

**Select Board Meeting  
December 6, 2021 – 6:00 PM  
Sanford Hall  
155 Village Street**

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

**Staff Present:** Michael Boynton, Town Manager; Allison Potter, Assistant Town Manager; Stefany Ohannesian, Town Clerk; Barbara Saint Andre, Community and Economic Development Director; Julie Harrington, Parks and Recreation Director; Sandy Johnston, Communications Director.

**Other Participants:** Todd Alessandri, Finance Committee Chair.

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At 6:00 PM Ms. White called the meeting to order and led the Pledge of Allegiance.

**Public Comments:** There were none.

**Approval of Minutes: November 22, 2021**

*The Board reviewed the draft minutes of November 22, 2021.*

**Mr. Trindade moved that the Board approve the minutes of November 22, 2021. Mr. Foresto seconded. No discussion. VOTE: 5-0-0**

**Discussion/Vote: Reconsider Reprecincting Map**

*The Board reviewed the (1) memo from Stefany Ohannesian, (2) e-mail from Secretary of State's office, (3) proposed reprecincting maps, and (4) proposed certification of reprecincting vote.*

Mr. Boynton stated the Select Board was previously presented with a map based on the 2020 census with a shift in the precincts. The Secretary of State's Office recommended a shift of 179 residents from precinct two to one. He explained the specific borders related to this change. Subsequently, the legislature completed their redistricting with no changes in the precinct delineation lines except Brian Murray's representation changed to Mike Soter. The group of 179 residents shifted to precinct one would still be represented by Jeffrey Roy. Based on this, the Secretary of State's Office stated we needed to add a sub precinct 1b to accommodate the 179 residents. Mr. Boynton reviewed the potential costs for this change as prepared by Ms. Ohannesian. Following further discussion with the Secretary of State's Office, they are stating the legislature caused this issue. He noted that this does not impact voting based on precincts in Medway. Mr. Boynton reported that we received a legal opinion today from the House of Representatives stating there is no reason to create a sub precinct in Medway. Therefore, he recommends that we put precinct one and two back like there were previously delineated but keep changes to the precincts 3 and 4 in place. There was discussion that the Secretary of State's Office is focused on the 5% variation cap of registered voters per precinct. The legislature stated the maximum residents per precinct cannot exceed 4,000, which we are not close to being at for any of our precincts. Mr. Crowley asked who has jurisdiction of the reprecincting. Mr. Boynton stated the Legislative Electoral Districts Review Commission (LEDRC) noting that we would ask our legislators to speak on our behalf. Mr. Boynton stated the Board would need to vote to make this change. Ms. Ohannesian would then send the vote to the State for approval. He noted that we must submit this vote

by December 15<sup>th</sup>. Ms. Ohannesian stated 100 other towns are also impacted resulting in the creation of 400 sub precincts in the State.

**Mr. Trindade moved that the Board adjust the precinct lines to return properties moved into precinct one back into precinct two as discussed. Mr. Rossi seconded. VOTE: 5-0-0**

**Approval: Glen Brook Way Phase I and Phase II Licenses for Town Access to Stormwater System**

*The Board reviewed the (1) memo from Barbara Saint Andre, and (2) license agreements.*

Ms. Saint Andre stated the Glen Brook development was approved under a comprehensive permit and one of the conditions in the permit is that the Town would have the right to go in and fix stormwater issues in the event of an emergency. Therefore, the Town needs the right to access the site for this potential emergency purpose. She noted there are two agreements, one for Phase 1 and one for Phase 2. At some future point, the Town may want to obtain an easement for this purpose.

**Mr. Trindade moved that the Board authorize the Chair to execute the license agreements as presented. Mr. Foresto seconded. No discussion. VOTE: 5-0-0.**

Mr. Crowley stated that the Medway Place site plan was provided to the Select Board and is also online and requested a brief explanation of it for the residents. Ms. Saint Andre stated they applied for site plan approval back in 2019. Mr. Crowley noted that the lights at the plaza were originally to be located at the Shell station but there was agreement to move them in front of the plaza at the plaza's request. In return, the plaza agreed that they would complete site improvements. Ms. Saint Andre stated they also applied for and received a stormwater permit, which allows the plaza to discharge its stormwater into the Town's stormwater system. The site plan was put on hold until this was addressed. Once this was completed, they came before the Planning and Economic Develop Board (PEDB) on the site plan. The final PEDB approved site plan is what was provided to the Select Board. The final site plan inclusive of additional conditions was filed with the Town Clerk last Friday. Mr. Crowley stated the plaza owner may not agree with this document and asked how much longer this could continue. Ms. Saint Andre stated this is the final PEDB decision, noting they have 20 calendar days to appeal to the court if they disagree with the decision. At the end of the 20-day appeal period, we will have a better idea where we stand. Mr. Boynton stated it is not known at this time how long this could continue. Mr. Trindade asked if they do nothing, what is the Town's recourse. Ms. Saint Andre stated we would need an opinion from Town Counsel on how to proceed. There was further discussion on the plaza owner's reluctance to implement changes and the recourse for the Town. Mr. Crowley asked what right the Town has for including the items such as the need to restripe the parking lot, etc. Ms. Saint Andre stated that the conditions are part of the site plan approval.

**Fiscal Year 2023 Recreation Staffing**

*The Board reviewed the winter brochure.*

Mr. Boynton stated this discussion was requested by the Select Board. He noted that this is one of the biggest priorities for us.

Ms. Harrington stated it was four years this summer since this department was created noting that they have kept adding programs every year. She stated that 2021 was the most successful year noting some of the programs included the second year of summer camp, the start of a swim team, they took over the pumpkin walk, trunk-or-treat, and movies in the park. Ms. White asked what she is looking at for staffing. Ms. Harrington stated one full-time person. She stated that the fields are always in use and this

would help support that function. Mr. Boynton noted managing of fields is in and of itself is a fulltime job. Mr. Crowley reported that he asked that Mr. Boynton look at the budget and add a full-time position. He shared that his daughter living in Westwood was using the Medway programs for her children and commended Ms. Harrington on her work. Mr. Trindade asked about the amount of funding required as this is a recurring budget item inclusive of the cost of benefits noting his concern about the ability to continue to fund this role moving forward. Mr. Boynton stated the target is \$45-\$50,000. He noted we are looking at solid waste to fund the additional DPW parks position. He noted we need to look at what our health costs will be to determine the specific budgeting of these roles. Mr. Rossi stated nothing has really dropped from the programming, but many additions have been implemented. Ms. Harrington stated the in-house run programs are very reasonably priced and the vendor programs are more expensive. Mr. Rossi shared an interaction he had with a new family that moved to Medway from Connecticut noting the feedback was very positive. Mr. Rossi asked about the parks revolving fund absorbing some of the staffing costs. Mr. Boynton stated we are still building that fund to what it was pre-pandemic. Mr. Crowley stated past revenue was generated from fields and miscellaneous programs and asked how much additional revenue she has brought in outside of the fields. He feels the revenue has increased since Ms. Harrington has been hired and an additional hire could bring in even more revenue. Mr. Crowley asked about the potential of getting her help before Fiscal Year 2022 and the summer. Mr. Rossi agreed. Mr. Boynton stated he will investigate that possibility.

#### **Discussion/Review: Remote Meeting Policy Addendum**

*The Board reviewed the (1) remote policy addendum, and (2) board and committee chair feedback.*

Mr. Boynton stated there have been no complaints from the Boards relative to this policy noting some are meeting in person and some via Zoom. There is no action needed tonight and this would go back on the agenda in March as this expires in April. Mr. Trindade asked if everyone is getting their minutes posted in a timely fashion. Mr. Boynton stated that we will remind all that minutes must be promptly posted and look into where we are at. Mr. Trindade stated there is no excuse not to be up to date. Ms. White asked about the filming of meetings. Mr. Boynton stated we do not have the ability to film every meeting due to cable staffing constraints. There was further discussion about which committee meetings should be taped and live broadcast. Mr. Foresto stated Medway Cable Access (MCA) paid \$50,000 to update Sanford Hall and also updated the Middle School presentation room, which was to be more publicly available for meetings, but that has not occurred. Mr. Foresto stated the third opportunity for taping of meetings is the Senior Center with a configuration that would not require MCA staffing noting that MCA revenue is down due to the popularity of streaming services. Mr. Trindade asked what authority the Select Board has to state Boards and Committees need to use a room, if available, for live streaming. Mr. Boynton stated if they are a committee appointed by the Select Board, the Select Board has the authority, but not for elected boards. Mr. Foresto stated the issue is most committees want to be recorded as this is easier for the recording secretary, but there is limited accessibility to rooms that have this capability.

#### **Approval: 2021 License Renewals**

*The Board reviewed the list of existing licensees with approval status.*

**Mr. Foresto moved that the Board approve the license renewals for the businesses provided in the Board's packet conditioned upon the receipt of all necessary documentation, payment, and departmental approvals required for renewal of the specific licenses. Mr. Trindade seconded.** Ms. White asked why building and fire is pending. Mr. Boynton stated most of these are complete and are re-inspections. Mr. Rossi asked what happens to TC Scoops' alcohol license. Mr. Boynton stated it goes back to the available pool of licenses. **VOTE: 5-0-0.**

### **Action Items from Previous Meeting**

*The Board reviewed the action items dated November 15, 2021*

Mr. Crowley asked if some of these items should be removed specifically number four assigned to EPFRAC. The Select Board agreed to remove this action item. After further discussion, the Select Board agree to also remove number 7, the status on grant funding for solar at new DPW facility.

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

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

Police Promotions Process Updates: Mr. Boynton stated in the next two weeks he anticipates having the certified promotion list for the Sergeant position and the civil service results for the Chief of Police position. Once he has that information, he will meet with the top candidates for a discussion. He hopes to announce Chief Tingley's successor after the first of the year. There are mission critical issues that need to be addressed including Police Reform, the challenge of obtaining new cruisers, etc. Mr. Rossi asked if it is a supply issue for new cruisers. Mr. Boynton confirmed noting there are two locations that provide cruisers. He noted chassis for ambulances are twenty-two months out.

Able Grid Update: Mr. Boynton stated Able Grid has asked if internal department heads would like to look at the updated layout they are proposing to submit to the Energy Facility Siting Board (EFSB), noting we do not believe they have filed with EFSB yet. Mr. Trindade stated they completed all of the public hearings down in Carver. Mr. Boynton stated he will follow up on that.

December Schedule (Contractual Procedures, etc.): Mr. Boynton stated Town Hall will be closed as follows:

- Thursday, December 23<sup>rd</sup> – Closing at Noon
- Friday, December 24<sup>th</sup> – Closed
- Friday, December 31<sup>st</sup> - Closed

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

- Wednesday, December 8<sup>th</sup> – Fire Assessment Center – Hopkinton
- Friday, December 10<sup>th</sup> – Out of Office (Tentative)

NEXT Select Board Meeting – Monday, December 20, 2021.

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

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

Mr. Rossi stated the Investment Advisory Committee met before Thanksgiving and plans to present to the Select Board in January. He noted the bonfire was a huge success and everyone was well behaved. Mr. Boynton stated it was very well organized and gave a huge shout out to Steve Carew and the Parks Department who assisted with the clean-up.

Mr. Trindade commended those who suggested having the bonfire. He reported that MABA kicked-off this past weekend and commended the MABA board on their efforts. This coming Monday at 6pm is the Committee and Board appreciation night at Thayer. Ms. Johnston stated 75 people have rsvp'd to date noting she will resend the invitation out to all.

Mr. Crowley reported that the girls' varsity basketball opens at Franklin this week and the boys' hockey has a scrimmage Wednesday night and requested residents support all school sports teams. He gave a shout out to a couple he met at Hang Tai stating the woman reported that she watched each Select Board meeting and said that the Select Board is the most entertaining Board meeting. Mr. Rossi said the couple commented that the improvements around town are noticeable and thanked the Select Board for its efforts on the Town's behalf.

Ms. White commended the Christmas Parade Committee's efforts. Ms. White stated this started in 1993, it is all privately funded, and has continued to grow. The Town supports this effort with Police Details only. She stated prior to this parade, there was nothing in Medway, not even a lit Christmas tree. Mr. Boynton commended all the volunteers including Mr. Foresto's work at Thayer.

**At 7:19 PM, Mr. Trindade moved to adjourn. Mr. Rossi seconded. VOTE: 5-0-0**

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