

1 **Board of Selectmen's Meeting**
2 **Monday, June 2, 2014 – 6:30 PM**
3 **Sanford Hall, Town Hall**
4 **15 Village Street**
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7

8 **Present: Glenn Trindade, Chairman; Dennis Crowley, Vice-Chair; Richard D'Innocenzo, Clerk; John**
9 **Foresto and Maryjane White.**

10
11 Also Present: Sue Ellis, Human Resources Director; Tom Holder, Director, Department of Public Services
12

13
14 *****
15

16 At 6:51 PM Chairman Trindade called the meeting to order and led the Pledge of Allegiance.
17

18 **Interview – Town Administrator Candidate, Michael Boynton:**

19 As this interview is neither a hearing nor discussion item and is occurring this evening only due to the
20 convenience of the Board, minutes were not taken. The interview concluded at 8:10 PM.
21

22 **Executive Session:**

23 **At 8:17 PM Chairman Trindade moved that the Board enter into executive session under Exemption 3**
24 **to discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the**
25 **litigating position of the public body and the chair so declared [topic: Ralph Costello, Applegate**
26 **Subdivision] and to return to open session thereafter; Selectman Foresto seconded. The chair did so**
27 **declare. No discussion. Roll Call Vote: 5-0-0 – Crowley, aye; D'Innocenzo, aye; Foresto, aye; Trindade,**
28 **aye; White, aye.**
29

30 *****
31

32 At 8:36 PM Chairman Trindade reconvened public session.
33

34 **Public Comments:** None.
35

36 **Approval -- Proposed Middlesex Savings Bank Donation of Electronic Scoreboard for New Athletic**
37 **Field to Be Constructed on Land Adjacent to Medway High School:**

38 *The Board reviewed a draft letter proposed by Middlesex Bank attesting to Town's ability to allow the*
39 *advertisement of the bank on a donated scoreboard.*
40

41 Present: Middlesex Savings Bank -- Carol Bernstein, Senior Vice President and Controller; Mark Diebus,
42 Marketing and Business Development.
43

44 Ms. Bernstein and Mr. Diebus both explained their roles at Middlesex Savings Bank as well as their
45 community involvement (Carol – School Committee; Mark – EPFRAC and Parks) as residents in Medway.
46 Chairman Trindade explained for viewers that the scoreboard has been donated and it will be
47 constructed on Town property. He pointed out that representatives from Middlesex Savings Bank are
48 present tonight as advertisement for the bank will be featured on the sign. The bank logo will be

1 featured on both sides of the sign. The size of the sign meets the sign bylaw but, as it is not attached to
2 a building and the bank is not otherwise affiliated with this location, a special permit from the Zoning
3 Board of Appeals is required.

4
5 Ms. Barbara Saint André, Town Counsel, stated that the Board’s action tonight is an initial approval, and
6 then it goes to the bank. Later a formal vote by the Board will be required to accept the gift to the
7 Town. Chairman Trindade shared the draft letter, suggesting that the approval be referenced as being
8 conditioned on the approval of the Zoning Board of Appeals.

9
10 **Chairman Trindade moved that the Board approve (1) the process to accept the donation of a**
11 **scoreboard from Middlesex Savings Bank, and (2) the sending of a letter confirming that the Board**
12 **approves but that the approval is conditional that the sign meet all requirements of permitting**
13 **processes of the Town; Selectman D’Innocenzo seconded. Brief discussion followed. VOTE: 5-0-0.**

14
15 **Authorization of Chairman to Execute Contract Amendment with Kleinfelder, Master Services**

16 **Agreement:**

17 *The Board reviewed the following information: (1) Proposed Amendment; (2) Email from Town Counsel*
18 *with respect to contract term; and (3) Original contract with cover memo. It is noted that the Town is*
19 *awaiting receipt of new signed tax compliance form as requested by Town Counsel as form submitted by*
20 *vendor was not current form.*

21
22 Mr. Tom Holder reported that this is a master service agreement which gives the Town the ability to
23 request work as necessary. This particular contract is primarily for water, sewer and roadway work. He
24 briefly explained how expenses will be paid, noting that much of the funding for this agreement was
25 already built into the departmental budget.

26
27 **Chairman Trindade moved that the Board authorize the Chairman to execute the Kleinfelder contract**
28 **amendment extending the term of the contract two years, pending the approval of Town Counsel;**
29 **Selectman Foresto seconded. No discussion. VOTE: 5-0-0.**

30
31 **Authorization of Chairman to Execute Contract Amendment #4 with LLB Architects – Thayer Project,**
32 **\$6,000:**

33 *The Board reviewed a document presenting Amendment #4. It is noted that the amendment has been*
34 *reviewed by Town Counsel, and the Town is awaiting receipt of signed amendment from the vendor*
35 *(mailed 5/29/14).*

36
37 Selectman Foresto explained that this pays for the additional architectural services.

38
39 **Chairman Trindade moved that the Board authorize the Chairman to execute contract amendment #4**
40 **with LLB Architects in the amount of \$6,000 pending the approval of Town Counsel and the Town**
41 **Accountant; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

42
43 **Authorization of Chairman to Execute Contract Amendment #2 with Architectural Consulting Group –**
44 **Thayer Project, \$5,200:**

45 *The Board reviewed a document presenting Contract Amendment #2. It is noted that the contract*
46 *amendment was prepared by Town Counsel, and the Town is awaiting receipt of the signed document*
47 *from the vendor (mailed 5/29/14).*

1 Selectman Foresto explained that this references three additional weeks of time by the Clerk of the
2 Works.

3
4 **Selectman Crowley moved that the Board authorize the Chairman to execute contract amendment #2
5 with Architectural Consulting Group in the amount of \$5,200 pending the approval of Town Counsel
6 and the Town Accountant; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

7
8 **Approval – One-Day Alcohol Licenses: Charles River Bank – June 17, 2014; John Foresto, June 12, 2014:**
9 *The Board reviewed the following information: (1) Request from Charles River Bank; and (2) Police
10 Department recommendation; (A) Request from John Foresto; and (B) Police Department recommendation.
11 It is noted that the Board’s policy allows waiving of the one-day license fee at its discretion. Both Charles
12 River Bank and Mr. Foresto have requested such a waiver of fee.*

13
14 **Chairman Trindade moved that the Board approve the one-day alcohol license requests of Charles
15 River Bank for June 17, 2014 and John Foresto for June 12, 2014, noting the recommendations of the
16 Police Department, and that the Board waives the associated fee in both cases; Selectman
17 D’Innocenzo seconded. No discussion. VOTE: 4-0-1 – Foresto abstained.**

18
19 **Approval – Shining Stars Nursery School 1st Annual 5K Walk/Run, October 4, 2014:**
20 *The Board reviewed the following information: (1) Request, dated 5/20/14, including safety plan; and
21 (2) Recommendation from the Police Department.*

22
23 Ms. Allison Potter reported that the Police Chief has no issues other than the provision of detail officers
24 and use of the safety plan.

25
26 **Chairman Trindade moved that the Board approve Shining Stars Nursery’s request to hold a 5K
27 Walk/Run on October 4, 2014 with the condition that the organization hire two detail officers to
28 assure the safety of the participants and the movement of traffic during the event; Selectman
29 D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

30
31 **Action Items from Previous Meetings:**
32 *The Board reviewed an updated list of Action Items.*

33
34 Review of Action Items was postponed.

35
36 **Approval of Warrants:**
37 *The Board reviewed Warrant 14-49S/SP.*

38
39 Selectman D’Innocenzo, Clerk, read aloud Warrant 14-49S/SP, dated 6/5/2014, presented for approval:

40			
41	14-47P	Town Payroll	\$ 288,500.18
42	14-47O	Town Payroll	576.92
43	14-47SP	School Payroll	<u>801,820.39</u>
44		TOTAL	\$1,090,897.49
45			

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

48

1 **Town Administrator's Report:**

2 On Monday, Ms. Kennedy will be presenting an inter-municipal agreement for an Energy Coordinator.

3
4 Ms. Kennedy reported she attended her last MMA meeting at which there was a seminar presenting
5 innovative methods of approaching difficult projects and will forward the handouts to the Board. She
6 suggested it might prove useful in the development of the Oak Grove area.

7
8 Ms. Kennedy expressed hope that she will learn by June 30 whether the Town has received the
9 \$250,000 grant from the Mass. Dept. of Energy Resources.

10
11 **Selectmen's Reports:**

12 No reports were presented by Selectman White, Selectman D'Innocenzo and Chairman Trindade.

13
14 Selectman Crowley announced an upcoming band concert sponsored by the VFW; the VFW would like to
15 hang a banner across the street. He suggested approval but moving forward with a consistent policy for
16 these types of advertisement.

17
18 **Chairman Trindade moved that the Board approve the banner across Route 109 provided it meets the**
19 **approval of the Town Administrator's office as to quality and that the Town provide the installation of**
20 **the banner. Brief discussion followed with an amendment by Selectman Crowley that the VFW pays**
21 **the expense of the installation; Chairman Trindade accepted the amendment. Selectman White**
22 **seconded Chairman Trindade's motion and amendment. VOTE: 5-0-0.**

23
24
25 **Reorganization of the Board (Chair, Vice-Chair, Clerk):**

26 *There were no back-up materials.*

27
28 **Chairman Trindade nominated Selectman Crowley as Chair; Selectman White seconded. No**
29 **discussion. VOTE: 5-0-0.**

30
31 At this time, Selectman Trindade turned the gavel over to Chairman Crowley.

32
33 **Selectman Trindade nominated Selectman Foresto as Vice-Chair; Selectman D'Innocenzo seconded.**
34 **No discussion. VOTE: 5-0-0.**

35
36 **Selectman Foresto nominated Selectman D'Innocenzo as Clerk; Selectman White seconded. No**
37 **discussion. VOTE: 5-0-0.**

38
39
40 **At 9:09 PM Selectman Trindade moved to adjourn; Selectman Foresto seconded. No discussion.**
41 **VOTE: 5-0-0.**

42
43
44 Respectfully submitted,
45 Jeanette Galliardt
46 Night Board Secretary