

**Board of Selectmen's Meeting
February 4, 2013, 6:00 PM
Sanford Hall
155 Village Street**

Present: Chairman Andrew Espinosa, Vice-Chair Glenn Trindade, Clerk John Foresto; Selectman Dennis Crowley, Selectman Richard D'Innocenzo, and Suzanne Kennedy, Town Administrator.

Also Present: Susy Affleck-Childs, Planning and Economic Development Coordinator; Jeffrey Lynch, Fire Chief; Allen Tingley, Police Chief; Melanie Phillips, Finance Director and Treasurer/Collector.

At 6:02 PM Chairman Espinosa called the meeting to order and led the Pledge of Allegiance.

At 6:03 PM Selectman Trindade moved that the Board enter into executive session under Exemption 3 to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares [Police Union]; and Exemption 6 to consider 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 [West Street; Wickett Property], with the intent to return to open session; Selectman D'Innocenzo seconded. Chairman Espinosa did so declare. Roll Call Vote: 5-0-0 – Crowley, aye; D'Innocenzo, aye; Espinosa, aye; Foresto, aye; Trindade, aye.

Chairman Espinosa reconvened the public session at 7:00 PM.

Public Comments: None.

Joint Appointment with Planning and Economic Development Board – Matthew Hayes, Associate Member:

The Board reviewed the following information: (1) Zoning bylaw reference regarding associate members; and (2) Resume from Matthew Hayes, 12 Canal Street.

Present: Matthew Hayes; Planning and Economic Development Board – Robert Tucker, Chan Rogers and Andrew Rodenhiser.

Upon motion by Mr. Robert Tucker, and seconded by Mr. Chan Rogers, the Planning and Economic Development Board convened a meeting for the purpose of considering an appointment to the Board which must also be considered by the Board of Selectmen. No discussion. VOTE: 3-0-0.

Brief discussion followed on the qualifications of Mr. Matthew Hayes.

Selectman Trindade moved that the Board of Selectmen, jointly with the Planning and Economic Development Board, appoint Matthew Hayes as an associate member to the Planning and Economic

Development Board for a term expiring on June 30, 2014; Selectman Foresto seconded. No discussion. VOTE: 5-0-0 (Board of Selectmen); 3-0-0 (Planning and Economic Development Board).

Mr. Andrew Rodenhiser publicly acknowledged Mr. Chan Rogers for his experience and service to the Town of Medway. Additionally, Mr. Matthew Hayes noted he plans to take out papers to run for the regular position on the Planning and Economic Development Board.

At this time, Mr. Robert Tucker moved that the meeting of the Planning and Economic Development Board adjourn as there is no further business at this time; Mr. Chan Rogers seconded. No discussion. VOTE: 3-0-0.

Brief discussion followed on how an alternate member can participate. Mr. Rodenhiser indicated they are able to use the remote participation as one member travels a lot.

Appointment to Council on Aging – Francis Saunders:

The Board reviewed a statement of interest from Francis Saunders, 59 Holliston Street. Mr. Saunders was present.

Mr. Francis Saunders stated he works out of a home office, so has a certain level of flexibility to help out.

Selectman Trindade moved that the Board of Selectmen confirm the appointment of Francis Saunders to the Council on Aging to fill a term expiring June 30, 2013; Selectman Foresto seconded. No discussion. VOTE: 5-0-0.

Authorization to Expend Grant Funds: (1) 911 Support Grant -- \$30,194; (2) Massachusetts Emergency Management Agency (MEMA) Planning Grant Funds -- \$3,450; (3) LEPC Grant Funds -- \$1,362:

The Board reviewed the following information: (1) Grant expenditure authorization form and supporting documents for 911 Grant; (2) Grant expenditure authorization form for MEMA planning grant; and (3) Grant expenditure authorization form and supporting documents for LEPC grant.

It is noted that Allen Tingley, Police Chief, was present if there were questions from the Board.

Selectman Foresto moved that the Board authorize grant expenditures for the 911 support grant in the amount of \$30,194, the FY11 EMPG grant in the amount of \$3,450, and the LEPC grant in the amount of \$1,362; Selectman Trindade seconded. No discussion. VOTE: 5-0-0.

Authorization for Chairman to Execute Agreement for Emergency Medical Services, Events EMS, Inc.:

The Board reviewed an Agreement between Events EMS, Inc. and the Town of Medway for Emergency Medical Services, dated 1/23/13.

It was noted that both the Town Accountant and Town Counsel had approved this document.

Selectman Foresto moved that the Board authorize the Chairman to sign the Agreement between Events EMS and the Town of Medway for Emergency Medical Services; Selectman Trindade seconded. No discussion. VOTE: 5-0-0.

Presentation – Middle School Construction Project Status:

Present: Tom Anderson, School Building Committee Chair.

Utilizing a PowerPoint presentation (sent electronically to the Board previously), Mr. Anderson briefly reviewed the history of the project, noting it was designed to be a repair project, and some things were exempt from reimbursement from the state. There is a list of things that can be included in each level of MSBA reimbursement. The original completion date was October 2013. The project was divided into phases, which helped move the work sequentially through the school and this helped accelerate the completion. The project is just about done now, and coming under the anticipated costs. Low interest rates have helped free up more funds for non-reimbursable enhancements.

The cost to the average taxpayer is lower than anticipated. A lot of stuff that was excluded in the original project can now be included. The remaining amount of the project will be bonded and a much lower interest rate is anticipated.

Chairman Espinosa complimented the School Building Committee for its hard work, noting that without it, this project would not be coming in under budget. He also acknowledged the efforts of Mr. David Verdolino, Asst. Superintendent, for working very closely with the project manager to effect change orders efficiently and in a timely manner. He cited an example of a change order for less than \$700 to do sidewalks; the original sidewalk work was to repair only the bad parts, not replace the whole length of sidewalk.

Selectman Crowley explained that the intent of this project was to extend the life of the building, which did not account for some work that still needed to be done. He gave as examples walls that needed painting, windows that needed blinds, and parts of the ventilation system that needed to be repaired. The contingency funds were used to help cover these costs. Selectman Trindade concurred, adding that it also created an appropriate learning environment that will last another 20 years. He pointed out that Selectman Crowley has been on the building committee since the beginning, and Mr. Tom Anderson has been on the Capital Improvement Planning Committee.

It is anticipated that locker replacement will be done during the February school vacation week, as well as an outflow pipe repair if there is time. Many of the hallways have already been painted. Corridors will be finished once the lockers are installed. Some of the furniture will be replaced, as much of it is original to the school.

Brief discussion followed on linking the Middle School and the Burke-Memorial School with an access road. The project would first be in a design phase after which it would go out to bid; it is noted that the project may require bonding. None of this will be funded out of the existing contract.

Continuing with the presentation, Mr. Anderson showed “before” and “after” photos of many areas, including entrances, staircases, impact of painting on walls, and the new divider in the gymnasium. He noted there are many enhancements that cannot be seen such as electrical, plumbing, HVAC and other systems. Aesthetically, things are brightened up.

Ms. Kennedy asked if the paving project will be considered in a warrant article for Annual Town Meeting this year. Mr. Anderson responded that it depends on whether the estimated costs can be determined and whether a feasible design is available. It may have to wait until Fall Town Meeting.

It was announced that there may be another Open House sometime in April. Selectman Trindade suggested tying it into Medway Pride Day, and utilizing students as guides for tours.

Approval of Warrants:

Selectman Foresto, Clerk, read aloud Warrant 13-32, dated 2/7/2013, presented for approval:

Town Bills	\$919,387.07
TOTAL	\$919,387.07

Selectman Trindade moved that the Board approve the Warrant as read; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

Opening and Closing of February 25, 2013 Special Town Meeting Warrant:

Selectman Trindade moved that the Board open the February 25, 2013 Special Town Meeting Warrant; Selectman Foresto seconded. Selectman Crowley asked for clarification of Articles 1 and 2, as well as the current balance of the Operational Stabilization Account. Referring to Article 3, he asked if the dollar amount could be added to the article. Ms. Kennedy stated the Board could amend the article, adding that the dollar amount is unknown at this time. Regarding the Thayer Homestead Development project, Selectman Crowley asked if the Planning and Economic Development Board’s site plan review of the project was complete. He indicated he wanted to be sure there are no surprises, and that enough money is appropriated for the project. Ms. Kennedy stated the warrant must be posted by February 8, noting the Board could hold another meeting this week or add it to the Board’s meeting on February 6. **After discussion, Selectmen Trindade withdrew his motion.**

Selectman Trindade moved that the Board open the February 25, 2013 Special Town Meeting Warrant, that the Board approve inclusion of the three articles as presented with a dollar amount of \$250,000 included in Article 3, and, lastly, to close the Warrant; Selectman D’Innocenzo seconded. No further discussion. VOTE: 5-0-0.

At this time, Selectman Trindade and Selectman Foresto left the meeting to attend a meeting of the Community Preservation Committee.

Action Items from Previous Meeting:

Discussion on the following items:

- 2 — Route 109 Project – The Board will invite Tom Holder to give an update at the next meeting.
- 4 -- Charles River Pollution Control District Budget – Ms. Kennedy reported the group requested that their presentation be postponed until March.

Selectman Crowley asked that the Brentwood Project be added to the Action Items list.

Town Administrator’s Report:

Ms. Kennedy stated she has been working with the MAPC to develop a town-wide energy plan. The LEAP (Local Energy Action Plan) has been presented to the Energy Committee. They want to meet with the Board of Selectmen to make a series of recommendations about adopting certain strategies, either February 19 or March 4. Ms. Kennedy reminded the Board that March 4 is when the Annual Town Meeting warrant will be approved. Referring to the report from the Energy Committee, she stated it is an excellent report and very well written. From a residential perspective, they are recommending strategies on reducing residential consumption (70% of overall energy consumption), and encouraging

solar applications. They have asked for assistance in recruiting someone to help market the program. It is a requirement of the grant that a volunteer be available to assist residents.

Regarding the Oak Grove study, Ms. Kennedy distributed an excerpt of it that she wanted to highlight.

There will be a meeting next week relative to the Clean Sweep initiative involving some of the school personnel to determine how their needs can be met, how people can help with the project, as well as publicizing the program.

Ms. Kennedy reported that there is a regional health effort underway conducted by a shared nurse who is working with the communities of Ashland, Holliston and Medway. Public service announcements will be broadcast on public access to help publicize the program. Topics will include how to avoid the flu, as well as program with the Senior Center on food safety and how senior citizens can manage their medications. Ms. Kennedy stated she would like to invite the nurse to a Selectman meeting to explain the program.

Selectmen's Reports:

Selectman D'Innocenzo reported that EPFRAC met with the Open Space Committee, where they reviewed a survey and received good feedback. The group will be putting together a survey that will be sent electronically out to the community with a two-week respond window.

Selectman Crowley asked for a report on Medway's water capacity, and at what level the community is running at now. Brief discussion followed.

Selectman Crowley asked about the status of repairs on the Sanford Street Bridge. Ms. Kennedy reported that Mr. Holder met with the Town of Franklin a week ago, learning that some of the financial aspects of the project may not be materializing and CIPC may be approached about it. She reported that Mr. Holder's concern is that there is enough funding available for the project before going forward. She will ask Mr. Holder to come in with a presentation.

Selectman Crowley asked about the status of negotiations with the schools on field maintenance going forward, specifically, the plan for FY14 and the associated cost. Ms. Kennedy stated it might come out of the EPFRAC study funding. She will ask Mr. Holder to address it at a meeting. Selectman D'Innocenzo stated that the dollar value provided by the consultant included contracted amounts for activities that were already in place. They will include the costs of field maintenance that were already being paid.

Chairman Espinosa summarized that, in order to establish the FY14 budget, by whatever method, a level service agreement is necessary, involving the public schools, Parks and Recreation and other relevant groups. Ms. Kennedy noted that the EPFRAC report will contain an analysis of costs. Selectman D'Innocenzo expressed concern that the estimated or reported costs may be affected, depending on when the report is available and potential changes to fields. Selectman Crowley noted there is no guarantee that the Town will continue with this field maintenance utilizing DPS staff. Ms. Kennedy added that the historical costs were gathered in order to prepare for the 2012 Fall Town Meeting appropriation article. Discussion followed. Selectman Crowley pointed out that the months of July, August and September were not included, and those costs need to be known.

Selectman Crowley asked if there was any result from the task force about election venues. Ms. Kennedy noted that it was her understanding that the upcoming election will be held at the middle school. Mats for the gym floor can be obtained.

Chairman Espinosa reported that the recent Legislative Breakfast was attended by the Board of Selectmen, as well as members of the Finance Committee and School Committee. The purpose of the meeting was to have a roundtable discussion on a variety of topics important to Medway. He thanked Ms. Kennedy and her staff for putting it together.

Chairman Espinosa reported he met with the Facilities Committee and the School Committee to discuss consolidation for facilities management. The schools did a study on their properties and presented their consultant's recommendation. Brief discussion followed at that meeting on whether a joint effort should be pursued, but the group instead opted to approach certain aspects in pieces (baby steps).

Approval of Minutes:

The Board reviewed draft minutes of November 19, 2013; December 3, 2013; December 12, 2013; and January 7, 2013.

Chairman Espinosa moved to accept the minutes of November 19, 2013, as amended; Selectman D'Innocenzo seconded. No further discussion. VOTE: 3-0-0.

Chairman Espinosa moved to accept the minutes of December 3, 2013, as drafted; Selectman D'Innocenzo seconded. There was discussion on a correction that needed clarification; Chairman Espinosa withdrew his motion to approve. The minutes will be considered at a future meeting.

Chairman Espinosa moved to accept the minutes of December 12, 2013, as amended; Selectman D'Innocenzo seconded. No further discussion. VOTE: 3-0-0.

Chairman Espinosa moved to approve the minutes of January 7, 2013, as drafted; Selectman D'Innocenzo seconded. No discussion. VOTE: 3-0-0.

At 8:29 PM Selectman D'Innocenzo moved to adjourn; Selectman Crowley seconded. No discussion. VOTE: 3-0-0.

Respectfully submitted,
Jeanette Galliardt
Night Board Secretary