

Board of Selectmen's Meeting  
June 20, 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; and Glenn Trindade, Member.

Staff Present: Michael Boynton, Town Administrator; Allison Potter, Assistant Town Administrator; Stephanie Mercandetti, Community Development Director; Tom Holder, Director, Department of Public Services; Jeffrey Lynch, Fire Chief.

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

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

**Public Comments:** None.

**Reorganization of Board (Chair, Vice Chair and Clerk)**

*There were no background materials.*

Chairman Foresto thanked the Town Administrator, Town Departments, and Town Boards and Committees for their hard work this past year.

**Chairman Foresto nominated Glenn Trindade to serve as Chair of the Board of Selectmen; Selectman D'Innocenzo seconded. No discussion. VOTE: 5-0-0.**

**Selectman Crowley nominated Maryjane White to serve as Vice Chair of the Board of Selectmen; Chairman Trindade seconded. No discussion. VOTE: 5-0-0.**

**Selectman Foresto nominated Richard D'Innocenzo to serve as Clerk of the Board of Selectmen; Chairman Trindade seconded. No discussion. VOTE: 5-0-0.**

Selectman Foresto and Chairman Trindade switched seats.

Selectman Crowley noted that the past year was a tough one with two major projects. He stated that Selectman Foresto remained very neutral showing great patience in allowing people to express their opinions. Board members concurred.

**Discussion – Eversource Security Fencing on West Street**

*There were no advance background materials. Three posters were displayed during the meeting.*

Present: Stephanie Mercandetti, Community Development Director; Andy Rodenhiser, Chair, Planning and Economic Development Board; Eversource representatives: Jack Lopes, Community Relations; Bill Blanchard, Project Manager; John Ziko, Substation Engineering.

Mr. Lopes reported there have been multiple meetings on this project out on West Street. We will present a construction timetable and basic components of the project.

Mr. Blanchard reported that this substation was one that was chosen for upgrades for security purposes. Upgrades include replacement of the existing chain link with a more secure fence that is difficult to climb over or dig under, plus it is only 15% transparent. This fence could be 10 feet, 15 feet, or 20 feet in height, depending on its location on the site. The fence will be replaced within the existing footprint of the substation.

Utilizing large photographs and plans, Mr. Blanchard pointed out the perimeter of the installation, and where the ten foot fence would be located at the entrance gate. The fence will get taller as it gets closer to the control house. Mr. Lopes has met with some of the abutters who have expressed no objections. On the third poster, there were “before” and “after” shots. Brief discussion followed on existing landscaping and the potential for additional landscaping (trees) to further shield the view.

Ms. Stephanie Mercandetti, Community Development Director, reported that this project did not trigger a meeting with the Zoning Board of Appeals. This could be considered a modification for site plan review. Mr. Andy Rodenhiser, Chair, Planning and Economic Development Board theorized that something this extensive should have been presented as part of the Site Plan. This is more than replacing the fence. With the visual impact, and the amount of attention that this site has received, it should be closely reviewed. We would be remiss in not holding a meeting on it. Mr. Blanchard stated he has no objection to meeting with the Planning Board.

Mr. John Ziko added that this was a separate project that was not tied to the Plan that came to the Planning Board. Mr. Blanchard was not aware of the Planning Board meeting.

Selectman Foresto expressed concern that power has been turned off in the middle of the day for 20 businesses without notice, significantly impacting those businesses. There have been three major outages this year, and people have lost a lot of money due to the loss of business.

Selectman Crowley stated that Eversource has not been a good neighbor in Medway from the beginning. Reiterating Selectman Foresto’s comments, there have actually been five outages. One of the restaurants lost a lot of food in refrigerators, and The Muffin House lost power to ovens resulting in the loss of sixteen dozen muffins. Abatement funds are sitting in an account and we cannot touch those funds.

The Board’s recommendation was to refer it back to the Planning Board, and encouraged Mr. Blanchard to work with Susy Affleck-Childs, Planning and Economic Development Coordinator, in getting on the Planning Board agenda.

### **Presentation - Stormwater Management Presentation**

*The Board reviewed the following information: PowerPoint presentation entitled “Medway’s Stormwater Management Program & NYDES MS4 Permit”.*

Present: Tom Holder, Director, Department of Public Services; Kirsten Ryan, Kleinfelder.

Mr. Holder provided a brief introduction. Ms. Ryan stated she will move quickly through the presentation, focusing on the grant and the funding options.

Utilizing a PowerPoint presentation, Ms. Ryan explained what the permit means and provided descriptions of basic components. The current estimated annual program costs are \$275,000 but the community should be increase that figure to \$475,000 each year to cover costs or requirements that may be presently undefined or unanticipated. She briefly reviewed the requirements at different levels, i.e., during the second year, during the first five years, and other points during the 20-year plan. Discussion

followed. Is there too much parking [impervious surface] being required which affect the amount of runoff and stormwater? Mr. Rodenhiser reported that the Planning Board is already looking at this.

Ms. Ryan continued with the presentation, explaining the grant and the timeline requirements. The red shading represents when something is due, while the blue is when Medway should begin another task so that the resulting impact is minimized. Mr. Rodenhiser asked what “site selection” meant. Ms. Ryan responded that it means identification of potential locations can begin, possibly around year 4. Chairman Trindade theorized that the acquisition of land should begin sooner than year 4 as it takes a long time to complete the purchase. Mr. Rodenhiser asked if there is a way to determine areas of town that may need increased attention, i.e. more land for runoff or filtration versus others that use less. Selectman Crowley cautioned that the planning needs to begin, but not necessarily the purchase of land. Those acquisitions could happen later, maybe five or ten years down the road.

Selectman Foresto asked how Medway might suffer if surrounding communities do not do what they are supposed to. Ms. Ryan responded that, if Medway executes its plan, it would need to be in compliance with the permit.

Funding options for the Stormwater Program could include:

- A. Tax Override/General Fund
- B. Municipal Water Infrastructure Investment Fund
- C. Stormwater Utility (user fee) which would be based on percentage of impervious surface on any property. This would require a Town Meeting vote to establish.

Mr. Rodenhiser suggested laying out the timetable sooner so that residents could begin planning their upgrade projects, i.e., driveways or parking lots. Chairman Trindade expressed concern that the hard part is getting the word out to people so they can begin that planning.

Mr. David Blackwell, 2 Milford Street, asked what methods would be employed to encourage property owners to mitigate their discharge. If property owners with the same square footage have differing mitigations, what is an equitable way of applying the user fee? Discussion followed on budget changes, projections, criteria for a user fee, etc.

Brief discussion followed on recommended next steps in FY17, it is anticipated that there will be an updated presentation in July. Selectman Crowley expressed concern that that there needs to be a way to track progress and goal attainment. This could be a list of tasks with associated timeline points for the next 12, 18, or 24 months.

#### **Approval - Kleinfelder Northeast, Inc. Master Service Contract Extension**

*The Board reviewed the following information: (1) Memorandum dated June 16, 2016 from the Director of the Department of Public Services; (2) 2012 Master Service Contract; and (3) Proposed Amended Contract.*

Present: Tom Holder, Director, Department of Public Services.

Mr. Holder stated he would like to extend the existing contract for two additional years. We are well served by this company and strongly recommend this. The funds will come out of our operational budget and also augmented by grant funds.

Selectman Crowley expressed concern that there is no fee identified in the contract. Mr. Holder responded that the fee structure comes from the consultants. This approval generates a letter of understanding. He added that he could ask them to provide a rate structure.

Chairman Trindade suggested this matter be postponed until the next meeting; the Board concurred.

**Approval – 2 Year Contract for Road Servicing – TASCOC Construction, Inc. - \$200,000**

*The Board reviewed the following information: (1) Memorandum dated June 2, 2016 from the Director of the Department of Public Services; and (2) Contract.*

Mr. Holder stated this is part of our annual contracts. We had renewed a contract with a local group which did not work out. This is the lowest responsive bidder and we checked out their references.

**Selectman Foresto moved that the Board authorize the Chairman to execute a two-year contract with TASCOC Construction, Inc. for asphalt and concrete repair and catch basin structure adjustments in an amount not to exceed \$200,000, and subject to funding in year 2; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

**Approval –2 Year Contract for Sewer Jet Cleaning & Inspections - Clogbusters Underground Technologies, Inc. - \$10,000**

*The Board reviewed the following information: (1) Memorandum dated June 20, 2016 from the Director of the Department of Public Services; and (2) Contract.*

Mr. Holder reported that this is a renewal of an existing contract. This company performs all the high-pressure sewer and drain cleaning as the Town does not have that kind of equipment.

**Selectman Foresto moved that the Board authorize the Chairman to execute a contract with Clogbusters Underground Technologies in an amount not to exceed \$10,000, and subject to funding in year 2; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

**Contract Approval – On Call Planning and Grant Writing Services – PGC Assoc.**

*The Board reviewed the following information: (1) Memorandum from Susan Affleck-Childs, Planning and Economic Development Coordinator; and (2) Contract.*

Mr. Rodenhiser reported that Mr. Gino Carlucci, who is associated with MAPC, also serves as a liaison to SWAP. He helps the Planning Board with writing complicated decisions and the reports that will support those decisions as well as consulting services looking at maps and researching boundaries. This contract provides that Mr. Carlucci is also available to other Town departments. Billing is for on call services, and not a fee for the contract period.

**Selectman Foresto moved that the Board authorize the Chairman to execute a three-year contract with PGC Associates for consulting planning services; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

**Contract Approval – Ambulance Billing Services – Pro-EMS Solutions:**

*The Board reviewed the Contract.*

Fire Chief Jeffrey Lynch reported that three bids were submitted. Our collection rate has increased substantially and they have done a great job for us.

**Selectman D’Innocenzo moved that the Board execute a contract with Pro-EMS Solutions, Inc. for ambulance billing and collection services in an amount not to exceed 4% of collected revenue, as requested; Selectman White seconded. It was noted that the current contract has expired. VOTE: 5-0-0.**

**Approval – Contract with Bulldog Fire Apparatus for Engine 2 Refurbishment - \$76,700:**

*The Board reviewed a Draft Contract. It was noted that the final contract is in process.*

Chief Lynch briefly outlined the components of the refurbishment.

**Selectman D’Innocenzo moved that the Board award a contract for the refurbishment of Fire Engine 2 to Bulldog Fire Apparatus, Inc. in the amount of \$76,668, with said total including bid alternates 1 - \$3,492.00 and 2 - \$1,880.00, and to further authorize the Town Administrator to execute the contract and approve any additional repairs to the vehicle identified during the refurbishment process not to exceed \$20,000; Selectman Foresto seconded. Selectman Crowley expressed concern that there was no performance bond, Town Counsel approval or certificate of insurance. Selectman D’Innocenzo amended his motion the contract will be awarded subject to the receipt of these items; Selectman White seconded the amended motion. No further discussion. VOTE: 4-1-0 Crowley oppose.**

**Contract Award – Specialty Vehicles, Inc. for Purchase of New Ambulance - \$259,686:**

*The Board reviewed the following information: (1) Contract; (2) Sales Contract; and (3) Cost Detail.*

Chief Lynch stated that this purchase is to replace an ambulance, not adding one. This particular one includes a new stretcher system which is required by a new law. It helps to reduce back injuries during transport. Responding to a question from Selectmen White, Chief Lynch stated that putting this ambulance into service will help the Town move to an all-ALS service. Once ordered, the ambulance should be delivered in approximately 120 days. Existing vehicles are showing their wear.

**Selectman D’Innocenzo moved that the Board award a contract for the purchase of a new ambulance and related equipment to Specialty Vehicles, Inc. of North Attleborough in the amount of \$259,686 and authorize the Town Administrator to execute the contract once the certificate of insurance, Town Counsel review, tax compliance report from Town Accountant and certificate of authority have been received; Selectman Foresto seconded. No discussion. VOTE: 4-1-0 – Crowley oppose.**

**Contract Approval – Consulting Services Related to Appellate Tax Board Cases – George E. Sansoucy, P.E. LLC:**

*The Board reviewed the associated Contracts.*

**Selectman Foresto moved that the Board authorize the Chairman to execute three contracts with George Sansoucy for Appellate Tax Board cases for NStar Electric, Bay State Gas, and Bell Atlantic in mounts not to exceed \$10,000, \$10,000 and \$2,000 respectively, as presented; Selectman D’Innocenzo seconded. It was noted that Town Counsel does not sign off until all associated documents are received. VOTE: 5-0-0.**

Chairman Trindade announced that it is the intention of the Board that all contracts will have all supporting documents provided before they are placed on a meeting agenda.

**Approval – Inter-municipal Agreement with Millis for Animal Control Services:**

*The Board reviewed the Agreement.*

It was noted that this is contract is for only three years because Millis cannot enter into a contract for a period longer than that.

**Selectman Foresto moved that the Board approve an Inter-Municipal Agreement with the Town of Millis for Animal Control Services for a three-year period; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

**Discussion/Vote – Counsel Representation for Cable License Renewal Process**

*There were no background materials.*

Selectman Foresto explained that the Cable Committee was not happy with this person's performance. Brief discussion followed.

**Selectman Foresto moved that the Board vote to terminate the services of Peter Epstein relative to representation for Cable License Renewal processes; Selectman D'Innocenzo seconded. No discussion. VOTE: 5-0-0.**

**Approval – One-Day Liquor License Requests**

*The Board reviewed applications and Police Chief recommendations for the following individuals for their respective Thayer Homestead events: (1) Steve & Sue Houde – July 8, 2016; (2) Michael Josephs – July 9, 2016; (3) Patrick Smith – July 22, 2016; (4) Brittany O'Malley – July 23, 2016; and (5) Tom Amlicke – July 31, 2016.*

**Selectman D'Innocenzo moved that the Board approve one-day liquor licenses for Steve & Sue Houde, Michael Josephs, Patrick Smith, Brittany O'Malley, and Tom Amlicke on the dates requested for their respective events at the Thayer Homestead subject to the Police Chief's recommendations and evidence of appropriate insurance coverage. No discussion. VOTE: 5-0-0.**

**Annual Committee Appointments (cont.)** (see list at end of agenda)

*The Board reviewed the FY17 List of Reappointments and Vacancies.*

Ms. Potter, Assistant Town Administrator, reported that these were not available for review at the last meeting.

Chairman Trindade read aloud the existing vacancies on the following groups: Cemetery Commission, Council on aging, Disability Committee, Energy Committee, Historical Commission, Medway Cultural Counsel, and Pride Day Committee.

**Selectman Foresto moved that the Board reappoint the incumbent Board and Committee members as listed on the summary sheet for the customary terms associated with their respective boards and committees; Selectman White seconded. No discussion. VOTE: 5-0-0.**

**Assignment of Board of Selectmen Liaison Designations**

*The Board reviewed a proposed list of Liaison Assignments.*

Brief discussion followed on the assignments. Board members expressed no objections to the list as presented.

**Approval of Warrants**

*The Board reviewed Warrants 16-52 and 16-52S.*

Selectman D'Innocenzo read loud Warrants 16-52 and 16-52S, dated 6/23/16, presented for approval:

16-52S	School Expense	\$446,791.85
16-52	Town Expense	<u>\$487,778.28</u>
	TOTAL	\$934,570.13

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

**Approval of Minutes**

*The Board reviewed draft minutes from December 21, 2015.*

**Selectman White moved that the Board approve the minutes of December 21, 2015 as written; Selectman Foresto seconded. No discussion. VOTE: 5-0-0.**

**Town Administrator's Report**

Mr. Boynton reminded the Board of Missy Dzikczek's retirement party at the Senior Center.

The next Board of Selectmen meeting will be July 11.

The Sign Bylaw Review Task Force will be meeting tomorrow, and Town Counsel will be present.

The new Direct Tire store will be having a ribbon cutting early in July. Mr. Boynton asked Board members to contact the Assistant Town Administrator if available to attend.

**Selectmen's Reports**

Selectman Crowley extended congratulations to the high school baseball team who made it to the semi-finals. He also announced that the contract with the State for the Route 109 Project has been signed.

Selectman White reported that students at the Memorial School planted gardens and later harvested the bounty. She also stated she would be attending the Suffolk University commencement where two staff members are receiving diplomas.

Selectman D'Innocenzo reported that the scholarship alumni game was played at the Maddie Lamson Field this past Saturday.

Selectman Foresto reported that the ribbon cutting for the new Maker Space at the public library will be Saturday morning, June 25.

Selectman Foresto reminded residents that Medway Family Day will be held on July 16, 2 – 9 PM. There will be a climbing wall, pony rides, racetrack, music, Claflin Hill Music and fireworks in the evening. Food is reasonably prices, and all events are free.

**At 8:47 PM Selectman D'Innocenzo moved to adjourn; Selectman White seconded. No discussion. VOTE: 5-0-0.**