

**Board of Selectmen's Meeting
February 16, 2016 --7:00 PM
Sanford Hall, Town Hall
155 Village Street**

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

Staff Present: Michael Boynton, Town Administrator; Allison Potter, Assistant Town Administrator;

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Chairman Foresto called the meeting to order at 7:00 PM and led the Pledge of Allegiance.

Public Comments: None.

Appointments – Agricultural Committee

The Board reviewed Letter of Interests and Resumes from Margaret Perkins, Paul Atwood and Bruce Hamblin. It was noted that specific appointment terms should be articulated for each applicant.

Present: Margaret Perkins, Paul Atwood and Bruce Hamblin.

Selectman Trindade moved that the Board approve the appointment of Margaret Perkins, Paul Atwood and Bruce Hamblin to the Agricultural Committee for staggered terms of one year, two years and three years respectively; Selectman White seconded. No discussion. VOTE: 5-0-0.

Chairman Foresto directed the new members to discuss what the charge for the Agricultural Committee should be and report back to the Board. Selectman Trindade suggested that they could reach out to Tina Wright about Open Space and ways to assist the farmers in town.

Appointment – Medway Pride Committee – Andrea Crow

The Board reviewed a Committee Volunteer Form from Andrea Crow.

Present. Andrea Crow.

Ms. Crow briefly spoke about Medway Pride Day and asked if the Town could possibly help out with the purchase of the banner. She noted that, in conversations with residents, people think it is just for children, but the day is really for people of all ages. The focus is to draw attention to the business community.

Selectman Trindade moved that the Board approve the appointment of Andrea Crow to the Medway Pride Day Committee for a one-year term; Selectman White seconded. No discussion. VOTE: 5-0-0.

Appointment – Board of Election Registrars - Judith L. Lane

The Board reviewed a Letter from the Democratic Town Committee.

Present: Judith Lane.

Ms. Lane stated she has been an election worker for several years. Selectman White added that Ms. Lane and another election worker set up shop at the high school to help register voters this year.

Selectman Trindade moved that the Board appoint Judith L. Lane to the Board of Registrars for a term ending on March 31, 2018; Selectman Crowley seconded. No discussion. VOTE: 5-0-0.

Approval – Agreement to Provide HVAC Work at Library – Ace Temperature Control, Inc. - \$12,500

The Board reviewed the following information: (1) Memorandum from Tom Holder, Director, Department of Public Services; (2) Bid results; and (3) Contract.

Present: David D’Amico, Deputy Director, Department of Public Services.

The Board expressed some concern over the broad range of bids. Mr. D’Amico responded that this is fairly common with HVAC. Chairman Foresto asked if some of the work on this job is being done by DPS staff. Mr. D’Amico responded that the electrical, HVAC, alarm work and some plumbing is being bid out.

Selectman Trindade moved that the Board execute a contract with Ace Temperature Control Inc. for HVAC work to be done in the “maker space” at Medway Public Library in an amount not to exceed \$12,500; Selectman White seconded. No discussion. VOTE: 5-0-0.

Approval – Agreement for Land Management Plan – The Conway School - \$6,500

The Board reviewed the following information: (1) Memorandum dated February 11, 2016 from Bridget Graziano, Conservation Agent; and (2) Proposed Contract with Conway School of Landscape Design.

Mr. Boynton reported that this appropriation was approved at Fall Town Meeting.

Selectman Trindade moved that the Board execute a contract with The Conway School for a land management plan in an amount not to exceed \$6,500 conditioned upon the approvals of both the Town Accountant and Town Counsel; Selectman White seconded. No discussion. VOTE: 5-0-0.

Review and Approval – May 9 Special and Annual Town Meeting Warrants

The Board reviewed the following information:

Mr. Boynton clarified that these are drafts and the Board could postpone approval until the next meeting.

At this time, the Board reviewed the Warrants with general discussion. Substantive comments are referenced below:

Special Town Meeting Warrant

Article 2 – This article is a transfer of funds to cover the expense of a repair.

Article 3 –Mr. Boynton clarified that a temporary repair was previously done. The Town of Franklin needs to do some work; this represents an extension of time.

Article 4 – The Board ask why the money was being taken out of these particular accounts. Brief discussion followed on financial procedure, specifying that the Town has to pay the bill first and then get a credit.

Annual Town Meeting

There was brief discussion on including an article relative to the proposed Exelon expansion. Otherwise, articles were reviewed in numerical sequence. Only substantive comments are included below:

Articles 3, 4 and 5 – Selectman Crowley asked for more information, i.e., how it relates to the fee schedule, year-to-date expense items, and percentages of increase. What were budgets last year?

Article 18 – Selectman Crowley expressed concern for lack of a design or bids, and related information was scarce. Chairman Foresto advised the Town Administrator to secure more information from the proponent or the article will not be included on the warrant.

The Board opted not to review Planning Board articles at this time. A placeholder article for improvements to playground equipment will be added. Mr. Boynton will get the report from Gale Associates, adding that matching funds will be needed.

Approval – One-Day Liquor License Applications

The Board reviewed applications and Police Chief's recommendations from the following people for respective events at the Thayer Homestead: (1) Jennifer Smith – April 9, 2016; (2) Lisa Velluti – May 1, 2016; (3) Laurie Paradis – May 14, 2016; and (4) Ryan Waterman – May 14, 2016

Selectman Trindade moved that the Board approve all one-day liquor licenses as presented (Smith, Velluti, Paradise and Waterman) subject to fulfillment of the Police Chief's recommendations and evidence of appropriate insurance coverage for each respective event; Selectman White seconded. No discussion. VOTE: 4-0-0 -- Selectman Crowley was out of the room at the time of the vote.

Action Items from Previous Meeting

The Board reviewed the Action Items List.

Mr. Boynton noted that many of these will be covered in his report.

Approval of Warrants

The Board reviewed Warrant 16-24.

Selectman Trindade read loud Warrant 16-24, dated 2/18/2016, presented for approval:

Town expense	<u>\$1,185,147.10</u>
TOTAL	\$1,185,147.10

Selectman Trindade moved that the Board approve the Warrant as read; Selectman White seconded. No discussion. VOTE: 5-0-0.

Approval of Minutes

The Board reviewed draft minutes from October 13, 2015; October 19, 2015 (resubmitted/amended); and November 23, 2015.

Selectman Crowley asked for clarification on page 1, line 34 of the October 13 minutes. Those will be placed on another agenda.

Selectman Trindade moved that the Board approve the minutes of October 19, 2015, as presented; Selectman White seconded. No discussion. VOTE: 5-0-0.

Selectman Trindade moved that the Board approve the minutes of November 23, 2015, as presented; Selectman White seconded. No discussion. VOTE: 5-0-0.

Town Administrator's Report

Mr. Boynton reported that, due to difficulties with equipment, the Town is borrowing some from the Town of Milford. Winter is not kind on equipment, and the "patch" truck has a blown engine. We will look into creative leasing for a three-year term while funds are built up for purchase.

Updates on the Snow & Ice Budget and the Road Improvements Projects Listing were distributed. Mr. Boynton also distributed a listing of possible state funding requests.

At a recent meeting of the Veterans District, it was noted that many spouses of WWII veterans are in senior housing and have claims for things not covered by Medicaid, expenses that are one-time things such as hearing aids. Mr. Boynton acknowledged that the Veterans Agent budget has been under-funded every year. Brief discussion followed on how clients are vetted for eligibility.

Selectmen's Reports

Selectman Crowley asked if the trail grant application for \$50,000 (matching grant) had been submitted. Mr. Boynton responded that Mr. Wieler did send it in.

Selectman Crowley also asked about leaseholder agreements for the Medway Community Farm. Brief discussion followed.

At 8:35 PM Selectman Trindade moved that the Board enter Executive Session under Exemptions 3 and 6: To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares [Exelon]; and to consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body [6 Industrial Park Road], not to return to public session. Selectman White seconded the motion. Chairman Foresto did so declare. No discussion. Roll Call Vote: 5-0-0 – (Crowley, aye; D'Innocenzo, aye; Foresto, aye; Trindade, aye; White, aye).

Respectfully submitted,
Jeanette Galliardt
Night Board Secretary