

Town of Medway
Finance Committee
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Meeting Minutes
October 19, 2016 at 7:00 p.m.
Sanford Hall, Town Hall

Present: Chairman Frank Rossi; Members, Rohith Ashok (7:10 PM), Dan Doherty, Ellen Hillery, Todd Alessandri, Michael Schrader, and Jim Sullivan.

Absent: Jeff O'Neill.

At 7:00 p.m. Chairman Rossi called the meeting to order.

November 14, 2016 Fall Town Meeting Warrant:

Planning & Economic Development Coordinator Susy Affleck-Childs and Chairman of the Planning & Economic Development Board (PEDB) Andy Rodenhiser attended the meeting to discuss the articles sponsored by the PEDB on the November 14, 2016 Fall Town Meeting Warrant. Chairman Rossi said the Committee had an initial conversation with Director of Community and Economic Development Stephanie Mercandetti about these articles several weeks ago. Ms. Affleck-Childs said the PEDB went through the public hearing process but is also holding a forum at the Thayer house on November 2, 2016 to explain and discuss the PEDB sponsored articles. The group discussed the following articles:

ARTICLE 9: (Right-of-Way Easement – 9 Marc Rd): The Town would accept a grant of easement over 9 Marc Road. This would allow the Town to possibly develop the west end of the industrial park in the future. Ms. Affleck-Childs said there is no cost to the Town. Chairman Rodenhiser said this has been discussed for many years but came about during the negotiations for 2 Marc Road. Chairman Rodenhiser said the plan would still be to use the main entrance to the industrial park off of Route 109. The entrance off of Coffee Street would be an auxiliary entrance. Town Counsel has reviewed the language. Chairman Rodenhiser said the current owner is not interested in developing the parcel but this would allow it in the future if the land is sold. Ms. Affleck-Childs confirmed that the Town will not own the underlying parcel.

ARTICLE 10: (Zoning Bylaw Amendment: Village Residential Zoning District):

Ms. Affleck-Childs explained that Medway has 2 residential zoning districts, ARI and ARII. This article proposes the addition of a third residential zone, Village Residential. Medway established zoning bylaws in the 1950's, which was after many neighborhoods already existed. The goal is to amend the zoning bylaws to better match the Town's historic patterns of lot size. Chairman Rodenhiser said this amendment would impact approximately 725 properties. If Village Residential is established, 75% of the 725 lots would come into conformance with the current zoning bylaws. The other 25% would remain pre-existing/non-conforming properties. The major benefit is that the 75% of properties that now comply will no longer need to petition the ZBA for variances to add a deck or addition. Ms. Affleck-Childs said the amendment also contains language that would encourage multi-family construction. Chairman Rodenhiser said he has received mixed feedback from residents on this bylaw change. Ms. Affleck-Childs said all property owners who would be affected by this change have been notified.

ARTICLE 11: (Zoning Bylaw Amendment: Village Commercial Zoning District): Medway currently has 2 commercial districts, Commercial 4 and Commercial 3. This article seeks to rename the districts. Boundaries are not being changed.

ARTICLE 12: (Zoning Bylaw Amendment: Central Business Zoning District): Commercial 1 would be renamed to Central Business District. Boundaries are not being changed.

ARTICLE 13: (Amend Zoning Bylaw: Definitions): Ms. Affleck-Childs explained that words appear throughout the zoning bylaws but are not defined. The definitions have been reviewed by Town Counsel. The group discussed impervious coverage. Ms. Affleck-Childs said impervious surface is already defined in the current zoning bylaws.

ARTICLE 14: (Amend Zoning Bylaw: Dimensional & Density Regulations):
The PEDB is proposing changes to the dimensional table and use table. Ms. Affleck-Childs reviewed the changes with the group. Ms. Affleck-Childs said this is a standard way to present the information and most communities follow this model. Also this format is a lot more user friendly. Maximum impervious coverage and minimum open space were added to the tables. The group also discussed the reasoning behind decreasing the setback.

ARTICLE 15: (Zoning Bylaw Amendment: Schedule of Uses):
Ms. Affleck-Childs reviewed the Schedule of Uses. Mr. Rodenhiser explained that some business uses are being limited in certain districts in the future, including auto part stores and drive-throughs. Ms. Affleck-Childs said she expects there to be discussion about the limitation on drive-throughs at the Town Meeting.

ARTICLE 16: (Amend Zoning Bylaw: Registered Marijuana Dispensary):
The amendment would prohibit the retail hours of operation for Registered Marijuana Dispensaries between 8:00 p.m. and 8:00 a.m.

ARTICLE 1: (Adjustment: Community Preservation Fund Statutory Set-Aside):
Assistant Town Administrator Allison Potter explained that the Town annually adjusts the set-aside balances from prior fiscal years within the Community Preservation Fund account to comply with the statutory requirement. 10% of the Community Preservation Fund annual revenues are allocated between open space, community housing, and historical preservation.

ARTICLE 2: (Prior Year Bills):
Ms. Potter reviewed the expenses associated with this article.

ARTICLE 3: (Fund EMS):
Ms. Potter reported that the Board of Selectmen (BOS) has not voted on this article yet. There is no dollar amount associated with this article. Ms. Potter explained that Events EMS, who provided advanced life support services for the Town, went out of business. The Town is trying to find regional long-term solution. Ms. Potter said this article may be dismissed at Town Meeting because they may not have enough information. Ms. Potter said the Committee will likely will not have additional information on this article prior to Finance Committee's Public Hearing next week.

ARTICLE 4: (Fund Rt. 109 Project Manager):
If approved, \$38,000 will be moved into the DPS part-time salary account. The Route 109 project is a state project. This person would participate and represent the Town's interest. Ms. Potter explained what raised and appropriated means. Ms. Potter will follow-up with DPS Director Holder to find out if the consultant is providing construction phase services. Chairman Rossi asked why this position wasn't filled sooner. Ms. Potter confirmed that the \$38,000 is only for the current fiscal year. The Finance Committee

asked Ms. Potter to confirm whether \$38,000 is the total compensation. Chairman Rossi suggested inviting DPS Director Holder to the next regular Committee meeting if Mr. Schrader cannot find a time to meet with him in the next couple weeks.

ARTICLE 5: (Fund Structure Demolition):

The Town is asking for funds to demolish the building behind the fire station that is behind Town Hall. Ms. Potter said the building is owned by a trust but the owners cannot be identified. The Building Inspector is condemning the building and it will need to be torn down. The BOS has not voted on the article. They are waiting on estimate to confirm \$35,000 is accurate. Ms. Potter agreed that the cost of asbestos abatement needs to be considered.

ARTICLE 6: (Supplement FY17 Memorial Committee Budget):

The BOS would like additional information on what the funds will be used for before they vote. Ms. Potter confirmed that it will be included in the budget next year.

ARTICLE 7: (Abandon Portion of Drainage Easement: 15 Tulip Way):

A property owner requested the Town to abandon a portion of the drainage easement at 15 Tulip Way. Ms. Potter confirmed that the Town determined this would not impact the drainage easement. The property owner cannot move forward with his plans until it is approved at Town Meeting. Ms. Potter said she believes the property owner wants to install a swimming pool.

ARTICLE 8: (CPA Funds: Walking Trail):

The BOS did not vote on this article. There is no cost associated with this article at this point.

The Committee reviewed the Town Meeting calendar. The Finance Committee is holding its Public Hearing on October 26, 2016. The Committee will vote on the articles the same night.

Chairman's Report:

- Chairman Rossi emailed members prior State of the Town presentations. BOS Chairman Trindade asked for suggestions from the Finance Committee for this year's State of the Town presentation at the Fall Town Meeting. Ideas need to be submitted prior to November 1, 2016. The group discussed including the following information:
 - Bond rating information, savings to the Town, and comparison to surrounding towns.
 - Accomplishments and goals that are tied to the Master Plan.
 - Tax rate distribution chart with historic tax rates.
 - Update on fields – usage, generated revenue, and feedback received on the fields from users.
- The BOS added additional money for veterans' benefits for FY18. Chairman Rossi said this amount will likely still not be sufficient. The number of cases has increased and likely will continue to increase. The Committee reviewed the veterans' benefits history from FY10-FY16.
- The Committee reviewed and discussed the Enterprise funds certified retained earnings from FY11-FY15.
- Capital Improvement Plan is in early stages. Committee reviewed cover letter from Town Administrator Boynton.

Finance Committee Liaison Assignments:

The lead on each assignment should be listed first. The Committee reviewed and revised the document.

Finance Committee Meeting Schedule:

The Committee reviewed the meeting calendar. Additional meetings will likely be held between March 8, 2017 and the May 2017 Annual Town Meeting.

Action Items:

- Invite Town Accountant Carol Pratt to November meeting to discuss the 5 year debt schedule.
- Forward energy aggregation presentation.
- Request data on solar panels and savings.

Liaison Reports:

Dan

- \$90k approved for library carpet. Had excess of \$35,000. The Committee would like to know what the excess is being used for.

Todd

- Invite Dr. Pires and Don Aicardi to December 14, 2016 Finance Committee meeting to discuss next year's budget and 5 year capital plan. Several large projects forthcoming.
- November 10, 2016 is joint meeting of BOS, FinCom and School Committee at Middle School. Group briefly discussed charter school referendum.

Michael

- There have been several EPFRAC meetings. The group issued a RFQ and 31 firms requested it.

At 9:06 p.m. Michael Schrader moved to adjourn; Todd Alessandri second; No discussion; 6-0-0.

Respectfully submitted,

Michelle Reed