



Town of Medway
FINANCE COMMITTEE

155 Village Street
Medway MA 02053

Tel: (508) 533-3200

Fax: (508) 533-3201

March 30, 2016 – 7:00 PM
Sanford Hall, Town Hall
155 Village Street

Present: Frank Rossi, Chair; Chris Lagan, Vice Chair; Todd Alessandri, Clerk; Members Ellen Hillery, Meghan Hoffman (7:15 PM); Jeff O'Neill (7:40 PM); Michael Schrader.

Absent: Rohith Ashok and Jim Sullivan.

Staff Present: Michael Boynton, Town Administrator; Stephanie Mercandetti, Community Development Director; Susy Affleck-Childs, Planning and Economic Development Coordinator.

Others Present: John Foresto, Chair, Board of Selectmen; Glenn Trindade, Selectman; Diane Borgatti, Chair, School Committee; Andy Rodenhiser, Chair, Planning and Economic Development Board.

At 7:04 PM Chairman Rossi called the meeting to order.

FY17 Budget: Final Review and Discussion:

The committee reviewed a revised budget summary.

Present: Michael Boynton, Town Administrator; John Foresto, Chair, Board of Selectmen

Mr. Boynton distributed a revised budget summary, noting that a new column labeled "FinCom" has been added to the far right side of the budget document. He reported on how changes were made to the budget with regard to the Town Clerk, explaining that changes will be phased in on an annual basis for the next three years, adding a step each year. A step system had not been initiated on this position, and this action begins that process. Brief discussion followed on the phasing system during which committee members expressed appreciation for the phasing process though it could be done in smaller increments. Mr. Boynton responded that he is prepared to address this topic should questions arise at Town Meeting.

The other changes, final fiscal projections, Charles River Pollution Control District, etc. were reviewed, noting that some are lower than anticipated.

Planning Board: Review and discussion of ATM Warrant Articles

Present: Susy Affleck-Childs, Planning and Economic Development Coordinator; Andy Rodenhiser, Chair, Planning and Economic Development Board.

Article 25—Easement Acceptances: Neelon Lane and Charles View Lane: This is an easement for a portion of a new road which will allow for trash trucks to come through. The other allows access to the Open Space parcel.

Article 26 – Amend General Bylaws: Design Review Committee:

This is an overall update as the committee is approximately twelve years old. We have established voting options more clearly and added a provision for including design professionals as needed. Brief discussion followed on Design Review Guidelines which are also being streamlined and clarified. With regard to the representative from the Medway Business Council, Ms. Affleck-Childs reported that, as the Council is membership-based, the position was often difficult to fill. Eliminating the position helps with quorum issues.

Article 27 – Amend General Bylaws: Parking & Storage of Recreational and Commercial Vehicles:

A revised document was distributed. Brief discussion followed on the purpose of regulating the parking and storage of commercial vehicles with respect to on-street parking. Recreational vehicles cannot be parked on the street but can be parked on private property. Mr. Rodenhiser reported on conversations and concerns expressed during Monday's public hearing over the types of vehicles that this will apply to. There were also concerns about the impact of parking and storage on the abutters and overall property values. The Building Commissioner frequently gets complaints about vehicles inappropriately parked. Vehicles not in compliance can be ticketed by the Police Department if there is a bylaw in place. Without the bylaw, they cannot issue tickets.

Responding to a question from Mr. Alessandri, Mr. Rodenhiser confirmed that vehicles parked at a property delivering a service to that property are exempt for the period of time that service is being delivered. This would apply to contractors who have to be there beyond the four-hour time limit.

Ms. Affleck-Childs reminded committee members that this article language may get modified a little more as the public hearing process continues.

Ms. Cindy Trainor, resident, asked if the public hearing was continued. Ms. Affleck-Childs responded that it was continued until April 12, which happens to be the same night as the continued hearing on the zoning articles.

Article 28 – Amend Zoning Bylaw: Accessory Family Dwelling Unit:

This is a bylaw that has been on the books for a number of years. When it was originally passed at Town Meeting, it was decided to limit it to specific family members. Times are different now, and many people want to age at home yet require the services of a non-family caregiver. It could also be a nanny in charge of child care. This unit would not be larger than 800 sq. ft. Mr. Rodenhiser added that there are also provisions for renovating larger structures such as carriage houses.

Ms. Affleck-Childs stated this revision also provides for certification of the residents in these units to assure compliance. This is not a "by right" kind of process. When someone applies to create this kind of unit, there will be a hearing and abutters will be notified. Mr. Lagan asked if this revision will allow the Town to legislate who can live in one of these units. Yes, when it is through a special permit process. The special permit is required because these units would be constructed in residential areas that are otherwise all single-family homes.

Mr. Schrader asked about the transfer of ownership when the property is sold. If the property is sold to someone who does not use it as a dwelling, but instead for a home-based business, home office, man

cave, etc. Ms. Affleck-Childs responded that it could be used that way as the main restriction is that it is not to be used for rental income.

Article 29 – Amend Zoning Bylaw: Site Plan Review:

This revision represents cleanup and clarification of language relative to different categories as well as major and minor site plan review. This defines what kind of activity triggers a site plan review, and specifying those reviews which will require public hearings. There is also the addition of an administrative site plan review for small projects, or modifications to existing commercial development. It would apply to municipal projects or even some residential applications such as solar panels or ground-based solar units.

Article 30 – Amend Zoning Bylaw: Editing Zoning Bylaws:

Ms. Affleck-Childs described this as a basic editing function to improve ease of reading.

Article 31 – Amend Zoning Bylaw: New Section Zoning District Boundaries:

This specifically defines that a zoning district boundary line falls in the center of the street.

Article 32 – Amend Zoning Bylaw: Definitions:

New definitions were added and outdated ones were deleted.

Article 33 – Amend Zoning Bylaw: Prohibited Uses:

This article would prohibit certain uses anywhere in Town due to the size of the prohibited use and the lack of available space for that use in the community.

Article 34 – Amend Zoning Map: Rezoning from ARII to Industrial II

Ms. Affleck-Childs distributed a revised zoning map and provided a brief explanation about those properties whose owners asked to have their properties rezoned to increase potential uses. These properties are adjacent to zone already designated for industrial use.

Choate Park and Middle School Recreation Improvements:

Mr. Glenn Trindade, Selectman, and Mr. Boynton were present to speak on this article.

Article 21 update: The whole purpose of last night's meeting was to hear Gale Associates and the presentation of their study. The first time around they did a great time providing for fields for certain age groups, but there are other age groups not being served such as young children and playgrounds. Now we are looking at how we can enhance or improve upon the equipment at those facilities.

One suggestion was the concept of a splash pad which is like running through a sprinkler. Mr. Trindade stated that he observed a splash pad in another community. There were 50-60 kids playing there and it was right next to a playground. He explained about the Environmental Bond Bill currently available through the State Office of Environmental Affairs. This could help provide a new permanent home for Sunshine Group, which could be at Oakland Park and make it handicap accessible. The funds could also be used for improving the walkways and other things at Choate Park.

There were also two sports left out: ice hockey and baseball. While we are not going to build a rink, we can do something for baseball such as add improvements like lighting at Cassidy Field and improve the diamond at the Middle School. That all came to a big price tag of \$8 million. Senator Spilka set us up with a representative from EOEA who explained the program. It is not meant to pay for an entire project but augment local funds. Selectman Trindade continued to explain the phased approach, dividing the desired projects into two years. Discussion followed during which Mr. Boynton stated that funds could be earmarked for design purposes. There is no guarantee that this program will continue past this year. The EOEA made that clear.

Mr. O'Neill asked about Gale Associates and their responsibility. Did they just give us a report with numbers, but it carries no responsibility to construct or anything else? Mr. Boynton responded that the Board of Selectmen will be discussing this again on Monday so there will be more information available after that.

Ms. Trainor expressed concern that the Gale report contained a lot of big numbers [expensive]. What do we get for the money? She indicated that the Community Preservation Committee was looking for more details. The bigger issue was that there was a letter submitted to the state committing to the project, and that the article was on the warrant. Does the involvement of the state create more challenges and unnecessary oversight? She asked if the Board of Selectmen has approved the project.

Selectman Trindade reported that the Board met last Saturday and the Board did vote on it. We had to get the application in before the deadline or we would be ineligible for the funds. We made it clear that we will move forward to Town Meeting. The money is not available until the state budget is approved, meaning that the money would not be available until June or July. He emphasized that Gale Associates is very good at what they do.

Review of Special Town Meeting and Annual Town Meeting Warrant Articles

Annual Town Meeting

Article 1 – Approve Exelon PILOT:

Our tax expert will be part of the group ready to answer questions on this at Town Meeting. This is a very good PILOT and other communities are not as well off with their agreements.

Article 2 – ESCO Stabilization Reserve Transfer:

This was discussed last week.

Article 3 – Appropriation: FY17 Operating Budget:

No questions.

Article 4 – Appropriation: FY17 Water Enterprise Fund:

Mr. Boynton reported that Selectman Crowley had asked for additional information on rate impacts. We are not using retained earnings to offset rate increases. The retained earnings are lower than they have been in the past. There were FY15 receipts that did not come in until after the start of the fiscal year. When we close this year, we will likely have an excess in earnings. Mr. Schrader suggested that thought be given to a goal for those retained earnings and what the Town might do with them.

Article 5 --Appropriation: Fy17 Sewer Enterprise Fund:

Selectman Crowley wanted the same information here.

Article 6 --Appropriation: FY17 Solid Waste Enterprise Fund:

The Town needs to consider how it will sustain debt expense without utilizing retained earnings as a fall back option.

Article 7-- Appropriation: FY17 Ambulance Enterprise Fund:

This is not new. Chief Lynch will apply for federal funding for personnel.

Article 8 -- Free Cash Appropriation: Capital and Other Items:

No changes in capital item costs. Brief discussion followed on bidding processes for some of the projects.

Article 9 – Capital Program: Information Services:

Mr. Boucher presented his information last week.

Article 10 – Water Enterprise – Equipment:

The Capital Improvement Planning Committee (CIPC) is recommending use of \$201,000 from retained earnings for various pieces of equipment.

Article 11 – Replacement Ambulance:

There was general discussion on useful life of an ambulance. Fire trucks are five years for front line service, then come down to the fire substations as backup for the primary trucks. We want to be able to pay them off a couple years before they reach the end of their life.

Article 12 – Fiscal Stability Transfer – Security Improvements at Elementary Schools:

No questions. The Finance Committee has seen a presentation on the proposed improvements.

Article 13 – Borrowing: Board of Health Water Pollution Abatement Projects:

This is an assistance fund for residents having to replace septic systems or make expensive repairs, and the money is loaned at a very low rate of interest.

Article 14 – Appropriation: Medway Day:

This is the Family Day.

Article 15 – Fund OPEB Trust:

Mr. Lagan asked about the Town's unfunded liability. Mr. Boynton responded that we're doing the audit but it is likely somewhere in the \$40 million area.

Article 16 – Create Athletic Fields Stabilization Fund; Transfer \$25,000:

The expectation is that we will get a minimum of ten years out of the fields. There are three accounts now and the revenue is coming in, but this provides a way to provide maintenance or possible replacement when the need arises. Every field is separately tracked. Revenue is attributed to the appropriate account, and expenses are billed against that same account for each field.

Article 17 – Authorize Revolving Funds:

This is a standard article every year. Brief discussion followed on GATRA funds.

Article 18 – Appropriation: Community Preservation Committee:

No questions.

Article 19 – CPA Appropriation: Trail Design and Engineering:

These funds will be used to redesign the trail. It had been on original plans but was not maintained and became overgrown. The abutters didn't realize it was a trail and now do not want it so close to their homes.

Article 20 – CPA Funds: Historical Document Preservation:

This is to provide funds to preserve historical vital records and Town Meeting documents.

Article 21 – CPA Funds: Playground Improvements:

Already discussed.

Article 22 – Accept Gift of Land and Fund Relation Acquisition Costs:

The subject parcel is a key piece that abuts the VFW. The costs represent some legal work to acquire the property. It was noted that some of the property is wetland but has potential open space possibilities for the community.

Article 23 – Authorization to Pursue Municipal Aggregation:

No discussion.

Article 24 – Amend General Bylaw – Hunting on Town Land:

No discussion.

Special Town Meeting

Article 1 -- Free Cash Transfer: Snow and Ice Deficit:

The deficit has to be handled at year end, or the first revenue dollars in the new fiscal year will go toward the deficit. This year we put the transfer specifics into the article.

Article 2 – Solid Waste Retained Earnings Transfer: Waste Loader Repair:

This is for repair of the primary front end loader for the recycling center. It has a blown transmission and need to transfer the funds to avoid a deficit.

Article 3 – Extend Expenditure Deadline; May 2015 Special Town Meeting Article 9 – Shaw Street Bridge Repair:

No discussion.

Article 4 – Transfers to Electricity Accounts:

The payment was coming to use in the form of a check instead of credits to our account. It will go into the general fund.

Article 5 – Transfer to Revaluation Account:

This is to prepare for the triennial valuation.

Article 6 – Prior Year Bills:

Self-explanatory.

Upcoming Meeting Schedule:

Public Hearing – 2016 Special Town Meeting and 2016 Annual Town Meeting, April 6, 2016 - 7 PM,
Medway High School Library

Regular Monthly Meeting – Wednesday, April 13, 2016 – 7 PM, Sanford Hall, Town Hall

At this time Chairman Rossi reminded members to get their reports in by April 8 so he can compile the full report for the Finance Committee Report to Town Meeting

At 9:15 PM Ms. Hoffman moved to adjourn; Mr. O'Neill seconded. No discussion. VOTE: 7-0-0.

Respectfully submitted,
Jeanette Galliardt
Night Board Secretary