

**Board of Selectmen's Meeting
March 19, 2012, 6:00 PM**

**Sanford Hall, Town Hall
155 Village Street**

Present: Chairman John Foresto, Selectman Andrew Espinosa, Selectman Dennis Crowley, Selectman Glenn Trindade and Town Administrator Suzanne Kennedy. Selectman Richard Dunne was absent.

Also Present: Susy Affleck-Childs, Planning and Economic Development Coordinator; David D'Amico, Deputy Director, Department of Public Services.

At 6:03 PM Chairman Foresto called the meeting to order and led the Board in the Pledge of Allegiance.

Chairman Foresto thanked the Town Administrator and staff for the renovations to Sanford Hall. The room is very attractive, and the work was done under budget. Much of the work was accomplished by Town employees with the help of some senior volunteers. Ms. Suzanne Kennedy, Town Administrator, credited Mr. Jon Powers for a great deal of the work.

Moment of Silence:

The Board offered its condolences to the family of Husan Husain, member of the Economic Development Committee who recently passed away.

Public Comments:

Mr. Chan Rogers wanted to respond to the Board's concerns expressed at a recent meeting relative to industrial development along Interstate 495. He noted that he too has concerns, but the use is acceptable as long as it is within current zoning bylaws. To implement more stringent control measures, the bylaws will need to be reviewed and amended going forward.

The Board's concern was that, due to a change of ownership of a parcel in the industrial park, a waste container business is coming in. This was not the type of business the Board had envisioned for that area, instead one more directed toward office space. They would like the park to attract businesses that will generate revenue and create jobs. Mr. Rogers confirmed that the Planning and Economic Development Board would also be in favor of this.

Mr. Rogers briefly updated the Board on the tremendous improvement in the Medway Mill property, once a junk heap, and now a flourishing entity with 53 tenants. It is something Medway should be proud of, and he encouraged the Board to find a way to recognize the owner and his enthusiasm.

Finally, NSTAR approached the Planning and Economic Development Board with a technology plan to help distribute power during peak times to avoid brownouts and blackouts.

Medway Hockey Team – Congratulations:

Selectman Crowley extended congratulations to the Medway Boys Hockey Team as they made it to the state finals against Hudson last week.

Authorization of Chairman to Execute Contract with Sansoucy Engineering – Non-DOR Utilities

Valuation -- \$48,000:

The Board reviewed the following information: (1) Contract Summary Sheet; and (2) Agreement Between Town of Medway and George E. Sansoucy, PE, LLC.

Present: Will Naser, Principal Assessor.

Ms. Kennedy expressed optimism that Mr. George Sansoucy will be able to clear up some ambiguities in assessments. The work will not be completed before June 30, so they will need to determine how much more is needed in order to secure funding to for it Town Meeting.

At this time Selectman Trindade moved that the Board authorize the Chair to execute a contract with George E. Sansoucy, P.E., LLC in an amount not to exceed \$48,000 for the purpose of completing a non-DOR Utilities Valuation; Selectman Espinosa seconded. Selectman Crowley pointed out there were discrepancies in the dates outlined in the contract and Agreement. Discussion followed.

Selectman Crowley suggested a friendly amendment, namely, that the contract date should read the date it is signed instead of February 27, 2012. Additionally, the first payment should be May 30, with the final payment upon completion of the contract, closer to September 30, 2012. Selectman Trindade withdrew the original motion.

Selectman Trindade moved that the Board authorize the Chair to review changes discussed at tonight's meeting, and upon approval of those changes, to execute a contract with George E. Sansoucy, P.E., LLC in an amount not to exceed \$48,000 for the purpose of completing a non-DOR Utilities Valuation; Selectman Crowley seconded. No further discussion. VOTE: 4-0-0.

Authorization of Chairman to Execute Contract with Clean Harbors Environmental Services, Inc. – Household Hazardous Waste Services -- \$10,000:

The Board reviewed the following information: (1) Contract Information Summary, dated March 15, 2012; and (2) Household Hazardous Waste Collection Agreement for a collection date of May 19, 2012.

It was noted that the hazardous waste collection would take place at the Alder Street Collection Site on Saturday, May 19, 2012.

Selectman Trindade moved that the Board authorize the Chair to execute a contract with Clean Harbors Environmental Services, Inc. for household hazardous waste services in an amount not to exceed \$10,000; Selectman Espinosa seconded. No discussion. VOTE: 4-0-0.

Authorization of Chairman to Execute Contract with Maher Services, Inc. – Village Street Well Rehabilitation -- \$20,880:

The Board reviewed a Contract Information Summary, dated March 15, 2012, for well rehabilitation services to be completed by June 1, 2012.

Mr. David D'Amico, Deputy Director, Department of Public Services, stated this vendor has done work for Medway before and submitted the low bid. The well rehabilitation work is a process that will happen every year to keep the wells functioning properly. It was explained that screens in the bottom

of the wells become encrusted with minerals and debris over time, and the screens need to be removed, cleaned and then replaced in the well. Mr. D'Amico stated the whole process takes about a week.

Selectman Trindade moved that the Board authorize the Chair to execute a contract with Maher Services Inc. in an amount not to exceed \$20,880 for the Village Street well rehabilitation project; Selectman Espinosa seconded. No discussion. VOTE: 4-0-0.

Approval – Energy Committee Composition (revised):

The Board reviewed the following information: (1) Email, dated March 13, 2012, from Frank Faist, Committee Chair; and (2) Email, dated February 14, 2012, from Allison Potter, Assistant to the Town Administrator.

Ms. Kennedy stated the Chair of the Energy Committee concurs with the revised composition and staggered terms of membership.

Selectman Trindade moved that the Board approve a revision to the previously voted Energy Committee composition to allow for a nine-member committee consisting of six at-large members appointed by the Board of Selectmen for staggered terms as well as a representative from the School Committee, Planning and Economic Development Board and Board of Selectmen, each appointed by its respective board or committee as outlined in the February 14, 2012 email proposal; Selectman Espinosa seconded. No discussion. VOTE: 4-0-0.

Approval – Amendment to Medway Community Farm, Inc. lease adding parcel located at 40-46 Adams Street:

The Board reviewed the following information: (1) Email A, dated February 27, 2012, from Town Counsel, Barbara Saint André; (2) Email B, dated February 27, 2012, from Town Counsel, Barbara Saint André; (3) Summary of the Farm Plan for the Adams Street property; (4) MapsOnline plan of the Adams Street Property; (5) Email, dated March 5, 2012, from Town Counsel, Barbara Saint André; and (6) Proposed Amendment to Lease Agreement.

Present: Susy Affleck-Childs, Planning and Economic Development Coordinator; Brittany Sidway, Farm Manager.

Ms. Sidway stated the Community Farm is interested in leasing the Adams Street parcel near the high school. It is an open hay field at this time. They would like to grow vegetables with an initial cover crop to build soil quality. Proximity to this endeavor would help encourage high school students to become involved in the program. She stated they plan to use two of the four acres, but if they could have access to all four, it would be most appreciated.

Selectman Crowley wondered if signing the amendment would terminate the existing lease. It was noted that the amendment adds the Adams Street property to the existing lease, and extends the original agreement.

Selectman Trindade suggested having a conversation with the Conservation Commission as the rear of the property abuts wetlands. Ms. Sidway responded that state laws allow the farm to come within 50 feet, but they are amenable to observing the 100-foot buffer restriction.

Selectman Crowley expressed concern about potential visual blight from extraneous structures and vehicles, etc. spoiling the view of the historic area, and asked that the Community Farm be sensitive to that.

Selectman Trindade moved that the Board approve an amendment to the Lease Agreement between the Town and the Medway Community Farm, Inc. allowing for the Farm to lease additional property located at 40-46 Adams Street through December 13, 2012 under the same terms and conditions as stated in the Lease Agreement; Selectman Espinosa seconded. No discussion. VOTE: 4-0-0.

It was suggested that this matter be reviewed by the Medway Organic Farm Advisory Committee before approval. **At this time, Chairman Foresto moved to rescind the previous motion; Selectman Crowley seconded. No discussion. VOTE: 4-0-0.**

After brief discussion, Selectman Trindade moved that the Board of Selectman, after discussion with the Medway Organic Farm Advisory Committee, approve an amendment to the Lease Agreement between the Town and the Medway Community Farm, Inc. allowing for the Farm to lease additional property located at 40-46 Adams Street through December 13, 2012 under the same terms and conditions as stated in the Lease Agreement; Selectman Espinosa seconded. No discussion. VOTE: 4-0-0.

Chairman Foresto asked what happens when the lease expires in December of 2013. Ms. Affleck-Childs responded that the existing contract contained provisions for renewal.

In conclusion, Ms. Sidway announced the annual Medway Community Farm 5K Run is scheduled for April 29 at Medway High School.

Action Items:

#2 -- Route 109 – Selectman Crowley stated people are asking him how things are going. Selectman Espinosa responded that it is important for residents to know the project will not happen for a few years as the funding is uncertain. But it is equally important to get the final design done and pay GPI for the engineering and design services.

Selectman Espinosa reported on the meeting held on March 14; committee members met at the Community Church, walked the area and observed traffic at peak time (5 PM). They determined they would like to use traffic light timing/sequencing to allow more traffic to continue east on Route 109 and hold the Franklin Street traffic back just a little. GPI will prepare a light sequencing proposal.

Mr. D’Amico expressed concern that slowing traffic in one place pushes it to another intersection. In the 25% filing with the state, Highland Street was featured as a one way. That did not work so the plan will be revised, but cannot do that until the comments come back from the public and the state on the 25% design.

The Board does not see any issues with the work that is being done on this project and appreciates the periodic reports from the committee.

#8 -- Village Street Sidewalks – Mr. D’Amico stated the engineering has been done, and the project is going out to bid. DPS hopes to have it finished by September 1 in time for the start of school.

#9 – Planning Board Warrant Articles – This has been done and can be deleted .

#5 – Strategic Planning Session – Ms. Kennedy asked if the Board would consider doing this after the Town Election in May. Chairman Foresto suggested meeting with all the boards (Planning, Economic Development, Zoning Board of Appeals, Conservation Commission) first, possibly two at each Board of Selectmen meeting. The Board can convene the Strategic Planning Session after it has met with everyone.

Selectman Trindade suggested connecting with the Medway Business Council. Selectman Crowley suggested that after the new Selectmen has joined the board, there could be a planning breakfast and invite various groups.

There were no other updates to the Action Items.

Pond Street Update:

Selectman Crowley stated he is the one holding it up because he hasn't had time to review the materials. Then the letter will go out to the residents for public input. When Pond street is done, Lovering street would be next.

Mr. D'Amico stated Lovering Street has some drainage issues that are being resolved. The two streets might be combined into one project and go out to bid together.

Selectman Crowley wondered why widening of the sidewalks was going further into the property owners' land instead of further into the street. Mr. D'Amico stated expanding the sidewalks into the street is problematic. When the roads were done originally, sidewalks were installed where none were supposed to be (space was not allowed). The catch basins are oddly placed and difficult to clean. Ideally they will need to be replaced. The work will be done in the right-of-way, and the DPS will do any necessary grading and loaming of disturbed areas. Discussion followed.

It was suggested that a letter should go out to residents to keep them informed.

Approval of Warrants:

The Board reviewed Warrant 12-38, dated 3/22/12, in the amount of \$779,194.39.

Selectman Dennis Crowley, Clerk, read aloud Warrant 12-38, dated 3/22/12, submitted for approval, as follows:

12-38	Town Bills	\$310,445.80
12-38S	School Bills	\$468,748.59
	TOTAL	\$779,194.39

Selectman Trindade moved that the Board approve Warrant 12-38 as read; Selectman Espinosa seconded. No discussion. VOTE: 4-0-0.

Town Administrator's Report:

Ms. Kennedy reported she had an opportunity to meet with the Sanford Mill Condominium Association which indicated they have concerns about the residents' parking spaces being taken up by public when access to the Charles River and amphitheater is completed. There is also a modicum of privacy invaded as well as fears about potential trespassing. They want to have a better idea of the Open Space Committee's vision of the final outcome of the project. It was suggested it might be nice if a member of the Board worked with the Open Space Committee to make sure these concerns are addressed.

Ms. Kennedy stated she would get more information, and asked if perhaps the Board could meet with the Open Space Committee at a workshop.

Selectman Trindade volunteered to work on this project.

Selectmen's Reports:

Selectman Trindade asked about the status of the RFP for ambulance service. Ms. Kennedy responded that one has been received thus far. She stated an advertisement was placed in the Central Register and also communicated to two interested vendors. A third vendor opted not to respond. She hopes to have more information at the next meeting.

Selectman Trindade asked about resumes for the position of Fire Chief. Ms. Kennedy stated fifty resumes have come in. She will put together a search committee, and Human Resources will disseminate the information to the committee. The committee will include the Department of Public Services Director, Human Resources Director, Police Chief, and two Fire Chiefs from surrounding communities (Sherborn and Ashland). Selectman Espinosa asked if a member of the Board of Selectmen could be on the committee. Ms. Kennedy responded no. Discussion followed.

Chairman Foresto stated Ms. Kennedy is responsible for appointing this position. He noted that he and Selectman Trindade both participated in the Police Chief search, but would honor her position in this matter.

Selectman Trindade argued that Ms. Kennedy set a precedent with the Police Chief search, allowing Selectmen to serve on the search committee, and stated he could not see why having a Selectman on this committee could be a problem.

Selectman Espinosa emphasized that the Board would not eliminate any decision-making abilities, adding that they just want a seat at the table to have insight into the process. He expressed concern that Board members will be questioned about it and want to feel comfortable having someone in the process.

Selectman Crowley commented that it is in Ms. Kennedy's purview of responsibilities. He expressed concern that of the five people on the committee, only one is a Medway resident, and suggested there should be more representation from residents with relevant experience. Additionally, he stated it would have been nice to get some advance notice that the position was posted.

Chairman Foresto stated that this position is a lot more visible than other department heads.

Selectman Espinosa asked Ms. Kennedy what the Board has done that she does not want them involved. Ms. Kennedy responded that she has a specific objective in mind, and in the search for a

previous Fire Chief, she got "beat up" by the Board of Selectmen, who created a huge debate that forced her into a decision she did not want to make. Selectman Trindade replied that the discussion had not been about the hiring of the new chief, but instead a discussion about replacing the existing chief. Ms. Kennedy offered to get the Board copies of the meeting minutes.

Ms. Kennedy stated she would consider including a Selectman on the search committee. Additionally, she asked that the Board consider an assessment center as part of the interview process. In such a venue, applicants are asked many questions, technical and otherwise, allowing interviewers and observers to assess how people respond and behave. This exercise would be useful to help determine who moves onto the second round of interviews.

Selectman Espinosa stated he would like more transparency from Ms. Kennedy's office about these kinds of processes. He added his personal position that he wants to be engaged in what is going on and how it's happening.

Selectman Trindade asked Ms. Kennedy to submit a written proposal for the assessment plan, with any associated costs, who might be involved, etc.

Selectman Trindade recommended that the EMS contract be transmitted to the Board of Selectmen a week before the meeting to allow sufficient time for review. Ms. Kennedy stated there is no danger of any loss of coverage or service in the interim. She confirmed that the President of the ambulance services billing company may also be on the search committee for the new Fire Chief. He is an EMT and very experienced.

Executive session:

At 7:23 PM Selectman Trindade moved to go into executive session for the purpose of considering the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body (Exemption 6 – Briggs Property), not to return to public session; Selectman Espinosa seconded. ROLL CALL VOTE: Crowley, aye; Espinosa, aye; Foresto, aye; Trindade, aye – 4-0-0.

Respectfully submitted,

Jeanette Galliardt
Night Board Secretary