

**Select Board Meeting
September 20, 2021 – 7:00 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; Police Chief Tingley, Police Lt. William Kingsbury; Police Lt. Matthew Reardon; Fire Chief Jeff Lynch; Deputy Fire Chief Mike Fasolino; Fire Lt. Matt Anzivino; Pete Pelletier, Department of Public Works (DPW) Director; Sean Harrington, DPW Deputy Director; Stephanie Carlisle, Compliance Coordinator; Bridget Graziano, Conservation Agent; Sandy Johnston, Communications Director.

Other Participants: Patrol Officers: Andrew Chu, Andrew Latosek, Stephen Pashal, and Katie Sharkey; Dispatch Supervisor: Hannah Furno; Career Fire Personnel: Sarah Consolmagno, FF/P, Victor DaCosta, FF/P, Morgan Dunn, FF/EMT, Michael Goss, FF/EMT, Michael Kalenak, FF/P, and Taylor Warren, FF/P; Call Firefighters: Jodine Brown FF/EMT, Matthew Coakley, FF/EMT, Derek Morine, FF/EMT, and Nick Volz, FF/EMT; Todd Alessandri, Finance Committee Chair.

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

Public Comments: There were none.

Introduction of Police and Firefighter New Hires: Patrol Officers: Andrew Chu, Andrew Latosek, Stephen Pashal, and Katie Sharkey; Dispatch Supervisor: Hannah Furno; Career Fire Personnel: Sarah Consolmagno, FF/P, Victor DaCosta, FF/P, Morgan Dunn, FF/EMT, Michael Goss, FF/EMT, Michael Kalenak, FF/P, and Taylor Warren, FF/P; Call Firefighters: Jodine Brown FF/EMT, Matthew Coakley, FF/EMT, Derek Morine, FF/EMT, and Nick Volz, FF/EMT

Mr. Boynton explained that both Chiefs will introduce to the Select Board the new hires for the Police and Fire Departments as listed above. Chief Lynch introduced each of his new hires. The Board welcomed all these new staff. Mr. Boynton stated we still have two remaining vacancies in the Fire Department. Mr. Crowley asked about the different levels of Emergency Medical Technicians (EMTs). Chief Lynch explained the differences at each level. Mr. Crowley asked if all the EMTs are training to be Paramedics. Chief Lynch confirmed. Ms. White asked what happens if they do not pass the training. Chief Lynch explained the number of times they are allowed to retake the testing. Chief Lynch then explained each candidate's background. Lieutenant Kingsbury introduced each of his new hires. Mr. Boynton noted that they are not in uniform as they have yet to attend the Police Academy. Lieutenant Reardon introduced the new dispatch supervisor reviewing her experience. Mr. Boynton explained the responsibilities of this role. Mr. Crowley asked if this is a new position. Lieutenant Reardon stated the role is not new but has been expanded. Mr. Trindade reiterated his suggestion to have Medway Cable Access do a segment on the capabilities of the dispatch center. Mr. Foresto stated this is in process. Ms. Johnston stated she will coordinate this effort.

Approval of Minutes: September 7, 2021

The Board reviewed the draft minutes of September 7, 2021.

Mr. Trindade moved that the Board approve the minutes of September 7, 2021. Mr. Rossi seconded. No discussion. VOTE: 4-0-1. Mr. Crowley abstained as he was not present at the meeting.

Authorization to Expend Grant Funds: Mass Department of Environmental Protection, Division of Municipal Services, Massachusetts Clean Water Trust for an Asset Management Plan for Water Distribution and Wastewater Collection Systems - \$75,000

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

Mr. Pelletier stated this grant allows us to work with Woodward & Curran on our asset management plan which will provide for proactive maintenance and budgetary planning on our water and sewer system. Mr. Pelletier stated once we have a plan, we will be able to continue to carry that forward into the future. Mr. Trindade asked if this includes the impacts of future development. Ms. White asked if this was the first time Medway applied. Mr. Pelletier confirmed. Mr. Rossi asked about the source of the matching funds. Mr. Pelletier stated it is \$25,000 of in-kind services.

Mr. Trindade moved that the Board authorize the expenditure of the Massachusetts Clean Water Trust grant as presented. Mr. Rossi seconded. No discussion. VOTE: 4-0-1. Mr. Crowley abstained.

Approval: Contract with Woodard & Curran for an Asset Management Plan for Water Distribution and Wastewater Collection Systems – Not to Exceed \$100,000

The Board reviewed the (1) memo from Pete Pelletier, and (2) contract.

Mr. Pelletier stated this is part of the grant that was just approved. They are the engineer that will be completing the work. Mr. Foresto asked why this vendor was selected and if it is their expertise. Mr. Pelletier and Mr. Boynton confirmed this is their expertise. Mr. Rossi asked if the Town has utilized their services in the past. Mr. Pelletier stated we have used them on the Geographic Information System (GIS) side. Mr. Crowley asked if this was placed out for bid. Mr. Boynton stated it is exempt from Chapter 30B due to the nature of the engineering. Mr. Crowley asked if this is only for the area of Town south of Route 109. Mr. Pelletier confirmed stating this is not enough funding to complete this for the entire town. Mr. Crowley asked about the scope of work, specifically asking about the statement of one day of field work and if that is enough. Mr. Pelletier confirmed that one day is sufficient as Town staff will be completing all of the fieldwork.

Mr. Trindade moved that the Board authorize the Chair to execute the contract with Woodard & Curran as presented. Mr. Rossi seconded. VOTE: 4-1-0. Mr. Crowley opposed. Mr. Crowley stated his opposition was because this was not explained properly to the Select Board ahead of this meeting that this is not for the entire Town and the Board should have been made aware of this.

Discussion: Sidewalk Layout for West and Main Streets

The Board reviewed the (1) two sidewalk layout options, and (2) cost estimates.

Mr. Boynton noted that we have received \$46,000 in grant funding from Housing Choice for the sidewalk plan for West Street to connect the new Glen Brook project back to Main Street. He explained that we want approval of the layout from the Select Board before we move forward to apply for grant funding for the full project. He explained that we have applied for grant funding noting that we do not have any Town funds available for this project. He noted the joint project with Medway and Bellingham is underway. He stated that we do have funds for the Main Street sidewalk project from Richard Road to Lee Lane. The two reasons for this project include tying the sidewalks for the 39 Main Street project into our existing sidewalk infrastructure and to address the condition of the existing sidewalk. We have

\$425,00 available as part of the 39 Main Street project for sidewalk work. There will be a cross walk with a flashing signal for crossing at their entrance. He explained the specific issues analyzed to implement a sidewalk on the south side of Main Street noting this was deemed not feasible. He stated that we want to use the success with the upper Main Street sidewalk project from Franklin Street to the Bellingham line to implement that same type of plan for this project.

Mr. Pelletier stated the goal the of West Street project is to provide a sidewalk for Glen Brook development to get to Summer and Main Streets. He explained the two options, the difference between the two options, the reasons that a bike lane would not be efficacious to implement, and the better plan in option two for the existing pole in the middle of the street, minimizing the street curvature, and better sidewalk location. Mr. Boynton noted that the cost to move/relocate the pole in the middle of the street would be exorbitant. Mr. Pelletier further noted his preference of option two relative to the existing pole which would be extended to a grassy area as well as his preference of the sidewalk locations which would take advantage of the Bellingham project. Mr. Crowley asked how this will be funded. Mr. Boynton stated that we applied for \$250,000 through the Mass Choice program but we have not received that funding. Mr. Crowley asked how we would get the additional \$250,000 needed for this project. Mr. Boynton stated this would get added to the existing road and sidewalk plan. Mr. Crowley stated this would push those existing projects back. Mr. Boynton stated that would depend on the identification of priorities within that plan. Mr. Crowley asked the Board to think about using free cash versus impacting the current road and sidewalk plan. Mr. Foresto stated safety must also be considered in the prioritization of this project. Mr. Crowley asked if we were required to put the sidewalks in on West Street. It was confirmed that this was not required. Mr. Pelletier noted that the \$550,000 project cost is for the sidewalk as well as the reconfiguration of the Beech Street roadway and reiterated that he feels option two provides a better Beech and West Street intersection, the curve would be diminished, and drainage issues would be addressed. The Board agreed with option two.

Mr. Boynton stated that we want to begin working on the sidewalks on the north side of Main Street, which would include from 39 Main Street to Walgreens as the 39 Main Street project is underway. Mr. Crowley asked who is paying for this work. Mr. Boynton explained that we received a total of \$2 million as part of the 39 Main Street Host Community Agreement (HCA) as follows: (1) \$1 million for water and sewer, (2) \$100,000 for the weight room, (3) another sum for playgrounds, (4) \$300,000 for sewer capacity, and (5) \$400,000 plus some for sidewalk work. Mr. Trindade stated that he anticipates that those who live in 39 Main Street will be driving versus walking. There was further discussion about what would be involved with implementing sidewalks on the south side relative to eminent domain takings, moving of utility poles, and the efficacy for sidewalk location. Mr. Trindade asked who is paying for the crossing light at 39 Main Street. Mr. Boynton stated the 39 Main Street developer. Mr. Crowley asked if it is possible to have the consultant look at the efficacy of implementing sidewalks on the south side from a cost perspective. Mr. Trindade asked how we will be addressing ADA compliance. Mr. Pelletier stated this will be addressed in the engineering. There was further discussion about trees that would need to be removed on the north side.

Mr. Crowley asked for an update on the work with Bellingham on the sidewalk on Route 126. Mr. Pelletier stated the sidewalk would stop in front of the Blethen property. There was further discussion on where the sidewalks will be located from the Town-line to Summer Street and from Glen Brook to Route 126. Mr. Crowley asked if we are on budget. This was confirmed.

Presentation: Charles River Flood Model

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

Ms. Graziano explained this project arose from the municipal emergency preparedness plan grant project. She reviewed some of the specific existing locations of flooding within the Town. She then reviewed the precipitation rate plan for a 100-year storm event noting that the rates are from 1961, have not been updated, and are what has been utilized for development to date. She noted that our system was created to address the 6.5 inches, but we have experienced more than this in recent years. The Town has updated our current precipitation rate plans to address these climate change issues but needs to plan for the future. Mr. Crowley asked if these plans will be included in the Fall Town Meeting warrant. Ms. Graziano stated this is the beginning of the planning to adjust our precipitation guidelines and standards. Town is currently using the NOAA Atlas 14 rates. She stated that the intent for this flood model is to use it for climate change education and to plan mitigation measures for future development and infrastructure enhancements. Ms. Graziano and Ms. Carlisle then reviewed six potential solutions and explained each including: (1) green stormwater infrastructure (GSI) to store 2 inches of storm runoff from up to 50% of all impervious cover town-wide, (2) GSI for 20% of feasible/priority land area, (3) GSI storage on large (> 5 acres) of public properties, underground storage, blue roofs (site specific strategies), (4) reduce impervious cover watershed wide by 10% (for subbasins over 10%), (5) land conservation and showed what would happen if 50% of remaining undeveloped/unprotected land to were to become impervious, and (6) increase tree canopy with 25% of public roads become green streets of tree box filters/bioswales connected to leaching catch basins (site specific strategy).

There was discussion about the impact on Medway of towns upstream that do not take any action. Ms. Graziano stated there are nineteen communities, including Medway involved in this project. Mr. Boynton stated eventually the Environmental Protection Agency will mandate addressing this issue and this allows us to be proactive. Ms. Graziano showed the impact on land conservation and development if this issue is not addressed showing increased flooding at certain locations in Town. Ms. Carlisle stated the goal is to store water on site and implement GSI when pervious to impervious land changes occur. Mr. Boynton stated we need to look at our own regulations, what is happening with development as well as our capital planning to impact this issue. There was discussion about the need for the Planning and Economic Development Board to work on implementing regulations to address this issue. Ms. Carlisle and Ms. Graziano then reviewed the next six steps including: (1) financial support of already identified areas in the existing Open Space and Recreation Plan for land conservation, (2) work to reduce impervious cover, (3) design and implement GSI techniques when impervious areas are necessary, (4) retrofit existing structures and impervious areas to hold a minimum of a 2-inch storm runoff, (5) add GSI to existing roads and new road plans, and (6) increase tree canopy cover.

Discussion: Transfer of \$93,100 from Fiscal Year 21 Certified Free Cash to the Fields Stabilization Fund

The Board reviewed the memo from Todd Alessandri.

Mr. Alessandri stated this has come up for discussion over the past few Finance Committee (FinCom) meetings. He noted there is currently \$350,000 in the fields stabilization fund and the first field due for replacement is three years from now, Hanlon field at cost of \$800,000 per field at today's pricing. He noted that the Town is subsidizing grass field usage from the turf field usage which has been impacted by the pandemic. He stated that we will not be able to fund the Hanlon field replacement. The FinCom voted unanimously for this transfer from free cash to the fields stabilization fund. This \$93,100 from the unexpended Fiscal Year 2021 FinCom Reserve will fall to free cash once it is certified. Mr. Crowley agreed but wanted to know why this is being requested for Fall Town Meeting versus Spring Town Meeting. Mr. Alessandri stated FinCom wants to be sure this remains a priority, which may be in jeopardy if competing with other capital projects in the spring. Mr. Pelletier stated the total cost is \$1.6 to replace the Hanlon field noting \$800,000 is the cost for the track alone. The Board agreed and

supported this transfer of \$93,100 from free cash to the fields stabilization fund for vote at Fall Town Meeting.

Vote: Close November 15, 2021, Fall Town Meeting Warrant

The Board reviewed the Fall Town Meeting calendar.

Mr. Trindade moved that the Board open the November 15, 2021, Fall Town Meeting Warrant. Mr. Foresto seconded. No discussion. VOTE: 5-0-0

Approval: Public Event Permit Application – 2022 MEPTO Shamrock Shuffle 5K Road Race – 3/12/2022

The Board reviewed the (1) permit application, and (2) Lieutenant Kingsbury's recommendation.

Mr. Trindade moved that the Board approve the public event permit application as presented subject to the Police Lieutenant's recommendation and proof of appropriate insurance coverage. Mr. Foresto seconded. No discussion. VOTE: 5-0-0

Action Items from Previous Meeting

The Board reviewed the (1) action items dated August 9, 2021.

Potential Tax Review from Salmon, Glen Brook, Timber Crest, and 39 Main Street: The due date for this item was moved to November 2021.

Town Manager's Report

There were no items for the Board to review.

Veterans' District Member – Select Board to Reappoint Town Manager: Mr. Boynton requested that the Board entertain a motion to reappoint him as the Medway representative to the Veterans' District.

Mr. Trindade moved that the Board reappoint Town Manager Boynton as the representative to the Veterans' District. Mr. Rossi seconded. VOTE: 5-0-0.

Able Grid Host Community Agreement (HCA) Update: Mr. Boynton stated they have forwarded an initial draft to the attorneys. He will be requesting Mr. Crowley's and Mr. Trindade's assistance once this is further along in the process as they have assisted with this in the past.

Health Insurance Outlook – Not Trending Well – Examining Options – Select Board Authorize Quote: Mr. Boynton stated we changed brokers and we are now with Cook and Company noting that we are worse off due to utilization. High-cost claims have gone up. We are already planning on addressing this issue. The Senior plans are running 30% ahead of revenue.

Mr. Trindade moved that the Board authorize Town Manager Boynton to solicit a quote from MIIA for health insurance rates. Mr. Rossi seconded. VOTE: 5-0-0.

Town Manager Out of Office – Nothing Planned: Mr. Boynton stated he has no scheduled time off planned.

NEXT Regular Select Board Meeting – Monday, October 4, 2021.

Select Board's Reports

There were no items for the Board to review.

Mr. Crowley asked about free cash. Mr. Boynton stated we have not received this from the Department of Revenue as of yet noting that the State has reported that they will be working on the tax recap prior to free cash unless requested by a town in preparation for town meeting. Mr. Crowley commended the Medway High School football team on their last game stating it was one of best games he has seen noting they lost with 20 seconds to go.

Mr. Rossi congratulated those who put the 9-11 ceremony together. It was superb.

Ms. White noted that relative to the 9-11 ceremony both Town Hall looked great, and the speakers were great. Mr. Boynton commended Police, Fire, and DPW on their efforts. Ms. White announced that the Town Wide yard sale is this Saturday, the 25th, and it is worthwhile to attend. Ms. Johnston reported that the Bridges Festival is also scheduled for this Saturday from 12pm to 5pm, as well as the Medway Police Chase at the High School from 7pm to 10pm.

At 8:58 PM, Mr. Trindade moved to adjourn. Mr. Foresto seconded. VOTE: 5-0-0.

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