

**Board of Selectmen's Meeting
July 9, 2018 – 7:00 PM
Sanford Hall
155 Village Street**

Present: Dennis Crowley Chair; John Foresto, Vice Chair; Glenn Trindade, Member; Maryjane White, Member.

Absent: Richard D'Innocenzo, Clerk.

Staff Present: Michael Boynton, Town Administrator; Allison Potter, Assistant Town Administrator; Carol Pratt, Finance Director; Barbara Saint André, Director of Community and Economic Development; Dave D'Amico, Director, Department of Public Services; Sandy Johnston, Communications Director.

Others Present: Representative Brian Murray; Representative Jeffrey Roy; Andy Rodenhiser, Chair Redevelopment Authority; Michael Griffin, Vice-Chair, Redevelopment Authority; Frank Rossi, Chair, Finance Committee; Robert Ferrari, Chair, Affordable Housing Committee; Douglas Downing, Charles River Pollution Control District Representative.

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

Special Recognition: Mendy Tarkowski – Unsung Heroine of 2018

Representative Murray stated he thought it appropriate to recognize this special citizen who was recognized by the Massachusetts Commission on the Status of Women in the Class of 2018 Unsung Heroines. Mr. Murray provided the background and purpose of this Commission. Ms. Tarkowski achieved this recognition for her "Hate Has No Home Here" campaign and noted her other achievements including volunteering in the schools and at Medway Pride Day, Vice Chair of the MNW Democratic Alliance, and member of the Medway Democratic Committee. She distributed 1,400 signs and is now distributing pins.

Representative Roy stated this award recognizes an individual who doesn't seek the spotlight but does something significant for their community. He then read and presented a Senate Citation to Ms. Tarkowski.

Ms. Tarkowski stated she was very surprised about this recognition noting the initial intent was to distribute 100 signs in Medway and did not realize it would become so widespread. The Board congratulated her on her achievement. Selectman Crowley asked how the 1,400 signs were delivered. Ms. Tarkowski stated TC Scoops was big help, some people came to her home, other designees in other towns were given a group of signs for people to obtain through them, and they were also handed out at Town events. She noted the campaign started in Chicago with the intent of it being a local effort.

Public Comments: None

Report of the Redevelopment Authority

There were no materials for the Board to review.

Mr. Rodenhiser, Chair, and Mr. Griffin, Vice-Chair, addressed the Board. Mr. Rodenhiser reminded the Board of their report back in November noting the loss of Stephanie Mercandetti, who had an extensive background in this area and provided guidance to the group, slowed the progress. Mr. Rodenhiser stated Barbara Saint Andre is doing an amazing job, acclimated quickly and was familiar with the tasks and overall project allowing the group to move forward at a quicker pace. Two appraisers were selected and contracts executed who will evaluate the high target prioritized parcels allowing the group to determine the total purchase price. An RFP went out to the development community seeking their involvement to assist with the specific rezoning requirements for more of a lifestyle area of working, living, and shopping with the possibility of boutique style shops and a hotel. The Oak Grove Zoning Task Force are members of existing committees related to building and land use and are tasked with creating a sensible zoning plan so the Town is ready to proceed when developers are interested, while also ensuring this is aligned with the master plan. Mr. Griffin stated it has been a slow process but has begun to progress more quickly over past six months following the approval of the Urban Renewal Plan.

Selectman Crowley asked: (1) if the \$72,000 left over from past Town Meeting allocations will be sufficient, (2) will additional funds be needed, (3) if yes, what will the amount be, and (4) when will they be looking for the funding. Mr. Rodenhiser stated once they have the results from the appraisers, they will know more about the funding requirements noting they are looking to do friendly takings as the titles on these parcels are suspect and the taking would scrub the titles clean. Selectman Crowley asked how long they anticipate the appraisals to take. Mr. Rodenhiser stated in thirty to sixty days he anticipates the larger lot appraisals to be complete. Selectman Crowley asked if the earliest the funding requirements would be known is next May's Town Meeting. Mr. Rodenhiser stated a lot of zoning is required, therefore, May Town Meeting may be feasible. There was further discussion on the RFP to the development community utilizing their information about the commercial aspects of what is possible and crafting sensible zoning based on this information. Selectman Crowley asked if the Town would reap tax benefits in five to seven years. Mr. Rodenhiser stated hopefully sooner than that. Selectman White state she was impressed with their accomplishments to date and thanked them for all their efforts. Mr. Rodenhiser noted they have a consultant working with Oak Grove Zoning Task Force who has been very helpful. Selectman Foresto asked if there has been any public involvement or participation of late. Mr. Rodenhiser stated there have been no public hearings but all the meetings are public and outreach is limited to the Town of Medway newsletter and website. Mr. Griffin stated there was some public involvement prior to the approval of the Urban Renewal Plan, but none since the plan was approved. Selectman Trindade summarized the discussion and asked if they will be working simultaneously with the appraisers of the high target lots and the developers on zoning and asked if it will hurt the Town in any way to wait until May Town Meeting. Mr. Rodenhiser stated they will not be ready for November Town Meeting as it is very difficult to get all of the group together. He reported Jessica Chabot is chairing the committee and leading the effort. Selectman Crowley thanked the group for their efforts.

Approval of Minutes: June 18 and June 25, 2018

The Board reviewed the draft Minutes of June 18th, and June 25, 2018.

Selectman Trindade moved that the Board approve the minutes of June 18, 2018. Selectman Foresto seconded. Discussion. Selectman Crowley asked if the spelling of Mr. Bendetson's name on page 11 was correct. This was confirmed. **VOTE: 4-0-0.**

Selectman Trindade moved that the Board approve the minutes of June 25, 2018. Selectman White seconded. No Discussion. VOTE: 4-0-0.

Appointment Consideration: Evaluation of Parks, Fields, and Recreational Areas Committee (EPFRAC) Youth Sports Representative (1) – Lyle Core, Jim Daly and John Farrell

The Board reviewed the e-mails of interest from the from each candidate (1) E-mail dated May 31, 2018 from Lyle Core,(2) E-mail dated May 24, 2018 from Jim Daly, and (3) E-mail dated May 24, 2018 from John Farrell.

Selectman Crowley reminded the Board that Mr. Core and Mr. Daly were interviewed at the June 18th Selectmen's meeting. He asked if Mr. Farrell responded to the outreach by the Town Administrator's Office. It was reported that he did not respond.

Selectman Trindade moved that the Board appoint Lyle Core as the EPFRAC Youth Representative. Selectman Foresto seconded. No Discussion. VOTE: 4-0-0.

Appointment Consideration: Town-Wide Energy Committee (2) Kristen Rice and Alex Siekierski

The Board reviewed the (1) Recommendation of Carey Bergeron, Chair dated June 21. 2018, (2) Letter of Interest and Resume of Kristen Rice and (3) the Resume of Alex Siekierski.

Selectman Crowley congratulated Ms. Rice and Mr. Siekierski on their engagement and home purchase on the same day.

Ms. Rice reviewed her background noting she grew up in Medway along with six generations of her family. She is looking to get involved in renewable and sustainable energy and use of proper resources.

Mr. Siekierski reviewed his background. He said he is a more recent resident, but has seen Kristen's family's involvement in the Town and would like to give back to the Town noting this would fall in line with his architectural background and be a good way for him to apply his skills.

Selectman Trindade moved that the Board appoint Kristen Rice and Alex Siekierski to the Town-Wide Energy Committee each for a four year term. Selectman Foresto seconded. No Discussion. VOTE: 4-0-0.

Appointment Consideration: Investment Advisory Committee (IAC) (2) – Frank Rossi, Chris Lagan and John Khoury

The Board reviewed the (1) E-mail of Interest from Frank Rossi dated June 25, 2018, (2) E-mail of Interest from Chris Lagan dated July 2, 2018 and (3) E-mail of Interest and Resume from John Khoury dated June 30, 2018.

Selectman Crowley noted the Board is well aware of both Mr. Rossi's and Mr. Lagan's background and requested that the Town Administrator's office reach out to Mr. Khoury to determine if he is still interested and, if yes, to invite him to the August 13th Selectmen's meeting and expand the committee to three Citizen at Large positions.

Mr. Rossi asked about the expectations of this role. Town Administrator Boynton stated since the Citizens at Large have this professional background, they would be expected to make recommendations

on the investments to the Finance Director and Treasurer/Collector and determine if the consultants' recommendations are on point. They would also make a yearly presentation to the Board of Selectmen.

Selectman Trindade moved that the Board appoint Frank Rossi and Chris Lagan to the Investment Advisory Committee each for a three year term. Selectman Foresto seconded. No Discussion: VOTE: 4-0-0.

Approval: Contract with One Way Painting and Roofing for Replacement of the Library Roof - \$49,000
The Board reviewed the (1) memo dated July 9, 2018 from Dave D'Amico, (2) bid summary, and (3) contract.

Town Administrator Boynton explained they were the lowest bidder.

Selectman Trindade moved that the Board authorize the Chair to execute the contract with One Way Painting and Roofing for replacement of the Library roof in the amount of \$49,000. Selectman Foresto seconded. Discussion: Selectman Foresto asked if the entire roof is being replaced. Mr. D'Amico stated they are not touching the rubber membrane, just the shingles. Selectman Foresto asked if this vendor has been used before. Mr. D'Amico stated they have not but they had positive references. Selectman Foresto asked how this was being funded. Mr. D'Amico stated from leftover funding of other Town Meeting Articles. Selectman Crowley asked if any funds will be left. Mr. Boynton stated the funds will be exhausted. **VOTE: 4-0-0.**

Approval: Contract with Lorusso Corporation for Sidewalk Reconstruction (Barber St., Center St., High St., Lincoln St., North St. and Wellington St.) - \$649,617.06
The Board reviewed the (1) memo dated July 9, 2018 from Dave D'Amico, (2) bid summary, and (3) contract.

Mr. D'Amico explained the bid went out as part of the road and sidewalk plan. The intent is to reconstruct what is in place noting this cost is for labor and equipment only, as the Town supplies the materials. He noted the benefit of this process is if the contractor comes up with any issues, they can quickly be addressed. Selectman White asked when this will begin. Mr. D'Amico stated this Wednesday, July 11th. Mr. Boynton stated that the heavy construction at Milford and Franklin Streets is over and the gas company has a few weeks more to complete their project so by the time they are ready to do that area, this will not be an issue. Selectman Foresto stated that the Board was provided a per square foot delta on cost. Mr. D'Amico stated this is on budget using that delta. Mr. Boynton reminded the Board that the original plan was completed one year ago and revised again in April. He noted the cost of oil has gone up since then and that there is a fuel adjustment clause in the state contract. Selectman Foresto asked if any increase in cost of materials is a pass through. Mr. D'Amico confirmed but pointed out if costs are lower that is passed back to the Town as well. Selectman Crowley requested that Mr. D'Amico inform the Board of the asphalt cost and if we stayed within budget noting that inflation was not built into the projections and we know that prices will increase. Selectman Trindade stated his concern that notification is provided to all those impacted. Mr. D'Amico stated that they are going door to door with flyers. Selectman Crowley noted that on the five year plan, year one was not completed. Mr. Boynton stated from Main and Village Streets to the Bellingham town line is not completed noting \$50,000 of funding from Exelon this fall will be utilized to address this in cooperation and partnership with the Town of Bellingham. If we are unable to complete this in the fall, it will be done in the spring. Selectman Crowley requested that Mr. Blethen receive a phone call informing him of

the plans and the residents be told as well. Selectman Foresto stated the easements were of concern. Mr. Boynton stated Mr. D'Amico will need to survey the area to ensure we have the proper space.

Selectman Foresto moved that the Board authorize the Chair to execute the contract with Lorusso Corporation for Sidewalk Reconstruction (Barber St., Center St., High St., Lincoln St., North St. and Wellington St.) in the amount of \$649,617.06. Selectman Trindade seconded. Discussion: Mr. Boynton informed the Board that going forward, we want to submit these contract approvals to the Board with unit price bids versus calculating the lump sum total cost. Mr. D'Amico stated the bids are done based on unit price, not the lump sum total cost. **VOTE: 4-0-0.**

Discussion/Vote: Declaration of Abandonment of Portion of Easement of Alder Street (Parcel No. T-2 in an Order of Taking recorded at Norfolk County Registry of Deeds at Book 13323 Page 520)

The Board reviewed the (1) the Declaration of Abandonment of Portion of Easement of Alder Street, (2) May 21, 2018 Annual Town Meeting Warrant Article 21, (3) April 17, 2018 Excerpt of Selectmen's Meeting Minutes, and (4) Map of Alder Street Cul-de-Sac.

Town Administrator Boynton reminded the Board of the vote at Town Meeting to abandon this easement.

Ms. Sainte Andre referred the Board to the map provided in their packet noting that the Town no longer utilizes the cul-de-sac and by abandoning this easement, this makes it easier for O'Brien & Sons to access their property.

Selectman Trindade moved that the Board vote to approve and adopt the "DECLARATION OF ABANDONMENT OF PORTION OF EASEMENT" for a portion of Alder Street as presented and as authorized by vote under Article 21 of the May 21, 2018 Medway Annual Town Meeting, to be recorded at the Norfolk County Registry of Deeds. Selectman White seconded. Discussion: Selectman Crowley stated he will continue to vote against this. Ms. Saint Andre noted that O'Brien and Sons own the property, we are abandoning the easement on their property. Selectman Crowley asked what the total square footage is of the easement. Ms. Saint Andre stated 2,170 square feet. **VOTE: 3-1-0. (Crowley Opposed)**

Discussion/Vote: Consideration of Expansion of the Scope of EPFRAC

The Board reviewed the document detailing the history of EPFRAC.

Town Administrator Boynton stated this was brought before the Board to see if this should be a permanent committee. From the direction of the Board, we prepared a motion to consider EPFRAC a permanent committee.

Selectmen Trindade moved that the Board make EPFRAC a permanent committee appointed by this Board. The committee's composition will be ten full members and four alternates that vote in the absence of the full member, represented as follows:

- 1. Board of Selectmen**
- 2. Parks Commission**
- 3. Community Preservation Committee**
- 4. High School and Middle School Athletics**
- 5. Youth Sports**
- 6. Open Space**

7. **Finance Committee (with an alternate)**
8. **Conservation Commission (with an alternate)**
9. **Historical Commission (with an alternate)**
10. **Friends of Choate Park (with an alternate)**

Terms will be for one year. The committee's charge is to update the parks, open space and athletic fields master plan as necessary, recommend related project prioritization and guide project planning.

Selectman White seconded. Discussion: Selectman Foresto reminded the Board that Selectman D'Innocenzo raised this at the last meeting as the committee has been running for two years and felt it was time to make it permanent. He further noted this is the only place for youth sports to bring their issues to without coming to the Selectmen. Selectman Crowley stated his concern with the number of people on the committee and the ability to efficiently move things forward with that large of a group. Selectman Trindade stated we can change the total number but it has historically functioned well. Selectman Crowley requested that we revisit this issue if it seems that the group is too large to move issues forward successfully. **VOTE: 4-0-0.**

Discussion: Invitation to Selectmen to Tour Medway Food Pantries)

The Board reviewed the e-mail invitation from Susan Dietrich dated June 21, 2018.

Selectman Crowley stated he received a letter from Susan Dietrich who reached out and invited the Board members to come and tour the food pantry. He thinks it is a good idea and requested the Town Administrator's office send out dates in the second and third week of August. Selectman White suggested that the Board visit various Town buildings as a group moving forward. Selectman Crowley requested that Selectman White come up with a list of sites and the Board agreed on an every two month visit as appropriate.

One-day liquor License Applications

The Board reviewed the Police Lieutenant's recommendations for Mary Asson and Ruben Cruz-Alvarez and Emilee Solina.

Selectman Trindade moved that the Board approve the one-day liquor licenses as presented subject to the Police Lieutenant's recommendations and proof of appropriate insurance coverage. Selectman Foresto seconded. No Discussion. VOTE: 4-0-0.

Action Items from Previous Meeting

Comcast cable license renewal (lic. exp. 7/13/18): Selectman Crowley asked for status. Selectman Foresto stated we do not have a contract. Mr. Boynton stated that Town Counsel reports making slow progress. Selectman Foresto stated the law states Comcast needs to match the Verizon contract and plans to hold firm on this. Mr. Boynton stated the law changed in the last ten years since the last contract was signed noting that in the past, if the contract ran out, they would technically have to shut off the service but this is no longer true so the Town has no leverage. Selectman Crowley asked if this would be resolved by the end of July. Selectman Foresto stated no.

Centralized v Individual Well Water Treatment Options: Selectman Crowley asked if the Water and Sewer Commission is presenting at November Town Meeting. Mr. Boynton confirmed the presentation at November Town Meeting and the implementation plan would be presented at May Town Meeting.

Selectman Crowley requested that the Water and Sewer Commissioners present to the Board at the September 4th meeting prior to their November Town Meeting presentation to the residents.

Gray Squirrel Matter: Town Administrator Boynton reported matter with the Conservation Commission is closed. The Building Commissioner has been following up to ensure there are no continued violations.

Idyllbrook Fencing/Field Protection: Town Administrator Boynton reported pricing is being determined for fencing for the upper side of the field. Selectman Trindade suggested using the same material that is next to the dirt lot at the Middle School. Mr. Boynton updated the Board on the status of the work on the entrances noting the Wards Lane side is completed and the other side will be completed tomorrow.

Discussion: Board of Selectmen Fiscal Year 2019 Liaison Designations

The Board reviewed the Fiscal Year 2018 Liaison Designations.

Selectman Crowley requested that someone take on the role as the Selectmen's Liaison to the Charter Review Committee. Selectman Trindade volunteered. All other liaison designations remained the same for Fiscal Year 2019.

Town Administrator's Report

There were no items for the Board to review.

Mr. Boynton reported that CommCan, Inc. is about three weeks away from the installation of the equipment to address the noise caused by the air handling unit on the roof.

Choate & Oakland Update – Change Orders Status:

Choate Update: Town Administrator Boynton referred the Board to the handout detailing the Parks Improvements Projects Financing. He specifically requested that the Board authorize Change Order #8 for Choate Park resulting from unsuitable soils found under the tennis courts noting the cost of \$36,849 which exceeds the \$20,000 that the Board authorized the Town Administrator to approve at a prior meeting. He reported he met with the contractor this morning and is comfortable with this number as this would have been the cost if this was known and incorporated into the original project plan design.

Oakland Update: Town Administrator Boynton explained that Change Order #1 is due to the new electrical design resulting in Eversource determining the need for a three phase versus single phase system. He then reviewed Change Order #6 that looks like it reflects a \$14,000 increase which relates to Change Order #1. DJ Chagnon is trying to receive clarification on the specific cost impact of this electrical design reflected in Change Orders #1 and 6. Mr. Boynton reported that Eversource did not come to the Senior Center today which was closed so they could perform their work, however, the Town was able to complete what we needed to do. Mr. Boynton then reviewed Change Order #3, the proposal for the walking path, noting we didn't approve of the initial cost number presented and unless the cost is \$45,000 or less, we are not entertaining moving forward at this time. Change Order #8 reflects the requests from the Medway High School students relative to their basketball court requests noting there is no number in there until the project scope is determined.

Mr. Boynton then reviewed the total on the project of \$4,624,465.83. He then reviewed the funding authorized at Town Meeting of \$2 million from Community Preservation Funds, \$2.8 million General Fund authorized borrowing noting a \$175,000 cushion. He stated we would like to not have to go to the

\$2.8 million in borrowing reporting we are awaiting confirmation of the \$350,000 funding from the state which was submitted the last week of June per their request. The original plan was the \$350,000 would decrease the required borrowing but there are no final project numbers due to the items discussed that are still in flux. He stated the only need at this point in time is for the Board to vote for Choate Change Order #8 in the amount of \$36,849. Selectman Foresto asked if the cost of the new Choate sign would be requested at Fall Town Meeting. Mr. Boynton stated either at Fall Town Meeting or another option would be funding this from the non-participatory Route 109 project funds. He stated Choate should be finished the end of September or beginning of October as there is a four week lag due to the issues with the parking lot. The Route 109 and Choate coordination is on target.

Selectman Trindade moved that the Board authorize the Town Administrator to sign the change order in the amount of \$36,849 for Choate Park parking lot changes. Selectman White seconded.

Discussion: Selectman Crowley reiterated that we have the \$175,000 we could still use plus the \$350,000 from the state. Selectman Foresto stated the vote was for \$4.8 million. Selectman Crowley asked Finance Director Pratt if the bond was figured at \$4.5 not \$4.8 million. Ms. Pratt confirmed the \$4.5 million bond amount. **VOTE: 4-0-0**

Selectman Crowley requested that the Town Administrator confirm that a change order associated delay claim with Choate is not an issue.

Municipal Aggregation Update: Town Administrator Boynton reported we have entered into a one month contract noting each time we go out to bid the numbers are higher. He is suggesting that collectively the Energy Committee and the Board look at the numbers and decide if a hold on the program is appropriate based on pricing. He stated his support of municipal aggregation but with the inability to lock a long term cost savings contract, we may need to put this on hold.

DPS Building Committee Meeting – Wednesday 6PM: Town Administrator Boynton reported the architect will be presenting the first draft of the concept plan and budget numbers at this meeting.

Mr. Boynton stated that the Town has done a good job on the master plan, open space, fields, and parks, but we have not addressed the buildings noting we are at that point in time with substantial costs coming related to buildings. He is requesting that as part of the next Capital Budget planning cycle to request funds for a municipal facility feasibility study which would include electricity, plumbing, structural issues, and future space needs into 2025. Unless the Board objects, he would like to move forward. Selectman Crowley stated his agreement and recommended that Mr. Boynton proceed. He requested that the Board review the scope of work and budget before this is brought before Town Meeting. Mr. Boynton stated it would probably cost approximately \$250,000 to do it right. Selectman Crowley asked that Mr. Boynton see if there was anything done in the past to use as a template.

Town Administrator Out of Office:

- Friday, July 13th & 20th – Personal Days
- Tuesday, July 24 – Monday July 30 – Vacation

NEXT Regular Selectmen's Meeting – August 13, 2018

The Board changed the Thursday meeting to Friday in order to have a quorum for voting on Selectman Crowley's one-day alcohol license along with a contract amendment with Beta Engineering due to the

unanticipated increased number of inspections required outside of those detailed in the initial contract determination.

Selectmen's Reports

There were no items for the Board to review.

Selectman White reported that the Historical Commission reinstated the Boston Post Cane which was given to Ann Saulen in a nursing home in Milford noting this has not been given out for over fifty years. She also reported on the swearing in ceremony of the firefighters including, Craig Vinton to Captain, Michael Fasolino to Deputy Chief and the new Chaplain.

Selectman Crowley requested that the Town Administrator address the dialog on the internet regarding the electrical rates related to the Municipal Aggregation to correct the misinformation. He requested that Mr. Boynton make the Board aware of the work and effort related to the permitting fees for Salmon. Mr. Boynton reported the collaborative effort of his team noting the permit for the main building was pulled on June 29th resulting in \$416,000 to be allocated towards free cash. He also reminded the Board of the need to address the transition of the EMS Enterprise Fund to the General Fund as the first year of this transition will require an influx of cash.

At 8:28 PM Selectman Trindade moved to adjourn. Selectman White seconded. Vote: 5-0-0.

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