

**Board of Selectmen's Meeting
March 5, 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, Assistant Town Administrator; Matthew Fitzgerald, Communications Director.

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

Public Comments: None

Approval of Minutes: February 20, 2018 and February 24, 2018

The Board reviewed the draft minutes of February 20, 2018 and 24, 2018.

Selectman Trindade moved that the Board approve the minutes for February 20, 2018. Selectman Foresto seconded. No Discussion. VOTE: 4-1-0. Selectman Crowley abstained as he was not in attendance at this meeting.

Selectman Trindade moved that the Board approve the minutes for February 24, 2018. Selectman Foresto seconded. Discussion. Selectman Crowley noted the change on Page 2 line 84 from "see" to "sees". Selectman Crowley asked when the Board will receive clarification on the heating/natural gas line item amount of \$159.00 and if the Board was provided with the cost relative to the Affordable Care Act (ACA). Mr. Boynton will follow up on the heating costs and the ACA cost was provided to the Board at \$20,000. Selectman Crowley asked that on page 8 line 345 be reworded. Mr. Boynton changed the wording to "It was noted that out of district tuitions and charges are not charged back to the school but actually impact the general fund." Selectman Crowley asked that on page 9 line 398 "Hall" be changed to "House" and line 399's cost estimate be changed to "He noted this could be expensive." Lastly, on page 9 line 407 the Vote should be changed to 5-0-0. **VOTE: 5-0-0.**

Authorization to Expend Grant Funds – Massachusetts Emergency Management Agency (MEMA) Hazardous Materials Emergency Preparedness (HMEP) Grant for Funding Attendance of the International Hazardous Materials Response Teams Conference in Baltimore, MD- \$5,000

The Board reviewed (1) Notice of Grant Award/Expenditure Authorization Form

Town Administrator Boynton reported that Medway is part of the Norfolk County Regional Emergency Planning Committee (REPC) and Dave D'Amico is the Financial Officer on the Committee. The Norfolk County REPC is seeking funding to send 3 of the Fire Chiefs to the International Fire Chiefs (IFC) Hazardous Material Conference in Baltimore Maryland. There is no formal budget for this group. The funding processes through the town since Mr. D'Amico is the Financial Officer.

Selectman Trindade moved that the Board authorize the expenditure of Massachusetts Emergency Management Agency Hazardous Materials Emergency Preparedness (HMEP) Grant funds in the

amount of \$5,000 as presented. Seconded by Selectman D’Innocenzo. Discussion: Selectman Crowley asked who will be attending the meeting and where any leftover funds are allocated. Mr. Boynton stated the attendees will be identified at their next meeting and any leftover funds go back to MEMA.
VOTE: 5-0-0.

Acceptance of Open Space Parcel at the Pine Ridge Condominium Development

The Board reviewed (1) Quitclaim Deed (2) Memo dated February 14, 2018 from Bridget Graziano Re: Conservation Commission vote and (3) 2 Village Street Final Site Plan

Town Administrator Boynton stated we have the obligation to accept this parcel as stated in the Planning Board determination. Selectman Trindade asked who maintains these parking spaces noting they also need to be marked appropriately as town spaces. He requested that we clarify whose responsibility it is for this maintenance and parking space identification. Selectmen Crowley asked if this was part of the settlement. Mr. Boynton stated this was part of the original plan noting that the issue with the easement has been resolved.

Selectman Trindade moved that the Board of Selectmen vote to accept the open space parcel associated with the Pine Ridge condominium development, known as “Parcel C” as well as the access easement, as identified on a plan of land titled, “The Village at Pine Ridge Definitive Plans Open Space Residential Development (OSRD)” in Medway, Massachusetts dated March 28, 2006, last revised September 6, 2006 by Faist Engineering, and recorded at the Norfolk Registry of Deeds on October 18, 2006 in Plan Book 561 on Page 32. Selectman D’Innocenzo seconded. No Discussion: VOTE: 5-0-0.

Approval Fiscal Year 2019 Budget

There were no materials for the Board to review for this agenda item.

Town Administrator Boynton noted the Board was provided with most of the answers to their questions raised in the Budget Workshop. The budget before the Board is what was presented at the February 24th meeting. Selectman Crowley explained to those in the audience that the Board spent a lot of time reviewing the budget on Saturday, February 24th. He stated he still has concerns with the enterprise accounts and recommends the Board approve the budget with the exception of the enterprise accounts. He is specifically concerned with the impact of the 60%-Town-20%-Water-20%-Sewer allocation of the DPS Facility debt on the water and sewer rates. Mr. Boynton explained that the water side is showing increases due to the distribution system infrastructure replacement project slated for calendar year 2019, the study requirements to address our capacity problem, and our known long term water treatment issue. He noted these last two items will be in the \$10-15 million dollar range.

There was further discussion on the financial impact on the average household with the planned 17% increase in Sewer and 12% increase Water translating into a \$120 total rate increase to the average household user. Selectmen Foresto cautioned that the distribution/infrastructure project for Holliston, Brentwood, and Lovering has already been deferred once already. He noted we also need to address capacity at the well sites noting we have to do both in the next five years. Selectman Crowley asked why we don’t feather the rate increases in over time. There was further discussion by the group regarding the funding and timeline needed to address the water capacity, infrastructure and quality projects. Selectman Crowley stated, if we approve the enterprise accounts now, there will be no time for discussion including potentially subsidizing the water/sewer rate increases. He would like the Board to consider and discuss supplementing the water and/or sewer account if and when additional revenue comes into the general fund.

There was further discussion about the cause of the current water situation as nothing was done to maintain or upgrade this system in the past. All would like to see a gradual increase in rates. Selectman Crowley stated this current proposal is a 30% increase. Selectman Foresto suggested a deferral of the decision until the water rates are known. Mr. Boynton noted we have put off dealing with these water issues as long as possible noting the money needs to come from somewhere and that 100% is paid by those residents that have town water & sewer.

Selectman Trindade moved that the Board approval the fiscal year 2019 budget and forward it to the Finance Committee with the exception of the Water and Sewer enterprise funds. Selectmen Foresto seconded. No Discussion. Vote: 5-0-0

Close May 21, 2018 Special and Annual Town Meeting Warrants

There were no materials for the Board to review for this agenda item.

Selectman Trindade moved to close the May 21, 2018 Special and Annual Town Meeting Warrants Selectman Foresto seconded. Discussion: Selectman Crowley requested that Article 2 and 3 in the Special Town Meeting Warrant be switched noting that they both will need explanation at town meeting. All agreed with the reordering of these two articles. The purpose of Articles 5 and 6 in the Special Town Meeting Warrant is to move existing unused funds from completed projects to the Water and Sewer accounts. Mr. Boynton noted these funds are for the project(s) design and are already included in the existing water rates. Selectman Crowley requested confirmation that the bonding for these project(s) is for construction only and not the design. Mr. Boynton confirmed. Selectman Trindade commended the Planning Board for addressing all of the zoning issues. Mr. Boynton noted one of the Annual Town Meeting Warrant articles is a place holder for potential Charter changes. He will reach out to the Charter Review Committee for specifics. He noted other articles are housekeeping items including creating a new revolving fund for the Council on Aging food services and amending the Park and Recreation revolving fund to include salaries. Once the Board votes to close the warrants, meetings will need to be scheduled for specific warrant article discussions and recommendations. All were reminded of the meeting scheduled prior to the March 19th Special Town Meeting. The group decided to meet on Monday, March 26th at 7:00pm to discuss and vote on the water and sewer enterprise funds and to discuss the May Special and Annual Town Meeting Warrants. **VOTE: 5-0-0.**

Special Event Permit Application: 16th Annual ALS Therapy Development Institute (ALS TDI) Tri-State Trek – June 22, 2018

The Board reviewed the (1) Special Event Application and (2) Police Chief Recommendations

Selectman Foresto moved that the Board approve the special event permit for the 16th Annual ALS Therapy Development Institute (ALS TDI) Tri-State Trek to be held on June 22, 2018, subject to Police Chief's recommendations and proof of appropriate insurance coverage. Selectman Trindade seconded. No Discussion. VOTE: 5-0-0.

One-Day Liquor License Requests:

The Board reviewed the Police Chief's Recommendation for Christina O'Brien and Aileen C. Keaney for the events to be held at the Thayer Homestead on March 31st, and April 28th, 2018.

Selectman Trindade moved that the Board approve the one-day liquor licenses for Christina O'Brien and Aileen Keaney for the events to be held at the Thayer Homestead on March 31st, and April 28th,

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.

Route 109 Project: Town Administrator Boynton reported he is in the process of scheduling a meeting with the Massachusetts Department of Transportation and the contractor to understand their execution plans for the Holliston/109 and Franklin/Milford Street intersections this year as these will be a challenge.

Mr. Boynton reported that both the Choate & Oakland Parks projects will be starting soon. He would like to do a ceremonial ground breaking. The Board requested the groundbreaking be scheduled on a Saturday so Selectman D'Innocenzo would be able to attend. The Board thanked Assistant Town Administrator Potter, Communications Director Matthew Fitzgerald and Conservation Agent Bridget Graziano for the video and information provided specific to what trees will be removed, relocated and remain.

Comcast Cable License Renewal (lic. exp. 7/13/18): Selectman Foresto reported a meeting is scheduled for next Monday afternoon with the legal team.

DPS Facility Building Project: The Committee will be meeting next Monday at 4:30pm to review the five proposals.

Unaccounted for Water Loss Status Report: The Board was reminded they will be receiving this report the end of March and on a quarterly basis.

Town Administrator's Report:

Storm Recap...And Another On The Way!: Town Administrator Boynton reported that this storm was quite a challenge. Damage due to the wind was more than was expected. One of the questions from residents was shouldn't the tree trimming by the utilities have negated the impact. He stated the utilities trim six feet on each side and the issue was that large trees were falling during this storm. Mr. Boynton stated he couldn't praise the Town staff enough, specifically the Police, Fire, and Department of Public Services (DPS). DPS especially did an excellent job with the downed trees, detours, and salting on Friday and Saturday as well. Door to door visits were made on Kenney Drive as those residents were without power. The Senior Center was set up as a warming center by Chief Tingley. The Fire staff were busy with pump outs around Cassidy Lane. Mr. Boynton wanted to publicly thank Eversource for their responsiveness noting he could not say that about Verizon. Mr. Boynton was very appreciative of the patience of the residents as well.

Selectman White noted that the Town Administrator's updates were very much appreciated by the residents. Mr. Boynton pointed out the big problem this week was that what was compromised in this storm will be vulnerable with the upcoming storm. Selectman Trindade asked about the impact on the budget. Mr. Boynton wants to evaluate this at the end of the month, hoping to deal with any shortfalls without the need to touch free cash. The Board requested that Mr. D'Amico investigate access to any state disaster funds.

Senior Center Kitchen Project-Food Program Resumes Tomorrow: Town Administrator Boynton reported that the kitchen is work done and food services will commence tomorrow.

Collective Bargaining Commencing – Schools & Police This Week: Town Administrator Boynton reported that the School meeting will be on Wednesday and the Police meeting will be on Thursday.

DPS Facility Design Responses 5 Received – Interviews Next Week (Tentative): Mr. Boynton reported on this item earlier in this meeting.

Special Election Tomorrow: Mr. Boynton reminded all that the Special Election is tomorrow and the Special Town Meeting is scheduled for March 19th.

Regional Selectmen Meeting – Thursday Night (3/8) Thayer House: Mr. Boynton reminded the Board that the Regional Selectmen's Meeting is this Thursday at 7pm at the Thayer House.

Town Administrator Out of Office: Mr. Boynton reported he will be out of the Office the morning of Wednesday, March 7th for a Veterans District Meeting in Holliston and out for the day on Friday, March 9th.

Next Regular Selectmen's Meeting – March 26, 2018: Mr. Boynton reminded the Board that we scheduled a meeting for Monday, March 26th at 7pm to finalize the budget and to discuss and make recommendations on the May 21, 2018 Special and Annual Town Meeting Warrant Articles.

Selectmen's Reports:

Selectman Crowley requested that an action item be added to the list for moving the EMS enterprise account into the general fund with a due date of December 31, 2018. He asked Communications Director Fitzgerald for the current number of Twitter followers. Mr. Fitzgerald reported it is up to 694 from 660. He wanted to congratulate Ava Vasile, winner of the Division 4 state championship in both the 55 and 300 meter hurdles.

Selectman D'Innocenzo reported a strong Medway High School athletics winter season. Specifically, the boys hockey team, the girls basketball team won tonight, the girls track team won Tri-Valley smalls, the boys basketball team made the playoffs, the girls gymnastics came in 6th in the state, and the cheerleading team as well. He apologized if any team was missed. He is looking forward to a strong spring season.

Selectman White reminded all again about tomorrow's Special Election from 7am-8pm at the Middle School. She wanted to thank Bobby McGee, Mike Legendre and Jonathan Power for their efforts in preparing the venue along with Rob Smith and the other janitorial staff at the Middle School. She also reminded all that March 23rd is the last day to obtain papers for anyone who wants to run for office in the May Town Election.

Town Administrator Boynton reported that Waste Management was unable to complete all of the trash pick-ups today due to inundation of storm debris. They will complete today on Tuesday along with all of Tuesday on Tuesday.

At 7:54 PM Selectman Trindade moved that the Board move into Executive Session for Exemption 6: To consider the purchase, exchange, taking, lease, or value of real property if such discussion may

have a detrimental effect on the negotiating position of the governmental body and the Chair so declares [Legal Action Relative to Chapter 40B and Millstone Village] with no intention of returning to open session. Selectman Foresto seconded and it was so voted by roll call: 5-0-0 (Crowley, aye; D’Innocenzo aye; Foresto aye; Trindade aye; White, aye).

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