

**Select Board Meeting
September 7, 2021 – 7:00 PM
Sanford Hall
155 Village Street**

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

Absent: Dennis Crowley, Vice-Chair.

Staff Present: Michael Boynton, Town Manager; Allison Potter, Assistant Town Manager; Police Lieutenant Matthew Reardon; Barbara Saint Andre, Director, Community and Economic Development; Jack Mee, Building Commissioner; Sandy Johnston, Communications Director.

Other Participants: Tina Wright, Open Space Committee Chair.

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

Public Comments: There were none.

Mr. Boynton noted that Mr. Crowley would not be present due to family commitments. He recognized Charlene Tingley's retirement, thanking her for her years of service. He reported that Jimmy Smith will be retiring from the Fire Department after many years of service, thanking him for his years of service and dedication to the Town.

Approval of Minutes: August 9, August 20, and August 26, 2021

The Board reviewed the draft minutes of August 9, August 20, and August 26, 2021.

Mr. Trindade moved that the Board approve the minutes of August 9, 2021. Mr. Rossi seconded. No discussion. VOTE: 4-0-0

Mr. Trindade moved that the Board approve the minutes of August 20, 2021, amended to correct the name of the vendor and contract amount. Mr. Rossi seconded. No discussion. VOTE: 4-0-0

Mr. Trindade moved that the Board approve the minutes of August 26, 2021. Mr. Rossi seconded. No discussion. VOTE: 4-0-0

Authorization to Expend Grant Funds:

- **911 Support and Incentive Grant - \$42,694**
- **911 Training Grant - \$14,690**

The Board reviewed the (1) grant award letters, and (2) notice of grant award forms.

Lieutenant (Lt.) Reardon stated these are annual grants to support this function. The training support included sixteen hours of training, maintenance of certification, and support of new staff training. Ms. White asked if we have the same amount as prior years. Lt. Reardon stated the support grant has been the same for last two years and is based on call volume. The training amount changes based on departmental needs. Mr. Boynton stated we have hired a new dispatch supervisor and have added additional shift staff which were needed due to call volume.

Mr. Trindade moved that the Board authorize the expenditure of the 911 Support and Incentive and 911 Training grants as presented. Mr. Rossi seconded. No discussion. VOTE: 4-0-0

Mr. Trindade stated they took a tour of the Police Station as part of the Facility Committee and was impressed on the functionality of the tools available to staff. He asked if it would be appropriate for Medway Cable to do a segment showing the capabilities of the technology. The Board agreed. Mr. Boynton reported there is a meeting scheduled tomorrow investigating the possibility for regional dispatch.

Discussion: Children's Memorial Peace Garden

The Board reviewed garden schematic.

Ms. Wright stated this was started several years ago with outreach efforts to parents who lost children in Town and explained the reason Choate Park was selected. She reported that both the Conservation Commission and Parks Commission agreed with their plans. She stated the Department of Public Works (DPW) will complete the demolition work and R. P. Marzilli & Company will complete the installation. There was discussion about the usage of the basketball court which will be included in the demolition. Mr. Trindade reported there was discussion to investigate placing the basketball court elsewhere, potentially at Burke-Memorial or the High School. Mr. Trindade asked about the mechanism for the Friends of Choate to pay for this as it is a 501(c)(3). Mr. Boynton stated the Parks Commission will issue a license to the Friends of Choate to complete the project with a time limit and whatever changes are made will then be a donation to the Town. It was noted that the Town will maintain this moving forward. Ms. Wright stated they have funding for the hardscape but not the plantings. Mr. Trindade stated there is a potential issue to maintain that area if the plantings cannot be completed prior to the fall. He recognized R. P. Marzilli & Company for donating their time to this project. Mr. Boynton stated the Parks Commission was looking for the agreement of the Select Board in order to move forward. There was further discussion on the potential for and location of additional basketball courts. Mr. Trindade stated he will take on this project.

Mr. Trindade moved that the Select Board support the location of and the process moving forward for the peace garden as discussed. Mr. Rossi seconded. VOTE: 4-0-0.

Vote: Amend Medway Municipal Facilities Study Committee Composition to Two (2) Citizens At Large

The Board reviewed the proposed Amendment to Medway Municipal Facilities Study Committee composition.

Mr. Boynton stated Tim Harris has expressed an interest in this committee noting his construction experience and knowledge would be a great benefit to this committee. The Board stated the addition of one citizen at large would bring the committee size to six, an even number. The preference would be an odd number, which could be accomplished by adding two citizen at large positions.

Mr. Trindade moved that the Board vote to amend the Medway Municipal Facilities Study Committee composition from one to three Citizens At Large. Mr. Rossi seconded. No discussion. VOTE: 4-0-0

Appointment Consideration: Medway Municipal Facilities Study Committee – Timothy Harris

There were no materials for the Board's review.

Mr. Trindade moved that the Board appoint Timothy Harris to the Medway Municipal Facilities Study Committee for a term expiring upon completion of the final report. Mr. Foresto seconded. No discussion. VOTE: 4-0-0

Vote: Fiscal Year (FY) 2023 Budget Calendar

The Board reviewed the proposed FY23 budget calendar.

Mr. Boynton stated the budgeting process has begun. He noted that the State of the Town is normally presented at Fall Town Meeting but may be not addressed again this year due to COVID. He also explained the reason of the need to change the date of Fall Town Meeting due to the unavailability of the Town Moderator.

Mr. Trindade moved that the Board approve the FY23 budget calendar as presented. Mr. Rossi seconded. No discussion. VOTE: 4-0-0

Vote: Open November 8, 2021, Fall Town Meeting Warrant

The Board the reviewed the Fall Town Meeting calendar.

Mr Boynton stated we have six finance articles and anticipate zoning articles as well.

Mr. Trindade moved that the Board open the November 15, 2021, Fall Town Meeting Warrant. Mr. Rossi seconded. No discussion. VOTE: 4-0-0

Discussion: Restoration of 1964 Maxim Fire Engine Pumper

The Board reviewed the (1) bid summary, and (2) photos of original and current condition.

Mr. Boynton stated that this is a 1963 Maxim. He noted this is currently located behind the Fire Station noting very few places have the opportunity to do this type of project. Mr. Rossi asked about the purpose of the restoration. Mr. Boynton stated it is to restore a piece of the Town's history. He said if he looked at this from a purely financial perspective, he would say it should not be done. He said we would do this to maintain part of the Town's legacy and noted which communities have done this including Franklin, Nantucket, and Belchertown among others. He stated Nantucket used Community Preservation Act (CPA) funds noting that is what we would do to restore the truck as well as to purchase a small garage for storage, which would be located at the Fire Station. Mr. Rossi asked if the Community Preservation Committee had supported this. Mr. Boynton stated he wanted the Select Board's approval first noting there is \$1.1 million of CPA funds available. The Board stated they agreed on the value of this restoration project. Mr. Boynton explained the bid process and the goal of having one vendor handle this project from beginning to end.

Discussion/Vote: Designate Authority for Approval of One-Day Liquor License Applications

The Board reviewed Town Counsel opinion dated August 23, 2021.

Mr. Foresto moved that the Board designate the authority for approval of one-day alcohol licenses to the Town Manager as discussed. Mr. Trindade seconded. Discussion: Mr. Boynton stated this came up as there was a special meeting needed for the Board to approve a Thayer one-day alcohol license noting that both the Alcoholic Beverages Control Commission and Town Counsel were consulted. **VOTE: 4-0-0**

One-Day Liquor License Applications:

- **Medway Community Farm – 50 Winthrop Street – 9/18/2021**

- Cara Centola – Thayer Homestead – 9/18/2021
- Doug McDuff – Thayer Homestead – 9/18/2021
- Jim Hosker – Thayer Homestead – 9/19/2021
- Karen Neary – Thayer Homestead – 9/24/2021
- Joanne Rojee – Thayer Homestead – 9/25/2021
- Deborah Tanner – Thayer Homestead – 10/1/2021
- Sasha Lindo – Thayer Homestead – 10/2/2021
- Kim Puntini – Thayer Homestead - 10/3/2021
- Michael Rojee-Catherine Chenard – Thayer Homestead – 10/4/2021
- Sabrina Scheer – Thayer Homestead – 10/8/2021
- Penny Kelley – Thayer Homestead – 10/9/2021
- Nicole McMahon – Thayer Homestead – 10/9/2021
- Janet Kelly – Thayer Homestead – 10/10/2021
- Wendy MacKinnon – Thayer Homestead – 10/16/2021
- Scott Gaines – Thayer Homestead – 10/23/2021
- Jessica Bruce – Thayer Homestead – 10/24/2021

The Board reviewed the Lieutenant Kingsbury's recommendations for Medway Community Farm, Cara Centola, Doug McDuff, Jim Hosker, Karen Neary, Joanne Rojee, Deborah Tanner, Sasha Lindo, Kim Puntini, Michael Rojee-Catherine Chenard, Sabrina Scheer, Penny Kelley, Nicole McMahon, Janet Kelly, Wendy MacKinnon, Scott Gaines, and Jessica Bruce.

Mr. Trindade moved that the Board approve the one-day liquor applications as presented subject to the Police Lieutenant's recommendations and proof of appropriate insurance coverage. Mr. Rossi seconded. No discussion. VOTE: 4-0-0

Mr. Foresto thanked Ms. Langley for her efforts relative to these one-day licenses.

Action Items from Previous Meeting

The Board reviewed the (1) action items dated August 9, 2021, and (2) August Water Treatment Facility Status Report.

This agenda item was not discussed.

Town Manager's Report

There were no items for the Board to review.

COVID Update:

Mask Policy Consideration: Mr. Boynton stated we continue to track the number of cases. The number of vaccinated residents who have tested positive is <1%. He noted we are going back inside due to the weather, and we are looking at policies relative to mask wearing noting we continue to follow best practices on this issue.

American Rescue Plan act (ARPA) Funds – Usage Options & Planning: Mr. Boynton stated ARPA funds owed to the Town approach \$4 million. There are a limited number of allowable things that can be done with these funds. We have a \$20 million Water Treatment Facility currently in design and included in projects allowed for funding using ARPA funds are water, sewer, and broadband projects. He reiterated we are not sure of the timing of receipt of these funds noting that we are not doing anything with these funds until we have a better idea of the needs of the

Water Treatment Facility. He noted these funds are available for use through 2024. Ms. White asked if the Board of Health has the authority for direction over Town youth sports. Mr. Boynton confirmed. Mr. Rossi asked what is set aside already for the Water Treatment Facility project. Mr. Boynton stated \$1 million from the 39 Main Street project, \$13 million capacity is built in the debt budget, and we also have available funds in retained earnings. He stated we do not have to adjust water rates to support the debt capacity. He explained we have up to \$2.7 million additional Federal funding that was applied for. Mr. Foresto explained there are three to four other options to obtain funding for the project.

Marijuana Facilities Update: Mr. Boynton stated CommCan has been in place for a few years. Good Feels is reconfiguring space in the building on Jayar Road. Neo Alternative is in construction at 4 Mark Road. Phytopia at 6 Mark Road is in the permitting process with the Planning and Economic Development Board. We don't have any revenue for any of these other than CommCan as they have not begun operation.

Codification of Municipal By-Laws – Reviewing Costs & Options: Mr. Boynton stated we are looking at the potential codification of our municipal by-laws. There are companies that will codify and digitize them on-line. We are one of the few communities that have not modernized our by-laws. We will keep the Board posted on this process. Mr. Trindade stated Tom Gay has agreed to go through them noting this is not complicated and asked if the Select Board wants to bring this forward in the Fall or the Spring Town Meeting. Mr. Boynton stated if we get into issues with social distancing at Fall Town Meeting we may want to push this to the Spring. The Board agreed to handle this at Spring Town Meeting.

Charter Review Update – Select Board Name Change: Mr. Boynton stated there will be a Legislative hearing next Tuesday, on September 14th.

Former Legion Building: Mr. Boynton stated this has been sold. Mr. Trindade stated we received \$150,000 more than we paid for the building noting it will be converted to condos.

Trash Bags Update – Higher Product Costs – Proceeding w/ Drawstring: Mr. Boynton stated the price is \$10,000 higher than originally participated but the plan is to still proceed with the drawstring bags.

September 11th Anniversary Observance: Mr. Boynton reminded all and invited the community to this observance that will be held this Saturday at 8:30AM noting Village Street will be closed from Matondi Square to Sanford Street during this ceremony. He commended DPW on their efforts to prepare the building for the ceremony.

NEXT Regular Select Board Meeting – Monday, September 20, 2021.

Select Board's Reports

There were no items for the Board to review.

There were no reports from the Select Board members.

At 8:03 PM, Mr. Trindade moved that the Board enter Executive Session Under Reason 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 [Zoning Enforcement Matter – D&D Mulch – Winthrop Street] with no intention to return to open

session. Mr. Rossi seconded. Ms. White declared as chair the need for Executive Session. It was voted by roll call: Foresto aye; Rossi aye; Trindade aye; White aye. VOTE: 4-0-0

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