

**Board of Selectmen's Meeting
October 28, 2019 – 7:00 PM
Sanford Hall
155 Village Street**

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

Absent: John Foresto, Chair.

Staff Present: Michael Boynton, Town Administrator; Allison Potter, Assistant Town Administrator; Carol Pratt, Finance Director; Barbara Saint Andre, Director, Community and Economic Development; Dave D’Amico, Director, Department of Public Works (DPW); Peter Pelletier, Deputy Director, DPW; Barry Smith, Water Superintendent; Stephanie Carlisle, Compliance Coordinator; Sandy Johnston, Communications Director; Police Chief Allen Tingley; Police Lieutenant William Kingsbury, Fire Chief Jeffrey Lynch, Deputy Fire Chief Mike Fasolino, Fire Lieutenant Brian Tracey.

Others Present: Sergeant Jason Brennan, Officer Peter Fasolino, Officer Tom Godino, Firefighter/EMT Kevin Moreau, and Firefighter/Paramedic Austin Boyt. Keith Peden, Economic Development Committee Chair.

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

Public Comments: Julie Dennehy, Vice President, Medway Business Council (MBC), and Liz Shea, member, MBC, addressed the Board. Ms. Dennehy wanted to reintroduce what the MBC does. The MBC was started 40 years ago and is a non-profit with a mission to support and grow Medway business within the community. Many of the founders are still in business and active in the organization. The MBC helps business owners to network, grow their businesses, and learn from each other. She reviewed the past and upcoming programs including ShopMedway, which will be featured on the Town’s Route 109 banners, is on both their Facebook and website, is a model used in surrounding towns, and noted both MBC and non-members are highlighted. She reviewed the Spotlight videos of local businesses noting the intent to increase community outreach. She stated the MBC is helping to create and keep jobs and revenue in Medway noting their monthly giveaways are very popular. She reported she is a member of the American Independent Business Alliance (AMIBA) which is a non-profit organization representing the interests of local independent businesses, helping communities develop strong local economies through nurturing local entrepreneurs, and promoting citizen engagement in local economic development. AMIBA helps to launch and successfully operate "buy local" campaigns, facilitate group purchasing and marketing among local businesses, and other programs to support community enterprise. The MBC series of promotions include, “Plaid Friday”, “Cider Monday”, and “Giving Tuesday”. Selectman Crowley shared that the Medway Business Guide will be discussed at this evening’s meeting.

Police and Fire Outstanding Service Recognition

There were no materials for the Board to review.

Mr. Boynton explained the Town has been newly approved to provide Advanced Live Support (ALS) services through the efforts of Chief Lynch and Deputy Chief Fasolino, which recently benefited the

Truscott family. He commended Firefighter/EMT Kevin Moreau and Firefighter/Paramedic Austin Boyt for their actions relative to an incident regarding a severe laceration sustained by a young boy (Liam Truscott). Firefighter/EMT Moreau and Firefighter/Paramedic Boyt provided emergency services and Liam was air lifted to Children's Hospital. Police Officers C.J. Shepard and Joseph MacDougall along with Officers Paul Shaw and Jason Kelley from Millis were also commended for their actions related to this incident. Mr. Boynton congratulated those involved not just in this instance but for all the service they provide.

Mrs. Truscott explained that her son fell through glass severing his radial artery. She applied pressure while her husband applied a tourniquet all the while telling her son to keep listening for sirens. She stated the ambulance came very fast, the staff were competent, confident, kind, and worked well as a team. Her son was in emergency surgery in under two hours, with no permanent damage to his hand.

Mr. Boynton stated that Medway has an exceptional Police Department and commended the Sergeant Jason Brennan, Officer Peter Fasolino, and Officer Tom Godino for their actions relative to an incident on September 22, 2019. These Officers responded to Lovering Street and were confronted with a unique situation. When they informed the individual that he would need to be taken into custody he produced a knife with a 9 inch blade. Mr. Boynton commended these officers on their actions to contain the situation utilizing less lethal tactics and bringing the situation to a positive outcome. Their training, actions, quick thinking and judgment was outstanding. He thanked Chief Tingley and Lieutenant Kingsbury for their efforts towards advocating for moving toward Tasers. The only other option may have been use of a firearm.

Approval of Minutes

The Board reviewed the draft minutes of September 30, 2019, October 16, 2019, and October 24, 2019.

Selectman D'Innocenzo moved that the Board approve the minutes of September 30, 2019.

Selectman White seconded. Discussion: Selectman Crowley asked that on page 3, line 127, add that he thanked both Rachel Wolff Lander of the Design Review Committee and Kathy Foresto for their efforts.

VOTE: 4-0-0.

Selectman White moved that the Board approve the minutes of October 16, 2019. Selectman Crowley seconded. No Discussion: VOTE: 4-0-0.

Selectman White moved that the Board approve the minutes of October 24, 2019. Selectman Crowley seconded. Discussion: Mr. Boynton noted he was not in attendance at the meeting. **VOTE: 4-0-0.**

Public Hearing: Whether to Exercise the Town's Right of First Refusal to Purchase Property under Chapter 61A: 74 and 82 Lovering Street

The Board reviewed the letters of Intent to Sell Real Estate dated October 1, 2019 for both 74 and 82 Lovering Street.

Selectman Crowley moved that the Board open the public hearing on whether to exercise the Town's right of first refusal to purchase property under G.L. Chapter 61A for 74 and 82 Lovering Street.

Selectman D'Innocenzo seconded. VOTE: 4-0-0.

Selectman Trindade asked if anyone attending had any questions. Ms. Christine Coyle of 20 Field Road asked if the Town were to acquire the property, would the Town maintain it. Selectman Trindade stated the initial intent would be to continue agriculture use, renting it for hay harvest, or to the Medway

Community Farm. Ms. Coyle asked if the Town can sell it later to a developer. Selectman Trindade stated the intent is to keep the property, never sell it, and explained that the property is being acquired by Community Preservation Act (CPA) funds and therefore limits the potential allowable uses. He further noted that this still must be approved at Fall Town Meeting. Robert Symonds of 68 Lovering Street asked how much it will cost. Selectman Trindade stated \$1.37 million. Mr. Symonds asked where all the money comes from. Selectman Trindade stated we have the funds in the Town's CPA fund noting we also have the funds to purchase future property. Selectman Crowley noted it does not at all impact taxes. Mr. Symonds asked if this is part of the Wilson farm. Selectman Crowley confirmed. Susan Lynch of 67 Lovering Street asked how much land will be purchased. Selectman Trindade stated 20.1 acres. There was further discussion on the location of existing houses on the land. Justin Kirkpatrick of 21 Field Road asked about the process to acquire the property. Selectman Trindade stated it must go through a Town Meeting vote and must get support from the Board of Selectmen, and other Town Boards. Selectman Crowley stated once the property is purchased for open space, its use cannot be changed. Mr. Kirkpatrick asked if this is a done deal after today. Mr. Boynton stated no, that the Board will put the vote before Town Meeting on November 18th. If voted yes at Town Meeting, then the Board would move forward with a purchase and sale agreement. If the Town does not purchase this, there is a developer that wants to purchase the land and place 20 houses on it. The Town wants to leave this as open space in perpetuity. The Town has 120 days to exercise our right of first refusal and is well within that timeframe. The Board has had discussions with the Planning, Conservation, Open Space, and Community Preservation Committees. Paul Broude 22 Field Road asked what the plan is after the P&S. Mr. Boynton stated there is no plan to do anything with it stating the Town would need to come up with a maintenance plan. Selectman Crowley stated he had a discussion with the Wilsons and wants to talk to the Cassidy's about haying it and continuing to have cows grazing on it. He stated there was discussion about the option to put subsidized senior housing on the property but, due to lack of funding, the only way to accomplish that would be a 40B development, so that has been tabled. Mr. Broude asked that if in 10 years plans change would there another public hearing? Selectman Trindade stated that nothing gets done without a Town Meeting vote. Mr. Boynton stated that the Town has no revenue that would support or allow the Town to do anything with it. Rich Shea of 14 Field Road stated he is a 24 year abutter and it is a gorgeous view. He is in support of the proposal and appreciates that it gives the Town flexibility. Selectman Crowley stated we are able to do this and other projects including the Thayer House and the Briggs property because the Town residents have supported CPA funding and thanked the residents for the CPA support.

Selectman Trindade asked the group if they were all in favor. All in attendance stated yes. Selectman Trindade noted the purchase is not about now but 100 years from now to retain this as open space. He commended Selectman Crowley regarding his negotiations with the Wilson family.

Selectman Crowley moved that the Board close the public hearing. Selectman D'Innocenzo seconded. VOTE: 4-0-0.

Town Administrator Boynton reported that Town Counsel recommended that the Board not discuss the P&S until after Town Meeting.

Selectman White moved that the Board vote to recommend approval of Warrant Article Four at Fall Town Meeting and defer a vote on exercising the right of first refusal to purchase the property under G.L. Chapter 61A until after Fall Town Meeting. No Discussion. Selectman D'Innocenzo seconded. VOTE: 4-0-0.

Discussion: Purchase and Sale Agreement – 74 and 82 Lovering Street

The Board reviewed the purchase and sale agreements for 74 and 82 Lovering Street.

This agenda item was not discussed.

Authorization to Expend Grant Funds: Fiscal Year 2020 State 911 Department Support and Incentive Grant - \$42,694

The Board reviewed the (1) Notice of Grant Award, (2) Grant Notification Letter from the Executive Office of Public Safety and Security dated October 18, 2019, and (3) contract.

Chief Tingley stated this grant has been obtained for the past 10 years noting the grant amount has increased this year. It will be utilized to bring communications up to date and obtain training, specifically for receiving 911 calls from cell phones. Selectman Crowley asked where the money is held. Ms. Pratt stated in a separate grant account.

Selectman D’Innocenzo moved that the Board authorize the expenditure of the Fiscal Year 2020 State 911 Department Support and Incentive Grant in the amount of \$42,694 as presented. Selectman White seconded. No Discussion. VOTE: 4-0-0.

Selectman Trindade asked who does this grant work. Chief Tingley stated Lieutenant McSweeney. Selectman Crowley asked how much of an increase was obtained. Chief Tingley stated \$10,000.

Discussion: Revised Medway Business Guide

The Board reviewed the revised Medway Business Guide

Selectman Trindade noted that Mr. Peden was also responsible for the Route 109 completion ceremony and thanked him for his efforts. Mr. Peden stated it was a group effort with the Community and Economic Development Office.

Mr. Peden stated the Economic Development Committee (EDC) has set the goal to maintain the bucolic nature of a New England village but to still grow. Their goal is to increase the commercial tax base to 20% over next 10 years from its current 10% level. He noted that the EDC also liaisons with the Cultural Council and other Town committees towards these goals.

Mr. Peden stated this guide was developed over the past year as the one currently on the Town website is old and outdated. He stated the website was redone with the assistance of Ms. Johnston. He stated that every EDC committee member has a project assignment and this one was assigned to Diane Kaiser who resigned from the EDC as vice-chair due to relocating outside of Medway. The goal is to be more user friendly towards incoming businesses and this guide is designed as a first point of contact on how to move forward to establish a business in the community. Tonight, the EDC is asking for the Board’s approval to post this guide on the Town website and go forward with its utilization. He thanked both Ms. Johnston and Saint Andre for all their efforts as well.

Selectman Crowley suggested placing these on the counter at the Town Clerks office. Selectman White reported that her office gets many of these questions so this guide will be very helpful. Selectman Trindade stated the guide is very simple and commended all on an outstanding job.

Selectman Crowley moved that the Board approve the Medway Business Guide to be placed on the Town website. Selectman D’Innocenzo seconded. No Discussion. VOTE: 4-0-0.

Approval: Consent and Agreement Letter for Community Economic Development Assistance Corporation (CEDAC) for the Glen Brook Way, LLC Property

The Board reviewed the consent and agreement letter for CEDAC for the Glen Brook Way, LLC property.

Ms. Saint Andre stated that the Glen Brook development on West Street has two phases. This is related to phase 2 which is the senior house portion of the project. The Board, at a prior meeting, approved a consent for a mortgage on phase 1. This is a consent for the mortgage on phase 2 noting the Town supplies \$1million in CPA funds in phase 2. There is a senior mortgage on that property and in order to for the Town to put a mortgage on it as well, we have to obtain the consent of the senior mortgagee. The letter before the Board is from the senior mortgagee saying that they do consent to the Town putting a second mortgage on the property noting it will be subordinate to the senior mortgage. She stated the wording is almost exactly the same as the prior letter approved by the Board for phase 1.

Selectman Crowley asked why they keep referring to this as a loan in the letter and how Medway could be repaid for the loan. Ms. Saint Andre stated the money the Town has appropriated for the Glen Brook Development will not be repaid as long as the development goes forward. If, for some reason, the development falls through, then they are supposed to repay the money. Selectman Crowley asked if Town Counsel reviewed and approved the content. Ms. Saint Andre confirmed.

Selectman D’Innocenzo moved that the Board acknowledge, consent to, and authorize the Vice-Chair to sign the Consent and Agreement letter from CEDAC dated October 22, 2019, for the Glen Brook Way Apartments, LLC property as presented. Selectman White seconded. No Discussion. VOTE: 4-0-0.

Vote Recommendation: Fall Town Meeting Warrant Article 11 (Amend Zoning Bylaws: Outdoor Storage)

The Board reviewed Fall Town Meeting Warrant Article 11 (Amend Zoning Bylaws: Outdoor Storage).

Town Administrator Boynton stated the Board wanted to wait for any further comments from the Planning Board Public Hearing. There were no oppositions to the changes, which was reported during the Finance Committee Public Hearing.

Selectman D’Innocenzo moved that the Board approve Article 11 as presented. Selectman White seconded. No Discussion. Vote: 4-0-0.

Presentation: Five Year Budget Forecast

The Board reviewed the five year budget forecast.

Town Administrator Boynton stated these next two agenda items are housekeeping and a formality. Selectman Trindade noted this is the process and presentation that, if you go back ten years ago when the Town was in financial distress, was not occurring. Now our budget numbers moving forward are solid and we have a real view and long term plan for finances.

Ms. Pratt stated that the forecast is a 5 year forecast done each year and presented to the Board for their review. No action is needed from the Board. This allows us to look at revenue assumptions for the upcoming fiscal year to see where we are going to be and what we are going to be able to do in following year. Ms. Pratt referred the Board to the second to last page with the revenue projection for 2021. She noted one thing different than what is ordinarily done is we have an unused capacity estimate. That is the amount of money not raised from taxes, but held back and not included in our

budgets, which essentially saves the taxpayers money. She reviewed the specific components of this number including: (1) the past practice of always holding back \$325,000, (2) the Exelon Pilot agreement funding of \$500,000 per year, and (3) the debt stabilization fund created with Exelon funds which we draw upon each year to offset the cost of excluded debt. This year the estimate for 2021 will be \$321,000. Also part of this holdback for 2021 is the amount of excess growth above what was budgeted in fiscal year 20. The budget voted at Spring Town Meeting had the estimate of \$250,000 worth of new growth, but now we know that is closer to \$517,000. That additional new growth is now considered part of the holdback. Town Administrator Boynton stated part of the challenge with this is that last year, our growth exceeded our estimates in the amount of \$800,000, noting that did not include Exelon. We had estimated \$250,000 but had almost 800,000 in new growth. He stated that, in other communities, when the final new growth number is known plus any state aid above what was anticipated, the communities would take this new growth number and appropriate it into an account at Town Meeting so you capture it, tax it and then move forward. What we do here in Medway at the direction of the Board is that money does not get raised. However, it is growth and becomes part of the base for the following year. So what happens is that the \$800,000 in new growth last year that was not captured or taxed last year has become part of the base for fiscal year 2020. The amount of holdback Ms. Pratt discussed is a larger capacity for the following year's budget. If the same amount is not budgeted, then it will negatively impact the tax rate the following year because now that amount must be captured. Therefore, he and Ms. Pratt have been identifying this sum of money and as much as possible building it into this holdback category. Mr. Boynton stated this is challenging, but the way that Prop 2 ½ works. The average tax bills in fiscal year 2019 did not move and those at the top saw a drop. That amount of money for this fiscal year has been built into the budget, which becomes an issue as it causes a rollercoaster effect. We are attempting to have the impact more level. Selectman Trindade stated we have tried to be conservative in our estimates due to our experience in 2007 -2009 with the lack of state aid. Therefore, we have tried to be conservative in our estimates, generate a lot of free cash, which is money raised over and above what was budgeted, and that is what we use for our capital expenditures. We are continuing our conservative fiscal approach moving forward to take less out of the residents' pocket and to continue to provide quality services moving forward.

Selectman Crowley stated these are nothing but a projection and that they don't hold year over year, but shows where we anticipate we will be heading. Selectmen Crowley asked for confirmation of the amount of state aid added to the yearly revenue projection. Ms. Pratt stated .8%. Selectman Crowley pointed out that although Ms. Pratt added revenue in, the State cherry sheet showed that we were cut by \$8,000. He noted that if this trend continues, this will impact the taxpayers.

Vote: Fiscal Year (FY) 2021 Budget Policy

The Board reviewed the proposed FY21 budget policy.

Town Administrator Boynton stated this is the same as last year noting the collective bargaining is at 2% which will be mirrored on the non-union side. He stated there have been discussions of potential positions in Information Services, specifically a security specialist with the possibility of using a regional approach for this position. Selectman Trindade explained that part of the Selectmen's responsibility per the Town Charter is that we set this policy every fall. The Board then starts a cooperative budgeting process with the School and Finance Committees to ensure everyone's best interests are addressed and we are providing services on both the School and Municipal side.

Selectman White moved that the Board approve the Fiscal Year 2021 Budget Policy as discussed. Selectman D'Innocenzo seconded. No Discussion. VOTE: 4-0-0.

Discussion/Vote: Fiscal Year 2021 Budget and 2020 Town Meeting Calendar

The Board reviewed the proposed fiscal year 2021 budget and 2020 Town Meeting calendar.

Town Administrator Boynton stated this is the usual calendar we put together each year. Selectman Trindade noted that this will be on the website available to all residents for their review.

Selectman D’Innocenzo moved that the Board approve the Fiscal Year 2021 Budget and 2020 Town Meeting Calendar as discussed. Selectman White seconded. No Discussion. VOTE: 4-0-0.

Authorization to Expend Grant Funds: Massachusetts Department of Environmental Protection (MassDEP) Recycling Dividends Program - \$7,800

The Board reviewed the (1) Notice of Grant Award, (2) grant notification letter from Mass DEP dated October 9, 2019, and (3) contract.

Mr. D’Amico stated this is a grant that we receive annually. Ms. Carlisle reported that we earned 13 points this year which is the highest to date and therefore received more in grant funding. She stated last year’s funds were used for education initiatives and recycling center repairs. Two years ago the funds were used for the recycle smart brochure and white goods recycling. Selectman Trindade commended her work.

Selectman D’Innocenzo moved that the Board authorize the expenditure of the Mass DEP Recycling Dividends Program in the amount of \$7,800 as presented. Selectman White seconded. No Discussion. VOTE: 4-0-0.

Approval: Contract with Prism Energy Services - \$211,050 for the following projects: Public Library - RTU Replacement - \$16,800; Police Station - First Floor AHUs and Condensers - \$80,062; Police Station - Second Floor AHUs and Condensers - \$74,813; Police Station - Replace Boilers - \$39,375

The Board reviewed the (1) memo dated October 23, 2019 from Stephanie Carlisle, and (2) contract.

Mr. D’Amico stated these grants fund are as a result of our designation as a Green community. We received \$216,000 of funding this year. These specific projects came from the capital request list. Ms. Carlisle reported that \$2,000 will come from a Columbia Gas incentive and \$209,000 from the grant funds for these projects. Selectman Crowley asked if there was no requirement for performance and payment bonds and if we have a policy. Ms. Carlisle stated this contract falls under Massachusetts General Law (MGL) Chapter 25A, Section 14, so they are not required. Mr. D’Amico stated the Town does not have a policy but follows MGL procurement laws and our discretion if the project warrants it.

Selectman White moved that the Board approve and authorize the Vice-Chair to execute the contract with Prism Energy Services in the amount of \$211,050 as presented. Selectman D’Innocenzo seconded. No Discussion. VOTE: 4-0-0.

Discussion: Unaccounted for Water Loss

The Board reviewed the unaccounted for water loss report.

Mr. D’Amico explained that one of the many statistics reported to the Mass DEP is unaccounted for water. He noted that numbers for the annual production from the wells and what the Town sells through the water meters never match. That discrepancy can be attributed to hydrant flushing and leaks. There is a methodology allowed by the Mass DEP for calculation of this discrepancy. He stated that Mr. Smith has been diligently working to decrease this number.

Selectman Trindade provided information about the Town's four wells. Selectman Crowley explained the reason the Board requested this presentation was due to their concern regarding water capacity and the potential for the need for an additional well. If this unaccounted water is not at a certain percentage, the state would not allow an additional well.

Mr. Smith directed the Board to the year to date total gallons pumped at 261 million which is down from 278 million last year. He then pointed out that year to date we are at 4.77% for unaccounted water noting the Mass DEP target is 10%. Mr. Smith cautioned that this could change tomorrow should a waterline break occur. Selectman Crowley asked if the daily average of 547 included municipality usage. Mr. Smith confirmed and directed the Board to the daily average usage trending from 2010 to 2019. Selectman Trindade noted that this downward trend could be attributed to the improvements in the Town's water infrastructure and resident education on water saving measures. Mr. Smith stated other contributory factors include leak detection and decreased usage in irrigation. Selectman Crowley asked for clarification on how the number for average pumping was determined. He referred to the decrease in percent of unaccounted for water loss since Mr. Smith took over this position. Mr. Smith stated it was a team effort. Selectman Crowley referred to the 19% decrease in billed water revenue as both a good news bad news scenario. We are conserving more water but expenses are not decreasing, which has a direct impacts on water rates. Selectman Trindade explained that the Town does not have a water filtration system as part of our infrastructure unlike surrounding towns. He noted that we are going to be making those investments as the current management processes for water quality are not sufficient. He also stated we have been trying to build a capital reserve to address these infrastructure improvements.

A resident asked how much impact the closing of McDonalds affected water usage. Mr. D'Amico stated this would not have a sizable impact. Selectman Trindade asked about the impact of Exelon. Mr. D'Amico stated this is very small. Selectman Trindade reported that Exelon received state approval to dig their own wells so there is no impact on the Town's water supply. Selectman Crowley asked what the recommendation is based on the decrease in pumping relative to the need for a new well. Mr. Smith reported that due to the new developments: Salmon, 39 Main Street, Timber Crest, and Glen Brook, we will to address those needs. Mr. Boynton stated that our state permit restricts us to 920 million but we are not currently able to hit that number with the current infrastructure noting the plan for satellite wells will get us closer to our allowable pumping amount. Selectman Crowley asked if we need to petition the state for a new source. Mr. Smith stated the satellite wells were needed but not a new well. Mr. D'Amico reminded all the since the Oakland is so heavy in iron content we rarely use it. Once the treatment plant is up and running, that well will be put back on-line therefore increasing the water capacity. Town Administrator Boynton confirmed the need to monitor capacity as these new developments are completed. Selectman Crowley asked how long it takes to obtain state approval to raise capacity. Mr. Boynton stated that is dependent on multiple factors including the current atmosphere within the Mass DEP, Town needs, and the Charles River Watershed group concerns. Mr. D'Amico reported it took one year to add a second pump at the Populatic well site. Selectman Crowley ask for the pumping threshold that would trigger our need to apply for additional capacity. Mr. D'Amico noted that if the unaccounted water is low and we can show the need, the process would not take as long.

Selectman Trindade explained the specific requirements needed to put a well in place. He asked for the timeframe for a brand new well site or a satellite well. Mr. Smith stated it takes approximately 10 years for a new source and for a satellite well 18 months. Selectman Crowley asked for confirmation that there is no need to look at a new source at this time. Mr. Smith confirmed. The Board requested a report for the 2019 calendar year next February. Selectman D'Innocenzo asked if there is a projection

for usage on all of the new projects identified and how this impacts our total capacity. The impact for 39 Main Street is 18,000 gallons per day, Salmon is 35,000 per day, and Timber Crest is 38,000 per day, so we have adequate capacity.

Discussion: Status on Grant Funding for Solar at the New DPW Facility

The Board reviewed the memo dated October 23, 2019 from Dave D'Amico.

Town Administrator Boynton stated that as of 3:35pm today we were notified that our application was approved. We are still in Group 2. He then reviewed the seven step process and where we are currently. He stated we are now in a holding pattern until the solar is installed and connected on site. Selectman Trindade explained that the new DPW facility plans are designed as a net zero building with solar arrays and noted we will be able to recoup the total costs for these solar arrays through the energy credits. Mr. D'Amico stated step 5 is what the architect wants to postpone in order to get the net zero certification. Mr. Boynton stated we do not want to jeopardize this process in order to obtain net zero certification. There was further discussion on how these credits would be applied to the Town's energy bill resulting in the recuperation of the total cost for these solar arrays.

Discussion: Household Hazardous Waste Day – Addition of Second Date

The Board reviewed the memo dated October 23, 2019 from Dave D'Amico.

Selectman Trindade noted that Selectman Crowley requested looking into an additional date.

Mr. D'Amico stated he recently attended a consortium meeting noting that many Towns do something on a monthly basis for their residents at a cost. We have this once yearly at a cost to the Town of \$14,000 with very long lines at the recycling center with no cost to the residents. The goal of an additional date would be to provide improved customer service and decrease the wait time at the recycling center. He would not anticipate our costs to double. The costs for DWP staff time is \$1,000, which would not change. The cost for Clean Harbors is \$13,000, which is based on what materials are received. His assumption would be that this would not double the costs as what was brought in on the second date would be minus what was brought in on the first date. He further explained we could utilize grant funds for these costs and we would continue to not charge the residents. Selectman White asked where the money comes from for these costs currently. Mr. D'Amico stated from the trash bill revenue. He noted that they validate the person is a Medway resident but not if they are a trash customer. Selectman Crowley agreed that any resident should be allowed to participate. He noted that: (1) the cost comes from the solid waste budget, (2) we do have available reserves, (3) he thinks this is a good benefit to the residents, and (4) asks the Board to support an additional date. Selectman Trindade asked where the Town's trash goes. Mr. D'Amico stated Wheelabrator. Selectman Trindade noted that Wheelabrator burns trash to turn into energy and this would not only assist residents but potentially decrease environmental hazards being placed in the trash, burned and released into the air.

Selectman Crowley moved that the Board authorize DPW to initiate a second household hazardous waste date. Selectman D'Innocenzo seconded. Discussion: Selectman Crowley requested that the second date be provided to the Board once known and that a notice of this be included in the tax bills. **Selectman Crowley amended his prior motion to include a notice in the tax bills. Selectman White seconded. VOTE: 4-0-0.**

Approval: Contract with Medway Youth Baseball, Inc. for Cassidy Field Concession Operation

The Board reviewed the contract.

Town Administrator Boynton stated the property and facility is Town owned. There was only one bidder, Medway Youth Baseball, and all contract related documents have been reviewed by Town Counsel.

Selectman D’Innocenzo moved that the Board approve and authorize the Vice-Chair to execute the contract with Medway Youth Baseball, Inc. for the Cassidy Field Concession Operation as presented. Selectmen White seconded. Discussion: Selectman Crowley asked for the financial reports from the Coakley Building concession, Cassidy Field concession and the Medway Community Farm as these were requested yearly and we have not received them to date. **VOTE: 4-0-0.**

One-day Liquor License Application

The Board reviewed the Police Chief’s and Lieutenant’s recommendations for the Medway Community Farm, Rachele Finn, Allison Muirhead, and Andrew Mahan.

Selectman White 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 D’Innocenzo seconded. No Discussion. VOTE: 4-0-0.

Action Items from Previous Meeting

The Board reviewed the Action Items dated September 30, 2019.

This agenda item was not discussed.

Town Administrator’s Report

There were no items for the Board to review.

Community Resiliency Workshop – Tomorrow – October 29 – Thayer: Town Administrator Boynton reminded the Board of the workshop scheduled for tomorrow.

Town Hall Safety Training – Town Hall Closing @ 1:00PM – November 7th: Town Administrator Boynton stated the reality of the day is the need for safety training for Town Hall employees. The Medway Police department will provide the training for Town Hall staff.

Health Insurance Renewal: Town Administrator Boynton reported the senior increase was double digit so we asked them to take another look at these rates. We are trying to get an early renewal on our plan in hopes for better rates.

State Earmarks Update (Community Farm, Lovering Heights, Public Safety): Town Administrator Boynton stated we have received and disbursed the community farm funding. The Lovering Heights project is planned for next April and we have just submitted the signed contract for the public safety funds.

Police Officer Hiring Process & Promotions Update: This item was not discussed but will be discussed at the next Selectmen’s meeting.

Town Administrator Out of Office: Nothing planned.

NEXT Selectmen’s Meeting – Tuesday, November 12, 2019 at the Medway Senior Center

Selectmen’s Reports

There were no items for the Board to review.

Selectman D’Innocenzo noted that the High School teams are in the playoffs and requested all to support these teams.

At 8:56 PM, Selectman Trindade moved that the Board enter Executive Session Executive Session: Exemption 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 the vice-chair so declares [topic: Kingson Lane] 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 [topic: Discussion of Possible Acquisition of Real Property – 74 and 82 Lovering Street] and the vice-chair so declares and Vote to Approve and Release Executive Session Minutes of September 7, 2010 (Reasons 3 & 6), May 16, 2011 (Reason 3), November 7, 2011 (Reason 6), November 21, 2011 (Reason 3), January 3, 2012 (Reason 3), February 6, 2012 (Reason 3), March 8, 2012 (Reason 6), March 12, 2012 (Reason 6), March 19, 2012 (Reason 6), and June 18, 2012 (Reason 6) and the vice-chair so declares. Selectman Trindade so declared. Selectman White seconded. It was so called by roll call vote: 4-0-0 (Crowley - aye; D’Innocenzo – aye; Trindade - aye; White - aye).

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