

**Board of Selectmen's Meeting
June 3, 2019 – 7:00 PM
Sanford Hall
155 Village Street**

Present: Dennis Crowley Chair; John Foresto, Vice Chair; Glenn Trindade, Member; Maryjane White, Member.

Absent: Richard D'Innocenzo, Clerk.

Staff Present: Michael Boynton, Town Administrator; Allison Potter, Assistant Town Administrator; Dave D'Amico, Director, Department of Public Services (DPS).

Others Present: Frank Rossi, Chair, Finance Committee; Richard Forman, Verizon Representative.

At 7:00 PM Selectman Crowley called the meeting to order and led the Pledge of Allegiance.

Selectman Crowley remembered Fred Souza who recently passed away. He noted Mr. Souza's many contributions to the Town of Medway and requested a moment of silence in his honor.

Selectman Crowley explained that he has always begun as Chair the Selectmen's meetings with remember the number 19 in respect and honor of the memory of the Medway residents who lost their lives in service of our country.

Public Comments: None

Annual Appointments

The Board reviewed the (1) List of incumbents who have requested reappointment, and (2) Fiscal Year 2019 attendance records for the Agricultural Committee, Affordable Housing Committee, Affordable Housing Trust, Board of Assessors, Cemetery Commission, Community Preservation Committee Appointee, Conservation Commission, Council on Aging, Energy and Sustainability Committee, Historical Commission, Medway Pride Day Committee, Memorial Committee, Southwest Advisory Planning Committee, Thayer Governance Committee, and Zoning Board of Appeals.

Selectman Foresto moved that the Board appoint the incumbent board and committee members as listed on the meeting agenda. Selectman White seconded. Discussion: Selectman Crowley asked if the DPS Building Committee was still needed. Mr. Boynton stated they will be needed during construction of new DPW facility. **VOTE: 3-1-0. (Trindade opposed).**

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

There were no materials for the Board to review.

Selectman Crowley thanked the Board for all their efforts over the years. He mentioned the efforts of each individual Board member, the specific projects and efforts they are involved with, and noted the amount of time and effort outside of the Monday night meetings that is required. He also thanked Mr. Boynton for all of his efforts over the past five years.

Mr. Boynton reminded all that all the Board's efforts are on a voluntary basis and the amount of time and effort that Selectman Crowley has spent as Chair has been above and beyond the call of duty.

Selectman Trindade made a motion to nominate Selectman Foresto as Chair. Selectman White seconded. No Discussion. Vote: 4-0-0.

Selectman Foresto stated there a tremendous amount of effort and commitment required as Chair of the Board of Selectman. He commended and thanked Selectman Crowley for his efforts.

Selectman White made a motion to nominate Selectman Trindade as Vice Chair. Selectman Crowley seconded. No Discussion. Vote: 4-0-0.

Selectman Trindade made a motion to nominate Selectman Crowley as Clerk. Selectman White seconded. No Discussion. Vote: 4-0-0.

Approval of Minutes: May 20, 2019

The Board reviewed the draft minutes of May 20, 2019.

Selectman Trindade moved that the Board approve the minutes of May 20, 2019. Selectman White seconded. Discussion: Selectman Crowley requested that "himself" in line 254 on page 6 be changed to Mr. Boynton. **VOTE: 4-0-0.**

Discussion/Vote: Authorize Helene Karl Architects, Inc. to Proceed with Contract Phases 5 and 6 – New DPW Facility

The Board reviewed the (1) Phases 5 and 6 section of the HKA, Inc. contract dated May, 21, 2018, and (2) Exhibit A of the HKA, Inc. contract dated May, 21, 2018.

Town Administrator Boynton reported this contract was previously approved through phase 4. Now that project has been approved and funded, we need the Board to approve phase 5 and 6.

Selectman Trindade moved that the Board vote to authorize Helene Karl Architects, Inc. to proceed with Phases 5 and 6 of the contract as presented. Selectman White seconded. Discussion: Selectman Crowley requested that the motion be changed to reflect the total amount as presented in exhibit A of the meeting materials. Mr. Boynton stated that this amount does not reflect reimbursables. **Selectman Trindade moved that the Board vote to authorize Helene Karl Architects, Inc. to proceed with Phases 5 and 6 of the contract as presented subject to the amount presented of \$131,800 and additional reimbursables. Selectman White seconded. No Discussion: VOTE: 4-0-0.**

Public Hearing 7:15pm: Joint Pole Installation on West Street (approximately 536 feet northwesterly from the center line of Beech Street) by Verizon and Eversource

The Board reviewed the (1) memo dated May 6, 2019 from Albert E. Bessette, Jr., Right of Way Manager, Verizon, (2) Petition for Joint Pole Location, (3) Petition Plan, and (4) Order for Joint Pole Location.

Selectman Trindade moved that the Board open the Pole Petition Public Hearing. Selectman White seconded. VOTE: 4-0-0.

Mr. Richard Forman explained the location of the pole to be installed on West Street between Poles 13 and 14 was requested by Eversource for new service. There will also need to complete a bit of tree

trimming. Selectman Foresto asked where this is specifically located. Mr. D'Amico explained the location is by the Exelon entrance.

Selectman Trindade moved that the Board close the Pole Petition Public Hearing. Selectman Crowley seconded. VOTE: 4-0-0.

Selectman Trindade moved that the Board approve the location of the pole numbered T.13½/E.13-05 and jointly owned by Verizon and Eversource to a point on the northeasterly side of West Street approximately five hundred thirty-six feet northwesterly from the center line of Beech Street as presented. Selectman White. No Discussion. VOTE: 4-0-0.

Mr. Ronald Auclair of 15 West Street approached the Board after the discussion and closing of the public hearing concerned that this pole would be placed in the middle of his driveway. He was shown that the Pole is on the opposite side of West Street from his driveway and will meet with Mr. Boynton at 9am tomorrow regarding his concerns.

Approval: Contract with the Town of Milford for Purchase of Highway/Road Salt - \$40,000
The Board reviewed the contract.

Town Administrator Boynton explained that there will be no place to store the left over salt due to the work at the new DPW facility as the existing salt shed will be torn down with the new one planned to be completed by this fall.

Selectman Trindade moved that the Board authorize the Chair to execute the contract with the Town of Milford for their purchase from the Town of Medway of Highway/Road Salt in an amount not to exceed 1,000 cubic yards or \$40,000 of salt as presented. Selectman White seconded. Discussion: Selectman Crowley asked what the value of the salt is if we had to purchase it. Mr. D'Amico stated we are charging Milford \$40 per ton and they will come to retrieve the salt noting that we purchased it at \$70 per ton. **VOTE: 4-0-0.**

Discussion: Choate Park Signage
The Board reviewed the (1) picture of Choate Park bronze sign, and (2) schematic of Choate Park message sign.

Town Administrator Boynton stated the Design Review Committee presented pictures of the two planned signs, one a bronze sign and the second is the electric message sign that the Board has previously seen. He wanted to know if these were acceptable to the Board. Selectman Crowley asked if there will be only one bronze sign. Mr. D'Amico stated there will be one on each side. Mr. Boynton requested a motion from the Board on their support of the signs as presented.

Selectman Trindade moved that Board vote to support the design of the Choate Park signs as presented. Selectman Crowley seconded. No Discussion. VOTE: 4-0-0.

Mr. Boynton stated there were concerns regarding the edges of the granite curbing pieces relative to safety at Choate Park noting that additional work will be taking place to ensure these are to the original specifications. He stated that: (1) baby changing stations will be installed in both Oakland and Choate Parks, (2) the bubblers should have been turned on today, and (3) the splash pad will be turned on the day after school ends.

One-day Liquor License Applications

The Board reviewed the Police Chief's recommendations for Laura Wheet, Sue Charles, Megan Lovell, Danielle Burkart, Timothy Choate, This Star Won't Go Out, and Kathy Hooper.

Selectman Trindade moved that the Board approve the one-day liquor licenses as presented subject to the Police Chief's recommendation and proof of appropriate insurance coverage. Selectman Crowley seconded. No Discussion. VOTE: 4-0-0.

Selectman Foresto reported that the Thayer Homestead was rented this past weekend from Friday through Sunday from 9am-11pm with a total of five events. There has been increased activity at the property and he commended the new Resident Manager and his assistant on their efforts.

Discussion: Board of Selectmen Fiscal Year 2020 Schedule

The Board reviewed the draft fiscal year 2020 schedule.

Selectman Foresto and the Board confirmed the draft meeting schedule was acceptable as presented.

Action Items from Previous Meeting

The Board reviewed the Action Items dated May 20, 2019.

Route 109 Project: Town Administrator Boynton reported he has a meeting Wednesday morning for a full project update. Selectman Crowley asked about the status of the cement walkways. Mr. Boynton stated this will be addressed at the meeting on Wednesday. Selectman Crowley requested that a project update be posted following the Wednesday meeting.

DPS Facility Building Project: Selectman Crowley reminded all that he requested a project schedule with twelve milestones for this meeting and requested that this be available at the next Selectmen's meeting.

Town Administrator's Report

There were no items for the Board to review.

Road Work Starts June 4 – Notices were sent: Town Administrator Boynton stated roadwork starts tomorrow on Lovering Street noting that residents were notified.

Emergency Preparedness Exercise Recap: Town Administrator Boynton reported that today, all town and school departments were involved in an active shooter table top exercise noting modifications to the plan were identified. He noted that this was a timely exercise based on recent events noting that Millis, Westwood, and Holliston were also included providing positive feedback on this exercise.

DPS Facility Project – Finance Tracking – Sheet Attached: Town Administrator Boynton reviewed the document provided for finance tracking for the new DPW facility. Selectman Crowley asked what the final line item represents, the funds for unaccounted for costs (DPS expensed) of \$43,920.25.

Proposed Senate FY'20 Earmarks: Town Administrator Boynton reminded the Board of the e-mail forwarded to them detailing the state Fiscal Year 2020 earmarks including: (1) \$135,000 for accessibility and safety improvements at the Lovering Heights Senior Citizen Complex, (2) \$100,000 for the Medway School's THRIVE program, and (3) \$25,000 for the Medway Community Farm.

FY'20 Housing Choice Grant Application – West Street Sidewalks: Town Administrator Boynton reported that we will be applying for this grant for West Street sidewalks from Glen Brook to the new sidewalk on Main Street, noting the deadline is June 20th.

Exelon Update – Decommissioning Agreement Received, Final Road Payment Due: Town Administrator Boynton stated we have received this agreement. Exelon is fully operational and we have not had any complaints since they went on-line. He stated we are waiting for their \$40,000 payment for roadway improvements around the plant area. He noted that the Town of Bellingham has listed that area as a project for this year allowing us to work together to complete the improvements of that intersection.

Independence Day Weekend – Holiday Thursday, Offices Closed Friday: Town Administrator Boynton stated unless there were any objections from the Board, Town Hall will be closed on Friday, July 5th.

Town Administrator Out of Office: Town Administrator Boynton reported he will be out of the office as follows:

- June 7 – Personal Day
- June 19-30 – Vacation – Allison Acting TA

NEXT Selectmen's Meeting – Monday, June 17, 2019

Selectmen's Reports

There were no items for the Board to review.

Selectman Crowley reminded all of the need to finalize the Franklin sewer agreement and the need to have a meeting in the next few weeks. He requested an update on the renewable energy project for the DPW facility. Mr. Boynton stated the first step is to secure an interconnect agreement with Eversource noting the initial steps have already been completed. He has been in contact with a Vice President of Eversource noting there is a meeting scheduled with the chief engineer next Tuesday at 10am to ensure the agreement process is commenced timely. Once the interconnect agreement is in place, the architect will work with the Town to secure state funding. Selectman Crowley reminded the residents that the Army Reserve Band will be performing at the Thayer Homestead at 7pm on July 5 and Lieutenant General Scott will also be attending. He reminded all of Celebrate Medway Day on July 20th. He commended the DPS for addressing the issues with tree removal.

Mr. Rossi reported that both varsity boys baseball and girls softball qualified for the playoffs. He noted that boys varsity lacrosse's first home game is this Thursday at 3:30pm and the girls home game is Friday at 6pm.

Mr. Boynton asked if the Board would like to discuss with the Parks Commission granting permission for an individual to sell snow cones at Choate Park. Selectmen Foresto and White would like to discuss this and requested a meeting be scheduled.

At 7:40 PM Selectman Trindade moved to adjourn. Selectman white seconded. VOTE: 4-0-0.

Respectfully submitted,
Liz Langley
Administrative Assistant
Town Administrator's Office