

**Board of Selectmen's Meeting  
September 11, 2017 -- 7:00 PM  
Sanford Hall, Town Hall  
155 Village Street**

**Present:** Maryjane White, Chair (7:03pm); Richard D'Innocenzo, Vice Chair; Dennis Crowley, Clerk; Glenn Trindade (7:03pm) Member; John Foresto, Member

**Staff Present:** Michael Boynton, Town Administrator; Allison Potter, Assistant Town Administrator; Mary Becotte, Communications Director, and David D'Amico, Director, Department of Public Services

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

Town Administrator Boynton held a moment of silence in remembrance for all those lost in the September 11<sup>th</sup> terrorist attacks in New York, Washington DC and Shanksville, Pennsylvania and also for all others who lost their lives since in the fight for the preservation of life, liberty and the American value system. He stated, "The Town of Medway salutes all those fine men and women in our armed forces who defend us on a daily basis and we especially salute on this day all of our public safety officials and remember those who were lost; 343 New York City Firefighters, and the countless New York City Police Officers and New York and New Jersey Transit Officers who lost their lives on September 11, 2001 and may their souls forever rest in peace."

**Public Comments:**

Mr. Jordan Warnick, secretary for the Board of the SAFE Coalition spoke to the Board regarding placement of #2069 Signs and Narcan Training. He reviewed the history of the SAFE Coalition and their recent educational programs.

**#2069 Sign Placement**

Mr. Warnick requested approval from the Board for placement of approximately eight to ten signs in prominent public areas around town explaining these represent the total number of individual lives lost to opioid overdose in the state of Massachusetts. The signs purpose are to bring awareness to the problem and stimulate conversation.

The Board suggested putting up the signs one week prior to the information being placed on the Town of Medway website requesting they be removed no later than two to three days after the October 28<sup>th</sup> final programming at Wrentham Commons.

Mary Becotte, Communications Director requested specific background information from Mr. Warnick for communications and posting to the Town of Medway website.

Town Administrator Boynton, along with the Board stated the locations and number of signs planned were acceptable and requested placement not obstruct/impede a driver's view of traffic.

**Selectman White moved that the Board approve the placement of eight to ten #2069 signs on town property. Selectman Foresto seconded. No discussion. VOTE: 5-0-0.**

### Narcan Training Program

Mr. Warnick requested approval to hold a Narcan training program at no cost to the town perhaps in conjunction with the Town of Mills noting the successful completion of this training this past spring in the Town of Franklin where each trainee left with 2 Narcan Injectors. He noted his contact with the Medway Board of Health providing the support line phone number along with informational pamphlets.

All Selectmen were in agreement with the proposed training. ACTION ITEM Mr. Boynton: Coordination of implementation of Narcan training with the Fire and Police Chiefs.

**Selectman White moved that the Board approve the Narcan Training program. Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

### Appointment Considerations

*The Board reviewed correspondence from Jeanne Johnson, Cemetery Committee Chair and e-mail correspondence from candidate Rebecca Atwood confirming interest; e-mail correspondence from Mary Lou Stables, Council on Aging Chair and correspondence from both candidates confirming interest; e-mail correspondence from Carla Cataldo, Cultural Council Chair and candidate confirming interest; GATRA by-laws; e-mail correspondence from Jeanne Johnson, Historical Commission Chair and e-mail correspondence from candidate Craig Reynolds along with his letter of interest; e-mail correspondence from Sarah Stone, Medway Pride Day Chair and e-mail correspondence from Shannon Hodge confirming interest.*

Present: Cemetery Commission: Rebecca Atwood; Council on Aging: Ron Lane

Ms. Becky Atwood came forward at the request of Selectman White to review her interest in the Cemetery Commission. Ms. Atwood shared her history in the town and interest in specifically restoration efforts. The Selectmen requested she work with the Community Preservation Commission to investigate potential restoration efforts.

Mr. Ron Lane came forward at the request of Selectman White who stated that Ms. Charlene Tingley was traveling and unable to attend. Mr. Lane shared his interest in becoming a member of the Council on Aging and his history in the town. His main focus would be public relation efforts.

Karyl Wong came forward at the request of Selectman White sharing her interest in the Cultural Council and history in the town. She would like to focus her efforts on the projects provided grant money by the Council.

Town Administrator Boynton explained that the GATRA appointment is a one year appointment and Courtney Riley has been ill so is unable to attend this meeting.

Selectman White stated that Mr. Craig Reynolds has been attending meetings of the Historical Commission. He is unable to attend tonight as he has returned to college and had a scheduling conflict.

**Selectman Trindade moved that the Board appoint Ms. Atwood to the Cemetery Commission for a one-year term. Selectman Foresto seconded. No discussion. VOTE: 5-0-0.**

**Selectman Trindade moved that the Board appoint Mr. Lane and Ms. Tingley to the Council on Aging for three-year terms. Selectman Foresto seconded. No discussion. VOTE: 5-0-0.**

Selectman Trindade moved that the Board appoint Ms. Wong to the Cultural Council for a three-year term. Selectman Foresto seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board reappoint Ms. Riley as the Representative to the Greater Attleboro Taunton Regional Transit Authority for a one-year term. Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board appoint Mr. Reynolds to the Historical Commission for a three-year term. Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board appoint Ms. Hodge to the Medway Pride Day Committee for a one-year term. Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board reappoint Ms. Mercandetti as the Representative to the Metropolitan Area Planning Council for a one-year term. Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

**Approval – Contract with Barbato Construction Company Inc., for High School Storage Shed -\$71,000**  
*The Board reviewed the contract.*

Present: David D’Amico, Director, Department of Public Services

Town Administrator Boynton explained the funding for this item is repurposed unutilized funding that was part of the field project from the November 2015 Fall Town Meeting Articles 5 & 6. The purpose is replacement of the temporary storage trailers currently in use at the High School with a permanent structure.

Mr. D’Amico explained this funding includes the foundation and the building and is intended for High School sports equipment storage only. The scope of work is to provide the same functionality with no functional capabilities. The Board reviewed the location and specific structural plans. There was discussion regarding the efficacy of installation of a security system. ACTION ITEM Mr. D’Amico: Investigate the cost to tap into existing electrical conduits for potential security camera installation.

**Selectman Forest moved that the Board authorize the Chair to execute a contract with Barbato Construction Company Inc. in the amount of \$71,000 for the construction of a storage shed at Medway High School. Seconded by Selectman Trindade. No Discussion. VOTE: 5-0-0.**

**Authorization for Route 109 Project Expenditures – Town Administrator**  
*The Board reviewed the list of non-participating monetary items.*

Town Administrator Boynton provided an update of accounting to date of the \$500,000 approved at the Annual Town Meeting on May 15<sup>th</sup> of those non-participating project expenditures for the Route 109 project.

There was further discussion related to the type of signage including the ability to access the site for installation and the need to include the Design Review Committee in these plans.

**Selectman Foresto moved that the Board authorize the Town Administrator to approve expenditures not to exceed \$15,000 individually, and that each expenditure made be reported to the Board with a budgetary update of the \$500,000 appropriation approved by Town Meeting, and, further, that any expenditure exceeding \$15,000 shall first be presented to the Board of Selectmen for approval. Seconded by Selectmen Trindade: Vote: 5-0-0.**

The Selectmen requested a status update from Mr. D'Amico on the water filtration plan. The plan is anticipated to be available at the end of October. Town Administrator Boynton stated the street report will be available sooner than the end of October.

There was discussion regarding the format of the street reporting. The town will be divided into five sectors listed by priority based on severity of need with anticipated costs by fiscal year.

#### **Vote to close the November 13, 2017 Town Meeting Warrant on September 18, 2017**

Town Administrator Boynton reviewed the content of the draft warrant; approximately fourteen articles; five to six for zoning; others related to the property acquisitions the Board is debating in Executive Sessions; two for the parks program; one to be funded from the Community Preservation Commission and the other through the general fund; the unpaid bills article, and the matching funds for the Fire Safer grant. The Board requested a copy be provided prior to their next meeting. Town Administrator Boynton explained that the Department managers were given one more week to finalize their articles, hence the need to keep the warrant open until September 18, 2017.

**Selectman Foresto moved that the Board close the November 13, 2017 Fall Town Meeting Warrant on September 18, 2017. Seconded by Selectman Trindade. No discussion. VOTE: 5-0-0.**

#### **One-Day Liquor License Requests:**

*The Board reviewed the Police Chief Recommendations for the following events to be held at the Thayer Homestead: Sweta Girgenrath – September 20, 2017 ; Caitlin Piona – September 22, 2017; Heather Baressi & Joanne Garry – September 24, 2017; Heidi Baker & Bill Iuliano – October 14, 2017; Kristin DiMatteo- November 11, 2017; Victoria Dykens – November 26, 2017; and Jessica Valley – December 23, 2017.*

**Selectman Trindade moved that the Board approve one-day liquor licenses for Caitlin Piona, Heather Baressi and Joanne Garry, Heidi Baker and Bill Iuliano, Kristin DiMatteo, Victoria Dykens and Jessica Valley for events to be held at the Thayer Homestead on September 22, September 24, October 14, November 11, November 26 and December 23, 2017 respectively subject to Police Chief's recommendations and proof of appropriate insurance coverage; Seconded by Selectman Foresto.** Discussion: There was discussion about the information provided to the Selectman previously that was not available for this meeting. Selectman Crowley requested the actual applications continue to be provided moving forward. **(Selectman Crowley voted nay as the actual license applications were not provided.) VOTE: 4-1-0.**

Selectman Foresto requested information about any issues held at the Thayer House property from Chief Tingley. ACTION ITEM Ms. Potter: Request feedback from Chief Tingley regarding any incidents at Thayer House events.

**Action Items from Previous Meeting:**

*The Board reviewed the Action Items List.*

Selectman Crowley requested a status of the outstanding action items and an increase in frequency of these updates. Town Administrator Boynton provided updates as follows:

#4 DPS Facility Building Project: The one order of taking should be ready for presentation at the next Selectmen's meeting. The completed survey plan has been under review by the Cemetery Board for the past week.

#3 Cable license Renewal: The Verizon renewal is completed and the contract with Comcast is being finalized.

#2 Route 109 Project: This was discussed at this meeting. As an ongoing project, it will remain on the action item list until project completion.

#6 Benches: If they are not currently done, they should be done in the next 2 weeks. The Selectmen requested the history/story be communicated out to the residents.

#7 Urban Renewal Plan: The plan has been submitted and approved by the state. The Selectmen requested the Redevelopment Authority present the status and next steps to the Board within the next month. ACTION ITEM Town Administrator's Office: Arrange for this presentation at an upcoming Selectmen's Meeting.

#8 Chapter 90: Mr. D'Amico provided an update at this meeting.

#9 OPEB Trust Management: The draft was provided to the Board who determined this action will need to be addressed via the town charter with the additional need to set up a trust fund committee. Selectman Foresto stated he would be in contact with the committee. The Selectmen will give recommendations on charter changes.

#10 Water Loss: A leak was detected and repaired at the High School; further reporting is pending the impact of this repair.

#11 Centralized Water Treatment Options: Mr. D'Amico provided an update at this meeting. The report will be provided by the end of October.

#12 Tax title Taskforce: Town Administrator Boynton stated this has been established.

**Approval of Minutes:**

*The Board reviewed draft minutes from August 15, 2016, December 19, 2016 and January 3, 2017.*

**Selectman Trindade moved that the Board approve the minutes of August 15, 2016 as presented. Seconded by Selectman Foresto. No discussion. VOTE: 5-0-0.**

**Selectman Trindade moved that the Board approve the minutes of December 19, 2016 as presented. Seconded by Selectman Foresto. No discussion. VOTE: 5-0-0.**

**Selectman Trindade moved that the Board approve the minutes of January 3, 2017, as presented. Seconded by Selectman Foresto. No discussion. VOTE: 5-0-0.**

**Town Administrator's Report:**

Police Department Promotions: Town Administrator Boynton acknowledged and congratulated the recent promotions of Lieutenant David McSweeney and Sergeant John Meincke. Lieutenant McSweeney will serve as the lieutenant in charge of administration and the Police & Fire Communication Center. Sergeant Meincke will serve as a shift supervisor on the 11-7 and 3-11 shifts. Mr. Boynton acknowledged Office Rick Simard's retirement and will be working with Chief Tingley on his replacement.

The Route 109 Paving Project: Today's significant delay and Route 109 traffic backup was caused by the state's rejection of the first load of asphalt but since the road had been final graded and compacted this work needed to be completed today. There was discussion and concern for the timeline of removal of the Verizon street poles at Route 109 and Holliston Street. ACTION ITEM Mr. Boynton: Contact DPS to determine timeline for removal by Verizon.

EPFRAC Process: The first public hearing with the Planning Board was held with the resultant plan to go to bid at end of the month with the intent to include the bid in the Fall Town Meeting. There was discussion regarding the inclusion and cost of project oversight in to the current project plan and the potential need to request additional funds at the Fall Town Meeting. The Board requested this information to determine if project oversight is adequately funded. ACTION ITEM Ms. Potter: Provide the project funding oversight number.

Emergency Preparedness: Town Administrator Boynton discussed the enormity of this issue twenty-four hours per day/seven days per week/fifty-two weeks per year especially in light of what is currently occurring throughout the country noting we are actively watching Hurricane Jose. A meeting with Eversource on September twenty-eighth is scheduled to review their plans.

Town Administrator Boynton commended Chief Tingley, Sergeant's Reardon and Brennan and the rest of the Medway Policy personnel related to the incident on Goldenrod Drive stating they handled the incident very professionally and tactfully and acknowledged there was some inconvenience to all however the main goal was ensuring public safety. The Board agreed there is a certain protocol on sharing of information and handling this type of situation and commended the Police Department's actions.

Town Administrator Boynton announced the retirement of Fred Sibley in October after forty years of service to the Town.

Town Administrator Boynton reviewed with the Board the dates he would be out of the office through early November noting that Ms. Potter will be acting Town Administrator during that time.

**Selectmen's Reports:**

Selectman Crowley and the Board discussed the lack of the presence of other Board and Committee Liaisons at Selectmen's meetings. The Selectmen agreed Liaisons should be invited to update the Selectmen at meetings outside of budgetary specific meetings. ACTION ITEM Town Administrator's Office: Implement request for Board and Committee updates. The inability to hear audience questions and others at various meetings via Medway Cable was also discussed. ACTION ITEM Town Administrator's Office: Follow up with Medway Cable on this issue. Selectman Crowley requested that the Town Administrator look back to see if there are any dollars left over from any Town Meeting articles that can

be re-appropriated for future spending needs. ACTION ITEM Town Administrator's Office: Determine if there is any funding available from past Town Meeting Articles.

Selectman Trindade reported the MABA basketball 2017-2018 season opened with travel-team try-outs occurring over the next week to week and one half. He requested Board participation in the retirement planning efforts for Fred Sibley. He requested the scheduling of an All Boards meeting in show of appreciation for all their efforts. ACTION ITEM Town Administrator's Office: Schedule All Boards meeting.

Selectmen Foresto and Trindade requested a joint meeting with the School and Finance Committees. This is in process as part of the FY19 budget planning process. ACTION ITEM Town Administrator's Office: Schedule joint meeting with Finance Committee and School Committee.

Town Administrator Boynton stated the need for an Executive Session at the next meeting to review the Purchase and Sale of 158 Main Street. The meeting was scheduled to be part of the Tuesday, September 19, 2017 Workshop.

**At 8:10 PM Selectman Trindade moved to adjourn; Selectman Foresto seconded. No discussion.  
VOTE: 5-0-0.**

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