

**Select Board Meeting
June 17, 2024 – 7:00 PM
Sanford Hall
155 Village Street**

Present: Frank Rossi, Chair; Dennis Crowley, Clerk; Maryjane White, Member.

Absent: Todd Alessandri, Vice-Chair; Glenn Trindade, Member.

Staff Present: Michael Boynton, Town Manager; Allison Potter, Assistant Town Manager; Stefany Ohannesian, Town Clerk; Joanne Russo, Treasurer/Collector; Chris Park, Principal Assessor; Police Chief William Kingsbury; Deputy Fire Chief Craig Vinton; Peter Pelletier, Department of Public Works (DPW) Director; Sandra Johnston, Communications Director.

Others Present: Cultural Council: Jordan Warnick, Chair, Gail Hachenburg, Candidate.

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

Recognition of Charity Johnson's MIAA Division 5 Outdoor Track & Field Championship Achievement

Mr. Rossi commended Mr. Trindade on his efforts towards having Medway Public School students' achievements recognized by the Board. Charity Johnson was invited to this meeting to be recognized for winning the D5 State Championship in shot put setting a new school record. She also won the D5 State Championship for discus. She was a senior and will be going to Assumption College in the fall. She reviewed her winter and spring track season and how she focused on how to improve. She placed third in discus in the New England Regionals. Mr. Rossi asked about the weights of both the shot put and discus. She stated the shot put is 8.8 pounds and the discus weight depends on the type. Mr. Rossi asked if she will be playing in college. Charity confirmed. Mr. Crowley asked if the New England Regionals includes all levels. Charity confirmed. Mr. Crowley asked what she is majoring in at Assumption College. Charity stated Business.

Public Comments: There were none.

Approval: Early Voting Hours for September State Primary and November State/Presidential Elections
The Board reviewed the memo from Stefany Ohannesian.

Ms. Ohannesian explained the specific proposed dates and times for early voting for the September State Primary Election and the November State and Presidential Elections, which she presented to the Select Board for their approval.

Mr. Crowley moved that the Board approve the early voting dates and times for the September 3rd, 2024, State Primary and November 5th, 2024, State and Presidential Elections, as presented. Ms. White seconded. No discussion. VOTE: 3-0-0.

Approval: Tax Relief Flyer for Insertion in the July 1st bill
The Board proposed Tax Relief flyer.

Mr. Park stated the Chair of the Board of Assessors requested that this flyer be inserted with the July 1 tax bills to notify the elderly citizens in town of these programs. Mr. Park explained the asset restriction and the Senior Work Off Program. Mr. Crowley suggested that he include the income and asset restriction in the flyer. Mr. Park confirmed. Mr. Crowley stated that he would like to see the total hours worked per senior to make sure that participants are taking advantage of the 100 hours and asked if anyone was turned away. Mr. Park noted that this is the first year that they have had a maximum number of participants in the program.

Mr. Crowley moved that the Board approve the inclusion of the tax relief flyer in the July 1st tax bill mailing, as discussed. Ms. White seconded. No discussion. VOTE: 3-0-0.

Annual Appointments: Cultural Council

The Board reviewed the (1) Chair's recommendation for reappointments letter, and (2) Fiscal Year 24 attendance.

Mr. Warnick stated that the issue raised in the Select Board's prior meeting was attendance and he shared the amount of time their members spend on Cultural Council activities outside of the meetings. Mr. Crowley stated that he was satisfied with the response from Mr. Warnick.

Mr. Crowley moved that the Board reappoint Angelica Crosby, Gail Hachenburg, and Karyl Wong to the Cultural Council for a three-year term as discussed. Ms. White seconded. No discussion. VOTE: 3-0-0.

Authorization to Expend Grant Funds:

- a. **Doug Flutie Jr. Foundation Grant to Police Autism Program Fund - \$1,000**
- b. **Student and Senior Awareness of Fire Education (SAFE) Grant - \$4,700 (Student) and \$2,200 (Senior)**
- c. **Fiscal Year (FY)25 Elder Affairs Formula Grant - \$41,958**

The Board reviewed the (1) Notice of Grant award forms, (2) SAFE Grant award letter and contract, and (3) Elder Affairs Formula Grant explanation.

Chief Kingsbury stated the Doug Flutie Jr. Foundation gave this grant to support Sergeant O'Neill's programs for autism and explained the specific programs supported. Ms. White asked if this was the first time it was received. This was confirmed.

Mr. Crowley moved that the Board authorize the expenditure of the Doug Flutie Jr. Foundation grant as discussed. Ms. White seconded. No discussion. VOTE: 3-0-0.

Deputy Chief Vinton stated this is their annual grant that they receive for these programs.

Mr. Crowley moved that the Board authorize the expenditure of the Student and Senior SAFE grants as discussed. Ms. White seconded. No discussion. VOTE: 3-0-0.

Mr. Boynton stated that this is a yearly grant, and the amount is a calculation of the total number of people over the age of sixty based on the 2020 US Census.

Ms. White moved that the Board authorize the expenditure of the FY25 Elder Affairs Formula Grant as discussed. Mr. Crowley seconded. No discussion. VOTE: 3-0-0.

Advance of Funds In Lieu of Borrowing: Repurpose of Water Project Funds for the Oakland Pump Station Rehabilitation

The Board reviewed the (1) memo from Joanne Russo and (2) advance of funds in lieu of borrowing form.

Ms. Russo stated they will not be doing the borrowing for this until September noting this funding was approved at the May 13, 2024, Special Town Meeting. Mr. Boynton reported that Ms. Pratt and Mr. Pelletier had a phone call with the Environmental Protection Agency (EPA) noting that before the EPA would release the federal earmark, we needed to meet specific grant requirements. They will continue to work on this. Mr. Rossi asked when we will hear back. Mr. Boynton stated in one month. It was noted that the \$1.2 million amount is to allow for contingency.

Mr. Crowley moved that the Board approve and authorize the advance of funds in lieu of borrowing for the Oakland Pump Station Rehabilitation as discussed. Ms. White seconded. No discussion. VOTE: 3-0-0.

Mr. Boynton read Warrant Article 7 from the May 13, 2024, Special Town Meeting warrant relative to this project.

Approval:

- a. **Contract with Woodall Construction Company for the Crushing Reclaim Materials Project – Not to Exceed \$25,000**
- b. **Contract with Lawrence Waste Services Company for Recycling Collection at the Town’s Recycling Center – 4% Increase Over Prior Year Pricing**
- c. **Contract with Dankris Builders for the Oakland Pump Station Rehabilitation - \$1,037,600**
- d. **Contract with Tetra Tech for Environmental Services for 120 Main Street - \$28,595**
- e. **Contract with Dorothy P. Santoro for Council on Aging Nursing Services – Not to Exceed \$7,000 per Year**

The Board reviewed the (1) memo from Peter Pelletier re: Crushing Reclaim Materials Project, (2) bid results for Crushing Reclaim Materials Project, (3) letter from Haley Ward re: Oakland Pump Station Rehabilitation, (4) memo from Courtney Riley re: Nursing Service, and (5) contracts.

Mr. Pelletier stated that we use Woodall Construction for various road projects, and they will be able to assist us to reuse this material for other Town projects. Mr. Pelletier explained the specifics of what is included in the asphalt reclamation.

Mr. Crowley moved that the Board approve and authorize the Chair to execute the contract with Woodall Construction Company as presented. Ms. White seconded. No discussion. VOTE: 3-0-0.

Mr. Pelletier stated that Lawrence Waste continues to assist us at the Recycling Center and this increase is the same as last year. This is a yearly renewal. It was noted that the curbside contract ends at the end of FY25.

Mr. Crowley moved that the Board approve and authorize the Chair to execute the contract with Lawrence Waste Services Company as presented. Ms. White seconded. No discussion. VOTE: 3-0-0.

Mr. Pelletier stated that Tetra Tech continues to monitor 120 Main Street. Mr. Boynton stated that he put \$35,000 in the budget for this work. Mr. Boynton explained the future work needed to prepare the site for future building as well as the timing relative to the approvals from the Department of

Environmental Protection (DEP). Mr. Rossi asked if we will be revisiting the Brownfields grant. Mr. Boynton stated no as we did not purchase the property anticipating applying for a Brownfields grant and explained the process that occurred with the application of this grant. DEP denied our application as we did not do a Phase 1 assessment prior to purchasing the property. Mr. Crowley asked if we knew there were going to be yearly expenses. Mr. Boynton confirmed. Mr. Crowley asked how long we have to complete the investigation of the cost to remove the contamination material and when this must be spent. Mr. Pelletier stated that this is just for the site monitoring. Mr. Crowley noted that he had a conversation with Mr. Myers and requested that Ms. Carlisle speak to Mr. Myers before we spend this funding.

Mr. Crowley moved that the Board approve and authorize the Chair to execute the contract with Tetra Tech as presented. Ms. White seconded. No discussion. VOTE: 3-0-0.

Mr. Pelletier stated that Dankris Builders was just discussed noting they will be the vendor on this project, Haley Ward has a lot of experience with them, and they had great references. Mr. Crowley asked if this is included in the \$1.7 million cost that was provided to him in March. Mr. Boynton stated that the additional funds are for the Village Street pump house project. Mr. Crowley explained the specifics related to the project and asked Mr. Pelletier if his understanding was accurate. Mr. Pelletier confirmed.

Mr. Crowley moved that the Board approve and authorize the Chair to execute the contract with Dankris Builders as presented. Ms. White seconded. No discussion. VOTE: 3-0-0.

Mr. Boynton stated that the nurse contract is a yearly contract, and this will be a continuation of her contract.

Mr. Crowley moved that the Board approve and authorize the Chair to execute the contract with Dorothy Santoro as presented. Ms. White seconded. No discussion. VOTE: 3-0-0.

Discussion: Select Board Fiscal Year 2025 Meeting Schedule Update

The Board reviewed proposed FY25 meeting schedule for November.

Ms. Langley explained the specific changes to the meeting schedule since the last Select Board meeting.

Mr. Crowley moved that the Board approve the revised FY25 meeting schedule as discussed. Ms. White seconded. No discussion. VOTE: 3-0-0.

Consideration of Public Event Permit Application: Medway Community Church 5K Road Race – August 24, 2024

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

Ms. Langley stated that this is a yearly event.

Mr. Crowley moved that the Board approve the Medway Community Church 5K Road Race subject to the Police Chief's recommendations and proof of appropriate insurance coverage. Ms. White seconded. No discussion. VOTE: 3-0-0.

Action Items from Previous Meeting

The Board reviewed the action items dated June 3, 2024.

This was not discussed.

Town Manager's Report

There were no items for the Board to review.

Juneteenth: Mr. Boynton reminded all that Town Offices are closed for Juneteenth. The splash pad opened today, and the Senior Center will be open on Wednesday as a cooling station.

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

- Wednesday, June 19 – Monday July 1st

NEXT Select Board Meeting – July 15, 2024

Select Board's Reports

There were no items for the Board to review.

Mr. Crowley reminded all that there is a Juneteenth celebration at the Medway Community Farm and encouraged residents to attend. Celebrate Medway will be shortened on July 20th and will begin at 5pm. The following year will be the full day event. He noted it is very expensive to run the event and we keep requesting support from the same businesses, so we wanted to do the full day event every other year.

Mr. Rossi stated the Medway Parks and Recreation will begin their Summer Concert Series on July 1. They are on seven Sundays in a row, concerts are at Oakland Park, and it starts at 6pm and ends at 8pm.

At 7:54 PM, Ms. White moved to adjourn. Mr. Crowley seconded. No discussion. VOTE: 3-0-0.

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