

MINUTES OF THE SELECTMEN SESSION MEETING
JANUARY 7, 2008

Present: Selectmen Glenn Trindade, Richard Dunne, Dennis Crowley, Andrew Espinosa and John Foresto; Town Administrator, Suzanne Kennedy and Administrative Services Assistant, Celeste Hanson were present.

6:06 p.m. – Chairman Trindade called the Selectmen’s Regular Session meeting to order in the Medway Cable Studio All stood for the Pledge of Allegiance.

Public Comments: None.

Chairman Trindade announced that the Selectmen would conduct their regular session meeting business in the Cable Studio then adjourn this session and enter into a budget discussion with the Finance and School Committee in the High School Library at 7:00 p.m.

Chairman Trindade also announced that Agenda items eleven (11) Approval of the Budget Management and Financial Management Policy, twelve (12) Approval of the Anti-Fraud Policy and thirteen (13) CIPC Appointments be placed on hold for discussion at another Selectmen’s meeting. Chairman Trindade also stated that agenda items nine (9) Opening and Closing of the Special Town Meeting Warrant and item ten (10) Approval of the Special Town Meeting Warrant will also be scheduled for board action at the next regularly scheduled Selectmen’s meeting.

Approval Emergency transfer of funds requested by the Town Accountant:

- Town Accountant, Barbara Durand, explained that the request for emergency transfer of funds in the amount of five thousand six hundred twenty three dollars and nine cents (\$5,623.09) is being requested in order to write off old balances for police and fire department details that must be cleared off the town’s books as it continues to be an audit finding and is an outstanding management letter issue. The total was not known at the time of the last town meeting. This request for emergency funds can not wait until the next town meeting because funding may not be available.
- Chairman Trindade moved that the board approve the emergency transfer of funds in the amount of five thousand six hundred twenty three dollars and nine cents (\$5,623.09) as requested by the Town Accountant; seconded by Selectman Dunne; all ayes 5-0-0 (voted).

Approval of Warrants:

- Selectman Espinosa moved that the Selectmen approve Warrant number twenty-seven (27) as read in the total amount of \$2,322,875.58; seconded by Selectman Foresto; all ayes 5-0-0 (voted).

Approval of Minutes:

- Selectman Crowley moved that the Selectmen accept and approve the Selectmen’s Regular Session Minutes of December 10, 2007; seconded by Selectman Dunne; all ayes 5-0-0 (voted).

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Report of the Town Administrator:

- Administrator Kennedy stated that she hopes to have the final Tata & Howard contract available for Selectmen's review and discussion at the January 14 or January 28 board meetings.
- Administrator Kennedy indicated that a resident forwarded a written complaint regarding speeding on Adams Street. Administrator Kennedy stated that Chief Tingley has addressed the issue with the resident who is very pleased with the Chief's recommendations. Administrator Kennedy indicated that she would report back to the board if warranted.
- Administrator Kennedy indicated that she has met with the Fire Chief regarding a potential shortfall in his department salary budget. Administrator Kennedy indicated that the salary budget is currently 54-56% expended due to overtime. Administrator Kennedy and the Town Accountant will meet with the Fire Chief to address the issue and will report back as warranted.

Report of the Selectmen:

- Selectman Crowley stated that town representatives are scheduled to meet with Cybex representatives next week and will update the board as warranted. Selectman Crowley would also like to meet with the Town Administrator to discuss the status of Keville settlement matter.
- Selectman Foresto did not have a report this week.
- Selectman Dunne stated that the Town Clerk contacted him as he is the Town Clerk liaison to voice her concerns regarding the scheduling of the next special town meeting. Selectman Dunne stated that the Town Clerk is asking that the Board schedule the town meeting the week before or the week after the election primary.
- Selectman Espinosa stated that there will be a meeting with the Water/Sewer Working Group on Wednesday (1/9/2008). One item scheduled for discussion will be future projects, schedules and timelines for the projects.

Report of the Chairman:

- Chairman Trindade did not have a report this week.

Establish Town Meeting Date:

- Chairman Trindade moved that the Selectmen schedule a Special Town Meeting on January 28, 2007; seconded by Selectman Crowley; all aye 5-0-0 (voted).

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Execution of February 5, 2008; Presidential Primary Warrant requested by the Town Clerk:

- Chairman Trindade moved that the Selectmen approve the February 5, 2008; Presidential Primary Warrant as requested by the Town Clerk; seconded by Selectman Dunne; all ayes 5-0-0 (voted).

6:30 p.m. There being no further regular business to discuss, Chairman Trindade moved that the regular session meeting be adjourned and the Selectmen enter Executive session for reason number six and to return to open session; Selectman Dunne seconded; roll call vote: Trindade—aye; Dunne—aye; Espinosa—aye; Foresto--aye; Crowley—aye; All ayes 5-0-0 (voted).

7:06 p.m. Selectmen return to open session at the Medway High School Library to commence a budget discussion with the Finance Committee and School Committee.

- Chairman Trindade stated that the purpose of this joint meeting was to get members of the board of selectmen, finance committee and school committee together as a group to discuss the budget process for the upcoming fiscal year (2009).
- Chairman Trindade asked that all people in attendance identify themselves. Attendees present at the budget discussion meeting were: Celeste Hanson, Dawn Rice Norton, Steve Dahl; Charlie Meyers, Susan Connolly, Diane Borgotti; Debra Trindade; Dr. Richard Grandmont; Rob Kenny, Frank Faist, Jan Fish, Phil Giangarra; Phyllis Cerel; Joy Smith Dahl; Paul Marble; Eric Arbeene; Ned Myers, Mark Brown, Suzanne Kennedy, John Foresto, Dennis Crowley and Rich Dunne.
- Chairman Trindade expressed his concerns regarding how potential budget cuts would impact the quality of education and services students receive through the Medway School system.
- Selectman Dunne commended Dr. Richard Grandmont for his terrific budget presentation recently.
- Chairman Connolly supported Selectman Dunne's comments regarding the effort Dr. Grandmont places into the preparation of the school budget as well as his commitment to the Medway Schools. Mrs. Connolly stated that the school currently prepares a tiered budget which is a working draft.
- Selectman Espinosa also stated that Dr. Grandmont has done a fantastic job running Medway Schools with the budget he has.
- The parties entered into a lengthy discussion regarding the type of budget scenarios the Selectmen would like submitted. The parties discussed submittal of level service budgets, level funded budgets and supplemental budgets. The parties discussed the meaning of level service budgets, level funded budgets and supplemental budgets and examples of scenarios of each budget category.

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- The parties agreed that there needs to be more open communication between the boards. They also agreed that more routine financial information needs to be communicated to Medway residents on a regular basis. It was suggested that another State of the Town address be scheduled as well as a series of financial updates and interviews with department representatives be taped and aired on the town's government cable channel. It was also suggested that updated financial reports be uploaded to the town website for resident review and comments.
- Selectman Crowley moved that all town departments submit level service budgets with level staffing including operational increases; seconded by Selectman Dunne; aye 3 (Crowley, Dunne and Foresto) nay 1 (Espinosa) abstain 1 (Trindade). Motion passes.
- Selectman Espinosa moved that all town departments submit Program Improve Budgets; seconded by Selectman Dunne; all ayes 5-0-0 (voted).

10:00 p.m. There being no further business to discuss, Chairman Trindade moved that the meeting be adjourned; seconded by Selectman Crowley; all ayes 5-0-0 (voted).

Respectfully submitted,

Celeste Hanson
Administrative Services Assistant