

**Board of Selectmen Meeting Minutes-Final  
Monday February 1, 2010  
7:00pm  
Sanford Hall, Medway Town Hall, Medway**

**Present:** Chairman Espinosa, Selectmen Glenn Trindade and Rich Dunne, Town Administrator Suzanne Kennedy and Board Secretary Wendy Harrington

**Absent:** John Foresto, Dennis Crowley

**Public Comment:** None

The meeting was called to order at 7:02pm

**Selectman Trindade moved that the Board approve the January 19, 2010 Minutes; Selectman Dunne second; No discussion; all ayes 3-0.**

**Nursing Services Contract- Missy Dzicek**

**Selectman Trindade moved that the Board authorize the Chairman to execute a Nursing Services contract with Linda Hastings; Selectman Dunne second; Discussion: This contract has been in place for the previous years but Ms. Hastings is a new nurse. Nine hours is spent in Medway and nine hours in Franklin and the contract should go through December 2010. Metrowest Healthcare Foundation funds the grant for wellness for 25 communities, and provides services for blood pressure and blood sugar checks, fall prevention program and home visits to seniors at home. All ayes 3-0.**

**Pledge of License- Stephen Conway, West Medway Liquors**

Mr. Conway is using this license for collateral on a loan, which the bank requires the approval from the Selectmen.

**Selectman Trindade moved that the Board approve the pledge of license for West Medway Liquors; Selectman Dunne second; No discussion; All ayes 3-0.**

**Assessing Software Contract- Will Naser, Principal Assessor**

**Selectman Trindade moved that the Board authorize the Chairman to execute a contract for assessing software with Patriot Properties, Inc.; Selectman Dunne second; Discussion : Will Naser and Pete Manning, Board of Assessors explained the contract is for \$10,000 to convert the CAMA software to a new vendor which is much more user friendly to tax payers and internal staff. The Town Accountant and Town Counsel have approved. There will be a bridge to use with Munis and to elevate the GIS software and link permitting software. The \$10,000 conversion is good through FY12 and then there will be a \$4,000 subscription fee. This vendor was not the low bidder but Mr. Naser is comfortable because Patriot is one of the largest vendors. All ayes 3-0**

**Blackboard Policy and Procedures- Chief Allen Tingley**

Changes have been made since the last presentation. The original copy went to Town Counsel, reviewed and a new policy has been submitted. The non-governmental use definition was added, system coordinator changing passwords etc., authorized users will be instructed on how to secure passwords and the Selectmen will be notified.

**Selectman Trindade moved that the Board approve the policy and procedures for the Blackboard Reverse 911 system with changes explained by the Police Chief; Selectman Dunne second; No Discussion; All ayes 3-0.**

### **School Committee Report Jeff Devolder**

1. TRANE-complete down to a small punch list, probably near completion. All reports show the project went very smoothly, a great success for the town.
2. High school solar project- \$350K grant from a state program, have met the grant date, expect no problems, 600 panels were installed in a matter of a few weeks and should save the town several thousand dollars per year.
3. Town Wide Facilities Study- Referred that topic to the CIPC per Administrator Kennedy. Mr. Devolder discussed the aspect of the Middle School project and how it plays into the Town Wide Facilities Study. Chairman Espinosa believes the town has neglected its facilities and space uses. Selectman Trindade would like to understand more about the expectations and what the considerations should be. It was suggested that Administrator Kennedy get a report together on what other towns have done as far as facilities reviews. Mr. Ellsworth, FinCom chair offered not to hang too many things on the Middle School repair project, as the scope of work is just being defined. The MS building committee will meet again in February and invites the Selectmen and anyone interested in the scope to attend. Mr. Devolder would like the vision to be looked at and other uses should be considered.

### **Budget policy**

Selectman Dunne explained there are a few opportunities for increased revenues. He thinks the process is going to go to the very end and foolish to go off from the 5%, and is hoping some of the stimulus money will be left. He thinks we should keep the policy the way we originally established it. We should look for guidance from the governor's numbers, and he's unsure if the school will put together a budget with those numbers.

The money put forward for the schools did not include stimulus.

The revenue number may have changed and we should look at that number, split 56/44 on revenue and get to the best revenue number we can.

It was suggested to take the 5% off the \$11.8 and look at new growth again. Administrator Kennedy suggested wait until April before we revise the revenue projections. With the House budget resolution in April we may be able to increase revenue projections by then.

Chairman Espinosa reviewed the budget policy statement. We have the Governor's number but not the legislature's number at this point.

At the next meeting we will further discuss preliminary numbers, adding Chapter 70 money into the town, not part of school/part town The 56/44 split will be looked at and then will have a discussion if that will fit what the budget policy says.

**Warrants #31 2/4/10**

**Gross payroll town \$207,652.00**

**Gross payroll school \$735,691.08**

**Grand total \$943, 343.08**

**Selectman Trindade moved that the Board approve the Warrants as read; Chairman Espinosa second; No discussion; All ayes 3-0.**

**Change in annual town meeting date**

**June 14, 2010 is the suggested date.**

**Selectman Dunne moved to tentatively change the Annual Town Meeting to 6/14/10 pending a discussion with Town Moderator; Selectman Trindade second; No discussion; All ayes 3-0.**

**Town Administrator's report**

There is no further information available on the Route 109 project. It is an approved project but there is no money in hand yet to commence the design phase and it's not on the TIP until the money is in hand. Administrator Kennedy will follow up with Congressman's McGovern's office.

Town Counsel will provide a town wide training meeting on the revisions to the Open Meeting laws in early April.

Administrator Kennedy attended a meeting on Friday at the Metrowest Community Health Care Foundation on the regionalization of health departments. She will meet next week with three other communities (Holliston, Ashland and Hopkinton) to discuss as grants money is available, it's possible they may be able to come together for this budget year.

Administrator Kennedy will also discuss with the same towns an E911 grant from the Office of Public Safety to regionalize E911. There is a hazard mitigation grant to enable communities to respond to disasters as they occur also available. The Selectmen asked Ms. Kennedy to check into homeland security grants as well.

**Selectmen's Reports**

Trindade- nothing to report

Espinosa- nothing to report

Dunne- Mr. Dunne received a few phone calls from residents this month. A few regarding plowing issues and he asked that residents call the Department of Public Works/Tom Holder. He was asked why the library regionalization is going so slowly and he explained this is an ongoing project and explained the status. The final caller was

Mickey Cassidy regarding the “sandwich board policy”. Administrator Kennedy will get this policy information to Mr. Dunne who will forward on to Mr. Cassidy.

**Selectman Trindade moved that the Board approved the Minutes from January 4, 2010; Selectman Dunne second; No Discussion; All ayes 3-0.**

*At 8:20pm Selectman Trindade moved that the Board move to Executive Session, Exemption 3 (To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the government’s bargaining position) ining or litigation if an open meeting may have a detrimental effect on the government’s bargaining position)and Exemption 6 (To consider the purchase, exchange, lease or value of real property) with no intent to return to public session. Selectman Dunne seconded; no discussion; Roll Call Vote Trindade-aye; Espinosa-aye; Dunne-aye.*

Respectfully submitted,  
Wendy Harrington  
Board Secretary  
\*\*Approved 4/22/10