

Board of Selectmen Meeting Minutes FINAL
Monday November 23, 2009
7:00pm
Sanford Hall, Medway Town Hall

Present: Selectmen Richard Dunne, John Foresto, Glenn Trindade and Dennis Crowley,
Town Administrator Suzanne Kennedy and Board Secretary Wendy Harrington

Absent: Chairman Espinosa

Call to order 7:05pm

Public Comment: None

Public Hearing FY 2010 Tax Classification Hearing:

**Selectman Trindade moved that the Board open the Public Hearing at 7:06pm;
Selectman Foresto second; No discussion; All ayes; 4-0.**

Will Naser, Principal Assessor, Jay Newton, Jack McKiernan and Pete Manning were present from the Board of Assessors.

The Board of Selectmen's role is to determine if there will be a single or split tax rate and the Board of Assessor's makes a recommendation. Mr. Naser presented an in depth presentation to the Board for their review.

**Selectman Dunne moved that the Board does not adopt a residential exemption;
Selectman Trindade second; No discussion; All ayes 4-0.**

It was recommended by the Board of Assessors that the Selectmen do not adopt a small commercial exemption.

Selectman Dunne moved that the Board does not adopt the small commercial exemption; Selectman Trindade second; No discussion; 4-0.

Selectman Crowley pointed out that this is exactly the same process as in prior years and commended the Board of Assessors and Mr. Naser for their efforts and the Board was advised this is the first time since Administrator Kennedy has been employed in Medway that this hearing was held in November.

A single v. dual tax rate was discussed. The Board of Assessors believes the tax rate should be dual because of the large number of residential in Medway, but historically Medway is a single rate and the Board of Assessors support that as well.

**Selectman Trindade moved that the Board adopt a single tax rate for FY 2010;
Selectman Crowley second; Disc: DOR must approve the tax rate; All ayes 4-0.**

The Tax Levy was discussed and it was explained that the Prop 2 ½ is an automatic for every city and town and increases the levy by 2 ½ % automatically. There is an increase in levy but the assessed property values have decreased. Selectman Dunne explained to the residents what a tax levy is and Mr. Naser explained new growth.

The tax rate has not been set yet, but because of the decrease in value, the tax rate will most likely increase. The rate will be set by the Board of Assessors and approved by the DOR.

Selectman Trindade moved that the Board close the public hearing; Selectman Crowley second; No discussion; All ayes 4-0.

Discussion on Meeting Minutes was held for a future meeting.

Discussion on Action Items was held for a future meeting.

Inter fund Transfer-Treasurer/Collector Melanie Phillips

Ms. Phillips explained the reason for this inter fund transfer is to pay the outstanding bills for the sewer project. An amount of \$950,000 was approved at the 11/16/09 Fall Town Meeting.

Selectman Trindade moved that the Board approve the inter fund transfer of \$950,000 from the General Fund for the purpose of payments on the sewer project; Selectman Crowley second; No discussion; All ayes 4-0.

Chief Paul Trufant

Chief Trufant came before the Board because of a question regarding a training exercise that was held over this past weekend. This had been a planned exercise but no dates were set as the exercise was awaiting approval from DEP. Chief Trufant had been addressed because the Selectmen were not aware of this project before it took place. Chief Trufant explained that Administrator Kennedy was aware of the exercise and the fire department has never told the selectmen of these types of events before. An academy coordinator was on site. Firemen from Millis, Norfolk, Holliston and a gentleman from Walpole were present. A single family home that was to be demolished was involved in 10 different exercises.

Lease of 42 Broad Street for Public Works Garage and Office Space- Tom Holder, DPS Director

Mr. Holder clarified that this is not a lease for property on Broad Street, but at this time it is a month by month rental agreement and he will advertise for proposals in the spring to enter into a multi year lease. Town counsel has crafted this agreement and the landlord has already signed.

The DPS has been struggling with a location to store expensive equipment. This facility is a more suitable garage space where the majority of the equipment can be stored. This facility has office space (to be used by the Parks Dept.) and bathroom facilities etc. This will benefit the department.

Selectman Trindade moved that the Board approve the month to month rental agreement for 42 Broad Street, not to exceed \$1200 per month; Selectman Crowley second; Discussion: Mr. Crowley questions what would happen to the trailers that are used now to store equipment and Mr. Holder will look into what that status is; All ayes 4-0.

A discussion took place regarding the title of Mr. Holder's department. Currently it is the Department of Public Service. At the next Town Meeting there will be an article on the warrant to change it to the Department of Public Works.

Custom Copper Change Order #2 and #3-Tom Holder, DPS Director

These are covered by the grant for funding.

Selectman Trindade moved that the Board authorize the Chairman to sign change order #2 with Custom Copper in the amount of \$5,579.00 for work on the Thayer property, these funds will come from CIPC funds not the general fund; Selectman Crowley second; No discussion; All ayes 4-0.

Selectman Trindade moved that the Board authorize the Chairman to sign change order #3 with Custom Copper in the amount of \$12,149.00 for work on the Thayer property; Selectman Dunne second; Discussion: Selectman Crowley wanted to be assured the Historical Commission and Project manager are both in agreement with these change orders and that going forward the paper work is filled out thoroughly; All aye 4-0.

Putnam Pipe Contract –Tom Holder, DPS Director

This is for the purchase of water meters. The project will be done in two phases, purchase and then installation of the meters. The funding of \$269,115.00 is through the water rates and approved through the Fall Town Meeting.

Selectman Trindade moved that the Board authorize the Chairman to execute the Contract with Putnam Pipe in the amount of \$269,115 for purchase of water meters; Selectman Dunne second; Discussion: Selectman Crowley would like to make sure that Town Counsel has reviewed warranty as it says 1 yr from date of installation and they will not be installed immediately. All ayes; 4-0.

Mr. Holder explained they are selecting a vendor to begin the installation process early in the spring and he believes he will more quickly through that process. The vendors being considered have software that is compatible with Munis. The meters will not be "drive-by" read, each home will have a transmitter and transmit to town hall. This is referred to as a "Fixed network"

Selectman Crowley asked Mr. Holder for a list of sidewalks that need to be repaired as this was a question of residents at Fall Town Meeting. Mr. Crowley asked for this information to be reported back to the Selectmen within two months.

Selectman Trindade would like to view the policy on how resident's bills will be dealt with as it is expected there could be some large water bills after the meter change.

GATRA Contract Missy Dzizcek

Ms. Dzizcek explained that this is the same contract as last year and same amount of money. We are still doing transportation to Norfolk and seniors/disabled to doctors and/or wherever they need to go. There are approximately 48-52 trips back and forth to Norfolk with 18 passenger buses. So far we are breaking even.

Selectman Trindade moved that the Board authorize the Chairman to approve the GATRA contract of \$81,178.00 for 7/1/09 to 6/30/10; Selectman Foresto second; No discussion; All ayes 4-0.

School Committee Liaison Report Debora Trindade

The School Committee wanted to thank the Selectmen for their support on the solar panel and OPM articles and she explained the School Building Committee is actively working on selecting an OPM.

A flu clinic has been scheduled for 12/9 for Medway residents of specific categories and the absentee rates have been relatively low.

Mrs. Trindade commended the drama club for their recent presentation. She explained that the Parent Portal is now on line for the Middle School. It has been suggested that health curriculum courses be addressed in the future and the school wellness program was present at the last school committee meeting.

Warrants-

Warrant #21 11/25/09

Town bills \$680,660.77

Gross payroll Town \$201,292.38

Gross payroll Schools \$742,194.13

Grand total \$1,624,147.28

Selectman Trindade moved that the Board approve the warrants as read; Selectman Dunne second; Discussion: Selectman Crowley mentioned that a large sum of the Town bills was a large payment to \$550,000 to TRANE; All ayes 4-0.

Emergency Transfer School Building Committee

Selectman Trindade moved that the Board approve the Emergency Transfer from Fincom reserve to the School Building Committee to pay the secretary, not to exceed \$1000; Selectman Crowley second; Discussion: Administrator Kennedy explained there is no budget for this group as it's a new committee; All ayes 4-0.

Board of Selectmen FY2011 Budget Policy Statement

Selectman Dunne read the policy statement as prepared and it will be presented to the School Committee and Finance Committee at their joint meeting on 12/1/09 at 7pm in the School Committee Room.

Selectman Trindade moved that the Board approve the Budget Policy Statement as read by Selectman Dunne; Selectman Dunne second; Discussion: Selectman Crowley would like a footnote added on the policy statement to explain that the allocation does not include stimulus monies. Selectman Trindade moved to accept a friendly amendment that we add a note: that this doesn't include the possibility of any federal stimulus monies. All ayes 4-0 with friendly amendment.

Town administrator report-

Administrator Kennedy and the Building Inspector would like to make some amendments to the Nuisance bylaw with the help of Mr. Rodenhiser and a few selectmen so that this bylaw is more understood. This will be worked on over the coming months to be presented again at the Annual Town Meeting. Selectman Foresto believes that public hearings should take place for resident input.

A meeting will be arranged with the Library chair to discuss regionalization.

Administrator Kennedy will be meeting with Mariel Stone, Bureau Chief at DEP Water Dept. An email was sent to her with our accomplishments and Mr. Holder and Administrator Kennedy will meet with her early in December.

H1N1 update-Grades K-9 is the focus, grades K-3 must have 2 shots and she feels comfortable now we have what we need.

Administrator Kennedy is seeking residents who are interested in serving on a green committee/energy committee. This will be town wide.

Selectmens reports

Foresto-300th anniversary has not moved forward, this will be put on the next agenda to discuss.

Trindade- Is still looking for budget projections spreadsheets. Administrator Kennedy will get that taken care of before next weeks meeting.

Crowley-Explained the beaver situation is being addressed and some improvement on the water level has been noted. He asked if the tax bills are on tract, financials have to be approved by DOR before tax rate is approved, and was sent to DOR over a week ago. This process is a full 5 weeks ahead of schedule. Selectman Crowley asked if Free Cash had been certified yet, Administrator Kennedy explained that is about 5 weeks away and she hopes to hear by the end of the year.

Dunne-The Community Farm Liaison committee is going well, the farm house has been buttoned down for the winter, putting in winter rye, 501c3 status has been obtained and they are looking for donations and/or help. The barn is still standing and waiting for machinery to be brought in to tear it down.

At 8:30pm Selectman Crowley moved that the Board adjourn to Executive Session for exemption reason number 3 "To discuss strategy with respect to collective bargaining or litigation" with no intent to return to open session; Selectman Trindade second; Roll call vote; Foresto-aye, Crowley-aye, Dunne-aye; Trindade-aye

Respectfully submitted,
Wendy Harrington
Board Secretary *Approved 12/7/09