



**Joint Meeting with CPC, EPFRAC and Board of Selectman
Medway High School Library
Medway, MA 02053
8:00 P.M.
Minutes
September 12, 2016**

Committee Attendees: Dr. Richard D’Innocenzo (EPFRAC Chair), Ellen Hillery (Finance Committee Alternate), Paul Mahoney (CPC), Ross Rackliff (Parks & Recreation), Cathy Morgan (Friends of Choate Park), Rob Pearl, David Travalini (CONCOM), David Blackwell (CONCOM), Michael Schrader (FinCom).

Selectmen Attendees: Glenn Trindade (Chair), Dennis Crowley, John Foresto, Maryjane White, (Richard D’Innocenzo – also EPFRAC).

Community Preservation Committee Attendees: Mark Cerel (Chair), Matthew Hayes, Ken McKay, Alison Slack, Gene Liscombe, (Paul Mahoney – also EPFRAC).

Staff Attendees: Michael Boynton, Allison Potter, Tom Holder.

Draft Request for Qualification (RFQ) was distributed to the members of Community Preservation Committee (CPC), Board of Selectman (BOS) to receive feedback/ comments on the content.

CPC Chair, Mr. Cerel briefly went over the draft RFQ. He stated that a large portion of the EPFRAC project(s) will be funded via CPC funds. He raised the question whether Camp Sunshine Construction comes under the purview of CPC. He requested the Town Counsel to make a determination. He asked the members around the table for any further comments on the draft RFQ. **Mr. Foresto (BOS)** clarified that the facility (Playground with a covered area and bathroom) will not be built for Camp Sunshine but will be utilized by them. Mr. Cerel talked about the language in CPC Act prohibiting money for a certain types of construction. He stated that the purpose of the RFQ is for design only but not for any construction activities. He stated the importance of explaining the magnitude of the project at each location to the Consultant(s) in order to receive better and realistic proposals.

Liam McDermott, 39 Populatic Street- He asked if EPFRAC was aware that an open meeting law violation filed against the town regarding the set-up of the Committee. Mr. McDermott stated that the EPFRAC steering committee was formed outside of public meetings process. CPC Chair, Mr. Cerel stated that the current meeting is a Joint Meeting with EPFRAC and the Board of Selectman and that the intention of the meeting was to go over the draft RFQ and provide feedback. Town Administrator, Mr. Boynton wanted to address Mr. McDermott’s comments but Mr. Cerel did not agree since it was not a CPC issue.

Mr. Mahoney stated that his understanding from the previous EPFRAC meeting was that a broader RFP would be drafted to evaluate the town needs and desire for the four locations. He suggested there should be room in the proposal to cater to new ideas from the public. He suggested that Bocce Court be included as an option.

Mr. Schrader stated that EPFRAC Committee decided to move forward with a RFQ instead of a RFP since the scope is not fully defined to price the project. He suggested having an introduction to the RFQ describing Medway Master Plan and the Master Plan Update. Making the end goals of the program clear, language should also welcome new ideas (with ADA compliance) in addition to projects described in the Master Plan. He asked why the Committee was not considering the recommendations put forth via the Master Plan since a good public process and outreach was involved in the creation of the document. Mr. Cerel stated that a fresh look should be given to the Master Plan since the process involved in creating the document was not as complete a process as it could have been. He stated that there were concerns raised with CPC when funding support was requested last spring. Ideas in the Master Plan could be used as a starting point. Mr. Cerel also suggested that for each of the four locations, language should include “including but not limiting to” to ensure that additional concepts/ enhancements other than the ones identified in the Town Master Plan Documents could be presented and discussed.

Mr. Crowley- Article written at the Town Meeting was very specific for the four locations. Addition of new ideas will result in deviation from the Article. Mr. Cerel stated that the new ideas are possible at the Choate and Oakland locations. The projects at the other two locations are defined. Mr. Crowley stated that at the Town meetings and other public meetings concepts (Splash Park, facility for Camp Sunshine, etc.) were already presented to the residents. Mr. Cerel reiterated that the current discussion is to focus is on the qualification of the firm based on their prior experience and background. Mr. Crowley questioned about the asterisk beside the language on building the facility to be used by Camp Sunshine. **Ms. Potter** stated that the presence of asterisk is subject to designer selection law to build. He also raised a concern with regards to changing the ideas/ concepts in the selected locations from what was included in the application for securing State Grants for the project. He asked the Town Administrator to find the answers those concerns.

Andrea Kerr, 37 Waterview Drive- She asked about the lack of language on including architects and structural engineers. Mr. Cerel stated that the document at this point consists of conceptual ideas/ plans. Involvement of architects/ structural engineers will come at a later stage in the process.

Brian Adams, 2 Milford St- He suggested using “to be considered but not limited to” in the draft RFQ language instead of “including but not limited to”.

Parks Chair, Mr. Rackliff suggested using, “elements to be considered may include, but are not limited to” after Choate Park, Oak Street in the draft RFQ. Everyone agreed.

Matt Hayes- Suggested adding language “CPC approval” under permitting services, task 4 (Page4). It was agreed that the language will be included between Task 2 and 3. Mr. Hayes suggested that the consolidated minutes from EPFRAC and CPC along with the background information on the Master Plan should be made available on the town website. It will give the consultants the information they need in preparing the RFQ. He asked who will be responsible for negotiating the cost with the

Consultants. Mr. Cerel stated that this is not subject to any statutory process. Town has the authority to proceed as they wish. It will presumably be the Selectman or the Town Administrator.

John Foresto requested everyone to bring their feedback on the draft RFQ to Allison before the Board of Selectman meeting on Monday.

Ms. Potter reminded the group that there is one more EPFRAC meeting (either on Sept. 20th or 27th) when the draft RFQ will be finalized.

Liam McDermott- During public comment, he again said that this group has heard testimony from members of a Committee that were not formed properly in an open meeting.

Mr. Cerel reiterated again that the meeting is a Committee meeting with EPFRAC. There is no testimony made at this meeting and that the purpose was to go over the draft RFQ to provide feedback.

Meeting was adjourned at 8:43PM