

**Board of Selectmen's Meeting
September 21, 2020 – 7:00 PM
Sanford Hall
155 Village Street**

Present: Glenn Trindade, Chair; Maryjane White Vice-Chair; Richard D'Innocenzo, Clerk (7:04pm); Dennis Crowley Member; John Foresto, Member.

Staff Present: Michael Boynton, Town Manager; Barbara Saint Andre, Director, Community and Economic Development; Peter Pelletier, Deputy Director, Department of Public Works (DPW); Stephanie Carlisle, Compliance Coordinator, DPW; Sandy Johnston, Communications Director.

Others Participated Remotely: Allison Potter, Assistant Town Manager.

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

Public Comments: There were none.

Approval of Minutes

The Board reviewed the draft minutes of September 14, 2020.

Selectman Foresto moved that the Board approve the minutes of September 14, 2020. Selectman White seconded. No Discussion. VOTE: 4-0-0.

Authorization to Expend Grant Funds: Green Communities Competitive Grant for Middle and High School Related Projects - \$152,488

The Board reviewed the (1) memo from Stephanie Carlisle, (2) Notice of Grant Award form, (2) grant award notification letter.

Ms. Carlisle stated these grant funds were applied for to target the schools as they are the highest energy consumers. She reviewed each of the projects and how each would be funded. She noted that the Eversource Incentive Program would soon be closing so we took advantage of applying for these funds prior to its conclusion. Selectman Trindade then explained in more detail the Green Communities Grant. The Selectmen commended Ms. Carlisle on her efforts. Selectman Crowley asked how long Ms. Carlisle has been the Compliance Officer. She stated three years. He then asked the total grant funding she has brought into the Town over that time period. She stated \$585,000 including this grant. Selectman Foresto asked if any more funds are available from Eversource. Ms. Carlisle detailed the other specific sources of potential Eversource funding.

Selectman Foresto moved that the Board authorize the expenditure of the Green Communities Competitive Grant in the amount of \$152,488 as presented. Selectman D'Innocenzo seconded. No Discussion. VOTE: 5-0-0.

Approval: Contract with Salmon Home Care, LLC for Public Health Nursing Services - \$15,750

The Board reviewed the contract.

Town Manager Boynton stated this is an increase from \$14, 150 from prior year and the first increase in two to three years. He noted that \$18,000 was budgeted.

Selectman D’Innocenzo moved that the Board authorize the Chair to execute the contract with Salmon Home Care, LLC for public health services in the amount of \$15,750 as presented. Selectman White seconded. No Discussion. VOTE: 5-0-0.

Vote: Adopt an Order of Taking for Drainage and Sewer Easements on Forest Road

The Board reviewed the (1) letter from Town Counsel Lee Smith, and (2) order of takings for 5, 6, 10 and 12 Forest Road.

Ms. Saint Andre stated there are four orders of taking for each of the lots involved and noted these are only for easements. All these easements were established back when the subdivision was created and we want to ensure that we accept these in order to maintain the road, which includes the drainage and sewers. She noted this is very routine for each road accepted by the Town. Selectman Crowley noted that this has been before the Selectmen a number of times before and asked if anything has changed. Ms. Saint Andre confirmed there have been no changes.

Selectman D’Innocenzo moved that the Board vote to adopt the Orders of Taking for 5, 6, 10, and 12 Forest Road as presented; and further to determine that no persons will sustain damages in their property by reason of the takings; and further to authorize the Chair to execute all documents related to such takings, including notices to be sent to affected land owners and mortgagees. Selectman White seconded. No Discussion. VOTE: 5-0-0.

Approval: Contract Amendment with Helene Karl Architects (HKA) - \$29,610

The Board reviewed the (1) contract amendment and (2) DPW Facility Project expenditures.

Mr. Boynton stated the project has run over due to the delivery delay of the pre-engineered building, COVID-19, etc. There has already been an amendment for the project manager and contractor due to these delays. Selectman Crowley asked for confirmation that we ran over timewise but not budget-wise. Mr. Boynton confirmed. Selectman Crowley noted there was \$250,000 left in budget and asked if there were any anticipated overages. Mr. Boynton stated they were not anticipating any overages at this time and a walk through is scheduled for this Saturday. He anticipates two to three more weeks before we are able to occupy the building. Selectman Crowley asked for a status on the equipment and furniture budget. Mr. Pelletier stated we are under budget at the moment on both. Mr. Boynton noted that he will only authorize expenditures for the physical and operational needs of the building and supplies will come from the general fund budget. Selectman Crowley stated his point was that are we estimating well and commended the team that put together the project funding. Selectman Foresto asked for a status on the battery storage layout related to the solar panels. Mr. Boynton was not aware of the status. Selectman Foresto stated there is money available from the State for funding this and wants to ensure that we look into this in the near future.

Selectman Foresto moved that the Board authorize the Chair to execute the contract amendment with Helene Karl Architects in the amount of \$29,620 as presented. Selectman D’Innocenzo seconded. No Discussion. VOTE: 5-0-0.

Vote: Close November 16, 2020 Fall Town Meeting Warrant

The Board reviewed the Fall Town Meeting warrant.

Mr. Boynton stated there is a draft warrant noting that we are not accepting any additional warrant articles. Selectman Crowley asked about Article 4, 13 Populatic Street. Mr. Boynton stated that this was a place holder and will most likely will come off. Selectman Crowley requested this be included in the May Town Meeting warrant. Selectman Foresto asked for the deadline for printing the warrant. Mr. Boynton stated three weeks prior to Town Meeting.

Selectman D’Innocenzo moved that the Board vote to close the November 16, 2020 Fall Town Meeting warrant and refer the zoning articles to the Planning Board for review. Selectman White second. No Discussion. VOTE: 5-0-0.

Selectman Foresto asked about the Moderator’s request to minimize the time spent at Fall Town Meeting. Mr. Boynton confirmed that he has discussed this with Mr. Cerel. Selectman Trindade recommended the State of Town be presented outside of Town Meeting as a video.

Action Items from Previous Meeting

The Board reviewed the Action Items dated August 3, 2020.

Street Acceptance Progress & Performance Security: Selectman Crowley asked for an updated report on the streets that still need to be addressed and their current status from Ms. Affleck-Childs.

Route 109 Project: Town Manager Boynton asked if this can be removed. The Selectmen confirmed. He noted that we have received the last invoice that the Town is responsible for from the State for the pedestrian crossings, noting they are in and just need to be programmed. Selectman Crowley reported about a call he received from a resident regarding the lip to get into both the Mobile station and either the bank or Dunkin Donuts. The State said the lip is compliant. Selectman Crowley requested a copy of the Massachusetts Department of Transportation specifications. Selectman Trindade noted that the lights at Holliston Street and Route 109, Winthrop Street and Route 109, and Franklin Street and Route 109 work really well. However, the lights into the Shaw’s Plaza have not been adjusted and requested that we investigate if they have sensors and can be adjusted, or sensors can be installed. Mr. Boynton noted that these were not a part of the project and will have DPW investigate.

Town Manager’s Report

There were no items for the Board to review.

Inclusion, Diversity, & Equity Committee (IDEC): Town Manager Boynton stated he and Ms. Potter met with a group of residents to move forward with an IDEC noting they have good ideas to take us to the next step. He requested they work on a committee charge and present it to the Board for discussion about next steps.

Water Facility Committee: Town Manager Boynton stated he is requesting the creation of a Water Facility Committee and will have a charge to put before the Board at their next meeting. We need a team similar to the for one for the DPW facility. John Foresto, Tim Harris, Ted Kenney, Mike Schrader, and Mike Callahan have been asked to participate. If there are no objections, he will bring this before the Board at next meeting. They will work along with Town Administration similar to the DPW Building Committee. There will be two motions before the Board, one to create committee and then to appoint the members. Selectman Crowley asked if we are on schedule based on the timeline. Mr. Pelletier reported that the pilot study has been completed with the request to provide more criteria to the design team. An architect has not been selected yet.

COVID Update:

- Town Manager Boynton stated there are five active cases.
- Updated Costs-Town Manager Boynton reviewed the costs by department with a total to date of \$312,114.38 noting Finance Director Pratt is tracking these costs. He stated that we have not made applications for CARES ACT funding yet. Ms. Pratt is tracking what could be requested out of the CARES ACT.

Exelon Opacity Update: Town Manager Boynton stated the Board authorized both the use of special counsel and an outside consultant. We have a third-party air quality engineer at a cost of \$8,000; \$10,000 was authorized. There are two issues to be addressed: (1) air quality, and (2) the legal maneuvering regarding the impact on our Host Community Agreement (HCA). We hope to have an update at the next Selectmen's meeting. Selectman Crowley asked about the diesel running time number and if it was exceeded. Mr. Boynton stated it depends on the legal interpretation of the HCA, specifically, if testing counts or does not count. Selectman Crowley asked if this was clear in the HCA. Mr. Boynton stated it is not as it was not anticipated that testing would occur over a long timeframe.

MPO Election Update – Seeking Nominations for Medway: Town Manager Boynton stated Mr. Pelletier is willing to represent Medway. This is for a three-year term and Bellingham stated their interest following this term.

Town Manager Out of the Office:

- Thursday September 24 – Hyannis Fire Assessment Center
- Friday September 25 – Out of Office

NEXT Regular Selectmen's Meeting – Monday, October 5, 2020

Selectmen's Reports

There were no items for the Board to review.

Selectman Crowley stated he knows that we are working on accepting the bond money for Applegate, reporting he spoke to the residents and one of residents on lower area has a drainage problem. Mr. Pelletier stated there is a plan to adjust some of the catch basins, but he is not sure what the specific issue is with this resident. Selectman Crowley will provide Mr. Pelletier with the contact information for this resident. Selectman Trindade stated the priority should be road integrity then drainage issues. Mr. Pelletier stated there is a work item list that has not changed noting most of the items address road integrity. Mr. Boynton reminded all that we will need \$10,000 for legal expenses. Selectman Crowley stated there is still an issue with the resident he has been in contact with regarding Pond Street drainage. Mr. Pelletier will follow up with Mr. Tucker on this issue.

At 7:30 PM, Selectman D'Innocenzo moved to adjourn. Selectman White seconded. VOTE: 5-0-0

Respectfully submitted,
Liz Langley
Executive Assistant
Town Manager's Office