



## BOARD OF SELECTMEN

166 VILLAGE STREET  
MEDWAY, MASSACHUSETTS 02063  
(508) 533-3200 • FAX: (508) 533-3201

### AGENDA

December 19, 1994

7:00 p.m.	Open meeting, sign warrants
7:01	Town Clerk, MaryJane White, re: Special Election for Tri-County School
7:05	Public Hearing - N.E. Telephone Cider Mill sub-division
7:15	Public Hearing, Manager change for the Elm Club.
7:30	Site Plan, Metropolitan Removal Co.
7:45	Paul Rice, 22 Highland Street, regarding a drainage problem.
8:00	Kathy Rehl, regarding Prinz Contract
8:15	CRPCD regarding the Contract re: Formulas
	Old and New Business

(4)

Present: Joseph Dziczek, Raphaela Rozanski, Lee Henry and  
Administrative Assistant Ruth Allen.

7:00 p.m.-Mr. Dziczek called the meeting to order in the  
Selectmen's Meeting Room 2 of Town Hall. The warrants  
were not signed by the Board as the Town Accountant had  
not signed them yet.

- Town Clerk Maryjane White came before the Board to  
announce that a special election would be held for all  
11 towns on the same day and the same time - Tuesday,  
January 31st from 12 noon to 8:00 p.m. Our election  
would be held at the High School and votes would be  
counted manually. It is being held to vote for Tri-  
County's 1-1/2 - 2 million bond for repairs to their  
roof, among other things. Mrs. Allen indicated that  
Medway's share is \$363,000; Mrs. Rozanski stated 64 kids  
are from Medway. The next Tri-County meeting is January  
10th.

- Mr. Henry made a motion that the Board meet for a  
Selectmen's meeting on Tuesday, January 3rd at 7:00  
p.m.; Mrs. Rozanski seconded; all aye.

7:09 - Pat Lovett of New England Telephone Company came before  
the Board for a public hearing for conduit on Hill  
Street for which Mrs. Rozanski read the advertisement.  
After a little discussion, Mrs. Rozanski made a motion  
to grant the petition to New England Telephone; Mr.  
Henry seconded; all aye.

7:13 - Barbara Junkins of the Elm Club came before the Board  
for a hearing on the change of manager for the club to  
be in her name instead of her late husband. Mr. Henry  
felt there should be a separate meeting strictly for  
license renewals; Mrs. Rozanski agreed indicating it  
should be advertised when the Board was going to review  
licenses.

The Board reviewed a letter received from St. Joseph's  
Parish where concerns were raised about noise, music,  
public drinking, and parking in the church parking lot.  
Mrs. Junkins felt the last complaint they were aware of  
was from a month ago. Mr. Dziczek asked that a letter  
be written to St. Joseph Parish stating if they have any  
future complaints to log it in with the Police  
Department, the town Hall and Mrs. Junkins. Some  
conversation ensued about the public drinking, but Mrs.  
Junkins felt it was not a practice of the club to  
encourage this. Mr. Dziczek brought up another concern  
in the Parish letter where it seems as if anyone off the  
street could come into the club, but Mrs. Junkins said

she would have to challenge that as only members are allowed entrance or a guest of a club member, and since Fr. McKenzie is not a member, how did he know who was in the club. Mrs. Rozanski reiterated that public drinking is a violation, and that if noise is a nuisance, the Board might have to make the license more restrictive. Mr. Henry felt the Chief's comments would have been important to this discussion, and recommending delaying a decision on the matter. Mrs. Allen told the Board the license is under the Elm Club, and this is only for change of manager.

Bob Heavey, an abutter, was present saying it should rightfully be called the Elm Club, Inc. since they were incorporated. He stated he had no objection to Mrs. Junkins being the manager; however, he would like assurances from her, as is St. Joseph's Parish, that she will take precautions in the future. He mentioned a time there were some 25 motorcycle on the front lawn of Sanford Street, and were drinking beer outside. When the police were called, one officer had to confront the 25 cyclists alone. Mr. Heavey said he has noticed an improvement over the past year, but suggested the key system for entrance to a club be re-instituted. Mr. Henry felt that some of these procedures should be in place and agreed to prior to renewing of licenses. Mrs. Rozanski made a motion to grant the change of manager to Barbara Junkins; Mr. Henry seconded; all aye.

- Town Accountant Arti Mehta gave the Board the warrants to sign, approved and signed by her.

- 7:50 - Rick Bennett representing Metropolitan Removal Company, the tenant at 27 Jayar Road and Mike Walsh, general manager, were present for a second public hearing about a site plan for the company. They also had not seen a copy of PMP Associate's letter of December 15th, which they reviewed at this time with the Board. Mr. Bennett stated he has no control over the landlord, who sometimes can be difficult. Mrs. Rozanski noted that the new site plan does not have any wetland markings on it, and she knew there were wetlands there. Mr. Bennett seemed to feel all the requirements of the special permit have been met except for #1, which is the site plan review by the Board. George Maravelias of Innovative Coatings, an abutter, was also present and he voiced some concern that the Board was meeting with the tenant and not the landlord, who he felt was important to the discussion.

Bob Speroni, Building Inspector/Zoning Enforcement officer was present for the meeting and stated that the

site plan review was just for Mr. Walsh's part of the property, not the whole site. If there is a violation of the Zoning Board decision, then Mr. Speroni has to let the Zoning Board be aware of this as the special permit was issued by them. Mrs. Rozanski felt that both the tenant and the landlord were jointly responsible. Mr. Henry felt that the site plan for the whole area was in violation because when Mr. Solari first came to the Board for site plan approval, MRC was not included in the overall plan. Mr. Speroni said he was not aware of any conditions placed on the site plan. Mrs. Rozanski agreed with Mr. Henry stating that the original site plan is no longer valid because there has been a change of use. Mr. Henry felt that the owner now had to submit a new site plan for the whole area. Mr. Henry suggested an adjournment of this hearing until both the landlord and the tenant could be present. Mrs. Rozanski agreed with the idea of the continuance. Mr. Speroni added that Mr. Solari has an approved site plan, but Mr. Walsh would be in violation at this time. Mrs. Rozanski still felt Mr. Solari's site plan was no longer valid and that Mr. Solari was also in violation. Mrs. Rozanski made a motion to continue the hearing to January 3rd at 7:15 p.m.; Mr. Henry amended Mrs. Rozanski's motion to also allow MRC to continue operation at that location through this continuance and then seconded Mrs. Rozanski's motion; all aye. Mr. Bennett said he would notify Mr. Solari of the meeting on the 3rd, and Mrs. Rozanski suggested he send a certified letter and tell him his attendance was required.

8:30 - Paul Rice of 22 Highland Street came before the Board to discuss a drainage problem on his property. He stated he had written a letter in August and is still trying to get the situation rectified. Mr. Higgins stated that where the runoff used to dissipate, the land has now been filled in. Gardner Rice, who was present, explained the conditions in that area indicating there is no drainage now, and recommended the additional catch basin be put in. Mr. Higgins stated that there was a problem with doing this with an abutter. Mrs. Rozanski suggested asking Town Counsel for his opinion; and then made a motion that Mrs. Allen ask Town Counsel if it was legal to install another catch basin and connect it to the existing manhole, and if he said it was legal, then do it, but if it was not legal, to pursue other options; Mr. Henry seconded; all aye.

- Mr. Higgins stated that he still needed 4-5 more hired plows, and is continuing to look for people to hire. He said if there are not enough plows to snow plow, then



the Town will have to just deal with the streets getting done when they get done. He said that with the additional streets that the developers get releases for and all the cul-de-sacs, it just takes longer for the job to get done, and with not enough plows, it will just take more time. The Fire Department and ambulances needs to get through so it is important to try and access those streets, and Mr. Higgins said they have to plow right to the curb. He just wanted the Board to be aware of the situation.

8:50 - Kathy Rehl, the Board's rep to the Millis Consortium, came before the Board to say that the Consortium had met with Prins on December 7th, and they are willing to renegotiate their contract. We are now paying \$5.50, but are willing to give us \$ 0 tip fee to get rid of our recycleables, and to extend our present five-year contract with an additional two year extension. She stated that cereal boxes and window envelopes would also be included as part of the recycling items and #5 plastic containers and books. Mrs. Rehl said she was waiting for a price from Mike Cassidy. Mrs. Rozanski made a motion to let the Millis Consortium renegotiate the contract with Prins; Mr. Henry seconded; all aye. Mrs. Rozanski made a motion to allow Kathy Rehl to represent the Board for the renegotiation; Mr. Henry seconded; all aye. Mrs. Rehl also stated that we would be paid \$45/ton for office mix, which is good now that the schools are on board, and that she is meeting with C.B. on January 11th to discuss this further. She suggested the possibility of a revolving account to help control everyone's trash bill. She also stated that the cost of trash incineration is \$63/ton, and because of the ash problem, \$1.99 is tacked on every year. Mrs. Rehl said they might have to increase the trash cost.

9:00 - Paul Wilson, Paul DeSimone, and Bob McRae (Director of C.R.P.C.D.) came before the Board to discuss the contract the Town of Medway has with C.R.P.C.D., and the suggestion of an amendment to the contract. Mr. Wilson asked that three additional copies of the agreement be made for the Water/Sewer Commissioners. Mr. McRae also suggested that Town Counsel look over the amendment. Mr. DeSimone said that a public hearing has to be held on this. Mr. Wilson said that Medway's percentage in the annual assessment is about 12% of the overall cost. Mr. Henry brought up residents pumping out their basements into the district's sewer system. Mr. Wilson brought up the fact that they have had meetings with D.E.P., and the plant is fast approaching maximum capacity. It was time to start thinking of expanding, as it would affect Medway eventually. The Board was

given copies of the proposed amendment to the agreement, including sewer use regulations.

- 9:40 - The warrants were signed by the Board; one of which Mr. Henry did not sign because he had a question on it.
- The Board was told there was an article in the paper this evening concerning the release of grant funds for the Town Hall.
  - A letter from SWAP was acknowledged and Mrs. Rozanski signed the Southwest Water Supply Protection Plan Memo of Understanding on behalf of the Town. She asked that Mark Flaherty also sign the agreement as they were both on that committee.
  - Mr. Henry and Mrs. Rozanski said they would be going to the Tri-County meeting on January 10th.
  - The Board acknowledged receipt of the Water/Sewer Commissioners' letter on excessive infiltration of surface water into the Medway sewer system. The Board agreed this was an important issue and asked Mrs. Allen to contact various boards for a further discussion on this issue on January 3rd.
  - The Board acknowledged Town Counsel's reply to Mrs. Allen's letter questioning various questions on the proposals for payroll services. Basically, Mr. Maciolek did not have a problem with what was done, and Mrs. Sanford, therefore, submitted an article for the upcoming town meeting warrant.
  - The Board reviewed the various articles submitted by the departments for the upcoming Special Town Meeting. Mrs. Rozanski made a motion to accept the articles for the warrant; Mr. Henry seconded; all aye.
  - Mrs. Rozanski brought up the Betterment Bill saying she had spoken to Mike Perrault and he is still researching the issue to help residents with leaking underground storage tanks and lead paint removal and to bring houses to code. She noted it could be financed for up to 20 years by putting a lien on the property, and doesn't cost the Town anything, and an article can be put on the Annual Town Meeting warrant.
  - Mrs. Allen noted that the Town Clerk's Office gave us an appointment slip for Randy Marcus of the Finance Committee, who never came to get sworn in. She noted a letter had been sent to him ~~in~~ July, and a follow-up phone call in September. The Board was aware that he

had not resigned, and also that David Verdolino had mentioned that Burton Speer was also asked to tender his resignation. The Board asked that Mrs. Allen contact Mr. Verdolino and make him aware that Mr. Marcus had not been sworn in, and that we are actively seeking new members to the FinCom. Mr. Henry noted that any votes that Mr. Marcus may have been a part of during the past six months were null and void.

- Mrs. Allen said that it has been past practice to close the town offices at noontime on the last working day before Christmas. Mr. Henry recommended that the Board of Selectmen close their office at noontime on December 23rd, and to recommend the same for the other departments; Mrs. Rozanski seconded; all aye.
- Mrs. Rozanski brought up the audit that will be conducted by Melanason and Greenwood. Mrs. Allen noted that a letter had been received that day asking the Board to sign the contract between them and the Town; however, Mrs. Allen noticed that no mention was made in the letter for an audit for FY'92, only FY'93 and FY'94. A phone call has been placed to them, and she is awaiting word from them to get it corrected. Mrs. Rozanski said that an Audit Coordinator needed to be appointed to be the contact person for the Town, and recommended that Mrs. Allen be that person; Mr. Henry seconded; all aye. In speaking with Frank Burke, he had stated it should be someone from the Selectmen's Office, and not the Treasurer or the Town Accountant.

Mr. Dziczek asked if the Audit Committee was now defunct. Mrs. Rozanski said they were still active as an advisory committee to the Board. They would still review the management letter and make recommendations to the Board.

- Mrs. Rozanski asked the Secretary to make copies of the last Audit Committee meeting held on December 10th and 12th and to send those copies to the Chairman of that Committee.
- Mrs. Rozanski brought up a conversation she recently had with Ms. DeSouza of the Labor Relations Commission. She stated that Ms. DeSouza said there was indeed 30% representation by the employees received in the form of signed documents which are closed to the employers, and that someone from the Board should be going to the pre-hearing conference on January 25th. Mrs. Rozanski said the Commission recommends the Board review the petition, seek legal counsel, and come to a Board position. At any time, the Board can vote to accept the petition and

end everything. Mrs. Rozanski said the Board could choose Mr. Maciolek as their legal counsel or not; it was the Board's decision; but felt the Board should speak to Mr. Maciolek in executive session so they could come to a decision. Mr. Dziczek said he had already spoken to Mr. Maciolek, and he was planning on contacting Ms. DeSouza as well. Mr. Henry suggested going into executive session for purposes of conducting strategy sessions in preparation for negotiations with non-union personnel. Mr. Dziczek said he would speak with Mr. Maciolek again, and let the Board be aware of his findings at the meeting on January 3rd, and possibly go into executive session at that time.

- Mrs. Rozanski said she had attended a grant meeting last week, where there were discussions on the Mass. Preservation Project Fund, as well as peer-to-peer technical assistance.

10:30- Mrs. Rozanski made a motion that the meeting be adjourned; Mr. Henry seconded; all aye.

Respectfully submitted,

  
Mary Jean Fredette, Secretary

mj

*Reviewed and  
approved  
1/3/95*



## BOARD OF SELECTMEN

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

### AGENDA

December 12, 1994

- |           |   |
|-----------|---|
| 7:00 p.m. | Open meeting, sign warrant, approve minutes of the 12-5-94 meeting. |
| 7:15      | Candidates for appointment to the Computer Committee.               |
| 7:30      | Candidates for appointment to the Cable Advisory Committee.         |
| 7:45      | Candidates for appointment to the Educational Fund Committee.       |
| 8:00      | Planning Board regarding Loam Removal Permit                        |
| 8:15      | Idlybrook Land Acquisition Committee                                |
|           | Renew 1995 Licenses   |
|           | Old and New Business  |

Present: Joseph Dziczek, Raphaela Rozanski, Lee Henry and  
Administrative Assistant Ruth Allen.

7:00 p.m.-Mr. Dziczek called the meeting to order in the  
Selectmen's Meeting Room 2 of Town Hall. The warrants  
were signed. Mr. Dziczek and Mr. Henry noted that the  
Town of Norfolk was going for a Town Administrator, and  
that once they were approved by the legislature, they  
are done; they don't need to put it on a ballot. Mr.  
Dziczek asked Mrs. Allen to get more information from  
Norfolk to assist the Board in the same endeavor.

- Mr. Dziczek noted that the Board had received a few  
resignations: one from Finance Committee (Bob Ciavarra)  
and one from School Committee (Rich Kenney). He also  
made mention that Mr. Verdolino indicated Burton Speer  
was also asked to send in a letter of resignation as he  
did not attend any meetings. The Board awaits hearing  
from the School Committee as to what action they wish to  
take with regard to Mr. Kenney's resignation.

7:10 - Treasurer Marge Sanford came before the Board to  
elaborate further on a bill for services for filing tax  
title liens on properties. She stated that, according  
to Chapter 30B, this was specifically exempted. If  
exempted, then she doesn't have to go out to bid and the  
\$4,000 by-law doesn't apply. Mrs. Sanford indicated  
they went after 137 parcels and that they had not been  
done for years. She stated the money collected would go  
into Treasurer's Receipts.

Mr. Dziczek stated that if the Board signs the bill, the  
Town Accountant will process it. Mrs. Sanford said the  
company was waiting for their money; where will the bill  
go from here; it was exempted per exemption #26 (Chapter  
30B). Mrs. Rozanski asked if it was exempted from the  
Town By-law, and Mrs. Sanford indicated it was. She  
agreed the service was already done and the bill needs  
to be paid. Mr. Dziczek said the Board can sign the  
bill and research it for the future. Mr. Henry made a  
motion to sign the bill but check it out further; Mrs.  
Rozanski seconded; all aye. Mrs. Rozanski asked Mrs.  
Allen to send Town Counsel a letter on this subject for  
his opinion. Mr. Henry added if this is exempted from  
the Town By-law, we need to know.

7:20 - Residents interested in being appointed to the Computer  
Committee came before the Board. They were: Joseph  
Russo, Susan Wood, Randall Wood, Dave Corbett, Philip  
Peckham, and Pace Willisson. Mr. Henry felt they should  
be given a charge, direction and time frame. Mr.  
Dziczek also noted this was a new area and the last time

it was studied was back in 1986. Mr. Henry said he was the liaison for the Board to the Computer Committee, and he felt there was a need to see what is available in Town, to come up with a schedule of when reports should be submitted, to interact with the computers at the library, and using information properly. He did not think they were interested really with hardware or software, but more the architecture. Mrs. Rozanski added that computers and technology could bring grants through EOCD, and maybe local companies would like to make donations. Mr. Dziczek suggested they come back to the Board with long and short term goals. Each of the residents present told a little about themselves and their experience with computers. Mrs. Rozanski made a motion to appoint Joseph Russo, Susan Wood, Randall Wood, Dave Corbett, Philip Peckham and Pace Willisson to the Computer Committee through June 30, 1995; Mr. Henry seconded; all aye. Mr. Henry made mention that there was an employees users group at Town Hall.

7:32 - Residents interested in being appointed to the Cable Advisory Committee came before the Board. They were: Harris O'Brasky, Carl Citron, Vern Robertson and Tony Gorgoglione. Mrs. Rozanski said she was the liaison to the committee and that the 15 year contract expires on 2/22/98. Mrs. Allen noted that the first committee was made up of five members. Each of the residents present told a little about themselves and their experience with cable. Mrs. Rozanski made a motion to appoint Harris O'Brasky, Carl Citron, Vern Robertson and Tony Gorgoglione to the Cable Advisory Committee through June 30, 1995; Mr. Henry seconded; all aye.

7:58 - Residents interested in being appointed to the Educational Fund Committee came before the Board. They were: Lou-Ellen Maiorana, Marion Cole, John Ryan, (Bonnie Champion could not attend). It was noted that the Superintendent of Schools is automatically a member of this committee. Each of the residents present told a little about themselves and their interest in education. Mrs. Rozanski made a motion to appoint Lou-Ellen Maiorana, Marion Cole, John Ryan, and Bonnie Champion to a three-year term through June 30, 1997 on the Educational Fund Committee; Mr. Henry seconded; all aye.

8:00 - Mrs. Allen noted that Jim Brodeur had cancelled out for his appointment with the Board this evening for a discussion on loam removal.

8:01 - Mr. Dziczek brought up Ryan Road and asked the Board how did they feel that situation should be handled. Mrs. Rozanski made a motion that Town Counsel pursue the

issue of Ryan Road and Bernie Lewis; Mr. Henry seconded; all aye. This was then amended to leaving it to Mr. Dziczek to contact Town Counsel.

- Mr. Dziczek said he spoke to Arti Mehta and she will begin working for the Town as Town Accountant on December 19th. He said that Bob Brothers will come in the week of December 19th for the week to help during the transition period. Mr. Dziczek also noted that Bob Brothers would no longer be working for the Town the following week of December 25th, and his Assistant, Shirley, would be out on vacation that same week, leaving Mrs. Mehta on her own. Mrs. Rozanski made a motion to appoint Arti Mehta as the Town Accountant/Computer Systems Manager this evening effective December 19th through December 19, 1997; Mr. Henry seconded; all aye. In discussing compensation and vacation for Mrs. Mehta, Mr. Dziczek suggested looking at the personnel by-law. With reference to compensation, Mrs. Rozanski recommended she paid per diem for the few days she is in during this end of December. For vacation, Mrs. Allen said you receive vacation time after six months.

- 8:10 - Mrs. Rozanski went over her liaison report. She stated that the Council on Aging had moved to Kenney Drive and thanked the Fire Chief for his help and cooperation. She indicated the COA hoped to have a monthly show on cable. Mrs. Rozanski said that since Paul Murphy had been appointed to the Disability Committee, she had asked Sue Bouchard to try and have an organizational meeting. With recycling, she said they had completed their first newsletter and the schools were now on board. She noted that it costs \$63 to burn and \$6 to recycle.

- 8:10 - Members of the Idylbrook Land Acquisition Committee came before the Board. They included: Maryjane White, Lisa Mawn, David Hoag, Ellen Gove, Virginia Calapa (Secretary) Sue Phinney, Steve Nasca, Missy Dziczek, Jim O'Brien, Bob Tucker (Vice-Chairman) and Paul Yorkis (Chairman). Mr. Yorkis said they were present to request that the Board consider three actions: to open a warrant for a Special Town Meeting to be held on Tuesday, January 17, 1995; to place on the warrant three articles submitted by the Idylbrook Committee; and to authorize the Idylbrook Committee to hold public hearings regarding the articles, which Town Counsel has already reviewed. He also felt that this was a significant opportunity for the Town to consider the purchase of the property. Mr. Yorkis felt that the possibility existed to sell off a maximum of eight lots with the proceeds going to defer the cost of purchasing



the property. He indicated that the committee would like to continue working on this project for gifts, grants and donations. Some general information was also passed on to the Board about taxes and costs and education of children in Town. He stated the hope that Planning Board, Conservation Commission and the Park Commissioners need to develop a plan for the land.

Mr. Henry asked if selling the eight house lots would cover the cost of the purchase of the land; Mr. Yorkis said no. He also asked if there were any grants available. Mr. Yorkis said the committee will pursue the State in that regard and are willing to lend their expertise to do grants. He also noted that it may be necessary to extend the terms of their appointment beyond January 30th. Mr. Yorkis said their recommendation, at this point, was to go along with a debt exclusion. He also stated that the information document and the three articles presented to the Board passed unanimously among their committee. Mr. Yorkis asked for the best way to proceed as they are starting to be a model for other groups. Mrs. Mawn said in order to get grants, they need an open space plan, so maybe there has to be an "open space committee". Mr. Henry suggested that a catalog of open space land would be something good to have on hand. Mrs. Mawn felt that citizens should be surveyed, but there is not enough time; however, she felt there was a good cross-section of residents on their committee.

Mr. Yorkis stated that they have discussed the benefits of developing and not developing, and it was felt that if not fully developed, it should have a positive effect on the Town. Once a plan has been developed, it will be submitted to the Board of Selectmen. Mr. Yorkis said that once the property is paid for, then they can apply for a grant. If the Town approves the purchase, Town Counsel has said that the following day a courier will deliver the message to the attorney representing ~~the~~ *the seller* saying we want the property. Mr. Yorkis continued saying town meeting has to approve by a 2/3 vote, and then it automatically become article 1 for a referendum item on a special town election where 50%+1 is needed for passage. If passed, then the process of negotiating terms begins. Town Counsel has made mention that the FinCom should make a recommendation - an override is not wanted. Mrs. Rozanski made a motion to set a Special Town Meeting for Tuesday, January 17, 1995; Mr. Henry seconded; all aye. Mrs. Rozanski made a motion to open the Special Town Meeting warrant this evening and to close it on December 19th; Mr. Henry seconded; all aye. Mrs. Rozanski made a motion to accept the three articles

of the Idylbrook Land Acquisition Committee subject to Town Counsel's approval; Mr. Henry seconded; all aye. Mrs. Rozanski made a motion to accept the Committee's recommendation to hold public hearings and to advertise same; Mr. Henry seconded; all aye. Mr. Dziczek made the recommendation Mr. Henry be the liaison to the Idylbrook Committee and report back to the Board.

- Insert  
for the performing  
of a single audit  
of the general  
purpose financial  
statements as of  
the year  
ended June 30,  
1993 & 1994, & a  
Federal compliance  
audit for the  
year ended June 30,  
1992."*
- Mrs. Rozanski went over the details of the recent Audit Committee meeting where the established criteria of Chapter 30B was gone over for those who had submitted audit service proposals and how the scoring was done. One group received "highly advantageous" by all five members of the Audit Committee. Mrs. Rozanski made a motion to take the recommendation of the Audit Committee to award the audit services to Melanson and Greenwood; Mr. Henry seconded; all aye. The contract is for \$30,000 ~~for 1993 and 1994, and a reconciliation for 1992, 1993 and 1994.~~ Follow up will be with Mrs. Allen. Mrs. Rozanski indicated that Melanson has given a time line and reports to be done by March of 1995.

The Board signed the various licenses for 1995.

The Board acknowledged the resignation of Richard Kenney from the School Committee, Idylbrook Land Acquisition Committee, Audit Committee and Permanent School Building and Site Selection Committee.

- Mr. Henry brought up mention of a year-end pupil report that he would like a copy of. Mr. Downing suggested contacting the Superintendent's Office.
- The Board acknowledged a letter from the Department of Revenue stating the Medway tax rate has been approved at \$17.33 for FY'95.
- Mr. Henry asked that the Board members consider a full-time building inspection department and a full-time town engineer.
- Maureen Meyer told the Board that the School Committee was handling a letter sent by the Fire Chief on some safety concerns he had.
- Mrs. Rozanski brought up the Labor Relations Commission's letter to the Board. She requested and received permission to contact the individual mentioned in the letter for further information.
- The Fire Chief's monthly report was acknowledged.

- Mrs. Allen brought up David Verdolino's letter to the Board requesting assistance with the payment of some bills. She stated that she only had copies, not original bills; not all the documentation was there; and they were not included on a standard voucher form. She said she would follow through on it further.
- Mrs. Rozanski brought up the need for a MAPC rep, and suggested Bob Ciavarra. She said she would call Mr. Ciavarra and give him David Soule's number of MAPC for further information.
- The Board acknowledged the Animal Control Officer's monthly report, with the extra revenue the Town received in licenses and fines.
- The Board acknowledged the response from the Town Hall Building Committee saying it was the Board's call on which department should be relocated to where. Mr. Dziczek felt there was adequate time to go over the utilization of space and look at the floor plans. Mrs. Allen will write to Gardner Rice and tell him the Board was considering the Commissioners' letter.
- The Board discussed water runoff problems on Hill Street involving the Town of Holliston as well. Mrs. Allen mentioned that this is being looked into by our Highway Superintendent and the Planning Board agent.
- Mrs. Rozanski made a motion to approve the minutes of December 5th; Mr. Henry seconded; all aye.
- With regard to a letter received from Framingham Savings Bank, Mrs. Allen said they need to speak to the Planning Board and the letter should have been directed to them in the first place.
- With regard to the TIP program, it was noted Mrs. Allen is the contact for the Town.
- Mrs. Allen will check further on the Betterment Bill, indicating if it needs acceptance by the Town, it has to be done at a Special Town Meeting. Mrs. Rozanski noted that the submission of the article does not necessarily mean that it will be on a warrant.
- Mrs. Allen brought up the names of eight people that needed to be appointed by the Board to the Insurance Advisory Committee, according to Chapter 32B, one of which has to be a retiree. The individuals were: Fred Sibley, Florence Wheeler, Jean Johnson, Richard Flaherty, Kathleen Mullen, Joan Colosi, Gerald Tracy,

and Ruth Allen. Mrs. Rozanski made a motion to appoint those eight members to the Insurance Advisory Committee; Mr. Henry seconded; all aye. Mr. Dziczek noted that the Finance Committee wanted to be part of the Insurance Committee, but Mrs. Allen stated they cannot be a part of this group; that it is employees only, but they are welcome to attend any meeting. Mr. Dziczek stated that the FinCom was concerned with the \$1 million in health insurance, and if there was any chance of lowering that figure.

- The Board signed the reinsurance agreement with Insurance Company of North American.
- Mrs. Allen told the Board that there was \$1,600 in unemployment compensation, and that the employee who was laid off can collect \$9,800 before July. Should this be an emergency transfer. Mrs. Rozanski suggested submitting it to the Finance Committee and wait for their recommendation. When Mrs. Allen stated it had to be paid, Mrs. Rozanski made the motion to submit a request for \$10,000 to the Finance Committee and recommended it come from the reserve fund; Mr. Henry seconded; all aye.
- Mrs. Allen asked about the invoice from Z & L that needed to be paid, and asked where it was to be taken from. Mrs. Rozanski suggested the general ledger review, special article, May 1994 annual town meeting.
- Mrs. Allen brought up George Cole's request for the use of the van for the Highway Department that the Fire Department wants to put up for auction. She noted that there is no other truck available for him to use to get parts or for breakdowns except the big trucks which have sanders on them. She stated that the green pickup truck is used frequently for painting, patching and plowing. Mr. Dziczek was concerned about cost, maintenance and insurance, and when it was noted that Mr. Cole sometimes used his own vehicle for town purposes, Mr. Dziczek asked for a comparison at 29 cents a mile for using his own vehicle vs the cost for using the van. Mrs. Allen will check further on this.

10:30- Mrs. Rozanski made a motion that the meeting be adjourned; Mr. Henry seconded; all aye.

Respectfully submitted,



Mary Jean Fredette, Secretary

mj





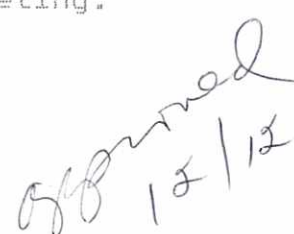
Present: Joseph Dziczek, Raphaela Rozanski, Lee Henry,  
Administrative Assistant Ruth Allen.

6:33 p.m. - Mr. Dziczek called the meeting to order in the High School classroom. The warrants were signed. After a correction was made to the minutes, Mr. Henry made a motion that the minutes of November 21st be approved as amended; Mr. Dziczek seconded; all aye. Mr. Henry made a motion that the minutes of November 28th be approved; Mr. Dziczek seconded; all aye.

- Mark Flaherty, Paul Yorkis and George Papadopoulos were present to discuss a second extension of a street opening permit for sewer line on Summer Street. Mr. Yorkis stated that no complaints had been received by the Selectmen's Office. After Mr. Henry put them on notice that this was the final extension that would be granted, he made a motion to grant a further extension through Wednesday December 7th; Mrs. Rozanski seconded; all aye.
  - Mrs. Rozanski made a motion to allow the Boosters Club to sell the Mustang card (a solicitation permit for selling them was granted earlier by the Board) in the hallway of the high school prior to the start of the Special Town Meeting; Mr. Henry seconded; all aye.
  - Mr. Yorkis noted an earlier conversation with Mrs. Allen where the Idylbrook Land Acquisition Committee is requesting time on Monday night's agenda.
  - Mr. Dziczek said he had spoken to Arti Mehta and she had told him she would accept the position of Town Accountant/Computer Systems Manager starting on December 19th. He did say she could only work two days that week and several days the following week due to previous commitments. Mr. Henry felt the Board should have a letter in writing from Mrs. Mehta accepting the position. Mrs. Allen asked if she, Chief Lambirth, Mrs. Sanford, and Mrs. White should now contact those officials from the Town of Stoughton with regard to Mrs. Mehta, and the Board felt now that she had accepted, they could be contacted.
  - The Board discussed some of the articles on the warrant.
- 6:58 - The Board adjourned the meeting to the high school auditorium for the Special Town Meeting.

Respectfully submitted,

  
Mary Jean Fredette, Secretary

  
12/12/94 mj



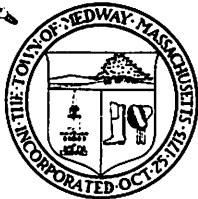
## BOARD OF SELECTMEN

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

### REVISED AGENDA

November 28, 1994

- 7:00 p.m. Open meeting, sign warrant
- 7:05 Treasurer/Collector, Marge Sanford  
re: RFP for Payroll Services
- 7:15 Steven R. Vitale, Stevit Corp.  
re: Extension of Street Opening  
for Summer Street
- 7:30 Open RFP's for Audit
- 7:45 Attorney Richard Bennett, representing  
Metropolitan Removal Co., 27B Jayar  
Road for a Site Plan approval.
- Old and New Business



## BOARD OF SELECTMEN

155 VILLAGE STREET  
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### AGENDA

November 28, 1994

7:00 p.m.	Open meeting, sign warrant
7:30	Open RFP's for Audit
7:45	Attorney Richard Bennett, representing Metropolitan Removal Co., 27B Jayar Road for a Site Plan approval.
	Old and New Business

NOTE: Review RFP for payroll services.

Present: Joseph Dziczek, Raphaela Rozanski, Lee Henry,  
Administrative Assistant Ruth Allen.

7:00 p.m.-Mr. Dziczek called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. Four warrants totalling \$308,470.50 were signed by the Board.

- It was noted by the Board that the town plows had been out that morning for the first snowstorm of the year sanding and salting.

Mr. Dziczek wondered if the highway crew came in early, could they leave early, instead of taking overtime? Mrs. Allen supposed they could depending on what is planned for the day's work, but usually it is done as overtime since they come in for a minimum of two hours, even if they are in for 20 minutes.

- Treasurer Marge Sanford came to see the Board about going out for payroll services. She stated that, when she did an analysis, ADP came out as "highly advantageous" and Harper came out as "advantageous", even though they were close in cost. Her recommendation was to award the contract to ADP. She voiced the concern of the Town Accountant that they did not adhere to Chapter 30B with proper bidding practices. Mrs. Sanford said she checked with Karen Dovenio of the Inspector General's Office about the pre-bidding meeting held on October 20th just to answer some questions for ADP. Karen said it was not the best way to do, but was not a problem unless some complains. Mrs. Rozanski asked if Harper got the same answers. Mrs. Sanford said she did talk to them, but no questions were put in writing. She indicated that it is a problem only if Harper files a grievance. Mrs. Rozanski noted a \$600 difference in cost between the two, which is approximately the stuffing amount, and if eliminated, would make ADP the low bidder. Mrs. Sanford said they could go out to rebid again, but both were aware of the optional services. She said she opened the technical portions prior to opening the cost portions. Mr. Henry asked what the cost in house was, and Mrs. Sanford stated with paper, time and the checks-about \$14,000 a year. Mrs. Sanford suggested converting over at the beginning of the year.

Sandra Bennett, who was present, asked about the cost of implementation. Mrs. Sanford indicated it was a three year contract for \$33,000 with \$1,300 startup cost. Mrs. Bennett asked how it would be funded. Mrs. Sanford said there was part time salary that could be transferred at a special town meeting. She said they



would have to replace a part time employee if they don't go out for payroll. Mrs. Rozanski made a motion to go with Mrs. Sanford's recommendation of ADP for payroll; Mr. Henry seconded. Mrs. Bennett interrupted to state that the funding, if not specifically appropriated for that purpose, cannot be used. She stated that the cost originally to bring a computer system in-house to Medway cost the taxpayers \$10,000-\$15,000. She could not understand the reasoning behind now deciding to go out, indicating if Arlington Data honored their contract, we wouldn't have to go out. Mrs. Sanford said she was not happy with the payroll package and Arlington Data and noted the number of times they had problems. Mrs. Bennett said that we had to go to town meeting vote to decide to bring the computer in-house and that we should go back to town meeting vote to decide if we should go out instead. Mr. Dziczek suggested talking to Town Counsel concerning the need to go to town meeting vote and the pre-bidders conference. Mrs. Rozanski amended her motion to go with ADP for payroll contingent upon approval by Town Counsel; Mr. Henry seconded; all aye.

7:35 - Mrs. Rozanski read the ad for the RFP for audit services for FY'92 and FY'93. Bids were received from:

1. George L. Malone, CPA - Brewster
2. McKenna & Co. - Waltham
3. Hirbour & Haynes - Paxton
4. Melanson, Greenwood & Co. - Nashua, N.H.
5. Dipesa & Co. - Boston

All bids had separate technical and cost portions, and there were six (6) copies of each portion as requested. Mrs. Rozanski made a motion to turn the bids over to the Audit Committee for their recommendation; Mr. Henry seconded; all aye. One set of the technical portions will be kept in the Selectmen's Office for anyone's inspection. Mrs. Allen will hold on to the cost portions. Mrs. Rozanski did acknowledge a letter sent to the Board from Borgatti, Harrison & Co. saying they would not bid.

7:40 - Steve Vitali of Stevit Corporation requesting a further extension of a street opening permit for Summer Street for sewer line installation. Mr. Vitali noted the order of conditions was just received by them on November 22nd and the extension granted by the Board to December 1st would not be allowing them enough time to complete the job. Mr. Vitale asked for an additional two weeks to about December 13th. Highway Supt. Diarmuid Higgins brought up the problems encountered last year on Summer Street with Al-Miraj where he had to eventually be shut

down because of the wintery weather. Mr. Dziczek asked why they could not wait until spring, and Mr. Vitale stated they wanted to begin putting in the foundations on two house lots, but they need to get the sewer in. Mr. Dziczek gave the two options of either extending, with the possibility of being shut down if necessary, or denying the extension. Mr. Henry stated they had already been given one extension, and made a motion not to extend the permit; Mrs. Rozanski seconded noting that the Highway Supt. should not be responsible for supervising a private developer; all aye.

- Mrs. Rozanski made a motion to appoint Missy Dziczek and James O'Brien to the Idylbrook Land Acquisition Committee; Mr. Henry seconded; all aye.

7:55 - Richard Bennett, the attorney representing the tenant, Metropolitan Removal Company of 27 Jayar Road, and Operations Manager David Walsh came before the Board to discuss seeking site plan approval for the MRC operation which received a special permit at a Zoning Board hearing in January. Mrs. Rozanski read the public hearing notice that appeared in the newspaper, and told Mr. Bennett that the Planning Board agent had been sent a copy of the site plan for his review. Mr. Perrault said the site plan did not conform, and until it conforms, MRC could not operate. Mr. Bennett said he would review Mr. Perrault's comments and make sure the proper site plan is filed.

When asked about the background on MRC, Mr. Bennett replied that the property is owned by John Solari. One-half of the pre-fab building is utilized by Mr. Solari and the other half by MRC. They leased their half of the building in August of 1992. Last year the Building Inspector visited their operation and discovered they were not in compliance, and they then went before the ZBA. A more complete picture of what the operation entailed was given to the ZBA, and a copy will be sent to the Board for their reference. Mrs. Rozanski made a motion to disapprove the site plan as presented because of incompleteness per Mike Perrault of PMP Associates' letter; Mr. Henry seconded; all aye. Mr. Dziczek noted to Mr. Bennett that the Board is not tied to what the ZBA approved - the Board could demand more and put extra restrictions on MRC. He suggested they talk to the neighbors and get their concerns as well, and if Mr. Bennett felt a representative from the Zoning Board should be present next time, it will be requested. Mrs. Rozanski told Mr. Bennett and Mr. Walsh that when they appear again, it will be another public hearing, not a continuation. Mr. Henry inquired as to why they had to

appear before the ZBA, and Mr. Walsh stated they had been operating for a year before they realized they could not operate there as it was not a permitted use. Mr. Henry stated that not all 7 conditions were met so the special permit was not in force. Mr. Walsh said he is operating, but he is trying to straighten out the problem. Mrs. Rozanski informed him, however, that he was violating the zoning by-laws. Mr. Walsh told the Board no one has told him to cease and desist the business. Mr. Bennett said that all conditions have been met except one. Mr. Henry was annoyed that he was in operation for almost a year, and they were not abiding by the law. Mr. Walsh apologized for not being aware of the requirements, but if they had to stop operation, it would ruin them. Mr. Henry recommended that the Zoning Enforcement Officer be present the next time MRC appears before the Board as he felt a procedure had to be in place and enforced. Mrs. Rozanski stated she told Mr. Solari herself a year ago that the business could not operate unless he had a special permit. Mr. Dziczek added that the special permit does not go into effect until all conditions have been met. Mr. Henry felt the business should have been shut down. Mrs. Rozanski said they would give them a deadline, and it has to be met, or they will be shut down. The hearing will be held on December 19th, and the Board requested the revised site plan to be in the Selectmen's Office by December 12th. Mr. Henry stated if the site plan does not meet the Board's requirements by December 19th, even though the other 6 requirements have been met, they will be shut down. Mr. Henry made a motion to close the public hearing; Mrs. Rozanski seconded; all aye. The next public hearing was set for December 19th at 7:30 p.m.

- 8:35 - Mrs. Allen gave the Board the request from Paul Murphy to be appointed to the Disability Commission. Mrs. Rozanski made a motion that he be appointed through June 30, 1997; Mr. Henry seconded; all aye.
- Mr. Henry went over his liaison report. He said he met with the Town Hall Building Committee and went over the plans for the first floor. Mr. Henry also said he met with Bob Speroni to test radon gas in the building, and the Board will be receiving a copy of the findings. He also said he wanted to discuss with Mr. Speroni the conditions of the schools as per the items that needed to be corrected, and going from temporary to permanent occupancy permits. He noted attending the Planning Board meeting concerning zoning changes. Mr. Henry also said he spoke to Town Counsel about Azalea Drive and it is not an approved road and does not involve the town.

Mr. Henry made the motion for Mrs. Allen to write the Planning Board informing them that the town has no responsibility and the use of Town Counsel has been denied; Mrs. Rozanski seconded; all aye.

- Mrs. Rozanski brought up the bulletin received from the Division of Local Services concerning pension liability for teacher early retirement program that was accepted prior to June 15, 1974. Doug Downing, who was present, had not seen it yet and could not comment, except to say that the teachers did not participate in 1974, but in 1973.
- Mrs. Rozanski brought up a memo received from the Conservation Commission indicating their support of the town meeting article on an open space by-law to be in the best interest of the town. She stated the memo was not signed, and asked the Secretary to contact their Secretary requesting the memo to be signed by the Chairman, as well as getting a copy of the minutes of their November 7th meeting when the vote was taken.
- The Board brought up the salary negotiations presently underway with Arti Mehta, who the Board chose to be the new Town Accountant. Mr. Dziczek felt there were two options, and some discussion was held on those two options. He noted that Mrs. Mehta has guaranteed that the trial balance will be done and no problems will exist; however, he was not sure if she could free up the free cash in May though or if the old problems will be resolved, but she guarantees success. Mrs. Rozanski reiterated this was a guaranteed three-year term. Mr. Henry made a motion to offer the option as amended to be: starting at a grade 12, step 3; and after a satisfactory three-month probationary period, would be increased to a grade 12, step 4; Mrs. Rozanski seconded; all aye. Mr. Dziczek said that he asked Chief Lambirth to call the Police Chief in Stoughton for a background check on Mrs. Mehta. The Board also felt that Mrs. White should call their Town Clerk; for Mrs. Sanford to call their Treasurer; and for Mrs. Allen to call their Town Administrator; all in confidence.
- The Board signed the liquor license renewal applications for 1975.
- Mr. Dziczek asked the Board to consider which sessions they wanted to attend at the annual MMA meeting.
- The Board acknowledged Town Mechanic George Cole's letter requesting the use of the 1967 Chevy Van for his use on the Highway Department. He stated in his letter

the Fire Department did not want the van because it was not adequate for their needs for rescue; however, the vehicle was still in good condition and could be maintained by him. The Board asked Mr. Higgins his opinion, but he had not had a chance to review the letter and asked that a decision be postponed to the following week.

- A communication was acknowledged from CVI indicating a new line item for FCC regulatory fee.
- A letter from the Board of Assessors requesting timely follow-through after the Special Town Meeting was acknowledged.
- Highway Supt. Diarmuid Higgins updated the Board: patching would be done during the week on Fisher, Shaw and Milford Streets; catch basins that are usually a problem are cleaned after rainstorms; waiting on two snow plows coming by the end of December; Shaw Street Bridge should be re-opened this week. Mr. Dziczek asked that he start to consider any articles he wanted to place on the annual town meeting warrant. Mr. Higgins indicated he is making up a list of projects and will be putting together a list.
- With reference to Mrs. Bennett's petition to the Labor Relations Commission, the Board will put it aside until they hear from the Commission.
- Mr. Dziczek brought up the consideration of the Town Administrator form of government. Mr. Henry said he was gathering together information from other towns that have one.
- The Board noted the Finance Committee meeting being held on November 30th, and the School Committee meeting being held on December 1st.
- Mrs. Allen reminded the Board and the viewing audience of the Holiday Parade being held on Saturday, December 3rd at 6 p.m., with Officer Peter Bates as the Grand Marshall. The audience was reminded of the Special Town Meeting being held on December 5th.

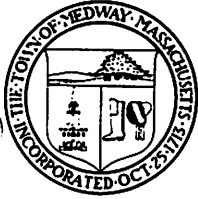
9:35 - The meeting was adjourned.

Respectfully submitted,



Mary Jean Fredette, Secretary

*approved*  
12/5/94  
mj



## BOARD OF SELECTMEN

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

### AGENDA

November 21, 1994

- 7:00 p.m. Open meeting, sign warrants, approve minutes of 11/14/94 meeting.
- 7:15 Planning Board, Police Chief, Fire Chief, *School Comm* and representative of Alder Street with regard to safety issues on Alder Street
- 7:35 Triad Builders, Jonathan Bruce, Loam removal permit for Meadow Woods Sub-division.
- Old and New Business

Present: Joseph Dziczek, Raphaela Rozanski, Lee Henry,  
Administrative Assistant Ruth Allen.

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

- With reference to the minutes of November 14, 1994, Mrs.  
Rozanski requested the minutes be amended to include her  
report of the intergenerational meeting she attended in  
Upton; Mr. Henry seconded; all aye.
- Mrs. Rozanski gave her liaison report. Among some of  
the comments were: attending a meeting on November 15th  
at Tri-County with other towns to participate in  
collective bargaining; attending the SWAP meeting held  
on November 17th where she mentioned Route 109 needed  
reconstruction; setting up of the accounting system for  
the grant from EOCD and further follow-up. (Copy of the  
report is attached.)
- Mr. Dziczek gave his liaison report. He stated he had  
met with Bob Speroni and Innovative Coatings with regard  
to what the procedure is for a site plan review and the  
public hearing scheduled for November 28th for MRC,  
noting input from the public is welcome. Mr. Dziczek  
also said he had spoken to Bob Brothers about the  
transition period when the new Town Accountant comes in,  
but he would discuss it with the Board later.

7:15 - Representatives from the Alder Street/Fox Run area were  
present to discuss their safety concerns with the Board.  
They were: Marco Riera, Peter Badger, Ken Halloran,  
Sandy Farese and Jonathan Wescott (husband of rep Karen  
Alves who could not be present). Also present was  
Police Chief David Lambirth, Fire Chief Wayne Vinton,  
Planning Board chairman Jim Brodeur, School Committee  
chairman Maureen Meyer, Highway Supt. Diarmuid Higgins.

Mr. Badger re-read the petition originally submitted to  
the Board back in January of this year. He noted this  
was the third time they have met with the Board, still  
to no satisfactory conclusion. Mr. Halloran reported  
some downed phone lines because of the larger trucks,  
and Mr. Badger thought there had been one accident.  
Mrs. Rozanski inquired if bus stop corners had been  
cleared of snow, but Mr. Higgins said it did not snow  
after the last meeting held with the group. Mrs. Meyer  
said she has cleared all bus stops with the Safety  
Officer and the Highway Department has a list of the  
dangerous areas; safety is a prime concern with the  
School Department. Mr. Halloran inquired as to what the

Planning Board was doing with the Industrial Park, and Mr. Dziczek stated the park was there before residents, and he personally was happy to get what industry could go in there as industrial space was limited. He stated, as far as he was concerned, closing off the street was a last resort.

Jim Brodeur stated that Alder Street was 60' wide and an access to industrial land. The second access to the area is invaluable. In hindsight, possibly the Planning Board should have asked for a sidewalk from Blue Ribbon to Fox Run and from Trotter to Fox Run, but did think the Selectmen should consider doing that with no restrictions.

Marco Riera felt these proposals were only temporary solutions. The problems presented by the group require on-going enforcement and the only option is to close off the street, the subject would be closed, and it would be the most cost-effective way of handling the issue. He noted that Dover Street Extension was closed off in Millis, as well as Oak Street in Medway. Mr. Dziczek said he would check on those two closings, but closing off of streets might be setting a precedent that he did not want to see. Steve Cenedella stated Oak Street was different as it was off a main road, being Route 109.

Some discussion ensued on the traffic studies held. Mr. Henry said that since the streets in question are accepted streets, traffic has to be allowed to go down those streets. He still had not heard anything to change his mind that the street should be closed off. He noted that since the sidewalks were not put in by the developer, any cost would have to be borne by the town.

Chief Lambirth felt the sidewalks would be a good thing, but there is no money to put them in. Chief Vinton agreed with his statement. Paul Yorkis, who was present, noted they had looked at a similar situation on Granite Street, but they gave the town a 10' easement at no cost. Mrs. Allen said there were two signs on West Street indicating the stops where the children are picked up, and to drive with caution. Mr. Brodeur asked that the Board be pro-active rather than re-active, and to not wait for an accident. He said that the town owns the land, maybe a gravel sidewalk could be put in and to post some speed limit signs. Mr. Riera said he would welcome the gravel sidewalk. Mr. Dziczek stated that there are sidewalk requests already in for Summer, Oakland, Maple Streets and 5-6 other areas where speed is in excess and a number of people walk in those areas. Mr. Wescott felt the only option was to take this issue



to town meeting as there is a process to follow to close the road according to the County Engineers. Mr. Badger said there were 76 signatures on the petition, and they want the road closed.

Mr. Dziczek indicated this was the time to close discussion on the issue and reiterated what the Board would do: check out Oak Street; address the traffic situation; continue to review this issue; address snow removal and posted signs. Mr. Badger did ask who controls the bus stop, and he was told the School Committee. Mrs. Rozanski added that if the road was closed, it is no longer under the town's responsibility.

8:20 -

Jonathan Bruce came before the Board to discuss the approval of an earth removal for the removal of excess fill in the Nathaniel Cutler subdivision, of which there are 31 lots, 2/3 occupied. He cannot build on the lots where the excess dirt is and, therefore, has to have it removed. MacIntyre Loam of Hopkinton is the one that the fill is going to, but he cannot haul the excess fill away without permission from the Board. Mr. Dziczek inquired if the town could get the loam from him, but Mrs. Allen stated we have already gone out to bid for park loam and soil, and we have to go to them. Mrs. Rozanski felt this should have been part of the planning process.

Mr. Bruce said a few years ago at the time he developed Redgate, the Building Inspector did not require a permit to remove the fill; two attorneys he spoke to said a permit was not required; Mike Perrault felt a permit was not needed; however, Town Counsel said it was required. Mrs. Rozanski asked if some fill could be given as a gift, but Mr. Bruce said he had an agreement to sell. Mrs. Rozanski noted that the Planning Board should look at this issue in the future. Mrs. Rozanski then made the motion to grant the earth removal permit; Mr. Henry seconded; all aye. The Board asked that a memo be written to the Planning Board to discuss the subject of excess fill/earth removal in subdivisions. Mrs. Allen noted this was under the town by-laws. Allan Osborne phoned in to recommend that the removal permit stipulate the number of cubic yards.

- Mr. Henry commented on receiving anonymous letters and criticisms and that the Board cannot respond to letters if they are not signed. Mrs. Rozanski voiced the same concern, but asked that copies of the letters be sent on to the proper department involved. She also told listeners that they can call the Selectmen in confidence.

- Mrs. Allen asked the Board to sign the intermunicipal agreement involving the use of the tub grinder for Needham and other area towns. She stated that the Town Accountant had already signed it certifying that the amount had been appropriated, and Town Counsel had signed it as to form. Mr. Henry made a motion that the agreement be signed; Mrs. Rozanski seconded; all aye.
- A "Cops Fast" application was looked at by the Board which was for small towns that may be eligible for an officer's salary to be paid for a year. Mrs. Allen noted that the Chief was looking at it.
- Mrs. Allen told the Board that, for some reason, the State Highway Department felt it necessary to come to Medway, investigated the Walker Street Bridge, and found it indeed is closed and should be repaired. She stated that we have received the 100% plan, and now needed Mr. Dziczek's signature to allow access for three right of way entries onto town property to redo the bridge.
- Mrs. Allen said that the guardrail was now up on the Shaw Street Bridge, and it just needed to be paved to be opened.
- Mrs. Allen brought up a communication from the Planning Board asking for permission to use Town Counsel for the reimbursement of snow-plowing services. She noted that, in speaking with Town Counsel, he did not feel that this was something he should be involved in. Mrs. Allen noted that the streets involved were unaccepted streets, and Mr. Henry agreed if they are not our streets, they are not our problem. Jim Brodeur phoned in and said that they want to take the money out of the bond that the Planning Board has for this subdivision and that Town Counsel had all the documentation on this. Mr. Henry ~~said that he would~~ <sup>was requested by the Chairman to</sup> talk to town Counsel to clarify and bring a recommendation back to the Board.
- Chief Vinton was present and made a recommendation to the Board to auction off two surplus vehicles: a 1967 Chevy Van and a 1963 Maxim Pumper. The Chief stated that the Town Mechanic had looked at them and that they would be too costly to repair, but that he would be interested in the van to be used as his town vehicle. This was a little confusing, but Mrs. Rozanski made a motion to accept the recommendation of the Fire Chief and for the Board of Selectmen dispose of them in the most advantageous manner and auction; Mr. Henry seconded. Mr. Dziczek raised some concern that there was a reason why the mechanic felt the van could be utilized by the Highway Department. Mrs. Rozanski

amended the motion that the Board of Selectmen dispose of the vehicles in the most advantageous manner and auction, unless a department petitioned the use of them; Mr. Henry seconded; all aye. The Chief said that after the Board spoke to other departments, he would set a date for the auction.

- Mrs. Rozanski brought up the names of five individuals interested in being on the Idylbrook Land Acquisition Committee, and made the motion that the following be appointed: Ed Hjerpe (CIPC alternate), Bernie Cornelia (CIPC rep), Steve Nasca (citizen-at-large), Rich Kenney (School Committee), John Williams (School Committee); Mr. Henry seconded; all aye.
- Mr. Dziczek complimented the Medway High School Volleyball Team for a successful year even though they did not win the title.
- Mrs. Allen presented the Board with a request from Sabina Doyle's for a live entertainment license for the evening of November 23rd, from 8:00 p.m. to midnight. Mrs. Rozanski made the motion that it be granted; Mr. Henry seconded; all aye.
- Mr. Henry asked that the local Medway Cable Access check the microphones as not all the Selectmen can be heard. He suggested they be lowered, or table mikes be placed, and that you cannot hear the audience asking questions. Mrs. Rozanski noted that Medway Cable Access was up for three awards recently, but did not win.
- Mrs. Allen brought up the Town Accountant position for discussion. The Board talked about the amount of time that can be given for the transition period to Mr. Brothers, and the salary that could be given to Mrs. Mehta after Mrs. Allen had calculated the funds to see if there was enough appropriated. After some discussion, Mr. Dziczek asked the Board if they could enter into an agreement for Mrs. Mehta to start on December 19th at one step, then 3 months later to another step, and then 3 months after that to another step, with about a 5-7 day overlap transition period for Mr. Brothers. Mrs. Rozanski suggested a letter from the Chairman making an offer. Mr. Dziczek said he would, and advise the Board if she accepts.
- Mrs. Allen gave the Board for their review a summation from the Treasurer concerning a contract Mrs. Sanford recommended be awarded to ADP for payroll services. It will be discussed next week.


- Mrs. Rozanski asked for the Board's authorization to act on behalf of the Selectmen at a meeting being held the next day concerning the grant process for the Town Hall. Mr. Dziczek, as chairman, gave her that authorization.
- Mr. Dziczek told the Board about a meeting of the Audit Committee being held on November 23 at 9:00 a.m. indicating that Rich Kenney could not attend, but someone from Z&L Associates would be in attendance. Mr. Dziczek asked that Mrs. Allen attend as no members of the Board could go. He noted that Mr. Brothers had asked for direction from the Audit Committee with reference to Z&L's report. Mr. Dziczek wanted to make sure the issue was addressed, what was its impact, and if the Audit Committee would put their recommendation of what Mr. Brothers should do in writing, so it could be done by him.
- A communication was received from the Board of Assessors asking that they be notified of future staff meetings so that their office could be covered while the staff was at the meeting. Mrs. Rozanski noted that since it is an open meeting, the town hall cannot be closed.
- Mr. Henry brought up the fact that the Board of Health needs a place to hold their meetings, and suggested they use the Selectmen's Meeting Room. The Secretary and the Administrative Assistant both brought up the fact that the meeting room had been used in the past by groups, but after it was noted that office paperwork and desks had been disturbed during those meetings, the Board of Selectmen at that time had voted that no one but the Board would use that room. The locks were changed and only the Custodian, the Secretary and the Administrative Assistant were given keys - this was to protect the Board members as well. Mrs. Allen said there would be no problem with using the room as long as the office area was separated from the meeting room. Mr. Henry then suggested that, since the Town Hall is going through the renovation process with the elevator, to put a door in the meeting room to access Sanford Hall. This will be passed on to the Custodian. Mr. Henry also stated that the Selectmen have the use of the meeting room first if needed - others would have to be bumped. Mr. Dziczek said, however, the use of the room has to be cleared through the Secretary or the Administrative Assistant. Mrs. Rozanski asked that other rooms be utilized first.
- Mr. Dziczek brought up the petition submitted by Mrs. Bennett to the Labor Relations Commission. It was noted that the Board needs to accept the bargaining

units as broken down on the petitions for collective bargaining purposes. Mrs. Allen said that only those indicated on the petitions would be involved in the collective bargaining process; others not stipulated would have to go to the JCRB for increases.

- Mrs. Rozanski said that the MMA has a consulting group to assist towns with their governing body to help make a recommendation as to improving it. Mrs. Allen will check on this. Mrs. Rozanski complimented Mrs. Allen on the work she had done to complete the Community Action Statement which helped to get the Town Hall its grant, noting she deserved a lot of credit for her effort. Mrs. Allen said that Medway was one of the first towns to get their Community Action Statement submitted, and agreed it should be updated periodically.
- Mr. Dziczek brought up the strategic planning workshop held recently, and Mr. Henry said they will probably have another meeting in the spring, with emphasis on the Conservation Commission and their open space survey and the Idylbrook property. Discussion would also involve water and sewer resources and more global issues, and residential and commercial development. Mrs. Rozanski asked Mrs. Allen to see if EOCD would help with a grant for a consultant.
- Mr. Dziczek noted that some committees being formed, such as the Idylbrook and By-law Revision Committees, can't get funding for printing, etc. Mrs. Rozanski said that if the committee is under the Selectmen, they come under the Board's jurisdiction for budgets. Mr. Henry brought up the Pride Committee, which is under the Selectmen, but when they had come in to the Board, were coming as part of the business community and were not seeking any funds. Mrs. Allen brought up the Camp Sunshine building project, which she said was a separate gift account.

10:15- The meeting was adjourned.

Respectfully submitted,

  
Mary Jean Fredette, Secretary

mj

*approved as  
amended  
12/5/94*



## BOARD OF SELECTMEN

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

### AGENDA

November 14, 1994

- 7:00 p.m. Open meeting, sign warrants.
- 7:15 Paul Wilson - regarding Grant for the  
Town Hall
- 7:30 Anne & Joe Mahan - regarding Street Open  
Permit extension
- Old and New Business

Present: Joseph Dziczek, Raphaela Rozanski, Lee Henry,  
Administrative Assistant Ruth Allen.

7:00 p.m.--Mr. Dziczek called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. All but one of the warrants was signed. Mrs. Allen will clarify the information on that one warrant.

- Mr. Dziczek noted that he had received a phone call from George Maravolos of Innovative Coatings. He asked Mrs. Allen to set up a time to meet with him and Bob Speroni to discuss his concerns.
- Mr. Dziczek brought up an application of a grant for recycling for composting bins, and a revolving account that should be set up.
- Mrs. Rozanski said she had gone to a meeting at Blackstone Valley Technical School on the subject of "doing more with less" (copy attached of Mrs. Rozanski's report)
- Mrs. Rozanski reminded everyone of the SWAP meeting in Sanford Hall on November 17th at 3:00 p.m.
- Mrs. Rozanski reported that the Board will be opening proposals for audit services on November 28th and a rep from the Audit Committee attend. She requested that a meeting be posted for the Audit Committee so they can have recommendations to the Board by December 12th.
- Mr. Henry voiced his concern about the parking and traffic problems on election day. He said he asked the Town Clerk to look at what happened and to talk to the Police and School Departments to alleviate such problems again.
- Mr. Henry noted that the Park and School Departments are still discussing the handling of grounds, and no agreement has been reached yet.
- Mr. Henry said he had spoken to the Building Inspector and they had placed some radon test kits in the Town Hall, and should have results by November 21st.
- Mr. Dziczek asked that a copy of the Building Inspector's monthly reports be sent to the FinCom.

7:20 - Paul Wilson of the Town Hall Building Committee was present for choosing of a grant administrator. Letters were sent out and they received two applications for the position: Gino Carlucci and Mr. Griswald and recommended the appointment of Gino. Mrs. Rozanski made a motion to



go with the recommendation of the Town Hall Building Committee; Mr. Henry seconded; all aye.

- The Board had received 5 more requests from residents who wanted to be involved in the Idylbrook property research. Mrs. Rozanski made a motion to appoint Maria Sichel, Peter Sichel, David Hoag, Ellen Gove and Virginia Calapa to the Idylbrook Land Acquisition Committee through January 30, 1995; Mr. Henry seconded; all aye.
- Mrs. Rozanski brought up the letter from Tri-County Voc. School seeking the Board's assistance in having a special election on bond indebtedness. Mrs. Allen will talk further with Mr. Jones about this.
- Mr. Henry made a motion to accept the executive session minutes of October 14th; Mrs. Rozanski seconded; all aye.
- Mr. Henry brought up the minutes of October 31st and made a few corrections. Mrs. Rozanski made a motion that the minutes be accepted as amended; Mr. Henry seconded; all aye.
- Mr. Dziczek brought up the minutes of November 7th and made a correction as to who the chairman was. Mr. Henry made a motion to accept the minutes as amended; Mrs. Rozanski seconded; all aye.
- Mrs. Rozanski made a motion to accept the minutes of September 26th; Mr. Henry seconded; all aye.
- Mr. Henry made a motion to accept the minutes of October 20th; Mrs. Rozanski seconded; all aye.
- The letter from School Committee chairman Maureen Meyer on the maintenance check-off list was acknowledged. A copy of the letter was given to the Building Inspector, and it was felt that he and his team should respond to the letter.
- The Town Accountant's analysis of cash activity for Fiscal Year 1994 was acknowledged. Mrs. Rozanski said she could not follow it. Mrs. Allen said it was his report on estimated receipts vs actual receipts.
- Two re-appointments were brought up: Cecilia DelGaudio and Rebecca Atwood for the Medway Cultural Council. Mrs. Rozanski made a motion to appoint Ms. DelGaudio and Ms. Atwood for their second two-year terms through November 2, 1996; Mr. Henry seconded; all aye.



- The Fire Chief's monthly report was noted.
- Mrs. Rozanski asked that the Secretary send a letter of appreciation to Col. Matondi for the services on Veterans Day.
- Mr. Dziczek noted that the High School soccer team lost the tournament, but asked that a letter be sent to the Coach. He indicated the volleyball team is still in pursuit of winning their final games.
- Mr. Dziczek went over the EOCD incentive program package received on designation of economic target areas. Mrs. Allen said it was similar to the OECD package we recently were involved in. Mr. Dziczek asked that it be looked at for the steps on how to proceed.
- The Board noted the three references received for Bob Brothers for the Town Accountant position.
- Sandra Bennett was present and asked for some time to speak. She stated she was here on behalf of the employees to form an employee organization, and looking for employee recognition as a collective bargaining unit through the Labor Relations Commission. She said a consent agreement was needed, and if they vote to accept, they are voting to accept the organization, which at this time consisted of three units. Mr. Dziczek stated that the petitions have been presented and received and will be reviewed. Mrs. Bennett explained the organization is similar to the police association, and that it is not a union. Mr. Dziczek asked that copies be made for the Board members to review.
- The Board reviewed the articles for the special town meeting. Mrs. Rozanski made a motion to delete the FinCom article which was felt to be a duplicate of the CIPC article; Mr. Henry seconded; all aye. A memo had been received from the School Committee requesting the amount be changed in their article to \$181,841. At this point, Mr. Henry made a motion that the articles be changed around and renumbered as discussed; Mrs. Rozanski seconded; all aye.
- Mr. Dziczek asked if they would like to discuss the applicants for the Town Accountant position and announce the winner. Mrs. Rozanski said this was subject to a satisfactory background check. Doug Downing, who was present, suggested it also be subject to negotiations. Mrs. Rozanski said that could be discussed in executive session. Mr. Henry noted that the search was conducted

in open session the previous Thursday, with the hopes of coming back this evening with a decision. Mrs. Rozanski made a motion to appoint Arti Mehta to the Town Accountant position; Mr. Henry seconded; Mrs. Rozanski amended the motion to include subject to successful negotiations; Mr. Henry seconded the amended motion. Mr. Dziczek asked Mrs. Allen to call Mrs. Mehta and ask if she was still interested in the position, and if so, to ask her to come to a meeting in executive session; all aye to Mrs. Rozanski's motion. Mrs. Rozanski asked that the other applicants not be notified of the Board's decision until after the negotiations are completed. Mr. Henry asked that a meeting be posted for November 17th at 7:00 p.m. for the purpose of negotiations. Mr. Dziczek asked that some thought be given to the transition period between Accountants, and asked Mrs. Allen to inquire if Mr. Brothers was willing to stay on for the transition period.

8:40 - Mr. Henry made a motion the meeting be adjourned; Mrs. Rozanski seconded; all aye.

Respectfully submitted,



Mary Jean Fredette, Secretary

mj

*approved with  
attachment 11/21/94*

Liaison Report

Raphaella Rozanski



*Please attach  
to minutes  
of 11/14/94*

**Intergenerational Meeting**

**November 14, 1994**

Sponsored by Blackstone Council on Aging with the cooperation of the Blackstone Regional Tech High School in Upton and several members of the state legislation including Senators Amorello and Bertonazzi and Rep. Marie Parente.

Guest speaker was Franklin Olivierre, State Secretary of Elder Affairs.

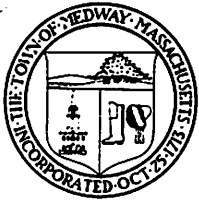
The theme of the meeting was planning for the future with stress on the idea that the most important resource we have is our people. The strength of a community is our people, each caring about each other. Doing more with less money by optimizing every resource.

Secretary of Elder Affairs pledged to continuing promoting better easier access transportation with the Dept. of Transportation.

Dr. Fitzpatrick, Superintendent of Schools, Blackstone Regional Tech. High School discussed better, more efficient use of school buildings.

All speakers advanced the idea of an interactive model for cooperation between the generations. Each bringing skills and sharing rather than one caring for the other.

The phenomenon of grandparents and taking primary responsibility for grandchildren as well as the over 65 year old being heads of households in increasing numbers was advanced.



## BOARD OF SELECTMEN

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

### AGENDA

November 7, 1994

- 7:00 p.m. Open meeting, sign warrants.
- 7:15 Joint meeting with the Library Trustees  
to fill a vacancy on their Board
- Old and New Business

Present: Joseph Dziczek, Raphaela Rozanski (arrived 7:35 p.m.),  
Lee Henry, Administrative Assistant Ruth Allen.

7:00 p.m.-Mr. Dziczek called the meeting to order in the  
Selectmen's Meeting Room 2 of Town Hall. Although not  
on the agenda, he indicated that he expected Chief  
Lambirth and Lou Caccavaro to attend.

- The Board reviewed the memo from the Town Hall Building  
Committee updating them on the status of the work being  
done.
- Mr. Henry stated the minutes should show that the trial  
balance for FY'94 and July - September 1994 was not  
received by the Board from the Town Accountant as  
requested by November 4th.
- Mr. Henry noted the memo received from Mark Flaherty  
concerning OSHA safety. Mrs. Allen noted she had been  
in contact with our insurance company, MIIA, and they  
will be getting back to her on this issue. She did not  
feel a safety committee needed to be formed yet as Mr.  
Flaherty had requested.
- Mr. Dziczek acknowledged the Building Inspector's  
monthly report for October.
- Mr. Dziczek acknowledged the Town Accountant's memo to  
the Assessors indicating because of expenditures in  
excess of appropriations for FY'1994, \$114,395.19 should  
be included on the FY'1995 tax recap sheet, along with a  
possible \$2,915.
- Mrs. Allen told the Board that the Holiday Committee was  
planning the Holiday Parade for Saturday, December 3rd.

7:13 - Lou Caccavaro, Chairman of the Town Accountant Screening  
Committee, came before the Board to report on their last  
committee meeting where they reviewed the 20 resumes for  
the Town Accountant position. He indicated he would  
give the minutes of their meeting to Mrs. Allen for  
filing. She suggested the resumes and the minutes be  
kept together in the files. Mr. Caccavaro noted that  
they had received four memos from department heads  
stating their concerns for the applicant for this  
position. He made copies of those memos plus statutory  
duties for the Board. Mr. Caccavaro indicated that most  
of his committee wished to be present and part of the  
interview process if the Board had no objection. Mr.  
Henry made a motion to accept the recommendation of the  
Town Accountant Screening Committee from their  
communication of November 4th as presented by Mr.

Caccavaro; Mr. Dziczek seconded; all aye. Mr. Caccavaro said he had heard from pretty much all of the 20 applicants via phone calls. The names of the applicants were kept confidential until this evening, and the five finalists had not been notified yet. They are in alphabetical order: Kelly A. Adler, Robert H. Brothers, Kenneth H. Burgess, David S. Grab, Arti P. Mehta. Mr. Henry made a motion to try for a meeting on November 10th to interview the 5 candidates. Mrs. Allen was asked to contact them. Mr. Dziczek stated that all 20 resumes are now public information, and would give them to Mrs. Allen for filing. Mr. Caccavaro said that the interview process should now be in open session. Mr. Dziczek seconded Mr. Henry's motion for a meeting on November 10th; all aye. It was stated that there would be no public participation or questions asked of the candidates.

- 7:30 - Members of the Library Trustees were present for a joint meeting with the Board concerning the vacancy on their board due to the passing of Tom Carpenter. Mr. Henry made a motion to go into a joint meeting with the Trustees for the vacancy and appoint Mr. Dziczek as chairman of the joint committee; this was seconded; all aye. Mrs. Gaudreau nominated Wendy Rowe; Mr. Binder seconded; all aye. As there were no other nominations, Mr. Dziczek made a motion that the nominations be closed; Mr. Binder seconded; all aye. Mrs. Gaudreau stated that the Trustees had already met with Mrs. Rowe and felt she was a good candidate. A vote was taken and Mrs. Rowe was appointed through the May election 1995 on a 5-0 vote. (Mrs. Rozanski arrived.) Mrs. Knupp made a motion that the joint meeting be adjourned; Mrs. Gaudreau seconded; all aye. Mr. Dziczek brought up the funds from the sale of the Cole Library and asked if they could be spent now. Mrs. Allen stated they were in a separate account and they can use the funds. Mr. Binder indicated they hope to use the money on library renovations and not on operating expenses.
- Mrs. Allen told the Board that a meeting has been scheduled for the Alder Street neighborhood, along with Police and Fire Chiefs for November 21st.
  - Mrs. Rozanski said that David Travalini was interested in being on the Idylbrook Land Acquisition Committee, and nominated him to be appointed; Mr. Henry seconded; all aye.
  - The Secretary was asked to advertise the various vacancies that exist on appointed boards and committees.

- Mrs. Rozanski said that the next SWAP meeting was being held in Sanford Hall on November 17th, and Mrs. Allen was asked to post it for 3:00 p.m.
- Mrs. Rozanski followed up on the RFP's for audit services stating that copies of the new RFP were sent to the previous 5 bidders, and copies of the ad will be sent to others.
- Mrs. Allen said she was following through on right of entry for property involved with the Walker Street Bridge repair project.
- With reference to a U. S. Department of Justice Fact Sheet, Mrs. Allen noted that Chief Lambirth was working on it.
- A letter from Rep. Gardner concerning senior tax credit was received and will be researched further.
- The Board acknowledged the notices of public hearing with the Planning Board for the articles for the Special Town Meeting warrant.
- The resignation of Dionne Levasseur from the Zoning Board of Appeals and the Disability Commission was accepted.
- Mrs. Allen asked the Board about the closing of Town Hall the day after Thanksgiving, noting if the Highway Department has to come in that day because of snow, they are paid straight time. Mrs. Rozanski made a motion that the Town Hall be closed the day after Thanksgiving; Mr. Henry seconded; all aye.
- Mrs. Rozanski read a letter of appreciation to the Highway Department.
- The Board acknowledged the Animal Control Officer's report for the month of October. Mrs. Malo's good tracking system as noted in the report was complimented.
- The Board started to discuss the Special Town Meeting warrant articles and then decided to review them and discuss them at next week's meeting.
- The warrants were signed at this time.
- A Tri-County meeting/luncheon on collective bargaining is being held on November 15th and Mrs. Rozanski said she was going, and asked Mrs. Allen to accompany her.

- Chief Lambirth came before the Board to discuss administrative procedures and a decision to be made by the Board as the appointing authority. Mrs. Rozanski read exception 5 and said they could just discuss the situation. Mr. Dziczek did not feel a need to go into executive session.

The Chief noted charged of misconduct against one of the officers and that he had been indicted by the grand jury and was to go to trial still presumed innocent. Chapter 268A deals with the disposition of a public employee, and told the Board they may put him on suspension without pay or benefits. The Chief said he cannot make the decision, the Board has to. Town Counsel has also agreed the Board has that option. If he is not suspended, he could be put on administrative duty as a dispatcher at his regular salary, while a permanent intermittent would be doing an officer's duty at the dispatcher salary. He stated the intermittent is partially trained, and it would bring the force up to full capacity. The Chief also said he did not feel it was a problem with collective bargaining. If the officer was suspended, and they found no cause against him, all the monies held back would have to be given back to him.

After some discussion and some questions back and forth, the Chief again said the Board had two options - to either retain him or suspend him. If the Board decided to retain him, it was the Chief's option what administrative duties he would have the officer do. Mr. Henry said he felt Town Counsel should have been present for the discussion. Mr. Dziczek disagreed saying he felt nothing of a legal nature was being discussed. Mr. Henry again said he felt there were legal issues being discussed, and he should be here in the future. Mrs. Rozanski said she did not feel she could make a decision without legal counsel.

The Chief explained the procedure for suspension, and also reiterated for the Board when the issue was brought to light back in February of 1994, that he was put on administrative leave during the investigation. When asked by the Board for the Chief's recommendation, the Chief recommended he be retained in administrative duties. He explained if it did not work out, he would come back to the Board, but he was hoping to keep a level of confidence with the public.

Mr. Henry made a motion to take the Chief's recommendation and retain the officer in question and take any actions necessary; Mrs. Rozanski seconded; all



aye. Mr. Henry acknowledged that the officer was innocent until proven guilty and they were placing their trust in the Chief. Mr. Henry also stated that they want to make sure everything is working out, and to come back to the Board on a periodic basis. Mrs. Rozanski said that the Board supported him and wanted to do what they could to help. She urged that agreements be put in writing.

- With regard to the 5 finalists for the Town Accountant position, Mr. Henry asked that they receive verification of their educational background. Mr. Dziczek also asked that the applicants be prepared to give a 2-3 minute introductory opening statement. He also would like to know when they could start employment.

9:30 - Mrs. Rozanski made a motion that the meeting be adjourned; Mr. Henry seconded; all aye.

Respectfully submitted,



Mary Jean Fredette, Secretary

mj

*Approved as amended  
11/14/94*



## BOARD OF SELECTMEN

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

### AGENDA

October ~~28~~<sup>31</sup>, 1994

- 7:00 p.m. Open meeting, sign warrants,  
approve minutes of 10-24-94.
- 7:15 Animal Control Officer, Jackie Malo  
"Pets who need a Home"
- 7:30 Bill Canesi, regarding a Street Opening  
Permit on Clark Street Also someone  
regarding a Street Opening Permit for  
the East side of Summer Street at the  
intersection of Highland Street,  
north approximately 450 feet.
- 7:45 David Verdolino - to discuss issues  
relevant to upcoming STM.

Old and New Business

NOTE: Appointment committee for Idlebrook Land  
and Open Space Committee

Present: Joseph Dziczek, Raphaela Rozanski, Lee Henry,  
Administrative Assistant Ruth Allen.

7:00 p.m.-Mr. Dziczek called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. The warrants were signed. Mr. Henry noted that the Financial Assistant, Shirley, <sup>Heaton</sup> had provided a listing of the different warrants that were being signed this evening.

-After some follow up questions on the minutes and a correction of the date on page 1, Mr. Henry made a motion to approve the minutes of October 24th; Mrs. Rozanski seconded; all aye.

7:07 - Although not on the agenda, Rob Collum stopped in to complain about the Board of Health and Animal Control Officer numbers not being listed with the Information Operator, and that the Board of Health phones were not hooked up yet. Both Mrs. Allen and the Secretary told Mr. Collum that the Nynex representative had been called many times, and we had been assured that it would be taken care of. Mrs. Allen told him it had been confirmed today that it finally had been done, but that all efforts had been tried to get it corrected; only so much can be done from our end. Mrs. Allen also stated that they were working on getting the air conditioner installed and computer wired up. Mr. Collum was also concerned about where their meetings would be held.

7:20 - Animal Control Officer Jackie Malo came to the Board at the Chairman's request to discuss what one should do if they hit a deer, and any stray cats she was holding for adoption.

7:30 - Bill Canesi came before the Board regarding a street opening permit on Clark Street for developer Tom Caplis. Mr. Canesi stated they were looking for an extension beyond the November 15th deadline to install a water line into Liberty Estates starting near 14 Clark Street. They asked for an extension to November 22nd. After some discussion, Mrs. Rozanski made a motion to extend the street opening permit to November 22nd; Mr. Henry seconded; all aye.

George Papadopoulos came before the Board with regard to a street opening permit extension for sewer line at the intersection of Summer and Highland Streets. After some discussion, Mrs. Rozanski made a motion to extend the street opening permit to December 1st; Mr. Henry seconded; all aye.

7:55 - Lou Caccavaro came before the Board concerning a recent

meeting of the Town Accountant Screening Committee. He stated he had been elected chairperson and wanted to go over the time table the committee had established, indicating they did not believe they could make the November 4th deadline. Mr. Caccavaro said he believed their charge was to include the interview process, but in speaking with one of the Board members, he said he may have misunderstood. His committee thought they should interview unless the Board did not want them to; if so, they could make the November 4th deadline.

Mr. Henry passed on the minutes of the October 20th meeting to Mr. Caccavaro indicating therein that the Committee would just look over the resumes, and the Board would do the interviewing hopefully the week of November 7th. Mr. Caccavaro stated the Committee would like to send a memo to all department heads asking for their input as to what they would like to see in a Town Accountant. He did suggest that one or two members of the screening committee be included in the interview process. Mr. Dziczek asked that the Committee contact the 20 applicants and noting we had received their application, and make sure they were still interested in the position. Mrs. Rozanski asked that the Committee notify the Board in writing on Friday, the 4th if possible, of their findings.

8:10 - David Verdolino and Richard Kahn of the Finance Committee came before the Board to discuss some issues relevant to the upcoming special town meeting. Mr. Verdolino asked that the date be kept at November 21st since the Assessors need time to do the recap sheet to set the tax rate, and let the issue of Idylbrook and the open space be discussed at another time. It was felt that the Assessors had no problem if the date was changed to November 28th or December 5th. Mrs. Rozanski made a motion to rescind the vote of the STM from November 21st to December 5th; Mr. Henry seconded; all aye. Mrs. Rozanski made a motion to have a STM on December 5th; Mr. Henry seconded; all aye. Mrs. Allen noted that the Planning Board has to have a public hearing on the open space issue prior to the STM, and believed it was set for November 22nd. Mr. Dziczek said that the deadline for Idylbrook - right of first refusal - was January 30th, and the property and the price should be looked at.

8:45 - Mrs. Rozanski went over her liaison report. On the status of the RFP, she stated that the Audit Committee had looked at the 5 proposals and saw areas of ambiguity, therefore, voted to go forward with a new RFP. Those 5 bidders will be sent a letter explaining

why they were rejected, along with a copy of the new RFP. She stated she has spoken with Frank Burke and Ellis Fitzpatrick and written a letter to Mariellen Murphy. Mrs. Rozanski said they have obtained a waiver from the Dept. of Ed and no additional waivers are necessary, but reconciliations of cash accounts and payroll withholding accounts are necessary, as is posting of the audit adjustments. She stated she believes a separate audit on the water surplus account can also be done.

Mr. Henry said that the Treasurer/Collector problems are not resolved yet, and he was dissatisfied that the District Attorney's office just got the records back to the town a few months ago. He felt an audit of '94 and compliance reports of the other 2 years was not the best and felt the townspeople would want the '93 done as well. Mrs. Rozanski said it could be added in, as it is the Board's ultimate decision. If further investigation is required, however, we would have to raise and appropriate more monies.

Sandra Bennett was present noting Mr. Henry had stated what she had intentions of saying. She did have a question concerning the new RFP where any questions should be directed to the Treasurer, where before they had been directed to the Town Accountant. Mrs. Rozanski noted that was to be changed to include both. Mrs. Rozanski also felt that there should be an article in the town meeting warrant to include the Treasurer and Accountant as ex-officio members of the Audit Committee. This should be discussed with Town Counsel to see if it is proper. Allan Osborne, who was present, wanted to be sure that the Selectmen noted they have the right to reject any and all bids in the best interest of the town. Mrs. Rozanski said it was in the RFP. Mr. Henry made a motion to amend the RFP to include both 1994 and 1993; Mrs. Rozanski seconded; Mr. Dziczek was opposed. Mr. Dziczek felt there was approximately \$45,000 set aside for three years' worth of audits. Mrs. Bennett questioned why two of the five audit proposals received were dismissed. Mrs. Rozanski said they all did not meet the criteria. Mrs. Rozanski made a motion to amend Section E, #1 of the RFP to include both the Treasurer and the Town Accountant; Mr. Henry seconded; all aye. Mrs. Rozanski made a motion to reject the other proposals and advertise the new RFP; Mr. Henry seconded; all aye.

- The Board went over the various articles received for the STM. Mr. Henry made a motion to include an article to have the Treasurer and Accountant ex-officio on the

Audit Committee; Mrs. Rozanski seconded; all aye.

- The Board reviewed a letter from the Medway Lions Club requesting permission to sell Christmas Trees at the shopping center. Mr. Henry made a motion to approve the request; Mrs. Rozanski seconded; all aye.
- Input had been received from Chief Lambirth and Chief Vinton concerning Coffee By George. The Board requested that that info, along with the Planning Board's comments, be now sent to Fancher representing Coffee By George, under a letter from the Selectmen.
- The Board reviewed a report from Group Benefits Strategies which was a group health insurance funding analysis for FY1995. Mrs. Allen noted \$875,000 had been appropriated, but it seemed as if there would be a deficit of \$98,187. There should be, however, \$150,000 in the trust fund surplus of prior years carried over. Mr. Dziczek indicated the Finance Committee wants to be involved with the Insurance Committee and asked that a copy of the analysis be sent to them.
- Various residents had expressed an interest to be appointed to a committee to study the Idylbrook Farm land ~~for~~ that is for sale. Mr. Henry made a motion that a committee be appointed to evaluate the Idylbrook property and make a recommendation to the Board to exercise right of first refusal; Mrs. Rozanski seconded; all aye. Mrs. Rozanski made a motion that the following be appointed to the Idylbrook Land Acquisition Committee through January 30, 1995: Sue Phinney, Planning Board; Paul Yorkis, Planning Board; Chris Tzianabos, Planning Board; Jeff Nutting, Citizen-at-large; MaryJane White, Citizen-at-large; Lisa Mawn, Conservation Commission; Bob Tucker, Citizen-at-large; Al Magliaro, Park Commission; Mrs. Rozanski seconded; all aye.
- Mr. Dziczek brought up Town Accountant Bob Brothers' concerns about the report from Z&L Associates and the input he had requested from the Audit Committee. Mrs. Rozanski stated Mr. Brothers was not present at the last meeting, therefore, it could not be discussed. She said that Mr. Kenney will call Z&L, and the Audit Committee had made a motion to ask the Selectmen to request Mr. Brothers come to an Audit Committee meeting in the next two weeks to discuss his concerns. Mr. Dziczek stated that Mr. Brothers had said if the Audit Committee tells him in writing to make the entries, he would do them.
- Mr. Henry brought up going through the process of trying to get a Town Administrator. Mr. Dziczek said he would

talk to Mr. Maciolek about it. Mr. Henry said, as far as he knew, the third step in the process is no longer needed which is to put it on the ballot for a vote. Mr. Dziczek thought the MMA could do an analysis or study for us and give us a recommendation.

10:35- Mrs. Rozanski made a motion the meeting be adjourned;  
Mr. Henry seconded; all aye.

Respectfully submitted,



Mary Jean Fredette, Secretary

mj

*Approved as  
amended  
11/14/94*



## BOARD OF SELECTMEN

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

### AGENDA

October 24, 1994

- |           |   |
|-----------|---|
| 7:00 p.m. | Open meeting, sign warrants,<br>approve minutes of 10-3-94 and<br>10-17-94 meeting. |
| 7:05      | Open RFP's for Payroll Service  |
| 7:10      | Open Cold Planing Bids  |
| 7:15      | Town Accountant, Robert Brothers  |
| 7:45      | Tax Classification Public Hearing   |
| 8:00      | Boosters Club regarding a Solicitor's<br>Permit                                     |
|           | Old and New Business  |



Present: Joseph Dziczek, Raphaela Rozanski, Lee Henry,  
Administrative Assistant Ruth Allen.

7:00 p.m.-Mr. Dziczek called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. In the signing of the warrants, which were done, Mr. Henry made an administrative suggestion on the warrants. He stated he would like the Board to receive more information pertaining to the warrants such as the period ending, the amount, number of checks, and what kind of warrant it is when the agenda is made up. Mrs. Rozanski agreed saying the Board should have a record from whomever generates the warrants, such as the date of the run, whether it be withholding, payroll or expense warrants, the amount involved, and the number of checks. Mr. Henry said that once the Board has signed the warrants, they have no record of what it was they signed. Mr. Dziczek asked that this be checked into, since the warrants are usually given to the Selectmen on Mondays, and the agenda is prepared on Fridays.

- Mr. Henry also asked that some time be set aside at the beginning of meetings for committee and liaison reports, and maybe start new business at 7:30, following with old business. Mrs. Rozanski agreed noting there could be some public participation time and some flexibility for staff. Mr. Dziczek stated he would rather discuss the important issues first.

7:10 - Mrs. Rozanski read the ad that appeared in the Milford Daily News for payroll services. Two bids were received: From Harpers Data Services in Worcester and Automatic Data Procurement in East Providence. Mrs. Rozanski said both had separated their technical and cost proposals, and a copy of each technical proposal would be file in the Selectmen's Office since they were publicly opened and anyone can inspect them. Mrs. Rozanski made a motion to turn the bids over to the Treasurer for her recommendation; Mr. Henry seconded; all aye. Town Accountant Bob Brothers asked if there was a bidders conference indicated in the specs. Mrs. Rozanski believed it was not required, and Mrs. Sanford confirmed there was none required.

7:15 - Mrs. Allen stated that no cold planing bids had been received, so Highway Supt. Diarmuid Higgins would have to find an alternative. Mr. Higgins said he might make some phone calls, but it would have to be postponed until next year now.

7:20 - Town Accountant Bob Brothers came before the Board indicating he had had a discussion with the Board

Chairman, and since there appeared to be concerns and/or criticism from the public, Mr. Brothers felt they could jointly be discussed at a Selectmen's meeting. Mrs. Rozanski clarified this was a public meeting, not a public hearing.

Mr. Dziczek said he had heard they don't have a reconciled trial balance yet. Mr. Henry said there is a trial balance and also a cash reconciliation. They are independent of each other and to be done on a monthly basis - they are trying to get some degree of confidence in the numbers. Mr. Dziczek wondered if they were close enough. Mr. Brothers indicated a difference of \$231,000 has been identified; hasn't changed; but they are closer; and he has the larger number. He again stated that he can only record what is reported - by the assessors, water/sewer, treasurer - he only records.

Mr. Henry asked if the trial balance had been done for FY'94? Mr. Brothers said it was not done as he was still closing, and he did not have the correct information from one of the offices; but he would do it regardless if he got it or not. Mr. Henry inquired if he could do the trial balance for July, August and September? Mr. Brothers said he was working on it and should be able to close in a couple of weeks. He would try for November 4th. Mr. Brothers also said the trial balance usually has nothing to do with a special town meeting. Mr. Dziczek asked if all towns do reconciliations and trial balances? Mr. Brothers said they usually do cash reconciliations, right to the penny. Mr. Dziczek said the difference between the two offices is critical. Mr. Brothers stated there was a reporting problem; they don't have the same numbers; and because of this, will never balance.

Mr. Henry said the figures should be identical. The information each has is not the same information. They need to root out where the numbers are and negotiate. It was a waste of time for one of the Board members to mediate. The two offices should be able to look and see what the discrepancy is and post it. Mr. Dziczek felt the difference in numbers may have occurred years ago. He asked if there wasn't an outside entity that could come in and say this was the solution? Mrs. Rozanski said that would be the audit and the posting of adjustments. Mr. Henry said one of the things the audit does is cash reconciliations and the testing of certain numbers. The management letter would then say the problem was procedural, management, etc. Mrs. Rozanski stated one of the standard items is a 30-day reconciliation. Mr. Dziczek wondered why previous

audits haven't caught problems? Mrs. Rozanski said the recommendations made have to be followed. As there were no criticisms made known from the audience for Mr. Brothers, he felt his time with the Board was over.

7:45 - The Board of Assessors and Assistant Assessor John Wilson came before the Board for a public hearing on the adoption of the tax rate. Chairman June Murray said at their last meeting on October 17th, the majority of the Board voted in favor of a single tax rate for FY'95 feeling that was the way to go without putting a burden on the stores in the shopping center. Mr. Dzikczek asked when would the Assessors consider a dual tax rate? Mrs. Murray stated when the residential percentage decreased and the commercial increased, they might want to consider it; such as Franklin is at 75% residential and 25% commercial. Mrs. Murray noted that people are already getting a tax break since they are taxed on a property as of the first of the year. Mrs. Rozanski made a motion to adopt the single tax rate for FY'95, to be determined at the Special Town Meeting; Mr. Henry seconded; all aye.

8:15 - Doug Downing came before the Board with regard to a solicitor's permit for the Boosters. The Boosters would like to solicit membership for a discount club for discount cards with at least 15-20 area merchants who want to participate. The intention of this is to bring revenues to the Boosters, with a book of coupons costing \$5.00. It would be anticipated that purchasers of the book would save much more than that with the discounts offered. Mr. Downing indicated they would like to sell from 8 a.m. to 1 p.m. on Saturday mornings from November 12th through December 17th at the Post Office and in the shopping center. Discounts would automatically be deducted upon presentation of the coupon. He indicated that the Boosters would receive 50% of the membership fee, and the other 50% would go to the Nordis Network. Mr. Downing indicated they hope to sell 500, but ordered 1000. Mrs. Rozanski made a motion to grant the solicitor's permit to the Boosters for the discount club to be solicited from November 12-December 17th; Mr. Henry seconded; all aye.

- Mr. Henry brought up the minutes of October 3rd. He said that the RFP for audit services did not go out because they had not received the second half of the response they were waiting for. Mrs. Rozanski said they were still waiting for something in writing from the Department of Revenue, asking if certain procedures were allowed. The other audit proposals are good until November 19th. Mr. Henry noted that the information and

response is needed from the Bureau of Accounts before they can go ahead. With regard to the minutes, Mr. Henry asked that the minutes be amended on page 5, last paragraph, last line to read: Mr. Henry said he had asked the Chairman if he could call Town Counsel earlier in the day, (and add) "for the purpose of clarification of the results of the Board voting not to reappoint". With that amendment, Mr. Henry made a motion that the minutes as amended be accepted; Mrs. Rozanski seconded; all aye.

- With regard to the minutes of October 17th, Mrs. Rozanski made a motion that the minutes be accepted; Mr. Henry seconded; all aye.
- Mr. Dziczek asked about Coffee by George, and Mrs. Allen noted a letter had come in from Chief Lambirth and Chief Vinton that day and will be copied for the Selectmen during the week.
- Concerning the sale of the fire station, Mr. Dziczek thought some of the money could be used to fix town buildings. It was stated that the funds do not become available until FY'96, and becomes a part of the certified free cash.
- Mr. Dziczek asked about the Alder Street follow up. Mrs. Allen said she had sent letters to all three companies, as well as to the five neighborhood reps. She indicated there was a difference between closing off/dead-ending a street and discontinuing a street. Mr. Henry said if a meeting is held, to include a discussion with regard to safety of bus stops and any alternatives and options, with the Board liaison getting in touch with the School Committee in this regard.
- Mrs. Allen brought up with the Board three Department of Revenue letters sent to the Town of Medway concerning:
  - an overpayment of \$107.56 from 12/31/92 being applied to the amount owed of \$5,520.40 from 9/30/93.
  - a notice of assessment of 10/31/93 indicating a balance due of \$5,412.84, which is the tax liability plus interest and penalty minus payments/credits.
  - a request for reconciliation of payments made and tax due for 6/93, 12/93, 3/94 and 6/94.Mrs. Allen said the letters were given to the Treasurer. Mr. Henry asked that Mrs. Allen request a copy of the Treasurer's response to the DOR.
- Mrs. Allen brought up a letter received from the Milford Community Aids Network (MCAN) concerning a conference being held on November 14th in Milford. Mr. Dziczek

felt someone should attend, such as EMS, Board of Health, or Personnel Director. Mrs. Rozanski was concerned that proper procedures were not in place, and asked Maureen Meyer, Chairman of the School Committee, if this was covered in the School Department. She indicated a system was in place and nurses have training in this area. Mr. Downing said he could send the Board a copy of the school's policy. Mrs. Rozanski asked that Mrs. Allen find out who got a copy of the letter, as the Board was supportive of a procedure being in place.

- A letter from the MMA on the federal crime bill and a training session being held on October 27th was discussed. Mr. Dziczek said he was going. Mrs. Rozanski asked Mrs. Allen to call Chief Lambirth and see if he was going.
- The Board signed the warrant for the upcoming election.
- Mrs. Allen stated that a developer inadvertently deposited additional funds in an account specifically for a street opening permit, and now cannot get those additional funds released. She said the Treasurer would accept the signature of the Conservation Commission, Planning Board, and the Selectmen stating that the Town is not required to hold those monies. Mr. Dziczek signed the document.
- Mrs. Allen asked the Board to sign the 1995-1997 application for listing as a DEF-approved Recycling Program. She said Medway passed with flying colors this year, as this is part of getting grant monies for recycling.
- Winners Advertising asked for permission to solicit in the Town for Primavera Restaurant. Mrs. Rozanski made the motion that Winners Advertising be granted permission to solicit for Primavera Restaurant from October 26th-30th during daylight hours only; Mr. Henry seconded; all aye.
- The Secretary told the Board about the November 13th observances at St. Joseph's Church at 11 a.m. for Veterans Day. A proclamation needs to be done up and a representative from the Board of Selectmen to read it. Mr. Dziczek said he would be there.
- Mr. Dziczek brought up the Strategic Planning Workshop held on October 22nd. He said many boards attended and some good discussions ensued. He noted that Idylbrook Farm and Bethany properties were discussed, as well as how water and sewer usage would affect the Town. It was

felt that a study committee should be created to review the Idylbrook matter and if the Town should consider the purchase of the property, and how it would be funded. He felt that representatives from the Planning Board, the Finance Committee, and the Water/Sewer Board should be a part of that committee. Mr. Henry made a motion to appoint a committee to review the Idylbrook property for purchase and report back to the Board of Selectmen; Mrs. Rozanski seconded; all aye. Mr. Henry said that future sites for park and school should be inventoried, along with well water sites and recreational fields. Mr. Dziczek asked that each Board member approach different individuals to try and get a committee, have them appointed, and have a meeting soon, as the deadline is January 30th.

- Mr. Dziczek asked that Mrs. Allen contact the Animal Control Officer and ask her to come in and talk about pets for the holidays as a public service announcement.
- Mrs. Rozanski noted the \$100,000 grant that was awarded to the Town from EOCD for making the Town Hall handicapped accessible. Medway was one of 40 communities out of 80 that were awarded grants. She stated part of the reason we received the grant monies was because of the public participation we had and the involvement of the three Pauls and Gino. Mr. Henry also thanked the Town for passing the article for the monies at Town Meeting.
- Mr. Dziczek offered congratulations to Rev. Margaret Quill of the Christ Episcopal Church for being installed as the full time rector.
- Mr. Dziczek said that the Board met last week and appointed the Town Accountant Screening Committee. Mr. Henry stated that they have tentatively asked for a recommendation by November 4th, so interviews could be conducted between the 7th-11th, and maybe announce an appointment on November 14th.
- Some discussion centered around the limitation of the number of permits to builders, should fees be raised, what is necessary to operate the Building Department, and to get some recommendations from the Building Inspector on how to bring the Town into compliance.
- With reference to the Department of Public Utilities notification on Al-Miraj's property, Mr. Dziczek asked that the Fire Chief and Civil Defense Director be made aware of it.



- Mr. Dziczek requested that a copy of Mrs. Alves' letter concerning the Alder Street neighborhood be sent to Town Counsel.
- The upcoming Special Town Meeting scheduled for November 21st was brought up. It was noted that it has been suggested to hold off on the meeting so that the open space article and the strawberry farm could be analyzed further. However, since citizens' petitions have to go on the warrant, if enough time has not been set aside for review, the article could be dismissed. Mr. Dziczek noted that 200 registered voters could also call for a separate STM within 45 days. He felt that the STM was really being called because of the school's deficit. Mr. Henry disagreed with this citing the other issues and articles that needed to be discussed.


Mr. Henry made a motion to rescind the vote taken at the October 17th meeting to close the warrant this evening; Mrs. Rozanski seconded; all aye. Mr. Henry made a motion to extend the closing of the warrant to October 31st; Mrs. Rozanski seconded; all aye.

Mrs. Meyer stated that time was of the essence with the School Department and their deficit of \$288,000, as well as the need to set the tax rate. Mrs. Rozanski asked questions about the school's budget, and Mrs. Meyer stated that Special Ed, which is mandated, was the majority of the deficit. She indicated that November 30th is the deadline that the Superintendent has set. Mrs. Meyer stated that because the school is 60% of the budget, and they take 60% of the deficit, they should also take 60% of available funds. She indicated that out of the \$288,000 deficit, they would look to get \$175,000 of available funds and somehow absorb the balance of \$114,000. Mrs. Rozanski reminded Mrs. Meyer of the recent negative free cash of \$190,000.

When Mr. Downing reminded the Board that November 28th was Hanukkah, Mr. Dziczek suggested that December 5th be considered for the STM, but this will be discussed further next week. Mrs. Allen was asked to check how close to the STM the special registration had to be held.

10:30- Mrs. Rozanski made a motion the meeting be adjourned; Mr. Henry seconded; all aye.

Respectfully submitted,

  
Mary Jean Fredette  
Secretary

mj

*approved 10/31/94*

MINUTES OF THE SELECTMEN'S MEETING      OCTOBER 20, 1994

Present: Joseph Dziczek, Lee Henry.

Absent: Raphaela Rozanski, Ruth Allen (Administrative Assistant)

7:05 pm - Mr. Dziczek called the meeting to order in the Selectmen's Meeting Room #2 of Town Hall. He announced that the only item on the agenda would be the appointment of a Town Accountant Screening Committee.

Mr. Dziczek asked Mr. Henry if he had received any calls from individuals interested in serving on the committee; Mr. Henry stated that he had received none. Mr. Dziczek stated that he had received three (3) calls from individuals expressing an interest in serving on this committee: Shirley Heaton, Financial Assistant; Sandra Bennett, Asst. Water Registrar; John Williams, School Committee. Mr. Dziczek stated that he would reserve judgment, at this time in the meeting, concerning the advisability of appointing any of these individuals to the committee.

Mr. Dziczek asked Mr. Henry if he had any recommendations for the committee. Mr. Henry stated that he proposed the following people for consideration: Paul Graney, Finance Committee; David Consigli, Finance Committee; Robert Nelson, CIPC; Susan Phinney, Planning Board. Mr. Henry stated that he had contacted these people to ask if they would be willing to serve if they were appointed; he stated that they had all answered in the affirmative. In addition, Mr. Henry did ask the same question of the Town Treasurer/Collector, Marge Sanford; Mr. Henry stated that she would be willing to serve if the Board of Selectmen asked her.

Mr. Dziczek stated that he had contacted: Linda Reynolds, Finance Committee; and Lou Caccavaro, former Chairman of the Finance Committee.

After some discussion, Mr. Henry moved that the following persons be appointed to the Town Accountant Screening Committee:

Paul Graney  
David Consigli  
Robert Nelson

Susan Phinney  
Lou Caccavaro



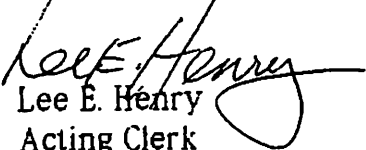
Motion was seconded by Mr. Dziczek; all aye.

Mr. Henry stated that the charge to the committee should be concise and time-related. It was agreed that the committee should meet in open session, then retire to executive session under exception #8. The committee would review the applications for the position of Town Accountant and select the most qualified, if any, of the 20 that had been received. This selection to be based on the job description, advertisement for the position, and their own experience and abilities. The Board directs the committee to respond to all the applicants that their resumes have been received and are under review. The Board expects that the screening of the resumes will be completed on or before the close of business (4:30 pm) November 4, 1994; the recommendations of the committee, along with all the resumes, are to be submitted at the Board of Selectmen's meeting of November 7, 1994. Interviews, if any, to be conducted on Thursday, November 10, 1994, with final decision to be made on November 14, 1994. It was also decided to include at least one (1), if not two (2) members of the Screening Committee during the interviews.

Mr. Dziczek and Mr. Henry are to contact the respective members of the committee and advise them to be sworn in at the Town Clerks office.

Meeting was adjourned at 7:45 pm.

Respectfully submitted,

  
Lee E. Henry  
Acting Clerk

  
11/14/94

Present: Joseph Dziczek, Lee Henry, Administrative Assistant Ruth Allen. Raphaela Rozanski was absent.

7:00 p.m.-Mr. Dziczek called the meeting to order in Selectmen's Meeting Room 2 of Town Hall. The warrants were signed, specifically the payroll for this week, the withholdings for last week as of 10/15, and expenses. Mr. Dziczek mentioned that the Treasurer will check into why there is a delay in withholdings being sent out. Acceptance of the minutes of October 3rd were postponed until next week's meeting when Mrs. Rozanski would be present.

- Mrs. Allen brought up several documents with reference to the site plan for Coffee by George, including the Planning Board's comments. She stated that the Police Chief and Fire Chief thought the next step was a new site plan by Fancher who represents Coffee by George after the mock walk-through of the area in question at the shopping center. Mr. Henry indicated that it was his understanding that the Police Chief and the Safety Officer were going to write down their concerns and then the Selectmen were going to incorporate their ideas into one letter to Fancher. Mr. Dziczek asked for any additional comments from the ZBA and the Fire Chief as well, and requested Mrs. Allen to let Fancher know we are addressing the issues and no acceptance of the site plan has been made yet. It was noted for the record that the previous site plan submitted by Coffee by George was denied by the Board. With reference to the petition submitted by stores in the shopping center, Mr. Dziczek requested Mrs. Allen to send a communication to a representative stating we were in receipt of their petition and the Board would take it into consideration.
- A letter from Randall Whiting, Chairman of the Cultural Council, was brought up wherein he requested the appointment of Leeanne Dickson of 102 Lovering Street to the vacancy on the Council. Mr. Henry made a motion that Leeanne Dickson be appointed to the Cultural Council through October 17, 1996; Mr. Dziczek seconded; all aye.
- The Board acknowledged a communication from the Board of Library Trustees officially notifying the Board of the passing of one of their Trustees, Thomas Carpenter. The viewing audience was told if anyone was interested in applying for the position, to contact Director Philip McNulty.
- The Board acknowledged a letter from the Board of Assessors concerning a lack of communication from the Job Classification Review Board. It was noted that

following an original meeting in May, subsequent letters sent by the Assessors in July and August went unanswered. Their October 3rd letter to the Selectmen was sent in frustration for lack of a response. Mr. Dziczek, as the Selectmen's rep to the JCRB, said he would make sure the letters are acted upon.

- A letter from Sandra Bennett questioning the refusal by the Audit Committee to view the audit service proposals was acknowledged by the Board. Mrs. Allen indicated that it had been taken care of, and a copy of all five bids submitted is now on file in the Selectmen's Office for viewing.
- The Board was in receipt of letters from the Planning Board and Jeff Nutting concerning the property known as Idlybrook Farm. It was agreed that this property should be discussed at the Strategic Planning Workshop on October 22nd. Since Rich Kahn of the Finance Committee was in attendance at this meeting, he was asked to inform the rest of the members of the FinCom of the meeting on the 22nd and the subject of this property being discussed.
- A letter from Town Accountant Bob Brothers was acknowledged requesting to be placed on the October 24th agenda.
- The Norfolk County Selectmen's Association meeting on October 27th was brought up. Mr. Henry and Mrs. Rozanski will be attending.
- A letter from Business Manager Chuck Gallo stating the cooperation he has received from Bob Brothers was read into the minutes at his request (attached).
- Mrs. Allen stated that there had been an Insurance Committee meeting held the previous week, and it was their recommendation that a dental plan be offered to eligible employees. Four plans had been reviewed by the Committee, and one selected, that being CDS/DMS Dental Plan. Fifty percent of those eligible would have to enroll in order to have it offered to the Town. Mrs. Allen stated that there was no cost to the Town; it is all employee paid. Mr. Henry stated that if it was the Insurance Committee's recommendation, then he would make the motion to offer the chosen dental plan to employees; Mr. Dziczek seconded; all aye.
- A letter from the Commonwealth of Massachusetts, Department of Education's Audit Director, William Finn, to Selectman Rozanski was acknowledged. Mr. Henry

stated they were waiting for the second half of the response because the Audit Committee needs the other portion of questions answered for the RFP to be addressed. He did not wish the letter to be made public yet, but did read a paragraph saying that the School Department's federal funds would not be withheld pending receipt of the audits.

- Letters from Library Director Philip McNulty and Town Counsel Richard Maciolek on the proceeds from the sale of the Cole Library and the Torrent Fire Station were acknowledged. A check for \$103,400.00 was given to the Town, with the suggestion that \$67,458.16 be given to the Library Trustees and \$35,941.84 in general revenues as their apportionment. Mr. Henry made the suggestion that the Town Hall Building Committee should be given \$10,000, or at least a portion of the proceeds, for normal maintenance of the Town Hall since the sale of one municipal building could be used to repair another municipal building.
- A letter from a resident on Fisher Street remarking on the unpleasantness of the yellow center lines was acknowledged. Mrs. Allen stated it was done for safety purposes.
- Paul Wilson's letter to the Board suggesting the Town pursue a Town Administrator form of government was noted.
- Karen Alves of Alder Street wrote a letter to the Board requesting an update of other suggestions for making Alder Street safer since Town Counsel had ruled there was no basis for closing it off. Mr. Dziczek suggested contact be made with the three companies involved to see if there is any way to lessen the traffic in the area, such as re-directing some of the vehicles.
- A letter received from the Millis Ecumenical Food Pantry was read by Mr. Dziczek, wherein they requested help from Medway for the 17 Medway families who also are supported by their pantry on a regular basis. He suggested a copy of the letter be sent to the Medway churches for their information.
- Mr. Dziczek noted the joint meeting recently held by the Selectmen and the Finance Committee, and that available funds were in the area of \$210,000 and \$230,000. Doug Downing, who was in attendance, verified that the School Department will be in a deficit of around \$280,000 basically because of special ed. He stated that Supt. Bettencourt cannot predict when special ed children will

move into Town. Mr. Downing said that \$90,000 was cut from the present budget when they surrendered those funds in the municipal budget; \$88,000 is special ed unforeseen; and \$30,000 - \$35,000 is special ed support staff of teachers and aides.

The subject of a special town meeting was brought up, and Mr. Dziczek thought it might be best to wait until Mrs. Rozanski was present to bring the subject up. Mr. Kahn felt there should not be any delay in setting one up, and not as late as January. Mr. Dziczek inferred that there is no guarantee that the available funds would go to the schools; however, Mr. Downing's thinking was that if the schools represent 60% of the municipal budget, then they should take 60% of any cut. On the other hand, if there is new revenue, then they feel they want what is fair and equitable and take their percentage.

Mr. Henry then made a motion to open the special town meeting warrant this evening, and close it on October 24th at 4:30 p.m.; Mr. Dziczek seconded; all aye.

At this point, John Boczanowski submitted a citizens petition to the Board with 220 signatures for inclusion in the warrant. They will be turned over to the Town Clerk for verification.

- On another issue, Mr. Downing indicated that the Boosters Club would be trying to start up a fund-raising campaign and asked that several members be allowed to come to the next Selectmen's meeting to discuss their idea. Mrs. Allen set it up for October 24th at 8:00 p.m.
- For informational purposes, monthly reports were acknowledged from the Building Inspector, Fire Chief, and Animal Control Officer, as was a report on a biking accident on Oakland Street.
- Mrs. Allen brought up the recommendation of Highway Supt. Diarmuid Higgins and Mechanic George Cole to go with two Root snow plows from Atlantic Broom for \$3,150 each, after having viewed them as the low bid. Mr. Henry made a motion to accept the recommendation of the Highway Supt. for the purchase of two 10' Root snow plows from Atlantic Broom at \$3,150 each out of snow removal; Mr. Dziczek seconded; all aye.
- Mr. Dziczek said he was contacted by the Chairman of the Audit Committee concerning the trial balance given by Z & L Associates. He said he would contact her about the

reversing of entries that was brought up recently.

- Mr. Dziczek brought up the special town meeting again, and suggested that Mrs. Allen contact George Cole and Diarmuid Higgins to see if there is an article that they need to put on the warrant.
- Mr. Dziczek noted that the three Selectmen attended Scott Harshbarger's Municipal Forum on October 4th.
- It was noted that the Selectmen were not able to be accommodated at the DOR workshop, but information should be forthcoming.
- Mr. Dziczek stated that the Board had met with the Town Hall staff, and then went into Executive Session and closed the receiving of the Town Accountant applications. He said that they met and counted 20 applications, but did not read the names. It was his understanding that the Board, in reviewing to fill the position, will probably proceed in the following manner: that there will be a screening committee formulated to review the 20 applications, and then provide the Board with names of who they determine to be the most qualified to be considered by the Board, and then the Board will make the decision to interview, and then appoint. No decision was made as to how many should be on the screening committee.

After some thought, Mr. Henry felt there should be not more than seven but not less than three people on the committee, and then ask them to submit to the Board at most five names of the most qualified for the Board to follow up with and interview. On that basis, Mr. Henry made a motion to go forward and form a screening committee and ask for their recommendation. Mr. Dziczek stated the applicants' names should not be given out yet, but they could pick out the committee now and formulate everything next week. Mr. Henry disagreed saying they needed to go asap, and decide tonight. Mrs. Rozanski had told Mr. Henry not to wait for her and she would go along with whatever they decided. He again made the motion to appoint a screening committee to screen the applications for the Town Accountant position. Mr. Dziczek questioned how the selection process for this committee should proceed? Mr. Henry said they could go to executive session and pick the people. Mr. Dziczek noted for the record that, at the executive session on October 14th, the Board did not review the applications but he just took them home with him and had his wife type up a list of names and addresses. At this point, Jeff Nutting called and said

the Board could not go into executive session to choose a screening committee. Mr. Dziczek then suggested people contact him if they were interested in being on the committee. Mrs. Allen told the Board the last time a screening committee was formed, positions were picked for the committee. At this point, Mr. Dziczek seconded the motion to form a screening committee; all aye. Mr. Henry then made the motion that the screening committee consist of no less than three people and not more than seven; Mr. Dziczek seconded; all aye. Mr. Henry then made the motion that a meeting be posted for Thursday, October 20th at 7 p.m. for the purpose of an open meeting for membership of a screening committee for the Town Accountant position. Mr. Henry commented that an open meeting does not mean you have to have discussion from people in the audience, but are only giving them access to the deliberation. Mr. Dziczek seconded the motion for the Thursday meeting; all aye. It was agreed that the screening committee would acknowledge the applications received from the applicants.

- Mr. Dziczek noted that he had met with the Treasurer and the Town Accountant to discuss unreported receipts, and gave a report on same for Mr. Henry to look over and then give back to him.

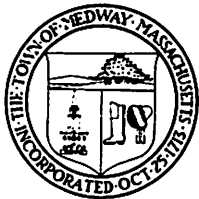
8:40 - Mr. Henry made a motion that the meeting be adjourned; Mr. Dziczek seconded; all aye.

Respectfully submitted,



Mary Jean Fredette  
Secretary  
mj

*accepted  
10/24/94*



## BOARD OF SELECTMEN

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

### AGENDA

October 3, 1994

- 7:00 p.m. Open meeting, sign warrants,  
approve minutes of 9-26-94  
meeting.
  - 7:05 Open bids for Snow Plows
  - 7:10 Scott Lombard  
re: One day Liquor License
  - 7:15 Senator Magnani  
Update Board
  - 7:45 Town Accountant, Robert Brothers  
re: reasons, if any, for the recent  
action taken by the Board regarding his  
position as Town Accountant
  - 8:15 Joanne Jacobs  
re: Non Criminal Disposition
  - 8:30 John Cicciu  
Interested in Civil Defense Director  
Position
- Old and New Business



Present: Joseph Dziczek, Raphaela Rozanski, Lee Henry,  
Administrative Assistant Ruth Allen.

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

- Mr. Dziczek said he had suggested to Carl Pride that,  
since Holliston and Medfield had just had their Pride  
Days, he might be able to get some ideas from them.
- Mrs. Rozanski brought up the Selectmen's minutes of  
September 20th wherein she requested a correction be  
made. She asked that the line in the 4th paragraph be  
changed from "Maryjane and Marge had both advised" to  
"the Board believed" since Mrs. White had told Board  
members she had not advised the Board of any such  
action. Mr. Rozanski also stated that neither  
individual had been present at that meeting. Mr. Henry  
made a motion that the minutes be accepted as amended;  
Mrs. Rozanski seconded; all aye.
- Mrs. Rozanski made a motion that the minutes of  
September 26th be approved; Mr. Dziczek made a small  
correction. Mr. Henry made a motion that the minutes of  
September 26th be approved as amended; Mrs. Rozanski  
seconded; all aye.

7:08 - Mrs. Rozanski read the ad that appeared in the paper for  
two 10' snow plows. Bids were received from:

- Atlantic Broom of Hyde Park - \$3,452.60 less  
trade-in of \$300 = \$3,152.60 each.
- Dyar Sales of North Reading - including trade-in  
= \$4,296.00 each.

Mrs. Allen said the cost would come out of snow removal.  
Mrs. Rozanski made a motion that the bids be turned over  
to the Highway Superintendent for his review and  
recommendation; Mr. Henry seconded; all aye.

7:10 - Mrs. Rozanski spoke on behalf of the Audit Committee,  
and the RFP for audit services received. She stated  
that five bids had been received, some had cost and  
technical bids mixed in together rather than separated.  
Town Counsel had told them that unless they stick with  
the scope, they would have to rebid. Mrs. Rozanski said  
they are requesting a waiver from the Department of  
Education, and a letter they are proposing was shown to  
the other two Board members. The Audit Committee was  
recommending that the letter be sent to see if there was  
a possibility of getting any waivers since they have

reworked the RFP and want to rebid the project on the same RFP without changing its scope. Mrs. Rozanski further noted that if the waivers were possible, it could take less time by beginning backwards. Mr. Henry stated that, in conversation with Mr. Finn, he was told of the delay in the '93 audit, but it also sounded like a waiver may have already been given for the '92 audit. Mrs. Rozanski said that rebidding adds at least 4 weeks, and does affect the Town getting bonds. She asked that Mr. Henry follow up with Mr. Finn in about a week. Mrs. Rozanski made the motion that the Board authorize Mrs. Rozanski to send a letter to Mr. Finn and ask Mr. Henry to follow up; Mr. Henry seconded; all aye.

7:20 - Scott Lombard came before the Board to answer any other questions they may have had with regard to the one-day liquor license he was requesting. He stated it was total fundraising minus expenses, and many were making free donations. Mrs. Rozanski said if he wanted the fee waived, he needed to do that in writing. Mr. Lombard assured the Board all parking would be on Saddle Rowe property; there would be family-type games; beer would only be served with food; no permit was required from the Town Clerk as long as it wasn't a lottery or raffle; and he did not see a need for police detail. He was told they would have to check I.D.'s, and Mrs. Allen told him that, in checking with the ABCC, they would have to buy the beer from a wholesaler. Mr. Lombard said they had already ordered from Keystone, but would check further. He was asked to notify the Fire Department for safety reasons of the event.

7:30 - Senator Magnani came before the Board to update them on various issues. He stated:

- The Town Hall Building Committee seemed to be proceeding on schedule.
- The Walker Street Bridge was proceeding on track with hopes of starting in the spring and finishing in the fall.
- The deadline for submittal of any legislation to be filed, or general legislation for them to look at, is December 5th.
- They were in the second full year of implementation of the Education Reform Act.
- The reimbursement rate for the new school should be frozen through this year and next. He would stay on top of it, and did not feel it would get worse but better. For Medway, it looked like reimbursement was more for FY'98 or maybe FY'97.
- For road repair, he suggested the Highway Supt. send his recommendations to Peter Donahue and then he could

help with the design work. He indicated \$2.4 million of Ch. 90 monies for roads were coming back to the towns.

- Mr. Dziczek mentioned the strawberry farm for sale, and that \$858,000 for 38 acres was the selling price. Mrs. Allen indicated it was under Ch. 61A, and the Board had 120 days to respond. Sen. Magnani said he would see what the reimbursement rate was for open space to possibly include in a bond issue. He said if the Town was really interested, to let him know and possibly the 120 days could be extended; as well as maybe negotiating to purchase the development rights, since the Board noted it could be land used for a school or water supply.
- Sen. Magnani was asked to check into grants for the Town. He said he would be sponsoring a forum soon on federal and state grants.
- He would also send out an application for an incentive aid grant.

8:00 - Town Accountant Bob Brothers came before the Board to discuss several issues, one of which was to get assistance from the Audit Committee on some concerns.

He gave the Board copies of the CPA's reports that were done. He questioned the trust funds from stabilization totalling \$63,000, which are inter-fund entries and are self-correcting - why were they entered? He questioned \$703,000 into general cash - the cash was spent and the entry was made - why were we putting it back onto the books and then next year write it off? He questioned between funds transfers. He asked about reverse audit entries - back in March/April he refused to make these entries - now they want him to reverse what he did not do - he asked for direction?

Mrs. Rozanski asked Mr. Brothers if he went over the report with Zareh? He said he did not as it was a waste of time - there is already a CPA on the Audit Committee. Mr. Brothers explained that the "illustrative trial balance" is not one that he prepared; he prepares the trial balance and the balance sheet.

Mr. Henry said if Mr. Brothers disagreed with the report, why did he not tell the Audit Committee or the Board? Mr. Brothers reminded him that the report was received on Friday, September 9th; he was relieved of his position on Monday, September 12th.

Again, Mr. Brothers asked that the Audit Committee review the reports again. Entries should not be made into the general ledger if they are self-correcting.

Mr. Brothers did state that if the Audit Committee tells him to do the entry work, he will do it, on their order. He did tell the Board that if the Town goes out for bond issue, we will be overstating our assets and our liabilities.

Mrs. Rozanski said that the five bidders for the audit request for proposals were given copies of Mary and Zareh's reports.

Mr. Brothers also gave the Board the Accountant's Report of Cash Position year-to-date July 1, 1993 to June 30, 1994 dated September 9, 1994. He stated that there were unreported receipts and unreported payments which with Zareh's report puts the variance at \$397,000. He said the general ledger should agree with the cash in the bank, but it does not. If he is in error somewhere, he asked that he be told - they do not balance because the 7/1/93 adjusted cash balance of \$961,785.54 and the cash balance at 6/30/94 are the same. Mr. Brothers stated he needs to have the revenues reported on a monthly basis; it is not done; he cannot record what is not given to him.

Mr. Henry said the Audit Committee should get together with the Treasurer and the Accountant and review the reports. Mr. Dziczek questioned if the two offices have tried to iron out their discrepancies; Mr. Henry said yes, he had sat down with them as liaison to both offices; maybe now they should sit down with the Audit Committee. Mr. Dziczek asked if it would help to bring someone from the outside, maybe the Audit Committee? Mr. Brothers felt that would be good. Mr. Dziczek asked for time for the Audit Committee to respond. Mrs. Rozanski was not sure if the Audit Committee had seen Mary and Zareh's reports.

Again Mr. Brothers requested the Board to ask the Audit Committee to review the reports as they were at a stalemate. Mr. Henry stated they all need to be present together; he requested that the Chairman of the Audit Committee let the Board know when they could meet. Mrs. Rozanski said she would send a copy of the reports to the Chairman and ask that they convene a meeting to review and get back to the Board.

Mr. Brothers asked if the Town Accountant's position was covered by the Personnel By-law? Mr. Henry stated Town Counsel said only salary. Mr. Dziczek then proceeded to read Town Counsel's opinion which stated that the term of the position was covered by statute; everything else comes under the personnel policies and by-law.

Mr. Brothers brought up the vote taken by the Board several weeks ago. He said he was not informed formally or informally of unsatisfactory work; but that at 10:00 p.m. on Monday evening, September 12th, he was told he was dismissed and not to come back - he wanted to know what prompted that action? He understood Mrs. Rozanski wanted to protect his privacy - he asked that that not be done. She stated no charges had been filed. Mr. Brothers then asked what the reason was?

Mr. Dziczek spoke on behalf of the Board reiterating his appointment time came up so suddenly, they were unprepared. They had been working over the summer on the appointments of others whose terms expired at the end of June, and failed to catch his re-appointment time. Mr. Dziczek stated that there had not been any discussion among the Board about his re-appointment or his job performance. He agreed that there should have been a meeting to discuss him before the 12th. Mr. Dziczek then read the minutes of September 12th for Mr. Brothers and the viewing audience.

Mr. Brothers then asked what happened after the meeting of the 12th, and specifically September 19th. Mr. Dziczek then stated that the Board had received a written opinion from Town Counsel stating that Mr. Brothers' term as Town Accountant was still valid until he resigned or someone qualified was appointed in his place. On that basis, Mr. Dziczek said that he called Mr. Brothers at 10:30 p.m. and told him to come back. Mr. Brothers questioned the Board that, if they had had the written opinion in hand the night of the 12th, could he have presumed they would not have let him go without a meeting to discuss his job performance? Mr. Henry started to disagree; however, Mr. Dziczek said the option would then have been to appoint or not re-appoint. Mr. Brothers pursued asking the reasons for his non re-appointment? Mrs. Rozanski said the minutes reflect it. Mr. Henry said the Chairman had said it.

Mr. Brothers' final comment was that there is nothing he can do if the Accountant does not get the revenues - it is now left for the auditors to handle; however, this is going to affect the Town's free cash.

Arlene Doherty, who was in attendance, questioned if the Board decided spontaneously to discuss Mr. Brothers' re-appointment on the evening of September 12th, how could Mr. Henry have discussed the position of Town Accountant with Town Counsel ahead of time? Mr. Henry said he had asked the Chairman if he could call Town Counsel earlier in the day for the purpose of clarification of the results of the Board voting not to reappoint.

9:00 - Joanne Jacobs, Jane Lanzoni and Town Clerk Maryjane White came before to discuss the final draft of procedures for the non-criminal disposition enforcement. Various minor changes were noted and made and approved. The Town Clerk will be the keeper of the citations and given out numbered sequences to department heads. Follow-ups and payments of fines will be done through her office, and revenues turned in to the Treasurer on a monthly basis. A memo will be sent to Department heads advising them of the beginning enforcement date of October 17, 1994, along with the procedures set up by the Non-Criminal Disposition Committee, as well as a guide to the procedures for implementation of violations.

- Town Clerk Maryjane White just commented with regard to the change in minutes where her name and the Treasurer's were noted. She stated she was speaking only for herself that she had not made the comment about the Town Accountant having to sign the warrants; not for the Treasurer.

9:50 - John Cicciu came before the Board to discuss the vacancy of Civil Defense Director. He stated he had been in Town for 2 years having come from Newton where he had worked for the Red Cross and was Disaster Chairman for 5 towns for 20 years. He indicated areas he would like to pursue, and it was suggested to speak to Chief Vinton, the former Director. Mrs. Rozanski made a motion to appoint John Cicciu as Civil Defense Director through June 30, 1995; Mr. Henry seconded; all aye.

- Mrs. Allen brought up the DOR's local school worksheet that needed to be signed by the Board indicating the total School Committee appropriation required for FY'95 to be \$9,192,182.
- Mrs. Allen brought up the procedure for employee performance evaluation. Mrs. Rozanski made a motion that the procedure be approved; Mr. Henry seconded; all aye.
- Mrs. Allen brought up AV Inc.'s agreement to be signed by the Board for architectural and structural renovations for the Medway Town Hall.
- An offer for the strawberry farm property on Partridge Street owned by Ann Hudson was noted. If the Town wishes to pursue the purchase, they have 120 days to respond.
- Mrs. Allen gave the Board a revised contract to sign for

- the Housing Authority, since a grant award had been made to include new heaters at Maple Lane.
- Various upcoming meetings were discussed.
  - Mrs. Allen told the Board that the bids for the repaving of Rte. 109 were going to be opened on October 25th, with an award made in November, and repaving to begin now in the Spring.
  - The Board discussed the site plan for Coffee by George in the Shopping Center. All three Board members had been at the site to look at the mock-up the petitioners had set up. It was agreed that when they come to the Board with a revised site plan, to pass it on to Mike Perrault for his review and comments. Mrs. Rozanski made the motion that whenever any site plan comes before the Board for approval, that it is automatically passed on to Mike Perrault as Planning Board agent for his review prior to coming to the Board; Mr. Henry seconded; all aye.
  - Mrs. Rozanski noted that she remembered what the documents were that were referred to in the minutes about the Town Accountant's signature required on the warrants. She referred to documents in Ch. 41, S. 35.
  - Mrs. Allen was asked about the procedure for the preparation of the warrants, and she reiterated what she believed the Town Accountant had already explained. She also noted that when we were between Treasurers, payroll was asked for by Noon on Thursdays, so adequate time could have been left for the Accountant's office to pass on the information to the Treasurer's office so warrants could be prepared in time for the Selectmen's signatures on Monday evenings. During this time period, there were no problems and warrants were signed on Mondays for the checks to be issued the following Thursdays. For the past year and a half, however, the Board had been signing checks after they were issued. Mr. Dziczek asked that Mrs. Allen find out from the Treasurer why the warrants are not ready on Mondays.

10:45- The meeting was adjourned.

Respectfully submitted,



Mary Jean Fredette  
Secretary  
mj

*accepted  
as amended  
10/24/94*



## BOARD OF SELECTMEN

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

### AGENDA

SEPTEMBER 26, 1994

- 7:00 - Open meeting, sign warrants, approve minutes of  
September 12th and 16th, 1994 *+ 15th, 19th & 20th.*
- 7:05 - Community Church  
re: curb cut at Franklin St.
- 7:15 - Bob Brothers *Cancelled*  
re: Town Accountant's position. *rescheduled*
- 7:30 - Diarmuid Higgins  
re: update on projects.
- - old and new business.
- - executive session  
reason #4



Present: Joseph Dziczek, Raphaela Rozanski, Lee Henry.  
Administrative Assistant Ruth Allen was absent.

7:00 p.m.-Mr. Dziczek called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. A warrant was signed.

- Mr. Dziczek noted the passing of Tom Carpenter recently.
- Mrs. Rozanski made a motion to accept the minutes of September 12th, 15th, 16th and 20th; Mr. Henry seconded; all aye. With reference to the minutes of September 19th, two corrections were made and noted, and then Mrs. Rozanski made a motion to accept the minutes of September 19th as amended; Mr. Henry seconded; all aye.

7:05 - The Board discussed the request from the Community Church for a curb cut on Franklin Street, but no one had responded to Mrs. Allen's letter asking for confirmation of the date and time, and for a proposal for the Board to review. Mr. Dziczek asked the Secretary to call or drop them a line in this regard.

7:10 - Highway Superintendent Diarmuid Higgins came before the Board to update them on several projects.

- He mentioned that they have completed the drainage project on Fisher Street, and hope to pave soon at least up to Shady Lane, and then in the spring they would try and take care of the rest of the road. They also hope to do some paving on Adams, Lovering and West Streets as well.

- He said that the bridge deck for the Shaw Street Bridge was poured today, and will hopefully be open to traffic in two weeks. One or two men on the Highway Department have assisted with the project.

- He was asked about Causeway Street. Mr. Higgins indicated that they want to complete Fisher Street first, and then if time permits, to try and work on Causeway Street.

- He was asked about Village Street. Mr. Higgins said he hoped it could be done by winter.

- Mr. Dziczek inquired about the resurfacing list the Board got. Mr. Higgins said he was hoping they would come Thursday or Friday.

- He was asked about the sidewalk on Maple Street. Mr. Higgins said the last he had heard it was going to be on

the west side of the street as the plan shows and cross at Maple Lane. If this is the way the Board wants it, he could try and put it out for bid next week. George Lee, who was present, told the Board the Town was to excavate and Mr. Bruce was to pave. The Secretary was asked to get the Planning Board and Highway together on this.

- He stated that the public hearing for the Walker Street Bridge was held last Thursday.

- He said the crosswalks are almost done, and they will be doing a touch-up around the Burke School.

- He stated the sweeping of streets was almost done.

- He was asked about the pavement management program, and it was stated that revisions had been sent in to MAPC.

- He was told about the strategic planning workshop scheduled for October 8th, and was asked to bring street and road mileage information at this time. Mr. Dziczek asked that he thank George Cole for his report, and that possibly he could be involved in the planning workshop. He asked that he work with CIPC, etc. for FY'96 planning.

- He was asked to be involved in what is being planned at the shopping center since he may have some good input.

- He was asked to stay on top of the Alder Street situation, and Mr. Higgins was concerned if the street was closed, how would they be able to get out with the snow plows.

- He was asked about the resurfacing of Rt. 109, and he indicated he hoped it would be done in the fall.

- He was asked if he had enough sand and salt for the winter, and Mrs. Rozanski thought maybe Ch. 90 funds could be used for the salt shed - this should be checked.

- Although not on the agenda, Ted Jones stopped in to tell the Board that catch basins were falling on Fairway Lane so Mr. Higgins will take a look. Mr. Jones asked about tarring the streets, but he was told we now chip and seal. Mr. Jones inquired about zoning exemptions, such as the shopping center, and what constituted a private way, and the by-laws talk about frontage on streets-not

private ways. Mr. Dziczek suggested he talk to the Planning Board about bringing it up at a public hearing.

7:35 - George Lee came in representing the Community Church for Arthur Wilcox who could not attend with reference to the curb cut on Franklin Street. Mr. Lee was looking for an area at the rear of the building about 30' wide and at least 55' from the corner to park 4 cars for the minister, secretary and the assistant. Mr. Lee indicated there was enough land in the back for even 6 cars. Mr. Henry questioned the available parking space across the street, but Mr. Lee felt the convenience for at least one handicapped individual was needed, being reminded by Mr. Henry of having to meet ADA requirements. Chief David Lambirth was present stating that previously they had asked for a larger parking lot to High Street, but Mr. Lee said there is space right next to the property line to turn around. Mr. Dziczek agreed that going around the building to turn around instead of dead-ending would be best; the Chief agreed. The Board decided they wanted to look at the location prior to making a decision, along with the Chief, and suggested <sup>Mr. Lee</sup> ~~Mr. Lee~~ talking to the neighbors next door and abutters, with something in writing indicating they have no problem with the situation.

7:45 - David Verdolino spoke to the Board, although not on the agenda. Mr. Verdolino spoke about the recent FinCom meeting, in which Mr. Dziczek was in attendance, where it was mutually agreed that a financial forum would be a good idea to include the Board of Assessors, the Assistant Assessor, Treasurer/Collector. He felt there were 6-8 major issues to help indicate the financial picture, and thought utilizing the FinCom's meeting date of October 12th would be good. Some discussion of certified cash prompted Mr. Verdolino to say that the last time it was reported on the cherry sheet was June of 1992 and it was a negative figure. He said he believed the Assessors would ask for a waiver, but they need the balance sheet for certification. Mr. Verdolino said FinCom member Sean Lynch would be going to the Audit Committee meeting as an observer. Doug Downing, who was present, said they were still working with a \$150,000 deficit -\$90,000 was originally cut, and \$10,000-\$12,000 shortfall in the maintenance budget because of the items they had to take care of. It was agreed a communication needed to be sent out in time for the meeting on the 12th, either jointly or by the Board.

8:30 - Mrs. Rozanski told the Board she had attended a two-day ADA workshop, where she had picked up a Title 2 and 3 technical assistance manual for the Zoning Enforcement

Officer.

- Mr. Dziczek said that all three members of the Board went to the shopping center today for the site plan review of Coffee by George for a "mock-up" presented by the petitioners. The Police Chief, Fire Chief, Building Inspector were all represented, and jointly they will put their concerns together for the petitioners - no set time frame was established. Mrs. Rozanski suggested getting Planning Board input.
- Mr. Henry brought up the strategic planning workshop scheduled for October 8th. Mrs. Rozanski made a motion that the workshop be held on October 8th, and approved the suggested agenda as submitted by Mr. Henry; Mr. Henry seconded; all aye. The letter will be sent out and a the meeting needs to be posted.
- Mrs. Rozanski brought up the letter from the Conservation Commission to get a lap-top computer. Mrs. Rozanski said she spoke to Lisa Mawn saying they could not use last year's monies to purchase this equipment, and suggested they incorporate this into their next budget. She will put this in writing to Lisa. Mr. Dziczek felt some thought should be given to a joint computer shared by all part-time boards.
- The Board discussed Mr. Henry's response to Chuck Gallo's fax concerning previous year audits for Mr. Finn of the Department of Education. Mr. Henry said, at the Board's direction, he contacted Mr. Finn to update him on the status of the audit by phone, and then sent him a memo.
- The Board received a request from Scott Lombard of Saddle Rowe Inc. for a one-day liquor license for October 8th. The one-day license would be to charge \$1.00 donation for beer at a fundraiser for Melanie Broderick. It was suggested they also see the Town Clerk for a fundraising form, and that a police detail may be needed. It was felt that more information needed to be known such as what activities would be going on that people who drink might be doing, so they were asked to be on the agenda for October 3rd. It was agreed that if the license was issued, it was contingent upon these other issues being addressed. Mrs. Rozanski made a motion to issue the one-day liquor license from 1 p.m.- 10 p.m. for October 8th to Saddle Rowe Inc., providing they check with the Town Clerk for a permit, police detail provided, and come to the next meeting on October 3rd, and if they want the \$15 fee waived, they have to request it if everything is 100% donations; Mr. Henry

seconded; all aye.

- Mr. Henry went over the guidelines for the performance evaluation form, making some corrections, and asking the other Board members to review and discuss at the next meeting.
- Mr. Dziczek re-stated that Bob Brothers was not on this week's agenda at Mr. Brothers' request, but indicated he was on the agenda for October 3rd at 7:45 p.m. Mr. Dziczek said he talked to Mr. Brothers today and that his reason for wanting to be on the agenda was to discuss the action taken by the Board two weeks previously, such as how and why they voted the way they did; routine Town Accountant business and where it stands; and that he was capable of closing his books in a couple of days as they balance. Mr. Dziczek said Mr. Brothers was not coming to the meeting in vindictiveness, but wanted an explanation in public session. Mr. Brothers had also suggested to Mr. Dziczek that if the Board feels other departments were involved, that they should be present. Mr. Dziczek said he has told the Treasurer that she is invited and he will probably call 3-5 other people. Mr. Brothers was told, if he wanted to, that he could give specific questions to the Board ahead of time so they can be researched. Mrs. Rozanski indicated Mr. Brothers can have copies of the Selectmen's minutes and Mr. Maciolek's response to the Board's letter on the Town Accountant's position. She also stated when other people get involved, they have the right to an executive session.
- Mrs. Rozanski said she had spoken to Dr. Bettencourt and mentioned that a small amount of money would be coming into the educational fund. She stated the money is there but no mechanism to spend it as no educational committee has been formed yet. The secretary was asked to send out a press release looking for people to serve on the committee.
- Mr. Henry brought up Alder Street and the request of residents to close off the street. Town Counsel's opinion was requested, and his letter was read stating that it is a public way beyond the intersection of Trotter Drive up to almost 39 Alder, and there was no basis to close it off. The possibility of excluding heavy commercial vehicles was noted. Chief Lambirth was asked about restricting commercial vehicles and will check it out. Once some information was received from the Chief, the Board would decide how to further proceed. The Secretary was asked to send a copy of Mr. Maciolek's letter to the 5 Alder Street reps. The

possibility of having another independent traffic study was noted. It was determined that the Board of Selectmen cannot restrict commercial vehicles, that it has to come from Mass. DPW.

- Mary Ellen Lavenberg's letter to the Board concerning a proposed curb cut at Franklin Street was read into the minutes. She was not in favor of the curb cut citing the traffic problems in that area already.
- A letter from Judith Kenney to Chief Lambirth concerning the assistance given by Sgt. Saleski and Officer Grimes was noted.
- Mark Giovanella's resignation as Special Police Officer was noted.
- The Board looked over the working draft guidelines for the enforcement of the non-criminal disposition fines. The Secretary was asked to send copies of the draft to various departments who might be involved in the process, and to schedule the committee to be on the agenda for the next Selectmen's meeting.
- The Board wondered if anything new had been heard on Ryan Road.
- The Secretary informed the Board that Huna Rosenfeld had contacted the Selectmen's Office stating he would monitor the property on Coffee Street for dirt bikers, and if they are spotted, would ask them to leave. He did not want to post the property. The Secretary was asked to let the residents of 45 Coffee Street be aware of Mr. Rosenfeld's phone call.
- Doug Downing told the Board that there is an anticipated October meeting with the Park Department and the School Department to discuss joint responsibilities of grounds.
- Chief Lambirth was present, and felt their discussion warranted an executive session. Mrs. Rozanski made a motion that the Board go into executive session for reason #3, and not to return to open session; Mr. Henry seconded; all aye. The vote: Mr. Henry: yes; Mrs. Rozanski: yes; Mr. Dzikczek: yes.

9:30 - The meeting was adjourned.

Respectfully submitted,

*M. J. Fredette*  
Mary Jean Fredette, Secretary  
mj

*Approved  
10/3/94*



October 3, 1994

Correction to September 20, 1994 minutes

10/3/94  
Delete [MaryJane and Marge had both advised] from paragraph 4 and insert [The Board believed...].

September 20, 1994  
Selectmen's Meeting

Selectmen's Room, Sanford Hall

Present: Joe Dziczik, Raphaela Rozanski, Lee Henry

Meeting called to order at 8:22PM

Purpose of meeting was to ascertain whether or not we believed we had someone to fulfill the duties of Town Accountant.

Joe reported that in his conversation with Mr. Brothers, Mr. Brothers indicated that he was reluctant to resign. Bob was also concerned about being charged vacation time for the previous week. Joe advised the Board that he had told Bob to report for work in the morning (Tues). Mr. Brothers instead called Ruth Allen and said he was taking a vacation day.

Joe felt taking vacation time was an indication that Mr. Brothers was still a member of the workforce.

MaryJane and Marge had both advised that a document, which required a signature by a Town Accountant was due on Thursday or paychecks could not be issued.

Raphaela advised that Mr. Brothers had applied for unemployment.

Since the Board was still unsure as to whether or not Mr. Brothers would continue to fulfill the duties of Town Accountant, the Chairman would advise Mrs Allen that she should call Mr. Brothers on the following morning and advise him of the necessary document and then report back to Joe and advise if further action might be necessary.

Meeting adjourned at 10:24PM

Respectfully submitted,

*Raphaela Rozanski*  
Raphaela Rozanski, Clerk

*Corrected version  
approved  
10/3/94*



## BOARD OF SELECTMEN

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

September 20, 1994  
Selectmen's Meeting

Selectmen's Room, Sanford Hall

Present: Joe Dziczik, Raphaela Rozanski, Lee Henry

Meeting called to order at 8:22PM

Purpose of meeting was to ascertain whether or not we believed we had someone to fulfill the duties of Town Accountant.

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Raphaela advised that Mr. Brothers had applied for unemployment.

Since the Board was still unsure as to whether or not Mr. Brothers would continue to fulfill the duties of Town Accountant, the Chairman would advise Mrs Allen that she should call Mr. Brothers on the following morning and advise him of the necessary document and then report back to Joe and advise if further action might be necessary.

Meeting adjourned at 10:24PM

Respectfully submitted,

  
Raphaela Rozanski, Clerk

*approved 9/26/94*  
*corrected version approved 10/3/94*



Present: Joseph Dziczek, Raphaela Rozanski, Lee Henry and  
Administrative Assistant Ruth Allen.

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

- Mrs. Rozanski made a motion that the agenda be changed;  
Mr. Henry seconded; all aye. The change was that after  
7:15 and the opening of the audit bids, the Board would  
discuss Mr. Maciolek's letter on the Town Accountant's  
position which was in response to a request from the  
Board.
- The warrants were signed.
- Mr. Dziczek reminded residents that the public hearing  
on the Walker Street Bridge would be held on Thursday,  
September 22nd at 7:00 p.m. in Sanford Hall.
- Mr. Dziczek asked any other resident who wanted to  
"adopt a flower bucket" in town to please call the Town  
Hall.
- Mr. Dziczek reminded residents that the Finance  
Committee would be meeting on Wednesday, September 21st  
in the bank room of the high school at 7:00 p.m.
- Mr. Dziczek said that Tom Carpenter, one of our Library  
Trustees, was ill at Framingham Union Hospital and cards  
and letters were welcome.
- Mr. Dziczek said that the Pride Committee had an  
informational gathering last Thursday, and it was a good  
crowd.

7:05 - The Town Hall Building Committee was present to make a  
recommendation on the architectural and structural bid  
for the town hall renovation to A.V. Inc. Mrs. Rozanski  
made a motion to award the architectural bid to A.V.  
Inc. for \$10,000; Mr. Henry seconded; all aye.

7:08 - Mrs. Rozanski took Mr. Maciolek's letter out of order to  
discuss at this time saying they had received more  
information. She stated that the former Town Accountant  
applied for unemployment compensation, and unless Mr.  
Brothers resigned, he was not entitled to unemployment  
compensation. If he does not resign, he remains the  
Town Accountant, not the acting Town Accountant; if he  
resigns, the Board had to appoint a Town Accountant.  
Mrs. Rozanski asked the Board if Mr. Brothers should be  
contacted to see if he wanted to continue; and also made  
the motion that they convene an emergency meeting the

next evening at 7:15 p.m.; Mr. Henry seconded; all aye. Mrs. Rozanski continued saying Mr. Brothers should be asked if he wants the position, otherwise they have to appoint a temporary Town Accountant. If he wants the position, then the meeting would be cancelled because the emergency no longer exists. Mr. Dziczek asked the Board if they wanted him to contact Mr. Brothers and ask him to do the job; yes. Mrs. Rozanski again said there is no need to appoint a temporary Town Accountant until a resignation occurs. Allan Osborne asked for a copy of Mr. Maciolek's letter. First, Mrs. Rozanski said that they were not ready to release it yet, then it was agreed to give Mr. Osborne a copy.

7:15 - Mrs. Rozanski read the ad that appeared in the paper for audit services and a request for proposal. Bids were received from:

- Borgatti-Harrison of Framingham - packages were not separated but 5 copies received.
- DiPesa & Co. of Boston - cost proposal was separated and 5 copies received.
- Melanson, Greenwood & Co. of Nashua - 5 copies received.
- Robert Ercolini of Boston - 1 set received.
- Hirbour & Haynes of Paxton - separated.

Paul DeSimone, who was present, wanted to be assured that the previous auditors were not doing the audit this time. Mr. Henry told him that they have stated in a letter they have declined to bid.

Mrs. Rozanski made a motion to turn the bids over to the Audit Committee for their review and recommendation; Mr. Henry seconded; all aye. Kelly Adler, who was present, said the Audit Committee was meeting next week and would review them then.

7:30 - Residents of the Alder Street area were present to discuss the closing of Alder Street to through traffic at the intersection of Trotter Drive and Alder Street. This was brought up last March, and because of their concern for the safety of children in the area, were back to again make the same request. A discussion continued until 8:45 with many residents voicing their concern for safety and that much of the traffic was going to the three businesses in the area, easily accessible by Trotter Drive. A possible solution was widening Alder Street, but they were aware it was costly to do so. They expressed concern of speed and snow removal on corners as well. Mr. Dziczek said the Board was remiss in <sup>not</sup> contacting the three companies involved,

and appreciated the group's effort to do that, and finding out that Kiewit would go along with the barrier; Trotter and Parrella would not. Mr. Dziczek said he was against closing the road because of emergency vehicles and the two residents who lived there; and did not like the idea of only one way out, but he did feel that 18-wheelers shouldn't be using the road. Another resident talked about their telephone lines being ripped down by the 18-wheelers. A resident said if it was a choice between convenience and safety, safety should be the concern noting 80 families are saying there is a serious problem. Paul DeSimone said you can't block off a public way, but you could restrict trucks, not passenger cars. Mr. Dziczek suggested asking Town Counsel for a legal opinion about the closing of the road, but felt it was a last resort - there have to be other options. He assured the residents that something will be done. Chief Lambirth, who was present, said he felt adding the sidewalk was the best safety factor but against closing the road. Mr. Dziczek felt the issue could be discussed all night and possibly a special meeting just to talk about this would be best.

Mrs. Rozanski brought up the fact that the traffic study done does not indicate that it is all 18-wheelers. She also felt it was a good idea to ask Town Counsel if the street can be closed. She felt since it was a county road, the Board should determine which agency they should talk to to have the street redesigned, and to make it a priority since the state has to approve funds and the purpose. Mr. Henry thought the Board should talk to the Planning Board, and when planning streets, consideration should be given for access of streets. Mr. Dziczek thought possibly the Planning Board, Police and Fire could jointly meet to discuss further. Paul Mitchell, who was present, asked that a definite date be set up to talk to the people from the Alder Street area. Mr. Dziczek agreed that we would get an opinion from Town Counsel, that different departments would be contacted for their input, and then meet with some reps from Alder St. Mrs. Allen was asked to write to Town Counsel, and Mr. Dziczek asked that the Alder Street area submit the names of five reps to be the spokespersons for the group.

8:45 - Representatives from Coffee by George came before the Board to discuss their site plan for the Medway Shopping Center. Bill Fancher did most of the talking for the reps indicating that it was a 500 sq. ft. building they wanted to place between the main entrance to the shopping center and the Shell station entrance/exit. They believed their plans and diagrams answered many of

the Board's concerns, and that it was the best location for the building. They had been before the Zoning Board and was approved a variance for a 25 ft. set-back. Building Inspector Bob Speroni confirmed it was a permitted use in the shopping center for a retail business, and that they had gone to the ZBA for relief from set-back only.

Mr. Fancher stated they would be taking out 47 parking spaces, but increasing by over 200 spaces by remarking and restriping, bringing the spaces to over 600 where 424 now exist. Traffic analyses, counts and surveys were presented to the Board as well.

Mr. Dziczek suggested the reps do a mock-up at the site so the Board could visually see what they want to do. Jeff Nutting, who was present, argued that the owner of the property has many times in the past made promises he did not keep, and this idea does not benefit the town. Also, in the past, a bad lesson was learned by placing Bay Bank in the middle of the parking lot, suggesting they don't make the same mistake twice. It was also suggested that an independent traffic study be done by the Town. The reps understood that certain requirements have to be met before a building permit is issued. Rick Bendetson, owner of the property, stated how there is not one vacant store in the center, explaining some its history, and indicating that lighting and asphalt would be placed at the rear of the center. Concern was raised about employees' parking, deliveries and dumpsters at the rear of the stores, as well as snow removal areas. Paul DeSimone also brought up promises made in the past, stating they were making them just to get the Board's approval. Vincent Mancini, owner of a local coffee shop, was concerned that there are inaccuracies in the ZBA decision.

Mrs. Rozanski stated a mock-up was the best idea, as well as showing the Board the topography, drainage, easements, etc. Mr. Henry was already against the plan because of the traffic problems. Mr. Fancher told the Board if they don't like where they want to place the building, then tell them where to place it, because one way or another, it was going to be in the shopping center. It was noted the building would meet all ADA requirements.

Mrs. Rozanski made a motion to deny the site plan at this time because of inadequate information; Mr. Henry seconded; Mr. Dziczek abstained. It was noted by Mrs. Rozanski that even though they were denied at this time, that they could still approach the Board again. It was

agreed to meet Monday, September 26th at the shopping center at 3 p.m. with the Board and their reps to do a mock-up.

- 10:15- Chief Lambirth met with the Board to give a recommendation as to which company should be awarded the bid for the vests. At first they had held back on a recommendation until they could see the vests. They did that, and therefore at this time, recommended they purchase the vests from Triple A Police Supply in Dedham. Mrs. Rozanski made the motion to take the Chief's recommendation and purchase 13 level 2 monarch vests for approximately \$455 each with options for \$5,915; Mr. Henry seconded; all aye.

The Chief then brought up the Lieutenant's position he wanted to discuss with the Board, which had been brought up once before at the end of 1993. It was acknowledged that the deadline for submittal of names was October 1st, and that this should be discussed in executive session since a letter from the Board may extend the names on the civil service list. Mrs. Rozanski made the motion to go into executive session on September 26th at the end of the meeting for purpose of #4; Mr. Henry seconded; all aye.

- 10:35- The Board ~~adjourned~~ <sup>recessed</sup> at this time to call Bob Brothers.

- 10:45- Meeting was reconvened. At this time, Mr. Dziczek announced that Mr. Brothers was ordered back to work, and if he did not wish to come in, he would be handled as an employee who does not report to work. Mr. Dziczek said that Mr. Brothers wanted something in writing from the Board stating that he was the Town Accountant until someone takes his place. Mr. Brothers told Mr. Dziczek that he is not resigning and he would report to work when he gets a letter. Mr. Dziczek said Mr. Brothers would start to lose wages if he was not at work in the morning; it was his choice. Mr. Brothers told Mr. Dziczek he understood the law. The Board agreed to meet tomorrow evening at 8 p.m. for an emergency meeting.

- 10:48- The Board met with Bob Speroni to review the sign by-laws as requested by the Board. Mr. Speroni told them that the Zoning By-law Revision Committee was reviewing those by-laws on signs. Mr. Speroni was asked if he took down the signs at Cassidy's; he said he did not; Mrs. Rozanski said it was the Cassidys themselves. Mr. Speroni also noted for the Board that political signs have been clarified with a sheet that the Town Clerk gives out to all candidates on what is permitted. The by-law committee is presently looking at the by-laws of

other towns to see what could be incorporated into ours. Mr. Speroni clarified that if a sign is incorporated into a ZBA decision, they make the decision on a sign; otherwise it comes to the Selectmen. On what signs require a permit, Mr. Speroni said that anything that advertises goods or services needs a permit. Other signs are treated similar to a street sign. Mr. Dziczek felt that if signs are to be placed on town property, permission should be given first by the Selectmen. Mr. Speroni asked about the status of the non-criminal fines, and Mr. Dziczek said they have to be added at either a special or annual town meeting. Mrs. Rozanski said that Town Counsel had responded to the Board's inquiry on the subject and was told that only the Board of Health, Conservation and Water/Sewer can assess fines by statute.

- The Board considered the request of Michael Mushnick to be reappointed Constable. Mrs. Rozanski made a motion to reappoint Michael Mushnick Constable through June 1997; Mr. Henry seconded; all aye. Mrs. Rozanski requested that we get proof of his bond.
- The Board noted Chuck Gallo's request from the Department of Education's Mr. Finn for an update on the fiscal year audits as the time had elapsed when Mr. Henry had indicated previously it would be completed. Mr. Henry said he would contact Mr. Finn and update him further.
- The Board acknowledged an employees' letter requesting clarification of an appointed person in the personnel policies, if necessary, through Town Counsel.
- Mrs. Allen told the Board that Cumberland Farms is again considering a driveway from Pond Street to that location. She stated that they have come before the Board in 1977, and again in 1988, indicating that the buffer zone (grass strip) is really AR II. At that time, Town Counsel had stated that nothing could be put in the buffer zone, and the Board had denied the request for a driveway.
- Mr. Henry brought up the request of the Water/Sewer Board to have a joint meeting on planning in the town. It was decided to set up a workshop for October 8th. Mr. Henry suggested Board members, as liaisons, contact the different Boards involved and advise them of the workshop, but that this Board would post the meeting and come up with the agenda.
- Mr. Henry suggested putting the Computer Committee topic

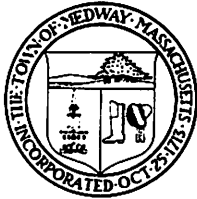
on the agenda for September 26th. Mrs. Rozanski noted that someone has to review the contracts. The Secretary was asked to do a press release looking for citizens to be on the committee.

11:25- The meeting was adjourned.

Respectfully submitted,

  
Mary Jean Fredette  
Secretary  
mj

*approved as  
amended  
9/26/94*



## BOARD OF SELECTMEN

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

MINUTES OF THE SELECTMENS MEETING      SEPTEMBER 16, 1994    PG.1

Present: Raphaela Rozanski, Lee Henry. Joseph Dziczek was late in arriving so the Staff meeting was chaired by Selectman Rozanski.

Selectman Henry spoke regarding the complaints received with respect to the employees smoking within the building. He informed those attending that they must go outside the building and close the door while they are smoking to set the example for others. There were no comments from any of the employees.

The Selectmen would like to charge the Computer Committee with looking into bringing a town wide computer system to Town. Mr. Henry stated that this will be addressed at the next Selectmen's meeting on Monday night. He also stated that other town's have gotten grants to do this. The Board would like to put together 5 to 7 members for the Study Committee. Michelle O'Donnell, Maryjane White, and Sandra Bennett would like to serve on this committee.

Treasurer/Collector, Marjorie Sanford stated that she will be needing to move her file cabinets from the back hall into the office area and move the furniture around. She will list out what need to be done.

Selectman Rozanski stated that the Board can bring Arlington Data to a Selectmen's meeting to discuss the problems with the software. She also stated that they should review the Arlington Data contract which expires in January, 1995.

Those in attendance at this meeting were:

John Wilson  
Marjorie Sanford  
Debbie Pittman  
Michelle O'Donnell  
Gardner Rice  
Jackie Ammering  
Sandra Bennett  
Maryjane White  
Mary Jean Fredette  
Ruth Allen

The next Staff meeting will be held on October 14, 1994 at 3:00 p.m.



MINUTES OF THE SELECTMENS MEETING SEPTEMBER 16, 1994 PG.2

Meeting adjourned at 4:24 p.m.

Respectfully submitted,

Ruth Allen, Administrative Assistant  
to the Board of Selectmen

ra

*Approved*  
9/26/94



## BOARD OF SELECTMEN

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

Selectmen's Meeting September 15, 1994  
Selectmen's Meeting Room Sanford Hall

Present: Joe Dziczik, Raphaela Rozanski, Lee Henry

Meeting called to order at 5:00 PM.

Discussion of the ramifications of the Board's actions at Monday night's meeting ensued. Many questions arose as the Board attempted to decide on how to proceed, particularly about who could or would be assigned to continue the functions of the town's financial affairs. The Selectmen and the Town Clerk did not wish the assignment even if it might be appropriate.

The Board agreed that legal counsel would be prudent and authorized Mrs. Rozanski, as the Board's Clerk, to draft and deliver a letter listing our questions and concerns to Mr. Maciolek by Friday morning requesting an answer in time for the regular meeting on Monday night.

Adjourned at 6:30PM

The letter is attached.

Also present at the meeting were Marge Sanford, MaryJane White, and Sandra Bennett.

Respectfully submitted,

*Raphaela Rozanski*  
Raphaela Rozanski

*approved*  
*9/26/94*

September 16, 1994

Dear Town Counsel,

The Board of Selectmen seeks your advice on the process of providing the services of an accountant to the Town of Medway. The most recent accountant's appointment was to September 11, 1994. At their regularly scheduled meeting on September 12, the Board unanimously voted not to reappoint the most recent accountant and declared the position vacant. Chairman Dziczek telephoned Mr. Brothers at the close of our meeting to inform of the Board's action. An advertisement for the position was sent to the newspaper.

The Board convened a meeting on Thursday, September 15 at 5:00pm to review and prepare a plan of action to provide accounting services to the Town. Contact has been made with representatives at the DOR, Division of Local Services who are keeping us advised as to required jobs to be done as well as deadlines affecting our financial reporting to the DOR.

At the September 15 meeting the Board authorized this letter to seek your advice on a number of questions. Are we required to appoint an acting town accountant? MGL Chapter 41, Sections 49, 55 and 61A all discuss auditors and accountants. How do they apply to our situation?

Can Shirley Heaton be appointed acting town accountant?

Can Ruth Allen be appointed acting town accountant?

Can one of the selectmen be appointed acting town accountant?

Can somebody from the school department be so appointed?

Can we consider the most recent town accountant for the temporary acting town accountant position?

Are temporary outside services a possibility?

Can a member of the Audit Committee or the Finance Committee be appointed as temporary town accountant? Would resignation from those committees be requisite?

Since the position of accountant appears on the Classification Plan used by the JCRB and the personnel director, is the position of accountant subject to the Personnel bylaw?

September 19, 1964

From: James C. [unclear]

The Board of Directors held a meeting on the process of providing the review of the  
document to the Board of Directors. The most recent document submitted was to  
September 11, 1964. On this regularly scheduled meeting of September 11, the Board  
unanimously agreed not to respond to the most recent document and decided the position  
would remain unchanged. The Board also discussed the Board's position on the review  
of the Board's action. An explanation of the position was given in the report.

The Board discussed a meeting of the Board held September 11, 1964. The Board  
passed a resolution to provide necessary support to the Board of Directors. The Board  
also discussed the Board's position on the review of the Board's action. The Board  
agreed to a revised plan to be done as well as the Board's position on the review of the  
Board's action.

At the September 11 meeting the Board discussed the Board's position on the review of the  
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p. 2: September 16, 1994

Is the Board required to form a search committee to find a new accountant?

Since the Board wishes to proceed on this matter as quickly as possible, we would appreciate a written response prior to the next regularly scheduled Board of Selectmen's meeting on Monday, September 19 at 7:00pm.

Very sincerely yours,

Raphaela Rozanski, Clerk  
Board of Selectmen

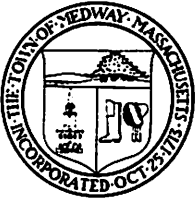
10-21 September 1971

Is this board required to form a search committee to find a new administrator?

Since the board wishes to proceed on this matter as quickly as possible, we would appreciate a written response prior to the next regularly scheduled board meeting meeting on Monday, September 19 at 7:00pm.

Very sincerely yours,

Robert H. Rosenfeld, Clerk  
Board of Education



## BOARD OF SELECTMEN

165 VILLAGE STREET  
MEDWAY, MASSACHUSETTS 02053  
(508) 633-3200 • FAX: (508) 533-3201

### AGENDA

SEPTEMBER 12, 1994

- 7:00 p.m. - Open meeting, sign warrants, approve minutes of 6/13/94 executive session and 8/22/94 regular meeting *and executive session of 8/30/94*
- 7:05 - Public Hearing - Boston Edison  
re: Main Street.
- 7:10 - Treasurer/Collector and Town Accountant *Cancelled*  
re: final quarters reconciliation.
- 7:20 - Chief Lambirth  
re: updates.
- - Award bid for town hall windows.
- - Old and new business.

Present: Joseph Dziczek, Raphaela Rozanski, Lee Henry,  
Administrative Assistant Ruth Allen.

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

- Mr. Dziczek reminded everyone that the Medway Pride  
Committee was meeting on September 16th at 6:00 p.m.,  
and the Finance Committee was meeting on September 21st  
at 7:00 p.m. Mr. Dziczek mentioned that something that  
needed to be noted was an underestimation of new growth  
from 15 million to 21 million, which was greater than  
anticipated; and was there going to be an increase in  
the tax rate.

7:05 - Mrs. Rozanski read the notice that appeared in the paper  
for a public hearing from Boston Edison for conduit on  
Main Street. Robert Merrills, representing B.E., stated  
that they had received verbal approval already as they  
wanted to place the conduit in the same trench as  
NYNEX's trench which was open. Mrs. Rozanski made the  
formal motion that the petition be granted; Mr. Henry  
seconded; all aye.

- Mrs. Rozanski made a motion to approve the minutes of  
June 13th, August 20th, and August 22nd; Mr. Henry  
seconded; all aye.

7:10 - Mr. Henry stated that the Treasurer and the Town  
Accountant were on the agenda for this evening, but said  
that the report was partially done and the variance  
still exists and will be addressed in the pre-audit  
conference. There exists a difference of \$58,000 in  
revenue and \$93,000 in payments. Problems do exist in  
this area and it is being worked on.

- Mrs. Rozanski went over her liaison report. She stated  
that the advertisement for audit services has been in  
the paper, 8 have asked for proposals, 4 came to the  
bidders conference on the 9th; and the bids will be  
opened on the 19th. Mrs. Rozanski stated the Council on  
Aging office will be relocating soon and Chief Vinton  
will help in the move. She said that the Board of  
Health reports an 83% participation rate in recycling;  
the schools were not on board yet but hoped they would  
get in as well as they are the biggest user; she noted  
that tipping fees were up and the only way to reduce the  
cost is recycling. The Animal Control Officer has had a  
lot of activity; she would be moving into the Town Hall  
soon; she was also being given a police radio to be  
aware of emergency situations, but was not a member of



the Police Department but under the Board of Health. Mr. Dziczek added that copies of the ACO's report are available at Town Hall; that one of the Deputy ACO's had resigned but it was being advertised again; and the budget remains the same.

- 7:20 - Chief Lambirth came before the Board on a couple of concerns. One of which was that he would be in attendance for the Coffee by George site plan review being held next Monday with the Selectmen.
- The Chief stated that Mr. Wilcox of the Community Church had called him regarding the parking at the Church. Mr. Wilcox indicated to the Chief that they were denied one other time by the Selectmen, but that the amount of cars that need to park had increased, and had, therefore, approached the Chief. Chief Lambirth stated that, since a curb cut was involved, it was now the Selectmen's call, and he had not given permission for a curb cut. The Chief concurred that the volume of traffic is the only difference between now and their previous request in March. Mr. Dziczek asked Mrs. Allen to contact Mr. Wilcox for a plan of what they want to do. Mrs. Rozanski reiterated this was not a hearing to decide one way or another on a curb cut; that the Board still needed more information.
  - The Chief brought up the intersection of Pond and Main Streets and the great amount of traffic there. He noted that years ago, a curb cut was requested but denied; and wondered if now, it should be pursued again. Mr. Dziczek asked that Highway Supt. Diarmuid Higgins to review the area and to try and determine the potential cost involved. The Chief stated that this may be an area that Cumberland Farms would be willing to work together with the Town on. Mrs. Allen indicated that this may have to go to the ZBA because of the greenbelt. Mr. Dziczek said that, since safety was involved, it should be looked at by the Board.
  - Chief Lambirth brought up lines and crosswalks, and asked that the area around the Burke School be looked at for markings again as they seem to have faded.
  - The Chief brought up the bids on vests and asked if they could be awarded on Monday night, September 19th. He was placed on the agenda.
  - Chief Lambirth said that the S.E. Mass. Police Chief's Association accepted his recommendation for Officer MacDougall, along with his family, to receive an award on September 21st in Swansea for his assistance with the

Mortimer family.

- The Chief said he would like to discuss the position of Lieutenant again, and Mr. Dziczek asked that he check and let Mrs. Allen know when the deadline to apply is.
- Mr. Dziczek was assured by the Chief that the Police Department and the Animal Control Officer would be working together if there was a safety issue involved.
- Chief Lambirth told the Board that Officer Jeff Watson is now certified as a D.A.R.E. officer, and working with Officer Bates.
- Mr. Henry brought up the fact that recently a cruiser had a flat tire, and the dispatcher had to put a call into the Highway Department for someone to change it; he could not understand why the officer did not change it himself. Chief Lambirth noted problems with jacking points on the new cars and would rather have an experienced person change it, instead of a novice. The question of a towing company vs a member of the Highway Department doing the job was brought up, and Mrs. Allen will check to see which is most cost effective.

- 7:50 - The Board reviewed the one window bid received for the town hall renovation. Mrs. Rozanski made the motion to accept the recommendation of the Town Hall Building Committee to award the window bid of medium bronze windows to Leland Window & Siding of Medway for \$5,700; Mr. Henry seconded; all aye.
- It is noted for the record that a dog hearing that had been tentatively scheduled for this evening was cancelled as the Animal Control Officer had handled the situation, and the dog was euthanized.
  - A request from some employees at Town Hall for a new printer was brought up by Mrs. Allen. She suggested getting some quotes for a new printer, as well as quotes to get the old one repaired.
  - Mrs. Allen stated that the report submitted by Town Mechanic George Cole was the report on town equipment/ vehicles requested by the Board. Mr. Dziczek said he supported him and his professionalism, as well as his effort to try and save the town money noting it was good to get his input. He asked that Mrs. Allen send a letter to the CIPC (as they received a copy of this report, along with the FinCom), telling them the Board awaited a response to Mr. Cole's report. Mr. Henry also thanked George for his report, stating that he had

looked at some of the equipment and felt it was a very objective analysis, and the work he did should be recognized. The Board agreed a letter should be sent to Mr. Cole thanking him for his effort.

- Mrs. Allen brought up the research she had done on the formation of the Computer Committee indicating its purpose was to see the follow-through of equipment once it was installed, and to make sure updates were periodically reviewed. Mr. Henry made a motion to take steps to formulate a town-wide computer committee with a charge to evaluate the existing system with a goal to put in place a town-wide interactive system; Mrs. Rozanski seconded; all aye. Mr. Henry indicated that he would like a sub-committee to include representatives from police, school, town hall, as well as citizens-at-large from the town who want to help and are knowledgeable in this area. Mr. Dziczek suggested a follow-up at the September 19th meeting.
- Mr. Dziczek addressed the letter received from the District Attorney's office with regard to meetings being held without the proper posting. He stated he had drafted a letter for the other Board members to review, with a copy, of course, going to the Town Clerk. Mrs. Rozanski suggested speaking with the D.A. before sending a letter out. Mr. Henry said that sometimes he and Mrs. Rozanski are separately invited by other boards they are liaisons to, arriving to find both of them at the same meeting. The Board said they will make sure the proper posting is made.
- A response from Town Counsel concerning extra work orders from Cibotti on the Main/Summer/Village intersection was noted. Since Commonwealth Engineers has already addressed the issue, it was felt that no further response from the Board was warranted, and to direct any future inquiries to Town Counsel.
- The Board reviewed the request of Steve Reding to be appointed Constable. Mrs. Allen stated that the Board can appoint as many as they feel is necessary. Mr. Henry made a motion to appoint Stephen Reding Constable though June 30, 1997; Mrs. Rozanski seconded; all aye.
- The Board discussed the response from P.M.P. Associates with regard to the drainage problem on Holbrook Street. It was felt that his answer should settle the situation, and the Board asked that a letter be sent to Mr. Ozella and Mr. Lussier asking for his cooperation with the letter.

- A letter from the residents at 45 Coffee Street was addressed by the Board. Mrs. Rozanski asked that Mrs. Allen send a letter to the property owner letting them know that the Board was not pleased with the contents of the letter, enclosing a copy, and asking him to follow up. Mr. Dziczek also said that posted signs could be done by the property owner and to pursue this with the Police Department, advising him that the Board wants a response or acknowledgment of Mrs. Allen's letter.
- The Board reviewed petition #94-08 from New England Telephone and Boston Edison for pole removal on Norfolk Avenue. As there was no opposition, Mrs. Rozanski made a motion to grant the petition; Mr. Henry seconded; all aye.
- Mrs. Allen noted to the Board that the Town Accountant's appointment was up as of the day before. Mr. Dziczek said that the procedure is to have that person present when being discussed, but he was not there now. Mr. Henry said it was a question of appointing or not appointing. Legally, he was not the Town Accountant today although he was at work. Town Counsel told Mr. Henry today that the Board of Selectmen appoint for a term, and unless he is reappointed, he is no longer the Town Accountant.

Mr. Henry made a motion not to appoint this person as Town Accountant, and to say the position is vacant; Mrs. Rozanski seconded. Mr. Dziczek said for some of our appointments, they are still in until they resign or someone is appointed in their place. Is the town liable for a suit and can he charge us for the days he is here? Mr. Henry stated that the position of Town Accountant exists, but this person does not hold that position now. He said there is an Assistant Town Accountant who is capable of carrying on the day-to-day responsibilities. So we fill the vacancy temporarily and advertise the job and anyone is entitled to apply, even him, then interview and appoint. Mr. Henry continued saying that, that person has no authority to act as Accountant, and no rights and responsibilities, and has ceased authority to do the job. Mrs. Rozanski asked if the Board is to assign those duties to other people? Mr. Henry stated that the Assistant can handle the job for a short period of time and can call her the Temporary Assistant Town Accountant, say for 4-6 weeks. Mr. Dziczek asked if the job description was up-to-date; maybe it should be looked at since it was first utilized three years ago? Mrs. Rozanski said the Audit Committee looked at the Town Accountant's job description and felt it was adequate. Mr. Dziczek didn't feel the Assistant may

have certain qualifications needed; could we retain the services of the present Town Accountant temporarily? Could there be a motion that the present Town Accountant be Acting Town Accountant until a decision is made? Mr. Henry did not know if the Assistant could do the job yet or not, but felt she could perform some of the functions. Mr. Dziczek said if she could do the work, then appoint her as Temporary Assistant Town Accountant. Mrs. Rozanski said that someone can request to do it temporarily now.

Mr. Dziczek stated that both Mrs. Rozanski and Mr. Henry have reviewed this in their liaison positions and had to support their decision; and made the motion unanimous; all aye.

Mrs. Rozanski made a motion to actively find someone to fill that position; Mr. Henry seconded; all aye.

Mrs. Rozanski made a motion to advertise the position of the Town Accountant asap; Mr. Henry seconded; all aye.

Mrs. Rozanski made a motion that the chairman convene an executive session to discuss the responsibilities and position of the Town Accountant for Wednesday, Sept. 14th at 9:00 p.m.; Mr. Henry seconded; all aye. (This motion was later changed to Thursday, Sept. 15th at 5:00 p.m. upon receiving a phone call from Town Clerk Maryjane White.) Mr. Dziczek asked that it be made known that the job description is available at Town Hall once it has been advertised.

Mrs. Rozanski made a motion to have Mr. Henry represent the Board to recommend someone to fill in temporarily as Town Accountant; Mr. Henry seconded; all aye.

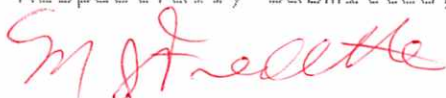
- The Board reviewed the emergency transfer request of Alan Weiner, Sealer of Weights and Measures for additional funds for new seals. Mr. Henry made a motion to let Mr. Weiner go to the FinCom for an emergency transfer for \$160; Mrs. Rozanski seconded; all aye.
- On behalf of the Board, Mr. Dziczek signed the extended agreement with the Whittings for 195 and 197 Main Street until September 30th. Mr. Henry made the motion to grant this extension; Mr. Dziczek seconded; all aye.
- The Board noted Town Counsel's response to the Board's question on the establishment of a scholarship fund and an educational fund, and requested that a copy of his response be sent to the School Department.

- The Board also noted Town Counsel's response to the Board's inquiry on non-criminal disposition fines. His letter indicated that the only ones who could hold a public hearing on fines by statute were the Board of Water/Sewer Commissioners, the Board of Health and the Conservation Commission. Mrs. Allen stated that fines have to be set at town meeting, such as was done with the Fire Chief. Mr. Henry suggested finding out, if possible, how other towns assess their fines.
- A request was received from the Water/Sewer Board for a joint meeting to look at development and growth in the town with the Planning Board, Board of Health, School Department, and the Selectmen. Mr. Henry suggested a workshop. Mr. Dziczek said he would bring up the workshop at the next FinCom meeting since many boards mentioned would be in attendance.
- Mrs. Rozanski noted that no formal notice has been received by the Board as to other appointments made to different committees, such as the FinCom rep and the School Department rep to the Audit Committee.
- Ed Reardon stopped in to mention that he had met with Town Counsel concerning the railroad bed properties, and they will be going ahead as a team.
- Mrs. Allen told the Board that the funds for pre-employment physicals has almost been depleted, and there is a need to put another article at the next special town meeting for this purpose (last one was in 1988.) Mrs. Rozanski made a motion to recommend that the FinCom approve an emergency transfer for \$1,980 for pre-employment physicals; Mr. Henry seconded; all aye.
- Southwestern Corp. submitted a solicitor's permit request to canvas the town for two weeks with educational books. Mrs. Rozanski made the motion that the permit be granted from Sept. 13 - Oct. 1 during daylight hours only; Mr. Henry seconded; all aye.
- It was noted that Mrs. Rozanski will be attending the ADA Seminar this week.
- Mrs. Allen told the Board someone has appealed a ZBA decision and since Mr. Maciolek felt it was a conflict of interest, has been referred to Attorney Greg Barnes.
- Mrs. Allen was asked to check on MAPC projects that should be considered after the Route 109 Corridor project is completed.

- Mr. Henry brought up the trust fund that has not been done as requested by Group Benefits Strategies. Mr. Henry thought it had been set up at town meeting, and Mrs. Allen clarified that the Treasurer was to have set it up in 1992, but would speak to our rep and Mrs. Sanford one more time.
- An upcoming Bay State Gas meeting was mentioned, and Mr. Dziczek suggested asking Diarmuid Higgins if he was interested in going.
- For the record, Mrs. Rozanski said that Jackie Malo handles the Disposal of Animals for the Board of Health, and they are looking for another Deputy ACO.
- CIPC's letter to departments was noted and thought a good head start was being made.
- The flower buckets filled with flowers were acknowledged and anonymous helpers thanked.
- Mr. Henry said he had met with the Park Department, and they will meet with the School Department and the Board of Selectmen with a proposal on a maintenance agreement.

10:00- Mr. Henry made a motion to adjourn the meeting; Mrs. Rozanski seconded; all aye.

Respectfully submitted,



Mary Jean Fredette  
Secretary  
mj

*approved*  
*9/24/94*



## BOARD OF SELECTMEN

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

### AGENDA

August 22, 1994

- 7:00 p.m. Open meeting, sign warrants,  
approve minutes of 8-8-94 meeting.
- 7:05 Open bids for Architect and Structural  
Services for Town Hall Bldg. Comm.
- 7:10 Joanne Jacobs and Jane Lanzoni  
Re: Non-Criminal Disposition
- 7:15 Boston Edison Public Hearing  
Re: conduit for Parrella's on Coffee  
Street.
- 7:20 Interview Candidates for Finance  
Committee vacancy.
- 7:30 Mr. Berthiaume, Holbrook Street regarding  
water problems and James Brodeur,  
Planning Board
- 7:45 Peter Badger, Blue Ribbon Drive  
re: Update on Alder St. petition
- New Business and Old Business



Present: Joseph Dziczek, Raphaela Rozanski, Lee Henry,  
Administrative Assistant Ruth Allen.

7:00 p.m.-Mr. Dziczek 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 approve the minutes of August 1st and August 8th; Mr. Henry seconded; all aye.

With follow-up on the August 8th minutes, Mrs. Rozanski was told the Police Chief was notified about the Ride for Kids and he will follow up with the Board; she noted she was still working on the grant for the protective vests; she was working with the Council on Aging for another meeting/office space; she asked that the signs for Grove and Maple Street be put up as soon as the overgrowth near there was cleared away; she asked that Bob Speroni be placed on a future agenda to discuss signs.

With follow-up on the August 8th minutes, Mr. Dziczek asked Mrs. Allen to identify any cost savings to the town if town employees went bi-weekly with their paychecks; he asked that we please stay on top of the Walker Street Bridge renovation and notify a spokesperson of any updates; he noted that there would be a bidders conference for the annual audits on September 9th, with the opening of bids on September 19th, and the chairman of the Audit Committee has been notified; he asked that we get a list of where plant pots are located around town so that we can institute an "adopt a potted plant" program for wherever the town has placed the huge empty pots for plants/flowers.

7:10 - Mrs. Rozanski read the ad that appeared in the Milford Daily News concerning architectural bids for the town hall renovation. Three bids were received: 1) Michael Blanchette of Medway not to exceed \$5,000 as he further outlined; 2) Carell Group of Alston, MA with a bid to be negotiated and compatible with the town's budget, with a fee of \$5,000; 3) A.V. Inc. of Ashland with a fee not to exceed \$22,800. Mrs. Rozanski made a motion to turn the bids over to the Town Hall Building Committee; Mr. Henry seconded; all aye. Mrs. Rozanski told the THBC that they could petition the Chairman if they felt it necessary to call a meeting to award the bid prior to the next scheduled meeting.

7:20 - Joanne Jacobs and Jane Lanzoni, members of the Non-Criminal Disposition Committee, came before the Board to discuss the setting up of the fine tickets. They noted that, in speaking with the Franklin Town Clerk, they had

collected \$3,425 which included dog fines. Mrs. Jacobs indicated that Franklin and Millis use the same type of triplicate ticket, which is generic but includes a number, and would be given out to the enforcer, one to the offender, and one to the Town Clerk. The Board recommended that a policy be set up and to get 1,000 triplicate tickets printed up for all departments indicating the by-law number, the town by-law number, and section number. After looking at the quotes the committee had received for printing, Mrs. Rozanski made a motion that the printing be awarded to Print-A-Rama; Mr. Henry seconded; all aye. Mrs. Lanzoni mentioned that the Town Clerk collects the fines in other towns, and should the cost for printing be under her budget? Town Clerk Maryjane White came in to speak to the Board about this, and agreed to accept the charge noting that if there is a problem with her budget in the future, the Board would come to her support with the Finance Committee. Mrs. Jacobs said that each department really needs to look at the by-laws to see if any changes need to be made that effect them. The Board agreed there should be a future meeting on this, to discuss a procedure, and consultation with Town Counsel, the Treasurer, Town Accountant and Town Clerk.

7:40 - Mrs. Rozanski read the ad that appeared in the Milford Daily News for a petition from Boston Edison for conduit on Coffee Street. Robert Mallas was present representing Boston Edison. As there was no opposition, Mrs. Rozanski made a motion to approve the petition; Mr. Henry seconded; all aye.

7:45 - Applicants for the vacancy on the Finance Committee came before the Board. Prior to speaking to them, the Board told the applicants that it was the Board's wish to appoint three of them to the Capital Improvement Program Committee, as there were three vacancies there, and only one left on the Finance Committee. They noted the importance of that committee as well and the Board's desire to have the CIPC, the FinCom and the Selectmen working together more for the best long-range interest and growth of the town.

Each of the applicants told a little about themselves and their expertise in applying for the positions. They included: Edward Hjerpe, Jay Srinivasan, Rocco Derrigo, Robert Nelson, and Paul Graney.

Mrs. Rozanski made a motion to appoint Paul Graney to the Finance Committee through June 30, 1997; Mr. Henry seconded; all aye.

Mrs. Rozanski made a motion to appoint Bob Nelson to the CIPC through June 30, 1995; Mr. Henry seconded; all aye.

Mr. Henry made a motion to appoint Ed Hjerpe to the CIPC through June 30, 1997; Mrs. Rozanski seconded; all aye.

Mrs. Rozanski made a motion to appoint Rocco Derrigo to the CIPC through June 30, 1998; Mr. Henry seconded; all aye.

The Board thanked Mr. Srinivasan for his interest, and said they would keep his name on file for future vacancies. Again, to all the applicants, the caliber of the candidates was excellent and the Board appreciated their response.

8:15 - Earl Berthiaume of 13 Holbrook Street, along with Jim Brodeur, chairman of the Planning Board, came to speak to the Selectmen concerning an on-going problem with drainage at the end of Holbrook Street being caused to his property. Mr. Berthiaume indicated he would be meeting with the Planning Board agent, Mike Perrault, the next day. Mr. Brodeur said that Mr. Perrault would write up his findings, and then they would be able to decide how to proceed. Mr. Berthiaume asked that the builder be put on notice because of the problems he has created which now exist. Mr. Dziczek asked that a letter be written to the builder, with copies to the Planning Board, Mr. Perrault and the Building Inspector, making him aware of existing problems, and that more information would be forthcoming from Mr. Perrault and the Planning Board on this issue. (The Board asked to see the letter before it is sent.) The Board also asked for copies of Mr. Perrault's report. Mr. Brodeur reminded the Board that street acceptance is the hold the Planning Board has over a developer.

8:45 - Peter Badger of Blue Ribbon Drive asked that the discussion of Alder Street be postponed until the next meeting. Mrs. Rozanski made a motion that the Alder Street discussion be delayed until September 19th at 7:30 p.m.; Mr. Henry seconded; all aye. It was noted that no response had been received from Carol Villa to Mrs. Allen's memo dated March 22nd.

- Mrs. Allen noted for the record that Mass. Highway was having a public hearing on the Walker Street Bridge on September 22nd at 7:00 p.m. in Sanford Hall. Also for the record, the Walker Street Bridge is on the TIP list.

- With regard to the Annual Fall Workshop for Selectmen, Mr. Henry said he was definitely attending; the others

will advise Mrs. Allen.

- With regard to the Municipal Forum, Mr. Henry and Mrs. Rozanski said they would attend; Mr. Dziczek would let Mrs. Allen know.
- Mrs. Allen brought up the summary of the Join Salt Bid that was opened in Medfield on July 28th. Mrs. Rozanski made a motion to accept the recommendation of the Highway Superintendent to award the salt bid to Eastern Minerals for \$31.24/ton; Mr. Henry seconded; all aye.
- The Board went over a few more appointments:  
  
Mrs. Rozanski made a motion to appoint the election workers as recommended by the Democratic Town Committee (attached list); Mr. Henry seconded; all aye.  
  
Mrs. Rozanski made a motion to appoint the election workers as recommended by the Republican Town Committee (attached list); Mr. Henry seconded; all aye.  
  
Mrs. Rozanski made a motion to appoint Charlene Saunders to the Street Naming Committee through June 30, 1995; Mr. Henry seconded; all aye.
- Mrs. Allen had advised the Board the previous week that the IRS had revoked China Lotus' liquor license for lack of payment. She advised them at this time that their license had been reinstated as of last Friday.
- Mrs. Rozanski informed Mrs. Allen that the Chairman of the Board of Selectmen can be petitioned to hold a meeting if the dog issue that is scheduled for September 12th needs to be addressed sooner. It was recommended that 48 hours notice be given to the Selectmen.
- The non-criminal disposition fines was brought up again. Further clarification is being asked from Town Counsel.
- The Town Accountant was concerned about scholarship fund vs educational fund, and Town Counsel is being asked for further clarification on this. Mrs. Allen told the Board that there never was a scholarship fund set up; if it had been done, it would have appeared on the residents' tax bill.
- Mr. Dziczek noted the MMA legislative letter looking for suggestions. He asked that Mrs. Allen look into it.
- Mr. Dziczek noted Mr. Henry's memo to the other Board members on his liaison activities, and felt it was a

good idea.

- Mrs. Rozanski brought up a recent meeting with the two CPA's working on the pre-audit, and said this would be the remaining process: she stated that they would be writing up a report to the Town Accountant and the Treasurer of their findings; then a report would go to the Audit Committee; and then there would be a meeting with the Selectmen; after that, the reports would be available to everyone.
- Mr. Henry brought up a recent staff meeting with the town hall employees and his concern with repairs at town hall. He thought a request to the FinCom should be considered to use \$10,000 from the sale of the Torrent Fire Station for the town hall for this fiscal year. Mrs. Rozanski said it had to go to town meeting first.
- Mr. Henry brought up the personnel evaluation form he had been working on. Mrs. Rozanski made a motion that it be used during the course of this calendar year effective September 1, 1994; Mr. Henry seconded; all aye. Mr. Henry indicated he would draft a procedure to go along with the form's use, and recommended a workshop with department heads for its implementation. Mr. Dziczek suggested the form be discussed at the next town hall staff meeting on September 16th.
- The Board discussed the memos received from employees on the computer use, indicating some positive and negative results had been seen. Mrs. Rozanski said the Board was seeking to collaborate ideas and user experience. Mr. Brothers thought it would be helpful to have the computer users meet, but the Board felt he should hold off until it was determined what the actual charge of the Computer Committee was, and Mrs. Allen will try and research this.
- Mr. Henry asked Mrs. Allen to try and update the Board monthly on the Selectmen's budget.
- Mr. Dziczek brought up the possibility of re-establishing the DPS Commission. Mr. Henry thought an ad hoc committee of elected officials in public service, such as Water/Sewer, Board of Health, Planning Board could meet and discuss.
- The Board also indicated their intention of meeting with the highway personnel, similar to the town hall employees staff meetings.
- Mr. Henry indicated his desire to review the Community

Action Statement. Mrs. Rozanski made a motion to allow Mr. Henry to pursue updating the Community Action Statement, and to contact elected officials to determine common goals; Mr. Henry seconded; all aye.

- Mr. Dziczek brought up how Holliston has recently gone to a Town Administrator form of government, and wondered if Medway should start the process again. Mr. Henry indicated he was not convinced yet, and not ready to pursue it. Mrs. Rozanski stated that a government study committee would have to be formed or reactivated.

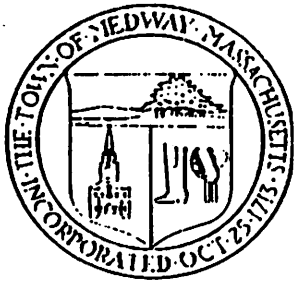
10:00- Mrs. Rozanski made a motion that the meeting be adjourned; Mr. Henry seconded; all aye.

Respectfully submitted,



Mary Jean Fredette  
Secretary  
mj

*Approved 9/12/94*

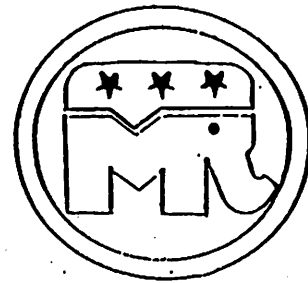


REPUBLICAN TOWN COMMITTEE

POST OFFICE BOX 641

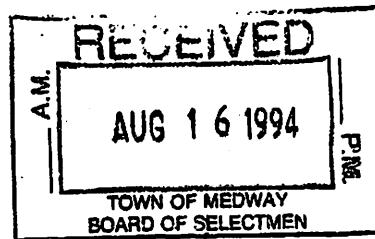
MEDWAY, MASSACHUSETTS

02053



August 15, 1994

Medway Board of Selectmen  
Medway Town Hall  
155 Village St.  
Medway, MA 02053



Dear Sirs/Madam,

Under the provisions of Chapter 54, Section 12 of the Massachusetts General Laws, and the direction of Ms. Dale Mandoni, Chair of the Medway Republican Town Committee, I submit for your approval, a list of election workers to serve for a one year period beginning September 1, 1994.

The list is as follows:

Warden	Elsie Robinson	10 Highland St.
Warden	Joan Newton	29 Main St.
Clerk	Walter Sampson	218 Main St.
Ballot Clerk	Ruth Curtis	31 Highland St.
Ballot Clerk	Ella Ryan	25 Oakview Cir.
Ballot Clerk	Martha Jean Porter	7 Wellington St.
Inspector	Barbara Clark	16 Richard St.
Inspector	Doris Gray	18 Oakview Cir.
Inspector	Joan Walthers	93 Fisher St.
Ballot Box	Kenneth Bell	283 Village St.

Alternates for Ballot Clerk, Inspector, and Ballot Box:

Jane Cummings	202 Main St.
Rosemary Bauer	25 High St.
Carolyn Johnson	1 Mann St.
Gretchen White	191 Main St.
Barbara Waldron	96 Oakland St.
Samuel Mushnick	14 High St.
Veronica Clark	25 Summer St.
Ellen Gove	11 Lovering St.
Harry Johnson	109 Holliston St.

If you have any questions, please call me at 508-533-6321.

*cc. B. H. SP 1/17/94*

Ralph E. Sutherland

*Ralph E. Sutherland*

Vice Chairman,  
Medway Republican Town Committee

2 Country Ln.  
Medway, MA 02053

cc: Town Clerk; Medway, MA  
Dale Mandoni; Chair, Medway Republican Town Committee



*See*

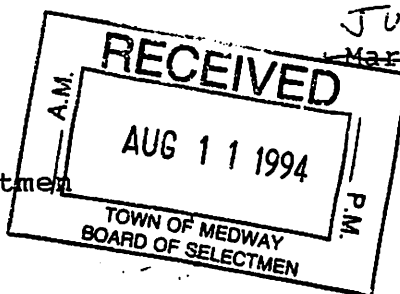
# MEDWAY DEMOCRATIC TOWN COMMITTEE

MEDWAY, MASSACHUSETTS 02053

62 Fisher Street  
Medway, MA 02053

JUNE 30, 1994  
~~March 26, 1993~~

~~Mr. Walter Johnson~~  
Chairman  
Medway Board of Selectmen  
155 Village Street  
Medway, MA 02053



~~Dear Mr. Johnson:~~

In accordance with the provisions of Section 12, Chapter 54, General Laws of the Commonwealth of Massachusetts, and as voted unanimously by the Medway Democratic Town Committee at the ~~March 25, 1993~~ <sup>JUNE 25, 1994</sup> meeting, the following recommended list for election workers is hereby submitted:

Evelyn J. Austin, 502 Mahan Circle.....533-4832  
Leonard R. Carucci, 2 Sun Valley Drive.....533-8946  
Joseph G. Albano, 27 Sunset Drive.....533-7191  
Jane Armstrong, 4 School Street.....533-7052  
Paula P. Bisson, 4 Williams Street.....533-2981  
*PAVLINE DELGENIO 56 SUMMER ST. 533-6318*  
Robert H. Clorite, 129 Main Street.....533-7093  
~~Richard Coakley, 9 Elm Street.....533-6623~~  
Sandra L. Collum, 2 Sunset Drive.....533-7581

Richard P. Gildea, 21 Maple Street.....533-7183  
Lee E. Henry, 207 Main Street.....533-8223  
Florence Mucci, 2 Richard Road.....533-6206  
Ernestine Hoban, 91 Holliston Street.....533-2224  
Leo P. Szymanski, 1 Church Street.....533-8704  
Dorothy Anthony, 22 Oakland Street.....533-8290  
James Cottam, 14D Kenney Drive.....533-6933

*Robin Gelbwachs*  
*Frank Alconada*

Sincerely yours,

*Robin*  
Robin P. Gelbwachs  
Chairman

*Leonard R. Carucci*  
Vice Chairman

*cc: BofS 8/11/94*



## BOARD OF SELECTMEN

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

Selectmen's Meeting on Saturday, August 20, 1994 at Medway Police Station

Time 8:00am to 10:00am

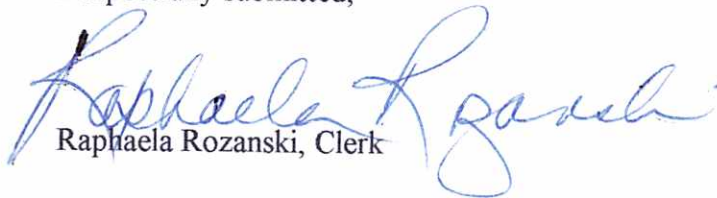
Present at meeting; Joe Dziczik, Raphaela Rozanski, Lee Henry, and Chief Dave Lambirth


Administrative update on recent police activity presented to the Board of Selectmen by Chief Lambirth. Discussion of staffing and personnel procedures followed.

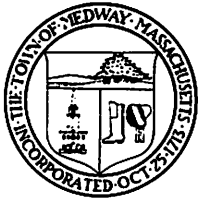
The Chief advised the Board that whenever allegations are made against any officer that it is policy to go outside the department for investigation. Larger cities and towns have internal affairs departments. The problem with outside investigations is how slowly information comes back to the department. At this time Officer Boyan's case is not closed and further action within the DA's office is possible. Officer Boyan is being returned to duty after an administrative five day suspension. Further administrative action within the town is possible in any similar case, but would require a hearing.

The Board and the Chief also discussed the needs of the community and staffing projections in the next six months related to sick leave and overtime.

Respectfully submitted,

  
Raphaela Rozanski, Clerk

  
9/12/94



## BOARD OF SELECTMEN

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

### AGENDA

AUGUST 8, 1994

- 7:00 p.m. - Open meeting, sign warrants, approve minutes of July 25, 1994.
- 7:05 - Open bids for Masonry and Windows for Town Hall Building Committee.
- 7:20 - Treasurer Marge Sanford and Accountant Bob Brothers re: next quarter cash reconciliation.
- 7:30 - Update Alder Street traffic problems.
- 7:45 - Open bids for Personal Body Armor for Police Department.
- 8:00 - Council on Aging re: contract for transportation.
- 8:15 - Highway Supt. Diarmuid Higgins re: update on projects.
- 8:30 - Rep. Barbara Gardner with an update.
- - New business.
- - Old business.

Present: Joseph Dziczek, Raphaela Rozanski, Lee Henry,  
Administrative Assistant Ruth Allen.

7:00 p.m.-Mr. Dziczek called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. The warrants were signed. With regard to the minutes of July 25th, Mrs. Rozanski corrected a line dealing with fees, and then made a motion for their acceptance as amended; Mr. Henry seconded; all aye.

7:05 - Mrs. Rozanski read the ad that appeared in the Milford Daily News for masonry bids for the town hall renovation. Mrs. Allen stated no bids had been received. Mrs. Rozanski then read the ad for windows for the town hall, where one bid had been received from Leland Siding for seven replacement windows ranging from \$4,550 to \$5,700. Mrs. Rozanski made a motion that the bid be turned over to the Town Hall Building Committee for their recommendation; Mr. Henry seconded; all aye.

7:10 - The Board reviewed a request from the "Rodman Ride for Kids" program which was asking for permission to come through Medway on Saturday, September 17th. The Board was concerned primarily about safety, and asked that a representative meet with the Board to answer their concerns.

7:15 - Treasurer Marge Sanford came before the Board. First, Mrs. Sanford brought up the notes to be signed for the borrowing for Alder Street which was for one year at 3.88% for the \$110,000. Mrs. Sanford stated we were renewing the note as we did not get the grant. Mrs. Rozanski made a motion to renew the notes for the Alder Street water main project for the following: with Bay Bank for \$50,000 # 922-2; Mr. Henry seconded; all aye; and also with Bay Bank for \$60,000 # 922-1; Mr. Henry seconded; all aye. The notes were signed.

Mrs. Sanford also told the Board she wanted to send out a request for proposals for payroll. She stated that the cost is now \$13,000 a year not including software problems, computer problems, the printer being down a month, and not including the school. She indicated that approximately 1,000 checks get issued a month with 120 on the regular payroll (x 4 weeks) and 300 on the school payroll (x 2 weeks). Mrs. Rozanski made a motion to authorize the Treasurer to go out for a request for proposal to advertise for payroll services, and letting the Selectmen see it prior to issuance, and also asking the Computer Committee to look at options, with information given to the Board on upgrade and cost of

doing payroll in house; Mr. Henry seconded; all aye.

Mrs. Sanford and Mr. Brothers each gave the Board their cash reconciliation statements for the quarter ending December 31, 1993. It was indicated by both that the cash difference was the same at 10/1/93 as it was at 12/1/93. Mr. Henry stated that after adjustments are made, we are reconciled through 12/31/93. The Board stated its hope that there would be monthly reconciliations once everything was settled. Mrs. Sanford said that the discrepancy is now under \$50,000 instead of the original figures of \$961,785.54. She also said that Mr. Brothers is making sure no manual checks are issued, and she was shifting responsibilities in her department. Mr. Henry stated that the magnitude of the problem may never be known and may be around for a long time. They were asked when the next quarters would be ready, with Mr. Henry offering August 17th for the third quarter and August 24th for the fourth quarter, and then to the Selectmen by August 29th, but this was changed to September 12th.

- Mrs. Rozanski made a motion to postpone discussion of Alder Street until after Rep. Gardner had concluded her update to the Board; Mr. Henry seconded; all aye.

- 7:52 - Sgt. Saleski was on hand for the bid opening on body armor. Although no copy of the ad was available, it had been advertised. Bids were received from: Control Equipment Company for \$299 per vest with different costs for upgrades; and Triple A Police Supply of Mass. for \$350 per vest up to \$575 depending on size. Mrs. Rozanski made a motion that the bids be turned over to Sgt. Saleski for recommendation; Mr. Henry seconded; all aye. Mr. Dziczek inquired about any grants, and the Sgt. stated they will continue to pursue, understanding there might be reimbursements. It was also understood by the Sgt. that only those who had said they would be wearing them would be getting one.

- 8:02 - Richard Gildea and Paula Bisson were present for signing of the Council on Aging van contract. Two copies of the one-year contract were signed by the Board for Transit Alternatives for \$13/hr. Mrs. Rozanski made the motion to sign the contract; Mr. Henry seconded; all aye.

While the COA members were present, Mr. Dziczek mentioned to them the possibility of looking elsewhere to house the COA office instead of at Fire Station II, such as at Mahan Circle with the Housing Authority, closer to where the elderly reside. They said they would check it out, as will Mrs. Rozanski. Mr. Dziczek

further stated that other alternatives for the Animal Control Officer are being considered as well.

8:15 - Highway Superintendent Diarmuid Higgins updated the Board. He indicated the State was working on the drawings for Fisher Street; that they are working on the Shaw Street Bridge now, which should be open by the end of September; no additional info was available on Walker Street other than the plans submitted, and he was asked to continue calling Peter Donahue. Mr. Dziczek asked that a spokesperson for the Walker Street area be notified that the plans are in the office.

With reference to other projects in town, Mr. Higgins said part of the work to be done on Causeway Street, Village Street, and Fisher Street will be done before winter of this year. He indicated he was going out to bid for the reclamation, and that there were sufficient funds to cover all this work. Mrs. Rozanski asked about the pavement management program, and Mr. Higgins indicated he had not heard anything further. She asked that Holliston Street be listed as a priority as well. Mr. Higgins stated that the street needed to be ground, "coldplaned". Mrs. Rozanski also asked that the area between Temple and Pond Streets around Cottage Street be looked at if the State was going to be redoing Route 109. Mrs. Allen stated that the pipe under the road is the problem, which is not going to be disturbed with the 109 reconstruction. Mrs. Rozanski asked that she speak with Peter Donahue on this for any available assistance. Mr. Higgins also felt crack filling and chip sealing, as well as some work on Lovering Street and Adams Street would be done before fall. Mr. Dziczek suggested he give the Board a weekly update.

Mrs. Rozanski brought up the request of stop signs at Grove and Maple Streets, indicating the contractor would provide them if Highway could put them in place. Mr. Dziczek inquired about the sidewalk, and Mrs. Allen was asked to call Jim Brodeur.

Mr. Dziczek stated that no thermoplastic was being done on Route 109 after all because of the reconstruction the State was planning on four sections of the road.

Ed Reardon, who was in attendance, asked that there be a large sign placed near Village Street where 126 meets, indicating that the street there was indeed Village Street. He felt there was some confusion at the intersection with the names of streets.

8:40 - Rep. Barbara Gardner came before the Board indicating she felt she had better news to pass on this year than last year. She mentioned that Chapter 90 monies had increased this year giving Medway \$537,582 and the language was loosened; local aid was guaranteed early allowing cherry sheets to be sent out earlier; lottery monies increased to Medway of \$60,830; working to make sure Route 109 reconstruction proceeds; keeping an eye on the town hall renovations and the Walker Street and Shaw Street Bridges; and noted the Flag Day ceremony in Boston. Rep. Gardner asked that she be sent a cover letter on the grant application being sent in, and would so advise EOCB and Sen. Magnani. She also mentioned that the gas tax will be ballot question #8 for roads and highways.

9:25 - Mr. Dziczek noted he had met with the Fire Department at their department meeting with some concerns they had about the use of a portion of Fire Station II for some organizations to meet, and now being used as office space for the Council on Aging and the Animal Control Officer. He stated that the Fire Department includes all utilities in their budget, that there are no bathrooms, and it is not handicap accessible. He was pursuing the thought of having the COA office at Mahan Circle, as it seems that the food surplus distribution and their COA monthly meetings are now at the Fire Station as well; that there are groups now coming in who were not scheduled to be there; it is unknown who has keys now; the rooms are left a mess; other people are using the Fire Department's supplies and desk; etc. Now that the ACO is in there, are the two deputy assistants also going to be in there? Since the ACO is under the Board of Health, is the Board of Health going to expand to that area as well? They wondered if the Town Hall Building Committee was including extra conference rooms in their plans as well as the utilizing of the basement area of Town Hall. The Chief said if the area in Fire Station II is used, it should be limited use.

Lt. Don Brinkman and Firefighter Mike Heavey were present to add support to Chief Vinton's concerns. Mr. Heavey added that the Officer's property is being used as even their desk was cleaned out. He reiterated that the room is also their staging room for emergencies and when the need arises for the men to sleep overnight and any food rations they may have bought. Mr. Heavey said he knew the station was Town property, but it is not an annex; other buildings for leasing should be considered,

Mrs. Rozanski noted the limited use of available space, agreed rules should be in place and followed. Mr.

Dziczek agreed that if someone abuses the rules, there is no second chance. Mr. Henry said possibly the ACO or the COA did not know there were rules, etc. Mr. Dziczek stated the Board will continue to resolve the issue and look for additional space for all, but in the time being, to set up rules and procedures and try and see that these are adhered to, otherwise come back to the Board.

10:10- Ed Reardon stopped in to see if the Board had read his letter concerning assisting with researching the titles for the railroad bed to then pass on to Town Counsel. The Board was not sure if this information would be useful to him, and if the info was available, why not give it to the Board to give to Town Counsel? Mr. Reardon said he wanted to be able to explain the documentation he had himself and only required one hour of Town Counsel's time. Mrs. Rozanski suggested Mr. Reardon pass on the information to Town Counsel ahead of time so he could review it, and made a motion to allow Mr. Reardon one hour with Town Counsel; Mr. Henry seconded; all aye.

10:30- The Board felt it would be best to hold off discussion of Alder Street until the next meeting; therefore, Mrs. Rozanski made that the motion; Mr. Henry seconded; all aye.

- The Planning Board's request to go to Town Counsel for a written opinion was brought up; therefore, Mr. Henry made that the motion; Mrs. Rozanski seconded; all aye.
- Various appointments were reviewed by the Board. Mrs. Rozanski made the motion that the Rev. Harold Archer, Margaret Quill, Peter Lundberg, Roy Young, and Fr. Clyde Chetwynde be appointed Police Chaplains; Mr. Henry seconded; all aye.

Mrs. Rozanski made the motion that John Misiuk be appointed Assistant EMS Coordinator; Mr. Henry seconded; all aye.

Mrs. Rozanski made the motion that Constance Sheehy be appointed to the Street Naming Committee; Mr. Henry seconded; all aye.

Mrs. Rozanski made the motion that Brian MacKinnon be appointed to the Street Naming Committee; Mr. Henry seconded; all aye.

Mrs. Rozanski made the motion that Sam Mushnik be appointed to the Job Classification Review Board; Mr.



Henry seconded; all aye.

Mr. Henry made the motion that Raphaela Rozanski be appointed the Selectmen's rep to the Audit Committee; Mr. Dziczek seconded; all aye. It was also requested that the By-law be reviewed to see if an actual appointment slip is necessary for the Selectmen's rep.

Mr. Henry made the motion that Michael Blanchette be appointed to the Conservation Commission; Mrs. Rozanski seconded; all aye.

Mr. Dziczek requested that a letter be written to those who did not get appointed.

With reference to the remaining vacancy on the Finance Committee, it was requested that the candidates meet with the Board.

Mrs. Rozanski made a motion that Pauline Wright be appointed to the Cultural Council; Mr. Henry seconded; all aye.

- Mrs. Rozanski asked that a separate advertisement go out for Civil Defense Director.
- The Board noted that they will be discussing the collection of fines at a later date, and recommended that the Non-Criminal Disposition Committee meet with the Board at that time. Mr. Dziczek also took this time to mention that some thought should be given to the collection of monies being solely done through the Treasurer's Office.
- A solicitor's permit was submitted to the Board for the National Fire Safety Council to solicit businesses for funds for children's fire safety programs. After being assured that the organization had been checked out, Mr. Henry made a motion that we approve the permit from August 9th through September 5th; Mrs. Rozanski seconded; all aye.
- Mrs. Rozanski brought up the audit proposal for a R.F.F. for audit services that was recently discussed at the audit meeting. The audit would be for Fiscal years 1992, 1993 and 1994, and bidders will be asked to separate the technical proposal from the monetary bid. There will also be a bidder's conference, either the 8th or 9th of September, with bids being opened on the 19th. Mr. Henry made a motion to accept the Audit Committee's recommendation of a bidder's conference; Mrs. Rozanski seconded; all aye. Mrs. Rozanski asked that a memo be


written to Kelly Adler confirming the action the Board took.

- Mr. Dziczek brought up the inspection report of the schools submitted by Bob Speroni, as the coordinated effort of all the inspectors. He thought it was a great job and commended them for their efforts, and hoped the school personnel will research why these incidents occurred so it does not happen in the future again. Mr. Henry said he wanted to do all municipal buildings as well, so everything is available for public records. The Board said they would be going to the School Committee meeting on August 11th. Mr. Henry also indicated he wanted to meet with the Superintendent to discuss Park, DPS, playing fields, and the funds to pay for what needs to be done, and reach an amicable agreement among all.
- The Board noted the personnel evaluation form Mr. Henry was able to have available to them as a draft. He did not really know who should be included in this, but wanted employees to get involved in it. Mrs. Allen reiterated only non-union, non-contractual employees are part of the personnel policies.
- Mrs. Allen informed the Board of two meetings at Millbury on August 10th with regard to a Chicago decision about ash that was created. Mr. Dziczek asked that the Board of Health get a copy of the memo.
- The Board discussed a memo received from Mr. Currivan's attorney requesting an amendment to Mr. Currivan's Class II license as per the Fire Chief's letter indicating that a grass strip area on the east side of the parking lot could be used as a fire lane. The Board stated their decision with the five conditions still holds.
- A solicitor's permit was again submitted to the Board from those that want to solicit Florentine Restaurant coupons in town. The Board had granted them a week to solicit previously, but were not able to do so, and were now requesting permission to do it this week. Mrs. Rozanski made a motion to grant their request to solicit in Medway from August 9th through the 12th from 10 a.m. to 2 p.m.; Mr. Henry seconded; all aye.
- The Board also had received a solicitor's permit from CableVision requesting permission to solicit in town for new cable subscribers through the month of August. Mrs. Rozanski made a motion to grant permission to CableVision to solicit in Medway from August 9th through September 5th; Mr. Henry seconded; all aye.

- Mrs. Rozanski brought up the recent tragedy of a young man getting killed while roller blading up Holliston Street. She was concerned that more lights or signs should be placed on the road. Mrs. Rozanski also felt a procedure should be in place after an accident.
- Mr. Dziczek was concerned about all the empty flower containers around town, and since the town cannot budget funds for flowers anymore, he thought an individual or a business might like to adopt a container/plant.
- Mrs. Rozanski wanted to discuss the sign by-laws with the Zoning Enforcement Officer and asked that Bob Speroni meet with the Board.
- In reference to a complaint about two political signs that were placed on Main Street that were put up too early and too big, Mr. Henry said they were pulled down.

12:00- Mr. Henry made a motion that the meeting be adjourned;  
Mrs. Rozanski seconded; all aye.

Respectfully submitted,



Mary Jean Fredette  
Secretary  
mj

*Handwritten in red ink:*  
Approved  
8/22/94

Minutes of the Special Selectmen's Meeting August 1, 1994

Meeting called to order at 6:30pm. in Selectmen's Meeting Room, Town Hall

Present; Chairman Joe Dzizek, Raphaela Rozanski, and Lee Henry

The Selectmen reviewed the list of appointments, vacancies, expirations, etc.  
A number of candidates were present and were invited to make statements regarding their interests, qualifications, and desire to serve.

Several appointments were made and some of the new appointees went immediately to the Town Clerk's office to be sworn in.

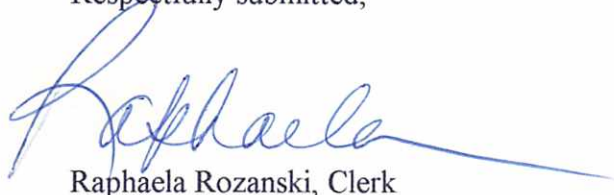
There continues to be some appointments which require further information. The list of remaining appointments and potential candidates was forwarded to MJ for to update and /or arrange interviews.

Other issues discussed included; evaluation of employees subject to the Town's Personnel Bylaw, methods to foster collaboration between Boards and responsible direction to other Boards by the Board of Selectmen.

Since residents have been contacting Selectmen and Town Hall with questions about happenings at Breezy Meadows, the Board has some concerns about correct procedures regarding information received. As yet no permits, except for a demolition permit and a gardening shed, have been issued.

Meeting adjourned at 9:30pm.

Respectfully submitted,

  
Raphaela Rozanski, Clerk

*agreed 8/22/94*



## BOARD OF SELECTMEN

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

### AGENDA

July 25, 1994

- 7:00 p.m. Open meeting, sign warrants,  
approve minutes of 7-11-94  
meeting.
- 7:05 Rep. ~~Barbara Gardner~~ - Updates for Board
- 7:15 Town Hall Building Committee Chairman -  
Approve and sign Grant Application  
for Handicapping Town Hall.
- 7:30 Joint Meeting with the Planning Board -  
Appointment to fill the vacancy of  
~~Robert Koch~~ Bruce Hamblin.
- 7:45 Jon Currivan, Auto Exchange -  
Continuation of Public  
Hearing on an amendment to his Class  
II License from 12 to 24 vehicles.
- 8:00 Resident Kevin Morse and Chief Lambirth  
Re: Ideas for the need of meeting  
place, in the Town of Medway, for  
young men evenings.

New Business and Old Business

*Cancelled*

Present: Joseph Dziczek, Raphaela Rozanski, Lee Henry,  
Administrative Assistant Ruth Allen.

7:00 p.m.-Mr. Dziczek called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. It was announced that Rep. Gardner would be unable to attend tonight's meeting after all. The warrants were signed.

- Mr. Dziczek stated that the Board had met on July 16th and made the appointments which the Board would be signing later on this evening.
- Mr. Dziczek also stated that the Board had met with the Town Hall employees on July 15th to identify areas of concern to improve upon and make working conditions better. He felt it had been quite a successful staff meeting, as it was hoped the Town Hall could be more effective. The next meeting would be held on August 12th.
- Mrs. Rozanski said she would be calling a meeting of the Disability Commission to get new members organized into the group, as well as getting the Town Hall grant information back to them.
- Mrs. Rozanski made a motion to approve the minutes of July 11th and July 16th; Mr. Henry seconded; all aye.

7:10 - Members of the Town Hall Building Committee came before the Board to have the Chairman sign the grant application for renovations to the Town Hall. It was stated that the grant writer, Gino Carlucci, would be hand-delivering it personally as the deadline for submittal was August 1st. He explained how the point system for awarding the grant works, as well as what he was submitting in the package. He hoped that they would hear the results in October or November. Mr. Carlucci also stated that the Town Clerk was requested to document the number of cases of handicapped persons she assisted. Mr. Wilson stated that, in the immediate future, would be plans for working on the windows, brickwork, and going out to bid for the elevator in late November or December. Mr. Henry suggested they speak to the Highway Superintendent for working out a schedule of when the Highway Department could assist at the Town Hall. Mr. Wilson said all necessary permits would be pulled.

On another matter, Mr. Wilson asked for assistance from various individuals in town to go over the town's mapping for the Executive Office of Environmental Affairs. He indicated David Travalini and David Hoag

were willing to help as they have to go through ConCom records, Assessors records, what are 61A and 61B properties, etc.

- 7:30 - Mr. Dziczek called the joint meeting of the Planning Board and the Selectmen to order. Mrs. Rozanski nominated Mr. DelVecchio as chairman; Mr. Henry seconded; all aye. Mr. Brodeur made a motion to close nominations; Mr. Henry seconded; all aye.

As there were two candidates, Mr. DelVecchio asked Michael Blanchette to tell the Boards about himself. He stated he had dealt with Planning Boards and felt he could contribute to the Town. He was also interested in updating the Zoning By-laws. Mr. Blanchette felt there should be some interest in areas other than sub-divisions; work on traffic flow; look out for unsuitable properties for construction; carefully monitor the rate of development to ensure we don't run out of buildable space; to look carefully at the technical aspects of proposals; felt they should speak to businesses in Town; had mixed feelings on cluster zoning; could attend meetings and would run for election.

- 7:45 - At this time, as there was a public hearing scheduled, Mrs. Rozanski made a motion that the public hearing for Mr. Currivan be postponed for 15 minutes; Mr. Henry seconded; all aye. Mr. Currivan was agreeable to this.

- Susan Phinney introduced herself as the other candidate. She felt the Town was being strained and needed some balance; felt that sub-divisions were not the only way to develop a Town; had been on the ConCom and was knowledgeable about the wetlands; felt that the Planning Board needed to talk to the ConCom, the Police Dept., and the ZBA to figure out the best traffic situations; was available for meetings and would run for election.

As the Boards were ready to vote, Mrs. Rozanski placed both names into nomination. Upon a vote being taken, Mr. Blanchette received none; Mrs. Phinney received six affirmative votes with Mr. Brodeur abstaining; Mrs. Phinney was then unanimously appointed to the Planning Board until the May 1995 election. The four members of the Planning Board and the three members of the Board of Selectmen signed her appointment slip. Mrs. Rozanski informed Mr. Blanchette he could run for election in May. Mr. Henry asked that Mr. Blanchette consider other positions open in the Town, and to please stay involved in town government as he felt both individuals were strong candidates. Mrs. Rozanski made a motion that the joint meeting be adjourned; Mr. Henry seconded; all aye.

8:00 - John Currivan of Auto Exchange, 57 Main Street, came before the Board with Attorney John Fernandes with regard to a public hearing being held on his Class II license to increase the number of used car vehicles from 12 to 24. Mrs. Rozanski read the ad that appeared in the Milford Daily News.

Mr. Currivan produced letters from three abutters (Tenney at 58 Main, Volkers at 52 Main and Bougeois at 60 Main) who had no objection; the Board had not heard any objection as well. Mr. Currivan stated he had a Class II unrestricted license since 1961. Mr. Dziczek said he wanted clearance on the side, whatever the Fire Chief said was safe access to the rear. Mr. Henry reminded Mr. Currivan that the initial problem was a violation in the number of cars; he wanted a condition to be that if there ever was a violation again, the license would be pulled. When distance from the building was a concern, Atty. Fernandes suggested three feet plus one car length would be adequate.

Mrs. Rozanski suggested the following conditions placed on the license: 1) a firelane on either side with no vehicles on the right side of the building; 2) one row of cars parallel to the back of the building; 3) a maximum of 24 vehicles including employees' vehicles if they are for sale; 4) a row of parking along the front of the lot one car length plus three feet from the front of the building. Mr. Henry added another condition: 5) violation of the conditions will result in potential loss of license. Mr. Henry made a motion that the license be granted per the above five conditions; Mrs. Rozanski seconded; Mr. Currivan had no objection to the foregoing; all aye.

8:30 - Kevin Morse asked to speak to the Board, and Chief David Lambirth was present as well. Mr. Morse was concerned that approximately 15 young adults and their vehicles in Medway, say ages 17-25, did not have a place to meet, such as at a parking lot that they would not be told to leave from. They had no problem with being observed and in the public eye. The Chief cited examples of problems in the past, and suggested meeting with the Park Department for permission to use any of the parks. Mr. Morse said the group would be more than willing to work out rules for music level, number of cars, people, time limit, whatever would be amicable. The Chief felt that abutters to wherever they wanted to go would find problems. Mr. Dziczek stated how other towns have opened up the school gym as an area for teens to get together. Mrs. Rozanski felt the issues narrowed down to: noise, trash (and cigarette butts), potential



vandalism, and general anxiety. Mr. Dziczek also felt that if the Park Department can provide day programs, possibly they could help out with night programs. He recommended the group being responsible and getting organized as an outside social group. Mr. Henry suggested contacting private and church groups to ask for their assistance. Mr. Morse indicated it was mostly for the summer that they needed a location for. Chief Lambirth said, if a resolution could be found, they would be happy to work with the group.

9:20 - Mrs. Allen brought up Ed Reardon's request to work with Town Counsel in researching the abutters to the railroad bed, seeing who owned the land so that maybe that area could be used to possibly access the new school. Mrs. Rozanski was concerned with Town Counsel being placed in conflict of interest. Mr. Henry made a motion to request Mrs. Allen contact Ed Reardon and ask him to put in writing exactly what "permission from the Board" means and what does "wanting to work with Town Counsel" mean; Mrs. Rozanski seconded; all aye.

- Mrs. Rozanski stated Mr. Brothers felt the report from Mary and Zara would be forthcoming in about two weeks. Mrs. Rozanski felt we should get bids and the bid proposal underway, and Mr. Brothers agreed. Mrs. Rozanski asked Mrs. Allen to notify the Audit Committee that we will be ready to advertise for the audit, and to please review the audit proposal they were given, by the August 8th Selectmen's meeting. Mr. Dziczek thought when the bid was awarded to an auditing firm, that the firm would be able to determine when they could begin the audit. Mrs. Allen also noted Mr. Brothers' schedule of system shut down for the Town Hall.

- A request had been received from Mr. and Mrs. Mee for their annual block party on Riverview Road on August 6th. Mrs. Rozanski made a motion that permission be granted; Mr. Henry seconded; all aye.

- Various pieces of correspondence for FYI were noted.

- Mrs. Rozanski made a motion to accept the agreement for Animal Control Officer if no one from either town has a problem with it; Mr. Henry seconded; all aye.

- The Blue Cross/Blue Shield agreement was signed for claims.

- The Board acknowledging Treasurer Marge Sanford's memo recommending rolling over for borrowing for Alder Street. Mr. Henry made a motion to accept the

recommendation of the Treasurer; Mrs. Rozanski seconded; all aye.

- The Board acknowledged a letter from Paul Rice of 22 Highland Street complaining about water problems in the road in front of his house. The Board felt they should discuss this, along with other highway matters with the Highway Superintendent at the next Selectmen's meeting.
- The Board acknowledged Attorney Faust's letter with regard to N. Cibotti extra work invoices. Mr. Dziczek asked that Town Counsel be consulted on this matter, and to take his letter under advisement.
- The Secretary brought up the subject "to waive fees or not" for building, wiring, plumbing, and gas permits for municipal projects, and asked that this be reviewed by the Board.
- Mrs. Rozanski informed the Board that an amended letter from the Board of Health would be forthcoming concerning member Kathy Rehl. Janet Riera's resignation from the Recycling Committee was also acknowledged at this time.
- Mrs. Rozanski, as clerk, read the letter from Millis Police Chief Albert Baima thanking Medway Officers Simard and Boultenhouse for the mutual aid assistance. The Board asked that a letter be sent congratulating them as well.
- With regard to appointments, Mrs. Allen was asked to contact Mr. or Mrs. Kobierecki to see if one of them would be willing to serve on the Disability Commission. Mrs. Allen was also asked to contact Steve Reding and advise him of the procedure for being appointed a constable. Mr. Henry made a motion to appoint Philip Parchesky as Local Building Inspector, Mrs. Rozanski seconded; all aye.
- Mr. Dziczek suggested a numbering procedure on correspondence so documents could be more readily found.
- Mr. Henry informed the Board he was working on a simple employee evaluation form, which he hoped to have ready for their review soon. The next staff meeting is scheduled for August 12th at 11:00 a.m.
- Mrs. Rozanski stated, in checking with the Town Clerk, that the ~~municipal fees for a non-criminal disposition~~ <sup>permit from local level</sup> has not been accepted by the Town, and to check with Town Counsel as to how the wording should be for acceptance at the next special town meeting.

→ state law allowing local authorities to set fees for services

- Mr. Dziczek asked that Mrs. Allen contact Town Counsel for an update on Ryan Road.

10:55- Mrs. Rozanski made a motion that the meeting be adjourned; Mr. Henry seconded; all aye.

Respectfully submitted,



Mary Jean Fredette  
Secretary

mj

Approved  
amended  
8/8/94

Minutes of Selectmen's Meeting  
Sanford Hall

July 16, 1994

Meeting called to order at 9:30AM  
Present Joe Dziczek, Raphaela Rozanski, Lee Henry

Purpose of the meeting was to review upcoming appointments.

This year the Selectmen had agreed to a change of policy. No reappointments would be automatic. Further, the chairman requested that the Board not automatically replace an appointee who had not expressed his preference.

Reappointments were confirmed if a letter had been received indicating preference, or, if verbally, preference had been indicated and if the individual was not passed on by one or more of the Selectmen. Where unsure of preference, the potential appointee will be contacted.

Where vacancies exist and more than one potential candidate is available, interviews will be scheduled. Selectmen may at their discretion, if enough information is available (ie; on a resume, by recommendation, or personal contact) appoint without an interview by all three Selectmen.

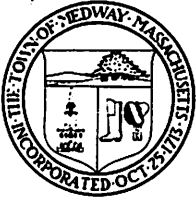
Accordingly, the list of appointments provided by M.J. was reviewed and notations were made for further action.

Meeting adjourned at 12:30PM

Respectfully submitted,

  
Raphaela Rozanski, Clerk

*approved 11/25/94*



## BOARD OF SELECTMEN

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

### AGENDA

July 11, 1994

- 6:30 p.m. Meeting with Park Commissioners  
in Room 5 at Town Hall to open bids  
for mower/tractor.
- 7:00 p.m. Open meeting, sign warrants,  
approve minutes of 6-27-94  
meetings.
- 7:01 Sign Purchase and Sales agreement with  
the Library Trustees for Cole Library  
and Torrent Fire Station
- 7:05 Public Hearing:  
New England Telephone and Boston  
Edison for Norfolk Avenue and  
Village/Franklin Streets.
- 7:10 Open Proposals for Council on Aging  
Transportation.
- 7:15 Senator Magnani - update
- 7:30 Treasurer and Accountant  
reconciliation of FY'94
- 7:45 Public Hearing: Class II License  
Auto Exchange, Jon Currivan
- 8:00 Brian Aulenbach, new school issues
- 8:15 Ryan Road area residents regarding  
abandoned building
- 8:30 Board of Health - re: memo dated 7/6/94  
  
New Business and Old Business

Present: Joseph Dziczek, Raphaela Rozanski, Lee Henry and Administrative Assistant, Ruth Allen.

6:30 p.m. The Board, Selectmen, Dziczek and Henry, met with the Board of Park Commissioners in Room 5 of Town Hall to open the bids for one (1) Tractor/Mower. One bid was received from Norfolk Power Equipment Co. in the amount of \$9,150.00. The Selectmen accepted the recommendation of the Park Commissioners to award the bid to Norfolk Power Equipment Company. The Selectmen adjourned to their weekly meeting in Room 2 of Town Hall at:

7:00 Opened meeting. Signed warrants.

7:10 Met with Chairman of the Library Trustees, Kathy Gaudreau, to sign the Purchase and Sale agreement for the Torrent Fire Station and Cole Library buildings. The purchasers should have signed Rider B before the Selectmen and Trustees signed. The Board voted to authorize the Chairman to sign the Purchase and Sales agreement contingent upon asking the Fire Chief if he is aware of Chloradane ever being used as a pesticide at the Torrent Fire Station and that the purchasers have signed Rider B. Motion made by Selectman Henry and seconded by Selectman Rozanski. All aye.

7:20 Ed Kelley, representing Boston Edison and Pat Lovett, representing New England Telephone came before the Board with several petitions. Mrs. Rozanski read the ad that appeared in the Milford Daily News.

The following petitions were unanimously approved with amendments as so noted:

For Nynex-Awl St.-on east side beginning approx. 217 ft. north of Village St. at existing Pole # 1/2, running north for 50 ft., thence turning westerly for 30 ft. to proposed Stagecoach Way. Place 80 ft. of conduit.

For Edison - Awl St. - northwesterly approx. 250 ft. north of Village St. a distance of about 50

ft. - conduit.

For Nynex - Franklin St. - west side, beginning at existing Pole #3, running north approx. 370+/-ft. to Village St. thence turning easterly and continuing for approx. 150+/- ft. Place 520+/-ft. of conduit.

For Nynex and Edison - Westerly side <sup>NORFOLK AVE.</sup> approx. 674 ft. north of Wellington St., place one (1) pole #25/12 (old pole to be removed). The Board of Selectmen voted unanimously to approve this petition with the following conditions, that the driveway will be repaired when the pole is removed and that Edison will place the street light from old pole #13 to the new pole #12. Ed Kelley stated that these two amendments would be no problem.

- 7:38 The Board met with Senator David Magnani who updated the Board on the State's budget approvals and the Education Reform Bill. Kathy Gliniski from his office was present with him this evening.
- 8:00 The Board opened proposals for Council on Aging transportation for medical appointments etc. One proposal was received from Transit Alternatives, 54 Douglas Rd., Whitinsville, MA. in the amount of \$13.00/hour with a minimum of 15 hours per week. The Board voted unanimously to award the contract to them as per the recommendation of the Chairman of the Council on Aging, Richard Gildea.
- 8:05 The Board met with Marjorie Sanford, Treasurer/Collector and Robert Brothers, Accountant to review their reconciliation of Cash Activities from July 1, 1993 thru September 30, 1993. (see attached)
- 8:15 The Board held a public hearing on a request from Jon Currivan, Auto Exchange, Main Street for an amendment to his Class II License. The Board was under the impression from their last meeting with Mr. Currivan that he would be requesting the display of 16 vehicles instead of the 12 vehicles. Mr. Currivan stated that he would like to display 28 vehicles. After much discussion, the Board voted unanimously to continue the hearing to the

next scheduled meeting and to advertise the number of vehicles that were being requested to be displayed and that Mr. Currivan should submit an application with this request.

8:30

The Board met with several residents of Center Street, Len Scholl was the spokesperson for the group. At the Selectmen's request, Attorney Maciolek was also in attendance at this meeting. Mr. Scholl referred to his letter to the Board dated June 3, 1994 in which he requested the Board help on several matters. Mr. Edward Reardon has been doing some title research with regard to land abutting the railroad bed in the vicinity of Holliston Street and Lovers Lane. He would like to work with Town Counsel in researching these properties. Selectman Dziczek stated that the Board would take that request under advisement. Mr. Scholl informed the Board that the Permanent School Building Committee still has not responded to his letter of May 24, 1994 for minutes of meetings etc. Mr. Gallo did send him a letter stating that these were public records and are available for his review. Selectman Rozanski reiterated that they would need 200 signatures for a petition for a Special Town Meeting or if a Special Town Meeting has been called then they would need 100 signatures to place an article on the warrant for a Special Town Meeting or 10 signatures for an Annual Town Meeting. Mr. Aulenbach stated that Mr. Boczanowski stated that the Architect had submitted the Center Street improvements with the plan.

9:10

The Board met with several residents of the Ryan Road area who were concerned about an abandoned building that Mr. Bernard Lewis had been ordered to remove and repair the wetlands. The residents would like to know how to enforce the court order on Mr. Lewis? The Board of Health and Attorney Maciolek were also in attendance at this portion of the meeting. Attorney Maciolek stated that maybe the Town could embarrass the Shawmut Bank, holder of the mortgage on this property, to take this building down or use the Conservation Commission funds for acquiring land, to do



the work and then place a lien on the property. Town Counsel will repond in writing to the Board regarding the type of bankruptcy that Mr. Lewis filed and what the Town can do to enforce the court order.

9:40      The Board was polled to enter into Executive Session: Dziczek - yes; Rozanski - yes; Henry - yes, for reason number 2 and to reconvene to open session following the Executive Session.

11:00      The Board returned to Open Session and approved the minutes of the June 27, 1994 meeting.

- The Board voted unanimously to approve a Solicitors permit for a group to sell books and magazines throughout the town from July 11, 1994 to August 11, 1994 with the hours of solicitation being 10:00 a.m. to 2:00 p.m.
- The Board voted unanimously to award the Highway Materials bid as recommended by the Highway Superintendent as per the attached listing.
- The Board voted unanimously to appoint Scott Parrella to the Medway Pride Day Committee.

Meeting adjourned at 11:45 p.m.

Respectfully submitted,

Ruth Allen, Adm. Asst.

*approved  
7/25/94*

**Medway Town Accountant**  
155 Village Street Medway, MA 02053  
(508) 533-3202

To: Medway Board of Selectmen

From: Town Accountant (PA)  
Bob Brothers

Date: July 11, 1994

Subject: Reconciliation of Cash Activities  
July 1, 1993 thru Sept. 30, 1993

On Friday, July 8, 1994, a meeting was held between myself, Treasurer Marge Sanford, and Selectman Lee Henry to review and reconcile Cash activities during the period between July 1, 1993, and Sept. 30, 1993.

The attached Accountant's report of Cash position shows that we have reconciled all differences, and only a small amount of additional review and reporting remains to be completed in order to bring our respective records to agreement for the period.

In addition, we have agreed to improvements in the Cash flow operations, by which we will be able to more easily reconcile our records in the future.

I expect we will collectively work on the FY 1994 2nd quarter in the near future, and will report results to you when completed.

Attached you will find the Accountant's Report of Cash Position showing the variance between the Accountant and the Treasurer is consistent for the period, a copy of the Treasurer's Cash Activity, and a copy of the Bank balances at the end of the period.

TE: JULY 11, 1994

TOWN OF MEDWAY  
ACCOUNTANT'S REPORT OF CASH POSITION

JULY 1, 1993 THRU SEPTEMBER 30, 1993

	GENERAL FUND =====	TRUST FUNDS =====	ACCOUNTANT'S TOTAL CASH =====	TREASURER'S TOTAL CASH =====	ACCOUNTANT OVER (UNDER) =====
CASH BALANCE 7/01/93	2,023,313.95	400,840.00	2,424,153.95		
ADD-SCHOLARSHIP ACCOUNTS		489,650.88	489,650.88		
WARRANTS PAYABLE ADJ	942,111.56		942,111.56		
			=====	=====	=====
7/01/93 ADJUSTED CASH	2,965,425.51	890,490.88	3,855,916.39	2,894,130.85	961,785.54
RECEIPTS:					
RE & PP TAX	2,457,055.37		2,457,055.37		
MX TAXES	85,698.17		85,698.17		
TRASH COLLECTIONS	169,401.07		169,401.07		
AMBULANCE RECEIPTS	25,624.44		25,624.44		
CHERRY SHEET REVENUE	647,457.00		647,457.00		
INVESTMENT INTEREST	0.00	6,741.00	6,741.00		
WITHHOLDINGS	518,525.10		518,525.10		
ALL OTHER INCOME	800,780.06		800,780.06		
	=====	=====	=====		
TOTAL REVENUE	4,704,541.21	6,741.00	4,711,282.21		
ADJUSTMENTS:					
ADD'L JULY REVENUE	2,334.26		2,334.26		
ADD'L AUGUST REVENUE	3,358.40		3,358.40		
ADD'L SEPT REVENUE	1,557.37		8,298.37		
REC. IN OCTOBER	18,402.57		18,402.57		
WATER MAIN NOTE	110,000.00		110,000.00		
ADD'L TRUST REVENUE		2,548.90	2,548.90		
	=====	=====	=====	=====	=====
ADJ TOTAL RECEIPTS	4,840,193.81	9,289.90	4,856,224.71	4,856,224.71	0.00
EXPENDITURES:					
WARRANTS PAYABLE	43,466.80		43,466.80		
WITHHOLDINGS	437,245.35		437,245.35		
DEBT & INTEREST PAID	65,860.77		65,860.77		
ALL OTHER PAYMENTS	2,866,272.67		2,866,272.67	4,844,575.23	
ADJUSTMENTS:					
VOID CHECKS				(291.14)	
VOID CHECKS				(19.44)	
BOND PAYMENT	485,807.50		485,807.50		
SCHOLARSHIP PAYMENTS		3,500.00	3,500.00		
ADD'L WARRANTS PAYABLE	942,111.56		942,111.56		
	=====	=====	=====	=====	=====
ADJ TOTAL EXPENDITURES	4,840,764.65	3,500.00	4,844,264.65	4,844,264.65	0.00
CASH BALANCE 9/30/93	2,964,854.67	896,280.78	3,867,876.45	2,906,090.91	961,785.54

NOTE: EXPENDITURES INCLUDE ALL WARRANTS THRU # 13 EXCEPT # G13W

Rec'd 7/11/94

TO: MEDWAY

CASH RECONCILIATION, QUARTER ENDED 9/30/93

QUART. CSH

		OPERATING	TRUST	TOTAL
BALANCE AT JUNE 30, 1993		1,925,910.24	968,220.61	2,894,130.85
ADD RECEIPTS:				
JULY		1,705,415.29	6,350.19	1,711,765.48
AUGUST		1,439,973.52	1,511.33	1,441,484.85
WATER MAIN NOTE		110,000.00		110,000.00
SEPTEMBER		1,573,143.43	1,428.38	1,574,571.81
REC IN OCTOBER		18,402.57		18,402.57
TOTAL RECEIPTS		4,846,934.81	9,289.90	4,856,224.71
LESS WARRANTS:				
7/02	G52&G52S	(167,975.38)		(167,975.38)
7/1	P52	(103,004.67)		(103,004.67)
7/1	P53	(78,024.91)		(78,024.91)
7/8	P01	(40,642.37)		(40,642.37)
7/8	G530	(2,800.50)		(2,800.50)
7/14	G51W,G52W	(241,616.34)		(241,616.34)
7/15	P02	(55,109.96)		(55,109.96)
7/15	G53,G53S	(129,278.19)		(129,278.19)
7/15	G01W	(26,385.82)		(26,385.82)
7/21	G54	(219,411.57)		(219,411.57)
7/21	G02W	(11,560.91)		(11,560.91)
7/16	G02	(251,862.10)		(251,862.10)
7/26	P03	(103,104.97)		(103,104.97)
7/27	P04	(51,684.96)		(51,684.96)
7/30	G03W,G04,G04S	(384,851.32)	(1,000.00)	(385,851.32)
8/1	DEBT	(485,807.50)		(485,807.50)
8/5	P05	(91,321.83)	(1,750.00)	(93,071.83)
8/5	G04W,G05	(95,540.98)		(95,540.98)
8/12	P06	(53,600.91)		(53,600.91)
8/13	G05W,G06	(105,667.77)		(105,667.77)
8/19	P07	(87,730.68)		(87,730.68)
8/19	G06W,G07	(121,530.66)		(121,530.66)
8/25	G07W,G08	(63,086.19)		(63,086.19)
8/26	P08	(51,776.69)		(51,776.69)
9/2	P09	(280,890.30)	(750.00)	(281,640.30)
9/3	G08W,G09S,G09	(277,962.83)		(277,962.83)
9/9	P10	(53,173.59)		(53,173.59)
9/10	G09W,G10	(104,071.28)		(104,071.28)
9/16	P11	(284,794.76)		(284,794.76)
9/16	G10W,G11	(71,967.95)		(71,967.95)
9/22	G11W,G12	(183,440.56)		(183,440.56)
9/23	P12	(57,498.31)		(57,498.31)
9/24	G12S,G13S	(93,291.01)		(93,291.01)
9/29	G12W,G13	(112,591.83)		(112,591.83)
9/30	P13	(298,015.63)		(298,015.63)
TOTAL DISBURSEMENTS		(4,841,075.23)	(3,500.00)	(4,844,575.23)
		1,931,769.82	974,010.51	2,905,780.33

Rec'd 7/11/94

CASH RECONCILIATION FOR THE MONTH OF SEPTEMBER, 1993

BANK	ACCOUNT NAME	ACCOUNT NUMBER	BALANCE PER BANK	ADD DP/TRANS	LESS O/S CHECKS	BALANCE PER BOOKS
QUINCY	CD		0.00			0.00
BAYBANK	MM	3181 772 2	110,094.98			110,094.98
BAY BANK	SCH LNCH	190-04813	61,032.37			61,032.37
BANK OF BOSTON	MM	630-11863	493,200.11			493,200.11
BANK OF BOSTON	PAYROLL	531-60810	241,047.42		(241,124.38)	(76.96)
BOSTON SAFE DEP	MM	07-152-8	131,522.58			131,522.58
BOSTON SAFE DEP	VEND/INAC	06-115-8	21,761.90			21,761.90
BOSTON SAFE DEP	VEND/OLD	06-164-6	240,153.38			240,153.38
BOSTON SAFE DEP	VEND/NEW	06-196-4	162,488.25		(151,909.50)	10,578.75
FLEET	MM	79875-4875	58,557.94			58,557.94
QUINCY SAVINGS	MM	475-02218	275,761.01			275,761.01
SHAWMUT BANK	MM	20-12-165-3	49,058.63			49,058.63
MEDWAY CO-OP	DEPUTY	40001774	1,029.66			1,029.66
MEDWAY CO-OP	TEMP	144-8	76,982.45			76,982.45
MEDWAY CO-OP	DEPOSIT	061000013	218,924.98	13,140.23		232,065.21
MEDWAY CO-OP	MM	84008762	88,251.73			88,251.73
MEDWAY CO-OP	HQWY 811-87	84005503	8,696.96			8,696.96
MEDWAY CO-OP	ACCESS RD	84004746	5,896.55			5,896.55
MEDWAY CO-OP	VLG ST TRESTLE	84004753	7,079.25			7,079.25
MEDWAY CO-OP	GEN PERFORM	4145-0	34,045.26			34,045.26
MEDWAY CO-OP	TRIAD BLDG	84008739	850.58			850.58
MEDWAY CO-OP	BOULDER ESC	84009406	801.44			801.44
MEDWAY CO-OP	DARE	84008770	7,054.74			7,054.74
MEDWAY CO-OP	MTRWEST DRG	EN6561	7,176.56			7,176.56
SUB TOTAL	GENERAL CASH		2,301,468.73	13,140.23	(393,033.88)	1,921,575.08
	MEADOWLANDS BOND		10,000.00			10,000.00
TRUST FUNDS:						
MEDWAY CO-OP	STABILIZATION	84001809	285,093.81			285,093.81
MEDWAY CO-OP	MUN PROP INS	84004738	27,301.16			27,301.16
MEDWAY CO-OP	EDWIN MCDONALD	4141	4,789.57			4,789.57
BOSTON SAFE DEP	ST. JOSEPH	07-171-4	7,783.36			7,783.36
BOSTON SAFE DEP	CONSERVATION	07-172-2	157,034.42			157,034.42
SUB TOTAL	TRUST FUNDS		482,002.32	0.00	0.00	482,002.32
PIERCE SCHOLARSHIP			380,053.58			380,053.58
SCHOLARSHIP ACCTS	VARIOUS		111,955.27			111,955.27
GRAND TOTAL			3,285,479.90	13,140.23	(393,033.88)	2,905,586.25

Present: Joseph Dziczek, Raphaela Rozanski, Lee Henry,  
Administrative Assistant Ruth Allen.

6:30 p.m.-Mr. Dziczek called the meeting to order in Room 111 of the High School.

- Mr. Henry made a motion to approve the minutes of June 20th; Mrs. Rozanski seconded; all aye.
  - Mr. Dziczek inquired about the arrows to be done at Holliston and Main, and Mrs. Allen indicated Mr. Higgins was working on it. He also asked about traffic lines, and she said we are waiting for the use of FY'95 funds. Mr. Dziczek noted that a new highway employee was coming on board and that he goes through the Personnel Director, not the appointment process.
  - It was noted that the Selectmen would be meeting with the Park Department on July 11th at 6:30 p.m. to open the bids for the new mower.
  - The payroll warrant was signed by the Board.
  - Mr. Henry made a motion to have a special Board of Selectmen's meeting for the purpose of considering appointments. After some discussion, Mrs. Rozanski seconded with a date of July 16th at 9:00 a.m.; all aye. The meeting will be posted and advertised on cable and the newspapers so that those under consideration will let a Board member know of their interest to continue serving or not. It was also asked to put notices in each department's mailbox.
  - The Board briefly discussed a plan submitted by Paul Rivard for signing by the Board. Mr. Henry was against signing this as he felt it was assuming responsibility that the Board knew nothing about. The rest of the Board agreed.
  - Mr. Henry noted he spoke to the School Committee at their meeting last week concerning being their liaison.
  - Mrs. Rozanski informed the Board that an area in the Fire Station 2 should be available for use by the Animal Control Officer, and Chief Vinton had agreed to its use.
- 7:00 - The meeting was adjourned to the Middle/High School auditorium for the Special Town Meeting.

Respectfully submitted,

*M. Jean Fredette*  
Mary Jean Fredette, Secretary

*Approved*  
*6/11/94*  
mj



## BOARD OF SELECTMEN

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

### AGENDA

June <sup>30</sup>~~16~~, 1994

- 7:00 p.m. Open meeting, sign warrants,  
approve minutes of 6-6-94 and 6-13-94  
meetings.
- 7:01 Board of Health  
re: Animal Control Officer
- 7:05 Open Highway Bids  
Heating Fuel  
Catch basin cleaning  
Traffic line markings
- 7:45 Joint Meeting with Planning Board  
to fill existing vacancy of Al Koch  
and discuss Maple Street sidewalk.
- 8:00 Richard Kahn, re. the court order of the  
framed house behind Lewis Drive
- Old Business
- New Business

Present: Joseph Dziczek, Raphaela Rozanski, Lee Henry,  
Administrative Assistant Ruth Allen.

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

7:01 - Members of the Board of Health were present for a joint  
meeting with Mr. Collum chairing the meeting who called  
it to order. He stated that they interviewed seven  
candidates (4 women and 3 men) for the position of  
Animal Control Officer last Thursday with Mrs. Rehl not  
in attendance and Mrs. Cassidy abstaining from  
attending; Mrs. Rozanski was present standing in for the  
Board of Health. Mr. Collum said they had selected a  
candidate; that being Jacqueline Malo. Mrs. Rozanski  
stated that this was the first inter-municipal  
appointment between the towns of Mills and Medway,  
that this should increase service to both towns, and  
that it was a full-time position not costing either town  
additional money. Mrs. Rozanski made a motion that the  
Board of Selectmen approve the appointment of Jacqueline  
Malo to the position of Medway/Millis Animal Control  
Officer, effective July 1, 1974 to June 30, 1975 subject  
to the Medway Personnel by-law and contingent on the  
Millis Board of Selectmen also approving the appointment  
and on a satisfactory approval of a memorandum of  
agreement by the Medway and Millis Boards of Selectmen  
to share an Animal Control Officer; Mr. Henry seconded;  
all aye.

- On another matter, Mrs. Rehl informed the Board that  
there had been a recycling presentation that day in town  
hall which a few residents attended. She also noted  
that this will have no effect on present billing. Bins  
will be delivered to residents the first week in July,  
with recycling pickup beginning the following week.

7:10 - Mrs. Rozanski read the ads that appeared in the Milford  
Daily News for highway materials, heating fuel, catch  
basin cleaning and traffic line markings. Bids were  
then opened (copy of breakdown attached). Mr. Henry  
made a motion that the bids be turned over to the  
Highway Superintendent for his review and  
recommendations; Mrs. Rozanski seconded; all aye.

7:40 - Mr. Henry made a motion to approve the minutes of June  
6th as written; Mrs. Rozanski seconded; all aye. A  
question of the schools needing a common victualler  
license had been brought up at this meeting, and Mrs.  
Allen was able to confirm that they do. Mr. Henry said  
he was on the agenda for the school committee meeting of  
June 23rd, and would mention it to them at that time.



Mrs. Rozanski made a motion to approve the minutes of June 23rd; Mr. Henry seconded; all aye.

- Mrs. Rozanski informed the Board that a report that was asked of the Town Accountant was in when it was asked to be, but had not been copied and given to the Board of Selectmen in time for their meeting. Mr. Henry informed the Board that the Treasurer had been given the report on that Monday and was aware of it. Mrs. Rozanski said the CPA's have not sent in a written report yet.
- The Secretary told the Board that Mr. Finn of the Dept. of Education had called that day and said the school department would not have their funds jeopardized for lack of an audit because of the letter Mr. Henry sent explaining what has been transpiring. Mr. Dziczek asked that the School Department and Audit Committee be notified of this.

7:50 - The joint meeting of the Planning Board and the Board of Selectmen was called to order to fill the vacancy created by the resignation of Al Koch. Mrs. Rozanski nominated Mr. Brodeur as chairman and seconded by Mr. Henry; all aye. Mr. Brodeur said he was aware of two candidates for the position: John Rivard and Christopher Tzianabos. Mrs. Rozanski placed the name of Christopher Tzianabos into nomination; Mr. Henry seconded; all aye. Mrs. Rozanski placed the name of John Rivard into nomination; Mr. Henry seconded; all aye. Mr. Tzianabos was present and commented about his interest in planning and his being on the Zoning By-law Revision Committee at this time. Mr. Yorkis stated that Mr. Tzianabos' background had been helpful to the Zoning By-law Revision Committee, and it would be good to have two Planning Board members on the Revision Committee.

Mr. Henry felt more communication was needed between the two Boards and residents, that there is much development being planned in the future that needs to be addressed, and that housing is not the only issue, but quality of life. It was noted that Lee Henry is the Selectmen's liaison to the Planning Board, and indicated he would start to attend some of their meetings.

Mrs. Rozanski made a motion to vote on the appointment. Mr. Brodeur asked for a vote to be taken and it was unanimous 6-0 that Christopher Tzianabos be appointed to the Planning Board until the May 1995 election. Mr. Brodeur asked that John Rivard be kept in mind for any future vacancies. Mrs. Rozanski made a motion that the joint meeting be adjourned; Mr. Henry seconded; all aye.

- The two Boards discussed the Maple Street sidewalk. Mr. Brodeur said Highway is to excavate, and then the developer is to finish grade and pave almost anytime after that, hopefully in the Fall, after looking at the County's layout. Mr. Higgins said the County did a plan a year ago, the sewer manhole needs to be lowered, and drainage has to go in there too. Mr. Brodeur indicated the sewer on Maple Street is not part of the plan.
- Mr. Dziczek brought up a plan that the developer of Laurelwood Lane wanted signed by the Selectmen and then the Planning Board since the street had been accepted. Mr. Dziczek was concerned this was a new procedure, and felt it was not the Selectmen's decision to sign a plan of acceptance. Mr. Brodeur said it was just an efficient way of handling the acceptance by the developer's attorney.
- Mr. Brodeur said that the preliminary plan for Breezy Meadows had come in for 75 lots, but because of the wetlands, may have to be reduced to 65 with some open space necessitating a zoning change for the area. Mr. Henry said he had no problem as long as everyone goes through the permitting process. Mr. DelVecchio felt that the Planning Board was a good new board and would help to look to Medway's future for the next 15 years. Mr. Henry felt that the voters still make the final decision. Both Mr. Henry and Mrs. Rozanski said that many boards were involved in the permitting process, including Conservation, Water/Sewer, Zoning Board - not just Board of Health and the Planning Board - and the Town is still responsible for the quality of life for whoever is there. Mr. Dziczek also wanted to make sure there was no preferential treatment given.
- With reference to the Zoning By-law Revision Committee, Mr. Yorkis indicated that, in the future, the Committee will want to meet with other boards and the Medway Business Council, as well as the Selectmen's liaison. The Board will decide later who that liaison will be. Mr. Yorkis said after those meetings, the Committee will make recommendations to the Planning Board, and then a public hearing will be held.
- 8:30 - Mr. Dziczek gave a brief synopsis to the cable audience on what had transpired since the meeting began because the cable was not working prior to this.
- 8:35 - Richard Kahn came before the Board to discuss the court order of the framed house behind Lewis Drive. Other residents of the area in attendance were Kathy Cahill and Donald Smith. Also in attendance were Attorney

Michael Cook, as well as developer Mr. True. Mr. Kahn said the area residents were trying to get rid of the structure on the property as it has been dormant for seven years and there had been no enforcement of the court order. He said it was rotting away, posed a danger to children, as well as being an eyesore. They wanted to get the process moving on this.

Mrs. Rozanski stated that everything was to be placed in trust back in 1992 except this lot, and orders from the Army Corp of Engineers are that the lot has to be restored to wetlands since it is not a profitable building lot. Mr. Kahn said that the court order shows violations were issued in 1987, and Mr. Lewis should still be responsible even if he filed bankruptcy. He requested that Town Counsel be asked to get into this and force that court order.

Mr. Dziczek said they did not invite Town Counsel because they wanted to see what Mr. Kahn had to say; but the question was now how to have it removed. He stated that they could put it on a special town meeting warrant and let the people decide if they want to pay for it, once it is known how much it would cost to restore it or raze it, or they can dialog further and bring in Town Counsel to see if it can be removed.

Mr. Cook suggested reviewing with Town Counsel insofar as bankruptcy court is concerned, and he would be interested in coming to the next Selectmen's meeting and learning where the situation stands. Mrs. Rozanski stated that since the judgment was recorded in 1992 against the land, Mr. Lewis cannot obtain any permits in the Town of Medway. Mr. Dziczek said that since Mr. Lewis owes money on several properties, liens will be placed against them. Mr. Smith elaborated on the length of time he has fought against Mr. Lewis and the property and finally lost faith in its resolution; Mr. Kahn seems to have picked up where he left off. Mr. Smith remembered when they went to court thinking they had won and Counsel said it wouldn't just sit there, but after 8 years, nothing has changed and it is still there. Mr. Dziczek said he would get a legal opinion from Town Counsel, but the Town was not legally responsible as it is private property. Mrs. Rozanski asked if it could be found out if we can go on private property. Mrs. Cahill requested Town Counsel be asked if the property could be condemned for just cause. Mr. Henry felt the goal should be to correct the problem and see who will take responsibility to put it back the way it was.

Mr. Dziczek said he would ask Town Counsel about condemning the property, what was our legal responsibility, and criminal/civil complaints.

9:30 - The Board signed the warrants.

- Lou Caccavaro was present to discuss the articles on the Special Town Meeting warrant for various departments with emergency transfers and money that would be needed to fund them. He indicated the FinCom had 9 requests totalling \$26,157.90, plus the cost of the mower, but about \$16,700, plus mower cost, short of fulfilling them. Mrs. Allen said she had found the money, basically \$22,000 from other insurance and \$7,000 from CRPCD after contacting the appropriate people. Mrs. Allen said she would update the Board with the latest figures in time for their meeting on Wednesday night. Mr. Caccavaro indicated the FinCom would be interested in knowing about the sale of the two buildings was progressing, and Mr. Dziczek said an offer had been received that day for \$110,000 for both buildings, which the Board is reviewing.

Mr. Caccavaro told the Board he is not requesting reappointment to the FinCom, and Mr. Dziczek and Mrs. Rozanski expressed their appreciation for the fine work and cooperation extended by him and his Committee to the Board. Mr. Caccavaro asked the Board to continue looking for insurance problems and revitalize the insurance committee, concentrating on the percentage of what town employees pay.

- Mr. Dziczek said he spoke to the Treasurer today and inquired as to what the two CPA's are doing. He said she is hoping something will be ready for Friday. Mrs. Rozanski said there has been no written report given yet by the CPA's.
- Mrs. Allen gave the Board the names of the five people who are willing to serve as the Medway Pride Day Committee. Mrs. Rozanski made a motion to nominate, at the recommendation of the Medway Business Council, Paul Rao, Carl Pride, Jodi Kairit, Stephen Kenney and Nancy Charlton to the Medway Pride Committee through June 30, 1995; Mr. Henry seconded; all aye.
- Mrs. Allen read the letter from Dr. Bettencourt saying that the School Committee had voted at their meeting of June 15th to rename the North School the John D. McGovern Elementary School, and to also thank Mr. Henry for his kinds words with the proclamation.

- The Board acknowledged Mr. Brothers' computer budget shortfall.
- Mrs. Allen stated that the Water Department is requesting residents to cut down on the usage of water for lawn watering between the hours of 8 a.m. and 4 p.m. Residents will be made aware of this through the papers and cable.
- The Board discussed the Fire Chief's replacement vehicle and he would be checking with the Police Chief for the effects on the lease/purchase of taking that vehicle.
- Mrs. Allen noted the Water/Sewer Department's letter requesting to reduce the insurance charges to offset what was in water surplus and now is not. Mr. Dziczek asked Mrs. Allen to find out specifically which insurance they want to reduce.
- The appointment of Albert Brunelli as Chairman of the Commissions for CRPCD for FY'95 was acknowledged.
- The Board also acknowledged the Conservation Commission's letter indicating the number of notices of intent and determinations of applicability they have done in the past year. Mrs. Rozanski felt the amount was one-half of what they were doing before. She said they can charge for the determinations because the secretary is still putting her time and salary in, as well as being placed on the agenda for a hearing.
- Mrs. Allen updated the Board on Shaw Street Bridge saying Peter Donahue felt the whole project should take 5-6 weeks. Nothing new on Walker Street Bridge. Mr. Dziczek asked that Mrs. Allen make contact again by the end of the month.
- Mrs. Allen noted a letter of complaint received on the animal control officer. Mrs. Rozanski said she would call the complainant.
- Mrs. Allen brought up the Historical Commission's question of how to fund the consultant's fee for preparing the deed restrictions. Mr. Dziczek asked for the dollar amount of the work done before Wednesday night's meeting.
- Mrs. Allen stated that Len Scholl had sent in a letter wanting to come again before the Board on questions about Center Street that were asked at the previous meeting but not answered, such as: how to write an article to call a Special Town Meeting; what is the

proper form used for calling a Special Town Meeting; and what was the resolution of the railroad bed. Mrs. Allen had temporarily put him on for July 11th pending the Selectmen's approval to have him on the agenda. Mr. Henry thought the Selectmen had already addressed the issue for 2-1/2 hours at the previous meeting. Mr. Dziczek said residents can contact him as the rep for the Selectmen, and to put him on the July 11th agenda for about 15 minutes. In the interim, he will talk to Town Counsel.

- Mrs. Allen noted information received about the Life Exploratory School, and Mr. Dziczek asked her to call Milford Town Hall to get further information about them.
- The Board discussed the other offer received this day for \$110,000 for both buildings. Mrs. Allen indicated that the Director, Philip McNulty, was going to call an emergency meeting to discuss it. The Board said they were interested, but wanted to hear what the Library Trustees had to say. Mrs. Rozanski made a motion that they would look favorable upon the \$110,000 offer received and are interested in pursuing it further pending word from the Library Trustees; Mr. Henry seconded; all aye.
- Mrs. Rozanski said she would give the Audit Committee the rough draft specs for auditor bidding and ask them to review it as work is still on-going.
- Mr. Dziczek suggested that the Board have a "town hall employees staff" meeting, at which time employees could discuss the proposed renovations, get feedback on different proposals, ask for recommendations, discuss personnel issues and policies, incentive awards. It was decided to have this meeting on July 15th at 11:00 a.m., and announce in the newspapers and cable that the Town Hall would be closed that day at that time for the staff meeting. Mr. Dziczek suggested that employees submit questions or concerns they want addressed directly to the Selectmen.

11:00- The meeting was adjourned.

Respectfully submitted,



Mary Jean Fredette  
Secretary

*approved*  
*6/27/94*

mj

# 7/1/94/6/3/95/994-95 MATERIAL VENDORS

CRUSHED GR.	DEL. ' LORUSSO 6 <sup>75</sup>	1-695-3252
	2 HOOD 6 <sup>49</sup>	1-278-6741
BANK GR.	' HOOD \$4.59	1-278-6741
DENSE GR.	LORUSSO \$6.75	1-695-3252
WASHED SAND	HOOD \$5.49	1-278-6741
" "	KIMBALL \$5.57	1-883-1798
" "	S.M. LORUSSO \$5.95	1-800-547-7600
STONE 3/4	HOOD \$7 <sup>37</sup>	1-278-6741
6" MINUS	SM. LORUSSO \$5 <sup>PU</sup> + 7.00	1-800-547-7600
	KIMBALL \$6 <sup>PU</sup> + 7.97	1-883-1798
COLD PATCH	HOOD \$25.75 + 28.25	1-278-6741
	LORUSSO \$27.50 + 29.50	1-695-3252
HOT TOP	BARDON TR. #29 <sup>24</sup> IMP. 1-617-221-8400.	
	BALDON TR. FOB \$25.00 HALL 429-1510	
PARK SOIL	KIMBALL \$8.50 \$10.75 PU.	
SCREENED LOAM	HOOD \$9.89 1089	1-278-6741 BOB
STONE & SAND	ALL STATES	1-413-665-7021 WOTTEN
C.B. & DMW CASTING	LEBAON BROKTON	1-586-3130
CONCRETE PIPE	SCIUATE	1-800-322-4488.
ALUM. PIPE.	PENN CULV.	1-800-892-0530
COATED & PAVED	" "	1-800-892-0530
GUARD RAIL	MUNI TECH	541-P001
SEALCOATING	HINGHAM	1-617-749-6802.
PAVEMENT MARKING	MARKING'S INC.	617-826-5171
C.B. CLEANING	TRUAX \$5.55 PER.	
POURED CONCRETE	TRESCA 3000 54.00	
	4000 51.00	
GRADER 90.00 HR.	5 TON ROLLER 70.00	
PAVER + MAN	\$250. E.C. MURRAY	

Vin  
ROONEY  
SALESMAN

STEVE

## SUMMARY OF AIDS

**COMMONWEALTH OF MASSACHUSETTS  
DEPARTMENT OF PUBLIC WORKS**

**MATERIAL TO BE USED FOR EQUIPMENT RENTAL,  
HOURLY RENTAL**

**DATE** JUNE 28, 1994

[illegible]



## SUMMARY OF £S

TOWN OF  
MEDWAY, MASSACHUSETTS

# MATERIAL TO BE USED FOR POURED CONCRETE

DATE JUNE 28, 1994

**COMMONWEALTH OF MASSACHUSETTS  
DEPARTMENT OF PUBLIC WORKS**

[illegible]

## SUMMARY OF E

**TOWN OF MEDWAY, MASSACHUSETTS**

DATE JUNE 28, 1994

**COMMONWEALTH OF MASSACHUSETTS  
DEPARTMENT OF PUBLIC WORKS**

**MATERIAL TO BE USED FOR CATCH BASIN CLEANING**

[illegible]

## SUMMARY OF RESULTS

TOWN OF MEDWAY, MASSACHUSETTS

COMMONWEALTH OF MASSACHUSETTS  
DEPARTMENT OF PUBLIC WORKS

**MATERIAL TO BE USED FOR PAVEMENT LINE MARKINGS**

**DATE** JUNE 28, 1994

[illegible]

[illegible]

**COMMONWEALTH OF MASSACHUSETTS  
DEPARTMENT OF PUBLIC WORKS**

# MATERIAL TO BE USED FOR COATED & PAVED PIPE

**DATE** JUNE 28, 1994

[illegible]

## SUMMARY OF B. 6

**TOWN OF MEDWAY, MASSACHUS**

**DATE** JUNE 28, 1994

**MATERIAL TO BE USED FOR GUARD RAILS**

COMMONWEALTH OF MASSACHUSETTS  
DEPARTMENT OF PUBLIC WORKS

[illegible]

## SUMMARY OF EVENTS

**TOWN OF  
MEDWAY, MASSACHUSETTS**

**COMMONWEALTH OF MASSACHUSETTS  
DEPARTMENT OF PUBLIC WORKS**

**MATERIAL TO BE USED FOR ALUMINUM PIPE**

**DATE** JUNE 28, 1994

[illegible]

## SUMMARY OF LBS

**TOWN OF MEDWAY, MASSACHUSETTS**

**COMMONWEALTH OF MASSACHUSETTS  
DEPARTMENT OF PUBLIC WORKS**

# MATERIAL TO BE USED FOR CONCRETE PIPE

**DATE** JUNE 28, 1994

[illegible]



## SUMMARY OF FINDINGS

**MATERIAL TO BE USED FOR CATCH BASIN, DRAIN  
MANHOLE CASTINGS**

TOWN OF  
MEDWAY, MASSACHUSETTS

**DATE** JUNE 28, 1994

[illegible]

## SUMMARY OF FINDINGS

**COMMONWEALTH OF MASSACHUSETTS  
DEPARTMENT OF PUBLIC WORKS**

**MATERIAL TO BE USED FOR TREATED STONE & SAND SEAL**

**DATE** JUNE 28, 1994

[illegible]

## SUMMARY OF FINDINGS

**MATERIAL TO BE USED FOR SCREENED LOAM**

**TOWN OF MEDWAY, MASSACHUSETTS**

**DATE** JUNE 28, 1994

[illegible]

**TOWN OF MEDWAY, MASSACHUSETTS**

DATE JUNE 28, 1994

## SUMMARY OF ISSUES

**MATERIAL TO BE USED FOR PARK SOIL**

COMMONWEALTH OF MASSACHUSETTS  
DEPARTMENT OF PUBLIC WORKS

[illegible]

## SUMMARY OF DISCUSSION

**COMMONWEALTH OF MASSACHUSETTS  
DEPARTMENT OF PUBLIC WORKS**

# MATERIAL TO BE USED FOR BITUMINOUS CONCRETE

**TOWN OF MEDWAY, MASSACHUSETTS**

**DATE** JUNE 28, 1994

[illegible]

## SUMMARY OF LBS

**MATERIAL TO BE USED FOR COLD PATCH**

**TOWN OF  
MEDWAY, MASSACHUSETTS**

**DATE** JUNE 28, 1994

[illegible]

## SUMMARY OF L.S.

COMMONWEALTH OF MASSACHUSETTS  
DEPARTMENT OF PUBLIC WORKS

**MATERIAL TO BE USED FOR 6" MINUS**

[illegible]

**SUMMARY OF TESTS**

**MATERIAL TO BE USED FOR 3/4 WASHED STONE**

**COMMONWEALTH OF MASSACHUSETTS  
DEPARTMENT OF PUBLIC WORKS**

[illegible]



**COMMONWEALTH OF MASSACHUSETTS  
DEPARTMENT OF PUBLIC WORKS**

**MATERIAL TO BE USED FOR WASHED SAND**

**DATE** JUNE 28, 1994

[illegible]

**COMMONWEALTH OF MASSACHUSETTS  
DEPARTMENT OF PUBLIC WORKS**

**MATERIAL TO BE USED FOR DENSE GRADED BASE GRAVEL.**

**DATE** JUNE 28, 1994

[illegible]

## SUMMARY OF FINDINGS

**COMMONWEALTH OF MASSACHUSETTS  
DEPARTMENT OF PUBLIC WORKS**

**MATERIAL TO BE USED FOR BANK GRAVEL**

**TOWN OF MEDWAY, MASSACHUS**

**DATE** JUNE 28, 1994

[illegible]

**COMMONWEALTH OF MASSACHUSETTS  
DEPARTMENT OF PUBLIC WORKS**

**MATERIAL TO BE USED FOR CRUSHED GRAVEL**

**DATE** JUNE 28, 1994

[illegible]



## BOARD OF SELECTMEN

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

### AGENDA

JUNE 13, 1994

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

7:01 - ~~Lou Cacavarro, Chairman FinCom~~  
re: ~~emergency transfer~~

*Cancelled*

7:05 - Paul Rao  
re: Medway Pride Day

7:30 - Board of Health  
re: STM articles

---- - old business

---- - new business

9:00 - Executive Session - Reason #6

Present: Joseph Dziczek, Raphaela Rozanski, Lee Henry,  
Administrative Assistant Ruth Allen.

7:04 p.m.--Mr. Dziczek called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall. The warrants were signed. Mr. Dziczek noted that Lou Caccavaro of the Finance Committee was not on the agenda as originally scheduled.

- Paul Rao, Jodi Kairit and Carl Pride of the Medway Pride Day Committee came before the Board. They mentioned that the date had been changed from October to the third week in May. They were also requesting that the Town sponsor the Pride Day and list the Medway Business Council as the committee in charge of planning and executing the event so liability insurance would not have to be obtained, as well as waiving any school facilities charges. They were not sure if there would be a charge for the custodians. Mrs. Allen confirmed that our insurance would cover the facility as well as the volunteers.

Mrs. Rozanski felt it should be a sub-committee that would report to the Board, not a free-standing committee. Mr. Henry noted that they would have to be sworn in. Mrs. Rozanski informed them that this steering committee is subject to the open meeting law. Mr. Rao wanted to be assured that they would have the authority to appoint sub-committees under them, and Mr. Dziczek stated that the Board can authorize a certain number to be appointed to this steering committee, and then they have the authority to get others. Mr. Henry then made a motion to appoint a steering committee for the Medway Pride Day consisting of five members to be decided and recommended by the committee; Mrs. Rozanski seconded; all aye. Once the list is given to the Board, they will sign the appointment slips, and then they can be sworn in. Mrs. Rozanski asked for a report every two months. Mr. Dziczek reminded them to post their meetings. Mr. Rao briefly went over the activities they were thinking of for the viewing audience. Mrs. Rozanski asked them to be cautious with food for sale, and suggesting checking with the Board of Health.

- 7:28 - Treasurer/Collector Marge Sanford came before the Board to state she needed money transferred from salaries to expenses. Mrs. Allen had told her she needed a separate article, and Mrs. Rozanski confirmed this.

- 7:30 - Kathy Rehl and Rob Collum of the Board of Health came before the Board to discuss two articles for the warrant. Mrs. Rehl indicated that the article to

transfer money from solid waste salary to expense was put on in order for C. B. Trucking to take over recycling and get paid. She stated that the proposal and negotiations took place after the Annual Town Meeting. (Mrs. Cassidy arrived to join the rest of the Board.) The second article was for funds not used in FY'94 to be used in FY'95. Mr. Dziczek understood this was to ensure that the funds remain in the account, and since recycling was starting July 1st, did not want to overspend the budget. Mrs. Rehl stated she was unsure of the cost for hazardous waste pickup as they quote per barrel. Mr. Collum agreed the money should stay with the Board of Health as residents have paid into the solid waste account, and it should stay there. Mr. Dziczek queried if there was a surplus of funds, would it offset trash or reduce the rate, stating that to have the article on the warrant, they have to be able to defend their position.

Mrs. Rozanski brought up the plumbing inspector and animal control issues. On the plumbing inspector, she stated that the Board of Selectmen cannot take it over as the State dictates he is under the jurisdiction of the Board of Health. She also indicated that his fees can be a separate line item in FY'96.

On the animal control issue, Mrs. Rozanski stated that if it was too much for the Board of Health, the Board of Selectmen can take back the responsibility and its jurisdiction. Mr. Dziczek felt that with the rabies problem, animal control should be under the Board of Health. Mr. Collum agreed with that, as did Mrs. Cassidy. Mrs. Rozanski thought if there is an intermunicipal position, Chapter 32B, Section 2, C and D applies. Mrs. Rehl had a question as to who picks up the cost, and Mrs. Rozanski said that the municipalities are responsible for health insurance. Mrs. Cassidy thought Medway and Millis should have joint interviews for the position, and Mrs. Rozanski stated that Town Administrator Charles Aspinwall is Millis' representative. Mrs. Cassidy said they would review the applications and screen some to be interviewed; at least one dozen applications were received. Mr. Collum indicated that Mr. Aspinwall was thinking of June 14th and 15th to begin interviewing. Mrs. Rozanski stated that the Millis Board of Selectmen are asking for a one-year agreement for the animal control officer.

On another matter, Mr. Henry asked when the recycling bins were coming to Medway. Mrs. Rehl said she would check, but that they would have to go to the Highway Garage area on pallets for distribution by Cassidy. Mr.

Higgins asked that they be delivered in the morning of whichever day they are coming, rather than in the afternoon.

8:15 - Highway Superintendent Diarmuid Higgins came before the Board. He reported nothing new on Shaw Street or Walker Street Bridges. Mr. Dziczek suggested he call every two weeks and stay on top of them. Mr. Higgins hoped for a meeting in July, but hasn't heard yet. Mrs. Rozanski asked Mrs. Allen to call Peter Donahue for a status report.

Mr. Higgins indicated he was waiting for information from the County Engineers to begin construction on Fisher and Causeway Streets. He stated his men are out painting lines at this time, and they are almost 25% done. He stated that they would be starting the reclamation of Village Street this summer.

Mr. Henry asked about the pavement management program, and Mr. Higgins said he was still working on it. Mr. Dziczek asked about Route 109 and Holliston Street traffic markings, and Mr. Higgins said they would be working on it this week. The Board briefly went over other highway projects with him, such as the repaving of Routes 126 and 109. Maple Street sidewalks were brought up, and it was noted that since the Planning Board was coming in next week, this could be discussed at the same time. Mrs. Allen thought it had been agreed that the Town would excavate and the developer would pave, but it seems no time table has been given.

On the disposition of the four police vehicles, Mr. Higgins said he would like one of them to go to his Assistant. Mr. Dziczek stated that the Fire Chief was requesting one as well. Mrs. Allen recommended talking to the Police Chief so as not to jeopardize the trade-in.

- Mrs. Allen showed the Board a street plan for Laurelwood Lane (a recently accepted street) that the Planning Board has requested be signed by the Selectmen, and then passed back to the Planning Board. This was the first time such a plan was submitted to the Selectmen for their approval, and were unsure about signing its acceptance. Since the Planning Board was coming in next week, this will be discussed as well since it might be a part of the new procedures and we are just not aware of them.

- Mrs. Rozanski told the Board that there had been a meeting this past Friday with the audit group. She



stated progress is slow, but happening. The primary thing that one of the CPA's stated was that the closing schedules have to be the same between the Treasurer and the Town Accountant. Mrs. Rozanski said they hoped that the cash would be reconciled by this Friday, and have asked for a report in writing. Mr. Henry indicated that Mr. Brothers' warrant #52 will be the last of the fiscal year of listing of expenses and showing the outstanding payrolls for the fiscal year. Mrs. Rozanski said the closing schedules come from the Town Accountant, and the progress report is to come from the CPA's. She asked that the minutes reflect the closing schedules were asked for in writing, were not received, and will be asked for again on Tuesday, and she will ask if the written report from the CPA's has been submitted.

- Mrs. Rozanski made a motion to appoint Bob Belland, Alfred Rabioli, Paul Wilson, Paul DeSimone, Paul Mitchell to the Town Hall Building Committee through completion; Mr. Henry seconded; all aye.
- A letter being sent to Helen Luccio of the Housing Authority in support of getting funds was signed by the Board.
- The proclamation for John McGovern was signed by the Board.
- The drafted restrictions from the Historical Commission for the fire station and library were noted by the Board for discussion later.
- A request for a one-day beer and wine license was given to the Board. Mrs. Rozanski made a motion to grant a one-day beer and wine license to the American Legion for June 19th from noon to 8 p.m.; Mr. Henry seconded; all aye.
- Mrs. Allen brought up a letter sent by Chuck Gallo with reference to the Department of Education looking for our audits which would impact grant monies for the schools. Mr. Henry said he had spoken to Mr. Gallo and Mr. Brothers, and noted that a letter had been sent to the Department of Education a while back, but probably no updates since then. He did not want to see the school jeopardized, but really did not prefer a partial audit of school funds. Mr. Dziczek questioned if we were late with the audit, would we still get the funds. Mr. Henry said he would pursue this further with the Department of Education, updating them as to what is going on, and to ask them what they want from the Town so as to not hold back the schools' funds.

- Mrs. Allen told the Board the rest of the correspondence in their packet was just for their information.
- Mrs. Rozanski made a motion to delay the executive session until the Board was done with their old and new business; Mr. Henry seconded; all aye.
- Mrs. Rozanski made a motion to reopen the warrant for the Special Town Meeting on June 27th; Mr. Henry seconded; all aye.

Mr. Henry made a motion to remove article 6 dealing with a physical inventory of the school; Mrs. Rozanski seconded; all aye.

Mrs. Rozanski made a motion to put the Treasurer/Collector's article on the warrant; Mr. Henry seconded it to replace the old article 6; all aye.

Mr. Henry made a motion to put the Police Department's article for the disposition of the cruisers as article 10; Mrs. Rozanski seconded; all aye.

Mrs. Rozanski made a motion to accept the first of two articles from the Board of Health as written and voted upon at their recent meeting for the warrant as article 11; Mr. Henry seconded; all aye.

Mrs. Rozanski made a motion to accept the second of two articles from the Board of Health as written and voted upon at their recent meeting for the warrant as article 12; Mr. Henry seconded; all aye.

Mrs. Rozanski made a motion that the warrant be closed; Mr. Henry seconded; all aye. Mrs. Rozanski made a motion to withdraw her motion to close the warrant; Mr. Henry seconded; all aye. Mrs. Rozanski made a motion to include other departments as part of the omnibus article 9; Mr. Henry seconded; all aye. Mrs. Rozanski made a motion to close the warrant; Mr. Henry seconded; all aye.

- 9:15 - Mrs. Rozanski made a motion to go into executive session for the purpose of considering the purchase or lease of real property, not to return to open session; Mr. Henry seconded; all aye. The vote: Mrs. Rozanski-yes; Mr. Henry-yes; Mr. Dziczek-yes.

Respectfully submitted,

*Mary Jean Fredette*  
Mary Jean Fredette  
Secretary

*approved*  
*6/30/94*

mj

Executive Session

Minutes of the Selectmen's Meeting

June 13, 1994

Present: Joseph Dziczek, Raphaela Rozanski, Lee Henry,  
Administrative Assistant Ruth Allen, Secretary  
Mary Jean Fredette, Prudential Page Realtor  
Marjorie O'Malley.

9:15 p.m.-Mr. Dziczek called the executive session to order  
in the Selectmen's Meeting Room 2 of Town Hall.

The meeting was called to discuss the offers made  
on the Torrent Fire Station. Restrictions on both  
the Fire Station and the Cole Library offered by  
the Historical Commission were also reviewed, and  
it was noted that Town Counsel has received a copy  
of same. Two additional offers were made: one  
that had been given for \$20,000 was increased to  
\$23,000; and other was received for \$30,000. The  
Board took the offers under advisement, but is  
still receptive to other offers closer to the  
asking price.

Mr. Dziczek asked Mrs. Allen to contact Milford and  
see how they handled a similar situation. Mrs.  
Rozanski also wanted to see the articles of  
incorporation of the group making the offer. Mrs.  
O'Malley indicated the asking price was as it was  
because of the amount of work that needed to be  
done to restore the building, the size of the lot,  
and the lack of parking. Mrs. O'Malley said she  
would find out if any permits would be needed, let  
the prospective buyers be aware of the  
restrictions, and find out what work they would  
actually think of doing to the building. It was  
noted that the restrictions might make a difference  
on the offers. Mr. Dziczek commented that money is  
not the ultimate issue, but how the buildings are  
to be used.

9:50 - The Board discussed the purchase and value of  
Bernie Lewis' property on Ryan Road.

10:40- The meeting was adjourned.

Respectfully submitted,



Mary Jean Fredette  
Secretary  
mj

*Approved 9/12/94*



## BOARD OF SELECTMEN

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

### AGENDA

June 6, 1994

- 7:00 p.m. Open meeting, sign warrants,  
approve minutes of 5-23-94 meeting.
- 7:05 Public Hearing, Boston Edison  
Summer Street
- 7:10 Paul Wilson and Gino Carlucci to discuss  
Town Hall renovations & ADA Regulations
- 7:20 Conservation Commission, Ben Generazio,  
re: Changes in the Admin. of Wetlands  
Protection Act
- 7:45 Auto Exchange, Jon Currivan  
re: violation of Class II License
- 8:00 Recycling Committee  
re: sign permit  
*8:05 Marge Sanford - re: aul. + a computer  
system  
preparation*  
Old Business
- New Business
- 8:30 Executive Session - Reason #3

Present: Joseph Dziczek, Raphaela Rozanski, Lee Henry,  
Administrative Assistant Ruth Allen.

7:05 p.m.-Mr. Dziczek called the meeting to order in the Selectmen's Meeting Room 2 of Town Hall, and welcomed everyone to the first live cable telecast of a Selectmen's meeting. The warrants were signed.

-Mrs. Rozanski read the ad that appeared in the Milford Daily News for Boston Edison's petition for conduit on Summer Street. As there was no one present in opposition, Mr. Henry made a motion to approve Boston Edison's petition for conduit on Summer Street, north of Highland Street; Mrs. Rozanski seconded; all aye.

7:10 - Members of the Town Hall Study Committee and Gino Carlucci, grant writer, came before the Board to discuss handicapped accessibility, the need for a policy for the town hall, a committee to address access and disabilities, and a time frame to accomplish same with the deadline being January 26, 1995. Mr. Wilson stated that none of the schools or library are handicapped accessible as they should be, which includes hearing impaired, blind, or doesn't understand the English language. There is also to be given sufficient notice in advance, 10 days, so interpreters, etc. can be provided. Mr. Carlucci emphasized that those that look at the grants will be looking for input from the handicapped community, as well as alternatives for the blind, etc.; it is not just the physical issues. Anyone who has dealt with handicaps can be on the Disability Commission. Mr. DeSimone said that the five member Building Committee would want to be on both committees, and that Bob Belland has expressed an interest to be on the Building Committee. On the number of members for the Disability Commission, Mrs. Allen stated that the State dictates the number, but we do have Sue Bouchard and Dionne Levasseur on the committee already. Mr. Carlucci indicated that the grant is due August 1st.

Mrs. Rozanski made a motion to appoint a Handicap/Disability Commission by July 1st; Mr. Henry seconded; all aye. Mr. Carlucci said there should be a schedule established and interim steps in place until a plan is implemented. Mr. Henry agreed saying we should make a good faith effort and change the goals each year. What is learned with the town hall can then be applied to other town buildings.

7:30 - Ben Generazio came before the Board to discuss changes in the Wetlands Protection Act. Mrs. Rozanski was concerned that there appeared to be many determinations

of applicability, and not many notices of intent. Mr. Generazio confirmed that on determinations (which are done if it appears they are outside the wetlands), abutters are not notified, and petitioners are not charged. Mrs. Rozanski felt there were still expenses involved, such as for their secretary. She said the cost of running the Commission is recoverable by the work is done, and that their appropriation comes from fees charged. Mrs. Rozanski reiterated that abutters are not involved in the process if only determinations are made; that there is a user fee for running the Commission through their investigative work; and that they never go back to inspect the work done if there are only determinations done.

Mr. Generazio felt they could still cease and desist a project, and ask them to file a notice of intent. He stated that a determination requires a public meeting, not a public hearing, and an ad in the paper, and there are no monies involved. Mrs. Rozanski insisted the recording requirements are different. Mr. Dziczek asked that the Board be given a number on how many determinations are made and how many notices are done.

Mr. Generazio confirmed that ConCom confirms a wetland area by a site visit by all of them, then at the next meeting, they vote on it. When it comes time to signing the certificate of compliance, four have to sign it after seeing that all conditions have been met, then it is released.

7:50 - John Currivan of the Auto Exchange of 57 Main Street came before the Board to discuss a violation of his Class II license. Mr. Currivan admitted he was in violation. He stated that prior to 1988, there were gas pumps and an island at the front of his property, so he could only ask for 12 cars to be for sale. He admitted he had about 17 there now. Mr. Dziczek requested that Mr. Currivan write to the Board and request an amendment to his license asking for what he would like, as well as an interpretation of repairs. Mr. Henry told Mr. Currivan that any amendment in his license required a public hearing. Mrs. Rozanski also asked for a site plan, and the number of cars he was requesting to sell. Mr. Henry told Mr. Currivan to remove 4 of the 16 cars. On that basis, Mrs. Rozanski made a motion to have Mr. Currivan remove 4 cars from the site as he was in violation; Mr. Henry seconded. Mr. Currivan asked that he be allowed to keep the vehicles he had, as he had no other options. Mrs. Rozanski said the cars could be left there, and he would be fined. On the public hearing, Mr. Henry noted that you have to give people 10



days notice prior to the hearing for ADA requirements. Mrs. Rozanski made a motion that Mr. Currivan be allowed to keep no more than 16 cars on the property, and to further have a letter from Mr. Currivan within 24 hours requesting the public hearing, and if no letter is received, the 4 additional cars have to be moved; Mr. Dziczek added to the motion that no replacement cars for the ones that leave are to be obtained; Mr. Henry seconded; all aye.

- 8:10 - Joan Hunter, chairman of the Recycling Committee, came before the Board to discuss five sandwich board signs they wanted to put up in town to advertise the beginning of curbside recycling in Medway on July 1st. She stated that they had been denied by the Building Inspector, and therefore, had to appeal to the Board. She indicated they were 4 x 3 and would be placed around town from June 15th through July 27th at the town hall, Cassidy's fence, the shopping center, the Community Church, and the high school. Mrs. Rozanski made a motion to allow the Recycling Committee to place five signs around town for six weeks, (with permission from the high school received), and that there are no safety problems; Mr. Henry seconded; all aye.

- Mr. Henry asked if the schools need common victualler licenses for the use of their facilities for the serving of food. Mrs. Rozanski did not believe so because they don't pay a meal tax, but Mrs. Allen will check.

- 8:15 - Treasurer/Collector Marge Sanford came before the Board with an update of what work was being done with the pre-audit. She stated that: their records for the last two fiscal years have been reconstructed; outside accountants are attempting to make general ledger adjustments; the audit committee has been meeting on a regular basis; we have not had an audit since 1991; with the voting of a new school, bonds need to be issued. She asked the Board to stay with this until closure and the audits are completed. Mr. Henry said the last good audit that was done was in 1985 and it was done by the DOR. Mr. Dziczek signed the letter of agreement between the Town and the outside accountants.

- 8:30 - Mary O'Leary came before the Board to provide some information for a proclamation for John McGovern.

- Chief Lambirth came before the Board to request that he be allowed to go to the FinCom for an emergency transfer for salaries and expenses. Mrs. Rozanski made a motion to recommend to the FinCom approval of a transfer for \$12,000 for salaries; Mr. Henry seconded; all aye.

- Lou Caccavaro, chairman of the FinCom, was present and stated that they have more requests than they have money and suggested that a "catch-all omnibus" article be placed on the upcoming Special Town Meeting on June 27th to handle any outstanding requests that do not get addressed at their next meeting on June 8th.
- Mrs. Rozanski made a motion to recommend to the FinCom that they approve a request from the Police Department for \$5,000 for expenses; Mr. Henry seconded; all aye.
- The Chief then discussed the lease/purchase of vehicles. He stated that he found a dealer that is independent from AMI that could save the Town basically \$5,700, by having this New Hampshire firm cut the check directly to AMI. Mr. Dziczek suggested he just check it out with Town Counsel, and if he said it was OK and would save the Town money, go ahead.
- Richard Gildea, new chairman of the Council on Aging, came before the Board to discuss the advertising for a COA van. Mrs. Allen told him that the bids have to be opened by the Board, but he could place the ad. She said she would review it next Monday when she returned from vacation.
- Mr. Henry said he would go to John McGovern's banquet on June 15th and read the proclamation. Mrs. Rozanski was not sure if she could attend.
- Mrs. Allen indicated that the Medway Housing Authority needed a letter of support from the Board to obtain federal funds for Mahan Circle and Maple Lane. Mrs. Allen said that they will also be getting letters of support from the Police Chief, Fire Chief, and EMT's. Mrs. O'Leary indicated that Mrs. Luccio will draft a letter for the Board.
- Mr. Henry brought up a letter sent by Chuck Gallo requesting that the town inspectors inspect the schools. Mr. Henry suggested the inspectors - i.e. building, wiring, plumbing, gas, fire chief, health inspector - work as a team and that it would be a courtesy inspection done on school buildings, providing reports to the schools, with copies to the Board, of the condition of the structures and the cafeterias. Mrs. Rozanski suggested Mr. Speroni be contacted and asked to coordinate a comprehensive inspection, and then come back to the Board with what his approach should be, with Mr. Henry being his contact on the Board.
- Mrs. Rozanski informed the Board that the position of



Animal Control Officer has been advertised, and that she asked that a copy of the ad be sent to Jim Cassidy, which was done. She stated that by motion and vote, the Board of Health accepted the responsibility and appointment of the Animal Control Officer as of July 1st. Mrs. Rozanski also informed the Board that the Animal Inspector is appointed by the Board of Health from March 30th to March 30th.

- Mr. Henry told the Board that the transfer of Plumbing Inspector from Board of Health to Selectmen can't be done as it is a State law that the Board of Health is the appointing authority.

- 9:20 - Highway Superintendent Diarmuid Higgins came before the Board. He indicated he was working on Fisher, Causeway and Village Street resurfacing plans. He anticipated beginning work around June 27th and ending around August 25th. He hoped that the highway crew would be able to do some of the work. Mr. Dziczek asked for a better idea of when work would begin so commuters would know to detour, but not to begin until after school let out. Mr. Higgins said he was working on getting hourly rental figures for equipment as well.

Mrs. Rozanski asked about Shaw Street, and Mrs. Allen indicated that the design is done and has gone in for approvals. We will be given two men (one foreman and one carpenter), and we will be advised as things progress.

On Walker Street, we have no further updates.

On the Route 109 street pavement project, Mrs. Allen stated that the money has not been released. Mrs. Rozanski asked that she follow up on this since we have been promised the funds and just seems to get postponed.

Mr. Higgins said he interviewed two candidates for the position of laborer for the Highway Department. He should be reaching a decision shortly.

Mr. Dziczek mentioned his master plan, and asked Mr. Higgins to let him know how DPS is affected, such as the number of trucks, plows, roads, how the town has grown, say from 5 years ago, and what does the future look like in terms of the same kind of numbers. Mr. Dziczek mentioned the possibility of three departments joining together to request a vehicle, instead of each department asking for their own, as well as the sharing of personnel. Mr. Higgins again mentioned the need for two trucks, and Mr. Henry asked for the figures of how

much in repairs have been spent on the vehicles he wants to replace.

- The Board discussed the two offers of \$15,000 and \$20,000 received on the fire station, and Mr. Henry noted the assessed value for \$95,000; therefore, Mr. Henry made a motion to reject both offers because of the high assessed value; Mrs. Rozanski seconded; all aye. Mrs. Allen told the Board the Town is not maintaining them at this time, that those that are using the building are paying the utilities. The Secretary was asked to write to Page Realty and tell them of the rejection of the two offers, that we are continuing to entertain offers, that we have not concluded the selling process, and the Board was eager for new offers. Mary Ellen Lavenberg, who was present, stated that the buildings have been on the market since March, the interest rates are going up, the buildings are continuing to deteriorate, the Board has not made any counter-offers, and they are shutting people off. Mr. Dziczek repeated the Board wants to sell the buildings, but at a fair price. Mrs. Lavenberg told the Board the asking price was \$39,900 by MLS. The Board was amazed to hear this in lieu of the assessed price, and Mr. Henry recommended asking the agent for Page Realty to come in and talk to the Board, and he would speak to the Assessors with regard to the high assessment. Mrs. Rozanski agreed the agent should come in to executive session for reason #6. The Secretary will call her.

Mrs. Lavenberg noted that the Historical Commission has drafted deed restrictions to be a part of the sale of both buildings, and Mrs. Rozanski asked that the Board be given a copy of them. Mrs. Lavenberg said that Town Counsel had already received a copy.

10:00- Mrs. Allen gave the Board several emergency transfers.

The first was for inspection fees for the Building Inspector for \$6,000. Mrs. Rozanski made a motion that the Board approve the emergency request to the Finance Committee for the Building Inspector's inspection fees for \$6,000; Mr. Henry seconded; all aye.

The next request was for \$14,000 for expenses for the Fire Department. Mrs. Rozanski made a motion that the Board approve the emergency request to the Finance Committee for the Fire Department's expenses for \$14,000; Mr. Henry seconded; all aye.

Mr. Dziczek asked the Secretary to contact these department heads to attend the FinCom meeting on

Wednesday to explain the transfers.

The next transfer was for DPS expenses for \$10,000 for fuel for the building, electricity, repairs and maintenance. Mrs. Rozanski made a motion that the Board approve the emergency request to the Finance Committee for DPS expenses for \$10,000; Mr. Henry seconded; all aye.

The Board also had an emergency transfer for Fire Department inspection fees for \$400. Mrs. Rozanski made a motion that the Board approve the emergency request to the Finance Committee for Fire Department inspection fees for \$400; Mr. Henry seconded; all aye.

- The Board signed a letter of compliment to Jeff Watson of the Police Department.
- Mrs. Allen asked that the Board sign the agreement for reinsurance with Insurance Company of North America by Group Benefits Strategies and continue to be self-insured, noting that they saved the Town \$189,000 over the 11 month period. The Board signed the agreement.
- The Board discussed the minutes of May 23rd, and after making a few corrections, Mr. Henry made a motion that the minutes of May 23, 1994 be approved as amended; Mrs. Rozanski seconded; all aye.
- Mr. Dziczek asked for a list of former Selectmen for an informal get-together he wants to have.
- The Board discussed the Selectmen's summer meeting schedule. Mrs. Rozanski made a motion that the Selectmen meet on July 11th and 25th; Mr. Henry seconded; all aye. Mr. Henry made a motion that the Selectmen meet on August 8th and 22nd; Mrs. Rozanski seconded; all aye.
- Mrs. Rozanski informed the Board that equity aid is about \$2,000 less than last year.
- Mrs. Allen noted much of the correspondence in their packet was for their information, and did not have to be discussed.
- The Board went over the Special Town Meeting articles to be held on June 27th.

The Board made motions and approved the articles be placed on the warrant except for the following:

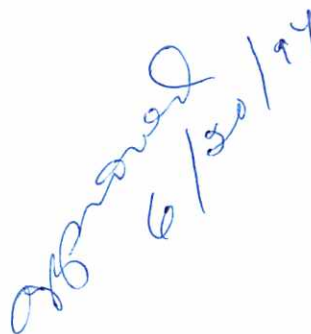
- The article from the Board of Library Trustees for funds to replace the boiler room door at the library. It was felt that the FinCom does not want maintenance articles on the warrant but included in the individual department's budget. Mrs. Rozanski made a motion to deny the article be on the warrant; Mr. Henry seconded; Mr. Dziczek opposed; motion carries.
- Same feeling was felt by the Board for the article to repair air conditioning units at the library. Mr. Henry made a motion to deny the article be on the warrant; Mrs. Rozanski seconded; Mr. Dziczek opposed; motion carries.
- It was felt the article for two vehicles for the Highway Department should not be on as CIPC should be making recommendations for capital items. Mrs. Rozanski made a motion to deny the article be on the warrant; Mr. Henry seconded; all aye.
- Mrs. Allen will prepare an "omnibus" article to cover all the emergency transfers that are not approved by the FinCom at their meeting on Wednesday.
- Mr. Dziczek stated that the JCRB had met on June 2nd, but there was no quorum. They informally met and thought it would be a good idea to get all requests for change in grade and step at the same time, as well as any job descriptions that are to be changed. He indicated the JCRB may be approaching the Board so that both are heading in the same direction.
- Mr. Dziczek stated that the Town may be able to procure an electric vehicle from Boston Edison for the Town's use. He said he would have the Boston Edison rep contact Mrs. Allen to discuss further, but thought all the Town has to do is request it. Mrs. Rozanski said she would meet with the rep and Mrs. Allen when it is set up.
- Mrs. Rozanski felt there should be a policy change on appointments - that there should not be any automatic reappointments. It was her opinion that residents should desire to be appointed and make it known to the Board. It is noted for the record that anyone who is appointed continues serving until someone else fills that position or resigns. Mr. Dziczek thought the burden of reappointment should be placed on the chairman of that committee in that he should discuss reappointments with those whose terms are up, and bring it back to the Board of Selectmen.

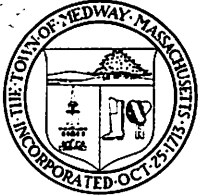
- Mrs. Rozanski made a motion that there would be a policy change and reappointments will no longer be automatic; Mr. Henry seconded; all aye. Mrs. Rozanski said she would write a press release. It was requested that a letter be sent to the chairmen of the different committees stating that a policy change has been made, and the Board would like to hear from those members who desire to be reappointed.
  - The Board discussed a letter received from the Center Street residents asking that two articles be placed on the town meeting warrant. It was unanimously agreed that they not be on the warrant.
- 11:10- Mrs. Rozanski made a motion to go into executive session for the purpose of conducting strategy sessions in preparation for negotiations with non-union personnel, not to return to open session; Mr. Henry seconded; all aye. The vote: Mrs. Rozanski-yes; Mr. Henry-yes; Mr. Dziczek-yes.

Respectfully submitted,

  
Mary Jean Fredette  
Secretary

mj

  
6/30/94



## BOARD OF SELECTMEN

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

### AGENDA

MAY 23, 1994

- 7:00 p.m. - Open meeting, sign warrants, approve minutes of 5/16/94 meeting.
- 7:05 - Public Hearing: conduit/manhole.  
re: Village Street - New England Telephone  
Main Street - New England Telephone  
Village Street - Boston Edison
- 7:15 - Chief Lambirth.  
re: vests.
- 7:30 - Nancy Honey - Our Cleaners.  
re: site plan approval of drive through window.
- 7:45 - Board of Health.  
re: solid waste contract and animal control officer.
- -old business.
- -new business.

Present: Joseph Dziczek, Raphaela Rozanski, Lee Henry, and  
Administrative Assistant Ruth Allen.

7:03 p.m.-Mr. Dziczek called the meeting to order in the  
Selectmen's Meeting Room 2 of Town Hall. The warrants  
were signed.

Mr. Henry made a motion to accept the minutes of May  
16th; Mrs. Rozanski seconded asking, however, that the  
Secretary use the words "advised or informed" instead of  
"mentioned" when a Board member is passing information  
on to the other members; all aye.

7:05 - Ed Kelley representing Boston Edison and Lenny Garabidi  
representing New England Telephone came before the Board  
with several petitions. Mrs. Rozanski read the ad that  
appeared in the Milford Daily News.

Mr. Kelley and Mr. Garabidi discussed the petitions for  
conduit on the north side of Village Street, as well as  
the moving and relocating of pole #38/152 for the  
proposed roadway for 5 house lots. Mark Kelley of 358  
Village Street had some concerns as to disruption of  
service as he is serviced by that pole. Ed Kelley said  
he would be notified by Boston Edison as to when service  
would be shut off. Mrs. Rozanski made a motion that the  
Boston Edison and NYNEX petitions be granted to move the  
existing pole on Village Street and place conduit; Mr.  
Henry seconded; all aye.

Mr. Garabidi brought up NYNEX's petition #94-02 for  
manhole and conduit on the north side of Main Street and  
the crossing of that street. He felt it could be done  
in one day; however, the Selectmen were concerned with  
the traffic tie-up on Main Street this would create.  
Mr. Dziczek suggested this be done when school is out  
after June 22nd. Chief Lambirth, who was present,  
suggested the best hours would be between 9 and 3, and  
to only tie up one lane at a time. Nancy Honey, who was  
present, said businesses should be notified when this  
work is being done. Mr. Henry made a motion to grant  
NYNEX's petition for manhole and conduit on the north  
side of Main Street; Mrs. Rozanski seconded; all aye.

7:30 - Chief David Lambirth came before the Board to discuss  
the bulletproof vests recently authorized by town  
meeting vote to purchase. He indicated that AMI has the  
vests on the state bid list, and if he purchases them  
from there, he would be looking to purchase nine between  
\$429 and \$476 each without having to go out to bid. He  
understood that the money has been appropriated strictly  
for vests and not any other equipment. Those officers

who already purchased vests will not be reimbursed. Mr. Dziczek asked that the Board be notified when the vests were in so they could see a demonstration. The Chief indicated that elections for the Association will be held soon.

- Mr. Henry stated the complimentary letter sent by a resident on Officer Watson was great. The Chief informed the Board that plans are underway to recognize Officer McDougall and Sgt. Rojee for their involvement in the Mortimer situation. The Board agreed with Mrs. Rozanski's suggestion of a certificate of recognition. The Chief advised the Board that the Mortimer family appreciates all the support of Medway residents. Mr. Dziczek added his compliments for the way the police officers handled the death of B. J. Junkins. Mr. Henry asked the Chief to keep in contact with the Board, letting them know of where support is needed. The Chief told the Board that Officer Bates was receiving visitors, and doing as well as could be expected, with the DARE program proceeding on without him. He also informed the Board he may have to receive authorization to go to the FinCom for an emergency transfer for extra patrolmen.

- Mr. Dziczek informed the Board that he would like to institute a master plan for the town, indicating where new roads and homes are being built, which by-laws have changed, which direction boards and departments are taking, etc.

- 8:00 - Nancy Honey from Our Cleaners came before the Board to discuss the site plan for her location. Mr. Dziczek "tried to be honest" and said he did not feel her drive-up window was going to happen. He noted the amount of work she had put into this effort, but just felt the safety issue was more important. Mrs. Rozanski felt the way the parking lot was laid out was not safe for motorists and pedestrians. Mr. Henry had to agree saying safety was his concern as well. Mrs. Honey felt the area was more dangerous now than with the controlled signs that she would have had to put there. Mr. Dziczek suggested putting in some safety precautions now, and possibly at a later date, bringing the issue up again. Mrs. Honey felt the drive-up was a service to the public, and was pursuing this for them. She understood with her special permit she had one year to get it operational, and then one additional year for implementation. Mrs. Honey noted Officer Bates had made recommendations before submittal to the Chief, but felt it was moot since the Board was not in favor of it. Mr. Dziczek did advise Mrs. Honey that if she had to go to the Planning Board



again, she should not have to pay for a reapplication. Mrs. Rozanski asked that Mrs. Allen write the Zoning Board for clarification and specifics of the one year clause in the ZBA decision in writing. Mrs. Honey felt she had addressed every issue that was in Chief Lambirth's letter. Mrs. Allen reiterated that the safety officers of the town were against it, but the Zoning Board approved it anyway and left in the Board of Selectmen's hands. Mr. Henry felt it was "weasel-worded".

8:15 - The Board of Health came to meet with the Board on two issues: solid waste contract and animal control officer. Mrs. Rehl went over the PRINS contract, which she stated that Town Counsel had already reviewed. On solid waste, they felt that the bid should go to Waste Management for \$156,000 the 1st year, \$161,500 the 2nd year, and \$167,100 the 3rd year. On recycling, Mrs. Rehl said the 3,200 recycling containers would be blue and green and they would be picking up the recycleables every other week. The State would be printing calendars and information of what would be picked up, and mailing them to all residents. Mrs. Rehl informed the Board that they had received four responses in the bidding process, but BFI and Laidlaw dropped out of the running. With C. B. Trucking, they were able to negotiate for them to provide additional services such as manning the recycling center, picking up white goods and car batteries, containers for corrugated cardboard for the schools, 2 yard waste pickups a year, with bids of \$71,950 the 1st year, \$74,400 the 2nd year, and \$76,850 the 3rd year. After more review and research, Mrs. Rehl said the Board of Health voted to recommend to the Selectmen that the Town contract with C. B. Trucking for curbside recycling services, and Waste Management for curbside trash services. Mrs. Rozanski made a motion to accept and go along with the recommendation of the Board of Health; Mr. Henry seconded; all aye.

Mr. Collum wanted to note for the record all the hard work and long hours Mrs. Rehl and Mrs. Riera put into both efforts, as well as the extra negotiating that needed to be done to be able to use C. B. Trucking and get the extra services, as well as using Waste Management. Mrs. Rehl felt a letter from the Selectmen's Office was appropriate to both companies; the Board agreed. Mrs. Rehl also discussed with the Board various sandwich board signs they wanted to place in town to advertise the new programs being instituted in July. Mr. Dziczek suggested that they go to the Building Inspector for denial of the signs; then it would come back to the Board with his recommendation.

Mrs. Rozanski suggested getting prior approval for where the signs would be located.

- Both Boards discussed the animal control officer situation. Mrs. Rozanski asked if the Board of Health was interested in taking over the responsibility for that position. Mrs. Rehl, for one, felt she needed more information. When the Board of Health was asked if they were interested in regionalizing, they all agreed they were. Mr. Dziczek said the Selectmen do not want to pass on this position, if accepted, until all problems have been resolved.

Mr. Collum suggested the Plumbing Inspector be paid through the Selectmen's office instead of the Board of Health. Mrs. Rozanski made a motion to transfer the Plumbing Inspector position, including the appointment, to the Board of Selectmen; Mr. Henry seconded; all aye. It was noted, however, that the Plumbing Inspector is under the Board of Health's FY'95 budget, which would mean a transfer at the next special town meeting. Mr. Henry made note that the animal control officer's salary and expenses would also have to be transferred at the special if the position ends up under the Board of Health. Mrs. Rehl did want to know where Millis stood on hiring for animal control. Mrs. Allen was asked to contact the Town Administrator of Millis, Charles Aspinwall, and set up a meeting to acquire further information. It is hoped this can be settled prior to the next special town meeting.

- Mrs. Rehl informed the Board that there has been \$80,000-\$90,000 carried forward for several years in the solid waste account. Mr. Henry asked how this could be done year after year, and Mrs. Allen stated that what was done before was done illegally for 2-3 years; that was why the money was not transferred into the general revenue, but the DOR still certifies our free cash. Mrs. Rehl also suggested looking into a hazardous waste collection day with some of that money. She stated she and Mrs. Riera would be willing to get this done by issuing an RFP. Mrs. Cassidy said this had not been discussed by their Board yet, and wanted more time to talk about it, and the Selectmen also wanted more information as well. Mrs. Rozanski said that to transfer some money from the Board of Health solid waste account to Hazardous Waste would need an article on the special town meeting warrant; as well as transferring the balance to the general fund. Mr. Dziczek asked the Board of Health to decide what is legal and acceptable, and then the Board of Selectmen would talk to the FinCom jointly.

Mrs. Rehl asked about review of the solid waste contract and indicated that Town Counsel was on vacation; so how does it get reviewed. Mr. Henry was annoyed that the Board was not notified as to his absence and no one designated to fill in for him. He made a motion to ask Mrs. Allen to contact someone who could act as Assistant Town Counsel to review the contract in his absence if he has not returned by June 6th and to take any cost incurred for that review out of the Law budget; Mrs. Rozanski seconded; all aye. Mr. Henry then made a motion to give Mrs. Allen the authority to choose between William Carroll and Greg Barnes as Assistant Town Counsel; Mrs. Rozanski seconded; all aye.

- Kellie Cassidy expressed gratitude to the Highway Department for all the work they did in chipping at the Recycling Center with the tub grinder, especially Diarmuid Higgins, George Cole and Bob Power.

- 9:50 - Bob Brothers advised Mrs. Allen that the individuals doing the general analysis would be coming to begin their work on June 1st. Mrs. Rozanski informed the Board it was determined from a meeting held that day that it should take two people 160 hours or about \$7,000 to complete the work. Frank Burke from the DOR will stay involved in the project, although he seems to have different ideas as to what should be done from others. Marge Sanford feels they should draw the line and go forward. Mr. Burke feels that we should go find the \$300,000-400,000 difference that may exist between the Treasurer and the Accountant, but some source documents cannot be found, there is no cash ledger for 1992, and that difference may not be able to be discovered. Mrs. Rozanski informed the Board that they tried to come up with a scope that will touch both areas, and recommended that they hire Mary Trueblood, begin with Mr. Burke's plan, do the trial balance, and begin working on the FY'93 audit. It was noted that for the FY'91 audit, they were off by \$14,000. Mrs. Rozanski advised the Board that the Audit Committee believes the auditors will disclaim the FY'92 audit. Mrs. Allen asked that Mrs. Rozanski retrieve the original general analysis bid of Mary Trueblood that was given to the Chairman of the Audit Committee as the office has no copy of any such bid. Mr. Henry asked about missing money, but Mrs. Rozanski stated that the DOR believes there is money missing, but they don't know if it can be proven. Mr. Henry commented, "those that screwed up owe the town restitution and should be demanded for correcting the records". He also stated that now the cost for the auditing is \$42,000, and we still need to go out to bid for the FY'93 and FY'94 audits, and since Cicoria

disclaims the FY'92 audit, that is it for them. Mr. Henry made a motion to hire Mary Trueblood to complete the pre-auditing work directed by the Board of Selectmen relative to the Treasurer/Collector issue; Mrs. Rozanski seconded; all aye.

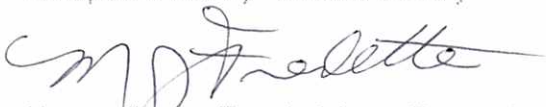
- Mrs. Rozanski stated that signs have been put up near the Fire Station on Summer Street for no illegal dumping. Chief Vinton questioned if the Board was asking that there be no more filling done. Mrs. Rozanski asked Mrs. Allen to send a letter to the Chief telling him to cease and desist of filling, to just do the finish grading, and to advise the Board of Selectmen of his progress; Mr. Henry seconded; all aye.
- Mrs. Rozanski brought up Officer Boyan. Mr. Dziczek confirmed that he was being investigated by the District Attorney's office, but that his family is supporting him. Since Mr. Dziczek has been talking to Chief Lambirth all along and is his liaison, he felt he should be the only Selectman to talk to him so there weren't too many conversations going around. He did ask for a report from the Chief.
- Mr. Dziczek brought up the letter sent by the District Attorney stating that no information or report would be forthcoming from them since the Grand Jury had gotten involved. Mr. Dziczek said he still would follow up on that.
- Mrs. Rozanski informed the Board that Boston Edison would be taking care of the transformer at the high school once school is out, and any costs incurred would be taken out of the school department's budget.
- Mrs. Rozanski brought up the open meeting law, and clarified that workshops can be observed, but you do not have to taken comments from audience members after you have stated the purpose of the workshop. Mr. Dziczek suggested having former selectmen and town officials informally to his house to see if they would like to be involved in various projects around town.
- Mr. Dziczek asked that the Board members let the office know of their vacation schedules.
- Mr. Henry made a motion that there be a Special Town Meeting on June 27th; Mrs. Rozanski seconded; all aye.
- Mr. Henry made a motion that the warrant for the Special Town Meeting be opened this evening; Mrs. Rozanski seconded; all aye.

- Mr. Henry made a motion that the warrant for the Special Town Meeting be closed on June 3rd; Mrs. Rozanski seconded; all aye.
- Mrs. Allen brought up the subject of a summer schedule for the Selectmen, but Mr. Dziczek asked that it be deferred until another meeting.
- Mr. Henry brought up the liaisons list to the Selectmen and asked that it be reviewed. This was done and it will be retyped and distributed.
- Ed Duggan's letter referring to the drainage problem on Fisher Street was brought up, and Mrs. Allen told the Board it was on the list of "things to do".
- Mrs. Allen brought up the bid received on the Torrent Fire Station. Mr. Henry stated it was assessed for \$95,000 and ~~appraised for \$40,000~~, and therefore, felt it should not be sold for the \$15,000 bid received. The Board members decided to think about this a bit more.
- Mrs. Allen brought up Mark Flaherty's letter on water surplus, but Mr. Henry wondered why it did not come from the Water/Sewer Commissioners and said he would talk to the Commissioners further to get clarification. No action was taken at this time.
- Mrs. Allen presented to the Board an emergency transfer for Fire Department protective clothing and EMS ambulance salaries. Mrs. Rozanski made a motion to recommend that the Fire Department go to the FinCom for an emergency transfer of \$3,323 for protective clothing as unforeseen expense; Mr. Henry seconded; all aye. Mrs. Rozanski made a motion to recommend that EMS go to the FinCom for an emergency transfer for part time salaries for \$5,000; Mr. Henry seconded; all aye.
- There was various correspondence received for FYI for the Board.
- Mrs. Allen brought up Sgt. Tingley's letter indicating he had found Auto Exchange in violation for a second time in 6 months in the number of cars for sale on his property. Mrs. Rozanski requested Mrs. Allen write a letter to Auto Exchange advising they are in violation of their Class II license, that the Board has made an appointment for him, and his presence was required to discuss potential ramifications of his license.

- Mrs. Allen advised the Board that a Cable Advisory Committee for the renewal of the cable contract should be started up. The Board agreed we should advertise.
- Mr. Dziczek asked Mrs. Allen to check and make sure that the Department of Education correspondence the Selectmen receive is also received by the School Department.
- The Board wanted to be reminded to follow up on Ed Duggan's request to repair the drainage on Fisher Street at the next meeting.
- A thank you letter from Fran Donovan as Good Government Association's citizen of the year was acknowledged.
- Acknowledgment was made of a letter from the Mass. Department of Revenue and a MMA legislative bulletin indicating teacher's retirement estimates of increased pension costs are higher than earlier estimates.
- The parade schedule was noted.
- Medway Cable Access has advised that the Selectmen's meetings will be going live on June 6th.
- The MMA Health Care Workshop in Springfield on June 24th was noted. •
- Mr. Henry asked Mr. Dziczek for a copy of his notes on what he feels should be priorities for the Selectmen this coming year for both him and Mrs. Rozanski. Mr. Dziczek, in turn, asked them both to write up their priorities.
- With further reference to his master plan, Mr. Dziczek said he would like to gather data from the Town Clerk, the Police Department, the Town Hall, Planning Board, ZBA, etc. He would like to put together a growth curve showing where Medway was five years ago, where it is now, where it will be in five years, etc.
- The Board briefly discussed the proposed new school and when funds will be released for building.

11:30- The meeting was adjourned.

Respectfully submitted,



Mary Jean Fredette, Secretary

*approved as amended 6/6/94*

mj



## BOARD OF SELECTMEN

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

### AGENDA

MAY 16, 1994

- 7:00 p.m. - Open meeting, sign warrants, approve minutes of  
5-2-94 and 5-9-94 meetings.
- 7:00 - Open bids for Ledger Analysis.  
*7:03 - M. Sanford - notes to be signed.*  
*7:04 - M. Sanford - John D. McGovern retirement.*  
7:05 - Joe O'Hara  
re: complaint about Administrative Assistant and  
Selectmen Secretary.
- -new business.
- -old business.
- 7:45 - Open bids for "DARE" Van.
- 8:00 - Center Street residents.  
re: their concerns.

Present: Joseph Dziczek, Raphaela Rozanski, Lee Henry, and Secretary Mary Jean Fredette. Administrative Assistant Ruth Allen was absent.

7:07 p.m.-The Secretary called the meeting to order and mentioned that the first order of business was reorganization and asked for nominations for Chairman. Mrs. Rozanski nominated Mr. Dziczek; Mr. Henry seconded; all aye. Mr. Dziczek was elected Chairman. The Secretary asked for nominations for Clerk. Mr. Henry nominated Mrs. Rozanski; Mr. Dziczek seconded; all aye. Mrs. Rozanski was elected Clerk. All nominations were closed and reorganization was completed.

- Mr. Dziczek mentioned that Officer Peter Bates was in the hospital and asked that a card be sent to him.
- Mrs. Rozanski amended the agenda to include Mary O'Leary on the agenda after the Treasurer/Collector.
- The warrants were signed.

7:10 - Mrs. Rozanski read the ad that appeared in the Milford Daily News for someone to do a ledger analysis. Mrs. Rozanski opened the one bid that was received from Mary Trueblood of Wayland. She gave a bid of \$45/hour; the scope of the project to be discussed further with the Audit Committee. Mrs. Rozanski made a motion to turn the bid over to the Audit Committee for their recommendation; Mr. Henry seconded; all aye.

7:12 - Treasurer/Collector Marge Sanford came before the Board with notes for them to sign in anticipation of borrowing for bonding for the new school. Shawmut Bank gave the town 3.88% for \$400,000 for one year. There were 12 separate notes (4 at \$50,000 each and 8 at \$25,000 each, numbered 921-1 through 921-12). The Board signed the notes and Town Clerk Maryjane White also signed the notes and then affixed the town seal.

7:20 - Mary O'Leary came before the Board to mention that John McGovern was retiring as principal of the North School after being there for 32 years. She stated that the retirement party has been scheduled for June 15th, and asked the Board for a proclamation and to declare June 15th John D. McGovern Day. The Board gave their approval.

7:22 - Joe O'Hara came before the Board with a complaint about the Administrative Assistant and the Secretary. He was annoyed that he had not been called and told Mrs. Allen would not be here this evening. He also stated he had



been waiting for an apology and now was irritated he hadn't received one. Mrs. Rozanski suggested meeting with her and Mr. Henry to discuss this further during the week when Mrs. Allen could be present. This was agreed. Mr. O'Hara said he called on April 11th about the lack of street sweeping; and then called the next day about some damage to neighbors' lawns from snow plowing, and didn't like the way he was treated. Mr. O'Hara said he just wanted to clear the air, and see if there is a problem. Mrs. Rozanski would contact him with a time, possibly for Tuesday afternoon.

7:30 - Mrs. Rozanski mentioned that some boards were not sure of the non-criminal disposition by-law and how fines should be applied. She indicated Joanne Jacobs and Jane Lanzoni might like to work as a sub-committee for the Selectmen and continue the work they started. Mr. Dziczek agreed that a system needs to be set up. Mrs. Rozanski said they were originally working on limiting the use of tobacco and now has been expanded. Violations should probably be on a single ticket, but the Board of Health may feel they should have their own. Mr. Dziczek felt the collecting of fines also needed to be discussed. Mrs. Rozanski asked that Mrs. Allen contact Mrs. Jacobs and Mrs. Lanzoni about continuing on the sub-committee, that the Selectmen would reappoint them, and that they would be advising them of their findings.

- Mrs. Rozanski brought up petition #94-4 from New England Telephone, which did not require a public hearing. Mr. Henry asked for more information as to what was going on in that area and why was it necessary to move the pole. Mr. Henry made a motion that the petition be deferred until next week pending more information; Mrs. Rozanski seconded; all aye.

- Mrs. Rozanski made a motion to reappoint Florence Mucci to the Board of Registrars through April 1, 1997; Mr. Henry seconded; all aye.

- Mrs. Rozanski made a motion to reappoint Randall Whiting to the Medway Cultural Council through March 23, 1996; Mr. Henry seconded; all aye.

- Mrs. Rozanski made a motion to approve the Selectmen's minutes of May 2nd and May 9th; Mr. Henry seconded; all aye.

7:45 - Mrs. Rozanski read the ad that appeared in the Milford Daily News for bids for the DARE van; however, none were received. Selectmen can now dispose of it if they wish.

- Mrs. Rozanski stated that Al Koch is no longer a registered voter and cannot serve on the Planning Board. Mrs. Rozanski said she was disappointed that the vacancy could not have been on the ballot but would have to be advertised. A tentative joint meeting between the Planning Board and the Selectmen to fill the vacancy has been set up for June 6th.

7:50 - The Board received an offer for the Torrent Fire Station and Mrs. Rozanski opened the sealed bid, which was an offer to purchase dated March 11, 1994 from Mary Ellen Lavenberg for \$15,000. The Board said they would take the bid under advisement, and Mrs. Rozanski asked that Mrs. Allen call Town Counsel to see if it should be on the next special town meeting warrant, and what is the length of time we have to respond back on the offer. Mrs. Lavenberg, who was present, said it has been listed with MLS, and an offer was made as well on the Cole Library.

- The Board had documentation to be signed for the transfer of James Mill from permanent intermittent patrolman in Medway to the Franklin Police Department as a patrolman. Mrs. Rozanski made a motion that the Board approve the transfer of James Mill from Medway to Franklin; Mr. Henry seconded; all aye.

8:00 - Center Street area residents came before the Board to discuss their concerns as to where the parking lots would be situated for the new proposed school. Bob Dubovsky and Len Scholl expressed most of the feelings of the residents.

Mr. Dubovsky felt the overall plan had not been well-thought out and safety issues resolved. He noted that the school building committee has said that they are to "only build the building"; access to the building is not their concern. The residents were not opposed to the new school but opposed to the idea that safe access was not thought out. Their idea was to let the plan go into the State, but with the option of amending the plan so the primary access could be figured out more, possibly from Holliston Street. He stated that if this street was used, the other streets might not have to be touched other than for adding sidewalks. He indicated on the plan what their suggested traffic flow should be, and to institute it now for a trial basis to see how it would work.

The committee asked that the Board work with them for support of the article for the special town meeting and to ask town counsel to assist them so the application

can be amended for access for safety. The committee indicated that they were the ones who got the police chief, fire chief and safety officer involved in the first place.

Mr. Henry brought up his concern of drainage, and where was it going, as there was a great deal of standing water there. Mr. Aulenbach indicated that the site plan as shown had already been submitted to the State. Richard Kenney, who was present from the school building committee, was not sure about this.

Mr. Scholl said that school building committee has indicated that no formal traffic study was done - that was not their responsibility. He also said that no formal safety study was done - that was not their responsibility. He stated that the effect on nearby homeowners was also not their responsibility; therefore, the committee could not function as a full committee as they could not get to all aspects and now it should become a town issue. Mr. Scholl said they do not want to jeopardize the school or remove its place in the standing, but problems have to be resolved. He indicated that everyone feels the Holliston Street railroad bed access would be the best solution (including Town Counsel, Safety Officer and both Chiefs). He also felt a master plan for field use using Kelley Street and tying in behind the Burke School should also be thought about in the future. Mr. Aulenbach seemed to indicate that the railroad bed was 100 ft. wide according to the Assessors maps.

Marty Slotnick said it made sense to have all the parking lots in one area for easier snow removal. Mr. Dubovsky noted that if Center, Legion, etc. were used during the construction stage, it would be hindering traffic, whereas using the railroad bed would not interfere at all. Mr. Kenney said they were advised they could not use the railroad bed because of litigation, but if it could be used, he felt the committee would go along with its use.

Mr. Dziczek mentioned that he gave Mr. Scholl permission to approach Town Counsel to inquire about this litigation and the railroad bed. Mr. Scholl gave the Board copies of his notes of this conversation (attached). It was mentioned that the abutters have to give up all rights to the railroad bed, and how long do we wait for this to be resolved. It might be worth the risk with the abutters to bring the matter to a close. Mrs. Rozanski mentioned that taking care of the abutters near the school will impact the issue of other abutters

of the railroad bed. Mr. Scholl said he was aware of extra costs to fix up these streets, but the town has to get involved in the decision. Mrs. Rozanski wondered if the SBAB needed a report for safe access; but, Mr. Kenney was not sure, possibly only a statement is needed.

Again, Mr. Scholl asked that the Board take the articles for the special town meeting so that they can amend the application for submittal of the plans by June 1st to include Holliston Street for the access; and if this cannot be done, then to pull the application until the issues can be resolved. Mr. Dziczek said the Board would look into it.

Mr. Aulenbach noted land could still be taken by eminent domain. Mr. Dubovsky mentioned making changes in the direction of traffic patterns now when there is only 400 kids rather than wait for when we have 1,000. He also suggested we get any fill we need now, not later. He thought the Highway Department could supervise the paving and compacting of the road area.

Ed Reardon mentioned a friendly approach to abutters, asking them if they would sell and for how much. Mrs. Rozanski said they could direct Town Counsel to see if the matter can be settled; however, there is a cost factor to develop the road (under 1,000 ft.) and the town will have to approve the funds and maybe an override. It was hoped much of the work could be done in house; and, who was paying the back taxes on the property anyway. Robin Gelbwachs thought we couldn't do anything other than petition the land court. Mr. Henry questioned the parking lots, and was informed that both lots (near Center Street and the railroad bed) were on the plan that is to be submitted.

A question on what can be amended was brought up. Mrs. Rozanski felt that the building committee can amend the application if it doesn't change the scope of the plan, and that it wouldn't go to the bottom of the list, although it could delay the time sequence a little.

Mr. Dziczek said he would go to the school building committee meeting on Tuesday and present the articles, but the Board of Selectmen have the final decision if the articles should go on a town meeting warrant. Mrs. Rozanski also told them that 100 registered voters' signatures will get an article on a warrant automatically. She also stated that there is due process to follow, as at the special town meeting that was held the town voted 2 to 1 to approve it, and at the

election that was held, the residents by ballot voted to approve it, even though only about 9% out of 17% voted for it. Mr. Slotnick now felt it was time to reach the other 83% of the town on this issue.

Mr. Scholl expressed his concern that there is no guarantee in writing to suggest that the town is going to be seriously considered; we are just pushing for the June 1st deadline. Mr. Dubovsky felt the people voted in favor of the need for a school, not taking into consideration other issues which were pushed aside. Mr. Henry agreed that you have to consider all of the impact. Mr. Scholl wondered if they could delay sending in the application to the State Government Services. He also mentioned there are no formal minutes that he has received yet, and Mrs. Rozanski informed him they have 10 days to respond to his request. Mr. Kenney mentioned that Chuck Gallo is the one who takes the minutes.

Mrs. Rozanski mentioned that the access road is part of a bigger issue, and possibly Norfolk County Engineers can help out, but it is going to cost money to make all the improvements that had been outlined.

The committee appreciated the Board's input.

10:45-

Mrs. Rozanski went over some of the correspondence that had been received.

- The Memorial Day parade was brought up, and Mr. Dziczek said he would speak at the ceremonies.
- The June 11th walk/run at the Fatima Shrine was mentioned.
- Mark Flaherty's letter to the Board was noted, but it will be discussed at the next meeting.
- Mrs. Rozanski mentioned the two additional animal complaints that had come in, and noted that it was the continuing problem of a lack of response within a reasonable amount of time. The Board acknowledged the information obtained by sharing with Millis. It was suggested that the animal control officer be under the Board of Health, and Mrs. Rozanski noted that both Mr. Collum and Mrs. Rehl thought that was a good thought. Mr. Dziczek said before it got passed on, that all the problems have to be ironed out.
- An invitation to the joint installation of officers for the VFW and Auxillary for May 21st was noted. Each of

the members said they would respond to the invite.

- An invitation from the MAPC for a reception on May 25th at the World Trade Center was noted. The Board will think about attending this.
- A letter from the EOCD on handicap access was acknowledged, and Mrs. Rozanski asked that a copy of the letter be sent to the Town Hall Study Committee.
- A letter and estimated costs from the DEP on the new Title V was noted.
- A meeting to be held on June 11th with the Charles River Watershed Association was noted.
- Ed Reardon's letter to the Town Clerk on brochures being given out at town meeting, with a copy to the Board, was noted. Mr. Reardon has since spoken to the Town Moderator about this, but his suggestion of having a separate area for brochures away from the Registrar's table was a good one. Mr. Dziczek asked that Mrs. Allen write to the Town Clerk suggesting the separate tables for future town meetings.
- Mrs. Rozanski noted for the record that the Foehls of Pine Needle Drive had cancelled their appointment this evening with the Board on the dog complaint.
- Mrs. Rozanski noted the SWAP meeting being held on May 19th, and said she would attend.
- Mrs. Rozanski noted the letter from Mass. Highway's Peter Donahue concerning the approval of Chapter 90 monies for the Shaw Street Bridge for approximately \$40,000.
- The Board was told that the tub grinder at the recycling center was in operation that day.
- The letter from Group Benefits Strategies was noted which included the new rates for Blue Cross/Blue Shield, Pilgrim and Medex.
- Letters from Town Accountant Bob Brothers to Town Counsel and the Treasurer/Collector were noted on funding for the new school. It was felt that the letter to the Treasurer on a \$12,798.50 invoice was answered by it appearing on the warrant this evening. The letter to Town Counsel did pose a good question since \$500,000 has been appropriated, but two tasks for \$352,000 and \$168,000 total \$520,000, where does the other \$20,000

come from? This prompted Mr. Henry to ask if the Board of Selectmen are supposed to sign all contracts. It was felt only those contracts under the Board's jurisdiction need to be signed by the Board.

- The Assessor's letter on the mapping update was noted.
  - Letters from Norfolk County Advisory Board were noted, with reference to the regional lock-up study committee, and the state takeover of the old jail.
  - Letters from the County Commissioners were noted, with reference to the public hearing being held on their budget, and asking for help against the attempt to expropriate the old jail.
  - A copy of a letter from Chief Lambirth to the Permanent School Building Committee concerning parking was noted.
  - The "cable day" to be held on June 4th was acknowledged and Mr. Henry and Mrs. Rozanski said they would probably attend.
  - Mrs. Rozanski mentioned the conversation she had earlier in the evening with the Audit Committee. She said she would be going back to Bob Brothers, asking him to make the preparation for the ledger analysis a priority, so that the people working on the analysis are ready to come in.
  - Mrs. Rozanski expressed the opinion that maybe people that are paid appointments should have their positions advertised when they are up for reappointment.
- Both Mr. Henry and Mrs. Rozanski felt there should be a systematic evaluation of personnel. In addition, Mr. Henry felt there should be periodic staff meetings.
- Mrs. Rozanski mentioned that she had called Mr. Fitzhenry of the U. S. Dept. of Commerce's Economic Development Commission to follow up on requests from Dick Parrella and John Dronzek on the Alder Street project. She also called Peter Blute's office and asked if there were any grants, and she was advised there are no grants, there never were.

11:55- The meeting was adjourned.

Respectfully submitted,

*Mary Jean Fredette*  
Mary Jean Fredette, Secretary

mj

*Reviewed  
5/23/94*

file

**To:** Center Street Neighborhood  
**From:** Len Scholl, S-255  
**Date:** May 3, 1994  
**Subject:** Telephone discussion with Medway town counsel Attorney Maciolek

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The following is a summary of my telephone conversation with Attorney Maciolek between 2:00 and 2:30 this afternoon.

#### **Linear Parkway**

1. Around 1860s, the state legislature authorized Conrail (or Penn Central) Railroad Company to take land between Millis and Bellingham (known as the linear parkway) via easement or outright purchase for the purpose of building a railroad.
2. The railroad company subsequently abandoned the railroad in the 1960s.
3. In 1984 the town of Medway paid approximately \$80,000 to the railroad company for the railroad rights between Millis and Bellingham. The town believes this purchase included the linear parkway which represents some 50 feet in width but does vary along its length. Atty. Maciolek was not involved with the town at that time and has inherited the issue.
4. In May, 1991 an attorney acting on behalf of the linear parkway abutters filed a suit against the town of Medway claiming that since the railroad abandoned the easement in the 60s, the ownership should revert back to the original owners (i.e. the abutters). However, records of the original transaction(s) and deeds are vague at best and it is unknown who was paid, etc. In particular, the area between Holliston Street and School property is very vague. The abutters therefore are claiming they own up to the center of the linear parkway, not to the edge of the 50' easement. The town of Medway claims it owns the land by virtue of its purchase in 1984. Requesting an immediate action in their favor, the Boston Land Court denied the abutters' request.
5. In February, 1992 the attorney for the abutters attempted to establish a class action status on behalf of all abutters and sought a court judgment without a trial. Their request was denied and no further action has been taken since.
6. Attorney Maciolek says that the abutters attorney realizes he has a real struggle to prove his case and believes the best approach is to wait it out, since the town has no money to build on the linear park anyway. He says that taking the land by eminent domain is not an alternative. He also believes the case will be resolved within a couple of years but he must receive word from the abutters that they "give up" first.
7. At the end of Legion Avenue (on the right), there is an approved "paper" street not on the easement which the town approved. The abutters claim that since the town approved the street, it is responsible for building it. The town believes (consistent with normal construction practice) that the owners/developers are responsible for building the road.



### **School Land and Parking**

1. Attorney Maciolek understands the Center Street Neighborhood issue and believes the best approach for school traffic and parking is to come in off Holliston Street because it "makes sense" and because Legion, Cole, Cassidy Lane and Center Street are too small to handle the traffic.
2. Attorney Maciolek also said that to put the town in a position of having to dissolve the case prematurely might cause the case to go against the town. He would not be in favor of resolving it in this manner.
3. Attorney Maciolek does however agree that planning for a positive dissolution to the case is reasonable by increasing parking behind the Burke School (along the linear parkway) and simply integrating it into a Holliston Street ingress road in the future.

I want to say that Attorney Maciolek spent thirty minutes with me on the phone this afternoon and was considerate of our concerns.

file

## PROPOSED PETITION

We the undersigned registered voters of Medway appeal to our Selectmen to call for a Special Town Meeting to address several serious problems that have developed regarding the proposed new school. It is inconceivable that we authorize a school building committee the authority to develop plans for a proposed TEN MILLION DOLLAR new school and not the means for a safe access to the school for our children. To quote the Chairman of the Permanent School Building Committee " we were chartered only to build a school". The following items must be addressed for the protection of our children and to safeguard our long term investment:

### PROBLEM #

1. The existing access roads to this site (Legion Ave., Cassidy Lane, Lovers' Lane, Cole Ave. and Prospect Street) are already inadequate to serve the existing school. To increase students an additional 600 along with an increase in teachers and staff will bring an existing serious condition to a critical safety stage.

We, the residents of this community brought this issue to the attention of the school building committee when the plan for this school was first presented several years ago. We more recently renewed our efforts at several meetings for this issue held at the Burke School earlier this year and at the Town meeting requesting approval to submit this plan to the State for consideration. Each time we received the same information as quoted above.

We, the concerned residents, requested the input of the Police and Fire Chief and that of the Traffic Safety Officer since the Building Committee did not have the forethought or authority to look into these issues to protect our children or the safeguard of the Medway taxpayer's long term investment into the community.

Both the Police and Fire Chief and the Traffic Safety Officer had expressed serious concerns relative to the lack of adequate access to this school given the fact that the existing access is already inadequate for the existing school use. In addition, at special school functions where parking is full to capacity, people park on both sides of the road. This presents a serious problem for fire truck and other emergency vehicle access to the school or abutter in need of emergency services.

2. The Permanent School Building Committee overstepped their quoted responsibilities stated above by proposing a parking lot on Center Street which appears to be for the use of the new school soccer fields and not for the direct parking of the new school. They have presented this item relative to the proposed new school but during subsequent meetings they have stated that it was also to be used for the new fields. It is more cost effective to have all parking in a central location to both the schools and the playing fields, provided of course that there is a safe means of access to this area. From a construction cost and maintenance cost point of view, it is more desirable. This ill conceived parking plan for Center Street is inadequate for the proposed new school, inadequate for the long term field parking, inadequate for school parking, a waste of taxpayer funds, a great and needless inconvenience to Center Street residents and a possible safety issue needlessly created.
3. The Permanent School Building Committee has presented different plans at several previous meetings. The changes involved playing fields, parking issues and minor building changes. The committee has confused the community since we still don't know what the final plan is to be. Since the variables have changed, all previous meetings should be voided since many residents have false or misleading information on which to base their vote. We cannot give the Permanent School Building Committee a blank check for this project at the taxpayers expense especially when serious safety issues are increased by their actions or by their apparently limited scope of responsibilities. We the Medway, the taxpayers, will have to pay additional funds in order to resolve the problems created by this Permanent School Building Committee's proposed new school at a later date if the SERIOUS PROBLEMS are not resolved now.

RECOMMENDATION OF THE COMMUNITY RESIDENTS TO RESOLVE THIS PROBLEM:

In order to:

- (A) Protect our children,
- (B) Safeguard the Medway taxpayers' TEN MILLION DOLLAR investment
- (C) Provide long term planing for the maximum utilization of parking for both the proposed new school as well as parking for school activities, functions and sports activities of all fields ( high school and elementary school)
- (D) Remove a needless burden to Center Street residents
- (E) Remove a serious existing access problem to this school which not only is a safety concern for our children but a burden for the residents of the streets currently used by buses and other vehicles
- (F) And finally to provide a minimal amount of disruption due to

the construction of the proposed new school to the school day activities, safety of school children, and direct abutter and residents of the community caused by heavy trucks and excavation equipment

WE THE CONCERNED MEDWAY RESIDENTS MAKE THE FOLLOWING RECOMMENDATION WHICH WE BELIEVE WILL REMOVE ALL OF THE PROBLEM ITEMS REVIEWED :

PRIMARY OPTION:

(A) A direct access off Holliston Street using the abandoned railroad bed would solve all of the concerns listed above. A bonus to the community would additionally be that Lovers' Lane 90 degree curve could be eliminated by either a dead end at the curve or at minimum a one way designated area from the curve to the Lover's Lane intersection with Cassidy Lane. Further details are to be presented at the Selectmen's meeting requested by Mr. Dubovsky acting on behalf of the concerned abutter and residents.

Any fill needed for the railroad bed could come from either the excavation from the new school or from the railroad banks. In addition, residential developers in the area would love to dump their fill for new homes excavation locally to cut their cost.

NOTE: Any increased cost for this option could be reduced by deleting the parking area, sidewalks, drainage etc. currently proposed for Center Street and apply this money to where it will best serve the long term community needs.

Putting the main access to the school and parking area from Holliston Street / Lovers Lane to the back of Burke School, will minimizes the impact to abutters and their property values since the parking area is hidden between two schools and their playing fields. It of course provides better access to these same fields and schools during special functions as well as reduce the noise level in the area. For example during town meetings at the school auditorium when the existing parking is filled and access is a problem, this new parking area and access will further aid this situation at minimal cost and increased safety.

SECONDARY OPTION:

(B) A direct access from the Kelly Street lot following the edge of the baseball fields / woods down to Burke School and out the railroad bed to Holliston / Lovers Lane area would alleviate some congestion currently experienced on Kelly Street at various times of the day and would also provide a benefit for both the High School, Middle School and Elementary school as well as the soccer and baseball fields existing and proposed. While this is a more expensive option, it could serve as the future goal and be tied into the primary option (A) desired.

**THIRD OPTION:**

Since Legion Street and Cole Ave. cannot be widened without taking land from property owners OPTION (A) is more cost effective and realistic.

Since a one way street designation may offer some aid but is not in the overall goal for the community regarding playground field usage and combined school usage of access and parking, OPTION (A) is most desirable.

**(C) Should no action be taken by the selectmen to support:**

- 1. Safety issues addressed by residents and abutter**
- 2. A failure to act to protect Medway taxpayer's long term investment of TEN MILLION DOLLARS,**
- 3. A failure to promote long term goals and objectives to minimize taxpayer expenses by utilizing parking, access roads etc. to serve more than one school or one field or one activity it is our duty to request that the Proposed New School Application be withdrawn from State consideration until a new carefully thought out plan be developed encompassing all the issues discussed.**

As concerned residents of Medway, we recognize the needs for a new school to support the projected increased enrollments. We also support the efforts of the local officials in obtaining this school but if the issues addressed are not resolved it will create a increased safety concern and a waste of funds which will require additional taxpayer funds to resolve.

Jee

SPECIAL TOWN METING ARTICLES PROPOSED

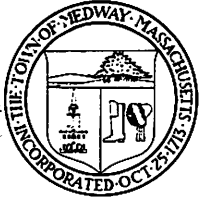
ARTICLE 1

We, the concerned residents / voters of Medway vote to amend the New School Proposal to be sent to the State in favor of a direct access and parking area utilizing the abandoned railroad bed area between Burke School and the High School. We favor a Holliston Street / Lover's Lane Plan allowing direct access for buses and vehicles.

or

ARTICLE 2

The concerned residents / voters of Medway vote to withdraw the proposed new school application to the State until such time that a full and proper all encompassing and long term plan may be assembled that will address safety and taxpayer investment.



## BOARD OF SELECTMEN

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

### AGENDA

May 9, 1994

### MEETING IN ROOM 111 AT THE HIGH SCHOOL

6:30 p.m.      Open meeting, sign warrants,  
approve minutes of 5-2-94 meeting.

Present: Raphaela Rozanski, Lee Henry, Administrative Assistant  
Ruth Allen. Joseph Dziczek was absent.

6:35 p.m. - Mrs. Rozanski called the meeting to order at the Middle/  
High School. Warrants were reviewed, and because of a  
question, will be signed tomorrow.

- Mrs. Rozanski suggested the Selectmen defer re-  
organizing until the next Selectmen's meeting when Mr.  
Dziczek could be present.
- Mrs. Allen gave the Board the renewal insurance rates  
for FY'95 for Pilgrim and Blue Cross, indicating that  
they had both gone down. Mrs. Allen noted that the town  
pays 60% for Blue Cross and 90% for Pilgrim, with the  
employee picking up 40% and 10% respectively. Mr.  
Henry made a motion to accept the new insurance rates  
for FY'95; Mrs. Rozanski seconded; all aye.
- Mrs. Allen mentioned that the Planning Board agent, Mike  
Perrault, had been in the office today after reviewing  
the list of streets the Planning Board had submitted for  
acceptance. He stated that Laurelwood Road and Ferguson  
Street were the only two streets that he felt the town  
should be ready to accept at town meeting. Mrs.  
Rozanski passed this information on to the Finance  
Committee.
- The Board briefly discussed the Selectmen's salary  
budget for FY'95.

6:55 - The meeting was adjourned to the auditorium for the  
Special Town Meeting.

Respectfully submitted,

Mary Jean Fredette, Secretary

mj

*approved*  
*5/16/94*





## **BOARD OF SELECTMEN**

155 VILLAGE STREET  
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### **AGENDA**

**May 2, 1994**

**7:00 p.m.**

**Open meeting, sign warrants,  
approve minutes of 4-25-94 meeting.**

**Chairman Brown's last meeting**

**Old Business**

**New Business**

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

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

- The Secretary's letter to the JCRB, with copies to the Board, was acknowledged.
- A law suit against the Planning Board by Ann Hudson was noted.
- The Board briefly discussed an upcoming meeting of the Audit Committee on Tuesday.
- The Board briefly discussed the school choice funds that have to be voted on to be placed in stabilization.
- Mr. Dziczek made a motion to approve the minutes of April 25th; Mrs. Rozanski seconded; all aye.
- Mr. Brown mentioned that Senator Magnani's office called and Tish had indicated she had spoken to the S.B.A.B. who had stated that when the plans for the new school go into the State, they should be the final ones. Mr. Brown said that the streets are outside the sited area, and the Town would have to improve the sidewalks and the streets. Mrs. Rozanski was still concerned about any changes in the law to the detriment of the town.
- An emergency transfer request form for the extra cost of printing the Annual Town Report was signed by the Board.
- An emergency transfer request form for the extra fees of the Wiring Inspector was signed by the Board.
- The Chapter 90 request for the repairs to the Shaw Street Bridge was signed by the Board.
- The mapping program corrections to the computer system were found and made at no cost to the town. Mrs. Allen told the Board that there is current information available to the town committees from Bob Dewsnap.
- The Board noted the upcoming School Committee meetings.
- Mr. Dziczek wondered if invitations had been sent to the high school sports teams to participate in the Memorial Parade. Col. Matondi is the one to be contacted to pursue those invitations.

- It was noted that Matthew George had resigned from the Capital Improvement Program Committee as the Selectmen's rep.
- Notes from the April SWAP meetings were acknowledged.
- The road inventory prepared by MAPC from Mr. Higgins' book was reviewed. Mr. Higgins will make any necessary corrections and advise MAPC.
- Mr. Brown went over some projects pending. Mr. Higgins indicated that the Planning Board was going to go over the streets for acceptance, and make a recommendation at the town meeting. Mrs. Allen stated that the street acceptances can be done at a Special if not ready in time for the Annual.

Mr. Brown brought up Fisher Street, and indicated to Mr. Higgins that it should have been contracted out. Mr. Higgins realizes this and will be doing the drainage first, and then give it to the Over The Hill group. Mrs. Rozanski asked about a time table, and Mr. Dzikczek wondered if it could be done in the next 30 days - Mr. Higgins said he would try. He also indicated the Planning Board would have to have a public hearing if any trees are to be removed.

Mr. Brown brought up Causeway Street. Mr. Higgins said the Planning Board has to notify the abutters because of Norfolk County coming in to do some engineering.

Mr. Brown mentioned Holliston and Main Streets. Mr. Higgins said they can try and hot top the area.

Mr. Brown brought up the line markings for Holliston Street, and made a sketch of what he was requesting. Mr. Higgins said he will call them on Tuesday. Mr. Brown also mentioned the need for the green arrows on the traffic light on Main Street for left turns. An example of what he was requesting was at Route 16 and Highland Street in Holliston.

Mr. Brown asked that one of the other members of the Board sit down with Mr. Higgins and re-evaluate the priorities of what needs to be done in town.

Mr. Brown stated that the crack sealing done on Winthrop Street was great - very few potholes because of the sealing that was done.

- Mrs. Rozanski asked that Mrs. Allen tell Chief Vinton that the Board needs to see him regarding the debris at

the new fire station, and that we need a report immediately. Mrs. Allen mentioned that the 2 acres of land belongs to the fire station under the debt exclusion and goes along with the building; but she will ask for the interim reports.

- Mrs. Rozanski mentioned that a meeting had been arranged with Charlie Aspinwall and members of a sub-committee from each town interested in re-evaluating the animal control officer situation. She stated they are trying to come to some agreement this coming Saturday at 9 a.m. at the Millis Town Hall. Mrs. Rozanski told Jim Cassidy that the Finance Committee was not recommending an increase in salary/personnel for him, and advised him of the upcoming meeting.
  - Mr. Brown mentioned that another Selectman needs to be the liaison to the JCRB. Mr. Dziczek said he would take that.
  - Mr. Brown also noted that, as Chairman, he needed to designate one of the other Selectmen to be the representative to the Audit Committee through June 30, 1994. He designated Mrs. Rozanski.
  - A plaque was presented to Chairman Brown for his three years on the Board. Refreshments were served and a special large chocolate chip cookie given just to him. Good Luck, Dick!!
  - David Hughes, although not on the agenda, stopped in to complain about the topsoil being moved out of town from the Candlewood subdivision, supposedly without a permit. He was also concerned about wetlands near there. Mrs. Allen mentioned that Mike Perrault, the Planning Board agent, was coming to Medway the next day and would check it out. Mrs. Allen noted that the general by-laws do not specifically state "out-of-town" for soil removal, and that a permit for loam removal is not needed for the preparation of the road.
- Mr. Hughes further said that the Planning Board has stated the subdivision is unbuildable because the road has to be raised 5-1/2 ft. He also stated that no bond money has to be posted until the utilities are put in.
- Mr. Hughes indicated that no agreement has been reached between Marvin Development's attorney and his attorney. Mrs. Allen said she would ask Chris McNeillie of the Conservation Commission to check for wetlands.

Mr. Hughes presented the Board with a letter updating

them on the situation as it has progressed thus far, copies of which he also gave to the Planning Board and the Conservation Commission.

- Mr. Brown gave a few last comments:

He suggested the Board try and set up a mechanism of what needs to be done, categorize them, and do not remove them from the "to do" list until they have been completed. He suggested they also categorize by group, such as highway, planning board, legal, etc. - things do get lost.

He suggested setting some time aside at the beginning of meetings to follow up on certain items that may be fresh in their minds, rather than go through a couple of hours of an agenda, and then try to remember what they were.

Mr. Brown also suggested that when someone comes in with a complaint or concern, to try and hear the other side - if possible, at the same time - and to not make a decision until both sides have been heard. Also, to find out ahead of time for the agenda what an individual's concern is, so it is known exactly why that person is coming before the Board.

He also suggested if the Board has any comments that may be printed in the newspapers, to put it in writing so the comments can be accurate.

The other two Board members' comments:

Mrs. Rozanski said she would like to have departments in more often. She also thought it would be good for the Selectmen to have office hours, but Mr. Brown said he tried it and it didn't work. Mr. Dziczek thought about having representation in the precincts. Mrs. Rozanski also thought we should set a deadline for the agenda, say the Thursday before, and if someone is not on the agenda and still wants to see the Selectmen, they could just meet unofficially at 6:30. Mr. Dziczek thought they could meet periodically, maybe on Saturdays, with say, the FinCom.

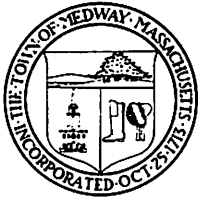
9:00 - The meeting was adjourned.

Respectfully submitted,

  
Mary Jean Fredette, Secretary

mj





## BOARD OF SELECTMEN

155 VILLAGE STREET  
MEDWAY, MASSACHUSETTS 02053  
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### REVISED AGENDA

April 25, 1994

- 7:00 p.m. Open meeting, sign warrants,  
approve minutes of 4-11-94 and  
4-19-94 meetings.
- 7:01 Terri Scholl and Brian Aulenbach  
re: delivery of letter regarding  
meeting of School Building Comm.
- 7:05 Peter Donahue, Mass. DPW and  
Ron Wasnewsky re: Walker St.  
Bridge

Old Business

New Business

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

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

-Leonard Scholl and Brian Aulenbach of Center Street came before the Board with an updated letter of their meetings with the school building committee and their concerns with proposed parking lots and fields at the end of Center Street. They reminded the Board of the next school building committee's meeting on Tuesday, April 26th, and Mrs. Rozanski said she would attend. Mr. Scholl stated, however, that they were concerned with the rush for the June 1st deadline for submittal of plans to the State, indicating they were not shown any plan affecting their street since 1988.

Mrs. Rozanski noted the 36 page fax received this evening that may have some changes in the reimbursement process to the town for school buildings. She will review it further as some issues need to be explored, but she still said nothing outside of the site is reimbursable to the Town. Mr. Aulenbach said it was stated previously that access to the parking for the new school is a town issue, not a school issue. It was thought the meetings usually run 7-9 p.m. Mr. Scholl stated they did not know what issues had been discussed at meetings they did not attend, and Mrs. Rozanski said they should make a request for copies of their minutes, which they should have.

7:10 - Peter Donahue of Mass. Highway came before the Board to discuss the continued closing of the Walker Street Bridge. Many residents from the Walker Street/Populatic Street area were also in attendance. Mr. Donahue stated that the bridge had been closed by the State Engineers since January 1993. A consultant had been chosen to start the project, and eventually was changed which caused a delay. Their new consultant, Anderson-Nichols of Boston, is now working on the design with plans for a public hearing to be held in July of this year. Mr. Donahue stated that the town is responsible to procure all the necessary rights of way, although there is not much land involved. He stated that the proposed bridge is 24 ft. with a 6 ft. sidewalk on one side. They are not totally done with their calculations as the hydraulic study still needs to be finalized.

Mr. Dziczek inquired as to when the bridge would be functional; and Mr. Donahue felt if they went out to bid

in November or December, start work in the Spring, then it could be opened in the Fall of 1995. Ron Wasnewsky asked about a bailey bridge, but Mr. Donahue said it could not be placed over the existing bridge; only if it was placed over the sewer line on the side. It could physically be done but it would still be only temporary and abutments would have to be installed.

Residents stated that the bridge had been closed many times in the past, but this closing for such a long time was a great inconvenience and was causing a hardship on them. Mr. Donahue said that the repairs had to be done to the structural steel this time; the other repairs done in the past were not as major. He stated that the Department traditionally takes three years for bridge repairs, but they have been able to streamline now and shorten the time. Mr. Donahue stated that they have executed a contract with Anderson-Nichols, and they realize they won't get another contract until the Walker Street Bridge project has been completed.

George Pavlick felt the State was wasting the taxpayer's money with the delay and making the bridge bigger than the existing one; he felt the bridge was safe for the oil trucks that go down there. Mr. Donahue again stated how unsafe the bridge was for even a pickup truck. Arthur Paulakis could understand the sidewalk, but not the 24' width. Mr. Donahue explained it was for two-way traffic, and was designed to carry any legal load in the Commonwealth. He also stated that to make any changes now to the present plan would make for additional delays. Mr. Donahue said that the design and construction is funded by the State, and that the only cost to the town is the purchase of any necessary land. He stated that this bridge would be there for 50-80 years, and it would cost more later to enlarge or add a sidewalk. Some existing deficiencies could be corrected as part of the construction project funded by federal and state grants.

Residents made comments and asked questions such as:

Richard Keohoe questioned safety of Sanford Street Bridge; if that was lost, there would be no other bridge. He commented about the narrowness of the detour roads being used, and talked about the telephone pole in the middle of Walker and Populatic Streets that is a problem.

Arthur Paulakis asked if the whole project could be sped up.

A resident said the homeowners in the area should



have received something in writing telling them the bridge had been closed and why.

Anne Rogers asked when residents involved in possible land-taking would be notified.

John Myers stated: nothing was in the paper about the closing; the closing was hurting merchants in the area; if the residents make recommendations about the bridge, it would delay the opening.

A resident said that one year has been wasted with the consultant they didn't use.

A resident stated that there should have been advance warning on the closing.

Arthur Paulakis said the detour signs are lousy and should be made clearer.

A resident mentioned that the water department is across the street - this detour must be costing the town money.

Mr. Donahue made several comments in response: They will look at the telephone pole; if at all possible, he would try and move the project along faster; a public hearing will be advertised in the paper for the land-purchasing or land-taking by eminent domain for right-of-ways; Mr. Higgins will try and put better detour signs up.

Mrs. Rozanski asked that residents send letters to the Board with their recommendations within a week's time, but again, any changes might cause further delays. Mr. Dzikczek apologized for not notifying residents in advance of the closing, but that luxury was not given to them, as was evidenced this day with the closing of the Shaw Street bridge. He asked Mr. Donahue if the bridges were town property and if the maintenance of them belongs to the town - yes, to both questions. He stated in the past, the town would have hired inspectors; now the State does the inspecting.

Mr. Donahue stated that the public hearing will be able to provide more information, but the bridge has to be a certain elevation, and they have to go through the permitting process through the Army Corps of Engineers. He explained further that the metal is rotted on the bridge, not the concrete or wood deck, and it cannot be economically repaired as in the past. Mr. Donahue added that they cannot restrict the flow of the Charles River, and the hydraulic study has to be done for water levels.

8:30 - Mr. Donahue proceeded to talk about the milling and resurfacing of Route 109, indicating that 100% of the cost will be covered from the Milford town line to West Street and from 126 to Pond Street. To go from Pond to Coffee Street would require design and advertisement in July. It was noted that if Conservation Commission review and approval is given, cross culverts could be included. Mr. Donahue indicated that police details were part of the overall cost. Unfortunately, the transportation bond issue is still at a standstill, and the Board was encouraged to keep writing letters to the legislature.

-- With reference to the Shaw Street bridge, Mr. Donahue said it was not eligible for federal funding because it was only 13', not 20'. He felt the Board had three options:

- 1-replace it as part of the "sub-standard bridge program" with a cap of \$200,000, and the town would be responsible for the design, environmental study, permitting, etc.
- 2-remove the beams, top road of stones, and timber structure. They would design it, but we would do the work. They would provide the timber stringers, but not the timber decking.
- 3-Mr. Donahue recommended this option. The State would design the structure, and we would get someone to pour the forms, pour the concrete, and put in the reinforcing steel.

He suggested the Town put in a revised request for assistance in the design of the structure from Chapter 90 funds. He also asked for a letter from the Board confirming the option they wanted, and the Board seemed to feel option #3 was also the way to go. Mr. Donahue thought it would take over a month for the designing to get it approved. It was noted we would have to utilize some of the Chapter 90 funds we were going to use, and redirect our priorities. He confirmed we would not be touching the hydraulics and not making any changes. Mr. Donahue seemed to feel the bridge would be up and usable in 4-5 months.

-- Mrs. Allen went over various correspondence received.

DEP informed Medway that we had been selected to receive a Solid Waste Recycling Equipment Grant Award for 3,288 set-out containers valued at \$8,056.

MIIA informed Medway of a dividend to the Town of \$16,847 which will be credited towards the FY'95 workers' comp premium.

- Mr. Dziczek made a motion to approve the minutes of April 11th and 19th; Mrs. Rozanski seconded; all aye.
- Mr. Dziczek brought up a phone call he had received with reference to the dip in the road in front of Island Road. Mr. Higgins mentioned that Mr. DiBona had mentioned he would take care of it when he did the sidewalk, but would check further with him.
- Back to correspondence.

A letter was received from the Republic Town Committee with their recommendation for the vacancy on the Board of Registrars which was Joan Beaudry. Mr. Dziczek made a motion to appoint Joan Beaudry to the Board of Registrars through April 1, 1995; Mrs. Rozanski seconded; all aye.

It was noted that the Charles River Soccer Club was having a tournament at the high school field on July 13-17.

A carnival request had been received from the Medway Lions Club for a carnival to be held June 22-26 at Choate Park. They had already received permission from the Park Commissioners; therefore, Mr. Dziczek made a motion to approve their request contingent upon the Park Commission's letter of approval to the Board, with a reminder not to nail anything to the trees; Mrs. Rozanski seconded; all aye.

Charles Aspinwall, Town Administrator of Millis, contacted Mrs. Allen asking that Medway be involved in an animal control sub-committee to be formed between the joint towns.

A letter from Tri-County was received with reference to the School Reform funding formula.

Minutes of the Norfolk County Advisory Committee meeting were noted.

Mrs. Allen said she sent a letter to Mr. Dellahunt, District Attorney, to ask for the backup to the letter received from him concerning no misappropriation in funds in the Town of Medway with the Treasurer's office.

A copy of petitioner's requests for the next public hearing for the ZBA was noted.

The next School Committee negotiation meetings were acknowledged.

Letters from the Town of Sharon Cable TV Oversight Committee as well as a response from Cablevision Industries were noted.

Revised directions on the DEF hearing on April 27th was noted.

The invitation from the Council on Aging volunteer dinner was acknowledged by the Board.

The Building Inspector's response to Joe Hoban concerning Brooke's Long Shot was noted.

The latest MMA legislative bulletin was received.

10:07- The meeting was adjourned.

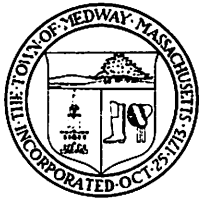
Respectfully submitted,



Mary Jean Fredette, Secretary

mj

*approved*  
*5/2/94*



## **BOARD OF SELECTMEN**

155 VILLAGE STREET  
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(508) 533-3200 • FAX: (508) 533-3201

### **AGENDA**

**April 11, 1994**

- 7:00 p.m.      Open meeting, sign warrants,  
                  approve minutes of 4-4-94 meeting.
- 7:05            John Boczanowski re: New School and  
                  the use of the Railroad Bed.
- 7:15            John Flanders re: Sign Permit
- Old Business
- New Business

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

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

Town Accountant Bob Brothers stopped up to give the Board a listing categorizing manual checks and checks that went through the warrant. He also gave them a listing of school expenditures breaking down town appropriations, revolving funds, and grants and gifts.

7:10 - John Boczanowski, Chairman of the School Building Committee, came before the Board to indicate to them where proposed parking lots would go, and to discuss traffic and roads. Mr. Dziczek asked him if they had met with Officer Bates; and he said they had, but it is an on-going discussion. Mr. Boczanowski indicated on the plan that they would like to have separate parent drop-off and bus drop-off lanes, possibly with a guardrail between. He felt that there could be more space utilized if they were allowed to go down the railroad bed with a footpath, not for a parking lot, and that this area was not a problem with the lawsuit because the town abuts both sides of the railroad bed. Parking for 120-130 cars was anticipated near the Burke School playground. Mrs. Rozanski said she wanted to see the site plan, and there was no approval this evening as there was no proposal. Mr. Boczanowski said that Center Street would have to probably be widened 4 feet, a sidewalk added, and then they could probably put a small parking lot near the fields. Mr. Higgins mentioned his concern with drainage and that it would have to be done as well. Only the extra parking lot would be included in the \$10 million package. He will come back again with more information. The Board expressed their concern that in the elementary schools, the children are kept outside and then brought in together; if 1,000 children are going to be outside, where will they be waiting?

- Mr. Dziczek mentioned that he had put the Fire Department on notice that they are not to enlarge the area there with the dirt.

7:30 - John Flanders of G & F Electric came before the Board to request permission to have a sign in front of his business that the Building Inspector had denied because it was greater square footage than was allowed. Mr. Flanders indicated he was allowed 9 sq. ft., and the sign in question was 14 sq. ft. He admitted his error saying

he had been receiving pressure from his customers to have the sign put up. It was understood that G & F had been denied the sign permit, but went ahead and put up the sign anyway. The Board decided they would like to see the sign and determine if it should conform to the 9 sq. ft. Mr. Dziczek felt there was no need for Mr. Flanders to return to the Board; that a letter could be written telling him it was approved or denied.

- Mr. Dziczek made a motion to approve the minutes of April 4th; Mrs. Rozanski seconded; all aye.
- Highway Superintendent Diarmuid Higgins noted that they were out sidewalk-sweeping, and after that would attempt to sweep the streets. The 109 paving project was mentioned, and we assume the State will be coming out soon. Mrs. Rozanski asked about road resurfacing, and Mr. Higgins said all approvals are not back yet and quotes need to be reviewed. Subcontractors would probably begin work in May. Mr. Higgins indicated nothing has occurred yet with the pavement management program with MAPC. Mr. Higgins said the sinkhole near Cottage Street was repaired.

Mr. Dziczek and Mrs. Rozanski tried to stress to Mr. Higgins the importance of documenting everything so that requests are put in writing and a lot of backup to go along with that documentation. Mrs. Rozanski stated that it would have been helpful to have had more documentation when highway appropriations were being discussed at the Finance Committee, such as road mileage and repairs that go along with that mileage; length of time to sweep the roads; why the need for the two extra men; etc. Mrs. Rozanski said she would be supported of working with Mr. Higgins.

The Board asked about Kathy Reed from the DOR coming to see the Water Department. Mrs. Allen said she believed that the Commission had called Ms. Reed in to see them. Mrs. Allen said when the DOR sets the tax rate, they are approving the Assessors' figures. When Mrs. Allen spoke to Ms. Reed, she stated that the Water Department was keeping their records correctly. Mr. Dziczek felt the Board had addressed the issue, now it was up to the Water Department. A question was asked if the \$31,000 was transferred from the water surplus account to balance the books? It was explained that the \$31,000 was on the recap sheet - nothing was transferred; it was a misclassification of cross-charges. Mrs. Allen noted that the tax rate is really set at the annual town meeting because the town sets the budget, then we have to find the money to fund the budget.

- Mrs. Allen noted that there is no set figure yet for the grant writer for the Town Hall Study Committee.
- The correction to the minutes of April 4th were noted by Mrs. Rozanski as being accurate.
- Mrs. Allen said she had not heard from Attorney Fernandes yet.
- The Board acknowledged the 1993 economic development survey conducted by the United Chamber of Commerce, Dean College and the Small Business Development Center.
- Mrs. Rozanski asked Mrs. Allen to contact Mary Ellen Lavenberg about the federal grant for O.E.D.P., and to get a copy of the application. Rep. Blute has stated he wanted to help.
- Mrs. Allen noted that the State DPW was coming in to speak to the Board concerning a Bailey Bridge for the Red Bridge. Bid date at this time is June, with completion scheduled for spring of 1995. Ron Wasnewskey has also expressed the desire to attend the meeting.
- Mrs. Allen stated that she and Mrs. Rozanski have both spoken to John Walker of Body Dynamics, and since he has been speaking to Huna Rosenfeld about the use of other land for parking, the Police Chief has limited the parking ban on one side of Industrial Park Road for one month. He will keep the Board updated.
- The Board signed a proclamation for Emergency Management Week May 8-15. Mrs. Allen noted we may be getting some snow money back, maybe around \$22,000.
- Mr. Dziczek said he spoke to Col. Matondi suggesting the high school sports teams participate in the Memorial Day parade. He suggested that Mrs. Allen write to Superintendent Bettencourt indicating the teams are welcome with whatever floats, banners, etc. they wished, and to please respond to the Memorial Committee.
- The next Zoning Board meeting was noted; as was the Millis Consortium update saying 9 out of 17 communities so far have signed contracts with the Frins Recycling Corporation; the fax from Chief Lambirth on the officers involved in the apprehension at the Golden Jade; the certified letter from New England Power Service saying they would be carrying out vegetation management work using herbicides in Medway.
- The Board discussed some of the articles on the warrant



and discussions held with the Finance Committee for recommendations. Input was also generated on the "fines" article.

- Mr. and Mrs. Hoban's written complaint to the Inspector of Buildings on the Cassidy's "Brooke's Long Shot" was acknowledged. Mrs. Rozanski asked to be made aware of the results of the complaint.

9:50 - The meeting was adjourned.

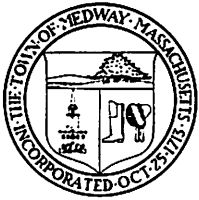
Respectfully submitted,



Mary Jean Fredette, Secretary

mj

*approved*  
*4/25/97*



## BOARD OF SELECTMEN

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

### AGENDA

APRIL 19, 1994

- 7:00 p.m. - Open meeting, sign warrants, approve minutes of April 11, 1994.
- 7:05 - Open and review bids for Solid Waste/Recycling.
- 7:15 - Finance Committee  
re: a request
- - old business.
- - new business.

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

7:00 p.m.--Clerk Rozanski called the meeting to order. There were no warrants to sign. Minutes from the last meeting were held over for discussion and approval until next week.

7:05 - The technical portion of the packages for solid waste and recycling bids were then accepted and opened. Bids were received from:

1. Laidlaw of Revere, MA  
solid waste - bid received  
recycling - bid received  
marketing - no bid received  
bid bond enclosed
2. C. B. Trucking of Medway, MA  
solid waste - bid received  
recycling - bid received  
marketing - bid received  
bid bond enclosed
3. Browning Ferris Industries (BFI) of Boston, MA  
solid waste - bid received  
recycling - bid received  
marketing - bid received  
bid bond enclosed
4. Waste Management of Central Mass. of Boylston, MA  
solid waste - bid received  
recycling - bid received  
marketing - bid received  
bid bond enclosed

Mr. Dziczek made a motion to turn the bids over to the Board of Health for their evaluation, and to return to the Board of Selectmen with their recommendation; Mrs. Rozanski seconded; all aye.

7:15 - The Board recognized Phil Henault of 25 Lincoln Street who came before the Board even though he was not on the agenda. He reiterated a situation that had occurred over the weekend with a skunk running around the neighborhood. All of a sudden, they heard gunfire out in the backyard. Unbeknownst to them, the police had arrived and shot the rabid skunk. Mr. Henault said he had talked to Chief Lambirth, but did want to inform the Board of the situation and how he hoped the next time, he and his neighbors are made aware of the police department's arrival by at least a phone call from the dispatcher.

The Chief also told Mr. Henault that the Animal Control Officer is the only one who can dispose of the animal, but the question is what does one do with an animal while waiting for Mr. Cassidy? Kathy Rehl from the Board of Health agreed there was a health hazard in leaving a possible rabid animal unattended for children or other animals to be infected by, dead or alive. The Board will try to address this issue as soon as possible.

7:25 - Lou Caccavaro and Rich Kahn of the Finance Committee came before the Board to request that the Board place an article on the warrant for a special town meeting. Mrs. Rozanski said she was pleased they came and given a fair opportunity to speak.

Mr. Caccavaro said there were very significant capital needs townwide, and since traditionally capital items are paid for out of stabilization, the request was to place the money in stabilization and then use it for various requests. Mr. Caccavaro said they were trying to set aside 1% of the operating budget each year which would be about \$150,000. He stated that initially they did not feel there would be any money to put in stabilization, and therefore, did not put forth an article for town meeting. Mr. Caccavaro indicated \$128,000 would be coming from school choice for FY'93, FY'94 and FY'95. The balance in stabilization right now is \$216,000. He stated that, in the future, the Finance Committee would like to make the transfer into Stabilization the first article on the town meeting warrant. Mrs. Allen indicated Town Counsel had said town meeting approval is needed on the transfer of school choice monies. He stated this after receiving a faxed copy of the letter from Mrs. Allen from the School Department. Mr. Caccavaro said he would check this out because he felt that if the money came directly from the State and is not on the cherry sheet, the state can give the money directly to the schools without town meeting approval. The \$150,000 for stabilization would be coming from \$128,000 school choice, plus \$19,000 in unemployment and \$4,000 from overlay surplus.

Mr. Dziczek said that earlier in the day, the Selectmen and members from the Department of Revenue met with the Audit Committee to discuss the audits that need to be done. At this point, it is not certain what the actual figures are; FY'94 seems to be current; it is FY'92 and FY'93 that is uncertain. Mrs. Rozanski briefly outlined as well what action is to be taken, such as allowing the Town Accountant to post cash transactions and reconcile the cash accounts. Another meeting will be held on May 3rd, prior to pre-town meeting on May 4th. Lee Henry,

who was present, suggested a worksheet be done such as indicating all the pluses and minuses and establishing a base to begin from. Mrs. Rozanski asked that a copy of special town meeting warrant article as written be faxed to the DOR.

Mr. Dziczek made a motion that the Town have a Special Town Meeting on May 9th at 7:00 p.m.; Mrs. Rozanski seconded; all aye. Mr. Dziczek made a motion that the Selectmen open the warrant for two articles, one from the Audit Committee for discrepancies in the Treasurer's Office, and one from the Finance Committee for the transfer to the Stabilization Account, and that the warrant be closed; Mrs. Rozanski seconded; all aye.

The Special and Annual Town Meeting warrants were signed by the Selectmen.

- General conversation around encumbered funds and central purchasing ensued; also that the Finance Committee communicate more with the Selectmen than just toward the end of the fiscal year. Lee Henry indicated that the Finance Committee is the advisor to the Town Meeting, and Mrs. Rozanski said the Finance Committee is the advisor to the Board of Selectmen as well.
- It was noted from Tri-County that the school reform funding formula might change again.
- Mr. Dziczek made a motion to approve the sign for G&F Electric based on contact made with the Building Inspector and a review of the sign itself, with a warning "not to tread again"; Mrs. Rozanski seconded; all aye.

9:00 - The meeting was adjourned.

Respectfully submitted,

Mary Jean Fredette, Secretary

mj

*approved  
4/25/94*



## BOARD OF SELECTMEN

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

### AGENDA

APRIL 4, 1994

- 7:00 p.m.-Open meeting, sign warrants, approve minutes of  
3-28-94.
- 7:05 -New England Telephone Company public hearing  
re: Farm Street.
- 7:15 -Town Hall Study Committee  
re: grant writer recommendation.
- -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.

- Town Accountant Bob Brothers spoke to the Board for a short time concerning the commencement of the Fiscal '92 Audit. Mr. Brown felt the auditors should come in and begin the audit, and Mr. Brothers said he had been ready and agreed it should begin. Mr. Brown asked Mrs. Allen to contact Michael Cicoria and ask that they come in and meet with Mrs. Allen, Treasurer Marge Sanford and Bob Brothers. The fee for their services has already been appropriated, but Mr. Brown said the cost of auditing FY'93 and FY'94 has to be approved at town meeting. Mr. Brown also asked Mrs. Allen to send a letter to the auditors asking them for a quote to do the '93 audit.

7:05 - Pat Lovett representing New England Telephone Company came before the Board concerning the placement of conduit on Farm Street. There were no abutters present with any objections; therefore, Mrs. Rozanski made a motion to grant New England Telephone Company's petition for conduit on the westerly side of Farm Street; Mr. Dziczek seconded; all aye.

7:10 - Gardner Rice's reply to the Board concerning Water Department finances was noted. Mrs. Allen said that the DOR's Kathy Reed had been in that day to speak to them.

7:15 - Town Hall Study Committee chairman Paul Wilson came before the Board with a recommendation that the Committee award the grant writer position to Dino Carlucci of PGC Associates of Franklin. He also mentioned to the Board that Dionne Levasseur of Medway, who has an architectural background, donated time to the Committee making recommendations to their plans; as well as a gentleman from Holliston who provided information on elevators. Mrs. Rozanski acknowledged that this was free professional consulting advice. Mr. Wilson said that the Committee was pursuing two courses (one with and one without the grant). He stated that they planned on meeting with all the inspectors, and would also have an engineer look at the plans and stamp its approval. Mrs. Rozanski made a motion to accept the recommendation of the Town Hall Study Committee to award Dino Carlucci as the grant writer, and to negotiate with him; Mr. Dziczek seconded; all aye. Mrs. Rozanski also asked Mr. Wilson to get estimated costs for the engineer.

- With reference to the March 28th minutes, Mrs. Rozanski made a correction to the first paragraph on page 4 to read: "Mrs. Rozanski attended the School Committee executive session on March 23rd, but excused herself when a subject intrinsic to only the School Department was to be discussed as a potential breach of privacy for the affected student who was not present." With that correction made, Mr. Dziczek made a motion to accept the minutes of March 28, 1994; Mrs. Rozanski seconded; all aye.

7:25 - Mrs. Rozanski mentioned meeting with MAPC reps Tim Wagner and Dave Fortier concerning the Pavement Management Program. Also present at that meeting was Ruth Allen and Diarmuid Higgins. Mr. Wagner indicated that Mr. Higgins' street inventory was a good starting place, and asked to make a copy of that information for his reference. Mrs. Rozanski said that their professional consultation was at no cost to the town, and we would be provided with information about our streets. We would be provided with support on how to set up our priorities, as well as training on how to accurately measure the streets, to determine how much the roads are worth, and what maintenance will be required. The hope is that within 4-5 years, this may be the prelude to getting federal monies for the roads. Mrs. Allen added that MAPC reps would also come to the town meeting and explain to the voters their findings. Mrs. Rozanski said the community should be involved, and a call will be put out for community service to help measure the roads and gather data. It was agreed that the roads are a major capital investment. Mrs. Rozanski noted that some towns, our size, are looking for \$500,000 for roads - we are only looking for \$90,000; our roads are what connects us. MAPC will also make a map of our streets for us. Mr. Dziczek made a motion to adopt the pavement management program, and for the Town to get involved as much as possible; Mrs. Rozanski seconded; all aye.

- Mr. Higgins said he was working with the State Department of Public Works for the repaving of Route 109, and the areas that would be repaved include:

- Milford town line easterly to West St.
- from 126 easterly to Main and Highland St.
- from Highland and Main St. easterly to Pond St.

Mr. Higgins stated the town may have to pay for police details, and maybe for the drainage work needed near the Milford town line. He said they will come back with more information, and that the work was being done with federal money.

Mr. Higgins said the men are winding up on the repairing of pothole problems, and regular spring maintenance has begun.

He stated the Norfolk County Engineers will be coming to look at the drainage problem on Fisher Street, and the possibility of lowering the road in some areas.

Mr. Dziczek mentioned a sinkhole near Cottage and Evergreen St. that he felt was a dangerous situation. Mr. Higgins mentioned one near Thayer Rd. too.

Mr. Higgins indicated his concern that he doesn't know where they are going to get rid of sand now - they used to bring it to Sam White, but he's not sure if he wants it now. Mrs. Allen said that C.R.P.C.D. wants some sand, so maybe they'd take it all.

Mr. Higgins was also concerned about the debris taken out of catch basins when they are cleaned. If we have to pay for the cleaning company to haul the debris away, the cost of



catch basin cleaning might double.

- A reminder to Mrs. Allen to contact Attorney Fernandes about the easement behind the old USM building.
- Mrs. Allen referred to the suggested revised order of placement of town meeting warrant articles by Mr. Verdolino. The Board agreed with most of what was recommended, but a few.
- The MMA legislative bulletin was noted which indicated that the Senate had passed the resolution on local aid.
- Mrs. Allen told the Board, and specifically Mrs. Rozanski, that Dr. Bettencourt had indicated an executive session on collective bargaining was scheduled for April 7th.
- Mrs. Rozanski stated that we would be in full compliance with State requirements if the School Department budget was level-funded to the Fiscal Year 1993 budget.
- The public hearing sponsored by the Town Hall Study Committee on April 16th and 23rd was noted. Mrs. Rozanski said the Committee has to provide minutes of the hearing.
- Mrs. Allen stated that Kevin Nee from Computer Telephone had come in to see her, and as of March 24th, there should be reduced centrex rates, saving the town approximately \$200/month.
- The Board acknowledged a letter to the School Building Committee signed by area residents of Center Street. There was no action by the Board.
- Mrs. Allen stated that she is looking at the insurance budget as requested Mr. Kahn of the Finance Committee.
- Mrs. Rozanski said that she has not been able to meet with the Board of Health yet, and Mr. Kahn stated that the FinCom is not recommending an increase in the Animal Control budget.
- Mrs. Rozanski noted she had spoken to David Faist of the Conservation Commission concerning contacting abutters. He also mentioned that the Commission has done a lot of "determinations of applicability", and there is no way to enforce them. If the determination is negative, builders just sell the property. Since the past year was not productive, they will go back to processing "notices of intent".
- Mr. Dziczek asked Mr. Brown to work on preparing his recommendations for the future for the Board and for the Town, since there was less than a month left to his term of office.
- Mrs. Rozanski stated she had attended a budget workshop session, wherein Supt. Bettencourt had said the School Committee may have a problem with accreditation because of

the physical condition of the school buildings, and felt that \$180,000 would fix everything. She said that the Supt. and the Business Manager were hired to manage the school's money, and they should do that with FY'93's level-funded budget. Mrs. Rozanski was very concerned about the town's financial condition since there are so few ways to increase revenue. Mr. Brown also was concerned because it seemed the Supt. explains what is needed to add to last year's budget, but does nothing to explain what is in the old budget that could be changed or removed - there was no incentive to give back to the town. Mr. Dziczek was surprised that the school has no inventory of its equipment - something could be missing or stolen, and no one would know. Mrs. Rozanski reiterated the Board's responsibility is to say what dollars are out there to the residents of Medway, and try and let them comprehend the situation.

8:30 - The meeting was adjourned.

Respectfully submitted,



Mary Jean Fredette, Secretary

mj

*accepted  
4/11/94*



## BOARD OF SELECTMEN

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

### AGENDA

March 28, 1994

- 7:00 p.m. Open meeting, sign warrants,  
approve minutes of 3-21-94 meeting.
- 7:05 President of Medway Business Council,  
Paul Rao re: Medway Pride Day
- 7:15 Highway Superintendent, Diarmuid Higgins
- 7:30 Town Accountant, Robert Brothers  
re: Water Department Finances
- 7:45 Chairman, Finance Committee, Lou  
Caccavaro re: Financial  
picture for FY'95

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.

- The Board discussed the DARE van with the Chief that a resident in the Town wished to procure. It was suggested we take bids, advertise on cable, and let the interested party know what we were doing.
- Mr. Dziczek made a motion to approve the minutes of March 21st; Mrs. Rozanski seconded; all aye.

7:05 - Paul Rao, President of the Medway Business Council, came before the Board with the suggestion of having a Medway Pride Day. He was accompanied by Jodi Kairit and Scott Parrella.

Mr. Rao noted that Medfield had started such a day about 10 years ago, and other towns such as Millis have a pride day as well. He came with a list of ideas that could be utilized if the support was shown to them, but requested assistance in trying to determine coordination between all.

Some additional suggestions given by the Board were:

- to having something at all three simultaneously (high school field, shopping center, Choate Park), as well as at the VFW.
- contacting the individual locations to find out if they would like to handle their own area/building themselves.
- some town departments might like to have individual booths to provide general information.
- checking with the different groups in town that have activities around that time for any conflict.
- historical walks as part of the activities.
- to give the Board periodic progress reports.

It was noted that the committee would be looking for volunteers and organizations that would like to raise money. Mr. Brown summed up the idea as a great one, and the Board was 100% behind it.

7:30 - Town Accountant Bob Brothers came before the Board to discuss Water Department finances. Mr. Brothers noted that his analysis indicated \$139,504 in cross charges from FY'87 through FY'93 that should have been charged to the Water Department. He stated that he did not disagree that the recap sheet was in excess of the operating

expenses. Mr. Brothers showed by his analysis that his records indicate a water surplus amount of \$178,000, where the Water Department indicates \$237,000, a difference of \$58,000 through FY'93. Mr. Rice stated this difference was never mentioned before. Mr. Brown said he felt \$31,000 should be credited to the Water Department; and agreed the cross-charges were not charged to the Water Department the past few years, but that they should just wipe out the old years, transfer the \$31,000 to the Water Surplus account, and continue to calculate reasonable cross charges from now on. Mr. Brothers concurred indicating they should all look to FY'95 now and forget the past. Mr. Rice felt differences went back to 1987, and it was so close to the figures taken for the recap sheet, but in good faith they would pay the insurance and look at the rest of the documents. He felt that there had been poor communication, and they will cooperate; however, felt that they had not gotten the answers in the past they got tonight. For the record, Mr. Brothers said he came in September of 1991, and felt there had been communication and cooperation extended by him as he had spoken to Mr. Flaherty many times, and obviously Mr. Rice's comment of lack of cooperation was not being referred to the present Town Accountant.

The Board discussed the bond and the amount for the Water Department, and Mr. Rice indicated they had thought the Town would save money if all the bond issues were combined together. Mr. Brown stated that the bond cannot be paid off in advance until the year 2002; the interest on bonds is an outstanding balance. He said in the first three years of the bond, they had not made any principal payments; if they pay the principal of \$210,000, the interest would then be lowered. Mr. Rice felt there was a lack of cooperation here between the two Boards as he had not seen these figures, although Mr. Brown said the Bond Book was always available and was detailed completely through the rules and regulations of the State. Mr. Rice stated he would talk to the Department of Revenue. To go forward, Mr. Brothers again recommended the Water Department review the calculation of interest, and take the documentation he was submitting to the Board under advisement.

Mr. Caccavaro noted that \$209,550 would be the amount of principal paid if we had been on schedule; already we have paid \$27,000 more. He was still not sure what to do with debt service; however, Mr. Caccavaro said he would go over the figures with the Water Department. Mrs. Rozanski asked him to look over the water surplus figures as well. Before Mr. Rice left, he said there would be a water increase coming in July of 1995 - for the press'

information.

8:35 - Lou Caccavaro met with the Board to try and go over the anticipated revenue and figures for FY'95. He stated back on February 14th, he thought there might be a surplus; now, he had a better picture, and it looked like there would be a shortfall of \$733,000. Mr. Caccavaro felt that the Finance Committee had to contain the costs or reduce them. He was concerned about insurance costs and felt this one line item was impacting other items; but Mr. Brown said he should look at other options as the Town is self-funded; we only pay claims, not premiums. Mr. Brown also indicated that there were contracts here, so that others beside the Insurance Committee might have to get involved, such as Town Counsel and the Bargaining units. When asked where did he want the FinCom to focus, Mr. Brown suggested looking at mandatory increases. Doug Downing, who was present, said there are step and longevity increases and other obligations, not prevailing pay raises. Mr. Caccavaro stated that the school department budget is just adding 1.4 teachers and 1 bus, and overall is a \$640,000 increase. He mentioned that public safety wants an additional \$150,000; fire \$47,000; roads \$90,000; we still have to cut \$700,000! Mr. Brown stated that all departments have minimum essential requests. Mr. Caccavaro felt contractual obligations, the 3% increase for non-contractual, and the 53rd week may be all there is money for. Mr. Brown felt that all negotiating teams did a good job of keeping costs down. Richard Kahn asked that insurance be looked at again. Mr. Caccavaro asked Mr. Brothers for an updated reserve fund total. Mr. Brothers was also asked to run a list of special articles to check the encumbered balances.

Mr. Dziczek referred to a comment made by Mr. Caccavaro at a Finance Committee meeting of "another mistake made by the Town Accountant" and other comments made about other departments without their being there for substantiation. It was strongly suggested that if there is a problem with any department, either go to the Board of Selectmen or directly to the person involved in that department before commenting.

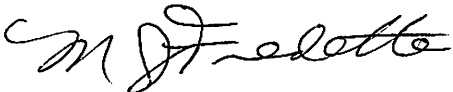
- The Board went over the warrant articles for the annual town meeting on May 9th in rough draft format.
- The Board noted the request from the Animal Control Officer for funds for an assistant. Mrs. Rozanski said she would get on the next Board of Health meeting agenda to discuss this further, as well as regionalization, and to get their ideas and input.

- Mrs. Rozanski ~~commented she was in on the School Committee executive session on March 23rd, but excused herself when she felt it was not appropriate for her to be there.~~ *attended* ~~\* when a subject intrinsic to only the school department was to be discussed as a potential truck driveway for the affected student who was not present~~
- The Board asked Mrs. Allen if she had copies of previous school contracts? She stated she never had any of their contracts, but thought all copies of contracts should be in the library as well as a copy with the Town Accountant.
- Mrs. Rozanski stated that there was a change in Conservation Commission legislation in that all abutters within 100' of the wetlands have to be notified by certified mail, where before they did not have to be notified.
- It was noted that monies received from petitioners with the ConCom should be placed in a separate account.
- The Board noted Sandra Collum's note of interest in being appointed to the Cultural Council, and asked that the Council be asked for a recommendation.
- It was confirmed that the Norfolk County Engineers would help with redesign of Fisher Street and drainage problems there.
- Mrs. Allen said that Medway Cable Access was interested in putting a camera in the Selectmen's meeting room for coverage, and all we have to do every week is flip a switch. They will discuss this further at their next cable meeting on April 12th at 7:30, and Board members are welcome to attend.
- The Board signed the proclamation for Fran Donovan as the Good Government Association Citizen of the Year.
- Mrs. Allen mentioned that Treasurer Joe Malone was having a health care reform program on April 11th.
- It was noted that Boston Edison was having a public hearing on April 21st for review of procedures.
- Mrs. Allen said the emergency transfer for the copier was approved by the FinCom, and the copier was coming next week.
- It was mentioned that members of the Millis Consortium would be coming in on April 19th at 7:00 to meet with the Board on the RFP.

- The C.R.P.C.D. budget was received and noted.
- Mrs. Allen mentioned that the Breezy Acres plan off Wards Lane was approved by the Planning Board with restrictions.
- Mrs. Rozanski mentioned that Tim Wagner of MAPC would be coming to speak to Mrs. Allen and Mr. Higgins on the pavement management program on April 4th.

10:30- The meeting was adjourned.

Respectfully submitted,



Mary Jean Fredette, Secretary

mj

*Approved as  
\* added 4/4/94*





## BOARD OF SELECTMEN

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

### AGENDA

March 21, 1994

7:00 p.m.	Open meeting, sign warrants, approve minutes of 3/14/94 meeting.
7:05	Open bids for Grant Writer.
7:15	Our Cleaners - site plan.
7:30	Subdivision plan preliminary review. - Ellis St., cutting through to.
----	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 for the position of a grant writer for the Town. Mrs. Rozanski opened the bids, two of which were received. The first from Alix M. Jackson of Medway. Experience in grant writing was indicated from 1970 to the present, as well as doing the Friends of the Library grant. The other was from Dino Carlucci of PGC Associates of Franklin, who listed qualifications as belonging to that company since 1983, which is a company that has managed grants. He quoted a figure of \$35/hour or a lump sum to be negotiated.

Mr. Dziczek made a motion to turn the bids over to the Town Hall Study Committee for the purpose of making a recommendation back to the Board of Selectmen, and for the purpose of writing a grant for EOCD; Mrs. Rozanski seconded; all aye. Mrs. Rozanski will meet with the Town Hall Study Committee in the morning to work up annual town meeting warrant articles.

- With reference to the minutes of March 14th, Mr. Brown followed up on several issues:

- if the Alder Street traffic count had been requested; yes, and Norfolk County said they would do it.
- had the letter been sent to the Bus Coordinator; no, wasn't sure if Peter Bates was going to speak to her, or if Board still wanted letter sent; yes, it will be sent.
- requested a letter be sent to the 3 businesses in the Alder St./Trotter Dr. area, and to state that it was the Board's recommendation to restrict commercial traffic from Alder Street to West Street, and to request that their employees use Trotter Drive instead of Alder Street.
- in the future when there is heavy snow, certain bus stops will be designated to be cleared. Mrs. Rozanski indicated there were a number of cars parked near the bus stop from parents dropping off their children for school on Alder Street.

Discussion of the minutes was postponed until later.

7:15 - Nancy Honey of Our Cleaners came before the Board with a revised site plan. She noted it had not been signed by Safety Officer Bates, but if the Board approved of the way the plan looked, she would see him, and then come back to the Board. Mrs. Honey indicated that the owners of the property were going to restripe the parking lot, thereby gaining 20 more parking spaces. Mrs. Rozanski felt it was still a

problem, and looking at the ZBA decision, she noted that a special permit had been granted for only one year, and the year was almost up. Mr. Dziczek explained that the ZBA could then give a full variance if there was no problem after one year. Mrs. Rozanski said it should not be Mrs. Honey's responsibility to put the lines in the parking lot, it should be the owner's. The Board still had a problem with safety, but Mr. Brown asked Mrs. Honey to contact Officer Bates, and if he approved, he thought the Board would probably go along as well. Mrs. Rozanski also asked Mrs. Honey to contact the ZBA for a clarification on their decision.

7:33 - The 49-lot subdivision being planned in the Ellis Street area was then discussed, with Jed Manas and Dennis McLaughlin speaking to the Board. Mr. Manas stated that two weeks ago, they showed the original plan to the Planning Board and the Board had suggested trying to work up alternatives connecting to Ellis Street as it would provide a better emergency route, and to show these suggestions to the Selectmen. Mr. McLaughlin presented three overlays using connections to Ellis Street, all which they both felt would be an improvement at the bend in the road at the intersection. Mr. Manas felt whichever way they went, signage was important. They noted they were having a preliminary meeting with the Planning Board the next evening, and will also be going through the process of meeting with Water/Sewer, Board of Health, Conservation, and the Street Naming Committee in the future. The Board was concerned about water runoff onto other people's property and drainage. Mr. McLaughlin indicated that detention ponds and easements will be addressed at a later date, but stated that the Black Swamp is near the subdivision. The Board thanked them for the preview, and felt the connection to Ellis was a good one.

8:00 - Members of the Water/Sewer Board Gardner Rice and Bob Heavey came before the Board, along with Superintendent Mark Flaherty and Assistant Registrar Sandra Bennett. Mr. Rice said they were concerned with what money was in the water surplus account since Ms. Bennett had determined that there should be \$82,000 more than what the Town Accountant's figures indicate there should be. Mr. Rice said her backtracking went back to 1987, and felt that both the former and present Town Accountants and the Board of Assessors were aware that the estimated figure on the recap sheet was being used. Mr. Rice questioned if the money was not in general revenue, and not in water surplus, where is it? He was wondering if \$31,826 was taken out of water surplus and intentionally used to balance the books, as he overheard was done. Mr. Brown stated no one would gain from doing this, but the appropriate thing was done that they came to the Selectmen, and they would investigate by talking to the appropriate people, and the DOR and they could review the recap sheet. Mr. Brown said the DOR would know and could review the funds going in and out of the water surplus account. Going back to the \$82,000, Mr. Rice said that money was raised by water users, and feels they are being denied the use of their full funds. Ms. Bennett stated her figure was \$238,000, and the Town Accountant's was \$178,000, and

then there is the \$31,826 amount. When Mr. Dziczek wondered why this has been going on since 1987 and not been detected, Mr. Rice said no Town Accountant ever says what is really in an account. Mr. Dziczek suggested the Town Accountant, Ms. Bennett and one member of the Board of Selectmen get together and discuss further. Mr. Rice stated that if the \$82,000 was spent erroneously, at least get the interest back and make this whole situation legitimate. Mrs. Rozanski felt that the DOR should be contacted to determine if all parties concerned were seeing that the correct procedure was being used. Mr. Brown said they will talk to the Audit Committee and ask the DOR to review the recap sheet. Ms. Bennett felt that the estimate was deducted from surplus and the Water/Sewer Board was not told, and that the water receipts were bumped up. Mr. Brown said they could audit that account, and again that they will talk to the external auditors and the DOR. Mr. Rice referred to the Town Accountant doing the recap sheet, and Mrs. Allen clarified that it is the Assessors who do the recap sheet. Discussion was tabled.

8:30 - Mr. Brown brought up the minutes of March 14th again.

- Mr. Brown brought up the suggestion of restricting commercial traffic on Alder Street. Mrs. Allen felt you would then have to limit moving vans and commercial vehicles of those who live in the area. However, Mr. Brown felt it could be done with limitations.
- Mrs. Rozanski made a motion to approve the minutes of March 14, 1994; Mr. Dziczek seconded; all aye.
- Mr. Brown requested that the Highway Department do the filling of potholes through the weekend after the next day's rain.
- Mr. Brown brought up the subject of the number of phone calls he had gotten this past winter on mailboxes hit by snow plows. He indicated he had investigated their complaints and found that it mostly was their fault for placing the mailbox where it was. His final comment - the Town does not repair mailboxes.
- Mr. Brown asked if all the contractors were lined up to begin work on the streets in April? Mr. Higgins said they may have to meet with the Planning Board because Causeway and Fisher Streets were scenic roads.
- Mrs. Rozanski mentioned attending the recent SWAP meeting and noted the transportation bond issue was passed by the House Ways and Means Committee, and now on to the Senate. With reference to the Central Artery Tunnel, it seems many are not happy with it now, but it won't impact the rest of the State. She said that a Pavement Management Program was brought up.
- Mrs. Allen asked if anyone would be attending the Norfolk County Selectmen's meeting on April 6th; no one would attend.

- Mrs. Allen gave the Board a solicitor's permit for Direct Access who were soliciting promo ads for Sabina Doyle's. Mrs. Rozanski made a motion that the permit be approved during daylight hours only through April 1994; Mr. Dziczek seconded; all aye.
- Mr. Brown requested Mrs. Allen contact Kathy Reed of the DOR and ask her to come in and talk to Bob Brothers and Sandra Bennett for background on the water surplus matter.
- Mrs. Rozanski brought up the Water Supply Protection report, and noted that the Town is being requested to continue its cooperation with the committee per an agreement. She will research this further as there is very specific zoning, before making a recommendation to the Board.
- With reference to the "no parking" in the Industrial Park area off of Route 109 near Millis, Mrs. Allen stated the roads in question are Industrial Park Road, Jayar Road, and Marc Road. She will now send a letter to businesses on those streets.
- Mrs. Allen mentioned speaking to Lou Caccavaro, Chairman of the Finance Committee, about the open meeting law also being relevant for their sub-committees.
- Mrs. Allen noted a letter received by the Town Accountant from the DOR giving accolades to him for his Schedule A.
- The Board acknowledged receipt of a letter from the ABCC stating that Governor Weld had signed Chapter 481 of the Acts of 1993 allowing cities and towns to permit common victualers licensed to sell wine and malt beverages to also sell liqueurs and cordials effective April 14, 1994, subject to several conditions. The Board will consider it.
- Mrs. Allen brought up a request from a Josh Demothenesse asking for the old DARE van that is parked behind the Medway Co-Op Bank. The Board suggested Mrs. Allen contact the Chief on this, and if it is alright with them, we would have a public auction.
- The Board reviewed the subdivision plans for the new Fair Banks subdivision off of Hill Street and the Robinson's lots on Norfolk Avenue.
- Mr. Dziczek indicated speaking to Town Counsel concerning Planning Board approval of lots on streets, non-criminal disposition articles and fine schedules to be established.
- The Board was concerned that the Animal Control Officer position be reviewed as soon as possible. Mr. Brown suggested turning it over to the Board of Health; however, Mrs. Rozanski suggested first defining what the position should include, get a job description, and then give it to the Board of Health asking them to advertise the position. She felt we could also still make the final appointment with Board of Health approval if the Selectmen should choose.

Mrs. Rozanski also indicated she did not feel the regionalization with other towns would really have any impact for another year and a half.

- Mr. Dziczek said he recently went to a Board of Health meeting and Sam White's attorney was present asking about leaving the debris at the site off of Broad Street. Mr. Dziczek impressed on the Board of Health that the debris be out by August.

9:35 - The meeting was adjourned.

Respectfully submitted,



Mary Jean Fredette, Secretary

mj

*Approved 3/28/94*



## BOARD OF SELECTMEN

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

### AGENDA

March 14, 1994

- 7:00 p.m. Open meeting, sign warrants,  
approve minutes of 3-7-94 meeting.
- 7:05 Mr. John Foehl, Pine Needle Drive and  
James Cassidy, Animal Control Officer  
regarding a dog complaint.
- 7:15 Safety Officer, Peter Bates and Police  
Chief David Lambirth to discuss some  
safety issues in town.

BUDGETS:-DPS/Highway, Traffic Signals,  
Snow Removal, Street Lighting, Board of  
Selectmen, Town Hall, Annual Town Report  
and Insurances.

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.

- Mr. Dziczek made a motion to approve the minutes of March 7th; Mrs. Rozanski seconded; all aye.
- Mr. Dziczek just noted for those present that the Girls Varsity Basketball Team had just won their semi-final game and would be playing on Saturday in the final at the Worcester Centrum.
- Mr. John Foehl and his daughter Sandra of Pine Needle Drive came before the Board to express their concern for a lack of responsiveness on behalf of the Animal Control Officer, Jim Cassidy. Mr. Foehl asked if there was a leash law in Medway and was it enforced? Mr. Brown said there was a law, but it was not enforced. Mr. Cassidy differed with that saying it was enforced to the best of his ability. Mr. Brown did explain Mr. Cassidy was only part-time, and had no set hours but was on call.

Ms. Foehl explained how she was out walking when a neighbor's dog came out unleashed toward her in an aggressive manner. She explained she owns and knows dogs, and felt this one was acting aggressive. She was concerned that if it had been a child, it could have been seriously injured. Mr. Cassidy told the Board he had contacted the owners of the dog, and made recommendations on leashing. Under questioning, it was discovered that he did not contact the Foehls until a week later, which besides being unavailable, was the main issue of their complaint. They did log in the complaint to the Police Department. They noted there have been other times that they have called, and he was as unresponsive and were looking to the Board for relief from those who don't want to control their animals. Their complaint has been noted for the record with the Board, with the comment that Mr. Cassidy should have responded sooner. It is also assumed that the next time the neighbor's dog is running loose, that they will be fined. Ms. Foehl confirmed that the dog was not on the owner's property but in the middle of the street.

Mr. Dziczek explained the length of time the Cassidys have been involved with animals in the Town, and that the Board was presently looking into regionalizing. Mrs. Rozanski wanted to make sure that proper procedures were in place. She noted that Mr. Cassidy did contact the Foehls a week later, but reiterated it would have helped the situation if he had contacted them and let them know what had transpired. Mr. Brown asked Mrs. Rozanski to continue to work with Mr. Cassidy and his department. Mr. Foehl encouraged the Board to explore all options for regionalizing and working with the dog population before someone gets hurt.

7:30 - Chief Lambirth and Safety Officer Bates came before the Board to continue a discussion from last week on safety issues in



the Town. Mr. Brown started the discussion with:

- the Burke School area. He questioned if the signs have been put up, and the new traffic arrangement indicated? Mr. Higgins had determined the cost would be \$500-600, but he had done nothing yet. Mr. Brown asked that he proceed per the request. Officer Bates noted he spoke to principal Judy Kenney and all was satisfactory to her.
- Buttercup La./Lovering St. A four-way stop had already been discussed and residents notified that the Police Department had determined a four-way stop was not warranted and did not feel it posed a speeding problem.
- speed limits. Police Department can decide what the speeds should be in town.
- Alder Street/Trotter Drive. Officer Bates brought up the amount of development in the area and the creation of additional problems, suggesting the possibility of widening the street and adding a sidewalk. He noted a County lay-out from 1977 which showed a 60' taking. He felt this area should be taken as a priority area and with safety, as well. He felt eventually the roads should be 24' wide, and with sidewalks up to Parrella's. As a short-term solution, Officer Bates recommended putting up stop signs at Trotter Drive and Alder Street.

Many residents from this area that had signed a petition requesting that Alder Street be dead-ended showed up at the meeting to express their views with regard to the increased traffic, speeding vehicles, loud noises and school bus safety. (It should be noted that the Board did inform the residents during the long discussion that ensued that their petition was not on the agenda for this evening, but that the Board wanted to discuss various safety issues with the Chief and the Safety Officer, and the Alder Street area was one of the issues.) Comments came from:

**Jonathan Wescott of 7 Alder:** Alder not wide enough now; what Bates wants to do will increase traffic.

**Peter Bates:** if dead-end Alder, Bellingham EMS would not be able to respond as good.

**Nancy Bardon:** kids standing now in middle of road.

**Resident:** asked Bates to come and observe West and Alder corner for bus stop being worst stop.

**Joe Dziczek:** may need two egresses.

**Dan Doyle of 6 Stoney Ridge:** need to update '77 plan; no impact study done when water put in; trying to co-exist with industrial park; no urban plan; some complexes have one egress, may not need two.

**Diarmuid Higgins:** is aware of increase in traffic; can petition County to do traffic study on Trotter and Alder when weather better; don't want to dead-end or cul-de-sac.

**Ken of Alder:** observes UPS, FEDEX, other trucks; traffic problem.

**Steve Cenedella:** been there 15 years; was Gamewell before; seen more traffic since Granite was paved.

**Joe Garello of Fox Run:** obvious more kids and traffic; felt road signs saying no commercial traffic between 7-9 and 3-5 might help.

**Dick Brown:** maybe no commercial traffic at all.

**Resident at corner of Alder/Fox Run:** a truck going 50 mph almost hit his child; no sense to widen road.

**Barbara Ohanian of Stoney Ridge:** more bus stops; move bus stop to Stallbrook; Alder is still residential; if widen, should be made safer.

**Sandra Farese at corner of Blue Ribbon/Alder:** all day traffic bad, especially around 7 a.m.

**Steve Yewes of Paddock:** people always speeding.

**Dan Doyle:** asked to see petition that was circulated.

**Mark:** if block off Alder, widen the street, add a sidewalk, would it solve problem.

**Janet Riera:** was misled, thought the water main project access to industrial park was to be through Trotter, not Alder.

**Dick Brown:** thought it was to be Trotter too.

**Shirley of Fox Run:** can we get our sidewalks.

**Peter Badger of Blue Ribbon:** if industrial park grows, more traffic.

**Ken:** how do residents know what is happened after a petition is filed.

**Dick Brown:** (as stated earlier in notation, explained petition not on agenda tonight); the Board needs to talk to businessmen in area, residents, EMT's, Fire Dept.; need to come up with solution and today the Board says they will; get together with bus coordinator and school committee and look at bus stop; request a traffic count be done.

**Raphaela Rozanski:** reiterated meeting was not for petition; noted for every new home build in Medway,

there are at least two cars added to traffic in town; the Board has requested Planning Board to redo master plan; now have zoning by-law revision committee in place reviewing zoning by-laws; industrial park has been there and zoning was in place there, and our industries are seeking to develop there; we would have contacted spokesperson of petition when ready to discuss.

**Joe Dziczek:** need to get together with schools; can't tell School Committee what to do.

**Peter Bates:** explained all the snow has added to problems this year; may have to ask highway dept. to do snow removal at certain corners for safety in future and will make up a list.

**Resident:** asked how much money the town saved for making changes.

**Peter Bates:** when did other loop, added 15 minutes to a run; eliminated two buses; cars in that area add to traffic.

**Jude Farese** of corner of Blue Ribbon/Alder: co-authored petition; just wants to guard his investment and protect children.

**Mark:** what will Board do now.

**Dick Brown:** Board will send letter to bus coordinator (Peter Bates said first petition Carol Villa-bus coordinator, then the transportation committee); traffic count will be done for about a 2 week period for 24 hours a day; the Board will talk to individual businesses about re-routing traffic through Trotter Drive; signs will be placed which is the quickest solution.

**Joe Dziczek:** no definite decisions yet; the Board will pursue further.

**Mike Nemzek of Stallbrook:** could speed bumps be placed.

**Dick Brown:** not good with trucks for snow plowing.

**Dan Doyle:** if road is not widened, what else could be done.

**Peter Bates:** 4 way stop; mandate clearing in winter; no parking signs; school bus stop ahead sign.

**Jude Farese:** a copy of the petition was given to Trotter and Kiewit in November/December; most traffic from Trotter, not so much from Kiewit.

**Raphaela Rozanski:** reminded those present that all governmental bodies have open meetings; be informed, such as tonight.

- Community Church. Police Chief and Safety Officer were not in favor of curb cuts on Franklin or High Streets. Mrs. Allen was asked to send a letter from the Board denying their request.

With regard to "no right on red" at Franklin and Main Streets, this was agreeable to all.

With regard to crosswalks at High and Main and around the corners of Main, Highland and Franklin Streets, the Board stated that they would be done in thermoplastic.

It was also agreed that a permanent "pedestrian crossing sign" be placed in front of the church on Main Street.

A pedestrian crossing button will be placed on the north side of Main Street as there is none there now.

No parking signs will also be placed on Milford Street to Highland Street because of the amount of parking there and the limited through access.

- Officer Bates brought up his concerns:
- Industrial Park Road. This also includes Marc and Jayar Roads. He recommended no parking on both sides of these streets. Mr. Brown thought this ruling could be a part of the traffic regulations, but asked Mrs. Allen to draw up a list of the roads in that Industrial Park Road area and discuss and vote on it next week.
- Kelley Street. He recommended no parking on both sides of the street from Holliston Street to the school driveway entrance. Mr. Brown asked Mrs. Allen to notify the 5 families who live in that area that there will be no parking signs installed there.
- Village Street in front of Town Hall and Co-Op Bank. He mentioned that the ambulance could not get through one weekend when church-goers had parked there. He asked that no parking signs be installed, maybe drilled into the cement corners. Parking in rear signs could also be installed, painting yellow lines in the street, painting the curbs, more signs. The Board will think about this one.
- Street lights. It was mentioned that a light is needed at the corner of Village and Main Streets at the bend of the new intersection, which is pole #177.
- Pedestrian button. A pedestrian button is required at the control box on the corner of Main and Holliston Streets.
- Winter problem. At Main and Holliston Streets, on Cassidy's corner, pedestrians cannot get to the button during the winter.

- Snow removal. He said he would prioritize areas that have corners that will need snow removal. He will work with Diarmuid Higgins on this. Mr. Higgins said he only has one loader, and may have to go to a private contractor to haul the snow away. Officer Bates felt it had to be done for safety.
- 15 Oakland Street. He asked that there be a no parking sign be re-posted in front of this address. He felt that the catch basin was being destroyed by people parking there, as well as posing a viewing problem to motorists.
- Sidewalks. He gave his wish list for sidewalks which included: Maple Street, Village Street, Cassidy Lane, Cottage Street. He was told that there had been no final resolution on Maple Street, but the Planning Board did not want it. The Board will look at Cassidy Lane.
- New developments. He asked about the condition of existing roads that lead to new developments, such as Ellis Street and Causeway Street. Mr. Brown noted that we have to get the Planning Board to look at the whole picture. Mr. Dziczek mentioned that the Planning Board is the one who issues the rules and regulations, but that the Planning Board feels they can't tell a developer to do anything off the property they are on. A possibility exists of charging a certain percentage to cover work that has to be done to existing roads after a project is completed. Mrs. Rozanski felt this was something that needed to be discussed with Town Counsel.
- Walker Street Bridge. He was advised they were out to bid on it.
- Cottage Street. He was concerned about the bend on Cottage Street near Mr. Glickman's house and asked if it could be widened. He was told it was town property, and it could be done.

- The Board was concerned that the Highway Dept. cannot always plow sidewalks, and a resident wondered if it was a State law that they be cleared by homeowners. It will be checked on.

9:50 - Budgets.

- Diarmuid Higgins was present with Ruth Allen to review various highway budgets.

**DPS/Highways.** Mr. Higgins said his budget reflected an increase of two men, 3% increase, and the 53rd week. Mrs. Allen indicated that they want to pool expenses for highway, police, fire, EMT's, park for "repairs and maintenance", while at the same time reducing those other town budgets. It was suggested that the repairs and maintenance line item, be called "town vehicle maintenance". The two men that would be hired would be at a grade 6, step 1 for heavy equipment

operator, and would require to have a CDL license. Mr. Dziczek asked to be advised when the Highway Dept. budget would be discussed with the FinCom, and he would go along. Mr. Dziczek made a motion that the DPS/Highway Department budget be approved for salaries for \$280,598, expenses for \$97,625, and to include the "town vehicle maintenance" line item in the budget; Mrs. Rozanski seconded; all aye.

**Snow Removal.** Mrs. Allen stated that we had overspent our budget by \$121,000. Mrs. Rozanski made a motion that the Snow Removal budget be approved for \$13,000 for salaries and \$40,000 for expenses; Mr. Dziczek seconded; all aye.

**Traffic Signals.** It was suggested the budget be increased from \$2,000 to \$3,500. Mrs. Rozanski made a motion that the budget be approved for \$3,500 for expenses; Mr. Dziczek seconded; all aye.

**Road Repairs.** The Board discussed this budget, and Mr. Brown recommended that Mr. Higgins get more accurate costs per a guideline he had prepared to assist him with documentation, as well as recommending he start a "pavement management system". This guideline gave Mr. Higgins other suggested ways to come up with road costs, as well as estimating more accurate figures on paving (with road reconstruction), paving (without road reconstruction), chip seal coating, and crack filling. Mrs. Rozanski made a motion that the Road Repair budget be approved for expenses of \$117,000; Mr. Dziczek seconded asking for distances of repairs to be done; all aye. Mr. Brown noted that about \$250,000 in Chapter 90 monies should be spent this year.

**Street Lighting.** Level funding was requested. Mrs. Rozanski made a motion that the Street Lighting budget be approved for \$80,000 for expenses.

- Mrs. Allen went over her budgets.

**Annual Town Report.** Level funding was requested. Mrs. Rozanski made a motion that the Annual Town Report budget be approved for \$1,000; Mr. Dziczek seconded; all aye.

**Town Hall.** Mrs. Allen noted there might be an increase in the water bill, but she would check it out. It was noted that repairs and maintenance included the town hall study committee's recommendations for this year. Mrs. Rozanski made a motion to approve the Town Hall budget for \$13,833 for salaries and \$37,064 for expenses; Mr. Dziczek seconded; all aye.

**Board of Selectmen.** Mr. Dziczek made a motion to approve the Board of Selectmen's budget for salaries of \$67,918; for consultants of \$1,500; for expenses of \$6,950; Mrs. Rozanski seconded; all aye.

**Other Insurance.** Mrs. Rozanski made a motion that the Other Insurance budget be approved for \$168,000 for expenses and \$5,000 for municipal property insurance; Mr. Dziczek

seconded; all aye.

Norfolk County Retirement. Mrs. Rozanski made a motion that the Norfolk County Retirement budget be approved for \$418,217; Mr. Dziczek seconded; all aye.

Unemployment. Mrs. Rozanski made a motion that the Unemployment budget be approved for \$20,000; Mr. Dziczek seconded; all aye.

Health Insurance. Mrs. Allen stated that the approved amount should have been \$1 million for this year, but there was no census available to back the request up; now we have one. Mrs. Rozanski made a motion to approve the Health Insurance budget for \$1,174,230; Mr. Dziczek seconded; all aye.

- Other departmental budgets were approved.

Building Inspector. This budget had been held to discuss fees with the Local Inspector, Philip Parchesky. Mrs. Rozanski made a motion to approve the Building Inspector's budget of \$13,000 for salaries; \$2,000 for expenses; and \$17,000 for inspection fees; Mr. Dziczek seconded; all aye.

Computer. This budget had been held for a review of software costs. Mrs. Rozanski made a motion to approve the Computer budget of \$35,488; Mr. Dziczek seconded; all aye.

Sealer of Weights and Measures. This had been held since the position is still vacant; however, Mrs. Rozanski made a motion to level-fund the budget of \$215 for salaries and \$50 for expenses; Mr. Dziczek seconded; all aye.

Job Classification Review Board. Mrs. Allen indicated a minor correction was requested. Mrs. Rozanski made a motion to approve the revised Job Classification Review Board budget of \$359; Mr. Dziczek seconded; all aye.

- Mrs. Allen presented the Board with an emergency transfer for a new Savin copier. She stated that the old machine was broken and the needed part could not be found. She showed the Board a brochure indicating the copier she was requesting which is the copier used by all town boards, committees and commissions. Mrs. Rozanski made a motion to approve the emergency transfer request for \$13,400 to be presented to the Finance Committee; Mr. Dziczek seconded; all aye.

- Various appointments were made.

C.R.P.C.D. representatives. The appointment slips for Paul Wilson and Paul DeSimone were signed by the Board; the appointment already made and voted on the week before.

Board of Registrars. Mrs. Rozanski made a motion to re-appoint Florence Mucci to the Board of Registrars through April 1, 1997; Mr. Dziczek seconded; all aye.

Industrial Development Finance Authority. Mrs. Rozanski made

a motion to re-appoint John Dronzek to the Industrial Development Finance Authority through April 1, 1999; Mr. Dziczek seconded; all aye.

Metropolitan Area Planning Council representative. Mrs. Rozanski made a motion to re-appoint Robert Conroy as Medway's representative to the Metropolitan Area Planning Council through April 8, 1997; Mr. Dziczek seconded; all aye.

- Mrs. Allen gave the Board a Class II license to be approved for Scott Carey of Skyline Drive. He had forgotten to return his application to the Board for renewal. Mrs. Rozanski made a motion to approve a Class II license for Scott Carey of Scott's Auto Brokerage, 9 Skyline Drive; Mr. Dziczek seconded; all aye.
- The Board asked that Bob Speroni check and see if proper permits have been pulled for the "tea spot" on Route 109.
- The Board signed the emergency transfer request for repairs of potholes. Amount to be determined when all bills have been submitted.
- Communications acknowledged.
  - From Town Counsel on the Charlie Norman property.
  - From Wheelabrator Millbury indicating Medway's tonnage delivered to them was 4,448.53.
  - From the Community Church expressing an interest in the Cole Library and the Torrent Fire Station.
  - From Department of Education on the public hearings for Common Core of Learning.
- Mr. Dziczek made a motion to open the warrant for the annual town meeting tonight, and to close it on March 28th; Mrs. Rozanski seconded; all aye.
- Mrs. Allen told the Board that a representative from the Hearing Loss Help Company was in to see her and demonstrated equipment to help the hearing impaired. She indicated that one day the town may have to utilize such equipment for town meetings, public hearings, etc.
- The Board thought it would be helpful to have microphones at town meetings so residents could speak and be heard. This will be looked at.
- Mr. Dziczek asked that a proclamation be drawn up for Fran Donovan being recognized as Good Government Association's Citizen of the year on April 10th.
- Mrs. Rozanski stated that she will prepare an article for town meeting for renovations to town hall, and that it should be considered as part of the Capital Improvement Program Committee's plan and budget, as the town has to comply with ADA.
- Mrs. Rozanski reminded the Board of Senator Magnani's office hours to be held in the Superintendent's office Wednesday

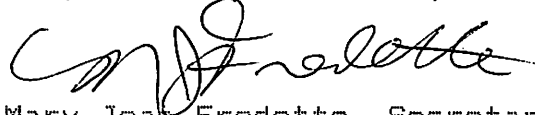


morning.

- Mrs. Rozanski, as a past member of the Water Supply Protection Committee, gave the Board the report that was finally issued by the committee. She asked that copies of the report be given to the Zoning Board and Planning Board. She said this project was no cost to the town.
- Mrs. Rozanski said the National Historic Registry will send an application to her to get the Christ Episcopal Church on the registry.
- Mrs. Rozanski said ~~she is not sure~~ that sub-committees, such as those of the Finance Committee, have to also adhere to the open meeting law and should be reminded of this or they are in violation.

11:25- The meeting was adjourned.

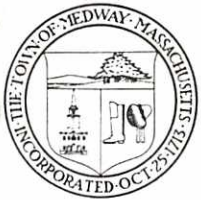
Respectfully submitted,



Mary Jean Fredette, Secretary

mj

approved  
3/21/94



## BOARD OF SELECTMEN

155 VILLAGE STREET  
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(508) 533-3200 • FAX: (508) 533-3201

### AGENDA

March 7, 1994

- 7:00 p.m. Open meeting, sign warrants,  
approve minutes of 2-28-94 meeting.
- 7:05 Safety Office Peter Bates and  
Police Chief Lambirth  
regarding miscellaneous memos
- 7:15 BUDGETS: Fire Department  
Civil Defense  
Police Department
- 7:30 ~~Attorney Edward Beard, member of  
Community Church re: Torrent Fire  
Station~~
- 8:00 Joan Walters, Fisher Street re: drainage  
from Fisher Street onto her property
- 8:15 Ellen Gove and Nancy Taylor re: Camp  
Sunshine  
*8:30 Kathy Rehl - Board of Health.*  
BUDGETS:-DPS/Highway, Traffic Signals,  
Snow Removal, Street Lighting, Board of  
Selectmen, Town Hall, Annual Town Report  
and Insurances.
- Old Business
- New Business

accepted  
3/14/94

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.

Assistant Treasurer Michelle O'Donnell came with a note to be signed by the Board in anticipation of rollover of state sewer grant in the amount of \$62,091, Contract #83-9 (557-CS-03) payable to Zapp Company. Town Clerk Maryjane White was present with the seal. Mr. Brown made the motion it be signed; Mr. Dziczek seconded; all aye.

- With reference to the minutes of February 28th, Mr. Dziczek added the word "not" to paragraph 2 of page 4, and then made the motion to accept the minutes as amended; Mrs. Rozanski seconded; all aye.
- Mrs. Allen mentioned that in looking at the deeds for the Cole Library and the Torrent Fire Station, she found that they were on two separate lots. Mr. Dziczek made a motion that the Board sign the realtor's listing; Mrs. Rozanski seconded; all aye.

7:05 - Chief Lambirth and Safety Officer Bates met with the Board. Mr. Brown asked that they work together to set up communications about safety in writing with reference to:

- road safety, such as intersections that need lights and poles without lights. Mr. Brown indicated Mr. Higgins has a complete list of streets in Medway and their condition.
- Officer Bates asked that if a major road is being cut into, that lights be placed there automatically. Mrs. Rozanski made the comment that stop signs be a part of the conditions that the Planning Board should impose on the developers. Officer Bates also noted that old roads leading to new developments need to be looked at and not forgotten by the Planning Board as well. Mrs. Rozanski and Mr. Dziczek will get together on Friday to compose a letter to the Planning Board.
- Mr. Brown mentioned that certain intersections need to be relined, including putting the stop signs first then, the crosswalks.
- Mr. Brown mentioned the stop lines from side streets coming to the main streets, how some are curved and some are straight.
- Mr. Brown talked about replacement signs that are needed - how many have lost their reflective quality. Officer Bates thought Mr. Higgins could be of help here and communicate to him what he observes in his travels. Mr. Brown suggested both starting a folder on signs. Mrs. Rozanski reminded Officer Bates that he would be the one to think of safety first, not necessarily Mr. Higgins.

- Mr. Brown mentioned the need for new signs, such as "stop sign ahead", "speed signs", and "stop signs".
- Mr. Brown brought up comments made recently at a public hearing for the new school on street changes that might be needed. He did suggest an overhead map of what there is in the area, such as sidewalks, surrounding streets, etc. Mention was made once of making Lovers Lane one way - would it help - what about busses going one way in that direction - rerouting cars a different way - driveways going around the school - changes do not have to be made for at least three years.
- Officer Bates mentioned the problems with fifth and sixth graders being transported to the Middle School now, and the amount of traffic now being generated, and the need for two crossing guards in that location now. Mention was made of the layout the Board asked Norfolk County Engineers to do a few years ago in trying to work out a new driveway area for the Middle/High School, of which nothing has ever been done. Officer Bates noted that the School said this was not their responsibility. Chief Lambirth mentioned that \$1,000 was to be forthcoming from the School for crossing guards because of increased traffic, but never has. It was noted that work around the high school is "off road" and should be the School's responsibility.
- Conversation went back to the Burke School where Officer Bates presented a layout of how he felt traffic flow should be changed for the time being to help the traffic situation out. He asked for the Highway Supt.'s help in getting the necessary signs. Mr. Brown asked that Officer Bates advise Burke School personnel that they would be trying a new traffic pattern, with most traffic being re-routed to exit off of Village Street instead of Holliston Street.

Mr. Brown asked that Officer Bates and Chief Lambirth return next week (3/14 at 7:15) to discuss other issues, such as Alder Street, the Community Church area, speed zones, Summer Street signs, Buttercup/Lovering Streets, Holliston/Main Streets. Mr. Brown brought up the recent site plan review of Our Cleaners, and the Board was surprised to discover that both Officer Bates and Chief Lambirth had problems with Mrs. Honey's request, as did Chief Vinton.

8:00 -

The Board reviewed the Police Department's budget with Chief Lambirth. While looking at the figures, Mr. Dziczek said it would be helpful if they could have the actual vs. appropriated. The Chief explained that he always tries to level-fund, works with bottom lines, and tries not to necessitate an emergency transfer from the FinCom. Salaries were fine. Mrs. Allen explained how she would like to take automotive maintenance out of the budget and put into a separate line item, indicating the Highway Mechanic could then make purchases in gross volume and save the Town money. This subject will be taken up at another time at which time

Mrs. Allen will show all the figures. Mrs. Rozanski made a motion to accept the recommendation of the Police Chief and approve the Police Department budget of \$729,954 for salaries and \$67,580 for expenses; Mr. Dziczek seconded; all aye. The Chief mentioned he would be meeting with Capital Improvement next week.

8:30 - The Walters of 93 Fisher Street and the Longos of 95 Fisher Street came before the Board to discuss the problem of water run-off from new developments on Fisher Street coming down onto their properties. Mr. Brown did remind them that Fisher Street will be worked on in April. Mr. Higgins said catch basins were looked at and they were clear. Hopefully corrections can be made in April, maybe lowering the road. Mr. Brown asked Mr. Higgins to talk to the Norfolk County Engineers about this situation and see what they recommend.

8:40 - Chief Vinton came before the Board with his **Fire Department budget**. The Chief indicated he had four vacancies and no money to fund the positions. He also noted increases in costs associated with new developments going in town. It was suggested that the developer be charged for the new lines for the fire alarm boxes, and he will talk to the Planning Board about billing the developer for the work done. **Mr. Dziczek made a motion that the Fire Department budget be approved for salaries for \$94,761 and expenses for \$62,750; Mrs. Rozanski seconded; all aye.**

- Chief Vinton presented the **Civil Defense budget** in the amount of \$400. **Mrs. Rozanski made a motion to approve the Civil Defense budget in the amount of \$400; Mr. Dziczek seconded; all aye.**

- Ellen Gove, Chairman of the Park Commission, and Nancy Taylor of Camp Sunshine came before the Board. Mrs. Gove first recommended the Town put a special article on the town meeting warrant for a new copier for Town Hall. Secondly, she wanted to update the Board on the fundraising for the new Camp Sunshine building. She indicated they have raised over \$12,000, and in speaking to Town Counsel, he said they could put the money in a savings account and put the Treasurer's name on the account. Mrs. Allen felt it should have been done that way a long time ago. Mrs. Gove also stated that the Town Accountant only had \$6,000 in that account. It was mentioned that everything should be up-to-date now, but the Accountant can only report what has been given to him. Mr. Brown stated if it was OK with the Treasurer, it was OK with the Board.

9:00 - Kathy Rehl and Kellie Cassidy of the Board of Health came before the Board. Mrs. Rehl brought up a concern about Sam White and the fill there. Mrs. Allen said in speaking with Mr. White's attorney, she told him that the issue was not on the Selectmen's agenda. Mrs. Rehl brought up the fact that they want to use a crusher at the end of March for about two weeks, the use of which DEP said was OK. Bruce Gregory of Oakland Cemetery and representing the Village Church was upset that this was being discussed because he would have

brought his attorney. He stated that they would ask that all the debris be crushed, not just the debris from Cushing Hospital. Mrs. Rehl assured Mr. Gregory that Sam White would clear the whole area. Mr. Gregory said the Church was concerned that they will end up with no fill. He stated they want the debris removed and clean fill put back in its place so they can have a cemetery. Mrs. Rozanski and Mr. Dziczek assured Mr. Gregory that the fill will be put back. Mrs. Rehl also stated that they have records of minutes where the DEP has stated that Sam White has to remove all materials. She did mention the concern that there might be some toxic materials present. Mrs. Rozanski stated that the use of the crusher is a decision to be made by the Board of Health, which it looks like they made last week. Mrs. Rehl said they wanted to make sure the Selectmen had no problem with it. Mr. Dziczek made a motion authorizing the Board of Health to go ahead and make the decision on the use of the crusher; Mrs. Rozanski seconded; all aye.

Mrs. Rehl brought up the concern of a regional program for rabies. Mrs. Rozanski mentioned she had gone to a regional meeting on animal control and more information would be forthcoming to the Board of Health when she gets it. She mentioned how situations involving rabies have to be handled quickly as people cannot be held off, and hopes to be able to propose something to address this issue by annual town meeting.

Mrs. Rehl, along with Matt Zettek of the Millis Consortium, came before the Board to discuss the Prins model contract. She stated this was a five year contract with an option for an additional five years, with a co-mingled arrangement. The cost per ton the first and second year would be \$5.50/ton, \$7.50 the third and fourth year, and \$5.50 the fifth year. It was noted that March 30th is the deadline for signing, and it would be based contingent upon the RFP process and town meeting approval of the budget. Mr. Zettek noted that they were keeping the same counsel, which is a help for consistency. He also praised Prins and the contract and felt it was a great deal for the Consortium.

Mr. Dziczek made a motion to sign the Prins Contract with the Millis Consortium subject to a successful RFP, and town meeting approval of the budget; Mrs. Rozanski seconded; all aye.

The Board briefly discussed mandatory recycling and Mrs. Rozanski was not sure yet if she would be in favor of it. Mrs. Rehl felt it would increase participation if made mandatory. She felt it should not include commercial, but municipal buildings and residential customers.

Mr. Higgins discussed the complaint received from a Phillips Street resident on the lateness of when his street got plowed. Mr. Higgins reiterated they do the best they can with what they got. Mrs. Rozanski also mentioned a complaint she had received from an Oakview Circle resident.

- The Board decided to hold over to next week any other budgets that need to be reviewed.
- Mrs. Rozanski brought up the vote made by the Board that she be the designated representative from the Board of Selectmen at School Committee executive session meetings involving collective bargaining and negotiations. That motion was put in writing and Mr. Brown signed it.
- Mrs. Allen told the Board that cost per mile for town-related trips had been increased to 29 cents a mile. Mrs. Rozanski made a motion that the Town Accountant be so informed; Mr. Dziczek seconded; all aye.
- Mrs. Allen said she had written to Michael Ciccioria requesting a reissuance of the financial statement and management letter for FY'91, and then followed up with a phone call to him. He said he will not issue another opinion, as in checking with others in his profession, they would not do it. He also questioned if he did it, who was going to pay for it? Mr. Brown felt Mrs. Allen should let the Audit Committee be aware of the conversation.

Mrs. Rozanski asked how the report as it stood would affect the \$500,000 bond for the new school? Mr. Brown felt the loan might be in anticipation, and did not feel the bank would require the reviewing of the audit report. He felt that Bay Bank counsel has been with the building committee and would advise them accordingly.

- Mrs. Allen stated that Charlie Lynch of the D.A.'s office had called Treasurer Marge Sanford and advised her that Mr. Mahoney, the Assistant District Attorney would be calling her next week.
- The Board received a letter from Town Accountant Bob Brothers indicating he had just received additional revenues through 12/31/93 from the Treasurer that day totalling in excess of \$400,000. Mr. Brothers had asked the Board to destroy the original report he had issued showing a comparison of revenues awaiting the issuance of another. Mr. Brown felt the Treasurer should be sending information to the Town Accountant every two weeks. He asked that the accounts get straightened out and that something be done to get the two to communicate more asking Mrs. Allen to follow up on that.
- A letter received from Communication Skills commented that the EMS Coordinator had not responded to their previous correspondence or phone calls and was trying to let the Board be aware that this account would go to collections if need be.
- Other correspondence was noted for the Board's FYI.
- A letter received from EOCD concerning a Peer-To-Peer Technical Assistance Program was noted, and Mr. Dziczek said he may follow up on this.



- With reference to Philip Boczanowski's project on Main Street for condo units, it was mentioned that an easement is being allowed. Mr. Dziczek asked that we get something in writing from Attorney Fernandes to this effect, and to ask them to come to a Selectmen's meeting with a proposal and legal document for the easement. Mrs. Allen noted they do not have to come to the Board.
- Mr. Dziczek brought up a question by Richard Blethen who has since resigned from the Fire Department, asking about money from Pepsco insurance. Mrs. Allen said he should speak to the Treasurer to get it straightened out.

10:15- 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

February 28, 1994

7:00 p.m. Open meeting, sign warrants,  
approve minutes of 2-14-94 meeting.

7:01 Site Plan - Our Cleaners  
Re: Drive up window

7:05 Town Hall Study Committee  
re: Grant Writer

#### BUDGETS:

7:10 Town Accountant  
7:15 Computer Committee  
7:25 Animal Control Officer  
7:35 Board of Registrars  
7:40 Historical Commission  
7:45 Tree Warden/Moth Agent  
7:50 JCRB

7:50 Sign Permit - Medway <sup>Mar 1</sup> ~~Medway~~

8:00 Philip Parchesky  
re: Local Inspector Reports  
and fees.

8:30 Library Trustees  
re: Cole Library & Station I

BUDGETS: DPS/Highway, Traffic Signals,  
Snow Removal, Street Lighting, Board of  
Selectmen, Town Hall, Annual Town Report  
and Insurances.

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 - Nancy Honey of Our Cleaners on Main Street came before the Board with a site plan for her drive-up window. She explained that the additional parking spaces on the side of the building would be removed, so that turning and drive-up would be easier.

Mr. Brown reiterated his concerns: He had expected the Safety Officer to make some recommendations. Would there be a railing at the end of the walkway? Did he check and make sure that there were adequate safety precautions, and in turning? Mrs. Honey said that Chief Lambirth asked that they stay 35' from the corner of the building before placing the window, and said nothing about a railing. She also indicated they would put yellow markings near the side door and window. The Board still insisted on a better diagram of the road surface area, and indicating what the traffic flow would be, as well as some recommendations from the Police Department. The Board also mentioned speed bumps and special signs. Mrs. Honey said that Officer Bates was really only concerned with adequate space for turning around. The Board asked that Mrs. Honey return with more accurate plans indicating where everything would be located and the precautions being taken on a revised site plan showing traffic flow pattern, signs, possible railing set-up - all of this run by the Safety Officer and then brought back to the Selectmen for review.

7:25 - Paul Wilson and Paul Mitchell of the Town Hall Study Committee came before the Board to discuss the possibility of getting a grant writer. Mr. Wilson mentioned that Franklin and Milford gave him the names of some people to call, and two are interested, but we do have to go out to bid, and we may need some up-front money. If we get a grant, then the grant writer could get compensation, but if no grant, no compensation. Mrs. Rozanski suggested advertising for the grant writer and see what happens. Mr. Mitchell mentioned his concern that we may need a grant administrator afterwards and that it could even be the same person. He agreed on advertising in the Milford Daily News and mentioned that he thought \$3,000 should be set aside for any expenses. He also stated the grant has to be in by August 1st, and each one is individually reviewed and rated. Since there are no funds, Mr. Brown suggested putting an article on the Town Meeting warrant to cover up to \$3,000 for expenses. Mrs. Rozanski made a motion that they advertise for the grant writer; Mr. Dziczek seconded; all aye.

7:35 - Maryjane White, Town Clerk, came before the Board with the Board of Registrars budget, which was level-funded. Mr. Dziczek made a motion that the Board of Registrars budget be approved for \$300 for salaries and \$3,320 for expenses; Mrs. Rozanski seconded; all aye.

7:40 -

Bob Brothers came before the Board and submitted copies of his finance committee worksheet to the Board. The worksheet indicated the actual figures for FY'91, 92 and 93, and appropriations for FY'94 for all departments. The Board also reviewed also reviewed revenues, fees and receipts for the first half of FY'94. Some, such as the Town Clerk's revenues did not look quite right and will be verified.

Mr. Brothers submitted the **Town Accountant's budget**. The budget was the same as last year except for a 3% wage increase, the additional 53rd week, and step increases for his assistant and himself. He commented that most town employees (approximately 525 out of 550) automatically get step increases, where the others have to ask for them. He was told that the Board grants permission for him to go to the JCRB for merit increases for non-union personnel, and then the JCRB would give their recommendation to the Personnel Director. The Board granted that permission to Mr. Brothers. Mr. Brown asked that Mrs. Allen remind the FinCom that they need to have a representative on the JCRB. **Mrs. Rozanski made a motion to approve the Town Accountant's budget for \$63,223 for salaries and \$2,685 for expenses, and referring the line items for increases of \$1,769 and \$798 to the JCRB; Mr. Dziczek seconded; all aye.**

Mr. Brothers came before the Board with the **Computer budget**. Mr. Brown suggested the elimination of additional hardware, to get a better figure on a software maintenance contract, and then come back with revised figures. Mr. Brothers also suggested getting better computers for the Town Clerk and the Administrative Assistant, and to give their computers to the Highway Department and the Inspector of Buildings.

8:00 -

**Animal Control Officer James Cassidy** came before the Board with his **budget**. He stated his expenses were the same as last year's. Mrs. Rozanski reminded Mr. Cassidy that the secretary should be coming under salaries, not expenses. At this time, Mr. Cassidy said he needs an assistant for weekends and nights. Mrs. Rozanski told him that many area towns were having the same problems and they were being looked into. Mr. Cassidy noted that there were about 1000 dogs in Medway, 600 of which were licensed, but Mr. Cassidy did not have the time to pursue the remaining 400. Mr. Cassidy said he needed an assistant now, and possibly he did not want this job anymore. Possibly the Animal Control office should be somewhere other than at his house, say the Board of Health, the Police Department, for example.

**Mrs. Rozanski made a motion to approve the Animal Control Officer's budget of \$8,900 for salaries and \$3,292 for expenses.** Again Mr. Cassidy said he cannot do the job without an assistant now. Mr. Dziczek suggested that he give the Board more accurate information as to when he was available and when not so they have some adequate information to review for other possible assistance. **Mr. Dziczek seconded Mrs. Rozanski's motion; all aye.** Mr. Brown asked that the FinCom be advised the Animal Control Officer situation and budget is a temporary measure to explore other

options. Mr. Cassidy inquired as to how he gets an assistant for help now, and Mr. Brown suggested to first let the Board know in writing what is needed and when, and then if necessary can go to the FinCom for an emergency transfer. It was noted that the help received from the Animal Control Officer in Millis recently was done as mutual aid. Mr. Dziczek suggested the possibility of splitting Mr. Cassidy's salary and expenses with an assistant if the job is split. Mr. Cassidy also noted that his wife as the secretary is having a problem with that as well since his wife works weekends and can't do the job. Mr. Dziczek recommended meeting with Mrs. Rozanski and Mr. Cassidy to discuss this further.

- 8:15 - Mary Ellen Lavenberg came before the Board with their **Historical Commission budget**. Mrs. Lavenberg asked for expenses of \$1,130, and then amended to asking for \$930 feeling that the \$200 for pamphlets might be donated. She asked about technical consultant costs for preservation restrictions for the selling of the Cole Library/Torrent Fire Station. Mrs. Rozanski felt we could go to the FinCom for an emergency transfer if the need is there for a consultant. Mrs. Lavenberg also noted a private donation of materials worth about \$1,000.

Mrs. Rozanski made a motion to approve the Historical Commission budget of \$930 for expenses; Mr. Dziczek seconded but asking that the possible need of technical consultant costs for the selling of the two buildings be made known to the FinCom; all aye.

- 8:25 - Ronald Dolloff came before the Board with the **Tree Warden/Moth Agent budget**. He asked for \$5,500 for the tree budget, \$5,500 for the moth budget, and \$1,000 for his wages. Mr. Dolloff explained that there are still many dead trees to be taken care of, and when he needs a crew, he needs a police detail which costs between \$175-\$225 a day. Mr. Dziczek asked if he could break down or separate the tree expenses and police details a little further. Mr. Dolloff noted that when he requests a police detail, it is up to them to provide him with one; however, he could not understand why quite often a Medway officer is not available and we have to go to Millis.

Mrs. Rozanski made a motion to approve the Tree Warden/Moth Agent budget for \$11,000 for expenses and \$1,000 for salaries and to come back to the Board with a further breakdown; Mr. Dziczek seconded; all aye.

- 8:35 - Mr. Brown presented the **Job Classification Review Board budget**. He asked for \$335 + 3% increase. Mrs. Rozanski made a motion to approve the JCRB's budget of \$345 for salaries; Mr. Dziczek seconded; all aye.

- 8:40 - The owners of Medway Mart, formerly Village Variety, came before the Board to ask permission for the placement of a sign 6' x 2' with a white panel and blue lettering on the Sanford Street side of the building. He had received a

permit from the Inspector of Buildings for the sign in front of the building, but was denied the one for the side. Both signs will be lit.

Mrs. Rozanski made a motion that permission be granted for a 6' x 2' sign to be placed on the Sanford Street sign of the Medway Mart building; Mr. Dziczek seconded the motion admitting he did<sup>n't</sup> feel it necessary to have the sign on that side of the building but reminded them to pull the necessary electrical permits; all aye.

8:45 - Philip Parchesky, Local Inspector, came before the Board to discuss his list of inspections and fees. He stated he usually asks for one lump sum. Mr. Brown stated he did not care when he submitted them, but wants to make sure he was adequately paid. Mr. Parchesky said that the previous inspectors did not receive fees, and now Mr. Speroni is. Mrs. Allen stated that it was the Selectmen that decided Mr. Speroni was to receive fees, and that at least quarterly, a voucher needs to be submitted. She said that the list of 358 inspections Mr. Parchesky just reported would be equal to \$6,086 in fees, plus \$500 stipend, for a total \$6,586 and there is only \$5,200 in the account. Mr. Brown said then an emergency transfer would be in order. Mr. Dziczek mentioned the possibility of a revolving account, which Mr. Parchesky did not like. Mrs. Rozanski mentioned that the money for fees is there when the permit is pulled, and she wanted all inspections done for the integrity of the town. Mr. Parchesky said he only did inspections when requested.

On another matter, as Hazardous Waste Coordinator, Mr. Parchesky mentioned that there was some asbestos underneath the floor tiles in the basement where the cells had been. A qualified person can remove the material and have it sent to a licensed landfill.

8:55 - Kathy Gaudreau of the Library Trustees came before the Board to discuss the Cole Library and Torrent Fire Station I. She stated the Trustees were in the process of selling the Cole Library building, and the realtor wanted to know if the Fire Station should be sold along with it? Mrs. Allen mentioned that the Community Church has approached the Library Trustees and the Board of Selectmen about the buildings, and if done through them, there would be no 6% realtor's fee charged. She also felt that the Historical Commission could determine external restrictions because of being in the historical district, but not internal. Concerns was raised of who would get how much if sold? It was noted that the Community Church is under no written agreement with the Town, and could leave with notice. Mrs. Allen said she had been told by the Assessors that both buildings were on one lot, but she will check and see what the deeds say.

Mrs. Rozanski made a motion that the Library Trustees go ahead and list the Torrent Fire Station I along with the Cole Library; Mr. Dziczek seconded; all aye. Mr. Brown reiterated that we have to go to Town Meeting for final approval to sell the properties. Mrs. Gaudreau said she would get the


Board estimates when received.

- Mrs. Allen said she would go over her budgets with the Board next week as she had been out ill.
- Mr. Brown commented to Highway Supt., Diarmuid Higgins that he had received compliments on the snow plowing done in Medway.
- Mr. Higgins talked about Chapter 90 monies and gave the Board a copy of the accumulated projects that have been approved. He said he was going to meet with Bob Brothers to see what monies we actually have. Money amount being discussed was \$232,000 for road resurfacing on Causeway, Fisher and Village Streets after the Main/Summer/Village Street account was finalized. On the extra funds being requested by Cibotti, it was noted that a letter had been sent to them with our recommendations, but we have not heard anything yet. With \$36,000 remaining from town funds, we should have about \$268,000 to work with. It is hoped that Adams and Lovering Streets could be done with the \$36,000. Mr. Brown noted no new Chapter 90 monies have been given to us yet, and asked that town funds be used up first.
- Mrs. Rozanski said she went to the scheduled Medway visitation that Senator Magnani was going to have at the VFW, but he did not show.
- With reference to the minutes of February 21st, Mr. Dziczek just corrected a motion on page 2 where his name was mentioned twice, and then made a motion that the minutes be accepted; Mrs. Rozanski seconded; all aye.
- A reminder was given to the Board of reappointments for Paul Wilson and Paul DeSimone as representatives to C.R.P.C.D. for another 3 years. Mrs. Rozanski made that motion; Mr. Dziczek seconded; all aye.
- The Board signed proclamations proclaiming the week of March 13-19 "National Employ the Older Worker Week", also the month of March as "American Red Cross Month".
- The Board acknowledged receipt of the ZBA's decision on the Boczanowski petition for a special permit at 163 Main Street for 42 multi-family units. Mrs. Allen hoped that other copies of ZBA decisions could be received as quickly.
- The Board acknowledged a letter from Jeff Nutting asking if the Town was interested in purchasing a parcel of land on Waterview Drive. Since it is under 61A, it has to be offered to the Town first. Motion was made and seconded that the Town does not want the property.
- Mrs. Allen tried to update the Board on the status of the situation in the Treasurer/Collector's Office. She said she had spoken to Charlie Lynch on February 16th, that a meeting was to be held on February 20th, but nothing new since then.

- Mrs. Allen noted that 49 lots were going in off of Ellis Street connecting to Broken Tree and Birch Bark under Ellis Farm Corp.
- Mrs. Allen also mentioned that at the end of Norfolk Avenue, the Robinsons were going to put two lots.
- The Board acknowledged the request from the Zoning Board to place an article on the town meeting warrant for an increase of zoning members from 5 members, to 5 members and two associates.
- Other correspondence was received by the Board for their information.
- Mrs. Rozanski made mention that she had gone to the Animal Control meeting in Milford. More information should be forthcoming.
- Mr. Brown designated Mrs. Rozanski to participate and vote as a member of the School Committee for purposes of collective bargaining.
- The Board discussed Tom Roche's property on Ward's Lane.
- Mr. Dziczek mentioned speaking with Bob Speroni, that Mr. Speroni will try and prioritize issues that should be addressed that were discovered in the re-val process, as well as checking over some of the violations.
- Mr. Dziczek expressed some concern in the School Department not pulling all necessary permits, and felt they should be reminded to do so. Mr. Speroni said it was illegal not to pull permits, and would write a letter to Mr. Gallo informing him to pull permits henceforth.

10:25- The meeting was adjourned.

Respectfully submitted,

  
Mary Jean Fredette  
Secretary

*accepted 3/7/94<sup>mj</sup>*



## BOARD OF SELECTMEN

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

### AGENDA

February 14, 1994

7:00 p.m.

Open meeting, sign warrants,  
approve minutes of 2-7-94 meeting.

7:01

#### BUDGETS:

7:01 Zoning Board of Appeals  
7:05 Emergency Medical Services  
7:15 Police/Fire Communications  
7:25 Capital Improvement Program Comm.  
7:35 Police Department  
7:50 Fire Department  
8:05 Civil Defense  
8:10 Finance Committee

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.

-Town Accountant Bob Brothers stopped in to tell the Board that he had not received any revenues for FY'94 as of yet, even though he had been told he would have them by the end of last week.

7:05 - Budget Hearings.

- **Zoning Board Secretary Arlene Doherty came before the Board with the ZBA budget. Except for the 3% salary increase, the budget was level-funded with salaries at \$2,232, advertising at \$1,600, postage at \$300, office supplies at \$200. Mrs. Rozanski made a motion to approve a budget for the Zoning Board of \$2,232 for salaries and \$2,100 for expenses; Mr. Dziczek seconded; all aye.**

- **Emergency Medical Services Coordinator Donald Grimes came before the Board with the EMS budget. He gave the Board a statement as to how the pagers for EMS were purchased, the quantity, how some of the cost was raised, and how the Lions made a donation as well.**

Officer Grimes went over the budget which now included the cost of emergency personnel in a snowstorm. Mrs. Rozanski suggested a written procedure on exactly when EMS personnel come on during a snowstorm.

He stated that there were 521 calls during the last fiscal year, and 400 calls so far during the first 7 months of this fiscal year.

In his figures, Officer Grimes included an increase in his stipend indicating it was more in line with what other Coordinators receive, and that he works an average of 30 hours a month. He also put in for increases in stipends for the EMS personnel. **Mrs. Rozanski made a motion to approve a budget for the Emergency Medical Services of \$50,133 for salaries and \$10,600 for expenses; Mr. Dziczek seconded; all aye.** Mr. Brown reiterated that this budget was based on 550 calls per fiscal year, \$5,000 for emergency snowstorm personnel, 3 EMT's on a run, increase in stipend of \$50 per EMT, and a \$500 increase in stipend for the Coordinator. The Board was making it known that they are setting realistic budgets, rather than anticipating the need to come back later for emergency transfers.

Mr. Dziczek asked that Officer Grimes do an analysis with surrounding towns to see what responsibilities the EMS personnel have, and what the Coordinator's area of responsibility includes.

- **Police & Fire Communications' Sgt. Salewski came before the Board with his budget.**

He first told the Board that they were having a press conference on February 15th to officially state that the 911 system was in operation. All dispatchers have gone and passed the training mandated. The equipment acquired did not cost the town anything as it was under a state grant.

The Board reviewed Sgt.'s request for his budget, and after some clarification, the Sgt. requested \$124,937 for salaries and \$4,050 for expenses. **Mr. Dziczek made a motion to approve the Police & Fire Communications budget of \$124,937 for salaries and \$4,050 for expenses; Mr. Dziczek seconded; all aye.** *Mrs. Rozanski*

Sgt. Saleski also stated that the dispatchers do not receive as much as others from out-of-town who do police details. He asked that at least time and a half be the going rate for them. Mr. Brown suggested that the rate be one and a half times the dispatcher's rate of pay no matter how many hours that dispatcher has worked that week. Mrs. Rozanski made a motion that dispatchers receive one and a half times their regular rate of pay no matter how many hours have been worked by that person during that week, and all procedures for the assignment of details shall remain the same; Mr. Dziczek seconded; all aye.

Sgt. Saleski also made mention that the Leaps Computer is 6 years old and the system needs upgrading. He noted that Unisis had the state bid at \$2,900, but the total amount for the work would be around \$4,000. Mr. Brown suggested contacting the Computer Committee, but also writing up a description of what he required and why, who would be serviced by the upgrade, and to also mention this need to the FinCom.

- **Capital Improvement Program Committee** Chairman Jane Armstrong came before the Board with her budget. She asked for \$643 for salaries and \$145 for expenses. **Mrs. Rozanski made a motion to approve the CIPC budget of \$643 for salaries and \$145 for expenses; Mr. Dziczek seconded; all aye.**
- **Police Department** Chief Lambirth came before the Board with his budget, but various figures seemed to conflict, so he was asked to contact his FinCom liaison and go over the figures with him and come back to the Board on March 7th. The Chief seemed to feel quite certain his figures were correct.

Mr. Dziczek asked if his request for a copy of their policy manual was ready yet; the Chief said it was being done but it was quite a lengthy project to copy, and collective bargaining also needed to take a look at certain portions of it.

- **Fire Department** Chief Vinton came before the Board, first to ask for a reclassification, and if that was approved, to then submit his budget based on that reclassification. The Board reviewed the opinion of the Job Classification Review Board from 1991. Mrs. Allen, as Personnel Director, was asked for her opinion. She recommended the reclassification because of

the number of building inspections she knew had to be done, and the demand of increase in services that the Chief was being asked to provide. Mrs. Rozanski confirmed that there would be no change or increase in benefits for the Chief. Because of a few clarifications needed, the Chief will return on March 7th with his budget.

- **Finance Committee** Chairman Lou Caccavaro came before the Board with his budget. He asked for salaries of \$2,023, expenses of \$2,979 and a reserve fund of \$100,000. **Mrs. Rozanski made a motion to approve the Finance Committee's budget of salaries of \$2,023, expenses of \$2,979, and a reserve fund of \$100,000; Mr. Dziczek seconded; all aye.**

Mr. Caccavaro also mentioned that he would like to use some of the money in the salary account to have the FinCom book typed up since their secretary was incapacitated. Mr. Brown suggested they hire a "temporary secretary" and to advise Mrs. Allen who they hire.

- The Board of Assessors and Assistant Assessor joined the Finance Committee and the Selectmen in a joint meeting to discuss revenue projections. Mr. Caccavaro said he and John Wilson had worked up some rough figures indicating that the gross property tax levy was \$10,708,692, overlay reserve was \$160,630, state aid was \$2,696,835, local receipts was \$1,872,000, and no free cash or overlay surplus. Taking the net operating budget for FY'94 of \$14,427,822 with increases for 3%, police contract, school contract and the extra 53rd week, total would be \$14,701,322. Adding to that figure, anticipated costs for snow removal, 3rd year of ambulance, police car, and town hall renovation comes to \$14,807,698. Assuming available funds would be \$15,116,897 and subtracting uses of \$14,807,698, would leave a balance of \$309,199.

Mr. Brown noted a 3-5 year program on crack sealing, sidewalks, etc. should also be taken into future consideration. Mrs. Rozanski also asked that the Finance Committee look at an "appropriate" budget for the schools when going over their figures. Mr. Caccavaro mentioned that they were meeting with the Water/Sewer Board on March 7th to discuss a recalculation of the bond. Mr. Brown asked that he contact the Treasurer and the Accountant for their review and comment first. Mr. Caccavaro said he would let the Board know of their findings.

- 9:20 - Highway Supt. Diarmuid Higgins came before the Board. Mrs. Allen read a complimentary letter into the minutes from a Medway couple noting that David Malmberg and Bill McLaughlin were the individuals mentioned in their letter (copy attached). The Board agreed Highway was doing a great job in the handling of the recent snowstorms. Mr. Brown expressed concern that a Police dispatcher did not want to respond to requests from Highway to have cars moved when snow removal was being done.

Mr. Brown asked that Mr. Higgins begin to prepare for the spring projects ahead:

- since it is six weeks before the April 1st anticipated commencement date, to please reconcile with the Treasurer and the Accountant the monies available from Ch. 90 and get estimated costs for Causeway Street, Fisher Street, and Village Street, and to get bids for those that need bids.
- get estimated costs for sand and sealing (chip-seal), paving, and crack sealing to be included as part of a 3-5 year program - either so much per mile or so much per sq. yd.
- all of the above to be included in the road repair budget being prepared for FY'95.

Mr. Dziczek suggested the heads of the various DPS departments should get together and coordinate their joint working requirements for the above projects.

Mr. Brown was told that the Safety Officer was asked to come before the Board on March 7th to discuss various safety issues. At that time, Mr. Brown wants to see the diagrams and/or drawings as to where the lines and markings would be placed on the streets at crosswalks, etc.

Mr. Higgins mentioned the problem he had obtaining road salt, but noted he was able to get one shipment in after two phone calls to Rep. Gardner and Sen. Magnani's offices. Mr. Higgins stated his concern again that the Town get a salt shed for approximately \$40,000 or outfit the Town's present trucks with tanks for liquid calcium for about \$13,000 plus. Mr. Dziczek suggested Mr. Higgins research this area for cost savings in the long run.

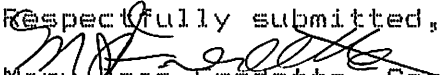
- Mr. Dziczek made a motion to accept the minutes of February 7th; Mrs. Rozanski seconded; all aye. Mrs. Allen asked that the minutes be accepted with a correction to an individual's name from Howard Hight to Mr. Murphy. Correction so noted and amended in the minutes.
- Mrs. Rozanski asked that all boards, committees and commissions receive a copy of a letter reminding them of the open meeting law and the fine that can be imposed.
- The Board signed the ballot question for the Town Clerk.
- A fundraiser being held on March 5th was noted to which the Selectmen have been invited.
- A model contract for Millis Consortium communities to enter into a service agreement with Prins was noted, a copy of which will be made for the Board members. The Consortium is hoping that member communities will sign the draft by March 25th, as the deadline for Prins is March 31st.
- The Board signed the common victualler license for Medway Mart, formerly Village Variety at 141 Village Street.
- The Board acknowledged a letter from Pastor Wes Chapman of

the Community Church indicating that he felt some hazardous conditions existed at the Route 109 intersection of Highland Street and Franklin Street. He made various suggestions, which will be discussed when the Police Chief and the Safety Officer come to a future Board meeting.

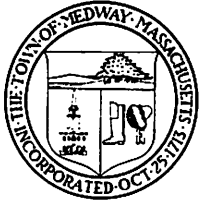
- Correspondence from the Charles River Rail Association was noted, indicating an upcoming meeting on March 3rd.
- It was mentioned that with the information available on Wards Lane, even if Planning Board approved it, the Inspector of Buildings would still not be able to issue a permit for the lots because of land use.
- It was noted there would be no SWAP meeting in February.
- Senator Magnani's upcoming senior forum/office hours in Medway on February 15th was mentioned to the Board.
- Various pieces of correspondence on Enhanced 911 was acknowledged.
- The Board was notified of the new members to the Zoning By-law Revision Committee appointed by the Town Moderator.
- A listing of violations determined by the Board of Assessors in their re-val process was given to the Board.
- An upcoming meeting that the Zoning Board is inviting all boards and committees to was noted.
- Mrs. Allen stated that she had sent a letter to Michael Cicoria requesting they reissue their opinion on the audit report, financial statement and management letter for Fiscal Year 1991, and that she had sent a letter to the Assistant District Attorney asking where they stood in the Treasurer's office investigation.
- A Dog Control Department survey was received from the Town of Milford's Board of Selectmen to gather regionilization information.
- A reminder to the Board of the upcoming February 22nd meeting in Blackstone to discuss the financial impact of the Education Reform Act.
- The Inspector of Building's January monthly report was noted.
- Mrs. Rozanski asked that Mrs. Allen write a letter to the Highway men, with a copy to the Police Chief, asking that they not leave their trucks when snow plowing to have residents move their cars, but to call the Police.

10:05- The meeting was adjourned.

Respectfully submitted,

  
Mary Jean Frédette, Secretary

mj



## BOARD OF SELECTMEN

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

### AGENDA

February 7, 1994

- 7:00 p.m. Open meeting, sign warrants,  
approve minutes of 1-31-94 meeting.
- 7:01 C & R Auto  
re: Class II License  
number of allowable vehicles
- 7:05 Public Hearings - Boston Edison/  
New England Telephone

### BUDGETS:

- Cemetery Commission  
Memorial Committee  
Council on Aging  
Law  
Veterans Services  
Conservation Commission  
Sealer of Weights and Measures  
Wire Inspector  
Gas Inspector  
Building Inspector
- 8:20 Tom Roche  
re: Subdivision plan for Wards Lane
- 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.

- Town Accountant Bob Brothers was present for a while and made note that there will be 53 pay weeks in Fiscal Year 1995 and for the Board to consider those additional funds for budgets.

7:01 - Mr. Ron Murphy of C & R Auto, 16 Main Street, came before the Board to request an increase in the number of unregistered vehicles he could have for sale at his business. Mr. Murphy stated he had 300' of frontage which would be adequate, and any unsightly debris would be at the rear of his business. Mrs. Rozanski made a motion to approve and allow C & R Auto to increase the number of unregistered vehicles for sale at his business from 6 to 12; Mr. Dziczek seconded; all aye.

7:05 - Ed Kelley representing Boston Edison was present to seek the approval of five petitions. One petition with regard to the placing of a pole and guy wire brought some concern from resident ~~Howard Hight~~ of 11 Howe Street who thought the pole was going to be placed in or too close to his driveway. He was assured by Mr. Kelley that they would stay at least 10' from his driveway, but he would review the plans and call the Selectmen's Office with his findings.

Another petition discussed that brought some questions was from Cecilia DelGaudio of 15 Farm Street who was concerned about Candlewood Road being developed and stating the Town Clerk told her there was a cease and desist on the property. Mr. Kelley could also discuss what plans he was aware of, but reassured her that the conduit was going on town property.

Mrs. Rozanski made a motion to approve the petitions of Boston Edison for the placing of a pole and guy wire on the north side of Howe Street, contingent upon Mr. Hight's driveway not being impaired, and the placing of conduit on the east side of Howe Street; Mr. Dziczek seconded; all aye.

Mrs. Rozanski made a motion to approve three other petitions of Boston Edison for conduit on the west side of Oak Street, for conduit on the west side of Main Street, for conduit on the south side of Farm Street; Mr. Dziczek seconded; all aye.

7:30 - Budget Hearings.

- **Cemetery Commission** represented by Chairman Joseph O'Brien. Mr. O'Brien asked for a level-funded budget of \$1,087. He had received no complaints and no request for additional funds needed. Mrs. Rozanski made a motion to approve a budget of \$1,087 for the Cemetery Commission; Mr. Dziczek seconded; all aye.

- **Memorial Committee** represented by Chairman Col. Michael

Matondi. Col. Matondi gave some flag information to the Board as a contact for the purchase of a Medway flag - Eagle Flag Company of E. Weymouth.

Col. Matondi asked for a level-funded budget of \$1,525. Mrs. Rozanski made a motion to approve a budget of \$1,525 for the Memorial Committee; Mr. Dziczek seconded; all aye.

- Council on Aging represented by Chairman Ruth Sanders and Treasurer Paula Bisson. Mrs. Bisson mentioned that they are pursuing the possibility of getting a van for transportation for the seniors. They estimate that the cost to the town to facilitate this van with an employee, insurance, maintenance, etc. would be about \$10,000. As requested, they also included \$260 for the extra 53rd week salary in their budget.

Mrs. Sanders indicated that, at this point, there is no handicap access on the bus they use for the seniors, and that if this van was made available to Medway, it could be made handicap accessible relatively inexpensively. Mrs. Sanders noted there are between 1200-1400 seniors that would be serviced. Mr. Dziczek mentioned possibly two towns could share a van, or use the second one as a backup. Mrs. Rozanski strongly suggested recouping some of the cost if at all possible, and Mrs. Sanders mentioned they might ask for a donation. Mrs. Rozanski made a motion to approve the Council on Aging budget for salaries for \$12,618 and expenses for \$25,612 for a total of \$38,230; Mr. Dziczek seconded; all aye.

- Law represented by Attorney Richard Maciolek. Mr. Maciolek requested a \$2,000 increase in salary, as it has been the same for the last five years. Mr. Dziczek made a motion to approve the Law budget for salaries for \$18,000, expenses for \$11,000, and professional/technical services for \$5,000 for a total of \$34,000; Mrs. Rozanski seconded; all aye.
- Veterans Services represented by Tony Mastroianni. Mr. Mastroianni requested a level-funded budget, reflecting a 3% wage increase, to \$4,956 for salaries, \$15,000 for benefits, \$145 for postage, and \$255 for travel. Mrs. Rozanski made a motion to approve a budget for Veterans Services of \$4,956 for salaries, \$145 for postage, \$255 for travel, and \$15,000 for benefits for a total of \$20,356; Mr. Dziczek seconded; all aye.
- At this time, Mr. Brown requested that the Finance Committee be given a copy of the budget amounts approved by the Board.
- Wire Inspector Bob Belland. Mr. Belland asked for a level-funded budget of \$9,000 for inspection fees and \$150 for expenses. Mrs. Rozanski made a motion to approve a budget for the Wire Inspector of \$9,000 for inspection fees and \$150 for expenses for a total of \$9,150; Mr. Dziczek seconded; all aye.
- Gas Inspector Bob Coakley. Mr. Coakley tried to come up with a more realistic budget because of the increase in



inspections he was performing. He mentioned he was working on his second emergency transfer - the first went through on 11/15/93 with approval on 1/15. He noted 147 inspections in 1992, 216 in 1993, and 145 thus far in Fiscal Year 1994 with 5 months to go. Mr. Coakley suggested a revolving account wouldn't be a bad idea as he felt monies collected in the Inspection Department should stay in that department, become self-sufficient, and eliminate the need for transfers. Mr. Coakley requested \$4,000 in inspection fees and \$150 for miscellaneous expenses. **Mrs. Rozanski made a motion to approve the Gas Inspector's budget for \$4,000 for inspection fees and \$150 for expenses for a total of \$4,150; Mr. Dziczek seconded; all aye.** Mr. Dziczek suggested Mr. Coakley check with other towns to see what their fee schedules were.

- **Inspector of Buildings Bob Speroni.** Mr. Speroni presented some figures for the Board to review. On the first page, he indicated a comparison of permit activity between 1992 and 1993, with an increase in fees collected of \$14,000 from one year to the other. On the second page, he indicated the revenue collected each fiscal year showing that one-half of fiscal year 1994 has almost surpassed last fiscal year's total. On page 3, Mr. Speroni presented his budget indicating an increase in education from \$600 to \$1,000 and inspection fees from \$6,500 to \$17,000. On pages 4 and 5, he indicated the fee per inspection times the number of inspections he anticipates totalling almost \$17,000.

Mr. Brown asked if the Local Inspector was providing Mr. Speroni with a list of inspections done. He stated he had not received anything yet, but it was still early in the month. The Board was concerned that Mr. Parchesky was not being adequately recompensed for the inspections he did. Mr. Speroni mentioned that Dept. of Public Safety is making the rounds of Building Departments in the State, and they would be in to see him, review his records and procedures, etc. It was also noted that there is no log of inspections or vouchers presented for the first half of fiscal year 1994. Mr. Brown requested that Mrs. Allen ask Mr. Parchesky to come and speak to the Board. It was understood by the Board that the request of \$17,000 may be a more logical and appropriate amount, but they were not sure at this time that they can recommend that figure without further substantiation by Mr. Parchesky as to his inspections.

Mr. Speroni asked the Board what would be the procedure to get a computer for his department. Mrs. Allen suggested checking the Computer Committee's budget with Mr. Brothers. Mr. Brown agreed and asked Mr. Speroni to document what he wants and for what purpose, and then to ask Mr. Brothers to see if there is adequate funding in the Computer budget to handle the purchase and to make a recommendation to the Board.

Mr. Dziczek asked Mr. Speroni about the violations the Assessors Office was picking up a few years ago when the reval started. He was told that no new documentation had been received since then, but Mr. Speroni would check it out.

- **Conservation Commission** represented by Chairman Ben Generazio. Mr. Generazio asked for a level-funded budget of \$3,000 for salaries, \$4,500 for consultants, and \$1,900 for expenses. Mrs. Rozanski made a motion to approve the Conservation Commission's budget of \$3,000 for salaries, \$4,500 for consultants, and \$1,900 for expenses totalling \$9,400; Mr. Dziczek seconded; all aye.
- 8:45 - Tom Roche came before the Board to discuss the subdivision plan for Wards Lane. Mr. Roche stated that at a previous meeting, the preliminary plan was discussed with the Board and Planning Board Chairman Jim Brodeur. Mr. Roche indicated that his impression of the meeting was that the Board approved the paving and widening of Wards Lane, until a letter was sent to Mr. Brodeur stating that the Selectmen did not feel the plan served any useful purpose. Mrs. Rozanski had some problem with the plan as presented stating that she felt a court decision had been reached recently which stated that a paper road is not considered legal frontage, and did not feel the Planning Board could waive it. Mr. Roche felt the Planning Board could waive anything, and could show other times the Planning Board has let such things be done. Mr. Brown said he did not have a problem with the plan as long as the cul-de-sac could legally be approved by the Planning Board. Mrs. Rozanski felt the Planning Board was subject to subdivision legislation which would be more restrictive. Mr. Roche also questioned if Wards Lane was a "passable" road or not, feeling that was a decision the Selectmen had to make. Mr. Brown said the Board would send a letter to the Planning Board saying if they could legally and appropriately approve the plan, the Selectmen would agree that Wards Lane could be paved. Mrs. Rozanski and Mr. Dziczek still had a problem with frontage on unconstructed roads. On the question of a "passable" road, the Board will consider it.
- Mrs. Allen noted a letter received from Dennis Neeland of Holliston, who had asked that his letter be read into the minutes (copy attached) praising the work of the Medway Fire Department in helping his father who lives in Medway.
- The Board signed the liquor licenses for the Golden Jade and the American Legion recently approved by the ABCC for change of manager.
- Mrs. Allen mentioned that at a recent Audit Committee meeting, it was requested that the Board of Selectmen ask the auditors to reissue their financial statement and management letter for FY'91 after the auditors discovered the cash variance had been reduced to under \$14,000. The Board agreed that this be done.
- A letter from Blackstone was received indicating a meeting would be held on February 22nd at the Blackstone-Millville Regional High School in Blackstone to discuss the financial impact of the Education Reform Act. The Board was also given documentation from the Department of Education on Medway's preliminary estimates on FY'95 Chapter 70, minimum local contribution, net school spending and foundation budget.

- The Board discussed the glass in the Town Clerk's office that Police Dog Arek broke. They questioned why he was not leashed and why he reacted if he is trained only to react to a command.
- The Board acknowledged receipt of a letter from the Board of Health indicating they had excused the unpaid balance on the School Department's trash bills. It was noted by Mr. Dziczek who was in attendance at that meeting, that the Board of Health and the School Committee had an agreement on payment, and then a third party went in and made another agreement with the School Committee. The intent is to place an article on a future town meeting warrant for resolution.
- The Board acknowledged a petition from residents in the Alder Street area requesting that Alder Street be dead-ended at the intersection of Trotter Drive. This subject will be discussed with Safety Officer Bates when he comes before the Board on other matters. Mrs. Allen will contact Chief Lambirth to arrange a time on the agenda for both asap.
- A copy of the model contract for the Millis Consortium communities was noted. Mrs. Rehl indicated that they will be seeking an extension to enable the Consortium to compare prices among vendors.
- The Board reviewed the minutes of January 31st. After a correction was made, Mrs. Rozanski made a motion to approve the minutes as amended; Mr. Dziczek seconded; all aye.
- The Board asked Mrs. Allen if she had contacted Town Counsel about Al Koch, a member of the Planning Board who has supposedly moved out-of-town. Mrs. Allen commented that Town Counsel believes his resignation should be asked for. However, according to Chairman Jim Brodeur, he said he spoke to Town Counsel and since technically Mr. Koch is still a registered voter until the new census comes out, he felt he could serve on the Board. Mr. Brown asked that a letter be sent to Mr. Koch asking for his resignation.
- Mr. Brown said he got a phone call from Jim Waddell, Chairman of the Audit Committee, who stated he has moved out of Medway to Sudbury. Mr. Brown requested him to send in his resignation, but Mrs. Allen asked that he be told to send it to the Town Moderator since he appointed him.
- Mrs. Allen mentioned that improvement of Route 109 from Coffee Street in Medway to Pleasant Street in Millis will be advertised for bidding on December 16, 1994. The Walker Street Bridge advertisement for bidding will be done on June 25, 1994.
- A new FY'95 salary schedule indicating a 3% increase from FY'94 was given to the Board by the Town Accountant.
- Mass. Bay Transportation's letter thanking the Town for their support of the commuter rail service to Millis was acknowledged.

- Mrs. Rozanski mentioned that there is a \$1,000 fine on the books now for any committees that have not posted their meetings, which includes any executive sessions held as well. Mrs. Allen will send a copy of that ruling to all boards, committees and commissions.
- Marion Cole was present to state she was running for the School Committee now that she was a U. S. Citizen and a registered voter. She also mentioned some information she had been made aware of by the Department of Education that indicated additions made to buildings were also eligible for a 69% reimbursement from the State. She felt this should be made known to residents since the 69% reimbursement has only been made mention with a new school.
- Mr. Dziczek brought up a letter sent by the Medway Business Council on December 10, 1993 wherein they asked for an update on the Route 109 flooding situation and where the project stood. Mrs. Allen was asked to send a response.

10:10- The meeting was adjourned.

Respectfully submitted,



Mary Jean Fredette  
Secretary

mj

No questions asked. Someone needs help. Let's just do it.

That was the highly commendable attitude of several members of the Medway Volunteer Fire Department who recently responded to an emergency of sorts at my father's Medway home. That they would arrive so quickly on a Sunday, with short notice, is remarkable. More impressive still is the fact that they came out and spent several hours working on a flooded basement on Super Bowl Sunday – free of charge, thanks to the town's maintaining their department.

It is true that volunteers like Phil Sherer and Don Brinkman seldom get the recognition they deserve until there is an emergency and someone needs their help. On behalf of myself and my father, I want to offer sincere appreciation to these two, and also to another volunteer and kind neighbor, Neil Coakley. Without their altruism I might have had to think about starting a jumbo, basement aquarium.

I also want to go on record as urging the town and the entire community to offer as much support as possible to these individuals and their department. One never knows who might need their services next. How comforting to think they might be there, whether for a flood of this nature, or, God forbid, something far more serious.

Dennis Nealon  
Holliston, Mass.

Arthur J. Nealon, Lt. Col. Ret. Army Infantry  
Medway, Mass.



## BOARD OF SELECTMEN

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

### AGENDA

January 31, 1994

- 7:00 p.m. Open meeting, sign warrants,  
approve minutes of 1-10-94 and 1-24-94  
meetings.
- 7:05 EMS Coordinator Donald Grimes,  
re: Ambulance Abatements
- 7:15 Board of Health  
re: Animal Inspector and Animal  
Control Officer positions
- 7:45 Permanent School Building and Site  
Selection Committee  
re: Ballot question for 3-1-94  
Election
- 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.

7:05 - EMS Coordinator Donald Grimes came before the Board. He first gave them a cost analysis showing costs, income and insurance indicating a deficit of \$5,146.21. Mrs. Rozanski felt it was just as well that we raised the cost of an ambulance run by \$25, ~~but also figured out that if we eventually raise it by another \$10, we'd break even.~~ *amended*

Officer Grimes brought up ambulance abatements that covered from 1/17/93 to 10/31/93 totalling \$3,003.04, which is Medicare/Medicaid bills after the 4th billing. It was understood that the Town takes the loss, which is included in the \$5,146.21 deficit. The last time abatements were done was from 4/3/90 to 1/16/93 for \$7,642.25, and the time before that for 1988 and 1989 for \$25,000. Officer Grimes indicated that there have been an increase in runs from last year from about 450 to almost 600.

Mrs. Rozanski made a motion to grant the ambulance abatements totalling \$3,003.04 as recommended by the EMS Coordinator; Mr. Dziczek seconded; all aye.

Officer Grimes also mentioned the dire need they had for ambulance pagers, and noted that the fundraiser they had was matched dollar for dollar by the Medway Lions. They hoped they would be in place the next day, and were happy they could raise \$10,000 for 20 pagers. Officer Grimes felt they had done better with International Communications of Boston than the Fire Chief with his pagers, coming up with a cost of \$8,900 complete for the whole Motorola system, with a 5-year maintenance and chargers.

7:20 - Rob Collum, Chairman of the Board of Health, came before the Board to discuss James Cassidy as their Animal Inspector and as it inter-relates with the Selectmen's appointment of Mr. Cassidy as Animal Control Officer. Mr. Collum indicated that Mr. Cassidy is paid for bringing the heads of possible rabid animals to Boston for rabies tests, as well as an annual stipend. It was noted, however, that the Millis Animal Officer was present both times that the possible rabid raccoons had been shot. It was not believed she had been paid yet for her services, and it was questioned if she should be treated as a Medway employee. Mr. Collum expressed concern that Mr. Cassidy cannot always be found when needed, since he has a beeper and an answering machine, and Mrs. Rozanski also agreed stating she had received several complaints on that same issue.

Mr. Dziczek interrupted here stating that if we were discussing an employee's responsibilities, he should be present. The Board agreed, however, Mr. Collum questioned if Mr. Cassidy should be under the Board of Health or under the Board of Selectmen? Mr. Brown felt no decision had to be

made at this time, but stated that there may be other alternatives. He noted the letter received from Milford asking if Medway would be interested in possibly regionalizing the Animal Control Department. Mr. Brown suggested setting up a committee to discuss alternatives, and Mrs. Rozanski agreed saying there should be a procedure in place in light of the rabies situation. Mr. Collum concurred indicating that residents need to know what to do if a possible rabid animal is spotted, and the dispatcher needs to know who to call and how to get immediate action, how to have the rabid animal handled, how is it disposed of properly, how is all this funded, and what is the long-range plan.

Some concern was also posed by Mr. Collum for the fee paid to Francis Cassidy for disposal of animals. Mr. Brown suggested one member each from the Board of Health and the Selectmen get together, and then bring in other parties such as the Police Department, Jim Cassidy and the rest of both boards. The Board gave Mr. Collum permission to contact Chief Lambirth to set up the steps for procedures. Mr. Dziczek indicated he would be available at the Police Station as well on Friday. Mrs. Allen will contact Milford to express our interest in further discussions.

(grave pit)

On another matter, Mr. Collum spoke about the landfill saying that Sam White's attorney went to the DEP to have the dirt moved, but DEP did not guarantee it could be done. Now DEP supposedly has given approval for landfill cover but it all has to be hauled out elsewhere states the Attorney General, even though it was chemically tested clear. Because of the ground being frozen, this may have to be done in the spring.

Mr. Collum expressed his appreciation for all the hard work done by Mr. Higgins and the Highway Department at the Recycling Center.

On another matter, Mr. Collum mentioned the need to move the Board of Health office. A possibility exists to use a portion of the Treasurer's office, and Mr. Collum will talk further with Mrs. Sanford.

7:45 - Members of the School Building & Site Selection Committee came before the Board to get the ballot question prepared for the March 1st election. Mr. Boczanowski said the wording as presented by Mr. Gallo was obtained from bond counsel. Mrs. Allen stated that Mr. Caccavaro indicated the wording should include "originally equip" instead of just "equip", and that the debt exclusion was recommended by the FinCom. Mr. Brown stated that the bonds on the last debt exclusion were varied such as 4, 5 and 20 year bonds. A schedule of all the bonds will be obtained for everyone's information.

Mrs. Rozanski made a motion, on the recommendation of the Permanent School Building Committee, the School Committee, the Finance Committee, and by a vote of the Special Town Meeting to put the following question on the March 1st ballot: "Shall the Town of Medway be allowed to exempt from the provisions of proposition two and one-half, so called,



the amounts required to pay for the bonds to be issued in order to construct, to originally equip, and furnish a new elementary school on town-owned land?"; Mr. Dzikzek seconded; all aye. Mrs. Allen will give the Selectmen's vote and wording to the Town Clerk tomorrow.

- On another matter, Mrs. Rozanski told Richard Kenney, a member of the School Committee who was present, that she had tried to get on the School Committee's agenda concerning financing of ed reform that she had been able to obtain. Unfortunately, Dr. Bettencourt stated there was no room on their next two agendas and would have to wait until March. Mrs. Rozanski said she would formally invite the School Committee liaison to a meeting being held on February 22nd and will go over Medway's figures at that time, as well as an "ABC of 1995 ed reform package", to be held possibly in Blackstone. Mr. Caccavaro will so inform Mr. Verdolino of that meeting as well. Mrs. Rozanski expressed her concern on the two "benchmarks" on ed reform - standard of effort and the foundation budget. She stated that we have to find out why Medway is so expensive to educate.

8:05 - Ellen Gove stopped by to ask the Board's permission to hang a banner they will be making at the new Fire Station. The banner is a radio station contest that will award \$5,000 to the winner which they would plan to put into their Camp Sunshine building fund if they won. She indicated the judges would be coming to town before February 11th to look at it, and then they would be advised of the winner. The Board gave their approval to hang the 3' x 10' banner at the new fire station.

- Mr. Brown brought up some concerns he had with the Safety Officer. Officer Bates indicated at a recent public hearing on the new school that there were problems at the Burke School that were the responsibility of the Board of Selectmen. Mr. Brown stated he has never heard of a problem at the school, and the Board was never asked to do a traffic study in that area. Mr. Brown is requesting, through the Police Chief, to talk to the Board on this issue. He also wants a discussion with Officer Bates on other matter such as: over the past 10-12 months, he was asked to check the speed zones in town, as well as safety signs were to be looked at on a regular basis, and also to do a study on the various new and old intersections in town that may need street lights. Two areas that pose concerns for lack of lights were at the bottom of Fisher Street, and also at Oakland Street. Mr. Brown also voiced concern on the lack of stop lines. Mrs. Rozanski suggested a report from Officer Bates every 90 days or so. Mr. Brown wants the above information now, however, since any reports the Board has asked for have not been turned in. Mr. Brown asked that Officer Bates be placed on the agenda.

- Mr. Brown stated that all members of the Board and Mrs. Allen went to the MMA meeting/trade show in Boston this past weekend. They attended seminars and met with various representatives on various issues, which brought the

following comments:

- ^ Mrs. Allen was asked to arrange the set up of a meeting with Boston Edison to be held in the afternoon, along with the Safety Officer. To be discussed is the possibility of not having representatives of Boston Edison coming to public hearings on pole petitions, if there is no problems with abutters, and thereby saving money. It was also mentioned how Boston Edison was able to provide a brush-cutting truck to other towns, and to check into the availability of that for Medway.
  - ^ Mr. Brown expressed the desire to discuss regionalizing with nearby towns on certain items that might be possible, but excluding big issues such as schools and police departments. Mrs. Allen was asked to send a letter to the Millis Board of Selectmen to ask them if we could work together. Mr. Brown proposed a 6-person committee (3 from each town) to explore ideas for regionalizing services, projects, planning, etc., and then to report back to the two joint Boards of Selectmen. This is similar to the street sweeper both towns utilize now.
  - ^ Mr. Brown mentioned that there seem to be dental plans that need to be looked at, where discounts from certain dentists may be able to be obtained. Mrs. Allen will contact those dental plan companies, but also suggested these dental companies meet with the Insurance Committee.
  - ^ Mr. Brown mentioned MCI's long distance telephone service and the possibility of getting them into our system. Mrs. Allen did not feel she could recommend it as our expenses are not that high in long distance, but Mr. Brown felt it was being offered to all communities in Massachusetts, and at least should be looked at.
  - Mrs. Rozanski said she attended various talks, and one in particular that interested her, was where EOCD recommended not waiting for businesses to come to you. She stated they promote efforts to go to businesses to stay in town, as well as discussions on planning and "growing smart". Mrs. Rozanski said she asked the Planning Board to attend some of these "growing smart" meetings because the town is so much more residential than industrial.
- Mr. Dziczek also expressed his concern as to where the town was going, what planning is being done, to come up with names of consultants, and getting a master plan together. Mrs. Allen was given material by Mr. Dziczek to distribute to others.
- Mr. Dziczek made a motion to accept the minutes of the January 10th and January 24th meetings; Mrs. Rozanski seconded; all aye.
  - It was noted that the Red Bridge had been inspected by the State again, and yes, it is not in use.
  - The Board acknowledged Assessors Chairman June Murray's

letter concerning the problem in getting tax rate approval because written permission was not received by the DOR. Mrs. Allen explained that the action of getting the Director of Accounts approval when there is an increase or decrease in estimated receipts slipped by the Selectmen and Finance Committee.

- MMA's letter on Chapter 70 funds was acknowledged, and Mr. Caccavaro stated he would like to use their figures as a starting ground in two weeks when the FinCom meets with the Selectmen on their budget.

Mr. Caccavaro also asked if they could get preliminary projections on new growth for FY'95 from the Assessors in time for their meeting to cover the time from 1/1/93 to 12/31/93. Possibly the Assessors could be present for this discussion, and to also ask the Town Accountant if he could be on hand as well to comment on local receipts and free cash.

- Mr. Kenney and Mr. Brown discussed a possible audit committee meeting this Thursday, but Mr. Brown indicated he would not be there and did not feel the need for the meeting as there was no new information. Mr. Kenney was concerned about all the discrepancies that still exist, but Mr. Brown felt there was only a discrepancy in the closing entries, and Mrs. Allen said the Town Accountant does not know what figures the auditors used.
- A request was received from the Gas Inspector for an emergency transfer to the Finance Committee to cover his inspections from 11/16/93 through 1/28/94, which he had back-up for, in the amount of \$1,981. Mr. Dziczek made a motion that this request be approved; Mrs. Rozanski seconded; all aye.
- Members of the Town Hall Study Committee stopped by to say that Tri-County will be taking out the plumbing, some walls and the cells in the basement.
- Mr. Caccavaro mentioned that monies are tight since the reserve fund is being used for allocations for the Water/Sewer Department, Planning Board, Gas Inspector, and an outstanding school trash bill of \$22,000. The Board had some reservations on some of those proposed allocations.
- Mr. Brown asked Mrs. Allen to send a letter to the District Attorney from the Board of Selectmen requesting a determination or resolution to the situation that occurred in the Treasurer/Collector's Office break-in last year.
- Mrs. Rozanski mentioned that there are vacancies on the upcoming town election for two members of the Planning Board, and she was aware that one of the present members of the Planning Board, Al Koch, no longer lives in town. She wondered what action should be taken. It was suggested that Mrs. Allen contact Town Counsel to find out how to handle the situation since a resignation would seem to be in order.

- At this time, Mr. Brown stated that he would not be running for re-election to the Board of Selectmen citing three reasons for his decision: lack of time with his family over the past 10 years, increased job responsibilities, and problems with the Finance Committee - call it municipal burn-out. Mrs. Rozanski hoped he would continue to work with the Board on regionalizing with other towns. Mr. Dziczek felt that Mr. Brown had turned the Board in the right direction and laid out good groundwork for follow-up with his goals and plan of action.
- Highway Superintendent Diarmuid Higgins spoke with the Board for a while on the three highway projects including Causeway Street, Fisher Street and Village Street. He estimated the overall cost of all three would be around \$170,000. The only thing he needs to do is get three telephone calls on equipment rental. Mrs. Allen indicated we already had the bid on asphalt. Mr. Higgins felt we had to only get bids for the first 1,500 feet of Causeway Street. He felt Causeway Street would be done after school is out. He also wants to lower the hill on Puddingstone Lane 3-4' as well as the water line. The Norfolk County engineers have been asked for their help in these endeavors.
- The Board spoke about the Town of Sandwich. It was understood that they have 114 miles of town road, with a zero budget since they rely on Ch. 133 and Ch. 90 monies. They determined that about 10% of the present value of the streets should be on maintenance each year. It was felt that the streets are their most valuable asset the town has - not the schools - because the streets are something the whole town uses (schools, EMS, police, library, fire, etc.) which has had their money invested into.
- Mention was made of certain fees per square foot of commercial property being assessed through the Planning Board Rules and Regulations, and getting that money earmarked into infrastructure (mitigation). It was felt that what happens in one town can also impact another town financially as well.
- Mrs. Rozanski mentioned receiving a recent set of Medway demographics from Barbara Gardner.
- A fax was received this evening from MIIA indicating that Medway would be receiving \$12,220 in dividends credited to the FY'95 premium. Total dividends MIIA would be giving out to participants in 1990, 1991 and 1992 totalled \$1,250,000.

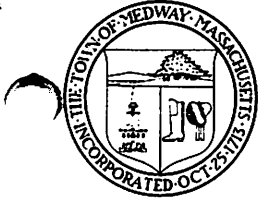
9:35 - The meeting was adjourned.

Respectfully submitted,



Mary Jean Fredette  
Secretary

mj



## BOARD OF SELECTMEN

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

### AGENDA

JANUARY 24, 1994

- 6:30 p.m. - High School.  
Open meeting, sign warrants, approve minutes of  
1/10/94.
- Authorization of use of auditors for cash  
reconciliation of 1991 audits.
- 7:00 - Special town meeting.  
cafeteria

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


6:30 p.m.-Mr. Brown called the meeting to order in the Middle/High School Cafeteria. The warrants were signed.

- Mrs. Rozanski stated that in speaking with Mass Highway this day, it is unsure if there would be any Chapter 90 monies available to Medway after all.
- Treasurer/Collector Marge Sanford was present to go over a voucher for a former employee who had helped out recently. Since there is no policy in place for hiring additional staff when the need is there, Mrs. Rozanski suggested a new policy be drawn up for temporary/professional/consulting employees. Mrs. Allen will write up a sample wording to review with the Board.
- The Board discussed the recommendation of the Audit Committee to bring in someone from Michael Cicoria's auditing firm to go over information regarding the FY'91 audit that still poses some questions. The Board voted to authorize one day only for this purpose to be taken out of monies Mrs. Sanford has in the investigation account (about \$800 left).
- Mrs. Allen asked for a vote from the Board on overexpending on the snow removal account. Mrs. Rozanski made a motion to allow as needed to overexpend on the snow removal account; Mr. Brown seconded; all aye.
- The Board noted the letter from the Police Chief concerning a replacement cruiser windshield.
- Mrs. Allen told the Board that Town Accountant Bob Brothers had completed Schedule A and sent it in.
- It was noted that an engineering company had come to Medway to gather information for passing on to the design engineers for the Red Bridge.
- The Board signed William Boultenhouse's employer-assisted education form for reimbursement.
- Mrs. Allen went over figures received from a local flag maker for the designing of a flag to hang in the Great Hall. \$270 was quoted for a 4' x 6' flag white with blue details, same design on both sides. Small 4" x 6" flags were from \$7 to \$10 depending on the quantity. Mr. Brown asked that we inquire about getting additional 4' x 6' flags if a greater discount is given, and then to see if the schools, library would be interested in buying one; also to think about making the 4" x 6" flags bigger.
- Mrs. Rozanski mentioned receiving complaints about the Animal Control Officer not responding to phone calls, especially in lieu of the rabies problem. She felt this needed to be discussed further and more procedures put in place.

- The Board acknowledged the resignation of Scott Guyette as Sealer of Weights and Measures.
- Lou Caccavaro, Chairman of the Finance Committee, gave the Board the suggested language on the motion of the proposed school for the special town meeting.
- The Board reviewed the letter from Audit Committee Chairman Jim Waddell asking that they be included in the Financial Workshop with the Department of Revenue on February 1st. It was then understood that Mr. Waddell had been told about the workshop by Mr. Verdolino, not knowing that the Selectmen had done the inviting.
- Mr. Brown asked that some additional time be allowed for the Finance Committee when they come to the Selectmen with their budget on February 14th to discuss revenue projections.

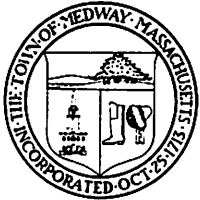
7:00 - The meeting was adjourned for the Special Town Meeting.

Respectfully submitted,



Mary Jean Fredette  
Secretary

mj



## BOARD OF SELECTMEN

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

### AGENDA

JANUARY 10, 1994

- 7:00 p.m. - Open meeting, sign warrants.
- 7:05 - Public Hearing - American Legion  
re: change in manager for liquor license.
- 7:15 - Treasurer/Collector Marjorie Sanford  
re: update.
- 7:30 - ~~C & R Auto~~ *cancelled*  
re: ~~Class II license.~~
- 7:45 - Fire Chief Wayne Vinton  
re: update on Station I filling-in.
- - Highway Superintendent Diarmuid Higgins  
re: 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.

- Mr. Dziczek asked for snow storm cost totals - Mrs. Allen will provide those at the next meeting. Mention was made of a resident at 405 Village Street who was complaining about the amount of snow in front of his mailbox.

7:05 - Mrs. Rozanski read the notice that appeared in the Milford Daily News concerning the public hearing for change of manager at the Medway Legion Building. It was stated that the previous manager, William Fisher, had died and Robert Watson had been voted in as the new manager. Mr. Watson was present and stated that someone had filled in for him until he was elected. He indicated they had been in operation since 1946. He stated that everyone is carded when they come in. When asked if there had been any violations, he stated no. When Mrs. Rozanski mentioned the recent accident that occurred and individuals had come from his establishment prior to the accident, Mr. Watson said there was a private party of 40 at the Legion. There were, however, others gathered outside drinking beer and leaving bottles behind. When asked about a policy, he stated that the bartender will shut someone off if they had been drinking excessively. He stated that members use the downstairs bar, and the upstairs bar is for private parties. Mr. Watson said he will be requesting police details for any future special events, even though this was not a request of the Board. Mrs. Rozanski made a motion to approve the change of manager from William Fisher to Robert Watson; Mr. Dziczek seconded; all aye. Mrs. Rozanski stated, however, that if any violations are found in the ensuing investigation, it would go against the license, not against Mr. Watson.

7:15 - Treasurer/Collector Marge Sanford came before the Board for her monthly update. She stated that tax bills had gone out on time even though there had been computer problems. Mrs. Rozanski suggested Mrs. Sanford see if there is any possible abatement that can be given to those seniors who help out with envelope stuffing at tax time; she will check it out. She indicated that there is approximately \$80,000 outstanding for '92 tax bills and about \$200,000 outstanding for '93 tax bills. She stated that the Registry will be writing to those with outstanding excise tax bills. Mrs. Sanford mentioned the differences in cash in the Treasurer's cash and the '91 audit report. She indicated that some of the difference is in receipts, and that the Town Accountant and the auditors need to work out a cut-off. Mrs. Sanford mentioned the \$660,000 which will be reinvested for 30 days at 2.65% interest. Mr. Brown mentioned that the audit committee is trying to get everyone ready to audit, which is why Bob Brothers, Ruth Allen and Marge were sending goal dates. Mrs. Rozanski asked if any report had been received from the D.A.? Mrs. Sanford said they will be reviewing the letters sent to various taxpayers in town concerning balances before deciding

how to proceed further.

7:30 - Fire Chief Wayne Vinton came before the Board to update them on any fill that was being stockpiled at Fire Station I. He stated that in December, he got a call from someone doing environmental studies, who was willing to give some fill to them. The Chief stated he only wanted clean fill, and when did not hear further, assumed that the fill had not been clean. The Chief also mentioned that he had four openings on the Department, but would not fill the positions at this time since he did not have sufficient funds to buy them their protective gear, and would rather spend what money he had left on his present staff. When the new fiscal year comes around and new funds come available, he would pursue the vacancies.

Chief Vinton spoke about the Department assisting the Library personnel in placing tarps on the Library roof over the weekend to prevent ice damage and remove some of the snow. That came to about 4 hours, about 12 people, about \$500. Then the rest of the weekend, at Mr. Brown's request, the Department went and shoveled out 450 fire hydrants. Between the two, he estimated about \$1000 in cost.

The Chief asked about the CIPC 5 year plan that had been set up last year - since his Department received nothing, should he put last year's request with this year's request and double up; or should he take last year's request and make it this year's request. Mr. Dziczek said he supported the CIPC plan, and Mrs. Rozanski suggested he review his priorities to see if they were the same.

Chief Vinton mentioned that the Department does four demonstrations per year at the nursing homes, and that he has to view at least four demonstrations per year at the schools, even though the State says that they should be doing a fire drill once a month per Chapter 148, Section 38A or 13A. He indicated that fees charged are as high as they can be, but after hearing some towns charge more, he said he will check further, as well as setting up fees for false alarms. It was stated that restitution is given by the Courts when tampering has been established. The Chief also stated that recently, the Department has helped to replace street lights with the Highway Department with the help of the ladder truck. Chief Vinton also said he would like to pursue putting an article on the town meeting warrant in getting the limit raised for having to get three quotes because there is very little that he can purchase for under \$1000.

7:55 - Highway Supt. Diarmuid Higgins stated his annoyance with private snow plows pushing the snow from driveways into the streets and causing hazardous conditions. He also mentioned the incident of a person with a snow blower startling an elderly person when the snow hit his windshield. He also wished that people knew that not every truck that goes through the town with a plow belongs to the town or works for the town. He mentioned a theft that occurred between Tuesday and Thursday of last week when a couple of snow foils were

taken off of our plows, approx. replacement cost \$550. Mr. Higgins stated he reported the theft to the Police.


- Mrs. Allen mentioned that the check for \$2401 had been received from the City of Chelsea for the fuel pumps.
- Mrs. Rozanski made a motion to approve the minutes of January 3rd; Mr. Brown seconded; all aye.
- Mrs. Rozanski mentioned going to the awards evening for the two girl scouts who had received the highest award, the Gold Award. She said it was a nice evening and Monica Parchesky and Caryn Aulenback received certificates from the Board as well as from the Governor and the Speaker of the House and Rep. Gardner was present as well.
- Mr. Brown asked about the project of a flag for Medway, Mrs. Allen will try and pursue it.
- Mrs. Rozanski just noted for the record that, in speaking with Fr. MacKenzie of St. Joseph Church, if the anticipated project to be done at Breezy Meadows comes under the Catholic Church, everything has to go through him and the diocese. She also mentioned that the ski trips at the school are being discussed this evening with the Clergy and the Home & School.
- A letter from Accountant Bob Brothers to the Audit Committee was noted, as well as a letter from Bob Speroni to contractor Greg Coras.
- Mrs. Allen noted a listing she had of 1993 commitments totalling 464 ambulance runs. She will be getting together with Officer Grimes to do another abatement in the near future.
- Building Inspector Bob Speroni's monthly report was acknowledged. Mr. Dziczek asked that he insert an additional column giving year-to-date totals.
- Mrs. Allen noted that Kathleen Reed of the DOR's Bureau of Accounts would join the Board at a financial workshop on February 1st.
- A letter from the Norfolk County Conservation District was acknowledged stating that limited grant money was available for hazardous waste collection days. Mrs. Allen was asked to see if the Board of Health was going to pursue this.
- Senator Magnani's letter to the Mass. Highway Department was noted asking that they pursue the repairing of the Walker Street Bridge expeditiously. The Board requests that we follow up on the situation in 2-3 months.
- The Board reviewed the recommendation of Palmer & Dodge for the wording of the vote for the new school, and assumed Vote B would be the choice wording.
- The Board had a concern with Mr. Maciolek's letter and

vouchers as submitted for payment indicating they wanted more detail as to what the 102 hours he worked for the town were for. Mrs. Allen will write to him for clarification.

- The MMA's letter on lottery proceeds was noted.
- A letter from the MAPC stating they wanted to try and get some economic development going in the towns they represent was acknowledged.
- A letter from FMP Associates was received thanking the Highway Department for their help with an employee's car.
- Mrs. Rozanski stated that SWAP was meeting in Medway on January 20th.
- Mr. Dziczek asked that a separate file be started for master plan information.
- Mrs. Allen asked a question posed by employees of the town hall - if school was closed, should the town hall be closed? It was felt that employees do not know what to do. Mrs. Rozanski felt there should be a policy in place, and Mr. Dziczek asked that Mrs. Allen draft something up for their review.
- Mr. Dziczek looked through his packet and mentioned the Library was interested in selling the Cole Library. Mr. Brown felt it still has to go to town meeting vote. Mr. Dziczek suggested asking Town Counsel for his opinion. Mr. Brown agreed and asked to Mrs. Allen to inquire: does it need town meeting vote, and where does the money go from the sale. He hoped that any money made from the sale would go towards capital improvements for the Library.

9:00 - 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

JANUARY 3, 1994

- 7:00 p.m. - Open meeting, sign warrants.
- 7:05 - Public Hearing - New England Telephone  
re: new pole, Alder Street.
- 7:15 - Public Hearing - Sabina Doyle's  
re: automatic amusement licenses.
- 7:25 - Building Inspector - Bob Speroni  
re: new procedures.
- 7:45 - Highway Superintendent - Diarmuid Higgins  
re: updates.
- - Old business.
- - New business.

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

- Mr. Brothers stopped in to tell the Board about the workshop recently held by Chief Vinton on First Choice, which was attended by about 12 employees. A possible second workshop will be held in the future.

7:05 - Mrs. Rozanski read the notice that appeared in the Milford Daily News for a public hearing for New England Telephone Company and Boston Edison. Pat Lovett was present representing NET for a new pole on Alder Street. As there were no objections, Mrs. Rozanski made a motion that the petition be granted; Mr. Brown seconded; all aye.

Mr. Lovett also suggested a letter be sent by the Board to Boston Edison and New England Telephone asking that any work they have to do be done prior to the Town resurfacing on those same streets.

- The Board discussed an article submitted by the Water/Sewer Commissioners for inclusion on the January 24th Special Town meeting warrant. The Board felt this should not be a town meeting article, and recommended they do an emergency transfer through the Finance Committee.

7:15 - Mrs. Rozanski read the notice that appeared in the Milford Daily News for a public hearing for an amusement license and Sunday entertainment license for Sabina Doyle's. As there were no objections, Mrs. Rozanski made a motion that the automatic amusement license be approved for one coin-operated CD player and two coin-operated amusement devices for the second floor game room; Mr. Brown seconded; all aye. Mrs. Rozanski made a motion that the Sunday entertainment license be approved for the same devices; Mr. Brown seconded; all aye.

- Mrs. Rozanski made a motion that the minutes of the December 20th meeting be approved; Mr. Brown seconded; all aye.

- The Board discussed the January 24th Special and the one article warrant for a new school. Mrs. Rozanski questioned if it passed at the Special, but not at the ballot, how often could it appear on the ballot? It was agreed that the Selectmen make that final decision; however, Mrs. Rozanski still felt there should be some "closure" on the article. Mr. Brown suggested that the Finance Committee be given a recommendation of wording for the motion if "closure" is requested, such as "subject to being on the ballot by a certain date". It was noted that the public hearing to discuss this article will be held at the Burke School on January 18th.

7:30 - Building Inspector Bob Speroni came before the Board to discuss two matters. He gave them a sample of a political

election sign information sheet the Selectmen had asked him to make up last year. With a few corrections, the sheet was approved. Mrs. Rozanski suggested he ask Town Clerk Maryjane White to give the sheet out to those taking out nomination papers at election time.

Mr. Speroni also told the Board about a change in inspection procedures, in that anyone requesting a building inspection may now call the Local Inspector Philip Parchesky directly instead of routing the calls through the Selectmen's office. This will allow for more efficient communication between the Local Inspector and those requesting inspections, as well as eliminating the Selectmen's Office as the "middle man".

Mr. Speroni also indicated his desire to get a computer so that permitting data can be inputted to provide greater access to building information. He will be speaking to Bob Brothers further on this.

Mr. Speroni also asked for assistance in getting a list of inspections performed from the Local Inspector. He indicated that come budget time, he does not know how many inspections were performed, and therefore, finds it difficult to come up with an accurate budget for his department, except at year end when he submits a voucher for the entire year. Mrs. Rozanski asked that Mrs. Allen write a letter to the Local Inspector attaching a sample form for the recording of inspections, as well as requesting that a voucher be submitted with the inspection list on a monthly basis.

8:00 - Water/Sewer Commissioner Gardner Rice stopped in to mention the possibility of sewerage Holliston land through Medway land next to Claybrook Farm on Summer Street where 60-90 homes might be going. More information will be forthcoming.

8:10 - Highway Superintendent Diarmuid Higgins told the Board he is trying to keep a record of the conditions of streets in town. Mr. Brown asked that Mr. Higgins start preparing the bidding process for the projects approved by Mass Highway assuming a starting date is in April. He told Mr. Higgins those projects that don't require bids should be prepared for a commencement date in April as well. He then requested that Boston Edison and New England Telephone be advised of the proposed work as these projects begin.

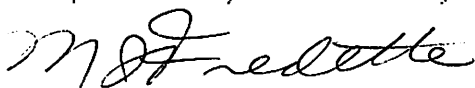
Ed Duggan's letters to Mr. Higgins concerning the drainage situation on Fisher Street were noted, and Mr. Higgins indicated they hope to begin that work in April as well.

- The Board reviewed the resume of Matthew George of Cottage Street for the Capital Improvement Program Committee vacancy. Mrs. Rozanski made a motion that he be appointed as the Selectmen's rep through June of 1997; Mr. Brown seconded; all aye.

- A letter from the Department of Education's Robert Antonucci concerning net school spending for FY'94 was acknowledged.

- The Board acknowledged Senator Magnani's letter to the Board of Health concerning possible lead in the old firing range at the Town Hall. It was recommended that the Town Hall Study Committee include the additional cost of hiring a private Lead Inspector in their figures.
  - A balance sheet, dated June 30, 1993, and prepared by Town Accountant Bob Brothers was noted.
  - Mr. Brown signed the document for the DEP with regard to the Recycling Center's composting area being an approved site.
  - The Board noted the invitation to attend a reception for the two Medway Girl Scouts, Caryn Aulenbach and Monica Parchesky, receiving the Gold Award on January 5th. Certificates will be made up for them.
  - A map of Cottage Street and Chicken Brook as prepared by Mr. John Blair was noted; as was the MMA bulletin; and the Animal Control Officer's logged report from September to December.
  - Mrs. Allen mentioned two invoices she received from Michael Cicoria concerning preparation work they had done. Mr. Brown said payment should come out of the \$15,000 already budgeted, and once the money is gone, then Mr. Cicoria would be paid no more.
  - The Board noted the letter received from Conservation Commission chairman Ben Generazio indicating the Commission was not interested in the purchase of land at Cutler Street and Norfolk Avenue belonging to Anne Cox/Owen Keenan.
  - Mrs. Rozanski expressed her concern about getting revenue-producing businesses into the Town. Mr. Brown suggested a general meeting and inviting committees to the meeting that have something to do with generating new growth and business to Medway.
- 8:30 - John Boczanowski stopped by to mention the upcoming meetings for the proposed new school: an abutters meeting by invitation at the Burke school on January 10th at 7:00 p.m.; and a general public hearing on January 18th at 7:00 p.m. at the Burke School. He also stated he believed there was a 3 year wait to get on the State list as told to him by Diane Brice, the State's new director. Mr. Boczanowski also said he had calculated that taxpayers would end up paying about \$1,500 over 20 years for an assessed \$173,000 home for the new school.
- 8:50 - The meeting was adjourned.

Respectfully submitted,



Mary Jean Fredette, Secretary

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