

TOWN OF MEDWAY, MASSACHUSETTS 2017 ANNUAL TOWN REPORT



BOARD OF SELECTMEN

Maryjane White, Chairman

Richard D’Innocenzo, Vice Chairman

Dennis Crowley, Clerk

John Foresto

Glenn Trindade

TOWN ADMINISTRATOR

Michael Boynton

IN MEMORIAM

Robert Erving Clough

Anna M. Repucci



Table of Contents

Community Profile	4
Town Organization	5
Boards, Commissions, Committees	6
Officers of the United States	7
Officers of the Commonwealth	7
Elected Officers	8
Boards, Commissions, Committees	9
Meeting Schedule	12
Appointed Officers	13
Public Safety	15
Town Employees	17
Town Reports—General Administration	
<i>Finance Department</i>	19
Board of Assessors	19
Treasurer/Collector	20
Finance Director/ Town Accountant	23
Informational Services	26
Town Clerk	28

Town Reports – Public Safety

Board of Health	95
Building Department	96
Fire Department/EMS	98
Police Department	102
Police/Fire Communications	112

Town Reports – Public Services

Department of Public Services	113
-------------------------------	------------

Town Reports – Community Services

Charles River Pollution Control	127
Community Preservation	128
Conservation Commission	130
Capital Improvement	133
Council on Aging	134
Economic Development	136
Design Review	138
Norfolk County Mosquito Control	140
Norfolk County Registry of Deeds	141
Open Space Committee	144



Table of Contents (Continued)

Town Reports – Community Services (Continued)

Planning and Economic Development Board	145
Redevelopment Authority	155
Medway Pride Day	156
Zoning Board of Appeals	158

Medway School District

Superintendent's Report	160
Elementary Schools	161
Middle School	164
High School	165
Student Services	167
Athletic Department	168
Wellness Department	170
Community Education	171
Class of 2017	173

Tri-County Regional Vocational Technical School

176

Volunteer Application

187

Telephone Numbers

188



Community Profile

Incorporated

- 1713

Land Area

- 11.54 square miles

County

- Norfolk

Population

- 13,400

Form of Government

- Town Administrator
- Five-member Board of Selectmen
- Open Town Meeting

**FY2017 Tax Rate Per
Thousand – \$17.92**

**2017 Average Single Home
Value - \$391,838**

**To find out more about
Medway's municipal services,
please visit**

www.townofmedway.org

Town Offices

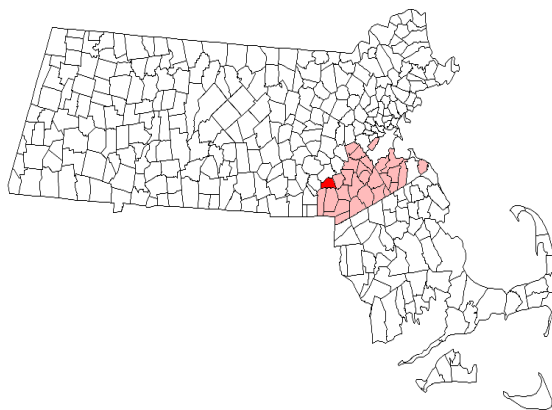
155 Village Street

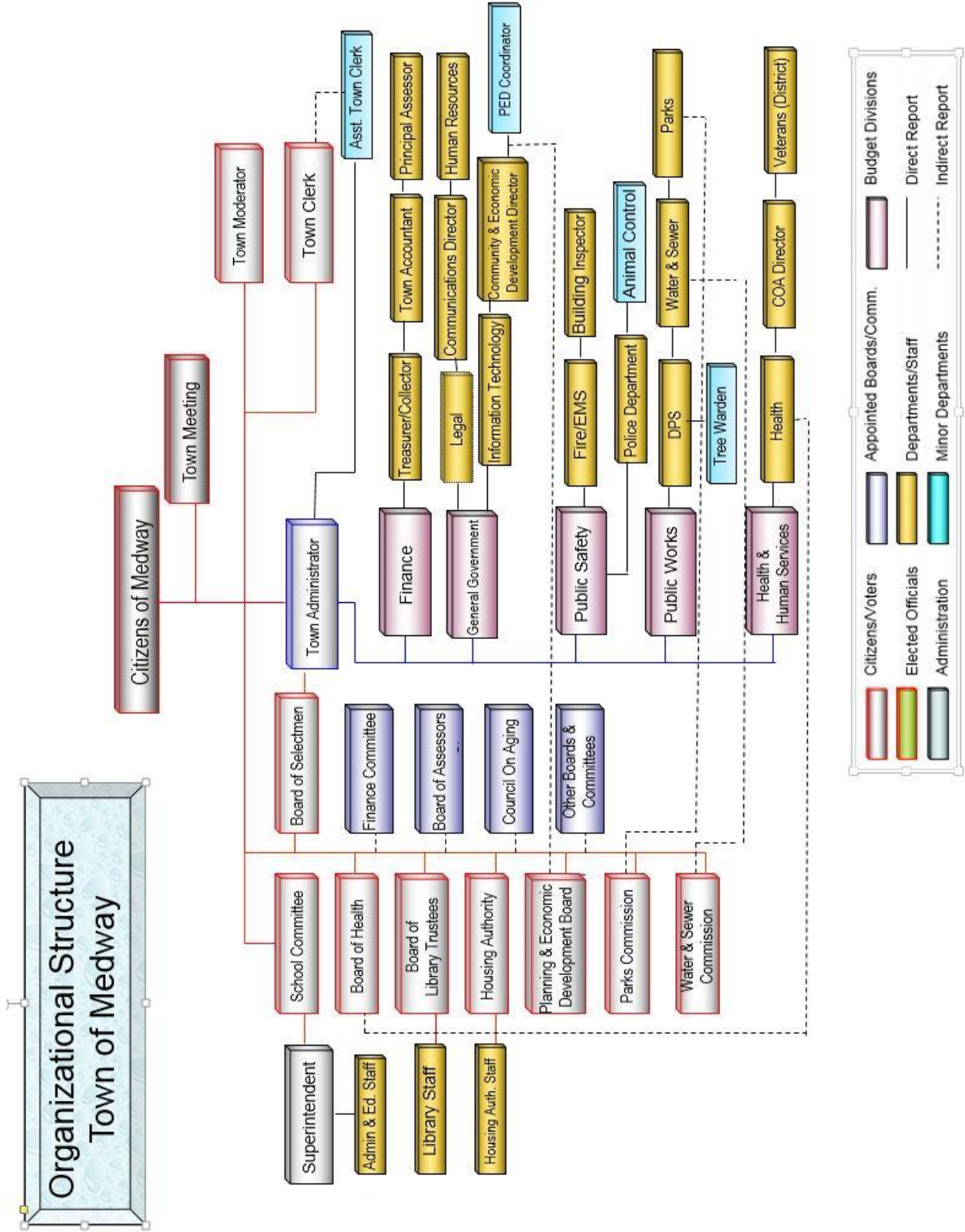
Medway, MA 02053

Phone – (508) 533-3264

Fax – (508) 321-4988

ta@townofmedway.org







Boards, Commissions and Committees





Officers of the United States of America

President

Donald J. Trump

Vice President

Michael R. Pence

Senators

Edward Markey

Elizabeth Warren

Congressman

Joseph P. Kennedy III



Officers of the Commonwealth of Massachusetts

Governor

Charles Baker

Lieutenant Governor

Karen Polito

Secretary of the Commonwealth

William F. Galvin

Treasurer

Deborah Goldberg

Attorney General

Maura Healey

Auditor

Suzanne M. Bump

State Senator

Karen E. Spilka

State Representatives

Brian Murray

Jeffrey Roy



Elected Officers

Board of Health

Michael Heavey
Eric Lindstrom
Jack Mill

Board of Selectmen

Dennis Crowley
Richard D’Innocenzo
John Foresto
Glenn Trindade
Maryjane White

Housing Authority

Donald Burnham
Robert Ferrari
Michael Matondi
Mary O’Leary
Alison Slack

Library Board of Trustees

Susan Alessandri
Diane Burkhardt
Karen Kassel
Chris Monahan
Cheryl MacNeil
John Scott Smith

Town Moderator

Mark Cerel

Parks Commission

Paul Mahoney
Sean Murphy
Michael Tudino

Planning and Economic Development Board

Thomas Gay
Richard Di Iulio
Matthew Hayes
Andy Rodenhiser
Bob Tucker

Redevelopment Authority

Douglas Downing
Michael Griffin
Andy Rodenhiser
Rori Stumpf
Paul Yorkis

School Committee

Diane Borgatti
Susan Dietrich
Anh Le
Jeffrey Segarra
Cynthia Sullivan

Town Clerk

Maryjane White

Water/Sewer Commission

Francis (Ted) Kenney
Leo O’Rourke
Barry Zide



Boards, Commissions and Committees

Affordable Housing Committee

Robert Ferrari
Judi LaPan
Mike Leone
Teresa O'Brien
John Parlee
Sue Rorke
Alison Slack

Affordable Housing Trust

Judi LaPan
John Maguire
John Parlee
Ann Sherry
Glenn Trindade

Agricultural Committee

Paul Atwood
Alison Dempsey
Bruce Hamblin
Michael Kassel
Margaret Perkins

Board of Assessors

Carol Niedbala
Cristina Sauer
Lindsie Tosca

Board of Registrars

Judith Lane
Christine Lorenzen
Florence Mucci

Cable Advisory Committee

Richard Boucher
John Foresto
Robert O'Neill
Glenn Trindade
Shelley Wieler

Capital Improvement Planning Committee

Tracy Malcolm
Lenny Mitchell
Kelly O'Rourke
Sarah Raposa
Debi Rossi

Cemetery Commission

Bruce Hamblin
Jeanne Johnson
Karyl Wong

Charter Review Committee

Matthew McCabe
Jeff O'Neill
John Robinson
Jeff Segarra
John Scott Smith

Community Preservation Commission

Mark Cerel
Tom Emero
Matthew Hayes
Ellen Hillery
Gene Liscombe
Paul Mahoney
Alison Slack
David Travalini
James Wieler
Tina Wright

Conservation Commission

David Blackwell
Dayna Gill
Ken McKay
Margery Queenan*
Scott Salvucci
David Travalini
Brian Snow

Constables

Gary Eklund
William Pride
Paul Trufant



Boards, Commissions and Committees (Continued)

Council on Aging

Mary Anderson
William Caton
Veronica Clark
Paul DeSimone
Nanette Glenney
Siri Krishna Khalsa
Judy Lane
Ron Lane
Grace Rossetti
Charlene Tingley
Mary Lou Staples

Design Review Committee

Matthew Buckley
Jessica Chabot
Dan Connolly
Tom Gay
Seth Kendall
Alex Kevork
Rachel Walsh

Economic Development Committee

Richard Di Iulio
Deanna Kaiser Doughty
Scott Habeeb
Jennifer Kendall
Zachary Knowlton
Hugh McKinnon
Keith Peden
Anthony Varrichione
Paul Yorkis

Evaluation of Parks, Fields and Recreation Areas Committee

David Blackwell
Alex Burinsky *Term expired 6/30/17
Richard D'Innocenzo
Michael Francis
Ellen Hillery
Paul Mahoney
Karin MacLeod

Evaluation of Parks, Fields and Recreation Areas Committee (Continued)

Cathy Morgan
Robert Pearl
Cheryl Richardson
Michael Schrader
David Travalini
Mike Tudino

Finance Committee

Todd Alessandri
Rohith Ashok
Dan Doherty
Ellen Hillery
Jeff O'Neill
Frank Rossi
Michael Schrader
Susan Segarra
Jim Sullivan

Historical Commission

Bruce Hamblin
Cher Hamilton
Jeanne Johnson
Eugene Liscomb
Craig Reynolds
Paul Russell

Medway Christmas Parade Committee

Scott Guyette
Richard Parrella
Allen Tingley
Susan Tingley

Medway Cultural Council

Carla Cataldo
Gail Hachenberg
Melissa Kelley
Winnie Nayak
Karyl Wong



Boards, Commissions and Committees (Continued)

Medway Housing Authority

Donald Burnham
Robert Ferrari
Helen Luccio
Michael Matondi
Mary O'Leary
Alison Slack
Sheila Souza

Medway Pride Day Committee

Susan Alessandri
Shannon Hodge
Jennifer Pavlov
Sarah Stone

Memorial Committee

Peter Ciolek
Douglas Downing
John Larney
Michael Matondi
Richard Parrella
Robert Saleski
Allen Tingley
Paul Trufant

Open Space Committee

Mike Francis
Bruce Hamblin
Denise Legee
Charlie Ross
Jim Wickis
Joanne Williams
Tina Wright

Redevelopment Authority

Douglas Downing
Michael Griffin
Andy Rodenhiser
Rori Stumpf
Paul Yorkis, State appointee

Route 109 Advisory Committee

Matthew Buckley
Dennis Crowley
Matthew Hayes
Dan Hooper
Maryjane White
Paul Yorkis

Thayer Property Governance Committee

Dennis Crowley
John Foresto
Carl Rice

Town-Wide Energy Committee

Carey Bergeron
Matt DeSorbo
Sebastian Downs*
Larry Ellsworth
Paul Mahoney
Jeff Segarra
Shelley Wieler

Zoning Board of Appeals

Eric Arbeene
Carol Gould
Bridgette Kelly
Rori Stumpf
Brain White

* No longer active committee member

MEETING SCHEDULE

Annual Town Election	May 16, 2017
Annual Town Meeting	May 8, 2017
Fall Town Meeting	November 13, 2017
Affordable Housing Committee	4 th Wednesday of each month – 7:00PM/Sanford Hall
Affordable Housing Trust	4 th Wednesday of each month – 7:00PM/Sanford Hall
Agricultural Committee	Monthly – Wednesdays (dates vary) – 7:30PM/Library
Board of Assessors	Dates/Times vary – Assessors Office
Board of Health	2 nd and 4 th Monday of each month – 7:00PM/Library
Board of Selectmen	1 st and 3 rd Monday of each month – 7:00/Sanford Hall
Capital Improvement Planning Committee	2 nd and 4 th Tuesday of each month – 7:00PM/Senior Center
Cemetery Commission	4 th Wednesday of each month – 7:00PM/Sanford Hall
Community Preservation Committee	1 st Monday of each month – 7:30PM/High School Library
Conservation Commission	2 nd and 4 th Thursday of each month – 7:30PM/Sanford Hall
Council on Aging	2 nd Tuesday of each month – 2:00PM/Senior Center
Cultural Council	1 st Tuesday every other month – 7:00PM/Library
Design Review Committee	1 st and 3 rd Monday of each month – 7:00PM/Library
Economic Development Committee	1 st Tuesday of each month – 7:00PM/Senior Center
Finance Committee	2 nd Wednesday of each month – 7:00PM/Sanford Hall
Historical Commission	1 st Wednesday of each month – 7:30PM/Historical Society
Housing Authority	As posted – Management Office, Mahan Circle
Library Board of Trustees	1 st Tuesday of each month – 7:00PM/Library
Open Space Committee	1 st Tuesday of each month – 7:00PM/Senior Center
Parks and Recreation Commission	Last Wednesday of each month – 6:30/High School
Planning and Economic Development Board	2 nd and 4 th Tuesday of each month – 7:00PM/Sanford Hall
School Committee	1 st and 3 rd Thursday of each month – 7:00PM/Middle School
Town-wide Energy Committee	3 rd Wednesday of each month – 7:30PM/High School
Water and Sewer Commission	Monthly - Mondays (dates vary) – 5:00PM/DPS Office
Zoning Board of Appeals	1 st and 3 rd Wednesday of each month – 7:30PM/Sanford Hall

** Note these are general meeting guidelines subject to change – additional/canceled meetings, alternative times and locations.



Appointed Officers

Town Accountant

Carol Pratt

Town Administrator

Michael Boynton

Assistant Town Administrator

Allison Potter

Animal Control Officer

Brenda Hamelin

Assessor

Donna Greenwood

Communications

Mary Becotte

Community & Economic Development Director

Stephanie Mercandetti

Community Housing Coordinator

J. Douglas Havens

Conservation Agent

Bridget Graziano

Council on Aging Director

Courtney Riley

Department of Public Services Director

David D'Amico

Emergency Management Director

Chief Allen M. Tingley

Fence Viewer

Allen Tingley

Fire Chief

Jeffrey Lynch

Health Agent

Beth Hallal

Human Resources Coordinator

Katherine Bird

Information Technology Director

Richard Boucher

Inspector of Buildings/ Zoning Enforcement Officer

John Mee

Labor Counsel

Kevin Feeley, Jr

On-Call Building Inspector

John Naff

Planning Coordinator

Susan Affleck Childs

Plumbing/Gas Inspector

James Coakley

Associate Plumbing/Associate Gas Inspector

Gerard Smolinsky

Police Chief

Allen Tingley

Representatives to Charles River Pollution Control District

Peter DeSimone

Douglas Downing

Representative to Metropolitan Area Planning Council

Andrew Rodenhiser

Representatives to SWAP

Susy Affleck-Childs (Planning Coordinator)



Appointed Officers (Continued)

Representative to Tri-County Vocational School

Linda Reynolds

Sealer of Weights & Measures

W. James Allshouse

Selectmen's Representative to GATRA

Maryjane White

Selectmen's Representative to MBTA Advisory Board

Richard D'Innocenzo

Selectmen's Representative to Norfolk County Advisory Board

Maryjane White

Selectmen's Representative to SWAP

Glenn Trindade

Selectmen's Rep. to Tri-County Vocational School

Glenn Trindade

Town Counsel

Barbara Saint Andre

Treasurer -Collector

Joanne Russo

Tree Warden/Moth Agent

Rolf Briggs

Veterans Agent

John Givner

Wiring Inspector

Scott Guyette

Jeffrey Hovey



Public Safety

Animal Control Officer

Brenda Hamelin

Emergency Management Director

Jeffrey Trust

Fire Chief

*Jeffrey Lynch

Deputy Fire Chief

Allen Tingley

Assistant Fire Chief

James Smith

Assistant Fire Chief/EMT

*Michael Fasolino

Firefighter/EMTs/EMT-Paramedics

*Capt. Thomas Irwin

Capt. Joseph MacDougall

*Lt. Matthew Anzivino

Lt. Robert O'Neill

*Lt. Brian Tracy

*Lt. Craig Vinton

*Tim Benoit

*Austin Boyt

*Steven Brody

Jared Davis

*Paul Donovan

*John Eaton

*Shawn Foster

*James Kaufman

Kevin Kelly

*David Leavenworth

*Jack Lennon

Andrew Maha

*Kevin Moreau

*Christopher Stygles

Lisa Thompson

*Jeffery Ward

**Denotes full-time*

Firefighters

Lt. Michael Leland

Lt. Peter Trufant

William Scherer

Jason Vinton

EMTs

Michael Heavey

Station One

Capt./EMT - Thomas Irwin*

Lt./EMT Robert O'Neill

Station Two

Lt. Michael Leland

Safety officer/EMT Joseph MacDougall

Emergency Medical Services

*David Leavenworth – Coordinator

*Christopher Stygles – Assistant Coordinator

Administrative Assistant

Natalie Lennon

Health Agent

Beth Hallal

Inspector of Buildings/ Zoning Enforcement Officer

John Mee

On-Call Building Inspector

John Naff

Plumbing/Gas Inspector

James Coakley

Associate Plumbing/Associate Gas Inspector

Gerard Smolinsky

Wiring Inspector

Jeffrey Hovey

Police Chief

Allen Tingley

Police Lieutenants

William Kingsbury

David McSweeney

Police Sergeants

Jason Brennan

John Meincke

Stephen Mitchell

Jeffrey Watson

Detective

Matthew Reardon

Police Officers

Peter Fasolino

Donald Grimes

Derek Harrington

Joseph MacDougall

John McLaughlin

Paul McLaughlin

David McRoberts (Retired)

Anthony Nigro

Ryan Ober

Robert O'Neill, Jr.

John Rojee

Carl Sheppard

Richard Simard, II (Retired)

Lauren Swarthout

William White

Police/Fire Communications Officers

Ryan Bukis*

Megan Casey

Nicole Connors

John Godino*

Ryan Kingsbury

Kevin Ober*

Nick Saletnick

**Denotes part-time or as-needed*

Permanent Intermittent Police Officer

Thomas Hamano

Special Police Officers

James Boyan

Kevin Brennan

Cheryl Goodspeed

Michael Heavey

David Lambirth

Richard Malo

Andrew Manhan

Frederick Paulette

Robert Rojee

Jerry Tracy

Barbara Trufant

Permanent Intermittent Police Officers

Thomas Hamano

School Traffic Crossing Guards

Cheryl Goodspeed

Deborah Lavalle

Gale Wilcox

Matrons

Cheryl Goodspeed

Judi LaPan

Gale Wilcox

Administrative Assistant

Erin Sullivan



Town Employees

Accounting

Carol Pratt, Town Accountant
Pamela Champagne, Assistant Town Accountant
Natalie Tocco, Accounting Assistant

Assessor

Donna Greenwood, Principal Assessor
Andrew Smyth, Deputy Assessor
Terri Balabanis, Administrative Secretary

Communications

Mary Becotte, Director

Community & Economic Development

Doug Havens, Community Housing Coordinator
Mackenzie Leahy, Administrative Assistant
Allison Potter, Energy Manager

Conservation

Bridget Graziano, Conservation Agent

Council on Aging

Courtney Riley, Director
Kathryn Bullock, Program Coordinator
Katherine Tonelli, Nurse
Kate Fennyery, Outreach Worker
Marcia Lombardo, Outreach Worker
Judy Notturmo, Volunteer Coordinator, Van Driver
Kimberly Cookson, Transportation Coordinator
Deb GrandPre, Bus Driver
Ron GrandPre, Bus Driver
Dave Houghton, Bus Driver
Nancy Lennon, Bus Driver
Joseph Luchette, Bus Driver

Department of Public Services

David D'Amico, Director
Barry Smith, Deputy Director
Sarah Pawluczonek, Operations Analyst
Judi LaPan, Program Administrator
Kelly Millette, Administrative Assistant
Robert McGee, Project Manager

Department of Public Services (Continued)

Jack Tucker, Highway Superintendent
Fred Sibley, Operations Manager, Environmental Services
Steve Carew, Assistant Operations Manager, Environmental Services
Daryl Blethen, Supervisor, Environmental Services
John Piccone, Principal Fleet Technician
Rick Nickerson, Fleet Technician
Jason Beksha, Heavy Equipment Operator
Bill Scherer, Right-Of-Way Maintenance Supervisor
Tom Blangeard, Heavy Equipment Operator
Rich Kernan, Heavy Equipment Operator
David Malmberg, Heavy Equipment Operator
Ken Semergian, Heavy Equipment Operator
Jim Lanctot, Water/Sewer, Superintendent
Jeffrey Roach, Assistant Water/Sewer Superintendent
Ryan Dunn, Water/Sewer Systems Operator
Mike Ellis, Water/Sewer Systems Operator
Curtis Leduc, Water/Sewer Systems Operator
Mark Leonardo, Water/Sewer Systems Operator
Paul Morris, Water/Sewer Systems Operator
Jonathan Power, Building Maintenance
Michael Legendre, Building Maintenance
Shirley Bliss, Field Permit Coordinator
Ken Olgilvie, Heavy Equipment Operator
Adrian Zufritegui, Heavy Equipment Operator
Shayne Delfavero, Recycling Center Operator
Richard Dennis, Recycling Center Operator
Nolan Lynch, Heavy Equipment Operator

Health

Beth Hallal, Health Agent

Human Resources

Katherine Bird, Coordinator

Information Service

Richard Boucher, Director
Sean Peplinski, Network Engineer
Michael Conway, Database Administrator
Jesse Cordeiro, Technology Specialist
David Drouin, Technology Specialist
Fran Hutton-Lee, GIS Coordinator

Library

Margaret Perkins, MLS, Director
Mariah Manley, Children's/Young Adult Librarian
Katherine Buday, Technical Services Librarian
Lorie Brownell, Library Assistant II
Susan Allison, Library Assistant I
Paula Labella Belanger, Library Assistant I
Sandra Dobday, Library Assistant I
Tamara Page, Library Assistant I
Diane Busa, Substitute Library Assistant
Michele Hamilton, Substitute Library Assistant
Laura Kurzontkowski, Substitute Library Assistant
Wendy Rowe, Substitute Library Assistant
Andrew Busa, Community Area Steward

Planning & Economic Development

Susan Affleck-Childs, Planning Coordinator

Town Administrator/Selectmen

Michael Boynton, Town Administrator
Allison Potter, Assistant Town Administrator
Lindsey Rockwood, Administrative Assistant*
Liz Langley, Administrative Assistant

Town Clerk

Maryjane White, Town Clerk
Charlene Tingley, Assistant Town Clerk

Treasurer/Collector

Joanne Russo, Treasurer/Collector
Laurie Walker, Assistant Treasurer/Collector
Marie Shutt, Assistant Collector
Carol Hladick, Payroll Administrator

Veterans Services

John Givner, Veterans Director, MetroWest Veterans Services District

*No longer employed by the Town.

Report of the Board of Assessors

General Scope and Function

The Department of the Board of Assessors is comprised of three volunteer appointed Medway citizens, and three full time staff employees: Principal Assessor, Deputy Assessor, and Administrative Assessing Assistant.

The Office of the Board of Assessors is a value-based department. The Assessors are primarily responsible for determining the full and fair cash value of all real and personal property within the municipality.

Other duties of the Assessors include: administer motor vehicle excise tax, compile and submit the annual Tax Rate Recapitulation to the Department of Revenue, abate/exempt/ or defer taxes, defend established values on abatement applications and at Appellate Tax Board hearings, maintain tax assessment maps, and oversee the town's overlay reserve account (an account established to fund abatements, exemptions, and unpaid taxes for the respective Fiscal Year).

Tax law intends for each taxpayer to pay an equitable share of the tax burden in proportion to the value of the property or asset. This is known as *ad valorem* tax, or according to value tax.

It is important to note that Assessors do not raise or lower taxes, nor do the Assessors set rate of taxation (tax rate). These determinations are made with the assistance of assessment values, but are decisions made outside of the scope of the Assessing Department.

Fiscal Year 2017 – Interim Year

Fiscal Year 2017 was an Interim year for the Town of Medway. This type of town valuation occurs for four years in between the fifth year certification for each municipality in the Commonwealth of Massachusetts. Assessors review the market information and adjust values accordingly. The assessment date for all property in Medway was January 1, 2016 for Fiscal Year 2017.*

*(with the exception of properties that have current permits, the date of assessment was June 30, 2016 per locally adopted article, Chapter 653, s 40, acts of 1989)

- Residential properties are generally valued and adjusted based upon market sales that occurred in calendar year 2015.
- Commercial and industrial properties are generally valued and adjusted based upon the following: market rental income, market rental expense, market vacancy rates and area income capitalization rates.
- Personal property is generally valued and adjusted based upon: asset description, condition, replacement cost new, year purchased and asset depreciation schedules.

Tax Rate Summary

The total amount to be raised through taxation (tax levy) is calculated after all other sources of revenue and total expenses for the town are known. The levy for Fiscal Year 2017 was \$33,822,517.07. Listed below is the percentage of the tax levy by property classification. The Department of Revenue approved a Tax Rate of \$17.92 per \$1,000 of value.

CLASSIFICATION	VALUATION	TAX DOLLARS	LEVY PERCENT
CLASS 1 - Residential	1,598,875,127	\$28,651,842.28	84.71%
CLASS 2 – Open Space	0	0	0.00%
CLASS 3 – Commercial	81,878,340	\$1,467,259.85	4.34%
CLASS 4 – Industrial	60,708,300	\$1,087,892.74,	3.22%
CLASS5 – Personal Property	145,955,480	\$2,615,522.20	7.73%
TOTAL	\$1,887,417,247	\$33,822,517.07	100.00%

Note: The total dollar amount needed to meet town spending was \$58,517,843.07 for Fiscal Year 2017. The tax levy portion is \$33,822,517.07 or 60%. The other 40% of the amount needed is obtained through state reimbursements and distributions, local receipts, free cash, and other revenue sources.

Summary

The real estate market in Medway for the most part, saw an increase in values. Residential values had an overall increase of 4.0%, industrial properties slightly increased by less than 1%, and commercial properties increased by about 4.0%. Vacancy rates continue to decline as the market conditions continue to improve.

Respectfully submitted,

Donna Greenwood, Principal Assessor

Report of the Treasurer/Collector

The annual report for the Fiscal Year ending June 30, 2017 is hereby submitted showing the collections and debt activity for the year.

2017 Collections

Real estate tax collection at 98.2% of budget, motor vehicle excise tax at 125.5% of budget and penalty & Interest on Taxes was 250.0% of budget.

The real estate and property tax collections were at the normal benchmark collection rate of 98 percent for a total of \$33.2M.

In Fiscal Year 2017, we had collections of \$1.9 million in Motor Vehicle Excise tax which was on par with previous fiscal years.

I would like to extend a special thank you to the staff, Laurie Walker, Assistant Treasurer/Collector, Marie Shutt, Assistant Collector and Carol Hladick, Payroll Administrator. I am grateful for the wonderful support and assistance they have given to the residents and employees over this past year.

Respectfully submitted,

Joanne M. Russo, Treasurer/Collector



Long-Term Debt

The Town continues to maintain a debt level of not greater than 10% in accordance with the fiscal policies adopted in Fiscal Year 2007 by the Board of Selectmen. Debt level is one important indicator of the Town's fiscal management. This is one of the financial indicators that is also used by the bond rating agencies.

TOWN OF MEDWAY LONG TERM DEBT BY ISSUE:

DATE BORROWED	PURPOSE OF BORROWING	MATURITY DATE	ORIGINAL BORROWING	BALANCE AS OF 6/30/17	INTEREST COST
04/13/17	SEPTIC REPAIRS	1/15/2037	\$200,000	200,000	0.00%
09/15/16	MULTIPURPOSE BOND	9/15/2026	\$2,920,138	2,920,138	1.21%
2/11/2016	MCWT BOND	1/15/2036	\$1,383,000	1,327,056	2.00%
3/15/15	MULTIPURPOSE BOND	3/15/2029	\$5,113,950	4,205,000	2.02%
1/7/15	MCWT BOND	7/15/2035	\$1,501,102	1,378,340	2.00%
5/15/13	MULTIPURPOSE BOND	5/15/2033	\$6,250,000	4,990,000	2.22%
9/15/12	MULTIPURPOSE BOND	9/15/2032	\$5,100,000	3,860,000	1.98%
2/15/12	MULTIPURPOSE BOND	2/15/2032	\$8,118,000	5,845,000	2.02%
8/15/10	MULTIPURPOSE BOND	8/15/2029	\$7,501,093	4,240,000	2.43%
10/15/09	MULTIPURPOSE BOND	10/15/2029	\$7,328,610	3,185,000	2.92%
11/15/06	MULTIPURPOSE BOND	11/25/2025	\$11,446,000	5,385,000	4.00%
8/1/04	SEPTIC REPAIRS	8/1/2023	\$71,339	25,673	5.01%
4/15/03	MULTIPURPOSE BOND	4/15/2022	\$4,294,000	850,000	3.73%
10/25/00	SEPTIC REPAIRS	8/1/2018	\$119,826	13,311	4.97%
TOTAL LONG TERM DEBT: \$38,424,518 WEIGHTED AVERAGE INTERST RATE: 2.31%					

TREASURER REPORT

General Fund	18,811,583.11
Treasurer/Collector	1,716,213.97
MMDT Trust	57,954.18
Payroll	0.00
Vendor	(16.20)
CPA	6,078,731.18
Storm Reserve	214,131.26
Health Reserve	53,104.13
Planning Review	177,580.55
Planning Observation	54,054.70
Stabilization Funds	4,034,933.11
Bond Proceeds	327,542.31
Eminent Domain	4,331.86
Scholarships	969,349.22
Performance Bonds	162,318.45
Student Activity	175,165.38
School Lunch	12,535.50
Education Fund	3,937.74
Library Trust	134,806.93
Cemetery Trust	10,974.19
Art & Lottery	5,383.14
Elderly Disabled Fund	768.12
Christmas Parade	18,008.28
Affordable Housing	566,513.41
Conservation Commission	891.63
Conservation Fund	102,822.92
OPEB Trust	452,003.97
Pride Day	22,054.93
Family Day	5,981.07
TOTAL CASH 06/30/2016	\$34,173,659.04

Report of the Finance Director/Town Accountant

The role of the Office of the Town Accountant Office to ensure that the appropriate financial and auditing controls are maintained in an efficient, cost-effective and responsive manner. The office oversees all departmental appropriations, ensuring that departments operate within their annual budget. All receipts received by the town are reviewed as well, to ensure all funds are applied correctly. In addition, the office is responsible for maintaining all financial records, and ensuring that they are compliant with federal, state and local laws and regulations.

Sound fiscal practices and policies led the Town to its seventh consecutive year without a Management Letter from the auditors, Melanson Heath. This means that during the annual audit, the auditors found no reportable conditions. This is a strong indication of Medway's fiscal stability and strength.

Overall revenue collections for Fiscal Year 2017 were 104.2% of the revenue budget and expenses were 98.9% of the expense budget. These numbers point to the strong efforts made to collect revenue and to control expense. As a result, the General Fund realized \$3.1M in free cash. The \$3.1M in free cash, along with Medway's stabilization funds, combine to give Medway a healthy reserve percentage of 16.1% of the annual budget for Fiscal Year 2017. This exceeds the target percentage that is used to evaluate municipal financial statements.

After many years of hard work, consistently strong financial direction and leadership, the Town received a bond rating of AAA from Standard and Poor's on May 15th, 2017. Medway is now one of only 15 communities in the State to have achieved this rating. S&P Global stated in their press release, "The upgrade reflects our opinion of the town's improved financial performance while maintaining its very strong budget flexibility and liquidity." The Medway Financial Team and the Board of Selectmen are very proud of this achievement, which will result in a reduction in the interest rate charged to the Town when borrowing for capital projects.

At the 2017 Annual Town Meeting, the Town voted to designate \$100k from the receipts received from the local meals tax to the OPEB (Other Post-Employment Benefits) Trust account. This demonstrates the financial commitment that the Town has made to address this liability in a responsible manner. The balance of the OPEB Trust account at the close of the fiscal year was \$452,004.

Included is the combined Balance Sheet for All Funds Types and Groups, and a Combined Statement of Changes in Revenues, Expenditures and Fund Balances as of June 30, 2017. The full set of financial statement are available on the Town of Medway's website, or by requesting them from the Accounting Office.

I wish to thank the members of the Finance Team for their invaluable help throughout the year. Thank you as well to the Board of Selectmen and the citizens of Medway. It is a privilege to serve in this community.

Respectfully submitted,

Carol Pratt, Finance Director/Town Accountant

Town of Medway, Massachusetts
GOVERNMENTAL FUNDS - BALANCE SHEET
FOR FISCAL YEAR END JUNE 30, 2017

	<u>General</u>	<u>Community Preservation</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
ASSETS				
Cash and short-term investments	\$16,150,549	\$6,079,062	\$6,787,130	\$29,016,741
Receivables:				\$0
Property taxes	2,894,213			\$2,894,213
Excises	180,772			\$180,772
Departmental and other	5,066	11,571	104,268	\$120,905
Intergovernmental	24,000		200,000	\$224,000
TOTAL ASSETS	\$19,254,600	\$6,090,633	\$7,091,398	\$32,436,631
LIABILITIES AND FUND BALANCES				
Liabilities:				
Warrants payable	\$598,369	\$1,090	\$105,396	\$704,855
Accrued liabilities	2,132,549		77,811	\$2,210,360
Notes payable			1,300,000	\$1,300,000
Tax refunds payable	329,475			\$329,475
Other liabilities	270,057			\$270,057
TOTAL LIABILITIES	3,330,450	1,090	1,483,207	4,814,747
DEFERRED INFLOWS of RESOURCES	2,948,037	11,569	104,266	3,063,872
Fund Balances:				
Non-spendable			110,869	\$110,869
Restricted			5,618,505	\$5,618,505
Committed	2,114,557	6,077,974		\$8,192,531
Assigned	3,075,646			\$3,075,646
Unassigned	7,785,910		(225,449)	\$7,560,461
TOTAL FUND BALANCES	12,976,113	6,077,974	5,503,925	24,558,012
TOTAL LIABILITIES AND FUND BALANCES	\$19,254,600	\$6,090,633	\$7,091,398	\$32,436,631

GOVERNMENTAL FUNDS - BALANCE SHEET
FOR FISCAL YEAR END JUNE 30, 2017

	<u>General</u>	<u>Community Preservation</u>	<u>Non-major Governmental Funds</u>	<u>Total Governmental Funds</u>
ASSETS				
Cash and short-term investments	\$16,150,549	\$6,079,062	\$6,787,130	\$29,016,741
Receivables:				\$0
Property taxes	2,894,213			\$2,894,213
Excises	180,772			\$180,772
Departmental and other	5,066	11,571	104,268	\$120,905
Intergovernmental	24,000		200,000	\$224,000
TOTAL ASSETS	\$19,254,600	\$6,090,633	\$7,091,398	\$32,436,631
LIABILITIES AND FUND BALANCES				
Liabilities:				
Warrants payable	\$598,369	\$1,090	\$105,396	\$704,855
Accrued liabilities	2,132,549		77,811	\$2,210,360
Notes payable			1,300,000	\$1,300,000
Tax refunds payable	329,475			\$329,475
Other liabilities	270,057			\$270,057
TOTAL LIABILITIES	3,330,450	1,090	1,483,207	4,814,747
DEFERRED INFLOWS of RESOURCES	2,948,037	11,569	104,266	3,063,872
Fund Balances:				
Non-spendable			110,869	\$110,869
Restricted			5,618,505	\$5,618,505
Committed	2,114,557	6,077,974		\$8,192,531
Assigned	3,075,646			\$3,075,646
Unassigned	7,785,910		(225,449)	\$7,560,461
TOTAL FUND BALANCES	12,976,113	6,077,974	5,503,925	24,558,012
TOTAL LIABILITIES AND FUND BALANCES	\$19,254,600	\$6,090,633	\$7,091,398	\$32,436,631

Report of the Information Services Director

The Town of Medway continues to fund improvements in infrastructure, applications, and end user equipment. The continued support of these systems is critical to maintaining inter-departmental communications and efficient workflows for all departments.

A few accomplishments within Fiscal Year 2018 include:

- Implementation of 1:1 mobile devices for the 9th and 10th grade to support the curriculum goals
- Upgrade the police and town video surveillance systems
- Lifecycle replacement of desktop computers, projection systems, and network components
- Upgrade the Building Department online permitting system.

Fiscal Year 2019 will continue to focus on our primary goals of supporting all department's efficient workflows, increasing information transparency to our community, and expanding the 1:1 mobile device access from 8th through 12th grade to support the education of our students.

At the last School Committee meeting, the 1:1 expansion plan to 8th grade was discussed. The budget to support the addition of 8th grade is projected from the existing technology plans which includes the replacement of 160 units for the middle school in Fiscal Year 2019 as well as support for the High School 9th grade implementation. 12th grade students will receive the 2 year old units purchased in Fiscal Year 2017.

The technology plan is a fluid mechanism used to provide guidance year to year and project future needs for up to five years, the total plan for Fiscal Year 2019 is as follows:

- Replace approximately 90 iPads now 5+ years old at Memorial/McGovern (\$30k)
- Replace 160 MS Chromebooks now 5+ years old, Increase High School 1:1 to 9-12th Grade (\$132k)
 - Plan change to:
 - Provide approximately 400 400 Chromebooks for 1:1 Implementation at 8th and 9th Grade
 - Utilize existing Fiscal Year 2017 Chromebooks for 12th grade
 - Continue to utilize existing 5+ year old Chromebooks in working condition
- Replace approximately 50 teacher desktop units (break fix) (\$30k)
- Replace the High School PLTW lab workstations (\$40k)
- Upgrade server and wireless infrastructure (\$60k)

In addition to the above, the Board of Selectmen was advised during budget discussions that the Middle and Memorial school projection systems are scheduled to be replaced in year ten although Epson suggests a five year replacement cycle. As the units approach year five we are experiencing failures, causing us to change our timeline to 5-7 years. This will be reflected in the Fiscal Year 2020 budget proposal.

Respectfully submitted

Richard Boucher; Director of Information Services

Proposed Equipment Purchases (Replacement and Additions)					
	Totals		Operating	Capital	Description of Goals
			Estimated		
Projected FY15			\$0.00	\$285,800.00	\$285,800.00
Ipads	140	\$500.00		\$70,000.00	Increase iPad access at Memorial 2nd grade
Chromebooks	360	\$300.00		\$108,000.00	Increase access to mobile device
Desktop / Laptop Replacement	196	\$550.00		\$107,800.00	Replace Existing Desktops over 5yrs old
Wireless Access Points	38	\$500.00		\$19,000.00	Increase wireless access capabilities
Projected FY16			\$99,300.00	\$159,250.00	\$258,550.00
Ipads	100	\$300.00	\$30,000.00		Increase mobile devices to support curriculum initiatives.
Chromebooks	340	\$360.00	\$37,400.00	\$85,000.00	Replace 5yr old teacher devices at Mcg, Mem, and town hall,
Desktop / Laptop Replacement	30	\$550.00	\$16,500.00		manage failing hs projectors (now over 10yrs old). Desktop
Projectors	12	\$450.00	\$5,400.00		Replacement is being phased to an 8yr plan due to
Microsoft Licensing			\$10,000.00		advancements in software and the desire to have mobile
Police Crusier Laptop Replacement				\$55,000.00	devices. Future plans will include the reduction in overall
Police Phone System Replacement				\$19,250.00	desktops.
Projected FY17			\$126,500.00	\$420,532.00	\$547,032.00
Ipads					iPads for k-2 at capacity 2:1 as of FY2016
Chromebooks	275	\$360.00	\$99,000.00		Increase HS/MS Device access
Desktop / Laptop Replacement	50	\$550.00	\$27,500.00		Replace HS Teacher Stations now 5yrs old
Town Domain Server				\$4,000.00	Replace Town Domain Controller
High School Phone System				\$35,000.00	Replace HS Phone System
Town, High School, Middle School Core Switching				\$54,000.00	Upgrade HS/MS/TH Fiber Core Switches
Projectors	25	\$2,000.00		\$40,000.00	Replace 1/2 HS projectors
Access Points	15	\$600.00		\$10,000.00	Upgrade Memorial Wireless System
Video Surveillance Systems				\$277,532.00	Installation to all schools
Projected FY18			\$128,125.00	\$311,350.00	\$439,475.00
Ipads - replacement (2012-13)	161	\$350.00		\$56,350.00	Replace iPad2's 5yrs old
Chromebooks	275	\$375.00	\$103,125.00		Increase HS/MS Device access supporting 1:1
Desktop / Laptop Replacement	50	\$500.00	\$25,000.00		Replace MS Teacher Stations
Projectors	25	\$1,500.00		\$37,500.00	Replace 1/2 HS projectors
Access Points	25	\$500.00		\$12,500.00	Upgrade MS Wireless Systems
Virtual Server Upgrades				\$15,000.00	Replace Hs SAN Drives and host servers [2]
Town, High School, Middle School Core Switching				\$40,000.00	Upgrade HS/MS/TH Switching
Police and Town Surveillance Systems				\$150,000.00	Police station and various town locations.
Projected FY19			\$157,150.00	\$114,000.00	\$271,150.00
Ipads - replacement (2014)	89	\$350.00	\$31,150.00		Replace iPad2's 5yrs old (if necessary)
Chromebooks (replace 160 Chromebooks 2014)	350	\$360.00	\$126,000.00		Replace 5yr old and Increase device access supporting 1:1
Desktop / Laptop Replacement	100	\$550.00		\$55,000.00	Replace MS/HS Lab Desktops (review possible phase out of labs due to increased mobile device access)
WorkStations (8yrs)	30	\$1,300.00		\$39,000.00	Replace HS PLTW Science Lab
Server / Infrastructure				\$20,000.00	Replace network components (endpoint switches, battery backup systems, additional server requirements)
Projected FY20			\$140,000.00	\$169,200.00	\$309,200.00
Ipads - replacement (2015)	140	\$500.00	\$70,000.00		Replace iPad2's 5yrs old (if necessary)
Chromebooks (replace 360 Chromebooks 2015)	470	\$360.00		\$169,200.00	Replace 5yr old chromebooks - Support 9th Grade 1:1
Desktop / Laptop Replacement	100	\$550.00	\$55,000.00		Replace MS/HS Lab Desktops (review possible phase out of labs due to increased mobile device access)
Virtual Server Upgrades			\$15,000.00		Replace MS SAN Drives and host servers [3]
Projected FY21			\$124,250.00	\$166,200.00	\$290,450.00
Ipads - replacement (2016)	100	\$500.00	\$50,000.00		Replace iPad2's 5yrs old (if necessary)
Chromebooks (replace 360 Chromebooks 2016)	420	\$360.00		\$151,200.00	Replace 5yr old chromebooks - Support 9th Grade 1:1
Desktop / Laptop Replacement	135	\$550.00	\$74,250.00		Replace workstations over 7 years old
Access Points	25	\$600.00		\$15,000.00	

TOWN OF MEDWAY
WARRANT FOR MAY 8, 2017
SPECIAL TOWN MEETING

NORFOLK ss:

To either of the Constables of the Town of Medway

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of said Town who are qualified to vote in Town affairs to meet at the **Medway High School, 88 Summer Street**, on **Monday, May 8, 2017** at 7:00 PM, then and there to act on the following articles:

The meeting was called to order at 7:00PM by Mark Cerel, Moderator

ARTICLE 1: (Transfer: Snow and Ice Deficit)

To see if the Town will vote to transfer a sum of money from available funds and/or Certified Free Cash for the purpose of funding the Snow & Ice Fiscal Year 2017 appropriation deficit; or act in any manner relating thereto.

DEPARTMENT OF PUBLIC SERVICES

VOTED: to transfer the sum of \$120,000.00 from certified free cash to fund the Snow and Ice deficit

VV (Unanimous)

ARTICLE 2: (Transfer to Stabilization from Receipts Reserved for Appropriation)

To see if the Town will vote to transfer the sum of \$400,000 from Receipts Reserved for Appropriation to the General Stabilization Account, or to act in any manner relating thereto.

BOARD OF ASSESSORS

VOTED: to transfer the sum of \$400,000.00 from receipts reserved for appropriation to the General Stabilization Account.

VV (Unanimous)

ARTICLE 3: (Transfer to Revaluation Acct. from Receipts Reserved for Appropriation)

To see if the Town will vote to transfer the sum of \$30,000 from Receipts Reserved for Appropriation to the Assessors' Revaluation Account, or to act in any manner relating thereto.

BOARD OF ASSESSORS

VOTED: to transfer the sum of \$30,000.00 from Receipts Reserved for Appropriation to the Assessors' Revaluation Account.

VV (Unanimous)

ARTICLE 4: (Transfer to Revaluation Account)

To see if the Town will vote to transfer the sum of \$5,000 from the Fiscal Year 2017 Assessors' Department Budget Professional/Technical Account to the Assessors' Revaluation Account, or act in any manner relating thereto.

ASSESSING DEPARTMENT

VOTED: to transfer the sum of \$5,000.00 from the Fiscal Year 2017 Assessors' Department Budget Professional/Technical Account to the Assessors' Revaluation Account

VV

(Unanimous)

ARTICLE 5: (Transfers to Health Care Reimbursement Account)

To see if the Town will vote to transfer the sum of \$50,000 from the Fiscal Year 2017 Health Insurance Account to the Health Care Reimbursement Account, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: to transfer the sum of \$50,000.00 from the Fiscal Year 2017 Health Insurance Account to the Health Care Reimbursement Account

VV

(Unanimous)

ARTICLE 6: (Prior Year Bills)

To see if the Town will vote to transfer the sum of \$427.04 from the Department of Public Services' Fiscal Year 2017 Roads and Sidewalks account and the sum of \$286.65 from the Department of Public Services' Fiscal Year 2017 Snow and Ice Contract Services account for the purpose of paying prior year, unpaid bills of the Town, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: to transfer \$427.04 from the Department of Public Services' Fiscal Year 2017 Roads and Sidewalks account and \$286.65 from the Department of Public Services' Fiscal Year 2017 Snow and Ice Contract Services account for the purpose of paying prior years bill

VV

(Unanimous)

ARTICLE 7: (Repurpose Monetary Article – Fire Department)

To see if the Town will vote to repurpose the amount of \$15,000 from the Engine 2 Refurbishment article voted under Article 8 of the 2016 Annual Town Meeting for the purpose of making repairs and improvements to Fire Engine 1 and to extend the sunset provision for this purpose until June 30, 2018, or act in any manner relating thereto.

BOARD OF SELECTMEN

VV

(Unanimous)

ARTICLE 8: (Veteran Benefits)

To see if the Town will vote to transfer from the Fiscal Year 2017 Health Insurance account the sum of \$15,000 to the Fiscal Year 2017 Veterans' Services budget for the purpose of supplementing the Veterans' Benefits line item, or act in any manner relating thereto.

BOARD OF SELECTMEN

VV

(Unanimous)

ARTICLE 9: (Extend Expenditure Deadline –May 2016 Annual Town Meeting Article 8 – Hazard Mitigation Plan)

To see if the Town will vote to extend the expenditure deadline for the following appropriation made under Article 8 at the May 2016 Annual Town Meeting:

Project	Department	Cost
Hazard Mitigation Plan	Emergency Management	\$16,000

Said appropriations to be expended by June 30, 2019 with unexpended funds as of June 30, 2019 being returned to the General Fund, or act in any manner relating thereto.

BOARD OF SELECTMEN

VV

(Unanimous)

The meeting adjourned at 7:11 PM

TOWN OF MEDWAY
WARRANT FOR MAY 8, 2017
ANNUAL TOWN MEETING

NORFOLK ss:

To either of the Constables of the Town of Medway

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of said Town who are qualified to vote in Town affairs to meet at the **Medway High School, 88 Summer Street**, on **Monday, May 8, 2017** at 7:30 PM, then and there to act on the following articles:

The meeting was called to order by Mark Cerel, Moderator at 7:30PM

ARTICLE 1: (ESCO Stabilization Reserve Transfer)

To see if the Town will vote to transfer the sum of \$34,396 from the ESCO Stabilization Fund to the Fiscal Year 2017 Debt Service expense account for the purpose of funding ESCO related debt service, or act in any manner relating thereto.

BOARD OF SELECTMEN

VV

(Unanimous)

ARTICLE 2: (Appropriation: FY18 Operating Budget)

To see if the Town will vote to fix the salary and compensation of all elected officers of the Town, provide for a Reserve Fund, and determine what sums of money the Town will raise and appropriate, including appropriation from available funds, to defray charges and expenses of the Town including debt and interest, for the Fiscal Year ending June 30, 2018, or to act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: To raise and appropriate for the Fiscal Year ending June 30, 2018, the amount of \$50,050,028 for the specific departments and purposes designated in the Finance Committee report, and further, that the Town set the Town Clerk's Salary at \$81,349.00 with an additional \$1,000 for maintaining the annual Town Clerk certification as provided for in General Laws Chapter 41, Section 19K

VV

(Unanimous)

See omnibus budget attached

ARTICLE 3: (Appropriation: FY18 Water Enterprise Fund)

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$2,522,849 for the maintenance of the Water Department Enterprise Fund as follows, or to act in any manner relating thereto:

Direct Costs

	Amount
Salaries	\$ 697,603
Expenses	611,100
Debt	946,054

Direct Costs Total	\$2,254,757
---------------------------	-------------

Indirect Costs

And further to raise and appropriate or transfer from available funds the sum of \$290,977 for indirect costs consisting of health insurance, workers' compensation, Medicare, liability insurance, administrative and operational services.

Indirect Costs Total	\$268,089
-----------------------------	-----------

Total	\$2,522,849
--------------	--------------------

And further that the above listed appropriations be funded as follows:

Fees for Service [User Fees]	\$2,522,849
Total	\$2,522,849

WATER SEWER COMMISSION

VOTED: To appropriate the sum of 2,522,846.00 as set forth in the warrant

VV

(Unanimous)

ARTICLE 4: (Appropriation: FY18 Sewer Enterprise Fund)

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$1,659,630 for the maintenance of the Sewer Department Enterprise Fund as follows, or to act in any manner relating thereto:

Direct Costs

	Amount
Salaries	\$ 250,427
Expenses	1,050,250
Debt	242,832
Direct Costs Total	\$1,543,509

Indirect Costs

And further to raise and appropriate or transfer from available funds the sum of \$123,301 for indirect costs consisting of health insurance, workers' compensation, Medicare, liability insurance, administrative and operational services.

Indirect Costs Total	\$116,121
-----------------------------	-----------

Total	\$1,659,630
--------------	--------------------

And further that the above listed appropriations be funded as follows:

Fees for Service [User Fees]	\$1,642,575
Sewer Betterment Stabilization	17,055
Total	\$1,659,630

WATER SEWER COMMISSION

VV

(Unanimous)

ARTICLE 5: (Appropriation: FY18 Solid Waste Enterprise Fund)

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of \$1,633,234 to operate the Solid Waste/Recycling Department Enterprise Fund as follows, or to act in any manner relating thereto.

Direct Costs

	Amount
Salaries	\$ 342,425
Expenses	1,117,342
Debt	14,626
Direct Costs Total	\$1,474,393

Indirect Costs

And further to raise and appropriate or transfer from available funds the sum of \$169,764 for indirect costs consisting of health insurance, workers' compensation, Medicare, liability insurance, administrative and operational services.

Indirect Costs Total	\$158,841
-----------------------------	------------------

Total	\$1,633,234
--------------	--------------------

And further that the above listed appropriations be funded as follows:

Trash Recycling Fees/Bag Revenues	\$1,450,000
Solid Waste Retained Earnings	183,234
Total	\$1,633,234

PUBLIC SERVICES DEPT.

VV

(Unanimous)

ARTICLE 6: (Appropriation: FY18 Ambulance Enterprise Fund)

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$865,645 to operate the Ambulance Enterprise Fund as follows, or act in any manner relating thereto.

Direct Costs

	Amount
Salaries	\$422,489
Expenses	230,225
Debt	72,400
Direct Costs Total	\$725,114

Indirect Costs

And further to raise and appropriate or transfer from available funds the sum of \$147,880 for indirect costs consisting of health insurance, workers' compensation, Medicare, liability insurance, administrative and operational services.

Indirect Costs Total	\$140,531
-----------------------------	------------------

Total	\$865,645
--------------	------------------

And further that the above listed appropriations be funded as follows:

General Fund Appropriation	\$150,000
Ambulance Retained Earnings	80,645
Insurance and Fees for Service	635,000
Total	\$865,645

FIRE DEPARTMENT

VV

(Unanimous)

ARTICLE 7: (Free Cash Appropriation: Capital and Other Items)

To see if the Town will vote to appropriate the sum of \$1,717,954 from Certified Free Cash for the purpose of funding the following capital and other items, including associated engineering, personnel, maintenance and legal service costs; said appropriations to be expended by June 30, 2018, with unexpended funds as of June 30, 2018 being returned to the General Fund, or act in any manner relating thereto:

Project	Department	Cost
Various Road and Sidewalk Repair	DPS	\$325,000
Classroom Furniture – Middle School	School	\$302,667
Food Service Equipment Replacement	School	\$110,000
Boiler Replacements Design – McGovern and Memorial	School	\$40,000
Fire Alarm System – McGovern	School	\$95,000
School Passenger Van	School	\$55,000
Service Truck Replacement	School	\$36,000

Technology Replacements	Info. Services	\$161,500
System-wide Town Security Cameras	Info. Services	\$86,667
Generator Replacement	Police	\$90,000
Facility and Systems Security Improvements	Police	\$80,800
Digitize Police Logs and Arrest Reports	Police	\$6,300
Roof and Gutter Repairs	Library	\$60,000
Lower Level A/C Unit Replacement	Library	\$10,000
Replace Inspector's Vehicle AWD/4WD	Inspectional Services.	\$25,000
Sidewalk Repair and Access Improvement	Council on Aging	\$25,000
Gas Stove Replacement	Council on Aging	\$6,000
ALS Equipment and Turnout Gear	Fire	\$158,020
Replace Turnout Gear	Fire	\$45,000
Free Cash Total		\$1,717,954

CAPITAL IMPROVEMENT

PLANNING COMMITTEE

VV

(Unanimous)

ARTICLE 8: (Free Cash Appropriation: Oak Grove Project)

To see if the Town will vote to appropriate the sum of \$74,400 from Certified Free Cash for the purpose of funding initial land acquisition costs, including but not limited to any legal and technical costs associated thereto, for the purpose of implementing a redevelopment and/or urban renewal plan for the so-called Oak Grove project, with said funds to be expended under the direction of the Community Development Department in consultation with the Redevelopment Authority, or act in any manner relating thereto:

CAPITAL IMPROVEMENT

PLANNING COMMITTEE

VV

(Unanimous)

ARTICLE 9: (Repurpose Community Development Funds – Master Plan)

To see if the Town will vote to repurpose the sum of \$45,000 previously voted under Article 4 of the May 2014 Special Town Meeting, originally for a Community Development Program, for the purpose of providing for technical and consulting services for the 2019 Update of the Medway Master Plan or act in any manner relating thereto:

CAPITAL IMPROVEMENT

PLANNING COMMITTEE and

BOARD OF SELECTMEN

VV

(Unanimous)

ARTICLE 10: (Transfer – Retained Earnings – Sewer Enterprise)

To see if the Town will vote to transfer from Sewer retained earnings the sum of \$50,000 for Fiscal Year 2018 from the Sewer Enterprise Fund for the purpose of funding the following project(s), including associated engineering, personnel, maintenance and legal services costs:

Project	Department	Cost
Various Sewer Collection Projects	SEWER	\$50,000
Total		\$50,000

Or act in any manner relating thereto.

PUBLIC SERVICES DEPT.

VV

(Unanimous)

ARTICLE 11: (Transfer – Retained Earnings – Water Enterprise)

To see if the Town will vote to transfer from Water retained earnings the sum of \$73,000 for Fiscal Year 2018 from the Water Enterprise Fund for the purpose of funding the following project(s), including associated engineering, personnel, maintenance and legal services costs:

Project	Department	Cost
Replace Truck (2004 Chevy Silverado)	WATER	\$58,000
Various Water System Improvements	WATER	\$15,000
Total		\$73,000

Or act in any manner relating thereto.

PUBLIC SERVICES DEPT.

VV

(Unanimous)

ARTICLE 12: (Free Cash Transfer to General Stabilization)

To see if the Town will vote to transfer the sum of \$100,000 from Certified Free Cash to the General Stabilization Fund, or act in any manner relating thereto.

BOARD OF SELECTMEN

VV

(Unanimous)

ARTICLE 13: (Lease-Purchase Air Packs)

To see if the Town will vote to appropriate the sum of \$263,200 for the procurement of self-contained breathing apparatus for the Medway Fire Department, and to meet this appropriation the Board of Selectmen is authorized to enter into a lease-purchase agreement with a qualified vendor and financing program exceeding three years, with funding for said program to be provided under Section 1a of the Host Community Agreement between the Town and COMMCAN, Inc. dated May 16, 2016, or to act in any manner relating thereto.

FIRE/EMS DEPTS.

VV

(Unanimous)

ARTICLE 14: (Appropriation: Health Care Reimbursement Account)

To see if the Town will vote to Raise and appropriate the sum of \$150,000 to the Health Care Reimbursement Account, or act in any manner relating thereto.

BOARD OF SELECTMEN

VV

(Unanimous)

ARTICLE 15: (Appropriation: OPEB Trust)

To see if the Town will vote to accept Mass. General Law Chapter 32B, Section 20, as recently amended, and to raise and appropriate the sum of \$100,000 to the Town of Medway Other Post-Employment Benefits (OPEB) Trust account, or act in any manner relating thereto.

BOARD OF SELECTMEN

VV

(Unanimous)

ARTICLE 16: (Appropriation: Medway Day)

To see if the Town will vote to raise and appropriate the sum of \$9,500 for Medway Day, or act in any manner relating thereto.

BOARD OF SELECTMEN

VV

(Unanimous)

ARTICLE 17: (Transfer to Athletic Fields Stabilization Fund)

To see if the Town will vote to transfer the sum of \$50,000 from the Parks Revolving Fund to the Athletic Fields Stabilization Fund, or act in any manner relating thereto.

PARKS AND RECREATION COMMISSION

VV

(Unanimous)

ARTICLE 18: (Appropriation: Community Preservation Committee)

To see if the Town will vote to act on the report of the Community Preservation Committee for the Fiscal Year 2018 Community Preservation budget and to appropriate, or reserve for later appropriations, monies from the Community Preservation Fund annual revenues or available funds for the administrative expenses of the Community Preservation Committee, the payment of debt service, the undertaking of community preservation projects and all other necessary and proper expenses for the Fiscal Year 2018, as follows:

CPC Administrative Expenses	\$15,000
CPC Salaries	5,000
CPC Debt Expense	463,475
<u>Transfer To Affordable Housing Trust:</u>	
Affordable Housing Trust Coordinator	20,000
Affordable Housing Trust Administrative	2,000
Total Direct Costs	\$505,475

Reserves:

**10% of Estimated
Fund Revenues**

Open Space	91,076
Community Housing	69,076
Historical Preservation	91,076

or act in any manner relating thereto.

COMMUNITY PRESERVATION COMMITTEE

VOTED: To act on the report of the Community Preservation Committee for the Fiscal Year 2018 Community Preservation budget and to appropriate, or reserve for later appropriations, monies from the Community Preservation Fund annual revenues or available funds for the administrative expenses of the Community Preservation Committee, the payment of debt service, the undertaking of community preservation projects and all other necessary and proper expenses for the Fiscal Year 2018, as follows:

CPC Administrative Expenses	\$15,000
CPC Salaries	5,000
CPC Debt Expense	463,475
<u>Transfer To Affordable Housing Trust:</u>	
Affordable Housing Trust Coordinator	7,219
Affordable Housing Trust Administrative	2,500
Affordable Housing Legal	10,000
Retain Existing Affordable Housing	13,225
Total Direct Costs	505,475

Reserves:

10% of Estimated Fund Revenues

Open Space	56,076
Community Housing	58,132
Historical Preservation	91,076

VV

(Unanimous)

ARTICLE 19: (Fund Trail Kiosks and Signage)

To see if the Town will vote to transfer from available Community Preservation Act Fund Open Space Reserves the sum of \$10,000 to the Open Space Committee to fund the costs of producing identification and wayfinding signage for Medway's various open space areas and trails, or to act in any manner relating thereto.

OPEN SPACE COMMITTEE

VV

(Unanimous)

ARTICLE 20: (Fund Adams Street Meadow Parking Area)

To see if the Town will vote to transfer from available Community Preservation Act Fund Open Space Reserves the sum of \$2,000 to the Open Space Committee to fund the costs of natural surface materials for developing a small parking area at the Adams Street meadow site, or to act in any manner relating thereto.

OPEN SPACE COMMITTEE

NO POSITIVE MOTION

ARTICLE 21: (Fund Open Space Master Plan)

To see if the Town will vote to transfer from Community Preservation Act Fund Open Space Reserves the sum of \$25,000 to the Community and Economic Development Department to fund the costs to update the Town of Medway's official Open Space and Recreation Plan, or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

OPEN SPACE COMMITTEE

CONSERVATION COMMISSION

VV

(Unanimous)

ARTICLE 22: (Repurpose Borrowing – Library Fixtures and Equipment)

To see if the Town will vote to re-purpose \$34,000 of unexpended bond proceeds originally voted under Article 9 of the 2015 Annual Town Meeting and, further, to transfer the proceeds to make improvements to the property and to purchase fixtures and equipment at the Medway Public Library, or act in any manner relating thereto.

LIBRARY DIRECTOR

VV

(Unanimous)

ARTICLE 23: (Land Acquisition: DPS Facility – 0R Crooks St)

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise and to accept the deed to the Town of a fee simple interest in all or a portion of a parcel of land located at 0R Crooks Street, Assessors Map 50, Parcel 50-003, containing 1.5 acres more or less, upon such terms and conditions as the Board of Selectmen shall determine to be appropriate, to be under the management and control of Board of Selectmen for general municipal purposes, and, further, to see if the Town will vote to transfer from available funds or raise and appropriate a sum of money to pay costs of obtaining the property and for the payment of all other costs incidental and related thereto and to authorize the Board of Selectmen and Town officers to take all related actions necessary or appropriate to carry out this acquisition, including the submission, on behalf of the Town, of any and all applications deemed necessary for grants and/or reimbursements from any state or federal programs and to receive and accept such grants or reimbursements for this purpose, and/or any other purposes in any way connected with the scope of this Article, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: To authorize the Board of Selectmen to acquire by gift, eminent domain, and or purchase and accept the deed to the Town of a fee simple interest in all or a portion of a parcel of land located at 0RCrooks Street, Assessors Map 50, Parcel 50-003, containing 1.5 acres more or less, upon such terms and conditions as the Board of Selectmen shall determine to be appropriate, to be under the management and control of the Board of Selectmen for general municipal purposes, and, further, to transfer \$4,500.00 from certified free cash to pay any costs of obtaining the property and for the payment of all other costs incidental and related thereto and to authorize the Board of Selectmen and Town officers to take all related actions necessary or appropriate to carry out this acquisition, including the submission, on behalf of the town, of any and all applications deemed necessary for grants and /or reimbursements from any state or federal programs and to receive and accept such

grants or reimbursements for this purpose, and/or any other purposes in any way connected with the scope of this article.

VV

(Unanimous)

ARTICLE 24: (Land Acquisition: DPS Facility – 13R Chestnut St)

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise and to accept the deed to the Town of a fee simple interest in all or a portion of a parcel of land located at 13R Chestnut Street, Assessors Map 51, Parcel 51-007, containing 0.957 acres more or less, upon such terms and conditions as the Board of Selectmen shall determine to be appropriate, to be under the management and control of Board of Selectmen for general municipal purposes, and, further, to see if the Town will vote to transfer from available funds or raise and appropriate a sum of money to pay costs of obtaining the property and for the payment of all other costs incidental and related thereto and to authorize the Board of Selectmen and Town officers to take all related actions necessary or appropriate to carry out this acquisition, including the submission, on behalf of the Town, of any and all applications deemed necessary for grants and/or reimbursements from any state or federal programs and to receive and accept such grants or reimbursements for this purpose, and/or any other purposes in any way connected with the scope of this Article, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: To authorize the Board of Selectmen to acquire by gift, eminent domain, and/or purchase and authorize the Board of Selectmen to accept the deed to the Town of a fee simple interest in all or a portion of a parcel of land located at 13R Chestnut Street, Assessors Map 51, parcel 51-007, containing 0.957 acres more or less, upon such terms and conditions as the Board of Selectmen shall determine to be appropriate, to be under the management and control of Board of Selectmen for general municipal purposes and to transfer from certified free cash the sum of \$15,000.00 for this acquisition, and, further, to transfer from certified free cash the sum of \$4,500.00 to pay any costs of obtaining the property and for the payment of all other costs incidental and related thereto and to authorize the Board of Selectmen and town officers to take all related actions necessary or appropriate to carry out this acquisition, including the submission, on behalf of the Town, of any and all applications deemed necessary for grants and/or reimbursements from any state or federal programs and to receive and accept such grants or reimbursements for this purpose, and/or any other purpose, s in any way connected with the scope of this article.

VV

(Unanimous)

ARTICLE 25: (Accept MGL Ch. 138 – Cordials & Liqueurs)

To see if the town will vote to accept the provisions of the following paragraph of Massachusetts General Laws Chapter 138, Section 12: “A common victualler, who holds a license under this section to sell wines and malt beverages may, upon written approval, also sell liqueurs and cordials pursuant to said license, subject, however, to all other licensing provisions of this chapter.”, or act in any manner relating thereto.

BOARD OF SELECTMEN

VV

(Unanimous)

ARTICLE 26: (Amend General Bylaws – Revolving Funds; Authorize FY18 Spending Limits)

To see if the Town will vote pursuant to the provisions of Massachusetts General Laws Chapter 44, Section 53E½, as most recently amended, to authorize revolving funds for Fiscal Year 2018, and/or to amend the General Bylaws by inserting a new bylaw establishing various revolving funds, specifying the departmental receipts to be credited to each fund, the departmental purposes or programs for which each fund may be expended, and the entity authorized to expend each fund, such bylaw to provide as follows:

Revolving Funds

There are hereby established in the Town of Medway pursuant to the provisions of General Laws Chapter 44, Section 53E½, the following Revolving Funds:

Program or Purpose	Authorized Representative or Board to Spend	Department Receipts
Self-supporting parks and recreation services	Department of Public Services	Fees and charges received from permitting parks, fields, and recreational activities.
Dial-a-ride van service for seniors and disabled; shuttle service to Norfolk commuter rail station, and other necessary transportation services	Council on Aging Department	Fees, charges or donations received in connection with transportation services provided through the Council on Aging and the Greater Attleboro Taunton Regional Transit Authority (GATRA) reimbursement.
Library printer, copier and fax expenses	Library Department	Fees or charges received in connection with public use of this equipment.
Library meeting room	Library Department	Fees or charges received in connection with public use of meeting rooms.
Thayer Homestead partial self-support of property	Town Administrator	Fees or charges received in connection with rental of the facility.
Tobacco license compliance inspections	Health Department	Tobacco license fees

Expenditures from each revolving fund set forth herein shall be subject to the limitation established annually by Town Meeting or any increase therein as may be authorized in accordance with General Laws Chapter 44, Section 53E½.

And, further, to set Fiscal Year 2018 spending limits for such revolving funds as follows:

Program or Purpose	FY 2018 Spending Limit
Self-supporting parks and recreation services	\$150,000
Dial-a-ride van service for seniors and disabled; shuttle service to Norfolk commuter rail station, and other necessary transportation services	\$120,000
Library printer, copier and fax expenses	\$3,000
Library meeting room	\$1,000
Thayer Homestead partial self-support of property	\$50,000
Tobacco license compliance inspections	\$2,500

Or take any other action relative thereto.

BOARD OF SELECTMEN

(For the Various Departments Indicated)

VV

(Unanimous)

ARTICLE 27: (Amend General Bylaws: License or Permit Denial)

To see if the Town will vote to amend Medway General Bylaws Article XVI, License or Permit Denial, Section 16.1, to conform to recent amendments to Massachusetts General Law Chapter 40, Section 57, as follows:

Section 16.1: insert after the word “annually”, the following: “, and may periodically”; and delete the words: “for not less than a twelve month period”.

Or act in any manner relating thereto.

BOARD OF SELECTMEN

VV

(Unanimous)

ARTICLE 28: (Amend General Bylaws: Fire Dept.)

To see if the Town will vote to amend Medway General Bylaws, Article III, Fire Department, by eliminating in its entirety the wording in Section 3.2.1 and replacing it with the following:

“Any call firefighter of the Medway Fire Department must be a resident of the Town of Medway or a municipality which is contiguous to the Town of Medway.”,

And, by also eliminating in its entirety Section 3.3 of said Article III and reserving this section number for future use, or act in any manner relating thereto.

BOARD OF SELECTMEN

VV

(Unanimous)

ARTICLE 29: (Amend General Bylaws: Stormwater Regulation)

To see if the Town will vote to amend the Medway General Bylaws Stormwater Management Article XXVI by replacing the language in its entirety with the proposed text dated March 24, 2017 as found on file in the Office of the Town Clerk and at the Medway Public Library, or act in any manner related thereto.

**DEPARTMENT OF PUBLIC SERVICES
CONSERVATION COMMISSION**

VV

(Unanimous)

ARTICLE 30: (Article Removed – Article Number Reserved)

ARTICLE 31: (Amend Zoning Bylaws – Nonconforming Uses and Structures)

To see if the Town will vote to amend Section 5.5. Paragraph B Nonconforming Uses and Structures of the Zoning Bylaw as follows:

B. Commencement of Construction or Operation. Construction or operations under a building permit or special permit shall conform to any subsequent amendments to this Zoning Bylaw, unless the use or construction is commenced within a period of not more than ~~six~~ **twelve** months after the issuance of the permit and in any case involving construction, unless such construction is continued through to completion as continuously and expeditiously as is reasonable.

Or act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

(Unanimous)

ARTICLE 32: (Amend Zoning Bylaws: Flood Plain/Wetland Protection District)

To see if the Town will vote to amend the Zoning Bylaw, Sub-Section 5.6.1 Flood Plain/Wetland Protection District by revising Paragraph C. Applicability as follows:

C. Applicability. The Flood Plain/Wetland Protection District includes:

All special flood hazard areas designated as Zone A or AE on the Norfolk County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program as may be updated or revised. The map panels of the Norfolk County FIRM that are wholly or partially within the Town of Medway are panel numbers 25021C - 0136E, 0137E, 0138E, 0139E, 0141E, 0142E, 0413E, and 0144E with a preliminary date of June 12, 2009 and an effective date of July 17, 2012. The exact boundaries of the District may be defined by the 100-year base flood elevations shown on the FIRM and further defined by the Norfolk County Flood Insurance Study (FIS) with an effective date of July 17, 2012. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk, Planning and Economic Development Board, Conservation Commission, Building Department and Board of Assessors.

And by deleting items 2-5 in Paragraph C. Applicability as noted below:

- ~~2. All land bordering any natural water body that lies within a horizontal distance of twenty five feet from the mean high water line except as otherwise defined on the Flood Plain/Wetland Protection District Map.~~
- ~~3. All water bodies encircled by boundary lines of the District.~~
- ~~4. All that land along the following named brooks and their tributaries: Stall Brook, Hopping Brook, Chicken Brook and certain unnamed brooks and streams that lie within a horizontal distance of twenty five feet of the thread of said brooks and streams except as otherwise defined on the Flood Plain/Wetland Protection District Map.~~
- ~~5. All those wetlands which may be described as upland swamps or marshes which lie at the source of the brooks or their tributaries or which lie in surface depressions without drainage outlets, as defined on the Flood Plain/Wetland Protection District Map.~~

And by changing the name of Sub-Section 5.6.1 from Flood Plain/Wetland Protection District to Flood Plain District.

And by changing all references to Flood Plain/Wetland Protection District in Sub-Section 5.6.1 to Flood Plain District.

And by changing the reference to Flood Plain/Wetland Protection district in Paragraph C. 1 Overlay Districts in Section 4.1 Districts and in Paragraphs A and B in Section 4.2 Zoning Map to Flood Plain District.

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

(unanimous)

ARTICLE 33: (Amend Zoning Bylaws: Correct Internal Cross References)

To see if the Town will vote to amend the Zoning Bylaw at various locations throughout to correct the numbering of internal cross references to other sections or sub-sections of the Bylaw as follows:

In Sub-Section 5.6.2 Adaptive Use Overlay District, Paragraph E. Medway Mill Conservation Subdistrict.

- In the opening paragraph, by deleting the reference to SECTION 1 and inserting **5.6.2. A.** in its place.
- In item 1. Permitted Uses, by deleting the reference to Section D(1) and D(2) and inserting **5.6.2.D.1. and D.2.** in its place.

In Section 7.2 Signs, Sub-Section 7.2.2 Exempt Signs, Paragraph A. 16. c., by deleting references to Paragraphs 7 and 8 and replacing those with **7.2.4 and 7.2.5** in its place.

In Section 7.2 Signs, Sub-Section 7.2.6 Administration, Paragraph A. 1, by deleting the reference to Paragraph 5 and inserting **7.2.2** in its place.

In Section 7.3 Environmental Standards, by deleting the reference in Paragraph A. to Section 3 and inserting **SECTION 5**, in its place.

In Section 8.1 Infill Housing, by deleting the reference in Paragraph C. Basic Requirements, 4. to Section 5.5.1 and inserting **Section 8.1**, in its place.

In Section 8.5 Adult Retirement Community Planned Unit Development, Paragraph H. Open Space, 2. by deleting the reference to Section 5.5.3.(F) and inserting **8.4. F.** in its place.

In Section 8.4 Open Space Residential Development, Paragraph I. Special Permit Procedures, 3. Decision, by deleting the reference in a. to Section 5.5.3 and inserting **Section 8.4** in its place.

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

(Unanimous)

ARTICLE 34: (Amend Zoning Bylaws: New Definitions)

To see if the Town will vote to amend the Zoning Bylaw, SECTION 2 DEFINITIONS by adding certain new definitions in alphabetical order, by revising other definitions, and inserting Figure A as follows: (deletions are noted with a ~~striketrough~~):

Assisted Living or Congregate Living Facility: An assisted living residence facility as defined by G.L. c. 19D.

Buffer Area – Natural, wooded, vegetated, open areas, earthen berms or mounds, landscaped areas or any combination thereof including fences and walls, used to physically separate or screen one use or property from another use or property or provide a visual or sound barrier between adjacent properties by shielding or reducing noise, lights or other intrusions.

Frontage: That portion of a lot which fronts on a street or streets from which physical access to the principal building on the lot can be provided. ~~Frontage is measured as the distance between the points of intersection of the side lot lines with the front lot line. In the case of a corner lot bounding more than one street, the measurement on both streets may be used to determine if the lot meets the minimum frontage requirements of the particular zoning district. With a corner lot, the frontage is measured from the side lot line to the midpoint of the arc that constitutes the corner rounding at the intersection of the two streets. See Section 6.2., Paragraph E.~~

Lot: A single area of land in one ownership defined by bounds or boundary lines in a recorded deed or shown on a recorded plan.

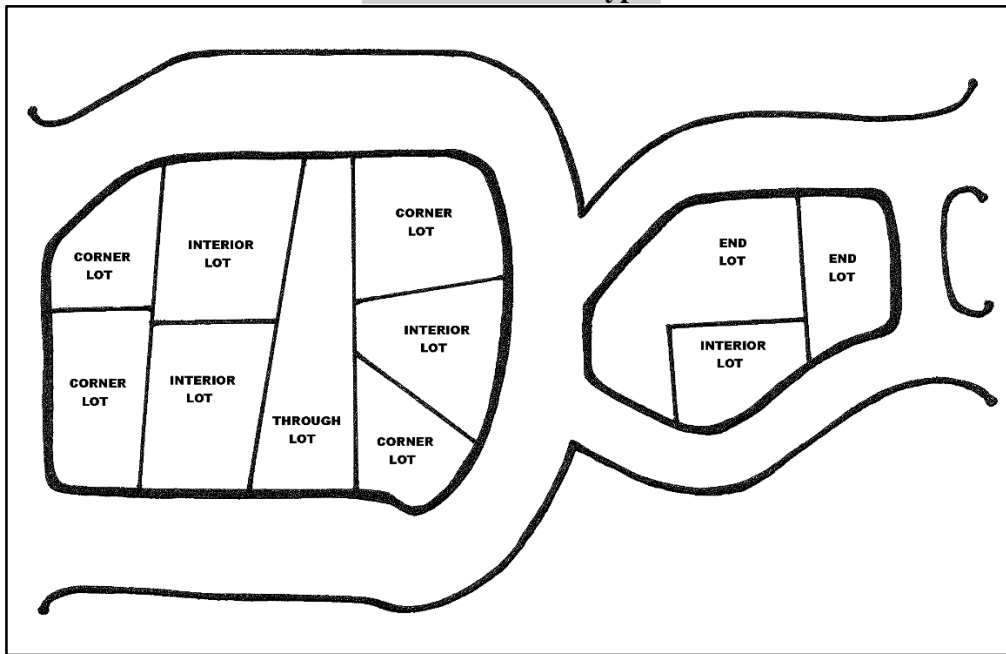
- **Lot, Corner:** A lot that is contiguous with the intersection of two streets meeting at an angle of less than one-hundred and thirty-five degrees. A corner lot has two front lot lines. A lot that is contiguous with one street and located at an arc of said street which is less than one hundred and thirty-five degrees shall also be defined as a corner lot.
- **Lot, End:** A lot that is contiguous with the intersections of one or more streets meeting at an angle of less than one-hundred and thirty-five degrees at two or more points. An end lot has at least three front lot lines. A lot that is contiguous with one or more streets and located at an arc of

said streets which is less than one hundred and thirty-five degrees at two or more points shall also be defined as an end lot.

- **Lot, Interior:** Any lot which is not a Corner Lot or an End Lot.
- **Lot, Through:** An interior lot having a pair of parallel, or approximately parallel, front lot lines and street frontages.

See Figure A – Lot Types

FIGURE A – Lot Types



Lot Area: The total area of a lot, including land over which permanent easements have been granted, but not including the area of any adjacent street rights-of-way.

Lot Line: A line of record bounding a lot that divides one lot from another lot or from a way or any public space.

- **Lot Line, Front:** A lot line separating a lot from a street right of way.
- **Lot Line, Rear:** A line separating a lot from other lots or from land in a different ownership, being the boundary of a lot which is opposite or approximately opposite the front lot line. Any lot line other than a front or side lot line.
- **Lot Line, Side:** Any lot line other than a front or rear lot line. Any lot line which intersects a front lot line.

Manufacturing – The transformation or processing of raw materials or substances, components or parts into new finished or semi-finished products by the use of machines, tools, and labor through a mechanical, chemical or other process. Also includes May also include the blending of materials, fabrication, and the assembly of component parts, and the packaging of products for distribution, storage and sale.

- **Assembly** – The putting together of manufactured parts to make a machine or other completed product
- **Fabrication** – A manufacturing process in which an item is made from raw or semi-finished materials instead of being assembled from ready-made components or parts
- **Packaging** – The enclosing or protecting of manufactured products for distribution, storage, sale and use.

- **Processing** – A manufacturing process in which a series of mechanical or chemical operations takes place on something in stages or a sequence of actions taken in order to change or preserve something during production
- **Light Manufacturing** – The manufacturing of finished products or parts from predominantly previously prepared materials, which may include processing, fabrication, assembly, treatment, and packaging of such products, provided that all manufacturing activities are contained entirely within a building and any resulting noise, dust, glare, odor, smoke, heat, and vibration are confined entirely within the building.

Tract: An area, piece of land, property, site, parcel, or lot or a combination thereof.

Two Family House/Duplex: A building intended and designed to be occupied by two families living independently in separate dwelling units within the same building, each of which has direct access to the outside.

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

(Unanimous)

ARTICLE 35: (Amend Zoning Bylaws: Schedule of Uses, Table 1)

To see if the Town will vote to amend the Zoning Bylaw, Section 5.4 Schedule of Uses, TABLE 1: Schedule of Uses as shown below:

NOTE: Table 1 Legend

Y: A use permitted by right

N: A prohibited use

SP: A use that may be allowed by special permit from the Zoning Board of Appeals

TABLE 1: SCHEDULE OF USES										
	AR-I	AR-II	VR	CB	VC	C-V	BI	I-I	I-II	I-III
C. RESIDENTIAL USES										
Detached single-family dwelling house	Y	Y	Y	N	Y	N	N	N	N	N
Two family house/duplex dwelling, provided that the exterior of the dwelling has the appearance of a single-family house dwelling.	N	SP	SP	N	N	N	N	N	N	N
E. INDUSTRIAL AND RELATED USES										
Manufacturing, processing, fabrication, packaging and assembly, and storage of goods manufactured on the premises	N	N	N	N	N	N	Y	Y	Y	Y
Light Manufacturing	N	N	N	N	N	Y	Y	Y	Y	Y

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

ARTICLE 36: (Amend Zoning Bylaws: OSRD)

To see if the Town will vote to amend the Zoning Bylaw, Section 8.4, Open Space Residential Development (OSRD) as described below:

By inserting a new Paragraph D. Affordable Housing as follows and relabeling Paragraphs D through J to become E through K.

D. Affordable Housing. An OSRD is subject to Sub-Section 8.6 Affordable Housing of this Bylaw.

And by revising existing Paragraph E. Density and Dimensional Regulations, Item 3. as follows:

E. Density and Dimensional Regulations

3. ~~There shall be a buffer area at least 15 feet side, consisting of natural vegetation, earthen materials and/or landscaping and/or fencing, located along the boundary of the site where it abuts existing neighborhoods unless waived by the Planning and Economic Development Board.~~ The fifteen foot area from the side and rear lot lines of the subject parcel shall serve as a buffer area as defined in this Bylaw. No buildings, structures, roadways, above ground utilities or other infrastructure shall be constructed within this buffer area, however fencing/stone walls and walking paths/trails are permitted.

And by inserting a new Item 4 as follows and relabeling the current item #4 to become #5.

4. No buildings or structures shall be constructed within fifty feet from the street right-of-way line of a public way or within fifty feet from the side and rear lot lines.

Or to act in any manner relating thereto.

ARTICLE 37: (Amend Zoning Bylaws: ARCPUD Definition and ARCPUD Regulations)

To see if the Town will vote to amend the Zoning Bylaw, SECTION 2 DEFINITIONS by amending the definition for Adult Retirement Community Planned Unit Development (ARCPUD) in SECTION 2 DEFINITIONS as follows:

Adult Retirement Community Planned Unit Development (ARCPUD): A master-planned development of land ~~as a unified, self-contained~~ for a residential community, constructed expressly for use and residency by persons who have achieved a minimum age requirement for residency of fifty-five years of age or older in accordance with G.L. c. 151B, § 4 and also incorporating the preservation and/or establishment of natural open space areas as an integral element of the development. ~~An ARCPUD shall be permitted only in an Adult Retirement Community Overlay District and only upon the granting of a special permit by the Planning and Economic Development Board. An ARCPUD shall include at least one of the Adult Retirement Community Residential Uses defined below in this Section 2 of the Zoning Bylaw. The Planning and Economic Development Board in its granting of the ARCPUD special permit may specifically authorize other appropriate uses.~~ An ARCPUD may include a variety or combination of housing types that may be sold or leased to individual residents, or may be operated or **managed** ~~sponsored as a coordinated unit~~ by a corporation or organization having among its principal purposes the provision of housing and resident services for retired and/or aging persons.

And by amending Section 8.5, Adult Retirement Community Planned Unit Development as specified below:

By amending Paragraph B. Applicability to read as follows:

B. Applicability. The Planning and Economic Board may grant a special permit for an Adult Retirement Community Planned Unit Development (ARCPUD), ~~ARCPUD Assisted Living Residence Facility, ARCPUD Congregate Living Facility, or ARCPUD Long Term Care Facility~~ for any tract of land with ~~ten~~ 10 or more acres, whether in one parcel or a set of contiguous parcels in the AR-I and AR-II district.

And by amending Paragraph D. Use Regulations, item 1. to read as follows:

1. The ARCPUD shall include at least one of the following residential uses.
 - a. ~~Congregate housing~~
 - a. b. Assisted living residence facility
 - b. c. Long-term care facility
 - c. d. Coordinated unit
 - d. e. Independent living residence facility
 - e. f. ~~Residential-s~~ Subdivision

And by amending Paragraph D. Use Regulations, item 2. to read as follows:

2. The ARCPUD may include any one or more of the following:
 - a. Detached single-family house dwelling or cottage
 - b. Townhouse
 - c. Two-family house/duplex Multifamily dwelling
 - d. Multifamily dwelling or apartment house
 - ~~d. e.~~ e. Conservation, agricultural, and recreation uses
 - e. f. Accessory uses, provided that aggregate floor area for accessory uses shall not exceed 5 percent of the total gross floor area of the buildings in the ARCPUD:
 - i. Local convenience retail, up to a maximum of 4,500 sq. ft. of gross floor area
 - ii. Medical office or clinic
 - iii. Adult day care
 - iv. Community center

And by amending Paragraph E. Density and Dimensional Regulations, item 2. as follows:

2. For purposes of this Section 8.5, a housing unit shall be defined as equal to:
 - a. A home site in an ARCPUD Subdivision, a dwelling unit in an ARCPUD Independent Living Residence Facility, an ARCPUD Coordinated Unit, a townhouse, or a dwelling unit as defined in Section 2 of this Zoning Bylaw;
 - b. Two studios or suites of rooms apartments/suites in an ARCPUD Assisted Living Residence Facility or Congregate Living Facility;

And by amending Paragraph E. Density and Dimensional Regulations, item #5 as follows:

5. No buildings or structures shall be constructed within fifty 50 feet from the street right-of-way line of a public way or within fifty 50 feet from the side and rear perimeter lot lines. ~~The 50-foot buffer shall be maintained in its natural state or a landscaped open space.~~

And by amending Paragraph E. Density and Dimensional Regulations by inserting a new item #6 as follows and relabeling current items #6 and #7 to become items #7 and #8.

6. The fifteen foot area from the side and rear lot lines of the subject parcel shall serve as a buffer area as defined in this Bylaw. No buildings, structures, roadways, above ground utilities or other infrastructure shall be constructed within this buffer area, however fencing/stone walls and walking paths/trails are permitted.

And by amending Paragraph H. Open Space, by adding item 5. as follows:

H. Open Space. At least 40 percent of the total land area of the ARCPUD shall be set aside and maintained as open space in accordance with the following standards:

5. Buffer areas required by E. 6 may be included in the required open space area.

And by inserting a new Paragraph E. Affordable Housing as follows and relabeling Paragraphs E through M to become F though N.

E. **Affordable Housing.** Except for a long-term care facility, an ARCPUD is subject to Section 8.6 Affordable Housing of this Bylaw.

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

(unanimous)

ARTICLE 38: (Amend Zoning Bylaws: Special Permits)

To see if the Town will vote to amend Paragraphs B, C and D in Section 3.4. SPECIAL PERMITS of the Zoning Bylaw as follows:

3.4 SPECIAL PERMITS

B. **Public Hearing.** The special permit granting authority shall hold a public hearing within sixty-five days of receipt of a special permit application, and shall issue a decision no later than ninety days from the close date of the public hearing. Notification requirements for a public hearing shall be in accordance with G.L. c. 40A, § 11.

C. **Decision Criteria.** Unless otherwise specified herein, special permits shall be granted by the special permit granting authority only upon its written determination that the adverse effects of the proposed use will not outweigh its beneficial impacts to the town or the neighborhood, in view of the particular characteristics of the site, and of the proposal in relation to that site. In making its determination, the special permit granting authority, in addition to any specific factors that may be set forth in other sections of this Zoning Bylaw, shall make findings on all of the applicable criteria specified below. ~~The determination shall include findings that all of the following criteria for granting a special permit are met:~~

1.2. The proposed site use is in an appropriate location for the proposed use, and is not detrimental to the neighborhood and does not significantly alter the character of the zoning district.

2.3. Adequate and appropriate facilities will be provided for the operation of the proposed use.

3. The proposed use as developed will not create a hazard to abutters, vehicles, pedestrians or the environment.

4.5. The proposed use will not cause undue traffic congestion or conflicts in the immediate area.

5.4. The proposed use will not be detrimental or otherwise offensive to the adjoining zoning districts and neighboring properties due to the effects of lighting, flooding, odors, dust, smoke, noise, vibration sewage, refuse materials, or other undesirable visual, site or operational attributes of the proposed use. or other nuisances.

6. The proposed use as developed will not adversely affect the surrounding neighborhood or significantly alter the character of the zoning district.

7.4. The proposed use is in harmony with the general purpose and intent of this Zoning Bylaw.

8.6. The proposed use is consistent with the goals of the Medway Master Plan.

9. The proposed use will not be detrimental to the public good.

D. **Conditions.** Special permits may be granted with such reasonable conditions, safeguards, or limitations on time or use, including performance guarantees, as the special permit granting authority may deem necessary to serve the purposes of this Zoning Bylaw. Such conditions may include but shall not be limited to the following:

1. Deadline to commence construction.
2. Dimensional standards more restrictive than those set forth in Section 6 of this Zoning Bylaw.
3. Limitations on signage, number of vehicles or parking spaces, noise, or hours of operation of construction equipment.
4. Limitation of size, method or hours of operation, extent of facilities, or other operating characteristics of a use.
5. Requirements pertaining to integrated emergency or alarm systems, maintenance, landscaping, dust control, wastewater disposal or water supply, bond or other performance guarantee.
6. Requirements for independent monitoring, at the expense of the applicant, and reporting to the Building Inspector, if necessary to ensure continuing compliance with the conditions of a special permit or of this Zoning Bylaw.
7. Term for years with or without automatic renewals, to the extent allowed by law.
8. The date of when the special permit shall commence.
9. On-site and off-site mitigation measures to ensure that the petitioner properly alleviates the development's impacts on the neighborhood and/or community.
10. Other limitations as may be reasonably related to reducing any adverse impact on, or increasing the compatibility of the proposed use, structure or activity with, the surrounding area.

Or to act in any manner relating thereto.

VV

(Unanimous)

ARTICLE 39: (Amend Zoning Bylaws: Accessory Building or Use Definition)

To see if the Town will vote to amend the Zoning Bylaw, SECTION 2. DEFINITIONS by deleting the existing definition of *Accessory Building or Use* and by inserting the following definitions instead:

~~**Accessory Building or Use:** A building or use customarily incidental to and located on the same lot with a principal building or use or on an adjoining lot under the same ownership.~~

Accessory Building or Structure: A detached building or structure located on the same lot as the principal building or on an adjoining lot under the same ownership and in the same zoning district, which is customarily incidental and subordinate to the principal building

Accessory Use: A use of land or of a building or structure or a portion thereof located on the same lot as the principal use or on an adjoining lot under the same ownership and in the same zoning district, which is customarily incidental and subordinate to the principal use.

And by adding a new Section 6.3 Accessory Buildings and Structures in SECTION 6 DIMENSIONAL REGULATIONS as follows:

6.3 Accessory Buildings or Structures

A. In a residential zoning district, there shall be no more than five accessory buildings or structures on any lot unless authorized by special permit from the Zoning Board of Appeals.

B. In a residential zoning district, an accessory building or structure shall not exceed 3,000 sq. ft. in gross floor area unless authorized by special permit from the Zoning Board of Appeals.

C. In a residential zoning district, the area of any single accessory building or structure shall not exceed the gross floor area of the principle residential building on the premises unless authorized by special permit from the Zoning Board of Appeals.

D. In any zoning district, the primary and accessory buildings and structures shall not exceed the maximum lot coverage requirements specified in TABLE 2 DIMENSIONAL AND DENSITY REGULATIONS of this Bylaw.

E. In reviewing special permit applications for accessory buildings or structures in residential zoning districts, the Zoning Board of Appeals shall consider the *Medway Design Review Guidelines* applicable to residential zones.

And by amending Section 6.1 TABLE 2. DIMENSIONAL AND DENSITY REGULATIONS as follows:

TABLE 2. DIMENSIONAL AND DENSITY REGULATIONS										
Requirement	AR-I	AR-II	VR	CB	VC	C-V	BI	I-1	I-2	I-3
Maximum Lot Coverage (pct. of lot) (Primary and accessory buildings and structures)	25%	30%	30%	80%	80%	40%	40%	NA	NA	NA

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

(Unanimous)

ARTICLE 40: (Amend Zoning Bylaws: Lot Frontage and Setbacks)

To see if the Town will vote to amend the Zoning Bylaw, Section 6.2 General Provisions by revising Paragraph E. Lot Frontage, item 2. Measurement of Lot Frontage as follows:

E. Lot Frontage

2. Measurement of Lot Frontage.

a. Frontage is measured in a continuous line along the sideline of the street right-of way between points of intersection of the side lot lines with the street- right-of way line. The measurement of lot frontage excludes jogs in the street width, backup strips and other irregularities in the street line.

b. ~~The minimum frontage for a Corner Lot or End Lot shall be provided from one contiguous line along the front lot line, from the point of intersection with a side lot line to the midpoint of the corner are.~~

b. For a Corner Lot or End Lot, the measurement of multiple front lot lines may be used, however the entire minimum length of frontage shall be continuous without any breaks.

c. For Through Lots, only one front lot line may be used to meet the minimum frontage length requirement.

And by inserting a new Paragraph F. Setbacks as follows:

F. Setbacks

a. Minimum setbacks. Every lot must have at least the minimum lot setbacks set forth in TABLE 2 Dimensional and Density Regulations for the zoning district in which the lot is located.

b. For a Corner or End Lot, the required minimum front setback shall be required from all front lot lines.

c. For Through Lots, the front setback shall be required on all front lot lines; side setbacks shall be required on all remaining side and rear lot lines.

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

(Unanimous)

ARTICLE 41: (Amend Zoning Bylaws: Affordable Housing)

To see if the Town will vote to amend the Zoning Bylaw by adding or revising the definitions in SECTION 2 DEFINITIONS as follows:

Affordable Housing Unit: A dwelling unit that is affordable to and occupied by a Low or Moderate Income Household and meets the requirements for inclusion on the Subsidized Housing Inventory. ~~Affordable units shall remain as affordable units in perpetuity. These units shall have the same construction methods, physical characteristics as, and be intermingled with other units in the subdivision or development.~~

~~**Affordable Housing Trust Fund:** An account established and operated by the Town for the exclusive purpose of creating or preserving affordable housing units in the Town of Medway.~~

Area Median Income (AMI): The median income for households within the designated statistical area that includes the Town of Medway, as reported annually and adjusted for household size by the U.S. Department of Housing and Urban Development for the Boston Standard Metropolitan Statistical Area.

Deed Rider: A legally binding instrument in a form consistent with LIP requirements which runs with the land to ensure the long-term affordability of an Affordable Housing Unit. It specifies the terms and conditions under which an Affordable Housing Unit may be occupied, refinanced, improved, marketed and sold. A deed rider is appended to the deed of any Affordable Housing Unit and recorded with the relevant registry of deeds or land court registry district.

DHCD: Massachusetts Department of Housing and Community Development and its successors, as established and currently existing pursuant to G.L. c. 23B and c. 6A.

Eligible Household: Any household whose total income does not exceed eighty (80) percent of the Area Median Income of households in the Boston Standard Metropolitan Statistical Area adjusted for family size, or such other equivalent income standard as may be determined by the Medway Affordable Housing Trust Fund. Also referred to as Qualified Purchasers and Renters.

Equivalent Affordable Housing Unit Value: An amount equal to the difference between the median sale price for market rate single family homes sold in Medway during the thirty six months preceding the date of application, as determined by the Board of Assessors based on deeds recorded with the Norfolk Registry of Deeds for arms-length transactions, and the purchase price of a home that is affordable to a qualified purchaser as determined by (DHCD), assuming a household size of four, or one person per bedroom plus one additional person with the number of bedrooms being the average number in the development, whichever is less. For developments other than single family detached structures (e.g. duplexes or multifamily condominiums) the Planning and Economic Development Board may substitute the median sale price of the applicable type of market rate dwelling unit for the median sale price of single family homes in the preceding formula.

LIP: Massachusetts Local Initiative Program pursuant to G.L. c. 40B.

Medway Affordable Housing Trust: An organization established by the Town of Medway pursuant to G.L. c. 44, § 55C to support the creation and preservation of affordable housing in order to secure rental and homeownership opportunities for Low or Moderate Income Households.

Medway Affordable Housing Trust Fund: A fund established by the Town of Medway pursuant to G.L. c. 44, § 55C for the purpose of receiving, holding, investing, and/or expending funds to reduce the cost of housing for Qualified Purchasers and Renters, or for the purpose of encouraging, creating, preserving, or subsidizing the construction or rehabilitation of housing for Qualified Purchasers and Renters. Sources of receipts for the Fund shall be as specified in Section 2.18 of the Medway General Bylaws.

Mixed-Use Development: A development project that combines retail/commercial, service, and/or office uses with residential in the same building or on the same site.

Off-Site Unit: An Affordable Housing Unit produced by the Applicant on a site other than the primary residential development in compliance with Section 8.6 of the Medway Zoning Bylaw.

Regulatory Agreement: A tri-party contract provided by DHCD and entered into by DHCD, the Town of Medway and the developer of Affordable Housing Units. The Agreement specifies the rights and responsibilities of the three parties throughout a housing unit's term of affordability including compliance monitoring, enforcement of affordable housing restrictions, and affirmative fair housing marketing requirements. A Regulatory Agreement is recorded with the relevant registry of deeds or land court registry district.

And by replacing Section 8.6 Affordable Housing in its entirety by inserting the following in its place:

8.6 Affordable Housing

- A. **Purpose and Intent.** The purpose of this Affordable Housing Bylaw is to create housing opportunities in Medway for people of varying ages and income levels; to increase the supply of affordable housing for Eligible Households with low and moderate incomes; to promote a mix and geographic distribution of affordable housing throughout the town; to provide housing options for people who work in Medway; and to create housing units eligible for listing in the Subsidized Housing Inventory. At a minimum, affordable housing produced through this Section should comply with the requirements set

forth in G.L. c. 40B §§20-23 and related regulations, guidelines issued by DHCD, and other affordable housing programs developed by the Commonwealth of Massachusetts or the Town of Medway.

B. Applicability.

1. In applicable zoning districts, this Section shall apply to the following uses:
 - a. Any Two Family House or Multifamily Development or Mixed-Use Development that results in a net increase of six or more Dwelling Units, whether by new construction or by the alteration, expansion, reconstruction, or change of existing residential or non-residential space, whether on one or more contiguous parcels.
 - b. Any development of detached single-family Dwellings that results in a net increase of ten or more Dwelling Units.
 - c. Open Space Residential Development (OSRD) approved pursuant to an OSRD special permit under Section 8.4 of this Zoning Bylaw.
 - d. Adult Retirement Community Planned Unit Development (ARCPUD) approved pursuant to an ARCPUD special permit under Section 8.5 of this Zoning Bylaw.
2. Multifamily Developments, Mixed-Use Developments, or single-family developments shall not be segmented to avoid compliance with this Section. Segmentation shall mean one or more divisions of land that cumulatively result in a net increase of ten or more lots or Dwelling Units above the number existing thirty-six months earlier on any parcel or set of contiguous parcels held in common ownership on or after the effective date of this Section.
3. This Section shall not apply to the construction of single-family dwellings on individual lots if said lots were in existence prior to the effective date of this Section.
4. For projects not listed herein, Affordable Housing Units may be provided voluntarily in exchange for density bonus pursuant to a special permit from the Planning and Economic Development Board.

C. Mandatory Provision of Affordable Housing Units.

1. In any development subject to this Section, the percentage of Affordable Housing Units required will be as specified in Table 11, *Affordable Housing Units Required by Project Size*:

TABLE 11	
Affordable Housing Units Required by Project Size	
Project Size (Units)	Percent Affordable Units
6-12*	10%
13-17	12%
18-20	15%
21 and over	20%

*Projects consisting of less than 10 single-family detached units do not require an affordable set-aside.

2. The table above may generate a fractional Affordable Housing Unit. A fractional Affordable Housing Unit of 0.5 or higher shall be rounded up to the next whole number. Fractional housing units of less than 0.5 shall require a payment equal to the product of the fraction multiplied by the cash contribution for a whole Affordable Housing Unit as specified in Paragraph D. 3. herein. The

Applicant may choose to have the fractional housing unit of less than 0.5 rounded up to the next whole number, rather than converted to a cash payment.

3. **Deed rider.** Any Affordable Housing Unit shall have a Deed Rider to regulate the future resale of the property. The Applicant is required to prepare a Deed Rider for each Affordable Housing Unit that is consistent with that used in the LIP and the Regulatory Agreement approved by DHCD for recording with the appropriate Registry of Deeds or Registry District of the Land Court.

D. **Methods of Providing Affordable Housing Units.** The Planning and Economic Development Board in consultation with the Medway Affordable Housing Trust and Affordable Housing Committee may authorize one or more of the following methods for providing Affordable Housing Units, alone or in combination.

1. **On-Site units.** Construction of Affordable Housing Units within the development shall be permitted by right.
2. **Off-Site Units.** Creation of Affordable Housing Units on a lot or parcel that is not included in the subject development.
 - a. Off-Site Units may be constructed by the Applicant or be an existing Dwelling Unit that is rehabilitated.
 - b. Off-Site Units need not be located in the same zoning district as the development.
 - c. The Planning and Economic Development Board shall approve the location of the Off-Site Units.
 - d. The Applicant shall provide a demonstration of site control, documenting that the Applicant or a related entity holds title, ground lease, option, or contract for purchase.
 - e. The Applicant shall demonstrate that the land is developable and suitable for the number of Affordable Housing Units required in conformance with this Zoning Bylaw and any relevant state and local regulations governing the property.
 - f. The Applicant shall provide a demonstration of the necessary financing to complete the off-site development or rehabilitation.
 - g. The Applicant shall provide an architect's conceptual site plan with unit designs and architectural elevations, a demonstration that the site plan can meet the Site Plan Review standards set forth in Section 3.5 of this Zoning Bylaw.
 - h. Preservation of existing Dwelling Units for affordable housing, rather than construction of Off-Site Units, may be accomplished by purchasing deed restrictions and providing funds for capital improvements.
 - i. The Planning and Economic Development Board may require that the Applicant submit appraisals of the off-site property in question, as well as other data relevant to the determination of equivalent value.

3. **Payment of a fee in lieu of Affordable Housing Units**

- a. Such payments shall be made to the Medway Affordable Housing Trust.
- b. The payment shall be an amount equal to the required number of Affordable Housing Units multiplied by the median sales price of a Medway market-rate home comparable in type, size, and number of bedrooms over a period of eighteen months prior to the date of application submission. The amount of such payment shall not be decreased based on the value of an Affordable Housing Unit. Data for sales price shall be that as provided by the Medway Assessing Department.

- c. Payments in lieu of Affordable Housing Units shall not be accepted as part of a rental development, either Mixed-Use Development or Multifamily Development.
 - d. Payments in lieu shall be made according to *Table 12 - Schedule for Completion of Affordable Housing Units* set forth in Paragraph I herein.
4. In no event shall the total value of newly constructed or rehabilitated Off-Site Units and/or cash payments provided be less than the median price of a Medway market-rate home comparable in type, size, and number of bedrooms over a period of eighteen months prior to the date of application submission multiplied by the number of Affordable Housing Units required under Paragraph C.1.

E. Density Bonus; Affordable Housing Special Permit.

- 1. The Planning and Economic Development Board may grant an Affordable Housing special permit, by a four-fifths vote, to modify or waive this Bylaw's dimensional and density requirements as specified in Section 6.1 in order to increase the number of market-rate units to help offset the affordable housing requirement:
 - a. **On-site provision of Affordable Housing Units.** A density bonus may be granted to increase the number of market-rate units by the required number of Affordable Housing Units under Paragraph C. For example, for a development that must provide two Affordable Housing Units and the developer chooses to include those on the premises, two additional on-site market-rate units may be allowed.
 - b. **Off-site provision of Affordable Housing Units.** A density bonus may be granted to increase the number of market-rate units by one-half the required number of affordable units under Paragraph C. For example, for a development that must provide two Affordable Housing Units and the developer chooses to provide those off-site, one additional on-site market rate unit may be allowed.
 - c. No density bonus shall be granted when the requirements of this Section are met with a payment in lieu of Affordable Housing Units pursuant to Paragraph D. 3.
 - d. The density bonus may be granted for a development not subject to Paragraph B.1 that provides Affordable Housing Units voluntarily.
- 2. **Adjustment of Dimensional Requirements.** When the subject development is a subdivision, the Board may adjust the minimum lot area, minimum lot frontage, and minimum front, rear, and side setbacks required in the underlying zoning district for the subject development to allow for the increase in total number of Dwelling Units as long as the layout of all lots meets the following requirements:
 - a. No individual lot shall be reduced in area or frontage to less than eighty percent of the required minimum in the district, and
 - b. Any lot with an Affordable Housing Unit shall be no smaller in area and frontage than the median of the lot area and frontage of all the lots in said development.
- 3. **Type of Dwelling Unit.** The Board may authorize types of Dwelling Units not otherwise permitted in the underlying zoning district to allow for the increase in the total number of market rate Dwelling Units. For example, in a district where only single-family dwellings are allowed by right, a development with an affordable housing density bonus may be designed to include duplexes, townhouses, or multi-family dwellings for both the market rate and Affordable Housing Units.

F. Location and Comparability of Affordable Housing Units.

- 1. The permit application for the proposed development shall include a plan showing the proposed locations of the Affordable Housing Units.

2. On-site Affordable Housing Units shall be proportionately distributed throughout a development in terms of location and unit type, size and number of bedrooms in accordance with the LIP requirements. For example, a development consisting of a mix of single-family detached homes, attached townhouses, and apartments shall include Affordable Housing Units of each housing type in proportion to the market-rate units.
3. On-site Affordable Housing Units shall be as conveniently located to the development's common amenities as the market rate units.
4. Newly constructed on and off-site Affordable Housing Units shall comply at a minimum with the LIP Design and Construction Standards as they may be amended, including the requirement that Affordable Housing Units shall be indistinguishable from market-rate units as viewed from the exterior.
5. On-site Affordable Housing Units shall:
 - a. Be equivalent to the market-rate units in terms of design, quality of construction and workmanship, mechanical, plumbing, heating and cooling systems, roofing, insulation, windows and energy efficiency; and
 - b. Include a garage(s) and/or parking space if the market-rate units include a garage(s) and/or parking space; and
 - c. Contain good quality and highly durable interior finishes, flooring, lighting and plumbing fixtures, and appliances that are consistent with contemporary standards for new housing and installed with equivalent workmanship to the market rate units.
 - d. Be provided product and system warranties equivalent to those supplied for market rate units.
 - e. Include an equivalent quantity of cabinets, countertops, appliances, lighting and plumbing fixtures, and closets to those provided for market rate units.
6. Off-site rehabilitated units for affordable housing shall comply at a minimum with the following criteria:
 - a. Exterior renovations/improvements shall reflect the character of the surrounding neighborhood.
 - b. DHCD's HOME/HSF/CIPF/CATNHP Construction/Rehabilitation Guidelines as may be amended.
 - c. State Building Code as amended by Massachusetts regulations 780 CMR, as may be amended.
7. Newly constructed Affordable Housing Units shall contain at least the minimum amount of interior living space, excluding basement space, as specified in the LIP Design and Construction Standards. The Planning and Economic Development Board may make reasonable exceptions for the size and number of bedrooms of existing Dwelling Units that are purchased and resold or rented as Affordable Housing Units with an appropriate deed restriction.
8. The owners and tenants of market-rate and on-site Affordable Housing Units shall have the same rights and privileges to use any common amenities within the development.
9. The Building Inspector may inspect the premises to ensure that the developer has complied with these requirements and if necessary, require reasonable changes to achieve compliance.

G. Affordable Purchase and Rental Prices.

1. The initial affordable purchase price shall comply with the LIP Guidelines in effect when the Regulatory Agreement is filed with DHCD. The calculations used to determine an affordable

purchase price shall be consistent with the terms, rates, fees, down payments, and other requirements of first-time homebuyer mortgage products available from lending institutions licensed by the Commonwealth of Massachusetts in accordance with the requirements of DHCD.

2. The initial affordable rent shall comply with DHCD requirements and LIP Guidelines in effect when the affordable housing special permit application is filed.

H. Applicant Responsibilities.

1. **Marketing Plan for Affordable Housing Units.** The Applicant shall select Qualified Purchasers and Renters via lottery under an Affirmative Fair Housing Marketing Plan prepared and submitted by the Applicant and approved by the Planning and Economic Development Board in consultation with the Medway Affordable Housing Committee or the Medway Affordable Housing Trust. The marketing plan shall comply with LIP Guidelines in effect on the date of filing the Regulatory Agreement with DHCD.
2. **Regulatory Agreement.** For both ownership and rental projects, the Applicant shall prepare the Regulatory Agreement in consultation with and for approval by the Town of Medway and DHCD. Said Regulatory Agreement will be executed by DHCD, the Town of Medway, and the Applicant. The Applicant shall record the Regulatory Agreement with the Norfolk County Registry of Deeds or Registry District of the Land Court.
3. **Deed Restriction.** The Applicant shall prepare a Deed Rider for each Affordable Housing Unit that is consistent with that used in the LIP and the Regulatory Agreement to be recorded with the Norfolk County Registry of Deeds or Registry District of the Land Court.

I. Timing of Construction of Affordable Housing Units

1. On-site Affordable Housing Units shall be constructed in accordance with Table 12 below. Proportionality shall be determined by the number of building permits issued for affordable and market-rate units. In accordance with the table below, Affordable Housing Units shall not be the last units to be built in any development that is subject to this Section.

TABLE 12	
Schedule for Completion of Affordable Housing Units	
Percent Market-Rate Units	Percent Affordable Units
Up to 30%	None required
30% plus 1 unit	At least 10%
Up to 50%	At least 30%
Up to 75%	At least 50%
75% plus 1 unit	At least 70%
Up to 90%	100%

2. Construction or rehabilitation of Off-Site Units shall be completed prior to issuance of the building permit for the unit representing fifty-one percent of the development triggering this Section.
3. In the case of payments in lieu of Affordable Housing Units, the following methods of payment may be used at the option of the Applicant:

- a. The total amount due shall be paid upon the release of any lots or, in the case of a development other than a subdivision, upon the issuance of the first building permit; or,
- b. The total amount due shall be divided by the total number of market rate units in the development. The resulting quotient shall be payable at, or prior to, the closing of each market rate unit; or,
- c. A combination of the above methods if approved by the Planning and Economic Development Board.

J. Preservation of Affordability.

1. Homeownership and rental Affordable Housing Units provided under this Section shall be subject to the requirements of guidelines issued by DHCD and a DHCD approved Deed Rider that complies with LIP requirements as they may be amended for inclusion in the Chapter 40B Subsidized Housing Inventory and is enforceable under G.L. c. 184, § 26 or §§ 31-32. Units required by and provided under the provisions of this Section shall remain affordable to the designated income group in perpetuity, or for as long as legally permissible.
2. No building permit for any unit in a development subject to this Section shall be issued until the Town has approved the Regulatory Agreement and the Applicant has submitted it to DHCD. Further, the building permit representing fifty-one percent of the development shall not be issued until the Regulatory Agreement has been approved by DHCD and recorded with the Norfolk County Registry of Deeds or Registry District of the Land Court.
3. For homeownership units, issuance of the certificate of occupancy for any Affordable Housing Unit is contingent on a DHCD-approved Deed Rider signed by the qualified purchaser.
4. Subsequent resale of an Affordable Housing Unit shall be made to a qualified affordable housing purchaser in accordance with the deed restriction.
5. The purchaser of an Affordable Housing Unit shall execute a Deed Rider in a form provided by the DHCD, granting, among other things, the Town of Medway the right of first refusal to purchase the property in the event that a subsequent qualified purchaser cannot be found.

**PLANNING AND ECONOMIC DEVELOPMENT BOARD
(Unanimous)**

VV

ARTICLE 42: (Amend Zoning Bylaws: SECTION 8. Special Regulations, Add Section 8.10 Temporary Moratorium on Non-Medical Marijuana Establishments)

To see if the Town will vote to amend the Zoning Bylaw, SECTION 8. SPECIAL REGULATIONS, by adding a new Section 8.10 as follows:

8.10 TEMPORARY MORATORIUM ON NON-MEDICAL MARIJUANA ESTABLISHMENTS

A. Purposes. On November 8, 2016, the voters of the Commonwealth approved a law regulating the cultivation, processing, distribution, possession and use of marijuana for recreational purposes (new G.L. c. 94G, Regulation of the Use and Distribution of Marijuana Not Medically Prescribed). The law, which allows certain personal use and possession of marijuana for persons at least twenty-one years of age took effect on December 15, 2016 and (as amended on December 30, 2016; Chapter 351 of the Acts of 2016) requires a Cannabis Control Commission to issue regulations regarding the licensing of commercial activities by March 15, 2018 and to begin accepting applications for licenses by April 1, 2018.

The law authorizes municipalities to adopt ordinances or bylaws regulating the time, place and manner of operations of marijuana establishments. Further it authorizes municipalities to enact ordinances or bylaws or hold local ballot questions to impose additional limitations regarding the types and number of Marijuana Establishments to be allowed in a community and whether to allow for marijuana cafes for the consumption of marijuana and marijuana products on the premises where they are sold.

Currently under the Zoning Bylaw, a non-medical Marijuana Establishment (hereinafter, a “Non-Medical Marijuana Establishment”), as defined in G. L. c. 94G §1 is not specifically addressed. Regulations to be promulgated by the Cannabis Control Commission may provide guidance on certain aspects of local regulations of Non-Medical Marijuana Establishments. The regulation of Non-Medical Marijuana Establishments raises novel and complex legal, planning, and public safety issues. The Town needs time to study and consider the regulation of Non-Medical Marijuana Establishment and address such issues. Questions and concerns have been raised regarding the timeline for implementation, local control mechanisms, regulation of marijuana products, amount of tax, licensing of non-medical marijuana establishments, and additional matters. The Town needs to consider the potential impact of the State regulations on local zoning, and to undertake a planning process to consider amending the Zoning Bylaw regarding regulation of Non-Medical Marijuana Establishments.

The Town intends to adopt a temporary moratorium on the use of land and structures in the Town for Non-Medical Marijuana Establishments so as to allow the Town sufficient time to engage in a planning process to address the effects of such structures and uses in the Town and to enact bylaws in a manner consistent with sound land use planning goals and objectives.

B. **Definitions.** As used in this Sub-Section, the following term shall have the following meaning:

Non-Medical Marijuana Establishment: A marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer or any other type of marijuana-related business as defined by G.L. c. 94G.

C. **Temporary Moratorium.** For the reasons set forth above and notwithstanding any other provision of the Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for Non-Medical Marijuana Establishments and other uses related to personal use of marijuana. The moratorium shall be in effect through June 30, 2018 or until such time as the Town adopts Zoning Bylaw amendments that regulate Non-Medical Marijuana Establishments, whichever occurs earlier. During the moratorium period, the Town shall undertake a planning process to consider how the Town will address the potential impacts of Non-Medical Marijuana Establishments in the Town, and to consider the Cannabis Control Commission’s regulations regarding Non-Medical Marijuana Establishments, and shall consider amending the Zoning Bylaw in response to these new issues. This temporary moratorium shall not affect in any way the use of land or structures for Registered Marijuana Dispensaries, (for medical marijuana), which are governed by Section 8.9 of this Zoning Bylaw.

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

(Unanimous)

ARTICLE 43: (Amend Zoning Bylaws: AR-I & AR-II Zoning Boundary Changes)

To see if the Town will vote to rezone the following parcels as shown on a map titled “Proposed Changes to AR-I & AR-II Zoning Districts, January 3, 2017, MAP 5 OF 7” on file with the Town Clerk and to amend the Zoning Map accordingly, such that:

The following split parcels shall be rezoned so that the portion which is presently zoned Agricultural Residential I district shall be zoned Agricultural Residential II district, so that the entire parcel is zoned Agricultural Residential II:

Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
Clover Lane	21-070	.68	Joseph & Shari Meehan
8 Clover Lane	21-069	.68	Paul & Deborah Rossi
6 Clover Lane	21-068	.68	Michael & Janice Kaslosky
4 Clover Lane	21-067	.68	Michael & Dawn Heffron
2 Clover Lane	21-066	.68	Stephen & Gail Kadlik
13 Delmar Road	30-021	.4	Edward & Helen Richard
15 Delmar Road	30-022	.87	Matthew Parabolicoli & Heidi Dragon
17 Delmar Road	30-023	1.446	Dale & Vanessa Lambirth
0R Maple Street (also listed in Article B)	30-010	.5	Robert Briggs

The following split parcels shall be rezoned so that the portion which is presently zoned Agricultural Residential II district shall be zoned Agricultural Residential I district, so that the entire parcel is zoned Agricultural Residential I:

Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
60 Winthrop Street	21-062	10	Michael & Elaine Ruggieri
50 Winthrop Street	30-003	14	Town of Medway Conservation Commission
38 Winthrop Street (also listed in Article 44)	30-005	32.00	Shady Oaks Rlty, Robert Briggs Et. Al. Trst.

The following parcels shall be rezoned from the present zoning in the Agricultural Residential I district to Agricultural Residential II district, so that the entire parcel is zoned Agricultural Residential II:

Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
62 Winthrop Street	21-063	.25	Bernard & Donna Peck
64 Winthrop Street	21-064	.25	Anne Marie Price
66 Winthrop Street	21-065	.25	Steven & Myra Abate

And to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD (Unanimous)

VV

ARTICLE 44: (Amend Zoning Bylaws: AR-I & AR-II Zoning Boundary Changes)

To see if the Town will vote to rezone the following parcels as shown on a map titled "Proposed Changes to AR-I & AR-II Zoning Districts, January 3, 2017, MAP 6 OF 7" on file with the Town Clerk and to amend the Zoning Map accordingly, such that:

The following split parcels shall be rezoned so that the portion which is presently zoned Agricultural Residential I district shall be zoned Agricultural Residential II district, so that the entire parcel is zoned Agricultural Residential II:

Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
0R Maple Street (also listed in Article 43)	30-010	.5	Robert Briggs
23 Maple Street	30-008	.735	Thomas & Kathleen Gay
28 Winthrop	39-005	.7	David & Phyllis Linardy
19 Winthrop Street	39-071	1.18	Sheila Donovan

The following split parcels shall be rezoned so that the portion which is presently zoned Agricultural Residential II district shall be zoned Agricultural Residential I district, so that the entire parcel is zoned Agricultural Residential I:

Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
38 Winthrop Street (also listed in Article 43)	30-005	32.00	Shady Oaks Rlty, Robert Briggs Et. Al. Trst.
30 Winthrop Street	39-004	3.29	Robert Briggs
25 Winthrop Street	38-010	47	Shady Oaks Realty Trust
Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
11-R Winthrop Street	39-078	4.4	Town of Medway
0R Oak Street	47-032	9.15	Town of Medway Conservation Commission
16R Oak Street (also listed in Article 45)	38-011	30.1	Town of Medway Conservation Commission

The following parcels shall be rezoned from the present zoning in the Agricultural Residential II district to Agricultural Residential I district, so that the entire parcels is zoned Agricultural Residential I:

Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
11-R Winthrop Street	39-078	4.4	Town of Medway
0 Oak Street	39-074	10.0	Town of Medway Conservation
0 Oak Street	39-074-0001	.060	Town of Medway Conservation
2-B Oak Street	47-033	3.29	Town of Medway

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

(Unanimous)

ARTICLE 45: (Amend Zoning Bylaw: AR-I & AR-II Zoning Boundary Changes)

To see if the Town will vote to rezone the following parcels as shown on a map titled "Proposed Changes to AR-I & AR-II Zoning Districts, January 3, 2017, MAP 7 OF 7" on file with the Town Clerk and to amend the Zoning Map accordingly, such that:

The following split parcels shall be rezoned so that the portion which is presently zoned Agricultural Residential I district shall be converted to Agricultural Residential II district, so that the entire parcel is zoned Agricultural Residential II:

Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
3 Independence Lane	46-031	1.443	James & Darlene Lane
1 Independence Lane	46-032	.826	John & Tanya Green
2 Independence Lane	46-041	.574	Mendes Realty Trust
4 Independence Lane	46-042	.518	John Khoury
56 Summer Street	46-028	6.0	Michael & Paulene DelGenio
62 Summer Street	46-040	.96	Dennis & Susan Nickerson
39 Highland Street	46-023	1.5	Francis Davis
37 Highland Street	46-024	1.219	Barbara Phillips & Marlene Levine Phillips
35 Highland Street	46-025	1.312	Daniel & Barbara Tramontozzi
Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
33 Highland Street	46-026	1.25	Harlan Peterson
31 Highland Street	47-092	1.04	Glen & Tammy Reed
31A Highland Street	47-093	1.02	Robert & Charlene Coakley
3 Brandywine Road	47-005	1.585	Brian & Tina Marie Bartel
5 Brandywine Road	47-006	1.824	John & Rosanne Hamblin
6 Brandywine Road	47-008	1.01	Edward & Eileen Paulsen
3 Daniels Road	47-009	1.01	Susan Steinhauer
5 Daniels Road	47-010	.769	Robert & Stephanie Kenney

The following split parcels shall be rezoned so that the portion which is presently zoned Agricultural Residential II district shall be zoned Agricultural Residential I district, so that the entire parcel is zoned Agricultural Residential I:

Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
16R Oak Street (also listed in Article 44)	38-011	30.1	Town of Medway Conservation Commission

The following parcels shall be rezoned from the present zoning in the Agricultural Residential I district to Agricultural Residential II district, so that the entire parcel zoned Agricultural Residential II:

Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
0 Independence Lane	46-033	.019	Town of Medway
46 Summer Street	46-034	.23	Peter & Regina Bates
48 Summer Street	46-035	.23	Tara & Christopher Rice
50 Summer Street	46-037	.417	Kristopher Loper
58 Summer Street	46-038	.39	Sally Newton
60 Summer Street	46-039	.46	Vicki Boyd
64 Summer Street	46-021	.3	BHR Development
41 Highland Street	46-022	.75	Daniel & Stephanie McMullin

32 Highland St	47-001	.6879	Erin & Gregory Cabral
30 Highland St	47-002	.593	Richard & Jessica Scalzo
8 Brandywine Road	47-007	1.01	Gary & Lauri Kline

And to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

(Unanimous)

ARTICLE 46: (Amend Zoning Bylaws: AR-I & VC Zoning Boundary Changes)

To see if the Town will vote to rezone the following parcels as shown on a map titled “Proposed Changes to AR-I & VC Zoning Districts, January 3, 2017” on file with the Town Clerk and to amend the Zoning Map accordingly, such that:

The following split parcel shall be rezoned so that the portion which is presently zoned Village Commercial district shall be zoned Agricultural Residential I district, so that the entire parcel is zoned Agricultural Residential I:

Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
41 Broad Street	50-010	21.90	Hidden Acres Realty II, LLC

And to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

(Unanimous)

ARTICLE 47: (Amend Zoning Bylaws: AR-II & IND-III Zoning Boundary Changes)

To see if the Town will vote to rezone the following parcels as shown on a map titled “Proposed Changes to AR-II & IND-III Zoning Districts, January 3, 2017” on file with the Town Clerk and to amend the Zoning Map accordingly, such that:

The following split parcels shall be rezoned so that the portion which is presently zoned Industrial III district shall be zoned Agricultural Residential II district, so that the entire parcel is zoned Agricultural Residential II:

Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
1 Lost Hill Drive	64-007	1.078	Matthew & Kelly Rice
2 Lost Hill Drive	64-013	.92	John & Eileen Aviza
5 Lost Hill Drive	54-125	1.5	Jeffrey & Eileen Kalukin
28 Fox Run Road	64-020	4.82	Marie Fortune
0 Granite Street	64-066	11.54	Boston Edison/NSTAR
40 Granite Street	64-073	10.79	Bertrand & Julie Goemaere
42 Granite Street	74-002	7.5	Michael Charney
19 Alder Street	54-126	1.687	Edward Griffin

And to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

(Unanimous)

ARTICLE 48: (Amend Zoning Bylaws: IND-II & AR-II Zoning Boundary Changes)

To see if the Town will vote to rezone the following parcels as shown on a map titled “Proposed Changes to IND-II & AR-II Zoning Districts, January 3, 2017” on file with the Town Clerk and to amend the Zoning Map accordingly, such that:

The following split parcel shall be rezoned so that the portion which is presently zoned Agricultural Residential II district shall be zoned Industrial II district, so that the entire parcel is zoned Industrial II:

Address	Medway Assessor's Parcel ID#	Parcel Size	Current Owner
34 West Street	66-012	48.7	Sithe West Medway LLC NStar Services Co.

The following parcels shall be rezoned from the present zoning in the Agricultural Residential II district to Industrial II district, so that the entire parcel is zoned Industrial II:

Address	Medway Assessor's Parcel ID#	Parcel Size	Current Owner
30 West Street	66-011	.7	New England Power Company Property Tax Dept
12 West Street	66-010	.2	Sithe West Medway LLC NStar Services Co.

And to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

(Unanimous)

ARTICLE 49: (Amend Zoning Bylaws: CB & AR-II Zoning Boundary Changes)

To see if the Town will vote to rezone the following parcels as shown on a map titled “Proposed Changes to CB & AR-II Zoning Districts, January 3, 2017” on file with the Town Clerk and to amend the Zoning Map accordingly, such that:

The following split parcels shall be rezoned so that the portion which is presently zoned Agricultural Residential II district shall be zoned Central Business district, so that the entire parcel is zoned Central Business:

Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
123 Main Street	48-047	6.3	Maritime Housing Fund
117 Main Street	40-071	4.112	CMR Investments LLC

And to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

(Unanimous)

Meeting adjourned at 8:34 PM

TOWN OF MEDWAY

WARRANT FOR 2017

FALL TOWN MEETING

NORFOLK ss:

To either of the Constables of the Town of Medway

GREETING:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of said Town who are qualified to vote in Town affairs to meet at the Medway High School Auditorium, 88 Summer Street, on Monday, November 13, 2017 at 7:00 PM, then and there to act on the following articles:

The meeting was called to order by Mark Cerel, Moderator at 7:00PM

Maryjane White, chairman of the Board of Selectmen gave the state of the Town address

ARTICLE 1: (Prior Year Bills)

To see if the Town will vote to transfer the sum of \$5,832.95 from the Fiscal Year 2018 Health Insurance Account, \$219.00 from the Fiscal Year 2018 Human Resources Drug and Alcohol Testing Account, \$67.47 from the Department of Public Services Contracted Services Account and \$52.90 from the Town Administrator's Advertising Account for the purpose of paying unpaid bills of prior years of the Town, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: To transfer the sum of \$5,832.95 from the Fiscal Year 2018 health Insurance Account, \$219.00 from the Fiscal Year 2018 human Resources Drug and Alcohol Testing Account, \$67.47 from the Department of Public Services Contracted Services Account and \$52.90 from the Town Administrator's Advertising Account for the purpose of paying unpaid bills of prior years of the town.

VV

(Unanimous)

ARTICLE 2: (Extend Expenditure Deadlines – May 2017 Annual Town Meeting Article 7)

To see if the Town will vote to extend the expenditure deadline for the following appropriations made under Article 7 at the May 2017 Annual Town Meeting:

Project	Department	Cost
System-wide Town Security Cameras	Info. Services	\$86,667
Facility and Systems Security Improvements	Police	\$80,800

Said appropriations to be expended by June 30, 2019 with unexpended funds as of June 30, 2019 being returned to the General Fund, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: To extend the expenditure deadline for the following appropriations made under Article 7 at the May 2017 Annual Town Meeting:

Project	Department	Cost
System-wide Town Security Cameras	Info. Services	\$86,667
Facility and Systems Security Improvements	Police	\$80,800

Said appropriations to be expended by June 30, 2019 with unexpended funds as of June 30, 2019 being returned to the General Fund

VV

(Unanimous)

ARTICLE 3:

(Fund Town Share Fire Dept. Federal Grant)

To see if the Town will vote to raise and appropriate the sum of \$37,574 to the Fire Department Full-Time Salaries Account and the sum of \$18,500 to the Fire Department Fire Purchased Services Account to pay for costs associated with funding the Town's twenty-five percent share of the Federal SAFER staffing grant for Firefighter/Paramedics, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: To raise and appropriate the sum of \$37,574 to the Fire Department Full-Time Salaries Account and the sum of \$18,500 to the Fire Department Fire Purchased Services Account to pay for costs associated with funding the Town's twenty-five percent share of the Federal SAFER staffing grant for Firefighter/Paramedics

VV

(Unanimous)

ARTICLE 4:

(Repurpose Funds to Sewer I&I Programming)

To see if the Town will vote to repurpose \$10,000 authorized to be borrowed under Article 19 of the December 1996 Special Town Meeting for a Sewer Master Plan and \$37,333.17 authorized to be borrowed under Article 3 of the March 2006 Special Town Meeting for the Summer Street Sewer project, the funds for which are no longer needed for the projects for which they were approved, to Sewer Inflow and Infiltration Work as authorized under Article 13 of the May 2015 Annual Town Meeting, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: To repurpose \$10,000 authorized to be borrowed under Article 19 of the December 1996 Special Town Meeting for a Sewer Master Plan and \$37,333.17 authorized to be borrowed under Article 3 of the March 2006 Special Town Meeting for the Summer Street Sewer project, the funds for which are no longer needed for the projects for which they were approved, to Sewer Inflow and Infiltration Work as authorized under Article 13 of the May 2015 Annual Town Meeting.

VV

(Unanimous)

ARTICLE 5:

(Rescind Borrowing – McGovern School Windows/Doors Project)

To see if the Town will vote to rescind the \$473,169 unissued balance of the \$978,809 authorized to be borrowed by vote of the Town under Article 1 of the March 9, 2015 Special Town Meeting for the McGovern School's windows and doors project, the funds for which are no longer needed for the project for which it was approved, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: To rescind the \$473,169 unissued balance of the \$978,809 authorized to be borrowed by vote of the Town under Article 1 of the March 9, 2015 Special Town Meeting

for the McGovern School's windows and doors project, the funds for which are no longer needed for the project for which it was approved

VV

(Unanimous)

ARTICLE 6: (Rescind Borrowing – Highway Facility Study)

To see if the Town will vote to rescind the authorized borrowing for a Highway Facility Study in the amount of \$40,000 authorized by the Town under Article 9 of the June 2, 2008 Annual Town Meeting, the funds for which are no longer needed for the project for which it was approved, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: To rescind the authorized borrowing for a Highway Facility Study in the amount of \$40,000 authorized by the Town under Article 9 of the June 2, 2008 Annual Town Meeting, the funds for which are no longer needed for the project for which it was approved

VV

(Unanimous)

ARTICLE 7: (Transfer to Athletic Fields Stabilization Fund)

To see if the Town will vote to transfer the sum of \$100,000 from the Parks Revolving Fund to the Athletic Fields Stabilization Fund, or act in any manner relating thereto.

PARKS AND RECREATION COMMISSION

VOTED: to transfer the sum of \$100,000 from the Parks Revolving Fund to the Athletic Fields Stabilization Fund

VV

(Majority)

ARTICLE 8: (Fund Affordable Housing Unit Creation)

To see if the Town will vote, in accordance with Massachusetts General Laws Chapter 44B, to appropriate the sum of \$500,000 from the Community Preservation Fund, the total of which shall be from Community Housing Reserves, to fund a grant to Metro West Collaborative Development, Inc. for the purpose of constructing affordable housing units in a development known as Glen Brook Way, and to authorize the Board of Selectmen to enter into a grant agreement on such terms and conditions as the Board of Selectmen shall determine to be appropriate with Metro West Collaborative Development, Inc. outlining the purposes for and the conditions upon which these funds may be expended, and, further, to authorize the Board of Selectmen or its designees to accept one or more deed restrictions for affordable housing purposes on said property meeting the requirements of Massachusetts General Laws Chapter 184, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: To appropriate the sum of \$500,000 from the Community Preservation Fund, the total of which shall be from Community Housing Reserves, to fund a grant to Metro West Collaborative Development, Inc. for the purpose of constructing affordable housing units in a development known as Glen Brook Way, and to authorize the Board of Selectmen to enter into a grant agreement on such terms and conditions as the Board of Selectmen shall determine to be appropriate with Metro West Collaborative Development, Inc. outlining the purposes for and the conditions upon which these funds may be expended, and, further, to authorize the Board of Selectmen or its designees to accept one or more deed restrictions for

affordable housing purposes on said property meeting the requirements of Massachusetts General Laws Chapter 184

VV

(Majority)

ARTICLE 9: (Purchase 158 Main Street)

To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase and to accept the deed to the Town of a fee simple interest in all or a portion of 158 Main Street, Medway, identified by the Norfolk County Registry of Deeds in Book 20612, Page 387, containing 1.41 acres more or less, which land is now owned by the Trustees of the Womack Family Funding Trust, upon such terms and conditions as the Board of Selectmen shall determine to be appropriate, the property to be used for purposes allowed by the so-called Community Preservation Act, General Laws Chapter 44B, said property to be under the care, custody, management and control of the Board of Selectmen, and, further, to see if the Town will vote: a) to appropriate from the Community Preservation Fund's Historical Reserves the sum of \$525,000 for the purchase of the property and up to \$10,000 for any expenses related thereto, including legal fees; b) authorize the Board of Selectmen to convey a permanent deed restriction in accordance with General Laws Chapter 44B, section 12 and General Laws Chapter 184, sections 31-33; and c) authorize the Board of Selectmen and Town officers to take all related actions necessary or appropriate to carry out this acquisition, including the submission, on behalf of the Town, of any and all applications deemed necessary for grants and/or reimbursements from any state or federal programs and to receive and accept such grants or reimbursements for this purpose, and/or any other purposes in any way connected with the scope of this Article, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: to authorize the Board of Selectmen to acquire by purchase and to accept the deed to the Town of a fee simple interest in all or a portion of 158 Main Street, Medway, identified by the Norfolk County Registry of Deeds in Book 20612, Page 387, containing 1.41 acres more or less, which land is now owned by the Trustees of the Womack Family Funding Trust, upon such terms and conditions as the Board of Selectmen shall determine to be appropriate, the property to be used for purposes allowed by the so-called Community Preservation Act, General Laws Chapter 44B, said property to be under the care, custody, management and control of the Board of Selectmen, and, further, to see if the Town will vote: a) to appropriate from the Community Preservation Fund's Historical Reserves the sum of \$525,000 for the purchase of the property and up to \$10,000 for any expenses related thereto, including legal fees; b) authorize the Board of Selectmen to convey a permanent deed restriction in accordance with General Laws Chapter 44B, section 12 and General Laws Chapter 184, sections 31-33; and c) authorize the Board of Selectmen and Town officers to take all related actions necessary or appropriate to carry out this acquisition, including the submission, on behalf of the Town, of any and all applications deemed necessary for grants and/or reimbursements from any state or federal programs and to receive and accept such grants or reimbursements for this purpose, and/or any other purposes in any way connected with the scope of this Article

VV

(2/3 Majority)

ARTICLE 10: (Purchase 123 Holliston Street)

To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase and to accept the deed to the Town of a fee simple interest in all or a portion of 123 Holliston Street, Assessors Map 22, Parcel 22-067, containing 12.497 acres more or less, upon such terms and

conditions as the Board of Selectmen shall determine to be appropriate, to be under the care, custody, management and control of Board of Selectmen for general municipal purposes, and, further, to see if the Town will vote to appropriate the sum of \$1,310,000 to pay the costs of obtaining the property and for the payment of all other costs incidental and related thereto and to meet this appropriation the Treasurer with the approval of Board of Selectmen is authorized to borrow such sum under General Laws Chapter 44, section 7 or any other enabling authority, and further to authorize the Board of Selectmen and Town officers to take all related actions necessary or appropriate to carry out this acquisition, including the submission, on behalf of the Town, of any and all applications deemed necessary for grants and/or reimbursements from any state or federal programs and to receive and accept such grants or reimbursements for this purpose, and further, to authorize the Board of Selectmen after acquisition to lease said property for a period not to exceed ten years in a manner that they shall determine is in the Town's best interest, and/or to act in furtherance any other purposes in any way connected with the scope of this Article, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: To authorize the Board of Selectmen to acquire by purchase and to accept the deed to the Town of a fee simple interest in all or a portion of 123 Holliston Street, Assessors Map 22, Parcel 22-067, containing 12.497 acres more or less, upon such terms and conditions as the Board of Selectmen shall determine to be appropriate, to be under the care, custody, management and control of Board of Selectmen for general municipal purposes, and, further, to see if the Town will vote to appropriate the sum of \$1,310,000 to pay the costs of obtaining the property and for the payment of all other costs incidental and related thereto and to meet this appropriation the Treasurer with the approval of Board of Selectmen is authorized to borrow such sum under General Laws Chapter 44, section 7 or any other enabling authority, and further to authorize the Board of Selectmen and Town officers to take all related actions necessary or appropriate to carry out this acquisition, including the submission, on behalf of the Town, of any and all applications deemed necessary for grants and/or reimbursements from any state or federal programs and to receive and accept such grants or reimbursements for this purpose, and further, to authorize the Board of Selectmen after acquisition to lease said property for a period not to exceed ten years in a manner that they shall determine is in the Town's best interest, and/or to act in furtherance any other purposes in any way connected with the scope of this Article. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs.

VV

(2/3 Majority)

ARTICLE 11:

(Capital Project: Parks Improvements – Choate, Oakland and Middle School – General Funds)

To see if the Town will vote to appropriate a sum of money for the purpose of funding the construction of park and recreation improvements, as well as the purchase of associated equipment and structures and the provision of construction management and inspection services for Choate Park, Oakland Park and at the Medway Middle School, and for the payment of all other costs incidental and related thereto, and to meet this appropriation the Treasurer with the approval of Board of Selectmen is authorized to borrow such sum under General Laws Chapter 44, section 7 or any other enabling authority, and to authorize the Board of Selectmen and Town officers to take all

related actions necessary or appropriate to carry out this article, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: to appropriate \$2,800,000.00 for the purpose of funding the construction of park and recreation improvements, as well as the purchase of associated equipment and structures and the provision of construction management and inspection services for Choate Park, Oakland Park and at the Medway Middle School, and for the payment of all other costs incidental and related thereto, and to meet this appropriation the Treasurer with the approval of Board of Selectmen is authorized to borrow such sum under General Laws Chapter 44, section 7 or any other enabling authority, and to authorize the Board of Selectmen and Town officers to take all related actions necessary or appropriate to carry out this article Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs.

VV

(2/3 Majority)

ARTICLE 12: (Capital Project: Parks Improvements – Choate, Oakland and Middle School – CPA Funds)

To see if the Town will vote to appropriate the sum of \$2,000,000 from available Community Preservation Act funds for the purpose of funding the construction of park and recreation improvements, as well as the purchase of associated equipment and structures for Choate Park, Oakland Park and the Medway Middle School, and for the payment of all other costs incidental and related thereto, and further to authorize the Board of Selectmen and Town officers to take all related actions necessary or appropriate to carry out this article, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: to appropriate the sum of \$2,000,000 from available Community Preservation Act funds for the purpose of funding the construction of park and recreation improvements, as well as the purchase of associated equipment and structures for Choate Park, Oakland Park and the Medway Middle School, and for the payment of all other costs incidental and related thereto, and further to authorize the Board of Selectmen and Town officers to take all related actions necessary or appropriate to carry out this article

VV

(2/3 Majority)

ARTICLE 13: (Purchase Cassidy Field Lights)

To see if the Town will vote to transfer from Certified Free Cash the sum of \$400,000 for the purpose of purchasing and installing field lighting and associated equipment at Cassidy Field, said appropriation to be expended by June 30, 2019, with unexpended funds as of June 30, 2019 being returned to the General Fund, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: to transfer from Certified Free Cash the sum of \$400,000 for the purpose of purchasing and installing field lighting and associated equipment at Cassidy Field, said

appropriation to be expended by June 30, 2019, with unexpended funds as of June 30, 2019 being returned to the General Fund

VV

(Majority)

ARTICLE 14: (Free Cash Transfer – Fund Permitting and GIS Software)

To see if the Town will vote to transfer from Certified Free Cash the sum of \$18,250 to purchase and implement a permitting and GIS software program, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: to transfer from Certified Free Cash the sum of \$18,250 to purchase and implement a permitting and GIS software program

VV

(Unanimous)

ARTICLE 15: (General Bylaw Amendment: Historical Properties)

To see if the Town will vote to amend the Town of Medway General By-Laws, Article XVII, by replacing the language in its entirety with the following:

ARTICLE XVII

Building Demolition

Section 17.1 Intent and Purpose

This bylaw is enacted to promote the public welfare and safeguard Medway's historical, cultural and architectural heritage by protecting historical resources that make the town a more interesting, attractive and desirable place in which to live. The bylaw aims to protect "preferably-preserved historically significant buildings" within the town by encouraging their owners to seek alternatives to their demolition and by providing the town an opportunity to work with owners of such properties in identifying alternatives to their demolition.

Section 17.2 Definitions

As used in this bylaw, the following words and terms shall have the meanings set forth below, unless the context otherwise requires:

- 2.1 "APPLICANT" - any person or entity who files an application for a demolition permit.
- 2.2 "BUILDING" - any combination of materials forming a shelter for persons, animals or property.
- 2.3 "COMMISSION" - the Medway Historical Commission.
- 2.4 "DEMOLITION" - any act of destroying, pulling down, razing or removing a building or substantial portion thereof, or starting the work of any such act with the intention of completing the same.
- 2.5 "HISTORICALLY SIGNIFICANT BUILDING" - any building or portion thereof, which:
 - (a) Is in whole or in part seventy-five or more years old; and
 - (b) Is listed on the National Register of Historic Places or the Massachusetts Register of Historic Places, or which is the subject of a pending application for such listing, or is eligible for such listing, or;
 - (c) Is within any historic district, or;
 - (d) Has an important association with one or more historic persons or events,

- or with the broad architectural, cultural, political, economic or social history of the Town or the Commonwealth, or;
 - (e) Is historically or architecturally important (in terms of period, style, method of building construction, or association with a recognized architect or builder) either by itself or in the context of a group of buildings.
- 2.6 "PREFERABLY-PRESERVED HISTORICALLY SIGNIFICANT BUILDING" - any historically significant building which the Commission determines, as provided in section 17.3.6.iii of this bylaw, is in the public interest to be preserved or rehabilitated rather than to be demolished.

Section 17.3 Procedure

- 3.1 No permit for the demolition of a building which is in whole or in part seventy-five or more years old or portion thereof shall be issued other than in conformity with the provisions of this bylaw as well as in conformity with the provisions of other laws applicable to the demolition of buildings and the issuance of permits thereof generally.
- 3.2 Application contents: Every application for a demolition shall be filed with the Building Commissioner and shall contain the following information:
- (i) The owner's name and current address (and/or the name of owner's legal representative, if applicable);
 - (ii) The applicant's name, address, and interest in such building, if different from the owner;
 - (iii) The address or location of such building;
 - (iv) Assessors' Parcel ID;
 - (v) A brief description of such building including its age;
 - (vi) An explanation of the proposed use and/or changes thereof to be made of the site of such building; and
 - (vii) 4" x 6" color photos of all sides of the building exterior and all outbuildings that are visible from the street.
- 3.3 Upon receipt of an application for a demolition permit for a building which is in whole or in part seventy-five or more years old, the Building Commissioner shall forward a copy thereof to the Commission within seven business days. No demolition permit shall be issued at that time.
- 3.4 Within forty-five days after the Commission's receipt of a complete application, the Commission shall make an initial determination on whether the building is historically significant. The applicant for the permit may make a presentation to the Commission at that time.
- 3.5 If the building is determined not to be historically significant, the Commission shall notify the Building Commissioner and the applicant, in writing, within seven business days of its initial determination and the Building Commissioner may issue a demolition permit. If the Commission determines that the building is historically significant, it shall notify the Building Commissioner and the applicant, in writing, within seven business days of its initial determination; and the Commission shall, within forty-five days of its initial determination, open a public hearing to determine whether the historically significant building is preferably preserved.
- (i) Publication of Notice of Public Hearing
- Public notice of the time, place and purpose of the hearing shall be published in a newspaper of general circulation in the Town not less than fourteen days prior to the date of said hearing and shall be posted in a

conspicuous place in town hall for a period of not less than fourteen days prior to the date of said hearing. Notice of the hearing shall also be posted online on the Town of Medway website (www.townofmedway.org) for a period of not less than fourteen days prior to the date of said hearing.

(ii) Notification of Abutters

At least fourteen days prior to the public hearing, the applicant shall send copy of said notice by mail, postage prepaid, to the owners of all abutting properties at their mailing addresses shown in the most recent applicable tax list of the assessors, including owners of land directly opposite on any public or private way and abutters to the abutters within 300 feet of the property line of the applicant. A list of those so notified shall be provided to the Commission prior to the opening of the public hearing.

All costs associated with publication of the legal notice and required mailings shall be the responsibility of the applicant. Failure to comply with any of the above will result in a delay of the public hearing.

3.6 The Commission shall make a determination of whether or not the historically-significant building is preferably preserved within thirty-one days following the close of the public hearing.

- (i) If after a public hearing the Commission determines that the building should not be preferably preserved, the Commission shall notify the Building Commissioner and the applicant, in writing within seven business days after the close of the public hearing and the Building Commissioner may issue a demolition permit upon receipt of the written decision.
- (ii) If after a public hearing the Commission determines that the building should be preferably preserved, the Commission shall so notify the Building Commissioner and the applicant in writing within seven business days after the close of the public hearing, and no demolition permit may be issued until twelve months after the date of the determination by the Commission.

3.7 The demolition permit shall expire after eighteen months of being issued. This means that once the above conditions have been satisfied, the owner of the property or applicant has eighteen months to demolish the building. If the building is not taken down in that period, the owner or applicant shall submit a new demolition permit application.

3.8 Notwithstanding anything contained in section 17.3.6, the Building Commissioner may issue a demolition permit for a preferably-preserved historically significant building at any time after receipt of written advice from the Commission to the effect that either:

- (i) The Commission is satisfied that there is no reasonable likelihood that either the owner or some other person or group is willing to purchase, rehabilitate and restore the subject building, or
- (ii) The Commission is satisfied that for at least twelve months the owner had made continuing, bona fide and reasonable efforts to locate a purchaser to preserve, rehabilitate and restore the subject building, and that such efforts have been unsuccessful.

Section 17.4 Responsibility of Owners

- 4.1 During the twelve month demolition delay period, the applicant shall make a good faith effort to find an alternative use for the building that will result in its preservation. Alternatives to demolition include, but are not limited to, incorporation of the building into the future development of the site; adaptive reuse of the building; utilization of financial incentives to rehabilitate the building; seeking a new owner willing to purchase and preserve, restore or rehabilitate the building; or moving or relocating the building.
- 4.2 Upon determination by the Commission that a building is a preferably preserved historically significant building, the owner shall be responsible for properly securing the building, if vacant, to the satisfaction of the Building Commissioner. Should the owner fail to so secure the building, the subsequent destruction of such building through any cause, which destruction could have been prevented by the required security measures, shall be considered a demolition in violation of this bylaw.

Section 17.5 Emergency Demolition

Nothing in this bylaw shall restrict or prevent the Building Commissioner from ordering the demolition of a historically significant building determined by the Building Commissioner pursuant to state law and/or the State Building Code to be unused, uninhabited or abandoned, and open to the weather.

If the Building Commissioner determines there is no reasonable alternative to an emergency demolition, the Building Commissioner shall prepare a written report describing the basis of that decision. A copy of that report shall be filed with the Commission.

Section 17.6 Non-Compliance

- 6.1 Any owner of a historically significant building who violates any provision of this bylaw shall be penalized by a fine of not more than three hundred (\$300.00) dollars. Each day during which any portion of a violation continues shall constitute a separate offense.

As an alternative means of enforcement, the Building Commissioner may impose noncriminal penalties pursuant to G.L. c. 40, § 21D and Article XX of the Town's General Bylaws, in accordance with the following schedule:

- (i) First offense: one hundred dollars
 - (ii) Second offense: two hundred dollars
 - (iii) Third and each subsequent offense per violation: three hundred dollars
- 6.2 The Commission and the Building Commissioner are each authorized to institute any and all proceedings in law or equity, as they deem necessary to obtain compliance with the requirements of this bylaw or to prevent a violation thereof.
- 6.3 No permit shall be issued with respect to any premises upon which a historically significant building has been demolished in violation of this bylaw for a period of two years after the date of the completion of such demolition. As used herein, "premises" includes all land within the property lines of said parcel of land upon which the demolished historically significant building was located.

Section 17.7 Severability

If any section, paragraph or part of this bylaw is for any reason declared invalid or unconstitutional

by any court, every other section, paragraph and part shall continue in full force and effect.

Or act in any manner relating thereto.

HISTORICAL COMMISSION

VV

(Unanimous)

ARTICLE 16: (Zoning Bylaw Amendment: Names of Zoning Districts)

To see if the Town will vote to amend the Medway Zoning Bylaw, Section 4.1 Districts, to change the names of various zoning districts as follows: (Deleted text is shown with a ~~striketrough~~ and replacement text is shown **bolded/highlighted**.)

4.1 DISTRICTS

B. Nonresidential Districts

1. Central Business (CB)
2. Village Commercial (VC)
3. ~~Commercial V (C-V)~~ **Neighborhood Commercial (NC)**
4. Business/Industrial (BI)
5. ~~Industrial I (I-I)~~ **East Industrial (EI)**
6. ~~Industrial II (I-II)~~ **Energy Resource (ER)**
7. ~~Industrial III (I-III)~~ **West Industrial (WI)**

And to delete references to Commercial V, Industrial I, Industrial II, and Industrial III throughout the Bylaw and insert the above indicated corresponding replacement names in their places, or act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

(Unanimous)

ARTICLE 17: (Amend Zoning Bylaws: Definitions)

To see if the Town will vote to amend the Zoning Bylaw, SECTION 2 DEFINITIONS, by revising the definition for Services as follows: (Deleted text is shown as a ~~striketrough~~ and new or replacement text is shown as **bold/highlighted**.)

~~Services~~ **Service Establishment** – Establishment engaged primarily in providing assistance, as opposed to products, to individuals or businesses and other enterprises, including but not limited to **such** business, social, personal and educational services **as a fitness facility, optician, dry cleaner, laundromat, shoe repair, printing/copying, tailor, music lessons, travel agency, and other similar businesses and services.**

And by amending TABLE 1: SCHEDULE OF USES by eliminating the following text under D. BUSINESS USES – ~~Consumer services such as but not limited to fitness facility, optician, dry cleaner, laundromat, shoe repair, photocopying/printing, tailor, and other similar businesses and services~~ and replacing it with the term **Service establishment**.

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

(Unanimous)

ARTICLE 18: (Amend Zoning Bylaws: Map)

To see if the Town of Medway will vote to rezone the following parcels as shown on the following maps on file with the Town Clerk:

- “Proposed Changes to AR-I & AR-II Zoning Districts, October 5, 2017, MAP A”
- “Proposed Changes to AR-I & AR-II Zoning Districts, October 17, 2017, MAP B”
- “Proposed Changes to AR-I & AR-II Zoning Districts, October 5, 2017, MAP C”

and to amend the Zoning Map accordingly, such that:

The following split zoned parcels shall be rezoned so that the portion which is presently zoned Agricultural Residential II district shall be rezoned to Agricultural Residential I district, so that the entire parcel is zoned Agricultural Residential I:

Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
MAP A			
104 Holliston Street	31-070	1.149	Susan Dunham
10 Coffee Street	32-144	1.6	Matthew & Stacy Fasolino
12 Coffee Street	32-145	1.13	Matthew & Stacy Fasolino
14 Coffee Street	32-146	1.311	Attubato Family Trust, Albert Attubato Trust
16 Coffee Street	32-147	1.011	Jeffrey & Cassandra Grenon
18 Coffee Street	32-148	1.012	Norman & Miriam Chesmore
18A Coffee Street	32-149	1.013	Patricia McKay
MAP B			
0 Memory Lane	30-031	.162	Carl Rice
Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
1 Memory Lane	30-067	1.01	Paul Melia
2 Memory Lane	30-066	1.01	Tina Wright
3 Memory Lane	30-065	1.013	David & Marie Marchetti
4 Memory Lane	31-033	1.739	Carl Rice
6 Howe Street	21-088	1.048	Michael & Kara Gulla
3 Howe Street	21-084	1.702	Alan & Joann Osborne
5 Howe Street	14-010	1.710	Kenneth & Kelly Yuen
7 Howe Street	14-009	1.842	Richard & Megan Grady
0R Woodland Road	14-005	115.100	Henry Wickett & Henry Wickett Jr.
MAP C			
12 Ohlson Circle	14-059	1.02	Gary & Mary Whitaker
15 Ohlson Circle	14-019	1.145	Peter Schubert

The following parcels shall be rezoned from the present Agricultural Residential I district zoning to Agricultural II district, so that the entire parcel is rezoned to Agricultural II:

Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
MAP A			
22 Coffee Street	32-151	.30	Chris & Nadia Sullivan
MAP C			
86 Winthrop Street	14-054	.25	Matthew Maccarrick Trust & Family Nominee Maccarrick Trust
88 Winthrop Street	14-055	.25	Kathleen & Julie Ann Fallon
90 Winthrop Street	14-056	.25	Alexander & Allison Stroshane
92 Winthrop Street	14-043	.25	Sandra St. John Life Estate, Stacy Murphy, Christine Tiemann, & David St. John
112 Lovering Street	14-053	.25	Michael & Sonya Murphy
68 Winthrop Street	21-008	.25	Alan Weiner & Pamela Tatelman-Weiner

The following split zoned parcels shall be rezoned so that the portion which is presently zoned Agricultural Residential I district shall be rezoned to Agricultural Residential II district, so that the entire parcel is zoned Agricultural Residential II:

Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
MAP A			
20 Coffee Street	32-150	.541	Richard & Frances Scannell
24 Coffee Street	32-152	.49	Susan & Sergio Gomez
102 Holliston Street	31-069	.29	William & Francis Obrien Trustee
Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
1 Gorwin Drive	31-068	.22	John Fasolino & Meghann Mckenney
3 Gorwin Drive	31-067	.27	John Wooster & Patricia Mathaisel
5 Gorwin Drive	31-066	.379	David Jones
7 Gorwin Drive	31-065	.32	George & Eileen Kornmuller
9 Gorwin Drive	31-064	.263	Daniel Williams
11 Gorwin Drive	32-170	.27	Max, Constance, & Robert Greenberg
13 Gorwin Drive	32-169	.26	Chester Mosher & Lorraine Gorwin Life Estate
15 Gorwin Drive	32-168	.25	Patricia Treanor
17 Gorwin Drive	32-167	.24	Joel & Judith Goldstein
19 Gorwin Drive	32-166	.24	Lawrence & Ellen Johnson
21 Gorwin Drive	32-165	.23	Charles & Barbara Hutt
23 Gorwin Drive	32-164	.23	Tina Sheppard
25 Gorwin Drive	32-163	.23	Denise Bartone & Kenneth Gormley
27 Gorwin Drive	32-162	.23	Michael & Teresa O'Rourke
29 Gorwin Drive	32-161	.23	Walter & Judit Baer

31 Gorwin Drive	32-160	.23	Roy Young
33 Gorwin Drive	32-159	.23	Edward Companik & Susan Rreilly
35 Gorwin Drive	32-158	.30	John & Jennifer Dougherty
37 Gorwin Drive	32-157	.30	John & Ethel Maguire
39 Gorwin Drive	32-156	.30	Jeffrey & Cheryl Foss
MAP B			
68 Lovering Street	30-064	3.88	Robert Symonds
70 Lovering Street	21-094	2.77	Medway Housing Authority
82 Lovering Street	21-093	20.3	Paul Wilson
MAP C			
22 Ohlson Circle	14-060	.602	William & Susan Callahan
24 Ohlson Circle	14-061	.565	Michelle Diebler
28 Ohlson Circle	14-062	.565	Michael & Karen Tudino
30 Ohlson Circle	14-063	.565	Joseph Lavigne
32 Ohlson Circle	14-064	.621	Charles & Kathleen Dwyer
31 Ohlson Circle	14-046	.788	Robert & Patricia Comtois
33 Ohlson Circle	14-045	.679	Andrew & Kathleen Anderson
35 Ohlson Circle	14-044	.517	Derek & Jessica Baldassarre
108 Lovering Street	14-051	.77	Thomas & Nancy Kierce
110 Lovering Street	14-052	.25	Kenneth Lawrence
107 Lovering Street	14-030	.25	Jennifer Lindsey
70 Winthrop Street	21-007	.5	Sean Barry
72 Winthrop Street	21-006	.5	Meeri Lewandowski & Edward Lewandowski Trust
74 Winthrop Street	21-005	.5	Frank Glass & Anne Buddenhagen
76 Winthrop Street	21-004	.62	Marshall & Elizabeth Gustin
78 Winthrop Street	21-003	.853	Joseph & Mary Vadakekalam
Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
78A Winthrop Street	21-002	.902	Anthony & Lynda Bertone
80 Winthrop Street	21-001	.722	Craig & Janice Dresser
82 Winthrop Street	14-029	1.0	Jeffrey Devine
84 Winthrop Street	14-028	.5	Romas & Niucole Banaitis
6 Hemlock Drive	21-019	.5	William & Mildred Beachman
12 Hemlock Drive	21-015	.5	Brianna & Matthew Boyce
14 Hemlock Drive	21-016	.5	William Oldmixon & Takeda Karou
16 Hemlock Drive	21-014	.5	Charlotte Porreca
18 Hemlock Drive	21-013	.5	Martin Concannon Trustee & Dawn Rose Trustee
20 Hemlock Drive	21-014	.5	Alan & Myrtle Miller
3 Clover Lane	21-009	.25	Joanne Davenport
5 Clover Lane	21-010	.25	William & Roberta Scherer

Or act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VV

(Unanimous)

ARTICLE 19: (Amend Zoning Bylaws: Wireless Communications Facilities)

To see if the Town will vote to amend the Medway Zoning Bylaw, Section 8.7., by replacing the language in its entirety with the following:

1.1. Wireless Communications Facilities

A. Purpose. The purpose of this Section is to minimize adverse impacts of wireless communication facilities on adjacent properties and residential neighborhoods (including but not limited to aesthetic, public safety, and property value impacts), to limit the number and height of these facilities to only what is essential, to promote shared use of existing facilities, to reduce the need for new facilities, and to protect the interest of the general public. This Section is promulgated under the authority of G.L. c. 40A, the Home Rule Amendment of the Massachusetts Constitution and the 1996 Telecommunications Act, 47 U.S.C. Section 332(c)(7)(A).

No Wireless Communications Facility (“WCF”) shall be constructed except in compliance with the provisions of this Section. Unless exempted in accordance with subsection 8.7.H, any WCF shall require a special permit from the Zoning Board of Appeals. An Eligible Facilities Request shall follow the procedures set forth in subsection 8.7.I.

B. Definitions. The definitions herein, especially that of a “device” and “WCF,” are intended to encompass such devices as they may evolve through technological advances.

1. **Tower:** Any structure to which a device may be attached for the purpose of transmitting or receiving wireless communications, including but not limited to water towers, steeples, flag poles, or parking lights (typical), but not including any residential, commercial or industrial building, accessory building, and/or rooftop.
 - a. **Self-Supporting Tower:** Any lattice or monopole tower to which a device may be attached for the purpose of transmitting or receiving wireless communications. Self-Supporting Towers are ground-mounted, but may include an above-grade base made of concrete or other similar material.
2. **Height:** A distance measured from the mean finished grade of the land surrounding the device to its highest point, surface or projection, in the case of free standing devices, or a distance measured from the average finished grade of the land surrounding the exterior walls to the highest point, surface or projection, in the case of devices mounted on existing buildings or structures.
3. **Device:** Any antenna, or other apparatus that performs the function of antennas, together with any telecommunications satellite dishes and other necessary equipment.
 - a. **Mounted Device:** Any device which is affixed to a Tower.
 - b. **Building Mounted Device:** Any device which is affixed to a residential, commercial, or industrial building, accessory building, and/or rooftop.
 - c. **Free Standing Device:** Any device which is affixed to a Self-Supporting Tower.
4. **Wireless Communications Facility (WCF):** Any buildings, structures, towers, and appurtenant equipment and storage that are used for the express purpose of conducting wireless telecommunication services regulated by the Federal Communications Commission (FCC) and defined as “personal wireless services” in Section 704, or other sections of the Federal Telecommunications Act of 1996 as amended. By way of example, but not limitation, “WCF” includes cellular telephone services, personal communication services, paging services, specialized mobile radio, including wireless intended for the transmission of data or internet, and also including antennas, towers, satellite dishes, or

other devices or equipment for transferring wireless transmissions with or without a building to house and/or maintain such equipment.

5. **Collocation:** The mounting or installation of transmission equipment on an Eligible Facility for the purpose of transmitting and/or receiving radio frequency signals for communications purposes.
6. **Eligible Facility:** Any existing tower or base station as defined in the Spectrum Act, provided it is in existence at the time an Eligible Facilities Request is filed with the Town in accordance with the provisions of this Bylaw.
7. **Eligible Facilities Request:** Any request for modification of an existing wireless tower or base station that involves collocation of new transmission equipment; removal of transmission equipment; or replacement of transmission equipment.
8. **Spectrum Act:** The “Middle Class Tax Relief and Job Creation Act of 2012” (Public Law 112-96; codified at 47 U.S.C. §1455(a)).

C. By Right Provisions. The following devices may be constructed, erected, installed, placed and/or used within the Town subject to the issuance of a building permit by the Building Department in those instances when a building permit is required:

1. A device for customary private household use, including but not limited to, a conventional chimney-mount television antenna or home satellite dish not to exceed 3 feet in width;
2. A device (or combination of devices) installed on an existing building or other existing structure within any commercial or industrial district provided that such device or combination thereof, including its supports, is:
 - a. Finished in a manner designed to be aesthetically consistent with the exterior finish of such building or structure and otherwise in accordance with the Design Standards set forth in subsection 8.7.F; and
 - b. Mounted in such a manner that it does not:
 - i. Extend above the highest point of a building or structure by more than 10 feet;
 - ii. Obscure any window or other exterior architectural feature;
 - iii. Extend beyond the face of any wall or exterior surface by more than 18 inches;
 - iv. Extend below the top of the roof line of any single-story building or structure; or
 - v. Extend more than 8 feet below the roof line of any multi-story building or structure.
 - c. Not comprised of any device or devices which have a visible surface area facing surrounding streets and/or residential districts that exceeds 50 square feet in area.
3. A device owned by and located on the property of an amateur radio operator licensed by the FCC, which device shall be installed at the minimum height necessary for the proper functioning of amateur radio communications in accordance with the licensing requirements for that location; and
4. A device installed wholly within and not protruding from the interior space of an existing building or structure (including interior space behind existing roofs or within existing

mechanical penthouse space) or behind existing rooftop mechanical screens in such a manner that the device would not be visible from surrounding streets and/or residential districts only for so long as such device remains wholly within such space or behind such roofs or screens.

D. Special Permit General Requirements.

1. Lattice style towers and similar facilities requiring three or more legs and/or guy wires for support are prohibited.
2. To the greatest extent feasible, all service providers shall co-locate at existing facilities. Wireless communication facilities shall be designed to accommodate the maximum number of users as technically practical.
3. When co-location on an existing WCF is not feasible, the applicant must demonstrate that another site is required to address a substantial gap in coverage. A new WCF shall be located at one of the sites described in Section E.2 below; only if there is no feasible alternative location set forth in Section E.2 below that would address the gap in coverage may other locations be considered.
4. The height of a WCF shall be constructed at the minimum height necessary to accommodate the anticipated and future use of the facility. The maximum allowed height for a WCF shall be 120 feet.
5. A WCF shall meet all setback requirements as provided for in Section 6, Dimensional Regulations, of the Medway Zoning Bylaw.
6. Where the applicant seeks approval for a device owned or controlled by the applicant, approval of equipment shall be contingent upon the agreement of the applicant to reasonably cooperate with other wireless communications service providers in permitting the co-location of antennas on such structures, on commercially reasonable terms, unless:
 - b. There are structural or other limitations which would make it unfeasible to accommodate the proposed WCF; or
 - c. The proposed facility would interfere with the wireless communications of one or more existing occupants at the site, including the applicant.
7. The Board may adjust height and setback requirements by a four-fifth vote if the Board finds that such adjustments will result in:
 - b. A more desirable design of the development or provide enhanced buffering for adjacent residential properties;
 - c. Improved transmission for wireless telecommunication services, signals, and long distance communications; and/or
 - d. Improved public safety.

E. Location of Wireless Communication Facilities.

1. All applications for a new WCF must demonstrate inability to co-locate at an existing WCF, and that there is a gap in coverage that the new WCF will address in whole or in part, before consideration will be given to another site.

2. Should the applicant demonstrate the requirements that there is a technical inability to co-locate and that there is a gap in coverage that the new WCF will address in whole or in part, the following locations may be allowed by special permit and should be considered by the Applicant to the extent that any of these locations serve as a feasible location for a proposed WCF:
 - b. Any land located within an electrical transmission easement; or
 - c. Any land owned by the Town of Medway on which a water tower, water tank/well, emergency service building (i.e. police or fire station), or other buildings/structures, not including schools, are located.
3. Should the applicant demonstrate that there is a need for a WCF due to a substantial gap in coverage in a location not otherwise provided for in subsections 8.7.E.1 and 2, consideration may be given for a WCF as provided for in subsection 8.7.H. Applications under subsection 8.7.H must comply with all general, design, and procedural requirements of this Section 8.7, as well as all other applicable sections of the Medway Zoning Bylaw.
4. No WCF shall be located, erected, or modified nearer to any building or structure than one times the vertical height of the facility (inclusive of any appurtenant buildings/structures).
5. No WCF shall be located on land under status of G.L. c. 61A or c. 61B, as may be on record with the Assessor's Office.
6. No WCF shall be located within a National or Local Historic District unless the Zoning Board of Appeals finds that the facility is properly concealed, meets the Design Standards set forth in subsection 8.7.F, and does not alter the character of that district, property, building, or structure where it is located. All such applications shall be referred to the Historical Commission for review within five business days of receipt, and the Historical Commission shall provide its recommendations, if any, within 45 days after said referral.

F. Design Standards.

1. Wireless facilities shall be suitably screened from abutters and residential neighborhoods. Painting, landscaping, fencing, buffering and screening, when deemed necessary by the Zoning Board of Appeals, will be required at the expense of the owner.
2. Devices shall be camouflaged by location and/or design to disguise them from the public view, whether by designing the device so as to disguise it as an existing or new building or structure appropriate in type and scale to its location (e.g. a parking light adjacent to a recreational area, a flagpole in a park, a silo in a field, an artificial tree monopole in a wooded area) where the WCF are hidden within or mounted on a structure to make them essentially invisible, or whether located in a place and manner that renders the device essentially invisible (e.g. siting the device within existing trees, providing effective screening by the use of landscaped buffers which camouflage the device at the time of planting and are effective year-round).
3. Existing on-site vegetation shall be preserved. The Board may require additional buffering and screening if it finds that the existing vegetation is insufficient.
4. A different color scheme shall be used to blend the structure with the landscape below and above the tree or building line, as deemed necessary by the Board.

7. Fencing shall be provided to control access to the WCF and shall be compatible with the rural and scenic character of the area and of the Town. Fencing shall not be constructed of razor wire (or similar materials) or chain link.
8. There shall be no signs or advertisement signs permitted on or in the vicinity of a WCF, except for announcement signs, no trespassing signs, and a required sign, not to exceed four square feet in area for each device installation, which shall display a phone number where the person responsible for the maintenance of the WCF may be reached on a twenty-four hour basis. All other signage shall be consistent with Section 7.2, Signs, of the Zoning Bylaw.
9. Night lighting of any WCF shall be prohibited, except as required by the FCC, Federal Aviation Administration (FAA), or that needed for emergency service, security, and safety requirements. All lighting shall be consistent with Section, 7.1.2, Outdoor Lighting, of the Zoning Bylaw.
10. There shall be a minimum of one parking space for each facility, large enough for an electric utility vehicle, to be used only in connection with the maintenance of the site and not for the permanent storage of vehicles or other equipment.
11. To the extent feasible, the equipment to relay the wireless transmissions shall be located inside an existing building/structure. Otherwise, such equipment shall be located in a new, enclosed structure in a location where the visual impact to the surrounding properties and streets will be minimized. The Board may impose conditions on the siting and screening of such structure.

G. Procedures for Special Permit.

1. All applications for modification of existing or construction of new wireless communications facilities shall be submitted in accordance with the rules and regulations of the Zoning Board of Appeals, except that applications constituting Eligible Facilities Requests shall follow the procedures set forth in subsections 8.7.I and 8.7.J below.
2. Documentation must be provided for the rights to the property and/or use of buildings/structures (i.e. ownership), a portion of land and/or use of buildings/structures (i.e. a lease or rent), or other means of legal access. Applicants proposing to erect a WCF on municipally-owned land, buildings, or structures shall provide evidence of a contractual authorization by the Town to conduct wireless communication services on such properties.
3. A field inspection/site visit shall be conducted on all applications for a WCF prior to the hearing for the special permit. The results of the inspection shall become a permanent part of the applicant's file and shall bear the date of inspection and comments by the inspecting town agents. A site visit shall include, but not be limited to, the following agents as determined necessary: Building Commissioner/Zoning Enforcement Officer, Conservation Agent, Department of Public Services Staff, and Zoning Board of Appeals Staff.
4. The following information must be provided, prepared by a professional engineer, licensed in the state of Massachusetts:
 - b. A plan shall be provided showing the exact location of existing and proposed buildings, structures and Towers, as well as:
 - i. Landscaping and lighting features;

- ii. Buffering and screening;
 - iii. Fencing and controlled entry;
 - iv. Abutting streets, residential dwellings and all buildings/structures within 300 feet of the tower base and the distance at grade from the proposed WCF to each building on the plan;
 - v. Grading and utilities at two-foot contours; and
 - vi. Zoning requirements, as well as building and structural setbacks.
- c. Elevation plans and/or colored rendition showing details of the tower(s) and devices, as well as any buildings/structures associated with the WCF. Plans should also provide details of buffering and screening, landscaping (including species, height, and breadth of trees and shrubbery), lighting, fencing, and colors and materials for the entire project site.
 - d. Description of facility, as well as all technical, economic, and other reasons for the proposed location, height and design;
 - e. Confirmation that the facility complies with all applicable Federal and State standards;
 - f. Description of facility capacity including number of type of devices that can be accommodated and basis for calculations. For existing towers, confirmation that the WCF has the structural and technical capacity for an additional device;
 - g. Specifications for construction, lighting, and wiring in accordance with State and National building codes;
 - h. Environmental Assessment, as may be required by the FCC;
 - i. Confirmation that proposed facility complies with FAA and FCC guidelines;
 - j. Written statement demonstrating that there are no adverse impacts to residents and the general public—visual, safety, or otherwise; and
 - k. A plan showing the existing WCF locations and service provider coverage in and surrounding the Town of Medway, as well as the proposed WCF location and service coverage of that facility. This plan should be provided by a certified radio frequency engineer(s) or other certified telecommunications specialist.

H. Special Provisions for Review of Application to Construct New WCF pursuant to 1996 Telecommunications Act.

- 1. The Board shall issue a special permit for a WCF, in accordance with the provisions of this Section, in areas where a WCF would otherwise be prohibited, if and only if the following terms and conditions are met entirely:
 - a. The Board, after public hearing and presentation of substantial evidence by the applicant, determines that a significant gap in wireless coverage exists in a portion of the town; and
 - b. There is no feasible alternative location for the proposed location of the WCF which would adequately address the gap in coverage; and

- c. An application for a significant gap in wireless coverage determination must provide information such as mapping of existing areas of coverage, maps depicting location of wireless coverage gaps, reports, affidavits, and other supplemental narrative information, from a suitably qualified radio frequency engineer(s) or other telecommunications specialist, to clearly demonstrate that a gap in coverage exists and there are no feasible alternative locations for the proposed WCF that would address the gap in coverage.
- d. An application for a special permit relying upon a significant gap in wireless coverage determination shall comply with all general, design, and procedural requirements of this Section 8.7, as well as all other applicable sections of the Medway Zoning Bylaw.

I. Request for Modification of Eligible Facilities.

1. Submission Requirements – Applications for an Eligible Facilities Request shall be filed with the Building Department. The Building Commissioner shall conduct an initial review of the application within 30 days of receipt to determine whether the application is complete. The Building Commissioner shall notify the applicant within thirty days of receipt of the application if the application is deemed incomplete. Such notice shall delineate all missing documents or information.
2. Review of Application – The Building Commissioner shall conduct a limited-scope review of an Eligible Facilities Request to determine if the proposed Eligible Facilities Modification will result in a substantial change to the physical dimensions of an Eligible Facility. An Eligible Facilities Request “substantially changes” the physical dimensions of an Eligible Facility if it meets any of the criteria established in the FCC Eligible Facilities Request Rules.
3. Approval – Within sixty days of the filing of a complete Eligible Facilities Request, less any time period that may be excluded pursuant to a tolling agreement between the applicant and the Building Commissioner, the Building Commissioner shall complete his or her limited-scope site plan review and approve the application unless the Building Commissioner determines that the application does not meet the definition of an existing Eligible Facility subject to the Spectrum Act, or the proposed Eligible Facility Request proposes modifications that will substantially change the physical dimension of an Eligible Facility.

J. Construction, Maintenance, & Cessation of Use.

1. Upon receipt of a special permit from the Board, the applicant shall apply to the Building Department for a permit to construct a WCF and shall provide written evidence that all preconstruction conditions, as may be part of the special permit decision have been satisfied.
2. The owner of the facility and/or devices shall be responsible for ongoing proper maintenance of the WCF or device as allowed by Special Permit. Verification of maintenance and structural integrity by a certified structural engineer shall be required at the request of the Building Commissioner/Zoning Enforcement officer on a biennial basis.
3. If applicable, annual certification demonstrating continuing compliance with the standards of the FCC, FAA, and the American National Standards Instituted and required maintenance shall be filed with the Building Commissioner/Zoning Enforcement Officer by the special permit holder.

4. WCF devices and/or structures shall be removed within one year of cessation of use.
5. Should the owner and/or operator, or the owner of the land or structure on which the device is located, fail to remove a device within one year of cessation of use, the Town may remove the same.
6. A performance guarantee may be required as a condition of any special permit granted under this Section, in an amount deemed sufficient to cover the Town's cost of the demolition and removal of the device in the event of cessation of use.

Or act in any manner relating thereto.

ZONING BOARD OF APPEALS

VV

(Unanimous)

ARTICLE 20:

(Transfer Funds to Medway Redevelopment Authority)

To see if the Town will vote to transfer the \$74,400 appropriated by vote of the May 2017 Annual Town Meeting under Article 8 to the Medway Redevelopment Authority for the purpose of funding initial land acquisition costs, including any legal or technical costs associated thereto, in connection with implementing a redevelopment and/or urban renewal plan for the so-called Oak Grove project, or act in any manner relating thereto.

BOARD OF SELECTMEN

VV

(Unanimous)

The Town Meeting adjourned at 8:50PM

TOWN OF MEDWAY
MARRIAGES RECORDED IN THE TOWN OF MEDWAY
2017

MARCH

10	ALEXANDRA B. GRABBE GEORGE M. WEIFFENBACH	MEDWAY MEDWAY	FRANKLIN Curtis Patalano, JP
23	ANTHONY W. PARCHESKY JAIME E. MULLIN	MEDWAY MILFORD	MILFORD Sandra Malkin, JP

APRIL

25	LEE C. DIAZ RACHEL L. CARR	MEDWAY MEDWAY	MEDWAY Charlene Tingley, JP
29	KERRI L. WHITE KATHLEEN M. TATUM	VIRGINIA VIRGINIA	WRENTHAM Thomas David, JP
29	DANIEL T. CONNOLLY MARISSA TOOMEY	MEDWAY MEDWAY	FOXBOROUGH Michael Ventura, Solemn.

MAY

06	DENNIS J. BIGELOW STEPHANIE M. LAUZON	MEDWAY MEDWAY	BELLINGHAM Susan B. Green, JP
07	NYHER R. SAWALL JASON W. POWERS	MEDWAY MEDWAY	BOSTON Rosaria Salerno, JP
13	SCOTT C. SALVUCCI KARA J. NILAND	MEDWAY MEDWAY	GROTON F. Lenny Nelson, Priest

JUNE

11	MARY J. HALL KENNETH G. FARLEY	MEDWAY MEDWAY	MEDWAY Anna Cannon, JP
----	-----------------------------------	------------------	---------------------------

JULY

03	YVONNE M. WIGMORE BRIAN P. BURGETT	BELLINGHAM MEDWAY	EDGARTOWN Laura B. Johnston, JP
07	ELIZABETH E. COMTOIS FIKADU G. TAFESSE	OREGON OREGON	MALDEN Paul McPheeters, Clergy
07	JARED A. LAFLEUR AUDRA S. HENLEY	MEDWAY MEDWAY	BOSTON Maureen Feeney, JP
08	CHARLES M. WEST LAURA A. SCOTT	WEST MEDWAY MEDWAY	NORTH ATTLEBOROUGH Ethel M. Corbin, Clergy
14	PARIKSHITH RAINA ERICA B. MARCUS	MEDWAY MEDWAY	MEDWAY Jodi Marcus, Solemnizer

15	MAFALDA E. GIOVANETTI GERARD C. GILMAN	NORWOOD MEDWAY	MEDWAY Maryjane White, JP
17	ZACHARY J. SCOTT LAUREN B. NICKEL	MEDWAY MEDWAY	E. BRIDGEWATER Nathan Joiner, Rabbi
23	SARAH E. FRISWELL ALEXANDER J. COTTON	MEDWAY MEDWAY	SHARON Kenneth Cotton, Solemnizer
26	SCOTT W. WHEELER HALEY M. BISHOP	MEDWAY MEDWAY	MEDWAY Charlene Tingley, JP
29	RICHARD M. HATCH III KAYLA L. COTTER	MEDWAY MEDWAY	MEDWAY Timothy J. Moran, Priest
AUGUST			
05	MARGARET I. JOYCE JEFFREY W. HAMMOND	MEDWAY MEDWAY	DENNIS Lucinda Graham, Clergy
05	FRANCIS H. WILLIAMS, JR KATELYN M. MCGLASHING	MEDWAY MEDWAY	FRANKLIN Tina M. Pothier, JP
19	PIERRE J. COTE LAURA L. BARONE	UPTON UPTON	MEDWAY Philippe S. Cote, Solemnizer
26	RACHEL K. MENDES CHRISTOPHER DZIURZYNSK	MEDWAY MEDWAY	STURBRIDGE Gregory Tanna, Solemnizer
SEPTEMBER			
03	MATTHEW R. DOWNS SARAH E. CALVARIO	MEDWAY MEDWAY	MILLIS Emily McAdams, Minister
08	JOYCE PATNAUDE KENNETH GENGO, JR	RHODE ISLAND MEDWAY	MEDWAY Maryjane White, JP
11	SARAH J. BALDERAS CHRISTIAN A. ATILLO	ILLINOIS MEDWAY	MEDWAY Maryjane White, JP
23	EMILY COLLIER NICHOLAS BENZIGER	MEDWAY MEDWAY	MEDWAY Charles Benziger, Solemnizer
23	JOSHUA A. GRAUMAN LAUREN A. CHAREST	TAUNTON TAUNTON	WRENTHAM Lynn A. Kingsley
OCTOBER			
01	JUSTIN A. SYLVIA JILL M. HADAYIA	MEDWAY MEDWAY	MILTON Fr. Ron Coyne, Priest
21	JOSIAS CONATIONI RENATA DA CUNHA NUNES	MEDWAY MEDWAY	FRAMINGHAM Josue Conationi, Pastor

28	TINA L. SHEPPARD CHRISTOPHER SISSONS, JR	MEDWAY MEDWAY	MEDWAY Alexandra Sissons, Solemn.
----	---	------------------	--------------------------------------

NOVEMBER

13	CIARA N. CARTER JOHNATHAN MCCAUGHEY	MEDWAY SEEKONK	BOSTON Francis T. Silva, Solemn.
----	--	-------------------	-------------------------------------

18	LISA J. KELLY ALEXANDER W. HAZEL	MILLIS MILLIS	HULL Bernard Cushing, Clergy
----	-------------------------------------	------------------	---------------------------------

21	MARK STIEFEL MARGARIDA dos REIS	MEDWAY FRAMINGHAM	MEDWAY Charlene Tingley, JP
----	------------------------------------	----------------------	--------------------------------

22	SCOTT M. MARTELL LIVIA M. VIEIRA	MEDWAY MEDWAY	MEDWAY Charlene Tingley, JP
----	-------------------------------------	------------------	--------------------------------

DECEMBER

09	MATTHEW G. DOUKAS CAITLIN D. REGAN	MEDWAY MEDWAY	WESTON Rev. N. Krommydas, Priest
----	---------------------------------------	------------------	-------------------------------------

09	ZOA NOEL VARNER TODD DAVIS PEMBER	MEDWAY MEDWAY	QUINCY Fr. J. Donofrio, Priest
----	--------------------------------------	------------------	-----------------------------------

15	ANGELO D. SOLARI BRITTANY A. KILMARTIN	MEDWAY MEDWAY	MEDWAY Maryjane White, JP
----	---	------------------	------------------------------

TOWN OF MEDWAY
DEATHS RECORDED IN THE TOWN OF MEDWAY
2017

MONTH	NAME	RESIDENCE	AGE
JANUARY			
01	ZAMIR FATIIMA	MEDWAY	91
03	RONALD A. BRADFORD	MEDWAY	70
04	EMILY G. COAKLEY	MEDWAY	90
08	ROBERT L. JOHNSON	MEDWAY	81
15	ANNA BARBARA SABINO	EDWAY	97
17	MILDRED L. GARIEPY	MEDWAY	91
24	JOAN M. REARDON	FRANKLIN	86
24	JOSEPHINE L. ZACCHILLI	BREWSTER	95
25	SUSAN R. THOMSON	MEDWAY	60
26	VIRGINIA RUTH JUDD	MEDWAY	93
27	BRUCE F. KUSHNER	FRANKLIN	88
27	RICARDO LINO BALDASSARI	MEDWAY	100
29	WILLIAM MICHAEL TOCCI	MILLIS	89
30	NATALIE L. MUTASCIO	MEDWAY	86
31	AGNES E. VLADYKA	FRANKLIN	96
FEBRUARY			
01	JAMES PHILLIP MOSHER	MEDWAY	62
03	WILLIAM DUNN BEACHMAN	MEDWAY	84
04	PAUL F. CARR	MILFORD	82
07	JOSEPHINE A. ATTERATTA	MILFORD	94
08	DAVID J. CATALDO	MEDWAY	37
10	BARBARA W. JOHNSTON	MEDWAY	92
16	JANET MARIE WALSH	MEDWAY	69
21	PATRICIO DARIO VALDIVIESO	MEDWAY	34
26	ISABEL A. VARGAS	BELLINGHAM	83
26	GRACE VIVIAN MONAHAN	HOLLISTON	103
MARCH			
10	GARTH HAVELOCK GAETZ	MILFORD	83
14	ROBERT ERVING CLOUGH	MEDWAY	93
23	ALBERT T. BINDA	MEDWAY	89
27	THERESA A. LAHEY	MEDWAY	58
29	JOANNE B. FOSTER	MEDWAY	62
APRIL			
03	EMMA LAFORT	WALTHAM	91
05	ELLIE FRANCES MOORE	TENNESSEE	97
05	JANICE LOUISE ISHERWOOD	BELLINGHAM	85
06	CHRISTINE P. WATERS	MILLIS	74
14	JAMES PETER PERNESKI	MEDWAY	77
17	JOHN D. SEFERIAN	MEDWAY	90
21	AGNES KASPARIAN	MILFORD	82

26	TIMOTHY WILLIAM ROCHE	MEDWAY	84
26	GREGG A. FONTECCHIO	MEDWAY	50
29	SEAN MCDOWELL PETERS	MEDWAY	22
30	SHIRLEY G. BROWN	MEDWAY	89
30	SCOTT HALLORAN	MEDWAY	56
MAY			
02	JOSEPH CATALDO, JR.	MEDWAY	80
03	MARK F. CAHILL	NATICK	68
07	MARY LOU FLANAGAN	MEDWAY	76
09	ANNA M. REPUCCI	MEDWAY	92
10	JAMES L. HOOLEY, JR	MEDWAY	79
29	AMY B. FISHER	MEDWAY	95
JUNE			
01	MARY J. BERNSTEIN	MEDWAY	84
02	PATRICIA J. MODICA	MEDWAY	66
03	ANTOINETTE M. TUMOLO	MEDWAY	88
06	ELEANOR GRACE CARROLL	MEDWAY	84
09	GEORGE K. SIORAS	BROOKLINE	88
16	MARGARET MARY SWANSON	MEDWAY	91
18	JASON DOWLEY	MEDWAY	41
18	JANICE THURSTON	MILLIS	79
27	RICHARD E. SANCHIONI	MEDWAY	71
JULY			
06	CHARLOTTE NAGEL BURDICK	MILLIS	96
11	DORIS D. HATCH	MEDWAY	61
15	ALBERT F. MORIGGI	MEDWAY	87
17	DOLORES V. GIBBS	MEDWAY	90
21	ALDO F. VENDETTI	FRANKLIN	85
29	REGINA JACOBSON	MEDWAY	80
AUGUST			
05	JENNIE H. LINSKEY	MEDWAY	93
07	SOPHIE MARTIN	MILFORD	97
11	FRANCIS J. YERED, SR.	MEDWAY	79
11	GERALD C. HARDY	BLACKSTONE	90
11	THERESA F. HIGGINS	MEDWAY	89
11	TERRENCE EMIL MORRIS	MEDWAY	69
12	SUSAN D. PETRUSEWICZ	MEDWAY	62
13	ANTHONY F. MELE	MEDWAY	83
14	MARGARET RUGGIERI	MEDWAY	103
15	HARRIET A. DESMOND	MEDFIELD	72
SEPTEMBER			
02	PRISCILLA JEAN LYDON	MEDWAY	75
04	WILLIAM CHARLES CHAMPION	MEDWAY	72
09	CHARLES JAMES MACDONALD	MEDWAY	96
10	VIOLA D. RYDER	MEDWAY	89

10	RICHARD WILFRED WILLIAMS	MEDWAY	76
15	FOREST E. WHITE	MILFORD	95
16	MARGARET A. KINGSBURY	MEDWAY	78
17	BERNARD GABRIEL COLO	MEDWAY	68
23	MARY G. SENTER	MEDWAY	87
27	MARY REGINA ROWELL	MEDWAY	86
28	COREY STEVEN FINDELSTEIN	MEDWAY	63

OCTOBER

13	NILS G. HALLQUIST, JR	FRANKLIN	84
18	HELEN R. FONT	MEDWAY	77
18	LOUISE F. THIBEDAU	MEDWAY	85
20	RUTH WOLFF	MILLIS	87
21	LEONA M. NICOLETTI	BELLINGHAM	94
27	ANTHONY M. PUNTIERI	MEDWAY	67

NOVEMBER

04	JOHN G. WOOSTER, JR.	MEDWAY	87
12	CATHERINE CELIA SZYLKONIS	MEDWAY	92
13	CHERYL A. CLARK	MEDWAY	62
13	CHARLES G. BANNERMAN	MEDWAY	84
15	JOHN M. REGO	HOLLISTON	75
18	EDNA MARIE KALUKIN	MEDWAY	86
23	LINDA S. REVELL	MEDWAY	58
28	MARIE-JEANNE D. SCOLAMIERO	MEDWAY	90

DECEMBER

06	GARY FRANCIS CRONAN	MEDWAY	64
06	MARTHA B. MCCULLOUGH	MILFORD	51
07	FRANCIS A. CARINI	MEDWAY	72
11	SHIRLEY M. HINES	FRANKLIN	82
12	ROBERT JOHN MARCONE	MILFORD	89
16	ANNE THERESA HERRING	NATICK	75
18	RANDALL WILLIAM BURR, II	MEDWAY	55
26	JOHN DOUGLAS PACKARD	MEDWAY	74
26	STEPHEN M. MCNICHOLAS	MEDWAY	64
30	IDA JEANNETTE ORRELL	FRANKLIN	86

				ANNUAL TOWN ELECTION	
				16-May-17	
Board of Selectmen	Precinct 1	Precinct 2	Precinct 3	Precinct 4	total
Glenn Trindade	211	175	213	241	840
William Liam McDermott	121	208	187	187	703
write-ins	0	0	0	2	2
blanks	7	7	7	9	30
Total	339	390	407	439	1575
Board of Health					
Michael Heavey	164	211	222	207	804
Melissa Kelley	126	154	141	185	606
write-ins	0	0	0	2	2
Blanks	49	25	44	45	163
Total	339	390	407	439	1575
School Committee					
Carla Cataldo	106	127	140	134	507
Susan Dietrich	181	204	197	219	801
Lauren Nassiff	152	178	164	214	708
Jeffrey Segarra	158	167	214	205	744
Write-ins	3	1	1	2	7
Blanks	78	103	98	104	383
Total	678	780	814	878	3150
Park Commission					
Ross Rackliff	116	149	150	138	553
Michael Tudino	189	198	218	260	865
write-ins	0	0	0	1	1
blanks	34	43	39	40	156
Total	339	390	407	439	1575
Library Trustee					
Christopher J. Monahan	245	300	315	342	1202
John Scott Smith	240	283	294	311	1128

write-ins	0	1	0	2	3
blanks	193	196	205	223	817
Total	678	780	814	878	3150
Water/Sewer Commission					
Robert Wilson	162	169	210	186	727
Steve Burke	107	156	128	183	574
write-ins	0	0	0	1	1
blanks	70	65	69	69	273
Total	339	390	407	439	1575
Water/Sewer Commission					
Francis Ted Kenney Jr	241	302	318	337	1198
write-ins	2	1	0	2	5
blanks	96	87	89	100	372
Total	339	390	407	439	1575
Housing Authority					
Helen O'Donnell	69	81	94	94	338
David Dwyer	129	140	128	153	550
Rita Larrabee	113	143	164	155	575
write-ins	0	0	0	0	0
blanks	28	26	21	37	112
Total	339	390	407	439	1575
Planning and Economic Board					
Andrew Rodenhiser	228	269	298	325	1120
Robert Tucker	235	292	296	313	1136
write-ins	6	6	2	5	19
Blanks	209	213	218	235	875
Total	678	780	814	878	3150
Re-Development Authority					
Rori Stumpf	236	281	302	330	1149
write-ins	4	5	2	6	17

Blanks	99	104	103	103	409
total	339	390	407	439	1575
Question #1					
Should the town prohibit all non-medical ("recreational") marijuana retail sales in the town?					
Yes	218	251	265	289	1023
no	114	132	134	144	524
blanks	7	7	8	6	28
Total	339	390	407	439	1575
Reg voters 9507					

Report of the Board of Health

The Health Department's mission is to preserve and protect public health in the community, by preventing disease and assuring safety and environmental quality. This objective is carried out through routine inspections, complaint investigations, permitting and plan reviews. The department also develops regulations and programs to address existing and future public health issues and to promote preventative public health. It is through these proactive efforts that the Health Department is helping to improve the status and quality of life for all members of the community.

Description of services include:

- Permitting/Licensing of food/retail establishments, tobacco vendors, summer camps, pools/swimming areas, septic haulers/installers, solid waste haulers, septic installations, private & irrigation well installations, percolation tests, tanning & body art facilities, and farm animals
- Enforcement of state and local regulations relating to public health, safety and the environment.
- Consult on Health and Wellness services through the contracted Visiting Nurse Association (VNA).
- Enforce State Sanitary Code
- Enforce the State Environmental Code
- Protection of ground water and public drinking wells, and other environmental concerns.
- Participation in mosquito control program-Norfolk County Mosquito Control.
- Hazardous waste collection and disposal.
- Participation in local and regional emergency preparedness.
- Conduct all complaint investigations as well as any other health concern.
- Public Health Prevention programs and administration, participating in grants as offered to better the community

PERMITS/LICENSES ISSUED:

Food/Retail Service	88
Tobacco	14
Solid Waste Haulers	13
Septic Installers	27

Percolation Tests	24
Septic Repairs	28
New Septic Systems	8
Septic Haulers	27
Wells	7
Animal	43

Accomplishments for the year include:

- Conducted 2 Flu Clinics, one at the Senior Center and the other at the High School and vaccinated >200 people
- Renewed the Salmon VNA & Hospice contract
- Created a revolving fund for the Tobacco Control Program
- Participating in up-dating the Hazardous Mitigation Plan for the town

Respectfully submitted,

Beth Hallal, R. S., Health Director

Report of the Medway Building Department

Purpose

The purpose of the Building Department / Inspectional Services is to protect the public health and safety by overseeing all types of construction in the Town of Medway. The department is committed to providing a superior customer experience and ensuring public safety through compliance with all laws and related ordinances which pertain to the Massachusetts State Building Code. More specifically, these responsibilities encompass the administration of the State Building, Electrical, Architectural Access Board of Regulations, Plumbing, Gas, Mechanical, Energy and Sheet Metal Codes. In addition, the Department is responsible for the interpretation and the enforcement of the town Zoning Bylaws.

Procedure

The Building Department reviews applications for building permits to construct, alter, repair, remove or demolish a structure. Once application have been approved by the building official a building permit will be issued. The building Inspectors will then make the appropriate periodic inspections. Electrical, Plumbing, Gas and Sheet Metal permits are also issued from this department. Once approved the inspectors will conduct the appropriate inspections. Additionally, this department enforces all Zoning Variance, Special Permits and Site Plan Approvals. On a regular basis we conduct periodic safety inspections at places of assembly, restaurants, religious institutions, child daycare facilities, and other places of assembly. This department also fields numerous complaints from various town department's as well as the public. Some of these complaints result in fines or prosecution when necessary to obtain code compliance.

A few of the current and / or ongoing projects within the town include; Millstone Development, Exelon power plant expansion, O'Brien & Sons new commercial building, Merrimack Building Supply expansion, O'Reilly Auto Parts and Country Cottage Day Care building.

Staffing and Operations

Jack Mee is the Building Commissioner overseeing the Department which consists of:

- Rindo Barese Deputy Building Inspector
- Jill Karakeian Administrative Secretary
- John Naff on call Building Inspector
- Jen Sweet Inspector of Wires
- Brian Leary Assistant Inspector of Wires
- James Coakley Plumbing / Gas Inspector
- Gerald Smolinsky Assistant Plumbing / Gas Inspector
- W. James Allshouse Sealer of Weights & Measures

Building Permit issued in 2017

Single Family Dwellings	27
Multi Family Dwellings	7
Residential Additions	21
Residential Renovations	126
New Commercial Buildings	2
Commercial Renovations / Additions	40
Commercial Tenant Fit-up	1
Commercial Trailer	4
Signs	15
Solar	23
Roof, Windows, Siding	184
Decks, Porches	22
Demolitions	6
Garages	3
Pools, Hot Tubs	16
Wood Stoves / Fireplace Inserts	7
Utility Buildings	2
Mechanical Permits	86

TOTAL BUILDING PERMITS ISSUED 633
TOTAL COST OF CONSTRUCTION \$38,132,044.00
PERMIT FEE COLLECTED \$587,372.00

There were 288 Gas Permits issued in 2017 resulting in \$19,292.00 fees being paid

There were 320 Plumbing Permits issued in 2017 resulting in \$29,420.00 fees being paid

There were 434 Electrical Permits issued in 2017 resulting in \$40,347.00 fees being paid

Respectfully submitted,

Jack Mee, Building Commissioner

Report of the Medway Fire Department

The mission of the Medway Fire Department is to protect and to save lives, property and the environment of the citizens of Medway from emergencies and disasters through fire suppression, emergency medical services, hazardous materials mitigation, fire prevention, and public education.

Fiscal Year 2018 has been quite a year for the Medway Fire Department. Once again we continue to be progressive in our pursuit to offer excellence in customer service. Through the generosity of the Town the Department hired 4 new Firefighter/Paramedics to accomplish two things. With the additional personnel we were able to bring our on duty in station shift strength up to three Firefighters per platoon, and we were able to move from an ambulance service which provides Basic Life Support to a service that delivers Advanced Life Support so that in critical medical emergencies we bring most of the services available in a hospital emergency room into the patients living room, delivering crucial lifesaving medications and procedures before we leave a patient's house. We were fortunate to be the recipient of a FEMA Staffing for Adequate Fire And Emergency Response grant to hire 4 more Firefighter/Paramedics which now brings our on duty shift strength to 4 Firefighters in the fire station. Congratulations and welcome aboard to those members. We are continuing to train the rest of our members to Firefighter I & II certification, as well as, training our officers and officer candidates to a National certification of Fire Instructor and Fire Officer I. The Medway Fire Department continues to host regional training programs taught by the Massachusetts Firefighting Academy such as elevator rescue and rural water supply training. We also participated in regional training in conjunction with the Medway Police Department and School Department for hostile events, as well as regional partners and all other town departments in a table top exercise for a tornado that devastated a large portion of the town. The department is still active with the Regional Emergency Planning Committee. We continue to be very busy with large scale projects being built in town. We also continue to work diligently with other area fire departments in a collaborative effort to provide automatic aid for quicker and safer responses for our residents and our firefighters and provide training and develop policies regarding Firefighter rescue and accountability. The Department was the recipient of a Student Awareness of Fire Education grant from the Massachusetts Department of Fire Services thanks to the hard work of Firefighter/EMT Lisa Thompson. This grant will be used to educate both students and senior citizens about fire safety. The department also took delivery of a new state of the art ambulance equipped with safety features for both the patients and EMTs. Through funding from Exelon the department also purchased a foam engine designed to not only be used for our day to day operational needs but also fight large flammable liquids fires. With funding from CommCan we were also able to purchase new state of the art breathing apparatus with built in Firefighter tracking, Bluetooth to connect to our portable radios, speech amplification to make face to face communications easier when wearing our face pieces, and several packs have intergraded thermal imaging so Firefighters can see through smoke. In an effort to reduce cancer among our Firefighters the department also purchased a second set of turnout gear for each of our interior Firefighters so they may immediately clean their gear of carcinogens and still have a set of gear to respond to the next emergency. We refurbished Engines 1 and 2 to prolong their service and provide better visibility on the emergency scene.

Although calendar year 17 showed a slight decrease in calls from 2016, our emergency calls are once again on are increased over the same period last year. Additionally, the department 770 fire

prevention type and other calls such as business inspections, residential smoke and carbon monoxide detector inspections, child car seat installations, and fire prevention education.

We had several significant events requiring our response. There were again some major incidents in town this year. Major gas leaks on Main Street caused us to evacuate homes and close Main Street until the leaks were mitigated. We responded to several major incidents out of town as well. The opioid overdose epidemic continues to affect Medway as well, and again, members along with the Medway Police and our ALS providers we were successful in saving several lives. Members are actively participating in regional collaborative to deal with this epidemic. Weather events in March tested the response capabilities of the department as well, with three major Nor'easters hitting the town in rapid succession. On March 8th the department responded to 81 emergency calls in a 24 hour period alone.

Our efforts in Fire Prevention inspections continues. With the cooperation of building owners we have made several buildings safer by working with the owners to get fire alarm systems installed, ensuring exits are not blocked and operating properly, and making sure proper inspections are taking place.

The Department also continued to participate in many civic events, such as Medway Pride day, Family Fun Day, Medway Holiday Parade and Fireworks, the Muscular Dystrophy Association Boot Drive, the Memorial Day Parade, and Special Olympics.

I would like to take this time to publically thank the men and women of the Medway Fire Department for their dedicated service to the Department and Town of Medway. The past year has once again served to make me prouder of the way these men and women represent the Department. I would like to take time to remember all of our departed members who will be missed but never forgotten.

Additionally, thank you to the Board of Selectmen, Finance Committee, and Capital Improvement Committee for their continued support. Town Administrator Michael Boynton has also been instrumental in helping continue to move the department forward. Thank you to all of the team members of Town Hall, DPS and of course the Medway Police Department and School Department. All of their help has made my department stronger.

The members of the department are grateful for the continued support of the citizens of Medway, as well as, the cooperation of the other boards, commissions and departments of the town during the year.

Respectfully Submitted

Chief Jeffrey P. Lynch

The equipment of the Fire Department is as follows:

Station #1

Engine 2	2002	1500 GPM	Excellent Condition
Ladder 1	2013	100' Aerial	Excellent Condition
Tanker 1	2014	3,000 Gal. Tanker	Excellent Condition
Chemical 1	2016	500 lb dry chemical truck	Excellent Condition
Utility 110	2016	Bucket truck	Excellent Condition

Station #2

Engine 1	2010	1250 GPM	Excellent Condition
Engine 4	1990	1250 GPM	Fair Condition
Brush 2	1995		Good Condition
Brush 1	1997		Fair Condition

EMS

A1	2012	Modular	Good Condition
A2	2016	Modular	Excellent Condition

FIRE DEPARTMENT

Fire Chief/EMT

*Jeffrey P. Lynch

Deputy Chief

Allen Tingley

Assistant Chief

James Smith

Assistant Chief/EMT

*Michael Fasolino

Administrative Assistant

Natalie Lennon

Station One

*Thomas Irwin – Captain/EMT

Robert O'Neill- Lieutenant/
EMT

Station Two

Joseph MacDougall-Safety

Officer/ EMT

Michael Leland- Lieutenant

Emergency Medical Services

*David Leavenworth- Coordinator

*Christopher Stygles- Assistant
Coordinator

Firefighters

Lt. Michael Leland

Lt. Peter Trufant

William Scherer

Jason Vinton

Firefighters/EMTs/EMT-P

Captain Joseph MacDougall

*Captain Thomas Irwin

*Lt. Mathew Anzivino-P

Lt. Robert O'Neill

*Lt. Brian Tracy

*Lt. Craig Vinton

*David Leavenworth

*Tim Benoit

*Austin Boyt

*Steven Brody

Jared Davis

* Paul Donovan-P

*John Eaton-P

* Shawn Foster

* James Kaufman-P

Kevin Kelly

*Jack Lennon

Andrew Mahan

*Kevin Moreau

*Christopher Stygles

Lisa Thompson

* Jeffrey Ward

*Full Time

EMTs

Michael Heavey

MEDWAY POLICE DEPARTMENT

2017

CHIEF OF POLICE

Allen M. Tingley

LIEUTENANT

**William Kingsbury
(Retired)**

David McSweeney

William K. Boultenhouse

SERGEANTS

Jeffery W. Watson

**Jason P. Brennan
John Meincke**

Stephen Mitchell

DETECTIVE

Sgt. Matthew Reardon

Donald Grimes (Retired)

POLICE OFFICERS

**David W.J. McRoberts (Retired)
Joseph R. MacDougall
Richard L. Simard, II (Retired)
William Freitas
Thomas Godino**

**Robert E. O'Neill, Jr
Peter Fasolino
John Rojee
Anthony Nigro
Carl Sheppard**

**Paul T. McLaughlin
Derek P. Harrington
Ryan Ober
William White
Lauren Swarthout**

Administrative Assistant

Erin Sullivan

POLICE & FIRE COMMUNICATIONS Officers

**Nicole Connors
Nick Saletnick
Ryan Bukis***

**Ryan Kingsbury
John Godino***

**Megan Casey
Kevin Ober***

***Denotes part time or as needed**

PERMANENT INTERMITTENT POLICE OFFICERS

Thomas Hamano

SPECIAL POLICE OFFICERS

**David Lambirth
Jerry Tracy
Kevin Brennan
Jerry Tracy
Andrew Mahan**

**Frederick Paulette
James Boyan
Michael Heavey
Cheryl Goodspeed**

**Richard Malo
Robert Rojee
Barbara Trufant**

SCHOOL TRAFFIC CROSSING GUARDS

Cheryl Goodspeed

Deborah Lavalley

Gale Wilcox

MATRONS

Cheryl Goodspeed

Gail Wilcox

Judi LaPan

Medway Police Department

Vision Statement:

The Medway Police Department will create a safe and comfortable community in which people can live, work and visit. We recognize employees are the department's most valuable resource and will strive to create a positive working atmosphere where dedication and participation are encouraged. We will serve the people of this community by striving for excellence in all we do.

To this end we will:

- Enhance the safety and livability of the community.
- Prevent crime through community involvement, education, proactive enforcement and technological advances.
- Effectively communicate with all members of the community.
- Strive for professionalism and integrity by maintaining high ethical standards.
- Be fiscally responsible.
- Promote interagency communications and cooperation.
- Recruit, train and develop quality personnel.

We are committed to accomplishing the above through adaptability, encouraging creativity and forward thinking, honesty, integrity and holding one another accountable. Lastly, we will never settle for mediocrity or second best.

Mission Statement:

The mission of the Medway Police Department is to protect and improve the quality of life for all who, live, work, or visit our community by delivering the highest quality of public safety and service.

The men and women of the Medway Police Department are dedicated to accomplishing their mission by:

- Maintaining peace and order through fair and impartial enforcement of laws and quality police service.
- Fostering an environment of cooperation and trust between the police department and the community.
- Valuing our employees as our most important resource.
- Conducting business efficiently and effectively.
- Challenging the future with a spirit of optimism and innovations, in the continuous pursuit of excellence.

The Medway Police Department, through professionalism and integrity, dedicate ourselves to this mission.

Description of Services:

Prevention of crime

The police department is responsible for generating understanding about the nature and extent of crime and encouraging public support for crime prevention.

Deterrents of Crime

Crime can be deterred by proactive police procedures and active citizen involvement. The Police Department is responsible for deploying forces to deter crime and to inspire confidence in its ability to promote a peaceful and crime-free environment.

Apprehension of Offenders

Once a crime has been committed, it is the duty of the Police Department to initiate the criminal justice process.

- Identify and apprehend the offender
- Obtain necessary evidence
- Assist in prosecuting the case
- Use force that is reasonable and necessary to effectively bring an incident under control.

Recovery and return of property

The Police Department shall attempt to recover lost and or stolen property, to identify its owners and to ensure its prompt return.

Traffic Enforcement

The Police Department shall enforce traffic laws; investigate accidents, and direct safe movement of motor vehicles, bicyclists and pedestrians.

Public Service

The public relies upon the policies, assistance and advice of the Police Department in routine emergency situations. The Police Department shall respond for calls for service, aid or advise as necessary and or possible.

Use of Personnel

The Police Department shall develop personnel capable of providing the public with professional law enforcement.

Use of Resources

The Police Department shall develop objectives which make efficient and effective use of its resources and plan for future public safety needs of the community.

Interdepartmental Cooperation

The Police Department shall continue to seek cooperative working relationships with other town departments and outside agencies.

Reporting Suspicious Persons and Activities

We must all work together in an effort to improve the quality of life in our community. One way we can accomplish this goal is to encourage our neighbors to watch out for each other to reduce criminal opportunities. The Medway Police request that you stay observant and aware of persons and events within our community. We must learn to recognize happenings of a suspicious nature

and overcome any reluctance we have in reporting these incidents to the Medway Police.

All too often, we develop an attitude that "what does not affect me directly is of no concern of mine." Such apathy only serves the criminal. This does not mean that one must become a part of a vigilante group. It does mean that we must do our part in reporting suspicious activity that may pose a problem or threat within our community. By reporting suspicious conduct, a resident may have prevented a traumatic event, or aided the police in the arrest of an offender. Residents should report suspicious activity, and avoid the tendency to ignore or disregard their instinctive feelings. Do not worry about "bothering" police. Do not worry about being embarrassed if your suspicions prove unfounded.

What is suspicious activity? Events that seem out of the ordinary or that you feel should not be occurring. Some people fail to call the police simply because they are not aware of what might be suspicious or they don't want to be a bother. Knowing your neighbors and their habits will make it easier for you to recognize and report suspicious activity. You know better than anybody else what is normal for your street.

Recognizing suspicious persons: Obviously, not every stranger who comes into your neighborhood is a criminal. Legitimate door-to-door sales and repair people appear in residential areas frequently, however criminals disguise themselves as these workers to commit crimes. Stay alert to the activities of all nonresidents. You can protect yourself by checking the identification of solicitors, utility workers, and repair men prior to allowing them to enter your home.

Sometimes something that starts out looking suspicious has a very normal explanation. Usually though, if you trust your instincts and watch for a moment, you will be able to tell. Time and accuracy of information are critical in reporting crime or suspicious activity. Dial 911 to report life-threatening incidents or crimes in progress, and use the non-emergency number, 508-533-3212, for crimes that have already occurred.

Your call could save a life, prevent an injury, or stop a crime. The information you provide will be kept confidential. You do not need to give your name, although it is helpful. If you do not want the responding officer to contact you just advise the dispatcher.

Do not attempt to apprehend a person committing a crime or to investigate a suspicious activity!!

Recognizing Suspicious Persons:

- People going door-to-door in a residential area and one or more of the subjects going into the back or side yard. A person going door-to-door could be looking for homes to break into.
- Someone waiting in front of a house when the homeowners are absent.
- Someone forcing entrance to or tampering with a home or vehicle.
- A person running carrying items of value. (TV or stereo) A person concealing something under their clothing.
- Persons offering items for sale at a very low price.
- Persons coming to your door with unusual requests, especially if yours is the only home approached.
- A person exhibiting unusual mental or physical symptoms (person may be injured, under the influence of drugs, or otherwise needing medical attention).
- Heavy traffic to and from a residence, particularly if it occurs on a daily basis (drug dealing, vice, or fencing stolen property).
- Someone looking into windows of parked cars.

- A stranger sitting in a car or stopping to talk to a child.
- A person or persons loitering on your street or around playgrounds or clubhouse.
- Persons being forced into vehicles.
- Persons wearing or carrying bloody clothing.
- Persons making a quick change of vehicles.
- Someone running, especially at night, could be fleeing a crime scene.
- A person with a weapon.
- Person or persons wearing clothing, bandannas, caps, or other attire that spells trouble.

Recognizing Suspicious Vehicle Activity:

Vehicles in the following situations may be, but not limited to, involved in crimes and should be reported to the police.

- Vehicles moving slowly and without lights or following an aimless or repetitive course.
- Vehicle being loaded in front of a residence.
- Apparent business transactions conducted from a vehicle.
- Abandoned vehicles parked on the street.
- Person detaching mechanical parts or accessories from a vehicle especially at night.
- Objects thrown from a vehicle, especially while traveling at a high rate of speed.
- Vehicles parked or occupied, containing one or more persons, especially at an unusual hour.
- Unknown vehicle parked in a neighbor's driveway.
- Loitering around parked cars.

Recognizing Suspicious Sounds:

All of us recognize the sound of an explosion as one that is “out of the ordinary” for our neighborhood. What about some other more subtle sounds? Suspicious sounds may only last a few seconds. They may be so fleeting that you begin to doubt if you actually heard them or not. Here are a few examples of sounds that should be more closely monitored and reported.

- Gunshots
- Alarms
- Breaking Glass
- Loud music
- Pounding
- Unusual dog barking
- Screams for help, continuous screaming, or screaming and cursing
- Loud or unusual noises
- Sound of your doorbell, and then nobody being at the door
- Voices in your yard or in the neighborhood, late at night

Other Things to Think about:

- Continuous repair operations at a home – stolen property being altered.
- Open or broken windows and doors.
- A beam from a flashlight in a neighbor's home.
- Unusual odors.
- Items that accumulate in garages, storage areas, or on property especially if the items are in good condition but not in use.
- Finding drugs or drug paraphernalia in the area (syringes, pipes).
- Homes where extreme security measures seem to be taken.

- Graffiti
- Vacant homes

So please, if you see or hear something that appears suspicious or out of the ordinary to you, don't hesitate call the police department right away and report it.

**Police Investigation And
Assistance
Criminal And Non-Criminal - 2017**

A&B on Family/Household Member	20
A&B with a Dangerous Weapon	3
Annoying a person of the opposite sex	1
Alcohol from an open Container in MV	2
ALARMS – COMMERCIAL	194
ALARMS – BANK	10
ALARMS – MUNICIPAL	64
ALARMS – RESIDENTIAL	176
AMBULANCE ASSISTANCE	1,044
AMBULANCE OVERDOSE	8
ANIMAL CONTROL CALLS	235
ANNOYING/HARASSING TELEPHONE CALLS	29
ARRESTS – OPERATING UNDER THE INFLUENCE ALCOHOL	9
ARRESTS – OPERATING UNDER THE INFLUENCE OF DRUGS	1
ASSAULT OR A&B	8
Assault & Battery Dangerous Weapon	6
ASSIST ELDERLY	12
ASSIST OTHER POLICE DEPARTMENTS	102
BOMB THREATS	2
BREAKING & ENTERING	12
Breaking & Entering Daytime Person in Fear	1
Breaking & Entering Daytime Felony	1
BREAKING & ENTERING MOTOR VEHICLE	17
BYLAW VIOLATION – MOTOR VEHICLE	4
BYLAW VIOLATION – OTHER	10
BYLAW VIOLATION – SOLICITOR	8
CAR SEAT INSPECTIONS	61
CHILD PORNOGRAPHY	3
Child Sexual Assault/Rape	5
Community Policing	60
CIVIL COMPLAINTS	63
DISINVITATION LETTERS	18
DISORDERLY PERSONS	9
Disturbing A School Assembly	3

DISTURBANCES	101
DOMESTIC DISPUTES	93
Entice Child under 16	1
ELDER Affairs	25
Failure to Stop For A Police Officer	2
FIGHTS IN PROGRESS	10
FIRE – ALARM	170
FIRE – BRUSH	12
FIRE – INVESTIGATION	326
FIRE ALARM- MAINTENANCE	117
FIRE – STRUCTURE	29
FIRE – VEHICLE	7
FIREWORKS COMPLAINT	18
FOLLOW UP INVESTIGATION	203
Fugitive From Justice	2
FUNERAL ESCORT	28
GAS RUN OFFS	1
GENERAL INFO	200
General Service	125
GUN SHOTS REPORT	10
HARRASMENT	51
Indecent A&B on a Child under 14	1
IDENTITY FRAUD	32
ILLEGAL DUMPING	10
INVESTIGATION	48
KEEP PEACE	16
KEY LOG	1
KIDNAPPING	0
LARCENY	49
LARCENY – VEHICLE	6
LARCENY BY CHECK	6
LARCENY FROM MOTOR VEHICLE	4
Lewdness Open and Gross	1
LOCKOUT	148
LOST OR STOLEN	45
MISSING CHILD	11
MISSING CHILD LOCATED	11
MISSING PERSON	11
MISSING PERSON LOCATED	11
MOTOR VEHICLE – ERRATIC OPERATION	157
MOTOR VEHICLE DISABLED	207
MOTOR VEHICLE VIOLATION	1,879
MUTUAL AID – FIRE	31
MUTUAL AID – METRO LEC	26
MV ABANDONED	2
NATURAL GAS LEAK	39

NEIGHBOR DISPUTE	18
Negligent Operation of a MV	13
NOTICE TO ALL	26
OFFICER INJURED	5
OFFICER REQUEST	149
OPEN DOOR	31
OVERDOUSE DEATHS	
PARKING VIOLATION	82
PISTOL PERMIT	127
Possession of Child Pornography	1
POWER FAILURE	16
PRISONER BAILED	23
PRISONER CHECK	140
PRISONER FED	38
PRISONER INFO	83
PRISONER TRANSPORT	33
PROJECT LIFE SAVER	3
PROPERTY DAMAGE – PRIVATE	46
PROPERTY DAMAGE – MUNICIPAL	8
PROPERTY RECEIVED	70
PROPERTY RELEASED	92
PROTECTIVE CUSTODY – RELEASED	11
PROTECTIVE CUSTODY	11
RADAR BOARD	7
RADAR REQUESTED	27
RECOVERED STOLEN	1
Resisting Arrest	1
REPOSSESSION	17
ROAD HAZZARD	114
RUOK	5
SAFETY HAZZARD	51
SAFETY OFFICER	10
SECTION 12 ORDER	18
SECTION 35 – WARRANT OF APPREHENSION	8
SECURITY CHECK	3,207
SEX OFFENDER REGISTRATION	8
SHIFT INFO	1,506
SHOPLIFTING	2
SRO ACTIVITY	94
Strangulation or Suffocation	5
SUDDEN DEATH	4
SUICIDE	4
SUICIDE ATTEMPT	4
SUICIDE THREAT	15
SUMMONS SERVICE	33
SURVIELLANCE BY P.I.	29

SUSPICIOUS ACTIVITY	135
SUSPICIOUS MOTOR VEHICLE	272
SUSPICIOUS PERSON	102
THREATENING	14
TRAFFIC CONTROL	296
TRAFFIC ENFORCEMENT	270
TRAINING	224
TRANSPORTATION	19
Trespass	5
TREE DOWN	48
TRUANT CHILD	13
UNAUTHORIZED USE OF A MOTOR VEHICLE	3
UNWANTED PARTY	13
VACATION CHECK	42
VANDALISM	28
WARRANTS	78
WATER DEPARTMENT	23
WELL BEING CHECK	160
WIRES DOWN	64
WITNESS INTIMIDATION	3
WORK LAW VIOLATION	0
209- A EMERGENCY REQUESTS	6
209- A MODIFIED COURT ORDERS	25
209- A RECEIVED	50
209- A REQUESTS	2
209- A SERVICE	61
209- A VACATED	13
209- A VIOLATIONS	8
258-E (HARRASSMENT ORDERS) EMERGENCY REQUESTS	0
258-E MODIFIED COURT ORDERS	2
258-E RECEIVED	10
258-E SERVICE	10
258- E VIOLATIONS	0
Arrest	58
Protective Custody	18
Property Stolen (Value in Dollars)	236,172.69
Property Recovered (Value in Dollars)	107,332.27
License to Carry Firearms	193
Firearms Identification Cards	17
Firearms Identification Cards (Mace)	3
Machine Gun Collector's Permits	3

Motor Vehicle Violations (Verbal, written warnings, citations)	2,115
Motor Vehicle Accidents (No injury)	220
Motor Vehicle Accidents (with injury)	47
Motor Vehicle Accidents Involving Animals	31
Motor Vehicle Accidents (Fatal)	0
Motor Vehicle Accidents (Leaving the Scene)	40
Motor Vehicle Accidents Reported (Not Investigated)	20
Motor Vehicle Accidents – Pedestrian	5

Report of the Medway Police Department

I am pleased to submit my Annual Report for the Police Department, for the calendar year ending December 31, 2017.

During the year the Department applied for and received grants from the Massachusetts Statewide Emergency Telecommunications Board (911 training) for \$30,194 and we also applied for and received an EMPG grant from The Massachusetts Emergency Management Agency totaling \$3,220 dollars to be used towards the purchase of additional traffic barricades to enhance our storm and emergency response to road closures, wires down or other hazardous situations. We also received a generous donation of bike helmets from the Project Alex Foundation.

The Department continued to participate in many civic events such as: Medway Pride Day, Medway Little League Parade, Medway Christmas Parade and Fireworks, Pumpkin Walk, Memorial Day parade and the Military Band Concert. We also participated, along with the Senior Center, serving our Veterans at the annual Veterans Day luncheon held at the Senior Center, along with participation in numerous speaking engagements and station tours.

In 2017 the Police Department received a citation from the Southern New England AAA in recognition of ten years without a pedestrian fatality in the Town of Medway.

Officers continued to attend forty hours of mandated in-service training. The training classes Consisted of legal updates, first aid, CPR/defib, defensive tactics, use of force and firearms Qualification, domestic violence, combatting Radicalization, Critical Incident Stress and procedural Justice. Officers also attend various specialized training classes throughout the year.

Officers qualified in-house with the less lethal shotguns, patrol rifles and tasers, along with additional firearms training involving low light encounters and various firearms training scenarios.

Once again, throughout the year, we had several occasions to send out telephone emergency notifications to our residents using Blackboard Connect, the Towns' emergency telephone notification system. I would like to encourage anyone who has not yet signed up to participate in the town's emergency notification system to please do so. To sign up for the town's emergency notification, please go to the Medway Police Department web site (www.medwaypolice.com) or the town of Medway's web site (www.townofmedway.org) under find it fast and click on Blackboard Connect Emergency Notification and follow the instructions to sign up for this important service.

During the year the department underwent some significant personnel changes. In April of 2017, Officer David McRoberts retired from the department with 21 years of service, September 1, 2017 Detective/SRO Donald “Punky” Grimes retired from the department with 36 years of Service along with Lieutenant William Boultenhouse with 33 years of service. In October of 2017, Officer Richard Simard retired from the department with 32 years of service.

Sergeant William Kingsbury and Sergeant David McSweeney were promoted to the rank of Lieutenant, and Officers Stephen Mitchell and John Meincke were promoted to the rank of Sergeant.

Police and Fire Communication Officers Thomas Godino, Carl Sheppard and Lauren Swarthout were promoted to permanent full time police officers. All three officers started the Randolph Police Academy on January 27, 2017 and graduated from the Academy on August 18, 2017.

This year also brought sadness to the department with the passing of Special Police Officer David Duncan, who gave 40 years of volunteer service to the Town of Medway and the Medway Police Department. David served as a Special Police Officer and as the Police Departments photographer. David will be missed by all who knew him and worked with him.

I want to strongly encourage members of the community to take an active role in crime prevention by partnering with the Police Department. Many times residents see suspicious activity but do not call the police and many times these activities turn out to be crimes in progress. By reporting suspicious activity, you can help deter and reduce crime and acts of vandalism, keeping your home, family and fellow citizens as safe as possible. So remember, if you see or hear something that makes you feel uneasy or suspicious pick up the phone and call the police.

In closing, I offer my sincere thanks to Town Administrator Michael Boynton, the Board of Selectmen, all appointed and elected officials, department heads and Committee members, as well as the citizens of Medway for their continued support of the Police Department.

I would also offer my thanks to all members of the Medway Police Department for a job well done.

Respectfully Submitted

Allen M. Tingley, Chief of Police

Report of the Police and Fire Communications Department

It is my honor to submit the annual report for the Police and Fire Communications Department for 2017.

It is the Police and Fire Communications mission to provide essential services to the residents of Medway, be it in emergency situations or routine day to day operations. The Police and Fire Communications Department continues to enjoy a strong professional relationship with both the Police and Fire Departments, and the community at large.

The Communications Department is the first point of contact for most citizens when they request Police, Fire, or EMS services. In addition, communication personnel handle all walk in traffic at the Police station which includes but is not limited to the taking of initial reports of crime, handling any and all report requests, and referring citizens to other agencies as needed. All of these

duties are handled while the communications officer is responsible for monitoring the Police and Fire radios, answering the phone for calls for service, both through 911 and the public line, and the loading of information into the CAD record keeping system used by both police and fire. In 2017 the Communications Department answered close to 1500, 911 calls for service and entered over 16,000 incidents into the CAD system.

The Communications Department also underwent a significant change of personnel in 2017. With the Police Department hiring 3 patrol officers directly from the Communications Department, 3 part time communication officers were promoted to full time to fill the void, 2 communications were hired as part time employees, and a dispatch supervisor position was created to handle day to day operations.

It is imperative that the Communications Department receive continuous training to keep abreast with changes in technology. Having upgraded to a Next Generation 911 system in 2016 required initial training when the changeover took place, and annual training to remain proficient. All personnel are required to attend advanced training classes funded by the Statewide Emergency Telecommunications Board. All communications officers are certified in CPR, first aid, Emergency Medical Dispatch (EMD), Next Gen 911 procedures, emergency telecommunications, suicide prevention, and other job related training. In 2017 the Communications Department applied for and received a grant from the State 911 Department totaling \$31,000 which was in turn used for salary and training reimbursement costs as well as equipment upgrades where needed.

The Police and Fire Communications Department looks forward to continuing to provide top rate services to both its citizens, and the community at large.

Respectfully submitted,

Lieutenant David J. McSweeney, Medway Police Department

Report of the Department of Public Services

Vision Statement:

Be a source of pride for our community by embracing our obligation to the Town of Medway's infrastructure and environment.

Mission Statement:

The Department of Public Services is responsible to the residents, businesses, and visitors of Medway for the maintenance management of a public infrastructure that has been constructed over the course of the Town's history. This significant infrastructure consists of more than 100 miles of residential and urban roadway containing bridges, sidewalks, curbs, traffic signals, street lighting, guardrail fencing, surface and sub-surface storm water systems, sanitary wastewater systems, public water supply systems, and public shade trees. This infrastructure along with municipal buildings, parks, vehicles, and solid waste management is the backbone of the community and contains many of the resources that all together, can well define the overall quality of life in the community.

Essentially, the Department is structured into six management programs that cover each of the major areas of accountability within the organization. Medway's DPS is a modern operation that now functions with limited staffing and budget. The Department also must

function under very rigid regulatory oversight by local, state and federal agencies given primacy over the operation of right-of-ways, water, wastewater and stormwater systems as well as codes associated with buildings, work place safety and equipment operation. The Department strives to integrate technology into the operation to maximize the efficient use of these very limited resources while, at the same time, providing ever higher levels of service and customer satisfaction.

Department Description:

The Department is organized into a program management structure that places a greater emphasis on accountability and planning. Each program is headed by a professional manager who is responsible to the Director of Public Services for the planning and execution of their program's goals and objectives. An organizational structure has been developed that will provide the Town with an elevated level of customer service within a Department that promotes an effective, accountable, safe and professional workplace.

The six program areas are: Administration & Finance, Engineering & Facilities, Environmental Services, Highway, Fleet Maintenance, and Water & Sewer. The six areas are detailed below with significant accomplishments in 2017.

Administration & Finance:

The primary function of the staff within this division is to provide first customer contact, administrative and financial support to the numerous and varying Department programs, as well as, interact and actively participate in overlying Town goals and objectives. Each operational function of the Department's activities has an extensive administrative component which must be completed in a concise and controlled manner to ensure deadlines are met and that program milestones are achieved. Many of the Department's initiatives have associated financial and regulatory reporting requirements. This Division produces or supports these activities ensuring proper management. The positions included within the Administration and Finance Division are:

- Director
- Deputy Director
- Compliance Coordinator
- Program Administrator
- Administrative Assistants
- Field Permit Coordinator

This professional staff will be engaged in numerous administrative functions that provide for the organized, timely performance of activities such as:

- Customer Service
- Communications
- Information Technology
- Budget Preparation and Maintenance
- Enterprise Accounting
- Personnel / Labor Activities
- AP and AR Functions
- Procurement (MCPPO)
- Electronic Personnel Time and Attendance Reporting

- Permit Management
- Utility Billing
- Water & Wastewater Administration
- Solid Waste & Recycling Administration
- Parks and Field Coordination
- Departmental Support Needs (Insurance, Training)
- Grant Administration (Chapter 90, TIP, MAPC, MADEP, Green Community, etc.)
- Emergency Management
- Legal Counsel

The following are substantial initiatives and projects performed during 2017 within the Administration & Finance Division:

- FY18 Rate Study
- Rain Barrel Program
- Public Outreach for Water Conservation, Energy, and Solid Waste/Recycle Programs
- Curbside Chronicle Flyer Design
- Lifeline Program Renewals
- Toilet and Washer Rebate Program
- Central Norfolk Regional Planning Committee
- Private Trash Program Renewals
- FY18 Demand & Lien Process
- Permitting and Licensing
- Field Permitting and Coordination
- Call Log/Work Order System Form Advancements & Training
- Leak Detection Notifications
- Solid Waste/Recycling Tonnage Reports
- Novatime – Payroll & Time Tracking Upgrades
- Website Development and Maintenance
- DPS Facility Committee & Land Acquisition
- Park Projects Improvements Planning with EPFRAC Committee
- Worked on Exelon Site Improvements
- Water Accountability Evaluation
- Regional Emergency Management Tabletop Exercise
- Route 109 Construction Management



Engineering & Facilities:

As a result of the Town making an active commitment toward upgrading and expanding its public infrastructure, numerous simultaneous projects are managed presently and further anticipated in the foreseeable future. The value of these projects is significant and is regularly measured in millions of dollars. The proper management of capital initiatives requires staffing resources that are charged with phased project oversight ranging from planning to beneficial use or a “cradle to grave” management approach. Dedicated staff manage these important projects to successful completion. Another significant component to this unit is the management of building and grounds maintenance for the Town’s eleven (11) public facilities. Work performed within this function area ranges from minor repairs to extensive reconstruction and rehabilitation of building structures. The positions included in the Engineering and Facilities Division are:

- Project Manager
- Trades Technician
- Assistant Trades Technician
- Part Time Janitorial Staff (2)

The following are the planned functions of staff within the Engineering & Facilities Division:

- Capital Projects
- Administrative
- Design & Construction Management
- Planning Department Development Projects
- System Impact Plan Review
- Grant Oversight
- Construction Management
- Facilities Maintenance

- Procurement
- Facility Dude Management
- Consultant Management

The following are substantial initiatives and projects performed during 2017 within the Engineering and Facilities Division:

- Elevator test and inspection- State requirement
- Boiler & Air Compressor inspection - State requirement
- Generator Testing - All buildings and well locations
- High School - New field equipment, storage shed, backstops, dugouts
- Town Hall – Office renovations, installed new heated walkways
- Town Hall - Demolition of former St Joseph’s Men’s Club
- Fire Station - New bunk room
- Police Department - added security fencing in evidence room, replaced outdoor lattice work
- Senior Center - Kitchen upgrades, installed heated sidewalk and walk repairs
- MIIA Insurance Inspections
- Equipment Auction



Environmental Services:

Within the Town structure, there are many programs and initiatives that are caused and supported by ideals associated with the proper stewardship of environmental issues. Included in this subject area is the management of solid waste collection and disposal, resource recycling and reuse, as well as the managed care and maintenance of the Towns parks and fields. This function area is charged with regular and bulk trash collection, organic waste disposal, recycling collection, household hazardous waste disposal, and solid waste education and enforcement. The Department maintains reliance on the Board of Health for assistance with regulatory policy setting and enforcement. Included within the Division of Environmental Services is the managed care of the Town’s fifty-five (55) acres of passive and active recreational areas under the jurisdiction of the Board of Park & Recreation Commissioners. Also held within this unit is the oversight of the Town’s street and shade tree program managed by the Department’s statutory Tree Warden designee. The positions included within the Environmental Services Division are:

- Operations Manager / Tree Warden
- Assistant Operations Manager
- Supervisor
- Heavy Equipment Operator (3)
- Part Time and Seasonal Staff

The following are the planned functions of staff within the Environmental Services Division:

- Solid Waste Management
- Contract Management
- PAYT Bag Coordination
- Curbside Collection
- Hazardous Waste Disposal
- Landfill Management
- Recycling Program
- Federal & State Guidelines
- Recycling Center
- Public Outreach & Education
- Single Stream Cart Recycling
- Parks Programs
- Tree Warden (Street Trees)
- Field Care and Maintenance
- Sidewalk Snow Removal
- Improvement Projects
- Municipal Buildings Perimeter Grounds Maintenance

Environmental Services staff operate and maintain Town properties including:

Choate Park	Cassidy Complex
Oakland Park	Winthrop St. Park
Idylbrook Park	Senior Center grounds
North Street Playground	Garnsey Dog Park (Village St.)
Leigh Memorial	Matondi Memorial Square
Sanford Conservation Area	Medway Library grounds
High School Fields & Grounds	McGovern School Field
Middle School Fields & Grounds	Water Division Grounds
Police Dept. Grounds	Fire Stations 1 & 2 Grounds
Thayer House	Open Space Trail Network
Police/Fire Memorial	Town Hall
Town Gateway Signs	Sibley Park
Recycling Center	Evergreen Cemetery Historical Area
Village Street Canoe Launch	Cutler Street Affordable Housing
Village Picnic Area	Grand Army of the Republic War Memorial Park (Village)
Burke/Memorial School Fields & Grounds	

Added 158 Main Street and VFW Building at end of 2017

The following are substantial initiatives and projects performed during 2017 within the Environmental Services Division:

- Remodeled Recycling Center, switching to Lawrence Waste as main service provider with considerable cost savings.
- Moved Electronic Recycling to the Recycling Center saving over \$50,000 annually.
- Moved metals and some white goods scrapping to the Recycling Center generating over \$10,000 in revenues.
- High School Baseball Field Improvements incl. construction of new batting cage
- Middle School Baseball Field Improvements incl. construction of new batting cage
- Supported construction of new utility building at the High School
- Installed ornamental fence with tree plantings at North Street Park
- Created new Open Space behind Burke/Memorial School Tot Lot
- Rain Barrel Program
- Compost pile screening at Recycling Center
- Provide support to Medway Family Day Events
- Senior Center Outdoor Holiday decorating
- Developing Tree Planting Program
- Coordinate Household Hazardous Waste Day
- Clean Sweep Support
- Maintenance of School Perimeter Grounds including Synthetic Field Complex
- Expanded oversight of Open Spaces, Trails, Passive Recreation Areas
- Snow Clearing at Synthetic Turf Fields for added Spring Revenue

Special Recognition

The Environmental Services Operations Manager, Frederic Sibley, retired on October 10th after 40 years, 1 month and 9 days of employment for the Town of Medway. Fred has had his heart in his work for many years and has taken care of the parks without much notice. He was honored on November 2nd of 2017 on which Chair of the Board of Selectmen, Maryjane White officially proclaimed it Fred Sibley Day. This was a great gesture to a man who fully deserves and has earned this honor. Congratulations Fred and enjoy your retirement!



Highway:

This Division is responsible for the operation and maintenance of all public ways encompassing approximately one hundred (100) miles of roadway, consisting of approximately 280 lane miles. Maintenance of this transportation network includes all portions of Town right-of-way including roadways, sidewalks, stormwater drainage systems, street lighting, signage and traffic control devices. Daily work is scheduled and assigned based upon a balance between planned projects and customer service response. A majority of the Department's heavy equipment is operated and dispatched from within this unit. As such, its activities are broad in scope and diverse in function. This division is responsible for the management of winter storm operations including the hiring of supplemental contract equipment services in accordance with the Town's snow and ice policy and budget. The positions included in the Highway Division are:

- Superintendent
- Assistant Superintendent
- Right-of-Way Maintenance Technician
- Heavy Equipment Operator (5)

The following are planned functions of the Highway Division:

- Roadway and Sidewalk Operation, Maintenance and Improvements
- Stormwater System Operation, Maintenance and Improvements
- Winter Storm Operations
- Street Sweeping and Roadside Clean-Up
- Pothole Repair
- Traffic Signals, Signs and Street Lighting

The following are substantial initiatives and projects performed during 2017 within the Highway Program:

- Mill and overlay Lovers Lane and Legion Ave
- Replaced Sanford Street guardrails, added decorative fencing, rebuilt island at River Street
- Reclamation of Longmeadow
- Mill and overlay Lovering Street from Maple to Winthrop
- Repaired intersection at Trotter and Milford
- Milled and overlaid Saddle Hill Road
- Installed drainage at Hill Street
- Oversee Candlewood Subdivision repairs
- Chipsealed Crestview, Gable, and Kings Lane
- Spot repairs for deteriorated areas of Holliston and Summer Streets
- Inspected structures, repaired, and crack sealed Independence Lane and Freedom Trail
- Crack sealed Walker Street Bridge (preventative maintenance)
- Replaced Sidewalks on School Street both sides in entirety
- Installed drainage improvements at Town Hall
- Constructed trail parking at Adams Street
- Constructed new handicapped parking area at High School
- Constructed new parking area at Town Hall
- Completed GIS mapping and inspections of all stormwater outfalls
- Developed 6 year road plan

- Catch Basin cleaning town wide
- Catch Basin and Manhole repairs - 24 total
- Trench and roadway repairs - 49 total
- Roadway Signs repaired / replaced - 64 total
- Pot holes patched - 1,003 total
- Crosswalk / Stop line painting town wide
- Roadside mowing and brush removal town wide
- Roadway sweeping town wide

Fleet Maintenance:

Activities within the Fleet Maintenance group include service to those units assigned to the Police, Fire, Ambulance, Council on Aging and Department of Public Services. It is understood that these divisions engage in continual operations and service to the Town twenty-four hours a day. As such, it is imperative that the core equipment utilized by these divisions remain operating at all times. Work is performed in accordance with local, state and federal standards associated with emissions, fuel criteria, safety and operational protocols. Staff hold credentials allowing them to work on a full line of vehicles and equipment ranging from small engine repair, light duty equipment, medium rated vehicles to a full array of heavy equipment consisting of complex mechanical, hydraulic and electrical components. Preventive and regular maintenance is scheduled while emergency/reactive service is prioritized based upon the risk and consequence of equipment failure. Each approach is tracked and monitored utilizing a computerized workorder management system. The positions included in the Fleet Maintenance Division are:

- Principal Fleet Technician
- Fleet Technician

The following are planned functions of the Fleet Maintenance Division:

- Fleet Maintenance
- Personnel Supervision
- Planning / Scheduling
- Certifications
- Full Range of Skill Sets

Departments – Equipment Served:

- Town Administration - 7 vehicles
- Public Services - 66 vehicles and 77 other pieces of equipment
- Police - 26 vehicles and 1 other piece of equipment
- Fire - 21 vehicles and 2 other pieces of equipment
- Council on Aging - 3 vehicles
- Schools – 6 vehicles

The following are substantial initiatives and projects performed during 2017 within the Fleet Maintenance Program:

- Over the past year, 568 work order entries were logged. Some samples of our entries are; scheduled services, road calls, heating & cooling system repairs, changing tires, brake jobs, steering and suspension, welding and fabrication.

Vehicles and Equipment placed into service:

- Building Dept., Ford Escape 714
- Fire Dept., Ford F350 Squad 5
- DPS, Two Ford F350 service vehicles and one Ford F550 dump truck
- Police Dept., Ford Taurus, Explorer, F250, and Interceptor
- School Dept., Ford F250 and Eonoline Van
- DPS, skid mounted leaf vacuum system
- Assorted plows and sanders

Vehicles & Equipment Decommissioned and prepared for sale or trade

- DPS, Truck 211, 2004 Ford F350
- Fire, Ambulance A-2, 2006 International 4300
- Police, K-4, 2013 Ford Interceptor
- Assorted plows were also sold.

Major work:

- Inspect and repair all municipal emergency generators
- Mini-overhaul of backhoe for Water
- Rebuilt John Deere Loader cooling system
- Coordinated MassDOT transponder install on most vehicles
- Coordinated Police Explorer vehicles carbon monoxide recall
- Supplied temporary power to Cassidy Field
- Revised graphics on DPS vehicles
- Installed new automatic tarps on dump trucks
- Contracted for two front line plows to be sandblasted and repainted.
- Overhauled/rebuilt flail mower head
- Oversaw repairs to Police interceptors with major engine issues.
- State Inspection of 34 Commercial and 20 Non Commercial Vehicles and Equipment
- Perform 33 snow contractor inspections
- Assisted in relocation of containers to DPS facility and Community Farm
- Assisted in coordination of Ladder 1 repair and loaner vehicle
- Upgraded shop vehicle scanner tool



Water and Sewer:

The Water and Sewer Division is charged with the operation and maintenance of the Town's water supply, water treatment, water distribution and wastewater collection systems. This entails oversight of the system's pumping and treatment facilities located at four (4) drinking-water well sites. Being a groundwater system, the Town treats its raw water with the addition of sodium fluoride for dental health, lime for corrosion control and sodium hypochlorite for disinfection. All of these treatment processes require daily manual monitoring by certified staff as well as with the Department's Supervisory Control and Data Acquisition (SCADA) system. Drinking water is pumped to two (2) water storage tanks having a combined capacity of 2.8 million gallons.

The wastewater system is comprised of approximately forty-four miles of gravity sewer that discharges into the treatment facility operated by the Charles River Pollution Control District. Through its recent sewer extension project, the Department now operates and maintains a sewer pump station located in the Trotter Drive Industrial Park area.

The geographic disbursement of these complex and dated systems throughout the Town's eleven square miles creates a particular challenge to the relatively small Water and Sewer Division. The general deferment of capital investment in these systems during recent decades is cause for an infrastructure which demands high levels of maintenance and attention. Fortunately in recent years, Master Plans have been conducted which identify infrastructure needs based on the risk and consequence of failure. Through the use of advanced technology and thoughtful prepared scheduling of human and equipment resources, the Water and Sewer Division is able to meet the needs and demands of its diverse systems while providing residences and businesses with the highest level of customer service possible. The positions included in the Water and Sewer Division are:

- Superintendent
- Assistant Superintendent
- System Operator (6)

The following are the planned functions of staff within the Water and Sewer Division:

Wastewater Collection:

- Pump Station Operation & Maintenance
- Sewer Repairs & Inspections
- Inflow & Infiltration Surveys
- Charles River Pollution Control District Reporting

Water Supply and Distribution:

- Treatment
- Disinfection
- Corrosion Control
- Fluoride
- Sampling and Lab Analysis
- MASSDEP Reporting
- Regulations
- Disinfection Byproduct Rule
- Groundwater Rule
- Lead & Copper / Total Coliform Rules
- Consumer Confidence Report
- Annual Statistical Report
- Meter Reading and Repair
- SCADA
- Two Leak Detection Surveys
- Main Line and Service Pipe Repair
- Customer Service
- Valve Exercising
- Hydrant Flushing
- Hydrant Maintenance & Inspection
- Curb Box Location & Inspections
- Hydrant Painting Program
- Annual Maintenance of 4 Wells

The following are substantial initiatives and projects performed during 2017 within the Water & Sewer Division:

Water Treatment:

- Mass DEP Sampling – 500 + samples
- Lead & Copper (schools) 20 re-samples
- Daily Water Sampling, Testing & Maintenance
- Over 60 After hours Emergency Calls
- Disinfection – 3,500 Gallons
- Corrosion Control – 277,000 Gallons
- Fluoride – 1,500 lbs.
- Iron Sequestering – 2,200 Gallons
- SCADA –Software Upgrades
- Two VFD Starters Installed

- Populatic and Industrial Road Well Cleaning & Rehabilitation
- SCADA Related Alarms
- 312 Million Gallons of Water Pumped & Treated

Water Distribution:

- Manage Water Main Replacement on Highland & Winthrop St
- Cross Connection Control Program Inspections – 237
- Storage Tank Inspections – 2 Monthly
- Zone I & Zone II Inspections – 2 Biannual
- Production Meter Test and Calibration
- Service Line Repairs, Connections & Inspections – 90+
- Customer Service Calls - 300+
- Meter Calls – 130+
- Replaced- 8 Hydrants
- Defective Water Main Valves Replaced
- 750+ Dig-Safe Inspections
- Water Ban Calls
- Motor Vehicle Accident Related Calls
- Updating Mapping Of System
- Relocation of Curbstops for sidewalk Projects
- Moved Fire Hydrants for Road/Sidewalk Projects
- Over 30 Water Main Breaks Repaired
- Multiple Service Leaks Repaired

Wastewater Collection System:

- Connection Inspections – 17+
- Lift Station Inspections – 60
- 3 Sewer Line Repairs
- Inflow & Infiltration Repairs – Contract Management
- NPDES – EPA Permit
- Annual Sub-System Inspections
- Sewer Line jetting & Vacuuming



2017 Accomplishments and Initiatives

- Perform Annual Roadway and Sidewalk Improvement Plan
- Initiate Illicit Discharge and Detection Program as outlined in MS4 Permit
- Began Construction of the Route 109 Reconstruction Project
- Advance DPS Facility Project
- Improve Recycling Center Operations
- Multiple Town Hall Improvements Both Interior & Exterior
- Snow Response
- Increase Right-of-Way Clean-Up and Beautification
- Coordinate-Permit-Maintenance of Synthetic Turf Athletic Fields
- Participate and Support Clean Sweep event
- Conducted Water Accountability Audit and Evaluation
- Implement Tasks Associated with Service Level Agreement with School Department
- Continue Replacement of Outdated Fire Hydrants in Town
- Complete High School Baseball Field Improvements
- Partner with Medway Youth Baseball on assorted Field/Concession Stand Improvements

2018 Goals and Initiatives

- Complete Sanford Street Bridge Improvements
- Perform Enhanced Roadway and Sidewalk Improvement Plan
- Oversee Construction for Route 109 Reconstruction Project
- Advance Stormwater Program as mandated in MS4 Permit
- Continue to Advance DPS Facility Project
- Sewer Improvement Program – I/I Removal Southeast Area of Town
- Perform Annual Directional Flushing Program
- Leak Detection Survey & Increase Water Meter Accuracy
- Work with Planning & Economic Dev. Committee for Revised Low Impact Development Regulations
- Advance Exelon Project – Water Provision
- Expand GIS Mapping for Roads and Stormwater System
- Improve Inspection Data Collection Using GIS
- Advance Park Improvement Project
- Advance Water Integrity Planning & Implementation

Respectfully Submitted,

David D'Amico, Director, Department of Public Service

Report of the Charles River Pollution Control District

During calendar year 2017, the Charles River Pollution Control District's (District) regional advanced wastewater treatment facility received and treated approximately 1,595 million gallons (4.37 million gallons per day) of raw wastewater and 5.3 million gallons of septage from the District's member and customer towns before discharge to the Charles River. The volume of waste treated was more than the previous year.

In 2012, the District and CDM Smith developed a 20-year capital improvement plan (CIP) to improve the wastewater treatment facility to meet more stringent NPDES permitting requirements and provide a more reliable wastewater treatment facility at its current capacity of 5.7 million gallons per day. The CIP was divided into three phases (A, B and C).

Phase A, completed in December 2013, included the replacement of both primary clarifier mechanisms, addition of two screenings washer/compactors, primary scum handling upgrades, and plant lighting and security improvements. Phase B, the capping of the on-site residuals landfill, was completed in August 2013. Phase C, which was completed in 2017, focused on improving phosphorus removal, replacing the disinfection system and extending the life of the facility for an additional 20 years.

The District funded Phases A and B with a 20-year SRF loan of approximately \$3.2M for costs associated with bidding, construction, and resident engineering. Phase C costs were funded through separate 20-year SRF loans of approximately \$23.6M. Ineligible costs (i.e. the design for Phase C) for SRF loans were funded by a General Obligation Bond of \$1.95M.

In regards to the District's infiltration and inflow program, in the spring of 2016 the District conducted a closed-circuit television camera (CCTV) and multi-sensor (MSI) inspections of 13,000 linear feet of two of its interceptors. In 2018, the District plans to repair 32 manholes and 5 pipe joints in the subarea that was investigated over the past few years to eliminate infiltration and inflow into the sewer system.

In 2015, the District entered into a 20 year Power Purchase Agreement to receive net-metering credits from a solar array in Carver, Massachusetts. Over the last two years the District has received approximately \$135,000 in net-metering credits.

The District currently employs 11 full-time employees and a part-time Executive Secretary and Treasurer.

The District's Fiscal Year 2018 budget is 2.3% higher than the previous year's budget. The District's FY 2018 budget for operations and maintenance is \$3,506,510 while the capital projects budget is \$2,456,510. Medway's share of the operation and maintenance and capital projects budgets are estimated to be \$562,840 and \$411,540, respectively.

Respectively submitted,

Elizabeth Taglieri, P.E., Executive Director

Report of Community Preservation Committee

Chapter 267 of the Legislative Acts of 2000 created a new statute, Chapter 44B of the General Laws, known as the Community Preservation Act. This local option statute authorizes a municipality which votes to accept it to impose a real estate tax surcharge to raise money for three purposes related to community preservation: open space/recreation, historic preservation and affordable housing. In addition, the statute provides for state government's payment of matching funds to participating municipalities. All funds must be held in a special local municipal account: the Community Preservation Fund and may only be expended by the municipality for one or more of the three purposes set out in the statute. The statute further requires that a participating municipality establish a local committee, the Community Preservation Committee, to study local preservation needs and to make recommendations for allocation and expenditures to the local legislative body. The Committee's authority is limited to making recommendations; only the local legislative body, in Medway's case: Town Meeting, may actually allocate and expend funds. However, in any given year, at least ten percent of new funds must be allocated and reserved, if not expended, for each of the three statutory purposes.

The Town of Medway was one of the first communities in Massachusetts to accept the Community Preservation Act; voters did so at a Special Town Meeting in April 2001. Pursuant to the statute, the Town also adopted a local bylaw creating the Medway Community Preservation Committee; the Committee presently consists of nine members: representatives from six town boards: Planning and Economic Development, Conservation, Parks, Historical, Affordable Housing and Open Space, and three citizens at large.

CPC members continue to take seriously their role as stewards of Medway's Community Preservation Fund with the result that the total fund balance currently exceeds three million dollars; almost half of this amount represents matching state funds received annually since the CPA's local adoption. In making its recommendation to voters, the present CPC has tried to strike a balance between making expenditures for relatively small preservation projects and minor land acquisitions and saving the balance of funds for major projects and land acquisitions which may present themselves in the future. To this end, the CPC continues to work actively with the Open Space Committee to identify desirable parcels for acquisition.

The rehabilitation for productive reuse(s) the historic Thayer property at 2B Oak Street in West Medway acquired by the Town with Community Preservation funds in 2004 is now complete. This includes rehabilitation of the existing house for an upstairs caretaker's apartment and downstairs small meeting space, and the construction of an addition to both support outdoor functions and activities (public bathrooms, kitchen facility) and serve as an indoor function and community meeting space. The property is now available for use by Town boards, organizations, and private groups.

This past year, the opportunity arose for the Town to acquire an historic property which also provides other public benefits. Voters at the Fall Special Town Meeting voted to authorize the Board of Selectmen to purchase, with Community Preservation funding, the Rev. Jacob Ide House located on the northerly side of Main Street, just west of its intersection with Winthrop Street. Rev. Ide, who lived in the 1800's, was the long-time pastor of the Community Church and an ardent abolitionist. His well-preserved, Federal-style home is a highly-visible element of the West Medway village and in close proximity to Choate Park and the Thayer Homestead; it also abuts Little League baseball fields. The house itself presents many opportunities for public use, including a potential future home for the Medfield Historical Society and their many artifacts.

Both productive reuse of the property and rehabilitation of the residence at 50 Winthrop Street continues. The Medway Community Farm completed another successful growing season and has expanded its operations to include Town land on Adams Street purchased with CPA funds.

During this past year, the Town continued to take advantage of the 2012 legislative amendment of the Community Preservation Act, which permits the expenditure from Community Preservation Fund to construct recreational facilities on existing Town-owned land. In early 2016, the Board of Selectmen approached the CPC to determine if the CPC would recommend the use of Community Preservation funds for a major rehabilitation and improvement of existing public recreation facilities at Choate Park/Cassidy Fields, Middle School (tennis courts), and Oakland Street Park; the impetus for the project was the possible contribution of state funds. During a lengthy and intensive process, which included multiple public meetings at which input was obtained from town officials, sports and recreation groups, and residents, conceptual plans were developed and a final redevelopment plan chosen. Voters at the Fall Special Town Meeting voted to approve the project, with equal funding from Community Preservation funds and Town funds. As this report goes to press, construction on the project is poised to commence, as soon as weather permits.

Another long-time passive recreation project using Community Preservation funding has recently been completed. In December, a new pedestrian trail located off Adams and Winthrop Streets was completed and dedicated. The trail includes a boardwalk over wetlands which has been named for long-time Medway resident, David Hoag who, in addition to being a noted scientist who worked on NASA space programs, was, with his wife Grace, an ardent and vocal conservationist: the Hoags placed a permanent conservation restriction on their Winthrop Street property and Dave compiled an inventory of Medway undeveloped land which is the Open Space Committee continues to rely upon.

As noted at the outset, the third purpose for which CPA funds may be used is affordable housing. The Board of Selectmen and Medway Affordable Housing Trust Fund have been working with a non-profit affordable housing developer to develop an affordable multi-family rental project on vacant land on West Street; the CPC has indicated a willingness to recommend the use of CPA funds for this project. The potential exists that the old American Legion property on Cutler Street which the Affordable Housing Trust Fund previously purchased with CPA funds can be included as part of this affordable housing project.

There continues to be discussion, in light of ongoing difficult financial times, of reducing the current three percent CPA real estate tax surcharge. The CPA continues to strongly oppose this proposal for three reasons. First, until adoption of the CPA, Medway had done little to protect undeveloped land or historic properties due to a perceived lack of funds; by adopting the CPA at the maximum surcharge percentage, the Town has been able to accumulate, on a continuing basis, significant funds for this purpose. Second, only those communities which have adopted the maximum three percent are entitled to receive the maximum amount of state matching funds: beginning with Fiscal Year 2009, the state has collected insufficient funds to provide 100% matching payments to all CPA communities. Because Medway was one of the communities to have adopted the maximum three percent, it has annually received additional distributions of state funds which have significantly increased the state match above the base distribution amount. Thirdly, since the three percent is merely a surcharge on individual tax bills rather than on the tax rate, the individual assessment is small: in many cases, less than one hundred dollars. As an example, on a property currently assessed at three hundred fifty thousand dollars, the annual CPA

assessment is only \$132.45, a slight reduction from last year. (\$350,000 less \$100,000 CPA exemption = 250 x \$17.66 per \$1,000, Fiscal Year 2018 municipal tax rate = \$4,415.00 (net tax subject to surcharge) times .03 (CPA surcharge) = \$132.45). This amount is paid in four equal quarterly installments and amounts to approximately \$11 per month. This small individual assessment has already permitted the Town to make some significant property acquisitions and ensures that the Town will be able to continue to do.

The Community Preservation Coalition, the CPC advocacy group to which Medway CPC belongs, continues to lead an effort for state legislation to increase Community Preservation Fund revenues available to municipalities which have adopted the CPA. Advocates are optimistic that there is widespread support in the General Court for increasing funding. However, even with a significantly decreased state distribution, based upon current revenues, Medway received a state matching contribution this past year of almost one-hundred, sixty-six thousand dollars.

We urge the residents of Medway to continue to support the Community Preservation Act as currently adopted.

Respectfully submitted,

Mark G. Cerel, Chairman

Report of the Conservation Commission

Vision Statement

The Conservation Commission seeks to preserve the quality and quantity of open space and wetland ecosystems through the acquisition of open space and preservation of wetlands in accordance with federal, state, and local laws.

Mission Statement

The mission of the Conservation Commission is to protect the all resource areas in the Town of Medway as prescribed by state and local laws.

Description

The Medway Conservation Commission (the “**Commission**”) is charged with protecting wetland resources located in the Town of Medway. Wetland resources play a critical role in preserving the Town’s water quantity and quality, providing flood storage and storm-water management, pollution prevention, supporting habitat for diverse plants and animals and providing recreational open space. The Commission carries out its charge by regulating construction activity and other altering projects in or near wetland resources as prescribed under the Massachusetts Wetlands Protection Act and its Regulations and the Medway General Bylaw Article XXI with its Regulations.

The Commission also manages approximately 230 acres of public conservation land and three conservation restrictions.

The Commission is comprised of a seven volunteer members, each of whom is appointed by the Town’s Board of Selectmen. The Commission’s Agent is responsible for processing and reviewing all permit requests related to the State and town wetlands regulations and for helping Town residents understand and comply with state and local requirements related to wetlands as

well as fielding general inquiries about wetlands. The Agent also works on conservation land and open space management.

During 2017, the Commission:

- received and reviewed seventeen Requests for Determinations (“RDAs”). (Each RDA asks the Commission to determine whether the construction, land maintenance or other activities described in it are within the jurisdiction of the Commission);
- issued Orders of Conditions (i.e., specific conditions that help protect wetland resources) for twenty-four proposed projects;
- issued four Orders of Resource Area Delineation
- initiated seven enforcement actions in connection with violations of state and local wetland laws;
- issued Certificates of Compliance for twenty projects; and
- granted amendments to three previously-approved projects this does not include minor amendments to plans granted without a hearing.

In June, the Conservation Commission began working in collaboration with the Community and Economic Development Department in developing an Open Space and Recreation Plan for 2018. The existing OSPR is from 2010 and is set to expire in 2017. Funds were approved at the 2017 spring Town Meeting to hire a consultant to work with Planning and Conservation Departments to develop the 2018 plan. An Open Space and Recreation Plan Task Force Team was developed to oversee the work. Part of the work included a Community Public Forums on the Towns Open Space and Recreation where the Commission attended and provided input. The Agent attends all OSRP Task Force meetings in addition to the review and development the plan itself. The final plan is projected to be completed by May 2018.

In late August/Early September, the Town began work with a permit from the Conservation Commission to construct a boardwalk across wetland resource and Chicken Brook. This was successful completed by the end of October 2017. The Town hosted a ribbon cutting in October where the trail was official opened to the public. The Boardwalk was dedicated to David Hoag a long time Medway Conservationist who has been crucial in the town environmental progress. This trail will provide a needed connection from Choate Park to the Iarussi Way Conservation Commission owned parcel (which is not developed with a trail at this time). This boardwalk construction was successful in protecting the wetland resource during construction and providing the public with access to our valuable resources. The Town met the goals of completion of the trail and boardwalk by end of fall of 2017.

In September, the Town mowed the Adams Street Field at the Commission’s request, in hopes to provide a thriving habitat for nesting birds or butterflies, this management will continue through spring 2018 with a final decision of the management of this field for specific species that would be beneficial to the town. Additionally, the Agent worked with Open Space Committee to identify a specifically concerning invasive at the Adams Street field. These volunteers worked tirelessly to remove the existing plants in hopes to eradicate this invasive from the Adams Street fields. The results of the season were promising, as the population was reduced by a third.

The Conservation Commission has been diligently working on reviewing and providing findings are several large projects in 2017, Timber Crest Estates an affordable housing project (still open hearing), Applegate Subdivision (final houses and stormwater completion), and Choate Park Improvement. Additionally, the Commission reviewed 3 ANRAD’s for upcoming large developments. This work is in addition to the regular permitting for 2017.

After working to write a complete redraft of the Stormwater Bylaw with Planning, DPS and Community and Economic Development the Bylaw was approved at 2017 Spring Town Meeting. The new Bylaw was drafted in anticipation of the new EPA regulations for stormwater management proposed to be finalized July 2017. This will be requirement of filing a Notice of Intent with the EPA for the discharging of stormwater into wetlands and waterways of the Unites States. Our office also continues to work with DPS on education and preparation for the upcoming new EPA regulations related to stormwater for small municipalities.

The Commission continues to work with DPS to make sure that all stormwater regulations are being met for the Town of Medway this includes all public, private, industrial and commercial sites in Medway. The Town has hired an Environmental Compliance Officer, who will work closely with the Agent to achieve a high standard for stormwater management as the Charles River continues to be listed as an impaired water body.

The Conservation Commission drafted a Conservation Restrictions with the owners of the proposed Salmon Retirement Community, which is under review by the Executive Office of Energy and Environmental Affairs (EEA) for compliance with the state requirements for Conservation Restrictions. This Conservation Restriction will provide much needed access to the Charles River for the public, this will include a trails and a boat launch. Also, the Commission received the final approval from EEA for the Millstone Retirement Community Conservation Restriction which is open to the public for use, where parking and trails will continue to be developed over the years.

The Commission continues, with minimal Town funding and dedicated volunteers, to maintain the trails, open space and fields of Conservation controlled properties.

The Commission wishes to express its deep appreciation for the efforts of all volunteers who help with its work, especially the Open Space Committee.

The Agent and members attended pertinent classes and updated their Certificates for education to provide the high customer service to the town's residents and the public.

Fiscal Year 2018 Goals and Initiatives

- Continue to implement the land maintenance based on the plans developed by the Conway School of Landscape Design.
- Develop and execute a plan for maintenance of all stormwater structures in the Town of Medway
- Implement invasive plant management though out the town
- Complete the Open Space and Recreational Plan for submission in 2018
- Begin working to establish Land Management Plans for all the Conservation Commission owned lands using the new OSRP, develop new trails and public use areas
- Continue to carry out the Conservation Commission Bylaw and the Wetlands and Rivers Protection Acts
- Develop Town Land Use Regulations and Policies

Respectfully submitted,

David Travalini, Chair

Report of the Capital Improvement Planning Committee (CIPC)

The Capital Improvement Planning Committee's (CIPC) role is to evaluate the Town's capital needs and to recommend to the Town Administrator, Board of Selectman (BOS) and Town Meeting members, the projects to be undertaken. The Committee meets with department managers annually to assess their 5-year capital plans. The Committee then evaluates the requests and determines available funding. Available funding can be in the form of free cash as certified by the state, grants, enterprise funds, or bonding. Once the level and form of funding is determined, the CIPC prepares a recommendation for the BOS.

The project requests are reviewed based on the following criteria: 1. Impact on safety of residents and employees 2. Projects required by law 3. Impact on greatest number of people 4. Projects with significant immediate need.

Projects are prioritized based on the above criteria. Recommended projects are brought before the BOS and Town Meeting when the above criteria are met and sufficient funding is available. To be considered a capital project, the project must cost more than \$5,000 and have a substantial useful life.

This report will cover the capital spending recommendations proposed at the May, 2017 town meeting.

Approximately 60 requests were submitted totaling \$15 million for FY18. This level of requests is higher than those in FY17, which was approximately \$6million.

The following projects and requests were recommended to be funded with Certified Free Cash at the May, 2017 Town Meeting:

The Department of Public Services requested funds for various road and sidewalk projects. The replacement of a Light Duty truck and various improvements to the Water and Sewer systems came from Enterprise funding.

The Police Department requested funding for Police Station generator, upgrades to facility and security systems, and digitization of police log and arrest records to comply with state regulations.

The Fire Department requested funds to purchase ALS Equipment and Turnout Gear.

The Schools requested funds to replace furniture in the Middle School; food service equipment in the Middle School; boiler replacement designs for McGovern & Memorial; replace a service truck; upgrade fire alarm system at McGovern; and purchase a passenger van for High School.

The Information Technology Department requested funds for technology replacements in the town and school infrastructure; and purchase System-wide Town security cameras.

The Senior Center requested funds to make sidewalk and access point repairs and purchase a new gas stove.

The Planning & Economic Development Board requested funds towards consultant fees for the 10-year Town of Medway Mater plan.

The Library requested funds to replace the A/C unit; and for roof and gutter repairs.

The Community Development/RDA requested funds for the Oak Grove Land Acquisition.

The Building Inspector's office requested funds for an AWD/4WD vehicle.

The CIPC has posted a consolidated 5-year capital forecast of requested spending, including funding opportunities on the Town's website.

Respectfully submitted,

Kelly O'Rourke, Chairman

Report of the Council on Aging Town

Council on Aging Board

Mary Lou Staples, Chairman
Veronica Clark, Vice Chairman
Judy Lane, Secretary
Mary N. Anderson
William Caton
Paul DeSimone
Nanette Glenny
Siri Krishna Khalsa
Grace Rossetti
Charlene Tingley
Ron Lane

Medway Friends of Elders, INC

Eileene Phillips, President
Edward Richard, Vice President
Catherine Perkins, Treasurer
Anne Bradford, Secretary
Virginia Burnett
Karen Henneberry
Mary O'Leary
Jennie Rook
Ella Ryan
Bobbie Scherer
Barbara Vincent

<u><i>Employees</i></u>	
Courtney Riley, Director	Judith Notturmo, Lead Driver
Kate Fennyery, Outreach	David Houghton, Driver
Marcia Lombardo, Outreach	Nancy Lennon, Driver
Kathy Bullock, Crafts and Day Trips	Joseph Luchette, Driver
Nancy McCarthy, Chef	Deborah GrandPre, Driver
Katherine Tonelli, Nurse	Joseph GrandPre, Driver
Kimberly Cookson, Transportation Coordinator	

The Medway Council on Aging (Senior Center), located at 76 Oakland St, is the department of town government empowered to assess the needs of and provide services to residents age 50 and older. The mission of the Council is to advocate for improved quality of life for older adults through educational, social, and recreational activities. The Center also provides advocacy and assistance to Medway Elders and their families by helping them understand the complex issues

associated with the aging process. Aging in place, transportation, property tax relief, medical coverage and fuel assistance are identified as primary concerns of our elders.

The Council on Aging would not be able to operate as it does without its tremendous number of dedicated volunteers who truly are invaluable. Our volunteers serve as receptionists, medical drivers, board members, program leaders, chefs, event directors and tax preparers. Numerous volunteers also contribute a large part to the success of the outreach to seniors in our Town.

The Council on Aging employs two part time Health and Social Service Administrators, Kate Fennyery MA LSW and Marcia Lombardo. The Outreach workers meet with seniors to assess an elder's situation, explain community programs and benefits, assist with applications to needed programs, aid elders in their search for services and act as an advocate and support for elder needs. The Outreach Workers also assist elders or their families in crisis. The Outreach Workers and all Council on Aging staff are bound by strict confidentiality laws and are not allowed to release any information about an elder without permission. From July 1, 2016 to June 30, 2017 the Outreach workers aided with over 335 senior issues including heating assistance, housing issues and referrals. The Outreach Department receives referrals from many different sources including family members, police and fire, the health department, health professionals, community agencies, hospitals, nursing homes and of course elders themselves. If you have any questions please don't hesitate to reach out to this very knowledgeable department.

February 2018, the Center renovation making the Oakland Cafe more industrialized was completed. This was made possible due to a generous donation from William A. Christopherson. The remodeling allowed Chef Nancy McCarthy to create more numerous options for meals and snacks for longer period of times. The kitchen is open Tuesday, Wednesday and Thursday and people no longer need to sign up for the daily meals. There is also a homemade breakfast, run by wonderful volunteers every Thursday from 7:30 AM – 8:30 AM. Walk ins are more than welcome to join the breakfast.

The Medway Center works with the Greater Attleboro Taunton Regional Transit Authority (GATRA) to provide transportation for Medway Residents. Through this program the Center offers Dial-a-Ride Service for all elders in Medway and Shuttle rides to and from the Norfolk T-Station. The Dial a ride services is offered Monday-Thursday and bring the elders to medical appointments, activities at the Center, hair appointments, banks, post office and even the library. This service includes shopping to Star Market and Roche Brothers on Mondays and Market Basket and Walmart on Wednesdays. This service is curb to curb, so the elders must be able to get on and off the van without assistance. From July 1, 2016 to June 30, 2017 the Center had over 2,900 dial a rides. The Norfolk Shuttle Services is Monday-Friday with three pick-ups and three return times at the Medway Middle School (Parking available) and the Village St. Post Office (no parking available). Anytime anyone uses the shuttle it is a \$1.00 donation per ride.

Jean Roy, a certified health insurance volunteer from SHINE comes to the Center weekly on Wednesdays to review medical and prescription coverage throughout the year. In 2017, Ms. Roy saw 180 Medway Elders. This does not include numerous telephone calls and email she had responded to regarding health insurance issues. Our goal here at the Medway Center, is to empower our seniors as well as others with the latest information and help to select the plan that

best suits their needs and budgets. We help our clients with all facets of Medicare and Medicaid. The proof of the success of the program can be measured by the fact that the majority of new clients we see each year have been referred by others who have used the program.

The Medway Council on Aging Board and the Senior Center would like to thank the Board of Selectmen and the citizens of Medway for their support. It's their continued interest and support that help the Center to meet so many needs of elder adults in our community. Please feel free to stop by the Center if you have any comments or suggestions on how we could continue to improve the quality of life for our seniors.

Respectfully submitted,

Courtney Riley, Director

Report of the Economic Development Committee

Overview

The Economic Development Committee (EDC) works proactively to promote, encourage, and facilitate the development of responsible and properly planned business and industrial growth within the community in order to expand and strengthen the local economy and diversify the community's tax base.

Committee Composition

Membership is comprised of individuals who either reside or work in Medway and are appointed by the Planning and Economic Development Board. Members include: Paul Yorkis, Chair, Keith Peden, Vice Chair, Richard Di Iulio, Deanna Kaiser Doughty, Scott Habeeb, Jennifer Kendall, Zachary Knowlton, Hugh McKinnon, and Anthony Varrichione.

The Committee typically meets at 7 pm in the Senior Center on the second Wednesday of the month.

Personnel

The Zoning Board of Appeals is staff by the Director for the Community & Economic Development Department ("CEDD"). The CEDD encompasses a range of local boards and committees which work to promote economic growth, preserve and enhance neighborhoods and the environment, and improve the quality of life for all residents of Medway.

The EDC was staffed by Stephanie Mercandetti who served as the Town's Director of Community & Economic Development Department until January of 2018. Ms. Mercandetti was battling cancer from mid-October of 2016, until her passing in mid-January of 2018. Stephanie continued to work with the EDC in-between her treatments and always maintained a positive attitude. She was a joy to work with and her commitment and passion for public service was evident in all that she did and accomplished for the Town. Stephanie will be greatly missed by her co-workers, the Boards and Committees that she served, and by everyone who had the pleasure of knowing her.

2017 Year in Review

During 2017, the Economic Development Committee:

- Supported and gave feedback during the planning of the Medway Library Maker Space.
- Forged deeper discussion about innovative shared work spaces and how the EDC might develop more of those spaces in Medway to encourage new business and entrepreneurship.
- Developed a matrix of the Town's website in collaboration with the Town's Communications Director.
- Developed best practices for updating the Economic Development Committee website in a timely manner and made suggestions for content ownership.
- Reviewed the allowed uses within Table I, Section 5 of the Medway Zoning Bylaw and agreed to periodically and proactively review moving forward to determine if suggestions for change are needed in light of emerging new business.
- Researched and discussed the need for an updated town snapshot to replace the current snapshot from 2008. The committee set forth suggestions for soliciting funds to cover the cost of the snapshot.
- Welcomed guest speaker Representative Jeffrey Roy, State Representative for the 10th Norfolk District of Massachusetts, who talked about the State's concerted effort to increase manufacturing and gave suggestions for attracting new business.
- Learned about and discussed new programs, grants, and resources that could support planned economic development in town.

2018 Committee Goals

During the 2018 year, the EDC would like to:

- Work collaboratively with other committees and town resources to create a cohesive strategic communication plan to encourage new business.
- Create and implement a plan to continue the promotional Medway business videos.
- Regularly review Town of Medway Section 5. Use Regulations and bring any suggestions to the Planning and Economic Development Board.
- Solicit funds for a new Town of Medway profile (cost range \$2,500-\$5,000) to ensure that the economic and demographic data on the Town of Medway website is kept current.
- Develop a slate of events that would draw people to Medway and stimulate the growth of our local Medway businesses. (i.e. Food truck event etc.)
- Work with our Medway Communication expert to develop an integrated communication plan that would support community engagement while marketing Medway as an attractive place to live and do business.
- Support the surveying of the Medway community as a way to hear the voice of our citizens and to gain a directional indicator of future needs of the community and its willingness to embrace change.

Long Term Goals

The EDC continuously works to:

- Grow Medway's Commercial tax base from the current 10% in 2016 to 15% in 2021.
- Work to eliminate bottlenecks in the permitting process and become known as a business friendly community.
- Engage the community in the discussion by enhancing the EDC website and communicating directly with other town Committees.
- Identify funding sources that can be applied to the community's economic development.

Respectfully Submitted,

Paul Yorkis, Economic Development Committee Chair

Report of the Design Review Committee

I am pleased to report that the Design Review Committee (DRC) reviewed sixteen sign proposals this year, many of which incorporated recommended changes and produced very effective signs. The DRC's laptop computer and design software have continued to be a vital tool, used continually during the year at DRC meetings.

- Connections Physical Therapy (6 Main Street) - 01/18/2017
- Shell Gas Station (86 Main Street) - 03/07/2017
- Domino's Plaza (124 Main Street) - 03/15/2017
- Neighborhood Wrench (16 Main Street) - 04/10/2017
- Lone Wolf Kajukeabo Studio (165 Main Street) - 04/28/2017
- Domino's (124 Main Street) - 04/30/2017
- Taylor Family Chiropractic (74 Main Street) - 05/31/2017
- Salmon Health and Retirement Community (Village Street) - 06/08/2017
- PJ's Smoke and Grill (112 Main Street) - 06/29/2017
- Sean Murphy CPA (135 Main Street) - 07/05/2017
- Hot Pigeon (324 Village Street) - 07/06/2017
- John's Auto Body and John's Towing & Recovery (25 & 27 Jayar Road) - 07/25/2017
- Orange Theory Fitness (67 Main Street) - 08/02/2017
- Medway Industrial Park (8 Main Street) - 08/25/2017
- Medway Gardens (34 Summer Street) - 08/25/2017
- TumbleBeans Cafe & Play (114D Main Street) - 11/29/2017

The DRC reviewed nine site plans this year which generally included several meetings during the informal, pre-application phase of site planning. We provided review letters to the Planning and Economic Development Board and the Zoning Board of Appeals as requested and participated in the public hearings where applicable.

- Medway Green Multifamily Housing Permit (corner of Main and Mechanic Streets - 2/28/2017
- Timber Crest 40B Comprehensive Permit - 3/15/2017

- Glen Brook Way 40B Comprehensive Permit (33 West Street)- 04/23/2017
- Merrimack Building Supply Site Plan (20 Trotter Drive) - 05/24/2017
- O'Brien & Sons Site Plan (17 Trotter Drive) - 06/5/2017
- Country Cottage Child Care Site Plan (35-37 Summer Street) - 08/21/2017
- 143 Village Street Multifamily Housing Special Permit - 09/11/2017
- Choate Park and Oakland Park Site Plans – 9/2017

The DRC was tasked by the Board of Selectmen to research LED Changeable Message Signs with the goal of installing such a device in Medway in the near future. The committee completed research and provided a detailed report to the Board of Selectmen regarding changeable message signs. This included a presentation before the BOS on 10/16/2017. The DRC invited Mike Patenaude of WatchFire Signs to visit Medway on 12/04/17 to help us learn about LED changeable message sign technology. Prior to the meeting, Mr. Patenaude was escorted by DRC member and PEDB liaison, Tom Gay, to various sites in town that are possible candidates for changeable message signs. This was followed up with a demonstration by Mr. Patenaude of the available LED sign panels and options.

We began the year with a full complement of seven members, but bid farewell to Julie Fallon, our longest serving member and Vice Chair. Ms. Fallon will be missed, but she left with the confidence that the current members are as capable and dedicated as she has proven to be. We were pleased to welcome Seth Kendall, Dan Connolly and Alex Kevork during 2017 as newly appointed DRC members. Continuing members include Rachel Walsh, Jess Chabot and myself. The DRC continues to seek a member representing the Medway Business Council. Additionally, the DRC seeks individuals with pertinent skills from the general population, with a specific interest in an architect or landscape architect.

Looking forward to 2018, the DRC intends to:

- Complete designs for a LED Changeable Message Sign for Choate Park.
- Provide a signage program for the EPFRAC projects that can be applied to all municipal signage.
- Return to the process of reviewing the current sign bylaw so its provisions align more closely with the newly established *Design Guidelines* and effectively serve the community.
- Provide more updated information through the committee's page on the Town's website.

The commitment of the DRC is to assist in shaping what can be the very best built environment for Medway. Each member is motivated to employ their skills in all related aspects of the town both private and public. We continue to reach out to each and every Town board and committee to involve the DRC where possible and to utilize our specific skill sets. The DRC attempts to encourage design that is attractive, inviting, harmonious with its surroundings, and enhances the visual experience of the community. I believe we have been successful in 2017.

Respectfully submitted,

Matthew Buckley, Chairman

Report of the Norfolk County Mosquito Control District (NCMCD)

NCMCD operations apply an Integrated Pest Management (IPM) approach to mosquito control that is rational, environmentally sensitive, and cost effective.

Surveillance

NCMCD is engaged in an intensive monitoring process through weekly field collections and data analysis in collaboration with the Massachusetts Department of Public Health (MDPH) to detect for disease-vectoring mosquitoes. Virus isolations assist us in focusing our surveillance to hot zones thereby allowing us to alert nearby towns of a potential epidemic. Public requests for service alert us to high numbers of nuisance mosquitoes.

Virus Isolations in the town:	6 pools submitted, no isolations in 2017
Requests for service:	233

Water Management

Communication with residents and town/state/federal officials, site visits, monitoring, wildlife management, and land surveys while maintaining regulatory compliance is integral to the management of waterways that may contribute to mosquito breeding. Pre- to post-management documentation allows us to assess the efficacy of our work. Tire collections remove a common breeding site of mosquitoes.

Culverts cleared	21 culverts
Drainage ditches checked/hand cleaned	450 feet
Intensive hand clean/brushing*	450 feet
Mechanical water management	0 feet
Tires collected	5

** Combination of brush cutting and clearing of severely degraded drainage systems or streams by hand.*

Larval Control

When mosquito larval habitat management is not possible, larval mosquito abatement is the most environmentally friendly and effective method of mosquito control. An intensive monitoring program, aides in our decision to effectively target culprit locations.

Spring aerial larvicide applications (April)	335.8 acres
Summer aerial larvicide applications (May – August)	0 acres
Larval control - briquette & granular applications by hand	14.6 acres

Rain basin treatments – briquettes by hand (West Nile virus control)	951 basins
Abandoned/unopened pool or other manmade structures treated	0

Adult Control

Adult mosquito control is necessary when public health and/or quality of life is threatened either by disease agents, overwhelming populations, or both. Our surveillance program, along with service request data and state of the art GPS and computer equipment, allows us to focus our treatments to targeted areas.

Adult aerosol ultra-low volume (ULV) applications from trucks	3,500 acres
Barrier applications on municipal property	3, using 60 gallon mix

Respectfully submitted, David A. Lawson, Director

Report of the Norfolk County Registry of Deeds

William P. O'Donnell, Register
649 High Street, Dedham, MA 02026

The Registry of Deeds is the principal office for real property records in Norfolk County. The Registry receives and records hundreds of thousands of documents annually. It houses more than 6 million land documents dating back to 1793. The Registry is a primary and indispensable resource for title examiners, mortgage lenders, municipal officials, homeowners, title examiners, real estate attorneys, genealogists and others with a need for land record information.

The Registry operates under the supervision of the elected Register, William P. O'Donnell who has held the position since 2002. In continuous operation for nearly two hundred and twenty-four years dating back to President George Washington's administration, the Registry's mission has remained the same: to maintain and provide for accurate, reliable and accessible land records to all residents and businesses of Norfolk County.

2017 Registry Achievements

- Register William P. O'Donnell and his staff continued their direct outreach to town halls, senior centers, businesses, historical commissions and civic groups across Norfolk County. The Register was the guest speaker at the Medway Public Library on March 22nd and the Register held office hours at Medway Town Hall on March 2nd.
- The Registry of Deeds Customer Service and Copy Center continues to provide residents and businesses with quality service. **This year alone, the Center handled more than 5,000 requests.** These requests included the filing of Homesteads, accessing deeds, verifying recorded property documents and assisting those in need of obtaining a mortgage discharge notice. Customers can contact the Customer Service and Copy Center at 781-461-6101. Hours of operations are 8:30am to 4:30pm, Monday through Friday.
- In calendar year 2017, **the Registry collected more than \$50 million in revenue.**

- The Registries of Deeds had several legislative accomplishments spearheading legislation signed into law in early 2017 that allowed for registered land (Land Court) documents to be recorded electronically.
- First Registry in Massachusetts to electronically record Land Court documents. Phased in approach – discharges in April 2017; all documents by July 2017.
- This year saw a record number of electronic recording filers, **approximately 1,400.**
- In 2017, we hit a milestone of recording our 35,000 Registry of Deeds book. For the sake of security and redundancy, we store our documents 3 different ways: hard copy, electronically and by microfiche.
- So far this year, more than **12,500 Homesteads applications have been filed at the Registry.** The law Chapter 188 (M.G.L.) provides limited protection of one's home against unsecured creditor claims.
- The Registry in 2017 completed its History Comes Alive Transcription program. The initiative, the first in New England, makes land recorded documents written by scribes of the 18th and 19th centuries in the old cursive hand writing style much easier to read by converting the words into easy-to-read electronic text. **The program earned the praise of two-time Pulitzer Prize historian, David McCullough.**
- In 2017, the Registry for easier customer research indexed all land documents recorded from 1793-1900.
- The internet library of images, accessible to the public through the Registry of Deeds' online research system at www.norfolkdeeds.org continues to expand. Today, all documents dating back to the first ones recorded in 1793 are available for viewing.
- This year, many technology, office and program improvements were implemented, including the redesigning of our Land Court area. We also continued and strengthened our commitment to cyber security protection of our infrastructure as well as the training of our employees. We also updated our computer equipment and added two major television state-of-the-art monitors to instantly update our staff on incoming electronic recording filings. The Registry's website www.norfolkdeeds.org is routinely updated to alert the public on such news as real estate statistics, answers to frequently asked questions, the latest schedule for our community outreach initiatives, along with detailing our consumer programs.
- The Registry's free Consumer Notification Service **hit a milestone with its 700th subscriber, a 40% increase from the previous year.** This consumer/public safety program, started last year, allows any county resident to opt in to this free notification service and be alerted when any document – fraudulent or otherwise – is recorded against their name. For more information, please see our website at: www.norfolkdeeds.org.
- Register O'Donnell hosted several free computer seminars at the Registry to provide hands-on-training to the public, including trade groups, public officials, real estate professionals, genealogists on how to access land record information, using the Registry's new website technology. **This year the Registry also designed and marketed a new seminar exclusively for municipal officials.**
- The Registry expanded its community outreach commitment by working with the Veterans Administration of Boston on our 'Suits for Success' program and supporting the New Life Furniture Bank of MA in Walpole to assist those who are in need of household items, including furniture. **Our Toys for Tots' Drive has over the years collected 1,650 presents.** Our Annual Holiday Food Drive continues to support Food Pantries in Norfolk

County. *This year's food drive was one of the biggest ever.* Finally, the Registry *received from generous donors more than 3,000 articles of clothing* for its "Suits for Success," program this year.

Medway Real Estate Activity Report January 1, 2017 – December 31, 2017

During 2017, Medway real estate activity saw a decrease in total sales volume but an increase in average sales price.

There was an 11% decrease in documents recorded at the Norfolk County Registry of Deeds for Medway in 2017, resulting in a decrease of 352 documents from 3,100 to 2,748.

The total volume of real estate sales in Medway during 2017 was \$103,855,809, a 6% decrease from 2016. However, the average sale price of homes and commercial property was up 4% in Medway. The average sale was \$440,066.

The number of mortgages recorded (569) on Medway properties in 2017 was down 21% from the previous year. Also, total mortgage indebtedness decreased 22% to \$152,170,081 during the same period.

There were 3 foreclosure deeds filed in Medway during 2017, representing a 25% decrease from the previous year when there were 4 foreclosure deeds filed.

Homestead activity decreased 12% in Medway during 2017 with 278 homesteads filed compared to 315 in 2016.

Finally, our objective at the Registry will always be to maintain, secure, accurate and accessible land records for the residents and businesses of Norfolk County. It is a privilege to serve you.

Respectfully submitted by,

William P. O'Donnell, Norfolk County Register of Deeds



Register O'Donnell speaking at the
Walpole Council on Aging



Register O'Donnell with staff and a constituent
at Milton Town Hall Office Hours

Report of the Medway Open Space Committee

The Open Space works within the context of the Open Space Master Plan (which can be located on the committee's section of the Town of Medway website).

The Chicken Brook Nature Corridor has been in the Town's Master Plan since 1999 and the Open Space Plan since its inception 6 years ago. The Open Space Committee in conjunction with the Trail Committee and other town boards and volunteers, completed the trail from the high school to the boardwalk off of Adams Street – a 1.5 mile trail addition.

Significant land reclamation, trash removal, and pruning were undertaken by the committee and volunteers again in 2017.

Using The Conway School management plan (also available on the website) as a guide, the Adams Street Meadow was mowed and invasive plants along the wetlands removed. A parking area was completed.

A basic walking trail was mapped and the trail cut from the High School to Summer Street.

The committee participated in the annual Medway Clean Sweep day.

The committee continues to work on improving access to the Amphitheater – a four-acre meadow and woodland off of Village Street on the Charles River. This area also includes a short nature trail loop around the property.

Community outreach continues and has increased through Open Space Facebook page.

On-line trail maps have been updated.

The committee is working on draft plans to increase access/trails from the Center of Town to Oakland Park and along the Charles in the Neelon Lane area.

The committee continues to work with all town boards, in particular DPS and Conservation Commission.

The committee has consulted with various town boards several proposed development projects.

Respectfully submitted,

Tina Wright Chair, Medway Open Space Committee

Report of the Planning and Economic Development Board

Overview

The mission of the Medway Planning and Economic Development Board (the Board) is to develop policies, planning initiatives, and zoning regulations to guide the future development of Medway in ways that are consistent with the vision and values included in the Medway Master Plan.



The Town's adoption of a Charter in the spring of 2008 resulted in an expansion of the Board's traditional planning role to include ***economic development***. To that end, we work to try to meet the mandate of that charter and provide leadership to grow the Town's economic development efforts in partnership with the Medway Economic Development Committee, the members of which are appointed by the Board, and the Medway Redevelopment Authority. The Board endeavors to serve the Town of Medway with the highest degree of consideration for Medway's citizens by preserving the community's land/natural resources while also working to facilitate economic development and investment in Medway to so achieve a well-balanced community.

State law authorizes municipal planning boards to review and approve subdivisions, recommend street acceptance to Town Meeting, update the *Zoning Map*, issue special permits, recommend amendments to the *Zoning Bylaw*, and conduct Scenic Road public hearings. Pursuant to the *Medway Zoning Bylaw*, the Board serves as the special permit granting authority for Adult Retirement Community Planned Unit Developments (ARCPUD), Open Space Residential Developments (OSRD), rehabilitation projects in the Adaptive Use Overlay Districts (AUOD), mixed use developments in the Commercial I zoning district, and multi-family developments in the recently established Multi-Family Overlay District. The *Zoning Bylaw* also authorizes the Board to review and act on all applications for site plan approval.

The Board is readily available for informal/pre-application discussions with prospective developers. Those are scheduled to take place during regular Board meetings and the Town's other land use boards/committees are invited to attend and participate. The Board's staff regularly participates in inter-departmental team meetings for project review.

Board Composition

The Board is comprised of five elected members and an Associate Member who is appointed jointly by the Board of Selectmen and the Planning and Economic Development Board. At the May 2017 election, Medway's voters re-elected Andy Rodenhiser and Bob Tucker to serve three year terms through May 2020. Continuing members were Rich Di Iulio, Tom Gay and Matt Hayes. Following the 2017 general election, the Board selected its officers for the next 12 months. Andy Rodenhiser was re-elected to the position of chairman, Bob Tucker was re-elected to serve as Vice-Chairman, and Tom Gay was re-elected to serve as Clerk. The Board does not presently have an Associate Member.



Planning and Economic Development Board Members

Rich Di Iulio, Bob Tucker, Andy Rodenhiser, Matthew Hayes and Tom Gay

Meetings

The Planning and Economic Development Board meets regularly on the second and fourth Tuesday evening of each month at 7 pm in Sanford Hall at Medway Town Hall. Meetings are broadcast live on Medway Cable Access and are also available for viewing at <http://www.medwaycable.com/>. Additional Board meetings are scheduled, usually on Tuesday nights, when the workload necessitates. During 2017, the Board held 32 regular and special meetings including joint meetings with other boards or committees. Included within those meetings were public hearings for proposed site plans, adult retirement community developments (ARCPUD), subdivisions, amendments/modifications to previously approved plans and decisions, and proposed amendments to the *Medway Zoning Bylaw*.

Collaboration

The Board continued its efforts to strengthen communication and promote expanded collaboration with other Town boards, committees and departments. The Board is represented on the Town's Community Preservation Committee, Energy Committee,

Design Review Committee and Economic Development Committee.



We continue to work positively with other Town boards and departments which are impacted by the Board's activity including the Treasurer/Collector's office, Assessor's office, Building Department, Department of Public Services, Zoning Board of Appeals, Open Space Committee, the Fire and Police Departments and the staff in the Community and Economic Development Department. In addition, Board Chairman Andy Rodenhiser was elected to the Medway Redevelopment Authority and serves as its chair. This position enables him to represent the

Board's long-standing interest in planning for the redevelopment of the Oak Grove/bottle cap lots area of Medway.

2017 Key Accomplishments

Accomplishments

- Proposed and secured approval of amendments to the *Medway Zoning Bylaw*. As recommended by the zoning consultant who assisted the Board with recodifying the bylaw in 2014 and 2015, the Board continued to develop proposals to amend and refine certain sections of the zoning bylaw.
- Reviewed and approved site plans for the development of Country Cottage Child Care Center at the corner of Summer Street and Rustic Road, O'Brien & Sons at 15 Trotter Drive, Merrimack Building Supply at 20 Trotter Drive, and multi-family housing at 143 Village Street. Approved subdivision plan for Paul Revere Estates off of Main Street.
- Participated on the Sign Bylaw Review Task Force with a specific mandate to review and make recommendations on ways to improve Medway's sign regulations.
- Secured Community Preservation Act funding through Town Meeting to support the preparation of an update to the Town's official Open Space and Recreation Plan.

Subdivisions

The following list summarizes subdivision activity during 2017.

Applegate Farm (Applegate Road) – Applegate Farm is a 22 lot subdivision located at the northeast corner of Coffee and Ellis Streets. House construction continued during 2017.

Hartney Acres (Newton Lane) – 8 lot subdivision east of Nobscott Road. House construction is completed. Street acceptance during 2018 is anticipated.

Village Estates (Bedalia Lane) – 2 lot, private way subdivision located off the north side of Village Street. Roadway and infrastructure construction have been completed.

The Haven (Sorrento Lane) – 3 lot, private way subdivision located off the west side of Fisher Street. Application received, plan reviewed, public hearing held, decision issued, and plan endorsed during 2016. The property has been sold and construction began in 2017. It is expected that construction will conclude in late 2018.

Paul Revere Estates (Revere Road) – 6 lot subdivision located off the south side of Main Street, east of Medway Commons. Application received, plan reviewed, public hearing held, and decision issued. Construction expected to commence during 2018.

During 2017, the Board reviewed 8 applications for **Subdivision Approval Not Required (ANR) Plans**. ANR plans usually show a land split or a rearrangement of property boundary lines. The Board endorsed ANR plans for the following properties during 2017:

- 11 & 13 Juniper Road

- 78 Fisher Street
- 123 Main Street
- 12 Partridge/1 Wards
- 18 Trotter Drive
- 39 Main Street
- Oakland Cemetery
- 11 Ohlson Circle

Adult Retirement Community Planned Unit Developments (ARCPUD)

Millstone Village - An ARCPUD is a planned residential development for residents 55 years of age and older. In June 2014, the Board approved an ARCPUD special permit for a 51 acre site at Winthrop and Lovering Street for Millstone Village. The approved development will include 80 residential condominiums in 53 buildings comprised of single family homes, duplex townhouses, and triplex townhouses; 3,270 linear feet of privately owned roadway; sewage and water service; drainage/ stormwater management facilities; 20.4 acres of dedicated open space with walking trails available to the public; paved sidewalks; a community house; and associated parking and landscaping. Site access and egress will be from Winthrop Street, a Medway Scenic Road. The development will be constructed in phases and will include eight affordable dwelling units. Infrastructure and house construction at Millstone continued throughout 2017. The marketplace continues to respond positively to this development.



Aerial photograph of construction at Millstone Village

Salmon Health and Retirement - In March 2016, the Board approved an adult retirement community special permit for Continuing Care Management, LLC of Westborough, MA to develop an age-restricted, active adult/senior residential living community on a 56.9 acre site located at 259, 261, 261R and 263 Village Street. To be known as The Willows at Medway and Whitney Place, the proposed development includes 225 senior living residences including 54 cottage style independent living homes located in 29 building and a main building to include 15

cottage style independent living homes, 40 memory care apartments, 60 assisted living apartments, and 56 independent living apartments; a 3,522 sq. ft. community center/pavilion; and an 11,475 sq. ft. medical office building. Planned site improvements include 5,498 linear feet of privately owned roadway, sewage and water service; drainage/stormwater management facilities; 37.4 acres of dedicated open space open to the public; paved sidewalks; walking trails/paths; and associated parking and landscaping. Site access and egress will be from Village Street, a Medway Scenic Road. The open space land will be owned by the applicant and will be protected through a Conservation Restriction granted to the Town of Medway, acting through the Conservation Commission, for conservation and passive recreation purposes and to permit public access to the open space land, trails, pathways and parking area. Construction is expected to begin during the second quarter of 2018.

Site Plans

During 2017, the following site plan activity occurred in Medway.

CommCan – Construction of a 60,000 sq. ft. industrial building to house a medical marijuana growing and processing facility at 2 Marc Road. Occupancy is expected in early 2018.

Exelon Expansion – The Board approved a site plan for expansion of the Exelon power generating facility at Summer Street and West Street. The expansion project will be constructed on approximately 13 acres of the 94-acre property to the south of the existing three-turbine 135 MW power plant. The project includes the construction of two 100-megawatt (MW) turbines (200 MW total) and associated appurtenances including two 160-foot tall exhaust stacks; advanced emissions control equipment, natural gas compressors; a trailer mounted demineralizer system; aboveground storage tanks for ultra-low sulfur diesel oil (ULSD) (1 million gallons), service water (500,000 gallons), demineralized water (450,000 gallons) and a fully diked aqueous ammonia storage tank (12,000 gallons) including unloading areas; transformers and electrical interconnection facilities; a 236' by 66' administration and warehouse building; and a perimeter access road.

The installation of a new, approximately 3,000 linear foot gas pipeline, a 14-foot by 15-foot building to contain gas flow control and metering equipment, and a 12-foot by 16-foot building to contain gas monitoring and analysis equipment will be located on the abutting land owned by Eversource. The Facility will run on natural gas using ULSD as a limited source of back-up fuel. The Facility will include a 55-foot high sound wall around the power block, a 25-foot high sound wall around the gas compressors and potentially a 20-foot high sound wall along the property line between the property and 5 Summer Street.

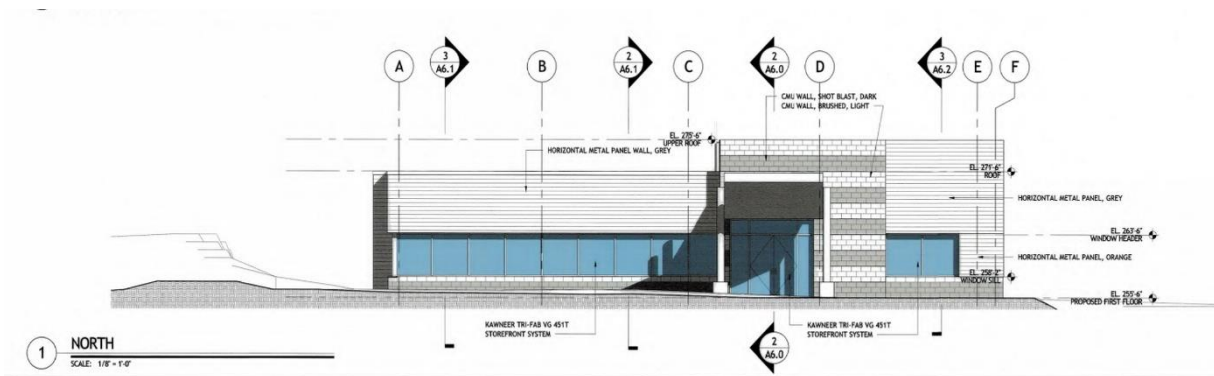
Primary site access and egress will be provided by the existing entrance on Summer Street and access to the facility will be controlled via a motorized security gate. Emergency access is being provided via an existing driveway on West Street. The project plans include the construction of stormwater management facilities, extensive landscaping, lighting and parking areas. The project will interconnect with the abutting Eversource switchyard by an approximately 1,200 linear foot overhead electric circuit line. Construction commenced in 2017 and will continue through 2018.



Exelon Site Construction – December 2017

West and Summer Streets

O'Brien and Sons – In August 2017, the Board approved a site plan and special permit for the construction of a 10,531 sq. ft., one story building for offices, storage space used primarily for product literature, and related office functions for M.E. O'Brien & Sons. The company is relocating from Medfield to a new facility at 17 Trotter Drive. Also included are 22 parking spaces, landscaping, lighting, utilities, sewer/water connections, and installation of stormwater management facilities. Vehicular access will be provided from both Trotter Drive and Alder Street. Site construction began in December 2017.



Proposed Façade Elevation – O'Brien and Sons

17 Trotter Drive

Country Cottage Children's Center – In October, 2017, the Board approved a site plan for the construction of a new single story 5,080 sq. ft., 1-story building for the relocation of the Country Cottage Children's Center to the corner of Summer Street and Rustic Road. The project will include 22 parking spaces, stormwater drainage facilities, outdoor activity areas, fencing, and

landscaping. Site traffic will be managed by a two-way access/egress at Rustic Road and a one-way exit only driveway onto Summer Street. Construction commenced in early 2018. A fall occupancy is planned.



Country Cottage Children's Center, corner of Summer ST and Rustic RD

Merrimack Building Supply Expansion – In July 2017, the Board approved a special permit and site plan for the construction of a 19,500 sq. ft. addition to Merrimack Building Supply's existing 10,000 sq. ft. structure at 20 Trotter Drive. The project will also include a new customer entrance, expanded parking for a total of 40 parking spaces, construction a new loading dock and paved area for truck access to the loading area, installation or relocation of utilities to accommodate the building addition, abandonment of the existing septic system and connection to Town sewer, installation of a stormwater drainage system where none presently exists, and installation of site lighting and landscaping. Site work began in late 2017.

Administrative Site Plan Review – Pursuant to a recently added component in Medway's site plan review process, a number of businesses made use of the new Administrative Site Plan Review procedures. This is suitable for smaller projects and involves project review by Town staff in lieu of a full review by the Board and its outside consultants. During 2017, the following projects were subject to Administrative Site Plan:

- Medway Café – Storefront window conversion to emergency door
- O'Reilly's Auto Parts – Storefront configuration
- Auode Energy Gas Station – Siding and small addition

Multifamily Housing

Medway Green - In response to the new special permit/multifamily housing zoning provisions approved at the 2015 Annual Town Meeting, the Board received an application in late 2016 for Medway Green, an eight unit, townhouse style condominium development proposed for 176-178 Main Street at the northeast corner of Main Street and Mechanic Street. One affordable dwelling

unit will be included within the development. One building with four townhouses will front onto Main Street; the other building with four townhouses will front onto Mechanic Street. Primary access will be from Main Street with a secondary entrance to the site from Mechanic Street. A total of 16, off-street parking spaces will be provided. The existing structure at 176 Main Street will be demolished. Stormwater management facilities will be installed on site as will landscaping. An open space seating area will be constructed at the corner of Main and Mechanic Streets and a sidewalk will be installed along the east side of Mechanic Street. The project was approved in March 2017. Construction is expected to commence in 2018.

143 Village Street – A special permit for Medway’s second multi-family housing development under the new bylaw was issued in October 2017. A developer plans to adapt the existing building at 143 Village Street into a 3 unit, residential condominium. The parcel is located at the southwest corner of Village and Sanford Streets in the Village Commercial zoning district. Six on-site parking spaces will be provided – 3 under the building and 3 surface. Vehicular access will be from Sanford Street. Stormwater management facilities will be installed on site as will landscaping, walkways, and retaining walls. Construction commenced immediately upon approval. Occupancy is expected in mid-2018.

Personnel

Medway’s Planning office is staffed by Susy Affleck-Childs, the Town’s full time Planning and Economic Development Coordinator, with support provided by Mackenzie Leahy, Administrative Assistant for the Community and Economic Development Department. Amy Sutherland serves as the Board’s recording secretary to record minutes of Board meetings.

The Board was also guided during 2017 by Stephanie Mercandetti, Medway’s Director of Community and Economic Development. Stephanie passed away in early 2018. The Board expresses both its sorrow at her passing and its admiration for Stephanie’s many talents and gifts; her time in life and Medway was far too short. She is missed.

Gino Carlucci, of PGC Associates in Franklin, is the Town’s consulting planner. He continues to be instrumental in assisting the Board with its review of commercial and residential development plans and drafting and reviewing proposed amendments to *Medway Zoning Bylaw*. Gino participates in various regional planning and economic development organizations. He is a staunch advocate for Medway throughout the region and always represents and advocates for Medway.

Tetra Tech, based in Westborough, serves as the Town’s engineering consultant. The Board was capably assisted during 2017 by professional engineers Steve Bouley and Sean Reardon and other specialized Tetra Tech staff with expertise in traffic engineering and stormwater management. Tetra Tech prepares technical engineering reviews for all development projects that are before the Board to ensure that development plans meet the Town’s standards and regulations. Tetra Tech also conducts site inspections during the construction of roadways and infrastructure for subdivisions and other development projects. Tetra Tech serves as the Board’s eyes on the ground to ensure that roadway and infrastructure construction are completed in accordance with approved plans.

We value the staff and consultants with whom we work for their steadfast service to Medway's Planning and Economic Development Board and office. They are a great team.

[illegible]

- 153

Closing Comments

This Board believes Medway continues to have a number of some key development opportunities that will invigorate and excite the possibilities for future generations of Medway's residents.

We believe that good results come from good planning. With that philosophy, we hope that the community will continue to support us as elected officials and embrace the fundamental soundness of good planning and engineering practices. With each passing year, the build-out of Medway's undeveloped land continues. It becomes even more imperative that Medway be vigilant in its efforts to grow smartly. This is how we endeavor to serve.

The Board will continue to work toward a vision that establishes and promotes a more diversified tax base for Medway, thereby creating a more economically stable community. We will do that by utilizing proper planning techniques, giving attention to design elements that make our community attractive, respecting residents' opinions and perspectives, and balancing the community's vision with private property rights. Past Planning Boards built the platform on which the current Planning and Economic Development Board bases its work. They developed and promoted the adoption of Zoning Bylaw amendments to expand the available supply of commercially zoned land and a broader range of business types. Other zoning changes allowed for alternative housing options such as adult retirement communities and open space subdivisions. More recently, the Town approved new provisions for multi-family developments and accessory family dwelling units.

I would like to recognize the hard work of the allied land-use committees with whom we directly collaborate - Design Review Committee, Open Space Committee, Economic Development Committee, Affordable Housing Committee and Trust, and the newly established Medway Redevelopment Authority. I encourage you to read their individual annual reports for highlights of their activities during 2017.

It has been my privilege and pleasure to serve Medway during 2017 with my fellow Board members Tom Gay, Bob Tucker, Matt Hayes and Rich Di Iulio. I admire their dedication and thank them for providing their time, talents and thoughtful perspectives. I particularly want to thank Vice Chairman Bob Tucker for his support and always being willing to step in to run Board meetings when I wasn't able to participate.

On behalf of the entire Board, I want to thank the citizens of Medway for electing us to guide the future growth and development of this wonderful community. We value that trust and will endeavor to do our very best to continue to earn it.

Respectfully submitted,

Andy Rodenhiser, Chairman



Report of the Medway Redevelopment Authority

The Medway Redevelopment Authority (MRA) is an independent municipal urban renewal authority established by the Town of Medway in 2014, in accordance with Massachusetts General Laws, Chapter 121B. The Authority is governed by five members, four of whom are elected and the fifth member is appointed by the Governor. The members are as follows: Andy Rodenhiser, Chairman (2021); Michael Griffin, Vice Chairman (2018); Douglas Downing, Treasurer (2019); Rori Stumpf, Member (2022); and Paul Yorkis (State Member, 2019).

The mission of the Medway Redevelopment Authority is to encourage reinvestment by means of development of underutilized areas that will lead to job creation, added housing opportunities, a mix of commercial and industrial uses, an improved tax base, and a better quality of life for all residents of Medway. The MRA will function as a catalyst in fostering public/private partnerships.

The initial focus for the MRA is on the Oak Grove area, much of which is comprised of the “Bottle Cap lots”. This area is sometimes called the “Medway 495 Business Park” which is bordered by Milford Street to the North, Milford town line to the West, Alder Street to the South and West Street to the East. The Bottle Cap lots derive their name from a 1920’s marketing promotion by Clicquot Club, which awarded small parcels to customers with winning bottle cap lots. There were originally approximately 1,018 Bottle Cap lots with an average size of approximately 1,600 square feet and dimensions of approximately 80 feet by 20 feet. The ownership of many of the lots has been consolidated over the years, but the configuration of many small, irregularly shaped lots with multiple owners remains a significant obstacle to redevelopment of the area.

During 2016, the MRA worked with BSC Group in the development of an Urban Renewal Plan for the Oak Grove area. Urban renewal is a tool to assist communities to revitalize decadent, substandard or blighted open areas and to encourage sound growth in specific areas. An Urban Renewal Plan is an application submitted by the municipality through its urban renewal agency, such as the MRA, to the Massachusetts Department of Housing and Community Development (DHCD) requesting its approval of a redevelopment project.

A vision for the area was developed early in the planning process, which reads as follows:

As a gateway to Medway, the Oak Grove Area shall have a strong identity and image while sustaining Medway’s high quality of life for residents and businesses. The development shall encourage a diverse mix of uses, including the potential for housing, business, industry and open space, in order to generate sustainable commercial and industrial employment opportunities, provide business opportunities for economic development, and deliver a net increase to Medway’s tax base. The Oak Grove Area shall leverage its access to the regional highway network and nearby regional development in a manner that supports balanced and sustainable development with consideration to minimizing environmental and social impacts.

The following objectives were established in order to achieve this goal:

- Incorporate the priorities and goals of previous studies and master plans, as appropriate, to identify and prioritize development projects.
- Facilitate land assembly and disposition to advance the vision of the URP, which reflects the town's priorities for sound development.
- Encourage private sector investment and utilize public funds judiciously and strategically as a catalyst for private investment.
- Foster an environment for business to thrive and create sustainable jobs.
- Increase real estate tax income generating properties.
- Provide opportunities which encourage and preserve economic diversity and quality of life.
- Facilitate the thoughtful integration of the URA with adjacent land uses and transportation networks.
- Develop incentives to promote sustainable development.
- Encourage alternative transportation opportunities.
- Improve infrastructure systems to support modern development needs.
- Provide necessary public services efficiently and effectively.
- Seek opportunities to promote healthful living amenities (e.g., walking paths, bike lanes, and links to other recreational trails).

The Urban Renewal Plan was approved by the MRA, the Board of Selectmen, and the Planning and Economic Development Board in 2017. On August 18, 2017, DHCD approved the Urban Renewal Plan. The MRA is now proceeding to implement the Plan, and will continue its outreach to the property owners in Urban Renewal area.

The MRA generally meets on the fourth Wednesday of each month. All meetings are open to the public.

Respectfully submitted, Andy Rodenhiser, Chairman

Report of the Medway Pride Day Committee

Medway Pride Day is an annual community event that brings together the town's residents, businesses and community groups for a day of great fun, food and entertainment. Medway Pride Day 2017 was held on Saturday, May 20th in the parking lot and fields adjoining Medway Middle School.

Medway Pride Day features exciting games and carnival activities for the kids and many booths showcasing local businesses and organizations. Crafters and collectable vendors display unique items for sale. The day began with the Boy and Girl Scouts reciting the pledge. Elementary students decorated their bikes for a few laps around the track in the annual bike parade. A Frisbee dog show was enjoyed by all ages. Field activities were provided by students from Medway High School as well as Medway Youth Football and Cheer. The popular touch a truck returned to the delight of many young children. There was a CrossFit demonstration and pony rides. The Fire Department provided an educational opportunity utilizing the MA Department of Fire Services demonstration trailer. Performances on the stage included Medway's own Dale Freeman and Josh Lekas as well as Step by Step Studio of Dance and Seishin Martial Arts. Businesses that participate in Medway Pride Day appreciate the opportunity to showcase products and generate sales while they show their pride in the local community. Proceeds from

the day are donated locally and a \$1000 donation was made to the Medway Public Library in support of their summer lunch program. Medway Pride Day 2018 will be held on Saturday, May 19th, 2018.

Respectfully submitted, Sarah Stone, Chair





Report of the Zoning Board of Appeals

Overview

The Zoning Board of Appeals is authorized by Massachusetts General Laws (M.G.L.) Chapter 40A to hear and decide Appeals, applications for Special Permits, and petitions for Variances, and to make other necessary findings, and also M.G.L. Chapter 40B for the issuance of Comprehensive Permits, to act as the permit and/or approval granting authority for any necessary local board or official who would otherwise act with respect to such applications. State Law, as well as the *Medway Zoning Bylaw*, authorizes the Board to impose conditions, safeguards, and limitations on time or use within the Decision of an Appeal, Special Permit, Variance, or Comprehensive Permit. The *Medway Zoning Bylaw* designates the Board as the special permit granting authority for certain uses.

Board Composition

The Board consists of five permanent members and two associate members, each appointed by the Board of Selectmen for a three-year term. The members are as follows:

From January 1, 2017 to July 1, 2017: David Cole, Chair (2017); Carol Gould, Clerk (2019); Eric Arbeene, Member (2018); Brian White, Member (2019); and Rori Stumpf, Associate Member (2019). One seat for an associate member remained vacant.

From July 1, 2017 to December 31, 2017: Eric Arbeene, Chair (2018); Brian White, Vice Chair (2019); Carol Gould, Clerk (2019); and Rori Stumpf, Member (2019); and Bridgette Kelly, Member (2020). Two seats for associate members remained vacant.

Personnel

The Zoning Board of Appeals has been staffed by Mackenzie Leahy, Administrative Assistant for the Community & Economic Development Department (“CEDD”); Ms. Leahy also serves as the Recording Secretary. The CEDD encompasses a range of local boards and committees which work to promote economic growth, preserve and enhance neighborhoods and the environment, and improve the quality of life for all residents of Medway.

The Zoning Board of Appeals was also staffed by Stephanie Mercandetti who served as the Town’s Director of Community & Economic Development Department until January of 2018. Ms. Mercandetti was battling cancer from mid-October of 2016, until her passing in mid-January of 2018. Stephanie continued to work with the ZBA in-between her treatments and always maintained a positive attitude. She was a joy to work with and her commitment and passion for public service was evident in all that she did and accomplished for the Town. Stephanie will be greatly missed by her co-workers, the Boards and Committees that she served, and by everyone who had the pleasure of knowing her.

Peer Review Consultants

Tetra Tech, based in Framingham, serves as the Town’s engineering consultant. The Board was capably assisted during 2016 by professional engineers Sean Reardon and Steve Bouley, and other specialized Tetra Tech staff with particular expertise in civil and traffic engineering, wetlands and stormwater management. Tetra Tech has prepared technical peer reviews for the on-going hearing for a Comprehensive Permit before the Board to ensure that development plans meet Federal and State standards and regulations, and comply with Town standards and regulations which ensure the safety of residents.

Meetings

The Zoning Board of Appeals meetings are regularly scheduled for the first and third Wednesday of each month at 7:30 p.m. in Sanford Hall at Medway Town Hall, or at other times and/or locations as determined by the Board. During 2017, the Board held 15 regular meetings and 5 special meetings.

During 2017, the Zoning Board of Appeals:

- Granted two (2) Comprehensive Permits for: a single family residential development consisting of 147 homes, 25% of homes which will be Affordable, and a 48 unit rental development, 25% of which will be Affordable, and 100% of which will serve 80% Area Median Income or below;
- Granted four (4) Special Permits for Accessory Family Dwelling Units;
- Denied one (1) request for a Special Permit for a Two-Family Dwelling;
- Denied three (3) petitions for Variances from Dimensional Regulations;
- Granted three (3) petitions for Variances from Dimensional Regulations;
- Granted one (1) petition for a Use Variance to allow for a Contractor’s Yard in the Industrial III Zoning District;
- Granted one (1) Special Permit for a Kennel License;
- Granted one (1) Special Permit for a Veterinary Hospital;

- Granted five (5) Special Permits for Nonconforming Uses and Structures;
- Granted one (1) Special Permit for a Commercial Indoor Amusement Facility; and
- Denied one (1) request for a Special Permit for a Home Based Business which exceeded the Basic Standards of Section 8.3 of the Zoning Bylaw.

2017 Accomplishments

The Zoning Board of Appeals proposed a Wireless Communications Facility (“WCF”) zoning bylaw amendment to the PEDB which would replace the existing WCF bylaw in its entirety. The proposal was recommended by the PEDB, BOS, and Finance Committee, and ultimately approved at the November 2017 Town Meeting.

The Board has also drafted revised ZBA Rules & Regulations to consider for adoption. They will continue to be reviewed during 2018 for adoption.

2018 Priorities

The Zoning Board of Appeals intends to adopt revised 40B Rules & Standards to assure that they suit the purpose and needs of the Board and the Town.

The Board also plans to create a Zoning Board of Appeals Application Process worksheet that will guide applicants through all the necessary steps in requesting a Special Permit, Variance, and/or Finding(s).

Closing Comments

The Zoning Board of Appeals thanks those departments, boards, and committees, and peer review consultants who have worked diligently to provide comments to the Board in their review of applications. The Board would also like to thank those Applicants who have come before the Board and the Residents who have attended public hearings to voice their comments and questions.

The Board recommends that those who intend to file an application for a hearing with the Board review the aforementioned chapters of the Massachusetts General Laws, as well as the *Medway Zoning Bylaw*. The Board encourages all who intend to file an application for a ZBA hearing to meet with Staff prior to application submission. Contact information, M.G.L. 40A and 40B, the *Medway Zoning Bylaw*, ZBA Application Forms, and other general information can be found on the Zoning Board of Appeals webpage on the Town website <http://www.townofmedway.org/zoning-board-appeals>.

Respectfully Submitted, Eric Arbeene, Chair

Report of the Superintendent of Schools

We are pleased to report that the Medway Public Schools continues to be a very high performing district. The Burke-Memorial, Middle, and High Schools all placed at the 80th percentile or higher for student performance in comparison to all schools in the Commonwealth. Armand

Pires, Ph.D. continues to serve as Superintendent of Schools with Gabrielle Abrams serving as the Assistant Superintendent.

The focus of the year has been the continued planning and implementation of the approved 2016-2021 **Medway Public Schools Strategic Plan**. This plan, which was the result of feedback from many constituents, articulates the mission, vision, and the goals of the Medway Public Schools.

Mission:

The Medway Public School district, in partnership with the community, creates an academically challenging, safe and supportive learning environment that promotes the pursuit of excellence for all.

Vision:

The Medway Public School District aspires to provide all students with a robust, equitable academic program that engages, challenges, and supports all students to apply knowledge, develop talents and skills, think independently, work collaboratively, and become informed, responsible, and productive citizens of a global community.

Goals:

- Goal#1: **Improved Student Learning:** Improve the learning of all students.
- Goal#2: **Social/Emotional Wellness:** Foster the social, emotional, and healthy development of all students.
- Goal#3: **Innovative Teaching and Leadership:** Ensure evidence based best practices and encourage innovation in teaching and leading.
- Goal#4: **Positive Learning Culture:** Cultivate a professional culture that values, trust, collaboration, effective communication and broad-based decision making on matters impacting our school community.
- Goal#5: **Productive Community Partnerships:** Strengthen engagement, trust, communication, collaboration and critical support between the Medway Public Schools and key stakeholders.

Respectfully Submitted,

Armand Pires, Ph.D., Superintendent of Schools

Report of the McGovern Elementary School

In Medway, elementary students are distributed between two schools, the John D. McGovern School and the Burke-Memorial Schools. The McGovern School is the early childhood school for the district and serves students PreK-1. The preschool currently offers integrated and sub-separate preschool classrooms five days per week, with both morning and afternoon sessions offered. The preschool program has 36 students enrolled currently. McGovern School has eight kindergarten classes and offers both a full-day tuition-based program and a half-day tuition-free program. The half-day students are integrated into two of the full-day kindergarten classrooms.

The kindergarten has a current enrollment of 146 students. There are eight first grade classes serving 153 students. There is a total of 335 students currently enrolled at the McGovern School.

Preschool through grade 4 students participate in all state required content curriculum and special subject courses. English language arts, including reading, writing, speaking, and listening skills are taught daily, along with mathematics. Essential elements of the balanced literacy program are integrated in the classrooms through Readers' and Writers' Workshop. The *Everyday Math* program is the core Mathematics resource for the elementary grades. Science and social studies content are integrated into the English language arts curriculum and also taught as independent subjects. Science instruction is provided by each child's classroom teacher. Students also receive weekly lessons in art, music, and physical education from McGovern's allied art specialists. Additionally, students have the opportunity to visit the library each week to hear a story and to select a new book to borrow for the week. This year, McGovern and Burke-Memorial added health as a curriculum area for students in K-4. Students in both kindergarten and first grade experience one thirty minute lesson of health each week, which is taught by a health teacher. Technology instruction is integrated into individual classrooms with available support from a technology integration specialist. McGovern also offers one computer lab and a wide variety of technology devices including iPads, laptops, projectors, and document cameras throughout classrooms in the building. The Social Thinking program is offered on a rotating basis in all kindergarten and grade one classrooms. The entire school takes place in the Shining Stars citizenship program where appropriate social and behavioral skills are recognized daily in classrooms and in a school-wide fashion every week.

Medway elementary teachers receive ongoing professional development in order to stay current with the state curriculum framework and other mandates. During the 2017-2018 year, teachers worked to develop and pilot a new standards-based report card. Elementary teachers also received on-going, on-site training in the Standards of Mathematical Practice, Reader's and Writer's Workshop model, the implementation of new science standards, and the use of technology to enhance instruction.

Support through the Medway Elementary Parent Teacher Organization (MEPTO) is a valuable resource and asset to the educational experience of our elementary students. MEPTO offers many extra-curricular activities for students including in-house enrichment programs and community events. They also fund a monthly music program for our preschool students. Medway's Community Education department offers additional after-school programs in music, theatre, science and math enrichment, and sports.

Parent nights at the schools include open house and curriculum evenings, reading and math events and MCAS information sessions. Teas with the elementary principals are scheduled regularly throughout the year. Orientation events and tours of the building are held for students transitioning to the McGovern School. Welcoming events, such as Kindergarten Playground Night, building and classroom tours, and orientations are offered to parents and students entering kindergarten and preschool.

The McGovern and Burke/Memorial Schools' administrations work closely together to keep lines of communication open and to ensure consistency between the elementary schools. Teachers work collaboratively across grades and schools to ensure smooth transitions from school to school and to continuously review and update curriculum documents. Grade level educators collaborate meaningfully with special education staff and reading and math support staff to help provide students with the best possible elementary education.

On behalf of the students and faculty at the Medway elementary schools, I wish to thank the community for their ongoing support.

Respectfully submitted,

Linda Weene, Interim Principal

Report of the Burke-Memorial School

Burke-Memorial School is home to our second, third and fourth grade students and serves just over five hundred children. The school houses 167 students in the second grade, 162 in the third grade and 177 in the fourth grade. There are eight sections at each grade level at Burke-Memorial School.

Students participate in all state required content curriculum and special subject courses. English language arts including reading, writing, speaking and listening are taught daily. All students participate in both readers' and writers' workshop. The *Everyday Math* program is the core mathematics program in the elementary grades. Science and social studies content is integrated into the English language arts curriculum and is also taught as independent subjects. Third and fourth grade students receive hands-on science/technology instruction by a science specialist. Students participate in this integrated, paperless science/technology class three times a week. Second grade students receive science instruction from their classroom teacher. Students in second grade also receive technology instruction once a week. All students receive weekly lessons in art, music and physical education and health education. Students also visit our school library each week. Burke-Memorial school houses a computer lab and a variety of electronic mobile devices including, iPads, laptops and Chromebooks. Interactive projectors and document cameras are also present in each classroom. Additionally, technology instruction is integrated into classroom instruction. All students participate in the Open Circle Social Competency Program.

Memorial School is currently in the third year of a Positive Behaviors Interventions and Support program (PBIS) implementation. As a result of this program, the school developed the motto: *We C.A.R.E. at Memorial School*. Each letter in C.A.R.E. stands for core values of the school: Cooperation, Acceptance, Responsibility and Effort. Students and staff celebrate accomplishments related to these core values throughout the school year.

Medway elementary teachers receive ongoing professional development in order to stay current with the state curriculum frameworks and other mandates. During the 2017-2018 school year, elementary teachers are engaging in professional development around the Massachusetts Curriculum Frameworks in mathematics, and are also examining the Science Frameworks in grade two. In addition, staff members are receiving professional training in bullying prevention, Social Thinking, and social emotional supports for students.

Support through the Medway Elementary Parent Teacher Organization (MEPTO) is an essential element that adds to the overall quality of the student experience. MEPTO sponsors our program with the Medway Community Farm. Additionally, through fundraising activities, MEPTO offers many extra-curricular activities for the students including in-house enrichment programs and community events. Medway's Community Education department offers additional after school programs in cooking, enrichment, newspaper writing, world languages, art, music, theatre and sports.

Parent nights at the schools include open house and curriculum evenings, reading and math family workshops and informational sessions on curriculum related activities. Teas/Coffees with the Principal are scheduled throughout the year. Orientation events are held for students transitioning to Burke- Memorial School from McGovern School.

School administration works closely with the principal of McGovern School to keep lines of communication open. While each elementary school has its own school council, the councils will occasionally meet together to ensure continuity between the schools. Teachers work collaboratively across grades and schools to ensure smooth transitions from school to school and to continuously review and update curriculum. Grade level groups also work with special education staff, Title I math staff and reading support staff to help provide students with the best possible education.

Respectfully submitted,

Amanda Luizzi, Principal

Report of the Medway Middle School

Medway Middle School currently serves students in grades 5-8. Medway Middle School seeks to provide students with a safe and nurturing learning environment that supports students academically, emotionally, and socially. The goal of the middle school is to support students during a formative, and often tumultuous time, in their development. In the end, the objective is to provide a strong middle level educational experience that has provided students with the requisite skills to become independent learners.

In 2017, Medway Middle School participated in the Next Generation MCAS tests. Medway Middle School continues to perform better than many other schools in the Commonwealth. Through the efforts of the dedicated faculty and staff, Medway Middle School has used the available data from the Next Generation MCAS tests to identify opportunities for improvement in our curricula and our instructional practices.

The students of Medway Middle School continue to benefit from increased access to technology. The administrative team at the middle school continues to work closely with the Director of Technology and the Technology Integration Specialist to further enhance the educational experience for students through the use of technology. This task is made easier by the improvements to the technology infrastructure. We continue to optimize available technology in our established learning spaces. This includes the *Launch Pad*, a newly established makerspace in our library which allows students to explore and create using different types of technology. For the third year, we have a group of educators who are engaged in professional development to become a *Google Certified Educator*. The certification process, in addition to other professional learning opportunities for educators, ensures that our educators are effectively

integrating technology into their instruction daily. It has also created a group of resident experts who are able to assist all faculty members with increasing technology integration, which can benefit all students. Currently, we are piloting technology based science curriculum resources that have the potential of bringing Medway Middle School's science program into the 21st Century.

We are proud to report that we have expanded our *Project Lead the Way* Program at Medway Middle School. *Project Lead the Way* is a pre-engineering curriculum that provides students the opportunity to follow the engineering process from design to product. This year, all students in grade 7 have the opportunity to participate in the Design and Modeling course. All students in grade 8 now have the opportunity to participate in Automation and Robotics course. Finally, students in grade 6 are experiencing the App Creator course, where they apply principles of coding to design a computer based application. The Mandarin program that was initiated in the fall of 2012 has continued to provide students the opportunity to learn a non-western language. Beginning in grade 5, students may choose to study Mandarin. This opportunity continues at Medway High School.

In addition to supporting the academic needs of all students, Medway Middle School aims to educate citizens who accept and celebrate difference. This year, we are implementing the *World of Difference* Program at Medway Middle School. *World of Difference* is a program that trains peer leaders in grades 7 and 8 to lead younger students in grade 6 in learning activities intended to increase understanding and acceptance of cultural difference. Our peer leaders have completed their training and during our professional development in January, our faculty and staff engaged in a parallel professional learning experience.

Medway Middle School is fortunate to be so well supported by the community. The faculty and staff of Medway Middle School would like to thank the Medway Middle School Council, the Medway Secondary Parent Teacher Organization, the Medway Foundation for Education, the Medway Friends of the Performing Arts, and the Medway community for their continued support.

Respectfully submitted,

Cari Perchase, C.A.G.S., M.Ed., Principal

Report of the Medway High School

Medway High School is an award-winning school of approximately 740 students, 75 staff members, and 4 administrators. Our school continues to cultivate our community based on our core values of respect, tolerance, responsibility, integrity, and perseverance. However, we find ourselves with a new mission: to build a curriculum which, at its core, empowers our students with the 21st century skills necessary to compete in the modern workplace and be engaged citizens.

In the fall of 2017, the school received its re-accreditation by the New England Association of Schools and Colleges (NEASC) and was ranked as the #10 Best High School in the Commonwealth of Massachusetts by US News and World Report. These achievements were no doubt a reflection of the commitment, hard work, and dedication of the staff and students of Medway High School.

In thanks to the generosity of the community, the high school was able to expand our 1:1 Chromebook Program to include the freshman and sophomore class and we are excited to see the program come to full fruition in 2018 when all students will have access to these individual devices. Our staff continues to expand and enhance our students' learning opportunities using these tools, while helping them navigate the questions and concerns that arise about responsible use.

The success of our students continued on the stage with the Fall production of *The Laramie Project*, which was supported by our English Department's work with students to place the play in context, as well as our chapter of T.A.D.A., which led a panel discussion about tolerance and acceptance following the play. We were also excited for this spring's musical production of *The Little Mermaid* which was a sold out success for our performing arts department.

Our auditorium also hosted a variety of celebrations this year, including the 2nd Annual Veterans Oral History Project which honored local veterans as well as the induction of 55 juniors and seniors into the MHS chapter of the National Honors Society bringing our total to 104 members. The spring brought us exciting events for students including the Women in STEM Day as well as the addition of a Civic Learning Day in which students engaged in simulations working with our local government leaders.

One hundred eighty seven graduates of the class of 2017 finalized post-secondary plans to attend a diverse array of schools with varying degrees of selectivity located across the country. Students filed 1,539 applications to 320 institutions of higher learning. In addition to Massachusetts, 54% of the students will be attending colleges and universities in 23 different states. 93.3 % of students will continue their education beyond high school. Some students have chosen employment, some with the intention of pursuing vocational training in a trade or attending a community college in the future. At the time of graduation, two students enlisted in the armed forces; specifically, one enlisted in the United States Army and another enlisted in the United States Marine Corps. Since graduation, another enlisted in the United States Army.

In early November 2017, 58 seniors were recognized as John and Abigail Adams Scholarship recipients by the Massachusetts Department of Elementary and Secondary Education for their performance on grade 10 MCAS tests.

As we seek to best support all students, an additional school counselor was added to the staff at Medway High School. Through a partnership with Family Continuity Programs, outside therapists provide counseling support for students who are unable to access outside providers, and in a town and school collaborative effort, students and families can be referred to Interface Referral System for assistance with referrals and access to outside providers. Our *Bridge to Youth in Transition* Program, funded in part by a MetroWest Health Foundation grant, continues to support students as they reintegrate to school and classes following prolonged medical or psychiatric absences.

We continue to be appreciative of the support we receive from the community.

Respectfully submitted,

Timothy M. McCarron, Principal

Student Services

Medway Student Services continues to build capacity, evaluate and refine programming and develop models to respond to the changing needs of a shifting population. Population shifts over time indicate an increase in students presenting with a primary disability of Autism, more students staying beyond their 12th grade year to support school to adult transitional services, and an increase in early elementary students presenting with cognitive impairment.

The least restrictive environment for some students is a specialized classroom within the school district rather than a fully included or an out of district placement. The LINKS program (located at the elementary, middle and high school levels) and the Intensive Learning Center and the Integrated Preschool programs (located in the elementary) continue to provide students with early education, cognitive support, and flexible emotional, social, and academic supports that meet the students' needs in the least restrictive environment.

Evaluation of Programming

This year the district contracted with outside experts to systematically evaluate the LINKS and Integrated Preschool programming. The purpose of an independent evaluation is to provide school districts with an objective report that identifies areas of strength, opportunity, and recommendations for continued improvement. Following the receipt of the reports at the end of the 2016-2017 school year, action planning began with interdisciplinary stakeholder teams so that recommendations could be evaluated and a plan for implementation was generated. In general, each program was commended for the work they were doing with students with disabilities. Recommendations included a redefining of the programs' vision given the district's shifting special education population.

Partnerships

Medway continues to explore partnerships with outside agencies that will allow students to remain in district with their peers, while still receiving low-incidence, specialized services. The Medway High School/ACCEPT Collaborative partnership continues to be productive. Several Medway students continue to receive sub-separate instruction in English language arts and/or mathematics, and inclusive instruction in all other subjects. These students have their transition needs met through specialized vocational training through ACCEPT personnel located in Medway High School.

During the 2016-2017 Summer, Medway Student Services, Medway Community Education, and Social Fit partnered to provide students with autism a supportive educational and social summer experience in district. Held at both the school and Choate Park, staff were trained to support students' social and transitional needs in a naturalized camp environment. Additionally, the ongoing summer partnerships through Camp Sunshine continues and has expanded to provide opportunities for older students with social needs to function as Counselors in Training (CIT) with adult support.

Pilot Programs

Through the generous support of the Medway School Committee, several pilot programs have been implemented: the Language-based Learning Disability (LBLD) program and the Inclusive Post-Secondary & Work-based Learning program, and their effectiveness is under evaluation.

The LBLD program has expanded from a 5th-6th grade model in the 2014-2015 school year to a 3rd through 10th grade model in the 2016-2017 school year. The LBLD set of services addresses how to differently service the increasing numbers of dyslexic students who struggle with school routines, reading and academic demands. To date, 23 general educators and 20 special educators have received targeted training by consultants from the Landmark School, with early outcome data indicating that students are generally making more than 1-1.5 year's growth in reading per year of instruction. The cost of this program support has been absorbed into the yearly budget of the Student Services department.

This year, the Inclusive Post-Secondary & Work-based Learning program (a hybrid program that supports a not-for-credit college course as well as vocational and functional learning opportunities for 18-22 year old students) has experienced a reduced number of students accessing the services. An exploration of the reasons for the reduced interest and an assessment of the longer term viability of the hybrid program will be a focus for the upcoming year.

Medway Schools has long held that “what we should be doing in special education is **minimizing** the impact of **disability** and **maximizing** the **opportunity** to participate in the world” (Hehir, 2006). Yoked to the shifting needs of our students and our world, is our obligation to periodically evaluate and implement change to our programs, structures, and services so that alignment with current best practices informs our work and prepares our students for their future.

Respectfully submitted,

Kathleen M. Bernklow, Director of Student Services

Report of the Athletic Department

The Athletic Department is an integral component of the four-year experience at Medway High School. The number of student athletes participating in our programs has been consistent over the past few years: close to 400 in the fall, 250 in the winter and 350 in the spring. The middle school sports' programs continue to grow as well. This fall we had over 100 students participating in volleyball, cross country, field hockey and tennis at Medway Middle School. The spring season should have at least 50 students doing track and field, and another 20 learning the game of golf.

The Mission Statement of the Athletic Department reflects the guiding philosophy of Medway High School: “The Athletic Department’s mission, in partnership with community, is to foster an environment that encourages the pursuit of excellence for all through participation in sports. The athletic community strives to provide an atmosphere for students to learn life-long skills of teamwork, dedication, self-discipline and above all, sportsmanship. We encourage families to be active supporters of our teams’ efforts by being positive role models who attend events to encourage all to compete to the best of their abilities. We also expect our supporters to be representatives of the Medway School Department, displaying good sportsmanship and fostering a positive environment.”

Medway High School competes against the following towns in the Tri Valley League: Millis, Medfield, Dedham, Dover/Sherborn, Westwood, Holliston, Hopkinton, Ashland, Bellingham and Norton. Beginning with the 2018-19 school year Norwood will also be joining the TVL. We schedule some non-league contests with schools of similar characteristics.

The fall teams were very successful once again. Volleyball, field hockey, cheering, golf, and both soccer teams qualified for the postseason. Cheering finished in first place in the TVL; golf won the TVL small division; the girls' soccer team was the TVL champion for the fifth year in a row. The girls won the districts and state semi-final, and lost another heartbreaker of a game in the State final against Danvers in a shoot-out.

The winter season saw similar success. The indoor track team hosted 56 boys and girls competing; our girl's ice hockey program continued to be part of a coop team with Ashland, Millis and Holliston. The boy's hockey team continued to be a perennial power in the TVL. They travelled to Auburn, ME during winter break as they were invited to participate in the Saint Dominic's Academy Winter Classic tournament. Both of our boy's and girls' basketball programs continued to offer a solid team experience for all. The number of girls participating continues to be a concern as only two levels were offered again this year. Medway will continue to participate in two other coops to increase the winter sports offerings: swimming with Holliston, and gymnastics with Holliston and Millis. Thanks to the efforts of a few volunteers, the Alpine Ski team grew to have 22 participants racing weekly at Ski Ward in Shrewsbury.

The \$235 athletic fee, along with the gate receipts collected, helps to maintain the programs we offer. At this time, we are able to provide the following sports:

Fall: Football (3 levels); Girls Volleyball (3 levels); Girls Soccer (2 levels); Boys Soccer (2 levels); Field Hockey (2 levels); Cheerleading; Golf (2 levels/coed); Boys' and Girls' varsity Cross Country.

Winter: Ice Hockey (2 levels); Boys Basketball (3 levels); Girls Basketball (2 levels); Cheerleading; Indoor Track; Girl's Ice Hockey; Swimming (Holliston) and Gymnastics (Holliston and Millis); Alpine Ski.

Spring: Girls Tennis (2 levels); Boys Tennis (2 levels); Girls Track (varsity only); Boys Track (varsity only); Baseball (3 levels); Girls Softball; Boy's Lacrosse (2 levels) and Girls Lacrosse (2 Levels); Ultimate Frisbee (coed).

The 7th year of the Medway Turkey Trot saw close to 1300 runners register for the annual event which has grown to bring the Medway community together to start the Holiday Season. The weather was frosty, but the runners didn't seem to mind! Thanks to the Medway Police, along with the 50+ volunteers, the event was flawless. Revenue generated from the race is held by the Turkey Trot Committee and is used to buy replacement uniforms for the high school and middle school teams. So far over 26 teams have received new uniforms, and a treadmill was purchased for our wellness room.

The addition of the Mustang Mobile (14 passenger mini bus) has been a great asset to the department. The bus has been used by the golf team, basketball teams, ski team, gymnastics team, and also for a few school based class trips during the day. The eventual transportation savings will be quite substantial.

Respectfully submitted,

Robert Pearl, CAA, Athletic Director

Report of the Department of Wellness

The Wellness Department operates under the Center for Disease Control's *Whole School, Whole Community, Whole Child* model, which focuses its attention on the child and emphasizes a school-wide approach, supported by the community, to enhance the health and wellness of students. In support of the strategic plan, the Wellness Department has focused much of its efforts on fostering the social, emotional and mental health of Medway students, as well as building and strengthening community partnerships to best support Medway's youth.



The Social Emotional Learning (SEL) Steering Committee, a diverse group of K-12 educators, worked together over the 2017 school year to accomplish four goals: create a district wide SEL vision, conduct an SEL gap analysis, identify SEL programming that would enhance Medway's current SEL structure, and deliver a formal summary of their work to district leadership. As a result of this committee's efforts, Medway Public Schools (MPS) now has a unified SEL vision and a plan in place that will ensure that every student receives consistent tier one, SEL programming as part of their core education. As a compliment to this work, the Wellness Department has also made efforts to increase student access to mental health care.

Adolescent mental illness is quickly becoming one of the greatest concerns facing this generation of America's youth. This dramatic spike in adolescent mental illness has led to an increased demand for mental health services and limited access to care. The Wellness Department has worked to increase access to mental health services by partnering with Family Continuity and the Interface Referral System. Medway's partnership with Family Continuity has allowed for Medway Middle School and Medway High School students to have access to a mental health counselor and/or a psychiatrist, regardless of insurance status, during the school day. With the support of the Medway Fire Department, MPS has contracted with the Interface Referral System. This referral hotline will work with any Medway resident to match them with a mental health provider based on clinical need, insurance coverage and personal preferences. On average, Interface matches callers with a provider in two and a half days, a process which often can take months, if a person is left to his/her own devices. In addition to collaborating with Family Continuity and Interface Referral Systems, the Wellness Department has also cultivated several other community partnerships.

The MetroWest region offers numerous opportunities to partner with community organizations in support of student health and wellness. This year the Wellness Department partnered with Wayside Youth and Family Services, Boston Children's Hospital, the Norfolk District Attorney's Office, the New England Dairy Association, the Hockomock YMCA, the Medway Fire Department and the Medway Community Farm. These partnership's lead to new student programming, new forms of classroom instruction and leading edge research. In step with these enhancements to wellness related, student programming, the Wellness Department has also taken steps to provide parents with enrichment opportunities.

In collaboration with Medway parents, educators and local organizations, the Wellness Department founded Medway T.H.R.I.V.E. Medway T.H.R.I.V.E. is an organization that provides wellness-related programming and resources to families, in order to equip them with the Tools necessary to foster **H**ealth, **R**esiliency, **I**nclusiveness, **V**itality and **E**mpowerment in

Medway's youth. In 2017, T.H.R.I.V.E. brought two parent enrichment opportunities to Medway that covered the topics of adolescent mental health and mindfulness. The 2018 T.H.R.I.V.E. schedule will cover the topics of celebrating differences, substance use prevention and digital citizenship.

The Wellness Department would like to thank the citizens of Medway for all of the support that has been shown over the past year. We look forward to continuing to work together to best support the health and wellbeing of Medway's youth.

Respectfully submitted,

Ryan Sherman, Ph.D., Director of Wellness

Report of the Community Education Department

The Community Education Department experienced a very successful year with a multitude of new and returning programs for adults and children in the community. Thank you to the many individuals who make these programs possible with their enthusiastic participation. These experiences enhance lives with academic, career and enrichment courses throughout the year. We are pleased to offer discounts to senior citizens and active military families, as well as those in need of financial assistance.

Our after-school classes for the children at the McGovern, Memorial and Middle Schools continue to grow exponentially. We appreciate all the teachers taking the extra time to offer creative and exciting additional experiences that enable the children to enjoy a relaxing, social environment where they create, explore and learn with their friends.

We offer a great number of STEM and STEAM programs to our after school catalogues, and our weeklong courses during the summer. Students attend classes in science, technology, art, math, robotics, rocketry, self-esteem and more. These classes are well attended and always in demand.

This year, we were excited to see an increase in our departmental staff with the addition of a Program Coordinator. This role was put in place to ensure that programming and reach outs to families and students who may experience challenges academically, social emotionally or fiscally, are provided with meaningful and supportive programs to enhance their likelihood of success, both in and out of school.

The Community Education Department continues its partnership with the Medway Park Department to offer our popular Summer Adventures Camp now at the scenic, multi-faceted Choate Park. The children enjoyed a season of summertime fun with a multitude of activities, water fun including an enormous waterslide, other wet, refreshing and fun water activities including swimming at the Franklin YMCA, and also many professional entertainers visited to thrill and amaze us all. The children were treated to all of this under the guidance of a large, experienced staff of teachers and counselors who made the summer safe and special.

We are grateful to the School Committee and Superintendent of Schools for their unwavering support of all that we do to provide meaningful experiences to the residents of Medway. We also want to thank the many "artists" who brighten our brochure covers each semester, highlighting their creative talents in the arts.

Our programs by the numbers for 2017:

	WINTER	SPRING	SUMMER	FALL	2017 TOTALS
Child Classes	81	75	82	72	310
Child Participants	804	631	972	547	2,954
Adult Classes	52	52	19	75	198
Adult Participants	352	329	44	414	1,139

Respectfully submitted,

Margery Monahan, Community Education Director

2017 Graduates

Abrams, Christopher
Airosus, Gabriella
Assad, Christopher
Aviza, Shannon
Baker, Matthew
Barrett, Jessica
Beach, Kaelyn
Belforti, Justin
Bell, Ethan
Beltramini, Anna L
Bhatti, Talia
Borstel, Emma
Branigan, Delaney
Brodeur, Dylan
Brown, Matthew
Brueckner, Aidan
Bussberg, Cooper
Caci, Danielle
Caton, Elizabeth
Cence, Daniel
Chase, Jacqueline
Chemini, Sidney
Civetti, Emily M
Coakley, Mackensie
Collins, Steven Arthur
Conley, Georgia
Corshia, Amanda
Cote, Clay
Creonte, William
Cunningham, Stephany
D'Innocenzo, Deanna-Maria
Daley, Emily
Daly, David
DaSilva, David
Dennehy, Owen
Derrigo, Benjamin
Desronvilles, Roosevelt
Devis, Sydney L
DiBiasio, Kathleen

Dickie, Katherine
Diebus, Andrew
Donohue, Meghan
Driscoll, Michael
Dumouchel, Dana
Dunsky, Ross
Dwyer, Adam
Dwyer, Christina
Ehrmanntraut, Dylan
Elton, Sophia
Evers, Matthew
Faghan, Charles
Fahey, Sean
Faichney, Jenna
Farley, Avery
Faulkner, Jeremy
Figueiral, Isabel
Fingar, Michael
Fink, Brandon
Fisher, Coleton
Ford, Taylor
Gavini-Campbell, Connor
Gerard, Olivia
Gignac, Sarah
Gittings, Tricia
Gould, Alan
Hall, Rachel
Hamer, Matthew
Hanrahan, Daniel
Harris, Alyssa
Harvey, Thomas
Hester, Julianne
Hill, Taylor
Hillery, Elizabeth
Holl, Nathan
Hooper, Leanne
Hosker, Benjamin
Hundertmark, Carly

Jubb, Jessica
Judson, Patrick
Kaplan, Hannah
Kelley, Sarah
Kelly, Alissa
Kelly, Tyler
Kendig, Gavin
Kennealey, Erin
King, Kevin
Kingsbury, Kristin
Krebs, Maxwell
Lagan, Samantha
Lambert, Rae
LaPointe, Jordyn
Lawton, Ryan
LeLievre, Jaime
Lombardo, Brianna
Lower, Emma
Lynch, Daniel
MacDonald, Colleen
MacDougall, Sean
Malloy, Patrick
Marin, Kyle
Marroquin, Clarissa
Martin, Cameron
Martini, John
Marzelli, Ashley
Mawn, Rachel
Maynard, Matthew
McAllister, Kaylin K
McElhinney, Erin
McHale, Alyssa
McHugh, Olivia
McHugh, Shannon
McHugh, Timothy
McKenna, Thomas
McMains, Shaylin
McNamara, Ryann
McSweeney, Kayla
Mele, Thomas

Mongeau, Alexander D
Mooradd, Nicole
Morlock, Emily
Murphy, Rebecca
Murphy, Teaghan
Neamtu, Alexander
Newman, Zachary
Nicklas, Timothy
Nyren, Allyson
O'Connor, Sarah
O'Neill, Kylie
O'Rourke, Erin
O'Sullivan, Caroline
O'Toole, Kristen
Olsen, Lucas
Pallotta-Walsh, Noah
Parrella, Brianna
Pollock, Emily
Pouliot, Spencer
Pratt, Julianne
Rasmussen, Alexa
Rice, Anna
Rice, John
Rice, Sydney
Rigney, Deanna
Roberts, Kevin
Roland, Lindsay
Romelus, Keicha
Roycroft, Sean
Rozak, Jacob
Russo, Brooke
Scheid, Tessa
Schwab, Justin
Selby, Owen
Sheehan, Kelly
Sheehan, Sydney
Shumaker, Caitlyn
Sigl, Anne
Slayton, Michael
Smith, Caroline

Stevenson, Lily
Shumaker, Caitlyn
Swisher, Noah
Tarbox, Rachel
Tiernan, Andrew
Tomarakos, Nate
Tomsik, Jacob L
Travers, Patrick
Vokes, Haley
Wenzel, Jeffery
Whitaker, Kaitlin
Wilkinson, Sean
Williams, Samantha
Wong, Kristina
Wright, Aidan S
Wright, Erin
Yeomans, Richard
Zinchuk, Jacquelyn



Report of the Tri-County Regional Vocational Technical School District

The School Committee reorganized in July of 2016, and elected Steven Trask from Franklin as its Chair, Donna Cabibbo from Millis as its Vice Chair, and Robert Guthrie from North Attleboro as its Secretary. Monthly meetings continued to be held on the third Wednesday of each month at the school. Subcommittee meetings were held as needed.

Tri-County's secondary program, postsecondary program and continuing education program experienced continued enrollment growth. The ongoing increase in numbers is recognition of our successful three-fold mission: high vocational standards to train the workforce; high academic standards to prepare students for college; and high community service standards to prepare good citizens. These standards are visible in the achievements of our students and in their services throughout our member towns.

The vocational and civic skills of Tri-County students are extremely useful in these stressful economic times. Plumbing, carpentry, electrical and other programs work on public sector buildings and projects to save our district towns' labor costs. The vocational skills of our students can also be witnessed by a visit to Tri-County to take advantage of services such as Culinary Arts, Cosmetology, Auto Collision and Auto Technology.

Their citizenship skills are also to be observed throughout the member towns. Look for them as they undertake projects to improve their local community oftentimes utilizing skills learned in their respective program majors here at Tri-County RVTHS.

Tri-County hosted many key events attended by local and state government representatives, including a Manufacturing and Robotics Open House to celebrate Manufacturing Month. Events addressed such vital topics as the importance of vocational education, the skilled labor shortage, and STEM and Robotics initiatives.

Graduation

Two hundred eighteen students graduated in an indoor afternoon ceremony on Sunday, June 4, 2017. Superintendent-Director Stephen Dockray presided over the ceremony. School Committee Chair, Steven Trask, and School Committee Vice-Chair, Donna Cabibbo, presented diplomas to the graduates. Adele Sands, Director of Student Services, presented scholarships and awards to deserving seniors. The grand total of scholarships and awards for the class of 2017 was \$750,000.

Guidance & Special Education Services

September 6, 2016, Tri-County welcomed 1,026 students to the new school year. The respective number of students from member towns was as follows: Franklin – 197, Medfield – 9, Medway

– 67, Millis – 26, Norfolk – 31, North Attleborough – 345, Plainville – 86, Seekonk – 83, Sherborn – 0, Walpole – 47, and Wrentham – 49.

During the 2016-2017 school year, the Guidance department continued its programs to provide information to students, parents, sending schools and district communities. The Guidance department provided counseling for students in career pathways and postsecondary education. Tri-County continues to work with the Department of Elementary and Secondary Education on its development of *Your Plan For The Future*, a no-cost, comprehensive college and career planning portal designed to help Massachusetts students manage their educational and career pathways.

Tri-County hosted Career Days for Grade 8 students from the regional districts. The Guidance department, with assistance of personnel from the Massachusetts Educational Financing Authority (MEFA), presented programs on college preparation. In addition, the Guidance department hosted a very successful evening College Fair.

The Guidance department organized and implemented SAT and ASVAB testing.

The Special Education Department continued its work with Transition Planning. The Coordinated Program Review Self-Assessment was completed in anticipation of the Department of Elementary and Secondary Education's six-year audit of programs, procedures and protocols. Adele Sands, Director of Student Services, and Polly Bath of Cristia Lesher Assoc. presented the workplace readiness curriculum that they developed with Tri-County vocational teachers at the MAVA Connecting for Success Summit.

A school adjustment counselor and guidance counselor attended the Signs of Suicide Training. They collaborated with a health teacher to imbed the SOS protocols into the tenth grade health curriculum, which resulted in the identification of at-risk students. Several presentations were brought to faculty and parents on the topics of drug abuse and addiction, mental health, and executive functioning.

Academics

Tri-County Regional Vocational Technical High School continues to earn wide-spread recognition for academic and vocational success by combining rigorous and challenging academic courses with modern vocational studies. Implementation of the newest technology as well as innovative vocational technical programs ensures student success. Their success is measured in the classroom and ultimately in a chosen career path whether it is higher education, entrance in their vocational trade or military careers.

The class of 2018 scored exceptionally well in all three areas of MCAS, continuing to keep Tri-County rated as a Level I school. In ELA, 97% of students scored Proficient/Advanced. In Mathematics, 83% of students scored Proficient/Advanced. In Biology, 77% of students scored Proficient/Advanced. Tri-County's school percentile dipped to 60% this year, a 3% decrease from our 63% overall State performance rating from last year.

All students completed the Mass Core Curriculum requirement which is the Department of Elementary and Secondary Education recommended academic program for college and career readiness.

Sixty seniors from the Class of 2017 were awarded John and Abigail Adams Scholarships. These scholarships are awarded to students who achieve a minimum of two proficient and one advanced score on the Grade 10 English Language Arts, Mathematics, and Biology MCAS exams. Student scores must be in the top 25% of tested students.

Tri-County continued its implementation of the *itsLearning* platform this year. Teachers have embraced this learning platform, using it for lessons, power point slides, class notes, embedding video, remediation links, textbook links, uploading worksheets, collecting homework, online polls, data collection, submitting work and taking exams. All academic and many of our vocational teachers have been trained and are using *itsLearning* on a regular basis. Academic standards are all on *itsLearning* and can be used for both formative and summative assessments.

Tri-County continued year two of training our teachers in an in-house professional development focused on Differentiation this year. With our outside consultant returning for her second year, approximately 15 teachers were trained, in addition to the 12 teachers trained last year. Teachers from academics, vocational, and special education, all worked together during the course of the year to learn about the different types of differentiation, observe colleagues from cohorts of both years, and take place in learning walks, in an effort to enhance their teaching practice. The Academic Coordinator, Vocational Coordinator, and Instructional Technology Specialist all participated in each meeting and worked with the cohort groups in an effort to bring all areas together, plan, debrief, and most of all, learn from one another, in an effort to understand the value and need for differentiation to occur in all classrooms on a regular basis.

Tri-County purchased one hundred twenty five additional Chromebooks this year for use in the academic classrooms. Over the course of the year, Chromebook use increased and students commented on how much they enjoyed using this additional technology in their classes. There are multiple Chromebook carts placed in all core departments: Science, Social Studies, Math, and English. Teachers must go through training in order to sign out the carts and each year, more teachers are certified and utilizing this technology to enhance their classroom experience.

This year, Tri-County has partnered with Mass Insights to not only increase our AP offerings in the future, but to also improve how we teach both our AP and pre-AP courses. Several of our teachers attended pre-AP strategies workshops in an effort to improve vertical teaming to attract more students to enroll and be successful in our AP programs. Our hope is to improve our qualifying scores on AP exams through our partnership with Mass Insights. Teachers attended extensive trainings through Mass Insights this year and students spent three Saturdays at workshops with other AP students to learn strategies, curriculum, and take mock exams. Tri-County offers AP Physics 1, AP Calculus (AB), AP Language and Composition, AP Literature and Composition, AP Statistics, and AP Computer Science Principles.

In an effort to successfully transition to the new Common Core State Standards (CCSS), Tri-County continues its work at rewriting curriculum using the Understanding by Design (UbD)

model. Teams of teachers will be working this summer to write curriculums for our new Double Period Honors Biology class and remaining science and math classes for our upper grades. Except for AP classes, all our other classes that will be taught in the 2017-2018 school year, will be written in the Understanding by Design format by the end of the summer. Teachers are writing units based on Curriculum Maps in an effort to continue their transition to CCSS.

Finally, Tri-County continued its leadership efforts within the vocational math community by hosting the Twentieth Annual Vocational Mathematics Competition with over 25 teams competing from vocational schools from throughout the State. Topics covered are Algebra I, Geometry, Algebra II, and Related Technical Math. Tri-County's Mathematics teams consisted of freshmen and sophomores and although the team was young, they placed in an honorable fourteenth and seventeenth place this year.

Vocational Technical Programs

Students in the seventeen Vocational Technical Programs experienced many successes, both in their individual programs and school wide. All grade 10 students achieved their OSHA 10 Hour Safety credentials. The training included interactive and specialized curriculum for both general industry and construction trades.

Students in Early Education, Dental Assisting, Culinary Arts, Medical Careers, Legal and Protective Services and the Construction Craft Laborers received American Red Cross CPR and First Aid Training. All students in grades 10 – 12 in those programs are now certified and able to work in companies requiring their employees to have these credentials.

The Tri-County Robotics Team, named "Tri-Force", was busy this year. They began preparing for the FIRST Robotics Regional Competition at WPI in January. They qualified to then move on to compete at the FIRST Robotics State Competition in March.

Finally, Tri-County SkillsUSA achieved much success as five secondary students traveled to Louisville, Kentucky in June to compete at the national SkillsUSA Competition. Our team of three CIS students competing in the Career Pathway Arts and Communication Category brought home the Silver Medal.

Auto Collision Repair: The Auto Collision Repair Program continued to be a NATEF Accredited program. With the NATEF accreditation, our students are able to take advantage of the rich curriculum offered to achieve Certificates of Achievement in the NATEF Standards. All grade 11 and 12 students achieved the ASE Welding Certification. Grade 12 students achieved some of the ASE Auto Collision Repair student certifications. Tri-County students practice using water based paint and other environmentally safe materials to meet the most current industry standards. Students in this program continued to serve the community needs and the Tri-County School District by repairing and restoring vehicles under the supervision of their instructors. Students also participated in field trips to emphasize the diverse career opportunities available upon graduation from the program.

Auto Technology: Students in the Auto Technology program performed well in the ASE student certification exams that were administered in May. All students achieved ASE

Certification in at least 6 of 9 categories. The program continues to have Master Automobile Service Technology Accreditation through NATEF. Students practice their skills on state of the art diagnostic equipment. Students in the Auto Technology program experience a real world application of the skills by diagnosing and repairing school vehicles, staff automobiles and cars and trucks owned by members of our eleven town district.

Carpentry: Of particular note, a junior carpentry student is living his lifelong goal. The student applied and was selected through a nationwide search to become an apprentice for Silva Bros. on *This Old House*. This Co-op student has since appeared in a *This Old House* episode working alongside TV's Mike Rowe.

Under the supervision of the Carpentry teachers, students in the program worked at several community projects this past year. In the town of Millis, they completed a large storage shed for the town library garage. They built picnic tables for the Hockomock YMCA in North Attleboro. Carpentry students also constructed display cabinets for the Medway Historical Society. This spring they began construction of a large storage shed for the DPW in Franklin. Graduates of the Carpentry program with a GPA of at least 3.0 and who have met or exceeded the standards for graduation from a Chapter 74 program attained pre-apprenticeship cards through the Massachusetts Division of Apprenticeship Training. Many seniors and a few juniors participated in the Cooperative Education Program this year, earning money while practicing the skills learned at Tri-County in real work experiences.

Computer Information Systems: The students in the Computer Information Systems program are being trained in the Cisco Networking Academy curriculum. All students in the program are able to take CISCO exams and attain certifications in many aspects of the curriculum. All grade 11 students take AP Principles of Computer Science as part of the CIS curriculum. A team of students participated in the Cyber Patriot Competition with other students around the state and achieved the gold standard for their region. Students in this program work closely with the IT department at Tri-County to update the school's website.

Construction Craft Laborer: Students in this program are trained in all aspects of large construction, including highway construction. Students in grade 11 received Hazard Communication training which led to 100% of the class achieving a certificate of successful completion. All grade 11 students received CPR and First Aid training when they participated in the Department of Transportation sponsored Construction Career Academy. During this school year, under the supervision of their teacher, the CCL students framed and poured a concrete pad for the Franklin Recreation Department, as well as stairs to the Franklin Police Department. They work collaboratively with our Carpentry students to create concrete forms and construct foundations for buildings which are then constructed by students in Carpentry.

Cosmetology: The Cosmetology Program continues to operate a full service hair and nail salon for the members of the eleven towns in the Tri-County School District. Senior citizen groups from the towns patronize the salon several times during the school year. The students also performed community service by assisting at the Miss Amazing Beauty Pageant this past year, helping developmentally delayed young adult women enjoy an exciting event. Students also spent a Saturday performing their skills on community members to support Dana Farber at a Cut-

A-Thon. They raised over \$1000 for the cause. Seniors met the 1000-hour requirement to sit for the Cosmetology License exam prior to graduation. In fact, this year a junior student has already achieved her Cosmetology License and will be prepared to participate in Tri-County's Cooperative Education program in September.

Culinary Arts: Gerry's Place Restaurant and Bake Shop enjoyed another successful year serving lunch and baked goods to the public. Students in the program received their certification in Serve Safe and OSHA, as well as meeting all standards set forth by the American Culinary Foundation. The Culinary Arts students participated in the Massachusetts Restaurant Association sponsored competition this past March. Tri-County students competed in both the Culinary and the Customer Service events, and came in third place among all schools in Massachusetts. Students in the program also tend and nurture the school garden, which has been successful for the last four years. Bounty from the garden is donated to local food pantries. This year, Tri-County donated more than 900 pounds of produce! Students also create Farm to Table recipes using some of the produce grown in the garden. Our students continue to work with Franklin TV to film "Cooking Thyme", a cooking show featuring students preparing culinary delights to be enjoyed by the community through the Franklin Cable TV programming.

Dental Assisting: Students in the Dental Assisting Program have practiced their skills in several community service projects this past year. Students volunteered their services at the Elder Dental Screening in October at the Millis Council on Aging. They screened elders at no charge for dental decay and oral cancer. They also provided nutritional information and denture cleaning. Students in the Dental Assisting program also assisted the Massachusetts Department of Public Health to dispense fluoride to school age children in a local elementary school. Grade 11 students continued to participate in the clinical practicum at local dental offices. Students in grade 10 took the DANB Infection Control exam and students in grade 11 took the DANB Radiography exam at the end of the school year and achieved certifications in each. They also received CPR and First Aid training.

Early Education: Students in the Early Education program continued to supervise and educate preschool age children in the Tri-County Preschool Program. All grade 11 students participated in a field placement at local child care centers and public kindergarten classrooms to expand their experiences working with young children. Along with certifications in First Aid, CPR and OSHA, students in this program achieved certificates for successful completion of the Strengthening Families Workshop. They also participated in training to work with traumatized children through the Life is Good Corporation. Students accompanied their teachers to the Massachusetts State House for Advocacy Day for Early Education and Care in February, where they were able to communicate their views on providing the highest quality programs and services to children birth to age eight. One of the junior students in Early Education attained a Gold Medal at the State Skills USA Conference in April, 2017 and competed in Louisville Kentucky at the Skills USA National conference where she attained a fourth place finish in the nation!

Electrical Technology: Students in the Electrical Technology program are trained in all aspects of residential and commercial applications. Students in this program assisted the Technology Director and the Director of Facilities in performing electrical wiring projects at the school.

Students in this program also gain valuable training in renewable and sustainable technology by practicing installation and monitoring energy conservation at the photovoltaic system on school grounds. Students will accrue up to 300 hours of Electrical Code instruction and 1500 hours of practical application toward their Journeyman license requirements upon graduation. Students also wired a large garage in Medfield this past year. With donations from local companies, students are also being trained to install and troubleshoot all types of motor controls and fire alarm systems.

Engineering Technology: The Engineering Technology program incorporates Digital Electronics, Introduction to Engineering Design, Principles of Engineering, Computer Integrated Machining, Architectural Design, and Bio Engineering into their curriculum. This past year, the program was expanded to include training in Advanced Manufacturing. Students practice programming, operating and troubleshooting CNC turning and milling machines. All HAAS machines were purchased through grant money provided by the Massachusetts Skills Grant Program. Students also have gained skill in using 3D printing technology and a robotic arm. With Project Lead the Way Certification, the students are able to transfer their skills to many PLTW affiliated colleges upon graduation. Students once again participated in the HUNCH (High School Students United with NASA to Create Hardware) program. Their goal was to develop a device that could make an astronaut's life easier in space. Students also participated in the Boston Society of Civil Engineers sponsored competition to design a bridge online as well as the Zero Robotics competition in which the students programmed robots, known as SPHERES.

Graphic Communications: Design, pre-press, and printing skills are honed by students enrolled in this program. Students continued to practice their skills on the digital press, serving the printing needs of many sending towns and non-profit organizations. Some of the projects completed by Graphic Communications students were street directories, school yearbooks, and graduation tickets for the town of Seekonk, letterhead and envelopes for the towns of Wrentham and Medfield, and creating the Franklin Directory. Students achieve several Adobe certifications as a result of successfully completing the curriculum and passing the comprehensive online exams. Students in the Graphic Communications program can be proud of their contributions to all Tri-County publications.

HVAC&R: Students are trained in all aspects of heating, cooling, and ventilation of both residential and commercial buildings. Students in grades 11 and 12 succeeded at attaining their EPA 608 certifications after passing intensive curriculum and taking the national exam. With this certification, graduates will be well prepared for high paying employment and further education. Students also honed their sheet metal skills this year and they prepared to take the sheet metal license upon graduation. Students who complete 200 hours as a refrigeration apprentice and achieve a trade certificate upon graduation may sit for the Refrigeration Technician's License exam.

Legal and Protective Services: Students in this program gain skill and knowledge in various aspects of the justice and protective services occupations. The students learn how to secure a crime scene and look for evidence using state of the art equipment. They also hone their skill in utilizing research methods to conduct a mock trial, roleplaying defense attorney, prosecuting attorney, and other members of the trial. Students participated in field trips to local courts to

observe the system in practice. Guest speakers were invited to the class to inform the students of the many career opportunities in the criminal justice field. This past year, the students learned about installing and monitoring security systems and surveillance equipment. We want to congratulate the first graduating class from the Legal and Protective Services Program. All students will be either attending College in the fall or beginning a career in the Military.

Medical Careers: Students in the Medical Careers program are trained in various aspects of health care. Grade 11 students achieved their Certified Nursing Assistant credentials. Grade 12 students received a Home Health Aide certification and those students who did not participate in the Cooperative Education program received training in EMT. Grade 10 Medical Careers students received Epi-pen training and therapeutic feeding training. Tri-County continues to enjoy a partnership with Golden Pond Assisted Living Center as well as HMEA (Horace Mann Education Associates) where students participate in clinical experiences each year. During the last school year, Medical Careers students again trained students in all vocational programs in Hands Only CPR. The Medical Careers program received the Department of Public Health annual evaluation and met or exceeded all standards and requirements of Massachusetts and Federal Guidelines for Nursing Assistant Training Programs. The Medical Career students assisted pharmacists from Rite Aid Pharmacy to conduct a Flu Clinic for all staff at Tri-County. Students in this program conducted several public service programs in which they educated the public in the dangers of sun exposure and other potentially harmful lifestyle habits. Students graduating from this program are well prepared to pursue highly competitive health care careers.

Metal Fabrication and Joining: Students in the Metal Fabrication program achieve several AWS welding certifications, including GMAW-V, GMAW-O, GTAW-ST, and GTAW-SS. They also learn the fundamentals of metal fabrication and joining processes. Students participated in field trips to local metal fabrication companies to observe various business practices. The graduates from this program will be prepared for occupations in not only welding but in metal forming, cutting and fabricating. They are also trained in sheet metal processes and may pursue the sheet metal license upon graduation. Seniors who are eligible for cooperative education employment are consistently placed in an industry of high need in the community.

Plumbing: Plumbing students are trained in residential and commercial plumbing applications. Students in grade 11 completed their Tier I Plumbing course and grade 12 students completed Tier II. All students take the exams at the end of the course. Successful completion of the courses allows students to be prepared to take Tier III immediately upon graduation. Plumbing students work closely with the Director of Facilities here at Tri-County to perform plumbing repairs throughout the school building, further honing their skills. Students from the Plumbing program may begin their formal apprenticeships with their employers while still in high school.

Adult Education

Tri-County offers both Postsecondary and Continuing Education courses through its Adult Education Office. The majority of adults served through the various continuing education programs are from within the school district; however, students represent cities and towns from all over Central and Eastern Massachusetts, as well as Rhode Island. In addition to classes held at the school in the traditional manner Tri-County now offers a large selection of online courses.

Tri-County offers online registration allowing community members to register for Continuing Education classes on the internet. The online registration system also extends to summer camps and summer school.

Postsecondary Cosmetology and Practical Nursing programs are available on either a day or evening schedule. Additional postsecondary courses available with an evening schedule include Aesthetics, Manicuring and Nursing Assistant programs. Tri-County's postsecondary programs have an average placement rate of over 90 percent. Tri-County offers access to Federal Financial Aid in the form of Pell Grants to qualifying students in our Practical Nursing and Adult Cosmetology programs with about one-third of our students taking advantage of the PELL grants. This offering continues to improve community access to these programs through this need-based support.

Adult Cosmetology: There were fourteen graduates from the Adult Day Cosmetology program in 2017. The Adult Day Cosmetology program is a full-time program that follows the high school calendar and runs from September to June. The Adult Evening Cosmetology schedule runs from September to July, Monday –Thursday evenings but otherwise mimics the day class. The student learns hairstyling, cutting, permanent waves, coloring, manicuring and skin care. This program provides students with the mandated 1,000 hours of schooling and prepares them to pass the State Board of Cosmetology's licensing exam. Registration for the program begins in the spring and details are available by contacting the Continuing Education office at Tri-County.

Adult Day Practical Nursing: Graduating 31 students in 2017, the Practical Nursing program continues to flourish. This is a full-time day program which follows the high school calendar as classes are held from September through June. The Practical Nursing program at Tri-County is designed to prepare graduates for the National Council Licensure Examination for Practical Nurses (NCLEX-PN), which tests for entry-level competency. Successful completion of this examination permits practice as a Licensed Practical Nurse (LPN). Registration for this program requires that prospective students take the TEAS (Test of Essential Academic Skills) exam. The pre-admission tests are administered from October to March. Details are available by contacting the Practical Nursing office at Tri-County.

Adult Evening Practical Nursing: Tri-County's two-year evening program began its new class schedule in September 2017 after graduating 11 students from the program in June of 2017. The evening Practical Nursing program is an eighteen-month program that is held on Tuesdays, Wednesdays and Thursdays, 4:00-9:30 p.m. After successful completion of the course, the students are eligible to sit for the NCLEX-PN examination for licensure. Successful completion of this examination permits practice as a Licensed Practical Nurse.

Continuing Education Program: The evening Continuing Education program at Tri-County consists of more than 100 traditional style courses that are offered in the fall and spring semesters. Additionally an expanding menu of distance learning (online) courses are now offered through the continuing education program. Registration for fall courses begins in July while registration for spring courses begins in December. Registration for distance learning classes is ongoing. Continuing Education course information can be found in brochures

available to the public via direct mail or the Tri-County Website. Program information along with online course registration is available at the Tri-County RVTHS website at <http://www.tri-county.us>, or by calling the Continuing Education office.

Summary

Tri-County Regional Vocational Technical High School is proud to provide a quality career education to the residents of its eleven member towns. Tri-County students are highly visible in our sending districts in a variety of roles. They serve as interns, summer employees, and cooperative education students, and have completed a number of outside projects within our member communities. Each of these experiences assists our students in demonstrating what they have learned in their vocational programs.

Vocational training is only part of our success. Academic preparation is noted through the growing number of scholarships acquired from local associations and organizations, as well as the increased number of students now attending college upon graduation. For the third year, Tri-County achieved a Massachusetts Department of Elementary and Secondary Education rating as a Level 1 school. We have begun a partnership with Mass Insight Education to double our qualifying AP scores over the next three years. In addition, our seniors must complete and pass all aspects of the Senior Project. The Senior Project is an excellent example of the integration of vocational and academic skills. Tri-County continues to prepare students as good citizens and this is witnessed through the actions of individual accomplishment of students through community service projects organized through a number of extra-curricular organizations. Our students participate in the annual *Holiday Gift Drive*, coordinated by the Santa Foundation. In another outstanding example of community school collaboration, Medical Careers students teamed up with Franklin Police and Arbella Insurance to educate teens about risky behavior behind the wheel. In addition, we are most excited to report that our Culinary Arts students and their teachers collaborated with Franklin Cable TV to produce *Cooking Thyme with Tri-County*.

Tri-County is your town's vocational technical school. Our goal is to prepare our students to be good citizens who serve their community. Many of the programs offered at Tri-County are available to the public and service programs are open to residents. Our facilities continue to be available to town administrators for meeting use.

Projects for member towns which were completed by Tri-County students included: *Carpentry Students* – completed construction of a large shed for the Millis Town Library; constructed 8 picnic tables for the Hockomock YMCA in North Attleboro; constructed display cabinets for the Medway Historical Society in Medway; began construction of a large storage shed for the DPW in Franklin. *Construction Crafts Laborer Students* – framed and poured concrete pad for Franklin Recreation Department; constructed concrete stairs leading up to the Franklin Police Department Building; *Electrical Students* – completed wiring for a large garage in Medfield.

Tri-County students also completed many projects located here at the school. Plumbing students repaired and replaced plumbing fixtures in the school; Electrical students installed lighting in various areas; Construction Craft Laborer completed masonry repairs; HVAC students installed an ice machine in our Athletic Trainer's room; Carpentry students built raisers for the school

garden ; CIS students re-designed the Tri-County website; Legal and Protective students developed a Public Safety Fair; and Medical Careers students developed a Hands-Only CPR campaign and a Summer Safety Fair.

Tri-County lives by its mission statement, specifically in the charge to prepare tomorrow's workforce; to provide a solid academic foundation for further education; and to prepare good citizens. Over the past year, this mission statement continued to move from words on a page, to action.

Respectfully submitted,

Tri-County Regional Vocational Technical School District



Town of Medway
BOARD OF SELECTMEN
155 Village Street, Medway MA 02053
Tel: 508-533-3264 Fax: 508-321-4988

VOLUNTEER FORM

Town government needs citizens who are willing to give time in the service of their community. The Board of Selectmen and the Town Administrator maintain a file as a means of compiling names of citizens who are willing to serve, on a voluntary basis, on boards, committees and as resource people.

We appreciate all our citizens and the efforts and contributions provided to the Town.
Thank you for volunteering in whatever capacity.

DATE:

NAME:

ADDRESS:

TELEPHONE NUMBER:

E-MAIL:

OCCUPATION:

BACKGROUND/EXPERIENCE:

COMMITTEES OF
INTEREST:

OTHER:

Important Telephone Numbers

Public Safety

Emergency Number	911
Police Department Business Line	(508)533-3212
Police Department Dispatch Fax	(508)533-9044
Fire Department Business & Inspections Line	(508)533-3213/3211
Fire Department Station I	(508)533-3213/3211
Fire Department Station II/Dispatch	(508)533-3209
Fire Department Fax	(508)321-4851
Highway Facility	(508)533-3275
Highway Facility Fax	(508)321-4985

Town Hall Offices

Administrative Offices

Town Administrator/Selectmen	(508)533-3264	(508)321-4988
Human Resources	(508)533-3294	(508)231-4940
Town Clerk	(508)533-3204	(508)533-3287

Financial Offices

Accountant	(508)533-3202	(508)533-3201
Assessors	(508)533-3203	(508)321-4979
Treasurer/Collector	(508)533-3205	(508)533-3207

Public Services

Animal Control	(508)533-3251	(508)321-4993
Building Department/ Zoning Enforcement	(508)533-3253	(508)533-3252
Community & Economic Development	(508)321-4890	(508)321-4915
Conservation Commission	(508)533-3292	(508)321-4984
Department of Public Services	(508)533-3208	(508)321-4985
Health Department	(508)533-3206	(508)321-4982
Planning Department	(508)533-3291	(508)321-4987

Community Service

Housing Authority	(508)533-2434	
Senior Center	(508)533-3210	(508)533-0386
Tree Warden	(508)533-3275	(508)321-4985
Veterans Agent	(774)233-7102	

Library

	(508)533-3217	(508)533-3219
--	---------------	---------------

School Department

Superintendent's Office	(508)533-2222	(508)533-3219
Operations and Finance	(508)533-3222 Ext. 3155	(508)533-3226
Athletic Director	(508)533-3227 Ext. 5120	
Cafeteria	(508)533-3227 Ext. 5126	
Community Education	(508)533-2222 Ext. 3185/3186	
Francis J. Burke Elementary	(508)533-3242	
High School Office	(508)533-3227	
John D. McGovern Elementary	(508)533-3243	
Memorial School	(508)533-3226	
Middle School Office	(508)533-3230	
Special Education Office	(508)533-3222 Ext. 5178	