

**Select Board Meeting
June 3, 2024 – 7:00 PM
Sanford Hall
155 Village Street**

Present: Glenn Trindade, Chair; Frank Rossi, Vice-Chair; Todd Alessandri, Clerk; Dennis Crowley, Member; Maryjane White, Member.

Staff Present: Michael Boynton, Town Manager; Allison Potter, Assistant Town Manager; Peter Pelletier, Department of Public Works (DPW) Director; Barry Smith, Water and Sewer Superintendent; Barbara Saint Andre, Community and Economic Development Director; Stephanie Carlisle, Energy & Sustainability Coordinator; Sandra Johnston, Communications Director.

Others Present: Applied Learning Innovation Showcase: Jon Jasinski, Medway High School (MHS) Teacher, Vinod Tysoe, student, Luke Lander, student, and Jayce Huynh, student; Historical Commission: Jeanne Johnson, Co-Chair, Sheila Dubrawski, Candidate; Inclusion, Diversity, and Equity Advisory Committee: Dawn Budde, Chair, Tatevik Holmgren, Candidate; Energy and Sustainability Committee: Martin Dietrich, Chair, Wallace Long, Vice-Chair.

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

Reorganization of the Board: Chair, Vice-Chair, and Clerk

Mr. Trindade explained that this is a yearly process for reorganization of the Select Board.

Ms. White nominated Mr. Rossi to assume the role of Chair of the Select Board. Mr. Alessandri seconded. No discussion. VOTE: 5-0-0.

Mr. Trindade nominated Mr. Alessandri to assume the role of Vice-Chair of the Select Board. Ms. White seconded. No discussion. VOTE: 5-0-0.

Mr. Rossi nominated Mr. Crowley to assume the role of Clerk of the Select Board. Mr. Trindade seconded. No discussion. VOTE: 5-0-0.

Recognition of the Medway High School Students' 1st Place Finish in the Applied Learning Innovation Showcase

Vinod explained it was a team effort working on the Artificial Intelligence, Google extension, and Capstone project, as well as how to talk to the experts. Mr. Rossi asked when and where this event occurred. Luke stated it was on May 10th at the New Balance Center. He noted that they won the Capstone Award as there were more awards than this one given out at the event. Mr. Alessandri asked where the internship is. Luke stated it is an on-line WBA Alliance and both he and Vinod have done this before. Jayce stated the project took an entire year. Mr. Crowley asked where all the students were going post high school. Luke is going to Hofstra, Jayce is going to UNH, and Vinod is going straight into the workforce in cyber security. Mr. Trindade asked how the Select Board could support Mr. Jasinski in

these efforts. He stated via mentorship. Mr. Jasinski showed their project board that they presented at the event.

Public Comments: There were none.

Public Hearing 7:00PM: Fiscal Year (FY) 2025 Water and Sewer Rates

The Board reviewed the (1) memo from Pete Pelletier, and (2) Water and Sewer Rates Study data.

Mr. Rossi moved that the Board open the public hearing. Mr. Trindade seconded. No discussion.

VOTE: 5-0-0.

Mr. Rossi asked for public comments. Michael Morin of 15 Meryl Street stated he is not sure why the rates are so high. He noted that when his new meter was put in his bill is now consistently over \$500. He stated that he feels that the surrounding towns are way cheaper than Medway. Mr. Boynton noted that his last bill in the winter in Bellingham was over \$400 and there are only two in his household. Mr. Boynton stated Mr. Morin's prior meter was most likely defective and the new meters keep up with the newest technology. He further explained the water projects over the past few years impacting rates. Mr. Pelletier invited Mr. Morin to contact his office. Mr. Trindade explained the auditing process. Mr. Crowley stated the driving force is that we were required to put in a water treatment facility and explained the relation to the increase in rates to those 3,700 residents on Town water. Tracy Stewart of Lovering Street noted that she was just elected to the Water and Sewer Advisory Board. She asked if the increase can wait and if the last increase actually resulted in a revenue increase and, if yes, the amount. She also asked for the current borrowing on the water treatment facility. Ms. Pratt stated \$22 million is the current borrowing. Ms. Stewart stated her concern about how the pilot study for per- and polyfluoroalkyl substances (PFAS) will the impact rates. It was noted that the study itself will not have an impact.

Mr. Alessandri moved that the Board close the public hearing. Mr. Trindade seconded. No discussion.

VOTE: 5-0-0.

Mr. Pelletier referenced his letter to the Board noting the requested water rate increase of 14.08% for Fiscal Year 2025. He noted that expense estimates for PFAS treatments were included in the information in later years. He noted that if he went any lower for an increase in FY25 it would have had too much of an impact on retained earnings. He noted that other water mains need to be replaced in the future including the Sunset Drive neighborhood at an estimated cost of \$4 million, as well as Holliston Street. Mr. Rossi asked if the deficit for FY25 would come out of retained earnings. Mr. Pelletier confirmed stating the goal is to maintain retained earnings at 15 percent. Mr. Boynton stated that is mission critical due to the addition of the water treatment facility costs and the need to deal with PFAS including the Industrial Road Well PFAS treatment since it is not connected to the water treatment facility. Mr. Crowley noted that the water treatment facility was a state mandate and PFAS was a federal mandate both of which were unfunded mandates. Mr. Rossi reviewed the increases for tier one and two water users at \$19.31 dollars per quarter noting that encompasses ninety-five percent of all users. Ms. Stewart noted the need to reach out to our legislators for potential support. Ms. White stated her agreement with the need to increase out rates due to our usage of retained earnings. Mr. Alessandri stated the need to monitor the level of retained earnings. Mr. Rossi noted that we will soon have no retained earnings in Solid Waste and cannot let that occur. Mr. Trindade reviewed the past issues noting the past Water and Sewer Board's focus was on cheap water versus water quality and where we are today and the need to continue to ensure water quality. Mr. Dietrich of 46 Fisher Street

asked about a plan to tax to the levy. Mr. Crowley stated that does not impact these enterprise accounts as you cannot use general fund money for enterprise accounts. Mr. Boynton stated that it is an option to tax to the levy noting that if it is used, it is not available for emergencies and the impact is minimal.

Mr. Alessandri moved that the Board approve the FY25 water rate with a 14.08% increase as presented. Mr. Trindade seconded. No discussion. VOTE: 5-0-0.

It was noted that the sewer rate will not be increased this year. Mr. Alessandri stated the retained earnings are over 50% and asked what the goal is. Mr. Pelletier stated that it is the same as water.

Mr. Trindade moved that the Board approve the FY25 sewer rate as presented. Ms. White seconded. No discussion. VOTE: 5-0-0.

Mr. Crowley asked about the amount of unpaid bills at 90%. Ms. Pratt explained that there is still another billing cycle that should impact that percentage.

Approval of Minutes: May 20, 2024

The Board reviewed the draft minutes of May 20, 2024.

Mr. Trindade moved that the Board approve the minutes of May 20, 2024. Mr. Alessandri seconded. No discussion. VOTE: 4-0-1. Mr. Crowley abstained as he was not present at the meeting.

Appointment Considerations:

a. Historical Commission – Sheila Dubrawski

b. Inclusion, Diversity, and Equity Advisory (IDEA) Committee – Tatevik Holmgren

The Board reviewed the (1) candidates' statements of interest, and (2) Chairs' recommendations.

Ms. Johnson stated there are currently two vacancies, Ms. Dubrawski has attended two meetings, and already showed her interest and leadership in this capacity.

Mr. Trindade moved that the Board appoint Sheila Dubrawski to the Historical Commission for a three-year term. Ms. White seconded. No discussion. VOTE: 5-0-0.

Ms. Budde stated that Ms. Holmgren has been attending every meeting, is an immigrant, cares for her elderly parents, and has a lot of input. Ms. Holmgren stated that her husband retired from the military and has the experience of moving from another community, has children in the schools, and has had to take these topics into account in her work. Mr. Trindade asked where she was from. Ms. Holmgren stated Armenia.

Mr. Alessandri moved that the Board appoint Tatevik Holmgren to the IDEA Committee for a three-year term. Mr. Trindade seconded. No discussion. VOTE: 5-0-0.

Ms. Budde thanked the Select Board for raising the Pride flags and Mr. Rossi and Mr. Trindade for speaking at the event.

Approval: One Stop Grant Application Support Letters

The Board reviewed the proposed support letters.

Ms. Saint Andre explained the three projects and the amount that they are applying for for each noting that if the MBTA communities zoning is not implemented we would not be able to obtain this grant funding. The first project is for Milford Street improvements, the second is for the Village Street culvert and stormwater drainage improvements, and the final one is an update to the Town's Design Review Guidelines.

Mr. Alessandri moved that the Board approve the one stop grant support letters as presented. Ms. White seconded. Discussion: Mr. Crowley stated that based on the design it looks like the cost will be north of \$10 million for the Milford Street project. Mr. Crowley asked if we would be going through the Metropolitan Planning Organization. Mr. Boynton confirmed and explained this process. Mr. Crowley asked if the funding will be sufficient to get through the design for Milford Street. This was confirmed. Mr. Crowley explained that it took 8-10 years to get on the list for the Route 109 project. **VOTE: 5-0-0.**

Authorization to Expend Grant Funds: 2022 Economic Development Bill Massachusetts Department of Transportation (MassDOT) for Milford Street Road Repair Study- \$275,000

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

Mr. Trindade moved that the Board authorize the expenditure of the MassDOT grant as presented. Mr. Alessandri seconded. No discussion. VOTE: 5-0-0.

Approval:

a. Contract with Asphalt Engineering LLC for Reconstruction of Existing and New Asphalt Sidewalks - \$209,995

b. Contract with Kimley-Horn Associates, Inc. for the Milford Street Improvement Project – Not to Exceed \$275,000

The Board reviewed the (1) memos from Peter Pelletier, (2) sidewalk project bid results, (3) sidewalk project site plans, and (4) contracts.

Mr. Pelletier stated the asphalt project is for streets presented in the road and sidewalk plan, including Stanley Road. This vendor has not been previously used by Medway, but other towns have utilized them with positive results.

Mr. Pelletier stated that Kimley-Horn will help to allow us to be able to apply for state funding for the Milford Street project and noted we have not previously utilized them. Mr. Pelletier explained the issues they will be addressing in this design. Mr. Crowley asked about the estimated construction costs. Mr. Pelletier answered the project would cost approximately \$10 million.

Mr. Alessandri moved that the Board approve and authorize the Chair to execute the contract with Asphalt Engineering LLC as presented. Mr. Trindade seconded. Discussion: Mr. Crowley noted these funds need to be spent by June 2024. Mr. Pelletier stated that was a MassDOT estimate. He has until June 2025. **VOTE: 4-0-1. Mr. Trindade abstained as he lives on Stanley Road.**

Mr. Alessandri moved that the Board approve and authorize the Chair to execute the contract with Kimley-Horn Associates, Inc. as presented. Ms. White seconded. No discussion. VOTE: 5-0-0.

Approval: Contract with the Natick/Walpole VNA for Public Health Nursing Services – Not to Exceed \$1,500/Month

The Board reviewed the (1) memo from Derek Kwok, and (2) contract.

Mr. Trindade moved that the Board approve and authorize the Chair to execute the contract with the Natick/Walpole VNA as presented. Ms. White seconded. Discussion: Mr. Rossi asked for background. Mr. Kwok stated that each Town has a responsibility to investigate and follow up on communicable diseases, as well as manage other public health services. Ms. White asked if we have changed vendors. Mr. Kwok stated that they have been used for the past three years. **VOTE: 5-0-0.**

Report by the Energy and Sustainability Committee

The Board reviewed the (1) memo from Stephanie Carlisle, (2) Senior Center Electrification Scoping Study Report, and (3) PowerPoint presentation.

Ms. Carlisle explained that they completed a Senior Center Electrification Study based on the Clean Energy and Climate Plan for 2050. They looked at the Senior Center due to the facilities study results. This is the only building that utilizes oil heat and there was a lot of insulation work done on the building. The Committee partnered with Eversource who selected Rise noting that it was at no cost to the Town. She reviewed the key findings noting this was a compelling project, Rise recommended air-to-water heat pump systems, and the preliminary cost estimate of \$500,000. She reviewed what costs were and were not included in that estimate, the payback period, which would be nineteen years, and noted a lot of state and federal incentives are currently available. She then reviewed the pros and cons and potential next steps. Mr. Dietrich reminded all that the state will be mandating this down the road and there is money available now to address this. Mr. Long stated the longer we wait the more it will cost, and it will take longer to obtain a return on investment. Mr. Crowley asked for the location of the solar canopies. Ms. Carlisle stated the parking lot near the playground. Mr. Crowley asked for more detail on the \$500,000, the grant funding available, and final cost to the Town. Mr. Trindade agreed with Mr. Crowley's cost concerns noting that the Town has many other facilities with needs that have to be addressed with more of a priority. It was noted that this could be available as a Power Purchase Agreement (PPA). Mr. Boynton noted that the administration needs to look at the capital plan.

Discussion/Vote: Energy and Sustainability Committee Change in Composition

The Board reviewed the (1) memo from Committee Chair, and (2) proposed changes to the Committee charge and composition.

Mr. Dietrich stated that in the past there had been a lot of interest and now they are down to five so they would like to move the total members back to five in order to make it easier to get a quorum.

Mr. Alessandri moved that the Board approve to change the composition of the Energy and Sustainability Committee from a total of seven members to a total of five members. Ms. White seconded. No discussion. VOTE: 5-0-0.

Approval: Fiscal Year (FY) 2024 Budget Transfer Request for Legal Account Deficit - \$25,000

The Board reviewed the budget transfer request.

Mr. Boynton stated that he has been too frugal budgeting this number over the past two years noting there is a lot going on and KP Law has a price increase on July 1. This transfer would be from the other insurance budget line item.

Mr. Alessandri moved that the Board approve the FY24 end of year budget transfer request as presented. Ms. White seconded. Discussion: Mr. Crowley asked if any specific issue was causing this

overage. Mr. Boynton stated no, noting that he has discussed this with the Finance Committee Chair, as well. **VOTE: 5-0-0.**

Discussion: Select Board Fiscal Year 2025 Liaison Positions

The Board reviewed the proposed FY25 liaison positions.

Mr. Alessandri stated that he could no longer be the liaison to the library as his wife was just elected to the Library Trustees. He stated that Mr. Crowley agreed to take the library, and he will take the MBTA Advisory Board liaison position. Mr. Alessandri requested that this list be sent to the chairs of these committees. Ms. Langley noted that it is sent to the committee chairs each year.

Discussion: Select Board Fiscal Year 2025 Meeting Schedule

The Board reviewed the proposed FY25 meeting schedule.

Mr. Boynton stated that if an emergency comes up, we can schedule additional meetings in July and August.

Mr. Trindade move to approve the schedule as presented. Mr. Alessandri seconded. No discussion. VOTE: 5-0-0.

Annual Appointments

The Board reviewed the (1) listing of incumbents who have requested reappointment, and (2) Fiscal Year 2024 attendance records for the Affordable Housing Committee, Affordable Housing Trust, Agricultural Committee, Board of Assessors, Cable Advisory Committee, Conservation Commission, Council on Aging, Cultural Council, Energy and Sustainability Committee, Historical Commission, Indigenous Peoples Committee, Medway Pride Day, Memorial Committee, Thayer Governance Committee, and Zoning Board of Appeals.

Mr. Crowley stated there is an issue with a Cultural Council member due to lack of attendance at meetings. Mr. Boynton stated the Board could approve all except the Cultural Council.

Mr. Crowley moved that the Board reappoint the incumbent board and committee members as listed with the exception of the Medway Cultural Council pending a follow up with the Chair of the Cultural Council. Mr. Trindade seconded. No discussion. VOTE: 5-0-0.

Action Items from Previous Meeting

The Board reviewed the action items dated March 4, 2024.

Medway Plaza Redevelopment: Mr. Crowley stated they will be doing upgrades in four phases and the first phase was to begin this summer. Mr. Boynton stated that he would check in with the property manager as to the timing of phase one.

Begin Planning Use of 123 Holliston Street: Mr. Crowley stated that he requested that this be on the next meeting agenda, and it was not put on the agenda. Mr. Rossi stated that he would like a tour of the building with the building inspector before this is added to an agenda. Mr. Boynton stated that Mr. McGee and Chief Lynch or Deputy Chief Vinton should also be in attendance, and we will post this as a meeting.

Town Manager's Report

There were no items for the Board to review.

MBTA Communities Forum – Monday, June 10, 7PM, Presentation Room: Mr. Boynton reminded all about this Forum scheduled for next Monday that Mr. Trindade will moderate.

Election Follow Up – Ballot Question: Mr. Boynton stated that he will work on drafting the letter.

DEP Water System Notice – Non-Compliance Matter – September 2023: Mr. Boynton stated that we received a letter from the state, and we have addressed this issue.

Paving Update: Mr. Boynton stated that they are moving to Summer Street, reviewed the completed streets to date, and explained the second phase of paving will be after school is out. Mr. Crowley asked if these are in the FY24 or FY25 schedule. Mr. Pelletier stated they are in the FY25 schedule.

Juneteenth Holiday, - Wednesday June 19th – Town Offices Closed: Mr. Boynton reminded all that the Town Hall Offices will be closed on this holiday.

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

- Friday June 7th – Personal Day
- Wednesday June 12th – Norfolk County Managers Meeting – Franklin
- June 20-June 28 - Vacation

NEXT Select Board Meeting – June 17, 2024

Select Board's Reports

There were no items for the Board to review.

Mr. Alessandri stated he attended the Medway High School graduation, and the student speakers were fabulous.

Mr. Rossi stated he attended the Memorial Day Parade, which had an excellent turnout. He said it was a great event.

Mr. Trindade asked if the Medway High School Track student will be coming to the next meeting. Ms. Langley confirmed. Mr. Rossi asked that Mr. Trindade be the official liaison for sport and academic student achievements. Mr. Trindade agreed.

Mr. Crowley stated there was a discussion with the VFW, who are tenants at will, and asked if the sub leases could be extended. Mr. Boynton stated that he will share a discussion he had today at a later date. Mr. Crowley asked when the Medway Grid project will start. Mr. Boynton stated this September.

At 9:05PM, Mr. Alessandri moved to adjourn. Mr. Trindade seconded. No discussion. VOTE: 5-0-0.

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