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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**

**May 19, 2014 at 6:30 p.m.**

**Sanford Hall**

**Town Hall, 155 Village Street**

**Present: Vice Chairman Dennis Crowley; Selectmen John Foresto, Rick D'Innocenzo, and Maryjane White; and Town Administrator Suzanne Kennedy.**

At 6:34 p.m., Vice Chairman Crowley called the meeting to order and led in the Pledge of Allegiance.

**Public Comments:** None

**Joint Meeting with the Water and Sewer Commission to Discuss Water and Sewer Rates:**

The Board of Selectmen was joined by Water and Sewer Commissioners Chan Rogers and Bob Wilson, DPS Director Tom Holder, and Treasurer/Collector Melanie Phillips.

Treasurer/Collector Melanie Phillips and DPS Director Tom Holder reviewed the water and sewer 5 year forecasts with the Board. Treasurer/Collector Phillips said they worked with the Town Accountant's office to prepare the forecasts using the template from previous years. The Water and Sewer Commissioners have reviewed and approved the proposed increases. Overall, there will be an average increase of 4% to the water rates and an average increase of 20% to sewer rates.

The main driver behind the increased sewer rates are the assessments from the Charles River Pollution Control District. The Town currently pays a capital assessment and planned for an increased assessment over the next several years. The Charles River Pollution Control District is currently in Phase 3 of a \$24 million capital project. DPS Director Holder said the project is necessary and the improvements are long overdue. He said regulations are more far more stringent now than when the facility was built in the 1970's and the equipment is inadequate. All communities that utilize the Charles River Pollution Control District are responsible for their portion of the project's debt service. Mr. Holder said the average household will see a \$44 increase annually to their sewer bill. Treasurer/Collector Phillips said she compared Medway's sewer rates to neighboring communities and Medway's are still the lowest even with the increase. Treasurer/Collector Phillips confirmed that the new debt service line item includes the proposed capital improvements and new DPS facility.

In addition, DPS Director Holder explained that the Town only recently learned of an increased operational and maintenance assessment. This assessment is based on the

## DRAFT

1 amount and industrial strength of the flows Medway contributes. In 2013, there was an  
2 increase in Medway's industrial strength. Mr. Holder said they have not been able to  
3 explain the increase but are in the process of investigating it and hope to have answers in  
4 the next several months. He said due to the Inflow and Infiltration (I & I) work the  
5 department has been performing over the last several years the amount of flow has  
6 actually decreased. Selectman Foresto asked the Water and Sewer Commissioners to  
7 follow-up with Medway's representatives to the Charles River Pollution Control District  
8 to find out what is being done to reduce and control future costs. He said he and  
9 Administrator Kennedy met with the Charles River Pollution Control District recently to  
10 discuss taking advantage of SREC's and possibly reducing their electricity bill by 50%  
11 but they were not interested.

12  
13 Treasurer/Collector Phillips confirmed that the debt service line item under the water  
14 rates forecast includes the water main projects and the new DPS facility. Mr. Holder  
15 added that they are making a strategic reduction of the retained earnings to provide rate  
16 relief for residents. The Town plans to bring the retained earnings to 20%, which is  
17 standard practice. The forecast also takes the reduction in consumption over the last  
18 couple years into consideration.

19  
20 Also, Mr. Holder explained that Medway received a \$99,000 grant to study unaccounted-  
21 for water. Medway is currently around 30%, which is about 200,000 gallons per day.  
22 The goal is to be around 10%. Mr. Holder is confident they will find the source and  
23 confident in their approach. He said at this point it does not look like it is due to a leak or  
24 leaks. He thinks it is most likely due to connections that the Town is unaware of. The  
25 next step will be to evaluate several hundred commercial properties and look for illicit  
26 connections.

27  
28 Selectman Crowley asked Treasurer/Collector Phillips to provide the Board with the  
29 information in the previous format that was easier to read. In addition, the Board  
30 discussed why the tiers were revised and asked Treasurer/Collector to review the changes  
31 to see if it created additional revenue. The Board also asked for the average dollar  
32 amount increase that each tier will experience.

33  
34 **Public Hearing Transfer of All Alcohol License from Conway Liquors, Inc. d/b/a**  
35 **West Medway Liquors to PragatHari, LLC d/b/a West Medway Liquors:**

36 **Selectman Foresto moved that the Board open the Public Hearing on the proposed**  
37 **All Alcohol License transfer from Conway Liquors, Inc. d/b/a/ West Medway**  
38 **Liquors to PragatHari, LLC d/b/a West Medway Liquors to be located at 175 Main**  
39 **Street; Selectman White second; No discussion; All ayes 4-0-0.**

40  
41 Mr. Kunal Patel represented PragatHari, LLC and explained that they are buying West  
42 Medway Liquors and requested that the Board transfer the All Alcohol License. They  
43 also own Fields' Wine and Spirits in Bellingham. Mr. Patel said the name of West  
44 Medway Liquors will not change and they are not planning any changes to the structure  
45 at this point. Mr. Patel confirmed that he has had no issues with the Alcoholic Beverages  
46 Control Commission (ABCC).

**DRAFT**

1 **Selectman Foresto moved that the Board close the Public Hearing on the proposed**  
2 **All Alcohol License transfer from Conway Liquors, Inc. d/b/a/ West Medway**  
3 **Liquors to PragatHari, LLC d/b/a West Medway Liquors to be located at 175 Main**  
4 **Street; Selectman D’Innocenzo second; No discussion; All ayes 4-0-0.**  
5

6 **Selectman Foresto moved that the Board approve the transfer of the All Alcohol**  
7 **License and the transfer of stock from Conway Liquors, Inc. d/b/a/ West Medway**  
8 **Liquors to PragatHari, LLC d/b/a West Medway Liquors contingent upon the**  
9 **receipt of the DOR Certificate of Good Standing; Selectman White second; No**  
10 **discussion; All ayes 4-0-0.**  
11

12 **Authorization of Chairman to Execute Contract with All States Asphalt, Inc.:**

13 DPS Director Tom Holder reported that All States Asphalt, Inc. was the only bidder for  
14 this contract. He explained that liquid asphalt/rubberized chip seal will be applied on top  
15 of the cracked seal. Other towns are having success with this product and seeing the life  
16 of the roads extended. They will reevaluate whether to continue this practice at the end  
17 of the two year contract.  
18

19 **Selectman Foresto moved that the Board authorize the Chairman to execute the**  
20 **contract for pavement resurface treatment between the Town and All States**  
21 **Asphalt, Inc., in an amount not to exceed \$50,000; Selectman D’Innocenzo second;**  
22 **No discussion; All ayes 4-0-0.**  
23

24 **Approval of Minutes:**

25 **Selectman Foresto moved that the Board approve the meeting minutes from**  
26 **January 15, 2014 as written; Selectman White second; The Board discussed whether**  
27 **line 34 on page 1 should be changed to the High School but decided it should not;**  
28 **All ayes 4-0-0.**  
29

30 **Selectman Foresto moved that the Board approve the meeting minutes from**  
31 **February 3, 2014 as written; Selectman White second; No discussion; All ayes 4-0-0.**  
32

33 **Selectman Foresto moved that the Board approve the meeting minutes from**  
34 **February 24, 2014 as written; Selectman White second; No discussion; All ayes**  
35 **4-0-0.**  
36

37 **Approval of Warrants:**

38 # 14-47S      5/22/2014  
39

40 School Bills \$319,612.94  
41 Town Payroll \$257,134.75  
42 School Payroll \$789,657.94  
43 Total \$1,366,405.63  
44

45 **Selectman Foresto moved that the Board approve the warrant as read; Selectman**  
46 **White second; No discussion; All ayes 4-0-0.**

**DRAFT**

**Town Administrator Report:**

- The Metropolitan Area Planning Council (MAPC) is looking at whether towns can join forces to secure contracts with the electric companies. She does not think this will happen in the near future.
- She reported that the Senate is looking at the State budget. In 2014, approximately \$25 million in Community Preservation funds were distributed to towns and cities throughout Massachusetts, including Medway. Administrator Kennedy will follow-up with Senator Spilka’s office to lobby for language to be added for 2015.

**Selectmen’s Reports:**

**Selectman White**

- Town Administrator interviews – HR Director Sue Ellis is targeting May 31, 2014 for the interviews. Administrator Kennedy’s office will follow-up with the Board for another date. The Board would like to go ahead with May 31, 2014 for those candidates that are available. The Board will receive the resumes ahead of time. They also asked for the candidates references.
- Resident Sue Cooper would like to donate two portraits to the Town. The portraits will be displayed at the Thayer House. The Board said they would like to have the portraits presented at the Thayer House Open House, if one is held.
- Town Election will be held tomorrow. The polls will be open from 7:00 a.m. to 8:00 p.m. at the Middle School.

**Selectman D’Innocenzo**

- Medway Pride Day was a success.
- He reminded residents to get out and vote tomorrow.
- He also noted that there were approximately 300 residents in attendance at the Annual Town Meeting.

**Selectman Crowley**

- Medway continues to retain its 2015 position for state funding for the Rt. 109 project.
- He reported bids are going out for the Middle School parking lot project, which will include upgrades to lighting. The project is expected to be completed by the end of August.

**At 7:43 p.m., Selectman Foresto moved to adjourn; Selectman White second; No Discussion; All ayes 4-0-0.**

Respectfully submitted,

Michelle Reed