

Board of Selectmen's Meeting
May 16, 2016, 7:00 PM
Sanford Hall, Town Hall
155 Village Street
Agenda

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

Absent: Dennis Crowley, Member.

Staff Present: Michael Boynton, Town Administrator; Allison Potter, Assistant Town Administrator; Carol Pratt, Finance Director; Margaret Perkins, Director, Medway Public Library; Tom Holder, Director, Department of Public Services; Mary Becotte, Communications Director; Stephanie Mercandetti, Community Development Director.

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

Public Comments:

Ms. Traci Stewart reported that the last two sentences are missing from her Citizens' Petition in the printed Warrant. Mr. Boynton clarified that the final sentence was inserted after the "thereto" which usually signifies the end of the article. It is worded more like an explanation rather than part of the article language. Ms. Stewart says that's the way this particular article has been done in other communities. Mr. Boynton stated it can be added to the warrant language.

Ms. Sue Rourke, Ellis Street, asked if the Town was doing anything about gas line coming into Medway. Chairman Foresto reported that he and the Town Administrator met with a representative from Spectra Energy six months ago. As yet, final plans have not been presented to the Town. We are monitoring the process, noting that they intend to cross Town land.

Presentation – Fiscal Year 2015 Audit – Melanson & Heath:

The Board reviewed FY2015 Audit Materials.

Present: Carol Pratt, Finance Director; Frank Byron, Melanson & Heath.

Ms. Pratt reported that the firm of Melanson & Heath has been with the Town for many years. This year's audit has been done for some time. Mr. Byron has no issues with the audit.

Mr. Byron briefly reviewed highlights of the audit report. The narrative review is a summary of what the numbers mean. He discussed various sections of the audit, noting throughout that the bond companies now look very favorably at the Town, whereas ten years ago there was a much different scenario. If we make recommendations to improve internal controls, we would issue a management letter. However, there is no management letter this year. We did, however, identify a few areas that could use a little improvement, which we discussed with management. The Town is in great shape.

Mr. Boynton stated that this was a transitional year beginning with Ms. Kennedy retiring, following with Ms. Phillips leaving. Our current team takes their jobs very seriously and is committed to the processes.

Approval – Submission for Hazard Mitigation Grant Program Funds:

The Board reviewed the following information: (1) Memorandum dated May 11, 2016 from the Director of Community Development; and (2) Letter of Intent, dated May 11, 2016.

Present: Stephanie Mercandetti, Community Development Director.

Ms. Mercandetti briefly explained the current plan, noting that it has expired. In order to be eligible for future grant funding, the Town needs to have a plan in place. We need to submit a letter of intent for the next round of funding.

Selectman Trindade moved that the Board authorize the Chairman to execute the letter of intent as drafted by the Community Development Director; Selectman White seconded. No discussion. VOTE: 4-0-0.

Approval – Contract with Clean Harbor for Household Hazardous Waste Disposal -\$10,000:

The Board reviewed a Proposed Contract.

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

Mr. Holder explained that the Town has used Clean Harbor for several years. Because they are already enrolled as a state contractor, we will use a purchase order system for billing. Hazardous Waste Collection Day is Saturday, May 21, at the same location as last year within the industrial park.

Selectman Trindade moved that the Board authorize the Chairman to execute a contract with Clean Harbor for household hazardous waste disposal in an amount not to exceed \$10,000, subject to the review and approval of both Town Counsel and the Town Accountant; Selectman White seconded. No discussion. VOTE: 4-0-0.

Presentation - Agricultural Committee:

There were no background materials.

Present: Agricultural Committee: Paul Atwood, President; Bruce Hamblin, Vice President; and Margaret Perkins, Secretary.

Mr. Atwood stated the committee reorganized and named the new officers. He briefly reported on a review of Chapter 61 lands, noting that a lot of 61A land was recently purchased by the Town, which pulled it out of agricultural use and into open space. He noted that the Community Farm is doing well as a non-profit but is not enrolled as Chapter 61. Due to some of the fields not being used to produce items for a local Farmers Market, the land was made available as shares to residents.

There will be a concerted effort to locate parcels of land where agricultural products are being advertised for sale and those parcels may not be licensed to do so. There are certain criteria that determine whether a parcel can be considered for Chapter 61A such as size of parcel, dollar amount of sales from product produced on the land, and other factors. We need to learn where the agricultural activities are taking place in order to inform owners of existing programs that may be of benefit.

For the benefit of viewers, Selectman Trindade provided a quick summary of what Chapter 61 means, noting that the A classification is for agriculture. A large portion of the property taxes are deferred as long as the land is used for agricultural purposes, and when the land is placed on the real estate market,

the Town gets the first option to purchase the land in a process known as the Right of First Refusal. For a sale to an outside buyer, the deferred taxes must be paid and the account brought up-to-date.

Ms. Perkins reported that the committee needs more members, preferably persons with an agricultural background. We are reaching out to large land owners who may be interested. Mr. Hamblin suggested that broadening the vacancy posting might attract people who may not be land owners but who have an interest and are willing to learn. Selectman Trindade added that it could be advertised through the Medway Community Farm.

Approval – 2 Year Contract with All State Asphalt Inc., for Chip Sealing - \$50,000:

The Board reviewed the following information: (1) Memorandum dated May 16, 2016 from the Director of the Department of Public Services; and (2) Contract.

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

Mr. Holder reported that, rather than extend the contract with All State Asphalt, we have instead combined it into a two-year contract.

Selectman Trindade moved that the Board authorize the Chairman to execute a 2 year contract with All State Asphalt Inc. for chip sealing as presented; Selectman White seconded. No discussion. VOTE: 4-0-0.

Review/Approval – June 9, 2016 Special Town Meeting Warrant:

The Board reviewed the June 9, 2016 Special Town Meeting Warrant.

Mr. Boynton stated that the Warrant contains two articles, one of which will be updated to include the language as discussed during public comments. The warrant, amended, can now be posted, if the Board approves.

Selectman Trindade moved that the Board approve the warrant as amended relative to Article 1 and direct it to be posted as specified in the Town Charter; Selectman White seconded. No discussion. VOTE: 4-0-0.

Discussion followed on Article 2.

Approval – Host Community Agreement with COMMCAN, INC.:

The Board reviewed the Host Community Agreement.

Mr. Boynton reported that this is the first time this has been made public, utilizing comments from the Board as well as Town Counsel. This is a five-year agreement for a cultivation facility in the industrial Park on the Millis line. The applicant is currently before the Planning Board for a Special Permit, one requirement of which is to have an executive Host Community Agreement. Mr. Boynton briefly outlined some of the things that will be provided to the Town as part of the agreement.

Selectman Trindade moved that the Board authorize the Chairman to execute the Host Community Agreement with COMMCAN Inc., as presented; Selectman White seconded. No discussion. VOTE: 4-0-0.

Execution of PILOT Agreement – Exelon West Medway II, LLC:

The Board reviewed the PILOT Agreement.

Selectman Trindade moved that the Board execute the Exelon PILOT agreement as authorized by Annual Town Meeting; White seconded. No discussion. VOTE: 4-0-0.

Approval – Inter-municipal Agreement with Franklin For Its Use of Medway’s Council on Aging Van:
The Board reviewed the Contract.

It was clarified that this is for the use of Medway’s van, not the GATRA van.

Selectman Trindade moved that the Board authorize the Chairman to execute the inter-municipal agreement with the town of Franklin for its use of Medway’s Council on Aging van; Selectman White seconded. No discussion. VOTE: 4-0-0.

Approval – One-Day Liquor License Requests:

The Board reviewed applications and Police Chief Recommendations for the following Thayer Homestead events: (1) Rebecca LeMarbre – May 21, 2016; and (2) Jesse & Gary Krist -- May 28 & 29, 2016.

Selectman Trindade moved that the Board approve one-day liquor licenses for Rebecca LeMarbre and Jess & Gary Krist for their events at the Thayer Homestead on May 21 & May 28-29, 2016, subject to Police Chief’s recommendations and proof of appropriate insurance coverage; Selectman White seconded. No discussion. VOTE: 4-0-0.

Approval - CF Cycle for Life Ride – October 1, 2016:

The Board reviewed the following information: (1) Documents describing the events; and (2) Police Chief’s recommendations.

Selectman Trindade moved that the Board approve the request to allow cyclists to travel through Medway for the CF Cycle for Life Ride on October 1, 2016 subject to the Police Chief’s recommendations; Selectman White seconded. VOTE: 4-0-0.

Action Items from Previous Meeting:

Review of the Action Items List was postponed until the entire Board was present.

Approval of Warrants:

The Board reviewed Warrant 16-47.

Selectman D’Innocenzo, Clerk, read aloud Warrant 16-47, dated 5/19/16, presented for approval:

16-47P	Town Payroll	\$ 376,952.03
16-47SP	School Payroll	\$ 808,605.64
	TOTAL	\$1,185,557.67

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 reported that the Alcoholic Beverages Control Commission (ABCC) performed Alcohol Compliance Checks this past weekend with no violations in Medway.

The results of a recent traffic enforcement update are in: 54 traffic stops for speeding in high traffic areas.

There was a significant house fire in Medway on Village Street. There were no injuries, and the quick work is a testament to the training our folks receive. The Town has been working with the homeowner to get some assistance for her, and the State Fire Marshall is investigating the cause of the fire.

Regarding Energy Procurement, Mr. Boynton stated that they met with a consultant recently. This is separate from the municipal aggregation discussion. We need to make sure that we are applying energy the best way we can. We are going to reach out to Bay State Consultants to help work toward competitive procurement of electricity for heavy users of power. We would like to develop a joint plan for schools and municipal offices.

Selectmen's Reports:

Selectman White reminded residents of the Town Election tomorrow and identified polling locations and hours, adding that brand new voting booths are in place.

Selectman White noted that she and Selectman D'Innocenzo attended the Maddie Lamson Field ceremony which was quite moving.

Executive Session, Exemption 6:

At 8:10 PM Selectman Trindade moved that the Board enter Executive Session under Exemption 6 to consider the purchase, exchange, taking, lease, or value of real property if such discussion may have a detrimental effect on the negotiating position of the governmental body [Review and possible release of Title Report for Property off of Milford, West, and Alder Streets] & Exemption 3: To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the government's bargaining or litigating position; [Release of Executive Session Minutes from 8/31/2015] with no intent to return to public session; Selectman White seconded. The Chair did so declare for both exemptions. No discussion. Roll Call Vote: 4-0-0 (D'Innocenzo, aye; Foresto, aye; Trindade, aye; White, aye).

Respectfully submitted,
Jeanette Galliardt
Night Board Secretary