

Board of Selectmen's Meeting
February 6, 2017 - 6:30 PM
Medway High School - Library
88 Summer Street

Present: Glenn Trindade, Chair; Maryjane White, Vice Chair; Richard D'Innocenzo, Clerk; Dennis Crowley, Member (6:39 PM); and John Foresto, Member.

Staff Present: Michael Boynton, Town Administrator; Allison Potter, Assistant Town Administrator;

Others Present: Susy Affleck-Childs, Planning and Economic Development Coordinator; members of the Community Preservation Committee and members of EPFRAC.

At 6:32 PM Chairman Trindade called the meeting to order and led the Pledge of Allegiance.

Approval – Transfer of Entity from PGC Associates, Inc. to PGC Associates, LLC:

The Board reviewed the following information: (1) Correspondence from Gino D. Carlucci, Jr. Requesting Entity Change; and (2) EIN Confirmation from the Internal Revenue Service.

Mr. Boynton explained that this is a change in corporate ownership and name.

Selectman Foresto moved that the Board approve a change in entity currently referred to as PGC Associates, Inc. to PGC Associates, LLC as requested; Selectman White seconded. NO discussion. VOTE: 4-0-0.

Vote – Close May 8, 2017 Annual Town Meeting Warrant

The Board reviewed the following information: (1) Fiscal Year 2018 Budget Calendar; and (2) 2017 Town Meeting Calendar.

Mr. Boynton reminded the Board that the Warrant has been open for a few weeks. There are around 50 articles including Planning and Zoning articles. He briefly highlighted some of them, noting that many are of an annual housekeeping and accounting nature.

Selectman D'Innocenzo moved that the Board close the May 8th Annual Town Meeting /warrant on February 6, 2017; Selectman White seconded. No discussion. VOTE: 4-0-0.

Mr. Boynton pointed out that, if the need arises, the Board can open and close the Warrant to allow the addition of articles up until the date it is officially posted.

Approval – 6th Annual Shamrock Shuffle – March 11, 2017

The Board reviewed the following information: (1) Email dated January 17, 2017 requesting event; (2) Map of Race Route; and (3) Police Chief's Recommendation.

It was noted that this is an annual event.

Selectman Foresto moved that the Board approve a special events permit for the 6th Annual Shamrock Shuffle to be held on March 11, 2017 subject to fulfillment of the Police Chief's recommendations; Selectman White seconded. No discussion. VOTE: 4-0-0.

Approval – One-Day Liquor License Requests for Events at Thayer Homestead

The Board reviewed applications and Police Chief recommendations for the following Thayer Homestead events: (a) Daniel Benabou, February 15, 2017; (b) Mariah Mellor, February 25, 2017; (c) Michelle Callahan, March 5, 2017; (d) Martine Metelus, March 18, 2017; and (e) Sweta Girgenrath, April 22, 2017.

Selectman Foresto moved that the Board approve one-day liquor licenses for Daniel Benabou, Mariah Mellow, Michelle Callahan, Martine Metelus and Sweta Girgenrath for events to be held at the Thayer Homestead on February 15, February 25, March 5, March 18, and April 22, 2017 subject to Police Chief's recommendations and proof of appropriate insurance coverage; Selectman White seconded. No discussion. VOTE: 4-0-0.

Discussion - New Recreational Marijuana Law

The Board reviewed a spreadsheet listing possible actions by the Town relative to enacting local regulations.

Mr. Boynton reported that the required letters have been sent out. A placeholder zoning moratorium article for the Annual Town Meeting has been drafted. Discussion followed. It is possible that the Attorney General may propose a one-year moratorium. What does a moratorium mean? Should we create a list of definitions? What information should be posted on the website?

Selectman Crowley suggested that a non-binding ballot question be the first step to get a sense of what the community feels. Selectman White asked about the differences between some of the options. Selectman D'Innocenzo agreed with Selectman Crowley on first doing the non-binding question. After brief discussion, the Board decided to leave it to the Town Administrator on consultation with Town Counsel as to the wording of the question. Selectman Crowley suggested that a ballot question could be on the ballot even if the Warrant article goes forward.

Chairman Trindade theorized that a one-year moratorium may be good until the state decides what it wants to include in its regulations. Mr. Boynton noted that his preference would be an 18-month moratorium.

Mr. Boynton stated he will work with Town Counsel to prepare the question ready by the end of the week and take it from there.

Action Items from Previous Meeting

The Board reviewed the Action Items List.

Selectman Crowley asked about the Urban Renewal Plan and if it was delayed again. Mr. Boynton responded that he spoke with Ms. Mercandetti who reported that the final draft is being reviewed.

Approval of Warrants

The Board reviewed Warrants 17-33S, 17-33P and 17-33SP.

Selectman D'Innocenzo, Clerk, read aloud Warrants 17-33S, 17-33P and 17-33SP, dated 2/9/2017, presented for approval:

17-33S	School Expense	\$ 436,585.28
17-33P	Town Payroll	310,490.96

17-33SP	School Payroll	828,305.88
	TOTAL	\$1,575,382.12

Selectman Foresto moved that the Board approve the Warrants as read; Selectman White seconded. No discussion. VOTE: 5-0-0.

Approval of Minutes

The Board reviewed draft meeting minutes from October 4, 2016; October 17, 2016; November 14, 2016; November 21, 2016 and November 30, 2016.

Selectman D’Innocenzo moved that the Board approve meeting minutes from October 4, 2016, as presented; Selectman White seconded. No discussion. VOTE: 3-0-2 Crowley and Foresto abstained.

Selectman White moved that the Board approve meeting minutes from October 17, 2016, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

Selectman Foresto moved that the Board approve meeting minutes from November 14, 2016, as presented; Selectman Crowley seconded. No discussion. VOTE: 4-0-1 -- D’Innocenzo abstained.

Selectman Foresto moved that the Board approve meeting minutes from November 21, 2016, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 3-0-2 – Crowley and White abstained.

Selectman Foresto moved that the Board approve meeting minutes from November 30, 2016, as presented; Selectman White seconded. No discussion. VOTE: 4-0-1 -- D’Innocenzo abstained.

Town Administrator’s Report:

Mr. Boynton reported that later this week the Finance Director will have draft budget projections and health insurance estimates. At this time an increase of 28% for health insurance premiums has been built into the Town budget. The budget cannot be finalized until the health insurance piece has been resolved. He asked the Board to consider Saturday March 4 as a budget workshop meeting. Brief discussion followed. Selectman Crowley asked for hard copy of the proposed budget.

Mr. Boynton provided the Board with a Snow & Ice Update along with storm removal expenses from this year as well as the past five years. Brief discussion followed on procedures utilized to mobilize crews. If the budget is exceeded, we may need to get a budget transfer authorization.

Selectmen’s Reports:

Selectman Crowley asked if the Capital Improvement Planning Committee was to be part of this Joint Meeting. Ms. Potter responded that the CIPC Chair had indicated they were not prepared to meet with Board. Selectman Crowley asked if the Board could get the CIPC recommendations in advance of the meeting where they will meet with the Board, whenever that will be.

Brief discussion followed on meals tax and how that revenue is apportioned. The original warrant article specified how it would be used, but that was a one-time deal. There is no obligation to put it into the OPEB account. Each year the repository account needs to be identified.

Executive Session:

As the Joint Meeting was about to begin, the Executive Session was postponed.

Public Comment:

All attendees were present to see the presentation.

At 7:22 PM Chairman Trindade moved that the Board suspend its meeting; Selectman White seconded. No discussion. VOTE: 5-0-0.

Joint Meeting with Community Preservation Committee and Evaluation of Parks, Fields and Recreational Areas Committee – Parks and Playgrounds Improvements Project:

The Board reviewed a PowerPoint presentation entitled Medway Parks & Playground Project.

At 7:30 PM Mr. Mark Cerel, Chair, called the meeting of the Community Preservation Committee to order as there was a quorum of members present.

At this time, Selectmen D’Innocenzo moved that the Board of Selectmen reconvene the its meeting; Selectman White seconded. No discussion. VOTE: 5-0-0.

At 7:35 PM Mr. Cerel declared the annual Public Hearing open for formal proposals.

Ms. Susy Affleck-Childs provided copies of a proposal to revisit the Open Space and Recreational Plan, requesting \$25,000 from CPC in FY18 to fund a study. It was last developed in 2009 and 2010 under the Open Space Committee. That plan will expire in June 2017 and we would like to see it revisited and updated. There has been a lot of activity in Medway in terms of open space and we feel the timing is appropriate to undertake an more official process. To establish an open space and recreation plan. The goals of the plan are outlined on the proposal. One of the key points is that access to grant funds as well as state funds is the requirement of having a plan in place. She briefly reviewed various components of the plan. CPC members briefly discussed the proposal with some members expressing concern about the timing, and possible lack of funding due to constraints and commitment to other projects.

Chairman Trindade summarized the history of the millage which was to improve handicap accessibility to existing recreational venues. Brief discussion followed. Selectman Crowley asked if the Town has the option to add additional funds should the state funds not come through. Should we wait until the EPFRAC plan is in place and then bring in a consultant? Mr. Cerel noted that this Open Space Recreation Plan is a “big picture” kind of thing. Mr. Wieler suggested that, as long as the plan is not inconsistent with the EPFRAC plan, it should be part of the overall Open Space Master Plan. This helps make the Town eligible for various sources of funding.

Responding to a question from Selectmen Crowley, Ms. Affleck-Childs stated that there is no reason why this study should impact the EPFRAC initiative. She noted that they looked at plans from other communities. Referring to a suggestion about issuing an RFP, she responded that she has no interest in doing so and believes the \$25,000 is an appropriate amount.

Mr. Boynton reported that the Town would also like to consider digitalization of historical records at Town Hall to make those records more accessible and to preserve them. Mr. Cerel pointed out that CPC has already spent significant money to digitize some financial records.

Aside from this presentation, is there any other proposal for the upcoming fiscal year. There being none, Mr. Cerel declared the public hearing closed at 7:59 PM.

EPFRAP Presentation – Parks Rehab Project:

Mr. Cerel noted that Town Meeting voted to fund design services, the RFP was issued, a design firm retained, a series of meetings were held with some open to the public, and the results of these efforts are ready to share with CPC tonight.

Ms. Clara Batchelor and Mr. DJ Chagnon, CBA Landscape Architects, were on hand to present information on the proposed Parks Improvement Project. Ms. Batchelor stated they were hired to look at three specific parks: Choate Park, Cassidy Field and Oakland Park as well as the Medway Middle School. The fields are actually in good shape, so the project is intended to improve the parking to lessen the conflict between the field and the senior center as well as help improve facilities at the middle school to support programs there.

Utilizing a PowerPoint presentation, Ms. Batchelor began with the Choate Cassidy Master Plan, pointing out the core area. She noted that they will talk about first phases of implementation, how they redeveloped the core area where one enters the park area, considered areas around the pond, playing fields, and a new entrance to Choate as part of Route 109 redesign project. Components covered included 68 parking spaces in the parking lot; improved pedestrian access, reworking the playground with separate equipment designed for children ages 2-5 years or 6-12, a picnic area and pavilion. She clarified that they do not envision redesigning the existing building.

How would you divide this into phases? Start with the core area which would provide a fresh face to the park for about \$1.5 million. An additional \$96,000 to add a splash area where the water can be recirculated instead of down the drain. A pathway that is handicap accessible would be another \$50,000, and if it were to be lit, that would cost another \$40,000. Adding lights to a second field is another component at \$312,000. A path around the pond is not accessible all the way around, and to make it less than 5% incline we would have to add handrails partial path for \$92,000. It would not go all the way around but it would be a walking path. Adding a walkway along the pond near an old fire pit, and to connect it to a lookout platform would be \$104,000.

It was noted that there was no particular order to some of these additional improvements. The core area is the most important area to start with. With input from the community, CPC and other groups, a list can be compiled in order of priority. Many combinations of improvements are possible.

Mr. Chagnon briefly reviewed areas and noted that additional plans are posted on the Town website. For the Cassidy Field/Senior Center area, if the \$1.5 million is too high a price tag, the additional parking lot of 35 more spaces could be left for another time. For Medway Middle School, additional improvements could include resurfacing or rebuilding the track, better seating, or the addition of sports lighting. Brief discussion followed on whether the bathrooms at Choate Park would satisfy the needs of Camp Sunshine participants, many of whom are disabled. The existing swimming area and sand beach at Choate has been deemed unhealthy by the Board of Health.

Mr. Cerel opened the discussion to questions from CPC members. Ms. Wright wanted to know about the concession stand. Ms. Batchelor responded that the structures they have been looking at have an openable window which could also serve as a concession stand. Right now the existing concession stand is non-functional.

It was that field lighting could cost \$300,000. This cost seems high, and perhaps lighting could be added to Little Fenway Field. Mr. Chagnon responded that they assumed everything would go through the public bidding process, adding that they based their estimated on recent field projects. Yet there could be existing items that could be funded privately.

Brief discussion followed on the splash area and possibly recirculating the water, lowering the flow to save water, low flow systems and water connections.

Referring to communicating this project to Medway voters, Mr. Wieler asked what level of compliance must be met for these three areas. What budget number do we need to reach? Mr. Cerel pointed out that the existing equipment is beyond its useful life. The Phase 1 portion of the project addresses ADA compliance for the playground areas. Mr. Chagnon clarified that they did not prepare a workup that addressed only the ADA-safety-traffic issues. Items such as the pavilion could be left out.

An Oakland Street resident asked for additional handicapped spaces at the Senior Center and expressed support for Camp Sunshine as it needs its own space. Was there any consideration of putting the splash pad at Oakland Street instead of at Choate Park? It was noted that residents who attended the meetings felt that Choate was a more appropriate location. The location should not have a significant impact on the cost. Discussion followed on the uniqueness of the Camp Sunshine users.

A resident asked if the parking lot at the Senior Center could be restriped to allow more handicapped spaces. Ms. Batchelor stated that the building code specifies one handicapped space for every 25 regular ones. She added that their directive was to consider the parking in the area, not necessarily to help the Senior Center, but to increase parking so that Senior Center activities were not hindered. The configuration of the asphalt will not change no matter how many handicapped spaces are provided.

Mr. Chuck Hodge stated his property abuts the area next to the tennis courts. He asked about the relocation of the storage area as it currently seems to be a dumping ground for broken equipment. Is there any kind of discussion on a privacy buffer? Are we going to be drowned in light with all the new lighting? It was noted that trees will not be removed to improve the tennis courts. The storage area will be revamped to consolidate its functions to eliminate it being an eyesore.

Discussion followed on the approximate \$3 million available in the CPC budget. It is unclear how much would be proposed for consideration at Town Meeting as this is the first time the CPC has seen this presentation. Chairman Trindade briefly explained how the CPC allocates its funds, especially if another piece of open space became available or historical property. The Board of Selectmen wants to be able to have funds available in case one of those should occur.

There were no additional comments or questions from the audience.

Selectman D'Innocenzo, EPFRAC Chair, asked the Community Preservation Committee what it would like to do as EPFRAC has worked very hard to evaluate the surveys, hold meetings and determine what needs to happen first. He asked that the Community Preservation Committee to review it and give us their thoughts. Mr. Cerel responded that his suggestion would be to determine which items would qualify as an expenditure from CPA funds; for example, Senior Center property does not while playground equipment does. Once that is done, the design elements need to be prioritized. It was noted that the CPC budget is around \$3 million but not all of that may be available. Some borrowing could also occur.

Mr. Boynton emphasized that EPFRAC did a tremendous job on this project. The scope still needs to be refined based on funds available. Is there anything in this design that should come out or be re-evaluated? Mr. Cerel noted that there were earlier versions that may have impact on conservation and wetland issues. Mr. Travallini clarified that there is work that would be done in a resource area (Chicken Brook). The Conservation Commission worked with the landscape architects on what kinds of activities could occur in the resource area.

Mr. Wieler asked how much of the removal of old equipment will come out of CPC funds. He also expressed concern about significantly altering the terrain to create a 5% incline for ADA compliance. Mr. Chagnon stated that, at Choate/Cassidy, the only point that will have minor grading is the path to the overlook. The very steep hill at the end of the ball field down to the existing playground area is the only spot where there will be significant regrading. Selectman Foresto expressed concern that the project design puts infrastructure into a parking lot which is then ruined by regrading.

Representing the Planning and Economic Development Board, Mr. Matt Hayes explained that the surveys were done online, and, for the most part, the items that showed up as high priority ended up in Phase 1. Ice skating facilities did not rank as they are quite expensive at a cost of \$500,000 for a permanent rink for the winter in addition to its operating costs.

Mr. Liscombe asked which of these items previously mentioned would be paid for with CPA funds, noting that there is really nothing historical about any of these improvements. Mr. Cerel added that maintenance or deferred maintenance definitely cannot be funded with CPA funds.

Mr. Paul Mahoney, EPFRAC member committee, noted that they tried to prepare this without any kind of operating budget. Can we count on the state money? Should we move forward without knowing for sure? Should we go to bid first and then see how things can be bundled? Ms. Batchelor theorized that, if it was a million-dollar budget, they would aim at \$950,000 to leave wiggle room for the add-on alternates that will bring it close to the one million-dollar mark.

Mr. Cerel noted that the Board of Selectmen and EPFRAC are both getting some feedback tonight. CPC is not going to design this project. Take the input and work with it. We then make a recommendation. If it turns into a positive recommendation, it will go to Town Meeting.

Ms. Allison Slack, CPC Member, expressed concern about the ADA compliancy issue. Mr. Cerel pointed out that ADA issues are more than trails and boardwalks. It's providing equipment that a handicapped child can actually use and have an enjoyable experience. What about a handicapped parent who accompanies their able-bodied child to the playground? What are the playground surfaces now?

Regarding the splash pad, CPC members wanted to know how much water would be used and how would it work. Whether it is recirculating or not, there is a push button a child can press, and the spray lasts for 30 seconds. A timer controls the hours of operating, which would prevent teenagers at midnight getting any water. A similar size splash pad in Somerville used 475,000 gallons, 4,000 gallons a day, for this past summer. Mr. Cerel cautioned that there may be costs for chemicals or perhaps liability insurance to cover individuals using the splash pad. Brief discussion followed on a facility in Walpole.

At this time, Chairman Trindade polled the Selectmen. Selectman Foresto asked that if people want to spend \$2.5 or \$3 million, say so now so the Board can work on the financial planning. Selectman White concurred, noting that they need to know what the numbers are so we can pick and choose components. Where will we get the money from? Selectman Crowley responded that \$1.5 million would come from Community Preservation Act funds distributed by the Community Preservation Committee, \$1 million from the state and the rest from Town Meeting appropriation. The proposed revenue coming from assisted living, Exelon expansion and other things should be enough to cover it. Discussion followed during which it was noted that mentioning ADA issues in a phone call with Senator Spilka helped push the project to the top of the list. Brief discussion followed on DOR regulations, cash on hand and the ability to bond the necessary amounts. Mr. Cerel stated that he is comfortable using a chunk of cash that is in reserves. He emphasized that, while there is more money in the CPA account, we need to know that the \$1.5 million is your target amount.

Selectman D’Innocenzo, EPFRAC Chair, asked how the committee can help. Do you want us to break the project into pieces? Mr. Wieler suggested that the budget be broken down to help see what things could be paid for with that \$1.5 million. Mr. Cerel suggested that breakdown go up to \$2 million, pointing out that all kinds of things that figure into public construction, i.e., prevailing wage, etc. and asked that the budget show us what can be done for 2 million even though he was not committing to the \$2 million. Mr. Mahoney suggested that anything over \$1.5 million should be placed on the add-on list. It was also suggested that the estimates be labeled to indicate which ones could be paid with CPC funds according to CPA guidelines.

It is noted that the rest of the meeting agenda was for CPC review only; the EPFRAC and Board of Selectmen meeting was concluded. **At 9:43 PM Selectman Foresto moved to adjourn; Selectman White seconded. No discussion. VOTE: 5-0-0.**

Respectfully submitted,
Jeanette Galliardt
Night Board Secretary