

MINUTES OF THE REGULAR SELECTMEN'S MEETING
FEBRUARY 4, 2008

Present: Selectmen Dennis Crowley, Rich Dunne, Andrew Espinosa and John Foresto, Town Administrator, Suzanne Kennedy and Administrative Services Assistant, Celeste Hanson were present. Chairman Trindade arrived at 7:20 p.m.

7:01 p.m. – Vice Chairman Dunne called the meeting to order in Sanford Hall of Town Hall. All stood for the Pledge of Allegiance.

Public Comments: None.

Emergency Transfer—DPS.

- Director D'Amico stated that he is requesting a five thousand dollar emergency funds transfer for his department in order to purchase a used 4x2 pick-up truck for vehicle maintenance. Director D'Amico stated that the current vehicle maintenance truck has failed to pass inspection and has several structural and safety related problems. It was estimated to cost approximately two thousand dollars to repair these items. The truck is a 1997 Ford Ranger and it was originally planned for replacement in FY 2008, but delayed due to a lack of funding. Director D'Amico stated that he can not wait until the annual town meeting because the most demanding time for his department is April through June.
- Selectman Crowley moved to approve the five thousand dollar emergency fund transfer request submitted by the Director of Public Services for the purchase of a used 4 x 2 pick up truck; seconded by Selectman Espinosa; all ayes 4-0-0 (voted).

(Chairman Trindade arrives and Vice Chairman Dunne gives a brief meeting status to Chairman Trindade; Chairman Trindade assumes control of the meeting)

Beer and Wine Alcohol License Public Hearing for Supreme Pizza:

- Chairman Trindade announced that the Public Hearing for Supreme Pizza would be rescheduled to February 11, 2008.

Approval of Anti-Fraud Policy:

- Chairman Trindade announced that the approval of the Anti-Fraud Policy would be rescheduled to February 11, 2008.

Approval of Grant Award—Council on Aging:

- Administrator Kennedy stated that the grant before the Board for approval is an annual grant award. This year's grant award is in the amount of nine thousand six hundred and seven dollars (\$9607.00) awarded by the Executive Office of Elder Affairs and will be used to fund the salaries and expenses related to the Outreach Worker, Volunteer Coordinator, exercise programs and conferences.
- The Board entered into a brief discussion. Selectman Foresto moved that the Board approve and authorize the Council on Aging to expend the funds received under

MINUTES OF THE REGULAR SELECTMEN'S MEETING
FEBRUARY 4, 2008

the grant awarded by the Executive Office of Elder Affairs in the amount of nine thousand six hundred and seven dollars (\$9607.00); seconded by Selectman Crowley; all ayes 5-0-0 (voted).

Selectmen's appointments to the CIPC:

- Chairman Trindade announced that the Board would be conducting public interviews with three candidate interested in volunteering their services to the Community Improvement Program Committee (CIPC).
- Mr. Thomas Anderson of 16 Candlewood Drive came forward and reviewed his work experience as well as other community/civic involvement with the Board. Mr. Anderson's current and prior work experience has been in the finance/accounting industries; he is a certified public accountant and possesses an MBA. Mr. Anderson is very interested in volunteering his services to the Town on the CIPC and/or the Finance Committee. The parties entered into a brief discussion.
- Mr. James Palladino of 13 Temple Street came forward and reviewed his work experience as well as other community/civic involvement with the Board. Mr. Palladino is currently a manufacturing manager and has had experience with capital equipment justification, selection, purchasing, installation, training and maintenance and is very interested in volunteering his services to the Town on the CIPC. The parties entered into a brief discussion.
- Mr. Timothy Newman of 18 Delmar Road came forward and reviewed his work experience as well as other community/civic involvement with the Board. Mr. Newman is a software support engineer and holds a Bachelor of Science degree in computer science. Mr. Newman is very interested in volunteering his services to the Town on the CIPC. The parties entered into a brief discussion.
- Selectman Dunne moved that the Board appoint all three candidates (Thomas Anderson, James Palladino and Timothy Newman) to the Capital Improvement Planning Committee (CIPC); seconded by Chairman Trindade; all ayes 5-0-0 (voted).

Selectmen & Planning Board joint vacancy appointments:

- Chairman Trindade stated that representatives from the Planning Board were present to recommend two appointments to fill vacancies on the board.
- Members from the Planning Board present were: Robert Tucker, Vice Chairman; Karyl Spiller-Walsh, Member and Chan Rogers, Clerk. Vice Chairman Tucker introduced Mr. Thomas Gay who would be replacing John Schroeder. Mr. Gay would be appointed as a member of the Planning Board. Vice Chairman Tucker introduced Mr. John Williams who would be replacing Eric Alexander. Mr. Williams would be appointed as an associate member of the Planning Board. Vice Chairman Tucker indicated that the Planning Board held a series of interviews with

MINUTES OF THE REGULAR SELECTMEN'S MEETING
FEBRUARY 4, 2008

candidates and unanimously voted to recommend Messieurs Gay and Williams to the Planning Board.

- The parties entered into a brief discussion. Chairman Trindade moved that both candidates be appointed as unanimously voted and recommended by the Planning Board; seconded by Selectman Dunne; all ayes 5-0-0 (voted).

Distribution of residual funds for the Medway Public Library:

- The Board reviewed the award and correspondence from the Attorney General's Office relative the Compact Disc Antitrust Litigation Settlement and entered into a brief discussion. The cash distribution of residual funds is in connection with the 2002 settlement of the antitrust case brought by the Massachusetts Attorney General's office against certain music companies and retailers.
- Chairman Trindade moved that the Board accept and authorize the Library Trustees to expend the funds received under the Compact Disc Antitrust Settlement in the amount of three hundred dollars; seconded by Selectman Foresto; all ayes 5-0-0 (voted).

Approval of Budget Management and Financial Management Policy:

- Administrator Kennedy stated that Treasurer/Collector Phillips and Town Accountant Durand were present to answer any questions the board may have. Administrator Kennedy noted that there were several items in the policy that have been bold, red resulting from past discussions in August and September. Administrator Kennedy noted that some amendments to pages two (2) and six (6) would be necessary after passing and adopting of the Town Charter.
- The parties discussed unclassified expenses and cost allocations. Administrator Kennedy stated that it could be added to the policy.
- Selectman Espinosa inquired as to who would be auditing whether the Town is following the policy. Administrator Kennedy indicated that the Finance Team would perform such tasks as outlined in the proposed Charter.
- The parties entered into a discussion regarding the stabilization fund section of the policy. Administrator Kennedy stated that the Town's financial advisor also reviewed the policy and made recommendations that are reflected in the policy.
- All in all, the Board was pleased with the policy. Selectman Crowley moved that the Board approve the policy as presented by Administrator Kennedy with the provision that additional amendments be reviewed for approval and consideration by the Board as needed; seconded by Selectman Foresto; all ayes 5-0-0 (voted).

MINUTES OF THE REGULAR SELECTMEN'S MEETING
FEBRUARY 4, 2008

Approve and sign warrant:

- Selectman Dunne moved that the Board approve and sign warrant number thirty-one (31) for fiscal year '08 as read in the total amount of \$1,944,098.41; Selectman Foresto seconded; all ayes 5-0-0 (voted).

Approval of minutes:

- Selectman Crowley moved that the Selectmen accept and approve the Selectmen's meeting minutes of December 17, 2007; seconded by Selectman Espinosa; all ayes 5-0-0 (voted).

Report of the Town Administrator:

- Administrator Kennedy did not have a report this week.

Reports of the Selectmen

- Selectman Foresto reported that he anticipates the Comcast cable contract to be before the board for approval at the next Selectmen's meeting. Selectman Foresto also indicated that he, Administrator Kennedy, School Superintendent Grandmont and School Finance Director Dave Verdolino are scheduled to meet with the School Business Authority on March 7 and will report back as warranted.
- Selectman Espinosa reported that the Water Working Group will be meeting and is also scheduled to conduct a "talk of the town" session to discuss status of the Water Working Group and current water situation.
- Selectman Dunne indicated that he spoke with the Town Clerk and wants to remind everyone that tomorrow is the primary and that polls are open from 7:00 a.m. to 8:00 p.m. Selectman Dunne also noted that the Fire Chief forwarded correspondence which indicates that Medway has been given Heart Safe status.
- Selectman Crowley stated that GATRA services are increasing and have been transporting 30 plus people per day. Selectman Crowley stated that he would also like to get the Keville matter resolved soon. Selectman Crowley also stated that there are some items in the budget report that he would like to discuss with the Town Accountant; Administrator Kenney stated that she would prefer that members of Board deal with her directly rather than approaching staff directly. The parties entered into a discussion.

Report of the Chairman.

- Chairman Trindade referenced a letter of intent received from CHAPA (Citizens Housing and Planning Association) regarding the sale of an affordable housing unit located at Kingson Lane. Interested residents should contact Janelle Connolly at the CHAPPA office at 617-742-0820 with any questions or to obtain an application.

MINUTES OF THE REGULAR SELECTMEN'S MEETING
FEBRUARY 4, 2008

- Chairman Trindade also announced that the Town's outside auditor will be reviewing his financial audit report to the Board at the next meeting scheduled on February 11, 2008, and encouraged residents to attend.

9:25 p.m. There being no further business to discuss, Selectman Dunne moved that the meeting be adjourned; Selectman Espinosa seconded; all ayes 5-0-0 (voted).

Respectfully submitted,

Celeste Hanson
Administrative Services Assistant

NOTE: APPROVED BY BOS ON 4/22/2008