

## In Memory

DIANE BORGATTI

TERRI DIMAGGIO

GRACE HOAG

GEORGE LEE

GRACE ROSSETTI

LISA THOMPSON



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## **Volunteer Application**

## **Telephone Numbers**



## Community Profile

### Incorporated

- 1713

### Land Area

- 11.54 square miles

### County

- Norfolk

### Population

- 13,400

### Form of Government

- Town Mr
- Five-member Select Board
- Open Town Meeting

**FY2017 Tax Rate Per  
Thousand – \$17.92**

**2017 Average Single Home Value -  
\$391,838**

**To find out more about Medway's  
municipal services, please visit**

**[www.townofmedway.org](http://www.townofmedway.org)**

### Town Offices

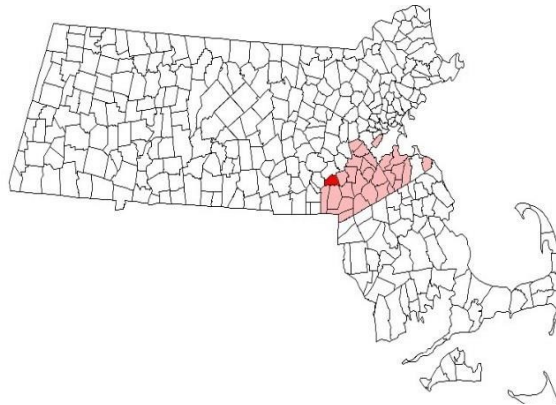
**155 Village Street**

**Medway, MA 02053**

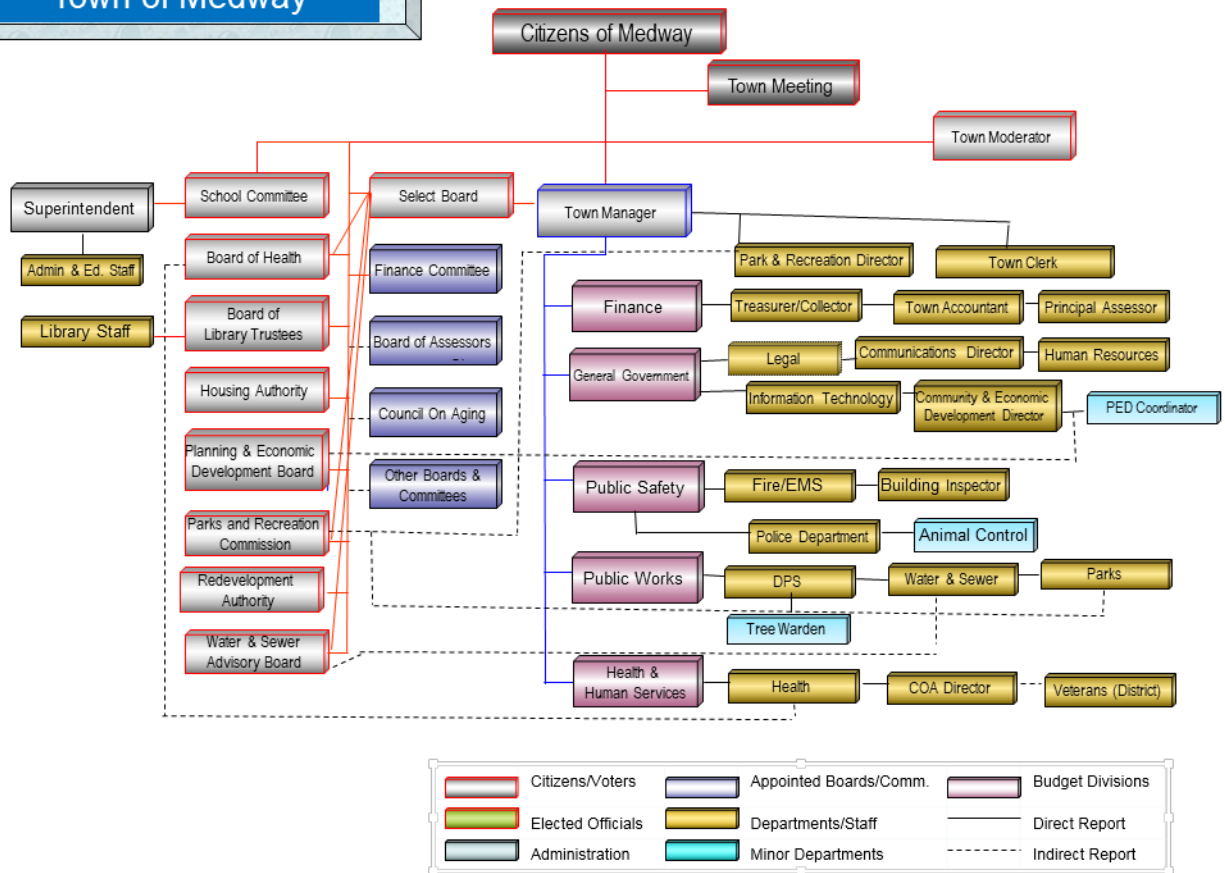
**Phone – (508) 533-3264**

**Fax – (508) 321-4988**

**[ta@townofmedway.org](mailto:ta@townofmedway.org)**



# Organizational Structure Town of Medway



## **Boards, Commissions and Committees**

### **Select Board Appoints**

Affordable Housing Committee  
Affordable Housing Trust  
Board of Assessors  
Board of Registrars  
Capital Improvement Planning Committee  
Cemetery Commission  
Community Preservation Commission  
Conservation Commission  
Constables  
Council on Aging  
Disability Commission  
Education Fund Committee  
Historical Commission  
Medway Christmas Parade Committee  
Medway Cultural Council  
Medway Pride Day Committee  
Memorial Committee  
Representative to Charles River Pollution Control District  
Representative to Southwest Advisory Planning Committee  
Representative to Metropolitan Area Planning Council  
Representative to Tri-County Regional Vocational High School  
Thayer Property Governance Committee  
Town-Wide Energy Committee  
Zoning Board of Appeal

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

Design Review Committee  
Economic Development Committee  
Open Space Committee



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

### **President**

Joseph Biden, Jr.

### **Vice President**

Kamala Harris

### **Senators**

Edward Markey

Elizabeth Warren

### **Congressman**

Jake Auchincloss



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

### **Governor**

Maura Healey

### **Lieutenant Governor**

Kim Driscoll

### **Secretary of the Commonwealth**

William F. Galvin

### **Treasurer**

Deborah Goldberg

### **Attorney General**

Andrea Joy Campbell

### **Auditor**

Diana DiZoglio

### **State Senator**

Karen E. Spilka

### **State Representatives**

Jeffrey Roy

Michael Soter



## Elected Officers

### Board of Health

Leanne Yarosz-Harris  
Jack Mill  
Caryn Metzger-Smith

### Select Board

Todd Alessandri  
Dennis Crowley  
Frank Rossi  
Glenn Trindade  
Maryjane White

### Housing Authority

Kaitlyn Arcand  
Veronica Clark  
Linda Donahue  
Hayley Fetrow  
Rita Larabee  
Carl Rice

### Library Board of Trustees

Nutan Matthew  
Julie MacEvoy  
Gregory Peverill-Conti  
Lisa Sheehan  
John Scott Smith

### Moderator

Laura Mullen

### Parks Commission

Lyle Core  
Richard D’Innocenzo  
John Farrell  
Sean Murphy  
Debi Rossi

### Planning and Economic Development Board

Jessica Chabot  
Thomas Gay  
Matthew Hayes  
Sarah Raposa  
Bob Tucker

### Redevelopment Authority

Douglas Downing  
Michael Griffin  
Andy Rodenhiser  
Rori Stumpf  
Paul Yorkis (Gov. appt.)

### School Committee

Susan Dietrich  
Melissa Greenfield  
Cynthia Sullivan  
Lauren Nassiff  
Kailene Simon

### Water/Sewer Advisory Board

Steven Burke  
Michael Callahan  
Leo O’Rourke





## **Boards, Commissions, and Committees**

### **Affordable Housing Committee**

Judi LaPan

John Parlee

Jack Wolfe

### **Christmas Parade Committee**

Julie Harrington

Richard Parrella

Tim Rice

Allen Tingley

Charlene Tingley

Susan Tingley

### **Council on Aging**

Pam Balabanis

William Caton

John Clark

John Clark

Siri Krishna Khalsa

Judy Lane

Ronald Lane

Mary Lou Staples

Charlene Tingley

### **Cultural Council**

Becky Atwood

Crystal Buckley

Phil Giangarra

Gail Hachenburg

Judith Moffat

Amna Saeed-Kothe

Valerie Shinas

Jordan Warnick

Hazel Warnick

Karyl Wong

Stuthi Balaji

### **Design Review Committee**

Jamie Ahl

Matthew Buckley

Janine Clifford

Dan Connolly

Tom Gay

Rachel Khadid

### **Economic Development Committee**

Khalid Abdi

Jessica Chabot

Cassandra McKenzie

Liam McDermott

Larry Presswood

Mark Shultz

### **Energy & Sustainability Committee**

Martin Dietrich

Nicholas Fair

David Fitzgerald

Wallace Long

Jason Raposa

Dave Travalini

### **Facility Review Committee**

Brian Cowan

Timothy Harris

Larry Munch

Karen Nowicki

Mark Robinson

Cynthia Sullivan

Glenn Trindade

### **Finance Committee**

Bruce Carbone

Ellen Hillery

Chris Lagan

Will Lane  
Jeff O'Neill  
Michael Schrader  
Susan Segarra  
James Sullivan

### **Historical Commission**

Andrea Burke  
Laura Connolly  
Rich Eustis  
Annemarie Fontecchio  
Michael Francis  
Cher Hamilton  
Jeanne Johnson  
Eugene Liscombe  
Isabel Nulter  
Paul Russell

### **Housing Authority**

Kaitlyn Arcand  
Eugene Cappozzoli  
Linda Donahue  
Hayley Fetrow  
Rita Larrabee  
Carl Rice

### **IDEA Committee**

Khalid Abdi  
Marques Crosby  
Susan Dietrich  
John Foresto  
Andrew Crow Henry  
Daniel Kerls  
William Kingsbury  
Judith Lane  
Brian Sharkey

### **Memorial Committee**

Peter Ciolek  
Douglas Downing  
John Larney  
Richard Parrella  
William Pride  
Robert Saleski

### **Open Space Committee**

Andrea Burke  
Laura Connolly  
Michael Francis  
Denise Legee  
Charlie Ross  
Tara Rice  
Jim Wickis  
Joanne Williams  
Tina Wright

### **Pride Day Committee**

Kristen Salera  
Sarah Stone

### **Thayer Property Governance Committee**

Dennis Crowley  
John Foresto  
Carl Rice

### **Zoning Board of Appeals**

Joe Barresi  
Tom Emero  
Christina Oster  
Gibb Phenegar  
Brian White

## MEETING SCHEDULE

Annual Town Meeting	May 9, 2022
Annual Town Election	May 17, 2022
Fall Town Meeting	November 14, 2022

Affordable Housing Committee	4 <sup>th</sup> Wednesday of each month – 7:00PM/Senior Center
Affordable Housing Trust	4 <sup>th</sup> Wednesday of each month – 7:00PM/Senior Center
Agricultural Committee	Monthly – Wednesdays (dates vary) – 7:30PM/Library.
Board of Assessors	Dates/Times vary – Assessor’s Office
Board of Health	2 <sup>nd</sup> and 4 <sup>th</sup> Monday of each month – 7:00PM/Library
Board of Selectmen	1 <sup>st</sup> and 3 <sup>rd</sup> Monday of each month – 7:00/Sanford Hall
Capital Improvement Planning Committee	2 <sup>nd</sup> and 4 <sup>th</sup> Tuesday of each month – 7:00PM/Senior Center
Community Preservation Committee	1 <sup>st</sup> Monday of each month – 7:30PM/High School Library
Conservation Commission	2 <sup>nd</sup> and 4 <sup>th</sup> Thursday of each month – 7:30PM/Sanford Hall
Council on Aging	2 <sup>nd</sup> Tuesday of each month – 2:00PM/Senior Center
Cultural Council	1 <sup>st</sup> Tuesday every other month – 7:00PM/Library
Design Review Committee	1 <sup>st</sup> and 3 <sup>rd</sup> Monday of each month – 7:00PM/Library
Economic Development Committee	1 <sup>st</sup> Tuesday of each month – 7:00PM/Senior Center
Finance Committee	2 <sup>nd</sup> Wednesday of each month – 7:00PM/Sanford Hall
Historical Commission	1 <sup>st</sup> Wednesday of each month – 7:30PM/Senior Center
Housing Authority	As posted – Management Office, Mahan Circle
Library Board of Trustees	1 <sup>st</sup> Tuesday of each month – 7:00PM/Library
Open Space Committee	1 <sup>st</sup> Tuesday of each month – 7:00PM/Senior Center
Parks and Recreation Commission	Last Wednesday of each month – 6:30/Sanford Hall
Planning and Economic Development Board	2 <sup>nd</sup> and 4 <sup>th</sup> Tuesday of each month – 7:00PM/Sanford Hall
School Committee	1 <sup>st</sup> and 3 <sup>rd</sup> Thursday of each month – 7:00PM/Middle School
Town-wide Energy Committee	3 <sup>rd</sup> Wednesday of each month – 7:30PM/Library
Water and Sewer Commission	Monthly - Mondays (dates vary) – 5:00PM/DPS Office
Zoning Board of Appeals	1 <sup>st</sup> and 3 <sup>rd</sup> Wednesday of each month – 7:30PM/Sanford Hall

**\*\* Note these are general meeting guidelines subject to change – additional/canceled meetings, alternative times, and locations.**



## Appointed Officers

### **Finance Director**

Carol Pratt

### **Town Manager**

Michael Boynton

### **Assistant Town Manager**

Allison Potter

### **Animal Control Officer**

Erin Mallette

### **Assessor**

Chris Park

### **Communications Director**

Sandy Johnston

### **Community & Economic Development Director**

Barbara Saint André

### **Community Housing Coordinator**

J. Douglas Havens

### **Conservation Agent**

Bridget Graziano

### **Council on Aging Director**

Courtney Riley

### **Department of Public Services Director**

Peter Pelletier

### **Emergency Management Director**

Deputy Chief Michael Fasolino

### **Fire Chief**

Jeffrey Lynch

### **Health Director**

Derek Kwok

### **Human Resources Coordinator**

Jessica Sinclair

### **Information Technology Director**

Richard Boucher

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

Jonathan Ackley

### **Labor Counsel**

Kevin Feeley, Jr

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

John Naff

### **Parks and Recreation Director**

Julie Harrington

### **Planning Coordinator**

Susan Affleck-Childs

### **Plumbing/Gas Inspector**

James Coakley

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

Gerard Smolinsky



## **Appointed Officers (Continued)**

### **Police Chief**

William Kingsbury

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

Douglas Downing

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

Tracy Stewart

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

W. James Allshouse

### **Select Board's Representative to GATRA**

Maryjane White

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

Frank Rossi

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

Michael Boynton

### **Select Boards' Representative to SWAP**

Glenn Trindade

### **Town Clerk**

Stefany Ohannesian

### **Veterans Agent**

Sarah Bateman

### **Wiring Inspector**

Jennifer Sweet

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

Barbara Saint André

### **Representatives to SWAP**

Richard Di Iulio

Denis Ceruti

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

Glenn Trindade

### **Town Counsel**

KP Law, P.C.

### **Treasurer -Collector**

Joanne Russo

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

Rolf Briggs

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

Douglas Downing

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

Barbara Saint André



## **Public Safety**

### **Animal Control Officer**

Erin Mallette

### **Emergency Management Director**

Deputy Chief Michael Fasolino

### **Fire Chief**

Jeffrey Lynch

### **Deputy Fire Chief/EMT**

Michael Fasolino

Craig Vinton

### **Chaplain**

Richard Marcoux

### **Group One**

Captain Tom Irwin

FF/Paramedic Michael Goss

FF/Paramedic Patrick Weaver

FF/EMT Nicholas Volz

FF/Paramedic Kenneth Cotnoir

### **Group Two**

Lt Matthew Anzivino

FF/EMT Brian Tracy

FF/Paramedic Paul Donovan

FF/Paramedic Morgan Dunn

FF/Paramedic Brian Kelley

### **Group Three**

Lt Christopher Stygles

FF/EMT David Leavenworth

FF/Paramedic Timothy Benoit

FF/Paramedic Michael Kalenak

FF/Paramedic Sarah Consolmagno

### **Group Four**

Lt James Kaufman

FF/EMT Kevin Moreau

FF/Paramedic Jack Lennon

FF/Paramedic Taylor Warren

FF/Paramedic Matthew St. Clair

### **On-Call Staff**

Deputy Chief Allen Tingley

Safety Officer Joseph MacDougall

Lt. Robert O'Neill

Lt. Peter Trufant

FF William Scherer

### **Administrative Assistant**

Natalie Lennon

### **Health Director**

Derek Kwok

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

Jonathan Ackley

**On-Call Building Inspector**

John Naff

**Plumbing/Gas Inspector**

James Coakley

**Assoc. Plumbing and Gas Inspector**

Gerard Smolinsky

**Wiring Inspector**

Jeffrey Hovey

**Police Chief**

William Kingsbury

**Police Lieutenants**

Lt. Jeffrey Watson

Lt. Matthew Reardon

**Police Sergeants**

Sgt. Jason Brennan

Sgt. Derek Harrington

Sgt. Peter Fasolino

Sgt. Robert O'Neil

Sgt. Ryan Ober

**Detectives**

Det. John Meincke

Det. Carl Sheppard

Det. Lauren Swarthout

**School Resource Officer**

Paul McLaughlin

**Patrol Officers**

William Freitas

Meghan Casey

Stephen Paschal

Anthony Nigro

Ryan Kahn

Katherine Sharkey

William White

Benjamin Leazott

Andy Chu

Thomas Godino

Christopher Bullen

John Gasparrini

Andrew Latosek

**Student Officer**

Andrew Harris

**JDP Mental Health Clinician**

Sam Dubois

**Police/Fire Communications Officers**

Hannah Furno, Supervisor

William Tagliaferri

Nicholas Cabral

Thomas Sicchio

Keri Bishop

Emily Clark

Eva Cann

**Special Police Officers**

Joseph MacDougall

John Rojee

Thomas Hamano

Andy Mahon

Daniel McGlynn

**School Traffic Supervisors**

Cheryl Goodspeed

Richard Malo

**Crossing Guard**

Gale Wilcox

**Traffic Supervisors**

Robert Rojee

Kevin Brennan

**Administrative Assistant**

Janice Hart



## **Town Employees**

### **Accounting**

Carol Pratt, Finance Director

Pamela Holder, Assistant Town Accountant

Allison Brown Caron, Accounting Assistant

### **Assessor**

Christopher Park, Principal Assessor

Rachael Cliff, Data Collector

### **Communications**

Sandy Johnston, Director

### **Community & Economic Development**

Barbara Saint Andre, Community & Economic Development  
Director

Doug Havens, Community Housing Coordinator

### **Conservation**

Bridget Graziano, Conservation Agent

### **Council on Aging**

Courtney Riley, Director

Marcia Lombardo, Outreach Worker

Kim Cookson, Outreach Worker

Kathy Bullock, Crafts and Day Trips

Judy Notturmo, Assistant Director/Transportation Director

Joseph Luchette, Driver

Deborah GrandPre, Driver

Ronald GrandPre, Driver

Barbara Vincent, Chef

### **Department of Public Works**

Peter Pelletier, Director

Jill Karakeian, Program Administrator

Julie Sampson, Administrative Assistant



Michelle Dowley, Administrative Assistant  
Robert McGee, Project Manager  
Stephanie Carlisle, Sustainability Coordinator  
Jack Tucker, Highway Superintendent  
Nolan Lynch, Assistant Superintendent, Highway  
Steve Carew, Parks Superintendent  
Daryl Blethen, Assistant Parks Superintendent  
Zachary Lindsey, Right-Of-Way Supervisor  
Trevor Albury, Parks Supervisor  
Felipe Oliveira, Parks, Heavy Equipment Operator  
Jason Miller, Parks, Heavy Equipment Operator  
Rick Nickerson, Fleet Maintenance Supervisor  
Vacant, Fleet Technician  
Jason Beksha, Parks, Heavy Equipment Operator  
David Malmberg, Highway, Heavy Equipment Operator  
Bill Scherer, Right-Of-Way Maintenance Supervisor  
Tom Blangeard, Highway, Heavy Equipment Operator  
Ken Semergian, Highway, Heavy Equipment Operator  
Ken Ogilvie, Highway, Heavy Equipment Operator  
Chad Chapin, Highway, Heavy Equipment Operator  
Barry Smith, Water/Sewer, Superintendent  
Ryan Fuer, Water/Sewer Systems Operator  
Mike Ellis, Water/Sewer Systems Operator  
Curtis Leduc, Water/Sewer Systems Operator  
Mark Leonardo, Water/Sewer Systems Operator  
Paul Morris, Water/Sewer Systems Operator  
Kyle Mee, Building Maintenance Assistant Trades Technician  
Michael Legendre, Building Maintenance Trades Technician  
Patrick Grassey, Recycling Center Operator  
Richard Dennis, Recycling Center Operator

## **Health**

Derek Kwok, Health Director

## **Human Resources**

Jessica Sinclair, Coordinator

## **Information Services**

Richard Boucher, Director  
Sean Peplinski, Network Engineer  
Jesse Cordeiro, Technology Specialist  
Sangeetha Subash, Database Administrator

David Scanlan, Technology Specialist

### **Library**

Margaret Perkins, MLS, Director

Lucy Anderson, Children's/Young Adult Librarian

Katherine Buday, Technical Services Librarian

Lorie Brownell, Library Assistant II

Susan Allison, Library Assistant I

Paula Labelle Belanger, Library Assistant I

Sandra Dobday, Library Assistant I

Diane Busa, Makerspace Coordinator

Lauren Guagenty, Substitute Library Assistant

Laura Kurzontkowski, Substitute Library Assistant

Eileen Yates, Substitute Library Assistant

Wendy Rowe, Substitute Library Assistant

Andrew Busa, Community Area Steward

### **Parks & Recreation**

Julie Harrington, Director

### **Planning & Economic Development**

Susan Affleck-Childs, Planning Coordinator

### **Town Clerk**

Stefany Ohannesian, Town Clerk

Morgan Harris, Assistant Town Clerk

### **Treasurer/Collector**

Joanne Russo, Treasurer/Collector

Marie Shutt, Assistant Treasurer/Collector

Doris Campagna, Assistant Collector

Pamela Wright, Payroll Administrator

### **Veterans Services**

Sarah Bateman, Veterans Director, MetroWest Veterans Services District

## **REPORT OF THE BOARD OF ASSESSORS**

### **GENERAL SCOPE AND FUNCTION**

The Department of the Board of Assessors is comprised of three volunteer appointed Medway citizens, and three full time staff employees: Principal Assessor, Assistant Assessor and Administrative Assessing 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 administer motor vehicle excise tax, compile, and submit the annual Tax Rate Recapitulation to the Department of Revenue, abate/exempt/ or defer taxes, defend established values on abatement applications and at Appellate Tax Board hearings, maintain tax assessment maps, and oversee 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 of the scope of the Assessing Department.

### **FISCAL YEAR 2023 – Certification Year**

Fiscal year 2023 was a Certification year for the Town of Medway. This type of town valuation occurs every fifth year for each municipality in the Commonwealth of Massachusetts. Assessors review the market information and adjust values accordingly. The assessment date for all property in Medway was January 1, 2022, for Fiscal Year 2023. \*

\*(except properties that have current permits, the date of assessment was June 30, 2022, 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 2021.
- Commercial and 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 schedules.

### **TAX RATE SUMMARY**

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 2023 was \$47,692,986.51. Listed below is the percentage of the tax levy by property classification. The Department of Revenue approved a Tax Rate of \$15.94 per 1000 of value.

CLASSIFICATION	VALUATION	TAX DOLLARS	LEVY PERCENT
CLASS 1 - RESIDENTIAL	2,345,164,313	37,381,919.15	78%
CLASS 2 - OPEN SPACE	0	0.00	0%
CLASS 3 - COMMERCIAL	100,825,189	1,607,153.51	3%
CLASS 4 - INDUSTRIAL	324,799,904	5,177,310.47	11%
CLASS 5 - PERSONAL PROPERTY	221,242,370	3,526,603.38	7%
TOTAL	2,992,031,776	47,692,986.51	100%

Note: The total dollar amount needed to meet town spending was \$78,460,808.51 for FY2023. The tax levy portion is \$47,692,986.51 or 60%. The other 40% of the amount needed is obtained through state reimbursements and distributions, local receipts, free cash, and other revenue sources.

### **SUMMARY**

The real estate market in Medway for the most part, saw an increase in values. Residential values had an overall increase of 14%. There were several homes built in the development between Holliston and Winthrop Streets as well as several large additions. Condominiums decreased approximately 1%. This decrease was due to the reclassification of the Willows property from condominium to a communal living home. Commercial and industrial properties showed an 8.3% increase due to the completion of a large addition at 21 Trotter Dr and renovations done to 4 Marc Dr.

A public hearing was held on November 21, 2022, in which the Board of Selectman chose to tax all classes of property at the same rate, also known as a single rate or a factor of one.

Property values, tax assessment maps, and FAQ's relating to various functions of the assessing department can be found on the town website ([www.townofmedway.org](http://www.townofmedway.org)) Please feel free to call, email, or visit the office if you have any questions regarding your property value or the assessment process in general.

I would like to thank the Board of Selectmen, Town Administrator, and members of the Board of Assessors for their assistance and support during fiscal year 2023.

Respectfully submitted,

Christopher Park, MAA, Principal Assessor

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

The annual report for the fiscal year ending June 30, 2022, is hereby submitted showing the collections and debt activity for the year.

### **2022 COLLECTIONS**

Real Estate Tax collections were 99.3% of the budget, Motor Vehicle Excise taxes were at 109.4% of budget and penalty & Interest on Taxes were 207.5% of budget.

The Real Estate and Property Tax collections were above the normal benchmark collection rate of approximately 98%. Total collections for the year totaled of \$44.7M.

In FY2022, we had collections of \$2.1M in Motor Vehicle Excise Tax, which is above what has been collected in previous fiscal year. This increase is due to the rebound in car sales after the decrease during COVID.

I would like to extend a special thank you to the staff; Marie Shutt, Assistant Treasurer/Collector, Doris Campagna, Assistant Collector and Pamela Wright, Payroll Administrator. I am very grateful to the staff for their continue support and assistance during the last fiscal year. They were truly dedicated to their jobs, Medway residents and to the Town of Medway employees.

Respectfully submitted,

Joanne M. Russo CMMT,  
CMMC Treasurer/Collector

### **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 FY2007 by the Select Board. The amount of debt a community has is an important indicator of the Town's fiscal management and is used by the bond rating agencies when evaluating the Town.

## TOWN OF MEDWAY BONDS (LONG-TERM DEBT)

ISSUE DATE	BOND TYPE	MATURITY DATE	ORIGINAL BORROWING	BALANCE 6/30/2022	TRUE INTEREST COST
9/23/2020	MULTIPURPOSE GOB	9/15/2040	\$8,510,000	\$8,065,000	1.34%
9/12/2019	MULTIPURPOSE GOB	9/15/2039	\$15,185,000	\$13,530,000	1.99%
9/12/2018	MULTIPURPOSE GOB	9/15/2032	\$3,355,000	\$2,575,000	2.57%
9/12/2018	MCWT GOB	7/15/2038	\$500,000	\$437,922	2.00%
2/21/2018	MCWT GOB	1/15/2036	\$1,103,563	\$893,839	2.00%
4/13/2017	SEPTIC REPAIRS	1/15/2037	\$200,000	\$150,562	0.00%
9/15/2016	MULTIPURPOSE GOB	9/15/2026	\$2,920,138	\$1,170,000	1.21%
3/15/2015	MULTIPURPOSE GOB	3/15/2029	\$5,113,950	\$2,235,000	2.02%
1/07/2015	MCWT GOB	7/15/2035	\$1,501,102	\$1,047,315	2.00%
5/15/2013	MULTIPURPOSE GOB	5/15/2033	\$6,250,000	\$3,415,000	2.22%
9/15/2012	MULTIPURPOSE GOB	9/15/2032	\$5,100,000	\$2,310,000	1.98%
2/15/2012	MULTIPURPOSE GOB	2/15/2032	\$8,118,000	\$3,800,000	2.02%
08/15/2010	MULTIPURPOSE GOB	8/15/2029	\$7,501,093	\$2,530,000	2.43%
10/15/2009	MULTIPURPOSE GOB	10/15/2029	\$7,328,610	\$1,605,000	2.92%
11/15/2006	MULTIPURPOSE GOB	11/25/2025	\$11,446,000	\$2,380,000	4.00%
8/01/2004	SEPTIC REPAIRS	8/1/2023	\$71,339	\$7,198	5.01%
4/15/2003	MULTIPURPOSE GOB	4/15/2022	\$4,294,000	\$0	3.73%
<b>TOTAL BALANCE- Long Term Debt</b>					<b>WEIGHTED AVERAGE TIC</b>
					<b>1.83%</b>

### TREASURER REPORT

General Fund	30,248,901.50
Treasurer/Collector	318,272.90
Payroll	0.00

<b>Vendor</b>	<b>0.00</b>
<b>CPA</b>	<b>4,087,868.95</b>
<b>Economic Redevelopment</b>	<b>14,139.01</b>
<b>Police Law Enforcement</b>	<b>8,563.45</b>
<b>Planning Review</b>	<b>37,990.22</b>
<b>Planning Observation</b>	<b>97,626.46</b>
<b>Stabilization Funds *</b>	<b>12,213,188.03</b>
<b>Scholarships</b>	<b>936,559.04</b>
<b>Performance Bonds</b>	<b>1,439,324.40</b>
<b>Student Activity</b>	<b>147,361.94</b>
<b>School Lunch</b>	<b>376,043.67</b>
<b>Education Fund</b>	<b>4,127.18</b>
<b>Library Trust</b>	<b>142,562.29</b>
<b>Cemetery Trust</b>	<b>11,625.96</b>
<b>Art &amp; Lottery</b>	<b>6,799.66</b>
<b>Elderly Disabled Fund</b>	<b>1,029.96</b>
<b>Christmas Parade</b>	<b>27,323.61</b>
<b>Affordable Housing</b>	<b>453,906.32</b>
<b>Conservation Commission</b>	<b>3,742.32</b>
<b>Conservation Fund</b>	<b>102,083.98</b>
<b>OPEB Trust</b>	<b>2,130,625.15</b>
<b>Pride Day</b>	<b>21,978.78</b>
<b>Family Day</b>	<b>15,850.35</b>
<b>ZBA Observation</b>	<b>45,234.13</b>
<b>TOTAL CASH 06/30/2022</b>	<b>52,892,729.26</b>

\*STABILIZATION BY ACCOUNT  
 CAPITAL STABILIZATION  
 \$7,193,044.81  
 SEWER STABILIZATION \$211,536.49  
 ATHLETIC STABILIZATION  
 \$399,084.88  
 DEBT STABILIZATION \$245,846.62  
 GENERAL STABILIZATION  
 \$4,163,675.23

## **REPORT OF THE FINANCE DIRECTOR/TOWN ACCOUNTANT**

The role of the Office of the Town Accountant's Office to ensure that the appropriate financial and auditing controls are maintained in an efficient, cost-effective, and responsive manner. The office oversees all departmental appropriations, ensuring that departments operate within their annual budget. All receipts received by the town are reviewed as well, to ensure all funds are applied correctly. In addition, the office is responsible for maintaining all financial records, and ensuring that they are compliant with federal, state, and local laws and regulations.

Sound fiscal practices and policies have led the Town to its thirteenth consecutive year without a Management Letter from the auditors. This means that during the annual audit, the auditors found no reportable conditions. This is a strong indication of Medway's fiscal stability and strength. For the FY2022 audit, the Town contracted with Roselli, Clark & Associates CPA's.

Overall revenue collections for FY2022 were 102.6% of the revenue budget and expenses were 96.4% of the expense budget. Strong revenues, along with expense controls, resulted in \$4.2M in General Fund free cash. Medway's free cash, and its stabilization funds, combine to give Medway a healthy reserve percentage of 15.9% of the annual budget for FY2022. This is on the high end of the target percentage range that is used to evaluate municipal financial statements.

After many years of consistently strong financial direction and leadership, the Town received a bond rating of AAA from Standard and Poor's on July 14, 2022. Medway is one of 75 communities in the State to have achieved this rating from S&P. S&P Global stated in their most recent press release that the rating reflects their opinion of Medway's very strong economy, strong management with good financial policies and practices, very strong budgetary performance and flexibility, very strong liquidity, and a very strong debt and contingent liability position. The Medway Financial Team and the Select Board are very proud of this achievement, which has resulted in a reduction in the interest rate charged to the Town when borrowing for capital projects.

At the 2022 Annual Town Meeting, the Town voted to designate \$300k from the local receipts received from the local meals tax to the OPEB (Other Post-Employment Benefits) Trust account. This demonstrates the financial commitment that the Town has made to address this liability in a responsible manner. During FY2019, the Investment Advisory Committee was formed and developed the OPEB Trust Investment Policy, the Trust and Stabilization Investment Policy and selected Rockland Trust as our Investment Management Group. In FY2021, along with the \$300,000 addition, the Trust realized a 54.4% increase in value. And in FY2022, the Trust realized a 6.2% increase in value, which includes the



\$300k Town Meeting approved addition. The balance of the OPEB Trust Investment at the close of the fiscal year was \$2,130,625.

Included is the Combined Balance Sheet and a Combined Statement of Changes in Revenues, Expenditures and Fund Balances as of June 30, 2022.

The full set of financial statements are available on the Town of Medway's website, or by requesting them from the Accounting Office.

I wish to thank the members of the Finance Team for their invaluable help throughout the year. Thank you as well to the Select Board and the citizens of Medway. It is a privilege to serve in this community.

Respectfully submitted,

Carol Pratt, Finance Director/Town Accountant

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

The Town of Medway continues to fund improvements in infrastructure, applications, cybersecurity, and end user equipment. The continued support of these systems is critical to maintaining inter-departmental communications, efficient workflows for all departments, and supporting our community needs.

A few accomplishments within Fiscal 2022 include:

- Continued support of 1:1 mobile device to support all staff and students digital learning.
- The continued lifecycle replacement of desktop computers, projection systems, and network components to support the community.
- Implementation of Office 365 for the Medway Police Department
- Continued cybersecurity efforts focused on layers of security through staff training, preventative measures, and improving our recovery capabilities.
- Through the School Department, received a COPS Grant for \$375,000 to improve and upgrade our video surveillance systems and physical security posture.

- Received a Community Compact grant for \$42,000, to implement mobile devices in our first responder vehicles that provides critical information and connectivity for our staff.
- Received a Federal EECF grant, for \$135,000 to support 1:1 computing and digital learning throughout our schools.

Fiscal 2023 will continue to focus on our primary goals of supporting all department's efficient workflows, increasing information transparency to our community, expanding our cybersecurity training efforts, and maintaining the 1:1 mobile device access to support digital learning. The technology plan is a fluid mechanism used to provide guidance year to year and project future needs for up to five years. The FY23 initiatives include:

- Continued lifecycle support for the school's 1:1 initiative.
- Maintain classroom projection systems at all schools.
- Maintain and improve the video surveillance systems throughout the town.
- Increase cybersecurity training, awareness, and preparedness.
- Improve our workflows and data processing systems by implementing a more efficient Human Resource Processing system.

Respectfully submitted,

Richard Boucher  
Director of Information Services

### **Annual Report of the Town Clerk's Office**

Stefany Ohannesian is the appointed Town Clerk as of February 2021, and Morgan Harris is the Assistant Town Clerk as of September 2021. Both Stefany and Morgan possess their Notary Public and Justice of the Peace certification to better serve the needs of the Town and the community.

There were three elections held in calendar year of 2022 that consisted of May 17, 2022, September 6, 2022 (State Primary), November 8, 2022 (State Election). Everything went very well with newly added laws in regard to mail in ballots and Early Voting requirements. Two Town Meetings also took place in 2022, May 9<sup>th</sup> and November 14<sup>th</sup>.

Please find the results of the Town, State Primary and State Elections and two town meetings minutes attached as well as the Vital Records report of the office for 2022.

**TOWN OF MEDWAY  
WARRANT FOR MAY 9, 2022  
SPECIAL 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 9, 2022**, at 7:00 PM, then and there to act on the following articles:

**Meeting was called to order at 7:01 p.m. by Moderator Mark Cerel with a quorum being met at 104 voters.**

**ARTICLE 1:** (Free Cash Transfer: Snow and Ice Deficit)

To see if the Town will vote to transfer \$95,000 from Certified Free Cash for the purpose of funding the Snow & Ice Fiscal Year 2022 appropriation deficit, or act in any manner relating thereto.

**DEPARTMENT OF PUBLIC WORKS**

**Voice Vote**

**(Unanimous)**

**ARTICLE 2:** (Prior Year Bills)

To see if the Town will vote to transfer a sum of money for the purpose of paying prior year, unpaid bills of the Town, or act in any manner relating thereto.

**SELECT BOARD**

**VOTED: To transfer \$360 from the DPW Snow and Ice Account and \$493 from the Health Department office supplies account for the purpose of paying prior year, unpaid bills of the Town.**

**Voice Vote**

**(Unanimous)**

**ARTICLE 3:** (Free Cash Transfer – Fund Hazard Mitigation Plan Update)

To see if the Town will vote to transfer \$21,000 from Certified Free Cash for the purpose of funding the update of the Town’s Hazard Mitigation Plan, or act in any manner relating thereto.

**SELECT BOARD**

**Voice Vote**

**(Unanimous)**

**ARTICLE 4:** (Free Cash Transfer – Property Appraisal/Evaluation)

To see if the Town will vote to transfer \$30,000 from Certified Free Cash for the purpose of funding professional services, including appraisals, engineering and environmental studies and assessments, and/or site evaluations, with respect to property or properties the Town may consider acquiring for various municipal uses, or act in any manner relating thereto.

**SELECT BOARD**

**Voice Vote**

**(Unanimous)**

**ARTICLE 5:** (Free Cash Transfer to General Stabilization)

To see if the Town will vote to transfer \$200,000 from Certified Free Cash to the General Stabilization Fund, or act in any manner relating thereto.

**SELECT BOARD**

**Voice Vote**

**(Unanimous)**

**ARTICLE 6:** (Free Cash Transfer to Capital Stabilization)

To see if the Town will vote to transfer \$155,000 from Certified Free Cash to the Capital Stabilization Fund, or act in any manner relating thereto.

**SELECT BOARD**

**Voice Vote**

**(Unanimous)**

**ARTICLE 7:** (Repurpose Monetary Article – School Project)

To see if the Town will vote to transfer the sum of \$55,249 from the funds authorized under Article 11 of the May 10, 2021 Annual Town Meeting to seal an air infiltration at the High School, which amount is no longer needed for such purpose, to support the construction of an outdoor classroom at the Memorial School, or act in any manner relating thereto.

**SCHOOL DEPARTMENT**

**Voice Vote**

**(Unanimous)**

**ARTICLE 8:** (Authorize Home Rule Petition to Eliminate Sub-Precinct 1A)

To see if the Town will vote to authorize the Select Board to petition General Court for special legislation to eliminate the sub-precinct 1A, created following the 2020 annual census resulting in redrawn precinct lines, and restore this sub-precinct to precinct 2, and to authorize the General Court to make clerical or editorial changes of form only to any bill so filed unless approved in advance by the Select Board, and to authorize the Select Board to approve such revisions as fall within the public purpose of this vote, or act in any manner relating thereto.

**SELECT BOARD**

**Voice Vote**

**(Unanimous)**

**Meeting adjourned at 7:15 p.m.**

**A TRUE COPY ATTEST:**

---

Stefany Ohannesian, Town Clerk

TOWN OF MEDWAY  
September 6, 2022  
STATE PRIMARY ELECTION  
OFFICIAL CERTIFIED RESULTS -  
DEMOCRATIC

	Prec. 1	Prec. 2	Prec. 3	Prec. 4	Total
<b>GOVERNOR vt. 1</b>					
Sonia Rosa Chang-Diaz	32	36	51	48	167
Maura Healy	297	323	341	310	1271
Write-ins	1	1	0	1	3
Blanks	4	4	7	5	20
Total	334	364	399	364	1461

**LIEUTENANT GOVERNOR vt. 1**

Kimberley Driscoll	135	171	182	162	650
Tami Gouveia	72	59	80	62	273
Eric P. Lesser	110	109	111	115	445
Write-ins	0	0	0	1	1
Blanks	17	25	26	24	92
Total	334	364	399	364	1461

**ATTORNEY GENERAL vt. 1**

Andrea Joy Campbell	165	158	182	142	647
Shannon Erika Liss-Riordan	93	114	140	141	488
Quentin Palfrey	59	72	59	66	256
Write-ins	0	2	0	1	3
Blanks	17	18	18	14	67
Total	334	364	399	364	1461

**SECRETARY OF STATE vt. 1**

William Francis Galvin	249	278	291	286	1104
Tanisha M. Sullivan	79	76	98	71	324
Write-ins	0	2	0	1	3
Blanks	6	8	10	6	30
Total	334	364	399	364	1461

**TREASURER vt. 1**

Deborah B. Goldberg	273	302	327	321	1223
Write-ins	0	2	3	1	6
Blanks	61	60	69	42	232
Total	334	364	399	364	1461

**AUDITOR vt. 1**

Christopher S. Dempsey	146	157	129	152	584
Diane DiZoglio	162	173	231	179	745
Write-ins	0	2	0	1	3
Blanks	26	32	39	32	129
Total	334	364	399	364	1461

**REP. IN CONGRESS vt. 1**

James P. McGovern	287	318	331	332	1268
Write-ins	0	3	1	0	4
Blanks	47	43	67	32	189
Total	334	364	399	364	1461

**COUNCILLOR vt. 1**

Robert L. Jubinville	261	284	314	307	1166
Write-ins	0	1	2	1	4
Blanks	73	79	83	56	291
Total	334	364	399	364	1461

**SENATOR IN GENERAL COURT vt. 1**

Karen E. Spilka	282	312	346	332	1272
Write -ins	1	1	2	1	5
Blanks	51	51	51	31	184
Total	334	364	399	364	1461

**REP. IN GENERAL COURT vt. 1**

Jeffrey N. Roy	0	306	341	328	975
Write-ins	45	3	1	0	49
Blanks	289	55	57	36	437
Total	334	364	399	364	1461

**DISTRICT ATTORNEY vt. 1**

Michael W. Morrissey	271	299	325	319	1214
Write-ins	2	1	2	1	6
Blanks	61	64	72	44	241
Total	334	364	399	364	1461

**SHERIFF vt. 1**

Patrick W. McDermott	265	291	318	313	1187
Write-Ins	2	2	1	1	6
Blanks	67	71	80	50	268
Total	334	364	399	364	1461

**COUNTY COMMISSIONER vt. 1**

Peter H. Collins	80	81	104	99	364
Paul G. Yorkis	238	254	280	253	1025
Write-ins	0	1	0	1	2
Blanks	16	28	15	11	70
Total	334	364	399	364	1461

Number of Registered Voters      10,331



TOWN OF MEDWAY  
September 6, 2022  
STATE PRIMARY ELECTION  
OFFICIAL CERTIFIED RESULTS -  
REPUBLICAN

	Prec. 1	Prec. 2	Prec. 3	Prec. 4	Total
<b>GOVERNOR vt. 1</b>					
Geoff Diehl	72	93	88	89	342
Chris Doughty	115	95	106	129	445
Write-ins	0	1	1	0	2
Blanks	0	0	1	1	2
Total	187	189	196	219	791
<b>LIEUTENANT GOVERNOR vt. 1</b>					
Leah V. Allen	58	76	69	87	290
Kate Campanale	120	95	116	121	452
Write-ins	0	0	0	0	0
Blanks	9	18	11	11	49
Total	187	189	196	219	791
<b>ATTORNEY GENERAL vt. 1</b>					0
James R. McMahon, III	150	145	150	174	619
Write-ins	0	0	2	0	2
Blanks	37	44	44	45	170
Total	187	189	196	219	791
<b>SECRETARY OF STATE vt. 1</b>					
Rayla Campbell	145	145	150	173	613
Write-ins	0	0	5	0	5
Blanks	42	44	41	46	173
Total	187	189	196	219	791
<b>TREASURER vt. 1</b>					
Write-ins	4	16	18	21	59
Blanks	183	173	178	198	732
Total	187	189	196	219	791
<b>AUDITOR vt. 1</b>					
Anthony Amore	140	134	147	167	588
Write-ins	0	0	0	0	0
Blanks	47	55	49	52	203
Total	187	189	196	219	791

**REP. IN CONGRESS vt. 1**

Jeffrey A. Sossa-Paquette	140	137	142	167	586
Write-ins	2	0	7	2	11
Blanks	45	52	47	50	194
Total	187	189	196	219	791

**COUNCILLOR vt. 1**

Write-ins	9	25	25	32	91
Blanks	178	164	171	187	700
Total	187	189	196	219	791

**SENATOR IN GENERAL COURT vt. 1**

Write -ins	7	17	18	17	59
Blanks	180	172	178	202	732
Total	187	189	196	219	791

**REP. IN GENERAL COURT vt. 1**

Michael J. Soter	141	0	0	0	141
Write-ins	0	15	20	19	54
Blanks	46	174	176	200	596
Total	187	189	196	219	791

**DISTRICT ATTORNEY vt. 1**

Write-ins	5	11	18	15	49
Blanks	182	178	178	204	742
Total	187	189	196	219	791

**SHERIFF vt. 1**

Write-Ins	4	9	18	16	47
Blanks	183	180	178	203	744
Total	187	189	196	219	791

**COUNTY COMMISSIONER vt. 1**

Write-ins	8	15	20	26	69
Blanks	179	174	176	193	722
Total	187	189	196	219	791

Number of Registered Voters      10,331

**TOWN OF MEDWAY  
WARRANT FOR 2022  
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 14, 2022, at 7:00 PM, then and there to act on the following articles:

The meeting was called to order by Moderator Laura Mullen at 7:07 PM with a quorum being met with 243 voters present.

There was a motion to allow non-residents to speak as well as naming Manoj Mathew as the Deputy Moderator for Article 24 as Moderator Laura Mullen had a Conflict of Interest with.

**Voice Vote** **(Unanimous)**

Article 1: (Raise and Appropriate: Fiscal Year 2023 Debt Budget)  
To see if the Town will raise and appropriate the sum of \$495,000 in fiscal year 2023 and transfer this sum to the fiscal year 2023 debt budget, or act in any manner relating thereto.

**SELECT BOARD**

**Voice Vote – 2/3 needed** **(Majority)**

Article 2: (Acquire 120 Main Street)  
To see if the Town will vote to authorize the Select Board to acquire by gift, purchase, eminent domain or otherwise and to accept the deed to the Town of a fee simple interest in all or a portion of 120 Main Street, Assessor's Parcel 39-069, and described in a deed recorded in the Norfolk County Registry of Deeds in Book 9695, Page 721, containing 8.309 acres more or less, including all structures and fixtures thereon, upon such terms and conditions as the Select Board shall determine to be appropriate, to be under the care, custody, management and control of the Select Board for general municipal purposes, and, further, to see if the Town will vote to appropriate the sum of \$4,515,000 to pay the costs of acquiring the property and for the payment of all other costs incidental and related thereto, and to meet this appropriation the Treasurer with the approval of the Select Board is authorized to borrow such sum under General Laws Chapter 44, section 7 or any other enabling authority, and further to authorize the Select Board and Town officers to execute all instruments and agreements and take all related actions necessary or appropriate to carry out this acquisition, including the submission, on behalf of the Town, of any and all applications deemed necessary for

grants and/or reimbursements from any state or federal programs and to receive and accept such grants or reimbursements for this purpose, or act in any manner relating thereto.

**MOTION: To authorize the Select Board to acquire by eminent domain or purchase and to accept the deed to the Town of a fee simple interest in all or a portion of the property located at 120 Main Street as more fully described in the warrant, including all structures and fixtures thereon, upon such terms and conditions as the Select Board shall determine to be appropriate, to be under the care, custody, management and control of the Select Board for general municipal purposes, and to appropriate the sum of \$4,515,000 to pay the costs of acquiring the property and all other costs incidental and related thereto, and to meet this appropriation the Treasurer with the approval of the Select Board is authorized to borrow such sum under General Laws Chapter 44, section 7 or any other enabling authority, and further to authorize the Select Board and Town officers to execute all instruments and agreements and take all related actions necessary or appropriate to carry out this acquisition, including the submission, on behalf of the Town, of any and all applications deemed necessary for grants and/or reimbursements from any state or federal programs and to receive and accept such grants or reimbursements for this purpose.**

#### **SELECT BOARD**

**Voice Vote – 2/3 needed**

**(Passed - 2/3 Declared)**

Article 3: (Acquire 72B Main Street)

To see if the Town will vote to authorize the Select Board to acquire by gift, purchase, eminent domain or otherwise and to accept the deed to the Town of a fee simple interest in all or a portion of 72B Main Street, Assessor's Parcel 40-051-0001, containing 0.814 acres more or less, including all structures and fixtures thereon, upon such terms and conditions as the Select Board shall determine to be appropriate, to be under the care, custody, management and control of the Select Board for general municipal purposes, and, further, to see if the Town will vote to appropriate the sum of \$405,000 to pay the costs of acquiring the property and for the payment of all other costs incidental and related thereto, and to meet this appropriation the Treasurer with the approval of the Select Board is authorized to borrow such sum under General Laws Chapter 44, section 7 or any other enabling authority, and further to authorize the Select Board and Town officers to execute all instruments and agreements and take all related actions necessary or appropriate to carry out this acquisition, including the submission, on behalf of the Town, of any and all applications deemed necessary for grants and/or reimbursements from any state or federal programs and to receive and accept such grants or reimbursements for this purpose, or act in any manner relating thereto.

**MOTION: To authorize the Select Board to purchase and to accept the deed to the Town of a fee simple interest in all or a portion of the property located at 72B Main Street as more fully described in the warrant, including all structures and fixtures thereon, upon such terms and conditions as the Select Board shall determine to be appropriate, to be under the care, custody, management and control of the Select Board for general municipal purposes, and, further, to appropriate the sum of \$405,000 to pay the costs of acquiring the property and all other costs**

**incidental and related thereto, and to meet this appropriation the Treasurer with the approval of the Select Board is authorized to borrow such sum under General Laws Chapter 44, section 7 or any other enabling authority, and further to authorize the Select Board and Town officers to execute all instruments and agreements and take all related actions necessary or appropriate to carry out this acquisition, including the submission, on behalf of the Town, of any and all applications deemed necessary for grants and/or reimbursements from any state or federal programs and to receive and accept such grants or reimbursements for this purpose.**

**SELECT BOARD**

**Voice Vote – 2/3 needed**

**(Passed – 2/3 declared)**

Article 4: (Accept Gift of Land: 72A Main Street)

To see if the Town will vote to authorize the Select Board to acquire by gift, purchase, eminent domain or otherwise and to accept the deed to the Town of a fee simple interest in all or a portion of a parcel of land located at 72A Main Street, Assessor’s Parcel 40-051-0002, containing 2.514 acres more or less, including all structures and fixtures thereon, upon such terms and conditions as the Select Board shall determine to be appropriate, to be under the management and control of the Select Board for general municipal purposes, and, further, to see if the Town will vote to transfer from available funds or raise and appropriate the sum of \$5,000 to pay costs of acquiring the property and for the payment of all other costs incidental and related thereto and to authorize the Select Board and Town officers to execute all instruments and agreements and take all related actions necessary or appropriate to carry out this acquisition, including the submission, on behalf of the Town, of any and all applications deemed necessary for grants and/or reimbursements from any state or federal programs and to receive and accept such grants or reimbursements for this purpose, or act in any manner relating thereto.

**MOTION: To authorize the Select Board to acquire by gift and to accept the deed to the Town of a fee simple interest in all or a portion of a parcel of land located at 72A Main Street as more fully described in the warrant, including all structures and fixtures thereon, upon such terms and conditions as the Select Board shall determine to be appropriate, to be under the management and control of the Select Board for general municipal purposes, and to transfer \$5,000 from certified free cash to pay costs of acquiring the property and all other costs incidental and related thereto and to authorize the Select Board and Town officers to execute all instruments and agreements and take all related actions necessary or appropriate to carry out this acquisition, including the submission, on behalf of the Town, of any and all applications deemed necessary for grants and/or reimbursements from any state or federal programs and to receive and accept such grants or reimbursements for this purpose.**

**SELECT BOARD**

**Voice Vote – 2/3 needed**

**(Unanimous)**

Article 5: (Raise and Appropriate: Fiscal Year 2023 DPW Budget)

To see if the Town will raise and appropriate the sum of \$85,000 in fiscal year 2023 and transfer this sum to the fiscal year 2023 Public Works Department Vehicle Fuel Budget, or act in any manner relating thereto.

**SELECT BOARD**

**Voice Vote – Majority needed**

**(Unanimous)**

Article 6: (Prior Year Bills)

To see if the Town will vote to transfer \$214.50 from the Fiscal Year 2023 Human Resources Other Purchased Services Account and \$335 from the Fiscal Year 2023 Solid Waste Recycling Disposal Account for the purpose of paying prior year, unpaid bills of the Town, or act in any manner relating thereto.

**SELECT BOARD**

**Voice Vote – 9/10 needed**

**(Unanimous)**

Article 7: (Free Cash Transfer to Facility Stabilization Fund)

To see if the Town will vote to transfer \$1,000,000 from Certified Free Cash to the Capital Stabilization Fund, or act in any manner thereto.

**SELECT BOARD**

**Voice Vote – Majority needed**

**(Unanimous)**

Article 8: (Fund High School Tennis and Pickle Court Lights from Free Cash and/or Community Preservation Act Funds)

To see if the Town will vote to transfer \$240,000 from available funds for the purpose of purchasing and installing the following capital items, and for the payment of all other costs incidental or related thereto:

Project	Department	Cost
Lights at High School Pickle Ball/Tennis Courts	Public Works	\$240,000
	<b>Total</b>	<b>\$240,000</b>

Or act in any manner relating thereto.

**SELECT BOARD**

**MOTION: The Select Board moved to transfer \$55,000 in Certified Free Cash for the purpose of providing lighting for the Pickleball courts at Medway High School.**

**Standing Count – Majority needed**

**(Yes – 169 No – 18)**

Article 9: (Free Cash Transfer: Athletic Field Stabilization Fund)

To see if the Town will vote to transfer \$75,000 from Certified Free Cash to the Athletic Field Stabilization Fund, or act in any manner relating thereto.

## **FINANCE COMMITTEE**

**Voice Vote – Majority needed**

**(Unanimous)**

Article 10: (Borrowing -Water Enterprise Fund - Fund Lead Water Line Study)

To see if the Town will vote to appropriate the sum of \$140,000 for the purpose of funding a lead service water line inventory and development of a replacement plan for such water lines; that to meet this appropriation the Treasurer with the approval of the Select Board be authorized to borrow \$140,000 and issue bonds or notes therefore pursuant to the provisions of General Laws Chapter 44, section 8, Chapter 29C, or any other enabling authority; that such bonds or notes shall be general obligations of the Town unless the Treasurer with the approval of the Select Board determines that those bonds should be issued as limited obligations and may be secured by local system revenues as defined in Section 1 of Chapter 29C; that the Treasurer with the approval of the Select Board be authorized to borrow all or a portion of such amount from the Massachusetts Clean Water Trust established pursuant to Chapter 29C; and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and otherwise to contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; that the Select Board be authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the project and to take any other action necessary to carry out the project; and further, to authorize the Select Board and Town officers to take all related actions necessary or appropriate to carry out the purpose of this article, including the execution of contracts in excess of three years to undertake or assist with the inventory and plan, and the submission, on behalf of the Town, of any and all applications deemed necessary for grants and/or reimbursements from any state or federal programs and to receive and accept such grants or reimbursements for this purpose, or act in any manner relating thereto.

## **PUBLIC WORKS DEPT**

**MOTION: To authorize the Treasurer with the approval of the Select Board to borrow \$140,000 and issue bonds or notes therefore pursuant to the provisions of General Laws Chapter 44, section 8, Chapter 29C, or any other enabling authority for the purpose of funding a lead service inventory and development of a replacement plan for such water lines, and to authorize the Select Board and Town officers take such further action, all as printed in the warrant.**

**Voice Vote – 2/3 needed**

**(Unanimous)**

Article 11: (Borrowing - Water Enterprise Fund– Oakland Well Water Line to New Centralized Water Treatment Plant)

To see if the Town will vote to authorize the Treasurer with the approval of the Select Board to borrow \$610,000 under General Laws Chapter 44, section 8 or any other enabling authority for the purpose of funding the construction of a water line from the Oakland Well to the new centralized water treatment plan, including engineering, design and project management services, site preparation, and for the payment of all other costs incidental and related thereto; and further, to authorize the Select Board to

apply for, accept and expend any county, state or federal grant for this purpose, or act in any manner relating thereto.

## **SELECT BOARD**

**Voice Vote – 2/3 needed**

**(Unanimous)**

Article 12: (Endorse Master Plan)

To see if the Town will vote to accept the following Resolution to endorse the 2022 Medway Master Plan.

Whereas, the 2022 Medway Master Plan has been created with the input of Medway citizens, organizations, local government representatives, and Town administration;

And whereas, the Medway Planning and Economic Development Board has approved the 2022 Medway

Master Plan, consisting of 24 goals and many specific strategies, in 4 different categories;

And whereas, the 2022 Medway Master Plan has been posted on the Town of Medway website under the Master Plan Committee webpage;

Now, therefore be it hereby resolved, that the Medway Town Meeting endorses the 2022 Medway Master Plan, as approved by the Medway Planning and Economic Development Board on October 25, 2022.

Or to act in any manner relating thereto.

## **MASTER PLAN COMMITTEE AND PLANNING AND ECONOMIC DEVELOPMENT BOARD**

**MOTION: That the Town Meeting endorse the 2022 Medway Master Plan as adopted by the Planning and Economic Development Board and referenced in the warrant.**

**Voice Vote – Majority needed**

**(Majority)**

Article 13: (Amend General Bylaws: Permit/License Security)

To see if the Town will vote to amend the General Bylaws by adding a new Bylaw as follows:

### **Section XXXIII Security Posted in Connection with Licenses, Permits and Approvals**

#### **Section 33.1 Purpose**

The purpose of this Bylaw is to provide a mechanism for the application by Town officers, boards, committees and commissions of security posted by applicants in connection with their obtaining licenses, permits, approvals, authorizations and contracts. This Bylaw is adopted pursuant to the home rule authority of the Town and the authority conferred by G.L. c. 44, § 53G½.

#### **Section 33.2 Scope**

It is the intent of this Bylaw to govern as broad a range of situations as possible in which Town officers, boards, committees and commissions require some form of security from applicants, provided that this Bylaw shall not apply to deposits or other financial surety received under G.L. c. 41, § 81U or financial surety governed by other general or special laws. Without limiting the generality of the foregoing, this Bylaw shall apply to surety required by (a) the Select Board to secure performance under any contract which such board is authorized to execute by general or special law or by any of the General Bylaws; (b) the Select Board to secure performance of any condition for the issuance by such board of any license, permit or approval; (c) the Conservation Commission to secure performance of any obligation undertaken by an applicant for an order of conditions, land disturbance permit or other approval granted by such



commission; (d) the Planning and Economic Development Board and Zoning Board of Appeals to secure performance of any obligation undertaken by an applicant for a special permit, variance, site plan approval, land disturbance permit or other approval granted by such boards; and (e) the Department of Public Works to secure performance of any obligation undertaken by an applicant for a stormwater permit, street opening permit, or other approval granted by such department.

### **Section 33.3 Handling of Funds.**

(a) Subject to any restrictions set forth in any authorizing statute or Bylaw, Town officers, boards, committees and commissions may require, accept, hold and apply security in a deposit of money, a bond issued by a bonding company authorized to do business within the Commonwealth of Massachusetts, a letter of credit, and a so-called 'tri-partite' agreement of the kind described in G.L. c. 41, § 81U(4).

(b) Any deposit of money hereunder shall be held by the Treasurer in a special account established specifically for such purpose, separate and apart from all other funds. Any bonds, letters of credit and so-called "tri-partite" agreements shall also be held by the Treasurer, and any funds generated from such surety shall likewise be deposited in such a special account. Any such account shall be an interest-bearing account with a Massachusetts bank. All interest accruing on each such account shall be added to the principal of such account for disposition as set forth herein.

### **Section 33.4 Performance Standards**

(a) Any Town officer, board, committee or commission requiring surety from any applicant hereunder shall be responsible for determining, in the exercise of his, her or its reasonable discretion and in good faith, the extent, quality and adequacy of any work done by such applicant or performance by such applicant of the obligation for which such surety was given. Such officer, board, committee or commission may, but need not, reduce the amount of surety held upon proof of satisfactory partial work or performance by such applicant, provided that nothing herein shall require that such reduction be commensurate with the extent of such performance.

(b) If and when such Town officer, board, committee or commission determines that such applicant has fully and satisfactorily completed all work and performed all obligations for which such surety was given, such surety shall be released and returned to the applicant, including any accrued interest.

### **Section 33.5 Default**

(a) If any Town officer, board, committee or commission which has received surety for work or for the performance of any obligation hereunder determines at any time that the applicant who posted such security is in default of his, her or its obligations (whether because of a failure to complete such work or performance by a designated deadline, or the unsatisfactory quality of such applicant's work or performance, or otherwise), such officer, board, committee or commission may declare such applicant in default, after first providing the applicant with written notice and an opportunity to be heard regarding whether such applicant is in default.

(b) Upon a declaration of default, such officer, board, committee or commission shall be entitled to apply any and all surety posted by such applicant (including any interest received thereon) to the completion of the work or the performance of the obligations for which such surety was posted. Without limiting the generality of the foregoing, such officer, board, committee or commission may take any and all actions necessary or appropriate to enforce any bond, make demand on any issuer of a letter of credit, and demand payment under any so-called "tri-partite" agreement, and any money received as a result thereof shall be deposited in an account held by the Treasurer under §31.3(b), above. Monies in such special account may be expended by such officer, board, committee or commission, without further appropriation, to complete the work or perform the obligations which such applicant was obliged to do or perform. Any monies remaining in such account after all work has been done and all obligations

performed to the full satisfaction of such officer, board, committee or commission shall be returned to the applicant, including any accrued interest.

### **Section 33.6 Procedure for Return of Surety**

(a) At any time, and from time to time, an applicant whose surety is being held by the Treasurer on behalf of a Town officer, board, committee or commission may give written notice to such officer, board, committee or commission that in such applicant's opinion the work or performance that such surety was intended to secure has been fully and satisfactorily completed. Such notice shall contain a demand for the return of surety and the full name and address of the applicant. If such officer, board, committee or commission determine that such work or performance has been fully and satisfactorily completed, then he, she or it shall release the surety, or so much of it as may then remain, including any accrued interest, as set forth in §31.4(b), above. If such officer, board, committee or commission determines that such work or performance has not been fully and satisfactorily completed, then he, she or it shall specify in a written notice to the applicant the details wherein such work or performance remains incomplete or unsatisfactory within forty-five days after the receipt by such officer, board, committee or commission of the said notice and demand from the applicant. In the event that such forty-five-day period expires without such specification, then the applicant shall be entitled to the return of all surety then remaining, including any accrued interest. Any notice under this Bylaw by an applicant to a Town officer, board, committee or commission shall be given by certified mail, return receipt requested, or by hand delivery with a signed receipt.

### **Section 33.7 Severability**

If any term, condition or provision set forth in this Bylaw should be found by a court of competent jurisdiction to be illegal, invalid or unenforceable as applied under particular circumstances, such term, condition or provision shall not be deemed stricken from this Bylaw but rather shall be, to the greatest extent possible, deemed applicable only to such circumstances as will not support a finding of such illegality, invalidity or unenforceability. The illegality, invalidity or unenforceability of any term, condition or provision of this Bylaw shall not affect the legality, validity or enforceability of any other term, condition or provision of this Bylaw.

Or act in any manner related thereto.

## **COMMUNITY AND ECONOMIC DEVELOPMENT DEPT**

**Voice Vote – Majority needed**

**(Majority)**

Article 14: (Amend General Bylaws: Building Demolition)

To see if the Town will vote to amend the General Bylaws, Article XVII, Building Demolition, as follows (deletions shown in ~~strike through~~ and additions underlined):

### **ARTICLE XVII**

#### **Building Structure Demolition**

#### **Section 17.1 Intent and Purpose**

This bylaw is enacted to promote the public welfare and safeguard Medway's historical, cultural and architectural heritage by protecting historical resources that make the town a more interesting, attractive and desirable place in which to live. The bylaw aims to protect "preferably-preserved historically significant ~~buildings-structures~~" within the town by encouraging their owners to seek alternatives to their

demolition and by providing the town an opportunity to work with owners of such properties in identifying alternatives to their demolition.

### Section 17.2 Definitions

As used in this bylaw, the following words and terms shall have the meanings set forth below, unless the context otherwise requires:

- 2.1 "APPLICANT" - any person or entity who files an application for a demolition permit.
- 2.2 "BUILDING" - any combination of materials forming a shelter for persons, animals or property.
- 2.3 "COMMISSION" - the Medway Historical Commission.
- 2.4 "DEMOLITION" - any act of destroying, pulling down, razing or removing a buildingstructure or substantial portion thereof, or starting the work of any such act with the intention of completing the same.
- 2.5 "HISTORICALLY SIGNIFICANT BUILDINGSTRUCTURE" - any buildingstructure or portion thereof, which:
  - (a) Is in whole or in part seventy-five or more years old; and
  - (b) Is listed on the National Register of Historic Places or the Massachusetts Register of Historic Places, or which is the subject of a pending application for such listing, or is eligible for such listing, or;
  - (c) Is within any historic district, or;
  - (d) Has an important association with one or more historic persons or events, or with the broad architectural, cultural, political, economic or social history of the Town or the Commonwealth, or;
  - (e) Is historically or architecturally important (in terms of period, style, method of buildingstructure construction, or association with a recognized architect or builder) either by itself or in the context of a group of buildingsstructures.
- 2.6 "PREFERABLY-PRESERVED HISTORICALLY SIGNIFICANT BUILDINGSTRUCTURE" - any historically significant buildingstructure which the Commission determines, as provided in section 17.3.6.iii of this bylaw, is in the public interest to be preserved or rehabilitated rather than to be demolished.
- 2.7 .7 "STRUCTURE": Anything constructed or erected at a fixed location on the ground to give support or to provide shelter, including dams.

### Section 17.3 Procedure

- 3.1 No permit for the demolition of a buildingstructure which is in whole or in part seventy-five or more years old or portion thereof shall be issued other than in conformity with the provisions of this bylaw as well as in conformity with the provisions of other laws applicable to the demolition of buildingsstructures and the issuance of permits thereof generally.
- 3.2 Application contents: Every application for a demolition shall be filed with the Building Commissioner and shall contain the following information:
  - (i) The owner's name and current address (and/or the name of owner's legal representative, if applicable);
  - (ii) The applicant's name, address, and interest in such buildingstructure, if different from the owner;
  - (iii) The address or location of such buildingstructure;
  - (iv) Assessors' Parcel ID;

- (v) A brief description of such ~~buildingstructure~~ including its age;
- (vi) An explanation of the proposed use and/or changes thereof to be made of the site of such ~~buildingstructure~~; and
- (vii) 4" x 6" color photos of all sides of the ~~buildingstructure~~ exterior and all other outbuildingsstructures that are visible from the street.

3.3 Upon receipt of an application for a demolition permit for a ~~buildingstructure~~ which is in whole or in part seventy-five or more years old, the Building Commissioner shall forward a copy thereof to the Commission within seven business days. No demolition permit shall be issued at that time.

3.4 Within forty-five days after the Commission's receipt of a complete application, the Commission shall make an initial determination on whether the ~~buildingstructure~~ is historically significant. The applicant for the permit may make a presentation to the Commission at that time. The Commission may require that the applicant provide a report from an engineer licensed to practice in Massachusetts with respect to any claims by the applicant as to the structural condition of the ~~buildingstructure~~. The Commission may also, at the applicant's expense, hire its own consultant to review any such reports and any claims by the applicant as to the structural condition of the house.

3.5 If the ~~buildingstructure~~ is determined not to be historically significant, the Commission shall notify the Building Commissioner and the applicant, in writing, within seven business days of its initial determination and the Building Commissioner may issue a demolition permit.

If the Commission determines that the ~~buildingstructure~~ is historically significant, it shall notify the Building Commissioner and the applicant, in writing, within seven business days of its initial determination; and the Commission shall, within forty-five days of its initial determination, open a public hearing to determine whether the historically significant ~~buildingstructure~~ is preferably preserved.

(i) Publication of Notice of Public Hearing

Public notice of the time, place and purpose of the hearing shall be published in a newspaper of general circulation in the Town not less than fourteen days prior to the date of said hearing and shall be posted in a conspicuous place in town hall for a period of not less than fourteen days prior to the date of said hearing. Notice of the hearing shall also be posted online on the Town of Medway website ([www.townofmedway.org](http://www.townofmedway.org)) for a period of not less than fourteen days prior to the date of said hearing.

(ii) Notification of Abutters

At least fourteen days prior to the public hearing, the applicant shall send copy of said notice by mail, postage prepaid, to the owners of all abutting properties at their mailing addresses shown in the most recent applicable tax list of the assessors, including owners of land directly opposite on any public or private way and abutters to the abutters within 300 feet of the property line of the applicant. A list of those so notified shall be provided to the Commission prior to the opening of the public hearing.

All costs associated with publication of the legal notice and required mailings shall be the responsibility of the applicant. Failure to comply with any of the above will result in a delay of the public hearing.

- 3.6 The Commission shall make a determination of whether or not the historically-significant buildingstructure is preferably preserved within thirty-one days following the close of the public hearing.
- (i) If after a public hearing the Commission determines that the buildingstructure should not be preferably preserved, the Commission shall notify the Building Commissioner and the applicant, in writing within seven business days after the close of the public hearing and the Building Commissioner may issue a demolition permit upon receipt of the written decision.
  - (ii) If after a public hearing the Commission determines that the buildingstructure should be preferably preserved, the Commission shall so notify the Building Commissioner and the applicant in writing within seven business days after the close of the public hearing, and no demolition permit may be issued until:
    - a. at least twenty-four months after the date of determination by the Commission, for buildingsstructures that are 200 or more years old; or
    - b. at least eighteen months after the date of the determination by the Commission, for buildingsstructures that are at least 150 years old, but less than 200 years old; or
    - c. at least twelve months after the date of the determination by the Commission, for buildingsstructures that are at least 75 years old, but less than 150 years old.
- 3.7 The demolition permit shall expire after eighteen months of being issued. This means that once the above conditions have been satisfied, the owner of the property or applicant has eighteen months to demolish the buildingstructure. If the buildingstructure is not taken down in that period, the owner or applicant shall submit a new demolition permit application.
- 3.8 Notwithstanding anything contained in section 17.3.6, the Building Commissioner may issue a demolition permit for a preferably-preserved historically significant buildingstructure at any time after receipt of written advice from the Commission to the effect that either:
- (i) The Commission is satisfied that there is no reasonable likelihood that either the owner or some other person or group is willing to purchase, rehabilitate and restore the subject buildingstructure, or
  - (ii) The Commission is satisfied that for at least the demolition delay period the owner had made continuing, bona fide and reasonable efforts to locate a purchaser to preserve, rehabilitate and restore the subject buildingstructure, and that such efforts have been unsuccessful.

#### Section 17.4 Responsibility of Owners

- 4.1 During the demolition delay period, the applicant shall make continuing, bona fide and reasonable efforts to find an alternative use for the buildingstructure that will result in its preservation, including seeking a new owner willing to purchase and preserve, restore or rehabilitate the buildingstructure. Other alternatives to demolition include, but are not limited to, incorporation of the buildingstructure into the future development of the site; adaptive reuse of the

~~buildingstructure~~; utilization of financial incentives to rehabilitate the ~~buildingstructure~~; or moving or relocating the ~~buildingstructure~~. For the purposes of this paragraph, “continuing, bona fide and reasonable efforts” to seek a new owner shall mean retaining a licensed broker to market the property in the usual manner over substantially all of the demolition delay period, obtaining an appraisal from a reputable appraiser and providing evidence of good faith negotiations with potential buyers of the property.

- 4.2 Upon determination by the Commission that a ~~buildingstructure~~ is a preferably preserved historically significant ~~buildingstructure~~, the owner shall be responsible for properly securing the structure, if vacant, to the satisfaction of the Building Commissioner. Should the owner fail to so secure the ~~buildingstructure~~, the subsequent destruction of such ~~buildingstructure~~ through any cause, which destruction could have been prevented by the required security measures, shall be considered a demolition in violation of this bylaw.
- 4.3 If requested by the Commission, it shall be the responsibility of the owner to assist in the facilitation of the implementation of the requirements of this Bylaw by providing information and any architectural plans readily available to the owner, allowing access to the property, participating in the investigation of preservation options, and actively cooperating in seeking alternatives with the Commission and any persons designated by the Commission.

#### Section 17.5 Emergency Demolition

Nothing in this bylaw shall restrict or prevent the Building Commissioner from ordering the demolition of a historically significant ~~buildingstructure~~ determined by the Building Commissioner pursuant to state law and/or the State Building Code to be unused, uninhabited or abandoned, and open to the weather.

If the Building Commissioner determines there is no reasonable alternative to an emergency demolition, the Building Commissioner shall prepare a written report describing the basis of that decision. A copy of that report shall be filed with the Commission.

#### Section 17.6 Non-Compliance

- 6.1 Any owner of a historically significant ~~buildingstructure~~ who violates any provision of this bylaw shall be penalized by a fine of not more than three hundred (\$300.00) dollars. Each day during which any portion of a violation continues shall constitute a separate offense.

As an alternative means of enforcement, the Building Commissioner may impose noncriminal penalties pursuant to G.L. c. 40, § 21D and Article XX of the Town’s General Bylaws, in accordance with the following schedule:

- (i) First offense: one hundred dollars
- (ii) Second offense: two hundred dollars
- (iii) Third and each subsequent offense per violation: three hundred dollars

- 6.2 The Commission and the Building Commissioner are each authorized to institute any and all proceedings in law or equity, as they deem necessary to obtain compliance with the requirements of this bylaw or to prevent a violation thereof.
- 6.3 No permit shall be issued with respect to any premises upon which a historically significant ~~buildingstructure~~ has been demolished in violation of this bylaw for a period of two years after the date of the completion of such demolition. As used herein, “premises” includes all land within

the property lines of said parcel of land upon which the demolished historically significant ~~building~~structure was located.

#### Section 17.7 Severability

If any section, paragraph or part of this bylaw is for any reason declared invalid or unconstitutional by any court, every other section, paragraph and part shall continue in full force and effect.

#### Section 17.8 Regulations

The Commission may enact rules and regulations to carry out the provisions and purposes of this By-law.

Or act in any manner related thereto.

### **HISTORICAL COMMISSION**

**Voice Vote – Majority needed**

**(Majority)**

Article 15: (Amend Zoning Bylaw: Battery Energy Storage)  
To see if the Town will vote to amend the Zoning Bylaw by:

**(1)** Amending Section 2 Definitions by deleting the definition of Battery Energy Storage Facility and adding the following new definition in Section 2:

**Battery Energy Storage System (BESS):** One or more containers or cabinets on a lot containing batteries and related equipment, assembled together, capable of storing electrical energy in order to supply electrical energy to the power grid at a future time. This includes all accessory equipment on said lot necessary for energy storage including but not limited to inverters, transformers, cooling equipment, switching gear, metering equipment, transmission tie-lines, and other power interconnection facilities and/or a project substation, but does not include public utility owned and operated interconnection equipment, regardless of location, or other interconnection equipment to be located on the real property of the public utility or within its right of way, determined to be necessary by the public utility to facilitate the BESS interconnection with the power grid whether for bringing power to the BESS or for returning it to the power grid, a stand-alone 12-volt vehicle battery, or an electric motor vehicle.

**(2) Amending Table 3, Schedule of Off-Street Parking Requirements, by adding a new line:**

Battery energy storage systems (as principal use)	2 spaces for Tier 1 3 spaces for Tier 2
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**(3) Amending Section 3.5 Site Plan Review as follows:**

Amend Section 3.5.3.A.1 Major Site Plan Review by adding:  
“f. Tier 2 Battery Energy Storage Systems”

And amend Section 3.5.3.A.2 Minor Site Plan Review by adding:  
“h. Tier 1 Battery Energy Storage Systems”

**(4) And adding a new Section 8.12 Battery Energy Storage Systems:**

#### **Section 8.12 Battery Energy Storage Systems**

**A. Purpose.** The purpose of this Section is to advance and protect the public health, safety, welfare, and quality of life by creating regulations for the installation and use of battery energy storage systems, with the following objectives:

1. To provide a regulatory scheme for the location, construction and operation of battery energy storage systems consistent with best practices and safety protocols;
2. To ensure compatible land uses in the vicinity of the areas affected by battery energy storage systems and to mitigate any potential impacts on abutting and nearby properties; and
3. To mitigate the impacts of battery energy storage systems on environmental resources such as agricultural lands, forests, wildlife, wetlands and other natural resources.

This Section shall be construed to be consistent with state law, including but not limited to the provisions of General Laws chapter 40A, section 3, and state regulations, including but not limited to the provisions of the State Building Code, State Fire Code, and State Electrical Code. In the event of any conflict between the provisions of this section and the provisions of state law or regulations, the state law and regulations shall prevail.

## **B. Definitions**

As used in this bylaw, the following terms shall have the meanings indicated. Terms that are not defined herein or elsewhere in this Zoning Bylaw shall be as defined in NFPA 855 if applicable.

**ANSI:** American National Standards Institute

**Battery or batteries:** A single cell or a group of cells connected together electrically in series, in parallel, or a combination of both, which can charge, discharge, and store energy electrochemically. For the purposes of this bylaw, batteries utilized in consumer products are excluded from these requirements.

**Battery Energy Storage Management System (BESS):** An electronic system that protects energy storage systems from operating outside their safe operating parameters and disconnects electrical power to the energy storage system or places it in a safe condition if potentially hazardous temperatures or other conditions are detected.

**Cell:** The basic electrochemical unit, characterized by an anode and a cathode, used to receive, store, and deliver electrical energy.

**Commissioning:** A systematic process that provides documented confirmation that a battery energy storage system functions according to the intended design criteria and complies with applicable code requirements.

**Dedicated-Use Building:** A building that is built for the primary intention of housing battery energy storage system equipment, and complies with the following:

- 1) The building's only use is battery energy storage, energy generation, and other electrical grid-related operations.
- 2) No other occupancy types are permitted in the building.
- 3) Occupants in the rooms and areas containing battery energy storage systems are limited to personnel that operate, maintain, service, test, and repair the battery energy storage system and other energy systems.
- 4) Administrative and support personnel are permitted in areas within the buildings that do not contain battery energy storage system, provided the following:



- a. The areas do not occupy more than 10 percent of the building area of the story in which they are located.
- b. A means of egress is provided from the administrative and support use areas to the public way that does not require occupants to traverse through areas containing battery energy storage systems or other energy system equipment.

**Nationally Recognized Testing Laboratory (NRTL):** A U.S. Department of Labor designation recognizing a private sector organization to perform certification for certain products to ensure that they meet the requirements of both the construction and general industry OSHA electrical standards.

**NFPA:** National Fire Protection Association.

**Non-Dedicated-Use Building:** All buildings that contain a battery energy storage system and do not comply with the dedicated-use building requirements.

**Non-Participating Property:** Any property that is not a participating property.

**Non-Participating Residence:** Any residence located on non-participating property.

**Participating Property:** A battery energy storage system host property or any real property that is the subject of an agreement that provides for the payment of monetary compensation to the landowner from the battery energy storage system owner (or affiliate) regardless of whether any part of a battery energy storage system is constructed on the property.

**This bylaw:** Section 8.12 of the Zoning Bylaw

**UL:** Underwriters Laboratory

### **C. Applicability**

1. The requirements of this bylaw shall apply to battery energy storage systems permitted, installed, decommissioned or modified after the effective date of this bylaw, excluding general maintenance and repair. BESS subject to this bylaw are only those that exceed the following capacities:

- Lead-acid with a capacity of greater than 70 kWh
- Nickel with a capacity of greater than 70 kWh
- Lithium-ion with a capacity of greater than 30 kWh
- Sodium nickel chloride with a capacity of greater than 20 kWh
- Flow with a capacity of greater than 20 kWh
- Other battery technologies with a capacity of greater than 10 kWh

BESS that do not meet the threshold capacities above are not subject to this bylaw and are allowed by right in all zoning districts.

2. A battery energy storage system that is subject to this bylaw is classified as a Tier 1 or Tier 2 Battery Energy Storage System as follows:

a). Tier 1 Battery Energy Storage Systems have an aggregate energy capacity less than or equal to 1MWh and, if in a room or enclosed area, consist of only a single energy storage system technology.

b). Tier 2 Battery Energy Storage Systems have an aggregate energy capacity greater than 1MWh or are comprised of more than one storage battery technology in a room or enclosed area.

## **D. General Requirements**

1. All permits required by state codes, including but not limited to building permit, an electrical permit, and a fire department permit shall be required for installation of all battery energy storage systems.
2. All battery energy storage systems, all Dedicated Use Buildings, and all other buildings or structures that (a) contain or are otherwise associated with a battery energy storage system and (b) subject to the requirements of the State Building Code, shall be designed, erected, and installed in accordance with all applicable provisions of the State Building Code 780 CMR, State Fire Code 527 CMR 1.00, and State Electrical Code 527 CMR 12.00. All battery energy storage systems shall comply with NFPA 855, Standard for the Installation of Stationary Energy Storage Systems.
3. Energy storage system capacities, including array capacity and separation, are limited to the thresholds contained in NFPA 855.

## **E. Permitting Requirements for Tier 1 Battery Energy Storage Systems**

Tier 1 Battery Energy Storage Systems are allowed by right in all zoning districts, subject to applicable provisions of the State Building Code, Electrical Code, Fire Code, and other applicable codes, and are subject to minor site plan review and such provisions of this bylaw as are applicable.

## **F. Permitting Requirements for Tier 2 Battery Energy Storage Systems**

Tier 2 Battery Energy Storage Systems are subject to this bylaw and require the issuance of a special permit in those zoning districts identified in Table 1, Schedule of Uses, and are subject to Major Site Plan Review pursuant to Section 3.5. Tier 1 and Tier 2 BESS shall comply with the applicable requirements set forth in this bylaw, as well as this Zoning Bylaw, and the Medway General Bylaws. The following requirements apply to all Tier 1 and Tier 2 BESS subject to this bylaw, except where it is specifically noted to apply only to Tier 2 BESS:

1. **Utility Lines and Electrical Circuitry.** All on-site utility lines shall be placed underground to the extent feasible and as permitted by the serving utility, with the exception of the main service connection at the utility company right-of-way and any new interconnection equipment, including without limitation any poles.
2. **Signage.** Signage shall comply with the requirements of Section 7.2 of this Zoning Bylaw and the following additional requirements; in the event of a conflict between the provisions of Section 7.2 and this section, the requirements of this section shall prevail.
  - a) The signage shall be in compliance with ANSI Z535 and shall include the type of technology associated with the battery energy storage systems, any special hazards associated, the type of suppression system installed in the area of battery energy storage systems, and 24-hour emergency contact information, including reach-back phone number.
  - b) As required by the state electrical code, disconnect and other emergency shutoff information shall be clearly displayed on a light reflective surface. A clearly visible warning sign concerning voltage shall be placed at the base of all pad-mounted transformers and substations.

- c) Signage compliant with ANSI Z535 shall be provided on doors to rooms, entrances to BESS facilities, and on BESS outdoor containers.
- 3. Lighting. Lighting of the battery energy storage systems shall be limited to that minimally required for safety, security and operational purposes and shall comply with Section 7.1.2 of this Zoning Bylaw.
- 4. Vegetation and tree-cutting. Areas within ten feet on each side of Tier 2 Battery Energy Storage Systems shall be cleared of combustible vegetation and other combustible growth. Single specimens of trees, shrubbery, or cultivated ground cover such as green grass, ivy, succulents, or similar plants used as ground covers shall be permitted provided that they do not form a means of readily transmitting fire. Removal of trees should be minimized to the extent possible.
- 6. Setbacks. Tier 2 Battery Energy Storage Systems shall be set back a minimum of 50 feet from all side, rear, and front lot lines; except that Tier 2 BESS shall be set back a minimum of 100 feet from side, rear, and front lot lines that abut or are across a street from residential zoning districts or existing single, two-family, or multi-family structures. The minimum setback areas shall include a Buffer Area at least fifteen feet wide along all property lines. Access drives and parking are allowed in the setback areas, but shall not intrude into the required Buffer Areas except where necessary to provide access or egress to the property. In addition, a minimum of 10 feet must be maintained between BESS components and all buildings, stored combustible materials, hazardous materials, high-piled storage, personnel means of egress, and other exposure hazards not associated with electrical grid infrastructure.
- 7. Dimensional. Tier 2 Battery Energy Storage Systems shall comply with the dimensional limitations for principal structures of the underlying zoning district as provided in Section 6 of this Zoning Bylaw, unless otherwise provided in this bylaw.
- 8. Fencing Requirements. Tier 2 Battery Energy Storage Systems, including all mechanical equipment, shall be enclosed by a minimum eight foot high fence with a self-locking gate to prevent unauthorized access unless housed in a dedicated-use building. Security barriers, fences, landscaping, and other enclosures must not inhibit required air flow to or exhaust from the BESS and components. Electrical equipment greater than 1,000V require a separate and additional means to restrict access. NFPA 855 requires specialty safety systems to be provided based on the BESS chemistry and installed location.
- 9. Screening and Visibility. Tier 2 Battery Energy Storage Systems shall have views minimized from adjacent properties to the extent reasonably practicable using architectural features, earth berms, landscaping, or other screening methods that will harmonize with the character of the property and surrounding area. Such features may not inhibit required air flow to or exhaust from the BESS and components and must comply with the setbacks established in paragraph 6 above.
- 10. Mitigation for Loss of Carbon Sequestration and Forest Habitat. If land that is Forestland or has been Forestland within one year immediately preceding the filing an application to install a Tier 2 BESS, the plans shall designate thereon an area of unprotected (meaning, not subject to G.L. c. 184, sections 31-33 at time of application) land on the same lot and of a size equal to two times the total area of Forestland that will be eliminated, cut, destroyed, or otherwise disturbed by such installation. Such designated land shall remain in substantially its natural condition without alteration, including prohibition of commercial forestry or tree cutting not related to the maintenance of the installation, until such time as the installation is decommissioned; except in

response to a natural occurrence, invasive species or disease that impacts the trees and requires cutting to preserve the health of the forest.

11. Mitigation for Disruption of Trail Networks. If existing trail networks, old roads, or woods or cart roads are disrupted by the location of a Tier 2 BESS, the plans shall show alternative trail alignments to be constructed by the applicant, although no rights of public access may be established hereunder.

12. Mitigation for Disruption of Historic Resources and Properties. Historic resources, structures and properties, such as cellar holes, farmsteads, stone corrals, marked graves, water wells, or pre-Columbian features, including those listed on the Massachusetts Register of Historic Places or as defined by the National Historic Preservation Act, shall be excluded from the areas proposed to be developed for a Tier 2 BESS. A written assessment of the project's effects on each identified historic resource or property and ways to avoid, minimize or mitigate any adverse effects shall be submitted as part of the application. A suitable buffer area as determined by the PEDB shall be established on all sides of each historic resource.

13. Batteries. Failed battery cells and modules shall not be stored on the site and shall be removed no later than 30 days after deemed failed by the BESS operator or cell/module manufacturer. The operator shall notify the Medway Fire Chief in advance if the type of battery or batteries used onsite is to be changed.

14. Decommissioning Plan. The applicant shall submit with its application a decommissioning plan for Tier 2 BESS to be implemented upon abandonment and/or in conjunction with removal of the facility. The owner or operator of the BESS shall notify the Building Commissioner in writing at least twenty days prior to when a Tier 2 BESS will be decommissioned. Decommissioning of an abandoned or discontinued Tier 2 BESS shall be completed within six months after the facility ceases operation. The decommissioning plan shall include:

- a. A narrative description of the activities to be accomplished, including who will perform that activity and at what point in time, for complete physical removal of all battery energy storage system components, structures, equipment, security barriers, and transmission lines from the site;
- b. Disposal of all solid and hazardous waste in accordance with local, state, and federal waste disposal regulations;
- c. The anticipated life of the battery energy storage system;
- d. The estimated decommissioning costs and how said estimate was determined;
- e. The method of ensuring that funds will be available for decommissioning and restoration;
- f. The method by which the decommissioning cost will be kept current;
- g. The manner in which the site will be restored, including a description of how any changes to the surrounding areas and other systems adjacent to the battery energy storage system, such as, but not limited to, structural elements, building penetrations, means of egress, and required fire detection suppression systems, will be protected during decommissioning and confirmed as being acceptable after the system is removed; and
- h. A listing of any contingencies for removing an intact operational energy storage system from service, and for removing an energy storage system from service that has been damaged by a fire or other event.

15. Decommissioning Fund. The owner and/or operator of the energy storage system, shall continuously maintain a fund or other surety acceptable to the Town, in a form approved by the

Planning and Economic Development Board and Town Counsel, for the removal of the battery energy storage system, in an amount to be determined by the Town, for the period of the life of the facility. All costs of the financial security shall be borne by the applicant.

16. **Proof of Liability Insurance.** The applicant or property owner shall provide evidence of commercially liability insurance in an amount and type generally acceptable in the industry and approved by the PEDB prior to the issuance of a building permit, and shall continue such insurance in effect until such facility has been decommissioned, removed, and the site restored in accordance with this bylaw.

**G. Site plan application.** For a Tier 2 Battery Energy Storage System the site plan application shall include the following information, in addition to that required by Section 3.5 of this Zoning Bylaw and the Planning and Economic Development Board Rules and Regulations Governing Site Plan Applications:

1. A one- or three-line electrical diagram detailing the battery energy storage system layout, associated components, and electrical interconnection methods, with all State Electrical Code compliant disconnects and over current devices.

2. A preliminary equipment specification sheet that documents the proposed battery energy storage system components, inverters and associated electrical equipment that are to be installed. A final equipment specification sheet shall be submitted prior to the issuance of building permit.

3. Name, address, and contact information of proposed or potential system installer and the owner and/or operator of the battery energy storage system. Such information of the final system installer shall be submitted prior to the issuance of building permit.

4. Large-scale fire test data, evaluation information, and calculations, and modeling data. For any of the following, UL 9540A fire test data must be made available to the Planning and Economic Development Board for review:

- BESS systems with a capacity of greater than 50kWh
- BESS systems with spacing between arrays of less than 3 feet

5. **Commissioning Plan.** The system installer or commissioning agent shall prepare a commissioning plan prior to the start of commissioning. Such plan shall be compliant with NFPA 855 and document and verify that the system and its associated controls and safety systems are in proper working condition per requirements set forth in applicable state codes. Where commissioning is required by the Building Code, battery energy storage system commissioning shall be conducted by a Massachusetts Licensed Professional Engineer after the installation is complete but prior to final inspection and approval. A corrective action plan shall be developed for any open or continuing issues that are allowed to be continued after commissioning. A report describing the results of the system commissioning and including the results of the initial acceptance testing required by applicable state codes shall be provided to Zoning Enforcement Officer prior to final inspection and approval and maintained at an approved on-site location.

6. **Fire Safety Compliance Plan.** Such plan shall document and verify that the system and its associated controls and safety systems are in compliance with state codes, including documentation that BESS components comply with the safety standards set forth in subsection 8.12.I.

7. **Operation and Maintenance Manual.** Such plan shall describe continuing battery energy storage system maintenance and property upkeep, as well as design, construction, installation,

testing and commissioning information and shall meet all requirements set forth state codes and NFPA 855. Maintenance provisions will be driven by manufacturer requirements for the specific listed system.

8. Depending on the location of the BESS in relation to and its interaction with the electrical grid, interconnection will be completed per 527 CMR 12.00. System interconnections into utility grids shall be in accordance with NFPA 855. An accessible disconnect is required per 527 CMR 12.00.

9 Prior to the issuance of the building permit, engineering documents must be signed and sealed by a Massachusetts Licensed Professional Engineer.

10. Emergency Operations Plan. An Emergency Operations Plan compliant with NFPA 855 is required. A copy of the approved Emergency Operations Plan shall be given to the system owner, the local fire department, and local fire code official. For so long as the BESS is operational, the operator shall provide the Fire Department, Police Department, Building Commissioner, and Town Manager's office with contact information for personnel that can be reached 24 hours per day every day, and this contact information shall be updated by the operator whenever there is a change in the information. The operator shall also be required to have an official representative be present onsite not later than two hours after notification by the Fire Chief, Police Chief, or their designee. A permanent copy shall also be placed in an approved location to be accessible to facility personnel, fire code officials, and emergency responders. The emergency operations plan shall include the following information:

- a. Procedures for safe shutdown, de-energizing, or isolation of equipment and systems under emergency conditions to reduce the risk of fire, electric shock, and personal injuries, and for safe start-up following cessation of emergency conditions.
- b. Procedures for inspection and testing of associated alarms, interlocks, and controls, including time intervals for inspection and testing.
- c. Procedures to be followed in response to notifications from the Battery Energy Storage Management System, when provided, that could signify potentially dangerous conditions, including shutting down equipment, summoning service and repair personnel, and providing agreed upon notification to fire department personnel for potentially hazardous conditions in the event of a system failure.
- d. Emergency procedures to be followed in case of fire, explosion, release of liquids or vapors, damage to critical moving parts, or other potentially dangerous conditions. Procedures can include sounding the alarm, notifying the fire department, evacuating personnel, de-energizing equipment, and controlling and extinguishing the fire.
- e. Response considerations similar to a safety data sheet (SDS) that will address response safety concerns and extinguishment when an SDS is not required.
- f. Procedures for safe disposal of battery energy storage system equipment damaged in a fire or other emergency event, including maintaining contact information for personnel qualified to safely remove damaged battery energy storage system equipment from the facility.
- g. Other procedures as determined necessary by the Town to provide for the safety of occupants, neighboring properties, and emergency responders.
- h. Procedures and schedules for conducting drills of these procedures and for training local first responders on the contents of the plan and appropriate response procedures.

**H. Ownership Changes.** If the owner of the battery energy storage system changes or the owner of the property changes, the special permit shall remain in effect, provided that the successor owner or

operator assumes in writing all of the obligations of the special permit, site plan approval, and decommissioning plan. A new owner or operator of the battery energy storage system shall notify the Building Commissioner of such change in ownership or operator within 14 days of the ownership change. A new owner or operator must provide such notification to the Building Commissioner in writing.

## **I. Safety**

1. System Certification. Battery energy storage systems and equipment shall be listed by a Nationally Recognized Testing Laboratory to UL 9540 (Standard for battery energy storage systems and Equipment) or approved equivalent, with subcomponents meeting each of the following standards as applicable:
  - a) UL 1973 (Standard for Batteries for Use in Stationary, Vehicle Auxiliary Power and Light Electric Rail Applications),
  - b) UL 1642 (Standard for Lithium Batteries),
  - c) UL 1741 or UL 62109 (Inverters and Power Converters),
  - d) Certified under the applicable electrical, building, and fire prevention codes as required.
  - e) Alternatively, field evaluation by an approved testing laboratory for compliance with UL 9540 (or approved equivalent) and applicable codes, regulations and safety standards may be used to meet system certification requirements.
2. Site Access. Battery energy storage systems shall be maintained in good working order and in accordance with industry standards. Site access shall be maintained, including snow removal at a level acceptable to the local fire department.
3. Battery energy storage systems, components, and associated ancillary equipment shall have required working space clearances, and electrical circuitry shall be within weatherproof enclosures marked with the environmental rating suitable for the type of exposure in compliance with NFPA 70.

## **K. Abandonment**

The battery energy storage system shall be considered abandoned when it ceases to operate consistently for more than one year. If the owner and/or operator fails to comply with decommissioning upon any abandonment, the Town may, after compliance with any applicable state and federal constitutional requirements, enter the property and utilize the available bond and/or security for the removal of a Tier 2 BESS and restoration of the site in accordance with the decommissioning plan.

Or act in any manner relating thereto.

## **PLANNING AND ECONOMIC DEVELOPMENT BOARD**

**Voice Vote – 2/3 needed**

**(Passed – 2/3 declared)**

Article 16: (Amend Zoning Bylaw: Schedule of Uses – BESS and Solar)

To see if the Town will vote to amend Zoning Bylaw by amending Table 1, Schedule of Uses in Section 5.4.E, Industrial Uses, as shown in the Table below, (deleted words shown in strikethrough, added words shown in **bold**):

**TABLE 1: SCHEDULE OF USES**

	AR-I	AR-II	VR	CB	VC	NC	BI	EI	ER	WI	Form-Based Districts			
											OGVC	OGBP	OGN	
E. INDUSTRIAL AND RELATED USES														
Warehouse/distribution facility	N	N	N	N	N	Y	N	Y	Y	Y	N	PB	N	
Wholesale bakery <i>(Added 11-16-15; amended 11-15-21)</i>	N	N	N	N	N	N	N	Y	N	Y	N	Y	N	
Wholesale showroom or office, including warehouse <i>(Amended 11-15-21)</i>	N	N	N	N	N	N	Y	Y	N	Y	N	Y	N	
Manufacturing <i>(Amended 5-8-17; amended 11-15-21)</i>	N	N	N	N	N	N	Y	Y	N	Y	N	Y	N	
Light Manufacturing <i>(Added 5-8-17; amended 11-15-21)</i>	N	N	N	N	N	Y	Y	Y	N	Y	N	Y	N	
Contractor's yard	N	N	N	N	N	N	Y	Y	N	N	N	PB	N	
Construction Equipment/Machinery Sales, Leasing or Rentals <i>(Added 11-15-21)</i>	N	N	N	N	N	N	N	N	N	PB	N	N	N	
Research and development <i>(Amended 11-15-21)</i>	N	N	N	N	N	N	Y	Y	N	Y	N	Y	N	
Brewery <i>(Amended 11-15-21)</i>	N	N	N	N	N	N	Y	Y	N	Y	N	Y	N	
Research and development and/or manufacturing of renewable energy products <i>(Amended 11-16-20)</i>	N	N	N	N	N	N	Y	Y	Y	Y	N	Y	N	
Bulk Storage <i>(Added 11-18-19)</i>	N	N	N	N	N	N	N	N	N	N	N	N	N	
Electric power generation which includes <del>large-scale ground-mounted solar photovoltaic installations with a rated name plate capacity of 250 kW (DC) or more and other</del> Renewable Energy sources <b>but excluding battery energy storage systems. See footnote 5</b> <i>(Amended 11-16-20)</i>	N	N	N	N	N	N	N	N	Y	N	N	N	N	
<b>Large-scale ground-mounted solar electric installations, including those with a rated name plate capacity of 250 kW (DC) or more; but excluding battery energy storage systems as a principal use.</b>	N	N	N	N	N	N	Y	Y	Y	Y	N	Y	N	
<b>Small-scale ground-mounted solar electric installations (as principal use)</b>	N	N	N	N	N	SP	Y	Y	Y	Y	N	Y	N	
<b>Tier 1 Battery Energy Storage System</b>	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	
<b>Tier 2 Battery Energy Storage System</b>	N	N	N	N	N	N	N	N	PB	N	N	N	N	
Gravel/loam/sand or stone removal, commercial	N	N	N	N	N	N	N	N	N	N	N	N	N	



**TABLE 1: SCHEDULE OF USES**

	AR-I	AR-II	VR	CB	VC	NC	BI	EI	ER	WI	Form-Based Districts		
											OGVC	OGBP	OGN
<b>Accessory Uses</b>													
Outdoor storage of materials and parking of vehicles and equipment associated with a business operated in a building on the premises, subject to Section 7.1.3 of the Zoning Bylaw <i>(Amended 11-18-19)</i>	N	N	N	N	N	N	Y	Y	Y	Y	N	PB	N
<b>Small-scale ground-mounted solar electric installations</b>	PB	PB	PB	PB	PB	PB	PB	PB	PB	PB	PB	PB	PB
<b>Solar Parking Canopies</b>	N	N	N	PB	PB	PB	PB	PB	PB	PB	PB	PB	N
<b>Tier 1 Battery Energy Storage System</b>	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

Footnotes:

1. In the OGN District, detached single family homes are permitted if they meet the designs standards for cottages under Section 9.4
2. In the OGVC and CB District, multi-family dwellings and developments include rowhouses (attached single family units) which are subject to the design standards under Section 9.4 *(Amended 5-10-21)*
3. Allowed by special permit from the Planning and Economic Development Board in the Multi-Family Overlay District (See Section 5.6.4) and the Medway Mill Conversion Subdistrict (See Section 5.6.2 E). *(Added 5-10-21)*
4. Vehicle fuel station with convenience store in the Central Business District (CB) is only allowed on the site of an existing vehicle fuel station with convenience store or an existing vehicle fuel station with repair services. Any substantial improvement to the existing building(s) or fueling station(s) shall require the site to comply with the design standards of Gas Station and Convenience Store in Section 9. Table 9.4.C.1.B *(Added 5-10-21)*
5. **Certain small- scale ground-mounted solar electric installations and Solar Parking Canopies are allowed in certain zoning districts under Section 8.11.C. Roof-mounted Solar Energy Facilities are allowed per Section 8.11.C.**

**PLANNING AND ECONOMIC DEVELOPMENT BOARD**

**Voice Vote – 2/3 needed**

**(Unanimous)**

Article 17: (Amend Zoning Bylaw: Schedule of Uses)

To see if the Town will vote to amend Zoning Bylaw, Section 5.4, Table 1 Schedule of Uses, by:

- (1) changing the special permit granting authority for “Infill Dwelling Unit, Subject to Section 8.1”; and “Assisted living residence facility”, and “Electric vehicle charging station with digital advertising signage, subject to Section 5.4.2 of the Zoning Bylaw” from the Planning and Economic Development Board to the Zoning Board of Appeals in each zoning district in which said uses are currently allowed by special permit; and
- (2) changing the special permit granting authority for “Retail store larger than 20,000 sq. ft.” from the Zoning Board of Appeals to the Planning and Economic Development Board in the Business Industrial Zone; and
- (3) changing the special permit granting authority for “Shopping center/multi-tenant development” from the Zoning Board of Appeals to the Planning and Economic Development Board in the Neighborhood Commercial and Business Industrial Zones; and
- (4) changing the special permit granting authority for “Veterinary Hospital” and “Lodge or Club” from the Planning and Economic Development Board to the Zoning Board of Appeals in the Central Business District.

Or act in any manner related thereto.

## PLANNING AND ECONOMIC DEVELOPMENT BOARD

Voice Vote – 2/3 needed

(Unanimous)

Article 18: (Amend Zoning Bylaw: –Solar Electric Installations)

To see if the Town will vote to amend Zoning Bylaw by amending Section 2 Definitions, added language shown in **bold** and deleted language shown in ~~strikethrough~~:

**Electric Power Generation:** The process of generating electric power from other sources of primary energy such as electromechanical generators, chemical combustion, and Renewable Energy, **but excluding Solar Electric Installations and Solar Photovoltaic Arrays.**

And by amending Section 8.11, Solar Electric Installations, as follows, with wording to be deleted shown in ~~strikethrough~~, and added wording shown in **bold**:

### SECTION 8.11 SOLAR ELECTRIC INSTALLATIONS

#### A. Purpose

The purpose of this bylaw is to facilitate and appropriately regulate the creation of Ground-Mounted Solar Electric Installations: (a) by providing standards for the approval, placement, design, construction, operation, monitoring, modification and removal of such installations to protect the public health, safety and welfare, including protection and preservation of Town infrastructure (including roads); providing for public safety; and mitigating any impacts upon environmental, scenic, and historic resources; (b) by providing adequate financial assurance for the eventual decommissioning of such installations; and (c) by protecting large, contiguous blocks of forest land, based on the understanding that large, contiguous tracts provide many ecological benefits, including improved water and air quality, sequestration of carbon, reduced movement of invasive species, provision of wildlife habitat and the support for greater biodiversity; and providing many recreational opportunities for town residents. **The Town through this bylaw also seeks to incentivize solar installations within already developed sites and lands with lower resource values (e.g., parking lots, roofs) in accordance with state policies such as the Department of Environmental Protection Wetlands Program Policy 17-1.**

#### B. Definitions

Where the following terms appear in this ~~section 8.11~~ **Zoning Bylaw**, they shall have the following meanings.

**Forestland:** A dense growth of trees and shrubs covering an area of one acre or more.

**Ground-Mounted Solar Electric Installation:** A Solar Electric System that is affixed to the ground (not roof-mounted) and all appurtenant fencing, access driveways, drainage infrastructure, electronics, and any surrounding shade management areas.

**Large-Scale Ground-Mounted Solar Electric Installation:** A Ground-Mounted Solar Electric Installation which occupies more than one acre of land and no greater than fifteen acres of land; **also including a Ground-Mounted Solar Electric Installation with a rated name plate capacity of 250 kW (DC).**

**Small-Scale Ground-Mounted Solar Electric Installation:** A Ground-Mounted Solar Electric Installation which occupies one acre or less of land.

**Solar Electric System:** A group of Solar Photovoltaic Arrays used for electrical power generation.

**Solar Energy:** Radiant energy received from the sun that can be collected in the form of heat or light by a solar collector.

**Solar Parking Canopy:** An elevated structure that hosts solar panels installed over parking lots or other hardscape areas.

**Solar Photovoltaic Array:** An active Solar Energy collection device that converts solar energy directly into electricity whose primary purpose is to harvest energy by transforming solar energy into another form of energy or transferring heat from a collector to another medium using mechanical, electrical, or chemical means.

### C. Applicability

1. Roof-mounted Solar Energy Facilities. Solar energy panels mounted on the roof of a building as an accessory portion of the structure, and related equipment which is necessary for and incidental to those solar energy panels, are allowed by right in all zoning districts, and do not need to comply with the other provisions of this Section 8.11.
2. Small-Scale Ground-Mounted Solar Electric Installations which are accessory to a residential or non-residential use, and which generate electricity principally used by such residential or non-residential use, may be allowed by special permit **in all zoning districts**, do not need to comply with the other provisions of this Section 8.11, but require Site Plan Review under Section 3.5 from the Planning and Economic Development Board.
3. Solar Parking Canopies which are accessory to a residential or non-residential use may be allowed by special permit in all zones except AR-I, AR-II, **OGN** and VR, or which are otherwise allowed under the provisions of this Zoning Bylaw, and are subject to the requirements of this Section 8.11.
4. All other Small-Scale and Large-Scale Ground-Mounted Solar Electric Installations are subject to the requirements of this Section 8.11, and are allowed in zoning districts only as specified in Table 1: Schedule of Uses, ~~under Section E Industrial and Related Uses, as “Electric power generation, which includes large-scale ground-mounted solar photovoltaic installations with a rated name plate capacity of 250 kw (DC) or more and other Renewable Energy sources.”.~~

5. The Planning and Economic Development Board (the Board) shall be the special permit granting authority for all special permit applications under Section 8.11.

#### **D. General Requirements**

1. Compliance with Laws, Bylaws, and Regulations - The construction and operation of all Ground-Mounted Solar Electric Installations shall be consistent with all applicable local, state and federal requirements, including but not limited to all applicable safety, construction, electrical, and communications requirements, and require Site Plan Review per Section 3.5.3.A.1.d of this Zoning Bylaw.
2. Mitigation for Loss of Carbon Sequestration and Forest Habitat - If land that is Forestland or has been Forestland within the **one year immediately preceding the filing of an application to install**~~past year is proposed to be converted to~~ a Ground-Mounted Solar Electric Installation, the plans shall designate thereon an area of unprotected (meaning, not subject to G.L. c. 184, sections 31-33 at time of application) land on the same lot and of a size equal to **two-four** times the total area of **Forestland that will be eliminated, cut, destroyed, or otherwise disturbed by** such installation. Such designated land shall remain in substantially its natural condition without alteration, including prohibition of commercial forestry or tree cutting not related to the maintenance of the installation, until such time as the installation is decommissioned; except in response to a natural occurrence, invasive species or disease that impacts the trees and requires cutting to preserve the health of the forest.
3. Mitigation for Loss of Forest Habitat within the Installation - If Forestland is proposed to be converted to a Ground-Mounted Solar Electric Installation, the plans shall show mitigation measures that create a wildflower meadow habitat within and immediately around the Solar Electric System, and a successional forest habitat in the surrounding areas managed to prevent shading until such time as the installation is decommissioned. The wildflower meadow shall contain a wide variety of plants that bloom from early spring into late fall, that are planted in clumps rather than single plants to help pollinators find them, and that are native plants adapted to local climate, soil and native pollinators. At least 50% of the array footprint and perimeter shall be planned to have these flowering plants. Mowing shall be limited to no more than once annually. Plans for pollinator-friendly vegetation establishment and maintenance shall be compiled and written by a professional biologist or ecologist with relevant experience and expertise in pollinator habitat creation, grassland habitat restoration, and/or knowledge of native New England plant communities.
4. Mitigation for Disruption of Trail Networks - If existing trail networks, old roads, or woods or cart roads are disrupted by the location of the Ground-Mounted Solar Electric Installation, the plans shall show alternative trail alignments to be constructed by the applicant, although no rights of public access may be established hereunder.
5. Mitigation for Disruption of Historic Resources and Properties - Historic resources and properties, such as cellar holes, farmsteads, stone corrals, marked graves, water wells, or pre-Columbian features, including those listed on the Massachusetts Register of Historic Places or as defined by the National Historic Preservation Act, shall be excluded from the areas proposed to be developed, including clearing for shade management. A written assessment of the project's effects on each identified historic resource or property and ways to avoid, minimize or mitigate any adverse effects shall be submitted as part of the application. A suitable buffer area **as determined by the Planning and Economic Development Board** shall be established on all sides of each historic resource.
6. All plans and maps shall be prepared, stamped and signed by a Professional Civil Engineer licensed to practice in the Commonwealth of Massachusetts.

7. Vehicular access for the purpose of construction shall be from paved streets.
8. Lots for Ground-Mounted Solar Electric Installations shall have the required frontage on a street.
9. The special permit may be conditioned to effectuate and make enforceable these requirements.

#### **E. Required Documents**

The project applicant shall provide the following documents.

1. Site Plan. A Site Plan additionally showing:
  - a. Locations of wetlands and Priority Habitat Areas as defined by the Natural Heritage & Endangered Species Program (NHESP).
  - b. Locations of local or National Historic Districts.
  - c. Locations of all known, mapped or suspected Native American archaeological sites or sites of Native American ceremonial activity. Identification of such sites shall be based on responses, if any, to written inquiries with a requirement to respond within 35 days, to the following parties: all federally or state recognized Tribal Historic Preservation Officers with any cultural or land affiliation to the Medway area; the Massachusetts State Historical Preservation Officer; tribes or associations of tribes not recognized by the federal or state government with any cultural or land affiliation to the Medway area; and the Medway Historical Commission. Such inquiries shall serve as a notice to the aforesaid parties and shall contain a plan of the project, specific identification of the location of the project, and a statement that permitting for the project is forthcoming. Accompanying the site plan shall be a report documenting such inquiries, the responses from the parties, a description of the location and characteristics, including photographs, of any Native American sites and the outcomes of any additional inquiries made based on information obtained from or recommendations made by the aforesaid parties. A failure of parties to respond within 35 days shall allow the applicant to submit the site plans.
  - d. The project proponent must submit a full report of all materials to be used, including but not limited to the use of cleaning products, paints or coatings, hydro-seeding, fertilizers, and soil additives. When available, Material Safety Data Sheets will be provided.
2. Blueprints. Blueprints or drawings of the installation signed by a Professional Engineer licensed to practice in the Commonwealth of Massachusetts, showing:
  - a. The proposed layout of the system and any potential shading from nearby structures.
  - b. One- or three-line electrical diagram detailing the Ground-Mounted Solar Electric Installation, associated components, and electrical interconnection methods, with all Massachusetts and National Electrical Code compliant disconnects and overcurrent devices.
3. General Documentation. The following information shall also be provided:
  - a. A list of any listed hazardous or known carcinogenic materials proposed to be located on the site in excess of household quantities and a plan to prevent their release to the environment as appropriate.
  - b. Name, address, and contact information for proposed system installer.
  - c. The name, contact information and signature of any agents representing the project applicant.
4. Site Control - The project applicant shall submit documentation of actual or prospective access and control of the project site sufficient to allow for construction and operation of the proposed Ground-Mounted Solar Electric Installation.
5. Operation and Maintenance Plan - The project applicant shall submit a plan for the operation and maintenance of the Ground-Mounted Solar Electric Installation, which shall include measures for maintaining safe access to the installation, stormwater management (consistent with DEP's and,

where appropriate, Medway's stormwater regulations), as well as general procedures for operational maintenance of the installation.

6. Financial Surety - Applicants for Ground-Mounted Solar Electric Installations shall provide a form of surety, either through a deposit of money, bond, triparty agreement, or other means acceptable to the Board, to cover the cost of removal in the event the Town must remove the installation and remediate the site to its natural preexisting condition, in an amount and form determined to be reasonable by the Board, but in no event to exceed more than 125% of the cost of removal and compliance with the additional requirements set forth herein. The project applicant shall submit a fully inclusive estimate of the costs associated with removal, prepared by a qualified engineer. The amount shall include a mechanism for calculating increased removal costs due to inflation.
7. Utility Notification - No Ground-Mounted Solar Electric Installation shall be constructed, nor building permit issued until evidence has been provided to the Building Commissioner that the utility company that operates the electrical grid where the installation is to be located has approved the solar electric installation owner or operator's intent to install an interconnected customer-owned generator and that the utility has approved connection of the proposed generator into their power grid. Off-grid systems shall be exempt from this requirement.
8. Proof of Liability Insurance. The applicant or property owner shall provide evidence of liability insurance prior to the issuance of a building permit, **and shall continue such insurance in effect until such facility has been decommissioned, removed, and the site restored in accordance with subsection K of this bylaw.**

#### **F. Dimensional Requirements**

1. Minimum setbacks for all Large-Scale Ground-Mounted Solar Electric Installations shall be:
  - Front setback: 500 feet
  - Side and rear setback: 100 feet
2. Minimum setbacks for all Small-Scale Ground-Mounted Solar Electric Installations shall be:
  - Front setback: 100 feet
  - Side and rear setback: 50 feet
3. Minimum setbacks for all Ground-Mounted Solar Electric Installations that are installed on or above existing paved parking areas (Solar Parking Canopies):
  - Front setback: 50 feet
  - Side and rear setback: 50 feet
4. Required setback areas shall not be counted toward a facility's total acreage.

#### **G. Design and Performance Standards**

1. Lighting ~~Large and Small Scale Solar Electric Installations, except Solar Parking Canopies, shall have no permanently affixed exterior lighting.~~ **Lighting shall be limited to that minimally required for safety and operational purposes and shall comply with Section 7.1.2 of this Zoning Bylaw.**
2. Signage
  - a. Sufficient signage shall be provided to identify the owner of the facility and provide a 24-hour emergency contact phone number.
  - b. Signage at the perimeter warning pedestrians is allowable.
  - c. Ground-Mounted Solar Electric Installations shall not be used for displaying any advertising

except for reasonable identification of the manufacturer or operator of such installation.

3. Control of Vegetation - Herbicides or pesticides may not be used to control vegetation or animals at a Ground-Mounted Solar Electric Installation.
4. Visual Impacts
  - a. Ground-Mounted Solar Electric Installation shall be designed to minimize visual impacts including preserving natural vegetation to the maximum extent possible, blending in equipment with the surroundings, and adding vegetative buffers to provide an effective visual barrier from adjacent roads and driveways, and to screen abutting residential dwellings.
  - b. When possible, a diversity of plant species shall be used, with a preference for species native to New England.
  - c. Use of invasive or exotic plants, as identified by the most recent copy of the "Massachusetts Prohibited Plant List" maintained by the Massachusetts Department of Agricultural Resources, is prohibited.
  - d. The Board may require vegetative screening, up to 30 feet in depth in locations it deems necessary. Such screening shall be composed of native trees, staggered for height and density, and shall be properly maintained.
  - e. ~~The owner and operator shall not remove any naturally occurring vegetation such as trees and shrubs unless it adversely affects the performance and operation of the solar installation.~~
  - f e. Landscaping shall be maintained and replaced as necessary by the owner and operator of the Ground-Mounted Solar Electric Installation.
5. Utility Connections - Electrical transformers, wires, or other utility interconnections shall be constructed as required by the utility provider and may be above ground if necessary; provided, however, that every reasonable effort shall be made to place all utility connections underground, depending on appropriate soil conditions and topography of the site and any requirements of the utility provider.
6. All electric power generated at a Ground-Mounted Solar Electric Installation shall be from Solar Energy.
7. Access Driveways shall be constructed to minimize finished width, grading, removal of stone walls or roadside trees, incompatible appearance from the roadway, and impacts to environmental or historic resources.

## **H. Safety and Environmental Standards**

1. Emergency Services
  - a. Ground-Mounted Solar Electric Installations owner or operator shall provide a copy of the project summary, electrical schematic, and site plan to the Fire Chief.
  - b. The owner or operator shall cooperate with local emergency services to develop a written emergency response plan that is provided to police and fire departments
  - c. All means of shutting down the solar electric installation shall be clearly marked on the equipment.
  - d. The owner or operator shall identify a responsible person for public inquiries throughout the life of the installation. Contact information shall be provided annually to the Town Manager including name, email and telephone number for the designated person and a back-up person.
2. Land Clearing, Soil Erosion and Land Impacts
  - a. The facility shall be designed to minimize impacts to open agricultural land and fields, even if not in production. Clearing of natural vegetation shall be limited to what is necessary for the

construction, operation and maintenance of the Ground-Mounted Solar Electric Installation. Grading that substantially disturbs the existing soil profile and structure is prohibited; sites shall be selected where construction may be accomplished without such earth work.

- b. Prior to any site disturbance and construction, the limits of the work shown on the approved site plan shall be surveyed and clearly marked by a Professional Land Surveyor. Upon completion of the survey, the Professional Land Surveyor shall verify to the Building Commissioner, in writing, that the limit of work, as shown on the approved site plans, has been established on site.
  - c. The design shall minimize the use of concrete and other impervious materials to the maximum extent possible. **Except where necessary for structural or other reasons established by the applicant to the reasonable satisfaction of the PEDB,** Ground-Mounted Solar Electric Installations, except Solar Parking Canopies, shall be installed on water permeable surfaces **in order to promote groundwater recharge, minimize groundwater run-off, preserve wildlife habitat and biodiversity, and reduce heat island effects and climate change impacts.**
  - d. Locating Ground-Mounted Solar Electric Installations, including access driveways and any associated drainage infrastructure on original, pre-development grades in excess of 15% is prohibited.
3. Habitat Impacts - Large-Scale Ground-Mounted Solar Electric Installations shall not be located on permanently protected land subject to G.L. c. 184, sections 31-33, Priority Habitat and Bio Map 2 Critical Natural Landscape Core Habitat mapped by the Natural Heritage and Endangered Species Program (NHESP) and "Important Wildlife Habitat" mapped by the DEP.
  4. Wetlands
    - a. In order to provide an adequate intervening land area for the infiltration of stormwater runoff from a Solar Electric Installation, ground alterations, such as stump removal, excavation, filling, and grading, or the installation of drainage facilities or solar panels, are prohibited within 100 feet of any wetlands or hydrologic features subject to the jurisdiction of the Conservation Commission.
    - b. The Board may impose conditions to contain and control stormwater runoff that might negatively impact identified wetlands or other hydrologic features even if the proposed work area is outside the jurisdiction of the Conservation Commission.

## **I. Monitoring, Maintenance and Reporting**

1. Solar Electric Installation Conditions
  - a. The Ground-Mounted Solar Electric Installation owner or operator shall maintain the facility in good condition.
  - b. Maintenance shall include, but not be limited to, painting, structural repairs, and integrity of security measures.
  - c. Site access shall be maintained to a level acceptable to the Fire Chief.
  - d. The owner or operator shall be responsible for the cost of maintaining the Solar Electric Installation and any access driveways.
2. Annual Reporting
  - a. The owner or operator of a Ground-Mounted Solar Electric Installation shall submit an annual report demonstrating and certifying compliance with the Operation and Maintenance Plan, the requirements of this Section 8.11 and the approved special permit, including but not limited to continued management and maintenance of vegetation, compliance with the approved plans and any special permit conditions, continuation of liability insurance, and adequacy of road access.
  - b. The annual report shall also provide information on the maintenance completed during the course of the year and the amount of electricity generated by the facility.
  - c. The report shall be submitted to the Department of Community and Economic Development and



Building Commissioner, no later than 45 days after the end of the calendar year.

#### **K. Abandonment or Decommissioning**

1. Removal Requirements
  - a. Any Ground-Mounted Solar Electric Installation which has reached the end of its useful life, has been abandoned, or taken off line shall be removed.
  - b. The owner or operator shall physically remove the installation no later than 150 days after the date of discontinued operations.
  - c. The owner or operator shall notify the Building Commissioner in writing at least sixty days in advance of the proposed date of discontinued operations and plans for removal.
2. Decommissioning shall consist of:
  - a. Physical removal of all components of the Ground-Mounted Solar Electric Installation, including but not limited to structures, foundations, equipment, security barriers, and on-site above-ground transmission lines. Associated off-site utility interconnections shall also be removed if no longer needed.
  - b. Disposal of all solid and hazardous waste in accordance with local, state, and federal waste disposal regulations.
  - c. Restoration of the site, including stabilization or re-vegetation of the site as necessary to minimize erosion. The Board may allow the owner or operator to leave landscaping or designated below-grade foundations and electric lines in order to minimize erosion and disruption to vegetation.
3. Decommissioning by the Town - If the owner or operator of a Ground-Mounted Solar Electric Installation fails to remove such installation in accordance with the requirements of this Section 8.11 within 150 days of discontinued operations or abandonment, the Town may, **after compliance with any applicable state and federal constitutional requirements**, enter the property and physically remove the installation and stabilize the site, at the owner's expense, drawing upon the financial surety provided by the applicant.

or act in any manner relating thereto.

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

**Voice Vote – 2/3 needed**

**(Unanimous)**

Article 19: (Amend Zoning Bylaw: Multi-Family Housing)

To see if the Town will vote to amend the Zoning Bylaw, Section 5.6.4 Multi-Family Housing, as follows. Proposed language is noted in **bold**, deletions in ~~strike through~~.

By revising item 1. in C. Dimensional Regulations.

1. The minimum dimensional regulations as specified in Table 2 shall be the same **for a proposed multi-family building, apartment building, or multi-family development** as for the underlying zoning district in which the parcel is located. However, the Planning and Economic Development Board may adjust these dimensional requirements by a four-fifths vote if, in its opinion, such adjustment will result in a more desirable design of the development or provide enhanced buffering for adjacent residential properties. **Such adjustment may include increasing the underlying setback requirements.**

And by adding a new item 5. in C. Dimensional Regulations

**5. The minimum lot size for a Multi-Family Building shall be 30,000 sq. ft.**

And by amending D. Density Regulations by revising items 1 and 2 as follows, inserting a new item 3, and changing the numbering of item 3 to item 4.

1. For lots of one acre or more:

- a. The density of a Multi-Family Building or a Multi-Family Development without an Apartment Building shall not exceed 8 dwelling units per whole acre **of Land Available for Development**. For example, the maximum density of a **lot with 1.8 Acres of Land Available for Development** shall not exceed 8 dwelling units.
- b. The density of an Apartment Building or a Multi-Family Development which includes an Apartment Building shall not exceed 12 dwelling units per whole acre **of Land Available for Development**.

2. For lots under one acre, the density of a Multi-Family Building or a Multi-Family development shall not exceed its relative portion of an acre **of Land Available for Development**.

3. **Land Available for Development = Total area of the site minus the area subject to upland utility easements and minus 50% of all areas subject to protection under the Wetlands Protection Act, G.L. c. 131, §40, and the Town's General Wetlands Protection Bylaw, Article XXI of the General Bylaws.**

3.4. An Applicant is not entitled to the maximum possible number of dwelling units described herein. The number of dwelling units for a Multi-Family Development and/or Multi-Family Building shall be determined by the Planning and Economic Development Board in accordance with the criteria specified in Paragraph I. Decision herein.

And by revising item 3. Parking in E. Special Regulations

3. Parking: At least ~~one and one-half~~ **two** off-street parking spaces shall be provided for each dwelling unit plus one additional visitor parking space for every two dwelling units. **The Planning and Economic Development Board may adjust this requirement by a four-fifths vote, in consideration of the size of the proposed dwelling units.**

And by adding a new item 8 in E. Special Regulations

**8. Architectural Character – In designing new construction of a Multi-Family Building, Apartment Building, or Multi-Family development, Applicants should consider the existing character, scale, and architecture of the surrounding neighborhood and nearby buildings.**

Or to act in any manner related thereto.

## **PLANNING AND ECONOMIC DEVELOPMENT BOARD**

**Voice Vote – 2/3 needed**

**(Unanimous)**

Article 20: (Amend Zoning Bylaw: Add New Section – Development Mitigation)

To see if the Town will vote to amend the Zoning Bylaws, by adding a new Section 7.4 Development Mitigation as follows:

### **Section 7.4 Development Mitigation**

- A. **Purposes.** The purposes of this bylaw include the encouragement of development design that protects the Town's environmental, scenic, and historic resources, by: a) providing mitigation of the impacts of significant development projects in order to protect the public health, safety and welfare, including mitigating any impacts upon environmental, scenic, and historic resources; and (b) protecting large, contiguous tracts of forest land, based on the understanding that large, contiguous tracts provide many ecological benefits, including improved water and air quality,

sequestration of carbon, reduced movement of invasive species, provision of wildlife habitat and the support for greater biodiversity.

B. **Applicability.** The requirements of this Bylaw (Section 7.4) apply to all developments under the following sections of this Zoning Bylaw: 8.4 Open Space Residential Development (OSRD); 8.5 Adult Retirement Community Planned Unit Development; 8.7 Wireless Communication Facilities; 8.8 Small Wind Generation; 8.9 Registered Medical Marijuana Facilities; 8.10 Recreational Marijuana; 8.11 Solar Installations, and 8.12 Battery Energy Storage Systems.

C. **Standards.** For all developments that are subject to this Bylaw, mitigation for the impacts of the development shall be required for the following impacts.

1. Mitigation for Loss of Carbon Sequestration and Forest Habitat. If land that is Forestland or has been Forestland within the one year immediately preceding the filing an application for a development, the plans shall designate thereon an area of unprotected (meaning, not subject to G.L. c. 184, sections 31-33 at time of application) land on the same lot and of a size equal to two times the total area of Forestland that will be eliminated, cut, destroyed, or otherwise disturbed by such development. Such designated land shall remain in substantially its natural condition without alteration, including prohibition of commercial forestry or tree cutting not related to the maintenance of the development, except in response to a natural occurrence, invasive species or disease that impacts the trees and requires cutting to preserve the health of the forest. In the case of a development such as a solar array that is decommissioned, upon completion of decommissioning, these requirements will no longer apply.

2. Mitigation for Disruption of Trail Networks. If existing trail networks, old roads, or woods or cart roads are disrupted by the location of the development, the plans shall show alternative trail alignments to be constructed by the applicant, although no rights of public access may be established hereunder.

3. Mitigation for Disruption of Historic Resources and Properties. Historic resources, structures and properties, such as cellar holes, farmsteads, stone corrals, marked graves, water wells, or pre-Columbian features, including those listed on the Massachusetts Register of Historic Places or as defined by the National Historic Preservation Act, shall be excluded from the areas proposed to be developed, including clearing for shade management. A written assessment of the project's effects on each identified historic resource or property and ways to avoid, minimize or mitigate any adverse effects shall be submitted as part of the application. A suitable buffer area as determined by the Planning and Economic Development Board shall be established on all sides of each historic resource.

Or act in any manner relating thereto.

## PLANNING AND ECONOMIC DEVELOPMENT BOARD

**Voice Vote – 2/3 needed**

**(Unanimous)**

Article 21: (Amend Zoning Bylaw: Add New Use – Contractor's Quarters)

To see if the Town will vote to amend the Zoning Bylaw by adding the following definition in Section 2:

**Contractor's Quarters:** The premises of a building, construction, plumbing, wiring, landscaping, or other similar contracting or sub-contracting business, occupied and used by a contractor or subcontractor with offices for its administrative operations and any one or more of the following purposes to be conducted wholly indoors: storage of equipment, supplies and materials, and finished products; product

assembly; servicing of equipment; wholesale or retail sales; or showroom for finished and unfinished products or materials.

And by amending Table 1, Schedule of Uses in Section 5 Use Regulations to allow Contractor's Quarters by right in the following zoning districts: Village Commercial, Business Industrial, West Industrial, East Industrial, Central Business District, Neighborhood Commercial and Oak Grove Business Park, and prohibited in all other districts.

And to act in any manner related thereto.

## **PLANNING AND ECONOMIC DEVELOPMENT BOARD**

**MOTION: Moved to refer article back to Planning and Economic Development Board.**

**Voice Vote – 2/3 needed**

**(Unanimous)**

Article 22: (Amend Zoning Bylaw: Central Business and Oak Grove Districts)

To see if the Town will vote to amend the Zoning Bylaw, Section 9 Oak Grove Park Districts, and Section 10 Central Business District Development Standards as follows (deleted wording shown in strikethrough, added wording shown in bold):

**(1) Amend Oak Grove Park Districts, Section 9.4.B as follows:**

### **B. Determination of Building Type**

1. **At the time any application is filed with the PEDB under this Section 9, the applicant shall file a written request with the Building Commissioner to classify any new principal structures that are proposed as part of the application, or any existing structures that are to be expanded or converted to new uses.** The Building Commissioner shall classify new principal structures as a specific building type based on the definition of each type and upon finding that the structure is substantially similar in placement, height, massing, use, and features to one of the permitted building types for the zoning district where the structure is located. The Building Commissioner shall also classify existing structures that are being expanded or converted to new uses under this section. If the Building Commissioner is unable to classify an existing principal structure as one of the building types of this section, the structure is considered nonconforming. **The Building Commissioner shall respond to such requests, in writing, within twenty days of receipt of the request.**
2. If a new building is proposed that cannot be classified as one of the allowed building types of this section by the Building Commissioner, the building type is subject to special permit review by the PEDB under Section 9.9. **The PEDB shall determine if the building type is appropriate for the Zoning District, and, if so, determine the building type under Tables 9.4.C.1.A through 9.4.C.1.C that most closely resembles the proposed new building, and apply the standards for that building type to the new building.**
3. When granting a special permit for a building type that cannot be classified under Tables 9.4.C.1.A through 9.4.C.1.C., any such building shall not be used except for a use allowed by right or by special permit in Table 1 in Section 5.4 Schedule of Uses.

**(2) And amend Tables 9.4.C.1.B and 9.4.C.1.C as follows:** by deleting the text for Maximum Building Footprint (SF) in the columns for “Mixed-Use Building”, “General Commercial Building”, “Hotel” and “Fabrication or Flex Building”, and inserting in its place in each column the words “Not Required”.

**(3) And amend Central Business District, Section 10.2.C.1; Section 10.3.C.1, and Section 10.4.C as follows:**

#### **10.2.C Building Placement and Orientation.**

1. Building Lot and Type. The minimum lot size in the Central Business District is identified on Table 2 - Dimensional and Density Regulations in Section 6.1 of the Zoning Bylaws. For specific building types, ~~other there are alternative dimensional standards for building lot and for building design that~~ apply under Section 10.4 below.

### **10.3 MIXED-USE DEVELOPMENT STANDARDS**

#### **C. Dimensional Requirements.**

1. Mixed-Use and Residential Development. ~~The dimensional requirements for the Central Business District are provided in Section 6.1. Schedule of Dimensional and Density Regulations.~~ For residential and mixed-use development, ~~however,~~ the following standards apply.
  - a. Front-yard Setback Encroachments. Principal 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 ten-foot minimum setback.
  - b. Side-Yard and Rear-Yard Setbacks. Notwithstanding the provisions of Section 10.2.E.3, there shall be a minimum setback of 25 feet from all side and rear lot lines abutting a residential zoning district, of which the first ten feet 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 Central Business district.
  - c. Maximum Building Height. Residential and mixed-use buildings shall not exceed sixty feet in height, and are subject to the building height step back requirements in Section 10.2.C.3.

### **10.4 BUILDING TYPES AND DESIGN STANDARDS**

#### **C. Commercial, Residential and Mixed-Use Building Types.**

1. Building Design Standards. The building types and associated design standards permitted in the Central Business District are identified below:
  - a. Rowhouse (RH) on Separate Lot as set forth in TABLE 9.4.C.1.A.
  - b. Rowhouse (RH) on Common Lot as set forth in TABLE 9.4.C.1.A.
  - c. Multi-Family Building as set forth in TABLE 9.4.C.1.A.
  - d. Mixed-Use Building as set forth in TABLE 9.4.C.1.B.
  - e. General Commercial Building as set forth in TABLE 9.4.C.1.B.
  - f. Hotel as set forth in TABLE 9.4.C.1.B.
  - g. Gas Station and Convenience Store as set forth in TABLE 9.4.C.1.B, applicable only to substantial redevelopment or renovation of existing vehicle fuel stations with repair or vehicle fuel stations with convenience store pursuant to Section 10.2.A.
  - h. Civic or Community Building as set forth in TABLE 9.4.C.1.C.

2. At the time any application is filed with the PEDB under this Section 10, the applicant shall file a written request with the Building Commissioner to classify any new principal structures that are proposed as part of the application, or any existing structures that are to be expanded or converted to new uses. The Building Commissioner shall classify new principal structures as a specific building type based on the definition of each type and upon finding that the structure is substantially similar in placement, height, massing, use, and features to one of the permitted building types for the zoning district where the structure is located. The Building Commissioner shall also classify existing structures that are being expanded or converted to new uses under this section. If the Building Commissioner is unable to classify an existing principal structure as one of the building types of this section, the structure is considered nonconforming. The Building Commissioner shall respond to such requests, in writing, within twenty days of receipt of the request.

**23. Alternative Building Types.** If the Building Commissioner cannot classify a proposed new building as one of the building types specifically allowed by this section, the building type is subject to issuance of a special permit by the PEDB. **The PEDB shall determine if the building type is appropriate for the Zoning District, and, if so, determine the building type under Tables 9.4.C.1.A through 9.4.C.1.C that most closely resembles the proposed new building, and apply either the standards for that building type or the dimensional standards in Section 6.1 to the new building.**

**(4) And amend Table 2, Dimensional and Density Regulations to add a footnote for the “CB” column: “Dimensional requirements set forth in Section 10 of this Zoning Bylaw shall take precedence over the provisions of this Table 2 for the CB zone.”**

Or take any action relative thereto.

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

**Voice Vote – 2/3 needed**

**(Unanimous)**

Article 23: (Amend Zoning Bylaw: Housekeeping)

To see if the Town will vote to amend the Zoning Bylaw, as provided below

1. Amend Open Space Residential Development, Section 8.4.F.1 by changing the reference “Paragraph I” to “Paragraph J”
2. Amend Section 2 by adding a new definition, in alphabetical order:

**Forestland:** A dense growth of trees and shrubs covering an area of one acre or more.

3. Change all references in the Zoning Bylaw that now read “Board of Selectmen” to “Select Board” and all references that now read “Department of Public Services” to “Department of Public Works”. Delete “the Water and Sewer Commission” in Section 5.6.3.F.1.

or act in any manner related thereto.

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

**Voice Vote – 2/3 needed**

**(Unanimous)**

Article 24: (Street Acceptance: Newton Lane)

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

- Newton Lane in its entirety from Station 0+00 at its intersection with Nobscot Road to its end at Station 9+91.18

As shown on *Street Acceptance & As-Built Plan for Hartney Acres II Definitive Subdivision* (Newton Lane), Medway, MA dated October 7, 2022, prepared by O'Driscoll Land Surveying, Inc. of Medway, MA and CMG Engineering Services, of Sturbridge, MA,

And further to authorize the Select Board 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 street 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 Select Board 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**

**MOTION: That the Town Meeting vote to accept Newton Lane in its entirety as laid out by the Select Board as a public way, and to authorize the Select Board to acquire by gift, purchase or eminent domain and to accept the deed or deeds to the Town of a fee simple interest and/or easements in said streets and any drainage, utility, sewer, access, trail, public access and/or other easements related thereto and as shown on the plan as referenced in the Article; and further, to authorize the Select Board to acquire by gift, purchase or eminent domain and to accept the deed or deeds to the Town of a fee simple interest in the property shown as Parcel A on said plan for general municipal purposes; and to authorize the Select Board and Town officers to take any and all related actions necessary or appropriate to carry out the purposes of this article, all as printed in the warrant.**

**Voice Vote – Majority needed**

**(Unanimous)**

Article 25: (Citizens' Petition: Voter ID)

To see if the town will vote to amend the General By-laws by adding a section that shall require Medway voters attending Town Meeting and/or voting in Town Elections to produce a valid photo ID document, or do anything in relation there to; and further to authorize the Town Clerk or other appropriate municipal official to assign proper chapter and section numbering for said new by-law.

#### **CITIZENS' PETITION**

**MOTION: Moved to PASS OVER article 25.**

**Voice Vote – Majority needed**

**(Unanimous)**

**MOTION: Moved to dissolve the Meeting at 9:19 PM**

**Voice Vote – Majority needed**

**(Unanimous)**

A TRUE COPY ATTEST:

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Stefany Ohannesian, Medway Town Clerk



TOWN OF MEDWAY  
November 8, 2022  
STATE ELECTION-OFFICIAL RESULTS

	Prec. 1	Prec. 2	Prec. 3	Prec. 4	Total
<b>GOVERNOR &amp; LT. GOVERNOR vt. 1</b>					
DIEHL and ALLEN	579	558	608	603	2348
HEALEY and DRISCOLL	828	951	989	894	3662
REED and EVERETT	28	27	34	32	121
Write-ins	1	5	3	3	12
Blanks	16	14	21	15	66
Total	1452	1555	1655	1547	6209

**ATTORNEY GENERAL vt. 1**

Andrea Joy Campbell	802	908	932	869	3511
James R. McMahon III	621	624	673	643	2561
Write-ins	1	1	1	0	3
Blanks	28	22	49	35	134
Total	1452	1555	1655	1547	6209

**SECRETARY OF STATE vt. 1**

William Francis Galvin	907	1032	1054	1007	4000
Rayla Campbell	509	475	532	501	2017
Juan Sanchez	23	31	36	17	107
Write-ins	0	2	0	1	3
Blanks	13	15	33	21	82
Total	1452	1555	1655	1547	6209

**TREASURER vt. 1**

Deborah B. Goldberg	943	1017	1060	980	4000
Christina Crawford	351	377	422	392	1542
Write-ins	11	14	8	9	42
Blanks	147	147	165	166	625
Total	1452	1555	1655	1547	6209

**AUDITOR vt. 1**

Anthony Amore	636	625	661	636	2558
Diana DiZoglio	688	778	817	748	3031
Gloria A Caballero-Roca	30	35	32	21	118
Dominic Giannone III	17	29	30	30	106
Daniel Riek	26	31	38	39	134
Write-ins	0	2	0	1	3
Blanks	55	55	77	72	259

Total	1452	1555	1655	1547	6209
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**REP. IN CONGRESS vt. 1**

James P. McGovern	837	966	1004	923	3730
Jeffrey A. Sossa-Paquette	574	549	582	578	2283
Write-ins	1	3	0	0	4
Blanks	40	37	69	46	192
Total	1452	1555	1655	1547	6209

**COUNCILLOR vt. 1**

Robert L. Jubinville	797	894	933	856	3480
Dashe M. Videira	585	593	629	600	2407
Write-ins	0	2	2	0	4
Blanks	70	66	91	91	318
Total	1452	1555	1655	1547	6209

**SENATOR IN GENERAL COURT vt. 1**

Karen E. Spilka	1011	1137	1166	1090	4404
Write -ins	46	54	46	38	184
Blanks	395	364	443	419	1621
Total	1452	1555	1655	1547	6209

**REP. IN GENERAL COURT vt. 1**

Jeffrey N. Roy	0	954	993	911	2858
Charles F. Bailey II	0	554	598	571	1723
Michael Soter	956	0	0	0	956
Write-ins	29	2	4	2	37
Blanks	467	45	60	63	635
Total	1452	1555	1655	1547	6209

**DISTRICT ATTORNEY vt. 1**

Michael W. Morrissey	1003	1126	1171	1087	4387
Write-ins	35	40	37	30	142
Blanks	414	389	447	430	1680
Total	1452	1555	1655	1547	6209

**SHERIFF vt. 1**

Patrick W. McDermott	1011	1125	1175	1086	4397
Write-Ins	30	42	34	26	132
Blanks	411	388	446	435	1680
Total	1452	1555	1655	1547	6209

**COUNTY COMMISSIONER vt. 1**

Peter H. Collins	755	850	896	850	3351
Matthew J. Sheehan	553	574	609	546	2282
Write-ins	10	11	5	5	31
Blanks	134	120	145	146	545
Total	1452	1555	1655	1547	6209

#### **QUESTION 1**

YES	615	766	751	668	2800
NO	786	748	851	834	3219
BLANKS	51	41	53	45	190
Total	1452	1555	1655	1547	6209

#### **QUESTION 2**

YES	972	1108	1121	1016	4217
NO	430	392	477	480	1779
BLANKS	50	55	57	51	213
Total	1452	1555	1655	1547	6209

#### **QUESTION 3**

YES	674	672	648	672	2666
NO	718	815	939	812	3284
BLANKS	60	68	68	63	259
Total	1452	1555	1655	1547	6209

#### **QUESTION 4**

YES	657	733	769	707	2866
NO	750	774	838	801	3163
BLANKS	45	48	48	39	180
Total	1452	1555	1655	1547	6209

Number of Registered Voters	10,398	59.7% voter turnout
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TOWN OF MEDWAY  
DEATHS RECORDED IN THE TOWN OF MEDWAY  
2022

MONTH	NAME	RESIDENCE	AGE
JAN			
03	NANCY GRIFFIN	MEDFIELD	89
03	MARY ELIZABETH JORDON	MEDWAY	81
04	DONALD MAYNARD LICHTENSTEIN	FRANKLIN	90
06	RAMONDA E. DICRESCENTIS	BOSTON	104
12	MARY ANN IARUSSI	MEDWAY	91
15	JANET EPSTEIN	FLORIDA	71
16	CARL ORION NELSON	MEDWAY	90
20	EILEEN L. TIBERI	MILLIS	87
20	ALBERT JOAQUINO DANN	MEDWAY	71
21	HILDA TATOSIAN	MEDWAY	87
22	LILLIAN E. CONWAY	MEDWAY	92
FEB			
02	KATHERINE J. WICKETT	MEDWAY	83
03	JOSEPH PETER SZYLKONIS, JR	MEDWAY	75
07	ROBERT J. ANDERSON	MEDWAY	68
10	ARTHUR RAY LEE	MEDWAY	66
11	GRACE MARY ROSSETTI	MEDWAY	89
18	THERESA NIOSE	MEDWAY	84
21	JOHN RICHARD GRAY	MEDWAY	92

23	CHRISTINE K. SHEA	MEDWAY	89
24	LOIS ANN RANLEY	MEDWAY	80

## MAR

02	MARILYN H. DAINOFF	MEDWAY	88
05	ROBERT TIMOTHY MILLIGAN	HOLLISTON	51
10	FREDERIC WELLES PARSONS	MEDWAY	87
12	JOHN PETER POULAKIS	MEDWAY	73
14	LEE R. BRUNDAGE	MEDWAY	63
23	LYN STERLING TREMBLE	MEDWAY	76
25	WILLIAM FRANCIS TENNEY	MEDWAY	82
26	CAROL ANN DILLON	MEDWAY	82
29	JOHN P. BOURQUE	MEDWAY	82
30	MARYELAINE THURBER	FOXBOROUGH	73
30	JOAN B. GERRY	MEDWAY	84
30	CHERYL B. BIANCHI	MEDWAY	85
31	MICHAEL JOSEPH BANKS	MEDWAY	86

## APR

02	EDNA G. RIVERA	MEDWAY	91
07	CHESBROOKE H. STOUGHTON	MEDWAY	89
08	BRENDA JEAN KELLEY	MEDWAY	63
09	RUTH BARBARA LECLAIR	BELLINGHAM	81
10	LINDA THIBAUT	NATICK	82
10	JOSE LUIS VALDIVIESO BELTRAN	MEDWAY	37
11	JEANNE MARIE BULLARD	MEDWAY	70

14	JOHN JOSEPH HENNESSY	MEDWAY	81
15	MINEKO NISHIYAMA DE MATSUDA	MEDWAY	89
22	MARIE SHEILA MEYER	MEDWAY	95
23	BARBARA A. POBLENZ	FRANKLIN	89
23	CECILIA F. MCQUADE	BELLINGHAM	94
26	JANICE SPALDING	MILFORD	74
29	LISA MARIE THOMPSON	MEDWAY	38
30	MILDRED B. LEBLANC	MEDWAY	93

## MAY

01	MABEL ANN SWINDELL	MEDWAY	79
02	WILLIAM J. MCLAUGHLIN, SR.	MEDWAY	84
05	CHARLES PHILLIP CURTISS	MEDWAY	92
09	ROBERTA ABDELNOUR	MEDWAY	84
10	ALMA Y. ALONZO CABRERA	MEDWAY	48
13	ANN M. PUCILLO	MEDWAY	82
13	DIANE MAUREEN BORGATTI	MEDWAY	61
14	JAY D. ROBINSON	WORCESTER	65
17	RONALD FRANCIS CAHILL	MILFORD	85
19	JANET V. MARTIN	ASHLAND	89
25	MILDRED E. RICE	MEDWAY	98

## JUN

02	DONNA LOUISE HENRY	MEDWAY	66
02	CHARLES MICHAEL SCHOFIELD, JR.	MEDWAY	69
03	JUSTIN PHILLIPS	MEDWAY	48

04	TERRY SWANSON	MEDWAY	80
09	ANNA D. SHERRY	MEDWAY	96
10	ROSEMARY CONCETTA LABOUNTY	MEDWAY	81
11	ROGER PHILIP ROUX	MEDWAY	87
14	PASQUALINA MARIA NERI	MEDWAY	100
16	MAUREEN PATRICIA CONSTANTINE	MEDWAY	81
16	MARY R. AVELLINO	MEDWAY	85
18	JOSEPH PETER SZYLKONIS, SR.	MEDWAY	95
19	ROSEMARY J. BAUER	MEDWAY	91
19	ROBERT A. VOLPICELLI, JR.	MEDWAY	66
21	RUTH VIRGINIA LANDRY	MEDWAY	96

## JUL

05	JOSEPH LOUIS PEDUTO	MEDWAY	66
05	KEVIN L. GRAF, JR.	NEW HAMPSHIRE	43
05	EILEEN M. MEGARO	MEDWAY	98
07	KENNETH LEO BOULTENHOUSE	MEDWAY	84
08	LUCIA PRESCELIANO SPELLMAN	MEDWAY	62
08	SALLY RUTH SHANNON	MEDWAY	77
09	PATRICIA E. BARRETT	MEDWAY	76
23	ALAN A. CORNONI	MEDWAY	64
25	ERIN ANNE O'BRIEN	BARNSTABLE	69
29	DONALD A. SEIFERT	NEW BEDFORD	82
31	GERRI LAJOIE	RHOSE ISLAND	94

## AUG

02	HARVEY JOSEPH ROBITAILLE, JR.	HOPKINTON	85
04	STEPHEN JOSEPH PICKERING	MEDWAY	56
11	ELIZABETH Y. ARCHER	MEDWAY	93
13	EDWARD J. LETSCHER, III	WRENTHAM	86
14	KAREN MARY PRATT	MEDWAY	60
15	KENNETH PATRICK	MEDWAY	90
15	NORMA A. CARNES	MILFORD	89
18	RICHARD HOWARD SIMON	MEDFIELD	90
20	GENERA F. GONZALEZ	MEDWAY	80
24	KAREN M. SCHULZ	MEDWAY	65
25	RICHARD JOHN HARRIS, JR.	MEDWAY	57
25	DAWN ELLEN ROCHA	MEDWAY	54
28	CAROLYN F. NEESON	MEDWAY	90
31	ANGELA APARECIDA DE SENA	MEDWAY	59

## SEP

02	SHIRLEY A. SMITH	MEDWAY	77
03	ELIZABETH R. BRUCE	MEDWAY	75
04	JAYARAMAN SRINIVASAN	MEDWAY	72
13	DIANE JANICE DEMERS	MEDWAY	58
16	GEORGE WILLIS STEVENS	MEDWAY	70
17	KENNETH RALPH MELIN	HOPEDALE	89
26	GRACE G. HOAG	MEDWAY	96
28	DOROTHY ANN MAILHIOT	MEDWAY	88
30	LORRAINE P. DENNIS	MEDWAY	90

## OCT



10	GENE RAYMOND STILWELL, SR.	MEDWAY	86
10	JOSEPHINE A. LAROSA	MEDWAY	79
13	ERNEST R. OSBORNE	MEDWAY	79
13	NORMA JEAN SYLVESTER	MEDWAY	69
13	PAUL L. TUMOLO	MEDWAY	68
14	GIOVANNINA DEPALMA	FRANKLIN	100
17	PHYLLIS H. GOULD	MEDWAY	91
19	MALORA M. BOLTON	MEDWAY	83
19	JOHN FRANK GIUDICI	MILLIS	70
22	MILDRED RUTH MACDONALD	MEDWAY	96
23	HOWARD THOMAS WHITE	MEDWAY	73
25	ANN P. BIGWOOD	MEDWAY	85
31	GEORGE FRANKLIN LEE	MEDWAY	87

## NOV

01	PRISCILLA N. HOWKER	MEDWAY	96
01	JOSEPH ALLEN HORNE	MEDWAY	79
02	ANTONINA TRIOLO	SHARON	83
09	MARLENE ANN YERED	BOSTON	87
11	KAREN ANNE SEAL	MEDWAY	67
13	THOMAS OWEN MACNAMARA	MEDWAY	62
15	SHARON LEE ST. HILAIRE	MEDWAY	80
23	LESBIA ELIZABETH ANDINO	MEDWAY	57
28	FRANCES A. ROGERS	MEDWAY	80
28	ANTHONY CHARLES LAWRENCE	MEDWAY	80
30	MICHELE DENISE CRETE	MEDWAY	78

DEC

03	ELSIE J. MACDONALD	MEDWAY	84
03	LINDSEY ANNE HERTERICH	MEDWAY	36
05	EDITH M. COOPER	MEDWAY	97
06	GEORGE R. BERRY	WALPOLE	84
07	ELAINE KATHRYN ANN HOBEN	CONNECTICUT	82
07	MARIE L. COTE	BELLINGHAM	85
08	RICHARD JOHN MARSHALL	MEDWAY	79
10	GAYLE M. KELLEY	MEDWAY	77
13	SALLY ANN STANLEY	MEDWAY	76
13	JOSEPH CONNELLY	MEDWAY	75
15	ROBERT M. MINICHIELLO, SR.	MEDWAY	75
15	VIRGINIA LOUISE BARRA	MILLIS	97
16	GEORGE E. O'ROURKE	MEDWAY	93
19	THOMAS CARTER MALEY	MEDWAY	73
20	JEAN P. CATALDO	MEDWAY	85
21	MATTHEW ANDREW KILROE	FRANKLIN	84
22	PATRICK JOHN KELLEY	MEDWAY	50
22	JOHN ROBBLEE HOWATT	MEDWAY	78
25	JOHN ALLEN WALLACE	MEDWAY	87
26	EDWARD JAMES DOWNEY	NEW HAMPSHIRE	85
30	JOANNE I. POLITO	FRANKLIN	85
31	KATHRYN SHEILA WALSH	FRANKLIN	70

**TOWN OF MEDWAY  
MARRIAGES RECORDED IN THE TOWN OF MEDWAY  
2022**

JAN

3	KAELIN R. MILLER	PENNSYLVANIA	MEDWAY
	CHRISTOPHER F. O'MARA	WESTFORD	Morgan Harris, JP
7	ASHLEY A. POTTLE	MEDWAY	STURBRIDGE
	ERIC D. LUONGO	MEDWAY	Kathleen Worthington,
	Minister		

FEB

1	DONALD D. BROWN	HARWICH PORT	MEDWAY
	DONNA L. BROWN	MEDWAY	Stefany Ohannesian, JP
22	ANTHONY J. CHIRICO	MEDWAY	ROCKLAND
	DORA A. PENA	MEDWAY	Dennis Shea, Minister

MAR

15	JUN LIU	RHODE ISLAND	MEDWAY
	WEI YANG	RHODE ISLAND	Morgan Harris, JP

APR

3	MICHAELA A. HINTHORNE	TEXAS	SHARON
	JOHN B. ACKLEY, JR.	TEXAS	Steven Martins, JP
9	ALYSSA J. CARTER	MEDWAY	MEDWAY
	RAFAL L. BRUDEREK	MEDWAY	Mark Rahall, Minister
11	MONICA Y.	MEDWAY	MEDWAY
	VALENCIA RODRIGUEZ		
	JOSEPH SANCHEZ AGUILAR	MEDWAY	Stefany Ohannesian, JP
23	TIMOTHY D. ANDERSON	MEDWAY	NEEDHAM
	LINDSAY A. SCARCELLA	MEDWAY	Joseph Kim, Priest

MAY

2	AVINASH V. PENMATCHA	SOUTH GRAFTON	FRAMINGHAM
	LEANNE E. QUINN	MEDWAY	Gerri Weinstein, JP
14	NISHANT K. PATEL	CONNECTICUT	MEDWAY
	RESHMA A. PATEL	CONNECTICUT	Indravadan Pandya, Priest
21	DANIEL A. PENZA	MEDWAY	ASHLAND
	ELIZABETH M. CACCAVELLI	MEDWAY	Anthony Pulido, Solemn.
22	TEJAS L. BORSE	MEDWAY	ASHLAND
	GINA A. AKI	MEDWAY	Steven Martins, JP

JUN

4	THOMAS M. CASEY	FLORIDA	WESTPORT
	EMMA R. CALLAHAN	FLORIDA	Paul Bernier, Priest
5	ASHLYN M. McROBERTS	MEDWAY	MEDWAY
	JOHN L. O'ROURKE	MEDWAY	Rosemary O'Sullivan,
	Solemn.		
11	HEATHER M. ABRAMO	MEDWAY	MEDWAY
	NICHOLAS M. O'ROURKE	MEDWAY	Sheila M. Degan, Minister
18	KATHRYN G. McNEILLY	MEDWAY	DENNIS
	JOHN P. HATHAWAY, JR.	MEDWAY	Susan Lahme, Solemn.
22	JOSHUA W. GOLDFARB	MEDWAY	MEDWAY
	JOHANNAH P. CASSIDY	MEDWAY	Stephany Ohannesian, JP
23	MATTHEW J. GUARINO	MEDWAY	MEDWAY
	ABBE M. SOUSA	MEDWAY	Katie Antinarella, Solemn.

JUL

2	TRACEY E. BABIN	MEDWAY	YARMOUTH
	CALEB M. COWGILL	MEDWAY	Paul Babin, Solemn.

14	NATHAN A. COLE	MEDWAY	MEDWAY
	SARAH E. DREW	MEDWAY	Morgan Harris, JP
14	JOHN P. BATEMAN, III	MEDWAY	FRAMINGHAM
	ADRIANA TUNES	MEDWAY	Carlos R. Dos Santos, JP
15	AMBER M. GHERA	MEDWAY	SALISBURY
	CHRISTOPHER P. WENTWORTH Solemn.	MEDWAY	Alexander Boczanowski,
16	DAVID R. MARKHAM	MEDWAY	BOYLSTON
	REGINA A. JARDON	MEDWAY	Gregory Chester, Solemn.
29	MOLLY Y. SOUZA	MEDWAY	MENDON
	CHRISTIAN R. A. FLORES	MEDWAY	John A Badiali, Minister
30	SONIA Y. MELO	MEDWAY	MEDWAY
	VICTOR D. VISONI	MEDWAY	Michael G. Bratsis, Solemn.

# AUG

1	MAKAYLA J. D'AMORE	MEDWAY	MEDWAY
	JOHANN S. BRADLEY	LOUISIANA	Morgan Harris, JP
5	LAUREN N. PELLICCIA	MEDWAY	MEDWAY
	KEIRA A. SANDERS	MEDWAY	Morgan Harris, JP

11	TAYLOR P. ANUFROM KEVIN M. GRIFFIN	MEDWAY BELLINGHAM	MEDWAY Stefany Ohannesian, JP
13	TIFFANY A. WELDON DEREK A. WEIR	PENNSYLVANIA PENNSYLVANIA	PROVINCETOWN Gregory J. Weldon, Solemn.
14	ELIZABETH E. MADEIROS JEFFREY S. WHYTE, JR.	MEDWAY MEDWAY	TOPSFIELD Stan Duncan, Clergy
28	LISA M. GONEAU ANDY PASCASIO	MEDWAY MEDWAY	MENDON Michael L. Backer, JP

SEP

10	JOSEPH A. LOSANNO ERICA C. MANSUR	MEDWAY MEDWAY	QUINCY Adam Holub, Solemn.
17	ANGELA M. CONFORTI DANIEL J. NAPOLITANO	MEDWAY MEDWAY	MEDWAY Richard Muzzy, Jr., Solemn.
18	CLARA K. CHEUNG LEE T. CHIANG	MEDWAY MEDWAY	ASHLAND Michael Rogan, Solemn.

OCT

2	ZACHARY A. LaCONTE	MEDWAY	MENDON
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	KATHERINE R. OERTEL	MEDWAY	James Viall, Solemn.
6	GABRIELLE M. MANCUSO	MEDWAY	MEDWAY
	DEREK S. MARTIN	MEDWAY	Stefany Ohannesian, JP
8	PETER K. GOGUEN	FRANKLIN	BELLINGHAM
	NORA KANG	MEDWAY	David J. Mullen, Priest
9	ANDREW R. SULFARO	MENDON	MEDWAY
	ABIGAIL J. DUCHAINE	MENDON	Cortland Francis, Solemn.
12	JUSTIN M. CALLAGHAN	MEDWAY	MEDWAY
	CAITLYN J. RYAN	MEDWAY	Morgan Harris, JP
15	BRITTANY D. TURCOTTE	MEDWAY	LAKEVILLE
	MICHAEL J. SANTANGELO	MEDWAY	Deborah Hoch, Non-denom.
22	SIERRA M. NOLF	DEDHAM	REHOBOTH
	ADAM J. HINTHORNE	DEDHAM	Patrick Elizalde, Solemn.
22	COLLEEN A. MONTGOMERY	MEDWAY	NORTH ANDOVER
	PATRICK D. LANGILLE	MEDWAY	Raymond Dlugos, Priest
22	SEAMUS J. MAHONEY	MEDWAY	GREENFIELD
	SHAUNALEE G. O'MALLEY	MEDWAY	Steven Morgante, Solemn.



25	RAFAEL DUTRA COELHO	MEDWAY	MEDWAY
	TAMARA	MEDWAY	Stefany Ohannesian, JP
	RODRIGUES FIGUEIREDO		

NOV

12	THOMAS D. SCOTT	MEDWAY	MEDWAY
	ADAM N. SMITH	MEDWAY	Charles Braman, III, Minister

14	GARY C. HARRIS	MEDWAY	MEDWAY
	JANIS SU	MEDWAY	Mark W. Harris, Clergy

18	MEGAN J. THOMSON	MEDWAY	PLYMOUTH
	MICHAEL P. FLANNIGAN	MEDWAY	Daniel Bernier, Priest

22	JOYEL L. REDDEN	MEDWAY	QUINCY
	SAMUEL J. FARLOW	MEDWAY	Roberta A. Black, JP

29	GRACE E. LONG	FRANKLIN	MEDWAY
	ZACHARY R. STEARNS	MEDWAY	Morgan Harris, JP

DEC

5	PAULA A. NEDDER	MILFORD	MEDWAY
	THOMAS J. GAURDABASCIO	MILFORD	Stefany Ohannesian, JP

29	SEAN B. SMITH	MEDWAY	MEDWAY
	BAILEY B. DAVIN	MEDWAY	Morgan Harris, JP
31	SUSAN L. O'REILLY	MEDWAY	ROWLEY
	EDWARD F. COMPANIK	MEDWAY	David West, Solemn.

### **Report of the Board of Health**

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, permitting, and plan reviews. The Department also develops regulations and programs to address existing and future public health needs. It is through these proactive efforts that the Health Department is helping to improve the status and quality of life for all Members of the community.

The Health Department staff consists of a part-time Administrative Assistant and a full-time Health Director. The health Director collaborates with the Board of Health, consisting of five members.

Health Director:	Derek Kwok, REHS/RS
Administrative Assistant:	Kelly OBrien
Board of Health Chair:	John "Jack" Mill
Member:	Khalid Abdi
Member:	Katherine Tonelli, RN
Member:	Leanne Yarosz-Harris, RN
Member:	Caryn Metzger-Smith, PMHCNS-BC

### **Description of Health Department activities:**

- Review plans for new or remodeling establishments, such as food establishments.
- Review plans for private wells and Title V systems.
- Conduct inspections for permitted establishments. Inspections include, but are not limited to, routine, complaint driven, and pre-operational inspections.
- Enforce state and local regulations relating to public health, safety, and the environment.
- Enforce Massachusetts State Sanitary Codes.
- Enforce Massachusetts State Environmental Code.

- Collaborate with contracted Visiting Nurse Association (VNA) on public health nursing and wellness services. One of these services includes investigation and follow up with reportable communicable diseases. Reported communicable diseases for Medway in 2022 include novel coronavirus, influenza, lyme disease, babesiosis, campylobacteriosis, cryptosporidiosis, group A streptococcus, hepatitis C, mumps, varicella, vibrio sp., and viral hemorrhagic fevers.
- Protect ground water resources and public drinking wells through plan reviews.
- Participation in local and regional emergency preparedness initiatives.
- Respond to and investigate complaints related to nuisances and public health concerns.
- Serve as public and environmental health educator to the community when necessary.
- Participate in grants as offered to better the community.
- Permits / licenses various establishments and operations.

#### Notable permits issued in 2022

	<u>Permits</u>		<u>Permits</u>
Body Art Business:	04	Septic Abandonments:	4
Body Art Practitioner:	11	Septic Haulers:	26
Camps:	07	Septic Installers:	25
Farm Animals:	38	Solid Waste Haulers:	21
Food/Retail Service:	79	Tobacco:	12
New/ Repair Septic Systems:	21	Wells:	06
Percolation Tests:	13	Pools	1

#### **Accomplishments this year include:**

- Conducted 2 flu clinics.
- Conducted 3 COVID-19 clinics.
- Continued contract with Natick/Walpole VNA.
- Continued participation in MetroWest Tobacco Control District.
- Continued needle / syringe disposal program at police station.
- Updated Board of Health website so public can access information in an easier manner.
- Updated Board of Health applications.

Respectfully Submitted,

Derek Kwok, REHS/RS  
Health Director

## **REPORT OF THE BUILDING DEPARTMENT**

The Building Department is a multi-functional office responsible for the oversight of construction, demolition, alteration, repair, and occupancy of all residential, commercial, business, and industrial uses. The Building Department does this for both new and existing construction in accordance with the Massachusetts Building Code.

The Medway Building Department is responsible for enforcing codes and ordinances within State Building Code, such as building, mechanical, energy conservation, electrical, gas and plumbing. These codes and ordinances govern the construction, rehabilitation and maintenance of residential, commercial buildings and properties located within the town of Medway.

Below, we are responsible for the administration, interpretation, and enforcement of the following codes:

- Massachusetts State Building Code
- Massachusetts Electrical Code
- Massachusetts Plumbing & Gas Code
- Massachusetts Weights & Measures
- National Fuel Gas Code
- Town of Medway Zoning Code

In addition, this department enforces all Zoning Decisions, Special Permits, and Site Plan approvals. On a regular basis we conduct safety inspections at places of assembly, restaurants, religious institutions, child daycare facilities, and other locations as specified in the State Building Code.

The Building Commissioner/Zoning Officer, Jonathan Ackley came to Medway in October from the Town of Norfolk where he was previously a Deputy Building Inspector. The Building Commissioner directly oversees all functions of the Building Department and acts as the chief building inspector and zoning enforcement officer.

The Building Commissioner also oversees building department staff which consists of the following employees:

- Rindo Barese, Deputy Building Inspector
- Kelly O'Brien, Office Administrator

- Erika Robertson, Code Enforcement Officer
- James Coakley, Plumbing/Gas Inspector
- Jennifer Sweet, Electrical Inspector
- Jerry Smolinsky, Assistant Plumbing/Gas Inspector
- Michael Perkins, Assistant Electrical Inspector
- W. James Allshouse, Contracted Weights and Measures Sealer

Financial Income and Permit Applications submitted to the Building Department.

Below is a breakdown of permits issued by the Building Department between the dates of January 1st through December 31st, 2022.

\*Misc. includes any permit that is not consistently applied for such as: request for annual inspection, trench, periodic, tent/trailer, and certificate of occupancy.

In summary, a grand total of 3,314 permits were issued in 2022 and permit cost intake equaled \$708,146.00. there was an increase in the number of permits from 2,924 in 2021.

### Medway Projects

2022 was a productive year for the Building Department with new and ongoing projects. Summarized below are just a few of the major projects the Building Department is currently involved in:

- 19 Populatic Street: ground broke to construct a 16,000+ sf building for Medway's new Water Treatment Facility.
- Timber Crest Estates: the 188-unit project located off Winthrop Street is well underway.
- Glen Brook Way: the 6 buildings containing 92-unit apartment rentals, located off West Street is also an ongoing project.
- 39 Main Street: the 190-unit apartment complex has been well underway; coming to substantial completion with an anticipated end date in early 2023.
- 67C Main Street: The renovation and repurposing of commercial space for a 12,700 SF childcare facility includes a portion of the parking lot being redesigned into a playground. The daycare is anticipated to license 184 student slots between the ages of 1 month – 4.9 years old.

· The Willows at Medway: In addition to the completed assisted living facility, the construction of 54 duplex and single-family dwellings on this site are well underway.

Medway's building and zoning information is available on the town's website, [www.townofmedway.org](http://www.townofmedway.org). By navigating to the Building Department, customers can obtain permit applications, informative documentation, fee schedules, zoning regulations, and online permitting services. Our physical office is in the Town Hall at 155 Village Street, first floor. Hours are varied so please plan your visit accordingly.

(Monday: 7:30-5:30, Tuesday, Wednesday & Thursday: 7:30 – 4:30, and Friday: 7:30 – 12:30.)

Respectfully Submitted,

Jonathan Ackley  
Building Commissioner

#### **REPORT OF THE MEDWAY POLICE DEPARTMENT**

Despite the challenges of the Covid-19 Pandemic and the changes, requirements, and mandates of the Massachusetts police reform law, the Medway Police Department has striven to provide the town with an exceptional level of service to those who call Medway their home, as well as those travelling through or visiting.

Throughout the past year, as the effects of the Pandemic were lifted, the department has worked closely with Medway's residents, public groups, local governmental agencies, and our public safety partners to help plan, coordinate, and ensure successful community events such as Medway Pride Day, the Little League Parade, the Juneteenth Celebration at the Medway Community Farm, Medway Day at Choate Park, the Touch-a-Truck Event during the Medway Community Farm Fair, Opening Day of School, Walk-to-School Day, the Pumpkin Walk at Choate Park, Truck-or-Treat at Oakland Park, the Thanksgiving Medway High School Pep Rally Bonfire and the Christmas Parade.

Our officers engage the public whenever possible and be seen and approached at Medway High School and youth sports events, at Medway's parks, the shopping centers, the Oakland Street Senior Center, Coffee with a Cop Events, local businesses, teaching bike safety at Choate, visiting with the Girl scouts and Boy scouts, teaching classes in the schools, and giving station tours. Our partnership with the community is our greatest strength.

Members of the department are active with SUP Medway, the Town IDEA Committee, various youth groups, the Council on Aging and we work closely with the Medway Housing Authority.

There was much change this past year. Chief of Police Allen M. Tingley retired after 15 years as chief and over forty years of public service to the Town of Medway. He was honored as a chairman of the Christmas Parade in November 2022 in recognition of his many years of outstanding service.

Lieutenant William H. Kingsbury was promoted to the role of chief of police in July 2022 where he will be responsible for managing all functions of the department. He has been a member of the department since 1993 when he began his career as a public safety communications dispatcher, was appointed a special police officer in 1994, a full-time police officer in 1995, a sergeant in 2002, and a lieutenant in 2017. During his career he has worked patrol as both a patrol officer and patrol supervisor, a member of the Tri-County Drug Task Force, as a detective sergeant conducting and supervising investigations, as the department's primary evidence officer, primary public records access officer, policy and procedure manager, training officer, interim court prosecutor, interim chief of police, internal affairs investigator, scheduler, traffic grant manager, and special projects manager.

Sergeant Jeffrey Watson was promoted to the position of patrol lieutenant where he will manage the patrol function, manage firearms licensing, planning, and managing special events and projects, act as the department's accreditation manager, conduct internal affairs investigations, act as Medway's Safety Officer, and act as liaison to many public and private entities.

Lieutenant Watson began his career in Medway as a public safety communications dispatcher in 1987, he was appointed a special police officer in 1991, a full-time officer in 1993, and a sergeant in 2006. He has worked as a patrol officer and supervisor, was a member of the Tri-County Drug Task Force, Medway's Juvenile and DARE officer for many years, and is a nationally recognized expert and instructor of Police Mountain Bike Patrol.

Patrol Officer Ryan Ober was appointed to fill a patrol sergeant position. Sergeant Ober joined the department in 2006 as a public safety communications dispatcher and was appointed a full-time patrol officer during 2013. Sergeant Ryan will be supervising patrol shifts and assuming administrative duties.

Four patrol officers, Andrew Latosek, Stephen Paschal, Katherine Sharkey, and Andy Chu graduated from the Randolph Police Academy in April 2022. All were assigned to patrol. Officer Chu resigned his position in September 2022. Officer Latosek was a public safety communications dispatcher and special police officer for the Town of Medway Police Department when he was hired. Officer Paschal was a patrol officer for the Berklee School of Music Campus Police Department when he was hired. Officer Sharkey was a public safety communications dispatcher for the Town of Wellesley Police Department when she was hired.

The department hired Andrew Harris as a patrol officer candidate in October when he entered the Boylston Police Academy. He is scheduled to graduate in March of 2023. Student Officer Harris was a public safety communications dispatcher for the Medway Police Department at the time of his hire.

The department hired three public safety communicators during 2022 including Emily Clark, Eva Cann, and Maggie Schindler.

The department maintained an active internship program welcoming students from Medway High School, Tri-County Regional High School, Framingham State University, Dean College, Westfield State University, and the University of New Hampshire. Many of our previous interns are currently working for law enforcement agencies including the Medway Police Department.

The department received multiple grants this year including a grant from the Massachusetts Statewide Emergency Telecommunications Board for training, a traffic enforcement grant from the Executive Office of Public Safety and Security, and an unused medication disposal grant from Meditech.

Medway personnel serve as important officials and instructors in a number of areas in Massachusetts.

Lieutenant Matthew Reardon acts as the department head of the Town of Medway Public Safety Communications Department, the commander of the Metropolitan Law Enforcement Council for Norfolk County Detective Unit, an instructor for the Massachusetts Police Training Committee and Commonwealth Police Services and also instructs classes as a Dean College Professor.

Lieutenant Jeffrey Watson is the statewide training coordinator for the Massachusetts Police Training Committee Mountain Bike training program and also acts as an instructor.

Sergeant Jason Brennan is a commander for Metropolitan Law Enforcement Council for Norfolk County's SWAT response team, is the statewide training coordinator for the Massachusetts Police Training Committee Firearms training program and also acts as an instructor in firearms, patrol rifle, as well as an Active Shooter/Hostile Event response, Applied Patrol Procedures, Use of Force, ECW/Taser Instructor, and less-lethal weapons.

Detective Sergeant John Meincke is a staff instructor for the Massachusetts Police Training Committee's Randolph Police Academy and is also an Active Shooter/Hostile Event response instructor, Applied Patrol Procedures Instructor, Firearms Instructor, Less-lethal Instructor, ECW/TASER Instructor, and a First Responder/CPR/AED Instructor. Sergeant Meincke is a member of the Metropolitan Law Enforcement Council for Norfolk County Detective Unit.

Patrol Officer Thomas Godino is an Active Shooter/Hostile Event response instructor and Applied Patrol Procedures Instructor for the Massachusetts Police Training Committee. Officer Godino is also an in-house Tactical Medical Response Instructor for the department.



Detective Lauren Swarthout is the Physical Training Coordinator for the Massachusetts Police Training Committee's Randolph Police Academy where she also instructs.

Patrol Officer Meghan Casey is an Active Shooter/Hostile Event response instructor and Applied Patrol Procedures Instructor for the Massachusetts Police Training Committee.

Patrol Officer Ryan Kahn is a member of the Metropolitan Law Enforcement Council for Norfolk County Water Response Dive Team.

Patrol Officer Christopher Bullen is an Active Shooter/Hostile Event response instructor and Applied Patrol Procedures Instructor for the Massachusetts Police Training Committee.

In-House instructors include:

School Resource Officer Paul McLaughlin is the Motorcycle Patrol and Escort Instructor for the department. He is also a member of the Metropolitan Law Enforcement Council for Norfolk County Mobile Response Unit.

Patrol Officer William Freitas is an in-house Firearms, Patrol Rifle, and Less-lethal instructor.

Patrol Officer Anthony Nigro is an in-house Speed Measurement (RADAR/LIDAR) instructor and a Tactical Medical Response Instructor for the department. He is also a certified crash reconstructionist.

Patrol Officer Stephen Paschal is a First Responder/CPR/AED instructor.

Chief of Police William Kingsbury managed the Medway Holiday Fund for the first year during 2022. This fund was established over fifty years ago and has been managed by Medway's chiefs of police since its inception. Sergeant Robert O'Neill coordinated the funds procurement, packaging, and delivery of holiday meals for both Thanksgiving and Christmas during 2022. We worked closely with both the Medway Housing Authority and the Medway Council on Aging, many volunteers, and relied on the many generous donations of Medway's residents, businesses, and private organizations to ensure a successful season.

Once again, throughout the year, we had several occasions to send out telephone emergency notifications to our residents using Blackboard Connect, the Town's emergency telephone notification system. I would like to encourage anyone who has not yet signed up to participate in this system to please do so. The links to sign up for this system can be found on the Medway Police Department web site ([www.medwaypolice.com](http://www.medwaypolice.com)) and the Town of Medway's web site. ([www.townofmedway.org](http://www.townofmedway.org)) under *Find It Fast* and click on *Blackboard Connect Emergency Notification* and follow the instructions to sign up for this important service.

The department has worked hard to comply with the mandates of the police reform law over the last two years. It has been a difficult process as many regulations have gone into effect in a short period of time which have been met, changed and met again.

Regulations related to police reform which have been enacted and promulgated include:

555 CMR 1.00 Procedural Rules for Receiving, Investigating, Hearing, and Adjudicating Complaints Regarding Law Enforcement Officers. The department has met all mandates related to these regulations.

555 CMR Use of Force by Law Enforcement Officers Regulations. The department has met all mandates related to these regulations.

555 CMR 7.0 Recertification Regulations. The department met the provisions of these regulations re-certifying all officers whose last names began with the letter A through the Letter H during 2022. All new hire officers were properly certified as well. Officers whose last names begin with I through P will be re-certified during 2023.

555 CMR 8.00 Databases and Dissemination of Information. The department is working to meet the mandates of these regulations by the promulgated deadlines.

555 CMR 10.00 Specialized Certification of School Resource Officers Draft Regulations. This is a draft regulation which has not gone into effect yet. The department has met all School Resource Officer training and certification mandates to date.

POSTC Advisories:

Recommendations for De-escalation: Our members have received training in meeting these recommendations.

De-escalation and Alternatives to Use of Force on Minor Children: Our members have received training in meeting these recommendations.

Guidance on M.G.L. Chapter 123 § 12(a) and 12(b) and the Use of Force: Our members have received training on meeting these recommendations.

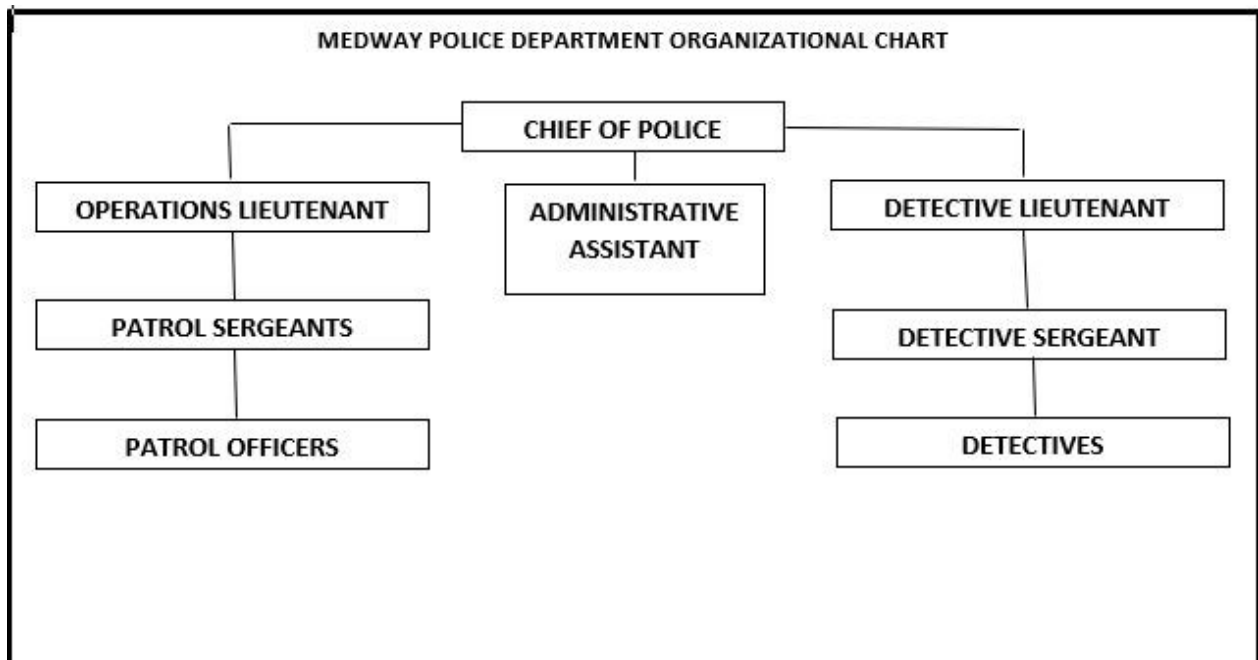
The Medway Police Department is dedicated to offering our members the finest training possible in order to ensure outstanding professional service as well as for the development of our officers as they advance in their careers.

During 2022 our officers completed their mandated in-service training program which included legal updates, domestic violence response updates, first responder/CPR/AED certifications, Use of Force & De-escalation, Critical Incident Stress Management, Cultural Competency, Human Trafficking Awareness, Mass Gatherings Response, Mental Wellness, Responding to calls involving Mental Health Crisis, and Suicide Prevention. Officers also completed training and certification in Firearms, Patrol Rifles, Less-Lethal, ECW/TASER, Tactical Medical Response, and tactical patrol subjects. The department also instituted a Tactical Patrol Training Program in the Fall of 2022 which is managed by Sergeant Jason Brennan.

The Town of Medway allocates funds for specialized training in the police department budget which is used to send officers to training designed to develop important patrol and investigative skills, administrative and supervisory skills and leadership skills. During 2022 our officers were able to attend many important training programs including:

- Two officers were certified as Breathalyzer managers by the Massachusetts Office of Alcohol Testing.
- Three officers attended MPTC PTAC instructor certification schools.
- One sergeant completed the MPTC sergeant leadership School (State Mandate).
- Seven officers completed Critical Incident Mental Health Crisis Response Training (CIT).
- Eleven officers completed LHLN Servant Officer Leadership Training.
- Six officers completed NASRO Adolescent Mental Health Response training.
- Two officers completed the Use of Force program Overcoming Size Difference for Female Officers.
- Six officers completed the MPTC LEADS Use of Force training program for Field Training Officers.
- One officer completed the SAWA de-escalation program.
- Eleven officers completed the LHLN Intentional Leadership Program.
- One sergeant completed the IACP First-Level Supervisor Leadership Program.
- Four officers completed Active Shooter/APP Instructor school.
- One sergeant attended the Municipal Police Institutes' New Sergeant School.
- Two officers attended the MPTC's Supervisor level DE-FUSE De-Escalation School.
- Seven officers attended Commonwealth Police's Traffic Direction and Control School.
- One officer attended Mental Health First Aid training.
- One officer completed the FBI's Crisis Negotiator's school.
- One officer completed the FBI's NIBRS Training Program.
- Three officers completed post-promotion suicide prevention class (mandated).
- One officer attended the Northeast CARTS (Child Abduction Response Team) conference in Albany New York and also instructed.
- Three officers attended the MSP's BOSAR training program.
- One officer attended the US Secret Service's NCFI Basic Network Intrusion school in Alabama.
- One officer attended MPI's Police Executive Training program.
- Two officers completed the Roger Williams University First-Level Supervisor's school.
- Five officers completed the FBI LEEDA Command Leadership Institute.
- One officer completed the Leading Blue Leadership Training Program.
- One officer completed the LHLN Master Leadership Program.
- One officer completed the NFPA 3000 ASHER program.
- One officer completed the FBI Supervisor Leadership Institute.
- Two officers completed CISM Pre-Incident training.

- Two officers and the department clinician completed CISM post-incident training.
- One officer completed MPI's Firearms Legal Update Class.
- Four officers completed the advanced level 2 reading people interview and interrogation school.
- One completed the Boston Fusion Center's NIBRS training.
- Two officers completed the Roger Williams University Law Enforcement Mid-Managers program.
- One officer completed the CATS Multi-Discipline Sexual Assault Investigation program in Portland Me.
- One officer completed a class on investigating ghost guns and firearms trafficking.
- One officer completed an IAD investigation certification school.
- Two Officers completed basic and advanced RAD for Kids Instructor training.
- One officer completed the UMass Commercial Vehicle Safety School.
- One officer attended the Emerging Adult Summit
- Two officers attended Special Event Planning and Safety Training in Atlanta Ga.
- Two officers attended MPTC's Advanced Design PT Instructor School.
- One officer attended MPI's Annual Sergeant's Leadership Conference.
- One officer completed MPI's Sergeant's School.
- One officer completed MPI's Juvenile Law Class.
- Five officers attended the NJPOA SRO Conference.
- Two officers completed IAPE Evidence Management School.
- One officer completed Dive Team training one and two.
- One officer attended DLG's Use of Force Summit in Uncus Ct.
- Four officers completed MIIA's EVOC school.
- Four officers completed MPTC's School Shooter Profiling School.
- One officer completed AXON's ECW/TSER Instructor Re-certification Program.



**2022 MEDWAY POLICE DEPARTMENT**

**Chiefs of Police**

Allen M. Tingley (Retired)

William H. Kingsbury

**Lieutenants**

Matthew D. Reardon

Jeffrey Watson

**Sergeants**

Jason P. Brennan

Derek Harrington

Peter Fasolino

Robert O'Neill

Ryan Ober

**Detectives**

Sergeant John Meincke

Carl Sheppard

Lauren Swarthout

**School Resource Officer**

Paul McLaughlin

**Patrol Officers**

William Freitas  
Meghan Casey  
Stephen Paschal

Anthony Nigro  
Ryan Kahn  
Katherine Sharkey

William White  
Benjamin Leazott  
Andy Chu (Resigned)

Thomas Godino  
Christopher Bullen

John Gasparrini  
Andrew Latosek

**Student Officer**

Andrew Harris

**Executive Assistant**

Janice Hart

**JDP Mental Health Clinician**

Sam Dubois

**Police and Fire Public Safety Communication Dispatchers**

Hannah Furno (Supervisor)  
Thomas Sicchio (Resigned)

William Tagliaferri

Nicholas Cabral

Kerri Bishop

Emily Clark

Eva Cann

**Special Police Officers**

Joseph MacDougall

John Rojee

Thomas Hamano

Andy Mahon

Danial McGlynn

**School Traffic Supervisors**

Cheryle Goodspeed

Richard Malo

**Crossing Guard**

Gail Wilcox

**Traffic Supervisors**

Robert Rojee

Kevin Brennan

**MEDWAY POLICE DEPARTMENT CALLS FOR SERVICE 2022**

209A Emergency Request	6
209A Modified	56
209A Received	23
209A Service	41
209A Vacated	20
209A Violation	18
258E Modified	5
258E Received	3
258E Service	4
258E Violation	1
911 Accidental	286
911 Hang-up	110
911 Transfer	184
MVA Animal	25
MVA Injury	52
MVA Leave the scene	22
MVA No Injury	149
MVA Not Investigated	22
Accident Other	4
MVA Pedestrian	7
Alarm	235
Ambulance	1415

Ambulance Mutual Aid	307
Overdose	9
ACO	243
Harassing Calls	5
Arrest-Felony	3
Arrest OUI	8
Assault or A&B	11
Assist Elderly	1
Assist Other PD	89
B&E MV	4
Break and Enter	8
By-Law violation-Other	7
By-Law Solicitor	2
Car Seat Inspection	16
Civil Complaint	18
Community Policing	205
Cruiser Maintenance	80
Disinvitation	8
Disturbance	135
Domestic Dispute	58
Elder Affairs	1
Fight in Progress	2
Fire-Alarm	353
Fire-Alarm maintenance	77
Fire-Brush	8
Fire-Investigation	254
Fire-Mutual Aid	67
Fire-Natural Gas Leak	33
Fire-Structure	13
Fire-Vehicle	3
Fireworks Complaint	9
Follow-up Investigation	178
Funeral Escort	19
General Information	75
General Service	56
Gun Shots Reported	8
Harassment	22
Identity Fraud	44
Illegal Dumping	7
Investigation	34
JDC	30

Keep Peace	14
Larceny	28
Larceny-Vehicle	3
Larceny by Check	5
Larceny by Credit card	2
Larceny from MV	1
Lockout	100
Lost or Stolen	41
Message Delivery	14
Missing Child	10
Missing Child Located	6
Missing Person	4
Missing Person Located	6
MV Abandoned	1
MV Disabled	165
MV Erratic Op	143
MV Violation	2007
Mutual Aid-Metro LEC	20
Neighbor Dispute	14
Notice to All	58
Officer Injured	5
Officer Request	366
Open Door	32
Parking Violation	66
Pistol Permit	239
Power failure	3
Process Serving	20
Property-Damage-Private	45
Property Damage-Municipal	8
Property Received	85
Property Released	86
Radar Board	10
Radar Requested	33
Repossession	10
Road Hazard	82
RUOK	5
Safety Hazard	24
Safety Officer	16
Section 12	44
Section 35	9



Security Checks	858
Sex Offender Info Request	1
Sex Offender Registration	6
Sexual Assault	7
Shift information	1346
Shoplifting	5
Sick Day	86
SRO Activity	51
Sudden Death	14
Suicide	1
Suicide Attempt	5
Suicide Threat	12
Summons Service	19
Surveillance by PI	11
Suspicious Activity	163
Suspicious MV	232
Suspicious Person	80
Threatening	12
Traffic Control	29
Traffic Counter	9
Traffic Enforcement	1058
Training	9
Transportation	58
Tree Down	53
Truant Child	5
Unwanted Party	5
Vacation Check	34
Vandalism	21
Warrants	118
Water Dept	25
Weather Change	14
Well-Being Check	142
Wires Down	36

Total Number of RMS Incidents: 17,586

## **MOTOR VEHICLE CRASHES**

Animals Struck:	25
Fatal Crashes:	1
Crashes w/Injury	52
Leaving the Scene:	22
Crashes w/no Injury:	149
Not Investigated:	22
Pedestrian Involved:	7

**Total: 278**

Value of Stolen Property: \$114,635

Vale of Recovered Property: \$78,000

Respectfully submitted,

William H. Kingsbury

Chief of Police

Medway Police Department

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

Calendar year 22 has been another banner year for the Medway Fire Department. We responded to 2,602 emergency calls for service, an increase of nearly 18%, and handled 739 fire prevention activities such as inspections and fire prevention activities. At the time of this writing in calendar year 23, to date, our emergency calls for service are up 4%. Our personnel continue to train to be prepared for these calls and the new challenges we face at some of the new developments in town. We also continue to train and develop protocols for responding to people who have mental health issues in addition to Active Shooter Hostile Events. This training and protocol updating are being done in cooperation with all Town departments.

We have been very busy with inspections of the 39 Main Street project, the Willow's project, Glen Brook, Timber Crest, Neo Organics, numerous other developments in town, as well as updates to fire alarm systems in major facilities in town.

Thanks to the continued support of our Select Board, Finance Committee, Capital Improvement Committee, our Town Manager, and especially the taxpayers of Medway, we were able to add a completely equipped Command vehicle for our Community Risk Reduction Deputy Chief.

The department continues to train. Several of our officers attended officer development training offered by the Norfolk County Fire Chiefs, the Fire Chiefs Association of Massachusetts, and three also again attended the Fire Department Instructor's Conference in Indianapolis. With additional staff we are also able to intensify our daily training as well. We have also added online training platforms so that we may reach more members who are not able to attend in person training.

Of course, our success would not have been possible without the support of the residents and business owners in the Town of Medway, thank you! I would also like to thank The Medway Select Board, Finance Committee, Capital Improvement Committee, Town Manager Michael Boynton and the Town Manager's office, Finance Director Carol Pratt and the accounting office, Joanne Russo and the treasurer's office, former Human Resource Coordinator Katherine Bird and current Human Resource Coordinator Jess Sinclair, Beth Hallal former Medway Health Agent, Derek Kwok our current Health Agent, Director of Communications Sandra Johnston, former Commissioner Mee, and current Commissioner Jon Ackley and the building department, Stephanie Ohannesian and the town clerk's office, Rich Boucher and the IT department, Barbara St. Andrade and the Community and Economic Development office, former Assessor Donna Greenwood and current Assessor Chris Park, and the assessor's office, Courtney Riley and the Council on Aging, Peter Pelletier and the Department of Public Services, Dr. Armand Pires and the school department, and Retired Chief Allen Tingley and current Chief William Kingsbury and the Medway Police Department for their continued support. As always without it we could not have accomplished what we did.

I would like to take this time to acknowledge the passing of former Medway and active-duty Southborough Firefighter Lisa Thompson. Firefighter Thompson had left Medway as a Call Firefighter/EMT to work full time at the Southborough Fire Department just days before her passing. I would also like to acknowledge the passing of retired members Arnold Choate, William McLaughlin, Alan Cornoni, George Lee, and Paul "Scott" Trufant. All these members made substantial contributions to the department, and we will miss them all. Thank you to the families of all our departed members for standing by them while they so diligently and selflessly served the residents and visitors of Medway. We will continue to stand by you should any of you need anything.

I could never thank the dedicated men and women of the Medway Fire Department enough as well. Members continue to train diligently and selflessly answer calls that put them in danger every day. The performance of these men and women exemplifies their professionalism and dedication to the great people of the Town of Medway. I continue to grow prouder of this department, its members, and what we have been able to achieve. We continue to strive for perfection and provide the best Fire and Emergency Medical Services possible. Without them or the support of other Town departments and committees, and very much so, you, the residents and taxpayers of Medway, the Department could not be as great as it is. Thank you.

Respectfully submitted,

Chief Jeffrey P. Lynch

### **Report of the *Department of Public Works***

#### **Vision Statement:**

Be a source of pride for our community by embracing our obligation to the Town of Medway's infrastructure and environment.

#### **Mission Statement:**

The Department of Public Works is responsible to the residents, businesses, and visitors 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 containing bridges, sidewalks, curbs, traffic signals, street lighting, guardrail fencing, surface and sub-surface storm water systems, wastewater systems, public water supply, treatment & distribution systems, and public shade trees. This infrastructure along with municipal buildings, parks, open space, vehicles, and solid waste management 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.

Essentially, the Department is structured into six divisions that cover each of the major areas of accountability within the organization. Medway's DPW is a modern operation that maximizes its performance with limited staffing and budget. The Department must also function under very rigid regulatory oversight by local, state and federal agencies given primacy over the operation of rights-of-way (ROW), water, wastewater and stormwater systems, as well as, codes associated with buildings, workplace safety, solid waste disposal, and equipment operation. The Department strives to integrate technology into the operation to maximize the efficient use of these very limited resources while, at the same time, providing ever higher levels of service and customer satisfaction.

#### **Department Description:**

The Department is organized into a program management structure that places a greater emphasis on accountability and planning. Each program is headed by a professional manager who is responsible to the Director/Deputy Director of Public Works for the planning and execution of their program's goals and objectives. 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, safe, and professional workplace.

The six program areas are: Administration & Finance, Engineering & Facilities, Parks, Highway, Fleet Maintenance, and Water & Sewer. These six areas are detailed below with significant accomplishments in 2022.

#### **Administration & Finance:**

The primary function of staff within this division is to provide first customer contact, administrative and financial support to the numerous and varying Department programs, as well as interact and actively participate in overlying Town goals and objectives. 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. This Division produces or supports these activities ensuring proper management. The positions included within the Administration and Finance Division are:

- Director
- Deputy Director
- Compliance Coordinator
- Program Administrator
- Administrative Assistants

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

- Customer Service
- Communications

- Information Technology
- Budget Preparation and Maintenance
- Enterprise Fund Accounting
- Personnel / Labor Activities
- AP and AR Functions
- Procurement (MCPPO)
- Electronic Personnel Time and Attendance Reporting
- Permit Management
- Utility Billing
- Water, Wastewater & Stormwater Administration
- Solid Waste & Recycling Administration
- Energy Management
- Departmental Support Needs (Insurance, Training)
- Grant Administration (Chapter 90, TIP, WRAP, MAPC, MADEP, Green Community, Workplace Safety, MVP, etc.)
- Emergency Management
- Legal Counsel

***The following are substantial initiatives and projects performed during 2022 within the Administration & Finance Division:***

- Contracted with Lawrence Waste, a local company, for solid waste curbside service
- Continued with the design and review of the Town's first drinking water treatment plant
- Continued to work with other Town Departments to maintain operations during COVID-19
- Working to Build a GIS database of the Town's Stormwater, Water & Sewer Systems
- FY24 Capital Planning
- Public Outreach and Programs for Water Conservation, Energy, and Solid Waste/Recycle Programs
- Charles River Climate Compact Member & contributor
- Worked with Energy & Sustainability Committee
- Annual Regulatory Report for our MS4 Permit
- Green Communities Annual Regulatory Report
- Municipal Vulnerability Preparedness (MVP) Program Annual Report
- Charles River Flood Model
- Mass EVIP Grant Award for vehicle charging stations.
- Stormwater Pollution Prevention Plan development and training
- Stormwater infrastructure inventory, maintenance, and mapping management
- 604b Water Quality Management Planning Grant
- Initiated School Solar Parking Canopy Project Research
- Mattress recycling program
- Continued work with MEMA's Regional Emergency Planning Committee
- Private Trash Program Renewals
- FY23 Demand & Lien Process

- Permitting and Licensing
- Call Log/Work Order System Form Advancements & Training
- Solid Waste/Recycling Regulatory Reporting
- Novatime – Payroll & Time Tracking Upgrades
- New DPW Facility in operation
- Park Projects Improvements Planning with EPFRAC Committee
- Roadway & Sidewalk planning & construction
- Increased monitoring of water customer accounts to provide advanced notice of service leaks and of outdoor watering violations.
- Worked with internal and external focus groups to launch a series of initiatives in water, wastewater, and stormwater to provide better overall water resource management.
- Increased focus on the Town's web site and social media to provide more timely information.



### **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. Dedicated staff manage these important projects to 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
- Trades Technician
- Two (2) Assistant Trades Technicians

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

- Capital Projects Planning
- Administration
- Design & Construction Management
- Planning Department Development Projects
- System Impact Plan Review
- Grant Oversight
- Construction Management
- Facilities Maintenance
- Contract Development and Procurement
- Consultant Management

***The following are substantial initiatives and projects performed during 2022 within the Engineering and Facilities Division:***

- Elevator tests and inspections- State requirement
- Boiler & Air Compressor inspections - State requirement
- Generator Testing - All buildings and well locations
- Fire Alarm System Inspections at town buildings
- MIIA Insurance Inspections
- Snow & Ice management at all town owned facilities.
- Equipment Auction
- Flag and Banner maintenance/replacement (Town wide)
- Street and parking lot light repairs/replacement
- Set up & break down for Town voting.
- Coordinate janitorial service for all town buildings.
- Police Station – new fire alarm panel, 2<sup>nd</sup> floor a/c units, painting, and renovations.
- New tents for summer camps (set up and take down)
- Senior Center- New a/c unit, interior painting
- VFW- New handicap ramp and railings
- New Middle School softball field – new dugouts and electrical conduit
- Choate Park – New windows, insulation, and painting at building
- Set up Holiday decorations around town.
- Ide House – install new a/c unit, repairs to wood flooring.
- Thayer Homestead – painted interior & exterior, new concrete slab and electrical for the tent.
- Library – new countertops, new rubber roof, repair cupola and sprinkler system repairs
- Coakley Building (High School) – added heat and insulation.



- Added more lighting to the Mustang Statue
- DPW Storage Building – metal wall repairs
- Community Farm – New gutters, repairs to chimney and bulkhead
- Recycle Center – New electrical panel and roof cover.



**Parks:**

In 2022 the Parks Division continued to include the management of solid waste collection and disposal, resource recycling and reuse, the managed care and maintenance of Medway's parks and fields, as well as grounds care and maintenance at all municipal buildings including schools. The Division maintains reliance on the Board of Health for assistance with regulatory policy setting and enforcement. Included within the Parks Division 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 & Recreation 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 Parks Division are:

- Superintendent / Tree Warden
- Assistant Superintendent
- Supervisor
- Heavy Equipment Operators (5)
- Part Time and Seasonal Staff

The following are the planned functions of staff within the Parks Division:

- Solid Waste Management
- Contract Management
- PAYT Bag Coordination
- Curbside Collection
- Hazardous Waste Disposal
- Landfill Management
- Recycling Program
- Federal & State Guidelines
- Recycling Center
- Public Outreach & Education
- Single Stream Cart Recycling
- Parks Programs
- Tree Warden (Street Trees) Maintenance
- Field Care and Maintenance
- Parks and Open Space/Trails Care & Maintenance
- Sidewalk Snow Removal
- Improvement Projects
- Municipal Buildings/Schools Perimeter Grounds Maintenance

Parks staff operate and maintain Town properties including:

Choate Park	Cassidy Complex	Oakland Park
Winthrop St. Park	Idylbrook Park	Senior Center
grounds		
North Street Playground	Garnsey Dog Park (Village St.)	Leigh
Memorial		
Matondi Memorial Square	Sanford Conservation Area	Medway
Library grounds		
High School Fields & Grounds	McGovern School Field & Grounds	Burke/Memorial
School Fields & Grounds		
Middle School Fields & Grounds	Water Division Grounds	Police Dept.
Grounds		

Fire Stations 1 & 2 Grounds	Thayer House	Open	Space
Trail Network			
Police/Fire Memorial Signs	Town Hall	Town Gateway	
Sibley Park	Recycling Center	Evergreen	
Cemetery Historical Area			
Village Street Canoe Launch Area	Cutler Street Affordable Housing	Village	Picnic
Jacob Ide House	Grand Army of the Republic Park (Village St.)	War Memorial	
VFW Building and Field	Adams St Conservation Area		

***The following are substantial initiatives and projects performed during 2022 within the Parks Division:***

- Center St Softball Field Renovations & Brush clearing
- Completed New Middle School Softball Field
- Rain Barrel Program
- Senior Center & MHS Stormwater BMP maintenance
- Assist with and help coordinate Thanksgiving eve bonfire & Christmas Parade
- Set up & Removal of sports equipment at Athletic Fields
- Assist Medway Community Farms with property improvements & special events.
- Conducted loam screening, brush pile grinding & compost bin deliveries.
- Tree limbing and brush removal throughout town
- Playground removal at Burke School
- Assist with the construction of the Peace Garden
- New tent pad at Ide's House
- Coordinate Spring & Fall Household Hazardous Waste Days
- Remove large pine trees at Kelly St Softball field, new trees planted, and area cleaned up.
- MHS – install temp outfield fence for varsity baseball field.
- MHS – created new bullpen area for varsity baseball field.
  - MHS – batting cage improvements
  - Town Wide Sidewalk Snow Clearing
  - Snow Clearing at Synthetic Turf Fields for added Spring Revenue
  - Assist Park & Rec with the preparation and running of special events.
  - Monitor Choate Park Dam water levels before, during & after weather events.
  - Assist other Divisions or Town groups during daily O&M and capital projects.
  - Installed and inspected kiosks around town.
  - Trail clearing for the bridge festival.
  - Irrigation upgrades and maintenance at town fields
  - Oakland St Roadside improvements
  - McGovern School lower parking lot improvements
  - Refurbished unit 248
  - Overhauled sign at Main St @ Village St

- Cleared some trees along the riverbanks.
- Thayer House – New walkway



### **Highway:**

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. The positions included in the Highway Division are:

- Superintendent
- Assistant Superintendent
- Right-of-Way Supervisor
- Heavy Equipment Operator (6)

The following are planned functions of the Highway Division:

- Roadway and Sidewalk Operation, Maintenance, and Improvements
- Stormwater System Operation, Maintenance, and Improvements
- Winter Storm Operations (Snow & Ice)
- Street Sweeping and Roadside Clean-Up
- Pothole Repair
- Traffic Signals, Signs, Street Line/Crosswalk Painting, and Street Lighting

***The following are substantial initiatives and projects performed during 2022 within the Highway Division:***

- Mill and Overlay/Reclaimed 17 roads in town.
- Crack sealing on 16 roads in town
- Sidewalk Improvements and new sidewalks throughout town
- Drainage improvements/repairs
- Stormwater BMP & outfall inspections and maintenance
- Dry weather water quality sampling
- Repair driveway aprons on various roads
- Loam & seed along newly paved roads
- Cleanup/Loam & seed damaged areas from snow & ice season.
- Updated GIS mapping and inspections of all stormwater outfalls and associated structures.
- Updated road plan.
- Catch Basin cleaning town wide.
  - Drain line flushing/cleaning.
  - Infrared castings & roadway repairs
  - Casting adjustment, repairs & replacements
  - Catch Basin & Manhole repairs/replacements (approximately 45 total)
  - Trench, sidewalk, and roadway repairs
  - Roadway Signs repaired/replaced.
  - Patched numerous potholes.
  - Crosswalk/Project Alex Crosswalk and Stop line painting (town wide)
  - Roadside mowing, spraying and brush removal (town wide)
  - Roadway sweeping (town wide)
  - Campbell St – Installed infiltration basin to resolve long standing puddling issue.
  - Dogwood Rd – Started plans to resolve groundwater issue in the neighborhood.
  - Maple St – Replaced collapsed culvert ahead of roadway reclamation.
  - Winthrop St – abandoned stone culvert and installed new drain line.

- Coffee St – Speed bump installed.
- Dug trenches to assist with several DPW/Town wide projects.
- Williams St – Drain line replacement (Catch Basin to Catch Basin)
- Ensured West St bridge project issues were resolved, new catch basin, drain line & manhole installed.
- Paved and inspected all water & sewer trenches to ensure compliance with Town standards.
- Handicap ramps installed.

### **Fleet Maintenance:**

Activities within the Fleet Maintenance group include service to those units assigned to the Police, Fire, Ambulance, Council on Aging and Department of Public Works. 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 always remains operational. 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 Fleet Maintenance Division are:

- Fleet Maintenance Supervisor
- Fleet Technician

The following are planned functions of the Fleet Maintenance Division:

Fleet Maintenance & Small Engine repair

Personnel Supervision

Planning / Scheduling

Certifications

Full Range of Skill Sets

### **Departments – Equipment Served:**

Town Administration - 10 vehicles

Public Services - 216 pieces; vehicles, and other equipment

Police - 29 pieces; vehicles, and other equipment

Fire - 24 pieces; vehicles, and other equipment

Council on Aging - 3 vehicles

Schools – 9 pieces; vehicles, and other equipment

In addition, Fleet Maintenance provides repair services for 11 emergency generators at various Town facilities, both permanent and transportable, and numerous gas and air powered tools.

***The following are substantial initiatives and projects performed during 2022 within the Fleet Maintenance Program:***

Over the past year, **560** work order entries were logged. Some samples of our entries are scheduled services, road calls, heating & cooling system repairs, changing tires, brake jobs, steering and suspension, welding, and fabrication.

**Vehicles and Equipment placed into service.**

- DPW- Ford F-350 (Unit 201); MFD- Ford Explorer (Car 3); MPD- (2) Chevy Tahoes (K-6 & K-7), HD FLHP (B-1)
- Jacobsen Wing Mower (Unit 356); Kubota Mower (Unit 357); Asphalt Hot Box
- Assorted plows, sanders, and landscaping attachments

**Major work**

- Inspect and repair all municipal emergency generators.
- Assisted in supplying temporary power for Town events.
- Revised graphics on DPW vehicles
- State Inspection of vehicles and equipment
- Perform snow contractor inspections.
- Coordinated with contractors on layout and equipment for new DPW Facility.
- Coordinated moving to new Facility.





### **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 treatment processes require daily manual monitoring by certified staff as well as with the Department's 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. Using 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 (6)

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

**Water Supply, Treatment and Distribution**

- Treatment
- Disinfection
- Corrosion Control
- Fluoride
- Sampling and Lab Analysis
- MASSDEP Reporting
- Regulations
- Disinfection Byproduct Rule
- Groundwater Rule
- Lead & Copper / Total Coliform Rules
- Consumer Confidence Report
- Annual Statistical Report
- Meter Reading and Repair
- SCADA
- Leak Detection Surveys
- Main Line and Service Pipe Repair
- Customer Service
- Valve Exercising
- Hydrant Flushing
- Hydrant Maintenance & Inspection
- Curb Box Location & Inspections
- Hydrant Painting Program
- Annual Maintenance of 4 Wells

***The following are substantial initiatives and projects performed during 2022 within the Water & Sewer Division:***

**Water Treatment:**

- Mass DEP Sampling – 500 + samples
- Daily Water Sampling, Testing & Maintenance
- Over 130 After hours Emergency Calls
- Disinfection – 3,000 Gallons Used for Water Treatment
- Corrosion Control – 1,500 Gallons Used to protect water distribution system piping
- Fluoride – 1,300 lbs. Used for Water Treatment
- SCADA –Software Upgrades
- SCADA Related Alarms
- 241 million Gallons of Water Pumped & Treated

**Water Distribution:**

- Manage Water Main Transmission Main on Village Street
- Cross Connection Control Program Inspections – 300+
- Storage Tank Inspections – (2) Monthly
- Zone I & Zone II Inspections – (2) Biannual
- Production Meter Test and Calibration
- Service Line Repairs, Connections & Inspections – 100+
- Customer Service Calls - 400+
- Water Main Break Repairs - 4
- Curb Stop Box Repairs – 14
- Water Quality Calls 2
- Meter Calls – 549
- Replaced- 3 Hydrants
- Hydrant Repairs – 5
- Water Main Valves Replaced – 3
- 1,500 + Dig-Safe Inspections
- Water Ban Calls
- Motor Vehicle Accident-Related Calls
- Updating GIS Mapping of System through the Asset Management Grant
- Pressure Tests –4
- Fire Flow Tests – 5

**Wastewater Collection System:**

- Connection Inspections – 24 +
- Lift Station Inspections – 75+
- 110 Sewer Manhole Risers and Covers Replaced
- Inflow & Infiltration Repairs – Contract Management
- NPDES – EPA Permit Appeal
- Annual Sub-System Inspections
- Sewer Line Jetting & Vacuuming
- Sewer Camera Inspections
- Sewer System inspections at Timber Crest
- Pump Station Operations & Maintenance
- Sewer Repairs & Inspections
- Inflow & Infiltration Surveys
- Charles River Pollution Control District Reporting



### **2022 ACCOMPLISHMENTS & INITIATIVES**

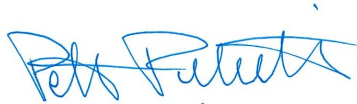
- Perform Enhanced Roadway and Sidewalk Improvement Plan - Completed Year 5
- Completed Brentwood area roadway paving from the water main project.
- Advanced Stormwater Inspection Program per our MS4 Permit
- Water Treatment Facility construction began.
- Oakland St Raw Water Transmission Main construction began.
- Design second well and pump house at Oakland well site
- Sewer Improvement Program- Inflow & Infiltration (I&I) investigation & removal
- Leak detection survey & increased water meter accuracy
- Work with Planning & Economic Development Committee on Revised Low Impact Development Regulations
- Completed essential repairs and improvements to town facilities (identified in Facilities Report)
- Complete Street/Parking Lot Code Assessments (Per MS4- Year 4 requirements)

### **2023 GOALS & INITIATIVES**

- West St sidewalk improvements
- Main St sidewalk improvements (Brentwood area)
- Continue to implement an asset management system for the water, sewer systems and add stormwater.
- Work on culvert asset management system
- Work on drainage improvements throughout Town
- Perform Hanlon Field Turf/Track Design
- Perform Irrigation Well study for athletic fields in Town.
- Training and research on Snow & Ice Operations; Management improvements
- Perform Enhanced Roadway and Sidewalk Improvement Plan – Year6
- Advance Stormwater Inspection Program as mandated in MS4 Permit
- Complete West St. Culvert repair / construction
- Continue construction of Drinking Water Treatment Facility
- Continue construction of Oakland Street Water Transmission Line

- Sewer Improvement Program – Continue to identify and remove Inflow & Infiltration (I&I)
- Perform annual unidirectional flushing program.
- Water distribution system leak detection survey (to identify any UAW)
- Expand GIS Mapping of Roads and Stormwater System
- Improve Inspections and Data Collection Using GIS
- Advance Water Integrity Planning & Implementation
- Submit Phosphorous Control Plan
- Green Infrastructure Assessment (Per MS4 Permit- Year 4 requirements)
- Continue 604b Grant Project
- Green Communities Energy Efficiency measures at Choate Park
- Food Waste Diversion Planning
- Work with other departments on updating Solid Waste Regulations
- Explore options on electric vehicles.

Respectfully Submitted,



Peter Pelletier, Director  
Department of Public Works

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

*A fundamental principle of Medway's Affordable Housing Trust and Affordable Housing Committee is that all people are deserving of housing, regardless of ability, age, ethnicity, gender, income, race, religious conviction, or self-identity. In this spirit, Trustees and Committee Members strive to fulfill the mission of securing the reality of "Housing for All". – Statement adopted February 2021*

2022 extended a very active period for affordable housing in Medway, marking significant realization of the efforts of the town's many affordable housing advocates. The Affordable Housing Committee (AHC) and the Affordable Housing Trust (AHT) continued their practice of meeting monthly in joint session, overseeing the activities of the town's Community Housing Coordinator and monitoring events affecting Medway's Subsidized Housing Inventory.

The Department of Housing & Community Development (DHCD) approved the Medway Housing Production Plan (HPP) effective August 4, 2022. The AHC and AHT worked together with consultant JM Goldson LLC, with thoughtful consideration of issues related to affordable community housing, to create this 5-year HPP with these primary goals:

1. Maintain Medway's affordable housing stock at over the state's 10 percent affordable housing goals.
2. Address local housing needs with a greater mix of housing types, particularly small apartments, accessible housing, and starter homes.
3. Distribute new housing options in strategic locations and through reuse opportunities to meet local housing need and to comply with the state's housing choice legislation.
4. Support residents in need to help them afford to remain in Medway.
5. Increase Medway's capacity to implement housing initiatives through enhanced local and regional coordination.

Medway's affordable housing stock continued to surpass the state-mandated 10% minimum necessary to ensure Medway can assert application of local Zoning Bylaws if challenged by a developer. Four major ventures contributing to the continuation of this protection until the 2030 census marked noteworthy milestones in 2022:

- *Glen Brook Way – Phase 1* completed, and 48 affordable rental units are fully occupied.
- *Glen Brook Way – Phase 2* was awarded state and additional local funding for the production of 44 affordable apartments for residents over 55 years of age with construction well underway.
- *39 Main Street* – Construction continued with a lottery held to fill the 40 affordable units out of the total 190 apartments; and
- *Timber Crest* – Held a lottery for the 37 affordable single-family homes, which will become available on a rolling basis as houses are completed.

Meanwhile, multi-unit permit applications continued under the town's inclusionary zoning bylaws, including either affordable units built among their project's market-rate homes or "in lieu" cash payments that are directed to the AHT for the future development of appropriate community housing.

Respectfully submitted: Judi LaPan, AHC Chair – Ann M. Sherry, AHT Chair

## 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 all the resource areas in the Town of Medway as prescribed by state and local laws.

### DESCRIPTION:

The Medway Conservation Commission (the “**Commission**”) is charged with protecting wetland resources located in the Town of Medway. Wetland resources play a critical role in preserving the Town’s water quantity and quality, providing flood storage and storm-water management, pollution prevention, supporting habitat for diverse plants and animals and providing recreational open space. The Commission carries out its charge by regulating construction activity and other altering projects in or near wetland resources as prescribed under the Massachusetts Wetlands Protection Act and its Regulations and the Medway General Bylaw Article XXI with its Regulations.

The Commission also manages approximately 251 acres of public conservation land and seven conservation restrictions. There is an additional 379 acres of land which is used for open space and recreation but does not have a permanent deed restriction.

The Commission is comprised of seven volunteer members, each of whom is appointed by the Town’s Select Board. 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 Agent also works on conservation land and open space management.

During 2022, the Commission:

- received and reviewed eleven 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 one Order of Resource Area Delineation.

- issued Orders of Conditions (i.e., specific conditions that help protect wetland resources) for twenty-seven proposed projects.
- initiated nine enforcement actions in connection with violations of state and local wetland laws.
- issued Certificates of Compliance for twenty projects; and
- granted two amendments to previously approved projects; this does not include minor amendments to plans granted without a hearing.

The Conservation Agent and the Compliance Coordinator, Stephanie Carlisle continue the work with the Charles River Watershed Association on the Charles River Flood Plain Modeling for climate change adaptation. The Town of Medway is now working with 20 communities and have completed Phase II, with application to be funded for Phase III. The completion of Phase II resulted in a design for Medway to provide additional stormwater storage within the flood plain for protection as precipitation rates increase.

As a result of Medway's work with the Charles River Climate Compact, Conservation partnered with the Compliance Coordinator on an additional project with Metropolitan Area Planning Council (MAPC) and Charles River Watershed Association (CRWA) for the development of a Strategic Plan for the Charles River Climate Compact which shall be used by all communities within the Charles River watershed. This strategic planning and the final product will be presented at the National Planning Conference in 2023.

The Conservation Commission continues to work with several dedicated staff in revising and further developing the existing Stormwater Bylaw Article XXVI and develop the Regulations for a product to be presented at Town Meeting in May 2023.

The Conservation Commission received an amended grant of \$89,000 for the development of an ADA compliant loop trail at Adam Street Meadow Areas. The project is currently being designed for construction and is proposed for construction in 2023.

In October, the Conservation staff begin working with a Consulting Firm for the development of the Baseline Documentation for 4 parcels under the care and custody of the Conservation Commission: Lovering Street Conservation Area, Idylbrook, Hopping Brook Conservation Area, and the Amphitheatre. The work will be finalized in the beginning of 2023.

The Conservation Commission has been diligently working on developing a Town Bylaw for the Preservation of Trees. The proposed Bylaw would protect the removal of trees within Zoning Setbacks on all parcels in Medway. The goal of this Bylaw is to provide protection of residents from the continued impacts from climate change, such as flood, storm and heat impacts as storms intensify and temperatures increase. As a benefit it provides screening between properties. This should be completed and submitted for May 2023 Town Meeting.

The Conservation Commission added an additional part time staff to its office, the position is titled Conservation Technician and this position assists the Agent with site visits and permitting.

The Commission continues, with minimal town funding and dedicated volunteers, to work with Open Space Committee to maintain the trails, open space and fields of Conservation controlled properties. The Commission expresses its deep appreciation for the efforts of all the volunteers and the Town of Medway DPW crew who are always willing to assist in managing the Town's open space under the direction of the Conservation Commission.

#### 2023 PROPOSED GOALS & INITIATIVES

- Develop new regulations and project to combat climate change.
- Complete additional Baseline Documentation Surveys for Open Space lands
- Work on Town wide invasive species removal program for Town lands
- Apply for and implement a Municipal Vulnerability Action Plan Grant for Phase III of the Flood Modeling
- Develop and execute a plan for maintenance of all stormwater structures in the Town of Medway
- Continue to carry out the Conservation Commission Bylaw and the Wetlands and Rivers Protection Acts
- Work to get the Town Land Use Regulations and Policies including a Tree Protection Bylaw approved at Town Meeting

Respectfully submitted,

David Travalini, Chair



## Report of the Medway Council on Aging

### Council on Aging Board

Mary Staples, Chair  
Veronica Clark, Vice Chair  
Charlene Tingley, Secretary

Pam Balabanis	William Caton
John Clark	Siri Krishna Khalsa
Ronald Lane	Judy Lane

Karen Henneberry	Rosemary Galante
Eileene Phillips	Ella Ryan
Bobbie Scherer	Barbara Vincent
Marjorie Sanford	

### Employees:

Courtney Riley, Director  
Marcia Lombardo, Outreach Worker and  
Kimberly Cookson, Outreach Worker  
Kathy Bullock, Crafts and Day Trips  
Judith Notturmo, Assistant Director  
/Transportation Director  
Joseph Luchette, Driver  
Deborah GrandPre, Driver  
Ronald GrandPre, Driver  
Barbara Vincent, Chef

### Medway Friends of Elders Inc.

Tim Pozsgai, President  
Catherine Perkins, Treasurer  
Anne Bradford, Secretary

The Medway Council on Aging (Senior Center), located at 76 Oakland St, is the department of town government empowered to assess the needs of and provide services to residents aged 50 and older. The mission of the Council is to advocate for improved quality of life for older adults through educational, social, and recreational activities. The Center also provides advocacy and assistance to Medway Elders and their families by helping them understand the complex issues associated with the aging process. Aging in place, transportation, property tax relief, medical coverage and fuel assistance are identified as primary concerns of our elders. This was the first full year back open since the Covid pandemic and was also one of the busiest on record with many new faces joining. The Center added more educational lectures as well as new exercise classes.

The Council on Aging would not be able to operate as it does without its tremendous number of dedicated volunteers who truly are invaluable. Our volunteers serve as receptionists, medical drivers, board members, program leaders, chefs, event directors and tax preparers. Numerous volunteers also contribute a large part to the success of the outreach to seniors in our Town.

The Council on Aging Outreach Department comprised of Marcia Lombardo and Kim Cookson had an extremely active year and worked with 280 clients. Their engagements ranged from evaluating elders' situations, explaining community programs and benefits, assisting with applications, aid elders in their search for services and act as an advocate for elder needs. Both Outreach workers remain certified Outreach Partners with the Department of Transitional Assistance's SNAP (Supplemental Nutrition Assistance Program) program. The Outreach

Department receives referrals from many different sources including family members, police and fire, the health department, health professionals, community agencies, hospitals, nursing homes and, of course, elders themselves. If you have any questions, please don't hesitate to reach out to this very knowledgeable department.

The Oakland Café was open to its complete schedule of having lunches on Tuesday and Thursday and Breakfast on Wednesdays. The lunches are preprepared by Barbara Vincent with help from volunteers Carlette Pitrowiski and Linnea Prefontaine. The Wednesday Breakfast is completed by the all-volunteer crew consisting of Joe Russo, Carl Citron, Mike Powers, Bill Scherer, and Tom Carson. These three meals are always well attended, and people are always happy to pay the \$4.00 for homecooked meals.

The Medway Center works with the Greater Attleboro Taunton Regional Transit Authority (GATRA) to provide transportation for Medway residents. Through this program the Center offers Dial-a-Ride Service for all elders in Medway, and shuttle rides to and from the Norfolk T-Station. The Dial-a-Ride services is offered Monday-Thursday and bring the elders to medical appointments, activities at the Center, hair appointments, banks, post office and the library. This year the Dial a ride totaled 1,200 passengers and the trip total for the Norfolk Shuttle was 1,050.

Jean Roy, a certified health insurance volunteer from SHINE continued to work tirelessly remotely to make sure the needs were met for all regarding health insurance issues. The goal at the Medway Center is to empower our seniors, as well as others, with the latest information and help to select the plan that best suits their needs and budgets. We help our clients with all facets of Medicare and Medicaid. The proof of the success of the program can be measured by the fact that many new clients we see each year have been referred by others who have used the program. From January 1, 2022, through December 31, 2022, Jean Roy assisted 200 clients with their Health Insurance needs.

The Medway Council on Aging Board and the Senior Center would like to thank the Board of Selectmen and the citizens of Medway for their support. It's their continued interest and support that help the Center to meet so many needs of elder adults in our community. Please feel free to stop by or call the Center (508-533-3210) if you have any comments or suggestions on how we could continue to improve the quality of life for our seniors.

Respectfully submitted,

Courtney Riley

## **Report of the Design Review Committee**

I am pleased to report that the Design Review Committee (DRC) reviewed nine sign proposals this year, many of which incorporated our recommended changes and produced very well-designed signs.

- Façade signage review - Medway Police Station, 315 Village Street
- Sign design review - Medway Community Farm, 50 Winthrop Street,
- Master signage plan - Milford Regional Medical Center, 68A Main Street
- Wayfinding signs for The Hathon, apartment complex at 39 Main Street
- Sign design review - Happy Hatter, 98 Main Street
- Sign design review – Port House Tax Advisors, 166 Village
- Sign design review - Walgreens and Village Medical, 68 Main Street
- Sign design review - Medway Nutrition, 113 Main Street
- Sign design review - Seven Bodywork, 166 Village Street

The DRC reviewed eleven site plans this year which generally included several meetings during the informal, pre-application phase of site planning. We provided review letters to the Planning and Economic Development Board and the Zoning Board of Appeals as requested and participated in the public hearings where applicable.

- Site plan review – Harmony Village multi-family housing development, 218 Main Street
- Site plan modifications - Medway DPW Water Treatment Facility, 19 Populatic Street
- Site plan review - multi-family housing development, 288 Village Street
- Site plan review - Milford Regional Hospital, 68A Main Street
- Architectural changes for cottages at The Willows, Salmon Health, Village Street
- Site plan review - Sanderson View multi-family housing development, 16 Holliston Street
- Site plan review - multi-family housing development, 21 High Street
- Site plan review - Phytopia, 6 Industrial Park Road
- Site plan review - The Master's Touch, 85 Main Street
- Site plan review - Modification for CommCan, 2 Marc Road
- Site plan review - Reuse of McDonald's Building, 69 Main Street (Medway Commons)

We have retained DRC members Matthew Buckley, Janine Clifford, Jess Chabot, and Tom Gay. Tom serves as the representative of the Planning and Economic Development Board. The DRC bid farewell to Rachel Walsh after 16 years of service as well as members Dan Connolly and Alex Siekierski. We thank them for their efforts and commitment. The DRC was pleased to welcome two new members, Jamie Ahlstedt and Susan Alessandri. The DRC continues to seek a member representing the Medway Business Council.

Looking forward to 2023, the DRC intends to:

- Return to the process of working with the Planning and Economic Development Board to reviewing and update the current sign bylaw so its provisions align more closely with the Medway *Design Review Guidelines* and effectively serve the community.
- Work to update the *Design Review Guidelines* to specifically address multi-family housing.
- Provide more updated information through the Committee's page on the Town's website.
- Continue providing design review of all signage applications to ensure they align with the *Design Review Guidelines*.
- Continue reviewing site plan and special permit applications to ensure that development projects align with the *Design Review Guidelines*.

The mission of the Design Review Committee (DRC) is to serve the people of Medway in a capacity that openly, creatively, and appropriately reviews site, building and sign design for private and public development. The DRC is tasked with serving as an advocate for the preservation and enhancement of Medway's natural, scenic, and aesthetic qualities to achieve the pleasing composition of places within the context of the Medway Master Plan. The DRC works with the broad intention of maintaining and/or improving the quality of life, value of property, and viability of commerce using thoughtful and community-appropriate design practices as represented by the Medway *Design Review Guidelines*.

The DRC's commitment is to assist in shaping what can be the very best built environment for Medway. Each member is motivated to employ their skills in all related aspects of the town both private and public. We continue to reach out and be available to each Town board, committee, and department to involve the DRC to utilize our specific skill sets. The DRC attempts to encourage design that is attractive, inviting, harmonious with its surroundings, and enhances the visual experience of the community. I believe we have had a very busy and successful year in 2022.

Respectfully submitted,

A handwritten signature in black ink, reading "Matthew J. Buckley". The signature is written in a cursive, flowing style.

Matthew Buckley, Chair

## Report of the Medway Redevelopment Authority - 2022

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 are elected, and the fifth member is appointed by the Governor. The members are as follows: Andy Rodenhiser, Chair (term expires 2026); Paul Yorkis, State-appointed Member and Vice-Chair, (2024); Douglas Downing, Treasurer (2024); Michael Griffin, (2023); and Rori Stumpf, Member (2027).

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 for the MRA is on the Oak Grove area, comprised of the “Bottle Cap lots” as well as a portion of the adjoining “Medway 495 Business Park”, which is bordered by Milford Street to the North, Milford town line to the West, Alder Street to the South and West Street to the East. The Bottle Cap lots derive their name from a 1920’s marketing promotion by Clicquot Club, which awarded small parcels to customers with winning bottle cap lots. There were originally approximately 1,022 Bottle Cap lots with an average size of approximately 1,600 square feet and dimensions of approximately 80 feet by 20 feet. The ownership of many of the lots has been consolidated over the years, but the configuration of many small, irregularly shaped lots with multiple owners remains a significant obstacle to redevelopment of the area.

During 2016, the MRA worked with BSC Group in the development of an Urban Renewal Plan for the Oak Grove area. A vision for the area was developed early in the planning process, which reads as follows:

*As a gateway to Medway, the Oak Grove Area shall have a strong identity and image while sustaining Medway’s high quality of life for residents and businesses. The development shall encourage a diverse mix of uses, including the potential for housing, business, industry and open space, in order to generate sustainable commercial and industrial employment opportunities, provide business opportunities for economic development, and deliver a net increase to Medway’s tax base. The Oak Grove Area shall leverage its access to the regional highway network and nearby regional development in a manner that supports balanced and sustainable development with consideration to minimizing environmental and social impacts.*

The Urban Renewal Plan was approved by the MRA, the Board of Selectmen, the Planning and Economic Development Board, and the Commonwealth’s Department of Housing and Community Development in 2017. The MRA is now proceeding to implement the Plan and will

continue its outreach to the property owners in the Urban Renewal area. The Redevelopment Authority appointed the Oak Grove Zoning Task Force, which worked with a consultant, Ted Brovitz, to prepare a new zoning district for the Oak Grove Urban Renewal Area to accomplish the vision of the Plan. The new Oak Grove Park Zoning was adopted by the November 18, 2019 Town Meeting.

At the Fall Town Meeting 2017, the Town appropriated \$74,400.00 to the Redevelopment Authority for funding initial land acquisition costs, including legal and technical costs, for the purpose of implementing a redevelopment and/or Urban Renewal Plan. At Town Meetings in March and May of 2019, the Town appropriated a total of \$2,400,000.00 (by borrowing) to fund land acquisition in the Oak Grove Urban Renewal Area, and an additional \$1,100,000 was appropriated in 2021. The Redevelopment Authority has purchased the following parcels of land in the Oak Grove Urban Renewal Area: (1) 2.815 acre parcel of vacant land at 15 Trotter Drive for \$550,000.00 in 2019; (2) 16 Alder Street in 2020 for \$250,000.00, and (3) 4 parcels of land from New England Power Co. in 2021 for \$125,000.00. The Redevelopment Authority expended funds in 2022 for the purposes of hiring appraisers, insurance, and legal fees. It received a \$100,000 grant from MassDevelopment in 2022 under the Site Readiness Program for expenses related to site acquisition, such appraisals, titles, environmental assessments and other due diligence.

The following is a report of the Redevelopment Authority's finances for calendar year 2022:

<b>URBAN RENEWAL EXPENSES ACCOUNT</b>	
Appropriated 2017	\$ 74,400.00
Previous expenditures	\$ 61,857.00
CY 2022 spent	\$ 2,796.00
<b>Remaining</b>	<b>\$ 9,747.00</b>

<b>MASSDEVELOPMENT GRANT</b>	
Granted 2022	\$ 100,000.00
Previous expenditures	\$ 0
CY 2022 spent	\$ 21,500.00
<b>Remaining</b>	<b>\$ 78,500.00</b>

<b>URBAN RENEWAL CAPITAL ACCOUNT</b>	
Appropriated 2019	\$ 2,400,000.00
Appropriated 2021	\$ 1,100,000.00
Previous expenditures	\$ 969,663
CY 2022 spent	\$ 0
<b>Remaining</b>	<b>\$ 2,530,337.00</b>

Respectfully submitted,

Andy Rodenhiser, Chair

## **Report of the Medway Planning and Economic Development Board**

The mission of the Medway Planning and Economic Development Board (the Board) is to develop policies, planning initiatives, and zoning regulations to guide the future development of Medway in ways that are consistent with the vision and values included in the Medway Master Plan. 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 and natural resources while also working to facilitate economic development and investment in Medway to achieve a well-balanced community and tax base. The Board continued its efforts to strengthen communication and promote expanded collaboration with other Town boards, committees, and departments. The Board is represented by one of its members on the Town's Community Preservation Committee, Design Review Committee, Economic Development Committee, and Master Plan Committee. The Board's webpage includes a wealth of information regarding the Board and the Town, which you can find at: <https://www.townofmedway.org/planning-economic-development-board>

In addition, State law authorizes municipal planning boards to review and approve subdivisions, recommend street acceptance to Town Meeting, issue special permits, prepare and recommend amendments to the *Zoning Bylaw* and *Zoning Map*, 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), mixed use developments in the Central Business zoning district, and multi-family developments in Medway's Multi-Family Overlay District. The *Zoning Bylaw* also authorizes the Board to review and act on all applications for site plan approval.

**BOARD COMPOSITION** – The Board is comprised of five elected members and an Associate Member who is appointed jointly by the Select Board and the Planning and Economic Development Board. At the May 2022 election, Medway voters re-elected Matthew Hayes and Richard Di Iulio to the Board and elected Sarah Raposa, who had been appointed in January of 2022 to fill a vacancy caused by the resignation of Andy Rodenhiser. Continuing members were Bob Tucker whose term concludes in May 2023 and Jessica Chabot whose term concludes in May 2024. Following the 2022 general election, the Board selected its officers for the next 12 months. The Board re-elected Matthew Hayes as chair, Bob Tucker as vice-chair, and Rich Di Iulio as Clerk. Tom Gay was reappointed by the Board and Select Board to serve as the Board's Associate Member for another year. In September, Richard Di Iulio resigned from the Board after 7 years of dedicated service, and Sarah Raposa was elected as clerk.

**MEETINGS** - The Planning and Economic Development Board meets regularly on the second and fourth Tuesday of each month at 7 p.m. During 2022, the Board met both in person in Sanford Hall at Medway Town Hall and remotely via Zoom. Additional Board meetings are scheduled when necessary. During 2022, the Board held 33 regular and special meetings.

**2022 ACCOMPLISHMENTS** – The Board's key accomplishments during 2022 included:



- Proposed and secured approval by Town Meeting (May and November 2022) of various amendments to the *Medway Zoning Bylaw*. Of note was the adoption of new regulations to address battery energy storage systems.
- Concluded a 20-month master plan update process with the adoption of a new Medway Master Plan as it reflects broad community engagement and guidance for the Town's future planning and land use initiatives.
- Reviewed and approved site plans for a Milford Regional Hospital medical facility to be constructed at 68A Main Street; redevelopment of 6 Industrial Park Road for Phytopia for a marijuana cultivation facility; Bright Path Child Care at Medway Commons; the Town of Medway Department of Public Works for a water treatment facility at 19 Populatic Street; and a site plan modification to expand CommCan at 2 Marc Road.
- Approved proposed multi-family developments at 6 Cutler Street and 288 Village Street.
- Concluded a study process regarding battery energy storage systems (BESS).
- Completed the street acceptance process for Newton Lane

**SUBDIVISIONS** – The following list summarizes residential subdivision activity during 2022.

**Hartney Acres Subdivision** (Newton Lane) – 8 lot subdivision east of Nobscott Road. Worked with the developer on documentation for project completion and street acceptance. Newton Lane was accepted as a Town street at the November 2022 town meeting.

**Choate Trail Subdivision** (Copper Drive) – The Board approved this subdivision in May 2020. It is a 4 lot, permanent private way subdivision off of Highland Street. Infrastructure construction continued during 2022.

**Boundary Lane** – The Board approved this subdivision in July 2022. It is a 3 lot, permanent private way subdivision off of 67R and 69 Summer Street. Infrastructure construction is expected to begin in the spring of 2023.

During 2022, the Board reviewed one application for a **Subdivision Approval Not Required (ANR) Plan**. ANR plans usually show a land split or a rearrangement of property boundary lines without the construction of any new roadways. The Board endorsed one ANR plan during 2022 for 14 Franklin Street.

**ADULT RETIREMENT COMMUNITY PLANNED UNIT DEVELOPMENT (ARCPUD) -**

Salmon Health and Retirement (Village Street) - In March 2016, the Board approved an adult retirement community special permit for Continuing Care Management, LLC of Westborough, MA to develop an age-restricted, active adult/senior residential living community on a 56.9-acre site located at 259, 261, 261R and 263 Village Street. Known as The Willows at Medway and Whitney Place, the development includes 225 senior living residences with 54 cottage style independent living homes, a main building with 15 cottage style independent living homes, 40 memory care apartments, 60 assisted living apartments, and 56 independent living apartments; a community center/pavilion; and a medical office building. Site access and egress will be from Village Street.

Construction of the site infrastructure and main campus building began in February 2019. During 2021, the primary campus building opened, and residents are enjoying Medway's newest senior housing option.



**The Willows Senior Living Community – Main Building**

During 2022, construction began on the first phase of the for-sale, cottage portion of the development on Waterside Run in partnership with Black Brook Realty of Holliston, MA.



**Willowside at Medway**

***SITE PLANS*** - During 2022, the Board was involved in a series of site plan reviews.

***Medway Department of Public Works Water Treatment Building (19 Populatic Street)*** – In March 2022, the Board approved a major site plan to construct a municipal water treatment facility at 19 Populatic Street. This entails construction of a 15,640 sq. ft. building to include operations and office space for the Town’s DPW water personnel, a water treatment area, and garage space with capacity for up to 8 Town vehicles. Construction is underway.



*Rendered drawing of planned new Medway DPW Water Treatment Facility – 19 Populatic Street*

***Medway Place Shopping Plaza (114 Main Street)*** – In November 2021, the Board approved a major site plan with a series of conditions for a variety of site improvements at the Medway Place shopping center at 98, 108 and 114 Main Street. Medway Realty appealed that site plan decision

to the Massachusetts Land Court in December 2021. The appeal process continued through 2022 and is still pending.

***Milford Regional Hospital Medical Facility (86 Holliston Street/68A Main Street)*** – In September 2022, the Board approved a major site plan and granted a groundwater protection special permit, a parking location special permit, and a building type special permit for the development of a medical building for Milford Regional Hospital Medical Center, to be located on a 2.2-acre portion of the 8+ acre parcel known as 86 Holliston Street. The project includes construction of a one-story, 21,900 sq. ft. medical building for the Milford Regional Medical Center to be accessed from the existing curb cut on Main Street for Walgreens. Construction will begin in the spring of 2023.



*South facing elevation – Milford Regional Hospital medical facility.*

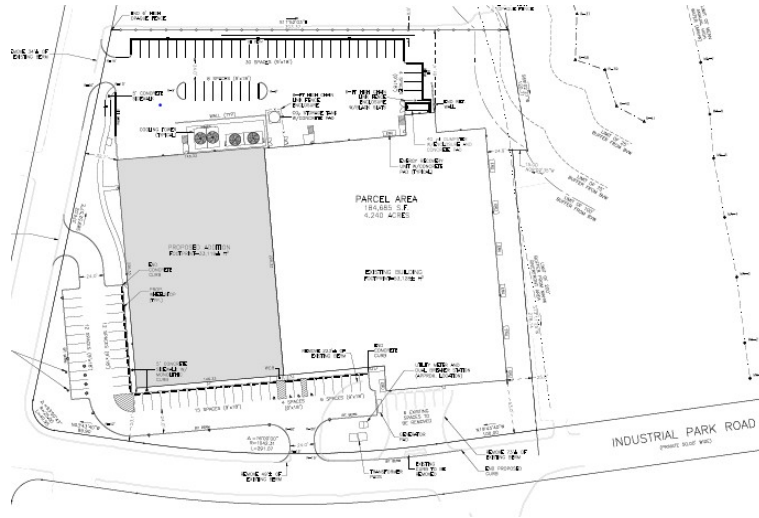
***Bright Path Child Care (Medway Commons)***

In July 2022, the Board approved a minor site plan to modify a section of the existing parking lot at the southwestern end of Medway Commons to accommodate construction of an approximately 14,200 sq. ft. outdoor play area for the new 12,700 square foot Bright Path Child Care Center. Planned construction includes removal of pavement from 33 parking spaces, along with sidewalk and curbing areas, to be replaced with installation of various play area surface materials, fencing, landscaping, and play space equipment and amenities to be directly accessed from the new childcare center. Construction began during the summer and fall of 2022. Occupancy is expected in spring 2023.

***MARIJUANA FACILITIES***

***Phytopia (6 Industrial Park Road)*** – In November 2021, the Board issued marijuana special use permits to Phytopia, Inc. to operate a marijuana cultivation and processing facility at 6 Industrial Park Road. Phytopia plans to use the existing 53,128 sq. ft. industrial manufacturing building and construct a 66,238 sq. ft., 2-story addition to the existing building for the cultivation, manufacturing, processing, and packaging of marijuana and the delivery of such products off site to retail marijuana establishments in other communities.

During 2022, Phytopia continued to work with the Board on the associated applications for site plan approval, groundwater protection special permit, and reduced parking special permit which the Board approved in September. Construction is expected to commence during 2023.

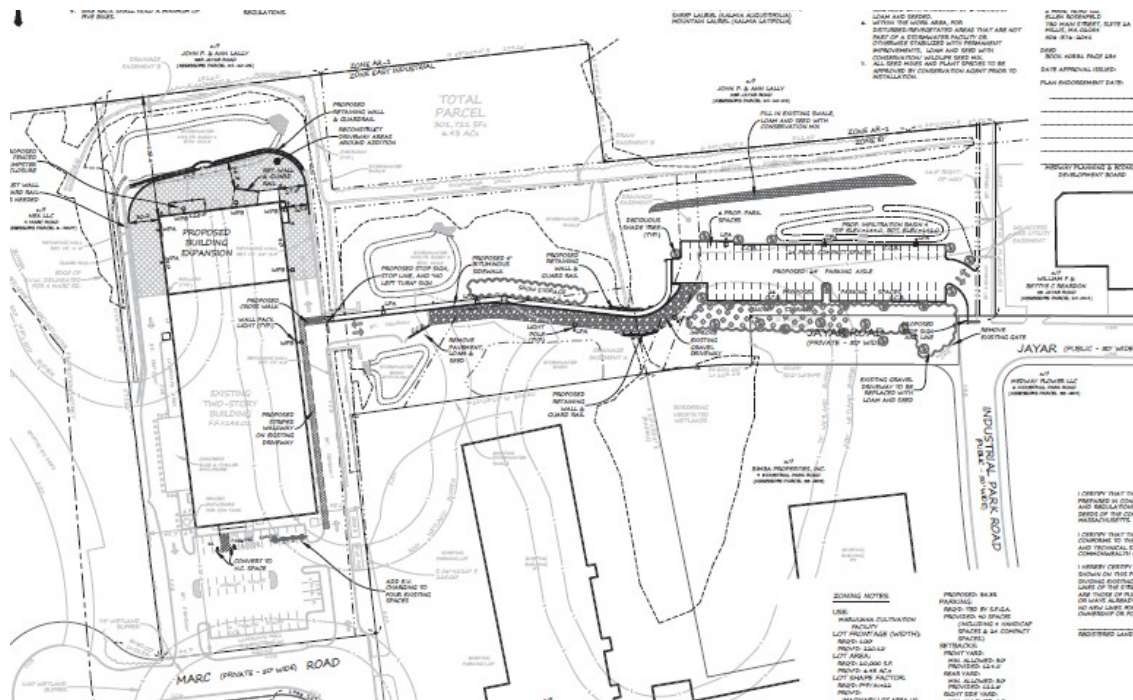


*Phytopia Site Plan – 6 Industrial Park Road*

**NeoOrganics (4 Marc Road)** – In January 2020, the Board approved a special permit to establish a recreational marijuana cultivation and processing facility in the existing 29,718 sq. ft. industrial building at 4 Marc Road. The approved scope of work includes interior renovations of the existing building to accommodate the new use, and construction of a 3,000 sq. ft. outside concrete mechanical pad to house HVAC and odor control equipment. Site and interior construction have been ongoing. Project completion and opening are expected during the spring of 2023.

**2 Marc Road CommCan – Site Plan Modification** - In November 2022, the Board approved a modification to the previously approved site plan and marijuana special permits for the expansion of the marijuana cultivation, manufacturing, and processing business (CommCan) currently operating at 2 Marc Road. The plan calls for construction of a two-story, 20,000 sq. ft. addition (10,000 sq. ft. footprint) and loading dock at the rear of the existing marijuana cultivation and processing facility to be used for the processing of products, a beverage canning operation, and storage. The plan also includes constructing a 56-vehicle parking area in the previously disturbed easterly portion of the site with a gravel connecting driveway to the existing access driveway from Marc Road and a paved connecting driveway to the end of Industrial Park Road. The site work includes stormwater management facilities and other site amenities. Construction is expected to commence in the spring of 2023.





2 Marc Road Site Plan Modification

## MULTIFAMILY HOUSING

**Evergreen Village (22 Evergreen Street)** – In April 2020, the Board approved a 6 unit, private way townhouse condominium development at 22 Evergreen Street in the Agricultural/Residential II zoning district. One affordable dwelling unit is included. Project completion is expected in mid-2023.

**Cutler Place (6 Cutler Street)** - In February 2022, the Board approved a multi-family special permit, major site plan, and a land disturbance permit for a 5-unit multi-family, condominium development at 6 Cutler Street. The development entails renovation of the existing 4,800 sq. ft. vintage building into three residential dwelling units and construction of a 3,000 sq. ft. addition for two residential dwelling units with 13 off-street parking spaces. Access and egress will be from a single curb cut from Cutler Street. Stormwater will be managed by means of a rain garden retention system to be constructed at the front of the property to mitigate and treat runoff from the building and parking lot. Project completion is expected in 2023.



*Cutler Place Site – 6 Cutler Street*

**William Wallace Village (274 Village Street)** – In January 2020, the Board approved a special permit and site plan to develop a 12-unit residential condominium community at 274 Village Street. Site and building construction proceeded during 2022 and project completion is expected by mid-2023.

**Harmony Village (218 Main Street)** – In January 2021, the Board approved a 6 unit, multi-family, condominium development at 218 Main Street. Site and building construction continued during 2022. The Board issued a Certificate of Completion in December 2022.



*Rendered drawing of 4 unit building at Harmony Village*

**288 Village Street** – In July 2022, the Board approved a 3-unit, multi-family development to be constructed at 288 Village Street. The project includes construction of one 3-family, townhouse style building. Site improvements include a 16' driveway, parking, utilities, grading, landscaping, and stormwater management facilities. Access to the development will be from Village Street in

the location where the current driveway is located. A total of 9 off-street parking spaces will be provided at the rear of the site. Construction proceeded at a quick pace during 2022 and occupancy is expected in mid-2023.

**PLANNING AND ECONOMIC DEVELOPMENT PERSONNEL** - Medway's planning office is staffed by Susy Affleck-Childs, the Town's full time Planning and Economic Development Coordinator. During 2022, administrative support was provided by Anna Rice, Administrative Assistant for the Community and Economic Development Department. Amy Sutherland continues to serve capably as the Board's recording secretary to prepare minutes of Board meetings. The Board is also guided by Barbara Saint Andre, Medway's Director of Community and Economic Development. Her assistance and experience are greatly appreciated.

Tetra Tech, based in Westborough, serves as the Board's "on call" engineering consultant. The Board was capably assisted during 2022 by professional engineers Steve Bouley and other specialized Tetra Tech staff with expertise in traffic engineering and stormwater management. Tetra Tech prepares technical engineering reviews for all development projects with permit applications 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 KP Law for their advice and assistance as it crafts creative zoning initiatives and manages the legal details of subdivisions, special permits, performance security, and street acceptance. We appreciate their diligence and care on Medway's behalf.

We value the staff and consultants with whom we work for their steadfast service to the Planning and Economic Development Board and office. Together, we have established a great team.

We do note the pending retirement of Susy Affleck-Childs in April 2023 after working for Medway for 23 years, her contributions have been of immeasurable assistance to the Board, and we wish her a long, healthy, happy, and fulfilling retirement.

**2023 PRIORITIES** - As we look to 2023, the Board and staff foresees the following priorities:

- Continue to refine the *Medway Zoning Bylaw and Map* by proposing needed amendments.
- Continue to monitor site infrastructure construction at the Willows senior living community being developed by Salmon Health and Retirement off of Village Street, Choate Trail subdivision off of Highland Street, Evergreen Village multi-family off of Evergreen Street, William Wallace Village multi-family off of Village Street, 20 Broad Street multi-family, and Cutler Place multi-family development. Also, 2 Marc Road expansion, Milford Hospital medical facility, and other developments.
- Support the work of the Master Plan Committee for action by the Select Board to establish a Master Plan Implementation Committee during 2023.



- Review and act on forthcoming applications for several development proposals
- Work to complete the street acceptance and bond release process for at least one longstanding subdivision.
- Work with the Conservation Commission and its staff on a Tree Protection bylaw for future Town Meeting consideration
- Continue to work with Community and Economic Development and Public Works departments to both refine and implement the Town's Stormwater Management and Land Disturbance Bylaw and to establish corresponding *Rules and Regulations*.
- Update the Board's *Site Plan Rules and Regulations*.

**CLOSING COMMENTS** – This Board believes Medway continues to have several key development opportunities that will invigorate and enrich the community for future generations of Medway's residents.

We believe that good results come from good planning. With that philosophy, we hope that the community will continue to support us as elected officials and embrace the fundamental soundness of good planning and engineering practices. With each passing year, the build-out of Medway's undeveloped land continues. It becomes even more imperative that Medway be vigilant in its efforts to grow smartly. This is how we endeavor to serve.

The Board 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. 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.

I would like to recognize the dedicated work of the allied land-use committees with whom we collaborate – the Master Plan Committee, Design Review Committee, Open Space Committee, Economic Development Committee, Affordable Housing Committee and Trust, Zoning Board of Appeals, and the Medway Redevelopment Authority.

It has been my privilege and pleasure to serve Medway during 2022 with my fellow Board members Tom Gay, Bob Tucker, Rich Di Iulio, Jess Chabot, and Sarah Raposa. I admire their dedication and thank them for providing their time, talents, and thoughtful perspectives.

On behalf of the entire Board, I want to thank the citizens of Medway for electing us to guide the future growth and development of our wonderful community. We value that trust and will endeavor to do our very best to continue to earn it in the years ahead.

Respectfully submitted,

Matthew J. Hayes, Chair

## **Report of the Historical Commission**

The Historical Commission regularly meets on the fourth Wednesday of each month at 7:00 p.m. at the Senior Center. Meetings are public, and all are welcome. The Commission did not meet in February or November. Personnel on December 31: Co-Chair-Jeanne Johnson; Co-Chair-Cher Hamilton; Vice-Chair-Paul Russell; Treasurer and Community Preservation Committee (CPC) Representative-Eugene Liscombe; Rich Eustis, member; Isabel Nulter, member; Annmarie Fontecchio, member. Town liaison is Ms. Barbara Saint Andre, Director of Community and Economic Development

### ***Notices of Intent to Demolish Historic Houses***

A notice of intent to demolish the house at **37 West Street** (*April 2022*) was received. Attorneys for the current owner and the Town of Medway concurred that demolition of this house was covered in a comprehensive site permit and the Historical Commission had no jurisdiction.

### ***Evergreen Cemetery and Oakland Cemetery***

Plans are underway for the repair and restoration of old tombstones at both cemeteries in 2023, which will comprise Phase Three of this long-term project. Work is coordinated with trustees and owners of the cemeteries, and Mr. Russell is our liaison with all parties.

### ***Plaques/Signs for Historic Buildings and Sites***

This is an ongoing project to identify and give historical information about certain sites. Signs will include photos and/or sketches as well as descriptions of the sites, and we will focus on two places at a time. Owners of historic homes may order their own house plaques through the Medway Historical Society if desired.

### ***Historic Photographs on traffic signal boxes on Main Street***

Originally begun by Mr. Russell, some years ago, work on this project to feature photos of historic Medway on certain traffic signal boxes along Main Street continued in 2022. Work included meetings with the Select Board and our member Mr. Eustis meeting with members of the Design Review Committee, which will feature artistic work on certain signal boxes. Selection of historic photos was accomplished at special meetings on August 24 and October 19 at Sanford Hall, which were broadcast to the public through our local cable access network.

### ***Building Demolition Bylaw, Article XVII (Revisions)***

The Annual Town Meeting approved revisions to this bylaw which will help preserve historic structures which are determined by this Commission, after a public hearing, to be preferably preserved rather than demolished. The revision provides that no demolition permit may be issued until:

- a. at least 24 months after determination for buildings over 200 years old (there are 102 such buildings still standing in 2022).
- b. at least 18 months after determination for buildings between 150 and 200 years old (there are 88 such buildings standing in 2022).
- c. at least 12 months after determination for buildings between 75 and 150 years old.

The Historical Commission may require that an owner provide a professional engineering report to substantiate the need for demolition in these cases. Since Medway has no property-maintenance regulations, “demolition by neglect” is problematic and should be coordinated with the building commissioner.

The Fall Town Meeting approved a revision to this bylaw which substitutes the word “structure” for the word “building” throughout the bylaw. This is to include protection for historic structures in Medway such as dams and bridges.

### ***Native American & Indigenous Peoples National Heritage Commemoration Day***

The Select Board requested that we appoint one of our members to this new steering committee, and Cher Hamilton volunteered. Thank you, Cher.

### ***Digitizing The History of Medway, Mass. 1713-1885 By Rev. E. O. Jameson***

Commission members voted to approve this project proposed by a local businessman and were disappointed when he was unable to move forward with it. Perhaps it can be completed in the future.

### ***Other Projects and concerns***

#### **Local Historic District**

We are still considering the formation of a Local Historic District comprised of houses built in the 1700’s and 1800’s which are not necessarily near each other. Such districts are governed by state guidelines, and homeowners would need to help to accomplish this.

#### **Digitizing Photographs from Historical Commission files in Town Hall basement**

This is an ongoing project for photographer Tim Rice.

#### **Multi-family overlay district; Zoning changes**

We continue to monitor proposed building projects and zoning changes which might affect the historical character of Medway’s National Historic Districts (Rabbit Hill and Medway Village).

We appreciate being notified when modifications are planned for historic buildings even if they are not in a historic district. We thank residents who have done this.

#### **Facebook Page (Medway, Massachusetts Historical Commission)**

We continue to contribute to and monitor our page and invite everyone to join the page.

Participants need not be Historical Commission members to contribute information and photos that would contribute to Medway’s history. There are currently 267 members.

#### **Future Consideration**

- Evergreen Cemetery—signs; repair tombstones.
- Oakland Cemetery—tombstone repairs; begin process for nomination to Historic Register.
- Having the portrait of Sanford cleaned (currently displayed at Town Hall).
- Partial excavation of Garnsey House foundation if Mass Historical sanctions this.

- Compiling a booklet of historic parts of Evergreen Cemetery.
- Creating a book of photos from Medway's collection of about 150 glass images, which Mr. Russell has digitized, giving more people the opportunity to see them.
- Arranging for the preservation of more historic town records.

We thank all members of the Historical Commission for their service to the Town on this Commission, including Morgan Harris and McKenzie Ward, who left in 2022.

Respectfully submitted,

Jeanne Johnson, Co-Chair  
Cher Hamilton, Co-Chair

### **Report of the Board of Library Trustees and the Library Director**

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.

For the sixth year, the library offered a free Summer Lunch Program, funded entirely by donations, for all children and their parents or caregivers. The very successful Summer Lunch Program is offered three times a week. The library served 887 lunches in 2022. We are very grateful to all the organizations, businesses, Friends of the Library, and individuals who donated, and to the many volunteers who picked up or served lunches.

The Library's Makerspace celebrated its sixth anniversary in June 2022. A Makerspace is a communal area for people of all ages to get together to make things and to learn new skills. The Makerspace equipment, much of which was donated by Medway Cable Access, includes a 3D printer, Mac and Windows computers, computer-aided design software, video and audio editing software, VHS to DVD and 8mm and Super 8 converters, scanners for converting photographs, slides and negatives to digital format, a poster printer, a vinyl/paper cutter, a laminator, and a CD/DVD buffer. The addition of a CNC machine is in progress. The Friends of the Medway Library provide funding for supplies. Local businesses have donated new computers. Medway Cable Access offered regular drop-in assistance, and patrons used the Makerspace for robotics, coding, crafting, converting VHS tapes and 8mm film to other formats, laminating, printing posters, sewing, painting, and creating items with the 3D printer.

Thanks to our Library certification, Medway residents enjoy borrowing privileges for over 5.7 million physical and digital items, in person and through interlibrary loan. Physical 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 4,510 registered borrowers. We host a diverse mix of Library-sponsored programs, Scout troops, other community groups and classes, art shows, and meetings of town boards. Total attendance at live and virtual programs held by the library was 3,232.

The library's collection contains 170,924 items, including:

- Books & magazines
- Audio books
- Music CDs
- DVDs
- E-Books
- Downloadable video, audiobooks and music
- Museum, park, and winter skating rink passes
- Overhead projector
- Slide projector
- Movie screen
- Chairs
- Webcam
- Ruby 7 HD Handheld Video Magnifier
- Optolec Clearview Low Vision Reader
- Chromebooks
- Telescope
- Game Consoles
- Hotspots

Striving to keep our collection current and to meet our community's needs, the library added 4,131 items, not including eBooks, to the collection during fiscal 2022. Our museum, park, and ice-skating passes are funded with donations from the Friends of the Medway Library and can be reserved online for pickup at the library.

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, newspapers, and magazines provided by the Minuteman Library Network and the Medway Library. Our electronic resources continue to grow in popularity. In FY22, use of electronic collections and circulation of e-books, digital audiobooks, magazines, and videos reached 29,638.

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
- Career preparation resources
- Genealogical resources
- Language learning resources
- Newspapers & magazines

The library's strong technology infrastructure gives patrons access to the catalog, interlibrary loan, office software products, and databases, and connects them with other people around the world. The library catalog interface and the app provided by Minuteman offer patrons an easy way to find and reserve items, renew checked-out items, 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 25 public Internet access computers, in addition to the printers, computers and other equipment in the Makerspace. Wireless technology extends services to users equipped with their own laptops and other digital devices. Hotspots extend wireless access to patrons who do not have internet access at home or who are traveling. 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, and for presentations during programs and business and municipal meetings.

The library worked with the Department of Public Works to arrange for replacement of sprinkler pipes and countertops. The front parking lot was reconfigured to allow for additional parking.

Volunteers spent over 2,300 hours during Fiscal Year 2022, helping with a wide variety of tasks including the summer lunch program, science programs, and beautifying the library grounds. That service would have cost \$34,500 if paid for at \$15.00 per hour. In addition, approximately 20 senior tax relief program participants worked at the library.

We are working with the schools to promote literacy and provide resources to students, including offering a Summer Reading Program. In 2022, 198 children and young adults participated in this program.

We offered a variety of virtual and in-person programs during 2022, some in cooperation with other libraries and some (indicated by asterisks) supported in part by a grant from the Medway Cultural Council, a local agency which is supported by the Massachusetts Cultural Council, a state agency.

- Baby & Toddler Story and Songs
- Story hour for ages 10 months – 5 years
- Story Hour at Farmers' Market
- Oakland Park Story Walk
- 1000 Books Before Kindergarten
- \*Elijah T. Grasshopper @ Choate (with Parks & Rec)
- "Paws to Read" program, which gives children the opportunity to read to a trained therapy dog
- Dinovember (Dinosaur activities)

- Halloween Book Giveaway
- Summer Lunch & Fun
- Creative Art Club
- Creative Lettering Club
- Creative Tinkerlab
- Among Us Gaming Club
- Pom Pom creatures in the Makerspace
- \*Diane Edgecomb @ Choate (with Parks & Rec)
- Medway Library Environmental Club (weekly)
- Take and Make Kits
- Yoga & Mindfulness for Kids and Teens - Online Live
- Chess at the Library
- Alec Carvlin, Local Children's Author
- Backpack Blast Off
- \*Audubon Children's Program - Nature, Science and Art
- Domino Mayhem in the Makerspace
- Summer Reading Program Kickoff
- Indigenous Peoples Day: Story Hour & book display
- Medway Pride Day
- Neighborhood Tree distribution - almost 80 trees
- STEAM up your Wednesdays
- Special STEAM up your Wednesdays - Feb 9 (hosted by WPI students)
- Tinker Lab
- Creative Engineering in the Makerspace
- Arduino Coding and Robotics
- Read the Rainbow Book Club
- Medway Balloon Society
- Teen MakerSpace Takeover (monthly)

- \*Pixie Festival Display
- Middle School Crafts & Activities (School Bus transportation to Library provided)
- Pride crafts & Youth Pride Zine at Park Street Books (with Medfield Library)
- After School Art Class (teamed up with the High School Art Club)
- Teen Makerspace Takeover: Pride Swag
- Teen Movie Friday
- Teen & Tween Dungeons and Dragons
- \*Paint 'N Sip for Teens
- Cosplay Club
- Dark Journeys: Urban Legends with Jeff Belanger
- \*Matt York performing songs of Johnny Cash, Willie Nelson, Kris Kristofferson and

Waylon Jennings

- Blind Date with A Book
- Book Group (for adults)
- Oh Shoot! Photo Group
- Adult Dungeons and Dragons
- Medway Fiber Arts Group
- Medway Area Rainbow Community & OUT Metrowest
- An Evening with Foster and Twain
- Catherine Marengi Author Talk
- Seed catalog now available (most packets donated through 4-H and labeled by 4-Hers)
- Medway Cable Access Makerspace Training
- North Sea Gas Concert
- \*Jellyfish: How to pastel paint with Greg Maichack
- \*Watercolors at the Library
- Celebrating Ireland in Story and Song
- \*Nature in your neighborhood: The secret life of backyard and migratory birds
- Wildlife Program - Medway/Millis' Animal Control Office



Virtual Programs in collaboration with other libraries:

- Racism not Race with Dr. Joseph Graves Jr. & Alan Goodman
- Zero Carbon, Zero Bills with David Green
- Author Talk - David Baldacci
- The Forgotten Nations: Native Tribes of New England
- Water Protection Rights and Spirituality
- 13 Moons: A History of Wampanoag Culture (virtual, with other libraries)
- Personal Finance Workshops for ages 17-30
- Haunted Lighthouses of New England with Jeremy D'Entremount

We continue to reach out increasingly through Facebook, the Town of Medway and the Library's newsletter and local news outlets to get the word out to more people about what the library offers.

Many of our programs are organized and/or funded by the Friends of the Library. In addition, many 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, and to the Medway Garden Club for beautifying the area around the library. We are especially thankful 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 (FY22)	170,924
Subscriptions & Electronic Collections (FY22)	4,153
Number of registered borrowers (FY22)	4,510
Circulation transactions (physical items) (FY22)	72,878
Circulation transactions (digital) (FY22)	29,638
Interlibrary loans received (FY22)	31,114
Participation in the summer reading program	198
Number of hours volunteered (FY22)	2,324
Total number of hours the library is open per week	48
Total number of weeks the library provided services to the public	52

Respectfully submitted,

Medway Board of Library Trustees & Library Director

**Norfolk County Registry of Deeds  
2022 Annual Report to the Town of Medway  
William P. O'Donnell, Register  
649 High Street, Dedham, MA 02026**

As the impact of the Covid-19 pandemic lessened in 2022, the Norfolk Registry of Deeds was able to fully resume normal operations and increase its community outreach efforts. I am particularly proud of our staff, who worked diligently throughout the pandemic and enabled the Registry to remain open and operational for the recording of land documents every workday from the onset of the pandemic in 2020.

The year 2022 saw some changes in the Registry's operations, some positive, some not. Despite the increase in the Registry's reliance on its information technology structure due to, among other things, a marked increase in the electronic filing of documents, the Norfolk County Commissioners decided to consolidate the Registry IT staff with the County and eliminate the direct report, on-site Registry IT Department.

I greatly appreciate the voices and efforts of so many attorneys, real estate brokers, assessors, engineers, trade organizations, and just regular citizens, many from **Medway**, who were concerned about the title to their homes in trying to keep the Registry IT Department as it had been for over 35 years. You have to accept decisions and I and my Registry senior staff are cooperating with the County to envision a plan that will not negatively impact Registry operations and services due to the elimination of its on-site direct report to the Register, a Registry IT staff.

The Registry operates under my supervision and management as the elected Register. I have held the position since 2002. In continuous operation for nearly two hundred and twenty-four years, dating back to President George Washington's administration, 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. The modernization initiatives implemented during my administration have created a sound business operation oriented toward quality customer service at the Norfolk Registry of Deeds.

**2022 Norfolk County Registry of Deeds Achievements**

- The Registry of Deeds Customer Service and Copy Center continues to provide residents and businesses with quality service. These requests included the filing of Homesteads, accessing deeds, verifying recorded property documents and assisting those in need of obtaining a mortgage discharge notice. Customers can contact the Customer Service and Copy Center at 781-461-6101, Monday through Friday, between the hours of 8:30AM to 4:30PM.

- In calendar year 2022, **the Registry collected approximately \$67.3 million dollars in revenue.** Out of that money, more than \$57.4 million was apportioned to the Commonwealth and more than \$9.9 million was disbursed to Norfolk County in the form of deeds excise taxes and recording fees and surcharges. There was collected \$5,635,350 pursuant to the Community Preservation Act (CPA).
- The Registry of Deeds continues to address legislative issues to benefit consumers. In 2023, we will continue to advocate for filed legislation that accomplish mortgage transparency by requiring mortgage assignments be recorded at the appropriate Registry of Deeds in a timely manner.
- This year saw a record number of electronic recording filers, **approximately 2,600.** The Registry recorded more than **83,000 documents electronically,** accounting for nearly 80% of all recorded land records.
- Norfolk Registry of Deeds was the first registry in Massachusetts to electronically record registered land documents. This started in the Land Court section of the Registry of Deeds in 2017 and was crucial in remaining operational during the coronavirus pandemic. Initially, the percentage of registered land documents recorded electronically was 15%. The percentage of registered land documents recorded via electronic recording has now grown to over 70%.
- In 2022, we shelved Registry of Deeds Book 40401. At the end of 2022, we were processing the documents for Book 41000. These books house land records dating back to 1793 and are available for public research. For the sake of security and redundancy, we store our documents in three different ways: hard copy, electronically, and by microfiche.
- In calendar year 2022, the Registry processed over **11,200 Homestead applications.** The law, Mass General Law Chapter 188, provides limited protection of one's primary residence against unsecured creditor claims.
- 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.
- Our website includes a genealogy page and a section highlighting land records of notable people – United States Presidents, military heroes, noted authors, and leaders in their fields of education, the environment, and the law.
- The Registry's website [www.norfolkdeeds.org](http://www.norfolkdeeds.org) routinely updates the public on such news as real estate statistics, answers to frequently asked questions, along with detailing of our consumer programs. Additionally, we also write a monthly column for various Norfolk County newspapers and their online websites. We also distribute a weekly press release to alert residents of the latest happenings as well as to remind them of our consumer services.

- The Registry's free Consumer Notification Service allows any county resident to opt in to this free notification service and be alerted when any land document – fraudulent or otherwise – is recorded against their name. Nearly 2,000 Norfolk County residents have signed up for this free service. For more information, please see our website at: [www.norfolkdeeds.org](http://www.norfolkdeeds.org).
- The Registry was able to fully resume its various community outreach programs. In 2022 we continued our partnerships with, among others, Interfaith Social Services of Quincy, Father Bill's & MainSpring of Quincy, the VA Boston Healthcare System and InnerCity Weightlifting with our 'Suits for Success' program, and with the New Life Furniture Bank of MA in Walpole to assist those who are in need of household items. Our Annual Holiday Food Drive continues to support several food pantries in Norfolk County and our Christmas Toys for Tots campaign in partnership with the United States Marine Corps. was again a success.

### **Medway Real Estate Activity Report January 1, 2022 – December 31, 2022**

During 2022, **Medway** real estate activity saw an increase in both total sales volume and average sales price.

There was a significant decrease in the number of documents recorded at the Norfolk County Registry of Deeds for **Medway** in 2022; a decrease of 1,289 documents from 3,856 to 2,567.

The total volume of real estate sales in **Medway** during 2022 was \$155,759,725, a 13% increase from 2021. Additionally, the average sale price of homes and commercial property was up 22% in **Medway**. The average sale price was \$683,157.

The number of mortgages recorded (506) on **Medway** properties in 2022 was down 50% from the previous year. Also, total mortgage indebtedness decreased 47% to \$190,064,853 during the same period.

There were no foreclosure deeds filed in **Medway** during 2022, 2 less than the number recorded the previous year. However, the total number of notices to foreclose was 6, up 50% from last year.

Homestead activity decreased by 14% in **Medway** during 2022, with 245 homesteads filed compared to 285 in 2021.

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

### **2022 Report of the Medway Open Space Committee**

The Open Space Committee works within the context of the Town's Open Space and Recreation Plan which can be found at the committee's page at the Town of Medway website.

The committee worked closely with the Master Plan Committee in helping to review and update the Town's Master Plan.

We are in the process of updating the Open Space and Trails brochure. The last brochure is over five years old, and several new trails have been added or extended during that time.

The committee had discussions with the town's fire and police departments regarding safety on the trails and will continue to make improvements.

We have also worked with the town throughout 2022 on developing and starting to implement and invasive plant policy. As part of this initiative 3 public education meetings with were held by the conservation agent and Jim Wickis, member of the open space committee on invasive species. A separate session was held at the Medway Community Farm with the master's Garden.

The committee participated in Clean Sweep and Pride Day again this year. Pride Day offers a great opportunity to meet with people and educate them on the open spaces, trails, and natural areas throughout town.

We also work closely with town departments in areas of wetlands, trail development and trail maintenance.

### **Trails –**

We are working with the Conservation Officer to identify landing and launch areas to create a water trail along the Charles River. This is an on-going project with the goal of providing access, via watercraft and where possible land access to many towns owned parcels and natural areas along the river.

The Willows Retirement Community Trail has been completed and follows a lovely area along the Charles River. The trail can be accessed from a parking area off Village Street or at the Canoe Launch behind the Willows buildings. Kiosks and Open Space signs have been installed at the trail heads.

The committee is working with the town and the conservation commission to create an accessible trail with viewing areas in the Adams Street Meadow which is being partially funded by a grant from the state. We are also working to extend the trails behind the Oakland Field and the Senior Center.

In addition, the committee liaises with several volunteer groups on open space and trail projects, in particular the all-volunteer Medway Trail Club. The Trail Club coordinates with the Open Space committee on several community events throughout the year. This included helping to provide entertainment and information about the Bridges Festival which encourages community members of all ages to get out, explore and enjoy the trails.

The Medway Trail Club, although an independent group of volunteers performs a valuable community service in helping to expand the trail system, maintain trail access and hosting community events like the Bridges Festival, Soup on the Bridge, Winterfire and trail walks to expose the community to our beautiful open spaces.

Respectfully submitted by:

Denise Legee/Tina Wright  
Co- Chairs, Medway Open Space Committee

## REPORT OF THE MEDWAY MASTER PLAN COMMITTEE

In the first quarter of 2021, the Planning and Economic Development Board established a 17-person Master Plan Committee and the Town retained JM Goldson for consulting services with support from RKG Associates and Resilience Planning & Design. Updating a community's local master plan is an essential way to understand forces that are shaping the built and natural environment, to envision a desired future for a community, and to identify priorities and develop specific strategies for implementation. Medway's last Master Plan was completed in 2009, and the Town had committed to writing a new plan every 10 years.

The master planning process consists of 4 parts.



The project, which was launched in March 2021, began with Phase 1, an examination of the community's existing conditions to define trends, challenges, and issues for eight primary elements: 1) land use; 2) open space and recreation; 3) natural resources; 4) housing; 5) economic development; 6) cultural and historical resources; 7) municipal services and facilities; and 8) transportation. The output of Phase 1 was the Existing Conditions report. [https://www.townofmedway.org/sites/g/files/vyhlif866/f/uploads/medway\\_mp\\_existing\\_conditions\\_report\\_08.26\\_clean.pdf](https://www.townofmedway.org/sites/g/files/vyhlif866/f/uploads/medway_mp_existing_conditions_report_08.26_clean.pdf)

Phase 2 involved engaging with the community to think aspirationally about what the ideal future could be for Medway. A live and on-line community forum took place and a survey of Town personnel, Town boards, and residents was conducted. A series of pop up events during the summer provided additional community input. The 7-month community engagement process helped shape the Draft Vision and Goals report. [https://www.townofmedway.org/sites/g/files/vyhlif866/f/uploads/medway\\_vision\\_and\\_goals\\_report\\_012022\\_-\\_revised.pdf](https://www.townofmedway.org/sites/g/files/vyhlif866/f/uploads/medway_vision_and_goals_report_012022_-_revised.pdf)



Phase 3 began January of 2022 and included four focus groups. The focus groups were composed of members of the Master Plan Committee, members of various Town committees and board, Town staff, and citizens at large. The small group discussions focused on the Goals and Strategies identified in Phase 2 of the master plan process. The small groups also got to react to the first draft of master plan strategies as presented by the consulting team.

[https://www.townofmedway.org/sites/g/files/vyhli8006/f/uploads/medway\\_phase\\_iii\\_strategies\\_full\\_report\\_060822\\_0.pdf](https://www.townofmedway.org/sites/g/files/vyhli8006/f/uploads/medway_phase_iii_strategies_full_report_060822_0.pdf)

Phase 4 took place throughout the summer of 2022. The Master Plan Committee with the guidance of Jenn Goldson and her team further refined the master plan with the feedback gained from the Phase 3 small groups. Various committee members and staff also presented the draft master plan to 20+ Town boards and committees. The final master plan was then presented to the Planning and Economic Development Board for unanimous approval and adoption in October 2022.

In November 2022, the Select Board and Town Meeting voted to endorse the new master plan.

[https://www.townofmedway.org/sites/g/files/vyhli8006/f/news/medway\\_mp\\_-\\_final\\_pages\\_with\\_updated\\_cover\\_0.pdf](https://www.townofmedway.org/sites/g/files/vyhli8006/f/news/medway_mp_-_final_pages_with_updated_cover_0.pdf)



We encourage the community and Town leaders to support implementation efforts specified in the Master Plan as it reflects broad community engagement and guidance for the Town's future planning and land use initiatives.

Respectfully Submitted,

Jessica Chabot, Chair

## **REPORT OF THE PARKS AND RECREATION COMMISSION**

### **Overview**

The Park and Recreation Commission conducts and promotes recreation, play, sport, physical education, and other programs to meet the leisure time needs of the town. The Commission works to promote, maintain, and improve the various parks, playgrounds, fields, and facilities under its jurisdiction. The Commission establishes usage policies, sets rate schedules, and issues approved permits for the usage of Medway's various parks, fields, recreation areas, and related facilities. The Commission currently consists of five members, 3 of which are elected for terms of 3 years each, and 2 appointed by Select Board. The Commission is currently comprised of:

Debi Rossi, 2024

Sean Murphy, 2025

John Farrell, 2023

Lyle Core, appointed

Richard D'Innocenzo, Appointed

### **Personnel**

In 2022 we continued to run great programming and community events with Julie Harrington, Director of Parks & Recreation, at the helm. The department also hired an Assistant Director, Marissa Hartman. Parks and Recreation offered events such as Egg Hunt, Flashlight Egg Hunt for teens and adults, the fishing derby, boating day and nights at Choate, Summer concerts, Wild Wednesdays, Trunk or Treat, and the Annual Holiday light fight. There were also new events to offer the community. Teaming up with Medway/Millis Animal Control, we offered Howl-o-ween, it was a dog Halloween costume contest held the second weekend in October. We continued to host the Pumpkin walk and were able to host the event to over 2,500 participants. While it looked different from the past the goal was still the same; to bring the community together. We ran Choate Summer again in summer 2022, we were able to increase the size, serving over 400 children. We added Choate Buddies, a program for ages 3-5 at Choate Park. We sold out despite it being the first summer of offering it. We saw some great new programs such as Sensory classes, Sugar club, Puzzlepalozza, Puzzle mania, Jr. Party Planning, just to name a few. We continue to offer some of our fan favorites such as treasure hikes, pumpkin carving, pint sized Picassos, little ninjas warriors, basketball, soccer, multisport.

In 2022 the Parks and Recreation Department:

- Conducted a Summer Concert Series out of Oakland Parks with six rocking concerts.
- Hired the first Assistant Director of Parks and Recreation
- Teamed up with the Medway Lions and Tim Rice for the very first Spring Egg hunt with over 200 attendees.
- Hosted our first flashlight egg hunt for teens and adults.
- Held fun interactive hunts at the parks in town: Shamrock hunt, eye spy egg hunt.
- Community Events such as: Spring Egg Hunt, Flashlight Egg Hunt, Annual Fishing Derby, boating nights at Choate, Trunk or Treat, Howl-o-ween, Pumpkin walk, Santa letters, and the annual light fight.

- Hosted a summer movie night with Medway Cable Access, we showed the movie Goonies.
- Had our second summer season of the Medway/Millis swim team. The team had close to 50 participants.
- Ran the third year of Choate Summer. We had a record number of attendees and increased the program to 7 weeks.
- Introduced the first summer of Choate Buddies. It ran four weeks and was geared for ages three- to five-year-olds.
- Hosted Wacky and Wild Wednesdays at Choate Park for the months of July and August.
- Hosted three boating nights and day at Choate Park.
- Travel Field Hockey for grades 3-4, 5-6 and 7-8.
- Hosted a Field Hockey Jamboree with Franklin Recreation for the Commonwealth League which all the Medway teams competed in. The Jamboree was held on Medway High School Fields.
- Hosted and ran a pickleball league with two other metro west towns (Norwood and Westwood).
- On the fields we hosted the US Women's Lacrosse National Team Tryouts
- Facilitated 5 soccer tournaments throughout the year.
- Welcomed 4 new user groups to rent the facilities.

In 2022 the Parks and Recreation Commission:

- Updated the Usage Policy for the pavilions at Choate and Oakland Park.
- Approved and installed two new Communication Boards at Choate and Oakland Playgrounds.
- Approved and installed new baseball fence for the High School Baseball field.
- Approved and ordered a scoreboard for Lamson Field.
- Approved a new cricket field at Idylbrook.
- Contributed and approved for the Mural at Choate Park painted by Mike Cannistraro.

### **Future Priorities**

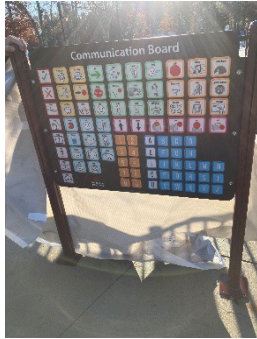
As the Parks and Recreation Commission looks to the future, we will continue to focus on expanding the recreational programming opportunities for the residents of Medway. We will continue our efforts to work closely with all in-town youth organizations in their program administration. The Commission will strive to maintain both efficiency of operations and fiscal responsibility. We will focus on enhancing our fields and facilities by working closely with our dedicated Public Works team. More specifically, the Commission will look to develop a long-term improvement plan for the VFW field complex, invest in new equipment storage solutions for our in-town renters, and move forward with plans to increase the number of fields with lighting.

Respectfully Submitted,  
Debi Rossi, Chair









## **REPORT OF MEDWAY ANIMAL CONTROL**



The department received and acted upon 615 calls for service this year.

The Animal Control Department continues to have 24- hour coverage with one Full time ACO and one Assistant alternating weekends and holidays. The Animal Control Department responds to many wildlife, feline, canine and livestock issues and emergencies. These statistics do not include all general service responses via fax, email, telephone, and postal mail (but not limited to) town and state law guidance communications between other professionals in the animal field, local and state agencies, court hearings and pet care.

Rabies is still a significant risk in the area, we would like to remind you that is very important to keep your animals vaccinated even if they are “indoor” animals, and it is state law. Wild animals can and do get into your house. Please remember that if you feed animals outside you are 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 food, litter, towels, etc. for our use to help keep the animals in our care fed, warm and happy during their stay.

## **REPORT OF THE ZONING BOARD OF APPEALS**

The Zoning Board of Appeals is authorized by Massachusetts General Laws (M.G.L.) Chapter 40A to hear and decide appeals, applications for special permits, and petitions for variances, and to make other necessary findings. Under M.G.L. Chapter 40B it is also responsible for the issuance of comprehensive permits for affordable housing proposals. The Medway Zoning Bylaw designates the Board as the special permit granting authority for certain uses. Board meetings are regularly scheduled for the first and third Wednesday of each month at 7:30 p.m., or at other times and places as determined by the Board.

The Board consists of five permanent members and two associate members, each appointed by the Select Board for a three-year term.

The Zoning Board of Appeals is staffed by the Administrative Assistant for the Community & Economic Development Department (“CEDD”), who also serves as the Recording Secretary, currently Anna Rice.

The Board is also staffed by the Town’s Director of Community & Economic Development Department, currently Barbara J. Saint Andre.

Tetra Tech, based in Marlborough, serves as the Town’s engineering consultant. The Board was capably assisted during 2022 by professional engineers Sean Reardon and Steve Bouley, and other specialized Tetra Tech staff with expertise in civil and traffic engineering, wetlands, and stormwater management.

In 2022 the Board decided petitions for special permits, variances, and nonconforming structures and uses, as well as hearing an appeal from a decision of the Building Commissioner.

The Board thanks those town employees and members of Town boards and committees who have worked diligently to provide comments to the Board in their review of applications. The Board would also like to thank those applicants who have come before the Board and the residents who have attended public hearings to voice their comments and questions.

The Board recommends that those who intend to file an application for a hearing with the Board review the aforementioned chapters of the Massachusetts General Laws, as well as the Medway Zoning Bylaw. The Board encourages all who intend to file an application for a ZBA hearing to discuss with staff prior to application submission. Contact information, M.G.L. 40A and 40B, the Medway Zoning Bylaw, ZBA Application Forms, and other general information can be found on the Zoning Board of Appeals webpage on the Town website <http://www.townofmedway.org/zoning-board-appeals>.

Respectfully Submitted,

Brian White, Chair

## **REPORT OF THE AGRICULTURAL COMMITTEE**

### **Agricultural events & experiences**

Our committee had a successful 2022. We participated in the annual Medway Pride Day, and enjoyed connecting with our community. Our second annual Harvest Hop generated positive feedback from all the community members that participated. We look forward to continuing the tradition in 2023.

### **Board Members**

We were able to grow our committee by adding two additional board members in 2022, making our committee a six-member board.

### **Financials**

We do not have any financial transactions to report for 2022. Our promotional materials and supplies were donated by board members.

### **Mission**

Our commitment to Agriculture and the history of Medway's farmland has strengthened with each event, and informational experience we participated in during the 2022 year. Our committee will continue to engage in Agricultural focused missions, events and initiatives to best serve our community.

Respectfully submitted,

By Alison J. Dempsey  
Medway Agricultural Committee Chairman



## Report of the Superintendent of Schools

The 2021-2022 school year represented more of a “return to normal” with a full return to school for all students to start the year. While we managed the continuing challenges of the COVID-19 pandemic, we are pleased with the progress we made in many areas. While not an exhaustive list, the following captures some of the points of pride and areas of real accomplishment for the Medway Public Schools during 2021-2022.

### Accomplishments connected to the Goals of Strategic Plan:

#### ***#1 Goal: Improved Learning***

- Completed a curriculum resource review process and identified new, comprehensive, core curriculum resources for Grades K-8 English/language arts.
- Adopted and implemented Dynamic Indicators of Basic Early Literacy Skills (DIBELS) as a universal screener for Reading in Grades K-5
- Completed first year/first cohort implementation of Project Based Learning (PBL) at Medway High School
- Piloted K-5 Open Social Studies Inquiry Based Curriculum resources (UMASS Boston and Boston University)
- Engaged in Year 1 of a Grade 5 Department of Elementary Education sponsored Investigating History Pilot
- Implemented Assessment of Proficiency toward Proficiency in Language (AAPL) and *ACTFL Latin Interpretive Reading Assessment* to all Grade 8-12 World Language students
- Completed alignment of Medway High School Chemistry curriculum
- Explored and embedded resources from Davis Arts’ curriculum into elementary and high school units of study
- Implemented the second annual *Summer of Discovery* to support 236 K-9th grade students’ successful transition back to school at no cost to families.
- Supported the implementation of the *Wake Up & Grow* before and after school *What I Need* (W.I.N.) programs for 150 Grade K-8 students at no cost to families.
- Provided 98 for cost after school wellness, fitness, and enrichment programs for 1,372 students in grades K-8
- Engaged in and completed a Integrated Preschool Program Review

#### ***Goal #2: Social and Emotional Wellness***

- Engaged in and completed an Equity Assessment process in partnership with *SchoolWorks*
- Utilizing ESSER federal funding, supported the addition of an Assistant Teaching Principal at Medway Middle School, School Adjustment Counselors to Medway Middle and High Schools and a district Wrap Around Services Social Worker.
- Adopted and implemented the TRAILS to Wellness SEL Curriculum in grades 5-9
- Implemented new small-group counseling programs at McGovern Elementary and Medway Middle School
- Partnered with Vendetti Wellness Group to expand our in-school outpatient therapy program in grades 2-12
- In partnership with the S3 Academy, holistic discussions between teacher and counselor were piloted at Burke-Memorial Elementary School

- Development of the REAL program in Medway High School for students with disabilities who engage in school refusal behaviors.
- Initiated a Signs of Suicide program for students in Grade 7
- Implemented competency-based school assemblies and developed targeted lessons at Burke Memorial
- Utilized the curriculum resource Positive Action to support specific Social Emotional needs.

#### *Goal #3: Innovative Teaching and Leadership*

- Engaged in year long, instructionally focused mathematics professional development for Grade 6-12 mathematics educators.
- New administrators participated in yearlong mentoring and collaborative support sessions.
- Partnered with Lighthouse Consulting to design a skills-based wellness curriculum at Medway High School
- Completed the design of an elementary integrated wellness curriculum.
- Supported the participation of teacher leaders in Harvard University's Instructional Leadership Certificate Program
- Achieved Innovation Pathway state designation in Healthcare and Social Assistance at Medway High School.
- Implemented High School Senior Internship in Education Program for high school seniors to support learning in elementary classrooms.
- Reorganized Grade 4 teacher teams to focus on content specialization.
- Partnered with the Hill for Literacy to enhance data analysis practices K-5
- Engaged in 5 module series on the Science of Reading Grades K-5

#### *Goal #4: Positive Learning Culture*

- Introduced a new system, *Assembly*, to share accolades and gratitude with and among faculty and staff.
- Development of school-based volunteer committees to learn and converse about issues pertaining to diversity, equity, and inclusion
- Established a Tolerance, Acceptance, Diversity Alliance (TADA) Chapter at Medway Middle School
- Offered dozens of faculties and staff wellness opportunities and challenges throughout the year
- Designed and implemented a school spelling bee at Burke Memorial
- Hosted Night of the Arts evening event with Grade 4 Band, student chorus, and student art offerings at Burke Memorial

#### **Facilities / Technology / Operational Improvements**

- Implemented four-year replacement cycle for student take home Chromebook devices.
- Provided Smart Panels [Touchview] for evaluation of replacement projection systems and expanded teaching practices using technology.
- Increased our cybersecurity posture and incident response preparedness through staff training and the implementation of additional security measures.
- Acquired two student transportation vans to enhance efficiencies.
- Increased our physical security measures by upgrading outdated cameras and door controls

systems.

- Four new basketball hoops and three new exterior doors installed at Burke-Memorial Elementary School.
- Interior painting at Medway High School and Burke-Memorial Elementary School.

### **Recognitions and Awards**

- 2022 Gold Award from Greatschools.org College Success
- 2022 Best High Schools recognition from U.S. News and World Report
- State Finalist- Girls Volleyball
- State Semifinalist- Boys Soccer
- State Semifinals- Girls Basketball
- Recognized for Project Lead the Way school wide participation.
- Recipient of \$2,714,081 in grant funds to support the Medway Public Schools

### **Special Education and Student Services**

Medway Public Schools strives to offer the highest quality programming that will allow our students to fully participate in their education possible. Students' educational opportunities vary from full inclusion programs to specialized classrooms to support a host of learning needs and styles. For students with exceptional needs, programming is available beginning at age 3 at McGovern School and ending when students either receive their diploma or reach the age of 22.

For the last several years, Medway has focused on inclusionary practices that permit students with disabilities to have access to the general curriculum and school community. While educational regulations state that all communities must place students in the least restrictive environment, Medway continues to recognize the positive opportunities that result when students with disabilities participate in the general education classroom. Medway Public Schools strive to establish inclusionary opportunities for students. Providing enriched educational experiences for all students continues to be a priority.

Medway Public Schools strive to be inclusive and child centered environments where individual learning needs are met. The multiplicity of programs in the schools offers a spectrum of learning options to provide for the varied needs and learning styles of our special education students. The integrated preschool program, at the McGovern School, supports students with disabilities, and some community peers, from age 3 until the transition to kindergarten. Burke-Memorial, Medway Middle and Medway High also offer a learning center model with one or more specialized programs depending upon the needs of the students, and the LINKS program for students with social/emotional disabilities. The Intensive Learning Center (housed in Burke-Memorial and Medway Middle School) provides students with cognitive disabilities specific support in their areas of educational disability(ies). The Middle and High School house the BRYT program for students returning to school from an extended absence. Medway High Schools also houses the REAL program, which is a program with specific focus on assisting students with anxiety disorders to continue their education in Medway Public Schools.

## Department of Wellness

The Wellness Department operates under the Center for Disease Control's Whole School, Whole Community, Whole Child model, which focuses on the child and emphasizes a school-wide approach, supported by the community, to enhance the health and wellness of students. In support of the strategic plan and the district's core values, the Wellness Department has focused much of its efforts on fostering the social, emotional, and mental health of Medway students and building and strengthening community partnerships to best support Medway's youth.



In 2022, the Wellness Department's two top focus areas were creating a safe learning environment and supporting students' mental health during the COVID-19 pandemic. Like last year, the COVID-19 Pandemic was at the forefront of the work of the Wellness Department. Our nursing team carried much of this load by conducting daily screens of symptomatic students, internal contact tracing, and routine COVID testing. In addition to impacting the physical health of our students, the pandemic also affected our students' mental health in 2022.

In response to the increase in the prevalence of student mental health concerns, the Wellness Department added programs and expanded practices. These initiatives included:

- Expanding the Wrap Around Mental Health Program to support more than 50 families.
- Expanding our tier-2 group counseling program to serve students in grades K-12
- Launching a partnership with Vendetti Wellness to provide in-school outpatient therapy for students in grades K-12
- A revision for our Medway High School wellness curriculum with a focus on student social and emotional learning
- An expansion of McGovern Elementary's K-1 social and emotional learning practices to provide more explicit instruction for students.

The Wellness Department would like to thank the residents of Medway for all of the support that has been shown over the past year. We look forward to working together to best support Medway's students' health and well-being.

## **Medway High School**

### **Grades 9-12**

Medway High School is an award-winning school of approximately 631 students, 84 staff members, and 3 administrators. In the fall of 2017, the school earned re-accreditation by the New England Association of Schools and Colleges (NEASC). Our school continues to cultivate our community based on our core values of active, continuous learning, equity & empowerment, relationships characterized by trust and mutual respect, and comprehensive wellness for all. However, we find ourselves with a new mission: to build a curriculum that, at its core, empowers our students with the 21st-century skills necessary to compete in the modern workplace and be engaged citizens.

After a COVID burst to begin the 2022 calendar year, we were quickly able to return to normalcy beginning with a removal of masks for students and staff in March. During this year, we've benefitted from a new schedule that included longer class periods and a Flex block that provides all students time during the school day for extra help, extensions to their learning, make-up opportunities, or time for school programming. Traditional events such as the Prom, Senior Boat Cruise, Homecoming, Pep Rally, and Holiday concert all returned with no COVID modifications.

Our Medway Mustang athletic programs continue to find success! Eight of nine spring teams made the postseason tournaments highlighted by Boys Lacrosse who made it to the Elite 8 and Boys and Girls Track and Field who sent six athletes each to the D5 State Championship Meet. Senior Connor Gilmore was crowned the MIAA D5 State Champion in the 100-meter dash. Senior Nate Van Saun was named the TVL MVP for Boys Lacrosse and Coach Jeff Kearney was crowned the TVL Coach of the Year for Boys Tennis. Our Girls Tennis Team earned the TVL Sportsmanship Award. This past fall season was also very successful for our Mustang student-athletes, as we sent seven teams to postseason tournaments. Girls Soccer and Girls Volleyball went the furthest in the state tournament bowing out in the Round of 8 respectively and the Fall Cheer Team finished in second place at Regionals. Mark Murphy of the Boys Cross Country Team qualified for the All-State Championship and Marco Perugini was named to the Boston Globe and Boston Herald Boys Soccer All-Scholastic Team. The Boys Cross Country and Football teams were awarded the TVL Sportsmanship Award for their sports. This current winter season is turning out nicely as well. We are looking forward to the upcoming MIAA Winter Season tournaments. Thus far, we have had numerous school records broken in Boys and Girls Winter Track this winter and Jon Bird has broken a program record in Swim. We had three of our co-op Swim Team members qualify for the State Swim Championship (Jon Bird, Devin Bird and Michael Webb). Their team also captured the TVL Championship this winter. Our basketball, hockey and winter cheer teams look forward to the upcoming tournament season. We continue to have great representation on TVL All-Star teams.

We were able to return to normal activities on the stage as well. Our spring musical in 2022 was *Footloose* which had an amazing cast and crew. In the fall, our drama club presented *Geoffrey Chaucer's Holy Grail*. Throughout this school year, our performance groups have been

preparing for our spring musical Peter Pan. We'll also have representation at state-wide competitions.

We also held a variety of celebrations within our school and community. This year we welcomed 55 inductees into the MHS chapter of the National Honor Society. This spring we are planning exciting and educational events for students such as STEM Day, Financial Literacy Fair, a College and Career Fair, and the Mock Crash.

Graduates of the class of 2022 enjoyed an outdoor graduation ceremony on Hanlon Field. This class has finalized post-secondary plans to attend a diverse array of schools with varying degrees of selectivity across the country. With a graduating class of 156, this year our students filed 1461 applications to 280 different institutions of higher learning. Eighty-two percent of students will continue their education beyond high school. The colleges and universities listed below are examples of the high-quality institutions our students were accepted to in 2022.

Babson College	Northwestern University	University of Connecticut
Bentley University		
Boston College	Norwich University	University of Maine
Clemson University	Ohio State University	University of New Hampshire
College of the Holy Cross	Providence College	University of Oregon
Connecticut College	Purdue University	University of Tampa
Elon University	Quinnipiac University	University of Vermont
Harvard University	Rensselaer Polytechnic Institute	University of Wisconsin
High Point University	Rochester Institute of Technology	Villanova University
Marist College	Saint Anselm College	Wentworth Inst. of Technology
Massachusetts Institute of Technology	St. Lawrence University	West Point
Mass Maritime Academy	Syracuse University	Worcester Polytechnic Institute
Northeastern University	University of Colorado Boulder	

The current senior class is also making great strides towards a successful transition to life after MHS. In November 2022, 55 seniors in the class of 2023 were recognized as John and Abigail Adams Scholarship recipients by the Massachusetts Department of Elementary and Secondary Education for their performance on grade 10 MCAS tests.

## **Middle School Grades 5-8**

Medway Middle School currently serves students in grades 5-8. Medway Middle School strives to provide students with a safe and nurturing environment that supports students' academic, social, and emotional learning. The goal of the Middle School is to support students during a formative, and sometimes tumultuous time, in their development. In the end, the objective is to provide a strong educational experience that provides students with the requisite skills to become independent learners and conscientious citizens while also helping students feel connected to a strong school community.

Middle School staff continues to monitor student progress through the utilization of the I-Ready (Grade 5) and IXL (Grade 6-8) assessment and learning platforms in both Math and ELA to help identify needs, as well as provide students with personalized learning plans. Both resources have provided faculty with greater information to assist in meeting the needs of Middle School students. Data is used to identify students who needed additional support and interventionists offered specialized support for these students.

In addition to supporting student learning needs, the Middle School staff also introduces students to grade-level content and standards. Highlights of this year include the fact that our English Language Arts department completed curriculum review processes and adopted new core curriculum resources. Our math department has engaged in a year-long professional development series focused on supporting mathematical thinking using student routines. As a result, our students have increased their mathematical discourse in the classroom. Our Grade 5-7 Social Studies department is piloting new units of study designed by the Department of Elementary and Secondary Education. Teachers piloting these units, called Investigating History, have adopted these best practices in the classroom.

Our Guidance department continues to support students through individual, small-group, and whole-group counseling sessions. We have also partnered with outside organizations to provide in-school counseling support for students where needed. Our work with our District Wrap Around Service Provider has expanded our ability to support ongoing and increasing student needs in our post-pandemic environment.

Outside of the classroom, Medway Middle School provides students with a variety of opportunities to engage in activities focusing on different interests, leadership opportunities, and community service projects. Some highlights of our after-school programs include a robust Middle School Student Council which continues to meet virtually to plan different community-building and service-learning activities. Our Where Everyone Belongs (WEB) program welcomes and supports students who are new to the Middle School to ensure that all new students feel welcome and part of our school community. Our World of Difference Peer Leaders and our TADA student groups work to support all members of our community. Activities such as our Science Fair, Robotics Team, and Math Club provide students with opportunities to explore content-area interests while engaged in friendly interscholastic competitions. This year, five members of our Robotics Team qualified and competed in the World Robotics Championship in Dallas, Texas. Our Performing Arts department presented

*Freaky Friday* the musical this April and added a play to the performance lineup as *James and the Giant Peach* was presented on the Medway Middle School Auditorium Stage this past fall. Finally, our Helping Hands Club and Green Team continue to find ways to improve our school community.

Our students and staff have risen above to continue additional important programs, such as class competitions, assemblies, and our morning televised announcements known as the “Mustang Message”. These programs continue to have a positive impact on our school culture and provide our students with opportunities to excel and develop leadership skills outside of the classroom.

Medway Middle School is fortunate to be well supported by the community. The faculty and staff of Medway Middle School appreciate the work of the Medway Middle School Council, the Medway Secondary Parent Teacher Organization, the Medway Foundation for Education, the Medway Friends of the Performing Arts, and the Medway community at large for their continued support.

#### **Burke-Memorial Elementary School Grades 2-4**

Burke-Memorial Elementary School is home to our second, third, and fourth grade students. In the 2021-2022 school year, the school served 476 children. The school educated 165 students in the second grade, 157 in the third grade, and 154 in the fourth grade.

September-February we continued with some COVID restrictions, such as physical distancing and masking. In early March, all COVID restrictions were lifted, and we returned to a pre-COVID learning experience. Most notably we returned to a single cafeteria for student lunches.

The Burke Memorial School developed and continues to embody the motto: *We C.A.R.E. at Memorial School*. Each letter in C.A.R.E. stands for core values of the school: Cooperation, Acceptance, Responsibility, and Effort. These values align with the district’s core values: Active, Continuous Learning; Equity and Empowerment; Relationships Characterized by Trust and Mutual Respect; and Comprehensive Wellness for All.

The Burke-Memorial Elementary School utilizes the Responsive Classroom philosophy to support and develop students’ social and emotional competencies. The use of this philosophical approach to teaching has helped the school community employ the consistent use of prosocial skills. Teachers implement Responsive Classroom/social-emotional learning opportunities across the school day on a consistent, proactive basis. Aspects of Responsive Classroom include a Morning Meeting, Energizers, Chill Zone, and Quiet Time.



At the Burke-Memorial School, students participate in all state-required content curricula and special subject courses. English Language Arts including reading, writing, speaking, and listening are taught daily. All students participate in both readers' and writers' workshop, through the Units of Study Curriculum. This is the last year of utilizing this resource. Our K-5 audit of our literacy learning, and curriculum resulted in our decision to review and adopt a new comprehensive, core curriculum. We were deeply involved in this process and in May finalized our decision to move forward with myView. We planned a comprehensive implementation support plan for educators which began in June 2022. The elementary schools also adopted DIBELS diagnostic and progress monitoring as assessment resources.

*Ready Math* is the core mathematics resource in elementary grades. Social Studies content is integrated into the English Language Arts curriculum and is also taught as an independent subject. Open Social Studies and Primary Source are curriculum resources that are being utilized to develop units of study. The school utilizes the *iReady Diagnostic* three times a year to assess student progression toward mastery and growth in both English Language Arts and Mathematics and we also utilize tools within iReady to support students who require remediation and extension. All students receive hands-on science/technology instruction from one of two science specialists. All students receive weekly lessons in art, music, and Wellness. Wellness classes integrate physical and health education. The school library serves as a class for Grade 2 and a literacy resource center for Grades 3 and 4. The Burke-Memorial school is a rich technology environment with 1:1 Chromebooks for students, interactive projectors, and document cameras present in each classroom. Students also can utilize green screen technology, interactive whiteboards, and Touchview monitors to support instruction.

Medway elementary teachers receive ongoing professional development to stay current with the state curriculum and other mandates. During the 2021-2022 school year, elementary teachers engaged in professional development in the Science of Reading. We completed 5 modules. We also engaged in professional learning and collaboration in the areas of math, social-emotional learning, social studies, and classroom management/social-emotional learning post-pandemic.

Support through the Medway Elementary Parent Teacher Organization (MEPTO) is an integral piece of the learning package. MEPTO sponsors extra-curricular activities for the students including in-house enrichment programs and community events. Within this school year, they partnered with Burke Memorial on a school field day as well as a live interactive drumming presentation for students. Medway's Community Education department offers additional after-school programs in cooking, enrichment, newspaper writing, world languages, art, music, theatre, and sports.

Parent nights and school events were a combination of virtual meetings and some in-person opportunities. Several orientation events were held for families as students transitioned back to school.

School administration works closely with the principals of McGovern and Medway Middle School to keep lines of communication open. Teachers work collaboratively across grades and schools to ensure smooth transitions from school to school and to continuously review and update the curriculum. Grade level groups also work with special education staff, Title I math staff, and reading support staff to help provide students with the tools they need to do their best.

The 2021-2022 school year was a unique one. The challenge of the COVID-19 pandemic continued to affect the ways in which students received their education. The Burke Memorial and its teachers worked to remedy any learning loss as a result of the pandemic and teach essential grade-level skills and standards. Despite these challenges, the school was able to show significant progress from its students.

On behalf of the students and faculty at the Burke-Memorial School, I wish to thank the community for their ongoing support.

### **McGovern Elementary School Grades PK-1**

McGovern School is the early childhood school for the district and is home to our preschool-1st grade students. September-February we continued with some COVID restrictions, such as physical distancing. In early March, all COVID restrictions were lifted, and we returned to pre-COVID learning experience. Most notably we returned to a single cafeteria for student lunches.

We ended the school year with 54 students enrolled in our integrated preschool. Through the continued support of the Town of Medway, we are pleased that our students continue to receive a full-day Kindergarten experience, tuition-free. We had 151 kindergarten students and 149 first grade students at McGovern. Finally, there were a total of 331 students enrolled at the McGovern School for the 2021-2022 school year, an increase of 23 students over the 2020-2021 school year.

Students participate in all state required content curriculum and special subject courses. Our K-5 literacy learning has been anchored in the expectations outlined in the 2017 English language arts Curriculum Frameworks. Our K-5 audit of our literacy learning and curriculum resulted in our decision to review and adopt a new comprehensive, core curriculum. We were deeply involved in this process and in May finalized our decision to move forward with myView. We planned a comprehensive implementation support plan for educators which began in June, 2022.

The *Ready* program is the core mathematics resource for the elementary grades. This is our fourth year using *Ready* and the curriculum covers content in four domains: numbers and operations, algebra and algebraic thinking, measurement and data, and geometry. Our content lead teachers collaborated to write new units of Social Studies for the upcoming year. Students also receive weekly lessons in science, art, music, health and physical education from McGovern's allied arts specialists. Additionally, students have the opportunity to visit the library each week to hear a story, select a new book, and participate in STEM activities. Technology instruction is integrated into individual classrooms and students have access to our Discovery Zone, iPads and Chromebooks. Finally, classrooms have projectors and document cameras to support classroom instruction. Some classrooms have interactive whiteboards that are used daily.

Four years ago, McGovern School adopted the philosophies of Responsive Classroom. The use of this philosophical approach to teaching has helped the school community employ the consistent use of prosocial skills. Teachers implement Responsive Classroom/SEL Lessons across the school day on a consistent, proactive basis. Aspects of Responsive Classroom include a Morning Meeting, Energizers, Chill Zone and Quiet Time. Our counselors also supplement with ideas from Zones of Regulation, Social Thinking, and Positive Action curriculum.

McGovern teachers receive ongoing professional development in order to stay current with the state curriculum and other mandates. During the 2021-2022 school year, elementary teachers engaged in professional development in the Science of Reading. We completed 5 modules. We also engaged in professional learning and collaboration in the areas of math, social emotional learning, social studies, and classroom management/social emotional learning post pandemic. In addition, staff members received professional training in bullying prevention and safety training.

Additionally, preschool, kindergarten, and specific special education teachers continue to receive training on the Visual Immersion System (VIS), which supports teaching language skills to children with autism spectrum disorder and other developmental disabilities. VIS has a strong focus on the use of Augmentative and Alternative Communication through the use of visual supports and communication boards.

Support through the Medway Elementary Parent Teacher Organization (MEPTO) is an integral component of student support. Additionally, through fundraising activities, MEPTO offers many extra-curricular activities for the students including in-house enrichment programs and community events.

We were excited to welcome parents and families back to McGovern School last year. Our nights at the school include: open house and curriculum evenings, and orientation events that were held for students transitioning to McGovern School.

The McGovern and Burke/Memorial Schools' administrations work closely together to keep lines of communication open and to ensure consistency between the elementary schools. Teachers work collaboratively across grades and schools to ensure smooth transitions from school to school and to continuously review and update curriculum. Grade level groups also work with special education staff and reading support staff to help provide students with the best possible elementary education.

### **Community Education**

The Community Education Department is pleased to provide a report of our programs for the 2021-2022 School Year. We offered year-round learning and enrichment programs for all, including District students, Medway residents and those in surrounding communities. Our programs supported social, academic, enrichment and physical growth. Discounts to senior citizens and active military families were offered, as well as financial assistance to students during the school year.

**Seasonal Brochures** were mailed to all Medway residents, each offering a wide variety of our all-time popular programs, as well as numerous and varied new programs, for all age groups. Brochures were also delivered to local libraries and businesses. We are thankful for the continued support of our experienced instructors and vendors. Also, we are appreciative of all of the registrants who attended and supported our programs.

- Total Programs Offered: 216 Total Number of Participants: 1,495

**School Flyers**, offering after school enrichment programs in the fall, winter and spring, were hand-delivered to students attending McGovern School, Burke-Memorial Elementary School and Medway Middle School. Enrichment programs included STEM, Fitness and Games, Art, Science, Reading plus much more. We are grateful to the District faculty and staff who offered their time and their immeasurable talents teaching programs to enrich students' days as they created, explored and socialized with friends. All programs were well attended and in high demand. High School students actively participated in the staff-led College Essay program.

- Total Programs Offered: 101 Total Number of Participants: 1,442

**Support Programs** were offered to students to reinforce the District's ongoing work to mitigate the pandemic's impact on students. Various after school programs were offered to students in grades K-9 to strengthen academic as well as social and emotional needs. The Summer of

Discovery program was offered for the first time in August 2021, with 419 students in attendance.

- Total Programs Offered: 10                      Total Number of Participants: 567

**Summer Adventures Camp**, for children entering Kindergarten through Grade 6, offered eight fun-filled weeks of games, water play, field trips, arts and crafts, sports, plus much more. The Camp Director and Staff closely followed all Medway Board of Health safety protocols and guidelines.

- Total Weeks Offered: 8                      Total Number of Participants: 785

**Medway Day Care**, an Early Childhood Learning Center, is designed for children of District faculty and staff as it follows the District calendar. The dedicated Day Care teachers provided developmentally-appropriate programs for infants, toddlers and preschool-aged children. The staff are experienced and highly qualified Early Childhood Educators. If space allowed, General Public children were eligible to attend the program.

- Total Number of Children: 85

The Community Education Department is appreciative of the continued support of the School Committee and the Superintendent of Schools. We are also grateful for the assistance of the School Administrators and all District staff. Without their help, the success of our programs would not be possible.

**Medway High School  
Class of 2022**

Abrams, Ryan	Coakley, Meghan	Harrigan, Seamus
Applebaum, Jack	Comras, Simon	Harris, Chase
Asimwe, Calvin	Condlin, Caitlyn	Hiduchick, Michael
Atherton, Isabelle	Conlin, Alice	Higgins, Emily
Babicz, Leo	Connors, Maggie	Hopkins, Ryan
Bailey, Jackson	Converse, Sean	Huckins, Jackson
Baio, Alexander	Cook, Brandon	Hudon, Daniel
Bernard, Molly	Currul, Hunter	Hultstrom, Jared
Bigelow, Jayna	DiBiasio, Sarah	Infanger, Alexander
Bomfim, Katie	Diebler, Benjamin	Johnson, Dylan
Bonissoni, Tiffany	DiMinico, Paige	Johnson, Luke
Bosse, Brendan	Dowling, William	Johnston, Amy
Bourbeau, Emily	Downing, Kirsten	Jordan, Thomas
Bowen, Thomas	D'Souza, Megan	Jorgensen, James
Bozhikov, Lev	Dufour, Sydney	Jorgensen, Ryan
Brady, Sophie	Dwyer, Paige	Kewley, Connor
Brar, Arjun	Eddy, Allison	Khoo, Ian
Brooks, Imgenberg Tristan	Ellis, Ashton	Killman, Olivia
Brown, Faith	Erving, Lily	King, Robert
Bullard, Matthew	Farlow, Lucas	Kinney, Jillian
Calnan, Caroline	Fasolino, Isabella	Labbe, Margaret
Campbell, Noelyn	Gagnon, Madeline	LaChance, James
Capalbo, Ellie	Gagnon, Ryan	Laidlaw, Ryan
Caputo, Sydney	Garvin, Jacob	Landry, Emily
Carr, John	Gerard, Grace	Lekas, Olivia
Cence, Ella	Ghukasyan, Arthur	Lieberman, Shaina
Chan, Sally	Gilmore, Connor	Longval, Anna
Chleboski, Rebecca	Glasier, Walter	Lower, Lilyan
Cioppa, Zachary	Grimes, Bryan	MacLeod, Kyan
Clark, Kaitlyn	Harkins, Liana	

**Medway High School  
Class of 2022**

Macrina, Lilliana	Pepin, Sarah	Sigrist, Griffin
Magliaro, Oliver	Perez, Mikayla	Sioras, Aaron
Mahoney, Reed	Perlman, Alicia	Sklar, Katelyn
Marsh, Hannah	Peterson, Sarah	Smith, Gabrielle
Marsh, Nicholas	Phillips, Selena	Smith, Kenyon
McCarthy, Sarah	Pintsopoulos, Rebecca	Snow, Cassidy
McCartney, Brendan	Pomponio, Carter	Stearley, Ethan
McGrath, Colin	Ramsey, Sarah	Steiding, Jayline
McHallam, Sean	Rankin, Jenna	Taraborelli, Andie
Mercier, Gustavo	Ratcliffe, Zoe	Thompson, Maura
Miranda, Gabriel	Ravella, Hailey	Thompson, Addison
Mitchell, Madison	Read, Amy-Grace	Thomsen, Logan
Molloy, Luke	Redfield, Chloe	Tingley, William
Monaghan, Evan	Regan, Margaret	Tonelli, Anna
Morris, Anthony	Richards, Kyla	Tose, Pedro Andre
Murphy, Sean	Richardson, Maeve	Uzoegbu, Adaeze
Murphy, Aidan	Robie, Nicholas	VanSaun, Nathan
Murray, Natasha	Rossi, Anthony	Vasko, Rayah
Myers, Kyle	Roycroft, Patrick	Wenzel, Austin
Newman, Isabella	Rozak, Andrew	White, Christian
Nisbet, Hallie	Russo, Isabella	Whitehouse, Collin
O'Connor, Molly	Santos, Laci	Whyte, Katherine
O'Neill, Shay	Selby, Jared	Wiles, Matthew
Oppenheim, Gabriel	Shaughnessy, Jake	Williamson, Mather
Palos, Matthew	Shea, Lauren Sheedy,	Witham, Abigail
Parrinello, Sean	Tiffany Sheehan,	Woodring, Brendan
Pass, Jeremy	Michael Shipos, Erin	Wu, Muhua
Passos, Maria Eduarda	Signore, Jessica	
Patel, Khushboo		