



## Town of Medway

### FINANCE COMMITTEE

155 Village Street  
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Wednesday, October 11, 2023 – 7:00 PM  
Town Hall, Sanford Hall  
155 Village Street

Members Present: Brian Cowan, Chair; Sue Segarra, Vice Chair (arrived 7:12 PM); Ellen Hillery, Clerk; Bruce Carbone; Nick Fair (exited 8:36 PM); Will Lane; Jim Sullivan.

Absent: Chris Lagan, Michael Schrader.

Staff Present: Michael Boynton, Town Manager; Carol Pratt, Finance Director; Barbara Saint Andre, Director, Community and Economic Development

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#### **Call to Order**

At 7:03 PM Chairman Cowan called the meeting to order with seven members present. Members Chris Lagan and Michael Schrader were absent.

#### **1.0 Review of PEDB-related warrant articles for Fall Town Meeting**

*The committee reviewed the following information: (1) 2023 Fall Town Meeting Warrant; and (2) Summary of Planning and Zoning Articles provided by Barbara Saint Andre, Director, Community and Economic Development.*

Present: Barbara Saint Andre, Director, Community and Economic Development.

Ms. Saint Andre briefly introduced herself, noting that Mr. Rodenhiser had planned on attending but was called away on business. She reported that the Planning and Economic Development Board held its public hearing on October 3, and following the hearing, voted to recommend favorable Town Meeting action on all the articles under its jurisdiction:

#### **Article 24: Amend Zoning Bylaw: Schedule of Uses – BESS**

Last year three articles were passed, one of which amended previous sections. The attorney general rejected one of those amendments as a state statute had precedence. Given that, the Board modified the wording to reflect the state statute.

#### **Article 25: Amend Zoning Bylaw: Section 8.4 Open Space Residential Development**

This was an optional form of subdivision allowed on lots of ten acres or more. The purpose of this article is to remove provisions relative to three or more attached townhouses, convenience stores and community centers in Open Space Residential Developments. This bylaw has been on the books a long time and seldom used. It allows up to five attached townhouses, community center and other components. This type of housing is no longer utilized with the current emphasis being on single-family structures or duplexes.

Article 26: Amend Zoning Bylaw: Mitigation

This article seeks to modify language which allows the provision of sidewalks in conjunction with developments and eliminates the provision for mitigation payments for site plan applications. This provision was rarely utilized as other types of mitigation exist.

Article 27: Amend Zoning Bylaw: Kennel Definition

The language changed the number of dogs from three to four.

Article 28: Amend Zoning Bylaw: Housekeeping

Ms. Saint Andre noted that the Planning and Economic Development Board tries to do one housekeeping article at each Town Meeting. We keep a list throughout the year and then add them to the warrant. Ms. Saint Andre briefly reviewed each of the items.

Article 29: Amend Zoning Bylaw: EV Parking

Currently there is no signage for the parking of electric vehicles, restricting the use for that type of vehicle only while charging. This article will add appropriate signage. Mr. Fair noted that these spaces need to be farther away from handicap parking spaces so that charging cords do not impede those individuals from accessing their vehicles. Additionally, how will specifying EV parking spaces affect site plan regulations regarding required parking? Brief discussion followed.

Article 30: Amend Zoning Bylaw: Central Business District

A new development is soon coming to Main Street, and one of the concerns is the building height. Ms. Saint Andre described the current requirement, and explained the possible way it could be changed as part of the Special Permit process. She gave the example of increasing the building by one floor if doing so increases the amount of open space on the site. Brief discussion followed.

At this time, Ms. Saint Andre asked if she could speak to the Stormwater Management (Article 21). It has been on the books for some time. The Board reviewed it to eliminate or clarify minutiae for language that does not belong in a bylaw and instead in a regulation. Ultimately, the changes are intended to reflect best management practices in compliance with the State's Stormwater Regulations. It was noted that the bylaw change was reviewed by the Conservation Commission.

Mr. Boynton spoke briefly on the Street Acceptance (Article 31) which will fall to the Board for execution. Mr. Fair asked why streets are not accepted when the development is completed. Mr. Boynton explained that most of these actions are historic ones where the developer walked away when the construction was completed and forfeited the performance bond. In some cases, there is work to be finished relative to the roadways while sometimes the paperwork just wasn't submitted. The developer must relinquish control of the property in order for the roadway to be accepted, and until that time, the Town cannot make repairs to the roadway.

At 7:37 PM Ms. Saint Andre exited the meeting.

## **2.0 Review of remaining warrant articles for 2023 Fall Town Meeting**

*The committee reviewed the 2023 Fall Town Meeting Warrant, dated 10/5/2023.*

Present: Michael Boynton, Town Manager; Carol Pratt, Finance Director.

During this review, some articles had clarifying comments. All articles were reviewed and listed below:

Article 1: Prior Year Bills – Two unpaid bills to handle.

Article 2: Free Cash Transfer to Facility Stabilization Fund – \$4.67 million has been certified. We would like to put some into various funds to benefit the community, i.e., Capital Stabilization Fund.

Article 3: Free Cash Transfer to General Stabilization Fund

Article 4: CPA Funds: 158 Main Street Repair Design Work – The property is the Jacob Ide house, a historic property. There are some issues with the structure that would require application for exemptions for various things. It is our expectation to utilize the entire historic preservation fund to do the work.

Article 5: Transfer from Ambulance Receipts Fund to Purchase New Ambulance -- The first of two vehicles that will utilize ambulance funds. We are ordering two vehicles with anticipated spring 2024 delivery. One will be paid out of a grant fund which the second cannot be part of. Brief discussion followed during which it was noted that the trade-in value is \$5,000-7,000. Both of the current vehicles will reach their estimated end of use in the next year or two.

Article 6: Free Cash Transfer: Opioid Settlement Abatement Funding – This will be a joint effort led by the Health Department for eligible services, education, etc.

Article 7: Free Cash Transfer: Capital Items – Mr. Boynton reviewed the items in the list for a total of \$347,800.

Article 8: Borrowing: High School Culvert Replacement – Design

Article 9: Raise and Appropriate: Supplement FY24 Building Department Budget

Article 10: Raise and Appropriate: Supplement FY24 Unemployment Expense Account

Article 11: Repurpose Water Enterprise Borrowing -- \$374,850 is the new dollar amount for the article.

Article 12: Repurpose Monetary Articles – Town

Article 13: Repurpose Monetary Articles – School – This will be modified based on discussion with Select Board last night. A working group will examine the needs of the Burke School, and the funds allocated for this will be repurposed elsewhere.

Article 14: Accept MGL, Ch. 90, Sec. 20A, Parking Regulations – Sets up a Parking Clerk position to handle issues surrounding parking citations. This is related to the update of the Town's Traffic Rules and Regulations.

Article 15: Amend General Bylaws: Handicapped Parking

Article 16: Addition to General Bylaws: Vehicle Removal Authorization – Articles 14, 15 and 16 are recommended by the State to be handled as part of a local bylaw as a civil infraction and not criminal enforcement. Brief discussion followed.

Article 17: Addition to General Bylaws: Pedestrian Control Regulations

Article 18: Amend General Bylaws: Town Officers and their Duties – Clarifies composition of Affordable Housing Trust.

Article 19: Amend General Bylaws: Town Officers and Their Duties – Deletes section referring to a zoning review board which does not exist.

Article 20: Amend General Bylaws: Dog Bylaw – This article is intended to clarify dog ownership and add a provision for authority group such as Police and Animal Control. Judgment of "excessive" will be determined by the investigating office. Discussion followed.

Article 21: Amend General Bylaws: Stormwater Management and Land Disturbance

Article 22: Amend General Bylaws: New Tree Bylaw – After brief discussion, the committee will invite the Conservation Agent to come to October 25 meeting to discuss this article.

Article 23: Amend General Bylaws: New Noise Bylaw – adds section referring to noise by commercial entities, not residential property owners.

Article 31: Street Acceptance – High School Road

Article 32: Authorize Power Purchase Agreement – The School Department now has the ability to construct a solar facility, and this authorizes the Superintendent to enter into a lease agreement.

Article 33: Citizens' Petition: Firearm Discharge -- Mr. Boynton spoke briefly about the petition. Ms. Galliardt will get a copy of the petition from the Town Clerk.

At 8:31 PM Mr. Boynton and Ms. Pratt exited the meeting room.

### **3. Miscellaneous**

Chairman's Report – Chairman Cowan encouraged members to review the Select Board meeting last night relative to the discussion on the track repair. It was noted that, while the presentation was a good one, it was difficult to read online; Ms. Galliardt will see if a copy can be emailed out. Discussion followed on various points raised in the presentation.

Clerk's Report – No report.

Finalize Liaison Assignments – There was brief discussion on whether everyone was comfortable with their assignments; no changes were made, and the list will be posted on the committee's webpage.

### **4.0. Other Business**

Review/Approval of meeting minutes

*The committee reviewed draft minutes from September 13, 2023.*

**Mr. Sullivan made a motion to approve the September 13, 2023 minutes, as amended; Mr. Lane seconded. No discussion. VOTE: 6-0-0. It is noted that Mr. Fair had exited the meeting by this time.**

### **5.0 Upcoming Meetings**

Depending on the outcome of the October 25 public hearing and meeting, it is possible the November 8 regular meeting will not be necessary. The committee will meet at 6:30 PM on Monday, November 13 prior to the start of Fall Town Meeting for final Town Meeting tasks. The next regular meeting after that will be held in Sanford Hall at 7:00 PM on December 13.

### **Adjourn**

**At 8:48 PM Ms. Segarra made a motion to adjourn; Ms. Hillery seconded. No discussion. VOTE: 6-0-0.**

*Respectfully submitted,  
Jeanette Galliardt  
Night Board Secretary*