

**Board of Selectmen's Meeting  
November 12, 2019 – 7:00 PM  
Senior Center-Dining Room  
76 Oakland Street**

**Present:** John Foresto, Chair; Glenn Trindade, Vice Chair; Dennis Crowley, Clerk; Richard D'Innocenzo (8:14PM), Member; Maryjane White, Member.

**Staff Present:** Michael Boynton, Town Administrator; Allison Potter, Assistant Town Administrator; Dave D'Amico, Director, Department of Public Works (DPW); Peter Pelletier, Deputy Director, DPW; Julie Harrington, Director, Parks and Recreation; Sandy Johnston, Communications Director.

**Others Present:** Tetra Tech: Rob Woodland.

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

**Public Comments:** None

**Approval of Minutes**

*The Board reviewed the draft minutes of October 28, 2019.*

**Selectman Trindade moved that the Board approve the minutes of October 28, 2019. Selectman White seconded.** Discussion: Selectman Crowley asked that on page, eight, line 378, the "do not use" be changed to "rarely use". **VOTE: 4-0-0.**

**Discussion: Traffic and Roadway Improvements in Village Street Square**

*The Board reviewed the (1) memo from Tetra Tech dated May 31, 2019, and (2) schematics of existing and proposed street alignment*

Town Administrator Boynton stated he and Mr. D'Amico discussed some time ago, prior to the Route 109 project, addressing the condition of Village Street, and a temporary skim coat of asphalt was completed. It has been holding up fairly well and will need to be addressed as part of the seven-year road and sidewalk plan. It is completed to Legion Ave, but Legion Ave to the square still needs to be done. He noted there is a 25 mile/hour speed limit through this section of Village Street. He stated one of challenges is the volume on Sanford Street, which is used as a cut through to Franklin. Tonight, we are specifically talking about traffic calming with a vibrant look for businesses. This project would be 3-4 years out, as engineering will be needed. He noted Chief Tingley indicated that accident numbers were low for the intersection of Village and Holliston Streets. If we are going to be making improvements to Village Street as part of the road and sidewalk plan, this needs to be looked at. He would hope that this ties in with the Safe Roads to School program on Holliston Street. We are looking for Board input at this time. He introduced Rob Woodland from Tetra Tech, who worked on this study.

Mr. Woodland stated there are two options, Band-Aid fixes and long term fixes. He noted that triangle intersections offer challenges and allow for very high speed travel when making a right turn. The documented existing conditions were then reviewed with warning signs, and the potential need for signalization at Sanford Street. He reviewed what can be done cheap and fast, specifically signage, restriping, and curb bump outs which creates a perception of a narrower street resulting in a decrease in

travel speed, as well as providing a tactile difference perceived by drivers. He noted they design to support a 20 year design life. They could also implement a sharing the road concept incorporating bike paths. He then reviewed Figure 4 with a closed off circulation element for the Church along with a reconfiguration of the parking lot off of School Street. Selectman Crowley asked who owns the street. It was confirmed as a public street. Mr. Woodland then reviewed Figure 5 which realigns Holliston Street and Village Street incorporating an all way stop condition noting a signal was not warranted at this location based on traffic. This option involves creating a fairly significant green space inclusive of the church's land noting this option would increase safety in the crosswalks. He then reviewed Figure 7, which includes a larger green space with two-way access on Church Street. He then reviewed Figures 10 and 11, which incorporate a modern roundabout with central green space. He reviewed the traffic data graph for traffic at Sanford Street noting it does support implementing a traffic signal.

Mr. Boynton pointed out that this is purely conceptual and asked for the Board's thoughts on some of the ideas put forward noting we are not looking at spending vast sums of money. Selectman Foresto does not like the roundabout option. Selectman Crowley asked when the traffic data was collected. Mr. Woodland stated in March 2019 and was adjusted based on Massachusetts Department of Transportation data. Selectman Foresto stated the traffic may have been increased due to the Route 109 project. Mr. Boynton stated, anecdotally, he is stunned at volume of traffic that goes through Village Street. Selectman Trindade noted that we have been talking about straightening out the Holliston - Village Street intersection for years, was not adamantly opposed to a roundabout, and felt the single biggest issue would be the one large tree that would need to come down. He noted it is a very hard intersection to get through. He felt that in discussion with the church, the larger green area would be a great area that could be used for their daycare and also makes Matondi Square a true square. Mr. Woodland reviewed Figure 6 for straightening out the intersection noting the right turn volume is fairly significant and that crosswalks could slow traffic down as well. Selectman White stated the church would have to agree, as they own the property. Mr. Woodland confirmed noting they did not have survey data so that would need to be completed. Selectman Crowley asked who asked for this report and did the Board vote to approve this and to spend this money noting this project would cost millions of dollars. He stated there are worse areas in Town related to safety including the Lovering - Holliston and Lovering - Winthrop Street intersections where there are a lot of accidents and that needs to be addressed. He asked how this would impact our current road and sidewalk plan. Mr. Boynton stated we used Tetra Tech's consulting services and there were some associated costs. He noted that Village Street is already part of the plan in 3 year and felt it appropriate to investigate this issue so we are ready when the Village Street work commences. He stated the Legion Avenue to Millis town line project anticipated costs are \$2million. He noted we are just looking for some Board feedback and wanted to provide the Board with options for potential plans. He noted that the issues at Lovering - Holliston and Lovering - Winthrop Streets have all been operator error. Selectman Crowley stated he can't support this if this impacts the current road plan. There was further discussion on when this needs to be addressed. Mr. Boynton stated that the Board, as Road Commissioners, should have input on how to address Village Street. Mr. Woodland stated that since this is within two miles of the Middle School, the project would be subject to the Safe Roads to School program. Selectman Foresto stated the Board wants to make sure they understand all issues in order to make an informed decision. He also wanted to know when a decision would be needed. Mr. D'Amico stated within the next two years, as knowing what the Board wants to do, helps DPW accommodate their needs. Selectman Foresto requested that Chief Tingley present to the Board the areas where specific safety issues exist. Selectman Crowley requested a "back of the napkin" estimate for the cost for the Village Street project from Mr. Woodland.

**Discussion/Vote: Small Wireless Broadband Deployment - Design Rules and Regulations and Application**

*The Board reviewed the (1) proposed Small Wireless Broadband Deployment Design Rules and Regulations, (2) proposed application cover sheet, and (3) proposed application.*

Selectman Foresto reminded the Board that this has been previously discussed and noted that the wireless companies are moving forward with 5G so without by-laws and rules, towns are caught in negative situations. He noted that these recommendations are from Town Counsel. Ms. Potter stated the Federal Communications Commission is supporting implementation of 5G. She then reviewed that this addresses and sets design aesthetic requirements, noting the applicant pays for notification of abutters, public hearing notices, and also for annual recertification. She stated this is not occurring in Medway yet, but more urban areas, but this allows the Town to be appropriately prepared. Selectman Foresto inquired about the limitation of 5 sites at once on the application. Ms. Potter stated most of the larger companies look to do agreements versus doing an application due to the large volume. Mr. Boynton stated the policy allows for flexibility. Selectman Trindade asked which Board the application goes before. Ms. Potter stated the Selectmen. Selectman Trindade stated we need to have someone sent to training to be prepared when these begin to come in, as well as to constantly monitor the changes. Town Administrator Boynton stated Foxboro is the only town in the area impacted due to Gillette Stadium noting that things are changing on the fly. Selectman Foresto stated it would be 2-3 years out before this impacts Medway. Selectman Trindade requested that we identify someone on staff to keep up to date on this process. Selectman Foresto stated we can wait one year and then put a group together. Selectman Crowley asked what the Board is being asked to do tonight. Selectman Foresto stated we are asking for the Board to vote tonight. Selectman Crowley stated his only request for a change is on page 2, section 2, paragraph 2, to remove "other Town Granting Authority" language.

**Selectman Trindade moved that to amend page 2, section 2, paragraph 2 of the Design Rules and Regulations to remove "or other Town Granting Authority". Selectman White seconded. No Discussion. VOTE: 4-0-0.**

**Selectman Trindade moved that the Board approve the small wireless broadband deployment design rules and regulations and application as discussed. Selectman White seconded. No Discussion. VOTE: 4-0-0.**

Town Administrator Boynton thanked Ms. Potter for her efforts related to this subject.

**Discussion: Request to Change Board of Selectmen Name to Select Board**

*There were no materials for the Board to review.*

Selectman Foresto reminded all that there was some discussion at the end of last spring and the plan was to readdress this in the fall. He requested the opinion of each of the Board members present. Ms. White asked if the reason for the change was to be non-gender specific. This was confirmed. Ms. White stated she feels it does not matter. Selectman Crowley stated he thinks it should be put on a ballot as it should not be up to simply the Board or those residents who attend Town Meeting. Selectman Trindade stated not a lot of people have come up to him on this issue, but those who have agree that it should be gender neutral. He voted against it previously as the Board did not spend a lot of time talking about it. Selectman Foresto stated that the Board of Selectmen is a regional New England term. He said in Vermont it is Select Board, which he does not like. He was in agreement that putting this on a ballot would be the best approach. Selectman Crowley agrees and would like a working group to be formed to decide what should go on the ballot. Town Administrator Boynton stated that the phrasing of the question requires the approval of the Secretary of State and should be something like: "Should the Board of Selectmen's name be changed to "XXX". Selectman Foresto was in agreement. Mr. Boynton

will speak with Jeff Segarra to get 2-3 members of the Charter Review Committee together to come up with suggested names. Selectman White stated this information will be needed by Feb 1<sup>st</sup> in order to get this on the May ballot. This will be put back on the Selectmen's agenda for the 2<sup>nd</sup> meeting in January. Selectman Crowley stated the Board will defer to this group. Mr. Boynton stated he and Selectman Foresto will collaborate on getting the group together. Mr. Tarkowski stated his agreement with putting this up to public vote. Ms. Rorke asked that the Board make sure there is a woman on the working committee. Mr. Boynton reminded the group that the Charter Review Committee did make the recommendation to change the name noting the opposition was not to change the name, but what to change it to.

**Authorization to Expend Grant Funds:**

- **Fiscal Year 2020 Executive Office of Elders Affairs Grant for Accessibility and Safety Improvements for Lovering Heights Senior Complex - \$135,000**
- **Fiscal Year 2020 Executive Office of Public Safety and Security Grant for Public Safety Equipment - \$170,000**
- **Massachusetts Cultural Council Grant for Medway Cultural Council Expenditures - \$6,500**

*The Board reviewed the (1) Notice of Grant Awards and (2) contracts*

Town Administrator Boynton stated these are fiscal year 2020 earmarks except for the Cultural Council grant. He then reviewed the specific items funded within each of the grants. He noted that Lovering Heights is: (1) a reimbursable grant, (2) detailed the amount and location of the sidewalks to be replaced, and (3) noted the work will be completed in the spring. The public safety grant funding has already been transferred to the Town and includes: (1) advanced life support equipment for both ambulances, a 12 lead EKG defibrillator for Ambulance 2 and a power load stretcher for Ambulance 1, (2) upgraded AEDS, and (3) portable police radios. The Cultural Council grant is the annual grant received to fund their efforts. Mr. Boynton reported that the Cultural Council is not in the position to apply for the \$25,000 grant that we had appropriated matching funds for at the May Town Meeting so those funds can be repurposed. The grant was focused on projects that the Council was not ready to work on over and above their currently slated project work. Selectman Crowley asked if the time to apply for the grant has expired. Ms. Potter confirmed.

**Selectman Trindade that the Board authorize the expenditure of the Fiscal Year 2020 Executive Office of Elders Affairs Grant for accessibility and safety improvements for the Lovering Heights Senior Complex in the amount of \$135,000 as presented. Selectman White seconded.** Discussion: Selectman Crowley asked if Mr. D'Amico can guarantee that this work will be getting done for this amount. Mr. D'Amico confirmed. Selectman Crowley asked what happens to any leftover funds. Mr. Boynton stated that we will make sure to utilize all of the funding. Selectman Crowley stated he cannot support any Town funds being used for this project as this location is under the State's responsibility to maintain.  
**VOTE: 4-0-0.**

**Selectman Trindade moved that the Board authorize the expenditure of the Fiscal Year 2020 Executive Office of Public Safety and Security Grant for public safety equipment in the amount of \$170,000 as presented. Selectman White seconded.** Discussion: Selectman Crowley asked if we have hard numbers. Mr. Boynton confirmed. **VOTE: 4-0-0.**

**Selectman Trindade moved that the Board authorize the expenditure of the Massachusetts Cultural Council Grant for Medway Cultural Council expenditures in the amount of \$6,500 as presented. Selectman White seconded. No Discussion. VOTE: 4-0-0.**

### **One-day Liquor License Applications**

*The Board reviewed the Police Chief's recommendations for the Medway Holiday Mishmash/Anna Elliott, Janet Jackson, Elizabeth Kilty, Accept Education Collaborative/Heather Horton, Charles River Masonic Temple/Wayne Vinton, Jessica Leighton, and James Centola & Theresa Murphy.*

**Selectman Foresto moved that the Board approve the one-day liquor license as presented subject to the Police Chief's recommendation and proof of appropriate insurance coverage. Selectman Trindade seconded. No Discussion. VOTE: 4-0-0.**

### **Action Items from Previous Meeting**

*The Board reviewed the Action Items dated October 28, 2019.*

Street acceptance progress & performance security: Town Administrator Boynton stated that we have finally reached the breaking point with Applegate Road noting there is \$230,000 in the bond account and that is not enough to complete all of the listed work items on the plan. He has requested a prioritization of what must be done. He recommended to the Planning Board that they secure the funds from the bond and then determine how the Town gets the necessary funds to complete the project, including if the subdivision plan needs to be modified if we can't fund what needs to be completed. Mr. Boynton stated the Town needs to come up with a better plan so these responsibilities do not continue to fall back onto the Town when a contractor walks away from their responsibilities. He noted that in this instance, 100% of the issue falls on Costello, the developer. Mr. Boynton told the Planning Board that the Board of Selectmen needs to be involved in the next steps. Selectman White asked why the Planning Board cannot rule that these developers are not allowed to build in Medway in the future. Selectman Trindade stated it is dictated by the corporate entity. Selectman Crowley reported that he drove the area and looked at the issues. He asked if we as a Town must accept the road and suggested that the Town meet with the residents and direct them that they should go to the developer to resolve these issues. Mr. Boynton reported that he had a discussion with a resident informing them that they have more clout than the Town to negotiate with the developer. There was further discussion on how to get this addressed now and how to potentially prevent this in the future, including the assessment of betterments. It was noted that we have the same issue with both the Redgate and Azalea developments. Mr. Boynton stated that for those two developments, we are mostly looking at completing the legal piece of road acceptance, but with Applegate, the developer walked away without completing the work. He stated there are also site specific issues that some property owners have exacerbated that the Conservation Agent is currently involved in. Selectman Foresto suggested that the Town reach out to the owners notifying them that they have more power to address these issues with the developer than the Town.

Route 109 Project: Town Administrator Boynton asked if the Board would approve leaving this on the action item list until spring for the completion of the final walkthrough. The Board agreed.

DPS Facility Building Project: Town Administrator Boynton stated we are behind 99.9% as a result of the prefabricated metal building design. The building should be shipped in January or February. There was a meeting with the project management team last Friday morning. The salt shed is completed and site work is being done. He noted that we are at the mercy of Package Steel Buildings that is creating the prefabricated metal building. He will be coordinating a meeting with the contractor and project management team and would then like to provide the DPW Building Committee with a project update. Mr. D'Amico stated that plan was to erect the building before winter so the work inside could be done in the cold winter weather, but we now cannot proceed with that plan.

Medway Plaza Redevelopment: Town Administrator Boynton stated they have filed a site-plan so this is moving forward.

Update on Trash Contract: Town Administrator Boynton stated they have already met with Lawrence Waste Services noting both Harvey Industries and Waste Management are coming in this week. Mr. D'Amico stated the possibility of going to weekly recycling. He noted that the Waste Management proposal came in very high. Selectman Crowley requested copies of the proposals be forwarded to the Board.

### **Town Administrator's Report**

*There were no items for the Board to review.*

Police Officer Hiring Process and Promotions Update: Town Administrator Boynton stated Lt. McSweeney will be retiring at the beginning of the next Fiscal Year. He reported we would like to have two candidates in the academy in the January to February timeframe.

Thanksgiving Holiday – Town Office Schedule: Town Administrator Boynton stated this is past practice.

- Wednesday, November 27, - 7:30-12:30pm
- Thursday, November 28 (Thanksgiving) – Closed
- Friday, November 28 - Closed

Town Administrator Out of Office:

- Wednesday, November 20 - Norfolk County Managers – Stoughton (PM)

NEXT Regular Selectmen's Meeting – Monday, November 25, 2019

### **Selectmen's Reports**

*There were no items for the Board to review.*

Selectman Crowley reminded all that the High school boys' soccer team is playing at 4pm tomorrow at Medway and the girls are playing in Milford on Sunday at 1pm.

**At 8:22 PM, Selectman Trindade moved that the Board enter Executive Session to vote to approve and release Executive Session Minutes as referenced on the agenda for Exemption Reason 3: To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigation position of the public body and 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 and the chair so declares, with no intention of returning to open session. Selectman White seconded. The Chair so declared. It was so called by roll call vote: (Crowley - aye; D'Innocenzo – aye; Foresto - aye; Trindade - aye; White - aye).**

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