

**Board of Selectmen's Meeting  
Tuesday, February 17, 2015 – 7:00 PM  
Sanford Hall  
15 Village Street**

**Present: Dennis Crowley, Chair; John Foresto, Vice-Chair; Richard D’Innocenzo, Clerk; Glenn Trindade (7:02 PM) and Maryjane White.**

Also Present: Michael Boynton, Town Administrator; Melanie Phillips, Finance Director; Tom Holder, Director, Department of Public Services; David D’Amico, Deputy Director, Department of Public Services.

Medway Police Department: Allen Tingley, Chief; Sergeant William Kingsbury; Officer David McRoberts; Sergeant David McSweeney; Officer John Rojee; Officer Richard Simard II; and Sergeant Jason Brennan.

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

**Public Comments:** None.

**Appointment to Conservation Commission – Scott Salvucci:**

*The Board reviewed the following information: (1) Resume of Scott Salvucci, P.E.; and (2) Endorsement from the Conservation Commission.*

Present: Scott Salvucci

Mr. Salvucci stated he moved to Medway a month ago and would like to volunteer within the community. Through his full-time job, he meets with other conservation commissions and felt he could bring a lot of knowledge and experience to the position.

**Selectman Foresto moved that the Board appoint Scott Salvucci to the Conservation Commission for a three-year term through June 30, 2018; Selectman Trindade seconded. No discussion. VOTE: 5-0-0.**

**Recognition – Medway Police Officers:**

At this time, Mr. Boynton reminded the Board of an incident that occurred on November 14, a situation with the possibility of a barricaded suspect. These officers responded to this incident in addition to the local SWAT team. Chief Tingley and his officers diffused the situation prior to SWAT getting there, and the suspect was brought into custody with no injuries. Mr. Boynton emphasized that these officers performed their duties with professionalism and expertise, avoiding what could have been a serious situation. He commended Chief Allen Tingley, Sergeant William Kingsbury, Officer David McRoberts, Sergeant David McSweeney, Officer John Rojee, Officer Richard Simard II, Sergeant Jason Brennan, and Officer Donald Grimes (absent) for their performance.

Chairman Crowley noted that, due to the swiftness in which it was accomplished, the public was likely unaware that this ever happened. The Board would like to recognize other groups in town when there is “conduct above and beyond the call of duty”.

With this in mind, Mr. Boynton expressed appreciation and thanks to the Department of Public Services employees on the snow removal efforts. It has been a challenge to keep up with the frequency of storms, to keep roadways passable, and to clear sidewalks adjacent to schools.

**Update and Discussion – Wastewater and Stormwater Planning Activities:**

*The Board reviewed a PowerPoint Presentation.*

Present: Tom Holder, Director, Department of Public Services; Kirsten Ryan, Kleinfelder.

Mr. Holder briefly reviewed the warrant article from a few years ago which provided for the SRF loan with low interest. Utilizing a PowerPoint presentation, Ms. Kirsten Ryan, Kleinfelder, provided updates on Medway's Integrated Water Resources Management Program and the NPDES [National Pollutant Discharge Elimination System] MS4 [Municipal Separate Storm Sewer System] Permit. The years 2003-2008 were covered in the initial iteration of the MS4 permit which has been extended while a new draft is being developed. Ms. Ryan indicated that the original program allowed municipalities to develop their own plans while the new program will be very prescriptive – increased operational requirements, increased data collection and reporting, and inclusion of major capital improvements all of which will place a significant administrative cost on the community. Ms. Ryan anticipated the EPA's issuance of the final permit document in mid-December 2015 with implementation slated for July 2016. The Kleinfelder review included the current status, public education and involvement, illicit discharge detection and construction site runoff control. Ms. Ryan briefly discussed maximum daily loads, timelines and major challenges of the new MS4 Permit. With regard to Medway's IWRMP, she identified current and future needs, accomplishments and next steps, and components of Phase 1 compliance.

Brief discussion followed on costs and available grant programs. Medway's current program costs are estimated at \$300K and expected to increase to \$600K-\$800K excluding the capital project component of approximately \$29M over 20-year period. Chairman Crowley asked that the estimated impact to the taxpayer be provided. It was noted that it often takes 2-3 years to get a program off the ground due to the public outreach and other components. A fee often referred to as a "rain tax" is sometimes adopted as part of the water and sewer billing to help defray the costs of these programs.

**Discussion – 2015 Roadway/Sidewalk Plan:**

*The Board reviewed a document entitled "Roadway Paving Projects plan" provided by the Department of Public Services. An updated document was distributed at the meeting.*

Mr. Holder reported that the new handout contained updated information from the original one. He briefly reviewed the information including roadway funds, projects completed or in process, and committed funds for upcoming projects. He then reviewed funding status, proposed FY16 projects, and the Fall Town Meeting Funding schedule. It was noted that if all the projects on the list are done, there will be over \$184,987 left over, including the \$400,000 from free cash. Discussion followed. It was suggested that, in order to get some of the streets finished, an appropriation out of general fund or operation reserve may be considered. Town Administrator Boynton indicated the need to learn FY2016 Chapter 90 figure before any related contracts are signed.

**Approval – Spending in Excess of Budget Allocation, Snow & Ice Removal:**

*The Board reviewed the following information: (1) Massachusetts General Law Chapter 44, Section 31D; and (2) Document entitled "Free Cash Status, Proposed Free Cash Usage, and FY16 Capital Borrowing".*

**After brief discussion on current expenses associated with snow removal, Selectman Trindade moved that the Board authorize incurring liability and making expenditures in excess of the available fiscal year 2015 appropriation for snow and ice removal as provided for in M.G.L. Chapter 44, Section 31D; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

At this time, Mr. Boynton distributed a handout outlining proposed free cash usage and FY16 Capital Borrowing, noting that there is a possibility of using free cash to fund snow and ice. He noted further that expenses incurred by the Fire Department and Police Department relative to snow storms are NOT included in the Snow and Ice Funding nor are any potential property damage claims. Mr. Boynton briefly reviewed topics relevant to storms. The National Guard has been in town to help dig out hydrants. He asked residents to do what they can to dig out hydrants and drains near their homes as it will only help in the long run.

For the benefit of viewers, Selectman Trindade explained that the budgeted amount was based on Snow & Ice Expenses over the last ten years. The Department of Revenue prevents the line item from being lowered so the board is careful to keep track of those expenses and not increase the line item too much.

**Approval – Change of Hours, Vivaan LLC d/b/a One Stop Convenience:**

*The Board reviewed the following information: (1) ABCC Form 43; (2) ABCC Retail Alcoholic Beverages License Application; and (3) Vivaan LLC corporate vote. No one from the business was present.*

**Selectman Trindade moved that the Board approve a change in hours of operation for Vivaan LLC d/b/a One Stop Convenience to allow for Sunday opening at 10 AM and Sunday closing at 9 PM; Selectman White seconded. Ms. Kisty pointed out that the Commonwealth granted permission for the 10AM opening for liquors stores in general; the 9 PM closing was a separate change in hours. No further discussion. VOTE: 5-0-0.**

**Approval – Waiver of Building Permit Fees for Work Associated with McGovern School Door/Window Replacement Project:**

*There were no background materials.*

Mr. Boynton stated that this is usually done for Town projects to avoid transferring funds from one department to another.

**Selectman Trindade moved that the Board approve the waiver of all building permit fees for work associated with the McGovern School door/window replacement project; Selectman D’Innocenzo seconded. No further discussion. VOTE: 5-0-0.**

**Review and Approval of Annual Town Meeting Warrant:**

*The Board reviewed the proposed 2015 Annual Town Meeting Warrant.*

Chairman Crowley expressed concern that there was not adequate time to fully review the proposed Warrant this evening and asked if it could be postponed to a meeting on February 24. After brief discussion, it was agreed to schedule a separate meeting on Tuesday, February 24.

**Citizens Petition for March 9, 2015 Special Town Meeting Warrant:**

*The Board reviewed a Citizens’ Petition submitted January 2015.*

Mr. Boynton reported that this petition was originally submitted for the March Special Town Meeting Warrant but the format was not acceptable. That warrant is now closed. The petition can be rewritten in the proper format in order to have a clean article for 2015 Annual Town Meeting. It can be tethered to a second article for their actual article (non-petition), and if the first does not pass, the second article would be dismissed. Ms. Kisty will arrange meeting between petitioners and Town representatives for the purpose of refining the language of the Article. Brief discussion followed, noting that the specified property may be under contract and may not be available.

**Discussion – Flags Along Route 109:**

*There were no background materials.*

Chairman Crowley stated that residents have spoken with him about replacing street flags. He noted that many brackets are missing and many flags are tattered. Fifty (50) flags would cost around \$2500, pointing out that they would have to come down when construction on Route 109 begins. The cost would have to be added into the FY16 budget, possibly DPS, Memorial Committee budget or other group. It was noted that funds in the Memorial Committee budget are usually used to replace American flags for cemetery graves, monument cleaning, etc. Mr. Boynton stated this particular budget needs to be increased for those activities, and if this expense is added, that budget should be around \$3,000. Brief discussion followed.

Selectman Trindade made a motion to approve additional budget funding which Selectmen D’Innocenzo seconded. Brief discussion followed, noting that this did not require a motion as the FY16 budget it still being put together. All Board members are in favor of increasing this budget. The budget increase can also appear as a Warrant Article at Special Town Meeting before the Annual Town Meeting.

**Approval – Special One-Day Liquor Licenses:**

- a. **Team Rice – February 27, 2015**
- b. **Silverman – March 1, 2015**
- c. **Dubrawski – April 18, 2015**

*The Board reviewed the respective applications as well as the Police Chief’s recommendations on each.*

**Selectman Trindade moved that the Board approve one-day All Alcohol licenses for Team Rice, Jill Silverman and Sheila Dubrawski for events at the Thayer Homestead on February 27, March 1 and April 18, respectively, each conditioned upon fulfillment of the Police Chief’s recommendations and receipt of all insurance certificates; Selectman Foresto seconded. No discussion. VOTE: 5-0-0.**

**Discussion – FY2016 Budget:**

*The Board reviewed CIPC recommendations (draft) dated February 4, 2015.*

Chairman Crowley suggested that the Board can move into budget discussions when finished reviewing the Warrant on February 24. An additional meeting for budget review was scheduled for Saturday, February 28 at 8 AM.

**Action Items from Previous Meeting:**

*The Board reviewed the Action Item list.*

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Net Metering – Selectman Foresto reported that the Town is meeting with the developers tomorrow toward developing a program for the Town.

Idylbrook Playground Concepts – Selectman Trindade reported he is organizing a presentation with O’Brien and Sons for parents and will soon be soliciting comments from the community.

Brentwood – Chairman Crowley stated he and Mr. Boynton have been reaching out to resolve the CVS issue if possible.

**Approval of Minutes:**

*The Board reviewed draft minutes from meetings held on September 22, 2014; December 2, 2014; and January 20, 2015.*

Review of the minutes was postponed as Chairman Crowley had not reviewed them yet.

**Town Administrator’s Report:**

Mr. Boynton briefly touched on a variety of topics including an update on the DPS Facility Committee Study, positions available as Parks Equipment Operations, status of meeting with net metering developers, a review of On Call Firefighter Compensation and Operations, and the bid on the McGovern School door/window project.

**Selectmen’s Reports:**

Selectman White, speaking as Town Clerk, stated that ballots are available for the May Annual Election. The last day to take out papers is March 30. There were no other reports.

**At 9:05 PM Selectman Trindade moved to adjourn; Selectman White seconded. No discussion.  
VOTE: 5-0-0.**

Respectfully submitted,  
Jeanette Galliardt  
Night Board Secretary