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**MEDWAY BOARD OF SELECTMEN**  
155 VILLAGE STREET • MEDWAY, MASSACHUSETTS 02053  
(508) 533-3264 • FAX: (508) 533-3281

*Glenn Trindade, Chairman  
Dennis Crowley, Vice Chairman  
Richard D’Innocenzo, Clerk  
John Foresto, Member  
Mary Jane White, Member*

**Board of Selectmen’s Meeting Minutes**

**September 26, 2013 7:00 p.m.**

**Sanford Hall, 155 Village Street**

**Present: Chairman Glenn Trindade; Selectmen John Foresto, Dennis Crowley, Richard D’Innocenzo, and Mary Jane White; and Town Administrator Suzanne Kennedy.**

At 7:01 p.m., Chairman Trindade called the meeting to order and led in the Pledge of Allegiance.

**Public Comments:** None

**Chapter 40B Discussion:**

Chairman Trindade said that Community Housing Coordinator Doug Havens would like to organize a discussion on Chapter 40B housing.

**Review Fall Town Meeting Warrant:**

The Board reviewed and discussed a draft of the 2013 Fall Town Meeting Warrant.

Present: Melanie Phillips, Treasurer-Collector; Wendy Rowe, Chair of the Medway Board of Library Trustees; and Margaret Perkins, Medway Library Director.

**Article 1 - Amendment Annual Authorization: Council on Aging Revolving Account:**

They are proposing \$110,000. The Board would like to keep this on the warrant but want Ms. Kennedy to verify the amount. Selectman Crowley also requested additional information on how the money will be spent. He would also like ridership statistics.

**Article 2 - Lease for Fire Station Solar Installation:**

This article is similar to the one that was written for the station initially. This will memorialize the project. The previous contract was for 3 years. This contract will replace the previous one.

**Article 3 - Lease for McGovern School Solar Installation:**

The Town is still negotiating with DG Power. The schools would also like to add panels to Burke. They believe a contract for Burke already exists from 2011. Selectman Crowley would like to replace “or grounds” with “limit use of grounds to equipment supporting install on roof.” Administrator Kennedy will follow up with Town Counsel regarding this.

**Article 4 - Approval of PILOT (Payment-in-lieu-of-taxes): Broadway Renewable Strategies, LLC:**

This article requires further discussion with the School Dept. Administrator Kennedy will invite Dave Verdolino to the October 7 meeting to discuss this matter. Administrator Kennedy said

1 that Town Counsel has looked into this and the issue is an agreement cannot be issued for a  
2 period of time for \$1. The article and agreement as written will not be approved by the  
3 Department of Revenue (DOR). The biggest problem is that there is no legislation on this matter  
4 and a specific statute addressing this does not exist.

5  
6 Article 5 - Free Cash Appropriation: Energy Committee Budget:

7 The Energy Committee is requesting \$800. The Board requested additional information on how  
8 this money would be used. Administrator Kennedy added that she believes only statutory  
9 committees should have budgets in the future.

10  
11 Article 6 - Free Cash Appropriation: Library Items:

12 Wendy Rowe and Margaret Perkins explained that the Library is underfunded and they are  
13 asking for an additional \$20,000. The library is required to spend 16% of its budget on materials  
14 by the Massachusetts Board of Library Commissioners (MBLC). This year that amount would be  
15 approximately \$40,000 but the library only has \$17,000 available for materials. The library also  
16 has some repairs that need to be addressed. In addition, a portion of these funds will help pay  
17 for the employee who comes in at night so that the library can be used as meeting space and so  
18 that the downstairs computers can be used by the public. Selectman Foresto previously  
19 requested that Ms. Perkins do a comparison to surrounding towns. Per Selectmen Foresto,  
20 Medway's spend rate is the lowest of the 13 towns but donations are high. Also, the MBLC  
21 suggests that the library be open 40 hours per week so additional hours were added. This will  
22 allow the library to receive additional federal funding next year. Previously, these items were  
23 paid for through a private fund. Selectman Crowley requested a line item budget for how the  
24 \$20,000 would be spent.

25  
26 Article 7 - Free Cash Appropriation: Economic Development Director & Article 8 - Free Cash  
27 Appropriation: Redevelopment Authority:

28 The Board would like to invite the Planning & Economic Development Board to its next meeting  
29 to discuss the need for an Economic Development Director, whether there is a payback, and to  
30 review the status of the roadmap. Administrator Kennedy reported that there is approximately  
31 \$57,500 available to support this position for the remainder of the fiscal year. The available  
32 funds are in FY14 and also from an unexpended article from the 2013 budget. However, if an  
33 Economic Development Director is hired this year, the position would need to be fully funded  
34 next year and the amount would be significantly higher. The Board asked that the Planning &  
35 Economic Development Board prepare a 1 page summary and attend the next meeting. The  
36 Board also needs to appoint a redevelopment authority.

37  
38 Article 9 – Free Cash Appropriation: Comprehensive Zoning Revision:

39 Administrator Kennedy explained that currently each warrant contains 10-12 zoning articles.  
40 They would like to do a comprehensive review of the zoning bylaws. The diagnostic work would  
41 cost approximately \$7,500 and re-codifying, if necessary, would cost approximately \$25,000-  
42 \$30,000. The Board would like to speak further with the Planning & Economic Development  
43 Board on this matter.

44  
45 Article 10 - Free Cash Appropriation: Energy Manager:

1 Administrator Kennedy recommended removing this article from the warrant because Medway  
2 does not have a commitment from the other Town. The Board asked Administrator Kennedy to  
3 do a cost benefit analysis on this position. Selectman Foresto said this position may have been  
4 very helpful to the Town five years ago when Medway was pursuing its Green Community status  
5 but not sure how beneficial it would be now.

6  
7 Article 11 - Salary Reserve Transfer: Police Union Contract:

8 This expense was anticipated and there is \$100,000 in reserve. The contract was completed  
9 after the Annual Town Meeting.

10  
11 Article 12 - Salary Reserve Transfer: Conservation Budget:

12 The Conservation Committee and candidate will meet with the Chairman. The Board wanted to  
13 know if the Wetlands Protection Funds could be used to support this position.

14  
15 In addition, the Board discussed the need for a new DPS facility. Selectman Crowley reported  
16 that Town Treasurer Melanie Phillips is working on several hypotheticals regarding funding of  
17 this project. He would like to see the Town finance the facility without having to do an override.  
18 The Board is targeting 2016 for this project. The Board will discuss this matter further at a  
19 future meeting and review the hypotheticals that Ms. Phillips prepares.

20  
21 Article 13 - Sewer Retained Earnings Transfer: Debt Service:

22 This article is a bookkeeping item. This article is supported and recommended by the Town  
23 Accountant.

24  
25 The Board also discussed legislation that is being supported by Carolyn Dykema. Administrator  
26 Kennedy will circulate the information to the Board so the Selectmen can comment and issue a  
27 letter of support.

28  
29 Article 14 - Establish Sewer Stabilization Fund:

30 This fund will be setup similar to the ESCO Stabilization Fund. The Board asked that the fund be  
31 named the Sewer Betterment Stabilization Fund. Every year the Town will be asked to vote to  
32 move the funds that are collected from betterments being paid in full to this fund so that they  
33 can pay the debt service.

34  
35 Article 15 - Repurpose Monetary Article: GPS System:

36 The funds will be used to install a GPS system in Town vehicles. This would be done as a safety  
37 measure so that Town vehicles could be located at all times. Director of Information Technology  
38 Rich Boucher has reviewed and priced the system.

39  
40 Article 16 - Transfer Capital Borrowing: Middle School Renovation:

41 The Town Accountant and the School Building Committee Chair would like to consolidate the  
42 articles relating to the renovation. This is a housekeeping article.

43  
44 Article 17 - Amend By-law: CPA Tax Period:

45 This is an administrative change relative to the time period people have to request deferments.

46  
47 The Board thanked the Medway 300 Committee and Bob and Pam Saleski for all their work on  
48 the parade and said it was a huge success. They also thanked DPS, Fire, and the Police for their

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1 hard work. They said the parade cost approximately \$70,000 and 90% of the cost was funded by  
2 local businesses including Medway Cable, Medway Oil, the Lions, Rodenhiser, Charles River  
3 Bank, and Middlesex Bank.

4

5 **At 8:24 p.m. Selectman D’Innocenzo moved to adjourn; Selectman White second; No**  
6 **discussion; All ayes 5-0-0.**

7

8 Respectfully submitted,  
9 Michelle Reed