

**Board of Selectmen's Meeting  
August 15, 2016 – 7:00 PM  
Sanford Hall, Town Hall  
155 Village Street**

**Joint Meeting with Planning & Economic Development Board,  
Water & Sewer Commission and Conservation Commission**

**Present: Glenn Trindade, Chair; Maryjane White, Vice Chair; Richard D'Innocenzo, Clerk (7:02 PM); Dennis Crowley, Member.**

Absent: John Foresto, Member.

Staff Present: Michael Boynton, Town Administrator; Allison Potter, Assistant Town Administrator; Mary Becotte, Communications Director; Susy Affleck-Childs, Planning and Economic Development Coordinator; Stephanie Mercandetti, Community Development Director;

Conservation Commission: David Travalini, David Blackwell.

Planning & Economic Development Board: Andy Rodenhiser, Chair; Tom Gay, Jim Wieler, Bob Tucker.

Water & Sewer Commission: Leo O'Rourke, Chair; Bob Wilson, Chan Rogers.

Others Present: Gino Carlucci, Planning Board Consultant.

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

**Public Comments:** None.

**Approval – Contract Extension – BSC Group:**

*The Board reviewed the following information: (1) Memorandum from Stephanie Mercandetti, Director of Community and Economic Development; (2) BSC Contract, Board Approved 12/7/15; and (3) Proposed Contract Extension.*

Present: Stephanie Mercandetti, Director of Community and Economic Development; and Andy Rodenhiser, Chair, Planning and Economic Development Board.

Ms. Mercandetti stated there are some unfinished pieces of work so the contract needs to be extended. Both Ms. Mercandetti and Mr. Rodenhiser indicated they are satisfied with the work thus far. We have had outreach and visits and have received some waiver requests which represent cost savings. We also do not have to secure appraisals on Town-owned properties. We want to do appropriate community outreach with public forums when people are back from vacation in the fall. This extension simply adds more time to the contract, and there are no other changes.

Mr. Boynton reported that the contract has been vetted by Town Counsel. Ms. Mercandetti noted that this is just one step in the process before the Urban Renewal Plan is submitted to the State, adding that it must get a favorable vote at Town Meeting. Brief discussion followed.

Responding to a question from Selectman Crowley, Ms. Mercandetti estimated that the project should be completed by November. Mr. Rodenhiser noted that it is a fairly smooth process with a lot of good people working on it. Selectman Crowley asked that someone come in and give the Board an update in September or October.

**Selectman White moved that the Board execute a contract extension with BSC Group for the preparation of an urban renewal plan as presented; Selectman Crowley seconded. No discussion. VOTE: 4-0-0.**

**Approval – Inter-municipal Agreement with Town of Holliston for Health Agent Services:**

*The Board reviewed the following information: (1) Memorandum dated August 10, 2016 from the Health Director; and (2) Contract.*

Mr. Boynton clarified that this agreement is designed to assist both communities when their respective staff is away on vacation or otherwise out of the office for an extended period.

**Selectman D’Innocenzo moved that the Board execute an inter-municipal agreement with the Town of Holliston for Health Agent Services, as presented; Selectman White seconded. No discussion. VOTE: 4-0-0.**

**Contract Awards – Friends of Medway Athletics, Coakley Concession Stand:**

*The Board reviewed the following information: (1) Letter dated July 22, 2016 from Lynne Sheehan, FOMA President; (2) FOMA proposal; and (3) Contract. It is noted that the contract has been sent to Town Counsel for review.*

Mr. Boynton stated that the contract is simple and straightforward. We put out an RFP and several bids came in. This group has been vetted by the Parks and Recreation Commission and it recommends approval.

**Selectman White moved that the Board award a contract for the operation of the Coakley Concession Stand to the Friends of Medway Athletics subject to Town Counsel approval; Selectman Crowley seconded. Selectman Crowley asked Mr. Boynton to contact the group tomorrow as this process is behind schedule. VOTE: 4-0-0.**

**Discussion – MS4 Regulations:**

*The Board reviewed the following information: (1) PowerPoint presentation entitled “Integrated Water Resources Management and Medway”; (2) Spreadsheet displaying Tasks and Timeline.*

Present: Tom Holder, Director, Department of Public Services; Kirsten Ryan and Betsy Frederick, Kleinfelder; Tom Kenney, Deputy Executive Director and Education Manager, New England Water Works Association.

Chairman Trindade explained that various groups have been invited to this meeting so they know what will be happening and how it may impact some of the things handled by the respective groups. Mr. Boynton added that this initiative has been around for a few years, but the EPA has not closed the window on the removal of the nutrients that have been deposited into the rivers. This is an expensive proposition. We have 200 outfalls in Medway.

The Town of Medway is joined with a couple dozen other communities on looking into a legal issue regarding compliance and the level of compliance based on definitions of industry standards.

Tom introduced Ted Kenney, Deputy Executive Director and Education Manager, New England Water Works Association.

#### Integrated Water Resources Management

Ms. Ryan stated that she will review Integrated Water Resources Management as they relate to the Town of Medway. Medway has been getting ready for the final permit for the past couple of years. She noted that she and Mr. Holder were here on June 20 to present cost projections. The annual cost will be approximately \$475,000 per year for the first five years. We do not, however, have a handle on the ancillary costs of construction, cost of land, and other preparatory measures. The capital costs are unknown. She cautioned that the overall totals could be in the \$10-15 million area. Those lands may be in competition for other uses in the community so it would make those decisions sooner rather than later.

Selectman Crowley asked the Town Administrator if any of these costs have been built into the FY17 budget. Mr. Holder responded that the Department of Public Services has built some into the departmental budget in three areas: Stormwater Operating funds, Grant funds and Integrated Water Resources Management Program (IWRMP) funds.

Ms. Ryan proceeded to explore how Medway's water resources management can be integrated into the MS4 program as a multitasking endeavor. Utilizing a PowerPoint presentation, she began with a review of integrated planning and fields some questions from the audience on phosphorous levels. Ms. Betsy Frederick, also from Kleinfelder, explained that the number was determined by a formula on water being deposited, coupled with the runoff from wastewater facilities. There is a mechanism in the permit for an appeal if the community believes its phosphorous baseline number is not what it is proclaimed to be. There would have to be an analysis of land use and other factors. It was based on a 2005 study.

At this time, Mr. Holder explained the Maximum Extent Practicable concept. Mr. O'Rourke asked for a copy of the study. Brief discussion followed during which Mr. Boynton reminded everyone that this is not legislation but regulations handed down from the federal level. Per the terms of the permit we are obligated to fall under, we have to accomplish certain tasks (i.e., identifying outfalls and other factors) and components of the process, and after that point we should be able to determine the test number.

Selectman Crowley asked if Medway's number is below the required minimum level, do we still have to complete the remaining tasks for millions of dollars. Mr. Frederick responded that the EPA defines particular controls by which the phosphorous can be controlled. Ultimately, the EPA would like communities to get property owners who are contributing to the high phosphorous levels to reduce or eliminate the nutrient before it is discharged into the municipal system. Selectman Crowley expressed concern that the Board of Selectmen needs to have a better handle on what the costs could be. Ms. Ryan clarified that high cost could be a multiple of one's levels, and not necessarily absolute. Mr. Chan Rogers stated that this is like a trial balloon on the Charles River and we will just have to wait and see how it all falls out. Precise answers are not available at this time.

Brief discussion followed on the Benefits of Integrated Water Resources Planning.

#### Timeline & Tasks

Ms. Ryan distributed a chart referencing specific tasks and the fiscal quarter in which each task should be addressed and/or accomplished. Development of the Stormwater Management Plan is the first thing in Q3 of FY17, and the Notice of Intent is in Q4 of FY17. She briefly reviewed it, explaining as she went along. She stressed the importance of trying to get ahead on some tasks as doing so will represent cost savings if these things can be rolled into the overall project sooner than outlined. Brief discussion followed on projected costs, noting that this is on top of regular maintenance tasks performed by DPS.

Mr. Boynton added that we have to get caught up to what should be in the 2016 level as we are behind on some things. Now that we have a GIS person, some of the mapping may be a little more streamlined.

Responding to a question from Mr. O'Rourke on the Phosphorous Control Plan, Mr. Ryan stated that it is an estimate even though the costs may vary, based on how each piece of the plan is accomplished. She added that these figures are her recommendations for budgeting purposes and do not necessarily represent actual costs. It was noted that sources of phosphorous are varied, but exhaust from vehicles contributes, making runoff from each roadway also a contributing factor.

Selectman Crowley noted that he had some questions about budgeting with respect to Enterprise accounts and other funding sources. Mr. Holder responded that those have already been built into the program, based on 2011 figures. Selectman Crowley asked for updated numbers and a breakdown of funds. Mr. Chan Rogers pointed out that the whole purpose was for the EPA to get involved.

#### Next Steps

Chairman Trindade asked when the Selectmen will need to make some decisions. Mr. Holder responded that he and the Kleinfelder representatives will come back in September or October.

Chairman Trindade asked if there are things that should be included in rules and regulations that the Planning Board needs to weigh in on, such as zoning bylaws or other things, that should be addressed at Annual Town Meeting. Mr. Holder responded that work has already been done on some things with some staff, and members of those groups have been invited tonight.

Mr. Gino Carlucci, Planning Board consultant, stated he has been working with the Planning Board. The basic framework is that, for any activity requiring a permit from either the Planning Board or Conservation Commission, the stormwater portion (with respect to design standards) will be handled at that time. Other things will go through the Planning and Economic Development Board.

Mr. David Blackwell, Conservation Commission, asked that the materials be online before the meeting for the benefit of residents.

Ms. Ryan clarified that she is not connected with all the tasks already being done so the costs she's prepared may actually be lower if those tasks are near completion.

Selectman Crowley asked that the DPS secure a phosphorous level right now to see where we stand. He asked whether it was true that we could not apply for the new permit until the old one expires. Ms. Frederick responded that the Town can submit information on land use data indicating that the actual load was inaccurate, but the permit is what it is. There is a rigorous plan, but some of the components are seasonal tasks which would preclude the notion that it could be completed ahead of schedule.

General discussion followed.

#### **Entertainment License Request – Medway Community Farm, August 20, 2016:**

*The Board reviewed an Application and Police Chief's Recommendation.*

**Selectman D'Innocenzo moved that the Board authorize an entertainment license for Medway Community Farms for their event to be held at 55 Winthrop Street on August 20, 2016 subject to Police Chief's Recommendations; Selectman White seconded. No discussion. VOTE: 4-0-0.**

#### **Approval – One-Day Liquor Requests:**

*The Board reviewed Applications and Police Chief Recommendations for the following Thayer Homestead events: (1) James Deso, September 10, 2016; (2) Robin Stuart, September 11, 2016; (3) Kathy Cruz, September 17, 2016; and (4) Angela Price, September 24, 2016.*

**Selectman White moved that the Board approve one-day liquor licenses for Jamie Deso, Robin Stuart, Kathy Cruz & Angela Price respectively for their events to be held at the Thayer Homestead, subject to Police Chief's recommendations and evidence of appropriate insurance coverage; Selectman D'Innocenzo seconded. No discussion. VOTE: 4-0-0.**

**Action Items from Previous Meeting:**

*The Board reviewed the Action Item List.*

Mr. Boynton reported that the cable license renewal process is moving forward. The Ascertainment Hearings for both Comcast and Verizon will be held in September, for both Comcast and Verizon.

DPS Building Facility Committee will meet sometime after Labor Day to discuss next steps. We need to set up the RFP process for the designer as well as get a professional on board in order to move forward.

Mr. Boynton reminded the Board that EPFRAC committee will be meeting tomorrow at the Senior Center to discuss the RFP relative to recreational improvements.

**Approval of Warrants:**

*The Board reviewed Warrants 17-8 and 17-7AS.*

Selectman D'Innocenzo, Clerk, read aloud Warrants 17-8 and 17-7AS, dated 8-18-16, as follows:

17-8	Town Expenses	\$872,702.40
17-7AS	School Payroll	<u>\$ 2,970.77</u>
	TOTAL	\$875,673.17

**Selectman White moved that the Board approve the Warrants as read; Selectman Crowley seconded. No discussion. VOTE: 4-0-0.**

**Town Administrator's Report:**

Mr. Boynton stated that the Town needs to begin a planning process for some natural resource areas in the community. These range from management to forestation. These areas continue to have trees dying and the reason is unknown. Is it a water issue, a tree issue or the result of beaver dams? At this point, all opinions and suggestions are welcome.

Regarding the proposed Exelon expansion, the DEP is issuing a draft Air Permit and a public hearing is required. Ms. Stephanie Mercandetti, Community Development Director, is working with the School Department to identify a space for the hearing to take place in late September. The EFSB permit has not yet been issued.

The funds that Exelon contributed (\$50,000) for emergency preparedness for improving emergency power supply have been used to upgrade the electrical power connection at the high school. This will be powerful enough to support a large emergency power trailer.

In conclusion, Mr. Boynton reminded the Board that the Town Administrator contract expires at the end of this fiscal year.

**Selectmen's Reports:**

There were no reports.

**At 8:45 PM Selectman D'Innocenzo moved to adjourn; Selectman White seconded. No discussion.  
VOTE: 4-0-0.**

Respectfully submitted,  
Jeanette Galliardt  
Night Board Secretary