

1 **Board of Selectmen's Meeting**
2 **Monday, March 17, 2014 – 7:00 PM**
3 **Sanford Hall**
4 **155 Village Street**
5
6

7 **Present: Glenn Trindade, Chair; Dennis Crowley, Vice-Chair; Selectman John Foresto, and Selectman**
8 **Maryjane White.**
9

10 Absent: Richard D'Innocenzo, Clerk.
11

12 Also Present: Suzanne Kennedy, Town Administrator; Carol Pratt, Town Accountant; Allen Tingley,
13 Police Chief; Melanie Phillips, Finance Director; Capital Improvement Planning Committee -- Peter
14 Sigrist, Chair.
15

16 *****
17

18 At 7:00 PM Chairman Trindade called the meeting to order and led the Pledge of Allegiance.
19

20 **Public Comments:** None.
21

22 **Approval – Medway Turkey Trot 5K, November 27, 2014:**

23 *The Board reviewed the following information: (1) Email from Charles Dwyer dated February 14, 2014;*
24 *and (2) Correspondence from Police Chief Tingley dated February 24, 2014.*
25

26 Present: Police Chief Tingley, Charles Dwyer.
27

28 Mr. Charles Dwyer stated this is the fourth year the event has taken place. The purpose of the Turkey
29 Trot is to create a community event for the town, as well as raise funds. All proceeds go to the High
30 School Athletic Department; the event occurs before the annual Thanksgiving Day football game.
31

32 **Selectman Foresto moved that the Board approve the fourth annual Medway Turkey Trot 5K to be held**
33 **on November 27, 2014 with the proviso that four detail officers be hired per the recommendation of**
34 **Police Chief Tingley; Selectman White seconded. No discussion. VOTE: 4-0-0.**
35

36 **Discussion – Potential Regionalization and Shared Services with Town of Medfield – Selectman**
37 **DeSorgher:**

38 *There were no supporting materials.*
39

40 Present: Richard DeSorgher, Selectman, Town of Medfield.
41

42 Chairman Trindade introduced the members of the Board. Mr. DeSorgher stated he was meeting with the
43 Board tonight for a number of reasons. New England features strong individual town governments unlike
44 county systems in other parts of the country. Medfield is faced with budget and tax issues, and he is
45 looking for ways to preserve the quality of life without chasing people out of town. In an attempt to
46 preserve the township system, he is proposing a multi-town committee comprised of 5-7 communities in
47 this area. This committee, mainly for the purposes of exploring the sharing of information and equipment,
48 would focus on the sharing of information such as how to collect delinquent fees, equipment maintenance

1 costs, sharing of services such as a veterans' agent, sealer of weights and measures, tree warden, etc.
2 This could include combining two part-time positions into one full-time one which may attract individuals
3 who are better qualified.
4

5 Mr. DeSorgher suggested that each participating community appoint one representative. The goal is to
6 have someone appointed before summer starts and to share information with others in the group.
7

8 Chairman Trindade stated this is a terrific idea, and that the Board has tried it. For some of the smaller
9 things, it is definitely worth a try. Some things were not as successful, but the Board learned from it.
10 The attempt to regionalize library services was not successful either-- one community was in favor, the
11 other very much against it.
12

13 Selectman White agreed that all towns need to look into it, noting that Medway does it with an Animal
14 Control Officer shared with the Town of Millis.
15

16 Selectman Foresto reminded the Board that a similar committee was formed about four years ago. The
17 group met once and then could not manage to get together again. Sharing information is important as
18 all communities are dealing with the same issues.
19

20 Selectman Crowley stated that this is the first time a selectman from another community has come
21 forward to meet with the Board. Information on various topics, such as trash collection, would be
22 invaluable.
23

24 It was noted that the communities would include Medfield, Millis, Dover, Sherborn, Norfolk, and
25 Walpole, in addition to Medway. Mr. DeSorgher will be visiting the Selectmen in other towns in the
26 coming weeks. He clarified that his attendance this evening was the result of being unanimously voted
27 that he be the official representative. He urged the Board to choose its representative so that the group
28 could hopefully get together before the summer break.
29

30 Brief discussion followed on Medfield's DPW barn. Mr. DeSorgher reported that the Town of Medfield
31 accomplished it with a \$9.5 million override.
32

33 **Discussion – Proposed Amendment to Conservation Commission Bylaw:**

34 *The Board reviewed a memorandum dated March 7, 2014 from Interim Conservation Agent, Bridget*
35 *Graziano.*
36

37 Present: David Travalini, Chair, Conservation Commission.
38

39 Mr. Travalini reported that, in talking with the past two agents, the Conservation Commission was made
40 aware that the Town charges little for conservation services as compared to other area communities.
41 The Commission is proposing to amend the bylaw to allow that the fee structure is included as part of
42 the rules and regulations. When the fees need to be changed, it is a less cumbersome process to change
43 them via regulations rather than change the bylaw, i.e., holding a public hearing instead of going to
44 Town Meeting. This would put Medway in line with most of the other towns in the area as well as help
45 recoup some of the funds that are now targeted for the Conservation Agent salary. He added that the
46 previous agent had created a spreadsheet comparing the area fees.
47

1 The Board expressed appreciation for the explanation; the consensus of the Board was that it was in
2 favor of this action. Mr. Travalini stated he will be present at Town Meeting if anyone has questions.

3
4 Brief discussion followed on use of funds in the Conservation Commission revolving account for
5 supporting the Agent's salary as well as other expenses.

6
7 **Authorization of the Chairman to Execute Contract for OPEB Valuation Services Contract – USI**
8 **Consulting Group, Inc., \$7,900:**

9 *The Board reviewed a draft contract between the Town and USI Consulting Group, Inc.*

10
11 Present: Carol Pratt, Town Accountant.

12
13 Ms. Pratt stated a contract for these services is required every other year, noting that she received three
14 responses from the Request for Proposal and that she is comfortable with this vendor. Responding to
15 Selectman Crowley's question, she confirmed that this money is within her budget at this time.

16
17 **Selectman Foresto moved that the Board authorize the Chairman to execute a contract with USI**
18 **Consulting Group, Inc. for OPEB valuation services in an amount not to exceed \$7,900; Selectman**
19 **White seconded. No discussion. Vote: 4-0-0.**

20
21 **Approval – Non-binding Referendum Question, Minimum Purchase Age for Tobacco Products:**

22 *The Board reviewed the following information: (1) Email from Town Counsel dated February 24, 2014;*
23 *and (2) Proposed Annual Town Meeting Warrant Article.*

24
25 Present: Stephanie Bacon, Health Agent.

26
27 Ms. Bacon confirmed that an approval from the Board ensures that the non-binding question is on the
28 ballot in May.

29
30 **Selectman Foresto moved that the Board vote to place the following non-binding referendum**
31 **question on the ballot for the next annual town election scheduled for May 20, 2014: "Should the**
32 **Board of Health vote to approve a new regulation that would change the minimum purchase age of**
33 **tobacco products from age 18 to age 21?"; Selectman White seconded. No discussion. VOTE: 4-0-0.**

34
35 **Authorization of the Chairman to Execute Contract for Visiting Nursing Services, Salmon Health Care,**
36 **\$14,150.00:**

37 *The Board reviewed a contract between the Town of Medway and Salmon Home Care LLC.*

38
39 Present: Stephanie Bacon, Health Agent.

40
41 Ms. Bacon reported that this contract replaces the one with the Milford Visiting Nurses Association. She
42 briefly explained the roles and responsibilities of this health care provider.

43
44 Selectman Crowley expressed disappointment that the contract had been "in place" before the Board
45 was able to consider it.

1 **Selectman Foresto moved that the Board authorize the Chairman to execute a contract with Salmon**
2 **Home Care LLC to provide public health nursing services to the Town in an amount not to exceed**
3 **\$14,150; Selectman White seconded. No discussion. VOTE: 4-0-0.**

4
5 **Discussion – Vehicle Safety, Lovering Street:**

6 *The Board reviewed a memorandum from Police Chief Tingley and Safety Officer Watson dated*
7 *March 10, 2014.*

8
9 Present: Allen Tingley, Police Chief.

10
11 Chief Tingley briefly explained what he had done following a serious car accident at this intersection. He
12 reviewed some of the recommendations from the state that might help alleviate some of the problems.
13 The available assistance is geared toward intersections that have had numerous accidents in a couple of
14 years. He indicated most of the accidents occurred in dry clear weather and during the daytime,
15 suggesting that drivers are otherwise distracted. Some motorists are blowing through the stop sign
16 which is clearly posted and prefaced with a “Stop Ahead” sign.

17
18 Selectman Crowley suggested Stop signs with the edges which would be illuminated at night. He added
19 that there may be some free cash available to support an expense of \$5,000. Addressing Mr. Jeff
20 O’Neill, Chairman Trindade asked if the Finance Committee would consider an Emergency Fund Transfer
21 suggested by Ms. Melanie Phillips, Finance Director. Mr. O’Neill could not answer for the Finance
22 Committee but stated its next meeting is on April 9.

23
24 **Discussion – Capital Improvement Planning Committee Recommendations, FY15 Budget:**

25 *The Board reviewed a document entitled “Projects for FY15”, revised as of 3/5/14.*

26
27 Present: Peter Sigrist, Michelle Reed.

28
29 Mr. Sigrist noted that the current list has changed slightly from the one previously submitted to the
30 Board. Chairman Trindade explained the “free cash” concept for viewers, pointing out that it is money
31 allocated to Town departments that will not be used this year so it “falls to free cash”. Out of this
32 money, many other projects, including purchase of equipment and services, can be funded. The Capital
33 Improvement Planning Committee is in charge of gathering information from departments about their
34 requests, exercising fairness in spreading it around to as many departments as possible.

35
36 Mr. Sigrist reported some of the quoted prices are not exact but are close. Ms. Michelle Reed explained
37 how each department creates its list of requested items and determines a priority for those items.

38
39 Selectman Crowley noted that \$200,000 has to be put forward for FY15 and \$250,000 for snow and ice
40 for this year. Chairman Trindade explained that, at the McGovern School, once buzzed in, a visitor does
41 not have to stop by the office before entering the main part of the school. There is a request for
42 \$10,000 for the design of a security upgrade. Ms. Reed wondered if the request is truly for security or a
43 redesign for accessibility. Mr. Sigrist will try to get more information.

44
45 Brief discussion followed on the proposed engineering study for the bridge repair, the bathrooms at
46 Cassidy Field, Town-wide facilities improvement and energy improvements, road repairs and paving at
47 the middle school. It was noted that there are no bonding issues for fire trucks or large equipment.

1
2 The Board commended the CIPC on a nice job.

3
4 **Appointment – Thayer Property Governance Committee, John Foresto:**

5 *There were no supporting materials. It was noted that terms for existing committee members, Crowley*
6 *and Rice, expire on June 30, 3014. The motion on this appointment can be made so that the*
7 *appointment is coterminous with others, or have the appointment expire on June 30, 2015.*

8
9 **Chairman Trindade moved that the Board appoint John Foresto to the Thayer Property Governance**
10 **Committee for a term to expire on June 30, 2014; Selectman White seconded. Brief discussion**
11 **followed on whether to stagger the terms; the motion was left as stated. VOTE: 4-0-0.**

12
13 **Review of 2014 Special Town Meeting Warrant and 2014 Annual Town Meeting Warrant:**

14 *The Board reviewed the following information: (1) Proposed 2014 Special Town Meeting Warrant,*
15 *revised 3/17/14; and (2) Proposed 2014 Annual Town Meeting Warrant, revised 3/17/14.*

16
17 Ms. Kennedy informed the Board the Warrants had been revised with new information.

18
19 **Special Town Meeting Warrant:**

20 **Article 1 – Appropriation: Snow and Ice Deficit** – An amount of \$250,000 was added to the article.

21 **Selectman Foresto moved that the Board approve Article 1 as written; Selectman White seconded.**
22 **No discussion. VOTE: 4-0-0.**

23
24 **Article 2 – Appropriation: OPEB Trust Account** – An amount of \$50,000 was added to this article.

25 Selectman Foresto explained to Jeff O’Neill, Finance Committee Chair, that the auditor suggested finding
26 a regular funding source for this expense every year, hence, a transfer of \$50,000 each year. **Selectman**
27 **Foresto moved that the Board approve Article 2 as written; Selectman White seconded. No**
28 **discussion. VOTE: 4-0-0.**

29
30 **Article 3 – Transfers to Street Acceptance Account** – Dollar amounts of \$21,000 and \$2,751 were
31 inserted into the wording of the article. Ms. Kennedy advised that the Board could retain the article as
32 is with a Town Meeting motion specifying a lesser amount or wait until more information is available.
33 After brief discussion, the Board opted to keep this article as TBD (To Be Determined).

34
35 **Article 4 – Budget Transfer: Economic Development** – Ms. Kennedy reported the numbers will be
36 available tomorrow. The Board opted to leave this article as TBD.

37
38 **Article 5 – Budget Transfer: Consulting Services-Permitting** – **Selectman Foresto moved that the Board**
39 **approve Article 5 as written; Selectman White seconded. No discussion. VOTE: 4-0-0.**

40
41 **Article 6 – Budget Transfer to Thayer Homestead Revolving Account** – The dollar figure of \$19,400 was
42 inserted into the article, which establishes the account and transfers money into it. Selectman Foresto
43 **Selectman Foresto moved that the Board approve Article 6 as written; Selectman White seconded.**
44 **The Board acknowledged that the dollar amount may change before Town Meeting. VOTE: 4-0-0.**

45
46 **Article 7 – Budget Transfer: Legal Services** – After brief discussion, the Board opted to leave this article
47 as TBD.

1
2 Article 8 – Budget Transfer: Redevelopment Authority – After brief discussion, the Board opted to leave
3 this article as TBD.

4
5 Article 9 – Repurpose Monetary Articles: Cassidy Field Bathroom – Ms. Kennedy reported that, at
6 present, it was her understanding that the bathrooms had been priced at \$59,000, and the paving is
7 more than anticipated. Brief discussion followed on the proposed modular building, which comes from
8 the manufacturer in pieces and is mounted on a platform with the utilities in place. Youth Baseball is to
9 do the site work and the utility connection. The Board opted to leave this article as TBD.

10
11 Article 10 – Repurpose Monetary Article: Senior Center Sidewalks – **Selectman Foresto moved that the**
12 **Board approve Article 10 as presented; Selectman White seconded. No discussion. VOTE: 4-0-0.**

13
14 Article 11 – Repurpose Monetary Article: Fire Department Training – It was noted that the person
15 assigned for academy training cannot do so due to illness which impacted the staffing pattern. In order
16 to continue with training, it was decided to repurpose the funds to carry them over to FY15. If this
17 person cannot continue, another person will be assigned. Brief discussion followed. The Board opted to
18 leave this article as TBD.

19
20 Article 12 – Prior Year Bills -- **Selectman Foresto moved that the Board approve Article 12 as written;**
21 **Selectman White seconded. No discussion. VOTE: 3-0-1 – Crowley abstain.**

22
23 Annual Town Meeting Warrant:

24 At this time, Chairman Trindade turned the gavel over to Vice-Chair Crowley and left the room briefly.
25 The Board opted to either approve each article or hold it as a TBD while awaiting further information.

26
27 Article 1 – ESCO Stabilization Reserve Transfer: FY15 Operating Budget – **Selectman Foresto moved that**
28 **the Board approve Article 1 as written; Selectman White seconded. No discussion. VOTE: 3-0-1 –**
29 **Trindade abstain.**

30
31 Article 2 – Appropriation: FY15 Operating Budget – **Selectman Foresto moved that the Board approve**
32 **Article 2 as written; Selectman White seconded. No discussion. VOTE: 3-0-1 – Trindade abstain.**

33
34 Article 3 – Appropriation: FY15 Water Enterprise Fund – TBD.

35 Article 4 – Appropriation: FY15 Sewer Enterprise Fund – TBD.

36 Article 5 – Appropriation: FY15 Solid Waste Enterprise Fund – TBD.

37 Article 6 – Appropriation: FY15 Ambulance Enterprise Fund – TBD.

38 Article 7 – Free Cash Appropriation: Capital Items – TBD.

39
40 Article 8 – Establish DPS Facility Capital Improvement Stabilization Fund; Transfer from Operational
41 Stabilization Fund – Ms. Kennedy reported that this is a new article. After brief discussion, the Board
42 agreed to remove the words “Capital Improvement” from the title of the article. **Chairman Trindade**
43 **moved that the Board approve Article 8 as written; Selectman White seconded. No discussion.**
44 **VOTE: 4-0-0.**

45
46 Article 9 – Transfer to General Stabilization Fund – **Chairman Trindade moved that the Board approve**
47 **Article 9 as written; Selectman White seconded. No discussion. VOTE: 4-0-0.**

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Article 10 – Capital Project: Construct Athletic Fields – CPC Funds – TBD.

Article 11 – Capital Project: Construct Athletic Fields/Turf – General Funds – TBD.

Article 12 – Appropriation – Water Enterprise – Chairman Trindade moved that the Board approve Article 12 as written; Selectman White seconded. No discussion. VOTE: 4-0-0.

Article 13 – Appropriation: Sewer Enterprise – Selectman Foresto moved that the Board approve Article 13 as written; Selectman White seconded. No discussion. VOTE: 4-0-0.

Article 14 – Repurpose Capital Funds: Middle School Improvements – Chairman Trindade moved that the Board approve Article 14 as written; Selectman White seconded. Chairman Crowley did not agree that the dollar figure of \$625,899.40 should be included in the article at this time as that figure could change before Town Meeting. The motion was withdrawn. Selectman Foresto moved that the Board approve Article 14 with the exception of the dollar figure; Selectman White seconded. No further discussion. VOTE: 4-0-0.

Article 15 – Repurpose Monetary Articles: DPS Facility Study -- Selectman Foresto moved that the Board approve Article 15 as written with the words “feasibility study” deleted from the wording of the article; Selectman White seconded. No discussion. VOTE: 4-0-0.

Article 16 – Repurpose Monetary Article: Town Hall Renovation -- TBD.

Article 17 – Repurpose Monetary Article: Fire Apparatus – The words “for casino impact research” have been added to the wording. Chairman Trindade moved that the Board approve Article 17 as written; Selectman White seconded. No discussion. VOTE: 4-0-0.

Article 18 – Appropriation: Zoning Bylaw Review and Revision – TBD.

Article 19 – Appropriation: GATRA Revolving Fund -- Chairman Trindade moved that the Board approve Article 19 as written; Selectman White seconded. No discussion. VOTE: 4-0-0.

Article 20 – Revolving Accounts: Annual Authorization -- Chairman Trindade moved that the Board approve Article 20 as written; Selectman White seconded. No discussion. VOTE: 4-0-0.

Article 21 – Appropriation: Community Preservation Committee – TBD.

Article 22 – Rescind Unissued Balance Article 14 of 2009 Annual Town Meeting -- Chairman Trindade moved that the Board approve Article 22 as written; Selectman Foresto seconded. No discussion. VOTE: 4-0-0.

Article 23 – Rescind Unissued Balance Article 19 of 1996 Special Town Meeting -- Chairman Trindade moved that the Board approve Article 23 as written; Selectman White seconded. No discussion. VOTE: 4-0-0.

1 Article 24 – Rescind Unissued Balance Article 11 of 2007 Fall Town Meeting -- **Chairman Trindade**
2 **moved that the Board approve Article 24 as written; Selectman Foresto seconded. No discussion.**
3 **VOTE: 4-0-0.**

4
5 Article 25 – Eminent Domain: Route 109 Reconstruction Project -- **Chairman Trindade moved that the**
6 **Board approve Article 25 as written; Selectman Foresto seconded. No discussion. VOTE: 4-0-0.**

7
8 Article 26 – Amend Wetlands Bylaw: Fees -- **Chairman Trindade moved that the Board approve Article**
9 **26 as written; Selectman Foresto seconded. No discussion. VOTE: 4-0-0.**

10
11 Article 27 – Amend Dog Bylaw -- **Chairman Trindade moved that the Board approve Article 27 as**
12 **written; Selectman Foresto seconded. No discussion. VOTE: 4-0-0.**

13
14 Article 28 – Amend Zoning Bylaw: Commercial District I – Chairman Trindade stated he would like to
15 remove this article because the Board had requested that all zoning articles be held until the Fall Town
16 Meeting. Somehow it was referenced on a ListServe without authorization. A corrected email will need
17 to go out. **Chairman Trindade moved that the Board delete Article 28 from the Annual Town Meeting**
18 **Warrant; Selectman White seconded. No discussion. VOTE: 4-0-0.**

19
20 **Approval – American Legion Road Race, June 28, 2014:**

21 *The Board reviewed the following information: (1) Email thread between Allison Potter, Town Administrator’s*
22 *Office, and Douglas Wahl dated February 21, 2014 through February 25, 2014; and (2) Correspondence from*
23 *Chief Allen Tingley dated February 26, 2014.*

24
25 Present: Ken Wahl, American Legion, Town of Medway; David Labonte, American Legion, Town of
26 Franklin.

27
28 Mr. Wahl submitted a flyer describing the road race along with the proposed route. He stated the event is
29 intended to raise money for scholarship funds, the state trooper program (ride-along), and the Boys State
30 and Girls State programs. Selectman White asked if there was still an American Legion unit in Medway.
31 Mr. Wahl responded the unit meets at the church and still sponsors a Boy Scout troop in town.

32
33 Mr. Labonte stated both American Legion units sponsor the event equally on a 50/50 basis. He noted
34 that he is offering his assistance as he has helped with many similar races in the past.

35
36 **Selectman Foresto moved that the Board approve the American Legion road race to be held on**
37 **June 28, 2014 with the proviso that three detail officers be hired and traffic cones be placed per the**
38 **recommendation of Police Chief Tingley; Selectman White seconded. No discussion. VOTE: 4-0-0.**

39
40 **Action Items from Previous Meetings:**

41 Action Items were postponed until a future meeting.

42
43 **Approval of Warrants:**

44 *The Board reviewed Warrant 14-38.*

45
46 In the absence of the Clerk, Selectman Crowley read aloud Warrant 14-38, dated 3/20/2014, submitted
47 for approval:

1
2 Town Bills \$761,604.15
3 TOTAL \$761,604.15
4

5 **Selectman Foresto moved that the Board approve the Warrant as read; Selectman White seconded.**
6 **No discussion. VOTE: 4-0-0.**
7

8 **Town Administrator’s Report:**

9 In the interest of time, Ms. Kennedy deferred her report until the next meeting.
10

11 **Selectmen’s Reports:**

12 Selectman Foresto reported that the punch list for the Thayer project has been prepared as the
13 renovation is nearing the end of the project.
14

15 Selectman Crowley asked the Board if there should be a non-binding question on full-day kindergarten
16 program. Chairman Trindade noted it is a controversial issue, and residents are questioning whether
17 there was a need for it. Discussion followed.
18

19 **At 8:56 PM Chairman Trindade moved to adjourn; Selectman White seconded. No discussion.**
20 **VOTE: 4-0-0.**
21

22
23 Respectfully submitted,
24 Jeanette Galliardt
25 Night Board Secretary