

1 **Board of Selectmen's Meeting**  
2 **Monday, July 28, 2014 – 6:30 PM**  
3 **Sanford Hall**  
4 **15 Village Street**  
5  
6

7 **Present: Dennis Crowley, Chair; John Foresto, Vice-Chair; Richard D’Innocenzo, Clerk (6:43); Glenn**  
8 **Trindade and Maryjane White.**  
9

10 Also Present: Michael Boynton, Town Administrator; Barbara Saint André, Town Counsel; Susy Affleck-  
11 Childs, Economic Development and Planning Coordinator; Missy Dziczek, Director, Council on Aging.  
12

13 \*\*\*\*\*

14 At 6:30 PM Chairman Crowley called the meeting to order and led the Pledge of Allegiance.  
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16

17 **Executive Session:**

18 **At 6:32 PM Selectman Trindade moved that the Board enter Executive Session under Exemption 3 to**  
19 **discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the**  
20 **litigating position of the public body and the chair so declares [Ralph Costello – Applegate Subdivision]**  
21 **with the intent to return to public session; Selectman Foresto seconded. The Chair did so declare. No**  
22 **discussion. Roll Call Vote: 4-0-0 -- Crowley, aye; Foresto, aye; Trindade, aye; White, aye.**  
23

24 \*\*\*\*\*

25  
26 Chairman Crowley reconvened public session at 6:36 PM.  
27

28 **Public Comments:**

29 At this time, Selectman Trindade announced that there is a new Friends of Medway Facebook page and a  
30 recent discussion topic involved the Town’s conversion to new recycling carts. A concern is that, even  
31 with that large recycling cart, collection every two weeks is insufficient due to the volume of recycling  
32 some families have. People are requesting additional bins, which the Department of Public Services is able  
33 to accommodate. Residents have been encouraged to also come to meetings and share their thoughts  
34 during the Public Comment period.  
35

36 **Introduction of New Town Administrator – Michael Boynton:**

37 Chairman Crowley welcomed Mr. Michael Boynton to Medway, noting this is his first day as the new  
38 Town Administrator. Mr. Boynton stated he was feeling a little overwhelmed at the moment, but  
39 complimented Suzanne Kennedy, the former Town Administrator, for leaving everything in terrific order.  
40 He added that he feels fortunate to be working with a fantastic group of people, noting that he fosters  
41 an “open door” policy whenever possible.  
42

43 **Authorization to Expend Grant Funds and Authorization of Chairman to Execute Associated Contract,**  
44 **Department of Energy Resources (DOER) Green Communities Grant, \$205,925:**

45 *The Board reviewed the following information: (1) Notice of Grant Award; (2) Correspondence from*  
46 *Department of Energy Resources Green Communities Division, dated July 14, 2014; (3) Contract between*  
47 *the Town of Medway and the Commonwealth (DOER); and (4) Email, dated July 23, 2014, from Town*  
48 *Counsel.*

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2 Ms. Affleck-Childs reported she is pleased about the grant award with the funds slated to be used for an  
3 energy management system for the McGovern School as well as LED street light conversions. She  
4 indicated the Town has until April 2016 to spend the funds, noting that there are already several  
5 projects waiting. She clarified that the Town needs to acknowledge the receipt of the grant funding  
6 which will be disbursed as the money is spent. There will be a match of funds from the Fiscal 2016  
7 budget resulting from a town-wide energy-efficient article at Annual Town Meeting.

8  
9 Selectman Foresto pointed out that this was the Town's second grant award and that the funds are  
10 actually more when the rebates are considered.

11  
12 **Selectman Trindade moved that the Board approve the grant awarded by the Department of Energy**  
13 **Resources (DOER) Green Communities Division in the amount of \$205,925, execute the associated**  
14 **Notice of Grant Award and authorize the Chair to execute the associated contract; Selectman Foresto**  
15 **seconded. No discussion. VOTE: 5-0-0.**

16  
17 Regarding the new position of Energy Manager, the first round of interviews were conducted last week,  
18 and a second round will be scheduled on July 30th.

19  
20 Ms. Affleck-Childs reported that Gino Carlucci and David D'Amico both worked on the grant application.  
21 She stressed the importance of maintaining the Town's "Green Community" Designation, which makes  
22 the Town eligible for grant programs such as this. Chairman Foresto wanted the residents made aware  
23 that, had Medway not become a Green Community, it would have lost out on approximately \$500,000  
24 in grant funds thus far.

25  
26 Brief discussion followed on energy and construction projects at the schools.

27  
28 **Approval – Memorandum of Understanding, Ralph Costello/Applegate Subdivision:**

29 *The Board reviewed relevant materials in Executive Session.*

30  
31 Chairman Crowley informed viewers that an understanding has been reached between Mr. Costello and  
32 the Town relative to drainage issues in the Applegate Subdivision.

33  
34 **Re-open Public Comment**

35 At this time, Chairman Crowley reopened the Public Comment period to allow a resident to speak. Ms.  
36 Carrie David, 6 Kimberly Drive, expressed concerns about the recently-updated recycling collection  
37 program, asking that it be changed to a weekly collection. Many families in her neighborhood are  
38 experiencing overflowing recycling carts, and some of those residents are putting recyclable items into  
39 their trash because their recycling carts are full. Ms. David acknowledged that having a second recycling  
40 cart is a nice idea but people may not have adequate space to store them. It was noted that recyclable  
41 items have to be separated if they are taken to the recycling center.

42  
43 Selectman Trindade suggested taking photographs of the overfilling bins so there is a record. Chairman  
44 Crowley stated the Board can ask the DPS to look into it. It was suggested that, while there may be an  
45 additional charge for a second cart, that cart may be available at no extra cost. Chairman Crowley  
46 pointed out that he has seen recycling carts with cardboard boxes that have not been broken down and  
47 urged residents to compact the recyclable items as much as possible. There have not been a lot of  
48 complaints from residents yet regarding the schedule or any other part of the program. He also pointed

1 out that the Town saves over \$100,000 with current bi-weekly collection, and there would likely be a  
2 sizeable penalty if the contract is broken.

3  
4 **Authorization to Expend Grant Funds – Executive Office of Elder Affairs Grant, Council on Aging, \$16,024:**

5 *The Board reviewed the following information: (1) Notice of Grant Award; and (2) Information from the*  
6 *Executive Office of Elder Affairs – FY2015 Formula Grant/Allocation Authorization and COA Formula*  
7 *Grant Preliminary Budget.*

8  
9 Ms. Missy Dziczek reported this is an annual grant based on number of seniors, noting there are  
10 presently over 2,000 senior citizens in Medway.

11  
12 **Selectman Foresto moved that the Board accept the grant offered by the Executive Office of Elder**  
13 **Affairs in the amount of \$16,024 and authorize the Chair to execute the FY15 Grant/Allocation –**  
14 **Statement of Authority; Selectman Trindade seconded. No discussion. VOTE: 5-0-0.**

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16 Ms. Dziczek informed the Board of the annual birthday party for Medway residents 90 years of age and  
17 older on Thursday, July 31, at noon. There are currently 45 residents who have reached that milestone.

18  
19 **Approval – One Day Liquor License, Stephen Lawton, August 10, 2014:**

20 *The Board reviewed the following information: (1) Application submitted by Stephen Lawton; (2)*  
21 *Insurance Certificate and email from Karen Kisty, Operations Manager, dated July 17, 2014; and (3)*  
22 *Recommendation from Police Chief Tingley, dated July 15, 2014.*

23  
24 It was noted that this event is a baby shower at the Thayer House.

25  
26 **Selectman Foresto moved that the Board approve a Special One-Day Liquor License for Stephen**  
27 **Lawton for an August 10, 2014 event to be held at the Thayer Homestead with the proviso that the**  
28 **requirements set forth in Police Chief Tingley’s memorandum are met and the proper Certificate of**  
29 **Insurance is received; Selectman Trindade seconded. No discussion. VOTE: 5-0-0.**

30  
31 **Approval – One Day Liquor License, Medway Community Farm Farm to Fork Event, August 23, 2014:**

32 *The Board reviewed the following information: (1) Application submitted by Medway Community Farm;*  
33 *(2) Recommendation, dated July 15, 2014, from Police Chief Tingley; and (3) Email, dated July 17, 2014,*  
34 *from Karen Kisty, Operations Manager, and copy of BOS Alcohol License Policy/One-Day or Special*  
35 *License Section.*

36  
37 **Selectman Trindade moved that the Board approve a Special One-Day Liquor License for the Medway**  
38 **Community Farm’s Farm to Fork event on August 23, 2014 with the proviso that the requirements set**  
39 **forth in Police Chief Tingley’s memorandum are met and the proper Certificate of Insurance is**  
40 **received; Selectman Foresto seconded. No discussion. VOTE: 5-0-0. The Board will hold approval**  
41 **documents until the insurance certificate listing the Town as additional insured is received.**

42  
43 **Approval – Entertainment License, Medway Community Farm Farm to Fork Event, August 23, 2014:**

44 *The Board reviewed a request, dated July 28, 2014, with supporting information.*

45  
46 **Selectman Foresto moved that the Board approve an Entertainment License for the Medway**  
47 **Community Farm’s Farm to Fork Event to be held on August 23, 2014; Selectman Trindade seconded.**  
48 **No discussion. VOTE: 5-0-0.**

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**Approval – FY15 Board/Commission/Committee Appointments and (Re)Appointments:**

*The Board reviewed the FY2015 Matrix.*

There was brief discussion regarding appointments to the Charles River Pollution Control District and SWAP. Selectman Trindade volunteered to work with the Charles River Pollution Control District. Selectman Trindade was also added as a full member of the Department of Public Facility Study Committee.

**Selectman Trindade moved to approve the reappointments to the various boards, commissions and committees as set forth in the FY2015 Matrix; Selectman D’Innocenzo seconded. Chairman Crowley offered a friendly amendment that the Board delay the appointments to the Charles River Pollution Control District and SWAP. Selectman Trindade accepted the amendment; Selectman D’Innocenzo seconded the amended motion. Brief discussion followed on the vacancy on Board of Assessors. No further discussion on the motion. VOTE: 5-0-0.**

**Action Items**

Oakland Street property – Selectman Trindade reported there is an agreement with the owner that will involve action at Fall Town Meeting.

Unaccounted for water –The Board will ask Mr. Holder to provide an update.

Brentwood drainage – The Board will ask Mr. Holder to provide an update.

Net Metering Contract – Selectman Foresto provided some information; brief discussion followed.

**Approval of Warrants**

*The Board reviewed Warrant 15-5.*

Selectman D’Innocenzo read aloud Warrant 15-5, dated July 31, 2014, presented for approval:

|         |                |                   |
|---------|----------------|-------------------|
| 15-5S   | School Bills   | \$ 159,731.33     |
| 15-5P   | Town Payroll   | 302,014.80        |
| 15-5SP  | School Payroll | 144,924.98        |
| E1-14SP | School Payroll | <u>413,928.00</u> |
|         | TOTAL          | \$1,020,599.11    |

**Selectman Trindade moved to approve the Warrant as read, Selectman White seconded. No discussion. VOTE: 5-0-0.**

**Approval of Minutes**

*The Board reviewed draft minutes from March 4, March 15, March 17, March 18, March 24, April 15, May 12, May 19, June 4, and June 24, 2014.*

**Selectman Foresto moved that the Board approve the minutes of March 4, 2014, as amended; Selectman D’Innocenzo seconded. No further discussion. VOTE: 5-0-0.**

1 Selectman Foresto moved that the Board approve the minutes of March 15, 2014, as drafted; Selectman  
2 White seconded. Brief discussion followed. Selectman Foresto withdrew his motion. Chairman Crowley  
3 moved that the Board approve the minutes of March 15, 2014, as amended; Selectman White seconded.  
4 No further discussion. VOTE: 4-0-1 – D’Innocenzo abstained as he was absent from the meeting.

5  
6 Selectman Foresto moved that the Board approve the minutes of March 17, 2014, as drafted;  
7 Selectman White seconded. No discussion. VOTE: 5-0-0

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9 Selectman Foresto moved that the Board approve the minutes of March 18, 2014, as drafted;  
10 Selectman White seconded. No discussion. VOTE: 5-0-0

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12 Selectman Foresto moved that the Board approve the minutes of March 24, 2014, as drafted;  
13 Selectman White seconded. No discussion. VOTE: 5-0-0.

14  
15 Selectman Foresto moved that the Board approve the minutes of April 15, 2014; as drafted; Selectman  
16 White seconded. No discussion. VOTE: 5-0-0.

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18 Selectman Foresto moved that the Board approve the minutes of May 12, 2014, as amended;  
19 Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

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21 Selectman Foresto moved that the Board approve the minutes of May 19, 2014, as drafted; Selectman  
22 D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

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24 Selectman Foresto moved that the Board approve the minutes of June 4, 2014, as drafted; Selectman  
25 White seconded. No discussion. VOTE: 5-0-0.

26  
27 Selectman Foresto moved that the Board approve the minutes of June 24, 2014, as drafted; Selectman  
28 White seconded. No discussion. VOTE: 5-0-0.

29  
30 **Re-open Public Comment**

31 Ms. Susan Robinson, 6 Shaw Street, indicated that some townspeople are not happy about bi-weekly  
32 collection of recyclable items and only having one recycling cart. She reported that her recycling cart  
33 was full the first week and requested a second one. She expressed concern that, if her family is away,  
34 they miss the collection which is very inconvenient. Ms. Robinson reported that she also drives a school  
35 bus in Medway and expressed concern that the carts will be in the road in the winter months. She asked  
36 the Board to please reconsider the frequency of collection. Discussion followed. Residents were  
37 encouraged to let the Board know their thoughts and comments on the program.

38  
39 **Town Administrator’s Report**

40 Mr. Michael Boynton stated that it will take a little time to get up to speed. He briefly reported on the  
41 following matters: energy manager interview process, cable television license renewal, Sansoucy utility  
42 valuation project and a new position in Community Development. He noted that filling this position is a  
43 priority, and acknowledged that he needs to learn more about how the position was created, how it will  
44 be funded, and related facts. He believed it would be a minimum of 45 days to a maximum of 3 months  
45 before the position is filled.

46  
47 **Selectmen’s Reports**

DRAFT

1 Selectman White reported that Medway residents Sue and Peter Cooper made a gift to the Town in the  
2 form of portraits of Mr. Sanford and his wife. These will be on display at the Thayer Homestead.  
3 Additionally, she announced that there is a new Garden Club in Medway, and their efforts can be seen  
4 at the Fire Station, the Police Station and the Medway Public Library.  
5

6 Selectman D’Innocenzo stated that Medway Day was terrific and complimented the efforts as being a  
7 great job and nice fireworks. He reported that the Hanlon field project is moving along and should be  
8 finished in early September. Chairman Crowley clarified for viewers that no funds from the Town  
9 budget were used for either Medway Day or the Medway 300 celebration.  
10

11 No reports from Selectman Trindade and Selectman Foresto.  
12

13 Chairman Crowley discussed the following topics:

- 14 ➤ Snow and ice budget – are there any supplemental funds that might be available this year? Mr.  
15 Boynton responded there were none thus far.
- 16 ➤ Status of zoning bylaw reorganization to be on Fall Town Meeting warrant -- Could there be an  
17 update on Action Items list at the next meeting. Mr. Boynton stated he will be meeting with  
18 Susy Affleck-Childs and Judi Barrett this week.
- 19 ➤ DPS Facility Committee – Selectman Trindade reported that the group has not met yet. Now  
20 that Mr. Boynton is here, he will put the meeting together.
- 21 ➤ Tobacco21 – this was on the May ballot and the Board of Health is enacting the necessary  
22 changes to regulations.
- 23 ➤ Looking for update of FY14 budget with the final numbers.
- 24 ➤ Looking for Charles River Pollution Control to provide update on its project, financing, etc.
- 25 ➤ Need to discuss date for strategic planning initiative.  
26

27 **At 8:06 PM Selectman D’Innocenzo moved to adjourn; Selectman White seconded. No discussion.**

28 **VOTE: 5-0-0.**  
29  
30  
31

32 Respectfully submitted,  
33 Jeanette Galliardt  
34 Night Board Secretary