

Board of Selectmen

John A. Foresto, Chair

Maryjane White, Vice-Chair

Richard A. D'Innocenzo, Clerk

Dennis P. Crowley

Glenn D. Trindade



Medway Town Hall
155 Village Street
Medway, MA 02053
Phone (508) 533-3264
Fax (508) 321-4988

TOWN OF MEDWAY

COMMONWEALTH OF MASSACHUSETTS

Board of Selectmen's Meeting

February 1, 2016, 7:00 PM

Sanford Hall, Town Hall

155 Village Street

Agenda

7:00 PM

- Call to order; Recitation of the Pledge of Allegiance
- Public Comments

Other Business

1. Presentation – Medway Community Farm – Board of Directors
2. Grant Expenditure Authorization - Greater Boston Real Estate Board Grant - \$2,300
3. Grant Expenditure Authorization – EMPG Grant - \$3,220
4. Closing of May 9, 2016 Annual and Special Town Meeting Warrants
5. Update – Net Metering Update
6. Approval – Public Event Permits
 - a. Approval - American Legion Scholarship Road Race - June 25, 2016
 - b. Approval - 5th Annual Shamrock Shuffle 5K - March 12, 2016
7. Approval – One-Day Liquor License Applications
 - a. Kate Davis – Thayer Homestead – February 14, 2016
 - b. Jeff Ingals – Thayer Homestead – April 2, 2016
 - c. Cheryl Downey – Thayer Homestead – April 10, 2016
8. Action Items from Previous Meeting
9. Approval of Warrants
10. Approval of Minutes
11. Town Administrator's Report
12. Selectmen's Reports

The listed matters are those reasonably anticipated by the Chair to be discussed at the meeting. Not all items may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

Upcoming Meetings, Agenda and Reminders

February 16, 2016 ---- Regular Meeting (Mon. holiday)

March 7, 2016 ---- Regular Meeting

The listed matters are those reasonably anticipated by the Chair to be discussed at the meeting. Not all items may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

AGENDA

ITEM #1

Presentation – Medway Community Farm – Board of Directors

Associated backup materials attached:

- Introduction Letter
- Annual Report



Food. Community. Education.

Mission: create a place that enhances Medway's rural character, fosters community spirit and encourages learning from the land by providing locally grown food, volunteer experiences, educational programs and public events

Dear Medway Community Farm Friends and Supporters,

It is with pride and pleasure that we present the *2015 Annual Report* for the **Medway Community Farm**. We are fortunate to have enjoyed another fabulous year harvesting amazing produce, sponsoring exciting events, and providing inspiring educational programs. We are extremely grateful to our many supporters who purchased shares and products, volunteered, and visited MCF.

We acknowledge the devotion and hard work of our founding farmer, **Brittany Sidway Overshiner** and wish her every success and happiness as she moves on to new opportunities in her career. Brittany's enthusiasm is contagious and she has inspired many people of all ages. We shall miss Brittany greatly and we thank her for all that she has given to all of us, and for her contributions and efforts that have made Medway Community Farm a success.

Happily, **Kevin Overshiner** will continue as our **Farm Manager** and we applaud him for leading such a bountiful and extremely successful 2015 season. We look forward to an even more exciting 2016. Thank you, Kevin!

We also recognize the service and leadership of **Jeanne Raffa** who, as a Member of the **Board of Directors and President**, served from 2011 to 2015. We salute Jeanne for her hard work and steadfast dedication to MCF.

Another very devoted member of the Board of Directors, **Joel Morgenstern**, resigned from the Board and his leadership responsibilities in November. We recognize Joel for his many years of service, contributions to MCF, and for sharing his expertise.

At the December meeting of the Board of Directors, **Kathleen Yorkis** was elected **President**, and **Marcia Coakley** was elected **Clerk**. **Carol Collord** continues as **Treasurer**, and **Julie Infanger** and **Devon Reed** serve as **Members** of the **Board of Directors**.

As you read our *Annual Report* please feel free to reach out to us with ideas, suggestions, and feedback. There are many opportunities for your participation with our Farm organization and we look forward to connecting with you this year.

On behalf of the **Board of Directors**, our **Farm Manager**, and the entire farm staff, we wish you an excellent 2016 and we hope that you will make **MCF** an important part of your year.

Most sincerely,

Kathleen L. Yorkis

*President
MCF Board of Directors*

2015 ANNUAL REPORT



Fabulous, abundant, nutritious food in great variety!

Wonderful, hard-working farmers and volunteers!

-Anonymous Farm Supporter

January 17th, 2016

Dear Medway Community Farm Supporter,

Medway Community Farm would like to sincerely thank you for your support as we conclude a tremendously successful 2015 season. In just six short years we have grown from a seedling into an integral part of Medway's town character. We are now farming five acres on three different sites, providing education to hundreds of students, and donating a significant amount of fresh produce to local food pantries.

We want to thank you again for your support and we look forward to another fantastic year in 2016.

2015 Farm Overview

- Harvested 60,000 lbs. of produce
- Farmed 5 acres of land, including the new Adams Street Fields
- Served 249 CSA members
- Donated \$4,500 to the local food pantry
- Conducted community events including Spring Festival, Farm to Fork, and Fall Festival
- Served over 600 students across 3 grades
- Over 500 volunteer hours
-

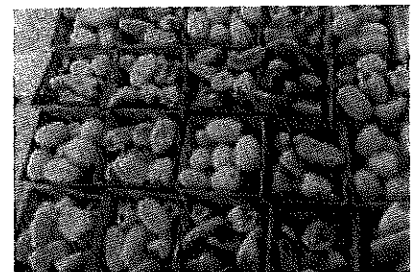


"The passion the farmers have for the farm and the quality of food has impacted me the most. The freshest food I've ever tasted and experienced!"

...
The dedication from the whole staff is so moving and appreciated. I'm proud that Medway has created such an amazing Community!"

Medway Community Farm Mission

To maintain a place that enhances Medway's rural character, foster community spirit and encourage "learning from the land" by providing locally grown food, volunteer opportunities, educational programming and public events.



Farming Update

2015 was our most productive year yet! Despite the slow and snowy start, and though the summer season was hot and dry, we are blessed with well drained soil and irrigation, so we plowed forward with minimal crop failure and high quality produce. Our biggest challenge was getting carrots to germinate in the first place! Star performers in 2015 were sweet potatoes, peppers, eggplant, cucumbers, summer squash, onions and scallions, to name a few.

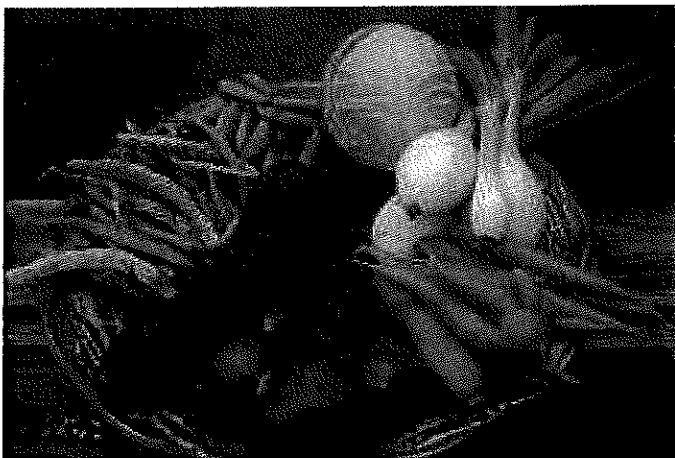
We harvested upwards of 60,000 lbs of food on 5 acres, including our newest fields across the street from the high school on Adams Street, all this for our farmer's markets, 249 CSA members, the specials menu at Restaurant 45, and honor system farm stand.

We aim to build a new Farm Stand in 2016 for better display of our honor system veggies and more space for our CSA distribution pickups. We'll improve our outdated wash station and packing space, and hone our skills to continue a high level of production while increasing the health of our soils and our farm, all to foster long term farm viability and local food sustainability. We are looking for contractors, engineers, and volunteers who can advise and assist with the new farm stand project. Please email volunteer@medwaycommunityfarm.org if interested.



Produce Donations

We are pleased to consistently support the work of the *Medway Village Church Food Pantry*, serving area residents in need. From May to Thanksgiving we didn't miss a week, and donated upwards of 3,500 items weighing in over 2,000 lbs for a donated value of approximately \$4,500.



This year we were joined in our donation efforts by *Boston Area Gleaners*, who came out to MCF on two separate occasions to harvest over 1,500lbs of produce each time! These were our two largest donations to date. The Boston Area Gleaners help farms harvest a short-term over-abundance of produce and distribute it where there is need. The Boston Area group supports the Cambridge based *Food for Free* and *Greater Boston Food Bank* on a weekly basis.

Consider Making a Tax Deductible Donation to Kick off 2016!

WWW.MEDWAYCOMMUNITYFARM.ORG

Volunteers and Interns

Medway Community Farm hopes to serve as a productive and meaningful platform for volunteerism on a yearly basis. We are fortunate to have a robust group of volunteers to help us complete our goals to serve the community around us through educational activities, communal gathering, preservation of the land we farm, and cultivation of the farm itself.

Whether you came in a group or by yourself, thank you for any help you gave us in 2015. We hope our combined efforts make for a more productive farm and non-profit in 2016, and for some enjoyable moments on the farm too!

We were so impressed with some of our high school volunteers in 2014 that we gave them jobs! A big thanks to Liddy Heely, Christine Evers, and Kathleen Lewis for all your help this last year. Kathleen and Christine went off to their first year of college and Liddy has entered her last year of high school. They were integral to our farm crew and we hope they want to come back in 2016! And a special thank you to our most recent wave of high school volunteers who picked boatloads of sweet peas and cherry tomatoes this year!

Caitrin Foley and Erin Espinosa are nearing graduation from college, but returned again in 2015 to pilot our summer education programs. They started out as

volunteers way back in 2010 and we're grateful for their continued support.

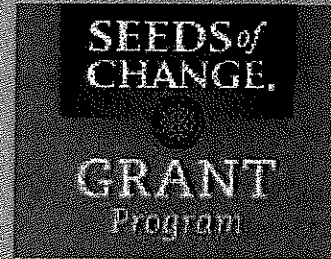


Corporate Volunteer Hours: 120
High School Volunteer Hours: 104
Regular/Other Volunteer Hours: 86
CSA Discount Volunteer Hours: 240

If you would like to volunteer your time on Medway Community Farm, please email:

volunteer@medwaycommunityfarm.org

Seeds of Change Grant:



\$20,000 Awarded

In 2014 Medway Community Farm was awarded a national grant from Seeds of Change in the amount of \$20,000.

The grant funds have been used productively to enhance the mission of the Medway Community Farm

In addition to 2014 accomplishments, the following enhancements have been made with the Seeds of Change Grant in 2015:

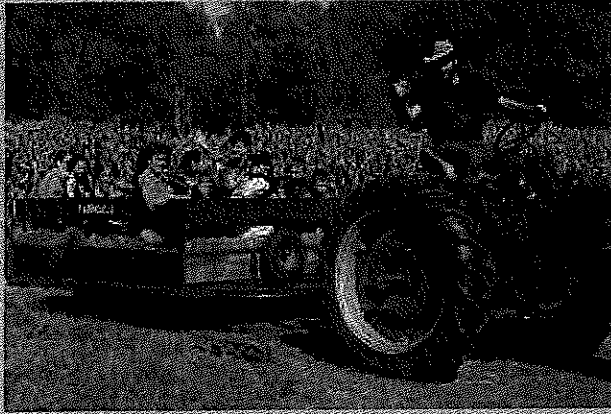
- Completed the raised bed projects
- Continued to provide summer education programs on the farm
- Improved the safety around the animal pen area
- Developed the signage for the self-walking tour in the open space

<http://medwaycommunityfarm.org/seeds-of-change-grant>

Consider Making a Tax Deductible Donation to Kick off 2016!

WWW.MEDWAYCOMMUNITYFARM.ORG

Community Events & Fundraising



Holding community events and festivals is a fundamental part of Medway Community Farm's charter and mission. This year events and fundraising efforts raised over \$20,000 in gross income.

We participated in Medway's Pride Day to educate even more people about the farm and the seedling sale was a great success. The Farm to Fork which featured catering by Sweet Peas Catering and music by Little Jed and the Phat Daddies was enjoyed by all who attended. The Fall festival was filled with fun for all ages, featuring crafts for kids, tractor rides, and local vendors selling their goods.

If you would like to volunteer for event planning next year, please email:

volunteer@medwaycommunityfarm.org

Education

Medway Community Farm participates in both farm-based and school-based education. This past year, the program continued to grow with financial support from both the PTO and the School Activity Funds. With increased parental interest and support, all fourth graders were included in the farm visits due to the high demand from parents. This was an intense endeavor with approximately 80 children participating in hands-on activities at the farm!

The 2nd, 3rd, and 6th grades continued to have at-school garden beds, providing hands-on education coinciding with the school curriculum. All 14 classes in the 2nd and 3rd grades at Memorial Elementary School participated. The high school students continue to provide volunteer hours under the direction of Kevin Cullen. Approximately 40 students participated in 2.5 hours each, contributing substantially to projects and farm activities.



In addition to the school programs, the summer programs provide additional programming through our *Fun on the Farm* program for 5-10 year olds and *Farmer in Training* program for 10-12 year olds. This latter program has great appeal to those middle school students interested in farming.

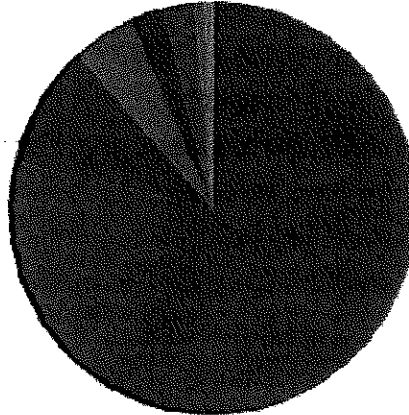
We believe that this type of immersive education allows the individual to experience the connection between farming and food production. It makes theoretical classroom learning tangible, it makes healthy eating exciting, and it maintains a connection between consumers and the food system. Through this experience, our community is better able to understand the social, environmental, economic, and health impacts of food production. With your support, we will continue to provide high quality educational programs for our community.

Consider Making a Tax Deductible Donation to Kick off 2016!

WWW.MEDWAYCOMMUNITYFARM.ORG

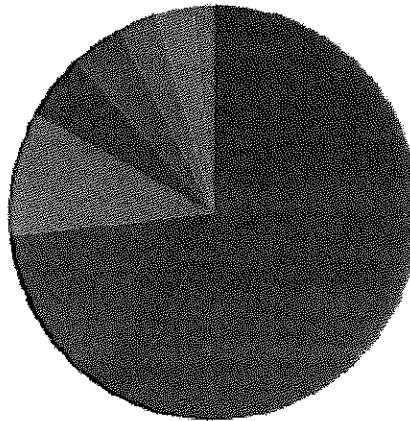
2015 Financial Summary

Farm Income	\$175,566
Fundraising/Special Events	\$21,625
Grants	\$5,957
Reimbursed/other income	\$5,875
Rentals	\$5,400
Education Programs	\$6,136
Direct Public Supprt	\$1,000
Grants	\$450
Other Income	\$50
Total Income	\$222,059



- Farm Income
- Fundraising/Special Events
- Grants
- Reimbursed/other income
- Rentals
- Education Programs
- Direct Public Supprt
- Grants
- Other Income

Payroll	\$113,629
Farming	\$30,782
G&A	\$19,161
Fundraising/Special Events	\$9,354
Facilities and Equip	\$7,892
Grant Expenses - SOC	\$5,957
Reimburseable	\$5,476
Other Expenses	\$1,482
Total Expenses	\$193,733



- Payroll
- Farming
- G&A
- Fundraising/Special Events
- Facilities and Equip
- Grant Expenses - SOC
- Reimburseable
- Other Expenses

In 2015, we had capital expenditures in the amount of \$5,379 plus an additional \$7,563 which will be reimbursed to Medway Community Farm for the new high tunnel.

Give a Gift that Grows!

Here are a few ways your tax-deductible contributions can plant the seeds of success in 2016:

\$10— 10 hours of Farm to School Programming for one Medway 4th grader

\$25— 128 seedlings for a school gardening program

\$50— 1 Farmer and 1 Intern Teaching 50 students for one hour

\$150— Covers the average cost of weekly produce donations to the Medway Food Pantry

\$250— 1 Police Detail (required for our Community Events)

\$500— 45 Paid Internship Hours

\$1000— Supports capital needs (such as a new Tractor or Improved Farm Stand)

To make a donation please visit our website at the address below and use our secure PayPal Donations Button, or mail a check, payable to Medway Community Farm. Thank you!

medwaycommunityfarm.org/donations

WWW.MEDWAYCOMMUNITYFARM.ORG

AGENDA

ITEM #2

Grant Expenditure Authorization - Greater Boston Real Estate Board Grant - \$2,300

Associated back up materials attached.

- Notice of Grant Award

Proposed motion: I move that the Board authorize the expenditure of the Greater Boston Real Estate Board Grant in the amount of \$2,300 for improvements to the Mechanic Street pocket Park.

**TOWN OF MEDWAY
NOTICE OF DONATION FUND**

DEPARTMENT: Department of Public Services DATE: 1/20/2016

PERSON RESPONSIBLE FOR EXPENDITURE: D.E. D'Amico

NAME OF DONATION: Mechanic Street Park Improvements

SOURCE OF FUNDS: Greater Boston Real Estate Board Grant

INITIAL AMOUNT: \$2,300.00

DURATION: One time

DESIGNATED PURPOSE: To be used for creation of the Mechanic Street Pocket Park located at the corner of Main and Mechanic Streets.

ARE MATCHING TOWN FUNDS REQUIRED? No.

IF MATCHING IS NON-MONETARY (MAN HOURS, ETC.) PLEASE SPECIFY:

IF MATCHING IS MONETARY PLEASE GIVE ACCOUNT NUMBER AND DESCRIPTION OF TOWN FUNDS TO BE USED:

ANY OTHER EXPOSURE TO TOWN? No.

BOARD OF SELECTMEN: _____

ACTION DATE _____

DEPARTMENT HEAD MUST SUBMIT THIS FORM AND A COPY OF THE DONATION APPROVAL TO THE TOWN ADMINISTRATOR'S OFFICE FOR APPROVAL BY THE BOS TO EXPEND THE FUNDS RECEIVED FOR THE PURPOSE OF THE DONATION MGL 44 S53A

ONCE APPROVED - ORIGINAL TO TOWN ACCOUNTANT

AGENDA

ITEM #3

Authorization of grant expenditure – Emergency Management Performance Grant - \$3,220

Associated back up material attached:

- Notice of grant award
- Contract form
- Invoice for wireless software & Tablets
- Grant explanation

Proposed motion: I move that the Board authorize the expenditure of the Emergency Management Performance Grant in the amount of \$3,220 as presented.

**TOWN OF MEDWAY
NOTICE OF GRANT AWARD**

DEPARTMENT: Police Department DATE: 1/14/2016

PERSON RESPONSIBLE FOR GRANT EXPENDITURE: Chief Allen M. Tingley

NAME OF GRANT: 2015 EMPG Grant

GRANTOR: MEMA Grant

GRANT AMOUNT: 3,220.00

GRANT PERIOD: 1/8/2016 - 6/30/2016

SCOPE OF GRANT/
ITEMS FUNDED upgrade to cp at police station, install fire station
2 microsoft tablet books
2 logear wireless computer to HD kit
wireless video/audio extender

IS A POSITION BEING
CREATED: No

IF YES: CAN FRINGE BENEFITS BE PAID FROM GRANT? _____

ARE MATCHING TOWN
FUNDS REQUIRED? No

IF MATCHING IS NON-MONETARY (MAN HOURS, ETC.) PLEASE SPECIFY:
No

IF MATCHING IS MONETARY PLEASE GIVE ACCOUNT NUMBER AND DESCRIPTION OF TOWN FUNDS
TO BE USED:
N/A

ANY OTHER EXPOSURE TO TOWN?
No

IS THERE A DEADLINE FOR BOARD OF SELECTMEN APPROVAL: As soon as possible

APPROVAL SIGNATURES _____

DATE _____

**DEPARTMENT HEAD MUST SUBMIT THIS FORM, A COPY OF THE GRANT APPROVAL, AND A COVER
LETTER TO THE SELECTMEN'S OFFICE FOR APPROVAL OF DEPARTMENT TO EXPEND
THE FUNDS RECEIVED FOR THE PURPOSE OF THE GRANT**

ONCE APPROVED - ORIGINAL TO TOWN ACCOUNTANT

COMMONWEALTH OF MASSACHUSETTS - STANDARD CONTRACT FORM



This form is jointly issued and published by the Executive Office for Administration and Finance (ANF), the Office of the Comptroller (CTR) and the Operational Services Division (OSD) as the default contract for all Commonwealth Departments when another form is not prescribed by regulation or policy. Any changes to the official printed language of this form shall be void. Additional non-conflicting terms may be added by Attachment. Contractors may not require any additional agreements, engagement letters, contract forms or other additional terms as part of this Contract without prior Department approval. Click on hyperlinks for definitions, instructions and legal requirements that are incorporated by reference into this Contract. An electronic copy of this form is available at www.mass.gov/osc under Guidance For Vendors - Forms or www.mass.gov/osd under OSD Forms.

CONTRACTOR LEGAL NAME: MEDWAY, Town of (and d/b/a):	COMMONWEALTH DEPARTMENT NAME: MMARS Department Code: Massachusetts Emergency Management Agency
Legal Address: (W-9, W-4, T&C): 155 Village Street, Medway, MA 02053-1147	Business Mailing Address: 400 Worcester Road, Framingham, MA 01702
Contract Manager: Allen Tingley	Billing Address (if different):
E-Mail: atingley@medwaypolice.com	Contract Manager: Lorri Gifford
Phone: 508.533.3212 Fax:	E-Mail: Lorri.Gifford@state.ma.us
Contractor Vendor Code: VC6000191877	Phone: 508.820.1407 Fax: 508.820.2030
Vendor Code Address ID (e.g. "AD001"): AD___ (Note: The Address ID must be set up for EFT payments.)	MMARS Doc ID(s): FY16EMPG150000MEDWA RF/Procurement or Other ID Number: FFY 2015 EMPG
<p style="text-align: center;"><u>X</u> NEW CONTRACT</p> PROCUREMENT OR EXCEPTION TYPE: (Check one option only) ___ Statewide Contract (OSD or an OSD-designated Department) ___ Collective Purchase (Attach OSD approval, scope, budget) <u>X</u> Department Procurement (includes State or Federal grants 815 CMR 2.00) (Attach RFR and Response or other procurement supporting documentation) ___ Emergency Contract (Attach justification for emergency, scope, budget) ___ Contract Employee (Attach Employment Status Form, scope, budget) ___ Legislative/Legal or Other: (Attach authorizing language/justification, scope and budget)	<p style="text-align: center;">___ CONTRACT AMENDMENT</p> Enter Current Contract End Date <u>Prior</u> to Amendment: ____, 20__. Enter Amendment Amount: \$ _____. (or "no change") AMENDMENT TYPE: (Check one option only. Attach details of Amendment changes.) ___ Amendment to Scope or Budget (Attach updated scope and budget) ___ Interim Contract (Attach justification for Interim Contract and updated scope/budget) ___ Contract Employee (Attach any updates to scope or budget) ___ Legislative/Legal or Other: (Attach authorizing language/justification and updated scope and budget)
The following COMMONWEALTH TERMS AND CONDITIONS (T&C) has been executed, filed with CTR and is incorporated by reference into this Contract. X Commonwealth Terms and Conditions ___ Commonwealth Terms and Conditions For Human and Social Services	
COMPENSATION: (Check ONE option): The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under 815 CMR 9.00. ___ Rate Contract (No Maximum Obligation. Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.) <u>X</u> Maximum Obligation Contract Enter Total Maximum Obligation for total duration of this Contract (or <i>new</i> Total if Contract is being amended). \$ 3,220.00	
PROMPT PAYMENT DISCOUNTS (PPD): Commonwealth payments are issued through EFT 45 days from invoice receipt. Contractors requesting accelerated payments must identify a PPD as follows: Payment issued within 10 days ___% PPD; Payment issued within 15 days ___% PPD; Payment issued within 20 days ___% PPD; Payment issued within 30 days ___% PPD. If PPD percentages are left blank, identify reason: ___ agree to standard 45 day cycle ___ statutory/legal or Ready Payments (G.L. c. 29, § 23A); <u>X</u> initial initial payment (subsequent payments scheduled to support standard EFT 45 day payment cycle. See Prompt Pay Discounts Policy.)	
BRIEF DESCRIPTION OF CONTRACT PERFORMANCE or REASON FOR AMENDMENT: (Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment. Attach all supporting documentation and justifications.) Funding for this grant is provided via Federal Fiscal Year 2015 (FFY15) Emergency Management Performance Grant (EMPG), CFDA #97.042. The Town of Medway will purchase two tablets, wireless HD display kit and video/audio extenders, all portable and will enhance their EM personnel's capability to track information as it comes into the EOC such as, road closures and electrical issues, etc. giving the EOC a broader view of the incident/event. The required match will be met with documented salary expenses.	
ANTICIPATED START DATE: (Complete ONE option only) The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations: <u>X</u> 1. may be incurred as of the <u>Effective Date</u> (latest signature date below) and no obligations have been incurred prior to the <u>Effective Date</u> . ___ 2. may be incurred as of ____, 20__, a date LATER than the <u>Effective Date</u> below and no obligations have been incurred prior to the <u>Effective Date</u> . ___ 3. were incurred as of ____, 20__, a date PRIOR to the <u>Effective Date</u> below, and the parties agree that payments for any obligations incurred prior to the <u>Effective Date</u> are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations.	
CONTRACT END DATE: Contract performance shall terminate as of June 30, 2016 , with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.	
CERTIFICATIONS: Notwithstanding verbal or other representations by the parties, the " <u>Effective Date</u> " of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor makes all certifications required under the attached <u>Contractor Certifications</u> (incorporated by reference if not attached hereto) under the pains and penalties of perjury, agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, the applicable <u>Commonwealth Terms and Conditions</u> , this Standard Contract Form including the <u>Instructions and Contractor Certifications</u> , the Request for Response (RFR) or other solicitation, the Contractor's Response, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in 801 CMR 21.07, incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract.	
AUTHORIZING SIGNATURE FOR THE CONTRACTOR: X: <u>Allen Tingley</u> Date: <u>12-15-15</u> (Signature and Date Must Be Handwritten At Time of Signature) Print Name: <u>Allen M. Tingley</u> Print Title: <u>Chief of Police EMD</u>	AUTHORIZING SIGNATURE FOR THE COMMONWEALTH: X: <u>David Mahr</u> Date: <u>1-8-16</u> (Signature and Date Must Be Handwritten At Time of Signature) Print Name: <u>David Mahr</u> Print Title: <u>Chief Administrative Officer</u>



Whalley Computer Associates, Inc
 One Whalley Way
 Southwick, Massachusetts 01077
 United States
<http://www.wca.com>
 (P) 413-569-4235
 (F) 413-569-4377

Quotation (Open)	
Date Oct 15, 2015 04:10 PM EDT	Expiration Date 11/13/2015
Doc # 137495 - rev 1 of 1	
Description Surfacebook	
SalesRep Acerra, Peggie (P) (508) 634-1110 (F) 508-634-7732	
Customer Contact Boucher, Rich rboucher@medway.k12.ma.us	

Customer
 TOWN OF MEDWAY (TMEDW)
 Boucher, Rich
 155 VILLAGE STREET
 MEDWAY, MA 02053
 United States
 (P) 508-533-6643

Bill To
 TOWN OF MEDWAY
 Boucher, Rich
 155 VILLAGE STREET
 MEDWAY, MA 02053
 United States
 (P) 508-533-6643

Ship To
 TOWN OF MEDWAY
 Boucher, Rich
 88 summer st
 MEDWAY, MA 02053
 United States
 (P) 508-533-6643

Ship Via:
 FedEx Ground

Special Instructions:

Carrier Account #:

#	Description	Part #	Qty	Unit Price	Total
1	MICROSOFT CORP : Book 128GB i5 8GB Commer	SV7-00001	2	\$1,494.69	\$2,989.38
2	IOGEAR Wireless 1080p Computer to HD Display Kit GUWAVKIT4 Wireless video/audio extender	GUWAVKIT4B	1	\$117.09	\$117.09

These prices do NOT include setup fees, or
 any cables or cabling services or material
 unless specifically listed above. All prices are
 subject to change without notice. Supply
 subject to availability.

Subtotal: \$3,106.47
 Tax (0.000%): \$0.00
 Shipping: \$0.00
Total: \$3,106.47

4. Funding Amount

The purpose of this grant request is to purchase two piece of electronic equipment that would enhance our capabilities of tracking various storm or disaster related incident that occur in the town of Medway. The towns current CP is located on the second floor of the police station and we at times also operate out of the fire station located at the intersection of Milford and Summer Street. I would like to use the funds to purchase two Microsoft Corp: 128 GB i5 8GB tablets along with two logear wireless 1080 computer to HD display kit, wireless video/audio extender. The two units and accessories would be portable, but would be kept at the CP located at the police station and the fire station. These two tablets with the accessory kits would allow us two tie the tablets into our overhead projectors and project various incident related issues and display the info on a white board or screen. We would have the capability of tracking and keeping track of various information as it comes into the command post. Examples of some of the information that we would like to track in the command post to assist us in maintain full control of the incident would be: road closures and road openings, down wires, electrical issues, locations of flooding areas, Ect. The tablets would also be programed with both the police and fire, Pamet records management system, to allow us to pull up department records along with the availability to monitor fire and police responses along with calls for service that are currently waiting for a response from either department. The units would also have the ability to receive and send email, which would allow us to stay in contact with various public officials and department heads and supervisors who are not at the command post during the emergency event.

This need was identified during previous storms, where our command post was activated. While trying to track some of the examples given above, we found it difficult to keep a clean working list on the board, due to the fact the list began to become difficult to read and track issues do to the large amount of information coming in the continuous erasing and deleting of issues as they are addressed and the adding of new incidents along with some poor penmanship and smudges that were left by the markers. It was determined if this task was done by someone using a tablet tied into our overhead projector changes could be made cleanly, penmanship was not an issues and deleted information could be saved and not completely erased from the board. Everyone had an opportunity to participate in decision making based on the clean information and various individuals in the CP could be assigned the task of maintaining and updating the various lists as needed.

I feel that this purchase would assist us with maintain and reaching several of the National Preparedness Goals mission. I believe this purchase would help us reach our goals of mitigation, response and recovery. I believe with this new equipment will allow us to better track out various incident and allow for a quicker unified response to the incident or issue, to effectively mitigate the issue as quickly as possible and to allow our clients the citizens of the town to recover as much as possible or to save property or goods as a result of our mitigation of the problem. All of this starts at the command post with a concise list of the issues that need to be addressed, which will be greatly enhanced by the purchase of the request equipment.

I expect our outcomes will be determined by the success we have in using the equipment we have requested to respond to various incident and mitigate the incident and recover or save what every property we are able to.

As stated above I believe outcomes will be measured by our citizen's feedback along with the time it takes to respond to the reported incident and to resolve the incident.

AGENDA

ITEM #4

Closing of May 9, 2016 Annual and Special Town Meeting Warrants

Associated backup materials attached:

- FY17 Budget and 2016 Town Meeting Calendars

Proposed motion: I move that the Board close the May 9, 2016 Special Town Meeting Warrant on February 5.

Town of Medway

Fiscal Year 2017 Budget and 2016 Town Meeting Calendars

Date	Activity	Charter Ref.
Jul. 6	Town Administrator Issues Capital Improvement Plan (CIP) Instructions	5-2-6
Aug. 21	CIP Submitted to Town Administrator – Includes Status Previously Approved Projects Plus Proposed New Projects	5-2-6
Aug. 24-Sept. 4	Town Administrator/Finance Dir. Review and Refine CIP w/DH	
Sept. 17	Proposed CIP and Capital Budget Submitted to Capital Improvement Planning Committee (CIPC)	
Sept. 18-Oct. 30	CIPC Reviews and Ranks Projects	
Sept. 21	Board of Selectmen (BOS) Issues Budget Calendar	7-2-1
Sept. 21	Town Administrator/Finance Director Issue Five (5) Year Revenue and Expense Budget	7-2-3/7-4-1
Oct. 19	Board of Selectmen (BOS) Issues Policy Statement for 2015 Budget	7-2-4
Oct. 30-Dec. 31	CIPC Prepares Five Year Schedule of Capital Projects	5-2-6
Dec. 8	Town Administrator Issues Budget Instructions to Dept. Heads and Committee Chairs	7-2-4
Dec. 30	Capital Budget Completed by CIPC	
Dec. 31	Departmental Operating Budget Submissions Due to Town Admin.	7-2-5
Jan. 4 -Feb. 12	Town Administrator/Finance Director Review Department Budgets	
Jan. 19	Annual Town Meeting Warrant Opens	
Jan. 21	CIPC Presents Capital Budget and Capital Plan to BOS	
Feb. 5	ATM Warrant Closes	
Feb. 5	School Department Budget Submitted to Town Administrator and BOS	
Feb. 8	ATM Warrant Compiled	
Feb. 9-11	Legal Review of Warrant	
Feb. 16	BOS Reviews and Approves Warrant	
Mar. 7	BOS Adopts and Recommends Warrant to FinCom (except zoning)	7-2-9
Mar. 7	Town Administrator submits proposed comprehensive operating and capital budgets to BOS	7-2-6
Mar. 9	PEDB Holds Public Hearing on Proposed Zoning Bylaw Changes	
Mar. 7 -25	BOS Reviews Operating and Capital Budgets	
Mar. 14	PEDB Submits Public Hearing Outcome/Recommendations to BOS	
Mar. 17	FinCom Submits Public Hearing Notice to Milford Daily News (4 business days prior to advertisement in paper)	
Mar. 19	BOS Votes Recommendations on Zoning Warrant Articles	
Mar. 21	BOS Adopts and Transmits Proposed Operating and Capital Budgets to FinCom; Advises of Zoning Article Recommendations	
Mar. 23	Public Hearing Notice Appears in Milford Daily News	
Mar. 23-Apr. 6	FinCom Reviews Operating and Capital Budgets and Prepares Town Meeting Recommendations	
Apr. 6	Fincom Holds Public Hearing	2-5-2/7-2-10
Apr. 7	FinCom Recommends Final Budget and Warrant	7-2-10
Apr. 11-15	Warrant Submitted to Publisher	
Apr. 18	Warrant Posted on Web, Residents Notified	
May 9	Annual Town Meeting; Approval of Upcoming Year's Budgets	

AGENDA

ITEM #5

Update – Net Metering Update

No associated backup materials attached.

AGENDA

ITEM #6

Approval – Public Event Permits

- a. Approval - American Legion Scholarship Road Race -
June 25, 2016
- b. Approval - 5th Annual Shamrock Shuffle 5K - March
12, 2016

Associated back up materials attached.

- American Legion email request and Police Chief's recommendations
- Melinda Currul's email request and Police Chief's recommendations

Proposed motion: I move that the Board approve special event permits for the American Legion and Melinda Currul to host road races on June 25, 2016 and March 12, 2016 respectively, subject to fulfillment of the Police Chief's recommendations.

[REDACTED]
Sent: Sunday, January 10, 2016 1:31 PM

To: Board of Selectmen

Subject: American Legion Scholarship Road Race 2016

Hello Allison!

I am working on the American Legion's Annual Scholarship Run. This year it will be on June 25th at 8am. The course will be the same as last year, a 5 mile and a 5K run starting and finishing at the high school parking lot. \$500 scholarships last year were awarded to a senior from Medway, one from Franklin and a third from Tri-County High Schools. I will be sending a similar letter to Officer Watson and Kristen McHugh for safety and reservation purposes.
If you have further questions let me know, I will be sure to get right back to you.

Thank you! And Happy New Year!

Sincerely,

Doug Wahl



Medway Police Department

315 Village Street
Medway, MA 02053

Phone: 508-533-3212
FAX: 508-533-3216
Emergency: 911

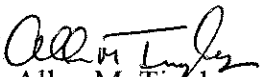
Allen M. Tingley
Chief of Police

January 22, 2016

To: Michael Boynton
From: Allen M. Tingley
Re: American Legion Road Race

I have reviewed the running route for the American Legion road race scheduled for June 25, 2016. I would approve the issuing of the permit with the stipulation that three detail officers be hired by the organization to assure the safety of the runners and the movement of traffic during the race. I would also request that traffic cones be placed on the bad corner on Winthrop Street (southbound lane) in the area of Maple Street, directing runners to run single file between the cones and the edge of the roadway. The detail officers will be used to direct or stop traffic as the runners exit the high school, to close off traffic for a short period of time on Highland Street between Summer and Oak Street, to assist runners back onto Winthrop Street from the rear exit of the park, on Winthrop street after the bad curve (southbound Lane) to allow all runners to safely negotiate around the bad curve, at the intersection of Lovering Street and Summer Street to get the runners back onto Summer Street and at the entrance of the High School, to get the runners back into the high school. We will also use the on-duty officers to patrol the race route during the race.

Respectfully Submitted,


Allen M. Tingley
Chief of Police

[REDACTED]
Sent: Tuesday, January 12, 2016 9:19 AM
[REDACTED]
[REDACTED]

Subject: SHAMROCK SHUFFLE 2016

Dear Allison,

Hope this email finds you well. This e-mail is to request approval from the town of Medway to hold the 5th Annual Shamrock Shuffle 5K (3.1 mile) road race on Saturday, March 12th, 2016.

The initial goal of the race organizers was to establish and continue a community tradition in the town of Medway for generations of residents and to provide needed funding for the Medway Elementary PTO which supports learning initiatives for children and families Pre K- Grade 4. The first four events have been very successful. A recap of last years?

Race follows:

Over 500 runners and volunteers participated, over 50% of which were from Medway

The race began promptly at 9am, and the premises were vacated by 10:30 am.

Parking lot was well staffed with volunteers and traffic flow was good beginning and end.

Other background and details are as follows:

The sponsoring organization, Medway Elementary PTO, is a Community Organization and has 501 (c) 3 status. The organization members are listed below.

The next race will be held Saturday, March 12th, 2016. Start time is 9 am, and time allotted including set-up and cleanup will be 7 am to approximately 10:30 am. The race will begin and end on Adams Street behind Medway High School. The parking lot will be utilized for runner and volunteer parking, and registration will be held outside the school cafeteria. Runners will access the course through the Adams Street access road.

The course will be the same. Runners will begin on Adams and proceed to Winthrop, go left to Lovering, left onto Longmeadow, left onto Summer and left on Adams back to the HS access road. All turns were manned by police detail and/or volunteers and the course was well marked with temporary signage. In addition to morning of registration, we will hold pre-race registration and number pick up prior to the race at the High School. Participation will be weather dependent, but expectations are for a range of 400-800 participants including volunteers.

Our insurance certificate is attached. It will be renewed in February. Please let me know if you need any other information! Thank you for your assistance and your consideration.

Respectfully Submitted,

Melinda Currul
[REDACTED]

Tiffany Duguay
Meredith Luzietti
Meredith Ash
Jen Girard
Gretchen Vallante
Jessica Grimes
Lynn Roberts



Medway Police Department

315 Village Street
Medway, MA 02053

Phone: 508-533-3212
FAX: 508-533-3216
Emergency: 911

Allen M. Tingley
Chief of Police

January 13, 2016

To: Michael Boynton
Town Administrator

From: Allen M. Tingley
Chief of Police

Re: Shamrock Shuffle

I have reviewed the running route, mapped out for the 5th annual Shamrock Shuffle road race scheduled for March 12, 2016. I would approve of the issuing of the permit with the stipulation that three detail officers be hired by the organization, to assure the safety of the runners and the movement of traffic during the race. The three detail officers would be used to control the traffic in front of the runners and behind the runners during the race.

Respectfully Submitted,

Allen M. Tingley
Chief of Police

AGENDA

ITEM #7

Approval – One-Day Liquor License Applications

- a. Kate Davis – Thayer Homestead – February 14, 2016
- b. Jeff Ingals – Thayer Homestead – April 2, 2016
- c. Cheryl Downey – Thayer Homestead – April 10, 2016

Associated back up materials attached.

- Kate Davis's application and Police Chief's recommendations
- Jeff Ingals' application and Police Chief's recommendations
- Cheryl Downey's application and Police Chief's Recommendations

Proposed motion: I move that the Board approve one day liquor licenses for Kate Davis, Jeff Ingals and Cheryl Downey for their events at the Thayer Homestead February 14, 2016, April 2, 2016 & April 10, 2016 subject to fulfillment of the Police Chief's recommendations and evidence of appropriate insurance coverage.



Town of Medway

BOARD OF SELECTMEN

155 Village Street, Medway MA 02053
Ph. (508) 533-3264 Fax: (508) 321-4899

APPLICATION FOR SPECIAL ONE-DAY LIQUOR LICENSE

MGL c.138, §14

Application for the purpose of selling or dispensing the following beverages permitted by law. A Section 12 license holder may not also be granted a Section 14 (one-day) license unless event is held at a separate location. A person holding a Section 14 license cannot purchase alcoholic beverages from a package store. Purchase must be made from a licensed wholesaler/importer, manufacturer, farmer-winery/brewery, or special permit holder.

For Profit Businesses are eligible for wine and malt license only.

Application must be submitted at least two weeks prior to event.

Fee: \$50 (May be waived at Board of Selectmen's discretion)

All Alcohol _____ Wine and Malt

Event Bridal Shower

Name of Organization/Applicant Kate Davis

Non-Profit Organization Y _____ N _____

Attach non-profit certificate of exemption

Event Location Thayer Homestead

Event Date February 14, 2016

Event Hours (No later than 1:00 AM; Last call 12:30 AM) 11am-4pm

Is event open to the general public? Y _____ N

Estimated attendance 35

Will there be an age restriction? Y _____ N _____

Minimum age allowed: all 21+

How, where and by whom will ID's be checked? Everyone is ZIT
being invited

Is there a charge for the beverages? Y N X
Price structure: _____

Alcohol server(s) _____
Attach Proof of Alcohol Server Training _____

Provisions for Security, Detail Officer W/A

Does the applicant have knowledge of State liquor laws? Y N

Experience _____

The following may be required:
Police Dept. – Detail; Fire Dept. – Detail; Board of Health – Food Permit; Building Dept. – Tent Permit

Date of Application 1/14/16



Phone () _____ Fax () _____ Email _____

The Board of Selectmen's Office will forward this application to the Police, Fire, and Building Departments and the Board of Health for approval and recommendations.

Police Department	_____	Date
315 Village St		
Fire Department	_____	Date
44 Milford St		
Board of Health	_____	Date
Town Hall, 2 nd Fl		
Building Department	_____	Date
Town Hall, 1 st Fl		



Medway Police Department

315 Village Street
Medway, MA 02053

Phone: 508-533-3212
FAX: 508-533-3216
Emergency: 911

Allen M. Tingley
Chief of Police

January 19, 2016

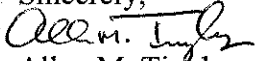
To: Michael Boynton
Town Administrator

From: Allen M. Tingley
Chief of Police

Re: One day liquor license- Thayer Property- Bridal Shower

I have reviewed the request from Katie Davis for a one day liquor license for a bridal shower, to be held at the Thayer House, February 14, 2016. I approve of the issuance of this one day liquor license with the stipulation that the wine/alcohol will be purchased from a licensed alcohol wholesale distributor, as indicated on the license application and the Town of Medway's Alcohol Policy. There will be no on-street parking on Mechanic Street and Oak Street and that a responsible adult with some knowledge of Mass liquor laws will be checking ID's of individuals being served alcohol at the party

Sincerely,


Allen M. Tingley
Chief of Police



Town of Medway

BOARD OF SELECTMEN

155 Village Street, Medway MA 02053
Ph. (508) 533-3264 Fax: (508) 321-4899

APPLICATION FOR SPECIAL ONE-DAY LIQUOR LICENSE

MGL c.138, §14

Application for the purpose of selling or dispensing the following beverages permitted by law. A Section 12 license holder may not also be granted a Section 14 (one-day) license unless event is held at a separate location. A person holding a Section 14 license cannot purchase alcoholic beverages from a package store. Purchase must be made from a licensed wholesaler/importer, manufacturer, farmer-winery/brewery, or special permit holder.

For Profit Businesses are eligible for wine and malt license only.

Application must be submitted at least two weeks prior to event.

Fee: \$50 (May be waived at Board of Selectmen's discretion)

All Alcohol _____ Wine and Malt

Event Bridal Shower

Name of Organization/Applicant Jeff Ingalls

FID# _____

Fax () _____

Non-Profit Organization Y _____ N

Attach non-profit certificate of exemption

Event Location Thayer Homestead

Event Date Saturday April 2nd, 2016

Event Hours (No later than 1:00 AM; Last call 12:30 AM) Facility rented 8am - 4pm; Event 10:30am-1pm

Is event open to the general public? Y _____ N

Estimated attendance 30-40

Will there be an age restriction? Y _____ N

Minimum age allowed:

How, where and by whom will ID's be checked? All invited guests are over the age of 21.

Applicant will check IDs to confirm.

Is there a charge for the beverages? Y N x

Price structure: _____

Alcohol server(s) _____

Attach Proof of Alcohol Server Training

Provisions for Security, Detail Officer _____

Does the applicant have knowledge of State liquor laws? Y x N

Experience _____

The following may be required:

Police Dept. – Detail; Fire Dept. – Detail; Board of Health – Food Permit; Building Dept. – Tent Permit

Date of Application 1/14/16

Applicant's Signature Jeffrey E. Ingalls

Applicant's Name JEFFREY E. INGALLS

P _____ Fax () _____

The Board of Selectmen's Office will forward this application to the Police, Fire, and Building Departments and the Board of Health for approval and recommendations.

Police Department _____
315 Village St _____ Date

Fire Department _____
44 Milford St _____ Date

Board of Health _____
Town Hall, 2nd Fl _____ Date

Building Department _____
Town Hall, 1st Fl _____ Date



Medway Police Department

315 Village Street
Medway, MA 02053

Phone: 508-533-3212
FAX: 508-533-3216
Emergency: 911

Allen M. Tingley
Chief of Police

January 22, 2016

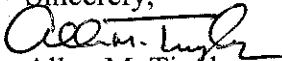
To: Michael Boynton
Town Administrator

From: Allen M. Tingley
Chief of Police

Re: One day liquor license- Thayer Property- Bridal Shower

I have reviewed the request from Jeff Ingalls for a one day liquor license for a bridal shower, to be held at the Thayer House, 2B Oak Street, on April 2, 2016. I approve of the issuance of this one day liquor license with the stipulation that the wine/malt will be purchased from a licensed alcohol wholesale distributor, as indicated on the license application and the Town of Medway's Alcohol Policy. There will be no on-street parking on Mechanic Street and Oak Street and that a responsible adult with some knowledge of Mass liquor laws will be checking ID's of individuals being served alcohol at the party

Sincerely,


Allen M. Tingley
Chief of Police



Town of Medway

BOARD OF SELECTMEN

155 Village Street, Medway MA 02053
Ph. (508) 533-3264 Fax: (508) 321-4899

APPLICATION FOR SPECIAL ONE-DAY LIQUOR LICENSE

MGL c.138, §14

Application for the purpose of selling or dispensing the following beverages permitted by law. A Section 12 license holder may not also be granted a Section 14 (one-day) license unless event is held at a separate location. A person holding a Section 14 license cannot purchase alcoholic beverages from a package store. Purchase must be made from a licensed wholesaler/importer, manufacturer, farmer-winery/brewery, or special permit holder.

For Profit Businesses are eligible for wine and malt license only.

Application must be submitted at least two weeks prior to event.

Fee: \$50 (May be waived at Board of Selectmen's discretion)

All Alcohol _____ Wine and Malt _____ (champaigne only)

Event Bridal Shower

Name of Organization/Applicant Cheryl Downey

Address 160 Lenox St Holliston MA 01746

FID# _____

_____ Fax () _____

Non-Profit Organization Y _____ N

Attach non-profit certificate of exemption

Event Location Thayer Homestead

Event Date April 10th 2016

Event Hours (No later than 1:00 AM; Last call 12:30 AM)

Is event open to the general public? Y _____ N

Estimated attendance 30

Will there be an age restriction? Y N _____

Minimum age allowed: 21

How, where and by whom will ID's be checked? _____

Is there a charge for the beverages? Y _____ N

Price structure: _____

Alcohol server(s)

Attach Proof of Alcohol Server Training

Provisions for Security, Detail Officer _____

Does the applicant have knowledge of State liquor laws? Y N _____

Experience _____

The following may be required:

Police Dept. – Detail; Fire Dept. – Detail; Board of Health – Food Permit; Building Dept. – Tent Permit

Date of Application 9-7-15

Applicant's Signature Cheryl Downey

Applicant's Name Cheryl Downey

_____ Fax () _____ E _____

The Board of Selectmen's Office will forward this application to the Police, Fire, and Building Departments and the Board of Health for approval and recommendations.

Police Department _____
315 Village St _____ Date

Fire Department _____
44 Milford St _____ Date

Board of Health _____
Town Hall, 2nd Fl _____ Date

Building Department _____
Town Hall, 1st Fl _____ Date



Medway Police Department

315 Village Street
Medway, MA 02053

Phone: 508-533-3212
FAX: 508-533-3216
Emergency: 911

Allen M. Tingley
Chief of Police

January 26, 2016,

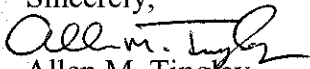
To: Michael Boynton
Town Administrator

From: Allen M. Tingley
Chief of Police

Re: One day liquor license- Thayer Property- Bridal Shower

I have reviewed the request from Cheryl Downey for a one day liquor license for a bridal shower, to be held at the Thayer House, 2B Oak Street, on April 10, 2016. I approve of the issuance of this one day liquor license with the stipulation that the wine/alcohol will be purchased from a licensed alcohol wholesale distributor, as indicated on the license application and the Town of Medway's Alcohol Policy. There will be no on-street parking on Mechanic Street and Oak Street and that a responsible adult with some knowledge of Mass liquor laws will be checking ID's of individuals being served alcohol at the party

Sincerely,


Allen M. Tingley
Chief of Police

AGENDA

ITEM #8

Action items from previous meeting

Associated backup materials attached:

- Action items list

	DATE	ACTION ITEMS BOS	WHO	COMPLETED
1	7/6/2010	Street acceptance progress	S. Affleck-Childs	Ongoing
2	9/20/2010	Route 109 Project	DPS	Ongoing
3	2/4/2013	Brentwood Project	DPS	Ongoing
4	2/3/2014	Cable license renewal process; Mtg of Cable Advisory Com	BOS	Verizon & Comcast notice received; further action Fall 2015
5	7/28/2014	DPS Facility Building Project	DPS/TA/Committee	Ongoing
6	1/20/2015	Playground concepts for Idylbrook and existing locations	G. Trindade	Future Town Meeting
7	2/24/2015	\$1.1 mil environmental bond bill; Choate Improvements; prepare technical proposal for state funding in FY17	TA/BOS	Ongoing
8	2/28/2015	Database of searchable minutes/Update Town Website	TA/IS	Fall 2015
9	6/1/2015	Road and Sidewalk Repair and Construction Strategy/Plan	DPS	Winter 2016
10	10/13/2015	Policy on Land Acceptances - BOS v ConCom	BOS/ PEBD	January 2016
11	11/2/2015	Discussion - solid waste and recycling fees	BOS/DPS	Winter 2016

AGENDA

ITEM #9

Approval of Warrants

Warrants to be provided at meeting

AGENDA ITEM #10

Approval of Minutes

Associated back up materials attached:

- October 13, 2015 minutes
- October 19, 2015 - Resubmitted minutes – Amended
- November 23, 2015 minutes

1 **MEDWAY BOARD OF SELECTMEN**
2 155 VILLAGE STREET • MEDWAY, MASSACHUSETTS 02053
3 (508) 533-3264 • FAX: (508) 533-3281
4

John Foresto, Chairman
Maryjane White, Vice Chairman
Richard D'Innocenzo, Clerk
Glenn Trindade, Member
Dennis Crowley, Member

5 **Board of Selectmen's Meeting Minutes**

6 **October 13, 2015 at 7:00 p.m.**

7 **Sanford Hall, 155 Village Street**
8

9 **Present:** Chairman John Foresto; Selectmen Maryjane White, Dennis Crowley, and Rick
10 D'Innocenzo (arrived at 7:30); Town Administrator Michael Boynton.

11
12 At 7:00 p.m. Chairman Foresto called the meeting to order and led in the Pledge of
13 Allegiance.
14

15 **Public Comments:**

16 Brian Adams of 2 Milford Street asked the Board of Selectmen (BOS) for additional
17 information on the format of the October 21, 2015 Power Plant Public Forum. Town
18 Administrator Boynton said it will be posted as a Board of Selectmen's meeting and
19 Chairman Foresto will call the meeting to order. There will be opening remarks and a
20 brief presentation on the history of the project and what the Town has learned to date.
21 The consultants that have been hired by the Town will speak and present their findings on
22 air quality, noise, and water. After the presentation questions and comments will be
23 taken. Daycare will be provided for families with small children. The meeting will also
24 be broadcast on the local cable channel. Residents who are not able to attend were
25 encouraged to submit their questions and comments to Administrator Boynton ahead of
26 time. Selectman Crowley said they are going to try to limit residents to two
27 questions/comments each to make sure that everyone has a chance to speak. Mr. Adams
28 said he hopes the meeting will be well attended. He also asked if residents of
29 surrounding towns will be allowed to ask questions. A brief discussion followed.
30 Administrator Boynton said he needs to make a determination on this matter. Selectman
31 Crowley said the Town will not vote on the project. The Host Community Agreement is
32 a statutory item and will be signed by the BOS. The Payment in Lieu of Taxes (PILOT)
33 agreement will go to the Town for approval. Mr. Adams said he thinks it is unfortunate
34 that the Town of Milford got to vote on the Host Community agreement relative to the
35 casino but Medway will not get to vote on the Host Community agreement relative to the
36 power plant. He said he feels like the voice of the residents has been taken away.
37

38 José Caicedo of 171 Main Street said he has been a resident of Medway for 10 years and
39 has two small children. He said the Town is being forced to accept the power plant and
40 the debris that it will create. Mr. Caicedo said he has a clinical background and has seen
41 the detrimental effects of dust, pollen, and asbestos. He said the particulate matter that
42 will be released will be dangerous, particularly to those residents that suffer from asthma,
43 COPD, and cancer. Mr. Caicedo left two articles for the Board's review.
44

1 Diane Burkhardt of 22 High Street said she came away from the last meeting feeling like
2 there is not much that residents can do to prevent the expansion. She wanted to know
3 who created the PowerPoint that will be presented at the public forum. Administrator
4 Boynton explained that the presentation is being created in-house. Ms. Burkhardt asked
5 the Selectmen if they personally were in favor or opposed to the project. Chairman
6 Foresto said the BOS is not the decision making body-their job is to protect Medway and
7 its residents and negotiate in its best interest. Chairman Foresto said he is in favor of the
8 project if it is done correctly and meets state and federal standards. Selectman White said
9 the decision does not lie with the BOS but that personally she does not support it.
10 Selectman Crowley said he has asked the consultants that the Town hired many times if
11 the project is harmful and has been told no every time. He encouraged Ms. Burkhardt to
12 ask the consultants this question next week at the public forum. He said based on what
13 he knows he supports the project. Administrator Boynton said the Selectmen did not
14 want or encourage this project. They are relying on the consultants and experts they have
15 hired and trying to protect Medway and its residents. He said one of the consultants was
16 recommended by a resident who is opposed to the project. Administrator Boynton said
17 the Town cannot just request a postponement, there needs to be documentation and just
18 cause.

19
20 Liam McDermott of 39 Populatic Street said as an asthmatic he is not looking forward to
21 the project. Mr. McDermott said his biggest concern is where the water will be
22 discharged based on a previous experience in Salem. Administrator Boynton said the
23 Town's understanding is that only water from toilets being flushed and sinks being used
24 on the property will be discharged. Mr. McDermott said the expansion will create
25 additional public safety issues and asked the Board to reach out to Weymouth, Braintree
26 and Everett on this matter. Selectman Crowley said he thinks some of Mr. McDermott's
27 concerns will be addressed by the Host Community Agreement. He asked Mr.
28 McDermott to read it once it is posted and follow-up with Administrator Boynton if it
29 does not address his concerns.

30
31 Doug Sibley of 403 Village Street said he has submitted questions to the BOS via email
32 and thanked the BOS for their responses. His home is close to the proposed stacks and
33 his young son has asthma. He said his concern is that the run rate seems very high. He is
34 also concerned with the use of diesel. Administrator Boynton said he agrees this is a
35 concern and the Town's preference is not to use diesel. The Town has asked for
36 clarification on the run rate and use of diesel. Administrator Boynton said this has been
37 an ongoing conversation with Exelon. Selectman Crowley thanked Mr. Sibley for his
38 professionalism.

39
40 Jeff Hall of 18 Highland Street said he shares all of the concerns that have been discussed
41 tonight. Mr. Hall said he does not feel like information on the project has been
42 disseminated to the residents and that many residents are still unaware of the project. He
43 said he is very upset that the decision is not in the hands of the residents. Mr. Hall said
44 he hopes the Board listens to all of the facts. He said he would prefer the Town spend \$1
45 million in litigation to try to stop the project. He added that he thinks the process is
46 moving too fast.

1
2 Chris Ash of 43 Cedar Farms Road said he feels like residents have been shut out of the
3 process. The group discussed how much time the Board has been spent negotiating with
4 Exelon versus how much time has been spent reaching out to residents. Selectman
5 Crowley said every Selectmen's meeting is open to the public and residents are
6 encouraged to attend. He said there has been very low attendance by residents until very
7 recently. Selectman Crowley said Exelon sent registered letters to residents in the area of
8 the power plant and invited them to three different meetings to discuss the project and
9 only 13 residents attended. Administrator Boynton said the Town will request
10 reimbursement from Exelon for the money it has spent relative to the Site Plan
11 application and Conservation Commission application. He added that Mr. Ash's
12 questions relative to the effect of particulate matter on humans will be addressed at next
13 week's public forum.

14
15 Doug Sibley of 403 Village Street added that the Town's and residents' opinions matter
16 and the Siting Board will take them into consideration.

17
18 Marilyn Dainoff of 8 Cedar Farms Road said the project seems inevitable so her biggest
19 concern is safety. She said precautions need to be taken relative to the storage of 12,000
20 gallons of ammonia on site. Administrator Boynton thanked Ms. Dainoff for her concern
21 and said the consultants were reviewing the two emails she sent previously. He said the
22 Town has asked the consultants to look at using urea as an alternative. She said if they
23 chose not to go with an alternative she would want to know why.

24
25 Mendy Tarkowski of 82 Fisher Street said she has wondered what could have been done
26 differently. She said she thinks more information could have been filtered to the
27 residents. She said she has two small children and she and her husband are not always
28 able to attend the Selectmen's meetings. She said she would have liked to see more
29 information relative to the project online. Selectman Crowley said the Town did not
30 want to share any of the reports or agreements until they were final. Ms. Tarkowski said
31 her biggest concern now is for the residents who feel marginalized. Selectman Crowley
32 said the Board could have communicated better on this project. The Town is looking to
33 hire a Director of Communications to help address this issue. There is an article on the
34 Fall Town Meeting warrant for funding for this position.

35
36 John Codman of 405 Village Street asked why the stacks are 167 feet tall. He said he is
37 against the project but if it is going to happen he wants to minimize the level of pollution
38 as much as possible. He said if increasing the height of the stacks would help achieve
39 this then it should be looked at. Chairman Foresto said the Siting Board and Exelon are
40 discussing this matter.

41
42 Ned Myers of 10 Cardinal Circle said the Board of Selectmen is not in an enviable
43 position. Mr. Myers said he thinks the Town should look at what can be done legally to
44 stop the project. The Board asked Mr. Myers to pose this question at the public forum
45 next Wednesday. Selectman Crowley said early on the Board had to decide whether they
46 were going to take legal action and fight the project or negotiate and get the best deal for

1 the Town. The Town's legal team advised them to negotiate because they had almost no
2 chance of winning. Mr. Crowley said there was no way they could take legal action and
3 negotiate a favorable Host Community agreement.

4
5 Chairman Foresto said this has been a frustrating process for everyone, including the
6 Board. He said it has also been a learning experience for the Board and going forward
7 they are going to try to improve their communication.

8
9 **Appointment – David Blackwell – Conservation Commission:**

10 *The Board reviewed the following information: (1) Letter of Interest from David*
11 *Blackwell dated September 13, 2015; (2) Resume of David Blackwell; and (3) Letter from*
12 *Conservation Committee supporting appointment dated October 5, 2015.*

13
14 David Blackwell attended the meeting. The Selectmen received a letter from the
15 Conservation Commission recommending Mr. Blackwell's appointment to the
16 Conservation Commission. Mr. Blackwell gave a brief summary of his work experience.
17 Chairman Foresto said he worked with Mr. Blackwell on the ESCO project previously.

18
19 **Selectman D'Innocenzo moved that the Board of Selectmen appoint David**
20 **Blackwell to the Conservation Commission to complete the term of Anthony Biocchi**
21 **through June 30, 2016; Selectman White second; Selectman Crowley asked Mr.**
22 **Blackwell why he decided to volunteer now when he has been a resident for 13**
23 **years. He said he is concerned because he knows Mr. Blackwell is opposed to the**
24 **Exelon project. He asked Mr. Blackwell is he could be unbiased on any decision**
25 **relative to Exelon project. Mr. Blackwell said he is biased but it will not impact his**
26 **ability to interpret the Bylaws to the letter of the law. Selectman Crowley said he**
27 **thinks this will be difficult but he will take Mr. Blackwell at his word. Mr.**
28 **Blackwell said he is now self-employed and has more flexibility, which is why**
29 **volunteering is feasible; VOTE 4-0-0.**

30
31 **Authorization of Chairman to Execute Contract for Medway Middle School**
32 **Renovations – Tower Construction - \$244,200:**

33 *The Board reviewed the following information: (1) Scope of Work memo from Tom*
34 *Holder dated October 13, 2015; and (2) Contract.*

35
36 DPS Director Tom Holder attended the meeting. He said this project will be performed
37 in 2 phases. First the Medway Public Schools' administrative offices will be relocated to
38 the front wing of the Middle School. Once this is complete, the vacated area will be
39 renovated and the DPS administrative offices will be relocated from Sanford Hall. Mr.
40 Holder said alternative bids are off the table. \$150,000 was approved at the May 11,
41 2015 Annual Town Meeting. The balance will be funded through the Schools' budget.
42 Mr. Holder said \$76,000 of the \$244,200 is DPS related and the remainder is School
43 related.

1 **Selectman D’Innocenzo moved that the Board authorize the Chair to execute the**
2 **contract between the Town of Medway and Tower Construction Corp. for the**
3 **Medway Middle School south wing renovation project in an amount not to exceed**
4 **\$244,200; Selectman White second; No discussion; VOTE 4-0-0.**

5
6 **Approval – Millstone Builders, LLC Request to Refinance Mortgage [Millstone**
7 **Condominium Project]:**

8 *The Board reviewed the following information: (1) Memo from Doug Havens dated*
9 *October 8, 2015; (2) Correspondence from Cathy Netburn dated October 1, 2015; (3)*
10 *Consent to Mortgage; and (4) Regulatory Agreement and Declaration of Restrictive*
11 *Covenants for Ownership Project, Affordable Housing Deed Rider and related*
12 *documents.*

13
14 Steven Venincasa explained that there is a clause in the Regulatory Agreement that
15 requires the Town’s consent before Millstone Builders, LLC can refinance. Community
16 Housing Coordinator Doug Havens reviewed the pertinent information and recommended
17 that the Board consent to the refinance.

18
19 **Selectman D’Innocenzo moved that the Board vote to consent to Millstone LLC’s**
20 **execution and recording of a mortgage, pursuant to Section 10 of the Regulatory**
21 **Agreement, and to authorize the Chair to execute the written consent form as**
22 **required by the Lender; Selectman White second; No discussion; VOTE 4-0-0.**

23
24 **Authorization of Town Administrator to Execute Traffic Control Agreement with**
25 **MassDOT –Route 109:**

26 *The Board reviewed the following information: (1) Scope of Work memo from Dave*
27 *D’Amico dated October 6, 2015; and (2) Traffic Control Agreement between the*
28 *Massachusetts Department of Transportation and the Town of Medway.*

29
30 DPS Director Tom Holder explained that the MassDOT wants assurance that traffic
31 controls and road access cuts will be essentially maintained upon completion of the
32 project. Mr. Holder said the Town is prepared to meet these expectations.

33
34 **Selectman D’Innocenzo moved that the Board authorize the Town Administrator to**
35 **execute the Traffic Control Agreement between MassDOT and the Town of**
36 **Medway relative to Route 109; Selectman White second; The Board discussed the**
37 **paragraph of Dave D’Amico’s memo that referred to the 110% Cost Agreement.**
38 **Administrator Boynton said if the Town does not agree to this provision the Town**
39 **will not receive the funding. The 110% Cost Agreement does not pertain to the**
40 **Traffic Control Agreement. Selectman Crowley said this provision concerns him.**
41 **Administrator Boynton said it will be clear that the Town is not responsible for costs**
42 **that were the result of things out of its control. Selectman Crowley asked for**
43 **additional information on this provision. Selectman Crowley also wanted to make**

1 sure that everything that appears in the Traffic Control Agreement, including the
2 location of the signs, was agreed on by the Route 109 Committee. Mr. Holder said
3 there have been no changes; VOTE 4-0-0.

4
5 **Authorization of Chairman to Execute Contract with MassDOT – Route 109 Fiber**
6 **Optics - \$8,704.00:**

7 *The Board reviewed the following information: (1) Scope of Work memo from Dave*
8 *D'Amico dated October 6, 2015; and (2) Contract between MassDOT and the Town of*
9 *Medway.*

10
11 Mr. Holder explained that MassDOT will contract with CommTrac and make payment.

12
13 **Selectman D'Innocenzo moved that the Board authorize the Chair to execute the**
14 **contract between MassDOT and Town of Medway relative to Route 109 fiber optics**
15 **work in an amount not to exceed \$8,704.00; Selectman White second; No**
16 **discussion; VOTE 4-0-0.**

17
18 **Acceptance of Trail Drive (Norwood Acres):**

19 *The Board reviewed the following information: (1) Memo from Susy Affleck-Childs dated*
20 *August 24, 2015; (2) Associated subdivision plan and map; and (3) Deed documents.*

21
22 Planning & Economic Development Coordinator Susy Affleck-Childs explained that the
23 Conservation Commission voted to accept the 4.49 acre open space parcel at their July
24 23, 2015 meeting. This property abuts a 9.69 acre open space parcel that the Town
25 already owns and is under the jurisdiction of the Conservation Commission. Ms.
26 Affleck-Childs said there is no policy on why some of the parcels are under the
27 jurisdiction of the Conservation Commission and others are under the jurisdiction of the
28 Board of Selectmen.

29
30 **Selectman D'Innocenzo moved that the Board accept the deed from Andrew and**
31 **Matthew Marshall to convey to the Town of Medway parcel A-1 as shown on the**
32 **Norwood Acres Definitive Subdivision Plan, also known as 4 Trail Drive, Parcel 46-**
33 **010, for the purposes of open space/conservation, passive recreation, and the**
34 **promotion and development of the Town's natural resources; Selectman White**
35 **second; Ms. Affleck-Childs explained that the Planning & Economic Development**
36 **Board issued a decision approving the development of the subdivision in October**
37 **2012. The Marshalls asked that this parcel be made conservation land-this was not**
38 **a requirement of the subdivision approval. Administrator Boynton said does not**
39 **think the Town needs a policy to address these situations. He said the Town's**
40 **approach is similar to other communities. Selectman Crowley said he prefers that**
41 **land be held under the Board of Selectman and asked that this matter be added to**
42 **the Board's action item list. VOTE 4-0-0.**

1 **Presentation – Master Plan Mid-Term Report:**

2 *The Board reviewed the 2009 Medway Master Plan Status Preliminary Briefing to the*
3 *Board of Selectmen.*

4
5 Jim Wieler and Dave Kaeli attended the meeting to provide the Board with a midterm
6 update on the 2009 Medway Master Plan. The next Master Plan will be done in 2019.
7 Mr. Wieler said they sorted all of the 2009 Master Plan goals and action items and asked
8 each board/committee for status updates and comments. They reported that 78% of
9 actions are completed, ongoing, or show significant progress. The Board was pleasantly
10 surprised with this figure considering there was no formal follow-up. Mr. Wieler said the
11 Town has come a long way in the last 10 years and credited the leadership team. The
12 group reviewed some of the major accomplishments, including the Middle School
13 renovation, restoration of the Thayer House, establishment of the Community Farm, and
14 the Route 109 reconstruction. They agreed that they need to look further at the actions
15 that were not completed and why they were not completed. The group discussed the next
16 steps, including creating a Master Plan Implementation Committee and a final report and
17 recommendations for the 2019 Master Plan. Selectman Crowley recognized the Planning
18 & Economic Development Board for their work because they were responsible for many
19 of the actions. Chairman of the Planning & Economic Development Board Andy
20 Rodenhiser thanked Mr. Wieler and Mr. Kaeli for their leadership. The group agreed that
21 the presentation should be added to the Town's website. Selectman Crowley asked Mr.
22 Wieler and Mr. Kaeli to draft an executive summary that could also be added to the
23 website. Ms. Affleck-Childs recommended adding a page to the Annual Town Report on
24 the status of the Master Plan. Chairman Rodenhiser said Medway is often recognized as
25 a progressive community. The Board thanked Mr. Wieler and Mr. Kaeli for all of their
26 work.

27
28 **Approval – Purchase and Sale Agreement – 54R Adams Street:**

29 *The Board reviewed the Purchase and Sale Agreement relative to 54R Adams Street.*

30
31 The Board decided it did not need to meet in Executive Session. This item will be on the
32 Fall Town Meeting warrant. The property will be purchased with Community
33 Preservation funds.

34
35 **Selectman D’Innocenzo moved that the Board execute the Purchase and Sale**
36 **Agreement relative to 54R Adams Street as presented; Selectman White; No**
37 **discussion; VOTE 4-0-0**

38
39 **Review of Proposed Planning and Economic Development Articles for Fall Town**
40 **Meeting Warrant:**

41 *The Board reviewed the 2015 Fall Town Meeting warrant.*

1 Planning and Economic Development Director Susy Affleck-Childs and Chairman of the
2 Planning & Economic Development Board (PEDB) attended the meeting to discuss
3 Articles 17-29. Chairman Rodenhiser and Ms. Affleck-Childs said there will be another
4 10 PEDB articles on the 2016 Annual Town Meeting warrant. Ms. Affleck-Childs said
5 the PEDB understands the Board's concern about the quantity of articles and agreed to
6 remove several. The Board reviewed and discussed Articles 17-29. The group agreed to
7 remove Article 20, Article 25, Article 26, and Article 29. The Board will vote on the
8 articles at next Monday's Selectmen's meeting.

9
10 **Review of Fall Town Meeting Warrant:**

11 *The Board reviewed the 2015 Fall Town Meeting warrant.*

12
13 The Board briefly discussed Articles 1-16. Selectman Crowley asked for additional
14 information on Article 9. He would like to see what parts of the trail are in place and if
15 the Open Space Committee has recommendations for extending the trail. Selectman
16 Crowley would also like information on what other towns are charging relative to Article
17 14. Selectman Crowley would like to know if there is any cost associated with accepting
18 the streets relative to Article 16. He would also like to know if there are any outstanding
19 bonds on any of the streets. The Board will vote on the articles at next Monday's
20 Selectmen's meeting.

21
22 **Approval – One-Day Liquor License Application - Medway Youth Football and**
23 **Cheer/Robert Patterson – Thayer Homestead – October 23, 2015:**

24 *The Board reviewed the following information: (1) Application; and (2) Police Chief's*
25 *recommendations.*

26
27 **Selectman White moved that the Board approve the one-day all alcohol license for**
28 **Medway Youth Football and Cheer subject to fulfillment of the Police Chief's**
29 **recommendations; Selectman D'Innocenzo; No discussion; VOTE 4-0-0.**

30
31 **Approval – Public Event Permit - Medway Lions Annual Christmas Tree Sale:**

32 *The Board reviewed the correspondence from Carl Rice and Mike Griffin received on*
33 *September 11, 2015.*

34
35 **Selectman D'Innocenzo moved that the Board approve a Special Events permit for**
36 **the Medway Lions' annual charity Christmas tree sale; Selectman White second; No**
37 **discussion; VOTE 3-0-1(Crowley abstained).**

38
39 **Approval – Banner Display Request – Medway Turkey Trot – 1 week between**
40 **10/16/15-11/1/15:**

41 *The Board reviewed the Banner Display Request submitted by Chuck Dwyer.*

1 **Selectman D’Innocenzo moved that the Board approve the banner display request**
2 **submitted for the Medway Turkey Trot for a 1 week period between 10/16/15-**
3 **11/1/15 pending receipt of the associated fee; Selectman White second; No**
4 **discussion; VOTE 4-0-0.**

5
6 **Approval of Warrant:**

7 10/15/15 #16-16

8
9 Town Bills \$637,054.12

10
11 Total \$637,054.12

12
13 **Selectman D’Innocenzo moved that the Board approve the warrant as read;**
14 **Selectman White second; No discussion; VOTE 4-0-0.**

15
16 **Approval of Minutes:**

17 **Selectman Crowley moved that the Board approve the meeting minutes from April**
18 **6, 2015 as written; Selectman White second; No discussion; VOTE 4-0-0.**

19
20 **Selectman Crowley moved that the Board approve the meeting minutes from May 4,**
21 **2015 as written; Selectman White second; No discussion; VOTE 4-0-0.**

22
23 **Selectman D’Innocenzo moved that the Board approve the meeting minutes from**
24 **April 11, 2015 as written; Selectman White second; No discussion; VOTE 4-0-0.**

25
26 **Selectman Crowley moved that the Board approve the meeting minutes from**
27 **October 3, 2015 as written; Selectman White second; No discussion; VOTE 4-0-0.**

28
29 The Board deferred the approval of the June 1, 2015 meeting minutes to the next
30 meeting.

31
32 **Town Administrator’s Report:**

- 33 • Administrator Boynton provided a status on the DPS facility project. The
34 Committee is exploring using existing space on Industrial Road. The Committee
35 will tour the space on October 20, 2015. If the Committee wants to pursue this
36 option, further engineering work will need to be done to determine its suitability.
37 The Town does not own the property that is being considered.
- 38 • The Director of Communications position has been advertised and the Town has
39 received applications. Administrator Boynton said he is interviewing three of the
40 candidates the week of October 26, 2015. He said it is important to make sure the
41 funding is secure prior to making an offer.

- 1 • The Board needs to start putting together the State of the Town presentation for
2 the Fall Town Meeting.

3
4 **Selectmen:**

5 Crowley

- 6 • Selectman Crowley asked for a status on the open Treasurer/Collector position.
7 • He asked the Board to review the PowerPoint for next Wednesday's public forum
8 on the Exelon project and to submit questions, comments and feedback to
9 Administrator Boynton.

10
11 **At 10:35 p.m., Chairman Foresto moved to adjourn; Selectman White second; No**
12 **discussion; VOTE 4-0-0.**

13
14 Respectfully submitted,
15 Michelle Reed

Corrections requested to 10/19/15 Minutes:

p. 2, line 5 – fossil fuel “plants”, not “plans”

p. 3, line 38 – insert “peaker”; had not denied peaker plants

p. 5, line 13 – “Medway’s special counsel to ask if the Board had any options to stop the project”

p. 6, line 16 – include reason why Mr. Crowley voted against

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Board of Selectmen's Meeting
October 19, 2015 -- 7:00 PM
Sanford Hall, Town Hall
155 Village Street

Present: John Foresto, Chair; Maryjane White, Vice Chair; Richard D'Innocenzo, Clerk; Dennis Crowley, Member; and Glenn Trindade, Member (7:10 PM).

Staff Present: Michael Boynton, Town Administrator; Allison Potter, Assistant Town Administrator; Margaret Perkins, Director, Medway Public Library.

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

Approval – Notice of Grant Award – Library Services and Technology Act [LSTA] Grant - \$7,500:
The Board reviewed a Notice of Grant Award, dated October 6, 2015.

Present: Margaret Perkins, Director, Medway Public Library.

Ms. Perkins reported that this is a federal grant, and Medway's application emphasized grades 5-8, materials and a staff person to facilitate the program. A 4-H instructor will be teaching the program.

Selectman D'Innocenzo moved that the Board of Selectmen approve the Library Services and Technology Act Direct Grant Program award in the amount of \$7,500; Selectman White seconded. No discussion. VOTE: 4-0-0. [Selectman Trindade had not yet arrived.]

Public Comments:

A Highland Street resident identifying himself as Jeff expressed concern about the proposed Exelon expansion, noting he has done a lot of research to find out more and help promote awareness. A study just released in *Science Daily* published by the Harvard School of Public Health might provide additional information. He asked that the Board as well as the consultants review the document. He is also concerned about the signing of a PILOT agreement before the public forum takes place. A lot of facts need to be reviewed. He questioned whether the Board is concerned about the health and wellbeing of the community and asked the Selectmen to take their time evaluating all the facts on the expansion, not just the money it could bring in.

A Highland Street resident identifying herself as Heather stated she has lived in Medway for 12 years. She expressed concern that the agreement will be signed before the public forum and finds that disturbing. This expansion protects neither the health of Medway citizens nor the environment.

Mr. Brian Adams, 2 Milford Street, submitted for public record an article out of *Bloomberg Business*. He said they moved here because they like the historic district and the Medway's cleaner environment. He listed numerous concerns, explaining that he will write to the Siting Board to express them. He asked the Board to oppose the expansion, pointing out that it does not protect natural resources or the environment, nor does it have the best interests of the residents in mind.

1
2 Mr. John Codman, 405 Village Street, stated he lives approximately 1/3 mile from the power plant,
3 noting that he has owned stock in the company since 1987, even before it became Exelon. This was at a
4 time when nuclear power plants were popular, and he bought the stock because he believed in the
5 concept. Now Exelon is building fossil fuel plants. He is directly downwind from the plant, and if the
6 plant is built, he will leave Medway. He is positive his property value will not be maintained if the plant
7 expansion goes forward. He hopes that the Town or state will provide mitigation should property values
8 suffer. Exelon's position is that people are already living near the power plant so the expansion will not
9 have much impact on property values.

10
11 Mr. Doug Sibley, 403 Village Street, acknowledged that the use of diesel fuel in the plant will help lower
12 utility bills across the state, but stated he believes that Medway will suffer from this process. He briefly
13 reviewed his position on the expansion, most notably that one of his children suffers from asthma and
14 this may make it worse. He urged that the Board delay a vote on the Host Community agreement and
15 the PILOT agreement until the public has had a chance to speak. Additional revenue to the Town does
16 not make up for the damage to air quality.

17
18 Mr. Brian Gagnon theorized that voting on the agreements tonight is a disservice to the Town. He asked
19 if documents are signed whether there would be any recourse if the Town changes its mind after the
20 public forum. Mr. Boynton responded that signing tonight allows the Board to put into play the
21 mitigation that would be due the Town if the expansion is permitted to go forward in Medway. The
22 consultants have weighed in on these agreements which provide a place to start negotiating. Attorneys
23 have also played a great part in developing these agreements from both a legal and technical
24 standpoint. Additionally, the Siting Board does not provide (nor accept) public opinion polls in its
25 processes. The work that this Board is doing is intended to protect the Town. Mr. Gagnon urged the
26 Board to take its time and hear what the public has to say before moving forward. Selectman Crowley
27 urged Mr. Gagnon to attend the public forum where the consultants will explain what the maps and
28 other documents represent to avoid misconception and misunderstanding.

29
30 Mr. Chris Ash, 43 Cedar Farm Road, reported that he enjoyed time at the soccer fields recently and got a
31 feel of what the community has to offer. He and his family moved to Medway six years ago looking for a
32 sense of community. He expressed concern that many people in town do not know this is happening.
33 He urged the Board to postpone the signing of the agreements until after the public forum. One week
34 of delay will not hurt. If this plant is built, there will be a lot more particulates entering the atmosphere.

35
36 Ms. Traci Stewart stated that six generations of her family have lived here. People did not know about
37 this project and did not learn about it until the letter came out. She expressed concern about how the
38 project has been publicized and communication with residents. She asked that the Board table the host
39 agreement until it hears what people have to say on Wednesday evening. The well has not been given a
40 permit by the Board of Health, although she did not know who governs that. She wondered who keeps
41 track of how many gallons will be used and if it is too much. She asked if there is a timeline that
42 residents can see.

43
44 A Willow Tree Road resident stated he did not see a disadvantage in postponing the agreement. People
45 should be able to weigh in on some components, i.e., property value fund, sunset clause, etc. He
46 expressed concern about speed of permit issuance and the potential water use. It is early in the process
47 and things can still change.

48

1 Mr. John Codman said he did not realize that a well was proposed for the property. He asked how they
2 would be able to use that much water out of a well and not affect private wells in the area. He
3 suggested consideration of some kind of mitigation if problems with wells are the result.

4
5 Another resident identifying herself as Rachel asked the Board to please slow down and consider the
6 environmental aspects. She expressed concern for the traffic in and out of the site, both during
7 construction and after. She asked about the storm runoff, impact on the roadways, and the storage of
8 chemicals onsite.

9
10 Mr. Paul Mahoney stated he is in support of the expansion though he acknowledged that the residents
11 have expressed good ideas. He emphasized the fact that the use of new natural gas turbines is part of
12 an initiative from the EPA, preferable to the coal-fired plants that are currently in existence. The federal
13 government's "greening" initiative is bringing these plants forward. There has already been a plant here
14 for at least 30 years, and this is an upgrade to the existing facility. Mr. Mahoney admitted he is not in
15 the know about a lot of things, but he knew about this. Exelon hosted a booth at Medway Pride Day this
16 year. He said the EPA wants to limit greenhouse gas, and it has become a NIMBY issue (Not In My Back
17 Yard). It is a fact of life that everyone will have to live with until there is a completely green solution.
18 The revenue that comes to the Town will go a long way toward preserving and improving the things the
19 community already has. Mr. Mahoney thanked the Board for all the work it has done to get the most
20 out of Exelon.

21
22 **Approval – Notice of Grant Award – Sustainable Materials Recovery Program Grant - \$5,000:**

23 *The Board reviewed a Notice of Grant Award, dated October 13, 2015.*

24
25 Mr. Boynton stated this is an annual grant received from DEP. The funds will be used for public
26 outreach and equipment to support collection, bins, roll off containers, etc.

27
28 **Selectman Trindade moved that the Board of Select men approve the Sustainable Materials Recovery**
29 **Program grant award from Massachusetts Department of Environmental Protection in the amount of**
30 **\$5,000; Selectman D'Innocenzo seconded. No discussion. VOTE: 5-0-0.**

31
32 **Discussion/Vote – Exelon Project Host Community and PILOT Agreements:**

33 *The Board reviewed the following information: (1) Host Community Agreement between Town of*
34 *Medway and Exelon West Medway II, LLC; and (2) Payment in Lieu of Taxes [PILOT] Agreement between*
35 *Town of Medway and Exelon West Medway II, LLC.*

36
37 Mr. Boynton explained that these agreements were generated by the Town's legal team and consultants.
38 Historically, the Siting Board has not denied peaker plants. The relevant discussion falls to what is the best
39 leverage of the Town and what mitigation can be put into place. He noted the discussion on property
40 value impact has made it into only a couple of host community agreements. If the Town were to take a
41 position of non-support, it loses the right to enact any kind of mitigation if the expansion goes forward.
42 Each component was considered based on what department would be necessary to track compliance, and
43 what factors are enforceable. The Town may impose certain rules and requirements on Exelon should the
44 expansion be permitted. A host community agreement is always to protect the Town; it does not move
45 the project forward any faster. He added that people can write letters to the Siting Board.

46
47 It was clarified that any PILOT agreement has to be approved at Annual Town Meeting before it is
48 forwarded to the Department of Revenue for review and approval.

DRAFT

1
2 Selectman Trindade stated he went back and read a lot of Siting Board decisions, noting that they were
3 based on a number of factors, including whether there was an existing site, proximity to gas supply and
4 proximity to the energy grid. The Siting Board's job is to make sure that the state has the energy
5 infrastructure that the state needs to meet supply, as well as meet the laws of the Commonwealth.
6 Exelon does not have to agree to a host community agreement or a PILOT agreement.
7

8 Selectman D'Innocenzo pointed out that the Board is not saying where the plant will be as that decision
9 is made by the EFSB. The purpose of this agreement is to protect things that the Town is concerned
10 about.
11

12 Selectman White asked for clarification on the impact of a delay in signing the agreement. Mr. Boynton
13 stated that the agreement is between the Town and Exelon. It is unclear if there would be any problem
14 in waiting. Two reasons to hold off might be (1) a perception that enough people will attend to
15 persuade the Town to change its direction and (2) that something new comes up that would prompt
16 renegotiation. The Town was able to prevail on some important things contained within the agreement,
17 such as protecting water usage, even though the agreement does not indicate endorsement of the
18 project. The agreement does not expedite the permitting process; the permitting boards will be able to
19 use their statutory powers to fully evaluate the components of each application. The Board wanted to
20 be able to say it knows the following things have been agreed to. Exelon has signed the agreement.
21

22 Ms. Stewart asked again to postpone signing the agreement as there may be new information
23 Wednesday night.
24

25 Mr. Boynton stated that the consultants have indicated that the components of the agreement are not
26 harmful to the Town. Selectman Crowley stated that the Board pushed Exelon to sign the agreement so
27 that it could be brought to the residents at the public forum. Otherwise, there would have been little
28 information to share. The Board could not have told the other side of the story, and another public
29 forum would have to be held.
30

31 Mr. Adams emphasized that we are only asking for another week or so and asked the Board to give that
32 week in order to listen to citizens.
33

34 Mr. Boynton clarified that the desire of the Board is to provide information at the forum. People may
35 speak against the expansion, but the most the Town can do on that front is submit that information to
36 the EFSB.
37

38 Selectman Trindade noted that every state has one of these boards. The EFSB can overrule any decision
39 the Town makes. The EFSB hearing starts in December. The likelihood that the Town would prevail in
40 any lawsuit is miniscule. The host agreement provides revenue and other things to help protect the
41 community. Everyone here can contact members of the EFSB. Selectman Trindade encouraged
42 residents to read the EFSB rules and procedures. The EFSB is charged with making sure that the state
43 has enough energy to meet the demand.
44

45 Selectman Crowley stated that the EFSB has never chosen not to issue a license for a "peaker" plant.
46 Over the last few years, this plant has averaged a mere 80 hours of operation in a year. Mr. Boynton
47 added that the turbines are not designed to run 24 hours a day, seven days a week. This is a quick-start

1 plant, up to fully functional status within 10 minutes. To be a full blown power plant, it would be a
2 combined cycle plant.

3
4 Selectman Crowley pointed out that the Board has been working on this for five months with over 250
5 questions submitted to the consultants. Ms. Stewart commented that opposition is not necessarily the
6 goal but the Board should be open to the possibility of new questions from residents. There could be
7 new information that would benefit the host agreement.

8
9 Selectman Crowley responded that the Board anticipated which departments and permits would be
10 necessary, a process which would take several months to finalize. If any one of those boards rules
11 against them on a legal point, Exelon can simply go to the EFSB to overrule it.

12
13 Chairman Foresto stated he had the opportunity to speak with Medway's special counsel to ask if the
14 Board had any options to stop the project if it did not want the expansion. He was informed the Town
15 has no basis at all to stop this. Further, the special counsel would not take the case if the Town tried to
16 do so.

17
18 **Selectman Trindade moved that the Board of Selectmen vote to execute the *Host Community***
19 ***Agreement between the Town of Medway and Exelon West Medway II, LLC; Selectman White***
20 **seconded. No discussion. VOTE: 5-0-0.**

21
22 **Vote – Fall Town Meeting Warrant Article Recommendations:**
23 *The Board reviewed the revised Fall Town Meeting Warrant.*

24
25 At this time, Mr. Boynton summarized each article and the Board voted its recommendation on each.

26
27 **Selectman Trindade moved that the Board recommend Article 1: Fiscal Year 2016 Operating Budget**
28 **Transfers, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

29
30 **Selectman Trindade moved that the Board recommend Article 2: Purchase Dump Truck, as presented;**
31 **Selectman D’Innocenzo seconded. Brief discussion followed on Article 2 with the following amended**
32 **wording proposed by Selectman Trindade: “To see if the Town will vote to transfer from free cash the**
33 **sum of \$165,000 for the purpose of funding the purchase of a dump truck and associated equipment,**
34 **said appropriation to be expended by June 30, 2016, with unexpended funds as of June 20, 2016 being**
35 **returned to the General Fund, or to act in any manner relating thereto” and to add the revised Article to**
36 **the Warrant. Selectman White seconded the amendment. No discussion. VOTE: 5-0-0.**

37
38 **Selectman Trindade moved that the Board recommend Article 3: Repair Winthrop Street Culvert, as**
39 **presented; Selectman D’Innocenzo seconded. After brief discussion, Selectman Trindade moved that**
40 **the words “raise and appropriate, borrow or transfer from available funds” be changed to “transfer**
41 **from free cash” and to add the revised article to the Warrant; Selectman D’Innocenzo seconded the**
42 **amendment. No further discussion. VOTE: 5-0-0.**

43
44 **Selectman Trindade moved that the Board recommend Article 4: Repurpose Funds – Water Meter**
45 **Replacement Project to Water Main Replacement Project, as presented; Selectman D’Innocenzo**
46 **seconded. No discussion. VOTE: 5-0-0.**

1 **Selectman Trindade moved that the Board recommend Article 5: Repurpose Funds – Athletic Fields**
2 **Project to High School Baseball Field Improvements, as presented; Selectman D’Innocenzo seconded.**
3 **No discussion. VOTE: 5-0-0.**

4
5 **Selectman Trindade moved that the Board recommend Article 6: Repurpose CPA Funds – Water**
6 **Meter Replacement Project to Water Main Replacement Project, as presented; Selectman**
7 **D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

8
9 **Selectman Trindade moved that the Board recommend Article 7: Land Acquisition – 54R Adams**
10 **Street, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

11
12 **Selectman Trindade moved that the Board recommend Article 8: CPA Appropriation – Ecological**
13 **study of Adams Street Area, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-**
14 **0-0.**

15
16 **Selectman Trindade moved that the Board recommend Article 9: CPA Appropriation – Trail Design**
17 **and Engineering, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 4-1-0 –**
18 **Selectman Crowley opposed.**

19
20 **Mr. Crowley said he had a real problem with the trail going behind Larussi Way. He wants to see a map**
21 **and where the trail is intended to go. Mr. Trindade said this article is to fund the engineering study to**
22 **form a trail. There will be input from the community and applicable boards and commissions as to its**
23 **path. Additionally, funding would need to be voted a future Town Meeting in order to construct the**
24 **trail.**

25
26 **Selectman Trindade moved that the Board recommend Article 10: CPA Appropriation -- Storywalk, as**
27 **presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

28
29 **Selectman Trindade moved that the Board recommend Article 11: CPA Appropriation – Update Parks,**
30 **Open Space and Athletic Fields Master Plan, as presented; Selectman D’Innocenzo seconded. No**
31 **discussion. VOTE: 5-0-0.**

32
33 **Selectman Trindade moved that the Board recommend Article 12: Repurpose Funds – Water Meter**
34 **Replacement Project to Water Main Replacement Project, as presented; Selectman D’Innocenzo**
35 **seconded. No discussion. VOTE: 5-0-0.**

36
37 **Selectman Trindade moved that the Board recommend Article 13: Prior Year Bills, as presented;**
38 **Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

39
40 **Selectman Trindade moved that the Board recommend Article 14: Amend General Bylaw – Penal**
41 **Laws, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

42
43 **Selectman Trindade moved that the Board recommend Article 15: Amend General Bylaws – Affordable**
44 **Housing Trust, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

45
46 **Selectman Trindade moved that the Board recommend Article 16: Street Acceptance – Pine Meadow**
47 **Road and Lantern Lane, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**
48

1 **Selectman Trindade moved that the Board recommend Article 17: Amend Zoning Bylaw – Additional**
2 **Definitions, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

3
4 **Selectman Trindade moved that the Board recommend Article 18: Revise Zoning Bylaws –**
5 **Nonconforming Uses and Structures, as presented; Selectman D’Innocenzo seconded. No discussion.**
6 **VOTE: 5-0-0.**

7
8 **Selectman Trindade moved that the Board recommend Article 19: Amend Zoning Map – Multifamily**
9 **Overlay District, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

10
11 **Selectman Trindade moved that the Board recommend Article 20: Amend Zoning Bylaws – Design**
12 **Review Process, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

13
14 **Selectman Trindade moved that the Board recommend Article 21: Amend Zoning Bylaw – Sign**
15 **Regulations, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

16
17 **Selectman Trindade moved that the Board recommend Article 22: Amend Zoning Bylaw – Schedule of**
18 **Uses Table, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

19
20 **Selectman Trindade moved that the Board recommend Article 23: Amend Zoning Bylaw – Registered**
21 **Marijuana Dispensary Host Community Agreement, as presented; Selectman D’Innocenzo seconded.**
22 **No discussion. VOTE: 5-0-0.**

23
24 **Selectman Trindade moved that the Board recommend Article 24: Amend Zoning Bylaw – Home**
25 **Based Business, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

26
27 **Selectman Trindade moved that the Board recommend Article 25: Amend Zoning Bylaw – Adaptive**
28 **Use Overlay District, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

29
30 **Approval – One-Day Liquor License Application:**

31 *The Board reviewed the following information: (1) Application from Chase Barrett for Thayer Homestead,*
32 *October 31, 2015; and (2) Memorandum from Police Chief. It is noted that the Town Administrator’s*
33 *Office is still awaiting information on insurance coverage and will withhold license until all*
34 *documentation is in order.*

35
36 **Selectman D’Innocenzo moved that the Board approve one-day wine & malt license for Chase Barrett**
37 **subject to fulfillment of the Police Chief’s recommendations, when received, and receipt of required**
38 **insurance documentation; Selectman Trindade seconded. No discussion. VOTE: 5-0-0.**

39
40 **Action Items from Previous Meeting:**

41 *The Board reviewed the Action Item List.*

42
43 After brief discussion, it was agreed that #9 – Review Master Plan could be removed.

44
45 **Approval of Warrants:**

46 *The Board reviewed Warrants 16-17S, 16-17SP and 16-17P.*

1 Selectman D’Innocenzo, Clerk, read aloud Warrants 16-17S, 16-17SP and 16-17P, dated 10/22/15,
2 presented for approval:
3
4

5	16-17S	School Bills	\$ 288,144.46
6	16-17P	Town Payroll	\$ 308,104.41
7	16-17SP	School Payroll	<u>\$ 800,476.28</u>
8		TOTAL	\$1,396,725.15

9
10 **Selectman Trindade moved that the Board approve the Warrants, as read; Selectmen White**
11 **seconded. No discussion. VOTE: 5-0-0.**

12
13 **Approval of Minutes:**

14 *The Board reviewed draft meeting minutes from Selectmen meetings held on June 15, 2015; July 14, 2015;*
15 *July 14, 2015 (Joint meeting with Planning and Economic Development Board); July 14, 2015; July 20, 2015;*
16 *August 12, 2015; and August 17, 2015.*

17
18 Review of the minutes was postponed.
19

20 **Town Administrator’s Report:**

21 Mr. Boynton opted to postpone his report.
22

23 **Selectmen’s Reports:**

24 Selectman White announced that Medway Animal Control Officer Brenda Hamblin was named Animal
25 Control Officer of the Year by the MSPCA. Only one individual is selected each year in Massachusetts.
26 Brief discussion followed on this honor.
27

28 Chairman Foresto extended congratulations to the Water Department on their rebate program.
29

30 It was reiterated that the public forum on the proposed Exelon expansion is Wednesday, October 21 at
31 the high school at 7 PM. The intent is to share information with as many residents as possible.
32

33 **At 9:15 PM Selectman Trindade moved to adjourn; Selectman D’Innocenzo seconded. No discussion.**
34 **VOTE: 5-0-0.**
35

36
37 Respectfully submitted,
38 Jeanette Galliardt
39 Night Board Secretary

**Board of Selectmen’s Meeting
November 23, 2015, 6:30 PM
Sanford Hall, Town Hall
155 Village Street**

Present: John Foresto, Chair; Maryjane White, Vice Chair; Richard D’Innocenzo, Clerk (6:37 PM); and Dennis Crowley, Member.

Absent: Glenn Trindade, Member.

Staff Present: Michael Boynton, Town Administrator; Allison Potter, Assistant Town Administrator; David D’Amico, Deputy Director, Department of Public Services; Susy Affleck-Childs, Planning and Economic Development Coordinator; Doug Havens, Community Housing Coordinator; Bob Weiss, Energy Manager.

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

At 6:31 PM Selectman Crowley moved that the Board enter into Executive Session under Exemption 3 to discuss strategy with respect to litigation [4-5 Kingson Lane] and Exemption 6 to consider the purchase, exchange, lease or value of real property [4-5 Kingson Lane and 6 Industrial Park Road] as discussion of both matters in an open meeting may have detrimental effect on the litigating and negotiating position of the Town, if the chair so declares that an open meeting may have such a detrimental effect, and to return to open session thereafter; Selectman White seconded. The chair did so declare. No discussion. Roll call vote: 4-0-0 (Crowley, aye; D’Innocenzo, aye; Foresto, aye; White, aye).

At 7:12 PM Chairman Foresto reconvened Public Session.

Public Comments:

A Summer Hill resident expressed concern for the recent filing of questions in conjunction with the proposed Exelon expansion. What would be the process in responding to those questions? Mr. Boynton responded that Friday, December 4, is the deadline. Brief discussion followed on process to call Special Town Meeting, signatures required, and an appropriate warrant article. Mr. Boynton pointed out that the Town has no jurisdiction on exemptions granted by the Zoning Board of Appeals as requested by the Siting Board. Other than a referendum, the only thing that could come to Town Meeting is an article to amend an existing Zoning Bylaw.

As the chief executive of the Town, the Board of Selectmen can offer opinion on a proposed exemption. They have already acted on a host agreement on behalf of the Town. Discussion followed on obtaining opinion from special counsel, Attorney Bernstein. The Board has not seen the questions yet, so will need to meet Monday, December 1 to review them.

Responding to a question from Selectman Crowley, Mr. Boynton confirmed that the Siting Board has the opportunity to override a denial if the ZBA denies the waiver on height.

1 The resident asked why the Board was exhibiting such animosity toward public comments. Chairman
2 Foresto responded that the Board has been listening for 20 minutes. Mr. Boynton pointed out that the
3 Board has spent countless hours reviewing information and listening to legal counsel on the appropriate
4 fashion to protect the Town's best interests. The Board took a stance to protect the Town and shared
5 this at the public forum.

6
7 Mr. Charlie Myers, Curtis Lane, thanked everyone for their hard work, noting that he appreciated the
8 explanation of the process. On the issue of additional terms, he would like to see some language on
9 stack heights. How do we communicate our thoughts? Mr. Boynton asked that residents send their
10 questions and concerns to him so that he can forward them to Attorney Bernstein for proper legal
11 format. Will there be any outreach to committees on Master Plan and Zoning issues? Brief discussion
12 followed on sound wall setback and stack height. Mr. Myers indicated he would prefer the higher stack
13 height of 180 feet as it would help to reduce particulates closer to the ground. Discussion followed. Mr.
14 Boynton thanked him for his questions and input. It is a tug-of-war situation, balancing technical
15 information with resident requests.

16
17 Ms. Heather Hill, Highland Street, theorized that, if the EFSB is asking for opinions, they must be
18 interested. She asserted that, if most of the residents are against it, the Board is not really representing
19 the Town. Selectman Crowley pointed out that the Board of Selectmen cannot influence the Planning
20 Board or Zoning Board of Appeals in this or any other permitting process.

21
22 Ms. Tracy Stewart stated that one of the discussions on the Host Community Agreement was about
23 zoning variances, so how can the Board say it has no power. Mr. Boynton clarified that the Siting Board
24 can rule on the plan without going to the ZBA. However, there must be a site plan and conversation
25 relative to wetland issues, but the state can override local decisions. What is before the Planning Board
26 is truck routes, dust control, etc. The Conservation Commission will have purview over the wetland
27 issues with the filing of an ANRAD and a Notice of Intent.

28
29 **Appointment – Capital Improvement Planning Committee, Kelly O'Rourke:**

30 At this time, Chairman Foresto reported that a vacancy has occurred on the Capital Improvement
31 Planning Committee and a candidate, Kelly O'Rourke, has come forward. Brief discussion followed on
32 Ms. Rourke's qualifications and current work with the committee.

33
34 **Selectman Crowley moved that the Board appoint Kelly O'Rourke to the Capital Improvement
35 Planning Committee for a period of time remaining on a term to end on June 30, 2017; Selectman
36 White seconded. No discussion. VOTE: 4-0-0.**

37
38 **Donation Acceptance and Authorization to Expend Donation Funds – Route 109 Pocket Parks, Up to
39 \$30,000:**

40 *The Board reviewed the Donation Notice Form, dated 11/19/15.*

41
42 Mr. David D'Amico, Deputy Director, Department of Public Services, reported that the department has
43 constructed one pocket park on Mechanic Street. Mr. Fred Sibley designed it, and some contributions
44 have been donated for it. There are two other potential sites that can be developed with donations of
45 materials and labor in addition to a grant of \$2,300 and a donation of \$1,000.

1 **Selectman D’Innocenzo moved that the Board accept donations to support the Route 109 pocket**
2 **parks and the expenditure of said donations not to exceed \$30,000; Selectman White seconded. No**
3 **discussion. VOTE: 4-0-0.**

4
5 **Acceptance of Deed from Charles River Village LLC:**

6 *The Board reviewed the following information: (1) Memorandum dated November 13, 2015 from Susy*
7 *Affleck-Childs, Planning and Economic Development Coordinator; (2) Definitive OSRD Layout Plan entitled*
8 *“Charles River Village” prepared by Faist Engineering, Inc., and revised May 30, 2013; and (3) Quitclaim*
9 *Deed.*

10
11 Ms. Susy Affleck-Childs, Planning and Economic Development Coordinator, stated that this is a request
12 to agree to accept an open space parcel at the Charles River Village Development, noting that the Board
13 approved this development several years ago. The background materials were included in the meeting
14 materials packet for tonight’s meeting. She added that the Conservation Commission has already
15 accepted the deed; now the Selectmen need to accept it as well.

16
17 It was noted that the Conservation Commission will have the stewardship of the parcel. Ms. Affleck-Childs
18 explained how the process works, and that separate acceptances are necessary.

19
20 **Selectman Crowley moved that the Board of Selectmen accept the deed from Charles River Village LLC**
21 **to convey to the Town of Medway, the 4.18 acre Open Space Parcel B as shown on the definitive Plan**
22 **Charles River Open Space Residential Development, last revised May 30, 2013, also known as 0 Charles**
23 **View Lane, Parcel 70-002-0100, for the purposes of conservation and open space.; Selectman White**
24 **seconded. No discussion. VOTE: 4-0-0.**

25
26 **Street Acceptances – Pine Meadow Road and Lantern Lane:**

27 *The Board reviewed an Order of Acceptance prepared by Attorney Amanda Zuretti of Petrini & Associates.*

28
29 Ms. Affleck-Childs stated that this is the last step in the street acceptance process. Town Meeting has
30 already voted acceptance. Once signed, this document will be recorded at the Registry along with the
31 Mylar plan.

32
33 **Selectman White moved that the Board of Selectmen order the acceptance of Pine Meadow Road and**
34 **Lantern Lane in their entireties pursuant to Article 16 of the November 16, 2015 Fall Town Meeting**
35 **and Chapter 387 of the Acts of 2011, and direct that the Order of Acceptance, together with original**
36 **street acceptance plans, be recorded at Norfolk County Registry of Deeds within 30 days of the Town**
37 **Meeting vote, in accordance with the provisions of said Chapter 387; Selectman D’Innocenzo**
38 **seconded. It was noted that the Planning Board will sign the plan at its meeting tomorrow evening.**
39 **No further discussion. VOTE: 4-0-0.**

40
41 **Authorization of Chairman to Execute Green Communities Annual Report:**

42 *The Board reviewed the following information: (1) Memorandum prepared by Bob Weiss, Energy*
43 *Manager; and (2) Medway’s Green Communities Annual Report.*

44
45 Mr. Bob Weiss, Energy Manager, stated he was presenting Medway’s annual report for year six as a
46 designated Green Community. He noted that the Town’s energy consumption has increased the last
47 three years. Analysis is necessary to determine the causes and develop a better management plan.

1 There will be opportunity to secure another grant at the schools next year based on reduction in
2 consumption.

3
4 Responding to a question from Chairman Foresto, Mr. Weiss stated the report does impact the next
5 grant cycle, especially if we can resolve the issues and improve the usage. He added that input from the
6 Energy Committee will impact the nature of the major initiatives toward decreasing consumption.

7
8 Mr. Charlie Myers asked if the report includes the Town Meeting action that was approved. Does it also
9 include the meter usage and where that water meter is? Discussion followed. This past severe winter
10 affected the solar capability from the schools.

11
12 **Selectman D’Innocenzo moved that the Board authorize the chairman to execute the Green**
13 **Communities annual report as presented; Selectman White seconded. Responding to a question from**
14 **Selectman Crowley, Mr. Weiss stated that the Energy Committee has reviewed this but there is**
15 **nothing formal for them to do regarding it. Chairman Foresto suggested the Energy Committee vote**
16 **on the annual report and urged Mr. Weiss to hold a meeting of the committee to address this.**
17 **Selectman D’Innocenzo amended his motion to add the words “after approval by the Energy**
18 **Committee”; Selectman White seconded the amendment. No discussion. VOTE: 4-0-0 on amended**
19 **motion.**

20
21 **Authorization of Town Administrator to Execute Contract Amendment with Compass Project**
22 **Management, Inc. Relative to the New DPS Facility, \$42,900:**

23 *The Board reviewed the following information: (1) Proposed Contract Amendment #1; (2) OPM Contract*
24 *Expense Sheet; and (3) Original contract.*

25
26 Mr. Boynton explained that this topic was discussed at length in executive session.

27
28 **Selectman D’Innocenzo moved that the Board authorize the Town Administrator to execute contract**
29 **amendment #1 with Compass Project Management in the amount of \$42,900; Selectman White**
30 **seconded. No discussion. VOTE: 3-1-0 Crowley opposed for reasons expressed in Executive Session.**

31
32 **Approval – One-Day Liquor License Applications:**

33 *The Board reviewed applications and recommendations from the Police Chief relative to events at the*
34 *Thayer Homestead on the following dates: (1) Brooke Cassidy/Medway High School Class of 2010,*
35 *November 25, 2015; (2) William Lambirth, November 29, 2015; (3) Todd Elliott/Medway Holiday Mish*
36 *Mash Fundraiser, December 4, 2015; and (4) Gregg Katz, September 4, 2016.*

37
38 **Selectman D’Innocenzo moved that the Board approve one-day all alcohol licenses for Brooke Cassidy,**
39 **William Lambirth, Gregg Katz and Todd Elliott for their events to be held at the Thayer Homestead**
40 **subject to fulfillment of the Police Chief’s recommendations and receipt of required insurance**
41 **documentation; Selectman White seconded. No discussion. VOTE: 4-0-0.**

42
43 **Action Items:**

44 Review of the Action Items was postponed until the full Board could be present.

45
46 **Approval of Warrants:**

47 *The Board reviewed Warrant 16-22.*

1 Selectman D’Innocenzo, Clerk, read aloud Warrant 16-22, dated 11/25/15, submitted for approval:

2
3 Town Bills \$822,428.95
4 TOTAL \$822,428.95
5

6 **Selectman D’Innocenzo moved that the Board approve the Warrant as read; Selectman White**
7 **seconded. No discussion. VOTE: 4-0-0.**

8
9 **Approval of Minutes:**

10 *The Board reviewed draft minutes from August 17, 2015 and August 31, 2015.*

11
12 **Selectman Crowley moved that the Board approve the meeting minutes from August 17, 2015 and**
13 **August 31, 2015, as presented; Selectman White seconded. No discussion. VOTE: 4-0-0.**

14
15 **Town Administrator’s Report**

16 Mr. Boynton reported that the Fire Department bucket truck is permanently out of commission. A
17 replacement needs to be located, hopefully at a cost somewhere in the \$30,000 – 40,000 range. He
18 noted that he asked Chief Lynch to work with the Department of Public Services on securing a
19 replacement, and then proceed with a funds transfer. Ideally, a pre-owned vehicle is preferable to new.

20
21 Mr. Boynton reminded the Board of the following:

- 22 ➤ The FY17 budget policy and projections will be issued on December 7;
- 23 ➤ Christmas Parade & Fireworks will be Saturday evening; and
- 24 ➤ Town offices will be closing at noon the day before Thanksgiving and will remain closed until
25 Monday, November 30.

26
27 **Selectmen’s Reports**

28 Selectman D’Innocenzo extended kudos to the girl’s soccer team on their recent achievement, and to
29 the Town for its support.

30
31 Selectman Crowley concurred, noting that Medway played a strong game of soccer, and there was great
32 community support.

33
34
35 **At 8:16 PM Selectman Crowley moved to adjourn; Selectman White seconded. No discussion.**
36 **VOTE: 4-0-0.**

37
38
39 Respectfully submitted,
40 Jeanette Galliardt
41 Night Board Secretary

AGENDA ITEM #11

Town Administrator's Report

AGENDA

ITEM #12

Selectmen's Reports