



Town of Medway

FINANCE COMMITTEE

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Wednesday, October 12, 2022 – 7:00 PM
Town Hall, Sanford Hall
155 Village Street

Present: Jim Sullivan, Chair; Brian Cowan, Vice Chair; Ellen Hillery, Clerk; Bruce Carbone; Michael Schrader; Sue Segarra.

Absent: Chris Lagan; Will Lane; Jeff O'Neill.

Staff Present: Michael Boynton, Town Manager; Carol Pratt, Finance Director; Susy Affleck-Childs, Planning and Economic Development Coordinator.

Others Present: Matt Hayes, Chair, Planning and Economic Development Board; Debi Rossi, Vice Chair, Master Plan Committee; Cindy Sullivan, School Committee liaison to Finance Committee.

Call to Order

At 7:00 PM Chairman Sullivan called the meeting to order with six members present.

1.0 Public Comment:

There being no members of the public wishing to address the committee, Chairman Sullivan closed the public comment period.

2.0 Review of PEDB-related warrant articles for Fall Town Meeting:

The following information was reviewed: (1) Updated Fall Town Meeting Warrant; and (2) Summary of Proposed PEDB-Sponsored Articles for the November 14, 2022 Town Meeting, dated October 12, 2022, prepared by the Planning and Economic Development Coordinator.

Present: Michael Boynton, Town Manager; Carol Pratt, Finance Director; Susy Affleck-Childs, Planning and Economic Development Coordinator; Matt Hayes, Chair, Planning and Economic Development Board; Debi Rossi, Vice Chair, Master Plan Committee.

Ms. Affleck-Childs introduced herself as did Ms. Rossi and Mr. Hayes. Ms. Affleck-Childs began her presentation by noting that she prepared the summary using the Draft warrant dated October 5, 2022, adding that the article numbers may have changed from previous versions of the warrant.

Article 12: Endorse Master Plan – Ms. Affleck-Childs briefly explained the process that the Master Plan Committee embraced for the past 18 months, noting that it was at about 26% complete in the overall process from inception to submission to the State for final approval.

Ms. Rossi thanked the Finance Committee for their input. As to priorities, she indicated that the Master Plan Committee did not prioritize things, instead focusing its energies on developing viable strategies and goals. The Action Plan at 126 pages breaks down areas into whether it was short- or long-term goal, identifying the source of funding, and other details. Each page specifies the responsible parties for each goal or strategy, and if one utilizes the spreadsheet, one can arrange the data from a financial perspective or other filtering option. Things were included in the Master Plan for a reason, and the Master Plan Committee members felt things could not or should not be arbitrarily deleted. She complimented the consultant staff, JM Goldson LLC, on their hard work and organizing of the process. They were very thoughtful, brought in some good ideas, and supported us in our efforts to connect with the community, especially during the pandemic.

Continuing, Ms. Rossi pointed out that terms like “promote”, or “foster” and other similar action verbs have no price tag associated with them, and instead indicates support for that particular item.

Mr. Hayes reiterated that because it is a ten-year plan, theorizing that there will be annual review of the Master Plan in that progress toward goals will be tracked.

Mr. Cowan was interested in where the financing numbers were determined. Ms. Affleck-Childs responded that there was a lot of guidance in this area from the consultants who work with a lot of communities, adding that the committee did not go out to seek pricings. There were also members of the committee with particular knowledge or expertise who may have contributed some insights. Brief discussion followed during which mention was made of a potentially costly project involving a community swimming pool.

Directing this question to Mr. Hayes, Mr. Cowan asked about the annual monitoring, and wanted to know if that was something that could go into the Annual Report each year. Ms. Affleck-Childs responded that it was discussed it with the consultant, adding that, for the last plan update in 2009, there was not an implementation committee which they plan to establish. Mr. Hayes pointed out that there are a number of long-term plans similar to this already established in the community, adding that tracking progress is a comprehensive and noteworthy process.

Ms. Hillery, speaking as the Finance Committee representative to the Master Plan Committee, noted that she enjoyed her time on the Committee, emphasizing that “we as a community should be very proud of this work”. Ms. Affleck-Childs pointed out that the experience also provided opportunity for the committee members to learn about other things outside of their own interests and expertise. Ms. Rossi added that the turnover of committee members was very little, and the consultants were impressed that our committee members really stuck with it for the full 18 months.

Mr. Schrader expressed his appreciation that the Master Plan was designed to preserve and protect what we have and not turn the community into full blown development.

Discussion followed. Ms. Affleck-Childs emphasized that a Master Plan must be updated every ten years, and generally the Town accomplishes about 80% of the goals outlined. Ms. Rossi reported that almost everyone wants to keep the cows that are currently on agricultural properties, adding that those properties are privately owned and the Town has no control over those properties. If a property owner wants to sell agricultural land for development, we cannot stop it; however, there are elements in the Master Plan that will help those farms remain farms.

Article 15: Amend Zoning Bylaw: Battery Energy Storage -- Ms. Affleck-Childs explained that this article offers amended language in selected sections, a result of work with the assistance of a consulting firm. The article establishes a two-tier system, depending on the size of the facility. Additional language may be amended at the PEDB meeting on October 17. A sample bylaw was borrowed from a New York agency who has developed a template or model bylaw, and we used this as our foundation. Brief discussion followed.

Article 16: Amend Zoning Bylaw: Schedule of Uses – BESS and Solar – This article amended the allowed uses for Battery Energy Storage Facilities and Solar Electric Installations within the Table of Uses under Industrial and Related Uses. These were deleted from the category of Electric Power Generation and placed under a new Tier 1 and Tier 2 as new categories as well as designate which zoning districts are impacted. Brief discussion followed during which an appeals process was reviewed, in such cases where property may have been purchased for the use before applying for a permit and being denied.

Article 17: Amend Zoning Bylaw: Schedule of Uses – The purpose of this article is to amend the Table of Uses in Section 5.4 to change the Special Permitting Authority to better manage respective boards' workloads (PEDB and ZBA).

Article 18: Amend Zoning Bylaw: Solar Electric Installations -- This article proposes a series of amendments as a result of recent court rulings which will make Medway's zoning bylaw conform to the state law while still protecting the community's health, welfare, safety and environment. The ruling, which was based on the City of Waltham, was deemed to be overly restrictive and in violation of state law.

Article 19: Amend Zoning Bylaw: Multi-Family Housing -- This will modify and add text relative to lot size for a multi-family building as well as the amount of land on any site available for this use. There is also additional language relative to parking requirements and architectural character of new construction.

Article 20: Amend Zoning Bylaw: Add New Section – Development Mitigation – This article proposed to add new section to require mitigation for various type of developments or projects approved under Special Permit regulations. Situations would include loss of carbon sequestration and forest habitat, disruption of trail networks, and disruption of historic resources, comparable to those specified for solar electric installations.

Article 21: Amend Zoning Bylaw: Add New Use – Contractor's Quarters – This article adds a new definition for Contractor's Quarters and amends the Table of Uses to specify where Contractor's Quarters are permitted. This use is presently not allowed anywhere in the community. The new provision would allow a building contractor to have space for office, showroom (i.e., cabinetmaker), limited assembly, and inside storage only. It reflects more of a small business approach rather than a large commercial building for warehousing.

Article 22: Amend Zoning Bylaw: Oak Grove and Central Business District – These two areas of the community need form-based zoning codes that are more design-oriented unique to their location and

development opportunities. This article clarifies the procedure for determining building types and associated dimensional requirements and adds a footnote/reference to additional information.

Article 23: Amend Zoning Bylaw: Housekeeping – This article reflects minor corrections including deletion of outdated references, correcting a reference and adding a new definition.

Article 24: Street Acceptance: Newton Lane – This subdivision was built in 2004 with a street that measures 991 linear feet. The Select Board will hold a public hearing on October 17 to “lay out” the roadway; the Planning and Economic Development Board will vote its recommendation for acceptance at its November 8 meeting. Once the street is accepted by the Town at Town Meeting, ownership is transferred from the developer to the Town. Ms. Pratt asked about the funding of this action as the language refers to funding, yet no mention is made of a vote to provide said funding. Mr. Boynton responded that a mechanism for that funding will need to be discussed, but a Street Acceptance fund already exists.

3.0 Review of remaining warrant articles for Fall Town Meeting Warrant including revisions, added or deleted articles:

The committee reviewed the 2022 Fall Town Meeting Warrant (Updated as of 10-5-2022).

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

Mr. Boynton reported that there was one new Article since the last Finance Committee meeting. He suggested holding off on discussion of Medway Block until the full Finance Committee is available as well as the people who were instrumental in this effort. He turned his attention to the remaining articles in the Warrant.

Article 5 – Raise and Appropriate: Fiscal Year 2023 DPW Budget – This article was added to offset higher fuel costs. Otherwise, any deficit will need to come from the Finance Committee Reserve Fund which could wipe it out.

Article 6: Prior Year Bills – There are two unpaid invoices from Fiscal Year 2022.

Article 7: Free Cash Transfer to Facility Stabilization Fund – Transfer \$1,000,000 from Certified Free Cash.

Article 8: Free Cash Transfer: Capital Items – Specifically, to provide funds to pay for the lights at the Pickle Ball Court/Tennis Courts at the high school.

Article 9 – Free Cash Transfer: Athletic Field Stabilization Fund – This is the authorization to transfer from Certified Free Cash the amount remaining in the Finance Committee Reserve Fund at the close of Fiscal Year 2022.

Article 10 – Fund Lead Water Line Study -- This is a new article. As part of the Lead and Copper Rule, we are required to certify our inventory.

Article 11 – Borrowing – Oakland Well Water Line to New Centralized Water Treatment Plant -- This is a new article. Haley and Ward is working on the design.

Article 13 – Amend General Bylaws: Permit/License Security – It was suggested to invite the Director of Community and Economic Development to speak to this article.

Article 14 – Amend General Bylaws: Building Demolition – This involves an update to the language, most notably, changing “building” to “structure”.

Article 25 – Citizens’ Petition: Voter ID -- This is a new article which would require that a photo ID be provided prior to voting in either an election or Town Meeting. It was suggested to invite one of the proponents to a meeting to provide background.

General discussion followed during which Mr. Boynton reported that the first payment of \$387,000 associated with the Host Community Agreement for the battery energy storage facility has been received. At 8:57 PM Town Manager Boynton and Ms. Pratt exited the meeting room.

4.0 Other Business:

Chairman’s Report – Chairman Sullivan noted there is a warrant article for Annual Town Meeting relative to a bylaw change regarding adding a Public Comment period to every meeting.

Clerk’s Report -- Ms. Hillery, Clerk, reported that there were no changes from last month.

Liaison Reports

Ms. Segarra reported she distributed the Parks and Recreation reports relative to field revenue and fees. She suggested that the committee invite someone from Parks to come to a future meeting to discuss and answer questions.

Mr. Cowan reported he and Ms. Segarra met with Dr. Pires, Superintendent of Schools, most notably about having budget conversations earlier in the year than previously. They will meet regularly with him.

5.0 Other Business: Review /Approval of meeting minutes

The committee reviewed the following information: Draft meeting minutes from September 14, 2022.

Ms. Hillery made a motion to approve the September 14, 2022 minutes, as amended; Mr. Carbone seconded. No discussion. VOTE: 6-0-0.

6.0 Upcoming Meetings:

The next meeting will be in conjunction with the public hearing relative to the Fall Town Meeting Warrant on October 26. The committee will also meet prior to Town Meeting on November 14 for any remaining votes on warrant articles and to assign motions. The December meeting will be on December 14.

7.0 Adjourn

At 9:06 PM Mr. Schrader made a motion to adjourn; Ms. Segarra seconded. No discussion. VOTE: 6-0-0.

*Respectfully submitted,
Jeanette Galliardt
Night Board Secretary*