



## Town of Medway

### FINANCE COMMITTEE

155 Village Street  
Medway MA 02053

Tel: (508) 533-3200

Fax: (508) 533-3201

Wednesday, October 10, 2018 – 7:00 PM  
Sanford Hall, Town Hall  
155 Village Street

Present: Frank Rossi, Chair; Ellen Hillery, Clerk; Jeff O' Neill, Michael Schrader, Sue Segarra.

Absent: Dan Doherty, Todd Alessandri, Rohith Ashok, Jim Sullivan

Others Present: Michael Boynton, Town Administrator; Carol Pratt, Finance Director, Jeff Segarra, School Committee member

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At 7:03 PM Chairman Rossi called the meeting to order.

#### **2018 Fall Town Meeting Warrant – General Discussion**

*A draft Warrant for the 2018 Fall Town Meeting was reviewed.*

Article 13 – Charter Amendment: General Changes. Jeff Segarra was present to discuss this article, the changes and how they affect the Town Charter. This article changes names, spelling, grammar, fixing wording and deleting no longer relevant items. Gender changes have been made to make the charter more gender neutral. A summary list of the items changed was presented. Mr. Segarra explained the managing partner to the law firm of Medway's Town Counsel has consulted on all changes. The original charter, baseline amendments to the charter and the resulting document as proposed will be available for residents to review prior to Town Meeting.

Article 14 – Charter Amendment: Board of Selectmen. As Article 13 changes terms to gender neutral, the term "Selectmen" would need to be changed. The Selectmen were consulted. It was proposed to change to Select Board, as many towns use this title. The Selectmen prefer the title "Executive Board". The Article as written will change their title as requested.

Mr. Schrader thought it was odd that most changes have been made to coincide with other communities but, "Executive Board" is not used by any other Town. Mr. Segarra explained that "Executive Board" is very progressive and it describes what they do.

Article 15 – Charter Amendment: Parks and Recreation Commission. Article 15 proposes a structural change leaving three (3) elected members but adding two (2) members being appointed by the selectmen. Mr. Schrader pointed out this is a unique way to expand the commission. The elected members are community based by elections where the appointed are residents who would be appointed and those with experience would be sought out to help out the commission. It also allows the commission to expand quickly and not having to wait for the next election season. These charter changes are about keeping these Commission's healthy for the long term and helps to take the business burden off the three elected.

Article 16 – Charter Amendment: Board of Health. The composition of this group will become three (3) elected members with the addition of two (2) members appointed by the Board of Selectmen. Same as Article 15 above.

Article 17 – Charter Amendment: Water/Sewer Commission. This Article changes the Commission to and Advisory Board. Any business will go to the Director, Department of Public Works and the Selectmen will set the water rates. This will change to three (3) elected and two (2) appointed, to promote community involvement and a transparent process. Residents will have a place to go to report issues or make recommendations. Mr. Schrader asked who would do abatements? The Selectmen will take care of this process or may set it up so the Advisory Board could handle them

Article 18 – Charter Amendment: Town Clerk. Mr. Boynton reported that there is a movement in Massachusetts to change the Town Clerk position from an elected one to an appointed one. The responsibilities and need for knowledge is growing, qualified individuals are essential.

Article 1 – Repurpose Funds to Middle School Paving Project. This is an accounting process article. The school wanted to make some improvements to an area behind the school. This amount represents funds left in two previous projects, which can be repurposed for use for the another project. All agreed this is a good use of funds.

Article 2 – CPA Funds to Trail Improvements. This Article appropriates funds from the CPA funds to Medway Link Trail for the purpose of designing and construction remaining pieces to get across streams to get to Idylbrook.

Article 3 – Repurpose CPA Funds to Trail Improvements. This Article is transferring CPA funds to pay for information Kiosks on the trails.

Article 4 – CPA funds for Historic Register Application. To transfer funds from Community Preservation Historical Reserves to the Historical Commission. This transfer will help pay for a consulting firm to prepare an application and any requirements to submit the nomination of Evergreen Cemetery to the National Registry of Historic Places.

Article 5 – Transfer from Debt Service to DPS Facility. Transfer FY 2019 Debt Service Budget to fund DPS Facility Design and Project Management Services. Mr. Boynton explained that the committee meets next week to go over the drawings. He explained the offices will remain at the Middle School but the

new space will be DPS Garage, some storage and some office space. He explained most of the more expensive vehicles will be housed inside but some will be outside.

Article 6 – Free Cash Appropriation: Transfer to Debt Stabilization. We transferred money in the spring to fund the stabilization account, and this represents the second half of the desired amount. Over the next several years, the funds will be used to supplement the debt service costs of the Town.

Article 7 – Free Cash Appropriation: Capital and Other Items. A list of projects:

Sidewalk Tractor w/Plow, Blower & Boom Mower	DPS	\$190,000
Replace Heavy Duty Dump/Plow Truck 217	DPS	\$175,000
Replace Sander for Truck 212	DPS	\$20,000
Perimeter Fencing Idylbrook Field	DPS	\$21,000
Choate Park LED Sign	DPS	\$45,000
Green Communities Grant Match Funding	Various	\$31,020
Police Ballistic Vests	Police	\$21,725
Automated External Defibrillators	School	\$30,205

Split rail fence is being looked at for Idylbrook, Green Community Funding for an electric vehicle, senior center attic insulation, charging stations at Town Hall and the Library. 18 defibrillators will be placed in the schools and one at the high school baseball field.

The LED sign was discussed. Mr. Boynton explained his office and the police will have control over signage. He explained the sign will be large and protected to avoid vandalism.

Article 8 – Free Cash Appropriation to Street Acceptance Account. The Planning Board is cleaning up old projects, street acceptances etc. This will replenish previous funds spent on clean up. Mr. Boynton explained that many of these projects were from a time when it was easier for developers to walk away than to resolve the issues to finish up their project.

Article 9 – Create Receipts Reserved for Appropriation Special Revenue. This article is moving towards combining Fire and EMS to one budget and as a result will stop utilizing the general fund to supplement.

Article 10 – Reserve for Overlay Release: Transfer to EMS Receipts Reserved for Appropriation Special Revenue Account. This transfers revenue to the EMS Special Revenue Account.

Article 11 – Transfer to EMS Special Revenue Account. This will be used to supplement FY20 budget. Ambulance fees will start 7/1 and will be added to this account. Mr. Schrader asked if this should be self-sustaining with a full time staff. Mr. Boynton explained that the ambulances don't pay for themselves. The department grew but can't sustain with the full time staff.

Article 19 – Accept Sidewalk Easement: Mechanic Street It was explained this is the sidewalk right in front of the building.

Article 20 – Street Acceptance Land Conveyance and Infrastructure Acceptance: Candlewood and Island Road Subdivisions It was explained this is for the formal taking of roadways, layout and recording as a public way. These projects weren't completed by Spring TM. By taking care of these it helps the CH90 allotment. Mr. Boynton believes there are approximately 15 unaccepted roadways.

Article 21 – Grant Utility Easement: 76 Oakland St This article is for removal of the utility poles. The new utility lines will all be underground.

Article 22 – Amend General Bylaw: Accepting Gifts of Land for Various Purposes - This article allows the Board of Selectmen to accept land donated near parks and playgrounds, as well as easements, without having to go to Town Meeting for acceptance.

Article 23 – Zoning Bylaw Amendment: Adaptive Use Overlay District – This article allows a piece of property to become a museum

Article 24 – Zoning Bylaw Amendment: Multifamily Housing - It was suggested that Suzy Affleck-Childs be asked to come to the next meeting to discuss this Article in its entirety.

Mr. Rossi asked about the playground equipment article. Mr. Segarra explained the School Committee is still working on it.

There will be a public hearing on 10/24/18.

Mr. Boynton announced a workshop on 10/23/18 at 8am on the debt schedule. “Carol Pratt 101” with the Selectmen on Debt Schedule and then meet with the DPS Architect.

All were invited to a recognition event at Thayer House on 12/10/18 at 7pm for all committee and chairs.

The Selectmen will vote on establishing a Bylaw Review Committee for general bylaw review. This was required by the Town Charter in the years ending in 8 and 3.

Chairman’s report: Mr. Rossi attended a meeting at the High School regarding the weight room. The custodial revolving fund has paid to remove some walls, and do some painting. They are looking into purchase or lease new equipment. They are talking about hiring a strength and conditioning coach as well. Mr. O’Neill asked why this was not a capital project. It was explained that in the past some funding for staff was from the Alex Handy project and the rest is being considered through the school budget.

### **Review of Meeting Minutes**

*Draft Minutes from September 12, 2018 were reviewed.*

**Mr. Schrader made the motion to approve the minutes of September 12, 2018 as amended; Ms. Segarra seconded. Discussion: Page 5 Article 18 change to Mechanic, page 6 Article 21, change to Ide. VOTE: 5-0-0.**

### **Liaison Reports**

Community Preservation Committee -Ms. Hillery: At the CPC meeting she attended they spoke about trails and the cemetery as well as a creating a draft application for community groups to see if their projects qualify for CPC funding.

Council on Aging/Board of Health – Ms. Hillery has reached out to Courtney at the Senior Center as she thought she had some big ticket items. The driveway at the senior center was discussed. It will be widened as it's too narrow the way it is.

**Next Meeting**

The next meeting is a public hearing on 10/24/18. The regular meeting of the Finance Committee will be on Wednesday, November 14.

**At 8:35 PM Mr. O'Neill moved to adjourn; Ms. Hillery seconded. No discussion. VOTE: 5-0-0.**

*Respectfully submitted,  
Wendy Harrington*