

**Board of Selectmen's Meeting
Monday, January 5, 2015 – 6:30 PM
Sanford Hall
155 Village Street**

Present: Dennis Crowley, Chair; John Foresto, Vice-Chair; Richard D'Innocenzo, Clerk (6:54 PM); Glenn Trindade (left at 7:20 PM and returned at 8:00 PM) and Maryjane White.

Also Present: Michael Boynton, Town Administrator; Barbara Saint Andre, Town Counsel; Christopher Brown, Town Counsel; Tom Holder, Director, Department of Public Services.

At 6:30 PM Chairman Crowley called the meeting to order and led the Pledge of Allegiance.

Executive Session:

At 6:32 PM Selectman Foresto moved that the Board enter Executive Session under Exemption 3 to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares [Net Metering Agreement Enfinity SPV Holdings/SunEdison] with the intent to return to public session; Selectman Trindade seconded. The Chair did so declare. No discussion. Roll Call Vote: 4-0-0 – Crowley, aye; Foresto, aye; Trindade, aye; White, aye.

At 6:59 PM Chairman Crowley reconvened public session.

Public Comments: None.

Discussion – Proposed Special Act, Eminent Domain Takings:

The Board reviewed the following information: (1) Proposed special legislation for Redevelopment Authority in connection with eminent domain takings; and (2) Email, dated December 30, 2014, from Town Counsel.

Mr. Boynton stated that the deadline for the legislative delegation to file on behalf of the Town is fast approaching. He noted there are a couple of issues with the Oak Grove process. When we get to "owners unknown", the Town still needs to appropriate the value of the property that would be taken by the Town under eminent domain. If the funds are never claimed, the balance reverts to the State unless there is a local statute in place. He recommends that this proposed special legislation be forwarded to the delegation for review. This would allow any funds to stay within the Town if the Town decides to set it aside in the first place. Mr. Boynton emphasized that, in this case, the word "Town" refers to Redevelopment Authority. Discussion followed.

Selectman Trindade moved that the Board direct Town Counsel to prepare the proposed Special Act and forward to the Medway delegation for consideration during the legislative session; Selectman White seconded. Discussion followed on how to file without Town Meeting action as there is no

Town Meeting scheduled before the filing deadline. It was noted that language can be added that the Special Act is conditioned upon Town Meeting approval. No further discussion. VOTE: 5-0-0

Discussion with Charles River Pollution Control District Representatives:

There were no background materials.

Present: Tom Holder, Director, Department of Public Services; Elizabeth Taglieri and Kristen Mucciaroni, Charles River Pollution Control District; Jane Madden and Elena Proakis, CDM Smith; Robert Wilson, Chan Rogers, and Leo O'Rourke, Medway Water and Sewer Commission.

Ms. Taglieri provided a brief update on Medway's relationship with the Charles River Pollution Control District, statistics, capacity, regulations and next steps. Responding to a question from the Board on how the permitting capacity is determined, Ms. Taglieri stated that permitting capacity based on how much capacity is available (16%) of the gallons per day. Small overage can be absorbed by other communities who are under their capacity as it takes time to reduce infiltration inflow. Mr. Boynton explained that communities can often purchase additional capacity from other communities. Medway sold some capacity years ago and it may not be recoverable. It was noted that the Town of Millis recently purchased additional capacity from Franklin, which may not be reflected in the numbers in this discussion. Discussion followed.

At 7:25 PM Selectman Trindade exited the meeting room to attend another meeting; he returned at 8:00 PM.

It was noted that the NPDES permit has been re-issued due to many complaints and comments from communities. Mr. Holder reported that Medway submitted comments in December.

Chairman Crowley referred to a budget document from two years ago and asked how close the projections were to actual numbers. After brief discussion, it was determined that those figures referred only to Phase C, not the entire project. Much discussion centered around the future costs relative to required capital upgrades with Mr. Foresto suggesting the need for a 10-15 year capital plan as well as comprehensive plan for keeping operational expenses in check.

Discussion followed on increasing the filtration capacity, relative capacities upstream, treatment of phosphorous, impact of the capital improvement plan on communities, potential phase-in of new technologies, operating expenses, potential for small solar array on closed landfill, and the feasibility of an anaerobic digester.

Approval – Change of Hours, PragatHari LLC d/b/a West Medway Liquors:

The Board reviewed the following information: (1) ABCC Form 43; (2) ABCC Retail Alcoholic Beverages License Application; and (3) PragatHari LLC corporate vote.

Present: Kunal Patel, Manager.

Selectman Foresto moved that the Board approve a change of Sunday closing hour to 9:00 PM for PragatHari LLC d/b/a West Medway Liquors; Selectman D'Innocenzo seconded. No discussion. VOTE: 4-0-0.

Authorization of Chairman to Execute Contract with Haley & Ward for General Services:

The Board reviewed a proposed Contract. It is noted the agreement is funded from available operating funds.

Present: Tom Holder.

Mr. Holder explained that the proposed Contract for Master Service Agreement is designed to formalize a process that the Department of Public Services is already using. It defines a set of terms and conditions and will expire in 2018. Brief discussion followed during which the Board requested that the rate schedule be included in the contract, and rate increases no greater than 2% per year be approved by the Town Administrator.

Selectman Foresto moved that the Board authorize the Chairman to execute the contract with Haley & Ward for general services with the rate provided on a letter dated January 5, 2015 and that the annual rates may be increased at an amount not to exceed 2% as approved by the Town Administrator; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

Authorization of Chairman to Execute Regulatory Agreement for Millstone Village:

The Board reviewed the following information: (1) Correspondence from Maureen O’Hagan, MCO Housing Services, dated December 17, 2014; (2) Document entitled “Regulatory Agreement and Declaration of Restrictive Covenants for Ownership Project”; and (3) Email, dated December 22, 2014, from Town Counsel.

Present: Mr. Doug Havens, Community Housing Coordinator.

Mr. Havens explained that these documents must be signed and notarized before the marketing can begin for the eight (8) affordable units. He reported that the Regulatory Agreement was reviewed and approved by Susan Affleck-Childs. The agreement was reviewed and approved as to form by Town Counsel.

Chairman Crowley stated he would like to see a document from the Housing Trust that it agrees and approves this document. He also asked about the reference to local option or preference on page 4 and wanted to know how that could be secured for Medway residents. Mr. Havens responded he would research it, but theorized that it is part of the deed restriction or possibly a component of the special permit.

Chairman Crowley asked what entity establishes the condo association fees. Mr. Havens responded that it would be the developer, and those fees are also approved by the DHCD. There was a question of whether the affordable housing units would pay the same fees and whether reduced fees would adequately support the development.

Mr. Havens will get answers to the Board’s questions and report back to the Board on January 20.

Authorization of Chairman to Execute Amendment One to Memorandum of Understanding with Town of Arlington for Multi-Jurisdictional Orthoimagery:

The Board reviewed the following information: (1) Amendment One – Memorandum of Understanding Between Town of Arlington, MA, fiscal agent for the Massachusetts Orthoimagery Consortium, and the Town of Medway; and (2) Email from Town Counsel dated December 24, 2014.

Selectman Trindade moved that the Board authorize the Chairman to execute Amendment One to the Memorandum of Understanding with the Town of Arlington for multi-jurisdictional Orthoimagery, as presented; Selectman White seconded. No discussion. VOTE: 5-0-0.

Vote to Continue Membership in the MetroWest Veterans' Services District and Designation of Town Administrator to Serve on Board of Directors:

There were no background materials.

Selectman Foresto moved that the Board vote to continue the Town's membership in the MetroWest Veterans' Service District and to designate the Town Administrator to serve on the MetroWest Veterans' Service District's Board of Directors; Selectman Trindade seconded. No discussion. VOTE: 5-0-0.

Discussion – Possible Special Town Meeting (March 9 or 16, 2015), Vote to Open Warrant:

There were no background materials.

Mr. Boynton reminded the Board the Medway Public Schools has been working toward getting replacement windows for the McGovern School. The application will be going to MSBA on January 14 and cannot wait until Town Meeting. Of the estimated cost of \$1.3 million, half will be reimbursed. He emphasized that there will be no debt exclusion, and the cost will be paid out of general obligation bonds. This needs to be in place soon so that the work can begin as soon as school dismisses in June.

Selectman Trindade moved that the Board set a Special Town Meeting for March 9, 2015 and that the Board move to open the Special Town Meeting Warrant for March 9, 2015; Selectman Foresto seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board accept the boilerplate language as presented as the MSBA; Selectman Foresto seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board close the Special Town Meeting Warrant for the Special Town Meeting on March 9, 2015; Selectman Foresto seconded. No discussion. VOTE: 5-0-0.

Action Items from Previous Meetings:

The Board reviewed the list of Action Items.

Selectman Trindade reported the DPS Facility Committee would be meeting this week.

Mr. Boynton will connect with the Finance Director on how to present the Meal Tax proposal at Annual Town Meeting in May. It would involve a vote to accept the state statute.

Approval of Warrants:

The Board reviewed Warrant 15-28.

Selectman D'Innocenzo, Clerk, read aloud Warrant 15-28, dated 1/8/15, presented for payment:

Town Bills	\$111,539.94
TOTAL	\$111,539.94

Selectman Trindade moved that the Board approve the Warrant as read; Selectman White seconded. No discussion. VOTE: 5-0-0.

Approval of Minutes:

The Board reviewed draft public session minutes from meetings held on October 20, 2014; October 21, 2014; and November 25, 2014.

Selectman Trindade moved that the Board approve the open session minutes of October 20, 2014, as presented; Selectman Foresto seconded. No discussion. VOTE: 4-0-1 -- D’Innocenzo abstain (absent).

Selectman Trindade moved that the Board approve the open session minutes of October 21, 2014, as presented; Selectman Foresto seconded. Chairman Crowley offered an additional sentence on Page 4. Selectman Trindade amended his motion to reflect approval of the minutes, as amended; Selectman Foresto seconded the amended motion. No further discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board approve the public session minutes of November 25, 2014, as presented; Selectman Foresto second. No discussion. VOTE: 5-0-0.

Town Administrator’s Report:

Mr. Boynton briefly addressed the following topics:

- FY16 Budget Process Update,
- Water Accountability Update,
- Committee Meeting this week – EPFRAC and DPS Facility, and
- Town Offices will be closed on January in observance of Martin Luther King Day

Selectmen’s Reports:

Selectman Foresto announced that there is a lack of members on the Energy Committee due to people moving out of the community. He noted that a couple of people have been attending meetings for some time and asked if the Board would appoint them to the committee.

Selectman D’Innocenzo moved that the Board appoint Matt DeSorbo and Paul Mahoney to the Energy Committee; Selectman Trindade seconded. No discussion. VOTE: 5-0-0.

Selectman White pointed out that these individuals will need to come in to the Town Clerk’s office to be sworn in.

On other topics, Selectman Trindade suggested the possibility of using CPC funds for a playground at Idylbrook Field. Brief discussion followed.

Chairman Crowley briefly discussed the use of paper and asked which members need hard copies of the meeting packet.

At 8:48 PM Selectman D’Innocenzo moved to adjourn; Selectman Trindade seconded. No discussion. VOTE: 5-0-0.

Respectfully submitted,

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Jeanette Galliard
Night Board Secretary

**Board of Selectmen's Meeting
Tuesday, February 17, 2015 – 7:00 PM
Sanford Hall
15 Village Street**

Present: Dennis Crowley, Chair; John Foresto, Vice-Chair; Richard D'Innocenzo, Clerk; Glenn Trindade (7:02 PM) and Maryjane White.

Also Present: Michael Boynton, Town Administrator; Melanie Phillips, Finance Director; Tom Holder, Director, Department of Public Services; David D'Amico, Deputy Director, Department of Public Services.

Medway Police Department: Allen Tingley, Chief; Sergeant William Kingsbury; Officer David McRoberts; Sergeant David McSweeney; Officer John Rojee; Officer Richard Simard II; and Sergeant Jason Brennan.

At 7:00 PM Chairman Crowley called the meeting to order and led the Pledge of Allegiance.

Public Comments: None.

Appointment to Conservation Commission – Scott Salvucci:

The Board reviewed the following information: (1) Resume of Scott Salvucci, P.E.; and (2) Endorsement from the Conservation Commission.

Present: Scott Salvucci

Mr. Salvucci stated he moved to Medway a month ago and would like to volunteer within the community. Through his full-time job, he meets with other conservation commissions and felt he could bring a lot of knowledge and experience to the position.

Selectman Foresto moved that the Board appoint Scott Salvucci to the Conservation Commission for a three-year term through June 30, 2018; Selectman Trindade seconded. No discussion. VOTE: 5-0-0.

Recognition – Medway Police Officers:

At this time, Mr. Boynton reminded the Board of an incident that occurred on November 14, a situation with the possibility of a barricaded suspect. These officers responded to this incident in addition to the local SWAT team. Chief Tingley and his officers diffused the situation prior to SWAT getting there, and the suspect was brought into custody with no injuries. Mr. Boynton emphasized that these officers performed their duties with professionalism and expertise, avoiding what could have been a serious situation. He commended Chief Allen Tingley, Sergeant William Kingsbury, Officer David McRoberts, Sergeant David McSweeney, Officer John Rojee, Officer Richard Simard II, Sergeant Jason Brennan, and Officer Donald Grimes (absent) for their performance.

Chairman Crowley noted that, due to the swiftness in which it was accomplished, the public was likely unaware that this ever happened. The Board would like to recognize other groups in town when there is "conduct above and beyond the call of duty".

With this in mind, Mr. Boynton expressed appreciation and thanks to the Department of Public Services employees on the snow removal efforts. It has been a challenge to keep up with the frequency of storms, to keep roadways passable, and to clear sidewalks adjacent to schools.

Update and Discussion – Wastewater and Stormwater Planning Activities:

The Board reviewed a PowerPoint Presentation.

Present: Tom Holder, Director, Department of Public Services; Kirsten Ryan, Kleinfelder.

Mr. Holder briefly reviewed the warrant article from a few years ago which provided for the SRF loan with low interest. Utilizing a PowerPoint presentation, Ms. Kirsten Ryan, Kleinfelder, provided updates on Medway's Integrated Water Resources Management Program and the NPDES [National Pollutant Discharge Elimination System] MS4 [Municipal Separate Storm Sewer System] Permit. The years 2003-2008 were covered in the initial iteration of the MS4 permit which has been extended while a new draft is being developed. Ms. Ryan indicated that the original program allowed municipalities to develop their own plans while the new program will be very prescriptive – increased operational requirements, increased data collection and reporting, and inclusion of major capital improvements all of which will place a significant administrative cost on the community. Ms. Ryan anticipated the EPA's issuance of the final permit document in mid-December 2015 with implementation slated for July 2016. The Kleinfelder review included the current status, public education and involvement, illicit discharge detection and construction site runoff control. Ms. Ryan briefly discussed maximum daily loads, timelines and major challenges of the new MS4 Permit. With regard to Medway's IWRMP, she identified current and future needs, accomplishments and next steps, and components of Phase 1 compliance.

Brief discussion followed on costs and available grant programs. Medway's current program costs are estimated at \$300K and expected to increase to \$600K-\$800K excluding the capital project component of approximately \$29M over 20-year period. Chairman Crowley asked that the estimated impact to the taxpayer be provided. It was noted that it often takes 2-3 years to get a program off the ground due to the public outreach and other components. A fee often referred to as a "rain tax" is sometimes adopted as part of the water and sewer billing to help defray the costs of these programs.

Discussion – 2015 Roadway/Sidewalk Plan:

The Board reviewed a document entitled "Roadway Paving Projects plan" provided by the Department of Public Services. An updated document was distributed at the meeting.

Mr. Holder reported that the new handout contained updated information from the original one. He briefly reviewed the information including roadway funds, projects completed or in process, and committed funds for upcoming projects. He then reviewed funding status, proposed FY16 projects, and the Fall Town Meeting Funding schedule. It was noted that if all the projects on the list are done, there will be over \$184,987 left over, including the \$400,000 from free cash. Discussion followed. It was suggested that, in order to get some of the streets finished, an appropriation out of general fund or operation reserve may be considered. Town Administrator Boynton indicated the need to learn FY2016 Chapter 90 figure before any related contracts are signed.

Approval – Spending in Excess of Budget Allocation, Snow & Ice Removal:

The Board reviewed the following information: (1) Massachusetts General Law Chapter 44, Section 31D; and (2) Document entitled "Free Cash Status, Proposed Free Cash Usage, and FY16 Capital Borrowing".

After brief discussion on current expenses associated with snow removal, Selectman Trindade moved that the Board authorize incurring liability and making expenditures in excess of the available fiscal year 2015 appropriation for snow and ice removal as provided for in M.G.L. Chapter 44, Section 31D; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

At this time, Mr. Boynton distributed a handout outlining proposed free cash usage and FY16 Capital Borrowing, noting that there is a possibility of using free cash to fund snow and ice. He noted further that expenses incurred by the Fire Department and Police Department relative to snow storms are NOT included in the Snow and Ice Funding nor are any potential property damage claims. Mr. Boynton briefly reviewed topics relevant to storms. The National Guard has been in town to help dig out hydrants. He asked residents to do what they can to dig out hydrants and drains near their homes as it will only help in the long run.

For the benefit of viewers, Selectman Trindade explained that the budgeted amount was based on Snow & Ice Expenses over the last ten years. The Department of Revenue prevents the line item from being lowered so the board is careful to keep track of those expenses and not increase the line item too much.

Approval – Change of Hours, Vivaan LLC d/b/a One Stop Convenience:

The Board reviewed the following information: (1) ABCC Form 43; (2) ABCC Retail Alcoholic Beverages License Application; and (3) Vivaan LLC corporate vote. No one from the business was present.

Selectman Trindade moved that the Board approve a change in hours of operation for Vivaan LLC d/b/a One Stop Convenience to allow for Sunday opening at 10 AM and Sunday closing at 9 PM; Selectman White seconded. Ms. Kisty pointed out that the Commonwealth granted permission for the 10AM opening for liquors stores in general; the 9 PM closing was a separate change in hours. No further discussion. VOTE: 5-0-0.

Approval – Waiver of Building Permit Fees for Work Associated with McGovern School Door/Window Replacement Project:

There were no background materials.

Mr. Boynton stated that this is usually done for Town projects to avoid transferring funds from one department to another.

Selectman Trindade moved that the Board approve the waiver of all building permit fees for work associated with the McGovern School door/window replacement project; Selectman D’Innocenzo seconded. No further discussion. VOTE: 5-0-0.

Review and Approval of Annual Town Meeting Warrant:

The Board reviewed the proposed 2015 Annual Town Meeting Warrant.

Chairman Crowley expressed concern that there was not adequate time to fully review the proposed Warrant this evening and asked if it could be postponed to a meeting on February 24. After brief discussion, it was agreed to schedule a separate meeting on Tuesday, February 24.

Citizens Petition for March 9, 2015 Special Town Meeting Warrant:

The Board reviewed a Citizens’ Petition submitted January 2015.

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Mr. Boynton reported that this petition was originally submitted for the March Special Town Meeting Warrant but the format was not acceptable. That warrant is now closed. The petition can be rewritten in the proper format in order to have a clean article for 2015 Annual Town Meeting. It can be tethered to a second article for their actual article (non-petition), and if the first does not pass, the second article would be dismissed. Ms. Kisty will arrange meeting between petitioners and Town representatives for the purpose of refining the language of the Article. Brief discussion followed, noting that the specified property may be under contract and may not be available.

Discussion – Flags Along Route 109:

There were no background materials.

Chairman Crowley stated that residents have spoken with him about replacing street flags. He noted that many brackets are missing and many flags are tattered. Fifty (50) flags would cost around \$2500, pointing out that they would have to come down when construction on Route 109 begins. The cost would have to be added into the FY16 budget, possibly DPS, Memorial Committee budget or other group. It was noted that funds in the Memorial Committee budget are usually used to replace American flags for cemetery graves, monument cleaning, etc. Mr. Boynton stated this particular budget needs to be increased for those activities, and if this expense is added, that budget should be around \$3,000. Brief discussion followed.

Selectman Trindade made a motion to approve additional budget funding which Selectmen D’Innocenzo seconded. Brief discussion followed, noting that this did not require a motion as the FY16 budget it still being put together. All Board members are in favor of increasing this budget. The budget increase can also appear as a Warrant Article at Special Town Meeting before the Annual Town Meeting.

Approval – Special One-Day Liquor Licenses:

- a. **Team Rice – February 27, 2015**
- b. **Silverman – March 1, 2015**
- c. **Dubrawski – April 18, 2015**

The Board reviewed the respective applications as well as the Police Chief’s recommendations on each.

Selectman Trindade moved that the Board approve one-day All Alcohol licenses for Team Rice, Jill Silverman and Sheila Dubrawski for events at the Thayer Homestead on February 27, March 1 and April 18, respectively, each conditioned upon fulfillment of the Police Chief’s recommendations and receipt of all insurance certificates; Selectman Foresto seconded. No discussion. VOTE: 5-0-0.

Discussion – FY2016 Budget:

The Board reviewed CIPC recommendations (draft) dated February 4, 2015.

Chairman Crowley suggested that the Board can move into budget discussions when finished reviewing the Warrant on February 24. An additional meeting for budget review was scheduled for Saturday, February 28 at 8 AM.

Action Items from Previous Meeting:

The Board reviewed the Action Item list.

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Net Metering – Selectman Foresto reported that the Town is meeting with the developers tomorrow toward developing a program for the Town.

Idylbrook Playground Concepts – Selectman Trindade reported he is organizing a presentation with O'Brien and Sons for parents and will soon be soliciting comments from the community.

Brentwood – Chairman Crowley stated he and Mr. Boynton have been reaching out to resolve the CVS issue if possible.

Approval of Minutes:

The Board reviewed draft minutes from meetings held on September 22, 2014; December 2, 2014; and January 20, 2015.

Review of the minutes was postponed as Chairman Crowley had not reviewed them yet.

Town Administrator's Report:

Mr. Boynton briefly touched on a variety of topics including an update on the DPS Facility Committee Study, positions available as Parks Equipment Operations, status of meeting with net metering developers, a review of On Call Firefighter Compensation and Operations, and the bid on the McGovern School door/window project.

Selectmen's Reports:

Selectman White, speaking as Town Clerk, stated that ballots are available for the May Annual Election. The last day to take out papers is March 30. There were no other reports.

**At 9:05 PM Selectman Trindade moved to adjourn; Selectman White seconded. No discussion.
VOTE: 5-0-0.**

Respectfully submitted,
Jeanette Galliardt
Night Board Secretary

MEDWAY BOARD OF SELECTMEN
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*Dennis Crowley, Chairman
John Foresto, Vice Chairman
Richard D'Innocenzo, Clerk
Glenn Trindade, Member
Mary Jane White, Member*

Board of Selectmen's Meeting Minutes

February 24, 2015 at 7:00 p.m.

Senior Center, 76 Oakland Street

Present: Chairman Dennis Crowley; Selectmen John Foresto, Rick D'Innocenzo, and Glenn Trindade; Town Administrator Michael Boynton; Town Accountant Carol Pratt; Finance Director Melanie Phillips; DPS Director Tom Holder; Police Chief Allen Tingley; and Finance Committee Chairman Frank Rossi.

At 7:04 p.m. Chairman Crowley called the meeting to order and led in the Pledge of Allegiance.

Public Comments: None

May 11, 2015 Annual Town Meeting Warrant:

Article 1: ESCO Stabilization Reserve Transfer

The balance of the ESCO Stabilization Fund is \$124,888. Town Accountant Carol Pratt said they are drawing the fund down according to an amortization schedule. Administrator Boynton said he would like to discuss adjusting the schedule. They will discuss this matter further with Don Aicardi.

Selectman Trindade moved that the Board add Article 1 to the May 11, 2015 Annual Town Meeting Warrant as written; Selectman Foresto second; No discussion; All ayes 3-0-0 (Selectman D'Innocenzo not present).

Article 2: Appropriation: FY16 Operating Budget

The budget is not final but the Board agreed that they did not need the final numbers to add the article to the warrant. The Board discussed whether their vote count should be added to the warrant. They ultimately decided it would create confusion.

Selectman Trindade moved that the Board add Article 2 to the May 11, 2015 Annual Town Meeting Warrant as written; Selectman Foresto second; No discussion; All ayes 3-0-0 (Selectman D'Innocenzo not present).

Article 3: Appropriation: FY16 Water Enterprise Fund

The Board asked DPS Director Tom Holder to attend the Finance Committee meeting in March to review the water projects that have been completed to date and what is in the pipeline. The Board will discuss the water rate structure at their meeting on Saturday, February 28, 2015. Director Holder reported that there are no significant changes from last year. At the request of the auditing firm, all DPS employees were asked to review and sign a letter regarding their department allocation. Administrator Boynton and Director Holder said that the Town needs to increase fire hydrant maintenance, system maintenance on the pump station and sewer system

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jetting. Two full-time positions have been added to address these issues. Their time will be split between water and sewer.

Selectman Trindade moved that the Board add Article 3 to the May 11, 2015 Annual Town Meeting Warrant as written; Selectman Foresto second; No discussion; All ayes 3-0-0 (Selectman D’Innocenzo not present).

Article 4: Transfer from Sewer Betterment Stabilization to Sewer Enterprise

The balance of the Sewer Betterment Stabilization Fund is \$322,003. The funds are the result of residents who have pre-paid their sewer betterment. There will be an annual transfer from this fund.

Selectman Trindade moved that the Board add Article 4 to the May 11, 2015 Annual Town Meeting Warrant as written; Selectman Foresto second; No discussion; All ayes 3-0-0 (Selectman D’Innocenzo not present).

Article 5: Appropriation: FY16 Sewer Enterprise Fund

Chairman Crowley requested a breakdown of the user fees totaling \$1,435,030.

Selectman Trindade moved that the Board add Article 5 to the May 11, 2015 Annual Town Meeting Warrant as written; Selectman Foresto second; No discussion; All ayes 3-0-0 (Selectman D’Innocenzo not present).

Article 6: Appropriation: FY16 Solid Waste Enterprise Fund

The total revenue raised for the Solid Waste Enterprise Fund is \$1,487,906. Bag revenue accounts for about \$215,000. Annual fees represent another \$1 million. Chairman Crowley requested a breakdown of the revenue, including how the excess is generated. Director Holder said that they are still trying to resolve one outstanding account with Shaw’s. Shaw’s said they have paid the outstanding balance of about \$20,000. The Town needs to do some research to see if they have proof of receipt. The Board will discuss possible increases on Saturday.

Selectman Trindade moved that the Board add Article 6 to the May 11, 2015 Annual Town Meeting Warrant as written; Selectman Foresto second; No discussion; All ayes 3-0-0 (Selectman D’Innocenzo not present).

Article 7: Appropriation: FY16 Ambulance Enterprise Fund

The Board deferred a vote on Article 7 until Saturday. Finance Director Melanie Phillips reported that collections are slightly ahead of projections.

Article 8: Free Cash Appropriation: Capital Items

The Board reviewed the Free Cash appropriations. The Capital Improvement Planning Committee has approved the Free Cash allocations. Administrator Boynton said that they reviewed the budget yesterday and made some adjustments. The sum of \$100,000 for desktop replacements was moved from the Capital Budget to the IT Operating Budget. Administrator

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Boynton reviewed additional adjustments that were made to the Operating Budget. Director Holder said he believes \$800,000 should be enough for snow and ice removal. After the adjustments and Free Cash allocations there is about \$15,000 of Free Cash remaining. The Board will discuss how these funds could be used. One suggestion was to use them for road acceptances.

Selectman Trindade moved that the Board add Article 8 to the May 11, 2015 Annual Town Meeting Warrant as written; Selectman Foresto second; No discussion; All ayes 4-0-0.

Article 9: Borrowing: Capital Projects

Chairman Crowley reported that the Capital Improvement Planning Committee (CIPC) met last night. They discussed completing the entire carpet project at the Library at one time instead of doing it in phases. The Board agreed it makes sense to do all the work at once. Director Holder said he has an updated quote for \$121,000. The Board would like to review the quote before they vote on this item.

The Board also discussed the request for a new sidewalk snow plow. Director Holder reviewed the issues with the previous sidewalk plows the Town has purchased and why a new unit is needed. The new unit that will be purchased along with the pre-owned unit that is working will be used regularly and the second pre-owned unit that the Town owns will be used for parts. This equipment is also used for roadside mowing.

The Board agreed to increase the Renovation to the Middle School Wing for DPS to \$150,000. Director Holder said he is still waiting on a quote for the electrical portion of the project.

The Board agreed to discuss Article 9 further on Saturday after they receive the carpet quote.

Article 10: Appropriation - Water Enterprise

The request is for \$30,000 from retained earnings for water production and distribution projects. Director Holder explained that these funds are used for unanticipated issues that arise during the year. The Town is currently using funds that were appropriated last year to deal with manganese issues. If the funds are not exhausted by the end of the fiscal year they stay with the article. The Board asked for an update on whether there are articles from previous years with unappropriated funds. They also asked for the balance from last year's appropriation and an update on what has been spent to date. They briefly discussed whether the money for such projects should remain in the Water Enterprise Fund instead of being transferred into another account.

Selectman Trindade moved that the Board add Article 10 to the May 11, 2015 Annual Town Meeting Warrant as written; Selectman Foresto second; No discussion; All ayes 4-0-0.

Article 11: Borrowing: Water Enterprise

Director Holder explained that the request is for \$200,000 to fund the design of the Brentwood neighborhood water main replacement. Holliston Street was the next priority but there have been several water main breaks in the Brentwood neighborhood. Funds will be requested next year for the construction costs related to Brentwood and the design of Holliston Street. There is a lot of ledge in the Brentwood neighborhood which makes the project more difficult and contributes to the cost. The Board would like to review the strategic plan for replacing water mains throughout

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Town. They also plan to review the water rate structure. They are concerned that the projects may cause significant water rate increases. In addition, Director Holder said that they are currently using a Master Water Plan from 2009, which will need to be updated in the near future. Chairman Crowley also requested a breakdown of revenue, expenses and retained earnings.

Selectman Trindade moved that the Board add Article 11 to the May 11, 2015 Annual Town Meeting Warrant as written; Selectman Foresto second; No discussion; All ayes 4-0-0.

Article 12: Appropriation: Sewer Enterprise

The request is for \$15,000 from the Sewer Enterprise Fund. The funds will be used for unanticipated issues related to the sewer system that arise during the fiscal year. Director Holder reported that Medway and other surrounding towns have recently been designated as co-permittees of the NPDES permit along with the Charles River Pollution Control District. This will require Medway to undertake additional measures related to this permit that were not anticipated. Director Holder said it is too early to know what the long-term costs will be but the \$15,000 could be used to help with some of the initial tasks. Future costs associated with these new mandates have not been figured into the sewer rates. The Board said it is important to have the Town's Water & Sewer Commissioners on the agenda regularly to address issues and concerns.

Selectman Trindade moved that the Board add Article 12 to the May 11, 2015 Annual Town Meeting Warrant as written; Selectman Foresto second; No discussion; All ayes 4-0-0.

Article 13: Appropriation: Sewer Enterprise

The request is for \$75,000 to begin the next Inflow & Infiltration (I & I) study. The study is done one year and the following year work is done to implement the findings from the study. Director Holder said as a result of some of the work that was done on Chicken Brook, including lining sections of pipe, intake was reduced by about 100,000 gallons from 2013 to 2014.

Selectman Trindade moved that the Board add Article 13 to the May 11, 2015 Annual Town Meeting Warrant as written; Selectman Foresto second; No discussion; All ayes 4-0-0.

Article 14: Appropriation: Medway Family Day

The Board asked Town Accountant Carol Pratt to add a sunset clause to this article. The Board agreed to reevaluate how this item is funded next year.

Selectman Trindade moved that the Board add Article 14 to the May 11, 2015 Annual Town Meeting Warrant as written; Selectman D'Innocenzo second; No discussion; All ayes 4-0-0.

Article 15: Appropriation: Memorial Committee

Police Chief Allen Tingley said the \$4,000 would be used to purchase street sign toppers that would honor fallen soldiers and to fund the band for the annual Memorial Day Parade. Town Accountant Pratt will follow-up with Town Counsel to make sure the funds can be used for this purpose. The Board asked for a more detailed breakdown of the budget. They agreed to discuss this matter further on Saturday.

DRAFT

Article 16: Capital Project: Construct and Improve Playgrounds – CPC Funds

Selectmen Trindade said he is meeting with O'Brien & Sons tomorrow. He said the plan is to have full conceptual drawings prepared and hold two information sessions in mid-March for residents to provide feedback. He reported that O'Brien & Sons is on the State Bid List and Medway has bought equipment from them in the past. The playground and improvements will be funded with Community Preservation funds. The Board agreed to discuss this item further on Saturday.

Article 17: Capital Project: New DPS Facility

The Board discussed the request for \$1.1 million to fund the engineering and design of the new DPS facility. Selectmen Trindade is on the DPS Facility Committee and said they are unhappy with the Weston & Sampson drawings. They are in the process of consulting another company. There was extensive discussion as to whether the figure should be lowered from \$1.1 million. The design costs are typically 10% of the total project cost. The Board clarified that the \$1.1 million also includes the Owner Project Manager (OPM) fees and field supervision. In addition, the article authorizes \$1.1 million but the Town is not required to spend \$1.1 million. Melanie Phillips said the bond rates are still low but she will have a better idea in two weeks when she goes out to market. There are also funds available in the DPS Facility Fund and Fiscal Stability Fund. The Board needs to decide how this item will be funded before the budget is submitted to the Finance Committee. The Board also restated that the project will still need to go out to bid and the DPS Facility Committee still needs to select a designer.

Selectman Trindade moved that the Board add Article 17 to the May 11, 2015 Annual Town Meeting Warrant as amended; Selectman Foresto second; The Article was amended to include \$1.1 million. The Board also agreed to borrow the funds at this point but this could change; All ayes 4-0-0.

Article 18: Borrowing: Non-Participatory Items Associated with Route 109 Project

The request is to borrow \$500,000 to fund items associated with the Route 109 project that may not be allowed by the Massachusetts Department of Transportation, such as ornamental lighting and stone walls. The article authorizes the Town to borrow in the event it is needed. Finance Director Melanie Phillips will have Bond Counsel review the article and confirm whether personnel costs can be included.

Selectman Trindade moved that the Board add Article 18 to the May 11, 2015 Annual Town Meeting Warrant as written; Selectman Foresto second; No discussion; All ayes 4-0-0.

Article 19: Appropriation: Thayer Property Operations

Finance Director Melanie Phillips explained that the Town has 18 months from the time the money was borrowed to use it. She said she would calculate the arbitrage and get back to the Board on this matter. The Board determined that the article to transfer the balance of the Thayer project to other Thayer improvements may need to be removed from the Special Town Meeting warrant if the project cannot be closed out soon. Selectman Foresto will forward the Board the landscape design proposal for their review.

Selectman Trindade moved that the Board add Article 19 to the May 11, 2015 Annual Town Meeting Warrant as written; Selectman D'Innocenzo second; No discussion; All ayes 4-0-0.

DRAFT

Article 20: Revolving Accounts: Annual Authorization

The Board agreed to discuss this item further on Saturday. The Board would like an update on what has been spent to date. The FY16 Parks & Recreation spending limit was increased to \$150,000 and the FY16 Council on Aging spending limit was increased to \$114,000.

Article 21: Appropriation: Community Preservation Committee

The Board agreed to defer this item until Saturday. The Board may not receive final numbers for this article until right before the Annual Town Meeting in May.

Article 22: Acceptance of MGL chapter 64L, § 2 Local Option Meals Tax

The Board agreed to discuss this item at their March 2, 2015 meeting. Finance Committee Chairman Frank Rossi said the Finance Committee is not in favor of putting 100% of the revenue collected towards the Town's Other Post-Employment Benefits (OPEB) obligation. Chairman Rossi asked if it was possible to fund the OPEB Trust Account with Free Cash. Finance Director Melanie Phillips said that the bonding agencies want to see that the account is funded through a dedicated source. The Board of Selectmen and Finance Committee need to discuss this item further.

Article 23: OPEB Trust Funding from Meals Tax

The Board will also discuss this item at their March 2, 2015 meeting.

Article 24: Accept MGL C. 90-I, Sec. 1 – Complete Streets Program

The Board will discuss this item with the Planning & Economic Development Board at their March 2, 2015 meeting. This is a grant program to help municipalities with street and sidewalk projects.

Article 25: Acceptance of Sidewalk Easement

The Board will discuss this item with the Planning & Economic Development Board at their March 2, 2015 meeting.

Article 26: Zoning Bylaw Recodification

The Board will discuss this item with the Planning & Economic Development Board at their March 2, 2015 meeting.

Article 27: Amend Zoning Bylaw: New Sub-Section for Multifamily Housing

The Board will discuss this item with the Planning & Economic Development Board at their March 2, 2015 meeting.

Article 28: Establishment of a Business Transition Zone

The Board will discuss this item with the Planning & Economic Development Board at their March 2, 2015 meeting.

Article 29: Purchase Property Off of Winthrop St

Article 29 was drafted by Town Counsel in response to the Citizens' Petition to Purchase the Wickett property.

DRAFT

Selectman Trindade moved that the Board add Article 29 to the May 11, 2015 Annual Town Meeting Warrant as written; Selectman D’Innocenzo second; No discussion; All ayes 4-0-0.

Article 30: Survey Property Off of Winthrop St

Article 30 was drafted by Town Counsel in response to the Citizens’ Petition to Survey Property off of Winthrop Street.

Selectman Trindade moved that the Board add Article 30 to the May 11, 2015 Annual Town Meeting Warrant as written; Selectman D’Innocenzo second; No discussion; All ayes 4-0-0.

Article 31: Citizens Petition: Purchase Wicket Property

Per Town Counsel this article must appear on the warrant.

Selectman Trindade moved that the Board add Article 31 to the May 11, 2015 Annual Town Meeting Warrant as written; Selectman Foresto second; No discussion; All ayes 4-0-0.

Article 32: Citizens’ Petition: Survey Property Off of Winthrop St

Per Town Counsel this article must appear on the warrant.

Selectman Trindade moved that the Board add Article 32 to the May 11, 2015 Annual Town Meeting Warrant as written; Selectman Foresto second; No discussion; All ayes 4-0-0.

Warrant:

#15-35P/SP	2/26/15
Town Payroll	\$330,486.57
School Payroll	\$775,380.40
Town Payroll Police	\$2,270.40
Total	\$1,108,137.37

Selectman Trindade moved that the Board approve the warrant as read; Selectman Foresto second; No discussion; All ayes 4-0-0.

At 9:21 p.m., Selectman Trindade moved to adjourn; Selectman Foresto second; No discussion; All ayes 4-0-0.

Respectfully submitted,

Michelle Reed

**Board of Selectmen's Meeting
Wednesday, February 4, 2015 – 7:00 PM
Sanford Hall
15 Village Street**

Present: Dennis Crowley, Chair; John Foresto, Vice-Chair; Richard D'Innocenzo, Clerk (7:15 PM); Glenn Trindade (7:10 PM) and Maryjane White.

Also Present: Michael Boynton, Town Administrator; Melanie Phillips, Finance Director; Tom Holder, Director, Department of Public Services; Carol Pratt, Town Accountant.

At 7:05 PM Chairman Crowley called the meeting to order and led the Pledge of Allegiance.

Public Comments: None.

Discussion/Vote – Millstone Village Regulatory Agreement, MCO Housing Services:

The Board reviewed the following information: (1) Millstone Village Budget – Percentage Interest in Common Areas – Calculation of Percentage Interest; (2) Memo from Community Housing Coordinator; and (3) Draft agreement.

Selectman Trindade moved that the Board authorize the Chairman to execute the *Regulatory Agreement* and the *Declaration of Restrictive Covenants for Ownership Project* with Millstone Village as presented; Selectman Foresto seconded. No discussion. VOTE: 5-0-0.

Discussion/Vote – Service Level Agreement for School Field Maintenance:

The Board reviewed a Draft Service Level Agreement.

Mr. Holder stated that DPS involvement began as just maintaining the fields, and now it has evolved to include additional services. He indicated his staff would give it a try and see how it goes.

Selectman Trindade moved that the Board approve the Service Level Agreement for school field maintenance, as presented; Selectman White seconded. Brief discussion followed over various components of the agreement, fees, use times, and related matters. This agreement is between the school and parks departments, and the agreement can change at the request of either of those parties. VOTE: 5-0-0.

Consideration of March Special Town Meeting Warrant Articles – Chapter 90 Road Maintenance Funding to be Allocated to Route 109 Project and Bylaw Amendment for Sewer Moratorium:

The Board reviewed draft Special Town Meeting Warrant Articles.

Selectman Trindade moved that the Board re-open the March 9 Special Town Meeting Warrant; Selectman Foresto seconded. No discussion. VOTE: 5-0-0.

Mr. Boynton explained that earmarking the Chapter 90 funds for the Route 109 Design Project needs to be put in place at Special Town Meeting in order to begin the process of opening dialogues with affected

landowners. This will help provide repaving for roads and sidewalks in addition to the roadway improvements to Route 109. Brief discussion followed.

Selectman Trindade moved that the Board add an article to allocate Chapter 90 funding to the Route 109 project; Selectman Foresto seconded. No further discussion. Vote: 5-0-0.

The bylaw amendment is to enact a sewer moratorium. Chairman Crowley explained that the moratorium is for sewer extensions, and the reason for it is that when calculating the sewer flow with the two proposed projects, Salmon Health and Millstone, the Town will exceed its limit with Charles River Pollution Control District. Ordinary sewer hook-ups will not be affected; and residents can still connect to existing sewer lines. This is for a temporary halt on sewer extensions while the Town determines what its overall sewer capacity is. Brief discussion followed.

Selectman Trindade moved that the Board add an article to institute a sewer moratorium using language provided by Town Counsel; Selectman White seconded. No further discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board closed the Special Town Meeting Warrant; Selectman Foresto seconded. No discussion. VOTE: 5-0-0.

Vote – Recommendations on Warrant Articles for March 9, 2015 Special Town Meeting:

The Board reviewed the Draft Special Town Meeting Warrant which does not include the articles referenced in Agenda Item #3 as well as the draft articles referenced in Item #3.

Selectman Trindade moved that the Board approve Article 1 – McGovern School Window/Door Replacement, as presented; Selectman Foresto seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board approve Article 2 – Home Rule Petition – Redevelopment Authority, as presented; Selectman Foresto seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board approve Article 3 – Transfer: Veterans’ Benefits, as presented; Selectman Foresto seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board approve Article 4 – Transfer: Health Care Reimbursement Account, in the amount of \$25,000; Selectman Foresto seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board approve Article 5 – Chapter 90 Funding Allocation to Route 109 Design Project, as presented; Selectman Foresto seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board approve Article 6 – Bylaw Amendment: Sewer Extension Moratorium, as presented; Selectman White seconded. No discussion. VOTE: 5-0-0.

Approval – Class II Car Dealer’s License Application, Jonathan Henry LLC, 4 Main Street:

The Board reviewed a Class 2 Auto Dealer’s license application. It was noted that the applicant has all appropriate Town sign-offs for the proposed business.

Present: Robert Potheau, property owner; Jonathan Henry, applicant.

Mr. Potheau stated this site used to be Johnny Black's years ago, the individual who developed it. He indicated that he now owns everything, noting that the used cars will be moved around back and pointed it out on a site plan. In case of emergency, the address is listed as 2-4-6 Main Street. At this time, he introduced Mr. Henry, and stated that the only repairs that to be done at this location will be on his own cars. He said Mr. Henry worked at this lot in the 80s and was the star salesman.

Chairman Crowley asked why all these used cars need to be in Medway. Mr. Potheau responded that the business has been this way for 60 years and was quite an eyesore when it was a junkyard. Mr. Henry explained that he is not planning to do a lot of repair due to his age and physical limitations. He anticipated "retail-ready" used cars and will participate in the Adesa auto auctions only to sell, not to buy.

Selectman Trindade moved that the Board grant a Class 2 Auto Dealer License to Jonathan Henry LLC, as proposed; Selectman Foresto seconded. No discussion. VOTE: 5-0-0.

Vote of Support of Non-Support – Norfolk County Mosquito Control District Fiscal Year 2016 Budget:
The Board reviewed the District's budget materials.

It was noted that there is a difference of approximately \$2,000 between the FY15 and FY16 budgets.

Selectman Trindade moved that the Board vote to support the Norfolk County Mosquito Control District's FY16 budget and the Town's estimated proportionate share as provided by the district; Selectman Foresto seconded. No discussion. VOTE: 5-0-0.

Approval – One-Day Alcohol Licenses:

Smith – Thayer House, February 15, 2015; Schiller – Thayer Homestead, February 28, 2015; Parsons – Thayer House, March 7, 2015

The Board reviewed respective applications accompanied by Police Chief Tingley's recommendations.

Selectman Trindade moved that the Board approve one-day all alcohol licenses for Debra Smith, Joann Schiller and Jamie Parsons for events at the Thayer Homestead on February 15, February 28 and March 7, respectively, each conditioned on fulfillment of the Police Chief's recommendations; Selectman White seconded. No discussion. VOTE: 5-0-0.

Action Items from Previous Meetings:

DPS Facility Study – Selectman Trindade reported that someone has been hired to perform the study; it can take up to six weeks to develop a presentation.

Parks – Selectman Trindade stated there have been meetings to discuss improvements to selected playgrounds in town. Because laws have changed, any improvements will entail having to bring the entire playground up to code. He noted that there will be tours of playgrounds in other communities that may serve as models for the new playgrounds here.

Net metering – Selectman Foresto reported that the agreement with the original vendor, Enfinity, has expired. The Energy Committee is trying to set up times for the new vendor to make a proposal.

Brief discussion followed on the proposed meals tax. It is anticipated that these monies will go into the general fund, and later it can be appropriated toward deposit into the OPEB account. Ms. Carol Pratt,

Town Accountant, reported that the Commonwealth's position is that all money goes to general fund, clarifying that it could later be built into the budget each year as a line item to eliminate the need to appropriate the funds every year at Town Meeting.

Selectmen's Reports:

Selectman Foresto reminded residents of the spring cleanup day, Medway Clean Sweep, and emphasized that volunteers need to wear bright colors so that motorists see them.

Chairman Crowley emphasized the need for a second sidewalk plow.

**At 7:53 PM Selectman Trindade moved to adjourn; Selectman Foresto seconded. No discussion.
VOTE: 5-0-0.**

Respectfully submitted,
Jeanette Galliardt

**Board of Selectmen's Meeting
Monday, March 16, 2015 – 6:30 PM
Sanford Hall, Town Hall
155 Village Street**

Present: John Foresto, Vice-Chair; Richard D'Innocenzo, Clerk (6:35 PM); Glenn Trindade and Maryjane White.

Absent: Dennis Crowley, Chair.

Also Present: Michael Boynton, Town Administrator; Melanie Phillips, Finance Director; Tom Holder, Director, Department of Public Works; Sue Ellis, Human Resources Director; Jack Mee, Building Commissioner.

At 6:32 PM Vice-Chair Foresto called the meeting to order and led the Pledge of Allegiance.

At 6:33 PM Selectman Trindade moved that the Board enter Executive Session under Exemption 3 to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares [Memorandum of Agreement between the Town and Medway Public Employees' Local Union] and to return to public session upon conclusion; Selectman White seconded. Chairman Crowley declared that an open discussion of the Memorandum of Agreement between the Town and the Medway Public Employees' Local Union may have a detrimental effect on the bargaining or litigating position of the Town. No discussion. Roll Call Vote: 3-0-0 – (Foresto, aye; Trindade, aye; White, aye).

At 6:42 PM Vice Chair Foresto reconvened public session and listed the item reviewed in Executive Session.

Public Comments: Ms. Tracy Stewart reported she was looking for information on Warrant Article 13 relative to proposed playground enhancements. Selectman Trindade invited her to the CPC meeting in April. At this time, Ms. Stewart announced that she has requested meeting minutes from the Board of Selectmen from its January 20 meeting, and also from the Finance Committee. She added that she has watched the meeting videos and wants more information. Selectmen Trindade responded that the discussion she is referring to was not an agenda item and was instead a Selectman report on recent activity. No action has been taken with regard at this article. Ms. Stewart expressed concerns over the use of tire derived materials and volunteered to be on any committee regarding this matter.

Vice Chair Foresto reported that no proposal has been brought to the Board of Selectmen, nor has any company been hired to develop any plans.

Ratification – Memorandum of Agreement with Medway Public Employees' Local Union:

The Board reviewed the document in Executive Session.

Mr. Boynton reported this document represents a three-year agreement. He asked for the Board's ratification and to move forward with Town Meeting approval.

Selectman Trindade moved that the Board approve and execute the Memorandum of Agreement between the Town and the Massachusetts Laborers' District council [Municipal Public Employees' Local Union]; Selectman D'Innocenzo seconded. Vice-Chair Foresto announced that this agreement was discussed a number of times in Executive Session and was approved this evening in Executive Session. No discussion. VOTE: 4-0-0

Selectman Trindade moved that the Board recommend and approve Article 27 for the Annual Town Meeting Warrant; Selectman D'Innocenzo seconded. It was noted that the dollar amount reflected in this article would be \$38,000. No further discussion. VOTE: 4-0-0.

Approval – General Obligation Bond Award, \$5,113,950:

The Board reviewed the following information: (1) General Obligation Bond Award, dated March 15, 2015; and (2) Yield Curve Comparison, dated March 11, 2015.

Present: Melanie Phillips, Finance Director.

Ms. Phillips reported that the bid went out on March 11, and Medway was the only Massachusetts community out there. The bidding was competitive in an unprecedented fashion. The low bid was Sterne, Agee & Leach. Some items that will be covered with this funding includes all the athletic field costs, some sewer expenses, and a tanker truck.

Selectman Trindade moved that the Board of Selectmen award the General Obligation Bond for \$5,113,950 (dated March 15, 2015) to Sterne, Agee & Leach, Inc. with a TIC bid of 2.017% and a premium of \$190,182.26; Selectman White seconded. No discussion. VOTE: 4-0-0.

Grant Expenditure Authorizations: Massachusetts DCM grant for Choate Dam hydro-geologic study, \$22,000; Storm Water Management Initiative grant for enhanced leak detection, \$14,465

The Board reviewed the following information: (1) Notice of Grant Award – Choate Dam Hydrologic Study; (2) Correspondence from Legislative delegation, dated July 31, 2014; (3) Memorandum from Tom Holder, DPS Director, dated August 5, 2014; (4) Email from State Representative, dated February 7, 2015; (5) Notice of Grant Award – SWMI Water Accountability; and (6) Letter from Martin Suuberg, Commissioner, MA DEP, dated February 24, 2015.

Present: Tom Holder, Director, Department of Public Works.

Mr. Holder explained that this involves an evaluation of the Choate Dam, required by the Department of Conservation and Recreation, and now they are helping pay for it. The study will consider how Chicken Brook flows in and against the dam which will provide a sense of the dam's condition and stability. As part of the Route 109 project, this will be incorporated into the design package.

Regarding the sustainable water management initiative, Mr. Holder stated that this is an enhancement to the Town's water accountability efforts. This grant was awarded to Medway because the Town is trying to better manage water accountability.

Selectman Trindade moved that the Board approve the Notices of Grant Award for the acceptance of the MA DCM Grant to provide for a hydro-geologic study of Choate Dam and of the Storm Water

Management Initiative Grant to provide for enhanced leak detection in the amounts of \$22,000 and \$14,465 respectively; Selectman White seconded. No discussion. VOTE: 4-0-0.

Discussion – Proposed Inspectional Services Fees:

The Board reviewed the following information: (1) Correspondence dated March 12, 2015 from Jack Mee, Building Commissioner; (2) Document entitled “Building Permit Fees”; (3) Document entitled “Building Permit Fee Comparison by Town”, (4) Document entitled “Gas & Plumbing Permit Fees”; and (5) Document entitled “Wiring Permit Fees”.

Present: Jack Mee, Building Commissioner.

Mr. Mee stated that he has had an opportunity to review the current fee schedule since he came to Medway. He included some suggestions in his report, noting that Medway is on the lower side of the range. He reminded the Board that he was once a contractor here and knows that side of it. Mr. Mee stated that keeping the permit fees at a reasonable level is important but also pointed out that it is also important to keep them current. Fees have not been changed since 2003. He noted that the proposed permit fees will enable the inspectors to cover their costs. A major revision of the permitting software is scheduled for later this week and he would like to include these fee changes into that revision.

Selectman Trindade moved that the Board approve the proposed Building, Gas & Plumbing, and Wiring Permit fees as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 4-0-0.

Authorization of Vice Chairman to Execute Contract with Greenman-Pedersen, Inc. for Traffic Review of Tri-Valley Design Proposal, \$9,800:

The Board reviewed the following information: (1) Email, dated March 10, 2015, from Susy Affleck-Childs, Planning Coordinator; and (2) Contract between the Town of Medway and GPI

Mr. Boynton reported that the Town needs to move forward with a peer review of the Tri-Valley design proposal. This fee would be paid by the vendor.

Selectman Trindade moved that the Board authorize the Vice Chairman to execute the contract between the Town and Greenman-Pedersen, Inc. for traffic review of Tri-Valley design proposal in an amount not to exceed \$9,800; Selectman White seconded. No discussion. VOTE: 4-0-0.

Authorization of Vice Chairman to Execute Contract with Borrego Solar for Power Purchase/Net-Metering Credit:

The Board reviewed the following information: (1) Memorandum, dated March 11, 2015, from Stephanie Mercandetti, Director of Community and Economic Development; (2) Contract between the Town of Medway and Borrego Solar; and (3) Document entitled “Annual Cash Flow of PV Investment – Net Metering Credit Purchase Agreement Scenarios [\$.19541 and \$.17 NMC value scenarios].

Present: Stephanie Mercandetti, Director of Community and Economic Development; Jared Connell, Borrego Solar.

Mr. Boynton briefly reported on the merits of the agreement. Mr. Connell reported that, once the snow melts, they will be able to start construction. The 6 MW site is in Carver, MA. Brief discussion followed.

Selectman Trindade moved that the Board authorize the Vice Chairman to execute the contract between the Town and Borrego Solar for power purchase/net-metering credit; Selectman D’Innocenzo seconded. No discussion. VOTE: 4-0-0.

Discussion – Special Town Meeting [May 11, 2015] Warrant Article Recommendations:

The Board reviewed a Draft Special Town Meeting Warrant [May 11, 2015].

Mr. Boynton stated that the Warrant is still in draft form and he is not asking for the Board to make its recommendations tonight. This is more of a “here’s how it looks right now”.

Selectman Trindade reported that Fred Sibley was getting price quotes for a guard rail to keep vehicles off the athletic fields. There is no warrant article that would allow for that. He suggested adding it to an existing article that would accommodate the quote or a separate article.

Brief discussion followed on various articles.

Selectman Trindade moved that the Board vote to close the warrant for the Special Town Meeting scheduled for May 11, 2015 with the proviso that an additional warrant article for guard rails at Idylbrook Field is included; Selectman White seconded. No discussion. VOTE: 4-0-0.

Approval – One-Day Liquor License Application:

Medway High School Lacrosse Boosters, Thayer Homestead, March 28, 2015

The Board reviewed the following information: (1) Application, undated; and (2) Police Chief Tinley’s recommendation, dated March 4, 2015.

Selectman Trindade moved that the Board grant a one-day liquor license to the Medway High School Lacrosse Boosters for their event at the Thayer Homestead, conditioned upon fulfillment of the Police Chief’s recommendations; Selectman White seconded. No discussion. VOTE: 4-0-0.

Action Items from Previous Meeting:

The Board reviewed the Action Items list.

#5 -- Net metering can be revised to reflect Charles River Pollution Control District installation. Brief discussion followed.

Update on #14 – Police Department access to school surveillance equipment. Mr. Boynton reported that Chief Tingley, Safety Officer Grimes and Richard Boucher, IT Director, discussed the matter and will move forward. There are a few technical pieces that need to happen at the schools.

Approval of Warrants:

The Board reviewed Warrant 15-38.

Selectman D’Innocenzo, Clerk, read aloud Warrant 15-38, dated 3/19/15, submitted for approval:

Town Bills	\$851,504.40
TOTAL	\$851,504.40

Selectman Trindade moved that the Board approve Warrant 15-38 as read; Selectman White seconded. No discussion. VOTE: 4-0-0.

Approval of Minutes:

The Board reviewed draft meeting minutes from public sessions held on September 22, 2014; December 2, 2014; and January 20, 2015.

Selectman Trindade suggested postponing approval of the minutes as Chairman Crowley was absent.

Selectman D’Innocenzo moved that the Board approve the minutes of September 22, 2014, as presented; Selectman White seconded. No discussion. VOTE: 4-0-0.

Selectman White moved that the Board approve the minutes of December 2, 2014, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 4-0-0.

Selectman White moved that the Board approve the minutes of January 20, 2015 as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 4-0-0.

Town Administrator’s Report:

Mr. Boynton reported that the current expense total for Snow and Ice budget is \$758,462.

Mr. Boynton explained that the driveways at the McGovern and Memorial Schools are in serious disrepair, and the plan is to have them redone over the April school vacation. The broken pavement will be removed, and a subbase installed to get through another year until the entire parking lot is redone in FY17. Other damaged items include fence posts and utility boxes. Discussion followed on the impact of snow on the athletic fields. Selectman Trindade asked that an update be posted on the Town website as more information becomes available on the proposed updates at the schools.

The Affordable Housing Committee will be bringing forward prospective appointees on April 6.

Lastly, Mr. Boynton announced that he will be assisting the City of Marlborough on their search for a new Fire Chief.

Selectmen’s Reports:

There were no reports from the Selectmen.

Vice Chair Foresto asked about an update from FEMA on winter storm costs. Mr. Boynton responded that the Town has submitted all its damage reports for storms up to now. The Town has clearly met the required expense threshold. He theorized that the reimbursement will likely come after the end of this fiscal year, making it revenue for FY16.

At 7:40 PM Selectman Trindade moved to adjourn; Selectman White seconded. No discussion. VOTE: 4-0-0.

Respectfully submitted,
Jeanette Galliardt
Night Board Secretary

**Board of Selectmen's Meeting
March 24, 2015– 7:45 AM
Town Administrator's Conference Room
Town Hall, 155 Village Street**

Present: Selectmen John Foresto, Glenn Trindade and Maryjane White; Town Administrator Michael Boynton.

Approval – A & A Window Products, Inc. Contract for McGovern School Window and Door Replacement - \$581,886:

The Board noted that it would like to address the calculation of soft costs associated with Mass. School Building Authority accelerated projects. The Board deemed what it is paying for the architect and owner's project manager for this project as excessive given the amount of the A & A contract to replace the windows and doors. Town Administrator Boynton indicated that he has spoken with their legislators to begin to work on changing how the soft costs are calculated so that it is based on the true cost of the construction contract, not on the estimate.

Mr. Trindade moved, seconded by Ms. White, to approve the contract with A & A Window Products in the amount of \$561,886, conditioned upon the Town Accountant's confirmation of available funds. It was unanimously voted: 3-0-0.

Approval of Warrants

Mr. Foresto moved, seconded by Mr. Trindade, to approve warrant 15-39, dated March 26, 2015, in the amount of \$1,536,739.34. It was unanimously voted: 3-0-0.

At 7:50 AM, Mr. Trindade made a motion to adjourn, which was seconded by Ms. White. It was so voted: 3-0-0.

MEDWAY BOARD OF SELECTMEN
155 VILLAGE STREET • MEDWAY, MASSACHUSETTS 02053
(508) 533-3264 • FAX: (508) 533-3281

*Dennis Crowley, Chairman
John Foresto, Vice Chairman
Richard D'Innocenzo, Clerk
Glenn Trindade, Member
Mary Jane White, Member*

Board of Selectmen's Meeting Minutes

March 5, 2015 at 7:30 a.m.

Town Administrator's Conference Room, Town Hall

Present: Chairman Dennis Crowley; Selectmen John Foresto, Glenn Trindade and Maryjane White; Town Administrator Michael Boynton; Town Accountant Carol Pratt; Finance Director Melanie Phillips

Approval – Fiscal Year 2016 Operating Budget:

The Town Accountant reviewed the minor adjustments to the budget, which involved moving anticipated non-union pay raises from the salary reserve to the respective departmental budgets. The union salaries must be voted at Town Meeting and would be addressed by articles that transfer funds from the salary reserve account. The transfer for the non-union employees represented approximately \$20,000 and \$124,000 remains in this account.

Mr. Trindade moved, seconded by Mr. Foresto, to approve the Fiscal Year 2016 operating budget. It was unanimously voted: 4-0-0.

Mr. Trindade moved, seconded by Ms. White, to recommend approval of Article 2 (FY16 budget) of the Annual Town Meeting warrant.

Mr. Trindade recommended the Town do some public outreach relative to the street conditions and the funding available to make repairs after this challenging winter. Mr. Boynton noted that no repairs can commence until thawing takes place.

Mr. Trindade asked that the Town notify parents that the Memorial School parking lot will be repaired. Mr. Foresto suggested speaking to the reporter at Town Meeting on March 9.

There was discussion about the Planning and Economic Development Board articles on the Annual Town Meeting warrant. Mr. Crowley agreed to reach out to the Planning Board Chair to offer assistance with their presentation of these articles to Town Meeting.

Mr. Foresto asked about the Selectmen's responsibility with respect to the Fairway Lane development issues. Mr. Boynton stated that the public policy issue is that the same individual that was involved in the Fairway Ln development is also involved in the anticipated development of the Wickett property. He has asked Town Counsel to comment on what the Town can do to prevent the same thing from happening again. It was noted that the Town can pay for a survey of the property to be developed but it must have the permission of the property owner to access the property to do it. There are limitations to what the Selectmen can do as the subject property is private property. The Board would like to be able to advise the residents and assist where possible.

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Mr. Boynton noted that the building department fees would be on the next Selectmen's agenda. Mr. Crowley has met with the Building Commissioner to discuss the fees, which are currently too low and not covering costs.

Mr. Crowley stated he would like to see sandwich boards be permitted by regulation. Mr. Trindade said that the zoning bylaw would need to be amended to allow their use.

Mr. Trindade spoke about the topics he sees discussed on the Friends of Medway Facebook page and mentioned that there seems to be some opposition to the proposed assisted living facility on Village Street. Mr. Crowley responded that it is very likely something would be developed on the land and, likely as well, to be a dense development. If residents want a say in it, they need to make their desires known.

Mr. Crowley reported that he spoke with Puja Mehta in Senator Spilka's office yesterday. They discussed the environmental bond bill that allocates \$1 million to Medway for Choate Park improvements. He said the Town may have to draw up a detailed plan and do some design work to be able to meet the State's requirements for the release of the funds. He said the bond has been passed, but it is up to the Governor to authorize the release of the funds, which would probably be done piecemeal. Mr. Trindade suggested asking the Community Preservation Committee for the funds to do the design work. Mr. Foresto suggested using available grant writer funds to ask PGA Associates to do the work. Mr. Crowley thought the work could be done by staff.

At 8:10 a.m., Selectman Trindade moved to adjourn; Selectman Foresto second; No discussion; All ayes 4-0-0.

**Board of Selectmen's Meeting
Monday, March 9, 2015– 6:15 PM
Medway Middle School, Room 1319
45 Holliston Street**

Present: Dennis Crowley, Chair; John Foresto, Vice Chair; Richard D'Innocenzo, Clerk (6:22 PM); Glenn Trindade, Member; Maryjane White, Member.

Staff Present: Michael Boynton, Town Administrator; Tom Holder, Director, Department of Public Services; Carol Pratt, Town Accountant.

Others Present: Barbara Saint Andre, Town Counsel.

At 6:15 PM Chairman Crowley called the meeting to order and led the Pledge of Allegiance.

Public Comments: None

Review – Special Town Meeting Warrant:

The Board reviewed the Special Town Meeting Warrant. There were no questions from the Board. Brief discussion followed on general Town Meeting protocols.

Miscellaneous Discussion:

Selectman Trindade asked if it was possible to pass an article at Town Meeting that would earmark a certain amount of money from the general fund each year for road improvements, such as a PILOT agreement. Ms. Barbara Saint André, Town Counsel, responded that one Town Meeting cannot bind money for a future Town Meeting, meaning the transfer would have to be approved each year. She added that the Town could also borrow a lump sum for roadwork, which is what many communities do. Brief discussion followed.

Regarding the opening on Affordable Housing Committee, Chairman Crowley reported that an application has been submitted, and there are others who have expressed interest. He suggested time be allowed for all interested individuals to get their paperwork in before an appointment is made. Brief discussion followed revealing there could be as many as three openings.

Approval of Warrants:

The Board reviewed Warrants 15-37S, 15-37P and 15-37SP.

Selectman D'Innocenzo, Clerk, read aloud Warrants 15-37S, 15-37P and 15-37SP, dated 3/12/15, presented for approval:

15-37	School Bills	\$ 175,593.26
15-37P	Town Payroll	\$ 294,663.47
15-37SP	School Payroll	<u>\$ 809,911.80</u>
	TOTAL	\$1,280,168.53

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Selectman Foresto moved to approve the Warrants as read; Selectman White seconded. No discussion. VOTE: 5-0-0.

At 6:29 PM Selectman Trindade moved to adjourn in order for the Board to attend Special Town Meeting; Selectman White seconded. No discussion. VOTE: 5-0-0.

Respectfully submitted,
Jeanette Galliardt
Night Board Secretary

**Board of Selectmen's Meeting
Tuesday, April 14, 2015 – 7:30 AM
Town Administrator's Conference Room
Town Hall, 155 Village Street**

Present: Dennis Crowley, Chair; John Foresto, Vice Chair; Glenn Trindade, Member (7:38 AM); Maryjane White, Member; Town Administrator Michael Boynton. Selectman Richard D'Innocenzo was absent.

At 7:35 AM Chairman Crowley called the meeting to order and led the Pledge of Allegiance.

Re-opening of May 11, 2015 Special Town Meeting Warrant; Vote to Remove Art. 10 (Idyllbrook Guardrails); Close Special Town Meeting Warrant:

Mr. Foresto moved that the Board re-open the May 11 Special Town Meeting warrant; seconded by Ms. White, and so voted 3-0-0 (Mr. Trindade was absent for this vote).

Mr. Foresto moved that the Board remove Article 10, the purchase of guardrails for Idyllbrook Field, from the warrant; seconded by Ms. White, and so voted 3-0-0 (Mr. Trindade was absent for this vote).

Mr. Foresto moved that the Board close the warrant; seconded by Ms. White, and so voted 3-0-0 (Mr. Trindade was absent for this vote).

Re-opening of May 11, 2015 Annual Town Meeting Warrant; Vote to Remove Art. 15 (Construct Playground); Discussion of Articles 30 (Purchase Property Off of Winthrop St), 31 (Citizens' Petition – Purchase Wickett Property) and 32 (Citizens' Petition – Survey Property Off of Winthrop St); Close Annual Town Meeting Warrant:

Mr. Foresto moved that the Board re-open the May 11 Annual Town Meeting warrant; seconded by Ms. White, and so voted 3-0-0 (Mr. Trindade was absent for this vote).

Mr. Foresto moved that the Board remove Article 15, which seeks funds for the construction of a playground, as well as various playground improvements, from the warrant; seconded by Mr. Trindade, and so voted 4-0-0.

Mr. Crowley stated that the Community Preservation Committee would like a committee to review playground concepts before it commits to fund a project. This could be addressed at the Fall Town Meeting. Mr. Crowley asked that the committee composition be considered.

Mr. Trindade stated that Article 10 should have remained on the Special Town meeting warrant, but to leave it be if it was already voted to remove it. He will continue to work on this.

Mr. Foresto moved that the Board move Article 33, the request to negotiate a PILOT with Exelon, to #15 on the warrant; seconded by Mr. Trindade, and so voted 4-0-0.

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The Board discussed Article 30. There is no funding available for this purchase. Further Town Counsel has advised that the Town cannot talk to Mr. Wickett when there is a purchase and sale agreement in place. Mr. Crowley stated he sent the citizens' petitions to Mark Cerel of the Community Preservation Committee, and that committee will contemplate what action it wants to take.

Mr. Foresto moved that the Board remove Article 30, which seeks funds for the purchase of property off of Winthrop St, from the warrant; seconded by Ms. White, and it was so voted 4-0-0.

The Board decided to leave the recommendations for the citizens' petitions, Articles 31 and 32, "To Be Determined".

Mr. Foresto moved that the Board close the warrant; seconded by Mr. Trindade, and so voted 4-0-0.

Approval of Warrants:

The Board reviewed Warrant 15-42.

Mr. Foresto moved to approve Warrant 15-42 dated April 16, 2015 in the amount of \$505,797.72; seconded by Ms. White, and so voted 4-0-0.

Mr. Crowley stated he would like to meet with the fourth candidate for the Affordable Housing Committee. If the Board is agreeable, he may wish to expand the committee's membership from five to seven and appoint all four candidates to the committee.

Mr. Crowley asked the Board if it was interested in adding a referendum question to the ballot. The Board did not see a real need.

At 8:00 AM, Mr. Trindade moved to adjourn; seconded by Mr. Foresto, and so voted 4-0-0.

**Board of Selectmen's Meeting
April 21, 2015 – 7:00 PM
Sanford Hall, Town Hall
155 Village Street**

Present: Dennis Crowley, Chair; John Foresto, Vice Chair; Richard D'Innocenzo (7:06 PM), Clerk; Glenn Trindade and Maryjane White, Members.

Others Present: Michael Boynton, Town Administrator; Tom Holder, Director, Department of Public Services.

At 7:01 PM Chairman Crowley called the meeting to order and led the Pledge of Allegiance.

Recognition of Department of Public Services: Postponed

Recognition of Public Safety Officers:

Mr. Boynton stated that the Town of Medway has a high level of service from the public safety officers, in this case the Fire Department in saving a life. At an event at the Medway Middle School on January 25, an individual fell to floor with a medical emergency. Civilians at the event rendered assistance until the EMTs arrived. This is truly a success story as the individual survived and is presently in good health.

Mr. Boynton acknowledged the following individuals:

Fire Department: Lt. Matthew Anzivino, Firefighter/EMT Michael Fasolino, Firefighter/EMT Kevin Moreau; Firefighter Timothy Rafferty, and Lt. Brian Tracy.

Police Department: Officer Joseph MacDougall and Officer Stephen Mitchell.

Civilians: John Harrahy of Medway, John McEnery of Medway, Hans Morrison or Franklin and Ryan Ocampo of Medway.

Chairman Crowley extended kudos to the public safety staff, adding that the Board appreciates the civilian assistance as that early intervention was crucial in saving this person's life. Board members expressed their appreciation and thanks for all they do. Chairman Crowley noted that on-call firefighters often get called out in the middle of the night and then go to work the next day.

Public Comments:

Mr. Jim Wieler, 62 Adams Street, reported that it was time to review the status of the Action Items relative to the Master Plan Update. A committee will look at them, sort them, and then meet with boards and committees as to their progress on accomplishing the items that had been relegated to them. The committee will start meeting with groups in mid-May. He noted that 199 actions have been completed since 1999. Chairman Crowley asked for a checklist of items so that it would be easy to see which ones have been done and which ones remain to be completed. Chairman Crowley asked that this matter be added to the Board's Action Items list for September.

Appointments to Affordable Housing Committee:

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The Board reviewed the following information: (1) Letter of interest, dated April 1, 2015, from Judi LaPan; (2) Letter of interest, dated April 2, 2015, plus resume from Michael Leone; (3) Letter of interest, dated April 6, 2015, plus resume from John Parlee; and (4) Letter of interest, dated March 1, 2015, from Susan Rorke, plus endorsement from the Affordable Housing Committee.

Present: Judi LaPan, John Parlee, and Susan Rorke.

As this was his first time meeting the Board, Mr. John Parlee stated he grew up in Massachusetts, went on to West Point and the U.S. Army, then returning to Massachusetts after a tour in Iraq. He has enjoyed a lot of activities in Medway and wants to get involved, and serving on this committee is a good way to get started.

Chairman Crowley stated that the current committee size is five (5) members and suggested increasing the size so that all four can be appointed.

Selectman Foresto moved that the Board increase the size of the Affordable Housing Committee to seven (7) members; Selectman Trindade seconded. No further discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board of Selectmen appoint Judi LaPan, Michael Leone, John Parlee and Susan Rorke to the Affordable Housing Committee, each for a two-year term expiring June 30, 2017; Selectman Foresto seconded. No discussion. VOTE: 5-0-0.

Selectman White, speaking as Town Clerk, stated she would attend the next meeting of the Affordable Housing Committee in order to swear in anyone who had not yet been sworn in.

Update on Water System Operations:

There were no background materials.

Present: Tom Holder, Director, Department of Public Services.

Mr. Boynton briefly explained the leak detection process, noting that there are related tasks that are being worked on regularly.

Chairman Crowley asked Mr. Holder to limit his discussion to the recent concerns about chlorine, strong odor, etc. Mr. Holder reported that, in 2007-2008, there was an E coli outbreak in the water system, and until that time, there was no disinfectant in the water. Now one [disinfectant] Sodium Hypochlorite is injected at the well sites as the water is pumped into the system. Chlorine is necessary. Iron deposits form on the inside of the pipe and a thin film of bacteria will build up on those deposits. We test for chloroform coliform bacteria every month 1.0 mg/l chlorine is put in at the tank site, but it dilutes significantly by the time it is pumped through the system, eventually dropping down to a level of 0.36. This is nowhere near the level of chlorine in swimming pool water which has a level of 4-5.0 mg/l. Mr. Holder noted that the bacteria become more prevalent as temperatures get warmer. These chlorine levels are recommended by DEP. Discussion followed.

Other options include using different chemicals with similar results. Ozone is very expensive, generally used for larger producers of water, and the operation is very expensive. It would require its own treatment plant at a cost of millions of dollars. Eighteen (18) locations are tested monthly, complying with significant regulation. Every June each household gets an annual report from the Water Department which lists all the initiatives and test results. Discussion followed on the feasibility of an ozone treatment plant.

Mr. Holder reported the department tracks calls about all kinds of things, including complaints about chlorine. They will test water at homes where people have complained, or obtain a test sample from the closest available spot. The water usually tests within acceptable limits. He reported that the department typically receives only a couple of calls about chlorine a month.

Responding to a question from the Board, Mr. Holder stated that, even if all the water pipes in town were replaced, there would still be a need for chlorine as a disinfectant to keep the water safe for consumption. The Town will always have to meet the required 0.2 level at the distribution point.

Discussion followed on previous practices and DEP involvement in related activities.

Mr. Holder concluded by stating that, over the next three years, there will continue to be water main replacement beginning with the water line on Highland Street, followed by Winthrop Street from Main to Lovering. The streets containing the water mains replaced last year will be paved this year after giving the area a year to settle.

Vote – Establishment of DPS Facility Building Committee and Committee Charge:

The Board reviewed a draft document entitled “Department of Public Services Facility Project – Establishment of a Project Building Committee”.

Mr. Boynton clarified that there is a “study” committee right now, but the project needs an official committee that can have funding. He suggested carrying the existing membership forward to the new committee. He added that, due to it being a new committee, all members have to be sworn in.

Selectman Foresto moved that the Board of Selectmen vote to establish a DPS Facility Building Committee and to approve the draft document as presented; Selectman Trindade seconded. No discussion. VOTE: 5-0-0.

Home Rule Petition – Oak Grove, Amendment Request:

The Board reviewed Special Act, Revised 4/16/15 [Original Section 5 deleted]

Mr. Boynton stated that Town Counsel has reported that the Legislature does not want to see Section 5 so it has been deleted. Brief discussion followed.

Selectman Trindade moved that the Board of Selectmen approve the amended Home Rule Petition as prepared by Town Counsel and to forward same to our legislative delegation for action; Selectman Foresto seconded. It was noted that this was approved at the Special Town Meeting in March 2015. VOTE: 5-0-0.

Authorization of the Chairman to Execute Massachusetts School Building Authority Project Funding Agreement, McGovern Window/Door Project:

The Board reviewed the following information: (1) Massachusetts School Building Authority (MSBA) Accelerated Repair Program Project Funding Agreement; (2) Certification of Legal Counsel; and (3) Exhibit J – Banking Information Template.

Mr. Boynton reported that the agreement has been reviewed by MSBA and they are just awaiting signature. Chairman Crowley will have the opportunity to review the exhibits in the file before signing.

Selectman Trindade moved that the Board authorize the Chairman to execute the MSBA Project Funding Agreement for the McGovern School window/door project, as presented; Selectman Foresto seconded. No discussion. VOTE: 5-0-0.

Approval – One-Day Liquor License Application: Monique Mello, Thayer Homestead, May 10, 2015:

The Board reviewed the following information: (1) One-Day license application; and (2) Police Department recommendation.

Selectman Foresto moved that the Board approve a one-day wine and malt license for Ms. Monique Mello for a May 10, 2015 event at the Thayer Homestead with the proviso that all conditions set forth in Police Chief Tingley's approval letter of April 10, 2015 are met and certificate of insurance received; Selectman Trindade seconded. No discussion. VOTE: 5-0-0.

Approval – Public Event Permits:

The Board reviewed an application and Police Department recommendation for (1) Ride for Food, September 20, 2015; (2) Medway Youth Football and Cheer, October 31, 2015; and (3) BRAKING AIDS Charity Bike Ride, September 25, 2015

Selectman Trindade moved that the Board approve event permits for the fundraising events as presented, conditioned upon the fulfillment of the Police Department's recommendations with respect to detail officers; Selectman White seconded. No discussion. VOTE: 5-0-0.

Approval – Article 20 (CPC Appropriation), May 11, 2015 Annual Town Meeting Warrant:

The Board reviewed Article 20 from the May 11, 2015 Annual Town Meeting Warrant, excerpted.

Mr. Boynton reported that the budget is from Community Preservation Committee.

Selectman Trindade moved that the Board approve Article 20, which seeks to appropriate, or reserve for later appropriations, monies from the CPC reserves or funds for administrative expenses, annual transfers and other community preservation projects; Selectman White seconded. Brief discussion followed on funding for the amphitheater. VOTE: 5-0-0.

Action Items from Previous Meeting:

The Board reviewed the Action Items List.

#2 – Route 109 – Chairman Crowley reported the project will soon go out to bid.

#10 --Playground concepts – Selectman Trindade stated that the Community Preservation Committee has requested a more thorough plan for Fall Town Meeting

#11 --Thayer house close out – As this project has been completed, it can come off the list.

#12 – Design and engineering project at Choate Park – Mr. Boynton reported that a summary on this is being prepared.

#15 – Status on ALS program for EMS – Mr. Boynton reported he will be able to update the Board later in the calendar year.

Approval of Warrants:

The Board reviewed Warrants 15-43, 15-43P and 15-43SP.

Selectman D'Innocenzo, Clerk, read aloud Warrants 15-43, 15-43P and 15-43SP, dated 4/23/15, presented for approval:

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15-43	School Bills	\$ 409,776.46
15-43P	Town Payroll	\$ 260,460.70
15-43SP	School Payroll	\$ 788,203.16
	TOTAL	\$1,458,440.32

Selectman Trindade moved that the Board approve the Warrants as read; Selectman White seconded. No discussion. VOTE: 5-0-0.

Approval of Minutes:

The Board reviewed draft minutes from public sessions held on January 5, 2015; February 17, 2015; February 24, 2015; and March 5, 2015.

Selectman Trindade moved that the Board approve the public session minutes of January 5, 2015, as presented; Selectman White seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board approve the public session minutes of February 17, 2015, as presented; Selectman Foresto seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board approve the public session minutes of February 24, 2015, as amended; Selectman Foresto seconded. No further discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board approve the public session minutes of March 5, 2015, as presented; Selectman White seconded. No discussion. VOTE: 5-0-0.

Town Administrator's Report:

Mr. Boynton directed the Board's attention to minor changes to Warrant Articles 1, 2, and 8 relative to the transfer of funds from Certified Free Cash rather than the previous wording referencing a specific year. This was after review by Town Counsel.

Selectman Trindade moved that the Board approve and sign the Special Town Meeting Warrant for May 11 with changes (Articles 1 and 2) noted by the Town Administrator; Selectman Foresto seconded. No further discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board approve and sign the Annual Town Meeting Warrant for May 11 with change (Article 8) as noted by the Town Administrator; Selectman D'Innocenzo seconded. No discussion. VOTE: 5-0-0.

Mr. Boynton then proceeded with his list, covering topics of Snow & Ice "final" numbers, Cassidy Field improvements [new transformer], a paving & roadwork update, field project update, and congratulating participants on a very successful Clean Sweep.

Selectmen's Reports:

Chairman Crowley asked if flags would be installed along Route 109 for Memorial Day. Mr. Boynton reported that street flags have been ordered and should be delivered within the next two weeks.

There were no other reports.

At 8:20 PM, Selectman Trindade moved to adjourn; Selectman Foresto seconded. No discussion. VOTE: 5-0-0.

DRAFT

Respectfully submitted,
Jeanette Galliard
Night Board Secretary

MEDWAY BOARD OF SELECTMEN
155 VILLAGE STREET • MEDWAY, MASSACHUSETTS 02053
(508) 533-3264 • FAX: (508) 533-3281

*Dennis Crowley, Chairman
John Foresto, Vice Chairman
Richard D'Innocenzo, Clerk
Glenn Trindade, Member
Mary Jane White, Member*

Board of Selectmen's Meeting Minutes

April 29, 2015 at 7:30 AM

Town Administrator's Conference Room, Town Hall

Present: Chairman Dennis Crowley; Selectmen John Foresto, Glenn Trindade [arrived 7:35] and Maryjane White

Approval – One Day Alcohol License for Gordon White – Thayer Homestead – May 1, 2015:

Mr. Foresto moved, seconded by Ms. White, to approve a One Day Alcohol License for Gordon White for an event to be held at the Thayer Homestead on May 1, 2015. It was unanimously voted: 3-0-0 [Mr. Trindade arriving after vote].

Former American Legion Cannon

Discussion involved relocation of the cannon located at the former American Legion property. Chairman Crowley to contact Col. Matondi to have him work with the VFW Post which had expressed interest in the cannon.

Social Media

Selectmen Trindade suggested the Board consider using some surplus funds at year-end to hire someone to provide training session over the summer on social media – its uses and how it works. Selectmen Foresto reported that IT had already hired someone to focus on social media but that this individual may be working, at present, on social media needs for the Schools and that getting messages out on Facebook, Twitter and the Town's website should be the responsibility of the IT department. Selectmen Trindade stressed the need to learn more than the mechanics of posting information but instead to come up with a social media strategy. Selectmen Foresto reported that he had met with Town Administrator Boynton who was interested in hiring someone through Cable Access funds, but that this would not be possible. There was no opposition to Chairman Crowley's suggestion that a single page insert be included in quarterly water/sewer billings which would serve to provide Town updates.

At 8:00 AM, Mr. Foresto made a motion to adjourn, which was seconded by Ms. White. It was so voted: 4-0-0.

**Board of Selectmen's Meeting
Monday, April 6, 2015 – 6:30 PM
Sanford Hall
15 Village Street**

Present: Dennis Crowley, Chair; John Foresto, Vice-Chair; Richard D’Innocenzo, Clerk (6:36 PM); and Maryjane White.

Absent: Glenn Trindade, Selectman.

Also Present: Michael Boynton, Town Administrator; Sue Ellis, Director, Human Resources; Jeffrey Lynch, Fire Chief; Sue Ellis, Human Resources Director; Susy Affleck-Childs, Planning and Economic Development Coordinator; Andrew Rodenhiser, Chair, Planning and Economic Development Board; Carol Pratt, Town Accountant; Bridget Graziano, Conservation Agent.

At 6:35 PM Chairman Crowley called the meeting to order and led the Pledge of Allegiance.

Executive Session:

At 6:31 PM Selectman Foresto moved that the Board enter Executive Session under Exemption 3: To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares [Memorandum of Agreement between the Town and Medway Permanent Firefighters Association and Memorandum of Agreement between the Town and the Medway Police Association] , Selectman White seconded. Chairman Crowley did so declare. No discussion. Roll Call Vote: 3-0-0 (Crowley, aye; Foresto, aye; White, aye).

Chairman Crowley reconvened public session at 7:00 PM.

Public Comments: None.

Collective Bargaining Agreement Approval:

The Board reviewed the motions for associated Annual Town Meeting Articles (27-29) reflecting funding amounts and sources for the agreements that were reviewed in Executive Session.

Mr. Boynton reported that the Town has reached agreement with both the Medway Permanent Firefighters Association and the Medway Police Association. He noted that both contracts must be ratified during public session. Mr. Boynton thanked and commended all union representatives for their efforts during the bargaining sessions, as well as the Human Resources Director, Police Chief Tingley and Fire Chief Lynch.

Selectman Foresto moved that the Board ratify and approve the collective bargaining agreement between the Town of Medway and the Medway Permanent Firefighters Association for the period of July 1, 2015 through June 30, 2018 subject to Town Meeting approval of the Fiscal Year 2016 monetary items contained therein, and further, to favorably recommend Annual Town Meeting Article 28 and the appropriation of \$14,376 for this purpose, of which \$8,424 be transferred from the FY2016 Salary

1 Reserve Account and \$5,952 be transferred from the EMS Enterprise Fund; Selectman White seconded.
2 At this time, Chairman Crowley thanked Mr. Boynton, explaining to viewers that there have been a
3 number of meetings of the last 2-3 months. There was no further discussion. VOTE: 4-0-0.
4

5 Selectman Foresto moved that the Board of Selectmen ratify and approve the collective bargaining
6 agreement between the Town of Medway and the Medway Police Association for the period of July 1,
7 2015 through June 30, 2018 subject to Town Meeting approval of the Fiscal Year 2016 monetary items
8 contained therein, and further, to favorably recommend Annual Town Meeting Article 29 and the
9 appropriation of \$36,585 for this purpose which amount shall be transferred from the FY2016 Salary
10 Reserve Account; Selectman D’Innocenzo seconded. No discussion. VOTE: 4-0-0.
11

12 Selectman Foresto moved that the Board of Selectmen favorably recommend approval of Annual
13 Town Meeting Article 27, the funding of Fiscal Year 2016 monetary items contained in the collective
14 bargaining agreement between the Town of Medway and the Medway Public Employees’ Local Union
15 in the amount of \$55,935 and to meet this appropriation, \$36,000 be transferred from the FY2016
16 Salary Reserve Account, \$464 be transferred from EMS Enterprise Fund Retained Earnings, \$4,923 be
17 transferred from Solid Waste Enterprise Fund Retained Earnings, \$10,229 from Water Enterprise Fund
18 Retained Earnings, and \$3,819 be transferred from Sewer Enterprise Fund Retained Earnings;
19 Selectman White seconded. No discussion. VOTE: 4-0-0. It was noted that the contract had already
20 been ratified, and this vote is for the funding mechanism.
21

22 **Appointments:**

23 *The Board reviewed the following information: (1) Brian Snow’s letter of interest and resume; (2) Letter*
24 *dated March 31, 2015, endorsement from the Conservation Commission. It was noted that the Town*
25 *Clerk reported Ms. Mucci’s current term expired on 4/1/15.*
26

27 Selectman Foresto moved that the Board of Selectmen appoint Brian Snow to the Conservation
28 Commission for a three-year term and to reappoint Florence Mucci to the Board of Registrars, also for
29 a three-year term; Selectman White seconded. No discussion. VOTE: 4-0-0.
30

31 **Approval – Indirect Cost Agreement for Fiscal Year 2016 Enterprise Funds:**

32 *The Board reviewed a Proposed Agreement drafted by Town Accountant.*
33

34 Ms. Carol Pratt, Town Accountant, stated that the agreement includes descriptions, and she briefly
35 reviewed each grouping including administrative services (salaries), Town Administrator, Treasurer/
36 Collector, Human Resources and Information Technology Support. The debt expense is billed directly to
37 the individual Enterprise Fund. Ms. Pratt then reviewed the addendums. Discussion followed.
38 Responding to a question from the Board, Mr. Pratt explained that she “trues up” to the General Fund
39 once the fiscal year has concluded.
40

41 Ms. Pratt reported that the Town signed the same agreement last year based on the auditors’
42 recommendation. It is also good to be part of the water and sewer budget. She noted she has always
43 done it, but has not always shared it with the Board.
44

45 Selectman Foresto moved that the Board approve the Fiscal Year 2016 indirect cost allocation
46 agreement for the Town’s enterprise funds as presented; Selectman White seconded. No discussion.
47 VOTE: 4-0-0.
48

Authorization of Chairman to Execute Contracts with EcoTec Inc. for Review of Wetland Flagging -- \$2,200 and \$2,350:

The Board reviewed the following information: (1) Contract for Millwood Village project; and (2) Contract for Wickett property project.

Present: Bridget Graziano, Conservation Agent.

Ms. Graziano stated that both contracts are for separate Abbreviated Notice of Resource Delineation, and identified the specific parcels also known as the Wickett property. She reported that the public hearing was opened in January. The applicant had already flagged the wetland, and this contract asks for the flagging to be reviewed for accuracy. Chairman Crowley clarified that a large parcel was already flagged, and these parcels will be in addition to that. Responding to a question from Selectman Foresto, Mr. Boynton stated that this fee will be paid by the applicant via fees paid into the wetlands funds. The flagging activity cannot begin until the snow cover thaws.

Ms. Graziano stated that the other one is for a filing on Village Street, and EcoTec was only one who responded. She reported that Town Counsel has approved these documents.

Depending on how good the original flagging is, the work could be done in a day or two. If the flagging is inconsistent and regular soil testing is required, it could take as long as a month.

Selectman Foresto moved that the Board authorize the Chairman to execute the contracts between the Town and Eco Tec, Inc. for review of wetland flagging in the amounts of \$2,350 and \$2,200; Selectman White seconded. No discussion. VOTE: 4-0-0.

Approval – Conservation Restriction, Millstone Village:

The Board reviewed the following information: (1) Memorandum from the Conservation Agent; (2) Proposed conservation restriction; and (3) Restriction sketch plan.

Present: Bridget Graziano, Conservation Agent; Susy Affleck-Childs, Planning and Economic Development Coordinator.

Ms. Graziano provided a brief overview of the project, an over-55 housing development, and described the process of editing and changes. She noted that the document has been reviewed by Town Counsel and the State. Lastly, it was approved by the Conservation Commission on March 25, 2015.

Chairman Crowley asked about the parking lot as there is not one depicted. Ms. Graziano responded that there is no formal parking lot, just an area where one could be placed. Brief discussion followed on access to the parcel. Ms. Affleck-Childs clarified that the Special Permit application does include a plan that shows a spot with gravel and such. Chairman Crowley stated he wanted to confirm that it could not be built somewhere else on the property. It was noted that the condo/homeowners association will be responsible for maintaining the parking area and the walking trails.

With regard to property taxes on the parking lot land, it is likely those taxes would be minimal and likely the responsibility of the condo association. In such a situation, the taxes are typically spread throughout all the owners. There will be access to the trails via an entrance on Lovering Street.

1 Responding to a question from Selectman Foresto, Ms. Graziano stated that the oversight of the work
2 would fall to her as the Conservation Agent. There should be an annual walk to monitor every
3 Conservation Restriction in town though there is not enough staff to make sure the requirements of the
4 Conservation Restrictions are met. Ideally, there should be a binder in the office containing all
5 Conservation Restrictions. As Agent, she must do all permitting paperwork before anything else.

6
7 Chairman Crowley asked her to take a look at where the bridges are supposed to go off Larussi Way, as
8 the bridge locations are under water right now.

9
10 **Selectman Foresto moved that the Board approve the Conservation Restriction for Millstone Village as**
11 **presented; Selectman White seconded. No discussion. VOTE: 4-0-0.**

12
13 **Re-Opening of May 11, 2015 Annual Town Meeting Warrant – Language Amendments. . .**

14 *The Board reviewed the following information: (1) Language amendments made to Zoning Articles 25*
15 *and 26 relative to multifamily housing and business transition district; (2) Proposed article to authorize*
16 *Selectmen to negotiate PILOT agreement with Exelon; and (3) Draft CPC Budget (amendment is*
17 *anticipated at 4/6/15 meeting of the Community Preservation Committee).*

18
19 Present: Susy Affleck-Childs, Planning and Economic Development Coordinator; Andrew Rodenhiser,
20 Chair, Planning and Economic Development Board.

21
22 Ms. Affleck-Childs explained the changes necessary. She added that Town Counsel has reviewed the
23 changes. Selectman D’Innocenzo asked for clarification that it is an overlay district. She reminded the
24 Board that this is still a Special Permit process, not by right. It is designed to protect some of the larger
25 single-family homes in town that are expensive to maintain, prompting owners to divide them into
26 apartments. The rental income justifies the construction loan from the bank. Each applicant would
27 have to demonstrate parking capabilities as well as other factors in order to get the approval from Town
28 Boards.

29
30 Mr. Rodenhiser pointed out that Medway does not have enough rental housing, noting that it is
31 important to recognize “that the fiber of our community is being stressed because there isn’t an
32 affordable option. Our children have to move out of town because there isn’t safe affordable rental
33 housing here”. Increasing this housing stock will also benefit older citizens who are downsizing,
34 divorced people, or other people who are not interested in homeownership.

35
36 Ms. Affleck-Childs stated they have reviewed the data from the Assessors’ Office, looking at buildings
37 with 3 units or more. There are a total of 300 units involved.

38
39 Regarding the Business District Transition, Ms. Affleck-Childs explained the changes for exterior criteria
40 as to appearance. Businesses will resemble residential housing more, providing a smoother transition to
41 the bona fide business district. It was noted that there were some concerns expressed by abutters at
42 the public hearing, a major one being that the area will be limited to offices, and no retail or drive-thru
43 establishments. Some of the changes are in response to initial concerns.

44
45 **Selectman Foresto moved that the Board reopen the May 11 Annual Town Meeting Warrant;**
46 **Selectman White seconded. No discussion. VOTE: 4-0-0.**
47

1 **Selectman Foresto moved that the Board approve the changes in Articles 25 and 26 amending the**
2 **language relative to multifamily housing and business transition district, as presented; Selectman**
3 **White seconded. No discussion. VOTE: 4-0-0.**

4
5 Regarding the Exelon Facility, Mr. Boynton noted that this group has been working on a number of options
6 to expand their facility. They have been working with ISO Energy Manager and the Commonwealth. An
7 important item is to negotiate a prudent and responsible PILOT agreement. This is a two-step process, the
8 first being a Town Meeting authorization to enter into that agreement, and the second to prepare and
9 execute the agreement. It was determined that a new article needed to be added. Town Counsel drafted
10 the language to meet requirements of the statute.

11
12 **Selectman Foresto moved that the Board add a Warrant Article to the May 11 Annual Town Meeting**
13 **Warrant relative to the negotiation of a Payment in Lieu of Taxes agreement with Exelon, as**
14 **discussed; Selectman White seconded. No discussion. VOTE: 4-0-0.**

15
16 **Selectman Foresto moved that the Board approve the Warrant Article relative to the negotiation of a**
17 **Payment in Lieu of Taxes agreement with Exelon, as discussed; Selectman White seconded. No**
18 **discussion. VOTE: 4-0-0.**

19
20 **Selectman Foresto moved that the Board close the Annual Town Meeting Warrant; Selectman White**
21 **seconded. No discussion. VOTE: 4-0-0.**

22
23 **Authorization of Chairman to Executive Contract with The Cecil Group for Design Guideline**
24 **Development Services -- \$15,000:**

25 *The Board reviewed a Proposed Contract. It is noted that the contract will be signed by Town Counsel*
26 *and the Town Accountant prior to the Selectmen's meeting.*

27
28 **Selectman Foresto moved that the Board authorize the Chairman to execute the contract with The Cecil**
29 **Group in an amount not to exceed \$15,000; Selectman White seconded. No discussion. VOTE: 4-0-0.**

30
31 **Interviews – Affordable Housing Committee:**

32 *The Board reviewed the following information: It is noted that there are only two openings and three*
33 *applicants. The Board will make its appointments at the next meeting. The applicants are listed in*
34 *chronological order as to the order in which they were received.*

35
36 Present: Robert Ferrari, Chair, Affordable Housing Committee; Doug Havens, Community Housing
37 Coordinator; Susan Rorke, Michael Leone, and Judi LaPan.

38
39 Chairman Crowley announced that there are three applicants for two openings, and invited each
40 candidate to introduce themselves.

41
42 Ms. Susan Rorke stated her belief that a diverse community benefits everyone; however, the major
43 increase has been in high-end housing. She is employed at MetroWest Independent Living in Framingham
44 and understands the need for affordable and accessible housing for people with limited means. She
45 acknowledged that she is not an expert in housing, but would like to help in any way she can. Responding
46 to a question from Selectman White, she stated her main interest is affordable housing. At this time,
47 Chairman Crowley reported that the Board is in receipt of a support letter from the Chairman of the
48 Affordable Housing Committee. Ms. Rorke has been attending the meetings for several months.

1
2 Mr. Bob Ferrari, Chair, Affordable Housing Committee, stated the committee is defined as having five
3 members but would take as many as are interested. Chairman Crowley cautioned that increasing the
4 number sometimes makes obtaining a quorum difficult.

5
6 Mr. Michael Leone stated that he is a retired fire captain from Watertown, with additional career
7 experience as an EMT and trainer. He noted that he was one of the first Hazardous Materials technicians
8 in the state. Mr. Leone added that he is also a construction supervisor as he has a home improvement
9 contractor license and knowledge of codes. He is on the Board of Directors of his condominium assoc. and
10 some of those units are labeled as affordable. His main objective is to make the system smoother so that
11 people have information for the affordable units when they are buying them.

12
13 Addressing his question to Mr. Ferrari, Selectman Foresto asked about the time commitment in serving
14 on the committee. Mr. Ferrari responded that the group meets twice monthly in conjunction with the
15 Affordable Housing Trust. They just purchased the former American Legion building with the intent to
16 convert it to housing. Ultimately their goal is to keep moving forward toward the 10% requirement.
17 The committee and the trust are looking for a range of housing for workforce housing, municipal
18 employees (police, fire, teachers), and senior citizens, as well as children wanting to come back to their
19 hometown. They need someone with a strong mechanical background and construction knowledge, but
20 also need people with advocacy experience and people with realty backgrounds, all to make the
21 committee more able to respond to inquiries.

22
23 As to duties and responsibilities, Mr. Ferrari stated that the committee helps with educational materials,
24 walk throughs on sites, etc. but has no input or participation on votes taken by the Affordable Housing
25 Trust.

26
27 Ms. Judi LaPan stated that she is currently part of the Affordable Housing Trust and would like to be
28 involved in both groups. She indicated she is a proponent of affordable housing, workforce housing for
29 police, fire and school staff, noting that it is difficult to purchase a home here. She said it is important
30 that we have housing for all segments of the population. Ms. LaPan stated that she brings a lot to the
31 table, noting that as program administrator for the Department of Public Services, she is familiar with
32 water, sewer, solid waste, and other areas. Selectman White asked for clarification that being a
33 member of both groups did not constitute a conflict of interest. Ms. LaPan stated she has been involved
34 with the Affordable Housing Trust for about two years. Chairman Crowley asked the Town
35 Administrator to confirm with Town Counsel that there is no conflict.

36
37 Mr. Doug Havens, Community Housing Coordinator, clarified that the Affordable Housing Committee is
38 really a policy-setting group, while the Affordable Housing Trust manages the funds. He supports both
39 groups as part of his job description. There is just not enough time to do everything. He stated he is in
40 favor of increasing the member number to six even though there could be tie votes. Mr. Havens advised
41 that the time commitment is getting to be more than just attending meetings as they move forward
42 with the Cutler Street project. They need someone who has the energy to do the research.

43
44 **Approval – One-Day Liquor License Applications:**

45 *The Board reviewed the following information: (1) Hooper application for Thayer Homestead with Police*
46 *Department recommendation; and (2) Keaney application for Thayer Homestead with Police Department*
47 *recommendation.*
48

1 **Selectman Foresto moved that the Board approve one-day wine and malt licenses for Dan Hooper and**
2 **Aileen Keaney for the April 25 and May 2 events at the Thayer Homestead, as presented; Selectman**
3 **White seconded. No discussion. VOTE: 4-0-0.**

4
5 **Approval – Public Event Permits:**

6 *The Board reviewed the following information: (1) CCG Foundation Mother's Day Memorial Ride*
7 *application and Police Department recommendation; (2) Tri-State Trek application and Police Department*
8 *recommendation; and (3) Turkey Trot application and Police Department recommendation.*
9

10 **Selectman Foresto moved that the Board approve permits for these fundraising events (Christine**
11 **Clarke Genco Foundation Ride, Tri-State Trek, and Turkey Trot) as presented conditioned upon the**
12 **fulfillment of the Police Department's recommendations with respect to detail officers; Selectman**
13 **D'Innocenzo seconded. No discussion. VOTE: 4-0-0.**

14
15 **Re-Opening of May 11, 2015 Special Town Meeting Warrant – Add Article to Extend Expenditure**
16 **Deadline on 2014 Annual Town Meeting Warrant Article 7 – Various Projects.**

17 *The Board reviewed the following information: (1) Special Town Meeting Warrant with added article to*
18 *extend expenditure deadline for various projects approved under Article 7 of the May 2014 Annual Town*
19 *Meeting; and (2) Information about the status of these projects.*
20

21 Mr. Boynton and the Board briefly reviewed the Warrant articles, noting the status of each at the
22 present time. With regard to the new article, it was clarified that the article is for the Cassidy Field
23 work. All projects would have the "sunset clause" added which would allow work to continue past June
24 30 of this year. Brief discussion followed.
25

26 **Selectman Foresto moved that the Board re-open the May 11 Special Town Meeting warrant to add**
27 **an article to extend the expenditure deadlines of various projects approved under Article 7 of the May**
28 **2014 Annual Town Meeting, as presented; Selectman White seconded. Chairman Crowley clarified for**
29 **viewers that the Board has reviewed the original warrant articles numerous time. No further**
30 **discussion. VOTE: 4-0-0.**

31
32 **Selectman Foresto moved that the Board approve all Special Town Meeting articles that have not**
33 **been approved; Selectman White seconded. No discussion. VOTE: 4-0-0.**
34

35 **Selectman Foresto moved that the Board close the Special Town Meeting Warrant; Selectman White**
36 **seconded. No discussion. VOTE: 4-0-0.**
37

38 **Approval of Warrants**

39 *The Board reviewed Warrants 15-41S, 15-41SP, and 15-41P.*
40

41 Selectman D'Innocenzo, Clerk, read aloud the Warrants, dated 4/9/15, presented for approval as
42 follows:
43

44	School Bills	\$ 293,623.92
45	Town Payroll	\$ 274,659.30
46	School Payroll	<u>\$ 784,298.27</u>
47	TOTAL	\$1,352,581.49

48

1 **Selectman Foresto moved to approve the Warrants as read; Selectman White seconded. No**
2 **discussion. VOTE: 4-0-0.**

3
4 **Town Administrator's Report:**

5 Mr. Boynton asked the Board if it wanted a booth for Medway Pride Day. Brief discussion followed.

6
7 Mr. Boynton reported that Medway Cleanup Day is coming on Saturday, and many volunteers have
8 signed up.

9
10 Additionally, he noted that Patriots Day is on Monday, April 20, the Board's regular meeting day, and
11 asked if April 21 would be an appropriate meeting night. The Board agreed.

12
13 **Selectmen's Reports:**

14 Selectman Foresto asked about the agreement with Borrego Solar. It was reported that discussions are
15 ongoing. He reported that he met with Medway Public Library Trustees and the Cultural Council about
16 the addition of a kiln and a loom in the basement room. The Fire Chief and the Building Commissioner
17 need to weigh in on the proposal.

18
19 Chairman Crowley announced that there will be a pizza party for the DPS staff on April 21 as a way to
20 publicly thank them for their hard work during this winter.

21
22 Chairman Crowley reported that he has heard good things about the scheduling of activities at the
23 athletic fields. Mr. Boynton concurred, noting that testing on the fields was performed today, and
24 results are within specifications. The fields are basically open and ready to go.

25
26
27 **At 8:55 PM Selectman Foresto moved to adjourn; Selectman D'Innocenzo seconded. No discussion.**
28 **VOTE: 4-0-0.**

29
30 Respectfully submitted,
31 Jeanette Galliardt
32 Night Board Secretary

**Board of Selectmen's Meeting
Monday, May 11, 2015 – 6:15 PM
Medway High School --- Room 111-1
88 Summer Street**

Present: Dennis Crowley, Chair; John Foresto, Vice-Chair; Richard D'Innocenzo, Clerk (6:36 PM); Glenn Trindade and Maryjane White.

Also Present: Michael Boynton, Town Administrator; Melanie Phillips, Finance Director; Tom Holder, Director, Department of Public Services; Susy Affleck-Childs, Planning Coordinator.

At 6:20 PM Chairman Crowley called the meeting to order and led the Pledge of Allegiance.

Public Comments: None.

At 6:21 Selectman Trindade moved that the Board enter Executive Session under Exemption 3 to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect of the bargaining or litigating position of the public body and the chair so declares [Maritime Housing v. PEDB, "Redgate" Lawsuit]; Selectman White seconded. The chair did so declare. No discussion. Roll Call Vote: 4-0-0 (Crowley, aye; Foresto, aye; Trindade, aye, White, aye).

At 6:30 PM Chairman Crowley reconvened Public Session.

Update from Town Counsel – Unaccepted Roads:

There were no background materials.

Ms. Barbara Saint André, Town Counsel, reported that some of the Town's unaccepted roads are private roads. She has checked the deeds which revealed that roads are owned by the developers. Under state law, the Town is not allowed to spend funds on road maintenance of private roads.

Mr. Boynton asked about the Town's ability to suspend snow plowing on private ways. Ms. Saint André expressed caution in that it would be tricky to pick and choose between all the private roadways in Medway. Ideally, the Town/Board needs to set some kind of standard or define criteria.

Ms. Susy Affleck-Childs pointed out that there is a difference between a bona fide private way or one that is temporarily private and intended to be accepted upon completion.

Discussion followed on what rights the developer might have to use the roads. The burden of proof is on the developer.

General Discussion of Special and Annual Town Meeting Warrants:

The Board reviewed the following materials: (1) Special Town Meeting Warrant and motions; and (2) Annual Town Meeting Warrant Index, Warrant and motions. It is noted that Articles 22, 25 and 26 have substitute motions depending upon action by Town Meeting on preceding articles, Art. 21 in the case of

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Art. 22, and Art. 24 (zoning recodification) in the case of Arts. 25 and 26. Also, the BOS recommendation for the Citizens' Petitions articles (#30 and 31) remain TBD.

Brief discussion followed on final town meeting preparations, revised motions, anticipated amendments, etc.

Approval of Warrants:

The Board reviewed Warrant 15-46S.

Selectman D'Innocenzo, Clerk, read aloud Warrant 15-46S, dated 5-14-15, presented for approval:

School Bills	\$ 436,753.43
Town Bills	<u>\$ 691,465.55</u>
TOTAL	\$1,128,218.98

Selectman Trindade moved that the Board approve the Warrant as read; Selectman White seconded. No discussion. VOTE: 5-0-0.

At 6:40 PM Selectman Trindade moved to adjourn; Selectman White seconded. No discussion. VOTE: 5-0-0.

Respectfully submitted,
Jeanette Galliardt
Night Board Secretary

**Board of Selectmen's Meeting
May 18, 2015 – 7:00 PM
Sanford Hall, Town Hall
155 Village Street**

Present: Dennis Crowley, Chair; John Foresto, Vice Chair; Richard D'Innocenzo, Clerk; Glenn Trindade, Member and Maryjane White, Member.

Others present: Michael Boynton, Town Administrator; Tom Holder, Director, Department of Public Services.

At 7:00 PM Chairman Crowley called the meeting to order and led the Pledge of Allegiance.

Recognition of Department of Public Services – Winter 2015 Snow Removal Operations:

Mr. Boynton took this opportunity to publicly recognize Department of Public Services staff members for their outstanding efforts during this record breaking winter. Many of these people were present. He complimented office staff, the plow drivers, dispatchers, and others who contributed to keeping the streets passable and buildings open, and later clearing sidewalks. He said it was an honor to recognize the staff for their hard work and work ethic. Among those mentioned were:

Fred Sibley	Judi LaPan	Barry Smith
Jason Beksha	Tony Malmberg	Jim Smith
Daryl Blethen	Bobby McGee	Jack Tucker
Steve Carew	Rick Nickerson	Adrian Zufrategui
Dave D'Amico	John Piccone	John Heinz
Richard Dennis	Jon Power	Nolan Lynch
Tom Holder	Daryl Ribao	Bill Scherer
Jill Karekeian	Jeff Roach	
Rich Kearnan	Ken Semergian	

Board members were equally complimentary, noting that it was an amazing winter that often took staff members away from their families or risking injury climbing of roofs to break ice dams, just to mention a couple of the tasks these folks handled in stride.

Public Comment:

Ms. Tracy Stewart, 21 Lovering Street, reported that her family suffered a house fire the morning after the Super Bowl, and the Department of Public Services was a great help. Ms. Stewart also expressed concern for the use of pesticides on natural turf athletic fields in Medway. She reported the availability of a grant available from the Toxics Use Reduction Institute with a deadline of June 30, 2015. The funds could be used for a systematic approach to use organic materials instead of pesticides. She distributed some information which included a letter from a local organic farmer urging officials to consider organic land care practices. Brief discussion followed.

Chairman Crowley asked that this matter be placed on the Action Item list. The Town Administrator will look into it to learn what is required to apply for the grant. Selectman Trindade suggested he touch base with Fred Sibley who may have already done some research into this subject.

Approval – Water Main Replacement for Highland and Winthrop Streets:

The Board reviewed a contract, which was incorporated into the bid document, and has been signed by Town Counsel and the Town Accountant.

Present: Tom Holder.

Mr. Holder reported that three companies applied, and this company was the low bidder. He added that this company has worked in Medway before with good results. Discussion followed on budget, appropriation and other financial matters. This particular project is fully funded.

Mr. Holder stated that work will begin on Highland Street tomorrow morning, noting that the school bus companies and schools have been notified. Selectman Trindade encouraged him to use all available means of alerting people including the schools. Mr. Holder emphasized that residents should always call the DPS office if there are issues. Mr. Boynton encouraged residents to follow the Town's Facebook page to stay informed. If a problem is after hours, residents were encouraged to call the police department (not via 911) who could then contact DPS staff. Discussion followed.

Regarding the replacement work, Mr. Holder stated the existing pipes are from 1921. They need to be replaced because they are made of cast iron and the natural iron buildup has become a significant problem over the years. The new ones are made of a polymer and more resistant to the natural iron buildup due to a cement lining. This work will facilitate improved flow for residents and fire use. The temporary street repair will remain over the winter with the final binder being put on next year.

Selectman Trindade moved that the Board authorize the Chairman to execute the contract with Gravity Construction in the amount of \$1,510,119.60 for the replacement of water main on Highland and Winthrop Streets; Selectman D'Innocenzo seconded. No discussion. VOTE: 5-0-0.

Discussion/Vote – Millstone Village Request for Affordable Unit Price Amendment:

The Board reviewed a Memorandum, dated May 14, 2015, from J. Douglas Havens, Affordable Housing Trust. It is noted that both the Affordable Housing Trust and the Affordable Housing Committee voted to recommend that the Board of Selectmen decline the request to amend the current agreement.

Present: – Maureen O'Hagan, MCO Housing Services; Steve Vennicasa, Millstone Village LLC; Doug Havens, Affordable Housing Trust.

Ms. O'Hagan briefly explained that the original regulatory agreement has not yet been signed so this request was submitted as an amendment. The request is to increase the maximum sale price of the eight (8) affordable housing units at the housing project known as Millstone Village. She reported that the income levels have gone up so the increase is justified. Responding to a question from the Board, she stated the income figures come from HUD.

Mr. Doug Havens, representing the Affordable Housing Trust, stated that both the Affordable Housing Trust and Affordable Housing Committee request that the Board deny the application for an increase due to the fact that the people buying these homes are age 55+ and they would typically be a household of two people, not three, which is the basis for the referenced income figures. He noted that the original pricing was higher than it should have been. Asset limits have not been increased, and after their home sells, they cannot have more than \$275K. He said the Affordable Housing Trust and

Affordable Housing Committee do not believe the increase is necessary. Selectman Trindade stated he was at the meeting and both groups were unanimous in their decision.

Chairman Crowley stated he has looked at the units and was impressed with what is being done. He noted that the workmanship is good and the landscaping is going well. Mr. Vennicasa reported that the first building foundation will be going in within the month. He added that all that attention to detail comes at a price. He stated the builder is locked into the price and the price should go up now so that some of the costs on the affordable units can be recouped.

Chairman Crowley summarized that the increase is approximately \$37K on a property valued at \$32 million dollars. Both groups recommend denying the application. He noted that Medway is having problems selling affordable units now, and raising the prices makes it even more difficult to sell them. He recommended that the Board follow the recommendation of the housing groups. Ms. O'Hagan pointed out that the units are priced with a 10% window of eligibility. Discussion followed.

Answering a question from the Board, Mr. Vennicasa stated they did not meet with the Affordable Housing Committee as they thought the Board of Selectmen was the governing authority. Mr. Havens stated the next meeting will be held on June 4 at the Medway Senior Center.

Chairman Crowley suggested they should have the opportunity to attend that meeting and make a presentation. The Board agreed to take no action at this time.

Approval – One-Day Liquor License Applications:

The Board reviewed liquor license applications for the Thayer Homestead from the following individuals: Shanna Hoffman (June 5, 2015), Paul Martin (June 6, 2015), Warren Davis (June 20, 2015) and Jaime Hodges (July 12, 2015) as well as Memorandums from Police Chief Tingley on each event.

Selectman Foresto moved that the Board approve one-day liquor licenses for Shanna Hoffman, Paul Martin, Warren Davis, and Jaime Hodges for the dates requested conditioned upon fulfillment of the Police Chief's recommendations for their respective events; Selectman Trindade seconded. No discussion. VOTE: 5-0-0.

Approval – Closure of Portion of Clover Lane – May 30, 2015, 1:00 to 8:00 PM:

The Board reviewed the following information: (1) Request from Gail Kadlik, 2 Clover Lane; and (2) Memo, dated May 11, 2015, from Police Chief Tingley.

Selectman Foresto moved that the Board approve the closure of a portion of Clover Lane between Winthrop Street and Hemlock Drive on May 30, 2015, from 1 to 8PM, conditioned upon the placement of proper temporary road closure barricades to keep the road accessible to emergency vehicles as necessary and signage at each intersection to warn motorists of the closure; Selectman Trindade seconded. No discussion. VOTE: 5-0-0.

Approval of Warrants:

The Board reviewed Warrants 15-47SP and 15-47P.

Selectman D'Innocenzo, Clerk, read aloud Warrants 15-47SP and 15-47P presented for approval:

15-47P	Town Payroll	\$ 324,215.93
--------	--------------	---------------

15-47SP	School Payroll	\$ 781,276.63
TOTAL		\$1,105,492.56

Selectman Trindade moved that the Board approve Warrants 15-47SP and 15-47P, as read; Selectman Foresto seconded. No discussion. VOTE: 5-0-0.

Town Administrator's Report:

Mr. Boynton reported briefly on the following topics:

- Chip Seal Program Update,
- FY16 State Budget Update,
- Paving Agenda discussion for future agenda,
- Update on Funding for Water Projects, and
- Memorial Day – Ceremony & Parade

At this time, Mr. Boynton thanked Chairman Crowley for his time as Chairman this year. The Board typically reorganizes following the Annual Town Election.

Selectmen Reports:

Selectman White reported she had some phone calls from residents on Oakview Circle about people using All Terrain Vehicles on private property behind them, often destroying landscaping and ripping up the area. She spoke with the Police Chief who indicated the Police Department will respond to calls when the activity is happening. Mr. Boynton noted that the both the Environmental Police and the Medway Police Department have ATVs to use in the wooded areas.

Selectman White reminded residents that tomorrow is the Annual Election. Chairman Crowley added that there is competition for seats on the Parks Commission and School Committee. He hoped to get 1,000 voters out to the polls.

Chairman Crowley congratulated the Medway Pride Day committee for an outstanding day.

On another topic, Mr. Crowley wanted to make Mr. Boynton aware of concerns over a proposed 40B project coming into Medway. Mr. Boynton responded that, as yet, the only activity is an ANRAD filing for the delineation of wetlands. However, if the site in question is determined to be suitable for a potential 40B development, a Comprehensive permit application will be filed with the ZBA. He noted that few local guidelines need to be followed for approval of a Comprehensive permit, as such permits adhere to state guidelines. Additionally, any conditions imposed by the ZBA are appealable. Brief discussion followed.

At 7:58 PM Selectman Trindade moved to adjourn; Selectman White seconded. No discussion. VOTE: 5-0-0.

Respectfully submitted,
Jeanette Galliardt
Night Board Secretary

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Board of Selectmen's Meeting
May 4, 2015 – 6:30 PM
Sanford Hall, Town Hall
155 Village Street

Present: Dennis Crowley, Chair; John Foresto, Vice Chair; Richard D'Innocenzo, Clerk; Maryjane White, Member.

Absent: Glenn Trindade, Member.

Others present: Michael Boynton, Town Administrator; Tom Holder, Director, Department of Public Services; Carol Pratt, Town Accountant; Melanie Phillips, Finance Director;

At 6:30 PM Chairman Crowley called the meeting to order and led the Pledge of Allegiance.

At 6:31 PM Selectman Foresto moved that the Board enter executive session under Exemption 3 for the purpose of discussing strategy with respect to collective bargaining or litigations if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares [Patrick Roque]; Selectman White seconded. Chairman Crowley declared that an open meeting of this matter may have a detrimental effect on the bargaining or litigating position of the Town. Chairman Crowley further declared that the Board would return to public session upon the conclusion of executive session. No discussion. Roll Call Vote: 4-0-0 (Crowley, aye; D'Innocenzo, aye; Foresto, aye; White, aye).

At 7:00 PM Chairman Crowley reconvened public session.

Public Comments: Mr. Charles Meyers briefly expressed concerns about the impending Exelon contract. Not necessarily against the power plant, but is concerned about the oil side of the power plant and the associated emissions. It is his understanding that the oil will only be used if the natural gas side malfunctions. The town has not been involved with the power plant for a long time, and I recommend deferring the contract until such time as they can get up to speed or get some assistance from a consultant. Discussion followed on particulate emissions, health risk of emissions, wind flow, pollutants to be monitored, and the like. He suggested that it may be in the Town's best interest to get more information before proceeding with the PILOT.

Mr. Boynton theorized that the Town does need some expertise, but the Board needs to have some authorization to keep moving forward and this authorization is the reason for it being on the Town Meeting Warrant. The actual PILOT agreement would have to come back to Town Meeting.

The PILOT agreement does not permit the project. It merely defines a financial agreement with regard to taxation and valuation.

Chairman Crowley asked Mr. Meyers to prepare a short summary of his concerns.

Authorization of Chairman to Execute Contract with Weston & Sampson for Construction Engineering and Oversight – Water Main Replacement Project, \$165,000:

The Board reviewed the following information: (1) Memorandum, dated April 30, 2015, from Tom Holder, DPS Director; (2) Memorandum, dated April 30, 2015, from Town Counsel approving all documents; and (3) Contract between the Town of Medway and Weston & Sampson.

Present: Tom Holder, Director, Department of Public Services.

Mr. Holder explained that this contract is for the oversight of the water main replacement project. The Town Accountant cannot sign until an account is established for it. Upon favorable vote at the SRF meeting, we will have use of those funds and will be able to get the account established.

Selectman Foresto asked if DPS had used Weston & Sampson before. Mr. Holder responded that the company had worked with the Town last year. The contract amount is approximately 9 % of the construction cost which is \$1.8Million. This will complete this project. At Chairman Crowley's request, Mr. Holder briefly described the project for viewers, which will start at Main Street and working its way to Lovering Street. It will likely take until October to complete.

Selectman Foresto moved that the Board authorize the Chairman to execute the contract with Weston & Sampson for construction engineering and oversight relative to the water main replacement project in the amount of \$165,000, conditioned upon the approval of the Town Accountant; Selectman White seconded. No discussion. VOTE: 4-0-0.

Authorization of Chairman to Execute Contract with Clean Harbors for Household Hazardous Waste Day, \$10,000:

The Board reviewed the following information: (1) Memorandum, dated April 30, 2015, from Tom Holder, DPS Director; and (2) Draft contract between Town of Medway and Clean Harbors.

Mr. Holder explained that this is a draft copy of the contract, noting that the hard copy is on its way. He stated that the collection is scheduled for May 16 in conjunction with Medway Pride Day. It will be held from 9AM-1PM at the Alder Street cul-de-sac in the industrial park. He encouraged residents to check the Town website to see the list of things that will be accepted, and the things that will not.

Selectman Foresto moved that the Board authorize the Chairman to execute the contract with Clean Harbors for Household Hazardous Waste Day services in the amount of \$10,000, conditioned upon the approvals of Town Counsel and Town Accountant and receipt of all final documentation; Selectman White seconded. No discussion. VOTE: 4-0-0.

Authorization of Chairman to Execute Contract with Concrete Modular Systems Inc. for Cassidy Field Restroom, \$55,905.95:

The Board reviewed the following information: (1) Memorandum, dated April 30, 2015, from David D'Amico, Deputy Director, DPS; and (2) Draft contract between the Town of Medway and Concrete Modular Systems, Inc.

Mr. Holder explained that this company will fabricate a bathroom structure for the fields. It will take 8 weeks to construct. Then it will be delivered it on a flat-bed truck and lowered into place with a crane. It is the Town's responsibility to prepare the foundation. It was noted that there is a lack of vendors in Massachusetts for this type of structure.

Mr. Boynton stated that the intention is that the Town will take care of the bathrooms, foundation and footings, install the utilities, etc. There will be an on-site meeting this week. The Little League will be doing some electrical upgrades from the box at the street.

Selectman Foresto moved that the Board authorize the Chairman to execute the contract with Concrete Modular Systems, Inc. for Cassidy Field restrooms in the amount of \$55,905.95, conditioned upon the approval of Town Accountant and receipt of all final documentation; Selectmen White seconded. No discussion. VOTE: 4-0-0.

Authorization of Chairman to Execute Contract Change Order from Guidry & Platt Real Estate Analysts for Re-Appraisal of Route 109 Corridor, \$47,348:

The Board reviewed a Contract Change Order, dated April 21, 2015, between the Town of Medway and Guidry & Platt Real Estate Analysts.

Present: Tom Holder.

Mr. Boynton stated the appraisal number has to later be reviewed to ascertain that the appraisal is valid.

Selectman Foresto moved that the Board authorize the Chairman to execute the contract change order from Guidry & Platt Real Estate Analysts for the re-appraisal of the Route 109 Corridor in the amount of \$47,348, as presented; Selectman White seconded. No discussion. VOTE: 4-0-0.

Authorization of Chairman to Execute Contract with Howard S. Dono & Associates for Review Appraisal of Route 109 Corridor, \$23,625:

The Board reviewed the following information: (1) Memorandum, dated April 30, 2015, from David D'Amico, Deputy Director, DPS; (2) Memorandum, dated April 30, 2015, from Town Counsel approving as to form; and (3) Contract between the Town of Medway and Howard S. Dono & Associates.

Selectman Foresto moved that the Board authorize the Chairman to execute the contract with Howard S. Dono & Associates for review appraisal of the Route 109 Corridor in the amount of \$23,625, conditioned upon the approval of the Town Accountant; Selectman White seconded. No discussion. VOTE: 4-0-0.

Brief discussion followed on scheduled roadway paving. Mr. Holder distributed a handout featuring the cheap sealing process. Mr. Boynton stated that this process can actually extend the life of the roadway. Mr. Holder explained that this process will be used in part of the Claybrook II development. A hot surface is down first and then a layer of stone is pressed into the hot surface with a steel drum roller. Selectman Foresto stated that Ocean Circle was done this way. Funds will come out of the monies bonded for the roadway project. Discussion followed and plans were developed to hold an informational meeting for the residents of the roads to be done, perhaps in June. Informational materials will be available on the Town's website for those who cannot attend the meeting.

Authorization of Chairman to Execute Contract Amendment for Revised Contract End Date for Shared Energy Manager – August 24, 2015:

The Board reviewed the following information: (1) Memorandum, dated April 27, 2015, from Stephanie Mercandetti, Community Development Specialist; and (2) Contract Amendment between Town of Medway and Commonwealth of Massachusetts for DOER Energy Manager Grant end date revision.

Mr. Boynton explained that this amendment will identify the full year of employment for the Shared Energy Manager. The funds from the grant will renew after August 24.

1 Selectman Foresto moved that the Board authorize the Chairman to execute the amendment to the
2 Commonwealth of Massachusetts Standard Contract Form for the DOER Energy Manager Grant
3 which provides for a revised contract end date of August 24, 2015; Selectman White seconded. No
4 discussion. VOTE: 4-0-0.

5
6 **Authorization of Chairman to Execute Contract with Attorney Peter J. Epstein for Renegotiation
7 of Cable Contract:**

8 *The Board reviewed the following information: (1) Client Fee Agreement between Town of Medway and*
9 *Peter J. Epstein; and (2) Draft contract between Town of Medway and Peter J. Epstein.*

10
11 Mr. Boynton clarified that both the Verizon and Comcast contracts are in the contract renewal period. He
12 added that Town Counsel has reviewed and approved the contract.

13
14 **Selectman Foresto moved that the Board authorize the Chairman to execute the contract with Peter J.**
15 **Epstein for renegotiation of cable contract, conditioned upon the approvals of Town Counsel and**
16 **Town Accountant and receipt of all final documentation; Selectman White seconded. No discussion.**
17 **VOTE: 4-0-0.**

18
19 **Approval – One-Day Liquor License Applications:**

20 *The Board reviewed an application and recommendation from the Medway Police Department for the*
21 *following applicants and events at the Thayer Homestead: (a) Barbara & Michael Faron - June 7, 2015;*
22 *(b) Jennifer Gallagher –May 23, 2015; (c) Susan Lynch –May 31, 2015; (d) Donald Ralph/Staples –May*
23 *19, 2015 (rescheduled from 1/28/15); and (e) Kathleen & Michael Russo – May 17, 2015*

24
25 **Selectman Foresto moved that the Board approve one-day wine and malt licenses for Barbara and**
26 **Michael Faron, Susan Lynch, Donald Ralph/Staples, and Kathleen and Michael Russo as well as a**
27 **one-day all-alcohol license for Jennifer Gallagher for events at the Thayer Homestead on June 7,**
28 **2015; May 31, 2015; May 19, 2015; May 17, 2015; and May 23, 2015, respectively, with the proviso**
29 **that all conditions set forth in Police Chief Tingley's approval letters are met; Selectman White**
30 **seconded. No discussion. VOTE: 4-0-0.**

31
32 **Action Items from Previous Meeting:**

33 *The Board reviewed the Action Items List.*

34
35 Brief discussion followed on the Choate Park project, and the ALS programs for Emergency
36 Management.

37
38 **Approval of Warrants:**

39 *The Board reviewed Warrants 15-45P and 15-45SP.*

40
41 Selectman D'Innocenzo, Clerk, read aloud Warrants 15-45P and 15-45SP, presented for approval:

42
43 15-45P \$ 278,186.79
44 15-45SP \$ 751,327.85
45 TOTAL \$1,029,514.64

46
47 **Selectman D'Innocenzo moved that the Board approve the Warrants as read; Selectman White**
48 **seconded. No discussion. VOTE: 4-0-0.**

49
50 **Approval of Minutes:**

51 *The Board reviewed draft minutes from public sessions held on March 9, 2015; March 24, 2015;*

1 April 14, 2015; and April 29, 2015.

2
3 **Selectman Foresto moved that the Board approve the public session minutes from March 9, 2015,**
4 **as presented; Selectman White seconded. No discussion. VOTE: 3-0-1. Crowley abstained as he**
5 **was absent from the meeting.**

6
7 **Selectman Foresto moved that the Board approve the public session minutes from March 24, 2015,**
8 **as presented; Selectman White seconded. No discussion. VOTE: 2-0-2. Crowley and**
9 **D’Innocenzo abstained as they were not at the meeting.**

10
11 **Selectman Foresto moved that the Board approve the public session minutes from April 14, 2015, as**
12 **presented; Selectman White seconded. No discussion. VOTE: 2-0-2. Crowley and D’Innocenzo**
13 **abstained as they were absent from the meeting.**

14
15 **Selectman Foresto moved that the Board approve the public session minutes from April 29, 2015, as**
16 **presented; Selectman White seconded. No discussion. VOTE: 2-0-2. Crowley and D’Innocenzo**
17 **abstained as they were absent from the meeting.**

18
19 **Town Administrator’s Report:**

20 Mr. Boynton reported briefly on the following:

- 21 ➤ Chip Seal Program Update – Wildbrooke Road, First Colony Drive and Summit Road
- 22 ➤ Labor Counsel – The Town will be using the firm of Feeley & Brown
- 23 ➤ Update – Village Street Project
- 24 ➤ Update – Highland Street Water Line Project
- 25 ➤ Budget Updates – Fire Department and Veterans Services Needs
- 26 ➤ Open Space Bond Bill for Choate Park
- 27 ➤ Capital Project List Submitted
- 28 ➤ Senate Program Requests Submitted
- 29 ➤ House Budget Amendment -- \$60,000 for School Zone Signs

30
31 **Selectmen’s Reports:**

32 Selectman D’Innocenzo reminded residents of the upcoming Annual Town Meeting. He added that the
33 athletic fields are being used a lot.

34
35 There was brief discussion on placing a banner publicizing Annual Town Meeting across Route 109,
36 which would be followed by a banner for the Annual Town Election.

37
38 Selectman Foresto announced that the Medway Cable Board authorized replacement of cameras and other
39 equipment in Sanford Hall so that meeting broadcasts can be in High Definition.

40
41 Chairman Crowley reported that Ms. Stephanie Mercandetti is presently meeting with Zoning Recodification
42 and Design Review to discuss various issues.

43
44
45 **At 8:33 PM Selectman White moved to adjourn; Selectman Foresto seconded. No discussion.**
46 **VOTE: 4-0-0.**

47
48
49 Respectfully submitted,
50 Jeanette Galliardt
51 Night Board Secretary

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**Board of Selectmen's Meeting
June 1, 2015 -- 7:00 PM
Sanford Hall, Town Hall
155 Village Street**

Present: Dennis Crowley, Chair; John Foresto, Vice-Chair; Richard D'Innocenzo, Clerk (7:03 PM); Glenn Trindade and Maryjane White.

Staff Present: Michael Boynton, Town Administrator; Allison Potter, Assistant to the Town Administrator; Stephanie Mercandetti, Director, Community and Economic Development; David D'Amico, Deputy Director, Department of Public Services.

Others Present: Doug Havens, Affordable Housing Trust.

At 7:00 PM Chairman Crowley called the meeting to order and led the Pledge of Allegiance.

Public Comments: None.

Reorganization of the Board – Chair, Vice Chair, Clerk:

There were no background materials.

Chairman Crowley took this opportunity to thank the current Board members, noting that most people have little idea how much time it involves to be on the Board, usually meetings on two or three nights each week. "Maryjane is a source of information that reflects what the public shares with her in the Town Clerk's office. Glenn and John, you are out every night with me, and I greatly appreciate your efforts."

Addressing his last comment to Mr. Boynton, Chairman Crowley stated that he "wanted to make sure that the transition between Town Administrators would go well, and it did. To date, you have been an outstanding Town Administrator. You have done an excellent job, and the more open Town Administrator Office gives residents a chance to come in and talk with you."

At this time, Selectman Trindade nominated Selectman Foresto as Chair; Selectman White seconded. There were no further nominations. Selectman Foresto agreed to serve. VOTE: 4-0-1 – Selectman Foresto abstained from the vote.

Selectman Trindade nominated Selectman White as Vice-Chair; Selectman D'Innocenzo seconded. There were no further nominations. Selectman White agreed to serve. VOTE: 5-0-0.

Selectman White nominated Selectman D'Innocenzo as Clerk; Selectman Trindade seconded. There were no further nominations. Selectman D'Innocenzo agreed to serve. VOTE: 4-0-1 – Selectman D'Innocenzo abstained from the vote.

At this time, Selectman Crowley turned the gavel over to Chairman Foresto.

Chairman Foresto stated that he did not think anyone can appreciate the amount of time Selectman Crowley puts in, both locally and at the state level. Brief discussion followed.

Appointment – Eric Arbeene – Zoning Board of Appeals:

The Board reviewed the following information: (1) Letter of interest, dated May 17, 2015; and (2) Resume from Eric Arbeene.

Present: Eric Arbeene.

Mr. Arbeene stated that he approached Ms. Mercandetti about an opening on the Economic Development Committee, and she informed him of the opening on the Zoning Board of Appeals. He noted that he is currently working as a community planner and has a lot of experience working with municipal government including time on the Medway Finance Committee.

Selectman Trindade stated he was glad to see Mr. Arbeene interested in serving the Town again, noting that he has terrific experience as well as knowledge of the Town.

Selectman Trindade moved that the Board appoint Eric Arbeene to the Zoning Board of Appeals for a three-year term to expire on June 30, 2018; Selectman White seconded. No discussion.

VOTE: 5-0-0.

Annual Committee Appointments: List Follows Agenda:

The Board reviewed the following information: (1) List of FY16 openings; and (2) Letters of interest in reappointment. It is noted that, if there is not a letter of interest in reappointment, the intent was stated verbally.

Brief discussion followed on varying term lengths, during which it was noted that sometimes the term is defined by statute and other times it is desired that a couple of members rotate off each year instead of all members. For this reason, when a new committee is formed, the initial terms may be of varying lengths.

Selectman Trindade moved that the Board reappoint the incumbent board and committee members as listed on the summary sheet for the customary terms associated with their respective boards and committees and that Ms. Mercandetti be appointed as the Town's representative to the MAPC; Selectman White seconded. No discussion. VOTE: 5-0-0.

Update – Paving Schedule:

The Board reviewed an updated schedule of paving projects.

Present: David D'Amico, Deputy Director, Department of Public Services.

Mr. Boynton reported that state funds have brought \$600,000 to the Town, though \$200,000 is not available immediately. Brief discussion followed.

Selectman Crowley informed residents that the Board is aware that there are streets and sidewalks that need to be done, but that funding is simply not available. The Board hopes to have funding available within six months or a year, and asked that residents continue to be patient.

Selectman Trindade asked Mr. D'Amico if there was some kind of guideline on what it costs to replace a sidewalk, i.e., dollars per foot. Mr. D'Amico responded that the type of construction (curbing) can vary which changes the costs, drainage, ponding vs. puddling, etc. It is often a case-by-case assessment. Chairman Foresto added that handicapped accessibility is also a consideration. Selectmen Crowley stated that \$10 million would handle most, but not all, sidewalks that need to be repaired or replaced. Mr. Boynton stressed the importance of connecting this kind of work to a larger project. For the benefit of viewers, Selectman Crowley emphasized that any proposed funding solutions would NOT include debt

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exclusions or budget overrides. Discussion followed on varying kinds of construction and curbing, estimates, limited resources, Village Street and the Route 109, and subdivision roads that will need routine maintenance as they reach 30 years of age.

Approval –Amendment #1 to Paving Contract – Lorusso Corp.:

The Board reviewed the following information: (1) Amendment #1; and (2) Original contract. It is noted that this amendment changes the contract language to accurately reflect unit pricing, as bid, rather than a total sum.

Mr. Boynton explained that, in review of the invoices, it was discovered that the contract language did not correlate with the invoices, i.e., ceiling amount vs. unit pricing. He noted that the proposed language came from Town Counsel. Brief discussion followed.

Selectman Trindade moved that the Board authorize the Chairman to execute Amendment #1 to the Town's paving contract with Lorusso Corporation, as presented; Selectman White seconded. No discussion. VOTE: 5-0-0.

Change Order – Gravity Construction Contract for Village and Adams Streets Water Main Replacement - \$11,610.52:

The Board reviewed a Change Order, dated 3-29-15. It is noted that the change order will be signed by the Town Accountant prior to the Selectmen's meeting.

Mr. D'Amico explained that some items have come up that were not included in the contract and need to be done. He added that other items need to be removed, resulting in the finished price being lower than the original contracted price.

Selectman Trindade moved that the Board approve the change order for Gravity Construction in the amount of \$11,610.52, as presented; Selectman White seconded. No discussion. VOTE: 4-1-0 – Selectman Crowley opposed, citing the lack of a recap sheet on this contract. Selectman Crowley reminded the Board he had asked for budget/contract information whenever a change order is presented.

Review Municipal Comment Letter to MassHousing – Proposed Timber Crest LLC Affordable Housing Development:

The Board reviewed a Draft comment letter, last revised 6-1-15.

Present: Stephanie Mercandetti, Director, Community and Economic Development; Paul Cusson, Delphic Associates; Mounir Tayara, Timber Crest, LLC; Paul DeSimone, Colonial Engineering; Jim Pavlik, Outback Engineering.

Mr. Boynton stated Ms. Mercandetti has been working hard on this, collecting comments from Town officials and integrating those comments as necessary. He briefly explained the process of the comment period as well as the Town submitting comments relative to the suitability of the site and related matters. Among issues not included are community impact, school impact, and other things.

Ms. Mercandetti briefly reviewed the timeline beginning with the receipt of the ANRAD (Abbreviated Notice Request for Area Delineation) of the proposed site. She emphasized that there is no formal application for the project at this time. She stated she reached out to Town Departments and relevant boards and committees for their comments thus far. MassHousing will contact the Town if it requires further information on any items. The Conservation Commission has not completed its process yet.

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Ms. Mercandetti informed the Board that documents are posted online so that residents can stay informed of the progress.

For the benefit of viewers, Ms. Mercandetti listed some of the general topic areas that were considered, Residents have the ability to write to MassHousing to voice their concerns and opinions relative to the site suitability and the application. Residents may contact Ms. Mercandetti for more information.

Selectman Crowley expressed concern that the Town does not have a complete set of drawings, and without that, the Town does not have the ability to completely evaluate the proposal. Ms. Mercandetti responded that the Town has included a comment which indicated that project information is “sorely lacking”. Mr. Crowley asked to add to the letter that the Town reserves its rights to provide additional comments to MassHousing as more complete plans are received by the agency. Brief discussion followed. Ms. Mercandetti noted that this comment submission is the first step, which, if approved by MassHousing, would be followed by the Comprehensive Permit application. The Comprehensive Permit application would need to include complete plans. MassHousing has to approve the plan if, and when, the Comprehensive Permit is granted.

Selectman Crowley mentioned there is a bylaw that prohibits pumping stations and expressed a concern that the force main presented in the plan might not be approved by the Water and Sewer Commission. Ms. Mercandetti responded she will look into it.

Brief discussion followed on the Comprehensive Permit process, appeals to Housing Appeals Court if the permit is denied, and other matters. Mr. Boynton stated that a meeting with Town Departments would have been advantageous prior to the receipt of the ANRAD application, action that begins a tight timeline that does not allow that kind of cohesive meeting.

Responding to a question from Selectman Trindade, Ms. Mercandetti stated a purchase and sale agreement is included as part of the application.

At this time, Chairman Foresto asked if there was public comment.

A Fairway Lane resident thanked Ms. Mercandetti for her work on this project. He wanted to know if there is any history on this developer such as what type of work he has done, his track record, etc. Ms. Mercandetti this project involves Delphi Associates along with their partner, Stonebridge Homes. The most recent project is in Bellingham. She noted that there are several projects in various stages of construction or in the permitting process. Brief discussion followed on the sale of affordable units, stormwater runoff, and concerns about the surveyor associated with this project. It has been alleged that the man that did the surveying may not be a licensed surveyor and presenting plans stamped by another individual. Selectman Crowley responded that it was discussed with Town Counsel and suggested the residents write something themselves. It was asked if a single petition with many signatures would be better than individual letters from a dozen residents.

Mr. Kurt Schaefer, Fairway Lane, noted that the developer had to pay for drainage issues that arose back in the 1990s. He expressed concern for wetland areas and that stormwater runoff will come down toward Fairway Lane. Ms. Mercandetti responded that the Conservation Commission will review wetlands issues, and the Zoning Board of Appeals will retain control of the stormwater issues. The Board asked to have further language added to the letter regarding drainage, noting that Fairway Ln residents had to take measures to alleviate prior, post development runoff issues.

Another Fairway Lane resident also expressed concern about the developer and reclaimed wetlands, as well as concern for the number of entities listed in the application. She indicated it is hard to find a track

record, or how previous units are selling. Can these concerns be addressed in queries to MassHousing? She feels that this applicant approached the project in a somewhat disingenuous manner and she does not trust them. Brief discussion followed. Lastly, she asked about the existing dwelling that may be considered historical and therefore needs protection.

Selectman Crowley emphasized that the Board is not against 40B projects, but agrees that 192 units on this property is too many.

Mr. Boynton asked if the Board would entertain a motion to approve the letter with the two proposed changes (Town reserves right to further comment as updated plans are submitted to MassHousing and noting Fairway Ln susceptibility to drainage issues) and authorize the letter, as amended, to put forward to the Board for signature. Selectman Trindade offered that motion; Selectman Crowley seconded. No further discussion. VOTE: 5-0-0.

Approval – One-Day Liquor License Applications:

The Board reviewed applications and recommendations from the Police Chief for the following events:

- a. Lisa Johnson – Thayer Homestead – June 14, 2015*
- b. Nancy Sheppard – Thayer Homestead – June 28, 2015*
- c. Jenny Kangis – Thayer Homestead – August 2, 2015*
- d. Jacqui Olsen – Thayer Homestead – August 8, 2015*
- e. Phyllis Dunn – Thayer Homestead – August 9, 2015*

Selectman Trindade moved that the Board approve one-day liquor licenses for Lisa Johnson, Nancy Sheppard, Jenny Kangis, Jaqueline Olsen and Phyllis Dunn for the dates requested conditioned upon fulfillment of the Police Chief's recommendations for each respective event; Selectman White seconded. It was recommended that large events have police details to monitor parking. VOTE: 5-0-0.

Approval –Cystic Fibrosis Foundation Cycle for Life Bicycle Tour – Oct. 3, 2015:

The Board reviewed the following information: (1) Request, dated May 11, 2015, from the Cystic Fibrosis Foundation; and (2) Memorandum, dated May 18, 2015, from the Police Chief.

Selectman Trindade moved that the Board approve the Cystic Fibrosis Foundation's Cycle for Life Bicycle Tour on October 3, 2015 conditioned upon the organization's hiring of two detail officers to assure the safety of the riders and the movement of traffic during the event; Selectman White seconded. No discussion. VOTE: 5-0-0.

Action Items from Previous Meeting:

The Board reviewed the Action Items List.

- #5 – Net Metering: Mr. Boynton provided a brief report.
- #6 – School constructions project: Mr. Boynton stated there is a good working relationship between Town and schools. Mr. Holder and Mr. D'Amico are working closely with school staff on renovations.
- #7—Zoning Bylaw Recodification: This was accomplished at Annual Town Meeting and can come off.
- #8 – DPS Facility study: This should be relabeled as DPS Building Project.
- #9 – Playground Concepts – Selectman Trindade anticipates having an article for Fall Town Meeting.
- #11 – Searchable minutes: It was noted that this may require an overhaul of the Town's website.
- #12 – Police access to school surveillance: Mr. Boynton reported this will happen in the near future.
- #13 – ALS Program: This training is still on target for a September report.
- #15 – Toxic Use Reduction Institute grant application: There is discussion of a possible pilot program for a small section of athletic field to help train staff on these techniques.

Approval of Warrants:

The Warrant was not available for review.

Town Administrator's Report:

Mr. Boynton reported that he is monitoring developments with Eversource (NStar); their union workers will go on strike at midnight.

Mr. Boynton congratulated Fire Chief Lynch for a significant reimbursement for ambulance recertification services. He noted these funds will be deposited into the Ambulance Enterprise Account.

At this time, Mr. Boynton presented the rest of his report.

Selectmen's Reports:

Selectman Crowley congratulated Colonel Matondi and the Memorial Day Committee for an outstanding Memorial Day program.

Selectman Crowley asked for a quick update on the Route 109 project. It was noted that letters will be going out to businesses soon.

Selectman White reported that 777 voters participated in recent election, noting that there are over 8,000 registered voters in Medway. There were two important races (School Committee and Parks Commission) so the low voter turnout was a little disappointing.

Chairman Foresto thanked Selectman Crowley for his efforts as Chairman and his very moving speech on Memorial Day.

**At 9:05 PM Selectman D'Innocenzo moved to adjourn; Selectman White seconded. No discussion.
VOTE: 5-0-0.**

Respectfully submitted,
Jeanette Galliardt
Night Board Secretary

**Board of Selectmen
June 15, 2015 – 7:00 PM
Sanford Hall, Town Hall
155 Village Street**

Present: John Foresto, Chair; Maryjane White, Vice Chair; Richard D’Innocenzo, Clerk (7:53 PM); Dennis Crowley, Member; Glenn Trindade, Member.

Staff Present: Michael Boynton, Town Administrator; Melanie Phillips, Finance Director; Tom Holder, Director, Department of Public Services; David D’Amico, Deputy Director, Department of Public Services; Stephanie Mercandetti, Director, Community Development.

Others Present: Barbara Saint André, Town Counsel.

At 7:00 PM Chairman Foresto called the meeting to order and led the Pledge of Allegiance.

Public Comments:

Charlie Myers, Curtis Lane, expressed concern about the proposed Exelon expansion. He stated that he has reviewed all sections of the application and has presented a summary of those sections. He said the Town should restrict the operation of the oil side based on the risks. Everything in this summary came out of the application. The emissions from the operation are higher than the actual item. He recommended that the hours of operation in the high-risk area be limited.

Approval – Interfund Borrowings:

The Board reviewed the following information: Massachusetts Department of Revenue/Division of Local Services document “Advance of Funds in Lieu of Borrowing” Report for each of the following: (a) McGovern School Window Replacement Project, \$978,809; (b) Water Mains Project, \$264,898; (c) Police Cruiser Computer Replacement, \$55,000; (d) Sidewalk Tractor Purchase, \$157,000; (e) Renovation Middle School Space for DPS, \$150,000; and (f) Design/Project Management for new DPS Facility, \$300,000.

Present: Melanie Phillips, Finance Director.

Mr. Boynton noted that this is simply a process of transferring money from one spot to another. Every transfer was voted at Town Meeting and has to be in place for the new fiscal year, which begins on July 1.

Selectman Trindade moved that the Board of Selectmen authorize the Treasurer to advance funds in lieu of borrowing as follows:

- 1. \$978,809 for funding the McGovern School Window Replacement project authorized by Town Meeting as Article 1 at the Special Town Meeting held on March 9, 2015;**
- 2. \$264,898 for Water Mains project authorized by Town meeting as Article 11 of the Annual Town Meeting held on May 13, 2013;**
- 3. \$55,000 for funding the replacement of Police Cruiser computers authorized by Town Meeting as Article 9 at the Annual Town Meeting held May 11, 2015;**
- 4. \$157,000 for funding the purchase of a Sidewalk tractor authorized by Town Meeting as Article at the Annual Town Meeting held May 11, 2015;**
- 5. \$150,000 for funding the renovation of Middle School space for DPS authorized by Town Meeting as Article 9 at the Annual Town Meeting held May 11, 2015; and**

- 6. \$300,000 for funding Design and Project Management for the new DPS Facility authorized by Town Meeting as Article 16 at the Annual Town Meeting held May 11, 2015.**

Selectman White seconded the motion. No discussion. It was clarified that, when the actual bid goes out, it will be for only the Town's portion, not the full amount on #1. VOTE: 4-0-0.

Appointments -- Richard DiIulio, Planning & Economic Development Board, Associate Member; and Stephanie Mercandetti, SouthWest Area Planning Committee:

The Board reviewed a Memorandum, dated June 10, 2015, from Susy Affleck-Childs, Planning & Economic Development Board Coordinator.

Selectman Trindade moved that the Board appoint Richard DiIulio as an Associate Member of the Planning & Economic Development Board for a term of two years to expire on June 30, 2017; Selectman White seconded. No discussion. VOTE: 4-0-0.

Discussion/Vote – Conservation Agent Hours:

The Board reviewed a Memorandum, dated June 11, 2015, from the Conservation Commission.

Present: David Travalini, Chair, Conservation Commission.

Mr. Boynton described the Conservation Agent's duties are continual review of open files, reviewing applications, enforcement, grant applications, etc. In order to effectively manage the workload, the agent needs to additional hours. The Commission has a large caseload and it will only get larger.

Mr. Travalini reminded the Board that the Wetlands Protection Fund can only be used for specific things, and salary happens to be one of them. Selectman Trindade suggested bringing her hours up to 40 per week. Mr. Travalini responded that Ms. Graziano has a commitment to the Town of Sherborn for 10 hours per week. Mr. Boynton pointed out that this is a temporary source of funding. If we want to increase it, we would have to find a way to budget it in the annual budget. Selectman Crowley suggested that the Board put a cap at \$23,000.

Selectman Trindade moved that the Board approve the Conservation Commission's request for an increase in funding for the position of Conservation Agent with the understanding that the additional cost will be covered by the Wetlands Protection Fund up to \$23,000.00, as approved by the Conservation Commission; Selectman White seconded. No discussion. VOTE: 4-0-0.

Discussion – Timber Crest Estates Development Team:

There were no background materials. It was noted, however, that the MassHousing Site Eligibility Application materials for Timber Crest Estates are available at the following website:

http://www.townofmedway.org/Pages/MedwayMA_CommEconDev/index

Present: Paul Cusson, 651 Orchard Street, New Bedford, the developer and manager of Timber Crest LLC; Jim Pavlick of Outback Engineering; Paul DeSimone, performing the survey work associated with the wetlands.

Mr. Boynton briefly summarized events thus far. Mr. Cusson stated that some people are confused as to why they have not come before the Board before now. He explained that there are processes that have to happen first. In this case, they opted to go through MassHousing and the New England Fund. In doing so, Timber Crest was required to submit a copy of the application to the BOS for its comments. He said they are not avoiding the Board.

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Timber Crest is proposing a number of units under MGL 40B process, where the ZBA issues a decision on the application. There is third-party review. It is not a low-income housing project nor is it Section 8. An income of \$62,800 for a family of three is eligible for this development. A family of four would have an income limit of \$79,000. The affordable houses would be selling at \$200,000 with a cap on income of \$69,700. All the rules and guidelines are very clear. Plans that are submitted are preliminary plans and, after a decision is made, the plans are updated. Then the plans are reviewed by a consultant as peer review.

Continuing, Mr. Cusson reported that a wetland delineation has been submitted to the Conservation Commission. A total of 192 units (combination of single-family dwellings and condominiums) are being proposed. There are 1,600 wetlands flags on the site, and perhaps 50 were moved due to various processes. They will be returned to their original locations. Of the 163 acres, 92 are wetland and 71 are upland. A lot of concerns expressed in the Board's letter will be answered as the process continues, as the plans are preliminary. Mr. Cusson added that he has experience with these types of projects in Medway, is familiar with the community and the current development climate.

Mr. Boynton confirmed that the process utilized is permitted by law but had some questions. What might the Fire Chief think about the project before the plans go too far? How about the Department of Public Services? What is the infrastructure plan, and where will the utilities go? He expressed concern that the Town has not had the opportunity for a dialogue. People are concerned that this project can be pushed through without sufficient input. Density is a major source of concern. Is it appropriate for the neighborhood? There is an entire room of people who are concerned about this project going into their neighborhood. He said the Town must be vigilant on behalf of the future residents of this development. The Town should not have to beg or request for time or opportunity to comment.

Mr. Cusson responded that all departments and officials will have an opportunity to participate during the ZBA permitting process. The regulations require that 20 copies of the plans and application are distributed to officials, along with a timeline of when comments are due to the ZBA. It is not a local initiative process. Their goal is to maintain a good relationship with the Town and the residents to hear constructive criticism and concerns so that they can address them.

Chairman Foresto stated that the Board and all these people [gesturing to the audience] live here and are concerned about the impact on services, schools, infrastructure, and things they have been trying to fix the last ten years. Selectman White added that a major concern is the scope of the project, as well as the affordability.

Mr. Cusson assured everyone that 192 units cannot be built overnight, and the project will be built in phases. He offered to take Board members, the ZBA or residents to tour some of their other developments.

Selectman Crowley stated that he has been on the Board for ten years and this is the first time a developer did not make the effort to meet with the Board first. He asked that they please respect the Town's right to work with Timber Crest as the property is developed, something that is good for the community as well as the future residents of those homes. Mr. Cusson responded that they have no problem meeting with people to address concerns. He knows it will be a long process.

Ms. Ellen Schaefer, 13 Fairway Lane, expressed concern over past property surveys, noting that she and her husband had to put in a drain from their property into the street at their expense because it was becoming so wet. There are also septic systems close to where this is going to be. She reported she spoke with the EPA who indicated that it is a legitimate concern. Lastly, she asked about the boundaries, noting that area residents lost their homes due to boundary issues.

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Mr. Cusson responded that was a title issue, adding that the engineer for that project is not part of their team. The property has been surveyed by a professional surveyor, Schofield Brothers, who is licensed in Massachusetts. He said they would not go on private property to survey their property. Boundary markers will be placed on the rear of the property.

Regarding wetlands issues, Mr. Cusson stated that their stormwater management practice is the industry standard and has been designed so that there is no impact on the neighbors. This plan will also be reviewed by an independent engineer to make sure that the plans meet or exceed DEP stormwater management practices. A septic system has to be retained on the property it services.

Discussion followed on stormwater management practices and Army Corp of Engineers. Selectman Trindade asked if they would consider stormwater management fees as part of the condo fees, especially several years out when those pieces of equipment will need maintenance. Mr. Cusson responded that they will prepare an initial annual budget that has a beneficial interest schedule, and this budget would be reviewed by Town Counsel. For the condos, that would be privately maintained as part of their homeowners' association agreement.

Mr. Charlie Meyers, a Curtis Lane resident, expressed concern about density of the condos, and there is no plan for playgrounds or open space. He spent twelve years on the School Committee and knows there is only one entrance and exit on the single-family home side of the project. He asked how the school buses will make the turns and turn around in cul-de-sacs in order to pick up all the children. How will they handle snow removal? What about traffic coming out of the condo side? Mr. Cusson responded that they are willing to discuss all school busing issues, noting that every community has a different preference. The traffic study is being done right now.

Responding to a question from a resident, Mr. Cusson reiterated that this is his third development in Medway, and he sees this as an opportunity to provide needed affordable housing. Medway is not uniquely different from other communities. They have been to Medway many times, and are interested in its concerns so that they can address them. The resident suggested that the more that goes into the development, more is taken away from the surrounding residences and properties. An issue with the application is the inaccuracies. The resident asked who is building these homes. The applicant is Timber Crest, LLC. When asked about Novus LLC, Mr. Cusson explained that every 40B development has to have its own set of books and records, with a monitoring agent. Lastly, the resident expressed concern that putting in foundations for these dwellings will make the wetness in existing basements worse, alleging further that there is no way to direct the water so that there is no impact. The major concern is that the developer is not concerned.

Selectman Crowley stated that 95 acres were offered to the Town at one time. That did not represent the entire 40B parcel, and the majority of it was in the white area in the center of this development. Mr. Cusson stated that Selectman Crowley was correct. This property represents the Wickett parcel plus other properties that have been added to it.

Mr. Boynton stressed the importance of working together to develop a good project with consideration for both current residents and the future residents of these properties. Mr. Cusson responded that they are willing to meet with the Town and perhaps create a team of officials in a workshop atmosphere. Responding to a question from Selectman Trindade, Mr. Cusson stated that they have worked with representative groups in Westford and Easton as well as others.

Approval of Technical Assistance Grant Application for Comprehensive Permit Review of 40B Projects:

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The Board reviewed the following information: (1) Memorandum, dated June 10, 2015, from Stephanie Mercandetti, Director of Community & Economic Development; and (2) Document entitled "Chapter 40B Technical Review Assistance Application".

Present: Stephanie Mercandetti, Community Development Coordinator.

Ms. Mercandetti pointed out that no one should review a 40B application until the Comprehensive Permit Application is formally filed. She noted there is a very tight window in which to secure a third party consultant. Brief discussion followed.

Selectmen Trindade moved that the Board authorize the Chair to execute the Technical Assistance Grant Application for Comprehensive Permit Review of 40B Projects as presented; Selectman White seconded. No discussion. VOTE: 5-0-0.

Approval – Amendment #1 to Agreement for Shared Energy Manager, Extending Term of Contract Through August 24, 2015:

The Board reviewed draft correspondence to Christopher J. Smith, Chair, Board of Selectmen, Millis, MA.

Mr. Boynton stated that this amendment ties the second year of the agreement to the anniversary date for the Energy Manager.

Selectman Trindade moved that the Board authorize the Chair to execute the draft correspondence outlining Amendment #1 to the Agreement for the Shared Energy Manager which would extend the term for said agreement through August 24, 2015; Selectman White seconded. No discussion. VOTE: 5-0-0.

Presentation – Consulting Services for Town Communications Plan, Julie Dennehy:

The Board reviewed a Proposal for Marketing/Communications consulting serviced by DPR (Dennehy Public Relations) dated May 15, 2015.

Present: Julie Dennehy.

Mr. Boynton stated the matter of improvement of Town communication has been on the Board's "watch list" for a while, most notably "How do we get messages out more effectively and frequently?" Right now, they do their best to utilize social media, but there needs to be a more concerted effort to do so. Having centralized communications is essential. Newspapers have a smaller print space than they used to have, and the message is often truncated by someone who is unfamiliar with the topic.

At this time, Mr. Boynton reported that Selectman Trindade introduced him to Ms. Dennehy, and Selectman Crowley met with the two of them recently. Selectman Crowley wanted to know how the Town can correct misinformation. Mr. Boynton pointed out that people want real time information, and the Town cannot afford to have department managers stop their regular work to keep up with this.

Ms. Dennehy stated she grew up in Framingham, moved to Medway in 1995, commuted to Boston for years and now works out of the house. She noted that there are all kinds of things going on, both locally and globally. She specializes in communications to consumers via social media plus traditional media. For Medway, she would start to develop a creative strategic plan using best practices as Phase 1, and Phase 2 would be to execute that plan which would feature traditional media relations as well as social media training so that everyone feels comfortable with the transition to online. Depending on how research turns out, there would be links inside a blog to the website.

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Chairman Foresto reassured residents that this is not a comment that there is a problem with the Town's Information Technology department. Discussion followed.

Selectman Trindade moved that the Board accept the proposal by Julie Denney, to authorize the Chairman to sign the agreement on behalf of the Town, and to request a partnership with Medway Cable for funding; Selectman White seconded. No discussion. VOTE: 5-0-0.

Approval – One-Day Liquor License Applications:

The Board reviewed Liquor License Applications from applicants Marybeth Chaffee and Jaia Fraga, as well as and the Police Chief's recommendations for each event.

Selectman Trindade moved that the Board approve one-day All Alcohol Liquor Licenses for Jaia Fraga (St. Joseph's Parish Center on June 27, 2015) and Marybeth Chaffee (Thayer Homestead on September 19, 2015) conditioned upon fulfillment of the Police Chief's recommendations and receipt of required insurance confirmation for their respective events; Selectman D'Innocenzo seconded. No discussion. VOTE: 5-0-0.

Approval – Dissolution of Thayer Building Committee and Transfer of Remaining Funds to Town Administrator and Thayer Governance Committee:

There were no background materials.

Chairman Foresto stated that this group spent four years putting this project together. Dan Hooper spent every day on site making sure it was going as it was supposed to. Others involved were Mark Cerel from the Community Preservation Committee and Mark Wilcox. The Board extended thanks to Chairman Foresto for all his work on this project as well.

Selectman Trindade moved that the Board of Selectmen dissolve the Thayer Building Committee and that control of any remaining funds under this Committee be transferred to the Town Administrator and the Thayer Governance Committee in accordance with the vote of Town Meeting; Selectman D'Innocenzo seconded. Brief discussion followed on the approximate dollar amount. VOTE: 5-0-0.

Approval – Amendment to Town Administrator's Contract:

The Board reviewed a draft amendment agreement.

Mr. Boynton stated the proposed change is for a vehicle in lieu of the monthly payment. Brief discussion followed.

Selectman Trindade moved that the Board of Selectmen approve the language revision to the Town Administrator's contract relative to vehicle expense as presented with an amendment that reads "and with the approval of the Board of Selectmen"; Selectman White seconded. No discussion. Brief discussion followed. VOTE: 5-0-0.

Discussion – Fiscal Year 2016 Board of Selectmen Liaison Designations:

The Board reviewed the FY15 Board of Selectman Liaison Designations.

Board members briefly discussed liaison positions from last year and made minor adjustments for this year.

Action Items from Previous Meeting:

Selectman Trindade asked to keep the playgrounds on the list as he will spend time on the issue over the summer.

General discussion followed on other Action items.

Approval of Warrants:

The Board reviewed Warrants 15-51P and 15-51SP, dated 6/18/15.

Selectman D’Innocenzo, Clerk, read aloud Warrants 15-51P and 15-51SP presented for approval:

15-51P	Town Payroll	\$ 305,880.44
15-51SP	School Payroll	<u>\$ 826,585.76</u>
	TOTAL	\$1,132,466.20

Selectman Trindade moved that the Board approve the Warrants as read; Selectman White seconded. No discussion. VOTE: 5-0-0.

Approval of Minutes:

The Board reviewed draft minutes from February 4, 2015; and May 18, 2015.

Selectman Trindade moved that the Board approve the meeting minutes from February 4, May 18 and June 9, 2015, as drafted; Selectman White seconded. There was some question over a section in the minutes from February 4. The purpose was that the Town was exceeding capacity with the addition of two projects. Selectman Trindade amended his motion to delete those minutes so that they can be reviewed, restating the motion as follows: that the Board approve the meeting minutes from May 18, 2015, as amended, and June 9, 2015, as drafted; Selectman White seconded. VOTE: 5-0-0.

Town Administrator’s Report:

Mr. Boynton briefly reviewed several items, including a McGovern School Replacement Windows Change Order, the State House Hearing on RDA Legislation, a Medical Marijuana Cultivation Proposal, and a DPS RFP.

Selectman Trindade moved that the Board authorize the Town Administrator to execute the contract with Sansoucy for review of the Exelon project in an amount not to exceed \$10,000; Selectman White seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board authorize the Town Administrator to sign off on change orders for the McGovern School Windows Replacement Project in amounts not to exceed \$25,000; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

Selectmen’s Reports:

Selectman Crowley acknowledged that Mr. Myers made some valid points tonight about the proposed Exelon expansion. He asked Board members if they would consider hiring an independent technical consultant to review the Exelon plans. Discussion followed. Mr. Boynton will develop a plan to bring forward to the BOS on July 6.

Approval – Reduction in Number of Members, DPS Facility Building Committee:

There were no background materials.

Selectman Trindade moved that the Board vote to approve a reduction in committee membership of the DPS Facility Building Committee from seven to five members; Selectman White seconded. Selectman Trindade explained that two members have left the committee and the remaining members wish to continue to serve. No further discussion. VOTE: 5-0-0.

At 9:00 PM Selectman Trindade moved that the Board adjourn Public Session and enter Executive Session under Exemption 3 to discuss strategy with respect to litigation where an open meeting may have a detrimental effect on the litigating position of the Town (Exelon West Medway, LLC and Exelon West Medway II, LLC, Energy Facilities Sitting Board), if the chair so declares, not to return to public session; Selectman White seconded.

Chairman Foresto declared that an open discussion with respect to Exelon West Medway, LLC and Exelon West Medway II, LLC, Energy Facilities Sitting Board may have a detrimental effect on the litigating position of the Town.

Chairman Foresto confirmed that the Board will not return to Public Session upon conclusion of Executive Session.

There was no discussion. Roll Call Vote: 5-0-0 (Crowley, aye; D’Innocenzo, aye; Foresto, aye; Trindade, aye; White, aye).

Respectfully submitted,
Jeanette Galliardt
Night Board Secretary

**Board of Selectmen's Meeting
June 9, 2015 – 8:00 AM
Town Hall
155 Village Street**

Present: Vice Chairman Maryjane White; Selectmen Dennis Crowley and Glenn Trindade; and Town Administrator Michael Boynton

Vice Chairman White called the meeting to order at 8:05 AM.

Approval – One Day Alcohol License Application – Cheryl Harvey; Thayer Homestead – June 13, 2015:

Mr. Trindade moved, seconded by Mr. Cowley, to approve One Day Wine and Malt License for Cheryl Harvey for event at Thayer Homestead on June 13, 2015. It was unanimously voted: 3-0-0.

**At 8:06 AM, Selectman Trindade moved to adjourn; Selectman Crowley seconded. No discussion.
VOTE: 3-0-0.**

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**Board of Selectmen's Meeting
Joint Meeting with Planning and Economic Development Board
July 14, 2015 – 6:45 PM
Sanford Hall, Town Hall
155 Village Street**

Present: Maryjane White, Vice Chair; Richard D'Innocenzo, Clerk; Dennis Crowley, Member.

Absent: John Foresto, Chair; Glenn Trindade, Member.

Planning and Economic Development Board: Andy Rodenhiser, Chair; Bob Tucker, Vice Chair; Tom Gay, Clerk; Richard Di Iulio; and Steve Bouley, Tetra Tech Consultant; Susy Affleck-Childs, Planning and Economic Development Coordinator; Amy Sutherland, Secretary.

Also Present: Michael Boynton, Town Administrator; Allison Potter, Assistant Town Administrator.

Approval – Joint Appointment to Planning and Economic Development Board – Richard Di Iulio

The Board reviewed a Memorandum dated June 24, 2015 from Susy Affleck-Childs, Planning and Economic Development Coordinator.

At 6:45 PM Andy Rodenhiser, Chair, PECB, called the meeting of the Planning and Economic Development Board to order.

At 6:46 PM Vice Chair White called the meeting of the Board of Selectmen to order and led the Pledge of Allegiance.

Mr. Rodenhiser explained that this appointment of Richard Di Iulio needs to be made jointly by the Board of Selectmen and the Planning and Economic Development Board.

At this time, Mr. Tucker moved that the Planning Board appoint Richard Di Iulio to the Planning and Economic Development Board filling a vacancy on the Board until Annual Town Election in May 2016; Mr. Gay seconded. No discussion. VOTE: 3-0-0.

Selectman Crowley moved that the Board of Selectmen, jointly with the Planning and Economic Development Board, appoint Richard Di Iulio as full member of the Planning and Economic Development Board to replace the position vacated by Karyl Spiller-Walsh until the May 2016 elections; Selectman D'Innocenzo seconded. No discussion. VOTE: 3-0-0.

At this time, Ms. White, acting as Town Clerk, conducted the swearing in ceremony.

At 6:47 PM Selectman D'Innocenzo moved to adjourn; Selectman Crowley seconded. No discussion. VOTE: 3-0-0.

Respectfully submitted,
Jeanette Galliardt

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**Board of Selectmen's Meeting
July 14, 2015 – 6:55 PM
Town Administrator's Conference Room
155 Village Street**

Present: Maryjane White, Vice Chair; Richard D'Innocenzo, Clerk; Dennis Crowley, Member.

Absent: John Foresto, Chair; Glenn Trindade, Member.

Also Present: Michael Boynton, Town Administrator. Allison Potter, Assistant Town Administrator.

At 6:55 PM Vice Chair White called the meeting to order and led the Pledge of Allegiance.

Approval – Transfer from Unexpended FY15 Account Balances [Auditing, Legal, Community Development Salaries, Norfolk County Retirement, Health Insurance] to DPS Snow & Ice/Salt Account:
The Board reviewed the following information: (1) Commonwealth of Massachusetts MBL 44S33B; and (2) Town of Medway – Board of Selectmen & Finance Committee Budget Transfer Request.

Selectman D'Innocenzo moved that the Board approve the Budget Transfer Request in the amount of \$24,500 as presented to fund the payment of late invoices for sand and salt reserves; Selectman Crowley seconded. No discussion. VOTE: 3-0-0.

Approval Of Warrants:

The Board reviewed Warrants 16-3S, 16-3SP and 16-3P.

Selectman D'Innocenzo, Clerk, read aloud Warrants 16-3S 16-3SP and 16-3P, dated 7/16/15, presented for approval:

16-3S	School Bills	\$102,784.73
16-3SP	Town Payroll	\$384,125.35
16-3P	School Payroll	<u>\$ 37,162.66</u>
	TOTAL	\$524,072.74

Selectman Crowley moved that the Board approve the Warrants as read; Selectman D'Innocenzo seconded. No discussion. VOTE: 3-0-0.

At 6:58 PM Selectman Crowley moved to adjourn; Selectman D'Innocenzo seconded. No discussion. VOTE: 3-0-0.

Respectfully submitted,
Jeanette Galliardt

**Board of Selectmen's Meeting
July 20, 2015 – 7:00 PM
Sanford Hall, Town Hall
155 Village Street**

Present: John Foresto, Chair; Maryjane White, Vice-Chair; Richard D'Innocenzo, Clerk; Dennis Crowley and Glenn Trindade.

Also Present: Michael Boynton, Town Administrator; Tom Holder, Director, Department of Public Works;

At 7:02 PM Chairman Foresto called the meeting to order and led the Pledge of Allegiance.

Public Comments:

Mr. Brian Adams, 2 Milford Street, expressed concern about the Exelon expansion project, specifically, that it is not appropriate to take 20% of the town's water supply and give it to a company that will pollute the environment and provide very few jobs. He theorized that Exelon should instead be considering solar energy which would be cleaner than the natural gas and diesel fuel options. This is not the right kind of economic growth for the town at this time. A better alternative would be to make Medway more attractive to high tech companies such as EMC.

At this time, Mr. Boynton stated that the Board will be discussing the possible retention of special outside counsel in executive session this evening. They will discuss whether to hire special counsel or use Town Counsel to deal with the siting of the facility, the application process and related matters. The Town has three vendors looking at various components of the project.

Mr. David Blackwell, 2 Milford Street, stated that he is an environmental scientist consultant. He noted that his primary concern is the large amount of water that is desired. He concurred with Mr. Adams that the additional truck traffic will add significant road impact.

Executive Session:

At 7:17PM Selectman Trindade moved that the Board enter Executive Session under Exemption 3 for the purpose of discussing strategy with respect to litigation where an open meeting may have a detrimental effect on the litigating position of the Town [Exelon West Medway, LLC and Exelon West Medway II, LLE – Energy Facilities Siting Board intervention] and Exemption 6 for the purpose of considering the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body [0 Adams Street]; Selectman White seconded. Chairman Foresto did so declare. There was no discussion. Roll Call Vote: 5-0-0 (Crowley, aye; D'Innocenzo, aye; Foresto, aye; Trindade, aye; White, aye).

At 7:49 PM Chairman Foresto reconvened Public Session.

Discussion – Charge for Additional Recycling Carts:

The Board reviewed an Email dated June 29, 2015 from Tom Holder, Director, DPS.

Present: Tom Holder, Director, Department of Public Services.

Mr. Holder reported that this proposal was drafted to help recover some of the unanticipated costs of the automated recycling cart program. The program has been successful as there has been a decrease in the solid waste tonnage in the one year it has been operating. He stated that some residents believe one cart is inadequate, and DPS created a flyer that suggested ways to optimize the space in the cart. They also issued second carts at no charge to residents requesting them. The cost of those several hundred carts is two-fold: initially a cost of \$18,000 for the carts themselves in addition to the pickup charges of \$51,000. The per-time charge is \$7 per cart per visit. No one had any idea there would be this much demand for a second cart.

Right now there is an inventory of carts and DPS intends to offer this inventory at no charge. Once those carts are gone, they will need to charge the \$66 cost of each cart. At this time, Selectman Crowley mentioned that building contractors are bringing recyclable materials from job sites outside Medway and putting it out for Medway to pick up. Discussion followed on whether the \$7 pickup charge for a second cart should be billed to the resident. It was noted that there are currently 282 households with a second cart.

Selectman D'Innocenzo asked if other communities pick up every week or every other. Mr. Holder said that it varies, noting that many communities pass along the service charge for the second cart. Discussion followed on use of yellow bags which is an enterprise account and is designed to be self-supporting. Of the remaining inventory of 228 carts, 48 are already spoken for. Selectman White expressed concern that the Town is considering changing midstream, and should have charged for the second cart from the beginning. People will flock to get the free second carts in the inventory. Selectman Trindade asked Mr. Holder to obtain costs and recycling rate information from other communities. Selectman Crowley asked Mr. Holder to include whether these communities have recycling centers.

Mr. Boynton asked when the fee structure was last changed. Mr. Holder responded that it was before he came to Medway, perhaps ten years ago. There is a need to look at the long term impact and costs, and maybe re-evaluate the program and fee structure.

Mr. Boynton asked Board members to submit their survey questions by Thursday of this week and they will work on getting the answers.

Chairman Foresto reminded residents that they can always take their excess recycling to the recycling center.

Approval – Notice of Grant Award, Water Infrastructure Planning and Technical Assistance Grant from MassDEP, \$30,000:

The Board reviewed the following information: (1) Notice of Grant Award; (2) Correspondence dated June 12, 2015 from Massachusetts Department of Environmental Protection; and Correspondence dated June 12, 2015 from the Office of the Governor.

Present: Tom Holder, Director, Department of Public Services.

Mr. Holder explained that the department had applied to MassDEP for a grant. These FY2016 funds will help advance the stormwater management program. Brief discussion followed.

Selectman Trindade moved that the Board approve the Notice of Grant Award for the Mass DEP's Water Infrastructure Planning and Technical Assistance grant in the amount of \$30,000; Selectman D'Innocenzo seconded. No discussion. VOTE: 5-0-0.

Review/Approval – Federal Highway Administration Title VI/Nondiscrimination Assurance:

The Board reviewed the following information: (1) Letter dated July 1, 2015 from Stephanie Pollack, Secretary/CEO MassDOT; (2) Guide for MassDOT Subrecipients: Implementing the FHWA Title VI/Nondiscrimination Assurance document; and (4) Notice of Nondiscrimination Rights and Protections to Beneficiaries.

Selectman Trindade moved that the Board authorize the Chair to execute the Title VI/Nondiscrimination Assurance document; Selectman White seconded. No discussion. VOTE: 5-0-0.

Authorization of Chairman to Execute Contract with Salon Home Care, LLC, Public Health Nursing Services, \$14,150:

The Board reviewed the following information: (1) Contract between the Town of Medway and Salmon Home Care, LLC; and (2) Email dated July 14, 2015 from Town Counsel approving contract as to form.

Selectman Trindade moved that the Board authorize the Chairman to execute the contract with Salmon Home Care, LLC to provide Public Health nursing services as presented; Selectman White seconded. No discussion. VOTE: 5-0-0. It was noted that services have been satisfactory.

Discussion/Vote – Policy on Commemoration of Veterans, Employees and Public Officials:

The Board reviewed a draft of the proposed policy.

It was noted that this policy refers to flag protocol following death of veterans, employees and elected officials. Brief discussion followed on length of time in each instance the flag would be lowered to half-staff.

Selectman Trindade moved that the Board approve the policy on commemoration of veterans, employees and public officials as presented; Selectman White seconded. No discussion. VOTE: 5-0-0.

Approval – One-Day Liquor License Applications:

The Board reviewed the following information: Applications and Police Recommendations relative to (1) Jessica Small – Thayer Homestead, August 1, 2015; and (2) Joanne Dunskey – Thayer Homestead, August 6, 2015.

Selectman Trindade moved that the Board approve a one-day all alcohol license for Jessica Small and one-day wine & malt license for Joanne Dunskey conditioned upon fulfillment of the Police Chief's recommendations and receipt of required all insurance confirmations; Selectman White seconded. No discussion. VOTE: 5-0-0.

Action Items from Previous Meeting:

The Board reviewed the Action Item list.

#7 – Environmental Bond Bill: Selectman Crowley reported that he talked with Senator Spilka who reported that the bond bill has passed. Now it is a matter for Governor Baker to sign off on specific projects that he wants to fund. The funds would be used predominantly for improvements at Choate Park. Selectman Trindade expressed concern that there should be some kind of review on this project. Eventually a consultant may be needed, but that may be premature.

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#8 – Database of searchable minutes -- This will take a little time as Mr. Boucher is still out.

#9 – Police Department access to school surveillance – There are some technology compatibility issues being worked on.

#10 – Proposed ALS Program for EMS: Mr. Boynton met with the Chief about the ALS program. Once the two people currently in the program have completed it, he will evaluate it.

#12 - The Toxics Use Reduction Institute grant application has been filed and can be removed from the list.

#13 – Road and Sidewalk Repair and Construction Strategy and #14 – Village Street Paving Plan are tied together. Discussion followed on various streets/projects that could be pursued. Selectman Crowley expressed concern that the Village Street paving may be approved to start in the spring when the Route 109 work will be underway. Mr. Boynton noted that a full reclamation would take a long time, while a mill and overlay could take only a couple of weeks. It was estimated that a full reclamation could cost at least 40% more.

#16 is done and can be removed from the list.

Approval of Warrants:

The Board reviewed Warrant 16-4.

Selectman D’Innocenzo, Clerk, read aloud Warrant 16-4, dated 7/23/15, presented for approval:

Town Bills	\$987,408.37
School Payroll	\$ <u>2,339.10</u>
TOTAL	\$989,747.47

Selectman Trindade moved that the Board approve the Warrant as read; Selectman White seconded. No discussion. VOTE: 5-0-0.

Approval of Minutes:

The Board reviewed draft minutes from February 4, 2015 and March 6, 2015.

The Board postponed review of the minutes.

Town Administrator’s Report:

Mr. Boynton updated the Board on the proposed amendment to the public records law. Brief discussion followed. Chairman Foresto stated the law should apply to the Governor’s Office, too. It was decided that the Board will send a letter of protest to the MMA, as well as other communities.

Mr. Boynton provided brief updates on the following: Algonquin Pipeline Project, FY2016 State Budget, Assessors Budget Challenges Contractual Threshold Adjustments, Chip Seal Update, Middle School Exterior Enhancements, and announced that the Capital Planning Process has begun.

Selectmen Reports:

DRAFT

Chairman Foresto thanked Carol Bernstein for a great Medway Day. Police and Fire did a great job. Selectman Trindade added that he was out doing an errand that day and noted that the police detail officers did a great job with the roadblocks and detours. It was noted that numerous donations from local businesses helped make the event possible.

Mr. Boynton complimented the Board on the level of work the members do for the Town. He declared it to be a passion, not just a job. He extended this to all the volunteers as well as the citizen engagement. He felt honored to be a part of it. Additionally, he announced that he has thoroughly enjoyed his first year as Town Administrator.

**At 9:12 PM Selectman Trindade moved to adjourn; Selectman White seconded. No discussion.
VOTE: 5-0-0.**

Respectfully submitted,
Jeanette Galliardt

**Board of Selectmen's Meeting
July 6, 2015 – 7:00 PM
Sanford Hall, Town Hall
155 Village Street**

Present: John Foresto, Chair; Richard D'Innocenzo, Clerk; and Glenn Trindade, Member.

Staff present: Michael Boynton, Town Administrator; Doug Havens, Community Housing Coordinator; Missy Dzikczek, Director, Council on Aging.

Others Present: Andrew Rodenhiser, Chair, Planning and Economic Development Board.

At 7:00 PM Chairman Foresto called the meeting to order and led the Pledge of Allegiance.

At 7:01 PM Selectman Trindade moved that the Board enter into Executive Session under Exemption 6 to consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body [181 Main Street, 54R Adams Street]; Selectman D'Innocenzo seconded the motion. Chairman Foresto did so declare. It was noted that the Board will return to public session following Executive Session. There was no discussion. Roll Call Vote: 3-0-0 (D'Innocenzo, aye; Foresto, aye; Trindade, aye).

Chairman Foresto reconvened Public Session at 7:16 PM.

Public Comments: None.

Discussion – Medical Marijuana Cultivation, COMMCan, Inc.

The Board reviewed the CommCan proposal under separate cover.

Present: Ellen Rosenfeld, President; Marc Rosenfeld, CEO/CFO; Valerio Romano, Attorney.

Mr. Boynton reported that he had a conversation with Ms. Rosenfeld and her team regarding a proposed cultivation center on property the Rosenfeld family owns near the industrial park. Medical marijuana was approved in 2012 by the voters of the Commonwealth of Massachusetts, and this is the next round of permitting. Tonight the Board has to choose to issue a letter of support or a letter of non-opposition to the proposal. The State requires one or the other for all the applications that come in.

Ms. Ellen Rosenfeld reminded the Board of their previous meeting a few weeks ago. The application was submitted a week ago. As part of the third phase, CommCan is interested in placing the facility only on land that it owns. As of now, the company does not know if it has passed through the first part of the process. In order to go forward, the company needs the letter that is formatted on the last page of the submission. It refers only to zoning, not in favor or opposed to the concept, just that the appropriate location is being considered. CommCan would still need to go through the special permit process if the application round is successful.

Mr. Boynton asked what they propose as benefits to the community. He asked what kinds of regulations would be needed and what the necessary protections for the facility as well as the Town were. If marijuana is legalized in the future, it would behoove the Town to be in a position to embrace it going forward.

Selectman Trindade asked how many other communities have facilities. Mr. Valerio Romano, attorney for the applicants, stated there are currently 15 registrations throughout the Commonwealth and specifically named Dennis, Franklin, Plymouth, Quincy, Georgetown, Salem, Ayer, and Northampton. Some are cultivation centers while some are dispensaries. The letter is the first procedural step, necessary to continue to move forward through the process. Mr. Romano reminded everyone that it is a medical program, not free-for-all marijuana distribution.

Mr. Andy Rodenhiser, Chair, Planning and Economic Development Board, stated he has worked with Ms. Rosenfeld a few times and is very supportive of this effort.

Selectman Trindade asked about venting as he has heard the smell can be bad. Mr. Romano responded that the team includes a very experienced grower from California from a very advanced facility. Carbon filters will eliminate the odors, which is a recognized process by growers in the industry. The subject property is also fairly secluded which should help keep odors to a minimum.

Mr. Rodenhiser stated that eventually CommCan will apply for a special permit which will not be treated as an application for agricultural use. He reminded the Board that the Planning and Economic Development Board will have a lot of oversight.

Chairman Foresto theorized that, though only three Selectmen are available this evening, he saw no reason not to move forward. Brief discussion followed.

Selectman Trindade moved that the Board authorize a letter of support of the CommCan, Inc. medical marijuana cultivation application to be signed by the Chairman on behalf of the Board of Selectmen, and, further, authorize the Chairman and the Town Administrator to work with CommCan to develop a potential host community agreement; Selectman D’Innocenzo seconded. No further discussion. VOTE: 3-0-0.

Approval – Appointment to Planning and Economic Development Board:

The Board reviewed a Memorandum dated June 24, 2015 from Susy Affleck-Childs, Planning & Economic Development Coordinator.

Mr. Andrew Rodenhiser, Chair, Planning and Economic Development Board (PEDB), reported that Mr. Di Iulio injured his back today and is unable to attend the meeting. He indicated that the PEDB voted on the appointment to move forward with a joint appointment. He has been an associate member for a couple of years. Selectman Trindade asked if this appointment should take place at a joint meeting. Discussion followed. The Board decided to go ahead with the appointment as it can always meet again to affirm the appointment.

Selectman Trindade moved that the Board appoint Rich Di Iulio as full member of the Planning & Economic Development Board to replace the position vacated by Karyl Spiller-Walsh until the May 2016 elections; Selectman D’Innocenzo seconded. No discussion. VOTE: 3-0-0.

Approval – DOER Energy Manager Grant, Year 2:

The Board reviewed the following information: (1) Email dated June 5, 2015 from Paul Carey, Grant Coordinator for Massachusetts Department of Energy Resources; and (2) Second year extension for the Medway/Millis Energy manager grant contract.

There was brief discussion on revisiting this matter during the budget process for FY17.

Selectman Trindade moved that the Board authorize the Chair to execute the Commonwealth's Standard Form of Contract for Year 2 of the energy manager grant; Selectman D'Innocenzo seconded. No discussion. VOTE: 3-0-0.

Approval – Millstone Village Affordable Unit Price Adjustment:

The Board reviewed the following information: (1) Correspondence dated June 25, 2015 from Ann Sherry, Chair, Affordable Housing Trust, and Robert Ferrari, Chair, Affordable Housing Committee; and (2) Proposed letter draft to Janie Lesniak, Division of Housing Development of Department of Housing

Present – Doug Havens, Community Housing Coordinator.

Mr. Havens reported that the developer had previously come to request increased prices and discuss other matters. Since the initial denial of increases, the Affordable Housing Committee has met with the developer to further review the request for the increase. The Affordable Housing Committee supports the request for a price increase and notes three factors: the increased price remains throughout the sale of the affordable housing inventory, special needs requirements will be accommodated, and, if ramps are requested inside garages, they will be built at a cost of materials only. The proposed unit price of \$174,700 is for a three-member household.

Selectman Trindade stated he has met with the group and concurred with the conditions.

Selectman Trindade moved that the Board approve the proposed increase in pricing of Millstone Village's eight (8) affordable units from \$170,000 to \$174,700 and authorize the chair to execute the proposed letter to the Department of Housing and Community Development; Selectman D'Innocenzo seconded. No discussion. VOTE: 3-0-0.

At this time, Mr. Havens approached the Board on another matter, that of the former American Legion Hall with the intent to repurpose it into affordable housing. He indicated that the Affordable Housing Committee is in the process of forming a committee to evaluate proposals. He requested that a member of the Board to participate with this group. Selectman Trindade emphasized that, as it is the first project of this kind, they would like it to be as perfect as possible. Chairman Foresto agreed to represent the Board in this endeavor.

Approval – GATRA Contract Extension, July 1, 2015 to August 31, 2015:

The Board reviewed the following information: (1) Memorandum from Francis Gay, GATRA Administrator, dated June 24, 2015; and (2) Amendment to contract dated July 1, 2014 between Greater Attleboro-Taunton Regional Transit Authority and Town of Medway.

Present: Missy Dzikczek, Director, Council on Aging.

Selectman Trindade moved that the Board authorize the Chair to execute the amendment to the contract between GATRA and the Town which will provide for the contract's extension from July 1, 2015 through August 31, 2015; Selectman D'Innocenzo seconded. No discussion. VOTE: 3-0-0.

Approval of Donation Acceptance – From the Friends of the Medway Public Library to the Medway Public Library, \$17,000:

The Board reviewed a Notice of Donation Fund, dated June 2, 2015.

Chairman Foresto stated that the Friends of the Medway Public Library gets these funds through their two books sales per year. The per capita donation amount is the highest of all the surrounding communities.

Selectman Trindade moved that the Board approve the gift from the Friends of the Medway Public Library to the Medway Public Library in the amount of \$17,000 to be added to the Memorial Donations account for the purchase of books, media, electronic resources and other materials, and programs; Selectman D'Innocenzo seconded. No discussion. VOTE: 3-0-0.

Approval – Contract for Technical Consulting Services for Proposed Exelon Project, Power Advisory:

The Board reviewed the following information: (1) Proposal dated June 23, 2015 from Power Advisory LLC; and (2) Resume of Michael D. Ernst, Esq.

Present: Charles Myers, Michael Ernst.

Mr. Boynton introduced Michael Ernst. He stated the Mr. Ernst has been reviewing the needs of the Town with respect to the application that Exelon has put forward to the Energy Facilities Siting Board (EFSB). He noted the Town has filed as an intervener in the hearing process, as has the Charles River Watershed group and the Conservation Law Foundation. Mr. Boynton stated that the Town needs technical consulting, such as what Mr. Ernst can offer, for this permitting process. He went on to say there are three phases of review by the EFSB, and number 1 is already underway, which is the tax review piece. He asked that the Board approve Mr. Ernst to review the application. He also stated there is a proposal from Kleinfelder to work on water issues relative to this facility.

Mr. Ernst stated that he has experience on the Siting Board staff for a few years, as well as with law firms representing companies similar to Exelon. The permitting process is complex, and it usually takes at least a year to get through. Applications are several hundred pages addressing factors such as water, pollution, noise, etc. The Town will have an opportunity to draft a host community agreement. Mr. Ernst stated that he will prepare a summary of what the Town needs, precedent information, and an overview of all issues to consider.

Selectman D'Innocenzo asked if Mr. Ernst will also be on the lookout for things that should be included in the application but is not for some reason. Mr. Ernst responded that there is usually a pre-application meeting, but sometimes relevant issues are not always fully addressed. That would be part of his initial review.

John asked what the next steps are. Mr. Ernst said the next step is a procedural hearing on the petitions to intervene. The hearing officer rules on the petitions and only the Town is guaranteed intervener status. A schedule will be set for issuing discovery on relevant issues. The company will respond and the Town will have access to all of the responses. Other interveners and state agencies that would be

issuing permits may also share the Town's concerns which presents the opportunity to share resources during a period of discovery which can extend for a few months. Ultimately there is an evidentiary hearing. The EFSB issues the approval before any permits are issued, however. Brief discussion followed.

Selectman Trindade moved that the Board accept the proposal to furnish technical consulting services relative to the proposed Exelon project as presented by Power Advisory LLC and to instruct the Town Administrator to prepare the necessary contract documents for execution by the Chair; Selectman D'Innocenzo seconded. It was noted that the company name should be Grasso Associates. Selectman Trindade rescinded his original motion and restated it with the correct name of Grasso Associates; Selectmen D'Innocenzo seconded the new motion. No discussion. VOTE: 3-0-0.

Mr. Boynton reviewed the steps the Town has taken since Exelon first approached the Town regarding its desire to expand its generation capacity. There has been significant review of the issues by staff and communication with Exelon on these. There are public safety issues to consider, significant water demand, and mitigation needs. Brief discussion followed on water system analysis work that is proposed to be done by Kleinfelder, which would take approximately four weeks.

Selectman Trindade moved that the Board authorize the Town Administrator to seek funding from Exelon in the amount of \$28,100 to cover the costs of a water system analysis by Kleinfelder and to authorize the Chair to enter into an agreement for this work; Selectman D'Innocenzo seconded. No further discussion. VOTE: 3-0-0.

Approval – One-Day Liquor License Applications:

The Board reviewed license applications for (1) Elena Karpova, (2) Jaime Hodges and Susan Parlee, (3) West Medway Liquors, (4) Dyana Luccio, and (5) Special event for the Thayer Homestead as well as recommendations from the Police Chief as of July 6, 2015.

Selectman Trindade moved that the Board approve all one-day alcohol licenses as presented conditioned upon fulfillment of the Police Chief's recommendations and receipt of required insurance confirmation for each respective event; selectman D'Innocenzo seconded. No discussion. VOTE: 3-0-0.

Vote – Designation of Medway as Purple Heart Town, Department of Massachusetts Military Order of the Purple Heart:

The Board reviewed the following information: (1) Email dated June 11, 2015 from Leo David Agnew, Commander; and (2) Proposed proclamation.

Mr. Boynton briefly reviewed the background of the program, and the number of communities that have stepped forward to honor those who have made ultimate sacrifice. The intent is to make August 7 Purple Heart Day. Chairman Foresto suggested that Colonel Matondi be contacted to see if there was anything else that could be done.

Selectman Trindade moved that the Board execute the proposed Proclamation for submittal to the Department of Massachusetts Military Order of the Purple Heart, which will allow for Medway's designation as a Purple Heart Town; Selectman D'Innocenzo seconded. No discussion. VOTE: 3-0-0.

Selectman Trindade asked if there was any progress on lowering flag for soldiers killed in action or other displays to honor those individuals. Mr. Boynton responded that there is no real policy in place. He will work on it with the Veterans' District and other individuals.

Action Items from Previous Meeting:

The Board reviewed the Action Item list.

Brief discussion followed on the possibility of scaling back the Brentwood Project.

Approval of Warrants:

The Board reviewed Warrant 16-2.

Selectman D'Innocenzo, Clerk, read aloud Warrant 16-2, dated 7/9/15, presented for approval:

Town Bills	<u>\$735,574.93</u>
TOTAL	\$735,574.93

Selectman Trindade moved that the Board approve the Warrant as read; Selectman D'Innocenzo seconded. No discussion. VOTE: 3-0-0.

Approval of Minutes:

The Board reviewed revised draft minutes from February 4, 2015.

Due to the fact that only three members of the Board were present, it was decided to postpone review of the minutes.

Town Administrator's Report:

Mr. Boynton reported that FY15 has been closed out. Reports with the ending balances will be ready in the coming weeks.

He expressed concern for shelter locations during the winter months, noting that the high school emergency generator was not designed for long term use.

Selectmen's Reports:

Selectman Trindade reported that there are a lot of people posting on the Friends of Medway Facebook page who have expressed interest in improvements to recreational facilities such as a splash park. Mr. Boynton will get information that can be shared with parents. Selectman Trindade continued, noting that the problem is that people say that their favorite place is Choate Park which is a small area with a lot of stuff already in it. He suggested getting a consultant to help determine what kinds of things would fit. Chairmn Foresto emphasized that there should be a vision of what the park should look like. The matter will be discussed further at a future meeting.

At 8:42 PM Selectman Trindade moved to adjourn; Selectman D'Innocenzo seconded. No discussion. VOTE: 3-0-0.

Respectfully submitted,
Jeanette Galliardt
Night Board Secretary

**Board of Selectmen's Meeting
August 17, 2015 -- 7:02 PM
Sanford Hall, Town Hall
155 Village Street**

Present: John Foresto, Chair; Maryjane White, Vice Chair; Richard D'Innocenzo, Clerk; Dennis Crowley and Glenn Trindade.

Staff Present: Michael Boynton, Town Administrator; Allison Potter, Assistant Town Administrator; David D'Amico, Deputy Director, Department of Public Services; Mary Lou Staples, Chair, Council on Aging.

Others Present: Amanda Zuretti, Town Counsel

At 7:02 PM Chairman Foresto called the meeting to order and led the Pledge of Allegiance.

Public Comments:

Mr. Brian Adams, 2 Milford Street, asked if the Town gets to vote on any aspect of proposed Exelon expansion at Town Meeting. Mr. Boynton responded that, in terms of permitting, the answer is no. A Town Meeting vote is required to approve any PILOT agreement. Mr. Adams asked if the Town is allowing the State to decide the matter for it. Mr. Boynton responded that statement is not a fair characterization. The State has the authority to site this type of facility while any PILOT agreement and community benefit agreement is determined by the individual community.

At this time, Mr. Boynton explained the role of Julie Dennehy, a consultant hired as a communications specialist. She was hired for her expertise in communications for the Town; she is not involved with this plant proposal in any way. Ms. Dennehy will be involved in communications outreach in general.

Mr. Adams continued, stating that in 2009 Annual Town Meeting approved the Master Plan as Article 30. One of the goals relates to the Town's cultural and natural resources, and can be found on page 59. Mr. Boynton assured Mr. Adams that neither the Board nor Town officials would do anything that would result in a negative effect on the community. They are in the process of fact-finding and hiring consultants to help us learn as much as possible.

Consideration of Appointment: Zoning Board of Appeals, Assoc. Member – Brian White: Medway Pride Day Committee – Sarah Stone:

The Board reviewed the following information: Letter of interest and resume from Brian White; (2) Memorandum dated July 27, 2015 from Zoning Board of Appeals; and (3) Letter of Interest from Sarah Stone.

Present: Brian White; Sarah Stone.

Mr. Brian White, 116 West Street, stated he had recently moved to Medway. He works at Rhode Island College and currently holds a contractor's license. He has been working in construction and real estate for 10-15 years. Mr. White is married with four daughters under the age of 8.

Selectman Trindade noted that the two most thankless boards are the Board of Selectmen and Zoning Board of Appeals. The key is objectivity in all decisions, and not allowing preconceived notions to rule. Mr. White responded that he is familiar with board work and civic duty.

Selectman Crowley asked Mr. White to reassure the Board that he can be objective as West Street is very close to the power plant. Brian stated he will be objective, noting that his home is at the other end of West Street.

Selectman Trindade moved that the Board appoint Brian White to the Zoning Board of Appeals as an associate member for a three-year term; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

Ms. Sarah Stone, 62 Fisher Street, stated she has lived in Medway for seven years. She has worked with the Medway Pride Day Committee for three years and is now looking for a formal appointment.

Selectman Trindade moved that the Board appoint Sarah Stone to the Medway Pride Day Committee for a one-year term; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

Approval – Common Victualler License Transfer – Golden Bamboo Inc.:

The Board reviewed the Application. It is noted that the Town Administrator’s office is awaiting signature from the Building and Fire Departments.

It was noted that the owner was not present. Selectman Trindade pointed out that this is the busy dinner hour at the restaurant. Ms. Potter clarified that the restaurant does not have a liquor license.

Selectman Trindade moved that the Board approve the issuance of a common victualler license to Golden Bamboo, Inc. conditioned upon the required departmental approvals; Selectman White seconded. Selectman Crowley stated he would not vote for this as this is the third license transfer in the past couple years, all for \$1, though it looks like it is staying in the family. VOTE: 4-1-0.

Authorization to Expend Grant Funds – Executive Office of Elder Affairs Grant – Council on Aging - \$18,027:

The Board reviewed a Grant Expenditure Form accompanied by grant information.

Present: Mary Lou Staples, Chair, Council on Aging.

Ms. Staples stated that there are specific things that the grant funds can be used for, including Volunteer Coordinator, specific events and associated expenses. It is based on the 2010 census.

Selectman Trindade moved that the Board authorize the expenditure of the Executive Office of Elder Affairs grant funds in the amount of \$18,027 as outlined; Selectman White seconded. No discussion. VOTE: 5-0-0.

Authorization of Chairman to Execute Contract with George E. Sansoucy, P.E., LLC for Utility Valuation Modeling - \$6,000:

The Board reviewed the following information: (1) Memorandum dated August 11, 2015 from Donna Greenwood, Principal Assessor; and (2) Contract.

Mr. Boynton reported that this contract is for the Assessors' overall utility valuation process, adding that there may be a Fall Town Meeting article proposed to address a greater than anticipated need for contracted services this fiscal year. Selectman Trindade noted that this company is one of the best in their field of expertise.

Selectman Trindade moved that the Board authorize the Chairman to execute the contract with George E. Sansoucy, P.E., LLC to provide utility valuation modeling in the amount of \$6,000 pending review and approval by both Town Counsel and the Town Accountant; Selectman White seconded. No discussion. VOTE: 5-0-0.

Authorization of Chairman to Execute Contract with Concrete Modular Systems, Inc. for Cassidy Field Bathroom Installation - \$55,905.95:

The Board reviewed the following information: (1) Memorandum dated August 17, 2015 from Tom Holder, Director, DPW; (2) Bid results; and (3) Contract.

Mr. Boynton reported that the concrete pad for the modular bathrooms has been poured. The sewer connections have been completed. Some of the remaining components of this project need to be coordinated.

Selectman Trindade moved that the Board authorize the Chairman to execute the contract with Concrete Modular Systems in the amount of \$55,905.95 pending review and approval by both Town Counsel and the Town Accountant; Selectman White seconded. It was noted that the additional electric requirement will be handled by the Little League. No further discussion. VOTE: 5-0-0.

Approval – Orders of Taking – Route 109 Right of Way:

The Board reviewed the following information: (1) Draft Order of Taking; (2) Example Affidavit; and (3) Progress Print of Taking Plans.

Present: David D'Amico, Deputy Director, Department of Public Services; Amanda Zuretti, Town Counsel.

Mr. Boynton extended kudos to Mr. D'Amico and Attorney Zuretti for their diligence on getting the paperwork completed to ensure that this project can be shovel-ready in the spring.

Mr. D'Amico reported that over 100 properties are involved, i.e., permanent easements, walls, drainage, etc., for a three-year period while the construction is being done. Ms. Zuretti stated this project was under very good control when she came on board. At this time, she asked the Board to consider the motion before it.

Selectman Trindade moved that the Board has determined that common convenience and necessity require that Main Street (Route 109), a public way in the Town of Medway, be reconstructed; and it is necessary to acquire fee interests, temporary easements, and permanent easements in certain parcels of land for the purpose of reconstructing said way; and under the authority given by the votes under Article 29 of the Annual Town Meeting held on May 12, 2014; the vote under Article 17 of the November 30, 2014 Special Town Meeting; and Article 5 of the Town at the Annual Town Meeting held on March 9, 2015 (the "Town Votes"), and General Laws c. 82 §§ 1-23 and General Laws c. 79, as amended, and any and every other power and authority which is hereunto in anyway enabling, and having given notice according to the requirements of law to all persons known to it to be interested in

the reconstruction of said way, of its intention to take such interests in real property described in the plan titled "Alteration Plan Main Street (Routed 109) Medway, prepared for the Town of Medway" dated August 17, 2015, prepared by Greenman-Pedersen, Inc., recorded with the Norfolk County Registry of Deeds herewith (the "Plan"), a copy of which is on file with the Town Clerk of the Town of Medway.

The Board of Selectmen hereby votes to endorse the Plan, and to take for the purpose of public ways, those fee interests, temporary easements and permanent easements over those certain parcels of land commonly known as Route 109 shown as on said Plan, which land is owned or supposed to be owned by the abutters on said way, and determine that damages by reason of this taking shall be awarded as shown on the schedule shown on the Order of Taking.

The Board further votes that a representative of the Town of Medway shall cause this Order of Taking to be filed with the Norfolk Registry District of the Land Court and recorded in the Norfolk Registry of Deeds, in Dedham, Massachusetts and shall notify the Treasurer and Collector of Taxes in the Town of Medway of this taking in accordance with General Laws c. 79, §7F.

The Board also votes to authorize its Chairman, John Foresto, to execute Notices of Taking and Offers of Payment Pro Tanto upon filing and recording of said Order of Taking and plans.

And, the Board votes to authorize its Chairman, John Foresto, to execute the Affidavit, the post-recording Affidavit required by MassDOT as part of the Federal Highways funds program, an example of which is presented here.

Selectman White seconded the motion. Selectman Trindade offered an amendment reflecting changes requested by Town Counsel, specifically that March 9, 2015 was Special Town Meeting, not Annual; and authority is given per Mass. General Laws, c. 82 §1-84. Selectman White seconded the amendment. Selectman Crowley asked if this was the final piece for this project. Mr. D'Amico is still receiving comments from MassDOT. Mr. D'Amico stated that all affected owners were notified by registered letter and asked to notify DPS if there are issues. Attorney Zuretti reported that the takings would be by eminent domain. Each property owner has the right to file suit in Superior Court within three years of the Order of Taking. Brief discussion followed on the process. Mr. D'Amico will provide a list of the affected properties to the Board, noting that 90% of these takings are temporary. VOTE: 4-0-1 -- Selectman White abstained as she is a property owner along Route 109 and her property is one of the affected properties.

Ms. Zuretti instructed Board members that they need to sign two sets of Mylar plans as well as two copies of the documents which she will then notarize. Each Board member confirmed they are signing of their own volition and as representatives of the Town. Plans and documents were signed and notarized.

Approval – Inter-municipal Agreement with Millis for Shared Energy Manager:

The Board reviewed the following information: (1) Email from Robert Weiss, Energy Manager; (2) Proposed inter-municipal agreement; (3) Annual report; and (4) Energy Usage Report samples.

Mr. Boynton reported that this will be Year Two of the agreement.

Selectman Trindade moved that the Board approve the inter-municipal agreement with Millis for shared energy manager services as presented; Selectman White seconded. No discussion. VOTE: 5-0-0.

Approval – Opening and Closing Dates for Fall Town Meeting Warrant (9/1/15, 9/14/15):

The Board reviewed a Draft Town Meeting Calendar.

Mr. Boynton reminded Board members that, as their next meeting will be August 31, this needs to be addressed tonight.

Selectman Trindade moved that the Board open the November 9 Fall Town Meeting Warrant on September 1, 2015 and to close it on September 14, 2015; Selectman White seconded. No discussion. VOTE: 5-0-0.

Approval – One-Day Liquor License Application – Greg Bedard, Thayer Homestead, 8/28/15:

The Board reviewed the following information: (1) One-Day License Application; and (2) Police Chief's recommendation.

Selectman Trindade moved that the Board approve a one-day liquor license for Greg Bedard's event at the Thayer Homestead on August 28, 2015 subject to fulfillment of the Police Chief's recommendations; Selectmen White seconded. No discussion. VOTE: 5-0-0.

Action Items from Previous Meeting:

The Board reviewed the Action Items list.

#1 -- Street acceptance process – No update.

#2 -- Route 109 – the Orders of Taking was discussed earlier this evening.

#3 -- Brentwood Project– The engineers will begin focusing on the piece that involves CVS. The Town Administrator made it clear that the work near the CVS needs to happen within the Route 109 construction work or it will be at a substantial private cost.

It was noted that interviews for the DPS Facility OPM will begin next week.

Approval of Warrants:

The Board reviewed Warrants 16-8 and 16-8S.

Selectman D'Innocenzo, Clerk, read aloud Warrants 16-8 and 16-8S, dated 8/2015, presented for approval:

16-8S	School Bills	\$ 360,714.50
16-8	Town Bills	<u>\$1,724,727.77</u>
	TOTAL	\$2,085,442.27

Selectman Trindade moved that the Board approve the Warrants as read; Selectman White seconded. No discussion. VOTE: 5-0-0.

Approval of Minutes:

The Board reviewed draft minutes from November 3, 2014; February 4, 2015; and March 16, 2015.

Selectman Trindade moved that the Board approve the minutes of November 3, 2014, as drafted; Selectman D'Innocenzo seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board approve the minutes of February 4, 2015, as drafted; Selectman White seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board approve the minutes of March 16, 2015; Selectman White seconded. No discussion. VOTE: 4-0-1 -- Crowley abstained as he was absent.

Town Administrator's Report:

Mr. Boynton reported on a variety of topics:

- The results of the Solid Waste Survey (polling of area communities) due soon;
- A recent visit to a building that straddles the line between Medway and Holliston on Route 126 that might prove useful for municipal use;
- Town-wide financial updates;
- FY2017 budget update;
- 2015 Fall Town Meeting update; and
- Social Media Training

Selectmen's Reports:

Selectman Crowley stated he attended the Conservation Commission meeting with Timber Crest LLC. He noted that ConCom chair, David Travalini, did an excellent job walking residents through the process and answering questions. This group does not get enough credit for all the work they do.

Selectman Crowley asked Mr. Boynton about Woodside Condominiums. Mr. Boynton responded that Town Counsel has been consulted.

At 8:09 PM Selectman Trindade moved that the Board enter into Executive Session under Exemption 3 to discuss strategy with respect to litigation where an open meeting may have a detrimental effect on litigating position of the Town [Exelon West Medway, LLC and Exelon West Medway II, LLC - Energy Facilities Siting Board intervention] if the chair declares than an open meeting may have a detrimental effect on the negotiating position of the public body. The Board will reconvene in open session to address agenda item #16. Selectman White seconded the motion. Chairman Foresto did so declare. No discussion. Roll Call Vote: 5-0-0 (Crowley, aye; D'Innocenzo, aye; Foresto, aye; Trindade, aye; White, aye).

Chairman Foresto reconvened Public Session at 9:11 PM.

Approval – Technical Consultants to Review Proposed Exelon Expansion Project:

Background materials were reviewed in Executive Session.

Selectman Trindade moved that the Board authorize the Chair to execute a contract for Acentech, Inc. for noise consultation and acoustical consulting services in an amount not to exceed \$10,000; Selectman D'Innocenzo seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board authorize the Chair to execute a contract with Lynne Santos and Air Quality Associates for emissions consulting services in an amount not to exceed \$10,000; Selectman White seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade announced that the Town Administrator vetted both these companies to confirm that neither of these firms had performed any work for Exelon in the past.

Selectman Crowley asked the Town Administrator to prepare a list of all the consultants who are looking at the proposed expansion project, including such things as tax matters, configuration of the water system, air quality and emissions, noise concerns, and a legal consultant with regard to any contracts and agreements. Also noted was that eleven pages of questions will be submitted to the Energy Facilities Siting Board

**At 9:13 PM Selectman Trindade moved to adjourn; Selectman D’Innocenzo seconded. No discussion.
VOTE: 5-0-0.**

Respectfully submitted,
Jeanette Galliardt
Night Board Secretary

Board of Selectmen's Meeting
August 27, 2015 – 8:00 AM
Town Administrator's Conference Room
Town Hall, 155 Village Street

Present: Chairman John Foresto, Vice Chairman Maryjane White and Selectmen Glenn Trindade.

Selectmen Dennis Crowley and Richard D'Innocenzo were absent.

Chairman Foresto called the meeting to order at 8:48 AM and led the Board in the Pledge of Allegiance.

Approval – One Day Alcohol License Application – Medway Community Farm, 50 Winthrop Street, August 29, 2015:

The Board reviewed the Special One-Day Liquor application and Application for Exhibition, Show or Amusement License Live Entertainment submitted by the Medway Community Farm and a memorandum dated August 21, 2015 from Police Chief Tingley.

Mr. Trindade moved, seconded by Ms. White, to approve a one-day wine & malt license and application for Exhibition, Show or Amusement License Live Entertainment for the Medway Community Farm's event at the Medway Community Farm on August 29, 2015 conditioned upon fulfillment of the Police Chief's recommendation that no on-street parking be permitted on either side of Winthrop Street, that one detail officer with marked cruiser be hired to handle traffic during the event, and that the company serving the beer and wine comply with standards set forth in Town of Medway's liquor policy regarding one-day licenses. It was unanimously voted: 3-0-0.

At 8:49 AM, Mr. Foresto moved to adjourn; Ms. White seconded. No discussion. VOTE: 3-0-0.

**Board of Selectmen's Meeting
August 31, 2015 – 7:00 PM
Sanford Hall, Town Hall
155 Village Street**

Present: John Foresto, Chair; Maryjane White, Vice-Chair; Richard D'Innocenzo, Clerk; Dennis Crowley, Member and Glenn Trindade, Member.

Staff Present: Michael Boynton, Town Administrator; Allison Potter, Assistant Town Administrator.

Others Present: Susy Affleck-Childs, Planning and Economic Development Coordinator; Tom Holder, Director, Department of Public Services;

At 7:00 PM Chairman Foresto called the meeting to order and led the Pledge of Allegiance.

Public Comments:

Mr. Charlie Myers distributed a handout and briefly discussed start-up time which was originally announced as ten minutes, and then corrected to ten minutes with an additional twenty. He also expressed concern about the potential number of trucks coming on and off the site and identified an inconsistency in the map of the property relative to staging area for trucks on one plan and another use in the same place on another map. Brief discussion followed on concerns about emissions relative to dual-fuel system of natural gas and oil.

Additionally, Mr. Myers encouraged the Board to check all pertinent dates for document submittal before the October public hearing. He suggested reserving some time at regular meetings before the end of September to solicit questions from the public, outside of the public hearing itself. This would allow time to get answers back from Exelon before the public hearing, and then formulate a rebuttal, if one is necessary. Brief discussion followed.

Brian Adams, 2 Milford Street, asked if representatives from Exelon, the Conservation Law Foundation (CLF) and Charles River Watershed (CR) would also be present at the October public hearing. He is trying to get people involved, encouraging them to review documents that are available and learn as much as possible before that October meeting. Selectman Crowley pointed out that CLF and CR are doing their own negotiations so it may not be appropriate to approach them, but it is worth asking the question. Brief discussion followed.

Brian Gagnon, 8 Oak Street, asked about measuring the output of the carbon monoxide. One cannot smell it and a person will not know if he is breathing it. Selectman Crowley responded that is one of the questions the Board has. The EPA will also come in and shut them down if it is at harmful levels. Selectman Trindade added that the Town has asked that monitoring equipment is placed in Medway.

Mr. Gagnon also expressed concern for excessive traffic on Oak Street surrounding events at Thayer Homestead, as well as high school drivers cutting through. Selectman Trindade pointed out that during traffic enforcement activity on that street many of the warning tickets issued are to people who live in that area.

Acceptance of Land – Trail Drive (Norwood Acres):

The Board reviewed the following information: (1) Memorandum dated August 24, 2015 from Susy Affleck-Childs, Planning and Economic Development Coordinator; (2) Associated subdivision plan and map; and (3) Deed documents.

Present: Susy Affleck-Childs, Planning and Economic Development Coordinator.

Ms. Affleck-Childs reported that this particular parcel of land is associated with a small private way subdivision developed by the Marshall family. The project is coming to a close so this is the time to convey the open space parcel to the Town. This parcel is immediately north of an existing 9-acre parcel that is already owned by the Town. The Conservation Commission has voted its acceptance.

Selectman Trindade asked if trails can be developed there without impacting the privacy of the abutting property owners. Selectman Crowley asked if that is in perpetuity and if there was any way of changing it in the future if the needs of the Town are dramatically different. Mr. Boynton theorized that, as it already abuts open space land and a fair percentage is wetland, the odds are that there could be no other use in the future. Brief discussion followed.

It was decided to table this until the next meeting while additional information is gathered. How many more proposals such as this are in the works? Is there a policy for these kinds of transactions? Do they come under the supervision of the Conservation Commission or the Board of Selectmen? The minutes can be researched. Is there anything that offers a choice or does it automatically go to the Conservation Commission?

Authorization of Chairman to Execute Change Order for Cassidy Field Complex – Gravity Construction, \$44,600:

The Board reviewed the following information: (1) Memorandum dated August 25, 2015 from Tom Holder, DPS Director; and (2) Change order.

Present: Tom Holder, Director, Department of Public Services.

Mr. Holder reported that the existing water service was likely installed by volunteers years ago with valves and couplings that have not held up over time. The line is also not sufficient to service present and future needs of the complex. It will have to be put on the other side of the driveway, and that property owner is very supportive. The fence will be taken down, the work will be done, the fence will be replaced and the disturbed area will be landscaped. He briefly described the parts of the installation.

Regarding funding, Mr. Holder stated that 2015 Annual Town Meeting included a financial article for “unforeseen water uses” in the amount of \$158,000, and this project meets the spirit of that article.

Selectman Trindade move that the Board authorize the Chairman to execute the change order relative to the Cassidy Field complex contract with Gravity Construction in the amount of \$44,500; Selectman White seconded. Selectman Crowley asked how much money is left in that article. It was noted that this company is already in Medway doing other projects so it makes good sense to take care of this one now. No further discussion. VOTE: 4-1-0 -- Crowley opposed, noting that he cannot vote on the amount of a change order without knowing the balance of the account.

Authorization of Chairman to Execute Change Order for Route 109 Engineering – Greenman Pederson, Inc., \$238,822.69:

The Board reviewed the following information: (1) Memorandum dated August 26, 2015 from Tom Holder, DPW Director; and (2) Change Order.

Present: Tom Holder, Director, DPS; David D'Amico, Deputy Director, DPS.

Mr. D'Amico reported that DPS has been going back and forth with GPI, integrating grant money and so on. He briefly described some of the changes that were required by MassDOT including the replication of a wetland area. Necessary funding is coming from Chapter 90 funds. Mr. Boynton noted that this was not unexpected, but this is the final change order.

Selectman Trindade moved that the Board authorize the Chairman to execute the change order relative to Route 109 engineering contract with Greenman-Pedersen, Inc. in the amount of \$238,822.69; Selectman White seconded. No discussion. VOTE: 4-1-0. Crowley opposed because he would like to see a summary of the original contract as it relates to previously approved change orders.

Approval – Amended Compensation Values for Route 109 Takings:

The Board reviewed a Revised Order of Taking Value for Route 109 Project.

Present: Tom Holder, Director, DPS; David D'Amico, Deputy Director, DPS.

It was noted that some of the numbers associated with parcels may have changed minimally from the original calculations. The recorded Order of Taking has the correct value, but now this has to be corrected as well.

Selectman Trindade moved that damages in the amount of \$9,146.00 be awarded to Albert Rao and Paul Rao, Trustees of P & A Realty Trust who are the purported owners of the property known and numbered 82 Holliston Street, Medway, MA in compensation for the taking of a permanent easement in the parcel shown as PUE-15 and temporary construction easements in the parcels shown as TE-122; TE-123; and TE-156 as shown on the Order of Taking voted by the Board of Selectmen on August 17, 2015 that was filed on August 18, 2015 with the Norfolk District Registry District of the Land Court as Document No. 1335903 and also recorded the Norfolk Registry of Deeds in Book 33407, Page 214, and shown on the plans recorded with said Deeds in Plan Book 641, Page 1. The damage award is made by the Board pursuant to the authority under General Laws chapter 79, section 6, to compensate the owner for the increase in area of the easement in parcels TE-123 and TE-156 which valuation was set prior to the Order of Taking and is correctly shown thereon. Selectman White seconded. No discussion. VOTE: 5-0-0.

Approval – Change of Hours, Sri Sitaram LLC d/b/a Medway Mart:

The Board reviewed the following information: Alcoholic Beverages Control Commission Monetary Transmittal Form; (2) ABCC Form 43; (3) Change of Hours Checklist; and (4) Certificate of LLC Vote.

Selectman Trindade moved that the Board approve a change of hours of operation for Sri Sitaram Enterprises LLC d/b/a Medway Mart to the following: Sunday 10AM – 10PM, Monday through Saturday 8AM – 10PM; Selectman White seconded. No discussion. VOTE: 5-0-0.

Approval – One-Day Liquor License Application:

The Board reviewed applications and Police Chief's recommendations for the following events to be held at the Thayer Homestead: (1) Jason Rose, September 5, 2015; (2) Lisa [Beksha] Bravo, September 6, 2015; (3) Milford Area Chamber of Commerce, September 9, 2015; (4) Premier Bartending, September 20, 2015; (5) Tiffany Rose, November 7, 2015; and (6) Scott Buchanan/Melissa Ostrout, June 25, 2016.

Selectman Trindade moved that the Board approve one-day alcohol licenses for Jason Rose, Lisa [Beksha] Bravo, Milford Area Chamber of Commerce, Premier Bartending, Tiffany Rose and Scott Buchanan/Melissa Ostrout as outlined subject to fulfillment of the Police Chief's recommendations and receipt of all insurance documentation; Selectman White seconded. No discussion. VOTE: 5-0-0.

Action Items from Previous Meeting:

There were no updates on the Action Items list.

Approval of Warrants:

The Board reviewed Warrant 16-10.

Selectman D'Innocenzo, Clerk, read aloud Warrant 16-10, dated 9/3/15, presented for approval:

16-10	Town Bills	<u>\$1,371,579.89</u>
	TOTAL	\$1,371,579.89

Selectman Trindade moved that the Board approve the Warrant as read; Selectman White seconded. No discussion. VOTE: 5-0-0.

Approval of Minutes:

The Board reviewed draft minutes from April 21, 2015; June 1, 2015; and August 27, 2015.

Review and approval of the minutes was postponed.

Town Administrator's Report:

Mr. Boynton reported that the Veterans District main office has acquired new space in the Town of Holliston. Mr. Givens, Veterans Agent, will still have office hours in Medway but can also meet with people in the new space after it is renovated.

Bids for the middle school renovations on the space for DPS are coming in higher than anticipated. The School Committee will be addressing the extra expense at its meeting this week.

He briefly reported on the Cassidy Field Bathrooms, Medway's participation in the Commonwealth Community Compact program, and updated the Board on the traffic enforcement program.

Selectmen's Reports:

Chairman Foresto reported he met with the Superintendent of Schools to talk about the impact of the proposed 40B project on the school system, noting that there is some concern. There is additional concern about the number of younger teachers who will be getting advanced degrees and higher salaries each time they do so. There are also price increases for HVAC operations (heat and AC).

At 8:22 PM Chairman Foresto suspended the meeting for a brief recess.

Executive Session:

At 8:30 PM Selectman Trindade moved that the Board enter into executive session under Exemption 3: to discuss strategy with respect to litigation when an open meeting may have a detrimental effect on litigating position of the town [Exelon West Medway, LLC and Exelon West Medway II, LLC – Draft Host community and PILOT Agreements] if the chair so declares; Selectman White seconded. The Chair did so declare. It was noted that the Board will not reconvene in Public Session. No further discussion. Roll Call Vote: 5-0-0 (Crowley, aye; D’Innocenzo, aye; Foresto, aye; Trindade, aye; White, aye).

Respectfully submitted,
Jeanette Galliardt

**Board of Selectmen's Meeting
September 14, 2015 – 7:00 PM
Sanford Hall, Town Hall
155 Village Street**

Present: John Foresto, Chair; Maryjane White, Vice-Chair; Richard D'Innocenzo, Clerk; Dennis Crowley, Member and Glenn Trindade, Member.

Staff Present: Michael Boynton, Town Administrator; Allison Potter, Assistant Town Administrator; Susy Affleck-Childs, Planning and Economic Development Coordinator; Tom Holder, Director, Department of Public Services.

Chairman Foresto called the meeting to order at 7:00 PM and led the Pledge of Allegiance.

Public Comments:

It is noted that all comments relate to the proposed Exelon expansion.

Mr. Mark Reddy stated he was impressed with list of questions posed to Exelon, but far less impressed with answers that were received, which seemed dismissive. Mr. Boynton responded that the language used is "legalese" and the Town will not accept that kind of answer. Mr. Reddy's other concern was that the public forum was taking place after the deadline to submit information to the Siting Board. Mr. Boynton clarified that the deadline date is one by which the Town must submit the second set of questions. Selectman Crowley added that the Board encourages residents to ask questions. Questions should be sent to the Town Administrator's office by email or regular mail. They will be submitted to the team for review and to make sure that the questions are all worded correctly.

Ms. Diane Burkhardt asked what power the Town has in this situation noting she is a senior citizen living in the immediate area and already has breathing issues. She asked how the Town could be assured that Exelon will use the fuels as they claim they will. Mr. Boynton responded that the Town's expectation is that the state will continually monitor the facility as it is a heavily regulated industry. Brief discussion followed.

Mr. Brian Adams asked about the nature of the conditions in the recent Community Compact agreement. Mr. Boynton responded that this is more of a technical services assistance agreement to better facilitate communications to the residents. Chairman Foresto added that this assistance will help a lot toward developing increased use of social media, as well as existing forms of communication.

Mr. Adams continued, asking about monitoring throughout the community. Mr. Boynton responded that the only plant in the Commonwealth that has monitors other than on the stacks is Brockton and that was done by the state. Selectman Crowley cautioned that the Board cannot say a lot because conditions such as these may be included in the agreements. Mr. Boynton noted that the existing plant has been running for 40 years, clarifying that typically there would be a renewal of an existing agreement when the end of the first agreement term is approaching.

Mr. Adams asked about an oil spill from 1977 and the concern that once the contaminated soils are disturbed, the remaining oil will move into the water table or into private wells. Mr. Boynton responded that whatever action is taken will be done in conjunction with DEP. Selectman Trindade reported that the Town has cleaned up areas where contaminated soils have been discovered in conjunction with paving or other projects.

Responding to Mr. Adams' question about water usage, Mr. Boynton stated that the Town is not proposing to supply the water at this time. Brief discussion followed in which it was noted that the residents of Medway would not be able to vote on any proposed agreement with another community. Any inter-municipal agreement would have to come before the Board of Selectmen. Mr. Adams emphasized that he is not against economic development but has serious concerns about this one and the environmental impact.

Mr. Chris Ash wanted to know how the Town can increase awareness of these types of facilities. Mr. Boynton responded that the state monitors the facilities and, if there are violations, there are fines. He also stated that the Town is hiring consultants to help get some answers about the particulates and how they compare to other common sources of them, such as fire pits, bonfires, etc. He further stated that they do not want to provide answers now in case they are not correct. Selectman Trindade stressed that Massachusetts has one of the most stringent set of regulations relative to power plants. He encouraged residents to learn about single cycle fuel plants as well as combined cycle fuel plants to better understand how these plants work. Discussion followed.

Mr. Jeff Hall stated that he works with several communities as a broadcast engineer, utilizing multimedia and other types of communications. He strongly encouraged that the Town figure out how to get the word out to people. Perhaps there should be a subcommittee that could assist with better communications such as increased signage, flyers home with students, etc.

Appointment – Alex Burinskiy, Historical Commission:

The Board reviewed the following information: (1) Email of interest dated September 2, 2015; (2) Resume of Alex Burinskiy; and (3) Email dated August 31, 2015 from Jeanne Johnson, Chair, Historical Commission, to Town Clerk supporting appointment.

Present: Alex Burinskiy.

Mr. Burinskiy stated that he was a history major in college and finds it very interesting. He started attending meetings and would like to take a larger role.

Selectman Trindade moved that the Board of Selectmen appoint Alex Burinskiy to the Historical Commission for a three-year term to expire of June 30, 2018; Selectman D'Innocenzo seconded. No discussion. VOTE: 5-0-0.

Approval – Bond Anticipation Note (BAN), \$2,654.348:

The Board reviewed relevant documentation associated with this Bond Anticipation Note.

Present: Melanie Phillips, Finance Director/Treasure-Collector.

Ms. Phillips briefly explained the Town's current bond rating of AA+, assuring the Board that it would eventually get to AAA, the top rating. A lot of credit goes to the Board of Selectmen and former Town

Administrator Suzanne Kennedy who held tight control over fiscal management in addition to Ms. Phillips' skill set. She briefly outlined the components of the BAN.

Selectman Trindade moved that the Board of Selectmen approve the award of the \$2,654,348 Bond Anticipation Note dated September 15, 2015 at the rate of 0.449% NIC, which includes a \$20,848 premium; Selectman White seconded. No discussion. VOTE: 5-0-0.

At this time, Selectman Crowley asked Ms. Phillips to update the Town's debt schedule and send the report to the Board.

Approval – Ecological Study for Adams Street Management Area, Conway School of Landscape Design:

The Board reviewed the following information: (1) Memorandum dated September 9, 2015 from Bridget Graziano, Conservation Agent; (2) Draft acceptance letter to Kristin Thomas, Administrator, The Conway School Graduate Program in Sustainable Landscape Planning & Design; (3) Document entitled "Proposed Management Goals for Medway's Open Space and Conservation Lands"; (4) Document entitled "Conway School-Scope of Work for Adams Street Management Area"; and (5) Document entitled "Choate Park, Cassidy Fields, Medway High School Walking Trails."

Present: Bridget Graziano, Conservation Agent.

Ms. Graziano briefly explained that the subject parcel is not specifically under the jurisdiction of the Conservation Commission but under just the Town's jurisdiction. There are some trails, wetlands, and unmanaged areas in the total acreage of 47 acres. She stated they would like to include a number of parcels in this study and displayed the new map. This matter currently has an associated placeholder article on the Fall Town Meeting warrant. She indicated it has the support of the Community Preservation Committee; they will vote at their October meeting, and she plans to attend. She described the potential of future projects utilizing the land, passive recreation, trail connections, etc. The purpose of the study is to evaluate the land to see what options might be available to use, as well as to protect it.

Selectman Trindade moved that the Board approve the proposal that the Conway School of Landscape Design complete an ecological study for Adams Street Management Area and that the matter is placed on the Fall Town Meeting Warrant; Selectman White seconded. No discussion. VOTE: 5-0-0.

Discussion – Survey Results, Charge for Additional Recycling Carts:

The Board reviewed the following information: (1) Document entitled "Medway Trash and Recycling Program Comparison to Other Local Communities"; and Document entitled "Cost Analysis for Additional Carts Only".

Present: Tom Holder, Director, Department of Public Services.

Mr. Holder reminded the Board of previous discussions relative to residents requesting second and third recycling carts, and the costs associated with those carts. At the Board's request, the department developed a fairly comprehensive survey that includes data from neighboring communities. Chairman Foresto suggested the spreadsheet be placed on the Action Items list to revisit at a later date as there is a lot of information to process. Tonight's discussion would then be limited to one about recycling carts.

Selectman Crowley asked that Mr. Holder focus his comments on the second and third cart. Mr. Holder reported that the pickup charge for a recycling cart is \$4.43. The annual service fee is \$35 per

household and there are 3,700 carts. An additional 337 carts have been issued in response to resident requests. He explained the various options that would be available to the Town.

Selectman Trindade expressed surprise that the recycling rate was only 27%. He thought Medway's rate was higher. Mr. Holder responded that this figure reflects only the curbside collection.

Selectman Crowley suggested that, going forward, inform residents that have second carts that they will pay an annual fee of \$50 for that second cart to be serviced and provide the cart at no charge. There may be people who would re-evaluate their need for that second cart and perhaps turn it in.

Selectman White expressed concern that there was no prior discussion of a possible additional charge. Mr. Holder responded that the department did not anticipate the high demand for a second cart. If the Board is agreeable to taking back the second carts, no one is harmed. Those carts would be placed in inventory to be used again. Selectman Crowley theorized that some people got the second carts and are using them for other things, not recycling. Discussion followed.

Chairman Foresto suggested that the department take back the extra carts and then propose to charge for the second cart after 1-1-16. This allows a period of time during which people can return the carts to avoid the annual service charge. Lastly, there would be an exemption from the fee based on the number of people in a household; the calculation could be worked out with the Town Clerk using census information. On future requests for carts, there is a fee for the cart, and then the annual \$50 fee for the collection charge.

Mr. Holder asked Board members to filter any additional questions through the Town Administrator.

Authorization of Chairman To Execute Contract for Owner's Project Manager Services – New DPS Facility, Compass Project Management, Inc., \$404,252 [base contract]:

The Board reviewed a proposed Contract.

Present: Tom Holder, Director, Department of Public Services

Mr. Boynton explained the contract process for all bids received. This contract has allowed for reimbursable expenses.

Selectman Trindade that the Board authorize the Chairman to execute the base contract for Owner's Project Manager services with Compass Project Management, Inc. in the amount of \$404,252 and to further accept hourly charges and rates and reimbursement costs as stipulated; Selectman White seconded. This will be paid out of the short-term borrowing the Finance Director mentioned this evening based on previous Town Meeting approval. No further discussion. VOTE: 5-0-0.

Approval – Designation as Special Municipal Employees, Tax Valuation Consultant and Exelon Tax Consultant:

The Board reviewed correspondence dated August 31, 2015 from Mr. George Sansoucy.

Mr. Boynton reported that Mr. Sansoucy is the renowned expert in utility valuation. The Town is using Mr. Sansoucy as a consultant in reviewing some of the Exelon information. Designating the positions as Special Municipal Employees allows Mr. Sansoucy to perform necessary tasks without any conflict of interest.

Selectman Trindade moved that the Board approve designating the positions of tax valuation consultant and Exelon tax consultant as Special Municipal Employees; Selectman White seconded. No discussion. VOTE: 5-0-0.

Approval – One-Day Liquor License Applications:

The Board reviewed the following information: (1) Applications and Police Chief recommendations for the following applicants for events at the Thayer Homestead: Katherine Green, 10-2-15; Dawn Jasper, 10-10-15; and Lupe Lomeli/Nick Biello, 10-18-15; and (2) Application and Police Chief recommendation for Medway VFW Post 1526 at 123 Holliston Street.

Selectman Trindade moved that the Board approve one-day all alcohol licenses for Katherine Green and Dawn Jasper and one-day wine & Malt licenses for Lupe Lomeli/Nick Biello and the Medway VFW Post 1526 as outlined subject to fulfillment of the Police Chief's recommendations and receipt of all insurance documentation; Selectman White seconded. Chairman Foresto explained that the Police Chief has expressed concern for traffic issues during larger events and may enforce requirements for police details. No further discussion. VOTE: 5-0-0.

Action Items from Previous Meeting:

The Board reviewed the Action Items list.

Mr. Boynton briefly reviewed items on the list.

Approval of Warrants:

The Board reviewed Warrants 16-11A and 16-12.

Selectman D'Innocenzo, Clerk, read aloud the Warrants 16-11A and 16-12, dated 9/17/2015 presented for payment as follows:

16-12	Town Bills	\$1,621,721.97
16-11A	School Payroll	<u>1,694.65</u>
	TOTAL	\$1,623,416.62

Selectman Trindade moved that the Board approve the Warrants as read; Selectman White seconded. No discussion. VOTE: 5-0-0.

Approval of Minutes:

The Board reviewed draft minutes from Selectmen meetings held on April 21, 2015; June 1, 2015; and August 27, 2015.

Selectman Trindade moved that the Board approve the minutes of April 21, 2015 and August 27, 2015, as drafted; Selectman White seconded. No discussion. VOTE: 5-0-0.

Regarding the minutes from June 1, Selectman Crowley asked that changes made in a letter discussed at the meeting be specified in the minutes, referencing page 5 on line 4. These minutes will be brought back after revision.

Town Administrator's Report:

Mr. Boynton reported that the draft Fall Town Meeting Warrant would be sent to the Board tomorrow. There are a large number of zoning articles which goes against the Town Charter guidelines. Fall Town Meeting is intended to handle financial articles. Brief discussion followed on the timeline and meetings of the Selectmen, Finance Committee and Planning Board.

Additionally, Mr. Boynton updated the Board on proposed flagpoles for the Town Hall and Matondi Square.

Selectmen's Reports:

Selectman Crowley announced that the Lt. Governor was coming to Medway on Thursday. He also extended condolences to the family of Carlo Molinari, who had been active in the community. Lastly, he asked the Town Administrator for a recap on the McGovern School funding from all the sources to determine closing out the project and reallocating the remaining funds.

Chairman Foresto reported that the Memorial School sent a thank you card signed by staff members at the school for the work the DPS did over there.

Executive Session:

At 9:05 PM Selectman Trindade moved that the Board enter executive session under Exemption 6 to consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body [Adams Street property] with no intent to return to public session; Selectman White seconded. No discussion. Roll call vote: 5-0-0 (Crowley, aye; D'Innocenzo, aye; Foresto, aye; Trindade, aye; White, aye).

Respectfully submitted,
Jeanette Galliardt
Night Board Secretary

DRAFT

Board of Selectmen's Meeting
October 3, 2015 – 8:45 AM
Town Administrator's Conference Room
Town Hall, 155 Village Street

Present: Vice Chairman Maryjane White, Clerk Richard D'Innocenzo and Selectmen Glenn Trindade.

Chairman John Foresto and Selectmen Dennis Crowley were absent.

Vice Chairman White called the meeting to order at 8:45 AM.

**Approval – One Day Alcohol License Application – Tim and Amanda Newman – Thayer Homestead,
October 6, 2015:**

The Board reviewed the Special One-Day Liquor application submitted by Tim and Amanda Newman and a memorandum dated September 30, 2015 from Police Lt. William Boultenhouse.

Mr. D'Innocenzo moved, seconded by Mr. Trindade, to approve a one-day wine & malt license and application for Tim and Amanda Newman for an event to be held at the Thayer Homestead on October 6, 2015 with the proviso that the conditions set forth by the Police Department were met. It was unanimously voted: 3-0-0.

At 8:50 AM, Mr. Trindade moved to adjourn; Mr. D'Innocenzo seconded. No discussion. VOTE: 3-0-0.

**Board of Selectmen's Meeting
October 19, 2015 -- 7:00 PM
Sanford Hall, Town Hall
155 Village Street**

Present: John Foresto, Chair; Maryjane White, Vice Chair; Richard D'Innocenzo, Clerk; Dennis Crowley, Member; and Glenn Trindade, Member (7:10 PM).

Staff Present: Michael Boynton, Town Administrator; Allison Potter, Assistant Town Administrator; Margaret Perkins, Director, Medway Public Library.

Chairman Foresto called the meeting to order at 7:00 PM and led the Pledge of Allegiance.

Approval – Notice of Grant Award – Library Services and Technology Act [LSTA] Grant - \$7,500:
The Board reviewed a Notice of Grant Award, dated October 6, 2015.

Present: Margaret Perkins, Director, Medway Public Library.

Ms. Perkins reported that this is a federal grant, and Medway's application emphasized grades 5-8, materials and a staff person to facilitate the program. A 4-H instructor will be teaching the program.

Selectman D'Innocenzo moved that the Board of Selectmen approve the Library Services and Technology Act Direct Grant Program award in the amount of \$7,500; Selectman White seconded. No discussion. VOTE: 4-0-0. [Selectman Trindade had not yet arrived.]

Public Comments:

A Highland Street resident identifying himself as Jeff expressed concern about the proposed Exelon expansion, noting he has done a lot of research to find out more and help promote awareness. A study just released in *Science Daily* published by the Harvard School of Public Health might provide additional information. He asked that the Board as well as the consultants review the document. He is also concerned about the signing of a PILOT agreement before the public forum takes place. A lot of facts need to be reviewed. He questioned whether the Board is concerned about the health and wellbeing of the community and asked the Selectmen to take their time evaluating all the facts on the expansion, not just the money it could bring in.

A Highland Street resident identifying herself as Heather stated she has lived in Medway for 12 years. She expressed concern that the agreement will be signed before the public forum and finds that disturbing. This expansion protects neither the health of Medway citizens nor the environment.

Mr. Brian Adams, 2 Milford Street, submitted for public record an article out of *Bloomberg Business*. He said they moved here because they like the historic district and the Medway's cleaner environment. He listed numerous concerns, explaining that he will write to the Siting Board to express them. He asked the Board to oppose the expansion, pointing out that it does not protect natural resources or the environment, nor does it have the best interests of the residents in mind.

Mr. John Codman, 405 Village Street, stated he lives approximately 1/3 mile from the power plant, noting that he has owned stock in the company since 1987, even before it became Exelon. This was at a time when nuclear power plants were popular, and he bought the stock because he believed in the concept. Now Exelon is building fossil fuel plants. He is directly downwind from the plant, and if the plant is built, he will leave Medway. He is positive his property value will not be maintained if the plant expansion goes forward. He hopes that the Town or state will provide mitigation should property values suffer. Exelon's position is that people are already living near the power plant so the expansion will not have much impact on property values.

Mr. Doug Sibley, 403 Village Street, acknowledged that the use of diesel fuel in the plant will help lower utility bills across the state, but stated he believes that Medway will suffer from this process. He briefly reviewed his position on the expansion, most notably that one of his children suffers from asthma and this may make it worse. He urged that the Board delay a vote on the Host Community agreement and the PILOT agreement until the public has had a chance to speak. Additional revenue to the Town does not make up for the damage to air quality.

Mr. Brian Gagnon theorized that voting on the agreements tonight is a disservice to the Town. He asked if documents are signed whether there would be any recourse if the Town changes its mind after the public forum. Mr. Boynton responded that signing tonight allows the Board to put into play the mitigation that would be due the Town if the expansion is permitted to go forward in Medway. The consultants have weighed in on these agreements which provide a place to start negotiating. Attorneys have also played a great part in developing these agreements from both a legal and technical standpoint. Additionally, the Siting Board does not provide (nor accept) public opinion polls in its processes. The work that this Board is doing is intended to protect the Town. Mr. Gagnon urged the Board to take its time and hear what the public has to say before moving forward. Selectman Crowley urged Mr. Gagnon to attend the public forum where the consultants will explain what the maps and other documents represent to avoid misconception and misunderstanding.

Mr. Chris Ash, 43 Cedar Farm Road, reported that he enjoyed time at the soccer fields recently and got a feel of what the community has to offer. He and his family moved to Medway six years ago looking for a sense of community. He expressed concern that many people in town do not know this is happening. He urged the Board to postpone the signing of the agreements until after the public forum. One week of delay will not hurt. If this plant is built, there will be a lot more particulates entering the atmosphere.

Ms. Traci Stewart stated that six generations of her family have lived here. People did not know about this project and did not learn about it until the letter came out. She expressed concern about how the project has been publicized and communication with residents. She asked that the Board table the host agreement until it hears what people have to say on Wednesday evening. The well has not been given a permit by the Board of Health, although she did not know who governs that. She wondered who keeps track of how many gallons will be used and if it is too much. She asked if there is a timeline that residents can see.

A Willow Tree Road resident stated he did not see a disadvantage in postponing the agreement. People should be able to weigh in on some components, i.e., property value fund, sunset clause, etc. He expressed concern about speed of permit issuance and the potential water use. It is early in the process and things can still change.

Mr. John Codman said he did not realize that a well was proposed for the property. He asked how they would be able to use that much water out of a well and not affect private wells in the area. He suggested consideration of some kind of mitigation if problems with wells are the result.

Another resident identifying herself as Rachel asked the Board to please slow down and consider the environmental aspects. She expressed concern for the traffic in and out of the site, both during construction and after. She asked about the storm runoff, impact on the roadways, and the storage of chemicals onsite.

Mr. Paul Mahoney stated he is in support of the expansion though he acknowledged that the residents have expressed good ideas. He emphasized the fact that the use of new natural gas turbines is part of an initiative from the EPA, preferable to the coal-fired plants that are currently in existence. The federal government's "greening" initiative is bringing these plants forward. There has already been a plant here for at least 30 years, and this is an upgrade to the existing facility. Mr. Mahoney admitted he is not in the know about a lot of things, but he knew about this. Exelon hosted a booth at Medway Pride Day this year. He said the EPA wants to limit greenhouse gas, and it has become a NIMBY issue (Not In My Back Yard). It is a fact of life that everyone will have to live with until there is a completely green solution. The revenue that comes to the Town will go a long way toward preserving and improving the things the community already has. Mr. Mahoney thanked the Board for all the work it has done to get the most out of Exelon.

Approval – Notice of Grant Award – Sustainable Materials Recovery Program Grant - \$5,000:

The Board reviewed a Notice of Grant Award, dated October 13, 2015.

Mr. Boynton stated this is an annual grant received from DEP. The funds will be used for public outreach and equipment to support collection, bins, roll off containers, etc.

Selectman Trindade moved that the Board of Select men approve the Sustainable Materials Recovery Program grant award from Massachusetts Department of Environmental Protection in the amount of \$5,000; Selectman D'Innocenzo seconded. No discussion. VOTE: 5-0-0.

Discussion/Vote – Exelon Project Host Community and PILOT Agreements:

The Board reviewed the following information: (1) Host Community Agreement between Town of Medway and Exelon West Medway II, LLC; and (2) Payment in Lieu of Taxes [PILOT] Agreement between Town of Medway and Exelon West Medway II, LLC.

Mr. Boynton explained that these agreements were generated by the Town's legal team and consultants. Historically, the Siting Board has not denied peaker plants. The relevant discussion falls to what is the best leverage of the Town and what mitigation can be put into place. He noted the discussion on property value impact has made it into only a couple of host community agreements. If the Town were to take a position of non-support, it loses the right to enact any kind of mitigation if the expansion goes forward. Each component was considered based on what department would be necessary to track compliance, and what factors are enforceable. The Town may impose certain rules and requirements on Exelon should the expansion be permitted. A host community agreement is always to protect the Town; it does not move the project forward any faster. He added that people can write letters to the Siting Board.

It was clarified that any PILOT agreement has to be approved at Annual Town Meeting before it is forwarded to the Department of Revenue for review and approval.

Selectman Trindade stated he went back and read a lot of Siting Board decisions, noting that they were based on a number of factors, including whether there was an existing site, proximity to gas supply and proximity to the energy grid. The Siting Board's job is to make sure that the state has the energy infrastructure that the state needs to meet supply, as well as meet the laws of the Commonwealth. Exelon does not have to agree to a host community agreement or a PILOT agreement.

Selectman D'Innocenzo pointed out that the Board is not saying where the plant will be as that decision is made by the EFSB. The purpose of this agreement is to protect things that the Town is concerned about.

Selectman White asked for clarification on the impact of a delay in signing the agreement. Mr. Boynton stated that the agreement is between the Town and Exelon. It is unclear if there would be any problem in waiting. Two reasons to hold off might be (1) a perception that enough people will attend to persuade the Town to change its direction and (2) that something new comes up that would prompt renegotiation. The Town was able to prevail on some important things contained within the agreement, such as protecting water usage, even though the agreement does not indicate endorsement of the project. The agreement does not expedite the permitting process; the permitting boards will be able to use their statutory powers to fully evaluate the components of each application. The Board wanted to be able to say it knows the following things have been agreed to. Exelon has signed the agreement.

Ms. Stewart asked again to postpone signing the agreement as there may be new information Wednesday night.

Mr. Boynton stated that the consultants have indicated that the components of the agreement are not harmful to the Town. Selectman Crowley stated that the Board pushed Exelon to sign the agreement so that it could be brought to the residents at the public forum. Otherwise, there would have been little information to share. The Board could not have told the other side of the story, and another public forum would have to be held.

Mr. Adams emphasized that we are only asking for another week or so and asked the Board to give that week in order to listen to citizens.

Mr. Boynton clarified that the desire of the Board is to provide information at the forum. People may speak against the expansion, but the most the Town can do on that front is submit that information to the EFSB.

Selectman Trindade noted that every state has one of these boards. The EFSB can overrule any decision the Town makes. The EFSB hearing starts in December. The likelihood that the Town would prevail in any lawsuit is miniscule. The host agreement provides revenue and other things to help protect the community. Everyone here can contact members of the EFSB. Selectman Trindade encouraged residents to read the EFSB rules and procedures. The EFSB is charged with making sure that the state has enough energy to meet the demand.

Selectman Crowley stated that the EFSB has never chosen not to issue a license for a "peaker" plant. Over the last few years, this plant has averaged a mere 80 hours of operation in a year. Mr. Boynton added that the turbines are not designed to run 24 hours a day, seven days a week. This is a quick-start

plant, up to fully functional status within 10 minutes. To be a full blown power plant, it would be a combined cycle plant.

Selectman Crowley pointed out that the Board has been working on this for five months with over 250 questions submitted to the consultants. Ms. Stewart commented that opposition is not necessarily the goal but the Board should be open to the possibility of new questions from residents. There could be new information that would benefit the host agreement.

Selectman Crowley responded that the Board anticipated which departments and permits would be necessary, a process which would take several months to finalize. If any one of those boards rules against them on a legal point, Exelon can simply go to the EFSB to overrule it.

Chairman Foresto stated he had the opportunity to speak with Medway's special counsel to ask if the Board had any options to stop the project if it did not want the expansion. He was informed the Town has no basis at all to stop this. Further, the special counsel would not take the case if the Town tried to do so.

Selectman Trindade moved that the Board of Selectmen vote to execute the *Host Community Agreement* between the Town of Medway and Exelon West Medway II, LLC; Selectman White seconded. No discussion. VOTE: 5-0-0.

Vote – Fall Town Meeting Warrant Article Recommendations:

The Board reviewed the revised Fall Town Meeting Warrant.

At this time, Mr. Boynton summarized each article and the Board voted its recommendation on each.

Selectman Trindade moved that the Board recommend Article 1: Fiscal Year 2016 Operating Budget Transfers, as presented; Selectman D'Innocenzo seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board recommend Article 2: Purchase Dump Truck, as presented; Selectman D'Innocenzo seconded. Brief discussion followed on Article 2 with the following amended wording proposed by Selectman Trindade: "To see if the Town will vote to transfer from free cash the sum of \$165,000 for the purpose of funding the purchase of a dump truck and associated equipment, said appropriation to be expended by June 30, 2016, with unexpended funds as of June 20, 2016 being returned to the General Fund, or to act in any manner relating thereto" and to add the revised Article to the Warrant. Selectman White seconded the amendment. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board recommend Article 3: Repair Winthrop Street Culvert, as presented; Selectman D'Innocenzo seconded. After brief discussion, Selectman Trindade moved that the words "raise and appropriate, borrow or transfer from available funds" be changed to "transfer from free cash" and to add the revised article to the Warrant; Selectman D'Innocenzo seconded the amendment. No further discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board recommend Article 4: Repurpose Funds – Water Meter Replacement Project to Water Main Replacement Project, as presented; Selectman D'Innocenzo seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board recommend Article 5: Repurpose Funds – Athletic Fields Project to High School Baseball Field Improvements, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board recommend Article 6: Repurpose CPA Funds – Water Meter Replacement Project to Water Main Replacement Project, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board recommend Article 7: Land Acquisition – 54R Adams Street, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board recommend Article 8: CPA Appropriation – Ecological study of Adams Street Area, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board recommend Article 9: CPA Appropriation – Trail Design and Engineering, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 4-1-0 – Selectman Crowley opposed.

Mr. Crowley said he had a real problem with the trail going behind Larussi Way. He wants to see a map and where the trail is intended to go. Mr. Trindade said this article is to fund the engineering study to form a trail. There will be input from the community and applicable boards and commissions as to its path. Additionally, funding would need to be voted a future Town Meeting in order to construct the trail.

Selectman Trindade moved that the Board recommend Article 10: CPA Appropriation -- Storywalk, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board recommend Article 11: CPA Appropriation – Update Parks, Open Space and Athletic Fields Master Plan, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board recommend Article 12: Repurpose Funds – Water Meter Replacement Project to Water Main Replacement Project, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board recommend Article 13: Prior Year Bills, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board recommend Article 14: Amend General Bylaw – Penal Laws, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board recommend Article 15: Amend General Bylaws – Affordable Housing Trust, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board recommend Article 16: Street Acceptance – Pine Meadow Road and Lantern Lane, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board recommend Article 17: Amend Zoning Bylaw – Additional Definitions, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board recommend Article 18: Revise Zoning Bylaws – Nonconforming Uses and Structures, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board recommend Article 19: Amend Zoning Map – Multifamily Overlay District, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board recommend Article 20: Amend Zoning Bylaws – Design Review Process, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board recommend Article 21: Amend Zoning Bylaw – Sign Regulations, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board recommend Article 22: Amend Zoning Bylaw – Schedule of Uses Table, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board recommend Article 23: Amend Zoning Bylaw – Registered Marijuana Dispensary Host Community Agreement, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board recommend Article 24: Amend Zoning Bylaw – Home Based Business, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board recommend Article 25: Amend Zoning Bylaw – Adaptive Use Overlay District, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

Approval – One-Day Liquor License Application:

The Board reviewed the following information: (1) Application from Chase Barrett for Thayer Homestead, October 31, 2015; and (2) Memorandum from Police Chief. It is noted that the Town Administrator’s Office is still awaiting information on insurance coverage and will withhold license until all documentation is in order.

Selectman D’Innocenzo moved that the Board approve one-day wine & malt license for Chase Barrett subject to fulfillment of the Police Chief’s recommendations, when received, and receipt of required insurance documentation; Selectman Trindade seconded. No discussion. VOTE: 5-0-0.

Action Items from Previous Meeting:

The Board reviewed the Action Item List.

After brief discussion, it was agreed that #9 – Review Master Plan could be removed.

Approval of Warrants:

The Board reviewed Warrants 16-17S, 16-17SP and 16-17P.

Selectman D’Innocenzo, Clerk, read aloud Warrants 16-17S, 16-17SP and 16-17P, dated 10/22/15, presented for approval:

16-17S	School Bills	\$ 288,144.46
16-17P	Town Payroll	\$ 308,104.41
16-17SP	School Payroll	<u>\$ 800,476.28</u>
	TOTAL	\$1,396,725.15

Selectman Trindade moved that the Board approve the Warrants, as read; Selectmen White seconded. No discussion. VOTE: 5-0-0.

Approval of Minutes:

The Board reviewed draft meeting minutes from Selectmen meetings held on June 15, 2015; July 14, 2015; July 14, 2015 (Joint meeting with Planning and Economic Development Board); July 14, 2015; July 20, 2015; August 12, 2015; and August 17, 2015.

Review of the minutes was postponed.

Town Administrator’s Report:

Mr. Boynton opted to postpone his report.

Selectmen’s Reports:

Selectman White announced that Medway Animal Control Officer Brenda Hamblin was named Animal Control Officer of the Year by the MSPCA. Only one individual is selected each year in Massachusetts. Brief discussion followed on this honor.

Chairman Foresto extended congratulations to the Water Department on their rebate program.

It was reiterated that the public forum on the proposed Exelon expansion is Wednesday, October 21 at the high school at 7 PM. The intent is to share information with as many residents as possible.

At 9:15 PM Selectman Trindade moved to adjourn; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

Respectfully submitted,
Jeanette Galliardt
Night Board Secretary

**Board of Selectmen's Meeting
November 30, 2015 – 8:00 AM
Sanford Hall, Town Hall
155 Village Street**

Present: John Foresto, Chair; Maryjane White, Vice-Chair; and Glenn Trindade, Member.

Staff Present: Michael Boynton, Town Administrator; Allison Potter, Assistant Town Administrator.

At 8:02 AM Chairman Foresto called the meeting to order and led the Pledge of Allegiance.

Discussion – Questions Posed by Energy Facilities Siting Board with Respect to Exelon Expansion Proposal

The Board had for its review the draft responses to the questions posed by the Energy Facilities Siting Board (EFSB).

Mr. Boynton stated the draft responses to the EFSB were prepared by Special Counsel with the Board's perspectives incorporated. Attorney Ernst had suggested that the term "significant noise" be defined and that was included in the draft responses the Board is considering.

Mr. Foresto asked whose responsibility it was to respond to the EFSB's questions. Mr. Boynton replied that he asked counsel that question and counsel answered that the Board of Selectmen, as the Chief Executive Officer of the Town, has full authority to respond on behalf of the Town.

Mr. Trindade moved that the Board of Selectmen approve the responses to questions posed by the Energy Facility Siting Board as presented, and to direct the Town Administrator and Special Town Counsel to transmit them to the EFSB; seconded by Ms. White. It was so voted 3-0-0.

Mr. Boynton stated that Mr. Bernstein's firm would put the response together for submission to the EFSB by the Friday deadline.

Mr. Trindade asked that the responses also be posted on the website.

At 8:04 AM, Mr. Trindade made a motion to adjourn. Ms. White seconded the motion and it was so voted, 3-0-0.

**Board of Selectmen's Meeting
Monday, December 7, 2015 – 7:00 PM
Sanford Hall
155 Village Street**

Present: John Foresto, Chair; Maryjane White, Vice Chair; Dennis Crowley, Member; Glenn Trindade, Member.

Absent: Richard D'Innocenzo, Clerk.

Staff Present: Michael Boynton, Town Administrator; Allison Potter, Assistant Town Administrator; Carol Pratt, Finance Director; Tom Holder, Director, Department of Public Services; Susy Affleck-Childs, Planning and Economic Development Coordinator; Stephanie Mercandetti, Director, Community and Economic Development.

At 7:00 PM Chairman Foresto called the meeting to order and led the Pledge of Allegiance.

At 7:01 PM Selectman Trindade moved that the Board enter Executive Session under Exemption 6 to consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body [4-5 Kingson Ln]; Selectman White seconded. The chair did so declare. No discussion. Roll call vote: 4-0-0 (Crowley, aye; Foresto, aye; Trindade, aye; White, aye).

At 7:16 Chairman Foresto reconvened Public Session.

Public Comments:

There were none.

Vote – Assignment of Right to Purchase 4-5 Kingson Ln to Affordable Housing Trust

The Board reviewed a document entitled CHAPA notification RE: Town's 30-day right of first refusal.

Chairman Foresto reported that the Board discussed this in executive session this evening, briefly reviewing the highlights of the discussion. He noted further that the Board voted as follows:

To assign the right of first refusal to purchase contained in the rider of the deed for Unit 4-5 Kingson Lane, Medway, recorded with the Norfolk District Registry of Deeds in Book 16760, Page 205, to the Trustees of the Town of Medway's Affordable Housing Trust. Motion passed unanimously.

Authorization of Chairman to Execute Contract with Beals and Thomas for Trail Design and Engineering Services - \$35,000

The Board reviewed a Proposed Contract.

Present: Susy Affleck-Childs, Planning and Economic Development Coordinator; Jim Wieler; Michael Murphy (neighborhood representative).

Ms. Affleck-Childs stated that this group will do a segment of the trail. While the Town did not have to go through a formal bid process, it solicited bids from six different firms. This particular one has a great reputation for trail design. She is asking for authorization to execute the contract at this time.

Mr. Michael Murphy stated he is serving as the Iarussi Way neighborhood representative on the task force, noting his ten years of history with this area. He stated that he hopes the engineering study can provide information on the best placement, most usability, least cost, etc.

Selectman Crowley asked about the other abutters and their representation. Mr. Wieler responded that there are not any other abutters, adding that the intent of the task force is to assure that the work associated with the contract stays on track.

Selectman Crowley asked if the dollar amount includes costs for plans, design, maps, etc. Ms. Affleck-Childs responded that it does, noting that a lot of the physical work will be done by volunteers while some of the more specialized work will be contracted out. A bid process for some work will be used. Mr. Wieler added that they are also applying for some grant funds.

Brief discussion followed on whether bikes will be using this trail and it was clarified that it will be a natural trail and stone dust will not be part of the design. Selectman Crowley asked about public meetings. Ms. Affleck-Childs responded that none are specifically listed in this contract, but they do public outreach at the appropriate times. She stated that they felt the best use of this individual's time was in the design work. Mr. Wieler noted that Item 6 in the contract references an outreach to Iarussi Way residents. Discussion followed.

Selectman Trindade moved that the Board authorize the Chairman to execute a contract in the amount of \$30,500 with Beals and Thomas as presented; Selectman White seconded. No discussion. VOTE: 4-0-0.

Change of Manager Request – Medway Veterans Building Assoc., Inc. d/b/a Medway Post 1526 VFW:
The Board reviewed application materials required by the Alcohol Beverages Control Commission (ABCC).

Present: John Larney, proposed Manager.

It was noted that any change in Manager for an establishment with a liquor license must be approved by the Board of Selectmen.

Selectman Trindade moved that the Board approve a change of manager for Medway Post #1526 VFW from Lawrence Landry to John Larney, as proposed; Selectman White seconded. No discussion. VOTE: 4-0-0.

Approval – Purchase of 54R Adams St:

The Board reviewed the following information: (1) Amended P&S signed by the Lees; and (2) Quitclaim deed signed by the Lees.

Mr. Boynton stated the documents had to be amended due to an incorrect parcel reference, emphasizing that the actual property is the same. Discussion followed on whether a hazardous waste survey needed to be done. A site walk revealed that there was little concern for hazardous waste as the land is mostly “wet”, though there is an abandoned vehicle. It was a fairly inactive farming site.

Selectman Trindade moved that the Board of Selectmen vote to ratify and execute the Amended Purchase and Sale Agreement between the Town of Medway and George F. Lee and Charlotte A. Lee dated October 15, 2015, and amended December 7, 2015, to purchase the land situated at 54R Adams Street, Medway, Norfolk County, MA and to accept the deed from George F. Lee and Charlotte A. Lee to the Town as authorized by, and pursuant to, the terms of the vote under Article 7 of the November 16, 2015 Fall Town Meeting; Selectman White seconded. No discussion. VOTE: 3-0-1 (Crowley abstain).

Authorization to Expend Grant Funds – Sustainable Materials Recovery Program Grant - \$16,000:
The Board reviewed the following information: (1) Grant correspondence; and (2) Grant expenditure authorization form.

Present: Tom Holder, Director, Department of Public Works.

Mr. Holder reported that the grant funds are from Mass DEP and are intended to augment costs incurred in recycling mattresses. They will be collected in a separate container. Responding to a question from the Board, Mr. Holder clarified that the department receives the funds only as a reimbursement after invoices are submitted and processed.

Selectman Trindade moved that the Board accept and authorize grant funds from Mass DEP as a Sustainable Materials Recovery Program Grant in the amount of \$16,000; Selectman White seconded. It was clarified that this was only for mattresses. No further discussion. VOTE: 4-0-0.

Mr. Holder announced that Medway was being recognized by Mass Recycling for its recycling efforts.

Authorization of Chairman to Execute Contract for Urban Renewal Plan – BSC Group - \$78,400:
The Board reviewed the following information: (1) Proposed contract; (2) RFP – electronic packet only; and (3) BCS's proposal – electronic packet only.

Present: Stephanie Mercandetti, Director, Community and Economic Development.

Ms. Mercandetti stated a Request for Proposals was issued with lots of interest but only three bids. Interviews were held, and Redevelopment Authority voted to recommend award of the contract to BSC Group.

Selectman Trindade moved that the Board authorize the Chairman to execute a contract in the amount of \$78,400 with BSC Group for the development of an urban renewal plan following the approval as to form by Town Counsel and the acknowledgement of sufficient funds by the Town Accountant; Selectman White seconded. Brief discussion followed on the progress of determining property owners in the Oak Grove area and why the Redevelopment Authority was created. VOTE: 4-0-0.

Change of Sunday Hours Request – Medway Beverages d/b/a Keystone Liquors:
The Board reviewed the following information: (1) ABCC Retail Alcoholic Beverages License Application; and (2) Corporate Vote.

Selectman Trindade moved that the Board approve a change of Sunday opening time for Keystone Liquors to 10 AM; Selectman White seconded. No discussion. VOTE: 4-0-0.

Presentation – Five Year Budget Forecast:
The Board reviewed Five-Year Budget information.

Present: Carol Pratt, Finance Director.

Mr. Boynton reported that, while this forecast does not include any revenues from Exelon, the budget situation looks pretty good. What is needed this evening is the go-ahead to distribute the policy to department heads. Brief discussion followed.

Discussion/Vote – Board of Selectmen Fiscal Year 2017 Budget Policy

The Board reviewed a document entitled “Board of Selectmen Fiscal Year 2017 Budget Policy” (draft).

Selectman Trindade moved that the Board approve the Fiscal Year 2017 budget policy as presented; Selectman White seconded. Chairman Foresto noted that this is a fresh way of presenting this information. Briefly discussion followed. VOTE: 4-0-0.

Mr. Boynton stated the target for the first draft of the budget is mid-January. The Governor’s budget comes out about the third week of January.

Approval – Continuation of Membership in MetroWest Veterans’ District and Appointment Of Representative to Board of Directors:

The Board reviewed the following information: (1) Proposed statement by Medway re: its continuation with the MetroWest Veterans’ District; and (2) FY2014 Amendment to District Agreement, including amendments, 2011 District Agreement.

Selectman Trindade moved that Medway continue its membership in the MetroWest Veterans’ Services District and that Michael Boynton remain the Board of Selectmen’s representative on the District’s Board of Directors; Selectman White seconded. No discussion. VOTE: 4-0-0.

Approval – One-Day Liquor License Applications:

The Board received the following applications for One-Day Liquor Licenses to be exercised at the Thayer Homestead on the following dates: (1) James Centola, 12/19/15; (2) Teresa Rice, 12/27/15; (3) Allison Warren and Katherine Fleck, 1/3/16; and (4) Jeanne O’Byrne, 1/9/16. The Police Chief submitted recommendations for all applications.

Selectman Trindade moved that the Board approve one-day liquor licenses for James Centola, Teresa Rise, Allison Warren and Katherine Fleck, and Jeanne O’Byrne for their events at the Thayer Homestead on the dates requested subject to fulfillment of the Police Chief’s recommendations and evidence of appropriate insurance coverage; Selectman White seconded. No discussion. VOTE: 4-0-0.

Annual License Renewals [see list following agenda items]

The Board reviewed a list of Annual License Renewals with approval status as presented on the agenda. The list will be attached to these minutes.

Selectman Trindade moved that the Board approve license renewals for the establishments provided in the Board’s packet conditioned upon the receipt of all necessary documentation, departmental approvals and payments to renew the specific licenses; Selectman White seconded. No discussion. VOTE: 4-0-0.

Action Items from Previous Meeting:

The Board reviewed the Action Items List.

Mr. Boynton announced that the new communications director would start next week. Additionally, he anticipates an update from the DPS Facility Building Project in a few weeks. Brief discussion followed on other items.

Approval of Warrants:

The Board reviewed Warrants 16-24 and 16-24S.

Substituting for the Clerk, Selectman Trindade read aloud Warrants 16-24 and 16-24S presented for approval:

16-24	Town Expenses	\$307,297.62
16-24S	School Expenses	<u>\$215,639.93</u>
	TOTAL:	\$522,937.55

Selectman Trindade moved that the Board approve the Warrant as read; Selectman White seconded. No discussion. VOTE: 4-0-0.

Town Administrator's Report:

Mr. Boynton began his report by updating the Board on the Exelon hearings with the Siting Board, noting that there is a proposed amendment to the Host Community Agreement which provides additional details and information to Section 12, part d, and Medway-V-3 as follows:

Generally, it is expected that natural screenings, plantings, berms, and fencing as required/desired will be utilized. Final screening plans should be included in the Planning Board site plan process.

Selectman Trindade moved that the Board approve the additional language for Section 12, part d and Medway –V-3 of the Host Community Agreement between Exelon and the Town of Medway, as proposed; Selectman White seconded. No further discussion. VOTE: 4-0-0.

Mr. Boynton updated the Board on the Middle School Renovation Project. At this time, he requested authorization to approve change orders that may come up instead of coming to the Board each time. Brief discussion followed. Mr. Crowley clarified that the School Dept. would be paying for the most recent change order, as it relates to the renovations in the Administration's area, not the area that will be occupied by the Dept. of Public Services.

Selectman Trindade moved that the Board authorize the Town Administrator to approve any change order for the Middle School project in amounts up to \$10,000 with reporting provided to the Board at the end of the project; Selectman White seconded. No discussion. VOTE: 4-0-0. It was clarified that the result of a change order cannot exceed the amount appropriated at Town Meeting.

Mr. Boynton announced that Health Agent, Stephanie Bacon, will be leaving Medway for a position with the Town of Northborough. The job will be much closer to home for Ms. Bacon.

Next, he updated the Board on a number of appointments:

- New Communications Director, Mary Becotte, starts on Monday, December 14;
- Joanne Russo will be promoted to Treasurer/Collector;
- Michael Fasolino will be coming in as Assistant Fire Chief on January 4;
- New Police Officers William Freitas and Anthony Nigro start on January 1.

At this time, Mr. Boynton stated that he has worked with different boards for over 20 years. He expressed appreciation for the Board members, noting that they all bring something unique to the Board. "Respect is something that is waning these days. This Board has gone above and beyond to do what's right for Medway, and it's clear how much you all love this community."

Selectmen's Reports:

Selectman Crowley asked if CIPC could come in to present an overview in order to provide some direction for the Board. After brief discussion, it was agreed to see if they can come on Dec. 21.

Chairman Foresto reported that he attended a Leadership meeting with the school superintendent. He stated that the number of students opting for vocational school has increased with over 50 students participating. The Town pays an amount per student to the vocational school.

Chairman Foresto expressed appreciation for the excellent Christmas Parade. He announced that it was put together without the benefit of Town funds. The entire parade was done with donations.

**At 8:20 PM Selectman Trindade moved to adjourn; Selectman White seconded. No discussion.
VOTE: 4-0-0.**

Respectfully submitted,
Jeanette Galliardt
Night Board Secretary

**Board of Selectmen's Meeting
December 21, 2015, 7:00 PM
Sanford Hall, Town Hall
155 Village Street**

Present: John Foresto, Chair; Maryjane White, Vice Chair; Richard D'Innocenzo, Clerk; Dennis Crowley, Member; and Glenn Trindade, Member.

Staff Present: Michael Boynton, Town Administrator; Allison Potter, Assistant Town Administrator; Carol Pratt, Finance Director; Susy Affleck-Childs, Planning and Economic Development Coordinator; Donna Greenwood, Principal Assessor; Jeffery Lynch, Fire Chief; Michael Fasolino, Assistant Fire Chief; Mary Becotte, Communications Director; Missy Dzikczek, Director, Council on Aging.

Others Present: Lauren Goldberg, Kopelman & Paige PC; Peter Sigrist and Kelly O'Rourke, Capital Improvement Planning Committee; Bruce Hamblin, Agricultural Committee; Tom Gay and Matt Buckley, Design Review Committee.

At 7:00 PM Chairman Foresto called the meeting to order and led the Pledge of Allegiance. At this time, he announced that the Executive Session would be moved to the end of the meeting for the convenience of staff and residents attending tonight's Public Session.

Public Comments: None.

Town Counsel Appointment:

The Board reviewed the following information: (1) Correspondence from Petrini & Associates; and (2) Kopelman & Paige proposal.

Present: Lauren Goldberg, Kopelman & Paige PC.

Mr. Boynton briefly reviewed Barbara Saint Andre's work and expertise, noting that he received notification that she was returning to Kopelman & Paige (K&P). Ms. Goldberg introduced herself, briefly speaking about Kopelman & Paige and her position as lead attorney. She understands the intricacies of running a firm and supplying services to municipalities. K&P has a model of services serving as either primary counsel or consulting with other attorneys at the firm. She directed the Board's attention to the proposal, which is slightly different from that offered by Petrini & Associates but in line with it. Any work done during transition from one firm to another will be completed at no charge as we get up to speed on current matters.

Mr. Boynton stated he has worked with Kopelman & Page for many years in various communities, and as Ms. Saint Andre's work is excellent, he saw no need to discontinue working with her.

Brief discussion followed. The proposal is meant to be a starting place and we will work out details as we go along. Ms. Saint Andre knows the full extent of what services might entail.

Selectman Trindade moved that the Board appoint Kopelman & Paige PC as Town Counsel effective January 11, 2016, as proposed with an hourly rate of \$185; Selectman White seconded. No discussion. VOTE: 5-0-0.

Appointment – Board of Assessors – Kathryn Regan:

The Board reviewed an email from Kathryn Regan.

Present: Donna Greenwood, Kathryn Regan.

Mr. Boynton noted that the Board of Assessors plays an integral role in the preparation of the budget as the tax billing process is central to it. We need at least two signatures on the tax bills. He announced that Bill Oldmixon has just stepped down.

Ms. Regan stated that she has lived in Medway for many years, owning three homes as well as other properties.

Selectman Trindade moved that the Board appoint Ms. Kathryn Regan to the Board of Assessors for a term to expire on June 30, 2018; Selectman White seconded. No discussion. VOTE: 5-0-0.

Introductions –Communications Director Mary Becotte; Treasurer/Collector Joanne Russo; Assistant Fire Chief Michael Fasolino:

There were no background materials.

Present: Mary Becotte, Communications Director; Joanne Russo, Treasurer/Collector; and Michael Fasolino, Assistant Fire Chief.

Mr. Boynton stated that Melanie Phillips retired and someone from the department was promoted. Joanne Russo was the Assistant Treasurer/Collector. Additionally, there are two new positions of Assistant Fire Chief and Communications Director. He introduced all three individuals, Joanne Russo, Michael Fasolino and Mary Becotte. Board members thanked them for their service and willingness to accept new responsibilities including Ms. Becotte who is a new employee.

Authorization to Expend Mass. Council on Aging Grant - \$600:

The Board reviewed the following information: (1) Grant Expenditure Authorization Form; and (2) Grant.

Present: Missy Dzikczek, Director, Council on Aging.

Ms. Dzikczek stated they recently learned we had an opportunity to apply for these grants. This will allow us to hire some people to come in and offer some new programs/workshops.

Selectman D’Innocenzo moved that the Board authorize the expenditure of this grant in the amount of \$600; Selectman Trindade seconded. No discussion. VOTE: 5-0-0.

Authorization to Expend State 911 Grant - \$30,194:

The Board reviewed the following information: (1) Grant Expenditure Authorization Form; (2) Grant Correspondence; and (3) Page 1 of contract.

Present: Allen Tingley, Police Chief.

Chief Tingley reported that Lt. Boultenhouse put together the grant application. The funds are used for training, primarily for dispatchers. Training for this position involved emergency training, and other tasks besides answering the phones.

Selectman Trindade moved that the Board authorize the expenditure of the State 911 grant in the amount of \$30,194; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

Approval – State (MassDOT) Contract to Move Fire Alarm Cable and Master Boxes for Fire Dept. - \$25,386:
The Board reviewed a copy of the Contract.

Present: Jeffrey Lynch, Fire Chief; Michael Fasolini, Assistant Fire Chief.

Chief Lynch reported that the whole alarm system needs to be replaced, including all new lines. The work is being done by some staff in conjunction with the contractor. Discussion followed. It was clarified that, over time, all the master boxes will be switched out and this is just the first phase. Mr. Boynton described the order in which the utilities install their equipment on the pole.

Selectman Trindade moved that the Board authorize the Chairman to execute the Mass. Department of Transportation contract in the amount of \$25,386 as presented; Selectman White seconded. No discussion. VOTE: 5-0-0.

Presentation – New Design Review Guidelines:

The Board reviewed the following information: (1) Memorandum from Design Review Committee; and (2) Revised Design Review Guidelines.

Present: Matt Buckley, Tom Gay – Design Review Committee.

Utilizing a PowerPoint presentation, Mr. Gay reviewed the proposed new Design Review Guidelines. He stated that there has been good feedback as to the ease of utilizing these guidelines and transparency of the process.

Other members of the Design Review Committee introduced themselves. Chairman Foresto thanked the committee for its effort, noting that sometimes these are thankless jobs. Selectman Trindade added that the Town needs to be easy to work with, and this is a huge step up.

Discussion followed on factors that trigger design review, and an update to the sign bylaw to accommodate electronic signage.

Discussion – Agricultural Committee (General Bylaws Art. II)

The Board reviewed a copy of the Bylaw, approved by 2010 Annual Town Meeting.

Present: Bruce Hamblin.

Mr. Hamblin stated that he wanted to revisit this matter and get the Agricultural Committee up and running. It was clarified that positions on the committee have been advertised but there were no applications as yet.

Mr. Boynton reported that the Communications Director, Mary Becotte, has been doing some outreach with an application deadline of the end of January. The vacancies will also be included in a newsletter going out to rate payers.

Selectman Trindade suggested contacting the owners of the parcels under Chapter 61A classification as there are not very many in Medway.

Mr. Boynton summarized that they will advertise it, put it in the newsletter, solicit volunteers, and contact the listed property owners. It was noted that we need to get going on this in order to get it ready for Annual Town Meeting. The first newsletter from Mary will be going out February 1, and she can provide a blurb that can be shared with the website as well as personal communications directly.

Discussion with Capital Improvement Planning Com. – Fiscal Year 2017-2021 Capital Plan

The Board reviewed the following information: (1) Summary of FY17 requests; and (2) Summary of FY17-21 requests.

Present: Peter Sigrist, Kelly O'Rourke – Capital Improvement Planning Committee.

Mr. Sigrist explained that this summary represents the committee's first pass at the list, noting that the requests are in no particular order. We are looking for guidance from the Board. For example, next year we will not be able to fund sidewalks and similar projects due to roadwork on Route 109.

Ms. O'Rourke stated the committee has met with many groups thus far, and will be meeting with the Department of Public Services tomorrow. Mr. Boynton noted that there is some borrowing capacity, but cautioned that there may not be as much as might be preferred.

Chairman Foresto stated that the Board's vision of the future is that we would be utilizing facilities management under the Town Administrator's umbrella. Selectman Crowley commented that the schools utilize school choice or circuit breaker funds to cover costs of some things, and they should not have to come to Town Administrator to do it. Discussion followed on small projects that are short money but do not make the list according to our guidelines.

The first pass at the list was for a total \$1.56 million in free cash. The Board briefly reviewed the list. It was suggested to funnel all questions to the Town Administrator so that the group has something to work with. There are things we know that are ongoing but are not on the list, and we are concerned about them. For example, surveillance at the schools is not on this list. Brief discussion followed on prioritizing those projects when funding may become available.

Chairman Foresto suggested that the committee continue to do its work, take a look at the funds again, and then get together again. Selectman Trindade pointed out that the Board needs real numbers and it might be too early to have that. Selectman Crowley theorized that there will be about six different versions of this before it's done. Does anyone have a project for the group to consider? One suggestion was to repair or replace the tennis courts at the middle school. Also, could there be a second outside basketball court at the Oakland Field? How about paving the middle school parking lot with enough funds to complete the project? Discussion followed on possible funding sources.

Chairman Foresto stated he would like to see the list broken down by the have-to-fund, then the ones that we would like to do. Mr. Sigrist expressed concern that, if we do that, things like a new refrigerator at the

senior center never makes the list. Then when the frig breaks down, they need emergency money to replace it.

Mr. Sigrist reported they will meet with Tom Holder, Department of Public Services, tomorrow and work on the list again in January. Ms. O'Rourke suggested that interested Board members attend their meeting on January 12 and will send an official invitation.

Discussion – Five-Year Revenue and Expense Forecast:

The Board reviewed the following information: (1) Five Year Revenue and Expense Forecast; and (2) Budget and Annual Town Meeting Timeline.

Present: Carol Pratt, Finance Director.

Discussion followed on various components of the proposed budget and the budget/Town Meeting timeline. Ms. Pratt stated that the premium gained on the sale of the bond must come out of the amount billed to taxpayer, which shows up as a revenue source elsewhere in the budget. Selectman Trindade asked for updated figures on funding for the tech school.

Approval – One-Day Liquor License Applications

The Board reviewed information on the following Thayer Homestead events: (1) Application from Hithendra Pothu, 12/31/15; and (2) Application from Linda Spiller, 7/30/16, and Police Chief Recommendation.

Selectman Trindade moved that the Board approve one-day liquor licenses for Hithendra Pothu and Linda Spiller for their events at the Thayer Homestead on December 31, 2015 and July 30, 2016 respectively subject to fulfillment of the Police Chief's recommendations and evidence of appropriate insurance coverage; Selectman D'Innocenzo seconded. No discussion. VOTE: 5-0-0.

Approval of Warrants

The Board reviewed Warrants 16-26S and 16-26.

Selectman D'Innocenzo, Clerk, read aloud Warrants 16-26S and 16-26, dated 12/24/15, presented for approval:

16-26S	School Bills	\$ 807,496.25
16-26	Town Bills	<u>544,376.03</u>
	TOTAL	\$1,351,872.28

Selectman Trindade moved that the Board approve the Warrants as read; Selectman White seconded. No discussion. VOTE: 5-0-0.

Approval of Minutes:

The Board reviewed draft minutes from December 7, 2015.

Brief discussion followed during which several changes were made to the minutes regarding change orders for school projects. **Selectman Trindade moved that the Board approve the minutes, as amended; Selectman White seconded. No further discussion. VOTE: 4-0-1 – D'Innocenzo abstain.**

Town Administrator's Report

Mr. Boynton reported that the Town received a grant in the amount of \$35,000 which was earmarked for an emergency service vehicle. **Selectman Trindade moved to authorize the expenditure of the funds for the purchase of an All-Terrain Vehicle (ATV) for the Fire Department; Selectman White seconded. No discussion. VOTE: 5-0-0.**

The Town of Carver has expressed interest in the pole at the fire station. We will work something out with them, and see what it would cost to make the structure safe after the pole is removed.

Selectmen's Reports

Selectman White stated that a resident came in to report that a sign at the Edmund Charland Field had been taken down and later replaced with a sign with the name misspelled. Mr. Boynton added that the sign has been corrected and the family is thrilled.

Selectman Crowley expressed concern that construction workers directing traffic in the dark are wearing dark clothes without reflective elements. This is a dangerous situation. Directing his comment to Chief Tingley, Selectman Crowley asked him to urge the workers to get their work completed during regular daytime hours.

At 9:06 PM Selectman Trindade moved that the Board enter into executive session under Exemption 3: to discuss strategy with respect to litigation [Maritime Housing Fund LLC versus Planning Board and versus Zoning Board; 8/31/15 executive session minutes] if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body, and to return to open session thereafter; Selectman White seconded. No discussion. Roll call vote: 5-0-0 (Crowley, aye; D'Innocenzo, aye; Foresto, aye; Trindade, aye; White, aye).

At 9:36 PM Selectman Trindade moved to adjourn Public Session; Selectman White seconded. No discussion. VOTE: 5-0-0.

Respectfully submitted,
Jeanette Galliardt
Night Board Secretary