

# **TOWN OF MEDWAY, MASSACHUSETTS 2015 ANNUAL TOWN REPORT**



## **BOARD OF SELECTMEN**

**John Foresto, Chairman**

**Maryjane White, Vice Chairman**

**Richard D’Innocenzo, Clerk**

**Dennis Crowley**

**Glenn Trindade**

## **TOWN ADMINISTRATOR**

**Michael Boynton**

## IN MEMORIAM

|                       |                                   |
|-----------------------|-----------------------------------|
| David Garratt Hoag    | October 11, 1925-January 19, 2015 |
| Marjorie H. Rice      | May 2, 1929-Feb. 10, 2015         |
| Kathleen Jayne Poland | Feb. 27, 1923-Feb. 14, 2015       |
| Gordon Louis Crosby   | Sept. 27, 1931-March 20, 2015     |
| Jerome Albert Hanlon  | August 23, 1924-April 1, 2015     |
| Carlo Molinari Jr     | June 28, 1944-August 20, 2015     |
| Edward Fontanella     | January 1, 1922-October 18, 2015  |
| George A Caram Jr     | April 27, 1935-October 29, 2015   |
| Robert J. O'Brien     | July 23, 1926-Dec 18, 2015        |



## TABLE OF CONTENTS

|  |    |  |     |
|--|----|--|-----|
| <b>Community Profile</b>                           | 4  | <b>Town Reports – Public Safety</b>      |     |
| <b>Town Organization</b>                           | 5  | Board of Health                          | 46  |
| <b>Boards, Commission, Committees Organization</b> | 6  | Building Department                      | 47  |
| <b>Officers of the United States</b>               | 7  | Fire Department/EMS                      | 50  |
| <b>Officers of the Commonwealth</b>                | 7  | Police Department                        | 54  |
|  |    | Police/Fire Communications               | 68  |
| <b>Elected Officers</b>                            | 8  | <b>Town Reports – Public Services</b>    |     |
| <b>Boards, Commissions, Committees</b>             | 9  | Department of Public Services            | 69  |
| <b>Meeting Schedule</b>                            | 12 | <b>Town Reports – Community Services</b> |     |
| <b>Appointed Officers</b>                          | 13 | Affordable Housing                       | 84  |
| <b>Public Safety</b>                               | 15 | Charles River Pollution Control          | 86  |
| <b>Town Employees</b>                              | 17 | Community Preservation                   | 88  |
| <b>Town Reports – General Administration</b>       |    | Conservation Commission                  | 91  |
| Board of Assessors                                 | 19 | Capital Improvement Planning Committee   | 94  |
| Treasurer/Collector                                | 21 | Council on Aging                         | 96  |
| Finance Director/Town Accountant                   | 24 | Cultural Council                         | 97  |
| Human Resources                                    | 27 | Economic Development Committee           | 99  |
| Information Services                               | 29 | Energy Committee                         | 100 |
| Town Clerk   | 31 | Historical Commission                    | 102 |
|  |    | Medway Public Library                    | 104 |
|  |    | Memorial Committee                       | 110 |

|  |     |
|--|-----|
| Norfolk County Mosquito Control                        | 112 |
| Norfolk County Registry of Deeds                       | 114 |
| Open Space Committee                                   | 116 |
| Planning and Economic Development Board                | 118 |
| Redevelopment Authority                                | 128 |
| Veterans Services                                      | 129 |
| Zoning Board of Appeals                                | 131 |
| <b>Medway School District</b>                          | 132 |
| Superintendent's Report                                | 133 |
| High School  | 134 |
| Middle School  | 135 |
| Elementary Schools                                     | 137 |
| Student Services                                       | 139 |
| Athletic Department                                    | 142 |
| Community Education                                    | 144 |
| Enrollment   | 146 |
| Class of 2014  | 147 |
| <b>Tri-County Regional Vocational Technical School</b> | 152 |
| <b>Volunteer Application</b>                           | 156 |
| <b>Telephone Numbers</b>                               | 157 |



- 1713

- 11.54 square miles

- Norfolk

- 13,200

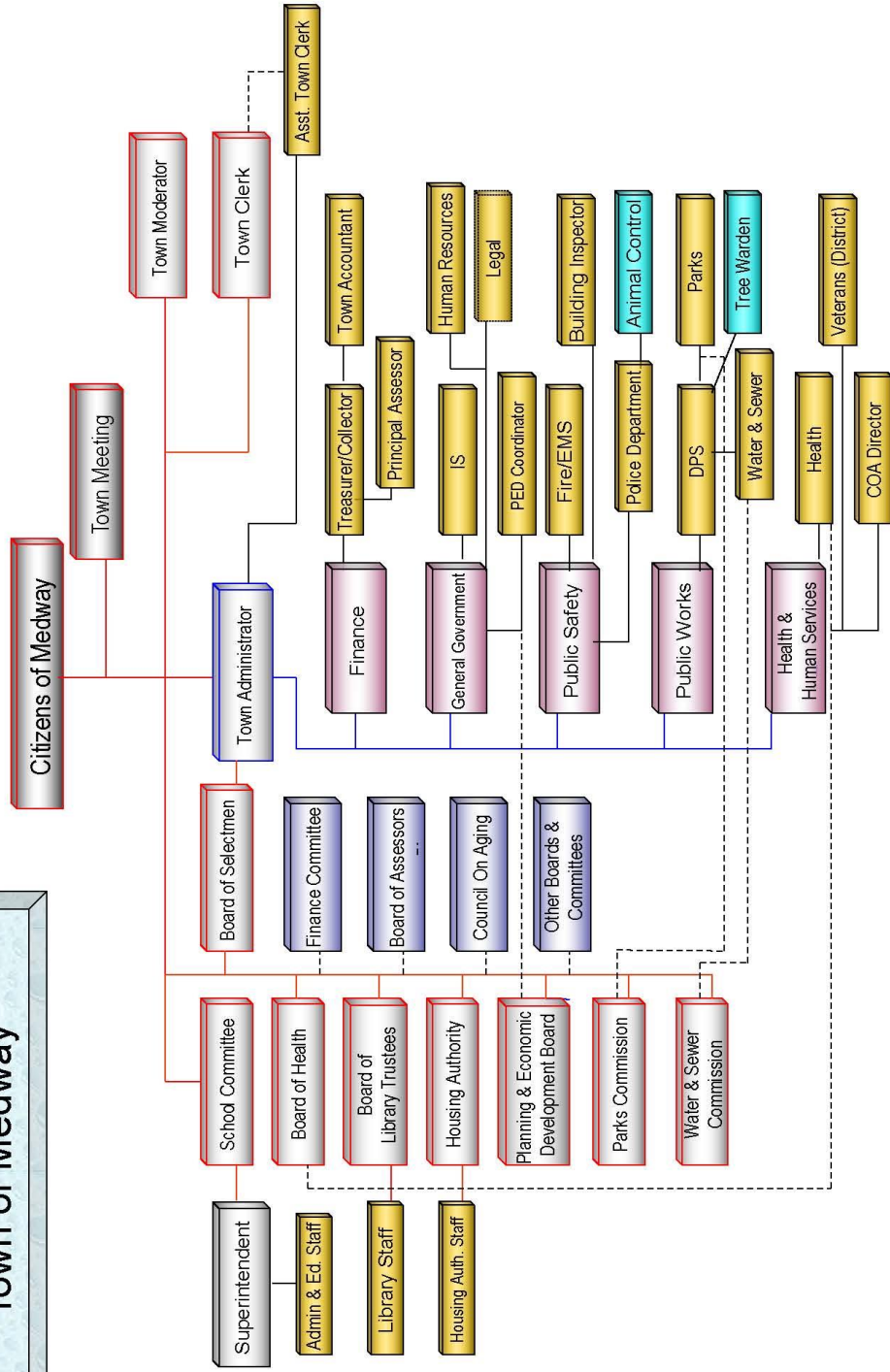
- Town Administrator
- Five-member Board of Selectmen
- Open Town Meeting

**2014 Average Single  
Home Value -  
\$358,000**

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



# Organizational Structure Town of Medway





## BOARDS, COMMITTEES AND COMMISSIONS





## Officers of the United States of America

### **President**

Barack H. Obama

### **Vice President**

Joseph R. Biden

### **Senators**

Edward Markey

Elizabeth Warren

### **Congressman**

Joseph P. Kennedy III



## Officers of the Commonwealth of Massachusetts

### **Governor**

Charlie Baker

### **Lieutenant Governor**

Karyn Polito

### **Secretary of the Commonwealth**

William F. Galvin

### **Treasurer**

Deborah Goldberg

### **Attorney General**

Maura Healey

### **Auditor**

Suzanne M. Bump

### **State Senator**

Karen E. Spilka

### **State Representatives**

John V. Fernandes

Jeffrey Roy





## **Elected Officials**

### **Board of Health**

Michael Heavey  
John Mill III  
Jordan Warnick

### **Board of Selectmen**

Dennis Crowley  
Richard D’Innocenzo  
John Foresto  
Glenn Trindade  
Maryjane White

### **Housing Authority**

Donald Burnham  
Robert Ferrari (State Appointment)  
Michael Matondi  
Mary O’Leary  
Alison Slack

### **Library Board of Trustees**

Carol Brown  
Diane Burkhardt  
Karen Kassell  
Cheryl McNeil  
Christopher Monahan  
John Smith

### **Town Moderator**

Mark Cerel

### **Parks Commission**

Paul Mahoney  
Sean Murphy  
Ross Rackliff

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

Richard Di Iulio  
Thomas Gay  
Matthew Hayes  
Andrew Rodenhiser  
Robert Tucker

### **Redevelopment Authority**

Douglas Downing  
Michael Griffin  
Raymond Himmell  
Andrew Rodenhiser  
Paul Yorkis (State Appointment)

### **School Committee**

Carole Bernstein  
Diane Borgatti  
Richard Eustis  
Anh Le  
Cynthia Sullivan

### **Town Clerk**

Maryjane White

### **Water/Sewer Commission**

Leo O’Rourke  
Cranston Rogers  
Robert Wilson



## **Boards, Committees and Commissions**

### **Affordable Housing Committee**

Robert Ferrari  
Judi La Pan  
Michael Leone  
Teresa O'Brien  
John Parlee  
Susan Rorke  
Alison Slack

### **Affordable Housing Trust**

Judi LaPan  
John Maguire  
John ParleeAnn Sherry  
Karen Soter

### **Board of Assessors**

Ann Marie Lynch  
Kathryn Regan  
Cristina Sauer  
Lindsie Tosca

### **Board of Registrars**

Barbara Horowitz  
Christine Lorenzen  
Florence Mucci

### **Capital Improvement Planning Committee**

Daniel Perkins  
Kelly O'Rourke  
Michelle Reed  
Peter Sigrist

### **Cemetery Commission**

Bruce Hamblin  
Jeanne Johnson

### **Community Preservation Commission**

Mark Cerel  
David Kaeli  
Paul Mahoney  
James Wieler

### **Conservation Commission**

David Blackwell  
Ken McKay  
Scott Salvucci  
Brian Snow  
David Travalini

### **Constables**

Gary Eklund  
William Pride  
Paul Trufant

### **Council on Aging**

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



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

### **Design Review Committee**

Matthew Buckley  
Julie Fallon  
Lisa Graves  
Bruce Hamblin, Associate Member  
Rachel Walsh  
Mary Weafer

### **Economic Development Committee**

Eric Arbeene  
Ken Banceweicz  
Tina Chemini  
Scott Habeeb  
Hugh McKinnon  
Alissa Parlee  
Keith Peden  
Andrew Rodenhiser  
Paul Yorkis

### **Educational Fund Committee**

Heidi Anderson  
Melinda Peden  
Derek Phinney

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

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

### **Finance Committee**

Todd Alessandri  
Rohith Ashok  
Meghan Bernardo-Hoffman  
Ellen Hillery  
Christopher Lagan  
Jeffrey O'Neill  
Frank Rossi

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

Michael Schroeder  
James Sullivan

### **Historical Commission**

Alex Burinskiy  
Donna Hainey  
Jeanne Johnson  
Eugene Liscombe  
Paul Russell  
Mark Wilcox

### **Medway Christmas Parade Committee**

Scott Guyette  
Richard Parrella  
Allen Tingley

### **Medway Cultural Council**

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



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

### **Medway Housing Authority**

Robert Ferrari - State Appointee

### **Medway Pride Day Committee**

Andrea Crow-Henry appointed 2016

Sarah Stone

### **Memorial Committee**

Peter Ciolek

Douglas Downing

Richard Keogh

John Larney

Michael Matondi

Richard Parrella

Robert Saleski

Frank Saunders

Allen Tingley

Paul Trufant

### **Open Space Committee**

Michael Francis

Bruce Hamblin

Denise Legee

Charlie Ross

James Wickis

Joanne Williams

Tina Wright

### **Redevelopment Authority**

Douglas Downing

Michael Griffin

Ray Himmel

Andrew Rodenhiser

Paul Yorkis, State appointee

### **Route 109 Advisory Committee**

Matthew Buckley

Dennis Crowley

Dan Hooper

Maryjane White

Paul Yorkis

### **Thayer Property Governance Committee**

Dennis Crowley

John Foresto

Carl Rice

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

Carey Bergeron

David Brownell

Matt DeSorbo

Lawrence Ellsworth

Paul Mahoney

Shelley Wieler

### **Zoning Board of Appeals**

Eric Arbeene

David Cole

Carol Gould

William Kennedy

Brian White, Associate Member

## MEETING SCHEDULE

|   |   |
|---|---|
| Annual Town Election                    | May 19, 2015  |
| Special Town Meeting                    | March 9, 2015   |
| Annual Town Meeting                     | May 11, 2015  |
| Fall Town Meeting                       | November 16, 2015   |
| Affordable Housing Committee            | 2 <sup>nd</sup> Wednesday of each month -                           |
| 7:30PM/Senior Center                    |   |
| Affordable Housing Trust                | 1 <sup>st</sup> Wednesday of each month -                           |
| 6:30PM/Senior Center                    |   |
| Board of Assessors                      | Dates/Times vary - Assessors Office                                 |
| Board of Health                         | 2 <sup>nd</sup> and 4 <sup>th</sup> Monday of each month -          |
| 6:30PM/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> Wednesday of each month -                           |
| 7:00PM/Library                          |   |
| 7:00PM/Sanford Hall                     | 4 <sup>th</sup> Wednesday of each month -                           |
| Community Preservation Committee        | 1 <sup>st</sup> Monday of each month - 7:30PM/High                  |
| School Library                          |   |
| Conservation Commission                 | 1 <sup>st</sup> and 3 <sup>rd</sup> Thursday of each month -        |
| 7:30PM/Sanford Hall                     |   |
| Council on Aging                        | 2 <sup>nd</sup> Tuesday of each month - 2:00PM/Senior               |
| Center                                  |   |
| Design Review Committee                 | 1 <sup>st</sup> and 3 <sup>rd</sup> Monday of each month -          |
| 7:00PM/Library                          |   |
| Economic Development Committee          | 2 <sup>nd</sup> Wednesday of each month -                           |
| 7:00PM/High School                      |   |
| Finance Committee                       | 2 <sup>nd</sup> Wednesday of each month -                           |
| 7:00PM/Sanford Hall                     |   |
| Historical Commission                   | 2 <sup>nd</sup> Wednesday of each month -                           |
| 7:30PM/Historical Society               |   |
| Housing                                 | As posted - Mngment Office, Mahan Circle                            |
| Library Board of Trustees               | 1 <sup>st</sup> Tues of each month - 7:00PM/Library                 |
| Open Space Committee                    | 1 <sup>st</sup> Tues of each month - 7:00PM/Sr. Center              |
| Parks and Recreation Commission         |   |
| Planning and Economic Development Board | 2 <sup>nd</sup> and 4 <sup>th</sup> Tues month - 7PM/Sanford Hall   |
| School Committee                        | 1 <sup>st</sup> and 3 <sup>rd</sup> Thurs month - 7PM/Middle School |
| Town-wide Energy Committee              | 3 <sup>rd</sup> Wednesday of each month -                           |



## **Appointed Officers**

**Town Administrator**  
Michael Boynton

**Assistant Town Administrator**  
Allison Potter

**Labor Counsel**  
Kevin P. Feeley, Jr

**Town Counsel**  
Barbara Saint Andre

**Animal Control Officer**  
Brenda Hamelin

**Assessor**  
Donna Greenwood

**Community & Economic Development Director**  
Stephanie Mercandetti

**Community Housing Coordinator**  
J. Douglas Havens

**Conservation Agent**  
Bridget Graziano

**Council on Aging Director**  
Missy Dziczek

**DPS Director**  
Thomas Holder

**Emergency Management Director  
(BOS appoints)**  
Jeffrey Trust

**Treasurer - Collector**  
Joanne Russo

**Fire Chief**  
Jeffrey Lynch

**Health Agent**  
Beth Hallal

**Human Resources Director**  
E. Susan Ellis

**Inspector of Buildings/  
Zoning Enforcement Officer**  
John Mee

**IT Director**  
Richard Boucher

**Planning Coordinator**  
Susan Affleck-Childs

**Police Chief**  
Allen Tingley

**Town Accountant**  
Carol Pratt

**Veterans Agent**  
John Givner

**On-Call Building Inspector**  
John Naff

**Plumbing/Gas Inspector**  
James Coakley

**Associate Plumbing/Associate Gas  
Inspector**  
Gerard Smolinsky

**Wiring Inspector**  
Scott Guyette  
Jeffrey Hovey

**Fence Viewer**  
Allen Tingley



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

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

W. James Allshouse

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

Rolf Briggs

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

Peter DeSimone

Douglas Downing

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

Andrew Rodenhiser

### **Representatives to SWAP**

Susy Affleck-Childs (Planning Coordinator)

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

Linda Reynolds

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

Maryjane White

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

Richard D'Innocenzo

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

Maryjane White

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

Glenn Trindade

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

Glenn Trindade



## PUBLIC SAFETY

\*As of April 2016

### **Animal Control Officer**

Brenda Hamelin

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

Jeffrey Trust

### **Fire Chief**

Jeffrey Lynch\*

### **Deputy Chief**

Allen Tingley

### **Assistant Chief**

James Smith

### **Assistant Chief/EMT**

Michael Fasolino

### **Firefighter/EMTs**

Bria Adams

Lt. Matthew Anzivino

Austin Boyt

Steven Brody\*

Jack Cooper

James Earle Jr.

Timothy Hutton

Lt. Thomas Irwin\*

Rachel Klane

Lt. David Leavenworth\*

Captain Joseph MacDougall

Andrew Mahan

Kevin Moreau\*

Lt. Robert O'Neill

Walter Steeves

Christopher Stygles\*

Lt. Brian Tracy\*

Christine Verdolino

Lt. Craig Vinton\*

Kevin Vinton

Alan Weiner

Kevin Vinton

*\*Denotes full-time*

### **Firefighters**

Tim Benoit

Jared Davis

Lt. Michael Leland

William Scherer

Matthew Silva

Lt. Peter Trufant

Byron Vinton

Jason Vinton

Connor Westenfield

### **EMTs**

Michael Heavey

Lt. Michael Lelend

Timothy Raftery

### **Emergency Medical Services**

David Leavenworth – Coordinator

Timothy Raftery – Assistant Coordinator

### **Administrative Assistant**

Natalie Lennon

### **Health Agent**

Beth Hallal

### **Inspector of Buildings/**

### **Zoning Enforcement Officer**

John Mee

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

John Naff

### **Plumbing/Gas Inspector**

James Coakley



**Associate Plumbing/Associate Gas  
Inspector**

Gerard Smolinsky

**Wiring Inspector**

Scott Guyette

Jeffrey Hovey

**Police Chief**

Allen Tingley

**Police Lieutenant**

William Boultenhouse

**Police Sergeants**

Jason Brennan

William Kingsbury

David McSweeney

Jeffrey Watson

**Detective**

Donald Grimes

Matthew Reardon

**Police Officers**

Peter Fasolino

William Freitas\*

Derek Harrington

Joseph MacDougall

Paul McLaughlin

David McRoberts

John Meincke

Stephen Mitchell

Anthony Nigro

Ryan Ober

Robert O'Neill, Jr.

John Rojee

Richard Simard, II

**Police/Fire Communications Officers**

Meghan Casey\*

Thomas Godino

Ryan Kingsbury\*

Andrew Mahan\*

Carl Sheppard

Lauren Swarthout

William White

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

**Permanent Intermittent Police  
Officers**

Thomas Hamano

William White

**Special Police Officers**

Matthew Anzivino

James Boyan

Kevin Brennan

David Duncan (Photographer)

Cheryl Goodspeed

Michael Heavey

David Lambirth

David Leavenworth

Andrew Mahan

Richard Malo

Frederick Paulette

Robert Rojee

Charlene Tingley

Gerald Tracy

Barbara Trufant

**School Traffic Crossing Guards**

Cheryl Goodspeed

Deborah Lavalley

Gale Wilcox

**Matrons**

Cheryl Goodspeed

Judi LaPan

Charlene Tingley

Barbara Trufant

Gale Wilcox

**Administrative Assistant**

Erin Sullivan



## TOWN EMPLOYEES

\*As of April 2016

### Department of Public Services

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

### Accounting

Carol Pratt, Town Accountant  
Pamela Champagne, Assistant Town Accountant  
Natalie Tocco, Accounting Assistant

### Assessor

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

### Treasurer/Collector

Joanne Russo, Treasurer/Collector  
Laurie Walker, Asst. Treasurer/Collector  
Marie Shutt, Assistant Collector  
Carol Hladick, Payroll Administrator

### Communications

Mary Becotte, Director

### Community Development

Stephanie Mercandetti

### Conservation

Bridget Graziano

### Council on Aging

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

### Health

Beth Hallal

### Human Resources

Eileen Ellis, Director  
Paige Eppolito, Human Resources Coordinator

### Information Service

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

**Library**

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

**Planning & Economic Development**

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

**Town Administrator/Selectmen**

Michael Boynton, Town Administrator  
Allison Potter, Assistant Town Administrator  
Lindsey Rockwood, Administrative Assistant

**Town Clerk**

Maryjane White, Town Clerk  
Charlene Tingley, Assistant Town Clerk

**Veterans Services**

John Givner, 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, Deputy 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 2015 – Triennial Certification Year (Town wide revaluation)**

Fiscal year 2015 was a Triennial Certification year for the Town of Medway.

The Assessing Department is required to do the following during this type of reassessment for this type of fiscal year:

- ♦ Develop a reassessment work plan
- ♦ Review and analyze current assessment levels
- ♦ Review and analyze assessment uniformity and the market
- ♦ Prepare data for DOR Bureau of Local Assessment review

This type of town valuation occurs every three years with two 'interim value years' between each triennial certification year for each municipality in the Commonwealth of Massachusetts. Assessors review market information and adjust values according. Consequently, one of the main duties of the Bureau of Local Assessment is to review and recertify each municipality's property values once every three years to ensure that values are at full and fair market value, and uniform and industry standards are meeting or exceeding required Department of Revenue levels.

- **Residential properties** are generally valued and adjusted based upon market sales that occurred in calendar year 2013.
- **Commercial & industrial properties** are generally valued and adjusted based upon the following: market rental income, market rental expense, market vacancy rates, and area income capitalization rates.

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

### **TAX RATE 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 2015 was \$31,550,693.37. Listed below is the percentage of the tax levy by property classification. The Department of Revenue approved a Tax Rate of \$18.24 per 1000 of value.

| <b>CLASSIFICATION</b>      | <b>VALUATION</b>     | <b>TAX DOLLARS</b>     | <b>LEVY PERCENT</b> |
|----------------------------|----------------------|------------------------|---------------------|
| CLASS 1 - Residential      | 1,466,471,524        | \$26,748,440.60        | 84.78%              |
| CLASS 2 – Open Space       | 0                    | 0                      | 0.00%               |
| CLASS 3 – Commercial       | 77,184,982           | \$1,407,859.07         | 4.46%               |
| CLASS 4 – Industrial       | 57,798,900           | \$1,054,251.94         | 3.34%               |
| CLASS5 – Personal Property | 128,297,520          | \$2,340,146.76         | 7.42%               |
| <b>TOTAL</b>               | <b>1,729,752,926</b> | <b>\$31,550,698.37</b> | <b>100.00%</b>      |

Note: The total dollar amount needed to meet town spending was \$53,941,285.37 for FY2015. The tax levy portion is \$31,550,693.37 or 58%. The other 42% 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 6.0%, industrial properties slightly increased by 1.0%, and commercial properties increased by about 8.0%. Vacancy rates continue to decline as the market conditions continue to improve.

A public hearing was held on November 17th, 2014 in which the Board of Selectman chose to tax all classes of property at the same rate, also known as a single rate.

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 2015.

Respectfully submitted,  
Donna Greenwood, MAA  
Principal Assessor

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

The annual report for the fiscal year ending June 30, 2015 is hereby submitted showing the collections and debt activity for the year.

### **2015 COLLECTIONS**

Real estate tax collection at 98.2% of budget, motor vehicle excise tax at 126.4% of budget and penalty & Interest on Taxes was 275.9% of budget.

The real estate and property tax collections were at the normal benchmark collection rate of 98 percent for a total of \$30.9M.

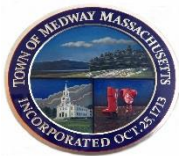
The increase in Penalty and Interest fees was the result of aggressive efforts to collect old balances and resulted in the collection of \$336k in previous tax year receivables.

In FY 2015, we had collections of \$1.8 million in MVE tax which was on par with the previous fiscal year.

I want to specially thank Marie Shutt, Assistant Collector for her hard work and dedication over this past year.

Respectfully submitted,

Joanne M. Russo  
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 Fiscal 2007 by the Board of Selectmen. Debt level is one important indicator of the Town's fiscal management. This is one of the financial indicators that is also used by the bond rating agencies.

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

| <b>DATE<br/>BORROWED</b> | <b>PURPOSE<br/>OF BORROWING</b> | <b>MATURITY<br/>DATE</b> | <b>BALANCE<br/>AS OF<br/>6/30/14</b> | <b>INTEREST<br/>COST</b> |
|--------------------------|---------------------------------|--------------------------|--------------------------------------|--------------------------|
| 01/07/2015               | MCWT GOB                        | 07/15/2035               | 1,501,102                            | 2.00%                    |
| 05/15/2013               | MULTIPURPOSE<br>BOND            | 5/15/2033                | 5,935,000                            | 2.22%                    |
| 9/15/2012                | MULTIPURPOSE<br>BOND            | 9/15/2032                | 4,790,000                            | 1.98%                    |
| 2/15/2012                | MULTIPURPOSE<br>BOND            | 2/15/2032                | 7,190,000                            | 2.02%                    |
| 8/15/2010                | REFUNDED 1997<br>GOB            | 6/15/2016                | 290,000                              | 1.33%                    |
| 8/15/2010                | MULTIPURPOSE<br>BOND            | 8/15/2029                | 5,745,000                            | 2.43%                    |
| 10/15/2009               | MULTIPURPOSE<br>BOND            | 10/15/2029               | 4,510,000                            | 2.92%                    |
| 11/15/2006               | MULTIPURPOSE<br>BOND            | 11/25/2025               | 7,200,000                            | 4.00%                    |
| 8/1/2004                 | SEPTIC REPAIRS                  | 8/1/2023                 | 37,190                               | 5.01%                    |
| 4/15/2003                | MULTIPURPOSE<br>BOND            | 4/15/2022                | 1,375,000                            | 3.73%                    |
| 3/1/2001                 | MULTIPURPOSE<br>BOND            | 3/1/2016                 | 430,000                              | 4.25%                    |
| 10/25/2000               | SEPTIC REPAIRS                  | 8/1/2018                 | 33,276                               | 4.97%                    |
| 4/21/1987                | SEWER                           | 4/21/2017                | 18,000                               | 5.00%                    |
| 10/7/1985                | SEWER                           | 10/7/2014                | 24,100                               | 5.00%                    |

|   |
|---|
| <p><b>TOTAL LONG TERM DEBT:    \$40,847,024</b></p> <p><b>WEIGHTED AVERAGE INTEREST RATE: 2.56%</b></p> |
|---|

***TREASURER REPORT***

|                         |               |
|-------------------------|---------------|
| General Fund            | 16,702,761.63 |
| Treasurer/Collector     | 320,108.06    |
| MMDT Trust              | 57,189.22     |
| Payroll                 | 14.85         |
| Vendor                  | 0.00          |
| CPA                     | 5,523,557.86  |
| Storm Reserve           | 212,388.50    |
| Health Reserve          | 52,699.13     |
| Planning Review         | 156,634.81    |
| Planning Observation    | 56,011.51     |
| Stabilization Funds     | 4,407,813.33  |
| Bond Proceeds           | 446,390.02    |
| Eminent Domain          | 781.54        |
| Scholarships            | 912,234.73    |
| Performance Bonds       | 307,489.25    |
| Student Activity        | 152,434.44    |
| School Lunch            | 49,997.16     |
| Education Fund          | 5,158.69      |
| Library Trust           | 132,999.59    |
| Cemetery Trust          | 10,814.28     |
| Art & Lottery           | 3,366.61      |
| Elderly Disabled Fund   | 577.24        |
| Christmas Parade        | 19,554.21     |
| Affordable Housing      | 521,136.98    |
| Conservation Commission | 3,683.56      |
| OPEB Trust              | 250,886.53    |
| Pride Day               | 17,308.16     |
| TOTAL CASH 06/30/2015   | 30,323,991.89 |



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

Sound fiscal practices and policies led to the Town of Medway's fifth consecutive year without a Management Letter from our auditors, Melanson Heath. This means that the auditors found no reportable conditions. This is a strong indication of Medway's fiscal stability.

Overall revenue collections for FY 2015 were 101.7% of budget and expenses were 94.7% of budget. These numbers point to the strong efforts made to collect revenue and to control expense. As a result, the General Fund realized an amount of \$2.2M in free cash. Free Cash, along with Medway's stabilization funds resulted in a healthy reserve percentage of 15%, a 2% increase from the previous fiscal year.

In 2014 the Town's bond rating was upgraded to AA+ by Standard and Poor's and has remained stable for the current fiscal year. We continue to work towards obtaining an AAA rating in the near future.

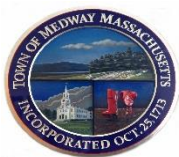
Also of note is that the Town paid its deficit financing in full during FY2014, two years earlier than required by deficit financing legislation. As a result, the Town of Medway is no longer required to obtain DOR permission to borrow funds. That requirement and all other terms of the special legislation have been lifted.

Included is the combined Balance Sheet for All Funds Types and Groups, and a Combined Statement of Changes in Revenues, Expenditures and Fund Balances as of June 30, 2015.

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

Respectfully submitted,

Carol Pratt  
Finance Director/Town Accountant



Town of Medway, Massachusetts  
COMBINING BALANCE SHEET - ALL FUND TYPES and GROUPS  
FOR FISCAL YEAR END JUNE 30, 2015

|  | <u>General</u>      | <u>Community<br/>Preservation</u> | <u>Nonmajor<br/>Governmental<br/>Funds</u> | <u>Total<br/>Governmental<br/>Funds</u> |
|--|---------------------|-----------------------------------|--|---|
| <b>ASSETS</b>                              |                     |                                   |  |   |
| Cash and short-term investments            | \$15,422,159        | \$5,603,006                       | \$3,603,850                                | \$24,629,015                            |
| Receivables:                               |                     |                                   |  |   |
| Property taxes                             | 2,125,506           |                                   |  | \$2,125,506                             |
| Excises                                    | 220,889             |                                   |  | \$220,889                               |
| Departmental and other                     | 1,875               | 7,198                             | 258,148                                    | \$267,221                               |
| Intergovernmental                          | 24,000              |                                   | 80,385                                     | \$104,385                               |
| <b>TOTAL ASSETS</b>                        | <b>\$17,794,429</b> | <b>\$5,610,204</b>                | <b>\$3,942,383</b>                         | <b>\$27,347,016</b>                     |
| <b>LIABILITIES AND FUND BALANCES</b>       |                     |                                   |  |   |
| Liabilities:                               |                     |                                   |  |   |
| Warrants payable                           | \$380,049           | \$2,739                           | \$366,739                                  | \$749,527                               |
| Accrued liabilities                        | 3,513,797           |                                   | 125,305                                    | \$3,639,102                             |
| Notes payable                              |                     |                                   | 200,000                                    | \$200,000                               |
| Tax refunds payable                        | 865,976             |                                   |  | \$865,976                               |
| Other liabilities                          | 231,410             |                                   | 17,062                                     | 248,472                                 |
| <b>TOTAL LIABILITIES</b>                   | <b>4,991,232</b>    | <b>2,739</b>                      | <b>709,106</b>                             | <b>5,703,077</b>                        |
| <b>DEFERRED INFLOWS of RESOURCES</b>       | <b>2,075,138</b>    | <b>7,199</b>                      | <b>56,446</b>                              | <b>2,138,783</b>                        |
| Fund Balances:                             |                     |                                   |  |   |
| Nonspendable                               |                     |                                   | 110,869                                    | 110,869                                 |
| Restricted                                 |                     | 5,600,266                         | 3,740,775                                  | 9,341,041                               |
| Committed                                  | 2,208,770           |                                   |  | 2,208,770                               |
| Assigned                                   | 1,912,126           |                                   |  | 1,912,126                               |
| Unassigned                                 | 6,607,163           |                                   | (674,813)                                  | 5,932,350                               |
| <b>TOTAL FUND BALANCES</b>                 | <b>10,728,059</b>   | <b>5,600,266</b>                  | <b>3,176,831</b>                           | <b>19,505,156</b>                       |
| <b>TOTAL LIABILITIES AND FUND BALANCES</b> | <b>\$17,794,429</b> | <b>\$5,610,204</b>                | <b>\$3,942,383</b>                         | <b>\$27,347,016</b>                     |

Town of Medway, Massachusetts  
**COMBINED STATEMENT OF CHANGES IN REVENUES, EXPENDITURES and FUND BALANCES**  
**FOR FISCAL YEAR END JUNE 30, 2015**

|   | <u>General</u>    | <u>Community<br/>Preservation</u> | <u>Nonmajor<br/>Governmental<br/>Funds</u> | <u>Total<br/>Governmental<br/>Funds</u> |
|---|-------------------|-----------------------------------|--|---|
| <b>REVENUES</b>   |                   |                                   |  |   |
| Property taxes  | \$30,733,415      | \$643,931                         |  | \$31,377,346                            |
| Excises   | 1,863,482         |                                   |  | 1,863,482                               |
| Penalties, interest and other taxes   | 266,673           |                                   |  | 266,673                                 |
| Charges for services  |                   |                                   | 2,494,724                                  | 2,494,724                               |
| Intergovernmental   | 11,405,501        | 345,993                           | 2,647,265                                  | 14,398,759                              |
| Licenses and permits  | 476,377           |                                   |  | 476,377                                 |
| Fines and forfeitures   | 19,589            |                                   |  | 19,589                                  |
| Investment income   | 76,168            | 10,644                            | 2,860                                      | 89,672                                  |
| Miscellaneous   | 130,705           |                                   | 538,573                                    | 669,278                                 |
| <b>TOTAL REVENUES</b>   | <b>44,971,910</b> | <b>1,000,568</b>                  | <b>5,683,422</b>                           | <b>51,655,900</b>                       |
| <b>EXPENDITURES</b>   |                   |                                   |  |   |
| Current:  |                   |                                   |  |   |
| General government  | 2,776,579         |                                   | 316,928                                    | 3,093,507                               |
| Public safety   | 3,428,417         |                                   | 307,354                                    | 3,735,771                               |
| Education   | 25,526,545        |                                   | 5,005,519                                  | 30,532,064                              |
| Public works  | 3,101,378         |                                   | 506,771                                    | 3,608,149                               |
| Health and human services   | 363,362           |                                   | 156,601                                    | 519,963                                 |
| Culture and recreation  | 778,918           | 139,639                           | 4,374,237                                  | 5,292,794                               |
| Employee benefits   | 6,209,785         |                                   |  | 6,209,785                               |
| Debt service  | 3,219,742         | 208,238                           | 10,494                                     | 3,438,474                               |
| Intergovernmental   | 705,273           |                                   |  | 705,273                                 |
| <b>TOTAL EXPENDITURES</b>   | <b>46,109,999</b> | <b>347,877</b>                    | <b>10,677,904</b>                          | <b>57,135,780</b>                       |
| Excess (deficiency) of revenues<br>over expenditures                                  | (1,138,089)       | 652,691                           | (4,994,482)                                | (5,479,880)                             |
| <b>OTHER FINANCING SOURCES (USES)</b>   |                   |                                   |  |   |
| Bond proceeds   |                   |                                   | 4,497,550.00                               | 4,497,550.00                            |
| Transfers in  | 584,297           |                                   | 63,300                                     | 647,597                                 |
| Transfers out   | (537,400)         | (39,300)                          |  | (576,700)                               |
| <b>TOTAL OTHER FINANCING SOURCES</b>  | <b>46,897</b>     | <b>(39,300)</b>                   | <b>4,560,850</b>                           | <b>4,568,447</b>                        |
| Excess (deficiency) of revenues and other<br>sources over expenditures and other uses | (1,091,192)       | 613,391                           | (433,632)                                  | (911,433)                               |
| <b>FUND EQUITY, at Beginning of Year</b>  | <b>11,819,251</b> | <b>4,986,875</b>                  | <b>3,610,463</b>                           | <b>20,416,589</b>                       |
| <b>FUND EQUITY, at End of Year</b>  | <b>10,728,059</b> | <b>5,600,266</b>                  | <b>3,176,831</b>                           | <b>19,505,156</b>                       |

## **REPORT OF THE DEPARTMENT OF HUMAN RESOURCES**

Established in January of 2009 the Department of Human Resources staff consists of a full time Human Resources Director, E. Susan Ellis. The department offers benefit services to approximately 170 full and part time Town, 500 full and part time active School employees, as well as many retirees.

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

### **DESCRIPTION OF SERVICES**

- Ensure compliance with Labor Laws and Regulations.
- Employer/Employee relations i.e. Collective Bargaining Agreements, personnel conduct and behavior, discipline procedures.
- Administrator of: Tufts Health Plan, Delta Dental Plan, life insurance plans, Cafeteria 125 Flex Spending Plan, 457 Investment Program, AFLAC, OBRA, COBRA.
- Direct the Workers Compensation system and Family Medical Leave Act.
- Oversee Massachusetts HRD Civil Service process.
- Manage the Department Of Transportation mandatory drug testing and training.
- Collective Bargaining
- Recruitment, hiring, and exit processes.
- Keeper of The Records for all personnel files.
- Employee Classifications
- Serve as the Sexual Harassment Officer and the Town of Medway's Americans with Disabilities Administration's representative.
- Assist with the Insurance Advisory Committee
- Process Department of Unemployment and Training cases.
- Annual Open Enrollment and Health Fair
- Safety

The H. R. Department was quite busy with recruiting this year. We received and processed hundreds of resumes and some of the positions we were able to fill were: PT Children's/ Young Adult Librarian, COA Driver, Facility Permit Co-Coordinator, PT Dispatcher, HEO, FT Children's Librarian, Water System Sewer Operator, Asst. Trades Tech, Asst. Superintendent Highway Fleet Maintenance, FT Firefighter/EMT, Health Agent, FT Asst. Fire Chief, Treasurer/Collector, and Administrative Asst. to Town Administrator/BOS.

Once again I was able to successfully secure a Tufts Health Insurance 2% increase for the 2017 fiscal year. This was particularly significant as the current projected increases have been estimated at six to seven percent. The Delta Dental Plan participants will enjoy a zero percent increase once again this year.

Respectfully submitted,  
E. Susan Ellis, Director of Human Resources



TOWN OF MEDWAY  
DEPARTMENT OF INFORMATION SERVICES  
MEDWAY, MASSACHUSETTS

RICHARD A. BOUCHER  
DIRECTOR OF INFORMATION SERVICES

**Information Services - Town Report**

The Town of Medway has funded extensive improvements over the past six+ years, spending over \$2.9million on infrastructure, applications, and end user hardware. The continued support of these systems is critical to maintaining inter-departmental communications and efficient workflows for all departments. In addition to maintaining our current infrastructure and end user equipment, the IS Department is focusing on extending the lifecycle of all desktop computers, increasing access to mobile devices, and supporting the technical requirements of our departments.

To accomplish these goals we have proposed the following initiatives for Fiscal 2017:

- Upgrade mission critical fiber optic network switching components and town server hardware.
- Lifecycle replacement of the high school telephone system.
- Lifecycle replacement of desktop computers, projection systems, and wireless access components.
- An increase of 275 mobile devices to support the curriculum goals of the school system.
- The addition of a GIS Administrator to support town wide mapping initiatives and federal storm water management reporting requirements.
- Improving communications to our residents through web, social media, and electronic publication tools.

Additional lifecycle planning estimates and goals can be found in the appendix labelled *Proposed Equipment Purchases and Additions*. The appendix provides a five year estimate based on current goals to maintain an appropriate equipment lifecycle and proposes an initiative to increase mobile devices [Modified 1:1] to support curriculum initiatives in our school department.

Respectfully submitted  
Richard Boucher; Director of Information Services

| Proposed Equipment Purchases (Replacement and Additions) |     |     |     |     |    |      |        |              |              |                      |  |  |
|--|-----|-----|-----|-----|----|------|--------|--------------|--------------|----------------------|--|--|
|  | Mcg | Mem | Ms  | Hs  | Co | Town | Totals | Operating    | Capital      | Description of Goals |  |  |
|  |     |     |     |     |    |      |        |              |              |                      |  |  |
| Projected FY16   |     |     |     |     |    |      |        | \$99,300.00  | \$85,000.00  | \$184,300.00         |  |  |
| ipads  | 50  | 50  |     |     |    |      | 100    | \$300.00     | \$30,000.00  |                      |  |  |
| Chromebooks  |     | 50  | 150 | 140 |    |      | 340    | \$360.00     | \$37,400.00  | \$85,000.00          |  | Increase mobile devices to support curriculum initiatives. Replace 5yr old teacher devices at Mcg, Mem, and town hall, manage failing hsc projectors (now over 10yrs old). Desktop |
| Desktop / Laptop Replacement                             | 24  |     |     | 7   |    | 6    | 30     | \$550.00     | \$16,500.00  |                      |  |  |
| Projectors   | 5   |     |     |     |    |      | 12     | \$450.00     | \$5,400.00   |                      |  |  |
| Access Points  |     |     |     |     |    |      | 0      | \$500.00     | \$0.00       |                      |  | Replacement is being phased to an 8yr plan due to advancements in software and the desire to have mobile devices. Future plans   |
| Microsoft OVLS Licensing                                 |     |     |     |     |    |      |        | \$10,000.00  |              |                      |  |  |
|  |     |     |     |     |    |      |        |              |              |                      |  |  |
| Projected FY17   |     |     |     |     |    |      |        | \$126,500.00 | \$143,000.00 | \$269,500.00         |  |  |
| ipads  |     |     |     |     |    |      |        |              |              |                      |  | iPads for k-2 at capacity 2:1 as of FY2016   |
| Chromebooks  |     |     | 75  | 200 |    |      | 275    | \$360.00     | \$99,000.00  |                      |  | Increase HS/MS Device access   |
| Desktop / Laptop Replacement                             |     |     |     | 50  |    |      | 50     | \$550.00     | \$27,500.00  |                      |  | Replace HS Teacher Stations now 5yrs old   |
| Town Domain Server                                       |     |     |     |     |    |      |        |              | \$5,000.00   |                      |  | Replace Town Domain Controller   |
| High School Phone System                                 |     |     |     |     |    |      |        |              | \$39,000.00  |                      |  | Replace HS Phone System  |
| Town, High School, Middle School Core Switching          |     |     |     |     |    |      |        |              | \$40,000.00  |                      |  | Upgrade HS/MS/TH Fiber Core Switches   |
| Projectors   |     |     | 25  |     |    |      | 25     | \$2,000.00   | \$50,000.00  |                      |  | Replace 1/2 HS projectors  |
| Access Points  |     | 15  |     |     |    |      | 15     | \$600.00     | \$9,000.00   |                      |  | Upgrade Memorial Wireless System   |
|  |     |     |     |     |    |      |        |              |              |                      |  |  |
| Projected FY18   |     |     |     |     |    |      |        | \$145,150.00 | \$189,000.00 | \$334,150.00         |  |  |
| ipads - replacement (2012-13)                            | 95  | 26  | 30  | 4   | 6  |      | 161    | \$350.00     | \$56,350.00  |                      |  | Replace iPad2s 5yrs old (if necessary)   |
|  |     |     |     |     |    |      |        |              |              |                      |  | Increase MS/MS Device access - Replace 50 HS notebooks 5yrs old  |
| Chromebooks (replace 48 notebooks 2012)                  |     |     | 75  | 200 |    |      | 275    | \$360.00     |              | \$99,000.00          |  | Replace MS Teacher Stations now 5yrs old   |
| Desktop / Laptop Replacement                             |     |     | 50  |     |    |      | 50     | \$550.00     | \$27,500.00  |                      |  | Replace HS PLT/TH Science Lab  |
| WorkStations (8yrs)                                      |     |     | 26  |     |    |      | 26     | \$1,300.00   | \$33,800.00  |                      |  | Replace 1/2 HS projectors  |
| Projectors   |     |     | 25  |     |    |      | 25     | \$2,000.00   | \$50,000.00  |                      |  | Upgrade MS Wireless Systems  |
| Access Points  |     |     | 25  |     |    |      | 25     | \$500.00     | \$12,500.00  |                      |  | Replace HS SAN Drives and host servers [2]   |
| Virtual Server Upgrades                                  |     |     |     |     |    |      |        |              | \$15,000.00  |                      |  | Upgrade HS/MS/TH Core Switching  |
| Town, High School, Middle School Core Switching          |     |     |     |     |    |      |        |              | \$40,000.00  |                      |  |  |
|  |     |     |     |     |    |      |        |              |              |                      |  |  |
| Projected FY19   |     |     |     |     |    |      |        | \$113,650.00 | \$146,000.00 | \$259,650.00         |  |  |
| ipads - replacement (2014)                               | 25  | 20  | 44  |     |    |      | 89     | \$350.00     | \$31,150.00  |                      |  | Replace iPad2s 5yrs old (if necessary)   |
|  |     |     |     |     |    |      |        |              |              |                      |  | Increase HS/MS Device access - replace 5yr old devices   |
| Chromebooks (replace 160 Chromebooks 2014)               | 6   | 22  | 110 | 200 | 12 |      | 350    | \$360.00     |              | \$126,000.00         |  | Replace MS/HS Lab Desktops (review possible phase out of labs due to increased mobile devices)   |
|  |     |     |     |     |    |      |        |              |              |                      |  | Replace network components (endpoint switches, battery backup systems, additional server requirements)   |
| Desktop / Laptop Replacement                             |     |     | 75  | 75  |    |      | 150    | \$550.00     | \$82,500.00  |                      |  |  |
|  |     |     |     |     |    |      |        |              |              |                      |  |  |
| Server / Infrastructure                                  |     |     |     |     |    |      | 0      |              | \$20,000.00  |                      |  |  |
|  |     |     |     |     |    |      |        |              |              |                      |  |  |
| Projected FY20   |     |     |     |     |    |      |        | \$140,000.00 | \$117,000.00 | \$257,000.00         |  |  |
| ipads - replacement (2015)                               | 20  | 96  | 24  |     |    |      | 140    | \$500.00     | \$70,000.00  |                      |  | Replace iPad2s 5yrs old (if necessary)   |
| Chromebooks (replace 360 Chromebooks 2015)               |     | 110 | 160 | 90  |    |      | 360    | \$325.00     | \$117,000.00 |                      |  | Replace 5yr old chromebooks  |
| Desktop / Laptop Replacement                             |     |     | 50  | 50  |    |      | 100    | \$550.00     | \$55,000.00  |                      |  | Replace workstations over 7 years old  |
| Virtual Server Upgrades                                  |     |     |     |     |    |      |        |              |              |                      |  | Replace MS SAN Drives and host servers [3]   |
|  |     |     |     |     |    |      |        | \$15,000.00  |              |                      |  |  |
|  |     |     |     |     |    |      |        |              |              |                      |  |  |
| Projected FY21   |     |     |     |     |    |      |        | \$124,250.00 | \$117,000.00 | \$241,250.00         |  |  |
| ipads - replacement (2016)                               | 50  | 50  |     |     |    |      | 100    | \$500.00     | \$50,000.00  |                      |  | Replace iPad2s 5yrs old (if necessary)   |
| Chromebooks (replace 360 Chromebooks 2016)               |     | 62  | 150 | 148 |    |      | 360    | \$325.00     | \$117,000.00 |                      |  | Replace 5yr old chromebooks  |
| Desktop / Laptop Replacement                             | 2   | 3   | 36  | 70  | 4  | 20   | 135    | \$550.00     | \$74,250.00  |                      |  | Replace workstations over 7 years old  |
| Server / Infrastructure                                  |     |     |     |     |    |      | 0      |              |              |                      |  |  |

**TOWN OF MEDWAY**  
**WARRANT FOR MARCH 9, 2015**  
**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 Middle School Auditorium, 45 Holliston Street, on Monday, March 9, 2015 at 7:00 PM**, then and there to act on the following articles:

**The meeting was called to order by Mark Cerel, Moderator at 7:00 P.M. A quorum being present.`**

**ARTICLE 1:** ( McGovern School Window/Door Replacement)

To see if the Town will vote to appropriate, borrow or transfer from available funds, an amount of money to be expended under the direction of the Medway Public Schools for the purpose of replacing obsolete windows and doors at the McGovern School at 9 Lovering Street, which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program and for which the Town has applied for a school construction grant from the Massachusetts School Building Authority ("MSBA"). The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and if the MSBA's Board of Directors votes to invite the Town to collaborate with the MSBA on this proposed repair project, any project costs the Town incurs in excess of any grant that may be approved by and received from the MSBA shall be the sole responsibility of the Town.

**BOARD OF SELECTMEN**

**ARTICLE 1 VOTED:( McGovern School Window/Door Replacement)**

To appropriate the amount of Nine Hundred Seventy-Eight Thousand Eight Hundred and Nine Dollars (\$978,809) for the purpose of paying costs of replacing obsolete windows at the McGovern School, located at 9 Lovering Street, Medway, including the payment of all costs incidental or related thereto (the "Project"), which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the Town has applied for a grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended under the direction of the Medway School Committee. To meet this appropriation the



Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under General Laws chapter 44, section 7(3A) or pursuant to any other enabling authority. The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and if the MSBA's Board of Directors votes to invite the Town to collaborate with the MSBA on this proposed repair project, any project costs the Town incurs in excess of any grant that may be approved by and received from the MSBA shall be the sole responsibility of the Town; and that, if invited to collaborate with the MSBA on the proposed repair project, the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the Town and the MSBA.

**VV**

**(Unani**

**mous)**

**ARTICLE 2:** (Home Rule Petition – Redevelopment Authority)

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for a special act providing that legislation be adopted in the form set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approve amendments to the bill before enactment by the General Court; and provided further that the Board of Selectmen be authorized to approve amendments which shall be within the scope of the general public objectives of the petition:

**SECTION 1.** Notwithstanding the provisions of General Laws chapters 121B and 79 or any other general or special law to the contrary, the Town of Medway Redevelopment Authority, when acquiring land or any interest therein by eminent domain in accordance with said General Laws chapters 121B and 79, shall be subject to the provisions of this Act.

**SECTION 2.** If the Town of Medway Redevelopment Authority is unable, upon reasonable investigation, to determine the name of any person entitled to damages awarded on account of the acquisition of land or any interest therein which it acquires by eminent domain under General Laws chapter 79, section six, the Town of Medway Redevelopment Authority, notwithstanding the provisions of General Laws chapter 79, section 7D, shall not be required to set aside any funds on account of any damages awarded to such person; provided that, when the person entitled to such amount or any portion thereof satisfies the Redevelopment Authority of his right to receive it, the Redevelopment Authority shall, after such notice as it may order, order such amount or portion thereof to be paid to him forthwith.

**SECTION 3.** Notwithstanding the provisions of General Laws chapter 79, section 7E, if any check issued in accordance with General Laws chapter 79, section 7B remains unclaimed by any person entitled thereto for a period of sixty days after notice in accordance with General Laws

chapter 79, section 7C, such check shall be withdrawn and the funds retained by the Redevelopment Authority; provided that, when the person entitled to such amount or any portion thereof satisfies the Redevelopment Authority of his right to receive it, the Redevelopment Authority shall, after such notice as it may order, order such amount or portion thereof to be paid to him forthwith.

SECTION 4: The Town of Medway Redevelopment Authority shall not be required to comply with the provisions of General Laws chapter 79, section 40 when acquiring land or any interest therein by eminent domain.

SECTION 5: The provisions of this act shall apply to all eminent domain takings made by the Medway Redevelopment Authority, if any, prior to the effective date of this act.

SECTION 6. This act shall take effect upon its passage.

or act in any manner relating thereto.

**BOARD OF SELECTMEN**  
**VV (Unanimous)**

**ARTICLE 3:** (Transfer: Veterans' Benefits)

To see if the Town will vote to transfer the sum of \$30,000 from the Fiscal Year 2015 Unemployment Compensation Account to the Fiscal Year 2015 Veterans Benefit Account, or act in any manner relating thereto.

**BOARD OF SELECTMEN**  
**VV (Unanimous)**

**ARTICLE 4:** (Transfer: Health Care Reimbursement Account)

To see if the Town will vote to transfer the sum of \$25,000 from the Fiscal Year 2015 Health Insurance Account to the Health Care Reimbursement Account authorized by Town Meeting as Article 17 of the June 13, 2011 Annual Town Meeting, or act in any manner relating thereto.

**BOARD OF SELECTMEN**  
**VV (Unanimous)**

**ARTICLE 5:** (Chap. 90 Funding Allocation to Rt. 109 Project)

To see if the Town will vote to accept and reserve or to transfer from available funds allocated to the Town under Chapter 90 of the General Laws, or other state acts, the sum of \$400,000.00 to acquire by gift, grant, or eminent domain those interests in real estate necessary for highway construction and improvements to Route 109, and to take any other action relative thereto.

**BOARD OF SELECTMEN**  
**VV (Unanimous)**

**ARTICLE 6:** (Bylaw Amendment: Sewer Extension Moratorium)

To see if the Town will vote to amend the General By-laws by inserting a new Article XXIX as follows:

29.1. Purpose: This by-law is adopted pursuant to the Home Rule Amendment. The purpose of this by-law is to conserve the town's limited available sewage disposal capacity in order to protect the public health and welfare.

29.2. Applicability: Any and all extensions of the town's municipal sewer system are hereby prohibited. No town board, commission, committee, official, or entity shall grant any permit or approval that would allow for the extension of the town's municipal sewer system beyond that currently in existence.

29.3. Connections: Nothing in this by-law shall prevent the grant of a sewer connection permit for property that abuts on that portion of a public or private way with an existing sewer line.

29.4. Severability: If any section of this by-law is ruled invalid by a court of competent jurisdiction, such ruling will not affect the validity of the remainder of the by-law.

or to act in any manner relating thereto.

**BOARD OF SELECTMEN**

**VV**

**2/3 Majority**

**The meeting adjourned at 7:30 PM**

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

Given under our hands in Medway, this 4<sup>th</sup> day of February, 2015.

**A TRUE COPY:**

**SELECTMEN OF THE TOWN OF MEDWAY**

---

Dennis Crowley, Chairman

---

John Foresto, Vice Chairman

---

Richard D'Innocenzo, Clerk

---

Glenn Trindade, Member

---

Maryjane White, Member

**ATTEST:** \_\_\_\_\_  
Paul Trufant, Constable

**TOWN OF MEDWAY**  
**WARRANT FOR MAY 11, 2015**  
**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 11, 2015** at 7:00 PM, then and there to act on the following articles:

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

**ARTICLE 7:** (Free Cash Transfer: Snow and Ice Deficit)

To see if the Town will vote to appropriate the sum of \$400,000 from Certified Free Cash for the purpose of funding the Snow & Ice Fiscal Year 2015 appropriation deficit; or act in any manner relating thereto.

**DEPARTMENT OF PUBLIC SERVICES**

**VV**

**(Unanimous)**

**ARTICLE 8:** (Free Cash Transfer: Street Acceptance Account)

To see if the Town will transfer the sum of \$15,000 from Certified Free Cash to the special Street Acceptance account, or act in any manner relating thereto.

**PLANNING ADMINISTRATOR**

**VV**

**(Unanimous)**

**ARTICLE 9:** (Transfer: Fire Dept. Overtime)

To see if the Town will vote to transfer \$9,238.95, the unexpended balance of an appropriation authorized by vote of the Town for a Fire Department training program under Article 11 of the May 12, 2014 Special Town Meeting, for the purpose of funding Fiscal Year 2015 Fire Department overtime, or to take any other action thereto.

**FIRE CHIEF**

**VV**

**(Unanimous)**

**ARTICLE 10:** (Transfer: Memorial Committee)

To see if the Town will vote to transfer from the Legal Account the sum of \$4,000 for the purpose of funding projects and activities of the Memorial Committee, with unexpended funds as of June 30, 2016 being returned to the General Fund, or act in any manner relating thereto.

**BOARD OF SELECTMEN**

**VV**

**(Unanimous)**

**ARTICLE 11:** (Reserve for Overlay Release)

To see if the Town will vote to transfer from Overlay Surplus the sum of \$7,768.84 to fund a provision for overlay deficit of \$2,124.82 in the year 2000, to fund a provision for overlay deficit of \$2,370.45 in the year 2001, to fund a provision for overlay deficit of \$793.11 in the year 2002, and to fund a provision for overlay deficit of \$2,480.46 in the year 2004, or to act in any manner relating thereto.

**BOARD OF ASSESSORS**

**VV**

**(Unani**

**mous)**

**ARTICLE 12:** (Repurpose Monetary Article: McGovern Generator)

To see if the Town will vote to transfer the sum of \$60,908.11 from previously appropriated article funds for generators at Burke and McGovern Schools (Article 3 of the 2012 Annual Town Meeting and Article 8 of the 2013 Annual Town Meeting) for the purpose of supplementing funds to be used for a new generator and associated work at the McGovern School, said appropriation to be expended by June 30, 2016, with unexpended funds as of June 30, 2016 being returned to the General Fund, or to act in any manner relating thereto.

**BOARD OF SELECTMEN**

**VV**

**(Unanimous)**

**ARTICLE 13:** (Repurpose Funds: Thayer Homestead Improvements)

To see if the Town will vote to transfer a sum of money from the unexpended balance of the Thayer property rehabilitation and construction project authorized by vote of the November 13, 2012 Fall Town Meeting, to make repairs and improvements the Thayer property, including the house, sympathetic addition, barn and grounds, or to act in any manner relating thereto.

**BOARD OF SELECTMEN**

**VOTED: To transfer \$53,279.41 from the unexpended balance of the Thayer property rehabilitation and construction project as set forth in the warrant.**

**VV**

**(Unanimous)**

**ARTICLE 14:** (Prior Year Bills)

To see if the Town will vote to transfer from the Council on Aging's Fiscal Year 2015 electricity account the sum of \$1,687.56 and to transfer from the Dept. of Public Services' Fiscal Year 2015

electricity account the sum of \$5,000 for the purpose of paying unpaid bills of prior years of the Town, or act in any manner relating thereto.

**BOARD OF SELECTMEN**

**VV**

**(Unanimous)**

**ARTICLE 15:** (Extend Expenditure Deadlines –2014 Annual Town Meeting Article 7 – Various Projects)

To see if the Town will vote to extend the expenditure deadline for the following appropriations made by the May 2014 Annual Town Meeting:

|           |                                 |
|-----------|---------------------------------|
| Article 7 | Shaw Street Bridge Repair       |
| Article 7 | Town-wide Facility Improvements |
| Article 7 | Cassidy Field Bathroom          |

Said appropriations to be expended by June 30, 2016 with unexpended funds as of June 30, 2016 being returned to the General Fund, or act in any manner relating thereto.

**BOARD OF SELECTMEN**

**VV**

**(Unani**

**mous)**

**The meeting adjourned at 7:17 PM**

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

Given under our hands in Medway, this 14<sup>th</sup> day of April 2015.

**A TRUE COPY:**

**SELECTMEN OF THE TOWN OF MEDWAY**

---

Dennis Crowley, Chairman

---

John Foresto, Vice Chairman

---

Richard D’Innocenzo, Clerk

---

Glenn Trindade, Member

---

Maryjane White, Member

**ATTEST:** \_\_\_\_\_  
Paul Trufant, Constable



| TOWN OF MEDWAY      |        |        |        |        |       |
|---------------------|--------|--------|--------|--------|-------|
| 19-May-15           |        |        |        |        |       |
| TOWN ELECTION       |        |        |        |        |       |
|                     | Prec.1 | Prec.2 | Prec.3 | Prec.4 | Total |
| BOARD OF SELECTMEN  |        |        |        |        |       |
| Dennis Crowley      | 142    | 146    | 165    | 172    | 625   |
| Richard D'Innocenzo | 126    | 131    | 142    | 164    | 563   |
| Scatterings         | 5      | 6      | 3      | 18     | 32    |
| Blanks              | 75     | 85     | 80     | 94     | 334   |
| Total               | 348    | 368    | 390    | 448    | 1554  |
| TOWN CLERK          |        |        |        |        |       |
| Maryjane White      | 148    | 166    | 178    | 197    | 689   |
| Scatterings         | 0      | 0      | 0      | 0      | 0     |
| blanks              | 26     | 18     | 17     | 27     | 88    |
| Total               | 174    | 184    | 195    | 224    | 777   |
| BOARD OF HEALTH     |        |        |        |        |       |
| John A. Mill III    | 145    | 148    | 161    | 177    | 631   |
| Scatterings         | 0      | 0      | 1      | 0      | 1     |
| Blanks              | 29     | 36     | 33     | 47     | 145   |
| Total               | 174    | 184    | 195    | 224    | 777   |
| SCHOOL COMMITTEE    |        |        |        |        |       |
| Jeffrey Devolder    | 100    | 87     | 79     | 101    | 367   |
| Anh Lee             | 71     | 93     | 113    | 117    | 394   |
| Scatterings         | 1      | 0      | 0      | 1      | 2     |
| Blanks              | 2      | 4      | 3      | 5      | 14    |
| Total               | 174    | 184    | 195    | 224    | 777   |
| PARK COMMISSION     |        |        |        |        |       |
| Paul S Mahoney      | 80     | 86     | 119    | 137    | 422   |
| Paul Martin         | 70     | 71     | 44     | 65     | 250   |
| Scatterings         | 0      | 1      | 0      | 1      | 2     |
| Blanks              | 24     | 26     | 32     | 21     | 103   |
| Total               | 174    | 184    | 195    | 224    | 777   |

|                  |     |     |     |     |      |
|------------------|-----|-----|-----|-----|------|
| Library Trustees |     |     |     |     |      |
| Diane Burkhardt  | 135 | 142 | 148 | 170 | 595  |
| Cheryl Macneil   | 116 | 131 | 136 | 160 | 543  |
| Scattering       | 2   | 0   | 1   | 0   | 3    |
| Blanks           | 95  | 95  | 105 | 118 | 413  |
| Total            | 348 | 368 | 390 | 448 | 1554 |

#### WATER/SEWER COMMISSION

|                 |     |     |     |     |     |
|-----------------|-----|-----|-----|-----|-----|
| Cranston Rogers | 136 | 143 | 151 | 168 | 598 |
| Scattering      | 0   | 0   | 0   | 0   | 0   |
| Blanks          | 38  | 41  | 44  | 56  | 179 |
| Total           | 174 | 184 | 195 | 224 | 777 |

#### HOUSING AUTHORITY

|                    |     |     |     |     |     |
|--------------------|-----|-----|-----|-----|-----|
| Helen T. O'Donnell | 138 | 144 | 162 | 183 | 627 |
| Scattering         | 0   | 0   | 0   | 0   | 0   |
| Blanks             | 36  | 40  | 33  | 41  | 150 |
| Total              | 174 | 184 | 195 | 224 | 777 |

#### PLANNING AND ECONOMIC BOARD

|            |     |     |     |     |     |
|------------|-----|-----|-----|-----|-----|
| Thomas Gay | 137 | 153 | 157 | 179 | 626 |
| Scattering | 1   | 0   | 0   | 0   | 1   |
| Blanks     | 36  | 31  | 38  | 45  | 150 |
| Total      | 174 | 184 | 195 | 224 | 777 |

Total number of registered voters 8840

TOWN OF MEDWAY  
DEATHS RECORDED IN THE TOWN OF MEDWAY  
2015

| MONTH | NAME                     | RESIDENCE | AGE |
|-------|--------------------------|-----------|-----|
| JAN   |                          |           |     |
| 04    | JANET W. BETTLESTONE     | FRANKLIN  | 79  |
| 04    | LEON LANDRY              | MEDWAY    | 70  |
| 09    | MARY E. CAROLSELLI       | NEEDHAM   | 94  |
| 12    | SHIRLEY M. ANTOBENEDETTO | MEDWAY    | 87  |
| 12    | EILEEN HUMPHREY          | HOLLISTON | 91  |
| 15    | FERN ELIZABETH WILLIAMS  | MEDWAY    | 57  |
| 19    | DAVID GARRATT HOAG       | MEDWAY    | 89  |
| 16    | ANNA FORMICHELLI         | MEDWAY    | 90  |
| 30    | ISAAC BERNARD COLO       | MEDWAY    | 92  |
| FEB   |                          |           |     |
| 01    | WILLIAM FRANCIS SMITH    | MEDWAY    | 80  |
| 05    | MARY JUDITH PRICE        | MEDWAY    | 67  |
| 07    | MILDRED BATEMAN          | MEDWAY    | 93  |
| 08    | KATHERINE M. SMITH       | MEDWAY    | 87  |
| 10    | MARJORIE H. RICE         | MEDWAY    | 85  |
| 14    | KATHLEEN JAYNE POLAND    | MEDWAY    | 91  |
| 14    | HELEN MILDRED ELLSWORTH  | MEDWAY    | 96  |
| 17    | MARJORIE C. CHAGANIS     | MILFORD   | 58  |
| 21    | WILLIAM STEVEN RONCA JR. | MEDWAY    | 45  |
| 22    | GERALD LEROY BURCHALL    | MEDWAY    | 71  |
| MAR   |                          |           |     |
| 07    | ROBERT X. MURPHY SR.     | MEDWAY    | 80  |
| 09    | DORIS RITA DAWSON        | MEDWAY    | 72  |
| 10    | HAROLD RONALD JONES      | MEDWAY    | 88  |
| 16    | LASSITER C. WOODLEY JR.  | MEDWAY    | 61  |
| 16    | FREDERICK H. MCMASTER    | MEDWAY    | 99  |
| 17    | VIRGINIA A. MULREY       | MEDWAY    | 92  |
| 20    | GORDON LOUIS CROSBY      | MEDWAY    | 83  |
| 25    | MARCELLA SHEINKOPF       | MEDWAY    | 100 |
| 27    | CARMELLA M. PAGUCCI      | MILFORD   | 96  |
| 27    | DOROTHY RITA GILLCRIST   | MEDWAY    | 89  |
| 28    | DOROTHY A. BARRY         | MEDWAY    | 82  |
| APR   |                          |           |     |
| 01    | JANET ANN DAVIS          | MEDWAY    | 52  |
| 01    | JEROME ALBERT HANLON     | MEDWAY    | 90  |

|    |                           |              |    |
|----|---------------------------|--------------|----|
| 02 | NANCY JANE PICKERING      | MEDWAY       | 79 |
| 02 | JOHN E. ALEXANDER ST.     | MEDWAY       | 87 |
| 03 | ELIZABETH A. COYLE        | MEDWAY       | 77 |
| 04 | JOHN W. PERRON            | MEDWAY       | 61 |
| 04 | RICHARD L. SIMARD         | MEDWAY       | 79 |
| 05 | ADELINE M GIALONARDO      | MEDWAY       | 97 |
| 08 | WILLIAM MYER SCHAVRIEN    | MEDWAY       | 79 |
| 09 | ANNE WHALEN               | MEDWAY       | 92 |
| 12 | RICHARD WILLARD SCANNELL  | MEDWAY       | 67 |
| 16 | CYNTHIA LEE REDING        | MEDWAY       | 56 |
| 17 | NANCY SHIRLEY O'DONNELL   | MEDWAY       | 76 |
| 21 | JAMES KAZIJIAN SR.        | MEDWAY       | 83 |
| 21 | WILLIAM A. CHRISTOPHERSON | MEDWAY       | 85 |
| 24 | MORAD FAWZI BAKHIT        | MEDWAY       | 75 |
| 29 | ELIZABETH LOUISE KEENAN   | N. ATTLEBORO | 82 |
| 30 | MARY L. GARRON            | MEDWAY       | 87 |

#### MAY

|    |                           |           |    |
|----|---------------------------|-----------|----|
| 01 | THOMAS J. KELLY ST.       | MEDWAY    | 72 |
| 03 | JAMES HAROLD KARMERS      | MEDWAY    | 73 |
| 05 | DIANE P. WHITE            | MEDWAY    | 64 |
| 05 | MARY J. MELA              | MEDWAY    | 90 |
| 07 | MARGARET M. STOUGHTON     | FRANKLIN  | 86 |
| 13 | ROBERT EDWARD DAULEY      | MEDWAY    | 59 |
| 17 | CLARA J. JOHNSTON         | FRANKLIN  | 96 |
| 17 | FRANCIS ALEXANDER RYAN    | MEDWAY    | 71 |
| 18 | PHILLIP A. MOULTON        | MEDWAY    | 64 |
| 20 | ETHEL WINIFRED HIGGINS    | HOLLISTON | 94 |
| 21 | RONALD JOSEPH DOLLOFF SR. | MEDWAY    | 82 |
| 24 | EUGENE L. BARTELLONI      | MEDWAY    | 72 |
| 24 | RICHARD JOSEPH KEOUGH JR. | MEDWAY    | 57 |
| 26 | KERMIT B. SCHULZ          | MILLIS    | 83 |
| 26 | ELIZABETH LYDIA GUSTIN    | MEDWAY    | 87 |
| 27 | JAMES L. LAFORT           | WALTHAM   | 92 |

#### JUN

|    |                       |           |    |
|----|-----------------------|-----------|----|
| 07 | HARRIET J. PRIDE      | MILLIS    | 84 |
| 11 | DAVID EDWARD KANE JR. | MEDWAY    | 36 |
| 16 | DAVID R. VECCHIOLLA   | MILFORD   | 70 |
| 17 | MARY VIRGINIA NORTON  | MEDWAY    | 89 |
| 19 | LORRAINE LOUISE KILTY | HOLLISTON | 90 |
| 21 | DEIRDRE ANNE MELOSKI  | MEDWAY    | 66 |
| 25 | JANE LOUISE LEMIRE    | MEDWAY    | 78 |
| 26 | VINCENT PAUL BONO     | MEDWAY    | 60 |

|     |                          |               |    |
|-----|--------------------------|---------------|----|
| 28  | BARBARA A. WALDRON       | MEDWAY        | 91 |
| 28  | HELEN V. CHICOINE        | MEDWAY        | 90 |
| 30  | GLORIA J. LAWYER         | BELLINGHAM 80 |    |
| JUL |                          |               |    |
| 06  | CONTENT L. O'BRIEN       | MEDWAY        | 82 |
| 06  | GERALDINE LYDEN          | MEDWAY        | 95 |
| 09  | ITALIA A. CONTI          | MEDWAY        | 82 |
| 09  | ROMUALD ZULAWNIK         | MEDWAY        | 90 |
| 17  | DANIEL F. SCANLON        | MEDWAY        | 83 |
| 18  | HAROLD G. BANTA          | MEDWAY        | 97 |
| 19  | BEATRICE M. GANNON       | MEDWAY        | 89 |
| 28  | GARY E. THOMPSON         | MEDWAY        | 70 |
| 29  | PAULINE ANNE POWERS      | MEDWAY        | 84 |
| AUG |                          |               |    |
| 01  | ELIZABETH C. LACROIX     | MILLIS        | 82 |
| 03  | RICHARD PAYNE RAPPAPORT  | HOLLISTON     | 88 |
| 05  | MARIAN L. LA FRENIERE    | MEDWAY        | 60 |
| 05  | FLORENCE A. CIPOLETTA    | MEDWAY        | 87 |
| 06  | DORIS M. CATALDO         | MEDWAY        | 88 |
| 10  | BARBARA L. CRAGO         | MEDWAY        | 82 |
| 14  | SANDRA L. CONSOLETTI     | MEDWAY        | 64 |
| 20  | CARLO MOLINARI JR.       | MEDWAY        | 71 |
| 22  | JAMES R. HORGAN          | MEDFIELD      | 69 |
| 24  | KENNETH A. WHITCOMB JR.  | MEDWAY        | 86 |
| 29  | ALVENA C. WINGET         | MEDWAY        | 87 |
| SEP |                          |               |    |
| 05  | JANET A. H. MACLAREN     | MEDWAY        | 92 |
| 06  | ELEANOR M. HUTCHINSON    | FALMOUTH      | 90 |
| 09  | KERRI ANN BURKE          | MEDWAY        | 36 |
| 12  | JOSEPH STULA             | MILLIS 84     |    |
| 23  | JONATHAN DAVID COHEN     | MEDWAY        | 41 |
| 26  | RICHARD C. SHANNON       | MEDWAY        | 78 |
| 28  | RICHARD PAUL MALMBERG II | MEDWAY        | 59 |
| 28  | NANCY R. SLACK           | MEDWAY        | 67 |
| 29  | ALICE MAE TINGLEY        | MEDWAY        | 79 |
| OCT |                          |               |    |
| 01  | ROBERT E. EKSTROM SR.    | FRANKLIN      | 83 |
| 04  | EILEEN C. BRUNDAGE       | MEDWAY        | 87 |

|     |                            |             |    |
|-----|----------------------------|-------------|----|
| 04  | ANGELO FIORILLO            | FRANKLIN    | 87 |
| 18  | ESTHER PATRICIA DOLLOFF    | MEDWAY      | 79 |
| 18  | EDWARD FONTANELLA          | MEDWAY      | 93 |
| 22  | GEORGE F. WELLS            | MEDWAY      | 69 |
| 26  | PAMELA SHEILA HOLMES       | MEDWAY      | 63 |
| 28  | MARJORIE A. SHEA           | MEDWAY      | 78 |
| 29  | LILLIAN G. BURKE           | MEDWAY      | 85 |
| 29  | GEORGE A. CARAM JR.        | MEDWAY      | 80 |
| 30  | MADELINE SOHOEL LAMSON     | MEDWAY      | 17 |
| NOV |                            |             |    |
| 04  | GINA M. GOVONI             | MEDWAY      | 52 |
| 13  | JOHN VALENTI               | MILFORD     | 87 |
| 15  | LOUIS R. LANDRY            | FRANKLIN    | 62 |
| 18  | WILLIAM L. CHESMORE        | FRANKLIN    | 90 |
| 20  | DONALD J. D'INNOCENZO      | MEDWAY      | 68 |
| 21  | HELEN J. COLANANNI         | MEDWAY      | 88 |
| 21  | FRANK M. WARREN JR.        | MEDWAY      | 89 |
| 24  | HAROLD WILSON BEMIS        | BREWSTER    | 89 |
| 28  | ELTA CHRISTINE SYVERSON    | WRENTHAM    | 98 |
| 30  | EDITH MOYNIHAN             | MEDWAY      | 90 |
| 30  | BERTHA H. WASNEWSKY        | FRANKLIN    | 87 |
| DEC |                            |             |    |
| 05  | DOROTHY L. GALLOWAY        | NORTHBRIDGE | 72 |
| 08  | DOROTHY ELIZABETH CALLAHAN | MEDWAY      | 82 |
| 13  | MARCIA JEAN FINKELSTEIN    | MEDWAY      | 87 |
| 13  | CAROLINE MACKENZIE CORRE   | MEDWAY      | 19 |
| 18  | ROBERT J. O'BRIEN          | MEDWAY      | 89 |
| 24  | ROBERT HABEEB              | MILFORD     | 78 |
| 27  | DOROTHY C. EFFGEN          | MEDWAY      | 90 |
| 30  | GASPARE P. FAVARA          | FRANKLIN    | 94 |

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

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

### Description of services include:

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

### Accomplishments for the year include:

- Conducted 2 Flu Clinics one at the Senior Center and the other at the High School on October 15<sup>th</sup> and vaccinated 218 people
- Renewed our nursing contract with Salmon VNA & Hospice out of Milford, MA -  
Worked on the revision of the Medway Animal Regulations
- Department of Public Health Epidemiology Program accepted grant application for Internship with Medway Board of Health
- Hosted a ServSafe Class for Local Business
- Ran a "Smoke Free Forum" at the High School with the Tobacco Coordinator
- Applied and received new AED pads and batteries from Region 2
- Introduced DPH's "Bite Lab" to Memorial School, McGovern School and Medway Middle School

Respectfully submitted,

Beth Hallal, R. S.  
Health Director

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



Millstone Village under construction

### **Purpose**

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

### **Procedure**

The Building department reviews applications for building permits to construct, alter, repair, remove or demolish a structure. Once application have been approved by the building official a building permit will be issued. The building Inspectors will then make the appropriate periodic inspections. Electrical, Plumbing, Gas and Sheet Metal permits are also issued from this department. Once approved the inspectors will conduct the appropriate inspections. Additionally, this department enforces all Zoning Variance, Special Permits and Site Plan Approvals. On a regular basis we conduct periodic safety inspections at places of assembly, restaurants, religious institutions, child daycare facilities, and other places of assembly. This department also fields numerous complaints from various town department as well as the



public. Some of these complaints result in fines or prosecution when necessary to obtain code compliance.

The Building Department has come a long way with issuing permits on-line. We currently have applications coming in electronically and allow payments on-line which saves substantial time for the applicant.

### **Staffing and Operations**

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

- |                      |                                    |
|----------------------|------------------------------------|
| • Fran Hutton Lee    | Administrative Assistant           |
| • John Naff          | on call Building Inspector         |
| • Scott Guyette      | Inspector of Wires                 |
| • Jeff Hovey         | Inspector of Wires                 |
| • James Coakley      | Plumbing / Gas Inspector           |
| • Gerald Smolinsky   | Assistant Plumbing / Gas Inspector |
| • W. James Allshouse | Sealer of Weights & Measures       |

### **Building Permit issued in 2015**

|                                    |     |
|------------------------------------|-----|
| Single Family Dwellings            | 16  |
| Multi Family Dwellings             | 9   |
| Additions / Renovations            | 153 |
| Commercial Renovations / Additions | 96  |
| Commercial Tenant Fit-up           | 1   |
| Commercial Trailer                 | 8   |
| Signs                              | 19  |
| Solar                              | 95  |
| Roof, Windows, Siding              | 181 |
| Decks, Porches                     | 33  |
| Demolitions                        | 7   |
| Garages                            | 3   |
| Pools, Hot Tubs                    | 13  |
| Wood Stoves / Fireplace Inserts    | 23  |
| Utility Buildings                  | 15  |
| Mechanical Permits                 | 47  |
| Tents - Other                      | 15  |

|                               |               |
|-------------------------------|---------------|
| TOTAL BUILDING PERMITS ISSUED | 1825          |
| TOTAL COST OF CONSTRUCTION    | \$ 24,006,531 |
| PERMIT FEES COLLECTED         | \$ 226,691    |

There were 278 Gas Permits issued in 2015 resulting in \$15,460 fees being paid.

There were 346 Plumbing Permits issued in 2015 resulting in \$24,384 fees being paid.

There were 442 Electrical Permits issued in 2015 resulting in \$25,315 fees being paid.

Respectfully submitted,

Jack Mee



Tri Valley Plaza under construction

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

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

In FY 16 the Medway Fire Department again continues to be progressive in our pursuit to offer excellence in customer service. This year the department trained several more of its members to a National certification of a Firefighter I & II Level. We also graduated another member from the Massachusetts Firefighting Academy this year. Congratulations to those members. We are continuing to train the rest of our members to this certification, as well as, training our officers and officer candidates to a National certification of Fire Instructor and Fire Officer I. The department trained in firefighter rapid intervention, rescuing trapped firefighters. The Medway Fire Department hosted medical helicopter training, as well as, gas pipeline training for several area departments. In November several of our officers participated in the Norfolk County Fire Chief's professional development day once again. The department was also active with the Regional Emergency Planning Committee. Once again the department held live fire training in an acquired structure. We were also very busy with potential large scale projects proposed to be built in town. Congratulations to Michael Fasolino on his promotion to the position of Assistant Chief. He will be instrumental in moving the department's training program forward, as well as, provide many other administrative functions. We also continue to work diligently with other area fire departments in a collaborative effort to provide automatic aid for quicker and safer responses for our residents and our firefighters.

We had several significant events requiring our response. A major gas leak was successfully controlled with minimum disruption to gas customers, a CO leak in a Day Care detected by off duty Lieutenant Matt Anzivino averting potential disaster, and several major motor vehicle accidents are just a few of those calls. The opioid overdose epidemic affected Medway as well, and again, members along with the Medway Police and Events EMS, our ALS provider were successful in saving lives. Members are actively participating in regional collaborative to deal with this epidemic.

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

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

I would like to take this time to publically thank the men and women of the Medway Fire Department for their dedicated service to the Department and Town of Medway. The past year has once again served to make me prouder of the way these men and women represent the Department. In the past year we also witnessed the passing of Retired Chief Jerome Hanlon, Retired Assistant Chief George Caram, Retired Assistant Chief Robert Heavey, Retired Firefighter Kenneth Brinkman, and Retired Firefighter Gordon Crosby. I would like to take the time to remember all of our departed members who will be missed but never forgotten.

Additionally, thank you to the Board of Selectmen, Finance Committee, and Capital Improvement Committee for their continued support. Town Administrator Michael Boynton has also been instrumental in helping continue to move the department forward. Thank you to all of the team members of Town Hall, DPS and of course the Medway Police Department and School Department. All of their help has made my department stronger.

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

Respectfully Submitted,

Chief Jeffrey P. Lynch

The equipment of the Department is as follows:

Station #1

|          |      |                   |                     |
|----------|------|-------------------|---------------------|
| Engine 1 | 2010 | 1250 GPM          | Excellent Condition |
| Ladder 1 | 2013 | 100' Aerial       | Excellent Condition |
| Brush 1  | 1997 |                   | Fair Condition      |
| Tanker 1 | 2014 | 3,000 Gal. Tanker | Exc. Condition      |

Station #2

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

EMS

|    |      |         |                |
|----|------|---------|----------------|
| A1 | 2012 | Modular | Good Condition |
| A2 | 2005 | Modular | Fair Condition |

## **FIRE DEPARTMENT**

### **Fire Chief/EMT**

\*Jeffrey P. Lynch

### **Deputy Chief**

Allen Tingley

### **Assistant Chief**

James Smith

### **Assistant Chief/EMT**

\*Michael Fasolino

### **Administrative Assistant**

Natalie Lennon

### **Station One**

\*Thomas Irwin – Captain/EMT  
Robert O’Neill- Lieutenant/  
EMT  
Peter Trufant- Lieutenant

### **Station Two**

Joseph MacDougall-Captain/  
EMT  
Michael Leland- Lieutenant

### **Emergency Medical Services**

\*David Leavenworth- Coordinator  
Timothy Raftery- Assistant  
Coordinator  
Vacant- Training Coordinator

### **Firefighters**

Lt. Peter Trufant  
Lt. Michael Leland  
Byron Vinton  
William Scherer  
Jason Vinton  
Christine Verdolino  
Connor Westenfield

### **Firefighters/EMTs**

Captain Joseph MacDougall  
\*Capt. Thomas Irwin  
\*Lt. Mathew Anzivino  
\*Lt. Brian Tracy  
\*Lt. Craig Vinton  
\*David Leavenworth  
\*Steven Brody  
Lt. Robert O’Neill  
Kevin Vinton  
Alan Weiner  
\*Kevin Moreau  
Andrew Mahan  
Christopher Stygles  
Jack Cooper

### **EMTs**

Michael Heavey  
Timothy Raftery

\*Full Time

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

I am pleased to submit my Annual Report for the Police Department, for the calendar Year ending December 31, 2015

During the year the Department applied for and received grants from the Massachusetts Statewide Emergency Telecommunications Board (911 training) for \$30,194 and we also applied for and received an EMPG grant from The Massachusetts Emergency Management Agency totaling \$3,220 dollars to be used towards the purchase of additional electronic equipment to enhance our command post at the police station. We also received a generous donation of bike helmets from the Project Alex Foundation.

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

In 2015 the Police Department received a citation from the Southern New England AAA in recognition of nine years without any pedestrian fatalities within the Town of Medway.

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

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

This year, as a result of town meeting funding, the police department added a 2016 Polaris UTV (Utility Terrain Vehicle) to the patrol fleet. The fully marked UTV patrol vehicle will be deployed to patrol areas within the town that are inaccessible to normal patrol vehicles. The UTV patrol vehicle is registered for roadway operation along with the ability to travel over rough terrain and non-paved roadways, during the course of normal patrol operations or for search and rescue missions. This vehicle is equipped with tires for operations during the spring, summer and fall and can be changed over to track operation during the winter snowy months.

The UTV will be a great resource in allowing us to start patrolling and monitoring the various walking trails and paths located throughout the town along with the gas lines and high tension lines.

This vehicle is equipped with a slide in stretcher carrier that will allow us the ability to transport injured individuals out of wooded areas or trails that are not accessible to normal patrol vehicles.

The UTV will also prove to be invaluable during natural disasters such as snow storms, ice storms, high wind events, when the use of a traditional vehicles might not be feasible.

The UTV will also be deployed during special events such as Medway Pride Day, Family Fun Day and the Christmas Parade and Fireworks.

This year also brought sadness to the department with the passing of long time retired Medway Police Sergeant Leroy "Roy" Eisner. Leroy was a member of the department attaining the rank of Sergeant from 1955 until 1966 before moving to a law enforcement career in the south.

Current department members of the department got to know Leroy in recent years and enjoyed

the time spent with him reminiscing about the years he spent with the Medway Police Department.

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

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

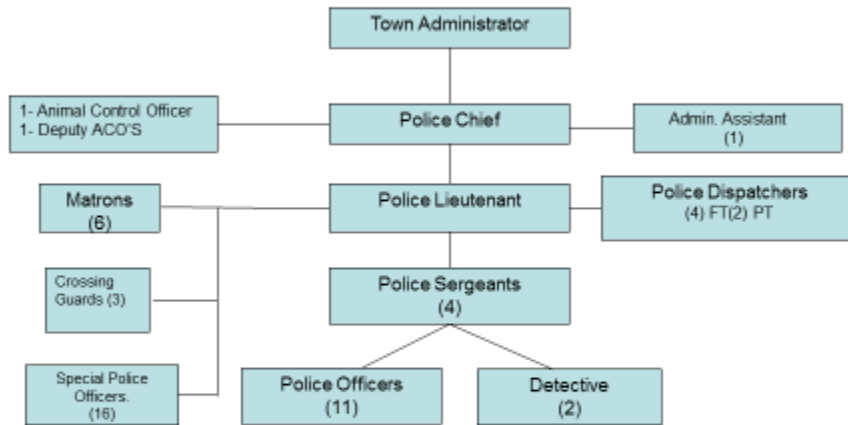
I would also offer my thanks to all members of the Medway Police Department for a job well done.

Respectfully Submitted

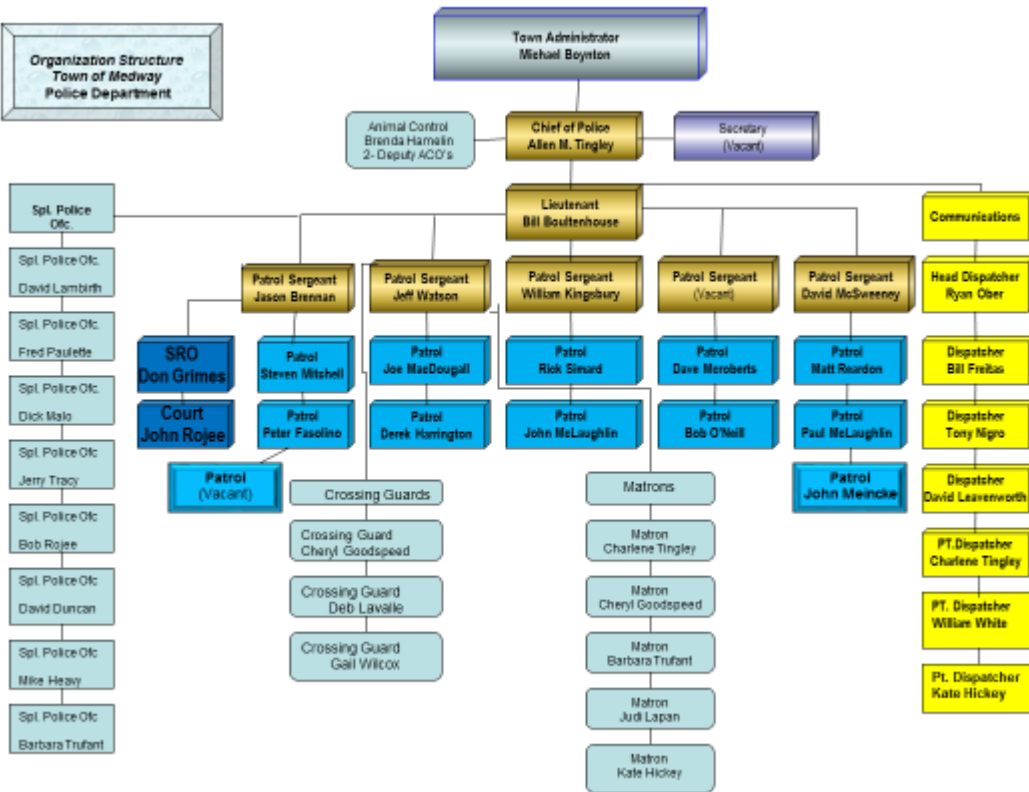
Allen M. Tingley  
Chief of Police



**Town of Medway  
Police Department  
2015**



**Organization Structure  
Town of Medway  
Police Department**



**MEDWAY POLICE DEPARTMENT**

**2015**

**CHIEF OF POLICE**

**Allen M. Tingley**

**LIEUTENANT**

**William K. Boultenhouse**

**SERGEANTS**

**William H. Kingsbury**

**David J. McSweeney**

**Jason P. Brennan**

**Jeffrey W. Watson**

**DETECTIVE**

**Matthew Reardon**

**Donald P. Grimes**

**POLICE OFFICERS**

**David W.J. McRoberts**

**Robert E. O'Neill, Jr**

**Paul T. McLaughlin**

**Joseph R. MacDougall**

**Stephen F. Mitchell**

**Peter Fasolino**

**Richard L. Simard, II**

**Derek P. Harrington**

**Ryan Ober**

**John N. Rojee**

**John Meincke**

**Administrative Assistant**

**Erin Sullivan**

**POLICE & FIRE COMMUNICATIONS Officers**

**William Freitas \***

**William White**

**Anthony Nigro**

**Tom Godino**

**Carl Shepard**

**Andrew Mahan \***

**Ryan Kingsbury \***

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

**PERMANENT INTERMITTENT POLICE OFFICERS**

**William Freitas**

**Thomas Hamano**

**SPECIAL POLICE OFFICERS**

**David Lambirth**

**Frederick Paulette**

**Richard Malo**

**Jerry Tracy**

**James Boyan**

**Robert Rojee**

**Kevin Brennan**

**Michael Heavey**

**Charlene Tingley**

**Barbara Trufant**

**Cheryl Goodspeed**

**David Leavenworth**

**Andrew Mahan**

**Matthew Anzivino**

**David Duncan**

**(Photographer)**

**Jerry Tracy**

**SCHOOL TRAFFIC CROSSING GUARDS**

**Cheryl Goodspeed**

**Deborah Lavalle**

**Gale Wilcox**

**MATRONS**

**Charlene Tingley**

**Barbara Trufant**

**Cheryl Goodspeed**

**Judi LaPan**

**Gale Wilcox**

## **Medway Police Department**

### **VISION STATEMENT:**

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

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

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

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

### **MISSION STATEMENT:**

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

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

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

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

## **Description of Services**

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

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

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

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

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

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

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

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

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

### **E. Traffic Enforcement**

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

### **F. Public Service**

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

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

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

**H. Use of Resources**

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

**J. Interdepartmental Cooperation**

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

## **Reporting Suspicious Persons and Activities**

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

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

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

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

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

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

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

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

**Recognizing Suspicious Persons:**

- People going door-to-door in a residential area and one or more of the subjects going into the back or side yard. A person going door-to-door could be looking for homes to break into.
- Someone waiting in front of a house when the homeowners are absent.
- Someone forcing entrance to or tampering with a home or vehicle.
- A person running carrying items of value. (TV or stereo) A person concealing something under their clothing.
- Persons offering items for sale at a very low price.
- Persons coming to your door with unusual requests, especially if yours is the only home approached.
- A person exhibiting unusual mental or physical symptoms (person may be injured, under the influence of drugs, or otherwise needing medical attention).
- Heavy traffic to and from a residence, particularly if it occurs on a daily basis (drug dealing, vice, or fencing stolen property).
- Someone looking into windows of parked cars.
- A stranger sitting in a car or stopping to talk to a child.
- A person or persons loitering on your street or around playgrounds or clubhouse.
- Persons being forced into vehicles.
- Persons wearing or carrying bloody clothing.
- Persons making a quick change of vehicles.
- Someone running, especially at night, could be fleeing a crime scene.
- A person with a weapon.
- Person or persons wearing clothing, bandannas, caps, or other attire that spells trouble.

**Recognizing Suspicious Vehicle Activity:**

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

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

unusual hour.

- Unknown vehicle parked in a neighbor's driveway.
- Loitering around parked cars

### **Recognizing Suspicious Sounds:**

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

- Gunshots
- Alarms
- Breaking Glass
- Loud music
- Pounding
- Unusual dog barking
- Screams for help, continuous screaming, or screaming and cursing
- Loud or unusual noises
- Sound of your doorbell, and then nobody being at the door
- Voices in your yard or in the neighborhood, late at night

### **Other Things to Think about:**

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

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



POLICE INVESTIGATIONS AND ASSISTANCE  
CRIMINAL AND NON-CRIMINAL

|  |      |
|--|------|
| ALARMS – COMMERCIAL                              | 190  |
| ALARMS – BANK                                    | 3    |
| ALARMS – MUNICIPAL                               | 74   |
| ALARMS – RESIDENTIAL                             | 170  |
| AMBULANCE ASSISTANCE                             | 1120 |
| ANIMAL CONTROL CALLS                             | 242  |
| ANNOYING/HARASSING TELEPHONE CALLS               | 17   |
| ARRESTS – OPERATING UNDER THE INFLUENCE ALCOHOL  | 1    |
| ARRESTS – OPERATING UNDER THE INFLUENCE OF DRUGS | 2    |
| ASSAULT OR A&B                                   | 12   |
| ASSIST ELDERLY                                   | 44   |
| ASSIST OTHER POLICE DEPARTMENTS                  | 145  |
| BREAKING & ENTERING                              | 20   |
| BREAKING & ENTERING MOTOR VEHICLE                | 24   |
| BYLAW VIOLATION – MOTOR VEHICLE                  | 25   |
| BYLAW VIOLATION – OTHER                          | 9    |
| BYLAW VIOLATION – SOLICITOR                      | 20   |
| CAR SEAT INSPECTIONS                             | 25   |
| CIVIL COMPLAINTS                                 | 56   |
| DISINVITATION LETTERS                            | 9    |
| DISORDERLY PERSONS                               | 3    |
| DISTURBANCES                                     | 139  |
| DOMESTIC DISPUTES                                | 81   |
| FIGHTS IN PROGRESS                               | 5    |
| FIRE – ALARM                                     | 160  |
| FIRE – BRUSH                                     | 16   |
| FIRE – INVESTIGATION                             | 304  |
| FIRE – STRUCTURE                                 | 23   |
| FIRE – VEHICLE                                   | 2    |
| FIREWORKS COMPLAINT                              | 8    |
| FOLLOW UP INVESTIGATION                          | 326  |
| FUNERAL ESCORT                                   | 30   |
| GAS RUN OFFS                                     | 2    |
| GENERAL INFO                                     | 324  |
| GUN SHOTS REPORT                                 | 25   |
| HARRASMENT                                       | 28   |
| IDENTITY FRAUD                                   | 47   |
| ILLEGAL DUMPING                                  | 6    |
| INVESTIGATION                                    | 42   |
| KEEP PEACE                                       | 6    |
| KEY LOG  | 5    |

|                                   |     |
|-----------------------------------|-----|
| LARCENY                           | 71  |
| LARCENY – VEHICLE                 | 5   |
| LARCENY BY CHECK                  | 10  |
| LARCENY BY CREDIT CARD            | 9   |
| LARCENY FROM MOTOR VEHICLE        | 10  |
| LOCKOUT                           | 158 |
| LOST OR STOLEN                    | 89  |
| MISSING CHILD                     | 10  |
| MISSING CHILD LOCATED             | 10  |
| MISSING PERSON                    | 9   |
| MISSING PERSON LOCATED            | 9   |
| MOTOR VEHICLE – ERRATIC OPERATION | 191 |
| MOTOR VEHICLE DISABLED            | 201 |
| MOTOR VEHICLE VIOLATION           | 872 |
| MUTUAL AID – FIRE                 | 27  |
| MUTUAL AID – METRO LEC            | 25  |
| MV ABANDONED                      | 2   |
| NATURAL GAS LEAK                  | 11  |
| NEIGHBOR DISPUTE                  | 12  |
| NOTICE TO ALL                     | 103 |
| OFFICER INJURED                   | 7   |
| OFFICER REQUEST                   | 166 |
| OPEN DOOR                         | 25  |
| PARKING VIOLATION                 | 70  |
| PISTOL PERMIT                     | 144 |
| POWER FAILURE                     | 13  |
| PRISONER BAILED                   | 32  |
| PRISONER CHECK                    | 646 |
| PRISONER FED                      | 51  |
| PRISONER INFO                     | 170 |
| PRISONER TRANSPORT                | 42  |
| PROJECT LIFE SAVER                | 0   |
| PROPERTY DAMAGE – PRIVATE         | 22  |
| PROPERTY DAMAGE – MUNICIPAL       | 6   |
| PROPERTY RECEIVED                 | 33  |
| PROPERTY RELEASED                 | 78  |
| PROTECTIVE CUSTODY – RELEASED     | 19  |
| PROTECTIVE CUSTODY                | 22  |
| RADAR BOARD                       | 25  |
| RADAR REQUESTED                   | 50  |
| RECOVERED STOLEN                  | 7   |
| REPOSSESSION                      | 13  |
| ROAD HAZZARD                      | 160 |
| RUOK                              | 6   |

|   |       |
|---|-------|
| SAFETY HAZZARD                                | 48    |
| SAFETY OFFICER                                | 17    |
| SECTION 12 ORDER                              | 21    |
| SECTION 35 – WARRANT OF APPREHENSION          | 6     |
| SECURITY CHECK                                | 1,940 |
| SELECTIVE ENFORCEMENT                         | 113   |
| SEX OFFENDER REGISTRATION                     | 9     |
| SEXUAL ASSAULT -CHILD                         | 9     |
| SEXUAL ASSAULT – ADULT                        | 1     |
| SHIFT INFO                                    | 2,276 |
| SHOPLIFTING                                   | 5     |
| SRO ACTIVITY                                  | 180   |
| SUDDEN DEATH                                  | 11    |
| SUICIDE ATTEMPT                               | 2     |
| SUICIDE THREAT                                | 21    |
| SUMMONS SERVICE                               | 18    |
| SURVIELLANCE BY P.I.                          | 12    |
| SUSPICIOUS ACTIVITY                           | 221   |
| SUSPICIOUS MOTOR VEHICLE                      | 288   |
| SUSPICIOUS PERSON                             | 126   |
| THREATENING                                   | 30    |
| TRAFFIC CONTROL                               | 245   |
| TRAFFIC ENFORCEMENT                           | 13    |
| TRAINING                                      | 8     |
| TRANSPORTATION                                | 24    |
| TREE DOWN                                     | 29    |
| TRUANT CHILD                                  | 4     |
| UNWANTED PARTY                                | 22    |
| VACATION CHECK                                | 47    |
| VANDALISM                                     | 74    |
| WARRANTS                                      | 75    |
| WATER DEPARTMENT                              | 39    |
| WEATHER CHANGE                                | 11    |
| WELL BEING CHECK                              | 180   |
| WIRES DOWN                                    | 54    |
| WORK LAW VIOLATION                            | 1     |
| 209- A EMERGENCY REQUESTS                     | 11    |
| 209- A MODIFIED COURT ORDERS                  | 26    |
| 209- A RECEIVED                               | 26    |
| 209- A REQUESTS                               | 7     |
| 209- A SERVICE                                | 35    |
| 209- A VIOLATIONS                             | 16    |
| 258-E (HARRASSMENT ORDERS) EMERGENCY REQUESTS | 4     |
| 258-E MODIFIED COURT ORDERS                   | 26    |

|   |        |
|---|--------|
| 258-E RECEIVED  | 7      |
| 258-E SERVICE   | 7      |
| Arrest  | 78     |
| Protective Custody  | 22     |
| Property Stolen (value in Dollars)                                | 40,207 |
| Property Recovered (Value in Dollars)                             | 29,390 |
| License to Carry Firearms   | 100    |
| Firearms Identification Cards                                     | 10     |
| Firearms Identification Cards (Mace)                              | 1      |
| Machine Gun Permits   | 0      |
| Motor Vehicle Violations<br>(Verbal, written warnings, citations) | 1,279  |
| Motor Vehicle Accidents (No injury)                               | 226    |
| Motor Vehicle Accidents (with injury)                             | 42     |
| Motor Vehicle Accidents Involving Animals                         | 26     |
| Motor Vehicle Accidents (Fatal)                                   | 0      |
| Motor Vehicle Accidents (Leaving the Scene)                       | 47     |
| Motor Vehicle Accidents Reported (Not Investigated)               | 23     |
| Motor Vehicle Accidents – Pedestrian                              | 6      |

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

I am pleased to submit the annual report for Police & Fire Communications Department for the year ending December 31, 2015. Our goal is to provide a professional and courteous service to the people of Medway in their time of need. We are proud of the service we provide and the working relationship we enjoy with both the Police and Fire Departments.

The Communications Department is, in most cases, the first point of contact when the people of Medway need assistance from the Police and/or Fire Departments. We strive to continue our excellent relationship with both the Police and Fire Departments in order to provide the people of Medway the very best service possible. During the 2015 calendar year, there were approximately 14,126 incidents logged and processed as calls for service through the communications department. Nearly 2,000 “**911**” calls were received and handled by this department.

The Communications Officers continue to keep up with the ever-changing technology by attending numerous hours of advanced training classes funded by an SETB, (Statewide Emergency Telecommunications Board). As of July 1, 2014 all communications personnel were certified in CPR, First Aid, EMD (Emergency Medical Dispatch), enhanced 911 procedures, Emergency Telecommunications, Suicide Prevention and numerous other trainings required so they can perform their duties to the best of their ability. In FY 2015 the Communications Department received a \$31,000 Grant from the State 911 Department which was used for salary and training reimbursement as well as upgrade in some office technology equipment.

Respectfully submitted,  
William Boultenhouse, Lieutenant  
Medway Police Department

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



**Vision Statement:**

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

**Mission Statement:**

During recent years, the Town of Medway had the foresight to develop a plan whereby several disconnected utility departments would be combined into one unified and cohesive Department of Public Services. After a careful and considered process of review by the Town Administrator and the Board of Selectmen, a strategic reorganization of the

Department of Public Services was proposed to Town Meeting. The purpose of the reorganization was to organize the Department into a program management structure that placed a greater emphasis on accountability and planning. An organizational structure has been developed that will provide the Town with an elevated level of customer service within a Department that promotes an effective, accountable and professional workplace.

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

#### **Department Description:**

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

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

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

- Director
- Deputy Director

- Operations Manager
- Program Administrator
- Administrative Assistant

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

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

***The following are substantial initiatives and projects performed during 2015 within the Administration & Finance Division:***

FY17 Rate Study  
 Rain Barrel Program  
 Public Outreach for Water Conservation, Energy, and Solid Waste/Recycle Programs  
 Curbside Chronicle Flyer Design  
 Lifeline Program Renewals  
 DCR Technical Assistance Stormwater Grant  
 LED Streetlight Install  
 Toilet and Washer Rebate Program  
 Central Norfolk Regional Planning Committee  
 Private Trash Program Renewals  
 FY16 Demand & Lien Process  
 Permitting and Licensing  
 Field Permitting and Coordination  
 Call Log/Work Order System Form Advancements & Training



Leak Detection Post Cards  
Solid Waste/Recycling Tonnage Reports  
Novatime – Payroll & Time Tracking Upgrades  
Website Development and Maintenance  
DPS Facility Committee  
Synthetic Turf Athletic Fields  
Water Accountability Evaluation  
Regional Emergency Management Tabletop Exercise  
Route 109 Design – Right of Way Design & Project Advertisement  
Middle School Renovation  
FEMA Reimbursement  
Water Main Replacement Project Management



### **Engineering & Facilities:**

As a result of the Town making an active commitment toward upgrading and expanding its public infrastructure, numerous simultaneous projects are managed presently and further anticipated in the foreseeable future. The value of these projects is significant and is regularly measured in millions of dollars. The proper management of capital initiatives requires staffing resources that are charged with phased project oversight ranging from planning to beneficial use or a “cradle to grave” management approach. A missed

deadline or distracted decision can negatively impact project finances to a significant magnitude. It is for this reason that the assignment of dedicated staff to manage these important projects is critical to their successful completion. Another significant component to this unit is the management of building and grounds maintenance for the Town's eleven (11) public facilities. Work performed within this function area ranges from minor repairs to extensive reconstruction and rehabilitation of building structures. The positions included in the Engineering and Facilities Division are:

- Project Manager
- Trades Technician
- Assistant Trades Technician
- Part Time Janitorial Staff (1)

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

- ☐ Capital Projects
  - Administrative
  - Design & Construction Management
- ☐ Planning Department Development Projects
- ☐ System Impact Plan Review
- ☐ Grant Oversight
- ☐ Construction Management
- ☐ Facilities Maintenance
- ☐ Procurement
- ☐ Facility Dude Management
- ☐ Consultant Management

***The following are substantial initiatives and projects performed during 2015 within the Engineering and Facilities Division:***

Elevator test and inspection- State requirement  
Boiler & Air Compressor inspection - State requirement  
Generator Testing - All buildings and well locations  
Choate Building Renovation  
Cassidy Field Bathroom Installation  
Town Hall – Office Renovations  
Recycling Center Structure Repairs  
MIIA Insurance Inspections  
Equipment Auction  
Thayer House Barn Roof Repair  
Medway Gateway Signs  
Town Hall Kitchen Renovation  
Town Hall Carpet Replacement  
Populatic Water Station Garage Extension

## Replace Flag Poles – Town Hall and Matondi Square



### **Environmental Services:**

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

- Operations Manager
- Assistant Operations Manager
- Supervisor
- Heavy Equipment Operator (3)
- Part Time and Seasonal Staff

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

- ☐ Solid Waste Management

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

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

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

***The following are substantial initiatives and projects performed during 2015 within the Environmental Services Division:***

Rain Barrel Program  
 Provide support to Medway Family Day Events  
 Install Open Space Kiosks  
 Coordinate Household Hazardous Waste Day  
 Clean Sweep Support  
 Maintenance of School Perimeter Grounds including Synthetic Field Complex  
 Purchase of Infield Groomer for Baseball and Softball Field Enhancements  
 Expanded oversight of Open Spaces, Trails, Passive Recreation Areas  
 Construction of Mechanic Street Pocket Park



### **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 Maintenance Technician
- Heavy Equipment Operator (5)

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

- ☐ Street Sweeping
- ☐ Pothole Repair
- ☐ Traffic Signals, Signs and Street Lighting

***The following are substantial initiatives and projects performed during 2015 within the Highway Program:***

Fill Pot Holes – 534  
 Catch Basins and Man Holes Repaired – 46  
 Trench and Road Repairs – 47  
 Install Catch Basin Reflectors – 45  
 Install Hydrant Reflectors – 20  
 Install Crosswalk Reflectors – 12  
 Reconstruct and Pave the Parking Lot at the Burke/Memorial School  
 Reconstruct and Pave a Portion of Village Street – 5500’  
 Reclaim and Pave Adams Street – 5048’  
 Reclaim and Pave Cole Avenue – 330’  
 Reclaim and Pave Highland Street – 3500’  
 Install 7 LED Stop Ahead and 8 LED Stop Signs  
 Replace Drainage System at Virginia Road and Ellis Street  
 Chip Seal Summit Road – 479’  
 Chip Seal First Colony Drive – 152’  
 Chip Seal Wild Brook Road – 624’  
 Build a Target Range for the Police Department  
 Sweep all Town Streets  
 Clean Catch Basins – 1985  
 Paint Crosswalks – 158  
 Paint Stop Lines – 283  
 Install New Thermal Plastic on Summer Street (RT.126)  
 Roadside Mowing  
 Install “Killed in Action” Memorial Signs

**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 Services. It is understood that these divisions engage in continual operations and service to the Town twenty-four hours a day. As such, it is imperative that the core equipment utilized by these divisions remain operating at all times. Work is performed in accordance with local, state and federal standards associated with emissions, fuel criteria, safety and operational protocols. Staff hold credentials allowing them to work on a full line of vehicles and equipment ranging from small engine repair, light duty equipment, medium rated vehicles to a full array of heavy equipment consisting of complex mechanical, hydraulic and electrical components. Preventive and regular

maintenance is scheduled while emergency/reactive service is prioritized based upon the risk and consequence of equipment failure. Each approach is tracked and monitored utilizing a computerized workorder management system. The positions included in the Fleet Maintenance Division are:

- Principal Fleet Technician
- Fleet Technician

The following are planned functions of the Fleet Maintenance Division:

- ☐ Fleet Maintenance
  - Personnel Supervision
  - Budget Oversight
  - Planning / Scheduling
  - Certifications
  - Full Range of Skill Sets
- ☐ Departments – Equipment Served:
  - Public Services - 38
  - Police - 16
  - Fire - 13
  - Council on Aging -4
  - Schools – 5

***The following are substantial initiatives and projects performed during 2015 within the Fleet Maintenance Program:***

Over the past year we have 701 work order entries in our logs. Some samples of our entries are; scheduled services, road calls, heating & cooling system repairs, changing tires, brake jobs, steering and suspension, welding and fabrication.

179 – Preventive Maintenance Services

52 - Road Calls

Vehicles and Equipment placed into service

1. PD, K-13, 2015 Polaris Ranger UTV
2. PD, B-1, 2016 Harley Davidson
3. Highway, 220, 2016 F350 Utility 4X4 Snow Fighter
4. Highway, 263, 2014 Holder Sidewalk Tractor
5. Park, 374, 2015 20' Equipment Trailer
6. Water, 401, 2015 Ford Escape
7. Water, 402, 2004 F250 Pick up
8. Fleet, 601, 2008 F350 Utility
9. Town Administrator, 701, 2016 Ford Explorer



#### Vehicles & Equipment Decommissioned and prepared for sale or trade

1. DPS, TC-3, 2001 Crown Victoria
2. Water, TC-4, 2007 Crown Victoria
3. PD, K-7, 2005 Ford Expedition
4. FD, Fire Alarm, 1995 GMC Bucket Truck
5. Park, P-5, 1998 Dodge Pick up
6. Park, PT-4, 2002 Utility Trailer
7. COA, Jag, 1997 Jaguar

#### Major repairs

1. Highway, 231, 2001 John Deere Loader, Sandblast, Rot Repair and Paint
2. Highway, 216, 2001 Mack, Suspension Overhaul
3. FD, Brush-2, 1995 F350, Sandblast and Paint Frame, New Utility Body and Pump

#### Replaced All Vehicle Numbers and Town Seals

10 Sanders - Reflective Red and Green Chevron Graphics

Photos of all Town Owned Vehicles

Replaced Fleet Maintenance Tire Machine

State Inspection of 34 Commercial and 20 Non Commercial Vehicles and Equipment





## **Water and Sewer:**

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

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

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

- Superintendent
- Assistant Superintendent
- System Operator (6)

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

- ☐ Wastewater Collection
  - Pump Station Operation & Maintenance
  - Sewer Repairs & Inspections
  - Inflow & Infiltration Surveys
  - Charles River Pollution Control District Reporting
- ☐ Water Supply and Distribution
  - Treatment
    - ☐ Disinfection
    - ☐ Corrosion Control

- ☐ Fluoride
- Sampling and Lab Analysis
  - ☐ MASSDEP Reporting
- Regulations
  - ☐ Disinfection Byproduct Rule
  - ☐ Groundwater Rule
  - ☐ Lead & Copper / Total Coliform Rules
  - ☐ CCR Report
  - ☐ ASR Report
- Meter Reading and Repair
- SCADA
- Leak Detection
- 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 2015 within the Water & Sewer Division:***

**Water Treatment:**

- Mass DEP Sampling – 500 + samples
- Treatment – Daily Sampling, Testing, & Maintenance
- Disinfection – 4,000 Gallons
- Corrosion Control – 300,000 Gallons
- Fluoride – 2,000 lbs.
- Iron Sequestering – 1,800 Gallons
- SCADA –Software Upgrades
- Building Fire & Burglar Alarm Updates
- Industrial Well Upgrades
- Oakland & Village Street Wells Cleaned and Inspections on Well Casings

**Water Distribution:**

- Manage Water Main Replacement on Highland & Winthrop St
- Cross Connection Control Program Inspections – 237
- 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 - 350+
- Meter Calls – 100+
- Replaced- 18 Hydrants
- 11 Water Main Valves Replaced
- 700+ Dig-Safe Inspections
- Water Ban Calls
- Motor Vehicle Accident Related Calls
- Updating Mapping Of System

#### Wastewater Collection System:

- Connection Inspections – 40+
- Lift Station Inspections – 54
- Inflow & Infiltration Repairs – Contract Management
- 54 Sewer Man Hole Risers & Covers Replaced
- 27 Sewer Related Calls
- Annual Sub-System Inspections

### **2015 ACCOMPLISHMENTS & INITIATIVES**

- Perform Annual Roadway and Sidewalk Improvement Plan (Village – Adams Streets)
- Initiate Illicit Discharge and Detection Program as outlined in MS4 Permit
- Achieve 100 % Design for Route 109 Reconstruction Project
- Advance DPS Facility Project
- Snow Response – “Epic Season”
- Construct Highland and Winthrop Street Water Main Replacement
- Assist with Thayer House Project Advancements
- Participate with “Killed in Action” Memorial Signs
- Coordinate-Permit-Maintenance of Synthetic Turf Athletic Fields
- Participate and Support Clean Sweep event
- Paved Memorial School Parking Lot and Entrance
- Continue to work with MEMA to Design Brentwood Drainage Improvements
- Conducted Water Accountability Audit and Evaluation
- Implement Tasks Associated with Service Level Agreement with School Department
- Achieved a 14% Unaccounted-for Water Figure
- Sought and Received FEMA Reimbursement

### **2016 GOALS & INITIATIVES**

- Construct Brentwood Drainage Improvements
- Perform Annual Roadway and Sidewalk Improvement Plan (Brundages Corner/Winthrop/School)
- Oversee Construction for Route 109 Reconstruction Project
- Advance Stormwater Program as mandated in MS4 Permit
- High School Baseball Field Improvements
- Continue to Advance DPS Facility Project
- Sewer Improvement Program – Repairs to Districts 2 & 3 – I/I Removal
- Perform Annual Directional Flushing Program
- Leak Detection Survey
- Advance Exelon Project – Water Provision
- Develop Sewer System Operations and Maintenance Plan
- Relocate DPS Administrative Unit to Middle School Location

Respectfully Submitted,



Thomas Holder | Director  
Department of Public Services

## **Report of the Affordable Housing Committee (AHC) and the Affordable Housing Trust (AHT)**

During the past calendar year, the Affordable Housing Committee and the Affordable Housing Trust have worked closely together with the support of the Community Housing Coordinator. Our most important collaborations include:

- the purchase of the former American Legion property at 6 Cutler Street;
- efforts to preserve the affordability of existing Affordable Housing units;
- a campaign to promote Town Meeting adoption of a Multifamily Zoning provision;
- the drafting and approval of the 2016 Housing Production Plan;
- the consideration of policy and procedural issues with state legislators and regulatory and administrative agencies.

### **DEVELOPMENT OF NEW HOUSING**

The purchase of the American Legion Property at 6 Cutler Street is a first for the Affordable Housing Trust, utilizing Community Preservation Act funds earmarked for Affordable Housing. Our objective is to repurpose this property, with historic value to our community, into 12 units of much needed affordable rental housing. Over the past year the AHT and AHC have reviewed potential designs and continued work to identify funding sources and interested developers to create a project that the town will be proud of and that will meet the needs of our local workforce, individuals and families.

### **PRESERVATION OF EXISTING AFFORDABLE HOMES**

The AHT and AHC continue to dedicate time and energy maintaining the affordability of existing units. Owner violations of their terms of ownership have threatened the inclusion of two local units on the state's Subsidized Housing Inventory, the official listing of units counting towards the 10% requirement of MGL 40B. Our work has preserved the possibility of the AHT purchasing these units in 2016 for resale to qualified buyers, and in the process preserving their status indefinitely.

### **PROMISING ZONING INITIATIVE**

With concerted support from the AHT and AHC, the Multifamily Zoning Overlay District was unanimously adopted at the May 11, 2015 Town Meeting. It allows for the limited development of ownership or rental multifamily dwellings in well-defined sites located within walking distance of the Town's commercial districts. The new overlay districts offers one of the best opportunities for producing needed housing scaled to the requirements of smaller households. The ordinance encourages both conversion of existing buildings and construction of new units. Density bonuses are offered for historic preservation and affordable housing. The district generally encompasses the areas of Town that already have many duplex and multifamily units.

### **2016 HOUSING PRODUCTION PLAN**

The implementation of the Multifamily Zoning Law is an integral component of the 2016 Housing Production Plan (HPP), which was commissioned by the AHC and AHT, drafted with the help of PGC Associates. It has been adopted by the Town's Planning Board and Selectmen and approved by the Mass Department of Housing and Community Development (DHCD).

HPP's are five year blueprints which set out a community's construction targets for the number of affordable homes sufficient to comply with the requirements of MGL 40B. They serve to guide private and public development by identifying optimal locations, basic implementation strategies, and a projected schedule for accomplishing the locale's goals. Production Plans are a pre-requisite for Town's to gain full benefit of interim protections from unwanted development as they strive to achieve their 10% mandates.

#### AFFORDABLE HOUSING POLICY/PROCEEDURE ISSUES

At a mid-April meeting facilitated by Senator Karen Spilka, Town leaders meet with Undersecretary Kornegay and Associate Director Racer of DHCD to discuss two topics of significant consequence: the effects of a longstanding weakness in buyer demand for local affordable units; and the need to establish protocols and strengthen remedies available to municipalities to resolve owner violations of deed riders designed to safeguard the Town's ongoing interest in a unit's affordability.

Shortly in advance of the meeting, the difficulty of selling affordable homes in Medway gained an added degree of importance when a 40B project proposed building 48 such homes to justify application for a comprehensive permit, overriding local zoning requirements.

While neither wholesale solutions emerged nor policy changes offered, all parties agree to continue the dialogue.

Respectfully submitted

Ann Sherry, AHT Chair and Bob Ferrari, AHC Chair

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

During calendar year 2015, the Charles River Pollution Control District's (District) regional advanced wastewater treatment facility received and treated approximately 1,430 million gallons (3.9 million gallons per day) of raw wastewater and 5.8 million gallons of septage from the District's member and customer towns before discharge to the Charles River. The volume of waste treated was slightly more than the previous year.

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

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

Phase C focuses on improving phosphorus removal, replacing the disinfection system, and extending the life of the facility for an additional 20 years. In the spring of 2014 the contract was awarded to Daniel O'Connell's Sons, Inc. in the amount of \$17,397,000. Construction is ongoing and is expected to be completed in September 2016.

The District funded Phases A and B with a 20-year SRF loan of approximately \$3.2M for costs associated with bidding, construction, and resident engineering. Phase C costs will be funded through separate 20-year SRF loans of approximately \$23.75M, which includes bidding, construction, and resident engineering. Ineligible costs (i.e. the design for Phase C) for SRF loans were funded by a General Obligation Bond of \$1.95M.

This spring the District will be conducting a closed-circuit television camera (CCTV) inspection of 13,000 linear feet of two (2) of its interceptors to find any deficiencies and defects in the pipes that may allow water to infiltrate into the sewer system.

In 2015, the District entered into a Power Purchase Agreement to receive net-metering credits from a solar array in Carver, Massachusetts. Construction on the array is complete and it has begun generating electricity. The District is projecting that the net-metering credits will save the District approximately \$95,000 a year on electrical costs.

The District currently employs 11 full-time employees and a part-time Executive Secretary and part-time Treasurer.

The District's Fiscal Year 2016 budget is 25.4% higher than the previous years' budget. The increase is mainly due to the repayment of one of the Phase C SRF loans. The District's FY 2016 budget for operations and maintenance is \$3,372,370 while the capital projects budget is \$1,857,460. Medway's share of the operation and maintenance and capital projects budgets are estimated to be \$552,780 and \$304,930, respectively.

Respectively submitted,

Elizabeth Taglieri, P.E.  
Executive Director



## **Report of Community Preservation Committee**

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

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

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

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

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

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

In addition, Town Meeting voters this year approved CPC's recommendation to use CPA funds to purchase a parcel of back land off Adams Street to add to already-protected land, thereby creating an open space corridor for wildlife habitat and passive recreational use; they also approved funding for design of a walking trail which includes this parcel. Voters also approved CPA funding to construct a "story walk" along a portion of the new walking trail at the high school, as well as funding for several land use studies.

The CPC also provided modest funding for an Eagle Scout's service project to improve the new Charles River canoe launch constructed by the Medway DPS off lower Village Street.

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

There continues to be discussion, in light of ongoing difficult financial times, of reducing the current three percent CPA real estate tax surcharge. The CPA continues to strongly oppose this proposal for three reasons. First, until adoption of the CPA, Medway had done little to protect undeveloped land or historic properties due to a perceived lack of funds; by adopting the CPA at the maximum surcharge percentage, the Town has been able to accumulate, on a continuing basis, significant funds for this purpose. Second, only those communities which have adopted the maximum three percent are entitled to receive the maximum amount of state matching funds: beginning with f.y. 2009, the state has collected insufficient funds to provide 100% matching payments to all CPA communities. Because Medway was one of the communities to have adopted the maximum three percent, it has annually received additional distributions of state funds which have significantly increased the state match above the base distribution amount. Thirdly, since the three percent is merely a surcharge on individual tax

bills rather than on the tax rate, the individual assessment is small: in many cases, less than one hundred dollars. As an example, on a property currently assessed at three hundred fifty thousand dollars, the annual CPA assessment is only \$135.83, a slight reduction from last year. (\$350,000 less \$100,000 CPA exemption = 250 x \$18.11 per \$1,000, f.y. 2016 municipal tax rate = \$4,527.50 (net tax subject to surcharge) times .03 (CPA surcharge) = \$135.83). This amount is paid in four equal quarterly installments, and amounts to less than \$12 per month. This small individual assessment has already permitted the Town to make some significant property acquisitions and ensures that the Town will be able to continue to do.

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

Respectfully submitted,  
Mark G. Cerel, Chairman

## **REPORT OF THE CONSERVATION COMMISSION**

### **VISION STATEMENT:**

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

### **MISSION STATEMENT:**

The mission of the Conservation Commission is to protect the all resource areas in the Town of Medway 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, supporting habitat for diverse plants and animals and providing recreational open space. The Commission carries out its charge by regulating construction activity and other alterations in or near wetland resources.

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

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

During 2015, the Commission:

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

- granted amendments to four previously-approved projects.

The Conservation Commission has been working with the Open Space Committee to develop land management plans for all open space parcels in town. The first step to developing these land management plans was the Conservation Commission sought funding at Fall 2015 Town Meeting to hire the Conway School of Landscape Design which was approved. The Town of Medway was selected after drafting, Open Space Goals for Conservation Lands and a Scope of work for the students to complete an Ecological Study and Land Management plan for parcels from Choate Park to Adams Street.

The Conservation Commission has been diligently working on reviewing and providing findings are several large projects in 2015, three building commercial development, the proposed reconfiguration of Route 109 and new access to Choate Park, Millstone Community Development an 80 unit development- retirement community, a 50 acre Health and Retirement Community, and working on two large Abbreviated Notice of Resource Areas Delineations for large parcels in town. This is in addition to the regular permitting for 2015.

The Conservation Agent continues to work with DPS on education and preparation for the upcoming new EPA regulations related to stormwater for small municipalities. Conservation and DPS plans to provide amend the current Stormwater Bylaw and has sought funding for this project in addition to funding for a stormwater utility and other stormwater related projects. The Agent provide a proposed plan for stormwater management improvement to the Board of Selectmen for FY 2016 state budget funding for stormwater which was completed in 2015 and proposed for implementation of 2016.

In the Summer, the Conservation Commission began working with the members of the Community Preservation Committee and Open Space Committee to develop preliminary plans for a new trail from Adams Street to Lovering Street. This work was preliminary in nature and to determine if the Town purchased a parcel known as the “Lee Property” whether a trail connection could be constructed on town lands. The purchase of the land was approved at Fall Town Meeting.

The Conservation Agent and Commission Chair were tasked with serving to assist the Trails Task Force Team who is charged with management of a town contract to review parcels for locations of trail system to links Medway’s trails from Idylbrook south to Choate Park based on the purchased of land at 2015 Fall Town Meeting. This would meet the 2010 Medway Open Space and Recreational Plan goals for purchase of new parcels to provide protection of Open Space along the Ecological Corridor of Chicken Brook and the goals for constructing connective trails throughout this corridor. The Agent and Chair have been attending meetings and walks to provide guidance on this matter and providing updates to the Commission.

In August and September, the Conservation Agent drafted a documented titled, “Proposed Management Goals for Medway’s Open Space and Conservation Lands” which provides a guidance document for town boards, committees, commissions to draft land management plans for open space parcels in town based on approved goals. This document was approved by

the Conservation Commission on August 13, 2015 and Open Space Committee on September 1, 2015.

In November, the Commission and Open Space Committee received funding at Town Meeting to complete an Ecological Study for an open space and conservation land parcel(s) owned by the town. The study would be conducted by the Conway School of Landscape Design. In December the Commission received notice that they were chosen for the Winter 2016 project. This would allow for three (3) town Committees/Commission to work on developing Conservation Land Management Plans and provide excellent community outreach and education.

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

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

The Agent and members attended pertinent classes and updated their Certificates for education to provide the high customer service to the town's residents and the public.

#### **FY 2017 GOALS & INITIATIVES**

- Develop Conservation Land Management Plans based on the Ecological Study conducted by The Conway School
- Implement for Stormwater revisions to Bylaw and if recent implement the construction of new trails with a SCR Recreational Trails Grant
- Implement invasive plant management though out the town
- Review current Land Management operations for open space and trails and proposed improvements based on the ecology and land.
- Continue to carry out the Conservation Commission Bylaw and the Wetlands and Rivers Protection Acts
- Petition the Town of Medway residents to put additional parcels under Conservation Restrictions
- Develop Town Land Use Regulations and Policies

Respectfully submitted,  
David Travalini, Chair

## **Report of the Capital Improvement Planning Committee (CIPC)**

The Capital Improvement Planning Committee's (CIPC) role is to evaluate the Town's capital needs and to recommend to the Town Administrator, Board of Selectman (BOS), and Town Meeting the projects to be undertaken. The Committee meets with department managers annually to discuss their capital needs for current and future years. The Committee then evaluates the requests and determines available funding. Available funding can be in the form of free cash as certified by the state, grants, enterprise funds, or bonding. Once the level and form of funding is determined, the CIPC prepares a recommendation for the BOS.

The project requests are reviewed based on the following criteria:

1. Impact on safety of residents and employees
2. Projects required by law
3. Impact on greatest number of people
4. Projects with significant immediate need

Projects are prioritized based on the above criteria. Recommended projects are brought before the BOS and Town Meeting when the above criteria are met and sufficient funding is available. To be considered a capital project, the project must cost more than \$5,000 and have a substantial useful life.

This report will cover the capital spending recommendations for fiscal year 2015.

51 requests were submitted totaling \$6.9 million for FY15. This level of requests shows an increase from prior years as department heads are growing confident in the process and as the Town's ability to fund projects increases.

The following projects were recommended in FY15:

The Department of Public Services requested funds for various road and sidewalk projects, a new sidewalk snow plow, and a vehicle for the Right of Way position that was created last year. In addition, they are requesting funds to renovate space at the Middle School for the DPS administrative offices.

The Police Department has requested \$273,000 to upgrade radio infrastructure. The system is used by fire, police, and EMS and the current system is 17 years old and at the end of its useful life. They have also requested \$12,800 for 6 solar powered traffic signals similar to the ones that were installed at the intersection of Coffee Street, Lovering Street, and Holliston Street.

The Library has requested \$52,000 to install new carpet throughout portions of the main and lower levels. The current carpet is worn due to normal wear and tear.

The Schools have requested funds to replace the emergency generator at the McGovern school.

The Information Technology department has requested funds to purchase iPads and Chromebooks for the elementary schools, replace desktops, purchase a new police phone system, and new police cruiser computers.

In addition, several significant projects have been completed over the last couple years including the replacement of windows at the McGovern School and the construction of athletic turf fields at Medway High School.

The CIPC has prepared a 5-year plan, available on the Town's website, which describes the future needs of the Town and funding opportunities that exist in the coming years.

Respectfully submitted,

Michelle Reed, Chairman



## **Report of the Council on Aging**

The Council on Aging is located at the Senior Center on Oakland Street. The Council on Aging is comprised of employees and volunteers who are dedicated to serving seniors and assisting them, their families and friends, with aging issues. Healthy aging is our goal at the Center, and we offer numerous exercise classes for people of all ages, including yoga, tai chi, strength training, aerobic chair exercise and zumba. This year we were able to hire a Chef through our Executive Office of Elder Affairs grant, and now serve lunch Monday through Thursday, along with breakfast every Thursday. Weekly programs offered at the Center include bridge, cards, crafts, bingo, cribbage, quilting, knitting, watercolors, dominoes, poker and mahjong. We also offer monthly dinners, entertainment, health and educational seminars. We have a Nurse at the Senior Center one day a week so we are able to offer weekly blood pressure screenings and blood sugar monitoring as well as evidence-based health programs. We are open Monday evenings for senior activities, with rooms available for use by local groups and town boards. We are also open Sunday afternoons for activities and people come to use the library, exercise equipment and computers.

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

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

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

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

Respectfully submitted,

Missy Dziczek, Director

## Medway Cultural Council - 2015 Annual Report

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

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

### *Programs for 2015 - 2016*

| Applicant   | Project Title               | App # | Year | Type     | Decision          |
|---|-----------------------------|-------|------|----------|-------------------|
| Medway Historical Society                         | New England Stone Walls     | 1     | 2016 | Standard | \$375<br>375.0000 |
| LiveARTS  | 2015 -2016 Concert Season   | 2     | 2016 | Standard | Denied            |
| The Marble Collection, Inc. (TMC)                 | The Marble Collection       | 3     | 2016 | Standard | \$200<br>200.0000 |
| Claflin Hill Music Performance Foundation         | Symphony - From the Heart   | 4     | 2016 | Standard | Denied            |
| Porcino, John                                     | To Life! Celebrations       | 5     | 2016 | Standard | Denied            |
| Wirt, Edward                                      | Swing Concert               | 6     | 2016 | Standard | Denied            |
| Maichack, Gregory                                 | Pastel Painting             | 7     | 2016 | Standard | \$475<br>475.0000 |
| Denis Cormier                                     | American Revolution         | 8     | 2016 | Standard | \$300<br>300.0000 |
| Norfolk Cooperative Preschool                     | Music/Enrichment w/Mr. Dave | 9     | 2016 | Standard | Denied            |
| Medway Friends of the Performing Arts             | Community Concert           | 10    | 2016 | Standard | \$553<br>553.0000 |
| The Discovery Museums                             | Especially for Me           | 11    | 2016 | Standard | \$50<br>50.0000   |
| Southeastern Massachusetts Community Concert Band | Band Concert                | 12    | 2016 | Standard | \$595<br>595.0000 |

|                               |                                    |    |      |          |                   |
|-------------------------------|------------------------------------|----|------|----------|-------------------|
| Root, John                    | Edible Wild Plants Walk            | 13 | 2016 | Standard | \$250<br>250.0000 |
| Wood, Shane                   | Jazz Trio                          | 14 | 2016 | Standard | Denied            |
| McCarthy Earls, Eamon         | Rock Walk                          | 15 | 2016 | Standard | \$200<br>200.0000 |
| MUSIC Dance.edu               | Jazz to Hip Hop                    | 16 | 2016 | Standard | \$400<br>400.0000 |
| Mass Audubon's Stony Brook    | Nature in Your Neighborhood        | 17 | 2016 | Standard | \$345<br>345.0000 |
| Lappen, Henry                 | Juggling                           | 18 | 2016 | Standard | Denied            |
| Friends of the Medway Library | Free Movies & Popcorn              | 19 | 2016 | Standard | \$378<br>378.0000 |
| Medway Public Library         | Circus Minimus                     | 20 | 2016 | Standard | \$400<br>400.0000 |
| Medway Public Library         | Tales of Enchantment               | 21 | 2016 | Standard | \$425<br>425.0000 |
| Medway Public Library         | Tommy James Halloween Safety Magic | 22 | 2016 | Standard | \$375             |

Respectfully Submitted,  
Peter Monego  
Chair

## **Report of the Economic Development Committee**

The Economic Development Committee (EDC) works proactively to promote, encourage, and facilitate the development of responsible and properly planned business and industrial growth within the community in order to expand and strengthen the local economy and diversify the community's tax base. Membership is comprised of individuals who either reside or work in Medway and are appointed by the Planning and Economic Development Board. The present 10 members of the EDC are as follows: Paul Yorkis, Chairman; Andy Rodenhiser, Vice Chairman; Eric Arbeene; Ken Bancewicz; Tina Chemini; Scott Habeeb; Hugh McKinnon; Keith Peden; Alissa Rodenhiser; and Cranston Rogers. As the year concluded, there is one remaining member position available.

The EDC serves as a resource and advocate for the Town on economic development planning and initiatives. During 2015, the Economic Development Committee:

- reviewed and supported both the short and long term recommended improvements for the Route 109/Trotter Drive intersection as determined by Central Transportation Planning Staff (CTPS). CTPS provided technical analysis examining traffic operations and safety in this area. The EDC will work with other Town boards and departments to secure funding through the Commonwealth to implement the changes.
- reviewed and provided comment to the Planning and Economic Development Board on development proposals such as Tri-Valley Commons and The Willows at Medway
- learned of new business development resources and tools to be able to assist businesses in being successful and for potential expansion opportunities
- provided input into a communications plan in preparation for the Route 109 Transportation Improvement Project so that businesses will be kept informed of status updates prior to and during construction.
- reviewed the status of the 2009 Master Plan Implementation Action Items and agreed on which tasks still needed to be addressed. Those tasks will become one of the priorities for 2016.
- initiated discussions on long term planning for economic development
- reviewed and provided comment on potential amendments to the Medway Zoning Bylaw

Meetings of the EDC are typically scheduled for the second Wednesday of each month at 7:00pm and are held at the Medway Senior Center. All are welcome to attend.

Respectfully submitted,

Paul Yorkis, Chairman

## Report of the Energy Committee

The Medway Energy Committee is charged with investigating, studying, recommending, and advocating viable methods for achieving energy conservation and for using renewable sources of energy within the Town and Medway community.

This includes:

- Establishing energy inventories for the Town and setting goals for energy reductions.
- Assessing the scope of energy conservation and renewable energy use in Town buildings and vehicles.
- Recommending feasible projects for sustainability; energy and water conservation; and renewable energy use.
- Reviewing Town by-laws to promote sustainability; energy and water conservation; and renewable energy use.
- Educating and providing outreach to Medway citizens.
- Coordinating with various state, federal, and private agencies on sustainability, energy and renewable issues.
- Advise and assist the Town and community to identify and apply for energy and conservation related grants and funding opportunities.

The Committee had a very successful year. Among our accomplishments:

- Continued to research and put forth Grant recommendations to assist the Town of Medway in achieving our Green Communities Goals.
- Continued on the “Greening of Medway” 5-year plan to reduce energy consumption and reduce carbon emissions and the Town’s carbon footprint through the installation of energy-efficient equipment in Town and School facilities.
- Continued to work with the Planning and Economic Development Board to encourage the use of energy efficient equipment and “green” materials in buildings, encourage the purchase of alternative-fuel vehicles and construction of alternative fueling stations, and allow the development of ground-based solar generation arrays.
- The Committee continued to look in the possibility of Municipal Aggregation for lower and greener electrical supply costs for residents and businesses.
- Participated in the Town’s procurement of a Net Metering Credit Agreement.
- Reached out to the residents of Medway through its participation in Pride Day.
- One member attended Millis’s Energy Stretch Code outreach meeting to help that town become a designated Green community.
- Two new members joined the Committee.

- Worked on the review and update of the Town's Master Plan.
- Began to plan for an energy efficiency outreach campaign for Town residents and businesses.

The Committee looks forward to working productively in 2016 with Town and School departments, as well as residents, in continuing Medway's progress in improving its use of energy and water and creating a more sustainable town.

Respectfully submitted,  
Carey Bergeron  
Chairman, Medway Energy Committee

## **Report of the Historical Commission (2015)**

### ***Document Preservation***

HC member Paul Russell and Town Clerk Maryjane White have worked throughout 2015 to prioritize a list of historical town documents that need to be preserved, and Paul contacted Kofile Preservation in Essex, Vermont (formerly Brown's River Preservation Services). Brown's River restored and preserved several dozen books of documents in 2002-3 for the town, including vital records (births, marriages, deaths), Town Meeting Minutes from the 1700's and later, and other documents. Thousands more records need to be preserved and this is an ongoing effort. With more advanced technology now available, these records as well as those previously preserved will also be digitized for eventual online availability of Medway historical records. Funding for this project will be requested in 2016 from Community Preservation Act (CPA) funds already set aside in Medway for historical purposes.

### ***Cemeteries***

The Historical Commission continues to have a long-term goal of having **Evergreen Cemetery** recognized on the National Register of Historic Places (NRHP). Paul found in an old town history a note of Henry Garnsey donating land to the Town for a cemetery, which became the Revolutionary War section. This confirms our belief that the Town of Medway does own that section.

About one hundred-fifty tombstones have now been repaired, restored, and preserved at Evergreen by preservation specialist Kai Nalenz, working with HC member Mark Wilcox. In October, preservation consultant Stacey Goodale Wetstein met with Mark and Jeanne at the cemetery for an overview of what we need to do to continue the process of achieving NRHP recognition.

For many years Mark has been documenting conditions, plotting gravesites, and, along with member Paul Russell, paying attention to the general condition of the cemetery. We are all grateful for their dedication and that the Town of Medway is arranging for mowing and taking care to avoid damage to the very old gravestones.

Mark continues his work on the project to place a marker at the graves of six Civil War veterans at Oakland Cemetery as his time allows. We heard 'grumblings' from a few citizens about difficulties contacting the caretaker of Oakland Cemetery to arrange for purchasing plots.

### ***Demolition Applications***

A notice of intent to demolish the house at **27 Charles Street** was made in 2015. After researching it, Commission members noted that the house was not in a historic district, it was not architecturally significant, no persons significant to Medway's history had resided there, and its loss would not significantly affect the streetscape. Therefore the Commission determined the house was not preferably preserved, no public hearing would be required, and no delay of demolition should be imposed.

### ***Deed-Restricted Historic Properties***

The hose tower at the old Torrent Fire House (195-197 Main Street) has still not been repaired. The owners report that contractors they have called for estimates to repair it have not returned their calls. They also notified us that a survey done by their neighbor at 199 Main showed that his property line runs up to the wall of their house, and he wants to install a fence. We recommended that they contact Town Counsel and the Police Chief, who is the Fence Watcher, to help determine where the neighbor may install a fence that does not inhibit their ability to use their property.

### ***Other Matters***

Jeanne attended a workshop in May on Demolition-Delay By-Laws led by Chris Skelly of the Massachusetts Historical Commission.

A vintage WW II German cannon that resided outside the American Legion Building on Cutler Street for decades needed a new home as the building was sold. Our opinion was solicited and, after discussion, we responded that since the cannon is not relevant to Medway's history but was brought here through the efforts of Medway veterans, the wishes of a veterans' organization such as the VFW should be followed.

Gene Liscombe reported from a CPC meeting that the Open Space Committee would like to build a gazebo or other structure to house and document as part of Medway's history an old carding machine that was once used at the Sanford Mill. We would be happy to work with them on such a project.

After two years of not having an **operating budget**, we have been informed that it will be reinstated for FY 2017.

**Personnel:** Officers are: Chairman-Jeanne Johnson; Vice-Chairman-Paul Russell; Treasurer-Eugene Liscombe; Clerk-vacant; CPC Representative-Eugene Liscombe. Mark Wilcox continues his service, and Alex Burinskiy was appointed this year. After many years of serving on the HC, Donna Hainey resigned as she was moving to Florida. Two more members are still needed. We thank all members for their service to the Town on this Commission.

Respectfully submitted,  
Jeanne Johnson, Chairman



## **Report of Medway Public Library**

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

In 2015, the Library hired a full-time talented and enthusiastic Children's and Young Adult (YA) Librarian. The Children's/YA Librarian is a wonderful asset to the Library, working closely with the schools and offering a wide variety of programming. With a full-time Director and a full-time Children's/YA Librarian, we were able to enhance our offerings in areas such as STEM (Science, Technology, Engineering, & Math) education, information literacy, and additional services for under-served populations.

The Library received a year-long STEM (Science, Technology, Engineering and Math) grant beginning in October. The "Science is Everywhere" grant funds STEM materials, family programming, and many hands-on workshops aimed primarily at children in grades 5 through 8, with federal funds provided by the Institute of Museum and Library Services and administered by the Massachusetts Board of Library Commissioners.

The Library suffered water damage after last winter's snowstorms, and all are very grateful for the work performed by the Department of Public Services to coordinate extensive repairs, and for the efforts of the Fire Department and the Department of Public Services in clearing the ice dams.

The Library has selected new carpet which will be installed throughout the building in early 2016. Dehumidifiers have been installed on the lower level, and an automatic door opener has been added to the lower level exterior door.

The Library has been working with the Friends of the Library, the Department of Public Services, Medway Cable Access, and members of the community to plan an exciting new Maker Space, set to open in the spring of 2016. A Maker Space is a communal area for people of all ages to get together to make things and to learn new skills. Medway Cable Access has agreed to donate a 3-D printer, high-end computers, computer aided design software, video and audio editing software, and video cameras. The Maker Space will also have equipment for a variety of traditional crafts, depending on the interests of the participants. This equipment may include sewing and knitting machines, a loom, easels, soldering irons and tools. Mentors, many of them volunteers, will provide training.

The Library increased its weekly hours to 48. Three full and six part-time staff, as well as a pool of four substitute library assistants, served the public. The downstairs community area was open until 9:30 pm Monday-Thursday. Usage continued to be strong during 2015. Meeting rooms were used during the extended hours almost every evening that the community space

was open, and an average of 11 groups and 38 individuals per month used the community space during the extended hours.

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

Medway Library has 5,122 registered borrowers. On average, every week we serve 1,330 people of all ages, handle over 40 reference requests, host 93 public computer internet users, and circulate 1,865 items. We host a diverse mix of Library-sponsored programs, Scout troops and other community groups and classes, theatrical performances, art shows, Community Education classes, and meetings of town boards.

The Library's collection contains 103,729 items, including:

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

Striving to keep our collection current and to meet our community's needs, this year the Library added 4,332 items, not including eBooks, to the collection.

Our museum, park, skating, and zoo passes are funded with donations from the Friends of the Medway Library, individuals and local companies, and can be reserved online for pickup at the Library. These passes went out 379 times during fiscal year 2015.

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

- Full text journal articles
- Reference resources
- Job search resources
- Genealogical resources

- Language learning resources for adults and children
- Newspapers

Our electronic resources continue to grow in popularity. In FY15, ebook, audiobook and downloadable video circulations reached 7,665 checkouts. The Library offered Mango Languages, the Zinio e-magazine subscription service and the Career Cruising database.

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 provided by Minuteman offers patrons an easy way to find and reserve items, renew checked-out items, pay fines online, and manage library accounts.

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

The video setup in the Cole Room, provided through the Medway Cable Advisory Board, has been utilized for well-attended free movies hosted by the Friends of the Library, multi-media and presentation software during programs, business and municipal meetings. The Cole Room and other reserved meeting rooms were used 902 times in FY15.

Over 50 volunteers spent over 1,600 hours helping with book shelving and similar tasks, running programs such as the LEGO club, and planting bulbs and annuals to beautify the Library grounds. That service would have cost over \$14,000 if paid for at minimum wage. In addition, 15 senior tax relief program participants worked at the Library for an average of 27 hours/week.

We are working with the school librarians and the reading specialists to promote literacy and provide resources to students. The Children's/Young Adult Librarian participated in assemblies for children at Burke-Memorial and McGovern Schools, reading with the students and introducing them to all that the Library has to offer.

As we do each year, we secured Medway Cultural Council grants for programs for children and families, and offered a Summer Reading Program to encourage literacy. In 2015, 213 children participated in the Library's Summer Reading Program. Four programs - Songbirds of the Northeast, Mystic Drums, Toe Jam Puppet Band, History of Ragtime - and the movie license were 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.

We promoted STEM learning with the following programs:

- “Science is Everywhere” workshops with 4-H Educator Kim Pond (brought to us with federal funds provided by the Institute of Museum and Library Services and administered by the Massachusetts Board of Library Commissioners)
- FUNSTRUCTION STEM program with Walpole CFCE (Children & Families Community Engagement)
- Egg Bert ‘N Ice (Walpole CFCE)
- Magnifying Magic (Walpole CFCE)
- Makey Makey, Egg Drop and GoldiBlox Engineering Workshops
- Hour of Code

We offered programs for children and teens:

- Baby & Toddler Story and Songs program – twice weekly, year round
- Story hour for ages 10 months - 5 years old – twice weekly, year round
- Book Clubs for children and teens
- Monthly “Paws to Read” program, which gives children the opportunity to read to a trained therapy dog
- Hands on Art History programs
- Mystic Drumz presents “The Legend of Marshmallow Island”
- Time to Brush Our Teeth Storytime
- Holiday Crafts
- *Wimpy Kid* Trivia and Craft
- Book Buffet
- Heroines on the Homefront Spinning/History Workshop
- Mudeye PuppeTree Puppet Show and Workshop
- Papermaking through Mass Audubon
- Toe Jam Puppet Band Variety Show
- 4-H Super Heroes “Impact” Summer Club
- PJ story hour
- Teen Creative Writing workshop
- Murder Mystery for Teens
- Dance classes for toddlers and preschoolers with Amanda DelPrete
- One Minute or Less – Kids’ Edition
- Friends of the Medway Library Movie Screenings
- Friends of the Medway Library LEGO Club
- Friends of the Medway Library Gingerbread Festival

We offered programs for adults and families:

- North Sea Gas Scottish Band

- History of Ragtime (funded by Medway Cultural Council)
- Local Author Michael Greenburg – *The Court-Martial of Paul Revere*
- Local Author Dick Lehr – *Black Mass*
- Local Author C.E. Zaniboni – *Iced at Midnight*
- Local Author Marjorie Hollman – *More Easy Walks in Massachusetts*
- Songbirds of the Northeast
- Memoir Writing Workshop
- Hypnosis/EFT presentation
- Swords through the Ages (funded by Medway Cultural Council)
- Paper Portraits with Judy Moffatt
- Zentangle Workshop
- Tabletop Game Nights for Adults
- Seed Saving – Massachusetts Master Gardeners Association
- Health Statistics Book Discussion in collaboration with National Network of Libraries of Medicine, New England Region
- Mind Stimulation for Adaptive Thinking, Feeling, and Behaving
- Reducing the Stress: Understanding College Financial Aid
- *Food for Thought, Food for Life* documentary screening and discussion
- Monthly book groups at the Library and Senior Center
- Quarterly health and wellness book group with Library Trustee Karen Kassel
- Senior Center Art Show
- Southern Rail Concert, sponsored by the Friends of the Medway Library
- Friends of the Medway Library Scrabble Nights
- Friends of the Medway Library Movie Nights

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

Many of our programs, including the Lego Club and the Gingerbread Festival, are organized and funded by the Friends of the Library. In addition, most of our donations come from the Friends. Donations also come from individual donors, bequests, local businesses, and fundraisers. We are very grateful to everyone who has donated to the Library. Donors of at least \$1,000 are honored on our “Bibliophile” plaque located in the downstairs lobby. We are very grateful to the Medway Garden Club for planting bulbs and 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 (FY15)                     | 103,729 |
| Subscriptions (FY15)  | 137     |
| Number of registered borrowers (FY15)                           | 5,122   |
| Circulation transactions (FY15)                                 | 96,960  |
| Digital audiobook downloads (FY15)                              | 2,601   |
| Ebook downloads (FY15)  | 5,010   |
| Interlibrary loans (FY15)                                       | 28,090  |
| Attendance in library (visits)(FY15)                            | 69,171  |
| Number of reference transactions (FY15)                         | 2,380   |
| Number of children's and teen programs held (FY15)              | 169     |
| Total attendance at all children and teen programs (FY15)       | 3,928   |
| Participation in the summer reading program                     | 213     |
| Total number of persons volunteering (FY15)                     | 44      |
| Number of hours volunteered (FY15)                              | 1,627   |
| Users of public Internet computers during a typical week (FY15) | 93      |
| Total number of hours the Library is open per week              | 48      |

Respectfully submitted,  
Medway Board of Library Trustees & Director Margaret Perkins

## **MEMORIAL COMMITTEE**

The Memorial Committee remains steadfast in its desire to recognize both past and present members from the Medway Community who have honorably served in the military.

In this regard we were able to document and confirm the names of individuals recognized on the bench of remembrance located on Matondi Square who lost their lives in service to our Nation. Our efforts along with the support of Medway officials and the help of the Medway DPS resulted in us placing Fallen Hero signs on street signs at various intersections as a means of additional recognition to those who paid this ultimate price. These signs can be viewed as follows :

William O. Johnson - Highland & Summer Sts.

Anthony Renzulli - Sanford & John Sts.

John E. Connolly - West & Granite Sts

Clarkson A. Russell - Main & Country Sts.

Frederick A. Cormier - Lovering & Winthrop Sts.

Harry F. Sands - Wellington & High Sts.

John E. Corrado - Oakland & Main Sts.

Richard W. Sargeant - Holliston & Sun Valley Sts.

Joseph Fish - Cottage & Williams Sts.

John Sciacca - North & Pine Sts.

Aubrey Hurd - Lovering & Summer Sts.

Raymond C. Shaw - Village & Shaw Sts.

John G. Kingsbury Jr - Winthrop & Main Sts

Edward S. Weitzler - Oakland & North Sts.

Lloyd Lincoln - Village & Franklin Sts.

Lawrence G. Leigh Jr. - Cottage & Guernsey Sts.

Michael Lotfy - School & North Sts.

Michael V. Bhatia - Hawthorne & Fox Run Sts.

John H Reardon Jr - Village & Holliston Sts.

We look forward to serving the Town of Medway in this fashion and with the help of our local Veterans Agent as well as contributions from the general public it is our hope to add names to Medways existing monuments as a means of recognition and thanks. We also hope to restore the luster of various bronze plaques which adorn some of our monuments in the coming year. We are also most appreciative of the continuous favorable feedback and increase in participation and attendance during our Memorial Day parade and celebration.

Respectfully Submitted

Your Memorial Committee



## 2015 REPORT OF THE NORFOLK COUNTY MOSQUITO CONTROL DISTRICT

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

### Surveillance

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

Virus Isolations in the town: No virus isolations in town in 2015  
Requests for service: 290

### Water Management

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

|                                       |            |
|---------------------------------------|------------|
| Culverts cleared                      | 0 culverts |
| Drainage ditches checked/hand cleaned | 230 feet   |
| Intensive hand clean/brushing*        | 10 feet    |
| Mechanical water management           | 0 feet     |
| Tires collected                       | 1          |

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

### Larval Control

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

|  |             |
|--|-------------|
| Spring aerial larvicide applications (April)                         | 221.2 acres |
| Summer aerial larvicide applications (May – August)                  | 0 acres     |
| Larval control - briquette & granular applications by hand           | 17.2 acres  |
| Rain basin treatments – briquettes by hand (West Nile virus control) | 390 basins  |
| Abandoned/unopened pool or other manmade structures treated          | 0           |

### Adult Control

Adult mosquito control is necessary when public health and/or quality of life is threatened either by disease agents, overwhelming populations, or both. Our surveillance program, along

with service request data and state of the art GPS and computer equipment, allows us to focus our treatments to targeted areas.

|   |                        |
|---|------------------------|
| Adult aerosol ultra-low volume (ULV) applications from trucks | 5,077 acres            |
| Barrier applications on municipal property                    | 4 using 10 gallons mix |

Respectfully submitted,

David A. Lawson, Director

**Norfolk County Registry of Deeds**  
2015 Annual Report to the Town of Medway  
William P. O'Donnell, Register  
649 High St., Dedham, MA 02026

The Registry of Deeds is the principal office for real property records in Norfolk County. The Registry receives and records hundreds of thousands of documents annually. It houses more than 5 million land documents dating back to 1793. The Registry is a primary and indispensable resource for title examiners, mortgage lenders, municipalities, homeowners, and other individuals with a need for land record information.

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

**2015 Registry Achievements**

- Register William P. O'Donnell and his staff continue their direct outreach to town halls, senior centers and civic groups across Norfolk County to provide Registry services. Register O'Donnell held office hours at Medway Town Hall on March 19<sup>th</sup>. The Register was invited to tape a video by Mr. Ken Kaiser of Medway Cable Access to explain to the residents of Medway what is the Norfolk County Registry of Deeds and what does it do, on March 19<sup>th</sup>.
- The Registry of Deeds newly renovated walk-in Customer Service and Copy Center continues to provide residents and businesses with quality service in all areas of Registry operations. You can contact the Customer Service and Copy Center at 781-461-6101. Hours of operations are 8:30am to 4:30pm, Monday through Friday.
- Electronic recording which is recording documents over the internet continues to expand with 39,604 documents recorded electronically and 4.4 million in recording fees collected in 2015.
- The internet library of images, accessible to the public through the Registry of Deeds' online research system at [www.norfolkdeeds.org](http://www.norfolkdeeds.org) continues to expand. Today all documents dating back to the first ones recorded in 1793 - are available for viewing.
- This year, numerous technological improvements were implemented including upgrades to the registry server and network infrastructure. The Registry's website [www.norfolkdeeds.org](http://www.norfolkdeeds.org) is routinely updated and enhanced to include the latest resources such as real estate statistics and news, answers to frequently asked questions and the newest consumer programs available to the public.

- The Registry of Deeds publicly rolled out its Consumer Notification Service. This consumer/public safety program allows any county resident to opt in to this free notification service and be alerted when any document – fraudulent or otherwise – is recorded against their name. For more information, please see our website at: [www.norfolkdeeds.org](http://www.norfolkdeeds.org).
- Register O'Donnell hosted several free computer seminars at the Registry to provide hands-on-training to the public, including trade groups, on how to access land record information using the Registry's new website technology.

**Medway Real Estate Activity Report  
January 1, 2015 – December 31, 2015**

During 2015, real estate activity in Medway saw an increase in total sales volume but a decrease in average sales price.

There was a 5% increase in the number of land documents recorded at the Norfolk County Registry of Deeds from the town of Medway in 2015, resulting in an increase of 131 documents from 2,546 to 2,677.

The total volume of real estate sales in Medway during 2015 was \$84,389,302, a 2% increase from 2014. However, the average sale price of homes and commercial property was down 3% in Medway. The average sale price was \$387,106.

The number of mortgages recorded (613) on Medway properties in 2015 was up 12% from the previous year. Total mortgage indebtedness increased 21% to \$160,297,119 during the same period.

There were 6 foreclosure deeds filed against Medway properties during 2015, representing a 50% increase from the previous year when there were 4 foreclosure deeds filed.

Homestead activity increased 7% in Medway during 2015 with 244 homesteads filed compared to 227 in 2014.

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

Respectfully submitted by,



William P. O'Donnell  
Norfolk County Register of Deeds

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

The Open Space works within the context of the Open Space Master Plan (this can be located on the committee's website.)

The committee helped facilitate the town purchase a 27 acre parcel off of Adams Street that abuts additional town land. This purchase is helping toward completion of the Chicken Brook Wildlife Corridor.

The Chicken Brook Wildlife Corridor has been in the Town's Master Plan since 1999 and the Open Space Plan since its inception 6 years ago. The Open Space Committee is currently working with the town to complete another section of the Chicken Brook Wildlife Corridor Trail. Once complete the trail will extend from 109 to Lovering Street encompassing farm land, woodland and wetlands.

Conway School Project – the committee, in conjunction with the Conservation Commission, has partnered with the Conway School for a Spring 2016 land Management Project. The project encompasses the recently purchased 50 plus acre open space property off of Adams Street. It abuts the High School and Choate properties.

Significant land reclamation, trash removal and pruning were undertaken by the committee and volunteers in 2015. The Conway School Project will help develop a management plan and goals for the continued protection and maintenance of the meadow and woodlands at the Adams Street Meadow. This area includes the new trail extension from Choate Park.

Trail clearing of invasive plants, fence repair and pruning was accomplished through Medway Clean Up Day, coordination with the Department of Public Works and work crews from Bridgewater. The focus of these efforts was the walkway off of Holliston Street to the McGovern School, at Idylbrook to reclaim a portion of the stone wall and trail and at the Adams Street Meadow.

The committee is also working on improving access to the Amphitheater – a 4 acre meadow and woodland off of Village Street on the Charles River. This area also includes a short nature trail loop around the property.

Outreach and communication for 2015 included the installation of information kiosks at all major open space and town fields, an expanded Facebook presence and new brochure/map of all the current town open spaces and trails. For more information visit:  
[www.townofmedway.org](http://www.townofmedway.org)

Trail Group – a new volunteer trail group was formed that will liase with the Open Space and other town committees to help develop and maintain the towns current and proposed trail system. To join or learn more about the trail group go to:

The committee has consulted with various town boards several proposed development projects.

Respectfully submitted by:

Tina Wright

Chair, Medway Open Space Committee

## MEDWAY PLANNING & ECONOMIC DEVELOPMENT BOARD

**OVERVIEW** – The mission of the Medway Planning and Economic Development Board (the Board) is to develop policies, program initiatives and zoning provisions to guide the future development of Medway in ways that are consistent with the vision and values outlined in the Medway Master Plan.

The Town's adoption of a Charter in the spring of 2008 resulted in an expansion of the Board's traditional planning role to include ***economic development***. To that end, we work to try to meet the mandate of the new charter and provide leadership to expand the Town's economic development efforts in partnership with the Medway Economic Development Committee, the members of which are appointed by the Board. The Board endeavors to serve the Town of Medway with the highest degree of consideration for Medway's citizens by preserving the community's land/natural resources while also working to facilitate economic development investment in Medway.

State law authorizes municipal planning boards to review and approve subdivisions, recommend street acceptance to Town Meeting, update the *Zoning Map*, issue special permits, recommend amendments to the *Zoning Bylaw*, and conduct Scenic Road public hearings. Pursuant to the *Medway 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 Commercial I zoning district, and multi-family developments in the recently established Multi-Family Overlay District. The *Zoning Bylaw* also authorizes the Board to review and act on all applications for site plan approval.

The Board is available for informal/pre-application discussions with prospective developers; those are scheduled to occur during a regular Board meeting and the Town's other land use boards/committees are invited to attend and participate.

**BOARD COMPOSITION** – The Board is comprised of five elected members and an Associate Member who is appointed jointly by the Board of Selectmen and the Planning and Economic Development Board. At the May 2015 election, Medway's voters re-elected Tom Gay to serve a three year term through May 2018. Following the 2015 general election, the Board selected its officers for the next 12 months. Andy Rodenhiser was re-elected to the position of Chairman, Bob Tucker was re-elected to serve as Vice-Chairman, and Tom Gay was re-elected to serve as Clerk. Continuing members were Karyl Spiller-Walsh and Matthew Hayes. In June 2015, longtime Board member Karyl Spiller-Walsh resigned her position. Karyl provided many years of dedicated and visionary service to the Town of Medway through her involvement with both the Board and the Design Review Committee. That position was filled by appointment of Richard Di Iulio, who had been serving as the Board's Associate Member.



*Planning and Economic Development Board Members:*

*Rich Di Iulio, Karyl Spiller-Walsh, Bob Tucker, Andy Rodenhiser, Matthew Hayes and Tom Gay*

**MEETINGS** - The Planning and Economic Development Board meets regularly on the second and fourth Tuesday evening of each month at 7 pm in Sanford Hall at Medway Town Hall. Additional meetings are scheduled, usually on Tuesday nights, when the workload necessitates. During 2015, the Board held 45 regular and special meetings including joint meetings with other boards or committees. Included within those meetings were public hearings for proposed site plans, adult retirement community developments (ARCPUD), subdivisions, amendments/modifications to previously approved plans and decisions, and proposed amendments to the *Medway Zoning Bylaw*.

**COLLABORATION** – The Board continued its efforts to improve communication and promote collaboration with other Town boards, committees and departments. The Board is represented on the Town’s Community Preservation Committee, Energy Committee, Design Review Committee and Economic Development Committee. A Board or staff member serves as a liaison to the following Town boards/committees – Conservation Commission, Board of Selectman, Open Space Committee, and Capital Improvements Planning Committee. We also continue to work toward positive relations with other Town boards and departments which are impacted by the Board’s activity including the Treasurer/Collector’s office, Assessor’s office, Building Department, Department of Public Services, Zoning Board of Appeals, and the Fire and Police Departments. In addition, Board chairman Andy Rodenhiser now serves on the newly established Medway Redevelopment Authority. This position enables him to represent the Board’s long-standing interest in planning for the development of the Oak Grove/bottle cap lots area of Medway.



## **2015 KEY ACCOMPLISHMENTS**

- Continued to amend the *Medway Zoning Bylaw* – The Board proposed and Town Meeting approved a recodification of the *Bylaw* at the May 2015 Annual Town Meeting. Town Meeting also approved a new Multi-Family Overlay District and provisions which established the option for developing multi-family developments as authorized by a special permit from the Board.
- Worked toward street acceptance for the Pine Meadow Subdivision. The November 2015 Town Meeting voted to accept Pine Meadow Road and Lantern Lane as public ways.
- Completed review of a major site plan and special permit for the development of Tri Valley Commons at 72 Main Street.
- Began the review of the application of Continuing Care Management LLC of Westborough, MA for and adult retirement community special permit for the Salmon Health and Retirement Community on a 58 acre parcel off of Village Street.
- In partnership with the Design Review Committee, completed a comprehensive update of the *Medway Design Review Guidelines* to incorporate graphics and illustrations to better communicate the desired aesthetics the community seeks for development projects.
- Initiated a process to evaluate the Town's progress toward meeting the goals and objectives of the 2009 *Medway Master Plan*.
- Created a Sign Bylaw Review Task Force with a specific mandate to review and make recommendations on ways to revise Medway's sign regulations.

## **SUBDIVISIONS**

- **Applegate Farm** (Applegate Road) - During 2014, an application was filed to modify a previously approved subdivision plan for Applegate Farm, a 22 lot subdivision at the northeast corner of Coffee and Ellis Streets. Infrastructure construction continued. The Board approved a plan modification to revise the plan to reflect changes to the stormwater drainage system to manage stormwater flow from Virginia Drive across Ellis Street onto the Applegate property. House construction is underway.
- **Hartney Acres** (Newton Lane) – 8 lot subdivision east of Nobscott Road. House construction is completed. Street acceptance during 2016 is anticipated.
- **Norwood Acres** (Trail Drive) – 2 lot, private way subdivision off of the west side of Summer Street. Site clearance, infrastructure and house construction were completed.
- **25 Summer Street** (Summer Valley Lane) – 2 lot, private way subdivision on the west side of Summer Street. Subdivision is completed.

- **Village Estates** (Bedelia Lane) – 2 lot, private way subdivision located off the north side of Village Street. Limited construction has occurred on the roadway and infrastructure.
- **The Haven** (Sorrento Lane) – 2 lot, private way subdivision located off the west side of Fisher Street. Application received, decision issued, plan expected to be endorsed in early 2016.

During 2015, the Board reviewed six applications for Subdivision Approval Not Required (ANR) Plans. ANR plans were endorsed for the following properties:

- 36 & 40 Lincoln Street
- 70 Village Street
- 70 & 72 Main Street
- 3 & 4 Memory Lane
- 59 Winthrop Street 153 Holliston Street

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

Millstone Village - An ARCPUD is a planned residential development for residents 55 years of age and older. In June 2014, the Board approved an ARCPUD special permit for a 51 acre site at Winthrop and Lovering Street for Millstone Village. The development will include 80 residential condominiums in 53 buildings comprised of single family homes, duplex townhouses and triplex townhouses; 3,270 linear feet of privately owned roadway; sewage and water service; drainage/ stormwater management facilities; 20.4 acres of dedicated open space with walking trails available to the public; paved sidewalks; a community house; and associated parking and landscaping. Site access and egress will be from Winthrop Street, a Medway Scenic Road.

Infrastructure and house construction at Millstone continued through 2015. The development will be constructed in phases and will include eight affordable dwelling units.



## Aerial photograph of construction at Millstone Village – February 22, 2016

Salmon Health and Retirement - In June 2015, the Board received an application for an adult retirement community special permit from 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. To be known as The Willows at Medway and Whitney Place, the proposed development consists of 54 cottage style independent living homes located in 29 buildings, a main building to include 15 cottage style independent living homes, 40 memory care apartments, 60 assisted living apartments and 56 independent living apartments, a 3,522 sq. ft. community center/pavilion and a 11,475 sq. ft. medical office building. Planned improvements include 5,498 linear feet of privately owned roadway, sewage and water service; drainage/stormwater management facilities; 37.4 acres of dedicated open space open to the public; paved sidewalks; walking trails/paths; and associated parking and landscaping. Site access and egress will be from Village Street, a Medway Scenic Road.

The open space land will be owned by the applicant and will be protected through a Conservation Restriction and Easement granted to the Town of Medway, acting through its Conservation Commission, for conservation and passive recreation purposes and to permit public access to the open space land, trails/pathways and parking area.

The Board held public hearings throughout the summer and fall of 2015 and expects to make a decision early during the second quarter of 2016.



Site Plan for Proposed Salmon/Willows Senior Living Community off of Village Street

## OPEN SPACE RESIDENTIAL DEVELOPMENTS (OSRD)

Charles River Village – In March 2011, the Board approved an OSRD special permit for a 13 unit, single family, cottage style condominium community on a 7.8 acre site at 6 Neelon Lane abutting the Charles River. That decision was appealed by an abutter. During 2012, the lawsuit was withdrawn and the applicant filed for approval of the Definitive Plan which the Board approved. The special permit was modified in April 2013 reducing the number of units from 13 to 11. Infrastructure has been completed. Home construction began in 2013 and continued through 2015; 10 of the 11 properties have been sold. The development includes 4+ acres of open space abutting the Charles River which has been conveyed to the Town of Medway and is accessible to the public.



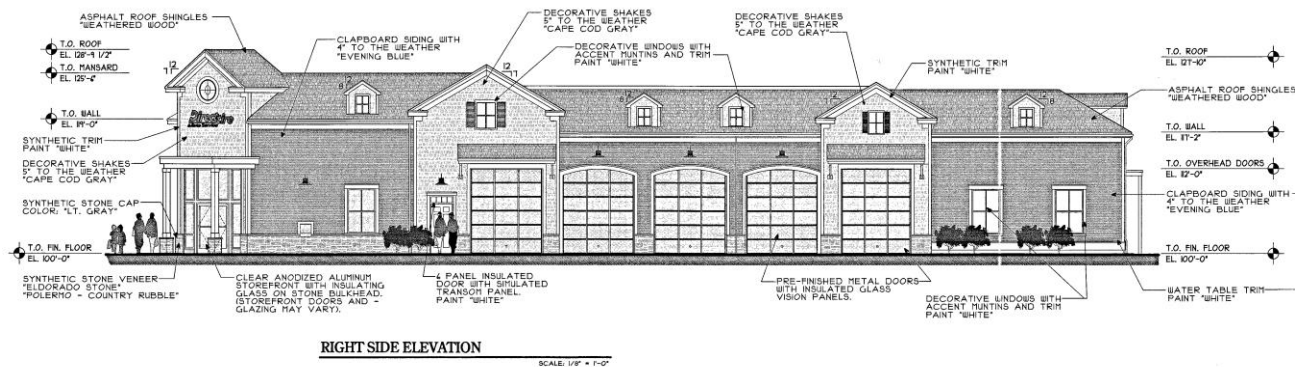
**Cottage style condominiums at Charles River Village**

***SITE PLANS*** - During 2015, the following site plan activity occurred:

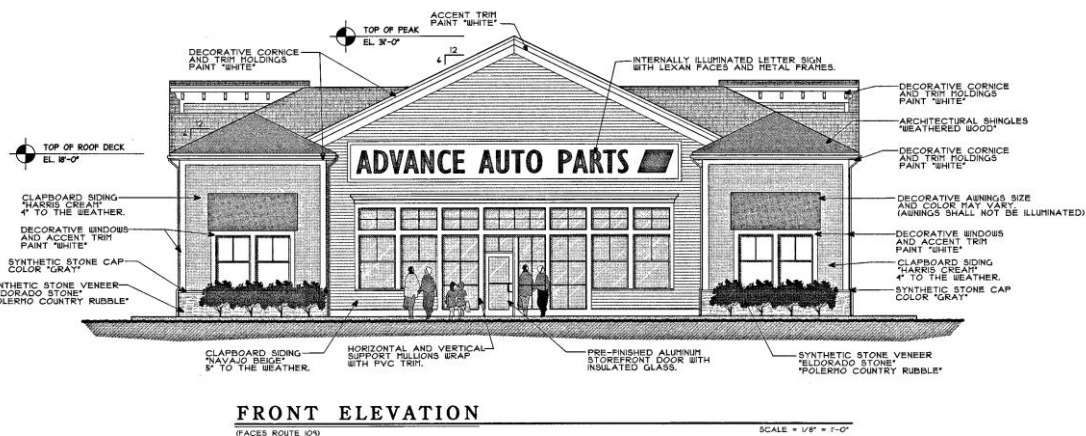
***Tri Valley Commons, 72 Main Street*** – During 2013, the Board conducted an extensive site plan review public hearing for a proposed 34,000 sq. ft. shopping center to be located on property on the north side of Route 109/Main Street between Charles River Bank and Papa Gino's. In July 2013, the petitioner withdrew its application thus halting the Board's site plan review process. In July 2014, a new developer submitted a site plan application to the Board for a very similar development. In September 2014, that developer withdrew its application. During 2015, that same developer submitted a revised site plan which was ultimately approved by the Board in August 2015. The approved Tri Valley Commons development site plan shows three commercial buildings, two of which went under construction during 2015. The approved elevations for those buildings are shown below – Direct Tire, a 6,650 sq. ft. building and Advance Auto, a 6,912 sq. ft. building. A third building is planned, but will not be constructed until a tenant is announced.



## Direct Tire



## Advance Auto Parts



**ADAPTIVE USE OVERLAY DISTRICT (AUOD) SPECIAL PERMITS** – An Adaptive Use Special Permit provides for the commercial and mixed use of residentially zoned property, in scale with the surrounding homes, on portions of Main Street/Route 109 between Mechanic Street and Elm Street and in the area around Medway Village. No adaptive use special permit applications were received during 2015.

**STREET ACCEPTANCE** –The Board and the Board of Selectmen have established a policy to accomplish street acceptance for at least one of the long-standing, unaccepted subdivisions per year. During 2015, the Board directed its attention to the Pine Meadow subdivision. As previously indicated, Pine Meadow Road and Lantern Lane were accepted as public ways at the November 2015 town meeting.

**SCENIC ROAD WORK PERMITS** – Medway has designated 25 roadways as official Medway Scenic Roads. To protect the scenic/rural quality of these roadways, efforts are made to preserve the trees and stone walls that are located in the right of way of these Town streets. Whenever construction occurs on a scenic roadway that would result in the removal of trees or the destruction of stone walls that are located in the Town's right of way, the Medway Planning and Economic Development Board and the Tree Warden are required to conduct a public hearing and issue a Scenic Road Work Permit. During 2015, the Board granted two scenic road work permits – one associated with the Route 109 reconstruction project and another for the proposed Willows senior living community on Village Street. These hearings pertained to removal of trees in the right of way on the south side of Main and Village Streets.

**PERSONNEL** – Medway's Planning office is staffed by Susy Affleck-Childs who works full time as the Planning and Economic Development Coordinator and by Administrative Assistant Fran Hutton Lee whose time is split among the Planning/Economic Development Board office, the Building Department and the Health Department. Amy Sutherland serves as the Board's recording secretary to take notes and produce minutes of Board meetings.

Gino Carlucci, of PGC Associates in Franklin, is the Town's consulting planner. His help has been instrumental in assisting the Board to review commercial and residential development plans and to draft proposed amendments to *Medway Zoning Bylaw*. He participates in various regional planning and economic development organizations including the 495 Partnership and chairs the Southwest Area sub-region of the Metropolitan Area Planning Council. Gino is a staunch advocate for Medway throughout the region and always represents us well.

Tetra Tech, based in Framingham, serves as the Town's engineering consultant. The Board was capably assisted during 2016 by professional engineer Sean Reardon and engineer Steve Bouley and other specialized Tetra Tech staff with particular expertise in traffic engineering and stormwater management. Tetra Tech prepares technical engineering reviews for all development projects that are before the Board to ensure that development plans meet the Town's standards and regulations. Tetra Tech also conducts site inspections during the construction of roadways and infrastructure for subdivisions and other development projects. Tetra Tech serves as the Board's eyes on the ground to ensure that roadway and infrastructure construction are completed in accordance with approved plans.

The Board is most appreciative of Town Counsel Barbara Saint Andre, formerly of Petrini and Associates and now with Kopelman and Paige, for her ready advice and assistance as we attempt to craft creative zoning initiatives and manage the legal details of subdivisions, special permits, performance security, and street acceptance. A high commitment to protecting the Town's best interests is inherent in all her work and we appreciate Barbara's diligence and care.

We sincerely appreciate the staff and consultants with whom we work for their steadfast service to Medway's Planning and Economic Development Board and office. They are a great team.

## **2016 PRIORITIES**

- Continue to refine the Medway Zoning Bylaw with needed improvements identified during the bylaw recodification process undertaken during 2015. Consideration at the 2016 Annual Town Meeting of proposals to amend the accessory family dwelling unit and site plan review provisions.
- Act on a special permit application for the Salmon/Willows senior living community to be comprised of independent living cottages and apartments, assisted living apartments and memory care apartments.
- Act on a site plan application from Exelon for expansion of the power generating facility at Summer and West Streets.
- Receive recommendations from the Sign Bylaw Review Task Force and begin drafting amendments to the signage provisions of the Medway Zoning Bylaw.
- Receive and act on an application for a 60,000 sq. ft. industrial facility in the east Medway industrial park.

**CLOSING COMMENTS** – We believe Medway continues to be on the cusp of some key development opportunities that will invigorate and excite the possibilities for future generations of Medway’s residents.

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

We will continue to work toward a vision that establishes and promotes a more diversified tax base for Medway, thereby creating a more economically stable community for us. We will do that by utilizing proper planning techniques, giving attention to design elements that make our community attractive, respecting residents’ opinions and perspectives, and balancing the community’s vision with private property rights. Past Planning Boards built the platform on which the current Planning and Economic Development Board bases its work. They developed and promoted the adoption of zoning bylaw amendments to expand the available supply of commercially zoned land and a broader range of business types. Other zoning changes allowed for alternative housing options such as adult retirement communities and open space subdivisions. More recently, the Town approved new provisions for multi-family developments.

I would like to recognize the hard work of the allied land-use committees with whom we directly collaborate - the Design Review Committee, Open Space Committee, the Economic Development Committee, the Affordable Housing Committee and Trust, and the newly

established Medway Redevelopment Authority. I encourage you to read their individual annual reports for highlights of their activities during 2015.

It has been my privilege and pleasure to serve Medway during 2015 with my fellow Board members Tom Gay, Chan Rogers, Karyl Spiller-Walsh, Bob Tucker, Matt Hayes and Rich Di Iulio. I admire their dedication and thank them for providing their time, talents and thoughtful perspectives. I especially want to thank Vice Chairman Bob Tucker for his support and always being available to step in to run Board meetings when I wasn't able to participate.

On behalf of the full Board, I want to thank the citizens of Medway for electing us to guide the growth and development of this wonderful community we call HOME!

Respectfully submitted,

Andy Rodenhiser, Chairman



## **Report of the Medway Redevelopment Authority**

The Medway Redevelopment Authority (MRA) is an independent municipal urban renewal authority established by the Town of Medway in 2014, in accordance with Massachusetts General Laws, Chapter 121B. The Authority is governed by five members, four of whom are elected and the fifth member is appointed by the Governor. The members are as follows: Andy Rodenhiser, Chairman (2016); Michael Griffin, Vice Chairman (2018); Douglas Downing, Treasurer (2019); Ray Himmel, Member (2017); and Paul Yorkis (State Member, 2019). The mission of the Medway Redevelopment Authority is to encourage reinvestment by means of development of underutilized areas that will lead to job creation, added housing opportunities, a mix of commercial and industrial uses, an improved tax base, and a better quality of life for all residents of Medway. The MRA will function as a catalyst in fostering public/private partnerships. The initial focus is on the Oak Grove area, also known as the "Bottle Cap lots".

During 2015, the MRA:

- Developed a Request for Proposals (RFP) for the development of an Urban Renewal Plan for the Oak Grove area. The RFP was issued in August and responses were due back in September. Three firms submitted bids in response to the request. Evaluated the bids and interviewed the firms which led to a recommendation to the Board of Selectmen to award the contract to BSC Group, Inc. The contract was executed in December and BSC Group has commenced the process to develop the Urban Renewal Plan. The completion of the Urban Renewal Plan is anticipated for summer of 2016.
- Assembled a variety of stakeholders to sit on a steering committee to be utilized for input towards the direction of future redevelopment and build consensus during the development of the Urban Renewal Plan.
- Held a site visit with the Community Revitalization Coordinator of the Massachusetts Department of Housing & Community Development.
- Met with one of the property owners that owns a large number of the lots in the Oak Grove area to provide a status update and progress of the MRA as well as inform them of next steps and process.
- With the Town and legislative delegation, sought the passage of House Bill 3361, now known as Chapter 140 of the Acts of 2015, relative to the MRA.
- Researched and developed a preliminary list of potential assistance, resources and funding opportunities that could support the future redevelopment of the area.

The MRA generally meets on the fourth Wednesday of each month at 7:00PM at the Medway Senior Center. All meetings are open to the public.

Respectfully submitted,  
Andy Rodenhiser, Chairman

## **VETERANS SERVICES DEPARTMENT – MetroWest District**

Veterans' Services Departments are mandated by State law to be maintained in all communities of the Commonwealth for the sole purpose of assisting Veterans and their dependents in receiving Federal, State, and local benefits made available by the US Government and by the Commonwealth. In 2014 additional Legislation was passed that required Veterans Agents in these Departments be Certified by the Massachusetts Department of Veterans Services (DVS).

The Towns of Medway, Hopkinton, Holliston and Ashland are members of the MetroWest Veterans' Services District, which is overseen by a Board of Directors. Each Communities Board of Selectman appoints a representative to this board. A chairman is selected by the members of the board.

The district operates 5 days a week primarily from a central office located in Holliston. For ease of access, satellite offices are maintained in each community. We have provided home visits to those veterans or their widows who have limited mobility. In addition, as a community service, we continue to provide assistance to family members who may reside in the district, but the veteran or widow resides out of the district, and in some cases out of the state.

Our mission is to advocate on behalf of the Veteran and their eligible dependents in providing information and assistance in obtaining earned benefits and entitlements from Federal, State and local agencies.

As the Burial Agent for each community, we insure for the proper interment of veterans and work closely with each community's Graves Officer to insure compliance with applicable general laws, regulations and policies.

Our Top Priorities:

- Provide top quality support services
- Work closely with each municipality on issues that pertain to veterans
- Provide direct financial assistance to those veterans and their dependents that are in need

On-going goals:

- Consolidation of veterans records to one location
- Maximize the use of electronic media where practical and feasible
- Conduct or participate in local outreach events

In March of this year we hired a new Veterans Agent and with the Boards approval, increased the hours from 7 to 15 hours a week, which allowed for Case Management. Sarah Bateman, our new Veterans Agent is the primary point of contact for Ashland and Hopkinton.

In August, the Town of Holliston acquired an office building to house two of their departments. The district was offered much needed office space to consolidate its operations to one location.

In September the main offices moved to 1750 Washington Street in Holliston. This new location is centrally located on a major route that is accessible from all the communities. It provides ample parking, handicap access and direct access the District's Staff. The offices allows for privacy and confidentiality when discussions turn to sensitive issues. The district still provides office hours in each community and has retained its satellite office in Ashland.

In October 2015 both the Director and Agent received their Certification (as required by law) by DVS after having successfully completed (with high marks) the Veterans Benefits and Services Officer Certification Examination Course.

This year the district processed 20 requests for financial assistance under Chapter 115 M.G.L., totaling \$230,715.00 in benefits paid to eligible veterans and families.

We have provided assistance in filing 31 VA Claims ranging from: service connected disabilities; pensions and Dependents Indemnity Compensation of which 23 (known) were completed by the VA. For 2015 an estimated \$1,053,000.00 in VA compensation benefits had been received by veterans and widows residing in the district. In addition, we assisted numerous family members in obtaining burial benefits and grave markers for the deceased veteran. On two occasions, the grave marker received was inaccurate. We immediately contacted the VA's National Cemetery Administration and by working closely with the family and the VA were able to obtain a new corrected marker in two weeks. These are just a few of the many other veterans' issues that we provide assistance with on a routine basis.

Respectfully submitted

JOHN T. GIVNER, Director & Veteran Services Officer

## **Report of the Zoning Board of Appeals**

The Zoning Board of Appeals is empowered by Massachusetts General Laws Chapter 40A and 40B to hear and decide Appeals, and petitions for Variances, Special Permits, and Comprehensive Permits, and to make findings on nonconforming uses and structures. Public hearings are normally scheduled for the first and third Wednesday of each month. The Board consists of five permanent members and one associate member, each appointed by the Board of Selectmen for a three-year term. The members are as follows: David Cole, Chairman (2017); Carol Gould, Clerk (2016); Craig Olsen, Member (2016); William Kennedy, Member (2017); Eric Arbeene, Member (2018); and Brian White, Associate Member (2018). As the year concluded, one seat for an associate member remained vacant.

During 2015, the Zoning Board of Appeals:

- granted 10 requests for Variances
- granted eight requests for Special Permits
- issued one Finding relative to a lawfully pre-existing nonconforming one family dwelling

The Board recommends that petitioners who intend to file an application for a hearing with the Board consult with the aforementioned chapters of the Massachusetts General Laws, the Medway Zoning Bylaw, which is available online through [www.townofmedway.org](http://www.townofmedway.org), and Town staff. Application forms are available on the Zoning Board of Appeals webpage on the Town website.

Respectfully submitted,

David Cole, Chairman

## **MEDAY SCHOOL DEPARTMENT**

### **EXPECTATIONS THAT SUPPORT STUDENT LEARNING**

All educators will:

- Act upon the belief that, with appropriate supports, every student can achieve at high levels.
- Share responsibility for the learning of all students by actively collaborating with colleagues.
- Personalize and differentiate instruction to engage and challenge each learner.
- Model for students the core values of respect, perseverance, integrity, responsibility, and tolerance.
- Provide safe and supportive schools.

All students will:

- Exhibit the core values of respect, perseverance, integrity, responsibility, and tolerance.
- Be active and engaged members of the school community.
- Take appropriate risks and believe that hard work and persistence are the keys to successful learning.
- Collaborate with others to solve problems and accomplish goals

Parents will:

- Be supportive of and participate actively in PreK-12 school programs.
- Ensure that students come to school on-time, prepared, rested, and ready to learn.
- Partner with teachers to support their children's learning.
- Support their children's efforts to build skills as independent learners.

The community will:

- Provide resources to support a balanced program of academics, arts, athletics, and co-curricular programs.
- Support school and student learning partnerships with community businesses and organizations.

### **EXPECTED LEARNING OUTCOMES**

All students will:

- Meet or exceed grade-level essential learning outcomes/content standards.
- Communicate effectively and appropriately, both orally and in writing.
- Define and solve complex social and academic problems independently and in teams.
- Use technology for communicating and learning.

## **Report of the Superintendent of Schools**

The Medway Public Schools continues to be a very high-performing district. It is a time for transition within our district as Dr. Armand Pires was appointed superintendent of schools, and Mrs. Gabrielle Abrams serves the district in the role of assistant superintendent. In addition, the district welcomed new high school principal, Timothy McCarron. In addition, Mr. Ryan Quigley was hired as the middle school assistant principal and Mr. David List will serve as the dean of academics and activities at the high school.

The focus of this year has been planning for the future. The Medway School Committee initiated a process to develop a strategic plan for our district. The process to develop a strategic plan began this fall and is continuing. We are pleased to have identified five strategic plan goals:

*Goal #1: Improved Student Achievement:* Increase the achievement of all students.

*Goal #2: Social/Emotional Wellness:* Foster the social, emotional and healthy development of all students.

*Goal #3: Innovative Teaching and Leadership:* Ensure best practices and encourage innovation in teaching and leading.

*Goal #4: Positive Learning Culture:* Cultivate a school, student and professional culture that values trust, collaboration and effective communication.

*Goal #5: Productive Community Partnerships:* Strengthen engagement, trust, communication and collaboration between the Medway Public Schools and key stakeholders.

The Medway Public Schools continues to be committed to providing an exceptional education for our students. We appreciate the continued support of the community.

Respectfully submitted,  
Armand Pires, Ph.D.  
Superintendent

## Medway High School

Medway High School enrolled, on average, 782 students over the 2015 calendar year. There were 183 members in the class of 2015, and 86% attended post-secondary education in the months following graduation.

Our performing arts program in 2015 presented two, very well received, one-act plays in the fall: *Check Please!* and *Small Actors*; our spring musical was *Grease* and was well attended by the community.

During 2015, band and chorus students auditioned for the Central District Senior Music Festival. Three students were accepted, two from chorus and one from band. One student from band and one student from chorus also received an All-State Recommendation and will be auditioning in January 2016 for the All-State Band and All-State Chorus. Nine students were also recognized in the Boston Globe Scholastic Art Awards, earning one Silver and one Gold Key, with seven Honorable Mentions!

Changes implemented this year included:

- Establishment of a P.L.T.W. Engineering & Design capstone course for seniors.
- Establishment of a new MHS Leadership Council.
- Establishment of monthly forums with the principal for students, parents, teachers & the union.
- The beginning of the NEASC (New England Association of Schools & Colleges) accreditation process.
- Awarded Metro-West Health Foundation Grant to better service MHS students returning from prolonged psychiatric or medical absences.
- New safety procedures for the evacuation of the building & campus.
- The hiring of a new MHS principal (Timothy McCarron) and Dean of Academics & Activities (David List).

We would like very much to thank the community for its active participation in helping to make our high school a school focused on academic achievement, student wellness and community participation. We look forward to a highly productive 2016.

Respectfully submitted,  
Timothy M. McCarron  
Principal

## Medway Middle School

Medway Middle School currently serves students in grades 5-8. Middle schools seek to provide students with a safe and nurturing learning environment that supports students academically, emotionally, and socially. The goal of the middle school is to support students during an often tumultuous time in their development. In the end, the objective is to provide a strong middle level education experience that has provided students with the requisite skills to become independent learners.

Medway Middle School has continued to perform well on the Massachusetts MCAS assessments. Medway Middle School scored at the 92<sup>nd</sup> percentile of all middle schools in Massachusetts and has been identified as a Level 1 school by the Massachusetts Department of Elementary and Secondary Education. Through the efforts of the dedicated faculty and staff, Medway Middle School continues to make significant progress towards meeting its annual Progress and Performance Index (PPI) goal.

The students of Medway Middle School and the residents of the town continue to benefit from the recently completed construction project that was generously supported by the residents of the Town of Medway, the Massachusetts School Building Authority, and the Middle School Building Committee. It is evident by the improvements made to the building and campus that the students and residents of Medway will be well served by the building for many more years to come.

The students of Medway Middle School continue to benefit from increased access to technology. The administrative team at the middle school continues to work closely with the Director of Technology to further enhance the educational experience of students through technology. This task is made easier by the improvements to the technology infrastructure. This year, we have a group of educators who are engaged in professional development to become *Google Certified Educator*. The certification process, in addition to other professional learning opportunities for educators, ensures that our educators are effectively integrating technology into her or his instruction daily. It has also created a group of resident experts that are able to assist all faculty members with increasing technology integration, which has benefited all students.

Finally, the Mandarin program that was initiated in the fall of 2012 has continued to provide students the opportunity to learn a non-western language. Students in grades 5 through 8 had the opportunity to continue their study of Mandarin. The first group of students who participated in our Mandarin program have moved to Medway High School, where they had the opportunity to continue their studies. This year we continued to offer students in grades 7 and 8 an opportunity to participate in Project Lead the Way. Project Lead the Way is a pre-engineering curriculum that provides students the opportunity to follow the engineering process from design to product. This year, students were able to elect to participate in the first course, Automation and Robotics. We are looking forward to providing all students the opportunity to participate in the pre-engineering curriculum in the future.



Medway Middle School is fortunate to be so well supported by the community. The faculty and staff of Medway Middle school would like to thank the Medway Middle School Council, the Medway Secondary Home and School Association, the Medway Foundation for Education, and the Medway community for their continued support.

Respectfully submitted,  
Cari Perchase, C.A.G.S, M.Ed.  
Principal

## Burke-Memorial Elementary School

Burke-Memorial School is home to our second, third and fourth grade students and serves 500 children. The school houses 166 students in the second grade, 167 in the third grade and 167 in the fourth grade. There are eight sections at each grade level at Burke-Memorial School.

Students participate in all state required content curriculum and special subject courses.

English language arts including reading, writing, speaking and listening are taught daily. All students participate in both readers' and writers workshop. The *Everyday Math* program is the core mathematics curriculum in the elementary grades. Science and social studies content is both integrated into the English language arts curriculum and taught as independent subjects.

Third and fourth grade students receive hands-on science/technology instruction by a science specialist. Students participate in this integrated, paperless science/technology class three times a week. Second grade students receive science instruction from their classroom teacher. Students in second grade also receive technology instruction once a week. All students receive weekly lessons in art, music and physical education. Students also visit our school library each week. Burke-Memorial school houses two computer labs and a variety of electronic mobile devices including, iPads, laptops, Chrome books and interactive projectors. Additionally, technology instruction is integrated into classroom instruction. All students participate in the Open Circle Social Competency Program.

New to Memorial School for the 2015 school year is the Positive Behaviors Interventions and Support program (PBIS). As a result of this program, the school developed 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. Students and staff celebrate accomplishments related to these core values throughout the school year.

Medway elementary teachers receive ongoing professional development in order to stay current with the state curriculum and other mandates. During the 2015-2016 school year, elementary teachers are receiving training in the Massachusetts Curriculum Frameworks, the Reading Workshop Model, and the use of technology to enhance instruction. In addition, staff members are receiving professional training in bullying prevention, Social Thinking, and other various special education topics.

Support through the Medway Elementary Parent Teacher Organization (MEPTO) is an integral piece of the learning package. This year, MEPTO funds purchased books for classroom libraries, poster makers and laminators to assist teachers and recess equipment for our students.

MEPTO also sponsors our program with the Medway Community Farm. Additionally, through fundraising activities, MEPTO offers many extra-curricular activities for the students including field trips, in-house enrichment programs, Junior Great Books, and community events.

Medway's Community Education department offers additional after school programs in homework help, mathematics enrichment, creative writing, study skills, art, music, theatre and sports.

Parent nights at the schools include open house and curriculum evenings, reading and math family workshops and informational sessions on the reading workshop. Teas/Coffees with the Principal are scheduled throughout the year. Orientation events are held for students transitioning to Burke- Memorial School from McGovern School.

School administration works closely with the principal of McGovern School to keep lines of communication open. While each Elementary School has its own school council, the councils meet together to ensure continuity between the 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, Title I math staff and reading support staff to help provide students with the best possible education.

Respectfully submitted,  
Amanda Luizzi  
Principal

## Student Services

Medway student services continued its focus on building capacity, refining and remodeling programs and service delivery around a guiding philosophy of presumed competency and inclusion. To that end, we continue to adopt Thomas Hehir's phrasing as a vision for our work with students: **Minimize Impact; Maximize Participation, Independence and Achievement** -- Thomas Hehir.

The least restrictive environment for some of our students is a specialized classroom within the school district rather than in an out of district placement. The district has continued to develop the LINKS program (linking home, school, and community) and retooled the MOVE program (Medway Opportunities for Vocational Education) to focus on the shifting needs of the student population. The LINKS program (located at the elementary, middle and high school levels) continues to provide students with flexible emotional, social, and academic supports that meet the students' needs in the least restrictive environment. LINKS students can have highly variable symptom presentation from day to day, and high quality, individualized treatment planning is integral to supporting these students.

The MOVE program, located at Medway High School, has evolved into a partnership program with the ACCEPT Collaborative over the last two years. Originally conceived as a predominantly sub-separate program for students with intensive academic and physical needs, the program focus has shifted with the graduation and relocation of its original students. The Medway Partnership Program currently serves three students who receive sub-separate instruction in English language arts and mathematics, and inclusive instruction in all other subjects. These students have their transition needs met through receiving specialized vocational training in the ACCEPT Center for Transition, located at Medway High School.

This year, the middle school has continued to implement, in cooperation with the Landmark School, a language-based learning disability (LBLD) service model for students. The LBLD project was piloted at the middle school in 2014-2015 to address how to differently service the increasing numbers of dyslexic students who struggle with middle school routines, reading and academic demands. In July, a strategic plan was presented to the school committee to address concurrent student and staff development needs. Historically, out of district students from Medway typically consisted of students with social, emotional or cognitive impairment. More recently, with the implementation of in-district programming to support students with these profiles, it has become evident that the next emerging category to need specialized in-district instruction is that of the dyslexic student.

Throughout this year, teachers and administration from the Medway Middle School and administration from Burke/Memorial Elementary School have been meeting to help define who these students are and what characteristics they exhibit at both the elementary and middle school levels in order to determine the need for specialized instruction. The LBLD student is one who exhibits *average* cognitive abilities, who presents with a significant language based learning disability (identified through testing and classroom performance), and who also needs

extensive support in academics, reading, and speech and language. This student differs from the traditionally learning disabled student in that the effect of the disability is more rooted in language and information processing and from the traditionally cognitively impaired student in that the effect of the disability is not rooted in diminished cognition.

This second year of implementation has been one where teachers and administration explored the breadth of the LBLD as a separate profile and engaged in professional learning with the Landmark School to understand what and how programming for this profile impacts practice and service delivery. In support of the goal to keep LBLD students in their home schools, a model in which students receive co-taught, small group support from a special educator, speech pathologist and reading specialist was introduced at the middle school in the 2015-2016 school year. These students also received co-taught math and English language arts with the special educator and regular educator.

Yoked to the shifting needs of the students is the need to periodically evaluate administrative support structures. This year, the student services department, in collaboration with an interdisciplinary stakeholder team has studied the current student support model, resulting in specific recommendations for staffing at the building levels and specific, district and building-based roles and assignments for student services administrators.

Finally, an integral component of achieving our vision for students is to ensure that staff members are oriented to that vision and receive appropriate professional development to build individual skill sets and collective capacity in the district. This year, professional development for teachers and paraprofessionals has included:

- Safety care training as a means of crisis de-escalation
- Safety care train-the-trainer development to build in-district capacity so that MPS is able to provide year round training in a cost effective manner.
- Language-based Learning disability training for select middle school teachers
- Executive functioning training for self-selected employees
- Registered behavior technician training for select paraprofessionals
- Trauma-informed education training for self-selected employees
- Inclusion training
- 504 Training for all guidance staff and administrators
- District-wide orientation and training in new physical restraint regulations
- Service delivery development
- Social thinking/theory of mind training
- Orientation to the new social and emotional learning (SEL) standards for early childhood.
- Advanced principles of ABA for the early childhood classroom

Medway continues to collaboratively implement processes and procedures to support the work teachers do with and for students. A unifying vision and flexible administrative structure

ensures that teams use a common lens in which decisions are made. In this way, we continue to work towards the goal that special education should be collaborative, inclusive and transparent.

Respectfully submitted,  
Kathleen M. Bernklow  
Director of Student Services

## **Athletic Department Annual Report**

The Athletic Department is an integral component of the four-year experience at Medway High School. The number of student athletes participating in our programs has been consistent over the past few years: Close to 400 in the fall, 200 in the winter and 350 in the spring. The Mission Statement of the Athletic Department reflects the guiding philosophy of the high school: "The Athletic Department's mission, in partnership with community, is to foster an environment that encourages the pursuit of excellence for all through participation in sports. The athletic community strives to provide an atmosphere for students to learn life-long skills of teamwork, dedication, self-discipline and above all, sportsmanship. We encourage families to be active supporters of our teams' efforts by being positive role models that attend events to encourage all to compete to the best of their abilities. We also expect our supporters to be representatives of the Medway School Department, displaying good sportsmanship and fostering a positive environment."

Medway High School competes against the following towns: Millis, Medfield, Dover/Sherborn, Westwood, Holliston, Hopkinton, Ashland, Bellingham and Norton. We also schedule some non-league contests with schools of similar characteristics.

The fall teams were very successful once again. Volleyball, Field hockey, Cheering, Golf, and both soccer teams qualified for the post season. The girls' soccer team was the TVL champion for the third year in a row. The girls won the districts and state semi-final, and lost a heartbreaker of a game in the State final.

The winter season has begun: the indoor track team has 60 boys and girls ready to compete; our girl's ice hockey program continues to be part of a coop team with Ashland, Millis and Holliston. The parents work hard to raise the funds that allow this self-funded program to continue to gain momentum. The team will compete in South Eastern Mass Girl's Ice Hockey League. The boy's hockey team continues to be a perennial power in the TVL, as well as the State. Both of our boy's and girl's basketball programs continue to offer a solid team experience for all; although the number of girls has decreased and only two levels will be offered again this year. The skill levels continue to improve and our teams should be very competitive in the league. Medway will continue to participate in two other coops to increase the winter sports offerings: Swimming with Holliston, and Gymnastics with Holliston and Millis.

The \$235 athletic fee, along with the gate receipts collected, helps to maintain the programs we offer. At this time, we are able to provide the following: Fall:

Football (3 levels); Girls Volleyball (3 levels); Girls Soccer (2 levels); Boys Soccer (2 levels); Field Hockey (2 levels); Cheerleading; Golf (2 levels/coed); Boys' and Girls' varsity Cross Country. Winter: Ice Hockey (2 levels); Boys Basketball (3 levels); Girls Basketball (2 levels); Cheerleading; Indoor Track (coed); Girl's Ice Hockey; Swimming (Holliston) and Gymnastics (Holliston and Millis).

Spring: Girls Tennis (2 levels); Boys Tennis (2 levels); Girls Track (varsity only); Boys Track (varsity only); Baseball (3 levels); Girls Softball; Boy's Lacrosse (2 levels) and Girls Lacrosse (2 Levels); Ultimate Frisbee (coed).

The 5<sup>th</sup> year of the Medway Turkey Trot saw just over 1,300 runners register for the annual event that has grown to bring the Medway community together to start the Holiday. The weather was perfect this year, and thanks to the Medway Police, along with the 50+ volunteers, the event was flawless. Revenue generated from the race is held by the Turkey Trot committee, and is used to buy replacement uniforms for the high school and middle school teams.

Respectfully submitted,  
Robert Pearl  
Athletic Director



## **Community Education**

The Medway Public Schools Community Education Department is a self-sustaining program that provides educational and enrichment services to all citizens of Medway and to the residents of area towns throughout the year. By incorporating academic, vocational, career enrichment and a myriad of other courses, the department provides both educational and creative opportunities for people of all ages and ability levels. We are pleased to provide these valuable services as our program continues to grow and evolve.

We offer summer programs for adults, as well as the many programs offered for children entering grades K-12. All participants enjoyed a very exciting, stimulating and cooling summer with enrichment programs, swimming lessons at the Franklin YMCA, a multitude of fitness/sports programs for all including: golf, tennis, baseball, lacrosse, basketball, track & field, field hockey, Zumba Gold, boot camp, water aerobics, and more. Our weekly Summer Adventures program for children entering grades K-5 is a full-day program with an early and/or late day component in order to meet families' needs. Children attending this program, which runs for seven weeks allowing children to attend any or all weeks, also enjoy a twice weekly swim time at the Franklin YMCA. The children always enjoy many special events/guests who travel to Medway each week to entertain and amaze our children with their talents with a DJ dance party, crafts, the Capron Park Zoomobile, fitness games and activities, science wizardry, storytellers, a World Champion Frisbee demonstration and hands-on show, just to name a few.

Community Education continues to provide After-school programs throughout the school year at the Middle, Memorial and McGovern schools. The Community Education Department implements, oversees and, when needed, financially supports these programs. These programs have grown tremendously in offerings and in participation. Thank you to the teachers who have given the time, expertise and creativity in providing these valuable programs to the children of Medway. We are so pleased to support an after school private music lesson program for children in grades 5-12. This program offers students the opportunity to study their instrument with a professional specialist in a one-to-one setting. This program would not have been possible without the support of the Medway Friends of Performing Arts and Amanda Webster, High School Music Department teacher.

We work closely with the Medway Community Farm to provide valuable programs for children and adults, opening the farm to all. The Department also partners with area businesses to showcase their talents and expertise in many wonderful workshops.

Due to The Driver's Training Center closing in June, we welcomed The Teacher's Driving Academy (TDA) as our new driving school program for students. TDA offers their services in 17 towns and were very highly recommended to us by other area schools. Parents and children will appreciate the ease of on-line scheduling of driving time, full-service pick-up and drop-off, and optional Saturday Registry road testing for TDA students only.

We are in our seventh year of our very successful *Medway Day Care Center* for Medway Public School staff members' families, and, as space allows, other area families. As Director, I am so grateful to the wonderful, hardworking teaching staff of our day care. They are the backbone of this program. Their experience, care, and dedication to the children has been of great comfort and gratification to the families we serve.

I have been re-appointed by the superintendent as the Department of Elementary and Secondary Education's Homeless Education Liaison. In this position, I work closely with the Medway House Shelter staff and residents in introducing new students to our district and in making sure their educational needs are met. In this position, I also work to make sure the needs of any Medway student, whose family is going through personal or financial hardship and/or may be living with family or friends (doubled up), are taken care of to the best of my ability.

The Community Education Department continues to offer a 15% discount to senior citizens and active military families for our classes. We also continue to offer scholarships to citizens of Medway who are facing financial hardship, and we continue to see an increase in this need.

I wish to thank all those who continue to help make the Community Education programs possible. First and foremost, my utmost thanks to my team; Karen Niemczyk, Assistant Director and Eileen Kalukin, Program Coordinator. They are the chief support of our Department. We have always been very grateful to Dr. Judith Evans, Superintendent of Schools, for all her support and guidance in helping our Community Education Department to flourish. We are now under the leadership of Dr. Armand Pires, previously Assistant Superintendent, and now the Interim Superintendent, and have been working closely with him to maintain the same level of support that has always existed. The school committee members have shown their dedication in maintaining the integrity of our department and its programs and for this we are extremely grateful. Thank you to the administrators, teachers and secretaries at each of Medway's schools for their assistance on a daily basis and to the custodial staff for keeping the schools open and clean for our use after school and in the evening. A special thank you to all of our instructors who bring their own distinctive, creative and professional approach to our programs. Their expertise and enthusiasm are important ingredients to our success.

As always, it is a tremendous pleasure to provide enrichment programs for all. We thank the citizens of the town for their continued involvement, participation, and input, all of which enable the Community Education Department to continue to be a valuable resource to the residents of Medway and all nearby communities.

Respectfully submitted,  
Margery Monahan  
Director

### Enrollment History

| <b>Grade</b>         | <b>2005</b> | <b>2006</b> | <b>2007</b> | <b>2008</b> | <b>2009</b> | <b>2010</b> | <b>2011</b> | <b>2012</b> | <b>2013</b> | <b>2014</b> |
|----------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| <b>K</b>             | 222         | 185         | 209         | 153         | 183         | 162         | 142         | 148         | 144         | <b>137</b>  |
| <b>1</b>             | 219         | 224         | 193         | 211         | 154         | 196         | 160         | 153         | 158         | <b>165</b>  |
| <b>2</b>             | 217         | 217         | 223         | 198         | 209         | 163         | 191         | 162         | 158         | <b>156</b>  |
| <b>3</b>             | 212         | 223         | 215         | 228         | 199         | 214         | 158         | 188         | 163         | <b>163</b>  |
| <b>4</b>             | 223         | 209         | 223         | 215         | 231         | 202         | 211         | 162         | 194         | <b>167</b>  |
| <b>Sub Total</b>     | <b>1093</b> | <b>1058</b> | <b>1063</b> | <b>1005</b> | <b>976</b>  | <b>937</b>  | <b>862</b>  | <b>813</b>  | <b>817</b>  | <b>788</b>  |
| <b>5</b>             | 246         | 218         | 198         | 223         | 213         | 224         | 203         | 213         | 161         | <b>192</b>  |
| <b>6</b>             | 233         | 243         | 218         | 198         | 221         | 209         | 222         | 200         | 218         | <b>163</b>  |
| <b>7</b>             | 233         | 228         | 238         | 212         | 203         | 217         | 209         | 215         | 198         | <b>216</b>  |
| <b>8</b>             | 247         | 235         | 227         | 240         | 205         | 205         | 216         | 210         | 212         | <b>200</b>  |
| <b>Sub Total</b>     | <b>959</b>  | <b>924</b>  | <b>881</b>  | <b>873</b>  | <b>842</b>  | <b>855</b>  | <b>850</b>  | <b>838</b>  | <b>789</b>  | <b>771</b>  |
| <b>9</b>             | 213         | 219         | 200         | 200         | 216         | 181         | 190         | 206         | 192         | <b>204</b>  |
| <b>10</b>            | 162         | 215         | 218         | 203         | 201         | 219         | 185         | 189         | 211         | <b>195</b>  |
| <b>11</b>            | 211         | 165         | 213         | 211         | 207         | 202         | 221         | 186         | 188         | <b>210</b>  |
| <b>12</b>            | 187         | 206         | 161         | 214         | 211         | 209         | 203         | 219         | 186         | <b>188</b>  |
| <b>Sub Total</b>     | <b>773</b>  | <b>805</b>  | <b>792</b>  | <b>828</b>  | <b>835</b>  | <b>811</b>  | <b>799</b>  | <b>800</b>  | <b>777</b>  | <b>797</b>  |
| <b>EC &amp; PreK</b> | 64          | 69          | 45          | 57          | 40          | 52          | 61          | 29          | 41          | <b>44</b>   |
| <b>Home Ed</b>       | 20          | 14          | 21          | 12          | 13          | 14          | 12          | 12          | 8           | <b>6</b>    |
| <b>TOTAL</b>         | <b>2907</b> | <b>2870</b> | <b>2802</b> | <b>2775</b> | <b>2706</b> | <b>2669</b> | <b>2584</b> | <b>2492</b> | <b>2432</b> | <b>2406</b> |

Matthew Austin Ahearn<sup>2</sup>  
 John Adrian Alberta III  
 Briana Nicole Alberti<sup>2</sup>✦  
 Haley Paige Anderson<sup>2</sup>  
 Ciara Eileen Anderson<sup>2</sup>  
 Caitlyn Elizabeth Arego  
 Kenny Kethstia Augustin  
 Austin William Aviza  
 Keon Bahery  
 Samuel Karl Bauman  
 Kyle Jacob Beltramini<sup>2</sup>  
 Kathryn Ann Bennett<sup>2</sup>✦  
 Alex Manning Bergeron<sup>2</sup>✦  
 Michael Ross Boldy  
 Michael James Brady<sup>2</sup>✦✦  
 Kara Elisabeth Brewer<sup>2</sup>✦  
 Julia Elizabeth Brodeur  
 Erik Matthew Caci  
 Melissa Emily Caffrey  
 Matthew Christian Campbell  
 Dylan Patrick Catuna  
 Alexandra Beth Childress  
 Brian Robert Choate  
 Joseph David Clifford  
 Henry Read Cobb<sup>2</sup>✦  
 Samantha Jane Collins<sup>2</sup>✦✦  
 Ian Robert Costello<sup>2</sup>  
 Madison Rose Cottone  
 Kiley Eileen Cronin<sup>2</sup>✦  
 Victoria Anne Cunha  
 Gregory Paul Danehy

Matheus Sanches DaSilva  
 Gabriel Dias DeBarros  
 Christina Lucia DeFilippo  
 Karly Elizabeth Derrigo  
 Andrew Alan DiBiasio<sup>□♦⌘</sup>  
 Eric John Donovan<sup>□</sup>  
 John Daniel Dougherty  
 Kevin Joseph Doyle  
 Abbigale Emily Doyle  
 Nicholas Brandon Dunne<sup>□♦□</sup>  
 Cameron James Dwyer  
 Jacqueline Rae Dwyer<sup>□♦</sup>  
 John Paul Eisenstadt<sup>⌘</sup>  
 Nicole Terese Eklund  
 Christine Marie Evers<sup>□♦</sup>  
 Justin Philip Faulkner  
 Ryan Joseph Ferns  
 Sam Fiero  
 Cameron Keith Fisher  
 Meghan Ana Gallagher<sup>□♦</sup>  
 Matthew Robert Gallotto<sup>□♦</sup>  
 Sophia Jennifer Gerges  
 Joshua Eric Gittings<sup>⌘</sup>  
 Jennifer Marie Goemaere  
 Mark Carlos Goodwin  
 Connor Francis Graves  
 Madeline Rose Grossman<sup>□♦</sup>  
 John Anthony Gruttadauria  
 Sarah Jean Hahn<sup>□</sup>  
 Kathryn Marie Hamer  
 Jake Robert Hamilton<sup>□♦</sup>  
 Raya Lee Hankin  
 Morgan Leigh Harris<sup>□♦</sup>  
 Emma Barrie Hart  
 Jacob Daniel Heins  
 Kristin Nicole Henry  
 Andrew Joseph Hladick  
 Helen Alicia Hoft<sup>□</sup>  
 Jaclyn Afonso Hosker<sup>□♦</sup>  
 Anthony Phillip Iarussi  
 Bailey Kathleen Irr<sup>□</sup>  
 Kestutis Jacobs  
 Emma Therese Kahn

Andrew James Kaplan  
 Jessica Lorraine Kaplan<sup>2</sup>  
 Adem Yusuf Karacaoglu<sup>2</sup>✦  
 Alex Ali Karacaoglu<sup>2</sup>✦  
 Julie Macuen Kasparian  
 Kevin Adam Kaufman  
 Thomas Patrick Kelley  
 Kayla Brooke Kenney<sup>2</sup>✦  
 Ryan John Kilgallon<sup>2</sup>  
 Kimberly Lynn Kingsbury  
 Alexandra Elise Kingsley  
 Benjamin James Lagan<sup>2</sup>✦✧  
 Theodore Gordon Lambert III  
 Patrick David Langille  
 Julia Grace Leland  
 Kelsey Rose Leland  
 Kevin James Leland  
 Kathleen Mary Lewis<sup>2</sup>✧  
 Rey-Todd Li  
 Haley Rose Longval  
 Madison Rose Lorenzen  
 Joseph Pierce Lyon  
 Tess Marin Maley  
 Elizabeth Maria Malinn  
 Victoria Mercedes Malinn  
 Margaret Sarah Mansfield<sup>2</sup>✦  
 Brett James Marcinkiewicz  
 James Robert Marsh  
 Jake Wells Martin<sup>2</sup>✦  
 Lily Ava Martini<sup>2</sup>✦  
 Kimberly Akemi Matsuda<sup>2</sup>✦  
 Angel Marco Mazariegos  
 Elizabeth Anne McElhiney<sup>2</sup>✦  
 Emma Louise McGoldrick  
 Michael Shawn McGovern  
 William David McHugh  
 Pauline Marie McKenna  
 Camaryn Alejandra McKenzie<sup>2</sup>✦  
 Wendy Memishian<sup>2</sup>✦✧  
 Matthew Anthony Merline  
 Gregory Volcy Metelus  
 Kristin Marie Mitchell  
 Alexa Danielle Monachino

Sara Mary Monaghan  
 Tyler James Moore<sup>✉</sup><sup>✦</sup>  
 Abigail Joelle Morgan<sup>✉</sup><sup>✦</sup>  
 Brianna Kathleen Morgan<sup>✉</sup><sup>✦</sup>  
 Christine Moro  
 Alexandra Leigh Murphy  
 Hannah Marie Murphy<sup>✉</sup><sup>✦</sup>  
 Jean Catherine Muza  
 Jerry Augustin Narcisse  
 Curtis Joseph Nicholson  
 Leah Noelle Nisbet<sup>✉</sup><sup>✦</sup>  
 Brenna Nicole Norcross<sup>✉</sup><sup>✦</sup>  
 Thomas Patrick O'Connor<sup>✉</sup><sup>✦</sup>  
 Jonathan Tyler Ormsbee<sup>✉</sup><sup>✦</sup>  
 Shannon Kelly O'Rourke<sup>✉</sup><sup>✦</sup>  
 Joseph V. Pacitto  
 Gianna Marie Palladino  
 Nicholas Joseph Cecil Pride  
 Connor Brian Quinn  
 Frieda Alissa Rapp  
 Andrew Nathan Reynolds  
 Jared William Reynolds  
 Emily Marjorie Rice<sup>✉</sup><sup>✦</sup>  
 Kaetlin Elisabeth Rice<sup>✉</sup><sup>✦</sup><sup>♪</sup>  
 Katherine Violet Rice  
 Elizabeth M. Ritacco  
 Brooke Elizabeth Roberts  
 Brendan Warner Robinson  
 Katherine Anne Roland<sup>✉</sup><sup>✦</sup>  
 Devin Marshall Rose<sup>✉</sup>  
 Jillian Leslie Rossini<sup>✉</sup><sup>♪</sup>  
 Joseph Michael Rutkowski  
 Mark Richard San Clemente<sup>✉</sup>  
 Ryan Lewis Sansone  
 Alecia Marie Santilli  
 Erin Malone Schindler  
 Victoria Anne Schult  
 John Garrett Shea  
 Kelsey Marie Shea<sup>✉</sup><sup>✦</sup>  
 Casey Lynne Sheehan  
 Colleen Ann Sheehan<sup>✉</sup><sup>✦</sup>  
 Talia Maye Shepard<sup>✉</sup>

Matthew Vincent Signore  
 Caitlin Michelle Simon  
 Melanie Hope Soter  
 Craig Daniel Soule<sup>Ⓜ</sup>  
 James Anthony Spinazola  
 Sajen Jain Srivastava  
 Zachary Robert Stearns  
 Paul Andrew Steffens<sup>Ⓜ</sup>  
 Hannah Marie Steinhoff  
 Teresa-Lynne Ruth Stewart  
 Jessica Sarah Stone<sup>Ⓜ</sup>  
 Brigid Watson Sullivan  
 Adriana Svigos  
 Cameron Locke Swan<sup>Ⓜ</sup>  
 Nathan Maxwell Tagliaferro  
 Hannah Mary Tight<sup>Ⓜ, Ⓜ</sup>  
 Kevin James Torchia<sup>Ⓜ, ⬥, ⌘</sup>  
 Julia Theresa Tranfaglia<sup>Ⓜ, ⬥, Ⓜ</sup>  
 John Donald Travers  
 Daniela Lorna Tupy<sup>Ⓜ, ⬥</sup>  
 Emilee Mae Twamley  
 Victoria Leigh Uminsky  
 Samantha Caroline Walker<sup>Ⓜ</sup>  
 Rebekah Lynn Wickett  
 Jacqueline Woods Wickwire  
 Amanda Marie Wiles  
 Daniel Arthur Yates<sup>Ⓜ, ⬥</sup>

<sup>Ⓜ</sup> *Service Distinction, designated by a red, white, and blue cord*

<sup>⬥</sup> *National Honor Society, designated by a blue stole*

<sup>⌘</sup> *Science Olympiad, designated by a gold cord*

<sup>Ⓜ</sup> *Student Government, designated by a medal*

<sup>🎵</sup> *Tri-M Music Honors, designated by a pink cord*



## Tri-County Regional Vocational Technical School

Medway students have the option of attending Tri-County Regional Vocational Technical High School, located in Franklin. Medway is one of eleven member towns, stretching from Seekonk to Plainville, to Medway. The school has received many acknowledgements of excellence, being recognized as a High School That Works and as a level one school on the state's five-point accountability system. Tri-County succeeded well on the Massachusetts Comprehensive Assessment System (MCAS) tests, PARCC and other assessment tests. This year 94% of tenth graders scored proficient or higher on MCAS, compared to a statewide average of 90%.

The 2014 graduation rate was 96.6% and 23.8% of graduating 2015 seniors took advanced placement courses. Plans are in place to increase teacher training for the advanced instruction, as it has been shown to improve student learning across the board. The number of advanced placement courses has been increasing and will continue to do so.

Tri-County offers technical and vocational instruction and experience while providing a rigorous academic course of study for each student. Students can also participate in a varied and competitive sports program as well as a large choice of extra-curricular activities. Students also have requirements for community service and there is almost always such a project going on in school such as hosting a prom dress exchange, a program for avoiding distracted driving, or collecting donations for the Santa Foundation.

Career programs include:

|                              |   |
|------------------------------|---|
| Auto Collision Repair        | Electrical Wiring                           |
| Automotive Technology        | Engineering Technology                      |
| Carpentry                    | Graphic Communications                      |
| Computer Information Systems | Heating, Ventilation, Air Conditioning, and |
| Refrigeration                |   |
| Construction Craft Laborer   | Legal and Protective Services               |
| Cosmetology                  | Medical Careers                             |
| Culinary Arts                | Metal Fabrication                           |
| Dental Assisting             | Plumbing and Hydronic Heating               |
| Early Education              |   |

A new course expands the engineering program to include some bio-engineering. Given the jobs available in Massachusetts in the bio-medical field, Tri-County is exploring the possibility of emphasizing and expanding this program. Discussions are also being held about how to best provide for manufacturing needs in the area. Several discussions with government and industry focusing on the growing manufacturing industry and its need for qualified, skilled workers have been recently held at Tri-County.

Incoming freshmen participate in an exploratory program, which allows them to try nine different shops so they have a good basis for deciding on their interests, skills, and abilities. The

programs encourage students to learn by doing and provide many real-world opportunities for applying their skills, including a co-op program. Examples of working on projects within the community are the recently completed three-bedroom, two-bathroom house completed in Franklin, and the home at Medway Community Farm. The public can use student services in areas ranging from eating at Gerry's Place, the student-run restaurant, to cosmetology, printing and automotive services, to enrolling children in the Tri-County Children's Center. Services booklets are mailed to citizens each year and the list of available services is on the school web site.

Students culminate their work in a senior project, which allows them to apply the knowledge and skills they have learned during their Tri-County career. Students write a research paper in their junior year under direction of their English teachers. Under direction of their shop teachers, they then create a product relevant to their career program and later present it to a panel of industry experts. The project integrates their academic and vocational-technical skills in a real-world application — just as required to be successful in the working world. The public is invited to see the best projects in the spring of the year.

Participation in the SkillsUSA program allows students to compete against fellow students in the various shop areas. It is always a great experience for the students. Tri-County earned many medals this year and sent students to compete on the national level.

This year's town expenses were based on Medway's enrollment of 54 students (enrollment October 1, 2014), which was slightly down from the previous year. Actual Medway enrollment for the 2015-2016 school year is 68 students, which is 6.66% of the Tri-County October 1 enrollment of 954 students. Next year's town budget allocation for Tri-County will be based on the 1 October, 2015 number.

Michael Procaccini was welcomed this fall as the new principal.

A few highlights from this year include the following:

- Tri-County students travel to Houston to present device as part of NASA HUNCH space program
- Culinary program launches "Cooking Thyme with Tri-County" on Franklin TV
- Tri-County engineering instructor Kristen Magas named 2015 Teacher of the Year by Paul Revere Chapter of the Air Force Association
- Students produce 325 pounds of produce in the school garden for local food pantries
- Tri-County win first and second places in 3-D printing Design Challenge
- Cheerleaders go to nationals

- Culinary instructor, Nancy Haney, receives national award
- Students win first place in regional round of CyberPatriot defense competition
- Students advance to finals of International Zero Robotics competition
- Culinary students win third place in ProStart Invitational
- Legal and Protective Services students participate in mock firefight activity
- Students receive training at the New England Laborers Academy
- Engineering students learn about municipal power during visit to North Attleborough Electric Department
- Medical Careers students raise awareness for skin cancer in SkillsUSA project
- Cosmetology students volunteer at Miss Amazing Pageant, an organization that provides opportunities for girls and women with disabilities to build self confidence
- Graphics student wins SkillUSA t-shirt design contest
- Student Council hosts collection drive for homeless veterans

A ribbon cutting ceremony with many local dignitaries announced that Tri-County's new solar farm built on site has just come on line. It will hopefully reduce electrical costs as well as provide a good learning experience for our students.

A new security system requires buzzing in and check-in at a front desk manned by a security official. This enhances school security, but a new system with separation of people entering the school into an enclosed vestibule is being planned for the future.

Rehabbed science labs are working well and enable students to participate in science projects fully and safely.

Tri-County is almost 40 years old. Although it has been extremely well maintained and we recently replaced a failing boiler, some of the infrastructure is showing its age. It is not compliant with new building codes and American Disabilities Act requirements. A just-completed audit of the facility in addition shows inadequate electrical outlets for classroom requirements, insufficient support for computer and wireless needs. Drafty windows and lack of insulation create health and comfort issues. Rusting and aging materials on the 40-year old roof and in the plumbing and heating infrastructure are at the end of their expected life spans. A myriad of other problems affect school security, efficient design and use of space, and safety for the traffic patterns. The audit showed a long list of problems for both the interior and exterior of the facility. Tri-County is beginning to explore what needs to be done to correct the problems and how best to bring the aging facility up to date. Ongoing discussions are being held and a plans will be made to define the requirements and project, and determine how to

best finance the work, including applying to the MSBA program for financial support. This will be an ongoing long-term endeavor.

An added bonus for Medway is the Tri-County Summer STEAM (science, technology, engineering, arts, and mathematics) Camp, which allows campers to work in laboratories that closely mimic real world workplaces. In week-long camps, campers perform tasks that are not only challenging but fun in areas ranging from cosmetology to engineering technology. Projects can include creative projects ranging from programming a video game to cooking like a chef. The program includes Minecraft Camp and Cyber Camp and Kerbal Space Program Camp. Students must be entering grades 6-8.

Medway representative to the Tri-County School Committee:  
Linda Reynolds



Town of Medway  
**BOARD OF SELECTMEN**  
155 Village Street, Medway MA 02053  
Tel: 508-533-3264 Fax: 508-321-4988

### **VOLUNTEER FORM**

Town government needs citizens who are willing to give time in the service of their community. The Board of Selectmen and the Town Administrator maintain a file as a means of compiling names of citizens who are willing to serve, on a voluntary basis, on boards, committees and as resource people. We appreciate all our citizens and the efforts and contributions provided to the Town. Thank you for volunteering in whatever capacity.

DATE:

---

NAME:

---

ADDRESS:

---

TELEPHONE NUMBER:

---

E-MAIL:

---

OCCUPATION:

---

BACKGROUND/EXPERIENCE:

---

---

---

---

---

---

COMMITTEES OF INTEREST:

---

---

OTHER:

---

---

---



## **IMPORTANT TELEPHONE NUMBERS**

### **PUBLIC SAFETY**

|  |                |
|--|----------------|
| Emergency Number                       |                |
| Police Department Business Line        | (508) 533-3212 |
| Police Department Dispatch Fax         | (508) 533-9044 |
| Fire Department Business & Inspections | (508) 533-3213 |
| Line                                   | (508) 533-3211 |
| Fire Department Station I              | (508) 533-3209 |
| Fire Department Station II/Dispatch    | (508) 533-3254 |
| Fire Department Fax                    | (508) 321-4951 |
| Highway Facility                       | (508) 533 3275 |
| Highway Facility Fax                   | (508) 321-4985 |

### **TOWN HALL OFFICES**

#### **Direct Line**

#### **Fax**

#### **Administrative Offices**

|                      |                |                |
|----------------------|----------------|----------------|
| Town Admin/Selectmen | (508) 533-3264 | (508) 321-4988 |
| Human Resources      | (508) 533-3294 | (508) 321-4940 |
| Town Clerk           | (508) 533-3204 | (508) 533-3287 |

#### **Financial Offices**

|                     |                |                |
|---------------------|----------------|----------------|
| Accountant          | (508) 533-3202 | (508) 533-3201 |
| Assessors           | (508) 533-3203 | (508) 321-4979 |
| Treasurer/Collector | (508) 533-3205 | (508) 533-3207 |

#### **Public Services**

|  |                                  |                |
|--|----------------------------------|----------------|
| Animal Control                             | (508) 533-3251                   | (508) 321-4993 |
| Building Department/<br>Zoning Enforcement | (508) 533-3253                   | (508) 321-4983 |
| Community & Economic<br>Development        | (508) 321-4918                   | (508) 533-3281 |
| Conservation Comm.                         | (508) 533-3292                   | (508) 321-4984 |
| Department of Public<br>Services           | (508) 533-3275<br>(508) 533-3208 | (509) 321-4985 |



## **IMPORTANT TELEPHONE NUMBERS (Cont.)**

|                        | <b><u>Direct Line</u></b>        | <b><u>Fax</u></b> |
|------------------------|----------------------------------|-------------------|
| Health Department      | (508) 533-3206<br>(508) 321-4923 | (508) 321-4982    |
| Planning Department    | (508) 533-3291                   | (508) 321-4987    |
| Town-Wide Energy Comm. | (508) 321-4871                   | (508) 376-7053    |

### **COMMUNITY SERVICE**

|                   |                |                |
|-------------------|----------------|----------------|
| Housing Authority | (508) 533-2434 | (508) 533-3402 |
| Senior Center     | (508) 533-3210 | (508) 533-0386 |
| Tree Warden       | (508) 533-3275 | (508) 321-4985 |
| Veterans Agent    | (508) 429-0629 | (508) 429-0639 |

### **LIBRARY**

|                |                |
|----------------|----------------|
| (508) 533-3217 | (508) 533-3219 |
|----------------|----------------|

### **SCHOOL DEPARTMENT**

|                             |                               |                |
|-----------------------------|-------------------------------|----------------|
| Superintendent's Office     | (508) 533-2222                | (508) 533-3226 |
| Operations and Finance      | (508) 533-3222 Ext. 3155      | (508) 533-3226 |
| Athletic Director           | (508) 533-3227 Ext. 5120      |                |
| Cafeteria                   | (508) 533-3227 Ext. 5126      |                |
| Community Education         | (508) 533-2222 Ext. 3185/3186 |                |
| Francis J. Burke Elementary | (508) 533-3242                |                |
| High School Office          | (508) 533-3227                |                |
| John D. McGovern Elementary | (508) 533-3243                |                |
| Memorial School             | (508) 533-3266                |                |
| Middle School Office        | (508) 533-3230                |                |
| Special Education Office    | (508) 533-3222 Ext. 5178      |                |

