

**Board of Selectmen's Meeting  
November 20, 2017 -- 7:00 PM  
Sanford Hall, Town Hall  
155 Village Street**

**Present:** Maryjane White, Chair; Richard D'Innocenzo, Vice Chair; Glenn Trindade; Member; John Foresto, Member

**Absent:** Dennis Crowley, Clerk

**Staff Present:** Michael Boynton, Town Administrator; Allison Potter, Assistant Town Administrator; Stephanie Mercandetti, Director, Community and Economic Development; Carol Pratt, Finance Director; Mary Becotte, Communications Director; Joanne Russo, Treasurer/Collector.

**Others Present:** Historical Committee: Jeanne Johnson, Chair; Paul Russell, Vice-Chair, Gene Liscombe, Treasurer; Redevelopment Authority: Andy Rodenhiser, Chair, Michael Griffin, Vice-Chair, Douglas Downing, Treasurer, Rori Stumpf, Paul Yorkis.

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At 7:01 PM Selectman White called the meeting to order and led the Pledge of Allegiance.

**Public Comments:** None

Town Administrator Boynton congratulated the Medway High School girls' soccer team on a great season.

**Public Hearing: Tax Classification**

*The Board Reviewed the Tax Classification Presentation.*

Present: Carol Pratt

Town Administrator Boynton stated that Selectman Crowley requested the formal presentation be postponed until he is present at the next Selectmen's Meeting. Finance Director Pratt noted that the Board still needed to vote the Tax Classification at this meeting, noting the single residential tax rate of \$17.66 of a typical single family home value of \$406,200, which is a 3.7% increase over last year.

**Selectman Trindade moved that the Board approve the single tax rate for 2018 and there be no residential or commercial exemption. Selectman D'Innocenzo seconded.** Discussion: Mr. Boynton stated that the Board needed to vote to open and close the public hearing prior to a vote on the tax classification allowing for public comment. **Selectman Trindade moved to rescind the original motion. Selectman Foresto seconded. Vote: 4-0-0**

**Selectmen Trindade moved to open the Fiscal Year 2018 Tax Classification Public Hearing. Selectman Foresto seconded. Vote: 4-0-0**

Mr. Boynton explained that if the tax rate is split, there is minimal savings to residents but a substantial impact on commercial businesses. This would hinder our ability to increase commercial business.

Public comments: None

**Selectman Trindade moved to close the Fiscal Year 2018 Tax Classification Public Hearing. Selectman Foresto seconded. Vote:-4-0-0.**

**Selectman Trindade moved that the Board approve the single tax rate for Fiscal Year 2018 and there be no residential or commercial exemption. Selectman D’Innocenzo seconded. No Discussion. Vote: 4-0-0.**

**Approval of Minutes: October 16, 2017, October 30, 2017, November 6, 2017, and November 13, 2017**  
*The Board reviewed the draft minutes of October 16, 2017, October 30, 2017, November 6, 2017, and November 13, 2017.*

**Selectman Foresto moved that the Board approve the minutes for October 16, 2017. Selectman Trindade seconded. No Discussion. Vote: 4-0-0**

**Selectman Foresto moved that the Board approve the minutes for October 30, 2017. Selectman Trindade seconded. No Discussion. Vote: 4-0-0**

**Selectman Foresto moved that the Board approve the minutes for November 6, 2017. Selectman Trindade seconded. No Discussion. Vote: 4-0-0**

**Selectman Foresto moved that the Board approve the minutes for November 13, 2017. Selectman Trindade seconded. No Discussion. Vote: 4-0-0**

#### **Report from the Historical Commission**

Present: Jeanne Johnson, Chair; Paul Russell, Vice-Chair; Gene Liscombe, Treasurer

Ms. Johnson presented a three part discussion: (1) accomplishments, (2) current action items, and (3) pending action items.

Ms. Johnson noted multiple accomplishments over the past twelve months some of which included: (1) identification and marking of a mass burial site at Oakland Cemetery. Mr. Russell explained the process and details of how this was accomplished noting the markers will be installed in the spring. (2) recognition of the GAR site across from the police station as historically significant; (3) revision of the historical properties by-law at the November 13, 2017 fall town meeting; and (4) review of multiple historical sites inclusive of public hearings and delays of demolition, i.e. 158 Main Street, 5 Highland Street, etc.

Ms. Johnson discussed the current action items which included: (1) Evergreen Cemetery placement on the national historical listing; Mr. Russell explained the next steps and requirements. (2) Creation of a spreadsheet of Medway residents located in other cemeteries which will then be provided to the Town Clerk; (3) Creation of a model of the original Town Hall that would rotate being displayed at various town locations; it was noted that the original Town Hall was located where the existing Town Hall sits. Mr. Russell will be working with an architectural student from Boston University on this project. (4) Clean-up of the site of the first house in the Town of Medway, the Garnsey House, located near the dog park. Mr. Russell is in contact with the Archeology department at Boston University. (5) Obtaining a

Boston Post Cane replica noting the CPC provided funding for this object; (6) Defining a process for the design and implementation of historical house plaques; Ms. Johnson noted they would like to have some “official” designation on each as approved by Historic Commission. (7) Digitizing the comprehensive survey of the historic properties listing; (9) Revision of the definition of a historic property based on the new by-law passed at fall town meeting; and lastly (10) Organization of the files in the Town Hall basement.

Ms. Johnson stated the Historical Commission meets the first Wednesday of every month. Selectman White thanked Ms. Johnson and the committee for all their efforts.

### **Report from the Redevelopment Authority – Status of Urban Renewal Plan**

Present: Andy Rodenhiser, Chair; Michael Griffin, Vice-Chair

Mr. Rodenhiser stated after many public meetings, they are getting ready to send letters to the property/parcel owners to seek a land-pooling effort. Once the property owners consent, the property will be pooled and they will then go to a developer for planning. Zoning changes would then be required once the group is established and a developer is selected. The plan would be for a lifestyle center including housing, shops, hotel, restaurants and specific endeavors that would support the residents and businesses in the area. One potential example discussed was a brew pub located in the Cybex area. They have been working with the Treasurer/Collector to get delinquent properties signed over. They have also been working with DPS for signage on Trotter Drive and have a capital request in to the Massachusetts Department of Transportation (MassDOT) for signaling Trotter Drive to help with traffic mitigation. This would also contribute to reducing developer costs if MassDOT will provide the funding. Mr. Rodenhiser stated he is optimistic they will receive MassDOT funding.

Mr. Rodenhiser stated that since Dick Williams has passed and this was very important to him, they are hoping to get this wrapped up. Ms. Mercandetti has been working with a couple of developers and Mr. Yorkis has been reaching out to the greater Boston Realty Board who per Mr. Yorkis has agreed to package and sell at no cost.

Mr. Rodenhiser requested that the Board officially vote to approve the Medway Lions annual Christmas tree sale at the Plaza.

**Selectman Trindade moved that the Board approve the Medway Lions annual Christmas tree sale at the Plaza. Selectman D’Innocenzo seconded. No discussion. Vote: 4-0-0.**

### **Authorization to Spend Massachusetts Department of Environmental Protection (MassDEP) Sustainable Materials Recovery Program Funds for Recycling Programs - \$5,400**

*The Board reviewed the Notice of Donation Fund/Authorization to Spend Form dated November 15, 2017.*

**Selectman Foresto moved that the Board authorize the expenditure of Massachusetts Department of Environmental Protection (MassDEP) Sustainable Materials Recovery Program Funds for recycling programs in the amount of \$5,400. Selectman Trindade seconded. No Discussion. Vote: 4-0-0.**

### **Discussion – Water Treatment Options**

*The Board reviewed the Report on Water System Integrity, November 2, 2017 from Haley & Ward.*

This item will be addressed at the next Selectmen's Meeting. Selectman Foresto stated that we have both a quantity and a quality issue. The Board will need a recommendation from the Water and Sewer Commission for pricing to be placed on the Annual Town Meeting warrant for May 2018.

Town Administrator Boynton stated this is a centralized treatment option with two difference processes tied together, more on the quality side, noting that both quantity and quality will have a substantial impact requiring MassDEP permission. MassDEP will need to say that we have ability to draw more water and that we have the capability and mechanisms in place that will not negatively impact/affect the environment, specifically the Charles River. We will need to plan for future expansion with the cost in the double digit millions. Those residents and groups most concerned with long-term water quality need to work with us on this project. Selectman Foresto pointed out that if the Town loses one well during the summer, the result would be serious shortage issues. Selectman Trindade would encourage the Water and Sewer Commission to reach out to community. Selectman Foresto stated that this issue does not affect all of the town's residents; there are a substantial number of residents with private wells. Mr. Boynton stated we would need state assistance from the MassDEP and the Massachusetts Water Pollution Trust. He suggested a special joint meeting with the Water and Sewer Commission be scheduled.

**Approval – Contract with Greater Attleboro-Taunton Regional Transit Authority for Transit Services**

*The Board reviewed the memo dated November 15, 2017 from Courtney Riley and the GATRA contract.*

**Selectman Trindade moved that the Board authorize the Chair to execute the Fiscal Year 2018 contract with the Greater Attleboro-Taunton Regional Transit Authority for transit services. Selectman D'Innocenzo seconded. No Discussion. Vote: 4-0-0.**

**Approval – Contract with Katherine Tonelli for Nursing Services for the Council on Aging not to exceed \$7000**

*The Board reviewed the memo dated November 15, 2017 from Courtney Riley and the contract with Katherine Tonelli.*

**Selectman Foresto moved that the Board authorize the Chair to execute the contract with Katherine Tonelli for Nursing Services for the Council on Aging not to exceed the amount of \$7,000 for Fiscal Year 2018 subject to receipt of the Certificate of Massachusetts State Tax Compliance, Certificate of Non-Collusion and proof of appropriate liability coverage. Selectman Trindade seconded. No Discussion. Vote: 4-0-0.**

**Approval of the Advance of Funds in Lieu of Borrowing - 123 Holliston Street - \$510,000 and Parks Improvement Project - \$2,450,000**

*The Board reviewed the Advance of Funds in Lieu of Borrowing Report for 123 Holliston Street Form and the Advance of Funds in Lieu of Borrowing Report for Parks Improvement Project Form.*

Present: Carol Pratt, Joanne Russo

Finance Director Pratt explained that both of these approvals result from Fall Town Meeting approving the purchase of 123 Holliston Street and the Parks Improvement Projects. These approvals resulted in the need for these funds in lieu of borrowing to provide funding for the first payment per the contractual agreement for 123 Holliston Street and the \$2,450,000 for the Parks improvement project

based on State's commitment to provide \$350,000. Ms. Pratt explained the temporary and permanent funding plans for these two items to ensure the Town obtains the most favorable interest rates.

Town Administrator Boynton stated, if it looks like we will have the capacity from Free Cash, we may BAN it longer. He also noted the Massachusetts Municipal Association stated that under the new House federal tax plan, some of the public/private bonds may lose their tax exempt status.

**Selectman Foresto moved that the Board vote to approve the advance of funds in lieu of borrowing in the amount of \$510,000 for the initial payment for the purchase of 123 Holliston Street. Selectman Trindade seconded. No Discussion. Vote: 4-0-0.**

**Selectman Trindade moved that the Board vote to approve the advance of funds in lieu of borrowing in the amount of \$2,450,000 for the Parks Improvement Project. Selectman D'Innocenzo seconded. No Discussion. Vote: 4-0-0.**

**Vote – Approve Sale of Tax Title Liens - Based on the Recommendation of the Tax Title Review Taskforce**

Present: Carol Pratt, Joanne Russo

Ms. Pratt stated the committee met multiple times noting two types of properties, those the Taskforce feels comfortable selling and those the Town wanted to hold onto. The first notification went out two weeks ago to those properties in tax title and the plan is to go to auction in January. Ms. Russo stated most contact was very positive. She stated most have tried to set up payment plans or work through how to have the taxes paid off in December. Ms. Pratt stated the committee will meet again in January, look at the updated listing and determine the final list for auction.

Selectman Foresto asked who was on the committee. Ms. Pratt stated it was a nicely rounded committee including the Community and Economic Development Department along with the Board of Health and Conservation Commission who both completed a thorough property review. Ms. Mercandetti also provided photos of the properties. Ms. Pratt stated it resulted in a very informed decision.

**Selectman Trindade moved that the Board vote to approve the sale of the Tax Title Liens as discussed and recommended by the Tax Title Review Taskforce. Selectman Foresto seconded. No Discussion. Vote: 4-0-0.**

Town Administrator Boynton commended and congratulated Ms. Russo who recently received her certification as a Municipal Treasurer/Collector.

**Discussion/Vote – Fiscal Year 19 Budget Policy**

*The Board reviewed the Fiscal Year 19 Budget Policy memo Dated November 20, 2017.*

Present: Carol Pratt

Town Administrator Boynton stated the policy is similar to the past year with exception of the Exelon funds.

**Selectman Trindade moved that the Board vote to approve the FY19 Budget Policy as documented in the memo dated November 20, 2017. Selectman D’Innocenzo seconded. No Discussion. Vote: 4-0-0.**

**Presentation – Five Year Revenue and Expense Forecast**

*The Board reviewed the FY19-FY23 Budget Projections Spreadsheets dated November 15, 2017.*

Present: Carol Pratt

Town Administrator Boynton stated we always show a deficit at this point in the budgeting process. The health insurance rates are the issue as to why we are showing a deficit. Our health claims experience post July will determine how our experience will impact our rates with the hope that they would decrease. The budget for next year’s health insurance is increased 10% and we continue to work on this line item as we do not want to go back to the employees to make adjustments. Mr. Boynton noted this is super early in process but wants to get the budget instructions out to the department heads to allow them to work on this.

Finance Director Pratt reviewed the revenue assumptions noting specifically the Exelon pilot payment and stabilization transfer of \$450,000 as agreed upon from the \$1.7 million of Exelon permitting fees with the intent to relieve the taxpayers.

Ms. Pratt then reviewed the expenditure assumptions noting they are based on the past Exelon funding discussions. Although, the budget is showing a deficit, she is confident this will be resolved by the end of the budgeting process.

**Discussion/Vote – 2018 Annual Town Meeting**

Assistant Town Administrator Potter stated that per the Town Charter, annual town meeting cannot be earlier than what is set in the Charter, but can be moved forward. The Town Charter Town states the Annual Town Meeting is the second Monday in May and the Annual Town Election is the third Tuesday in May. For 2018, this results in the election being one day following the Annual Town Meeting.

**Selectman Foresto moved that the Board vote to approve the date of May 21, 2018 for the 2018 Annual Town Meeting. Selectman Trindade seconded. No Discussion. Vote: 4-0-0.**

**One-Day Liquor License Request:**

*The Board reviewed the Police Chiefs Recommendation for Leanne Harris/The Republican Town Committee’s event to be held at the Thayer Homestead on December 7, 2017.*

**Selectman Trindade moved that the Board approve the one-day liquor license for Leanne Harris/The Republican Town Committee’s event to be held at the Thayer Homestead December 7, 2017 subject to the Police Chief’s recommendations and proof of appropriate insurance coverage. Selectman Foresto seconded. No discussion. VOTE: 4-0-0**

**Action Items from Previous Meeting:**

*The Board reviewed the Action Items list dated October 3, 2017.*

Town Administrator Boynton stated the OPEB trust/investment advisory committee has been referred to the Charter Committee. They will need to come to the Board with specific recommendations. He would like to remove Action Items five through eight; Recreational Facility Improvements, Urban

Renewal Plan submission to State, CH90 funds expenditure policy {roads and sidewalks}, OPEB trust management; and number eleven; Tax Title-identify parcels for auction, and keep nine; Unaccounted for Water Loss Report, and ten; Water Treatment Options; separate. Action Item: Obtain from DPS a comparison of water usage of the current year and the last year.

Cable License Renewal (Comcast): Selectman Foresto stated finalization of this renewal is approximately eight to nine months away.

DPS Facility Building Project: Mr. Boynton stated the Form A is being completed to present to the Planning Board.

Route 109 Project: Mr. Boynton stated the MassDOT plans to continue on the project as long as they can based on the weather. The gas company is working independently on two areas: (1) Pond Street to Medway Block and (2) Dunkin Donuts to Holliston Street. They will continue through the winter. He anticipates Amorello will cease work in the next thirty days and resume in April. They plan to do Holliston and Main Street and Franklin and Main Street but will not do both at same time. Mr. Boynton stated it is mission critical for the gas company to complete their work.

#### **Town Administrator's Report:**

Municipal Aggregation Update – 6-Month Rate: The Eversource new rate as of January 1<sup>st</sup> is 13.1 cents per kilowatt hour, which is up from ten cents. The Energy Committee recommended a 100% wind product at 11.7 cents per kilowatt hour. The twelve month rate has only a less than one cent difference and could be higher so we chose to go with the six month rate. We will need to observe what Eversource does with the pass through capacity when the summer rates come out. We will then go back out again in April/May for the next six months in order to obtain the best rates.

School Committee Vacancy – Filling Process: At the School/Town Leadership meeting today, there was confirmation of the letter of resignation from Rich Eustis. This vacancy will be filled by a joint vote with the Board of Selectmen and the School Committee. The School requested that they post the vacancy and request letters of interest to be submitted to the School Committee. Depending on the response, we may need a sub-committee to review the applicants first. The School is looking to fill the vacancy by December. Selectmen Foresto and Trindade agreed to be on the sub-committee if needed.

Route 109 Project – Correction on 3 Driveways: Three commercial driveways were determined to be too small and needed adjustment. Mr. Boynton signed the paperwork with MassDOT today. The cost back to the Town was \$1500 per driveway. Selectman Crowley was directly involved with the resolution of this issue.

Town Meeting Follow-Up: Mr. Boynton reviewed all Articles and determined the next steps along with Assistant Town Administrator Potter. He noted that the closing on the purchase of 158 Main Street will be in April 2018. He stated that the date of the initial payment for the purchase of 123 Holliston Street needed to be adjusted. He noted there will be no executive session on Glen Brook Way as Town Counsel found some technical changes that needed to occur in the agreement along with some adjustments to the Affordable Housing Trust sections. Ms. Potter is working with CBA to ready the contracts for the playground projects noting there are three separate contracts plus the contract with CBA for project oversight. Mr. Boynton stated he had positive discussions with Eversource related to the Oakland Park project. The plan is for above the ground wiring for the Senior Center and reduced

scale underground wiring for the park to reduce the underground conduit and cost. Mr. Boynton reported the four full-time Firefighter positions have been posted.

Veterans District Update & State Funding Request: Mr. Boynton reported meeting with them today and he would like to have the new Director and part-time Veterans agent update the Board in February. He noted that Veterans not eligible for one of the state/federal programs are running up against significant financial issues, noting we have a limited base to provide support. He would like to work with the Metro West Veterans District to provide seed money noting the idea is very conceptual at this point in time.

Christmas Parade & Fireworks – Saturday, November 25<sup>th</sup>: Mr. Boynton stated the parade will begin at 5:30pm and will be followed by the fireworks. He tipped his cap to the committee for all of their efforts on this event.

Thanksgiving Holiday Schedule: Mr. Boynton noted Town Hall will be closing on Wednesday, November 22<sup>nd</sup> at 12:30pm and will be closed on both Thursday and Friday per contractual agreements. Mr. Boynton thanked each member of the Board and wished the Board and all Medway residents a happy Thanksgiving.

#### **Selectmen's Reports:**

Selectmen Foresto stated he received very positive feedback from town meeting. Residents stated their appreciation for looking forward and talking about the future. It was noted the attendance was 240 residents.

Selectman D'Innocenzo wanted to commend the Medway High School girls' and boys' soccer teams and all of the athletic teams. He reminded all of the Turkey Trot scheduled for Thanksgiving Day noting this is a good fundraiser for high school uniforms. He wished all a Happy Thanksgiving. Mr. Boynton requested that the residents not park on the wet grass and noted that DPS will be putting up no parking signs where appropriate and have swept the route.

Selectman Trindade commended the work by DPS stating they have really been on top of issues that he has seen while out walking his dog.

Town Administrator Boynton reported that Steve Carew will be replacing Fred Sibley and Daryl Blethen will be filling Steve Carew's position. He also noted the Compliance Officer position has been filled.

Selectman White stated the dedication of Chicken Brook Bridge was well attended.

Town Administrator Boynton noted there are plans for a bonfire for Wednesday night back by the baseball field weather permitting.

**8:25 PM Selectman Trindade moved to adjourn. Selectman Foresto seconded. No discussion. VOTE: 4-0-0.**

Respectfully submitted,  
Liz Langley  
Administrative Assistant  
Town Administrator's Office