

**Select Board Meeting: Budget Workshop**  
**March 6, 2021 – 8:30AM**  
**Sanford Hall, Town Hall**  
**155 Village Street**

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

**Staff Present:** Michael Boynton, Town Manager; Allison Potter, Assistant Town Manager; Carol Pratt, Finance Director; Dave D’Amico, Director, Department of Public Works (DPW); Peter Pelletier, Deputy Director, DPW; Police Chief Allen Tingley; Lieutenant William Kingsbury; Fire Chief Jeff Lynch; Deputy Fire Chief Mike Fasolino; Richard Boucher, Director, Information Services.

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At 8:35 AM Mr. Trindade called the meeting to order and led the Pledge of Allegiance.

**Public Comments:** There were none.

**Review of Proposed Fiscal Year (FY) 2022 Operating Budget**

*The Board reviewed the (1) proposed Fiscal Year 2022 operating budget, (2) updates to the proposed FY2022 operating budget previously provided, and (3) Information Services remaining balances spreadsheet.*

Mr. Boynton reviewed the FY22 Revenue/Expenditure comparison document, the annual process of determining projected revenue for the coming fiscal year, and how the tax levy is determined including the assumption of \$350,000 of new growth yearly. He noted that other communities will tax up to the levy limit however we do not. He explained that the Select Board’s position of not taxing directly to the levy limit allows the tax rate to remain low noting that we annually hold back \$300,000. He also noted that \$1.7 million of Exelon funds were put into debt stabilization to pay down our debt exclusion to minimize the impact on taxes. The tax levy for FY 22 is \$44,992,170. He then reviewed the State aid of \$12, 527,604 from the Governor’s budget noting that last year we took a ten percent cut and this year it is \$63,000 higher. He reviewed the specific State aid budget items noting that the Library and School Choice items are direct appropriations that must be spent for those specific purposes. Mr. Crowley pointed out that although it looks as if we are receiving more in State aid the associated take-away costs result in the Town receiving less than the past year. Mr. Trindade noted that the ten-year average is flat or declining. Mr. Boynton explained the contributing factors to this including Chapter 70 funding that began back in the 1990s to assist Towns with the impact on explosive school enrollment and as growth stopped we are now receiving the minimum amount allowed. Mr. Crowley reported that in addition to the impact of Chapter 70, more children are going to Charter Schools at a cost of \$17,500 per student which comes directly out of the Town budget. Mr. Boynton then reviewed the local receipts which has taken the largest COVID impact due to decreased discretionary spending noting the historical yearly increase is usually \$100,000 but only \$30-40,000 this year. He noted the caution utilized of not increasing this number as if the assumption is off substantially we could end up with a negative free cash number. He reported that vehicle excise and invested income were the only items increased at a total of \$150,000. Mr. Boynton explained the indirect costs associated with the Enterprise Funds and reminded all of the new special revenue fund for EMS receipts implemented last year for all ambulance fees which in prior years was an Enterprise Fund. We anticipate \$750,000 in ambulance fees revenue,

\$650,000 will go to the General Fund leaving the rest for the anticipated purchase of a new ambulance. Mr. Boynton then reviewed the expenditure summaries, noting increases in Charter School and School Choice and that State & County Assessments are fairly stable. He noted that although Charter School revenue is up, the costs have greatly increased. He explained all the other expenditures noting the Overlay Appropriation reduction of \$300,000 resulting from the Eversource Appellate Tax Board case being settled. He referenced the zero difference in the budget noting there is no room for adjustments for any new costs. Mr. Crowley stated he disagreed but will address this later in the meeting. He asked Ms. Pratt if the Department of Revenue (DOR) 5-10% guideline of the General Fund budget includes the free cash number. Ms. Pratt confirmed.

### **Information Services (IS)**

**Present: Richard Boucher, Director**

Mr. Boucher stated his budget is overall level service funded. He noted that the line item for other charges and expenses includes cell phone bills, internet connection costs, as well as Novatime associated costs, who restructure resulted in a decrease in this line item but an increase in another by \$4,500. He noted that Munis goes up 5% per year. Mr. Foresto stated that we can't really impact that as it took two years to do the Munis conversion. Mr. Boucher reported that their service is phenomenal, and their new training program called PACE increased the training budget line item and but decreased the overall training costs. Mr. Trindade asked for an explanation of the SMS turbo for DPW. Mr. Boucher explained this is for tracking the tickets for the recycling center for improved reconciliation noting \$19,000 of the cost was funded by a State grant. He stated it includes the functionality for credit card usage including the ability to put a specific credit card as well as an available balance on file for usage eliminating a service fee per usage and just a monthly service fee as well as the ability to apply the credit card charge to utility bills. The Select Board preferred to have payment by credit card up front. Mr. Boucher noted this can be added at no cost noting the goal of this system was to eliminate cash transactions at the recycling center. Mr. Crowley asked how much of the MIS computer equipment line item of \$130,000 is attributed to the school. Mr. Boucher stated 95%. Mr. Crowley noted that comes out of the Town budget and stated his concern that the Town pays for a number of school items that the school is supposed to report to the State at per student costs and asked if that includes these items. Ms. Pratt confirmed. Mr. Boucher then reviewed the 2021 planned expenses spreadsheet and the balances to date. He noted the school is phasing out desktops for laptops due to COVID noting that we have devices on hand. He noted the intent for the \$120,000 of projection cost will not be a rip and replace but to replace as breakage occurs and they will be purchasing items in anticipation of breakage. He stated this results in a \$75,000 positive balance noting if this is not spent on other items, it will be available for breakage of equipment. Mr. Boynton noted the prior plan to switch Chromebooks was derailed by COVID and that since projectors are not used due to remote learning these can be funded on an ongoing basis. Mr. Boucher then reviewed each of the projects funded by using the leftover projection line item funds. Mr. Trindade asked why we have not move to all cloud-based functionality. Mr. Boucher explained that it is cost prohibitive to move some systems to the cloud so we will always need servers for those specific functions. Ms. White asked if all surveillance cameras are in working order. Mr. Boucher stated they are checked regularly noting that two are currently down, one at the recycling center and one in front of Town Hall. He reported that we now have wireless access points in every classroom due to remote learning. He noted that the town-wide door system upgrade with the control system at the police system resulted in the need for more licenses. He then reviewed the remaining expenses by budget line item. He reported that next year only the 5<sup>th</sup> grade will require upgraded Chromebooks and there will be no new desktop purchases as all administration and teachers now have laptops. He noted the Walgreen intersection will be going to a camera-based system which is

the last intersection in Town with no camera. He stated that there are 117 cameras at the Middle School and due to their age they cannot handle any upgrades. Mr. Trindade asked if they are in all the appropriate locations. Mr. Boucher confirmed noting the internal ones are located in ceiling tiles and his staff can address these, but he must call a vendor for those outside. He stated that the switches are failing so also need replacement. Mr. Crowley asked if he will be spending the total leftover balance. Mr. Boucher stated it will be carried over. Mr. Crowley asked if these funds can be carried over. Ms. Pratt confirmed. Mr. Boucher stated historically, the leftover balance has been used for preemptive purchases.

#### **Department of Public Works (DPW)**

**Present:** Dave D'Amico, Director and Peter Pelletier, Deputy Director.

**Building Maintenance:** Mr. Pelletier stated there is not much change in this budget line and noted that losing lease space will result in savings, electrical costs may increase, and gas costs remain the same. Mr. Boynton stated no new staff will be added, currently there are four, and he commended them on their work. There will be no new services and no new expenditures for cleaning services. The budget has gone down mostly due to leases costing \$38,250 due to the new DPW facility. Ms. White asked if we are done with all leases. Mr. Boynton stated we are leasing one bay at Broad Street for storage. He stated we are using the canopy at the new DPW facility for storage until the new water treatment facility is completed.

**Facilities and Project Improvements:** Mr. Boynton reported this has been used for bathroom repairs completed by our staff and most recently the replacement of the broken water heater at the library. This line item prevents the need to go to the Finance Committee. Mr. Foresto asked if unexpended funds fall to free cash. Mr. Boynton confirmed. He reported that we may need to go to the Finance Committee for the Parks revolving fund. Mr. Crowley asked for the amount. Mr. Boynton stated \$25,000 due to the impact of COVID on field rental fees. Ms. Pratt reminded all that the Finance Committee reserve can only be utilized for an unforeseen and unbudgeted circumstance. Mr. Crowley asked rather than falling to free cash if we can put \$75,000 into the capital stabilization account. Ms. Pratt stated we need to close the fiscal year before any funds are transferred to the capital stabilization account.

**Administration & Highway:** Mr. Pelletier stated Mr. D'Amico's retirement impacts the salary line item. He noted that we are still trying to determine the monthly electric charges. Mr. Foresto asked if the solar panels will result in a credit. Mr. Boynton stated this is how that is supposed to work. Mr. Foresto asked if there is a separate meter at the building. Mr. Boynton confirmed noting Eversource is taking an extended time to get the billing done. Mr. D'Amico reminded all present that it is a net zero building so charges in winter will hopefully adjust for the spring and summer. Mr. Pelletier noting there will be additional savings once the wash bay is converted to propane from oil. Mr. Crowley asked why the overtime is running so high. Mr. Pelletier stated this is mostly due to road projects and work resulting from the condition under manholes as well as the move to the new facility. Mr. Foresto asked if the personnel costs are charged to road project. Mr. D'Amico stated if it is not part of an existing project these costs fall to this line item. Mr. Crowley asked about the minimal expenditure for downed trees. Mr. D'Amico stated there was a separate Town Meeting article funding this and now those funds have been fully spent so they are now spending from this line item. Mr. Crowley wants to ensure all funds will be spent for this line item. Mr. Boynton confirmed this will be spent by the end of this FY. Mr. D'Amico reported that as of yesterday \$38,000 has been spent. Mr. Trindade asked if we are being

more aggressive. Mr. Pelletier confirmed. Mr. Boynton noted that we are also using our own equipment to address this as well with our new chipper.

**Parks:** Mr. Pelletier reminded all that they requested to add a 50/50 position for Parks & Solid Waste which was not funded last year so this request was put in again for this year. The rest of this budget is unchanged. Mr. Boynton noted that based on the workload, we could add additional staff but don't have the funding and commended the group on their efforts. Mr. Trindade commended the staff as well including their work on the trails. Mr. Boynton stated following Town Meeting, we will determine the handling of Evergreen Cemetery noting that Mr. Carew is working with Walpole to understand the requirements and policies and procedures will also be developed. Mr. Foresto voiced his concern that the quality of work done by current staff may be impacted with these additional responsibilities. Mr. Boynton stated we are not ready to address this at this point. Ms. White asked if more summer help can be added to address this concern. Mr. Boynton confirmed. Mr. Pelletier stated we have five open part-time positions as usual and four from last year are requesting to return.

**Water:** Mr. Trindade reported on comments on Friends of Medway of residents with brown water issues and asked the cause and if it was from annual flushing. Mr. Pelletier stated flushing did not occur last year due to COVID and this is planned for this spring. Mr. Boynton stated the issues in Brentwood was due to the infrastructure work. He also noted that each time a hydrant is opened this issue could occur. He stated that Medway has hard water which is why we are doing the water treatment plant. He noted that all wells are located at one end of Town therefore, the need to add chlorine to get water from one side of town to the other causes the chlorine smell for those residents closer to the well. He noted that we are disinfecting the water, not removing minerals. Mr. Trindade noted that water is very regulated for testing requirements. Mr. Boynton stated that Kleinfelder had quoted a total of \$16 million for the treatment plant, satellite wells at all three locations, as well as the addition of the raw water lines. \$9 million was for the water treatment plant and based on the current Owner's Project Manager's (OPM) estimate we are looking at \$13 million for this facility. He noted that the Board has been phasing in increases to the water rates in an effort to build the funding requirements for the system improvements. It was further noted that all of these projects are twenty years overdue and all surrounding towns have upgraded these systems except Medway. He stated the biggest cost is the sewage cost for the Charles River Pollution Control District (CRPCD) as we bill gallon for gallon what comes in and what goes out. He noted the only other solution would be to hit the General Fund which impacts all departments including the schools. Mr. Trindade noted that funding for these projects that was available in the past is no longer available. Mr. Foresto pointed out that Bellingham and Franklin have three water treatment facilities. Mr. Crowley noted that \$21 million will be spent for these water projects with the adjustment to the debt schedule increasing by \$250,000 so we increased the rates to start to build up available funds but that may now not be enough based on OPM's estimate of the cost of the water treatment facility. He asked about the current revenue at 62% relative to the bill that was just sent out and since we bill quarterly, he anticipated the revenue would be higher at this point in time. Mr. D'Amico stated this was the third bill that was just sent out and the fourth quarter is sent out in May and due June. Mr. Crowley asked if we should hit our revenue goal. Mr. Boynton confirmed noting that the third bill covers the wintertime so you cannot double the revenue to date as there is lower consumption during the third billing cycle. Mr. Trindade asked about the plan for the second water tank off of Lovering Street. Mr. Boynton stated this is in the capital plan for 2025 at a cost of \$1.5 million to rehab the current tank. Mr. Trindade asked about the timing for the Highland Street tank. Mr. Pelletier stated this is scheduled for the spring of next year with the plan to drain, complete spot repairs, and determine if it can be rehabbed or must be replaced. Mr. Boynton then explained the actual process of water tank drain and repair. He stated the water treatment facility is schedule to be

on-line by the end of 2023 or the beginning of 2024 noting that the facility will require rehabilitation every ten years. Mr. D'Amico reported that one large overhaul to one of the water tanks is in capital plan as well. Mr. Boynton stated that we also need to plan to address the water lines on Holliston Street to coincide with the work of the safe streets to school project. Mr. Trindade stated that once the treatment plant is on-line and we complete the other infrastructure projects brown water will be negligible. Mr. Boynton pointed out that we will be pumping clean and treated water and we will not get the build-up in the over eighty year old pipes however, even with new pipes, anytime we open a fire hydrant this will cause a discoloration issue but it should not be what we have seen to date.

Mr. Trindade asked how many Town vehicles we have. Mr. Boynton stated approximately 98 including mowers although this may be higher as we have replaced vehicles that we have not taken off the road due to the COVID limit of one person per vehicle. We have added a roadside tractor but not added staff vehicles in the past year. The last staff vehicles added were electric vehicles. Mr. Crowley asked in perfect world, what would we want the water reserves to be assuming there are no big issues. Mr. D'Amico stated 20% of the regular operating budget so \$500,000. Mr. Boynton noted that any big issues would be addressed out of the operating budget and would not hit the reserve.

**Sewer:** Mr. Trindade asked about the inflow and infiltration (I&I). Mr. Pelletier reported we are looking at the system daily using the new equipment allowing us to address some issues identified with minimal costs. Mr. Trindade noted that the three 3 new meters tracking what is going out of Town provides direction on where to look for problems. Mr. Boynton clarified that the meters provide more accurate readings, but the I&I shows what is going through the system providing more actionable information to address issues. Mr. Foresto asked if we are still using 10% yearly at the CRPCD. Mr. Boynton stated is has dropped it down. Mr. Crowley noted that we were exceeding our capacity, and this has been dropping due to our improved ability to address I&I. Mr. D'Amico stated that this is more due to the weather than I&I. Mr. Boynton noted the major water leak we addressed did have a positive impact on I&I.

**Solid Waste:** Mr. Boynton noted there are no increase in these rates. Mr. Crowley stated if we look at the reserve at \$1.3, every year it is going up, and we are using the Exelon money to not charge indirects to Solid Waste. He requested a later discussion about building up the capital reserve and transferring funds back into the General Fund in FY23. Mr. Boynton reported that \$290,000 of salary costs were originally charged to the General Fund from Solid Waste and this year \$115,000 of salary costs were moved back to Solid Waste from the General Fund. Mr. Boynton asked if the Board wants to move salaries back to the General Fund moving forward. Mr. Crowley stated his concerns about how to increase the capital improvement stabilization account to address all the facility needs. He asked if this can be accomplished partly from here this year or do we want to wait until next year. Mr. Boynton would like to defer until next year due to the increased cost of recycling. Mr. Pelletier reminded all that the additional 50/50 Parks/Recycling staff member's salary hits this budget. Mr. Trindade asked for a cost comparison of the existing yellow trash bags with those that have drawstrings, so residents do not have to use additional drawstring trash bags.

## **Police Department**

### **Present: Chief Allen Tingley**

Chief Tingley reported there are no big changes in this year's budget. He reported the company for their records management system went out of business so there is an increased cost of \$2-3,000 for transferring to the new system which includes increased training costs. Mr. Crowley asked if the Police

Reform Bill has impacted training costs, if our staff have enough training, and if the State is funding this training. Lieutenant Kingsbury noted there is no new training available. Chief Tingley stated our staff's training is sufficient at this point as we are not sure of the actual impact as the committee has not been created yet. Lieutenant Kingsbury stated we now have to pay for the overtime costs for training. Mr. Crowley asked what the appropriate ratio of police to residents is for a Town the size of Medway and if the Chief and dispatchers are included. Lieutenant Kingsbury stated usually 1.7 per 1,000 and we are a bit below that number and confirmed the Chief is included but not the dispatchers. Mr. Crowley asked for an explanation for the increase of \$59,000 in the Police Education Credits budget. Lieutenant Kingsbury stated all the new hires have degrees and retired officers did not noting there is other savings on vacation, longevity, etc. Mr. Crowley asked if a communications person was added as this line item increased by \$29,000. Mr. Boynton stated hours not staff were added with two staff members scheduled at the busiest times noting some of these costs are also being funded by a State grant. Mr. Crowley asked if these funds will be spent by the end of year. Mr. Boynton confirmed. Mr. Trindade asked about the increase in the rental and leases line item. Chief Tingley stated this is related to the need for new software. Mr. Boynton reported that we will be monitoring what needs to be implemented based on new Police Reform bill. He stated that we will not be coming out of civil service, and we are working with the rank and file to develop a process. Mr. Trindade asked if anything was needed over and above what has already been addressed. Lieutenant Kingsbury reviewed the associated costs once body cameras are recommended estimating a total of approximately \$150,00, noting the biggest issue will be storage. Mr. Boynton stated we must public records law for storage. Mr. Crowley asked if this is included in bill. Lieutenant Kingsbury confirmed noting the State now has a committee to determine how to implement this, costs, storage, and public records impacts. Mr. Boynton reported that if this is State mandated, they must provide funding, but if the Federal government mandates this, then the State says since this is a Federal mandate, they don't have to provide funding. Mr. Boynton noted this also impacts collective bargaining in addition to training. He stated that for Fire Department training, there is state-wide central training but there is none for Police. Fire training is a surcharge on homeowner's insurance. The Fire academy is a zero charge to the Town, but the Police academy is \$3,000 per person. Mr. Boynton noted the new commission will need to certify each new police officer and existing officers are grandfathered in. It is unclear what happens if an officer is decertified and the impact on their employment. There was further discussion on the need for definition, requirements, and guidance on the impact of this bill noting as of July 1<sup>st</sup> the new process for complaints goes into effect. Mr. Trindade asked if we are currently training appropriately. Lieutenant Kingsbury reported that Sergeant Brennan is on the committee and once this is defined we can implement the appropriate training. Mr. Boynton reported they are already working with the staff on specific techniques. Lieutenant Kingsbury stated he is confident in our current position and ability to address any new training as needed. Mr. Crowley asked if the body cameras will be implemented in FY22. Lieutenant Kingsbury stated no, as once they define the standards, it will need to go to the Legislature. Once the standards are set then we can determine our needs.

## **Fire Department**

**Present: Chief Jeff Lynch, Deputy Chief Mike Fasolino**

Chief Lynch stated there are no changes this year. He stated the four new positions were technically for a May start this year and they hope to have two by May first and the second two by October first. Mr. Crowley asked if these positions were built in the budget for a full year. Mr. Boynton stated two for a full year and two for nine months. Chief Lynch reported they have implemented five-person shifts. Ms. White asked if the building supports this. Chief Lynch stated they have made alterations inside to accommodate this. Mr. Crowley noted that we took funds out of reserve to adjust for the increase due

to the new State holiday to both the Police and Fire budget with \$104,000 left for negotiations and asked what the plan is for utilization of those funds. Mr. Boynton stated for negotiations of the both police and fire contracts. Ms. Pratt reported that we will need to go to Town Meeting for funding if we can't close the negotiations prior to Town Meeting. Mr. D'Innocenzo asked when we will see the purchase of the next vehicle. Chief Lynch stated we are anticipating the new ambulance to be delivered in May and the next fire engine would be Engine 2 in two to three years. Mr. Boynton stated there is no room to put Engine 2 which is a 2002 in decent shape at Station 1. He stated the tanker, Engine 1 and Ladder 3 will not fit in Station 1 as well as any new equipment. There was further discussion on how this impacts future equipment purchases based on where they are located as well as for current functional needs. Mr. Foresto asked if there are special architects for fire department buildings. Mr. Boynton confirmed there are a number of these. Mr. Foresto asked how much money to we want to spend on existing structures that do not even currently meet our needs. Mr. Boynton explained what would be needed if keep the current site at a cost of \$7-\$9 million. There was further discussion on how this would be addressed and the related information in the facility study. Mr. Foresto asked if we should consider any eminent domain locations. Mr. Boynton stated it would be something centrally located on Main Street or off of Winthrop Street. Mr. Crowley asked for confirmation about the purchase of a new ambulance every four years. Mr. Boynton confirmed noting the one replaced is twelve years old, the first four years it is used as the first vehicle out, the next four as the second out and the final four as a back-up. Mr. Foresto asked Chief Lynch if all of his capital requests were funded. Chief Lynch confirmed. Chief Lynch commended his staff on the efforts during the pandemic. Mr. Crowley noted that building budget for the personnel changes in FY21 results in funds falling to free cash.

#### **General Budget Discussion**

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

Mr. Crowley stated that the bonding agencies provide a AAA rating for stabilization at 10% and if you look at our free cash and reserves, we are at 18%. He voiced his concern about this amount and the need to put as much as possible in the capital improvement stabilization fund. Mr. Trindade noted that we take a hit when the money is taken out. Mr. Boynton stated we put \$300,000 into the General Stabilization account which is at 6.4% and all other stabilization accounts that we fund are with the intention of taking these funds out in the future. He noted that the bonding agencies look at it negatively when take out those funds. Mr. Crowley asked if we would go below our AAA rating when we have to take out these funds. Ms. Pratt stated as long as we explain the reason we need to take out these funds, she does not anticipate we would go below a AAA rating. There was further discussion on amount in free cash for stabilization versus immediate capital needs. Mr. Boynton pointed out that we have zero funds in the operating budget to address capital needs, so we use free cash, approximately \$2 million over the past few years for immediate capital needs. Mr. Crowley stated that he wants to reduce the free cash number to build reserves. Mr. Boynton stated we can only increase revenue or decrease expenses to increase free cash and the mechanism we utilize to address our reserves is to build up capacity in the debt budget as this will eventually fall to free cash to be utilized for stabilization as needed. There was further discussion about the efficacy of lowering free cash versus the capacity in the debt budget to deal with funding stabilization. There was further discussion on the risk of increasing anticipated revenues versus increasing debt capacity to fund capital costs. Mr. Crowley stated his concern about having enough funds to pay for the upcoming capital needs.

#### **Review of Budget Related May 10, 2021 Special and Annual Town Meeting warrant articles**

*The Board reviewed the (1) May 10, 2021 Special Town Meeting Warrant, (2) May 10, 2021 Annual Town Meeting Warrant, and (3) information requested from Finance Director at March 1st Select Board meeting*

Mr. Boynton stated he wants to confirm the Board agrees with the general budget, enterprise funds, and monetary articles of the warrants as we need to give the budget to the Finance Committee on Monday. Mr. Crowley asked that Article 9 of the Annual Town Meeting warrant be changed to add resurfacing of the high school tennis courts at a cost of \$400,000 and to decrease the cost of the pickleball courts to \$100,000 and that we also ask the Community Preservation Committee (CPC) to cover a portion of these costs. He noted that residents are complaining about the amount of money being spent on the fields. Mr. Foresto asked if CPC can spend their funds in this manner. Ms. Pratt confirmed noting there is currently \$1.8 million in the CPC fund. Mr. Crowley noted that does not include funds coming in for this year. Ms. Pratt stated that the State provides \$350,000 and we raise \$650,000 per year. Mr. Trindade will discuss this with Mr. Cerel. Mr. Trindade reminded all that we will need \$1.1 million for the Glen Brook project as well. Mr. Boynton stated that as long as there are not major changes from the State, the budget should be all set. Mr. Boynton asked if the Select Board would like to vote on the Special and Annual Town Meeting articles that are complete and were reviewed in detail at their March 1<sup>st</sup> meeting. The Board agreed.

Special Town Meeting Warrant

ARTICLE 3: (Transfer from Overlay to Capital Stabilization)

**Mr. Foresto moved that the Board vote to recommend approval of Article 3. Mr. D’Innocenzo seconded. No discussion. Vote: 5-0-0.**

Mr. Crowley asked if there will be too much left over in the overlay account. Ms. Pratt stated no.

ARTICLE 4: (Free Cash Transfer to Capital Stabilization)

**Mr. Foresto moved that the Board vote to recommend approval of Article 4. Ms. White seconded. No discussion. Vote: 5-0-0.**

ARTICLE 5: (Free Cash Transfer to General Stabilization)

**Mr. Foresto moved that the Board vote to recommend approval of Article 5. Mr. D’Innocenzo seconded. No discussion. Vote: 4-1-0. (Mr. Crowley voted against)**

ARTICLE 6: (Adjustment: Community Preservation Fund Statutory Set-Aside)

**Mr. Foresto moved that the Board vote to recommend approval of Article 6. Mr. D’Innocenzo seconded. No discussion. Vote: 5-0-0.**

ARTICLE 7: (Repurpose Monetary Article – Fire Dept Items, School Paving Projects)

**Mr. Foresto moved that the Board vote to recommend approval of Article 7. Mr. D’Innocenzo seconded. No discussion. Vote: 5-0-0.**



Mr. Crowley asked if we could repurpose the left-over funds from the monetary articles from the current and prior years or would these funds fall to free cash. Mr. Boynton stated we could repurpose these funds.

**Mr. Foresto moved that the Board add Article 8 to the Special Town Meeting warrant to repurpose the funds left over from prior years monetary articles. Mr. D’Innocenzo seconded. No discussion. Vote: 5-0-0.**

Annual Town Meeting Warrant

ARTICLE 1: (Debt Stabilization Fund Transfer)

**Mr. Foresto moved that the Board vote to recommend approval of Article 1. Mr. D’Innocenzo seconded. No discussion. Vote: 5-0-0.**

Mr. Crowley requested that this be explained to the residents by Mr. Boynton at Town Meeting.

ARTICLE 2: (Transfer from Ambulance Receipts to General Fund)

**Mr. Foresto moved that the Board vote to recommend approval of Article 2. Mr. D’Innocenzo seconded. No discussion. Vote: 5-0-0.**

ARTICLE 3: (Appropriation: FY22 Operating Budget)

**Mr. Foresto moved that the Board vote to recommend approval of Article 3. Mr. D’Innocenzo seconded. No discussion. Vote: 5-0-0.**

Mr. Boynton explained this would only change if the Police and Fire collective bargaining agreements are completed prior to Town Meeting.

ARTICLE 4: (Appropriation: FY22 Water Enterprise Fund)

**Mr. Foresto moved that the Board vote to recommend approval of Article 4. Mr. D’Innocenzo seconded. No discussion. Vote: 4-1-0. (Mr. Crowley voted against)**

ARTICLE 5: (Appropriation: FY22 Sewer Enterprise Fund)

**Mr. Foresto moved that the Board vote to recommend approval of Article 5. Mr. D’Innocenzo seconded. No discussion. Vote: 5-0-0.**

ARTICLE 6: (Appropriation: FY22 Solid Waste Enterprise Fund)

**Mr. Foresto moved that the Board vote to recommend approval of Article 6. Mr. D’Innocenzo seconded. No discussion. Vote: 4-1-0. (Mr. Crowley voted against)**

ARTICLE 7: (Free Cash Appropriation: Capital and Other Items)

**Mr. Foresto moved that the Board vote to recommend approval of Article 7. Mr. D’Innocenzo seconded. No discussion. Vote: 5-0-0.**

ARTICLE 8: (Free Cash Transfer to Street Acceptance Account)

**Mr. Foresto moved that the Board vote to recommend approval of Article 8. Mr. D’Innocenzo seconded. No discussion. Vote: 5-0-0.**

ARTICLE 9: (Borrowing: Parks Projects)

**Mr. Foresto moved that the Board vote to recommend Article 9 as to be determined. Mr. D’Innocenzo seconded. No discussion. Vote: 5-0-0.**

ARTICLE 10: (Raise & Appropriate: Roads & Sidewalks)

**Mr. Foresto moved that the Board vote to recommend approval of Article 10. Mr. D’Innocenzo seconded. No discussion. Vote: 5-0-0.**

Mr. Crowley requested that this be explained to the residents by Mr. Boynton at Town Meeting.

ARTICLE 11: (Free Cash Transfer: Town and School Building Repair and Maintenance)

**Mr. Foresto moved that the Board vote to recommend approval of Article 11. Mr. D’Innocenzo seconded. No discussion. Vote: 5-0-0.**

ARTICLE 12: (Borrowing: Urban Renewal Plan Implementation)

**Mr. Foresto moved that the Board vote to recommend approval of Article 12. Mr. D’Innocenzo seconded. No discussion. Vote: 5-0-0.**

Mr. Crowley requested that this be explained to the residents by Mr. Boynton at Town Meeting.

ARTICLE 13: (Water Retained Earnings Transfer: Purchase Vehicle and Provide Grant Funds)

**Mr. Foresto moved that the Board vote to recommend approval of Article 13. Mr. White seconded. No discussion. Vote: 5-0-0.**

ARTICLE 14: (Appropriation: General Stabilization)

**Mr. Foresto moved that the Board vote to recommend approval of Article 14. Mr. D’Innocenzo seconded. No discussion. Vote: 5-0-0.**

ARTICLE 15: (Appropriation: OPEB Trust)

**Mr. Foresto moved that the Board vote to recommend approval of Article 15. Mr. D’Innocenzo seconded. No discussion. Vote: 5-0-0.**

ARTICLE 16: (Appropriation: Medway Day)

**Mr. Foresto moved that the Board vote to recommend approval of Article 16. Mr. D’Innocenzo seconded. No discussion. Vote: 5-0-0.**

ARTICLE 17: (Appropriation: Community Preservation Committee)

**Mr. Foresto moved that the Board vote to recommend Article 17 as to be determined. Mr. D’Innocenzo seconded. No discussion. Vote: 5-0-0.**

ARTICLE 18: (Revolving Funds –Authorize FY22 Spending Limits)

**Mr. Foresto moved that the Board vote to recommend approval of Article 18. Mr. White seconded. No discussion. Vote: 5-0-0.**

ARTICLE 19: (Acquire Real Property – Evergreen Cemetery)

**Mr. Foresto moved that the Board vote to recommend approval of Article 19. Mr. D’Innocenzo seconded. No discussion. Vote: 5-0-0.**

ARTICLE 20: (Amend General Bylaws – Stormwater)

**Mr. Foresto moved that the Board vote to recommend approval of Article 20. Mr. D’Innocenzo seconded. No discussion. Vote: 5-0-0.**

ARTICLE 33: (Accept Access Easement to Conservation Restriction Parcel – Timber Crest Estates)

**Mr. Foresto moved that the Board vote to recommend approval of Article 6. Mr. D’Innocenzo seconded. No discussion. Vote: 4-1-0. (Mr. Crowley voted against)**

ARTICLE 34: (Charter Amendment – Selectmen to Select Board)

**Mr. Foresto moved that the Board vote to recommend approval of Article 20. Mr. D’Innocenzo seconded. No discussion. Vote: 5-0-0.**

**11:42 AM Mr. Foresto moved to adjourn. Mr. D’Innocenzo seconded. VOTE: 5-0-0**

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