

**Select Board Meeting  
May 16, 2022 – 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; Carol Pratt, Finance Director; Pete Pelletier, Department of Public Works (DPW) Director; Police Lieutenant Kingsbury; Barbara Saint Andre, Community & Economic Development Director; Julie Harrington, Parks and Recreation Director; Sandra Johnston, Communications Director.

**Other Participants:** Todd Alessandri, Finance Committee Chair; Debi Rossi, Parks Commission Chair; Anir Patel and Hardik Patel, Boston Rebels Cricket Club; Helen Gordon of Environmental Partners, Owner's Project Manager (OPM).

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

Ms. White stated that when she first came onto the Select Board, she always looked to Mr. Foresto noting his was the voice of reason. She then read a proclamation prepared for Mr. Foresto who, after this meeting, will no longer be a member of the Select Board, on which he served fifteen years. Mr. Trindade shared his experience in getting Mr. Foresto to initially run for the Select Board back in 2007 stating it has been an honor to serve with him. Mr. Rossi stated when he was first appointed to FinCom, it was also when Mr. Foresto was elected, noting that he has relied on Mr. Foresto's expertise. Mr. Crowley stated he has known Mr. Foresto the longest, shared his past high school experience, college experience, and military service as a Lieutenant on the front lines in Vietnam. He graduated from Northeastern University on the GI bill, worked for Verizon, and was called on September 11<sup>th</sup>, 2001 to get communications back-up in the New York Towers. Mr. Crowley then went on to share many other anecdotes. He shared that Mr. Foresto also runs Movies in the Park, has worked on Clean Sweep each year, and sorts a half a million cans and bottles for the Medway Lions each year. Two things Mr. Crowley is very proud to have accomplished were voting to hire Michael Boynton and convincing Mr. Foresto to run for Select Board. Mr. Boynton shared that in working with thirty-four Board members over the years, Mr. Foresto is number one, stating his positive qualities include his approach, care for the residents of Medway, having no agendas or biases, and being a leader of the team. He thanked him for his service. Mr. Foresto thanked his fellow Select Board members, stating he appreciates that they can sit and talk face to face, make a decision, and hold to that decision. He stated that they all know their roles and shared each members strengths. He then shared how he decided to run for Select Board. He shared how they beat Comcast in court and took those funds and built the fiber network around town. He stated that he would do it all over again. He noted that this is not a three-year stint as it takes years to understand how municipalities work and the current Board's longevity facilitated a great working relationship. He gave kudos to Mr. Crowley who commuted to Boston daily to get our section of Route 109 completed. He explained he was proud of the Community Farm, parks, Thayer Homestead, DPW facility, and the status of the Fire Department, which was a call department when he started. He thanked the current Select Board and Town Manager.

**Public Comments:** There were none.

**Approval of Minutes: May 2 and 9, 2022**

*The Board reviewed the draft minutes of March 21, 2022.*

**Mr. Rossi moved that the Board approve the minutes of May 2 and 9, 2022. Mr. Trindade seconded.**

Mr. Crowley asked for clarification on the May 9<sup>th</sup> minutes, line 39 noting he was satisfied with what was written. **VOTE: 5-0-0.**

**Discussion/Vote: Rental of Idylbrook Field to Boston Rebels Crick Club & Massachusetts Cricket Club**

*The Board reviewed the (1) memo from Debi Rossi, (2) cricket slab drawings, (3) cost proposal for basic pitch, and (4) cost proposal for pitch slab.*

Ms. Rossi gave an overview and history of the project noting they met three years ago with the Massachusetts Cricket Club pre-Covid. They are businessmen in Medway, live in Medway and wish to have a home cricket field. They had asked if there was an area that could accommodate them noting a large area was needed, as well as a pitch. The Parks Commission looked at various fields to accommodate their request. The Boston Rebels also came before them, and the Commission stated they would need to work together. She stated the Commission determined, with the assistance of DPW and Parks Superintendent Carew, that the best location was Idylbrook, and shared which groups currently utilize this field. The cricket season is mid-May through mid-September. Due to the other groups utilizing Idylbrook they would only be allowed to utilize the field from mid-June to late-August on weekends. She explained that 100 feet by 12 feet would need to be ripped up to accommodate the pitch. She noted that DPW and Medway Youth Soccer went out to look at the impacted area, and the Commission has attempted to keep everyone in the loop. She said the Parks Commission felt they could accommodate this group from mid-June to late-August on Saturdays and Sundays noting that parking would not be an issue as they do not have a lot of spectators. Superintendent Carew has reviewed the plans and said drainage would not be a concern. Ms. Rossi stated they know that they would need to pay for the work needed and it would need to be a donation to the Town. Mr. Crowley asked who has jurisdiction on this. Ms. Rossi said the Parks Commission. However, they felt the need to come before the Select Board because there are changes planned to the field. Ms. Rossi stated that these cricket groups are also aware that Idylbrook may get regraded and that this pitch would get ripped up once that project occurs. Mr. Boynton confirmed that the Parks Commission does have jurisdiction, but they may need to contact the Conservation Commission as well for approval. It was noted that \$9,835 is the accurate quote for the required work. Mr. Boynton stated we would need a license agreement to allow another group to do this work on Town property and would need to confer with Town Counsel to see if this falls under procurement law. After the work is completed, it would then be a field use fee arrangement. Mr. Crowley asked once the field is built, who maintains it. Ms. Rossi confirmed it would be the Town. Mr. Anir Patel stated that most of the grass portion is not shared with the other sports field usage except for the outer field. They only put plastic cones out and do not put hard markings on the field. The only solid hard part is where the pitch would be located - the solid red patch in the center of the plans provided to the Select Board. Mr. Crowley asked if the Parks Commission could only have parking on Wards Lane and not Kimberly Drive. Mr. Anir Patel stated the maximum number of cars would be fifteen to twenty. Mr. Trindade stated that parking on either Wards Lane or Kimberly Drive is not ideal. There was further discussion on the total number of players and cars for parking. Mr. Anir Patel stated they would not play in parallel with other sports. Mr. Rossi asked about getting equipment out into the field to create the cricket area and the need for field repair. Mr. Anir Patel said they would plan to do it in dry weather when there is minimal impact/damage, and their contractor would repair any damage that occurs. He stated he would be personally present to make sure the field is not damaged and, if so, that it is repaired. Mr. Crowley asked if it is a specialty contractor they will be utilizing or if they could use someone on the state contractor's list as this could result in decreased costs

for the project. Mr. Patel stated their contractor has completed seven pitches in the state, so he has completed a fair amount of these. Mr. Trindade asked if this is just a concrete pad with turf on top. Mr. Anir Patel confirmed.

**Mr. moved that the Board support the installation of cricket fields at Idlybrook subject to approval by the Parks Commission, other Boards having jurisdiction, and all legal documents being obtained. Mr. Rossi seconded. No discussion. VOTE: 5-0-0.**

**Discussion/Vote: Change in Annual Audit Company to Roselli, Clark & Associates - \$39,500**

*The Board reviewed the (1) engagement letter, and (2) proposal.*

Ms. Pratt stated we received notification from Melanson that they planned a large fee increase. She then proceeded to obtain pricing from other companies. Roselli quoted what we have been paying Melanson prior to the increase. She noted that they work with over one hundred municipalities and Mr. Boynton also has had past positive experience with them.

**Mr. Trindade moved that the Board authorize the Chair to execute the engagement letter with Roselli, Clark and Associates as presented. Mr. Rossi seconded.** Mr. Crowley asked what we were paying the other auditor. Ms. Pratt stated we were paying \$39,500 but they wanted an increase, so we are saving \$10,000 with this new vendor. **VOTE: 5-0-0.**

**Discussion/Vote: Proposed Select Board Letter to Support Community One-Stop for Growth Application for Funding to Assist with MBTA Community Zoning By-Law Amendments**

*The Board reviewed the proposed letter of support.*

Ms. Saint Andre stated the MBTA Community zoning requirements were discussed quite a bit in the past with the Select Board. There are still no final state regulations as the state received numerous comment letters from cities and towns on the draft guidelines. The state is making grant funds available to assist the Town to comply with the new zoning by-laws. Even though this funding may not be available until next year, the state is requiring applicants to apply for this funding now. One of the requirements for obtaining these funds is a letter of support from the Select Board. Mr. Crowley asked for cost estimates. Ms. Saint Andre stated she has not received cost estimates yet. The state is looking at \$20,000 to \$25,000 available under the Massachusetts Housing Partnership, however, there are two to three grants that we can apply for. It may be between \$25,000-\$45,000 depending on content in the final regulations.

**Mr. Trindade moved that the Board approve and authorize the Chair to sign the letter of support to the Executive Office of Housing and Economic Development for the Community One-Stop for Growth Application as presented. Mr. Foresto seconded.** Mr. Crowley stated he will vote against it as this is another state mandate relative to housing and he does not like the way the state went about this process. Mr. Rossi asked if this is the fifty acres issue. Ms. Saint Andre stated we need twenty-five contiguous acres with a total of fifty acres noting that we do not have final guidelines, but the deadline for applying is the end of this month. It was noted 39 Main Street could be included if rezoned, as well as Glen Brook Way. **VOTE: 4-1-0. Mr. Crowley was opposed.**

**Discussion/Vote: 39 Main Street Request to Approve Increase in Initial Rents for Affordable Units**

*The Board reviewed the (1) memos from Barbara Saint Andre dated May 6, and February 9, 2022, (2) 39 Main Street Department of Housing and Community Development (DHCD) 2021 rental rates document, (3) U.S. Department of Housing and Urban Development South Middlesex Opportunity Council utility*

*allowance schedule, and (4) U.S. Department of Housing and Urban Development Walpole utility allowance schedule.*

Ms. Saint Andre stated this was done a couple of months ago and the U.S. Department of Housing and Urban Development (HUD) came out with new increases following the past Select Board vote. 39 Main Street is now asking to be able to use these new HUD rates. Ms. White asked when they plan to start leasing. Ms. Saint Andre stated very soon, as occupancy is planned for the fall. Mr. Crowley asked why the Department of Housing and Community Development (DHCD) cannot vote first. Ms. Saint Andre stated the Select Board must vote first and then it goes to DHCD. Mr. Foresto asked if there is an appeal process if the Select Board denies this request. Ms. Saint Andre stated she does not believe there is an appeal process. Ms. Saint Andre explained the process utilized by HUD to determine these rates. Mr. Crowley stated the last time we agreed to raise the rent, we had residents who pushed back. Mr. Crowley stated this is not low income but affordable housing noting that a two-bedroom income is at \$100,000 and the income level goes up to \$120,000 for a three-bedroom. Ms. White asked if they would come again for another increase. Ms. Saint Andre stated once they start leasing, they can only come back once a year. Mr. Boynton stated this comprises twenty-five percent of the complex or fifty units; one hundred forty units have no rent control. Once residents move in, the rates are locked in. He noted that the Town needs to be concerned that the complex is well maintained, meets the conditions of the comprehensive permit, and noted that these are HUD numbers that are reasonable rents based on today's standards. He noted that we have not said no in the past. If we vote no, then they are stuck with the 2021 prices versus the 2022 prices. There was discussion about what could occur if this were to be denied by the Select Board. Ms. Saint Andre stated they could come back before the Board again. Mr. Boynton suggested this be tabled to investigate the appeal process and for a follow-up discussion with the requesting party.

**Approval: Amendment Number 2 of the Agreement with Wright-Pierce for Design Services – Water Treatment Plant - \$841,200**

*The Board reviewed the (1) Change Order Number 2, and (2) Wright-Pierce Agreement Amendment No. 2.*

Mr. Boynton stated we did not include the construction phase pricing for the contracts with Wright-Pierce and Environmental Partners and the construction timeline went from thirteen to twenty-four months due to COVID and supply chain issues. Mr. Boynton stated these are fair prices that were built into project costs for funding at Town Meeting.

**Mr. Trindade moved that the Board authorize the Chair to execute amendment number 2 of the agreement with Wright-Pierce as presented. Mr. Forest seconded. No discussion. VOTE: 5-0-0.**

Mr. Crowley asked about the information he previously requested - if this impacts the rate structure for water rates. Ms. Pratt stated most likely this information will be available at the June 6<sup>th</sup> Select Board meeting. Mr. Pelletier stated he has a meeting with the Water and Sewer Advisory Board next Tuesday to finalize the Fiscal Year 2023 rates.

**Approval: Amendment Number 2 of the Agreement with Environmental Partners for Owner's Project Management – Water Treatment Plant - \$390,000**

*The Board reviewed the (1) Change Order Number 2, and (2) Environmental Partners Agreement Amendment No. 2.*

**Mr. Trindade moved that the Board authorize the Chair to execute amendment number 2 of the agreement with Environmental Partners as presented. Mr. Foresto seconded. No discussion. VOTE: 5-0-0.**

**Approval: Contract with Walsh Construction Company for Construction of the Water Treatment Facility - \$20,629,775**

*The Board reviewed the (1) memo from Pete Pelletier, (2) bid results, and (3) contract.*

Mr. Boynton stated they have been vetted by our OPM and team and we are very comfortable with the contract. The documentation for the insurance and bonds is in process, and Town Counsel has reviewed and approved the contract.

**Mr. Trindade moved that the Board authorize the chair to execute the contract with Walsh Construction Company in the amount of \$20,629,775 subject to the Town Accountant's signature and proof of appropriate insurance coverage and bonds as presented. Mr. Crowley seconded.** Mr. Boynton stated his pleasure with the work the Committee did, and all of the work done by the Select Board and DPW Team. For this to be a unanimous vote at Town Meeting was outstanding. Mr. Crowley asked if there have been any discussions with Walsh post bid opening and, if yes, could these be shared. Ms. Gordon stated that she has, and they are looking for a notice to proceed for June 1<sup>st</sup>. They are confident they can get project done, were prequalified in this process, and she has worked with them in the past. **VOTE: 5-0-0.**

**Agreement with E.J. Prescott, Inc. for Furnishing Water Main Materials - Not to Exceed \$620,775.25**

*The Board reviewed the (1) memo from Pete Pelletier, (2) bid results, and (3) agreement.*

Mr. Boynton stated this is for the waterline piece of the project. Prescott is providing the water main materials, so this is not the actual construction to install it. This provides us with a portion of the piping that we can get sooner rather than later. The intent would be to work on the piping that is mission critical in Populatic and Walker Streets to get back from the plant out to Village Street. We will complete the rest of the project with a supplemental bid. Mr. Smith and Mr. Pelletier will put the specifications together with Haley and Ward for the actual project construction. This authorizes us to purchase the materials so that they are already on-site.

**Mr. Trindade moved that the Board authorize the Chair to execute the agreement with E.J. Prescott, Inc. in an amount of \$620,775.25 subject to the Town Accountant's signature as presented. Mr. Foresto seconded. No discussion. VOTE: 5-0-0.**

**Action Items from Previous Meeting**

*The Board reviewed the action items dated May 2, 2022.*

This agenda item was not discussed.

Mr. Trindade exited the meeting at 8:15pm.

**Town Manager's Report**

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

Community Farm Directional Signs – Main Street: Mr. Boynton stated the Community Farm has been awarded a small grant and will purchase a few directional signs that will point to the Farm using existing signposts on Main Street. He gave kudos to Todd Sandstrom on their efforts to date.

Police Station Dedication Event – June 11<sup>th</sup>, 10AM - Mr. Boynton reminded the Select Board of this event.

Memorial Day Events – Parade 10AM VFW (Or 11AM @ Church if Rain): Mr. Boynton reminded the Select Board of this event.

Police Department Transition – Initial Planning: Mr. Boynton stated the Police Department transition event will use the front of Town Hall as this is where Chief Tingley came for his first day of work and the success of this location for the September 11<sup>th</sup> event. The formal ceremony for swearing in will include the promotion of Lieutenant Kingsbury to Chief, Sergeant Watson to Lieutenant, and Officer Ober to Sergeant, as well as paying tribute to Chief Tingley. Final details are being worked out, but the date for this event is Tuesday, July 5<sup>th</sup>.

Town Manager Out of Office: Mr. Boynton stated he will be out of the office as follows:

- May 19-27 – Vacation - Allison Acting Town Manager
- June 2-3 – MMA Spring Conference - Gloucester

NEXT Select Board Meeting –Monday, June 6, 2022, Regular Meeting

### **Select Board's Reports**

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

Mr. Foresto thanked the Town for their support/efforts for the Bags for Hunger noting that 17,000 pounds of food was donated.

Mr. Crowley stated he would like the Water Superintendent to get back to him about the state mandate of the water ban. Mr. Boynton stated the state Water Withdrawal Permit, which mandates that the Town will mandate a water restriction May 1<sup>st</sup> to September 30<sup>th</sup>, will be sent to the Select Board. Mr. Crowley reminded all that tomorrow is election day and the usual turnout is eight to thirteen percent of the total of 8,400 voters. He encouraged all voters to vote.

Mr. Boynton stated that Ms. Ohannesian has set up for the election noting a slight change to where candidates will be located resulting from Lieutenant Kingsbury's assessment of this area. Mr. Crowley asked that the first gate at the main entrance that is locked be opened with a sign so those who go early are not in the gridlock of residents dropping off the students. Mr. Pelletier confirmed.

**At 8:25PM, Mr. Rossi moved to adjourn. Mr. Foresto seconded. VOTE: 5-0-0**

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