

**Select Board Meeting  
December 18, 2023 – 7:00 PM  
Sanford Hall  
155 Village Street**

**Present:** Glenn Trindade, Chair; Frank Rossi, Vice-Chair; Todd Alessandri, Clerk; Dennis Crowley, Member; Maryjane White, Member.

**Staff Present:** Michael Boynton, Town Manager; Allison Potter, Assistant Town Manager; Peter Pelletier, Department of Public Works (DPW) Director; Derek Kwok, Health Director; Sandra Johnston, Communications Director.

**Others Present:** Chipotle Mexican Grill: Alberto Lopez, Store General Manager, Ben Ferell, Team Director of Operations; Deb Rossi, Parks Commission Chair.

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At 7:00 PM, Mr. Trindade called the meeting to order and led the Pledge of Allegiance.

**Public Comments:** There were none.

Mr. Boynton updated the Board on the Fire, Police, DPW, and Building Commissioner’s efforts during today’s storm. He reported on the following road closures: (1) West Street, which we hope to have open in one hour, (2) Highland Street between Milford and Summer Streets due to downed wires, (3) Lovering Street due to a tree down near Longmeadow Lane, (4) North Street at Oakland Street due to a downed tree and wires, (5) Franklin Street between Village and Main Streets, and (6) Holliston Street at both Causeway Street and Pine Street. He reported that an Eversource liaison is in Town Hall coordinating efforts. He reported of a potential flooding issue on Milford Street near Gray Squirrel Circle. He commended all on their efforts and does not anticipate an issue with school opening tomorrow.

**Approval of Minutes: December 4, 2023**

*The Board reviewed the draft minutes of December 4, 2023.*

**Mr. Alessandri moved that the Board approve the minutes of December 4, 2023. Ms. White seconded.** Discussion: Mr. Alessandri asked that on page 5 that “at this time” be added to the end of the sentence on line 240. **VOTE: 5-0-0.**

**Authorization to Expend Grant Funds: Paramedic Pedal Program Grant - \$20,000**

*The Board reviewed the (1) notice of grant award form, and (2) grant award notification.*

Mr. Boynton stated this is just asking the Board’s permission to spend the earmark for the mobile paramedic pedal program to be implemented at large Town events.

**Mr. Rossi moved that the Board authorize the expenditure of these grant funds as presented. Mr. Alessandri seconded. No discussion. VOTE: 5-0-0.**

**Approval: Common Victualler License - Chipotle Mexican Grill #4222 d/b/a Chipotle Mexican Grill**

*The Board reviewed the (1) application, and (2) status of departmental approvals.*

Mr. Ferrell stated that he is responsible for 58 Chipotles and Mr. Lopez is the General Manager of the Medway location. Mr. Ferrell said the goal is to open on Friday. Mr. Crowley asked if this is a franchise. Mr. Ferrell stated it is a corporate store. Mr. Alessandri asked if all department approvals have been received. Ms. Langley noted that she is just waiting on the Building Department. Mr. Crowley asked if they had a difficult time getting staff. Mr. Lopez confirmed stating that they increased the salary in order to hire enough staff.

**Mr. Alessandri moved that the Board approve the application for the common victualler license conditioned upon the receipt of all necessary documentation, payment, and departmental approvals. Ms. White seconded. No discussion. VOTE: 5-0-0.**

**Approval: Contract with Denis L. Maher for the Village Street Well Replacement Project - \$135,000**  
*The Board reviewed the (1) memo from Peter Pelletier, and (2) contract.*

Mr. Pelletier stated we have worked with this company several times. They completed the Oakland Well replacement, have been great to work with and have great references. Mr. Pelletier stated this is for redundancy at all well sites. Mr. Crowley asked who the consultant was that we used. Mr. Pelletier stated it was Haley and Ward. Mr. Crowley asked about the funding and if this is the last piece of the bonding. Mr. Boynton stated there is one more piece. Funds need to be repurposed to complete the Oakland Street pumphouse and the well head building at Village Street. Mr. Crowley asked Mr. Boynton if he can provide the Board with a recap of all of the warrant articles, where we are at, and if we can anticipate a surplus. Mr. Pelletier stated that he will provide that to the Board at their next meeting in January. Mr. Boynton stated that there should be a surplus of funds. He stated we know that addressing Per- and Polyfluorinated Substances (PFAS) will be coming down the line, but he still anticipates a surplus. Mr. Alessandri asked if we have a cap at the \$135,000 as there was a \$30,000 difference between the two bidders. Mr. Pelletier confirmed stating that we had the same thing when we bid out the Oakland well project and it was the same two companies.

**Mr. Alessandri moved that the Board approve and authorize the Chair to execute the contract with Denis L. Maher as presented. Ms. White seconded. No discussion. VOTE: 5-0-0.**

Mr. Trindade reported on his tour of the water treatment facility noting the area that was built to deal with PFAS in the future. He noted that we have a lot of contingency funds left and stated that the committee would like to go above and beyond the planned landscaping to lessen the impact on the neighbors. Mr. Boynton stated his agreement. Mr. Trindade stated that he would like to put the waterfront area back to its natural state as well. Mr. Rossi asked if the project is still on schedule. Mr. Pelletier stated that we are a little ahead of schedule and will begin to test treating water in January. Mr. Crowley asked if we are still on track for June. Mr. Pelletier confirmed. Mr. Trindade stated that there is a plan to do a video to explain how the treatment plant works for the benefit of the residents.

**Approval: Contract with Finbarr Mechanical for HVAC Services – Not to Exceed \$100,000**  
*The Board reviewed the (1) memo from Peter Pelletier, (2) bid results, and (3) contract.*

Mr. Pelletier stated Finbarr was the lowest bidder and had great references. He noted we need help on the HVAC systems as there are many different systems throughout the Town buildings. Mr. Crowley asked if this is first time that we went out for these services. Mr. Pelletier confirmed.

**Mr. Alessandri moved that the Board approve and authorize the Chair to execute the contract with Finbarr Mechanical as presented. Ms. White seconded. No discussion. VOTE: 5-0-0.**

**Approval: Contract with Contract with Community Impact, Inc. for Regional Substance Navigation Program and Family Services Unit - \$26,230**

*The Board reviewed the (1) memo from Derek Kwok, and (2) contract.*

Mr. Kwok stated these contracts will be using the state opioid settlement funds. This group will be working with our Police Department to connect overdose victims with services. Mr. Kwok reported that the Police Chief stated they have worked with them in the past. Mr. Alessandri asked if these funds are just for this year. Mr. Kwok confirmed. Mr. Crowley asked if there will be a separate account setup for these funds and what happens with leftover funds. Mr. Kwok confirmed that these funds will have a separate account, will remain in that account, and can continue to be utilized. Mr. Kwok explained the constitution of the group that met to determine the use of these funds. Mr. Boynton noted that these funds are only available for two years therefore they did not want to create something that could not be funded for an extended period of time.

**Mr. Alessandri moved that the Board vote to approve and authorize the Chair to execute the contract with Community Impact, Inc. as presented. Ms. White seconded. No discussion. VOTE: 5-0-0.**

**Approval: Contract with Massachusetts Clubhouse Coalition for a Dual Recovery Pilot Program - \$10,000**

*The Board reviewed the (1) memo from Derek Kwok, and (2) contract.*

Mr. Kwok stated they are proposing bringing this program to Medway for both substance abuse and mental health.

**Mr. Alessandri moved that the Board vote to approve and authorize the Chair to execute the contract with the Massachusetts Clubhouse Coalition conditioned upon the receipt of all necessary documentation. Ms. White seconded. No discussion. VOTE: 5-0-0.**

**Approval: Contract with SAFE Coalition for Prevention, Education, Recovery, and Treatment Campaigns - \$16,000**

*The Board reviewed the (1) memo from Derek Kwok, and (2) contract.*

Mr. Kwok stated this is based out of Franklin and will provide a prevention and outreach program with free transportation to these programs as well as recovery and treatment programs. Mr. Kwok noted that there will be opioid funds available for the next 15 years and that the amount gradually decreases each subsequent year. Mr. Crowley asked if there was a state formula. Mr. Kwok confirmed. Mr. Alessandri asked if the state has received the funds from the settlement or are we waiting on funds from bankrupted companies. Mr. Kwok stated that he does not know about what the state has received noting that we have received about \$40,000. Mr. Rossi asked about the number of residents needing these services. Mr. Kwok stated that the Police receive one to two calls per month.

**Mr. Alessandri moved that the Board vote to approve and authorize the Chair to execute the contract with the SAFE Coalition conditioned upon the receipt of all necessary documentation. Ms. White seconded. No discussion. VOTE: 5-0-0.**

**Action Items from Previous Meeting**

*The Board reviewed the action items dated October 23, 2023.*

Unaccounted for water loss status report & CRPCD Volume Report: Mr. Crowley asked that the Town Manager remind the Water Superintendent he is scheduled to present this information next month.

### **Town Manager's Report**

*There were no items for the Board to review.*

Additional Highway Funds – Fair Share Program - \$214,462: Mr. Boynton stated that we received a letter today that Medway will be receiving an additional \$214,462 from the millionaire's tax which is a new formula from the State. This will go toward road and sidewalk infrastructure. Mr. Alessandri asked if this can be used for the High School Road culvert. Mr. Boynton stated that would be possible.

VFW Update: Mr. Boynton stated he met with members of the VFW along with Mr. Crowley. Their lease runs through 2024 but the Board will need to take some action on the future of this property.

Police Promotions Update: Mr. Boynton shared the police promotion process noting that we have two sergeant candidates. Will White will be promoted to sergeant next month and Lauren Swarthout will be the first female in a supervisory position in the Medway Police Department.

Holiday Week Schedule: Mr. Boynton stated that the Town Hall holiday week schedule is as follows:

- Friday, December 22 – Offices Closed
- Monday, December 25 - Offices Closed
- Monday, January 1 – Offices Closed

Town Manager Out of Office: Mr. Boynton stated he will be out of the office as follows:

- Thursday, December 21
- Tuesday, December 26
- Wednesday, December 27

NEXT Select Board Meeting – January 2, 2024

### **Select Board's Reports**

*There were no items for the Board to review.*

Ms. White stated the Fire department came right away and pumped out her mother's flooded basement and commended them on their prompt and efficient response.

Mr. Crowley reported that the boy's basketball team's record is 2-0 and, the boy's hockey team won their first game, and the girls basketball team's record is 3-0.

**At 7:42PM, Mr. Alessandri moved that the Board enter Executive Session for Reason Exemption 3: To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares [Collective Bargaining], with no intention of returning to open session. Ms. White seconded. It was voted by roll call: Alessandri aye; Crowley aye; Rossi aye; Trindade aye; White aye. VOTE: 5-0-0.**

Respectfully submitted,  
Liz Langley  
Executive Assistant  
Town Manager's Office