

**Board of Selectmen's Meeting
March 26, 2018 – 7:00 PM
Sanford Hall
155 Village Street**

Present: Maryjane White, Chair; Richard D'Innocenzo, Vice Chair; Dennis Crowley, Clerk; John Foresto, Member; Glenn Trindade; Member.

Staff Present: Michael Boynton, Town Administrator; Allison Potter, Assistant Town Administrator; Carol Pratt, Finance Director; Police Chief Allen Tingley; Fire Chief Jeff Lynch, Deputy Chief Michael Fasolino, Captain Thomas Irwin, Lieutenant Matthew Anzivino, Lieutenant Brian Tracey, Lieutenant Craig Vinton, Fire Fighters Timothy Benoit, Steve Brody, Shawn Foster, James Kaufman, Jack Lennon, Kevin Moreau; Courtney Riley, Director, Council on Aging.

Others Present: Don Aicardi, School Finance & Operations Director; Superintendent Armand Pires; Susan Dietrich, School Committee.

At 7:02 PM Selectman White called the meeting to order and led the Pledge of Allegiance.

Board Appreciation: Firefighter/Paramedic James Kaufman

Town Administrator Boynton noted he will invite the new Fire and Police staff to meet the Board at a later date.

Fire Chief Lynch reported that Firefighter/Paramedic James Kaufman, while off duty and out to dinner with his family, recognized that a patron at PJ's Smoke 'N Grill was choking and restaurant staff had been unable to help the patron. Firefighter Kaufman offered to assist and successfully performed the Heimlich Maneuver, resulting in a positive outcome for this patron.

Town Administrator Boynton stated Firefighter Kaufman has been provided with a letter of recognition from the Town. Each member of the Board and Town Administrator Boynton expressed thanks to Firefighter Kaufman and all public safety personnel for everything they do to keep Medway residents and visitors safe. Mr. Boynton then recognized the newest four members of the Medway Fire Department: Timothy Benoit, Shawn Foster, James Kaufman, and Jack Lennon. Mr. Boynton was also pleased to announce the addition of a Chaplain at the Fire Department, Rick Marcoux, who is also Chaplain of the Bellingham and Franklin Fire Departments and a former Bellingham Firefighter.

Public Comments: Medway High School (MHS) students Jack Haddigan, Drew Plunkett, Kathryn Creonte, and Sam Dipillo addressed the Board requesting specific improvements to the Oakland Park basketball court. They requested that the following four items be included in the improvement project: (1) installation of single rims versus double rim, (2) the height of both hoops be at ten feet, as one is currently only at 9.5 feet, (3) repaving the court to resolve the cracks, divots and puddle issues and (4) replacing the two wooden benches. Selectmen Crowley and Trindade asked if another court, i.e. Memorial School is also a priority or if Oakland is sufficient and their preference. The students reported that Oakland is the favorite location and gets high utilization in the summer and school vacations. They stated the location is sufficient. Town Administrator Boynton stated he will review the current Oakland Park project plans and will address the inclusion of these requested modifications.

Approval of Minutes: March 5, 2018 and March 19, 2018

The Board reviewed the draft minutes of March 5th and 19th, 2018.

Selectman Trindade moved that the Board approve the minutes for March 5, 2018. Selectman Foresto seconded. No Discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board approve the minutes for March 19, 2018. Selectman Foresto seconded. Discussion. Selectman Crowley asked for verification on line 31 that this was funded via a capital article. Town Administrator Boynton confirmed. **VOTE: 5-0-0.**

Discussion/Vote: Fiscal Year (FY) 2019 Proposed Budget & Enterprise Funds

There were no materials for the Board to be reviewed.

Town Administrator Boynton directed the Board to the specific motion provided by Finance Director Pratt. Since the Board voted to send the budget to the Finance Committee (FinCom) as presented, we needed to make adjustments to the following budgets due to two new hires: Communications Director and Community and Economic Development Director. Mr. Boynton noted there is no change in the total budget but just a reallocation of funds from the full time salaries to professional/technical and dues and subscriptions for both the Communications and Economic Development departments respectively.

Selectman Trindade moved that the Board authorize the decrease of the FY2019 Communications full-time salaries budget to \$54,000 and increase the FY2019 Communications Professional/Technical budget to \$12,000; and furthermore, the decrease of the FY2019 Economic Development full-time salaries budget to \$145,777 and increase the FY2019 Economic Development Dues & Subscriptions budget to \$3,140. Selectman Foresto seconded. No Discussion. VOTE: 5-0-0.

Town Administrator Boynton noted the Charles River Pollution Control District (CRPCD) Sewer Enterprise budget line item is down \$102,000 based on updated information from CRPCD. He noted this is the only change made to the Enterprise Fund budgets previously presented to the Board. He validated there is no change to the 60-20-20 DPS Facility debt allocation percentage to the General Fund/Water/Sewer Funds. Mr. Boynton stated we will revisit this allocation percentage in FY 2020, potentially decreasing the Sewer allocation to 10-15% and adding some to the Solid Waste and General Funds. Selectman Crowley noted this adjustment in FY2020 would decrease the impact on sewer rate increases.

Selectman Trindade moved that the Board approved the Fiscal Year 2019 Enterprise budgets as presented with the Sewer update as discussed on March 26, 2018. Selectman Foresto seconded. No Discussion. VOTE: 5-0-0.

Mr. Boynton noted that is all the action required by the Board for the FY2019 Budget. He reported the FinCom has met with the School to review their proposed FY2019 budget. The FinCom will be meeting with the Police and Fire Departments this Wednesday and with the rest of the departments again on April 11th.

Discussion/Vote: May 21, 2018 Special and Annual Town Meeting Warrants

The Board reviewed the (1) May 21, 2018 Special Town Meeting Warrant and the (2) May 21, 2018 Annual Town Meeting Warrant

Special Town Meeting Warrant:

ARTICLE 1: (Transfer: Snow and Ice Deficit)

Town Administrator Boynton explained this is the annual Snow & Ice Deficit line noting there was a deficit in the amount of \$126,000. He stated there is a projected surplus of funds in the DPS budget due to the delay of the MS4 implementation in the amount of \$150,000 in the storm water account that will not be utilized in this budget cycle. Mr. Boynton is recommending transferring \$135,000 out of the storm water account to the snow and ice budget. This is an interdepartmental transfer requiring a vote at Town Meeting. This deficit includes the last storm and there are still some clean-up items to be resolved. He noted that if after Town Meeting, the costs are above \$135,000, we would come back and address any funding requirements at that time.

Selectman Foresto moved that the Board approve Article 1. Selectman Trindade seconded.

Discussion. Selectman Crowley asked if the number can be changed if the budget runs over. Mr. Boynton stated yes but only prior to the posting of the warrant. Once the warrant is posted, the number cannot be changed. Selectman Foresto asked if the County approached the Federal Emergency Management Association (FEMA) for available funds. Mr. Boynton did not know but according to Director D'Amico, it does not look like we will be eligible for funds from the Massachusetts Emergency Management Association (MEMA). **Vote: 5-0-0**

ARTICLE 2: (Transfer from Fiscal Stability to General Stabilization)

Town Administrator Boynton stated Article 2 and 3 are similar and are based on the discussions at the February 24th Budget Workshop meeting regarding decreasing the number of stabilization funds; specifically, moving the Fiscal Stability Trust, Storm, Health and Operating Stabilization Funds into the General Stabilization fund. The Fiscal Stability Trust requires a separate vote. Article 2 addresses this and the others are addressed in Article 3.

Selectman Foresto moved that the Board approve Article 2. Selectman Trindade seconded. No Discussion. Vote: 5-0-0

ARTICLE 3: (Transfers to General Stabilization Fund)

Town Administrator Boynton reiterated this article moves the Storm, Health and Operating Stabilization Funds into the General Stabilization Fund.

Selectman Foresto moved that the Board approve Article 3. Selectman Trindade seconded.

Discussion: Selectman Crowley asked Finance Director Pratt to explain the additional approximately \$200 in these funds. Ms. Pratt stated this was from accrued interest. Selectman Crowley asked what happens to any further accrued interest. Ms. Pratt stated that would fall to free cash. Selectman Crowley requests these figures be placed in the warrant to help explain to the residents the intent of the article. **Vote: 5-0-0**

ARTICLE 4: (Establish and Transfer to Debt Stabilization Fund)

Town Administrator Boynton reminded the Board that we are establishing a Debt Stabilization Fund to help address excluded debt. This is establishing the fund and transferring \$450,000 into it from free cash. This amount will be transferred to the FY2019 debt service budget at Annual Town Meeting. At Fall Town Meeting, we will put in \$1, 250,000, which is the difference of the \$1,700,000 and this \$450,000.

Selectman Foresto moved that the Board approve Article 4. Selectman Trindade seconded.

Discussion. Selectman Crowley requested that this article be explained in detail to the residents at Special Town Meeting and Annual Town Meeting as this is the utilization of the Exelon funds to address tax relief. **Vote: 5-0-0**

ARTICLE 5: (Transfer to Water Main Projects)

Town Administrator Boynton reminded the Board of the \$250,000 needed for the design and engineering of the Brentwood and related water infrastructure projects. Instead of appropriating an additional \$250,000, Finance Director Pratt was able to identify two sources of unused funds to repurpose for these projects: \$113,000 from the 2010 Town Meeting and \$148,000 from the 2015 Town Meeting. These were previously authorized and borrowed but not utilized.

Selectman Foresto moved that the Board approve Article 5. Selectman Trindade seconded.

Discussion: Selectman Crowley asked if this is part of the bonding for the DPS/Water projects provided in the budget book. Ms. Pratt stated no, that these are funds already borrowed but not utilized. Selectman Crowley asked for clarification on what is included in the bonding. There was further discussion on the strategy and timeline for borrowing for these projects. Mr. Boynton noted we have projected debt service to allow for gradual acceleration to the design project. The \$1million noted in the budget book is the beginning portion of the total \$5million needed for the Brentwood and associated projects. Mr. Boynton also reported that the original scope has been expanded to include extension of the water main line down Holliston, Maple, and parts of Ellis and Coffee Streets, resulting in the \$5 million total cost. He anticipates the design to occur over next twelve months and funding the project at Annual Town Meeting next year with shovels in ground in calendar year 2019. Mr. Boynton explained we are not bonding but building debt capacity into the budget for these projects in the stabilization fund. **Vote: 5-0-0**

ARTICLE 6: (Transfers to Water Main Project)

Selectman Foresto moved that the Board approve Article 6. Selectman Trindade seconded.

Discussion: Selectman Trindade explained this was the original appropriation for water tank chemical mixing equipment. He asked if we have ensured this is functioning and has addressed the problem. Town Administrator Boynton confirmed the chlorination equipment is working well disinfecting the water. Selectman Crowley asked what specific project the funds are being transferred into. Mr. Boynton explained this was the Village/Adams Street project where we borrowed more than we needed and needed to wait until the water abatement trust reimbursed the Town. This allows us to pay off the debt from another project already on the books. Ms. Pratt explained this is cleaning up Town debt.

Vote: 5-0-0

ARTICLE 7: (Transfer to Athletic Fields Stabilization Fund)

Selectman Trindade reported that the Parks Commission has not voted on this item so requested holding the Board's vote this until this occurs. All were in agreement to hold on voting this article. Selectman Foresto asked if the Parks Commission completed their financial review and recommendations moving forward. Mr. Boynton referred to the handout provided at the meeting reminding the Board that Mr. D'Amico and Ms. Pratt completed a chart of accounts for the parks system so that both revenue and expenses of all fields can be tracked in MUNIS. Mr. Boynton requested Ms. Pratt to look at these revenues, noting balances each year. The group discussed the handout that showed a 3 year snapshot from FY17 through FY19 that includes the recommendation of the new Recreation Director position. This results in creating an actual department to move the Parks Department operationally to the next level. The group reviewed anticipated numbers for FY19. Mr.

Boynton stated transferring \$50,000 yearly into stabilization is a policy decision to be made by the Parks Commission. Both Selectman Foresto and Crowley wanted to utilize these funds to decrease the costs of fields to Medway sports teams and residents. Selectman Trindade asked what Town Counsel determined as to who controls what. Mr. Boynton reported rates/fees are under jurisdiction of the Parks Commission and management of the budget is controlled by the Town Administrator/Board of Selectmen. He stated the number one concern we should focus on is to make sure from an operational perspective that the access to fields by Town teams and residents is addressed. Mr. Boynton noted it is fiscally prudent to put some funding aside for field replacement but residents should not be expected to pay a second time for the fields.

ARTICLE 8: (Prior Year Bills)

Selectman Trindade moved that the Board approve Article 8. Selectman Foresto seconded. No Discussion. Vote: 5-0-0

Mr. Boynton reported there are no additional articles anticipated for the Special Town Meeting Warrant.

Annual Town Meeting Warrant:

ARTICLE 1: (ESCO Stabilization Reserve Transfer)

Town Administrator Boynton reported this is the annual and final transfer from the ESCO stabilization account. This stabilization account will go away after this final transfer of funds.

Selectman Foresto moved that the Board approve Article 1. Selectman Trindade seconded.

Discussion: Selectman Trindade explained for the viewers that this was for the TRANE upgrades to all the schools. Mr. Aicardi reported that the school receives a yearly report from TRANE and for the past four years, they have confirmed they have achieved the promised savings. He noted there has been both overt and covert savings; budgets for energy expenses have not increased as much if we did not invest in this equipment and energy costs are stable or dropping so savings is going into teaching/learning. Selectman Trindade noted the additional improvement in the classroom environment as well. Selectman Foresto reminded all that the Energy Committee was created to make sure these savings were realized. **Vote: 5-0-0**

ARTICLE 2: (Debt Stabilization Fund Transfer)

Town Administrator Boynton reported this is the \$450,000 debt relief previously discussed. This is from Exelon funds to provide tax relief.

Selectman Foresto moved that the Board approve Article 2. Selectman Trindade seconded. No Discussion. Vote: 5-0-0

ARTICLE 3: (Appropriation: FY19 Operating Budget)

Town Administrator Boynton stated this is the General Fund Budget. No anticipated changes are expected between now and Town Meeting. The Board has already seen and approved the budget.

Selectman Foresto moved that the Board approve Article 3. Selectman Trindade seconded. No Discussion. Vote: 5-0-0

ARTICLE 4: (Appropriation: FY19 Water Enterprise Fund)

Town Administrator Boynton reported this is the Water Enterprise Fund that the Board voted to approve tonight noting no changes have been made. The Board asked if we have the rates from the Water & Sewer Commission. Ms. Pratt stated these are estimated rates. The proposed rates reflect a 12% increase on water and a 12% increase on sewer. The original plan was 17% in sewer rates but was lowered due to previously discussed decrease of the CRPCD line item. This is based on Ms. Pratt's calculation. The calculation provided to the Water & Sewer Commission by DPS is much more extensive and will include a consumption factor data point.

Selectman Foresto moved that the Board approve Article 4. Selectman Trindade seconded. No Discussion. Vote: 5-0-0

ARTICLE 5: (Appropriation: FY19 Sewer Enterprise Fund)

Finance Director Pratt directed the Board to a document referencing updated figures for this article due to the CRPCD line item modification.

Selectman Trindade moved that the Board approve Article 5. Selectman D'Innocenzo seconded. No Discussion. Vote: 5-0-0

ARTICLE 6: (Appropriation: FY19 Solid Waste Enterprise Fund)

Town Administrator Boynton reported this is the Solid Waste Fund with no changes to what was already presented.

Selectman Trindade moved that the Board approve Article 6. Selectman Foresto seconded.

Discussion: Selectman Crowley asked what constitutes the indirect costs. Mr. Boynton and Ms. Pratt stated the indirect costs include a portion municipal insurances and of Administrative Support including Human Resources, Treasurers, Accounting, etc. Mr. Boynton stated salaries only were removed, not all indirect costs. **Vote: 5-0-0**

ARTICLE 7: (Appropriation: FY19 Ambulance Enterprise Fund)

Town Administrator Boynton reported this is the Ambulance Enterprise Fund with no changes to the budget previously presented. Mr. Boynton reported they will be working on how to move this into the Fire Department's General Fund budget. Selectman Crowley asked what happens to the reserves in this account once moved into the Fire Department budget. Mr. Boynton stated the funds would go to the General Fund where they could then be used to create a Special Ambulance Revenue Fund. There was further discussion regarding the accounting logistics for this option. Selectman Foresto inquired what the Insurance and Fees budget line items were for the prior Fiscal Year. Mr. Boynton confirmed these were the same. Selectman Crowley asked what was driving the \$635,000. Mr. Boynton stated that we are doing the full billing for Advanced Life Support (ALS) even though we have not received ALS licensing, and we increased the fees last year.

Selectman Trindade moved that the Board approve Article 7. Selectman Foresto seconded. No Discussion. Vote: 5-0-0

ARTICLE 8: (Free Cash Appropriation: Capital and Other Items)

Selectman Foresto moved that the Board approve Article 8. Selectman Trindade seconded.

Discussion: Selectman Trindade asked Mr. Aicardi the result of the decision on the audio systems upgrade. Mr. Aicardi confirmed the high school systems will be upgraded. **Vote: 5-0-0**

ARTICLE 9: (Raise & Appropriate: Roads & Sidewalks)

Town Administrator Boynton reported this is the \$800,000 of the Exelon funds we are putting towards roads and sidewalks. It is a three-piece puzzle; the \$750,000 just voted in a prior article, this \$800,000 and the \$390,000 in Chapter 90 funds.

Selectman Trindade moved that the Board approve Article 9. Selectman Foresto seconded.

Discussion: Mr. Boynton stated he has an update in the road and street plans to present during his update later in the meeting. **Vote: 5-0-0**

ARTICLE 10: (Transfer – Retained Earnings – Sewer Enterprise)

Selectman Trindade moved that the Board approve Article 10. Selectman Foresto seconded.

Discussion: Mr. Boynton stated this is the sewer I&I (inflow and infiltration) project. Selectman Crowley asked about the reserves in the account voicing his concern about lowering these to \$144,000. Mr. Boynton suggested revisiting this in the fall, as he does not have flexibility to not do this at this time, noting the only issue would be a blockage and that would hit the operational budget. Selectman Crowley would like to wait for a recommendation from Water & Sewer Commission. **Selectman Trindade rescinded his prior motion. Selectman Trindade moved to make this article a TBD. Selectman D’Innocenzo seconded. Vote: 5-0-0**

ARTICLE 11: (Transfer – Retained Earnings – Water Enterprise)

Town Administrator Boynton reported this is using retained earnings to purchase two pieces of equipment for the water department.

Selectman Trindade moved that the Board approve Article 11. Selectman Foresto seconded.

Discussion. Selectman Crowley stated he has the same question about reserves as previously voiced. Ms. Pratt will provide the Board with the FY2017 reserves information requested. **Selectman Trindade rescinded his prior motion. Selectman Trindade moved to make this article a TBD. Selectman Foresto seconded. Vote: 5-0-0**

ARTICLE 12: (Borrowing for Water Study and Design – Water Enterprise)

Selectman Trindade asked if this should also be a TBD article as well. Town Administrator Boynton confirmed.

Selectman Trindade moved that the Board make this article a TBD. Selectman D’Innocenzo seconded. No Discussion. Vote: 5-0-0

ARTICLE 13: (Borrowing – General Fund – School Repairs)

Selectman Trindade moved that the Board approve Article 13. Selectman Foresto seconded.

Discussion: Town Administrator Boynton stated this \$705,000 has been built into the general fund for replacement of the boilers in the schools. **Vote: 5-0-0**

ARTICLE 14: (Free Cash Transfer to General Stabilization)

Town Administrator Boynton stated this is a request to move \$100,000 from free cash to stabilization to supplement this fund. Selectman Trindade asked if this should be moved to stabilization or snow and ice. Mr. Boynton confirmed stabilization as this is a one-time funding and not a recurring charge that we can put towards one of the operating budgets. Selectman Trindade stated we are just putting off dealing with the snow budget. Mr. Boynton stated you would not use the funds for that purpose.

Selectman Foresto moved that the Board approve Article 14. Selectman Trindade seconded. No Discussion. Vote: 5-0-0

ARTICLE 15: (Appropriation: OPEB Trust)

Town Administrator Boynton stated this is the annual OPEB amount that we have historically funded at \$100,000, but this is at \$300,000 utilizing Exelon funds.

Selectman Trindade moved that the Board approve Article 15. Selectman D’Innocenzo seconded.

Discussion: Selectman Crowley asked if the bonding agency looks at this for reserves. Ms. Pratt stated no, as it is a trust. Ms. Pratt stated they look at it but not to give us points as a reserve. Mr. Boynton reported that he, Ms. Pratt and Ms. Russo met on investment policy and this was one of the discussed topics. By continuing to increase that number and utilizing some additional investment practices, we may be able to reduce the overall liability factor. **Vote: 5-0-0**

ARTICLE 16: (Appropriation: Medway Day)

Selectman Trindade moved that the Board approve Article 16. Selectman Foresto seconded. No Discussion. Vote: 5-0-0

ARTICLE 17: (Appropriation: Community Preservation Committee)

Selectman Foresto asked if these are the Capital Improvement Planning Committee numbers. Ms. Pratt stated no, these are based upon the information they provided for the budget noting there may be changes.

Selectman Trindade moved that the Board TBD Article 17. Selectman D’Innocenzo seconded. No Discussion. Vote: 5-0-0

ARTICLE 18: (Amend General Bylaws – Amend Revolving Funds; Authorize FY19 Spending Limits)

Selectman Trindade moved that the Board approve Article 18. Selectman Foresto seconded.

Discussion: Mr. Boynton stated this is where the Parks Recreation Director position sits. Selectman Trindade asked if the \$270,000 is too low. Ms. Pratt stated this needs to be increased. Mr. Boynton stated \$300,000 would be appropriate. **Selectman Trindade rescinded his original motion. Selectman Trindade moved that the Board approve Article 18 with the change to increase the park and recreation revolving fund to \$300,000. No Discussion. Vote: 5-0-0**

ARTICLE 19: (Establish Special Education Stabilization Fund)

Selectman Trindade moved that the Board approve Article 19. Discussion: Superintendent Pires stated the School Committee has been discussing this topic and introduced Susan Dietrich of the School Committee to address the Board. Ms. Dietrich explained that having no differentiation in their reserve accounts makes it difficult to know what funds are available for special education expenses and therefore what is available for other needs in the district. The creation of this special education stabilization account is intended to create that differentiation and would resolve this issue. Superintendent Pires further explained that the pooling of the revolving accounts; specifically school choice and circuit breaker, makes it more difficult to determine available funding for various needs and the creation of this reserve account would improve their ability to determine funding availability moving forward. Historically, they have retained a balance of funds in school choice to address unexpected special education funding needs. Dr. Pires noted they have seen a decline in circuit breaker funding over recent years. This fund would provide clarity for the intended utilization of these funds and clarity of potential utilization of school choice funds. Ms. Pratt asked what the source of funds is for this account.

Dr. Pires noted this article is just creating the account and does not address funding mechanisms. He explained the way funds could get into the account would be via a Town Meeting vote, creating a line item in School operating budget, or get transferred to that line item as end of the fiscal year approaches. He noted the timing of this article is not in line with the School Committee policy discussion and a proposal for the funding source for this stabilization fund. Selectman Crowley asked for confirmation from Dr. Pires that in order for funds to be spent from that account, it would require a majority vote of both the Board of Selectmen and the School Committee. Dr. Pires confirmed. There was further discussion about the concerns of (1) lack of an approved policy from the School Committee, (2) initial funding mechanisms, (3) defined operational procedures and (4) the potential that the Town will be asked to fund this on a yearly basis. Dr. Pires stated the School Committee does not have these items addressed at this time noting the policy is in draft form. Ms. Dietrich explained this was created based on the 2016 law that was passed allowing this account to be created. She noted Medway is on the forefront as this is relatively new noting the law does not specifically address how to fund the account. Ms. Dietrich explained that the draft policy is contains the specific wording from the 2016 law which states; (1) there is a cap that the fund cannot exceed 2% of net school spending (\$260,000 based on current expenditures), (2) funds can only be spent for unexpected special education costs (special education costs, out of district tuition and transportation), (3) expending funds requires a majority vote of both the School Committee and Board of Selectmen, (4) the initial funding will be 1% of prior year's school budget and (5) it states publically the School Committee's fiscal responsibility, including that, once funded at 75% the maximum balance, would be 1.5% of the prior year's budget. The Board questioned why this is needed now since they have always provided the funding requested by the School. Ms. Dietrich explained that the law for this fund is based on needs expressed by school districts and with circuit breaker balances decreasing year over year, they are attempting to look ahead to be able to address the requirements of special education funding. Dr. Pires explained the need to create greater clarity and transparency to the Board and FinCom and that creating this fund will move towards that goal. Town Administrator Boynton summarized the fund specifications noting its uniqueness and the potential maximum balance of \$520,000 based on current School spending. He then addressed the concerns previously stated by the Board. He noted there are protections built in via restriction of what the funds can be spent on, the need for a joint majority vote and any request for Town funding would require the School Committee to come before the Board. He stated he has no issue with approval of the creation of the fund. There was further discussion regarding the funding mechanisms and the lack of a policy available to the Board. It was noted the final policy will not be available prior to the posting of the Town Meeting warrant. Dr. Pires explained the issue the School Committee is working out regarding the policy is related to how to fully fund the account and the impact to the other School revolving accounts. Dr. Pires will be recommending to the School Committee to initially fund this stabilization account at \$250,000 from their current revolving funds. There was further discussion related to how this will impact future budget discussions. Mr. Boynton reiterated his approval of this article creating this stabilization fund. Ms. Dietrich noted the policy also states a requirement of annual review of reserves and their funding. Dr. Pires further discussed the creation of the fund increases: (1) the detail/transparency provided to FinCom and the Board regarding the School budget, (2) clarity of how the School Choice funds available after funding the operating budget could best be utilized, and (3) the need for the School Committee to have a guiding policy document regarding expectations of maintenance of appropriate funding in all accounts. Ms. Dietrich will inquire if the School Committee will approve release of the draft policy for review by the Board. **Selectman D'Innocenzo seconded.**
Vote: 5-0-0

ARTICLE 20: Town Administrator Boynton reported that per Town Counsel, the Town has to turn over control of these parcels to the Redevelopment Authority.

Selectman Foresto moved that the Board approve Article 20. Selectman D’Innocenzo seconded. No Discussion. Vote: 4-0-0 (Selectman Trindade briefly stepped out of the meeting.)

ARTICLE 21: (Proposed Charter Changes)

Town Administrator Boynton reported the Charter Review Committee at this time has housekeeping items in addition to larger items to be addressed so this will be a multifaceted approach. Mr. Segarra will be coming before the Board on April 17th. The Board asked if all changes should be addressed at one time at Fall Town Meeting. Mr. Boynton stated this should be a TBD.

There was no motion on this article at this time.

The rest of the warrant will be addressed at next Monday’s Selectman’s meeting with the Planning Board Coordinator.

Town Administrator Report:

Snow & Ice Spending Update: This was already reviewed.

Road Conditions: Mr. Boynton noted and referred to the updated street plan document that required changes due to winter weather damage.

Table Top Exercise – Wednesday All Day – Thayer House: Mr. Boynton invited the Board to attend all or any portion of this Wednesday’s Emergency Preparedness exercise being held at Thayer House beginning at 8am.

Town Administrator Out of Office: Mr. Boynton will be out of the office on Friday March 30th.

Selectman Crowley asked if the School contract negotiations have started. Mr. Boynton confirmed he has been sitting in those meetings. Selectman Crowley asked about the capital improvement project in the amount \$343,000. There was a discussion about leaving that in there or moving it over to the DPS Facility project. Ms. Pratt confirmed the decision was to leave it as is and to utilize it specifically for the DPS Facility project. Selectman Crowley voiced his concern that these funds could potentially be reallocated to another project. Ms. Pratt stated she anticipates these funds being spent in FY19. The Board decided to leave the funds where they are.

9:15 PM Selectman Trindade moved to adjourn the meeting. Selectman Foresto seconded. No Discussion. Vote: 5-0-0.

Respectfully submitted,
Liz Langley
Administrative Assistant
Town Administrator’s Office