

## **Board of Selectmen**

*John A. Foresto, Chair*

*Maryjane White, Vice-Chair*

*Richard A. D'Innocenzo, Clerk*

*Dennis P. Crowley*

*Glenn D. Trindade*



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# **TOWN OF MEDWAY**

## **COMMONWEALTH OF MASSACHUSETTS**

### **Board of Selectmen's Meeting**

**March 7, 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. Discussion – Road and Sidewalk Master Plan
2. Review – Fiscal Year 2017 Capital Budget Recommendations
3. Public Hearing (7:30PM) – Joint Pole Location Petition – Main Street
4. Vote Articles and Recommendations – May 9 Special and Annual Town Meeting Warrants (except those submitted by the Planning and Economic Development Board)
5. Discussion – Inter-Municipal Agreement – Mutual Aid – Police
6. Approval – Common Victualler License Transfer – Medway Village Pizza
7. Vote to Terminate – Summer Recreation Program – Inter-Municipal Agreement – Franklin
8. Discussion – Fire Pole Disposition
9. Approval – One-Day Liquor License Applications
  - a) Dianne Smith – Thayer Homestead – March 11, 2016
  - b) Denise Centola – Thayer Homestead- March 19, 2016
  - c) Holliston Lions – St. Joseph's Hall – March 19, 2016
  - d) Amy Gilooly – Thayer Homestead – March 20, 2016
10. Approval –Project Funding Agreement Contract Amendment – John D. McGovern School
11. Discussion - Choate Park/Recreation Facility Improvements
12. Action Items from Previous Meeting
13. Approval of Warrants
14. Approval of Minutes
15. Town Administrator's Report
16. 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.*

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Upcoming Meetings, Agenda and Reminders

March 21, 2016 ---- Regular Meeting

April 4, 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**

**Discussion – Road and Sidewalk Master Plan**

**Associated backup materials attached:**

- Road and Sidewalk Master Plan
- FY16/FY17 Roadway Project Funding
- FY15 Roadway Project Funding
- FY14 Roadway Project Funding

USE CODE	OWNERSHIP	STREET NAME	AVERAGE PAVE SCORE	LENGTH (FT)	ROAD COSTS	SIDEWALK COST (Red=Priority)	TOTAL COST	ADD NEW SIDEWALK (excl. ROW)
CONNECTOR	ACPT	VILLAGE STREET-HiHol	37	7,713	\$ 616,445	\$ 721,861	\$ 1,338,305	
CONNECTOR	ACPT	VILLAGE STREET-HoEast	56	5,933	\$ 267,904	\$ 402,310	\$ 670,214	
CONNECTOR	ACPT	VILLAGE STREET-HiWest	94	4,785	\$ -	\$ 55,251	\$ 55,251	\$ 450,000 Connect Franklin to Main
CONNECTOR	ACPT	MAIN STREET-RichCof	46	2,538	\$ 137,098	\$ 47,566	\$ 184,663	
CONNECTOR	ACPT	MAIN STREET-Business	74	8,010	\$ -	\$ -	\$ -	
CONNECTOR	ACPT	MAIN STREET-CofEast	89	1,486	\$ -	\$ -	\$ -	
CONNECTOR	ACPT	MAIN STREET-West	84	4,053	\$ -	\$ 226,777	\$ 226,777	\$ 65,000 Connect Village to Franklin
CONNECTOR	ACPT	HOLLISTON STREET-MainNorth	95	10,010	\$ -	\$ 196,062	\$ 196,062	\$ 150,000 Connect Main to Lovering
CONNECTOR	ACPT	HOLLISTON STREET-MainSouth	91	5,345	\$ -	\$ 326,593	\$ 326,593	
CONNECTOR	ACPT	MILFORD STREET-SumEast	99	2,971	\$ -	\$ 168,956	\$ 168,956	
CONNECTOR	ACPT	MILFORD STREET-SumWest	99	9,689	\$ -	\$ -	\$ -	
CONNECTOR	ACPT	LOVERING STREET	63	12,190	\$ 413,971	\$ 297,945	\$ 711,916	
CONNECTOR	ACPT	CLARK STREET	50	3,847	\$ 97,699	\$ -	\$ 97,699	
CONNECTOR	ACPT	MAPLE STREET	54	2,560	\$ 76,466	\$ -	\$ 76,466	
CONNECTOR	ACPT	SANFORD STREET	43	774	\$ 33,482	\$ -	\$ 33,482	
CONNECTOR	ACPT	FRANKLIN STREET	88	2,076	\$ -	\$ 91,070	\$ 91,070	\$ 65,000 Connect Main to Village
CONNECTOR	ACPT	OAKLAND STREET	70	6,395	\$ -	\$ 111,687	\$ 111,687	\$ 338,000 Connect Village to Main
CONNECTOR	ACPT	POND STREET	99	2,824	\$ -	\$ -	\$ -	
CONNECTOR	ACPT	SUMMER STREET	84	13,816	\$ -	\$ -	\$ -	
CONNECTOR	ACPT	WEST STREET	99	9,574	\$ -	\$ -	\$ -	
CONNECTOR	ACPT	WINTHROP STREET	90	11,765	\$ -	\$ -	\$ -	\$ 80,000 Connect Main to Cassidy Field
NON-CONNECTOR	ACPT	GORWIN DRIVE	38	2,762	\$ 197,215	\$ -	\$ 197,215	
NON-CONNECTOR	ACPT	SADDLE HILL ROAD	27	2,340	\$ 154,743	\$ -	\$ 154,743	
NON-CONNECTOR	ACPT	OAK STREET	14	3,060	\$ 153,018	\$ -	\$ 153,018	\$ 75,000 Connect Main to Thayer House
NON-CONNECTOR	ACPT	DOGWOOD LANE	50	3,502	\$ 150,599	\$ 220,632	\$ 371,231	
NON-CONNECTOR	ACPT	AZALEA DRIVE	44	3,128	\$ 143,244	\$ 178,752	\$ 321,996	
NON-CONNECTOR	ACPT	MERYL STREET	39	1,794	\$ 123,374	\$ -	\$ 123,374	
NON-CONNECTOR	ACPT	KAREN AVENUE	34	1,564	\$ 111,591	\$ -	\$ 111,591	
NON-CONNECTOR	ACPT	LONGMEADOW LANE	21	1,330	\$ 108,961	\$ -	\$ 108,961	
NON-CONNECTOR	ACPT	COFFEE STREET	63	3,964	\$ 100,426	\$ -	\$ 100,426	
NON-CONNECTOR	ACPT	AUTUMN ROAD	60	2,311	\$ 99,432	\$ 145,602	\$ 245,034	
NON-CONNECTOR	ACPT	BROAD STREET	60	2,366	\$ 95,600	\$ 83,650	\$ 179,250	
NON-CONNECTOR	ACPT	KIMBERLY DRIVE	65	2,210	\$ 81,748	\$ -	\$ 81,748	
NON-CONNECTOR	ACPT	VIRGINIA ROAD	33	933	\$ 71,585	\$ -	\$ 71,585	
NON-CONNECTOR	ACPT	WILDWOOD ROAD	18	892	\$ 68,495	\$ 56,184	\$ 124,679	
NON-CONNECTOR	ACPT	CRESTVIEW AVENUE	60	1,687	\$ 67,737	\$ 106,295	\$ 174,032	
NON-CONNECTOR	UNAC	REDGATE DRIVE	68	1,372	\$ 63,200	\$ -	\$ 63,200	
NON-CONNECTOR	ACPT	ROBIN CIRCLE	35	957	\$ 63,116	\$ -	\$ 63,116	
NON-CONNECTOR	ACPT	MEADOW ROAD	64	1,541	\$ 61,590	\$ -	\$ 61,590	
NON-CONNECTOR	ACPT	POPULATIC STREET	68	1,760	\$ 55,028	\$ -	\$ 55,028	
NON-CONNECTOR	ACPT	ROCKWOOD ROAD	51	1,264	\$ 54,170	\$ -	\$ 54,170	
NON-CONNECTOR	UNAC	MARC ROAD	7	1,164	\$ 53,470	\$ -	\$ 53,470	

NON-CONNECTOR	ACPT	MALLOY STREET	70	1,436	\$	53,383	\$	-	\$	53,383
NON-CONNECTOR	ACPT	HENRY STREET	66	1,492	\$	53,176	\$	94,016	\$	147,192
NON-CONNECTOR	ACPT	ASH LANE	48	1,199	\$	51,483	\$	-	\$	51,483
NON-CONNECTOR	ACPT	CIDER MILL ROAD	55	1,270	\$	50,697	\$	-	\$	50,697
NON-CONNECTOR	ACPT	KINGS LANE	65	1,310	\$	50,300	\$	82,541	\$	132,841
NON-CONNECTOR	ACPT	FARM STREET	33	750	\$	49,248	\$	-	\$	49,248
NON-CONNECTOR	ACPT	STALL BROOK ROAD	69	1,254	\$	48,258	\$	79,030	\$	127,288
NON-CONNECTOR	ACPT	KELLEY STREET	67	1,688	\$	47,994	\$	-	\$	47,994
NON-CONNECTOR	ACPT	GABLE WAY	59	1,188	\$	47,571	\$	74,853	\$	122,424
NON-CONNECTOR	ACPT	LAURELWOOD LANE	65	1,115	\$	46,433	\$	140,537	\$	186,970
NON-CONNECTOR	ACPT	HILL STREET	66	1,729	\$	43,994	\$	-	\$	43,994
NON-CONNECTOR	ACPT	HEMLOCK DRIVE	58	1,143	\$	42,510	\$	-	\$	42,510
NON-CONNECTOR	ACPT	LEDGEWOOD ROAD	62	950	\$	42,107	\$	59,865	\$	101,973
NON-CONNECTOR	ACPT	MALLARD DRIVE	20	869	\$	40,502	\$	32,626	\$	73,128
NON-CONNECTOR	ACPT	RICHARD ROAD	68	1,078	\$	40,218	\$	-	\$	40,218
NON-CONNECTOR	ACPT	JAYAR ROAD	70	725	\$	36,213	\$	-	\$	36,213
NON-CONNECTOR	ACPT	WOODLAND ROAD	70	782	\$	36,092	\$	49,248	\$	85,341
NON-CONNECTOR	ACPT	LEE LANE	41	924	\$	34,231	\$	-	\$	34,231
NON-CONNECTOR	ACPT	SPRING STREET	70	784	\$	33,875	\$	49,361	\$	83,237
NON-CONNECTOR	ACPT	LOVERS LANE	57	1,167	\$	31,374	\$	-	\$	31,374
NON-CONNECTOR	ACPT	CAROL LANE	59	756	\$	30,531	\$	-	\$	30,531
NON-CONNECTOR	ACPT	PINE NEEDLE DRIVE	55	731	\$	27,931	\$	-	\$	27,931
NON-CONNECTOR	ACPT	ALGONQUIN AVENUE	38	370	\$	26,267	\$	-	\$	26,267
NON-CONNECTOR	ACPT	MANSION STREET	21	521	\$	26,229	\$	-	\$	26,229
NON-CONNECTOR	ACPT	PADDOCK LANE	47	611	\$	24,444	\$	38,517	\$	62,961
NON-CONNECTOR	ACPT	PEACH STREET	55	757	\$	23,904	\$	-	\$	23,904
NON-CONNECTOR	ACPT	MEMORY LANE	7	594	\$	23,775	\$	37,410	\$	61,185
NON-CONNECTOR	ACPT	BRIDLE PATH WAY	70	632	\$	23,387	\$	-	\$	23,387
NON-CONNECTOR	ACPT	BEATRICE LANE	70	585	\$	21,734	\$	-	\$	21,734
NON-CONNECTOR	ACPT	INDIAN CREEK ROAD	47	489	\$	19,765	\$	-	\$	19,765
NON-CONNECTOR	ACPT	DRYBRIDGE ROAD	58	474	\$	17,812	\$	29,843	\$	47,654
NON-CONNECTOR	ACPT	WARDS LANE	49	982	\$	16,120	\$	-	\$	16,120
NON-CONNECTOR	ACPT	CANAL STREET	50	637	\$	16,084	\$	-	\$	16,084
NON-CONNECTOR	ACPT	HAWTHORNE ROAD	68	413	\$	15,697	\$	26,005	\$	41,702
NON-CONNECTOR	ACPT	SANDERSON STREET	63	549	\$	15,625	\$	-	\$	15,625
NON-CONNECTOR	ACPT	STONE RIDGE ROAD	55	410	\$	15,595	\$	25,830	\$	41,425
NON-CONNECTOR	ACPT	FAWN ROAD	70	340	\$	15,530	\$	-	\$	15,530
NON-CONNECTOR	ACPT	ORCHARD STREET	50	402	\$	15,320	\$	-	\$	15,320
NON-CONNECTOR	ACPT	RIVER STREET	52	522	\$	14,920	\$	-	\$	14,920
NON-CONNECTOR	ACPT	COLE AVENUE	27	300	\$	13,428	\$	-	\$	13,428
NON-CONNECTOR	ACPT	WATERVIEW CIRCLE	60	263	\$	12,122	\$	-	\$	12,122
NON-CONNECTOR	ACPT	FERGUSON STREET	66	285	\$	11,843	\$	-	\$	11,843
NON-CONNECTOR	ACPT	KNOWLTON STREET	63	242	\$	7,657	\$	-	\$	7,657
NON-CONNECTOR	ACPT	ADAMS STREET	99	5,085	\$	-	\$	-	\$	-
NON-CONNECTOR	ACPT	ALDER STREET	93	3,885	\$	-	\$	-	\$	-
NON-CONNECTOR	ACPT	ALEXANDRIA DRIVE	79	998	\$	-	\$	62,883	\$	62,883

NON-CONNECTOR	ACPT	APPLETON WAY	95	499	\$ -	\$ 31,458	\$ 31,458
NON-CONNECTOR	ACPT	AWL STREET	99	657	\$ -	\$ 24,514	\$ 24,514
NON-CONNECTOR	ACPT	BARBER STREET	89	1,499	\$ -	\$ 94,449	\$ 94,449
NON-CONNECTOR	ACPT	BAYBERRY LANE	95	821	\$ -	\$ 51,736	\$ 51,736
NON-CONNECTOR	ACPT	BIRCH BARK ROAD	83	880	\$ -	\$ 55,454	\$ 55,454
NON-CONNECTOR	ACPT	BLUE RIBBON LANE	85	707	\$ -	\$ 44,515	\$ 44,515
NON-CONNECTOR	ACPT	BLUEBERRY HILL ROAD	94	876	\$ -	\$ -	\$ -
NON-CONNECTOR	UNAC	BRAMBLE ROAD	88	1,044	\$ -	\$ -	\$ -
NON-CONNECTOR	UNAC	BRIAR LANE	73	615	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	BRIGHAM STREET	99	636	\$ -	\$ -	\$ -
NON-CONNECTOR	UNAC	BROAD ACRES FARM ROAD	93	3,845	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	BROKEN TREE ROAD	72	3,190	\$ -	\$ 401,963	\$ 401,963
NON-CONNECTOR	ACPT	BUTTERCUP LANE	81	1,364	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	CAMPBELL STREET	95	441	\$ -	\$ -	\$ -
NON-CONNECTOR	UNAC	CANDLEWOOD DRIVE	83	1,032	\$ -	\$ -	\$ -
NON-CONNECTOR	UNAC	CARDINAL CIRCLE	95	776	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	CARRIAGE HOUSE WAY	73	1,249	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	CASSIDY LANE	89	1,752	\$ -	\$ 196,730	\$ 196,730
NON-CONNECTOR	ACPT	CAUSEWAY STREET	83	3,222	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	CEDAR FARMS ROAD	87	4,804	\$ -	\$ 161,302	\$ 161,302
NON-CONNECTOR	ACPT	CENTER STREET	72	1,053	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	CHARLES RIVER ROAD	95	1,775	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	CHARLES STREET	95	754	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	CHEROKEE LANE	92	274	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	CHESTNUT STREET	71	1,155	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	CHURCH STREET	90	138	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	CLAYBROOK FARMS ROAD	84	2,787	\$ -	\$ 88,005	\$ 88,005
NON-CONNECTOR	ACPT	CLOVER LANE	83	994	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	COLONIAL ROAD	86	1,236	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	COTTAGE STREET	87	3,462	\$ -	\$ 165,546	\$ 165,546
NON-CONNECTOR	ACPT	COUNTRY LANE	84	639	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	CROOKS STREET	87	1,097	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	CURTIS LANE	90	728	\$ -	\$ 45,859	\$ 45,859
NON-CONNECTOR	ACPT	CUTLER STREET	94	524	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	CYNTHIA CIRCLE	99	481	\$ -	\$ 30,315	\$ 30,315
NON-CONNECTOR	ACPT	DAFFODIL LANE	96	906	\$ -	\$ -	\$ -
NON-CONNECTOR	UNAC	DEAN STREET	85	1,270	\$ -	\$ 80,017	\$ 80,017
NON-CONNECTOR	ACPT	DEERFIELD ROAD	80	2,592	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	DELMAR ROAD	87	1,529	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	DIANE DRIVE	75	2,153	\$ -	\$ 135,656	\$ 135,656
NON-CONNECTOR	ACPT	DOUGLAS STREET	90	383	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	ELLIS STREET	96	5,285	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	ELM STREET	91	1,518	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	EVERGREEN STREET	90	875	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	FAIRWAY LANE	80	4,155	\$ -	\$ 229,194	\$ 229,194
NON-CONNECTOR	UNAC	FERN PATH	93	872	\$ -	\$ -	\$ -

NON-CONNECTOR	ACPT	FIELD ROAD	90	2,724	\$ -	\$ -	\$ -
NON-CONNECTOR	UNAC	FIRST COLONY	82	273	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	FISHER STREET	94	8,190	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	FLINTLOCKE LANE	99	539	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	FLORENCE CIRCLE	77	2,556	\$ -	\$ 161,058	\$ 161,058
NON-CONNECTOR	ACPT	FOX RUN ROAD	99	2,253	\$ -	\$ 141,954	\$ 141,954
NON-CONNECTOR	ACPT	FULLERBROOK ROAD	99	357	\$ -	\$ -	\$ -
NON-CONNECTOR	UNAC	GOLDENROD DRIVE	87	1,393	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	GRACE TERRACE	90	516	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	GRANITE STREET	83	3,727	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	GRAPEVINE WAY	92	496	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	GREEN STREET	99	216	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	GREEN VALLEY ROAD	99	2,806	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	GROVE STREET	90	422	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	GUERNSEY STREET	96	1,387	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	HARDING ROAD	99	434	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	HAVEN STREET	99	477	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	HICKORY DRIVE	99	1,798	\$ -	\$ 113,251	\$ 113,251
NON-CONNECTOR	ACPT	HIGH STREET	95	1,831	\$ -	\$ 115,380	\$ 115,380
NON-CONNECTOR	ACPT	HIGHLAND STREET	99	3,615	\$ -	\$ 37,443	\$ 37,443
NON-CONNECTOR	ACPT	HILLSIDE COURT	90	333	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	HILLVIEW TERRACE	72	1,017	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	HOLBROOK STREET	84	1,627	\$ -	\$ 102,518	\$ 102,518
NON-CONNECTOR	ACPT	HOMESTEAD DRIVE	90	923	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	HOOKSETT CIRCLE	92	1,856	\$ -	\$ 116,936	\$ 116,936
NON-CONNECTOR	ACPT	HOWE STREET	81	2,562	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	INDUSTRIAL ROAD	95	933	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	IROQUOIS STREET	75	290	\$ -	\$ -	\$ -
NON-CONNECTOR	UNAC	ISLAND ROAD	87	571	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	JOHN STREET	99	344	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	KENART ROAD	97	525	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	KENNY DRIVE	99	768	\$ -	\$ 48,377	\$ 48,377
NON-CONNECTOR	ACPT	KING PHILIP STREET	97	683	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	KOYVIEW PLACE	95	213	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	LAKESHORE DRIVE	85	756	\$ -	\$ 47,611	\$ 47,611
NON-CONNECTOR	ACPT	LEGION AVENUE	82	904	\$ -	\$ 56,956	\$ 56,956
NON-CONNECTOR	ACPT	LEWIS DRIVE	85	710	\$ -	\$ 44,747	\$ 44,747
NON-CONNECTOR	ACPT	LINCOLN STREET	84	2,150	\$ -	\$ 135,455	\$ 135,455
NON-CONNECTOR	ACPT	LOVERING HEIGHTS	79	1,006	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	MANN STREET	99	737	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	MAPLE LEAF LANE	92	580	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	MASSAPOAG STREET	95	675	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	MASSASOIT STREET	92	252	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	MECHANIC STREET	99	582	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	MILLBROOK ROAD	96	585	\$ -	\$ 36,880	\$ 36,880
NON-CONNECTOR	ACPT	MOHAWK STREET	92	700	\$ -	\$ -	\$ -

\$ 260,000 Connect Milford to Summer

NON-CONNECTOR	ACPT	MUSQUIT ROAD	96	307	\$ -	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	NARRAGANSETT STREET	96	272	\$ -	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	NAUMKEAG STREET	95	280	\$ -	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	NEELON LANE	99	403	\$ -	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	NIPMUC STREET	95	266	\$ -	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	NOBSCOT ROAD	83	825	\$ -	\$ 51,983	\$ 51,983	\$ 51,983
NON-CONNECTOR	ACPT	NORFOLK AVENUE	84	1,771	\$ -	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	NORTH STREET	79	2,290	\$ -	\$ 112,681	\$ 112,681	\$ 112,681
NON-CONNECTOR	ACPT	OAKVIEW CIRCLE	71	1,500	\$ -	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	OHLSON CIRCLE	90	2,715	\$ -	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	OLD SUMMER STREET	90	1,273	\$ -	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	OLDE SURREY LANE	84	2,275	\$ -	\$ 143,330	\$ 143,330	\$ 143,330
NON-CONNECTOR	ACPT	OVERLOOK DRIVE	99	835	\$ -	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	PARTRIDGE STREET	81	1,303	\$ -	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	PHEASANT RUN ROAD	99	1,748	\$ -	\$ 110,099	\$ 110,099	\$ 110,099
NON-CONNECTOR	ACPT	PHILLIPS STREET	99	933	\$ -	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	PINE STREET	73	1,052	\$ -	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	PRISCILLA ROAD	86	1,118	\$ -	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	PROSPECT STREET	87	611	\$ -	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	PUDDINGSTONE LANE	97	2,093	\$ -	\$ 131,837	\$ 131,837	\$ 131,837
NON-CONNECTOR	ACPT	QUAIL DRIVE	82	806	\$ -	\$ 50,756	\$ 50,756	\$ 50,756
NON-CONNECTOR	ACPT	QUEENS WAY	96	389	\$ -	\$ 24,531	\$ 24,531	\$ 24,531
NON-CONNECTOR	ACPT	RICHARDSON STREET	99	662	\$ -	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	RIVERVIEW STREET	96	804	\$ -	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	ROYAL HEIGHTS DRIVE	82	629	\$ -	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	SAMOSSET CIRCLE	89	655	\$ -	\$ 41,249	\$ 41,249	\$ 41,249
NON-CONNECTOR	ACPT	SCHOOL STREET	74	903	\$ -	\$ 113,828	\$ 113,828	\$ 113,828
NON-CONNECTOR	ACPT	SHAMROCK LANE	96	506	\$ -	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	SHAW STREET	97	1,320	\$ -	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	SHERWOOD DRIVE	96	663	\$ -	\$ 41,774	\$ 41,774	\$ 41,774
NON-CONNECTOR	ACPT	SKYLINE DRIVE	99	2,779	\$ -	\$ 175,084	\$ 175,084	\$ 175,084
NON-CONNECTOR	ACPT	SLOCUMB PLACE	99	798	\$ -	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	SPRUCE ROAD	99	2,211	\$ -	\$ -	\$ -	\$ -
NON-CONNECTOR	UNAC	STABLE WAY	94	2,867	\$ -	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	STANLEY ROAD	95	3,143	\$ -	\$ 197,987	\$ 197,987	\$ 197,987
NON-CONNECTOR	ACPT	STEPHANIE DRIVE	75	946	\$ -	\$ 59,622	\$ 59,622	\$ 59,622
NON-CONNECTOR	ACPT	STONE END ROAD	87	670	\$ -	\$ 42,210	\$ 42,210	\$ 42,210
NON-CONNECTOR	ACPT	SUMMER HILL ROAD	99	4,590	\$ -	\$ -	\$ -	\$ -
NON-CONNECTOR	UNAC	SUMMIT ROAD	85	623	\$ -	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	SUN VALLEY DRIVE	99	1,684	\$ -	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	SUNSET DRIVE	92	1,946	\$ -	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	TEMPLE STREET	89	3,150	\$ -	\$ 162,075	\$ 162,075	\$ 162,075
NON-CONNECTOR	ACPT	THAYER ROAD	99	926	\$ -	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	TROTTER DRIVE	83	2,719	\$ -	\$ 45,864	\$ 45,864	\$ 45,864
NON-CONNECTOR	ACPT	TULIP WAY	94	1,670	\$ -	\$ -	\$ -	\$ -
NON-CONNECTOR	ACPT	VERNON ROAD	72	1,595	\$ -	\$ -	\$ -	\$ -

\$ 50,000 Connect North to Holliston



NON-CONNECTOR	ACPT	VILLA DRIVE	87	1,127	\$ -	\$ 71,005	\$ 71,005	
NON-CONNECTOR	ACPT	WALKER STREET	99	1,747	\$ -	\$ -	\$ -	
NON-CONNECTOR	ACPT	WALNUT LANE	95	407	\$ -	\$ 25,633	\$ 25,633	
NON-CONNECTOR	ACPT	WAMESIT STREET	77	361	\$ -	\$ -	\$ -	
NON-CONNECTOR	ACPT	WATER STREET	99	369	\$ -	\$ -	\$ -	
NON-CONNECTOR	ACPT	WATERVIEW DRIVE	99	2,483	\$ -	\$ -	\$ -	
NON-CONNECTOR	ACPT	WELLINGTON STREET	95	1,991	\$ -	\$ 125,437	\$ 125,437	
NON-CONNECTOR	ACPT	WHITNEY ROAD	99	837	\$ -	\$ -	\$ -	
NON-CONNECTOR	UNAC	WILDEBROOK ROAD	78	771	\$ -	\$ -	\$ -	
NON-CONNECTOR	ACPT	WILLIAMS STREET	99	543	\$ -	\$ -	\$ -	
NON-CONNECTOR	ACPT	WILLOWCREST ROAD	85	339	\$ -	\$ 21,354	\$ 21,354	
NON-CONNECTOR	ACPT	WINTER STREET	72	253	\$ -	\$ -	\$ -	
<b>Total:</b>					<b>\$ 5,036,786</b>	<b>\$ 9,063,380</b>	<b>\$ 14,100,166</b>	<b>\$ 1,533,000</b>

**ROADWAY PAVING PROJECTS**

**FY'16 / FY'17 Season Roadway Funds (as of 1/14/16)**

	<u>Article Funds</u>	<u>Grant/Ch. 90 Funds</u>	<u>TOTAL</u>	<u>NOTES</u>
Carryover	\$ 230,652	\$ 402,502		<i>Carry Forward from Prior Years FY'16 Estimated Allotment</i>
Chapter 90 Pending FY'16		\$ 406,000		
Articles Pending FY'17:	\$ 750,000			
Winthrop & Highland Streets Water Funds:	\$ 214,849			
Brentwood Lee Lane Drainage	\$ 300,000	\$ 285,739		<i>Revised- Lee Ln Only- \$235,000 art. Needs</i>
Winthrop Street Culvert	\$ 90,000			
Azalea Drive Punch List (PB&ED Bond)	\$ 56,100			
<b>Total Available Funds:</b>	<b>\$ 1,641,601</b>	<b>\$ 1,094,241</b>	<b>\$ 2,735,842</b>	

**Projects Completed/In Process (PAID) - 2015 Season**

Village St - Reclaim Main to Cottage	\$ 280,000	\$ 230,000	
Adams St - Reclaim Entire Length	\$ 468,000		
Chip Seal - Wildebrook, First Colony, Summit	\$ 58,000		
Memorial School Driveway/Parking (Replaces Brundage Cnr)	\$ 160,000		
Cole Ave	\$ 22,000		
<b>Total Paid/In Process:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Committed FUNDS For Projects**

Highland Street Top Course	\$ 80,000		
Winthrop Street Mill & Overlay (Main to Lovering) + sidewalk	\$ 214,849	\$ 160,000	
Equipment Lease		\$ 29,000	
RT 109 Construction Management		\$ 150,000	
Brentwood Lee Lane Drainage	\$ 235,000	\$ 285,739	
Winthrop Street Culvert	\$ 90,000		
Azalea Drive Punch List	\$ 56,100		
West / Summer Intersection	\$ 50,000		
<b>Total Committed &amp; Unavailable:</b>	<b>\$ 725,949</b>	<b>\$ 624,739</b>	<b>\$ 1,350,688</b>

**Current & Proposed Funding Status**

<b>Total Available Funding As Of July 1</b>	<b>\$ 915,652</b>	<b>\$ 469,502</b>	<b>\$ 1,385,154</b>
<b>May Annual Town Meeting Articles</b>			
<b>Total Available Funding:</b>	<b>\$ 915,652</b>	<b>\$ 469,502</b>	<b>\$ 1,385,154</b>

**Proposed New Projects For FY'16/17 Season** (Updated 1/15/16)

Brundages Corner Culvert Re-Construction	\$ 150,000		
Wildwood Road	\$ 70,000		
Mallard Drive		\$ 41,000	
Longmeadow Lane	\$ 110,000		
Ash Lane	\$ 52,000		
Sta 1 Parking Lot	\$ 21,280		
Winthrop St Guardrail	\$ 20,300		
Sanford Street-Mill & Overlay		\$ 100,000	\$35K plus add more for aesthetics
School Street Sidewalk-both sides	\$ 165,000		
Memory Lane Reclaim	\$ 60,000		
Azalea Drive Chipseal		\$ 30,000	No firm estimate
Cottage Street/Wellington Guardrail	\$ 10,000		
Milford Street Crackseal		\$ 50,000	No firm estimate
Village Street Spot Repair/ Crackseal	\$ 60,000		No firm estimate
Hill Street Drainage Installation	\$ 30,000		No firm estimate
Algonquin Ave Reclaim	\$ 30,000		

Oak Street Reclaim to Thayer House	\$	200,000
Virginia Road Overlay	\$	34,000

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**Total Proposed: \$ 778,580 \$ 455,000 \$ 1,233,580**

**TOTAL REMAINING ROAD FUNDS POST MAY ATM \$ - \$ 151,574 *Brentwood Funds need ATM Repurpose***

**Fall Town Meeting Funding Schedule**

Carryover:	\$	-	\$	-
Estimated Chapter 90 FY'16				
<b>Total Available Budget:</b>		<b>\$</b>	<b>-</b>	<b>\$</b>
				<b>-</b>

**Priority Projects Deferred**

Village St - Mill & Overlay Cottage to Millis Line	\$	687,000
Oakland Street/Main Street Sidewalk Project	\$	450,000
Autumn Road Reclaim	\$	245,000
Crestview Ave Chipseal	\$	10,000
Gable Way Chipseal	\$	10,000
Legion Ave Regravel & Pave	\$	10,000
Canal Street Pave Gravel Section	\$	10,000
Trotter Drive / Milford Street Intersection Mill & Overlay	\$	10,000

**ROADWAY PAVING PROJECTS**

**FY'2015 Roadway Funds**

	<u>Article Funds</u>	<u>Ch. 90 Funds</u>	<u>TOTAL</u>	<u>NOTES</u>
Carryover	\$ 656,919	\$ 258,682		<i>Carry Forward from Prior Years FY'15 Allotment (Includes NEW Ch. 90 Allocation of \$200k)</i>
Chapter 90 Pending FY'15		\$ 603,507		
Articles:	\$ 650,000			
Village Street Water Funds	\$ 168,707			
Adams Street Water Funds:	\$ 155,725			
Chapter 90 Winter Recovery		\$ 60,342		
<b>Total Available Funds:</b>	<b>\$ 1,631,351</b>	<b>\$ 922,531</b>	<b>\$ 2,553,882</b>	

**Projects Completed/In Process (PAID)**

Chapter 90 Winter Recovery		\$ 60,342	
West Street	\$ 685,600		
Virginia Rd Drainage	\$ 12,500		
Kenney Drive	\$ 41,300		
Walker St	\$ 9,400		
Large Patch Repairs-Var. Main Roads	\$ 127,600		
Holliston/Wildbrook Crackseal	\$ 13,400		
Sidewalk-Oakland/Main/Design	\$ 4,400		
Adams St.	\$ 42,500		
<b>Total Paid/In Process:</b>	<b>\$ 936,700</b>	<b>\$ 60,342</b>	<b>\$ 997,042</b>

**Committed FUNDS For Projects**

Equipment Lease		\$ 29,000	
RT 109 Design		\$ 200,000	
RT 109 Appraisal/ROW Acquisition		\$ 400,000	
<b>Total Committed &amp; Unavailable:</b>	<b>\$ -</b>	<b>\$ 629,000</b>	<b>\$ 629,000</b>

**Current & Proposed Funding Status**

<b>Total Available Funding As Of Feb 15.</b>	<b>\$ 694,651</b>	<b>\$ 233,189</b>	<b>\$ 927,840</b>
<b>Proposed May Annual Town Meeting Articles</b>	<b>\$ 400,000</b>		
<b>Total Available Funding:</b>	<b>\$ 1,094,651</b>	<b>\$ 233,189</b>	<b>\$ 1,327,840</b>

**Proposed New Projects For FY'2016** (Updated 2/17/15)

Village St - Reclaim Main to Cottage	\$ 510,000		
Adams St - Reclaim Entire Length	\$ 468,000		
Various Patch Repairs*	\$ 50,000		<i>* Seasonal work will be adjusted to not overspend.</i>
Brundages Corner Drainage/Repair	\$ 268,000		
<b>Total Proposed:</b>	<b>\$ 1,296,000</b>	<b>\$</b>	<b>1,296,000 (Funding Allocation TBD)</b>

<b>TOTAL REMAINING ROAD FUNDS POST MAY ATM</b>	<b>\$ -</b>	<b>\$</b>	<b>31,840</b>
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**Fall Town Meeting Funding Schedule**

Carryover:	\$ 31,480	\$ -	
Estimated Chapter 90 FY'16		\$ 603,507	
Oakland Street/Main Street Sidewalk Project		\$ (450,000)	<i>(Necessary To Hold Until Fall To Verify Continuing Allocation)</i>
<b>Total Available Budget:</b>	<b>\$ 31,480</b>	<b>\$ 153,507</b>	<b>\$ 184,987</b>

**Priority Project Awaiting Funding**

Village St - Mill & Overlay Cottage to Millis Line	\$ 687,000		
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Streets listed have a pavement condition index of 50 or lower as of spring 2014. All roads need to be reassessed before final plans are made. With certainty, roads will be added and removed from this list.

Several roads are being evaluated for future water main replacement. Resurfacing should be delayed until final plans are made.

**Projects Proposed**

**Funding Source**

ALGONQUIN AVENUE	TBD
AZALEA DRIVE	TBD
BROKEN TREE ROAD	TBD
CAROL LANE	Water Mains Future
CIDER MILL ROAD	TBD
CLARK STREET	TBD
COFFEE STREET	TBD
COLE AVENUE	TBD
DOGWOOD LANE	TBD
GORWIN DRIVE	Water Mains Future
HIGHLAND STREET	Water Mains Future
HILL STREET	TBD
INDIAN CREEK ROAD	TBD
KAREN AVENUE	Water Mains Future
LEE LANE	Water Mains Future
LONGMEADOW LANE	TBD
LOVERING STREET	TBD
MAIN STREET	State Project Partial
MALLARD DRIVE	TBD
MANSION STREET	TBD
MAPLE STREET	Water Mains Future
MEMORY LANE	TBD
MERYL STREET	Water Mains Future
OAK STREET	TBD
PADDOCK LANE	TBD
PINE NEEDLE DRIVE	TBD
ROBIN CIRCLE	Water Mains Future
SADDLE HILL ROAD	TBD
SANFORD STREET	TBD
VIRGINIA ROAD	Water Mains Future
WARDS LANE	TBD
WILDWOOD ROAD	TBD
CLAYBROOK FARMS II	P&EDB BOND
CRESTVIEW AVENUE	***
GABLE WAY	***
HOLLISTON STREET	***
*** Possible Rubber Chip Seal Treatment	

**Other Work**

Sidewalk Design		\$	20,000
Sidewalk Construction-Oakland St.	(Not estimated yet)	\$	120,000
Sidewalk Construction-North St.	(Not estimated yet)	\$	80,000

**ROADWAY PAVING PROJECTS**

**FY2014 Roadway Funds**

Carryover: (Ch 90 & Articles)	\$	572,230		817942 MU CH90	\$ 358,642 in-house
Articles:	\$	700,000	\$	860,724 MU FrCash	362908.21 per state
Chapter 90 Funds:	\$	406,030			100000 RT 109 A
<b>Total Available Budget:</b>	<b>\$</b>	<b>1,678,260</b>			29000 hooklift

<u>Projects Completed</u>	<u>Funding Source</u>	
Fox Run Road	\$	122,800 Chapter 90
Overlook Drive	\$	35,000 Chapter 90
Pheasant Run Road	\$	102,000 Chapter 90
Spruce Road	\$	95,000 Chapter 90
Sun Valley Drive	\$	75,500 Chapter 90
Sidewalk-Village Street/Drainage	\$	132,000 Articles
Sidewalk Design	\$	24,000 Articles
Equipment	\$	29,000 Chapter 90
	<b>Spent: \$</b>	<b>615,300</b>
	<b>Available: \$</b>	<b>1,062,960</b>

233908.21  
699667  
933575.21  
  
933575.21

**Proposed Spring 2014** (Updated 3/18/14, still under review)

West St.	\$	705,000 Articles
Phillips St.	\$	24,500 Articles
John St.	\$	17,000 Articles
Kenney Dr.	\$	65,000 Articles
BRUNDAGES CORNER DRAINAGE	\$	150,000 Chapter 90
RT 109 Appraisal/ROW Acquisition	\$	100,000 Chapter 90
<b>Total Proposed:</b>	<b>\$</b>	<b>1,061,500</b>

**FY2015 Roadway Funds**

Carryover:	\$	1,460
Articles**:	\$	650,000
Chapter 90 Funds**:	\$	406,000
<b>Total Available Budget:</b>	<b>\$</b>	<b>1,057,460</b>

\* Seasonal work will be adjusted to not overspend.  
\*\* Estimated

	<u>Projects Proposed</u>	<u>Funding Source</u>
Streets listed have a pavement condition index of 50 or lower as of spring 2014. All roads need to be reassessed before final plans are made. With certainty, roads will be added and removed from this list.	ADAMS STREET	Water Mains
	ALGONQUIN AVENUE	TBD
	AZALEA DRIVE	TBD
	BROKEN TREE ROAD	TBD
	CAROL LANE	Water Mains Future
	CIDER MILL ROAD	TBD
	CLARK STREET	TBD
	COFFEE STREET	TBD
	COLE AVENUE	TBD
	DOGWOOD LANE	TBD
	GORWIN DRIVE	Water Mains Future
	HIGHLAND STREET	Water Mains Future
	HILL STREET	TBD
	INDIAN CREEK ROAD	TBD
	KAREN AVENUE	Water Mains Future
	LEE LANE	Water Mains Future
	LONGMEADOW LANE	TBD
	LOVERING STREET	TBD
	MAIN STREET	State Project Partial
	MALLARD DRIVE	TBD
	MANSION STREET	TBD
	MAPLE STREET	Water Mains Future
	MEMORY LANE	TBD
	MERYL STREET	Water Mains Future
	OAK STREET	TBD
	PADDOCK LANE	TBD
	PINE NEEDLE DRIVE	TBD
	ROBIN CIRCLE	Water Mains Future
	SADDLE HILL ROAD	TBD
	SANFORD STREET	TBD
	VILLAGE STREET	Water Mains Partial
	VIRGINIA ROAD	Water Mains Future
	WALKER STREET	FY'15
	WARDS LANE	TBD
	WILDWOOD ROAD	TBD
	CLAYBROOK FARMS II	P&EDB BOND
	CRESTVIEW AVENUE	***
	GABLE WAY	***
	HOLLISTON STREET	***

Several roads are being evaluated for future water main replacement. Resurfacing should be delayed until final plans are made.

\*\*\* Possible Rubber Chip Seal Treatment

**Other Work**

Sidewalk Design		\$	20,000
Drainage @ Ellis		\$	20,000
Sidewalk Construction-Oakland St.	(Not estimated yet)	\$	120,000
Sidewalk Construction-North St.	(Not estimated yet)	\$	80,000
EQUIPMENT	Chapter 90	\$	29,000

# **AGENDA**

## **ITEM #2**

**Review – Fiscal Year 2017 Capital Budget  
Recommendations**

**Associated backup materials attached:**

- FY16/FY17 Recommended Projects





# AGENDA

## ITEM #3

### Public Hearing – (7:30 PM) Joint Pole Location Petition - Main Street

#### Associated backup materials attached:

- Pole Petition
- Abutters List
- Legal Notice

**Note:** All abutters have been notified within the 10 day window and a public hearing notice was advertised 2/26/16 in the legal section of the Milford Daily News.

#### Proposed Motions:

1. I move that the Board open the hearing on the joint petition of Verizon and Nstar to locate a pole on Main Street.
2. I move that the Board close the hearing.
3. I move that the Board approve the placement of pole number T.97A/E.97A on the southeasterly side of Main Street 887 feet from the center line of Holliston Street as requested.

Albert E. Bessette  
Right of Way Manager



365 State Street  
Springfield, MA 01105

Phone 413 787-0310  
Cell 413 441-3612  
Fax 413 734-9123  
albert.e.Bessette.jr@verizon.com

January 27, 2016

Medway Board of Selectmen  
155 Village Street  
Medway, MA 02053

**RE: Petition for Verizon job #1A1KD0P  
Main Street**

Dear Honorable Board Members:

Enclosed find the following items in support of the above-referenced project:

1. Petition;
2. Petition Plan;
3. Order.

A Public hearing and notice to abutters is required. A Verizon representative will attend the Public hearing. Should any questions or comments arise concerning this matter prior to the hearing, please contact me at (413) 787-0310. Your Assistance is greatly appreciated.

Sincerely,

A handwritten signature in black ink, appearing to be "A. Bessette".

Albert E. Bessette  
Right of Way Manager

Enc

FEB 04 2016

Verizon

**ORDER FOR JOINT POLE LOCATION**

The Board of Selectmen of the Town of Medway, Massachusetts **ORDERED:**

That permission be and hereby granted **VERIZON NEW ENGLAND INC. and Eversource (NSTAR Electric)** joint or identical locations for and permission to erect and maintain poles and their respective wires and cables to be placed thereon, together with anchors, guys and other sustaining and protecting fixtures as said Companies may deem necessary, in the public way or ways as requested in petition of said Company dated the 12<sup>th</sup> day of January, 2016.

**Main Street:** Place one (1) jointly owned pole numbered T.97A/E.97A on the southeasterly side of Main Street at a point approximately either hundred eighty-seven (887) feet southwesterly from the center line of Holliston Street.

1 JO Pole to be placed

All construction under this order shall be in accordance with the following conditions:

Poles shall be of sound timber, and reasonably straight, and shall be set substantially at the points indicated upon the plan marked- **VERIZON No. 1A1KD0P**, Dated January 12, 2016 filed with said petition.

There may be attached to said poles by said Verizon New England Inc. not to exceed 20 wires and 5 cables and by said Eversource (NSTAR Electric) such wires, cables and fixtures as are necessary in its business and all of said wires and cables shall be placed at a height in compliance with the National Electrical Safety Code.

Also that permission be and hereby is granted said **VERIZON NEW ENGLAND INC. and Eversource (NSTAR Electric)** to lay and maintain underground laterals, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as it may desire for distributing purposes.

I hereby certify that the foregoing order was adopted at a meeting of the Board of Selectmen of the Town of Medway, Massachusetts, held on the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Clerk of Selectmen

Kerri Stepien  
Verizon  
15 Chestnut Street  
Worcester, MA 01609

We hereby certify that on \_\_\_\_\_, 2016, at \_\_\_\_\_ o'clock \_\_\_\_\_ M. at Medway, Massachusetts, a public hearing was held on the petition of **VERIZON NEW ENGLAND INC.** and **Eversource (NSTAR Electric)** for permission to erect the line of wires, cables, poles fixtures and connection described in the order herewith recorded, and that we mailed at least seven days before said hearing a written notice of the time and place of said hearing to each of the owners of real estate (as determined by the last preceding assessment for taxation) along the ways or parts of ways upon which said Company is permitted to construct the lines of said Company under said order. And that thereupon said order was duly adopted.

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Selectmen of the Town of Medway,  
Massachusetts.

**CERTIFICATE**

I Hereby certify that the foregoing is a true copy of a location order, and certificate of hearing with notice adopted by the Board of Selectmen of the Town of Medway, Massachusetts, on the \_\_\_\_\_ day of \_\_\_\_\_, 2016, and recorded with the records of location orders of said Town, Book \_\_\_\_\_, Page \_\_\_\_\_. This certified copy is made under the provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof.

Attest:

\_\_\_\_\_  
Town Clerk



# PETITION PLAN

MUNICIPALITY

MEDWAY

NO.

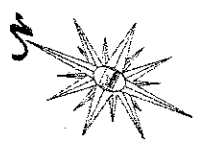
1A1KD0P

VERIZON NEW ENGLAND, INC and NSTAR

DATE: January 12, 2016

PROPOSED POLE ON MAIN STREET (ROUTE 109)

SHOWING



Parcel Id  
40-051  
72 Main Street

Parcel Id  
40-050

Holliston  
Street

5

Main Street (Route 109)

887'



New Pole  
T.97A/E.97A  
To Be Placed  
Parcel Id  
40-081  
81A Main Street



Existing Pole  
T. 98/E.98  
Parcel Id  
40-082

Parcel Id  
40-083

Parcel Id  
40-084

Parcel Id  
40-085

Parcel Id  
40-086

Parcel Id  
40-087

PROPOSED VERIZON POLE

EXISTING JOINTLY OWNED POLE TO REMAIN

VERIZON POLE TO BE REMOVED

POWER CO. POLE TO BE REMOVED

VERIZON POLE TO REMAIN

EXISTING JOINTLY OWNED POLE TO BE REMOVED

PROPOSED JOINTLY OWNED POLE

EXISTING POWER CO. POLE TO BE HELD JOINTLY

EXISTING VERIZON MANHOLE

PROPOSED VERIZON MANHOLE

EXISTING VERIZON CONDUIT

PROPOSED VERIZON CONDUIT

EXISTING VERIZON CONDUIT

PROPOSED VERIZON CABINET

## LEGEND



MAIN STREET: Place one (1) jointly owned pole numbered T.97A/E.97A on the southeasterly side of Main Street at a point approximately eight hundred eighty-seven (887) feet southwesterly from the center line of Holliston Street.

Reason: Place one (1) jointly owned pole on Main Street to provide new service to a customer on the northwesterly side of Main Street; and to provide for the distribution of intelligence and telecommunications and for the transmission of high and low voltage electric current.

Parcel ID: 40-081  
MA REALTY ACQUISITION  
141 FAIRWAY DRIVE  
ATTLEBORO, MA 02703

Parcel ID: 40-051  
THURKEN MEDWAY LLC  
PO BOX 857  
NEW CASTLE, NH 03854

Parcel ID: 40-052  
NAGOG KNOLL REALTY TRUST  
J RYAN/M.A.S.& L  
260 GREAT RD  
ACTON, MA 01720

Parcel ID: 40-053  
NAGOG KNOLL REALTY TRUST  
J RYAN & M.A.S.L  
260 GREAT RD  
ACTON, MA 01720

Parcel ID: 40-078  
85 MAIN STREET NOMINEE  
KEVIN & MARTHA  
44 CRANBERRY LANE  
HOLLISTON, MA 01746

Parcel ID: 40-079  
PARR FOUR LLC  
28 BROAD ACRES FARM ROAD  
MEDWAY, MA 02053

Parcel ID: 40-080  
MIDDLESEX SAVINGS BANK  
c/o BRUCE WEISBERG  
PO BOX 5210  
WESTBOROUGH, MA 01581-5210

Parcel ID: 40-082  
MAIN STREET NOMINEE  
HERBERT HEINSTEIN, TR.  
81B MAIN ST.  
MEDWAY, MA 02053

Parcel ID: 40-083  
MEDICAL PROPERTIES INC  
81B MAIN ST  
MEDWAY, MA 02053

Parcel ID: 40-084  
MR K OF MEDFIELD INC  
294 MAPLE ST  
FRANKLIN, MA 02038

Parcel ID: 40-092  
SALMERON MANUEL A. &  
GONZALEZ ANA D.  
8 APPLETON WAY  
MEDWAY, MA 02053

Parcel ID: 40-093  
NOVELLO LINDA L  
7 APPLETON WAY  
MEDWAY, MA 02053

Parcel ID: 40-105  
ROSENBERG CHERYL  
PO BOX 126  
MEDWAY, MA 02053

Parcel ID: 40-106  
MCROBERTS DAVID W.J.  
MCROBERTS ELISA J  
12 MALLOY ST.  
MEDWAY, MA 02053

Parcel ID: 40-107  
SKOU EDWARD J  
SKOU KATHLEEN M  
14 MALLOY ST.  
MEDWAY, MA 02053

Parcel ID: 40-108  
BARRY JAMES P  
BARRY ELIZABETH L  
16 MALLOY ST.  
MEDWAY, MA 02053





**TOWN OF MEDWAY**  
COMMONWEALTH OF MASSACHUSETTS

Medway Town Hall  
155 Village Street  
Medway, MA 02053  
Phone (508) 533-3264  
Fax (508) 321-4988  
Email: [mboynton@townofmedway.org](mailto:mboynton@townofmedway.org)

Town Administrator  
*Michael E. Boynton*

February 22, 2016

To: **Milford Daily News**  
**Legal Notice**

**TOWN OF MEDWAY**  
**NOTICE OF PUBLIC HEARING**

The Town of Medway will conduct a public hearing in Sanford Hall of Town Hall, 155 Village Street, Medway on Monday, March 7, 2016 at 7:30 p.m. regarding a request by Verizon New England, Inc. and Eversource (Nstar) to relocate a utility pole on Main Street. A copy of the Pole Petition is on file at the Selectmen's Office and available for public viewing by contacting 508-533-3264 or visiting the office during Town Hall hours. Anyone wishing to be heard on the petition should be present at the above date and time.

Sincerely,

Michael E. Boynton  
Town Administrator

# **AGENDA**

## **ITEM #4**

**Vote Articles and Recommendations - May 9  
Special and Annual Town Meeting Warrants**  
(Except those submitted by the Planning & Economic Development Board)

**Associated backup materials attached:**

- Special Town Meeting Warrant
- Annual Town Meeting Warrant

**Note:** Vote to include article in the warrant, and vote recommendations.

**TOWN OF MEDWAY  
WARRANT FOR MAY 9, 2016  
SPECIAL TOWN MEETING**

**NORFOLK ss:**

To either of the Constables of the Town of Medway

**GREETINGS:**

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of said Town who are qualified to vote in Town affairs to meet at the **Medway High School, 88 Summer Street, on Monday, May 9, 2016** at 7:00 PM, then and there to act on the following articles:

**ARTICLE 1:** (Free Cash Transfer: Snow and Ice Deficit)

To see if the Town will vote to appropriate the sum of \$X from Certified Free Cash for the purpose of funding the Snow & Ice Fiscal Year 2016 appropriation deficit; or act in any manner relating thereto.

**DEPARTMENT OF PUBLIC SERVICES**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 2:** (Solid Waste Retained Earnings Transfer: Waste Loader Repair)

To see if the Town will vote to transfer to the Solid Waste Fiscal Year 2016 Equipment Repairs Account the sum of \$17,000 from Fiscal Year 2015 Enterprise Fund Retained Earnings to repair the solid waste loader, or act in any manner relating thereto.

**DEPARTMENT OF PUBLIC SERVICES**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 3:** (Extend Expenditure Deadline –May 2015 Special Town Meeting Article 9 – Shaw Street Bridge Repair)

To see if the Town will vote to extend the expenditure deadline for the following appropriation made by the May 2014 Annual Town Meeting and extended at the May 11, 2015 Special Town Meeting:

Article 9	Shaw Street Bridge Repair
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Said appropriations to be expended by June 30, 2018 with unexpended funds as of June 30, 2018 being returned to the General Fund, or act in any manner relating thereto.

**DEPARTMENT OF PUBLIC SERVICES**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 4:** (Transfers to Electricity Accounts)

To see if the Town will vote to transfer the sum of \$x from the FY2016 Other Insurance budget, \$x from the FY2016 Unemployment budget, \$x from the FY2016 Health Insurance budget, and \$x from the Water Department Retained Earnings Account, to the DPS Street Light Account, the Water Enterprise Electricity account and the High School, Middle School, Burke/Memorial and McGovern Schools electricity accounts, or act in any manner relating thereto.

**BOARD OF SELECTMEN**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 5:** (Transfer to Revaluation Account)

To see if the Town will vote to transfer the sum of \$10,000 from the Fiscal Year 2016 Assessors' Department Budget Professional/Technical Account to the Assessors' Revaluation Article, or act in any manner relating thereto.

**ASSESSING DEPARTMENT**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 6:** (Prior Year Bills)

To see if the Town will vote to transfer from the Police Department's Fiscal Year 2016 Telephone Service Contract account the sum of \$1,900 for the purpose of paying unpaid bills of prior years of the Town, or act in any manner relating thereto.

**BOARD OF SELECTMEN**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

And you are hereby directed to serve this warrant by posting printed attested copies thereof at two (2) locations in each precinct at least FOURTEEN (14) days before the day of said meeting. Hereof fail not and make due return of this warrant with your doings thereon to the Clerk of said Town at or before the time of said meeting.

Given under our hands in Medway, this 14<sup>th</sup> day of April 2015.

**A TRUE COPY:**

**SELECTMEN OF THE TOWN OF MEDWAY**

\_\_\_\_\_  
Dennis Crowley, Chairman

\_\_\_\_\_  
John Foresto, Vice Chairman

\_\_\_\_\_  
Richard D'Innocenzo, Clerk

\_\_\_\_\_  
Glenn Trindade, Member

\_\_\_\_\_  
Maryjane White, Member

**ATTEST:** \_\_\_\_\_  
Paul Trufant, Constable

**TOWN OF MEDWAY**  
**WARRANT FOR MAY 9, 2016**  
**ANNUAL TOWN MEETING**

**NORFOLK ss:**

To either of the Constables of the Town of Medway

**GREETINGS:**

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of said Town who are qualified to vote in Town affairs to meet at the **Medway High School, 88 Summer Street, on Monday, May 9, 2016** at 7:30 PM, then and there to act on the following articles:

**ARTICLE 1:** (Approve Exelon PILOT)

To see if the Town will vote to authorize the Board of Selectmen to execute the negotiated Payment In Lieu of Taxes (PILOT) agreement with Exelon West Medway, LLC and/or Exelon West Medway II, LLC (Exelon) for the new generation facilities proposed to be constructed and installed at Exelon's existing West Medway Generating Site on Summer Street, or act in any manner relating thereto.

**BOARD OF SELECTMEN**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 2:** (ESCO Stabilization Reserve Transfer)

To see if the Town will vote to transfer the sum of \$38,546 from the ESCO Stabilization Fund to the Fiscal Year 2017 Debt Service expense account for the purpose of funding ESCO related debt service, or act in any manner relating thereto.

**BOARD OF SELECTMEN**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 3:** (Appropriation: FY17 Operating Budget)

To see if the Town will vote to fix the salary and compensation of all elected officers of the Town, provide for a Reserve Fund, and determine what sums of money the Town will raise and appropriate, including appropriation from available funds, to defray charges and expenses of the

Town including debt and interest, for the Fiscal Year ending June 30, 2017, or to act in any manner relating thereto.

**BOARD OF SELECTMEN**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 4:** (Appropriation: FY17 Water Enterprise Fund)  
 To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$2,453,904 for the maintenance of the Water Department Enterprise Fund as follows, or to act in any manner relating thereto:

Direct Costs

	Amount
Salaries	\$ 647,208
Expenses	554,760
Debt	979,575
<b>Direct Costs Total</b>	<b>\$2,181,543</b>

Indirect Costs

And further to raise and appropriate or transfer from available funds the sum of \$272,361 for indirect costs consisting of health insurance, workers' compensation, Medicare, liability insurance, administrative and operational services.

<b>Indirect Costs Total</b>	<b>\$272,361</b>
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<b>Total</b>	<b>\$2,453,904</b>
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And further that the above listed appropriations be funded as follows:

Fees for Service [User Fees]	\$2,453,904
<b>Total</b>	<b>\$2,453,904</b>

**WATER SEWER COMMISSION**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 5:** (Appropriation: FY17 Sewer Enterprise Fund)  
 To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$1,616,502 for the maintenance of the Sewer Department Enterprise Fund as follows, or to act in any manner relating thereto:

Direct Costs

	Amount
Salaries	\$ 224,924
Expenses	1,041,967
Debt	250,836
<b>Direct Costs Total</b>	<b>\$1,517,727</b>

Indirect Costs

And further to raise and appropriate or transfer from available funds the sum of \$98,775 for indirect costs consisting of health insurance, workers' compensation, Medicare, liability insurance, administrative and operational services.

<b>Indirect Costs Total</b>	\$98,775
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<b>Total</b>	<b>\$1,616,502</b>
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And further that the above listed appropriations be funded as follows:

Fees for Service [User Fees]	\$1,599,516
Sewer Betterment Stabilization	16,986
<b>Total</b>	<b>\$1,616,502</b>

**WATER SEWER COMMISSION**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 6:** (Appropriation: FY17 Solid Waste Enterprise Fund)

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of \$1,585,094 to operate the Solid Waste/Recycling Department Enterprise Fund as follows, or to act in any manner relating thereto.

Direct Costs

	Amount
Salaries	\$ 331,679
Expenses	1,113,620
Debt	14,626
<b>Direct Costs Total</b>	<b>\$1,459,925</b>

Indirect Costs



And further to raise and appropriate or transfer from available funds the sum of \$125,169 for indirect costs consisting of health insurance, workers' compensation, Medicare, liability insurance, administrative and operational services.

<b>Indirect Costs Total</b>	\$125,169
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<b>Total</b>	<b>\$1,585,094</b>
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And further that the above listed appropriations be funded as follows:

Trash Recycling Fees/Bag Revenues	\$1,460,000
Solid Waste Retained Earnings	125,094
<b>Total</b>	<b>\$1,585,094</b>

**PUBLIC SERVICES DEPT.**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 7:** (Appropriation: FY17 Ambulance Enterprise Fund)

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$759,464 to operate the Ambulance Enterprise Fund as follows, or act in any manner relating thereto.

Direct Costs

	Amount
Salaries	\$412,173
Expenses	185,012
Debt	38,300
<b>Direct Costs Total</b>	<b>\$635,485</b>

Indirect Costs

And further to raise and appropriate or transfer from available funds the sum of \$128,979 for indirect costs consisting of health insurance, workers' compensation, Medicare, liability insurance, administrative and operational services.

<b>Indirect Costs Total</b>	\$128,979
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<b>Total</b>	<b>\$764,464</b>
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And further that the above listed appropriations be funded as follows:

General Fund Appropriation	\$150,000
Ambulance Retained Earnings	78,464
Insurance and Fees for Service	536,000

<b>Total</b>	<b>\$764,464</b>
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**FIRE DEPARTMENT**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 8:** (Free Cash Appropriation: Capital and Other Items)

To see if the Town will vote to appropriate the sum of \$1,607,657 from Certified Free Cash for the purpose of funding the following capital and other items, including associated engineering, personnel, maintenance and legal service costs; said appropriations to be expended by June 30, 2017, with unexpended funds as of June 30, 2017 being returned to the General Fund, or act in any manner relating thereto:

<b>Project</b>	<b>Department</b>	<b>Cost</b>
Various Road/Sidewalk Improvements	DPS/HWY	\$750,000
Medium Duty Dump Truck (replacement)	DPS/HWY	78,000
Light Duty Dump Truck (replacement)	DPS/HWY	50,000
Medium Duty Dump Truck Retrofit	DPS/PARKS	35,000
Pickup Truck (replacement)	DPS/PARKS	55,000
Leaf Box Vacuum (replacement)	DPS/PARKS	57,000
Voting Booths	ELECTIONS	10,000
Hazard Mitigation Plan	EMERG. MGMT.	16,000
Bucket Truck (replacement)	FIRE/DPS	90,000
Refurbish Engine 2	FIRE	110,000
Defibrillators	POLICE	13,125
Radar Units (replacement)	POLICE	12,000
System-wide Security Cameras	SCHOOLS	277,532
High School Tennis Court Repairs	SCHOOLS	42,000
Repair Senior Center Door System	COA	12,000
<b>Free Cash Total</b>		<b><u>\$1,607,657</u></b>

**CAPITAL IMPROVEMENT  
PLANNING COMMITTEE**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 9:** (Capital Program: Information Services)

To see if the Town will vote to transfer from Certified Free Cash and/or raise and appropriate a sum of money to total \$143,000 to fund a capital improvement program for the Town of Medway Information Services Department for Fiscal Year 2017, or act in any manner relating thereto.

**CAPITAL IMPROVEMENT  
PLANNING COMMITTEE**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 10:** (Water Enterprise - Equipment)  
To see if the Town will vote to transfer from Fiscal Year 2015 Water Enterprise Retained Earnings the sum of \$201,000 for Fiscal Year 2017 from the Water Enterprise Fund for the purpose of funding the purchase of the following capital items, or act in any manner relating thereto:

<b>Project</b>	<b>Department</b>	<b>Cost</b>
Pickup Truck (replacement)	WATER	\$ 41,000
Dump Truck (replacement)	WATER	95,000
Gate Valve Vacuum Box	WATER	65,000
<b>Total</b>		<b>\$201,000</b>

**PUBLIC SERVICES DEPT.**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 11:** (Replacement Ambulance)  
To see if the Town will vote to raise and appropriate, borrow and/or transfer from available funds the sum of \$260,000 for the purpose of funding the purchase of an Ambulance, or act in any manner relating thereto.

**FIRE/EMS DEPTS.**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 12:** (Fiscal Stability Transfer – Security Improvements at Elementary Schools)  
To see if the Town will vote to transfer from the Fiscal Stability Fund the sum of \$529,000 to fund security improvements at the Burke-Memorial Elementary School and the McGovern Elementary School, or act in any manner relating thereto.

**BOARD OF SELECTMEN**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 13:** (Borrowing: Board of Health Water Pollution Abatement Projects)

To see if the Town will vote to borrow the sum of \$200,000 for the purpose of financing the following water pollution abatement facility projects: to repair, replace and/or upgrade residential septic systems, or residential connections to existing municipal sewer, pursuant to agreements with the Board of Health and residential property owners, including, without limitation, all costs thereof as defined in Section 1 of Chapter 29C of the General By-laws, and that to meet this appropriation, the Town Treasurer, with the approval of the Board of Selectmen, be authorized to borrow \$200,000 under General Laws Chapter 29C and/or Chapter 44, section 7 of the Massachusetts General Laws, or any other enabling law, or to act in any manner relating thereto.

**BOARD OF HEALTH**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 14:** (Appropriation: Medway Day)

To see if the Town will vote to raise and appropriate the sum of \$9,500 for Medway Day, or act in any manner relating thereto.

**BOARD OF SELECTMEN**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 15:** (Fund OPEB Trust)

To see if the Town will vote to raise and appropriate the sum of \$100,000 to the Town of Medway Other Post-Employment Benefits (OPEB) Trust account, or act in any manner relating thereto.

**BOARD OF SELECTMEN**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 16:** (Create Athletic Fields Stabilization Fund; Transfer \$25,000)

To see if the Town will vote to create a new Athletic Fields Stabilization Fund, and, further, vote to transfer the sum of \$25,000 from the Parks Revolving Fund, Hanlon Field Account, to the Athletic Fields Stabilization Fund, or act in any manner relating thereto.

**BOARD OF SELECTMEN**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 17:** (Authorize Revolving Funds)

To see if the Town will vote to authorize the following revolving funds pursuant to Chapter 44, section 53E½ of the Massachusetts General Laws for Fiscal Year 2017 as follows:

<b>FUND</b>	<b>REVENUE SOURCE</b>	<b>AUTHORITY TO SPEND</b>	<b>USE OF FUND</b>	<b>SPENDING LIMIT</b>
Parks and Recreation	Permit Fees	Board of Parks Commissioners	Self-supporting recreation and parks services	\$150,000
Council on Aging	Donations/fees paid by riders and GATRA reimbursement	Council on Aging	Pay for dial-a-ride van service for seniors and disabled; shuttle service to Norfolk commuter rail station, and other necessary transportation services	\$114,000
Library Printer/Copier/Fax	Public printer use and copier and fax machine revenues	Board of Library Trustees	Printer, copier and fax machine expenses.	\$3,000
Library Meeting Room	Meeting room use fees	Board of Library Trustees	Meeting room maintenance, repairs and upgrades	\$1,000
Thayer Homestead	Facility use fees	Town Administrator	Partial self-support of property	\$50,000

**BOARD OF SELECTMEN  
(For the Various Departments Indicated)**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 18:** (Appropriation: Community Preservation Committee)

To see if the Town will vote to act on the report of the Community Preservation Committee for the Fiscal Year 2017 Community Preservation budget and to appropriate, or reserve for later appropriations, monies from the Community Preservation Fund annual revenues or available funds for the administrative expenses of the Community Preservation Committee, the transfer to the Affordable Housing Trust, the undertaking of community preservation projects and all other necessary and proper expenses for the Fiscal Year 2017, as follows:

Appropriation

	Amount
CPC Administrative Expenses	
CPC Salaries	
Long Term Debt – Principal	
Long Term Debt – Interest	
<b>Subtotal</b>	
Affordable Housing Trust	

Administrative Expenses	
Design Development of Amphitheatre	
<b>Direct Costs Total</b>	\$

Reserves

	<u>10% of Estimated Fund Revenues</u>
Open Space	
Community Housing	
Historical Preservation	

Or act in any manner relating thereto.

**COMMUNITY PRESERVATION COMMITTEE**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 19:** (CPA Appropriation: Trail Design and Engineering)

To see if the Town will vote to transfer the sum of \$10,000 from Community Preservation Act Fund Open Space Reserves, to supplement the sum of \$35,000 appropriated at the 2015 Fall Town Meeting, to the Open Space Committee for the purpose of designing and engineering a trail system and boardwalks from the Medway High School Athletic Fields to Lovering Street, or to act in any manner relating thereto.

**OPEN SPACE COMMITTEE**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 20:** (CPA Funds: Historical Document Preservation)

To see if the Town will vote to transfer from Community Preservation Historical Reserve funds the sum of \$28,493 to the Historical Commission for the purpose of funding the preservation of historical documents, or act in any manner relating thereto.

**HISTORICAL COMMISSION**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 21:** (CPA Funds: Playground Improvements)

To see if the Town will vote to raise and appropriate, borrow, and/or transfer from Community Preservation Funds a sum of money for the purpose of funding the design and construction of improvements to Choate Park and recreational facilities at the Medway Middle School, as described in part in the Parks, Open Space and Athletic Fields Master Plan updated in 2016, or otherwise make repairs and for the payment of all other costs incidental and related thereto, and to authorize the Board of Selectmen and Town officers to take all related actions necessary or appropriate to carry out this article, or act in any manner relating thereto.

**BOARD OF SELECTMEN**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 22:** (Accept Gift of Land and Fund Related Acquisition Costs)

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift or purchase and to accept the deed to the Town of a fee simple interest in all or a portion of the parcel of land located at X, Medway, Norfolk County, MA, identified on the Town of Medway Assessors Map as X, containing 5.910 acres more or less, which land is now owned by X, upon such terms and conditions as the Board of Selectmen shall determine to be appropriate, to be used for general municipal purposes, and to transfer the sum of \$9,500 in Certified Free Cash to pay costs incidental and related thereto, or act in any manner relating thereto.

**BOARD OF SELECTMEN**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 23:** (Authorization to Pursue Municipal Aggregation)

To see if the Town will vote to grant the Board of Selectmen authority to initiate the municipal aggregation process pursuant to chapter 164, section 134 of the Massachusetts General Laws, or any other enabling authority, to include, but not be limited to, researching, developing and entering into a contract, or contracts, to aggregate the electricity load of the residents and businesses within the Town of Medway and for other related services, including consulting services, independently, or in joint action with other municipalities for terms of more than three years, and for such consideration (if any), and on such other terms and conditions that the Board of Selectmen deems in the best interest of the Town, retaining the right of individual residents and businesses to opt-out of the aggregation, or take any other action relative thereto.

**TOWN-WIDE ENERGY COMMITTEE**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 24:** (Amend General Bylaw – Hunting on Town Land)

To see if the Town will vote to amend Medway General By-Laws Section 12.20 (a) by replacing the text in said section in the entirety with the following:

- (a) No person shall fire or discharge any firearm within the limits of any school, park, playground, or other **Town and/or** private property, or hunt or fire or discharge any firearm on private property without written consent of the owner or legal occupant thereof, **or in the case of Town property from the Chief of Police.**

Or to act in any manner relating thereto.

**OPEN SPACE COMMITTEE**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 25:** (Easement Acceptances: Neelon Lane and Charles View Lane)

To see if the Town will vote to accept:

**A Perpetual Easement** for public access and maintenance by the Town of Medway on and over the extension of Neelon Lane, shown as “Access and Maintenance Easement (6,863 S.F.)” on a plan of land entitled, ‘Definitive Plan “Charles River Village” Open Space Residential Development (OSRD) in Medway, Massachusetts Date: November 20, 2012 Revise Dates: February 15, 2013, and May 30, 2013 prepared by O’Driscoll Land Surveying Co.’, recorded with the Norfolk County Registry of Deeds in Plan Book 624, Page 5, for all purposes for which public ways may be used in the Town of Medway, in common with others entitled thereto; and

**A Non-Exclusive Perpetual Access Easement** on and over the Proposed Public Access Trail extending from Neelon Lane and Charles View Lane, for purposes of accessing Open Space Parcel “B” (Parcel 70-002-0100 on Medway Assessor’s maps) as shown on said plan.

And further to authorize the Board of Selectmen and town officers to take any and all related actions necessary or appropriate to carry out the purposes of this article;

Or to act in any manner relating thereto.

**PLANNING AND ECONOMIC DEVELOPMENT BOARD**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 26:** (Amend General Bylaws: Design Review Committee)

To see if the Town of Medway will vote to amend the Medway General Bylaws, Section 2.15 Design Review Committee as follows. Items to be deleted are noted with a ~~strike through~~. Items to be added are noted in **bold text**.

Section 2.15 – Design Review Committee



(a) **Establishment** - There shall be a Design Review Committee (**DRC**) consisting of at least five (5) **and up to seven (7) voting** members who reside in Medway who shall be sworn to the faithful performance of their duties. **The DRC may also have up to three (3) non-voting advisors who reside and/or work in Medway.**

(b) **Mission** - To serve the people of Medway in a capacity that openly, creatively and appropriately addresses issues of site, building and sign design for private and public development. **The DRC is tasked with serving as an advocate to preserve and enhance Medway's natural, scenic and aesthetic qualities and to achieve the pleasing composition of places within the context of the *Medway Master Plan* and its overall goal of maintaining Medway's traditional New England village feel and appearance. The DRC works with the broad intention of maintaining and/or improving the quality of life of Medway's citizens, the value of property and the viability of commerce through the use of thoughtful and community-appropriate design and development practices as represented by the *Medway Design Review Guidelines*.**

~~(b)-(c)~~ **Appointments** ~~The Design Review Committee~~ **DRC members and advisors** shall be appointed by the Planning and Economic Development Board. ~~Committee~~ **DRC members shall serve two (2) year staggered terms. DRC advisors shall serve one (1) year terms.** , with the majority of the first members appointed for a two (2) year term and the remaining initial members appointed for a one (1) year term. Thereafter, each member shall serve for two (2) years or until his successor has been appointed.

~~(c)~~ (d) **Composition**

1. The ~~Design Review Committee~~ **DRC** shall include one member of the Planning and Economic Development Board. ~~and a representative of the Medway Business Council.~~ The **majority of the remaining members should have be design professionals with** experience and/or training in architecture, landscape design, site design, **graphic arts**, graphic design, sign design, planning, **environmental design, urban design** or other suitable **design** professions that could be helpful to the **DRC**. ~~Committee's work.~~ **Other members may include individuals representing various business interests such as reach estate, building trades, and local business organizations.**

2. **DRC Advisors shall be individuals with particular design expertise who are able to provide periodic design consultation to the DRC in reviewing development permit applications and proposals.**

~~(d)~~ (e) Responsibilities of the Design Review Committee

1. Assist and advise the Planning and Economic Development Board, **and** its applicants, and other ~~†~~ **Town boards, committees and departments** as may request such assistance, with regard to **proposals, applications and plans for Town issued development permits.** ~~subdivisions, site plans, special permits, sign permits, scenic road work permits, and other development proposals. The Design Review Committee's recommendations are advisory and may include suggestions for modifications to proposed designs and conditions for approval of development proposals.~~

2. **Serve as a design resource and provide design expertise to assist and advise Town boards, committees, and departments regarding Town sponsored programs, proposals, capital improvement projects, and municipal building projects on municipally owned**

property and viewed in the public realm as such relate to site, building, landscape, signage, and graphic design matters.

3. The DRC's recommendations are advisory and may include suggestions for modifications to proposed designs and conditions for approval of development proposals to be consistent with the Medway *Design Review Guidelines*.

~~2. Assist and advise the Planning Board regarding possible amendments to the Medway Zoning Bylaw and various Rules and Regulations.~~

~~3. Continue to promote and improve the use of the Medway Design Guidelines; recommend changes and improvements to the Medway Design Guidelines.~~

4. Perform other duties and responsibilities as may be specified by the Medway Zoning Bylaw, or other Town bylaws, and various land use *Rules and Regulations* or and as may be requested by various Town boards, committees and departments. ~~the Planning and Economic Development Board.~~

5. Assist and advise the Planning and Economic Development Board regarding possible amendments to its various *Rules and Regulations* and to the *Zoning Bylaw*.

6. Promote and improve the use of the Medway *Design Review Guidelines* by public and private entities and recommend changes and improvements to the *Design Review Guidelines* to the Planning and Economic Development Board.

~~5. Advocate for good design in municipal programs and capital projects.~~

(e) (f) **Design Review Guidelines** - In performing its work, the Design Review Committee shall be guided by the *Medway Master Plan* and by **the Medway Design Review Guidelines** ~~to be developed by the Committee and~~ as adopted and published by the Planning and Economic Development Board. ~~after a duly called and advertised public hearing. The Planning Board may amend the Design Guidelines from time to time after a duly called and noticed public hearing in accordance with customary Planning Board practice.~~

Or to act in any manner relating thereto.

**PLANNING AND ECONOMIC DEVELOPMENT BOARD  
DESIGN REVIEW COMMITTEE**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 27:** (Amend General Bylaws: Parking & Storage of Recreational and Commercial Vehicles)

To see if the Town of Medway will vote to amend the Medway General By-laws by adding the following Section 12.26 in Article XII:

**Section 12. 26 Regulation of Parking and Storage of Recreational and Commercial Vehicles**

(a) **Purpose** - The purpose of this By-law is to regulate the outdoor parking and storage of commercial and recreational vehicles. This By-law is adopted to promote safe vehicular traffic, to preserve peace and good order, to protect the character of residential neighborhoods, to promote the aesthetic beauty of the community and hence the value of the property located therein, and to promote the health, safety and general welfare of the citizens of the Town of Medway.

(b) **Prohibitions/Limitations**

(1) Public Ways - No person shall allow, permit, or cause a recreational vehicle or a commercial motor vehicle, bus or trailer having a Class 4 gross vehicle weight rating or higher to be parked at any location on any public or private way within the Town of Medway for any period in excess of four hours in any twenty-four hour period, unless said vehicle is in the process of loading, unloading, or providing some service to one or more adjacent properties.

(2) Private Property

a. For a business use authorized by special permit or variance by the Board of Appeals or for a pre-existing non-conforming business use, commercial motor vehicles with a Class 4 gross vehicle weight rating or higher shall not be parked within the standard front, side and rear setback areas established in the Zoning Bylaw for the applicable zoning district.

b. No person shall allow, permit, or cause a commercial motor vehicle with a Class 4 gross vehicle weight rating or higher to be parked on private property located within a residential zoning district unless done temporarily in connection with a bona fide commercial service, sales or delivery to such property not to exceed four hours in any twenty-four hour period.

(3) Not more than one unregistered vehicle of any kind may be parked or stored outside on any property.

Or to act in any manner relating thereto.

**PLANNING AND ECONOMIC DEVELOPMENT BOARD  
INSPECTOR OF BUILDINGS**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 28:** (Amend Zoning Bylaw: Accessory Family Dwelling Unit)

To see if the Town of Medway will vote to amend the Zoning Bylaw by deleting SECTION 8.2 Accessory Family Dwelling Unit in its entirety and replacing it as follows: Note that eliminated text is shown with a **strikethrough** and new text is shown in **bold**.

**8.2 ACCESSORY FAMILY DWELLING UNIT**

A. Purposes. The purposes of this **sub-section** Accessory Family Dwelling Unit bylaw are to:

1. **establish an option for the creation of Accessory Family Dwelling units to provide suitable housing** ~~assist Medway residents with creating suitable housing to accommodate for~~ a family member **and/or a caregiver for a family member who is an occupant of the premises;**

**2. provide opportunities to support residents who wish to age in place; and**

**3. maintain the residential character of neighborhoods.**

B. Applicability. The Board of Appeals may grant a special permit for an accessory family dwelling unit in accordance with this Section 8.2 and Table 1: Schedule of Uses.

C. Basic Requirements.

1. An accessory family dwelling unit shall be located within:

a. a detached single-family dwelling; ~~or and designed so as to preserve the appearance of the single-family dwelling.~~

**b. an addition to a detached single-family dwelling; or**

**c. a separate structure on the same premises as a detached single-family dwelling.**

2. There shall be ~~only~~ **no more than** one accessory family dwelling unit **associated with a detached single-family dwelling. per premises** on a lot, and no accessory family dwelling unit shall have more than one bedroom.

**3. No accessory family dwelling unit shall have more than one bedroom, unless a second bedroom is authorized by the Board of Appeals pursuant to 8.2.C. 8. herein.**

**4. An accessory family dwelling unit shall not exceed 800 sq. ft. of gross floor area unless:**

a. **there is an existing detached accessory structure larger than 800 sq. ft. located on the same lot as a detached single-family dwelling and the Board of Appeals determines its use as an accessory family dwelling unit is in character with the neighborhood; or**

**b. authorized by the Board of Appeals pursuant to 8.2.C.8. herein.**

3. **5.** There shall be at least one **designated** off-street parking space for the accessory family dwelling unit in addition to parking for the **occupants of the detached single-family** principal dwelling. The off-street parking **space** shall be located in a garage ~~or carport~~, or in the driveway, and **shall have vehicular access to the driveway.** ~~shall not be permitted within any required yard area or setback. There shall be no additional driveway or curb cut providing access to the accessory family dwelling unit.~~ **The location, quantity and adequacy of parking for the accessory family dwelling unit shall be reviewed by the Board of Appeals to ensure its location and appearance are in keeping with the residential character of the neighborhood.**

**6.** Occupancy of the single-family dwelling and accessory family dwelling unit shall be restricted as follows:

a. The owners of the property shall reside in one of the units as their primary residence, **except for bona fide temporary absences due to employment, hospitalization, medical care, vacation, military service, or other comparable absences which would not negate the primary residency standard.** For purposes of this section, "owners" shall mean one or more individuals who hold legal or beneficial title to the premises.

~~b. The unit not occupied by the owners may only be occupied by the owners' immediate family or step-family members, grandparents, or in-laws. A notarized statement of the~~

~~owner's relationship to the occupant shall be submitted to the Building Inspector prior to the issue of a certificate of occupancy for the accessory family dwelling unit.~~

**b. The accessory dwelling unit shall be occupied by any one or more of the following:**

**i. the owner(s) of the property**

**ii. the owner's family by blood, marriage, adoption, foster care or guardianship**

**iii. an unrelated caregiver for an occupant of the detached single-family dwelling or the accessory family dwelling unit, who is an elder, a person with a disability, handicap or chronic disease/medical condition, or a child.**

**Prior to the Town's issuance of a certificate of occupancy for the accessory family dwelling unit, the property owner shall submit to the Building Inspector a notarized statement of the property owner's relationship to the occupant of the dwelling unit not occupied by the property owner.**

**7. An accessory family dwelling unit shall be designed so as to preserve the appearance of the single-family dwelling and be compatible with the residential character of the neighborhood. Any new separate outside entrance serving an accessory family dwelling unit shall be located on the side or in the rear of the building.**

**8. In order to encourage the development of housing units for disabled and handicapped individuals and persons with limited mobility or a chronic medical condition, the Board of Appeals may allow reasonable deviations from the Basic Requirements where necessary to install features in the accessory family dwelling unit to facilitate the care of, and access and mobility for, disabled and handicapped individuals and persons with limited mobility or a chronic medical condition. This may include, but is not limited to, authorizing a second bedroom in the accessory family dwelling unit.**

~~D. Limitations of Special Permit. The special permit for an accessory family dwelling unit shall expire not more than three years after the date of issuance unless extended by the Board of Appeals. Upon transfer or conveyance of the property, the special permit granted hereunder shall become null and void.~~

**D. Decision**

**1. The Board of Appeals, in making its decision, shall make findings that all of the special permit criteria specified in SECTION 3.4 C. herein are met.**

**2. Conditions, Limitations and Safeguards – Special permits shall be subject to the conditions, limitations, and safeguards set forth in SECTION 3.4.D. herein subject to such exceptions as the Board of Appeals may deem appropriate. Every special permit shall include the following conditions:**

- a. **Recording.** The special permit shall be recorded with the Registry of Deeds prior to issuance of an occupancy permit for the accessory family dwelling unit.
- b. **Transfer of Ownership.** If the new owner(s) desires to continue to exercise the special permit, they must, within thirty (30) days of the conveyance, submit a notarized letter to the Building Inspector stating that they will occupy one of the dwelling units on the premises as their primary residence, except for bona fide temporary absences, and that the accessory family dwelling unit is to be occupied by one of parties specified in C. 6. b. herein.
- c. **Bi-Annual Certification.** The owner of the property shall provide a bi-annual certification to the Building Inspector verifying that the unit not occupied by the owner is occupied by one of the parties specified in C. 6. b. herein or that the space is being used for another lawfully allowed use pursuant to this Bylaw.

And by deleting the current definition of Accessory Family Dwelling Unit in SECTION 2 DEFINITIONS and replacing it as follows:

~~Accessory Family Dwelling Unit: A separate and complete housekeeping unit contained within, or being an extension of, a single family dwelling to accommodate additional family members of a resident of the primary dwelling.~~

**Accessory Family Dwelling Unit: A separate dwelling unit contained within a detached single-family dwelling unit or in an accessory structure thereto and which is subordinate in size to the principal dwelling unit, that is designed to accommodate family members of and/or caregivers for a resident of the primary or accessory family dwelling unit and which includes its own living, sleeping, sanitary and food preparation facilities such that the occupant(s) of the accessory family dwelling unit does not need to rely on the corresponding facilities located in the primary dwelling unit.**

And by adding the following definition in SECTION 2 DEFINITIONS as follows:

**Caregiver: An individual who regularly looks after a child or a sick, elderly, disabled, or handicapped person or an individual with a chronic medical condition, by providing for or assisting with the tasks of daily living such as, but not limited to activities necessary to maintain good health, personal care, meal preparation, child care, household and property maintenance, and transportation.**

And to act in any manner relating thereto.

**PLANNING AND ECONOMIC DEVELOPMENT BOARD  
ZONING BOARD OF APPEALS**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 29:** (Amend Zoning Bylaw: Site Plan Review)

To see if the Town will vote to amend the Medway Zoning Bylaw by deleting sub- SECTION 3.5 Site Plan Review and replacing it as follows: Note the text to be deleted is indicated with a ~~strike through~~ and new or relocated text is indicated in **bold**.

### 3.5. SITE PLAN REVIEW

#### 3.5.1 Purposes

Site plan review is a means of managing the aesthetics and environmental impacts of land use by the regulation of permitted uses, not their prohibition. Its purpose is to:

- assure protection of the public interest consistent with a reasonable use of the site for the purposes permitted in the district; **and**
- **promote and encourage desired community characteristics as expressed in the *Master Plan and Design Review Guidelines***

~~Accordingly, no building permit shall be issued for any use, site, or building alteration, or other improvement that is subject to this Section 3.5 unless an application for site plan review has been prepared in accordance with the requirements herein and unless such application has been approved by the Planning and Economic Development Board (hereinafter referred to in this Section as the Board)~~

#### 3.5.2 Requirements

- A. No building permit shall be issued for any use, site, or building alteration, or other improvement that is subject to this Section 3.5 unless an application for site plan review has been prepared in accordance with the requirements herein and unless such application has been approved by the Planning and Economic Development Board (hereinafter referred to in this Section as the Board) or its designee in the instance of administrative site plan review.**
- B. Unless specifically authorized by the terms of the site plan review decision, a final certificate of occupancy shall not be issued until the applicant has complied with or satisfied all conditions of the site plan review decision.**
- C. Any work done in deviation from an approved site plan shall be a violation of this Bylaw unless such deviation is approved in writing by the Board or determined by the Building Inspector to be an insubstantial change.**

#### ~~3.5.2~~ 3.5.3. Applicability

A. Site plan review shall apply to the following:

↳ Major Site Plan Review:

- a: New construction or any alteration, reconstruction, or renovation of any multi-family, commercial, industrial, institutional, or municipal use, **or any change in use of an existing building, which involves one or more of the following:** ~~involving 2,500 square feet or more of gross floor area,~~
  - i. the addition of 2,500 square feet or more of gross floor area; or**

**ii. the addition of fifteen or more new parking spaces; or**

- ~~b. New construction or any alteration, reconstruction, or renovation of an existing building, or any change in use of an existing building requiring fifteen or more parking spaces; or~~
  - ~~e. b. Construction, expansion, redesign, or alteration~~ **The redesign, alteration or modification** of an existing parking area involving the addition of fifteen or more new parking spaces.
2. ~~Minor Site Plan Review: Any construction, alteration, reconstruction or renovation project or change of in use that is not subject to Major Site Plan Review but which requires a building permit and involves one or more of the following:~~
- ~~a. New construction or any alteration, reconstruction, or renovation of any multi-family, commercial, industrial, institutional, or municipal use, or any change in use of an existing building, which is not subject to Major Site Plan Review but which involves one or more of the following:~~
    - ~~i. the addition of 1,000 to 2,499 square feet of gross floor area; or~~
    - ~~ii. the addition of five or more but less than fifteen new parking spaces; or~~
  - ~~a. Exterior alteration of an existing building or premises, visible from a public or private street or way, except where such alteration is exempt under Section B below; or~~
  - ~~b. New construction, expansion of an existing structure, or a change in use in an existing building requiring five or more but less than fifteen parking spaces; or~~
  - ~~e. b. Construction,~~ **The redesign, alteration** or modification of a **an existing** parking area involving the addition of five or more but less than fifteen new parking spaces; or
  - ~~d. c. Any use or structure or expansion thereof exempt under Massachusetts G.L. c. 40A, § 3. , if one or more of the above criteria a-e also apply, and only to the extent allowed by law.~~

**3. Administrative Site Plan Review:**

- ~~a. New construction or any alteration, reconstruction, or renovation of any multi-family, commercial, industrial, institutional, or municipal use which is not subject to Minor Site Plan Review but which involves one or more of the following:~~
  - ~~i. The addition of less than 1,000 square feet of gross floor area, or~~
  - ~~ii. Exterior alteration/renovation of an existing building or premises, visible from a public or private street or way which includes any of the following:~~
    - ~~a) installation or replacement of awnings~~
    - ~~b) change in a building's exterior surface material~~
    - ~~c) rearrangement or addition of windows or doors~~
    - ~~d) façade reconstruction/replacement~~



e) roofing if determined by the Building Inspector to be a distinctive architectural feature of the building

b. A change in curb cuts/vehicular access to a site from a public way

c. Installation or alteration of sidewalks and other pedestrian access improvements

d. Removal of hedges, living shrubs, and trees greater than two inches in caliper

e. Installation of fencing or retaining walls.

3. ~~4.~~ Relationship to Other Permits and Approvals.

a. If an activity or use requires both site plan review and one or more special permits, the ~~Planning and Economic Development~~ Board shall serve as special permit granting authority.

~~b.~~ If both a special permit and site plan review are required, ~~they shall be considered together under the provisions of Section 3.4.~~ **the Board shall review and conduct the public hearing concurrently and the Board may issue a singular decision.**

c. The Building Inspector shall not issue a building permit for any project subject to this Section 3.5 unless:

**i.** the Board has approved a site plan therefor or allowed ninety calendar days (in the instance of a major site plan project) **to elapse from the site plan submission date unless the applicant has requested an extension in writing; or**

**ii.** **the Board has approved a site plan therefor** or **allowed** sixty calendar days (in the instance of a minor site plan project) to elapse from the site plan submission date unless the applicant has requested an extension in writing; or

**iii.** **Administrative site plan approval has been granted or twenty-one calendar days have elapsed from the site plan submission date unless the applicant has requested an extension in writing.**

~~Any work done in deviation from an approved site plan shall be a violation of these Bylaws unless such deviation is approved in writing by the Board or determined by the Building Inspector to be an insubstantial change.~~

B. Exemptions. The following shall be exempt from Site Plan Review under this Section 3.5:

1. Single-family and two-family homes, including additions or enlargements **and accessory structures.**

2. Residential subdivisions approved by the Board under the Medway Subdivision Rules and Regulations.

~~3. Projects submitted to the PEDB under Section 8.5, Adult Retirement Community Planned Unit Development.~~

~~4.~~**3.** Projects in which the only exterior change that is visible from a public or private way, requiring a building permit, pertains to **the removal of architectural barriers to comply**

**with the Americans with Disabilities Act (ADA) or regulations of the Massachusetts Architectural Access Board (AAB)**

- ~~a. Architectural barrier removal to comply with the Americans with Disabilities Act (ADA) or regulations of the Massachusetts Architectural Access Board (AAB); or~~
- ~~b. Installation of awnings, exterior siding, or roofing, or replacement of windows or doors;~~

#### **3.5.4 Site Plan Rules and Regulations**

**The Board shall promulgate, after public notice and hearing, Site Plan Rules and Regulations to effectuate the purposes and intent of this Section 3.5, including but not limited to the following requirements and procedures for:**

- A. submission and review of major and minor site plans**
- B. modification of approved site plans**
- C. administrative review of small-scale projects by the Board's designee without a public hearing or meeting**
- D. waivers**
- E. conditions/limitations/safeguards and mitigation measures**
- F. performance security**
- G. construction inspection**
- H. standards of review consistent with Section 3.5.6 below**
- I. decision criteria**

#### **3.5.3. 3.5.5 Procedures for Site Plan Review**

- ~~A. The Board shall promulgate, after public notice and hearing, Site Plan Rules and Regulations to effectuate the purposes and intent of this Section 3.5, including submission requirements and procedures for major and minor site plans, modification of approved site plans, delegating administrative review to the Board's designee for review of small scale projects without a public meeting, and standards of review consistent with Section 3.5.4 below.~~
- A. Pre-Application Review – Before filing a site plan application, applicants for major site plan review shall and applicants for minor site review may schedule a pre-application meeting with the Town's interdepartmental project review team. Applicants may also request an informal, pre-application meeting with the Board to review conceptual plans.**
- B. Applicants shall submit an application for **major and minor** site plan review to the **Town Clerk and the** Board.
- C. The site plan submission date shall be the date the site plan application is filed with the Town Clerk and the Board, unless the Board notifies the applicant within twenty-one days of

submission that the application is incomplete. In such case, the site plan application will not be deemed to have been submitted.

- D. For Major Site Plan Review applications, the Board shall hold a public hearing on the proposed site plan. The public hearing shall conform to the requirements for public hearings and notice under G.L. c. 40A, § 11, and the Board's Site Plan Rules and Regulations. All costs of the public notice requirements shall be at the expense of the applicant.
- E. For Minor Site Plan Review applications, the Board shall review the site plan at a duly posted open meeting. Any public notice to abutters and other parties of interest shall be conducted in accordance with the Site Plan Rules and Regulations.
- F. The Board shall review and act upon the **applications for major and minor** site plan **review**, requiring such conditions as necessary to satisfy the Site Plan Review Standards under Section ~~3.5.4~~ **3.5.6**, below, and notify the applicant of its decision. The decision shall be **by majority vote of the membership, shall be made** in writing and shall be filed with the Town Clerk within ninety days of the date of application for Major Site Plan Review, or sixty days of the application date for Minor Site Plan Review. The applicant may request, and the Board may grant by majority vote of the membership, an extension of the time limit set forth herein.
- G. The Board may approve ~~the~~ **a major and minor** site plan or approve it with ~~the~~ conditions, **limitations, safeguards and mitigation measures** or deny a site plan only if the plan does not include adequate information as required by the Site Plan Rules and Regulations, or if the plan depicts a use or structure so contrary to health, safety and welfare of the public that no set of conditions would render the project tenable. ~~The Board's decision shall be by majority vote of the membership, and the decision shall be in writing.~~
- H. ~~The applicant shall satisfy or comply with all conditions of the site plan review decision prior to the issuance of a building permit except for those conditions that by their terms are intended to be satisfied during construction or later.~~
- I. ~~Unless specifically authorized by the terms of the site plan review decision, a final certificate of occupancy shall not be issued until the applicant has complied with or satisfied all conditions of the site plan review decision.~~

**H. The Board's designee shall review and act on applications for administrative site plan review and may require conditions as necessary to satisfy the Administrative Site Plan Review Standards.**

#### **3.5.4. 3.5.6 Site Plan Review Standards**

The Board's Site Plan Rules and Regulations shall adopt standards for **major, minor and administrative** site plan review that will at a minimum address the following:

- A. Siting of facilities;
- B. Design guidelines;
- C. Open space and natural features;
- D. Pedestrian, bicycle, and vehicular circulation;

- E. Water quality;
- F. Stormwater;
- G. Utilities, exterior lighting, parking, and snow removal;
- H. Trees and landscaping;

**I. Site Amenities;**

- ~~I~~**J.** Town character and historic significance;
- ~~J~~**K.** Impacts on public services and facilities;
- ~~K~~**L.** Signage;
- ~~L~~**M.** Safety;
- ~~M~~**N.** Energy efficient site design;
- ~~N~~**O.** Potential adverse effects and mitigation thereof.

**P. Plan and decision modifications**

Or to act in any manner relating thereto:

**PLANNING AND ECONOMIC DEVELOPMENT BOARD**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 30:** (Amend Zoning Bylaw: Editing Zoning Bylaws)

To see if the Town of Medway will vote to amend the Medway Zoning Bylaw by authorizing the Medway Planning and Economic Development Coordinator, under the auspices of the Planning and Economic Development Board, to edit the Medway Zoning Bylaw for format only through use of bold, italics, underscores, bullets, font style, font size, spacing, and other similar editing measures to improve the Bylaw's readability **and ease of use** without changing the text, section and heading titles, numbering, or content in any manner; and to clearly denote those terms throughout the Bylaw that are officially defined within SECTION 2 of the Bylaw.

Or to act in any manner relating thereto.

**PLANNING AND ECONOMIC DEVELOPMENT BOARD**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 31:** (Amend Zoning Bylaw: New Section Zoning District Boundaries)

To see if the Town will amend the Medway Zoning Bylaw by adding a new Section 4.4 as follows:

4.4 ZONING DISTRICT BOUNDARIES

Where a zoning district boundary line is shown on the Zoning Map as being within a public or private street or right-of-way, the center line of the street or right-of-way shall be the zoning district boundary line.

Or to act in any manner relating thereto.

## PLANNING AND ECONOMIC DEVELOPMENT BOARD

### BOARD OF SELECTMEN RECOMMENDATION:

### FINANCE COMMITTEE RECOMMENDATION:

#### **ARTICLE 32:** (Amend Zoning Bylaw: Definitions)

To see if the Town of Medway will vote to amend the Zoning Bylaw by deleting item F. Building Height from Section 6.2. General Provisions and inserting the following definition in alphabetical order in SECTION 2 DEFINITIONS:

**Building Height** – The vertical distance from grade plane to the average height of the highest roof surface.

And by inserting the following definitions in alphabetical order in SECTION 2 DEFINITIONS:

**Garage, private residential:** A structure which is accessory to a residential building and used by the residents thereof for personal household storage and/or the parking and storage of motorized vehicles and other moveable items such as campers, boats and other types of recreational vehicles owned by the residents of the building, and which is not a separate commercial enterprise available to the general public.

**Membrane Structure:** An air-inflated, air-supported, tensioned, cable or frame-covered structure as defined by the International Building Code and not otherwise defined as a tent or canopy.

**Tent:** A structure, enclosure or shelter constructed of fabric or pliable material with or without sidewalls or drops, supported by any manner except by air or the contents that it protects.

**Self -Storage Facility:** A structure containing separate, individual, and private storage spaces of varying sizes leased or rented for varying periods of time for personal, household, and/or business storage.

**Automated Teller Machine (ATM) Kiosk:** A free-standing, electronic banking outlet which allows customers to complete various banking transactions without the aid of a branch representative or teller. NOTE – Sometimes referred to as automated banking machines.

**Abandonment of Use:** The intentional cessation or discontinuation of a particular use of property. The abandonment of a nonconforming use occurs when the owner forms an intent to abandon the use and engages in conduct that carries the implication of abandonment. Abandonment does not include temporary or short-term interruptions to a use or activity during periods of remodeling, maintaining, or otherwise improving or rearranging a facility, or during normal periods of vacation or seasonal closure.

**Museum:** A premises open to the public for the procurement, care, conservation, storage, study and display of inanimate objects of lasting historical, scientific, artistic or cultural interest or value.

**Movie Theatre/Cinema:** A venue, usually a building that contains an auditorium for viewing movies (films) for entertainment.

**Theatre:** A building, part of a building or outdoor area where plays, dramatic presentations and stage entertainment, etc., are performed.

**Recreational Vehicle:** A vehicular type portable structure without a permanent foundation that can be towed, hauled, or driven and that is primarily designed or modified to serve as a temporary living accommodation for recreational, camping and travel use and includes but is not limited to travel trailers, truck campers, caravan, camping trailers, and self-propelled motor homes.

And by eliminating the following existing definitions in SECTION 2 DEFINITIONS (noted in strikethroughs) and replacing them (as noted in **bold text**) as follows:

~~Shopping Center (Current): A group of commercial establishments planned, constructed, and managed as a total entity, with customer and employee parking provided on site and provision for good delivery separated from customer access.~~

**Shopping Center/Multi-Tenant Development** (proposed): A group of two or more business establishments designed, planned, constructed and managed as a total entity, located in one or more buildings on one or more lots under single or multiple ownership, with customer and employee parking provided on-site.

\*\*\*\*\*

~~Family (current): Any number of individuals living and cooking together on the premises as a single housekeeping unit, as distinguished from a group occupying a boarding or lodging house, motel or hotel.~~

**Family** (proposed):

- An individual or two or more persons including children, who are related by blood, marriage, foster care, legal adoption or guardianship, living together as a single housekeeping unit
- A group of up to four individuals not related by blood, marriage, foster care, legal adoption or guardianship, living together as a single housekeeping unit
- Two unrelated adults and their related children living together as a single housekeeping unit

\*\*\*\*\*

~~Commercial Motor Vehicle (current): Any vehicle licensed by the Commonwealth of Massachusetts as a commercial motor vehicle (540 CMR 4.02 Special Definitions)~~

**Commercial Motor Vehicle** (proposed): Any vehicle defined as such by the Massachusetts Registry of Motor Vehicles in 540 CMR 2.05

\*\*\*\*\*

~~Dwelling Unit (current): One or more rooms providing complete living facilities for one family, including equipment for cooking or provisions for same, and including room or rooms for living, sleeping, and food preparation.~~

**Dwelling Unit** (proposed): One or more rooms providing complete living facilities for one family, including room or rooms for living, sleeping, food preparation and sanitary facilities.

Or to act in any manner relating thereto.

**PLANNING AND ECONOMIC DEVELOPMENT BOARD**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 33:** (Amend Zoning Bylaw: Prohibited Uses)

To see if the Town of Medway will vote to amend SECTION 5.2 of the Zoning Bylaw by inserting the following to Sub-Section 5.2 B. PROHIBITED USES:

B. 13. Self-Storage Facilities

And by revising the identification of item B. 13 to become B. 14, or act in any manner relating thereto.

**PLANNING AND ECONOMIC DEVELOPMENT BOARD**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**

**ARTICLE 34:** (Amend Zoning Map: Rezoning from ARII to Industrial II)

To see if the Town of Medway will vote to amend the Medway Zoning Map by rezoning the following parcels from ARII to Industrial II:

Address	Map/Parcel	Owner	Size	Notes
12 West Street	66 - 010	Sithe W. Medway LLC - c/o NSTAR	.2 acres	Electrical sub-station
Portion of 34 West Street	66 - 012	Sithe W. Medway LLC - c/o NSTAR	???	Electrical ROW. This parcel has split zoning - part Ind II and part ARII
30 West Street	66 - 011	New England Power Co	.7 acres	Electrical ROW
15 West Street	66 - 005	West ST. Realty Trust	6.97 acres	Mobile Excavating and American Stripping
23 West Street	65 - 028	New England Power Co	8.52 acres	Electrical ROW
27 West Street	66 - 004	New England Power Co	.37 acres	Electrical ROW
29 West Street	65 - 027	New England Power Co	12.97 acres	Electrical ROW
0 West Street	55 - 026	Boston Edison/NSTAR	6.7 acres	Electrical ROW
Portion of 0 Summer Street	66 - 013	Sithe W. Medway LLC - Excelon	???	Electricity Generation Facility. This parcel has split zoning - part Ind II and part ARII

And by revising Table 1 Schedule of Uses in Section 5.4 to add Contractor's Yard as an allowed, by right use, in the Industrial II zoning district.

Or to act in any manner relating thereto.

**PLANNING AND ECONOMIC DEVELOPMENT BOARD**

**BOARD OF SELECTMEN RECOMMENDATION:**

**FINANCE COMMITTEE RECOMMENDATION:**



And you are hereby directed to serve this warrant by posting printed attested copies thereof at two (2) locations in each precinct at least SEVEN (7) days before the day of said meeting. Hereof fail not and make due return of this warrant with your doings thereon to the Clerk of said Town at or before the time of said meeting.

Given under our hands in Medway, this 19<sup>th</sup> day of April 2016.

A TRUE COPY:

SELECTMEN OF THE TOWN OF MEDWAY

\_\_\_\_\_  
John Foresto, Chairman

\_\_\_\_\_  
Maryjane White, Vice Chairman

\_\_\_\_\_  
Richard D'Innocenzo, Clerk

\_\_\_\_\_  
Glenn Trindade, Member

\_\_\_\_\_  
Dennis Crowley, Member

**ATTEST:** \_\_\_\_\_  
Paul Trufant, Constable

# AGENDA

## ITEM #5

**Discussion – Inter-Municipal Agreement – Mutual Aid - Police**

**Associated backup materials attached:**

- Mutual Aid Agreement

**Proposed Motion:** I move that the Board approve an inter-municipal agreement with the Town of Franklin for Police mutual aid.

**TOWNS OF MEDWAY AND FRANKLIN:  
INTERMUNICIPAL AGREEMENT TO PROVIDE  
PUBLIC SAFETY MUTUAL AID**

AGREEMENT made by and between the Towns of Medway and Franklin, each being a duly-organized municipal corporation located within Norfolk County, Massachusetts (hereinafter: "Towns", collectively, or "Town", individually).

WHEREAS, Towns, as parties to this agreement ("Agreement") recognize that in certain situations the ability of police officers to exercise sworn police powers outside of the territorial limits of the municipality where such officers are regularly employed may be desirable and necessary in order to preserve officer safety and protect the lives, safety, and property of the public of each participating community; and

WHEREAS, Chapter 40, Section 8G of the Massachusetts General Laws, which has been duly accepted by each Town, authorizes cities and towns that have accepted its provisions to enter into agreements with other cities and towns to provide mutual aid and support; and

WHEREAS, each Town desires to enter into an agreement that sets forth mutually agreeable terms and conditions for the furnishing of law enforcement mutual aid for the exercise of police authority by police officers of each Town within the territorial limits of each other Town;

NOW THEREFORE, the Towns hereto mutually agree as follows:

**Section 1.0 Purpose & Authority**

This Agreement constitutes an agreement by and between, Towns to establish a strategic working partnership to address certain public safety concerns including but not limited to: providing mutual aid for each police department because of terrorist or enemy action; natural disaster; unusual occurrence, including but not limited to fire, flood, storm, earthquake, landslide, aircraft accident, search or rescue operations; other natural or man-caused incidents requiring exceptional police action; school or workplace violence; riot; mob action; civil disturbance; demonstration; urban insurgency; impaired driving; drug distribution; electronic & cybercrime; combating violent street gangs and associations; as well as any law enforcement operations that require more sophisticated investigation on a regionalized basis or any situation threatening the peace and tranquility in the Towns' jurisdictions.

In order to address these serious public safety concerns, the Towns hereby agree to have sworn police officers from each Town's police department empowered to operate with full police powers, including the power of arrest, in each Town, as authorized under M.G.L. c. 40, § 8G. This type of agreement allows sworn police officers from each signatory community to cross into the geographical jurisdiction of the other signatory community to carry out official police business under the authority of M.G.L. c. 37, § 13; M.G.L. c. 40, § 8G; M.G.L.c. 41, §§ 95, 98, 98A-99; and similar statutes. Such extraterritorial exercise of

police powers is authorized under this Agreement in both mutual-aid-request and self- activation situations, as defined herein. Nothing in this Agreement is intended to be construed to limit the lawful authority of police officers to make arrests or exercise police powers outside of this Agreement.

## **Section 2.0                    Definitions**

For purposes of this Agreement, the following terms shall be defined as set forth below:

- a. Chief of Police: A Town's chief law enforcement officer; includes functional equivalent of Chief of Police, whether denominated "Director," "Commissioner," "Superintendent," or similar title.
- b. Commanding Officer: A Town's Chief of Police, designee of the Chief of Police, or Police Officer in charge of a shift.
- c. Official Request: A request for police assistance or for the exercise of Police Powers made by one Town to the other Town under the terms of this Agreement.
- d. Town: City, Town, or other political subdivision which has executed this Agreement through its Board of Selectmen or Town Council, as appropriate.
- e. Police Officer: An active on-duty sworn municipal police officer regularly employed as such by or in either Town; for purposes of this Agreement, Chiefs of Police shall be the only Police Officers considered on-duty at all times.
- f. Police Powers: All police powers granted by municipalities to Police Officers regularly employed as such, including but not limited to the power of arrest.
- g. Receiving Town: A Town receiving police assistance or in which one or more Police Officer(s) regularly employed as such by the other Town is/are exercising Police Powers in accordance with this Agreement.
- h. Self-Activation: The exercise of Police Powers within the territorial limits of one Town by any active on-duty Police Officer regularly employed as such by the other Town, under the terms of this Agreement in the absence of an Official Request.
- i. Sending Town: A Town which provides police assistance under the terms of this Agreement or which regularly employs one or more Police Officers who exercise Police Powers within the territorial limits of the other Town under the terms of this Agreement.

## **Section 3.0                    Terms of Agreement**

It is the intent of Towns to implement this agreement on a continuing basis and to hold periodic reviews as each Town determines and deem necessary to ensure that the agreement is meeting the mutual aid wants and needs of the Towns hereto. To this end, this Agreement shall be effective as of the date of execution by both Towns and shall remain in effect thereafter until terminated.

## **Section 4.0 Termination of Agreement**

Either Town may unilaterally withdraw from this Agreement at any time upon thirty (30) days prior written notice to the other Town.

## **Section 5.0 Amendment of Agreement**

This Agreement may be amended from time to time only by a specific writing duly executed by both Towns, as of the date of the amendment.

## **Section 6.0 Obligations and Responsibilities**

**6.01 Authority of Officers.** The police powers, rights, privileges and immunities of any Police Officer employed by one Town shall extend within the territorial limits of the other Town while such Police Officer operates within the territorial limits of a Receiving Town in accordance with this Agreement, either pursuant to an Official Request or Self-Activation.

Operating within the territorial limits of a Receiving Town in accordance with this Agreement shall not cause a Police Officer to be considered for any purpose to be an employee of the Receiving Town. All employment rights, compensation, and benefits, including but not limited to the provisions of M.G.L. c.41, § 111F and/or M.G.L. c. 32 § 94, shall remain the responsibility of the Sending Town. Notwithstanding the foregoing, either Town may be reimbursed in accordance with this Agreement and shall be entitled to the liability and indemnification protections as outlined herein.

Any citizen or other complaints or investigatory or disciplinary action arising out of the conduct of any Police Officer acting pursuant to this Agreement shall be treated as if the Officer had been operating within the territorial limits of the Sending Town at the time of the incident(s) or conduct at issue, unless otherwise agreed upon in writing by the Sending Town and the Receiving Town.

**6.02 Command and Control.** Upon entering the territorial jurisdiction of a Receiving Town for the purposes of exercising Police Powers pursuant to this Agreement, each Police Officer shall report as soon practically possible to the Commanding Officer of the Receiving Town (either in person or by radio or other alternative electronic device), and shall be under the direction and control of said Commanding Officer during the duration of the operation, event or incident in connection with which the Police Officer is exercising Police Powers.

The Commanding Officer of the Sending Town may recall any Police Officer and equipment of the Sending Municipality at the Commanding Officer's sole discretion.

**6.03 Official Request.** Either Town or its designee may request assistance from the other Town for any valid law-enforcement purpose, including but not limited to the purposes set forth above in Section 1.0 (Purpose & Authority) and as detailed below in Section 6.04 (Self-Activation). To the extent possible and practicable, any Official Request shall include all pertinent information such as the nature, location, and expected duration of the event or situation giving rise to the Official Request; the number of Police Officers requested, including specialty requirements; the type of equipment and logistical support needed; the location to which Police Officers should report; and the name of the supervising officer or Commanding

Officer to whom Police Officers should report. This Agreement is not intended to impose any obligation on either Town to respond to any Official Request.

**6.04 Self-Activation.** An active on-duty Police Officer who observes or becomes aware of any violation of law within the territorial limits of either Town (including the Sending Town), may exercise Police Powers within the territorial limits of either Town for the purpose of preventing harm to the public; preventing loss or damage to property; engaging and stopping unlawful behavior; investigating possible criminal violations; increasing the capability of both Towns to protect the lives, safety, and property of people in the area; detaining offenders pending arrival of a Police Officer of the Receiving Town; enforcing or investigating any traffic-related incident or violation, whether or not it was originally observed in territorial limits of the Sending Town; and fresh-and-continued pursuit or exigent circumstances as otherwise authorized by law.

**6.05 Notification to Receiving Town of Exercise of Police Powers.** Whenever Police Powers are exercised by a Police Officer in a Receiving Town pursuant to this Agreement, the Commanding Officer of the Receiving Town shall be notified as soon as practicable by the Police Officer exercising the Police Powers so that arrangements can be made for any arrestee to be transported to the appropriate police headquarters to undergo the required administrative booking process in the jurisdiction where the arrest occurred or other appropriate administrative action may be taken. Such notification is intended to ensure that the Police Officer has properly recorded all of the facts and circumstances of the arrest or other police action, the appropriate biographical data of any involved persons, and the documentation necessary for the effective prosecution of any criminal defendant in a court of proper jurisdiction.

**6.06 Powers of Police Officers.** The powers of all the Police Officers operating under this Agreement shall remain in full force and effect for the duration of this Agreement unless any of the following should occur:

- A Police Officer's separation of service from the employing agency;
- The Chief of Police or designee of the Sending Town imposes a restriction on the Police Officer's authority to exercise Police Powers in accordance with this Agreement.

**6.07 Costs and Expenses.** Each Town shall assume and be responsible for paying all of its own personnel costs, including, but not limited to the salaries, overtime premiums, and disability benefits payable to its own Police Officers, and all of its own equipment costs, including, but not limited to, damage to or loss of its own equipment, and use of fuel, ammunition and other expendable supplies; provided, however, that the Receiving Town, if an Official Request has been made, shall reimburse the Sending Town for such payments to the extent there is insurance coverage available to do so and/or any Federal or State grant funds and/or emergency funds (e.g., in the event of a natural disaster) available to do so.

## **Section 7.0 Liability and Indemnification**

Each Town agrees to assume its own defense and, in the case of Self-Activation, to indemnify, hold harmless, and defend the other Town, its agents, servants, and employees from and against all suits and

claims brought by third party arising out of any act or omission committed by that Town's or its Police Officer(s)' exercise of Self-Activation, as defined in this agreement.

## **Section 8.0 Successors and Assigns**

The provisions of this Agreement shall be binding upon, and shall inure to the benefit of the successors and assigns and the public body or bodies succeeding to the respective interests of each Town.

## **Section 9.0 Section Headings**

The headings of the Sections set forth herein are for convenience of reference only and are not part of this Agreement and shall be disregarded in constituting or interpreting any of the provisions of this Agreement.

## **Section 10.0 Execution of Counterparts**

This Agreement may be executed in any number of counterparts. Each such counterpart shall be deemed to be an original and all together shall constitute but one and the same instrument.

## **Section 11.0 Stability of Agreement**

This Agreement is to be construed in accordance with the laws of the Commonwealth of Massachusetts and the Ordinances/Bylaws of Towns. This Agreement, together with any reference to Attachment(s), embodies the entire agreement between the Parties hereto, and each Party acknowledges that there are no inducements, promises, terms, conditions or obligations made or entered into other than those contained herein.

## **Section 12.0 Invalidity**

If any provision of this Agreement is held to be illegal, invalid or unenforceable, the remaining terms and provisions shall not be affected and shall remain in full force and effect.

## **Section 13.0 Non-Waiver**

The failure of either Party to enforce at any time any of the provisions hereof shall not be construed to be a waiver of such provisions or of the right of such party thereafter to enforce any such provisions.

## **Section 14.0 Legal Advice**

The Towns acknowledge that each Town's officials have had the opportunity to fully discuss and review the terms of the Agreement with an attorney. Each Town further acknowledges that its authorized official(s) has/have carefully read the Agreement, understand(s) its meaning and intent, and freely and voluntarily assents to all of the terms and conditions hereof, and have caused the Agreement to be executed as the duly-authorized act of Town.

**Section 15.0 Signatories**

**IN WITNESS WHEREOF**, each Town has executed this Agreement and caused it to be effective as to each Town as of the latest date set forth in the signature block for any Town.

Medway, by its Board of Selectmen:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ Date  
\_\_\_\_\_  
Chief of Police Date

Franklin, by its Town Administrator, duly authorized:

\_\_\_\_\_  
Jeffrey D. Nutting Date  
\_\_\_\_\_  
Chief of Police Date



# AGENDA

## ITEM #6

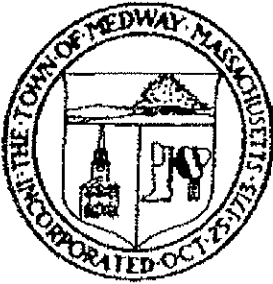
### Approval – Common Victualler License Transfer – Medway Village Pizza

#### **Associated backup materials attached:**

- License Application from Ayman Abdelmesih

**Note:** All mandatory documents have been received and signed off by all necessary departments.

**Proposed Motion:** I move that the Board approve the transfer of the common victualler license associated with Medway Village Pizza from George Kosivas to Ayman Abdelmesih.



**Town of Medway**  
**BOARD OF SELECTMEN**  
155 Village Street, Medway MA 02053  
(508) 533-3264 • FAX: (508) 321-4988

APPLICATION FOR COMMON VICTUALLER LICENSE

License Fee - \$50.00

Common Victualler License Only

Common Victualler with Liquor License

2/18/16

Date

New Application \_\_\_\_\_ Transfer  / From Medway Village Pizza Other \_\_\_\_\_

Name of Applicant: Ayman Abdelmesin (FalTaoS Inc)

Business Name: Medway Village Pizza

Business Address: 135 Village St, Medway, MA 02053

Name of Proposed Establishment: (Same) Medway Village Pizza

Days & Hours of operation: Mon-Thur 11am-9pm Fri+Sat 11<sup>am</sup>-10pm

Property Owner: London Estates

Property Owner's Mailing Address: 89 Worcester Str, Natick, MA 01760

Change in Floor Plan must be approved by the Board of Selectmen

Copy of Floor Plan Enclosed \_\_\_\_\_ Maximum Seating # 10

Copy of Site Plan Enclosed \_\_\_\_\_ Maximum Occupancy # \_\_\_\_\_

Manager: owner

Assistant Manager: \_\_\_\_\_

(Alcohol License Only)

I, the undersigned, state that the information provided in this application, and associated attachments, is true and accurate to the best of my knowledge. Furthermore, I certify under the penalties of perjury, that all taxes, fees, and fines owned have been paid:

Ayman

Applicant's Signature

# **AGENDA**

## **ITEM #7**

**Vote to Terminate – Summer Recreation Program  
– Inter-Municipal Agreement - Franklin**

**Associated backup materials attached:**

- Inter-municipal Agreement

**Proposed Motion:** I move that the Board vote to terminate the inter-municipal agreement between the Town of Franklin and the Town of Medway for Franklin to provide recreation services.

**INTERMUNICIPAL AGREEMENT BETWEEN  
TOWN OF FRANKLIN AND TOWN OF MEDWAY  
FOR FRANKLIN TO PROVIDE RECREATION  
SERVICES TO MEDWAY**

**AGREEMENT** made this 23<sup>rd</sup> day of February, 2009 by and between the Town of Franklin, a duly-organized municipal corporation with administrative offices located in the Municipal Building, 355 East Central Street, Franklin, MA (hereinafter: "Franklin") acting by and through its Town Administrator, duly-authorized, on behalf of its Recreation Department and the Town of Medway, a duly-organized municipal corporation with administrative offices located in the Town Hall, 155 Village Street, Medway, MA (hereinafter "Medway"), acting by and through its Board of Selectmen, duly-authorized, on behalf of its Park Department:

**WHEREAS**, Franklin has an active Recreation Department which provides organized sports programs and other recreational activities (programs and activities) to Franklin residents upon payment of a fee for participation, and

**WHEREAS**, Medway does not presently offer such programs or activities to its residents because it does not have a recreation staff, but Medway does maintain athletic fields and other recreational facilities (collectively "facilities"), and

**WHEREAS**, Franklin is willing to utilize its Recreation Department staff to make its existing programs and activities at its Franklin facilities available to Medway residents to the extent there are openings and to develop new fee-based programs and activities for Medway residents which utilize Medway's facilities, and

**WHEREAS**, the following agreement between Franklin and Medway for Franklin to provide recreation services to Medway constitutes an intermunicipal agreement governed by the provisions of G.L. Chapter 40, Section 4A, as amended by Chapter 188 of the Acts of 2008, which requires the Franklin Town Council to authorize this agreement on behalf of Franklin and it has done so and which authorizes the Medway Board of Selectmen to execute this agreement on behalf of Medway,

**NOW THEREFORE**, in consideration of the foregoing recitals, Franklin and Medway **AGREE** as follows:

1. Franklin Programs and Activities. If, after Franklin residents have been afforded an opportunity to register, there are still openings available in a Franklin Recreation Department program or activity developed for Franklin residents, Franklin may permit Medway residents to participate upon payment of the appropriate fee or

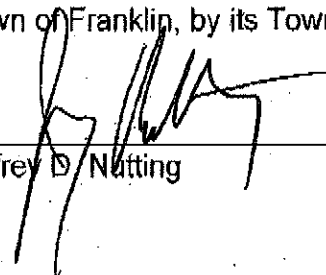
charge; all such fees and charges which Franklin collects shall inure solely to Franklin's benefit for the use of the Franklin Recreation Department.

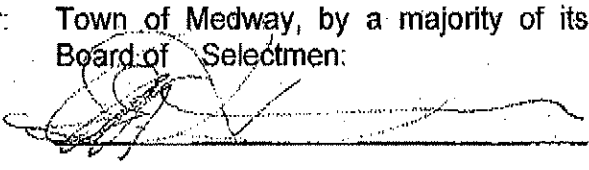
2. Medway Programs and Activities. Franklin Recreation Department, in consultation with Medway Park Department, may develop and offer fee-based programs and activities for Medway residents to be held in either Franklin or Medway; Franklin may charge Medway residents a reasonable fee for participation. If, after Medway residents have been afforded an opportunity to register, there are still openings available in a Franklin Recreation Department program or activity developed for Medway residents, Franklin may permit Franklin residents to participate upon payment of the appropriate fee or charge. The fees collected shall inure to Franklin's benefit for the use of Franklin Recreation Department PROVIDED THAT if a program or activity is held at a Medway athletic field, Franklin shall pay to Medway eight dollars (\$8.00) per paid participant for the use of the athletic field to be applied by Medway to the cost of field maintenance. Franklin shall keep accurate and comprehensive records of services performed, costs incurred, and reimbursements received, which shall be subject to the town's annual audit. Periodic financial statements shall be issued to the extent required by G.L. c. 40 §4A. Neither town incurs any financial liability under this agreement.
3. Staffing. Franklin will utilize current Franklin Recreation Department staff for Medway programs and activities and may hire additional staff who shall be Franklin employees. Franklin shall give preference to Medway residents in hiring additional staff solely for Medway programs and activities. The Medway Park Department's administrative assistant/secretary may be utilized to assist Franklin in program/activity registration but shall remain a Town of Medway employee.
4. Term. The initial term of this agreement shall commence as of the date that the Franklin Town Administrator executes this agreement and shall end on December 31, 2009. Thereafter, this agreement shall automatically renew for a one-year period beginning January 1, 2010 and ending December 31, 2010 and for one-year periods thereafter, January 1 through December 31, unless terminated by either municipality by vote, in Franklin's case, of its Town Council, and, in Medway's case, by vote of its Board of Selectmen, said termination to be effective as of January 1 of the year following the vote PROVIDED THAT written notice of said vote is given by the terminating municipality to the other municipality prior to December 1 of the year in which the vote is taken, and further PROVIDED THAT in no event shall the term of this agreement exceed 25 years.
5. The foregoing represents Franklin's and Medway's entire agreement relating to Franklin's providing recreation services to Medway; all prior and contemporaneous agreements are merged herein. Any amendment of this Agreement shall only be effective if in writing and signed by duly-authorized representatives of both municipalities.

In witness whereof, Franklin and Medway have each caused this Agreement to be executed on its behalf by its duly authorized municipal official(s), on the date noted below.

Town of Franklin, by its Town Administrator:

Town of Medway, by a majority of its Board of Selectmen:

  
\_\_\_\_\_  
Jeffrey D. Nutting

  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3-12-09  
Date

2/23/09  
Date

# **AGENDA**

# **ITEM #8**

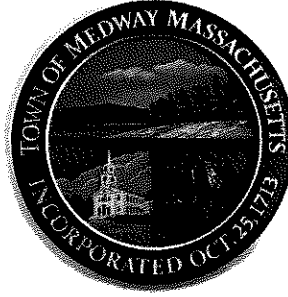
**Discussion – Fire Pole Disposition**

**Associated backup materials attached:**

- Conveyance and Sale Authorization

**Board of Selectmen**

*John A. Foresto, Chair*  
*Maryjane White, Vice-Chair*  
*Richard A. D'Innocenzo, Clerk*  
*Glenn D. Irindade*  
*Dennis P. Crowley*



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

**TOWN OF MEDWAY**  
**COMMONWEALTH OF MASSACHUSETTS**

**AUTHORIZATION TO CONVEY ONE (1) "USED" FIRE POLE TO TOWN OF CARVER**

- Whereas* The Fire Chief of the Town of Medway has determined that the fire pole located in the Summer Street Fire Station, also known as Fire Headquarters, is no longer needed by his department and may be declared as surplus and disposed of, and
- Whereas* The Fire Chief of the Town of Medway has determined, through the review of building tradesmen, that the cost to remove the pole, fill the opening, and restore the immediate and adjacent area along with the surplus value of the pole is approximately \$3,800, and
- Whereas* The Town of Carver Fire Department, through its Fire Chief, has expressed an interest in the Medway pole for their new Fire Headquarters building now under construction, and is committed to compensating the Town of Medway at the \$3,800 full value, and
- Whereas* This transaction is made through an intergovernmental agreement and not subject to the provisions of Chapter 30B,

*Now Therefore*, the Board of Selectmen of the Town of Medway do hereby approve the conveyance and sale of the Medway Fire Pole to the Town of Carver in the amount of \$3,800 and authorize the Town Administrator and Fire Chief to take all steps necessary to complete the process.

Voted by the Medway Board of Selectmen on this 7<sup>th</sup> day of March, 2016.

---

John A. Foresto, Chair

---

Date



March 2, 2016

Chief Jeffrey P. Lynch  
Medway Fire Department  
44 Milford Street  
Medway, MA 02053

Chief Lynch,

RE: Agreement for fire pole transaction

In response to our telephone conversation on Tuesday regarding the fire pole, the Town of Carver is in agreement to pay invoices for the remediation of the area created by the removal of the fire pole in your station. We understand that these invoices will include engineering fees to assure that the area filled will be structurally sound, carpeting to cover the immediate and surrounding area impacted, and such other items or materials necessary to complete the job.

The cost to the Town of Carver shall not exceed the agreed to amount of \$3,800.00 and all invoices shall be made out to the Town of Carver for payment.

Please mail invoiced to:

ATTENTION: Chief Craig Weston  
112A Main Street  
Carver, MA 02330

Sincerely,

A handwritten signature in black ink, appearing to read 'W. J. Harriman', with a long horizontal flourish extending to the right.

William J. Harriman, Chairman  
Fire Station Building Committee  
Town of Carver

# AGENDA

## ITEM #9

### **Approval – One Day Liquor License Applications**

- a. Dianne Smith – Thayer Homestead – March 11
- b. Denise Centola – Thayer Homestead – March 19
- c. Holliston Lions – St. Josephs Hall – March 19
- d. Amy Gilooly – Thayer Homestead – March 20

### **Associated backup materials attached:**

- Applications and Police Chief's Recommendations

**Proposed Motion:** I move that the Board approve all one day liquor licenses as presented subject to the Police Chief's recommendations and evidence of appropriate insurance coverage for each respective event.



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 50<sup>th</sup> BIRTHDAY PARTY  
Name of Organization/Applicant DIANNE SMITH  
Address 23 KAREN AVE MEDWAY MA 02053

FID#

Non-Profit Organization Y  N

Attach non-profit certificate of exemption

Event Location THAYER HOUSE

Event Date 3/11/16

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

Is event open to the general public? Y  N

Estimated attendance 40

Will there be an age restriction? Y  N

Minimum age allowed:

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  3/1/14 \_\_\_\_\_

Applicant's Signature  \_\_\_\_\_

Applicant's Name \_\_\_\_\_

Address \_\_\_\_\_

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 \_\_\_\_\_  
315 Village St \_\_\_\_\_ Date \_\_\_\_\_

Fire Department \_\_\_\_\_  
44 Milford St \_\_\_\_\_ Date \_\_\_\_\_

Board of Health \_\_\_\_\_  
Town Hall, 2<sup>nd</sup> Fl \_\_\_\_\_ Date \_\_\_\_\_

Building Department \_\_\_\_\_  
Town Hall, 1<sup>st</sup> 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

March 2, 2016

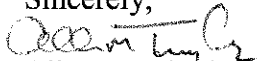
To: Michael Boynton  
Town Administrator

From: Allen M. Tingley  
Chief of Police

Re: One day liquor license- Thayer Property- 50<sup>th</sup> Birthday Party

I have reviewed the request from Dianne Smith for a one day liquor license for a 50<sup>th</sup> Birthday Party, to be held at the Thayer House, 2B Oak Street, on March 11, 2016. I approve of the issuance of this one day liquor license with the stipulation that the wine, beer and alcohol 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)

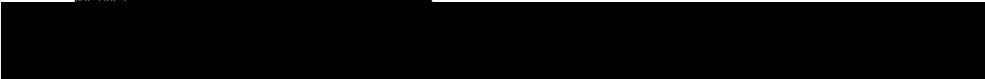
All Alcohol \_\_\_\_\_ Wine and Malt X

Event 3/19/16

Name of Organization/Applicant Denise Centola

Address 6 Bridge Street, Medfield, MA 02052

FID#



Non-Profit Organization Y \_\_\_\_\_ N X

Attach non-profit certificate of exemption

Event Location Thayer

Event Date 3/19/16

Event Hours (No later than 1:00 AM; Last call 12:30 AM) 8-4<sup>00</sup>

Is event open to the general public? Y \_\_\_\_\_ N X

Estimated attendance \_\_\_\_\_

Will there be an age restriction? Y \_\_\_\_\_ N X

Minimum age allowed:

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

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 \_\_\_\_\_ 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 2/25/16

Applicant's Signature X Denise Centola

Applicant's Name X Denise Centola

Address \_\_\_\_\_

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 \_\_\_\_\_  
315 Village St \_\_\_\_\_ Date

Fire Department \_\_\_\_\_  
44 Milford St \_\_\_\_\_ Date

Board of Health \_\_\_\_\_  
Town Hall, 2<sup>nd</sup> Fl \_\_\_\_\_ Date

Building Department \_\_\_\_\_  
Town Hall, 1<sup>st</sup> 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

February 25, 2016

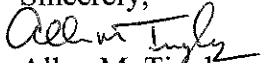
To: Michael Boynton  
Town Administrator

From: Allen M. Tingley  
Chief of Police

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

I have reviewed the request from Denise Centola for a one day liquor license for a bridal shower, to be held at the Thayer House, March 19, 2016. I approve of the issuance of this one day wine and malt license with the stipulation that the wine and 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

Event Lions Bit Raffle

Name of Organization/Applicant Holliston Lions

Address P.O. Box 6112 Holliston, MA 01746



Non-Profit Organization  Y  N

Attach non-profit certificate of exemption

Event Location St. Joseph's Hall

Event Date 3/17/2016

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

Is event open to the general public? Y  N

Estimated attendance 300

Will there be an age restriction? Y  N

Minimum age allowed:

How, where and by whom will ID's be checked? at the Bar

Is there a charge for the beverages? Y  N

Price structure: \$4 per 4 wine \$5 craft beer

Alcohol server(s)  
Attach Proof of Alcohol Server Training We will send later one  
Servers are assigned

Provisions for Security, Detail Officer \_\_\_\_\_

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

Experience Hiring Sup. Fata to provide 3 bartenders  
+MS Certification enclosed

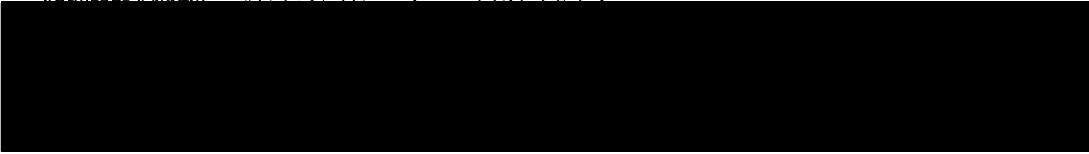
The following may be required:

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

Date of Application 2/2/2016

Applicant's Signature Patricia Duffley

Applicant's Name Patricia T. Duffley



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, 2<sup>nd</sup> Fl \_\_\_\_\_ Date

Building Department \_\_\_\_\_  
Town Hall, 1<sup>st</sup> Fl \_\_\_\_\_ Date



# Medway Police Department

315 Millage Street  
Medway, MA 02053

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

Allen M. Tingley  
Chief of Police

March 3, 2016

To: Michael Boynton  
Town Administrator

From: Allen M. Tingley  
Chief of Police

Re: One day liquor license- St. Josephs Parish Center

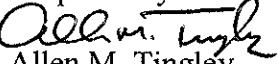
I have reviewed the request from Patricia Duffy of the Holliston Lions Club for a one day liquor license for the Lions Bit Raffle, to be held at the St. Joseph Parish Center, on March 17, 2016.

I approve of the issuing of the permit with the following conditions:

The servicing of the beer and wine will comply with the standards set forth in the Town of Medway's liquor policy for a one day alcoholic beverage license, including the stipulation that all beer and wine served at the event will be purchased from a licensed alcohol liquor distributor, as indicated on the license application. There will be no on-street parking on Holliston Street.

TIPS certified bartenders for this event will be provided from the Bon Fete Company out of Holliston.

Respectfully Submitted

  
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: \$0

All Alcohol \_\_\_\_\_ Wine and Malt   X  

Event   Bridal Shower  

Event Location   Thayer Home Stead  

Event Date   March 20, 2016  

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

Name of Organization/Applicant   Amy G. Lody  

Address   1 Olde Surrey Ln. Medway MA 02053  

FID# \_\_\_\_\_

Non-Profit Organization Y \_\_\_\_\_ N   X  

Attach non-profit certificate of exemption

Is event open to the general public? Y \_\_\_\_\_ N   X  

Estimated attendance   35  

Will there be an age restriction? Y \_\_\_\_\_ N \_\_\_\_\_   all adult over 21 women    
Minimum age allowed:

How, where and by whom will ID's be checked? NO

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 NO

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 26 Feb 2014

Applicant's Signature 

Applicant's Name Amy G. Lody

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, 1<sup>st</sup> Fl \_\_\_\_\_ Date

Building Department \_\_\_\_\_  
Town Hall, 1<sup>st</sup> 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

February 29, 2016

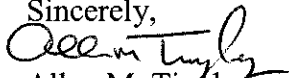
To: Michael Boynton  
Town Administrator

From: Allen M. Tingley  
Chief of Police

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

I have reviewed the request from Amy Gilooly for a one day liquor license for a bridal shower, to be held at the Thayer House, March 20, 2016. I approve of the issuance of this one day wine and malt license with the stipulation that the wine and 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

# AGENDA

# ITEM #10

## Approval – Project Funding Agreement Contract Amendment – John D. McGovern School

### **Associated backup materials attached:**

- Letter – MSBA
- Amendment #1 – Project Funding Agreement

**Proposed Motion:** I move that the Board approve the McGovern School Project Funding Agreement amendment #1 which reflects an adjustment in the total project budget and total facilities grant for the project.



# Massachusetts School Building Authority

**Deborah B. Goldberg**  
*Chairman, State Treasurer*

**Maureen G. Valente**  
*Chief Executive Officer*

**John K. McCarthy**  
*Executive Director / Deputy CEO*

February 25, 2016

*Via US mail (with enclosures) and email (with attachments) to:*

Mr. John Foresto, Chair  
Medway Board of Selectmen  
155 Village Street  
Medway, MA 02053

RE: First Amendment to the Project Funding Agreement  
John D. McGovern School (MSBA Project No. 201401770013)

Dear Mr. Foresto:

On May 19, 2015, the Massachusetts School Building Authority (the "MSBA") and the Town of Medway ("Town") entered into a Project Funding Agreement ("PFA") for the John D. McGovern School (the "Project"). Subsequent to the execution of the PFA, the Town accepted bids that were lower than the corresponding amount set forth in the PFA budget for the Project. Pursuant to section 2.3 of the PFA, enclosed please find an Amendment to the PFA which reflects an adjustment in the Total Project Budget and Total Facilities Grant for the Project based on the lowest, responsible bids accepted by the Town for the Project.

Please return three (3) signed originals of the Amendment along with three (3) signed originals of the revised Total Project Budget (Exhibit A), within twenty-one (21) days after the date of this letter. The signed originals should be mailed to my attention at the MSBA. A fully executed original of the Amendment and Exhibit "A" will be returned to the Town after it has been signed by the MSBA's Executive Director.

Please note that the Amendment must be executed by a duly authorized Town officer. If a Local Governing Body must vote to authorize a Town officer to execute the Amendment under local charter, ordinance, by-law, policy or other applicable law, please return a certified copy of such vote.

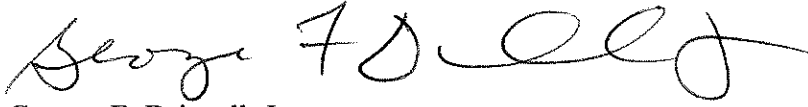
After all documentation has been properly completed and submitted to the MSBA, and the Amendment has been fully executed, the Town must enter the amended budget for the Project into the MSBA's ProPay System. The MSBA will include instructions for entering the project budget with the transmittal of the fully executed PFA Amendment. Once the Town has entered the amended PFA budget for the Project and the budget has been accepted by the MSBA, then the Town can resume submitting requests for reimbursement to the MSBA. The MSBA may suspend the processing of reimbursement requests until the PFA Amendment has been fully



executed, the amended budget has been entered and accepted in the MSBA's ProPay System, and all requirements have been satisfied.

If you have any questions, please contact either Julia Seibolt or me at the MSBA.

Very Truly Yours,

A handwritten signature in black ink, appearing to read "George F. Driscoll, Jr.", written in a cursive style.

George F. Driscoll, Jr.  
Deputy General Counsel

Enclosures/Attachments

Cc: Legislative Delegation  
Michael E. Boynton, Medway Town Administrator  
Diane Borgatti, Chair, Medway School Committee  
Armand Pires, Superintendent, Medway Public Schools  
Rich Sitnik, Owner's Project Manager, Arcadis U.S., Inc.  
Steve Watchorn, Designer, CBI Consulting, Inc.  
File: 10.2 Letters

**FIRST AMENDMENT  
TO THE PROJECT FUNDING AGREEMENT BETWEEN THE TOWN OF MEDWAY  
AND THE MASSACHUSETTS SCHOOL BUILDING AUTHORITY**

Effective as of May 19, 2015 (“Effective Date”), this First Amendment to the Project Funding Agreement between the Town of Medway (“District”) and the Massachusetts School Building Authority (“Authority”), including all Exhibits and other documents attached hereto and incorporated by reference herein (“Amendment”), hereby amends the Project Funding Agreement between the District and the Authority for the Project at the John D. McGovern Elementary School which Agreement has an effective date of May 19, 2015 (hereinafter “Agreement”), as more particularly described below. This Amendment contains all of the terms and conditions agreed upon by the District and the Authority (collectively, “Parties”) as amendments to the original Agreement. No other understandings or representations, oral or otherwise, regarding amendments to the original Agreement shall be deemed to exist or bind the Parties.

The Agreement is hereby amended as follows:

1. Exhibit A to the original Agreement is deleted in its entirety.

Inserted in place thereof is a new Exhibit A which is attached hereto and incorporated by reference herein.

All other terms and conditions of the original Agreement, including Exhibits attached thereto or incorporated by reference therein, that are not hereby deleted or otherwise amended shall remain in full force and effect. The District warrants and represents that it has read and understands this Amendment. The District further warrants and represents that its undersigned officer or representative has full legal authority to enter into this Amendment on behalf of the District and to bind the District to its terms and conditions.

IN WITNESS WHEREOF, the Parties hereto have executed this Amendment in duplicate originals by their duly authorized officers or representatives as of the Effective Date written above.

MSBA Project No.: 201401770013  
District: Medway

**MASSACHUSETTS SCHOOL BUILDING AUTHORITY**  
By,

\_\_\_\_\_  
John K. McCarthy  
Executive Director

\_\_\_\_\_  
Signature Date

**TOWN OF MEDWAY**  
By,

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Name (Type/Print)

\_\_\_\_\_  
Title/Office (Type/Print)

Execution Copy

**Total Project Budget  
PFA after Bid Adjustments**

Town of Medway  
John D. McGovern School

2/17/2016

TOTAL PROJECT BUDGET - ALL COSTS ASSOCIATED WITH THE PROJECT ARE SUBJECT TO 963 CMR 2.16(5)	Proposed Revised PFA Budget	Scope Items Excluded from the Basis of Estimated Total Facilities Grant or Otherwise Ineligible	Basis of Estimated Total Facilities Grant	Estimated Maximum Total Facilities Grant <sup>1</sup>
<b>Feasibility Study Agreement</b>				
OPM Feasibility Study	\$8,000	\$0	\$8,000	
A&E Feasibility Study	\$29,500	\$0	\$29,500	
Env. & Site	\$0	\$0	\$0	
Other	\$0	\$0	\$0	
<b>Feasibility Study Agreement Subtotal</b>	<b>\$37,500</b>	<b>\$0</b>	<b>\$37,500</b>	<b>\$18,810</b>
<b>Administration</b>				
Legal Fees	\$0	\$0	\$0	\$0
Owner's Project Manager				
Design Development	\$0	\$0	\$0	
Construction Contract Documents	\$10,164	\$0	\$10,164	
Bidding	\$3,849	\$0	\$3,849	
Construction Contract Administration	\$119,476	\$0	\$119,476	
Closeout	\$13,732	\$0	\$13,732	
Extra Services	\$3,000	\$0	\$3,000	
Reimbursable & Other Services	\$0	\$0	\$0	
Cost Estimates	\$0	\$0	\$0	
Advertising	\$0	\$0	\$0	
Permitting	\$0	\$0	\$0	
Owner's Insurance	\$0	\$0	\$0	
Other Administrative Costs	\$0	\$0	\$0	
<b>Administration Subtotal</b>	<b>\$150,221</b>	<b>\$0</b>	<b>\$150,221</b>	<b>\$76,351</b>
<b>Architecture and Engineering</b>				
<b>Basic Services</b>				
Design Development	\$0	\$0	\$0	
Construction Contract Documents	\$38,750	\$0	\$38,750	
Bidding	\$4,250	\$0	\$4,250	
Construction Contract Administration	\$23,000	\$0	\$23,000	
Closeout	\$3,500	\$0	\$3,500	
Other Basic Services	\$0	\$0	\$0	
<b>Basic Services Subtotal</b>		<b>\$0</b>	<b>\$69,500</b>	<b>\$34,861</b>
<b>Reimbursable Services</b>				
Construction testing	\$4,000	\$0	\$4,000	
Printing (over minimum)	\$5,000	\$0	\$5,000	
Other Reimbursable Costs	\$5,775	\$0	\$5,775	
Hazardous Materials	\$19,385	\$0	\$19,385	
Geotech & Geo-Env.	\$0	\$0	\$0	
Site Survey	\$0	\$0	\$0	
Wetlands	\$0	\$0	\$0	
Traffic Studies	\$0	\$0	\$0	
<b>Architectural/Engineering Subtotal</b>	<b>\$103,660</b>	<b>\$0</b>	<b>\$103,660</b>	<b>\$51,996</b>
<b>CM &amp; Risk Preconstruction Services</b>				
Pre-Construction Services	\$0	\$0	\$0	\$0
<b>Site Acquisition</b>				
Land/Building Purchase	\$0	\$0	\$0	
Appraisal Fees	\$0	\$0	\$0	
Recording fees	\$0	\$0	\$0	
<b>Site Acquisition Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Construction Costs</b>				
Construction Budget	\$0	\$0	\$0	
GMP Fee	\$0	\$0	\$0	
GMP Insurance	\$0	\$0	\$0	
GMP Contingency	\$0	\$0	\$0	
Division 1 - General Requirements	\$32,760	\$0	\$32,760	
Division 2 - Existing Conditions	\$112,500	\$0	\$112,500	
Division 3 - Concrete	\$0	\$0	\$0	
Division 4 - Masonry	\$2,400	\$0	\$2,400	
Division 5 - Metals	\$16,000	\$0	\$16,000	
Division 6 - Woods, Plastics and Composites	\$8,500	\$0	\$8,500	
Division 7 - Thermal and Moisture Protection	\$4,226	\$0	\$4,226	
Division 8 - Openings	\$358,000	\$1,000	\$357,000	
Division 9 - Finishes	\$4,500	\$0	\$4,500	
Division 10 - Specialties	\$0	\$0	\$0	
Division 11 - Equipment	\$14,000	\$0	\$14,000	
Division 12 - Furnishings	\$0	\$0	\$0	
Division 13 - Special Construction	\$0	\$0	\$0	
Division 14 - Conveying Systems	\$0	\$0	\$0	
Division 21 - Fire Suppression	\$0	\$0	\$0	
Division 22 - Plumbing	\$0	\$0	\$0	
Division 23 - HVAC	\$0	\$0	\$0	

**Total Project Budget  
PFA after Bid Adjustments**

Town of Medway  
John D. McGovern School

2/17/2016

TOTAL PROJECT BUDGET - ALL COSTS ASSOCIATED WITH THE PROJECT ARE SUBJECT TO 963 CMR 2.16(5)	Proposed Revised PFA Budget	Scope Items Excluded from the Basis of Estimated Total Facilities Grant or Otherwise Ineligible	Basis of Estimated Total Facilities Grant	Estimated Maximum Total Facilities Grant <sup>1</sup>
Division 25 - Integrated Automation	\$0	\$0	\$0	
Division 26 - Electrical	\$9,000	\$0	\$9,000	
Division 27 - Communications	\$0	\$0	\$0	
Division 28 - Electronic Safety and Security	\$0	\$0	\$0	
Division 31 - Earthwork	\$0	\$0	\$0	
Division 32 - Exterior Improvements	\$0	\$0	\$0	
Division 33 - Utilities	\$0	\$0	\$0	
Overall Scope Exclusion		\$0	\$0	
<b>Construction Contract</b>	<b>\$561,886</b>	<b>\$1,000</b>	<b>\$560,886</b>	<b>\$281,340</b>
<b>Alternates</b>				
	\$0	\$0	\$0	
	\$0	\$0	\$0	
	\$0	\$0	\$0	
Alternates Subtotal	\$0	\$0	\$0	\$0
<b>Miscellaneous Project Costs</b>				
Utility Company Fees	\$0	\$0	\$0	
Testing Services	\$0	\$0	\$0	
Swing Space/Modulars	\$0	\$0	\$0	
Other Project Costs (Mailing & Moving)	\$0	\$0	\$0	
<b>Misc. Project Costs Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Furnishings and Equipment</b>				
Furnishings	\$0	\$0	\$0	
Equipment	\$0	\$0	\$0	
Computer Equipment	\$0	\$0	\$0	
Scope Excluded FFE Costs		\$0	\$0	
FF&E Subtotal	\$0	\$0	\$0	\$0
Soft Costs that exceed 20% of Const'n Cost		\$112,446	\$112,446	
<b>Project Budget</b>	<b>\$853,267</b>	<b>\$113,446</b>	<b>\$739,821</b>	<b>\$371,094</b>

Project Budget	\$853,267
Scope Items Excluded or Otherwise Ineligible	-\$113,446
Third Party Funding (Ineligible)	\$0
Estimated Basis of Total Facilities Grant <sup>1</sup>	\$739,821
Reimbursement Rate <sup>3,4</sup>	50.16%
<b>Estimated Maximum Total Facilities Grant<sup>1</sup></b>	<b>\$371,094</b>

Total Construction Contingency	\$113,681
Ineligible Construction Contingency	\$68,947
Potentially Eligible Construction Contingency <sup>2</sup>	\$44,734
Total Owner's Contingency	\$11,861
Ineligible Owner's Contingency	\$6,033
Potentially Eligible Owner's Contingency <sup>2</sup>	\$5,828
Total Potentially Eligible Contingency <sup>2</sup>	\$50,562
Reimbursement Rate <sup>3,4</sup>	50.16%
Potential Additional Contingency Grant Funds <sup>2</sup>	\$25,362
Maximum Total Facilities Grant	\$396,456
<b>Total Project Budget</b>	<b>\$978,809</b>

## Total Project Budget PFA after Bid Adjustments

Town of Medway  
John D. McGovern School

2/17/2016

TOTAL PROJECT BUDGET - ALL COSTS ASSOCIATED WITH THE PROJECT ARE SUBJECT TO 963 CMR 2.16(5)	Proposed Revised PFA Budget	Scope Items Excluded from the Basis of Estimated Total Facilities Grant or Otherwise Ineligible	Basis of Estimated Total Facilities Grant	Estimated Maximum Total Facilities Grant <sup>1</sup>
---	-----------------------------	---	---	---

**NOTES:**

This document was prepared by the MSBA based on a preliminary review of information and estimates provided by the OPM. Based on this preliminary review, certain budget, cost and scope items have been determined to be ineligible for reimbursement, however, this document does not contain a final, exhaustive list of all budget, cost and scope items which may be ineligible for reimbursement by the MSBA. Nor is it intended to be a final determination of which budget, cost and scope items may be eligible for reimbursement by the MSBA. All project budget, cost and scope items shall be subject to review and audit by the Authority, and the Authority shall determine, in its sole discretion whether any such budget, cost and scope items are eligible for reimbursement. The MSBA may determine that certain additional budget, cost and scope items are ineligible for reimbursement.

1 - The Estimated Basis of Total Facilities Grant and Estimated Maximum Facilities Grant amounts appearing in the "MSBA Board Approved Budget" column do not include any potentially eligible contingency funds and are subject to review and audit by the MSBA. The Estimated Basis of Total Facilities Grant, Estimated Maximum Facilities Grant, and Maximum Total Facilities Grant amounts appearing in the "Proposed Revised PFA Budget" column have been adjusted to account for construction bids received in accordance with Section 2.2 of the PFA and any budget revision requests submitted and approved by the MSBA as of the Date noted in the Proposed Revised Budget PFA column of the PFA Amendment. These amounts are also subject to further review and audit by the MSBA.

2 - Pursuant to Section 3.20 of the Project Funding Agreement and the applicable policies and guidelines of the Authority, any project costs associated with the reallocation or transfer of funds from either the Owner's contingency or the Construction contingency to other budget line items shall be subject to review by the Authority to determine whether any such costs are eligible for reimbursement by the Authority. All costs are subject to review and audit by the MSBA.

3 - The calculated sum of the District Share of the Total Project Budget has increased as a result of the reallocation of the Construction Contract bid savings. With the bid savings reallocated to the Construction Contingency and deemed ineligible, the calculated sum of the District Share has increased by the MSBA Share of the previously eligible bid savings.

By signing this Total Project Budget, I hereby certify that I have read and understand the form and further certify, to the best of my knowledge and belief, that the information supplied by the District in the table above is true, accurate, and complete.

By signing this Total Project Budget, I hereby certify that I have read and understand the form and further certify, to the best of my knowledge and belief, that the information supplied by the District in the table above is true, accurate, and complete.

\_\_\_\_\_  
By:  
Title: Chair of School Building Committee  
Date: \_\_\_\_\_

\_\_\_\_\_  
By:  
Title: Chief Executive Officer  
Date: \_\_\_\_\_

By signing this Total Project Budget, I hereby certify that I have read and understand the form and further certify, to the best of my knowledge and belief, that the information supplied by the District in the table above is true, accurate, and complete.

By signing this Total Project Budget, I hereby certify that I have read and understand the form and further certify, to the best of my knowledge and belief, that the information supplied by the District in the table above is true, accurate, and complete.

\_\_\_\_\_  
By:  
Title: Superintendent of Schools  
Date: \_\_\_\_\_

\_\_\_\_\_  
By:  
Title: Chair of School Committee  
Date: \_\_\_\_\_

# **AGENDA**

# **ITEM #11**

## **Discussion – Choate Park/Recreation Facility Improvements**

### **Associated backup materials attached:**

- Master Plan Update – Gale Associates
- Scaled Funding Plan



# **Park, Open Space and Athletic Field Master Plan Update**

## **Town of Medway**

F E B R U A R Y 3 , 2 0 1 6

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### **table of contents**

Section 1.0	Introduction, Background and Purpose
Section 2.0	Facility Assessment Confirmation
Section 3.0	Proposed Facility Redevelopment
Section 4.0	Phasing Redevelopment

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### **enclosures**

Enclosure 1	Re-Evaluation Forms
Enclosure 2	Refined Conceptual Redevelopment Schematics
Enclosure 3	Cost Estimates

Gale JN 715822

**Gale Associates, Inc.**

163 Libbey Parkway | P.O. Box 890189 | Weymouth MA 02189-0004  
P 781.335.6465 F 781.335.6467 [www.galeassociates.com](http://www.galeassociates.com)





## **PARKS, OPEN SPACE & ATHLETIC FIELD MASTER PLAN UPDATE TOWN OF MEDWAY, MA**

### **SECTION 1.0 - INTRODUCTION, BACKGROUND AND PURPOSE**

The Town of Medway (Town) completed a Parks, Open Space and Athletic Field Master Plan in 2013, which provided recommendations for various Town facility improvements. The first project from the Master Plan, located at the Medway High School campus, was completed in the spring of 2015 and included the construction of two (2) new synthetic turf fields.

Gale Associates, Inc. (Gale) was engaged by the Town of Medway (Town) to assist in the development of a Parks, Open Space and Athletic Field Master Plan Update. The purpose of the update was to revisit each of four (4) selected Town park sites, refine their inventories, update the previous needs assessment and identify areas of specific improvements within each site. The original Master Plan included a Needs Assessment Questionnaire and Community Survey that addressed the adequacy, effectiveness and appropriateness of the current recreational facilities, and identified the areas needing improvement based on the perceptions of the Town's recreational constituents. This Master Plan Update (MP Update) will address facility improvements outlined by the Town of Medway Planning Program to meet the recreational needs of the community. The selected facilities included in the MP Update are as follows:

- Medway Middle School
- Choate Park
- Idyllbrook Park
- Oakland Park

The MP Update was completed in three (3) phases, as follows:

- Phase One – Facilities Assessment Confirmation
- Phase Two – Schematic Planning and Cost Estimates
- Phase Three – Master Plan and Phasing Plan Development

### **SECTION 2.0 - FACILITIES ASSESSMENT CONFIRMATION**

The first step in the MP Update was to revisit each of the selected facilities, and re-assess the existing conditions and current site constraints at each of the locations. The previously developed Base Maps and Field Evaluation Forms that were completed as part of the 2013 Master Plan study were verified and updated.



### **Section 2.1 - Base Plan Development**

The base plans for each of the selected facilities, originally created for the 2013 Master Plan, were updated with current aerial imaging. GIS data, property line, topographic and wetland data, FEMA maps and state soil maps were all confirmed. The updated plans do not involve any additional survey work. Although they do provide a suitable platform for the planning efforts of the MP Update, the updated base plans are not suitable for detailed field design.

### **Section 2.2 - Facility Needs Assessments**

In the MP Update, all four (4) of the park, open space and athletic field facilities were re-evaluated for compliance with applicable standards, including the National Federation State High School Association (NFHS) and Massachusetts Interscholastic Athletic Association (MIAA) for the evaluation of high school field layouts and equipment, the Architectural Access Board Guidelines for ADA compliance, as well as the American Sports Builders Association (ASBA) guidelines for assessment of general athletic facility standards. Federal Playground Safety Standards were used to assess play structures and surfacing.

The individual fields in each facility were re-evaluated for general condition, serviceability (i.e., are systems and equipment in good repair and meeting with their intended purposes), geometry, safety and accessibility. The findings within each functional area were documented as they relate to the safety, serviceability and the accessibility of the components.

The 2013 Master Plan concluded a list of assessment findings for each facility. These findings form the basis for the MP Update's short-term serviceability improvements projects. Gale met with Town officials to update the needs, priorities and budgets for each of the sites. Gale re-evaluated the Town's project vision for each of the sites and developed a strategy to meet the Town's long term needs at each parcel. Current assessment findings and recommendations for the redevelopment of each facility are summarized below.

## **SECTION 3.0 - PROPOSED FACILITY REDEVELOPMENTS**

### **Section 3.1 - Proposed Facility Redevelopment - Medway Middle School (Enclosure 2, SK-1)**

Given the Town's athletic facilities shortfall, potential facility enhancements at Medway Middle School play a strategic role in the achievement of the goals of the Town's Planning Program. Gale evaluated the Medway Middle School parcel for its potential for redevelopment, re-organization and/or expansion. The following is a summary list of the strategy for Medway Middle School's redevelopment.

**Reconstruction of Two (2) 90' Baseball Facilities.** This redevelopment proposes to reconstruct the two (2) existing baseball facilities due to their poor field conditions, as well as a lack of site amenities and serviceability. The reconstructed facilities will remain in their current solar orientations and each are proposed to include the following amenities:

- Subsurface drainage system
- Re-grading for proper surface drainage
- Installation of engineered sand-based root zones
- Permanent outfield fencing
- 300' foul pole distances
- 30' hooded backstops (2)
- Player dugouts (2)
- Spectator seating (4 bleachers)
- ADA compliant access from parking facilities

**Tennis Court Reconstruction.** This redevelopment proposes to reconstruct the existing tennis facility at Medway Middle School. The existing facility is in very poor condition and has exceeded its useful life. The asphalt paving is experiencing structural deficiencies and is no longer repairable. The fencing is rusted and leaning, and the tennis standards are heaving. The reconstructed facility is proposed to include the following:

- Complete reconstruction of six (6) new courts, including new base, surfacing, tennis standards and windscreens
- Perimeter fencing, (840 lf)
- Court lighting
- Spectator viewing bleachers (7)
- ADA compliant access from parking area to tennis facilities
- ADA compliant pedestrian walkways connecting adjacent campus facilities
- Landscape buffer area between the tennis courts and the existing track/stadium field
- Site lighting along pedestrian walkways, landscaping and seating areas
- ADA compliant pedestrian walkways to adjacent campus athletic facilities

**Basketball Court Amenity.** Included in the redevelopment will be the installation of 10' backstop fencing at the field end of the existing basketball courts.

### **Section 3.2 - Proposed Facility Redevelopment - Choate Park (Enclosure 2, SK-2)**

Choate Park is a forty (40) acre facility that includes a pond, two (2) tennis courts, a basketball court, a volleyball court, a tennis practice wall and a playground. Choate Park is accessed via Oak Street, or from a new roadway entrance off of Main Street. A fitness path is located at the perimeter of Choate Pond, which is intended for walking, running, jogging and promoting the use of fitness obstacles provided along the path. The park contains an amenities building, offering concessions and restrooms, located at the entrance adjacent to the main parking lot. The parking lot provides approximately fifty (50) parking spaces, including two (2) handicap

accessible spaces. Adjacent to Choate Park is the Cassidy Fields facility, which contains multiple athletic fields. Because of the variety of both active and passive recreational uses, and the multi-generational users, the facility is considered a cornerstone to the Town's recreational assets.

Choate Park's candidate areas for redevelopment, reorganization and expansion are listed below, along with a summary list of recommended improvements.

**Main Street Entrance.** A formal entrance into Choate Park does not currently exist. To enter the park via car, you either enter from Mechanic Street or from Highland to Oak Street, off of Main Street (Rt. 109). Both entrances are through residential neighborhoods and park related traffic gives rise to neighborhood safety concerns. The proposed automobile entrance, to be located directly off of Main Street, will provide a short access road directly into Choate Park, offering the opportunity to create a "sense of entrance and arrival" at the park. Heavily landscaped with trees and open lawn, masonry and architectural features, the new Choate Park entrance would become an important visual landmark on Main Street and a featured element of the revitalized community. The new entrance off Main Street is proposed to include the following items:

- Low fieldstone walls
- Open lawn areas for viewing into the park
- A white, steepled gazebo at the park's entrance
- Indirect accent lighting along the entrance road
- Tree lined drive from the Thayer Homestead into the Park
- Choate Park entrance identification sign
- Directional signage into the park

**Tennis Court Displacement - Parking Expansion.** There is a considerable need for additional parking at Choate Park. Moving the existing two (2) tennis courts out of the park and over to the Medway Middle School tennis facility reconstruction would allow for additional parking at Choate Park. The move would also allow for increased use of the court facilities, which are currently limited at Choate Park. To summarize, the proposed enhancements include the following:

- Displace the tennis facility, moving it to the reconstructed Medway Middle School tennis facility
- Remove two (2) existing tennis courts and fencing
- Increase parking capacity at Choate Park by approximately forty-two (42) car stalls
- Provide parking lot lights (4 poles)
- Provide landscaping in/around the parking lot

**Open Play Area - A River Edge.** The open space, adjacent the smaller parking lot on the south end of the park, is a popular free-play area for children of all ages, including adults. It is used for a variety of active and passive play activities. The space is ravine-like in nature, with an active runnel running through the lower level of the space resembling a 'river's edge'. An open lawn embankment forms the west side of the space, with a steep planted slope on the east. The following enhancements to this area are proposed.

- Re-organize parking to maximize green space, maintaining auto access and stall capacity
- Additional benches for site viewing (4)
- Accent and walkway lighting (7 poles)
- Informational and "story walk" kiosks (3)
- Enhanced pedestrian circulation with ADA accessibility
- Landscaped areas of native plant species

**Open Play Area - The Beach.** The "beach area" is an open, smoothly graded, unencumbered, water's edge sand lot, which is located in close proximity to the park's tot-lot, picnic areas and facilities building. Its location makes it ideally suited for adult supervision of the surrounding child play areas and water activities. Although there is no boating or swimming at the pond, the benefit of a white sandy beachfront is psychologically cooling and refreshing. The following proposed upgrades to the site would enhance the beach experience.

- Pond grass and weed removal, sand rake on beach
- Redefine edge of sandy beach
- Permanent bench seating on the beach (3)
- ADA compliance for access to beach
- Camp-style activities on the beach
- Scheduled and controlled "fire pit" night
- Removable volleyball area
- Summer display/events (e.g., sandcastle building competition, Providence's "Waterfire")
- Lifeguard stand kiosk
- "Water Edge" experience

**Open Play Area - Water Play Area.** There is increased interest within the Town to create additional outdoor activities and expand the recreational experience at Choate Park. One such activity is the creation of a Water Play Area for young and middle-aged children. The following items would be typical components of a water park area.

- A designated, hard-surfaced play area with colorful, non-slip surfacing
- A variety of water sprays, streams and jet displays
- ADA compliance for handicap accessibility
- Centrally located for supervision and safety
- Perimeter, water resistant, bench seating (8)
- Interactive water display lights and safety site lighting
- Children's drinking fountain (1)

**Open Play Area - Enhanced Exercise Stations.** Building on the park's need for additional outdoor recreational activities, a multi-station exercise area is proposed for Choate Park. The existing exercise stations are old and scattered along the pond's perimeter walkway, in no particular order or orientation. They are single stations on worn patches of depleted lawn and compacted subsoil, and are unsuitable during inclement weather. There also is no social interaction at each exercise station. This redevelopment proposes a multi-station exercise area that would be fashioned after an interactive outdoor workout gym. The following items are proposed:

- A multi-exercise workout area, including six to ten (6-10) individual stations, organized for activity and purpose
- The stations would be in close proximity to one another to foster interaction between participants
- The stations would be made of simple, colorful, sustainable, weather-resistant materials
- The stations would be placed on clean, durable, athletic-type surfacing, conducive to all-weather exercise

**Volleyball Court Upgrade.** The volleyball court at Choate Park is an active area and a unique feature of the park. The general condition of the single court is good and its lawn yard is maintained. The open flat lawn area works well for spectators and team members for viewing and staging. The volleyball court upgrades are proposed to include the following items:

- Additional bench seating (2) and tables (2) for spectators and participants
- Replace volleyball netting and standards
- New walkways and ramps for ADA compliance for handicap accessibility
- Provide facility storage
- Welcoming "arrival" monument or special element for facility identification
- Provide site lighting, poles with fixtures (3)
- Fencing for safety and security

**Children's Play Area Renovation.** The existing playground and tot-lot area is one of the most heavily used play areas in the park. The children that use the playground range in age from nine months to twelve years, and are accompanied into the play area by adults. Once inside, the children enjoy a variety of opportunities for play, including child-size benches and tables, a large sandbox and a large single play structure. Although the play structure is in good shape, there are safety and security concerns, along with appearance and compliance issues that should be addressed. The following upgrades to the playground and tot-lot are proposed:

- Playground entrance sign, informational sign, rules and regulations posting
- Attractive landscaping
- Bench seating provided inside and at the entrance of the playground (4)
- Site lighting for safety and security, poles with fixtures (5)
- Internal walkways for ADA compliance and accessibility
- ADA compliant mulch bedding in the play area, under the equipment

- ADA compliant sandbox area
- Renovated interior play space for trip hazards
- Perimeter fencing replaced for safety and security of the children
- Improved activity layout within the play lot
- Expanded play equipment for use by a larger age range of children

As illustrated in the Conceptual Schematic Plan, Enclosure SK-2, within Enclosure 2, the children's play area is grouped to be integrated with activity areas that relate to one another. The adjacent areas are the children's water play, the beach, the open green and the children's playground.

***Basketball Court Renovation.*** The existing basketball court is located on the western side of Choate Pond. It is a single court, 50' wide x 75' long, adjacent to the tennis wall and next to the volleyball court. The condition of the court is good. However, the asphalt surfacing is well worn and uneven. Striping on the court is fair. Run-outs are shallow, while the backstop and fencing are old, rusted and need to be replaced. There is no court or site lighting and one (1) bench is provided for spectator seating. The basketball court and seating are not ADA compliant and lack connection to parking or walkways. The redevelopment for the basketball court is proposed to include the following elements:

- New court surfacing and striping
- Selective clearing around the court to increase run-out
- New court hardware, including hoops, backstops and fencing
- Site lighting for safety and security
- Bench seating for spectator and team use
- ADA compliance for handicap accessibility to court, walkways, team and spectator seating

***Tennis Practice Court Reconstruction.*** The tennis practice court is a unique feature of Choate Park. The wall is in good shape and needs only minor repair. The backstop is in poor shape and failing. There is no minor fence to keep practice balls inside the court during play. There is no court lighting or site lighting for safety and security. The court surface is asphalt and in poor shape, uneven, full of cracks, heaves and dips, with loosely defined side edges sloping into grade. The lawn around the court is in poor condition and is full of moss. The run-outs are shallow and there are obstructions on two of the three court sides. There is no seating provided.

Recommendations for the tennis practice court reconstruction include the following:

- ADA compliancy
- Complete reconstruction of the court, including base, surfacing and striping
- New 10' backstop fencing and 3' short fencing along the sides of the court
- Site lighting
- Court lighting
- Selective pruning of existing vegetation to increase run-outs and improve lawn growth

**Choate Park Pond Perimeter Walkway.** Revitalize and reconstruct the perimeter walkway around Choate Pond to include ADA compliant, hard surfaced paving and access, trail stops, viewing and sitting areas, informational signage, security and plantings. The intended improvements to the existing walkway include the following:

- Reconstruction of the existing pathway to comply with ADA standards for handicap access around the southern edge of Choate Pond
- Re-grading and re-sizing of the existing gravel walkway from the beach and children's play area, past the ball fields, and over the small pedestrian bridge to the volleyball court
- Five (5) trail stop sitting areas, with each designated by a two (2) bench sitting area
- One (1) Informational kiosk with "story time" theme and/or local ecosystem management
- Pedestrian height light poles along the walkway for safety
- Security cameras
- Plantings of native species at each sitting area
- Additional seating for spectators and participants

**Choate to High School Trail Improvements.** The Choate to High School Trail is a trail that connects Medway High School's athletic campus to Choate Park and was created by an Eagle Scout in 2006. The trail is approximately 0.5 miles in length and is a narrow, graded trail that is in fair to good condition. The trail groundcover is mostly pine-needles and leaves, and no markings are provided. The trail is intended for non-motorized uses and provides a great connectivity link between two recreational assets in the Town of Medway. The trail can be accessed from Medway High School or from the Choate Park/Choate Pond Trail. Intended improvements to the trail are minimal and are proposed to include:

- Selective clearing around trail walkway
- Identification signage, as appropriate
- Bench of park-like timber construction along the path

### **Section 3.3 - Proposed Facility Redevelopments - Idyllbrook Park (Enclosure 2, SK-4)**

The improvements proposed at Idyllbrook Park have been proposed as a means of providing and expanding multi-generational recreation uses available to the public. Idyllbrook Park currently contains a variety of athletic fields and a trail system, and is considered an open space and athletic field asset to the Town.

The MP Update recommends the renovation and reconstruction of the two (2) existing parking lots, the construction of a public use and facility storage building, the construction of two (2) play areas, and ADA compliance for handicap accessibility to site parking, walkways and site facilities. Gale recommends signage to expand the use and public awareness of the new and renovated facilities, as well as the inclusion of open space uses, such as community garden areas and picnic tables, to expand multi-generational use of the Idyllbrook Park facility. Also, Gale recommends the development of a Medway High School to Idyllbrook Walking Trail to





increase usage and inter-connectivity of these recreational asset. The following is a summary of the proposed redevelopment at Idyllbrook Park.

**Soccer Field Renovation.** The MP Update proposes to displace the current baseball field to the reconstructed Medway Middle School baseball facility and construct one (1) new natural turf soccer field, with dimensions of 240' x 330', at the current location of the youth baseball field. Such dimensions will be adequate for NFHS soccer, lacrosse, field hockey and practice football. The existing youth baseball will be relocated to Medway Middle School. The natural turf field will include subsurface drainage, crowned field grading, installation of an engineered and amended root zone, and perimeter fencing. The Town will provide an operational irrigation system for the playing fields. An irrigation well exists on-site, but may need additional tank storage to provide adequate irrigation coverage.

**Building Facility.** The MP Update proposes additional active and passive recreational enhancements to Idyllbrook Park to potentially provide additional recreational opportunities and improve the variety of recreational options. Proposed enhancements include:

- Two (2) new playground areas to separately service 2-5 year-olds and 5-12 year-olds
- A public use/facility building to provide restrooms for the park users, as well as designated storage for the children's play areas and the athletic playing field activities
- ADA compliance for handicap accessibility throughout the site
- A reconstructed paved parking lot at Ward Street
- A renovated gravel parking lot at Kimberly Drive
- Timber guardrails
- Paved walkways between fields and parking areas

**Parking Lot Redevelopment.** This redevelopment proposes to upgrade the two (2) existing parking areas. The parking area at the Kimberly Drive entrance will be re-graded and re-surfaced with loose graded gravel, similar to the existing stone surface. A timber guardrail will be installed along the field edge of the parking lot and the timber telephone poles removed. The parking area off of Ward Lane will be paved to provide ADA compliance for handicapped parking and access to the public service building and new child's play areas. The timber guardrail will be extended from the Kimberly Drive parking lot to the parking lot off Ward Lane, running along the field edge. A paved walkway will run along the guardrail and provide ADA access to both fields and spectator seating. Refer to SK-4 provided within Enclosure 2.

### **Section 3.4 - Proposed Facility Redevelopment - Oakland Street Park (Enclosure 2, SK-3)**

Oakland Street Park is located adjacent to the Senior Center, off of Oakland Street. The complex offers multi-purpose field space, a basketball court, playground and an amenities building. The complex is in fair to good condition, but development expansion is constrained due to adjacent abutters and environmental resource areas. However, the parks affords a mixed use of active and passive recreation, and improvements to the athletic fields will result in a more durable surfaces, which will be able to accommodate additional use in a sustainable manner. The following is a summary of the proposed redevelopment for Oakland Street Park.

- The five (5) playing fields are in good condition, but would benefit from selective cutting/filling to resolve planarity issues (as needed), topdressing and top seeding.
- A public use/facility building to provide restrooms for the park users and designated storage for the children's play areas and the athletic playing field activities
- Two (2) additional child play areas flanking the new facilities building
- The creation of a "peace park" at the entrance of the park, relocating the existing playground to the interior of the park
- ADA compliance for site and facility accessibility, including parking areas, playing fields, site amenities, service buildings, walkways, and player and spectator seating areas
- Provide interior recreation space, inside the new facility building, for Camp Sunshine activities
- Spectator bleachers (8) and player seating facilities throughout the site
- Security fencing at the two (2) new child play areas
- Safety fencing at the three (3) multi-purpose rectangular playing fields
- Additional automobile parking along the south side of the entrance road
- Relocate Camp Sunshine activities to the new facilities building at Oakland Street Park adjacent to Multi-Purpose Field #2
- Prune existing trees adjacent to play, travel and use areas within the park to provide for the safety and welfare of park guests
- Create an "arrival statement" at the entrance of the park
- Provide 300' safety fencing along Oakland Street
- Provide new surfacing and striping on the one (1) existing basketball court
- Provide new 10' backstop fencing around the basketball court
- Provide basketball lighting
- Provide park identification signage and park informational signage
- Provide "story walk" kiosks throughout the park site (12)

***Oakland Street Park Trail Extension.*** To expand the recreational uses of Oakland Street Park, Gale recommends a trail extension to the east of the park facility, through the Town's abandoned railroad bed and connecting to the existing trail network in the south residential developments.

- Selective clearing along the trail walkway
- Identification signage, as appropriate
- Benches of park-like timber construction along the pathway

#### **SECTION 4.0 – PHASING REDEVELOPMENT**

**Phase 1, Fiscal Year 2015.** Phase 1 consists of the Choate Park development's complete build-out. This phase would include the creation of an entrance/arrival area at the new park entrance off of Main Street, a canopy tree-lined access drive from Thayer Homestead into Choate Park, increased parking, a renovated public use/facilities building, a new child's water play area, open lawn and picnic areas, improved child tot-lot and beach areas, aerator spray fountains on the pond, and a



renovated waterside trail walk along the perimeter of Choate Pond that will include benches, signage, lighting, plantings and security cameras, increased exercise stations, enhanced volleyball play, renovated basketball and tennis wall facilities, and local trail improvements.

The cost of the improvements proposed for Phase 1 is approximately \$2,463,400.00.

**Phase 2, Fiscal Year 2017.** Phase 2 consists of the Medway Middle School improvements, including the reconstruction of the two (2) 90' baseball fields and six (6) reconstructed tennis courts, and amenities that include ADA court and field compliance and accessibility from adjacent parking areas to playing fields, pedestrian seating, new bleachers, athletic and site lighting, and a landscaped buffer between the track field and the tennis courts. The reconstructed tennis courts will remain at their present location, east of the track. Reconstruction of the school's softball field will occur at a later time, as will the proposed 400-m track and stadium field, grandstands and amenities building.

The cost of the improvements proposed in Phase 2 is approximately \$2,285,000.00.

**Phase 3, Fiscal Year 2019.** Phase 3 consists of the Oakland Street Park development's full build-out. This phase will include the reconstruction of the existing natural turf soccer field, expanding and upgrading two (2) natural turf playing fields, which will result in an additional multi-purpose rectangular field for use by the Town. In addition, there will be a new public use/facilities building, two (2) new children's play areas, one (1) renovated basketball court, including new fencing, bleachers, team seating, lighting, drinking fountain, increased parking, the creation of a "peace garden", a park entrance/arrival area and a new home for Camp Sunshine, the annual summer camp for children with disabilities.

The cost of the improvements proposed in Phase 3 is approximately \$2,318,000.00.

**Phase 4, Fiscal Year 2021.** Phase 4 includes the redevelopment of Idyllbrook Park. The Idyllbrook Park improvements will include a soccer field reconstruction, renovated and reconstructed parking lots, a public use/facilities building, additional playground facilities, ADA compliancy and trail improvements.

The cost of the improvements proposed in Phase 4 is approximately \$1,515,100.00.

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**ENCLOSURE 1**

**Facility Re-Evaluation Forms**



**Choate Park**

# Hard Court Evaluation Form

Court Grade:	<b>1.9</b>
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Name of Venue **CHOATE PARK**

Date of Evaluation	12/7/2015	
Type of Court:	Basketball	
Number of Courts:	One (1)	
Typical age of users	Varies	
Type of Structure	Metal Backstop	
Type of Surfacing	Asphalt - Painted Lines	
Playing Dimensions	Length:	Width:
	75'	50'

	N/A	Inadequate (1)	Poor (2)	Good (3)	Excellent (4)
<b>Geometry</b>				X	
<b>Condition of Structure and Surfacing</b> (cracks, delamination, etc.)			X		
<b>Planarity</b> (playing surface - lack of dips, heaves, holes, correct slopes, etc.)				X	
<b>Striping</b> (Completeness, visibility, condition)			X		
<b>Fencing</b> (Perimeter fencing, backstops, outfield fencing, etc.)			X		
<b>Court Hardware</b>			X		
<b>Safety</b> (Run-outs, lack of obstructions, etc.)			X		
<b>Support Equipment</b> (bases, batting cages, goals, players benches, etc.)			X		
<b>Athletic Lighting</b> (reported adequacy, lack of spill / glare, general condition, etc.)		X			
<b>Site Lighting</b>		X			
<b>Spectator Seating</b> (condition, size, accessibility, etc.)		X			
<b>Average Score = 1.9</b>					

## Comments/Recommendations

1. Lacks ADA compliance for handicapped access to the facility.
2. Backstop fence is bent and rusted and needs to be replaced.
3. The setting of the court is comfortable but secluded, needs security lighting.
4. There is no team or spectator seating servicing the court.
5. The surface of the court is cracked with dips and needs re-surfacing and re-striping.

# Playground Evaluation Form

Name of Venue **CHOATE FIELD**

Playground Grade:	<b>2.0</b>
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Date of Evaluation	12/7/2015
Intended Age Group of Users:	Two (2) - Ten (10) Years
Type of Surfacing:	Children's Playground: Mulch and sand surface
Depth of Surfacing:	Varies

	N/A	Inadequate (1)	Poor (2)	Good (3)	Excellent (4)
<b>Geometry</b>	x				
<b>Safety and Security</b> (see attached check list)			x		
<b>Appearance</b> (Welcoming entrance, landscaping/natural surface, special element, e.g. spray park, social gathering space, etc)			x		
<b>General Accessibility</b> (condition of walkways, legibility of signage, clarity of rules, trip hazards, bike corrals)			x		
<b>ADA Compliance</b> (walkways, ramps at appropriate grades, ADA parking, gates, restrooms, and equipment accessible)		x			
<b>Equipment Serviceability</b> (play structures, spray parks, seating, etc.)				x	
<b>Average Score = 2.0</b>					

## Comments/Recommendations

1. Playground entrance only has ID Sign only, lacks all other components of entry listed.
2. Paved walkway stops at gate, nothing inside playground.
3. Mulch varies in depth, 0-2". Bare ground along fence edge.
4. Sand lot is compacted.
5. Playground does not comply with ADA standards.

# Hard Court Evaluation Form

Court Grade:	<b>2.6</b>
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Name of Venue **CHOATE PARK**

Date of Evaluation	12/7/2015	
Type of Court:	Tennis Court	
Number of Courts:	Double Court setting	
Typical age of users	Varies	
Type of Structure	Metal	
Type of Surfacing	Bit. Conc./Asphalt & Paint	
Playing Dimensions	Length:	Width:
	150' ±	180' ±

	N/A	Inadequate (1)	Poor (2)	Good (3)	Excellent (4)
<b>Geometry</b>				X	
<b>Condition of Structure and Surfacing</b> (cracks, delamination, etc.)				X	
<b>Planarity</b> (playing surface - lack of dips, heaves, holes, correct slopes, etc.)				X	
<b>Striping</b> (Completeness, visibility, condition)				X	
<b>Fencing</b> (Perimeter fencing, backstops, outfield fencing, etc.) Not complete bottom rail, cape			X		
<b>Court Hardware</b>			X		
<b>Safety</b> (Run-outs, lack of obstructions, etc.)			X		
<b>Support Equipment</b> (bases, batting cages, goals, players benches, etc.)	✓				
<b>Athletic Lighting</b> (reported adequacy, lack of spill / glare, general condition, etc.)	✓				
<b>Site Lighting</b>			X		
<b>Spectator Seating</b> (condition, size, accessibility, etc.) Two (2) Benches				X	
<b>Average Score = 2.6</b>					

### Comments/Recommendation

1. Surface in good condition, with one (1) long crack - 15' but shallow.
2. The perimeter fence is in missing pieces, leaning and in poor shape.
3. There is no court lighting provided onsite.
4. There is no spectator seating dedicated for the tennis courts.



# Hard Court Evaluation Form

Court Grade:	<b>1.2</b>
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Name of Venue **CHOATE PARK**

Date of Evaluation	12/7/2015	
Type of Court:	Tennis Practice Court	
Number of Courts:	One (1)	
Typical age of users	Varies	
Type of Structure	Concrete Net Wall, Bituminous Court	
Type of Surfacing	Bit. Conc./Asphalt & Paint	
Playing Dimensions	Length:	Width:
	35' ±	45' ±

	N/A	Inadequate (1)	Poor (2)	Good (3)	Excellent (4)
<b>Geometry</b>	x				
<b>Condition of Structure and Surfacing</b> (cracks, delamination, etc.)		x			
<b>Planarity</b> (playing surface - lack of dips, heaves, holes, correct slopes, etc.)		x			
<b>Striping</b> (Completeness, visibility, condition)		x			
<b>Fencing</b> (Perimeter fencing, backstops, outfield fencing, etc.) Not complete bottom rail, cape		x			
<b>Court Hardware</b>	x				
<b>Safety</b> (Run-outs, lack of obstructions, etc.).			x		
<b>Support Equipment</b> (bases, batting cages, goals, players benches, etc.)	✓				
<b>Athletic Lighting</b> (reported adequacy, lack of spill / glare, general condition, etc.)	✓				
<b>Site Lighting</b>	x				
<b>Spectator Seating</b> (condition, size, accessibility, etc.) Two (2) Benches		x			
<b>Average Score =</b>		<b>1.2</b>			

### Comments/Recommendation

1. The courts surface is in failing condition and needs to be reconstructed.
2. The fence is in poor shape and needs to be replced.
3. There is no court lighting.
4. There is no site lighting.
5. There is no spectator or player seating.

# Open Space Evaluation Form

Open Space Grade:	<b>1.8</b>
-------------------	------------

Name of Venue **CHOATE FIELD**

Date of Evaluation	12/7/2015
Address	Choate Park
Total Size	
General Description of Use	Volleyball Court with a sand surface

	N/A	Inadequate (1)	Poor (2)	Good (3)	Excellent (4)
<b>Maintenance</b> (well-maintained, mowed, paths cleared, etc.)				x	
<b>Safety and Security</b> (site lighting, clear visibility, fencing, etc.)			x		
<b>Appearance</b> (Welcoming entrance, landscaping, special element, e.g. monument, gathering space, etc.)			x		
<b>General Accessibility</b> (condition of walkways, legibility of signage, clarity of hours/uses, trip hazards)		x			
<b>ADA Compliance</b> (walkways, ramps at appropriate grades, ADA parking, gates, seating areas accessible)		x			
<b>Adequate Seating Areas</b> (benches, landscaped seating, tables, etc.)			x		
<b>Average Score = 1.8</b>					

## Comments/Recommendations

1. Court netting is worn, replacement is recommended.
2. There is no court lighting or site lighting.
3. There is inadequate team or spectator seating.
4. The lawn skirt surrounding the court is in fair condition and needs only topdressing and topseeding.
5. The space does not meet ADA compliance for handicapped access.



**Medway Middle School**

# Athletic Field Evaluation Form

Field Grade:	<b>1.9</b>
--------------	------------

Name of Venue

**MEDWAY MIDDLE SCHOOL**

Date of Evaluation	12.17.2015				
Type of Field:	Baseball Field #1				
Number of Fields:	One (1)				
Typical age of users:	varies				
Baseball/Softball Dimensions:	1st & 3rd Base	L Field	R Field	C Field	Backstop
	90'	370'	380'	420'	20'

	N/A	Inadequate (1)	Poor (2)	Good (3)	Excellent (4)
<b>Geometry</b>				x	
<b>Stand of Turf</b>			x		
<b>Infield Condition</b> (Infield material, base paths, etc.)				x	
<b>Planarity</b> (playing surface - lack of dips, heaves, holes, etc.)			x		
<b>Striping</b> (Completeness, visibility, condition)			x		
<b>Fencing</b> (Perimeter fencing, backstops, outfield fencing, etc.)			x		
<b>Irrigation</b> (condition, coverage, reported adequacy)		x			
<b>Safety</b> (Run-outs, lack of obstructions, etc.).				x	
<b>Support Equipment</b> (bases, dugouts, batting cages, players benches, etc.)			x		
<b>Athletic Lighting</b> (reported adequacy, lack of spill / glare, general condition, etc.)		x			
<b>Site Lighting</b>		x			
<b>Spectator Seating</b> (condition, size, accessibility, etc.)		x			
<b>Drainage</b>			x		
<b>Average Score =</b>	<b>1.9</b>				

## Comments

1. The field, team and spectator seating are non-compliant with ADA standards for handicapped accessibility.
2. The player seating is old and need updating.
3. the turf on the field is in good condition.
4. Spectator seating does not exist and needs to be provided for the field.
5. Safety fencing needs to be installed in the outfield.

# Hard Court Evaluation Form

Court Grade:	<b>1.5</b>
--------------	------------

Name of Venue **MEDWAY MIDDLE SCHOOL**

Date of Evaluation	12/17/2015	
Type of Court:	Tennis Courts	
Number of Courts:	6	
Typical age of users	varies	
Type of Structure	Asphalt	
Type of Surfacing	Painted surface	
Playing Dimensions	Length:	Width:
	240' +/-	180' +/-

	N/A	Inadequate (1)	Poor (2)	Good (3)	Excellent (4)
<b>Geometry</b>				x	
<b>Condition of Structure and Surfacing</b> (cracks, delamination, etc.)		x			
<b>Planarity</b> (playing surface - lack of dips, heaves, holes, correct slopes, etc.)		x			
<b>Striping</b> (Completeness, visibility, condition)			x		
<b>Fencing</b> (Perimeter fencing, backstops, outfield fencing, etc.)		x			
<b>Court Hardware</b>		x			
<b>Safety</b> (Run-outs, lack of obstructions, etc.)			x		
<b>Support Equipment</b> (bases, batting cages, goals, players benches, etc.)			x		
<b>Athletic Lighting</b> (reported adequacy, lack of spill / glare, general condition, etc.)		x			
<b>Site Lighting</b>		x			
<b>Spectator Seating</b> (condition, size, accessibility, etc.)		x			
<b>Average Score = 1.5</b>					

## Comments

1. The courts asphalt paving has structural deficiencies and is no longer repairable.
2. The perimeter fence is rusted and leaning and imbedded into vegetation.
3. The tennis standards are heaving.
4. The facility does not comply with ADA standards for handicapped accessibility.



## Oakland Street Park

# Hard Court Evaluation Form

Court Grade:	<b>1.7</b>
--------------	------------

Name of Venue **OAKLAND STREET PARK**

Date of Evaluation	12/7/2015	
Type of Court:	Basketball	
Number of Courts:	One (1)	
Typical age of users	Varies	
Type of Structure	Metal	
Type of Surfacing	Asphalt - Painted Lines	
Playing Dimensions	Length:	Width:
	75'	50'

	N/A	Inadequate (1)	Poor (2)	Good (3)	Excellent (4)
<b>Geometry</b>					
<b>Condition of Structure and Surfacing</b> (cracks, delamination, etc.)			X		
<b>Planarity</b> (playing surface - lack of dips, heaves, holes, correct slopes, etc.)			X		
<b>Striping</b> (Completeness, visibility, condition)				X	
<b>Fencing</b> (Perimeter fencing, backstops, outfield fencing, etc.)			X		
<b>Court Hardware</b>			X		
<b>Safety</b> (Run-outs, lack of obstructions, etc.)			X		
<b>Support Equipment</b> (bases, batting cages, goals, players benches, etc.)		X			
<b>Athletic Lighting</b> (reported adequacy, lack of spill / glare, general condition, etc.)		X			
<b>Site Lighting</b>		X			
<b>Spectator Seating</b> (condition, size, accessibility, etc.)		X			
<b>Average Score = 1.7</b>					

## Comments/Recommendations

1. Lacks ADA compliance to parking and field activities
2. Backstop fencing needs to be replaced
3. The setting of the court is comfortable
4. The basketball court surface is full of cracks, dips and heaves
5. Spectator and team benches need to be updated

# Open Space Evaluation Form

Open Space Grade:	<b>1.3</b>
----------------------	------------

Name of Venue **OAKLAND STREET PARK**

Date of Evaluation	12/7/2015
Address	Oakland Street Park
Total Size	varies
General Description of Use	Picnic and Viewing Area

	N/A	Inadequate (1)	Poor (2)	Good (3)	Excellent (4)
<b>Maintenance</b> (well-maintained, mowed, paths cleared, etc.)			X		
<b>Safety and Security</b> (site lighting, clear visibility, fencing, etc.)		X			
<b>Appearance</b> (Welcoming entrance, landscaping, special element, e.g. monument, gathering space, etc.)			X		
<b>General Accessibility</b> (condition of walkways, legibility of signage, clarity of hours/uses, trip hazards)		X			
<b>ADA Compliance</b> (walkways, ramps at appropriate grades, ADA parking, gates, seating areas accessible)		X			
<b>Adequate Seating Areas</b> (benches, landscaped seating, tables, etc.)		X			
<b>Average Score = 1.3</b>					

## Comments/Recommendations

1. Backstop fencing is old, needs replacement.
2. No lighting.
3. Inadequate seating.
4. Nice 'feeling' space, good location.
5. Non-ADA compliant.



# Open Space Evaluation Form

Open Space Grade:	<b>2.2</b>
-------------------	------------

Name of Venue **OAKLAND STREET PARK**

Date of Evaluation	7/12/2015
Address	Oakland Street Park
Total Size	1
General Description of Use	Playground

	N/A	Inadequate (1)	Poor (2)	Good (3)	Excellent (4)
<b>Maintenance</b> (well-maintained, mowed, paths cleared, etc.)				X	
<b>Safety and Security</b> (site lighting, clear visibility, fencing, etc.)			X		
<b>Appearance</b> (Welcoming entrance, landscaping, special element, e.g. monument, gathering space, etc.)				X	
<b>General Accessibility</b> (condition of walkways, legibility of signage, clarity of hours/uses, trip hazards)		X			
<b>ADA Compliance</b> (walkways, ramps at appropriate grades, ADA parking, gates, seating areas accessible)		X			
<b>Adequate Seating Areas</b> (benches, landscaped seating, tables, etc.)				X	
<b>Average Score = 2.2</b>					

## Comments

- Existing picnic tables and benches to be re-located.
- Existing 3' black c.l.f. to be re-located.
- Existing playground mulch to be re-used.
- Existing Playground Equipment to be relocated.

# Athletic Field Evaluation Form

Field Grade:	<b>1.9</b>
--------------	------------

Name of Venue **OAKLAND STREET PARK**

Date of Evaluation			
Type of Field:	FIELD #1 - Multi-Purpose Rectangular (MPR)		
Number of Fields:	Multiple		
Typical age of users:	varies		
MPR Field Dimensions:	Length:	Width	Run-Out

	N/A	Inadequate (1)	Poor (2)	Good (3)	Excellent (4)
<b>Geometry</b>				X	
<b>Stand of Turf</b>			X		
<b>Planarity</b> (playing surface - lack of dips, heaves, holes, etc.)				X	
<b>Striping</b> (Completeness, visibility, condition)			X		
<b>Fencing</b> (Perimeter fencing, gates, etc.)		X			
<b>Irrigation</b> (condition, coverage, reported adequacy)		X			
<b>Safety</b> (Run-outs, lack of obstructions, etc.)				X	
<b>Support Equipment</b> (goals, players benches, etc.)		X			
<b>Athletic Lighting</b> (reported adequacy, lack of spill / glare, general condition, etc.)		X			
<b>Site Lighting</b>		X			
<b>Spectator Seating</b> (condition, size, accessibility, etc.)			X		
<b>Drainage</b>				X	
<b>Average Score =</b>	<b>1.9</b>				

## Comments

1. Field needs laser grading, topdressing, topseeding.
2. Spectator seating currently two (2) old wood bleachers, needs updating.
3. Fencing is rusted and inadequate, needs replacement.
4. There is no field lighting.

# Athletic Field Evaluation Form

Field Grade:	<b>1.8</b>
--------------	------------

Name of Venue **OAKLAND STREET PARK**

Date of Evaluation			
Type of Field:	FIELD #2 - Multi-Purpose Rectangular (MPR)		
Number of Fields:	1		
Typical age of users:			
MPR Field Dimensions:	Length:	Width	Run-Out

	N/A	Inadequate (1)	Poor (2)	Good (3)	Excellent (4)
<b>Geometry</b>				x	
<b>Stand of Turf</b>			x		
<b>Planarity</b> (playing surface - lack of dips, heaves, holes, etc.)				x	
<b>Striping</b> (Completeness, visibility, condition)		x			
<b>Fencing</b> (Perimeter fencing, gates, etc.)		x			
<b>Irrigation</b> (condition, coverage, reported adequacy)		x			
<b>Safety</b> (Run-outs, lack of obstructions, etc.)				x	
<b>Support Equipment</b> (goals, players benches, etc.)		x			
<b>Athletic Lighting</b> (reported adequacy, lack of spill / glare, general condition, etc.)		x			
<b>Site Lighting</b>	x				
<b>Spectator Seating</b> (condition, size, accessibility, etc.)		x			
<b>Drainage</b>				x	
<b>Average Score =</b>	<b>1.8</b>				

## Comments

1. Fields needs laser grading, topdressing, topseeding.
2. There is no spectator seating.
3. There is no athletic fencing for the field, only failing c.l.f. attached to tree trunks along Oakland Street.
4. There is no field lighting, there is no site lighting.
5. There is no ADA accessibility into the fields.



**Idyllbrook Park**

# Athletic Field Evaluation Form

Field Grade:	<b>2.3</b>
--------------	------------

Name of Venue **IDYLLBROOK PARK**

Date of Evaluation	12/7/2015				
Type of Field:	Baseball Field - 90' Diamond				
Number of Fields:	One (1)				
Typical age of users:	Varies				
Baseball/Softball Dimensions:	1st & 3rd Base	L Field	R Field	C Field	Backstop
		300'	310'	350'	25

	N/A	Inadequate (1)	Poor (2)	Good (3)	Excellent (4)
<b>Geometry</b>				X	
<b>Stand of Turf</b>				X	
<b>Infield Condition</b> (Infield material, base paths, etc.)				X	
<b>Planarity</b> (playing surface - lack of dips, heaves, holes, etc.)				X	
<b>Striping</b> (Completeness, visibility, condition)		X			
<b>Fencing</b> (Perimeter fencing, backstops, outfield fencing, etc.)		x			
<b>Irrigation</b> (condition, coverage, reported adequacy)	✓				
<b>Safety</b> (Run-outs, lack of obstructions, etc.)				X	
<b>Support Equipment</b> (bases, dugouts, batting cages, players benches, etc.)		x			
<b>Athletic Lighting</b> (reported adequacy, lack of spill / glare, general condition, etc.)	x				
<b>Site Lighting</b>	x				
<b>Spectator Seating</b> (condition, size, accessibility, etc.)	x				
<b>Drainage</b>				X	
<b>Average Score =</b>	<b>2.3</b>				

## Comments/Recommendations

1. The outfield lawn is in good condition but would benefit from minor topdressing and topseeding.
2. There is no formal irrigation system for watering the playing fields.
3. There is lighting on site.
4. The ballfield is not ADA compliant for handicapped access.
5. There are no ballfield amenities provided: bullpen, scoreboard, storage facility, and batting cages.



**ENCLOSURE 2**

**Refined Conceptual Redevelopment Schematics**



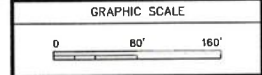
Gale Associates, Inc.  
Engineers and Planners  
163 LIBBEY PARKWAY | WEYMOUTH, MA 02189  
F 781.335.6465 F 781.335.6467  
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REVISIONS		
NO.	DATE	DESCRIPTION

CADD FILE	
DESIGNED BY	
DRAWN BY	
CHECKED BY	
DATE	10-25-12
DRAWING SCALE	1"=80'-0"



SHEET TITLE  
**MEDWAY  
MIDDLE SCHOOL**

DRAWING NO. <b>SK-1</b>	PROJECT NO. T.B.D.
----------------------------	--------------------

# MEDWAY MIDDLE SCHOOL



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PROJECT  
**MEDWAY PARKS AND RECREATION  
MEDWAY MA**

OWNER

REVISIONS		
NO.	DATE	DESCRIPTION

CADD FILE	
DESIGNED BY	
DRAWN BY	
CHECKED BY	
DATE	10-25-12
DRAWING SCALE	1"=60'-0"

GRAPHIC SCALE

SHEET TITLE  
**CHOATE PARK  
AT  
CASSIDY FIELD**

DRAWING NO.  
**SK-2**

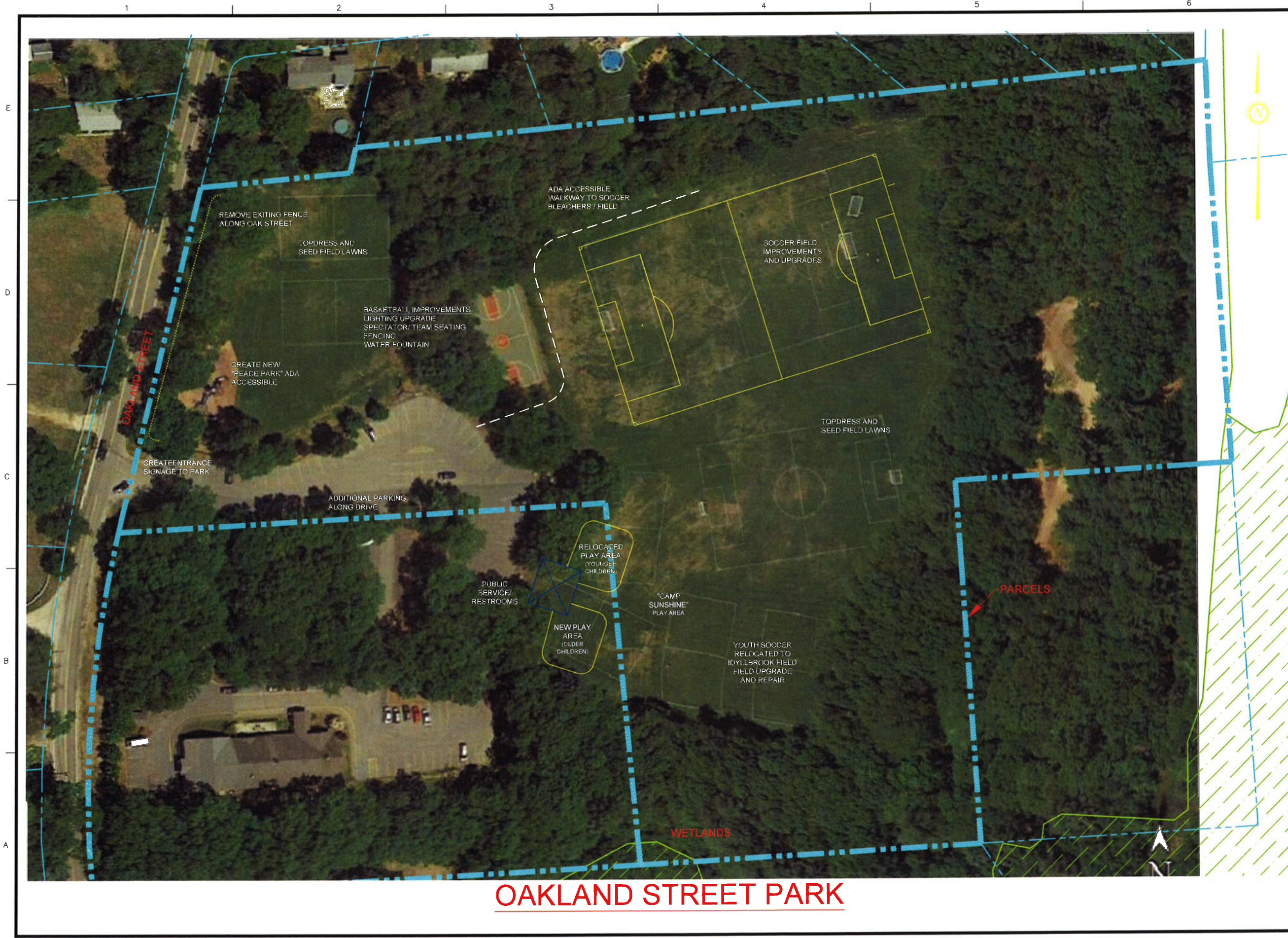
PROJECT NO. T.B.D.




**CHOATE PARK AT CASSIDY FIELD**



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# OAKLAND STREET PARK



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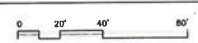
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REVISIONS	
NO.	DESCRIPTION

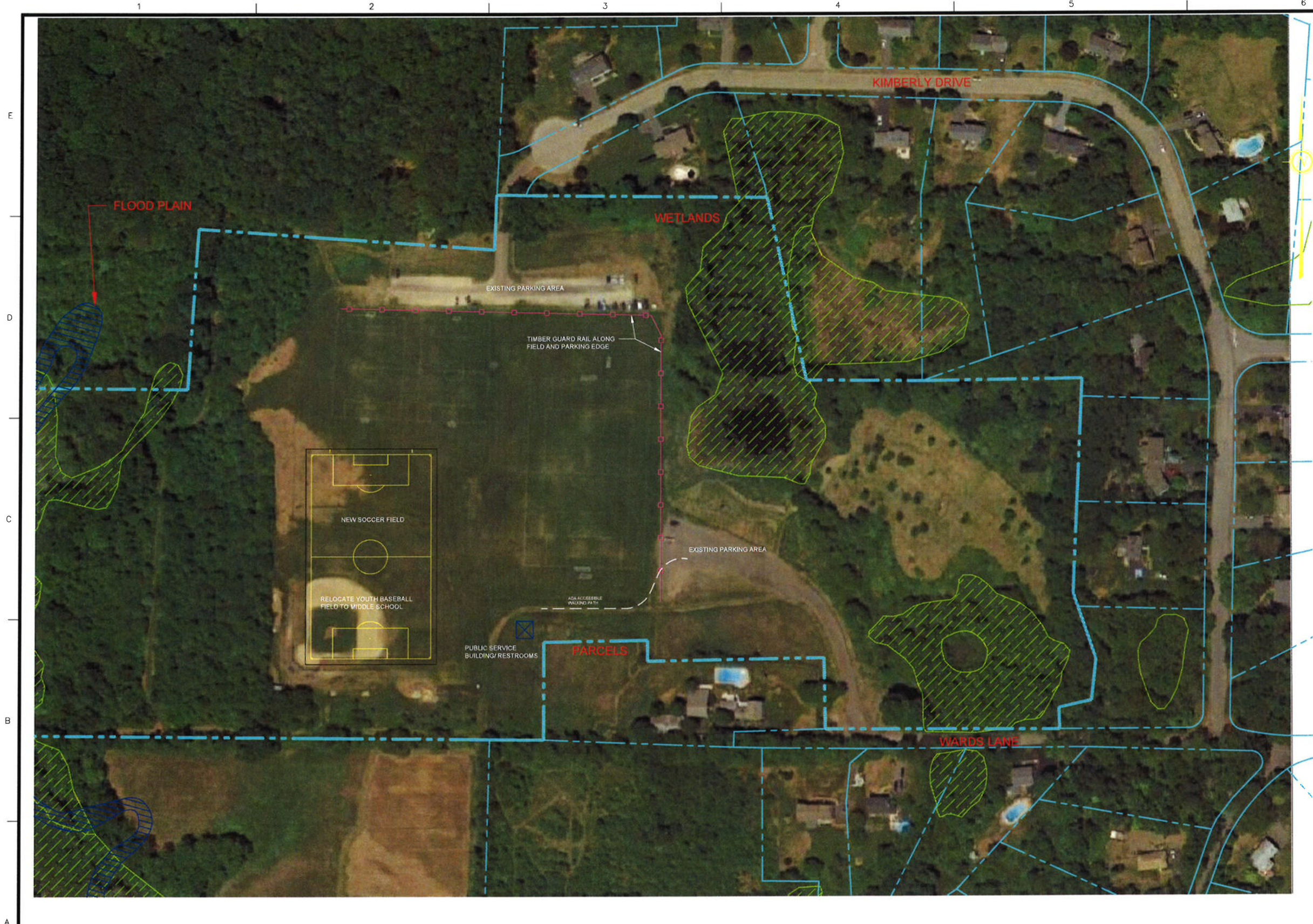
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DESIGNED BY	
DRAWN BY	
CHECKED BY	
DATE	1-4-18
DRAWING SCALE	1" = 40'-0"

GRAPHIC SCALE



SHEET TITLE
<b>OAKLAND STREET PARK</b>

DRAWING NO.	<b>SK-3</b>
PROJECT NO. T.B.D.	



F:\171620\DWG\CH\IDYLLBROOK\IDYLLBROOK\_PARK.dwg, 2/10/2016 8:40:13 AM

# IDYLLBROOK PARK



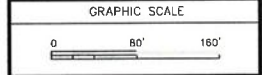
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REVISIONS	
NO.	DESCRIPTION

CADD FILE	
DESIGNED BY	
DRAWN BY	
CHECKED BY	
DATE	1-4-18
DRAWING SCALE	1"=80'-0"



SHEET TITLE  
  
**IDYLLBROOK  
 PARK**

DRAWING NO.	SK-4
PROJECT NO. T.B.D.	



**ENCLOSURE 3**

**Cost Estimates**



**MEDWAY MASTER PLAN UPDATE, SELECTED PARKS  
CONCEPTUAL COST ESTIMATES**

<u>Location</u>	<u>Strategy</u>	<u>Cost of Core Items</u>
Middle School	Baseball Field Reconstruction (2)	\$ 750,000.00
\$2,285,100.00	Tennis Reconstruction (6)	\$ 400,000.00
	Site Amenities	\$ 300,000.00
	Athletic - Field Lighting	\$ 280,000.00
	General Conditions, Bonds, Insurances, O/H	\$ 69,200.00
	Subtotal	\$1,799,200.00
	Soft Costs (Engineering Fees, 0.07)	\$ 126,000.00
	<u>Contingency (.20)</u>	<u>\$ 359,800.00</u>
	<b>Total</b>	<b>\$2,285,000.00</b>
<hr/>		
Choate Park	Main Street Entrance	\$ 300,000.00
\$2,463,400.00	Open Play Area - A River Edge	\$ 75,000.00
	Open Play Area - The Beach	\$ 30,000.00
	Open Play Area - Water Play Area	\$ 350,000.00
	Enhanced Exercise Station	\$ 120,000.00
	Volleyball Court Upgrade	\$ 30,000.00
	Children's Play Area Renovation	\$ 300,000.00
	Basketball Court Renovation	\$ 55,000.00
	Tennis Practice Court Reconstruction	\$ 30,000.00
	Choate Pond Perimeter Walkway	\$ 310,000.00
	Choate to High School Trail improvements	\$ 15,000.00



**MEDWAY MASTER PLAN UPDATE, SELECTED PARKS  
CONCEPTUAL COST ESTIMATES**

<u>Location</u>	<u>Strategy</u>	<u>Cost of Core Items</u>
Choate Park (con't.)	Parking Lot Expansion	\$ 250,000.00
	General Conditions, Bonds, Insurance, O/H	\$ 74,600.00
	Subtotal	\$1,939,600.00
	Soft Costs (Engineering Fees, 0.07)	\$ 135,800.00
	<u>Contingency (0.20)</u>	<u>\$ 388,000.00</u>
	Total	\$2,463,400.00
<hr/>		
Idyllbrook Park \$1,515,100.00	Soccer Field Construction, Irrigation	\$ 300,000.00
	Building Facility	\$ 300,000.00
	Children's Playgrounds (2)	\$ 250,000.00
	Parking Lot Redevelopment	\$ 275,000.00
	General Conditions, Bonds, Insurance, O/H	\$ 68,000.00
	Subtotal	\$1,193,000.00
	Soft Costs (Engineering Fees, 0.07)	\$ 83,500.00
	<u>Contingency (0.20)</u>	<u>\$ 238,600.00</u>
Total	\$1,515,100.00	
<hr/>		
Oakland Street Park \$2,318,000.00	Playing Field Renovations	\$ 300,000.00
	Building Facility	\$ 600,000.00
	Children's Playgrounds (2)	\$ 300,000.00
	"The Peace Park" - Allowance	\$ 80,000.00
	Basketball Court Renovations	\$ 55,000.00



**MEDWAY MASTER PLAN UPDATE, SELECTED PARKS  
CONCEPTUAL COST ESTIMATES**

<b><u>Location</u></b>	<b><u>Strategy</u></b>	<b><u>Cost of Core Items</u></b>
Oakland Street Park (con't.)	Site Amenities	\$ 420,000.00
	General Conditions, Bonds, Insurance, O/H	\$ 70,200.00
	Subtotal	\$1,825,200.00
	Soft Costs (Engineering Fees, 0.07)	\$ 127,800.00
	<u>Contingency (0.20)</u>	<u>\$ 365,000.00</u>
	Total	\$2,318,000.00

**CHOATE PARK/RECREATION FACILITY IMPROVEMENTS  
PROPOSED FUNDING PLAN**

**Choate Park**

Children's Playground Upgrade - ADA	\$300,000.00
Beach Play Area Improvements	\$30,000.00
Water Park/Splash Pad	\$350,000.00
Choate Pond Perimeter Walkway	\$310,000.00
Choate Trail Improvements	\$15,000.00
Parking Expansion	\$250,000.00
Gen. Conditions	\$70,000.00
Design	\$150,000.00
Contingency	\$200,000.00
<b>TOTAL</b>	<b>\$1,675,000.00</b>

**Middle School**

Tennis Courts	\$400,000.00
Gen. Conditions	\$40,000.00
Design	\$60,000.00
Contingency	\$80,000.00
<b>TOTAL</b>	<b>\$580,000.00</b>

**Oakland Park**

Sunshine Group Building	\$350,000.00
Playing Field Renovations	\$300,000.00
Children's Playgrounds - ADA	\$300,000.00
Gen. Conditions	\$70,000.00
Design	\$140,000.00
Contingency	\$175,000.00
<b>TOTAL</b>	<b>\$1,335,000.00</b>

**Idylbrook Park**

Soccer Field Construction & Irrigation	\$300,000.00
Gen. Conditions	\$50,000.00
Design	\$70,000.00
Contingency	\$100,000.00
<b>TOTAL</b>	<b>\$520,000.00</b>

**CHOATE PARK/RECREATION FACILITY IMPROVEMENTS  
PROPOSED FUNDING PLAN**

**GRAND TOTAL** **\$4,110,000.00**

**FINANCING OPTIONS**

<b>YEAR 1</b>	<b>PHASE 1 - Choate &amp; Middle School</b>	<b>\$2,255,000.00</b>
	<i>State Request</i>	<i>\$500,000.00</i>
	<i>Town Share</i>	<i>\$1,755,000.00</i>
	<b>PROPOSED FINANCING:</b>	
	- <i>\$877,500 direct CPA Cash Fund</i>	
	- <i>\$877,500 CPA Borrow - 20 years (approx. \$65k/yr)</i>	
<b>YEAR 2</b>	<b>PHASE 2 - Oakland Park</b>	<b>\$1,335,000.00</b>
	<i>State Request</i>	<i>\$500,000.00</i>
	<i>Town Share</i>	<i>\$835,000.00</i>
	<b>PROPOSED FINANCING:</b>	
	- <i>\$500,000 direct CPA Cash Fund</i>	
	- <i>\$335,000 direct Town Cash</i>	
<b>YEAR 3</b>	<b>PHASE 3 - Idylbrook Park</b>	<b>\$520,000.00</b>
	<i>State Request</i>	<i>\$250,000.00</i>
	<i>Town Share</i>	<i>\$270,000.00</i>
	<b>PROPOSED FINANCING:</b>	
	- <i>\$270,000 direct Town Cash</i>	



# **AGENDA**

# **ITEM #12**

**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 renewals ; Mtg of Cable Advisory Com; Ascertainment Process	TA/CAC	Verizon & Comcast notice received; further action Fall 2016
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	February 2016
11	11/2/2015	Discussion - solid waste and recycling fees	BOS/DPS	Winter 2016
12	2/1/2016	Net metering credit application (Eversource, NRG)	Staff	Winter 2016

# **AGENDA**

# **ITEM #13**

## **Approval of Warrants**

Warrants to be provided at meeting

# **AGENDA**

# **ITEM #14**

## **Approval of Minutes**

### **Associated backup materials attached:**

- October 13, 2016 Draft Minutes
- January 4, 2016 Draft Minutes
- January 19, 2016 Draft 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 and the Host Community Agreement  
32 is a statutory item signed by the BOS. The Payment in Lieu of Taxes (PILOT) agreement  
33 will go to Town Meeting for approval. Mr. Adams pointed out that casinos were allowed  
34 in Massachusetts by vote of the residents and no community had to accept a casino unless  
35 it voted yes or no. He said that without an ability to vote on the power plant expansion  
36 that 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

DRAFT

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.

DRAFT

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 if 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 \$8,7040.00; 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.*  
42

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.

DRAFT

- 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

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

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

Absent: Glenn Trindade, Member

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

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

\*\*\*\*\*

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

**Public Comments:** None.

**Approval – Housing Production Plan:**

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

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

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

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

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

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

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

Present: Danny Chan, Hang Tai Too restaurant.

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

1  
2 **Selectman D’Innocenzo moved that the Board approve an entertainment license for Hang Tai Too pending**  
3 **the review and approval of the request by the Fire Department; Selectman White seconded. No discussion.**  
4 **VOTE: 4-0-0.**

5  
6 **Vote – Banner Display Request, Medway Youth Lacrosse:**

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

9  
10 No one was present from the Medway Youth Lacrosse.

11  
12 **Selectman D’Innocenzo moved that the Board vote to approve the Medway Youth Lacrosse’s banner**  
13 **display request; Selectman White seconded. No discussion. VOTE: 4-0-0.**

14  
15 **Approval – One-Day Liquor License Applications:**

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

19  
20 **Selectman Crowley moved that the Board approve one-day liquor licenses for Sandra McClure,**  
21 **Medway/Millis Gymnastics Team, and Suleima DaCruz for their events at the Thayer Homestead on**  
22 **1/30/16, 4/7/16 and 7/2/16 respectively subject to fulfillment of the Police Chief’s recommendations and**  
23 **evidence of appropriate insurance coverage; Selectman White seconded. No discussion. VOTE: 4-0-0.**

24  
25 **Approval – Norfolk County Mosquito Control Budget:**

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

28  
29 Mr. Boynton clarified that this funding comes from cherry sheet revenues from the state.

30  
31 **Selectman D’Innocenzo moved that the Board vote to support the proposed FY17 funding for mosquito**  
32 **control, as requested; Selectman White seconded. No discussion. VOTE: 4-0-0.**

33  
34 **Correspondence Response – Medway Democratic Town Committee Letter:**

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

37  
38 Mr. Boynton distributed a revised response to the letter sent by the Medway Democratic Town Committee  
39 regarding the proposed Exelon expansion. Discussion followed on posting the response in various places, if the  
40 Board wishes, in places such as Facebook, or as a letter to the editor as was the letter by the Medway Democratic  
41 Town Committee, and possibly on the Town website. Posting on the Friends of Medway page was not preferred,  
42 but perhaps a comment referring interested parties to the posting on the Town website would be appropriate.

43  
44 Selectman Crowley expressed concern that the Board’s response be validated, and asked for a letter from the  
45 attorney who approved the response stating that he has reviewed and approved the response letter. Selectman  
46 Crowley felt it important to have that approval in the file should it be necessary to produce it.

47  
48 **Selectman D’Innocenzo moved that the Board approve the response letter to the Medway Democratic Town**  
49 **Committee, as presented; Selectman White seconded. No discussion. VOTE: 4-0-0.**



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

3  
4 **Action Items from Previous Meeting:**

5 *The Board reviewed the Action Item list.*

6  
7 There were brief updates on all topics with the following specific comments:

- 8
- 9 > Street acceptance process is ongoing;
- 10 > An update on the Route 109 Roadway Project will be available soon;
- 11 > Brentwood Project – the design is finished and it will be going out to bid soon;
- 12 > Cable license renewal is in progress;
- 13 > An update on recycling fees, cost of carts and tipping fees will be available soon.

14  
15 **Approval of Warrants:**

16 *The Board reviewed Warrant 16-28.*

17  
18 Selectman D’Innocenzo, Clerk, read aloud Warrant 16-28, dated 1/7/16, presented for approval:

19	16-28	Town Expense	\$671,488.36
20		TOTAL	\$671,488.36

21  
22  
23 **Chairman Foresto moved that the Board approve the Warrant as read; Selectmen White seconded. No**  
24 **discussion. VOTE: 4-0-0.**

25  
26 **Approval of Minutes:**

27 *The Board reviewed draft minutes from meetings held on September 14, 2015; October 19, 2015 and November*  
28 *30, 2015.*

29  
30 **Selectman D’Innocenzo moved that the Board approve the minutes of September 14, 2015, as presented;**  
31 **Selectman White seconded. No discussion. VOTE: 4-0-0.**

32  
33 The Board opted to postpone approval of the October 19 minutes in order to clarify some statements.

34  
35 **Selectman D’Innocenzo moved that the Board approve the minutes of November 30, 2015, as presented;**  
36 **Selectman White seconded. No discussion. VOTE: 2-0-2 - Crowley and D’Innocenzo abstained.**

37  
38 **Town Administrator’s Report:**

39 Mr. Boynton updated the Board on the following:

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

45  
46 Mr. Boynton announced that Town offices will be closed on Monday, January 18 in observance of Martin Luther  
47 King holiday, and that he will be on vacation February 5 through 13.

48  
49 **Selectmen’s Reports:**

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

DRAFT

1  
2 Mr. Boynton reminded the Board about the legislative breakfast this Saturday.  
3

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

7  
8  
9  
10 Respectfully submitted,  
11 Jeanette Galliardt

**Board of Selectmen's Meeting  
Tuesday, January 19, 2016 – 7:00 PM  
Sanford Hall  
155 Village Street**

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

Absent: Glenn Trindade, Member

Staff Present: Michael Boynton, Town Administrator; Allison Potter, Assistant Town Administrator; Carol Pratt, Finance Director; Tom Holder, Director, Department of Public Services; Susy Affleck-Childs, Planning and Economic Development Coordinator; Stephanie Mercandetti, Director, Community and Economic Development; Margaret Perkins, Director, Medway Public Library; Missy Dzikczek, Director, Council on Aging; Doug Havens, Community Housing Coordinator; Rich Boucher, Director, Information Technology; Bridget Graziano, Conservation Agent; Mary Becotte, Communications Director; Members of the Medway Fire Department.

\*\*\*\*\*

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

**Board Appreciation – Lieutenant Anzivino:**

On behalf of the Board, Mr. Boynton expressed sincere appreciation for the work that Medway's police and fire department staff do every day. Lt. Anzivino discovered an odd smell at his children's day care and evacuated the building after alerting the authorities. In doing so, he prevented several people from becoming ill. It was a carbon monoxide situation that could have turned tragic.

Fire Chief Jeffery Lynch stated he was proud of Lt. Anzivino and the job he did. Circumstances could have been very different.

The Board expressed thanks to Lt. Anzivino and all public safety personnel for everything they do to keep Medway residents and visitors safe.

**Public Comments:** None.

**Introductions – Council on Aging's Outreach Workers – Kate Fennyery & Marcia Lombardo:**

*The Board reviewed a document entitled "Chart of projected growth in Medway's Senior Population".*

Present: Missy Dzikczek, Director, Council on Aging; Kate Fennyery and Marcia Lombardo, Council on Aging Outreach Workers.

Ms. Dzikczek introduced two new outreach workers affiliated with the Senior Center. These individuals typically look into cases of fuel assistance and housing needs. She emphasized that there are a lot of young people who come to the senior center seeking assistance, and they do what they can to help.

Ms. Dzikczek noted that some assistance comes from grant money, but there is a need to increase the hours for outreach. Discussion followed on increasing numbers of residents over the age of 60 in the coming

1 years, as well as an increase in the number of over 55 housing communities in Medway. Ms. Dziczek  
2 announced that she will be leaving sometime this summer and there will be a new Director coming in.  
3

4 Mr. Boynton emphasized that the Senior Center is not just a place to go for a meal, bingo or activities. It  
5 is the closest thing Medway has to a social services agency in the community.  
6

7 **Grant Expenditure Authorization – Mass. Department of Energy Resources, \$35,000:**

8 *The Board reviewed the Notice of Grant Award dated 1/6/16.*  
9

10 Mr. Boynton stated this is for the current fiscal year; the grant will expire in August of 2016. It is not  
11 clear whether the Town will be eligible for another round. Millis would like this program to continue  
12 beyond this fiscal year, and the grant helps fund the position.  
13

14 **Selectman D’Innocenzo moved that the Board authorize the expenditure of the Energy Manager**  
15 **Grant in the amount of \$35,000 for the salary and expenses relating to the full-time Energy Manager**  
16 **position shared with the Town of Millis; Selectman White seconded. No discussion. VOTE: 4-0-0.**  
17

18 **Approval – Trail Grant Application:**

19 *The Board reviewed the following information: (1) Document entitled “Guidelines for completing*  
20 *recreational trails grant”; and (2) Memorandum dated January 19, 2016 from Bridget Graziano,*  
21 *Conservation Agent (distributed at meeting).*  
22

23 Present: Bridget Graziano, Conservation Agent.  
24

25 Ms. Graziano stated that the Medway Trail Task Force is comprised of a group of entities including  
26 residents. This would connect the high school trail system with the larger trail network. They have been  
27 working on developing the network and determining costs. The Dept. of Conservation and Recreation  
28 offers a recreational trails grant each year. Fall Town Meeting partially funded the project and design was  
29 developed. This grant application, which would support the development of this trail, is due February 1.  
30 Time is of the essence, and they are asking for the Board’s support. The Town will not learn if it is  
31 awarded the grant for nine months. The \$50,000 will not cover all the costs but it will help. A 20%  
32 matching amount is required.  
33

34 Selectman Crowley asked if the \$50,000 would be allocated to construction costs. Brief discussion followed.  
35 He reported that Iarussi Way residents are satisfied with the discussions on what may be developed near them.  
36

37 **Chairman Foresto moved that the Board authorize preparation of the grant and to authorize the Chair**  
38 **to sign the application on behalf of the Town; Selectman White seconded. No discussion. VOTE: 4-0-0.**  
39

40 **Approval – Agreement to Install Carpet in Library, Atkinson Carpet Installation Co., Inc., \$45,941.65:**

41 *The Board reviewed the following information: (1) Memorandum dated January 19, 2015 from the*  
42 *Director of Public Services; and (2) Agreement between Atkinson Carpet Installation Co., Inc. and the*  
43 *Town of Medway.*  
44

45 Present: Tom Holder, Director, Department of Public Services; Margaret Perkins, Director, Medway  
46 Public Library.  
47

48 Mr. Boynton reminded the Board that the Town authorized \$90,000 for this project, but through the  
49 efforts of Bobby McGee and Margaret Perkins, the bid came in at \$45,000. The final total of \$53,338  
50 includes additional costs to move stacks of books, and additional repair work that was unanticipated  
51 initially.

1  
2 Selectman White asked about the difference in costs. Ms. Perkins responded that the difference is in how  
3 they move the books. It's less expensive (takes less time) to just lift the shelving complete with the books  
4 on the shelves. Mr. Boynton added that there was also another choice of carpeting that turned out to be of  
5 similar quality but less expensive.

6  
7 Selectman Crowley expressed concern that the Board has been asked to approve a base contract, yet  
8 information for the change order is not included. Mr. Holder clarified that, if the Board votes tonight, the  
9 carpet and other materials can be ordered. The additional costs include the addition of a rubber runner on  
10 the stairway and rubber matting behind the librarians' counter.

11  
12 Mr. Boynton suggested that the Board could approve the base contract and then authorize the Town  
13 Administrator to approve the additional items in an amount not to exceed \$9,000 or the Board can  
14 postpone action.

15  
16 **Selectman D'Innocenzo moved that the Board execute a contract with Atkinson Carpet Installation**  
17 **Company, Inc. to perform installation of carpeting at the Medway Public Library in an amount not**  
18 **to exceed \$45,941.65; Selectman White seconded. No discussion. VOTE: 4-0-0.**

19  
20 **Selectman D'Innocenzo moved that the Board authorize the Chair or the Town Administrator to**  
21 **approve change orders in the aggregate not to exceed \$9,000; Selectman White seconded. No**  
22 **discussion. VOTE: 3-1-0 – Crowley opposed because there was no paperwork to review.**

23  
24 **Authorization of Chairman to Execute a Contract with Odyssey Advisors for Actuarial Services:**  
25 *The Board reviewed a Contract between the Town of Medway and Odyssey Advisors.*

26  
27 Present: Carol Pratt, Finance Director.

28  
29 Ms. Pratt reported this work is performed every other year, and this year two bids were received. This  
30 group of advisors seems comparable to others with an appropriate amount of experience.

31  
32 **Selectman D'Innocenzo moved that the Board authorize the Chairman to execute a contract with**  
33 **Odyssey Advisors for actuarial services in an amount not to exceed \$6,550.00; Selectman White**  
34 **seconded. No discussion. VOTE: 4-0-0.**

35  
36 **Appointment – Affordable Housing Trust, John Parlee:**

37 *The Board reviewed the following information: (1) Resume of John Parlee; and (2) Letter of interest.*

38  
39 Present: Doug Havens, Community Housing Coordinator.

40  
41 Mr. Havens stated that Mr. Parlee has been attending meetings and described him as a very astute and  
42 intelligent individual. He is replacing Karen Soter whose resignation will correspond with this  
43 appointment. The term will expire on June 30, 2016.

44  
45 **Selectman D'Innocenzo moved that the Board approve the appointment of John Parlee to the**  
46 **Affordable Housing Trust for a term to expire on June 30, 2016; Selectman White seconded. No**  
47 **discussion. VOTE: 4-0-0.**

48  
49 **Discussion – Town of Medway Website Update/Communications Objectives:**

50 *There were no background materials.*

1 Present: Mary Becotte, Communications Director; Rich Boucher, Director, Information Technology.

2  
3 Mr. Boynton reported that, for several months, the Town's website has been reviewed and evaluated as  
4 there had been numerous comments that the site was "too busy" and too hard to navigate. The site will be  
5 moving to a Drupal platform from the First Class platform. The schools have already been changed in  
6 order to utilize centralized posting of information.

7  
8 Mr. Boucher stated he wanted to make the site easier to manage, edit, save documents and so forth. This  
9 software also allows for a mobile device application. Efforts will be made to streamline and declutter the  
10 home page, utilizing minimal text, better navigation, and adding buttons for the most popular information  
11 based on where site visitors are going now. He noted that he will be meeting with representatives from  
12 Virtual Town Hall tomorrow. He wants to set up a contract with Tim Rice, who can provide great  
13 photographs of municipal buildings and local areas.

14  
15 Selectman Crowley asked how many people are accessing the website and where they are going. Mr.  
16 Boucher responded that the site gets approximately 50,000 visitors a month, and the interior links are  
17 what the Town wants to keep track of. News was the most popular item on the site. There was brief  
18 discussion on who will manage various areas of the site. Ultimately, community organizations could  
19 submit a list of meeting dates, athletic events, etc. to communications director for posting. Postings  
20 would be limited to non-profit or community groups.

21  
22 Ms. Becotte theorized that the updated website will also provide a way to answer questions that have been  
23 posted on Friends of Medway Facebook page. The Town's response to questions would be visible on the  
24 Town website under Social Media button. She said they would like residents to check the Town's site for  
25 accurate information instead of Friends of Medway where information may or may not be correct or up-  
26 to-date. Mr. Boynton clarified that staff of various departments are working toward getting word out in  
27 addition to the Town Administrator's office on the Town Administrator page.

28  
29 Ms. Becotte provided a brief update on communications in general. Beginning in February she will have  
30 a monthly newsletter that will be distributed to the current 250 subscribers. It will also appear on the  
31 Town website. The Superintendent of Schools will also encourage people to subscribe by mentioning it  
32 in his Friday newsletters. She indicated she is optimistic about getting the word out. Newsletter topics  
33 could be periodic updates on Route 109 project, monthly citizen spotlight, monthly local business profile,  
34 departmental highlight, and similar topics. She has met with the Medway Cable staff to get them trained.  
35 Brief discussion followed on the viability of searchable meeting minutes.

36  
37 **Approval – One-Day Liquor License, Thayer Homestead, Susan Toland and Cyndy Shea:**

38 *The Board reviewed the following information: (1) License applications from Susan Toland and Cyndy*  
39 *Shea; and (2) Recommendations dated January 11, 2016 and January 19, 2016 from the Police Chief.*

40  
41 **Selectman D'Innocenzo moved that the Board approve one-day wine & malt licenses for Susan**  
42 **Toland and Cyndy Shea for their events at the Thayer Homestead on April 17, 2016 and January**  
43 **24, 2016 respectively, subject to fulfillment of the Police Chief's recommendations and evidence of**  
44 **appropriate insurance coverage; Selectman White seconded. No discussion. VOTE: 4-0-0.**

45  
46 **Opening of May 9, 2016 Annual and Special Town Meeting Warrants:**

47 *There were no background materials.*

48  
49 **Selectman D'Innocenzo moved that the Board vote to open the Annual and Special Town Meeting**  
50 **warrants set for May 9, 2016; Selectman White seconded. No discussion. VOTE: 4-0-0.**

**Action Items from Previous Meeting:**

*The Board reviewed the Action Items list.*

The Board briefly discussed the following:

- #8 – Searchable minutes in updated Town Website --It was suggested that, as Selectman Trindade was the one who added this item, we will check with him before removing it from the list.
- #7 – Environmental bond bill -- there are potential grant opportunities, however, more research is required.
- #2 -- Route 109 project – several contractors have pulled bids.

**Approval of Warrants:**

*The Board reviewed Warrant 16-30, dated 1-22-16.*

Selectman D’Innocenzo, Clerk, read aloud Warrant 16-30, presented for approval:

16-30	Town Expense	\$436,184.55
	TOTAL	\$436,184.55

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

**Approval of Minutes:**

*The Board reviewed draft minutes from July 6, 2015.*

**Selectman D’Innocenzo moved that the Board approve the minutes of July 6, 2015, as amended; Selectman White seconded. No discussion. VOTE: 3-0-1 Crowley abstain.**

**Town Administrator’s Report:**

Mr. Boynton briefly reviewed the following:

- The Selectmen’s Annual Town Report is due soon.
- There will be a Veterans District meeting next week. The Town of Millis is interested in joining, and the discussion will focus on cost sharing. Additionally, the Veterans Agent estimates needing \$38,000 to get through the end of the year. Discussion on auditing process to see if there are patterns developing in services sought.
- Cable television license renewals are in process.
- Regarding proposed changes to the Public Records Act, Mr. Boynton met with Senator Spilka and several municipal leaders to share thoughts and concerns.

**Selectmen’s Reports:**

Selectman Crowley suggested that he met with CIPC where Information Technology presented a report on IT requests for its five-year plan.

Chairman Foresto announced that Medway Clean Sweep will take place on April 9 and encouraged residents to take part. It will be more of a neighborhood effort this year.

Chairman Foresto stated that the Energy Committee is exploring municipal aggregation. There is a Town Meeting Warrant article authorizing the Town to approve it, and residents can opt out if they are not interested. The aggregation can be purchased in pieces. He asked whether the committee has the right to set the price for the Town. Mr. Boynton cautioned that it would be a huge commitment for the community.

DRAFT

1 Brief discussion followed on various small projects.

2  
3 **At 8:49 PM Selectman White moved to adjourn; Selectman D’Innocenzo seconded. No discussion.**  
4 **VOTE: 4-0-0.**

5  
6  
7 Respectfully submitted,  
8 Jeanette Galliard  
9 Night Board Secretary



# **AGENDA**

# **ITEM #15**

**Town Administrator's Report**

# **AGENDA**

# **ITEM #16**

**Selectmen's Reports**