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**TOWN OF MEDWAY  
BOARD OF SELECTMEN'S MEETING  
Monday, April 7, 2014 – 6:30 PM  
Sanford Hall  
155 Village Street**

**Present: Selectman Glenn Trindade, Chair (6:35 PM); Selectman Dennis Crowley, Vice-Chair;  
Selectman Richard D'Innocenzo, Clerk; Selectman John Foresto, and Selectman Maryjane White.**

Also Present: Suzanne Kennedy, Town Administrator; Barbara Saint André, Town Counsel; Missy Dzikczek, Director, Council on Aging; Police Chief Allen Tingley; Tom Holder, Director, Department of Public Services; Sue Ellis, Director, Human Resources; Susy Affleck-Childs, Planning and Economic Development Coordinator.

\*\*\*\*\*

At 6:32 PM Vice-Chair Crowley called the meeting to order and led the Pledge of Allegiance.

**At 6:33 PM Selectman Foresto moved that the Board enter executive session under Exemption 3 to discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares [Green Acres] and Exemption 6: to consider the purchase, exchange, lease or value of real property if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares [Wickett Property]. Vice-Chair Crowley did so declare. Selectman D'Innocenzo seconded the motion. No discussion. Roll call Vote: 4-0-0 – Crowley, aye; D'Innocenzo, aye; Foresto, aye; White, aye.**

\*\*\*\*\*

At 7:06 PM Chairman Trindade reconvened public session.

**Public Comments:** None.

**Authorization – Submittal of Grant Application to Mass Department of Energy Resources – Green Communities 2014:**

*The Board reviewed the following information: (1) Memo, dated April 3, 2014, from Susan Affleck-Childs; and (2) Grant application.*

Ms. Susy Affleck-Childs briefly explained that projects totaling \$215,000 could cover the costs of an energy management system for the Memorial School, air conditioning condensing units for the police station and conversion of streetlights on selected streets to LED. She noted that rebates totaling \$30,756 is anticipated, adding that the Town would have to contribute \$15,056 toward the streetlights. The matching funds could come out of unused FY14 funds if the grand award is made prior to the end of the fiscal year. She stated there is a lot of competition for these grant funds and urged the Board to grant permission to move forward.

1 Selectman Foresto reported that the Energy Committee is in complete support of this application.  
2 Selectman Crowley suggested soliciting support from elected representatives. Ms. Kennedy stated her  
3 office will notify them.

4  
5 Brief discussion followed on application fees, timing of applications, and compatibility of new equipment  
6 with existing equipment. It was noted that all original Green Community grant funds have been expended.  
7

8 **Selectman Foresto moved that the Board authorize the submission of the Green Communities grant**  
9 **application to the DOER as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

10  
11 **Authorization to Expend Grant Funds –Massachusetts Council on Aging and National Council on Aging**  
12 **- The Aging Master Program - \$4,100:**

13 *The Board reviewed the following information: (1) Grant Expenditure Authorization Form; and (2) Grant*  
14 *attachments.*

15  
16 Ms. Missy Dzczyk, Director, Council on Aging, stated they learned of this grant, submitted an application  
17 and was able to get the funds. Medway will be one of fourteen senior centers in the country to offer  
18 this program. She noted that the program is incentive-driven with phase modules and a point system.  
19

20 **Selectman Foresto moved that the Board authorize the expenditure of the Council on Aging grant**  
21 **funds in the amount of \$4,100 for the purposes stated; Selectman White seconded. No discussion.**  
22 **VOTE: 5-0-0.**

23  
24 **Authorization of Chairman to Execute Contract with Gorman Construction, Inc. for Water Department**  
25 **Building Roof Installation and Associated Carpentry - \$18,500:**

26 *The Board reviewed the following information: (1) Contract; and (2) Email regarding contract, dated*  
27 *April 7, 2014.*

28  
29 **Selectman Foresto moved that the Board authorize the Chairman to execute a contract with Gorman**  
30 **Construction, Inc. for the replacement of the Water Department roof in an amount not to exceed**  
31 **\$18,500; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

32  
33 **Authorization of Chairman to Execute Contract with Lorusso Corp. for Town-wide Paving – Not to**  
34 **exceed \$700,000 (Two-year contract):**

35 *The Board reviewed the following information: (1) Contract; and (2) Email regarding contract, dated*  
36 *April 7, 2014.*

37  
38 Mr. Holder explained that this paving project is part of the annual sidewalk and roadway construction.  
39 Brief discussion followed.

40  
41 **Selectman Foresto moved that the Board authorize the Chairman to execute a contract with Lorusso**  
42 **Corporation for town-wide paving, not to exceed \$700,000, and subject to available funding in fiscal**  
43 **year 2016; Selectman White seconded. No discussion. VOTE: 5-0-0.**

44  
45 **Authorization of Chairman to Execute Contract with Carlo Molinari, Inc. for Asphalt and Concrete**  
46 **Repair, Catch Basin and Manhole Structures – Not to Exceed \$50,000:**

47 *The Board reviewed the following information: (1) Contract; and (2) Email regarding contract, dated*  
48 *April 7, 2014.*

1  
2 Mr. Holder explained that the Department of Public Services typically hires an outside group to handle  
3 all the repairs in a single day.

4  
5 **Selectman Foresto moved that the Board authorize the Chairman to execute a contract with Carlo**  
6 **Molinari, Inc. in an amount not to exceed \$50,000 for the work stated; Selectman White seconded.**  
7 **VOTE: 5-0-0.**

8  
9 **Authorization of Chairman to Execute Contract with Murray Paving & Reclamation, Inc. for Pavement**  
10 **Grind, Grade and Roll Reclaim and Berm Mix Installation – Not to Exceed \$50,000:**

11 *The Board reviewed the following information: (1) Memorandum, dated April 7, 2014, from the DPS*  
12 *Director; and (2) Contract.*

13  
14 Mr. Holder stated this work will be full-depth reclamation down to the surface. If the amount exceeds  
15 the \$50,000, the Department of Public Services will come back to the Board with a change order.

16  
17 **Selectman Foresto moved that the Board authorize the Chairman to execute a contract with Murray**  
18 **Paving & Reclamation, Inc. in an amount not to exceed \$50,000 for the purposes stated; Selectman**  
19 **D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

20  
21 **Authorization of Chairman to Execute Change Order for Gale Associates– Design and Engineering**  
22 **Oversight of Hanlon Field Improvements - \$19,770:**

23 *The Board reviewed a change order proposal from Gale Associates.*

24  
25 Mr. Holder stated that this will be part of the athletic field rehabilitation and construction as the  
26 “carpet” needs to be replaced. It has been discovered that the anchor berm needs to be replaced.  
27 While this work is being done, the field will be relined. The proposed cost includes the design and  
28 oversight of the installation of berm and carpet. This money will come from the existing account, and  
29 the language of the original warrant article allows for it. Brief discussion followed on use of CPC funds  
30 for this field, which was not included in the 2013 Fall Town Meeting vote on field improvements.

31  
32 **Selectman Foresto moved that the Board authorize the execution of change order number two with**  
33 **Gale Associates for design and engineering oversight of Hanlon Field improvements in an amount not**  
34 **to exceed \$19,770, and further, if the Community Preservation Committee does not concur with this**  
35 **decision, the expense will be paid from the Hanlon Field account or from the Warrant Article**  
36 **approved at 2013 Fall Town Meeting; Selectman D’Innocenzo seconded. No further discussion.**  
37 **VOTE: 5-0-0.**

38  
39 **Presentation – Insurance Advisory Committee Approved Fiscal Year 2015 Health Insurance Rates:**

40 *The Board reviewed a handout featuring health insurance rates.*

41  
42 Present: Ken Lombardi, Insurance Advisory Committee; Sue Ellis, Director, Human Resources.

43  
44 Mr. Ken Lombardi stated that, while a zero percent increase is always the target, he was pleased to  
45 report there was only a 2% adjustment in rates for FY15. He noted that 1.5% of this increase (\$81,000)  
46 is due to the Affordable Care Act and associated fees that were built into the funding formula. Mr.  
47 Lombardi suggested that it is in the Town’s best interest to institute the 2% now and guarantee it for 12

1 months. Brief discussion followed. Many communities are facing increases above 8% so this is very  
2 good.

3  
4 **Presentation - ICMA Finance Performance Indicators:**

5 This presentation was postponed.

6  
7 **Discussion – Amendment of Alcohol Policy (One-Day Licenses):**

8 *The Board reviewed the following information: (1) Excerpt from the Selectmen’s Alcohol Policy regarding*  
9 *a one-day license; and (2) MIIA recommendation regarding coverages and liability.*

10

11 Ms. Allison Potter, Assistant to the Town Administrator, reminded the Board of its interest in amending  
12 the Alcohol Policy with respect to informal gatherings at the Thayer property. She reported that Police  
13 Chief Tingley contacted the ABCC, who noted that the statute covering one-day licenses does not  
14 stipulate that a certified server is required. The recommendation is that the Board not require but  
15 “highly recommend” certified servers as most situations would likely warrant one. The example used  
16 was that a wedding is a much different kind of function than a baby shower. However, the Board is the  
17 permitting authority granting the one-day licenses so the requirement of a certified bartender could be  
18 added depending upon the function.

19

20 Selectman Crowley suggested that the Oversight Committee may establish a separate policy for its own  
21 functions, likely based on the number of attendees. For example, a function utilizing a cash bar may  
22 require a professional bartender, and similar situations.

23

24 After brief discussion, it was decided that Selectman Foresto and Selectman Crowley would work with  
25 the Town Administrator and Town Counsel to craft new language that the Board will consider at its next  
26 meeting. Chief Tingley will be consulted for additional input.

27

28 **Approval – Special One-Day Liquor License – Thayer Property – June 22, 2014:**

29 *The Board reviewed the following information: (1) Application submitted by Walter and Lisa Johnson;*  
30 *(2) Insurance Certificate; (3) Recommended Coverages; and (4) Police Department recommendation.*

31

32 **Selectman Foresto moved that the Board approve a one-day liquor license for the Johnsons’ June 22**  
33 **event at the Thayer Homestead; Selectman White seconded. No discussion. VOTE: 5-0-0.**

34

35 **Approvals – Bicycle Ride for Food – Sept. 21, 2014; CF Cycle for Life Tour – Oct. 11, 2014;**

36 **Christina Clarke Genco Foundation Mother’s Day Memorial Ride – May 11, 2014:**

37 *The Board reviewed the following information: (1) Ride for Food request and Police Department*  
38 *recommendation; (2) Cystic Fibrosis Foundation request and Police Department recommendation; and*  
39 *(3) Christine Clarke Genco Foundation request and Police Department recommendation.*

40

41 Chief Tingley stated that he spoke with all the parties, and they know what they need. He has no  
42 changes to the recommendations submitted.

43

44 **Selectman Foresto moved that the Board approve the requests as presented with the condition that**  
45 **each organization comply with the Police Department recommendations with respect to the hiring of**  
46 **detail officers for their events; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

47

48 At this time Chairman Trindade turned the gavel over to Vice-Chair Crowley and exited the room.

1  
2 **Authorization to Expend Wetlands Protection Funds to Supplement Conservation Agent's**  
3 **Fiscal Year 2015 Salary Budget - \$10,920:**

4 *The Board reviewed the Conservation Commission vote approving the expenditure of funds.*

5  
6 It was noted that the Conservation Commission must authorize the expenditure of these funds before it  
7 comes to the Board for approval. Both groups are complying with the statute by doing so.

8  
9 **Selectman Foresto moved that the Board approve the expenditure of \$10,920 of Wetlands Protection**  
10 **Funds to supplement the Fiscal Year 2015 Conservation Agent salary budget for the purpose of**  
11 **administering and enforcing the Mass. Wetlands Protection Act; Selectman D'Innocenzo seconded.**  
12 **No discussion. VOTE: 4-0-0. Chairman Trindade was out of the room at the time of the vote.**

13  
14 **Authorization of Chairman to Execute Contract Amendment – Collins Center – Performance**  
15 **Management Consulting Services - \$3,000:**

16 *The Board reviewed the following information: (1) Amendment to service agreement; (2) Town Counsel's*  
17 *approval as to form; and (3) Original agreement.*

18  
19 It was noted that this extends the original agreement to the end of June. The funds will come out of the  
20 training line item in the budget.

21  
22 **Selectman Foresto moved that the Board authorize the Chairman to execute an amendment to the**  
23 **Collins Center service agreement for professional services related to performance management in an**  
24 **amount not to exceed \$3,000; Chairman Trindade seconded. No discussion. VOTE: 5-0-0. It is noted**  
25 **that Chairman Trindade re-entered the room during the discussion prior to the vote.**

26  
27 At this time, Vice-Chair Crowley returned the gavel to Chairman Trindade.

28  
29 **Authorization to Expend Donated Funds – Clean Sweep - \$1,000:**

30 *The Board reviewed a donation expenditure authorization form.*

31  
32 Ms. Allison Potter reported that the Medway Lions Club donated \$500, and the Medway Cable Access  
33 Board donated \$500. These funds will help offset the cost of a banner advertising the event and  
34 supplies.

35  
36 **Selectman Foresto moved that the Board authorize the expenditure of donations to Clean Sweep to**  
37 **support expenses related to sponsoring this event on April 12, 2014; Selectman White seconded. No**  
38 **discussion. VOTE: 5-0-0.**

39  
40 Ms. Potter announced there are many places in town that need attention and shared several ways  
41 residents can participate, i.e., register on the website or just show up at one of the locations. All  
42 participants will be treated to a cookout consisting of hot dogs and hamburgers.

43  
44 **Re-opening and Closing of May 12, 2014 Special Town Meeting Warrant to Add Unpaid, Prior Year Bill**  
45 **to Article 11 (Unpaid, Prior Year Bills):**

46 *The Board reviewed the Special Town Meeting warrant with addition of reference to unpaid bill.*

1 Selectman Foresto moved that the Board re-open the May 12, 2014 Special Town Meeting warrant for  
2 the purpose adding an unpaid, prior year bill to Article 11 as well as an Open Space article; Selectman  
3 D’Innocenzo seconded. No discussion on the motion. VOTE: 5-0-0.

4  
5 It was noted that an additional sum of money has been added to the article. Selectman Foresto read  
6 the new article aloud and moved that the Board approve the article as read; Selectman White  
7 seconded. No further discussion. VOTE: 5-0-0.

8  
9 Chairman Trindade moved that the Board add the following article to the Special Town Meeting  
10 warrant and read it aloud as follows:

11  
12 *To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase or otherwise  
13 and to accept the deed to the Town of a fee simple interest in all or a portion of the parcel described  
14 below, now owned by X upon such terms and conditions as the Board of Selectmen shall determine to  
15 be appropriate, the land to be used for purposes allowed by the so-called Community Preservation Act,  
16 Massachusetts General Laws Chapter 44B, to be under the management and control of Board of  
17 Selectmen said parcel of land being described as follows:*

18  
19 *The land located on . . . more or less.*

20  
21 *And, further, to see if the Town will vote: a) to appropriate from the Community Preservation Fund a  
22 sum of money for the purchase of the property and up to \$10,000 for any expenses related thereto,  
23 including legal fees; b) authorize the Board of Selectmen to convey a permanent deed restriction in  
24 accordance with General Laws chapter 44B, section 12 and General Laws chapter 184, sections 31 – 33;  
25 and c) authorize the Board of Selectmen and Town officers to take all related actions necessary or  
26 appropriate to carry out this acquisition, including the submission, on behalf of the town, of any and all  
27 applications deemed necessary for grants and/or reimbursements from any state or federal programs  
28 and to receive and accept such grants or reimbursements for this purpose, and/or any other purposes  
29 in any way connected with the scope of this Article, or act in any manner relating thereto.*

30  
31 Selectman D’Innocenzo seconded the motion. Brief discussion followed on the wording of the motion.  
32 VOTE: 5-0-0.

33  
34 Brief discussion followed on another Open Space article. It was noted that the costs for signs for Open  
35 Space parcels whose purchase was funded by the Community Preservation Committee will be paid out  
36 of CPC funds in their budget.

37  
38 Selectman Foresto moved that the Board close the May 12, 2014 Special Town Meeting warrant;  
39 Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

40  
41 **Re-opening and Closing of May 12, 2014 Annual Town Meeting Warrant to Include Open**  
42 **Space Related Article(s)**

43 Based on the previous discussion and vote, this action was unnecessary.

44  
45 **Action Items from Previous Meetings**

46 It was noted that the Route 109 Design Project has been moved from 2016 up to 2015.

47  
48 **Approval of Minutes**

1 *The Board reviewed draft minutes from October 7, 2013 and December 2, 2013.*  
2

3 **Selectman Crowley moved that the Board approve the minutes of October 7, 2013, as amended;**  
4 **Selectman White seconded. No further discussion. VOTE: 5-0-0.**  
5

6 **Selectman Crowley moved that the Board approve the minutes of December 2, 2013, as drafted;**  
7 **Selectman White seconded. No discussion. VOTE: 5-0-0.**  
8

9 **Approval of Warrants:**

10 *The Board reviewed Warrant 14-41.*  
11

12 Selectman D’Innocenzo, Clerk, read aloud Warrant 14-41, dated 4/10/14, presented for approval.  
13

14 **Selectman Foresto moved that the Board approve Warrant 14-41 as read; Selectman White seconded.**  
15 **No discussion. VOTE: 5-0-0.**  
16

17 **Town Administrator’s Report:**

18 Ms. Kennedy stated that Governor Patrick’s office has reported \$402,000 in Chapter 90 funds for this  
19 year’s appropriation.  
20

21 Medway will be participating in a regional transportation survey to see if there is a way to deploy GATRA  
22 vehicles more efficiently to get more services.  
23

24 Ms. Kennedy reported there will be another study at the intersection of Route 109 and Trotter Drive as  
25 it is a bad intersection and the accident history warrants the study.  
26

27 **Selectmen’s Reports:**

28 Selectman White reported that she participated in Fire Department training, noting that it was very eye-  
29 opening. She briefly described suiting up, adding that it was frightening to go into a smoke-filled building.  
30 She was amazed at the equipment and personnel needed to fight a fire. The most enlightening piece of  
31 the experience was that a fire is not as depicted on television or in the movies.  
32

33 Selectman D’Innocenzo agreed that the training was amazing; he too was impressed with the magnitude  
34 of skills, equipment and planning that goes into firefighting.  
35

36 Selectman Crowley provided an update on the Thayer Homestead. He reported that there are six  
37 bookings for June, noting July and August were not as booked. He contacted Lakeside Pavilion to let  
38 them know the Thayer property is now open and can take bookings Lakeside cannot accommodate.  
39  
40

41 **At 8:16 PM Selectman Foresto moved to adjourn; Selectman White seconded. No discussion.**  
42 **VOTE: 5-0-0.**  
43  
44

45 Respectfully submitted,  
46 Jeanette Galliardt  
47 Night Board Secretary