

BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

AGENDA

DECEMBER 20, 1993

- 7:00 p.m. - Open meeting, sign warrants, approve minutes
December 6th and December 13th.
- 7:05 - Robert Speroni, Building Inspector
re: new procedure.
- 7:15 - John Blair
re: Water at Main/Cottage Streets.
- 7:30 - Andrew Mawn
re: Finance Committee appointment.
- - Highway Superintendent update.
- - old business.
- - new business.

Minutes of Selectmen's Meeting of December 20, 1993

Present: Richard Brown, Joseph Dziczek, Raphaela Rozanski
and Administrative Assistant, Ruth Allen.

- 7:00 p.m. Opened meeting, signed warrants, approved
minutes of 12/6/93 and 12/13/93 meetings.
- 7:15 Met with John Blair of 7 Mechanic Street
regarding the flooding problem at Main,
Cottage and Evergreen Streets. He felt that Mr.
Gallagher should be made to open up Stepping
Stone Brook which he filled in several years ago
and that larger pipe should go down Cottage
Street to Evergreen Street and then go East and
West with the pipe. Selectman Brown requested
that a letter be sent to the Norfolk County
Engineers to see if they could attend a meeting
in mid January to discuss this matter further.
- 7:30 The Board interviewed Andrew Mawn, 6 Holbrook
Street to fill the vacancy that exists on the
Finance Committee. The Board voted unanimously
to appoint him to the Finance Committee to fill
the vacancy.
- The Board met with Highway Superintendent,
Diarmuid Higgins, and reviewed new hourly rates
for hired plows. The Board voted unanimously to
approve the new rates as per attached schedule.
- The Board reviewed the information from
Commonwealth Engineers regarding extra work
orders from Cibotti for the Main, Summer and
Village Streets intersection. The Board voted
unanimously to approve those charges that
Commonwealth Engineers approved and deny the
remainder of the charges. The total amount
approved for payment was \$2,972.30.
- The Board discussed the ongoing work being done
on Summer Street regarding a Street Opening
Permit for sewer installation by Al Miraj. The
voted unanimously to rescind the Street Opening
permit until April 1, 1994 due to the safety of
the motoring public and the snow removal during

Personnel: Richard Brown, Joseph Belmont, Abrahamson Rozanski
and Administrative Assistant, Ruth Allen.

in mid January to discuss this matter further. Indifference to how it they could attend a meeting that a letter be sent to the Norfolk County West with the pipe. Belmont Brown requested Street to Liverpool Street and then go East and and that larger pipe should be down Cottage Street Brook which he filled in several years ago. Whether should be made to open up Stepping Cottage and Liverpool Street. He felt that Mr. regarding the flooding problem at Main, Met with John Blair of V Mechanics Street

approve the new rates as per attached schedule. The Board voted unanimously to forward the same to the Board of Public Works. The Board also voted to amend the existing rates and to allow new hourly rates for the Board and the Highway Department.

[illegible]

the winter months.

- The Board voted unanimously to approve a Street Opening permit for 290 Village Street (excavation will be made in the sidewalk, not in the street) for a new gas service to a new residence.
- The Board discussed the requests from the Planning Board and the Police Department for Articles to be placed on the January 24, 1994 Special Town Meeting warrant. The Board voted unanimously to deny both requests. The Planning Board was requested to send the Finance Committee a Reserve Fund transfer request and the Police department was requested to place the Articles on the Annual Town meeting warrant for next year.
- The Board discussed the definitive plan, Breezy Acres, the Planning Board had forwarded to the Selectmen for their review. The Board requested a letter be sent to the Planning Board stating that the Planning Board should not encourage roads that do not meet standards or the intentions of the standards. That the road should end with the cul-de-sac and not begin with it. The Board felt that this plan does not serve any useful purpose.
- The Board discussed the information received from the Norfolk County Advisory Committee with the revisions to their budget. Selectman Rozanski explained the changes.

Meeting adjourned at 9:00 p.m.

Respectfully submitted,
Ruth Allen, Administrative Assistant

the winter months.

The Board voted unanimously to approve a Street Opening Permit for 330 Village Street. Excavation will be made in the sidewalk, no in the street for a new gas service to a new residence.

The Board discussed the requests from the Planning Board and the Police Department for Articles to be placed on the January 24, 1964 Special Town Meeting warrant. The Board voted unanimously to deny both requests. The Planning Board was requested to send the Finance Committee a Reserve Fund transfer request and the Police Department was requested to place the Articles on the Annual Town Meeting warrant for next year.

The Board discussed the definitive plan, Bessy Jones. The Planning Board had forwarded to the Selectmen for their review. The Board requested a letter be sent to the Planning Board stating that the Planning Board should not encourage roads that do not meet standards of the intentions of the standards. That the road would end with the end-of-road and not begin with it. The Board felt that this plan does not serve any useful purpose.

The Board discussed the information received from the Norfolk County Advisory Committee with the revisions to their budget. Selectmen Rozanski explained the changes.

Meeting adjourned at 9:00 p.m.

Respectfully submitted,
Ruth Allen, Administrative Assistant



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AGENDA

DECEMBER 13, 1993

- 7:00 p.m.-Open meeting, sign warrants.
- 7:05 -Public hearing - New England Telephone Company
 and Boston Edison:
 re: conduit and poles - Holliston Street.
- 7:15 -Joint meeting with Planning Board:
 re: interview candidates to fill vacancies on
 Planning Board.
- -Highway Superintendent's update.
- -Old business.
- -New business.

Present: Richard Brown, Joseph Dziczek, Raphaela Rozanski,
Administrative Assistant Ruth Allen.

7:00 p.m.-Mr. Brown called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. The warrants were signed.

7:05 - Mrs. Rozanski read the ad that appeared in the Milford Daily News concerning a petition from New England Telephone Company and Boston Edison for a new pole and conduit on Holliston Street. As there were no objections, Mrs. Rozanski made a motion that the petition be granted; Mr. Dziczek seconded; all aye.

7:15 - A joint meeting was held between the Board and the Planning Board to fill two vacancies that exist on the Planning Board for the resignations of Allan Fraser and Dave D'Amico. Mrs. Rozanski nominated Mr. Brown as chairman of the joint meeting; Mr. Dziczek seconded; all aye.

Present from the Planning Board were Jim Brodeur and David D'Amico, along with the three members on the Board of Selectmen. It was decided that both vacancies would be appointed, even though Mr. D'Amico's resignation is not effective until 1/1/94. Mr. D'Amico could vote for the selection of the candidate replacing Mr. Fraser, but he would abstain from voting for the candidate replacing him.

The candidates were: Paul Yorkis, John Rivard, David Hughes, John DelVecchio and Christopher Tzianabos.

Mr. Yorkis noted his background on the Conservation Commission in Medway, and in economic development, long-range planning and capital improvement in another town with a population of 700,000.

Mr. Hughes had not served on any boards, but was interested in the Island Road subdivision and was willing to help out on the Board until May. He indicated he had no monetary interest in the subdivision.

Mr. DelVecchio has been a resident of the town for a year but noted his background on the Natick Planning Board. He expressed his desire to maintain the town's growth and Medway's charm. Mrs. Rozanski agreed that the members should be looking at the character of the town and its best interest.

Mr. Tzianabos has been a resident of the town for 2-1/2 years and noted his background in advertising and marketing. He also mentioned he likes the town and wants to help continue its growth as well as keeping its New England image. He said that marketing services should also increase along with the growth of the town.

Mr. Brodeur mentioned that Mr. Rivard could not be here this evening, so Mr. Brown read his resume which included a background in project management of several developments.

Mr. Brown also read two letters of recommendation for Paul Yorkis from Esther Walker and Robert Ryan.

Nominations were next. Mr. Fraser nominated Mr. DelVecchio; Mr. Dziczek put all the rest of the names in nomination, and closed nominations. Mr. D'Amico voted for Mr. DelVecchio; Mr. Brodeur for Mr. DelVecchio; Mrs. Rozanski for Mr. Yorkis; Mr. Dziczek for Mr. Yorkis; Mr. Brown broke the tie and voted for Mr. DelVecchio. Mr. DelVecchio was appointed to fill the vacancy of Allan Fraser effective immediately after getting sworn in until the May election, which would then be a 5-year term from 1994 to 1999.

In the second round, all the names were in nomination again. Mrs. Rozanski voted for Mr. Yorkis; Mr. Brodeur nominated Mr. Tzianabos; Mr. Dziczek voted for Mr. Yorkis. Mr. Yorkis was appointed to fill the vacancy of David D'Amico effective 1/1/94 after getting sworn in until the May election, which would then be an unexpired term until 1997.

Mrs. Rozanski reminded both new members that, when election time comes, they have to decide which term they want to draw papers for, either a 5-year term or a 3-year term.

The Board expressed the desire for Mr. Tzianabos to be involved with the Zoning By-law Revision Committee because of his background and expertise. He said that he did have an interest in serving on that committee, so Mrs. Allen will send Mr. Tzianabos' resume to Mr. Maciolek.

Mr. Dziczek reminded the new members that thought should be given to trying to get a master plan for Medway. They both expressed the same desire.

7:54 - The joint meeting was ended.

7:55 - Highway Superintendent Diarmuid Higgins noted he had given the Board the sander and plow routes, and that the other night when it had snowed 3/4", they had been out for 4 hours.

He indicated that the Norfolk County Engineers were working on calculations for repairing the drainage system on Fisher Street for April. They would also be using their expertise on Causeway Street. Mr. Brown stated that, with reference to any of these project requests prepared by others, Mrs. Allen could sign on behalf of the Board.

Mr. Higgins brought up a question of raising the rates for hired plows since he was having a hard time of getting any hired plows - he had 6 whereas in previous years, he had 12.

The Board suggested Mr. Higgins inquire from nearby towns to see what their rates are, write up an outline of what these towns pay for their hired plows, and to write up a proposal with what his request would then be. Mrs. Allen noted that some may not be covered by workmen's comp, and therefore, the town ends up picking up the tab for them. That is why we prefer getting hired plows with adequate insurance coverage.

Mrs. Rozanski suggested Mr. Higgins include in his proposal what insurance coverage, if any, the hired plows interested in working for the town have.

- Mrs. Allen told the Board that the uniform issue has been resolved, and we ended up paying for the uniforms that were not returned.
- A letter from Treasurer/Collector Marjorie Sanford was noted wherein she mentioned that some individuals owed on back taxes, but that she can not collect unless they are 12 months or more in arrears. The Selectmen's Office will not give out those licenses until some arrangement has been worked out with Mrs. Sanford.
- The Board signed all the licenses for the 1994 year.
- Mrs. Rozanski mentioned that the Board of Health has lifted the cease and desist order at the gravel pit, and DEP is supervising and sifted through the material, some of which will be tested. She also reiterated that the DEP is not interested in the Norman property on Village Street, feeling there is too small an amount of hazardous material possibly on the property.
- Mrs. Allen gave the Board the new Common Victualler license for Coffee Sensations to sign. Mrs. Rozanski made a motion that it be approved; Mr. Dziczek seconded; all aye.
- The Board noted the request of Sabina Doyle's to have the closing time on New Year's Eve extended to 2 a.m. Mr. Dziczek suggested it be held over to see if any others have the same request. Mrs. Allen is to check and see if there were any problems with the extension being granted last year.
- Clean Water Action's solicitor's permit request was noted that they would be going door-to-door for the next two weeks until 9:00 p.m.
- Other correspondence was acknowledged:
 - ^ Millis Consortium minutes.
 - ^ MIIA's workmen's comp utilization review program.
 - ^ Chief Lambirth's letter to Senator Magnani in support of the repair of the Red Bridge.
 - ^ MIIA's request for a nomination for a board member.
 - ^ DOR's release on small commercial exemptions.
 - ^ Response from Dr. Bettencourt/Chuck Gallo re: lease/purchase agreements.
 - ^ Town Accountant's report of debt payments during FY'93.
 - ^ Norfolk County Engineer's letter to the Park Department asking that all requests for their services go through the Selectmen.
 - ^ Upper Charles Conservation of Holliston asking for information as abutters of Breezy Meadows.
 - ^ Medway Business Council asking for a solution to repairs on Route 109 near Cottage Street. Mrs. Allen mentioned that a gentleman is on the agenda for December 20th to also speak about this issue.

- ^ Chief Vinton's letter to the EMS Coordinator asking for the damage survey report for EMS hours during the December 1992 storm.
- Mrs. Allen told the Board that she and the Secretary did not get a copy of John Boczanowski's letter concerning Breezy Meadows that the Board requested be included with the minutes. Mrs. Rozanski said she would provide a copy.
 - Two New England Telephone and Boston Edison petitions not requiring a public hearing were reviewed and granted by the Board - both for relocation of poles, one for Oak Street and one for Alder Street. Mrs. Rozanski made a motion that petitions #93-22 and 21 be granted; Mr. Dziczek seconded; all aye.
 - A letter was received from the Donoghues of Diane Drive complaining about the town sending tax bills to the incorrect mailing address. Mrs. Allen stated that Treasurer/Collector Marge Sanford was handling the response to them.
 - Mrs. Rozanski had some information from the Norfolk County Advisory Meeting which she would copy and give to the rest of the Board.
- 9:00 - The meeting was adjourned.

Respectfully submitted,



Mary Jean Fredette, Secretary

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MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

AGENDA

DECEMBER 6, 1993

- 7:00 p.m. - Open meeting, sign warrants, approve minutes of November 22nd and November 29th meetings, also minutes of 8/25/91, 8/10/92, 8/24/92, 9/21/92, 11/9/92, 1/25/93, 2/1/93, 2/8/93, 3/1/93 and 3/6/93.
- 7:05 - Public Hearing - Golden Jade Restaurant.
re: change of manager.
- 7:15 - Fire Chief Wayne Vinton.
re: revised Rules and Regulations.
- 7:30 - Carlo Molinari.
re: sidewalk reimbursement check.
- 8:00+- John Boczanowski.
re: discussion on setting up a Special Town Meeting.
- - old business.
- - new business.

Present: Richard Brown, Joseph Dziczek, Raphaela Rozanski and Administrative Assistant Ruth Allen.

- 7:00 p.m.--Mr. Brown called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. The warrants were signed. Mr. Dziczek made a motion to approve the minutes of 8/25/91, 8/10/92, 8/24/92, 9/21/92, 11/9/92, 1/25/93, 2/1/93, 2/8/93, 3/1/93 and 3/6/93; Mrs. Rozanski seconded; all aye. Mr. Dziczek made a motion to approve the minutes of November 22nd and November 29th; Mrs. Rozanski seconded; all aye.
- 7:05 - Mr. Brown read the public hearing notice on the Golden Jade. No one was present from the Golden Jade at this time; therefore, Mrs. Rozanski made a motion to delay the hearing until 8:15 p.m.; Mr. Dziczek seconded; all aye.
- 7:07 - Jim Gallagher came before the Board to discuss the water problem there usually exists on Cottage and Main Streets when there is a downpour. Two other neighbors accompanied him: Lois Scott of Cottage Street and Carol Scanlon of Wellington Street. Mr. Gallagher felt this was the worst ever, with some water coming from the Temple Street development. Mrs. Rozanski explained that the Planning Board had stated that no additional water would be coming down Temple Street to Main Street from that new subdivision.
- Mr. Brown stated that back in 1991, the Norfolk County Engineers had done an in-depth study and calculated that a minimum of \$86,000 would be needed to pipe to the swail as a band-aid approach, but the best approach would be to reconstruct the road for \$320,000 - neither amount of which the Town had. Mr. Brown also stated that we had plans drawn up, but could not get permission to cross Reardon's property from Mr. Reardon. He also stated that this is the same problem as has been stated in the past, and was not on this evening's agenda, although sympathetic to the situation. Mr. Gallagher's appeal was in getting the funds from the State. Mr. Brown suggested that the two people present form a committee to try and get a force going to start something. A copy of the engineering study would be made available to them, and he stated that the report suggests some ideas that we could attempt, but there are no funds. He stated that as a group, they could possibly accomplish some good, but we would have to borrow money at a town meeting to fund this project. Mrs. Rozanski suggested they come to see Rep. Barbara Gardner when she comes to town.
- 7:30 - The Golden Jade was present for their public hearing represented by Wing Ngo. Mr. Ngo gave the Board the certified receipts. Mr. Ngo was present to request a change of manager from the previous manager to himself. As no one had any objection, Mrs. Rozanski made a motion to accept the request for change of manager from Tony Ngo to Wing Ngo; Mr. Dziczek seconded; all aye.
- 7:35 - Carlo Molinari received the check for \$37,000 in final settlement of the sidewalk project, and signed the release of work to the Town.

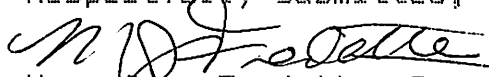
- Mrs. Sanford, Treasurer/Collector gave the Board for their signature a note in anticipation of a sewer grant. Mrs. Rozanski made a motion to roll over \$62,091 in anticipation of a sewer grant; Mr. Dziczek seconded; all aye. The note was signed.
- Chief Wayne Vinton came before the Board to discuss his new rules and regulations for the Fire Department. He indicated that Town Counsel had already approved it as to form. Chief Vinton indicated that the officers have been getting together for two years now, and came up with this final draft. Mr. Brown suggested they annually review the documents since they have not been changed since 1978, although they have changed operating procedures over the years. Mr. Dziczek questioned the receiving of a stipend even if they did not respond to a fire, and only had a few hours logged in for the year. The Chief said he would be speaking to those individuals in the very near future. Mrs. Rozanski suggested maybe defining what the stipend pays for. Mr. Brown thought that the Chief could make the stipend what he wants it to be for. On lack of attendance, the Chief felt that the personnel policies address that issue. Mrs. Rozanski made a motion to accept the Fire Chief's new rules and regulations as presented effective today; Mr. Dziczek seconded; all aye. The Chief agreed to update them annually. Individual copies will be given to all firemen and signed for upon receipt. Additional copies will also be distributed to each company.
- 8:00 - John Boczanowski and Linda Reynolds came before the Board on behalf of the School Site Building & Selection Committee to discuss the holding of a Special Town Meeting to place the building of a new school on the town meeting warrant on January 24, 1994. Mr. Boczanowski felt this would leave them adequate time to organize, possibly have an abutters meeting on January 10th, and a general public hearing on January 18th. Thoughts of mailing a brochure around January 3rd or 4th to every household was also in the planning stage. Mrs. Reynolds will check more with Marge Sanford on mailing costs. They also have thoughts of doing a series of five articles either in the Milford Daily News or Country Gazette. With the Special being scheduled for January 24th, they can then make the March 1st election and the June 1st deadline. Mrs. Allen will check with getting the cafeteria for January 24th at 7:00 p.m. With reference to the public hearing, they would probably hold it at the Burke School. Mrs. Rozanski made a motion to open the warrant this evening, and to close it on December 20th, and to hold a Special Town Meeting on January 24th at 7:00 p.m. in the cafeteria; Mr. Dziczek seconded; all aye.
- 8:25 - Mrs. Allen brought up a request of Joe Griffiths of Sabina Doyle's for automatic amusement devices. Mr. Brown questioned if it required a public hearing - Mrs. Allen will check.
- Mr. Brown signed the SWAP agreement as Chairman of the Board.
- Mrs. Allen notified the Board that written approval had been

received for using State Chapter 90 funds for Village Street reconstruction.

- The Board was in receipt of a request for someone to be appointed to the Finance Committee. The Board asked that he be place on a future agenda.
- The Board noted that the Division of Local Mandates has said that the State will reimburse the Town \$696 for the September primary and the November election.
- It was noted that the Horatio Alger Day would be held on December 7th. Mrs. Rozanski said she would attend.
- The MMA legislative bulletin was noted.
- The Building Inspector's monthly report was noted.
- Mr. Brown mentioned the ADA plan sent in by Medway and one other town making an effort to comply with the new ADA requirements. Mr. Dziczek felt if we were only 1 out of 2 towns to submit the information, then we might be in line for any available grants - he will check.
- The Board noted the community profile submitted by E.O.C.D., which seemed to be outdated. Various boards received a copy.
- The Board noted the status report on cash receivables submitted by the Town Accountant, which was sent to all departments. Figures had been verified.
- The Board had received a letter from Michael Cicoria on the audit stating that they felt there would have to be a separate report for Fiscal Year 1992 and 1993. An upcoming meeting on December 16th was noted. It was also noted that this is only \$15,000 in the budget to do the FY'92 audit. Mrs. Rozanski, in thinking about the possible funding for a new school, stated that the Town cannot bond without an audit, and if the Town was going to borrow \$10 million, they need to bond.
- Diarmuid Higgins's report on snow plowing and sanding was noted.
- It was noted that Medway is 54th in the tax ranks of the municipalities. Mr. Dziczek asked for a comparison of the other towns in the 50-59 range to see how we fare. Mrs. Rozanski suggested contacting the Department of Education for the formula. Mr. Brown said that the Division of Local Services, Statistics Department, could provide most of the information the Board was looking for.

8:50 - The meeting was adjourned.

Respectfully submitted,


Mary Jean Fredette, Secretary



BOARD OF SELECTMEN

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AGENDA

NOVEMBER 29, 1993

- 7:00 p.m. - Open meeting, sign warrants.
- 7:05 - Treasurer/Collector Marjorie Sanford.
re: update.
- 7:15 - Holiday Parade Committee.
- 7:20 - Highway Supt. Diarmuid Higgins
re: projects update.
- 7:30 - Millis Selectman Meriel Hardin and Hopkinton and
and Sherborn Selectmen.
re: SWAP.
- 8:30 - Carlo Molinari.
- - old business.
- - new business.

Present: Richard Brown, Joseph Dziczek, Raphaela Rozanski,
Administrative Assistant Ruth Allen.

7:00 p.m.-Mr. Brown called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. The warrants were signed.

7:05 - Treasurer/Collector Marjorie Sanford came before the Board to update them on her department. Mrs. Sanford stated that extending the hours on Mondays straight through to 8:00 p.m. was working well. She mentioned that a full-time person had resigned, and a person who had been working part-time is now working full-time. She mentioned she hears from the D.A. once a week, but not much from the DOR. They were getting ready for the audits by trying to agree with the cash receipts ending the FY'91 audit report. She indicated she was having problems with reconciling June '90 and June '91, and might call Terry Cote of Michael Cicoria's office to see if they had any adjusting entries and also might call former Town Accountant Mary Shea for some information. Mrs. Sanford was also working on PEBSCO reconciliations for temporary and part-time employees. She mentioned that Arlington Data was coming in this week for a meeting. She also stated she would be sending a letter to taxpayers who show a balance on the 1992 real estate tax for verification. Mr. Brown reminded her of the audit committee meeting on December 2nd. Mr. Dziczek asked what was approximately owed on back taxes, and Mrs. Sanford said around \$200,000.

7:15 - Members of the Holiday Parade Committee stopped by to update the Board on their activities. Members present from the committee were Maureen Giles, Robin Gelbwachs, Ellen Gove, and Maryjane White. They indicated that the parade would start at 5:00 p.m. from the High School to Choate Park and would include floats and fire trucks, the boys soccer team, girls volleyball team, Santa with elves, the high school band. They were taking care of cars not parking in the area of Oak and Mechanic Streets and Choate Park. There would be a tree lighting ceremony with lights hung by some of the firemen as well as a concession stand, pictures with Santa, baked goods table, candles, popcorn and the opportunity to pick an ornament to get a gift for a needy child. Mrs. White indicated 87 children were taken care of last year, and the police take care of holiday baskets. They mentioned that Col. Matondi was the grand marshall. Medway Lumber donated materials for child-size figures. They were also looking for costumes and original girl scouts who planted the tree to light the tree.

7:35 - Selectmen from the neighboring towns of Millis (Meriel Hardin), Sherborn (Grace Shephard), and Hopkinton (Joe Strazula) came before the Board to try and explain and encourage the Board to join SWAP (Southwest Advisory Planning) Committee. Mr. Strazula, Chairman, stated they work with MAPC (Metropolitan Area Planning Council), who quite often looks to SWAP for their input. He felt it was important and influential to belong to the group, as collectively, they carry a great deal of clout. It was also noted that the MAPC rep is also a member of SWAP. Mrs.

Shepherd noted that SWAP had been active in local water management (where Raphaela Rozanski and Mark Flaherty had been involved), and that they had one of the final votes on TIP. She felt it was an educational process and they learned how to help one another by working together. Mr. Strazula indicated that all that was needed was a vote of the Board to belong, and Mrs. Hardin gave the Board a copy of the By-laws. Mrs. Rozanski indicated that State Rep. Barbara Gardner was supportive and asked that the Board listen to what the members had to say. Mr. Strazula indicated they meet once a month, usually on the third Thursday of each month at 3:15 p.m. to about 4:30 - 5:00. He indicated they do not compete as individual towns, but as a region. Mrs. Shepherd called it networking. Mrs. Rozanski said she would attend their next meeting on December 16th. Mr. Dziczek said he would like to go but noted the time is not conducive to working people. Mr. Brown felt that the entire Board was in favor of participating and would sign the appropriate documents. Mr. Dziczek expressed some hesitation on joining as he did not want Medway to lose out on anything that might be earmarked for them, and that Medway is also a part of the O.E.D.P.

8:15 - Highway Supt. Diarmuid Higgins updated the Board on his department. He asked about the \$1,200 for the grader for patching Causeway Street, and he was told it would come out of highway funds. Mr. Brown again asked for some documentation on what the department's needs are, as well as a breakdown of their snowing and plowing routes to establish a track record for use of funds and future needs assessment of equipment. Even though Mr. Higgins began to verbally tell Mr. Dziczek what the routes were, Mr. Dziczek asked that it be put in writing. The Board feels the public needs to be made aware of what conditions exist so they can determine when additional and new equipment is needed for town meeting. Mr. Brown indicated this had all been explained to Mr. Power when he came before the Board at least a month ago. Mr. Higgins stated it would be in their weekend packet.

Mr. Higgins confirmed that he had received notification of verbal approval for resurfacing on Causeway Street, Fisher Street drainage, and Village Street resurfacing; however, the Village Street documentation needed to be sent to Mass DPW, and Fisher Street resurfacing had not been approved yet. Mr. Brown suggested someone talk to Mass DPW further on this. He also said we should be preparing to go out to bid on Causeway and Fisher Streets, and possibly 2 or 3 other streets - the "through" streets have to be done first. Mr. Brown also asked for a crack and seal and heavy patching plan from Mr. Higgins. Mrs. Rozanski asked if we could go out to bid in anticipation of receiving funds, subject to getting these funds? Mr. Brown said no, it should be confirmed.

8:40 - The Board met with Carlo Molinari with reference to the costs on the sidewalks. Mr. Dziczek explained the calculations involved in the final figures he had come up with, and since extra money was put out by Mr. Molinari for granite, he felt the total cost of \$37,000 was a good settlement. Mr. Molinari felt quite happy with the resolution and was glad

exact calculations and measurements done by all concerned were able to get the settlement resolved. Mrs. Rozanski asked that the inventory of streets be entered in the Selectmen's minutes for the record. Mrs. Rozanski said that Town Counsel had asked for a release from Mr. Molinari when the settlement had been reached. Mr. Dziczek added that he believed all had learned a lesson on how to calculate.

Mrs. Rozanski made a motion to accept the proposal of \$37,000 to include items on the sheet as drawn up by Mr. Dziczek and agreed to by Mr. Molinari, and to include the inventory of sidewalks that was done; Mr. Dziczek seconded; all aye. Mrs. Allen was asked to contact Town Counsel to confirm this action was transpiring and to have a voucher prepared so that a check could be given to Mr. Molinari on December 6th. Mr. Dziczek noted for the record that \$19,000 in police details was not included in the overall cost of the project, which was added to the original agreed bid amount of \$93,897, plus the \$37,000 just agreed to, brought the total project to \$149,897.

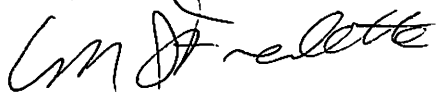
- 9:00 - Mrs. Allen brought up a letter received from Menno Koning, Chairman of the Charles River Rail Association asking that the Board write a letter of support to the Secretary of Transportation & Construction for a feasibility study to be conducted to restore passenger service on the Needham line to Millis. The Board asked that Mrs. Allen write such a letter.
- The Board acknowledged a letter from Chief Lambirth confirming various topics discussed with the Board the previous week, including 4-way stop signs. Mr. Brown also asked that the Highway Department look at existing signs for repair and replacement. It was noted in the Chief's letter that he thought a 4-way stop sign should be considered at Alder Street and Trotter Drive. The Board said they would look at the intersection.
 - The Board acknowledged a copy of the Planning Board vacancy advertisement.
 - The Board discussed the Charlie Norman property and the two trailers that were on site the past week. Mrs. Rozanski stated this issue had been on-going since 1976, when then-Building Inspector Walter Johnson said the buildings were structurally sound (1977). Mrs. Rozanski agreed the buildings are a public nuisance and felt it was an issue for the Board of Health and the Board of Selectmen. She said she will look at the files in the Board of Health and the Selectmen's Office on the property. She did note that Town Counsel had filed in Superior Court for demolition of the buildings. Mrs. Rozanski stated the taxes are all paid and there are no liens.
 - The Board signed the applications of those applying for a liquor license in Medway for the 1994 year.
 - The Board noted the Wheelabrator Holiday Party - Mr. and Mrs. Rozanski will attend - Mr. Dziczek will think about it. Mrs.

Allen will check and see if the Board of Health got an invitation.

- The Board noted the Horatio Alger day activities on December 7th at the High School, and Mrs. Rozanski said she would attend.
- The Board asked that some recognition be made for the Girls Volleyball team and the Boys Soccer team. An accomplishment certificate will be made up for them and signed by the Board.
- On school issues that Mr. Dziczek had some questions on, Mr. Brown suggested that he have a verbal conversation with Mr. Gallo, and if no satisfaction, then speak to Mr. Downing, and then the Board can have a conference if need be.
- Mrs. Allen was asked to get bonding information on the former Treasurer/Collectors from Town Counsel.
- Mrs. Allen was asked to check and see if the firing range information requested from the Police Department was available yet.

9:40 - The meeting was adjourned.

Respectfully submitted,



Mary Jean Fredette, Secretary

mj

w/minutes
JLH

November 11, 1993

Main, Highland, Village St

	52	x5
	54	x5
Driveway	16'10"	x5'3"
	93'2"	x5'
Add on, Main	44'	x4'5"

Corner of Main, High St
Start at handicap access

Radial transitional, 2 transitional
and one straight piece

Outer edge wrap measurement	18'6"	x3'11"
Straight w granite curb	8'7"	x4' 4"
Straight to driveway #27	149'	x5'
Driveway	14'	x6'
Straight to Bauer drive	152' 8"	x5'

*(no Granite) High St #11

Double driveway

* High St #9 a,b,c

Single driveway

* #7

Driveway

* #5

Driveway

Corner Pizza

Corner Ramp

Ramp (no granite outer edge curve)

Outer edge curve

telephone pole

Lincoln and Main St, Odd #'s

Pour area, no granite

171 Main St

Handicap ramp (outer edge)

Straight 171-173

171 Walkway

Main St, Even #'s

Health Food Store, #174

Driveway

Straight #172

Ramp (no granite)

Driveway (#170)

Straight #170

Holliston and Sanderson St

*(No ramp) #18, #16 Holliston

Walk #16

*Driveway

No granite to North St at #12

Walk

North St to #6 driveway

	14'	x4'
	24'	x5'
	53' 9"	x3' 8" (3' 8")
	24'	x4' 8"
	83' 8"	x4' (3'10")
	22' 6"	x4'10"
	41'	x4' (4')
	13' 5"	x5'
	30' 6"	x4' (4')
	58' 3"	x7' (7')
	15'	x7' 9"
	23' 2"	x6' 8"
	6'11"	x6'
	15'	x4' 4"
	17' 8"	x4' 8"
	50'10"	x3'11"
	15' 8"	x3' 6"
	60'	x4' 5"
	14' 3"	x5' 5" (5' 5")
	66'11"	x4' 5" (4' 5")
	12' 5"	x4' 5"
	20'10"	x5' 7"
	48' 3"	x4' 7"
	150'10"	x4' 5"
	26' 6"	x3' 3"
	14' 6"	x5' 5"
	129' 7"	x4' 5" (4' 6")
	23' 5"	x2'
	202' 5"	x4' 6" (4' 5")

#12 Holliston walk	21'	3"x2'	8"
#10 Walk	18'	3"x3'	
#8 Walk	17'	x3'	8"
#6 Walk	18'	x3'	
Driveway at #6	11'	x5'	6"
Straight from #6 to Peach St	210'	3"x4'	6"
(*No ramp, no granite, depression)			

Across (Peach) street			
Ramp w granite	8'	x3'	5"
Ramp outer curve	14'	8"x5'	10"
Then straight w granite	58'	10"x4'	4"
Then another ramp outer curve	18'	10"x4'	5"

Cross Church Street			
With granite Ramp	4'	3"x5'	10"
	50'	x4'	6"
	41'	4"x4'	6"
(* ? ramp)	7'	x7'	

Medway Village Church			
Ramp w granite	6'	4"x3'	11"
Outer edge	15'	x5'	
Pass Village Church	30'	6"x5'	6"
	48'	5"x5'	3"
Walk	12'	7"x5'	3"
St. Joseph's CCD	143'	x6'	
	4'	x6'	

Broad St and Village St			
Ramp w granite outer curve	15'	x5'	6"
Broad St to telephone pole	66'	3"x5'	8"

Cross Broad Street			
Scott's Restaurant	8'	x8'	6"
	13'	x16'	
	14'	x6'	8"

Double ramp, granite outer curve			
to past crosswalk on Village St	41'	10"x6'	3"
Straight to Shear Magic	48'	7"x6'	5"

Cross Village St, start opposite			
School St toward Town Hall	6'	x4'	

Driveway	26'	x5'	6"
	14'	8"x5'	10"

Driveway	28'	6"x6'	1"
to #121	15'	1"x6'	8"

Driveway	49'	x6'	1"
to #123	13'	11"x6'	7"

Driveway	60'	x7'	
	13'	6"x10'	

Pass Medway Hardware	108'	x8'	5" (9'8")
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Pass Medway House of Pizza	44'	6"x7'	5"
to ramp			

Ramp (granite)

14' 7"x7' 4"
10' 3"x7' 4"
5' 7"x4' 11"

Cross Sanford Street

Non ramp depression

40' x5' 6"

Ramp w granite

16' x6'

Straight to edge Church parking
lot

41' x6'

To driveway

21' 8"x8' 3"

Driveway

34' 8"x8' 9"

Plus a square

7' 9"x8' 9"

Area near stairs

11' 8"x6' 6"

Front Church

79' 8"x8'

6' 9"x11'

Driveway

36' 9"x8'

Front Town Hall

30' 10"x6' 4"

Ramp

6' 5"x6' 4"

Front Town Hall

28' 11"x6' 4"

Driveway

17' x7' 8"

Front Medway Coop

56' 8"x7' 1"

Walk

6' 6"x5' 6"

Driveway

20' 5"x6' 10"

Front ELB

24' 6"x6' 1"

Walk

16' 3"x5' 8"

Ramp (straight)

11' x6' 1"

then

10' x4' 1"

Cross Holliston St to
Common

Common, Ramp on Village
Church side-Outer curve

15' x3' 10"

Straight on Village

97' x4' 6"

Second ramp on Village

15' x3' 10"

Straight back to Holliston

50' 9"x3' 9"

Third ramp

11' 6"x3' 9"

Straight along Holliston

96' x3' 10"

~~11' 6"x3' 9"~~



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

AGENDA

NOVEMBER 22, 1993

- 7:00 p.m. - Open meeting, sign warrants, approve minutes
of November 15, 1993.
- 7:01 - Representative Daniel Ranieri.
- 7:05 - Classification Hearing.
- 7:20 - Bernie Casey and Boy Scout Pack 748
- 7:30 - Chief Lambirth
re: police details
4-way stop signs
handicapped parking
- 7:45 - Street Opening Permits:
John Boczanowski - re: Alder St.
Dick Parrella - re: E. Parrella Co., Alder St.
Dave Franchi - re: Claybrook, Summer St.
Tom McDonough - re: Stoney Ridge Rd.
Bay State Gas - re: Milford St, Lincoln St
- - old business.
- - new business.

Present: Joseph Dziczek, Raphaela Rozanski, Administrative Assistant Ruth Allen. Richard Brown was absent.

7:00 p.m.-Mrs. Rozanski, as Clerk, called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. The warrants were signed. Copies of previous executive session minutes and Selectmen's minutes that have not been accepted were given to the Board for their review and future acceptance.

- Mr. Dziczek asked if Mr. Maciolek had been contacted with regard to the police detail voucher concerning Breezy Meadows. Mrs. Allen confirmed that Mr. Brown had called him and it was agreed that the 8 hours should be paid. Mr. Dziczek asked that John Boczanowski's letter be entered into the minutes. Mr. Dziczek also stated he would have liked to have voted on the issue of paying the voucher.

- Mr. Dziczek made a motion to accept the minutes of November 15th; Mrs. Rozanski seconded; all aye.

7:05 - Mrs. Rozanski read the ad that appeared in the Milford Daily News for the tax classification hearing.

June Murray, Chairman of the Board of Assessors, stated that their Board had taken a vote and decided that the single tax rate should remain in place because there is not a large commercial or industrial tax base, even though the Route 109 shopping center is almost full and that growth is starting at Trotter Drive. They felt the tax rate should be \$16.97 per thousand, up .40 from last year's rate of \$16.57. The Assessors felt that this was the maximum allowable levy.

Mr. Dziczek questioned what would make a dual rate favorable? John Wilson, Assistant Assessor, felt at least 25% commercial and 75% residential could be the point, but Medway is 17% commercial and 83% residential. He stated that other towns like Medway are at a single tax rate as well.

Mr. Wilson stated that the total valuation of the Town is at \$603,158,175 which is up from last year's valuation of \$581.2 million, to \$22 million.

Mr. Dziczek made a motion to accept the recommendation of the Board of Assessors to accept the single tax rate of \$16.97 for fiscal year 1994; as there were no other public comments, Mrs. Rozanski seconded; all aye.

7:20 - Cub Scout Pack 748 met with the Board for a while to get an idea of what town government is all about for their citizens' activity badge. The boys asked various questions of the Board, and in turn, the Board told them what some of their responsibilities were. Attending from Pack 748 were: Daniel Saunders, Andrew Ward, Nathan Dubovsky, Brian Casey, Chris Irr and Andrew Marshall. The Pack then went on a tour of the rest of the building.

7:35 - Police Chief David Lambirth came before the Board to discuss several matters. Mrs. Rozanski mentioned that she felt there

were some problems with procedures on police details, and that hours should be verified. The Chief said he had not officially been notified as to anything that occurred at the meeting the Board had with the Police Association, and asked for clarification as to what the Board was looking for.

7:43 - Chief Lambirth was interrupted so that State Representative Daniel Ranieri could extend his thanks to his constituents in Medway as he was leaving as State rep to become Editor of the Legislative Bulletin & List. The Board wished him well.

7:45 - Chief Lambirth continued on. Mrs. Rozanski said the Police have to be careful on how they approach different situations as law enforcement is always expected to set a certain standard. Mrs. Rozanski asked the Chief to speak to Sgt. Saleski, and the Chief said he would after he got comments from Town Counsel.

Mr. Dziczek asked about the current procedure on details, and the Chief explained that the utility companies provide a voucher of their own for signing, and the officer in turn, turns in his voucher agreeing to what was done. If there is a problem, the utility company usually lets the police be aware of it. Mr. Dziczek said he would rather have the voucher explain what is actually worked vs. what they will get paid for, and also verification that the detail is 100% correct is not there. Approval was given by the Board for the Chief to send a letter to Town Counsel to ask some questions. Some guidelines that the Chief had on details were given to the Board. Mr. Dziczek told the Chief he would like to review policies with him sometime and then report back to the Board with his findings.

- The Board then discussed two intersections that 4-way stop signs were asked for - North and Pine, and Lovering and Buttercup. Both he and Safety Officer Bates did not feel 4-way stop signs were necessary, but did recommend that a "bus stop ahead" sign should be placed east of the intersection of Buttercup and Lovering. He will put their recommendations in writing to the Board, as they look over other areas in town as well.

- With reference to the use of handicapped parking spaces around town hall for others going to church on Sundays, Mr. Dziczek felt that they should be tagged, as well as those pulling up over the newly done curbs and sidewalks.

- Chief Lambirth brought up the tree lighting ceremony planned in December. Mrs. Rozanski said the committee is not an official committee under the Board of Selectmen. Robin Gelbwachs, a member of that committee who was present, said they were under Camp Sunshine, which would be under the Park Department. The Chief said they would provide safety measures as needed.

- The Chief also expressed concern on the Charlie Norman property on Village Street and the hazardous material that might be stored there. He believed a building permit might

have to be issued on November 28th, and was uncomfortable with it being done. He also noted that a dumpster had been placed there, as well as a mailbox and trailer. Mrs. Rozanski agreed it was a serious situation.

8:30 - Various contractors and Bay State Gas's Bill St. Cyr came before the Board to discuss the granting of street opening permits since the deadline of November 15th had passed.

1. Dick Parrella re: E. Parrella & Company at 36 Alder Street. Mr. Parrella stated they were anticipating moving into the building in January and explained it would be a financial hardship if they could not get in until April. He stated they would be opening up on the side of the road for gas service in the dirt road. He also indicated his annoyance that this had been discussed with Bay State Gas in July, and nothing had been done to date. Mr. St. Cyr showed the Board the plan. Mr. Dziczek made a motion that the permit be approved; Mrs. Rozanski seconded; all aye. It is noted that the road might be blocked, and the work would be going on for about a week.
2. John Boczanowski of Boczanowski Construction re: lots 5A and 6A on Alder Street. Mr. Boczanowski indicated they would be opening up on the dirt road as well for gas service. Mr. Dziczek made a motion that this permit be approved; Mrs. Rozanski seconded; all aye.
3. Dave Franchi of Claybrook re: lots 30 and 31 on Summer Street. Mr. Franchi indicated there were gas and sewer connections to be done on two lots. He stated they would be off the road on their property, but they did have to cross Summer Street in one crossing to service both lots. Mr. Franchi said they would put the hot patch mix on the road the same day, and Lorusso's is open all year so getting the hot patch mix was not a problem. Diarmuid Higgins, Highway Supt., wanted to be assured they would push it across the road. When asked what he would do if the Board did not grant his request, Mr. Franchi stated he would have to put propane gas in - the houses have been sold and the people want to move in. With regard to the water/sewer connection, this would be done in the right of way, not in the paved area. Mr. Dziczek made a motion that both petitions be approved; Mrs. Rozanski seconded; all aye. Mrs. Allen reminded him of the \$750 per lot that is required for the street crossing.
4. Khalsa Builders re: 25 Coffee Street. Mr. St. Cyr spoke on his behalf looking for gas service indicating that they would not be going into the road. Mr. Dziczek made a motion that the permit be approved; Mrs. Rozanski seconded; all aye.
5. Swift's Country Store re: 133 Milford Street. Mr. St. Cyr spoke on their behalf looking for gas service. Mr. Higgins wanted to be assured they would push it across

the road. Mr. Dziczek made a motion that the permit be approved; Mrs. Rozanski seconded; all aye.

6. Tom McDonough re: 1 Stoney Ridge Road. Mr. McDonough was looking for water service. Preliminary engineering indicated it was stubbed and they discovered it was not. He said they would have to go across 3/4 of the street. Mr. Higgins stated it needs to be hot patched by 4:00, and to keep on top of it during the winter months. He was asked to check and make sure the stub wasn't there and to get back to the Selectmen's Office with that information as well as a check for \$750 for the street crossing. Mr. Dziczek made a motion that the permit be approved; Mrs. Rozanski seconded; all aye.

9:07 - Highway Supt. Diarmuid Higgins spoke to the Board about his hired plows indicating that he only has half the hired plows he had last year. He explained it will take longer to plow the town now, and he will not allow his men to work 48 hours straight as some did last year. He stated part of the problem with getting the other hired plows was that some were not covered by workmen's comp.

Mr. Higgins tried to explain that when the men go out to sand is quite often based on a phone call from the Police Department saying the roads were getting slippery. They will usually go out to plow when there is 2-3" of snow on the ground, and then they have to sand again. Usually plows will run two at a time in tandem, and the schools are done last. Mr. Dziczek again requested that the Board receive a snowplowing plan and routes traveled.

- Mr. Higgins mentioned the pushing back of leaves at the recycling area that was done by the men. Mrs. Rozanski mentioned that possibly a sticker system might be coming.
- Mrs. Allen brought up the request by the City of Chelsea for the gas pumps. The Board stated that the Purchase Order is acceptable but the Town needs to receive the money within 30 days.
- Mrs. Allen confirmed that the resurfacing of Causeway Street had received verbal approval, and that Fisher Street had received verbal approval for the drainage project only so far, not resurfacing yet. Also, the Board needed to sign the documents in order to get final approval for resurfacing on Village Street, although the Town received verbal approval.
- Mrs. Allen mentioned that the Red Bridge contract had never been executed; that it was suggested another consulting firm be brought in; and to suggest that people write complaining about the bridge not being repaired, especially neighbors to the bridge.
- At this point, Mrs. Rozanski stated that the Board would be denying the request for a special town meeting. The Board did not feel December 20th was a good date to have a STM, and that it would also cost us an extra \$2,500 for a special

ballot. She also mentioned that there would be four elections this year - in February, March, May and November.

John Boczanowski, who was present, said they deferred going forward for ed reform, they deferred for regionalization; projection and enrollment had not changed, and they would not defer to next year. He asked for input from the Board and to get a reasonable schedule for proceeding forward. He noted that basically four people have been working on this - himself, Linda Reynolds, Chuck Gallo and Chris Lorenzen. He explained he did not want this to be done at an annual. Mr. Boczanowski stated they have about \$7,500 left in the account set aside for architecture and drawings, and wanted to use up what was left for making copies of the documentation they had for the public. John Williams of the School Committee was disappointed the Board would not vote for the Special, feeling they did not want the town to vote on the issue, referring to a previous STM held in December to vote on the lights for the high school athletic field. Mrs. Rozanski clarified the STM was called because of public outcry to do so. Mrs. Rozanski stated that Mr. Brown could not attend the meeting this evening but had sent the Board a letter also stating he did not feel the Special should be held in December.

Mr. Boczanowski also wanted to mention the police detail at Breezy Meadows, stating that all his men had been paid for a day's work. He said that they have now ground up the debris there; it has not been disposed of, it is just there. They have cleaned the area and are flagging the wetlands.

- Mrs. Rozanski stated that DEP is starting the cleanup of the old gravel pit next week. She said they should be taking out at least 400 truckloads of debris and it will be supervised.
- Mrs. Allen stated that Sabina Doyle had requested a switch in entertainment nights for Wednesday, November 24th instead of Thursday, November 25th. Mr. Dziczek made a motion that the approval for this one evening transfer be granted; Mrs. Rozanski seconded; all aye.
- Mrs. Allen stated that Gas Inspector Robert Coakley has expended \$2,000 over what had appropriated. Mr. Dziczek made a motion to approve an emergency transfer for \$2,000 for the Gas Inspector; Mrs. Rozanski seconded; all aye.
- With reference to a letter received from the Executive Office of Education dated October 15th on the ed reform act, Mrs. Rozanski said she would contact the individuals listed for further information.
- An invitation was noted from Wheelabrator on their holiday party on December 10th. Mrs. Rozanski said she and her husband would go, and Mr. Dziczek would think about.
- It was noted that there was a citizens' group called the Holiday Parade Committee consisting of Ellen Gove, Maryjane White, Maureen Giles, Robin Gelbwachs, Sandy Bennett and

Debbie Williams. Mrs. Rozanski said they were under the Park Department. Mrs. Allen suggested to Mrs. Gelbwachs that the committee come in and just run through everything with the Selectmen. She told Mrs. Gelbwachs they would be on the agenda for November 29th at 7:15.

- A meeting on December 8th at Tri-County was noted. Mrs. Rozanski said she would attend and, therefore, could not attend the meeting at Norfolk County Agricultural School.
- It was noted that the Town Hall Study Committee and Mrs. Rozanski would be going into Boston on December 2nd to discuss the town hall project further.
- It was also noted that the Norfolk County Advisory Committee was meeting on December 15th - Mrs. Rozanski said she would attend.

10:15- The meeting was adjourned.

Respectfully submitted,



Mary Jean Fredette, Secretary

mj

**BOCZANOWSKI
Construction
Incorporated**

**Builders - Developers
P.O. Box 260
Medway, Mass. 02053**

November 12, 1993

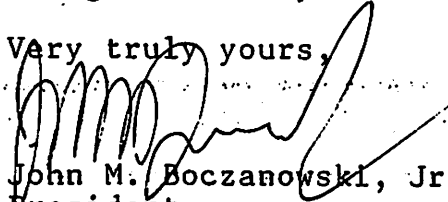
To Whom It May Concern:

Please be advised that Boczanowski Construction, Inc., a Sub-contractor for the Sisters of Bethany, made arrangements to have a police detail for October 30, 1993, at their location on Route 126 (the former Breezy Meadows Camp). The detail was for 8 hours, a full day.

Officer Boyan appeared for his shift and was at that time advised that the special detail was not needed as scheduled work had been cancelled. At that time, the general contractor, Donald Sims, advised Officer Boyan that he would honor the 8 hour commitment and that the Sisters of Bethany would be responsible for payment.

The Sisters of Bethany, to the attention of Sister Margaret Katherine, should be billed for the special detail, their address being 85 Bethany Road in Framingham, MA 01701.

Very truly yours,


John M. Boczanowski, Jr.
President

JMB/ew

Cc: Donald Sims
Sister Margaret Katherine



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

AGENDA

NOVEMBER 15, 1993

- 7:00 p.m. - Open meeting, sign warrants, approve minutes of 11-8-93 and previous executive session minutes.
- 7:05 - Public Hearing - New England Telephone and Boston Edison -
re: conduit on Cottage Street.
- 7:15 - Ellen Spavold, Lovering Street -
re: driveway.
- 7:30 - Don Springer, Birch Bark Road -
re: repairs to Causeway Street.
- 7:45 - Executive Session -
Police Department and Police Association.
- - Old Business.
- - New Business.
- 8:30 - Permanent School Building & Site Selection Committee -
re: update.

Present: Richard Brown, Joseph Dziczek, Raphaela Rozanski,
Administrative Assistant Ruth Allen.

7:00 p.m.—Mr. Brown called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. The warrants were signed.

Mr. Dziczek made a motion to accept the minutes of November 8th with two corrections: on page 2, add "9" p.m. to the first line of the first paragraph, and on page 4, add "and/or health issues" to the last line of the fifth paragraph, as well as to accept the executive session minutes of that evening; Mrs. Rozanski seconded; all aye.

7:05 - Mrs. Rozanski read the ad that appeared in the Milford Daily News for petitions from New England Telephone and Boston Edison for conduit on Cottage Street. Present were Pat Lovett from New England Telephone and Sheila Gillis from Boston Edison. As there were no objections, Mrs. Rozanski made a motion to grant the petitions from Boston Edison and New England Telephone Company for conduit on Cottage Street near Royal Heights Drive; Mr. Dziczek seconded; all aye.

7:10 - Mrs. Rozanski mentioned that she had spoken to a Lisa Mawn who seemed to be interested in being appointed to the Conservation Commission. She mentioned some of her qualifications, and on that basis, made a motion that she be appointed through June 30, 1996; Mr. Dziczek seconded; all aye.

7:15 - Ellen Spavold of Lovering Street came before the Board detailing her problems with getting her driveway repaired, stating that nothing had been done yet. Mrs. Spavold said that when she had spoken to Koshivas (who had done the driveway originally) he had estimated it would cost about \$700 to repair. Mr. Brown thought it had been understood it was to be repaired. Mr. Higgins suggested we have Koshivas come it and do the repair for us. Concern was raised as to where the money would come from, and it was assumed it would have to come out of highway. Mr. Brown asked Mr. Higgins to get a verbal estimate from Koshivas, as well as a description of exactly what he would do and how he would do it. Mr. Higgins said the information would be in their weekend packets.

7:25 - Don Springer of Birch Bark Road came before the Board to discuss the condition of Causeway Street. Mr. Brown outlined the plan to excavate the first 1500 ft. from Holliston and to work on the second 1500 ft. with catch basins and cutting of the hill. He mentioned the Town was waiting for Mass. Highway approval on the project, that money has been allocated to Medway, but realistically nothing would happen until June. Mr. Springer felt the area that was the worst was the 50 ft. near the Dowdell's driveway. Mr. Brown asked that Mr. Higgins see if that area can be repaired and to get an estimate from Bardon-Trimount as to how much it would be.

It was noted that the sander has been ordered, and would take 3-4 weeks to be delivered.

- Mr. Brown commented that he had seen the firing range, and it looked like a safe location. The rest of the Board still wants to see a written proposal from the Police. Mrs. Allen suggested written permission from the Cemetery trustees.

- 7:45 - Members of the Police Association came before the Board including: Jerry Tracy, Jeff Watson, Dick Malo, Joe MacDougall, Jim Boyan, Kevin Brennan, Bob Saleski, Bill Boultenhouse.

Mr. Brown asked that the conversation be limited to the one particular detail in question. Officer Boyan said the detail was for October 30th and was told to expect it to last 8-12 hours. Donald Sims and John Boczanowski told him it had been cancelled, and Mr. Sims told him to go ahead and bill for the eight hours anyway. Officer Boyan felt it was an outside detail and would have put in for the four hour minimum at least. Mrs. Rozanski detailed a letter written to Chief Lambirth stating that since he signed the bill, Officer Boyan should at least get paid the two hour minimum, and the two hours will be billed to John Boczanowski. Sgt. Saleski then gave the Board a letter from John Boczanowski authorizing payment of the eight hours. Sgt. Saleski also said they now have a new detail slip which is being signed by the person/company authorizing the detail or as agent for another. The Board agreed to pay Officer Boyan the additional two hours minimum since Sgt. Saleski stated that whoever is the ultimate person paying the bill should determine if it is a Medway based business for a two hour minimum, or an outside company for a four hour minimum. The Board will still discuss the other four hours after consultation with Town Counsel and Chief Lambirth. Officer Boyan did ask that Mrs. Allen call him after Mr. Brown talked to Town Counsel to see if Officer Boyan can be paid for eight hours. Sgt. Saleski felt the Town is not paying the wage, so why was the Board concerned. Mr. Dziczek explained the reasons why he felt the eight hours should not be paid, basically because the police department's integrity was involved and getting paid for hours not actually worked and looking for supplemental income. Sgt. Malo expressed his unhappiness with the Board feeling they had overstepped their bounds. He also accused the Board of pulling two of his pay vouchers from payroll and not paying him. He stated that if this ever happened again, he would go to Wrentham Court; this was not a threat, this was a promise. Mr. Brown said there were no other detail vouchers pulled by this Board. Mrs. Rozanski stated the Board had every right to verify payment for the Town's employees and no one would prevent her from doing her job.

- 8:10 - Mr. Brown left the meeting to speak to the Water/Sewer Commissioners.

- 8:35 - Members of the Permanent School Building and Site Selection Committee came before the Board. Mrs. Rozanski passed out some ed reform literature used by the Town of Boxford and explained how the figures had been arrived at. She felt the Medway figures could be calculated as well with the formulas shown. She anticipated working with some of the members of

the Finance Committee to come up with those figures.

With reference to the cherry sheet, she said no equity aid would be coming to Medway next year. She was unsure if a waiver could be obtained from increasing the budget.

John Boczanowski, chairman of the School Building Committee, explained the history behind their formation in 1986. He spoke about population increase and the increased enrollment at the entrance school level. A report was given at town meeting in the fall of 1988, and \$50,000 was given to the committee to begin the process of architectural drawings. The committee felt the new school would be a K-5 configuration. Costs given included expenses and salaries of some administrative people, not including teachers. Their two story proposal would be for an adjacent building next to the Burke School, with shared facilities of library, gym, kitchen, etc., and to move playing fields to the back of the high school. The plan was to bond the \$10,000,000 over a 20 year period. He said the Town would pay \$3.1 million plus interest or 69%, with the first payment being due one year after it was completed. Special Town Meeting would have to also borrow the additional \$500,000 up-front money. It was understood that the \$10,000,000 was subject to state funding, and voted on at Town election.

Chris Lorenzen indicated that a Special election has been set up for February 1st for Representative Ranieri's vacancy, so if a Special Town Meeting could be held on December 20th, the question could be put on the ballot for February 1st. Mrs. Rozanski noted that there would have to be put two ballots because Representative Ranieri is in the third precinct, and a ballot question would encompass all three precincts. Mr. Boczanowski indicated that the State has the figures per square foot, and that a cushion was put into the \$10 million figure. It was noted that an audit needs to be done for the issuance of bonds, but maybe in two years, not right now. Mrs. Rozanski said she would like to review the material presented to her this evening, but understood a commitment was needed by the Board by November 29th if the above dates were to be met. Mrs. Rozanski also requested a copy of the School Building minutes, which Mrs. Lorenzen would provide. Bruce Hamblin, rep to the Committee from the Planning Board, was concerned that a buffer area will not exist in the plans being presented.

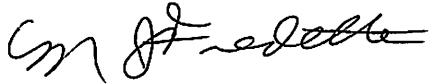
10:00- Mrs. Allen gave the Board Sabina Doyle's new alcoholic license to sign. (This included the pool room.)

- Mrs. Allen presented to the Board a request from Kiewit for a sign, 9'-6" x 3", to be placed on their property on Trotter Drive. Mr. Dziczek made a motion that this be approved; Mrs. Rozanski seconded; all aye.
- The Lions Club submitted a request for their annual Christmas tree sale. Mrs. Rozanski made a motion that their request be granted; Mr. Dziczek seconded; all aye.

- It was requested that a copy of the gravel permit application be sent to Fran Donovan for his own information.
- The letter from Ruth Sanders, chairman of the Council on Aging, was noted.
- The Board discussed the letter received from the Library Trustees with regard to allocating a specific number of sick days. The Board was in agreement to leave the present personnel policy the way it is.
- The Board acknowledged receipt of two letters from Chief Wayne Vinton: one on his visit to the Charlie Norman property on Village Street, and one on letting the Selectmen and the Finance Committee be aware of an anticipated shortfall of \$3,600 because of subdivisions connecting into the fire alarm system.
- Also noted were the following:
 - Mary and Allan Fraser's letter of Oak Street on the Water Department's discourtesiness.
 - School Committee liaisons.
 - Allan Fraser's resignation from the Planning Board.
 - Earl Berthiaume's letter concerning water run-off problems at his home on Holbrook Street.
 - Mr. and Mrs. Dovenio's letter concerning the property at Breezy Meadows. The Board asked that a copy of the letter go to the Board of Health and the Conservation Commission.
 - Tri-County's budget meeting on December 8th.
 - Pam Bartolini of Holliston Street concerning a Class II license for her ex-husband known as Bartolini Motor Sales.
- Mr. Brown asked if the auditors had been written to yet concerning receiving a proposal for a FY'92 - FY'93 combined audit. Mrs. Allen said a letter had been written. Mr. Brown also asked about a letter being written to the District Attorney asking them to push their investigation along. Mrs. Allen indicated the D.A.'s office was involved in a special case at the moment.
- Mr. Brown said he had spoken to the Water/Sewer Commissioners and gave them a preliminary draft proposal. He gave the other Selectmen a copy of that proposal as well, who will look it over and give their comments to Mr. Brown.
- Mr. Dziczek asked that Mrs. Allen write a letter to Dr. Bettencourt asking for the backup for O'Brien, Burke School playground contractor, and for the contractor who did the North School. He also asked for copies of all lease/purchase agreements and contracts for the past three years - anything that commits to a continuing payment. It is to be noted that Dr. Bettencourt should contact Mr. Dziczek for more information.
- The Board requested that Chief Lambirth be on the agenda for next week.

11:15- The meeting was adjourned.

Respectfully submitted,



Mary Jean Fredette, Secretary

mj



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

AGENDA

NOVEMBER 8, 1993

- 7:00 p.m. - Open meeting; approve minutes of 10/25/93 and executive session minutes of 10/25/93 and minutes of 11/1/93; sign warrants. ¹⁸
- 7:05 - James Boyan -
re: firing range.
- 7:15 - Public Hearing -
re: Sunday license for liquor stores from
Thanksgiving through Christmas.
- 7:30 - Joint Meeting with Housing Authority -
re: to fill vacancy.
- - old business.
- - new business.

Present: Richard Brown, Joseph Dziczek, Raphaela Rozanski,
Administrative Assistant Ruth Allen.

Prior to the start of the meeting, Mr. Brown brought up a letter received from the State's Office of Special Projects concerning a Hall of City Flags in the Great Hall of the State House. The letter is requesting all 351 cities and towns in the Commonwealth to create a flag for display in time for Flag Day, June 14, 1994. Mr. Brown asked Mrs. Allen to check into the creation of such a flag using the Town's seal, and into the procuring of others to give to ex-Selectmen or when people retire.

Mrs. Rozanski mentioned going to the Veterans Days Services at the Community Church and giving the Proclamation.

7:00 p.m.--Mr. Brown called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. Mrs. Rozanski made a motion to amend the agenda to add an executive session at 8:00 to discuss interpretation of the police contract; Mr. Dziczek seconded; all aye.

- Mr. Dziczek reviewed the warrants and stated he would not sign them as their was one invoice he questioned. He was informed he could sign the warrants and approve them except for the one invoice. On that basis, Mrs. Rozanski made a motion to approve the warrants but deleting voucher #1932, vendor #2886, invoice #1932, O'Brien & Sons in the amount of \$3,367; Mr. Dziczek seconded; all aye.

- Mr. Dziczek made a motion to approve the executive session of October 18th, and the regular session minutes of October 25th and November 1st; Mrs. Rozanski seconded; all aye.

7:07 - Officers Jerry Tracy and James Boyan came before the Board to ask permission to relocate an outdoor police shooting range behind the Town Barn and near the gravel pit. Backstops would be added, and wood chips would be used as the impact area. Officer Boyan stated the area would be well-posted, and that the shoots would probably be run on Saturday mornings, as well as gun safety courses they would conduct. He indicated that Police Officers are mandated to shoot three times a year. Officer Boyan said they did not have any problems in the 4 years they were at the other location nearby. He felt everything was in place, they just needed permission from the Board. Mr. Brown said he would like to see the location and made arrangements to meet Officer Boyan there on Friday. Mr. Rozanski mentioned her concerns for safety, and Mr. Dziczek noted the officers need to qualify, and the cost of getting rid of pollutants at the firing area, otherwise he had no problem. Interrupted for public hearing.

7:15 - Mrs. Rozanski read the ad that appeared in the Milford Daily News for a public hearing for package store openings from the Sunday before Thanksgiving through the Sunday after Christmas. Several package store owners were present and stated their support. Mrs. Rozanski made a motion to grant licenses for package store openings from the Sunday before Thanksgiving through the Sunday after Christmas from 12 Noon

until 9 p.m. for a three year period through 1995; Mr. Dziczek seconded; all aye.

7:30

Back to the officers. Mr. Dziczek also said he wanted to make sure Town Counsel said it was O.K. Officer Boyan said all guidelines are set up by the N.R.A., including the necessary backstops and impact area. The Board discussed civilians using the area, and Officer Tracy felt it could be discouraged by telling them to leave as they were trespassing on town property. The officers were asked to bring back a proposal to the Board with more information, and in the meantime, Mr. Brown would look the area over.

7:35 -

Members of the Housing Authority Richard Coakley, Mary O'Leary, and Robert Clorite with Director Helen Luccio were present for a joint meeting with the Selectmen to appoint a member to the Authority to fill the vacancy created by the resignation of Michael Conena. Mr. Brown made a motion to appoint Joseph Dziczek chairman of the joint meeting; seconded and approved. A motion was made to nominate Michael Matondi to the Housing Authority; seconded. A motion was made to close nominations; seconded. Col. Matondi felt this Board did a great deal for the Town, and would be proud to serve on it. Mrs. O'Leary felt Col. Matondi, as well, would bring much to the Board. A motion was made to appoint Col. Matondi to the Housing Authority through the May elections; seconded; all aye, unanimous.

Col. Matondi took a moment to mention the additional names added to the war memorials, and wanted to make sure credit went to those who put everything together to get it done. He also wanted to mention veterans' names be considered for new streets in town.

7:45 -

Assistant Highway Superintendent Bob Power was present to ask the Board again for their approval for a replacement stainless dump mount sander for the 67.1 miles of road for the Highway Department. Mr. Brown said to order the sander and take the money out of snow removal. The state bid list cost is \$7,524. Mr. Dziczek asked Mr. Power to come up with a schedule of how long it takes to sand and plow the streets in Medway just once. Mr. Brown also asked what procedures are in place, and which vehicles sand and which plow, and how these vehicles work with other town vehicles.

Mr. Brown also mentioned how he noticed a sign and pole was missing near his street and disappeared in just a short period of time. Mr. Power mentioned the signs were costly at about \$100 apiece.

Mr. Brown asked about the thermoplastic markings. Mr. Higgins joined the meeting and mentioned that in conversation with the company, it was decided to wait until the springtime to put them down as the cold winter weather was approaching. Mr. Brown said he would like a drawing indicating where the markings are going to go.

Mr. Brown asked about paving. Mr. Higgins had heard nothing,

and will call tomorrow.

Mr. Dziczek brought up the sidewalks issue. He indicated that they will be going to measure the width and length of the sidewalks, with Carlo Molinari Jr. and Diarmuid. Mrs. Allen suggested they measure minus the driveways.


- Mrs. Allen brought up the salary schedule, and stated she had taken the old salary schedule, eliminated the first column since the steps are 4% apart, and added a new column for step 8. This would be retroactive for FY'94 from July 1, 1993 through June 30, 1994. Mrs. Allen mentioned she would have a memo going out, once the salary schedule was approved, asking employees to submit the retroactive amount for 19 weeks by November 20th. She indicated it would be a separate check. Mrs. Rozanski made a motion to accept the salary schedule as prepared by the Personnel Director and Mr. Brothers; Mr. Dziczek seconded; all aye.
- Mr. Dziczek expressed his thanks to Town Accountant Bob Brothers for taking time out of his vacation day to help in deciphering the sidewalk situation with Carlo Molinari and Diarmuid Higgins. He said they all behaved like gentlemen and Mr. Brothers even volunteered to get together with Mr. Dziczek the night before.
- Mrs. Allen gave the Board a petition from New England Telephone Company and Boston Edison for a pole location move on Royal Heights Drive that did not require a public hearing. Mrs. Rozanski made a motion that the petition be granted; Mr. Dziczek seconded; all aye.
- Mrs. Allen stated that the EMS Association had come to her to request a toll road to solicit money. The Board felt there was no safe intersection that this could be done, but had no objection to it being done at the shopping center.
- The Board discussed the gas pump bid received from the City of Chelsea for \$2,401. Mrs. Rozanski made a motion to accept the bid received from the City of Chelsea for \$2,401 as a bank certified check and to come and get them; Mr. Dziczek seconded; all aye. The original cost was around \$6,000 in 1991.
- The Chairman signed the agreement for excess loss insurance signed between the Town and Insurance Company of North America.
- The Board reviewed the letter received from E. Parrella Company for a temporary double-sided sign on town property indicating where Parrella Company is on Alder Street off of Trotter Drive. Mrs. Rozanski made a motion to approve the 12" x 24" sign until April 1, 1994; Mr. Dziczek seconded; all aye.
- Mrs. Rozanski made a motion to approve the list of election workers submitted by the Republican Town Committee; Mr. Dziczek seconded; all aye.

- A letter received from 8-year old Matthew Marshall of 65 Summer Street was noted. The Board asked that a reply be sent.
- Mrs. Allen asked the Board to look over the Fire Department's newly submitted rules and regulations.
- Mrs. Allen brought up the letter and petition from residents around North and Pine Streets. Mr. Brown asked that comments be gotten from the Safety Officer on this.
- Paula Converse's letter on a stop sign on Buttercup and Lovering Streets was also noted. Mr. Brown remembered it had previously been sent to the Police Department for comments.
- The Building Inspector's October monthly report was noted. Mrs. Rozanski asked if there was a moratorium on building in Medway? Mr. Dziczek said it cannot be declared unless there isn't sufficient water for residents or the areas are rezoned. *and/or health issues*
- The MMA legislative bulletin was noted.
- The Board reviewed the letter from the Office of Transportation and Construction indicating that there were Chapter 90 funds available in the amount of \$298,591 for Medway. It looked as if there might be around \$500,000 to spend on roads.
- Mrs. Allen said that the emergency transfer for the removal of tanks was given to the Finance Committee.
- Mrs. Allen asked if the town hall and D.P.S. employees could have the day after Thanksgiving off, as has been tradition. Mrs. Rozanski made a motion that this be approved; Mr. Dziczek seconded; all aye.
- Mrs. Allen said that the Board of Health would like the use of Town Counsel in a legal matter. Mrs. Rozanski made a motion to allow the Board of Health to use Town Counsel as referenced in Attorney Maciolek's letter of October 27th; Mr. Dziczek seconded; all aye.
- Mr. Dziczek asked that Mrs. Allen check on the status of Lot A on Ryan Road.
- With reference to Norfolk County Selectmen's Meeting, Mr. Brown and Mrs. Rozanski will be attending.
- With reference to the January MMA Annual Meeting, all the Selectmen and Mrs. Allen will be attending.
- Mr. Brown asked that Mrs. Allen get in touch with Boston Edison for street lights - they might give the town lights for free as long as we pay the bill. Mrs. Allen will call Fred Roth.
- The new employees for the Assessors' Department were noted.

They will be updating the tax maps.

- Mr. Dziczek mentioned his concern for the handicap parking around the area of the Village Church on Sundays and hoped they are being ticketed.
 - Mr. Dziczek mentioned that Bernie Casey would like to bring his Boy Scout troop to the Selectmen's November 22nd meeting to observe.
 - Mr. Brown said he will not be at the Selectmen's meeting on November 22nd.
 - Mrs. Rozanski spoke about the health care meeting she and Mrs. Allen attended. She was enlightened as to the impact on town government this will have. She stated there was no cap on what it might cost the municipalities, but felt it would be expensive. Some said 1/3 of the town's budget is insurance, and there is nothing to take care of medicare. The word "employees" is also not defined as to the minimum amount of hours they must work. It was also thought that if you were part-time, and you paid 100%, you could be on the plan; not so. She and Mrs. Allen attended various talks separately to get as much information as possible. The bottom line is that we will have to save for the town and the employee.
 - Mr. Brown asked if there was any news as to a special town meeting on the subject of a new school? Mrs. Allen said the school building and site selection committee was on the agenda for a presentation on November 15th. Mr. Brown stated that the Finance Committee had given them their support, and when asked how it would be paid, he indicated through a debt exclusion question.
- 9:10 - Mrs. Rozanski made a motion to adjourn to go into executive session to discuss interpretation of clauses in the police contract not to return to public session; Mr. Dziczek seconded; all aye.

Respectfully submitted,



Mary Jean Fredette, Secretary

mj

*revised 11/15/93
as corrected*

EXECUTIVE SESSION

MINUTES OF THE SELECTMEN'S MEETING

NOVEMBER 8, 1993

PAGE 1.

Present: Richard Brown, Joseph Dziczek, Raphaela Rozanski,
Administrative Assistant Ruth Allen, Secretary Mary Jean
Fredette.

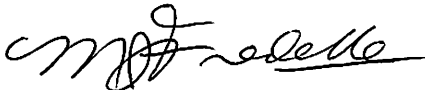
9:10 p.m.-The meeting was called to order in the Selectmen's Meeting
Room 2 of the Town Hall.

The Board discussed different clauses in the police contract
as pertaining to details. It was decided that Police Chief
Lambirth and Sgt. Saleski would be invited to the Selectmen's
meeting on November 22nd to discuss further as they are the
ones responsible for details.

- Mention was made that the crossing guard should be at the
intersection of Main and Holliston Streets at 7:00 a.m., not
later.
- Mr. Dziczek said he would like to see more of the police
policies and their logwork.
- There was some discussion of a project manager for special
projects.

10:15- The meeting was adjourned.

Respectfully submitted,



Mary Jean Fredette

mj

approved 11/15/93



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

AGENDA

NOVEMBER 1, 1993

ROOM 111-MEDWAY HIGH SCHOOL

6:30 p.m.-Open meeting, sign warrants, approve minutes of
October 25th.

6:55 -Adjourn to auditorium for Special Town Meeting.

MINUTES OF SELECTMEN'S MEETING NOVEMBER 1, 1993 PAGE 1.

Present: Richard Brown, Joseph Dziczek, Raphaela Rozanski,
Administrative Assistant Ruth Allen.

6:30 p.m.-Mr. Brown called the meeting to order in Room 111
of the High School. The warrants were signed.

-A proclamation for Veterans Day was signed by the
Board.

-The Board need to vote on payment of the water
project. Mr. Dziczek made a motion that the
payment of \$87,154.41 be made; Mrs. Rozanski
seconded; all aye.

-The Board briefly discussed the articles on the
warrant.

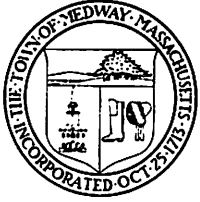
6:45 -The meeting was adjourned to the auditorium for
the Special Town Meeting.

Respectfully submitted,



Mary Jean Fredette, Secretary

mj



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

AGENDA

OCTOBER 25, 1993

- 7:00 p.m. - Open meeting, sign warrants, approve minutes of 10/18/93 meeting.
- 7:05 - Open R.F.P.'s for Recycling.
- 7:30 - Joint meeting on Special Town Meeting articles and available funds.
- 8:30 - C.I.P.C., FinCom, and Town Hall Study Committee
- - old business.
- - new business.

Present: Richard Brown, Joseph Dziczek, Raphaela Rozanski.
Administrative Assistant Ruth Allen was absent.

7:00 p.m. - Mr. Brown called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. The warrants were signed.

- Mrs. Rozanski read the information pertaining to the bid specs for the RFP concerning the bid opening this evening. Waste Management of Mass., Inc. of Cranston, RI and BFI of Rhode Island Inc. were present, as was Janet Riera, Chairman of the Recycling Committee and Kathy Rehl of the Board of Health. Mrs. Rozanski read over some of the documentation that was contained therein, but it was requested that exact costs not be revealed so that a technical evaluation could be done. Mrs. Rozanski made a motion to turn the bids over to the Board of Health for their review and recommendation; Mr. Dziczek seconded; all aye.

On another matter, Mrs. Riera asked that the Highway Department push the brush pile (just the smaller dirt pile), to push the leaves back and spread the compost.

- Mrs. Rozanski made a motion to accept the minutes of October 18th, with a minor correction where it is mentioned that the previous year audits would be reviewed by the Audit Committee from "FY'88-92" to FY'88-91"; Mr. Dziczek seconded; all aye.

7:40 - A meeting was held with various boards and committees to discuss the Special Town Meeting warrant articles. Present included:

Board of Assessors: June Murray, Jack Mee, Harry Johnson, Assistant Assessor John Wilson.

FinCom reps: John Collett, Rich Kahn, David Estrella, Randy Marcus, Bob Ciavarras, Lou Caccavaro.

CIPC reps: Jane Armstrong, Chuck Stuart, Bernie Cornelia.

School Committee reps: Dawn Boyan, Maureen Meyer, John Williams, Doug Downing.

School Supt.: Dr. Bettencourt.

Treasurer/Collector: Marge Sanford.

Town Accountant: Bob Brothers.

Mrs. Rozanski proceeded to explain the situation with funds in relation to ed reform for all present. Some was information she had recently obtained by going to ed reform meetings, one of which was with Senator Magnani. Percentage-wise, we spend \$10.59 per pupil which is over the \$9.40 that is ed reform state-mandated out of the \$16.57 Medway rate. Other figures were given indicating required and actual assessments. The Board mentioned other services that are outside of the school committee budget including payroll, health insurance and pensions.

The Board then reviewed each article.

Article 1: land next to Choate Park - no comments.

Article 2: a letter was received by Chief Lambirth indicating

the police contract amount to be \$13,516 for FY'94.

Article 3: based on 2%, the figure was about \$20,310 for non-contractual employees' salaries. Another figure was also given of \$21,500. There was some discussion with Joe O'Hara, who was present, suggesting increases be changed to 4% to be fairer and complement with the police and school contracts. Mr. Brown said he would look to the Personnel Director for a recommendation, but did indicate previous town employee raises included 8% in '89, 6% in '90, 4% in '91, 0% in '92, 2% in '93, and looking for 2% in '94. Sandra Bennett, who was present, stated there were step increases in the school contract as well. Mr. Brown said it was up to the town to decide - if they wanted to give the employees 4%, fine. Mr. Brown mentioned that no one comes to the JCRB, whereupon, Ms. Bennett mentioned that the employees were told by the Personnel Director not to apply for merit increases. Mr. Brown said that was correct because the Board of Selectmen was still looking at the financial picture at the time, and too much was up in the air. Again, it was stated, figures can be changed at town meeting.

Article 4: water department salary increases would come to \$2,890.

Article 5: \$502,675 is being requested by the school department to meet their expected needs for FY'94. Mrs. Rozanski asked if the voters would get a breakdown; Mr. Downing indicated there would be a handout given at the Finance Committee meeting on Wednesday and then at the STM. Mr. Caccavaro questioned if the funds would go either into salaries or expenses, and Mr. Brown felt it could just go into the school department budget. Mrs. Rozanski indicated the above amount represents a 6% increase over last fiscal year's appropriation.

Article 6: an area for donation to the local education fund to be on the excise tax bill - no comments.

Article 7: \$250 for a prior year's bill - no comments.

Article 8: a citizens petition for \$45,242.40 for Carlo Molinari for sidewalks done. This article took up a great deal of time discussing, where mention was made by Mr. Brown that this had been in litigation, and an agreement had been reached between Town Counsel and Mr. Molinari's attorney of approximately \$21,000, and was so included as part of a June STM article but was dismissed. Mr. Brown further stated that he did not hear directly, but understood that Mr. Molinari would not accept the settlement. Mr. Brown also said that it was not the work that was being questioned, but the amount, as several people went over the bill, and could only substantiate \$21,000. When asked who had authorized the work, Mr. Brown said that if he had to pick a town representative, it would have to be Highway Supt. Diarmuid Higgins. Mr. Caccavaro said he would speak to Town Counsel Wednesday night to find out what the town's legalities are. Mr. Brown further said that we are working to make sure

everything is in writing in the future, such as the work done at the Main/Summer/Village Street intersection. In response to further questions about the extra work done, Mr. Brown said bills were no longer paid after we reached the \$93,000 contract amount.

8:55 - At this point, the Board went over the cash flow, and it was determined that the excess levy is at \$538,922. Actual receipts were at \$1,821,926. Thought was given to increasing the overlay, but Assessors Chairman Murray said we were at the stretching point right now and did not recommend that. Mr. Brothers mentioned there was about \$250,000 in the stabilization fund right now. Mr. Caccavaro concurred that the sidewalks money could be taken out of that if need be.

9:15 - Representatives from the FinCom and the CIPC remained to hear the Town Hall Study Committee discuss their progress with the building. Paul Wilson, Chairman, elaborated on what they have been doing and what their goals are. He stated they were interested in pursuing any grants available, and that the figure should not exceed \$100,000. Mr. Wilson said they are hoping for an article on the Annual Town Meeting in May of 1994, to begin work in September 1994, with occupancy in the Spring of 1995. It was mentioned that the legislators should be thanked for their support, and kept apprised of the progress, maybe on a monthly basis, as well as letting them know what other activities are going on in Medway that they should be made aware of.

10:00- Looking at the list of appointed officials of the Town, Mr. Brown and Mr. Dziczek asked the secretary to remove Herbert Choate's name as Assistant Chief. The Board also questioned Walter Johnson's name as a member of the Recycling Committee.

- Mrs. Rozanski mentioned going to the Foster Forbes breakfast with Mr. Collum, Mrs. Cassidy and Mrs. Ammering. At that time, they were able to discuss "in-kind services" and that she felt a plan should be submitted by the Board of Health of what assistance they would need at the Recycling Center by the Highway Dept., and then the Board of Health would cover the cost of emptying the extra dumpster out back.

- Highway Supt. Diarmuid Higgins stopped in to express the need to the Board of getting another sander before winter sets in.

Mr. Higgins also asked about hired plows. He inquired about insurance for them, and wondered what the rates should be. Mr. Dziczek suggested he ask surrounding towns what they pay.

Mr. Higgins mentioned that he had contacted the company about thermoplastic markings before he went on vacation - he has not heard anything since.

- Mrs. Rozanski mentioned that DEP will probably be ordering Sam White to clean out the pit next week.

- Mrs. Rozanski mentioned that she had called Paula Converse with regard to a request for a four-way stop sign at

Buttercup and Lovering Streets acknowledging her letter.

Respectfully submitted,



Mary Jean Fredette, Secretary

mj



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

AGENDA

OCTOBER 18, 1993

- 7:00 p.m.-Open meeting, sign warrants, approve minutes of October 12, 1993.
- 7:05 -Town Counsel
 re: salary budget and general information.
- 7:15 -Donald Grimes -
 re: update on ambulance rates.
- 7:30 -Randy Marcus, Burton Speer -
 re: appointment to Finance Committee.
- 7:40 -David D'Amico, Bruce Hamblin, Dionne Levasseur,
 Stephen Reding -
 re: appointment to Zoning Board of Appeals.
- 8:00 -Paul Graney -
 re: appointment to Zoning Board of Appeals
- -old business.
- -new business.
- -Executive Session.
 re: litigation.

Present: Richard Brown, Joseph Dziczek, Raphaela Rozanski,
Administrative Assistant Ruth Allen.

7:00 p.m. - Mr. Brown called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. There were no warrants.

7:01 - Treasurer/Collector Marge Sanford came before the Board to briefly discuss the audits that have yet to be done. Mr. Brown, as one member of the Audit Committee, stated that the Committee had met on October 14th, and would be meeting again on October 28th. They want to meet with certain department heads such as the School Business Manager, the Town Accountant and the Treasurer/Collector before they would make a decision as to a single audit for FY'92 or a combined audit for FY'92-FY'93.

Mr. Brown commented that the Auditors had contacted one of the FinCom members saying that no one has contacted them. Mrs. Sanford stated she had called the Auditors asking that whoever was going to be in charge of the Medway audit to contact her, and she has not heard from them. Mr. Brown suggested we bring in the Auditors for a discussion.

Mr. Brown stated that James Waddell was the chairman of the Committee, Kelly Adler was vice-chairman, Richard Kenney was secretary, and he and David Verdolino were members. He mentioned how some of the other members thought they were going to go into each department and audit them, and Mr. Brown had to correct that misconception. In the process of reviewing a completed audit and its scope, the committee will be looking at and reviewing the FY'88-91 audits. Mrs. Sanford mentioned that Mr. Brothers might be ready for the FY'93 audit at the end of November, (he had already submitted his figures to Cicoria for the FY'92 audit), but that she would be having a problem with the FY'92 audit as there are no details.

7:15 - Town Counsel Richard Maciolek came before the Board to speak about his Law budget. He mentioned that the last six months have not been exceedingly heavy insofar as Counsel to the Town is concerned. He mentioned that the ZBA was the prime department involved in litigations, but that he had also been involved with appeals to the appellate tax board with the Assessors. He brought up the Molinari case and the Treasurer problems with a claim on the bonds, and that the Cole Library is almost resolved. He mentioned that in his capacity as Counsel he reviews contracts and answers questions for department heads after it has been cleared by the Selectmen. He felt that the 200 hours for this year will be the cap, but he will go back and check what the actual hours were for the last fiscal year, and up to the present.

7:25 - EMS Coordinator Donald Grimes came before the Board to present figures to show if there should or should not be an increase in the ambulance rates. He felt there would be a deficit of around \$734.44, and therefore felt that a \$25 increase per run might ensure being in the black. He stated that only Franklin is lower than Medway, and even with an

increase, we would still be the second lowest. Mr. Dziczek questioned if the increase should be even higher, but Officer Grimes said he did not want to impact the Medicare and Medicaid patients, and therefore recommended only the \$25 increase. Mrs. Rozanski made a motion that the ambulance rates be increased from \$125 to \$150 per run as recommended by the Coordinator, and not change the mileage charge; Mr. Dziczek seconded; Mrs. Rozanski amended the motion to include effective January 1, 1994; again seconded; all aye.

7:40 - Randy Marcus and Burton Speer came before the Board to discuss their interest in serving on the Finance Committee. Mr. Brown asked if they realized the commitment they were making, and that they had to interact with all departments; they did. Mrs. Rozanski said they have to go and search out information. Mr. Dziczek added how the Finance Committee is broken down into sub-committees. Mr. Marcus felt it would be a challenge and was especially interested in long-range planning. Mr. Speer felt by being on the FinCom, it would be his way of being able to give something back to the town. Both don't feel there would be any conflict of interest. Mrs. Rozanski made a motion to appoint Randy Marcus to the Finance Committee through June 30, 1994 for the unexpired term of John Williams, and Burton Speer to the Finance Committee through June 30, 1995 for the unexpired term of Tucker Reynolds; Mr. Dziczek seconded; all aye.

7:55 - Bruce Hamblin, Dionne Levasseur, David D'Amico, and Steve Reding came before the Board to discuss their interest in serving on the Zoning Board of Appeals. (Paul Graney came in shortly thereafter.) Mrs. Levasseur noted her technical experience in interior architecture, and her willingness to use her energy and fresh ideas to get involved in the town. She mentioned that she had done the audit of the town buildings from being on the Disabilities Commission.

Mr. Reding mentioned he had been in the town 35 years, a builder for 12 years, on the Fire Department 15 years, as the Clerk of the Works for the fire station, chairman of the Building Code Board of Appeals, and was familiar with the Zoning By-laws. Mrs. Rozanski asked if there was any conflict of interest, and he felt there was not. Mr. Dziczek reminded him that he had to be impartial even to people that he knew. With regard to the Building Code Board, he said he would resign if it was a conflict.

Mr. Hamblin said he had been an alternate on the ZBA, and was presently on the Planning Board. Mrs. Rozanski said they both required a considerable amount of work. Mr. Hamblin said he enjoyed the ZBA, determining if there were hardships, and that it gave a different perspective from the Planning Board which dealt with subdivisions from scratch. He mentioned that dealing with planning in Brookline was different from Medway because there they focus on planning issues, street patterns, open space, where schools should be located, and the creation of a master plan - Medway just does subdivisions mostly. The Board was in favor of Mr. Hamblin's ideas being expressed further at a subsequent meeting, and

then inviting the other members of the Planning Board to another meeting.

Mr. D'Amico said he had been on the Planning Board as well for three years, as well as being the ZBA alternate, and was interested in improving the aspect of Medway. He stated he would resign from the Planning Board if appointed to the ZBA, and did not feel he had any conflict of interest.

Mr. Graney said he had been in Medway over 6 years. His background was in auditing with the DOR, but has been involved with the appeals process and was also on the Industrial Development Finance Authority in town. He did need to know the parameters of what the position entails, and would pursue that if appointed to see if there was any conflict. Mrs. Rozanski also felt he had some talents to offer either to the Conservation Commission or to the Finance Committee.

Arlene Doherty, secretary to the ZBA, was present to mention that meetings are usually on the first and third Wednesdays of each month (or at least once a month) and they can end at 8:30 or midnight. Most of the time, members go and view the properties to be brought up at a hearing to be more aware of the subject.

Mr. Brown stated they would take their interest under advisement, and thanked them for coming.

8:20 - Highway Assistant Bob Power was present to update the Board. Mr. Dziczek did mention that he was in the vicinity of the Highway Barn three times over the weekend and noticed the gate was open.

Mr. Power reiterated the problems they were having with the '86 sander. He said it was supposed to be replaced next year, and he was not sure if it was worth it to try and repair it, and then still have to replace it. He mentioned that Torwell's sander would cost \$5,800 from the State bid list. Mr. Power expressed the need to have four sanders, especially with the number of roads totalling 70-75 miles of roads, and especially cul-de-sacs that take longer to do because of the extra number of sweeps it takes to do. He also spoke about the '76 truck that was bad and the plow that was gone. He mentioned that they still have to sand and salt the unaccepted streets, even though they don't plow them.

Mr. Power said the catch basins are being cleaned now. He mentioned the accident involving a bus trying to go by one of the town trucks on Fisher Street, and wondered when a detail officer is needed, which was what Officer Bates had told him. He didn't feel that every time they work on town roads that they have to have an officer. Mr. Power asked for a list of specific instances when they would have to have a detail person. Mrs. Allen said the accident information will be sent to our insurance company. Mr. Dziczek suggested Mr. Power check with other towns about police details for highway work.

Mr. Power mentioned the dumpster for town hall removal waste which will cost \$240. He thought possible a roll-off would be cheaper. Mrs. Allen mentioned how highway assists the Board of Health with recycling and that "in-kind service" of exchange of assistance for the \$240 might be an alternative. Mr. Power mentioned how Wiring Inspector Bob Belland would be looking at the wiring in the old police station this week. He also said they did not find any asbestos except for one pipe. Mrs. Rozanski asked that Phil Parchesky, Hazardous Waste Coordinator, be brought in if the pipe has to be removed.

Mr. Power mentioned that the Medway Lions Club would like to leave a trailer they use when they sell Christmas trees at the Recycling Center for winter "in-kind service" for the person working at the Center. They were also asked to move the mulch pile, but Mr. Power said that would take four days to do. Mr. Dziczek suggested some thought be given to maybe pushing the brush into the pit if approval was given as it is clean fill.

Mr. Power asked why Highway personnel are the only ones punching a time clock? Mr. Brown felt as long as the department head did not mind, it could be discontinued.

Mr. Power mentioned the extra cost involved in the removal of the fuel tanks that was incurred by Petroleum Engineering in the amount of \$1,267.30, that was not known ahead of time. Mr. Brown recommended an emergency transfer. Mrs. Rozanski made a motion that the Board go to the Finance Committee for an emergency transfer from the reserve fund for \$1,267.30 to cover the extra costs incurred by Petroleum Engineering; Mr. Dziczek seconded; all aye.

- Mr. Brown asked about if Chapter 90 funds had been approved; Mrs. Allen said nothing yet. Mr. Brown mentioned Mrs. Spavold's driveway, and Mrs. Allen she had been in that day and would be speaking to Mr. Higgins next week. Mr. Brown brought up the lines and arrows, and Mrs. Allen said she would check with Mr. Higgins on that when he returns.
- Mrs. Rozanski mentioned going to the ed reform meeting Senator Magnani was sponsoring, accompanied by Finance Committee member John Collett and Treasurer/Collector Marjorie Sanford. She stated how they went over the Cherry Sheets and noted that resolution aid has been decreasing. Mrs. Rozanski said that we have spent what the State mandates we should spend on education and that no amount has to be appropriated further to the schools. It was also not required under the ed reform act to give the schools anymore money. She stated that Medway is spending \$10.59 out of \$16.57 per pupil, which is already above the \$9.40 per pupil minimum. Mrs. Allen hoped that people got the correct information before voting at the Special Town Meeting. Mrs. Rozanski reiterated that the deficits have to be paid first.
- Mrs. Rozanski made a motion to accept the minutes of October 12th; Mr. Dziczek seconded; all aye.

- The Board discussed a salary increase for town employees and the petition received. Mrs. Rozanski said she would go with 4% starting in January, or 2% over the year. The Board agreed they would stay with the original intention of 2%.
- Mrs. Allen mentioned that the Alder Street water project was aiming for completion by the end of the week. Mr. Brown suggested that a dedication be thought of for Main/Summer/Village and maybe the Alder Street project. Mr. Dziczek mentioned that Col. Matondi had asked him if certain intersections in town could be dedicated to deceased soldiers.
- Mrs. Allen mentioned the Veterans Day services scheduled for 8:15 a.m. on November 7th at the Community Church. When who would give the proclamation, Mrs. Rozanski received the nod.
- The cable rate setting form was signed by the Board.
- Papa Gino's liquor license with the new manager's approval was signed by the Board.
- An unsigned letter was acknowledged by the Board, but Mr. Brown said the Board does not pay attention to unsigned letters. Mr. Dziczek said he would like to investigate it further anyway with the Treasurer/Collector.
- The Board acknowledged the Norfolk County Selectmen's Meeting to be held on November 10th, and were advised to let Mrs. Allen know who would attend. Mr. Brown, so far, said he would go.
- A letter from the U. S. Department of Commerce was acknowledged stating that our OEDP grant application had been approved, but it does not constitute approval of the project.
- A letter from a resident was received asking that consideration be given to a 4-way stop sign at the intersection of Buttercup and Lovering Streets. A copy of the letter will be sent on to the Police Chief for his comments.
- The Board acknowledged a meeting with the Gazette editors on October 27th at the Medway Library. Mr. Brown said he might go.
- Acknowledgment was made of a letter from MEMA indicating a Westboro office had been opened; the MMA legislative bulletin; and the Tri-County School District net spending report.
- A letter was received from the Norfolk County Commissioners concerning a meeting on public safety to be held on October 28th. Mr. Dziczek asked if the Town could get compensated for when we house out-of-town people on a police detail such as Foxboro. Mrs. Allen said she would check with the Chief.

- The Board reviewed a letter from the Democratic Town Committee concerning a vacancy that exists on the Board of Registrars. The Committee submitted a list of three candidates. Mrs. Rozanski made a motion to appoint Florence Mucci to fill the vacancy created by the resignation of Bertha Conena through April 1, 1994; Mr. Dziczek seconded; all aye.
- The vacancies to the Zoning Board were discussed. Mr. Brown felt the Town could use Mr. Hamblin's planning expertise more on the Planning Board, and that the Selectmen should try and do what Mr. Hamblin feels we should be attempting to do. The Board asked that Mr. Graney be sent a description of what is involved with the Conservation Commission and the Finance Committee. The Board also felt that Mrs. Levasseur should be asked to help out on the Town Hall Committee and the School Building Committee, if she was willing.

Mrs. Rozanski made a motion that Dionne Levasseur be appointed to the Zoning Board of Appeals through June 30, 1996 to fill the vacancy of David Harrington; Mr. Dziczek seconded; all aye.

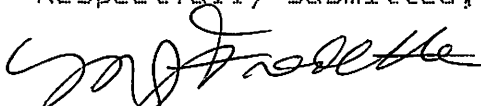
Mrs. Rozanski made a motion that Steve Reding and Dave D'Amico be appointed to the Zoning Board of Appeals through...(to be determined later); Mr. Dziczek seconded; all aye.

Mr. Dziczek said he would talk further with Bruce Hamblin about the Planning Board.

- The Board discussed the All Boards meeting on October 23rd. Mr. Dziczek said he would be there from 9 a.m. to 10 a.m.
- The Board also discussed the meeting on Monday, the 25th, and Mr. Brown suggested we invite the school, the assessors, the treasurer/collector and the town accountant to discuss the STM articles.

9:40 - Mrs. Rozanski made a motion to go into executive session to discuss possible litigation; Mr. Dziczek seconded; all aye.

Respectfully submitted,



Mary Jean Fredette, Secretary

mj



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

AGENDA

OCTOBER 12, 1993

- 7:00 p.m. - Open meeting, sign warrants.
- 7:01 - Sandra Bennett.
re: submittal of petition.
- 7:05 - Town Hall Study Committee, Paul DeSimeone, Paul Mitchell, Paul Wilson.
re: update.

Note: Open and close November 1, 1993 STM warrant.

Present: Richard Dziczek, Raphaela Rozanski, Administrative Assistant Ruth Allen. Selectman Richard Brown was absent.

7:00 p.m.-Clerk Raphaela Rozanski called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. The warrants were signed. Mr. Dziczek made a motion that the minutes of September 27th be accepted as written; Mrs. Rozanski seconded; all aye. Mr. Dziczek made a motion that the minutes of October 4th be accepted as written with three corrections: on page 1, the total need for the Special on November 1st was "\$578,000, not \$648,000"; on page 3, it was clarified that those streets "not yet accepted would be seeking a letter of release from the Planning Board/developer to get those streets plowed"; on page 2, it was clarified that the DEP's grant "application" was given to the Recycling Committee; Mrs. Rozanski seconded; all aye.

7:05 - Sandra Bennett came before the Board with a petition signed by non-contractual personnel seeking a 4% increase in salary, and to ask that this be what is asked for at the special town meeting coming up. Mrs. Rozanski acknowledged receipt of the petition and said it would be reviewed when all three Selectmen were present. Ms. Bennett elaborated that 41 out of 43 full-time employees had signed it, and that it was not just from a few people. She stated that the employees have no opportunity for a conference on salary increases and that the special town meeting is their bargaining power. Mr. Dziczek suggested that they also speak to the Finance Committee and get their support.

7:10 - Paul Wilson, Paul Mitchell and Paul DeSimone of the Town Hall Study Committee came before the Board to talk about the progress of their clean-up of the Town Hall. The Board had received documents pertaining to just what they were doing, and then gave the Board plans showing the changes they were recommending. Mrs. Rozanski asked that they keep records of the number of hours they work as well as the volunteers that are helping them, as this would help go toward matching grant funds as suggested by Reps. Gardner and Ranieri. She indicated that they would be looking at "in-kind services" for grant matching.

Further details on the location of different departments was noted: Assessors and Town Clerk on the first floor with a conference room between them, keeping the Accountant's office and Treasurer's office where they are. In the center area would be an elevator and handicap bathrooms. On the second floor would be located the Board of Health and the Water/Sewer Department with a conference room between them, and the Selectmen's Office and Building Inspector would stay where they are. These areas were allocated based on the square footage they required.

Paul Mitchell felt it was about time that the offices were able to conduct business in a professional manner, and still have their meetings in a separate environment from the daily office area. Mr. Wilson also mentioned the need to go through the basement area and determine what can be thrown

out and what has to be saved. Mr. DeSimone stated that the re-doing of the Town Hall is on Tri-County's agenda. Bob Belland, Wiring Inspector, was able to get a plan laid out showing what needs to be done except for the plumbing, and that the materials cost was about \$3,600, but that we would have to go out to bid for windows.

Mr. Wilson gratefully acknowledged the groundwork laid out by Diarmuid Higgins and Edward Duggan of the previous Building Committee. They had already gathered much of the information from which they had done their research. Mr. Mitchell again reiterated that the building was basically sound. Mr. Dziczek suggested a strong but diplomatic letter be sent to Representatives Gardner and Ranieri and Senator Magnani asking for support from the Board of Selectmen. Mr. Mitchell expressed appreciation for the support they had received. Mr. Wilson mentioned the microfiche available to record old documents that Mr. Brothers had. Mr. Dziczek mentioned that the new fire and police stations had areas that might be usable to store documentation under lock and key as backup once documents were put on microfiche. Mrs. Sanford stated that they should be kept for seven years, and that the Historical Commission was going through some of the material in the basement already for anything of historical value that can be thrown out. It was noted that the Highway Department was doing most of the work so far on rainy days. The subject of other volunteers was brought up, but Mr. DeSimone mentioned liability and that it was probably best to use town employees as they were already covered under our insurance. Mr. Wilson felt that the oil barrels should be removed, windows cemented, lights installed, the soffit needed painting, replace the gutter in the front of the old police station area, chimney needs to be looked at, the fire escape was a mess, there was a need for a sprinkler system and alarm system. They felt that the building was basically sound and worth the effort of approaching people for contributions.

Mr. Wilson asked the Board to review the documentation they were giving them this evening and give them any feedback. They mentioned that they were not planning to use funds until after July 1, 1994. They were looking to the Board to give them permission to proceed, and to work out a budget. They also acknowledged that they would have to speak to the Finance Committee, the Capital Improvement Program Committee, and to get grant procedure information.

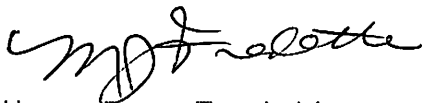
Mr. Dziczek made a motion to authorize the Town Hall Study Committee to approach and present information to the FinCom and the CIPC and other such committees and proceed with getting an estimated cost and proceed with their proposal; Mrs. Rozanski seconded; all aye.

Mrs. Rozanski asked that they think of temporary locations for any personnel that have to be moved.

Mr. DeSimone hoped that they would be able to start maybe a year from now.

- 8:35 - Mr. Dziczek made a motion to open the warrant for a Special Town Meeting on November 1st and accept eight articles that have been presented to them; and to also close the warrant; Mrs. Rozanski seconded; all aye.
- The revised contracts for the Alder Street water project were signed by the Board.
 - Mrs. Allen noted that no streets for acceptance have been submitted to the Board yet.
 - Mrs. Allen stated that she was still researching the Standard Uniform contract.
 - Mrs. Rozanski mentioned that in their packet was a group of by-laws involving solicitors not "prohibiting", just "regulating" what they can and cannot do, and that a time frame can be given to them. Ellen Gove, who was present, mentioned the problems the Park Commissioners have had with Juniper Farms trucks coming to the Parks during the summer. Mr. Dziczek thought the non-criminal disposition by-law might work here. Mrs. Rozanski asked that the Board look over the by-laws further in their spare time.
- 9:10 - The meeting was adjourned.

Respectfully submitted,



Mary Jean Fredette
Secretary

mj



BOARD OF SELECTMEN

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AGENDA

OCTOBER 4, 1993

- 7:00 p.m.-Open meeting, sign warrants, approve minutes of September 20, 1993.
- 7:05 -Public Hearing - New England Telephone Company
re: West/Fisher Streets.
- 7:10 -Financial Forum with:
Finance Committee, Board of Assessors, Treasurer,
Town Accountant, School Committee, School
Superintendent.
- 8:55 -Richard Malo, Boosters Club
re: Bingo moving to a different day and location.
- 9:00 -Steve Grossman, CableVision Industries
re: rates, rules and regulations.
- -Old Business.
- -New Business.

Present: Richard Brown, Joseph Dziczek, Raphaela Rozanski and Administrative Assistant Ruth Allen.

7:00 p.m.--Mr. Brown called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. The warrants were signed.

7:01 - Water/Sewer Supt. Mark Flaherty came before the Board to inform them of the decrease in the bid amount received by the low bidder for the Alder Street Water Main project. With the elimination of paving and some other items, the bid amount was able to be reduced to \$89,115.53. Mrs. Rozanski made a motion to sign the Notice of Award to CJP & Sons Construction for this amount; Mr. Dziczek seconded; all aye. Mr. Flaherty mentioned that additional contract documents would be brought to the Town Hall for additional signatures next week.

7:05 - Mrs. Rozanski read the public hearing notice that appeared in the Milford Daily News for a petition from New England Telephone Company for conduit on Fisher and West Streets. Pat Lovett representing NET was present and stated that the work was to be done in the Spring of 1994. As there were no other comments, Mrs. Rozanski made a motion to approve the petition; Mr. Dziczek seconded; all aye.

- Mr. Dziczek made a motion to accept the minutes of September 20th as written; Mrs. Rozanski seconded; all aye.

7:10 - Members from the Board of Assessors, Finance Committee, and School Committee, as well as the School Supt., Treasurer/Collector and Town Accountant were present to go over the cherry sheet figures with the Board. Mr. Brown mentioned how the Assessors and the Town Accountant were trying to put together Schedule A and that there were presently four town meeting articles being considered for the next special tentatively scheduled for November 1st. Mr. Brown mentioned the two articles submitted by the School Committee; the first asking for the over half-million dollars to be transferred to the School Department budget; and the other to institute a local education fund. The third article would be to cover the police contract; the fourth to cover non-union personnel increases; and the fifth from a citizens petition.

Dr. Bettencourt stated that there is also approximately \$70,000 in addition to the half-million dollars that would be needed by the schools. He further stated that the School Committee was looking for money for what they had appropriated and what was not funded in collective bargaining. Mr. Brown said that to the \$502,000 would be added approximately \$11,000 for police, \$20,000 for non-union, \$45,000 for sidewalks bringing a total need to about ~~\$648,000~~ ^{578,000}. Mr. Caccavaro indicated that there was an anticipated shortfall of \$388,000 from the last town meeting. It was clarified that non-union personnel did not include elected officials and the water/sewer is voted separately.

Harry Johnson felt that we had gone to the limits of our funds, and excise taxes and fee estimates are over by plus or minus \$100,000. He also stated that we have to satisfy last

year's bill first, and local receipts are \$150,000 less than expected. John Wilson said we were shy by \$100,000 in revenue totalling \$1,796,331.68. Mr. Brown suggested the FinCom and Mr. Reynolds look at the Town Accountant's figures and discuss them further with Mr. Wilson and Mr. Brothers. Mr. Johnson gave the figure of \$22,000,000 for new growth before January 1, 1992.

Mr. Brown reminded those present of the All Boards Meeting on October 23rd, and that it would not follow the previous format of everyone speaking. Liaisons of the Board will be calling the different boards, commissions and committees to see who had something to say.

Prior to Mr. Reynolds leaving, he handed Mr. Brown his resignation from the Finance Committee.

- 7:50 - The Board acknowledged a letter from Tri-County on an ed reform meeting October 19th. Mrs. Rozanski said she would attend.
- Mrs. Rozanski and Mrs. Allen will be attending the MMA health care workshop.
 - Mrs. Allen mentioned that the Recycling Committee had a pre-conference meeting on the RFP for curbside recycling on October 1st. Janet Riera was asking the Board if they would be amenable to having another special town meeting either at the end of November or the beginning of December. since they would not be ready for the special on November 1st. The Board said they would be willing to listen to them.
 - The Board reviewed a letter from Standard Uniform Services claiming the Town was still in contract with them, and owed them money and uniforms. It was noted that Diarmuid Higgins had sent them a letter on June 9th closing out the contract. Mrs. Allen will research the contract and try and find the missing garments.
 - Mrs. Allen noted that the DEP's grant ^{application was} received ~~was~~ given to the Recycling Committee.
 - The Board reviewed the plans for the three new lots on Ward's Lane with a cul-de-sac. The Fire Chief expressed his concern for this configuration.
 - The Board acknowledged the certificate of approval as amended by the Planning Board for Winthrop, Maple and Temple Streets, stating that one sidewalk would be allowed on Grove Street and Temple Street; that the developer will install a new catch basin on Temple Street; and that the developer will pave a sidewalk five feet wide from Grove Street to Delmar Road excavated by others.
 - Mrs. Allen noted that private streets in town will not be plowed by the Town, and the streets will be listed in the newspapers.

"not yet accepted" and seeking letter of release

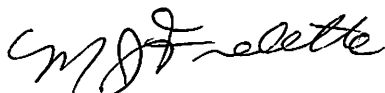
- Mrs. Allen also said that ~~unaccepted~~ streets will not be plowed by the Town, and a letter will be sent to the Planning Board indicating this without receiving a letter of release from the developer/Planning Board.
- The Board acknowledged the resignation of David Harrington from the Zoning Board. Mr. Brown mentioned that Steve Reding was interested in applying for the position. Mrs. Allen said that there were others such as Bruce Hamblin who had applied for the position previously, and shouldn't they all be contacted for an interview. The Board agreed, and she will write a letter to all asking them to come before the Board. Mrs. Rozanski suggested a separate article advertising for the vacancies that exist.
- Mrs. Allen went over the road repair budget for the Highway Department.

8:25 - Richard Malo representing the Boosters Club came before the Board to request a change in day and location for their weekly bingo. Sgt. Malo stated that the new State law for a smoke-free school has made it impossible to operate out of the high school. He has understood that Tri-County has been trying to operate on that basis and is struggling and will probably close. Sgt. Malo was looking for a letter of approval from the Board for their switching over to the VFW for Tuesday nights at 6:45 startup, to also be signed by the Chief of Police. Mrs. Rozanski made a motion that the Board grant the change of location, day, and time for the Medway School Boosters Club and that the Police Chief be contacted for his signature; Mr. Dziczek seconded; all aye.

8:35 - Steve Grossman representing CableVision came before the Board to go over the new rate regulation information. The new regulations increased the rates of some services while decreasing others. Some channels would also be available ala carte. The Board also decided not to sign the formal request that the Massachusetts Cable Television Commission regulate rates for the basic service tier and equipment in Medway. Mr. Grossman felt that smaller towns might want to rely on the State's expertise, but that Medway did not have to.

9:10 - The meeting was adjourned.

Respectfully submitted,



Mary Jean Fredette, Secretary

mj



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AGENDA

SEPTEMBER 27, 1993

- 7:00 p.m. - Open meeting and sign warrants.
- 7:01 - Mary Ellen Lavenberg
re: O.E.D.P. plan & Revolving Loan Fund
- 7:05 - Shell Station
re: site plan
- 7:20 - Highway Supt. Diarmuid Higgins
re: update on departmental matters
- 7:30 - Jane Lanzoni & Joanne Jacobs
re: non-criminal disposition by-law
- 7:45 - Carlo Molinari
re: citizen's petition
- 8:00 - Louis Jacques
re: coffee shop site plan (Drybridge Crossing)
- - old business
- - new business

Present: Richard Brown, Joseph Dziczek, Raphaela Rozanski,
Administrative Assistant Ruth Allen.

7:01 p.m.--Mr. Brown called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. The warrants were signed.

- Mary Ellen Lavenberg briefly went over the report submitted by O.E.D.P. on behalf of the area-wide group. She stated that their first priority was the revolving loan fund account and that the most equitable money would be by the five towns going together. The second priority was the water situation on Alder Street; and the third priority was the master plan for Hopedale. The Uxbridge water line was toward the end of the list. A final report has been submitted to E.D.A.

On another matter, Mrs. Lavenberg wanted permission from the Board to retrieve and remove to a safe location and catalog and file some of the old documentation that was filed away in the basement. She indicated that some of the material dates back to the 1800's. The Board agreed to this. Mrs. Lavenberg also said Tom Lyman would be doing 24, 5-minute segments on Medway for the Medway Cable Access group.

- 7:15 - Attorney Mark Cerel and Jim Cavanaugh, Project Manager at Shell came before the Board to discuss a site plan for the removing of the kiosk and replacing it with another dispenser. Attorney Cerel stated that the understanding would be to come back to the Board for a site plan if the convenience mart is put in, but right now, it was just for the kiosk and the dispenser. Mrs. Rozanski made a motion that the site plan be approved; Mr. Dziczek seconded; all aye. The plan was signed.

- 7:20 - Highway Supt. Diarmuid Higgins updated the Board: his men have been moving walls on the first floor of the town hall, they will not touch any documents they find there, lockers have been removed, they will only do what they are allowed to continue doing; on the thermoplastic markings, he is still trying to contact the company; nothing has been received yet on the resurfacing project; nothing has been heard on the removal of the fuel tanks yet; the Red Bridge is still with the State; he has not started patching yet; Lovering Street driveway will be done this week; nothing more will be done at the fire station without the Selectmen's approval; loader was still down; unaccepted streets will not be plowed, but will be sanded.

- 7:25 - Jane Lanzoni and Joanne Jacobs came before the Board to discuss the non-criminal disposition law that has been approved, and to ensure the right steps are taken from this point on. Mrs. Jacobs suggested an informational meeting; the setting up of a deadline to set the fee schedules; the identifying of the different enforcement agents; what will the tickets look like and who prints them; as well as their desire to be appointed to an ad hoc committee to the Board of Health. It was noted that the police are the alternate enforcers if the enforcement agent for the board/committee is not available, and that some fee schedules are already in

place. Mr. Dziczek suggested a public hearing on fee schedules that are not already in place before they are put on the warrant for town meeting.

At this point, the Board discussed having an All Boards meeting and decided on Saturday, October 23rd, from 9 a.m. until noon, and that the non-criminal disposition would be one of the main items of discussion.

Mr. Brown asked that Mrs. Allen send a letter to the Board of Health agreeing that an ad hoc committee should be set up for the non criminal disposition procedures and follow-through. Mr. Dziczek felt that some departments have rules, but no enforcement procedure. Mrs. Rozanski agreed saying that the procedure should be made clear, defined and fees set.

7:40 - Carlo Molinari came before the Board to present them with a petition totalling some 400 signatures requesting a special town meeting be held, and that approximately \$45,000 be found from somewhere to pay the balance he claims is owed him for sidewalk work he did. The petition was submitted to the Town Clerk for verification of signatures of registered voters. Once verified, the Selectmen have 45 days to act upon the request. Mrs. Allen counted that there were 42 pages containing signatures.

- Paul Wilson stopped in and mentioned that Rep. Gardner, Rep. Ranieri and Senator Magnani were coming to Medway the next morning and would stop in and look at the Town Hall clean-up process at 8:00 a.m. Mrs. Rozanski said she would also attend.

7:55 - Louis Jacque of Coffee Sensations came before the Board for a site plan review of his new coffee shop at 116 Main Street. He noted that there were 32 seats in his establishment, and that it would take 4-6 weeks to renovate. Mr. Dziczek made a motion that the site plan be approved; Mrs. Rozanski seconded; all aye.

8:05 - Mrs. Rozanski gave the other members of the Board various correspondence she had gathered from the former Municipal Building Utilization Committee on their Town Hall study.

- Mrs. Rozanski also mentioned going to the Norfolk County Advisory Board meeting and seeing that by the formula they have prepared, it is costing the Town of Medway \$11,000 per each of three students we are sending to the Norfolk Agricultural School compared to \$5,135 for each Medway student to attend the Medway public schools. Mr. Brown asked that Mr. John Dacey from Norfolk County be asked to come to a Board meeting to discuss this, or over the phone to Mrs. Allen if that was sufficient.

- It was noted that the Town Moderator had appointed Kelly Adler to a 3-year term on the Audit Committee, and James Waddell to a 2-year term.

- Mrs. Allen reported that the Department of Education on local

spending had issued waivers to some towns who had spent above their foundation budget, but Medway didn't qualify.

- Mrs. Allen noted that the annual Selectmen's Meeting workshop in Milford had been changed from October 23rd to November 13th.
- The Board noted Building Inspector Bob Speroni's letter to Mrs. Rozanski about the clean-up process at Town Hall and how much can be done before a building permit is required. Mr. Brown mentioned a phone call he had received from Rob Collum concerning the dumpster behind Town Hall and the material being thrown in there. Some confusion existed here as many people had suddenly gotten involved in this issue and passed on different stories as to where the contents would be going.
- The Board noted the letter received from the State's Statewide Emergency Telecommunications Board stating that the enhanced 9-1-1 service was scheduled to be implemented in Medway in January of 1994.
- The Board noted D. Moschos' letter referring to the municipal chief executive of a Town being a voting member of school committees for collective bargaining purposes.
- The Board also received other correspondence just for informational purposes.
- Mrs. Allen reported on a meeting held earlier that morning with the Department of Revenue because the Town Accountant had requested an extension of the Schedule A and balance sheet. The DOR also had suggested doing a single audit for FY'92, and then do a regular audit for FY'92-'93. If the Town receives at least \$100,000 in federal grant money, then the Town has to at least do a single audit on the federal funds that have come in. They were also not thrilled that the Town would be using Cicoria for the audit again because of what they had not picked up in earlier audits.
- The Board acknowledged the letter from DEP on 2 Lilly Street.
- Mrs. Rozanski said she had sent a letter to Alan Holbrook, Commander of the American Legion, on his being inducted as Commander.
- Mrs. Rozanski shared among the Board correspondence she had received on door-to-door salesmen that had been in the Beacon.
- Mrs. Rozanski noted, with reference to the clean-up process in the Town Hall, that as soon as a building permit is pulled, the ADA would be getting involved.

8:50 - The meeting was adjourned.

Respectfully submitted,


Mary Jean Fredette, Secretary

mj



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

AGENDA

SEPTEMBER 20, 1993

- 7:00 p.m. - Open meeting, sign warrants, approve minutes of
September 13, 1993.
- 7:01 - *Police Association*
- 7:05 - R. Tucker Reynolds, FinCom Chairman
re: Cherry Sheet & Town Accountant figures.
- 7:15 - Public Hearing - Papa Gino's
re: change of manager.
- 7:30 - Public Hearing - Sabina Doyle's
re: increase in liquor license.
- 7:45 - Public Hearing - Sabina Doyle's
re: pool table license.
- 8:00 - Animal Control Officer - James Cassidy
re: reports and policies and procedures.
- 8:15 - EMS Coordinator - Donald Grimes
re: ambulance policies and procedures.
- 8:30 - *Board of Health*
- - old business.
- - new business.

Present: Richard Brown, Joseph Dziczek, Raphaela Rozanski,
Administrative Assistant Ruth Allen.

7:05 p.m.-Mr. Brown called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall.

7:06 - Police Association representatives, Kevin Brennan, Gerald Tracey, and Sgt. Saleski, came before the Board for approval of the Police Agreement. Mr. Brown mentioned the amount of time spent in meetings over the last several months; that there were 29 separate articles in the contract; that both parties acted in the best interest of the Town; that the Agreement is for Fiscal Years 1994, 1995 and 1996 (July 1993 to June 1996); that there are no increases in salaries until January 1994 when there would be a 4% increase, a 3% increase in year 2 beginning in July 1994, and a 3% increase in year 3 beginning in July 1995; that the clothing allowance had been increased from \$525 to \$600; that they have increased the longevity payments for all officers; and that two officers may now attend the annual Police Association meeting instead of one. Both Mrs. Rozanski and Mr. Dziczek expressed their thanks for cooperation extended. Sgt. Saleski reiterated that in the spirit of community, they have a "working agreement", not a "contract". Mr. Brown stated that the first year increase totalled \$11,517.

7:11 - FinCom Chairman Tucker Reynolds came before the Board. Mr. Brown stated the reason he had asked him to come was to indicate the need for a Special Town Meeting before the tax rate is set to clean up unfinished business from the Annual Town Meeting, such as the police contract, the school contracts, and a raise for other Town employees. Mr. Brown mentioned the joint meeting being planned for October 4th with the FinCom, Selectmen, Assessors, Treasurer/Collector, Accountant, School Administration and School Committee, with a tentative date of November 1st for the STM. Mr. Brown passed on various documentation to Mr. Reynolds including the recap sheet prepared by Mr. Brothers, Mass. Dept. of Ed info, cherry sheet info, and a report on the local education fund from the Division of Local Services.

7:25 - Mrs. Rozanski read the notice that appeared in the Milford Daily News for a public hearing for the change of manager at Papa Gino's. After a few questions, Mrs. Rozanski made a motion to approve the license for a change of manager from Edward Fontaine to Thomas Bissen for Papa Gino's at 82 Main Street; Mr. Dziczek seconded; all aye. The petition was signed by the Board.

- Mr. Brothers was asked a few questions about preparation for the audit, and he reiterated he was ready for the '92 audit, and when he was done posting revenues he just received last week for the '93 audit, he would be ready for that and would be able to show what his balances were in comparison to the Treasurer/Collector's balance.

7:30 - Mrs. Rozanski read the notice that appeared in the Milford Daily News for a public hearing for alteration of premises

for the All Alcoholic license of Sabina Doyle's. As no one was present for this petition, Mrs. Rozanski made a motion to reschedule to another time when it was convenient to the petitioner; Mr. Dziczek seconded; all aye.

- 7:35 - Animal Control Officer James Cassidy came before the Board. Mr. Brown explained this was a part of the Board's quarterly review of talking to different committees, and hoped at this time to discuss his policies, procedures and reporting process. Mr. Cassidy said he interacted with the Board of Health and the Board of Selectmen. He said his duties for the past 10 years have included picking up loose dogs, making sure they are licensed, picking up dead animals, and answering concerns on barking dogs. He estimated he receives between 1000-1200 calls a year, picking up 5-6 dead animals per month. Mrs. Rozanski stressed the importance of a job description. Mr. Cassidy gave Mrs. Rozanski a log which she felt would be very helpful. The Board discussed his stipend (\$7900) and expenses (\$4292) and disposal fees from the Board of Health (\$800) which brought the total to about \$13000 for Animal Control Officer.

The meeting was interrupted for a scheduled public hearing.

- 7:45 - Mrs. Rozanski read the notice that appeared in the Milford Daily News for a public hearing for pool tables at Sabina Doyle's. Joe Griffiths, Manager, stated there were only two tables involved and the most that could play at one time would be eight. He said the balls would be kept at the bar downstairs and would be given only with a deposit of the person's license as security; no one under 21 is allowed to play. Mr. Dziczek asked a question with reference to the fire escape, and Mr. Griffiths said that the Building Inspector overruled the Fire Chief. Mr. Griffiths believes the Fire Chief would approve the present concept, although the plans haven't been submitted to the Building Inspector yet.

Mr. Brown asked for any comments from those in attendance. John Hitchcock, Millis said he had been going to Sabina Doyle's for 5 years and favored granting the petition. John Cassidy of 19 Bramble Road felt he ran a good business and favored granting the petition. Patty Norell of Sanford Mill gave her support. Rick McCurry was a patron in favor.

Mrs. Rozanski made a motion to grant a license for two (2) pool tables; Mr. Dziczek seconded with whatever other provisions were put on by the Zoning Board; all aye.

- 7:55 - Mrs. Rozanski made a motion to reconsider the petition for alteration of premises for the increase in Sabina Doyle's liquor license. Mr. Griffiths stated he wants his patrons to be able to bring a drink from downstairs to the upstairs pool room in specific plastic containers, to be shut down at 12 midnight. Robin Gelbwachs asked if the camera monitor moved; Mr. Griffiths said it did not but could observe both tables.

Mrs. Rozanski made a motion to approve the petition of Sabina

Doyle's for an increase in the All Alcoholic License; Mr. Dziczek seconded; all aye.

8:00 -

Jim Cassidy rejoined the meeting. He said he was on call 24 hours a day because people call at all times. He stated that the Board of Health is billed for those animals that are put to sleep that are wildlife or strays and not claimed. Mrs. Rozanski spoke about the secretary he has and indicated that she is under expenses, and should be under salary, and should be taken care of. Mrs. Rozanski also said if he was actually on call 24 hours a day, she would want to see he was compensated for it. She felt an agreement for the licensed kennel should be made out, as well as a log from his wife. Gas and oil should be included on receipts or a record of mileage given. She said she could maybe help him out by doing some forms for him.

He was asked about fines, and he said a separate log of tickets is given to the Town Clerk. He estimated there were about 1000 dogs in Medway and about 700 were licensed, noting the Town Clerk gets additional fines for late licenses. Mrs. Rozanski again reiterated the importance of written procedures. Mr. Dziczek suggested working with the Police, and if not available, someone should be on call. He felt the response time was not quick enough since we are providing a service to residents. Mr. Cassidy reminded Mr. Dziczek that there is a 24-hour leash law with a part-time animal officer. Mr. Cassidy was asked about the burial of animals, and he said they were buried on his property and the State approves. Mr. Brown stated that if the Board gets complaints, they will be made known to him. Mr. Cassidy told the Board that the Police help out at night with barking dogs.

8:30 -

Rob Collum and Kathy Rehl of the Board of Health came before the Board along with Hazardous Waste Coordinator Philip Parchesky. Mr. Collum updated the Board on the activities that had occurred during the past week concerning the dumping of materials south of the highway barn and east of Oakland Cemetery. He stated there had been a cease and desist put on the dumping by both the Board of Health and the Board of Selectmen. Mr. Parchesky said the DEP was there today and would bring their findings back to their Legal Department. They would also be consulting the Water Department as the dumping was occurring about 1/4 mile from the Town's well. It was confirmed that a permit had been issued from the Board of Selectmen to fill, grade and slope, and replace with clean fill. Mrs. Rozanski agreed that there was a difference between "hazardous" material and "not approved" material. Mr. Parchesky confirmed the material was coming from Cushing Hospital. Mr. Collum stated that the majority of the property belongs to the cemetery (Village Church), and a portion is Sam White's (that used to be Tenney's), and recommended Town Counsel be let in on what is going on if the State does not take action and does not get the D.A. involved. Mr. Brown asked that a letter be written to DEP thanking them for their quick action.

On another note, Mr. Parchesky made mention that the lead has

been removed from the firing range in the basement; now the sand just has to be removed. Mr. Collum updated the Board on the Charlie Norman property by saying Mr. Norman was fined \$5,000, given one year probation, and the Dedham Court did not tell Mr. Norman that the houses had to be torn down. He noted that the Police have removed Mr. Norman and Mr. Bemis from the condemned property when they were trying to do repairs. Mrs. Rozanski added that no permits can be issued on a condemned property. Mrs. Allen noted they had gone the criminal way; there are still other ways to deal with this. Mr. Parchesky said he was not sure how much, if any, was owed on back taxes; Mrs. Rozanski will check.

8:45 - EMS Coordinator Donald Grimes came before the Board to discuss the department's policies and procedures. He gave many pieces of documentation as examples of what the department uses, along with EMS guidelines and regulations, and current rates. He also gave them a copy of the contract with Milford Hospital with the defibrillator showing the liability is on them. Mr. Grimes told the Board each EMT gets a \$300 stipend a year as long as they are available 16 hours per week and one weekend per month. He clarified going to a call and transporting is a "run" with a minimum 2 hours at \$9.75/hr. If the run is cancelled, it is a minimum of 1 hour. He gave the Board a comparison sheet of fiscal year runs from '91 to '94, indicating a total of \$58.32 per run per 3 people with an average of 44 runs per month. He indicated these were figures given to him by Comstar and represents what has been committed. Mr. Grimes did not feel rates had to be raised since he did not feel his department should be trying to make a profit. Mr. Grimes noted they are continuing to fundraise for pagers. Both Mr. Dziczek and Mrs. Rozanski felt the fees should be raised so there is a cushion for future emergencies, with Mrs. Rozanski thinking \$150 per run was reasonable and thereby making that a motion. Mr. Brown felt it best that Mr. Grimes come back with more information and then the Board could take a vote in a couple of weeks. Mr. Brown asked that Mr. Grimes take into consideration the overall cost time given by the Treasurer/Collector, the Accountant, the highway mechanic in working on the vehicles, insurance, etc. He suggested that they have a hearing on October 4th so they could welcome public input.

9:30 - Diarmuid Higgins reported that the loader was down for at least 10 days; that they were doing a traffic count on Main/Summer/Village to determine what size and type of vehicles were going through there and if there had been an increase in traffic; that a traffic count will also be done on Pine/Sanderson Streets; that it should be determined if we get a new sander or repair the old one; that fuel tanks should be out this week. Mr. Brown commented that the crack filling seemed to have come out well, and that in the future, possibly \$20,000 should be built into the budget so that the side streets can be done, and then keep a plan on-going. Mr. Brown also suggested Mr. Higgins get on the agenda for a set time each week. The thermoplastic markings should be started soon. Mr. Dziczek mentioned the hole in the driveway at the

school that needed repairing. Mrs. Rozanski felt the School personnel should be coming to the Board, not approaching Mr. Higgins on school-related issues. It was also noted that Mrs. Rozanski had already mentioned the "crack" in the road at Lovering Heights to Mr. Higgins, prior to Mr. Manzola's letter being in the paper. Mr. Higgins made mention that the mulch pile is usually moved every week at the recycling center.

- 9:45 - Appointments had to be made for a third time and Mr. Brown listed them as being Brian Smith, William Dickson, Linda Myers, Father Fleming, Dionne Levasseur, Richard Pfeiffer, James Cassidy, Paula Bisson, Edward Reardon, Mary Wrenn. Mrs. Rozanski made the motion for re-appointment; Mr. Dziczek seconded; all aye.
- Mr. Dziczek made a motion that the minutes of September 13, 1993 be approved as written; Mrs. Rozanski seconded; all aye.
- Mrs. Allen needed confirmation by the Board on the Alder Street water project that the water mains will be placed as laid out by Haley & Ward. This was signed and dated by the Board to their approval.
- Mrs. Allen mentioned that in speaking with Mr. Maciolek, the lease involving the old fire station is more complicated with Chapter 30B because it would involve hiring an appraiser and possibly going out to bid for leasing. He seemed to think it was advisable to try and see if Town Meeting would accept a package deal to sell both that building and the Cole Library on an article warrant. Mrs. Rozanski suggested talking to Barbara Gardner and Dan Ranieri about a grant for this. Mr. Brown recommended re-activating the Torrent Fire Station Study Committee and getting their input to either sell or lease and come back to the Board with their recommendation.
- Mrs. Allen went over various pieces of correspondence "for their information" such as: MIIA's enhancement to property and casualty coverages for FY'94; letter on the tub grinder from Kathy Rehl; the Town Hall Study Committee's update on items being removed; letter of appreciation to Bob Speroni from Mr. Lafleur; Chamber of Commerce letter encouraging the single tax rate for Medway; agenda from SWAP; letter of appreciation to Chief Lambirth from Foxboro Police; Treasurer Malone's luncheon invitation.
- Mrs. Allen asked if any thought had been given by the Board on a policy for mail boxes damaged by snow plows. Mr. Brown suggested the complainants call Mr. Brown, and he would investigate.
- The Board discussed subdivisions and unaccepted streets and private ways that would not be snow-plowed unless a release had been given by the Planning Board. It was recommended that letters be sent to developers and the streets listed in the newspapers.
- Mr. Dziczek asked Mrs. Allen to follow-up on his request for

a discharge report from the Police Chief.

- Mr. Dziczek asked if the Board was aware of any handicap ramps being installed at the North and Burke School playgrounds. He further stated he was concerned about the work being done and the bill being submitted, and would continue to would follow-up. Mrs. Allen said he could refuse to sign the warrants and question the bills.
- Concerning the vacancy on the Finance Committee, Mrs. Allen said she would write a letter asking them to come before the Board for an interview.
- Mention was made of the ZBA appointments that need to be made now that there are five members instead of three. It was agreed that we should solicit candidates.

10:25- The meeting was adjourned.

Respectfully submitted,



Mary Jean Fredette
Secretary

mj



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

AGENDA

SEPTEMBER 13, 1993

- 7:00 p.m. - Open meeting; sign warrants; approve minutes of 8/23/93 and Executive Session minutes of 8/23/93.
- 7:05 - Open bids for painted and thermoplastic traffic lines.
- Open bids for catch basin cleaning.
- 7:30 - Open bids for Alder Street water project.
- 7:45 - Board of Health.
re: R.F.P. for recycling.
- 8:00 - Town Accountant, Robert Brothers.
re: cherry sheet figures, etc.
- 8:15 - ~~EMS Coordinator, Donald Grimes.~~
~~re: ambulance abatements, policies and procedures,~~
~~cost analysis, etc.~~
- 8:30 - ~~Animal Control Officer, James Cassidy.~~
~~re: expense vouchers, policies and procedures,~~
~~monthly reports, etc.~~
- - Old business.
- - New business.

Cancelled

Cancelled

Present: Richard Brown, Joseph Dziczek, Raphaela Rozanski and Administrative Assistant Ruth Allen.

7:00 p.m.-Mr. Brown called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. The warrants were signed. Mrs. Rozanski made a motion to accept the minutes and the executive session minutes of August 23, 1993; Mr. Dziczek seconded; all aye.

- It was noted that all the yellow "no parking" lines have been painted around town as requested. Mr. Brown's letter to C.B. Trucking with reference to the drivers parking in the "no parking" areas of town and crossing the main streets in town to pick up trash was acknowledged by the rest of the Board. The Police Chief's letter to the Mass. Division of Highways asking for re-evaluation of existing speed limits in town was noted.

7:05 - Mrs. Rozanski read the ad that appeared in the Milford Daily News for traffic lines and markings. Bids were received from Markings Inc. for \$14,413.48 and from Traffic Markings for \$13,705.87. Mr. Brown went over where lines and markings should be located at 109 & Holliston and 126 & Main. Mr. Higgins confirmed the paving will be done first, then the lines. Mr. Higgins said he met with Clyde Johnson of Mass DPW for approval of Chapter 90 monies for paving for Causeway Street. He would, in all honesty, prefer to do the first section of Causeway Street, then do the drainage on Fisher Street, and then do the paving of Lovering & Adams Streets. The Board discussed the figures further.

7:20 - Mrs. Rozanski read the ad that appeared in the Milford Daily News for catch basin cleaning. A sole bid was received from Lloyd Truax for 1000 basins at \$5.95 per basin for a total of \$5,950. Mr. Dziczek made a motion to turn over the catch basin cleaning bid and the traffic lines and markings bids to Highway Supt. Diarmuid Higgins for his review and recommendation; Mrs. Rozanski seconded; all aye.

7:26 - Mr. Dziczek read the ad that appeared in newspapers for the Alder Street water project. Bids were received from:

Arcadia Excavation, Inc. - \$140,205.41
A.V. Construction - \$163,387.50
C.J.P. & Sons Construction Co. - \$105,315.53
LaBonne Bros. - \$107,801.70
John J. Paonessa - \$122,343.00
RJV Construction - \$121,510.00

Mrs. Rozanski made a motion that the bids be taken under advisement; Mr. Dziczek seconded; all aye. Haley & Ward, Engineers, will review and make a recommendation to the Board. (A breakdown sheet of the bids is attached.)

7:45 - Board of Health members Rob Collum, Kathy Rehl, Kellie Cassidy, along with Recycling Committee members Janet Riera and Warren Aldrich, came before the Board to discuss several matters.

Mr. Collum mentioned that Charlie Norman, the owner of the buildings behind the Police Station, had been found guilty and fined \$5,000. He has 10 days to rectify the situation or have them torn down. Mr. Collum said that Mr. Norman requested a day at court this coming Friday, and that Health Agent Bill Cummings has gone to court almost a dozen times on this particular matter. Mr. Collum felt the town should be thinking of eminent domain on the buildings, as they are inhabitable and have been condemned by the Board of Health. He was not sure if Mr. Norman owed back taxes. Mr. Brown asked that the Board of Health advise the Selectmen as to what occurs on Friday, and then take the necessary steps.

Mr. Collum brought up the brush pile that needs maintaining. Mrs. Rehl said the compost pile needs to be moved so the leaves can eventually go there. She asked that the front end loader just push the pile back. Mrs. Rehl stated that maybe a sticker or charge system might be instituted so out-of-towners are kept out. Mr. Collum mentioned that Manny and Susan are both at the Center on Saturdays and Sundays, and Manny is there on Wednesday nights as well. Mr. Collum mentioned that they both work under 20 hours, and the Board is concerned about shelter for the winter.

It was mentioned that another rabies clinic would be held on October 2nd, and that if someone really could not afford to pay, they would give them a pass.

Mrs. Rehl said they hope to do a one hour segment on Cable 8 with a doctor, a veterinarian, and a naturalist to discuss rabies the weekend of October 5, 6, 7.

Mrs. Rehl brought up the RFP, copy of which was given to the Selectmen, and asked if they had any questions or concerns. She mentioned that they would be having a bidders conference soon. Basically, the bid is for glass, paper, cans, plastics is optional, and marketing is a separate price. She mentioned the plan is for school pick up once a week, and residents every other week. Mr. Dziczek suggested they check with the school and see if it is really necessary to come once a week. She also mentioned they would be working on educating the public. Mr. Collum felt there would be an increase of work on behalf of their secretary and the Town Accountant's office. Mrs. Rehl mentioned that they may need to find a place to store the approximate 4,000 recycling bins until they would be delivered. Even when curbside is available to residents, the recycling center would still have to be open to accept brush, but would be open less.

Mrs. Rehl asked if a Special Town Meeting would be needed to change the appropriation. Mrs. Rozanski said they cannot increase the appropriation, but they could increase fees. Mr. Collum also stated the trash contract ends on June 30th, and they would like to give everyone the opportunity to bid on both contracts, but it looks like there is a six-month overlap.

Mr. Brown told the Board of Health that he believed the RFP

looked flexible enough to approve. Mrs. Rozanski then made a motion for the Recycling Committee to go forward with the RFP proposal; Mr. Dziczek seconded; all aye. This was then amended to be a motion for the Board of Health, not the Recycling Committee.

8:35 - Town Accountant Robert Brothers came before the Board to discuss the cherry sheet. Mr. Brown said he wanted to meet with the FinCom to discuss this in a couple of weeks, and set up October 4th for this meeting to also include the Town Accountant, the Treasurer/Collector, the Assessors, and possibly a representative of the School Department. Mr. Brothers was asked about the recap sheet, and he stated it did not have to be done until December.

Mr. Brown said this was a preliminary meeting as he wanted to get the latest figures. He stated he wanted a Special Town Meeting to fund the police contract, the school contract, an increase for the town employees, and to set the tax rate. Mr. Brothers went over the comparison figures of FY'92, FY'93 and FY'94, and said that they are only looking at the annual town meeting figures as they affect the tax rate. Mr. Brothers clarified that the deficits are above and beyond the appropriation, which includes interest, snow removal and medical insurance. Mrs. Allen stated that local receipts are an estimate, not actual; but Mr. Brothers did say that he could estimate overlay and local receipts anytime. Mr. Brown said he would like the new chairman of the FinCom to come to the meeting next week to go over some of this information in anticipation of the meeting on October 4th. Mr. Dziczek mentioned that it appears the FinCom has a new secretary, Cheryl Sheard, who was the CIPC secretary. Mr. Brown suggested Mr. Dziczek let the FinCom know approval goes through the Personnel Director.

Mr. Brothers noted that the base cost per student is \$5,135. It was also noted that the school percentage of the 16.57 tax rate was 10.59 (=63%), which is a state calculated formula. He said that the equity gap was \$882,097, which is local contribution minus the gross standard; therefore paying that much more than is mandated. Mr. Brown asked that Mr. Brothers go over the figures with Business Manager Chuck Gallo, and Assistant Assessor John Wilson. He felt this was an excellent start as a basis.

Mr. Dziczek brought up an article submitted by the School Committee asking that \$502,675 be transferred to the School Department. Both Mr. Brown and Mr. Brothers told him that it does not have to be earmarked for the schools. Mr. Brothers further clarified that the money is coming to the town regardless. If the town is not spending the amount mandated by the State, then the town has to appropriate, from excess cherry sheet funds, an amount to equal the mandate from the State. If we are not spending in excess, then the money has to be given to the school, but we are spending in excess.

Mr. Brown again mentioned that additional funding for the school budget, the accepting of chapters 60 and 71 for the

local education fund, the police contract, and the increase for non-contract employees should be considered as articles for a Special Town Meeting after their joint meeting on October 4th.

Mr. Dziczek asked if we could start the FY'92 audit. Mr. Brothers said he had been ready for quite a while, but he just got the revenues for FY'93 today at 2:45, so he was not ready for the '93 audit yet. He said he will be checking the Water Department revenues to see if they were posted. Mr. Dziczek said the FinCom was asking if the '92 and '93 audits could be done at the same time. Mr. Brothers said they could be, but the '93 could not be done for quite a while as he just got the figures today. Mrs. Rozanski wondered if the Audit Committee and the five-member Zoning Board had been approved by the Attorney General, and said she would check with the Town Clerk. Mr. Brown restated that it was up to the Board of Selectmen to coordinate the audit, and recommended that the Treasurer/Collector, the Town Accountant and Mrs. Allen get together this week and let the Board know when the '92 audit can be started.

9:24 - EMS Coordinator Donald Grimes and Animal Control Officer James Cassidy cancelled their appointments with the Board for this week and will reschedule.

9:25 - Mrs. Rozanski said she went to the Norfolk County Advisory meeting, and mentioned the discussion surrounding the moving around of money and reconciliations. She mentioned that they had \$385,000 remaining and placed it in the capital improvement fund. It can be used for this only by a majority vote; anything else would require 2/3 vote. She gave Mrs. Allen the Norfolk County budget report for the files.

- Mr. Higgins came back to the meeting and made a recommendation that they accept the bid of Traffic Markings for \$13,705.87 for lines and markings, and the bid of Lloyd Truax for the cleaning of catch basins at \$5.95 per basin. Mrs. Rozanski made such a motion; Mr. Dziczek seconded; all aye. Mrs. Allen noted that these items come out of highway road repair budget for FY'94.

- Mr. Dziczek mentioned the line striping machine Wrentham got with a grant.

- Mark Flaherty came back to the meeting and made a suggestion that we try and reduce or eliminate something from the bid for the Alder Street water project as everyone overbid. He thought possibly paving could be taken out. He will talk with the low bidder and see if something can be worked out, otherwise we would have to re-advertise. If all is alright, the Board could discuss and sign, check with Town Counsel and the Town Accountant, maybe start the work by the end of October and look for completion around mid-November.

- The Board signed the letter to District 3's Peter Donohue agreeing to participate in the guardrail upgrading project.

- Mrs. Rozanski mentioned that Paul Mitchell had requested to be the third member appointed to the Town Hall Study Committee, and so nominated him; Mr. Dziczek seconded; all aye. She mentioned that she had been asked to be the liaison to this committee, to let town hall personnel and committees be aware of what they were doing, that they are allowed to be in the departments, and that she would be the contact person for personnel and committees.
- Mrs. Allen said that the Council on Aging was looking for an appointment to fill the vacancy and had written a letter asking that the Selectmen act upon their request. Mrs. Allen mentioned that Joe Hoban had withdrawn his name to be on the Council for personal reasons. Mrs. Rozanski made a motion to appoint Karen Alves to the unexpired term through June 30, 1996; Mr. Dziczek seconded; all aye.
- Mrs. Allen mentioned the overruns of the contractor on the Main/Summer/Village Street project totalling \$17,379.55. Mrs. Allen noted this was the second overrun, the first having been \$21,438, with a total in excess of \$38,000. Mr. Brown asked Mrs. Allen to check and make sure that the additional dead pipe authorized by Gardner Rice was not included in these figures. Mrs. Allen mentioned that the State will approve or disapprove this under Chapter 90 funds. She thought the whole project had come to \$267,740 including police details.
- The Board signed the common victualler license for Main Street Cafe.
- Mr. Dziczek asked that Building Inspector check and see if a Coke machine is allowed outside a place of business.
- The Board noted the letter from the Town of Medfield awarding the joint salt bid to Eastern Minerals for \$28.49 a ton. Mrs. Rozanski made a motion to accept the bid as awarded; Mr. Dziczek seconded; all aye. Mrs. Allen will send a confirming letter to the.
- It was noted that the pending lawsuit concerning a person who was injured leaving a Boosters bingo had been turned over to the insurance company.
- A letter from the Chief of Police in Plymouth was received complimenting Officer McSweeney and his partner Arek.
- A MIIA loss control bulletin was noted and copy given to Highway Superintendent Diarmuid Higgins.
- Mr. Dziczek noted the updates from Police Chief Lambirth and hoped that they would continue. Mr. Dziczek asked if he could see the weapons discharge report.
- The Board discussed the restricting of vehicles on certain streets in town, and Mrs. Allen mentioned that weight limitations can be placed on the vehicles. She also noted that traffic counts are being done on Pine and Sanderson

- Streets. It was mentioned that vehicles were being observed going over the railroad bed in that vicinity.
- The Board was in receipt of several bulletins from the Division of Local Services, one dealing with the local ed fund. Mrs. Allen asked that the Board review these.
- Cablevision Industries had submitted an update to the Board on the number of changes that would be occurring with cable service and equipment effective September 1st. Mrs. Allen mentioned that Steve Grossman would be attending the October 4th Selectmen's meeting.
- The Board discussed the MMA trade show. Mr. Brown and Mrs. Rozanski said they would be going; Mr. Dziczek and Mrs. Allen are thinking about it.
- It was mentioned that bids for the disposal of the gas pumps would be included in the October issue of the Beacon.
- Mrs. Allen brought up the request from a previous Selectmen's meeting where Mrs. Bartolini wanted her address removed from her ex-husband's pocket Class II license. Town Counsel was consulted and he said if Mr. Bartolini meets certain criteria, the address could still stand on the license. The criteria is that he has a place to have the cars repaired, and it is a full-time business. Mrs. Allen will contact Mrs. Bartolini with this information.
- Mr. Dziczek had some points to bring up. He gave Mrs. Allen a newspaper article on the rates of the Millis EMT's to pass on to EMT Coordinator Grimes for his review. He asked that a copy of the House Notes be sent to the Library for their reference. He asked that a copy of a letter from the Charles River Association be sent to the Conservation Commission. He said he would give a copy of auditor Cicoria's invoice to the Finance Committee for their information. He asked that a copy of the Municipal Forum information be given to Town Counsel. He mentioned that there is a petition going around town to have a special town meeting to give Carlo Molinari the \$45,000 he overran on the sidewalks project. Mrs. Allen suggested the petition be given to the Town Clerk.
- Mrs. Allen mentioned that a neighbor of 74 Holliston Street had come in to see her complaining about the overgrowth, broken fence, etc. near The Little Store
- Mr. Dziczek asked about the non-criminal disposition article approved at Town Meeting. Mrs. Allen said she had not heard anything yet.
- Mrs. Allen mentioned that the Park Commissioners were requesting the use of Sanford Hall for babysitting for several dates in December. Mrs. Rozanski, speaking for the rest of the board as well, felt it was not an appropriate use.
- Mrs. Allen asked the Board to think about a policy or

procedure on mail boxes that might get damaged during the winter's snow plowing. She noted that other towns say that they are not responsible; that it is the homeowner's responsibility.

- The Board commented on some signs that seem to appear on telephone poles in town. It was noted that complaints should be passed on to the telephone company.
- Mr. Brown suggested that the police contract be signed on September 20th at 7:00 p.m.

10:45- The meeting was adjourned.

Respectfully submitted,



Mary Jean Fredette, Secretary

mj

BOARD OF WATER AND SEWER COMMISSIONERS
TOWN OF MEDWAY, MASSACHUSETTS

CONTRACT NO. 93-W7

FOR
CONSTRUCTING WATER MAINS
IN
ALDER STREET

SUMMARY OF BIDS RECEIVED

1.	<u>A & A Excavating Inc.</u>	\$ <u> </u>
2.	<u>Arcadia Excavation, Inc.</u>	\$ <u>140,205.41</u>
3.	<u>A.V. Construction</u>	\$ <u>163,387.50</u>
4.	<u>J. Andreassi & Son, Inc.</u>	\$ <u> </u>
5.	<u>C.J.P. & Sons Construction Co.,</u>	\$ <u>105,315.53</u>
6.	<u>FMA Construction Co., Inc.</u>	\$ <u> </u>
7.	<u>LaBonne Bros.</u>	\$ <u>107,801.70</u>
8.	<u>M.P.F. Corp.</u>	\$ <u> </u>
9.	<u>Overall Construction Co.</u>	\$ <u> </u>
10.	<u>John J. Paonessa</u>	\$ <u>122,343.00</u>
11.	<u>EJ Prescott Inc.</u>	\$ <u> </u>
12.	<u>Public Works Supply Co., Inc.</u>	\$ <u> </u>
13.	<u>Putnam Pipe Corp.</u>	\$ <u> </u>
14.	<u>RJV Construction, Inc.</u>	\$ <u>121,510.00</u>
15.	<u>Susi & DiMascio Co., Inc.</u>	\$ <u> </u>
16.	<u>Paul L. Susi, Inc.</u>	\$ <u> </u>

17. Tornare Construction

\$ _____

18. R.H. White Construction

\$ _____

19. _____

\$ _____

20. _____

\$ _____

BOARD OF WATER AND SEWER COMMISSIONERS
TOWN OF MEDWAY, MASSACHUSETTS

CONTRACT NO. 93-W7

FOR
CONSTRUCTING WATER MAINS
IN
ALDER STREET

SUMMARY OF 3 LOW BIDDERS

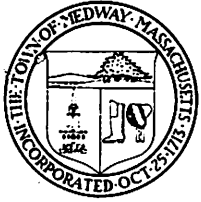
<u>ITEM NO.</u>	<u>DESCRIPTION</u>	<i>CJB</i> <u>1ST LOW BID</u>	<i>L. Bonne</i> <u>2ND LOW BID</u>	<i>RGV</i> <u>3RD LOW BID</u>
1.	Mobilization	\$ <u>2,000.</u>	\$ <u>5,000.</u>	\$ <u>5,000.</u>
2.	Excavation Test Pits	\$ <u>1¢</u>	\$ <u>1¢</u>	\$ <u>4.</u>
3.	Below-Grade Excavation	\$ <u>1¢</u>	\$ <u>1¢</u>	\$ <u>4.</u>
4.	Rock Excavation (without explosives)	\$ <u>1¢</u>	\$ <u>8.</u>	\$ <u>30.</u>
5.	Rock Excavation (with Explosives)	\$ <u>25.</u>	\$ <u>25.</u>	\$ <u>30.</u>
6.	Furn/Place Process Gravel	\$ <u>10.</u>	\$ <u>10.</u>	\$ <u>12.</u>
7.	Furn/Place Crushed Stone	\$ <u>1¢</u>	\$ <u>14.</u>	\$ <u>10.</u>
8.	Furn/Place Ordinary Borrow	\$ <u>1¢</u>	\$ <u>6.</u>	\$ <u>5.50</u>
9.	Furn/Place Select Borrow	\$ <u>1¢</u>	\$ <u>7.</u>	\$ <u>5.50</u>
10.	Furn/Install 12-Inch Ductile Iron Pipe	\$ <u>26.25</u>	\$ <u>23.</u>	\$ <u>23.</u>

ITEM

<u>NO.</u>	<u>DESCRIPTION</u>	<u>1ST LOW BID</u>	<u>2ND LOW BID</u>	<u>3RD LOW BID</u>
11.	Furn/Install 8-Inch Ductile Iron Pipe	\$ <u>20.</u>	\$ <u>19.</u>	\$ <u>20.</u>
12.	Furn/Install Service Tubing	\$ <u>10.</u>	\$ <u>10.</u>	\$ <u>15.</u>
13.	Furn/Install Fittings	\$ <u>1¢</u>	\$ <u>2.</u>	\$ <u>50¢</u>
14.	Furn/Install Hydrants with Anchoring Tee	\$ <u>1,700.</u>	\$ <u>1,600.</u>	\$ <u>1,700.</u>
15.	Furn/Install 12-Inch Gate Valves with Gate Boxes	\$ <u>900.</u>	\$ <u>700.</u>	\$ <u>900.</u>
16.	Furn/Install 8-Inch Gate Valves with Valve Boxes	\$ <u>470.</u>	\$ <u>400.</u>	\$ <u>750.</u>
17.	Furn/Install Corporation Stops	\$ <u>90.</u>	\$ <u>400.</u>	\$ <u>50.</u>
18.	Furn/Install Curb Stops	\$ <u>90.</u>	\$ <u>50.</u>	\$ <u>150.</u>
19.	Furn/Place Cast-in-Place Concrete	\$ <u>1¢</u>	\$ <u>1¢</u>	\$ <u>50.</u>
20.	Furn/Place Binder Course Trench Surfacing	\$ <u>42.</u>	\$ <u>40.</u>	\$ <u>38.</u>
21.	Furn/Place Top Course Trench Surfacing	\$ <u>40.</u>	\$ <u>40.</u>	\$ <u>33.</u>

ITEM

<u>NO.</u>	<u>DESCRIPTION</u>	<u>1ST LOW BID</u>	<u>2ND LOW BID</u>	<u>3RD LOW BID</u>
22.	Furn/Place Dust Control Treatment	\$ <u>14</u>	\$ <u>16</u>	\$ <u>1</u>
23.	Special Work Associated with Non-Pressure Connections to Existing Water Mains	\$ <u>175.</u>	\$ <u>500.</u>	\$ <u>300.</u>
24.	Special Work Associated with Brook Crossing on Alder Street	\$ <u>3,000.</u>	\$ <u>1,000.</u>	\$ <u>6,000.</u>
25.	Furn/Install Hay Bales and Siltation Fencing	\$ <u>2.</u>	\$ <u>2.</u>	\$ <u>8.</u>
TOTAL		\$ <u>105,315.52</u>	\$ <u>107,801.70</u>	\$ <u>121,510.00</u>



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

AGENDA

AUGUST 23, 1993

7:00 p.m. - Open meeting, approve minutes, sign warrant.

7:05 - Marjorie Sanford, Treasurer/Collector
re: status report.

7:15 - Richard Maciolek, Town Counsel
re: salary budget and general information.

*cancelled
death
in family*

7:30 - Paul Wilson
re: town hall.

7:45 - Tom Pavlick
re: Center Street. *did not show*

8:00 - Executive Session.

8:15 - Donald Grimes, EMS Coordinator
re: ambulance update.

did not show

8:30 - Wayne Vinton, Fire Chief
re: fire station.

8:45 - Richard Parrella/Paul DeSimone
re: site plan information - Alder Street.

9:00 - old business.
- new business.

Present: Richard Brown, Joseph Dziczek, Raphaela Rozanski and Administrative Assistant Ruth Allen.

7:00 p.m.-Mr. Brown called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. The warrants were signed. Mr. Brown made a correction to the minutes of the July 19th Selectmen's meeting indicating Cynthia Circle had not been included for patching. Correction was so noted and minutes approved. Mr. Brown also made a correction to the minutes of the August 23rd meeting stating the resurfacing streets included West Street to Milford Street, all of Summer Street, on Route 109 from Summer Street to the shopping center, and then from Papa Gino's to the Millis Town Line. Correction was so noted and minutes approved.

- Mrs. Rozanski took a moment to reach the audience watching Cable to mention that the telethon for Patrick McGowan was looking for talent for the show and to contact her if interested.

7:04 - Treasurer/Collector Marjorie Sanford came before the Board to update them on her office. She noted that office hours on Mondays will be extended continuously from 8:00 a.m. until 8:00 p.m., while still being closed on Fridays. Mrs. Sanford expressed the desire to get together with Town Accountant Bob Brothers the next day to compare balances and resolve discrepancies. She also stated that her two major projects would be to resolve payroll withholding problems for about 250 employees with Ruth Allen, and working with Bob Brothers to get ready for the FY'92 audit.

Mrs. Sanford said someone had come in to the Treasurer's Office and requested the salaries of all employees. Mrs. Allen suggested asking Town Counsel for his opinion.

7:15 - Richard Maciolek had cancelled his appointment for this evening because of a death in the family.

- Pam Bartolini requested this open time to discuss a Class II license that was issued to her ex-husband in the name of Bartolini Motor Sales with a mailing address of 148A Holliston Street. Mrs. Bartolini mentioned that there is no business being conducted at that address as he lives in Ashland and she wanted her address removed from the license. Mr. Brown suggested checking with Town Counsel to see what the legal aspect is since it seemed a part of the divorce documents. Mrs. Rozanski made a motion that this matter be taken under advisement and to ask him what action the Board should take on this matter; Mr. Dziczek seconded; all aye.

7:30 - Paul Wilson came before the Board, later joined by Paul DeSimone, requesting permission to form a Town Hall Study Committee to look over the condition of the Town Hall and determine what renovations were needed and come up with a cost estimate. Mr. Wilson mentioned that when earlier renovations were made, that town employees had done some of the work as well as the Sheriff's Department. Mr. DeSimone requested a third member to form the core group. The Board

appreciated their input, and on Mrs. Rozanski's recommendation, agreed to adopt the time line as presented by them. Mr. Dziczek suggested they get together with the FinCom to discuss the cherry sheet, etc. to see where they stand. Mr. Wilson said a portion could be done each year, instead of all at once, if there were not adequate funds. Mr. Brown said that Ed Duggan had gathered much information when he was part of the Municipal Building Utilization Committee, and suggested they contact him to retrieve that info. Mrs. Rozanski made a motion to form a Town Hall Study Committee, and Paul Wilson and Paul DeSimone steer that committee; Mr. Dziczek seconded; all aye. Mrs. Rozanski asked that they come back to the Board with the name of the third member.

7:45 - As Tom Pavlick did not show to discuss Center Street with the Board, Mr. Brown took this time to discuss a Highway Projects forecast he had prepared.

Road resurfacing. Mr. Brown asked that the top five street priorities be listed to use up all of the Chapter 90 funds. Those five streets were Causeway, Fisher, Village, Adams, and Lovering. He asked that permission be obtained from the State to use those monies for that purpose.

Repaving Request. Mr. Brown asked that the state-numbered routes request for repaving on 126 and 109 be sent in. He was informed it had already been done. He asked that realignment costs and police details be included in the figures.

ThermoPlastic. On the crosswalks and arrows, Mr. Brown was informed that the opening of bids was scheduled for September 13th. He asked that priority be given to the crosswalks near the schools, town hall, Main Street near the Plaza, and the placing of arrows at Holliston and Main.

No Parking. These are yellow lines across from the Little Store and near the Plaza.

Fuel Tank Removal. Mr. Higgins stated the tanks are nearly empty and he hoped they would be out that week.

Disposal of Gas Pumps. Mr. Higgins wondered if it made sense to hold on to them in case they might be needed again, but Mr. Brown suggested we advertise them for sale in the Beacon.

Red Bridge Replacement. Mr. Higgins stated this is still in the State's hands, but Peter Donoghue was hopeful they would be in the process of rebuilding by August of 1994.

Patch Program. Mr. Brown stated this included the High School driveway, Main, Holliston and Oakland Streets. Mr. Dziczek added in front of the high school in the circular driveway.

Crack Fill Project. Mr. Brown said he asked Bob Power to get some figures for him on this. The streets he would want done

would be Oakland, Holliston, Main, Village, Winthrop and Lovering.

Driveway Repair, Lovering Street. Mr. Higgins said it would be done in another week.

Center Street. Mr. Higgins said they went down 10-12" and filled the road with gravel.

Mention was made of Musquit Road that had not been swept yet, as well as a phone call Mrs. Rozanski had received from Angelo Manzola of 15 Lovering Heights concerning a ripple in the road he was concerned about. Mr. Higgins will look into it.

8:05 - The Board went into Executive Session to discuss the reputation, character, physical condition or mental health - rather than the professional competence - of an individual, and to return to public session in about 15 minutes.

8:24 - The Board reconvened their meeting.

Donald Grimes did not show for his scheduled appointment.

Fire Chief Wayne Vinton came to speak to the Board concerning the property behind the Fire Station. He noted that the Town had voted to buy the adjacent two acres behind the fire station, so he had received the approval of Paul Wilson of the Conservation Commission to extend the parking lot with a donation of 2,000 - 4,000 yards of fill from Boston Edison. Mr. Brown clarified no permit is needed if the fill is moving within the town. Chief Vinton noted that only 60' of the two acres was being utilized. Mr. Dziczek was concerned with the possibility of selling the two acres, and not wanting anything permanent on it. Mr. Brown suggested the Chief be part of the forming of a committee to decide what to do with the two acres. Mrs. Rozanski thought the Conservation Commission should work with him, and agreed to be on the committee as well. Mr. Brown also suggested they get a citizen-at-large, someone from ConCom and someone from the Park Department. Mrs. Rozanski said she would send a letter to the people on the committee.

8:45 - The Board discussed the site plan for E. Parrella on Alder Street. Michael Perrault of PMP Associates had sent a letter to the Board on August 16 stating some modifications he recommended prior to approval of the site plan. In turn, Paul DeSimone had responded with answers to Mr. Perrault's questions on August 19th. Today, a fax had come in to the Board wherein Mr. Perrault had responded to Mr. DeSimone's letter. The Board reviewed everyone's comments. Mr. DeSimone felt that the site plan is generally set up as a guideline for developers, and he didn't feel that what was being requested to agree to is part of the site plan requirements. Mr. Brown said that the original plan was approved subject to the review by Mr. Perrault. Now that his comments were received, they are noted, and again the plan is approved and will be signed later when revised with Mr.

Perrault's suggested revisions in reference to the clearing line, water line, lighting, dumpsters, etc. on the plan.

- 9:15 - The Board discussed the speed limit on Winthrop Street, from Adams Street to Main Street, being reduced to 25 miles per hour. Mrs. Rozanski made a motion to accept the Chief's recommendation and to pursue his contacting the appropriate State agencies to review speed limits in many areas throughout Town, including the above-mentioned area, and to do the appropriate changes; Mr. Dziczek seconded; all aye.
- Mrs. Allen brought up the letter received from the Norfolk County Engineering Department's John Paronich noting that the Town has decided not to pursue the redesign of the Alder Street profile at this time. The Board understood that if the road is not redesigned, they would have to go with the recorded grade.
 - The Board noted some correspondence given to them for "FYI" purposes, such as a retiree's thank you letter and Zoning Board of Appeals decisions. Mr. Brown congratulated John Williams on his appointment to the School Committee.
 - The Board discussed a petition from New England Telephone Company, not requiring a public hearing, for 8 poles on Trotter Drive solely owned by NET to be jointly owned with Boston Edison. Mrs. Rozanski made such a motion; Mr. Dziczek seconded; all aye.
 - Mrs. Allen noted that the Town has worked with Petroleum Funds since 1985, and finally received a refund of \$470.20.
 - The Board noted an anonymous letter concerning cars for sale by residents, such as on Route 109. They said they would have appreciated the letter being signed and additional information by its author.
 - The liquor license for Main Street Cafe was signed by the Board. The Board also signed paperwork for the self-funded plan with Pilgrim.
 - The Board acknowledged documentation from O.E.D.P. with their suggestions, including making the railroad bed a bike/hike trail.
 - Letters of support from the Selectmen and E. Parrella Company for hiring programs were sent to Kate Griffin, working on the grant for us. She is also anticipating letters coming from Kiewit and Trotter.
 - The Board reviewed the MAPC's 1990 census profile. The Board asked that copies be sent to the School Committee, FinCom, ConCom, Planning Board and Assessors.
 - The Board looked over a suggestion from Diarmuid Higgins, Highway Superintendent asking that a paragraph be added to the street opening permit saying that the contractor provides his own patch, gravel, signs, etc., not the Town. Mrs.

Rozanski made a motion that the statement be included in the permit application; Mr. Dziczek seconded; all aye.

- The Board noted a thank you from Mr. LeFleur for help from Mark Flaherty, Diarmuid Higgins, Paul Wilson and the Selectmen's Office in his building permit process.
- The Board discussed a site plan as submitted by Joe Griffiths for the billiard room above Sabina Doyle's. The Board asked about the appeal period from the Zoning Board, and noted it was not over yet, so they did not wish to discuss this further. Mrs. Allen mentioned that a public hearing was being scheduled for his request to serve alcohol in the billiard room, so the Board felt the site plan could be discussed at the same time. Mrs. Allen will also call the State to see if a billiard permit is needed. The Board asked that Mrs. Allen tell Mr. Griffiths they were taking no action at this time.
- A question was asked about truck access to Sanderson and Pine, and Mrs. Allen said that traffic counts will be conducted to determine what the flow of traffic actually is.
- Mrs. Allen went over an invoice received from Michael Cicoria for \$456.25 for pre-audit planning. Mr. Brown wondered if this was part of the total fee of \$15,000 and were they invoicing piecemeal? Mrs. Allen will write to them and find out.
- The Board noted the upcoming Millis Consortium agenda and synopsis of recycling questions and answers.
- Mrs. Allen had the Selectmen read the written warning she recently gave to a town employee for their information.
- The Board noted a letter from Tri-Community Area Chamber of Commerce regarding Southbridge.
- The Board acknowledged the letter from Town Counsel concerning a resolution of the litigation concerning the Cole Library, and a vote that is required by the Attorney General. Mrs. Rozanski made a motion that the Board of Selectmen hereby confirms its position that jurisdiction over and the control of the Cole Library building premises shall be in the Board of Library Trustees of the Town, which shall include control of the proceeds of any sale of the building or the land upon which it is situated; Mr. Dziczek seconded; all aye. The Secretary is to attest to the vote being taken. The same action has to be taken by the Library Trustees.
- The Board acknowledged a letter received from the Bosses of 244 Village Street, asking that the road in the area of Village and Center Street be repaired. Mr. Dziczek asked that Mrs. Allen let them know the area is third on the list for road resurfacing, and Mr. Brown further asked that Mr. Higgins take a look at the area in question anyway.
- The Board noted the three quotes received from electricians

for wiring the mechanic's area in the highway garage. Mr. Higgins also asked about an alarm system for the highway garage. Mr. Brown suggested waiting on this and wanted more information.

- Mrs. Allen told the Board to get Chapter 81 monies each year, the Board has to sign a document indicating how much they spent on streets, etc., which she had and which they signed.
- Mrs. Allen told the Board that Bob Rojee had a complaint with Cablevision charging for a hookup for a second box.
- Mrs. Allen asked the Board if they would be willing to appoint John Wilson to the Computer Committee. Mrs. Rozanski made such a motion; Mr. Dziczek seconded; all aye. Mr. Dziczek seemed to remember that someone else was also interested in being on the committee - Mrs. Allen will check.
- Mr. Dziczek mentioned that the other two individuals who did not get chosen to be on the School Committee should be put on a list of resources for other committees.
- Mrs. Rozanski made a motion to sign the Bond Anticipation Notes and authorize its acceptance as recommended by the Treasurer/Collector and voted at Town Meeting; Mr. Dziczek seconded; all aye.
- The Board discussed the cherry sheet for FY'94. Mr. Brown suggested they discuss it further at their next meeting on September 13th with the Town Accountant. He felt the Town was working under certain estimates, local receipts, new growth, and what was spent at Town Meeting, and now he wanted to know where we stand so the Board could discuss the setting of the tax rate with the FinCom and the Assessors maybe in October. Mr. Dziczek wanted to know when the next FinCom meeting was so he could attend.
- Mrs. Allen brought up the use of Sanford Hall by the Village Church on September 19th. Mr. Brown suggested the use of the Fire Station behind Town Hall for the EMT's and let the Village Church use St. Anthony's Center as they normally do.. Mrs. Allen will check to see if the last EMT class could be scheduled in that location, as well as checking with our insurance company.
- Mrs. Allen told the Board the Town was being sued by a person who fell going to Bingo at the high school this past winter.
- Mr. Dziczek clarified he needed names and phone numbers of who to contact for state and federal grants. Mrs. Allen will try and get that for him, but did say that the community action statement recently prepared starts the grant process.

10:00- The meeting was adjourned.

Respectfully submitted,

Mary Ann Predette, Secretary

mj

TOWN OF MEDWAY

Massachusetts

\$110,000

Bond Anticipation Notes

Dated: August 17, 1993

Due: August 17, 1994

Certificate and Covenant as to Tax-exempt Status of Notes

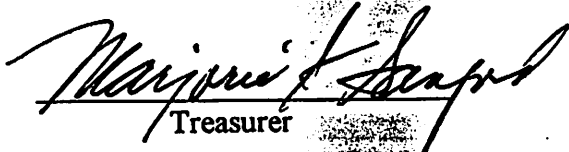
We, the Treasurer and Selectmen of the Town of Medway, Massachusetts (the "Issuer"), certify and covenant on behalf of the Issuer as follows in connection with the issuance of its Notes described above and the exclusion of interest thereon from gross income for federal income tax purposes under the Internal Revenue Code of 1986 as amended (the "Code"):

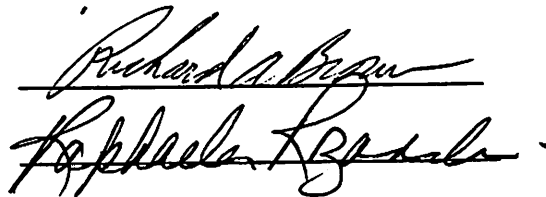
1. The Issuer will take all lawful action necessary to comply with requirements of the Code that must be satisfied subsequent to the issuance of the Notes in order that interest on the Notes be or continue to be excluded from gross income for federal income tax purposes.

2. The Notes are hereby designated as "qualified tax-exempt obligations" for the purposes of Section 265(b) of the Code. We certify that the reasonably anticipated amount of tax-exempt obligations, including the Notes, that will be issued by the Issuer and all subordinate entities during the current calendar will not exceed \$10,000,000.

Dated: August 17, 1993

I, the undersigned Treasurer hereby certify that, as required by the Code, I have this day filed Form 8038G, a copy of which is attached, with the Internal Revenue Service.


Treasurer



Selectmen

Certificate/Covenant - Q

Revised 11/09/88

cc: Town Acct. 8/23/93

Form **8038-G****Information Return for Tax-Exempt Governmental Obligations**

(Rev. May 1993)

Department of the Treasury
Internal Revenue Service

► Under Internal Revenue Code section 149(e)

► See separate instructions.

(Use Form 8038-GC if the issue price is under \$100,000.)

OMB No. 1545-0720

Part I Reporting Authority		If Amended Return, check here <input type="checkbox"/>	
1 Issuer's name Town of Medway		2 Issuer's employer identification number 04: 6001217	
3 Number and street (or P.O. box if mail is not delivered to street address) Town Hall		Room/suite	4 Report number G1993 - 2
5 City, town, state, and ZIP code Medway, MA 02053		6 Date of issue 8-17-93	
7 Name of issue \$110,000 Bond Anticipaion Notes		8 CUSIP Number ---	

Part II Type of Issue (check applicable box(es) and enter the issue price)

	Issue price
9 <input type="checkbox"/> Education (attach schedule—see instructions)	\$
10 <input type="checkbox"/> Health and hospital (attach schedule—see instructions)	
11 <input type="checkbox"/> Transportation	
12 <input type="checkbox"/> Public safety	
13 <input checked="" type="checkbox"/> Environment (including sewage bonds) water	110,160.60
14 <input type="checkbox"/> Housing	
15 <input type="checkbox"/> Utilities	
16 <input type="checkbox"/> Other. Describe (see instructions) ►	
17 If obligations are tax or other revenue anticipation bonds, check box ► <input type="checkbox"/>	
18 If obligations are in the form of a lease or installment sale, check box ► <input type="checkbox"/>	

Part III Description of Obligations

	(a) Maturity date	(b) Interest rate	(c) Issue price	(d) Stated redemption price at maturity	(e) Weighted average maturity	(f) Yield	(g) Net interest cost
19 Final maturity.	8-17-94	2.65%	110,160.60	110,000			
20 Entire issue			110,160.60	110,000	1.00 years	2.50 %	2.65 %

Part IV Uses of Original Proceeds of Bond Issue (including underwriters' discount)

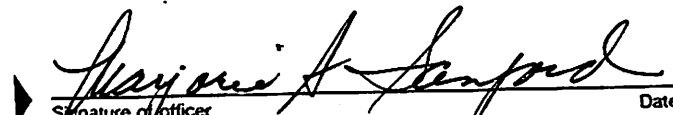
21 Proceeds used for accrued interest	21	0
22 Issue price of entire issue (enter amount from line 20, column (c))	22	110,160.60
23 Proceeds used for bond issuance costs (including underwriters' discount)	23	160.60
24 Proceeds used for credit enhancement	24	0
25 Proceeds allocated to reasonably required reserve or replacement fund	25	0
26 Proceeds used to refund prior issues	26	0
27 Total (add lines 23 through 26)	27	160.60
28 Nonrefunding proceeds of the issue (subtract line 27 from line 22 and enter amount here)	28	110,000

Part V Description of Refunded Bonds (complete this part only for refunding bonds)

29 Enter the remaining weighted average maturity of the bonds to be refunded	►	N/A	years
30 Enter the last date on which the refunded bonds will be called	►	N/A	
31 Enter the date(s) the refunded bonds were issued	►	N/A	

Part VI Miscellaneous

32 Enter the amount of the state volume cap allocated to the issue	►	0
33 Enter the amount of the bonds designated by the issuer under section 265(b)(3)(B)(i)(III) (small issuer exception)	►	110,000
34 Pooled financings:		0
a Enter the amount of the proceeds of this issue that are to be used to make loans to other governmental units	►	
b If this issue is a loan made from the proceeds of another tax-exempt issue, check box <input type="checkbox"/> and enter the name of the issuer	►	
35 If the issuer has elected to pay a penalty in lieu of rebate, check box <input type="checkbox"/>	►	

Please
Sign
Here


8-17-93

Marjorie Sanford, Treasurer

Type or print name and title

For Paperwork Reduction Act Notice, see page 1 of the instructions.

Cat. No. 63773S

Form 8038-G (Rev. 5-93)

BayBanks 50,000 dol's 00 cts

COMMONWEALTH OF MASSACHUSETTS
TOWN OF MEDWAY
ANTICIPATION SERIAL LOAN
WATER LOAN

No. B-2

\$50,000

Date of Issue: August 17, 1993

This Note is exempt from Taxation in Massachusetts

For Value Received, the inhabitants of the Town of Medway by their Treasurer hereto duly authorized by vote of said Town passed on March 22, 1993 and Chapter 44 of the General Laws promise to pay to Express & Co. or order at BayBank, in Waltham, Massachusetts or BayBank Boston, N.A. in Boston, Massachusetts the sum of

FIFTY THOUSAND (\$50,000) DOLLARS

on August 17, 1994, with interest at the rate of 2.65 percent per annum, payable at maturity calculated on the basis of a numerator using actual days and a denominator using a 365 day year (actual/365).

Countersigned and approved:

By:

Treasurer

(Town Seal)

(to be)

(Affixed Here)

I certify that this note was
countersigned and approved by
the Selectmen in my presence.

August 9, 1993

Town Clerk

Selectmen and a majority thereof

THE COMMONWEALTH OF MASSACHUSETTS, DEPARTMENT OF REVENUE, BOSTON

I hereby certify that this note appears to have been duly issued in accordance with the provisions of Chapter 44 of the General Laws and that there are on file in this office, where they may be inspected, certifications by the Town Clerk of a true copy of the Town Treasurer's record of the issue of this note and, where applicable, of a true copy of the vote of the duly warned town meeting authorizing the loan, together with certifications that the signatures appearing upon said note are those of the duly qualified Treasurer and the majority of the Selectmen of said Town.

Director of Accounts

BayBanks 60,000 dollars 00cts

COMMONWEALTH OF MASSACHUSETTS
TOWN OF MEDWAY
ANTICIPATION SERIAL LOAN
WATER LOAN

No. B-1

\$60,000

Date of Issue: August 17, 1993

This Note is exempt from Taxation in Massachusetts

For Value Received, the inhabitants of the Town of Medway by their Treasurer hereto duly authorized by vote of said Town passed on March 22, 1993 and Chapter 44 of the General Laws promise to pay to Express & Co. or order at BayBank, in Waltham, Massachusetts or BayBank Boston, N.A. in Boston, Massachusetts the sum of

SIXTY THOUSAND (\$60,000) DOLLARS

on August 17, 1994, with interest at the rate of 2.65 percent per annum, payable at maturity calculated on the basis of a numerator using actual days and a denominator using a 365 day year (actual/365).

Countersigned and approved:

By:

Margaret K. Sargent
Treasurer

(Town Seal)

(to be)

(Affixed Here)

I certify that this note was
countersigned and approved by
the Selectmen in my presence.

August 9, 1993

Maryanne White
Town Clerk

Selectmen and a majority thereof

THE COMMONWEALTH OF MASSACHUSETTS, DEPARTMENT OF REVENUE, BOSTON

I hereby certify that this note appears to have been duly issued in accordance with the provisions of Chapter 44 of the General Laws and that there are on file in this office, where they may be inspected, certifications by the Town Clerk of a true copy of the Town Treasurer's record of the issue of this note and, where applicable, of a true copy of the vote of the duly warned town meeting authorizing the loan, together with certifications that the signatures appearing upon said note are those of the duly qualified Treasurer and the majority of the Selectmen of said Town.

Director of Accounts

REQUEST FOR DELIVERY OF CERTIFIED NOTES

Aug. 9, 1993

TO THE DIRECTOR OF ACCOUNTS:

Please forward after certification to bank(s):

Note Nos. B1-2 to Bay Bank, 175 Federal St., Boston 7th Floor
Nos. _____ to _____
Nos. _____ to _____
Nos. _____ to _____
Nos. _____ to _____
Nos. _____ to _____

Marjorie A. Amodeo
Treasurer

We, the undersigned Selectmen approve the above request of the
Treasurer, in accordance with General Laws, Chapter 44, Section 24 or Chapter 35,
Section 39B.

Richard A. Bogue
Rebecca K. Bogue

NOTE NO. OR NOS. B1-2

CERTIFICATE

Only one Certificate should be used to cover all notes issued on the same date loan, as appearing in the Clerk's records, showing how the vote was passed, and The completed certificate is to be signed by the Clerk and given to the Treasurer of Corporations and Taxation, Boston. (Chapter 44, Sections 23-27, General Laws)

Copy of Town Treasurer's Record

Town of Medway

1. Date of Town Meeting Authorizing Loan March 22, 1993
2. Purpose of Loan Water
3. Total Amount of Loan Authorized, \$ 110,000.00
4. Amount of Previous Issues of this Loan, \$ 0
5. Amount of this Issue \$ 110,000.00 Date of Issue August 17, 1993
6. Balance of this Loan Un-issued, \$ 0
7. Payable to Express & Co. or order
8. Payable at the Bay Bank in Waltham or Bay Bank Boston N.Y.
9. Date this Issue is Due August 17, 1994
10. Rate of Interest 2.65% How Payable At maturity
ANNUALLY, SEMI-ANNUALLY, DISCOUNTED, OR AT MATURITY
11. Signed by Margaret A. Sargent Town Treasurer.

Countersigned and Approved by:

Richard A. Brown
Raphael P. Brown

Selectmen
and
a
majority
thereof

In the presence of Maryanne White

 Town Clerk.

F TOWN CLERK

me purpose. The Town Clerk will furnish below an exact copy of the vote authorizing the back of this sheet, a copy of the article in the warrant upon which the vote was based. must transmit the same, with the note or notes, to the Director of Accounts, Department

The meeting was called to order at 7:10 in the Medway High School Auditorium by Richard Maciolek, Moderator.

The warrant having been properly posted as attested by the Constable's Return of Service it was

Voted: That the reading of the Warrant and Return thereof be dispensed with.
(VV)

(Unanimous)

Article 1. To see if the Town will vote to transfer from available funds, borrow or expend from possible state or federal grant funds, a sum of money not to exceed \$110,000.00 for the purpose of installing water mains in Alder Street to service the West Medway Industrial Area, a distance of approximately 2,600 linear feet, which sum shall include necessary engineering drawings and specifications, or to act in any manner relating thereto.

Board of Selectmen

Article 1. VOTED: To authorize the Town Treasurer or the Acting Town Treasurer to borrow, with the approval of the Board of Selectmen, under Massachusetts General Laws, Chapter 44 Section 8, the sum of \$110,000.00 for the purpose of installing water mains on Alder Street a distance of approximately 2,600 linear feet, which sum shall include any necessary engineering drawings and specifications; and further to authorize the Board of Selectmen to apply for and expend any possible state or federal grant funds that may be available for such purposes.

164 in favor
9 opposed

I CERTIFY that this is a true copy of the Town Treasurer's record of the issue of note (s) no. (s) 61-2 and a true copy of a vote passed at a meeting of the inhabitants of the Town of Medway duly warned as required by law, which authorized borrowing money as aforesaid, as appears on the records of the town; that said vote is in full force and effect and has not been repealed or modified in any way by subsequent vote of said town; and that the person whose signature appears on said note as that of the treasurer of the Town of Medway was the duly authorized treasurer of said town at the date when said signature was made; and that the persons whose signatures appear upon said note as those of a majority of the selectmen were duly qualified selectmen of said town when such signatures were made. I also certify that the copy of the article in the warrant, as given on the back of this sheet, is a true copy of the same; and that said warrant was duly served as required by General Law and by by-law or vote of the town, as certified to by the constable's return on the warrant.

Date August 9, 1923

Mary Jane White
Town Clerk



Town Clerk
MaryJane White

TOWN OF MEDWAY

MEDWAY, MASSACHUSETTS 02033

TEL. (508) 533-6059

TOWN OF MEDWAY

SPECIAL TOWN MEETING

MARCH 22, 1993

The meeting was called to order at 7:10 in the Medway High School Auditorium by Richard Maciolek, Moderator.

The warrant having been properly posted as attested by the Constable's Return of Service it was

Voted: That the reading of the Warrant and Return thereof be dispensed with.

(VV)

(Unanimous)

Article 1. To see if the Town will vote to transfer from available funds, borrow or expend from possible state or federal grant funds, a sum of money not to exceed \$110,000.00 for the purpose of installing water mains in Alder Street to service the West Medway Industrial Area, a distance of approximately 2,600 linear feet, which sum shall include necessary engineering drawings and specifications, or to act in any manner relating thereto.

Board of Selectmen

Article 1. VOTED: To authorize the Town Treasurer or the Acting Town Treasurer to borrow, with the approval of the Board of Selectmen, under Massachusetts General Laws, Chapter 44 Section 8, the sum of \$110,000.00 for the purpose of installing water mains on Alder Street a distance of approximately 2,600 linear feet, which sum shall include any necessary engineering drawings and specifications; and further to authorize the Board of Selectmen to apply for and expend any possible state or federal grant funds that may be available for such purposes.

164 in favor
9 opposed

TOWN OF MEDWAY

\$110,000

BAN

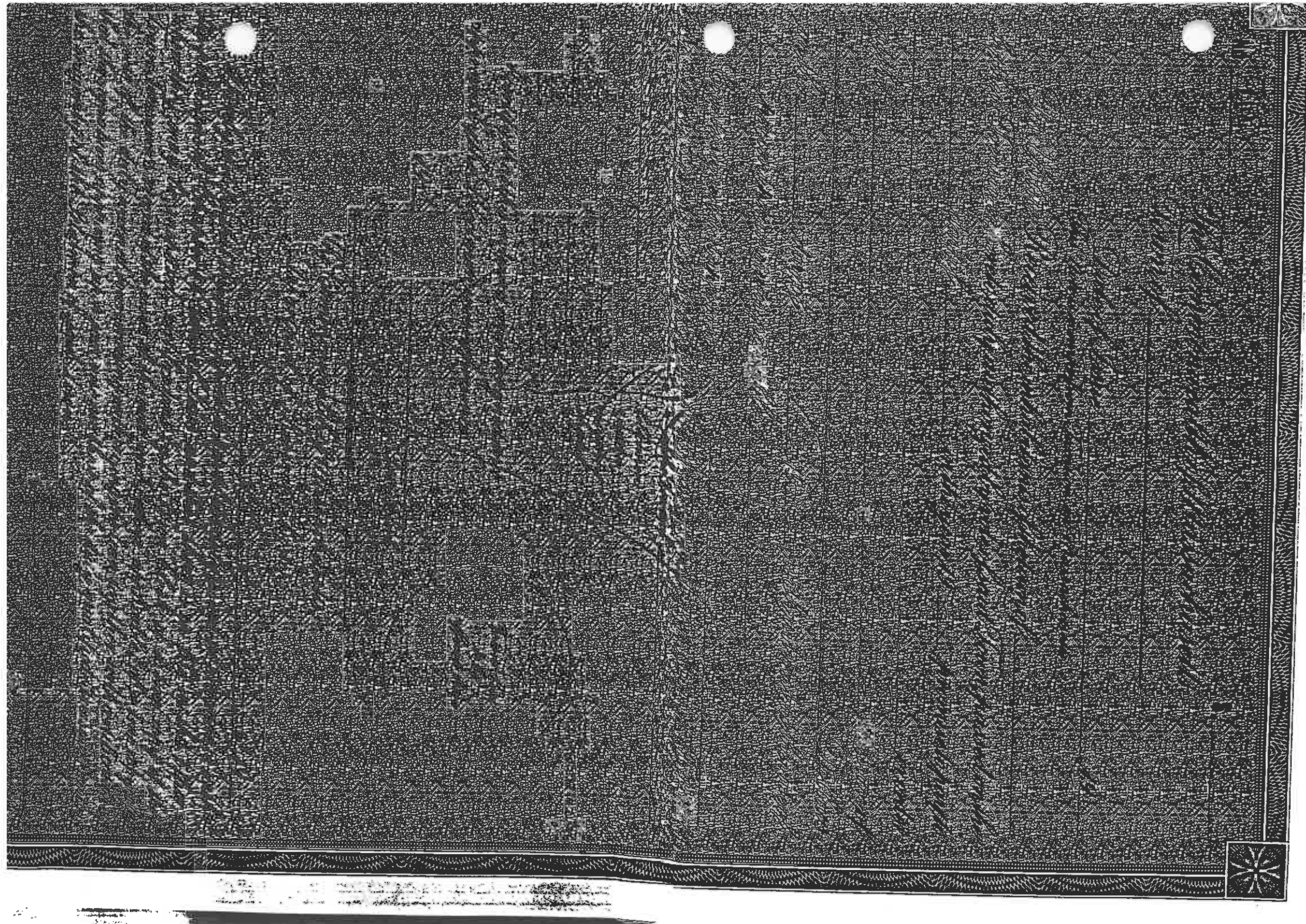
Dated 8/17/93 Due 8/17/94

PURCHASER
Express & Co.

AMOUNT
\$110,000

NOTE
NUMBER
1
2

DENOMINATIONS **RATE**
\$60,000 **2.65**
50,000 **2.65**



file

August 3, 1993

Selectmen,

Attached is a copy of the street opening permit.

Dearmuid would like to have the following added:

9. The contractor shall supply ~~his~~ the gravel and temporary patch, all signage, barrels etc. These items will not be supplied by the Town of Medway and should be on site before starting the job.

Approved
8/23/93
file w/permits

cc: BofS 8/5/93

PERMIT NO. _____

DIG SAFE NO. _____

DATE APPROVED _____

TOWN OF MEDWAY
APPLICATION AND AGREEMENT
STREET EXCAVATION PERMIT

I, _____, _____, _____
(name) (address) (tel. #)

hereby make application for a permit to open _____ Street,
in said Medway at _____,
(owner of property) (address)

The opening will be _____ feet into the public way, said opening will be
made on _____, 19____. The opening is for the purpose of _____
_____.

Contractor performing work:

Name _____ Tel. # _____

Address _____

If said permit is granted, I/we hereby agree as follows:

1. Work shall be started and completed during standard working hours, except with special permission.
2. To restore the opened areas to the same condition in which it was prior to the opening, including the surfacing of the same to conform to the surface of the surrounding area as required in accordance with the "Street Excavation Regulations" of the Town of Medway. Trench shall be maintained for one (1) year from time of excavation, any maintenance performed on the trench by the Medway D.P.S. shall be billed to the contractor.
3. To notify in writing in accordance with Chapter 370, Acts of 1963, by certified mail, at least forty-eight (48) hours prior to opening the roadway, all public utility companies having installations in said street.
4. Only contractors who have filed with the Selectmen's Office bonding and insurances, which will be in full force and effect for no less than one (1) year from April 1st through March 31st will be allowed to disturb any roadway within the Town of Medway. The whole or any portion of the bond may be used to complete any work not completed by the contractor:

Bank Book or Bank Check to the Town of Medway - \$15.00 per foot for lineal cut
(with a minimum of \$1,000.00)
Property Damage Insurance Certificate - \$750.00 for a street crossing
Public Liability Insurance Certificate - 50/100,000.00
- 100/300,000.00

5. To comply with all regulations and lawful orders of the Town of Medway relative to the permitted work.
6. To provide and maintain necessary signs, lights, and Police Details.
7. Roads shall not be disturbed from November 16th through April 1st.

(signature)

(date)

(Note: If applicant is corporation, two (2) Certificates of Authorization will be required.)

8. Any street excavation performed within five (5) years of the resurfacing of a street must either be re-paved, berm to berm, or must be feathered into the patch for 50' in either direction, by utility company or contractor.

Permit No. _____

Dig Safe No. _____

Date Approved _____

PERMIT FOR STREET EXCAVATION

This is to certify that _____ is hereby granted
a permit to open roadway at _____ for
_____ to be started _____ 19__.

Approved: _____
(Selectmen or Agent) (date)

(Police Chief) (date)

(Supt. of Public Services) (date)

(Supt. of Water/Sewer) (date)

work satisfactorily completed _____
(Selectmen or Agent) (date)



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

AGENDA

AUGUST 2, 1993

7:00 p.m.	Open meeting, sign warrants
7:05	Meet with the Planning Board, Zoning Board of Appeals, Ann Hudson regarding Ward's Lane
7:15	Planning Board regarding Village Street/Island Road new subdivison; also developers, Mario DiBona and Vincent Manzelli have requested to attend.
7:30	Joseph Griffith re: Pool Room over Sabina Doyle's

Old Business

New Business

Present: Richard Brown, Joseph Dziczek, Raphaela Rozanski,
Administrative Assistant Ruth Allen.

Prior to the start of the meeting, Mr. Brown spoke with Mr. Higgins about a letter to the Board from Mass Highway concerning an anticipation of limited funding for resurfacing or rehabilitating of state numbered routes appearing on the Federal Aid System. Mr. Brown asked that Mr. Higgins write up the request listing the Medway streets, include grinding and resurfacing, and other information asked for in the letter. He said possible streets would be West Street, ~~from Main to Summer Street~~, ^{all of} Summer Street, ^{on Route 109} ~~near the old fire station to~~ the shopping center, and then from Papa Gino's up Route 109. ^{to the town line} Mr. Brown asked that this be ready for the next meeting on August 23rd as submittal deadline is August 28th. *

7:05 p.m.-Mr. Brown called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. The warrants were signed.

7:08 - Mark Flaherty, Water/Sewer Superintendent, came in to update the Board on the Alder Street water project. He showed them a preliminary plan of the final draft, and noted he will look through the contract book for any discrepancies. Mrs. Rozanski made a motion to accept the preliminary plans as presented for the Alder Street water project and to ask that he proceed with the preparation of the bid documents; Mr. Dziczek seconded; all aye. Mr. Flaherty hoped that the bid opening would be in about 5-6 weeks. Mr. Dziczek asked that Mrs. Allen notify the three companies on Trotter Drive and Alder Street of the progress being made on the water project.

7:15 - Jim Brodeur, Chairman of the Planning Board, came before the Board. Mr. Brown first had some concerns with the Nathaniel Cutler Place subdivision and that the Planning Board did not accept either of the options the Selectmen had given for Winthrop and Maple Streets. Mr. Brodeur said developer Jonathan Bruce would just be paving over Temple Street, but he could put a sidewalk on Temple Street if the Selectmen choose, adding the developer did not want to pay for extra police details. He explained the loop for a sidewalk for the elderly that would be in place with the new construction.

On another matter, the Board had asked that the Planning Board, the Zoning Board and Ann Hudson be present to discuss Wards Lane; however, only Mr. Brodeur was present. Mr. Brodeur showed the plan developer Tom Roche had for changing two lots to three lots, and that he would be going to the Zoning Board for variances for all three lots. Mr. Roche said he would pave 1000 ft. of the road on Wards Lane (which is about 14' wide) while looking for 70' frontage on the 3 lots. Mr. Brown suggested fixing all of Wards Lane beyond Kimberly Drive. Mrs. Rozanski wanted more information, but they all agreed in the general concept that it seemed alright. Mrs. Rozanski was concerned that the portion of repair of Wards Lane belonged to the town and how wide the street was. Mr. Roche and Mr. Brodeur said they would come up with a more formal plan and get ready for submission to the Zoning Board. Mr. Brodeur suggested Mr. Roche apply to the Planning Board for a formal denial of the plan, and then

go on to the Zoning Board. He also suggested 100' of lip berm near the pipe to prevent washout.

7:50 - The Board then brought up a new subdivision at Village Street and Island Road with Mr. Brodeur. A letter had been sent to the Board of Selectmen from an abutter of the property, Mr. Goddard, concerning damage done to his property with the contractor's equipment, a yard drain to be installed on his property, and a pine tree on the edge of the property that might have to be removed. Mario DiBona and Vincent Manzelli, the developers of the property, were present to state that they will be doing everything Planning Board agent, Mike Perrault, tells them to do. Mr. DiBona stated he had no intention of leaving town until his project was completed, and he was complying with all rules and regulations to do a proper job. The Board was surprised when Mr. Brodeur stated he did not know who the tree belonged to prior to the approval of the project - the town or Mr. Goddard. Mr. DiBona felt that with or without the tree, he had the appropriate site distance requirements. He will also do a side and rear survey for putting up a fence. The Board asked if Mr. Goddard had had all of his questions answered; he said he had.

8:25 - Joe Griffiths asked to come before the Board because he had read an article in the paper about Building Inspector Robert Speroni's bringing violations to the Board about Sabina Doyle's. He said he had dealt with every board except the housing authority, two building inspectors, one interim building inspector, and in 3-1/2 years, except for a noise problem about 2 years ago, he had had no problems. Mr. Griffiths mentioned incidents involving Mr. Speroni:

- a sign 3 years ago outside the building that Mr. Speroni complained about until he produced the permit.
- having to go to Conservation for a sign-off for painting of wallpaper.
- his putting in of a foundation for a house without a permit saying he knew the consequences and it was a business decision.
- the problem with a fire escape ladder on the second floor not being installed, and that he would build a deck below the fire escape because it would end on the gas meter.
- the repair of the loading dock behind the building. Mr. Speroni told him he needed a licensed contractor.
- the 20-day appeal period for the ZBA for the use of the pool room on the second floor.
- the use of explosive and foul language by Mr. Speroni and the insulting of one of his patrons - he had witnesses.
- he said he never got a written cease and desist order from Mr. Speroni.

Mr. Brown mentioned the Board's concern about safety at all times. Mr. Griffiths then gave the Board a three page document which was to chronologically list the problems he had had with Mr. Speroni for their review.

8:40 - Mr. Brodeur came back to talk with the Board again. In

discussing the Maple Street sidewalk, he mentioned that maybe they could get a full sidewalk. Plans were for partial sidewalk for Grove to Maple and then another 1000' on Maple Street. Possibly also the developer could do the paving in that area if the town roughs it out.

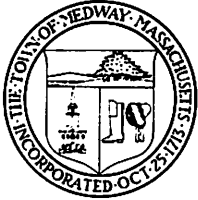
- Mr. Brown asked the Secretary to let Mr. Speroni aware of a pool he had seen at 10 Diane Drive without a fence.
- 9:00 - Mrs. Allen mentioned receiving word from Town Counsel on firefighter's insurance. The chapter in Mass. General Laws that referred to insurance referred to medical insurance, not health insurance, therefore we are not obligated to pay for Mr. Choate's health insurance. Mrs. Allen said that our insurance did take care of his medical bills.
- Col. Matondi's wife's illness was mentioned by Allan Osborne.
- Mrs. Rozanski brought up outstanding appointments, and stated she recommended the appointment of Burt Spear to the Finance Committee. The Board asked that he come to their next meeting of August 23rd.
- Mrs. Rozanski recommended the appointment of David Travalini to the Conservation Commission; Mr. Dziczek seconded; all aye.
- Mr. Brown asked about the town meeting changes to the zoning by-laws that were submitted to the Attorney General. Mrs. Allen said she had heard nothing yet, so Mr. Brown asked that she send a letter to the Town Clerk to find out the status.
- The Board recommended a letter be sent to the Water/Sewer Commissioners with reference to Alder Street.
- The Board noted the letter from Town Counsel to Janet Riera, Chairman of the Recycling Committee, approving the revised RFP, and recommending it be published in its present form.
- The Board received the O.E.D.P.'s revised goals and objectives.
- Mrs. Allen mentioned that she and Kate are finalizing the preliminary community action statement.
- The Board noted the Building Inspector's July monthly report.
- Attorney Moschos submitted an update on the Family and Medical Leave Act of 1993. Mrs. Allen will have the rights posted and eventually put in the personnel policies.
- A request was made by Mary Jane Burke for permission to block off a section of Oakland Street for a block party, but this request was denied by the Board.
- Mrs. Allen mentioned that Commonwealth Engineers had sent a letter to District 3 for extra time for replanting due to delays in the signing of the contract. The Board approved.

- The Board noted the ZBA's decision on the Medway Housing Authority's construction of a building for the mentally disabled on Village Street.
 - Mrs. Allen stated that they had heard from the State's Brook Chipman and they have denied our grant application for the line striping machine. She said she will hold the application and refile it again when resubmission is possible.
 - The Board acknowledged EOCD's letter on public hearings for comprehensive housing affordability strategy suggestions.
 - The Board noted Group Benefits Strategies' yearly report of excess stop loss claims having reimbursed the town for \$37,594.07. Mr. Dziczek referred to Kevin Walsh of GBS recently saying he envisioned a shortfall. He felt that that figure should be brought to the next town meeting. Mrs. Allen mentioned that he would be coming in to see the Board in September with the figures.
 - The Board asked what happened to the request for Officer Grimes to give the Board a schedule for possible increase in ambulance rates. The Board asked that he come in to discuss this, and also to answer how much is it costing to run the service.
 - The Board decided not to have any meetings on August 9th and August 16th. Mr. Brown asked that boards and committees be put on a rotating schedule to speak to the Board, and Mrs. Allen mentioned that Mr. Maciolek was scheduled to come in on August 23rd. Mr. Brown asked that at least one a week should be on the agenda.
 - The Board had questions about new figures for anticipated revenues, new growth, are we getting more state funds, what did the FinCom use as a method for starting with at the town meeting. The Board thought it would be wise to have a meeting late in September with the FinCom and the Town Accountant and try and answer some of these questions.
 - The Board has not heard anything new on the police contract.
 - The Board also has not heard anything on the vacancy for school committee.
 - Mr. Dziczek has questions about Police Department policies.
- 9:40 - Mrs. Rozanski made a motion that the meeting be adjourned; Mr. Dziczek seconded; all aye.

Respectfully submitted,


Mary Jean Fredette
Secretary
mj

* correction made & approved at selectmen's meeting of August 23, 1993.



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

AGENDA

JULY 26, 1993

- 7:00 p.m.-Open meeting, sign warrants.
- 7:05 -Public hearing - Boston Edison.
re: Oakland/North Streets.
- 7:15 -Ken Jaeger - Rizzo Associates
re: monitors on Town property.
- 7:30 -Dick Parrella.
re: site plan - Alder Street.
- -old business.
- -new business.



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

AGENDA

JULY 19, 1993

7:00 p.m.- Open meeting, sign warrants.

7:05 - Chief Wayne Vinton
re: health insurance.

7:15 - Mike Capozzoli
8 Sanderson Street.

---- - old business.

---- - new business.

Present: Richard Brown, Joseph Dziczek, Raphaela Rozanski,
Administrative Assistant Ruth Allen.

7:00 p.m.-Mr. Brown called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. The warrants were signed.

7:05 - -Chief Wayne Vinton came before the Board to discuss one of the volunteer firemen who had suffered a heart attack while responding to a fire. He was currently on disability with Volunteer Firemen's Insurance for 104 weeks. The Chief did inform the Board that, as of July 1st, Mr. Choate's former employer can no longer carry him on their health insurance, and Mr. Choate was asking the Town to take over the coverage. Mr. Brown suggested Mr. Choate write a letter to the Board asking for this, and Town Counsel could then be consulted for his interpretation, as well as the town's responsibility after the two years disability is over. Mrs. Rozanski was assured that Mr. Choate had not resumed any of his responsibilities or duties as a volunteer fireman.

7:20 - Mike Capozolli of Sanderson Street came before the Board to discuss some clearing out of land near his home belonging to Medway Oil, as well as the recent use of the road and Pine Street as an access for oil trucks going to this lot of land. He and neighbor Ken Mitrano could not understand why the use of these roads was suddenly begun as the roads are only 18'-20' wide, and previously had been using North Street which is much wider. Zoning Enforcement Officer Robert Speroni was present to indicate he felt he had no jurisdiction in this matter as there was nothing in the by-laws that said a commercial vehicle cannot go through residential property. Mr. Dziczek, however, did feel there was a violation in what was occurring. Mr. Speroni suggested a possible ruling from Town Counsel. Mr. Capozolli stated he had called the State and it was suggested getting a variance saying "no thru trucks". Mr. Brown suggested a member of the Board talk to Medway Oil to ascertain what their plans were and let the Board know in two weeks.

7:35 - Mrs. Allen asked the Board their feelings on a town employee asking the Treasurer's office to have real estate taxes deducted from the paycheck. She felt it would make more sense to set up a savings account at that bank and have it automatically deducted. The Board felt this was not an option they wanted to see offered at this time.

- Chief Wayne Vinton mentioned that the town would eventually be reimbursed for the December storm in the amounts of \$20,000 from the Federal government and \$3,800 from the State.

- Mr. Brown asked Mr. Higgins about the paving project report, and Mr. Higgins confirmed it was almost done. Mr. Higgins also commented about the thermoplastic for street markings which will have to go out to bid. This will be used in only certain designated areas including near the schools. Mr. Brown asked Mr. Higgins to check on the line striping machine with Brook Chipman. He also asked that Mr. Higgins get the

cost and find out what the procedure is to get left-turn arrows in the traffic signals for Holliston and Main Streets approved by the State. Mr. Brown mentioned that ^{one} ~~two~~ of the streets involved in patching should be ~~Cynthia Circle and~~ ~~Lovering Street~~. Mrs. Rozanski asked about Center Street, and Mr. Higgins said he would be working on it. Mr. Brown mentioned that residents on Musquit Road want their street swept and the Board agreed it should be done. Mr. Brown brought up the area from Winthrop Street to Maple Street. He felt there was a dangerous curve there and asked that arrows indicating the turn be placed there, as well as reducing the speed limit from 30 to 25 mph. Mrs. Allen will write a letter to the Police Department relaying the Board's recommendation that this be done. Mr. Brown noted that the yellow lines near the Little Store are in place now. *

- Mr. Dziczek asked Mr. Speroni about a structure going up on Milford Street that he felt was too close to the road. Mr. Speroni assured him that it was being built on the same footprint of the original structure and the same square footage. With regard to any safety violations he might observe, Mr. Speroni told the Board he would report them to the Department of Public Safety. Mr. Dziczek asked if any report had been received from the Assessors on building permit violations. Mrs. Allen told him they have not completed their re-val yet. Mr. Speroni asked the Board to be aware of the amount of new houses and sub-divisions coming to Medway. It was not inconceivable that 300-500 new houses would be built in the next 3 years. Mr. Speroni commented his interest in seeing the non-criminal disposition ruling put into effect.
- Mrs. Rozanski made a motion to appoint Philip Parchesky Hazardous Waste Coordinator; Mr. Dziczek seconded; all aye. It was noted that only \$845 was needed of the town's funds for the paint project of Monica Parchesky.
- Mrs. Rozanski made a motion to appoint the following as Probationary Dispatchers: James Mill, Jennifer Mitchell, William Leary, Jason Brennan and William Kingsbury; Mr. Dziczek seconded; all aye.
- Mrs. Allen said she would respond to Mr. Francis' letter about the new proposed housing on Village Street.
- The Board noted the letter from Rizzo Associates asking to conduct a groundwater investigation at Village and Barber Streets. Mrs. Allen said he was on the agenda for next week.
- Mrs. Rozanski made a motion to appoint John Collett to the Finance Committee through 1996; Mr. Dziczek seconded; all aye. Mrs. Rozanski made a motion to appoint David Estrella to the Finance Committee for the unexpired term through 1995; Mr. Dziczek seconded; all aye.
- Mrs. Rozanski made a motion to appoint Christopher McNeillie to the Conservation Commission through 1996; Mr. Dziczek seconded; all aye.

- Mrs. Allen noted nothing had been heard yet from the Attorney General on the five-member Zoning Board approved at Town Meeting.
 - Mr. Dziczek made a motion to accept the Clerk's minutes of the Selectmen's meeting of July 15th; Mr. Brown seconded; all aye.
 - The resignation of Jeffrey Nutting from the School Committee was noted.
 - Mr. Dziczek asked that a letter received from the Town of Dover on the feasibility of join regional support services for computing be given to the Computer Committee.
 - Mrs. Allen noted that no response had been received from the Planning Board on the Community Action Statement.
- 8:25 - Mr. Brown made a motion to adjourn to executive session not to return to public session for the purpose of discussion on police negotiations; Mr. Dziczek seconded; all aye.

Respectfully submitted.



Mary Jean Fredette
Secretary

mj

* correction made & approved at selectmen's meeting of August 23, 1993.

TOWN of MEDWAY
Selectmen's Meeting July 15, 1993
Medway High School Band Room

Chairman Richard Brown opened the meeting at 9:00 PM.
Present: Joe Dziczek and Raphaela Rozanski

Also present: School Committee; Doug Downing, Maureen Meyer, Steve Barrasso, Dawn Boyan, Rich Kenney, Jeff Nutting; and Superintendent Dr. Bettencourt

Representatives Gardner and Ranieri were invited but unable to attend.

The School Committee presented their unanimous vote to offer Early Retirement Incentive to a maximum of five eligible staff members by adding five years to their chronological age.

Discussion ensued with a number of questions.

Selectman Rozanski asked how many teachers were eligible. Response was potentially 80, but five of the applicants would be selected in order of seniority. She stated she believed that the program could benefit only a few and would be paid for by many.

The costs of ERIP will be paid on a 50% basis by the state and may be amortized over a 15 year period. The School Department will receive a bill from Mass Teachers Retirement Board for its share. The amount will show up as a line item in the School Department's budget. The Town of Medway will continue to pick up a percentage of the cost of health insurance. Health insurance costs also remain elusive. The hope is new employees, as well as retirees, will opt for managed care and at present managed care is a little less expensive.

Costs/savings continue to be elusive and depend on actual cases. Mr Barrasso maintained that setting the maximum number of persons allowed to accept the program at five would adequately limit the town's liability. Replacement will be under the strictest management by combining administrative duties and when possible using part time staff members instead of full time. In addition, the state has to also accept Medway's ERIP.

Any teacher accepting ERIP must make his/her intentions known as quickly as possible and must retire by August 31.

Leonard Hill, who would be eligible, explained that his present pension benefit will be paid entirely by the state. Only 50% of the difference allowed by adding five years to his age would be funded by Medway property taxes.

p.2

SELECTMEN'S MEETING

July 15, 1993

Selectman Dziczek requested assurances that the School Committee would live within their budget even if ERIP ends up costing money instead of saving it.

Dawn Boyan stressed the efforts of the School Committee to do the best for the entire town.

Steve Barasso insisted the School Committee would make every effort to make up the costs and in fact produce savings that would be used to benefit education in our town.

Selectman Dziczek made the motion to accept the Early Retirement Incentive for teachers as provided by The Education Reform Act of 1993 (Chapter 71 Of the Acts of 1993) with the following ERIP Limits:

Maximum Number of Participants : Five (5)
Benefit: Five (5) years added to age

as voted unanimously by the Medway School Committee at their earlier meeting.

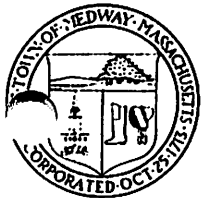
Selectman Rozanski seconded. Dziczek; aye. Rozanski; aye. Brown; aye.

Dziczek motioned to adjourn. All; aye.

Adjournment at 9:55 PM

Respectfully submitted,


Raphaela Rozanski, Clerk



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

July 15, 1993

To Whom It May Concern:

This letter will certify that during its meeting on July 15, 1993, the Medway Board of Selectmen took the following action:

VOTED: That the Medway Board of Selectmen accept the Early Retirement Incentive for teachers as provided by The Education Reform Act of 1993 (Chapter 71 of the Acts of 1993) with the following E.R.I. Program Limits:
Maximum Number of Participants: 5
Benefit: 5 years added to age.

(Unanimous)

Respectfully submitted,

Richard Brown
Chairman
Board of Selectmen

RB:cv

Norfolk St.
Subscribed & sworn to me this 16th
day of July 1993
Maryanne White
Notary Public
Comm exp July 31, 1998

cc: B of S
7/19/93



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

AGENDA

JULY 12, 1993

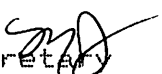
- 7:00 p.m.- Open meeting, approve minutes of 6-1, 6-7, 6-14, 6-21, 6-28; sign warrants.
- 7:05 - Treasurer/Collector Marjorie Sanford and Town Accountant Robert Brothers.
- 7:15 - Bid openings -
Highway materials.
- 7:30 - Evans Arnold -
re: Pylon sign-Medway Shopping Plaza.
- 7:45 - Ken Jaeger - Rizzo Associates.
re: DEP project - monitors on corner of Village/
Barber Sts. and Sanford/John Sts.
- 8:00 - Public Hearing -
re: Community Action Statement
(adjourn to Sanford Hall if necessary)
- - old business.
- - new business.

Present: Richard Brown, Joseph Dziczek, Raphaela Rozanski,
Administrative Assistant Ruth Allen.

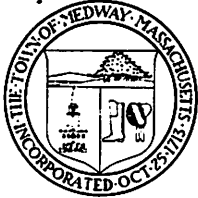
7:05 p.m.--Mr. Brown called the meeting to order in Room 111 of the
Medway Middle/High School.

- Mrs. Allen mentioned that Bob Berry's quote for insurance had come in at \$68,633, and MIIA's quote was at \$65,194. Mr. Berry had suggested just staying with MIIA for workmen's comp but by getting the whole package, the Town is being saved \$70,000.
- The Board noted Board of Assessors Chairman June Murray's letter on \$22 million in new growth.
- The Board noted Norfolk County Retirement's new assessment.
- Mrs. Allen told the Board the Police negotiation team would be able to meet with them on Tuesday, June 29th. Mr. Dziczek said he would not be able to attend.
- Mr. Dziczek heard that the FinCom was going to dismiss the school article on early retirement.
- Mr. Brown signed the self-funding program for Pilgrim. Mrs. Allen mentioned that 20 have already transferred from Blue Cross to Pilgrim.
- Mrs. Allen brought up the grant writer that is working with the Town, and mentioned that when the application is complete, we will know if we are available for any funding. \$700 being billed separately will come out of the consultant's budget, and the \$2,000 for the Alder Street project will come back from the grant. When asked about a bidding process, Mrs. Allen mentioned that it being under \$4,000 does not require going out to bid. Mr. Dziczek questioned why no one else was asked, such as Margaret Matthews. Mrs. Rozanski said this individual came from OEDP's UMASS. Mr. Brown thought there was no problem with advertising, but Mrs. Allen said the action statement has to be in by August 1st.
- The Board noted the resignation of Allan Osborne from the Zoning Board and the Council on Aging, and Jim Gallagher from the Council on Aging.
- It was noted that Steve Reding has expressed an interest to be on the Zoning Board.
- Mrs. Rozanski said she was ready to nominate Jan Morris to the Zoning Board. The Board had no objection and Mr. Dziczek seconded her motion; all aye.

7:23 - The meeting was adjourned to the Special Town Meeting in the auditorium.

Respectfully submitted, 
Mary Jean Fredette, Secretary

mj



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

AGENDA

JUNE 21, 1993

- 7:00 p.m. - Open meeting, sign warrants.
- 7:01 - Robert Brothers, Town Accountant.
re: relevant accounting information.
- 7:05 - Public Hearings:
Boston Edison-Main/Summer/Village.
New England Telephone-Center Street.
Boston Edison & New England Telephone-Kelley St.
→ - Monica Parcker re: paint day
- 7:10 - Kathy Rehl & Matt Zedik.
re: Recycling - curbside site and RFP.
- 7:45 - Chief Lambirth.
re: K-9 vehicle.
- 8:00 - Water/Sewer Commission.
re: employee problem.
- 8:15 - Robert Saleski.
re: E.R.I.
- - old business.
- - new business.

Present: Richard Brown, Joseph Dziczek, Raphaela Rozanski,
Administrative Assistant Ruth Allen.

The Board spoke with Highway Superintendent Diarmuid Higgins prior to the start of the meeting about the patching and paving of roads. Mr. Brown wanted to make sure part of Holliston and Oakland Streets were added to the list, and then said he would meet Mr. Higgins on Friday, June 25th at 7 a.m. at the Highway Garage to spend the day going over the road repairs.

7:05 p.m.-Mr. Brown called the meeting to order in the Selectmen's meeting Room 2 of Town Hall. The warrants were signed.

- Mrs. Rozanski read the notices that appeared in the Milford Daily News for the following public hearings.
- For New England Telephone & Boston Edison for a pole on Center Street. Mrs. Rozanski made a motion that the petition be granted; Mr. Dziczek seconded; all aye.
- For Boston Edison for conduit on Summer and Main Streets. It will be completed before the paving begins. Mrs. Rozanski made a motion that the petition be granted; Mr. Dziczek seconded; all aye.
- For New England Telephone for conduit on Alder Street. It will be completed before the construction is completed, and all necessary easements received. Mrs. Rozanski made a motion that the petition be granted; Mr. Dziczek seconded; all aye.
- For New England Telephone and Boston Edison for a pole on Kelley Street. Owners of the property at 21 Kelley Street wanted to be reassured that the vegetation would not be disturbed. Mrs. Rozanski made a motion that the petition be granted; Mr. Dziczek seconded; all aye.

7:20 - Town Accountant Bob Brothers came before the Board to ask for some direction on comments that the Finance Committee had made to him. He noted that they kept referring to previous correspondence wherein they have made requests of him, which he had not seen, and felt this situation made him look bad. He felt he had always been accommodating, and could not understand why the correspondence seemed to be so sarcastic. Mr. Brown and Mrs. Rozanski both felt Mr. Brothers was cooperative, and is available during the day as a Town employee to answer any questions anyone would have. Mr. Brothers had also been requested to attend Finance Committee meetings, but he felt the Board and Mrs. Allen could answer the questions they were posing just as well. Mr. Brown commented about the lack of communication of the Finance Committee by addressing a letter to the Board in the newspaper instead of to the Board directly; their lack of presence at the Board's meetings; and the lack of copies of FinCom meeting minutes for the Board. With reference to the latest communication from the FinCom on available funds, Mr. Brothers proceeded to answer the questions for the Board. Mr. Dziczek told Mr. Brothers about the FinCom's upcoming

meeting on June 23rd. When Mr. Brothers questioned the need for his being there, Mrs. Rozanski mentioned that his presence there might be of assistance to the different departments, not necessarily to the FinCom. Mr. Brothers said he would do his best to be there.

- 7:40 - Conservation Commission chairman Michelle Fasolino stopped in to question the Board on what constitutes a quorum, as well as a possible conflict of interest for one of her Commission members.
- 7:42 - Matt Zettek, director of the Millis Consortium, and Kathy Rehl, the Board's rep to the Consortium, came before the Board to discuss the RFP for curbside recycling and a site. Mrs. Rehl added it was loosely written to also include marketing, and hoped for implementation in September or October. Mr. Zettek stated some features of the RFP included a 5 year option, instead of 20; setting a tip fee for materials; not asking for a special facility, but maybe using an existing one. Mrs. Rehl added that there is no minimum tonnage on this RFP. She also said that Town Counsel had not reviewed the draft yet, but the Board of Health had seen the RFP. Mr. Brown suggested the Board of Health meet with the Board to discuss this further. Mr. Zettek added he wanted the program for July 1, 1994.

With respect to a town site, Mr. Brown felt it should be a last resort even though Mrs. Rehl thought the Board needs to think about this option. Even though Mrs. Rehl stated they would limit the number of vendors, Mr. Brown felt we should work toward not doing it, as a cement platform for the site alone could cost in excess of \$100,000. When Mrs. Rehl mentioned that Millis has a site which could be option, Mrs. Rozanski asked that she do a cost analysis. Mr. Brown also suggested she talk to towns within 10-12 miles of Medway about this as he really did not see a capital expenditure as an option. Mr. Dziczek further asked that two scenarios be prepared - one for an in-town site and one for out-of-town.

- 8:03 - Monica Parchesky came before the Board to receive permission for a site to conduct a "paint day" as part of her gold award project for Girl Scouts. The intent was to have residents bring their unused paint for disposal on July 17th from 9-1 behind Town Hall. No hazardous waste or lead paint would be allowed. The Town did not have to provide anything except publicity; however, the Town would have to pay \$2,000, or the balance thereof, if everyone did not pay the \$5.00 per car fee. Chairman of the Board of Health, Rob Collum, had approved the plan. Mr. Dziczek made a motion to accept the "paint day" plan as presented; Mrs. Rozanski seconded; all aye.

- 8:10 - Chief David Lambirth came before the Board to request a K-9 vehicle for his patrolman with a trained Police dog recently acquired for the Town at no cost. A 1991 Ford Crown Victoria had been located through the drug task force that the Police could utilize. The Chief stated it would be a limited use vehicle solely for the use of the trainer and the dog, and

asked that it be added to his fleet. The only cost the Chief could envision would be gas, tires, and routine maintenance, and the car would be covered by a rider on the Town insurance. With respect to mutual aid and the use of the officer and the dog, Mrs. Allen said the receiving town would compensate the Officer. The Board had no problem with the use of the vehicle. Mrs. Rozanski suggested some thought be given to insurance on the dog.

8:22 - The Water/Sewer Commissioners came before the Board to discuss an employee problem. Gardner Rice elaborated that if he has to suspend an individual, he wanted some guidelines; i.e. if he hires an individual and one of the requirements is to have a driver's license but it is suspended, how is it handled so there is uniformity if it happens to someone else in the future? What is the precedent? Mr. Brown said it was up to the department head or the board to handle the situation and determine if he could do a lesser job in that department. If the necessity exists that he had to have a license, then the personnel policies go into effect and he would be forced to go on unpaid leave of absence. Supt. Mark Flaherty questioned the interpretation of the regulations, and a discussion ensued on this, with Mr. Flaherty saying if the option existed that he could transfer the employee to another department, he could work with it; if not, he would have to work out other arrangements. Mr. Brown restated if the same situation occurs again, it will be handled exactly the same way and the personnel policies will be followed. Mrs. Rozanski concurred with that being under Section 23, #3, B. Mr. Dziczek just asked that they act in the best interest of the Town.

8:35 - Sgt. Robert Saleski came before the Board to discuss two matters. One being the plans on enhanced 9-1-1. He stated that part of the plan was to make sure all structures correlated to a phone number with a master street address guide; that set rules and regulations for dispatchers be prepared; and that the formation of a municipal contingency plan involving a mutual aid agreement with neighboring towns be established. Sgt. Saleski was hoping for implementation by the Spring of 1994.

The second matter was the early retirement incentive issue which Mrs. Rozanski hoped to have further information on. She stated she had tried to get the '92 W-2 forms on the 6 potential employees, but they were locked up at the Police Station; however, the Town does send a monthly report to Norfolk County of the dollars, and they could verify the salaries of the individuals if approved. Sgt. Saleski said that the Town does not contribute a dime until someone retires, and further discussed liability with the Board. Mrs. Rozanski still felt the incentive was not feasible for the Town, and added that no Town is offering early retirement in Norfolk County. Sgt. Saleski, however, asked the Board to consider a "yes" vote so the Board would be given the opportunity to study the issue further.

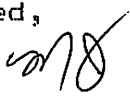
9:20 - While Chief Lambirth was still present, Mr. Brown asked how

is the number of police for details determined? The Chief said traffic flow and the safety of motorists and equipment operators are taken into consideration. Mr. Brown felt some of the non-main streets could do without details for paving situations, and felt the Board should get more stringent on when it is needed, and not when it is just routine.

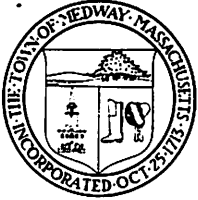
- Mr. Higgins mentioned he was having a Highway Workshop on June 24th, and the Board was welcome to come.
- Mr. Dziczek reminded Mr. Higgins about the mulch pile at the recycling center.
- Mr. Brown gave Mr. Higgins a sample sheet he could use to help determine the conditions of the streets in town.
- 9:30 - Mrs. Allen asked about the appointments remaining of Town Counsel and the Animal Control Officer. They are still under consideration, as Mrs. Rozanski has not been able to meet with Mr. Cassidy yet to make up a job description.
- Mr. Brown resubmitted the Selectmen's liaison list for the Board to consider. Mrs. Rozanski said she would be the Norfolk County liaison. Mr. Dziczek made a motion that she be appointed; Mr. Brown seconded; all aye.
- Mr. Dziczek updated the Board on the progress of preparing the non-criminal disposition information, saying he had met with the Fire Chief, Police Chief, Town Counsel, Town Clerk, Mrs. Allen, and received their concerns. None of the above seemed to be against this by-law passing, and some of the FinCom members seemed to also be in favor. He felt they would be ready for the Special Town Meeting, and will have a draft of the fine schedule available at that time. He hoped this would be a catalyst to get other boards to be included on the fine schedule and get included at Town Meeting action.
- It was noted:
 - Greg Coras appealed the Zoning Board's decision for 3 lots for variances on Kings Lane.
 - Attorney Maciolek's letter concerning the withdrawal of the Rosenfeld appeal on the Cedar Trails subdivision.
 - Bruce Hamblin's letter asking for consideration on the Zoning Board.
 - Insurance Cost Control's name has been changed to Group Benefits Strategies, Inc. It is noted that Kevin Walsh will be establishing the trust fund. Mr. Brown asked about self-funding for Pilgrim, and he was assured it was being done. He asked that the Town Accountant and the Treasurer know that employee's and the Town's portion would go in this trust fund.
 - Mrs. McLaughlin's letter regarding the Nathaniel Cutler subdivision.
 - Dean Street and Crestview Avenue problem with catch basin. It was felt this was a Planning Board problem, but Planning Board agent Mike Ferrault thought some of the problem was due to the snow plowing. Mr. Brown will follow this.

- David Estrella's request to be appointed to the Finance Committee.
 - Mrs. Allen asked about a teacher who is going on an unpaid leave of absence. She asked if he retires next year, could he still have his insurance with the Town; Mrs. Allen thought he could. Mr. Dziczek suggested a second opinion.
 - Mention was made of a letter from a bank that indicated erroneously that someone was behind on their taxes and liens were put on the property. This is being handled by the Treasurer, but the Board was to asked to be made aware of it.
- Mr. Dziczek mentioned Mrs. Ferguson of 8 Guernsey Street's complaint about an ill raccoon. She had called the police, and they had asked her to call Jim Cassidy. There was no response from him, and the next morning it was dead. He asked that Mrs. Allen speak to Mr. Cassidy, get the story, and respond to Mrs. Ferguson, as he felt that were was not responsible action taken. Mrs. Rozanski asked if the Board of Health should be involved in some type of procedure when rabies might be involved, i.e. what if Mr. Cassidy is not reached or does not respond? Mr. Dziczek wondered if the Animal Control Officer should come under the jurisdiction of the Board of Health? Chief Lambirth reminded the Board Mr. Cassidy is not available 24 hours a day. Mr. Dziczek felt some thought should be given to a possible back-up, maybe with another town.
- 10:05- Mrs. Rozanski made a motion to adjourn to executive session to discuss police contract negotiations, not to return to public session; Mr. Dziczek seconded; all aye.

Respectfully submitted,


Mary Jean Fredette, Secretary

mj



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

AGENDA

JUNE 14, 1993

- 7:00 p.m. - Open meeting, sign warrants, ~~approve minutes of 6/1/93 and 6/7/93.~~
- 7:05 - EMS Coordinator Donald Grimes
re: ambulance abatements.
- 7:15 - Animal Control Officer James Cassidy
re: dog complaints, procedures and his acquiring a car phone.
- 7:30 - Mark Flaherty
re: update on Alder Street water project; ~~also discussion regarding Water/Sewer employee so it is handled uniformly.~~
- 7:45 - Robert Saleski
re: citizens petition on E.R.I.
- 8:00 - Planning Board Chairman James Brodeur
re: redesign of Winthrop/Maple Streets intersection and Nathaniel Cutler Place subdivision drainage down Temple Street.
- - old business.
- - new business.

Present: Richard Brown, Joseph Dziczek, Raphaela Rozanski,
Administrative Assistant Ruth Allen.

7:00 p.m. - Mr. Brown called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall.

7:01 - Officer Grimes came before the Board to discuss current ambulance abatements for the period of 4/30/90 - 1/16/93. He stated that reasonable cause had been determined for the abatements between himself and Mrs. Allen. Officer Grimes will check on the cost involved in recovering possible collectable funds rather than having them abated. Mrs. Rozanski suggested that a written procedure be made up for the abatement process, and then made a motion to accept the recommended abatements from Officer Grimes for \$7,642.25; Mr. Dziczek seconded; all aye. The Board signed the abatement form.

Officer Grimes also suggested to the Board that rates be raised. Mr. Brown suggested Officer Grimes document the information so the Board can review the choices, and include cost of vehicles, maintenance, utilities, etc. in his figures.

- The warrants were signed.

7:20 - Jim Cassidy, Animal Control Officer, came before the Board as requested. The Board expressed concern for a proper, written procedure for dog complaints, as well as making sure follow-ups are done. Mrs. Rozanski also wanted a job description for the part-time employee position, and suggested he go through his daily log to help set up his procedure, such as "name of complainant, the complaint, telephone number, and his action". She stated she would assist him with the job description, but he could start by detailing a list of his duties and what appears on his log. Mr. Cassidy explained his wife answers the phone during the day and takes messages; if an emergency, she or the Police can beep him. Mr. Dziczek mentioned the non-criminal disposition law could be of help to him if implemented. Mrs. Rozanski clarified the object of the law is for compliance, not collection. The Board said they would be looking for a quarterly report in the future, including information on the number of tickets issued, and follow-ups. Mr. Cassidy said he would contact area towns for their descriptions of the position. The Board asked that a car phone not be considered at this time, at least not until a cost analysis is done.

7:40 - Mark Flaherty, Supt. of the Water Department came before the Board to give an update on the Alder Street water project. He asked that: 1) the Town send a letter to Norfolk County Engineers asking if they would redesign the road; 2) to find out if changing the proposed 35' to 40' would be a problem. He stated that: 1) the Town will do the drainage work; 2) the contracts are for 660' of 8" pipe and reconstruction and for 12" pipe; 3) there should be water services there for the house lots so the road does not have to be opened up again; 4) the contract should be out by the end of the month and

then out to bid; 5) the Department of Labor will be asked to look at the method of operation and check the elevation and slope; 6) they are hoping for completion by the end of August. He just asked for a notice to the engineer of what the Town plans to do.

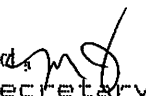
8:10 - Sgt. Bob Saleski came before the Board, not representing a specific group, but had been asked to look into the early retirement incentive issue and see what specifics he could find. He had done much research and expressed the merits behind the system, especially since he felt that sooner or later, the Town will have to address the pension issue, which is determined by age, the number of years of service, and current salary. He stated the list of eligible employees contained the names of 19 people - 2 have since retired. Out of the 17, 2 he couldn't reach; 7 said they would not retire; and 4 expressed a positive interest. Mrs. Rozanski said the Board could not discriminate and contact the people ahead of time, but others, such as Sgt. Saleski could. She stated that, in her research, she had to figure the cost as if all 17 would participate in the program. She took the total liability and came up with a figure of \$1 million. The synopsis of replacing and not replacing individuals was discussed, as well as the 5 years involved which could be applied to the age or the years of service, or split between the two. Mrs. Rozanski said the \$1 million would be lower if the years were 2 instead of 5, for example. In summation, Sgt. Saleski said he brought this to the Board so they could at least review the facts and consider the incentive before the July 15th deadline. With the information he provided, Mrs. Rozanski said she will consult with Treasurer Marge Sanford, and verify the figures with him next week.

9:05 - Planning Board chairman Jim Brodeur came before the Board to discuss sending the drainage down Temple Street for the Nathaniel Cutler subdivision. He indicated that Mr. Bruce lost the court case to send the water to Chicken Brook, so now wants to send it down Temple Street draining to Main Street, not necessarily at Gallagher's. He felt the retention basin should take care of the situation and would not increase the runoff to near Cottage Street. When Mrs. Allen asked "what if it doesn't work?", Mr. Brodeur said they would have to go after the registered engineer who designed the plan and did the calculations. Mrs. Allen indicated that the developer had said, back in 1989, that he might have to help out with the pipes around Cottage Street. Mr. Brodeur stated he and the engineer didn't feel there would be any increase of all four of the pipes from the detention system into the existing 12" pipe at Temple Street. He mentioned Mike Ferrault will be doing a video report of the drainage system. Mrs. Allen said Mr. Bruce had stated at the first public hearing that he guaranteed the water was going to Chicken Brook; this now is a major change in the drainage system; and shouldn't there have been a public hearing?

On another matter, Mr. Brodeur was talking about the redesigning of the intersection of Winthrop and Maple Streets. He felt if the Board wants to do something about

it, they should ask Norfolk County, but he was requesting the Board to decide soon what they want. He stated Mr. Bruce had designed two sidewalks in his plans, and Mr. Brown specifically wanted a sidewalk on Maple Street from Grove to Delmar Streets. Mr. Brodeur thought if something goes wrong while the Town has the bond, they could always use that bond money to correct a situation. Again, he was not positive because it might be a civil matter.

- 9:50 - Mrs. Allen asked the Board to sign the liquor license for Medway Restaurant which the ABCC had approved.
- Mrs. Allen gave the Board the Treasurer's bond for \$150,000 to sign as well as the Collector's bond for \$150,000 to sign. The Town Clerk was on hand with her seal for verification.
 - The Board signed the document for the sewer bond and the Town Clerk was on hand for her certification.
 - The Board noted the resignation of Jack Petropoulos and Michelle Fasolino from the Conservation Commission, as well as the Conservation Commission Secretary.
 - Mrs. Allen said the American Legion was looking for a one-day beer license for June 20th. Mrs. Rozanski made a motion that it be granted; Mr. Dziczek seconded; all aye.
 - Mrs. Allen gave the Board the common victualler license for Szechaun Garden to sign. Mrs. Rozanski made a motion that it be approved; Mr. Dziczek seconded; all aye.
 - It was noted that the Board of Health had closed down the Golden Jade Restaurant the previous evening.
 - Mr. Brown reminded Mr. Higgins that he wanted the documentation of the sidewalk situation with Molinari; Mr. Higgins indicated it was almost done.
 - Mr. Dziczek brought up the non-criminal disposition law, saying that the committee was going over the present laws that were on the books, and indicated they may suggest going with the present statutes, adding others with updates in the future. Mrs. Rozanski recommended including the fines, and Mr. Dziczek said he would contact the Zoning Board, Police Chief, Town Clerk, etc. and also write a brief note to all concerned.
 - Mr. Dziczek gave the Board and Mrs. Allen some information he had on Grants.
 - The Board noted some information on the early retirement issue that had been faxed to the Town Hall.
- 10:05- Mrs. Rozanski made a motion to adjourn; Mr. Dziczek seconded all aye.

Respectfully submitted, 
Mary Jean Fredette, Secretary

mj

NOTE NO. OR NOS. S-1MEDWAY**CERTIFICATE OF**

Only one Certificate should be used to cover all notes issued on the same date for the same loan, as appearing in the Clerk's records, showing how the vote was passed, and, on the 1st day of _____, 19____. The completed certificate is to be signed by the Clerk and given to the Treasurer, who may be the Treasurer of Corporations and Taxation, Boston. (Chapter 44, Sections 23-27, General Laws.)

Copy of Town Treasurer's RecordTown of MEDWAY

1. Date of Town Meeting Authorizing Loan _____
2. Purpose of Loan SEWER RENEWAL, SEWER GRANT
3. Total Amount of Loan Authorized, \$ _____
4. Amount of Previous Issues of this Loan, \$ 62,091
5. Amount of this Issue \$ 62,091. Date of Issue 6/17/93
6. Balance of this Loan Un-issued, \$ 0
7. Payable to ZAP & CO. or order
8. Payable at the Fleet Bank
9. Date this Issue is Due December 14, 1993
10. Rate of Interest 2.5% How Payable At Maturity
(ANNUALLY, SEMI-ANNUALLY, DISCOUNTED, OR AT MATURITY)
11. Signed by Maryanne J. White Town Treasurer.

Countersigned and Approved by:

Richard A. Brown
Raphael P. Davis
Joseph D. Ziegler

Selectmen
and
a
majority
thereof

In the presence of

Maryanne White

Town Clerk.

of Massachusetts

TOWN CLERK

ne purpose. The Town Clerk will furnish below an exact copy of the vote authorizing the
back of this sheet, a copy of the article in the warrant upon which the vote was based.
ust transmit the same, with the note or notes, to the Director of Accounts, Department

COPY OF VOTE AUTHORIZING LOAN

Chapter 44, Section 6A M. G. L.

I CERTIFY that this is a true copy of the Town Treasurer's record of the issue of note (s) no. (s) 5-1,
and a true copy of a vote passed at a meeting of the inhabitants of the Town of _____,
duly warned as required by law, which authorized borrowing money as aforesaid, as appears on the records of the
town; that said vote is in full force and effect and has not been repealed or modified in any way by subsequent
vote of said town; and that the person whose signature appears on said note as that of the treasurer of the Town
of Medway was the duly authorized treasurer of said town at the date when said
signature was made; and that the persons whose signatures appear upon said note as those of a majority of the
selectmen were duly qualified selectmen of said town when such signatures were made. I also certify that the copy
of the article in the warrant, as given on the back of this sheet, is a true copy of the same; and that said warrant
was duly served as required by General Law and by by-law or vote of the town, as certified to by the constable's
return on the warrant.

Date June 14, 1993

Maryanne White
Town Clerk.

1.02
m/minutes
of 6/14/93

MEDWAY POLICE AMBULANCE
EMERGENCY MEDICAL SERVICES

REQUESTED ABATEMENTS 4-3-90 THRU 1-16-93


DATE	BILL #	AMOUNT
04-03-90	4036	\$ 183.50
04-25-90	4053	\$ 29.95
06-14-90	4094	\$ 163.50
07-17-90	4123	\$ 34.33
07-30-90	4137	\$ 37.65
08-04-90	4148	\$ 163.50
08-22-90	4168	\$ 163.50
09-14-90	4185	\$ 163.50
09-22-90	4193	\$ 163.50
09-30-90	4204	\$ 163.50
09-30-90	4202	\$ 183.50
10-18-90	4219	\$ 222.00
10-26-90	4230	\$ 163.50
10-27-90	4232	\$ 183.50
11-08-90	4240	\$ 163.50
11-12-90	4248	\$ 163.50
12-27-90	4310	\$ 202.00
01-01-91	4320	\$ 202.00
01-06-91	4328	\$ 31.00
01-17-91	4340	\$ 163.50
01-20-91	4343	\$ 42.60
02-12-91	4381	\$ 34.44
02-17-91	4387	\$ 174.50
04-22-91	4431	\$ 38.70
05-04-91	4440	\$ 42.14
05-14-91	4458	\$ 44.40
05-16-91	4460	\$ 183.50
05-26-91	4483	\$ 34.44
06-04-91	4494	\$ 183.50
06-16-91	4505	\$ 183.50
06-17-91	4506	\$ 163.50
06-20-91	4508	\$ 163.50
06-25-91	4512	\$ 185.50
06-27-91	4520	\$ 38.70
07-07-91	4534	\$ 183.50
07-15-91	4542	\$ 183.50
10-04-91	4631	\$ 81.90
10-23-91	4652	\$ 31.00
10-31-91	4669	\$ 163.50
01-22-92	4757	\$ 183.50
01-29-92	4768	\$ 37.10
02-20-92	4797	\$ 36.70
02-29-92	4810	\$ 32.70

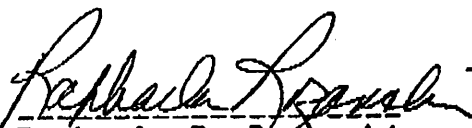
DATE	BILL #	AMOUNT
03-29-92	4853	\$ 163.50
04-08-92	4868	\$ 40.10
04-22-92	4887	\$ 163.50
04-23-92	4889	\$ 163.50
05-16-92	4917	\$ 163.50
05-28-92	4933	\$ 183.50
05-31-92	4936	\$ 35.70
09-03-92	5036	\$ 183.50
09-24-92	5059	\$ 36.70
11-04-92	5112	\$ 202.00
11-27-92	5137	\$ 183.50
12-11-92	5153	\$ 183.50
12-15-92	5163	\$ 183.50
01-08-93	5189	\$ 202.00
01-09-93	5191	\$ 163.50

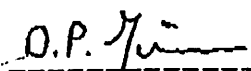
TOTAL: \$ 7,642.25

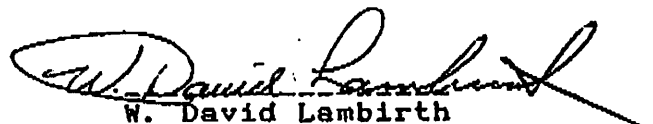
BOARD OF SELECTMEN


Richard A. Brown


Joseph J. Deicke

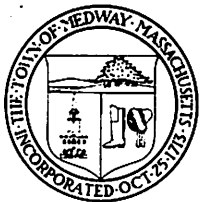

Raphaela P. Rozanski


Donald P. Grimes
Coordinator of
Emergency Medical Services


W. David Lambirth
Chief of Police

6-14-93

VOTED



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

AGENDA

June 7, 1993

- 7:00 p.m. - Open meeting, sign warrants, approve minutes of May 24, 1993.
- 7:05 - Tom Pavlik
re: reconstruction of Center Street.
- 7:15 - Jane Lanzoni and Joanne Jacobs
re: non-criminal disposition article.
- 7:20 - Kathy Rehl
re: recycling and Board of Health articles.
- 7:30 - ~~Evans Arnold~~
~~re: sign permit for Medway Plaza.~~ *Cancelled*
- 7:40 - Marjorie Sanford, Treasurer/Collector
re: update Board on T/C office.
- 7:45 - Kevin Walsh of Insurance Cost Control
re: report on health insurance.
- - old business.
- - new business.

Present: Richard Brown, Joseph Dziczek, Raphaela Rozanski,
Administrative Assistant Ruth Allen.

7:00 p.m.-Mr. Brown called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. The warrants were signed. Mrs. Rozanski made a motion to accept the minutes of May 24th; Mr. Dziczek seconded; all aye.

7:05 - Tom Pavlick did not show for his appointed time with the Board.

- The Board talked about the upcoming Special Town Meeting on June 28th, and discussed the school committee article that was submitted after the warrant had closed. Mrs. Rozanski mentioned to School Committee members Doug Downing and Maureen Meyer who were present that they should have a cost analysis done. It was noted that article 17 as submitted by the committee is with Mass. Teachers Retirement, and article 18 by the Board is with Norfolk County Retirement.

Mr. Downing stated that teachers would have a 5 year window, either added to the age or service, and it was a 15 year package with the State paying 50%. Mrs. Rozanski noted it would have to be offered to everyone, but the limit could be set. Mrs. Meyer stated that the Committee did not know until June 3rd that this would be offered, therefore, they were not able to ask that it be placed on the warrant before the deadline of June 1st. Discussion of cost prompted Mr. Downing to say that Business Manager Chuck Gallo would be the one to come up with the figures. Mr. Brown asked that Mr. Gallo contact Mrs. Allen to ascertain what other costs should be calculated, including health insurance which is not in the school budget but has to be figured into the overall town budget. Mrs. Rozanski still felt that the article should not be on the warrant. Discussion was halted to go on with the agenda.

7:20 - Jane Lanzoni and Joanne Jacobs came before the Board to discuss the non-criminal disposition article. Mrs. Jacobs stated that since there was not a quorum on the second day of the Annual Town Meeting, they wanted to place the article on the warrant again. She stated they would like to incorporate a fee schedule into the present by-law, noting that fees can be changed at Town Meeting. The FinCom, however, did not go along with the recommendation of the article because they did not have that fee schedule. Mr. Brown felt that the Town Clerk should be able to help coordinate the project. The rest of the Board agreed. Mr. Dziczek felt that the Police could be involved with its enforcement as well as the department issuing the citation, but Mr. Brown said the Board would have to have a hearing after the department issues the violation/ticket. He said what needs to be looked at are the Traffic Rules and Regulations, the Zoning By-laws and the General By-laws. Mr. Dziczek volunteered to help Mrs. Jacobs and Mrs. Lanzoni with the project. Mr. Dziczek asked that one of them call him, and also for Mrs. Allen to let the Town Clerk know they needed her assistance. Mr. Brown did not feel it was necessary to have a fee schedule, but again

Mr. Dziczek insisted the FinCom wants one. Mrs. Rozanski felt if they want one so much, then they would be willing to help pull it together. Mrs. Allen added that the Board of Health wants to add fines as well. Mr. Brown suggested the group list what fines they have, and what they feel should be added.

- 7:37 - Kathy Rehl came before the Board to state that they had received a grant for the use of a tub grinder jointly by 19 other towns. She stated that Roger Stulty, DPW Director of Needham has suggested that they hire one subcontractor to do all the towns, but they are trying to also see if it is better to go out and hire someone with his own tub grinder. She felt they would have it for two weeks out of the year. Mrs. Rehl also stated that after the RFP comes, they may want to negotiate so the marketing of materials could be included.

Mrs. Rehl then discussed the article concerning the staffing of the recycling center. She stated they wanted to have it staffed on Saturdays and Sundays from 9-2 and Wednesday evenings from 4-7 until September when they hoped to go curbside.

Mrs. Rehl also mentioned the mulch pile is not hazardous as it sits there. (That will be added to the Selectmen's follow up list.) Concerning recycling bins, Mrs. Rehl is hopeful that different organizations will purchase them on behalf of the Town.

- 7:45 - The Board noted Evans Arnold had called to cancel his appointment with the Board because of being hospitalized.
- Treasurer/Collector Marjorie Sanford came before the Board to update them since her election. She mentioned that she would like to update the Board once a month, and the second Monday of each month was tentatively set up. She has tried to prioritize the work in the office since she came on board, and hired 5 temporary people to reconcile 24 months of bank statements, with the hope of having most done by the end of June. After that, cash and receivable balances will have to be addressed, and then preparation for the '92 audit. Mr. Brown said that was all set for Michael Cicoria to come in and do when ready. Mrs. Sanford noted that other projects need to be done as time allows.

Mrs. Sanford noted that the DOR is saying they they will be levying our bank account for about \$200,000. Then she is hearing they want \$42,000 by June 27th. She will probably have to borrow in July. She also mentioned state aid anticipation on the sewer loan of \$80,000 with a balance of \$62,000. She signed the loan so it can at least roll over for six months. Mrs. Rozanski made a motion to accept the recommendation of the Treasurer/Collector to roll over \$62,091 in state aid anticipation loan; Mr. Dziczek seconded; all aye. The Board signed the document.

Mr. Rozanski suggested when Mrs. Sanford comes next month before the Board that the Town Accountant join her. (July

12th is the tentative date.) Mr. Brown suggested they look at the receipts at that time with Mr. Brothers.

Mrs. Sanford also said she wrote to the State to ask permission to destroy some papers before 1985.

8:00 - Kevin Walsh of Insurance Cost Control came before the Board to report on health insurance. He passed out a financial statement for them to review (copy attached). Briefly, page 1 shows what was paid on the self-funding arrangement to Blue Cross. It was also noted that Blue Cross just found out that they had only 90 current members on the plan instead of 180 as originally thought (members had not been deleted that had left the plan by the Treasurer's Office). On page 2 is the funding analysis of the plans. Page 3 shows a projected shortfall of \$144,130. Mr. Walsh felt that over \$900,000 should be appropriated. He indicated that a trust fund was supposed to have been established, but was not done. It will be done for July 1st. Mr. Walsh also indicated the increases as expected, which seem to be 46% for Blue Cross, 9% for Pilgrim, and 15% for Medex. Based on this, Mr. Walsh felt people would be leaving Blue Cross, which needs to have 30% membership. Currently, membership is at 42%. If, for some reason, Blue Cross decides cancellation is necessary, we would be notified, but usually 60 days is allowed to make changes. He suggested a "wait and see" attitude. He indicated Mrs. Allen had asked Blue Cross for the claims tape to calculate more accurately. If Blue Cross comes back to negotiate, Mr. Walsh recommended getting quotes from 4-5 different companies. He also recommended appropriating \$1.1 million for FY'94 for insurance. Mr. Brown said the FinCom is going to have to be told that there will be a shortfall of \$144,130 for FY'93, and a shortfall of \$338,103 for FY'94.

Mr. Walsh recommended the Town pursue doing an EPO from Pilgrim since 70% of the employees are on it, and in order to self-fund Medex, would have to be guaranteed 50%. On the health care reform, Mr. Walsh felt not much is expected in the next 12 months. Nonetheless, he said he would be meeting with Mrs. Sanford and Mrs. Allen in the future months.

Mr. Dziczek made a motion to accept Insurance Cost Control's insurance plan for FY'94; Mr. Dziczek seconded; all aye. Mrs. Rozanski, as clerk, signed the document. Mr. Brown indicated that Mrs. Allen will continue to follow up and get information on a monthly basis.

8:45 - Tom Pavlick came before the Board indicating he had gotten the time wrong. He stated he wanted a specific date when Center Street can be built. He said the topsoil has to be scraped and gravel put down. Mr. Higgins said after July 1st. Mr. Pavlick asked for a letter so indicating. Mr. Dziczek noted that Mr. Higgins will be providing the Board a schedule with what will be done each month, and on that, Mr. Pavlick asked to be put at the top of the list. Mr. Higgins said he would look at the street this week with the Town Engineer, and Mr. Pavlick will be advised. (The secretary was asked to include Mr. Pavlick on the Board's follow-up list.)

8:50 - Mr. Downing and Mrs. Meyer returned to the meeting with Supt. Bettencourt to continue the discussion on the article for the Special Town Meeting. Mr. Brown said that the article will be explained as the ability to accept the law and then to turn the decision over to the two boards. Mr. Downing explained that the window for applying is only between July 1-31. Mrs. Rozanski was concerned with what if legislation was still pending when the STM is held. Mr. Downing said he would be there with facts and figures. Again, Mr. Dziczek explained to the School Committee about the ICC shortfall, and the need for priorities. Mr. Brown further explained the Board's "plan of action" and the idea of meeting with the School Department on a quarterly basis. The Board also noted the patching in the school areas that need to be done, that crosswalks keep fading, and that the more expensive thermoplastic would be better. Mr. Dziczek made a motion to put the article dealing with the School Committee's early retirement on the warrant since there were several stoppages along the way if needed; Mrs. Rozanski seconded; all aye.

- Gardner Rice stopped in and spoke privately to Mr. Brown requesting an executive session on June 21st at 8:00 and asking that Town Counsel be present. Mrs. Allen will check on this.
- Mr. Higgins indicated that the men were redoing catch basins and involved in the Main/Summer/Village Street intersection. Mr. Brown asked for a street repaving list, and Mr. Higgins said he would have it ready for their Friday packets. Mr. Brown wants to make sure Chapter 90 monies don't just sit there, and asked Mr. Higgins to include enough footage to take care of corners and into the connecting side streets. He reminded Mr. Higgins that Lovering Street up to Maple Street needs to be done, as well as Oakland Street, and the end of Lovering Street where the new bridge was built near Partridge Street. Mr. Dziczek asked that the corner of Lovers Lane and Cassidy Lane be cleared away for visibility reasons.
- Mrs. Allen said that a decision was reached by the Department of Employment and Training on Mrs. Tighe, and asked that the Board review the document. She said they have 30 to decide if they want to reappeal.
- Mrs. Allen brought up a letter by Mr. and Mrs. DiCristoforo. of 1 Briar Lane. She felt it belonged to the Planning Board. Mr. Brown mentioned looking at the area and did not see a problem.
- The Board noted the DEF indicated an amendment to Triad's order of condition was not accepted because it was not advertised, and a cease on work was placed. Mrs. Rozanski felt that the ConCom should wait for a response from Mr. Bruce on the matter. It was suggested Mr. Brodeur be put on the agenda for June 14th. Mr. Dziczek thought if any of the flow was adding to what is already there on Route 109, everything should be stopped.

- The Board acknowledged the following communications:
 - the Water/Sewer Commission's response on the Glickman situation.
 - a letter from the Brookline Soccer Club congratulating the Medway soccer tournament.
 - Mrs. Allen's submittal of a report on town-owned land.
 - Jan Morris' request to be appointed to the Zoning Board.
 - a letter asking for a 911 plan, which Sgt. Saleski is handling.
- The Board approved appointments (per the attached).

The Board passed on Animal Control Officer and Town Counsel and the Affordable Housing Committee.

The only other comment was from a Mr. Lebert in the audience who said he had spoken to several people who would have preferred a Veterans Agent from Medway, and that he had put in name in for the position last year. Mr. Brown felt he had been doing the job for over 20 years and felt he was doing an excellent job. Mr. Dziczek as well had heard no complaints, and saw no reason to change.

Mr. Brown said Mr. Reynolds had resigned as the Finance Committee rep to the Job Classification Review Board.

Allan Osborne brought up the point that years ago the Street Naming Committee was asked to consider naming streets after deceased veterans, and thought this had been passed at a town meeting. Mrs. Allen had believed it was voted no more proper names would be used, but would check and if she found that at least deceased veterans names could be used, would see that it was enforced.


Mr. Brown suggested a tear-out sheet in the next Finance Committee's annual report for the Annual Town Meeting for anyone interested in applying for positions with the Town as this would be a convenient way of reaching those interested in town government.

Mrs. Rozanski made a motion to approve the appointments of everyone except those that had been passed on; Mr. Dziczek seconded; all aye. The Secretary was asked to mail the letters to the chairmen of the different committees and ask them to distribute to the appointed members.

- Mr. Brown suggested the Board get together to discuss the police contract other than at Selectmen's meetings. It was agreed they would meet on June 15th and June 22nd at 6:30 p.m.
- On the Zoning Board's hearing on June 16th for the comprehensive housing permit, Mr. Dziczek said he would be going; Mr. Brown indicated he might be able to attend.

10:00- The meeting was adjourned.

Respectfully submitted,


Mary Jean Fredette
Secretary

mj

SELECTMEN APPOINTMENTS:

Sworn Public Weighers: Peter Bates, David Consigli, Jeffrey Mushnick, Michael Mushnick, Sam Mushnick.

Street Naming Committee: Richard Malo, Veronica Clark, Charlene Saunders, Constance Sheehy, Maryjane White.

Computer Committee: Robert Brothers, Brett Allen, Mark Flaherty, Marjorie Sanders, Sean Anderson, Michael Borkum, Michelle O'Donnell.

Insurance Committee: Ruth Allen, Richard Flaherty, Francis Gallo, Robert Brothers, Marjorie Sanford, Gerald Tracy, Harold Lynch.

Finance Committee: Anthony Kalicki, Robert Ciavarra, Richard Pfeiffer.

Zoning Board of Appeals: David Harrington.

Council on Aging: James Gallagher, Paula Bisson.

Building Code Board of Appeals: John Mee, William Dickson.

Representative to Millis Consortium: Kathy Rehl.

Cemetery Commissioner: Thomas Beal.

Special Police Officers: Gordon Crosby (VFW); David Dunacan (Photographer); John Clark (Legion Hall); John Rojee, Gerard Copeland, John Dronzek.

Emergency Medical Services Coordinator: Donald Grimes.

Assistant Emergency Medical Services Coordinator: John Misiuk.

Police/Fire Communications Dispatchers: Linda Myers, John Rojee, John Dronzek, Chad MacInnes, Gerard Copeland, Brian Smith, James Mill.

Matrons: Linda Myers, Dorothy Anthony, Veronica Clark, Diane Piacentini.

Traffic Crossing Guards: Dorothy Anthony, Veronica Clark, Diane Piacentini.

Special Traffic Crossing Guards: Nicholas Cipoletta, Charlene Tingley, Cynthia Reding.

Permanent Intermittent Patrolmen: John Rojee, John Dronzek, Mark Tingley, James Mill.

Police Chaplains: Father William MacKenzie, Father Austin Fleming.

Job Classification Review Board: Fred Tingley, Sam Mushnick, Richard Brown.

Memorial Committee: Col. Michael Matondi, Robert Watson, Francis Donovan, Robert Goode, Patricia Misiuk, Allan Osborne, Sr., Joseph Roy, Robert Malmberg, Frederick Souza, Helen Wickstrom.

Advisory Board to Council on Aging: Mary Meldrum, Margaret Nielsen, Edward Reardon, Hazel Caton, John Ryan, Maryjane White, Mary Wrenn.

Local Water Resource Management Official: Gardner Rice.

Town Hall & Library Custodian: Walter Mahoney.

Parking Clerk: Michelle O'Donnell.

Veterans Grave Officer: Allan Osborne, Sr.

Sealer of Weights & Measures: Scott Guyette.

Tree Warden/Moth Agent: Ronald Dolloff.

Fence Viewer: David Lambirth.

Wire Inspector: Robert Belland.

Associate Wire Inspector: Frederick Bodge.

Gas Inspector: Robert Coakley.

Associate Gas Inspector: Robert Heavey.

Building Inspector: Robert Speroni.

Local Building Inspector: Philip Parchesky.

Director of Civil Defense: Wayne Vinton.

Disability Commission: Dionne Levasseur.

Capital Improvement Program Committee: Kelly Adler.

Historical Commission: Mary Ellen Lavenberg, Kathleen Hickey.

Veterans Agent: Anthony Mastroianni.

INSURANCE COST CONTROL
TOWN OF MEDWAY
BC/BS PAID CLAIMS ANALYSIS

June 7, 1993

BC/BS Paid Date	Invoice Due	Claims	Admin.	TOTAL
July 1992	September	\$0.00	\$0.00	\$0.00
August	October	\$0.00	\$0.00	\$0.00
September	November	\$21,752.08	\$2,349.23	\$24,101.31
October	December	\$37,147.75	\$4,011.96	\$41,159.71
November	January	\$90,972.29	\$9,825.01	\$100,797.30
December	February	\$27,077.46	\$2,934.36	\$30,011.82
January, 1993	March	\$15,101.25	\$1,630.93	\$16,732.18
February	April	\$60,656.98	\$6,550.95	\$67,207.93
March	May	\$27,648.72	\$2,986.06	\$30,634.78
April	June	\$40,339.36	\$4,356.65	\$44,696.01
FY 93 Total:		\$320,695.89	\$34,645.15	\$355,341.04

Working capital deposit, 7/92 - 6/93: \$198,400.00

BC/BS projected monthly claims/admin.: \$99,200.00

Avg. BC/BS claims & admin., most recent 6 mos.: \$48,346.67

108clt

INSURANCE COST CONTROL
FUNDING ANALYSIS
TOWN OF MEDWAY

FY 1993

June 7, 1993

Period 7/1/92 - 6/30/93
Current Funding, HMD, and Medex rates as shown below

5/1/93 Enrllmnts	I/F	# Mos.	Funding Rate	Town Contribution	Town Funding	Employee Contribution	Employee Funding	TOTAL FUNDING
BLUE CROSS/ BLUE SHIELD	50	I	12	\$309.21	\$111,316	\$123.68	\$74,210	\$185,526
	40	F	12	\$774.55	\$223,070	\$309.82	\$148,714	\$371,784
	BC/BS Total:				\$334,386		\$222,924	\$557,310
PILGRIM	31	I	12	\$185.74	\$62,186	\$18.57	\$6,910	\$69,095
	92	F	12	\$482.96	\$479,869	\$48.30	\$53,319	\$533,188
	Pilgrim Total:				\$542,055		\$60,228	\$602,283
MEDEX III	50	F	12	\$104.76	\$37,714	\$41.90	\$25,142	\$62,856
	Medex Total:				\$37,714		\$25,142	\$62,856
	Summary:							
BC/BS FUNDING				\$334,386		\$222,924	\$557,310	
PILGRIM FUNDING				\$542,055		\$60,228	\$602,283	
MEDEX FUNDING				\$37,714		\$25,142	\$62,856	
TOTAL FUNDING			7/1/92 - 6/30/93	\$914,154		\$308,295	\$1,222,449	

NOTE: "Town Funding" is based on funding rates and does not reflect the Town's maximum liability.

108fn93s

INSURANCE COST CONTROL
TOWN OF MEDWAY
Appropriation Analysis FY 93

June 7, 1993

BC/BS Claims & Administration	7/92 - 6/93	\$355,341
Est. Reinsurance Cost	7/92 - 6/93	\$61,000
Pilgrim HMO Cost	7/92 - 6/93	\$602,283
Medex III Cost	7/92 - 6/93	\$62,856
BC/BS Working capital deposit	7/92	\$198,400
Insurance Cost Control	7/92 - 6/93	\$7,500

PROJECTED COSTS: \$1,287,380

FY 93 Group Health Appropriation		\$715,000
Employee/Retiree contributions		
BC/BS	7/92 - 6/93	\$222,924
Pilgrim	7/92 - 6/93	\$60,228
Medex	7/92 - 6/93	\$25,142
INA Stop-Loss reimbursements	(thru 5/93)	\$36,057
BC/BS partial refund of working capital deposit		\$83,900

PROJECTED AVAILABLE FUNDING: \$1,143,251

PROJECTED FY 93 GROUP HEALTH SURPLUS/(DEFICIT): (144,130)

INSURANCE COST CONTROL
FUNDING ANALYSIS
TOWN OF MEDWAY

FY 1994

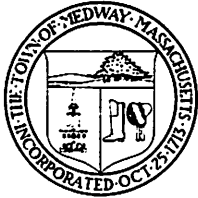
June 7, 1993

Period 7/1/93 - 6/30/94
Recommended Funding, HMO, and Medex rates as shown below
(BC/BS rates based on REVISED 7/93 renewal rates plus risk charge)
Assume 10% migration from BC/BS to Pilgrim

	Estimated Enrlmnts	I/F	# Mos.	Funding Rate	Town Contribution	Town Funding	Employee Contribution	Employee Funding	TOTAL FUNDING
BLUE CROSS/ BLUE SHIELD	45 36	I F	12 12	\$450.71 \$1,064.20	\$270.43 \$638.52	\$146,030 \$275,841	\$180.28 \$425.68	\$97,353 \$183,894	\$243,383 \$459,734
BC/BS Total:						\$421,871		\$281,247	\$703,118
PILGRIM	36 96	I F	12 12	\$201.90 \$524.89	\$181.71 \$472.40	\$78,499 \$544,206	\$20.19 \$32.49	\$8,722 \$60,467	\$87,221 \$604,673
Pilgrim Total:						\$622,705		\$69,189	\$691,894
MEDEX III	50	F	12	\$120.91	\$72.55	\$43,528	\$48.36	\$29,018	\$72,546
Medex Total:						\$43,528		\$29,018	\$72,546
Summary:									
BC/BS FUNDING						\$421,871		\$281,247	\$703,118
PILGRIM FUNDING						\$622,705		\$69,189	\$691,894
MEDEX FUNDING						\$43,528		\$29,018	\$72,546
TOTAL FUNDING			7/1/93 - 6/30/94			\$1,088,103		\$379,455	\$1,467,558

NOTE: "Town Funding" is based on funding rates and does not reflect the Town's maximum liability.

108fn94



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

AGENDA

MARCH 29, 1993

- 7:00 p.m. - Open meeting, sign warrants, approve minutes of March 15th and March 22nd Selectmen's meetings.
- 7:05 - Discuss Torrent Fire Station Committee report.
- 7:30 - Vern Robertson
re: cable for Selectmen's meetings.
- 7:45 - William Caton, 39 Broad Street
re: complaints of dumping snow and street sweeping at Winter Street.
- - old business.
- - new business.

Present: Walter Johnson, Richard Brown, Joseph Dziczek, Administrative Assistant Ruth Allen.

Prior to the start of the meeting, Town Accountant Bob Brothers was speaking to the Board and Mrs. Allen about the hiring of individuals to do the reconciliation of bank statements. Both were given the approval to proceed on the authority they had already been given of hiring people to get the job done.

7:00 p.m.-Mr. Johnson called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. The warrants were signed. Mr. Dziczek made a motion to approve the minutes of March 15th; Mr. Johnson seconded; all aye. Mr. Brown made a motion to approve the minutes of March 22nd; Mr. Dziczek seconded; all aye.

7:05 - The Board discussed the anonymous letter received by them from a concerned taxpayer who was concerned that a police officer had given an obscene gesture.

7:06 - The Board discussed the Torrent Fire Station Study Committee report. Mr. Brown felt that the Community Church had made the better proposal of the two because they would be able to raise funds, it would benefit the entire community, and we know they would be there for a long time. Mr. Brown also mentioned some of the uses as outlined in the proposal such as thrift store, food pantry, counseling center, and also still committed to maintaining the building so it can be in the national register. Mrs. Allen mentioned that there were preservation restrictions as noted by the Historical Commission and requirements as stated by the Building Inspector. Mr. Brown suggested a twenty-five year lease. Mr. Dziczek said possibly the building could be shared occasionally if need be.

The Board asked if any response had been received from Town Counsel on the Cole Library? Mrs. Allen stated she had sent a letter, but no response yet.

Mr. Dziczek made a motion to assign someone, such as Town Counsel, to initiate negotiations and come back to the Board before a decision is made, and also that Town Counsel come up with a lease agreement as well; Mr. Brown seconded the motion adding that Walter Johnson and Town Counsel work out the negotiations; all aye. Mrs. Allen noted that the Community Church would take over insurance coverage.

7:20 - The Board talked about the problems Tom Pavlick was having with drainage on his property, and the digging of a trench on his Center Street property. Mr. Higgins mentioned that Fred Sibley had gone up there with the backhoe and dug a trench to the catch basin to detour down the side of the road.

7:25 - Mr. Johnson brought up a request by the Tree Warden, Ron Dolloff, to eliminate having trees with guide wires hooked to them. Mr. Johnson agreed with Mr. Dolloff that this not be done anymore. Mrs. Allen mentioned that people are being contacted for permission to hook up to the trees on their own

private property. Mr. Brown made a motion to notify Boston Edison and New England Telephone not to allow guide wires and supports to be hooked to trees; Mr. Dziczek seconded; all aye.

- 7:30 - Vern Robertson of Medway Cable Access came before the Board to state that the Selectmen's meetings would soon be on cable. Room 2 would be hooked up with mikes hanging from the ceiling, and a light installed in the corner. He mentioned this would be done at no cost to the town. The procedure would be to tape first, and then show the meeting on a subsequent evening, with the hope of someday being live. The cost of wiring the room is \$1,500, with the intent to someday wire up Sanford Hall so meetings held in that room could be televised.

Mr. Robertson stated that a debate is being set up for April among the contested positions, and also individual presentation by the candidates if they were so inclined. They are also planning on having pros and cons of the Town Administrator position televised. This would all be held during an election week special.

Mr. Dziczek asked if cable would be here next week when a rep from the DOR was coming to entertain all questions on the situation in the Treasurer/Collector's office? He felt that Sanford Hall might be needed because of the large crowd he thought might be coming.

- 7:40 - Bill Caton of 39 Broad Street came before the Board with regard to the dumping of snow on Winter Street. He felt that when the Highway crew was dumping snow every 7-8 minutes during the last couple of storms, he could not get any sleep and felt it was akin to disturbing the peace.

Diarmuid Higgins, who was present, stated that they had been dumping there for years, and that the only time it can be done is at night when there is no traffic. Mr. Caton asked the Board if there wasn't somewhere else that it can be dumped? Mr. Higgins mentioned that this was a registered site with the State and he fills out forms for this site every year with specific questions being asked.

Mr. Dziczek asked if anyone else was complaining, and Mr. Higgins said no. Mr. Caton felt the noise was a nuisance during the early hours, and felt legally, it was a breach of peace. Next week, the town would start sweeping, and again the noise and the dumping would be occurring. Mr. Higgins mentioned how he just got another site for dumping at the east end of town, and there is one also near the sewer plant, but they open at 8-9 a.m. Mr. Higgins stated that the Winter Street site has been used since 1945. Mr. Dziczek asked about illegal uses, and Mr. Caton referred to the parking of trailer trucks near the railroad tracks on Broad Street. Mr. Dziczek said he was pursuing that, but so far, there was nothing legal that the town could do. He said he had talked to Town Counsel and Building Inspector Bob Speroni about it also.

Mr. Johnson brought up complaints received before of commercial vehicles in residential areas. Mr. Dziczek said it is not illegal to use a commercial vehicle to drive back and forth to work with. Mr. Caton again said it is still a nuisance, and the early hour dumping is a breach of peace, and he was not going to take it anymore. Mr. Dziczek asked for a copy of the form, with reference to breach of peace, Mr. Caton was referring to so the Board could look at it. He also asked that Mr. Higgins try and locate other areas for dumping if possible.

Mr. Caton asked about dumping at the recycling center? The Board told him it could not be done - only limited amount of material can go there.

- Mr. Higgins told the Board that the CIPC did not feel they could recommend a new truck for him. Mr. Higgins was exasperated because he felt he could be relied upon to use his good judgment. He felt it was a waste of time to work and meet with them, when it came down to this in the end, and he didn't need a Town Manager to tell him when it was time to get a new truck. He felt it was like a slap in the face to him when CIPC told him he didn't need the truck.

- Mr. Brown brought up the DOR coming in next week to meet with the Board. He felt the reason James Johnson was coming in was to discuss the interim report the Board received, not for a question and answer period as Mr. Dziczek had stated.

Mr. Johnson said he had met with Jim Johnson of the DOR about a week ago, and they discussed what the town should be doing now; about reconciliations; and about the Norfolk Treasurer's office coming to the town to help; and about setting the tax rate. Mr. Johnson said he did the best he could and took notes, and so he had asked Jim Johnson if he could come in and talk to the Board, and he had said he would. Mr. Dziczek said the Board could initiate discussion, and then open it up to any questions. Mr. Johnson said, hopefully, they can put some minds to rest.

- Mrs. Allen asked who was going to the Norfolk County Selectmen's meeting? Mr. Johnson is the only one attending. Mr. Dziczek said he was going to the Finance Committee meeting that evening. Dennis Hayes, who was present, said that David Verdolino wanted the full Board of Selectmen to meet with the Finance Committee to discuss the DOR report before "the expert" came.
- Mrs. Allen told the Board that the three senior citizens on Medex finally got straightened out.
- The Board noted the Division of Local Services' reply to Town Accountant Bob Brothers' letter.
- Mrs. Allen told the Board that they can no longer restrict solicitor's permits, even with the hours of solicitation. The only thing homeowners can do is put a sign on their door saying "no solicitors". Mr. Brown felt the document the

Police Chief was referring to was referring to only one case and one set of circumstances.

- The Board noted the communication from Town Counsel on the Caram case.
- The Board reviewed the Kiewit plan for the intersection with Trotter.
- Mrs. Allen stated that the DOR's interim report did not have interest and penalties on sewer loans included in their figures which amounted to \$6,927.
- Mrs. Allen asked the Board if they had any comment on Paul Wilson's letter? Mr. Brown thought the Board understood pretty clearly, and Mr. Dziczek understood the Board was not waiting for a response from the District.
- The Board reviewed a letter from Donald Grimes asking for a leave of absence as E.M.S. Coordinator from April 1st to May 10, 1993 for personal reasons, and his request to appoint Alan Cornoni to act as Emergency Services Coordinator for that time period. Mr. Dziczek made a motion that Mr. Grimes' request be approved, and that Mr. Cornoni be appointed as Emergency Medical Services Coordinator from April 1st to May 10th, 1993; Mr. Brown seconded; all aye.
- Mrs. Allen told the Board that she had received on Friday confirmation that Peggy Tighe had applied for unemployment benefits and that she had been approved for those benefits. She asked the Board if they agreed or wanted to appeal? Mr. Dziczek questioned this saying she had not been elected to the position of Treasurer/Collector, and had only been appointed until the May election. Mrs. Allen felt she could be approved to receive benefits for at least one year.

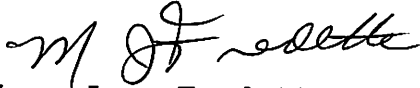
Mr. Brown said Mrs. Tighe was on sick leave, and she had resigned. He thought the State should be brought in on this and that the Board should contest the decision. Mrs. Allen noted the document from the Department of Employment & Training said that she had resigned due to stress she had for 15 years, and she was hospitalized. Mr. Dziczek stated that the Board had seen nothing from her doctor, and they can't base a decision on what they don't have. Mr. Brown agreed saying she resigned and is out looking for another job, and then seeking unemployment. Mrs. Allen confirmed they wanted a hearing in Milford.

- Mrs. Allen brought up the Alder Street water project. Mr. Brown suggested Mark Flaherty oversee the installation. The Board also suggested Michelle O'Donnell hold off on the borrowing of any monies at this time. The Board would like the Water/Sewer Commissioners to meet with them on April 5th.
- Mrs. Allen told the Board that Chief Wayne Vinton was having a meeting in Fire Station I on Tuesday night where a rescue vehicle will be seen that is going to become available soon. They were invited to view the vehicle if they wished.

- Mrs. Allen brought up a request from the Corner Pizza for two more automatic amusement licenses. She had been in contact with Chief Lambirth and he stated to her that they had had no problems with them. Mr. Brown made a motion to approve an automatic amusement license for two games; Mr. Dziczek seconded; all aye.
- The Board discussed the Treasurer/Collector's budget. Mr. Brown made a motion to approve the Treasurer/Collector's budget for: salaries \$106,195; and expenses of \$21,026; both of which are level funded; Mr. Dziczek seconded clarifying that the Treasurer/Collector's salary will be decided at town meeting; all aye.
- Mrs. Allen told the Board that \$750,000 had been sent to the IRS last week. They also now have the 941's which were done for FY'92 for the federal government. Medway now owes \$172,041.66. Mrs. Allen told the Board that Bob Brothers and Frank Burke of the DOR had been in touch with the IRS, and Dick Smith of the IRS will try to have the penalties waived. Mrs. Allen said that this completes all the projects that Mr. Brothers was involved in, and he does not know about the State's involvement. Mrs. Allen also mentioned that Bob Brothers had spoken to Matt McConville, a Medway resident who works for the DOR, and who was helpful in providing forms for abatement. Mrs. Allen will check with Frank Burke on who's working on that.
- The Board noted that Tri-County's assessment would be \$332,915 for FY'94 which is less than last year's assessment.
- The Board acknowledged a letter from the DOR announcing a pilot program of early budget review and accelerated tax rate approval.
- The Board acknowledged a letter from Police Chief Lambirth with regard to appointing Fred Paulette a special police officer. Mrs. Allen told the Board that first, the active patrolmen have to be asked, then the special police, then dispatchers, then out-of-towners. The Board asked that Mrs. Allen have Chief Lambirth come to a meeting to discuss how this works, and to get the rates of pay.
- The Board noted that MAPC has opposed the new metropolitan area designations - currently there is Boston and Salem-Gloucester. The Board will read their letter further and bring the subject up at a subsequent meeting.
- The Board acknowledged a letter from EOCD on peer-to-peer technical assistance people that they are looking for.
- The Board noted that CRPCD's budget went up to \$189,390 for fiscal year 1994. Mr. Johnson asked if the new rate was in effect in this budget, and noting that Millis' rate went down, it is assumed that the new rate was included.
- The Board reviewed the rough draft #2 of articles for the annual town meeting warrant.

9:30 - Mr. Brown made a motion to adjourn the meeting; Mr. Johnson seconded; all aye.

Respectfully submitted,



Mary Jean Fredette
Secretary

mj

Minutes of the Selectmen's Meeting

27
March 20, 1993

Present: Walter Johnson, Richard Brown and Joseph Dziczek.

Meeting called at order 9:10 a.m.

Each article on the draft of the Annual Town Meeting Warrant was read aloud by a member of the Board of Selectmen. After each article was read, the Chairman entertained questions and comments from those in attendance.

It was noted that:

- Article 8 "vaccinations for first responders" has a price tag of about \$7-\$8 thousand.
- Article 13 "recycling article" is not necessary in light of a similar article passed at the 1989 town meeting.
- Article 15 "park department 1-ton truck" - the use and needs were commented on by the park commissioners and the park superintendent.
- Article 16 "60 inch mid-mount mower" has a price tag of about \$1500.
- Article 17 "tractor tires and wheels" has a price tag of about \$1500.

It was announced that the Board would be voting on which articles to include on the town meeting warrant at the regularly scheduled meeting of the Board of Selectmen, Monday, March 29, 1993.

Meeting adjourned at 10:30 a.m.

MINUTES OF THE SELECTMEN'S MEETING MARCH 22, 1993 PAGE 1.

Present: Walter Johnson, Richard Brown, Joseph Dziczek and Administrative Assistant Ruth Allen.

6:37 p.m.-A brief meeting of the Board was called to order by Mr. Johnson prior to the Special Town Meeting being held at 7 p.m.

- The Board reviewed the auditor's bill received from Michael Cicoria for \$1,452.50. Mr. Dziczek made a motion that the bill be placed on an emergency transfer to the Finance Committee; Mr. Brown seconded; all aye.
- Mrs. Allen reminded the Board about the Norfolk County Selectmen's meeting on March 31st at Pipinelle's. Mr. Dziczek said he could not go; Mr. Brown was not sure; and Mr. Johnson said he would.
- The Board acknowledged receipt of copies of two letters from Town Accountant Bob Brothers with reference to withholdings. Mr. Brothers, in conversation with Mr. Smith of the IRS, understands it would be a show of "good faith" to send a partial payment of \$750,000. The Board agreed with this.
- Mrs. Allen told the Board of Norfolk County Treasurer's office cooperation in sending a representative to Medway to help with bank reconciliations, etc.

6:45 - Mr. Dziczek made a motion that the meeting be adjourned; Mr. Brown seconded; all aye.

Respectfully submitted,



Mary Jean Fredette
Secretary

mj

Minutes of the Selectmen's Meeting

March 20, 1993

Present: Richard Brown and Joseph Dziczek.

Meeting called at order 9:05 a.m.

Representatives from FinCom, Library Trustees, Park Commissioners, Assessors, IDC and OEDP were present.

Discussed revolving accounts for both the Library and for Camp Sunshine

Library would like a revolving account to accept fine money to be used for automation expenses.

Camp Sunshine is sponsoring the construction of a building on Park property to be available for town use. They would like to use a revolving account to segregate money collected.

It was agreed that the Town Accountant should set up separate accounts within the Park Department revolving account to segregate funds intended for different purposes.

Park Department Commissioners discussed the recommendation to combine the highway and park department personnel.

- willing to go along with it.
- would like everyone to have a chance to debate the issues.
- would like a step increase for the two employees of the park department.
- If the town administrator form of government is voted the merger of these two departments is part of the new organization.

The FinCom representatives indicated that they are in the process of reviewing a draft of a proposal to merge the highway and parks departments. They pointed out that the proposal is sensitive to the needs of both departments and the needs of the employees. They also indicated that a combined budget was being proposed.

Boston Edison real estate taxes - Assessors

Mr H. Johnson informed us that he had requested and received an opinion from the DOR stating that the town cannot account for additional money as new growth. He also pointed out that if additional taxes for Edison is not new growth it would help to reduce the tax burden on the residential side.

Mr. H. Johnson further stated that he had come across a state law that required regulated industries to be assessed on the income approach.

It was agreed that representatives for the town should meet with Boston Edison and there should be a special meeting scheduled of concerned boards and committees to discuss this issue.

Meeting adjourned at 10:30 a.m.



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

Date: March 17, 1993

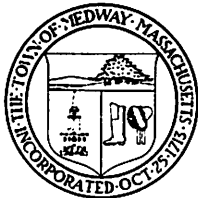
TO: Maryjane White
Town Clerk

FROM: Ruth Allen/mj *Ra*
Administrative Assistant

PLEASE POST

The Board of Selectmen will be meeting in Sanford Hall on Saturday, March 20th and March 27, 1993 at 9:00 a.m.

Also, the Board of Selectmen will be meeting at 6:30 p.m. on Monday, March 22, 1993 at Medway Middle/High School prior to the Special Town Meeting.



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

AGENDA

MARCH 15, 1993

- 7:00 p.m. - Open meeting; sign warrants; approve minutes of March 8, 1993 meeting.
- 7:05 - Library Trustees
re: Revolving Account.
- 7:15 - Nancy Taylor
re: Revolving Account.
- 7:30 - James Pockwinse
re: Old Summer Street.
- 7:45 - Kelly Adler
re: update on C.I.P.C.
- - old business.
- - new business.
- 8:30 - Senator Magnani.

Present: Walter Johnson, Joseph Dziczek, Administrative Assistant Ruth Allen. Selectman Richard Brown was absent.

7:00 p.m. - Mr. Johnson called the meeting to order in the Selectman's Meeting Room 2 of Town Hall. The warrants were signed.

- With regard to the minutes of March 8th, Mr. Dziczek made a motion to accept them with one correction (clarification) of the paragraph where the Board had received a letter from the Department of Revenue. He wanted clarified that the Board had decided to keep the letter to themselves and review it next week; Mr. Johnson seconded; all aye.

7:03 - Several members of the Library Trustees came before the Board along with Library Director Philip McNulty concerning putting two articles on the annual town meeting warrant. Tom Carpenter spoke on behalf of the Trustees.

The first article was in reference to funds from Direct State Aid Grants be transferred to the Free Public Library Account. The second article was in reference to establishing a revolving fund. Mr. Carpenter elaborated on the second article stating that there had been a fine policy started and the hopes were that these fines would be used to fund participation costs in the Minute Man network. The cost of running the system was running at \$14,000 a year; the town's contribution has been \$4,500; they tried to raise the balance through fundraising. Now with the computer system in place, they can institute the fine policy which, so far, was about \$7,000.

Mr. McNulty said that the Trustees have to indicate where the money is going, from whom, what it is going for, and what the limit is on an annual basis. If there is an excess of \$10,000, it would go into the general revenue. Mr. Dziczek mentioned that the FinCom was trying to get a handle on revolving accounts. Mr. McNulty said he understood the law. He also indicated that costs have not risen because new members have joined the Minute Man network. Mr. Dziczek then suggested that extra money they would be getting from the revolving account should then reduce their budget by that amount. Mr. Carpenter told the Board that a large part of the funding they received was through the library incentive grant.

Judy Lessard stated that library patrons have told them that they would rather see the money go back into the library. She said that money for capital expenditures may have to go into state-mandated renovations, such as wheelchair ramp, etc. Town Accountant, Bob Brothers, did not foresee any problem at this end. Mrs. Lessard said they preferred to see an article put on the town meeting warrant so that the town could decide.

Mr. Dziczek expressed the opinion that other revenue-producing departments may feel the need also to establish a revolving account. He stated that the Selectmen and the FinCom were meeting on Saturday, and maybe they could discuss

the revolving accounts so that a decision can be reached by March 22nd. Mrs. Lessard said that a while back, the ambulance and emergency medical services was brought up, and the question of why can't they have a revolving account so that they did not have to ask for extra money at the special and annual town meetings. Mr. Dziczek indicated then that the Selectmen get criticized for putting all the articles on the warrant so that the people could decide. Mr. Dziczek made a motion to hold off on a decision until March 22nd when Mr. Brown returns; Mr. Dziczek seconded; all aye.

- On another matter, Mrs. Lessard said that it is approaching one year since the Trustees asked about the status of the old Cole Library and in turn, the Selectmen were to ask Town Counsel about the lifting of restrictions on the deed. She asked where the issue stood? Mrs. Allen said Town Counsel has told her he is working on it, but it is not a priority. Mr. Dziczek asked that Mrs. Allen get a written response on this from Town Counsel. Mrs. Lessard suggested giving him a deadline. Mr. Johnson said he would check with Town Counsel as well and suggested a 30 days deadline.

- 7:30 - Nancy Taylor of Camp Sunshine and Park Commissioner Ellen Gove came before the Board to discuss a revolving account for the deposit of donations for the new building at Choate Park. She said that once the money is gone, the account is gone. They are estimating the cost of the building is \$30,000 for the cost of the material; the labor would be free. Mrs. Gove said that originally they were going to add on a second floor, but that cost would have been \$80,000. The hope is to have it completed by this time next year. Mr. Dziczek made a motion that this be discussed as well on Saturday so that a decision could be reached by March 22nd; Mr. Johnson seconded; all aye. Mr. Dziczek asked that they come to Saturday's meeting.

- 7:40 - Jim Pockwince of Old Summer Street came before the Board with a request to make Old Summer Street two-way again instead of one-way as it is now. He stated it used to be two-way except for the past couple of years.

Chief Lambirth, who was in attendance, mentioned that he and the Safety Officer have thought of a "do not enter" sign being put at the north side of Old Summer Street, or maybe changing the end of Old Summer Street to include a right angle at Ardmore Circle. Mr. Pockwince stated that most of those residents who wanted it one-way at that time want it two-way now, and suggested putting a "no thru traffic" sign instead. Mr. Dziczek felt that some thought can be put into this while the Main/Summer/Village Street intersection is being completed. The Chief felt this was something that maybe our Highway Department could do. Officer MacDougall, who was also present, said when the new intersection is completed, people will take a shortcut up Old Summer Street, but if Ardmore Circle is corrected, the problem may be solved.

Mrs. Allen asked if the extending of Ardmore Circle could be

done on town property? Mr. Pockwince said no, but the owner could sell it to the town. Mrs. Allen stated that is money that has not been appropriated and an additional expense. Chief Lambirth said it could be a taking. Mr. Dziczek asked that the Chief put a recommendation in writing to the Board, and to also get something from Officer Bates and the neighbors. Mr. Johnson asked if possibly the Norfolk County Engineers could help. Mrs. Allen said the Assessors maps can be looked at for boundaries. Mr. Pockwince asked if at least the one-way sign could be taken down and a "no thru traffic" sign put up. Mr. Dziczek made a motion that the "one-way" sign be taken down and changed to "no thru traffic" at the north end of Old Summer Street; Mr. Johnson seconded; all aye. The Chief suggested still writing to Norfolk County Engineers for help too.

- 7:55 - Kelly Adler, chairperson of the CIPC, came before the Board to go over preliminary figures for capital expenditures for FY'94 and beyond to show what the committee had been doing. She indicated those capital items may total over \$400,000. She stated that the CIPC's next meeting would be on March 23rd, and they would try to prioritize those expenditures but the committee needs to know what articles have been submitted to determine what the most important needs of the town are. The Board agreed with David Verdolino, who was present, that they can vote on this issue on the 29th and discuss it with CIPC and the FinCom on Saturday, the 27th. Mr. Dziczek requested that Mrs. Adler try not to give the perception to some that an expenditure would not be approved.
- 8:05 - Jane Lanzoni, a resident, asked that the Board consider an article for the town meeting warrant on non-criminal disposition, as per Chapter 40, Section 21D. She came to be recorded in the minutes that she was in favor of pursuing this article to be included on the warrant, and to pursue that Town Counsel gets the article written in time for the warrant. The Board assured her they will hear from Town Counsel by the 19th.
- 8:10 - Mrs. Allen gave the Board an automatic amusement license for Corner Pizza who were requesting a license for two more machines. Mr. Dziczek asked that Mrs. Allen check with the Police Chief to see if there were any problems known to them with Corner Pizza. A decision will be made on March 22nd.
- Mr. Johnson signed a form indicating that Diarmuid Higgins and Fred Sibley would be looking for surplus material through the State. She indicated they still look for grants.
 - The Board acknowledged:
 - a letter from DEP on Innovative Coatings concerning non-compliance of hazardous materials, and their subsequent notation that they had since complied.
 - the minutes of the Millis Consortium meeting of January 27th.
 - a letter from Paul Wilson which they will take home and

review.

- a letter from the Park Commissioners inviting the Board to their meeting on March 18th. Mr. Dziczek said he was going.
- a letter from the Local Election Districts Review Commission indicating the re-division of town precincts were acceptable to the State.
- a letter had been sent to all boards, commissions and committees inviting them to the All Boards Meeting on April 12th.
- the minutes from the Norfolk County Advisory Board of their meeting of February 17th, as well as the case of Robert D. Hall vs. the Norfolk County Advisory Board.
- notification of the SWAP meeting and draft from MAPC for the transportation Metro Plan 2000.
- receipt of the franchise check for \$1,283 from Cablevision which reflects 50 cents on each subscriber times 2566 subscribers.
- Mr. Johnson signed the Civil Service list for the Department of Personnel Administration.
- notification of the Norfolk County Selectmen's Association meeting on March 31st at Pipinelle's. Mr. Johnson said he was going.
- a letter from Chief Lambirth stating that he feels the Lieutenant's position should not be part of the FY'94 budget.
- a letter from the Library Director indicating that \$640 had been donated to the library as part of a new subscriber program.
- a letter from Mirick, O'Connell, DeMallie & Lougee on the new requirements for information to be included in personnel records which becomes effective March 23, 1993.
- Mrs. Allen asked, with reference to a previous discussion, should the Board request Town Counsel to put the bonding company on notice? Mr. Dziczek made a motion to request Town Counsel contact the bonding company and put them on notice; Mr. Johnson seconded; all aye.
- Mr. Dziczek brought up the article that appeared in Sunday's West Weekly of the Boston Globe. He stated now that the report has been made public, did Mr. Johnson have any concerns? They were going to give the FinCom the figures later, but if Mr. Johnson had no concerns, they could make the report available to some people, not to everyone, to help with estimates, etc.; therefore, the Board could vote to release the report tonight or wait until Saturday.

Mr. Johnson stated that Robin Gelbwachs of the Milford Daily

News had asked him about releasing the report, but he had told her the Board had not discussed it yet, so he had contacted Town Counsel. Town Counsel had said it was public record and said she should make a formal request in writing, and it would be turned over to her within ten days, but Ms. Gelbwachs had called the Department of Revenue and they had faxed it to her.

Mr. Dziczek made a motion to release the report; Mr. Johnson seconded; all aye. Mr. Dziczek stated he was quite disturbed that the report was released. Mr. Johnson agreed. Mr. Dziczek further stated that if an employee of the town did release the report, he would be ready to take action on that person. He said this would be placed on the agenda for discussion on Saturday.

Dennis Hayes, who was present, asked if the Board had called DOR and asked them not to release it? Mr. Johnson said later on, after Ms. Gelbwachs had called him and told him the DOR had released it, he had called Town Counsel - what can be done, it was public then.

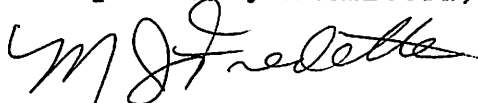
- Mr. Hayes asked if Town Counsel had been asked to review the sidewalk account for any implications from it? Mrs. Allen stated she had asked him on Friday, and he has not heard anything. Mr. Dziczek said that Mrs. Allen was looking for any liabilities ahead of time.
 - Debbie Rund, who was present, asked what is being done to ensure that what happened in the Treasurer's Office doesn't happen again? Mr. Johnson said he hoped that at election time, the Town Administrator position will pass - that was the first step, you can't guarantee anything. Ms. Rund said then there was never a procedure. Mrs. Allen stated there are procedures in place now. Mr. Johnson agreed saying the DOR has helped set up the procedures. Mr. Dziczek added that the DOR will help train the new Treasurer/Collector.
 - Mr. Verdolino, at this time, gave a communication to the Board stating it was from the chairman and vice-chairman of the Finance Committee. He stated the communication was confidential and up to them if they deem it appropriate. He said the communication was moot if they get a copy of the report from the DOR. Mrs. Allen gave Mr. Verdolino a copy of the interim report at this time.
- 8:30 - State Senator David Magnani came before the Board and formally introduced himself. He stated that his local contact for Medway would be Caren Carew of 18 High Street (phone 533-5868) indicating this was the a procedure he wanted to establish in each town - an immediate contact for residents. He said to Mrs. Allen he would be willing to meet with department heads to discuss state projects and state reimbursements owed. His office hours are once a month and he had a 24-hour access phone line. He said he would also be asking people to represent him at different meetings, since he did not think he would be able to attend each and every meeting that he feels he should be aware of. He asked that

copies of applications for grants be sent to him, indicating "FYI only" so he would be on alert for what the towns are anticipating. He indicated that he would also be meeting with local Representatives Gardner and Ranieri. He gave his two phone numbers: 617-722-1640 and the district # of 508-875-0887. He expressed the desire to be aware of what is going on, and to try and get out a 6-month status report.

- Mr. Dziczek said he would be looking at the Rojee decision that was recently made. Allan Osborne, who was present, said he did not like the harassment he was getting on some of the ZBA decisions made, and in particular, from one of the Selectmen.

8:45 - Mr. Dziczek made a motion to adjourn the meeting; Mr. Johnson seconded; all aye.

Respectfully submitted,



Mary Jean Fredette
Secretary

mj

PRELIMINARY CAPITAL REQUEST SUMMARY
Nov-02/11.86

Dept/ Priority	Department and Items	Total Estimated Expenditures	Capital Budget FY 1994		CPC Recommended	Capital Program Town Meeting Years						
			All Years Requested	Dept Requested		FY95	FY96	FY97	FY98	FY99	Later	
EMERGENCY MEDICAL SERVICES:												
No requests												
FIRE DEPARTMENT:												
1	Rescue vehicle	75,000		75,000								
	Replace Ford 750 pump	0						0				
	Replace Dodge 500 Pump	0						0				
	Replace fire chief car	0								0		
HIGHWAY DEPARTMENT:												
1	Sidewalk plow/mower	80,000		80,000								
2	Dump/plow/sander truck	80,000		80,000								
3	Backhoe	80,000		80,000								
	Replace 1-ton dump/plow	25,000						25,000				
	2 1/2 c.y. loader	75,000						75,000				
LIBRARY:												
1	Renovation	388,000		18,000	*			50,000		300,000		
	Paint Cole library	7,500		7,500	*							
MUNICIPAL BUILDING COMMITTEE:												
1	Town Hall renovation - architectural design	20,000		20,000								
PARKS:												
1	One ton dump with plow	28,000		28,000								
2	Large capacity sprinkler	5,000		5,000								
3	Loam screen	54,000						54,000				
4	Tennis court rehab - Choate	15,000						15,000				
5	Small capacity mower	5,000						5,000				
6	New soccer field - Choate	0								0		
7	Medium capacity mower	25,000										
8	New office/storage space	100,000										
	Reconstruct Oakland field	20,000								100,000	20,000	
	Rehabilitate Choate Pond	0									0	
	Purchase additional land	0									0	
POLICE DEPARTMENT:												
1	Communication System	150,000								150,000		
RECYCLING COMMITTEE:												
1	6,200 curbside bins	15,200		15,200								

PRELIMINARY CAPITAL REQUEST SUMMARY
As of 12/15/88

Dept/ Priority	Department and Items	Total Estimated Expenditures	Capital Budget FY 1994		Capital Program Town Meeting Years														
			All Years Requested	Dept Requested	CPC Recommended	FY95	FY96	FY97	FY98	FY99	Later								
	SCHOOL DEPARTMENT:																		
	Risograph Duplicators--all	30,000		30,000															
	Flood drain sumps--all	23,200		23,200															
	Upgrade plumbing--Burke	10,000		10,000															
	Bus Access Road--MS/HS	6,000		6,000															
	Carpets/drapes/blinds etc.	30,000		6,000		6,000		6,000		6,000									
	Modular classrooms--Burke	100,000				100,000													
	Mower/snow plow--Burke/MS/HS	12,000				12,000													
	Air compressor--Burke/MS/HS	7,100				7,100													
	Cafeteria tables--MS/HS	5,200				5,200													
	Stage/Classroom light--MS/HS	5,000				5,000													
	Water heaters--MS/HS	6,000				6,000													
	Upgrade heating--all	11,000							11,000										
	Outside doors--all	47,000							47,000										
	Ventilating system--MS/HS	30,000							30,000										
	Gym divider door--MS/HS	8,000							8,000										
	Intercoms--MS/HS	6,900							6,900										
	Windows--Burke	17,000									17,000								
	Modular Classroom--MS/HS	100,000									100,000								
	Repoint Burke	8,000											8,000						
	Pave parking--North/MS/HS	15,000											15,000						
	New locks--MS/HS	8,000											8,000						
	Lockers--MS/HS	10,000											10,000						
	Auditorium A/C--MS/HS	17,500											17,500						
	Security alarms--MS/HS	8,000											8,000						
	Double oven--MS/HS Cafe	8,000											8,000						
	WATER/SEWER DEPARTMENT:																		
	New water mains	200,000		200,000 *															
	Paint Lowering Street tank	100,000		100,000 *															
	GMC one ton truck	20,000																	
	One ton utility truck	25,000									25,000								
	Purchase land/move ops	170,000																	
	Potential DEP mandates	350,000																	
	New well--Adams/Summer St	250,000																	250,000
	New tank--Summer St	300,000																	300,000
	SUBTOTAL	3,128,600		743,900	0	365,300	773,900	248,000	97,500	0									550,000
	PERMANENT SCHOOL BUILDING																		
	New Elementary School																		
	TOTAL	3,128,600		743,900	0	365,300	773,900	248,000	97,500	0									550,000

* (325,500)
418,400
not including any
for new school

Minutes of the Selectmen's Meeting

March 13, 1993

Present: Walter Johnson, Richard Brown and Joseph Dziczek.

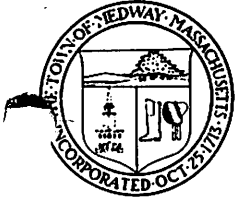
Meeting called at order 9:15 a.m.

IDC representative John Dronzek and Scott Guyette discussed the need for water in Alder St to attract businesses to the industrial area.

A discussion of the funding options as well as the benefits of the project were discussed.

Water Board, FinCom, IDC, Assessors and Selectmen voiced their support for the project.

Meeting adjourned at 10:30 a.m.



BOARD OF SELECTMEN

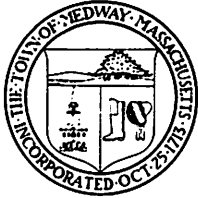
155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

DATE: March 9, 1993

TO: Maryjane White
Town Clerk

FROM: Ruth Allen/mj *(signature)*
Administrative Assistant

Please post that the Board of Selectmen will be meeting on
Saturday, March 13, 1993 at 9:00 a.m. in Sanford Hall at Town
Hall.



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

AGENDA

MARCH 8, 1993

- 7:00 p.m. - Open meeting; sign warrants; approve minutes of March 1, 1993 meeting.
- 7:01 - *Treasurer/Collector's Office*
- 7:05 - Public Hearing - Boston Edison
re: Main Street.
- 7:15 - Walter (Dusty) Lardin
re: Norfolk Mosquito Control letter.
- 7:30 - Eric Gundel
re: Kiewit Eastern revised site plan
- 8:00 - C.R.P.C.D.
- - old business.
- - new business.

Present: Walter Johnson, Richard Brown, Joseph Dziczek, Administrative Assistant Ruth Allen.

7:00 p.m.-Mr. Johnson called the meeting to order in the Selectmen's Room 2 of Town Hall. The warrants were signed. Mr. Brown made a motion to approve the minutes of the March 1st meeting; Mr. Dziczek seconded; all aye.

7:01 - Bob Brothers, Town Accountant and Michelle O'Donnell, Acting Assistant Treasurer/Collector came before the Board. Mr. Brothers explained how the staff of the Treasurer's office was continuing to sift through material stored outside of the office last Friday. They continued the search today, and found the general ledger that had been missing for almost a year inside a box with other papers on top of it. Mrs. O'Donnell said she immediately notified the Police Department and the Department of Revenue. Mrs. O'Donnell stated that the boxes had been placed there prior to November of last year.

7:05 - Mr. Brown read the notice that appeared in the paper for Boston Edison's petition for conduit off of pole 20/7A on Main Street. There were no residents in opposition. Mr. Brown made a motion that the petition be granted; Mr. Dziczek seconded; all aye.

Mr. Higgins mentioned that there was a pre-construction meeting scheduled for March 19th at 10 a.m. at the Town Hall, with a snow day of March 23rd. He indicated they hope to start construction the second week of April. Mr. Higgins said he would advise nearby Bellingham of the situation.

7:10 - Walter (Dusty) Lardin came before the Board on a couple of matters. First, he wanted to make sure that road repairs would be kept in mind with the FY'94 budget. Secondly, that the letter he had received from Norfolk County Mosquito Control was not the first step in the dumping of excess water from Cottage Street into Chicken Brook. Mr. Higgins said that he had sent the letters on their behalf, and that they are widening, deepening and cleaning the brook out because of the storm damage and to prevent the accumulation of mosquitos in the brook. The Board confirmed that this has nothing to do with the water from Cottage Street. Thirdly, Mr. Lardin mentioned that the abutters have been trying to buy the property Owen Keenan was trying to sell to the town. Mr. Lardin mentioned that Mr. Keenan's plan differed from Mr. Lardin's, and that part of the property Mr. Keenan wants to sell to the town is actually part of Mr. Lardin's property. He will be pursuing the issue.

7:20 - Mr. Higgins mentioned the problem he was having with one of his trucks' transmission. It will be low-bedded to Holliston for repair. Mr. Higgins also spoke about the storm-related work his men had recently done. He informed the Board that Engine 4 was also out of service and awaiting parts. Mr. Higgins mentioned many of the men had, off and on, been out sick.

Mr. Dzialek mentioned the Recycling Committee's need for assistance from the Highway Department for a front end loader to put brush in the tub grinder. Mr. Higgins said the front end loader could be used, but Medfield's equipment would be better, and he is working to that end.

7:30 - Eric Gundel of Kiewit came before the Board with a revised site plan. He said he had gone over Mike Ferrault's six recommendations, and felt they had been addressed. This included parking, dumpsters, grading, fire hydrants, and changes in the swail. Two copies of the plan and the mylar were signed by the Board. Mr. Gundel said he would advise the Board when various milestones had been reached so that they could view the different stages.

8:00 - Paul Wilson, Paul DeSimone and Bob McRae of CRPCD came before the Board to discuss the flow formula. Mr. Johnson requested the meeting because he had heard that Millis had felt they were being overcharged and so installed a meter which should reduce their cost, but increase Medway's cost.

Mr. DeSimone stated that the District has used a certain formula for assessment which has been acceptable thus far, that being 90% Franklin and 10% Medway. He felt the Board should sit down with Franklin's council and come up with a settlement - this has been said before, but not done.

Mr. McRae presented to the Board an O & M Cost Allocation, which showed the original agreement on Table I, a corrected allocation on Table II, and a proposed agreement amendment on Table III (copy attached).

Mr. Brown felt some compensation should be due Medway for having the plant in Medway, and for helping to break down the waste before it got to the treatment plant. Mr. DeSimone said the location of the plant was picked out by DEP, but Mr. Brown said we don't collect any taxes on the District either. Mr. DeSimone said, however, that the more customers they service, the lower the cost is to each town. Mr. Brown still felt there could be a fair and equitable agreement reached.

Mr. Wilson felt that Franklin and Medway are the only partners, and that the other towns are customers. They have no say in how the matter is taken care of. He said he and Mr. DeSimone represent the District, not the Town of Medway, and they act for the DEP & EPA.

Mr. Brown said the District will have to eventually pre-treat the four towns' industrial areas in the form of an amendment. Again, Mr. Wilson said Franklin and Medway will have to work together and decide how to handle it. Mr. Brown said, no, it was the District's problem. Mr. DeSimone felt there were hidden benefits for the way the District is operating now.

Mr. McRae agreed that if the formula was changed, Medway and Franklin would go up, and Millis down; but if the formula is not changed, Medway would go up even more. When asked about the difference, Mr. DeSimone said maybe \$35,000 shared by

Franklin and Medway. Mr. Dziczek felt that Franklin was growing faster than Medway, and should shoulder more of the cost.

It was understood that the District is similar to an intermediary, but they would get back to the Town with what occurs at a meeting they are having this Thursday afternoon. Mr. Brown assured them that the Board of Selectmen are a very positive and open-minded Board. It was noted that CRPCD was 20 years old this evening. Mr. Wilson said he believed that first Franklin and Medway come to an agreement, and then it goes to Town Meeting. Mr. McRae stated, for the record, that December was the highest month ever with infiltration with 800,000 gallons per day compared to the usual 300,000 gallons per day during this time period.

Mr. Wilson said they were receptive to a new formula that was fair and equitable, and to enter into negotiation for that purpose, and looked to the Board for that vote.

Mr. Brown made a motion to go into negotiation with the Town of Franklin to come up with a new formula that was fair and equitable to both towns; Mr. Dziczek seconded; all aye.

- Mr. DeSimone said the Board would be getting an invitation soon for the Norfolk County Selectmen's meeting to be held on March 31st at Pipinelle's.

8:58 - Ronald Rivkin stopped by to ask the Board about town sewerage on Holliston Street near the VFW, and his desire to petition that it be done.

9:00 - Mrs. Allen said she had to annually establish a compensation plan for the existing classification plan as Personnel Director, and asked the Board if there was to be any percent of increase for non-union personnel? The Board said no.

- Mr. Brown brought up a recent Job Classification Review Board meeting, wherein the members agreed that there should be a "Grade A" for temporary and full-time summer help, election workers, etc. They also felt that the Police Chief, Fire Chief and Crossing Guards should be on a grade and step. Mrs. Allen will work on that.

Mr. Brown mentioned that if approval is granted for one merit increase, everyone else would be coming to the JCRB as well, and if an increase is granted subject to funding, the FinCom could fight it as well. Mr. Brown said the JCRB recommended suspending FY'94 merit increases. Mr. Dziczek said he would be in favor of a one-time bonus pay if certain individuals have gone above and beyond their respective jobs.

Mr. Brown made a motion to keep the salary schedule for FY'94 the same as for FY'93, except to add a Grade A for part time and full time temporary summer help, etc.; Mr. Dziczek seconded; all aye.

Mr. Brown made a motion to suspend merit increases for FY'94,

as included as personnel policy #7-4; Mr. Dziczek seconded; all aye. Mr. Dziczek was assured that with the few additions to be made, everyone in town that is non-union would be on the salary schedule. Mrs. Allen will check on summer help, such as custodians, at the high school.

- The Board signed the live entertainment license and Sunday entertainment license for Sabina Doyle's, previously approved at last week's meeting.
- The Board reviewed the latest bill received from Michael Cicoria for \$47.50, which included the copying of material for Frank Burke.
- Norfolk County Retirement Board's letter was noted with an early retirement incentive workshop on March 24th in Dedham. Mrs. Allen said she and Town Accountant Bob Brothers would attend.
- A letter from General Code Publishers Company was noted giving a proposal for codifying the Town of Medway's legislation for a total of \$8,000 which would take about 12 months to complete.
- A bulletin from the MMA giving sample resolution language for their efforts on removing the cap on lottery funds for cities and towns, and increasing the municipal share of the state gas tax revenue was noted.
- The Board discussed the letter received from Michael Cicoria concerning the start of the audit. Mrs. Allen said that the DOR is looking for a waiver from the Commonwealth of Massachusetts and the Federal Government on an audit at this time.

Mr. Johnson asked about the DOR mentioning to Town Counsel that it might be a good idea to get in touch with the bonding company regarding Treasurer/Collector bonds. Mrs. Allen said that the DA had contrary advice to that.

- Mr. Brown made a motion to approve a common victualler license for Anne's Market II; Mr. Dziczek seconded; all aye.
- Allan Osborne spoke with the Board about parking at Gould's Plaza since there will be a petition before them soon for a 150 seat restaurant.
- Mr. Brown made a motion to approve an automatic amusement license for Brad Curri van d/b/a Corner Pizza for a video arcade machine for weekdays only; Mr. Dziczek seconded; all aye.
- It was noted that the Norfolk County Commissioners were holding a public hearing on March 24th for the FY'94 county budget.
- The Building Inspector's monthly report for February was acknowledged.

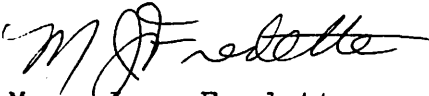
- A letter from the United Chamber of Commerce was acknowledged for the Board's willingness to discuss changes to the Zoning By-laws.
- The Board acknowledged Highway Superintendent Diarmuid Higgins' typed report on priority projects.
- Mrs. Allen mentioned that Mr. Pockwinse was scheduled to come before the Board next week with regard to his letter on Old Summer Street.
- The Board signed the warrants for the Special Town Meeting on either March 16th or March 22nd.
- The Board acknowledged the letter from the American Red Cross on their volunteer recognition night on March 25th. The Red Cross was appreciative to all who helped out with the fire at Mahan Circle.
- Mrs. Allen noted that there had been no response from the Town Clerk for the Board's request on clarification of the non-posting of the "informal" meeting of the FinCom.
- Mrs. Allen gave the Board the Industrial Development Commission's information in preparation for the Special Town Meeting article.
- Mrs. Allen reminded the Board of the Park Commission's meeting on March 18th.
- Mrs. Allen asked the Board if they had any reply to the FinCom's letter of February 28th? The Board said it would be discussed at another time.
- Mr. Brown asked that Mrs. Allen post a meeting for the Board for Saturday, March 13th at 9:00 a.m., and to also invite the FinCom, the Assessors, Water/Sewer, and the IDC to discuss the Alder Street water project on the Special Town Meeting warrant; the Boston Edison issue; and to also talk about Board priorities. Mr. Brown also said that he was awaiting a report from Tucker Reynolds on town hall budgets.
- The Board had received a copy of the MMA legislative bulletin, and Mr. Dziczek asked that copies be sent to the School Department, Water/Sewer and the Board of Health for their information.
- Mr. Dziczek asked how the situation with the sidewalks and Molinari was progressing; and to get a list of potential liabilities so that financing could start to be determined.
- The report from the Torrent Fire Station Study Committee was reviewed. After looking it over, it was felt that the Community Church had the best solution, and the Board asked that they be put on a future agenda to discuss.
- It was noted that the Board of Health and the Recycling Committee were having a joint meeting on curbside pickup on

March 11th. Mrs. Allen said she would be going as Procurement Officer.

- Mr. Johnson asked about the deadline for the elevator plan to be put in place, and Mrs. Allen said it was July 1, 1994.
- The Board asked about gas credit cards, and Mrs. Allen said she and Mr. Higgins were working on getting the forms filled out.
- Mrs. Allen asked the Board about the checks that were deposited and returned. Was it the Board's wish to ask the people to make good on them; they did. She felt that they had to have been written off, or another check was written.
- The Board reviewed the faxed letter from the Department of Revenue. Since they had just received it this evening, they felt there was too much to digest at this time, and would read it on their own. *
- Mr. Dziczek suggested an All Boards Meeting be held so that the financial picture could be discussed prior to Town Meeting; the possible cutting back of hours of employees; and the rotation of various employees within departments. Mrs. Allen would set the meeting up.

10:20- The meeting was adjourned.

Respectfully submitted,



Mary Jean Fredette
Secretary

mj

* amendment 3/15/93 - correction -

Mr. Dziczek further clarified that the Board stated they wanted to keep the letter to themselves to review & discuss next week.

TABLE I: O & M COST ALLOCATION - ORIGINAL AGREEMENT

O & M EXPENSE	TOTAL in %	FLOW	COST ALLOCATION in PERCENT				TOTAL PHOSPHORUS 9
			BODS 209	TSS 184	AMMONIA NITROGEN 30		
SALARIES	100.0	39.0	21.0	20.0	12.0		8.0
POWER	100.0	53.0	20.0	2.0	23.0		2.0
CHEMICALS	100.0	8.0	13.0	38.0	30.0		11.0
MAINTENANCE	100.0	18.0	15.0	2.0	29.0		36.0

TABLE II: O & M COST ALLOCATION - CORRECTED

O & M EXPENSE	TOTAL in %	FLOW	COST ALLOCATION in PERCENT				TOTAL PHOSPHORUS 8
			BODS 235	TSS 290	AMMONIA NITROGEN 5		
SALARIES	103.0	39.0	23.5	31.4	2.0		7.1
POWER	84.1	53.0	22.4	3.1	3.8		1.8
CHEMICALS	97.0	8.0	14.6	59.7	5.0		9.8
MAINTENANCE	74.8	18.0	16.8	3.1	4.8		32.0

TABLE III: O & M COST ALLOCATION - PROPOSED AGREEMENT AMENDMENT

O & M EXPENSE	TOTAL in %	COST ALLOCATION in PERCENT					TOTAL PHOSPHORUS 8
		FLOW	BOD5 234	TSS 289	AMMONIA NITROGEN 5		
SALARIES	100.0	38.0	23.0	30.0	2.0		7.0
POWER	100.0	63.0	27.0	4.0	4.0		2.0
CHEMICALS	100.0	8.0	15.0	62.0	5.0		10.0
MAINTENANCE	100.0	24.0	23.0	4.0	6.0		43.0

Minutes of the Selectmen's Meeting

March 6, 1993

Present: Walter Johnson, Richard Brown, Joseph Dziczek.

opened meeting 9:15 a.m.

9:16 a.m. went into Executive Session

Present: Walter Johnson, Richard Brown, Joseph Dziczek, Sergeant Robert Saleski and Officer Gerald Tracy. Officer Kevin Brennan was unable to attend.

Article XIX - No change

Article XX - Clarification requested (A)(4) Annual Credit Premium shall be considered earned in full on July 1st of each year. It was noted that we currently have 2 officers with associates degrees, 3 officers with bachelors degrees and no officers with masters degrees.

Article XXI - No change

Article XXII - No change

Article XXIII - No change

Article XXIV - A change is requested to add the category retirement to the examples of ways an officer can be considered terminated. The change does not seem to clarify the situation. In fact it is more confusing. If the intention was to clarify the handling of the Earned Credit Premium at the time someone terminates (retires, resigns or is discharged), it should be allowed to stand on its own as per article XX and should not be included in a sentence that discusses pro rata portions of benefits.

Article XXV - No changes

Article XXVI - No changes

Article XXVII - No changes

Article XXVIII - No changes

Executive Session was adjourned at 11:00 a.m.

11:20 meeting with FinCom representatives

The group discussed communications and priorities. It was concluded that the four major areas of concern are:

- 1) Alder Street water line
- 2) Edison Taxes - Assessors
- 3) Town Administrator - May ballot
- 4) Combine - Highway & Park personnel

Alder Street - we discussed funding options and how to approach the upcoming special town meeting.

Assessors - Agreed to invite assessors to a meeting to discuss Edison

property taxes.

Everyone agreed that the acceptance of the administrator form of government was important to the future development of the town. We agreed to prepare three communications: a) list of commonly asked questions and answers.

b) Statement outlining the selection process and required qualifications.

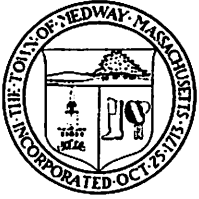
c) Outline how a transition would work.

Some people thought it was important to make a statement that we have no preselected candidates for the job and that Jeff Nutting is not a candidate.

The discussion of combining the highway and park personnel was tabled until the Park commissioners were present.

Mr. Reynolds indicated that he was preparing a town hall budget report which discusses cooperation of departments, including comments on merging the highway and park departments. Mr. Reynolds indicated that he would present the report to selectmen for comment before presentation to the full FinCom.

Meeting was adjourned at 12:15



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

DATE: March 2, 1993

TO: Maryjane White
Town Clerk

FROM: Ruth Allen/mj *(ja)*
Administrative Assistant

PLEASE POST

The Board of Selectmen will be meeting on Saturday, March 6, 1993 at 9:00 a.m. in Sanford Hall at Medway Town Hall for the purpose of Police negotiations.

Received _____ Date _____



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

AGENDA

MARCH 1, 1993

- 7:00 p.m. - Open meeting; sign warrants; approve minutes of February 22, 1993 meeting.
- Budget Hearings:
- 7:05
- Highway
 - Traffic Signals
 - Snow Removal
- 7:25
- Gas Inspector
- 7:30
- Sealer of Weights and Measures
- 7:35
- Board of Selectmen
 - Town Hall
 - Annual Town Report
 - Insurances
- 8:00
- Tom Pavlick
re: the Town paving the remainder of Center Street where he is building a house.
- 8:15
- Richard Flaherty, Pres., Medway Teachers Assoc. and Ann Dubris, Mass. Teachers Association
re: withholdings and interest.
 - Review revised Site Plan for Kiewit.
 - Discuss Torrent Fire Station Study Committee's report.
 - old business.
 - new business.
- 9:00
- Executive Session.
Police Association - negotiations.

Present: Walter Johnson, Richard Brown, Joseph Dziczek and
Administrative Assistant Ruth Allen.

7:00 p.m. - Mr. Johnson called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. The warrants were signed. Mr. Brown made a motion to approve the minutes of February 22nd with two corrections: 1) that Mr. Brothers salary budget would be changed to reflect a step increase being received in FY'93; and 2) change "Mr. Owen's letter" to "Mr. Owen Keenan's letter"; Mr. Dziczek seconded with corrections noted; all aye. Mr. Brown made a motion to approve the executive session minutes of February 22nd; Mr. Dziczek seconded; all aye.

- Mr. Brown made a motion to open the Annual Town Meeting warrant this evening and close it on March 19th; Mr. Dziczek seconded; all aye.
- Mr. Brown made a motion to open and close a Special Town Meeting warrant for one item for water mains on Alder Street. Mr. Dziczek asked how it would be financed, and Mr. Brown said this will be discussed with the Finance Committee between now and then. On that, Mr. Dziczek seconded the motion; all aye. The Board will try for either March 16th or March 22nd.
- Mrs. Allen reminded the Board that Mark Nardone of EOCD would be coming to Medway on March 9th at 10 a.m. at the Town Hall to discuss grant possibilities with the Alder Street water situation.
- Budget hearings.

- 7:10 - Diarmuid Higgins came before the Board with various highway budgets.
- DPS/Highway. Mr. Higgins mentioned the increase in repairs and maintenance was due to the extra removal of hazardous waste that needed to be done, and might again have to be done in FY'94. Mr. Higgins explained that the Highway Department is the central collector of oil, etc. The Board asked if Schultz, where Highway gets their oil, could remove the used oil - this will be checked on. Mrs. Allen also mentioned that it would be helpful for billing purposes if vehicle maintenance could be pooled for all vehicles and departments. Mr. Higgins mentioned the long-range goal of adding on to the highway garage. Mr. Brown made a motion to approve the budget of the DPS/Highway for salaries level-funded of \$211,973; and expenses increased to \$76,986 with the recommendation that Mrs. Allen send a letter to the Finance Committee to check the pooling of vehicle maintenance; Mr. Dziczek seconded; all aye.
 - Snow Removal. This account has been the same for many years as it is not known how high or how low expenses could run. Mr. Brown made a motion to approve the Snow Removal salaries budget of \$13,000; and expenses of \$40,000; Mr. Dziczek seconded; all aye. Mrs. Allen mentioned new forms have come

in for reimbursement on snow removal for the blizzard in December that she, Mr. Higgins and Chief Vinton will review.

- Road Repairs. Mr. Higgins noted that this account includes catch basin cleaning and line stripping. Mr. Brown made a motion to approve the Road Repairs expenses budget of \$27,000; Mr. Dziczek seconded; all aye.
- Traffic Signals. Mr. Brown made a motion to approve the Traffic Signals budget for expenses of \$2,000; Mr. Dziczek seconded; all aye.
- 7:35 - Gas Inspector Bob Coakley came before the Board with his budget. Mr. Brown made a motion to approve the Gas Inspector's budget of \$150 for expenses; and \$2,000 for inspection fees; Mr. Dziczek seconded; all aye.
- 7:40 - Sealer of Weights and Measures Scott Guyette came before the Board with his budget. Mr. Brown made a motion to approve the Sealer of Weights and Measures budget of \$50 for expenses; and \$215 for stipends; Mr. Dziczek seconded; all aye.
- 7:41 - Mrs. Allen spoke with the Board about various budgets.
- Board of Selectmen. As it was level funded, Mr. Brown made a motion to approve the Board of Selectmen's salaries budget of \$58,344; and expenses of \$6,900; Mr. Dziczek seconded; all aye.
- Town Hall. Mrs. Allen mentioned that salaries were lower because the custodian is working an hour less per day at town hall. Mr. Brown made a motion to approve the Town Hall salaries budget of \$12,675; and expenses of \$24,544; Mr. Dziczek seconded; all aye.
- Annual Town Report. Mr. Brown made a motion to approve the Annual Town Report budget of \$1,000; Mr. Dziczek seconded; all aye.
- Street Lighting. Mr. Dziczek asked about turning off some lights, and Mrs. Allen explained that the Town has not installed any new lights. Mr. Brown made a motion to approve the Street Lighting budget of \$80,000; Mr. Dziczek seconded; all aye.
- Other Insurance. Mrs. Allen mentioned that insurance for FY'93 was \$215,000 but that by going out to bid, we should anticipate a savings and would only have to appropriate \$172,000. Mr. Brown made a motion to approve the Other Insurance budget of expenses of \$172,000 and \$5,000 for Municipal Property insurance; Mr. Dziczek seconded; all aye.
- Mrs. Allen brought up the revised Town Accountant's budget for review. (The Board had asked Mr. Brothers to revise his budget at the February 22nd meeting.) Mr. Brown made a motion to approve the Town Accountant's budget of \$2,685 for expenses and \$57,918 for salaries; Mr. Dziczek seconded; all

aye.

- The Board looked over the Town Accountant's request to approach the Job Classification Review Board for step increases for both himself and his Financial Office Assistant. Mr. Brown stated this was subject to funding, and that the JCRB (of which he is a member) has already received a request from the Library and knows they will be receiving one from the Park Department. Mr. Dziczek asked if approving the Town Accountant's request to go to the JCRB indicates approval of the request - Mr. Brown said it did not; the JCRB's recommendation then goes back to the Personnel Director, and then the Board of Selectmen could agree. The Board of Selectmen just allows the Town Accountant to go to the JCRB. The Board decided to think about the request.

8:00 - Tom Pavlick was not present for his appointment with the Board.

8:01 - Ann Marie DuBris of the Massachusetts Teachers Association and Richard Flaherty, President of the Medway Teachers Association came before the Board. Other members of the Medway Association were also present. Mr. Flaherty stated they were before the Board because they represented a majority of town employees who had some concerns and questions they wanted to bring forward. He then deferred to Ms. DuBris.

Ms. DuBris expressed the interest, fear, and anger of the members, and that there had been no official statement made to them except for the note from Mrs. Allen asking the School Department employees to contact her if there were any known problems. She felt that the scope and depth of the situation was unknown, and they needed to ask questions.

Mr. Johnson sympathized with the teachers and said, on behalf of the Board, that they would try to answer their questions and appreciated the nature of their visit.

Brief summaries of questions and answers follows:

Payroll deductions - when stopped and when resumed? Mr. Brown answered that Mrs. Allen had been trying to reconstruct everything and believed with good results. The warrant was signed this evening for what she was able to reconstruct for withholdings for the end of 1992 and beginning of 1993, and checks would go out the next day - they are up to date on withholdings.

Payments not made since October, and that Group Life insurance was cancelled prior to October indicating a problem back beyond October? Mrs. Allen indicated there was no problem with health insurance. Town life insurance was cancelled, but she has met with Boston Mutual and a list will be given to her of those individuals but she did not foresee a problem.

Individual life insurance policies? Mrs. Allen stated she

only knew of one and a check was sent in for that person. She did not know if he had received confirmation of reinstatement yet.

Annuities? Mrs. Allen said they were up to date with October through December, and the first payroll period of January.

Credit unions? Union dues? Teachers' retirement? Mrs. Allen said they were up to date.

Federal income tax? Mrs. Allen said payments were not made and they were working on it. Ms. DuBris felt this had a potential impact for annuities, but Mrs. Allen said the W-2's were alright.

State income tax? Mrs. Allen said it was the same as the federal income tax.

Mr. Johnson stated that he had met with Town Counsel, the Department of Revenue, and the District Attorney and they felt that it would take 4-6 months to catch up in the Treasurer/Collector's office. At the present time, they were doing fine.

Ms. DuBris asked what the Board was doing to guarantee that this did not happen again? Mr. Brown said that Frank Burke is helping to set up procedures and training individuals in the Treasurer/Collector's office and setting up checks and balances between the Treasurer's reports and the Town Accountant's ledger reports. Mr. Brown also stated for the record since the press was present, that there is no \$365,000 in missing funds as has been reported.

Ms. DuBris asked again about a guarantee? Mr. Brown said they are now working with people who are mailing out the checks that they are signing the warrants for usually on a weekly basis. Mrs. Allen clarified teachers are either monthly or every two weeks. Ms. DuBris asked if they see a report as well as a check; they acknowledged they do - there is backup with each warrant. Ms. DuBris asked if something will be sent to the employees when this whole situation is completed; yes, they will.

Ms. DuBris asked if it was a fact that some property tax payments had not been sent to the bank, or some people's checks not credited? Mrs. Allen said it was a fact; however, the Department of Revenue and the District Attorney's office were taking care of some matters; she was handling withholdings.

Ms. DuBris felt the Board of Selectmen was trying to be cooperative, but they were concerned with trying to make their people whole again. How was the Town going to do that? What about lost interests and penalties? Mr. Dzielczek felt that was intangible at this time as it has not been calculated yet. The Board does not know exactly what information can be extracted; once it is known, then it can

be addressed. Mr. Johnson stated that Town Counsel had said to contact the bonding company, but the District Attorney did not want that. Mr. Dziczek reassured them that nothing is being overlooked; it's just that not a lot of information is not reported to the press, but we have been catching up. Mr. Johnson said if the insurance does not cover those costs, the interest will somehow be paid in full, if he had anything to say about it.

Ms. DuBris said she realized that things were still unfolding, but when did the Board first realize they had a real problem here? Mr. Brown said they first knew when the Police Department told us. Up until then, the Board had been satisfied with the reports the Selectmen had been receiving and the documents shown.

Mr. Flaherty said the teachers needed to vent some hostility, and the Board was being fully cooperative, but they were speaking for their people. They can now bring assurances back to their people and the Board's willingness to help. Ms. DuBris said the teachers felt no one was communicating with them. Mr. Johnson said that Mrs. Allen probably knows more than the Selectmen do right now. Mrs. Allen tried to assure them that she had to look for that window on the withholdings where a gap appeared of problems; and also to ask that she be notified if anyone feels they have a problem that she should be made aware of.

Ms. DuBris asked if Mrs. Allen had talked to the vendors? She said she had and that a printout goes out with each check to each vendor. Ms. DuBris mentioned that her people were also trying to reconstruct their accounts as well.

Mr. Flaherty asked if the Insurance Committee knew. Mrs. Allen said the committee does not get involved in this.

Ms. DuBris asked if she would be allowed to see backup documentation? Mrs. Allen said she could.

Ms. DuBris stated that they will probably be taking some legal action; they had an obligation to represent their people, especially with the penalties involved. She said they will have to file something, but they hope to reach a settlement if everything is resolved in 4-6 months. The Board thanked them for sending a small group in as their representatives.

8:40 -


Tom Pavlick apologized for being late, but tried to explain to the Selectmen the problem he was having with some pipe buried one foot down on his property and the trench put there to the railroad bed on Center Street. He stated that the paving of the road was not his main concern. Mr. Pavlick felt that Mr. Higgins was being uncooperative as he has known about this since October/November. This past Friday, Mr. Higgins told him he would block it up and dumped some loads of dirt there-this did not solve the problem. He said he was willing to wait until Spring, but the backhoe could take care of this quickly. Mr. Johnson explained the ground was

frozen, but Mr. Pavlick said the trench was full of water, the pipe was unsafe. Mr. Brown suggested Mr. Higgins and Mr. Johnson try and figure out a solution. Mr. Johnson agreed and said he would meet them the next day. On the subject of acceptance, Mr. Pavlick said it was a town road to the end of Center Street, and Mrs. Allen agreed saying it goes all the way up. Mr. Johnson said maybe they can scrape the road and put some topsoil and gravel down.

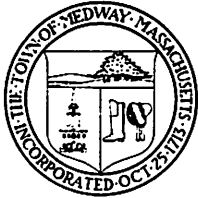
- 8:50 - The Board reviewed the revised Kiewit site plan with the corrections suggested from Mike Perrault of PMP Associates.
- The Board decided to hold off discussion on the Torrent Fire Station Study Committee's recommendations.
 - The Board discussed the letter received from John McGovern concerning monies he felt he was owed. Mrs. Allen stated she had spoken to him already.
 - Mrs. Allen mentioned that the Park Commissioners would like to meet with members of the Board on March 18th at 6:30 p.m. in Room 5. Mr. Dziczek said he would attend.
 - Mrs. Allen stated that the Conservation Commission would like permission to approach Town Counsel with regard to the property owned by the ConCom off of Oak Street for a soccer field. Mr. Brown made a motion that this action be approved; Mr. Dziczek seconded; all aye.
 - The Board reviewed a letter from Mirick, O'Connell, DeMallie & Lougee concerning the Family and Medical Leave Act of 1993. Mrs. Allen indicated this has to be incorporated into the personnel policies and probably the police contract. Mrs. Allen clarified that the personnel policy covers what is not in the police contract.
 - Mrs. Allen brought up the letter received from the Finance Committee concerning an upcoming informal meeting. The Board wondered if this was still a public meeting. Mr. Dziczek said he would like something in writing. Mr. Brown thought that Town Counsel had ruled that if you casually meet, it was alright. Mrs. Allen will clarify the wording with the Town Clerk.
 - Mrs. Allen said in reviewing Mr. Kaegal's letter to the Board concerning monies owed for paying 100% of health insurance premium instead of 50%, she had calculated the Town owed him \$4,067.31. Mr. Brown suggested it be paid out of the health insurance withholding budget.
- 9:00 - Eric Grundel of Kiewit stopped by to see if the Board needed any further explanations on their revised site plan. The Board asked if he could come back the following week at 7:30.
- Mr. Brown made a motion to recommend an emergency transfer from the Finance Committee for \$89.95 for manuals for the Wire Inspector as the expected total was higher than anticipated; Mr. Dziczek seconded; all aye.

- Mr. Brown made a motion to sign an emergency transfer request to the Finance Committee for \$1,195 for the auditor's bill for consulting; Mr. Dziczek seconded; all aye.
- The Board signed the Memo of Agreement for \$149,000 from the State for highway funds.
- Mrs. Allen brought up a request from Sabina Doyle to have live entertainment on March 14th, 15th, 16th, and 17th for a week-long St. Patrick's Day celebration. The only problem was with the entertainment on Sunday which the Board was not sure if they needed a special one-day license for. Mr. Brown made a motion that the permit be granted subject to approval by the State; Mr. Dziczek seconded; all aye.
- Mr. Brown made a motion to go along with the recommendations of Safety Officer Peter Bates for signs and speed limit postings on Holliston, Lovering and Coffee Streets; Mr. Dziczek seconded; all aye.
- Mrs. Allen asked the Board if they would like to send a copy of their letter to Michael Cicoria outlining the audit procedures to the Finance Committee? The Board asked that it be done.
- Mrs. Allen asked the Board if they had a reply to the memo from the Finance Committee? The Board said they were not ready to reply at this time, and to bring it up next week.
- 9:10 - Mary O'Leary asked for a moment of the Board's time to mention that the Good Government Association had chosen Len Carucci as their honoree for this year to be held on April 18th. She asked for a proclamation from the Board.
- 9:13 - Sgt. Bob Saleski also asked for a moment of the Board's time to mention the promotion of two dispatchers to patrolmen and the vacancies now created. He was recommending the promotion of John Rojee to Chief Dispatcher and James Mill to part time probationary dispatcher. Chief Lambirth was aware of these recommendations and approved. Mr. Johnson asked for copies of the letter of Sgt. Saleski's recommendations. Mr. Brown said it will only be held up if the Board did not go along with the recommendations. The Sgt. assured the Board that these changes will not affect the budget.
- 9:20 - Mr. Brown made a motion to adjourn the meeting not to return to public session for the purpose of police association negotiations; Mr. Dziczek seconded; all aye. Vote: Mr. Brown-yes; Mr. Dziczek-yes; Mr. Johnson-yes.

Respectfully submitted,



Mary Jean Fredette
Secretary
mj



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

AGENDA

MARCH 29, 1993

- 7:00 p.m. - Open meeting, sign warrants, approve minutes of March 15th and March 22nd Selectmen's meetings.
- 7:05 - Discuss Torrent Fire Station Committee report.
- 7:30 - Vern Robertson
re: cable for Selectmen's meetings.
- 7:45 - William Caton, 39 Broad Street
re: complaints of dumping snow and street sweeping at Winter Street.
- - old business.
- - new business.

Present: Walter Johnson, Richard Brown, Joseph Dziczek, Administrative Assistant Ruth Allen.

Prior to the start of the meeting, Town Accountant Bob Brothers was speaking to the Board and Mrs. Allen about the hiring of individuals to do the reconciliation of bank statements. Both were given the approval to proceed on the authority they had already been given of hiring people to get the job done.

7:00 p.m.-Mr. Johnson called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. The warrants were signed. Mr. Dziczek made a motion to approve the minutes of March 15th; Mr. Johnson seconded; all aye. Mr. Brown made a motion to approve the minutes of March 22nd; Mr. Dziczek seconded; all aye.

7:05 - The Board discussed the anonymous letter received by them from a concerned taxpayer who was concerned that a police officer had given an obscene gesture.

7:06 - The Board discussed the Torrent Fire Station Study Committee report. Mr. Brown felt that the Community Church had made the better proposal of the two because they would be able to raise funds, it would benefit the entire community, and we know they would be there for a long time. Mr. Brown also mentioned some of the uses as outlined in the proposal such as thrift store, food pantry, counseling center, and also still committed to maintaining the building so it can be in the national register. Mrs. Allen mentioned that there were preservation restrictions as noted by the Historical Commission and requirements as stated by the Building Inspector. Mr. Brown suggested a twenty-five year lease. Mr. Dziczek said possibly the building could be shared occasionally if need be.

The Board asked if any response had been received from Town Counsel on the Cole Library? Mrs. Allen stated she had sent a letter, but no response yet.

Mr. Dziczek made a motion to assign someone, such as Town Counsel, to initiate negotiations and come back to the Board before a decision is made, and also that Town Counsel come up with a lease agreement as well; Mr. Brown seconded the motion adding that Walter Johnson and Town Counsel work out the negotiations; all aye. Mrs. Allen noted that the Community Church would take over insurance coverage.

7:20 - The Board talked about the problems Tom Pavlick was having with drainage on his property, and the digging of a trench on his Center Street property. Mr. Higgins mentioned that Fred Sibley had gone up there with the backhoe and dug a trench to the catch basin to detour down the side of the road.

7:25 - Mr. Johnson brought up a request by the Tree Warden, Ron Dolloff, to eliminate having trees with guide wires hooked to them. Mr. Johnson agreed with Mr. Dolloff that this not be done anymore. Mrs. Allen mentioned that people are being contacted for permission to hook up to the trees on their own

private property. Mr. Brown made a motion to notify Boston Edison and New England Telephone not to allow guide wires and supports to be hooked to trees; Mr. Dziczek seconded; all aye.

- 7:30 - Vern Robertson of Medway Cable Access came before the Board to state that the Selectmen's meetings would soon be on cable. Room 2 would be hooked up with mikes hanging from the ceiling, and a light installed in the corner. He mentioned this would be done at no cost to the town. The procedure would be to tape first, and then show the meeting on a subsequent evening, with the hope of someday being live. The cost of wiring the room is \$1,500, with the intent to someday wire up Sanford Hall so meetings held in that room could be televised.

Mr. Robertson stated that a debate is being set up for April among the contested positions, and also individual presentation by the candidates if they were so inclined. They are also planning on having pros and cons of the Town Administrator position televised. This would all be held during an election week special.

Mr. Dziczek asked if cable would be here next week when a rep from the DOR was coming to entertain all questions on the situation in the Treasurer/Collector's office? He felt that Sanford Hall might be needed because of the large crowd he thought might be coming.

- 7:40 - Bill Caton of 39 Broad Street came before the Board with regard to the dumping of snow on Winter Street. He felt that when the Highway crew was dumping snow every 7-8 minutes during the last couple of storms, he could not get any sleep and felt it was akin to disturbing the peace.

Diarmuid Higgins, who was present, stated that they had been dumping there for years, and that the only time it can be done is at night when there is no traffic. Mr. Caton asked the Board if there wasn't somewhere else that it can be dumped? Mr. Higgins mentioned that this was a registered site with the State and he fills out forms for this site every year with specific questions being asked.

Mr. Dziczek asked if anyone else was complaining, and Mr. Higgins said no. Mr. Caton felt the noise was a nuisance during the early hours, and felt legally, it was a breach of peace. Next week, the town would start sweeping, and again the noise and the dumping would be occurring. Mr. Higgins mentioned how he just got another site for dumping at the east end of town, and there is one also near the sewer plant, but they open at 8-9 a.m. Mr. Higgins stated that the Winter Street site has been used since 1945. Mr. Dziczek asked about illegal uses, and Mr. Caton referred to the parking of trailer trucks near the railroad tracks on Broad Street. Mr. Dziczek said he was pursuing that, but so far, there was nothing legal that the town could do. He said he had talked to Town Counsel and Building Inspector Bob Speroni about it also.

Mr. Johnson brought up complaints received before of commercial vehicles in residential areas. Mr. Dziczek said it is not illegal to use a commercial vehicle to drive back and forth to work with. Mr. Caton again said it is still a nuisance, and the early hour dumping is a breach of peace, and he was not going to take it anymore. Mr. Dziczek asked for a copy of the form, with reference to breach of peace, Mr. Caton was referring to so the Board could look at it. He also asked that Mr. Higgins try and locate other areas for dumping if possible.

Mr. Caton asked about dumping at the recycling center? The Board told him it could not be done - only limited amount of material can go there.

- Mr. Higgins told the Board that the CIPC did not feel they could recommend a new truck for him. Mr. Higgins was exasperated because he felt he could be relied upon to use his good judgment. He felt it was a waste of time to work and meet with them, when it came down to this in the end, and he didn't need a Town Manager to tell him when it was time to get a new truck. He felt it was like a slap in the face to him when CIPC told him he didn't need the truck.

- Mr. Brown brought up the DOR coming in next week to meet with the Board. He felt the reason James Johnson was coming in was to discuss the interim report the Board received, not for a question and answer period as Mr. Dziczek had stated.

Mr. Johnson said he had met with Jim Johnson of the DOR about a week ago, and they discussed what the town should be doing now; about reconciliations; and about the Norfolk Treasurer's office coming to the town to help; and about setting the tax rate. Mr. Johnson said he did the best he could and took notes, and so he had asked Jim Johnson if he could come in and talk to the Board, and he had said he would. Mr. Dziczek said the Board could initiate discussion, and then open it up to any questions. Mr. Johnson said, hopefully, they can put some minds to rest.

- Mrs. Allen asked who was going to the Norfolk County Selectmen's meeting? Mr. Johnson is the only one attending. Mr. Dziczek said he was going to the Finance Committee meeting that evening. Dennis Hayes, who was present, said that David Verdolino wanted the full Board of Selectmen to meet with the Finance Committee to discuss the DOR report before "the expert" came.
- Mrs. Allen told the Board that the three senior citizens on Medex finally got straightened out.
- The Board noted the Division of Local Services' reply to Town Accountant Bob Brothers' letter.
- Mrs. Allen told the Board that they can no longer restrict solicitor's permits, even with the hours of solicitation. The only thing homeowners can do is put a sign on their door saying "no solicitors". Mr. Brown felt the document the

Police Chief was referring to was referring to only one case and one set of circumstances.

- The Board noted the communication from Town Counsel on the Caram case.
- The Board reviewed the Kiewit plan for the intersection with Trotter.
- Mrs. Allen stated that the DOR's interim report did not have interest and penalties on sewer loans included in their figures which amounted to \$6,927.
- Mrs. Allen asked the Board if they had any comment on Paul Wilson's letter? Mr. Brown thought the Board understood pretty clearly, and Mr. Dziczek understood the Board was not waiting for a response from the District.
- The Board reviewed a letter from Donald Grimes asking for a leave of absence as E.M.S. Coordinator from April 1st to May 10, 1993 for personal reasons, and his request to appoint Alan Cornoni to act as Emergency Services Coordinator for that time period. Mr. Dziczek made a motion that Mr. Grimes' request be approved, and that Mr. Cornoni be appointed as Emergency Medical Services Coordinator from April 1st to May 10th, 1993; Mr. Brown seconded; all aye.
- Mrs. Allen told the Board that she had received on Friday confirmation that Peggy Tighe had applied for unemployment benefits and that she had been approved for those benefits. She asked the Board if they agreed or wanted to appeal? Mr. Dziczek questioned this saying she had not been elected to the position of Treasurer/Collector, and had only been appointed until the May election. Mrs. Allen felt she could be approved to receive benefits for at least one year.

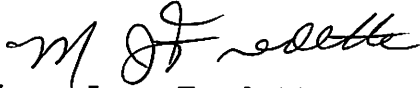
Mr. Brown said Mrs. Tighe was on sick leave, and she had resigned. He thought the State should be brought in on this and that the Board should contest the decision. Mrs. Allen noted the document from the Department of Employment & Training said that she had resigned due to stress she had for 15 years, and she was hospitalized. Mr. Dziczek stated that the Board had seen nothing from her doctor, and they can't base a decision on what they don't have. Mr. Brown agreed saying she resigned and is out looking for another job, and then seeking unemployment. Mrs. Allen confirmed they wanted a hearing in Milford.

- Mrs. Allen brought up the Alder Street water project. Mr. Brown suggested Mark Flaherty oversee the installation. The Board also suggested Michelle O'Donnell hold off on the borrowing of any monies at this time. The Board would like the Water/Sewer Commissioners to meet with them on April 5th.
- Mrs. Allen told the Board that Chief Wayne Vinton was having a meeting in Fire Station I on Tuesday night where a rescue vehicle will be seen that is going to become available soon. They were invited to view the vehicle if they wished.

- Mrs. Allen brought up a request from the Corner Pizza for two more automatic amusement licenses. She had been in contact with Chief Lambirth and he stated to her that they had had no problems with them. Mr. Brown made a motion to approve an automatic amusement license for two games; Mr. Dziczek seconded; all aye.
- The Board discussed the Treasurer/Collector's budget. Mr. Brown made a motion to approve the Treasurer/Collector's budget for: salaries \$106,195; and expenses of \$21,026; both of which are level funded; Mr. Dziczek seconded clarifying that the Treasurer/Collector's salary will be decided at town meeting; all aye.
- Mrs. Allen told the Board that \$750,000 had been sent to the IRS last week. They also now have the 941's which were done for FY'92 for the federal government. Medway now owes \$172,041.66. Mrs. Allen told the Board that Bob Brothers and Frank Burke of the DOR had been in touch with the IRS, and Dick Smith of the IRS will try to have the penalties waived. Mrs. Allen said that this completes all the projects that Mr. Brothers was involved in, and he does not know about the State's involvement. Mrs. Allen also mentioned that Bob Brothers had spoken to Matt McConville, a Medway resident who works for the DOR, and who was helpful in providing forms for abatement. Mrs. Allen will check with Frank Burke on who's working on that.
- The Board noted that Tri-County's assessment would be \$332,915 for FY'94 which is less than last year's assessment.
- The Board acknowledged a letter from the DOR announcing a pilot program of early budget review and accelerated tax rate approval.
- The Board acknowledged a letter from Police Chief Lambirth with regard to appointing Fred Paulette a special police officer. Mrs. Allen told the Board that first, the active patrolmen have to be asked, then the special police, then dispatchers, then out-of-towners. The Board asked that Mrs. Allen have Chief Lambirth come to a meeting to discuss how this works, and to get the rates of pay.
- The Board noted that MAPC has opposed the new metropolitan area designations - currently there is Boston and Salem-Gloucester. The Board will read their letter further and bring the subject up at a subsequent meeting.
- The Board acknowledged a letter from EOCD on peer-to-peer technical assistance people that they are looking for.
- The Board noted that CRPCD's budget went up to \$189,390 for fiscal year 1994. Mr. Johnson asked if the new rate was in effect in this budget, and noting that Millis' rate went down, it is assumed that the new rate was included.
- The Board reviewed the rough draft #2 of articles for the annual town meeting warrant.

9:30 - Mr. Brown made a motion to adjourn the meeting; Mr. Johnson seconded; all aye.

Respectfully submitted,



Mary Jean Fredette
Secretary

mj

Minutes of the Selectmen's Meeting

27
March 20, 1993

Present: Walter Johnson, Richard Brown and Joseph Dziczek.

Meeting called at order 9:10 a.m.

Each article on the draft of the Annual Town Meeting Warrant was read aloud by a member of the Board of Selectmen. After each article was read, the Chairman entertained questions and comments from those in attendance.

It was noted that:

- Article 8 "vaccinations for first responders" has a price tag of about \$7-\$8 thousand.
- Article 13 "recycling article" is not necessary in light of a similar article passed at the 1989 town meeting.
- Article 15 "park department 1-ton truck" - the use and needs were commented on by the park commissioners and the park superintendent.
- Article 16 "60 inch mid-mount mower" has a price tag of about \$1500.
- Article 17 "tractor tires and wheels" has a price tag of about \$1500.

It was announced that the Board would be voting on which articles to include on the town meeting warrant at the regularly scheduled meeting of the Board of Selectmen, Monday, March 29, 1993.

Meeting adjourned at 10:30 a.m.

MINUTES OF THE SELECTMEN'S MEETING MARCH 22, 1993 PAGE 1.

Present: Walter Johnson, Richard Brown, Joseph Dziczek and Administrative Assistant Ruth Allen.

6:37 p.m.-A brief meeting of the Board was called to order by Mr. Johnson prior to the Special Town Meeting being held at 7 p.m.

- The Board reviewed the auditor's bill received from Michael Cicoria for \$1,452.50. Mr. Dziczek made a motion that the bill be placed on an emergency transfer to the Finance Committee; Mr. Brown seconded; all aye.
- Mrs. Allen reminded the Board about the Norfolk County Selectmen's meeting on March 31st at Pipinelle's. Mr. Dziczek said he could not go; Mr. Brown was not sure; and Mr. Johnson said he would.
- The Board acknowledged receipt of copies of two letters from Town Accountant Bob Brothers with reference to withholdings. Mr. Brothers, in conversation with Mr. Smith of the IRS, understands it would be a show of "good faith" to send a partial payment of \$750,000. The Board agreed with this.
- Mrs. Allen told the Board of Norfolk County Treasurer's office cooperation in sending a representative to Medway to help with bank reconciliations, etc.

6:45 - Mr. Dziczek made a motion that the meeting be adjourned; Mr. Brown seconded; all aye.

Respectfully submitted,



Mary Jean Fredette
Secretary

mj

Minutes of the Selectmen's Meeting

March 20, 1993

Present: Richard Brown and Joseph Dziczek.

Meeting called at order 9:05 a.m.

Representatives from FinCom, Library Trustees, Park Commissioners, Assessors, IDC and OEDP were present.

Discussed revolving accounts for both the Library and for Camp Sunshine

Library would like a revolving account to accept fine money to be used for automation expenses.

Camp Sunshine is sponsoring the construction of a building on Park property to be available for town use. They would like to use a revolving account to segregate money collected.

It was agreed that the Town Accountant should set up separate accounts within the Park Department revolving account to segregate funds intended for different purposes.

Park Department Commissioners discussed the recommendation to combine the highway and park department personnel.

- willing to go along with it.
- would like everyone to have a chance to debate the issues.
- would like a step increase for the two employees of the park department.
- If the town administrator form of government is voted the merger of these two departments is part of the new organization.

The FinCom representatives indicated that they are in the process of reviewing a draft of a proposal to merge the highway and parks departments. They pointed out that the proposal is sensitive to the needs of both departments and the needs of the employees. They also indicated that a combined budget was being proposed.

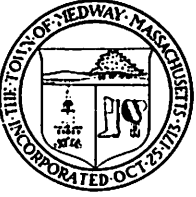
Boston Edison real estate taxes - Assessors

Mr H. Johnson informed us that he had requested and received an opinion from the DOR stating that the town cannot account for additional money as new growth. He also pointed out that if additional taxes for Edison is not new growth it would help to reduce the tax burden on the residential side.

Mr. H. Johnson further stated that he had come across a state law that required regulated industries to be assessed on the income approach.

It was agreed that representatives for the town should meet with Boston Edison and there should be a special meeting scheduled of concerned boards and committees to discuss this issue.

Meeting adjourned at 10:30 a.m.



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

Date: March 17, 1993

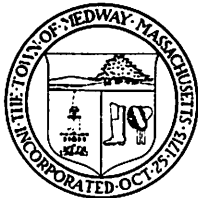
TO: Maryjane White
Town Clerk

FROM: Ruth Allen/mj *Ra*
Administrative Assistant

PLEASE POST

The Board of Selectmen will be meeting in Sanford Hall on Saturday, March 20th and March 27, 1993 at 9:00 a.m.

Also, the Board of Selectmen will be meeting at 6:30 p.m. on Monday, March 22, 1993 at Medway Middle/High School prior to the Special Town Meeting.



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

AGENDA

MARCH 15, 1993

- 7:00 p.m. - Open meeting; sign warrants; approve minutes of March 8, 1993 meeting.
- 7:05 - Library Trustees
re: Revolving Account.
- 7:15 - Nancy Taylor
re: Revolving Account.
- 7:30 - James Pockwince
re: Old Summer Street.
- 7:45 - Kelly Adler
re: update on C.I.P.C.
- - old business.
- - new business.
- 8:30 - Senator Magnani.

Present: Walter Johnson, Joseph Dziczek, Administrative Assistant Ruth Allen. Selectman Richard Brown was absent.

7:00 p.m. - Mr. Johnson called the meeting to order in the Selectman's Meeting Room 2 of Town Hall. The warrants were signed.

- With regard to the minutes of March 8th, Mr. Dziczek made a motion to accept them with one correction (clarification) of the paragraph where the Board had received a letter from the Department of Revenue. He wanted clarified that the Board had decided to keep the letter to themselves and review it next week; Mr. Johnson seconded; all aye.

7:03 - Several members of the Library Trustees came before the Board along with Library Director Philip McNulty concerning putting two articles on the annual town meeting warrant. Tom Carpenter spoke on behalf of the Trustees.

The first article was in reference to funds from Direct State Aid Grants be transferred to the Free Public Library Account. The second article was in reference to establishing a revolving fund. Mr. Carpenter elaborated on the second article stating that there had been a fine policy started and the hopes were that these fines would be used to fund participation costs in the Minute Man network. The cost of running the system was running at \$14,000 a year; the town's contribution has been \$4,500; they tried to raise the balance through fundraising. Now with the computer system in place, they can institute the fine policy which, so far, was about \$7,000.

Mr. McNulty said that the Trustees have to indicate where the money is going, from whom, what it is going for, and what the limit is on an annual basis. If there is an excess of \$10,000, it would go into the general revenue. Mr. Dziczek mentioned that the FinCom was trying to get a handle on revolving accounts. Mr. McNulty said he understood the law. He also indicated that costs have not risen because new members have joined the Minute Man network. Mr. Dziczek then suggested that extra money they would be getting from the revolving account should then reduce their budget by that amount. Mr. Carpenter told the Board that a large part of the funding they received was through the library incentive grant.

Judy Lessard stated that library patrons have told them that they would rather see the money go back into the library. She said that money for capital expenditures may have to go into state-mandated renovations, such as wheelchair ramp, etc. Town Accountant, Bob Brothers, did not foresee any problem at this end. Mrs. Lessard said they preferred to see an article put on the town meeting warrant so that the town could decide.

Mr. Dziczek expressed the opinion that other revenue-producing departments may feel the need also to establish a revolving account. He stated that the Selectmen and the FinCom were meeting on Saturday, and maybe they could discuss

the revolving accounts so that a decision can be reached by March 22nd. Mrs. Lessard said that a while back, the ambulance and emergency medical services was brought up, and the question of why can't they have a revolving account so that they did not have to ask for extra money at the special and annual town meetings. Mr. Dziczek indicated then that the Selectmen get criticized for putting all the articles on the warrant so that the people could decide. Mr. Dziczek made a motion to hold off on a decision until March 22nd when Mr. Brown returns; Mr. Dziczek seconded; all aye.

- On another matter, Mrs. Lessard said that it is approaching one year since the Trustees asked about the status of the old Cole Library and in turn, the Selectmen were to ask Town Counsel about the lifting of restrictions on the deed. She asked where the issue stood? Mrs. Allen said Town Counsel has told her he is working on it, but it is not a priority. Mr. Dziczek asked that Mrs. Allen get a written response on this from Town Counsel. Mrs. Lessard suggested giving him a deadline. Mr. Johnson said he would check with Town Counsel as well and suggested a 30 days deadline.

- 7:30 - Nancy Taylor of Camp Sunshine and Park Commissioner Ellen Gove came before the Board to discuss a revolving account for the deposit of donations for the new building at Choate Park. She said that once the money is gone, the account is gone. They are estimating the cost of the building is \$30,000 for the cost of the material; the labor would be free. Mrs. Gove said that originally they were going to add on a second floor, but that cost would have been \$80,000. The hope is to have it completed by this time next year. Mr. Dziczek made a motion that this be discussed as well on Saturday so that a decision could be reached by March 22nd; Mr. Johnson seconded; all aye. Mr. Dziczek asked that they come to Saturday's meeting.

- 7:40 - Jim Pockwince of Old Summer Street came before the Board with a request to make Old Summer Street two-way again instead of one-way as it is now. He stated it used to be two-way except for the past couple of years.

Chief Lambirth, who was in attendance, mentioned that he and the Safety Officer have thought of a "do not enter" sign being put at the north side of Old Summer Street, or maybe changing the end of Old Summer Street to include a right angle at Ardmore Circle. Mr. Pockwince stated that most of those residents who wanted it one-way at that time want it two-way now, and suggested putting a "no thru traffic" sign instead. Mr. Dziczek felt that some thought can be put into this while the Main/Summer/Village Street intersection is being completed. The Chief felt this was something that maybe our Highway Department could do. Officer MacDougall, who was also present, said when the new intersection is completed, people will take a shortcut up Old Summer Street, but if Ardmore Circle is corrected, the problem may be solved.

Mrs. Allen asked if the extending of Ardmore Circle could be

done on town property? Mr. Pockwince said no, but the owner could sell it to the town. Mrs. Allen stated that is money that has not been appropriated and an additional expense. Chief Lambirth said it could be a taking. Mr. Dziczek asked that the Chief put a recommendation in writing to the Board, and to also get something from Officer Bates and the neighbors. Mr. Johnson asked if possibly the Norfolk County Engineers could help. Mrs. Allen said the Assessors maps can be looked at for boundaries. Mr. Pockwince asked if at least the one-way sign could be taken down and a "no thru traffic" sign put up. Mr. Dziczek made a motion that the "one-way" sign be taken down and changed to "no thru traffic" at the north end of Old Summer Street; Mr. Johnson seconded; all aye. The Chief suggested still writing to Norfolk County Engineers for help too.

- 7:55 - Kelly Adler, chairperson of the CIPC, came before the Board to go over preliminary figures for capital expenditures for FY'94 and beyond to show what the committee had been doing. She indicated those capital items may total over \$400,000. She stated that the CIPC's next meeting would be on March 23rd, and they would try to prioritize those expenditures but the committee needs to know what articles have been submitted to determine what the most important needs of the town are. The Board agreed with David Verdolino, who was present, that they can vote on this issue on the 29th and discuss it with CIPC and the FinCom on Saturday, the 27th. Mr. Dziczek requested that Mrs. Adler try not to give the perception to some that an expenditure would not be approved.
- 8:05 - Jane Lanzoni, a resident, asked that the Board consider an article for the town meeting warrant on non-criminal disposition, as per Chapter 40, Section 21D. She came to be recorded in the minutes that she was in favor of pursuing this article to be included on the warrant, and to pursue that Town Counsel gets the article written in time for the warrant. The Board assured her they will hear from Town Counsel by the 19th.
- 8:10 - Mrs. Allen gave the Board an automatic amusement license for Corner Pizza who were requesting a license for two more machines. Mr. Dziczek asked that Mrs. Allen check with the Police Chief to see if there were any problems known to them with Corner Pizza. A decision will be made on March 22nd.
- Mr. Johnson signed a form indicating that Diarmuid Higgins and Fred Sibley would be looking for surplus material through the State. She indicated they still look for grants.
 - The Board acknowledged:
 - a letter from DEP on Innovative Coatings concerning non-compliance of hazardous materials, and their subsequent notation that they had since complied.
 - the minutes of the Millis Consortium meeting of January 27th.
 - a letter from Paul Wilson which they will take home and

review.

- a letter from the Park Commissioners inviting the Board to their meeting on March 18th. Mr. Dziczek said he was going.
- a letter from the Local Election Districts Review Commission indicating the re-division of town precincts were acceptable to the State.
- a letter had been sent to all boards, commissions and committees inviting them to the All Boards Meeting on April 12th.
- the minutes from the Norfolk County Advisory Board of their meeting of February 17th, as well as the case of Robert D. Hall vs. the Norfolk County Advisory Board.
- notification of the SWAP meeting and draft from MAPC for the transportation Metro Plan 2000.
- receipt of the franchise check for \$1,283 from Cablevision which reflects 50 cents on each subscriber times 2566 subscribers.
- Mr. Johnson signed the Civil Service list for the Department of Personnel Administration.
- notification of the Norfolk County Selectmen's Association meeting on March 31st at Pipinelle's. Mr. Johnson said he was going.
- a letter from Chief Lambirth stating that he feels the Lieutenant's position should not be part of the FY'94 budget.
- a letter from the Library Director indicating that \$640 had been donated to the library as part of a new subscriber program.
- a letter from Mirick, O'Connell, DeMallie & Lougee on the new requirements for information to be included in personnel records which becomes effective March 23, 1993.
- Mrs. Allen asked, with reference to a previous discussion, should the Board request Town Counsel to put the bonding company on notice? Mr. Dziczek made a motion to request Town Counsel contact the bonding company and put them on notice; Mr. Johnson seconded; all aye.
- Mr. Dziczek brought up the article that appeared in Sunday's West Weekly of the Boston Globe. He stated now that the report has been made public, did Mr. Johnson have any concerns? They were going to give the FinCom the figures later, but if Mr. Johnson had no concerns, they could make the report available to some people, not to everyone, to help with estimates, etc.; therefore, the Board could vote to release the report tonight or wait until Saturday.

Mr. Johnson stated that Robin Gelbwachs of the Milford Daily

News had asked him about releasing the report, but he had told her the Board had not discussed it yet, so he had contacted Town Counsel. Town Counsel had said it was public record and said she should make a formal request in writing, and it would be turned over to her within ten days, but Ms. Gelbwachs had called the Department of Revenue and they had faxed it to her.

Mr. Dziczek made a motion to release the report; Mr. Johnson seconded; all aye. Mr. Dziczek stated he was quite disturbed that the report was released. Mr. Johnson agreed. Mr. Dziczek further stated that if an employee of the town did release the report, he would be ready to take action on that person. He said this would be placed on the agenda for discussion on Saturday.

Dennis Hayes, who was present, asked if the Board had called DOR and asked them not to release it? Mr. Johnson said later on, after Ms. Gelbwachs had called him and told him the DOR had released it, he had called Town Counsel - what can be done, it was public then.

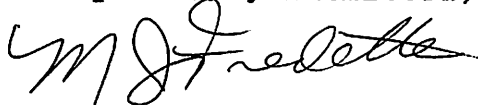
- Mr. Hayes asked if Town Counsel had been asked to review the sidewalk account for any implications from it? Mrs. Allen stated she had asked him on Friday, and he has not heard anything. Mr. Dziczek said that Mrs. Allen was looking for any liabilities ahead of time.
 - Debbie Rund, who was present, asked what is being done to ensure that what happened in the Treasurer's Office doesn't happen again? Mr. Johnson said he hoped that at election time, the Town Administrator position will pass - that was the first step, you can't guarantee anything. Ms. Rund said then there was never a procedure. Mrs. Allen stated there are procedures in place now. Mr. Johnson agreed saying the DOR has helped set up the procedures. Mr. Dziczek added that the DOR will help train the new Treasurer/Collector.
 - Mr. Verdolino, at this time, gave a communication to the Board stating it was from the chairman and vice-chairman of the Finance Committee. He stated the communication was confidential and up to them if they deem it appropriate. He said the communication was moot if they get a copy of the report from the DOR. Mrs. Allen gave Mr. Verdolino a copy of the interim report at this time.
- 8:30 - State Senator David Magnani came before the Board and formally introduced himself. He stated that his local contact for Medway would be Caren Carew of 18 High Street (phone 533-5868) indicating this was the a procedure he wanted to establish in each town - an immediate contact for residents. He said to Mrs. Allen he would be willing to meet with department heads to discuss state projects and state reimbursements owed. His office hours are once a month and he had a 24-hour access phone line. He said he would also be asking people to represent him at different meetings, since he did not think he would be able to attend each and every meeting that he feels he should be aware of. He asked that

copies of applications for grants be sent to him, indicating "FYI only" so he would be on alert for what the towns are anticipating. He indicated that he would also be meeting with local Representatives Gardner and Ranieri. He gave his two phone numbers: 617-722-1640 and the district # of 508-875-0887. He expressed the desire to be aware of what is going on, and to try and get out a 6-month status report.

- Mr. Dziczek said he would be looking at the Rojee decision that was recently made. Allan Osborne, who was present, said he did not like the harassment he was getting on some of the ZBA decisions made, and in particular, from one of the Selectmen.

8:45 - Mr. Dziczek made a motion to adjourn the meeting; Mr. Johnson seconded; all aye.

Respectfully submitted,



Mary Jean Fredette
Secretary

mj

PRELIMINARY CAPITAL REQUEST SUMMARY
 Nov-02/11.86

Dept/ Priority	Department and Items	Total Estimated Expenditures	Capital Budget FY 1994		CFO Recommended	Capital Program Town Meeting Years					Later	
			All Years Requested	Dept Requested		FY95	FY96	FY97	FY98			
EMERGENCY MEDICAL SERVICES:												
No requests												
FIRE DEPARTMENT:												
1	Rescue vehicle	75,000		75,000				0				
	Replace Ford 750 pump	0						0				
	Replace Dodge 500 Pump	0						0				
	Replace fire chief car	0								0		
HIGHWAY DEPARTMENT:												
1	Sidewalk plow/mower	80,000		80,000								
2	Dump/plow/sander truck	80,000		80,000								
3	Backhoe	80,000		80,000								
	Replace 1-ton dump/plow	25,000			25,000							
	2 1/2 c.y. loader	75,000			75,000							
LIBRARY:												
1	Renovation	388,000		18,000	50,000		300,000					
	Paint Cole library	7,500		7,500								
MUNICIPAL BUILDING COMMITTEE:												
1	Town Hall renovation - architectural design	20,000		20,000								
PARKS:												
1	One ton dump with plow	28,000		28,000								
2	Large capacity sprinkler	5,000		5,000								
3	Loam screen	54,000			54,000							
4	Tennis court rehab - Choate	15,000			15,000							
5	Small capacity mower	5,000			5,000							
6	New soccer field - Choate	0						0				
7	Medium capacity mower	25,000										
8	New office/storage space	100,000										
	Reconstruct Oakland field	20,000						100,000	20,000			
	Rehabilitate Choate Pond	0							0			
	Purchase additional land	0							0			
POLICE DEPARTMENT:												
1	Communication System	150,000					150,000					
RECYCLING COMMITTEE:												
1	6,200 curbside bins	15,200		15,200								

PRELIMINARY CAPITAL REQUEST SUMMARY
As of 12/15/88

Dept/ Priority	Department and Items	Total Estimated Expenditures	Capital Budget FY 1994		Capital Program Town Meeting Years										
			All Years Requested	Dept Requested	CPC Recommended	FY95	FY96	FY97	FY98	FY99	Later				
	SCHOOL DEPARTMENT:														
	Risograph Duplicators--all	30,000		30,000											
	Flood drain pumps--all	23,200		23,200											
	Upgrade plumbing--Burke	10,000		10,000											
	Bus Access Road--MS/HS	6,000		6,000											
	Carpets/drapes/blinds etc.	30,000		6,000		6,000		6,000		6,000					
	Modular classrooms--Burke	100,000				100,000									
	Mower/snow plow--Burke/MS/HS	12,000				12,000									
	Air compressor--Burke/MS/HS	7,100				7,100									
	Cafeteria tables--MS/HS	5,200				5,200									
	Stage/Classroom light--MS/HS	5,000				5,000									
	Water heaters--MS/HS	6,000				6,000									
	Upgrade heating--all	11,000													
	Outside doors--all	47,000													
	Ventilating system--MS/HS	30,000													
	Gym divider door--MS/HS	8,000													
	Intercoms--MS/HS	6,900													
	Windows--Burke	17,000													
	Modular Classroom--MS/HS	100,000													
	Repoint Burke	8,000												9,000	
	Pave parking--North/MS/HS	15,000												15,000	
	New locks--MS/HS	8,000												8,000	
	Lockers--MS/HS	10,000												10,000	
	Auditorium A/C--MS/HS	17,500												17,500	
	Security alarms--MS/HS	8,000												8,000	
	Double oven--MS/HS Cafe	8,000												8,000	
	WATER/SEWER DEPARTMENT:														
	New water mains	200,000		200,000 *											
	Paint Lowering Street tank	100,000		100,000 *											
	GMC one ton truck	20,000													
	One ton utility truck	25,000								25,000					
	Purchase land/move ops	170,000													
	Potential DEP mandates	350,000													
	New well--Adams/Summer St	250,000													250,000
	New tank--Summer St	300,000													300,000
	SUBTOTAL	3,128,600		743,900	0	365,300	773,900	248,000	97,500					0	550,000
	PERMANENT SCHOOL BUILDING														
	New Elementary School														
	TOTAL	3,128,600		743,900	0	365,300	773,900	248,000	97,500					0	550,000

* (325,500)
418,400
not including any
for new school

Minutes of the Selectmen's Meeting

March 13, 1993

Present: Walter Johnson, Richard Brown and Joseph Dziczek.

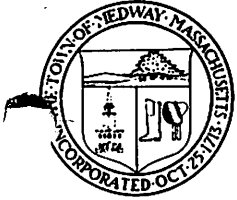
Meeting called at order 9:15 a.m.

IDC representative John Dronzek and Scott Guyette discussed the need for water in Alder St to attract businesses to the industrial area.

A discussion of the funding options as well as the benefits of the project were discussed.

Water Board, FinCom, IDC, Assessors and Selectmen voiced their support for the project.

Meeting adjourned at 10:30 a.m.



BOARD OF SELECTMEN

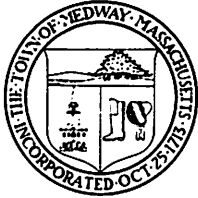
155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

DATE: March 9, 1993

TO: Maryjane White
Town Clerk

FROM: Ruth Allen/mj *(signature)*
Administrative Assistant

Please post that the Board of Selectmen will be meeting on
Saturday, March 13, 1993 at 9:00 a.m. in Sanford Hall at Town
Hall.



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

AGENDA

MARCH 8, 1993

- 7:00 p.m. - Open meeting; sign warrants; approve minutes of March 1, 1993 meeting.
- 7:01 - *Treasurer/Collector's Office*
- 7:05 - Public Hearing - Boston Edison
re: Main Street.
- 7:15 - Walter (Dusty) Lardin
re: Norfolk Mosquito Control letter.
- 7:30 - Eric Gundel
re: Kiewit Eastern revised site plan
- 8:00 - C.R.P.C.D.
- - old business.
- - new business.

Present: Walter Johnson, Richard Brown, Joseph Dziczek, Administrative Assistant Ruth Allen.

7:00 p.m.-Mr. Johnson called the meeting to order in the Selectmen's Room 2 of Town Hall. The warrants were signed. Mr. Brown made a motion to approve the minutes of the March 1st meeting; Mr. Dziczek seconded; all aye.

7:01 - Bob Brothers, Town Accountant and Michelle O'Donnell, Acting Assistant Treasurer/Collector came before the Board. Mr. Brothers explained how the staff of the Treasurer's office was continuing to sift through material stored outside of the office last Friday. They continued the search today, and found the general ledger that had been missing for almost a year inside a box with other papers on top of it. Mrs. O'Donnell said she immediately notified the Police Department and the Department of Revenue. Mrs. O'Donnell stated that the boxes had been placed there prior to November of last year.

7:05 - Mr. Brown read the notice that appeared in the paper for Boston Edison's petition for conduit off of pole 20/7A on Main Street. There were no residents in opposition. Mr. Brown made a motion that the petition be granted; Mr. Dziczek seconded; all aye.

Mr. Higgins mentioned that there was a pre-construction meeting scheduled for March 19th at 10 a.m. at the Town Hall, with a snow day of March 23rd. He indicated they hope to start construction the second week of April. Mr. Higgins said he would advise nearby Bellingham of the situation.

7:10 - Walter (Dusty) Lardin came before the Board on a couple of matters. First, he wanted to make sure that road repairs would be kept in mind with the FY'94 budget. Secondly, that the letter he had received from Norfolk County Mosquito Control was not the first step in the dumping of excess water from Cottage Street into Chicken Brook. Mr. Higgins that he had sent the letters on their behalf, and that they are widening, deepening and cleaning the brook out because of the storm damage and to prevent the accumulation of mosquitos in the brook. The Board confirmed that this has nothing to do with the water from Cottage Street. Thirdly, Mr. Lardin mentioned that the abutters have been trying to buy the property Owen Keenan was trying to sell to the town. Mr. Lardin mentioned that Mr. Keenan's plan differed from Mr. Lardin's, and that part of the property Mr. Keenan wants to sell to the town is actually part of Mr. Lardin's property. He will be pursuing the issue.

7:20 - Mr. Higgins mentioned the problem he was having with one of his trucks' transmission. It will be low-bedded to Holliston for repair. Mr. Higgins also spoke about the storm-related work his men had recently done. He informed the Board that Engine 4 was also out of service and awaiting parts. Mr. Higgins mentioned many of the men had, off and on, been out sick.

Mr. Dzialek mentioned the Recycling Committee's need for assistance from the Highway Department for a front end loader to put brush in the tub grinder. Mr. Higgins said the front end loader could be used, but Medfield's equipment would be better, and he is working to that end.

7:30 - Eric Gundel of Kiewit came before the Board with a revised site plan. He said he had gone over Mike Ferrault's six recommendations, and felt they had been addressed. This included parking, dumpsters, grading, fire hydrants, and changes in the swail. Two copies of the plan and the mylar were signed by the Board. Mr. Gundel said he would advise the Board when various milestones had been reached so that they could view the different stages.

8:00 - Paul Wilson, Paul DeSimone and Bob McRae of CRPCD came before the Board to discuss the flow formula. Mr. Johnson requested the meeting because he had heard that Millis had felt they were being overcharged and so installed a meter which should reduce their cost, but increase Medway's cost.

Mr. DeSimone stated that the District has used a certain formula for assessment which has been acceptable thus far, that being 90% Franklin and 10% Medway. He felt the Board should sit down with Franklin's council and come up with a settlement - this has been said before, but not done.

Mr. McRae presented to the Board an O & M Cost Allocation, which showed the original agreement on Table I, a corrected allocation on Table II, and a proposed agreement amendment on Table III (copy attached).

Mr. Brown felt some compensation should be due Medway for having the plant in Medway, and for helping to break down the waste before it got to the treatment plant. Mr. DeSimone said the location of the plant was picked out by DEP, but Mr. Brown said we don't collect any taxes on the District either. Mr. DeSimone said, however, that the more customers they service, the lower the cost is to each town. Mr. Brown still felt there could be a fair and equitable agreement reached.

Mr. Wilson felt that Franklin and Medway are the only partners, and that the other towns are customers. They have no say in how the matter is taken care of. He said he and Mr. DeSimone represent the District, not the Town of Medway, and they act for the DEP & EPA.

Mr. Brown said the District will have to eventually pre-treat the four towns' industrial areas in the form of an amendment. Again, Mr. Wilson said Franklin and Medway will have to work together and decide how to handle it. Mr. Brown said, no, it was the District's problem. Mr. DeSimone felt there were hidden benefits for the way the District is operating now.

Mr. McRae agreed that if the formula was changed, Medway and Franklin would go up, and Millis down; but if the formula is not changed, Medway would go up even more. When asked about the difference, Mr. DeSimone said maybe \$35,000 shared by

Franklin and Medway. Mr. Dziczek felt that Franklin was growing faster than Medway, and should shoulder more of the cost.

It was understood that the District is similar to an intermediary, but they would get back to the Town with what occurs at a meeting they are having this Thursday afternoon. Mr. Brown assured them that the Board of Selectmen are a very positive and open-minded Board. It was noted that CRPCD was 20 years old this evening. Mr. Wilson said he believed that first Franklin and Medway come to an agreement, and then it goes to Town Meeting. Mr. McRae stated, for the record, that December was the highest month ever with infiltration with 800,000 gallons per day compared to the usual 300,000 gallons per day during this time period.

Mr. Wilson said they were receptive to a new formula that was fair and equitable, and to enter into negotiation for that purpose, and looked to the Board for that vote.

Mr. Brown made a motion to go into negotiation with the Town of Franklin to come up with a new formula that was fair and equitable to both towns; Mr. Dziczek seconded; all aye.

- Mr. DeSimone said the Board would be getting an invitation soon for the Norfolk County Selectmen's meeting to be held on March 31st at Pipinelle's.

8:58 - Ronald Rivkin stopped by to ask the Board about town sewerage on Holliston Street near the VFW, and his desire to petition that it be done.

9:00 - Mrs. Allen said she had to annually establish a compensation plan for the existing classification plan as Personnel Director, and asked the Board if there was to be any percent of increase for non-union personnel? The Board said no.

- Mr. Brown brought up a recent Job Classification Review Board meeting, wherein the members agreed that there should be a "Grade A" for temporary and full-time summer help, election workers, etc. They also felt that the Police Chief, Fire Chief and Crossing Guards should be on a grade and step. Mrs. Allen will work on that.

Mr. Brown mentioned that if approval is granted for one merit increase, everyone else would be coming to the JCRB as well, and if an increase is granted subject to funding, the FinCom could fight it as well. Mr. Brown said the JCRB recommended suspending FY'94 merit increases. Mr. Dziczek said he would be in favor of a one-time bonus pay if certain individuals have gone above and beyond their respective jobs.

Mr. Brown made a motion to keep the salary schedule for FY'94 the same as for FY'93, except to add a Grade A for part time and full time temporary summer help, etc.; Mr. Dziczek seconded; all aye.

Mr. Brown made a motion to suspend merit increases for FY'94,

as included as personnel policy #7-4; Mr. Dziczek seconded; all aye. Mr. Dziczek was assured that with the few additions to be made, everyone in town that is non-union would be on the salary schedule. Mrs. Allen will check on summer help, such as custodians, at the high school.

- The Board signed the live entertainment license and Sunday entertainment license for Sabina Doyle's, previously approved at last week's meeting.
- The Board reviewed the latest bill received from Michael Cicoria for \$47.50, which included the copying of material for Frank Burke.
- Norfolk County Retirement Board's letter was noted with an early retirement incentive workshop on March 24th in Dedham. Mrs. Allen said she and Town Accountant Bob Brothers would attend.
- A letter from General Code Publishers Company was noted giving a proposal for codifying the Town of Medway's legislation for a total of \$8,000 which would take about 12 months to complete.
- A bulletin from the MMA giving sample resolution language for their efforts on removing the cap on lottery funds for cities and towns, and increasing the municipal share of the state gas tax revenue was noted.
- The Board discussed the letter received from Michael Cicoria concerning the start of the audit. Mrs. Allen said that the DOR is looking for a waiver from the Commonwealth of Massachusetts and the Federal Government on an audit at this time.

Mr. Johnson asked about the DOR mentioning to Town Counsel that it might be a good idea to get in touch with the bonding company regarding Treasurer/Collector bonds. Mrs. Allen said that the DA had contrary advice to that.

- Mr. Brown made a motion to approve a common victualler license for Anne's Market II; Mr. Dziczek seconded; all aye.
- Allan Osborne spoke with the Board about parking at Gould's Plaza since there will be a petition before them soon for a 150 seat restaurant.
- Mr. Brown made a motion to approve an automatic amusement license for Brad Curri van d/b/a Corner Pizza for a video arcade machine for weekdays only; Mr. Dziczek seconded; all aye.
- It was noted that the Norfolk County Commissioners were holding a public hearing on March 24th for the FY'94 county budget.
- The Building Inspector's monthly report for February was acknowledged.

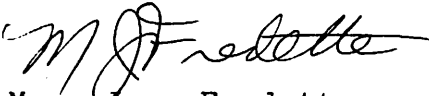
- A letter from the United Chamber of Commerce was acknowledged for the Board's willingness to discuss changes to the Zoning By-laws.
- The Board acknowledged Highway Superintendent Diarmuid Higgins' typed report on priority projects.
- Mrs. Allen mentioned that Mr. Pockwinse was scheduled to come before the Board next week with regard to his letter on Old Summer Street.
- The Board signed the warrants for the Special Town Meeting on either March 16th or March 22nd.
- The Board acknowledged the letter from the American Red Cross on their volunteer recognition night on March 25th. The Red Cross was appreciative to all who helped out with the fire at Mahan Circle.
- Mrs. Allen noted that there had been no response from the Town Clerk for the Board's request on clarification of the non-posting of the "informal" meeting of the FinCom.
- Mrs. Allen gave the Board the Industrial Development Commission's information in preparation for the Special Town Meeting article.
- Mrs. Allen reminded the Board of the Park Commission's meeting on March 18th.
- Mrs. Allen asked the Board if they had any reply to the FinCom's letter of February 28th? The Board said it would be discussed at another time.
- Mr. Brown asked that Mrs. Allen post a meeting for the Board for Saturday, March 13th at 9:00 a.m., and to also invite the FinCom, the Assessors, Water/Sewer, and the IDC to discuss the Alder Street water project on the Special Town Meeting warrant; the Boston Edison issue; and to also talk about Board priorities. Mr. Brown also said that he was awaiting a report from Tucker Reynolds on town hall budgets.
- The Board had received a copy of the MMA legislative bulletin, and Mr. Dziczek asked that copies be sent to the School Department, Water/Sewer and the Board of Health for their information.
- Mr. Dziczek asked how the situation with the sidewalks and Molinari was progressing; and to get a list of potential liabilities so that financing could start to be determined.
- The report from the Torrent Fire Station Study Committee was reviewed. After looking it over, it was felt that the Community Church had the best solution, and the Board asked that they be put on a future agenda to discuss.
- It was noted that the Board of Health and the Recycling Committee were having a joint meeting on curbside pickup on

March 11th. Mrs. Allen said she would be going as Procurement Officer.

- Mr. Johnson asked about the deadline for the elevator plan to be put in place, and Mrs. Allen said it was July 1, 1994.
- The Board asked about gas credit cards, and Mrs. Allen said she and Mr. Higgins were working on getting the forms filled out.
- Mrs. Allen asked the Board about the checks that were deposited and returned. Was it the Board's wish to ask the people to make good on them; they did. She felt that they had to have been written off, or another check was written.
- The Board reviewed the faxed letter from the Department of Revenue. Since they had just received it this evening, they felt there was too much to digest at this time, and would read it on their own. *
- Mr. Dziczek suggested an All Boards Meeting be held so that the financial picture could be discussed prior to Town Meeting; the possible cutting back of hours of employees; and the rotation of various employees within departments. Mrs. Allen would set the meeting up.

10:20- The meeting was adjourned.

Respectfully submitted,



Mary Jean Fredette
Secretary

mj

* amendment 3/15/93 - correction -

Mr. Dziczek further clarified that the Board stated they wanted to keep the letter to themselves to review & discuss next week.

TABLE I: O & M COST ALLOCATION - ORIGINAL AGREEMENT

O & M EXPENSE	TOTAL in %	FLOW	COST ALLOCATION in PERCENT				TOTAL PHOSPHORUS 9
			BODS 209	TSS 184	AMMONIA NITROGEN 30		
SALARIES	100.0	39.0	21.0	20.0	12.0	8.0	
POWER	100.0	53.0	20.0	2.0	23.0	2.0	
CHEMICALS	100.0	8.0	13.0	38.0	30.0	11.0	
MAINTENANCE	100.0	18.0	15.0	2.0	29.0	36.0	

TABLE II: O & M COST ALLOCATION - CORRECTED

O & M EXPENSE	TOTAL in %	FLOW	COST ALLOCATION in PERCENT				TOTAL PHOSPHORUS 8
			BODS 235	TSS 290	AMMONIA NITROGEN 5		
SALARIES	103.0	39.0	23.5	31.4	2.0	7.1	
POWER	84.1	53.0	22.4	3.1	3.8	1.8	
CHEMICALS	97.0	8.0	14.6	59.7	5.0	9.8	
MAINTENANCE	74.8	18.0	16.8	3.1	4.8	32.0	

TABLE III: O & M COST ALLOCATION - PROPOSED AGREEMENT AMENDMENT

O & M EXPENSE	TOTAL in %	COST ALLOCATION in PERCENT				
		FLOW	BOD5 234	TSS 289	AMMONIA NITROGEN 5	TOTAL PHOSPHORUS 8
SALARIES	100.0	38.0	23.0	30.0	2.0	7.0
POWER	100.0	63.0	27.0	4.0	4.0	2.0
CHEMICALS	100.0	8.0	15.0	62.0	5.0	10.0
MAINTENANCE	100.0	24.0	23.0	4.0	6.0	43.0

Minutes of the Selectmen's Meeting

March 6, 1993

Present: Walter Johnson, Richard Brown, Joseph Dziczek.

opened meeting 9:15 a.m.

9:16 a.m. went into Executive Session

Present: Walter Johnson, Richard Brown, Joseph Dziczek, Sergeant Robert Saleski and Officer Gerald Tracy. Officer Kevin Brennan was unable to attend.

Article XIX - No change

Article XX - Clarification requested (A)(4) Annual Credit Premium shall be considered earned in full on July 1st of each year. It was noted that we currently have 2 officers with associates degrees, 3 officers with bachelors degrees and no officers with masters degrees.

Article XXI - No change

Article XXII - No change

Article XXIII - No change

Article XXIV - A change is requested to add the category retirement to the examples of ways an officer can be considered terminated. The change does not seem to clarify the situation. In fact it is more confusing. If the intention was to clarify the handling of the Earned Credit Premium at the time someone terminates (retires, resigns or is discharged), it should be allowed to stand on its own as per article XX and should not be included in a sentence that discusses pro rata portions of benefits.

Article XXV - No changes

Article XXVI - No changes

Article XXVII - No changes

Article XXVIII - No changes

Executive Session was adjourned at 11:00 a.m.

11:20 meeting with FinCom representatives

The group discussed communications and priorities. It was concluded that the four major areas of concern are:

- 1) Alder Street water line
- 2) Edison Taxes - Assessors
- 3) Town Administrator - May ballot
- 4) Combine - Highway & Park personnel

Alder Street - we discussed funding options and how to approach the upcoming special town meeting.

Assessors - Agreed to invite assessors to a meeting to discuss Edison

property taxes.

Everyone agreed that the acceptance of the administrator form of government was important to the future development of the town. We agreed to prepare three communications: a) list of commonly asked questions and answers.

b) Statement outlining the selection process and required qualifications.

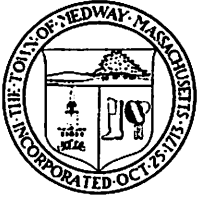
c) Outline how a transition would work.

Some people thought it was important to make a statement that we have no preselected candidates for the job and that Jeff Nutting is not a candidate.

The discussion of combining the highway and park personnel was tabled until the Park commissioners were present.

Mr. Reynolds indicated that he was preparing a town hall budget report which discusses cooperation of departments, including comments on merging the highway and park departments. Mr. Reynolds indicated that he would present the report to selectmen for comment before presentation to the full FinCom.

Meeting was adjourned at 12:15



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

DATE: March 2, 1993

TO: Maryjane White
Town Clerk

FROM: Ruth Allen/mj *(ja)*
Administrative Assistant

PLEASE POST

The Board of Selectmen will be meeting on Saturday, March 6, 1993 at 9:00 a.m. in Sanford Hall at Medway Town Hall for the purpose of Police negotiations.

Received _____ Date _____



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

AGENDA

MARCH 1, 1993

- 7:00 p.m. - Open meeting; sign warrants; approve minutes of February 22, 1993 meeting.
- Budget Hearings:
- 7:05
- Highway
 - Traffic Signals
 - Snow Removal
- 7:25
- Gas Inspector
- 7:30
- Sealer of Weights and Measures
- 7:35
- Board of Selectmen
 - Town Hall
 - Annual Town Report
 - Insurances
- 8:00
- Tom Pavlick
re: the Town paving the remainder of Center Street where he is building a house.
- 8:15
- Richard Flaherty, Pres., Medway Teachers Assoc. and Ann Dubris, Mass. Teachers Association
re: withholdings and interest.
 - Review revised Site Plan for Kiewit.
 - Discuss Torrent Fire Station Study Committee's report.
 - old business.
 - new business.
- 9:00
- Executive Session.
Police Association - negotiations.

Present: Walter Johnson, Richard Brown, Joseph Dziczek and
Administrative Assistant Ruth Allen.

7:00 p.m. - Mr. Johnson called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. The warrants were signed. Mr. Brown made a motion to approve the minutes of February 22nd with two corrections: 1) that Mr. Brothers salary budget would be changed to reflect a step increase being received in FY'93; and 2) change "Mr. Owen's letter" to "Mr. Owen Keenan's letter"; Mr. Dziczek seconded with corrections noted; all aye. Mr. Brown made a motion to approve the executive session minutes of February 22nd; Mr. Dziczek seconded; all aye.

- Mr. Brown made a motion to open the Annual Town Meeting warrant this evening and close it on March 19th; Mr. Dziczek seconded; all aye.
- Mr. Brown made a motion to open and close a Special Town Meeting warrant for one item for water mains on Alder Street. Mr. Dziczek asked how it would be financed, and Mr. Brown said this will be discussed with the Finance Committee between now and then. On that, Mr. Dziczek seconded the motion; all aye. The Board will try for either March 16th or March 22nd.
- Mrs. Allen reminded the Board that Mark Nardone of EOCD would be coming to Medway on March 9th at 10 a.m. at the Town Hall to discuss grant possibilities with the Alder Street water situation.
- Budget hearings.

- 7:10 - Diarmuid Higgins came before the Board with various highway budgets.
- DPS/Highway. Mr. Higgins mentioned the increase in repairs and maintenance was due to the extra removal of hazardous waste that needed to be done, and might again have to be done in FY'94. Mr. Higgins explained that the Highway Department is the central collector of oil, etc. The Board asked if Schultz, where Highway gets their oil, could remove the used oil - this will be checked on. Mrs. Allen also mentioned that it would be helpful for billing purposes if vehicle maintenance could be pooled for all vehicles and departments. Mr. Higgins mentioned the long-range goal of adding on to the highway garage. Mr. Brown made a motion to approve the budget of the DPS/Highway for salaries level-funded of \$211,973; and expenses increased to \$76,986 with the recommendation that Mrs. Allen send a letter to the Finance Committee to check the pooling of vehicle maintenance; Mr. Dziczek seconded; all aye.
 - Snow Removal. This account has been the same for many years as it is not known how high or how low expenses could run. Mr. Brown made a motion to approve the Snow Removal salaries budget of \$13,000; and expenses of \$40,000; Mr. Dziczek seconded; all aye. Mrs. Allen mentioned new forms have come

in for reimbursement on snow removal for the blizzard in December that she, Mr. Higgins and Chief Vinton will review.

- Road Repairs. Mr. Higgins noted that this account includes catch basin cleaning and line stripping. Mr. Brown made a motion to approve the Road Repairs expenses budget of \$27,000; Mr. Dziczek seconded; all aye.
- Traffic Signals. Mr. Brown made a motion to approve the Traffic Signals budget for expenses of \$2,000; Mr. Dziczek seconded; all aye.
- 7:35 - Gas Inspector Bob Coakley came before the Board with his budget. Mr. Brown made a motion to approve the Gas Inspector's budget of \$150 for expenses; and \$2,000 for inspection fees; Mr. Dziczek seconded; all aye.
- 7:40 - Sealer of Weights and Measures Scott Guyette came before the Board with his budget. Mr. Brown made a motion to approve the Sealer of Weights and Measures budget of \$50 for expenses; and \$215 for stipends; Mr. Dziczek seconded; all aye.
- 7:41 - Mrs. Allen spoke with the Board about various budgets.
- Board of Selectmen. As it was level funded, Mr. Brown made a motion to approve the Board of Selectmen's salaries budget of \$58,344; and expenses of \$6,900; Mr. Dziczek seconded; all aye.
- Town Hall. Mrs. Allen mentioned that salaries were lower because the custodian is working an hour less per day at town hall. Mr. Brown made a motion to approve the Town Hall salaries budget of \$12,675; and expenses of \$24,544; Mr. Dziczek seconded; all aye.
- Annual Town Report. Mr. Brown made a motion to approve the Annual Town Report budget of \$1,000; Mr. Dziczek seconded; all aye.
- Street Lighting. Mr. Dziczek asked about turning off some lights, and Mrs. Allen explained that the Town has not installed any new lights. Mr. Brown made a motion to approve the Street Lighting budget of \$80,000; Mr. Dziczek seconded; all aye.
- Other Insurance. Mrs. Allen mentioned that insurance for FY'93 was \$215,000 but that by going out to bid, we should anticipate a savings and would only have to appropriate \$172,000. Mr. Brown made a motion to approve the Other Insurance budget of expenses of \$172,000 and \$5,000 for Municipal Property insurance; Mr. Dziczek seconded; all aye.
- Mrs. Allen brought up the revised Town Accountant's budget for review. (The Board had asked Mr. Brothers to revise his budget at the February 22nd meeting.) Mr. Brown made a motion to approve the Town Accountant's budget of \$2,685 for expenses and \$57,918 for salaries; Mr. Dziczek seconded; all

aye.

- The Board looked over the Town Accountant's request to approach the Job Classification Review Board for step increases for both himself and his Financial Office Assistant. Mr. Brown stated this was subject to funding, and that the JCRB (of which he is a member) has already received a request from the Library and knows they will be receiving one from the Park Department. Mr. Dziczek asked if approving the Town Accountant's request to go to the JCRB indicates approval of the request - Mr. Brown said it did not; the JCRB's recommendation then goes back to the Personnel Director, and then the Board of Selectmen could agree. The Board of Selectmen just allows the Town Accountant to go to the JCRB. The Board decided to think about the request.

8:00 - Tom Pavlick was not present for his appointment with the Board.

8:01 - Ann Marie DuBris of the Massachusetts Teachers Association and Richard Flaherty, President of the Medway Teachers Association came before the Board. Other members of the Medway Association were also present. Mr. Flaherty stated they were before the Board because they represented a majority of town employees who had some concerns and questions they wanted to bring forward. He then deferred to Ms. DuBris.

Ms. DuBris expressed the interest, fear, and anger of the members, and that there had been no official statement made to them except for the note from Mrs. Allen asking the School Department employees to contact her if there were any known problems. She felt that the scope and depth of the situation was unknown, and they needed to ask questions.

Mr. Johnson sympathized with the teachers and said, on behalf of the Board, that they would try to answer their questions and appreciated the nature of their visit.

Brief summaries of questions and answers follows:

Payroll deductions - when stopped and when resumed? Mr. Brown answered that Mrs. Allen had been trying to reconstruct everything and believed with good results. The warrant was signed this evening for what she was able to reconstruct for withholdings for the end of 1992 and beginning of 1993, and checks would go out the next day - they are up to date on withholdings.

Payments not made since October, and that Group Life insurance was cancelled prior to October indicating a problem back beyond October? Mrs. Allen indicated there was no problem with health insurance. Town life insurance was cancelled, but she has met with Boston Mutual and a list will be given to her of those individuals but she did not foresee a problem.

Individual life insurance policies? Mrs. Allen stated she

only knew of one and a check was sent in for that person. She did not know if he had received confirmation of reinstatement yet.

Annuities? Mrs. Allen said they were up to date with October through December, and the first payroll period of January.

Credit unions? Union dues? Teachers' retirement? Mrs. Allen said they were up to date.

Federal income tax? Mrs. Allen said payments were not made and they were working on it. Ms. DuBris felt this had a potential impact for annuities, but Mrs. Allen said the W-2's were alright.

State income tax? Mrs. Allen said it was the same as the federal income tax.

Mr. Johnson stated that he had met with Town Counsel, the Department of Revenue, and the District Attorney and they felt that it would take 4-6 months to catch up in the Treasurer/Collector's office. At the present time, they were doing fine.

Ms. DuBris asked what the Board was doing to guarantee that this did not happen again? Mr. Brown said that Frank Burke is helping to set up procedures and training individuals in the Treasurer/Collector's office and setting up checks and balances between the Treasurer's reports and the Town Accountant's ledger reports. Mr. Brown also stated for the record since the press was present, that there is no \$365,000 in missing funds as has been reported.

Ms. DuBris asked again about a guarantee? Mr. Brown said they are now working with people who are mailing out the checks that they are signing the warrants for usually on a weekly basis. Mrs. Allen clarified teachers are either monthly or every two weeks. Ms. DuBris asked if they see a report as well as a check; they acknowledged they do - there is backup with each warrant. Ms. DuBris asked if something will be sent to the employees when this whole situation is completed; yes, they will.

Ms. DuBris asked if it was a fact that some property tax payments had not been sent to the bank, or some people's checks not credited? Mrs. Allen said it was a fact; however, the Department of Revenue and the District Attorney's office were taking care of some matters; she was handling withholdings.

Ms. DuBris felt the Board of Selectmen was trying to be cooperative, but they were concerned with trying to make their people whole again. How was the Town going to do that? What about lost interests and penalties? Mr. Dzielick felt that was intangible at this time as it has not been calculated yet. The Board does not know exactly what information can be extracted; once it is known, then it can

be addressed. Mr. Johnson stated that Town Counsel had said to contact the bonding company, but the District Attorney did not want that. Mr. Dziczek reassured them that nothing is being overlooked; it's just that not alot of information is not reported to the press, but we have been catching up. Mr. Johnson said if the insurance does not cover those costs, the interest will somehow be paid in full, if he had anything to say about it.

Ms. DuBris said she realized that things were still unfolding, but when did the Board first realize they had a real problem here? Mr. Brown said they first knew when the Police Department told us. Up until then, the Board had been satisfied with the reports the Selectmen had been receiving and the documents shown.

Mr. Flaherty said the teachers needed to vent some hostility, and the Board was being fully cooperative, but they were speaking for their people. They can now bring assurances back to their people and the Board's willingness to help. Ms. DuBris said the teachers felt no one was communicating with them. Mr. Johnson said that Mrs. Allen probably knows more than the Selectmen do right now. Mrs. Allen tried to assure them that she had to look for that window on the withholdings where a gap appeared of problems; and also to ask that she be notified if anyone feels they have a problem that she should be made aware of.

Ms. DuBris asked if Mrs. Allen had talked to the vendors? She said she had and that a printout goes out with each check to each vendor. Ms. DuBris mentioned that her people were also trying to reconstruct their accounts as well.

Mr. Flaherty asked if the Insurance Committee knew. Mrs. Allen said the committee does not get involved in this.

Ms. DuBris asked if she would be allowed to see backup documentation? Mrs. Allen said she could.

Ms. DuBris stated that they will probably be taking some legal action; they had an obligation to represent their people, especially with the penalties involved. She said they will have to file something, but they hope to reach a settlement if everything is resolved in 4-6 months. The Board thanked them for sending a small group in as their representatives.

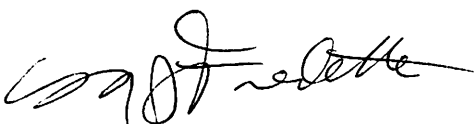
8:40 - Tom Favlick apologized for being late, but tried to explain to the Selectmen the problem he was having with some pipe buried one foot down on his property and the trench put there to the railroad bed on Center Street. He stated that the paving of the road was not his main concern. Mr. Favlick felt that Mr. Higgins was being uncooperative as he has known about this since October/November. This past Friday, Mr. Higgins told him he would block it up and dumped some loads of dirt there-this did not solve the problem. He said he was willing to wait until Spring, but the backhoe could take care of this quickly. Mr. Johnson explained the ground was

frozen, but Mr. Pavlick said the trench was full of water, the pipe was unsafe. Mr. Brown suggested Mr. Higgins and Mr. Johnson try and figure out a solution. Mr. Johnson agreed and said he would meet them the next day. On the subject of acceptance, Mr. Pavlick said it was a town road to the end of Center Street, and Mrs. Allen agreed saying it goes all the way up. Mr. Johnson said maybe they can scrape the road and put some topsoil and gravel down.

- 8:50 - The Board reviewed the revised Kiewit site plan with the corrections suggested from Mike Perrault of PMP Associates.
- The Board decided to hold off discussion on the Torrent Fire Station Study Committee's recommendations.
 - The Board discussed the letter received from John McGovern concerning monies he felt he was owed. Mrs. Allen stated she had spoken to him already.
 - Mrs. Allen mentioned that the Park Commissioners would like to meet with members of the Board on March 18th at 6:30 p.m. in Room 5. Mr. Dziczek said he would attend.
 - Mrs. Allen stated that the Conservation Commission would like permission to approach Town Counsel with regard to the property owned by the ConCom off of Oak Street for a soccer field. Mr. Brown made a motion that this action be approved; Mr. Dziczek seconded; all aye.
 - The Board reviewed a letter from Mirick, O'Connell, DeMallie & Lougee concerning the Family and Medical Leave Act of 1993. Mrs. Allen indicated this has to be incorporated into the personnel policies and probably the police contract. Mrs. Allen clarified that the personnel policy covers what is not in the police contract.
 - Mrs. Allen brought up the letter received from the Finance Committee concerning an upcoming informal meeting. The Board wondered if this was still a public meeting. Mr. Dziczek said he would like something in writing. Mr. Brown thought that Town Counsel had ruled that if you casually meet, it was alright. Mrs. Allen will clarify the wording with the Town Clerk.
 - Mrs. Allen said in reviewing Mr. Kaegal's letter to the Board concerning monies owed for paying 100% of health insurance premium instead of 50%, she had calculated the Town owed him \$4,067.31. Mr. Brown suggested it be paid out of the health insurance withholding budget.
- 9:00 - Eric Grundel of Kiewit stopped by to see if the Board needed any further explanations on their revised site plan. The Board asked if he could come back the following week at 7:30.
- Mr. Brown made a motion to recommend an emergency transfer from the Finance Committee for \$89.95 for manuals for the Wire Inspector as the expected total was higher than anticipated; Mr. Dziczek seconded; all aye.

- Mr. Brown made a motion to sign an emergency transfer request to the Finance Committee for \$1,195 for the auditor's bill for consulting; Mr. Dziczek seconded; all aye.
- The Board signed the Memo of Agreement for \$149,000 from the State for highway funds.
- Mrs. Allen brought up a request from Sabina Doyle to have live entertainment on March 14th, 15th, 16th, and 17th for a week-long St. Patrick's Day celebration. The only problem was with the entertainment on Sunday which the Board was not sure if they needed a special one-day license for. Mr. Brown made a motion that the permit be granted subject to approval by the State; Mr. Dziczek seconded; all aye.
- Mr. Brown made a motion to go along with the recommendations of Safety Officer Peter Bates for signs and speed limit postings on Holliston, Lovering and Coffee Streets; Mr. Dziczek seconded; all aye.
- Mrs. Allen asked the Board if they would like to send a copy of their letter to Michael Cicoria outlining the audit procedures to the Finance Committee? The Board asked that it be done.
- Mrs. Allen asked the Board if they had a reply to the memo from the Finance Committee? The Board said they were not ready to reply at this time, and to bring it up next week.
- 9:10 - Mary O'Leary asked for a moment of the Board's time to mention that the Good Government Association had chosen Len Carucci as their honoree for this year to be held on April 18th. She asked for a proclamation from the Board.
- 9:13 - Sgt. Bob Saleski also asked for a moment of the Board's time to mention the promotion of two dispatchers to patrolmen and the vacancies now created. He was recommending the promotion of John Rojee to Chief Dispatcher and James Mill to part time probationary dispatcher. Chief Lambirth was aware of these recommendations and approved. Mr. Johnson asked for copies of the letter of Sgt. Saleski's recommendations. Mr. Brown said it will only be held up if the Board did not go along with the recommendations. The Sgt. assured the Board that these changes will not affect the budget.
- 9:20 - Mr. Brown made a motion to adjourn the meeting not to return to public session for the purpose of police association negotiations; Mr. Dziczek seconded; all aye. Vote: Mr. Brown-yes; Mr. Dziczek-yes; Mr. Johnson-yes.

Respectfully submitted,



Mary Jean Fredette
Secretary
mj



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

AGENDA

FEBRUARY 22, 1993

- 7:00 p.m. - Open meeting; sign warrants; approve minutes of February 8, 1993 meeting.
- 7:01 - Town Clerk, Maryjane White
re: redistricting.
- Budget Hearings:
- 7:05 - Town Accountant
- 7:15 - Computer Committee
- 7:25 - Animal Control Officer
- 7:35 - Board of Registrars
- 7:45 - Historical Commission
- 7:55 - Tree Warden/Moth Agent
- 8:10 - Job Classification Review Board
- 8:15 - Emergency Medical Services Department
- 8:25 - Capital Improvement Program Committee
- 8:30 - Industrial Development Commission
re: Industrial development - Alder Street
- - old business.
- - new business.
- 8:40 - Executive Session - Town Counsel
- 9:00 - Executive Session.
Police Association - negotiations.

Present: Walter Johnson, Richard Brown, Joseph Dziczek and
Administrative Assistant Ruth Allen.

7:00 p.m. - Mr. Johnson called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. Mr. Brown made a motion to approve the minutes of the February 8th meeting; Mr. Dziczek seconded; all aye.

7:01 - Town Clerk Maryjane White came before the Board with the redistricting plan map. She indicated that she had to go by the census blocks based on the 1990 census. Mr. Brown made a motion to approve the plan as per Chapter 403, Acts of 1992, understanding that this was subject to the State's approval; Mr. Dziczek seconded; all aye.

- Budget hearings.

*Insert
that he
had
received
in FY '93.*
7:10 - Town Accountant Bob Brothers came before the Board with his budget. He indicated that his salary budget did not include a step increase which he would request in FY '94. Mr. Brown asked that he change his budget to include this salary change. On the subject of checks and balances, Mr. Brothers clarified that the Treasurer's office balances with the bank, and the Accountant's office balances with the ledger. He will come back to the Board next week with a revised budget.

7:17 - Computer Committee Chairman Bob Brothers went over the Computer budget next, which did show an increase in expenses. Mr. Brothers did not feel it would be possible to level fund last year's budget with the increases he felt were anticipated. In reference to the computer maintenance contracts, Mr. Brothers has asked for copies to be submitted to him for his review. Questions were also raised on the funds in trash and water accounts being re-allocated. He will come back to the Board with a revised budget next week. Mr. Brown asked about the mapping program project, and Mr. Brothers indicated they were making progress.

7:25 - Jim Cassidy, Animal Control Officer, was not able to be present but submitted his budget on ahead. As he did not make the deadline for submitting his annual town report, he attached his yearly report to the budget. Mr. Brown made a motion to approve the Animal Control Officer's budget for salaries for \$7,900 and expenses for \$5,800; Mr. Dziczek seconded; all aye.

7:30 - Maryjane White came before the Board with the Registrars budget. She stated that there would only be one election this year, but costs were pretty much the same as last year. Mr. Brown made a motion to approve the Board of Registrars budget for registrars' salaries for \$300 and expenses for \$3,320; and elections' salaries for \$1,700 and expenses for \$1,591; Mr. Dziczek seconded; all aye.

7:35 - Mary Ellen Lavenberg came before the Board with the Historical Commission budget. Mr. Brown made a motion to approve the Historical Commission budget for expenses for \$1,130; Mr. Dziczek seconded; all aye.

- 7:50 - Ron Dolloff came before the Board with his Tree Warden and Moth Agent budgets. For the Tree Warden budget, he was requesting \$9,872 which was an increase of \$5,186. This increase was to try and take care of the dying trees and butt logs all over town. He also mentioned that Boston Edison was coming to Medway, at no cost to the town, to trim trees near wires. Mr. Dolloff stated that it was his understanding that 75% of the costs of the first blizzard would be recouped from the Federal Government, and 12-1/2% from the State.

When he discussed the Moth Agent budget of \$4,225 with the Board, Mr. Brown recommended combining both accounts together to allow use of one budget overlapping the other if need be. Mr. Dolloff stressed to the Board the danger of allowing these dying trees and butt logs to remain if they ever fell over. Mr. Dziczek asked about the Highway Department undertaking some of the tree removal, and Mrs. Allen explained the liability involved, which the tree company assumes rather than putting the liability on the town. Mr. Dolloff did say that there is cooperation between himself and the Highway Department when there is pickup of limbs and stumps to be done. He stated that the Park Department takes care of their own. Mr. Brown made a motion to approve and recommend to the Finance Committee the combined budget of Tree Warden and Moth Agent for expenses of \$8,911; Mr. Dziczek seconded; all aye.

- 8:10 - Mr. Brown presented the budget of the Job Classification Review Board since there was no chairman. Mr. Brown made a motion to approve a budget of \$335 for salaries for the Job Classification Review Board; Mr. Dziczek seconded; all aye.

- 8:15 - The warrants were brought up by Bob Brothers and signed by the Board.

- 8:16 - Officer Donald Grimes came before the Board with the Emergency Medical Services Department budget. Rather than presenting a level-funded budget, he presented a realistic budget which showed an increase in salaries, stipends and supplies. When asked why his budget was not level-funded, Officer Grimes cited the increase in 911 calls and was appropriating funds based on an increase to 550 calls for FY'93 instead of 500 calls as appropriated for FY'92. He also stated that the cost was based on 500 calls at \$9.72/hr. x 3 EMT's at a 2 hr. minimum. Also needed was 8 hours per month of clerical help by Martha Wingate after her regular work hours, as EMS was asked to submit reports on a weekly basis.

Mr. Brown questioned the need for the three EMT's per call, and Officer Grimes explained one is needed to drive, one to assist the patient, and one to relay information between the vehicle and the hospital or monitor the patient's vitals. Officer Grimes explained they only respond to 911 calls, and he would not like to limit each call to only two responders. He provided the Board a list of ambulance run breakdown for 1992 as well as mutual aid runs. His listing is based on calendar year, not fiscal year. Officer Grimes said that the

present appropriation of \$32,076 which includes the 8 hours of clerical help and possible 550 - 911 calls may not be enough. **Mr. Brown made a motion to level fund salaries at \$37,459 and increase expenses to \$9,530; Mr. Dziczek seconded; all aye.** Mr. Dziczek did want clarification on the number of runs allowed in the two-hour minimum, and Officer Grimes told him the EMT gets paid per run, no matter when they occur. Mrs. Allen said the same situation could occur with the Highway Department with the one individual on call. The same is possible with the Fire Department as well.

8:50 - Kelly Adler, Chairperson of the Capital Improvement Program Committee came before the Board with their budget. **Mr. Brown made a motion to approve the Capital Improvement Program Committee budget of \$600 for salaries and \$145 for expenses; Mr. Dziczek seconded; all aye.**

8:53 - John Dronzek and Scott Guyette of the Industrial Development Commission came before the Board for a discussion of getting water into the industrial development off of Alder Street. Mr. Dronzek stated they had an informational forum the previous Thursday, and the Board of Selectmen, the Water Department, the Finance Committee, the Board of Assessors, and the Overall Economic Development Committee were represented.

Mr. Dronzek said a decision needs to be made and soon on this. He stated that if a building is over 30,000 cu. ft., it must be sprinklered. He was aware of a company with a purchase and sales agreement for an 8 acre parcel conditional upon water going up Alder Street. The intent is to run a line to the intersection of Trotter and Alder Street with an 8" main down Alder and a 10" from Trotter. Mr. Dronzek had received a verbal estimate of \$70,000-\$100,000 for 2,000 ft. The Water/Sewer Department feels this can be done but they need engineering drawings and specifications which would cost \$7,000-\$12,000. The IDC requested, therefore, that the Board of Selectmen set a Special Town Meeting for either March 8th or March 15th with the following suggested article:

"To see if the Town will vote to transfer from available funds, borrow or expend from possible State or Federal Grant funds a sum of money not in excess of \$110,000 for the purpose of installing Water Mains in Alder Street to service the West Medway Industrial Area, a distance of approximately 2,600 linear feet, which sum shall include necessary engineering drawings and specifications, or act in any manner relating thereto."

If the Selectmen agree, then the IDC would meet with the Finance Committee to discuss the financial picture. The IDC felt this was the best single shot for the Town to come up with substantial revenue that could be recouped possibly within two years time. Mr. Dronzek indicated that the grant through the OEDC looks good if all the towns go together on one application. He also said that the road condition was not of primary concern here; it was water. He asked if the Water Department increased the area they service each year?

He felt it was a mandate to maintain and upgrade the present water system, but the Water/Sewer Department say they have no funds. Mr. Brown felt that since this involved water, it should be a water project. In speaking about the 121A, Harry Johnson told Mr. Dronzek that there has to be hardship. He understood that the 121A was a long project, but Mr. Dronzek felt that there were 240 acres involved in the industrial park that should be accessed. Mr. Dziczek suggested thinking about this for a week, and the rest of the Board agreed.

- 9:25 - Officer Brennan stopped in and requested a cancellation of the executive session scheduled for later this evening for the police association negotiations.
- 9:26 - Mrs. Allen gave the Board a common victualler license for Medway Famous Pizza at 112 Main Street to sign. Mr. Brown made a motion to approve the license; Mr. Dziczek seconded; all aye.
- Mr. Johnson signed, on behalf of the Board, a survey on municipal recycling in Medway for the DEP.
- Mr. Brown brought up the letter the Board had wanted to send to Michael Cicoria and signed by Mr. Johnson. Mr. Johnson ended up having some reservations in signing the letter, but after Mr. Brown elaborated further with the information he had obtained from the Finance Committee manual and the Board of Selectmen's manual, Mr. Johnson was satisfied with signing the letter, and will be retyped for Mr. Johnson's signature. Mr. Johnson said he had approached Frank Burke from the Department of Revenue concerning who Mr. Burke felt should be the liaison to the audit, and Mr. Burke had stated, of course, it should be the Selectmen. Mr. Brown said the bill received from Michael Cicoria should be sent to the Finance Committee as an emergency transfer out of the consulting budget.
- The Board acknowledged receipt of a faxed letter from David Verdolino on a recent Finance Committee meeting and the subject of communications. Mr. Brown had written his comments down and read them (copy attached). Mr. Johnson rebutted Mr. Brown's comment about his performing theatrics in front of the press, but Mr. Brown said he was referring to the FinCom. Mr. Dziczek stated he goes to the FinCom meetings, and let's just go on.
- Mr. Johnson signed the bonds for Michelle O'Donnell and Ruth Allen. In answer to a question on Insurance Cost Control, Mrs. Allen stated they should be coming to see us probably at the end of April, beginning of May, but they need to have some figures and information available before they can come, which is what the Treasurer's Office should have been providing all along.
- The Board reviewed the reply from the Planning Board, and said they have 65 days to have a public hearing.

Keenan's

- The Board reviewed Mr. Owen's letter and felt the land in question was landlocked. Mrs. Allen suggested sending a copy of the letter to the Conservation Commission for their input, and the Board agreed.
 - The Board reviewed the letter from the Milford Overall Economic Development Plan Committee asking that each of the five member communities pledge \$500 for the project. Mrs. Allen suggested an article on the town meeting warrant to cover those costs, as there are no available funds.
 - The Board acknowledged receipt of the salary requirements from Chief Lambirth for FY'94. Mr. Dziczek suggested maybe sending a copy to the FinCom.
 - Mrs. Allen mentioned that most of the other correspondence in their packet was "FYI".
 - Mrs. Allen was asked to try and put together proclamations for the Volleyball Team and Harry Johnson.
 - Mr. Brown acknowledged the information Highway Superintendent Diarmuid Higgins had given the Board, but asked that it be typed up for easier reading, make sure that estimates are included, and priorities listed.
 - The Board will take the Torrent Fire Station Study Committee's recommendations under advisement.
 - The Board acknowledged a letter from retired teacher Richard Kaegael. He stated he had retired in December of 1987 before he was 65, and was told by Peggy Tighe he had to pay 100% of the premium. However, this past November Mrs. Allen had found that town meeting had accepted back in 1964 that only 50% should be paid by retirees. He asked if he would be getting a refund for the excess amount paid. Mr. Brown asked that his letter be acknowledged and that he will get an answer after it has been investigated.
- 9:50 - Mr. Brown made a motion that the Board go into executive session, not to return to public session, for the purpose of discussing strategy with respect to collective bargaining or litigation; Mr. Dziczek seconded; all aye. Vote: Mr. Brown-yes; Mr. Dziczek-yes; Mr. Johnson-yes.

Respectfully submitted,



Mary Jean Fredette
Secretary

mj

m8

To: Ruth, Walter and Joe
From: Dick

As a result of a discussion held at the FinCom meeting of Wednesday, Feb 10 the following was agreed - "It is the intention of both bodies to improve timely communications on a mutual basis"

This was the essence of a FAX sent by Dave Verdolino to the Board on Thursday, February 11, 1993

My Comments:

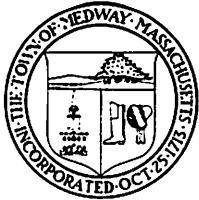
If both the Board of Selectmen and the Finance Committee are truly interested in open communications, lets end the theatrics that is played out in front of the press at every opportunity. I would hope that we all could agree that we are involved in town government because we want to help. We all want to do what is best for the citizens of Medway. One of the most important thing we could all do is to perform our elected or appointed duties to the best of our abilities and support each other in this effort.

In order to improve Communications, lets make sure that:

- A member of the FinCom attend each meeting of the Board of Selectmen.
- A member of the Board of Selectmen attend each FinCom meeting.
- A copy of approved minutes from all meetings of the Board of Selectmen is forwarded to the FinCom.
- A copy of approved minutes from all FinCom meetings is forwarded to the Board of selectmen.

And most important, if a member of the FinCom would like to know or understand why the Board of Selectmen is talking a particular stand or taking a particular action, pick up the phone and contact a member of the Board or Ruth Allen.

Dick
2/12/93



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

AGENDA

FEBRUARY 8, 1993

- 7:00 p.m. - Open meeting; sign warrants; approve minutes of February 1, 1993 meeting. Update on Treasurer/Collector's Office.
- Budget Hearings:
- 7:05 - Police Department
- 7:20 - Fire Department
- 7:35 - Civil Defense
- 7:45 - Finance Committee
- 7:55 - Wire Inspector
- 8:00 - Gas Inspector
- 8:05 - Building Inspector
- 8:10 - Sealer of Weights & Measures
- 8:15 - Conservation Commission
- 8:20 - Board of Assessors
re: Kiewit - 121A
- - old business.
- - new business.
- 9:00 - Executive Session.
Police Association - negotiations.

Present: Walter Johnson, Richard Brown, Joseph Dziczek,
Administrative Assistant Ruth Allen.

7:00 p.m. - Mr. Johnson called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. The warrants were signed. Mr. Brown made a motion to accept the minutes of February 1, 1993; Mr. Dziczek seconded; all aye. Mr. Brown made a motion to approve the minutes of the emergency meeting of January 30, 1993; Mr. Dziczek seconded; all aye. Mr. Brown, as Clerk of the Board, read a statement into the minutes issued by the Selectmen on the subject of the investigation going on in the Treasurer/Collector's office (copy attached). Mr. Brown made a motion to accept the resignation of Margaret Tighe as Treasurer/Collector for the Town of Medway, as well as Mrs. Tighe's employment with the Town of Medway; Mr. Dziczek seconded; all aye. Mrs. Allen was asked to send a copy of the Selectmen's statement to School Administration and any other appropriate personnel, with the intention of keeping them informed on the status of the situation. Mr. Johnson mentioned speaking to Mr. Tighe and his concerns about medical insurance. Mrs. Allen told him that if someone leaves employment, Cobra law comes into effect for health insurance for 18 months, but they have to pay the full premium.

Bob Brothers and Michelle O'Donnell came to update the Board on the status of the Treasurer/Collector office. Mr. Brothers stated that they are collecting taxes, and Mrs. O'Donnell said that operating procedures are normal, deposits are being made, and Mrs. Allen was taking care of payroll withholdings as well as working with the insurances. She felt the Friday closing was a big help and are catching up on inputting and posting. She felt the office was running smoothly under the circumstances. When asked how long it would take to get all caught up, Mrs. O'Donnell said, as a guess, six months. She also again expressed her appreciation for all the extra work Mrs. Allen was doing on behalf of the department, but Mrs. Allen felt they were all working together.

7:15 - Budget hearings.

- Chief David Lambirth came before the Board with his level-funded budget for the Police Department, even with the inclusion of the two new sergeants and two new patrolmen. Mr. Brown noticed a mathematical error in the line item for repairs/maintenance, which was corrected to \$5,500. Mr. Brown made a motion to approve the Police Department budget for salary of \$654,647; expenses of \$56,355; and out-of-state travel of \$1,000; Mr. Dziczek seconded; all aye.

7:25 - Chief Wayne Vinton came before the Board with his level-funded budget for the Fire Department. He was asked to change the line item figures for salary and stipends to

reflect the increases for the department from FY'92 to: \$1,500 for the deputy chief; \$1,000 for the assistant chiefs times three; \$600 for the captains times two; \$475 for the lieutenants times four; and \$250 for the firefighters times thirty-five, for a total revised line item 104 of stipends of \$16,350; and a total revised line item 102 of \$53,620, for a grand total of salaries of \$69,970 as was originally stated. Mr. Brown reminded the Chief to make sure that when monies are spent, they are taken out of the right line item, so the Board can correctly know when there is not enough money in specific accounts. Chief Vinton gave the Board a demonstration of the pagers, telling them that there are three specific tones: one for all the men; one for the ten officers; and one for only him. The Chief was asked about a recent high electric bill he had received, and he indicated he would check on it. **Mr. Brown made a motion to approve the Fire Department's budget of \$69,970 for salaries; \$38,350 for expenses; and \$3,000 for inspection fees; Mr. Dziczek seconded; all aye.**

- Chief Vinton came before the Board with his level-funded Civil Defense budget. He said he hoped to get some matching funds, but was not yet sure. Mention was made of trying to get more cots, etc. for emergency situations from Taunton. When asked about civil defense procedures, the Chief indicated they had been updated to 1992. He said that he is trying to get the Town of Medway hooked up to Worcester to communicate with the State for emergencies. Mr. Dziczek asked that Mrs. Allen be given a list of what they may need for supplies. **Mr. Brown made a motion to approve the Civil Defense budget of \$400; Mr. Dziczek seconded; all aye.**

7:50 - The Finance Committee did not come before the Board with their budget and will have to be rescheduled.

- Mr. Brown took this time to propose sending a letter to Michael Cicoria, C.P.A., auditors, stating the following: 1) that the Board of Selectmen is the responsible authority within the town in matters relating to the audit of financial records; 2) that all correspondence from the auditors should be directed to the Board of Selectmen; 3) that copies of all correspondence which is not of a confidential nature should be sent to Ruth Allen, Administrative Assistant, and Robert Brothers, Town Accountant, as our authorized full-time representatives; 4) that we would like to establish appropriate audit procedures including: a schedule of opening and closing audit conference, description of scope of services, introduction to audit team, and review of work schedule.

Mr. Dziczek asked about the upcoming meeting with the Finance Committee - Mr. Johnson and Mr. Brown said they could not go; Mr. Dziczek said he would. He asked that they not close discussions but hear the FinCom's position and wait to talk to them. Mr. Brown felt the

auditors should be clear on their role before the annual audit. It was felt that Mr. Johnson should sign the letter for the Board.

- 7:55 - Assistant Wiring Inspector Fred Bodge came before the Board with his level-funded budget. The Board was updated on Wiring Inspector, Bob Belland's recuperation. **Mr. Brown made a motion to approve the Wiring Inspector's budget of \$9,000 in inspection fees and \$150 in expenses; Mr. Dziczek seconded; all aye.**
- 8:00 - The Gas Inspector did not come before the Board with his budget and will have to be rescheduled.
- Mr. Brown took this time to ask that a copy of his suggested changes to the zoning by-laws be sent to the Planning Board, to at least get something going, since the Board has not heard anything further about sub-committees being formed. He asked that they have a public hearing on these suggestions so that they could possibly be incorporated into an article for the annual town meeting warrant.
- 8:05 - Building Inspector Bob Speroni came before the Board with his level-funded budget. He also gave them a report on revenues and new home growth. Mr. Dziczek asked about violations for residents in town without any building permits when the field man from the Assessors went through the town. Mr. Speroni stated that the Assessors had asked that Mr. Speroni not pursue violators until they were all done with the project. **Mr. Brown made a motion to approve the Building Inspector's budget of \$13,000 for salaries; \$1,600 for expenses; and \$6,500 for inspection fees; Mr. Dziczek seconded; all aye.**
- 8:15 - Highway Superintendent Diarmuid Higgins told the Board that President Clinton may be releasing some monies back to the towns, and he was compiling a list of 18-19 projects that could use these funds.

Mr. Higgins said that the Red Bridge is not on a scenic road - that the scenic road area begins after the bridge, therefore, no public hearings were necessary.

He said that he had looked at the two line striping machines for which bids were submitted last week, and Mr. Higgins recommended awarding the bid to the low bidder, PermaLine. Mr. Brown made a motion to accept the bid of \$3,740 from PermaLine for a line striping machine; Mr. Dziczek seconded; all aye. Mr. Dziczek asked what the status was on the grant, and he was informed that we had not heard anything new and it still looked good, but that Mrs. Allen had not been able to check further on it.

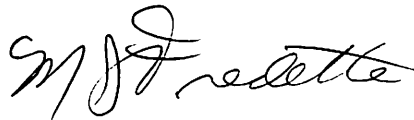
Mr. Brown asked that Mr. Higgins keep on top of the street sweeping machine and when the town would be

utilizing it.

- 8:20 - The Sealer of Weights and Measures did not come before the Board with his budget and will have to be rescheduled.
- 8:20 - Michelle Fasolino, Chairman of the Conservation Commission, came before the Board with a level-funded budget. The Board was concerned about some line items that had no monies expended this fiscal year yet, and said that he would circle those for the FinCom to review with her - they were: printing, education and training, and travel. Mr. Brown made a motion to approve the Conservation Commission's budget of \$3,000 for salary; \$1,900 for expenses; and \$4,500 for consulting fees; with a request for the FinCom to review \$200 for printing, \$750 for education and training, and \$300 for travel; Mr. Dziczek seconded; all aye.
- 8:30 - The Board of Assessors and Assistant Assessor came before the Board to discuss Chapter 121A and Kiewit. Harry Johnson said no one has ever gotten one in town before, and in speaking to Mr. Rodriguez of EOCD, did not see any particular benefit in doing this with the company. Mr. Brown said that members of the Board of Selectmen have also spoken to Mr. Rodriguez and it sounded good for helping to bring industry to Medway. Mr. Brown said the intent here is to do this for the whole industrial area from Trotter to Alder Street; then any industries that locate there pay for the utilities, etc. and the town would give them a break in taxes over the years. Harry Johnson felt that any business moving to Medway saves 42% instead of moving to Milford; however, Mr. Brown said he was still interested in utilizing the 121A to get those industries interested in moving to Alder Street. Harry Johnson felt that the 121A is mostly used for subsidized housing, but Mr. Dziczek stated there was the possibility of getting a road to 200 acres of land if this 121A was utilized. Harry Johnson said, in speaking with Mr. Rodriguez, that a by-law would be needed to come in and set this up as it would cost the town more money, and that a 121A can't be done without a firm commitment from other companies interested in going in that area. Mr. Brown said he would like to be able to tell other industries to apply for the 121A as well, and look to both Boards for support. Harry Johnson stated that 25 people could oppose this for a public hearing to be held. Mr. Dziczek recommended meeting with the State people again on this issue. Harry Johnson said that Mr. Rodriguez would be coming to the meeting in Medway with the Industrial Development Commission on February 18th.
- 9:00 - Mr. Johnson said he had attended a C.R.P.C.D. meeting today where rates were discussed for Franklin/Medway/Millis. It seems that Millis has the meter and feels they are getting overcharged; Franklin would carry some of the extra cost, but Medway would be hurt the most.

- Mrs. Allen said a bill had been received from Mike Cicoria, C.P.A. for consulting with no backup, and not broken down; consulting services that had been performed were between January 25th and 30th. Mr. Brown suggested writing to Mr. Cicoria asking for more detail.
 - The Board discussed a memo received from John Wilson asking for 3-1/2 days of comp time, indicating he would work that time off either after regular hours or on weekends, which had been approved by the Board of Assessors. Mr. Brown made a motion to approve the 3-1/2 days of comp time with the alternative work schedule; Mr. Dziczek seconded; all aye.
 - Mrs. Allen brought up a letter received from Mass Highway indicating that the town would be receiving a second appropriation of \$149,296; last year we had received \$149,295. She indicated an article would have to be put on the Annual Town Meeting warrant for these funds.
 - Mrs. Allen brought up a letter received from the State with regard to the redistricting of precincts plan that had not been submitted yet. The Board asked that a copy of the letter be given to the Town Clerk and to let the Board know what is done.
 - The Board was informed that Algonquin Gas would be performing tests in Medway in May.
 - The Board acknowledged information from Kathy Rehl on a recycling grant for a tub grinder. She indicated that there would be slight involvement by DPW.
- 9:10 - Mr. Brown made a motion to adjourn to executive session for the purpose of police association negotiations and not to return to public session; Mr. Dziczek seconded; all aye. The vote: Mr. Brown-yes; Mr. Dziczek-yes; Mr. Johnson-yes.

Respectfully submitted,



Mary Jean Fredette
Secretary

mj

February 8, 1993
Board of Selectmen
Town of Medway

Re: Treasurer/Collectors Office

The Norfolk County District Attorney's office along with help from the State Department of Revenue are working with representatives from our town treasurer/collectors office and our town accountants office to REVIEW material connected with the operation of the treasurer/collectors office.

At this time we do not ^{know} ~~to~~ the extent of the district attorney review.

The Board of Selectmen has taken the necessary steps to insure that the treasurer/collectors office is currently following appropriate operating procedures.

Aside from the actions of the district attorney, the Board of Selectmen has assigned resources to: 1) review the operating procedures within the treasurer/collectors office; 2) contact all major vendors, insurance carriers, regulatory authorities and deposit institutions to reconcile accounts; and 3) oversee the daily operations to insure that all transactions are handled on a timely and accurate basis.

Chronology of events to date:

January 19, 1993 - A break-in at the town offices was reported by
Treasurer/Collector Margaret Tighe

January 19-22, 1993 - Police contacted District Attorney's office.
Board of Selectmen requested assistance from the
Department of Revenue.

January 25, 1993 - Meeting held between representatives of the District Attorney, Department of Revenue, Police Department, Town Finance Committee, External Auditors, Selectmen, Administrative Assistant, Town Accountant and Treasurer/Collectors office.

January 25, 1993 - Motions passed at meeting of the Board of Selectmen:

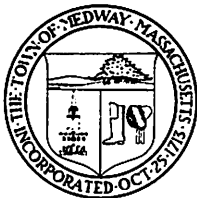
- 1) Michelle O'Donnell be appointed Acting Assistant Treasurer/Collector.
- 2) Ruth Allen, Administrative Assistant, be appointed to oversee Financial operations of the Treasurer/Collector's office.
- 3) Robert Brothers, Town Accountant, assume the responsibilities for reviewing and recommending changes to the standard operating procedures for the Treasurer/Collector's office.
- 4) Treasurer/Collector office hours were changed to Monday through Thursday 8 a.m. to 4 p.m. and Monday from 6 p.m. to 8 p.m., and closed to the public all day Friday.

Chronology of events to date: (continued)

January 30, 1993 - Chairmen, Board of Selectmen called a public meeting to make a statement about the ongoing review and to clarify who was involved in the review. It was understood that the District Attorney's office was in charge of this confidential review of town records and that individuals from the Department of Revenue and Town offices would be called upon to assist as needed.

February 1, 1993 - The Department of Revenue, Division of Local Services assigned Mr. Frank Burke to assist the district attorney review, help review procedures and reconcile accounts within the treasurer/collectors office and review the requirements of the office with our newly appointed Assistant Treasurer/Collector.

February 5, 1993 - Margaret Tighe resigns as Treasurer/Collector.



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

AGENDA

FEBRUARY 1, 1993

- 7:00 p.m. - Open meeting, sign warrants, approve minutes of January 25, 1993 meeting, and executive session minutes of January 25, 1993.
- 7:05 - Open bids for paint striper.
- Budget Hearings:
- 7:15 - Council on Aging
- 7:30 - Zoning Board of Appeals
- 7:40 - Emergency Medical Services
- 7:55 - Police/Fire Communications
- 8:10 - Capital Improvement Program Committee
- 8:15 - Law
- - old business.
- - new business.
- 8:30 - Executive Session.
Police Association - negotiations.

Present: Walter Johnson, Richard Brown, Joseph Dziczek and Administrative Assistant Ruth Allen.

7:00 - Mr. Johnson called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. Mr. Brown made a motion to accept the minutes of January 25th, with one correction on page 1 - that it would be the Police Chief who would check with the package store owners on keg tags, not the Board of Selectmen; correction so noted, Mr. Dziczek seconded; all aye.

On the executive session minutes of January 25th, Mr. Brown suggested holding off acceptance since it was an on-going discussion, but asked that the following motions that were made in executive session, be made public motions.

Mr. Brown made the motion that since Peggy Tighe was on sick leave, that Michelle O'Donnell be appointed Acting Assistant Treasurer/Collector; Mr. Dziczek seconded; all aye.

Mr. Brown made the motion that Ruth Allen be appointed Financial Overseer of the Treasurer/Collector's Office; Mr. Dziczek seconded; all aye.

Mr. Brown made the motion that Bob Brothers assume the responsibilities for reviewing and recommending changes to the standard operating procedures for the Treasurer/Collector's office; Mr. Dziczek seconded; all aye.

Mr. Brown made the motion that the Treasurer/Collector office hours be changed, starting February 1st, from 8 a.m. to 4 p.m. on Monday through Thursday, and closed to the public on Fridays, and open from 6 p.m. to 8 p.m. on Mondays starting February 1st; Mr. Dziczek seconded; all aye.

7:05 - Mr. Brown read the advertisement for bids that appeared in the Milford Daily News for the line striping machine. Bids received were from: G-Quip - \$5,150; PermaLine - \$3,740; New England Traffic Supply - \$3,938. Mr. Brown made a motion to turn the bids over to the Highway Superintendent for his review and recommendation; Mr. Dziczek seconded; all aye.

Mr. Dziczek asked that Mr. Higgins and Mrs. Allen follow up with the State as to the status of the grant monies for the line striping machine.

7:10 - Mr. Johnson read a statement of a personal nature. He stated he would not seek re-election to the Board of Selectmen, and that his wife and he would prefer to spend their time traveling. Except for the past 10 days, he had enjoyed his time in serving the town for 50 years in various capacities.

7:15 - Budget hearings.

- Ruth Sanders and Paula Bisson of the Council on Aging came before the Board with their budget. They asked for level funding.

In discussing the pick-up of the surplus food, it was stated the State is willing to reimburse the Town for the cost of this pick-up as long as the paperwork was filled out and sent in time. Mr. Dziczek suggested this be pursued. He also suggested they look into shopping centers sending buses to pick up the elderly for their shopping trips.

Mr. Brown made a motion to approve the Council on Aging's budget of \$12,238 for salaries and \$15,472 for expenses; Mr. Dziczek seconded; all aye.

- 7:30 - David Harrington of the Zoning Board of Appeals came before the Board with their budget. They asked for level funding.

Mr. Brown made a motion to approve the Zoning Board's budget of \$2,084 for salaries, and \$2,100 for expenses; Mr. Dziczek seconded; all aye.

- 7:35 - Emergency Medical Services could not make their appointment this evening and will be rescheduled.

- Mrs. Allen was asked to send a reminder to the Planning Board as to the status of the revisions to the Zoning By-laws for possible acceptance at the annual town meeting.

- Mrs. Allen informed the Board that Norfolk County Retirement had sent in a bill for the annual assessment for FY'94. It was noted that this year it was almost \$16,000 higher than last year.

- The Board acknowledged receipt of a letter from the Norfolk County Commissioners stating that they would be willing to do a survey of the Walker Street area near the Red Bridge. Mr. Johnson suggested the possibility of a "bailey bridge" be installed in place of the Red Bridge while it is closed.

Diarmuid Higgins noted, for the record, that the Norfolk County Engineers have always provided a great deal of assistance to the town, as well as the schools and parks, without getting into the structural end of it.

- The Board acknowledged receipt of a letter from Dr. Bettencourt to Millipore-Waters thanking them for their gift of a computer to the schools. Mr. Dziczek wondered if the schools had any maintenance agreements on their computers, and possibly checking to see if any monies could be saved with a joint maintenance agreement with the town. Mr. Johnson suggested Mrs. Allen send a letter to Millipore-Waters thanking them for their gift of computers to the school and fire departments.

- The Board acknowledged receipt of draft documents from the Commonwealth on proposed radioactive waste regulations. Mr. Dziczek suggested sending a copy to the Board of Health.
- The Board also acknowledged receipt of a letter from Mass Highway stating Medway's second of two apportionments to be made available would be \$149,296. Mrs. Allen said she would check to see if this letter is a duplicate on funds already apportioned. In discussing available funds, Mr. Higgins again mentioned wanting to complete Village Street from Country Lane to Route 126, as well as Causeway Street. Mr. Dziczek asked that Mr. Higgins come up with a priority list, numbering them from one to ten.
- Mrs. Allen went over the new law signed by Governor Weld for Early Retirement Incentive. Mr. Dziczek suggested Mrs. Allen call Representative Ranieri for a plain language interpretation of the law, and to ask him how the town could take advantage of it.
- The Board acknowledged two letters from Town Counsel Maciolek with reference to Planning Board questions on "conflict of interest" and "approval not required plans".
- The Board acknowledged a letter from Dr. Bettencourt indicating that the School Committee had supported the School Building and Site Selection Committee's recommendation to proceed forward with plans for a new school. Doug Downing, who was present, stated that up-front monies may eventually be needed for architectural drawings, but additional information was not ready to be furnished yet. Mr. Downing suggested sending a letter to chairman John Boczanowski, with a copy to Dr. Bettencourt, asking for a meeting with the committee to discuss what options lay ahead. Mr. Johnson threw out the suggestion of possibly using part of the Burke School as town offices when a new school is built, instead of putting nearly a million dollars into the town hall for renovations.
- Mr. Higgins mentioned that he would need a plow replacement for one of his trucks. He was asking for permission to take the money out of snow removal. Mrs. Allen told the Board that they would get written quotes.
- Mr. Brown asked that, per Section 4.1 of Article 4 of the General By-laws, the Board of Water Commissioners are to submit to the Board of Selectmen by January 10th, a statement as to the water condition of the water works and of the land and property connected. Mr. Brown asked to see a copy of this report.
- Mr. Higgins mentioned that Norfolk County Mosquito Control would be working in town between Cottage and Wellington Streets and behind 383A Village Street in an

attempt to clean out the culverts of water buildup for the prevention of encephalitis. Mr. Higgins will be sending letters out to the abutters to let them be aware of this, and to ask them to sign a release for the permit for the work to be done. He also stated that the Army Corp of Engineers will be cleaning out the Charles River of debris such as fallen trees and limbs.

- Mrs. Allen mentioned a complainant at 4 Delmar who feels he is not receiving any action, and wanted to know if the town had met with the Water Department on this. It was suggested that this be turned over to the Water Department to handle. Mr. Dziczek wanted to make sure that the resident was not left hanging.

- 8:10 - Sgt. Saleski came before the Board to discuss the Police and Fire Communications budget. Sgt. mentioned that Jeff Watson had graduated from the State Police Academy the past week, and Rick Simard would be going at the end of the month. Sgt. said they were full time dispatchers, and he would need replacements for them. He had narrowed the field down to six individuals, stating they would have to attend an intermittent training program and receive probationary step salary. Sgt. Saleski said that the present dispatchers would have to be recertified also. In this year's budget, he could include three, and maybe three others in the next fiscal year budget.

Mr. Brown made a motion to approve the Police and Fire Communications budget of \$113,604 for salaries, and \$4,050 for expenses; Mr. Dziczek seconded; all aye.

- 8:20 - Capital Improvement Program Committee was not present for their budget hearing, and will be rescheduled.

- 8:22 - Richard Maciolek came before the Board to discuss his budget. He had added a caveat to his budget for the next fiscal year that if the number of billable hours exceeded 200, that the town would be billed an extra \$100 per hour. He stated that this year, the total could be over 300 hours. The Board agreed to this.

Mr. Brown made a motion to approve the Law budget of \$16,000 for salary and \$6,000 for expenses; Mr. Dziczek seconded; all aye.

- Mr. Johnson brought up the special emergency meeting held on Saturday, January 30th, where a question had been brought up concerning a letter Michael Cicoria had sent to the Selectmen. At that time, Mr. Maciolek had postponed discussing the letter and its contents until he had researched the matter and would bring it up at tonight's meeting.

Mr. Maciolek said that, at Saturday's meeting, the auditors had inferred that Mr. Verdolino had brought up the fact that the Finance Committee was the liaison to

the auditors. He stated that he had looked at the records in the Selectmen's Office today and found just the opposite of that. Mr. Maciolek said he had looked at the executive session minutes of October 5th and saw where it was indicated that Mr. Verdolino felt the FinCom was the liaison to the auditors, and the Board had not commented. However, in the November 9th minutes, Mr. Brown indicated that was not so, and on November 10th a letter was sent to the FinCom thanking them for their work, but telling the FinCom that the Board of Selectmen is to deal with the auditors. Mr. Maciolek then referred to Mr. Cicoria's letter of January 28th, noting that there were no carbon copies to other boards or individuals on the letter. It was his opinion, and he would so rule, that the letter was privileged communication and does touch on the reputation and character of a town official other than the Treasurer/Collector, and any discussion could be held in executive session, and should be held in executive session.

Mr. Brown stated that the Board of Selectmen can assure the FinCom that every aspect or any comment or observation in the letter was addressed, and no further action will be taken on that letter. Mr. Verdolino said that the concerns in the letter were of an independent auditor that were existing. Mr. Brown said Mr. Cicoria misunderstood the facts and was more concerned than he should have been. Mr. Verdolino asked what the facts were so that the FinCom does not have a special meeting. Mr. Brown stated that, earlier in the Selectmen's meeting, the Board had voted on certain items which might answer their concerns. He then mentioned the appointments of Mrs. Allen, Mrs. O'Donnell, and Mr. Brothers. Mr. Brown said that Mr. Brothers does not have signature authority, but that Mrs. Allen and Mrs. O'Donnell do and would be bonded. Mr. Johnson added that the Department of Revenue and the District Attorney's Office endorsed the appointments.

Mr. Verdolino stated it was common practice for the auditors to make recommendations gratis. He asked why the Board did not seek and solicit the opinions of this auditing firm when it is clear the system of the offices are deficient. Mr. Brown stated that Jim Johnson of the Department of Revenue had assigned Frank Burke to work with us on a part time basis and is working with the Treasurer/Collector's Office. Again, Mr. Verdolino asked why not solicit the advise of the auditors. Mr. Brown stated that the Town pays them to do the audit. He has been auditing us for six years and he hasn't given us a recommendation for six years - why now. Mr. Brown said that Mr. Cicoria gave us the management letter. We have enough help and don't need a third or fourth party. Mr. Dziczek added that the Board did call the auditors, and the circumstances explained. There is another force in play now and they are conducting reviews of that office. Hopefully, we will have a lot

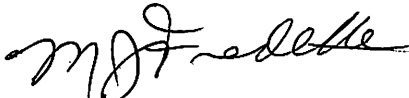
of communication; hopefully soon questions will be answered; and hopefully the auditors will be in for the annual audit.

Mr. Verdolino continued on asking, for the record, a clarification of the role of the FinCom; that he recalls expressly they were asked to be liaison for the auditors. Mr. Brown stated that, last year, the FinCom offered to oversee and review and follow-up on the management letter and its contents, and that was appreciated. Mr. Verdolino asked does that include regular communications from the auditors to the FinCom, and Mr. Brown said it did not. Mr. Dziczek suggested the FinCom get on the Selectmen's agenda. Mr. Verdolino requested to know what was the future of the FinCom. Mr. Brown suggested everything gets funnelled here to Town Hall and through the full time people for the Department of Revenue and the state level, and don't feel that the FinCom people should be calling the Department of Revenue.

- The Board signed the warrants.
- Mr. Dziczek asked Mrs. Allen about the letter received from the library with reference to Town Counsel. Mrs. Allen said she will follow-up on it.
- Mr. Johnson asked Mrs. Allen about the goings-on in the Treasurer/Collector's office, and she stated that the investigation is going on, and she was not at liberty to comment.

8:45 - Mr. Brown made a motion to go into executive session for Police Association negotiations and not to come back to public session; Mr. Dziczek seconded; all aye. The vote: Mr. Brown - yes; Mr. Dziczek - yes; Mr. Johnson - yes.

Respectfully submitted,



Mary Jean Fredette
Secretary

mj

Emergency Meeting
Minutes of the Selectmen's Meeting

January 30, 1993

Present: Selectmen Johnson, Brown & Dziczek, Administrative Assistant Ruth Allen, Town Accountant Robert Brothers, Shirley Heaton, Acting Assistant Treasurer/Collector Michelle O'Donnell, Town Council Richard Maciolek, FinCom Chairman Dave Verdolino and FinCom Vice Chairman Tucker Reynolds, James Johnson DOR, Auditors Michael Cicoria & Terry Cote, Chief Lambirth and a member of the press.

Walter Johnson opened the meeting at 9:10 a.m. with an explanation of why he had called the emergency meeting.

We are here this morning in an effort to understand and evaluate the direction of the assessment, now in its third or fourth day, of the situation in the Town Treasurer's office. I believe all of us here know that this office was trashed sometime during the night of Jan. 19 and working hours of the 20th.

Since irregularities have come to light in the initial investigation into alleged "break-in", and because of the utter chaos of records, either due to the trashing situation or otherwise, materials from the office were immediately impounded by the police, and the process of sorting and assessing is now underway at the police station under the supervision of John Kivlan of the D.A.' Office.

By every indication, this may be a lengthy process. In the meantime, we are getting calls from worried citizens and Town employees, that certain insurance policies, tax sheltered annuities, etc. have lapsed. Naturally they are looking for reassurance and answers.

I see it as the Town's duty, then, to :

1. Issue a carefully-worded public statement immediately.
2. Straighten out the mess as quickly as possible, giving priority to payments owed the I.R.S., insurance companies, etc.
3. Conduct the on-going assessment of the situation in the Town Treasurer's office in a legal and in manner fair to all involved — those who work in the office and handle the books, as well as to the citizens of Medway and the Town's employees.

I want assurance today that all procedures are and will be of this nature. I have strong doubts in my mind that this has been the case to date.

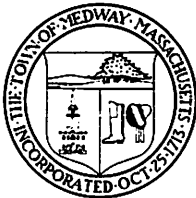
Chief Lambirth commented that the ongoing investigation was under the office of the District Attorney. Those associated with the DA's office had requested that only town employees assisting in the assessment of materials and Frank Burke assigned from the DOR be allowed to review material impounded by the police.

Jim Johnson offered resources to help. Frank Burke would be available to the town to help the DA, to help in reviewing procedures in the Treasurer/Collectors office and to help train Treasurer/Collector Appointees.

Mr Cicoria pointed out that he had sent a letter to the selectmen on 1/29/93

concerning the FY92 audit starting date and observations he wished to bring to the attention of the board.

The meeting was adjourned at 9:45 a.m.



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-3200 • FAX: (508) 533-3201

AGENDA

JANUARY 25, 1993

- 6:30 p.m. - Open meeting, sign warrants, approve minutes of
January 11, 1993 meeting.
- Executive Session.
 - Budget Hearings:
- 7:05 - Cemetery Commission
- 7:10 - Memorial Committee
- 7:20 - Law
- 7:30 - Veterans Services
- 7:40 - Conservation Commission
- 7:50 - Police Chief Lambirth
re: Keg tags.
- - old business.
- - new business.
- 8:30 - Executive Session.
Police Association - negotiations.

Present: Walter Johnson, Richard Brown, Joseph Dziczek and
Administrative Assistant Ruth Allen.

7:25 p.m.--Mr. Johnson called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. Mr. Brown made a motion to accept the minutes of January 11; Mr. Johnson asked for a correction on page two where he was referring to "sergeants and lieutenants" - it was to be "sergeants and patrolmen". Correction so noted, Mr. Dziczek seconded; all aye.

7:30 - Budget hearings:

Mr. Joseph O'Brien representing the Cemetery Commissioners came in and asked for level funding of \$1,087. Mr. Brown made a motion to approve the Cemetery Commissioner's budget of \$1,087; Mr. Dziczek seconded; all aye.

7:32 - Col. Michael Matondi representing the Memorial Committee came in and asked for level funding of \$1,525. He also took exception to the letter recently received from a Richard Maron asking that several names be added to the war memorial. The Col. stated it has been their intention to add at least 8-9 names as a project when funds were available, and Mr. Maron did not come forward when it was asked if anyone's name had been omitted. Mr. Brown made a motion to approve the Memorial Committee's budget of \$1,525; Mr. Dziczek seconded; all aye.

7:35 - Law was not represented for a budget hearing; it will be rescheduled.

Veterans Agent Anthony Mastroianni came before the Board and asked for level funding of \$15,400 for expenses, and \$4,811 for salary. Mr. Brown made a motion to approve the Veterans budget of \$15,400 for expenses, and \$4,811 for salary; Mr. Dziczek seconded; all aye.

Mr. Mastroianni also requested, when the Town Hall is refurbished, that a small office space be designated for him for private meetings with veterans. Mr. Dziczek suggested using the fire station behind Town Hall when available.

7:45 - Conservation Commission was not represented for a budget hearing; it will be rescheduled.

7:45 - Chief David Lambirth came before the Board with reference to a recent area meeting he attended concerning keg tags. He noted that Supt. Bettencourt had written to him supporting this idea, as did the School Committee. The Chief felt this was a start and good to get the adults responsible for their purchases. He also recommended that the Board of Selectmen check with package store owners and see if they would voluntarily comply with the keg tag policy, as well as contacting our area representatives advocating support of the bill. If this is not voluntarily accepted, then this would have to be brought up at a town meeting.

- Mr. Brown made a motion to trade in Diarmuid Higgins' old

highway car and for him to take one of the old police cars; Mr. Dziczek seconded; all aye.

- Mr. Higgins stated that the Walker Street Bridge (Red Bridge) had to be closed per order of the State. He felt that State and Federal funds would pick up the bridge replacement or construction costs. He stated he had asked for a traffic count back in October/November, but they were not able to do it. Mr. Higgins agreed that monies have been spent in the past as a band-aid approach, and now it cannot be repaired again. He thought the Conservation Commission might have to be involved because of the Charles River there. He reassured the Board that all emergency personnel have been notified.

8:10 - The Board reviewed the Lovers Lane traffic count study done by the Norfolk County Engineers. Resident Sara Jane Rictor and two other neighbors stopped in to discuss the count and their recommendation to make Lovers Lane one-way. Mr. Higgins felt that most of the traffic was from Holliston Street down Cassidy Lane to Lovers Lane to the Burke School. Mrs. Rictor thought the street was too narrow, and that most people are using the street as a short-cut. The other neighbors asked the Board to do whatever can be done to discourage so many people from going down that street instead of the main streets, that being Village and Holliston Streets. Mr. Dziczek suggested if there was a speed problem, it should be brought to the attention of the Police Department. Mr. Johnson said the Board would review the documentation and maybe discuss it at the next meeting.

- The Board acknowledged receipt of Chief Vinton's report on the blizzard, and that so far the only costs being covered by FEMA and MEMA was the debris removal, and fire and police expenses. Mr. Higgins mentioned Medfield Highway was out picking up curbside limbs and branches and he thought it was being picked up by FEMA and MEMA. He was asked to investigate this further, and if funds were available to Medfield, possibly they would be available for Medway.
- Mrs. Allen mentioned that four residents had volunteered to be OEDF representatives for the Town of Medway: Mary Ellen Lavenberg, Nick Afentakis, Bert Speer, and Matt McConville. Mr. Dziczek asked that Mrs. Allen remain the contact for the committee for further follow-up.
- The Board acknowledged receipt of the MMA letter on educational reform.
- The Board was invited to the Great Hall in Boston on February 9th from 2-4 p.m. Mr. Dziczek said he would attend.
- The Board was invited to Tri-County for a meeting on February 3rd. Mr. Johnson said he might try to attend.
- The Planning Board asked for permission to use Town Counsel for one of their cases, as they felt there was a conflict of interest involved. The Board voted their approval.

- The Board reviewed the request of the Village Inn for Sunday Entertainment licenses for a pool table and juke box. Mr. Brown made a motion to approve the Sunday Entertainment licenses for the Village Inn; Mr. Dziczek seconded; all aye.
- The warrants were signed by the Board.
- 8:45 - Mr. Brown made a motion to adjourn to executive session to discuss strategy with respect to collective bargaining or litigation, not to return to public session; Mr. Dziczek seconded; all aye.

Respectfully submitted,



Mary Jean Fredette
Secretary

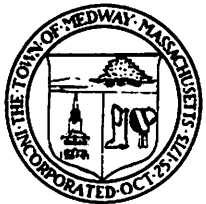
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MINUTES OF SELECTMEN'S MEETING:

Meeting called for January 25, 1993 at 9:00 a.m. in Sanford Hall.

9:00 a.m. - Present: Walter Johnson; Ruth Allen; Robert Brothers; Auditors Michael Cicoria and Terry Cote; Department of Revenue's James Johnson; Finance Committee's David Verdolino; Chief David Lambirth and Officer Gerald Tracy.

Due to a lack of quorum, there was no Selectmen's Meeting.



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-2013

AGENDA

JANUARY 11, 1993

- 7:00 p.m. - Open meeting, sign warrants, approve minutes of January 4, 1993 and January 4, 1993 executive session.
- 7:05 - Camp Sunshine
re: Addition to Choate Park building.
- 7:15 - Chief Lambirth
re: Lieutenant appointment.
- 7:30 - Park Commissioners
- 8:00 - Meeting with gas station owners of Medway to discuss gas specifications.
- 8:30 - Kelly Adler, C.I.P.C.
- 9:00 - Joint meeting of Board of Health with Selectmen
re: vacancy
- - old business.
- - new business.

Present: Walter Johnson, Richard Brown, Joseph Dziczek, Administrative Assistant Ruth Allen.

Prior to the start of the meeting, Mr. Dziczek and Mr. Brown expressed their desire to send a letter of support on the MMA Bill as presented at the MMA meeting recently held. They indicated an interest in attending any meetings the MMA might hold on this Bill. They also brought back information on a "flexible spending account" with a cafeteria plan; tapping municipal resources involved with plans for DPW; the MUNIS system to possibly compete with Arlington Data; an MMA Personnel Association police survey booklet available for \$35; as well as other personnel administration information and booklets.

7:00 p.m. - Mr. Johnson called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. The warrants were signed. Mr. Brown made a motion to approve the regular minutes of January 4; Mr. Dziczek seconded; all aye. On the executive session minutes of January 4, Mr. Brown suggested an abbreviated version for approval; which was seconded by Mr. Dziczek; all aye.

7:05 - Park Commissioners Bill Rombalski, Ellen Gove and Allen Magliaro, along with Jan Casey, Recreation Director and Nancy from Camp Sunshine came before the Board to discuss the suggestion of adding on a second floor to the existing Choate Park building.

Mrs. Gove explained the purpose of this addition would be to bring the Camp Sunshine summer program to Choate Park and occupy the first floor, while the Recreation Director's office would be moved to the second floor. Mrs. Gove felt it would be in the best interest of the children to have them housed at one location rather than walking them from the library to the park as they currently do. This would also aid in mainstreaming the children. They had received the go-ahead from a structural engineer as to the building's soundness to support a second floor.

Mrs. Gove stated the Medway Lions would be making a monetary contribution and provide the necessary labor. Mr. Johnson asked Mrs. Allen to check on liability in this regard. Nancy mentioned that the use of the building would be for up to 25 children for six weeks during the summer and once a month during the winter.

The Commissioners stated that Rep. Gardner was looking into grants for them. They were unsure of costs yet until an architect had drawn up plans. The Board was in support of the project and asked to be kept informed. Mr. Dziczek asked a legal opinion be obtained for coverage and insurance. Mr. Brown officially made a motion to support the second story addition of the Choate park building, and to waive any fees that can possibly be waived; Mr. Dziczek seconded; all aye.

7:30 - Chief Lambirth came before the Board to discuss the appointment of a Lieutenant to the department. The Board had questions as to the duties of the Chief and the Lieutenant, and basically he told the Board the Lieutenant would be able

to assist him in some of his administrative duties and free him up to perform other functions in the department. The Chief still would expect the Lieutenant to be a working officer. He stated that the FY'93 budget would not be affected, but he did not know about FY'94 without the outcome of collective bargaining.

Mr. Johnson expressed some hesitancy on an appointment feeling that a request for another patrolman would not be too far behind. He stated he had contacted various neighboring towns, taking the number of sergeants and ~~Lieutenants~~ ^{patrolmen} and dividing it into the population, and Medway seemed to be comparable with the other towns the way it is now.

Nonetheless, the Chief stated that he would like supervision on each shift, and that he had been encouraged by previous Selectmen to go in this direction. Mr. Dziczek recommended that he confer with the Finance Committee for cost input and come back to the Board, as he said he and Mr. Johnson were at the recent FinCom meeting where level funding was announced. Mr. Brown did not feel the FinCom would have any more financial details available to them than the Selectmen have access to. He asked that the Chief show the Board how his salary figures would fit into his budget. The Chief said he would provide these to Mrs. Allen. Mr. Johnson said they would try and make a decision this evening.

7:50 -

The Park Commissioners and Park Superintendent Fred Sibley came before the Board again at the request of Mr. Johnson who was on vacation the last time they came. He wanted to discuss the feasibility of having the Park Department work with the Highway Department instead of working separately. Mr. Brown stated they were not interested in the dismissal of employees, change in personnel, or less hours in the maintenance of the fields. He said they were looking for improvements and the idea of having extra people in each department. Mr. Rombalski mentioned the Special Act on the ballot in May, and that it was really up to the Town as to where they want the Park Department to go, not them or the Selectmen. Mr. Brown thought the Special Act was good for them as it would allow the Park Commissioners to concentrate on recreational activities instead of personnel. He also thought a subcommittee could figure out what the new organization should be and get the priorities and issues written down.

Mr. Sibley said that the Park Department is the same size as it was years ago, giving the Board a list of his duties. He suggested an efficiency study be done by Highway and Park, and then it can be seen what needs to be done. He felt there was cooperation between departments now, and would like to see what the pros and cons would be for combining departments. Mr. Brown stated that this was just the initial time to bring the subject forward, and that he would like to see the way it could be before any changes were made.

8:05 -

Gas station owners of Medway came before the Board to discuss gas specifications for the purchasing of gas by town

departments. Those present included Norman Greene of Norman Greene's Garage and Bill Condon of the Shell Station. Mr. Johnson mentioned that when we had gone out to bid the last time, we only received one bid. Mr. Condon mentioned the credit card system, and Mr. Brown said he had no objection to that. However, Mr. Condon stated that the 20,000 gallons the town would use is not alot and not worth their bidding on. Mr. Greene agreed saying they would only be willing to do it on a credit card system such as Fleet, whereby Fleet would keep track of everything for the town.

Kelly Adler, Chairman of the CIPC, asked if either would be willing to be open 24 hours, but both did not feel a need to do that, as the vehicles could be gassed up prior to closing. Mr. Greene said he did not have a back-up generator, and would not put one in just for the town. Mrs. Adler asking about using the key card system on an emergency basis - Mr. Condon said no; Mr. Greene said maybe. Both gentlemen asked if everything is on the credit card system, what are they bidding on? Both said the pump price would be charged and the \$.36 tax. They both said there would be no discounting. The only other option Mr. Condon could think of instead of the credit card would be to use a duplicate ticket for each transaction. Richard Kahn, who was present, suggested each department have their own credit card. Mr. Brown hoped that both Mr. Greene and Mr. Condon would bid on the gas when it goes out to bid again. Mr. Brown asked Mrs. Allen to review the gas specs again.

- Dennis Hayes inquired as to why no diesel people were invited to this meeting. Mrs. Allen said there was no response to the bid the first time around, and who is going to bid - Nelson's and Medway Oil were not interested - there is no one else in Medway. Mrs. Adler suggested the Fire Department fuel up at Nelson's and the Highway Department at Medway Oil.

- 8:30 - Members of the C.I.P.C. came before the Board and expressed their frustration with trying to work with different boards. They included Kelly Adler, Bob Ferioli, Charles Stuart, Rich Kahn and George Lee. They said they had been working on five-year plans and then Special Town Meetings come along and change everything. They felt that department heads do not want to go to the C.I.P.C., and they were embarrassed with the last STM when they were literally booed at.

Mr. Johnson said he and Mr. Dziczek were at the Finance Committee the other evening. They discussed the budget and decided level funding was the way to go; to send that information to all departments, and that all capital projects are to go to C.I.P.C. Mr. Dziczek added that the department won't be on the agenda if they have not gone to C.I.P.C.; and in an emergency, they can go to the Finance Committee. Mr. Ferioli inquired about capital equipment being voted on only at the Annual, and why do they appear on the Specials. Mr. Dziczek and Mrs. Allen stated that the Specials only require so many signatures to get an article on the warrant; you can't limit what goes where. Mr. Kahn felt a public emergency at a Special was understandable; but Mr. Brown

said if you look at the last ten years of Specials, many were capital items. Mr. Higgins felt that many capital items have been on the books for years for replacement. Mrs. Adler felt this would not be a problem if departments planned their purchases. Mr. Brown stated that it can't be guaranteed when an item would need to be replaced, and if they have to, they will go to STM. If an item is on a regular program of replacement and town meeting votes against it for lack of funds, that throws the whole schedule off. What about all the items that have been asked for in the past when C.I.F.C. was not active and not been approved -you can't just start fresh - the older items have to be taken care of also. Mrs. Adler felt that department heads were being directed to go to STM's to get their articles passed. Mrs. Adler stated that they have all the five-year plans and are having hearings with those departments. Mr. Dziczek asked when the Board of Selectmen and the FinCom are brought into the process. Mr. Brown stated that the C.I.F.C. give their recommendations to the Finance Committee for their report, and when the Selectmen go over the warrant, their input could be given.

Allan Osborne, who was present, stated that departments under the jurisdiction of the Selectmen have to go to the Selectmen first, but for the past two years, they have been asked to go to the Finance Committee first. The Board disagreed with that saying the departments discuss their budgets first with the Selectmen. But, Mr. Osborne said that now each department is meeting with the liaisons of the Finance Committee and then there is the main Finance Committee meeting; such as the Council on Aging meeting was scheduled for January 18th, prior to the COA meeting with the Selectmen. David Verdolino, who was present, clarified that the meeting with the liaisons is just to help each department get a handle on their budgets, prior to the other meetings. Mrs. Adler suggested one big meeting.

8:55 - Mr. Higgins just mentioned one of his men was recently hurt, and would be out a few days. He also stated the sander plows were scheduled to come in on Friday, and maybe in operation by the 22nd. Mrs. Allen mentioned we were still waiting to hear if the snow removal costs would be covered. Mr. Higgins was asked if they got a permit from the State DPW to burn brush? He and Mrs. Allen both said not yet, but that last year DEP had sent notice for burning after the hurricane. Tree trimming with Tripp was also being done. Mr. Hayes asked about the line striping machine funding, and Mrs. Allen indicated the Town was not in the first round, but looked good for the second round.

9:00 - Board of Health members Robert Collum and Phil Parchesky came before the Board for a joint meeting to fill the vacancy on the Board of Health of Nancy Russell who had resigned. Mr. Brown made a motion to appoint Walter Johnson chairman of the joint meeting; Mr. Parchesky seconded; all aye. Mr. Johnson asked for nominations, as there were two applicants - Joseph Hoban and Kathy Rehl. Mr. Parchesky nominated Mr. Hoban; Mr. Collum seconded. Mr. Dziczek nominated Mrs. Rehl; Mr. Brown seconded. Mr. Brown motioned that nominations be closed; Mr.

Dziczek seconded; all aye. Mr. Parchesky voted for Mr. Hoban; Mr. Collum voted for Mr. Hoban; Mr. Dziczek voted for Mrs. Rehl; Mr. Brown voted for Mr. Hoban. Mr. Parchesky commented on Mr. Hoban's past experience on the Board of Health and four years as chairman. Mr. Johnson voted for Mr. Hoban to support the vote, and Mr. Dziczek voted for Mr. Hoban and made it unanimous. It was noted that they had two excellent candidates. Mr. Hoban will fill the unexpired term until the May election. Mr. Brown made a motion that the joint meeting be adjourned; Mr. Dziczek seconded; all aye.

9:05 - Margaret Matthews came before the Board to recommend that the Town pursue a grant writer and suggested she be that person. Mrs. Allen stated that the way to get a grant writer is with a municipal incentive grant, since in that way the salary of that person would be paid through the grant. Mr. Brown made a motion that a letter be sent to the area towns that don't have a grant writer, and see if they would like to join in getting the municipal incentive grant for a grant writer; Mr. Dziczek seconded; all aye. Mr. Verdolino suggested that towns also be included that are not operating at full capacity with grant writing. Mr. Brown mentioned that in conversation with Mr. Bauer of Franklin, they would be interested in joint sharing with Medway on various projects, and suggested having a meeting to discuss the sharing of services and the forming of sub-committees. Mr. Dziczek also suggested contacting the State Representatives.

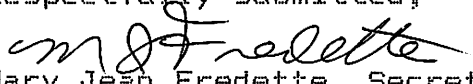
- Mrs. Allen stated that in conferring with Bill Carroll, Special Counsel, he had looked over all the ambulance documentation that had been sent to him. He had also spoken to Harry Grossman, and Mr. Grossman had stated that the recommendation he had made was not for the Town of Medway. Also, Mr. Carroll stated that, as long as town meeting had voted for a five-year lease/purchase, and Mr. Grossman had no problem with it, he had no problem with signing the legal opinion. Mr. Brown made a motion that Walter Johnson sign the agreement for the new ambulance; Mr. Dziczek seconded; all aye.
- The Board reviewed the application of Brad Currivan, D/B/A Corner Pizza. Mr. Brown made a motion to grant the common victualler license; Mr. Dziczek seconded; all aye.
- The Board looked over the release from Redgate and Orchard Heights, as well as the letter from the Planning Board on the acceptance of streets at the annual town meeting. The Board agreed that the only streets that could be plowed are the ones that have releases.
- The Board discussed the letter received from Richard Maron concerning members of the family being included in the war memorial plaque. Allan Osborne, being on the Memorial Committee, stated that there were questions as to whether the individuals were Medway residents at the time they entered the service. They also did not respond to the questionnaire prior to the deadline. Mrs. Allen suggested a smaller plaque be placed beneath the other plaque as it seems there were

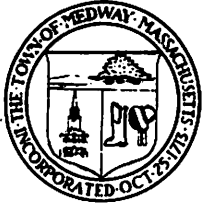
additional names to be engraved now. Mr. Osborne agreed saying they wanted to be sure they had all the names now. Mr. Brown asked that a letter be sent to Col. Matondi asking that a plaque be procured if the list of names is complete and to get a price. The Board felt confident the monies would be raised somehow.

- The Board agreed that the Police Association should be asked to come in and begin contract discussion at the meeting of the 25th.
- The Board acknowledged receipt of the letter from the FinCom asking that a letter go out to all departments asking for level funding for FY'94. The Board concurred with this. Mr. Brown asked that all budgets be signed by the Board of Selectmen prior to the departments going to the FinCom. Also, that the budget the Selectmen sign is the budget that appears in the "recommendation" column in the FinCom report book.
- The Board asked that a copy of the letter received from Norfolk County Mosquito Control on their upcoming meeting be sent to the Board of Health.
- With reference to the O.E.D.P. meeting on area town planning scheduled in Milford with Rep. Moore., Mrs. Allen may attend. It was also suggested that possibly members of the Medway Business Council might be interested in attending.
- With reference to the audit, Mrs. Allen mentioned that Michael Cicoria had contacted her indicating that he had spoken with David Verdolino. Mr. Verdolino had spoken with Mrs. Tighe and Mr. Brothers, and since he had wanted to work on the cash variance and had not, the auditors will not commence working on the audit until February 1st, at which time they will have a pre-audit conference.
- Mrs. Allen mentioned that Mike Perrault had spoken to her with regard to Kiewit. He indicated that they have changed the site plan, that they are making two separate buildings, and installing a septic system. Mr. Perrault said he had told Kiewit they have to come before the Selectmen again, and also suggested that the Board come up with a fee schedule for site plans. Mrs. Allen will put together costs for Kiewit.
- The Board acknowledged the Building Inspector's monthly report.
- Mrs. Allen said that in speaking with Town Counsel, he has not heard anything from Molinari or his attorney.

10:00- The meeting was adjourned.

Respectfully submitted,


Mary Jean Fredette, Secretary
mj



BOARD OF SELECTMEN

155 VILLAGE STREET
MEDWAY, MASSACHUSETTS 02053
(508) 533-2013

AGENDA

JANUARY 4, 1993

- 7:00 p.m. - Open meeting, sign warrants, approve minutes of December 14th, 21st and 28th meetings.
- 7:01 - Sign notes for Treasurer/Collector.
- 7:05 *Cancelled* ~~Joint meeting with Board of Health to fill the vacancy of Nancy Russell.~~
- 7:15 - Jack Petropoulos
re: appointment to Conservation Commission.
- 7:30 - Executive Session - reason #2
To hear complaints brought against an individual.
- - old business.
- - new business.

Present: Walter Johnson, Richard Brown, Joseph Dziczek and Administrative Assistant Ruth Allen.

7:00 p.m. - Mr. Johnson called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. The warrants were signed. Mr. Brown made a motion to accept the minutes of December 14; Mr. Dziczek seconded; all aye. Mr. Brown made a motion to accept the minutes of December 21st; Mr. Dziczek seconded; all aye. Mr. Brown made a motion to accept the minutes of December 28th; Mr. Dziczek seconded; all aye.

- Peggy Tighe, Treasurer/Collector, came before the Board with notes for the Selectmen to sign for the eminent domain property on Milford Street, with Town Clerk, Maryjane White, along to notarize. Mrs. Tighe had gone with the low bidder at Medway Co-Op of 4.55; other bidders were Fleet at 6.90; Bay Bank at 4.80; Shawmut at 5.29. The notes were signed. Mrs. Tighe indicated the first payment would be the interest in July 1993.

7:15 - Jack Petropoulos came before the Board to request an appointment to the Conservation Commission. Ms. Fasolino had told him she thought he was a good candidate. He felt the environment was an issue that he was concerned with. Mr. Petropoulos has been a Medway resident for 1-1/2 years. His occupation deals with being involved in human services program field in criminal justice. He has no connections in building or real estate. Mr. Johnson told him if he used common sense, he would be alright. Mr. Brown made a motion that Mr. Petropoulos be appointed to the Conservation Commission through June 30, 1993; Mr. Dziczek seconded; all aye.

7:20 - Mrs. Allen informed the Board that Paul Murphy of Quincy had come in again with a low quote of \$925 for the printing of the annual town report. Seven other quotes were received with a high quote of \$2,601.


- Mrs. Allen confirmed with the Board that the Finance Committee was having their meeting on January 6th at Station II at 7:00 p.m. for budget guidelines. Mr. Johnson said he would attend; Mr. Dziczek and Mr. Brown would try to attend.
- Mrs. Allen brought up the quotes received for the ambulance garage door. She stated it was an 18 x 10 insulated door, and the low quote received included the taking out of the old door and installing the new one at a figure of \$1,412. \$2,500 had been set aside for the purchase.
- Mrs. Allen asked if the Board wanted her to write a letter to the Police Association requesting a meeting to begin negotiations. The Board asked her to do so.
- Mrs. Allen told the Board that the Selectmen's consultant account had been depleted, mostly because of Kiewit and 3 Cottage Street. She asked if an emergency transfer should be sent through, and they agreed - the amount overdrawn is \$220.

- The Board was discussing the costs on the recent snowstorm. Mrs. Allen felt they would be probably \$50,000-\$60,000 over; but she, Chief Vinton, Tree Warden Ron Doloff and Highway Superintendent Diarmuid Higgins were going to a meeting on Wednesday to discuss the availability of any federal and state funds with FEMA.
- Mr. Brown suggested the Board get together with the Board of Assessors to discuss 121A with regard to Kiewit. Mr. Johnson mentioned he had spoken to Scott Guyette of the Industrial Development Commission and he had told him they were planning on having a meeting with the State on Tuesday on 121A.
- 7:30 - Mr. Brown made a motion to adjourn to Executive Session for the purpose of considering the discipline or dismissal of, or to hear complaints or charges brought against a public officer, employee, staff member or individual; Mr. Dziczek seconded; all aye. Vote: Mr. Johnson - yes; Mr. Brown - yes; Mr. Dziczek - yes.
- 8:37 - Mr. Brown made a motion that the Board reconvene their meeting; Mr. Dziczek seconded; all aye.
- Mrs. Allen went over the traffic counts received from the Norfolk County Engineers on Lovers Lane and Cassidy Lane. It appears there were quite a number of buses, and that most of the traffic was for the Burke School. Mr. Johnson asked when the last traffic count was done on Main Street; and Mrs. Allen said it was back in 1988. She said that the State would not allow the use of additional traffic lights on Route 109 at that time.
- Mrs. Allen brought up the letter received from the Executive Office of Transportation & Construction with regard to a back lot off of Rob Way. They had asked for any potential transportation use for the parcel of land indicated on their map by the Town. Mrs. Allen told the Board we don't own the land, so the Board said they did not have any use for the land, and signed the document they had sent of release.
- Mrs. Allen stated she had checked with Michael Cicoria's office, and the auditors are planning on beginning the auditing process next week.
- Mrs. Allen brought up Bruce Nielsen's letter of interest in purchasing property at 193 Village Street. It was the consensus of the Board that we do not want to sell the property at this time.
- It is noted that Special Counsel has received all the documents on the ambulance lease/purchase.
- Mr. Dziczek brought up several matters of concern to him:
- He brought up the trailers being parked on Broad Street. He cannot believe that they can be allowed to park there, and he will pursue this with Building Inspector Bob Speroni further.

- Mr. Dziczek mentioned the letter received recently from Paul Wilson to the Board, and he stated he will call him and talk to him.
- He brought up the MAPC letter of 7/20/92 sent to the Board concerning transportation grants that might be available. He asked that Mrs. Allen pursue this even if it might be an area that can be created between the two schools on the railroad bed.
- Mr. Dziczek brought up the letter from Attorney Moschos on indemnification of police officers, and Mrs. Allen said they were all civil service except for the Chief.
- On the 109 Corridor Project, Mr. Dziczek was told that we are still waiting for a plan from the State, and MAPC was still on top of the project.
- He asked if anything was happening with the 5-year plan with the CIPC. Mrs. Allen told him Kelly Adler was coming before the Board later on this month.
- Mrs. Allen told Mr. Dziczek that we do respond to the legislature on letters of information from the MMA.
- He asked if Mrs. Allen could check the term appointment of Robert Conroy, our representative to the MAPC, as he had heard it had expired.
- Mrs. Allen told Mr. Dziczek that Commonwealth Engineers is still pursuing the State insofar as the Main/Village/Summer Street intersection was concerned. The bid still has not been awarded.
- He asked about assessing police and fire needs, with reference to a letter from the General Court of Massachusetts dated 10/2/92.
- The Board discussed the \$180,000 deficit in free cash, and Mr. Brown said one of the reasons was because the receivables were high.
- The Board was reminded about the Annual Town Report that is due soon.
- Mr. Dziczek brought up the letter received from the Natick Boy Scouts looking for a proclamation from the Board. He suggested contacting John Larney for some information so we could just recognize them.
- Mr. Brown brought up the "chapter" monies that are available to the Town. He expressed concern since that money has been earmarked for certain projects, and wanted to see that the priority projects were able to utilize those funds before the monies were allocated elsewhere. The Board brought up Village Street sidewalks, Causeway Street to Puddingstone, Fisher Street.

- Mr. Dziczek said he would pass on the copies that Bob Speroni made for him on the Algonquin Gas building permit to the Datri's.
 - EOCD grants were brought up again, and Mrs. Allen stated she had written to the EOCD, but would touch base with them again.
- 9:15 - Mr. Brown made a motion to adjourn the meeting; Mr. Dziczek seconded; all aye.

Respectfully submitted,


Mary Jean Fredette
Secretary

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