

# **TOWN OF MEDWAY, MASSACHUSETTS 2014 ANNUAL TOWN REPORT**



## **BOARD OF SELECTMEN**

**Dennis Crowley, Chairman  
John Foresto, Vice Chairman  
Richard D'Innocenzo, Clerk  
Glenn Trindade  
Maryjane White**

## **TOWN ADMINISTRATOR**

**Suzanne Kennedy  
through 7/25/14  
Michael Boynton  
from 7/28/14**

# **IN MEMORIAM**

Florence Wheeler  
June 18, 1922-March 27, 2014

Joseph P. Hoban  
Dec. 5, 1927-Sept. 10, 2014



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## COMMUNITY PROFILE

### Incorporated

- 1713

### Land Area

- 11.54 square miles

### County

- Norfolk

### Population

- 13,200

### Form of Government

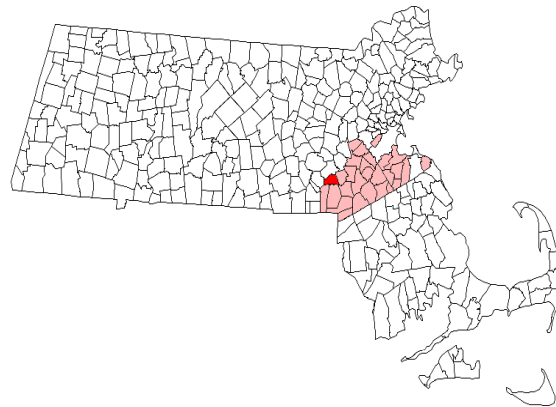
- Town Administrator
- Five-member Board of Selectmen
- Open Town Meeting

**FY2015 Tax Rate Per  
Thousand – \$18.24**

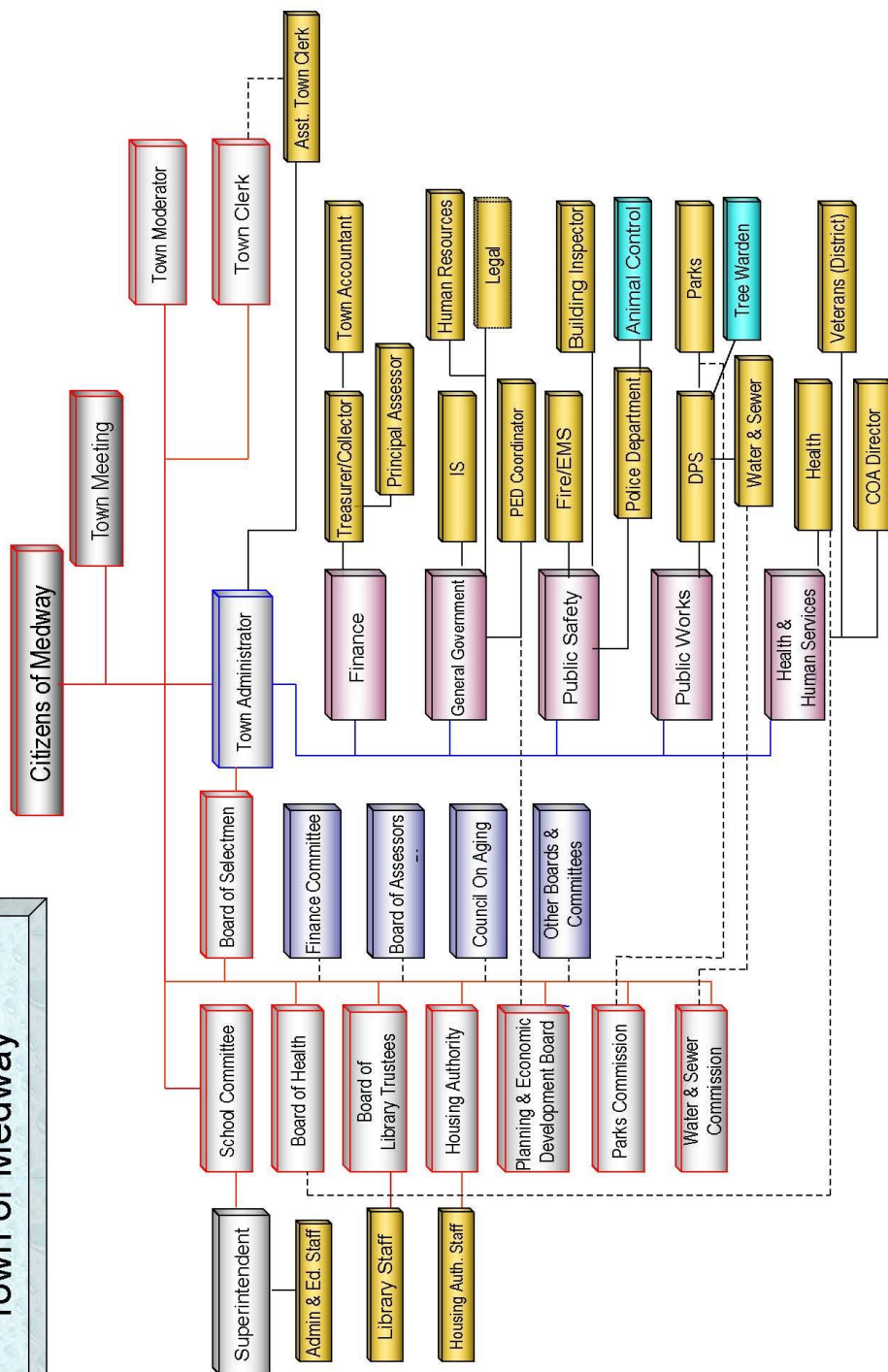
**2014 Average Single  
Home Value –  
\$335,851**

**To find out more about  
Medway's municipal  
services, please visit  
[www.townofmedway.org](http://www.townofmedway.org)**

**Town Offices  
155 Village Street  
Medway, MA 02053  
Phone – (508) 533-3264  
Fax – (508) 321-4988  
[ta@townofmedway.org](mailto:ta@townofmedway.org)**

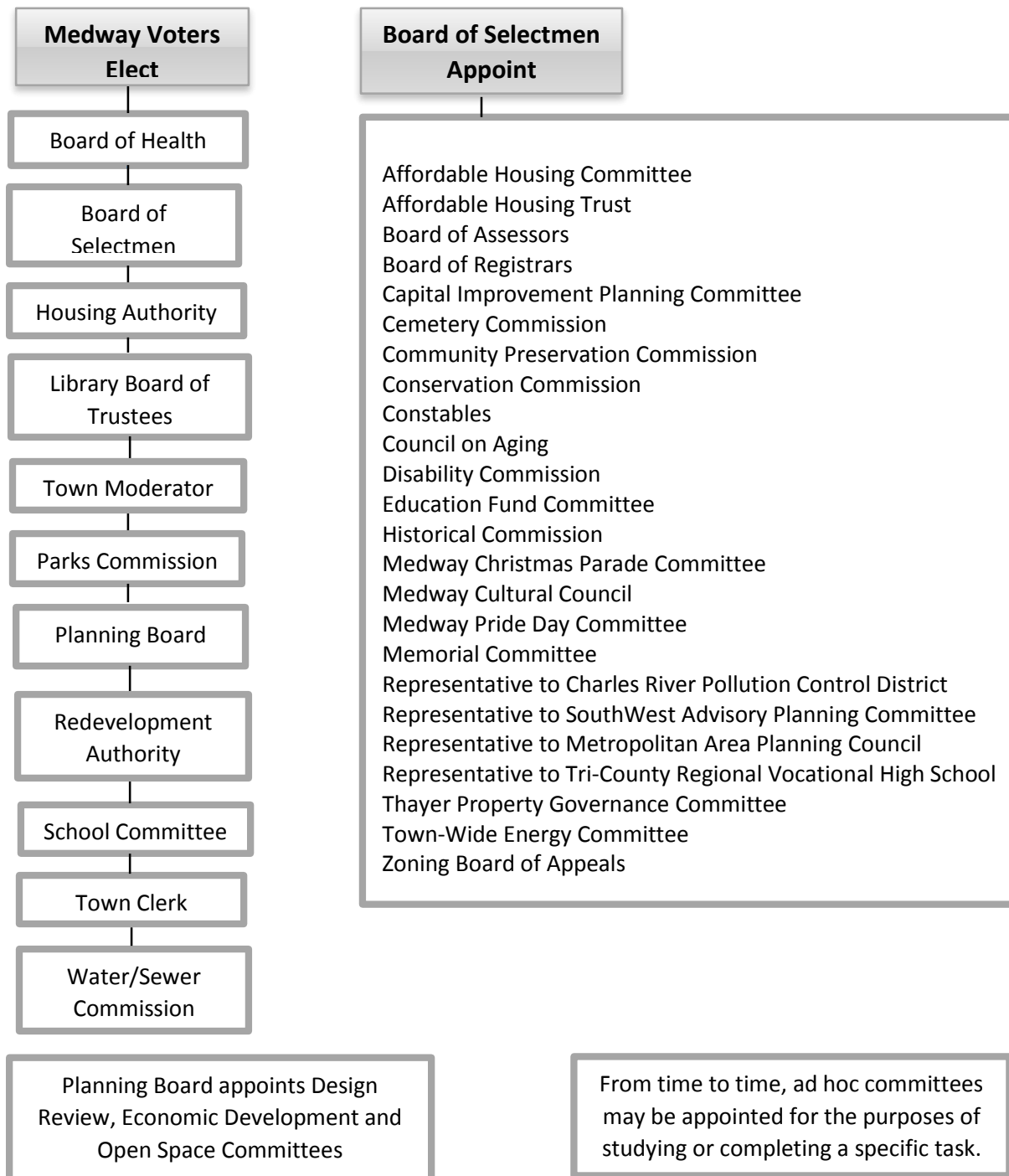


## Organizational Structure Town of Medway





## BOARDS, COMMITTEES AND COMMISSIONS





## **Officers of the United States of America**

### **President**

Barack H. Obama

### **Vice President**

Joseph R. Biden

### **Senators**

Edward Markey

Elizabeth Warren

### **Congressman**

Joseph P. Kennedy III



## **Officers of the Commonwealth of Massachusetts**

### **Governor**

Deval L. Patrick

### **Lieutenant Governor**

### **Secretary of the Commonwealth**

William F. Galvin

### **Treasurer**

Steven Grossman

### **Attorney General**

Martha Coakley

### **Auditor**

Suzanne M. Bump

### **State Senator**

Karen E. Spilka

### **State Representatives**

John V. Fernandes

Jeffrey Roy



## **Elected Officials**

### **Board of Health**

Michael Heavey  
John Mill III  
Jordan Warnick  
Richard D'Innocenzo, BOS Representative  
Ellen Hillery/ Barry Schroeder, Finance  
Committee Representatives  
Andrew Rodenhiser, PEDB Representative

### **Board of Selectmen**

Dennis Crowley  
Richard D'Innocenzo  
John Foresto  
Glenn Trindade  
Maryjane White  
Christopher Lagan/Frank Rossi, Finance  
Committee Representatives  
Andrew Rodenhiser, PEDB Representative

### **Housing Authority**

Robert Ferrari (State Appointment)  
Michael Matondi  
Helen O'Donnell  
Mary O'Leary  
Carl Rice  
Richard D'Innocenzo, BOS Representative

### **Library Board of Trustees**

Carol Brown  
Diane Burkhardt  
Edward Duggan  
Karen Kassell  
Christopher Monahan  
John Smith  
John Foresto, BOS Representative  
Rohith Ashok/Christopher Lagan, Finance  
Committee Representatives

### **Town Moderator**

Mark Cerel

### **Parks Commission**

Sean Murphy  
Ross Rackliff  
Robert Reagan

### **Planning and Economic Development Board**

Richard Di Iulio, Associate Member  
Thomas Gay  
Matthew Hayes  
Andrew Rodenhiser  
Karyl Spiller-Walsh  
Robert Tucker  
Glenn Trindade, BOS Representative  
Rohith Ashok/James Sullivan, Finance  
Committee Representatives

### **Redevelopment Authority**

Douglas Downing  
Michael Griffin  
Raymond Himmell  
Andrew Rodenhiser  
Paul Yorkis (State Appointment)  
Todd Alessandri/Frank Rossi, Finance  
Committee Representatives

### **School Committee**

Carole Bernstein  
Diane Borgatti  
Richard Eustis  
Dawn Rice-Norton  
Cynthia Sullivan  
Dennis Crowley, BOS Representative  
Richard D'Innocenzo, BOS Representative  
Todd Alessandri/James Sullivan, Finance  
Committee Representative

### **Town Clerk**

Maryjane White

### **Water/Sewer Commission**

Leo O'Rourke  
Cranston Rogers  
Robert Wilson  
Glenn Trindade, BOS Representative

\*Post May 20, 2014 Election



## **Boards, Committees and Commissions**

### **Affordable Housing Committee**

Robert Ferrari  
Teresa O'Brien  
Alison Slack  
Glenn Trindade, BOS Representative  
Andrew Rodenhiser, PEDB Representative

### **Affordable Housing Trust**

Judi LaPan  
John Maguire  
Ann Sherry  
Karen Soter  
Glenn Trindade, Member/BOS Representative  
Andrew Rodenhiser, PEDB Representative

### **Board of Assessors**

Peter Manning  
Jack McKeirnan\*\*  
William Oldmixon  
Dennis Crowley, BOS Representative  
Andrew Rodenhiser, PEDB Representative

### **Board of Registrars**

Barbara Horowitz  
Christine Lorenzen  
Florence Mucci  
Maryjane White, BOS Representative

### **Capital Improvement Planning Committee**

James Gillingham  
Daniel Perkins  
Kelly O'Rourke  
Michelle Reed  
Peter Sigrist  
Dennis Crowley, BOS Representative  
Meghan Hoffman/Christopher Lagan,  
Finance Committee Representatives  
Matthew Hayes, PEDB Representative  
Diane Borgatti, School Representative

### **Cemetery Commission**

Bruce Hamblin  
Jeanne Johnson

### **Community Preservation Commission**

Mark Cerel  
David Kaeli  
James Wieler  
Alison Slack, Affordable Housing Rep.  
Maryjane White, BOS Representative  
Ken McKay, Con Com Representative  
Ellen Hillery/Frank Rossi, Finance Committee  
Representatives  
Tina Wright, Open Space Representative  
Robert Tucker, PEDB Representative

### **Conservation Commission**

Anthony Biocchi  
Jennifer Bosselman  
Ken McKay  
David Travalini  
Glenn Trindade, BOS Representative  
Robert Tucker, PEDB Representative

### **Constables**

Gary Eklund  
William Pride  
Paul Trufant  
John Foresto, BOS Representative

### **Council on Aging**

Mary Anderson  
Veronica Clark  
Paul DeSimone  
Nanette Glenny  
Siri Krishna Khalsa  
Judy Lane  
Grace Rossetti  
Charlene Saunders  
Francis Saunders  
Mary Lou Staples  
John Wooster

\*Reflect Fiscal Year 2015 appointments

\*\*Temporary appointment



## **Boards, Committees and Commissions (Cont.)**

### **Design Review Committee**

Matthew Buckley  
Julie Fallon  
Bruce Hamblin, Associate Member  
Rod MacLeod  
Rachel Walsh  
Mary Weafer  
Karyl Spiller-Walsh, PEDB Representative

### **Economic Development Committee**

Ken Banceweicz  
James Byrnes  
Tina Chemini  
Andrew Rodenhiser  
Paul Yorkis  
Maryjane White, BOS Representative  
Todd Alessandri/Frank Rossi, Finance  
Committee Representatives  
Andy Rodenhiser, PEDB Representative

### **Educational Fund Committee**

Heidi Anderson  
Melinda Peden  
Derek Phinney

### **Evaluation of Parks, Fields and Recreation Areas Committee**

Mark Diebus  
Richard D'Innocenzo  
Michael Francis  
Robert Pearl  
Ross Rackliff  
Robert Reagan, Jr.

### **Finance Committee**

Todd Alessandri  
Rohith Ashok  
Meghan Bernardo-Hoffman  
Ellen Hillery  
Christopher Lagan  
Jeffrey O'Neill  
Frank Rossi  
Barry Schroeder  
James Sullivan  
Dennis Crowley, BOS Representative

### **Finance Committee [Cont.]**

Andrew Rodenhiser, PEDB Representative  
Cynthia Sullivan, School Representative

### **Historical Commission**

Donna Hainey  
Jeanne Johnson  
Eugene Liscombe  
Paul Russell  
Mark Wilcox

### **Medway 300 Committee**

Carole Bernstein  
Dennis Crowley  
John Foresto  
Steven Richardson  
John Robinson  
Karyl Spiller-Walsh  
Mark Wilcox

### **Medway Christmas Parade Committee**

Scott Guyette  
Richard Parrella  
Allen Tingley

### **Medway Community Farm Liaison Committee**

Phyllis Cerel  
Dennis Crowley  
David Kaeli  
Patrick McHallam  
Susan Rorke  
Robert Tucker  
Glenn Trindade, BOS Representative  
Robert Tucker, PEDB Representative

### **Medway Cultural Council**

Susan Chase  
Sandra Dobday  
Cynthia McLaughlin  
Peter Monego  
Heather Ross  
Heather Scott  
Robert Wilson

\* Reflect Fiscal Year 2015 appointments

\*\*Temporary appointment





## **Boards, Committees and Commissions (Cont.)**

### **Medway Housing Authority**

Robert Ferrari - State Appointee

### **Medway Pride Day Committee**

Susan Alessandri

Karen Maxwell

### **Memorial Committee**

Peter Ciolek

Douglas Downing

Richard Keogh

John Larney

Michael Matondi

Richard Parrella

Robert Saleski

Frank Saunders

Allen Tingley

Paul Trufant

### **Open Space Committee**

Laura Bockoven

Michael Francis

Bruce Hamblin

Paul Marble

Patrick McHallam

James Wickis

Tina Wright

Glenn Trindade, BOS Representative

Karyl Spiller-Walsh, PEDB Representative

### **Redevelopment Authority**

Paul Yorkis, State appointee

### **Route 109 Advisory Committee**

Matthew Buckley

Dennis Crowley

Dan Hooper

Maryjane White

Paul Yorkis

Matthew Hayes, PEDB Representative

### **Thayer Development Committee**

Mark Cerel

John Foresto

Dan Hooper

Sean Murphy

Mark Wilcox

Karyl Spiller- Walsh, PEDB Representative

### **Thayer Property Governance Committee**

Dennis Crowley

John Foresto

Carl Rice

### **Town-Wide Energy Committee**

Carey Bergeron

David Brownell

Peter Cooper

Lawrence Ellsworth

Shelley Wieler

John Foresto, BOS Representative

Robert Tucker, PEDB Representative

Diane Borgatti, School Representative

### **Zoning Board of Appeals**

Anthony Biocchi

David Cole

Matthew Flotta

Carol Gould

William Kennedy

Craig Olsen

Glenn Trindade, BOS Representative

Andrew Rodenhiser, PEDB Representative

Reflect Fiscal Year 2015 appointments

\*\*Temporary appointment



## MEETING SCHEDULE

Annual Town Election	May 20, 2014
Annual Town Meeting	May 12, 2014
Fall Town Meeting	November 10, 2014

<p>Affordable Housing Committee</p> <p>Affordable Housing Trust</p> <p>Board of Assessors</p> <p>Board of Health</p> <p>Board of Selectmen</p> <p>Capital Improvement Planning Committee</p> <p>Community Preservation Committee</p> <p>Conservation Commission</p> <p>Council on Aging</p> <p>Design Review Committee</p> <p>Economic Development Committee</p> <p>Finance Committee</p> <p>Historical Commission</p> <p>Housing</p> <p>Library Board of Trustees</p> <p>Open Space Committee</p> <p>Parks and Recreation Commission</p> <p>Planning and Economic Development Board</p> <p>School Committee</p> <p>Town-wide Energy Committee</p> <p>Water and Sewer Commission</p> <p>Zoning Board of Appeals</p>	<p>2<sup>nd</sup> Wednesday of each month – 7:30PM/Senior Center</p> <p>1<sup>st</sup> Wednesday of each month – 6:30PM/Senior Center</p> <p>Dates/Times vary – Assessors Office</p> <p>2<sup>nd</sup> and 4<sup>th</sup> Monday of each month – 6:30PM/Library</p> <p>1<sup>st</sup> and 3<sup>rd</sup> Monday of each month – 7:00/Sanford Hall</p> <p>2<sup>nd</sup> Wednesday of each month – 7:00PM/Library</p> <p>4<sup>th</sup> Wednesday of each month – 7:00PM/Sanford Hall</p> <p>1<sup>st</sup> Monday of each month – 7:30PM/High School Library</p> <p>1<sup>st</sup> and 3<sup>rd</sup> Thursday of each month – 7:30PM/Sanford Hall</p> <p>2<sup>nd</sup> Tuesday of each month – 2:00PM/Senior Center</p> <p>1<sup>st</sup> and 3<sup>rd</sup> Monday of each month – 7:00PM/Library</p> <p>2<sup>nd</sup> Wednesday of each month – 7:00PM/High School</p> <p>2<sup>nd</sup> Wednesday of each month – 7:00PM/Sanford Hall</p> <p>2<sup>nd</sup> Wednesday of each month – 7:30PM/Historical Society</p> <p>As posted – Management Office, Mahan Circle</p> <p>1<sup>st</sup> Tuesday of each month – 7:00PM/Library</p> <p>1<sup>st</sup> Tuesday of each month – 7:00PM/Senior Center</p> <p>2<sup>nd</sup> and 4<sup>th</sup> Tuesday of each month – 7:00PM/Sanford Hall</p> <p>1<sup>st</sup> and 3<sup>rd</sup> Thursday of each month – 7:00PM/Middle School</p> <p>3<sup>rd</sup> Wednesday of each month – 7:00PM/High School</p> <p>Monthly - Mondays (dates vary) – 5:00PM/DPS Office</p> <p>1<sup>st</sup> and 3<sup>rd</sup> Wednesday of each month – 7:45PM/Sanford Hall</p>
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\*\* Note these are general meeting guidelines subject to change – additional/canceled meetings, alternative times and locations.



## **Appointed Officers**

### **Town Administrator**

Suzanne Kennedy [through 7/25/14]  
Michael Boynton [from 7/28/14]

### **Labor Counsel**

Marc Terry

### **Special Counsel (TA appoints)**

Vacant

### **Town Counsel**

Barbara Saint Andre

### **Animal Control Officer**

Brenda Hamelin

### **Assessor**

Donna Greenwood

### **Community Housing Coordinator**

J. Douglas Havens

### **Conservation Agent**

Bridget Graziano

### **Council on Aging Director**

Missy Dziczek

### **DPS Director**

Thomas Holder

### **Emergency Management Director (BOS appoints)**

Jeffrey Trust

### **Finance Director/Treasurer – Collector**

Melanie Phillips

### **Fire Chief**

Jeffrey Lynch

### **Health Agent**

Stephanie Bacon

### **Human Resources Director**

E. Susan Ellis

### **Inspector of Buildings/ Zoning Enforcement Officer**

John Emidy [through 10/24/14]  
John Mee [from 10/27/14]

### **IT Director**

Richard Boucher

### **Planning Coordinator**

Susan Affleck Childs

### **Police Chief**

Allen Tingley

### **Town Accountant**

Carol Pratt

### **Veterans Agent**

John Givner

### **On-Call Building Inspector**

John Naff

### **Plumbing/Gas Inspector**

James Coakley

### **Associate Plumbing/Associate Gas Inspector**

Gerard Smolinsky

### **Wiring Inspector**

Scott Guyette  
Jeffrey Hovey

### **Fence Viewer**

Allen Tingley



## **Appointed Officers (Cont.)**

### **Parking Clerk**

Vacant

### **Sealer of Weights & Measures**

Michael Clancy

### **Tree Warden/Moth Agent**

Rolf Briggs

### **Representatives to Charles River Pollution Control District**

Peter DeSimone

Douglas Downing

### **Representative to Metropolitan Area Planning Council**

Andrew Rodenhiser

### **Representatives to SWAP**

Susy Affleck-Childs (Planning Coordinator)

### **Representative to Tri-County Vocational School**

Linda Reynolds

### **Selectmen's Representative to GATRA**

Maryjane White

### **Selectmen's Representative to MBTA Advisory Board**

Richard D'Innocenzo

### **Selectmen's Representative to Norfolk County Advisory Board**

Maryjane White

### **Selectmen's Representative to SWAP**

Glenn Trindade

### **Selectmen's Rep. to Tri-County Vocational School**

Glenn Trindade



## PUBLIC SAFETY

### **Animal Control Officer**

Brenda Hamelin

### **Emergency Management Director (BOS appoints)**

Jeffrey Trust

### **Fire Chief**

Jeffrey Lynch\*

#### **Deputy Chief**

Allen Tingley

#### **Assistant Chief**

James Smith

#### **Firefighter/EMTs**

Lt. Matthew Anzivino\*

Steven Brody\*

James Earle Jr.

Michael Fasolino\*

Timothy Hutton

Lt. Thomas Irwin\*

Lt. David Leavenworth\*

Joseph MacDougall

Andrew Mahan

Kevin Moreau\*

Lt. Robert O'Neill

Walter Steeves

Lt. Brian Tracy\*

Lt. Craig Vinton\*

Kevin Vinton

Alan Weiner

*\*Denotes full-time*

#### **Firefighters**

John Cooper

Travis Holloway

Nicholas Kingsley

Lt. Michael Leland

Joseph Lynch

Samantha McNeillie

Kevin Moreau

Ron Mullen

William Scherer

Christopher Stygles

Lt. Peter Trufant

Christine Verdolino

Byron Vinton

Jason Vinton

Connor Westenfield

#### **EMTs**

Alan Cornoni

Michael Heavey

Timothy Raftery

#### **Station One**

Capt./EMT - Thomas Irwin\*

Lt./EMT Robert O'Neill

Lt. Peter Trufant

#### **Station Two**

Capt./EMT Joseph MacDougall

Lt. Michael Leland

#### **Emergency Medical Services**

David Leavenworth - Coordinator\*

Timothy Raftery - Assistant Coordinator

Vacancy - Training Coordinator

#### **Administrative Assistant**

Natalie Lennon

#### **Health Agent**

Stephanie Bacon

#### **Inspector of Buildings/**

#### **Zoning Enforcement Officer**

John Emidy [through 10/24/14]

John Mee [from 10/27/14]

#### **On-Call Building Inspector**

John Naff

#### **Plumbing/Gas Inspector**

James Coakley

**Associate Plumbing/Associate Gas Inspector**

Gerard Smolinsky

**Wiring Inspector**

Scott Guyette

Jeffrey Hovey

**Police Chief**

Allen Tingley

**Police Lieutenant**

William Boultenhouse

**Police Sergeants**

Jason Brennan

William Kingsbury

David McSweeney

Jeffrey Watson

**Detective**

Matthew Reardon

**Police Officers**

Peter Fasolino

Donald Grimes

Derek Harrington

Joseph MacDougall

John McLaughlin

Paul McLaughlin

David McRoberts

John Meincke

Stephen Mitchell

Ryan Ober

Robert O'Neill, Jr.

John Rojee

Richard Simard, II

**Police/Fire Communications Officers**

William Freitas\*

Thomas Godino

Andrew Mahan\*

Anthony Nigro

Carl Sheppard

William White

*\*Denotes part-time or as-needed*

**Permanent Intermittent Police Officers**

William Freitas

Thomas Hamano

**Special Police Officers**

Matthew Anzivino

James Boyan

Kevin Brennan

David Duncan (Photographer)

Cheryl Goodspeed

Michael Heavey

David Lambirth

David Leavenworth

Andrew Mahan

Richard Malo

Frederick Paulette

Robert Rojee

Charlene Tingley

Gerald Tracy

Barbara Trufant

**School Traffic Crossing Guards**

Cheryl Goodspeed

Deborah Lavalle

Judi LaPan

Barbara Trufant

Gale Wilcox

**Matrons**

Cheryl Goodspeed

Kate Hickey

Judi LaPan

Charlene Tingley

Barbara Trufant

Gale Wilcox

**Administrative Assistant**

Erin Sullivan



## **TOWN EMPLOYEES**

### **Department of Public Services**

Thomas Holder, Director  
David D'Amico, Deputy Director  
Sarah Pawluczzonek, Operations Manager  
Judi LaPan, Program Administrator  
Jill Karakeian, Administrative Assistant  
Robert McGee, Project Manager  
James Smith, Jr., Highway Superintendent  
John Tucker, Highway Assistant  
Superintendent  
Fred Sibley, Operations Manager,  
Environmental Services  
Steve Carew, Assistant Operations Manager,  
Environmental Services  
Daryl Blethen, Supervisor, Environmental  
Services  
John Piccone, Principal Fleet Technician  
Rick Nickerson, Fleet Technician  
Jason Beksha, Heavy Equipment Operator  
Sean Casey, Right-Of-Way Maintenance  
Supervisor  
Rich Kernan, Heavy Equipment Operator  
Ken Semergian, Heavy Equipment Operator  
David Malmberg, Heavy Equipment Operator  
William Scherer, Heavy Equipment Operator  
Tim Abberton, Supervisor  
William Donahue, Water/Sewer System Oper.  
Jeffrey Roach, Water/Sewer Systems Operator  
Mark Leonardo, Water/Sewer Systems Oper.  
Paul Morris, Water/Sewer Systems Operator  
Ryan Dynn, Water/Sewer Systems Operator  
Barry Smith, Water/Sewer, Superintendent  
Anthony Malmberg, Recycling Center  
Richard Dennis, Recycling Center  
Daryl Ribao, Recycling Center Heavy  
Equipment Operator  
Clarence Gay, Building Maintenance  
Jonathan Power, Building Maintenance  
Kent Shorette, Building Maintenance

### **Finance Department**

Melanie Phillips, Director

#### **Accounting**

Carol Pratt, Town Accountant

Pamela Champagne, Assistant Town  
Accountant  
Natalie Tocco, Accounting Assistant

#### **Assessor**

Donna Greenwood, Principal Assessor  
Andrew Smyth, Deputy Assessor  
Terri Balabanis, Administrative Secretary

#### **Treasurer/Collector**

Melanie Phillips, Treasurer/Collector  
Joanne Russo, Assistant  
Treasurer/Collector  
Marie Shutt, Assistant Collector  
Paige Eppolito, Assistant Treasurer

### **Conservation**

Bridget Graziano

### **Council on Aging**

Missy Dzikczek, Director  
Kathryn Bullock, Program Coordinator  
Linda Hastings, Nurse  
Kate Fennyery, Outreach Worker  
Pauline Russo, Outreach Worker  
Judy Notturmo, Volunteer Coordinator, Van  
Driver  
Louise Doane, Transportation Coordinator  
Deb GrandPre, Bus Driver  
Dave Houghton, Bus Driver

### **Health**

Stephanie Bacon, Health Agent

### **Human Resources**

Eileen Ellis, Director  
Paige Eppolito, Human Resources Coordinator

### **Information Service**

Richard Boucher, Director  
Sean Peplinski, Network Engineer  
Michael Conway, Database Administrator  
Jesse Cordeiro, Technology Specialist  
Christopher Owen, Technology Specialist

**Library**

Margaret Perkins, MLS, Director  
Mariah Manley, Children's/Young Adult Librarian  
Katherine Buday, Technical Services Librarian  
Lorie Brownell, Library Assistant II  
Sandra Dobday, Library Assistant I  
Paula Labella Belanger, Library Assistant I  
Tamara Page, Library Assistant I  
Susan Allison, Library Assistant I  
Diane Busa, Substitute Library Assistant  
Michele Hamilton, Substitute Library Assistant  
Frances Hollister, Substitute Library Assistant [through 9/9/14]  
Laura Kurzontkowski, Substitute Library Assistant  
Wendy Rowe, Substitute Library Assistant  
Andrew Busa, Community Area Steward

**Planning & Economic Development**

Susan Affleck-Childs, Planning Coordinator  
Fran Hutton-Lee, Administrative Assistant

**Town Administrator/Selectmen**

Suzanne Kennedy, Town Administrator [through 7/25/14]  
Michael Boynton, Town Administrator [from 7/28/14]  
Allison Potter, Assistant to the Town Administrator  
Karen Kisty, Operations Manager

**Town Clerk**

Maryjane White, Town Clerk  
Charlene Tingley, Assistant Town Clerk

**Veterans Services**

John Givner, Veterans Director, MetroWest Veterans'  
Services District

**Board of Selectmen**

*Dennis P. Crowley, Chair*  
*John A. Foresto, Vice-Chair*  
*Richard A. D'Innocenzo, Clerk*  
*Glenn D. Trindade*  
*Maryjane White*



Medway Town Hall  
155 Village Street  
Medway, MA 02053  
Phone (508) 533-3264  
Fax (508) 321-4988

**TOWN OF MEDWAY**  
**COMMONWEALTH OF MASSACHUSETTS**

Dear Medway Residents,

Fiscal Year 2015 has certainly been a challenging year. I sincerely hope by the time you are reading this that all of the snow in Medway has melted, even the high snow banks at Medway Commons. The record snowfall certainly depleted our snow budget (original budget: \$425,000; final tally: \$825,000). This budget overrun will be covered by a free cash appropriation to be voted at the May 2015 Special Town Meeting.

The good news is that the Town is on solid financial ground overall. The ten-year deficit financing bond that saved the Town from possible bankruptcy has been paid off, and the Town has built up substantial financial reserves.

But, there are challenges ahead. The Town infrastructure (roads, sidewalks, bridges) is in need of repairs, as well as some of our Town buildings. In addition, the Board of Selectmen continues to face challenges in balancing the Town's budget, which depends largely on local property taxes and state aid. Unfortunately, Medway's state aid has been flat for the past several years and, in fact, the Town has been losing money in state aid when looking at constant dollars. Yet, make no mistake, we are committed to working with our staff and community volunteers alike to continue our positive progress.

The Board of Selectmen continues to support smart growth with the anticipation of new tax revenues (Salmon Health Assisted Living Residences, Millstone Village Age-Qualified Housing Development, and Exelon plant expansion), while keeping an eye on maintaining the historically rural nature of the Town.

Many of you have likely observed that the Thayer Homestead renovation and addition was completed this past year. This gorgeous venue is already popular for both public and private events. Many weekends are booked for showers, birthday parties and weddings, as well as community events, such as summer movie nights. The addition of the Thayer Homestead adjacent to Choate Park has extended the Town's centrally located community and recreational space and should be enjoyed by residents for years to come.



#### Highlights of 2014:

- Release from obligations of deficit financing - two years ahead of schedule
- No negative comments from outside auditor
- Strong financial reserves, excellent Bond Rating (S&P AA+)
- No overrides or debt exclusions projected for the foreseeable future
- Thayer Homestead completed and operational as a special event venue
- Replacement of Hanlon Field and construction of two additional artificial turf athletic fields at and adjacent to the High School
- Continued road repair and maintenance (West St., Kenney Dr., - \$854,500)
- Water main replacements (Village St., Adams St., - \$978,000)
- Establishment of the Medway Redevelopment Authority
- Hire of Director of Community & Economic Development and shared Energy Manager
- Purchase of former American Legion property for Affordable Housing development



Hanlon Field



Live Fire Training

**The Selectmen goals:**

- Continued infrastructure upgrade and maintenance
- Commencement of construction of the Rte.109 redesign with an estimated contract award in November 2015
- Economic development with a focus on the Oak Grove parcel near Rte. 495
- Design of new Department of Public Services facility
- Continued improvements in operational efficiencies
- Replacement of McGovern Elementary School windows
- Addressing Other Post-Employment Benefits (OPEB) liability through adoption of Local Meals Tax

This year also saw the retirement in July of former Town Administrator Suzanne Kennedy, who began her tenure in Medway in 2005. Suzanne was instrumental in guiding the Town through serious financial challenges and returning the Town to solid financial ground. We are grateful for her diligent efforts on behalf of the Town of Medway and wish her a rewarding next chapter. A search for her replacement resulted in the Board's appointment of Michael Boynton as the new Town Administrator. Mr. Boynton, who was most recently the Town Administrator of Walpole for thirteen years, brings to the Town a wealth of experience and talent in public administration. We are confident he will serve us well in the coming years.

In conclusion, the Board appreciates the tireless efforts of Town staff and the many resident volunteer board, committee, and commission members that have supported the Town throughout the year. Your continued support serves to make the town of Medway a friendly, vibrant, and thriving community.

Respectfully submitted,

Dennis P. Crowley, Chairman

Medway Board of Selectmen

Dennis P. Crowley, Chairman

John Foresto, Vice Chairman

Richard D’Innocenzo, Clerk

Glenn Trindade

Maryjane White



Standing - John Foresto, Glenn Trindade; Seated - Richard D’Innocenzo, Dennis Crowley, Maryjane White

# **REPORT OF THE BOARD OF ASSESSORS**

## **GENERAL SCOPE AND FUNCTION**

The Department of the Board of Assessors is comprised of three appointed Medway citizens and three full time staff employees: Principal Assessor, Deputy Assessor, and Administrative Assistant.

The Office of the Board of Assessors is a value-based department. The assessors are primarily responsible for determining the full and fair cash value of all real and personal property within the municipality.

Other duties of the assessors include: administering motor vehicle excise tax, compiling and submitting the annual Tax Rate Recapitulation to the Department of Revenue, abating/exempting or deferring taxes, defending established values on abatement applications and at the Appellate Tax Board hearings, maintaining tax assessment maps, and overseeing the town's overlay reserve account (an account established to fund abatements, exemptions, and unpaid taxes for the respective fiscal year).

Tax law intends for each taxpayer to pay an equitable share of the tax burden in proportion to the value of the property or asset. This is known as ad valorem tax, or according to value tax. It is important to note that Assessors do not raise or lower taxes, nor do the Assessors set rate of taxation (tax rate). These determinations are made with the assistance of assessment values, but are decisions made outside the scope of the Assessing Department.

## **FISCAL YEAR 2014**

Fiscal year 2014 was an interim year for the Town of Medway. This type of town valuation occurs for two years in between the triennial certification year for each municipality in the Commonwealth of Massachusetts. Assessors review market information and adjust values accordingly. The assessment date for all property in Medway was January 1, 2013 for FY 2014.\*

\*(with the exception of properties that have current permit, the date of assessment for those properties was June 30, 2013 per locally adopted article, Chapter 653, s 40, acts of 1989)

- Residential properties are generally valued and adjusted based upon market sales that occurred in calendar year 2012.
- Commercial & industrial properties are generally valued and adjusted based upon the following: market rental income, market rental expense, market vacancy rates and area income capitalization rates.

- Personal property is generally valued and adjusted based upon: asset description, condition, replacement cost new, year purchased and asset depreciation schedule.

### TAX RATE SCHEDULE

The total amount to be raised through taxation (tax levy) is calculated after all other sources of revenue and total expenses for the town are known. The levy for fiscal year 2014 was \$30,914,787.08. Listed below is the classification tax allocation for fiscal year 2014. The Department of Revenue approved a tax rate of \$18.84 per 1000 of value on December 9, 2014.

CLASSIFICATION	VALUATION	TAX DOLLARS	LEVY PERCENT
CLASS 1 - RESIDENTIAL	1,387,296,852	26,136,672.69	84.54%
CLASS 2 - OPEN SPACE	0	0.00	0%
CLASS 3 - COMMERCIAL	71,272,572	1,342,775.26	4.34%
CLASS 4 - INDUSTRIAL	58,613,941	1,104,286.65	3.57%
CLASS 5 - PERSONAL PROPERTY	123,728,900	2,331,052.48	7.54%
TOTAL	1,640,912,265	30,914,787.07	100.00%

### TAX RATE CALCULATION

Tax levy (revenue a community can raise through real and personal property taxes) divided by town valuation (total taxable town value) OR

$$\$30,914,787.08 / \$1,640,912,265 = \$18.84 \text{ PER 1000 OF VALUE OR } \$18.84/1000$$

A public hearing in November 2013 in which the Board of Selectman chose to tax all classes of property at the same rate, known as a single rate.

### SUMMARY

Overall, the real estate market in Medway leveled off during fiscal year 2014. Residential, commercial and industrial values remained constant from the previous year. The typical value for a single family home in Medway for Fiscal 2014 is \$335,851. Number of sales for fiscal year 2014 are up approximately 23%. It's important to note that when Medway real estate sales are analyzed; "arms-length" transaction sales are used. Non arms-length transactions sales such as foreclosed properties, short sales, etc. are not part of the value assessment process. The sales analysis captures market trends and adjustments are supported by the same for the assessment period.

Property values, tax assessment maps, and FAQ's relating to various functions of the assessing department can be found on the town's website ([www.townofmedway.org](http://www.townofmedway.org)).

Please call, email, or visit the office if you have any questions regarding your property value or the assessment process in general.

Respectfully submitted,

Donna Greenwood MAA  
Principal Assessor



## **REPORT OF THE FINANCE DIRECTOR/TREASURER/COLLECTOR**

### **Medway in Fiscal Year 2014**

Sound fiscal practices and policies led to our fourth consecutive year without a management letter from our auditors. This means that the auditors found no reportable conditions.

In 2014, the Town's bond rating was upgraded to AA+ by Standard and Poor's as a result of a new ratings model that was instituted. S&P applied the new model to all cities and towns and adjusted the entity's rating up or down based on the results. Medway's upgrade in bond rating will translate to approximately 25-75 basis points saved on bond rates which means tax dollars saved for debt service costs on new issues.

### **2014 REVENUES/EXPENSES**

Overall revenue collection for FY 2014 is 102.4% of budget while expenses were 94.7% of budget. These numbers point to the efforts made to collect revenue and control expense. Of note are real estate tax collection at 100.4% of budget, motor vehicle excise tax at 134.4% of budget, and licenses and permits at 168% of budget.

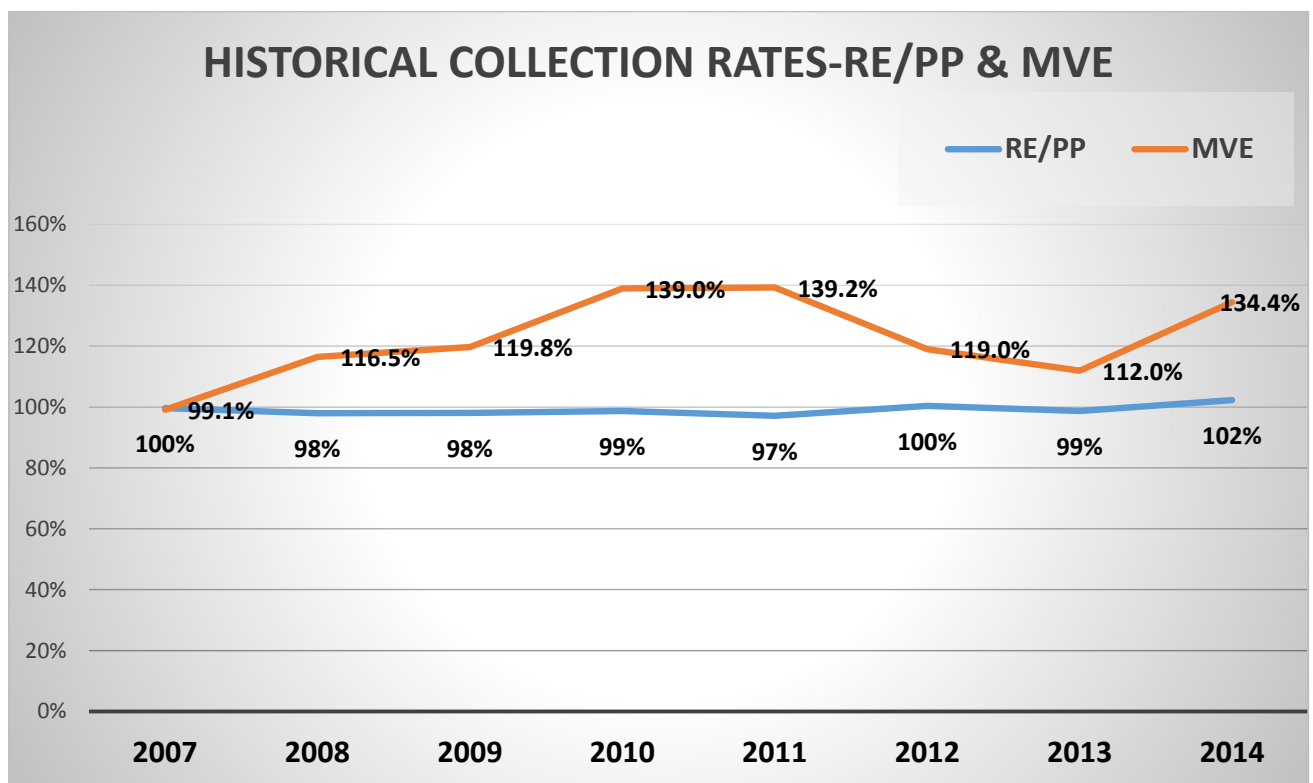
The increased real estate collection was due in part to a higher than normal collection rate for budgeted FY14 taxes (99.6%). The normal benchmark collection rate for current year taxes is 98 percent. In addition, we had collections of over a quarter of a million dollars from previous tax year receivables.

In FY 2014, we had an unprecedented \$1.8 million in MVE tax which represents a 29% increase over the previous year. The proponents of the increase are \$400k in prior years' excise tax collection either through collection efforts or new commitments from the Registry and an increase of nearly \$200k in current year tax collections over the previous year's collections.

### **FY 2014 Treasurer/Collector Measures:**

<b>2014 EST. BILLING:</b>	<b>RE/PP</b>	<b>MVE</b>	<b>UB</b>	<b>DEMANDS</b>	<b>EST. TOTAL</b>
Est. Bills sent	19,552	14,000	Sent by DPS	6,968	40,520
Est. Payments posted	19,161	9,800	11,760	Included in receivable totals	40,721

<b><u>OTHER:</u></b>	
Est. # MLC Requests	405
Revenue from MLCs	\$20,296
Est. # of Calls	2,300
Est. # of office visits	3,000



### **TOWN OF MEDWAY LONG - TERM DEBT**

The Town continues to maintain a debt level of not greater than 10% in accordance with the fiscal policies adopted in Fiscal 2007 by the Board of Selectmen. Debt level is one important indicator of the Town's fiscal management. This is one of the financial indicators that is also used by the bond rating agencies.

A significant milestone was reached regarding our financial condition this year. The Town paid its deficit financing in full two years earlier than required by deficit financing legislation. As a result, the Town of Medway is no longer required to obtain DOR



permission to borrow funds. That requirement and all other terms of the special legislation are lifted. The Town is restored to financial health.

The Town's long-term debt amortized \$3.5 million from the 2013 balance. The Town did not issue any new General Obligation Bonds in FY 2014 due to the small amount of borrowing authorized for general fund purposes in the previous year. Authorized borrowing needs were issued as a Bond Anticipation Note (short-term) in the amount of \$605k in April. This is the first BAN we have issued in several years due to the low interest rate environment. We have been bonding all borrowings to lock in low rates before rates rise. As a result of the low rate environment, we have lowered our weighted average interest rate to 2.69 per cent.

This small BAN will be bonded in the next fiscal year along with funding for the projects approved at the 2014 Annual Town Meeting.

Following is our long term debt information by issue as of June 30, 2014:

**TOWN OF MEDWAY LONG TERM DEBT BY ISSUE:**

<b>DATE BORROWED</b>	<b>PURPOSE OF BORROWING</b>	<b>MATURITY DATE</b>	<b>BALANCE AS OF 6/30/14</b>	<b>INTEREST COST</b>
5/15/2013	MULTIPURPOSE BOND	5/15/2033	5,935,000	2.22%
9/15/2012	MULTIPURPOSE BOND	9/15/2032	4,790,000	1.98%
2/15/2012	MULTIPURPOSE BOND	2/15/2032	7,190,000	2.02%
8/15/2010	REFUNDED 1997 GOB	6/15/2016	290,000	1.33%
8/15/2010	MULTIPURPOSE BOND	8/15/2029	5,745,000	2.43%
10/15/2009	MULTIPURPOSE BOND	10/15/2029	4,510,000	2.92%
11/15/2006	MULTIPURPOSE BOND	11/25/2025	7,200,000	4.00%
8/1/2004	SEPTIC REPAIRS	8/1/2023	37,190	5.01%

4/15/2003	MULTIPURPOSE BOND	4/15/2022	1,375,000	3.73%
3/1/2001	MULTIPURPOSE BOND	3/1/2016	430,000	4.25%
10/25/2000	SEPTIC REPAIRS	8/1/2018	33,276	4.97%
4/21/1987	SEWER	4/21/2017	18,000	5.00%
10/7/1985	SEWER	10/7/2014	24,100	5.00%

**TOTAL LONG TERM DEBT:     \$37,577,566**

**WEIGHTED AVERAGE INTEREST RATE: 2.69%**

I want to thank the members of the Financial Team for their hard work and dedication over this past year. It is my good fortune to work with you. Thank you also to the citizens of Medway. It is a privilege to serve this wonderful town.

Respectfully submitted,

Melanie M. Phillips

Finance Director/Treasurer/Collector



**TREASURER'S CASH REPORT ENDING JUNE 30, 2014**

**PETTY CASH IN OFFICE -**

**\$200.00**

School Lunch		8,871.48
General Fund		2,109,620.51
General Fund		58,075.19
EFT		22.57
Treasurer		834,771.53
Deputy Collect-On line		22,840.05
Vendor		(150.00)
Payroll		518.69
General Fund		5,558,781.23
On-line Collection		132,968.87
Collector cash		257,207.24
Collector		2,299,045.75
CPA		5,213,071.56
Storm Reserve		211,646.57
Planning Review		141,633.04
General Fund		502,986.65
Health Reserve		52,515.03
Fiscal Stability		785,714.40
Stabilization Funds		3,664,549.23
Conservation		105,801.33
General Fund		3,651,136.21
Deputy		27,302.87
Planning		69,968.09
General Fund		3,044,616.59

<b>Eminent Domain</b>		<b>780.76</b>
<b>EPAYABLES</b>		<b>111,179.12</b>
<b><i>TRUST ACCOUNTS:</i></b>		
<b>Scholarships</b>		<b>906,841.92</b>
<b>Road Bonds</b>		<b>369,924.42</b>
<b>Student Activity</b>		<b>169,770.39</b>
<b>Education Fund</b>		<b>6,107.25</b>
<b>Library Trust</b>		<b>132,203.98</b>
<b>Cemetery Trust</b>		<b>10,744.23</b>
<b>Art &amp; Lottery</b>		<b>3,788.19</b>
<b>Medway 300</b>		<b>36,338.28</b>
<b>Elderly Disabled Fund</b>		<b>566.66</b>
<b>Christmas Parade</b>		<b>15,326.54</b>
<b>OPEB TRUST</b>		<b>100,600.48</b>
<b>Affordable Housing Tr</b>		<b>496,072.97</b>

***TOTAL CASH: \$31,113,960.32***

## **Report of the Town Accountant**

The annual report for the fiscal year ending June 30, 2014 is hereby submitted showing the receipts and disbursements for the year.

Included is the combined Balance Sheet for All Funds Types and Groups, and a Combined Statement of Changes in Revenues, Expenditures and Fund Balances as of June 30, 2014.

I wish to thank Pam Champagne, Assistant Town Accountant, and Natalee Tocco, Accounting Clerk, for their invaluable help throughout the year.

Respectfully submitted,

Carol Pratt

Town Accountant



Medway Accounting Department Staff

Town of Medway, Massachusetts  
COMBINING BALANCE SHEET - ALL FUND TYPES and GROUPS  
FOR FISCAL YEAR END JUNE 30, 2014

	<u>General</u>	<u>Community Preservation</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
<b>ASSETS</b>				
Cash and short-term investments	\$15,997,090	\$5,008,728	\$4,344,020	\$25,349,838
Investments				
Receivables:				
Property taxes	1,962,783			1,962,783
Excises	157,197			157,197
Departmental and other	2,360	16,256	34,549	53,165
Due from other governments	24,000		141,135	165,135
	<hr/>			
TOTAL ASSETS	<u>\$18,143,430</u>	<u>\$5,024,984</u>	<u>\$4,519,704</u>	<u>\$27,688,118</u>
<b>LIABILITIES AND FUND BALANCES</b>				
Liabilities:				
Warrants payable	\$432,403	\$21,853	\$150,078	\$604,334
Accrued liabilities	3,473,229		135,244	3,608,473
Notes payable			470,000	470,000
Notes payable - deficit financing				
Tax refunds payable	244,227			244,227
Other liabilities	280,002		119,370	399,372
	<hr/>			
TOTAL LIABILITIES	4,429,861	21,853	874,692	5,326,406
DEFERRED INFLOWS of RESOURCES	1,894,318	16,256	34,549	1,945,123
Fund Balances:				
Nonspendable			110,869	110,869
Restricted		4,986,875	3,852,559	8,839,434
Committed	3,115,264			3,115,264
Assigned	2,966,290			2,966,290
Unassigned	5,737,697		(352,965)	5,384,732
	<hr/>			
TOTAL FUND BALANCES	<u>11,819,251</u>	<u>4,986,875</u>	<u>3,610,463</u>	<u>20,416,589</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$18,143,430</u>	<u>\$5,024,984</u>	<u>\$4,519,704</u>	<u>\$27,688,118</u>

Town of Medway, Massachusetts  
COMBINED STATEMENT OF CHANGES IN REVENUES, EXPENDITURES and FUND BALANCES  
FOR FISCAL YEAR END JUNE 30, 2014

	<u>General</u>	<u>Community Preservation</u>	<u>Non-major Governmental Funds</u>	<u>Total Governmental Funds</u>
<b>REVENUES</b>				
Property taxes	\$30,638,133	\$603,665		\$31,241,798
Excises	1,828,165			1,828,165
Penalties, interest and other taxes	145,701			145,701
Charges for services			2,220,221	2,220,221
Intergovernmental	17,049,929	415,467	3,235,925	20,701,321
Licenses and permits	497,342			497,342
Fines and forfeitures	25,249			25,249
Investment income	69,213	11,597	2,631	83,441
Miscellaneous	80,729		269,056	349,785
<b>TOTAL REVENUES</b>	<b>50,334,461</b>	<b>1,030,729</b>	<b>5,727,833</b>	<b>57,093,023</b>
<b>EXPENDITURES</b>				
Current:				
General government	2,836,748		276,074	3,112,822
Public safety	3,393,190		99,355	3,492,545
Education	30,806,503		4,519,798	35,326,301
Public works	2,117,810		783,154	2,900,964
Health and human services	351,753		154,024	505,777
Culture and recreation	760,893	121,197	2,554,436	3,436,526
Employee benefits	5,884,702			5,884,702
Debt service	3,403,816	204,450	10,442	3,618,708
Intergovernmental	727,510			727,510
<b>TOTAL EXPENDITURES</b>	<b>50,282,925</b>	<b>325,647</b>	<b>8,397,283</b>	<b>59,005,855</b>
Excess (deficiency) of revenues over expenditures	51,536	705,082	(2,669,450)	(1,912,832)
<b>OTHER FINANCING SOURCES (USES)</b>				
Operating transfers in	464,001		30,000	494,001
Operating transfers out	(229,810)	(30,000)	(360)	(260,170)
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>234,191</b>	<b>(30,000)</b>	<b>29,640</b>	<b>233,831</b>
Excess (deficiency) of revenues and other sources over expenditures and other uses	285,727	675,082	(2,639,810)	(1,679,001)
<b>FUND EQUITY, at Beginning of Year</b>	<b>11,533,524</b>	<b>4,311,793</b>	<b>6,250,273</b>	<b>22,095,590</b>
<b>FUND EQUITY, at End of Year</b>	<b>11,819,251</b>	<b>4,986,875</b>	<b>3,610,463</b>	<b>20,416,589</b>

## **Report of the Department of Human Resources**

The Human Resources Department consults and advises all levels of staff on the state and federal statutes and procedures, employee compensation and benefits, personnel matters, and Collective Bargaining Agreement (CBA) issues. The Department assists with training for the development and success of all Town employees.

The Human Resource Department provides: lawful guidance and direction, coordination and leadership to Town officials and departments; assistance in creating policies and procedures that will attract and maintain professional, knowledgeable, and innovative employees; and we offer all of our staff a resource for benefit services, training, and employee relations.

The Department of Human Resources' staff consists of a full-time Human Resources Director and a thirty hour HR/ Benefits Coordinator. The Department currently offers services and benefits to approximately two hundred and eighty nine (289) full and part-time Town employees, approximately four hundred and five (405) School employees, and two hundred and forty nine (249) retirees. The Department also acts as a source of information for the general public with regard to job opportunities within the Town.

Respectfully submitted,

Susan Ellis, Director of Human resources



## **Report of the Information Services Department**

The past five years have seen a major improvement in the security, stability, and access to technology resources for all departments with focus on providing hardware and online resources, such as permitting, payments, GIS, Parent Portal, It's Learning, and Google App's for Education. Internal goals, as well as Federal and State mandates to build a one-to-one environment for our students, have expanded our technology to include mobile devices, online resources, and professional development on the effective use of technology.

Our current technology vision takes advantage of the solid foundation built over the past five years, and looks to accomplish the following tasks:

- Maintain an appropriate hardware lifecycle
- Expand mobile hardware, applications, and resources
- Provide effective tools and training for all departments

### **End User Equipment:**

The available end-user hardware consists of approximately 2000 desktop and mobile devices [laptop/iPad/Chromebooks] located within the School [87%] and Town [13%] departments. The established five year lifecycle will replace over six hundred desktop units, originally purchased in July 2010, between fiscal 15 and 17. Staging this refresh over three years will stabilize the recycle schedule and budget to approximately 225 desktops per year at \$125,000.

Specific plans for fiscal 2015 call for the replacement of 220 units within the town (30) and school (190) departments, at an estimated cost of \$110,000. Fiscal 2016 and 2017 will replace an additional 225 units per year at an estimated annual cost of \$125,000. Current school laptop and netbook devices will be replaced by more cost effective Chromebook devices at end of estimated useful life [2018]. A request has also been added to Fiscal 2016 and 17 to replace the 50 high school projection systems, now over 11 years old, twenty five a year for two years estimated at \$150,000.

In addition to maintaining the current desktop/laptop inventory, the school department requests an increase of mobile devices at a rate of approximately 200 per year for three years. The addition of mobile devices has been a heavily thought-out process. The desire to increase access has been weighed against the ability to utilize the devices effectively in all areas. For this reason, departments have worked closely with IT to provide opportunities for piloting devices focused on the effective use towards departmental goals.

The school department has created "mobile device study groups". The groups are led by Technology Integration Specialists and focus on the use of technology to improve instruction. These efforts have led to key stakeholders [teachers] having a deciding role in technology purchases. This ensures that the resources are appropriate for the grade level,

that staff are properly trained on the use of the equipment, and that we are providing resources in an appropriate timeframe for utilization. In short, where other districts have purchased equipment in mass without regard for utilization, Medway is building a culture where equipment is available on demand, when appropriate, and where it will be utilized to its maximum potential. We feel this is the most fiscally responsible approach to increasing devices throughout our district.

Within the school department, the steady increase of iPad and Chromebook devices will support curriculum initiatives and provide a cost effective way to access online resources. The cost to implement this increase is estimated at \$183,000 for Fy15, \$110,000 for Fy16, and \$100,000 for Fy17. With a replacement lifecycle of approximately four years, the school department's current long range vision will be to expand access to devices, building towards a ratio of one-to-one at the eighth grade level by the 2015-16 school year and promote a bring-your-own device culture at our high school level.

Additional funding is being requested within the Fy16 budget to support the technology replacement for the police department. Current needs include the replacement of cruiser workstations, phone system, and additions to the town-wide video surveillance security system.

**Infrastructural Equipment:**

The infrastructural equipment consists of all components not at the end-user level and includes items such as the fiber-optic cabling, switches, firewalls, servers, wireless, and back-end applications to support the business. Hardware components have varied replacement lifecycles while applications have annual maintenance costs.

This report would like to reflect that the Town of Medway has spent over \$1.1 million on infrastructural components, with an expected replacement cost of \$380,000 and annual operating expense in excess of \$122,000. Within the fiscal 2017 budget, requests will be made to replace equipment purchased between 2010 and 2012 such as firewalls, switches, wireless access points, and storage systems.

**Statement of Technology Fiscal Impact:**

The Town of Medway has funded many improvements over the past five years. These improvements involve hardware, services, and software that increase the capital and operational expense of the town. To date, the Town of Medway has spent over \$2.7 million on hardware, applications, and services. Maintenance on the hardware, software, and applications has increased annual operating expenses by over \$122,000.

Respectfully submitted

Richard Boucher; Director of Information Services

**TOWN OF MEDWAY**  
**WARRANT FOR MAY 12, 2014**  
**ANNUAL TOWN MEETING**

**NORFOLK ss:**

To either of the Constables of the Town of Medway

**GREETINGS:**

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of said Town who are qualified to vote in Town affairs to meet at the **Medway High School, 88 Summer Street**, on **Monday, May 12, 2014** at 7:30 PM, then and there to act on the following articles:

**Moderator, Mark Cerel, called the meeting to order at 7:30 P.M. a quorum being present.**

**Chairman Glenn Trindade acknowledged Town Administrator Suzanne Kennedy on her retirement and spoke of her dedicated service to the Town of Medway.**

**Chairman Glenn Trindade also acknowledged Wendy Rowe for her 20 years on the Board of Library Trustees.**

**ARTICLE 1:** (ESCO Stabilization Reserve Transfer)

To see if the Town will vote to transfer the sum of \$48,846 from the ESCO Stabilization Fund to the Fiscal Year 2015 Debt Service expense account for the purpose of funding ESCO related debt service, or act in any manner relating thereto.

**BOARD OF SELECTMEN**

**VV**

**(Unanimous)**

**ARTICLE 2:** (Appropriation: FY15 Operating Budget)

To see if the Town will vote to fix the salary and compensation of all elected officers of the Town, provide for a Reserve Fund, and determine what sums of money the Town will raise and appropriate, including appropriation from available funds, to defray charges and expenses of the Town including debt and interest, for the Fiscal Year ending June 30, 2015, or to act in any manner relating thereto.

**BOARD OF SELECTMEN**

**VV**

**(Unanimous)**

**Omnibus budget attached**

**ARTICLE 3:** (Appropriation: FY15 Water Enterprise Fund)

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$2,112,301 for the maintenance of the Water Department Enterprise Fund as follows, or to act in any manner relating thereto:

Direct Costs

	Amount
Salaries	\$ 557,313
Expenses	\$ 543,700
Long Term Debt – Principal	\$ 561,999
Long Term Debt – Interest	\$ 188,982
Short Term Debt – Interest	\$ 50,000
<b>Direct Costs Total</b>	<b>\$1,901,994</b>

Indirect Costs

And further to raise and appropriate or transfer from available funds the sum of \$210,307 for indirect costs consisting of health insurance, workers' compensation, Medicare, liability insurance, administrative and operational services.

<b>Indirect Costs Total</b>	<b>\$210,307</b>
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<b>Total</b>	<b>\$2,112,301</b>
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And further that the above listed appropriations be funded as follows:

Fees for Service [User Fees]	\$2,112,301
	<b>\$2,112,301</b>

**WATER SEWER COMMISSION****VV****(Unanimous)****ARTICLE 4:** (Appropriation: FY15 Sewer Enterprise Fund)

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$1,285,587 for the maintenance of the Sewer Department Enterprise Fund as follows, or to act in any manner relating thereto:

Direct Costs

	Amount
Salaries	\$ 154,694
Expenses	\$ 770,930
Long Term Debt – Principal	\$ 201,100
Long Term Debt - Interest	\$ 79,785
Short Term Debt – Interest	\$ 5,000
<b>Direct Costs Total</b>	<b>\$1,211,509</b>

Indirect Costs

And further to raise and appropriate or transfer from available funds the sum of \$74,078.00 for indirect costs consisting of health insurance, workers' compensation, Medicare, liability insurance, administrative and operational services.

<b>Indirect Costs Total</b>	\$74,078
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<b>Total</b>	<b>\$1,285,587</b>
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And further that the above listed appropriations be funded as follows:

Fees for Service [User Fees]	\$1,216,776
Sewer Retained Earnings	\$ 68,811
<b>Total</b>	<b>\$1,285,587</b>

## WATER SEWER COMMISSION

**VV**

**(Unanimous)**

**ARTICLE 5:** (Appropriation: FY15 Solid Waste Enterprise Fund)

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of \$1,340,422 to operate the Solid Waste/Recycling Department Enterprise Fund as follows, or to act in any manner relating thereto.

### Direct Costs

	Amount
Salaries	\$ 298,957
Expenses	\$ 936,200
<b>Direct Costs Total</b>	<b>\$1,235,157</b>

### Indirect Costs

And further to raise and appropriate or transfer from available funds the sum of \$105,265 for indirect costs consisting of health insurance, workers' compensation, Medicare, liability insurance, administrative and operational services.

<b>Indirect Costs Total</b>	\$105,265
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<b>Total</b>	<b>\$1,340,422</b>
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And further that the above listed appropriations be funded as follows:

Trash Recycling Fees/Bag Revenues	\$1,340,422
<b>Total</b>	<b>\$1,340,422</b>

## PUBLIC SERVICES DEPT.

**VV**

**(Unanimous)**

**ARTICLE 6:** (Appropriation: FY15 Ambulance Enterprise Fund)

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$636,863 to operate the Ambulance Enterprise Fund as follows, or act in any manner relating thereto.

Direct Costs

	Amount
Salaries	\$371,473
Expenses	\$153,500
Long Term Debt – Principal	\$ 30,000
Long Term Debt – Interest	\$ 5,100
<b>Direct Costs Total</b>	<b>\$560,073</b>

Indirect Costs

And further to raise and appropriate or transfer from available funds the sum of \$76,790 for indirect costs consisting of health insurance, workers' compensation, Medicare, liability insurance, administrative and operational services.

<b>Indirect Costs Total</b>	<b>\$76,790</b>
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<b>Total</b>	<b>\$636,863</b>
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And further that the above listed appropriations be funded as follows:

General Fund Appropriation	\$176,381
Ambulance Retained Earnings	\$ 20,000
Insurance and Fees for Service	\$440,482
<b>Total</b>	<b>\$636,863</b>

**FIRE DEPARTMENT**

**VV**

**(Unanimous)**

**ARTICLE 7:** (Free Cash Appropriation: Capital Items)

To see if the Town will vote to appropriate the sum of \$1,414,000 for Fiscal Year 2015 from Certified Free Cash for the purpose of funding the following capital items, including associated engineering, personnel, maintenance and legal service costs; said appropriations to be expended by June 30, 2015, with unexpended funds as of June 30, 2015 being returned to the General Fund, or act in any manner relating thereto:

Project	Department	Cost
VARIOUS ROAD/SIDEWALK IMPROVEMENTS	DPS	\$ 650,000
JAWS OF LIFE	FIRE	50,000
UPGRADE POLICE SERVER SOFTWARE	POLICE	13,500
REPLACEMENT DESKTOPS AND LAPTOPS	IS	110,000

REFURBISH FIRE TRUCK - BRUSH 2	FIRE	18,000
LIBRARY DEHUMIDIFIER	LIBRARY	12,400
ENGINEERING STUDY FOR MCGOVERN LOBBY REDESIGN	SCHOOLS	10,000
REPLACE TOWN SEDANS	TOWN	34,000
MEMORIAL SIDEWALK REPAIR (COURTYARD & TRAFFIC LOOP)	SCHOOLS	12,000
REPLACE FIRE ALARM PANEL	LIBRARY	6,100
SUPERVISOR PICK-UP TRUCK	DPS	38,000
TOWN WIDE ENERGY IMPROVEMENTS	TOWN	50,000
BASEBALL INFIELD GROOMER	PARKS	19,000
SHAW STREET BRIDGE ENGINEERING & REPAIR	DPS	40,000
REFURBISH CHOATE PARK TENNIS COURTS & MAINTENANCE REPAIRS TO CHOATE PARK BUILDING	PARKS	62,000
SCHOOL-WIDE TECHNOLOGY ENHANCEMENTS	SCHOOLS	183,000
CASSIDY FIELD BATHROOM PROJECT	PARKS	28,000
TOWN-WIDE FACILITY IMPROVEMENTS	TOWN	50,000
FIRE DEPARTMENT BREATHING AIR COMPRESSOR	FIRE	10,000
PALM PRINT SCANNER	POLICE	18,000
<b>Free Cash Total</b>		<b><u>\$1,414,000</u></b>

**CAPITAL IMPROVEMENT  
PLANNING COMMITTEE**

**VV**

**(Unanimous)**

**ARTICLE 8:** (Free Cash Appropriation: Assessors' Revaluation Article)

To see if the Town will vote to appropriate the sum of \$40,000 in Certified Free Cash to the Assessors' Revaluation Article, or act in any manner relating thereto.

**VV**

**(Unanimous)**

**ARTICLE 9:** (Free Cash Appropriation: Zoning Bylaw Review and Revision)

To see if the Town will vote to appropriate the sum of \$20,250 from Certified Free Cash for a review and revision of the Town's Zoning Bylaws, or to act in any manner relating thereto.

**BOARD OF SELECTMEN**

**VV**

**(Unanimous)**

**ARTICLE 10:** (Free Cash Appropriation: Library)

To see if the Town will vote to appropriate the sum of \$20,000 from Certified Free Cash for the purpose of funding after hours night staff and books for the library, or act in any manner relating thereto.

**BOARD OF SELECTMEN**

VV

(Unanimous)

**ARTICLE 11:** (Establish DPS Facility Stabilization Fund; Transfer from Operational Stabilization Fund)

To see if the Town will vote to establish a DPS Facility Stabilization Fund in accordance with Mass. General Laws Chapter 40, Section 5B for the purpose of funding a new DPS Facility, and to transfer to said fund the sum of \$500,000 from the Operational Stabilization Fund, or act in any manner relating thereto.

**BOARD OF SELECTMEN**

VV

(Unanimous)

**ARTICLE 12:** (Transfer to General Stabilization Fund)

To see if the Town will vote to transfer the sum of \$100,000 from the Operational Stabilization Fund to the General Stabilization Fund, or act in any manner relating thereto.

**BOARD OF SELECTMEN**

VV

(Unanimous)

**ARTICLE 13:** (Capital Project: Construct Athletic Fields – CPC Funds)

To see if the Town will vote to raise and appropriate, borrow, or transfer from Community Preservation Funds a sum of money for the purpose of funding the construction of athletic fields at Medway High School (Medway Assessor's parcel #38-339, 84-R Summer St), and on town owned land adjacent to Medway High School (Medway Assessor's parcel #29-020, 0 Adams St) and for the payment of all other costs incidental and related thereto, and to authorize the Board of Selectmen and Town officers to take all related actions necessary or appropriate to carry out this article, or act in any manner relating thereto.

**BOARD OF SELECTMEN**

**VOTED: To appropriate \$2,857,600.00 to pay costs of constructing athletic fields at Medway High School (Medway Assessor's parcel #38-339, 84-R Summer St), and on town land adjacent to Medway High School (Medway Assessor's parcel #29-020, 0 Adams St), including the payment of all costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said amount under and pursuant to Chapter 44, Section 7(25) and or Chapter 44B of the General laws, or pursuant to any other enabling authority and to issue bonds or notes of the Town therefore, and further, the Board of Selectmen is authorized to take any other action necessary to carry out these projects.**

VV

(2/3 Majority)

**ARTICLE 14:** (Capital Project: Construct Athletic Fields/Turf – General Funds)

To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds a sum of money for the purpose of funding the purchase of synthetic turf for athletic fields at Medway High School (Medway Assessor's parcel #38-339, 84-R Summer St), and on town land adjacent to Medway High School (Medway Assessor's parcel #29-020, 0 Adams St) and for the payment of all other costs incidental and related thereto, and to authorize the Board of



Selectmen and Town officers to take all related actions necessary or appropriate to carry out this article, or act in any manner relating thereto.

**BOARD OF SELECTMEN**

**VOTED:** To appropriate \$729,750.00 to pay costs of purchasing synthetic turf for athletic fields at Medway High School (Medway Assessor's parcel #38-339, 84\_R Summer St) and on town land adjacent to Medway High School (Medway Assessor's parcel #29-020, 0 Adams St) including the payment of all other costs incidental and related thereto and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to Chapter 44, Section 7 (25) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore, and further, the Board of Selectmen is authorized to take any other action necessary to carry out these projects.

VV

(2/3 Majority)

**ARTICLE 15:** (Capital Project: Replace Turf – Hanlon Field)

To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds a sum of money for the purpose of funding the purchase of synthetic turf and structural improvements at Hanlon Field, Medway High School and for the payment of all other costs incidental and related thereto, and to authorize the Board of Selectmen and Town officers to take all related actions necessary or appropriate to carry out this article, or act in any manner relating thereto.

**BOARD OF SELECTMEN**

**VOTED:** To appropriate \$640,200.00 to pay costs of purchasing synthetic turf and make associated structural improvements for the Medway High School Hanlon Athletic Field, including the payment of all other costs incidental and related thereto and that to meet this appropriation, the Treasurer, with the Approval of the Board of Selectmen, is authorized to borrow said amount under and pursuant to Chapter 44 Section 7(25) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore, and further, the Board of Selectmen is authorized to take any other action necessary to carry out the project.

VV

(2/3 majority)

**ARTICLE 16:** (Appropriation - Water Enterprise)

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds the sum of \$15,411 for Fiscal Year 2015 for the purpose of funding the purchase of a gate valve vacuum box, including associated engineering, personnel, maintenance, and legal services costs, or act in any manner relating thereto.

**PUBLIC SERVICES DEPT.**

VV

(Unanimous)

**ARTICLE 17:** (Appropriation: Sewer Enterprise)

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds the sum of \$240,000 for Fiscal Year 2015 from the Sewer Enterprise Fund for the purpose of funding sewer collection improvements, including associated engineering, personnel, maintenance, and legal services costs, or act in any manner relating thereto.

**PUBLIC SERVICES DEPT.**

**VOTED:** To appropriate the sum of \$240,000.00 for the purpose of funding sewer collection improvements, including the payment of all other costs incidental and related thereto, and to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$240,000.00 under and pursuant to General laws Chapter 44, Section 7(1) or any other enabling authority, and further, the Water and Sewer Commission is authorized to take any other action necessary to carry out these projects.

VV

(Unanimous)

**ARTICLE 18:** (Repurpose Capital Funds: Middle School Improvements)

To see if the Town will vote to re-allocate funds in the amount of \$575,000, originally authorized to be borrowed under Article 8 of the Warrant at the Fall Town Meeting held on November 15, 2010, to pay costs of making various repairs to the Middle School, which funds are no longer needed to pay costs of the project for which they were initially borrowed, to apply such funds to pay costs of making various site improvements to the Middle School property, including re-paving, drainage improvements, exterior lighting improvements and other associated work, or act in any manner related thereto.

**SCHOOL BUILDING COMMITTEE**

**VOTED:** To re-allocate funds in the amount of \$575,000.00 originally authorized to be borrowed under Article 8 of the warrant at the fall Town Meeting held on November 15, 2010, to pay costs of making various repairs to the Middle School, which funds are no longer needed to pay costs of the project for which they were initially borrowed, and to apply such funds to pay costs of making various site improvements to the Middle School property, including re-paving, drainage improvements, exterior lighting improvements and other associated work.

VV

(Unanimous)

**ARTICLE 19:** (Repurpose Monetary Articles: DPS Facility)

To see if the Town will vote to transfer the sum of \$29,335.28, the remaining balance of an appropriation authorized by vote for excavator equipment under Article 3 of the May 2012 Annual Town Meeting, and the sum of \$8,781.28, the remaining balance of an appropriation authorized by vote for a wing mower under Article 8 of the May 2013 Annual Town Meeting, for the purpose of providing engineering services to the Department of Public Services and the appointed advisory committee to advance a new DPS facility, or act in any manner relating thereto.

**PUBLIC SERVICES DEPT.**

VV

(Unanimous)

**ARTICLE 20:** (Repurpose Monetary Article and Free Cash Approp.: Town Hall Renovation)

To see if the Town will vote to appropriate \$12,174, the unexpended balance of an appropriation authorized by vote of the Town for a legal judgment under Article 8 of the February 24, 2009 Special Town Meeting, and to appropriate \$8,000 from Certified Free Cash, for the purpose of funding the renovation of a portion of the first floor of Town Hall; said appropriation to be expended by June 30, 2015, with unexpended funds as of June 30, 2015 being returned to the General Fund, or to act in any manner relating thereto.

**BOARD OF SELECTMEN**

**VV**

**(Unanimous)**

**ARTICLE 21:** (Repurpose Monetary Article: Fire Apparatus)

To see if the Town will vote to appropriate \$31,974.04, the unexpended balance of the amount authorized by vote of the Town for casino impact research under Article #8 of the May 13, 2013 Special Town Meeting, for the purpose of funding a self-contained breathing apparatus compressor; said appropriation to be expended by June 30, 2015, with unexpended funds as of June 30, 2015 being returned to the General Fund, or to act in any manner relating thereto.

**BOARD OF SELECTMEN**

**VV**

**(Unanimous)**

**ARTICLE 22:** (Appropriation: GATRA Revolving Fund)

To see if the Town will vote to raise and appropriate the sum of \$4,000 to be added to the Council on Aging GATRA revolving account, or to act in any manner relating thereto.

**COUNCIL ON AGING**

**VV**

**(Majority)**

**ARTICLE 23:** (Appropriation: Thayer Property Operations)

To see if the Town will vote to raise and appropriate the sum of \$20,000 to be added to the Thayer Homestead Revolving Account, or act in any manner relating thereto.

**BOARD OF SELECTMEN**

**VV**

**(2/3 Majority)**

**ARTICLE 24:** (Revolving Accounts: Annual Authorization)

To see if the Town will vote to authorize the following revolving funds pursuant to Chapter 44, section 53E½ of the Massachusetts General Laws for Fiscal Year 2015 as follows:

<b>FUND</b>	<b>REVENUE SOURCE</b>	<b>AUTHORITY TO SPEND</b>	<b>USE OF FUND</b>	<b>SPENDING LIMIT</b>
Parks and Recreation	Permit Fees	Board of Parks Commissioners	Self-supporting recreation and parks services	\$100,000
Council on Aging	Donations/fees paid by riders and GATRA reimbursement	Council on Aging	Pay for dial-a-ride van service for seniors and disabled; shuttle service to Norfolk commuter rail station, and other necessary transportation services	\$96,000
Library Printer/Copier/Fax	Public printer use and copier and fax machine revenues	Board of Library Trustees	Printer, copier and fax machine expenses.	\$1,000

Library Meeting Room	Meeting room use fees	Board of Library Trustees	Meeting room maintenance, repairs and upgrades	\$1,000
Thayer Homestead	Facility use fees	Town Administrator	Partial self-support of property	\$50,000

## BOARD OF SELECTMEN

(For the Various Departments Indicated)

**VOTED: To re-authorize pursuant to Chapter 44, section 53E1/2 of the Ma General Laws, the revolving fund accounts subject to the uses and monetary limits as set forth in the warrant, except to increase the monetary limit for the GATRA revolving account to \$114,000.00**

VV

(Majority)

**ARTICLE 25:** (Appropriation: Community Preservation Committee)

To see if the Town will vote to act on the report of the Community Preservation Committee for the Fiscal Year 2015 Community Preservation budget and to appropriate, or reserve for later appropriations, monies from the Community Preservation Fund annual revenues or available funds for the administrative expenses of the Community Preservation Committee, the transfer to the Affordable Housing Trust, the undertaking of community preservation projects and all other necessary and proper expenses for the Fiscal Year 2015, as follows:

### Appropriation

	Amount
CPC Administrative Expenses	\$ 15,000
CPC Salaries	5,000
Long Term Debt – Principal	140,000
Long Term Debt – Interest	61,650
<b>Subtotal</b>	221,650
Open Space Committee Informational Kiosks	25,000
Affordable Housing Trust Administrative Expenses	32,500
<b>Direct Costs Total</b>	\$279,150

### Reserves

	<u>10% of Estimated Fund Revenues</u>
Open Space	\$68,135
Community Housing	\$60,635
Historical Preservation	\$93,135

Or act in any manner relating thereto.

## COMMUNITY PRESERVATION COMMITTEE

VV

(Unanimous)

**ARTICLE 26:** (Rescind Unissued Balance Art. 14 of 2009 Annual Town Mtg.)

To see if the Town will vote to rescind \$60,000 unissued balance of the \$1,300,000 authorized by vote of the Town under Article 14 of the June 15, 2009 Town Meeting to pay costs for water meter installation or New Water Meters project, which amount is no longer needed to pay costs of completing the project for which it was approved, or to act in any manner relating thereto.

**TREASURER**

**VV**

**(Unanimous)**

**ARTICLE 27:** (Rescind Unissued Balance Art. 19 of 1996 Special Town Mtg.)

To see if the Town will vote to rescind the \$40,000 unissued balance of the \$50,000 authorized by vote of the Town under Article 19 of the December 2, 1996 Town Meeting to pay costs for Sewer Master Plan, which amount is no longer needed to pay costs of completing the project for which it was approved, or to act in any manner relating thereto.

**TREASURER**

**VV**

**(Unanimous)**

**ARTICLE 28:** (Rescind Unissued Balance Art. 11 of 2007 Fall Town Mtg.)

To see if the Town will vote to rescind \$1,550,000 unissued balance of the \$3,844,884 authorized by vote of the Town under Article 10 of the November 19, 2007 and under Article 11 of the November 10, 2008 Town Meetings to pay costs for new well installation projects, which amount is no longer needed to pay costs of completing the project for which it was approved, or to act in any manner relating thereto.

**TREASURER**

**VV**

**(Unanimous)**

**ARTICLE 29:** (Eminent Domain: Rt 109 Reconstruction Project)

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, or take by eminent domain pursuant to General Laws, Chapter 40, §14, and Chapter 79, and any other lawful authority, the fee or other interest in real property necessary for the Route 109 Reconstruction Project located in the area bounded by and adjacent to Main Street from Holliston Street to Highland Street; on such terms and conditions as the Board of Selectmen shall determine to be appropriate, and further to authorize the Board of Selectmen and town officers to take all actions to carry out the purposes of this article, and to raise and appropriate, borrow, or transfer from available funds a sum of money for the purposes of this article, or to act in any manner relating thereto.

**BOARD OF SELECTMEN**

**VV**

**(2/3 majority)**

**ARTICLE 30:** (Amend Wetlands Bylaw: Fees)

To see if the Town will vote to amend the General By-laws Article XXI General Wetlands Protection by deleting Section 21.5 in its entirety and replacing it with the following language to allow for a change in application fees to be adopted under the Rules and Regulations of the Town of Medway Conservation Commission promulgated under the authority of Article XXI.

Section 21.5 Fees

(a) Application Fees

The Commission shall establish fees for applications, notices of intent and other requests filed with the Commission in the rules and regulations of the Conservation Commission in accordance with Section 21.10 of this By-law. Such fees shall be paid by the applicant at the time the application, notice of intent or request is filed. Fees established by the Commission pursuant to this By-law are in addition to any fees required by the Massachusetts Wetlands Protection Act, M.G.L. Chapter 131, Section 40. The Commission may waive or reduce the filing fee and costs and expenses for an application or request filed by a government agency or otherwise as the Commission may determine by its rules and regulations, or to act in any manner relating thereto.

**CONSERVATION COMMISSION**

VV

(Unanimous)

**ARTICLE 31:** (Amend Dog Bylaw)

To see if the Town will vote to amend Section 12.16 (4) of the General By-laws to read as follows (new wording is underlined and wording that is being deleted is stricken through):

**Section 12.16**

(4) The license period for dog licenses shall begin January 1 of each year until December 31 of the ~~following~~ same year.

or to act in any manner relating thereto.

**ANIMAL CONTROL OFFICER**

VV

(Unanimous)

**ARTICLE 32:** (Amend Zoning By-law: Registered Marijuana Dispensary)

To see if the Town of Medway will vote to amend the Medway Zoning Bylaw, SECTION V. USE REGULATIONS by deleting Sub-Section BB. Temporary Moratorium on Medical Marijuana Treatment Centers and replacing it as follows:

**BB. REGISTERED MARIJUANA DISPENSARY**

**1. Purposes**

- a) To address possible adverse public health and safety consequences and impacts on the quality of life of the Town of Medway related to the passage of Question 3 on the November 6, 2012 State Referendum.
- b) To provide for the limited establishment of a Registered Marijuana Dispensary (RMD) in an appropriate place and under strict conditions in accordance with Chapter 369 of the Acts of 2012, and 105 CMR 725.000.
- c) To minimize the adverse impacts of a RMD on adjacent properties, residential neighborhoods, schools, playgrounds and other land uses potentially incompatible with such a facility.
- d) To regulate the siting, design, placement, security, safety, monitoring, modification, and removal of RMD's.
- e) To limit the overall number of RMD's in the community to what is essential to serve the public necessity.

**2. Applicability**

- a) The commercial cultivation [unless it meets the requirements for an agricultural exemption under Chapter 40A Section 3], production, processing, assembly, packaging, retail or wholesale sale, trade, distribution or dispensing of Marijuana for Medical Use is prohibited unless permitted as a RMD under this Sub-Section.
- b) No RMD shall be established except in compliance with the provisions of this Sub-Section.
- c) Nothing in this Bylaw shall be construed to supersede federal and state laws governing the sale and distribution of narcotic drugs.
- d) If any provision of this Sub-Section or the application of any such provision to any person or circumstance shall be held invalid, the remainder of this Sub-Section, to the extent it can be given effect, or the application of those provisions to persons or circumstances other than those to which it is held invalid, shall not be affected thereby, and to this end the provisions of this Sub-Section are severable.

### 3. ***Definitions***

*Marijuana* – The same substance defined as “marijuana” under 105 CMR 725.004.

*Marijuana for Medical Use* – Marijuana that is designated and restricted for use by, and for the benefit of, Qualifying Patients as defined in 105 CMR 725.004.

*Registered Marijuana Dispensary (RMD)*– Shall mean a not-for-profit entity, as defined by Massachusetts law only, registered by the Massachusetts Department of Public Health under 105 CMR 725.000 that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to registered qualifying patients or their registered personal caregiver as determined by 105 CMR 725.000.

### 4. ***Eligible Locations for Registered Marijuana Dispensaries*** – Registered Marijuana Dispensaries, other than agricultural operations meeting exemption standards under Chapter 40A Section 3, may be allowed by special permit from the Planning and Economic Development Board in the following zoning districts, provided the facility meets the requirements of this Sub-Section:

- a) Industrial I
- b) Industrial II
- c) Industrial III
- d) Business/Industrial
- e) Commercial I

### 5. ***General Requirements and Conditions for all Registered Marijuana Dispensaries***

- a) All non-exempt RMD’s shall be contained within a permanent building or structure. No RMD shall be located inside a building containing residential units or inside a movable or mobile structure such as a van, trailer, cargo container or truck.
- b) Size standards:
  - 1) A standalone dispensary shall not exceed 3,500 sq. ft. for product display, client dispensary, and patient consultation area.
  - 2) A standalone cultivation facility shall not exceed 25,000 sq. ft.

- 3) A facility to manufacture/process marijuana infused products shall not exceed 5,000 sq. ft.
- 4) Any combination of the above three facilities shall not exceed 30,000 sq. ft.
- 5) The RMD shall be of adequate interior space to accommodate all activities inside the building so as not to have outside patient queuing on sidewalks, in parking areas, or in other areas outside the RMD.
- c) A RMD shall not be located in a building that contains any medical doctors' offices or the offices of any other professional practitioner authorized to prescribe the use of medical marijuana.
- d) The hours of operation of RMD's shall be set by the Special Permit Granting Authority, but in no event shall any RMD be open and/or operating between the hours of 8:00 PM and 8:00 AM.
- e) No RMD shall be located on a lot within 500 linear feet of any lot with the following:
  1. residence
  2. public school
  3. private educational entity that provides instruction to children and youth in an ongoing organized basis
  4. licensed registered childcare facility
  5. library
  6. religious facility
  7. playground, public park, or ball field
  8. recreation center
  9. Registered Marijuana Dispensary
  10. halfway house or similar facility
  11. drug or alcohol rehabilitation facility.

The distance requirement may be reduced by the SPGA if the applicant demonstrates that the RMD would otherwise be effectively prohibited from locating within the municipality and that adequate security measures will be employed to prevent the diversion of medical marijuana to minors who are not qualifying patients.

Distances shall be calculated by direct measurement in a straight line without regard for intervening structures from the nearest property line of the land used as noted above to the nearest portion of the building in which the RMD is located.

- f) No smoking, burning or consumption of any product containing marijuana or marijuana-infused products shall be permitted on the premises of a RMD.
- g) A RMD may not have a drive-thru service.
- h) Signage
  - 1) Signage for the RMD shall include the following language: "Registration card issued by the MA Department of Public Health required."  
The required text shall be a minimum of two inches in height.
  - 2) No permitted RMD shall use any advertising material or graphics that are ~~is~~ misleading, deceptive, or false, or that is designed to appeal to minors.
  - 3) A RMD shall not display on the exterior of the facility any advertisement for medical marijuana or any brand name.
  - 4) Off-site signage or advertising in any form, including billboards shall not be allowed.
- i) The RMD shall provide the Medway Police Department, Building Commissioner



and the Special Permit Granting Authority with the names, phone numbers and email addresses of all management staff and key holders to whom the Town can provide notice if there are operating problems associated with the establishment.

- j) Prohibition Against Nuisances – No RMD shall create a nuisance to abutters or to the surrounding area, or create any hazard, including but not limited to fire, explosion, fumes, gas, smoke, odors, obnoxious dust, vapors, offensive noise or vibration, flashes, glare, objectionable effluent or electrical interference, which may impair the normal use and peaceful enjoyment of any property, structure or dwelling in the area.
- k) Openness of Premises
  - 1) Any and all cultivation, distribution, possession, storage, display, sales or other distribution of medical marijuana shall occur only within the restricted interior area of the RMD.
  - 2) The RMD shall be designed and constructed such that no area or portion where marijuana is processed or stored is visible from the exterior of the building.
  - 3) The front of the building which shall include the public entrance to the RMD shall be fully visible from the public street or building frontage.
  - 4) Marijuana, marijuana infused products, and products that facilitate the use of medical marijuana shall not be displayed or clearly visible to a person from the exterior of the RMD.
- l) No marijuana or marijuana based products shall be sold, grown or cultivated, interior or exterior to a residential dwelling unit except if a Hardship Cultivation Registration is granted by the Mass Department of Public Health according to 105 CMF 725.035.

## 6. *Special Permit Requirements*

- a) A RMD shall only be allowed by special permit from the Medway Planning and Economic Development Board in accordance with G.L. c. 40A, §9, subject to the following statements, regulations, requirements, conditions and limitations.
- b) A RMD is subject to site plan review and approval by the Planning and Economic Development Board pursuant to SECTION V. C. of the Medway Zoning Bylaw which shall be coordinated with the special permit application process.
- c) A special permit for a RMD shall be limited to one or more of the following uses that shall be prescribed by the Special Permit Granting Authority:
  - 1) cultivation of Marijuana for Medical Use (horticulture) except that sites protected under Chapter 40A Section 3 shall not require a special permit;
  - 2) processing and packaging of Marijuana for Medical Use, including marijuana that is in the form of smoking materials, food products, tinctures, oils, aerosols, ointments, and other marijuana infused products;
  - 3) retail sale or distribution of Marijuana for Medical Use to Qualifying Patients;
  - 4) retail sale of products that facilitate the use of marijuana for medical purposes and of patient educational materials.
- d) A special permit application for a RMD shall include the following:
  - 1) the name and address of each owner of the facility;
  - 2) copies of all required licenses and permits issued for the RMD to the applicant by the Commonwealth of Massachusetts and any of its agencies;
  - 3) evidence of the Applicant's right to use the site of the RMD for the

- RMD, such as a deed, or lease;
- 4) a statement under oath disclosing all of the Applicant's owners, shareholders, partners, members, managers, directors, officers, or other similarly-situated individuals and entities and their addresses. If any of the above are entities rather than persons, the Applicant must disclose the identity of the owners of such entities until the disclosure contains the names of individuals;
- 5) a certified list of all parties in interest entitled to receive notice of the hearing for the special permit application, taken from the most recent tax list of the town and certified by the Town Assessor;
- 6) a detailed site plan that includes the following information:
  - a. a detailed floor plan of the premises of the proposed RMD that identifies the square footage available and describes the functional areas of the facility including but not limited to sales, storage, cultivation, processing, food preparation, etc.
  - b. proposed security measures for the RMD, including lighting, fencing, gates and alarms, etc., to ensure the safety of qualifying patients, their caregivers, and facility employees and to protect the premises from theft.
- 7) a copy of the policies/procedures for the transfer, acquisition, or sale of medical marijuana between approved RMD's in compliance with 105 CMR 725.105(B)(2).
- 8) a copy of the policies/procedures for patient or personal caregiver home-delivery.

7. ***Special Permit Procedure***

- a) The special permit application and public hearing procedure for a RMD shall be that as provided in G.L. c. 40A.

8. ***Mandatory Findings*** - The Special Permit Granting Authority shall not issue a special permit for a RMD unless it finds that:

- a) the RMD is designed to minimize any adverse visual or economic impacts on abutters and other parties in interest, as defined in G.L. c. 40A, §11;
- b) the RMD demonstrates that it will meet all the permitting requirements of all applicable agencies within the Commonwealth of Massachusetts and will be in compliance with all applicable state laws and regulations; and the applicant has satisfied all of the conditions and requirements of this Sub-Section and SECTION III. Sub-Section J. Special Permit Criteria.

9. ***Conditions*** – In issuing its decision, the Special Permit Granting Authority shall impose conditions, limitations and safeguards that are reasonably appropriate to:

- a) improve site design, traffic flow, and public safety;
  - b) protect water quality, air quality and significant environmental resources;
  - c) preserve the character of the surrounding area.
- These conditions, limitations and safeguards may address but are not limited to:
- d) hours of operation
  - e) landscaping and site amenities

10. ***Annual Reporting*** - Each RMD permitted under this Bylaw shall as a condition of its

special permit file an annual report with the Special Permit Granting Authority, the Building Inspector, the Health Agent, and the Police Chief no later than January 31<sup>st</sup> of each year, providing a copy of all current applicable state licenses for the RMD and/or its owners and demonstrate continued compliance with the conditions of the special permit.

11. ***Duration of Special Permit***

- a) A special permit shall lapse if not exercised within two years from the grant thereof if a substantial use has not sooner commenced except for good cause or, in the case of a permit for construction, if construction has not begun by such date except for good cause.
- b) A special permit granted under this Sub-Section shall remain exclusively with the applicant which shall be the owner or lessee of the premises described in the application. The special permit shall terminate automatically on the date the applicant alienates that title or leasehold interest in the premises.

12. ***Abandonment or Discontinuance of Use*** - A RMD shall be required to remove all material, plants, equipment and other paraphernalia:

- a) prior to surrendering its state issued licenses or permits; or
- b) within six months of ceasing operations; whichever comes first.

13. Receipt of a special use permit from the Medway Planning and Economic Development Board for a RMD does not preclude an applicant from having to secure other required local permits from other Town boards/departments including but not limited to the Board of Health, Conservation Commission or the Department of Public Services.

or to act in any manner relating thereto.

**PLANNING AND ECONOMIC DEVELOPMENT BOARD**

**VV**

**(2/3 Majority)**

**TOWN MEETING ADJOURNED AT 9:50 P.M.**

**VOTERS IN ATTENDANCE: 343**

TOWN ELECTION 20-May-14					
BOARD OF SELECTMEN	PREC.1	PREC.2	PREC.3	PREC.4	TOTAL
Glenn Trindade	114	94	127	138	473
Steven Lee	56	130	114	117	417
Scatterings	0	1	0	0	1
Blanks	0	2	2	2	6
Total	170	227	243	257	897
BOARD OF HEALTH					
Michael J. Heavey	120	165	181	174	640
Scatterings	4	2	3	1	10
Blanks	46	60	59	82	247
Total	170	227	243	257	897
SCHOOL COMMITTEE					
Carole Bernstein	122	139	174	157	592
Cynthia Sullivan	129	143	181	169	622
Amanda Regan	0	4	2	3	9
Scatterings	3	3	1	4	11
Blanks	86	165	128	181	560
Total	340	454	486	514	1794
PARK Commission					
Ross Rackliff	132	155	174	173	634
Scatterings	2	1	1	0	4
blanks	36	71	68	84	259
Total	170	227	243	257	897
LIBRARY TRUSTEES					
Christopher Monahan	131	153	172	173	629
John Scott Smith	126	148	159	160	593
Scatterings	1	3	0	0	4
Blanks	82	150	155	181	568
Total	340	454	486	514	1794
WATER/SEWER Commission					
Robert Leonard Wilson	125	160	173	169	627
Scatterings	3	1	0	0	4
Blanks	42	66	70	88	266
Total	170	227	243	257	897

#### HOUSING Authority

Carl Rice	39	57	56	98	250
Scatterings	6	9	11	15	41
Blanks	125	161	176	144	606
Total	170	227	243	257	897

#### PLANNING AND ECONOMIC BD

Andy Rodenheiser	124	154	172	176	626
Robert Tucker	130	159	176	168	633
Scatterings	0	4	0	3	7
Blanks	86	137	138	167	528
Total	340	454	486	514	1794

#### REDEVELOPMENT AUTHORITY

Douglas Downing	127	162	183	177	649
Michael Griffin	122	154	180	175	631
Ray Himmel	124	148	167	157	596
Andy Rodenhiser	115	142	165	162	584
Scatterings	0	6	1	4	11
Blanks	192	296	276	353	1117
Total	680	908	972	1028	3588

#### QUESTION1

Change minimum age to  
purchase tobacco from 18  
to 21

yes	103	113	123	140	479
no	43	62	79	68	252
blanks	24	52	41	49	166
	170	227	243	257	897

**STATE PRIMARY  
SEPT. 9, 2014  
DEMOCRAT**

	<b>PREC. 1</b>	<b>PREC.2</b>	<b>PREC.3</b>	<b>PREC. 4</b>	<b>TOTAL</b>
<b>SENATOR IN CONGRESS</b>					
EDWARD J. MARKEY	113	153	167	136	569
SCATTERING	4	5	4	7	20
BLANKS	39	41	65	49	194
TOTAL	156	199	236	192	783
<b>GOVERNOR</b>					
DONALD M. BERWICK	42	37	43	38	160
MARTHA COAKLEY	44	79	84	66	273
STEVEN GROSSMAN	68	82	105	85	340
SCATTERING	0	1	1	0	2
BLANKS	2	0	3	3	8
TOTAL	156	199	236	192	783
<b>LIEUTENANT GOVERNOR</b>					
LELAND CHEUNG	29	39	43	30	141
STEPHEN J. KERRIGAN	63	84	113	108	368
MICHAEL E. LAKE	22	44	45	22	133
SCATTERING	0	2	0	0	2
BLANKS	42	30	35	32	139
TOTAL	156	199	236	192	783
<b>ATTORNEY GENERAL</b>					
MAURA HEALEY	94	113	146	109	462
WARREN E. TOLMAN	51	80	84	81	296
SCATTERING	0	1	0	0	1
BLANKS	11	5	6	2	24
TOTAL	156	199	236	192	783
<b>SECRETARY OF STATE</b>					
WILLIAM FRANCIS GALVIN	117	163	179	148	607
SCATTERING	0	1	2	1	4
BLANKS	39	35	55	43	172
TOTAL	156	199	236	192	783
<b>TREASURER</b>					
THOMAS P. CONROY	37	40	50	54	181

BARRY R. FINEGOLD	41	53	63	54	211
DEBORAH B. GOLDBERG	55	86	103	74	318
SCATTERING	0	2	0	0	2
BLANKS	23	18	20	10	71
TOTAL	156	199	236	192	783

#### **AUDITOR**

SUZANNE M BUMP	108	143	174	130	555
SCATTERING	0	2	0	1	3
BLANKS	48	54	62	61	225
TOTAL	156	199	236	192	783

#### **REP IN CONGRESS**

JOSEPH P. KENNEDY III	117	168	190	143	618
SCATTERING	2	1	0	1	4
BLANKS	37	30	46	48	161
TOTAL	156	199	236	192	783

#### **COUNCILLOR**

ROBERT L. JUBINVILLE	71	100	119	87	377
BART ANDREW TIMILITY	39	59	59	63	220
SCATTERING	0	1	0	0	1
BLANKS	46	39	58	42	185
TOTAL	156	199	236	192	783

#### **SENATOR IN GENERAL COURT**

KAREN E. SPILKA	118	162	192	142	614
SCATTERING	1	2	0	1	4
BLANKS	37	35	44	49	165
TOTAL	156	199	236	192	783

#### **REP IN GENERAL COURT**

JOHN V. FERNANDES	107				107
SCATTERING	0				0
BLANKS	49				49
TOTAL	156				156

#### **REP IN GENERAL COURT**

JEFFREY N. ROY		156	185	136	477
SCATTERING		1	0	0	1
BLANKS		42	51	56	149
TOTAL		199	236	192	627

**DISTRICT ATTORNEY**

MICHAEL W. MORRISSEY	111	144	176	131	562
SCATTERING	0	2	0	0	2
BLANKS	45	53	60	61	219
TOTAL	156	199	236	192	783

**REGISTER OF PROBATE**

PATRICK W. MCDERMOTT	99	146	174	128	547
SCATTERING	0	1	0	0	1
BLANKS	57	52	62	64	235
TOTAL	156	199	236	192	783

**COUNTY TREASURER**

JOSEPH A. CONNOLLY	102	149	172	126	549
SCATTERING	0	1	0	0	1
BLANKS	54	49	64	66	233
TOTAL	156	199	236	192	783

**COUNTY COMMISSIONER**

PETER H. COLLINS	100	147	168	125	540
SCATTERING	0	1	1	1	3
BLANKS	56	51	67	66	240
TOTAL	156	199	236	192	783



STATE PRIMARY REPUBLICAN

	PREC. 1	PREC. 2	PREC. 3	PREC. 4	TOTAL
<b>SENATOR IN CONGRESS</b>					
BRIAN J. HERR	76	76	70	75	297
SCATTERING	1	0	0	0	1
BLANKS	21	14	14	17	66
TOTAL	98	90	84	92	364
<b>GOVERNOR</b>					
CHARLES D BAKER	73	74	57	72	276
MARK R. FISHER	25	16	27	20	88
SCATTERING	0	0	0	0	0
BLANKS	0	0	0	0	0
TOTAL	98	90	84	92	364
<b>LT GOVERNOR</b>					
KARYN E. POLITO	81	77	74	80	312
SCATTERING	0	0	0	0	0
BLANKS	17	13	10	12	52
TOTAL	98	90	84	92	364
<b>ATTORNEY GENERAL</b>					
JOHN B. MILLER	73	74	68	70	285
SCATTERING	0	1	0	0	1
BLANKS	25	15	16	22	78
TOTAL	98	90	84	92	364
<b>SECRETARY OF STATE</b>					
DAVID D'ARCANGELO	71	75	67	69	282
SCATTERING	0	0	0	0	0
BLANKS	27	15	17	23	82
TOTAL	98	90	84	92	364
<b>TREASURER</b>					
MICHAEL JAMES HEFFERNAN	73	73	69	70	285
SCATTERING	0	0	0	0	0
BLANKS	25	17	15	22	79
TOTAL	98	90	84	92	364

**AUDITOR**

PATRICIA S. SAINT AUBIN	72	71	67	68	278
SCATTERING	0	0	0	0	0
BLANKS	26	19	17	24	86
TOTAL	98	90	84	92	364

**REP IN CONGRESS**

SCATTERING	11	15	9	8	43
BLANKS	87	75	75	84	321
TOTAL	98	90	84	92	364

**COUNCILLOR**

SCATTERING	8	7	8	5	28
BLANKS	90	83	76	87	336
TOTAL	98	90	84	92	364

**SENATOR IN GENERAL COURT**

SCATTERING	92	7	8	5	112
BLANKS	6	83	76	87	252
TOTAL	98	90	84	92	364

**REP IN GENERAL COURT**

CHRISTOPHER T. KIVIOR	24				24
MARK W. REIL JR.	58				58
SCATTERING	0				0
BLANKS	16				16
TOTAL	98				98

**REP IN GENEREAL COURT**

SCATTERING		10	7	5	22
BLANKS		80	77	87	244
TOTAL		90	84	92	266

**DISTRICT ATTORNEY**

SCATTERING	6	6	6	5	23
BLANKS	92	84	78	87	341
TOTAL	98	90	84	92	364

**REGISTER OF PROBATE**

SCATTERING	3	8	4	5	20
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BLANKS	95	82	80	87	344
TOTAL	98	90	84	92	364

**COUNTY TREASURER**

SCATTERING	4	7	5	6	22
BLANKS	94	83	79	86	342
TOTAL	98	90	84	92	364

**COUNTY COMMISSIONER**

MICHAEL J SOTER	68	71	60	64	263
SCATTERING	0	0	0	0	0
BLANKS	30	19	24	28	101
TOTAL	98	90	84	92	364

		Nov State Election			
		Nov. 4, 2014			
	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	TOTAL
<b>SENATOR IN CONGRESS</b>					
Edward J. Markey	529	629	666	667	2491
Brian J. Herr	693	606	581	681	2561
Scattering	1	2	2	1	6
Blanks	37	52	42	44	175
TOTAL	1260	1289	1291	1393	5233
<b>GOVERNOR &amp; LT GOVERNOR</b>					
Baker and Polito	826	769	714	835	3144
Coakley and Kerrigan	381	451	517	495	1844
Falchuk and Jennings	30	44	37	39	150
Lively and Saunders	7	10	6	8	31
McCormick and Post	6	6	9	5	26
Scattering	1	2	1	1	5
Blanks	9	7	7	10	33
TOTAL	1260	1289	1291	1393	5233
<b>ATTORNEY GENERAL</b>					
Maura Healey	552	687	689	682	2610
John B. Miller	659	539	551	659	2408
Scattering	1	0	2	2	5
Blanks	48	63	49	50	210
TOTAL	1260	1289	1291	1393	5233
<b>SECRETARY OF STATE</b>					
William Francis Galvin	672	813	800	827	3112
David D'Arcangelo	515	383	405	470	1773
Daniel L. Factor	20	31	39	41	131
Scattering	1	1	0	1	3
Blanks	52	61	47	54	214
TOTAL	1260	1289	1291	1393	5233

<b>TREASURER</b>					
Deborah B. Goldberg	465	563	608	589	2225
Michael James Heffernan	688	616	578	701	2583
Ian T. Jackson	27	32	45	31	135
Scattering	2	0	0	1	3
Blanks	78	78	60	71	287
<b>TOTAL</b>	<b>1260</b>	<b>1289</b>	<b>1291</b>	<b>1393</b>	<b>5233</b>
<b>AUDITOR</b>					
Suzanne M. Bump	477	573	593	605	2248
Patricia S. Saint Aubin	668	568	566	652	2454
MK Merelice	25	34	37	41	137
Scattering	2	1	0	0	3
Blanks	88	113	95	95	391
<b>TOTAL</b>	<b>1260</b>	<b>1289</b>	<b>1291</b>	<b>1393</b>	<b>5233</b>
<b>REP IN CONGRESS</b>					
Joseph P. Kennedy III	784	887	905	951	3527
Scattering	36	35	33	42	146
Blanks	440	367	353	400	1560
<b>TOTAL</b>	<b>1260</b>	<b>1289</b>	<b>1291</b>	<b>1393</b>	<b>5233</b>
<b>COUNCILLOR</b>					
Robert L. Jubinville	714	810	824	893	3241
Scattering	25	20	18	23	86
Blanks	521	459	449	477	1906
<b>TOTAL</b>	<b>1260</b>	<b>1289</b>	<b>1291</b>	<b>1393</b>	<b>5233</b>
<b>SENATOR IN GENERAL COURT</b>					
Karen E. Spilka	776	848	863	933	3420
Scattering	27	26	23	24	100
Blanks	457	415	405	436	1713
<b>TOTAL</b>	<b>1260</b>	<b>1289</b>	<b>1291</b>	<b>1393</b>	<b>5233</b>
<b>REP IN GENERAL COURT 10TH WORC</b>					
John V. Fernandes	525				525
Mark W. Reil Jr.	642				642
Scattering	1				1
Blanks	92				92
<b>TOTAL</b>	<b>1260</b>				<b>1260</b>

<b>REP IN GENERAL COURT 10TH NORFOLK</b>					
Jeffrey N. Roy		843	854	913	2610
Scattering		24	26	27	77
Blanks		422	411	453	1286
TOTAL		1289	1291	1393	3973
<b>DISTRICT ATTORNEY</b>					
Michael W. Morrissey	751	826	841	906	3324
Scattering	19	20	18	23	80
Blanks	490	443	432	464	1829
TOTAL	1260	1289	1291	1393	5233
<b>REGISTER OF PROBATE</b>					
Patrick W. McDermott	727	809	824	891	3251
Scattering	19	19	17	21	76
Blanks	514	461	450	481	1906
TOTAL	1260	1289	1291	1393	5233
<b>COUNTY TREASURER</b>					
Joseph A. Connolly	734	814	826	897	3271
Scattering	18	21	18	23	80
Blanks	508	454	447	473	1882
TOTAL	1260	1289	1291	1393	5233
<b>COUNTY COMMISSIONER</b>					
Peter H. Collins	439	534	569	559	2101
Michael J Soter	684	598	591	699	2572
Scattering	2	1	0	1	4
Blanks	135	156	131	134	556
TOTAL	1260	1289	1291	1393	5233
<b>QUEST 1 GASOLINE TAX</b>					
YES	796	718	706	796	3016
NO	435	535	558	552	2080
Blanks	29	36	27	45	137
TOTAL	1260	1289	1291	1393	5233
<b>QUEST 2 BOTTLE BILL</b>					
YES	221	226	217	208	872
NO	1027	1050	1061	1174	4312
BLANKS	12	13	13	11	49

TOTAL	1260	1289	1291	1393	5233
<b>QUEST 3 CASINO</b>					
YES	483	406	401	463	1753
NO	760	863	867	901	3391
BLANKS	17	20	23	29	89
TOTAL	1260	1289	1291	1393	5233
<b>QUEST 4 SICK TIME</b>					
YES	629	696	744	736	2805
NO	598	566	518	624	2306
BLANKS	33	27	29	33	122
TOTAL	1260	1289	1291	1393	5233
<b>QUEST 5 POLITICAL CONTRIBUTIONS</b>					
YES	754	812	783	897	3246
NO	283	271	300	309	1163
BLANKS	223	206	208	187	824
TOTAL	1260	1289	1291	1393	5233

**TOWN OF MEDWAY  
WARRANT FOR 2014  
FALL TOWN MEETING**

**NORFOLK ss:**

To either of the Constables of the Town of Medway

**GREETING:**

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of said Town who are qualified to vote in Town affairs to meet at the Medway High School Auditorium, 88 Summer Street, on Monday, November 10, 2014 at 7:00 PM, then and there to act on the following articles:

**Moderator, Mark Cerel, called the meeting to order at 7:00PM a quorum being present.**

**Dennis Crowley, Chairman of the Board of Selectmen, gave a presentation on the State of the Town.**

(Operational Stabilization Reserve Transfer)

To see if the Town will vote to transfer the sum of \$113,500 from the Operational Stabilization Reserve Account to the following Fiscal Year 2015 departmental accounts in the amounts shown:

<b>Dept. No.</b>	<b>Dept. Name</b>	<b>Amount</b>
01210	Police	\$ 48,000
01220	Fire	\$ 10,000
01241	Inspectional Services	\$ 12,500
01422	Public Services	\$ 33,790
01610	Library	\$ 9,210

Or to act in any manner relating thereto.

**BOARD OF SELECTMEN**

**VOTED: To transfer the sum of \$113,500.00 from the operational Stabilization Reserve Account to the departments listed in Article 1 of the warrant**

**VV**

**(Unanimous)**



(Free Cash Appropriation: OPEB Trust Account)

To see if the Town will transfer the sum of \$150,000 from Certified Free Cash to the Other Post-Employment Benefits (OPEB) Trust Account, or to act in any manner relating thereto.

**BOARD OF SELECTMEN**

**VOTED: To transfer the amount of \$150,000.00 from certified free cash to the Other Post-Employment Benefits Trust Account**

**VV**

**(Unanimous)**

(Rescind Borrowing: Deficit Financing)

To see if the Town will vote to rescind \$1,000,000 unissued balance of the \$3,000,000 authorized by vote of the Town under Article 2 of the March 20, 2006 Special Town Meeting and further authorized by the Commonwealth of Massachusetts by Special Legislation Chapter 70 of the Acts of 2006 for deficit financing, or to take any other action relative thereto.

**FINANCE DIRECTOR/TREASURER**

**VOTED: To rescind the unissued balance for deficit financing as printed in the warrant**

**VV**

**(Unanimous)**

(Rescind Borrowing: Middle School Project)

To see if the Town will vote to rescind the \$9,600,000 unissued balance of the \$22,100,000 authorized by vote of the Town under Article 8 of the November 15, 2010 Fall Town Meeting, or to take any other action relative thereto.

**FINANCE DIRECTOR/TREASURER**

**VOTED: To rescind the unissued balance for the Middle School project as printed in the warrant.**

**VV**

**(Unanimous)**

(Free Cash Appropriation: Medway Design Guidelines)

To see if the Town will vote to transfer the sum of \$15,000 from Certified Free Cash for a review and revision of the Medway Design Guidelines, or to act in any manner relating thereto.

**PLANNING AND ECONOMIC DEVELOPMENT  
BOARD**

**VOTED: To transfer the sum of \$15,000.00 from certified free cash for review and revision of the Medway Design Guidelines.**

**VV**

**(Unanimous)**

(Free Cash Appropriation: Choate Park Building Maintenance Repairs)

To see if the Town will vote to transfer the sum of \$35,000 from Certified Free Cash to supplement the \$50,000 appropriation authorized under Article 7 of the May 14, 2014 Annual Town Meeting to complete the repair of the Choate Park Building, or to act in any manner relating thereto.

#### **BOARD OF SELECTMEN**

**VOTED: To transfer the sum of \$35,000.00 from certified free cash to complete repair of the Choate Park Building.**

**VV**

**(Unanimous)**

(Free Cash Appropriation: Urban Renewal Plan for Oak Grove)

To see if the Town will vote to transfer the sum of \$80,000 from Certified Free Cash for the purpose of funding the preparation of an Urban Renewal Plan consistent with the requirements of Massachusetts General Law Chapter 121B for the Oak Grove Park area depicted on Assessor's Map 99, Oak Grove Insert Map, or to act in any manner relating thereto.

#### **BOARD OF SELECTMEN**

**VOTED: To transfer the sum of \$80,000.00 from certified free cash for the purpose stated in the warrant**

**VV**

**(Unanimous)**

(Water Retained Earnings Appropriation: Purchase Chlorinators)

To see if the Town will vote to transfer the sum of \$165,000 from Water Retained Earnings for the purpose of purchasing and installing chlorinators in the Town's water tanks, or to act in any manner relating thereto.

#### **DEPT. OF PUBLIC SERVICES**

**VOTED: To transfer the sum of \$165,000.00 from Water retained Earnings for the purpose of purchasing and installing chlorinators in the Town's water tanks.**

**VV**

**(Unanimous)**

(Free Cash Appropriation: Fund Streetlight Conversion to LED)

To see if the Town will vote to transfer the sum of \$20,000 from Certified Free Cash for the purpose of funding the Town's matching funds for a Mass Dept. of Energy Resources grant for streetlight conversion to LED, or to act in any manner relating thereto.

**DEPT. OF PUBLIC SERVICES**

**Voted: To transfer the sum of \$20,000.00 from Certified Free Cash for the purpose of funding the Town's matching funds for a Mass Dept. of Energy Resources grant for streetlight conversion to LED.**

**VV**

**(Unanimous)**

(Prior Year Bills)

To see if the Town will vote to authorize payment of a Fiscal Year 2014 unemployment insurance invoice in the amount of \$2,204 to be paid for from the Fiscal Year 2015 unemployment insurance account of the Town, or to act in any manner relating thereto.

**BOARD OF SELECTMEN**

**VOTED: to authorize payment of a Fiscal Year 2014 unemployment insurance invoice in the amount of \$2,204 to be paid for from the Fiscal Year 2015 unemployment insurance account of the Town.**

**VV**

**(Unanimous)**

(CPA Fund Transfer: Amphitheater)

To see if the Town will vote to transfer the sum of \$20,000 from Community Preservation Act Fund Open Space Reserves to the Open Space Committee for the purpose of establishing handicap accessibility to the Amphitheater, or to act in any manner relating thereto.

**OPEN SPACE COMMITTEE**

**VOTED: To dismiss**

**VV**

**(Unanimous)**

(CPA Fund Transfer: Housing Production Plan)

To see if the Town will vote to transfer the sum of \$6,800 from Community Preservation Act Fund Community Housing Reserves to the Affordable Housing Trust for the purpose of funding an update to the 2010 Medway Housing Production Plan in order to comply with May, 2013 Guidelines, or act in any manner relating thereto.

**AFFORDABLE HOUSING TRUST**

**VOTED: to transfer the sum of \$6,800 from Community Preservation Act Fund Community Housing Reserves to the Affordable Housing Trust for the purpose of funding an update to the 2010 Medway Housing Production Plan in order to comply with May, 2013 Guidelines,**

**VV**

**(Unanimous)**

(Adjustment: Community Preservation Fund Statutory Set-Aside)

To see if the Town will vote to authorize the Town Accountant, with the approval of the Community Preservation Committee, to adjust the set-aside balances from prior fiscal years within the Community Preservation Fund account to comply with the statutory requirement to set aside for later spending not less than ten percent of the Community Preservation Fund annual revenues for each fiscal year in open space, for historic resources, and for community housing respectively, as required by Chapter 44B, section 6 of the Massachusetts General Laws, or to act in any manner relating thereto.

#### COMMUNITY PRESERVATION COMMITTEE

<b>CPA Transfer from Retained Earnings to Reserve Accounts</b>	
Community Housing	\$ 36,001
Open Space	\$ 36,001
Historical Preservation	<u>\$ 36,001</u>
Total	\$108,003

**VOTED: To authorize adjustment of the Community Preservation Fund set-aside balances as printed on this article.**

**VV**

**(Unanimous)**

(Street Acceptance: Azalea Drive)

To see if the Town will vote to accept as a public way, the following street as laid out by the Board of Selectmen and as shown on a plan on file in the Office of the Town Clerk:

**Azalea Drive** in its entirety from Station 0+00 beginning at its intersection with Dogwood Lane running easterly, then northerly, then westerly through to its end at Station 24+87.19 and Azalea Drive from Station 0+00 beginning at Summer Street and running westerly to the end of that segment at Station 2+47.76, both as shown on the Azalea Drive Street Acceptance Plan dated 5/13/2014 prepared by Precision Land Surveying of Southborough, MA and Tetra Tech of Framingham, MA.

And further to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise, and to accept the deed or deeds to the Town of a fee simple interest or easements in said streets and any associated drainage, utility or other easements for said streets, and for any trail or public access easements and to appropriate a sum of money for this purpose and any related expenses;

And further to authorize the Board of Selectmen and town officers to take any and all related actions necessary or appropriate to carry out the purposes of this article;

Or to act in any manner relating thereto.

**PLANNING AND ECONOMIC DEVELOPMENT  
BOARD**

**VOTED: To accept Azalea Drive as a public way as printed in the warrant  
VV (Unanimous)**

(Street, Drainage Parcel and Infrastructure Acceptance: Morningside Drive)  
To see if the Town will vote to accept as a public way, the following street as laid out by the Board of Selectmen and as shown on a plan on file in the Office of the Town Clerk:

**Morningside Drive** in its entirety from Station 0+00 beginning at its intersection with Holliston Street to its end at Station 5+27.55 as shown on the *Street Acceptance Plan for Morningside Drive in Medway, MA* dated 10/7/2014, prepared by Outback Engineering of Middleborough, MA.

And further to see if the Town will vote authorize the Board of Selectmen to accept as a gift from Fox Run Development Group LLC of Lincoln, RI, one parcel of land totaling 9,236 square feet, more or less, shown as Parcel A on “*Modification to Comprehensive Permit, Subdivision Lotting Plan, Fox Run Farm*” by Outback Engineering, dated May 24, 2011, recorded at the Norfolk County Registry of Deeds in Plan Book 610, Page 62, also known as 0 Morningside Drive/Medway Assessors’ Parcel 22-053-008, said land to be used by the Town for stormwater drainage purposes.

And further to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise, and to accept the deed or deeds to the Town of a fee simple interest or easements in said streets and any associated drainage, utility or other easements for said streets, and for any trail or public access easements and to appropriate a sum of money for this purpose and any related expenses;

And further to authorize the Board of Selectmen and town officers to take any and all related actions necessary or appropriate to carry out the purposes of this article;

Or to act in any manner relating thereto.

**PLANNING AND ECONOMIC DEVELOPMENT  
BOARD**

**VV (Unanimous)**

(Easement Acceptance: Applegate Subdivision)  
To see if the Town will vote to authorize the Board of Selectmen to accept as a gift the permanent utility and access easements shown on a plan entitled “Amended Definitive Subdivision Plan ‘Applegate Farm’ Twelve Lot Single Family Residential Subdivision, Medway, Massachusetts,” prepared by GLM Engineering, Inc., dated February 20, 2013, last revised April 28, 2014, and further to authorize the Board of Selectmen and town

officers to take any and all related actions necessary or appropriate to carry out the purposes of this article; or to act in any manner relating thereto.

## **PLANNING AND ECONOMIC DEVELOPMENT BOARD**

**VOTED: vote to authorize the Board of Selectmen to accept as a gift the permanent utility and access easements shown on a plan entitled “Amended Definitive Subdivision Plan ‘Applegate Farm’ Twelve Lot Single Family Residential Subdivision, Medway, Massachusetts,” prepared by GLM Engineering, Inc., dated February 20, 2013, last revised April 28, 2014, and further to authorize the Board of Selectmen and town officers to take any and all related actions necessary or appropriate to carry out the purposes of this article**

**VV**

**(Unanimous)**

(Utility Easement Grants: Rt 109 Project)

To see if the Town will vote to authorize the Board of Selectmen to grant utility easements to facilitate the Route 109 project authorized by vote of the May 12, 2014 Annual Town Meeting, Article 29, for the minimum price of one dollar and on such terms and conditions as the Board of Selectmen deem to be in the best interests of the Town, and authorize the Board of Selectmen and other town officials to take all actions necessary to carry out the purposes of this article, or to act in any manner relating thereto.

## **BOARD OF SELECTMEN**

**VOTED: to authorize the Board of Selectmen to grant utility easements to facilitate the Route 109 project authorized by vote of the May 12, 2014 Annual Town Meeting, Article 29, for the minimum price of one dollar and on such terms and conditions as the Board of Selectmen deem to be in the best interests of the Town, and authorize the Board of Selectmen and other town officials to take all actions necessary to carry out the purposes of this article.**

**VV**

**(Unanimous)**

(Utility Easement Grant: Adams St Athletic Field)

To see if the town will vote to transfer to the Board of Selectmen to the extent necessary, and authorize the Board of Selectmen to convey a utility access easement over a portion of the Town’s property at 0 Adams Street, Medway Assessors’ Parcel 29-020, for the limited purpose of maintaining an existing transformer currently operated by NSTAR, provided that said easement shall not interfere with the Town’s use of the property at 0 Adams Street, on such terms as the Board of Selectmen shall deem to be in the best interests of the Town, and to authorize the Board of Selectmen and other town officials to do all acts necessary to carry out the purposes of this article, or take any other action related thereto.

## **BOARD OF SELECTMEN**

**VOTED: to transfer to the Board of Selectmen to the extent necessary, and authorize the Board of Selectmen to convey a utility access easement over a portion of the Town's property at 0 Adams Street, Medway Assessors' Parcel 29-020, for the limited purpose of maintaining an existing transformer currently operated by NSTAR, provided that said easement shall not interfere with the Town's use of the property at 0 Adams Street, on such terms as the Board of Selectmen shall deem to be in the best interests of the Town, and to authorize the Board of Selectmen and other town officials to do all acts necessary to carry out the purposes of this article.**  
**VV (Unanimous)**

(Zoning Map Revision: Portions of ARII to Commercial V)

To see if the Town of Medway will vote to rezone the following parcels from Agricultural Residential II district zoning to Commercial V district zoning as shown on a map on file with the Town Clerk and to amend the Medway Zoning Map accordingly.

1.38 acre parcel at 32 Summer Street (Berry's Greenhouse) - Medway Assessor's parcel 56-041

0.09 acre parcel at 37 Summer Street (Alexander) - Medway Assessor's parcel 56-017

0.67 acre parcel at 35 Summer Street (Alexander) - Medway Assessor's parcel 56-018

0.42 acre parcel at 33 Summer Street (Notturmo) - Medway Assessor's parcel 56-019

0.34 acre parcel at 31 Summer Street (PMAM Group LLC) - Medway Assessor's parcel 56-020

0.52 acre parcel at 37 Milford Street (Bain) - Medway Assessor's parcel 56-036

Or to act in any manner relating thereto.

#### **PLANNING AND ECONOMIC DEVELOPMENT BOARD**

**VOTED to amend: To rezone the following parcel from Agricultural Residential II district zoning to Commercial V district zoning as shown on a map on file with the Town Clerk and to amend Zoning Map Accordingly 0.52 acre parcel at 37 Milford St (Bain)-Medway Assessor's parcel 56-036**

**VV (2/3 Majority)**

(Zoning Map Revision: Adaptive Use Overlay District)

To see if the Town of Medway will vote to amend the Medway Zoning Map to depict the location and boundaries of the Medway Mill Conversion Subdistrict, all of which is located at 165 Main Street, Medway Assessor's Parcel 48-092, and is within the Adaptive Use Overlay District, as shown on a map on file with the Medway Town Clerk.

Or to act in any manner relating thereto.

#### **PLANNING AND ECONOMIC DEVELOPMENT BOARD**

**VOTED: to amend the Medway Zoning Map to depict the location and boundaries of the Medway Mill Conversion Subdistrict, all of which is located at 165 Main Street, Medway Assessor's Parcel 48-092, and is within the Adaptive Use Overlay District, as shown on a map on file with the Medway Town Clerk.**

**VV**

**(Unanimous)**

(Amend Zoning Bylaw: Commercial District I)

To see if the Town of Medway will vote to amend the Medway Zoning Bylaw by deleting Sub-Section G. Commercial District I in SECTION V. USE REGULATIONS and replacing it as follows: NOTE – Added text is noted in **Bold**; text to be deleted is shown as ~~stricken through~~.

***G. COMMERCIAL DISTRICT I***

- 1. Purpose: To encourage the development and redevelopment of the district in a manner that represents the qualities, functions, and architectural features of a traditional New England town center. Such features and functions include and encourage mixed business, service, civic, institutional and/or residential uses which are arranged in a compact pattern that is conducive to pedestrian access and use.**
2. Buildings, structures and premises may be used for any of the following purposes and uses customarily accessory thereto but no others, subject to the regulations and conditions enumerated herein:
  - a) Municipal use
  - b) Retail Sales
  - c) Offices for business or professional use
  - d) Salesroom for motor vehicles, trailers, boats, farm implements or machinery with repair services and storage permitted but not including auto body, welding or soldering shops
  - e) Undertaking establishment or funeral home
  - f) Restaurant or other establishment providing food and beverage within a building. **Outdoor dining may be permitted by the Building Inspector upon a determination that the location of the seating does not create a hazard to pedestrians.**
  - g) Bank or other financial institution
  - h) Personal care services such as but not limited to barber shops, beauty parlors, and nail salons



- i) **Consumer services such as but not limited to health care, fitness facility, optician, dry cleaner, laundry, florist, shoe repair, photocopy/printing, bakery, photography studio, tailor, and other similar businesses and services.**
  - j) Repair shops for small electronic equipment, appliances and tools
  - k) **Schools**
  - l) Any of the following uses if authorized by special permit:
    - 1) Live entertainment within a building.
    - 2) Motel or hotel
    - 3) Commercial indoor amusement or recreation place or place of assembly
    - 4) Vehicle Fuel Station
    - 5) Automotive car wash
    - 6) Shopping
    - 7) Drive-thru facility
    - 8) Kennel
    - 9) Vehicle Repair
    - 10) Assisted living residence facility as defined by M.G.L, chapter 19D.
    - 11) **Mixed Use Development – A combination of multi-family dwelling units with any of the by right and/or special permit uses specified herein.**
3. **Coordination of Special Permit and Site Plan Review - In order to facilitate a streamlined permitting process, when the scope of the development project necessitates major or minor site plan review pursuant to SECTION V. USE REGULATIONS, Sub-Section C. Site Plan Review and Approval of the Medway Zoning Bylaw, the special permit granting authority shall be the Planning and Economic Development Board so that the special permit and site plan reviews can be consolidated and conducted concurrently. Otherwise, the special permit granting authority shall be the Zoning Board of Appeals.**
4. By-right uses shall comply with the following dimensional regulations:
- a) Minimum lot size: 20,000 sq. ft.
  - b) Maximum lot coverage, including accessory buildings: 30%
  - c) Minimum continuous frontage: 100 ft.
  - d) Minimum front-yard setback: 50 ft. of which the first 10 ft. nearest the street line shall not be used for the parking or storage of vehicles and shall be suitably landscaped

- e) Minimum side-yard and rear-yard setback: 25 ft. of which the first 10 ft. nearest each lot line, if the adjacent use is residential in whole or in part, shall not be used for the parking or storage of vehicles and shall be suitably landscaped
  - f) Maximum building height: 40 ft. ~~A height greater than 40 ft. up to a maximum of 60' may be allowed by special permit from the Planning and Economic Development Board.~~
5. **Special Permit Regulations – The following provisions shall apply to Special Permit Uses and are also available to applicants for “By Right” uses who wish to seek a Special Permit to achieve flexible site design.**
- a) **Dimensional Requirements**
    - 1) **Minimum lot size: 10,000 sq. ft.**
    - 2) **Minimum continuous frontage: 50 ft.**
    - 3) **Minimum front-yard setback: Principle buildings shall be set back a minimum of 10 feet from the front lot line. Architectural features such as bay windows, porches, balconies, porticos, canopies, etc. shall not be subject to the 10-foot minimum setback.**
    - 4) **Minimum side-yard and rear-yard setback: For lot lines abutting a residential zoning district, 25 ft. of which the first 10 ft. nearest each lot line shall not be used for the parking or storage of vehicles and shall be suitably landscaped. There is no side-yard or rear-yard setback for properties abutting other properties within the C1 district.**
    - 5) **Maximum building height: 60 ft.**
  - b) **Residential Uses in a Mixed Use Development**
    - 1) **Except for assisted living residence facilities, a building comprised of 100% multi-family dwelling units shall not be permitted.**
    - 2) **In a 3 story building, no more than 67% of the gross floor area shall be comprised of multi-family dwelling units. In a 2 story building, no more than 50% of the gross floor area shall be comprised of multi-family dwelling units.**

- 3) **Multi-family dwelling units may not be located on the ground floor of a mixed-use building or development unless:**
  - a. **the building with the multi-family dwelling units is set behind another building which has business uses on the ground floor and a front façade that faces a public way or primary access drive; or**
  - b. **the residential portion of the ground floor is set behind the business uses within the same building which has a front façade that faces a public way or primary access drive.**
- 4) **No more than 10% of the total number of a mixed-use development's residential dwelling units shall have more than 2 bedrooms.**
- c) **A minimum of 15% of the site shall function as landscaped and/or public space. The landscaped and/or public space shall be architecturally integral to the site and/or, as appropriate and practical, to abutting sites. No space that is used for vehicular parking or circulation, or loading shall be included as landscaped and/or public space.**
- d) **Special Permit Review Criteria**
  - 1) **Special permits granted under this sub-section are not subject to the special permit criteria specified in SECTION III. Sub-Section J of this Bylaw.**
  - 2) **Before granting a special permit for the specified special permit uses or for flexible site design of by-right uses in the Commercial I zoning district, the special permit granting authority shall find that in its judgment, all of the following criteria for granting the special permit are met:**
    - a. **The proposed use represents the qualities of a traditional New England town center.**
    - b. **The proposed site design is environmentally sound and is readily accessible to and useable by pedestrians.**
    - c. **The proposed use reflects and advances the goals and objectives of the Medway Master Plan as updated.**
    - d. **Adequate pedestrian and (where applicable) vehicular linkages within the site and connecting to abutting properties are provided.**
    - e. **Streets, driveways, sidewalks, landscaped areas and public services are laid out in a safe manner.**

- f. Any detrimental impacts of the use on abutting properties and/or residential neighborhoods have been adequately mitigated.
- g. The site design incorporates the site's existing topography and protects natural features to the maximum extent possible.

## **6. Design Requirements**

- a) All facades of a building that are visible from a public way or an internal pedestrian or vehicular way shall be designed in accordance with the current *Medway Design Review Guidelines* and the Design Principles and Standards included in the *Site Plan Rules and Regulations*.
  - b) All sites shall include pedestrian connections to abutting commercial properties and, where appropriate, to abutting residential neighborhoods. The pedestrian connections shall be well-defined and of a design and quality that will encourage significant use.
  - c) Vehicular connections to abutting sites shall be provided where practical as determined by the Planning and Economic Development Board as part of the review process. In cases where physical connections are not currently possible, easements and a design to provide for potential future connections may be required.
  - d) Buildings and developments shall be made pedestrian friendly by use of amenities such as wide sidewalks/pathways, outdoor seating, and patios or courtyards. All structures, parking, pathways and other pedestrian amenities shall be designed to maximize ease of pedestrian access.
- 7. Sustainability – New buildings constructed in the Commercial I district after the passage of this bylaw are encouraged to promote sustainability by being environmentally responsible and resource-efficient throughout a building's life-cycle from siting to design, construction, operation, maintenance, renovation and deconstruction. This may be accomplished by incorporating sustainable materials in the construction (e.g., reused, recycled-content, or made from renewable resources); create healthy indoor environments with minimum pollutants (e.g., reduced product emissions); and/or feature landscaping that reduces water usage (e.g., by using native plants that survive without extra watering). The criteria in the current Leadership in Energy and Environmental Design (LEED), Institute for Sustainable Infrastructure (ISI), and EPA's Green Building program offer examples of measures that will help accomplish this goal.**

AND to amend the Sub-Section H. Parking Regulations of SECTION V. USE REGULATIONS by adding the following to the Parking Requirements Schedule in Paragraph 4.

**Multi-Family Dwelling in Commercial I – 1.5 spaces per dwelling unit.**

Or to act in any manner relating thereto.

**VOTED: to amend the Medway Zoning Bylaw by deleting Sub-Section G. Commercial District I in SECTION V. USE REGULATIONS and replacing it as**

***G. COMMERCIAL DISTRICT I***

2. **Purpose: To encourage the development and redevelopment of the district in a manner that represents the qualities, functions, and architectural features of a traditional New England town center. Such features and functions include and encourage mixed business, service, civic, institutional and/or residential uses which are arranged in a compact pattern that is conducive to pedestrian access and use.**
2. **Buildings, structures and premises may be used for any of the following purposes and uses customarily accessory thereto but no others, subject to the regulations and conditions enumerated herein:**
  - a) **Municipal use**
  - b) **Retail Sales**
  - c) **Offices for business or professional use**
  - d) **Salesroom for motor vehicles, trailers, boats, farm implements or machinery with repair services and storage permitted but not including auto body, welding or soldering shops**
  - e) **Undertaking establishment or funeral home**
  - f) **Restaurant or other establishment providing food and beverage within a building. Outdoor dining may be permitted by the Building Inspector upon a determination that the location of the seating does not create a hazard to pedestrians.**
  - g) **Bank or other financial institution**
  - h) **Personal care services such as but not limited to barber shops, beauty parlors, and nail salons**

- ii) **Consumer services such as but not limited to health care, fitness facility, optician, dry cleaner, laundry, florist, shoe repair, photocopy/printing, bakery, photography studio, tailor, and other similar businesses and services.**
  - j) **Repair shops for small electronic equipment, appliances and tools**
  - k) **Schools**
  - l) **Any of the following uses if authorized by special permit:**
    - 1) **Live entertainment within a building.**
    - 2) **Motel or hotel**
    - 3) **Commercial indoor amusement or recreation place or place of assembly**
    - 4) **Vehicle Fuel Station**
    - 5) **Automotive car wash**
    - 6) **Shopping**
    - 7) **Drive-thru facility**
    - 8) **Kennel**
    - 9) **Vehicle Repair**
    - 10) **Assisted living residence facility as defined by M.G.L, chapter 19D.**
    - 11) **Mixed Use Development – A combination of multi-family dwelling units with any of the by right and/or special permit uses specified herein.**
3. **Coordination of Special Permit and Site Plan Review - In order to facilitate a streamlined permitting process, when the scope of the development project necessitates major or minor site plan review pursuant to SECTION V. USE REGULATIONS, Sub-Section C. Site Plan Review and Approval of the Medway Zoning Bylaw, the special permit granting authority shall be the Planning and Economic Development Board so that the special permit and site plan reviews can be consolidated and conducted concurrently. Otherwise, the special permit granting authority shall be the Zoning Board of Appeals.**
4. **By-right uses shall comply with the following dimensional regulations:**
- a) **Minimum lot size: 20,000 sq. ft.**
  - b) **Maximum lot coverage, including accessory buildings: 30%**
  - c) **Minimum continuous frontage: 100 ft.**

- d) **Minimum front-yard setback: 50 ft. of which the first 10 ft. nearest the street line shall not be used for the parking or storage of vehicles and shall be suitably landscaped**
  - e) **Minimum side-yard and rear-yard setback: 25 ft. of which the first 10 ft. nearest each lot line, if the adjacent use is residential in whole or in part, shall not be used for the parking or storage of vehicles and shall be suitably landscaped**
  - f) **Maximum building height: 40 ft.**
5. **Special Permit Regulations – The following provisions shall apply to Special Permit Uses and are also available to applicants for “By Right” uses who wish to seek a Special Permit to achieve flexible site design.**
- a) **Dimensional Requirements**
    - 1) **Minimum lot size: 10,000 sq. ft.**
    - 2) **Minimum continuous frontage: 50 ft.**
    - 3) **Minimum front-yard setback: Principle buildings shall be set back a minimum of 10 feet from the front lot line. Architectural features such as bay windows, porches, balconies, porticos, canopies, etc. shall not be subject to the 10-foot minimum setback.**
    - 4) **Minimum side-yard and rear-yard setback: For lot lines abutting a residential zoning district, 25 ft. of which the first 10 ft. nearest each lot line shall not be used for the parking or storage of vehicles and shall be suitably landscaped. There is no side-yard or rear-yard setback for properties abutting other properties within the C1 district.**
    - 5) **Maximum building height: 60 ft.**
  - b) **Residential Uses in a Mixed Use Development**
    - 1) **Except for assisted living residence facilities, a building comprised of 100% multi-family dwelling units shall not be permitted.**
    - 2) **In a 3 story building, no more than 67% of the gross floor area shall be comprised of multi-family dwelling units. In a 2 story building, no more than 50% of the gross floor area shall be comprised of multi-family dwelling units.**

- 3) **Multi-family dwelling units may not be located on the ground floor of a mixed-use building or development unless:**
  - a. **the building with the multi-family dwelling units is set behind another building which has business uses on the ground floor and a front façade that faces a public way or primary access drive; or**
  - b. **the residential portion of the ground floor is set behind the business uses within the same building which has a front façade that faces a public way or primary access drive.**
- 4) **No more than 10% of the total number of a mixed-use development's residential dwelling units shall have more than 2 bedrooms.**
- c) **A minimum of 15% of the site shall function as landscaped and/or public space. The landscaped and/or public space shall be architecturally integral to the site and/or, as appropriate and practical, to abutting sites. No space that is used for vehicular parking or circulation, or loading shall be included as landscaped and/or public space.**
- d) **Special Permit Review Criteria**
  - 1) **Special permits granted under this sub-section are not subject to the special permit criteria specified in SECTION III. Sub-Section J of this Bylaw.**
  - 2) **Before granting a special permit for the specified special permit uses or for flexible site design of by-right uses in the Commercial I zoning district, the special permit granting authority shall find that in its judgment, all of the following criteria for granting the special permit are met:**
    - c. **The proposed use represents the qualities of a traditional New England town center.**
    - d. **The proposed site design is environmentally sound and is readily accessible to and useable by pedestrians.**
    - c. **The proposed use reflects and advances the goals and objectives of the Medway Master Plan as updated.**
    - d. **Adequate pedestrian and (where applicable) vehicular linkages within the site and connecting to abutting properties are provided.**



- e. Streets, driveways, sidewalks, landscaped areas and public services are laid out in a safe manner.
- f. Any detrimental impacts of the use on abutting properties and/or residential neighborhoods have been adequately mitigated.
- g. The site design incorporates the site's existing topography and protects natural features to the maximum extent possible.

## **6. Design Requirements**

- b) All facades of a building that are visible from a public way or an internal pedestrian or vehicular way shall be designed in accordance with the current *Medway Design Review Guidelines* and the Design Principles and Standards included in the *Site Plan Rules and Regulations*.
  - b) All sites shall include pedestrian connections to abutting commercial properties and, where appropriate, to abutting residential neighborhoods. The pedestrian connections shall be well-defined and of a design and quality that will encourage significant use.
  - c) Vehicular connections to abutting sites shall be provided where practical as determined by the Planning and Economic Development Board as part of the review process. In cases where physical connections are not currently possible, easements and a design to provide for potential future connections may be required.
  - d) Buildings and developments shall be made pedestrian friendly by use of amenities such as wide sidewalks/pathways, outdoor seating, and patios or courtyards. All structures, parking, pathways and other pedestrian amenities shall be designed to maximize ease of pedestrian access.
7. Sustainability – New buildings constructed in the Commercial I district after the passage of this bylaw are encouraged to promote sustainability by being environmentally responsible and resource-efficient throughout a building's life-cycle from siting to design, construction, operation, maintenance, renovation and deconstruction. This may be accomplished by incorporating sustainable materials in the construction (e.g., reused, recycled-content, or made from renewable resources); create healthy indoor environments with minimum pollutants (e.g., reduced product emissions); and/or feature landscaping that reduces water usage (e.g., by using native plants that survive without extra watering). The criteria in the current Leadership in Energy and Environmental Design (LEED), Institute for Sustainable Infrastructure (ISI), and EPA's Green Building program offer examples of measures that will help accomplish this goal.

**AND to amend the Sub-Section H. Parking Regulations of SECTION V. USE REGULATIONS by adding the following to the Parking Requirements Schedule in Paragraph 4.**

**Multi-Family Dwelling in Commercial I – 1.5 spaces per dwelling unit.**  
VV (Unanimous)

(Amend Zoning Bylaw: Adult Retirement Community Planned Unit Development)  
To see if the Town of Medway will vote to amend the Medway Zoning Bylaw, SECTION V. USE REGULATIONS, Sub-Section U. Adult Retirement Community Planned Unit Development (ARCPUD), 4. c) ARCPUD General Standards, item 4) to read as follows (new wording is underlined and wording that is being deleted is ~~stricken~~ through):

4. c) 4) Upon approval by the Planning and Economic Development Board, an ARCPUD also may include any combination of the following accessory uses:

- a. Local Convenience Retail;
- b. Medical Offices or Clinics; and
- c. Adult Day Care;

~~use of no more than 7,500 square feet of gross building area. If located within an ARCPUD development, by definition, provided that the total amount of building area occupied by Local Convenience Retail uses shall not exceed 4,500 square feet and the total of all such accessory uses shall not exceed five percent (5%) of the ARCPUD's total gross building area. or 7,500 square feet, whichever is greater.~~

AND to amend Sub-Section U. Adult Retirement Community Planned Unit Development (ARCPUD), Paragraph 4. c) ARCPUD General Standards, item 6) as follows (new wording is underlined and wording that is being deleted is ~~stricken~~ through):

4. c) 6) The maximum number of permitted housing units in an ARCPUD shall be determined by multiplying the gross acreage of the ARCPUD site by a factor of three (3.0). A housing unit shall be defined as equal to:

- a. A home site in an ARCPUD Residential Subdivision, a dwelling unit in an ARCPUD Independent Living Residence Facility, a townhouse, or a dwelling unit as defined in the Bylaw;
- b. Two (2) dwellings or rooms in an ARCPUD Assisted Living Residence Facility or an ARCPUD Congregate Living Residence Facility, ~~provided such dwellings do not meet the definition of a dwelling unit;~~

- c. Three (3) dwellings or rooms in an ARCPUD Long-Term Care Facility.

AND to amend Sub-Section U. 4. c) ARCPUD General Standards, by deleting item 9) in its entirety as follows (wording that is being deleted is ~~stricken~~ through):

4. c) 9) ~~Affordability — At least 10% of the total number of ARCPUD residential dwelling units, rounded up to the next higher integer, shall be designated and made available as Affordable Dwelling Units as defined in this Zoning Bylaw.~~

AND to amend Sub-Section U. 4. e) 8) ***ARCPUD Site Development Standards***, (new wording is underlined and wording that is being deleted is ~~stricken~~ through):

8) Within the ARCPUD a minimum of two (2) off-street parking spaces shall be required for each dwelling housing unit as calculated in Sub-Section U. 4. c) 6). The required parking space(s) shall be provided on the same lot as the dwelling(s) or on a contiguous lot (within the ARCPUD) provided that there are easements ensuring rights of access, use and maintenance. The Planning and Economic Development Board may, as a condition of granting a special permit for the ARCPUD, require additional off-street parking areas to be provided for use in common by dwelling unit owners or residents and their guests, or reduce the required number of parking spaces based on documentation, including but not limited to standards from the Institute of Transportation Engineers Parking Generation Manual or data from similar facilities.

AND to amend SECTION II. DEFINITIONS by inserting the following definitions in alphabetical order (new wording is underlined):

**Medical Office or Clinic** – An establishment primarily engaged in furnishing medical, surgical, psychiatric or other health-related services to individuals, including the offices of physicians, dentists and other health practitioners, and out-patient care facilities.

**Adult Day Care** -- Also commonly known as adult day services, is a non-residential facility that supports the health, nutritional, social support, and daily living needs of adults in professionally staffed, group settings. Services may include transitional care and short-term rehabilitation following hospital discharge.

AND to amend SECTION V. USE REGULATIONS, Sub-Section X Affordable Housing. Paragraph 3. Applicability, a) by renumbering the current item 5) to become item 6) and by inserting a new item 5) as follows (new wording is underlined):

3. a) 5) Sub-Section U. Adult Retirement Community Planned Unit Development (ARCPUD) of SECTION V. USE REGULATIONS of the Medway Zoning Bylaw

AND in Paragraph 3. Applicability, c) by revising item 2) to read as follows (new wording is underlined and wording that is being deleted is ~~stricken~~ through):

3. c) 2) ~~Adult Retirement Community~~ ARCPUD Assisted Living Residence Facility, ARCPUD Congregate Living Facility, and an ARCPUD Long Term Care Facility approved pursuant to an ARCPUD Special Permit under SECTION V. USE REGULATIONS, Sub-Section U. Adult Retirement Community Planned Unit Development (ARCPUD)

Or to act in any manner relating thereto.

#### **PLANNING AND ECONOMIC DEVELOPMENT BOARD**

**VOTED:** to amend the Medway Zoning Bylaw, SECTION V. USE REGULATIONS, Sub-Section U. Adult Retirement Community Planned Unit Development (ARCPUD), 4. c) ARCPUD General Standards, item 4) to read as follows  
4. c) 4) Upon approval by the Planning and Economic Development Board, an ARCPUD also may include any combination of the following accessory uses:

- a. Local Convenience Retail;
- d. Medical Offices or Clinics; and
- c. Adult Day Care;

provided that the total ~~amount of~~ building area occupied by Local Convenience Retail uses shall not exceed 4,500 square feet and the total of all such accessory uses shall not exceed five percent (5%) of the ARCPUD's total gross building area..

**AND** to amend Sub-Section U. Adult Retirement Community Planned Unit Development (ARCPUD), Paragraph 4. c) ARCPUD General Standards, item 6) as follows:

4. c) 6) The maximum number of permitted housing units in an ARCPUD shall be determined by multiplying the gross acreage of the ARCPUD site by a factor of three (3.0). A housing unit shall be defined as equal to:
- a. A home site in an ARCPUD Residential Subdivision, a dwelling unit in an ARCPUD Independent Living Residence Facility, a townhouse, or a dwelling unit as defined in the Bylaw;
  - b. Two (2) dwellings or rooms in an ARCPUD Assisted Living Residence Facility or an ARCPUD Congregate Living Residence Facility
  - c. Three (3) dwellings or rooms in an ARCPUD Long-Term Care Facility.

AND to amend Sub-Section U. 4. c) ARCPUD General Standards.

8) Within the ARCPUD a minimum of two (2) off-street parking spaces shall be required for each housing unit as calculated in Sub-Section U. 4. c) 6). The required parking space(s) shall be provided on the same lot as the dwelling(s) or on a contiguous lot (within the ARCPUD) provided that there are easements ensuring rights of access, use and maintenance. The Planning and Economic Development Board may, as a condition of granting a special permit for the ARCPUD, require additional off-street parking areas to be provided for use in common by dwelling unit owners or residents and their guests, or reduce the required number of parking spaces based on documentation, including but not limited to standards from the Institute of Transportation Engineers Parking Generation Manual or data from similar facilities.

Medical Office or Clinic – An establishment primarily engaged in furnishing medical, surgical, psychiatric or other health-related services to individuals, including the offices of physicians, dentists and other health practitioners, and out-patient care facilities.

Adult Day Care -- Also commonly known as adult day services, is a non-residential facility that supports the health, nutritional, social support, and daily living needs of adults in professionally staffed, group settings. Services may include transitional care and short-term rehabilitation following hospital discharge.

AND to amend SECTION V. USE REGULATIONS, Sub-Section X Affordable Housing. Paragraph 3. Applicability

3. a) 5) Sub-Section U. Adult Retirement Community Planned Unit Development (ARCPUD) of SECTION V. USE REGULATIONS of the Medway Zoning Bylaw

AND in Paragraph 3. Applicability, c) by revising item 2) to read as follows

3. c) 2) ARCPUD Assisted Living Residence Facility, ARCPUD Congregate Living Facility, and an ARCPUD Long Term Care Facility approved pursuant to an ARCPUD Special Permit under SECTION V. USE REGULATIONS, Sub-Section U. Adult Retirement Community Planned Unit Development (ARCPUD)

VV

2/3 Majority

(Zoning Bylaw Amendment: Temporary Special Event Signs)

To see if the Town will vote to amend the Medway Zoning Bylaw, SECTION V. USE REGULATIONS, Sub-Section R. Sign Regulations, Paragraph 7 Sign Standards – All

Zoning Districts, item s) as follows (new text is underlined and deleted text is ~~stricken~~ through);

7. s) Temporary special event signs advertising civic/community functions extended over a public right-of-way may be permitted upon prior approval of the Board of Selectmen. Such signs shall not require a ~~building sign~~ permit. ~~but shall be reviewed by the Design Review Committee and a recommendation provided to the Board of Selectmen prior to approval.~~ The Board of Selectmen may adopt a Banner Display Policy governing such signs. The Board of Selectmen may designate the Town Administrator to approve signs under this subsection and may specify the terms and circumstances under which the Town Administrator or his designee may approve such signs, and may revoke such designation at any time.

#### **BOARD OF SELECTMEN**

**VOTED to amend the Medway Zoning Bylaw, SECTION V. USE REGULATIONS, Sub-Section R. Sign Regulations, Paragraph 7 Sign Standards – All Zoning Districts,**

7. s) Temporary special event signs advertising civic/community functions extended over a public right-of-way may be permitted upon prior approval of the Board of Selectmen. Such signs shall not require a sign permit. The Board of Selectmen may adopt a Banner Display Policy governing such signs. The Board of Selectmen may designate the Town Administrator to approve signs under this subsection and may specify the terms and circumstances under which the Town Administrator or his designee may approve such signs, and may revoke such designation at any time.

VV

2/3 Majority

**The meeting adjourned at 8:25PM  
Voters in attendance: 157**

And you are hereby directed to serve this warrant by posting printed attested copies thereof at two (2) locations in each precinct at least FOURTEEN (14) days before the day of said meeting. Hereof fail not and make due return of this warrant with your doings thereon to the Clerk of said Town at or before the time of said meeting.

Given under our hands in Medway, this 21<sup>st</sup> day of October 2014.

**A TRUE COPY:**

**SELECTMEN OF THE TOWN OF MEDWAY**

---

Dennis Crowley, Chairman

---

John Foresto, Vice-Chairman

---

Richard D’Innocenzo, Clerk

---

Glenn Trindade, Member

---

Maryjane White, Member

***TOWN OF MEDWAY***

***CONSTABLE'S RETURN OF SERVICE***

I, ***Paul Trufant***, a duly qualified Constable of the Town of Medway, Massachusetts affirm and certify that I posted attested copies of the November 10, 2014 Fall Town Meeting Warrant dated October 21, 2014, in at least eight (8) places in Town, consisting of at least two (2) places in each precinct of the Town, in addition to posting an attested copy of said warrant on the principal bulletin board in the Town Hall.

Dated at Medway: \_\_\_\_\_

\_\_\_\_\_  
Paul Trufant, Constable



# TOWN OF MEDWAY

## DEATHS RECORDED IN THE TOWN OF MEDWAY

2014

MONTH	NAME	RESIDENCE	AGE
JAN			
01	BRADLEY W. CALNAN	MEDWAY	60
02	THERESA R. LEWIS	MEDWAY	84
07	VALERIE MULLANEY	MEDWAY	69
10	SANDRA K. FIUTEM	MEDWAY	68
16	ANN ELIZABETH DUCEY	MEDWAY	89
22	WINSTON PAUL FARRINGTON	FRANKLIN	71
22	JAMES R. MENIZE	MEDWAY	70
23	SALIM MICHAEL ABSI	MEDWAY	81
25	GORDON ARTHUR STEWART	MEDWAY	93
26	JOHN J. MEEK	MEDWAY	54
27	MARGARET M. HENNESSY	MEDWAY	72
29	ELIZABETH FLORENE NORIAN	FRANKLIN	77
29	JOSEPH B. CANNISTRARO	MEDWAY	78
FEB			
02	LENA L. GENOA	MEDWAY	91
05	BERNICE M. MOLINARI	MEDWAY	67
06	JOSEPH WILLIAM HARRINGTON	MEDWAY	69
13	PETER H. KOUFOS	MEDWAY	54

14	LESLIE LANA LETOURNEAU	MEDWAY	60
14	THOMAS JAMES LEHANE	MEDWAY	57
16	DOROTHY E. MALMBERG	MEDWAY	89
19	IRENE YANCOWSKY	MEDWAY	94
25	JOHN J. LUSKIN, JR.	MEDWAY	86
28	MICHAEL A. BOCZANOWSKI	MEDWAY	55

#### MAR

01	CAROL ANN NIRO	MILFORD	74
01	PAUL T. QUINN	MEDWAY	82
03	PATRICIA JEAN RICE	MEDWAY	48
08	DOROTHY MORRELL KAEI	MEDWAY	90
09	ANNE V. HANLON	MEDWAY	88
13	ROBERT T. SHEA	MILFORD	92
20	THERESA M. GORMAN	MEDWAY	79
22	SYLVIA H. LABRECQUE	MEDWAY	82
22	GAETANO URBANO	MEDWAY	73
24	ROSE T. PEPIN	MEDWAY	90
27	FLORENCE C. WHEELER	MEDWAY	91
31	NORMAN F. FELKER, JR.	MEDWAY	58

#### APR

03	CULLEN JAMES GILL	MEDWAY	5 days
03	BARBARA JESSIE	MEDWAY	93

06	MARY L. KILLOY	MEDWAY	72
18	FRANCES J. BULLARD	MILFORD	95
29	HELEN R. PARCHESKY	MEDWAY	92
29	DAVID F. THOMAS	WORCESTER	86
MAY			
05	MICHELLE LANDRY	MEDWAY	63
05	PAULA BISSON	MEDWAY	85
06	ELSA MARIA GAMEZ	FRANKLIN	72
10	JOAN TIERNEY	MEDWAY	71
10	HAZEL RUTH JEFTS	MEDWAY	90
12	AMELIA C. LOMBARD	MEDWAY	92
14	EDWARD K. HENNESSEY	MEDWAY	72
17	RICHARD F. BROWN	HOLLISTON	86
18	JOHN A. FITZGERALD	MEDWAY	52
22	MARGARET E. WOOSTER	MEDWAY	81
22	ARLENE M. BERTULLI	MEDWAY	83
25	ROBERT E. LEONARD	MEDWAY	87
JUN			
06	CANDICE LOUISE HEENAN	MEDWAY	62
08	WARREN P. SAVIGNANO	MEDWAY	80
08	THERESA SZILASSY	MEDWAY	87
13	CHARLES T. MCNEILLIE	MEDWAY	81
16	DOLORES P. CARPENTER	MEDWAY	83

26	DAVID E. FILLMORE	FRANKLIN	78
27	HESTER E. KENNEY	MEDWAY	101
29	EVELYN D. HICKS	MEDWAY	76
JUL			
02	ANNE MARIE GALLAGHER	MILFORD	72
04	HERBERT S. WHIPPLE	MEDWAY	77
07	CAROLYNN MAE BANKS	MEDWAY	73
21	ELIOT C. FREEMAN	MEDWAY	71
23	KENNETH J. ROSE	FRANKLIN	87
AUG			
04	DAVID CARLO BROVELLI	MEDWAY	60
09	LUCY P. SUTHERLAND	MEDWAY	68
10	ELIZABETH A. SNYDER	MEDWAY	83
15	KATHLEEN M. MCCAULEY	MEDWAY	88
20	BEATRICE ANN ROBBINS	MEDWAY	68
24	BARBARA M. GUYETTE	MEDWAY	86
28	JEFFREY CARL SIGL	MEDWAY	55
SEP			
05	PASQUAL A. PUOPOLO	MEDWAY	79
07	KATHLEEN G. d'ENTREMONT	CANTON	81
08	MARCEL DUSTIN LANDRY	MEDWAY	86
09	JACQUELINE ROSE MANSFIELD	MEDWAY	48
09	WALTER ADEN ALLEN	MEDWAY	94

10	JOSEPH P. HOBAN	MEDWAY	86
16	JANET O. JONES	MEDWAY	86
24	FREDERICK L. BERZON	MEDWAY	72
26	SHEILA M. BABCOCK	MEDWAY	82
28	MARY GREGOIRE	MILFORD	84

#### OCT

10	WILLIAM ANTHONY PETERSON	MEDWAY	71
11	CONSTANCE M. DAPSAUSKI	MEDWAY	95
14	STELLA GATONSKA	SHERBORN	96
21	MADGE MILLICENT DAVIS	VERMONT	86
21	GAIL M. KIRCHDORFER	MEDWAY	71
21	JUDITH MAY WEILER	HOLLISTON	75
24	LLOYD V. BABCOCK	NORFOLK	96
31	THERESA ANN LEWIS	MEDWAY	89

#### NOV

01	DAVID J. BASSIGNANI	MEDWAY	50
03	SCOTT BRADY	MEDWAY	54
04	MARY PATRICIA BASSICK	MEDWAY	100
13	ELLEN SPAVOLD	MEDWAY	87
17	TERESA IWANOW	HOPEDALE	82
18	RITA ELIZABETH MANCINI	ASHLAND	91
25	NANCY W. HAMM	MEDWAY	83
29	DOROTHY B. SANCHIONI	MEDWAY	93

DEC

03	JOHN L. NIMMO	MEDWAY	82
03	IRENE C. O'BRIEN	MEDWAY	85
04	WALLACE E. CLARK	MEDWAY	85
12	ROBERT C. BUTCHER, SR.	MILFORD	90
16	DOROTHY E. BIGELOW	MEDWAY	86
26	VINCENT F. SIA	MILFORD	60
28	RICHARD DOWDELL	MEDWAY	71
29	JANICE L. GUILD	MEDWAY	56
30	VIOLETTE B. BIGGINS	MEDWAY	88
30	MARY E. RALLI	MEDWAY	92

# TOWN OF MEDWAY

## MARRIAGES RECORDED IN THE TOWN OF MEDWAY

2014

	COUPLE	RESIDENCE	LOCATION/OFFICIANT
JAN			
10	ALLISON RADENSKY CHRISTOPHER GABRIEL	MEDWAY MEDWAY	MEDWAY Charlene Tingley, JP
APR			
01	CHRISTOPHER FRITTS KELLY O'BRIEN	WELLESLEY MEDWAY	MEDWAY Charlene Tingley, JP
06	AUBREY NICKEL IAN FRIEDMAN	CALIFORNIA CALIFORNIA	ASHLAND R. Reef-Simpson, Solemnizer
MAY			
23	GREGORY GILMORE VERONICA DEMAIO	FRANKLIN FRANKLIN	PRINCETON David Stewart, Clergy
31	ANTHONY FICCARDI KIRSTEN LAZORIK	MEDWAY MEDWAY	FREETOWN Norma Cole, JP
JUN			
07	DANA LYNN SKERRY SHELTON PROCTOR	MEDFIELD TEXAS	MEDWAY Michael Keller, Clergy
20	HOLLY LOWELL WILLIAM WHITE, III	BELLINGHAM BELLINGHAM	SUDBURY Charlene Tingley, JP
28	ERIN DUFFY KEITH FORWARD	CALIFORNIA CALIFORNIA	PEABODY Kerry Scanlon, Solemnizer

JUL

04	JOSEPH MARIN JULIA ANDREWS	MEDWAY MEDWAY	FALMOUTH J. Todd-McNichol, JP
05	SARAH HOFFMAN CHARLES FULCO	MEDWAY MEDWAY	HOLLISTON B. Hoffman, Solemnizer
07	DAVID FRASER STACY CUNNINGHAM	MEDWAY HOLLISTON	HOLLISTON Jeffrey Troderman, JP
14	STUART WELLING VERONIQUE COLE	MEDWAY MEDWAY	MEDWAY Susan Green, JP
25	JILLIAN MANN BRETT FEROLITO	MEDWAY MEDWAY	HOLLISTON Diana Erbia, Solemnizer
26	RYAN OPPEL OLIVIA BEAUDOUIN	MEDWAY MEDWAY	BROOKLINE Tyler Provost, Solemnizer
26	AMANDA KINCHLA KARL BOCZANOWSKI	MEDWAY MEDWAY	MEDWAY Rev. Mark Coiro, Priest

AUG

02	DAVID GAROFALO JENNIFER MCKEAN	MEDWAY MEDWAY	MEDWAY Sandra Golebiewski, JP
23	GREGORY PERKINS EMILY ERICSON	MEDWAY MEDFIELD	MEDFIELD Rev. J. Chechile, Pastor
30	TYLER MCNAMARA ANALIDA CUEVAS PEREZ	MEDWAY MEDWAY	FALMOUTH Laurie Robbins, JP
31	MELISSA SCHMIDT KEVIN JOYCE	MILFORD MILFORD	UXBRIDGE Michael Backer, JP



SEP

06	LISA BALUNAS MELANIE PANTALIANO	MEDWAY MEDWAY	MEDWAY Maryjane White, JP
07	ROSTOUM AZAR ADMA AOUDE	W. ROXBURY MEDWAY	W. ROXBURY Rev. T. Ferguson, Priest
17	DEREK HOPPER AMANDA PETERS	MEDWAY BELLINGHAM	ASHLAND Sandra Golebiewski, JP
18	JORDAN KEEFE VALERIE MARTEL	MEDWAY MEDWAY	UXBRIDGE Heather Shaw, Reverend
20	JOHN W. MEINCKE, III ELIZABETH GLYNN	FRANKLIN FRANKLIN	HARWICH Susan Marcus, JP

OCT

04	STEPHEN NOYES FRANCES O'SHEA	MEDWAY MEDWAY	HOLLISTON Rev. F. Signorelli, Priest
06	ANGELA THOMAS JENNIFER CABRAL	MISSOURI MISSOURI	SALEM Christy Smith, Solemnizer
10	JACQUE MIHOVK KAITLYN ROJEE	CONN. CONN.	MEDWAY Timothy Moran, Priest
11	ANDREA CELI JOSEPH CARRUTHERS	MEDWAY MEDWAY	BURLINGTON Jiwon Yoon, Priest
12	KATIE MILLER JEFFREY MULDOON	MEDWAY WESTWOOD	ASHLAND Michael Geary, Solemnizer
19	PAMELA DEFOREST EMANUEL LOPES	MEDWAY MEDWAY	SOUTHBOROUGH James B. Flynn, Priest
25	ASHLEY BURNS ROBERT DIMARINO, III	FRANKLIN FRANKLIN	MASHPEE Daniel Hoyer, Priest

NOV

08	BETH KURJANOWICZ PAUL LEONCINI	MEDWAY WEYMOUTH	KINGSTON Jerome Janisko, Priest
15	PETER JANSEN TRACY MENTON	ARLINGTON MEDWAY	SUDBURY James Griffin, Clergy
22	MARK SHURA DANIEL HARVEY	MEDWAY MEDWAY	WELLESLEY Melanie Walsh, Solemnizer

DEC

13	MATTHEW SMITH MARGARET RYAN	MEDWAY MEDWAY	MEDWAY Gary Fisher, Minister
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## **Report of the Board of Health**

The Health Department's mission is to preserve and protect public health in the community, by preventing disease and assuring safety and environmental quality. This objective is carried out through routine inspections, complaint investigations and plan reviews. The department also develops regulations and programs to address existing and future public health issues and to promote public health. It is through these efforts that the Health Department is helping to improve the status and quality of life for all members of the community

### Description of services include:

- Site suitability of subsurface septic systems determination
- Permitting/licensing and inspecting food service establishments, tobacco vendors, summer camps, beaver mitigation, air quality issues, pools/swimming areas, septic haulers/installers, solid waste haulers, septic systems, private & irrigation well installation, tanning & body art/body piercing facilities, and farm animals
- Enforcement of state and local regulations relating to public health and the environment
- Contracting Health and Wellness services through the Visiting Nurse Association (VNA)
- Addressing and enforcing State Sanitary Code Housing Violations
- Protection of ground water and public drinking wells, and other environmental concerns
- Participation in mosquito control program - Norfolk County Mosquito Control
- Hazardous waste collection and disposal
- Participation in local and regional emergency preparedness
- Partnership and organization of a Medical Reserve Corp made up of volunteers on which the community can rely in an emergency situation
- Complaint investigations as well as any other health concern
- Public Health Prevention programs and administration; participating in grants as offered to better the community

### Accomplishments for the year include:

- Conducted 2 Flu Clinics at the Senior Center on October 21st and October 27<sup>th</sup>; vaccinated over 150 people.
- Renewed Town nursing contract with Salmon VNA & Hospice out of Milford, MA
- Adopted "Head Injuries & Concussions in Youth Athletic Activities Played on Town-owned Property" policies which were made effective October 14th to ensure coaches are trained to know how to safely manage head trauma which may occur on Town-owned fields
- Revised Town's Private Water Supply Regulations which were made effective March 10th
- Revised Town regulations for "Restricting the Sale of Tobacco Products & Nicotine Delivery Products" which were made effective September 15<sup>th</sup>; this change made it

illegal for person(s) under the age of twenty-one to purchase nicotine delivery products and/or tobacco products

- Conferenced with state and local officials on proper Ebola protocol to keep our community safe and informed.

- Hosted an American Red Cross Shelter Training for local officials and members of our Medical Reserve Corp. on October 24th

Respectfully submitted,

Stephanie Bacon  
Health Agent



## **Report of the Medway Building Department**

### **Purpose**

The purpose of the Building Department / Inspectional Services is to protect the public health and safety by overseeing all types of construction in the Town of Medway. The department is committed to providing a superior customer experience and ensuring public safety through compliance with all laws and related ordinances which pertain to the Massachusetts State Building Code. More specifically, these responsibilities encompass the administration of the State Building, Electrical, Architectural Access Board of Regulations, Plumbing, Gas, Mechanical, Energy and Sheet Metal Codes. In addition, the department is responsible for the interpretation and the enforcement of the town zoning bylaws.

### **Procedure**

The Building Department reviews applications for Building Permits to construct, alter, repair, remove or demolish a structure. Once applications have been approved by the building official, a building permit will be issued. The Building Inspectors will then

make the appropriate periodic inspections. Electrical, Plumbing, Gas and Sheet Metal permits are also issued from this department. Once approved, the inspectors will conduct the appropriate inspections. Additionally, this department enforces all Zoning Variance, Special Permits and Site Plan Approvals. On a regular basis, we conduct periodic safety inspections at places of assembly, restaurants, religious institutions, child daycare facilities, and other places of assembly. This department also fields numerous complaints from various town department as well as the public. Some of these complaints result in fines or prosecution when necessary to obtain code compliance.

Over the last several years, we have come a long way with issuing permits on-line. We currently have most applications coming in electronically and hope to have payments on-line set up over the next year.

### **Staffing and Operations**

Jack Mee is the Building Commissioner overseeing the Department which consists of:

- Fran Hutton Lee                      Administrative Assistant
- John Naff                              On-call Building Inspector
- Scott Guyette                        Inspector of Wires
- Jeff Hovey                            Inspector of Wires
- James Coakley                      Plumbing / Gas Inspector
- Gerald Smolinsky                  Assistant Plumbing / Gas Inspector
- Michael J. Clancy                  Sealer of Weights & Measures

### **Building Permits Issued in 2014**

Single Family Dwellings	21
Two / Multi Family Dwellings	6
Additions / Renovations	148
Commercial Renovations / Additions	34
Commercial Tenant Fit-up	0
Commercial Trailer	1
Signs	12
Solar	69
Roof, Windows, Siding	116
Decks, Porches	23
Demolitions	12
Garages	3
Pools, Hot Tubs	10
Wood Stoves / Fireplace Inserts	22
Utility Buildings	11
Mechanical Permits	46
Tents	5
<b>TOTAL BUILDING PERMITS ISSUED</b>	<b>539</b>

TOTAL COST OF CONSTRUCTION	<b>\$20,107,857</b>
PERMIT FEE COLLECTED	<b>\$ 199,915</b>

There were 260 Gas Permits issued in 2014 resulting in \$13,165 fees being paid.

There were 320 Plumbing Permits issued in 2014 resulting in \$20,318 fees being paid.

There were 432 Electrical Permits issued in 2014 resulting in \$20,740 fees being paid.

Respectfully submitted,

Jack Mee

## **Report of the Medway Fire Department**

The mission of the Medway Fire Department is to protect and to save lives, property and the environment of the citizens of Medway from emergencies and disasters through fire suppression, emergency medical services, hazardous materials mitigation, fire prevention, and public education.

In FY 15, the Medway Fire Department continues to be progressive in our pursuit to offer excellence in customer service. This year, the department trained several of its members to a National certification of a Firefighter I & II Level. We also graduated another member from the Massachusetts Firefighting Academy this year. Congratulations to those members. We are continuing to train the rest of our members to this certification, as well as training our officers and officer candidates to a National certification of Fire Instructor and Fire Officer I. The department participated in training exercises with the Rehoboth and Plainville Fire Departments to learn tanker shuttle operations. We also participated in a large scale tanker operations drill with several other departments hosted by the Hopkinton Fire Department. We were also trained in firefighter self-preservation. This summer brought the Ebola scare to the United States and our Firefighters and EMTs prepared thoroughly in the event we came into contact with an Ebola patient. We also participated in live fire training with the Millis and Medfield Fire Departments hosted by Millis. In October, several of our officers participated in the Norfolk County Fire Chief's professional development day, and in September, the Department participated in a large scale table top exercise with several other Town departments hosted by our Regional Emergency Planning Committee. In March, the department was able to take advantage of two buildings that were being demolished for the new Cumberland Farms on Milford Street and held live fire training with participation of some members of the Board of Selectmen. Additionally, many members participated in driver training given by the Town's insurance company.



Firefighter Rescue Training





Live Training with Millis Fire Department



Driver Training

In 2014, we had several significant events requiring our response. We had dangerous fires in both the electrical distribution station on West Street, as well as a significant fire

at the electrical generation plant on Summer Street. A fire at the Dry Bridge Crossing forced several businesses to temporarily close but, due to the quick tactics deployed by our members, the building was saved and many of the businesses were able to remain open. A significant accident on Main Street taxed our services but, with help from our Police Department and Advanced Life Support provider, Events EMS, all of the patients were able to recover. A fire in a 300,000 cubic foot leaf pile caused some tense moments, including the wind shifting which began to push the fire toward a neighborhood. Due to the location of the fire, we had to deploy our new tanker, as well as tankers from 4 other departments, to extinguish the fire.

The Medway Fire Department took delivery of our 3,000 gallon tank truck that will enable us to fight fires in those areas of town that do not have fire hydrants. The department also took delivery of state of the art battery operated extrication tools. These tools allow us to begin our operations quicker and more efficiently and are designed to help us better gain access to entrapped victims of accidents. Stronger tools allow us to cut through stronger metals that are being used in modern vehicles. We also replaced our air compressor for our Self Contained Breathing Apparatus. This compressor is used to fill the air tanks that Firefighters use to go into hazardous environments, such as house fires and carbon monoxide incidents. The new compressor enables us to be sure no impurities are put into the air bottles by monitoring and filtering the air.



Tanker Training



We continued our recruitment of Call Firefighter/EMTs, hiring 5 additional personnel in November.

Our efforts in Fire Prevention inspections continues. With the cooperation of building owners, we have made several buildings safer by working with the owners to get fire alarm systems installed, ensuring exits are not blocked and are operating properly, and making sure proper inspections are taking place.

The Department also continued to participate in many civic events such as Medway Pride Day, Family Fun Day, Medway Holiday Parade and Fireworks, the Muscular Dystrophy Association Boot Drive, raising of the Holiday Tree at the Thayer House, the Memorial Day Parade, and putting new lights on the Holiday Tree at Choate Park.



Putting Up Holiday Lights

I would like to take this time to publically thank the men and women of the Medway Fire Department for their dedicated service to the Department and Town of Medway. The past year has once again served to make me prouder of the way these men and women represent the Department. I would like to take the time to remember all of our departed members who will be missed but never forgotten.



Memorial Day Parade

Additionally, thank you to the Board of Selectmen, Finance Committee, and Capital Improvement Committee for their continued support. Retired Town Administrator Suzanne Kennedy and present Town Administrator Michael Boynton have also been instrumental in helping continue to move the department forward. Thank you for their support as well as Town Treasurer Melanie Phillips and her office, Town Accountant Carol Pratt and her office, members of the Town Administrator's team, and all of the team members of Town Hall, DPS and of course the Medway Police Department and School Department. All of their help has made my department stronger.

The members of the department are grateful for the continued support of the citizens of Medway, as well as the cooperation of the other boards, commissions and departments of the town during the year.

Respectfully Submitted,

Chief Jeffrey P. Lynch

The equipment of the Department is as follows:

Station #1

Engine 1	2010	1250 GPM	Excellent Condition
Engine 5	1990	1250 GPM	Fair Condition
Rescue	1994		Good Condition
Ladder 1	2013	100' Aerial	Excellent Condition
Brush 1	1997		Fair Condition
Tanker 1	2014	3,000 Gal. Tanker	Excellent Condition

Station #2

Engine 2	2002	1500 GPM	Good Condition
Engine 4	1990	1250 GPM	Fair Condition
Brush 2	1995		Fair Condition
Rescue	1994		Good Condition

EMS

A1	2012	Modular	Excellent Condition
A2	2005	Modular	Fair Condition

## **FIRE & EMS DEPARTMENTS**

### **VISION STATEMENT:**

The Medway Fire Department will be recognized as a progressive fire department through leadership, training, and professionalism, not only in fire suppression and EMS activities, but in our fire prevention and education activities as well, and be community role models. We will provide responsive services to the citizens by training, educating, and equipping our firefighters and fire officers to the greatest extent possible. We will be accountable to and strive to promote one another's abilities as we guide the department into the future.

### **MISSION STATEMENT:**

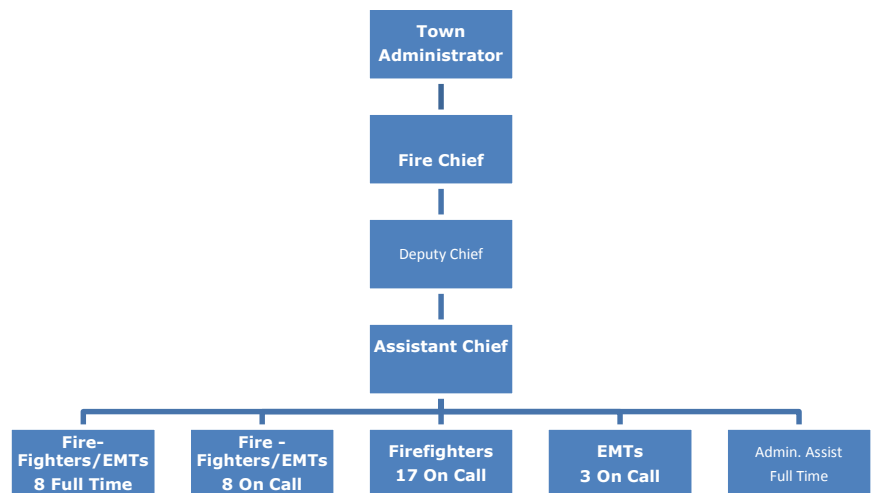
The mission of the Medway Fire Department is to protect the lives and property of the community from emergencies involving fire, medical, hazardous materials, and environmental causes.

### **DESCRIPTION:**

The Fire Department is responsible for fire prevention/education, fire suppression, ambulance and emergency medical services, as well as fire inspections, disaster preparedness and mitigation.

### **STAFFING**

1 Full Time Chief  
1 Part Time Deputy Chief  
1 Part Time Assistant Chief  
8 Full Time Firefighter/EMTs  
1 Full Time Administrative Asst  
17 Call Firefighters  
8 Call Firefighter/EMTs  
3 Call EMTs



## **2015 MAJOR INITIATIVES & ACCOMPLISHMENTS**

### **Capital Improvements**

- New tank truck
- New battery operated vehicle extrication tools
- Refurbish Brush 2
- New breathing air compressor

### **Personnel**

- Many firefighters became Firefighter I and II certified.
- 1 career Firefighter graduated from the Massachusetts Firefighting Academy.
- Added 5 additional Call personnel to the department

## **2016 MAJOR INITIATIVES & ACCOMPLISHMENTS:**

### **Proposed Capital Improvements**

- Replace town-wide fire alarm infrastructure with radio box technology
- Station alerting system
- Upgrade to fire stations

### **Proposed New Equipment**

- Continue maintenance of present equipment

### **Training**

- Certify remaining members to Firefighter I & II certification
- Continue to certify Fire Officers
- Continue advanced Fire Prevention certifications
- Continue Paramedic training
- Begin specialized technical rescue training

### **Preplanning**

- Personnel will, with the help of business and property owners, continue to pre-plan emergency operations for buildings throughout the town. These pre-plans will include hazards to firefighters, water supplies, building construction information, and evacuation procedures for high life hazard buildings.

## **PERFORMANCE MEASURES/INDICATORS**

### **Fire Related Calls**

<b>YEAR</b>	<b>NUMBER OF CALLS</b>
2012	435
2013	492
2014	538

### **EMS Calls**

<b>YEAR</b>	<b>NUMBER OF CALLS</b>
2012	713
2013	830
2014	978

### **Fire Prevention Calls**

<b>YEAR</b>	<b>NUMBER OF CALLS</b>
2013	781
2014	792

## **PERFORMANCE GOALS**

- Continue to improve service
- Keep morale high
- Secure more grants to improve equipment and training of personnel and sprinkler Station 1
- Properly maintain equipment
- Continue to improve and maintain Station 1 and Station 2 buildings and equipment
- Operate within our new budget
- Continue to increase fire prevention activities through inspections and pre-planning
- Continue training at all levels of the department



## **Report of the Medway Police Department**

I am pleased to submit my Annual Report for the Police Department for the calendar Year ending December 31, 2014.

During the year, the Department applied for and received grants from the Massachusetts Statewide Emergency Telecommunications Board (911 training) for \$30,194, and we also applied for and received an EMPG grant from The Massachusetts Emergency Management Agency totaling \$5,955.00 to be used towards the purchase of 7 Hydrogen Cyanide single gas detectors and equipment. We also received a generous donation of bike helmets from the Project Alex Foundation.

The Department also continued to participate in many civic events such as: Medway Pride Day, Medway Little League Parade, Medway Christmas Parade and Fireworks, Pumpkin Walk, Memorial Day parade, the Military Band Concert, along with participation in numerous events speaking engagements and station tours.

In 2014, the Police Department received a citation from the Southern New England AAA in recognition of eight years without any pedestrian fatalities within the Town of Medway.

Officers continued to attend forty hours of mandated in-service training. The training classes consisted of legal updates, first aid, CPR/defib, defensive tactics, use of force and firearms qualification. Officers also continued to attend various specialized training classes throughout the year.

As a result of an increase in calls for service involving heroin overdoses within the town and throughout the state, the department took part in Norfolk County District Attorney Michael Morrissey's naloxone administration initiative. We were able to train all of our police officers in the administration of the drug naloxone (narcan) to reverse the effects of potentially fatal heroin overdoses. All of our cruisers are now stocked with naloxone.

Once again, during the year, we had several occasions to send out telephone emergency notifications to our residents using Blackboard Connect, the Towns' emergency telephone notification system. I would like to encourage anyone that has not yet signed up to participate in the town's emergency notification system to please do so. To sign up for the Town's emergency notification, please go to the Medway Police Department web site ([www.medwaypolice.com](http://www.medwaypolice.com)) or the town of Medway's web site ([www.townofmedway.org](http://www.townofmedway.org)) and click on the Blackboard Connect symbol and follow the instructions to sign up for this important service.

As a result of funding from last year's Annual Town meeting, the Department was able to purchase the equipment and furnishings to create a fully functional emergency operations center (EOC) within the second floor training room. With the creation of the EOC, we now have a place for town officials and department heads to meet, plan and run large or

small scale operations at one location.

This year also brought sadness to the department with the untimely passing of retired Medway Police Officer Bruno Retecki. Bruno will be missed by all who knew and worked with him.

In conclusion, I want to strongly encourage members of the community to take an active role in crime prevention by partnering with the Police Department. Many times residents see suspicious activity but do not call the police and many times these activities turn out to be crimes in progress. By reporting suspicious activity, you can help deter and reduce crime and acts of vandalism, keeping your home, family and fellow citizens as safe as possible. So remember, if you see or hear something that makes you feel uneasy or suspicious, pick up the phone and call the police.

In closing, I offer my sincere thanks to Town Administrator Michael Boynton and former Town Administrator Suzanne Kennedy, The Board of Selectmen, all appointed and elected officials, department heads and committee members, as well as the citizens of Medway for their continued support of the Police Department.

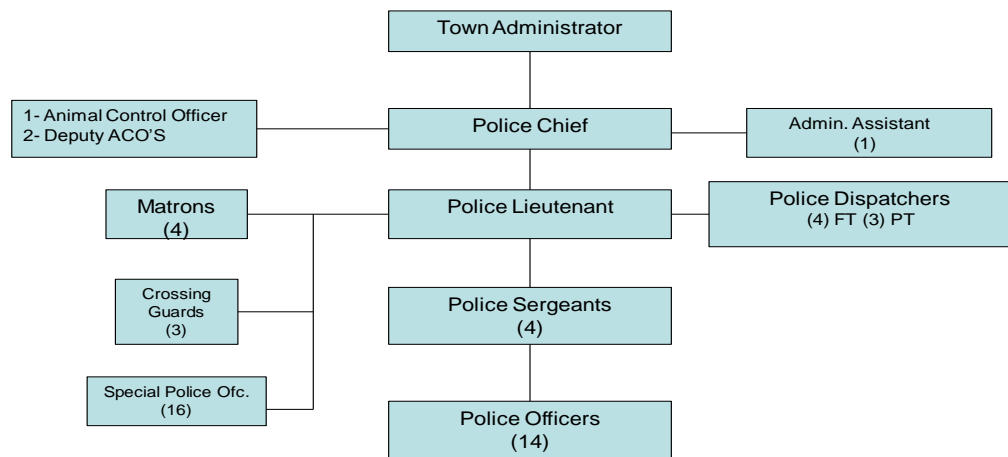
I would also offer my thanks to all members of the Medway Police Department for a job well done.

Respectfully submitted,

Allen M. Tingley  
Chief of Police



**Town of Medway  
Police Department**



## **Medway Police Department**

### **VISION STATEMENT:**

The Medway Police Department will create a safe and comfortable community in which people can live, work and visit. We recognize employees are the department's most valuable resource and will strive to create a positive working atmosphere where dedication and participation are encouraged. We will serve the people of this community by striving for excellence in all we do.

#### **To this end we will:**

- Enhance the safety and livability of the community
- Prevent crime through community involvement, education, proactive enforcement and technological advances
- Effectively communicate with all members of the community
- Strive for professionalism and integrity by maintaining high ethical standards.
- Be fiscally responsible
- Promote interagency communications and cooperation
- Recruit, train and develop quality personnel

We are committed to accomplishing the above through adaptability, encouraging creativity and forward thinking, honesty, integrity and holding one another accountable. Lastly, we will never settle for mediocrity or second best.

### **MISSION STATEMENT:**

The mission of the Medway Police Department is to protect and improve the quality of life for all who, live, work, or visit our community by delivering the highest quality of public safety and service.

The men and women of the Medway Police Department are dedicated to accomplishing their mission by:

- Maintaining peace and order through fair and impartial enforcement of laws and quality police service
- Fostering an environment of cooperation and trust between the police department and the community
- Valuing our employees as our most important resource
- Conducting business efficiently and effectively
- Challenging the future with a spirit of optimism and innovations, in the continuous pursuit of excellence

The Medway Police Department, through professionalism and integrity, dedicate ourselves to this mission.

## **Description of Services**

### **A. Prevention of crime**

The police department is responsible for generating understanding about the nature and extent of crime and encouraging public support for crime prevention.

### **B. Deterrents of Crime**

Crime can be deterred by proactive police procedures and active citizen involvement. The Police Department is responsible for deploying forces to deter crime and to inspire confidence in its ability to promote a peaceful and crime-free environment.

### **C. Apprehension of Offenders**

Once a crime has been committed, it is the duty of the Police Department to initiate the criminal justice process.

1. Identify and apprehend the offender
2. Obtain necessary evidence
3. Assist in prosecuting the case
4. Use force that is reasonable and necessary to effectively bring an incident under control.

### **D. Recovery and return of property**

The Police Department shall attempt to recover lost and or stolen property, to identify its owners and to ensure its prompt return.

### **E. Traffic Enforcement**

The Police Department shall enforce traffic laws; investigate accidents; and direct safe movement of motor vehicles, bicyclists and pedestrians.

### **F. Public Service**

The public relies upon the policies, assistance and advice of the Police Department in routine emergency situations. The Police Department shall respond for calls for service, aid or advise as necessary and/or possible.

### **G. Use of Personnel**

The Police Department shall develop personnel capable of providing the public with professional law enforcement.



## **H. Use of Resources**

The Police Department shall develop objectives which make efficient and effective use of its resources and plan for future public safety needs of the community.

## **I. Interdepartmental Cooperation**

The Police Department shall continue to seek cooperative working relationships with other town departments and outside agencies.



Police Color Guard

## **Reporting Suspicious Persons and Activities**

We must all work together in an effort to improve the quality of life in our community. One way we can accomplish this goal is to encourage our neighbors to watch out for each other to reduce criminal opportunities. The Medway Police request that you stay observant and aware of persons and events within our community. We must learn to recognize happenings of a suspicious nature and overcome any reluctance we have in reporting these incidents to the Medway Police.

All too often, we develop an attitude that "what does not affect me directly is of no concern of mine". Such apathy only serves the criminal. This does not mean that one must become a part of a vigilante group. It does mean that we must do our part in reporting suspicious activity that may pose a problem or threat within our community. By reporting suspicious conduct, a resident may have prevented a traumatic event or aided the police in the arrest of an offender. Residents should report suspicious activity and avoid the tendency to ignore or disregard their instinctive feelings. Do not worry about "bothering" police. Do not worry about being embarrassed if your suspicions prove unfounded.

### **What is suspicious activity?**

Events that seem out of the ordinary or that you feel should not be occurring. Some people fail to call the police simply because they are not aware of what might be suspicious, or they don't want to be a bother. Knowing your neighbors and their habits will make it easier for you to recognize and report suspicious activity. You know better than anybody else what is normal for your street.

**Recognizing suspicious persons:** Obviously, not every stranger who comes into your neighborhood is a criminal. Legitimate door-to-door sales and repair people appear in residential areas frequently; however, criminals disguise themselves as these workers to commit crimes. Stay alert to the activities of all nonresidents. You can protect yourself by checking the identification of solicitors, utility workers, and repair men prior to allowing them to enter your home.

Sometimes something that starts out looking suspicious has a very normal explanation. Usually though, if you trust your instincts and watch for a moment, you will be able to tell. Time and accuracy of information are critical in reporting crime or suspicious activity. Dial 911 to report life-threatening incidents or crimes in progress, and use the non-emergency number, 508-533-3212, for crimes that have already occurred.

Your call could save a life, prevent an injury, or stop a crime. The information you provide will be kept confidential. You do not need to give your name, although it is helpful. If you do not want the responding officer to contact you, just advise the dispatcher.

**Do not attempt to apprehend a person committing a crime or to investigate a suspicious activity!!**

### **Recognizing Suspicious Persons:**

- People going door-to-door in a residential area and one or more of the subjects going into the back or side yard; a person going door-to-door could be looking for homes to break into.
- Someone waiting in front of a house when the homeowners are absent
- Someone forcing entrance to or tampering with a home or vehicle
- A person running carrying items of value (TV or stereo); a person concealing something under their clothing
- Persons offering items for sale at a very low price

- Persons coming to your door with unusual requests, especially if yours is the only home approached
- A person exhibiting unusual mental or physical symptoms (person may be injured, under the influence of drugs, or otherwise needing medical attention)
- Heavy traffic to and from a residence, particularly if it occurs on a daily basis (drug dealing, vice, or fencing stolen property)
- Someone looking into windows of parked cars
- A stranger sitting in a car or stopping to talk to a child
- A person or persons loitering on your street or around playgrounds or clubhouse
- Persons being forced into vehicles
- Persons wearing or carrying bloody clothing
- Persons making a quick change of vehicles
- Someone running, especially at night, could be fleeing a crime scene.
- A person with a weapon
- Person or persons wearing clothing, bandannas, caps, or other attire that spells trouble

#### **Recognizing Suspicious Vehicle Activity:**

Vehicles in the following situations may be, but not limited to, involved in crimes and should be reported to the police.

- Vehicles moving slowly and without lights or following an aimless or repetitive course
- Vehicle being loaded in front of a residence
- Apparent business transactions conducted from a vehicle
- Abandoned vehicles parked on the street
- Person detaching mechanical parts or accessories from a vehicle especially at night
- Objects thrown from a vehicle, especially while traveling at a high rate of speed
- Vehicles parked or occupied, containing one or more persons, especially at an unusual hour
- Unknown vehicle parked in a neighbor's driveway
- Loitering around parked cars

#### **Recognizing Suspicious Sounds:**

All of us recognize the sound of an explosion as one that is “out of the ordinary” for our neighborhood. What about some other more subtle sounds? Suspicious sounds may only last a few seconds. They may be so fleeting that you begin to doubt if you actually heard them or not. Here are a few examples of sounds that should be more closely monitored and reported.

- Gunshots
- Alarms
- Breaking Glass
- Loud music
- Pounding
- Unusual dog barking



- Screams for help, continuous screaming, or screaming and cursing
- Loud or unusual noises
- Sound of your doorbell, and then nobody being at the door
- Voices in your yard or in the neighborhood, late at night

**Other Things to Think about:**

- Continuous repair operations at a home – stolen property being altered
- Open or broken windows and doors
- A beam from a flashlight in a neighbor's home
- Unusual odors
- Items that accumulate in garages, storage areas, or on property especially if the items are in good condition but not in use.
- Finding drugs or drug paraphernalia in the area (syringes, pipes)
- Homes where extreme security measures seem to be taken
- Graffiti
- Vacant homes

**So please, if you see or hear something that appears suspicious or out of the ordinary to you, don't hesitate call the police department right away and report it.**



Supervisory Offers

POLICE INVESTIGATIONS AND ASSISTANCE

CRIMINAL AND NON-CRIMINAL

ALARMS – COMMERCIAL	204
ALARMS – BANK	11
ALARMS – MUNICIPAL	71
ALARMS – RESIDENTIAL	150
AMBULANCE ASSISTANCE	974
ANIMAL CONTROL CALLS	281
ANNOYING/HARASSING TELEPHONE CALLS	29
ARRESTS – OPERATING UNDER THE INFLUENCE ALCOHOL	2
ARRESTS – OPERATING UNDER THE INFLUENCE OF DRUGS	2
ASSAULT OR A&B	8
ASSIST ELDERLY	44
ASSIST OTHER POLICE DEPARTMENTS	137
BREAKING & ENTERING	25
BREAKING & ENTERING MOTOR VEHICLE	41
BYLAW VIOLATION – MOTOR VEHICLE	17
BYLAW VIOLATION – OTHER	9
BYLAW VIOLATION – SOLICITOR	12
CAR SEAT INSPECTIONS	50
CIVIL COMPLAINTS	63
DISINVITATION LETTERS	13
DISORDERLY PERSONS	1
DISTURBANCES	120
DOMESTIC DISPUTES	69
FIGHTS IN PROGRESS	2
FIRE – ALARM	154

FIRE – BRUSH	26
FIRE – INVESTIGATION	274
FIRE – STRUCTURE	16
FIRE – VEHICLE	6
FIREWORKS COMPLAINT	7
FOLLOW UP INVESTIGATION	323
FUNERAL ESCORT	30
GAS RUN OFFS	2
GENERAL INFO	173
GUN SHOTS REPORT	17
HARRASMENT	38
IDENTITY FRAUD	34
ILLEGAL DUMPING	13
INVESTIGATION	36
KEEP PEACE	6
KEY LOG	5
LARCENY	66
LARCENY – VEHICLE	5
LARCENY BY CHECK	12
LARCENY BY CREDIT CARD	1
LARCENY FROM MOTOR VEHICLE	5
LOCKOUT	158
LOST OR STOLEN	96
MISSING CHILD	6
MISSING CHILD LOCATED	4
MISSING PERSON	9
MISSING PERSON LOCATED	3
MOTOR VEHICLE – ERRATIC OPERATION	165

MOTOR VEHICLE DISABLED	168
MOTOR VEHICLE VIOLATION	939
MUTUAL AID – FIRE	16
MUTUAL AID – METRO LEC	28
MV ABANDONED	2
NATURAL GAS LEAK	9
NEIGHBOR DISPUTE	32
NOTICE TO ALL	103
OFFICER INJURED	4
OFFICER REQUEST	148
OPEN DOOR	43
PARKING VIOLATION	48
PISTOL PERMIT	144
POWER FAILURE	13
PRISONER BAILED	27
PRISONER CHECK	100
PRISONER FED	30
PRISONER INFO	112
PRISONER TRANSPORT	38
PROJECT LIFE SAVER	1
PROPERTY DAMAGE – PRIVATE	17
PROPERTY DAMAGE – MUNICIPAL	8
PROPERTY RECEIVED	30
PROPERTY RELEASED	44
PROTECTIVE CUSTODY – RELEASED	21
PROTECTIVE CUSTODY	3
RADAR BOARD	2
RADAR REQUESTED	24

RECOVERED STOLEN	6
REPOSSESSION	9
ROAD HAZZARD	161
RUOK	6
SAFETY HAZZARD	51
SAFETY OFFICER	17
SECTION 12 ORDER	14
SECTION 35 – WARRANT OF APPREHENSION	1
SECURITY CHECK	1,940
SELECTIVE ENFORCEMENT	28
SEX OFFENDER REGISTRATION	4
SEXUAL ASSAULT	11
SHIFT INFO	1,485
SHOPLIFTING	5
SRO ACTIVITY	180
SUDDEN DEATH	3
SUICIDE ATTEMPT	2
SUICIDE THREAT	14
SUMMONS SERVICE	14
SURVIELLANCE BY P.I.	22
SUSPICIOUS ACTIVITY	226
SUSPICIOUS MOTOR VEHICLE	288
SUSPICIOUS PERSON	145
THREATENING	23
TRAFFIC CONTROL	245
TRAFFIC ENFORCEMENT	5
TRAINING	8
TRANSPORTATION	22

TREE DOWN	24
TRUANT CHILD	2
UNWANTED PARTY	15
VACATION CHECK	43
VANDALISM	74
WARRANTS	72
WATER DEPARTMENT	32
WEATHER CHANGE	27
WELL BEING CHECK	85
WIRES DOWN	44
WORK LAW VIOLATION	1
209- A EMERGENCY REQUESTS	8
209- A MODIFIED COURT ORDERS	22
209- A RECEIVED	37
209- A REQUESTS	7
209- A SERVICE	43
209- A VIOLATIONS	18
258-E (HARRASSMENT ORDERS) EMERGENCY REQUESTS	1
258-E MODIFIED COURT ORDERS	3
258-E RECEIVED	7
258-E SERVICE	7
Arrest	78
Protective Custody	28
Property Stolen (value in Dollars)	217,920
Property Recovered (value in Dollars)	35,728
License to Carry Firearms	144
Firearms Identification Cards	10
Firearms Identification Cards (Mace)	1

Machine Gun Permits	3
Motor Vehicle Violations	1,012
(Verbal, written warnings, citations)	
Motor Vehicle Accidents (No injury)	201
Motor Vehicle Accidents (with injury)	52
Motor Vehicle Accidents Involving Animals	31
Motor Vehicle Accidents (Fatal)	0
Motor Vehicle Accidents (Leaving the Scene)	48
Motor Vehicle Accidents Reported (Not Investigated)	20
Motor Vehicle Accidents – Pedestrian	5

## **Annual Town Report of Police and Fire Communications Department**

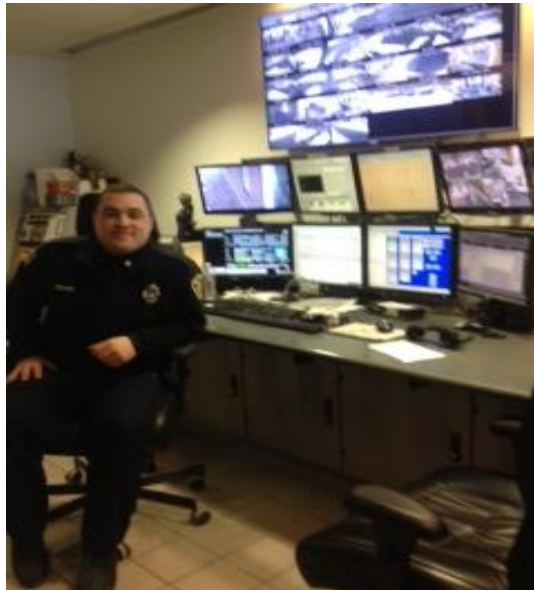
I am pleased to submit the annual report for Police & Fire Communications Department for the year ending December 31, 2014. Our goal is to provide a professional and courteous service to the people of Medway in their time of need. We are proud of the service we provide and the working relationship we enjoy with both the Police and Fire Departments.

The Communications Department is, in most cases, the first point of contact when the people of Medway need assistance from the Police and/or Fire Departments. We strive to continue our excellent relationship with both the Police and Fire Departments in order to provide the people of Medway the very best service possible. During the 2014 calendar year, there were approximately 14,000 incidents logged and processed as calls for service through the communications department. Nearly 2,000 “911” calls were received and handled by this department.

The Communications Officers continue to keep up with the ever-changing technology by attending numerous hours of advanced training classes funded by an SETB, (Statewide Emergency Telecommunications Board). As of July 1, 2014, all communications personnel were certified in CPR, First Aid, EMD (Emergency Medical Dispatch), enhanced 911 procedures, Emergency Telecommunications, Suicide Prevention and numerous other required trainings so they can perform their duties to the best of their ability. In FY 2014, the Communications Department received a \$31,000 Grant from the State 911 Department which was used for salary and training reimbursement as well as upgrade in some office technology and equipment.

Respectfully submitted,

William Boultenhouse, Lieutenant  
Medway Police Department





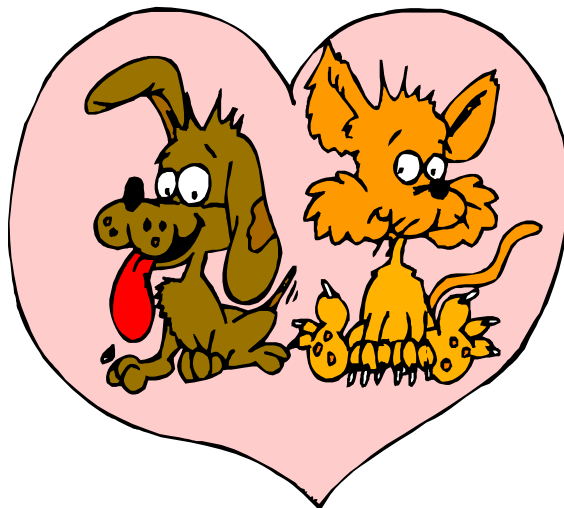
## ANIMAL CONTROL OFFICER

The department received and acted upon 1,425 calls for services this year. This is a decrease from last year.

The Animal Control Department continues to have 24-hour coverage with one Full-Time ACO and 2 Deputies alternating weekends and holidays.

Rabies is still a significant risk in the area, with more bats testing positive this year. I would remind you that it is very important to keep your animals vaccinated even if they are “indoor” animals **and it is the law** - WILD ANIMALS CAN AND DO GET INTO YOUR HOUSE. Please remember that if you feed animals outside, you risk “inviting” unwanted wildlife and feral cats to your house increasing the risk to your family and your animals.

The Department would like to thank everyone who donated blankets, toys and food to the kennel - as always, it is greatly appreciated.



During the 12 month period from January 1 through December 31, 2014, detailed logs were kept reflecting all calls received and acted upon by the Animal Control Department. A total of 1,4325 calls were handled with 776 in Medway, 609 in Millis, and 38 calls to assist neighboring towns. The following is an **overview** of the calls handled in Medway:

INFORMATIONAL:	65
DOGS:	
PICKED UP	33
REPORTED LOOSE	82
REPORTED LOST	19
BARKING	11
BITES	20
ADOPTED/ TURNED OVER	
TO HUMANE SOCIETY	2
EUTHANIZED	0
REPORTS OF CRUELTY	3
QUARANTINES	19
HIT BY CAR REQUIRING	
MEDICAL TREATMENT OR DIED	1
<b>LICENSED IN 2014</b>	<b>1,756</b>
DOG PARK LICENSES 2014	235
CATS:	
PICKED UP	22
REPORTED LOST	25
REPORTED STRAY/ FERAL	14
ADOPTED/ TURNED OVER TO	
HUMANE SOCIETY	14
EUTHANIZED	0
QUARATINES	1
HIT BY CAR REQUIRING	
MEDICAL TREATMENT OR DIED	12
BITES/ SCRATCHES	2
WILD ANIMAL CALLS	67
WILD ANIMAL REFERRALS	32
ROAD KILLS PICKED UP	36
DEER HIT BY CARS	11
LIVESTOCK CALLS	16

Respectfully submitted,

Brenda Hamelin, Animal Control Officer

## **Report of the *Department of Public Services***



### **Vision Statement:**

The Department of Public Services is responsible to the residents and businesses of Medway for the maintenance management of a public infrastructure that has been constructed over the course of the Town's history. This significant infrastructure consists of more than 100 miles of residential and urban roadway network containing; bridges, sidewalks, curbs, traffic signals, street lighting, guardrail fencing, surface and sub-surface storm water systems, sanitary wastewater systems, public water supply systems, and public shade trees. This infrastructure is the backbone of the community and contains many of the resources that all together can well define the overall quality of life in the community.

### **Mission Statement:**

During recent years, the Town of Medway had the foresight to develop a plan whereby several disconnected utility departments would be combined into one unified and cohesive Department of Public Services. After a careful and considered process of review by the Town Administrator and the Board of Selectmen, a strategic reorganization of the Department of Public Services was proposed to Town Meeting. The purpose of the reorganization was to organize the Department into a program management structure that placed a greater emphasis on accountability and planning. An organizational structure has been developed that will provide the Town with an elevated level of customer

service within a Department that promotes an effective, accountable and professional workplace.

Essentially, the Department is structured into five management programs that cover each of the major areas of accountability within the organization. Each program is headed by a professional manager who is responsible to the Director of Public Services for the planning and execution of their program's goals and objectives. The extent of the workload and the means by which the Department must accomplish its tasks has evolved dramatically over the ensuing decades. The modern DPS now functions within a limited staffing and budget environment and must therefore integrate technology into the operation to maximize the efficient use of these very limited resources. The DPS of today must also now function under very rigid regulatory oversight by local, state and federal agencies given primacy over the operation of right-of-ways, water, wastewater and stormwater systems as well as codes associated with buildings, work place safety and equipment operation.

### **Department Description:**

The Department is organized into the following five programs: Administration and Finance, Engineering and Facilities, Environmental Services, Highway & Fleet Maintenance and Water & Sewer. The following section of this submittal will aim to describe the staffing level and functions of the Department's five program areas.

### **Administration & Finance:**

The primary function of the staff within this division is to provide administrative and financial support to the numerous and varying Department programs as well as interact and actively participate in overlying Town initiatives. Each operational function of the Department's activities has an extensive administrative component which must be completed in a concise and controlled manner to ensure deadlines are met and that program milestones are achieved. Many of the Department's initiatives have associated financial and regulatory reporting requirements that produce violations or other negative ramifications when deadlines are not met or when reports are delayed or delinquent. It is the A&F Division's charge to ensure that all of the Department's administrative functions are conducted in a professional and timely manner. The positions included within the Administration and Finance Division are:

- Director
- Deputy Director
- Operations Manager
- Program Administrator
- Administrative Assistant

This professional staff will be engaged in numerous administrative functions that provide for the organized, timely performance of activities such as:

Utility Billing  
Water & Wastewater Administration  
Solid Waste & Recycling  
Electronic Personnel Time and Attendance Reporting  
AP and AR Functions  
Personnel / Labor Activities  
Storm Response Administration  
Procurement (MCPPO)  
Budget Preparation and Maintenance  
Grant Administration (Chapter 90, TIP, MAPC, MADEP)  
Customer Service  
Emergency Management  
Enterprise Accounting  
Permit Management  
Departmental Support Needs (Insurance, Training)  
Legal Counsel  
Communications  
Information Technology

***The following are substantial initiatives and projects performed during 2014 within the Administration & Finance Division:***

FY15 Rate Study  
Rain Barrel Program  
Public Outreach for Water Conservation, Energy, and Solid Waste/Recycle Programs  
Curbside Chronicle Flyer Design  
Lifeline Program Renewals  
Single Stream Recycling Launch  
Sustainable Watershed Management Initiative Grant  
LED Streetlight Install  
Membership of Central Norfolk Regional Planning Committee  
Senior Trash Program Renewals  
Private Trash Program Renewals  
FY15 Demand & Lien Process  
Permitting and Licensing  
Call Log/Work Order System Form Design & Training  
Leak Detection Post Cards  
Solid Waste/Recycling Tonnage Reports  
Novatime – Payroll & Time Tracking Upgrades  
Website Development and Maintenance  
Solid Waste Disposal Contract Amendment  
DPS Facility Committee  
Synthetic Turf Athletic Fields  
Water Accountability Evaluation  
Regional Emergency Management Tabletop Exercise  
Route 109 Design – Right of Way



### **Engineering & Facilities:**

As a result of the Town making an active commitment toward upgrading and expanding its public infrastructure, numerous simultaneous projects are managed presently and further anticipated in the foreseeable future. The value of these projects is significant and is regularly measured in millions of dollars. The proper management of capital initiatives requires staffing resources that are charged with phased project oversight ranging from planning to beneficial use or a “cradle to grave” management approach. A missed deadline or distracted decision can negatively impact project finances to a significant magnitude. It is for this reason that the assignment of dedicated staff to manage these important projects is critical to their successful completion. Another significant component to this unit is the management of building and grounds maintenance for the Town’s eleven (11) public facilities. Work performed within this function area ranges from minor repairs to extensive reconstruction and rehabilitation of building structures. The positions included in the Engineering and Facilities Division are:

- Project Manager
- Craftsman
- Part Time Staff (2)



The following are the planned functions of staff within the Engineering & Facilities Division:

- ☐ Capital Projects
  - Administrative
  - Design & Construction Management
- ☐ Planning Department Development Projects
- ☐ System Impact Plan Review
- ☐ Construction Standards
- ☐ Water and Sewer Regulations
- ☐ Facilities Maintenance
- ☐ Procurement
- ☐ Grant Development
- ☐ Consultant Management

***The following are substantial initiatives and projects performed during 2014 within the Engineering and Facilities Division:***

Elevator test and inspection- State requirement  
Boiler & Air Compressor inspection - State requirement  
Generator Testing - All buildings and well locations  
Choate Building Renovation  
Cassidy Field Bathroom Procurement  
Town Hall – Office Renovations  
Recycling Center Structure Repairs  
Design Review – Highland & Winthrop Streets Water Replacement  
MIIA Insurance Inspections  
Design review for sidewalks – Oakland and Main Street  
Equipment Auction  
Thayer House Project Support



## **Environmental Services:**

Within the Town structure, there are many programs and initiatives that are caused and supported by ideals associated with the proper stewardship of environmental issues. Included in this subject area is the management of solid waste collection and disposal, resource recycling and reuse, as well as the managed care and maintenance of the Town's parks and fields. The inclusion of the Department of Public Services in the Town's reorganization of function areas has resulted in the operational management of solid waste and recycling programs to be reassigned from the Board of Health to the DPW. This function area shall be charged with regular and bulk trash collection, organic waste disposal, recycling collection, household hazardous waste disposal, and solid waste education and enforcement. While the Department is well positioned to assume this operational responsibility, it will maintain reliance on the Board of Health for assistance with regulatory policy setting and enforcement. Included within the Division of Environmental Services is the managed care of the Town's fifty-five (55) acres of passive and active recreational areas under the jurisdiction of the Board of Park Commissioners. Also held within this unit is the oversight of the Town's Street and Shade Tree program managed by the Department's statutory Tree Warden designee. The positions included within the Environmental Services Division are:

- Operations Manager
- Assistant Operations Manager
- Supervisor
- Heavy Equipment Operator (1)
- Part Time and Seasonal Staff

The following are the planned functions of staff within the Environmental Services Division:

- ☐ Solid Waste Management
  - Board of Health
  - Contract Management
  - PAYT Bag Coordination
  - Curbside Collection
  - Hazardous Waste Disposal
  - Landfill Management
- ☐ Recycling Program
  - Federal & State Guidelines
  - Recycling Center
  - Public Outreach & Education
- ☐ Parks Programs
  - Tree Warden (Street Trees)
  - Field Care and Maintenance
  - Improvement Projects



Environmental Services staff operate and maintain Town open-space properties including:

Choate Park	Cassidy Complex	Oakland Park
Winthrop St. Park	Idylbrook Park	Senior Center grounds
North Street Playground	Garnsey Park (Village St.)	Leigh Memorial
Medway Memorial Square	Sanford Conservation Area	Medway Library grounds
High School Fields (grass)	McGovern School Field	Burke/Memorial School Fields
Middle School Fields	Water Dept. Grounds	Police Dept. grounds
Fire Stations 1 & 2 Grounds	Thayer House	Open Space Trail Network
Grand Army of the Republic War Memorial Park (Village)		

***The following are substantial initiatives and projects performed during 2014 within the Environmental Services Division:***

Rain Barrel Program  
Provide support to Medway Family Day Events  
Coordination and Installation of Medway Gateway Signs  
Install Open Space Kiosks  
Coordinate Construction and Maintenance of Canoe Ramp  
Coordinate Household Hazardous Waste Day  
Single Stream Recycling Program Launch  
Clean Sweep Support



### **Highway & Fleet Maintenance:**

This Division is responsible for the operation and maintenance of all public ways encompassing approximately one hundred (100) miles of roadway, consisting of approximately 280 lane miles. Maintenance of this transportation network includes all portions of Town right-of-way including roadways, sidewalks, stormwater drainage systems, street lighting, signage and traffic control devices. Daily work is scheduled and assigned based upon a balance between planned projects and customer service response. A majority of the Department's heavy equipment is operated and dispatched from within this unit. As such, its activities are broad in scope and diverse in function. This division is responsible for the management of winter storm operations including the hiring of supplemental contract equipment services in accordance with the Town's snow and ice policy and budget.

Supervisory staff within this division oversee personnel and material resources directed toward the maintenance of the Town's fleet of vehicles and equipment. Activities within the Fleet Maintenance group include service to those units assigned to the Police, Fire, Ambulance, Council on Aging and Department of Public Services. It is understood that these divisions engage in continual operations and service to the Town twenty-four hours a day. As such, it is imperative that the core equipment utilized by these divisions remain operating at all times. Work is performed in accordance with local, state and federal standards associated with emissions, fuel criteria, safety and operational protocols. Staff hold credentials allowing them to work on a full line of vehicles and equipment ranging from small engine repair, light duty equipment, medium rated vehicles to a full array of heavy equipment consisting of complex mechanical, hydraulic and electrical components. Preventive and regular maintenance is scheduled while emergency/reactive service is prioritized based upon the risk and consequence of equipment failure. Each approach is tracked and monitored utilizing a computerized workorder management system. The positions included in the Highway & Fleet Maintenance Division are:

- ☐ Superintendent
- ☐ Assistant Superintendent
- ☐ Right-of-Way Maintenance Technician
- ☐ Principal Fleet Technician
- ☐ Fleet Technician
- ☐ Heavy Equipment Operator (5)

The following are planned functions of the Highway and Fleet Maintenance Division:

- ☐ Roadway and Sidewalk Operation, Maintenance and Improvements
- ☐ Stormwater System Operation, Maintenance and Improvements
- ☐ Winter Storm Operations
- ☐ Street Sweeping
- ☐ Pothole Repair
- ☐ Traffic Signals, Signs and Street Lighting
- ☐ Fleet Maintenance

- Personnel Supervision
- Budget Oversight
- Planning / Scheduling
- Certifications
- Full Range of Skill Sets

□ Departments – Equipment Served:

- Public Services - 38
- Police - 16
- Fire - 13
- Council on Aging -4
- Schools – 5

***The following are substantial initiatives and projects performed during 2014 within the Highway Program:***

Public Way Maintenance Request Workorders -500+  
 All Streets Swept during Spring Months  
 West Street Reclamation and Pave  
 Improvement to West/Milford Street Intersection  
 Village Street Overlay Pave  
 Rapid Response Recovery Paving Program  
 State DPS Hoisting Engineer Training  
 Sanford Bridge Repairs  
 Catch Basin Cleaning Program  
 Crosswalk/Stop Line Painting – 264 Segments  
 Site Specific Paving Repairs - 80  
 Pot Hole Repairs - 903  
 Roadside Mowing/Brush Cutting -87 Road Segments  
 Sidewalk Maintenance – 27 Locations  
 Sign Repair and Maintenance – 48 Locations  
 Catch Basins/Manhole Structures Repaired - 21

***The following are substantial initiatives and projects performed during 2014 within the Fleet Maintenance Program:***

Over the past year, we have 611 work order entries in our logs. Some samples of our entries are: scheduled services, road calls, heating & cooling system repairs, changing tires, brake jobs, steering and suspension, welding and fabrication.

159 – Preventive Maintenance Services  
 37 - Road Calls  
 Vehicles Placed in Service  
 1- Cruiser, K-12  
 1- F350, P-5  
 1- FIRE TANKER  
 1- FORD FOCUS, TC-8

Maintain 13 Auxiliary Generators

Inspected 35 Subcontractor Vehicles and Equipment associated with Snow Operations.

Installation of 5-Ton Maintenance Lift.

Decommissioned 3 Vehicles and Prepared Them for Sale

Major repairs to:

- Sweeper-1

- Sander for Truck-5

- T-2 overhauled plow controls and cables

- Holder boom flail

Redesigned Town Seal made into graphic decals to replace old model

Redesigned the graphic layout for 4 Ford Focus's

Reassignment of DPS vehicle numbering system

State Inspection of 57 vehicles



### **Water and Sewer:**

The Water and Sewer Division is charged with the operation and maintenance of the Town's water supply, water treatment, water distribution and wastewater collection systems. This entails oversight of the system's pumping and treatment facilities located at four (4) drinking-water well sites. Being a groundwater system, the Town treats its raw water with the addition of sodium fluoride for dental health, lime for corrosion control and sodium hypochlorite for disinfection. All of these treatment processes require daily manual monitoring by certified staff as well as with the Department's recently installed Supervisory Control and Data Acquisition (SCADA) system. Drinking water is pumped to two (2) water storage tanks having a combined capacity of 2.8 million gallons.

The wastewater system is comprised of approximately forty-four miles of gravity sewer that discharges into the treatment facility operated by the Charles River Pollution Control District. Through its recent sewer extension project, the Department now operates and maintains a sewer pump station located in the Trotter Drive Industrial Park area.

The geographic disbursement of these complex and dated systems throughout the Town's eleven square miles creates a particular challenge to the relatively small Water and Sewer Division. The general deferment of capital investment in these systems during recent decades is cause for an infrastructure which demands high levels of maintenance and attention. Fortunately in recent years, Master Plans have been conducted which identify infrastructure needs based on the risk and consequence of failure. Through the use of advanced technology and thoughtful prepared scheduling of human and equipment resources, the Water and Sewer Division is able to meet the needs and demands of its diverse systems while providing residences and businesses with the highest level of customer service possible. The positions included in the Water and Sewer Division are:

- ☐ Superintendent
- ☐ Assistant Superintendent
- ☐ System Operator (4)

The following are the planned functions of staff within the Water and Sewer Division:

- ☐ Wastewater Collection
  - Pump Station Operation & Maintenance
  - Sewer Repairs & Inspections
  - Inflow & Infiltration Surveys
  - Charles River Pollution Control District Reporting
- ☐ Water Supply and Distribution
  - Treatment
    - ☐ Disinfection
    - ☐ Corrosion Control
    - ☐ Fluoride
  - Sampling and Lab Analysis
    - ☐ MASSDEP Reporting
  - Regulations
    - ☐ Disinfection Byproduct Rule
    - ☐ Groundwater Rule
    - ☐ Lead & Copper / Total Coliform Rules
  - Meter Reading and Repair
  - SCADA
  - Leak Detection
  - Main Line and Service Pipe Repair

- Customer Service
- Valve Exercising
- Flushing
- Hydrant Maintenance & Inspection

***The following are substantial initiatives and projects performed during 2014 within the Water & Sewer Division:***

**Water Treatment:**

- Mass DEP Sampling – 500 + samples
- Treatment – Daily Sampling, Testing, & Maintenance
- Disinfection – 6,000 gallons
- Corrosion Control – 492,500 gallons
- Fluoride – 2,500 lbs
- Iron Sequestering – 2,250 gallons
- SCADA – Fiber Optic & Software Upgrades
- Water Quality Investigation & Remedial Plan at High School

**Water Distribution:**

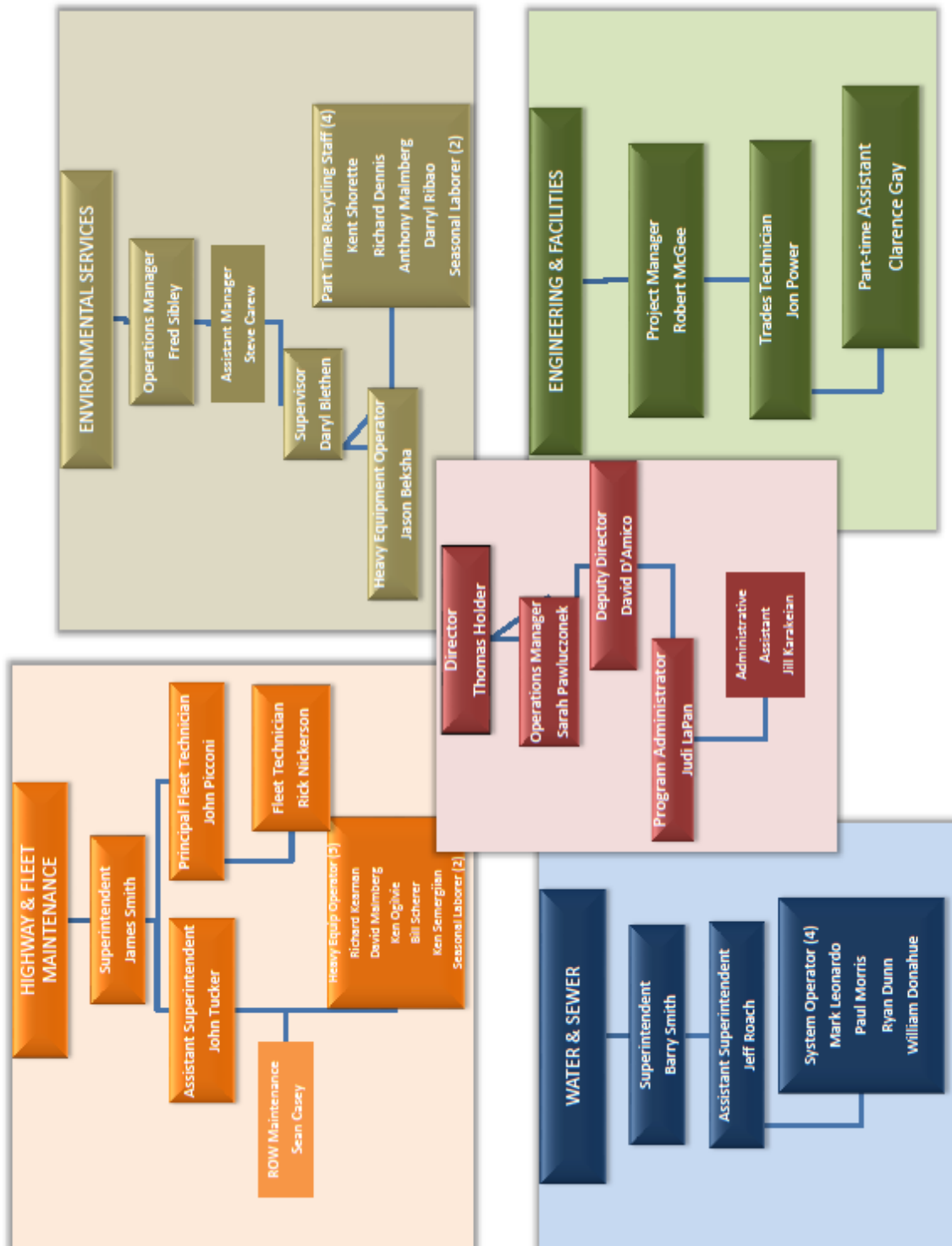
- Leak Detection – 75 miles
- Manage Water Main Replacement on Adams & Village Streets
- Cross Connection Control Program Inspections – 237
- Storage Tank Inspections – 24 Monthly – 1 Internal Cleaning
- Zone I & Zone II Inspections – 2 Biannual
- Production Meter Test and Calibration
- Service Line Repairs, Connections & Inspections – 100+
- Customer Service Calls - 350+
- Meter Calls - 85
- Hydrant Maintenance, Install/ Replace & Repair – 40 Hydrants

**Wastewater Collection System:**

- Connection Inspections – 30+
- Lift Station Inspections – 54
- Inflow & Infiltration Repairs – Contract Management
- NPDES – EPA Permit Appeal







## **FY 2015 ACCOMPLISHMENTS & INITIATIVES**

- Perform Annual Roadway and Sidewalk Improvement Plan (West –Village Streets)
- Initiate Illicit Discharge and Detection Program as outlined in MS4 Permit
- Achieve 75% design for Route 109 Reconstruction Project
- Advance DPS Facility Project
- Construct Adams and Village Street Water Main Replacement
- Submitted 75% design for Route 109 Reconstruction Project
- Participate and Support Gateway and Historic District Sign Projects
- Assist with Thayer House Project
- LED Streetlight installation on Medway arterial roads
- Construct the rehabilitation and installation of three synthetic turf athletic fields
- Clean and rehabilitate Oakland and Village Street well sites
- Participate and support Clean Sweep event
- Continue to work with MEMA to design Brentwood Drainage Improvements
- Conducted Water Accountability Audit and Evaluation
- Implemented Automated Single Stream Recycling Program

## **FY 2016 GOALS & INITIATIVES**

- Construct Brentwood Drainage Improvements
- Perform Annual Roadway and Sidewalk Improvement Plan
- Implement Phase 2 of Integrated Water Resources Management Program
- Submit 100% design and advertise construction for Route 109 Reconstruction Project
- Advance Stormwater Program as mandated in MS4 Permit
- Continue to advance DPS Facility Project
- Implement Recycling Center Bar Code Reader Program
- Continue Sewer Improvement Program (I/I) – Brentwood Tributary to Black Swamp Interceptor
- Replace water mains on Highland and Winthrop Streets
- Perform Annual Directional Flushing Program
- Continue Townwide Facility Improvements
- Relocate DPS Administrative Unit to Middle School Location
- Implement tasks associated with Service Level Agreement with School Department

Respectfully Submitted,



Thomas Holder | Director  
Department of Public Services





*Recent Trust Purchase - 6 Cutler Street*

## **Report of the Affordable Housing Trust and the Affordable Housing Committee**

*Mission Statement: To assist eligible residents to manage housing costs and to actively preserve existing and create new affordable housing opportunities, both rental and homeownership, to increase Medway's subsidized housing inventory.*

Much of the groups' activities in 2014 followed a familiar pattern of meeting statutory and mission-related requirements. The year, however, ended quite differently, promising to mark the start of their most productive phase to date.

Early in the year, reacting to the credit crunch experienced by income-eligible households trying to purchase affordable homes, the Trust set the development of rental units as the primary goal for its use of funds. This focus also aligned with a perceived need of the Town's workforce, retirement and start-up households for alternatives to home ownership. The identification and evaluation of private and municipal land as potential development sites remained on-going.

The bi-annual certification of the Town's Subsidized Housing Inventory by the Department of Housing and Community Development preserved recognition of 5.06% of the Town's dwelling units as affordable. A total of 6 additional units were completed in 2014.

To cover an anticipated increase in legal and transactional expenses and the level funding of the part-time position of Community Housing Coordinator, the allocation of \$32,500 from the Community Preservation Fund's affordable housing reserve was authorized at the Annual Town Meeting. Accordingly, the Community Housing Coordinator supported Trust and Committee efforts to foster new and maintain existing affordable housing in Medway.

To an extent consistent with their point in development, the planning and permitting of multiple projects were reviewed regarding applicable affordability development and subsequently monitored for compliance. These included: Williamsburg (2 affordable units sold); Fox Run Farm (4 affordable units sold); Charles View (in-lieu payments started); Millstone Village (8 affordable units planned); Village Street Continuing Care Facility (in-lieu payments planned).

Mid-year witnessed Ann Sherry replacing Michael Heineman as chair of the Trust. Concurrently, the Trust's bylaws were amended to abolish the requirement for at least one Trustee to also be a member of the Affordable Housing Committee.

At the Fall Town Meeting, \$6,800 was authorized to update the expiring Housing Production Plan, a pre-condition of any possible "safe harbor" protection from 40B development deemed disadvantageous to the Town's interest.

In December, culminating a long period of speculation and planning, the Trust purchased 6 Cutler Street (the former home of American Legion Post 367) for adaptive re-purposing as rental units. Hopefully, the original 6,000 square foot structure, built in the late 1800's, can be salvaged, thereby preserving the scale and character of the neighborhood. The purchase starts a process of public forums, planning meetings and permitting and funding applications that typically lasts two to three years. The size and nature of the finished project will depend largely on the amount of available funds and any associated terms and restrictions.

The Town's efforts to develop affordable rental units, as evidenced by the Cutler Street project, should prove to be advantageous in any 40B challenge.

Respectfully submitted by:

Ann Sherry, Chair of the Affordable Housing Trust  
Bob Ferrari, Chair of the Affordable Housing Committee

## **Report of the Charles River Pollution Control District**

During calendar year 2014, the Charles River Pollution Control District's (District) regional advanced wastewater treatment facility received and treated approximately 1,400 million gallons (3.8 million gallons per day) of raw wastewater, including 6.0 million gallons of septage from the District's member and customer towns before discharge to the Charles River. The volume of waste treated was less than the previous year.

In July 2014, the District received its renewed National Pollution Discharge Elimination System (NPDES) permit for discharge of its treated wastewater to the Charles River. The permit includes the Towns of Franklin, Medway, Millis and Bellingham as co-permittees. In the permit, the District and the co-permittees will have to maintain an ongoing preventive maintenance program to prevent overflows and bypasses caused by malfunctions or failures of the sewer system and an infiltration and inflow reduction program. The Towns, along with Upper Blackstone Water Pollution Abatement District, have appealed the co-permittee language and are awaiting the final decision from the Environmental Appeals Board. This permit also includes more stringent and year-round phosphorous limits for the District's effluent.

In the summer of 2014, the District conducted a manhole investigation program in one of its interceptors to find any deficiencies and defects in the manholes that may allow water to infiltrate into the sewer system. About 40 manholes were inspected and only minor defects were found.

CDM Smith and staff from the District prepared a 20-year capital improvement plan (CIP) to improve the wastewater treatment facility to meet more stringent NPDES permitting requirements and provide a more reliable wastewater treatment facility at its current capacity of 5.7 million gallons per day. In July 2010, the District was informed of its acceptance on the Massachusetts Department of Environmental Protection (Mass DEP) Bureau of Resource Protection Calendar Year 2010 Intended Use List for State Revolving Funding (SRF). In order to expedite the designs and proceed with the project with the low interest rate, the CIP was divided into three phases (A, B and C).

Phase A, completed in December 2013, included the replacement of both primary clarifier mechanisms, addition of two screenings washer/compactors, primary scum handling upgrades, and plant lighting and security improvements. Phase B, the capping of the on-site residuals landfill, was completed in August 2013.

Phase C focuses on improving phosphorus removal, replacing the disinfection system, and extending the life of the facility for an additional 20 years. In the spring the contract was awarded to Daniel O'Connell's Sons, Inc. in the amount of \$17,397,000. Construction began in May and is expected to be completed in September 2016.

The District funded Phases A and B with a 20-year SRF loan of approximately \$3.5M for costs associated with bidding, construction, and resident engineering. Phase C costs will be funded through separate 20-year SRF loans of approximately \$21.75M, which includes bidding,

construction, and resident engineering. Ineligible costs (i.e. the design for Phase C) for SRF loans were funded by a General Obligation Bond of \$1.95M.

The District currently employs 11 full-time employees and a part-time Executive Secretary and part-time Treasurer. In April, the Board of Commissioners hired Elizabeth Taglieri (formerly Schreiber) as the Executive Director. Elizabeth was the District's Engineer/IPP Coordinator before becoming the Director.

The District's Fiscal Year 2015 budget is 13.4% higher than the previous year's budget. The District's FY 2015 budget for operations and maintenance is \$3,151,720 while the capital projects budget is \$1,018,300. Medway's share of the operation and maintenance and capital projects budgets are estimated to be \$531,040 and \$159,590, respectively.

Respectively submitted,

Elizabeth Taglieri, P.E.

Executive Director

## **Report of Community Preservation Committee**

Chapter 267 of the Legislative Acts of 2000 created a new statute, Chapter 44B of the General Laws, known as the Community Preservation Act. This local option statute authorizes a municipality which votes to accept it to impose a real estate tax surcharge to raise money for three purposes related to community preservation: open space/recreation, historic preservation and affordable housing. In addition, the statute provides for state government's payment of matching funds to participating municipalities. All funds must be held in a special local municipal account: the Community Preservation Fund, and may only be expended by the municipality for one or more of the three purposes set forth in the statute. The statute further requires that a participating municipality establish a local committee, the Community Preservation Committee to study local preservation needs and to make recommendations for allocation and expenditures to the local legislative body. The committee's authority is limited to making recommendations; only the local legislative body, in Medway's case: Town Meeting, may actually allocate and expend funds. However, in any given year, at least ten percent of new funds must be allocated and reserved, if not expended, for each of the three statutory purposes.

The Town of Medway was one of the first communities in Massachusetts to accept the Community Preservation Act; voters did so at a Special Town Meeting in April 2001. Pursuant to the statute, the Town also adopted a local bylaw creating the Medway Community Preservation Committee; the Committee presently consists of nine members: representatives from six town boards: Planning and Economic Development, Conservation, Parks, Historical, Affordable Housing and Open Space, and three citizens at large.

CPC members continue to take seriously their role as stewards of Medway's Community Preservation Fund with the result that the total fund balance currently exceeds five million dollars; almost half of this amount represents matching state funds received annually since the CPA's local adoption. In making its recommendation to votes, the present CPC has tried to strike a balance between making expenditures for relatively small preservation projects and minor land acquisitions and saving the balance of funds for major projects and land acquisitions which may present themselves in the future. To this end, the CPC continues to work actively with the Open Space Committee to identify desirable parcels for acquisition.

The rehabilitation for productive reuse(s) the historic Thayer property at 2B Oak Street in West Medway acquired by the Town with Community Preservation funds in 2004 is now complete. This includes rehabilitation of the existing house for an upstairs caretaker's apartment and downstairs small meeting space, and the construction of an addition to both support outdoor functions and activities (public bathrooms, kitchen facility) and serve as an indoor function and community meeting space. The property is now available for use by Town boards, organizations, and private groups.

Both productive reuse of the property and rehabilitation of the residence at 50 Winthrop Street continues. The Medway Community Farm completed another successful growing season and has expanded its operations to include Town land on Adams Street purchased with CPA funds.

During this past year, the Town continued to take advantage of the 2012 legislative amendment of the Community Preservation Act, which permits the expenditure from Community Preservation Fund to construct recreational facilities on existing Town-owned land. Work is almost complete on construction of two new fields, together with lighting and related amenities including walking trails, at Medway High School and on abutting Town-owned lands, using funds from the Community Preservation account. The CPC continues to support efforts to provide public recreational opportunities including river access and walking trails at so-called amphitheatre located off Village and Sanford Streets. Recently, the CPC has begun to consider use of CPA funds to create new playgrounds and/or to improve existing ones.

As noted at the outset, the third purpose for which CPA funds may be used is affordable housing. The Medway Affordable Housing Trust Fund has purchased the old American Legion property (former Medway school) on Cutler Street with funds which town meeting voters previously transferred to the trust from CPA funds. The Affordable Housing Trust Fund is in the initial stages of redeveloping the property to create affordable housing units.

There continues to be discussion, in light of ongoing difficult financial times, of reducing the current three percent CPA real estate tax surcharge. The CPA continues to strongly oppose this proposal for three reasons. First, until adoption of the CPA, Medway had done little to protect undeveloped land or historic properties due to a perceived lack of funds; by adopting the CPA at the maximum surcharge percentage, the Town has been able to accumulate, on a continuing basis, significant funds for this purpose. Second, only those communities which have adopted the maximum three percent are entitled to receive the maximum amount of state matching funds: beginning with f.y. 2009, the state has collected insufficient funds to provide 100% matching payments to all CPA communities. Because Medway was one of the communities to have adopted the maximum three percent, it has annually received additional distributions of state funds which have significantly increased the state match above the base distribution amount. Thirdly, since the three percent is merely a surcharge on individual tax bills rather than on the tax rate, the individual assessment is small: in many cases, less than one hundred dollars. As an example, on a property currently assess at three hundred fifty thousand dollars, the annual CPA assessment is only \$136.80, a reduction from last year. ( $\$350,000 \text{ less } \$100,000 \text{ CPA exemption} = \$250,000 \times \$18.34 \text{ per } \$1,000, \text{ f.y.2015 municipal tax rate} = \$4,560 \text{ (net tax subject to surcharge)} \times .03 \text{ (CPA surcharge)} = \$1,36.80$ ). This amount is paid in four equal quarterly installments, and amounts to less than \$12 per month. This small individual assessment has already permitted the Town to make some significant property acquisitions and ensures that the Town will be able to continue to do so.

We urge the residents of Medway to continue to support the Community Preservation Act as currently adopted.

Respectfully submitted,

Mark G. Cerel, Chairman

## **REPORT OF THE CONSERVATION COMMISSION**

### **VISION STATEMENT:**

The Conservation Commission seeks to preserve the quality and quantity of open space and wetland ecosystems through the acquisition of open space and preservation of wetlands in accordance with federal, state, and local laws.

### **MISSION STATEMENT:**

The mission of the Conservation Commission is to protect the all resource areas in the town of Medway.

### **DESCRIPTION:**

The Medway Conservation Commission (the “**Commission**”) is charged with protecting wetland resources located in the Town of Medway. Wetlands play a critical role in preserving the Town’s water quantity and quality, providing flood storage and storm-water management, supporting habitat for diverse plants and animals and providing recreational open space. The Commission carries out its charge by regulating construction activity and other alterations in or near wetland resources.

The Commission also manages approximately 800 acres of public conservation land and two conservation restrictions.

The Commission is comprised of five volunteer members, each of whom is appointed by the Town’s Board of Selectmen. The Commission’s Agent is responsible for processing and reviewing all permit requests related to the State and town wetlands regulations and for helping Town residents understand and comply with state and local requirements related to wetlands as well as fielding general inquiries about wetlands. The Administrator/Agent also works on conservation land and open space management.

During 2014, the Commission:

- received and reviewed sixteen Requests for Determinations (“RDAs”). (Each RDA asks the Commission to determine whether the construction, land maintenance or other activities described in it are within the jurisdiction of the Commission);
- issued Orders of Conditions (i.e., specific conditions that help protect wetland resources) for eight proposed projects;
- issued two Orders of Resource Area Delineation
- initiated three enforcement actions in connection with violations of state and local wetland laws;
- issued Certificates of Compliance for thirteen projects; and
- granted amendments to one previously-approved project.

The Commission did not prevent any applicants' projects from going forward in 2014. The Agent has also addressed numerous inquiries from current and potential town residents about wetlands issues.

The Conservation Commission worked with Massachusetts Boat Authority and the Open Space Committee to open the Village Street Canoe Launch. This new open space area provides an easy access for canoes, fishing, and passive recreation all which is handicap accessible. This is an exciting addition to Medway's recreation assets. The Commission and Open Space Committee will continue to add new native plantings and manage invasive species on this parcel.

During the Summer and Fall, the Commission began work to work with the Medway High School, Department of Public Services and the Open Space Committee to mark out new proposed trails within the town's newly acquired lands of off Adams Street, of which some portions would be developed into athletic fields for the High School. The trails were important as this new portion would create a trail connection all the way from Adams Street to Choate Park. In addition, this project opened opportunities for the improvement of stormwater runoff at the existing Athletic fields. The improvements proposed by the Commission and the Department of Public Services will provide for better management, lessen erosion, improve trails and protect wetland resources.

In May, Town Meeting approved revisions to the Medway Wetlands By-Law that removed language for fee structure in Bylaw to language allowing the fees to be placed in the Regulations. Additionally, thereafter, the Commission held a public hearing to amend the regulations for the addition of fees for all Conservation Commission filings.

The Conservation Agent continues to work with DPS on education and preparation for the upcoming new EPA regulations related to stormwater for small municipalities. All information is reported to the Commission for feedback and education of the public.

During the Fall, the Conservation Agent reviewed and assisted in the drafting of a Conservation Restriction for the new Over 55 Housing Subdivision known as "Millstone Retirement Community".

In October and December, the Conservation Agent discussed opportunities for completing an Ecological Study for an open space and conservation land parcel(s) owned by the town, with the Open Space Committee and the Community Preservation Committee. This would allow for these three (3) town Committees/Commission to work on developing Conservation Land Management Plans and provide excellent community outreach and education.

The Commission continues, with minimal Town funding and dedicated volunteers, to maintain the trails, open space and fields of Conservation controlled properties.

The Commission wishes to express its deep appreciation for the efforts of all volunteers who help with its work, especially the Open Space Committee.



### **FY 2015 GOALS & INITIATIVES**

- Draft Conservation Land Management Plans
- Apply for Stormwater Grants and Recreational Trails Grants
- Implement invasive plant management though out the town
- Continue to carry out the Conservation Commission Bylaw and the Wetlands and Rivers Protection Acts
- Attend seminars and informational meetings
- Petition the Town of Medway residents to put additional parcels under Conservation Restrictions

Respectfully submitted,

David Travalini, Chair

## Report of the Council on Aging

The Council on Aging is located at the Senior Center on Oakland Street. The Council on Aging is comprised of employees and volunteers who are dedicated to serving seniors and assisting them, their families and friends with aging issues. Healthy aging is our goal at the Center, and we offer numerous exercise classes for people of all ages including yoga, tai chi, strength training, aerobic chair exercise and zumba. This year, we served lunch two days a week through Tri-Valley Services, along with breakfast every Thursday. Weekly programs offered at the Center include bridge, cards, crafts, bingo, cribbage, quilting, knitting, watercolors, dominoes, poker and mahjong. We also offer monthly dinners, entertainment, health and educational seminars. This spring, we received a grant to offer a 16-week Aging Mastery Program which was met with great success, and we offered it again in the fall. We hope to continue to offer this program yearly, along with our Brain.e.ology course. We have a Nurse at the Senior Center one day a week so we are able to offer weekly blood pressure screenings and blood sugar monitoring as well as evidence-based health programs. We are open Monday evenings for senior activities, with rooms available for use by local groups and town boards. We are also open Sunday afternoons for activities and for people come to use the library, exercise equipment and computers.

The Council on Aging continues to contract with GATRA (Greater Attleboro Taunton Regional Transit Authority). With this partnership, the town is able to make four morning runs and three evening runs to and from the Norfolk MBTA Station, as well as transport our seniors and disabled residents to medical appointments, grocery shopping and local errands. All of this is paid through the town's assessment to the MBTA and donations.



We have two Outreach Workers who keep busy visiting home-bound seniors and helping seniors and families with any issues related to aging, which are getting more complicated as people are living longer and staying in their own homes. We offer a monthly evening Caregiver Support Group. Our SHINE Volunteer is at the Center every week to help seniors with insurance and prescription concerns, and the Veterans Agent also holds weekly office hours here. We continue to work with Tri-Valley Services to provide meals on wheels to homebound seniors, homemaker services, respite care and other services for seniors. The Senior Center is also the site for citizens in town to apply for fuel assistance, and AARP prepares tax forms for seniors in the spring.

The Council on Aging runs the Senior Tax Abatement Program which allows 85 seniors in town to volunteer their services to various town departments to receive up to a \$1000.00 abatement on their property tax bill. This year, senior volunteers worked at the schools, town hall, senior center, recycling center, library, police and fire department.

The Medway Council on Aging could not function as well as we do without all the wonderful volunteers we have. Contact us if you would like to volunteer. We can always use more!

Respectfully submitted,

Missy Dzikczek, Director



## 2014 Medway Cultural Council

The Medway Cultural Council's mission is to support public programs that promote access, education, diversity and excellence in the arts, humanities, and interpretive sciences in order to enhance the quality of life in our community. The MCC strives to achieve these goals through the funding of local arts projects and program with grants.

Current members of the council are Chair Peter Monego, Treasurer Susan Chase, Cynthia McLaughlin, Sandra Dobday, Robert Wilson, Heather Ross, and Heather Scott.

A total of 24 grants were requested in October, twelve of which received full or partial grants. The Massachusetts Cultural Council allocated \$4,300 for grants to Medway. All members of the community benefit through programs featured at the Senior Center, Public Library, Medway Public School and Choate Park.

### *Programs for 2014 - 2015*

<i><b>Title</b></i>	<i><b>Date</b></i>	<i><b>Sponsor/Location</b></i>
Free Movie and Popcorn .....	All Year .....	Friends of the Medway Library
The History of Ragtime .....	January .....	Medway Public Library
Mystic Drumz "Legend of Marshmallow Island" .....	February .....	Medway Public Library
Concert for t\he Medway Community .....	March .....	Friends of the Medway Performing Arts
Mudeye Puppet Company .....	April .....	Medway Public Library
Overview of 18th Century Colonial Life .....	April .....	Memorial School
Songs of World War II .....	May .....	Senior Center
Paper Making: Where Art and Science meet! .....	Spring .....	Mass Audubon Society
Medway Middle School Artist in Residence .....	Spring .....	Middle School
Songbirds of the Northeast .....	Spring .....	John Root/ Medway Public Library
Toe Jam Variety Show .....	July .....	Medway Public Library
Concert by Quintessential Brass .....	July .....	Summer Concert Series



## Report of the Historical Commission

### *The Thayer Homestead Preservation Project, 2B Oak Street*

Historical Commission (HC) member Mark Wilcox continued his service on the Thayer Property Development Committee (TPDC). The property was well-used during the commemoration of Medway's 300<sup>th</sup> Anniversary in 2013 and saw increased use in 2014 for concerts, other public events, and, once the house and addition were completed, private event bookings. HC members, with the help of consultant Stacey Goodale Wetstein, completed and submitted necessary forms to have Thayer Homestead nominated to the National Register of Historic Places. After careful consideration of our application, Massachusetts Historical Commission informed us that the Thayer Homestead, while the historical integrity of the house itself has been well maintained, is no longer suitable for nomination to the registry for several reasons, a primary one being the visibility of the addition from the front of the house as well as from the road. This was a great disappointment to HC members, who had worked for many years to achieve that goal. However, the property as it is now is of much greater value and usefulness to the entire community than had it been restored as it was without the addition; and, together with the old mill, Chicken Brook, the pond, and the stories of those who built and occupied it, it still forms an important part of Medway's rich history.



### *Cemeteries*

Evergreen: Mr. Norm Felker, a Medway resident who generously volunteered his time to help maintain the historic portion of the cemetery, died unexpectedly. Mowing and plowing in the historic section of this cemetery are often problematic, with headstones sometimes being knocked over and damaged, requiring us to pay for repairs and replacement.

Oakland: Mark Wilcox is leading a project to place a marker at the graves of six Civil War veterans. There is evidence there was once a marker but it is long-since gone.

### ***Demolition Applications***

An application for demolition of the house at **41 Holliston Street** was made in 2013, and a public hearing held on November 6, 2013. No determination was made as the property was under contract to be sold. The new owners attended our meeting on January 15, 2014. The house was not in a historic district, it was not architecturally significant, and no persons significant to Medway's history had resided there. Therefore, the Commission determined the house was not preferably preserved and no delay should be imposed.

### ***Historic Properties***

Owners of the old Cole Library and Torrent Fire House, town properties with deed covenants, inquired whether they are allowed to install siding on the front of the hose tower, which is in dire need of repair. We contacted a preservation/restoration expert and were told that nothing should be done that could not be undone by a future owner who might want to restore it to its original state. A future owner of such buildings should have the option of restoration without a previous owner's having destroyed infrastructure, which would inhibit the ability to restore. The owners also inquired about installing solar panels on the roofs of the buildings.





**The operating budget** of the HC has been eliminated from the Town Budget.

**Personnel:** Officers are: Chairman-Jeanne Johnson; Vice-Chairman-Paul Russell; Treasurer-Eugene Liscombe; Clerk-vacant; CPC Representative-Eugene Liscombe. Mark Wilcox and Donna Hainey also serve on the Commission. Marian Pierre-Louis left the Commission in June. We thank all members for their service to the Town on this Commission.

Respectfully submitted,

Jeanne Johnson, Chairman



Civil War uniform belonging to and photos depicting David A. Partridge.

## Report of Medway Pride Day Committee



Medway Pride Day is an annual community event that brings together the town's residents, businesses and community groups for a day of great fun, food and entertainment. Medway Pride Day 2014 was held on Saturday, May 17<sup>th</sup> in the parking lot and fields adjoining Medway Middle School.

Medway Pride Day features exciting games and carnival activities for the kids and dozens of booths showcasing local businesses and organizations. Crafters and collectable vendors display unique items for sale. In 2014, Medway Pride Day included some new features: pony rides, a caricaturist and Rags the Clown.

Businesses that participate in Medway Pride Day appreciate the opportunity to showcase products and generate sales while they show their pride in the local community. Medway Pride Day 2015 will be held on Saturday, May 16<sup>th</sup>, 2015.

Respectfully submitted,

Susan Alessandri, Chair

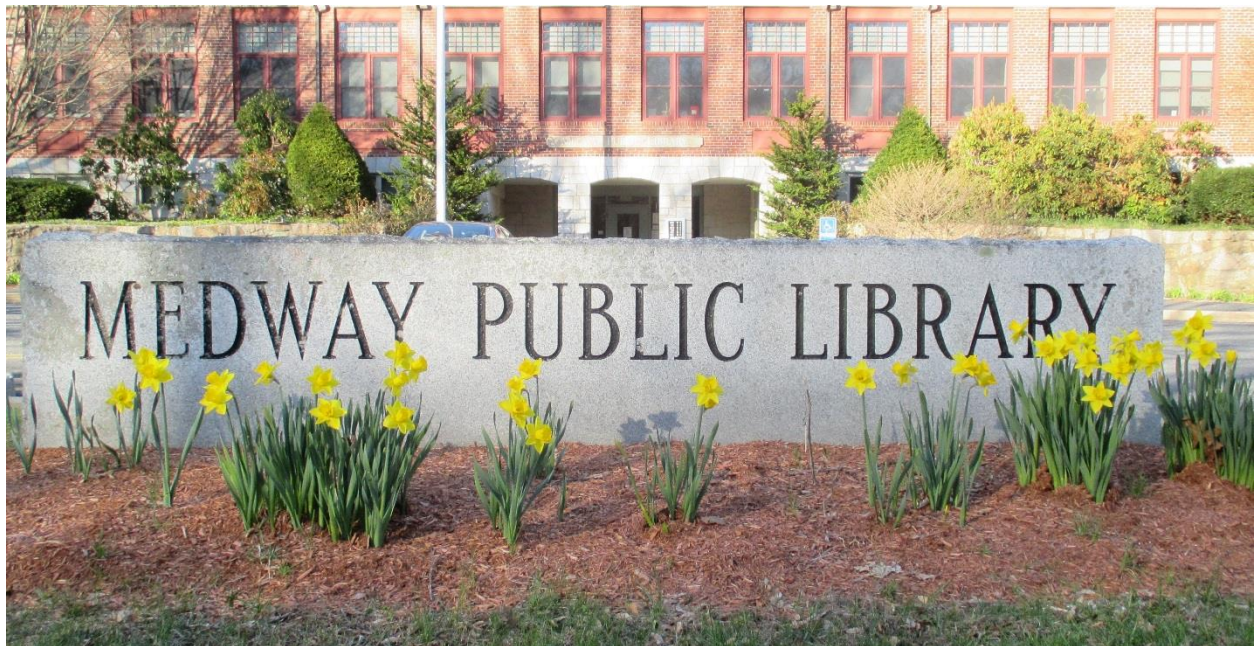


## **Report of Medway Public Library**

Medway Public Library is an indispensable part of the community, recognized as an essential and reliable partner in the delivery of information resources, education, self-advancement, and recreation for all ages.

In 2014, the Library hired an enthusiastic part-time Children's and Young Adult (YA) Librarian, a position that had been unfilled since 2006. The Children's/YA Librarian was a wonderful asset to the Library, working closely with the schools and offering a wide variety of programming. With a full-time Director and a half-time Children's/YA Librarian, we were able to enhance our offerings in areas such as STEM (Science, Technology, Engineering, & Math) education, information literacy, and additional services for under-served populations. In addition to phone or in person registration, the Library recently added online registration for programs, and an email newsletter highlighting upcoming events for children.

The Library is open 40 hours a week, with the downstairs community area hours extended until 9:30 pm Monday-Thursday. Usage continued to increase during 2014. During the last six months of the year, meeting rooms were used during the extended hours almost every evening that the community space was open, and an average of 37 individuals per month used the community space during the extended hours. Two full and seven part-time staff, as well as a pool of five substitute library assistants, served the public.



Thanks to our Library certification, Medway residents enjoy borrowing privileges for over six and a half million items in person and through inter-library loan. Items not owned by Medway Library can be requested from other Massachusetts libraries and generally arrive for pickup within a few days.

Medway Library has 5,141 registered borrowers. On average, every week we serve 1,358 people of all ages, handle over 40 reference requests, host almost 90 public computer internet users, and circulate 1,969 items. We host a diverse mix of Library-sponsored programs, art shows, Scout troops and other community groups, sport signups, theatrical performances, Community Education classes, story times, and meetings of town boards.

The Library's collection contains 94,339 items, including:

- Books
- Print and digital magazines
- Audio books
- Music CDs
- DVDs
- eBooks
- Downloadable audiobooks
- Museum, park, skating rink, and zoo passes
- Medway300 sturdy canvas tote bags
- iPad and Children's Kindle Fire for use in the Library

Striving to keep our collection current and to meet our community's needs, this year the Library added almost 4,000 items, not including eBooks, to the collection. The Library also added a browsing collection of additional copies of the most popular new titles.

We created a Seed Lending Library, from which patrons can take packets of vegetable seeds and, after harvest, return some of their seeds, if possible, to the Library. We reorganized the picture book collection, placing many of the books in bins by topic to make it easy for young children to browse, and circulation of these books soared.

Our museum, park, skating, and zoo passes are funded with donations from individuals and local companies, and can be reserved online for pickup at the Library. These passes went out 361 times during FY14.

The Library's electronic presence includes a wide range of resources and services reached from the Library's [medwaylib.org](http://medwaylib.org) website. These include access to eBooks, downloadable audio books, streaming video, and magazines, provided by the Minuteman Library Network and the Medway Library. In addition, we offer both in-library and remote access to many databases provided by Medway Library, the Massachusetts Board of Library Commissioners, and the Minuteman Library Network. These databases include:

- Full text journal articles
- Reference resources
- Job search resources
- Language learning resources for adults and children
- Newspapers

Our electronic resources continue to grow in popularity. In 2014, ebook and audiobook circulations reached 6,100 checkouts. The Library offers Mango Languages and the Muzzy Online children's language learning programs, Zinio e-magazine subscription service and the

Career Cruising database. Mango, Muzzy, and Zinio are available through a joint purchase arrangement with the Holliston Public Library.

The Library's strong technology infrastructure gives patrons access to the catalog, interlibrary loan, office software products, online networks, and databases, and connects them with other people around the world. The library catalog interface provided by Minuteman offers patrons an easy way to find and reserve items, renew checked-out items, pay fines online, and manage library accounts.

The Library is equipped with a self-checkout station, a photocopy machine, black and white as well as color printers, a fax machine, a scanner, and 16 public Internet access computers. Wireless technology extends services to users equipped with their own laptops and other digital devices.

The video setup in the Cole Room, provided through the Medway Cable Advisory Board, has been utilized for well-attended free movies hosted by the Friends of the Library, multi-media presentations during programs, and computerized slide shows during business and municipal meetings. The Cole Room and other reserved meeting rooms were used 831 times in 2014.

Our Director continues working on our emergency readiness planning. The Library is a potential shelter for people needing power, Internet, phones, water, heat, or air-conditioning, in case of weather and other emergencies.

Fifty-seven volunteers spent almost 2000 hours helping with book shelving and similar tasks, running programs such as the LEGO club, and planting bulbs and annuals to beautify the Library grounds. That service would have cost nearly \$16,000 if paid for at minimum wage. In addition, 12 senior tax relief program participants worked at the Library for an average of 23 hours/week.

We are working with the school librarians and the reading specialists on promoting literacy and providing resources to students. The Children's/YA Librarian participated in assemblies for children at Burke-Memorial and McGovern Schools, reading, singing, and doing improvisations with the students and introducing them to all that the Library has to offer. We also participated in the Middle School Literacy and STEM night event.

As we do each year, we secured Medway Cultural Council grants for programs for children and families, and offered a Summer Reading Program to encourage literacy. In 2014, 175 children participated in the Library's Summer Reading Program. Three children's programs—How to Catch a Mouse: Simple Machines at Work, 3-2-1 Activate Storytime, and Magic with Scott Jameson—were supported in part by a grant from the Medway Cultural Council, a local agency that is supported by the Massachusetts Cultural Council, a state agency.



We promoted STEM learning with the following programs, which were attended by up to 40 people:

- 4-H science club, which meets monthly at the Library
- Mad Science (funded by the Walpole Coordinated Family and Community Engagement Program)
- How to Catch a Mouse: Simple Machines at Work
- MaKey MaKey and GoldiBlox Engineering Workshops
- Learning Labs – Heat & Temperature, Space, and Electricity
- Architecture and Design
- Rock-It-Science Singalong with Steve Blunt

We offered programs for children and teens, attended by up to 145 people:

- Baby & Toddler Story and Songs program – weekly, year round
- Story hour for ages 10 months - 5 years old – weekly, year round
- Book Clubs for children and teens
- Monthly “Paws to Read” program, which gives children the opportunity to read to a trained therapy dog
- Hands on Art History
- Magic with Scott Jameson
- Craft Wars/Crafternoon
- 3-2-1 Activate Storytime
- Team Magic Literacy Program



- David Hyde Costello (funded by the Walpole Coordinated Family and Community Engagement Program)
- Youth Theater Workshop
- Hula Hoop Program
- Toddler Ballet
- Harry Potter Birthday Bash
- Fandom Trivia
- Back to School Writing Workshop
- Pajamarama Read-In
- A Pumpkin for Thanksgiving
- Dale Freeman Concert
- Teen Advisory Council



We offered programs for adults and families, attended by up to 120 people:

- North Sea Gas Scottish Band
- It's Not About the Hike (inspirational)
- Edible Perennials
- Living with Coyotes
- History of the Irish in Boston
- Identifying Trees by Their Bark
- Author talks

- Monthly book group
- Monthly one-on-one eReader and Tablet assistance
- Shakespeare in the Park and the July Evening Concert Series at Choate Park were sponsored by Medway Public Library, Medway Lions, and Medway Cable Access. One of the concerts, Quintessential Brass, was supported in part by a grant from the Medway Cultural Council, a local agency that is supported by the Massachusetts Cultural Council, a state agency.

We continue to reach out increasingly through Facebook and local news outlets (papers, radio, and online) to get the word out to more people about what the Library offers.

Many of our programs, including the Lego Club and the Gingerbread Festival, are organized and funded by the Friends of the Library. In addition, most of our donations come from the Friends. Donations also come from individual donors, bequests, local businesses, and fundraisers. We are very grateful to everyone who has donated to the Library. Donors of at least \$1,000 are honored on our “Bibliophile” plaque located in the downstairs lobby. We are also very grateful for our dedicated staff and volunteers, and for the continued support by our patrons. Please visit, call, or email the Library and tell us how we can make the Library even more useful and relevant for you.

Medway Library total collection size (FY14)	94,339
Subscriptions (FY14)	127
Number of registered borrowers (FY14)	5,141
Circulation transactions (FY14)	102,333
Digital audiobook downloads (FY14)	1,817
Ebook downloads (FY14)	4,005
Interlibrary loans (FY14)	29,190
Attendance in library (visits)(FY14)	70,634
Number of reference transactions (FY14)	2,130
Number of children's and teen programs held (FY14)	159
Total attendance at all children and teen programs (FY14)	3,606
Participation in the summer reading program	175
Total number of persons volunteering (FY14)	45
Number of hours volunteered (FY14)	1,957
Users of public Internet computers during a typical week (FY14)	89
Total number of hours the Library is open per week	40

Respectfully submitted,

Medway Board of Library Trustees & Director Margaret Perkins

## **Memorial Committee**

**2014**

The Memorial Committee was able to confirm the eligibility of three names for the Vietnam Memorial and five names for the War on Terrorism Memorial – both located in Matondi Square. These individuals are being recognized for their past or present military service as willing participants representing their town of Medway on behalf of our nation. The names were engraved in time to be viewed during this year's Memorial Day activities.

It is our goal to continue adding names as long as the need exists to have any military action required to preserve the safety and honor of our country.

This spring, the Memorial Committee was pleased to support the initiative put forth by Ms. Lisa Kingsley of Medway who drove the private fundraising and logistical needs to bring a POW/MIA bench of remembrance to Medway. This bench now sits in the G.A.R. Park directly across the street from the Medway Police Department. The dedication of the bench was directed by Ms. Kingsley and local dignitaries as well as the Massachusetts Chapter of Rolling Thunder which participated.

We will remain steadfast in our quest of paying tribute to all those men and women who choose to serve in this manner so as not to be forgotten by succeeding generations.

Respectfully submitted,

The Memorial Committee

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## **MEDWAY**

### **2014 REPORT OF THE NORFOLK COUNTY MOSQUITO CONTROL DISTRICT**

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NCMCD operations apply an Integrated Pest Management (IPM) approach to mosquito control that is rational, environmentally sensitive, and cost effective.

#### **Surveillance**

We are engaged in an intensive monitoring process through weekly field collections and data analysis in collaboration with the Massachusetts Department of Public Health (MDPH) to detect for disease-vectoring mosquitoes. Virus isolations assist us in focusing our surveillance to hot zones thereby allowing us to alert nearby towns of a potential epidemic.

Virus Isolations in the town: No virus isolations in town in 2014

Requests for service: 299

#### **Water Management**

Communication with residents and town/state/federal officials, site visits, monitoring, wildlife management, and land surveys while maintaining regulatory compliance is integral to the management of waterways that may contribute to mosquito breeding. Pre- to post-management documentation allows us to assess the efficacy of our work.

Culverts cleared	11 culverts
Drainage ditches checked/hand cleaned	3,050 feet
Intensive hand clean/brushing*	750
Mechanical water management	0
Tires collected	4



*\* Combination of brush cutting and clearing of severely degraded drainage systems or streams by hand.*

### **Larval Control**

When mosquito larval habitat management is not possible, larval mosquito abatement is the most environmentally friendly and effective method of disease control. An intensive monitoring program aids in our decision to effectively target culprit locations.

Spring aerial larvicide applications (April)	292.2 acres
Summer aerial larvicide applications (May – August)	0 acres
Larval control - briquette & granular applications by hand	30.8 acres
Rain basin treatments – briquettes by hand (West Nile virus control)	716 basins
Abandoned/unopened pool or other manmade structures treated	0 briquets

### **Adult Control**

Adult mosquito control is necessary when public health and/or quality of life is threatened either by disease agents, overwhelming populations, or both. Our rigorous surveillance program, along with service request data and state of the art GPS and computer equipment, allows us to focus our treatments to targeted areas.

Adult aerosol ultra low volume (ULV) applications from trucks	7,429 acres
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Respectfully submitted,

David A. Lawson, Director

## **Report of Norfolk County Registry of Deeds**

The Registry of Deeds is the principle office for real property records in Norfolk County. The Registry receives and records hundreds of thousands of documents annually. It is a primary and indispensable resource for title examiners, mortgage lenders, municipalities, homeowners, and other individuals with a need for land record information.

The Registry operates under the supervision of the elected Register, William P. O'Donnell. In continuous operation for more than two hundred years, the Registry's mission has remained the same; to maintain and provide for accurate, reliable and accessible land records to all residents and businesses of Norfolk County.

### **2014 Registry Achievements**

- Register William P. O'Donnell and his staff continue their direct outreach to town halls, senior centers and civic groups across Norfolk County to provide Registry services. Register O'Donnell held office hours at the Medway Town Hall on March 20th.
- The Registry of Deeds newly renovated full service telephone and walk-in Customer Service and Copy Center continues to provide residents and businesses with quality service in all areas of Registry operations.
- Electronic recording continues to expand with 26,687 documents recorded electronically and 3 million in recording fees collected in 2014.
- The internet library of images, accessible to the public through the Registry of Deeds' online research system at [www.norfolkdeeds.org](http://www.norfolkdeeds.org), continues to expand. Today, all documents dating back to the first ones recorded in 1793 are available for viewing.
- This year, numerous technological improvements were implemented including upgrades to the registry server and network infrastructure. The Registry's website, [www.norfolkdeeds.org](http://www.norfolkdeeds.org), is routinely updated and enhanced to include the latest resources such as real estate statistics and news, answers to frequently asked questions and the newest consumer programs available to the public.
- Continued improvements were made to the physical and structural appearance of the historic Registry Building, built in 1903, highlighted by the installation of a new phone system throughout the facility, along with additional shelving units to meet future document storage demands.
- Register O'Donnell hosted several free computer seminars at the Registry to provide hands-on-training to the public, including trade groups, on how to access land record information using the Registry's new website technology.

## **Medway Real Estate Activity Report January 1, 2014 – December 31, 2014**

During 2014, real estate activity in Medway saw increases in total sales volume and average sales price.

There was a 22% decrease in documents recorded at the Norfolk County Registry of Deeds for Medway in 2014, resulting in a reduction of 731 documents from 3,277 to 2,546.

The total volume of real estate sales in Medway during 2014 was \$82,965,147, which showed a 12% increase from 2013. The average sale price of homes and commercial property was up 2% in Medway. The average sale was \$400,797.

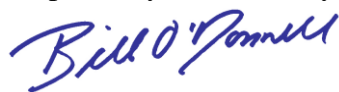
The number of mortgages recorded (546) on Medway properties in 2014 was down by 29% from the previous year. Total mortgage indebtedness decreased by 73% to \$131,949,884 during the same period.

There were 4 foreclosure deeds filed in Medway during 2014, representing a 100% increase from the previous year when there were 2 foreclosure deeds filed.

Homestead activity decreased by 8% in Medway during 2014 with 227 homesteads filed compared to 248 in 2013.

Finally, our objective at the Registry will always be to maintain secure, accurate and accessible land records for the residents and businesses of Norfolk County. It is a privilege to serve you.

Respectfully submitted by,



William P. O'Donnell  
Norfolk County Register of Deeds



## **Report of Medway Open Space Committee for Calendar Year 2014**

### **Projects –**

Canoe Launch - The Open Space Committee worked closely with Town Boards and the State Fish and Game Commission to complete a canoe launch and handicap accessible fishing pier on the Charles River off of lower Village Street. The launch will be named Bresnahan's Landing" in accordance with the deed conveyed to the town. Bruce Hamblin worked closely with the State Fish and Game over several years to get the funding and the project plan completed. The project was completed at no cost to the town.

Additional plantings and seating bench are planned for 2015.

Amphitheater – The walking trail has been completed around the perimeter of this 4-acre parcel located on the Charles River behind and west of the town hall. Parking is provided off of the Sanford Street entrance. Work continues on clearing invasive trees and shrubbery. Future parking off of Village Street and walking access is being researched.



Amphitheater





### Amphitheater

Briggs Property purchase completed - This parcel will be used for both active and passive recreation. It is contiguous to the High School and High School fields. Two Turf fields have already been installed with a gazebo for sitting between them.

Started in late fall of 2014, the walking trail from this parcel to Choate Park is being built with an estimated completion date in early 2015.

Signage - 5 kiosks have been purchased to be placed at: Idylbrook, Choate, new canoe launch, Briggs Trail and Oakland Field. These will have a map of all Medway Open Spaces as well as information on the activities available at that specific location.

The committee coordinated with the Department of Public Services installing the kiosks. Maps and trail information is being created to post on the kiosks for 2015.

A brochure and individual trail maps/descriptions are in the process of being developed – these will be available in hard copy and as PDFs on the town website.

The committee has consulted with various town boards on the Millstone Community project in helping to determine open space and trail access/location.

Respectfully submitted,

Tina Wright

Chair, Medway Open Space Committee



Beaver Dam at Idylbrook

## **MEDWAY PLANNING & ECONOMIC DEVELOPMENT BOARD 2014 ANNUAL REPORT**

**OVERVIEW** – The mission of the Medway Planning and Economic Development Board (the Board) is to develop policies, program initiatives and zoning provisions to guide the future development of Medway in ways that are consistent with the vision and values outlined in the 2009 Medway Master Plan. We do that by providing planning support, planning advisory services and coordination of town officials, boards, and committees on issues involving land use, zoning, economic development, affordable housing, open space and land preservation, land management, development/redevelopment, smart growth, sustainable development, and public transportation.

The Town's adoption of a Charter in the spring of 2008 resulted in an expansion of the Board's role to include *economic development*. To that end, we work to try to meet the mandate of the new charter and provide leadership to expand the Town's economic development efforts in partnership with the Medway Economic Development Committee whose members are appointed by the Board.

The Board endeavors to serve the Town of Medway with the highest degree of consideration for Medway's citizens by preserving the community's land/natural resources while also working to facilitate economic development investment in Medway.

State law authorizes municipal planning boards to review and approve subdivisions, recommend street acceptance to Town Meeting, update the *Medway Zoning Map*, issue special permits, recommend amendments to the *Medway Zoning Bylaw*, and conduct Scenic Road public hearings. Pursuant to the *Zoning Bylaw*, the Board serves as the special permit granting authority for Adult Retirement Community Planned Unit Developments (ARCPUD), Open Space Residential Developments (OSRD), rehabilitation projects in the Adaptive Use Overlay Districts (AUOD), and mixed use developments in the Commercial I zoning district. The *Zoning Bylaw* also authorizes the Board to review and act on all applications for site plan approval.

The Town's Planning and Economic Development Coordinator is available for meetings with prospective developers, consultants, and residents as they consider development options for their property. The Office organizes briefing sessions for developers to meet with Town of Medway department heads to discuss development projects on an informal, pre-application basis. The Board is available for informal/pre-application discussions with prospective developers; those are scheduled to occur during a regular Board meeting and the Town's other land use boards/committees are invited.

**BOARD COMPOSITION** – The Board is comprised of five elected members and an Associate Member who is appointed jointly by the Board of Selectmen and the Planning and Economic Development Board. At the May 2014 election, Medway's voters re-elected Andy Rodenhiser and Bob Tucker to serve three year terms through May 2017. Following the 2014 general election, the Board selected its officers for the next 12 months. Andy Rodenhiser was re-elected to the position of Chairman, Bob Tucker was re-elected to serve as Vice-Chairman, and Tom Gay was re-elected to serve as Clerk.





*Planning and Economic Development Board Members:  
Rich Di Iulio, Karyl Spiller-Walsh, Bob Tucker, Andy Rodenhiser, Matthew Hayes and Tom Gay*

**MEETINGS** - The Planning and Economic Development Board meets regularly on the second and fourth Tuesday evening of each month at 7 pm in Sanford Hall at Medway Town Hall. Additional meetings are scheduled, usually on Tuesday nights, when the workload necessitates. During 2014, the Board held 38 regular and special meetings including joint meetings with other boards or committees. Included within those meetings were public hearings for proposed site plans, open space residential developments (OSRD), subdivisions, amendments/modifications to previously approved plans and decisions, and proposed amendments to the *Medway Zoning Bylaw*.

**COLLABORATION** – The Board continued its efforts to improve communication and promote collaboration with other Town boards, committees and departments. The Board is represented on the Community Preservation Committee, Energy Committee, Design Review Committee and the Economic Development Committee. A Board or staff member serves as a liaison to the following Town boards/committees – Conservation Commission, Board of Selectman, Open Space Committee, and Capital Improvements Planning Committee. We also continue to work toward positive relations with other Town boards and departments which are impacted by the Board’s activity including the Treasurer/Collector’s office, Assessor’s office, Building Department, Department of Public Services, Zoning Board of Appeals, and the Fire and Police Departments.

## **2014 KEY ACCOMPLISHMENTS**

- Continued to amend the *Medway Zoning Bylaw* – The Board proposed and Town Meeting established provisions to regulate medical marijuana treatment centers (May 2014) and approved amendments to the Commercial I zoning district (November 2014). The Commercial V zoning district was enlarged slightly at the November Town Meeting and the *Medway Zoning Map* was modified to reflect that.
- Worked toward resolving street acceptance issues for the Green Acres/Willow Green Subdivision. The November 2014 Town Meeting voted to accept Azalea Drive and Morningside Drive.
- Completed review of a major site plan and special permit for the development of a Cumberland Farms at the southeast corner of Routes 109 and 126.



## **SUBDIVISIONS**

- **Applegate Farm** (Applegate Road) - During 2014, an application was filed to modify a previously approved subdivision plan for Applegate Farm, a 22 lot subdivision at the northeast corner of Coffee and Ellis Streets. Infrastructure construction continued. The Board approved a plan modification to revise the plan to reflect changes to the stormwater drainage system to manage stormwater flow from Virginia Drive across Ellis Street onto the Applegate property.
- **Bay Oaks** (Dover Lane) – 4 lots at 104 Fisher Street approved in 2012. Roadway and infrastructure construction is complete.
- **Fox Run Farm** (Morningside Drive) – House construction was completed and Town Meeting voted to accept the street. This development is located off of the east side of Holliston Street. Four of the twelve units are affordable.
- **Hartney Acres** (Newton Lane) – 8 lot subdivision east of Nobscott Road. House construction is completed. Street acceptance during 2015 is anticipated.
- **Norwood Acres** (Trail Drive) – 2 lot subdivision off of the west side of Summer Street. Site clearance and infrastructure was completed and house construction began.
- **Pine Meadow II** (Pine Meadow Road/Lantern Lane) - 7 lot subdivision off of Fisher Street approved in 2005. Infrastructure construction is completed. House construction has commenced.
- **25 Summer Street** (Summer Valley Lane) – 2 lot, private way subdivision on the west side of Summer Street. Construction work on the roadway and infrastructure and homes was completed.
- **Village Estates** (Bedelia Lane) – 2 lot private way subdivision located off the north side of Village Street. No construction has occurred on the roadway or infrastructure.

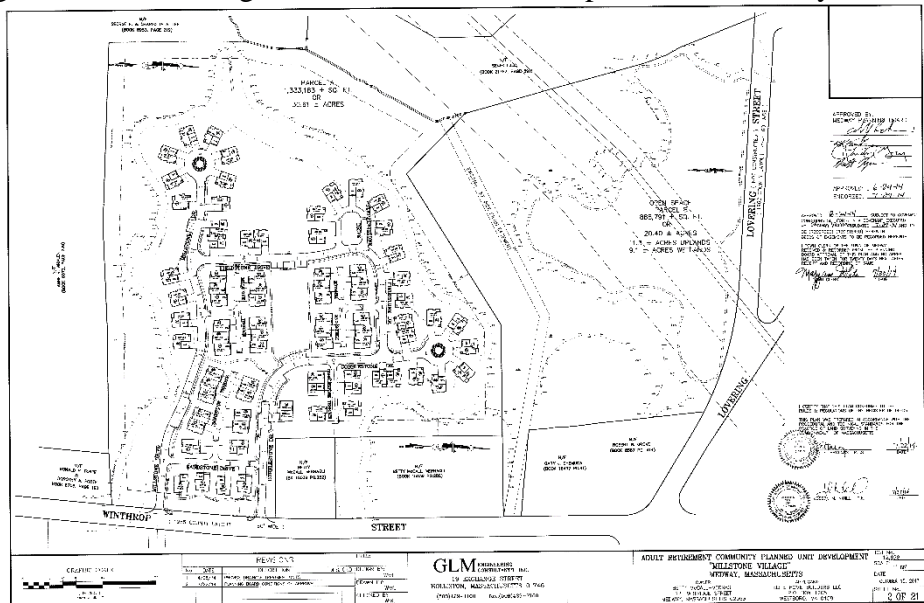
During 2014, the Board reviewed 9 applications for **Subdivision Approval Not Required (ANR) Plans**. ANR plans were endorsed for the following properties:

- 4 & 6 Fern Path
- 25 Milford Street
- 53-57 Milford Street
- 70 & 76 Oakland Street
- 129R Lovering Street
- 153 Holliston Street

## **ADULT RETIREMENT COMMUNITY PLANNED UNIT DEVELOPMENTS (ARCPUD)**

An ARCPUD is a planned residential development for residents 55 years of age and older. In June 2014, the Board approved an ARCPUD special permit for a 51 acre site at Winthrop and Lovering Street for **Millstone Village**. The development will include 80 residential condominiums in 53 buildings comprised of single family homes, duplex townhouses and triplex townhouses; 3,270 linear feet of privately owned roadway (Millstone Drive and Millstone Court, Cobblestone Drive and Cobblestone Court, Fieldstone Drive and Fieldstone Court, Steppingstone Drive and Sandstone Drive); sewage and water service; drainage/stormwater management facilities; 20.4 acres of dedicated open space with walking trails

available to the public; paved sidewalks; a community house; and associated parking and landscaping. Site access and egress will be from Winthrop Street, a Medway Scenic Road.



*Millstone Village Site Plan*

Infrastructure construction commenced during the summer of 2014 along with the construction of four homes facing Winthrop Street and the community building. The development will be constructed in phases and will include eight affordable dwelling units.

## **OPEN SPACE RESIDENTIAL DEVELOPMENTS (OSRD)**

In May 2009, the Board granted an OSRD Special Permit and approved a Concept Plan for the **Williamsburg Condominium** development for nine duplex buildings (for a total of 18 residential dwellings) located on a 13.86 acre site at 66A, 70, 70R and 72 West Street. Site improvements included construction of a sixteen foot wide one-way private way/driveway that is approximately 1,134' long, 1,200 linear feet of interior sidewalks/pathways, connection to Town sewer and water services, and associated stormwater drainage facilities.

In September 2009, a new property owner filed the application for the required Definitive OSRD Plan. That plan was approved and construction commenced during 2010. The infrastructure has been completed. Fifteen residences have been sold; three are under construction. Two of the eighteen residences are affordable. 8.7 acres of open space will be conveyed to the Town and will be accessible to the general public.



*Duplex townhouses at Williamsburg*

***Charles River Village*** – In March 2011, the Board approved an OSRD special permit for a 13 unit, single family, cottage style condominium community on a 7.8 acre site at 6 Neelon Lane abutting the Charles River. That decision was appealed by an abutter. During 2012, the lawsuit was withdrawn and the applicant filed for approval of the Definitive Plan which was approved. The special permit was modified in April 2013 reducing the number of units to 11. Infrastructure has been completed. Home construction began in 2013 and continued through 2014; 8 properties have been sold and 3 are under construction. The development includes 4+ acres of open space that will be conveyed to the Town of Medway and will be accessible to the public.



*Cottage style condominiums at Charles River Village*

***SITE PLANS*** - During 2014, the following site plan activity occurred:

***Thayer Homestead, 2B Oak Street*** – The Board approved the site plan application for this Town initiated project in May 2013. The site is located adjacent to Choate Park. Construction commenced and concluded in 2014. The project included:

- rehabilitating the existing structure for use for small meetings and a caretaker's residence
- constructing a 3,600 sq. ft. sympathetic addition including restrooms and a caterer's kitchen for community use for public and private events

- creating more appropriate and safer site amenities including the addition of 22 paved parking spaces, landscaping, sidewalks, lighting, stormwater management/drainage facilities and other pedestrian amenities.



*Medway's Thayer Homestead*

***Cumberland Farms, 38 Summer Street/41 Milford Street*** – The Board conducted an extensive public hearing process for special permit and site plan approval for a convenience store and vehicular fueling facility on a 1.35 acre portion of the site previously occupied by Medway Gardens at the southeast corner of Routes 109 and 126. In February 2014, the Board issued a special permit and granted site plan approval for a 4,513 sq. ft. convenience store with a four pump (eight fueling positions) gas canopy, access/egress via one curb cut on Summer Street and two curb cuts on Milford Streets, extensive landscaping, lighting, outdoor seating, parking, stormwater management facilities, and site amenities. Construction commenced and proceeded quickly; the store opened in September 2014.



*Cumberland Farms*



***Tri Valley Commons, 72 Main Street*** – During 2013, the Board conducted an extensive site plan review public hearing for a proposed 34,000 sq. ft. shopping center to be located on property on the north side of Route 109/Main Street between Charles River Bank and Papa Gino's. In July 2013, the petitioner withdrew its application thus halting the Board's site plan review process. In July 2014, a new developer submitted a site plan application to the Board for a very similar development. In September 2014, that developer withdrew its application. The Board anticipates reviewing a revised site plan project from the same developer during 2015.

***Starbucks at Medway Commons*** – The Board conducted a public hearing and approved a proposed modification to the previously approved site plan to authorize a drive-thru aisle and construction of a take-out window for the Medway Starbucks. Construction commenced in early 2014 and was completed soon thereafter.



*New Drive-Thru aisle and window at Starbucks at Medway Commons*

***The Learning Tree Center, 157 Main Street*** – The Board conducted a public hearing and approved a site plan for an expansion of The Learning Tree Center. Construction is underway on a two story, 4,160 sq. ft. addition to the back/south of the existing child care center. The addition will provide classroom space on the upper level and an indoor play area on the lower level. Planned site improvements include stormwater drainage, exterior lighting, landscaping, and measures to ensure protection of adjacent wetland resources. The site is .76 acres in size. The parcel has rights to use a 20 foot wide right of way on the adjacent property at 155 Main Street to Evergreen Street. Construction commenced in September and has advanced quickly.



*Building Addition at The Learning Tree Center, 157 Main Street*

***Athletic Fields*** – The Board conducted a public hearing and approved a site plan for the development of two multi-purpose rectangular synthetic turf fields located on property at Medway High School on Summer Street and on adjacent property owned by the Town off of Adams Street. The fields will provide almost year-round use for Medway Public School’s athletic program and for various Medway community sports organization. The project also includes the construction of a 68 space parking lot, installation of a stormwater management/drainage system, installation of stadium/athletic field lighting, and associated site work (*driveways, curbing, landscaping, parking lot lighting, sidewalks, pavilion, and walking trails.*)

***ADAPTIVE USE OVERLAY DISTRICT (AUOD) SPECIAL PERMITS*** – An Adaptive Use Special Permit provides for the commercial and mixed use of residentially zoned property, in scale with the surrounding homes, on portions of Main Street/Route 109 between Mechanic Street and Elm Street and in the area around Medway Village. No adaptive use special permit applications were received during 2014.

***STREET ACCEPTANCE*** –The Board and the Board of Selectmen have established a policy to accomplish street acceptance for at least one of the long-standing, unaccepted subdivisions per year. During 2014, the Board directed its attention to the Mayland Woods subdivision, the Azalea Drive portion of the Green Acres/Willow Green subdivision, and the Fox Run Farm subdivision. As previously indicated, Azalea Drive and Morningside Drive were accepted as Town Streets at the November town meeting.

***SCENIC ROAD WORK PERMITS*** – Medway has designated 25 roadways as official Medway Scenic Roads. To protect the scenic/rural quality of these roadways, efforts are made to preserve the trees and stone walls that are located in the right of way of these Town streets. Whenever construction occurs on a scenic roadway that would result in the removal of trees or the destruction of stone walls that are located in the Town’s right of way, the Medway Planning & Economic Development Board and the Tree Warden are required to conduct a public hearing and issue a Scenic Road Work Permit. During 2014, the Board granted one scenic road work permit associated with the development of the Millstone Village adult retirement community on Winthrop Street. This pertained to removal of trees in the right of way on the west side of Winthrop Street which was necessitated by the construction of an access roadway for the new development.

***PERSONNEL*** – Medway’s Planning and Economic Development office is staffed by Susy Affleck-Childs who works full time as the Planning and Economic Development Coordinator and by Administrative Assistant Fran Hutton Lee whose time is split between the Planning/ Economic Development office and the Building Department. Amy Sutherland serves as the Board’s recording secretary to take notes and produce minutes of Board meetings.

Gino Carlucci, of PGC Associates in Franklin, is the Town’s consulting planner. His help has been instrumental in assisting the Board to review commercial and residential development plans and to draft proposed amendments to *Medway Zoning Bylaw*. He participates in various regional planning and economic development organizations including the 495 Partnership and chairs the Southwest Area sub-region of the Metropolitan Area Planning Council. Gino is a staunch advocate for Medway throughout the region and always represents us well.

Tetra Tech, based in Framingham, serves as the Town's engineering consultant. The Board was capably assisted during 2014 by professional engineers Dave Pellegrini and Sean Reardon and by engineer Steve Bouley and other specialized Tetra Tech staff with particular expertise in traffic engineering and stormwater management. Tetra Tech prepares technical engineering reviews for all development projects that are before the Board to ensure that development plans meet the Town's standards and regulations. Tetra Tech also conducts site inspections during the construction of roadways and infrastructure for subdivisions and other development projects. Tetra Tech serves as the Board's eyes on the ground to ensure that roadway and infrastructure construction are completed in accordance with approved plans.

The Board is most appreciative of Town Counsel Barbara Saint Andre of Petrini and Associates for her ready advice and assistance as we attempt to craft creative zoning initiatives and manage the legal details of subdivisions, special permits, performance security, and street acceptance. A high commitment to protecting the Town's best interests is inherent in all her work and we appreciate Barbara's diligence and care.

In late 2014, the Board was pleased to welcome Stephanie Mercandetti as the Town's first Director of Community and Economic Development and looks forward to benefitting from her expertise as she guides the Town's various land use boards/committees toward improved collaboration and streamlined permitting. Welcome aboard!!

We sincerely appreciate the staff and consultants with whom we work for their steadfast service to Medway's Planning and Economic Development Board and office. They are a great team.

## **2015 PRIORITIES**

- Propose a recodification of the *Medway Zoning Bylaw* for consideration at the 2015 Annual Town Meeting along with proposals for a new business transition zoning district and a special permit option for multifamily housing.
- Review and act on a revised site plan for a commercial development proposal at 72 Main Street/Tri Valley Commons.
- Review and act on a special permit application for a senior living community to be comprised of independent living cottages and apartments, assisted living apartments and memory care apartments.
- Initiate a process to evaluate the Town's progress toward meeting the goals and objectives of the 2009 *Medway Master Plan*.
- Update Medway's *Design Guidelines* to incorporate graphics and illustrations to better communicate the desired aesthetics the community seeks for development projects.

**CLOSING COMMENTS** – We believe Medway is on the cusp of some key development opportunities that will invigorate and excite the possibilities for future generations of Medway's residents.

This Board believes that good results come from good planning. With that philosophy, we hope that the community will continue support us as elected officials and embrace the fundamental soundness of good planning and engineering practices. With each passing year, the build-out of more of Medway's land continues. It becomes even more imperative that Medway be vigilant in its efforts to grow smartly. This is how we endeavor to serve.

We will continue to work toward a vision that establishes and promotes a more diversified tax base for Medway, thereby creating a more economically stable community for us. We will do that by utilizing proper planning techniques, giving attention to design elements that make our community attractive, respecting residents' opinions and perspectives, and balancing the community's vision with private property rights. Past Planning Boards built the platform on which the current Planning and Economic Development Board bases its work. They developed and promoted the adoption of zoning bylaw amendments to expand the available supply of commercially zoned land and a broader range of business types. Other zoning changes allowed for alternative housing options such as adult retirement communities and open space subdivisions. More recently, the Town approved new parking provisions and mixed use provisions for the Commercial I zoning district that are more progressive and business friendly.

I would like to recognize the hard work of the allied land-use committees with whom we directly collaborate - the Design Review Committee, Open Space Committee, the Affordable Housing Committee and Trust, and the newly established Medway Redevelopment Authority. I encourage you to read their individual annual reports for highlights of their activities during 2014.

It has been my privilege and pleasure to serve Medway during 2014 with my fellow Board members Tom Gay, Chan Rogers, Karyl Spiller-Walsh, Bob Tucker, Matt Hayes and Rich Di Iulio. I admire their dedication and thank them for providing their time, talents and thoughtful perspectives. I especially want to thank Vice Chairman Bob Tucker for his support and always being available to step in to run Board meetings when I wasn't able to participate.

On behalf of the full Board, I want to thank the citizens of Medway for electing us to guide the growth and development of this wonderful community we call HOME!

Respectfully submitted,

*Andy Rodenhiser, Chairman*



## **Report of the Medway Redevelopment Authority**

The Medway Redevelopment Authority (MRA) is an independent municipal urban renewal authority established by the Town of Medway in 2014, in accordance with Massachusetts General Laws, Chapter 121B. The Authority is governed by five members, four of whom were elected on May 20, 2014 and one of whom was appointed by the Governor on August 8, 2014. The members are as follows: Andy Rodenhiser, Chairman (2016); Michael Griffin, Vice Chairman (2018); Douglas Downing, Treasurer (2019); Ray Himmel, Member (2017); and Paul Yorkis (State Member, 2019).

The mission of the Medway Redevelopment Authority is to encourage reinvestment by means of development of underutilized areas that will lead to job creation, added housing opportunities, a mix of commercial and industrial uses, an improved tax base, and a better quality of life for all residents of Medway. The MRA will function as a catalyst in fostering public/private partnerships. The initial focus is on the Oak Grove area, also known as the “Bottle Cap lots”.

During 2014, the MRA devoted its time getting organized, developing a work plan for the Oak Grove project, and obtaining a Town Meeting appropriation of \$80,000 to develop an Urban Renewal Plan. The MRA received its Certificate of Organization from the Secretary of State in September 2014.

The MRA generally meets on the fourth Wednesday of each month at 7:00PM at the Medway Senior Center. All meetings are open to the public.

I would like to thank our consultant Rob Hubbard, who passed away in November, for his guidance and assistance in helping the MRA get started.

Respectfully submitted,

Andy Rodenhiser, Chairman

## **Report of the Town-Wide Energy Committee**

The Medway Energy Committee is charged with investigating, studying, recommending, and advocating viable methods for achieving energy conservation and for using renewable sources of energy within the Town and Medway community.

This includes:

- Establishing energy inventories for the Town and setting goals for energy reductions
- Assessing the scope of energy conservation and renewable energy use in Town buildings and vehicles
- Recommending feasible projects for sustainability, energy and water conservation, and renewable energy use
- Reviewing Town by-laws to promote sustainability, energy and water conservation, and renewable energy use
- Educating and providing outreach to Medway citizens
- Coordinating with various state, federal, and private agencies on sustainability; energy and renewable issues
- Advising and assisting the Town and community to identify and apply for energy and conservation related grants and funding opportunities.

The Committee had a very successful year. Among our accomplishments:

- Gained approval from the Board of Selectmen and assisted the town in hiring a part time Energy Manager for Medway through a Grant from Department of Energy Resources (DOER)
- Purchased a FLIR Thermal Imaging Camera for the Town of Medway. In addition to determining heat loss, the camera can be used to verify the solar panels are generating a significant amount of electricity.
- Incorporated sustainability into the Committee's mission
- Continued to research and put forth Grant recommendations to assist the Town of Medway in achieving our Green Communities Goals
- Continued on the "Greening of Medway" 5-year plan to reduce energy consumption and reduce carbon emissions and the Town's carbon footprint through the installation of energy-efficient equipment in Town and School facilities
- Continued to work with the Planning and Economic Development Board to encourage the use of energy efficient equipment and "green" materials in buildings, encourage the purchase of alternative-fuel vehicles and construction of alternative fueling stations, and allow the development of ground-based solar generation arrays

The Committee looks forward to working productively in 2015 with Town and School departments, and residents, in continuing Medway's progress in improving its use of energy.

Respectfully submitted,

Carey Bergeron  
Chairman, Medway Energy Committee

## **VETERANS SERVICES DEPARTMENT**

Veterans' Services Departments are mandated by State law to be maintained in all communities of the Commonwealth for the sole purpose of assisting Veterans and their dependents in receiving Federal, State, and local benefits made available by the US Government and by the Commonwealth on behalf of their taxpayers. The Towns of Medway, Hopkinton, Holliston and Ashland are part of the MetroWest Veterans' Services District, which is overseen by a Board of Directors. Each community's Board of Selectman appoints a representative to this board. A chairman is selected by the members of the board.

As the Burial Agent for each community, we insure for the proper interment of veterans and work closely with each community's Graves Officer to insure compliance with applicable general laws, regulations and policies.

The district operates 5 days a week and our mission is to advocate on behalf of all the Veterans and their eligible dependents, to provide them with top quality support services in obtaining earned benefits and entitlements from Federal, State and local agencies.

### **Our Top Priorities:**

- Work closely with each town departments with advice and assistance pertaining to veterans' issues
- Provide direct emergency financial assistance to those veterans and their dependents that are in need

### **On-going goals:**

- Consolidate veterans' records to one location and populate the district database
- Maximize the use of electronic media where practical and feasible

Demand for services continues on a steady increase. At many times, the demands for services have exceeded the district's capacity to respond or assist in a reasonable timeframe.

This year, the district processed 48 requests for financial assistance under Chapter 115 M.G.L., totaling \$204,312.96 in benefits paid to eligible veterans and families.

There were over 40 requests for assistance in filing VA Claims ranging from service connected disabilities to pensions and Dependents Indemnity Compensation, with 18 (known) claims being completed by the VA. For 2014, an estimated \$1,052,797.00 in VA compensation benefits had been received by veterans and widows residing in the district.

John Weglage, the District's Veterans Agent, retired on October 1. I would like to thank him for his two and a half years of dedicated service to the veterans of our communities. "Bravo Zulu" (Navy Term for job well done).

Respectfully submitted,

JOHN T. GIVNER, Director, Veteran Services  
MetroWest Veterans Services District

## **MEDWAY SCHOOL DEPARTMENT**

### **EXPECTATIONS THAT SUPPORT STUDENT LEARNING**

All educators will:

- Act upon the belief that, with appropriate supports, every student can achieve at high levels.
- Share responsibility for the learning of all students by actively collaborating with colleagues.
- Personalize and differentiate instruction to engage and challenge each learner.
- Model for students the core values of respect, perseverance, integrity, responsibility, and tolerance.
- Provide safe and supportive schools.

All students will:

- Exhibit the core values of respect, perseverance, integrity, responsibility, and tolerance.
- Be active and engaged members of the school community.
- Take appropriate risks and believe that hard work and persistence are the keys to successful learning.
- Collaborate with others to solve problems and accomplish goals

Parents will:

- Be supportive of and participate actively in PreK-12 school programs.
- Ensure that students come to school on-time, prepared, rested, and ready to learn.
- Partner with teachers to support their children's learning.
- Support their children's efforts to build skills as independent learners.

The community will:

- Provide resources to support a balanced program of academics, arts, athletics, and co-curricular programs.
- Support school and student learning partnerships with community businesses and organizations.

### **EXPECTED LEARNING OUTCOMES**

All students will:

- Meet or exceed grade-level essential learning outcomes/content standards.
- Communicate effectively and appropriately, both orally and in writing.
- Define and solve complex social and academic problems independently and in teams.
- Use technology for communicating and learning.

## **Medway School Committee**

On behalf of the students and parents of Medway, as well as the Medway community, the school committee wishes to express its appreciation to Dr. Evans for her leadership of the school district for the past seven years. It is with regret that the school committee has accepted her letter of resignation which is effective at the end of the current school year. Dr. Evans has been a tireless advocate for our students. During her tenure she initiated operational and organizational changes within the district which have narrowed student achievement gaps and expanded the capacity of our students to maximize their potential. Medway is now nationally recognized as a high performing school system because of her vision for our schools. We wish her well as she takes on her new responsibilities as the Superintendent of Schools for Winchester.

The school committee has selected Dr. Armand Pires to be the interim superintendent of schools for the 2015-2016 school year while a superintendent search is conducted.

Diane M. Borgatti, Chairman  
Cynthia Sullivan, Vice-Chairman  
Carole Bernstein  
Richard Eustis  
Dawn Rice-Norton

## **Report of the Superintendent of Schools**

The Medway Public Schools continue to be classified as very high-performing, as measured by aggregate performance on the 2014 MCAS assessments in grades 3-10, on Advanced Placement exams, and on other standardized tests. As a district, Medway remains one of the state's highest-performing public K-12 organizations.

The district welcomed Dr. Armand Pires to the role of assistant superintendent of schools from his previous role as director of curriculum, instruction, and assessment. Cari Perchase was named principal of Medway Middle School after having served as interim principal, and Paul Amsden was named interim middle school assistant principal.

Please refer to individual school summaries for a list of the each school's many accomplishments, which include multiple recognitions by several national media outlets that Medway provides one of the best state and/or national public school educational experiences possible. In recent years, the district has focused on increasing opportunities for our students to excel academically, in the fine and performing arts, on the athletic field, and through service learning. In an era of diminished resources, the town and community members have been generous in support of our students.

As I reflect on my experience as superintendent for the past seven years, I could not be prouder of all we have accomplished together. I will always treasure my time in Medway and remain appreciative of the wonderful community, staff members, administrators, and students.

The school department and school committee remain committed to using available resources to provide the best possible quality of education for the students of Medway. We greatly appreciate the support of town boards, municipal officials, parents, and community members and look forward to continuing to work in partnership with all constituent groups to provide “excellence for all through learning.”

Respectfully submitted,  
Judith A. Evans, Ed.D., Superintendent

### **Medway High School**

Medway High School enrolled, on average, 798 students over the 2014 calendar year. There were 187 members in the class of 2014, and 92% attended post-secondary education in the months following graduation.

The performing arts program in 2014 included a children’s play, *Wiley and the Hairy Man*, and the musical, *Little Shop of Horrors*.

In the fall of 2014, Medway High School was visited by three visiting scholars from China, who shadowed teachers and lived in the community for three weeks.

During 2014, band and chorus students auditioned for the Central District Senior Music Festival. Eight students were accepted, six from chorus and two from band. The student from band and five from chorus also received an All-State Recommendation and will be auditioning in January 2015 for the All-State Band and All-State Chorus. Nine students were also recognized in the Boston Globe Scholastic Art Awards, earning one Silver and one Gold Key, with seven Honorable Mentions.

Other changes implemented this year included:

- Elimination of a written exam for students wishing to enroll in honors-level classes in grade nine. There was no discernable difference in student performance as a result, and the change eliminated the stress created by the test, as well as the teacher time to create, administer, and grade the exams.
- New courses included: genocide studies, speech and debate, principals of biomedical sciences, civil engineering, and a revamped introduction to journalism.
- Band and chorus students are able to earn honors credit.
- Introduction of the service distinction diploma, which recognizes the community service of students during their four years of high school. Ninety students from the class of 2014 earned this distinction.

Medway High School was recognized by several prestigious, nationally-recognized organizations, including:

**The Washington Post:** Medway High is One of America's Most Challenging High Schools.

Ranked #20 in Massachusetts and #799 nationally.

**Newsweek** as one of America's Top High Schools 2014.

Medway High School is ranked 213 nationally.

**Boston Magazine's** Best Public School in Boston 2014.

Medway High School is ranked 45  
**The Daily Beast** as one of America's Top High Schools 2014.  
Ranked 215 nationally.

**Nerdwallet.com** recognized the Medway Public Schools as the Best School District for Your Buck in Massachusetts 2014

The Medway High School faculty and staff thanks the community for its continued support in making our school one of the best in the state of Massachusetts.

Respectfully submitted,  
Dr. Douglas Dias, Principal

### **Middle School**

Medway Middle School currently serves students in grades 5-8. Middle schools seek to provide students with a safe and nurturing learning environment that supports students academically, emotionally, and socially. The goal of the middle school is to support students during an often tumultuous time in their development. In the end, the goal is to provide a strong middle level education experience that has provided students with the requisite skills to become independent learners.

Medway Middle School has continued to perform well on the Massachusetts MCAS assessments. Medway Middle School scored at the 93<sup>rd</sup> percentile of all middle schools in Massachusetts and has been identified as a Level 1 school by the Massachusetts Department of Elementary and Secondary Education. Through the efforts of the dedicated faculty and staff, Medway Middle School continues to make significant progress towards meeting its annual Progress and Performance Index (PPI) goal.

The students of Medway Middle School and the residents of the town continue to benefit from the phased construction project that was generously support by the residents of the Town of Medway, the Massachusetts School Building Authority, and the Middle School Building Committee. This past summer, the final phase of the project was completed with the updates to the parking lots, including paving, increased lighting, and fencing/gating of the gravel lot. The Middle School Building Committee, chaired by Mr. Larry Muench, disbanded this November as the group had met the requirements of the Massachusetts School Building Authority. It is evident by the improvements made to the building and campus that the students and residents of Medway will be well served by the building for many more years to come.

The students of Medway Middle School continue to benefit from increased access to technology. The administrative team at the middle school works closely with the director of technology to further enhance the educational experience of students through technology. This task is made easier by the improvements to the technology infrastructure. We are in our second year of our mobile device study group. The first cohort of participants was joined by an additional eight teachers to explore the benefits of integrating different mobile devices into instruction. The participating teachers have been provided five student devices and a teacher device in order to integrate technology. In addition, we have created a group of resident experts who are able to



assist all faculty members with increasing technology integration, which has benefited all students.

Finally, the Mandarin program that was initiated in the fall of 2012 has continued to provide students the opportunity to learn a non-western language. Students in grades 5 through 8 have the opportunity to continue their study of Mandarin. This year, we were also able to offer students in grades 7 and 8 an opportunity to participate in Project Lead the Way. Project Lead the Way is a pre-engineering curriculum that provides students the opportunity to follow the engineering process from design to product. This year, students participated in the second course, Design and Modeling. We are looking forward to providing all students the opportunity to participate in the pre-engineering curriculum in the future.

Medway Middle School is fortunate to be so well supported by the community. The faculty and staff of Medway Middle School would like to thank the Medway Middle School Council, the Medway Secondary Home and School Association, the Medway Foundation for Education, and the Medway community for their continued support.

Respectfully submitted,  
Cari Perchase, C.A.G.S., M.Ed., Principal

### **Burke-Memorial School**

Burke-Memorial School is home to Medway's second, third and fourth grade students and serves 487 children. The school houses 159 students in the second grade, 163 in the third grade, and 165 in the fourth grade. There are eight sections at each grade level at Burke-Memorial School.

Students participate in all state-required content curriculum and special-subject courses. English/language arts, including reading, writing, speaking and listening, are taught daily. Students participate in writers' workshop lessons. Select classrooms are piloting the use of readers' workshop this year, as the school prepares to transition to a full workshop model in English language arts during the 2015-2016 school year. The *Everyday Math* program is the core mathematics curriculum in the elementary grades. Science and social studies content is both integrated into the English/language arts curriculum and taught as independent subjects. Third and fourth grade students receive hands-on science/technology instruction by a science specialists. Students participate in this integrated, paperless science/technology class three times a week. Second grade students receive science instruction from their classroom teacher. Students in second grade also receive technology instruction once a week. All students receive weekly lessons in art, music and physical education. Students also visit our school library each week. Burke-Memorial school houses two computer labs and a variety of electronic mobile devices including, iPads, laptops, Chrome books and interactive projectors. Additionally, technology instruction is integrated into classroom instruction. All students participate in the Open Circle Social Competency Program.

Medway elementary teachers receive ongoing professional development in order to stay current with the state curriculum and other mandates. During the 2014-2015 school year, elementary teachers are receiving training in the Massachusetts Curriculum Frameworks, the Reading

Workshop Model, and the use of technology to enhance instruction. In addition, staff members are receiving professional training in bullying prevention, social thinking, and other various special education topics.

Support provided by the Medway Elementary Parent Teacher Organization (MEPTO) is an integral piece of the learning package. This year, MEPTO funds purchased walkie-talkies to enhance in-school communication, poster makers and laminators to assist teachers, and recess equipment for our students. Additionally, through fundraising activities, MEPTO offers many extra-curricular activities for the students, including field trips, in-house enrichment programs, Junior Great Books, and community events. Medway's community education department offers additional after-school programs in homework help, mathematics enrichment, creative writing, study skills, art, music, theatre, and sports.

Respectfully submitted,  
Amanda Luizzi, Principal

### **John D. McGovern Elementary School**

The elementary schools in Medway completed a grade reconfiguration last year. Currently, elementary school students in Medway are distributed between two schools: John D. McGovern and Burke-Memorial Elementary Schools. All of the children in the same grade are assigned to the same building. The John McGovern School is now the early childhood school for the district. It offers integrated preschool classes five days per week with both morning and afternoon preschool sessions offered. There are currently 47 students in the preschool program. There are six full-day kindergarten classes and one half-day (a.m.) kindergarten class serving 138 students. McGovern School also has eight first grade classes serving 165 students, with a total of 350 students currently enrolled at the McGovern School.

Orientation events and tours of the building are held for students transitioning to the McGovern School. Welcoming events, in the form of a Kindergarten Playground Night, tours, and orientation are offered to parents and students entering kindergarten.

On behalf of the students and faculty at the Medway elementary schools, I wish to thank the community for their ongoing support.

Respectfully submitted,  
Peggy Yanuskiewicz, Principal

### **Special Education**

Medway Special Education continued its focus on building and remodeling programs and service delivery around a guiding philosophy of presumed competency and inclusion.

The least restrictive environment for some of our students is a specialized classroom within the school district rather than an out of district placement. The district has continued to develop two

programs: the MOVE program (Medway Opportunities for Vocational Education) and LINKS (linking home, school, and community). The high school houses two programs (MOVE and LINKS), the middle school houses one program (LINKS), and the elementary school houses a LINKS program. Development of these existing programs focuses on adapting the programs to the changing needs of students.

Another component of achieving the vision for students is to ensure that staff members are oriented to that vision and receive appropriate professional development. This year, professional development for teachers and paraprofessionals has included:

- crisis prevention intervention training
- training in assistive technology
- behavior code training for paraprofessionals
- service delivery development
- supporting inclusive literacy environments for students with language difficulties
- social thinking/theory of mind training and curriculum development
- Writing IEPs with the frameworks in mind
- advanced principles of ABA for the classroom

Medway continues to collaboratively implement processes and procedures to support the work teachers do with and for students. A unifying vision ensures that teams use a common lens in which decisions are made. In this way, we continue to work towards the goal that special education should be collaborative, inclusive and transparent.

Respectfully submitted,  
Kathleen M. Bernklow, Director of Student Services

### **Athletic Department Annual Report**

The athletic department is an integral component of the four-year experience at Medway High School. The number of student athletes participating in our programs has been consistent over the past few years: close to 400 in the fall; 200 in the winter; and 350 in the spring. The mission statement of the athletic department reflects the guiding philosophy of the high school: “The athletic department’s mission, in partnership with community, is to foster an environment that encourages the pursuit of excellence for all through participation in sports. The athletic community strives to provide an atmosphere for students to learn life-long skills of teamwork, dedication, self-discipline and above all, sportsmanship. We encourage families to be active supporters of our teams’ efforts by being positive role models that attend events to encourage all to compete to the best of their abilities. We also expect our supporters to be representatives of the Medway school department, displaying good sportsmanship and fostering a positive environment.”

Medway High School competes against the following towns: Millis, Medfield, Dover/Sherborn, Westwood, Holliston, Hopkinton, Ashland, Bellingham and Norton. We also schedule some non-league contests with schools of similar characteristics.

The fall teams were very successful once again. Volleyball, field hockey, cheering, golf, and both soccer teams qualified for the post season. Both soccer teams were the Tri-Valley League champions. Golf finished second in the league. All three of these teams had the league most valuable player on their squad, as well; both head coaches of the boys and girls soccer teams were honored with the league coach of the year awards.

The winter season has begun: the indoor track team has sixty boys and girls ready to compete; our girl's ice hockey program continues to be part of a coop team with Ashland, Millis and Holliston. The parents continue to work hard together to raise funds that allow this self-funded program to continue to gain momentum. The team will compete in South Eastern Mass Girl's Ice Hockey League. The boys hockey team is coming off three very successful years and hoping to repeat as a perennial power. Both of our boys and girls basketball programs continue to offer a solid team experience for all, although the number of girls has decreased and only two levels will be offered again this year. The skill levels continue to improve and our teams should be very successful in the league this year, as well. Medway will continue to participate in two other coops to increase the winter sports offerings: wrestling with Bellingham and swimming with Holliston. New this year is a coop with Millis in gymnastics. Medway has eight students and Millis has three.

The \$235 athletic fee, along with the gate receipts collected, helps to maintain the programs we offer. At this time, we are able to provide the following:

Fall - football (3 levels); girls volleyball (3 levels); girls soccer (3 levels); boys soccer (3 levels); field hockey (2 levels); cheerleading (2 levels); golf (2 levels/coed); cross country/coed.  
Winter - ice hockey (2 levels); boys basketball (3 levels); girls basketball (2 levels); cheerleading; indoor track (coed); girls ice hockey; wrestling (Bellingham); swimming (Holliston); and gymnastics (Millis).

Spring - girls tennis (2 levels); boys tennis (2 levels); girls track (varsity only); boys track (varsity only); baseball (3 levels); girls softball (2 levels); boy's lacrosse (2 levels); girls lacrosse (2 Levels); Ultimate Frisbee (coed).

The fourth year of the Medway Turkey Trot saw 1,200 runners register for the annual event that has grown to bring the Medway community together to start the holiday. The weather impacted attendance to some degree, but close to 1,000 braved the elements. Thanks to the Medway Department of Public Services and the Medway Police Department, along with the 50+ volunteers, the event was flawless. Revenue generated from the race is held by the Turkey Trot committee, and is used to buy replacement uniforms for the high school and middle school teams.

Respectfully submitted,  
Robert Pearl, Athletic Director

## Community Education

The Medway Public Schools Community Education Department is a self-sustaining program that provides educational and enrichment services to all citizens of Medway and to the residents of area towns throughout the year. By incorporating academic, vocational, career enrichment, and a myriad of other courses, the department provides both educational and creative opportunities for people of all ages and ability levels. We are pleased to provide these valuable services, as our program continues to grow and evolve. As part of our approximately one hundred programs offered each of our four semesters, we offer approximately twenty new current trend programs that we feel would be of interest to residents.

We have made some changes to the look of the seasonal (four) brochures that are mailed to every home. Please look for this brochure with its many enhancements, including our new front cover page chosen from artists' submitted entries. We are seeking artists of all ages and skill level to submit their work to be featured on the cover of each brochure. With permission, a biography/story will be on a cover page highlighting the artist chosen.

We now offer summer programs for adults, as well as the many programs offered for children entering grades K-12. All participants enjoyed a very exciting, stimulating and cooling summer with enrichment programs, swimming lessons at the Franklin YMCA, a multitude of fitness/sports programs for all including: golf, tennis, baseball, lacrosse, basketball, track & field, field hockey, Zumba Gold, boot camp, water aerobics, and more. Our weekly *Summer Adventure* program for children entering grades K-6 is a full-day program with an early and/or late day component in order to meet families' needs. Children attending this program also enjoy a twice weekly swim time at the Franklin YMCA. The children enjoyed many special events/guests who travel to Medway to entertain and amaze our children with their talents from clowns and magicians, the Capron Park Zoomobile, science wizardry, storytellers, and a world champion frisbee demonstration and hands-on show.

Community education continues to provide After-school programs throughout the school year at the Middle, Memorial and McGovern schools. The community education department implements, oversees and, when necessary, financially supports these programs. These programs have grown tremendously in offerings and in participation. Thank you to the teachers who have given the time, expertise and creativity in providing these valuable programs to the children of Medway. We are so pleased to have added an after school private music lesson program for children in grades 5-12. This program offers students the opportunity to study their instrument with a professional specialist in a one-on-one setting. This program would not have been possible without the support of the Medway Friends of Performing Arts and Amanda Webster, high school music department teacher.

We are working closely with the Medway Community Farm to provide valuable programs for children and adults, opening the farm to all. The department also partners with area businesses to showcase their talents and expertise in many wonderful workshops.

The Driver's Training Center, in conjunction with our department, continues to provide an excellent comprehensive program for our high school students.

We are in our sixth year of our very successful Medway Day Care Center for Medway Public School staff members' families, and, as space allow, other local families. As director, I am so grateful to the wonderful, hardworking teaching staff of our day care. They are the backbone of this program. Their experience, care and dedication to the children has been of great comfort and gratification to the families we serve.

I have been re-appointed by the superintendent as the Department of Elementary and Secondary Education's Homeless Education Liaison. In this position, I work closely with the Medway House Shelter staff and residents in introducing new students to our district and in making sure their educational needs are met. I also work to make sure the needs of any Medway student, whose family is going through personal or financial hardship and/or may be living with family or friends (doubled up), are taken care of to the best of my ability.

The community education department continues to offer a 15% discount to senior citizens for our classes. We also continue to offer scholarships to citizens of Medway who are facing financial hardship, and we have seen a dramatic increase in this need.

I wish to thank all those who continue to help make the community education programs possible. We have always been very grateful to Dr. Judith Evans, Superintendent of Schools, for all her support and guidance in helping our community education department to flourish. She continues in the tradition of maintaining a tremendous level of support to our department. The school committee has shown their dedication to maintaining the integrity of our department and its programs and for this the department is very grateful. Thank you to the administrators, teachers, and secretaries at each of Medway's schools for their assistance on a daily basis and to the custodial staff for keeping the schools open and clean for our use after school and in the evening. A special thank you to all of our instructors who bring their own distinctive, creative and professional approach to our programs. Their expertise and enthusiasm are important ingredients to our success.

As always, it is a tremendous pleasure to provide enrichment programs for all. We thank the citizens of the town for their continued involvement, participation, and input, all of which enable the Medway Community Education Department to continue to be a valuable resource to the residents of Medway and all nearby communities.

Respectfully submitted,  
Margery Monahan, Director

**Medway Public Schools  
Enrollment History  
October 1**

<b>Grade</b>	2005	2006	2007	2008	2009	2010	2011	2012	2013	<b>2014</b>
<b>K</b>	222	185	209	153	183	162	142	148	144	<b>137</b>
<b>1</b>	219	224	193	211	154	196	160	153	158	<b>165</b>
<b>2</b>	217	217	223	198	209	163	191	162	158	<b>156</b>
<b>3</b>	212	223	215	228	199	214	158	188	163	<b>163</b>
<b>4</b>	223	209	223	215	231	202	211	162	194	<b>167</b>
<b>Sub Total</b>	1093	1058	1063	1005	976	937	862	813	817	<b>788</b>
<b>5</b>	246	218	198	223	213	224	203	213	161	<b>192</b>
<b>6</b>	233	243	218	198	221	209	222	200	218	<b>163</b>
<b>7</b>	233	228	238	212	203	217	209	215	198	<b>216</b>
<b>8</b>	247	235	227	240	205	205	216	210	212	<b>200</b>
<b>Sub Total</b>	959	924	881	873	842	855	850	838	789	<b>771</b>
<b>9</b>	213	219	200	200	216	181	190	206	192	<b>204</b>
<b>10</b>	162	215	218	203	201	219	185	189	211	<b>195</b>
<b>11</b>	211	165	213	211	207	202	221	186	188	<b>210</b>
<b>12</b>	187	206	161	214	211	209	203	219	186	<b>188</b>
<b>Sub Total</b>	773	805	792	828	835	811	799	800	777	<b>797</b>
<b>EC &amp; PreK</b>	64	69	45	57	40	52	61	29	41	<b>44</b>
<b>Home Ed</b>	20	14	21	12	13	14	12	12	8	<b>6</b>
<b>TOTAL</b>	2907	2870	2802	2775	2706	2669	2584	2492	2432	<b>2406</b>

## *The Class of 2014*

Jade Harmony Agostinelli  
Tyler Daniel Ahern  
Zachary Race Airosus<sup>\*</sup>  
Molly C. Anderson  
Joseph Anufrom  
George Aoude  
Alexander Charles Araniz  
Kayvon Bahery  
Sydney Margaret Baker<sup>\*</sup>  
Danielle Rose Bavoux<sup>\*</sup>  
Eric Jeffrey Beach<sup>++</sup>  
Connor Richard Bemis  
Devon Ann Benjamin<sup>++</sup>  
Connor James Benjamin<sup>++</sup>  
Kelsey Ellemieke Bittig  
Mark Joseph Bittrolff, Jr.  
Delaney Lourie Blanchette  
Elaina Rose Bliss<sup>++</sup>  
Benjamin Ryan Bluhm<sup>\*</sup>  
Brandon Christopher Booth  
Theodora Bouwman-Wozencraft<sup>++</sup><sup>⌘</sup>  
Corrie Lynn Brown<sup>++</sup>  
Aidan Thomas Burke<sup>++</sup>  
Dylan James Burke  
Vanessa Jean Bussberg<sup>\*</sup>  
Molly Nicole Cahill<sup>++</sup>  
Alex Callahan<sup>++</sup><sup>⌘</sup>  
Erica Lynn Carbone<sup>⌘</sup>  
Jacob Russell Card  
Santiago Miguel Chaves  
Amariliz Colon  
Michael Anthony Costanza  
Haley Riana Costello  
John Joseph Creed  
Jeremy Michael Cullen  
Justin Michael Cunningham  
Aria Grace Daly<sup>\*</sup>  
Justin Stanton Daly  
Andrew Thomas DeJoie  
Nakul S. Desai<sup>\*</sup>  
Dominic Anthony DeSantis  
Allison Elizabeth Diebus<sup>\*</sup>

Julia Victoria DiPillo  
Erica Domeier<sup>++</sup>  
Sequoia Dooley<sup>\*</sup>  
Hannah Marie Doucette  
Heather Faye Downing  
Danielle Kathryn Driscoll  
Nicole Ellen Dumouchel  
Sean Michael Dunne<sup>\*</sup>  
Hanna Jordan Dunskey<sup>++</sup>  
Brennan Martin Dwyer<sup>++</sup>  
Bryce Connor Dwyer<sup>\*</sup>  
Nicole Marie Dwyer<sup>++</sup>  
Brenna Kate Flaherty  
Caitrin Rose Foley<sup>++</sup>  
Amanda Ann Gaines<sup>\*</sup>  
Stephen Gangitano  
Lauren Rachel Getz<sup>⌘</sup><sup>⌘</sup>  
Amber Marie Ghera  
Daniel Robert Giacomuzzi<sup>\*</sup>  
Elysha Josephine Giovanella  
Drew Michael Goldsmith  
Noah Thomas Graham  
Jeffrey Samuel Greenburg<sup>++</sup>  
Erik Kenneth Gudmunson<sup>\*</sup>  
John A. Guerrero  
Jake Kenneth Halloran  
Rebekah Joyce Hamel  
Emily Cristina Hammond<sup>++</sup>  
Andrew Ryan Harris  
Charles Arthur Harris III<sup>\*</sup>  
Taylor John Harris  
Andrew Joseph Harrington<sup>\*</sup>  
Rebecca Dean Harvey  
Kasey Ann Hayes<sup>\*</sup>  
Timothy James Heineman  
Andrew M. Henry  
Joseph George Herman  
Adam James Hinthorne  
Harold Bradley Hodge IV<sup>++</sup>  
Kaylee Nicole Hoisington  
Claire Irene Holupka  
Mackenzie Erin Hopkins<sup>\*</sup>



## *The Class of 2014*

Samuel Max Houde  
Patrick J. Howard  
Ethan Richard Huckins  
Timothy James Huffam  
Alec John Hulitzky  
Emma Jayne Irwin<sup>\*</sup>  
Tyler Jackson<sup>\*</sup>  
Kyle Patrick Johnson  
Justin Daniel Kaplan<sup>\*+</sup>  
Andrew Jason Karlin  
Gabrielle Faith Cecilia Kelley  
Molly Catherine Kelley  
Jackson Kelly  
Liam Grayson Kennealey  
Alaina Lorraine Kilty  
Erin Michelle LaFleur<sup>\*+</sup>  
Shayna Nicole Lemmler  
Brian Patrick Lindsey  
Nicholas William Lombardo  
Elizabeth Ashton MacLeod  
Matthew Mahan  
Seamus Joseph Mahoney<sup>\*</sup>  
Lucas James Maley  
Maura Leigh Marchese<sup>\*</sup>  
Tammy Nicole Marshall  
Elizabeth Eileen Marshall  
Kenneth Vincent Martin  
Lucina Kathryn Ann Mavrelion<sup>℞</sup>  
Matthew Reynold Mawn  
Haley Marie Maxwell  
Jackson Mazerolle  
Jeremiah Patrick McCarthy  
Matthew Joseph McConville  
Daniel Ryan McCormick<sup>\*+</sup>  
Shannon McKenna  
Leigh Ingeborg McSweeney  
Sean Christopher McSweeney  
Amanda Jane Meek  
Nicholas William Mill  
Taylor L. Mill<sup>\*+</sup>  
Samuel Michael Moschella  
Rose Eile Muise<sup>\*+</sup>  
Jaime Erin Mullin

Connor Alexander Murphy  
Devin Margaret Murphy<sup>\*+</sup>  
Tyler Marie Murray  
Alexander Nadtochij  
Alessandra Rose Newell  
J. Kelsey Dawn Norton<sup>\*</sup>  
Zachary Daniel O'Brien  
Cara Bridget O'Rourke  
Joshua Shawn O'Toole  
Tess Elizabeth Olson<sup>\*</sup>  
Christopher John Ostaszewski<sup>\*+⌘</sup>  
Ariana Lynn Pacheco  
Anthony W. Parchesky  
Trina Patel<sup>\*+</sup>  
Jarrett Brice Peltier  
Catherine Marie Peters<sup>\*</sup>  
Alissa Ellen Petinge<sup>\*</sup>  
Vi Anh Pham<sup>\*+</sup>  
Jake Thomas Piascik  
Amanda Susanne Pollock<sup>\*+</sup>  
Andrew O'Brien Prutsalis  
Stephanie Rae Rasmussen<sup>\*</sup>  
Craig Reynolds  
Kayla Marie Rigney  
Ashley Roberts<sup>\*</sup>  
Andrew Rojee  
Phoebe Elizabeth Rorke<sup>\*+</sup>  
Elizabeth Rosario<sup>\*</sup>  
Timothy James Schoppee  
Daniel E. Segarra  
Erynn Elizabeth Sendrick  
Jennifer Lee Shea  
Patrick Francis Shea<sup>\*</sup>  
Kevin Robert Sheehan  
Ashley Megan Smith<sup>\*+</sup>  
Brenden Paul Smith  
Cameron Bryce Smith  
Alexander Snow  
Bradley Michael Soule<sup>\*+</sup>  
Nicole Amber Spiller  
Elizabeth Marie Stearns  
Eric Frank Steffens  
Aaron Steinhauer

## *The Class of 2014*

Kyle Stiefel  
Jason Thomas Sutherland<sup>★ + ⌘</sup>  
John William Tiernan  
Colin Patrick Trainor<sup>★ +</sup>  
Ethan Travalini<sup>★ + ⌘</sup>  
Nicholas Michael Veilleux<sup>★</sup>  
Stephen John Wheeler  
Alyssa Marie Whitaker<sup>★ + ⌘</sup>  
Lucille Wiggin  
John Damian Williams<sup>⌘</sup>  
Alexander Louis Wolfe  
Ryan Charles Wright  
Jacqueline Wyatt

★ Service Distinction, designated by a red, white, and blue cord

+ National Honor Society, designated by a blue stole

⌘ Science Olympiad, designated by a yellow stole

⌘ Student Government, designated by a medal



## **TRI-COUNTY REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT ANNUAL REPORT**

The School Committee reorganized in July of 2013 and elected Robert Wilkinson from Plainville as its Chair, Donna Cabibbo from Millis as its Vice Chair, and Kathi Hamilton from Norfolk as its Secretary. Monthly meetings continued to be held on the third Wednesday of each month at the school. Subcommittee meetings were held as needed.

Tri-County's secondary program, postsecondary program and continuing education program experienced continued enrollment growth. The ongoing increase in numbers is recognition of our successful three-fold mission: high vocational standards to train the workforce; high academic standards to prepare students for college; and high community service standards to prepare good citizens. These standards are visible in the achievements of our students and in their services throughout our member towns.

In these difficult economic times, the vocational and civic skills of our students are extremely helpful when plumbing, carpentry, electrical and other programs work on public sector buildings and projects to save our towns labor costs. The vocational skills of our students can also be witnessed by a visit to Tri-County to take advantage of services such as Culinary Arts, Cosmetology, Auto Collision and Auto Technology.

The academic skills are visible in our students' achievements such as hosting the state-wide Vocational Mathematics Competition, participating with MIT in the NASA HUNCH (High School Students United with NASA to Create Hardware) program or scoring well on state-mandated assessments. Their academic skills are also evident when all students have passed MCAS since 2005 or when 67% of the graduating class continues on to further education.

Their citizenship skills are also to be observed throughout the member towns as each one performs his/her annual mandatory community service. Look for them as they undertake projects to improve their local community oftentimes utilizing skills learned in their respective program majors here at Tri-County RVTHS.

Tri-County's School Committee continues on its path of accomplishments with the completion in 2013 of the Science Labs renovation project in cooperation with the MSBA's Science Lab Initiative. The renovation enhanced the learning environment--a major consideration with today's emphasis on STEM (Science, Technology, Engineering and Math). Other projects under development are replacement of our boilers, also through an MSBA initiative, and the construction of a solar farm located on Tri-County grounds.

The School Committee recognizes the current economic stresses in our member communities and continues to operate the school on a required minimum contribution budget.

Tri-County hosted a Manufacturing Roundtable which was attended by several state officials and fourteen manufacturers from eleven towns in the Tri-County area. The Roundtable was held to address the skilled labor shortage that manufacturers are facing and to discuss ways to produce a new generation of skilled workers for the manufacturing industry.

### **Graduation**

Two hundred thirty-five students graduated in a notable afternoon ceremony on Sunday, June 8, 2014. Superintendent-Director, Stephen Dockray, presided over the ceremony. School Committee Chair, Robert Wilkinson, and School Committee Vice Chair, Donna Cabibbo, presented diplomas to the graduates. Adele Sands, Director of Student Services, presented scholarships and awards to deserving seniors. The grand total of scholarships and awards for the class of 2014 was \$1,382,850.

### **Guidance & Special Education Services**

October 1, 2013, Tri-County welcomed 1,037 students to the new school year. The respective number of students from member towns was as follows: Franklin – 216, Medfield – 11, Medway – 61, Millis – 29, Norfolk – 43, North Attleborough – 274, Plainville – 97, Seekonk – 76, Sherborn – 2, Walpole – 64, and Wrentham – 68.

During the 2013-2014 school year, the Guidance department continued its programs to provide information to students, parents, sending schools and district communities. The Guidance department provided counseling for students in career pathways and postsecondary education. Tri-County continues to work with the Department of Elementary and Secondary Education on its development of *Your Plan For The Future*, a no-cost, comprehensive college and career planning portal designed to help Massachusetts students manage their educational and career pathways.

In 2014, Tri-County was once again named to the Circle of Champions by *Your Plan For The Future*. Tri-County earned this distinction by performing in the top ten percent of Massachusetts high schools that engaged students and parents through *Your Plan For The Future* during the 2013-14 school year. Tri-County's counselors, faculty, and staff were recognized for helping students become better prepared for college and careers.

Tri-County hosted Career Days for Grade 8 students from the regional districts. The Guidance department, with assistance of personnel from the Massachusetts Educational Financing Authority (MEFA), presented programs on college preparation. In addition, the Guidance department hosted a very successful evening College Fair.

The Guidance department organized and implemented SAT and ASVAB testing.

The Special Education department has been working diligently to develop a more comprehensive service delivery structure. General education and special education faculty have met together for professional development in order to establish new methods of instruction, including co-teaching. Other professional development included Social Thinking, Adolescent Mental Health,

Functional Behavior Assessments and Behavior Support Plans. The Special Education department also submitted progress reports to the Department of Elementary and Secondary Education for the Coordinated Program Review and will begin preparations for the Mid-Cycle Review.

### **Academics**

Tri-County Regional Vocational Technical High School continues to earn wide-spread recognition for academic and vocational success by combining rigorous and challenging academic courses with modern vocational studies. Implementation of the newest technology as well as innovative vocational technical programs ensures student success. Their success is measured in the classroom and ultimately in a chosen career path whether it is higher education, entrance in their vocational trade or military careers.

All students completed the Mass Core Curriculum requirement which is the Department of Elementary and Secondary Education recommended academic program for college and career readiness.

Fifty-nine seniors from the Class of 2014 were awarded John and Abigail Adams Scholarships. These scholarships are awarded to students who achieve a minimum of two proficient and one advanced score on the Grade 10 English Language Arts, Mathematics, and Biology MCAS exams. Student scores must be in the top 25% of tested students.

In the spirit of continuous improvement, Tri-County introduced a new learning platform this year, *itsLearning*. Teachers were trained in the summer and fall of 2013. Teachers have embraced this learning platform, using it for lessons, power points, class notes, embedding video, remediation links, textbook links, uploading worksheets, collecting homework, online polls, data collection, submitting work and taking exams. All Academic and many of our Vocational teachers have been trained and are using *itsLearning* on a regular basis. SMART Board training continued this year for all of our new teachers.

This year, Tri-County added another AP course to its course offerings – AP Statistics. We now offer AP Physics, AP Calculus (AB), AP Language and Composition, AP Literature and Composition, and AP Statistics. Pre-AP strategies workshops were offered to teachers in an effort to improve vertical teaming to attract more students to enroll and be successful in our AP programs. Teachers in the lower grades have worked hard aligning curriculum and raising standards based on pre-AP strategies to increase the numbers in the AP classes.

In an effort to successfully transition to the new Common Core State Standards (CCSS), Tri-County continues its work at rewriting curriculum using the Understanding by Design (UbD) model. Curriculum Leaders met this spring to review different departments' work, make a plan for the summer, and work cohesively to ensure all Tri-County curriculum would follow the same format and overarching goals. Curriculum work continues this summer to rewrite more units with the UbD concept. Teachers are writing units based on Curriculum Maps they wrote last year in an effort to not only transition to CCSS, but also to better prepare students for the transition to the PARCC exam from MCAS.

Tri-County was chosen to pilot PARCC in English for both grades nine and eleven. Four grade eleven and three grade nine classes were randomly chosen. Both teachers and students went through extensive training prior to taking the computer-based exam. Our technology department worked tirelessly to ensure all seven sites would be up and running for the PARCC pilot. Students reported enjoying the online format better than the pencil format of MCAS and both staff and students were happy to take part in the pilot so that, if in fact PARCC becomes a requirement, Tri-County will be ready for this new high stakes exam.

Another area of recognition was the local Voice of Democracy Contest. The Voice of Democracy Contest was created in 1947 to foster patriotism by allowing students in grades 9 through 12 to voice their opinions on an annual theme. Many of our local students participated by composing essays, stories, and scripts based on a theme. In November 2013, three Tri-County students were chosen as local winners of the VFW Post 3402 Voice of Democracy Contest based on recordings of their essay scripts addressing the theme, “Why I am optimistic about our nation’s future”. All three students moved on from the local competition to districts and finished in 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> place. Our first place district winner came in 4<sup>th</sup> in the state competition.

Finally, Tri-County continued its leadership efforts within the vocational math community by hosting the Seventeenth Annual Vocational Mathematics Competition in the Kenneth Custy Gymnasium with over 25 teams competing from vocational schools from throughout the State. Topics covered are Algebra I, Geometry, Algebra II, and Related Technical Math. Tri-County’s Mathematics teams placed a respectable second and third place in the competition.

### **Vocational Technical Programs**

Students in the seventeen Vocational Technical Programs experienced many successes, both in their individual programs and school wide. All grade 10 students achieved their OSHA 10 hour Safety credential. The training included interactive and specialized curriculum for both general industry and construction trades.

Students in Early Education, Dental Assisting, Culinary Arts, and Medical Careers received American Red Cross CPR and First Aid training and all students in grades 10 – 12 in those programs are now certified and able to work in companies requiring their employees to have these credentials.

The Tri-County Robotics Team, named “Tri-Force”, was busy this school year. They began preparing for the FIRST Robotics Regional Competition at the University of New Hampshire in January. They qualified to then move on to compete at the FIRST Robotics Competition which was held at WPI in March. In April, they competed at WPI once again at the Beantown Blitz. The team is composed of students from various vocational programs.

Finally, Tri-County SkillsUSA achieved much success as twelve secondary students traveled to Kansas City in June to compete at the National SkillsUSA Competition. A team of three students came back with silver medals in the category of Career Pathway Showcase – Science,

Technology & Math. All other Tri-County competitors placed in the top ten in their categories of competition.

Auto Collision Repair: The Auto Collision Repair Program continued to be a NATEF Accredited program after performing a rigorous self-evaluation as well as being evaluated by a team of experts from the region. With the NATEF accreditation, our students are able to take advantage of the rich curriculum offered and to achieve Certificates of Achievement in the NATEF Standards. Students use water based paint and other environmentally safe materials to meet the industry standards. Students in the program continued to serve the community needs and the Tri-County School district by repairing and restoring vehicles under the supervision of their instructors. Students also participated in several field trips to emphasize the diverse career opportunities available upon graduation from the program.

Auto Technology: Students in the Auto Technology Program competed in the AYES Competition last November and placed in the top five teams in the state. This distinction allowed the team to move forward to compete at the National AYES Competition. Students in grades 11 and 12 performed well in the ASE student certification exams that were administered in May. All students who took the exams achieved ASE Certification in at least 5 of 9 categories. The program continues to have Master Automobile Service Technology Accreditation through NATEF.

Carpentry: The Tri-County School District has worked closely with the Town of Franklin as students began a house building project in the town. The ranch style home will be located on Beaver Court. Students began this project at Tri-County by framing and installing the windows on a pad outside of the Carpentry shop. The structure will be transported to its foundation in September. Students in Carpentry will continue the construction on-site. Projected completion date is June 2015. Students in the Carpentry program also worked at several outside community projects this past year. Under the supervision of the Carpentry teachers, students constructed walkways for the Disc Golf Course located at Dacey Field in Franklin. They also built a new staircase and repaired the old staircase at the Niagara Firehouse in Millis. Students in the Carpentry program also built two dugouts at Tri-County for the Baseball and Softball teams. Graduates from the Carpentry program with a GPA of at least 3.0 and who have met or exceeded the standards for graduation from a Chapter 74 program attained pre-apprenticeship cards through the Massachusetts Division of Apprenticeship Training.

Computer Information Systems: The students in the Computer Information Systems program are being trained in the Cisco Networking Academy curriculum. All students in the program are able to take CISCO exams and attain certifications in many aspects of the curriculum. A female graduate of the program was selected as a NCWIT Aspirations in Computing Award winner, honoring young women at the high school level for their computing related achievements. CIS students competed in the Cyber Patriot Competition with other students around the state and placed in the top five teams.

Construction Craft Laborer: Students in this program are trained in all aspects of the construction field. Students in grade 11 received Hazard Communication training which led to 100% of the class achieving a certificate of successful completion. Grade 11 and grade 12 students in the program restored several brick pillars in Franklin this past year. They also poured the foundation for the dugouts at Tri-County.

Cosmetology: The Cosmetology Program continues to operate a full service hair and nail salon for members of the eleven towns in the school district. Senior citizen groups from the towns patronize the salon several times during the school year. The students also performed community service by assisting at the Miss Amazing Beauty Pageant this past year, helping developmentally delayed young adult women enjoy an exciting event. All grade 12 students achieved their Cosmetology licenses prior to graduating this year.

Culinary Arts: Gerry's Place Restaurant and Bake Shop enjoyed another successful year serving lunch and baked goods to the public. Students in the program received their certification in Serve Safe and OSHA, as well as meeting all standards set forth by the American Culinary Foundation. The Culinary Arts students participated in the Massachusetts Restaurant Association sponsored competition this past March. The event was held at Tri-County. Seven schools competed in the Culinary and Customer Service events. Tri-County students took second place in the Culinary Division. Students in the program also tend and nurture the school garden, which has been successful for the last three years. Bounty from the garden is donated to local food pantries. Students also learn Farm to Table recipes using the produce that is grown in the garden.

Dental Assisting: Students in the Dental Assisting Program have practiced their skills in several community service projects this year. Students volunteered their services at the Elder Dental Screening in October at the Millis Council on Aging. They screened thirty five elders at no charge for dental decay and oral cancer. They also provided nutritional information and denture cleaning. Students in the Dental Assisting Program also assisted the Massachusetts Department of Public Health to dispense fluoride to school age children in a local elementary school. Grade 11 students continued to participate in the clinical practicum at local dental offices. Students in grades 11 and 12 took the DANB Infection Control and Radiography exams at the end of the school year and achieved their certifications in each.

Early Education: Students in the Early Education Program continued to supervise and educate preschool age children in the Tri-County Preschool Program. They also observed and supervised Toddlers one day a week. All grade 11 students participated in a field placement at local child care centers and public kindergarten classrooms to expand their experiences working with young children. Along with certifications in First Aid, CPR, and OSHA, students in this program achieved certificates for successful completion of the Strengthening Families workshop. Students accompanied their teachers to the Massachusetts State House for Advocacy Day for Early Education and Care in February, where they were able to communicate their views on providing the highest quality programs and services to children birth to age eight.



Electrical: Students in the Electrical Program are trained in all aspects of residential and commercial applications. Students in this program assisted the Technology Director and the Director of Facilities in performing electrical wiring projects at the school. Students in this program also gain valuable training in renewable and sustainable technology by practicing installation and monitoring energy conservation at the photovoltaic system on school grounds. Students will accrue up to 300 hours of Electrical Code instruction and 1500 hours of practical application toward their Journeyman's license requirements upon graduation.

Engineering Technology: The Engineering Technology Program incorporates Digital Electronics, Introduction to Engineering Design, Principles of Engineering, Computer Integrated Machining, and Architectural Design into their curriculum. With Project Lead the Way Certification, the students are able to transfer their skills to many PLTW affiliated colleges upon graduation. Students once again participated in the HUNCH (High School Students United with NASA to Create Hardware) Program. Four students and one Engineering teacher journeyed to NASA in Houston this past April. Their goal was to develop a device that could make an astronaut's life easier in space. Two of the students were able to test their device in the zero gravity aircraft. Students also participated in the Boston Society of Civil Engineers sponsored competition to design a bridge online. The Tri-County team placed second statewide and 39<sup>th</sup> out of 6398 teams nationwide.

Graphic Communications: Design, pre-press, and printing skills are honed by students enrolled in this program. Students practiced their skills on a new digital press this past year, serving the printing needs of many sending districts as well as non-profit organizations. Two students in the program submitted safety poster designs to the Massachusetts Department of Safety this past school year, with one student awarded second place and the other honorable mention for their designs. This year students achieved Adobe certification as a result of successfully completing the curriculum and the online exams.

HVAC&R: Students are trained in all aspects of heating, cooling, and ventilation of both residential and commercial buildings. Students in grades 11 and 12 succeeded at attaining their EPA 608 certifications after passing the intensive curriculum and taking the national exam. With this certification, graduates from this program will be well prepared for high paying employment and further education. Students also honed their sheet metal skills this year due to the new brake that was purchased. They will be prepared to achieve the sheet metal license upon graduation. Students who complete 2,000 hours as a refrigeration apprentice and achieve a trade certificate upon graduation may sit for the Refrigeration Technician's license exam.

Legal and Protective Services: The Legal and Protective Services Program is the newest Chapter 74 program at Tri-County. The class was fully enrolled with 16 freshmen. Students in this program will gain skill and knowledge in various aspects of the justice and protective services occupations. The students learned how to secure a crime scene and look for evidence this past year using state of the art equipment. They also honed their skill in utilizing research methods to conduct mock trials, role playing defense attorney, prosecuting attorney, and other members of the trial. Students participated in field trips to local courts to observe the system in practice.

Guest speakers were invited to the class to inform the students of the many career opportunities in the criminal justice field.

Medical Careers: Students in the Medical Careers Program are trained in various aspects of health care. Grade 11 students achieved their Certified Nursing Assistant credentials. Grade 12 students received a Home Health Aide certification and those students who do not participate in the Cooperative Education program received EMT training. Two students were able to pass the written portion of the EMT exam prior to graduation and are registered to take the performance exam this summer. Grade 10 Medical Careers students received Epi-pen training and therapeutic feeding training as part of their clinical experience. Students in the program receive medical office technology training. Tri-County continues to enjoy a partnership with Golden Pond Assisted Living Center as well as HMEA (Horace Mann Educational Associates) where the students participate in clinical experiences each year. During this school year, Medical Careers students trained students in all vocational programs in Hands Only CPR. The Medical Careers Program received the Department of Public Health annual evaluation and met or exceeded all standards and requirements of Massachusetts and Federal guidelines of Nursing Assistant Training Programs. Students graduating from this program are well prepared to pursue highly competitive health care careers.

Metal Fabrication: The Metal Fabrication Program is now in its fourth year. Students not only achieve several AWS welding certifications, including GMAW-V, GMAW-O, GTAW-ST, and GTAW-SS, they also learn the fundamentals of metal fabrication and joining processes. Students participated in field trips to local metal fabrication companies to observe various business practices. The graduates from this program will be prepared for occupations in not only welding but in metal forming, cutting and fabricating. They are also trained in sheet metal processes and may pursue the sheet metal license upon graduation.

Plumbing: Plumbing students are trained in residential and commercial plumbing applications. Students in grade 11 complete the Tier I Plumbing course and grade 12 students complete Tier II. All students take the exams at the end of the course. Successful completion of the courses allows the plumbing students to be ready to take Tier III immediately upon graduation. Plumbing students work closely with the Director of Facilities here at Tri-County to perform plumbing repairs throughout the school building, further honing their skills. Students who participate in the Cooperative education program may begin their formal apprenticeships with their employers while in high school.

### **Adult Education**

Tri-County offers both Postsecondary and Adult Education courses through its Continuing Education Office. The majority of adults served through the various continuing education programs are from within the school district; however, students represent cities and towns from all over Central and Eastern Massachusetts, as well as Rhode Island. Tri-County is in the process of instituting a new online registration system that will allow registration to Adult Education classes through the internet. Online registration will be available in the Fall of 2014.

Postsecondary Cosmetology and Practical Nursing programs are available on either a day or evening schedule. Additional postsecondary courses available with an evening schedule include Aesthetics, Manicuring and Certified Nursing Assistant programs. Tri-County offers access to Federal Financial Aid in the form of Pell Grants to qualifying students in our Practical Nursing and Adult Cosmetology programs with about one-third of our students taking advantage of the PELL grants. This offering continues to improve community access to these programs through this need based support.

Adult Cosmetology: There were fourteen graduates from the Adult Day Cosmetology program in 2014. Tri-County students once again were successful competing in SkillsUSA sending students to the national competition. The Adult Day Cosmetology program is a full-time program that follows the high school calendar and runs from September to June. The Adult Evening Cosmetology schedule has undergone some changes for Fall 2014 but otherwise mimics the day class. All phases of cosmetology are introduced the first half of the year. The student learns hairstyling, cutting, permanent waves, coloring, manicuring and skin care. This program provides students with the mandated 1,000 hours of schooling and prepares them to pass the State Board of Cosmetology's licensing exam. Registration for the program begins in the spring and details are available by contacting the Continuing Education office at Tri-County.

Adult Day Practical Nursing: Graduating 29 students in 2014, the Practical Nursing program continues to flourish. This is a full-time day program which follows the high school calendar as classes are held from September through June. The Practical Nursing program at Tri-County is designed to prepare graduates for the National Council Licensure Examination for Practical Nurses (NCLEX-PN), which tests for entry-level competency. Successful completion of this examination permits practice as a Licensed Practical Nurse (LPN). Registration for this program requires that prospective students take the TEAS (Test of Essential Academic Skills) exam. The pre-admission tests are administered from October to January. Details are available by contacting the Practical Nursing office at Tri-County.

Adult Evening Practical Nursing: Tri-County's two year evening program is at the midpoint of the program's schedule with a new class beginning the program in September 2015. The evening Practical Nursing program is a two-year program that is held on Tuesdays, Wednesdays and Thursdays, 4:00-9:30 p.m. After successful completion of the course, the students are eligible to sit for the NCLEX-PN examination for licensure. Successful completion of this examination permits practice as a Licensed Practical Nurse.

Continuing Education Program: The evening Adult Education program at Tri-County consists of more than 90 different courses which are offered in the fall and spring semesters. Registration for fall courses takes place during August and September. Registration for spring courses takes place in January and February. Continuing Education course information can be found in brochures available to the public via direct mail or the Tri-County Website. Continuing Education program information is also included on the Tri-County RVTHS website at <http://www.tri-county.tc>, or by calling the Continuing Education office.

## **Student Activities (excluding SkillsUSA)**

National Honor Society: The Peter H. Rickard Chapter of Tri-County inducted 12 new members on November 14, 2013 raising the number of members to 20 for the 2013-2014 school year. These students organized and ran a speedball tournament in order to raise money for the Jimmy Fund. On Tuesday, April 6, the National Honor Society (NHS) hosted the annual “Leadership Breakfast” honoring Tri-County students who have served in various leadership roles, both elected and appointed during the school year. NHS students also organized the first ever Spring Thaw school spirit event, where students were invited to participate in activities and attend athletic events after school on Thursday, April 17. On Wednesday, May 29, NHS activities culminated with the organization and presentation of Tri-County’s twenty second Honors Night held in the Kenneth Custy Gymnasium. For their fundraising efforts, NHS members were invited to attend the Scooper Bowl on Boston’s City Hall plaza on Thursday, June 5.

## **Student Government**

Student Advisory Committee: The student body elected seven students to membership on the Student Advisory Committee. The principal appointed one of these elected members to attend the monthly school committee meetings, where he reported on student concerns and activities. Three students from this group also served on the Tri-County School Council and two others served on the High Schools That Work Site Committee. These seven students also served as ex officio members of the Student Council. The student body elected two students to represent Tri-County on the Regional State Student Advisory Committee. These students met once every other month at Hudson High School with students from other schools in the Central Massachusetts region.

Class Officers: The sophomore, junior and senior classes elected a President, Vice-President, Secretary, and Treasurer for their respective classes for the new school year. The freshman class elected officers in January after their last exploratory. Under the supervision of the Class Advisors, officers scheduled, organized and conducted monthly after-school meetings to plan activities which included the class Trips, Freshman/Sophomore Semi-Formal, the Junior/Senior Prom and the Senior Week activities. The class officers heard and communicated students’ ideas to the Student Advisory Committee, and also served as ex-officio members of the Student Council.

Student Council: Each class elected four representatives to the Student Council. These students, along with the class officers and Student Advisory Committee members, served as the overall student governing body committed to the principle of student government. The group met weekly after school, and discussed issues and activities affecting the student body. The Student Council served as a liaison between the student body and the school administration. They provided a means for student input on school affairs. Under the supervision of the Student Council Advisors, this group was also accountable for conducting and ensuring fair elections for Class Officers, the Student Advisory Committee, and the at-large Student Council membership. The Student Council served as leaders for the student body, sponsoring and organizing social

activities which included Freshman Orientation in August, assisting the Athletic Director in planning Homecoming in November and sponsoring the many Spirit Week activities and working on the Tri-County vegetable garden. In addition, the Student Council planned and coordinated civic, social, fundraising, and community service activities, provided input to the administration on student handbook revisions and acknowledged administrators and teachers throughout the school year.

### **Extra Curricular Activities**

In addition to our very successful sports program, we offered 10 other extra-curricular activities at Tri-County. All of the clubs provided students with after school opportunities to explore and enjoy various interests. Advisors worked to provide a myriad of opportunities for all students during the extended week day and many weekends. Notable activities include: The Hero Walk which took place on October 20, 2013 at Gillette Stadium. Students Against Destructive Decisions (SADD) organized and led this activity to raise awareness of the dangers of distracted driving. Seventy-five students participated and the Tri-County team raised the most money of the 46 teams, winning a \$500 cash prize which was used to develop public service announcements about distracted driving. The Drama Club performed *"The Election"* and attended a Saturday show by The Concord Players in Concord, MA. This allowed students to showcase their acting talents and experience a live production. The newest club, T.C. Green, provided students the opportunity to participate in activities which revolve around recycling initiatives, environmental issues and sustainable food production. The Music Club offered students who play instruments a chance to share their abilities. The Games Club increased in membership and attended King Richard's fair. Additionally, the Math Club and Robotics Club participated in interscholastic competitions where students put both their academic and vocational experience to the test.

### **Summary**

Tri-County Regional Vocational Technical High School is proud to provide a quality career education to the residents of its eleven member towns. Tri-County students are highly visible in our sending districts in a variety of roles. They serve as interns, summer employees, and cooperative education students and have completed a number of outside projects within our member communities. Each of these experiences assists our students in demonstrating what they have learned in their vocational programs.

Vocational training is only part of our success. Academic preparation is noted through the growing number of scholarships acquired from local associations and organizations, as well as the increased number of students now attending college upon graduation. For the second year, Tri-County achieved a Massachusetts Department of Elementary and Secondary Education rating as a Level 1 school. In addition, our seniors must complete and pass all aspects of the Senior Project. The Senior Project is an excellent example of the integration of vocational and academic skills. Tri-County continues to prepare students as good citizens and this is witnessed through the actions of individual accomplishment of students through the mandated community service graduation requirement, as well as community service projects organized through a

number of extra-curricular organizations. In addition to participating in the annual *Holiday Gift Drive*, Tri-County students received recognition for the largest number of walkers in the Norfolk County District Attorney's sponsored HERO walk. The bounty from our school garden was donated to a local food pantry. Because of our success with the garden, we added more nature boxes and a greenhouse which will allow us to expand our donations to a second food bank. In another outstanding example of community school collaboration, Medical Careers students, SADD, and Post-Secondary Cosmetology students worked with Franklin Fire and Franklin Police to stage a mock car crash. The mock car crash provided a vivid example of the dangers of drinking and driving.

Tri-County is your town's vocational technical school. Our goal is to prepare our students to be good citizens who serve their community. Many of the programs offered at Tri-County are available to the public and service programs are open to residents. Our facilities continue to be available to town administrators for meeting use.

Projects for member towns which were completed by Tri-County students included: *Franklin*, Carpentry students constructed walkways for the Disc Golf Course at Dacey Field, Carpentry students constructed the pre-fabricated house that will be moved to the site on Beaver Court, Construction Craft Laborer students restored brick pillars; *Millis*, Carpentry students built a new staircase and repaired the old staircase at the Niagara Firehouse and Dental Assisting students screened senior citizens for dental decay and oral cancer; *North Attleboro*, CIS students designed the Keep North Attleboro Beautiful website; *Seekonk*, Metal Fabrication students created the holders for the 4 branches of the armed forces placards for a war memorial, and the Graphics Program provided printing services for several towns.

Tri-County students also completed many projects located here at the school: Plumbing students repaired and replaced plumbing fixtures in the school; Electrical students installed lighting in various areas; and Construction Craft Laborer and Carpentry students built two dugouts on the school's softball field.

Tri-County lives by its mission statement, specifically in the charge to prepare tomorrow's workforce; to provide a solid academic foundation for further education; and to prepare good citizens. Over the past year, this mission statement continued to move from words on a page, to action.



Town of Medway

**BOARD OF SELECTMEN**

155 Village Street, Medway MA 02053

Tel: 508-533-3264 Fax: 508-321-4988

**VOLUNTEER FORM**

Town government needs citizens who are willing to give time in the service of their community. The Board of Selectmen and the Town Administrator maintain a file as a means of compiling names of citizens who are willing to serve, on a voluntary basis, on boards, committees and as resource people.

We appreciate all our citizens and the efforts and contributions provided to the Town. Thank you for volunteering in whatever capacity.

DATE:

NAME:

ADDRESS:

TELEPHONE NUMBER:

E-MAIL:

OCCUPATION:

BACKGROUND/EXPERIENCE:

COMMITTEES OF INTEREST:

OTHER:







## **IMPORTANT TELEPHONE NUMBERS**

### **PUBLIC SAFETY**

Emergency Number	911
Police Department Business Line	(508) 533-3212
Police Department Dispatch Fax	(508) 533-9044
Fire Department Business & Inspections	(508) 533-3213
Line	(508) 533-3211
Fire Department Station I	(508) 533-3209
Fire Department Station II/Dispatch	(508) 533-3254
Fire Department Fax	(508) 321-4951
Highway Facility	(508) 533 3275
Highway Facility Fax	(508) 321-4985

### **TOWN HALL OFFICES**

#### **Direct Line**

#### **Fax**

#### **Administrative Offices**

Town Admin/Selectmen	(508) 533-3264	(508) 321-4988
Human Resources	(508) 533-3294	(508) 321-4940
Town Clerk	(508) 533-3204	(508) 533-3287

#### **Financial Offices**

Accountant	(508) 533-3202	(508) 533-3201
Assessors	(508) 533-3203	(508) 321-4979
Treasurer/Collector	(508) 533-3205	(508) 533-3207

#### **Public Services**

Animal Control	(508) 533-3251	(508) 321-4993
Building Department/ Zoning Enforcement	(508) 533-3253	(508) 321-4983
Community & Economic Development	(508) 321-4918	(508) 533-3281
Conservation Comm.	(508) 533-3292	(508) 321-4984
Department of Public Services	(508) 533-3275 (508) 533-3208	(509) 321-4985



## **IMPORTANT TELEPHONE NUMBERS (Cont.)**

	<b><u>Direct Line</u></b>	<b><u>Fax</u></b>
Health Department	(508) 533-3206 (508) 321-4923	(508) 321-4982
Planning Department	(508) 533-3291	(508) 321-4987
Town-Wide Energy Comm.	(508) 321-4871	(508) 376-7053

### **COMMUNITY SERVICE**

Housing Authority	(508) 533-2434	(508) 533-3402
Senior Center	(508) 533-3210	(508) 533-0386
Tree Warden	(508) 533-3275	(508) 321-4985
Veterans Agent	(508) 429-0629	(508) 429-0639

### **LIBRARY**

(508) 533-3217	(508) 533-3219
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### **SCHOOL DEPARTMENT**

Superintendent's Office	(508) 533-2222	(508) 533-3226
Operations and Finance	(508) 533-3222 Ext. 3155	(508) 533-3226
Athletic Director	(508) 533-3227 Ext. 5120	
Cafeteria	(508) 533-3227 Ext. 5126	
Community Education	(508) 533-2222 Ext. 3185/3186	
Francis J. Burke Elementary	(508) 533-3242	
High School Office	(508) 533-3227	
John D. McGovern Elementary	(508) 533-3243	
Memorial School	(508) 533-3266	
Middle School Office	(508) 533-3230	
Special Education Office	(508) 533-3222 Ext. 5178	