

**Select Board Meeting
January 3, 2022 – 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; Rich Boucher, Information Services Director, Peter Pelletier, Department of Public Works (DPW) Director; Sean Harrington, DPW Deputy Director; Barbara Saint Andre, Community and Economic Development Director.

Other Participants: Planning and Economic Development Board (PEDB): Matthew Hayes, Chair; Bob Tucker, Vice-Chair; Richard Di Iulio, Clerk; Scott Salvucci, Woodard and Curran.

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

At 6:01 PM Mr. Hays called the PEDB meeting to order.

At 6:02 PM Mr. Trindade moved that the Select Board enter Executive Session for 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 [Medway Realty LLC v. Medway Planning and Economic Development Board and the Town of Medway] with the intent to return to open session. Mr. Rossi seconded. It was voted by roll call: Crowley aye; Foresto aye; Rossi aye; Trindade aye; White aye.

At 6:03 PM Mr. Di Iulio moved that the PEDB enter Executive Session for 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 [Medway Realty LLC v. Medway Planning and Economic Development Board and the Town of Medway] with no the intent to open session. Mr. Tucker seconded. It was voted by roll call: Di Iulio aye; Hayes aye; Tucker aye.

At 7:02 the Select Board returned to open session.

Public Comments: There were none.

Approval of Minutes: December 20, 2021

The Board reviewed the draft minutes of December 20, 2021.

Mr. Trindade moved that the Board approve the minutes of December 20, 2021. Mr. Foresto seconded. No discussion. VOTE: 5-0-0

Mr. Crowley asked for a brief explanation from Mr. Boynton about the discussion at the prior Select Board meeting about the new zoning regulations for MBTA communities. Mr. Boynton stated that part of the new Housing Choice legislation required the Department of Housing and Community

Development (DHCD) to promulgate regulations relative to multifamily housing allowed by right in MBTA communities. As an MTBA community, we are required to update our zoning regulations and must have multifamily housing allowed by right at a density of 15 units per acre and one area must have not less than 25 contiguous acres. This results in 750 units of multifamily housing units to be allowable in the Town resulting in the need to create another 200-300 units to comply. The challenge is any community that does not do this by July would no longer be eligible for Housing Choice grants and Mass Works grants. He noted that we need to provide comments on these regulations before they go into effect. This will be an item on the next Select Board meeting agenda to discuss as we would like to send a letter to DHCD from the Select Board and PEDB that this is an overreach. Mr. Boynton stated this impacts existing capacity for schools, water and sewer, affordable housing, etc., and is an unfunded mandate under Proposition 2½. Mr. Crowley asked if we have contacted our legislators. Mr. Boynton stated not yet. Mr. Rossi noted there were 100 communities impacted by this. Mr. Boynton stated it is the law, the rules are written and in the comment stage. Mr. Boynton explained how a district would be created to satisfy these rules. All agreed the need to share Medway's final comments with all of the Norfolk County managers.

Authorization to Expend Grant Funds: Universal Services Administrative Company Emergency Connectivity Fund - \$135,000

The Board reviewed the (1) Notice of Grant Award form, and (2) notice of commitment letter.

Mr. Boynton stated this is a unique program through the Federal Communications Commission (FCC) administered by Universal Services Administration (USA). Before the company providing the Chromebooks will act on this, the Town must commit to the purchase in case the FCC does not come through with its funding. Mr. Trindade asked about the likelihood that the FCC reneges. Mr. Boucher stated the likelihood is minimal noting the 360 Chromebooks are for the schools. He stated the only way they could renege is based on how we determined this number, and he is very confident in how this number was determined. He noted that the existing budget could handle this cost if by chance the funding does not come through. Mr. Foresto asked if this is the property of the family or school. Mr. Boucher stated they are the property of the school. He explained how the Chromebooks are distributed by grade, their lifespan, and replacement process.

Mr. Trindade moved that the Board authorize the expenditure of the Universal Services Administrative Company Emergency Connectivity Fund grant funds as presented. Mr. Rossi seconded. No discussion. VOTE: 5-0-0

Mr. Boucher reported that we applied for a DOJ-COPS Office School Violence Protection Program Grant and the school was awarded \$374,945 which will be utilized for door controls for the high school, ballistic glass on the doors, replacement security cameras for the Middle School, and additional security cameras at schools.

Mr. Boynton asked about security cameras at Idlybrook due to recent damage there. Mr. Trindade asked if Mr. Boucher could investigate the cost for implementing some type of cameras at that location.

Discussion: Main Street Sidewalk Layout Options

The Board reviewed the Main Street sidewalk layout options.

Mr. Boynton stated this is to address the area from Lee Lane to Walgreens/Richard Road and to discuss the utilization of the northerly side where there are existing sidewalks or the southerly side that would result in easements, takings, etc. Mr. Pelletier stated both the north and south sidewalk plans were

provided to the Select Board in their meeting packet noting Woodward and Curran helped to identify trouble spots on both the north and south sides, as well as rough costs. There is funding available as follows: (1) \$450,000 for sidewalks from 39 Main Street to complete the actual work and (2) \$20,000 grant from the state towards the design work as part of Housing Choice Grant. Mr. Salvucci explained if completed on the north side there is already existing sidewalk that would be widened. It would require minimal earth work, include implementation of ADA compliance, and not need a curb if the existing footprint is maintained. There was discussion on how ADA compliance would be implemented due to the steepness of some of that area. Mr. Boynton stated it would be similar to what we did on Main Street from Milford Street to Summer Street, asphalt sidewalk with a grass buffer to the street. Mr. Salvucci stated the cost would be approximately \$135,000 and would include asphalt, no curbing, and no drainage improvement. Mr. Crowley asked if drainage issues need to be addressed. Mr. Pelletier stated he would like to address the drainage when the roadwork is done. Mr. Crowley asked for an estimate of the additional cost for drainage and curbing. Mr. Pelletier stated \$45,000 for granite curbing and \$30,000 for drainage. Mr. Pelletier stated that we are looking at adding an island at the crosswalk at 39 Main Street. Mr. Trindade stated those that live at 39 Main Street will not be walking the northern sidewalk as they will have to cross the street twice. Mr. Salvucci stated the estimated cost for the south side is \$625,000 without addressing the north side at all. Mr. Trindade supports doing the north side due to cost but states that we will be addressing the south side again down the road. Mr. Foresto requested that we put a conduit into the island at 39 Main Street in anticipation of future traffic lights. Mr. Pelletier stated that could be included. There was further discussion on the specific area on the north side to be addressed from Richard Road to Thunder Hill Road including roadwork. Mr. Crowley requested a list of what the specific costs will be, when the final design will be completed, and when this will go out to bid. Mr. Pelletier stated the design is being done now and the work will be done this year. Mr. Crowley requested we notify and have a meeting with the residents to discuss the plans. Mr. Boynton stated that once we have the preliminary design completed, the residents would be invited to a Select Board meeting for that discussion. There was further discussion about potential issues with doing the south side including connectivity issues of the sidewalk, reaching the plaza, and the time involved dealing with utilities. There are 16 utility poles on the south side that would need to be addressed. Mr. Trindade asked about the potential for adding more streetlights. Mr. Boynton stated that we will look at the current lumens on the lights and at the option for a hawk versus flashing system for the light at 39 Main Street. Mr. Hayes stated that since it is a major thoroughfare it should have sidewalks on both sides. Mr. Crowley asked about other issues on the south side. Mr. Salvucci stated we would also need to work with private property owners for use of their land to do the work. Mr. Crowley stated the south side would cost \$1million and take 2-3 years to complete, and 39 Main Street would be done before this. Mr. Boynton stated that we have an immediate need to address this issue and recommends the north side. If in the future, if we need to address the south side, we could reach out to the Metropolitan Planning Organization (MPO) for a Transportation Improvement Project (TIP). Mr. Hayes asked about the cost for relocating utility poles. Mr. Salvucci stated \$10,000 per pole. Mr. Hayes asked if the cost of moving the utility poles could be on the utility company. Mr. Boynton explained the difficulty in scheduling that to occur and also noted that the sidewalk in Millis to the bowling alley is strictly on the north side. Mr. Hayes stated there is a Transportation Improvement Board (TIB) Complete Streets Grant Program with \$400-500,000 of funding available that could impact this project and offered to discuss this with Mr. Pelletier. Mr. Crowley asked for the cost to implement granite curbing. Mr. Salvucci stated it doubles the cost. Mr. Boynton asked for the cost to do concrete versus asphalt sidewalks.

Mr. Trindade moved that the Board direct DPW and the consultant to move forward on north side of Main Street for the sidewalk project. Mr. Crowley seconded. Discussion: Mr. Rossi asked if we will eventually look at the south side for sidewalk implementation. This was confirmed. **VOTE: 5-0-0.**

Mr. Boynton stated there is concrete sidewalk with granite curbing at Walgreens and asphalt sidewalk with granite curbing to Richard Road.

Vote: Open May 9, 2022, Special and Annual Town Meeting Warrants

The Board reviewed the Fiscal Year 2023 Budget and 2022 Town Meeting Calendars.

Mr. Foresto that the Board open the May 9, 2022, Special and Annual Town Meeting Warrants. Mr. Trindade seconded. No Discussion. VOTE: 5-0-0.

Action Items from Previous Meeting

The Board reviewed the action items dated December 6, 2021

Updated Road and Sidewalk plan: Mr. Crowley asked if this will be a five-year plan and will include costs and asked for this information to be provided one week before the Select Board meeting. Mr. Pelletier confirmed.

Town Manager's Report

There were no items for the Board to review.

COVID Discussion: Mr. Boynton stated numbers reported on Thursday of last week have declined but he is guessing they increased again today and anticipates more fluctuation of that number. He stated that we will not procure rapid testing noting the State is not providing these at no cost, it will take 20 days to receive them, the cost will be \$5,000 minimum to purchase, and by the time we receive them the surge will be over. We continue to encourage vaccination, for residents to be as safe as possible, for residents to wear a mask at their discretion, and noted that Town Hall will remain open. We have had staff who tested positive, and we follow the CDC recommendations. If we have a service issue due to positive cases, we will readdress our operations at that point in time.

Health Insurance Renewal Update – Plan Design Options, etc.: Mr. Boynton stated we do not have the number yet and do not anticipate a number before the middle of the month. One vendor has provided a number as high as a 20% increase and we continue to shop our options. We have reached out to West Suburban Health Group to look at our book of business and will ask the Select Board at their next meeting to authorize Section 21-23 of Chapter 32B to allow us to move forward with plan design changes, i.e., deductible, co-pays, if necessary. He stated that if we don't have to use Section 21-23 of Chapter 32B we will not. Mr. Rossi asked if we do plan design changes with higher deductibles would we implement a Health Savings Account (HSA). Mr. Boynton stated that we have a Flexible Spending Account (FSA) at this time and would need to look at our options relative to an HSA. Mr. Crowley noted that we have a 10% increase currently built into the budget and an additional 10% would equate to an additional \$650,000. Mr. Boynton stated the total cost would be at \$1.37-1.38 million. Mr. Crowley stated that we would need to realign the budget to find the additional \$650,000. Mr. Trindade stated in reference to any pushback from the unions about the Town having the funds that we can't use one time revenue for a continuing operating expense, i.e., free cash. Mr. Boynton stated that he is optimistic noting that West Suburban could be a viable option. He stated the other challenge is that Fallon Community Health Plan is not renewing in Massachusetts and Harvard Community Health Plan and Tufts Health Plan are now combined limiting out options for other potential vendors.

FY'23 Budget Process Update: Mr. Boynton stated departments have submitted their requests and the next step is review by himself and Ms. Pratt noting this all still depends on the results of health insurance costs.

Snow & Ice Update - \$65K to date: Mr. Boynton stated we have spent \$65,000 to date mostly relating to salting and have been handling this inhouse; \$35,000 of the cost was for refilling the salt shed. Mr. Foresto thanked DPW who were out at 4:30am salting on one of the icy days.

Peace Garden Progress: Mr. Boynton commended Mr. Pelletier, Mr. Harrington, Mr. Carew, Ms. Wright and her team, and R. P. Marzilli on the progress of peace garden.

IdylBrook Damage – Police Involved: Mr. Boynton stated we will get an estimate on the repair costs for the damage at IdylBrook. Mr. Pelletier stated it was the grassy area to the right of the parking area and not the actual field.

Town Hall Closed for Martin Luther King Day: Mr. Boynton stated Town Hall will be closed as follows:

- Monday, January 17th – Martin Luther King Day

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

- January 20-21 – MMA Annual Conference – Boston
- February 4-11 – Vacation (Allison Acting TM)

NEXT Select Board Meeting – Tuesday, January 18, 2022.

Mr. Foresto asked about continuing the meetings at 6pm. Mr. Trindade stated that is a challenge for him. The decision was to remain at a 7pm start time.

Mr. Boynton reported he is working with CommCan as they are on their fifth year of payments approaching the final year. He had a discussion with Dennis Giombetti of Senator Spilka's office, noting there is no statutory requirement for these companies to have agreements with municipalities after 5 years. The legislature is aware of the 5 years, and they have made no movement to make adjustments to that.

Select Board's Reports

There were no items for the Board to review.

Mr. Crowley stated he read that D&D Mulch did not file. Mr. Boynton stated that they filed the appeal in Superior court but did not notify the Town Clerk's office. Amy Kwesell will be going to argue that on January 10th. Mr. Crowley congratulated the school, teachers, staff, and students on a successful choral and band program at the Middle School and choral program at the Memorial School.

At 8:13, Mr. Trindade moved to adjourn. Mr. Rossi seconded. VOTE: 5-0-0

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