

**Select Board Meeting
November 22, 2021 – 6:00 PM
Sanford Hall
155 Village Street**

Present: Maryjane White, Chair; Dennis Crowley, Vice-Chair; Frank Rossi, Clerk; John Foresto, Member; Glenn Trindade, Member.

Staff Present: Michael Boynton, Town Manager; Allison Potter, Assistant Town Manager; Donna Greenwood, Principal Assessor; Chris Park, Assistant Assessor; Carol Pratt, Finance Director.

Other Participants: Todd Alessandri, Finance Committee Chair; Martin Dietrich, Energy and Sustainability Committee Vice-Chair.

At 6:00 PM Ms. White called the meeting to order and led the Pledge of Allegiance.

At 6:02 PM Mr. Foresto moved that the Board enter Executive Session for Reasons 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 litigating position of the public body and the chair so declares [Brody v Town of Medway, et al. Litigation] 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 [166 Village Street] with the intent to return to open session. Mr. Trindade seconded. VOTE: Crowley aye; Foresto aye; Rossi aye; Trindade aye; White aye.

At 6:50PM the Select Board returned to open session.

Public Comments: There were none.

Approval of Minutes: November 1 and November 15, 2021

The Board reviewed the draft minutes of November 1 and November 15, 2021.

Mr. Foresto moved that the Board approve the minutes of November 1, 2021. Mr. Trindade seconded. No discussion. VOTE: 5-0-0

Mr. Foresto moved that the Board approve the minutes of November 15, 2021. Mr. Crowley seconded. No discussion. VOTE: 5-0-0

Authorization to Expend Grant Funds and Authorize Town Manager to Execute Contract: Recycling Dividends Program Grant - \$9,600

The Board reviewed the (1) grant award notification, (2) notice of grant award form, and (3) contract.

Mr. Boynton stated we once again received these funds from the State.

Mr. Trindade moved that the Board authorize the expenditure of the Recycling Dividends Program grant funds and authorize the Town Manager to execute the contract as presented. Mr. Foresto

seconded. Mr. Crowley asked where the actual money goes. Mr. Boynton stated it is a reimbursement process. **VOTE: 5-0-0**

Discussion/Vote: Increase Composition of Energy and Sustainability Committee from 6 to 7 members
The Board reviewed the proposed change in committee composition.

Mr. Dietrich stated he is Vice-Chair of the committee and in reviewing its charter realized that it said six members, which it is an even number and is generally not a good idea, so they are requesting the increase to seven members.

Mr. Trindade moved that the Board increase the composition of the Energy and Sustainability Committee from six to seven members as discussed. Mr. Foresto seconded. No discussion. VOTE: 5-0-0.

Approval: Contract with Arup US, Inc. for Battery Energy Storage System Consultant Services - \$48,000

The Board reviewed the contract.

Mr. Boynton stated this is coming off the agenda as we do not have the final contract. There was discussion about whether to conditionally approve the contract so as to avoid further delaying the work the Town wants Arup to do. Mr. Crowley stated this is due April 8th in preparation for Annual Town Meeting and noted there is no penalty language for not completing the work by this date. Mr. Boynton stated that the point is to get this done right and, further, they will not agree to a penalty clause at this stage. Ms. Potter stated the due date was already pushed out to April 8th assuming the contract would be approved tonight.

Mr. Crowley moved that the Board authorize the Town Manager to execute the contract after final approval by Town Counsel. Mr. Trindade seconded. No discussion. VOTE: 5-0-0.

7:00PM Public Hearing - Fiscal Year (FY) 2022 Tax Classification

The Board reviewed the (1) PowerPoint presentation from Donna Greenwood, and (2) public hearing notice

Mr. Trindade moved that the Board open the (FY) 2022 Tax Classification Public Hearing. Mr. Foresto seconded. No discussion. VOTE: 5-0-0.

Ms. Greenwood stated there are three decisions needed from the Select Board: (1) should the Board accept a residential exemption which is usually for Towns with significant rental property, (2) should the Board accept a commercial exemption, noting only nine towns have this and Medway has never done this, and (3) should the Board vote for a split tax rate where the commercial tax rate goes up and residential tax rate goes down, noting the PowerPoint presentation shows by percentage the impact of a split tax rate. She noted that single family home values increased by six percent, residential condominiums increased by nineteen percent, and commercial/industrial increased by thirteen percent due to completion of an addition on 20 Trotter Drive, 2 Marc Road, a large addition starting on 21 Trotter Drive, as well as significant additional yard items at Medway Oil, 26 Barber Street. She stated that the tax rate dropped this year noting that this rate has not yet been approved by the state. She reported that the Board of Assessors met and voted the following: (1) to not implement a residential exemption, (2) to not implement a commercial exemption, and (3) to recommend a single tax rate. Mr. Crowley stated his issue is, in the presentation, the average single family total tax bill was utilized to

compare Medway to surrounding towns. He asked to have this calculated based on the surrounding towns tax rate as he feels this better shows how Medway compares to surrounding towns. Ms. Greenwood provided a handout showing this comparison noting that both Milford and Bellingham have a split tax rate which is why they are lower than Medway. Ms. White asked for public comments. There were none.

Mr. Trindade moved that the Board close the Public Hearing. Mr. Rossi seconded. No discussion. VOTE: 5-0-0.

Mr. Trindade moved that the Board approve the single tax rate for 2022 and there be no residential or commercial exemption. Mr. Foresto seconded. No discussion. VOTE: 5-0-0.

7:15PM Public Hearing: New Application for a Class III Motor Vehicle Junk License – Seth Solé-Robertson, DBA Solé Antique Salvage

The Board reviewed the (1) Class III application, and (2) departmental approvals.

Mr. Trindade moved that the Board open the public hearing for a new application for a Class III Motor Vehicle Junk License submitted by Seth Solé-Robertson, DBA Solé Antique Salvage. Mr. Rossi seconded. No discussion. VOTE: 5-0-0.

Mr. Solé-Robertson stated he is interested in being able to purchase items he needs for his business directly and not from a reseller to increase his revenue stream. He stated he is located at 266 Main Street and this business is operated out of his home. He buys and sells antique car grills that restaurants and homeowners use for décor. He stated nothing is stored outside.

Ms. White asked if there were any public comments. Joanne Shrestha of 268 Main Street stated as long as nothing is stored outside and there are no other changes she supports this license.

Mr. Trindade moved that the Board close the Public Hearing. Mr. Rossi seconded. No discussion. VOTE: 5-0-0.

Mr. Trindade moved that the Board approve the Class III license as discussed. Mr. Crowley seconded. No discussion. VOTE: 5-0-0.

Discussion/Vote: Fiscal Year 2023 Budget Policy

The Board reviewed the proposed FY23 budget policy.

Ms. Pratt stated this is the budget policy issued each year to the department heads and committee chairs and outlines instructions for submitting their budgets.

Mr. Trindade moved that the Board approve the Fiscal Year 2023 budget policy as presented. Mr. Foresto seconded. No discussion. VOTE: 5-0-0.

Discussion: Five Year Budget Projection

The Board reviewed the five year budget projection document.

Ms. Pratt stated this is also an annual exercise noting that as we go forward with the budgeting process, these numbers will change. She noted the last page of the document is the summary of how each of the figures are determined. Mr. Boynton stated the biggest wild card is health insurance. Mr. Crowley asked

if negotiations have started. Mr. Boynton confirmed. Mr. Crowley asked if the 10% retirement is a plugged-in number. Mr. Boynton stated this comes from Norfolk County noting they are trying to reach being fully funded by 2029. He noted that we have capacity as we do not go all the way to the levy limit. Additionally, we offer a half million tax break each year and this year it is at \$1.3 million. Mr. Crowley noted that the value of the houses goes up so that results in the tax break being eaten up. Mr. Boynton stated on the municipal side, we are looking to add a full-time person to the Parks and Recreation Department, a patrol position to the Police Department to get to twenty-five staff, and a management restructure in the Fire Department to mirror the Police Department with a Chief and two deputies. There will not be an addition to IT as it was decided to outsource cyber security. Mr. Crowley stated he thinks the Parks Department is getting overwhelmed. as we keep adding more and more responsibilities to that group. He requested the Town Manager speak with Mr. Carew regarding the addition of a part or full time position. Mr. Crowley stated when looking at the bottom line, this is a good budget projection. Mr. Crowley asked if the meals tax is in the local receipts number. Ms. Pratt confirmed. Mr. Crowley reported that he asked Ms. Greenwood to project additional tax revenue based on the following projects: Salmon, Glen Brook, Timber Crest, and 39 Main Street noting that we may have \$2.5 million additional revenue in 2024. Mr. Boynton noted that as we go forward there will be incremental growth so all of the \$2.5 million will not be available. He suggested perhaps we take a portion of that growth and put it in the debt budget. Mr. Crowley agreed. Mr. Boynton stated it is important to build capacity into the debt budget. Mr. Crowley stated a lot of work is going into maintaining the trails and asked about setting up a line item in the budget for trails maintenance. The Board agreed. Mr. Crowley stated he requests a separate budget line item for that. There was further discussion about putting available funds into the debt budget and the impact on the debt capacity. Mr. Boynton noted that if all of the funds put in the debt budget are not spent it falls to free cash and at Fall Town Meeting you can allocate that to a stabilization fund. Mr. Crowley asked if the bigger bang for the buck is to borrow or fund a project. Ms. Pratt stated, based on low interest rates, it is better to borrow. Mr. Rossi agreed. Mr. Rossi stated his agreement in adding staff to the Parks and Recreation Department. Mr. Trindade asked if Mr. Alessandri would like to comment. Mr. Alessandri stated that he has not seen the policy or projections. It was noted that the revenue is back up from field rentals. Mr. Boynton stated his concern about excise tax revenue due to lack of available new vehicles for purchase.

Action Items from Previous Meeting

The Board reviewed the action items dated November 15, 2021

This agenda item was not discussed.

Town Manager's Report

There were no items for the Board to review.

Bonfire, Wednesday, November 24: Mr. Boynton reminded all about the bonfire on Wednesday noting that wind could potentially be an issue. Mr. Crowley asked if the notice about specifics not allowed at the event went out. It was confirmed.

Christmas Parade, Saturday, November 27: Mr. Boynton reminded all about the Christmas Parade scheduled for Saturday night noting additional security steps will be in place.

Town Hall Closures for Thanksgiving Holiday: Mr. Boynton noted Town Hall closed Wednesday at 12 noon and Thursday and Friday in observance of the Thanksgiving holiday.

Reprecincting: Mr. Boynton stated the reprecincting previously recommended by the Secretary of State's office and approved by the Select Board resulting in moving 179 residents from precinct 2 into precinct 1 to keep the precinct ratio of registered voters under 5% was done before the legislature looked at their precinct lines. This created a sub-precinct in precinct 1. He noted that the number of registered voters in the precincts are irrelevant in Medway as it does not impact voting. He noted the House districts are changing. Precinct 1, currently represented by Brian Murray, will change to Mike Soter. None of that impacts our previous precinct lines. The Secretary of State's office told us that a sub-precinct will be required, so we now have a precinct 1a and precinct 1b. He noted this will cause the need for a new voting machine, more pole workers, etc. He spoke with Representative Brian Murray who was supportive of changing it back to the original precinct delineation. The Secretary of State's office was not supportive. He noted that our Town Clerk, Stefany Ohannesian, will come before the Board at the next meeting to discuss the ramifications and potential to return to the previous structure. Mr. Boynton stated 100 cities and Towns have issues with this in addition to Medway.

NEXT Select Board Meeting – Monday, December 6, 2021.

Select Board's Reports

There were no items for the Board to review.

Mr. Crowley reminded all that the Lions Christmas tree sale will start at 9am Saturday. All trees are from a Maine farm and are balsams and Fraser firs. He congratulated the Boys Soccer team who made it to the elite eight and the Girls Volleyball team that just missed winning the State tournament.

Mr. Rossi reminded all that the Turkey Trot is this Thursday morning.

Mr. Boynton gave a tip of the cap to the municipal staff working on grant programs for last two years. He reported the total grant funding received since the beginning of 2020 is over \$1.9 million not including COVID funds. Mr. Crowley asked that this be posted on the Town Website.

At 7:46 PM, Mr. Trindade moved to adjourn. Mr. Rossi seconded. VOTE: 5-0-0

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