

**Select Board Meeting
May 17, 2021 – 7:00 PM
Sanford Hall
155 Village Street**

Present: Glenn Trindade, Chair; Maryjane White, Vice-Chair; Richard D’Innocenzo, Clerk; Dennis Crowley, Member; John Foresto, Member.

Staff Present: Michael Boynton, Town Manager; Allison Potter, Assistant Town Manager; Barbara Saint Andre, Community and Economic Development Director; Sandy Johnston, Communications Director.

Participated Remotely: Todd Alessandri, Chair, Finance Committee.

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

Public Comments: Karen Henneberry of 16 Old Summer Street stated she had a concern about the tax bills, specifically with the statement “prior year bills are past due”. She explained the tax bills are printed before the due date of the water bill; therefore, this statement is not correct and misleading. If you have not paid your water bill as of the time the tax bills are printed, it may not actually be past due. She is requesting that this be changed. Mr. Boynton stated that he will follow-up with the Treasurer/Collector tomorrow regarding her concern.

Approval of Minutes: May 3 and 10, 2021

The Board reviewed the draft minutes of May 3 and 10, 2021.

Mr. Foresto moved that the Board approve the minutes of May 3, and May 10, 2021. Ms. White seconded. Discussion: Relative to the May 3rd minutes, Mr. Crowley referenced page two, line 55 requesting the following be changed to “after winning the small division tournament, then won the large division tournament as well beating Ashland 3-0”. He further reference page five, line 206 requesting that Friends and Family be capitalized. **VOTE: 5-0-0.**

Approval of Fiscal Year (FY) 2022 Enterprise Indirect Cost Allocations

The Board reviewed the proposed FY22 enterprise indirect cost allocations document.

Mr. Trindade requested that this agenda item be postponed to the next Select Board meeting to allow for sufficient time for review by the Board.

Consent to Community Economic Development Assistance Corporation (CEDAC) Bridge Loan for Glen Brook Way Apartments LLC

The Board reviewed the (1) loan agreement, and (2) promissory note.

Ms. Saint Andre stated the Glen Brook Way development delay of Federal and State funding require a bridge loan, which CEDAC agreed to provide. Because the Town is one of the lenders for this project, it must consent to this loan. The Affordably Housing Trust has already voted to consent and signed off. Mr. Crowley asked if the Board of Selectmen terminology is correct. Mr. Trindade confirmed, as for legal purposes, we are still technically called Board of Selectmen until the Town Charter is officially changed.

Mr. Foresto moved that the Board consent to the loan agreement dated May 2021 between Community Economic Development Assistance Corporation ("CEDAC") and Glen Brook Way Apartments, LLC, and authorize the Chair to execute the consent to the loan agreement. Dr. D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

Mr. Boynton requested that Ms. Saint Andre provide a quick update on Housing Choice to the Board. Ms. Saint Andre stated her department has completed the Community Growth One-Stop application for funding to be utilized for sidewalks and Oak Grove land acquisitions. This includes the following: (1) construction, design, and engineering for the sidewalk on West Street from the Glen Brook Way apartments down to the Main and Summer Street intersection, including some street improvements inclusive of areas near Beech Street, noting that we received \$40,000 for the design and engineering, which will be under way fairly soon, (2) design for the sidewalk from Richard Road to Lee Lane on Main Street, as there is a gap on the sidewalk that does not meet current standards, (3) funds to assist with the Oak Grove land acquisitions, and (4) preparation of a business guide for the Town. Mr. Boynton stated that we have funds from the 39 Main Street project, but this work will help tremendously in the future and commended Ms. Saint Andre on her efforts. He requested a presentation at the next Select Board meeting from the Department of Public Works (DPW) on potential sidewalk design layouts.

Mr. Crowley asked if this would complete on the sidewalk from Millis to Holliston Street. Ms. Saint Andre confirmed.

Vote: Request Home Rule Legislation – Select Board Name Change in Medway Charter

The Board reviewed the proposed Medway Charter changes.

Mr. Trindade stated since this was approved at Annual Town Meeting. The Select Board now needs to take action to forward this to our Legislators for final implementation. Mr. Boynton reminded all that the legislation was drafted by Town Counsel back in late December, was submitted to the Governor’s office which rejected the idea of a Governor’s bill. This is the same legislation. Following the Select Board vote, this will be transmitted to Representatives Roy and Murray on the House side to file the bill noting we will carbon copy Senator Spilka and participate as needed/requested.

Mr. Foresto moved that the Board vote to transmit a Home Rule Petition request to Representatives Jeffrey Roy and Brian Murray for the Medway Charter changes as presented. Ms. White seconded. No discussion. VOTE: 5-0-0.

One-Day Liquor License Applications:

- **Richard MacDougall – Thayer Homestead – 6/5/2021**
- **Trisha Gillcrist – Thayer Homestead – 6/6/2021**
- **Susan Childers – Thayer Homestead – 6/12/2021**

The Board reviewed the Police Lieutenant’s recommendations for Richard MacDougall, Trisha Gillcrist, and Susan Childers.

Mr. Trindade explained these one-day alcohol licenses are needed for those having events at Thayer if the renters are serving liquor.

Mr. Foresto moved that the Board approve the one-day liquor applications as presented subject to the Police Lieutenant’s recommendations and proof of appropriate insurance coverage. Ms. White seconded. No discussion. VOTE: 5-0-0.

Action Items from Previous Meeting

The Board reviewed the (1) action items dated March 15, 2021, and (2) Water Treatment Facility Project April status report.

Begin Planning Use of 123 Holliston Street: Mr. Crowley stated this is due in June and wants to make sure that this is on target. Mr. Boynton stated the plan was to include the assessment of this building as part of the Facility Study Committee charge noting that we still need to identify a Citizen at Large member. Mr. Crowley stated he did not agree with this process and asked for a timeline on the plan from this committee. Mr. Foresto stated that this must be looked at and incorporated into a plan along with all of the other facilities that need to be addressed. It was noted that Mr. Trindade is the chair of this committee. There was further discussion on how this process would proceed. Mr. Crowley stated his concern that two years from now we may still not know what we will be doing with the facility.

Town Manager's Report

There were no items for the Board to review.

COVID Update:

- Vaccine Update – 25 Shots of J&J Available – 18 & Older – Mr. Boynton stated that we have 25 doses of the J&J vaccines available to residents 18 and older. He directed anyone interested to contact the Board of Health noting this is on a first come first serve basis. Due to the success of the vaccinations in the State, the Governor has declared that COVID restrictions will be lifted on May 29th and every sector can return to 100% capacity.
- May 29th Changes:
 - Mask Guidance—Mr. Boynton stated the Town will observe the new guidance. Those vaccinated no longer need to wear a mask, however, those not vaccinated will need to wear a mask noting there will be signage to that effect. On public transportation, masks must be worn. It will be acceptable if anyone desires to continue to wear a mask and the plastic counter barriers will remain.
 - Town Operations
 - Senior Center & Buses— Mr. Boynton stated that the Senior Center will return to 100% capacity as of June 1st noting we are waiting on the Board of Health to determine specific requirements for the buses.
 - Library— Mr. Boynton stated that he spoke with the Library Director and they are reviewing their vaccination efforts for their staff, but he is encouraging them to open.
 - Public Meetings – June 1st Return to In-Person (Cease Remote) — Mr. Boynton stated that the intent is to return to in-person meetings effective June 1st and reiterated the mask mandate.
 - Outdoor Dining – 60 Days AFTER State of Emergency Lifting— Mr. Boynton noted that this would result in this ending as of August 15th and asked if the Board would like to extend this time period. After further discussion, the Board agreed to extend this time period through October 31st. Mr. Boynton stated that those with alcohol licenses are under the jurisdiction of the Alcoholic Beverage Control Commission (ABCC) and we must follow their regulations. Mr. Trindade suggested a letter be sent to the ABCC proactively to request this be extended. Mr. Crowley agreed and would like to consider continuing this further into the future. Mr. Boynton suggested conferring with the PEDB to see if a zoning change would be required in order to allow this to continue. It would then be up to the licensees to apply for an alteration of premises with the ABCC. Mr.

Crowley requested that if the zoning needs to be amended that this be ready for the November Town Meeting.

- Memorial Day Ceremony – Committee Outreach with Dennis – Mr. Crowley reported that he just spoke with the Committee and the parade was cancelled but they are now considering having it if the bands are available. If the bands are not available, they will not have the parade and have the ceremony at Matondi square.
- Medway Family Day – Mr. Crowley reported that he spoke to Carole Bernstein who stated that they plan to postpone this until next year as it costs \$25,000 to \$30,000, the Town provides \$15,000 towards this amount, and most of their donors have already allocated these donations to other charities. It would also be difficult to line up all of the vendors, the band, and fireworks. Mr. Foresto suggested that we just have the band and fireworks. Mr. Crowley asked that Mr. Foresto reach out to Ms. Bernstein to determine efficacy of this option.

Sewer Capacity – Inflow and Infiltration and Ongoing Franklin Discussions: Mr. Boynton stated Water Superintendent Smith has identified a vendor to make the repairs on the identified 75,000-100,000 gallons per day of inflow and infiltration. He stated Mr. Crowley participated in a discussion with Franklin for possible procurement of sewer capacity and they are still reviewing options.

MEMORIAL DAY HOLIDAY – MAY 31 – TOWN OFFICES CLOSED: Mr. Boynton stated Town Hall will be closed for the Memorial Day holiday.

Town Manager Out of the Office: Mr. Boynton he will be out of the office as follows:

- May 19 – May 31 - Vacation

NEXT Regular Select Board Meeting – Monday, June 7, 2021.

Select Board's Reports

There were no items for the Board to review.

Mr. Foresto stated the Water Treatment Facility Committee met last Thursday with the Owner's Project Manager (OPM) and the designer, Wright Pierce, following a meeting with Town administration and they presented a number of potential versions for the facility. Mr. Boynton stated the plan was scaled back including decreasing the garage to four bays, decreasing the size of the administration area, and addressing a better plan for abutting neighbors. Mr. Foresto reported that ten feet was added to the building to deal with per- and polyfluoroalkyl substances (PFAS), as it is still too early to know what technology will be available to handle PFAS. He stated that there may be funding opportunities due to COVID related costs so we will be filing for that when filing with the State for a zero percent loan. Mr. Boynton stated this would be included in the American Recovery Plan. He then reviewed current status of American Recovery Plan and the potential for distribution of funds. He commended Norfolk County Commissioner Shea on his efforts to determine what qualifies for funding and the intent to forward this to towns noting Medway could potentially receive \$3.2 million. Mr. Boynton reported that only three types of infrastructure projects are eligible for funding: water, sewer, and broadband. He noted that certain lost revenues can also be recovered from December 31, 2020 through 2024 but more information is needed to determine the specifics. Mr. Boynton commended the work of the Finance Team, Dr. Pires, and Ms. Potter on all of their additional workload related to COVID, as well as Communications on keeping our residents up to date. Mr. Crowley asked for the breakdown of the potential \$3.2 million. Mr. Boynton stated \$1.3 million would be from the direct per person

appropriation and \$2.6 million from Norfolk County. He further explained how counties work in the northeast, as it differs from the rest of the country.

Mr. Crowley asked if the finance team could look at the possible tax revenue over the next three years due to the four current projects, including Salmon, Glen Brook, Timer Crest, and 39 Main Street, for planning purposes. He stated that he has heard concern that growth is out of control and pointed out that 500 units are being built under 40B, which is State mandated and, therefore, beyond the control of the Town and that the Town must supply water and sewer to a 40B development by State mandate. He noted that since we have reached our target for affordable housing, we do not have to accept any more 40Bs. Mr. Crowley asked about the status of the negotiated \$2million payment to the Town from 39 Main Street, a friendly 40B. Mr. Boynton stated that we had received a payment of \$450,000 and last week received the rest of the payment of \$1, 550,000. He explained that \$1million was for water needs, \$350,000 for sewer needs, and the remainder for sidewalks. Mr. Crowley asked for confirmation they have made full payment of this amount. Mr. Boynton confirmed. Mr. Crowley asked for confirmation that these funds are in special revenue accounts. Mr. Boynton confirmed noting that Select Board approval is needed to expend funds from these accounts. Mr. Boynton addressed the concern that Medway is changing stating the Mr. Crowley is spot on. He noted that he grew up in this area, and it has changed for the better with more services available to the community. He reviewed the explosive 1988-1995 growth and the resultant need for new schools and additional infrastructure. He stated that enrollment in schools has declined, we have been under new State mandates, and the 40B requirement for last twenty-five years. He stated the Town has been proactive in the last four to five years to make sure the Town is not dealing with out-of-control growth. He stated failure to do what the Select Board, PEDB, and Zoning Board have done proactively to deal with 40B development would have translated into 1,100 to 1,200 more single family homes. The Town has good, solid, proactive measures in place to contain growth as much as possible.

Ms. White reminded everyone of the election tomorrow from 7am to 8pm and that the Garden Club will have a plant sale at the Recycling Center next Saturday, May 22nd at 9am. They use this money to plant in front of the Fire and Police Stations, as well as the islands on Holliston and Main Streets.

Mr. Crowley reported that the Lions Club is sponsoring a free shredding event at the Middle School this Saturday from 9am – 12pm. He noted that Bags for Hunger were given out this past Saturday and will be picked up next Saturday by the Lions and encouraged those who are able to donate.

Mr. Trindade stated this is Dr. D’Innocenzo’s last meeting as a Select Board member noting that over the last nine years he has mastered juggling his roles as an oral surgeon, professor at Boston University Medical School, duties as a member of Select Board, and Chair of EPFRAC, which implemented projects at the High School, Middle School, and playgrounds. He stated it was his honor and privilege to serve with him and he will be missed. Mr. Foresto stated he was impressed with his calm, confidence, and knowledge and thanked him for his efforts. Mr. Crowley stated that when Rick speaks people listen and it is spot on, noting he is the guy behind the scenes that does the work, and he appreciated his friendship and loyalty to the Town. Ms. White reiterated the rest of the Board’s comments. Mr. Boynton stated Town staff have been spoiled due to the continuity on this Select Board stating this is the best Board he has worked with and it has been remarkable to work with the same Board for his seven years. He echoed Mr. Crowley’s statements and thanked Rick for his effort and commitment as well as each and every Board member.

Dr. D’Innocenzo thanked the citizens for providing him the privilege of being a Select Board member. He feels a lot has been accomplished in the last nine years including the Thayer renovation, Route 109

project, parks projects, Middle School tennis courts, new DPW facility, roads and sidewalks, water projects, and affordable housing. He stated this work could not have been done without the help of the Town Manager and staff as well as all of the boards, committees, and the residents for voting at Town Meeting for these projects. He stated that the Board always looked at each vote as to what was best for the Town. He also thanked his wife and children for their support. Lastly, he stated that your vote does count, so please vote tomorrow.

At 8:01 PM, Dr. D’Innocenzo moved to adjourn. Ms. White seconded. VOTE: 5-0-0.

Respectfully submitted,
Liz Langley
Executive Assistant
Town Manager’s Office