

**Board of Selectmen's Meeting
February 18, 2020 – 7:00 PM
Sanford Hall
155 Village Street**

Present: John Foresto, Chair; Glenn Trindade, Vice Chair (7:10pm); Richard D’Innocenzo, Member; Maryjane White, Member.

Absent: Dennis Crowley, Clerk.

Staff Present: Michael Boynton, Town Administrator; Allison Potter, Assistant Town Administrator; Dave D’Amico, Director, Department of Public Works (DPW); Stephanie Carlisle, Compliance Coordinator; Sandy Johnston, Communications Director; Margaret Perkins, Library Director; Police Chief Tingley; Fire Chief Lynch.

Others Present: Tri-County Vocational High School: Stephen Dockray, Superintendent; Daniel Haynes, Business Manager; Linda Reynolds, School Committee Representative for Medway; Susan Dietrich, Chair, Cindy Sullivan, Vice-Chair, Medway School Committee.

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 February 3, 2020.

Selectman D’Innocenzo moved that the Board approve the minutes of February 3, 2020. Selectman White seconded. No Discussion. VOTE: 3-0-0.

Authorization to Expend Grant/Donation Funds: a. Social Infrastructure Grant from the Massachusetts Board of Library Commissioners for Supplies and Programs Addressing Mental Health, the Opioid Crisis, Homelessness, and Hunger - \$750; b. Water Management Act Grant for Identification of Appropriate Town Properties for Implementation of Green Infrastructure for Ground and Stormwater Management - \$30,500; c. Senior SAFE Grant from the Massachusetts Department of Fire Services for Fire Safety Education - \$2,348; d. Student Awareness of Fire Education Grant from the Massachusetts Department of Fire Services for Fire Safety Education - \$3,965; e. Donation from Middlesex Bank for Security Systems for Seniors with Mobility Issues - \$10,000; f. Donation from Middlesex Bank for the Purchase of Equipment for the Police Department or Personnel as Needed - \$10,000

The Board reviewed the (1) Grant/Donation Authorization Forms, (2) contracts, (3) agreement with the Massachusetts Library Board of Library Commissioners, (4) memo from Dave D’Amico dated February 6, 2020, and (5) Water Management Act Grant Scope of Services.

Senior SAFE Grant:

Selectman D’Innocenzo moved that the Board authorize the expenditure of the Senior SAFE Grant funds for fire safety education in the amount of \$2,348 as presented. Selectman White seconded. No Discussion. VOTE: 3-0-0.

Student Awareness of Fire Education Grant:

Selectman D’Innocenzo moved that the Board authorize the expenditure of the Student Awareness of Fire Education Grant funds for fire safety education in the amount of \$3,965 as presented. Selectman White seconded. Discussion: Selectman Foresto asked if the Fire Chief works with the School to implement these educational programs. Chief Lynch stated that Captain Irwin and Fire Fighter Thompson go into the schools and work with them noting the school has been very cooperative with this process. **VOTE: 3-0-0.**

Donation from Middlesex Bank for Security Systems for Seniors with Mobility Issues:

Selectman D’Innocenzo moved that the Board accept and authorize the expenditure of the donation from Middlesex Bank in the amount of \$10,000 for security systems for seniors with mobility issues as presented. Selectman White seconded. Discussion: Selectman Foresto asked how this will be managed. Chief Lynch explained the funds will be used to place Knox Boxes on houses of the residents needing this service. The Knox Box allows the Fire staff to punch in a code for emergency access to the house key if family is too far away to respond. **VOTE: 3-0-0.**

Donation from Middlesex Bank for the purchase of equipment for the Police Department or Personnel as needed - \$10,000:

Selectman D’Innocenzo moved that the Board accept and authorize the expenditure of the donation from Middlesex Bank in the amount of \$10,000 for the Police Department or Personnel as needed as presented. Selectman White seconded. No Discussion. VOTE: 3-0-0.

Social Infrastructure Grant:

Ms. Perkins stated the Massachusetts Board of Library Commissioners offered mini grants in the areas of mental health, opioid abuse, and homelessness. She noted that this must be completed by fall of this year and they plan to purchase materials, DVDs, audio books, etc. and present three programs on these topics.

Selectman D’Innocenzo moved that the Board authorize the expenditure of the Social Infrastructure Grant funds for supplies and programs addressing mental health, the opioid crisis, homelessness, and hunger in the amount of \$750 as presented. Selectman White seconded. No Discussion. VOTE: 3-0-0.

Water Management Act Grant:

Ms. Carlisle stated the Charles River Watershed Association asked if we wanted to submit a joint grant application. She noted that this requires a Town match, most of which can be in the form of staff hours with \$1,500 coming from the stormwater management account, which has been approved by Director D’Amico. She stated they will use GIS to identify town owned properties that we can implement infiltration. She noted this will help meet the MS4 requirements for adding green infrastructure. She

stated soil samples will be taken on six sites and then concept designs will be drawn up that we can utilize.

Selectman D’Innocenzo moved that the Board authorize the expenditure of the Water Management Act Grant for identification of appropriate Town properties for implementation of green infrastructure for ground and stormwater management in the amount of \$30,500 as presented. Selectman White seconded. No Discussion. VOTE: 3-0-0.

Discussion: Tri-County Vocational High School Fiscal Year (FY) 21 Budget and Future Capital Needs
The Board reviewed the PowerPoint presentation.

Superintendent Dockray introduced himself and Business Manager Haynes and reviewed both of their backgrounds. He stated they are here to answer any questions and reminded all that the students can assist the Town with projects that may be coming up. He reminded all of the work done on the Medway Community Farmhouse in 2009.

Mr. Haynes reviewed a subset of the slides provided to the Board. Specifically, he reviewed the state aide as a percentage of net school spending along with the local contribution for the participating towns. He then discussed the Student Opportunity Act reviewing the positive impact on the gateway cities. Selectman Foresto asked for the specific impact on Medway. Mr. Haynes stated that 9 of the 11 towns are receiving the minimal aide of \$30/student, including Medway. Town Administrator Boynton referred back to the slide depicting the percentage of state aide noting that Medway is higher than Medfield, Sherborn, and Walpole as a result of the redo of the formula due to the overburden caused by the original formula from the 90’s, as we were growing very quickly at that time. The overburden aide then became part of the base aide to the Town moving forward. Mr. Hayes then reviewed the Chapter 70 and Town Assessments slide noting the flat Chapter 70 funding and the only other source for funds are from town assessments. He then reviewed the foundation enrollment, noting the major up and down patterns stating this depends on how many 9th graders are coming in which causes a lot of fluctuation from year to year and is a budgeting challenge. He then reviewed the 2019 Chapter 70 Funding Foundation Budget slide noting that you never receive less Chapter 70 than you did the year before and the anticipated continued low state aide funding. The ten-year history statistics for Medway compared to State wide were then reviewed. Superintendent Dockray reminded all that the enrollment includes high school and grade 13 enrollment noting this year, three students in grade 13 include those in the cosmetology and LPN programs. The FY21 Chapter 70 apportionment of local contribution slide was then reviewed followed by the district enrollment from 10.1.2018-10.1.2019. Selectman Foresto asked what drives the student population changes so dramatically from year to year. Superintendent Dockray noted that North Attleboro had a substantial drop as they went through rough financial times and this may be a correction of their enrollment. He stated it is difficult to predict with 11 towns what the enrollment will be. Mr. Haynes noted that they are not at their full capacity of 1,200 students. He reviewed the FY21 preliminary assessments based on a 3.57% increase noting that Medway’s contribution will be increasing. He noted that although Millis, Plainville, and Walpole had the largest increase in enrollment from last year this does not balance out the decrease from North Attleboro. The FY21 proposed budget was then discussed including the budget specific increases. Mr. Haynes reviewed the per pupil spending explaining their higher costs are due to the need to purchase special equipment for their specialized programs and the higher costs for specialized teachers. It was noted that the Massachusetts Department of Elementary & Secondary Education (DESE) limits the number of students per teacher so they must hire enough staff to support that state mandate. Mr. Haynes then reviewed the capital projects planned and the one recently completed. There was further discussion about the

timing requirements of the potential Massachusetts School Building Association (MSBA) funded projects.

Town Administrator Boynton explained the process for determination of town assessments for capital projects noting the voting for those discussed this evening will likely occur in 2022 or 2023. Selectman Foresto noted the need for community engagement and information prior to the vote. There was further discussion about the age of the building, the need for major renovations, and the large potential future cost. Mr. Haynes noted the eligibility for MSBA funding starts May 1, 2020 and ends March 20, 2021. Town Administrator Boynton stated he has seen the difficulties the district has had in determining costs on a year to year basis noting that the additional difficulty in that we are putting our budget together one month ahead of Tri-County and our own school department. He reminded all that the Chapter 70 funds include high school enrollment numbers along with the grade 13 post-secondary students and that this formula is driven by DESE. He stated that we should discuss this at the legislative breakfast in conjunction with the conversation regarding the impact of Student Opportunity Act. Selectman Foresto asked if there was any impact from the charter school. Superintendent Dockray stated no as there are no overlapping programs.

Update on Electronic Vehicle Charging Station Usage

The Board reviewed the (1) memo dated February 18, 2020 from Stephanie Carlisle, and (2) PowerPoint presentation.

Ms. Carlisle stated she is updating the Board on the usage of the electronic vehicle charging stations that were implemented over the past year. She reported usage of both stations as follows: (1) total cost of \$2,300 for electricity, (2) 159 unique drivers, and (3) 910 total sessions. They began tracking one Town car in December to determine best tracking practices moving forward. She noted it is a good public service, she has received positive feedback, and recommends continuing the usage at no cost to the residents. Selectman Foresto asked if the stations can be turned off on the weekends, or if we can charge on the weekends, or if we can charge once a user hits a predetermined usage threshold. There was further discussion on the potential options for cost recovery. Ms. Carlisle will investigate and present the options to the Board in April. Ms. Dietrich asked about how the payment would occur due to the new rule that there must be a certain number of electronic charging spaces for new developments. Mr. D'Amico stated you can pay by credit card.

Vote to Close May 11, 2020 Special and Annual Town Meeting Warrants

The Board reviewed the (1) draft Special and Annual Town Meeting Warrants, and (2) e-mail dated February 13, 2020 detailing proposed zoning by-law amendments.

Selectman Foresto asked why we open and close the warrants. Town Administrator Boynton stated it is due to state statute. Selectman Trindade requested the addition of a placeholder for the by-law update.

Selectman Trindade moved that the Board close the May 11, 2020 Special and Annual Town Meeting Warrants. Selectman D'Innocenzo seconded. No Discussion. VOTE: 4-0-0.

Consideration of Public Event Application: Community Church of West Medway 5K Road Race – June 20, 2020

The Board reviewed the (1) public event application, and (2) Police Chief's recommendation.

Selectman Trindade moved that the Board approve the public event application as presented subject to the Police Chief's recommendation and proof of appropriate insurance coverage. Selectman White seconded. No Discussion. VOTE: 4-0-0.

One-day Liquor License Applications

The Board reviewed the Police Chief's recommendations for Belinda McCusker, Amy Brady, Karen Dobson, John Lyons, Linda Hinkley, Medway Lacrosse Boosters, Diana Richards and Steve Dunbar.

Selectman Trindade moved that the Board approve the one-day liquor licenses 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 February 3, 2020.

DPS Facility Building Project: Town Administrator Boynton reported that there is some legal work that needs to be done.

Report to BOS usage of Electronic Vehicle Charging Station: Town Administrator Boynton stated the next update will be scheduled for April 2020.

Town Administrator's Report

There were no items for the Board to review.

Fire Station Sprinkler System Update – Bids Exceed Budget: Town Administrator Boynton stated we received \$100,000 of state grant funding for installation of the sprinkler system in Station 1 and the Town appropriated an additional \$50,000. The bids by the two responding companies exceed \$200,000. This grant must be finished by the July time frame so he contacted FEMA and asked if we can get an extension, which they confirmed. He noted that we have the option if the sprinkler system will not work to repurpose the funds for firefighter safety equipment. He stated the Mr. McGee will ask why the other vendors did not bid and why for those that did the cost was much higher than we anticipated. He believes it may be due to prevailing wage. He stated that with the facility study on going to determine the future of that building, we need to further discuss this project. There was discussion on the challenges with the current state of the building.

Health Insurance Carrier Change – Harvard Pilgrim Health Care: Town Administrator Boynton stated in order to meet the budget we needed to change carriers. The Insurance Advisory Committee met last week and there is no objection with moving to Harvard Pilgrim Health Care. The one huge benefit is that the Medicare programs costs will be cut 35-40%. He stated we will need a contract and the Selectmen's approval of the contract at a later meeting.

Snow & Ice Update: Town Administrator Boynton stated that we have spent \$309,000 through this past week out of the \$400,000 budgeted.

Legislative Breakfast – February 29th – Agenda Items?: Town Administrator Boynton reminded all of the legislative breakfast scheduled for next Saturday, February 29th.

Town Administrator Out of the Office:

- Tuesday, February 25 – Sheriff's Office Visit – Dedham (AM)

NEXT Regular Selectmen's Meeting – Monday, March 2, 2020

Town Administrator Boynton stated the updates to the Town Charter have made it through the Senate but due to the Senate revisions, it has gone back to the House for their reconsideration.

Selectmen's Reports

There were no items for the Board to review.

Selectman Foresto stated his appreciation of Superintendent Pires' coordination of a shadowing session for him at the high school. He was very impressed with high school programs and students.

Town Administrator Boynton reported that the newest Police Officer Ryan Kahn graduated on Valentine's Day. Ben Leazott starts the academy in Boylston next week.

At 8:00 PM, Selectman Trindade moved to adjourn. Selectman D'Innocenzo seconded. VOTE: 4-0-0.

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