

**Select Board Meeting
July 15, 2024 – 7:00 PM
Sanford Hall
155 Village Street**

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

Staff Present: Michael Boynton, Town Manager; Allison Potter, Assistant Town Manager; Richard Boucher, Information Services Director, Deputy Fire Chief Michael Fasolino; Peter Pelletier, Department of Public Works (DPW) Director; Barry Smith, Water Superintendent; Police Chief William Kingsbury.

Others Present: Verizon Pole Petition: Don Vonner; Verizon Cable Television License Renewal: John Foresto; Thomas Hamano, Candidate for Town Constable; Deb Rossi, Parks Commission Chair; Senator Walter Timilty.

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

Public Comments: There were none.

Public Hearing 7:00PM: Verizon New England, Inc. and NSTAR Electric Company d/b/a Eversource Energy Petition for Joint Pole Installation on Pond Street
The Board reviewed the (1) petition, and (2) plan.

Ms. White moved that the Board open the public hearing. Mr. Trindade seconded. No discussion. It was voted by roll call: Alessandri aye; Crowley aye; Rossi aye; Trindade aye; White aye. VOTE: 5-0-0.

Mr. Vonner explained the purpose and location of the placement of this joint pole due to the addition of a subdivision off of Flintlock Lane. Mr. Trindade noted that the sidewalk should be left in the same condition. Mr. Vonner noted that this will not impact the existing sidewalk.

Mr. Rossi asked for public comments. There were none.

Ms. Trindade moved that the Board close the public hearing. Ms. White seconded. No discussion. It was voted by roll call: Alessandri aye; Crowley aye; Rossi aye; Trindade aye; White aye. VOTE: 5-0-0.

Ms. Trindade moved that the Board approve the installation of a jointly owned pole numbered T.16.5 / E.16.5 on the east side of Pond Street at a point approximately one hundred sixteen (116) feet northerly from the centerline of Flintlock Lane; and seventy-seven (77) feet northerly of existing pole, T.16 / E.16; and sixty (60) feet southerly of existing pole, T.17 / E.17. Ms. White seconded. Discussion: Mr. Crowley asked if the pole is already in. Mr. Vonner stated no. Mr. Crowley noted that he saw a pole about thirty feet in that is already new and his concern that this pole is already in. Mr. Vonner showed photos of exactly where the pole will be located. He noted that the pole that Mr. Crowley referenced is on private property and this one will be on public property. **It was voted by roll call: Alessandri aye; Crowley nay; Rossi aye; Trindade aye; White aye. VOTE: 4-1-0.**

Public Hearing (2nd) 7:05PM: Verizon Cable Television License Renewal

The Board reviewed the (1) memo from Allison Potter, and (2) draft license for renewal.

Mr. Trindade moved that the Board open the public hearing. Mr. Crowley seconded. No discussion. It was voted by roll call: Alessandri aye; Crowley aye; Rossi aye; Trindade aye; White aye. VOTE: 5-0-0.

Mr. Foresto stated there is a committee for cable television and named all five members. He noted that this is the fifth contract that he has worked on. He stated that this is not about service to the home but about how the company services the community as a whole. He reviewed the existing contract noting that they have been mis paying us for the last five years by one half percent. He explained that cable access fees flow to Medway Cable via franchise fees and the capital grant. He stated that they got Verizon to increase the capital grant to recoup that lost revenue. He noted that we have been asking for years for an HD channel. They have added an HD channel so we will have three channels plus one HD channel. He stated that this will set a precedent for when we renegotiate our Comcast contract. Mr. Foresto thanked Ms. Potter for her assistance. Ms. Potter reviewed the licensing process noting that ascertainment would be concluded this evening. Mr. Foresto stated that they included a new switching equipment at a cost of \$40,000 as well. It was noted that this contract was reviewed and approved by Town Counsel.

Mr. Trindade moved that the Board close the public hearing. Ms. White seconded. No discussion. It was voted by roll call: Alessandri aye; Crowley aye; Rossi aye; Trindade aye; White aye. VOTE: 5-0-0.

Mr. Crowley asked how much the Town receives in revenue from Verizon and Comcast. Mr. Foresto answered \$260,000 in total. Mr. Foresto stated that Medway Cable Access has three part time people that add up to one- and one-half full-time staff to support all their efforts. These include support of the Maker Space in the library every Wednesday for three hours, the purchase and support of technology to allow for the transition from analog to digital technology, paying the licenses fees for Adobe at \$54 per month for the library, cable studio, and music department. The taping costs associated with School and Town events are supported via the capital grant. Lastly, Medway Cable would like to increase the staffing to five. Mr. Crowley thanked Mr. Foresto for his efforts.

Mr. Trindade moved that the Board close the ascertainment process. Ms. White seconded. No discussion. It was voted by roll call: Alessandri aye; Crowley aye; Rossi aye; Trindade aye; White aye. VOTE: 5-0-0.

Vote: Verizon Cable Television License Renewal

There were no materials for the Board to review.

Ms. White moved that the Board approve the renewal of the Verizon Cable Television license as discussed. Mr. Trindade seconded. No discussion. It was voted by roll call: Alessandri aye; Crowley aye; Rossi aye; Trindade aye; White aye. VOTE: 5-0-0.

Mr. Boynton introduced Senator Walter Timilty who is a candidate for the Clerk of Courts in Norfolk County, noting that he has been a champion for Towns that need public safety facilities. Senator Timilty stated that he serves in the Senate, serves on the Joint Committee on Safety, as well as five other committees, and that he has a current bill that would create a Public Facility Building Authority that would mirror the Massachusetts School Building Authority (MSBA). He noted that Towns cannot

support the costs to build new public safety facilities. He noted that he is a graduate of Southern New England School of Law. He thanked the Board for allowing him to speak.

Mr. Rossi asked where the bill is currently. Senator Timilty noted that it is currently in the House Ways and Means Committee, as it involves funding. He noted that Norfolk County has a great Tech Rescue Team, and he created legislation to support this for all Massachusetts counties. Ms. White asked when this MSBA like group would be created. Senator Timilty stated that this is an uphill battle noting that this could not be counted on in the near term. Mr. Crowley asked if there is a primary election for the position he is running for. Senator Timilty stated yes, on September 3rd. Mr. Crowley stated his concern about the bottle bill planned increase from \$0.05. to \$0.10 and asked about including those bottles currently not included in the bottle bill.

Discussion: Medway Post Office

There were no materials for the Board to review.

Mr. Crowley reported that a letter was received back in response to the letter sent by Senators Markey and Warren and Congressman McGovern. He then read a portion of this letter dated November 6, 2023, noting they say they will be looking at this on a quarterly basis. He called the writer of the letter on June 6, 2024, and was informed post offices across the country are being closed as their leases expire with the intent to move to district distribution centers. He noted that he was told that the most Medway would have is a retail store. He stated that Medway should at least get a retail store that has adequate parking and is ADA compliant. He also explained the difficulty in having mail held now that we no longer have the main post office. On June 20th, Mr. Crowley was provided an e-mail address for the purpose of getting Medway on the on-line system to be able to hold mail. He has not received responses to his inquiries and requests. He thought we should try to obtain an adequate retail store. Mr. Rossi thanked Mr. Crowley for his efforts noting that this is a federal issue. Mr. Boynton noted that the post office is hemorrhaging money, which probably explains the lack of response. Mr. Boynton has spoken with Congressmen McGovern who plans to speak to his people further about this issue.

Approval of Minutes: June 3 and 17, 2024

The Board reviewed the (1) June 3, 2024, draft minutes, and (2) June 17, 2024, draft minutes.

Mr. Trindade moved that the Board approve the minutes for June 3, 2024. Ms. White seconded. No discussion. Discussion: Mr. Crowley asked that on page 3, line 97, “as you cannot use general funds for enterprise accounts” be added to the end of the sentence. Mr. Crowley asked that on page 6, line 268, that “due to lack of attendance at meetings” be added to the end of the sentence. Mr. Crowley asked that on page 7, line 326, that “sub” be inserted prior to leases. **It was voted by roll call: Alessandri aye; Crowley aye; Rossi aye; Trindade aye; White aye. VOTE: 5-0-0.**

Mr. Trindade moved that the Board approve the minutes for June 17, 2024. Ms. White seconded. No discussion. Discussion: Mr. Trindade stated on page 1, line 19, that “Trindade” should be changed to “Rossi”. **It was voted by roll call: Alessandri abstain; Crowley aye; Rossi aye; Trindade abstain; White aye. VOTE: 4-0-1. Mr. Alessandri abstained as he was not present at the meeting.**

Appointment Consideration: Town Constable – Thomas Hamano

The Board reviewed the (1) application, (2) letters of reference. And (3) bond.

Mr. Boynton stated that he could not think of a better person to serve in this role. He has been a Special Police Officer for many years, and he could not recommend him highly enough.

Mr. Trindade moved that the Board appoint Thomas Hamano as a constable for the Town of Medway for a three-year term. Ms. White seconded. Discussion: Mr. Alessandri thanked him. It was voted by roll call: Alessandri aye; Crowley aye; Rossi aye; Trindade aye; White aye. VOTE: 5-0-0.

Authorization to Expend Grant Funds:

a. Emergency Management Preparedness Grant (EMPG) - \$3,220

b. Municipal Local Cybersecurity Grant

The Board reviewed the (1) notice of grant award forms, (2) cybersecurity award letter, and (3) list of grant recipients.

Mr. Boynton stated that this is an annual grant. Deputy Chief Fasolino explained the specific plans for the expenditure of these funds.

Mr. Trindade moved that the Board authorize the expenditure of the EMPG grant as discussed. Ms. White seconded. No discussion. It was voted by roll call: Alessandri aye; Crowley aye; Rossi aye; Trindade aye; White aye. VOTE: 5-0-0.

Mr. Boynton stated that one of his report topics is the Host Community Agreement (HCA) for the second battery energy storage facility noting that we are close to presenting the HCA to the Select Board and that there is a lot included for safety measures, including technical rescue team support.

Mr. Boucher stated this grant was from the state via the federal government. He noted the specific items that could be funded, including changing our domain to a .gov, which is much more secure, incidence response planning, tabletop exercises, and implementation of multifactor authentication (MFA). Mr. Rossi asked if this is being coordinated with the website update. Mr. Boucher confirmed.

Mr. Trindade moved that the Board authorize the expenditure of the Municipal Local Cybersecurity grant as discussed. Ms. White seconded. Discussion: Mr. Rossi asked what tabletop is. Mr. Boucher stated that all stakeholders are in the room reviewing a response plan to ensure all areas are addressed. Mr. Boucher thanked Mr. Boynton for his support in these efforts. Mr. Crowley asked if this is a state grant and if we would not get this if we do not pass the MBTA Communities zoning. Mr. Boynton confirmed. Ms. White asked if this is a yearly or onetime grant. Mr. Boucher stated this is a onetime grant but shared other grants that his department will be applying for. Mr. Alessandri asked if we are committing to anything budget wise that we will need to continue to address in the future. Mr. Boucher confirmed, specifically, MFA. It was voted by roll call: Alessandri aye; Crowley aye; Rossi aye; Trindade aye; White aye. VOTE: 5-0-0.

Approval: Contract with Patriot Fence Company, Inc. for Softball and Baseball Field Fences - \$68,053

The Board reviewed the (1) memo from Peter Pelletier, (2) bid results, (3) sketches, and (4) contract.

Mr. Pelletier stated this is backstop fencing for the Kelly Street field. They will also paint the uprights and address the Middle School fencing. Parks is providing \$60,000 of funding for this project from their revolving account.

Mr. Trindade moved that the Board approve and authorize the Chair to execute the contract with Patriot Fence Company, Inc. as presented. Ms. White seconded. Discussion: Mr. Crowley asked for the amount Parks was funding. Ms. Rossi stated \$60,000. **It was voted by roll call: Alessandri aye; Crowley aye; Rossi aye; Trindade aye; White aye. VOTE: 5-0-0.**

Approval: Water Treatment Plant Change Order #14 for Multiple Items - \$145,494.98

The Board reviewed Change Order #14.

Mr. Boynton stated this is a change order with multiple items for the water treatment facility. He stated, for the most part, this project is done. This is the wrap up change order. He noted that most of this is for the baffle wall tank. He stated that we were able to get the cost of that substantially reduced. Mr. Boynton stated that Ms. Pratt worked with Mr. Pelletier to identify the specific budgets supporting this. Mr. Boynton reviewed the total funding, total expenses, and pending change order amounts. He noted that there would be \$800,000 available to address the other water projects and reviewed the project funding for the Oakland transmission line, well upgrades, and pump house designs.

Mr. Crowley thanked Senator Timilty for staying after he spoke to the Board this evening.

Mr. Smith reviewed the specific work items that Dankris Builders will complete at the Oakland well to accomplish the redundancy. He reviewed the Village Street well work, which will be completed in the fall. Mr. Crowley asked if Village Street has been funded and when we anticipate funding this. Mr. Smith stated this would be at Fall Town Meeting. Mr. Crowley asked for the projected cost. Mr. Smith stated \$1million. Mr. Crowley stated when looking at the water treatment plant that what is left is \$279,113 noting the \$500,000 is from another project. Mr. Boynton stated the \$500,000 would be from the 39 Main Street development. Mr. Crowley stated that he had a concern about the Walsh change order, as he did not see noted anywhere that they cannot come back to us with a time extension. Mr. Smith stated that there has been nothing noted relative to that topic. Mr. Crowley asked that confirmation of this be obtained in writing. Mr. Crowley also asked that Mr. Smith speak with Ms. Pratt to confirm that these numbers are correct.

Mr. Trindade moved that the Board approve and authorize the Chair to execute Change Order #14 pending certification of a no cost time extension from the general contractor, Walsh, as discussed. Ms. White seconded. No discussion. It was voted by roll call: Alessandri aye; Crowley aye; Rossi aye; Trindade aye; White aye. VOTE: 5-0-0.

Discussion: Holliston and Village Streets Intersection Improvements – Complete Streets

The Board reviewed the (1) memo from Peter Pelletier, and (2) plans.

Mr. Pelletier stated this is a rough sketch noting this is based on the Complete Streets Prioritization plan and is needed in order to obtain the Tier 3 funding of \$500,000. Mr. Rossi asked for the total cost. Mr. Pelletier stated approximately \$600,000. Mr. Trindade asked what will change. Mr. Pelletier stated there will be more green space with Matondi square expanded. Mr. Boynton stated that he asked Mr. Pelletier about another option, like what we did at West Street. He noted there is not a lot of crash data at this intersection, although Village Street is being utilized more. Mr. Boynton stated that this is the right time to look at this as it feeds into Village Street rehabilitation project. There was further discussion about options to make this an easier turn onto Village Street. Mr. Rossi stated his agreement with Mr. Trindade that there needs to be better access to Matondi Square. Mr. Pelletier noted that he

needs authorization from the Select Board to go for the Tier 3 funding. Mr. Boynton stated that we can reach out to TEC to get other options and the operating budget will support this.

Mr. Trindade move that the Board approve Mr. Pelletier to apply for the Tier 3 funding. Ms. White seconded. No discussion. It was voted by roll call: Alessandri aye; Crowley aye; Rossi aye; Trindade aye; White aye. VOTE: 5-0-0.

Mr. Crowley would like to know the traffic volume turning right on Holliston Street.

Discussion: VFW 123 Holliston Street Potential Future Use

There were no materials for the Board to review.

Mr. Rossi stated that there was a public meeting where the Select Board toured the location. Ms. Rossi stated that Ms. Harrington would be interested in seeing what she could do there for programs. She noted that Parks rents out the baseball field, but that does not cover the cost of the electricity. She noted that this will be on their agenda next week. She also said she needs to look at the end of the fiscal year numbers to determine whether the cost of electricity still exceeds the revenue from the use of the field. Mr. Rossi noted that there would be funds for the structural inspection. Ms. Potter stated the inspection was scheduled to take place tomorrow. Mr. Boynton noted the intent is to have a discussion on what we could do with it noting the past specific use by the VFW. He stated the building has not kept up with changes to date. He also stated this would not be a permanent solution for Parks and Recreation. Mr. Boynton noted that Mr. Crowley and Building Commissioner Ackley met with the VFW. He stated the VFW lease ends December of this year, and we would attempt to find them a meeting space. He noted that there are two subleases still there and their continued use is still to be determined. He stated that the basement should be closed off to public access.

Mr. Rossi stated he would like to allow Ms. Harrington access, as she generates a lot of revenue from her programs. Ms. Rossi stated that these programs raise more revenue than the renting of the fields. Mr. Rossi stated that if Parks uses this, they could put some of the revenue back into the building. Mr. Trindade stated his agreement with Mr. Rossi. Mr. Crowley agreed, but stated we need to wait until we receive the structural analysis. He would like to see the cost analysis of what Parks and Rec would need and would not want the funds to come from the Town. He noted that we are still in discussions with the sublessees. Ms. White agreed as well. Mr. Crowley stated that the Town should handle the structural issues. There was further discussion about Ms. Harrington's usage of the facility. Mr. Alessandri stated he agreed with the discussion noting his only concern is that the higher usage could cause an escalation in the deterioration. Mr. Crowley stated that based on his discussion with the Building Commissioner, the costs would not be a large amount. Mr. Boynton stated that this will be added to the August 12th meeting agenda and that we also need to have a decision about the subleases. Ms. Rossi asked what she should bring to her Board. Mr. Rossi stated that the Select Board supports Ms. Harrington's use of the building.

Glen Brook Way – Review and Approve Amended and Restated Master Subordination Agreement

The Board reviewed the (1) memo from Barbara Saint Andre, (2) letter from Caitlin Madden, Executive Director, MetroWest Collaborative, and (3) amended and Restated Master Subordination Agreement.

Mr. Boynton stated this is pro forma, as they went for additional funding, so we need to revote this.

Mr. Trindade moved that the Board approve and authorize the Chair to execute the amended and restated Master Subordination Agreement with Glen Brook Way as discussed. Ms. White seconded. No discussion. It was voted by roll call: Alessandri aye; Crowley aye; Rossi aye; Trindade aye; White aye. VOTE: 5-0-0.

Mr. Trindade exited the meeting at 9pm.

Action Items from Previous Meeting

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

Begin Planning Use of 123 Holliston Street: The due date was changed to ongoing.

Town Manager's Report

There were no items for the Board to review.

Medway Energy Center – HCA Update: Mr. Boynton stated we are wrapping up the draft HCA, noting this will be presented to the Board on August 12th but no vote is needed yet. It will be posted to the website for resident feedback, and he anticipates a Select Board vote in September.

120 Main Street Cleanup Option: Mr. Boynton forwarded to the Board the PowerPoint presentation from Tetra Tech, which is monitoring the hydraulic leak. We want to know the best steps for cleanup as it makes sense to look at that at the same time we are designing the project. This could be done simultaneously with the site design.

Fire Department EMS Coordinator Consideration: Mr. Boynton stated that we need a daytime position overseeing EMS as there are many administrative duties including reporting to state, scheduling, ordering supplies, etc. We are doing more and more ambulance runs and would like to schedule this position to begin in January using the existing budget and plan for this in the next budgeting season. Ms. White asked if this is a new position. Mr. Boynton stated that we would move someone internally, it would be a Lieutenant position, and we would backfill the position. Mr. Boynton stated that this is also needed due to the number of simultaneous calls during regular daily working hours that other communities must respond to. Mr. Crowley asked if this would increase EMS revenue. Mr. Boynton stated he would guess yes but could not commit at this time. Mr. Crowley asked if the revenue account could support part of this role. Mr. Boynton confirmed. Mr. Crowley asked for the total amount in this account. Ms. Pratt stated \$1million. Mr. Alessandri asked if this takes the place of any other positions that would be needed. Mr. Boynton stated no.

Health Insurance Update: Mr. Boynton stated that that we have done well in the past three years and that we will continue to look at health insurance options. Mr. Crowley noted that we have saved hundreds of thousands of dollars and commended Mr. Boynton and Ms. Potter on their efforts.

Per- and polyfluoroalkyl substances (PFAS) Settlement(s) Update: Mr. Boynton stated that we have filed all of the required paperwork, but we have no information about the amount we will be receiving. Mr. Crowley asked if the federal government will be funding any of these required PFAS changes. Mr. Boynton stated they will not.

Celebrate Medway Day – July 20th: Mr. Boynton reminded all of this event. Mr. Crowley noted the beer garden and face painting will be at 5pm, 7pm is the band, and 9pm is the fireworks. He noted that handicapped parking will be at Thayer.

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

- July 17 – Out of Office
- July 18-19 – West Barnstable Assessment Center
- July 26 – Firefighter/Paramedic Volz Graduation – MFA Stow
- August 2nd & 9th – Personal Days

NEXT Select Board Meeting – August 12, 2024

Select Board's Reports

There were no items for the Board to review.

Mr. Crowley asked if we could post the letter regarding MBTA zoning on the website. Mr. Boynton confirmed. Mr. Crowley asked about the total number of hours for senior workers that he requested at a prior meeting. Ms. Langley stated they are truing up FY24. Mr. Crowley stated that he wants that information by August 12th. Mr. Crowley asked about splash pad. Mr. Boynton stated the part is being fabricated and will be in the end of next week. Mr. Crowley asked how much it cost. Mr. Pelletier stated \$2,500. It was noted that an additional one was also ordered.

Mr. Rossi noted the concerts in the park are having a great response.

At 9:17PM, Mr. Crowley moved to adjourn. Ms. White seconded. No discussion. It was voted by roll call: Alessandri aye; Crowley aye; Rossi aye; White aye. VOTE: 4-0-0.

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