

**Board of Selectmen's Meeting
July 8 2011, 7:30 AM
Town Administrator's Conference Room, Town Hall
155 Village Street**

Present: Chairman Richard Dunne, Selectmen John Foresto, Selectman Andrew Espinosa, and Town Administrator Suzanne Kennedy. Selectman Glenn Trindade arrived at 7:40 AM. Selectman Dennis Crowley was absent.

At 7:33 AM Chairman Dunne called the meeting to order, and the Board recited the Pledge of Allegiance.

Approval of Common Victualler License – T.C. Scoops:

The Board was in receipt of an Application for Common Victualler License from Tina Chemini, T.C. Scoops, 100 Main Street, with all associated documents.

Ms. Allison Potter, Administrative Assistant to the Town Administrator, stated that all supporting documents from other boards and departments have been properly completed and that all are in order. Ms. Chemini plans to open the establishment on July 15.

Selectman Foresto moved that the Board grant a Common Victuallers License to T.C. Scoops, LLC, located at 100 Main Street; Chairman Dunne seconded. No discussion. All ayes, 3-0.

It was noted that the Planning Department is creating a brochure identifying all steps required to establish a business in Medway. Discussion followed.

Discussion -- Board liaison positions:

Board members received a list of potential assignments to other boards and committees. They were asked to review the list and suggested assignments before the next meeting. Some assignments may no longer be necessary if the listed committee is no longer in existence or is of an ad hoc nature.

Discussion – Cable Access Communication System:

Selectman Foresto reported that the cable access channel is planning to give the Town funds to facilitate an electronic banner communication system for posting of meeting notices and other pertinent community information. As a non-profit group, they cannot keep funds for extended periods of time so are looking into ways of participating in community activities. Selectman Foresto stated the Town

already owns the software for the system. Town Administrator Kennedy suggested a message could be as short as “Need Volunteers – See Website” to get a message out to the public.

Selectman Foresto stated there is also an opening on the Board of Directors for the cable access channel and asked that Selectmen forward names of interested persons to him.

Miscellaneous:

Library Board of Trustees – Chairman Dunne has scheduled a joint meeting with the Library Board of Trustees for Tuesday, August 16. The purpose of the meeting is to discuss goals for the library now that regionalization is no longer being explored. Selectman Trindade asked if the Finance Committee has been invited; Chairman Dunne responded he would do so.

Remote Attendance at Meetings – There was brief discussion on creating the ability for the Board to meet “remotely”, i.e., connect electronically instead of being physically present. Chairman Dunne reported that the Open Meeting authors are looking into it. Presently the law allows for people to attend remotely via Skype or conference call, but an actual meeting has to be held at a specific location. Discussion followed.

Leadership Meetings – Chairman Dunne announced that twelve meetings have been scheduled on various Mondays at 6 PM. Though this has not always been the practice, he has asked that minutes be taken at these meetings from now on.

Combined Labor Counsel -- There was brief discussion regarding securing a contract for combined labor counsel for both the Town and the School Department, noting that this should ultimately happen before union contract negotiations begin.

Board of Selectmen Goals and Strategies – Chairman Dunne asked that the matter of the Board’s strategy for the coming year be placed on a meeting agenda. Strategic direction for the Town is the Board’s responsibility.

Dog Hearings – It was noted that there will be several dog hearings at upcoming meetings. It was suggested that a single meeting be scheduled to handle the dog hearings.

New Water Tank – Selectman Trindade suggested a cable access story on the new water tank. Selectman Foresto stated the “Talk of the Town” program will soon begin and he will suggest the water tank as a potential topic.

Video Production Training -- Selectman Foresto reported that the Cable Access Board is discussing training people for video production. Discussion followed. Selectman Foresto offered to discuss the Sanford Hall and its equipment with the IT Director to get his recommendations before making changes to the room.

Electronic Communications – There was brief discussion on updating electronic communications so that residents can sign up to receive periodic updates or newsletters via email.

**At 8:04 AM Selectman Foresto moved to adjourn; Selectman Trindade seconded. No discussion.
All ayes, 4-0.**

Respectfully submitted,

Jeanette Galliardt

Board Secretary