

**Board of Selectmen's Meeting
January 16, 2018 -- 7:00 PM
Sanford Hall, Town Hall
155 Village Street**

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

Staff Present: Michael Boynton, Town Administrator; Allison Potter, Asst. Town Administrator; Chief Allen Tingley.

Others Present: Andy Rodenhiser, Chair, Planning and Economic Development Board.

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

Selectman White & Town Administrator Boynton announced the loss of our colleague Stephanie Mercandetti, Director of Community & Economic Development who lost her battle with cancer on Sunday, January 14th. Mr. Boynton extended our deepest condolences to her family and requested a moment of silence in her memory.

Public Comments: None

Approval of Minutes: January 2, 2018

The Board reviewed the draft minutes of January 2, 2018.

Selectman Trindade moved that the Board approve the minutes for January 2, 2018. Selectman Foresto seconded. No Discussion: VOTE: 4-1-0. Selectman D'Innocenzo abstained as he was not present at the meeting.

Appointment Consideration – Medway Pride Day Committee – Jennifer Pavlov

The Board reviewed (1) January 10, 2018 e-mail statement of interest (2) January 10, 2018 e-mail recommendation from committee chair Sarah Stone

Ms. Pavlov reviewed her background as a Medway resident for over ten years and her prior experience on the Medway Pride Day Committee for the past two years.

Selectman Trindade moved that the Board appoint Ms. Pavlov to the Medway Pride Day Committee for a 1 year term. Selectman Foresto seconded. No Discussion. Vote: 5-0-0

Authorization to Spend 2017 Massachusetts Emergency Management Agency (MEMA) Grant funds for Emergency Preparedness Supplies - \$3,220

The Board reviewed (1) the Notice of Award of the 2017 MEMA Emergency Preparedness Grant, (2) the e-mail dated December 26, 2017 from Lorri Gifford, MEMA Grants Management Specialist, (3) the Commonwealth of Massachusetts Standard Contract Form

Present: Chief Allen Tingley

Chief Tingley explained this is a yearly applied for grant which provides a limited list of specific available items. This year the items include, 2 small Honda generators, light accessories, and eight oversized military cots. Chief Tingley noted he also applies yearly through Blackboard Connect for matching funds for this grant.

Selectman Trindade moved that the Board authorize the expenditure of the 2017 MEMA Grant funds for Emergency Preparedness Supplies in the amount of \$3,200. Selectman Foresto seconded.

Discussion: Chief Tingley noted the amount was for \$3220. Selectman Crowley asked for the current total number of generators. Chief Tingley stated six. **Selectman Trindade amended the motion and moved that the Board authorize the expenditure of the 2017 MEMA Grant funds for Emergency Preparedness Supplies in the amount of \$3,220. Selectman Foresto seconded. No further Discussion. VOTE: 5-0-0**

Vote – March 6, 2018 Special Election Ballot Question

The Board reviewed (1) the March 6, 2018 ballot question (2) the zoning map noting the locations of the three zoning districts where non-retail marijuana establishments could be authorized by special permit from the PEDB.

Present: Any Rodenhiser, Chair, Planning and Economic Development

Town Administrator Boynton reviewed the specific language under Massachusetts General Law 94G Section 3 Subsection (e) which details the three specific requirements for the content of this ballot noting the format cannot be changed. The only discretionary section is the summary. The exact text provided by Town Counsel to the Board for their vote is exactly how the ballot must read. Selectman Crowley would like to have added to the ballot language explicitly stating what a yes vote means and what a no vote means. After further discussion, Selectman Crowley will be in contact with Town Counsel to determine the feasibility of adding this language. If allowed, the Board will meet this Friday to vote on the amended ballot language. Selectman White noted that signs and handouts may be made available to voters explaining what a “yes” vote and a “no” vote specifically means.

Mr. Rodenhiser stated the importance of posing this ballot question. Selectman Crowley asked if the specific zoning information must be included in the ballot. Mr. Boynton confirmed that it must be included as this is a zoning by-law. Selectman White noted that the resident voters will not have the benefit of the zoning map provided to the Board to fully understand the content of the ballot. Brian Adams, of 2 Milford Street and Chair of the Medway Democratic Town Committee, is planning an information session on Wednesday, February 28th at 7pm at the Senior Center and requested the attendance of the Town Administrator, a member of the Board and the Chief of Police. After further discussion, the session will be relocated to Sanford Hall so it may be recorded and broadcast live. Mr. Boynton, Selectman White and Chief Tingley will be attending. Mr. Adams is hoping to have a member of the state Cannabis Control Commission as well as Representative Brian Murray to moderate. Action Item for Town Administrator’s Office: Coordinate use of Sanford Hall.

Selectman Trindade moved that the Board approve the March 6, 2018 Special Election Ballot Question as presented. Selectman Foresto seconded. No Discussion: VOTE: 5-0-0

Vote – Close March 19, 2018 Special Town Meeting Warrant

The Board reviewed the draft March 19, 2018 Special Town Meeting Warrant.

Present: Andy Rodenhiser, Chair, Planning and Economic Development

Mr. Rodenhiser reviewed the content and intent of Article 4 that was added and just made available to the Board at this meeting. He stated the intent is to keep retail and medical business located separately. Mr. Boynton stated the current by-law limits medical establishments by 500 feet and a national company is looking to locate less than 500 feet from the current establishment. He reviewed the additional warrant articles presented noting the need for a vote of the Board to close the warrant and that the language may still be adjusted.

Selectman Trindade moved that the Board vote to approve to close the Special Town Meeting Warrant on March 19, 2018. Selectman Crowley seconded. No Discussion: VOTE: 5-0-0

One-Day Liquor License Requests:

The Board reviewed the Police Chief's recommendations for RE/Max Executive Realty/Daniel Benabou, Kathleen Nora, Meaghan Quilop/Charles River Chorale, and Laina Kaplan/Northeast Signature Properties for the events to be held at the Thayer Homestead on January 24th and 28th, and February 6th and 9th, 2018.

Selectman Trindade moved that the Board approve the one-day liquor licenses for RE/Max Executive Realty/Daniel Benabou, Kathleen Noran, Meaghan Quilop/Charles River Chorale and Laina Kaplan/Northeast Signature Properties for the events to be held at the Thayer Homestead on January 24th and 27th and February 6th and 9th, 2018 respectively, subject to the Police Chief's recommendations and proof of appropriate insurance coverage. Selectman Foresto seconded. No discussion. VOTE: 5-0-0.

Action Items from Previous Meeting:

The Board reviewed the Action Items list dated December 28, 2017.

Unaccounted for Water Loss Status Report: Selectman Crowley requested an updated report for this winter compared to last winter. Town Administrator Boynton stated he will attempt to obtain this prior to the return of DPS Director D'Amico who is on vacation for the next two weeks.

Town Administrator's Report:

FY2019 Budget Process Update: Town Administrator Boynton reported that all departments have submitted their budgets which are in review by the Finance Director noting any gaps will be addressed prior to submission to the Board. A draft budget will be circulated to the Board in early February. The Board will then meet the last Saturday in February or the first Saturday in March to review the budget. The budget will then be forwarded to the Finance Committee. Mr. Boynton requested the Board contact him with any specific questions.

Playgrounds Project – Logistics Planning: Town Administrator Boynton stated the need for logistics planning meetings since (1) Choate will not be available for summer camps, (2) Oakland and the Senior Center will not be available for Camp Sunshine and (3) to determine if any other events will be impacted. He has already notified Superintendent Pires regarding the summer camps. Selectman White suggested the VFW as a potential location for Camp Sunshine. Mr. Boynton will contact John Larney regarding that option. The need for implementation of 2-way traffic access while the Oakland lot is unavailable and the specific impact on the Senior Center operations was discussed. It was noted that

this will need to be addressed by the contractor as a first priority. All stakeholders will need to have a meeting to discuss and plan alternative locations for the impacted events. Selectman Crowley noted the need for information ASAP as to the impact on Family Day which has been historically held at Choate Park. He questioned cancelling Family Day but continuing with the Band and Fireworks. Selectman Foresto questioned when the Choate parking lot would be available as well. Mr. Boynton was concerned with the Fireworks due to lack of parking but felt that the Band would not be an issue. Jennifer Pavlov asked about the impact on soccer. Selectman Trindade stated the soccer groups were aware spring soccer would not be available at Oakland but not about the fall. He also stated that Medway Baseball needs to be made aware of the impact as well. Mr. Boynton stated solutions will be available but we will need to have a meeting with all stakeholders to determine specific solutions for those impacted.

Tri-County Project (\$12.7M) Meeting – February 9th 9:00AM: Town Administrator Boynton reported that Tri-County will be asking for \$12.7 million for critical renovations as was presented by Linda Reynolds and discussed at the December 18th, 2017 Selectmen's meeting. This will translate into approximately \$48,000-54,000 in debt service cost to Medway. He will not be available for the February 9th meeting at 9am but Assistant Town Administrator Potter and Finance Director Pratt will be attending in his absence. He will reach out to Tri-County regarding the specific requirements for the funding approval process.

VFW Closing – Complete --- 158 Main Street Closing in April: Town Administrator Boynton reported the closing on the VFW occurred on Friday, January 12th and the closing on 158 Main Street is scheduled for Wednesday, April 4th at 10am. The Purchase and Sale on Zero Crooks Street is still pending but the DPS Building Committee will be meeting on Monday, January 22nd at 4pm to begin the design phase.

Annual Legislative Breakfast – Saturday February 3rd: Town Administrator Boynton reminded all that the Annual Legislative Breakfast will be on Saturday, February 3rd at 9am at the Middle School in the Presentation Room.

Town Administrator Out of Office: Town Administrator Boynton reported he will be out of the office as follows:

- Thursday afternoon through Friday, January 18-19 for the annual MMA Conference in Boston
- February 7 through February 13th for vacation with Assistant Town Administrator Potter as acting Town Administrator

Selectmen's Reports:

Selectman Foresto reported attending the Integrated Water Resources Management meeting along with Ms. Potter noting the need to drive down the unaccounted for water loss to 10% for relief from permitting. He reiterated his concern that if the Populatic well goes off-line during peak usage "we are sunk". Town Administrator Boynton reported the Water and Sewer Commissioners just completed a tour of the Bellingham plant, noting Bellingham has a 15-20% loss along with quality and contamination issues. He reported that Deputy DPS Director Smith is working with Weston and Sampson who estimates quotes for the design work for the Brentwood and Holliston project at \$100,000 - \$150,000 anticipating those same costs to address capacity for the engineering/survey work to determine satellite well(s) location(s). Mr. Boynton questioned moving forward on the quality/treatment issue related to permitting and engineering. He stated the Holliston and Brentwood piping costs are approximately \$2.5 million. He noted the Water and Sewer Commissions are working very hard on these issues. Selectman

Crowley noted that residents will need to be aware of the impact on water rates. It was noted that Holliston Street will not be addressed until the completion of the Route 109 project.

Selectman Foresto commended the new staff at the Recycling Center on their professionalism and communication with residents.

Selectman Crowley asked when the second quarter financial results would be available. Town Administrator Boynton reported next week. Selectman Crowley updated the Board on the Real Estate Tax Title project noting two sections have been identified: (1) those that will go out to auction and (2) those that the Town will work with towards potential resolution. Those going out to auction will receive a second notice via registered letter in two weeks. If there is no response after two to three weeks, the notice of tax taking will be published in the *Milford Daily News*.

Selectman Foresto thanked Selectman White for her efforts coordinating the donation table for diapers and wipes collection at the Memorial School fundraising event run by the Girl Scouts. He thanked all who donated along with the Girl Scouts for coordinating this event.

7:48 PM Selectman Trindade moved to adjourn. Selectman Foresto seconded. VOTE: 5-0-0

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