

**MEDWAY BOARD OF SELECTMEN**  
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*Glenn Trindade, Chairman  
Dennis Crowley, Vice Chairman  
Richard D'Innocenzo, Clerk  
John Foresto, Member  
Mary Jane White, Member*

**Board of Selectmen's Meeting Minutes**

**February 24, 2014 at 7:00 p.m.**

**Sanford Hall, 155 Village Street**

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

At 7:00 p.m., Chairman Trindade called the meeting to order and led in the Pledge of Allegiance.

**Public Comments:** None

**Board of Health Discussion:** The Board of Selectmen invited Board of Health Chairman Michael Heavey and members Jack Mill and Jordan Warnick to the meeting to discuss their concerns that were detailed in a recent newspaper article. Chairman Heavey said the Board of Health's concerns include their office space, the elimination of a full-time administrative assistant and the reduction in the Health Agent's hours. He said a Night Board Secretary cannot provide adequate administrative support. Chairman Heavey said the Board of Health has raised these concerns several times over the past two years. Chairman Heavey said he was not prepared to offer specific examples on how the department and its work are being negatively impacted. He said the Board of Health forwarded a specific list of their concerns to Judi Barrett, the consultant the Town hired to look at the efficiency and effectiveness of all municipal departments. Administrator Kennedy said Health Agent Stephanie Bacon has not approached her to date to discuss these matters. Selectman White said that she can attest to the demands on Ms. Bacon's time because she also works at the Town Hall. She said residents often call the Town Clerk's office when they are unable to reach Ms. Bacon.

The Board of Selectmen acknowledged the need for more regular communication between the Board of Selectmen and the Board of Health and encouraged the Board of Health to come to them directly with any issues going forward. They also encouraged Ms. Bacon to reach out to Administrator Kennedy with concerns as they arise. Selectman Crowley asked IT Director Rich Boucher to ensure that Ms. Bacon is receiving emails to notify her of voicemails. Chairman Trindade asked the Board of Health to consider meeting in the School Committee Room at the Middle School so their meetings can be taped and viewed by residents on the local cable channels. Selectman Crowley added that the Board of Selectmen has never received any complaints from the residents about the Board of Health. The Board said they will have more information when they receive Ms. Barrett's report. They reiterated the necessity of concrete examples when requesting additional funds and resources.

**Water/Sewer Rates Discussion:** DPS Director Tom Holder and Water & Sewer Commissioners Chan Rogers and Bob Wilson attended the meeting to discuss the Town's water and sewer rates. The Water & Sewer Commission provided the Board with a rate analysis through FY16. The Board of Selectmen wanted to confirm that the proposed water and sewer projects, including the extensive water main replacement project, have been incorporated into the rate analysis. Director Holder reported that over the past several years the Highland Street water tank, water meters, and the Main Street water main have been funded and replaced but there are constant updates and changes that need to be made. The Board asked DPS Director Holder and the Commissioners to prepare a five year projection, including the impact the new DPS facility will have on rates. The Board plans to hold a joint meeting with the Commission to discuss this matter more in depth.

**Approval of License to Store Flammable and Combustible Liquids, Flammable Gasses, and Solids at 38 Summer Street:** Attorney Peter Paulousky attended the meeting on behalf of Cumberland Farms, Inc. to request the Board's approval for a license to store flammables and combustibles, flammable gasses, and solids at 38 Summer Street. Fire Chief Jeff Lynch reported that he has reviewed and approved the plans. He also said that the Department of Public Services, Police, and Fire met with Cumberland Farms, Inc. to address some outstanding issues. The Board asked for clarification on who is considered an abutter. Attorney Paulousky reviewed the actions Cumberland Farms, Inc. has agreed to take in relation to abutters. Attorney Paulousky said he would forward the information regarding the pre-blast survey to the Town Administrator's office so that it would be posted on the Town website. The Board wanted to ensure that the families that live closest to the property will receive adequate notice about the blasting.

**Selectman Foresto moved that the Board of Selectmen approve a license to store flammables and combustibles, flammable gasses, and solids to Cumberland Farms, Inc. for the property located at 38 Summer Street; Selectman D'Innocenzo second; No discussion; All ayes 5-0-0.**

**Approval of ALS TDI Tri-State Trek on June 27, 2014:** The ALS Therapy Development Institute is requesting permission for cyclists to travel through Medway on June 27, 2014 for their annual event. Chief Tingley has reviewed and approved the route.

**Selectman Foresto moved that the Board of Selectmen approve the request by the ALS TDI Tri-State Trek to allow cyclists to travel through Medway on June 27, 2014 with the proviso that the organization hire one detail officer as outlined in Chief Tingley's correspondence; Selectman White second; No discussion; All ayes 5-0-0.**

**Approval of Medway Youth Baseball Parade on April 27, 2014:** This is a request to hold the annual baseball parade on April 27, 2014. Chief Tingley has reviewed and approved the route.

**Selectman Foresto moved that the Board of Selectmen approve the request by Medway Youth Baseball to hold its annual parade on April 27, 2014 with the proviso that the organization hire two detail officers as outlined in Chief Tingley's correspondence; Selectman D'Innocenzo second; No discussion; All ayes 5-0-0.**

**Approval of CORI Policy:** HR Director Sue Ellis attended the meeting to discuss the Town's updated CORI policy. The Town requires a Criminal Offender Record Information (CORI) check on all employees who have contact with minors and the elderly. She said this mostly pertains to DPS employees who work in the parks and summer camp interns; however, a determination is made on a case by case basis depending on the position. Ms. Ellis said that CORI checks are required for all school personnel. In addition, an applicant will not be disqualified from a position if the background check reveals a criminal offense. The department will review each case individually and take into consideration many factors, including the nature of the offense and the age of the offender at the time of the offense. Ms. Ellis emphasized that this policy needs to be fairly and equitably enforced.

**Selectman Foresto moved that the Board of Selectmen adopt the CORI Policy as presented and authorize the Chair to execute the same on its behalf; Selectman White second; No discussion; All ayes 5-0-0.**

**Approval of SWMI Grant:** DPS Director Holder reported that Medway received a Sustainable Water Management Initiative (SWMI) grant from the Department of Environmental Protection (DEP) in the amount of \$35,420 to evaluate and investigate Medway's water accountability. This is the second year Medway has received this grant. Director Holder reported that Medway is producing more water than it is selling. He reported that there will always be a certain percentage of water that is unaccounted for but typically 10% is the ceiling. Medway is currently at 30%. He said over the last 6-8 months there has been an increase in electricity use at the well sites. He said he is confident they will find the source and hopes to have an answer in the next couple of months. The grant needs to be spent by June 30, 2014. The Board plans to follow-up with Director Holder on this matter in June. The Board asked Director Holder if he thought he needed additional funds to address this issue. Director Holder said he is comfortable with the approach they are taking and does not anticipate needing additional funds.

**Selectman Foresto moved that the Board of Selectmen approve the MA DEP Sustainable Water Management Initiative Grant in the amount of \$35,420 for the purpose of evaluating and investigating water accountability; Selectman White second; No discussion; All ayes 5-0-0.**

**Approval for Spending in Excess of Budget Allocation Relative to Snow and Ice**

**Removal:** DPS Director Tom Holder reported that the Town has exceeded its snow and ice removal budget by \$147,000 this year and there are still about five weeks left in the season. Administrator Kennedy said the budget is based on a 5 year average and they are not inclined to increase the budget just because we have experienced a particularly bad winter.

DPS Director Holder said there is salt available at no charge to residents at the Recycling Center during normal business hours. Residents need to bring their own container and a shovel.

**Selectman Foresto moved that the Board of Selectmen authorize incurring liability and making expenditures in excess of the available fiscal year 2014 appropriation for snow and ice removal as provided for in MGL Chapter 44, Section 31D; Selectman D’Innocenzo second’ No discussion; All ayes 5-0-0.**

**Authorization of Chairman to Execute Contract for Managed Print Services with Printer Pro Solutions, Inc.:**

IT Director Rich Boucher explained that the department conducted an audit about a year ago relative to the Town’s printing capabilities and related costs. He said the schools have aging printers that are costly to fix. The managed printer services contract will result in approximately \$1,000 annual savings but the biggest advantage will be the support and repair services that are included. He said the company has a 4-8 hour turnaround time so repairs could be performed on the same day. The Town currently uses a similar model with its copier machines.

**Selectman Foresto moved that Board of Selectmen authorize the Chair to execute the contract between the Town and Print Pro Solutions, Inc. as presented; Selectman D’Innocenzo second; No discussion; All ayes 5-0-0.**

**Consideration of Reappointments to the Redevelopment Authority:** This item was deferred to the next meeting.

**Review and Approval of the Special and Annual Town Meeting Warrants:** Karen Kisty will work with the Board to schedule a meeting over the next week to discuss and review the warrants.

Administrator Kennedy reported that the Board of Health would like a non-binding referendum regarding the new tobacco regulations to be added to the ballot in May. The referendum will ask whether the legal age to purchase tobacco should be increased from 18 to 21. Administrator Kennedy said the Board of Selectmen can vote to add this to the ballot as opposed to adding it to the warrant this year and voting the following year. The Board will review the materials associated with this issue at the next meeting and vote. The Board asked whether there would be a cost associated with raising the legal age. It was determined that there will be no additional costs and the Health Agent will continue to enforce this regulation. Selectman Crowley asked that the referendum explicitly state that there will be no cost associated with making this change.

**Action Items:** This item was deferred to the next meeting.

**Approval of Warrants:**

Warrant 14-35 2/27/2014

Town Payroll \$282,083.38

School Payroll \$784,444.23

Total \$1,066,527.61

**Selectman Foresto moved that the Board approve the warrant as read; Selectman White second; No discussion; All ayes 5-0-0.**

**Town Administrator's Report:**

- Administrator Kennedy reported that street acceptances would not be ready for the May Town Meeting warrant. The streets that were chosen have issues that were unanticipated. She said there will be an article on the May Town Meeting warrant to use the unexpended funds in the Planning and Development budget to address these issues. They will not begin working on any other streets until these are taken care of.

**Selectmen's Reports:**

Crowley

- He asked that the remainder of the unexpended budget items be brought to the Board at the next meeting for their review.

Foresto

- In the next week or so the Thayer project will be substantially completed. The project is on budget. There will be deep discounts for rentals in June and July.

D'Innocenzo

- Gale will deliver the preliminary report shortly and EPFRAC will hold a public meeting to discuss the information.

White

- A Town Administrator search committee needs to be appointed. Chairman Trindade will bring forward a list of recommendations.

**At 8:37 p.m. Selectman Foresto moved to adjourn; Selectman D'Innocenzo second; No discussion; All ayes 5-0-0.**

Respectfully submitted,

Michelle Reed