



Town of Medway
FINANCE COMMITTEE
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Wednesday, April 17, 2019 -- 7:00 PM
Medway High School Library
88 Summer Street

Present: Frank Rossi, Chair; Todd Alessandri, Vice Chair; Ellen Hillery, Clerk; Rohith Ashok (7:12 PM), Kevin Dickie, Jeff O'Neill, Sue Segarra (7:20 PM), Jim Sullivan

Absent: Michael Schrader.

Others Present: Michael Boynton, Town Administrator; Carol Pratt, Finance Director; Suzy Affleck-Childs, Planning and Economic Development Coordinator.

At 7:02 PM Chairman Rossi called the meeting to order and read aloud the agenda for the evening. He noted that a quorum of six Finance Committee members were present.

Public Hearing

At 7:02 PM Mr. O'Neill made a motion to open a public hearing for the purpose of hearing input from the public on the Warrant Articles included in the May 13, 2019 Special Town Meeting and 2019 Annual Town Meeting Warrants; Mr. Dickie seconded. No discussion. VOTE: 6-0-0.

Chairman Rossi addressed those assembled and asked if there was anyone from the public who wished to speak to the Finance Committee or ask questions about any of the financial articles. There were no comments from the public.

Therefore, at 7:03 PM Mr. Sullivan made a motion to close the public hearing; Mr. O'Neill seconded. No discussion. VOTE: 6-0-0.

Regular Meeting of the Finance Committee:

Discussion/Review -- Special and Annual Town Meeting Warrant Articles

The May 13, 2019 Special Town Meeting and 2019 Annual Town Meeting Warrants were reviewed.

Present: Suzy Affleck-Childs, Planning and Economic Development Coordinator; Michael Boynton, Town Administrator.

At this time, the Finance Committee reviewed the articles proposed by the **Planning Board**.

Article 22: Zoning Bylaw Amendments: Misc. Housekeeping – Ms. Affleck-Childs explained the changes in definitions and other minor edits including a change from “building inspector” to “building commissioner” as well as formatting edits. There were no issues on this article at the Planning Board hearing. **Mr. Sullivan made a motion to recommend Article 22 as presented; Mr. Alessandri seconded. No discussion. VOTE: 6-0-0.**

Article 23: Amend Zoning Bylaw: Medicinal Marijuana – Two requirements have been added to the application, specifically, odor control and noise mitigation plans. Ms. Affleck-Childs noted that these issues came up during an application process. Odor control refers to sophisticated air control systems. All Massachusetts communities are learning about these types of things as marijuana is still so new here. Responding to a question from Mr. O’Neill, she stated that any reading above the allowable parameters would fall to the Building Commissioner and Code Enforcement. A Corrective Order would be issued. If necessary, additional measures could be added to the bylaw. **Mr. Sullivan made a motion to recommend Article 23 as presented; Mr. Dickie seconded. No discussion. VOTE: 6-0-1 Mr. Ashok abstained as he had just arrived and missed the discussion.**

Article 24: Zoning Bylaw Amendment: Recreational Marijuana – The aforementioned modifications will be duplicated for the recreational marijuana establishments. There were no questions. **Mr. Alessandri made a motion to recommend Article 24 as presented; Mr. Sullivan seconded. No discussion. VOTE: 6-0-1 Mr. Ashok abstained.**

Article 25: Amend Zoning Bylaw: Site Plan Review – Ms. Affleck-Childs noted there are a number of changes in formatting, minor edits, additions and deletions. Item F will require the Building Commissioner to review site plan applications (Commercial and industrial projects) and identify any zoning violations and report to the Planning Board where it will be discussed with the applicant at the hearing. This may be most applicable to existing sites where there may be blight or other issues. She explained the other additions and revisions. She noted that a lot of these projects are under Special Permits which gives the Planning Board and ZBA more flexibility. Discussion followed on sidewalk construction. It was noted that there is a great deal of review on Special Permit applications and department heads are asked to submit comments. Pre-application meetings help to identify troublesome issues. **Mr. Alessandri made a motion to recommend Article 25 as presented; Mr. Sullivan seconded. No discussion. VOTE: 7-0-1 Ms. Segarra abstained as she had just arrived.**

Article 26: Amend Zoning Bylaw: Accessory Buildings -- The first paragraph was suggested by the Building Commissioner with respect to small sheds being allowed to occupy the setback with a minimum of 5 feet from the side and rear property lines. Other additions clarify the timing of use of an accessory building and the corresponding building/structures. The last paragraph specifies that standard zoning setback requirements would not apply to public bus stop shelters. This came up when a bus shelter was proposed for the GATRA bus, and it was determined to be classified as a structure. **Mr. Alessandri made a motion to recommend Article 26 as presented; Mr. Sullivan seconded. No discussion. VOTE: 8-0-0.**

Article 27: Amend Zoning Bylaw: Off-Street Parking and Loading – Ms. Affleck-Childs stated that the Planning Board is trying to provide additional ways for businesses to meet their parking requirements, typically as part of a Special Permit process. This came up as part of the Oak Grove Redevelopment Project and specialized zoning. After discussions at those meetings, it was suggested to make the changes in regulations available to everyone in the Special Permit process, not just Oak Grove. Responding to a question from Mr. O’Neill regarding a car share program, she clarified that it is for

residential or commercial development properties, likely a business park, office building, mixed-use or apartment complex. Discussion followed. **Mr. Ashok made a motion to recommend Article 27 as presented; Mr. Sullivan seconded. No discussion. VOTE: 8-0-0.**

Regarding a Zoning Bylaw Update, Environmental Standard listed in Article 7 (Free Cash), Ms. Affleck-Childs explained that the Zoning Bylaw has not been updated for a long time, and language needs to be updated to current terminology and standards. This article had originally been on the STM warrant but was moved to the Annual with free cash as the funding source. If the review cannot be done in the fall, it can be targeted for the spring. There was no motion specific to this line item.

Article 28: Amend General Bylaws: Add Right to Farm Bylaw – This was slightly modified based on discussion last night at the Board of Selectmen meeting. Mr. Boynton briefly explained that Medway was mostly farms or mills back in the early days. There are still a few farms left. As farms suspend agricultural activities and the property is sold, the property is usually developed into homes or other types of housing developments. The Board of Selectmen wanted to support the concept of Right to Farm, and initiate some kind of community outreach to notify the public that Medway is a Right to Farm community. Brief discussion followed. An agricultural use is subject to various restrictions throughout the state. The Agricultural Committee has been active in its support of agricultural activities and preserving those as much as possible. It was noted that the Board of Selectmen has the last say on the Warrant. This is also a General Bylaw, not part of the Zoning Bylaw. Discussion followed. Various Town departments weighed in on the language. **Mr. Ashok made a motion to recommend Article 28 as presented; Ms. Hillery seconded. No discussion. VOTE: 8-0-0.**

Article 29: Provide Funds for Urban Renewal Plan Implementation – Mr. Boynton clarified that there is not an intention to go out and borrow this amount, but we want to have the authority in place. This is mostly forward thinking associated with updated real estate appraisals for the Oak Grove project as urban renewal. Most developers want the Town to get the property under control rather than them doing the takings and other actions. It gives the Redevelopment Authority some jurisdiction. With the original \$600,000 that has already been appropriated, this brings the total appropriation amount to \$2.4 million. Continuing, Mr. Boynton added that any purchase has to be subject to properties included in the overall Urban Renewal Plan which, for the time being, is limited to the Oak Grove project. This could, however, be changed in the future, but there would be several significant steps required before that change could take place. **Mr. Alessandri made a motion to recommend Article 29 as presented; Mr. Ashok seconded. No discussion. VOTE: 8-0-0.**

Article 30: – Borrowing – Parks Improvement Project and Elementary School Playgrounds -- Mr. Boynton explained this article is related to funds included in the Environmental Bond Bill of 2014. The overall project for Choate Park revealed small things that needed to be done, and some funds could be repurposed from the playgrounds. The Department of Revenue decided that the \$350,000 from the state was considered a grant and it offset the amount they wanted to borrow. Continuing, Mr. Boynton stated that, without this article, we cannot borrow the money and things come to a standstill for the park and recreation improvements and incidental costs. Brief discussion followed. It was noted that the appropriation can be rescinded in the fall. **Mr. Dickie made a motion to recommend Article 30 as presented; Ms. Hillery seconded. No discussion. VOTE: 8-0-0.**

Special Town Meeting Articles

Article 1: Free Cash Transfer – Snow and Ice Deficit – The amount will be \$51,000. **Mr. O'Neill made a motion to recommend Article 1 as presented; Mr. Ashok seconded. No discussion. VOTE: 8-0-0.**

Article 2: Prior Year Bills – **Mr. O'Neill made a motion to recommend Article 2 as presented; Mr. Dickie seconded. No discussion. VOTE: 8-0-0.**

Article 3: Transfer to Revaluation Account – Ms. Pratt stated that the Assessors' Office has to do extensive valuations on properties every fifth year. Adding these funds helps build up the necessary funds. **Mr. O'Neill made a motion to recommend Article 3 as presented; Mr. Ashok seconded. No discussion. VOTE: 8-0-0.**

Article 4: Transfer from Debt Service to DPS Facility – Ms. Pratt noted that this is the final pay down on Debt Service, adding that is it the third and final installment of the \$1.1 million. **Mr. Ashok made a motion to recommend Article 4 as presented; Mr. Alessandri seconded. No discussion. VOTE: 8-0-0.**

Article 5: Rescind EMS Enterprise Account – **Mr. Ashok made a motion to recommend Article 5 as presented; Mr. Alessandri seconded. No discussion. VOTE: 8-0-0.**

Article 6: Transfer to Ambulance Receipts Reserve Account – **Mr. Alessandri made a motion to recommend Article 6 as presented; Mr. Ashok seconded. No discussion. VOTE: 8-0-0.**

Article 7: Repurpose Funds to Tax Title Legal Expenses – Ms. Pratt reported that her department is trying to be more aggressive in tax title collection. She believes they will need more than the budgeted \$10,000 for this year's activity. They will hold an auction for properties under tax title. **Mr. O'Neill made a motion to recommend Article 7 as presented; Mr. Dickie seconded. No discussion. VOTE: 8-0-0.**

Article 8: Extend Expenditure Deadlines: Prior Town Meeting Articles – This article extends the deadline by which to utilize the funds relative to the Master Plan Update. **Mr. Ashok made a motion to recommend Article 8 as presented; Mr. Alessandri seconded. No discussion. VOTE: 8-0-0.**

Article 9: Grant Utility Easement: Town Hall and Library – Mr. Boynton reported that Town Counsel has stated that this article is now unnecessary and it will be rescinded if deemed unnecessary by the utility company. **Mr. Alessandri made a motion to recommend Article 9 as presented; Mr. Ashok seconded. No discussion. VOTE: 8-0-0.**

Annual Town Meeting Articles

Article 1: Debt Stabilization Fund Transfer – **Mr. Dickie made a motion to recommend Article 1 as presented; Mr. Alessandri seconded. No discussion. VOTE: 8-0-0.**

Article 2: Transfers: Ambulance Receipts Reserved and Ambulance Enterprise – This will move money from the Ambulance Account to the operating budget. **Mr. Ashok made a motion to recommend Article 2 as presented; Mr. Alessandri seconded. No discussion. VOTE: 8-0-0.**

Article 3: Appropriation: FY20 Operating Budget – **Mr. Alessandri made a motion to recommend Article 3 as presented; Mr. Sullivan seconded. No discussion. VOTE: 8-0-0.**

Article 4: Appropriation: FY20 Water Enterprise Fund – Mr. Boynton reported that the Board of Selectmen approved the article last night after reviewing the current rates. Brief discussion followed. **Mr. Alessandri made a motion to recommend Article 4 as presented; Ms. Segarra seconded. No discussion. VOTE: 8-0-0.**

Article 5: Appropriation: Sewer Enterprise Fund – This article was also approved by the Board of Selectmen last night. **Mr. Ashok made a motion to recommend Article 5 as presented; Mr. Sullivan seconded. No discussion. VOTE: 8-0-0.**

Article 6: Appropriation: FY20 Solid Waste Enterprise Fund – **Mr. Ashok made a motion to recommend Article 6 as presented; Mr. Sullivan seconded. No discussion. VOTE: 8-0-0.**

Article 7: Free Cash Appropriation: Capital and Other Items – **Mr. Sullivan made a motion to recommend Article 7 as presented; Ms. Segarra seconded. No discussion. VOTE: 8-0-0.**

Article 8: Raise & Appropriate: Roads & Sidewalks – **Mr. Alessandri made a motion to recommend Article 8 as presented; Ms. Hillery seconded. No discussion. VOTE: 8-0-0.**

Article 9: Borrowing – Water Enterprise – Engineering and Design – This will be for the beginning of engineering phase for the water treatment facility and satellite wells. **Mr. Alessandri made a motion to recommend Article 9 as presented; Ms. Segarra seconded. No discussion. VOTE: 8-0-0.**

Article 10: Borrowing: New DPW Facility -- **Mr. Alessandri made a motion to recommend Article 10 as presented; Mr. Sullivan seconded. No discussion. VOTE: 8-0-0.**

Article 11: Lease Authorization – Solar Array at New DPW Facility – Mr. Boynton reported this will likely be rescinded as the lease option will not be pursued. Article 10 includes funds to cover the solar array costs. The Board of Selectmen did not want to lease the array or enter into a PILOT agreement with an owner of the proposed solar array at the new DPW facility. Brief discussion followed. **Mr. O'Neill made a motion to assign a TBD designation to Article 11; Mr. Alessandri seconded. No discussion. VOTE: 8-0-0.**

Article 12: PILOT Authorization – Solar Array at New DPW Facility – As this article is tethered to Article 11, it should also have a TBD designation. **Mr. O'Neill made a motion to assign a TBD designation to Article 12; Mr. Alessandri seconded. No discussion. VOTE: 8-0-0.**

Article 13: DPS Stabilization Transfer to DPS Facility Project – **Mr. Alessandri made a motion to recommend Article 13 as presented; Mr. Ashok seconded. No discussion. VOTE: 8-0-0.**

Article 14: General Stabilization Appropriation – This is necessary to maintain a healthy bond status. **Mr. Alessandri made a motion to recommend Article 14 as presented; Ms. Hillery seconded. No discussion. VOTE: 8-0-0.**

Article 15: Appropriation: OPEB Trust – **Mr. Ashok made a motion to recommend Article 15 as presented; Mr. Alessandri seconded. No discussion. VOTE: 8-0-0.**

Article 16: Appropriation: Medway Day – **Mr. O'Neill made a motion to recommend Article 16 as presented; Ms. Segarra seconded. No discussion. VOTE: 8-0-0.**

Article 17: Free Cash Transfer: Cultural Council – These funds will match grant funds hopefully secured by the Medway Cultural Council. **Mr. Alessandri made a motion to recommend Article 17 as presented; Mr. Sullivan seconded. No discussion. VOTE: 8-0-0.**

Article 18: Appropriation: Community Preservation Committee – **Ms. Hillery made a motion to recommend Article 18 as presented; Mr. Alessandri seconded. No discussion. VOTE: 8-0-0.**

Article 19: Fund Affordable Housing Unit Creation – **Mr. Ashok made a motion to recommend Article 19 as presented; Ms. Hillery seconded. No discussion. VOTE: 8-0-0.**

Article 20: Revolving Funds – Authorize FY20 Spending Limits – Chairman Rossi expressed concern that the acoustics in the Senior Center are terrible and asked if there could be sound-absorbing tiles installed. At a recent party there, the noise was very loud. **Mr. Alessandri made a motion to recommend Article 20 as presented; Mr. Sullivan seconded. No discussion. VOTE: 7-1-0 Rossi opposed.**

Article 21 – Delete Development Review Coordinating Council – Mr. Boynton stated that this committee has not existed in a very long time, theorizing that it was possibly replaced by the Economic Development Committee. **Mr. Alessandri made a motion to recommend Article 21 as presented; Mr. Sullivan seconded. No discussion. VOTE: 8-0-0.**

Upcoming Meetings:

Chairman Rossi announced that the regular meeting date of May 8 will be kept on the calendar, noting that it is possible that it will be cancelled. The committee will be meeting on May 13 before Annual Town Meeting.

Approval of Minutes:

Draft minutes from March 27, 2019 were reviewed.

Mr. Ashok made a motion to approve the minutes of March 27, 2019 as amended; Mr. O'Neill seconded. No discussion. VOTE: 7-0-1 Mr. Sullivan abstained.

Expiring Appointment Terms

Chairman Rossi noted that three Finance Committee members are coming to the end of their appointment terms. He urged them to communicate any intent to be reappointed to the Town Administrator as soon as possible, adding that the Town will need to post an advertisement for vacancies.

At 9:02 PM Mr. Alessandri made a motion to adjourn; Mr. O'Neill seconded. No discussion. VOTE: 8-0-0.

*Respectfully submitted,
Jeanette Galliardt*