

**Board of Selectmen's Meeting  
Monday, January 4, 2016 – 7:00 PM  
Sanford Hall, Town Hall  
155 Village Street**

**Present: John Foresto, Chair; Maryjane White, Vice Chair; Richard D'Innocenzo, Clerk; and Dennis Crowley, Member.**

Absent: Glenn Trindade, Member

Staff Present: Michael Boynton, Town Administrator; Allison Potter, Assistant Town Administrator; Stephanie Mercandetti, Community Development Coordinator; Doug Havens, Community Housing Coordinator.

Others Present: Bob Ferrari, Chair, Affordable Housing Committee; Ann Sherry, Affordable Housing Trust.

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

**Public Comments:** None.

**Approval – Housing Production Plan:**

*The Board reviewed the following information: (1) a Production Plan dated November 2015 prepared by PGC Associates; and (2) PowerPoint presentation dated January 4, 2016 and entitled "Building on a Solid Foundation".*

Present: Bob Ferrari, Affordable Housing Committee; Doug Havens, Community Housing Coordinator; Ann Sherry, Chair, Affordable Housing Trust; Stephanie Mercandetti, Community and Economic Development Coordinator.

Utilizing a PowerPoint presentation, Mr. Havens briefly reviewed the housing strategy, identifying the subsidized housing inventory goals and the current status of the inventory. He tracked the progress from the time the Master Plan was adopted in 1999, trends in Medway's housing needs, and strategic initiatives set forth in the 2016 Housing Production Plan.

Brief discussion followed. Selectman Crowley expressed concern that Medway will never reach the 10% level as permits for new homes are down, and in order to meet the quota, 23 units would need to be built each year. Selectman D'Innocenzo asked about buying down units as they become available. Mr. Havens responded that housing units are represented by different models and ages, and it would cost around \$30,000 for a unit that is ten years old. He added that it also depends on the size of the unit. Chairman Foresto asked that the executive summary include all the points raised by the Board.

**Selectman D'Innocenzo moved that the Board vote to approve the housing production plan as presented; Selectman White seconded. No discussion. VOTE: 4-0-0.**

**Vote – Entertainment License Request, Hang Tai Too:**

*The Board reviewed an Application dated December 21, 2015.*

Present: Danny Chan, Hang Tai Too restaurant.

Mr. Chan stated that the restaurant was planning to have live music on Saturdays beginning on January 16.

**Selectman D’Innocenzo moved that the Board approve an entertainment license for Hang Tai Too pending the review and approval of the request by the Fire Department; Selectman White seconded. No discussion. VOTE: 4-0-0.**

**Vote – Banner Display Request, Medway Youth Lacrosse:**

*The Board reviewed the following information: (1) Application dated December 21, 2015; and (2) Mockup of proposed banner.*

No one was present from the Medway Youth Lacrosse.

**Selectman D’Innocenzo moved that the Board vote to approve the Medway Youth Lacrosse’s banner display request; Selectman White seconded. No discussion. VOTE: 4-0-0.**

**Approval – One-Day Liquor License Applications:**

*The Board reviewed the following applications for events to be held at the Thayer Homestead: (1) Sandra McClure, January 30, 2016; (2) Suleima DaCruz, July 2, 2016; and (3) Medway/Millis HS Gymnastics Team, April 7, 2016. It is noted that recommendation from the Police Chief was also received for each event.*

**Selectman Crowley moved that the Board approve one-day liquor licenses for Sandra McClure, Medway/Millis Gymnastics Team, and Suleima DaCruz for their events at the Thayer Homestead on 1/30/16, 4/7/16 and 7/2/16 respectively subject to fulfillment of the Police Chief’s recommendations and evidence of appropriate insurance coverage; Selectman White seconded. No discussion. VOTE: 4-0-0.**

**Approval – Norfolk County Mosquito Control Budget:**

*The Board reviewed the following information: (1) MA Mosquito Control Budget; and (2) Declaration of support or non-support.*

Mr. Boynton clarified that this funding comes from cherry sheet revenues from the state.

**Selectman D’Innocenzo moved that the Board vote to support the proposed FY17 funding for mosquito control, as requested; Selectman White seconded. No discussion. VOTE: 4-0-0.**

**Correspondence Response – Medway Democratic Town Committee Letter:**

*The Board reviewed the following information: (1) Letter to Board of Selectmen dated December 19, 2015 from Medway Democratic Town Committee; and (2) Draft response, Revised.*

Mr. Boynton distributed a revised response to the letter sent by the Medway Democratic Town Committee regarding the proposed Exelon expansion. Discussion followed on posting the response in various places, if the Board wishes, in places such as Facebook, or as a letter to the editor as was the letter by the Medway Democratic Town Committee, and possibly on the Town website. Posting on the Friends of Medway page was not preferred, but perhaps a comment referring interested parties to the posting on the Town website would be appropriate.

Selectman Crowley expressed concern that the Board’s response be validated, and asked for a letter from the attorney who approved the response stating that he has reviewed and approved the response letter. Selectman Crowley felt it important to have that approval in the file should it be necessary to produce it.

**Selectman D’Innocenzo moved that the Board approve the response letter to the Medway Democratic Town Committee, as presented; Selectman White seconded. No discussion. VOTE: 4-0-0.**

The letter will be sent via email, as that was format in which the original was submitted. It will then be posted on the Town website. For the Friends of Medway page, there will be a reference to the letter and response.

**Action Items from Previous Meeting:**

*The Board reviewed the Action Item list.*

There were brief updates on all topics with the following specific comments:

- Street acceptance process is ongoing;
- An update on the Route 109 Roadway Project will be available soon;
- Brentwood Project – the design is finished and it will be going out to bid soon;
- Cable license renewal is in progress;
- An update on recycling fees, cost of carts and tipping fees will be available soon.

**Approval of Warrants:**

*The Board reviewed Warrant 16-28.*

Selectman D’Innocenzo, Clerk, read aloud Warrant 16-28, dated 1/7/16, presented for approval:

16-28	Town Expense	<u>\$671,488.36</u>
	TOTAL	\$671,488.36

**Chairman Foresto moved that the Board approve the Warrant as read; Selectmen White seconded. No discussion. VOTE: 4-0-0.**

**Approval of Minutes:**

*The Board reviewed draft minutes from meetings held on September 14, 2015; October 19, 2015 and November 30, 2015.*

**Selectman D’Innocenzo moved that the Board approve the minutes of September 14, 2015, as presented; Selectman White seconded. No discussion. VOTE: 4-0-0.**

The Board opted to postpone approval of the October 19 minutes in order to clarify some statements.

**Selectman D’Innocenzo moved that the Board approve the minutes of November 30, 2015, as presented; Selectman White seconded. No discussion. VOTE: 2-0-2 - Crowley and D’Innocenzo abstained.**

**Town Administrator’s Report:**

Mr. Boynton updated the Board on the following:

- Building permits are ahead of total this time last year.
- Notified the Board of upcoming 2017 Budget Update and Capital Financing Review
- DPW loader will require \$17,500 in repairs
- An update on the Middle School renovations
- New Employer Mandates relative to the Affordable Care Act

Mr. Boynton announced that Town offices will be closed on Monday, January 18 in observance of Martin Luther King holiday, and that he will be on vacation February 5 through 13.

**Selectmen’s Reports:**

Selectman Crowley asked if the final numbers on the McGovern School window replacement project were finalized and asked how much money is left.

Mr. Boynton reminded the Board about the legislative breakfast this Saturday.

**At 8:28 PM Selectman White moved to adjourn; Selectman D’Innocenzo seconded. No discussion.  
VOTE: 4-0-0.**

Respectfully submitted,  
Jeanette Galliardt