. Many of these undertakings would not have been possible without the support of the Medway Board of Selectmen, numerous Town Departments as well as Civic, Religious and Fraternal Organizations.

This Committee started in February of 2012 to discuss an appropriate way to honor those Medway men and women who have served and continue to serve in the military during the ongoing War on Terrorism. During the following months, it was discussed and voted to pursue the placement of two new monuments at Matondi Square to combine the names from two existing monuments with those determined as eligible based on active duty or career service for inclusion on the two new proposed monuments. The goal was to pay tribute to all those individuals from any war or military activity not previously recognized and to provide a means of paying this same tribute to those yet to serve.

This goal was accomplished with the unveiling and dedication of two new monuments at the conclusion of the Memorial Day parade on May 27, 2013.

This undertaking allowed us the opportunity to combine the 37 names on the existing 1975 Revolutionary War memorial with Medway individuals who served in the War of 1812 (7) and the Spanish American War (12) not previously recognized.

In addition, we replaced an existing monument paying tribute to the 18 individuals who served in Operation Desert Storm (1990-1991) with a monument to serve as perpetual tribute to those serving in the ongoing War on Terrorism. This memorial was designed to isolate those 18 who were the first to serve and then add (145) names of those who have or are serving as of May 2013. The design is such that names can be and will be added knowing that we will perhaps be waging an ongoing war on terrorism well into the future; be it domestic or international.

Shortly after these Monuments were unveiled, we had the pleasure of working with Fred Souza and his Committee which brought The Vietnam Moving Wall to Medway from May 30, 2013 to June 3, 2013 with an exceptional display on the grounds of the Medway VFW Post 1526. This undertaking generated numerous media attention and greatly contributed to the ongoing success of the yearlong celebration of Medway's 300th anniversary.

We closed out the year on Veterans Day Nov. 11, 2013 with a very successful luncheon at the Medway VFW Post. There were over 200 people in attendance for a catered turkey dinner along with remarks from various speakers, not the least of which was Medway's own retired Major General Steven N. Wickstrom (U.S. Army).

As indicated above, many entities contributed to our having a successful year but we would be remiss if we did not specifically thank the Medway 300 Committee for their logistical and financial support throughout this celebratory year.

Looking forward to serving your Community in the years to come, we submit this narrative.

Respectfully submitted,

The Memorial Committee

MEDWAY

2013 REPORT OF THE NORFOLK COUNTY MOSQUITO CONTROL DISTRICT

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

Surveillance

We are 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.

Virus Isolations in the town:	WNV in Culex pipiens/restuans complex	8/21/13
	WNV in Culiseta melanura	9/4/13
Requests for service:	295	

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.

Culverts cleared	0 culverts
Drainage ditches checked/hand cleaned	8,330 feet
Intensive hand clean/brushing*	630
Mechanical water management	0
Tires collected	0

** 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 disease control. An intensive monitoring program, aides in our decision to effectively target culprit locations.

Spring aerial larvicide applications	(April)	342.7 acres
Summer aerial larvicide applications	(May – August)	0 acres
Larval control - briquette & granular applications by hand		22.2 acres
Rain basin treatments – briquettes by hand (West Nile virus control)		208 basins
Abandoned/unopened pool or other manmade structures treated		0 briquets

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 rigorous 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	6,814 acres
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Respectfully submitted,

David A. Lawson, Director

Norfolk County Registry of Deeds

2013 Annual Report to the Town of Medway

William P. O'Donnell, Register

649 High St., Dedham, MA 02026

The Registry of Deeds is the principle office for real property records in Norfolk County. The Registry receives and records hundreds of thousands of documents each year, and is a basic resource for title examiners, mortgage lenders, municipalities, homeowners, and others with a need for land record information.

The Registry operates under the supervision of the elected Register, William P. O'Donnell. In over two hundred years of continuous operation, the Registry's objectives have remained the same; accuracy, reliability and accessibility for the residents, businesses and communities of Norfolk County.

In over two hundred years of continuous operation, the Registry's objectives have remained the same; to maintain the accuracy, reliability and accessibility of our communities land records for the residents and businesses of Norfolk County.

2013 Registry Achievements

- Register William P. O'Donnell and his staff continue to visit town halls, senior centers and civic groups across Norfolk County. Register O'Donnell held office hours at the Medway Town Hall on March 14th.
- The Registry of Deeds full service telephone and walk-in Customer Service and Copy Center continues to provide the residents and businesses of Norfolk County with quality real time customer assistance in all area of Registry operations.
- Electronic recording continues to expand with 31,639 documents recorded electronically and 7.26million in recording fees collected in 2013.
- The internet library of images accessible to the public through the Registry of Deeds online research system at www.norfolkdeeds.org continues to expand as all documents back to the first documents recorded in Norfolk County in 1793 are available for viewing.
- Multiple technological improvements were implemented in FY13 including ongoing upgrades to the registry server and the introduction of an improved Registry of Deed's website. The Registry's website www.norfolkdeeds.org is regularly updated and enhanced to include recent

news, resources for homeowners, real estate statistics, media information and answers to frequently asked questions.

- Improvements to the physical and structural appearance of the historic Registry Building continued with the installation of new central air conditioning throughout the facility and additional shelving units which will serve to meet the demands of future record book storage.
- Register O'Donnell hosted several free computer seminars at the Registry to provide hands on training to members of the public and trade groups on land record research using the Registry's new website technology.

Real estate activity in Medway, MA during 2013 saw increases in total sales and sales volume along with reductions in foreclosure activity.

There was a 14% decrease in documents recorded at the Norfolk County Registry of Deeds for the Town of Medway during 2013 at 3,277 which was 541 fewer documents than the 2012 total of 3,818.

The total volume of real estate sales in the Town of Medway during 2013 was \$74,309,082.00 which showed a 5% increase from 2012. The average sale price of deeds over \$1,000 (both residential and commercial properties) was up in Medway by 7% in 2013 at \$391,100.43 which showed a \$25,222.57 increase from 2012.

The number of mortgages recorded on Medway properties in 2013 was down by 23% from 2012 at 851 while total mortgage indebtedness increased by nearly 96% to \$488,621,226.00 during 2013.

There were 2 foreclosure deeds filed in Medway during 2013 which showed an 83% reduction in filings, while the number of notice to foreclose mortgage filings decreased to 10 notices in 2013 compared to 23 in 2012 which was 56% fewer notices.

Finally, homestead activity decreased in Medway during 2013 with 248 homesteads filed representing a 16% decrease from the 2012 total of 295.

The modernization and business improvements that have enhanced our ability to provide first rate customer service to residents and businesses of Norfolk County will continue. I have been and always will be committed to an efficient customer service oriented operation here at the Registry. It is a privilege to serve as your Register of Deeds.

Respectfully submitted by,

A handwritten signature in blue ink that reads "Bill O'Donnell". The signature is written in a cursive style with a large, stylized 'B' and 'O'.

William P. O'Donnell

Norfolk County Register of Deeds

PLANNING & ECONOMIC DEVELOPMENT BOARD

2013 ANNUAL REPORT

OVERVIEW – The mission of the Medway Planning and Economic Development Board (the Board) and Office is to develop policies, program initiatives and zoning provisions to guide the future development of Medway in ways that are consistent with the vision and values outlined in the 2009 Medway Master Plan. We do that by providing planning support, planning advisory services and coordination of town officials, boards, and committees on issues involving land use, zoning, economic development, affordable housing, open space and land preservation, land management, development/redevelopment, smart growth, sustainable development, and public transportation.

The Town's adoption of a Charter in the spring of 2008 resulted in an expansion of the Board's role to include **economic development**. To that end, we work to try to meet the mandate of the new charter and provide leadership to expand the Town's economic development efforts in partnership with the Medway Economic Development Committee whose members are appointed by the Board.

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 investment in Medway.

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), and rehabilitation projects in the Adaptive Use Overlay Districts (AUOD). The *Zoning Bylaw* also authorizes the Board to review and act on all applications for site plan approval.

The Town's Planning and Economic Development Coordinator is available for meetings with prospective developers, consultants, and residents as they consider development options for their property. The Board is available for informal/pre-application discussions with prospective developers; those are scheduled to occur during a regular Board meeting. The Office is also able to organize workshop sessions for developers to meet with Town of Medway department heads to discuss development projects on an informal, pre-application basis.

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 2013 election, Medway’s voters re-elected Karyl Spiller-Walsh and elected Matthew Hayes to serve three year terms through May 2016. Longstanding regular member Chan Rogers retired after many dedicated years of service to the Board. Following the 2013 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. During 2013, Richard Di Iulio joined the Board as an Associate Member.



Planning and Economic Development Board Members:

Rich Di Iulio, Karyl Spiller-Walsh, 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. During 2013, the Board held 42 regular and special meetings including joint meetings with other boards or committees. Included within those meetings were public hearings for proposed site plans, open space residential developments (OSRD), subdivisions, amendments/modifications to previously approved plans and decisions, and proposed amendments to the *Medway Zoning Bylaw*.

2013 KEY ACCOMPLISHMENTS

- Continued to amend the Medway Zoning Bylaw – The Board proposed and Town Meeting approved amendments to the Bylaw’s sign regulation and parking provisions. A temporary moratorium on medical marijuana treatment centers was approved. The boundaries of the Commercial IV zoning district were refined. Those amendments were certified by the Massachusetts Attorney General’s office in September 2013.

- Worked toward resolving street acceptance issues for the Claybrook II and The Meadows subdivisions. The May 2013 Town Meeting voted to accept Goldenrod Drive, Cardinal Circle, Wildebrook Road, First Colony Drive, and portions of Summit Road and Olde Surrey Lane
- Participated in effort to bring on-line permit applications to Medway

COLLABORATION – The Board continued its efforts to improve its communication and promote collaboration with other Town boards, committees and departments. Either a Board or staff member serves as a liaison to the following Town boards/committees - Community Preservation Committee, Design Review Committee, Conservation Commission, Board of Selectman, Economic Development Committee, Energy Committee, and the Open Space Committee. We also continue to work toward positive relations 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, and the Fire and Police Departments.

One activity of note was the inter-departmental effort among Planning, Public Services, the BOS and the Design Review Committee to develop a **Community Signage Project** for Medway. This has provided for the development of a coordinated signage program for signs for Town buildings and for various Gateway/Welcome to Medway Signs. The first was installed at Town Hall. Several more will be installed in spring 2014.



New Town Hall Sign

SUBDIVISIONS – In 2013, one application was filed for a “new” residential development.

- Definitive Subdivision Plan for Hill View Estates – 2 lot, private way subdivision located at 32R Hill Street

Another application was filed to modify a previously approved subdivision.

- Applegate Farm (Applegate Way) - 22 lots at the northeast corner of Coffee and Ellis Streets. Infrastructure construction continued. The applicant sought a modification to revise the plan to reflect changes to the stormwater drainage system.

The following provides a status report on previously approved subdivisions as of December 31, 2013.

- **Bay Oaks** (Dover Lane) – 4 lots at 104 Fisher Street approved in 2012. Roadway and infrastructure construction have not begun.
- **Daniels Wood II** (Daniels Road extension) – Roadway/infrastructure construction was completed and a house was constructed as planned.
- **Fox Run Farm** (Morningside Drive) – House construction began in earnest during 2013. This development is located off of the east side of Holliston Street. Four of the twelve units are affordable
- **Hartney Acres** (Newton Lane) – 8 lot subdivision east of Nobscott Road. House construction is completed.
- **Norwood Acres** (Trail Drive) – 2 lot subdivision off of the west side of Summer Street. Site clearance and infrastructure work began.
- **Pine Meadow II** (Pine Meadow Road/Lantern Lane) - 7 lot subdivision off of Fisher Street approved in 2005. Infrastructure construction is completed. The owners continue to await an improvement in the real estate market before house construction will commence.
- **Rolling Hills** (Harmony Lane) – 3 lot private way subdivision on the south side of Milford Street. No construction has occurred on the roadway or infrastructure.
- **25 Summer Street** (Summer Valley Lane) – 2 lot, private way subdivision on the west side of Summer Street. Construction work began on roadway and infrastructure.
- **Speroni Acres** (Little Tree and Rustic Roads) – The developer has not pursued any actions to modify the subdivision plan as recommended by the Board.
- **Village Estates** (Bedelia Lane) – 2 lot private way subdivision located off the north side of Village Street. No construction has occurred on the roadway or infrastructure.

During 2013, the Board reviewed four applications for **Subdivision Approval Not Required (ANR) Plans**. These were located at:

- 25 Main Street
- 73 Oakland Street
- 115 Holliston Street

- 257-265 Village Street
- Property between Holliston and Winthrop Street south of Fairway Lane

OPEN SPACE RESIDENTIAL DEVELOPMENTS (OSRD)

In May 2009, the Board issued an OSRD Special Permit and approved a Concept Plan for the proposed Williamsburg Condominium development, to consist of nine duplex buildings (for a total of 18 residential dwellings) located on a 13.86 acre site at 66A, 70, 70R and 72 West Street. Two of the 18 units are affordable. Site improvements include construction of a sixteen foot wide one-way private way/driveway approximately 1,134 foot long, 1,200 linear feet of interior sidewalks/pathways, connection to Town sewer and water services, associated stormwater drainage facilities, and 8.7 acres of permanently preserved open space to be accessible to the public with three designated visitor parking spaces. Site access and egress is from West Street. In September 2009, a new owner of the property filed the application for the required Definitive OSRD plan which includes detailed engineering. That plan was approved and construction commenced during 2010. The infrastructure is completed and construction continues on the dwelling units.



Duplexes at Williamsburg

Charles River Village - The prospective owner of property at 6 Neelon Lane submitted an application in August 2010 for an OSRD special permit on the proposed development of a 13 unit single family cottage style condominium community. The subject property abuts the Charles River and will include 4+ acres of open space accessible to the public and 2 “affordable” dwelling units. The Board approved an OSRD special permit in March 2011. That decision was appealed by an abutter to the project. During 2012, the lawsuit was withdrawn and the applicant filed for approval of the Definitive Plan which was subsequently approved. Infrastructure has been completed and home construction began during 2013.



First homes under construction at Charles River Village

ADULT RETIREMENT COMMUNITY PLANNED UNIT DEVELOPMENTS (ARCPUD) – *An ARCPUD is a planned residential development for residents 55 years of age and older. The Board approved two ARCPUD projects in 2007 and 2008 for a total of 205 dwelling units. However, neither one was constructed due to the economy. Both special permits have expired. During 2013, we learned that a new developer has entered into a purchase and sale agreement to acquire 51 acres on Winthrop and Lovering Streets with plans to submit an application in early 2014 for an 80 unit adult retirement community to be known as Millstone Village.*

SITE PLANS –The Board makes itself available for informal, site plan pre-application meetings with businesses and developers interested in developing, expanding, or opening a business in Medway. During 2013, the following site plan activity occurred:

Thayer Homestead, 2B Oak Street – Application filed and approved; construction commenced.



Addition to Thayer Homestead under construction

Lawrence Waste Services, 49 Alder Street (Medway 495 Business Park) – Construction was completed. The business is in and operating.



Lawrence Waste Services is open for business!

Tri Valley Commons, 72 Main Street – The Board conducted an extensive public hearing process for site plan approval for a 34,000 sq. ft. shopping center. The petitioner withdrew application, thus halting the review process. It is expected that a new developer will submit a site plan application to the Board during the first quarter of 2014.



Now Leasing sign at Tri Valley Commons

Cumberland Farms, 38 Summer Street – Extensive public hearing process for special permit and site plan approval for a convenience store and vehicular fueling facility. It is expected a decision will be issued during the first quarter of 2014.

Murphy Insurance, 131-133 Milford Street – Public hearing commenced on proposed modification to the previously approved site plan to add parking.

Starbucks at Medway Commons – Public hearing on proposed modification to previously approved site plan to authorize a drive-thru aisle and construction of a take-out window. Construction commenced in early 2014.



New Drive-Thru aisle and window at Starbucks at Medway Commons

ADAPTIVE USE OVERLAY DISTRICT (AUOD) SPECIAL PERMITS – An Adaptive Use Special Permit provides for the commercial and mixed use of residentially zoned property, in scale with the surrounding homes, on portions of Main Street/Route 109 between Mechanic Street and Elm Street and in the area around Medway Village. This special provision of the *Zoning Bylaw* encourages improvements to existing residentially zoned dwellings while promoting the highest and best use of these highly visible parcels. The goal is to facilitate economic investment and expand Medway’s tax base by allowing for the conversion of residential property to limited business uses.

During 2010, an Adaptive Use Overlay District special permit was issued for the redevelopment of the property at **146 Main Street**. The approved project was to include extensive reconstruction of the existing structure and the construction of an approximately 7,000 sq. ft addition to be used for professional office space. During 2011, the applicant submitted a plan modification to reduce the scope of work to focus primarily on the reconstruction of the existing structure. Construction occurred and was completed in 2013.



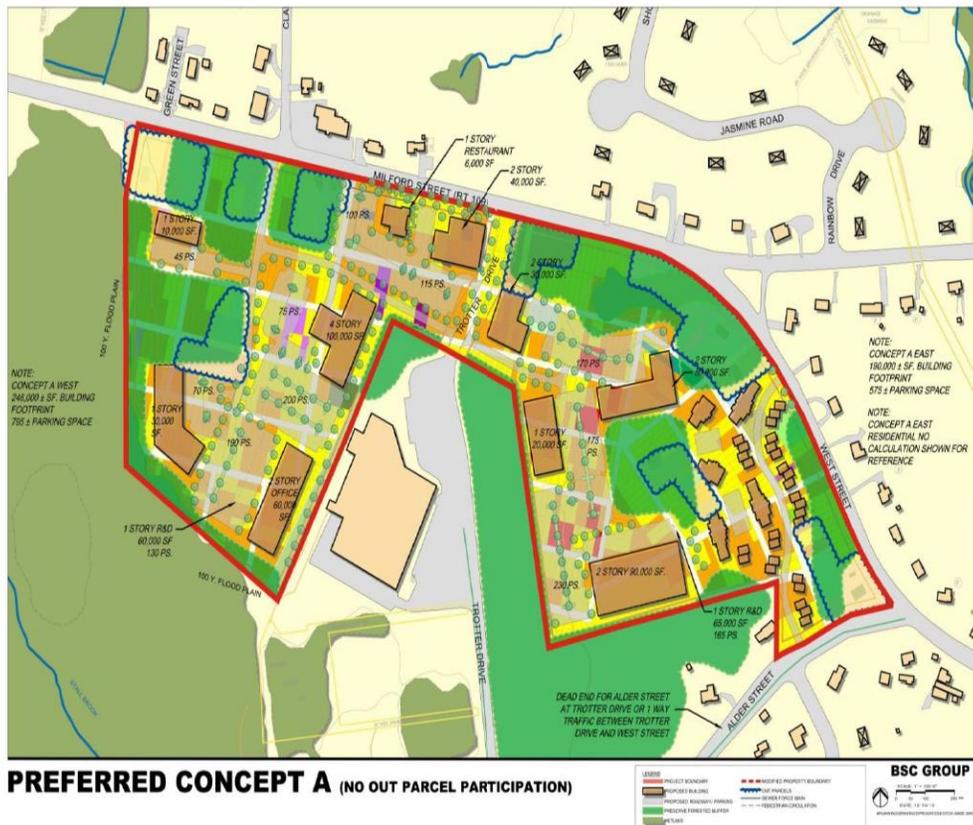
146 Main Street – Adaptive Use Overlay District – Steinhoff Building

STREET ACCEPTANCE –The Board and the Board of Selectmen have established a policy to accomplish street acceptance for at least one of the long-standing unaccepted subdivisions per year. During the early part of 2013, the focus was on the Claybrook II and The Meadows subdivisions. The streets in those subdivisions were accepted by Town Meeting in May 2013. During the second half of 2013, the Board directed its attention to the Mayland Woods subdivision and the Azalea Drive portion of the Green Acres/Willow Green subdivision.

SCENIC ROAD WORK PERMITS – Medway has designated 25 roadways as official Medway Scenic Roads. To protect the scenic/rural quality of these roadways, efforts are made to preserve the trees and stone walls that are located in the right of way of these Town streets. Whenever construction occurs on a scenic roadway that would result in the removal of trees or the destruction of stone walls that are located in the Town’s right of way, the Medway Planning & Economic Development Board and the Tree Warden are required to conduct a public hearing and issue a Scenic Road Work Permit. During 2013, there were no applications for scenic road work permits.

PLANNING INITIATIVES

- *The Town began a planning initiative to evaluate the Oak Grove/bottle cap lots area with funding support provided by Mass Development. The project was put on hold in April 2011 to conduct extensive title research on the backgrounds of the Oak Grove parcels. Title research continued through 2012. The feasibility study was completed in 2012 and a community briefing was held in 2013.*



- *Medway participated in a parking study conducted by the Metropolitan Area Planning Council (MAPC). A series of parking improvement recommendations were provided in December 2011 which were reviewed during 2012 and used to develop proposed amendments to the Medway Zoning Bylaw which were approved at the 2013 Annual Town Meeting.*
- *Medway was selected by the Metropolitan Area Planning Council to participate in the Local Energy Action Program which provided technical assistance to the Town in developing a comprehensive energy action plan which was completed during 2013. The plan laid the groundwork for the Town's participation in the SolarizeMass program during the late spring, summer and early fall of 2013 in which 39 residences and businesses contracted for solar installations.*

PERSONNEL – Medway's Planning and Economic Development office is staffed by Susy Affleck-Childs who works full time as the Planning and Economic Development Coordinator and by Administrative Assistant Fran Hutton Lee whose time is split between the Planning/ Economic Development office and the Building Department. Amy Sutherland serves as the Board's recording secretary to take notes and produce minutes of Board meetings.

Gino Carlucci, of PGC Associates in Franklin, is the Town's consulting planner. His help has been instrumental in assisting the Board to review commercial and residential development plans and to draft possible amendments to Medway Zoning Bylaw. He participates in various regional planning and economic development organizations including the 495 Partnership and chairs the Southwest Area sub-region of the Metropolitan Area Planning Council. Gino is a staunch advocate for Medway throughout the region and always represents us well.

Tetra Tech, based in Framingham, serves as the Town's engineering consultant. The Board is ably assisted by professional engineer Dave Pellegri and other specialized Tetra Tech staff with particular expertise in traffic engineering and stormwater management. Tetra Tech prepares technical engineering reviews for all development projects 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 Barbara Saint Andre of Petrini and Associates for her ready advice and assistance as we attempt to craft creative zoning initiatives and manage the legal details of subdivisions, special permits, performance security, and street acceptance. A high commitment to protecting the Town's best interests is inherent in all her work and we appreciate Barbara's diligence and care.

We sincerely appreciate Susy, Fran, Amy, Gino, Dave and Barbara for their steadfast service to Medway's Planning and Economic Development Board and office. They are a good team.

LOOKING TO 2014 - PRIORITIES

- Complete Street Acceptance for the Mayland Woods subdivision and the Azalea Drive portion of the Willow Green subdivision
- Continue efforts to improve the zoning bylaw to facilitate economic development and streamlined permitting
- Review and act on a revised site plan for a commercial development proposal at 72 Main Street/Tri Valley Commons
- Review and act on an application for an 80 unit adult retirement community development proposal
- Publish an updated zoning bylaw and map

CLOSING COMMENTS – Although it has continued to be a very challenging economic period for development, we believe Medway is on the cusp of some key development opportunities that will invigorate and excite the possibilities for future generations of Medway's residents.

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

We will continue to work toward a vision that establishes and promotes a more diversified tax base for Medway, thereby creating a more stable community for us to live in. 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 from which the current Planning and Economic Development Board works. 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, new parking provisions were approved that are more progressive and business friendly. Those bylaw changes are starting to bear fruit as reflected in the various developments described in this report.

I would like to recognize the hard work of the allied land-use committees with whom we collaborate - the Design Review Committee, Open Space Committee, Economic Development Committee and the Affordable Housing Committee and Trust. I encourage you to read their individual annual reports for highlights of their activities during 2013.

It has been my privilege and pleasure to serve Medway during 2013 with my fellow Board members Tom Gay, Chan Rogers, Karyl Spiller-Walsh, Bob Tucker, Matt Hayes and Rich Di Iulio. I admire their dedication and thank them for providing their time, talents and thoughtful perspectives. I especially want to thank Bob Tucker for his support and always being available to pitch in to run meetings when I wasn't able to participate.

On behalf of the full Board, I want to thank the citizens of Medway for electing us to guide the growth and development of this wonderful community we call HOME!

Respectfully submitted,

Andy Rodenhiser, Chairman

February 26, 2014

Report of the Energy Committee

The Medway Energy Committee is charged with investigating, studying, recommending, and advocating viable methods for achieving energy conservation and for using renewable sources of energy within the Town and Medway community.

This includes:

- Establishing energy inventories for the Town and setting goals for energy reductions.
- Assessing the scope of energy conservation and renewable energy use in Town buildings and vehicles.
- Recommending feasible projects for energy and water conservation and renewable energy use.
- Reviewing Town by-laws to promote energy and water conservation and renewable energy use.
- Educating and providing outreach to Medway citizens.
- Coordinating with various state, federal, and private agencies on energy and renewable issues.
- Advise and assist the Town and community to identify and apply for energy and conservation related grants and funding opportunities.

The Committee had a very successful year. Among our accomplishments:

- Developed and gained approval from the Board of Selectmen for the Town of Medway Local Energy Action Plan (LEAP), which presents a profile of energy consumption in Medway's municipal, residential, and commercial sectors, outlines recommended short and long-term energy goals and actions, lays out detailed action strategies to help guide energy stakeholders through key energy activities, and provides supporting materials and information used to develop the plan.
- Developed an Energy Education page on the Town of Medway website to give citizens and interested parties access to energy-related information and sources.
- Through the Solarize Medway program (created in conjunction with the Metropolitan Area Planning Council, to stimulate adoption of solar generation on residential and commercial buildings), helped 39 residents and business owners install more than 488 kilowatts of generating capacity on Medway rooftops that will save those ratepayers nearly \$1.6 million over the next 20 years.
- Continued on the "Greening of Medway" 5-year plan to reduce energy consumption and reduce carbon emissions and the Town's carbon footprint through the installation of energy-efficient equipment in Town and School facilities.
- Worked with the Planning and Economic Development Board to develop zoning bylaws and other regulations that encourage the use of energy efficient equipment and "green" materials in buildings, encourage the purchase of alternative-fuel vehicles and

construction of alternative fueling stations, and allow the development of ground-based solar generation arrays.

- Helped gain Town Meeting passage of FY 2014 Capital Budget funding to replace old inefficient Town vehicles with new energy efficient vehicles, as part of a long-term fleet improvement process.
- Worked with the Board of Selectmen to develop Electricity Net Metering agreement under which the Town teams with other communities to get lower rates for municipal and school electricity use through bulk-buying arrangements.

The Committee looks forward to working productively in 2014 with Town and School departments, and residents, in continuing Medway's progress in improving its use of energy.

Respectfully submitted,

Lawrence Ellsworth
Chairman, Medway Energy Committee

Town Report – CY 2013

VETERANS SERVICES DEPARTMENT

The mission of the district is to advocate on behalf of all the communities Veterans and their eligible dependents, to provide them with top quality support services in obtaining earned benefits and entitlements from Federal, State and local agencies.

Our Top Priorities:

- To work closely with each town departments with advice and assistance pertaining to veteran's issues.
- Provide direct emergency financial assistance to those veterans and their dependents that are in need.

The district operates 5 days a week and the staff is available to all veterans from the communities of the district. Satellite Office hours have been established in each community as an easier access to services.

Your Veterans' Agents provides information or assistance regarding benefits and services, including: G.I. Bill benefits; home purchases; tax exemptions; pensions; reemployment rights; civil service; burials; and adjudication of claims for federal veterans' benefits against the U.S. Department of Veterans Affairs (VA). As the Burial Agent for each community, we are accountable for the proper interment of the remains of any veteran or adult dependent of a veteran in accordance with current regulations by working with the communities Graves Officer to insure each town is in compliance with applicable general laws, regulations and policies

On-going goals:

- Consolidation of veterans records from each community to one location.
- Population of the district database
- Maximize the use of electronic media where practical and feasible

Demand for services such as: financial assistance; VA Benefit Claims assistance; VA Medical Benefits Information and general inquiries on both state and federal veteran's benefits continues on a steady increase. At many times the demands for services have exceeded the districts capability to respond or assist in a reasonable timeframe. The district was able to obtain a VA Work-Study, who was a huge asset in helping to reduce wait times for assistance. There were 2 commendable services that he performed:

- 1) Coordination in the installment of a ramp for a handicap veteran
- 2) Meeting the wishes of a 90 year old veteran that wanted to live her remaining life at a "Military" facility. Within 3 days of this request he had her housed in a VA Facility.

Without his direct involvement and perseverance, the results would have been different.

This year the district processed 48 requests for financial assistance under Chapter 115 M.G.L., totaling \$172,660.00 in benefits paid to eligible veterans and families.

There were over 90 requests for assistance in filing VA Claims ranging from: service connected disabilities; pensions and Dependents Indemnity Compensation. There were several claims that had been completed by the VA that direct assistance was provided to in early 2012. It is estimated that there is at least \$780,000.00 annually in VA benefits that go directly to veterans and widows in communities of the district.

On several occasions we were able to either reduce the amount of benefits paid or transition them over to other means of income, reducing the demand of the tax-payers' dollars.

A staff member participated in a Memorial Day or Veterans Day activity in each of the 4 communities. We had also assisted one community in the review of over 300 Discharges (a.k.a. DD214's) to verify eligibility for a newly erected Monument of those who served since 1990. The demand for services left very little opportunity to conduct any other significant outreach in the communities.

Respectfully submitted

JOHN T. GIVNER, Director, Veteran Services
MetroWest Veterans Services District

Report of the Superintendent of Schools

The Medway Public Schools district, in partnership with the community, creates a safe environment that supports the pursuit of excellence for all through learning. The school community provides equitable opportunities for all students to apply knowledge, develop talents and skills, think independently, work collaboratively, and become informed, responsible, and productive citizens.

EXPECTATIONS THAT SUPPORT STUDENT LEARNING

All educators will:

- Act upon the belief that, with appropriate supports, every student can achieve at high levels.
- Share responsibility for the learning of all students by actively collaborating with colleagues.
- Personalize and differentiate instruction to engage and challenge each learner.
- Model for students the core values of respect, perseverance, integrity, responsibility, and tolerance.
- Provide safe and supportive schools.

All students will:

- Exhibit the core values of respect, perseverance, integrity, responsibility, and tolerance.
- Be active and engaged members of the school community.
- Take appropriate risks and believe that hard work and persistence are the keys to successful learning.
- Collaborate with others to solve problems and accomplish goals

Parents will:

- Be supportive of and participate actively in PreK-12 school programs.
- Ensure that students come to school on-time, prepared, rested, and ready to learn.
- Partner with teachers to support their children's learning.
- Support their children's efforts to build skills as independent learners.

The community will:

- Provide resources to support a balanced program of academics, arts, athletics, and co-curricular programs.
- Support school and student learning partnerships with community businesses and organizations.

EXPECTED LEARNING OUTCOMES

All students will:

- Meet or exceed grade-level essential learning outcomes/content standards.
- Communicate effectively and appropriately, both orally and in writing.
- Define and solve complex social and academic problems independently and in teams.
- Use technology for communicating and learning.

Highlights of 2013

The Medway Public Schools continue to be classified as high-performing, based on aggregate performance on the 2013 MCAS assessments in grades 3-10. Medway High School and Medway Middle School both placed in the top 8% of districts state-wide. The district was also named by the College Board for the third consecutive year to the Advanced Placement Honor Roll.

The district welcomed Dr. Armand Pires to the role of director of curriculum, instruction, and assessment from his previous role as middle school principal. Cari Purchase moved from her previous middle school assistant role to become the interim principal, and Joseph Lampman joined the district as interim middle school assistant principal.

Major curriculum/instruction initiatives undertaken in 2013-2014 include the following:

- Medway High School increased Advanced Placement course options and added elective offerings.
- Medway Public Schools was named to the annual top 50 “Best Schools” list by *Boston Magazine*.
- Medway Middle School program improvements included:
 - Expanded Mandarin as a foreign language offering;
 - Expanded elective programs with focus on fine and performing arts;
 - Added “Project Lead the Way” pre-engineering electives.
- Medway Middle School repair project was completed early and under budget.

- Elementary grades were reconfigured: McGovern School became an early childhood center (grades PreK-1) and Burke/Memorial School was made a grade 2-4 school.
- Technology additions included installation of 120 projection systems K-8 and purchase of 125 iPads for elementary classrooms.
- Current student-to-computer/tablet ratio in the district improved to 2:1.

The school department and school committee remain committed to using available resources to provide the best possible quality of education for the students of Medway. We greatly appreciate the support of town boards, municipal officials, parents, and community members and look forward to continuing to work in partnership with all constituent groups to provide “excellence for all through learning.”

Respectfully submitted,

Judith A. Evans, Ed.D.

Superintendent

Medway High School

Medway High School enrolled 799 students in 2013-14. There were 219 members in the class of 2013, and 93% attended post-secondary education in the months following graduation.

The performing arts program in 2013 included a musical review in recognition of Medway300 Celebration and *Waiting for Godot* by Samuel Beckett. The production for Medway300 cast consisted of adults from our community, in addition to elementary and high school students. The songs and dances recalled different cultural eras in town during the past 300 years.

During 2013, band and chorus students auditioned for the Central District Senior Music Festival. Two were accepted, one from chorus and one from band. The student from band also received an All-State Recommendation and will be auditioning in January 2014. One student was also recognized in the Boston Globe Scholastic Art Awards.

In a release from the Massachusetts Department of Education, Medway High School earned the distinction of again being named to the College Board's 2013 AP District Honor Roll. MHS earned this recognition for continuing to expand access to the Advanced Placement (AP) curriculum and maintaining or improving the percent of students scoring 3 or higher. Medway is only one of three schools in the state to receive such recognition. In 2013, 241 Medway High school students took 16 different AP subject exams with a total of 530 total exams administered. This number of tested students represents almost 40% of eligible students (in grades 10-12).

A major focus this past year was to increase student enrollment in academic classes and electives and increase support for teachers as the district implements the Massachusetts Department of Education mandated educator evaluation process. These included:

- Increasing the number of credits in which students must enroll each year, resulting in enrollment increases in many classes, most notably wood tech, basic art, ceramics, and engineering.
- Changing the English curriculum for grade 12 to an elective program; seniors were required to take a single, six-credit English course (Either AP English or English IV).
- The addition of two additional AP courses (AP art history and AP US government and politics).
- Adjusting how physical education and some elective courses are scheduled, resulting in a 31% reduction in the number of students in studies.
- This reduction in studies allowed teachers to be available to meet once per 7-day cycle in small groups for the purpose of common planning.

- Altering the content-area leadership model by eliminating the position of five subject-specific department chairs in English, science, math, foreign language and social studies with two educational leaders in STEM (Science, Technology, Engineering, and Math) and Humanities (English, Social Studies, and Foreign Language). The change allowed the educational leaders to be in classes more often to support teachers and students.
- Full implementation of a LINKS program to support students with emotional disabilities. In doing so, we are able to support Medway High School students on-campus instead of sending them to out-of-district schools.

The Medway High School faculty and staff thanks the community for its continued support in making our school one of the best in the state of Massachusetts.

Respectfully submitted,

Dr. Douglas Dias

Principal

Middle School

Medway Middle School currently serves students in grades 5-8. Middle schools seek 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 an often tumultuous time in their development. In the end, the goal is to provide a strong middle level education experience that has provided students with the requisite skills to become independent learners.

Medway Middle School has continued to perform well on the Massachusetts MCAS assessments. Medway Middle School scored at the 93rd percentile of all middle schools in Massachusetts and has been identified as a Level 1 school by the Massachusetts Department of Elementary and Secondary Education. Through the efforts of the dedicated faculty and staff, Medway Middle School has met its annual Progress and Performance Index (PPI) goal for the fourth consecutive year.

This past year, the phased construction project that was generously support by the residents of the Town of Medway, the Massachusetts School Building Authority, and the Middle School Building Committee, was completed. This project has included improvements and upgrades to many systems. The ceramics lab, improvements made to the auditorium, and the relocation of the fitness center to a larger space has allowed our allied arts offerings to expand. The Middle School Building Committee,

chaired by Mr. Larry Muench, continues to meet to complete the Massachusetts School Building Authority requirements.

The students of Medway Middle School continue to benefit from increased access to technology. In April of last year, a language lab was installed in the third floor library. This lab has provided students studying a world language (French, Spanish, Mandarin) the opportunity to practice their verbal skills and gain specific feedback. The administrative team at the middle school continues to work closely with the director of technology to further enhance the educational experience of students through technology. This year, a mobile device study group was established to explore the benefits of integrating different mobile devices into instruction. The ten participating teachers have been provided five student devices and a teacher device in order to integrate technology daily. We will use the information gained from this pilot to inform our future technology decisions.

Finally, the Mandarin program that was initiated in the fall of 2012 has continued to provide students in grades 5-7 the opportunity to learn a non-western language. This year, we were also able to offer students in grades 7 and 8 an opportunity to participate in Project Lead the Way, a pre-engineering curriculum that follows the engineering process from design to product. This year, students participated in the automation and robotics course. We are looking forward to providing students the opportunity to participate in the design and modeling course next year.

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 Home and School Association, the Medway Foundation for Education, and the Medway community for their continued support.

Respectfully submitted,

Cari Perchase, C.A.G.S, M.Ed.

Interim Principal

Medway Elementary Schools

The elementary schools in Medway recently completed a grade reconfiguration. Currently, elementary school students in Medway are distributed between two schools: John D. McGovern and Burke-Memorial Elementary Schools. All of the children in the same grade are assigned to the same building. The John McGovern School offers integrated preschool classes five days per week. Morning and afternoon preschool sessions are offered. There are currently 40 students in the preschool programs.

There are six full-day classes and two half-day kindergarten classes serving 144 students. McGovern School also has eight first grade classes serving 159 students. Burke-Memorial School serves 523 children in grades two, three and four. The school houses 162 students in the second grade, 168 in the third grade and 193 in the fourth grade. There are eight second grade, eight third grade and nine fourth grade classes at Burke-Memorial School.

Preschool through grade four students participate in all state required content curriculum and special subject courses. English language arts, including reading, writing, speaking and listening, are taught daily, along with mathematics. The *Everyday Math* program is the core mathematics curriculum in the elementary grades. Science and social studies content is both integrated into the English language arts curriculum and taught as independent subjects. Third and fourth grade students receive hands-on science instruction by a science specialist two or three times a week respectively. All other elementary students receive science instruction from their classroom teacher. Children also receive weekly instruction in art, music and physical education. Elementary students visit the school libraries weekly. Technology instruction is integrated into the elementary classrooms. Additionally, each school houses at least one computer lab and offers a variety of electronic mobile devices including, iPads, laptops, netbooks and interactive projectors. All students in preschool through grade four participate in the *Open Circle Social Competency Program*.

Medway elementary teachers receive ongoing professional development in order to stay current with the state curriculum and other mandates. During the 2013-2014 school year, elementary teachers will receive training in the Massachusetts Curriculum Frameworks, the Writing Workshop Model, the new Educator Evaluation System, and the use of technology to enhance instruction. In addition, staff members are receiving professional training in bullying prevention, community service learning, and other various special education topics.

Support through the Medway Elementary Parent Teacher Organization (MEPTO) is an integral piece of the learning package. This year, MEPTO funds purchased almost 50 iPads for the elementary schools. Additionally, through fundraising activities, MEPTO offers many extra-curricular activities for the students including field trips, in-house enrichment programs, Junior Great Books, and community events. Medway's community education department offers other after school programs in homework help, mathematics enrichment, creative writing, study skills, art, music, theatre and sports.

Parent nights at the schools include open house and curriculum evenings, reading and math workshops and MCAS information sessions. Teas/coffees with the principal(s) are scheduled throughout the year. Orientation night/day events are held for students transitioning to McGovern or Memorial School. An additional welcoming event is offered to parents and students entering kindergarten.

The elementary schools' administration and school councils work together to keep lines of communication open among the 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 and reading support staff to help provide students with the best possible elementary education.

On behalf of the students and faculty at the Medway elementary schools, we wish to thank the community for their ongoing support.

Respectfully submitted,

Peggy Yanuskiewicz, Principal

John D. McGovern Elementary School

and

Amanda Luizzi, Principal

Burke/Memorial Elementary School

Special Education

Medway Special Education is continuing its focus towards remodeling programs and service delivery around a guiding philosophy of presumed competency and inclusion. To that end, we have adopted Thomas Hehir's phrasing as a vision for our work with students: **Minimize Impact; Maximize Participation, Independence and Achievement** --Thomas Hehir.

The least restrictive environment for some of our students is a specialized classroom within the school district rather than in an out of district placement. The district has continued to develop two programs: the MOVE program (Medway opportunities for vocational education) and LINKS (linking home, school, and community). The high school houses two programs (MOVE and LINKS), the middle school houses two programs (MOVE and LINKS), and the elementary school houses a LINKS program.

The second year of the administrative remodel of the special education leadership has yielded strong benefits. The special education administrative team, comprised of professionals with significant expertise in related services, preschool and behavior, intensive special needs and cognitive impairment, emotional disturbance, and autism, has been able to ensure that many students are able to receive

appropriate accommodations without being labelled as disabled. The over-reliance on special education to address challenges of typical students was highlighted in two program evaluations between 2011 and 2012. Regular education and special education teachers have responded in a tremendous and robust manner and the result is a 4% drop in students requiring an IEP to access the curriculum. These students are now successfully receiving curriculum accommodations in the regular education environment without having to be forever identified as disabled.

Another component of achieving the vision for students is to ensure that staff members are oriented to that vision and receive appropriate professional development. This year, professional development for teachers and paraprofessionals has included:

- crisis prevention intervention training
- safety care training
- data collection and student behavior
- behavior code training for paraprofessionals
- law, regulation and team meetings
- service delivery development
- supporting inclusive literacy environments for paraprofessionals
- social thinking/theory of mind training and curriculum development
- therapeutic crisis de-escalation
- advanced principles of ABA for the classroom

Medway continues to collaboratively implement processes and procedures to support the work teachers do with and for students. A unifying vision ensures that teams use a common lens in which decisions are made. In this way, we continue to work towards the goal that special education should be collaborative, inclusive and transparent.

Respectfully submitted,

Kathleen M. Bernklow

Director of Student Services

Athletic Department

The athletic department is an integral component of the four-year experience at Medway High School. The number of student athletes participating in our programs has been consistent over the past few years: close to 400 in the fall, 200 in the winter, and 350 in the spring. The mission statement of the

athletic department reflects the guiding philosophy of the high school: "The athletic department's mission, in partnership with community, is to foster an environment that encourages the pursuit of excellence for all through participation in sports. The athletic community strives to provide an atmosphere for students to learn life-long skills of teamwork, dedication, self-discipline and above all, sportsmanship. We encourage families to be active supporters of our teams' efforts by being positive role models that attend events to encourage all to compete to the best of their abilities. We also expect our supporters to be representatives of the Medway school department, displaying good sportsmanship and fostering a positive environment."

Medway High School competes against the following towns: Millis, Medfield, Dover/Sherborn, Westwood, Holliston, Hopkinton, Ashland, Bellingham and Norton. We also schedule some non-league contests with schools of similar characteristics.

This fall season proved to be a very successful one for most of our teams. The volleyball team qualified for post season play. Our girls' soccer team won the league title, and our boys' soccer team repeated as the south sectional champions, and once again made it all the way to the state final. Our cheerleading squad won the south regionals also and earned a bid to the states. The football team completed their winning season with a record of 7-4. Our golf team qualified for the tournament, and one of our golfers came in 3rd overall shooting a 72. The field hockey team continued their winning ways as they have done over the past few years. They advanced to the south sectional semi-final. Cross country saw an increase in the student athletes in the fourth year of the program.

The winter season has begun: the indoor track team has 52 boys and girls ready to compete; and our girl's ice hockey program continues to be part of a coop team with Ashland, Millis and Holliston. The parents continue to work hard together to raise funds that allow this self-funded program to continue to gain momentum. The team will compete in South Eastern Mass Girl's Ice Hockey League. The boy's hockey team is coming off two very successful years and hoping to repeat as a perennial power. Both of our boys and girls basketball programs continue to offer a solid team experience for all, although the number of girls has decreased and only two levels will be offered this year. The skill levels continue to improve and our teams should be very successful in the league this year as well. Our cheerleaders will continue to refine their routine in preparation for the league competition to be held in Medway in February. We also joined two other coops to increase the winter sports offerings: wrestling with Bellingham and swimming with Holliston.

The \$235 athletic fee, along with the gate receipts collected, helps to maintain the programs we offer. At this time, we are able to provide the following: Fall:

football (3 levels); girls volleyball (3 levels); girls soccer (3 levels); boys Soccer (3 levels); field hockey (2 levels); cheerleading (2 levels); golf (2 levels/coed); cross country/coed.

Winter: ice hockey (2 levels); boys basketball (3 levels); girls basketball (2 levels); cheerleading; indoor track (coed); girl ice hockey; wrestling (Bellingham); swimming (Holliston).

Spring: girls tennis (2 levels); boys tennis (2 levels); girls track (varsity only); boys track (varsity only); baseball (3 levels); girls softball (2 levels); boy's lacrosse (2 levels) and girls lacrosse (2 Levels); ultimate Frisbee (coed).

Respectfully submitted,

Robert Pearl

Athletic Director

Community Education

The Medway Public Schools Community Education Department is a self-sustaining program that provides educational and enrichment services to all citizens of Medway and to the residents of area towns all year long. By incorporating academic, vocational, career enrichment and a myriad of other courses, the department provides both educational and creative opportunities to people of all ages and ability levels. We are pleased to provide these valuable services as our program continues to grow and evolve. We offer more than one hundred programs each semester, with over twenty percent new programs this year.

We have made some changes to the seasonal brochures that are mailed to every home. Please look for this book with its many enhancements, including a new front cover page chosen from artists' submitted entries. We are seeking artists of all ages and skill level to submit their work to be featured on the cover of each brochure. With permission, a biography/story will be on a cover page highlighting the artist chosen.

We now offer summer programs for adults, as well as the many programs offered for children entering grades K-12. All participants enjoyed a very exciting, stimulating and cooling summer with enrichment programs, swimming lessons at the Franklin YMCA, a multitude of fitness/sports programs for all including: golf, tennis, Frisbee club, baseball, lacrosse, basketball, track & field, softball, field hockey, ice skating, Zumba, boot camp, water aerobics, and more. Our Summer Adventure program for children entering grades K-6 has been extended to full-day and half-day programs with an early and/or late day component in order to meet families' needs. We had many special events/guests journey to entertain and amaze our children with their talents from clowns, the Capron Park Zoomobile, science wizardry, storytellers, a World Champion Frisbee demonstration and hands-on show, and a magician.

Community education continues to provide intramural (after-school) programs, throughout the school year, at the Medway Middle, Memorial and McGovern schools. The community education department implements, oversees and, when necessary, financially supports these programs. These programs have grown tremendously in offerings and in participation. Thank you to the teachers who have given the time, expertise and creativity in providing these valuable programs to the children of Medway. We are so pleased to have added an after school private music lesson program for children in grades 5-12. This program offers students the opportunity to study their instrument with a professional specialist in a one-on-one setting. This program would not have been possible without the support of the Medway Friends of Performing Arts and Amanda Webster, High School Music Department teacher.

We are working closely with the Medway Community Farm to provide valuable programs for children and adults, opening the farm to all.

Driver's education continues to provide an excellent program for our high school students under the direction of the Driver Training Center.

We are so pleased to, once again, offer a limited number of tickets to the World Champion Red Sox games. We have great seats to two games this summer; on July 28th at third base and on August 21st behind home plate. Call our Office at 508-533-3222 option 4 for more information.

We are in our fifth year of our very successful Medway Day Care Center for staff members' families, and, as space allows, other local families. As director, I am so grateful to the wonderful, hardworking teaching staff on board. They are the backbone of this program. Their experience, care and dedication to the children have been of great comfort and gratification to the families we serve.

I have been re-appointed by the superintendent as the Department of Elementary and Secondary Education's Homeless Education Liaison. I work closely with the Medway House Shelter staff and residents in introducing new students to our district and in making sure their educational needs are met.

The community education department continues to offer a 15% discount to senior citizens on all our classes. We also continue to offer scholarships to citizens of Medway who are facing financial hardship, and we have seen a dramatic increase in this need.

I wish to thank all those who continue to help make the Community Education programs possible. We have always been very grateful to Dr. Judy Evans, Superintendent of Schools, and David Verdolino,

Assistant Superintendent of Schools, for all their support and guidance in helping our community education department to flourish. They are continuing in the tradition of maintaining a tremendous level of support to our department. The school committee has shown their dedication to maintaining the integrity of our department and its programs and for this the department is very grateful. Thank you to the administrators, teachers and secretaries at each of Medway's schools for their assistance on a daily basis. Thank you to the custodial staff for keeping the schools open and clean for our use after school and in the evening. A special thank you to all of our instructors who bring their own distinctive, creative and professional approach to our programs. Their expertise and enthusiasm are important ingredients to our success.

As always, it is a tremendous pleasure to provide enrichment programs for all. We thank the citizens of the town for their continued involvement, enrollment and input, all of which enable the community education department to continue to be a valuable resource to the residents of Medway.

Respectfully submitted,

Margery Monahan

Director

Medway Public Schools

Enrollment History

October 1

Grade	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
K	213	222	185	209	153	183	162	142	148	144
1	217	219	224	193	211	154	196	160	153	158
2	216	217	217	223	198	209	163	191	162	158
3	226	212	223	215	228	199	214	158	188	163
4	249	223	209	223	215	231	202	211	162	194
5										
Sub Total	1371	1093	1058	1063	1005	976	937	862	813	
5										
5	233	246	218	198	223	213	224	203	213	161
6	239	233	243	218	198	221	209	222	200	218
7	247	233	228	238	212	203	217	209	215	198
8	239	247	235	227	240	205	205	216	210	212
Sub Total	958	959	924	881	873	842	855	850	838	
9										
9	157	213	219	200	200	216	181	190	206	192
10	205	162	215	218	203	201	219	185	189	211
11	188	211	165	213	211	207	202	221	186	188
12	189	187	206	161	214	211	209	203	219	186
Sub Total	739	773	805	792	828	835	811	799	800	2383
EC & PreK										
EC & PreK	58	64	69	45	57	40	52	61	29	41
Home Ed										
Home Ed	15	20	14	21	12	13	14	12	12	8
TOTAL										
TOTAL	2891	2907	2870	2802	2775	2706	2669	2584	2492	2432

The Class of 2013

Christian James Albee	Jason M. Crosby
Lauren Teresa Anderson	Kevin Michael Culcasi
Jacob Matthew Attubato	Tyler Wesley Cummings
John Francis Aviza III	Meghan Marie Curran
Kaycee Alexandra Babineau	Jessica Ann D'Annibale
Michael John Barry	Nicholas D'Innocenzo
Daniel Matthew Beebe	Grant Miller Darst
Lillian Jane Benabou	Andrew Regan Dawson
David E. Bennett	Nicholas John DeCristoforo
Kevin Jerome Bergeron	Nina Rose DeFilippo
Lucas Isaac Bimberg	Olivia Marie DeToma
Brittany Jill Borkum	Yashoda Vikas Dhole
Julia Helen Bottone	Johnnie Lee Dickson
Zachary William Bourque	Thomas Alden Donohue
Lindsay Anne Boyle	Anna Lillian Donovan
Kayla Brodeur	Emily Rose Doucet
Eve Elizabeth Buchhalter	Michelle Louise Doucette
Derek Christopher Buckley	Jason Sean Paul Dunston
Jessie O. Burgett	Jessica Lee Eklund
Kelly Loretta Burke	Erica Ann Eustis
Emily C. Butler	Morgan Brooks Feddersen
Ashley Lauren Campbell	Robert Charles Fontecchio
Jessica Clark Carignan	Cameron Tage Fulco
Nicole Rose Carroll	Alexander Joseph Gagnon
Samantha Jean Carroll	Christopher Patrick Galliher
Ryan Michael Casey	Jayel Michelle Gervais
Julia MacKenzie Cassidy	Bradley Alexander Graham
Kathleen Elizabeth Cassidy	Kara Michelle Graney
Tara Elise Catuna	Raven Zella Nickerson Gray
Grace Marie Cenedella	Brandon William Greene
Caroline Margaret Centola	Samantha Elizabeth Griglack
Anthony Joseph Champney	Paul Stefan Guarino
Lindsay Claire Chapin	Travis James Guillette
David Charloff	John Connor Guiou
Gina C. Chesmore	Sarah Lynn Hagan
Matthew Ian Coakley	Christopher Michael Hamblin
Aaron Morais Coletti	Kyra Rose Hankin
Kimberly Angel Collari	Alexandra Rose Harrington
Jacquelyn Diane Collins	Alison Elizabeth Hart
Kelsey Lee Condon	Meghan Jane Healey
Samantha Rose Conroy	Christopher John Heineman
Kayla Brianna Corshia	Matthew Thomas Hevey
Jennifer Leigh Costello	Jessica Marie Hill
Stephen Michael Costello	Madison Randall Holland

Eric Anthony Hollander	Christopher Milien
Sarah Elisabeth Hope	Nicholas C. Mirageas
Paula Howard	Patrick James Monaghan
Benjamin Michael Irr	William Monahan
Kimberly Elizabeth Johnson	Bryan William Moore
Lindsey Alayna Judson	Amanda M. Morell
Wesley Alan Jursek	Haley Anne Morgan
Emma Therese Kaeli	Delaney N. Morrissey
Bradley Russell Kaplan	Dana Lyn Mott
Mackenzie Josephine Karp	Taylor Michelle Mullins
Bradley Royce Kideckel	Jillian M. Murphy
Andrew David Kilmer	Michael Andrew Narducci Jr.
Jack Michael Kilty	Tara Marie Nelson
Caitlynd Harper King	Jean Elizabeth Nigro
Timothy Richard King	Daniel Francis O'Connor
Ryan Kingsbury	John L. O'Rourke
Nicole Marie Kirby	Kaitlin Lorraine O'Sullivan
Brian Michael Kokoszka	Charlotte Emily Ochs
Jordan Mason Krozy	Seth M. Overhoff
Matthew Stover Lamson	Matthew Hazard Ozzella
Nicholas Brady Langille	Hannah Marie Park
Emily Louise Leader	Dipen M. Patel
Jennifer Elaine Legee	Philip Domenic Patti
Jason Paul Leland	Amber Mary Paturzo
Joshua Michael Lobisser	Andrew Kenneth Pearson
Alexa Noelle Lowey	Benjamin James Perry
Benjamin Douglas Mahanna	Sean McDowell Peters
Meghan Katherine Mandino	William Richard Phipps
Colby Elise Marchetti	Alyson Beth Pisarczyk
Drew Stephen Marchione	Christopher Mark Potter
Kurt Alan Marcinkiewicz	Bryan Jay Power
Hayley Burke Marsh	Raquel Marissa Pozsgai
Michael Robert Martin	Kayla Raschele Presswood
Alexander Hayden Mazerolle	Cato Hawkins Prince
Bryan R. McDonald	Taylor Matthew Quinn
Eugene Michael McGlynn Jr.	Allison Lindsay Rafal
Molly Anne McGoldrick	Eric Thomas Ravinal
Samantha Faith McIntosh	Victoria Carol Reagan
Kaitlin A. McKenna	Marco Rego
Courtney Taylor McKenzie	Meredith Bailey Reynolds
Thomas William McMahan	Erin Ann Rice
Amanda Veronica McNally	Nathaniel P. Rice
Erin McNulty	Taylor Kathryn Rice
Kaleigh Rose McRoberts	Stephen Daniel Richards
Daniel Ryan Messina	Erin Roach
Ethan Francis Mick	Lauren Nicole Rojee

Robert Rorke
Samantha Lee Rossi
Alisha J. Ruddock
Jordan MacKenzie Russo
John Allan Ryder
Fahad Ibrahim Saifullah
Bradley Maxwell Sanderson
Kyle Sansone
Matthew Saporetti
Robert Ronald Schindler
John G. Schroeder
Carter A. Sigl
Michael Robert Signore
Shane Smith
Molly Yiwen Souza
Christina Nicole Spinazola
Erica Sets Staley
Michael Paul Stornanti
Georgiana Terzoglou
Kendall Leigh Thomas
Jonathan Tobin
Ashley Nicole Toothaker
Amanda Kay Trainor
Joshua Richard Tranfaglia
Gerard Thomas Travers
Gladys Maricela Tufino
Nicole Marie Twamley
Erin Elizabeth Verni
Louis Vertullo
Joseph T. Vitale
Kimberly Vokes
Leah Marie Wadlinger
Zachary David Walker
Christopher Wesley Walsh
Ross Walton
Isabel Beatrice Westcott
Brian Whalen
Megan Whalen
John Whyte
Matthew Wilkinson
Kenneth Wood
Alexis Marie Zajac



TRI-COUNTY REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

ANNUAL REPORT - 2012

The School Committee reorganized in July of 2012, and re-elected Jonathan Dowse from Sherborn as its Chair, Robert Wilkinson from Plainville as its Vice Chair, and Donna Cabibbo from Millis 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.

In these difficult economic times, the vocational and civic skills of our students are extremely helpful when plumbing, carpentry, electrical and other programs work on public sector buildings and projects to save our 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.

The academic skills are visible in our students' achievements such as hosting the state-wide Vocational Mathematics Competition, participating with MIT in the NASA HUNCH (High School Students United with NASA to Create Hardware) program or scoring well in the High Schools That Work Assessment. Their academic skills are also evident when all students have passed MCAS since 2005 or when 67% of the graduating class continues on to further education.

Their citizenship skills are also to be observed throughout the member towns as each one performs his/her annual mandatory community service. 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. We were especially proud to be honored for excellence in energy and environmental education at the State House.

Recognition belongs not only to Tri-County's students and staff but to its School Committee as well. Through the ongoing efforts of various subcommittees, the Tri-County School Committee has been able to accomplish several significant milestones. Planning continues for Tri-County's Science Lab renovation project due to begin summer of 2013. In addition, and most impressively, with the guidance of the School Committee, Tri-County has been able to operate school on a required minimum contribution budget. In other words, for the last five years, Tri-County has not asked member towns to contribute anything more

than what the State has determined each town must contribute for the education of its students at Tri-County. The Committee recognizes the economic stress prevalent in our member towns and works collaboratively for the betterment of all.

Graduation

Two hundred twenty-three students graduated in a notable afternoon ceremony on Sunday, June 9, 2013. Superintendent-Director, Stephen Dockray, presided over the ceremony. School Committee Chair, Jonathan Dowse, and School Committee member, Steven Trask, presented diplomas to the graduates. Adele Sands, Director of Student Services, presented scholarships and awards to deserving seniors. The grand total of scholarships and awards for the class of 2013 was \$822,000.

Guidance & Special Education Services

In September, 2012, Tri-County welcomed 1019 students to the new school year. The respective number of students from member towns was as follows: Franklin – 229, Medfield – 10, Medway – 65, Millis – 26, Norfolk – 44, North Attleborough – 264, Plainville – 102, Seekonk – 69, Sherborn – 3, Walpole – 60, and Wrentham – 61.

During the 2012-2013 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.

In 2013 Tri-County was once again in the Circle of Champions by *Your Plan For The Future*. Tri-County earned this distinction by performing in the top ten percent of Massachusetts high schools that engaged students and parents through *Your Plan for The Future* during the 2012-13 school year. Tri-County's counselors, faculty, and staff were recognized for helping students better prepare for college and careers.

Tri-County hosted Career Days for Grade 8 students from the regional districts. The Guidance department, with assistance of personnel from the Massachusetts Educational Financing Authority (MEFA), presented programs on college preparation.

The Special Education department has been working diligently to develop a more comprehensive service delivery structure. General education and special education faculty have met together for professional development in order to establish new methods of instruction, including co-teaching. Other professional development included transition planning, Functional Behavior Assessments and Behavior Support Plans, data collection for Response to Intervention, and Educational assessments. The special education

department also completed its 6-year Coordinated Program Review and has submitted progress reports to the Department of Elementary and Secondary Education.

The Special Education Parent Advisory Council met monthly on a variety of topics. In November the SEPAC approved their new bylaws. Parent workshops included presentations on anxiety, adaptive driving, and central auditory processing disorders.

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. The initiatives implemented through *High Schools That Work* allow Tri-County to be recognized as a forerunner in vocational education. 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.

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.

56 seniors from the Class of 2013 were awarded John and Abigail Adams Scholarships. These scholarships are awarded to students who achieve two advanced scores or one advanced and one proficient score on the Grade 10 English Language Arts, Mathematics, and Biology MCAS exams.

In the spirit of continuous improvement, Tri-County brought in EdTechTeacher four times this year in an effort to bring 21st century skills to our teachers. All Academic and many of our Vocational teachers spent a full professional development day learning how to improve technology use in their classrooms. SMART Board training started each of the four workshops and then in depth instruction on how to incorporate all the useful components of technology within SMART Board use was covered. Teachers also practiced using the CPS Clickers and Document Camera during this workshop. At the conclusion of each day, teachers were given the opportunity to design a lesson incorporating at least one new idea they learned from the EdTechTeacher workshop. Teachers enjoyed learning how to embed video into their powerpoints, use of Animoto, class DoJo, and many other types of interactive learning were some of the favorite parts of the workshop that many teachers now use on a regular basis.

In an effort to successfully transition to the new Common Core State Standards (CCSS), Tri-County continued to train teachers in rewriting current curriculums using the Understanding by Design (UbD) model. Teachers were trained in groups with other members of their department in History, Science, Math, and English. Two sets of three day workshops were offered and teachers were able to “unpack” the standards, learn the benefits of UbD writing, practice in academic teams, and upon completion of the three day workshop, each group produced one unit for their department. Curriculum work continues this summer to rewrite more units with the UbD concept. Teachers are writing units based on Curriculum

Maps they wrote this year in an effort to not only transition to CCSS, but also to better prepare students for the transition to the PARCC exam from MCAS.

Another area of recognition was the local Voice of Democracy Contest. The Voice of Democracy Contest was created in 1947 to foster patriotism by allowing students in grades 9 through 12 to voice their opinions on an annual theme. Many of our local students participated by composing essays, stories, and scripts based on a theme. In November 2012, three Tri-County students were chosen as local winners of the VFW Post 3402 Voice of Democracy Contest based on recordings of their essay scripts addressing the theme, "Is the Constitution still relevant?" All three students moved on from the local competition to districts and finished in 2nd, 3rd, and 4th place.

Finally, Tri-County continued its leadership efforts within the vocational math community by hosting the Sixteenth Annual Vocational Mathematics Competition in the Kenneth Custy Gymnasium with over 25 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 team placed first in the competition and was able to bring the trophy back to Tri-County after coming in third last year.

Vocational Technical Programs

Students in the Vocational Technical Programs experienced many successes, both school wide, and in their individual career areas. The grade 10 students from every vocational program completed the 10-hour OSHA training program in November. The training included interactive, specialized training in construction and general industry health and safety standards. All students passed the required exam and received a 10-hour OSHA card.

Tri-County students again achieved success at the State Skills USA Competition. A team of Medical Careers students designed a program to educate students about the dangers of driving while under the influence of alcohol or drugs. The team competed in the Career Pathways Showcase event by presenting their program and won a gold medal. They then traveled to Kansas City to represent Tri-County at the Skills USA national competition. Another team of students from Tri-County achieved a gold medal in the Job Skills Demonstration Competition and they too competed at the National Skills USA competition this past June.

Tri-County again received a grant from the U.S. Army to help fund the Robotics Team. The EMC Corporation also sponsored our Robotics team. The Robotics team, named "Tri Force" was busy this year competing at the *FIRST Robotics* Competition in April at Boston University, at the *Beantown Blitz* Competition at Northeastern University, and at the WPI Robotics Competition.

The CIS students competed at Bristol Community College and came away with many medals and awards in their respective computer literacy categories.

Auto Collision Repair: Students in the Auto Collision Repair program continued to serve the needs of the community and the Tri-County District by repairing vehicles under the supervision of their instructors. This past year the students restored a 1964 *Sicard snow blower* for the town of Sherborn. Students participated in field trips to emphasize the diverse career opportunities for students pursuing a career in this field. In preparation for the school year 2012-2013, the students prepared an estimate to repair a 1999 Jaguar for the Medway Senior Center. We are proud that the Auto Collision Program met all standards for continued NATEF Certification at the mid-cycle review.

Auto Technology: Auto Technology continued to maintain school vehicles, and repaired and serviced cars, trucks and motorcycles owned by residents in the eleven-town district. Students participated in the AYES shadowing program by observing employees in local auto repair shops, to learn the many aspects of the career. Through Tri-County's affiliation with AYES, two 2012 Volkswagen Passats were donated to the program and will be used by students to perform problem solving diagnostics and repair.

Both Collision Repair and Auto Technology continue to be ASE Certified from the National Automotive Technicians Education Foundation. This nationally recognized certification is considered to be the highest achievement known in the Automotive Industry.

Carpentry: The Carpentry students were busy working at several outside community projects this past year. Students built a footbridge for the Franklin DPW and constructed picnic tables for the Franklin Fire Department. The students in our Carpentry program also built 25 signs for the WWII Memorial Park in North Attleboro as well as 2 display cases for the Sherborn Fire Department. Many seniors received their pre-apprenticeship cards through the Massachusetts Division of Apprenticeship Training. The cards were issued to students who successfully completed all requirements for graduation from a Chapter 74 approved Carpentry program and achieved at least a 3.0 GPA.

Computer Information Systems: Students in the CIS Program again successfully completed many certification exams, such as MOS, IC and A+. The CIS students also partnered with the Engineering students on the Robotics Team, developing the computer codes to allow the robot to function.

Construction Craft Laborer: The program, now in its fourth year, graduated thirteen students. Six graduates of the program will begin the apprenticeship program at the NELTA Training Center in Hopkinton this summer. Grade eleven students received Hazard Communication Training and received a certificate of successful completion. Also, all students enrolled in the Construction Craft laborer Program continued to build the outside classroom at the site of the former Tri-County tennis courts.

Cosmetology: The Cosmetology Program continues to operate a full service hair and nail salon for members of the eleven towns in our district. Several Senior Citizen groups enjoyed hair and nail services by the grade 11 and 12 Cosmetology students. The students traveled to Assisted Living Centers in district communities to provide services to the residents. They also participated in Teacher Appreciation Week at an elementary school in Plainville where they offered manicures to the teachers. The grade 9 and grade 10 students welcomed many guest speakers to promote various career opportunities for both men and women in the beauty industry. The grade 12 students once again were successful in passing the Massachusetts Board of Cosmetology exam and are gainfully employed in salons.

Culinary Arts: Gerry's Place Restaurant and Bake Shop continue to offer lunch and baked goods to the public, Tuesdays through Fridays, when school is in session. Many senior citizen groups enjoy lunch at Gerry's Place Restaurant during the school year. Students attended field trips at a variety of venues to learn about the diverse career opportunities in the food and hospitality industry. Students in the Culinary Arts Program received their certification in Serve Safe, OSHA, as well as meeting all standards set forth by the American Culinary Foundation.

Dental Assisting: Students in Dental Assisting took the DANB Infection Control Exam and the Radiography Exam this past year as a requirement of the curriculum. The students in the Dental Assisting Program also volunteered to assist at the Community Health Day in Walpole. Students in grades 11 and 12 participated in a required clinical practicum at local dental offices. Grade 9 and grade 11 students participated in professional development seminars at the Yankee Dental Conference in Boston January 2013.

Early Childhood Careers: The Preschool Program and the Toddler Program were again fully enrolled, serving children from our sending towns. The students participated in a required field placement at local child care centers and public kindergarten classrooms to expand their experiences working with young children. Along with certifications in CPR, First Aid and OSHA, students in Early Childhood Careers achieved certificates for successful completion of the *Strengthening Families* workshop. Graduates of the Early Childhood Careers Program continue to pursue careers in the field of education by becoming gainfully employed in private centers immediately upon graduation or attending a four year college in order to teach in public schools.

Electrical: Students in the Electrical Program are learning all aspects of both residential and industrial application. The grade 9 and grade 10 Electrical students practice their skills in the vocational shop. Juniors and seniors in the program work on live projects in the Tri-County school building and in outside projects. Students also gain valuable training in renewable and sustainable technology by practicing installation and monitoring energy conservation at the photovoltaic PV system which was constructed on the Tri-County grounds. Students prepare for the State Journeyman license examination as they successfully complete both the theoretical and shop aspects of the program. Students will accrue up to 300 hours of Electrical Code instruction and 1,500 hours of practical application toward their license requirements upon graduation.

Engineering Technology: The Engineering Technology Program incorporates Digital Electronics, Introduction to Engineering Design, Principles of Engineering, Computer Integrated Machining, and Architectural Design into their curriculum. With Project Lead the Way Certification, the students are able to transfer their skills from Tri-County to many PLTW affiliated colleges upon graduation. The Engineering Robotics team, known as the Tri-Force Robotics Team, competed once again in the *FIRST Robotics* Competition held at Boston University, in the *Beantown Blitz* Competition, held at Northeastern University, and at the WPI Robotics Competition. The Tri-County engineering students were also chosen as one of only twenty four high school teams to design research for the International Space Station. The competition included a simulation and ground contest where the teams tested algorithms for the SPHERES satellites to accomplish tasks relevant to future space missions. In fact, this past April, six students traveled to NASA in Houston, where they tested their prototype aboard the zero gravity aircraft.

Facilities Management: Students in the Facilities Management Program gained skills in the many aspects of managing and maintaining a large industrial complex. They are required to take a CAD course in order to read and interpret blueprints, and perform important maintenance here at the school. They gained experience in renovating classrooms, replacing ceiling tiles, and performing landscaping projects on Tri-County school grounds.

Graphic Communications: The Graphic Communications students continued to provide design and print services for Tri-County as well as for in-district municipalities. Projects included the Town of Plainville letterhead stationery and the Medfield Public Schools school forms. The Graphic Communications students also created a logo design for the town of Seekonk. They continued to provide services to other non-profit organizations in the eleven town district, including printing the monthly newsletter for the Franklin Senior Center. Design, pre-press, and printing skills are honed by students enrolled in this program. State of the art technology is used to enable students to be competitive as they pursue careers in this high demand industry.

HVAC&R: Students are trained in all aspects of heating, cooling and ventilation of both residential and commercial buildings. Students took the EPA 608 certification exam as an integral part of the curriculum this past school year. With this certification, graduates from the HVAC&R program will be well prepared for high paying employment and further education. Students who complete 2,000 hours as a refrigeration apprentice and achieve a trade certificate upon graduation may sit for the Refrigeration Technician's license exam.

Medical Careers: Once again, all students in the Medical Careers program passed the Certified Nursing Assistant state examination at the end of their junior year. They also received Home Health Aide certification at the end of their senior year. Students also successfully completed the Pharmacy Technician on-line course during their senior year. The grade 10 students received Epi-pen training leading to a certificate. All students in the program were trained in medical office technology skills as well as basic healthcare knowledge. Tri-County continued to enjoy a partnership with HMEA (Horace Mann Educational Associates) this past year, which allowed the students to gain experience working with developmentally delayed young adults. Students also participated in a clinical practicum at local skilled nursing centers and hospitals. The students who graduate from this program have many career opportunities in the highly competitive health field.

Metal Fabrication: The Metal Fabrication Program is now in its third year. Students in grade 10 have received many AWS certifications, including GMAW-V, GMAW-O, GTAW-ST and GTAW-SS. Students will also learn the fundamentals of metal fabrication and joining processes. State of the art welding equipment allows students to become adept at oxy-acetylene, shielded metal arc, gas metal arc, flux core arc, and gas tungsten welding processes. Students are also being trained in the fundamentals of forming metals, and performing cutting operations.

Plumbing: The Plumbing students practiced their skills in residential and commercial plumbing in the shop. Tri-County continues to have an articulation agreement with the Plumbers and Pipe Fitters Local Union 4 that allows our students the opportunity for advanced placement in the apprenticeship training program. The Plumbing students in grade 11 completed the Tier I Plumbing course and the seniors

completed Tier II. Students in the Plumbing program worked closely with the Director of Facilities to install new state of the art eye wash stations in every vocational program this past year.

Continuing Education

Tri-County offers both Postsecondary and Adult Education courses through its Continuing 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.

Post-secondary programs available on either a day or evening schedule include both, Cosmetology and Practical Nursing. Additional postsecondary courses available with an evening schedule include Aesthetics, Manicuring and Certified Nursing Assistant programs. Tri-County's postsecondary programs were recently granted accreditation by the Commission of the Council on Occupational Education. 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 one-third 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 Day Cosmetology: There were fourteen graduates from the Adult Day Cosmetology program in 2013. Tri-County students once again were successful competing in SkillsUSA sending students to the national competition. The Adult Day Cosmetology program is a full-time program that follows the high school calendar and runs from September to June. All phases of cosmetology are introduced the first half of the year. 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 Continuing Education office at Tri-County.

Evening Cosmetology: In June 2013, seven students from the Evening Cosmetology program participated in the postsecondary graduation exercises held on Friday evening June 21. The program's curriculum mirrors the day program in content but is spread out in more sessions due to the limited hours at night. This program also provides its students with the 1000 mandated hours and prepares the students to pass the licensing exam. This is still a one-year program that begins in September and runs until the end of June. Classes are held Monday thru Friday evenings from 5:00 to 10:30 p.m.

Adult Day Practical Nursing: Graduating 26 students in 2013 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 January. Details are available by contacting the Practical Nursing office at Tri-County.

Adult Evening Practical Nursing: Tri-County's two year evening program is graduated 15 students this past June with a new class beginning the program in September 2013. The evening Practical Nursing program is a part-time, two-year 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.

Adult Education Program: The evening Adult Education program at Tri-County consists of more than 90 different courses which are offered in the fall and spring semesters. Registration for fall courses takes place during August and September. Registration for spring courses takes place in January and February. Continuing Education course information can be found in brochures available to the public via direct mail and local newspapers. Continuing Education program information is also included on the Tri-County RVTHS website at <http://www.tri-county.tc>, or by calling the Continuing Education office.

Student Activities (excluding SkillsUSA)

National Honor Society: The Peter H. Rickard Chapter of Tri-County inducted 12 new members on October 17, 2012 raising the number of members to 26 for the 2012-2013 school year. These students participated in many fund-raising and community service activities during the year. Among these activities were campaigns for Pennies for Patients and Cradles to Crayons. NHS members organized these drives, which the entire student body participated, collecting clothing for Teens for Jeans, raising money for the Leukemia Society and collecting school supplies for local disadvantaged children.

On Tuesday, April 23, the National Honor Society hosted the annual "Leadership Breakfast" honoring Tri-County students who have served in various leadership roles, both elected and appointed during the school year. On Wednesday, May 29 NHS activities culminated with the organization and presentation of Tri-County's twenty first Honors Night held in the Kenneth Custy Gymnasium.

Student Government

Student Advisory Committee: The student body elected seven students to membership on the Student Advisory Committee. The principal appointed one of these elected members to attend the monthly school committee meetings, where he reported on student concerns and activities. Students from this group also served on the Tri-County School Council. Three others served on the High Schools That Work Site Committee. These seven students also served as ex officio members of the Student Council. The student body elected two students to represent Tri-County on the Regional State Student Advisory Committee. These students met once a month at Assabet Valley Regional Technical High School with students from other schools in the Central Massachusetts region.

Class Officers: The sophomore, junior and senior classes elected a President, Vice-President, Secretary, and Treasurer for their respective classes for the new school year. The freshman class elected officers in January after their last exploratory. Under the supervision of the Class Advisors, officers scheduled, organized and conducted monthly after-school meetings to plan activities which included the Freshman Class Trip, Freshman/Sophomore Semi-Formal, the Junior/Senior Prom and the Senior Week activities. The class officers heard and communicated students' ideas to the Student Advisory Committee, and also served as ex-officio members of the Student Council.

Student Council: Each class elected four representatives to the Student Council. These students, along with the class officers and Student Advisory Committee members, served as the overall student governing body committed to the principle of student government. The group met weekly after school, and discussed issues and activities affecting the student body. The Student Council served as a liaison between the student body and the school administration. They provided a means for student statement in school affairs. Under the supervision of the Student Council Advisors, this group was also accountable for conducting and ensuring fair elections for Class Officers, the Student Advisory Committee, and the at-large Student Council membership. The Student Council served as leaders for the student body, sponsoring and organizing social activities which included Freshman Orientation in August, assisting the Athletic Director in planning Homecoming in November and sponsoring the many Spirit Week activities and working on the Tri-County vegetable garden. In addition, the Student Council planned and coordinated civic, social, fundraising, and community service activities, provided input to the administration on student handbook revisions and acknowledged administrators and teachers throughout the school year.

Extra-Curricular Activities

There are 10 extra-curricular activities at Tri-County. This past year, the T.C. Green Club was added in order to provide students with the opportunity to participate in activities which revolve around recycling initiatives and sustainable food production. All of the clubs provided students with after school opportunities to explore and enjoy various interests. Tri-County worked to provide a myriad of opportunities for all students during the extended week day and many weekends. The Drama Club performed *Romeo and Juliet*, allowing students to showcase their acting talents; and the Music Club offered students who play instruments a chance to share their abilities. Additionally, the Math Club and Robotics Club participated in interscholastic competitions where students put both their academic and vocational experience to the test.

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. Tri-County continues to prepare students as good citizens and this is witnessed through the actions of individual accomplishment of students through the mandated community service graduation requirement, as well as community service projects organized through a number of extra-curricular organizations. In addition to participating in the annual *Holiday Gift Drive*, Tri-County sponsored its first electronics recycling day on Earth Day. District residents were able to bring their unwanted electronics to Tri-County to be disposed of in an environmentally safe way. Recycling funds were used to expand the school garden. Over 350 pounds of produce from the school garden were donated to a local food bank in the summer of 2012. In another outstanding example of community school collaboration, Medical Careers students, SADD, and Post-Secondary Cosmetology students worked with Franklin Fire and Franklin Police to stage a mock car crash. The mock car crash provided a vivid example of the dangers of drinking and driving.

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: *Franklin*, Carpentry students built a foot bridge for the Franklin Sculpture Garden and picnic tables for the Recreation Department; *Medway*, Carpentry and Electrical students completed work on the rehabilitation of the farmhouse for the Medway Community Farm; *Medfield*, Carpentry students built a shed for Parks and Recreation; *North Attleboro*, Carpentry students built 25 signs for the WW I Memorial Park, *Sherborn*, Carpentry students built 2 display cases for the Fire Department and Auto Collision Repair students restored a 1964 Sicard (self-propelled rotary snow blower) for the DPW; and the Graphics Program provided printing services for several towns.

Tri-County students also completed many projects located here at the school: Plumbing students installed eye wash stations in all vocational shops and an outside water source for our school garden; Electrical students installed lighting in various areas including the wiring for our newest vocational offering, Legal and Protective Services; Carpentry students built raised beds to expand our school garden; Construction Craft Laborers students added another handicapped accessible sidewalk near the tennis courts; and Construction Craft Laborer and Carpentry students built two dugouts on the school's baseball field.

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 (508) 533-3211
Fire Department Station I	(508) 533-3209
Fire Department Station II/Dispatch	(508) 533-3254
Fire Department Fax	(508) 533-3211
Highway Facility	(508) 533 3289
Highway Facility Fax	

TOWN HALL OFFICES

Direct Line

Fax

Administrative Offices

Town Admin/Selectmen	(508) 533-3264	(508) 321-4988
Human Resources	(508) 533-3294	(508) 321-4988
Town Clerk	(508) 533-3204	(508) 533-3287 (508) 321-4989

Financial Offices

Accountant	(508) 533-3202	(508) 533-3201
Assessors	(508) 533-3203	(508) 321-4981 (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
Conservation Commission	(508) 533-3292	(508) 321-4984
Department of Public Services	(508) 533-3275 (508) 533-3208	(508) 321-49



IMPORTANT TELEPHONE NUMBERS (Cont.)

	<u>Direct Line</u>	<u>Fax</u>
Health Department	(508) 533-3206	(508) 533-3276
Planning & Economic Development Dept.	(508) 533-3291	(508) 533-3287

COMMUNITY SERVICE

Housing Authority	(508) 533-2434	(508) 533-3402
Senior Center	(508) 533-3210	(508) 533-0386
Tree Warden	(508) 533-3275	(508) 321-4985
Veterans Agent	(508) 881-0100 Ext. 673	

LIBRARY

	(508) 533-3217	(508) 533-3219
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SCHOOL DEPARTMENT

Superintendent's Office	(508) 533-2222	(508) 533-3226
Operations and Finance	(508) 533-3222	(508) 533-3226
Athletic Director	(508) 533-3227 Ext. 5120	(508) 533-3246
Cafeteria	(508) 533-3227 Ext. 5126	
Community Education	(508) 533-2222 Ext. 3185/3186	
Francis J. Burke Elementary	(508) 533-3242	(508) 533-3261
High School Office	(508) 533-3227	(508) 533-3246
John D. McGovern Elementary	(508) 533-3243	(508) 533-3263
Memorial School	(508) 533-3266	(508) 533-3274
Middle School Office	(508) 533-3230	(508) 533-3257
Special Education Office	(508) 533-3222	(508) 533-3259