

FINAL MINUTES OF THE SELECTMEN MEETING  
August 4, 2008

Present: Chairman Glenn Trindade, Selectmen Andrew Espinosa, Richard Dunne, John Foresto and Dennis Crowley; Town Administrator, Suzanne Kennedy and Board Secretary, Wendy Harrington were present.

7:02 *p.m.* – Chairman Trindade called the Selectmen’s meeting to order in Sanford Hall, All stood for the Pledge of Allegiance.

**Public Comments:** Raphaela Rozanski explained that she had attended the Mass Selectman’s Board meeting and explained that she had good news that there is more money and revenue, there is still a shortfall, but there were no cuts in the Ch70 money.

Carolyn Dykema was present, Carolyn is seeking candidacy as representative for the Massachusetts 8th Middlesex district. This district includes part of Medway. Carolyn introduced herself and explained that fiscal challenges should unite towns and legislature.

Selectmen’s meeting.

**Agenda item #1: Approval of Warrants**

Selectman Crowley read the warrants. **Motion by Selectman Dunne to approve warrants as read #54E2 and 5 for 6/30/08 (closeout warrant FY08) and 8/7/08 town bills \$926,945.18, gross payroll town \$96,182.59, gross payroll school \$109,323.97, gross payroll school \$300,772.51 (teachers summer payroll). Total \$1,433,224.25. Second by Mr. Foresto, no discussion. All ayes 5-0-0 (voted).**

**Agenda item #2: Review of FY10 Budget Calendar**

TA Kennedy presented a budget calendar that combined the charter and meeting schedule. She emphasized that we are ahead of schedule and wants BOS to review and re-release approximately September 15, 2008. Selectman Crowley asked if TA Kennedy could review further and give BOS more review time in Jan/Feb. TA Kennedy will work on revising but stressed that adhering to what the charter dictates is important as well.

Chairman Trindade asked that this calendar is placed in outlook and ALL departments/Committees be sent reminders through outlook to remind them of upcoming deadlines. Posting of the warrant shall be included with a two-week reminder. TA Kennedy will work with Chairman Trindade to change the standard BOS meeting dates to adhere to the timeline.

**Agenda item #3: Approval of Minutes 4/22/08, 5/5/08, 5/10/08, 6/2/08, 6/16/08, 7/14/08, 7/28/08, 4/22/08 Exec, 5/5/08 Exec.**

**Motion to approve minutes 4/22/08 meeting by Selectman Espinosa, second by Mr. Foresto, no discussion, 4-0 Mr. Crowley was absent.**

**Motion to approve minutes 5/5/08 meeting by Selectman Crowley, second by Mr. Espinosa, no discussion, 3-0 Mr. Trindade and Mr. Dunne were absent.**

**Motion to approve minutes 5/10/08 meeting by Mr. Espinosa, second by Mr. Crowley, no discussion, 4-0 Mr. Dunne was absent.**

**Motion to approve minutes 6/2/08 meeting by Mr. Dunne, second by Mr. Foresto, no discussion, all ayes 5-0.**

**Motion to approve minutes 6/16/08 meeting by Mr. Espinosa, second by Mr. Dunne, no discussion, all ayes 5-0.**

**Motion to approve minutes 7/14/08 meeting by Mr. Foresto, second by Mr. Dunne. Discussion: Cherry sheet and the library were a question that Mr. Dunne had 7/14/08. TA Kennedy explained the money is from general fund receipts and Medway receiving the money is not contingent upon the library being certified. 4-0, Mr. Crowley was absent.**

**Motion to approve minutes 7/28/08 meeting by Mr. Dunne, second by Mr. Espinosa, no discussion 4-0 Mr. Foresto was absent.**

TA Kennedy discussed the opinion of Town Counsel and executive session minutes. It is the Town Counsel's opinion that any item under active discussion that is mentioned in executive session minutes shall not be released. The minutes may be approved, but approved with no permission to release until all matters discussed in the minutes are resolved.

**Motion by Mr. Dunne to approve executive session minutes 4/22/08 with no intent to release to the public, second by Mr. Foresto, no discussion, 4-0, Mr. Crowley was absent.**

**Motion by Mr. Trindade to reconsider the minutes for 4/22/08 executive session with an editorial change that Mr. Crowley was not present. Second by Mr. Espinosa, no discussion, 4-0 Mr. Crowley was absent.**

**Motion by Mr. Foresto to approve executive session minutes 5/5/08 with no intent to release to the public, second by Mr. Espinosa, no discussion, 3-0 Mr. Trindade and Mr. Dunne were absent.**

Mrs. Harrington will correct all minutes to "Final" and have the TA's office post on the BOS website in the next few days.

**Education Fund-** TA Kennedy did some research on the Education Fund and found it was started in 1993 and never staffed with a committee. There is a large sum of money in the fund that has been gathering and has been watched by the Treasurer/Collector. It may be prudent to move the money to the Scholarship Fund. A committee could be established or a transfer of the money could take place. TA Kennedy will check to see if it is feasible to transfer the money and report on 8/18/08.

**Bylaw Committee-** TA Kennedy has been advised by Town Counsel that it would be wise to start a Bylaw Committee to be appointed approximately 8/18/08. This will be posted on the town website to see if there are interested citizens who would be willing to serve on this committee.

**Memorial Committee-** The Police Chief has suggested that the Memorial Committee members be re-appointed. They will be contacted and asked to attend a swearing in ceremony.

**Agenda Item #4: Continuation of Appointments**

Metropolitan Area Planning Council/MAPC 1 appointment, 2 candidates 3-year term  
This item was voted on at the 7/28/08 meeting and there was a 2-2 tie. This is up for a revote as 5 BOS members are present.

**Raphaella Rozanski:** Requesting re-appointment. MAPC is an economic development program that is funded by the towns as an assessment on the cherry sheet. They also apply for regional grants to help with funding.

Ms Rozanski has served for approximately 3 years was asked why she would be a good person for the position. Ms. Rozanski explained that she has been working with this group for a few years and has a background in healthcare and planning. She believes she can support what Medway needs by looking at the resources available and advocating for those resources.

**Chan Rogers:** Requesting appointment to MAPC. Mr. Rogers is currently a member of the Planning Board who is a rep to SWAP.

Mr. Rogers has a 60-year career in planning and design and has been involved with some very large projects in the Metropolitan Boston area. Mr. Rogers is retired so he has a lot of time to dedicate to working on these projects by attending monthly meetings.

Mr. Rogers believes he is technically qualified in planning and an advocate to help fill higher positions within MAPC. He believes he is dedicated and committed to serve and influence major changes and improvements in the entire region.

Mr. Espinosa expressed a concern that having Mr. Rogers involved through the Planning Board and as the appointed MAPC rep it will reduce the number of citizens involved in the process. Mr. Rogers believes he is more useful in the MAPC organization than SWAP. Mr. Espinosa suggested that the PB might consider another PB member is appointed to SWAP to get more citizens's involved.

Mr. Yorkis the rep for SWAP explained that BOS is the Appointing Authority for all 3 positions in SWAP.

**Motion by Mr. Foresto to appoint Chan Rogers, second by Mr. Crowley. Discussion: Mr. Espinosa explained he is uneasy and would prefer to see another member of the Planning Board as the SWAP member. Mr. Crowley would like to see a BOS member as the appointed member of SWAP instead of a Planning Board member. Vote: 3-0 (Foresto, Trindade and Crowley ayes, Dunne no, Espinosa Abstained.**

Affordable Housing Committee: 2 Appointments, 1 Candidate 3-year term

**Eric Alexander:** Mr. Alexander is the director of 3 affordable housing funds and believes that Medway should be able to control it's own destiny. He also believes that the Affordable Housing Committee should work closely with the Planning Board and the Board of Selectmen.

**Motion by Mr. Dunne to appoint Eric Alexander for a 3-year term as Affordable Housing Committee member, second by Mr. Espinosa, no discussion, all ayes 5-0.**

Cemetery Commission: 3 Appointments, 2 Candidates 3-year term

**Jean Johnson:** Ms. Johnson's believes the Cemetery Commission's goal is to oversee the cemetery restoration and maintenance, specifically the historical section of the Evergreen Cemetery. The cemetery commission is looking into grants but need to have the cemetery on the National Registry of Historic Places. That process has been started.

**Marian Pierre-Louis:** Was unable to attend due to conflicts but sent letters of interest and some background information for the board to review.

**Motion by Mr. Foresto to appoint Jean Johnson and Marian Pierre-Louis to 3-year terms on the Cemetery Commission, second by Mr. Dunne, no discussion, all ayes 5-0.**

Community Preservation Committee: 2 Appointment, 1 Candidate 2-year term

**David Kaeli:** Mr. Kaeli has been a CPC member for 3 years and a past chairman of the master plan committee.

**Motion by Mr. Dunne to appoint David Kaeli, second by Mr. Espinosa, no discussion, all in favor 5-0.**

Historical Commission: 2 Appointments, 1 Candidate 3-year term

**Marian Pierre-Louis**

**Motion by Mr. Espinosa to appoint Marian Pierre-Louis to a 3-year term on the Historical Commission, second by Mr. Dunne, no discussion, all ayes 5-0.**

Council on Aging:

Clarification of term was discussed. It was determined that three of the new appointments terms were inaccurately voted at the 7/28/08 meeting.

**Motion by Mr. Trindade for clarification to change term length for Veronica (Vonnie) Clark to a 1-year term, Cranston (Chan) Rogers to a 1-year term and John Wooster to a 2-year term, second by Mr. Dunne, no discussion, all ayes 5-0.**

Cultural Council: 2 Appointments, 1 Candidate 3-year term

**Catherine Perkins:** Ms. Perkins was not present to discuss her appointment, the Selectmen asked that she stop into the 8/18/08 meeting so that they may meet her.

**Motion by Mr. Crowley to appoint Catherine Perkins to a 3-year term on the Cultural Council, second by Mr. Foresto. Discussion: Medway 300 is coming soon, any interested citizen in filling the other Cultural Council position should contact the TA's office. All ayes 5-0.**

The Town Administrator is working to set up a group swearing in ceremony for 8/18/08. The Town Clerk will be notified, as will all of the citizen's that have been appointed during the last 2 meetings.

#### **Agenda item #5: Sewer Extension Project Bid Award**

Items reviewed were: Notice of Award, Tata & Howard Bid Review, Counsel Review of Low Bidder, Counsel Interpretation of Charter, Authority to Execute Contracts, Counsel Review of Contract Documents.

Award of bid will become part of contract document. Chairman Trindade read the notice of award to S.B. General Contracting.

**Motion by Selectman Dunne to authorize the Chairman to sign the notice of award to S.B. General Contracting, Inc. of Walpole, MA, second by Mr. Crowley, no discussion, all ayes 5-0.**

Mr. Crowley outlined the remaining process for the construction of the sewer process. Notice will go to the contractor, the contractor will need to provide insurance and bond and submit to Medway. Easement notifications will go out in a few weeks and then signing of the contract will commence. Once the contract is signed an official notice to proceed will go out approximately the end of August or the middle of September.

**Agenda Item #6: Discussion of Sign Bylaw-Andy Rodenheiser present**

In the past sponsors and businesses have wanted to promote events with signage. Bylaws didn't allow for this. Mr. Rodenheiser presented ideas on how the Planning Board will proceed with developing a town policy on corporate, donor recognition signs. The Planning board is anticipating a spring town meeting presentation. **Motion by Mr. Dunne to authorize the Planning Board to move ahead with the bylaw development, second by Mr. Crowley, all ayes 5-0.**

Mr. Rodenheiser also presented the FY'09 goals for the Planning Board.

Mr. Rodenheiser mentioned that it might be necessary for a 24 hour business bylaw review by the Planning Board and BOS. The PB will prepare a recommendation and present to BOS. TA Kennedy will check with other towns on this bylaw and forward information to Susy Affleck-Childs in the Planning Board.

Mr. Rodenheiser also suggested that the Town look into accepting a property donation bylaw, as there may be some property donations in the bottle cap area arising.

**Town Administrator's Report:**

**Assessment Function Recertification:** The TA has re-deployed the assessor's staff to work on the re-certification. The Assessors and the BOS will need to meet and submit to DOR 10/13/08. The whole process is a prelude to sending out tax bills 12/31/08. TA Kennedy would like to invite Paul Sirois/Tata & Howard to meet with BOS to make sure all ducks are in a row before DOR re-certification.

**Selectman Foresto's report:** 20 Year old communication (voice) system in Town Hall. Limited number of lines available and not enough for all staff employed here. Have met with parties and have received some quotes. Still working on FiOS contracts to connect Town Hall and the High School. Working on clearing the snowy picture of meeting broadcasts with Comcast, lines need to be replaced.

**Selectman Dunne's report:** Have met with Town Clerk but will defer to 8/18/08 meeting.

**Selectman Espinosa's report:** Will defer to 8/18/08 meeting

**Selectman Crowley's report:**

1. Thank you to Mike Matondi for his efforts on having the US Air Force Band perform at Choate Park. Approximately 925 people attended.
2. Would like an update on the Sidewalk plow, as snow season will be here before we know it.

**Chairman Trindade's report:** Would like an update on the crosswalks on Rte 109. This is a priority and would like an update from Dave D'Amico, September and school starting is right around the corner.

**Motion by Chairman Trindade at 9:00pm to move to a closed Executive Session for reason of contract negotiations, with no intent to return to open session. Second by Mr. Dunne, no discussion. Roll call vote: Mr. Foresto-aye, Mr. Dunne-aye, Mr. Espinosa-aye, Mr. Trindade-aye, Mr. Crowley-aye. 4-0-0**

The next regular session of the Board of Selectmen is due to take place on Monday August 18, 2008 7:00pm at Sanford Hall.

Respectfully submitted,  
Wendy Harrington  
Board of Selectmen Secretary \*Minutes approved 8/18/08