

Board of Selectmen

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



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

TOWN OF MEDWAY

COMMONWEALTH OF MASSACHUSETTS

Board of Selectmen's Meeting

January 17, 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. Appointment Consideration – Bruce Hamblin – Historical Commission
2. Discussion – Holliston Street at Main Street - Rossetti Square
3. Approval – Common Victualler License – Dolce Dolce Bakery
4. Approval – Contract with George E. Sansoucy for FY18 Utility Property Valuation Services - \$6,000
5. Deed Acceptance - 115R Holliston St
6. Approval – One-Day Liquor License Applications
 - a. Allison Bogosian – Thayer Homestead – January 28, 2017
 - b. Debrah Smith – Thayer Homestead – March 12, 2017
 - c. Jamie Brook – Thayer Homestead – March 18, 2017
 - d. Kerry Shea – Thayer Homestead – April 23, 2017
 - e. Catherine Perry – Thayer Homestead – May 21, 2017
7. Action Items from Previous Meeting
8. Approval of Warrants
9. Approval of Minutes
10. Town Administrator's Report
11. Selectmen's Reports
12. Executive Session – Exemption 2: To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel; & Exemption 3: To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.

For more information on agenda items, please visit the Board of Selectmen's page at
www.townofmedway.org

Upcoming Meetings, Agenda and Reminders

February 6, 2017 ---- Regular Meeting

February 21, 2017 --- Regular Meeting

AGENDA

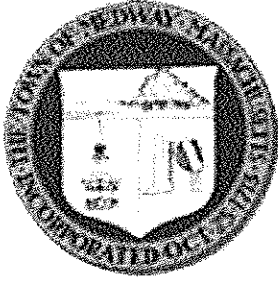
ITEM #1

Appointment Consideration – Bruce Hamblin – Historical Commission

Associated backup materials attached:

- Correspondence from Jeanne Johnson- Historical Commission, Chair
- Letter of Interest
- Resume

Proposed Motion: I move that the Board appoint Bruce Hamblin to the Historical Commission for a term to expire June 30, 2020.



Medway Historical Commission

Town of Medway
155 Village Street
Medway, MA 02053

January 3, 2017

Board of Selectmen
Town of Medway

C/O Ms. Maryjane White, Vice-Chairman

Dear Maryjane and the Board:

The Historical Commission is seeking new members, and Mr. Bruce Hamblin is interested in joining the Commission. We would appreciate the Board of Selectmen reviewing his letter of interest and appointing him to the Commission. For several months he has been attending our meetings as an interested observer. Our status now is that if one member is absent, we cannot hold an official meeting even with Bruce present as an observer.

Thank you for your consideration.

Very Truly Yours,

Jeanne Johnson, Chairman
Medway Historical Commission

October 14, 2016

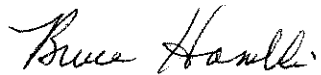
**Board of Selectman
Town of Medway
155 Village Street
Medway, Massachusetts 02053**

Dear Selectman:

I am very interested in applying for membership on the Historical Commission. Enclosed is a copy of my resume for your perusal.

I look forward to the opportunity to meet with you to discuss this appointment.

Sincerely yours,



Bruce W. Hamblin

AGENDA

ITEM #2

**Discussion – Holliston Street at Main Street -
Rossetti Square**

No associated backup materials.

AGENDA

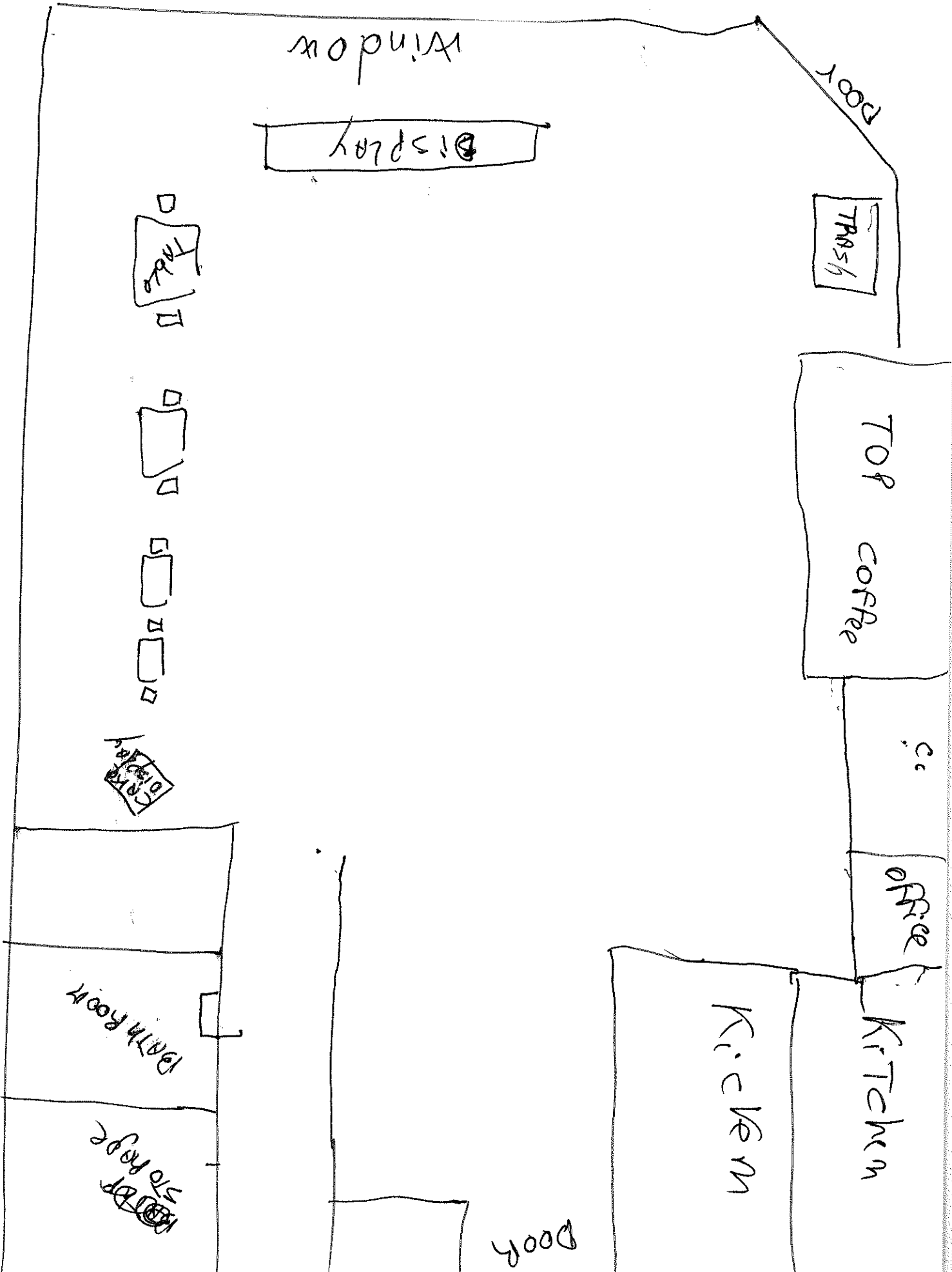
ITEM #3

**Approval – Common Victualler License – Dolce
Dolce Bakery**

Associated backup materials attached:

- Application Documents

Proposed Motion: I move that the Board approve a Common Victualler license for Docle Dolce Bakery located at 74 Main.





William Francis Galvin
Secretary of the Commonwealth of Massachusetts



Corporations Division

Business Entity Summary

ID Number: 001219629

[Request certificate](#)

[New search](#)

Summary for: **DOLCE DOLCE BAKERY ITALIAN TRADITIONAL GOODS, LLC**

The exact name of the Domestic Limited Liability Company (LLC): DOLCE DOLCE BAKERY ITALIAN TRADITIONAL GOODS, LLC

Entity type: Domestic Limited Liability Company (LLC)

Identification Number: [REDACTED]

Date of Organization in Massachusetts:
04-19-2016

Last date certain:

The location or address where the records are maintained (A PO box is not a valid location or address):

Address: 74 MAIN STREET
City or town, State, Zip code, MEDWAY, MA 02053 USA
Country:

The name and address of the Resident Agent:

Name: CROCETTA ANGELO
Address: 1314 MAIN STREET
City or town, State, Zip code, MILLIS, MA 02054 USA
Country:

The name and business address of each Manager:

Title	Individual name	Address
MANAGER	CROCETTA ANGELO	74 MAIN STREET MEDWAY, MA 02053 USA

In addition to the manager(s), the name and business address of the person(s) authorized to execute documents to be filed with the Corporations Division:

Title	Individual name	Address
SOC SIGNATORY	CROCETTA ANGELO	74 MAIN STREET MEDWAY, MA 02053 USA

The name and business address of the person(s) authorized to execute, acknowledge, deliver, and record any recordable instrument purporting to affect an interest in real property:

Title	Individual name	Address
REAL PROPERTY	CROCETTA ANGELO	74 MAIN STREET MEDWAY, MA 02053 USA

2014 DEPRECIATION AND AMORTIZATION REPORT

OTHER DEPRECIATION

Asset No.	Description	Date Acquired	Method	Life	C o n v	Line No.	Unadjusted Cost Or Basis	Bus % Excl	Section 179 Expense	* Reduction in Basis	Basis For Depreciation	Beginning Accumulated Depreciation	Current Sec 179 Expense	Current Year Deduction	Endin Accumu. Depract
10	2014 FIAT	07/01/13	200DE	5.00		HY21	22,811.			11,160.	11,651.			3,728.	3,7
1	COMPUTER	08/01/08	200DE	5.00		HXL7	691.		346.		345.	345.		0.	3
	* OTHER TOTAL -						23,502.		346.	11,160.	11,996.	345.		3,728.	4,0
2	EQUIPMENT	08/01/08	200DE	7.00		HXL7	37,973.		18,987.		18,986.	14,814.		2,781.	17,5
4	WALK IN FREEZER	08/11/10	200DE	7.00		HXL7	13,896.			13,896.				0.	
6	REFRIGERATOR	11/10/11	200DE	7.00		HXL7	2,555.		2,555.					0.	
9	FOOD WARMER	10/27/12	200DE	7.00		HXL7	1,500.		1,500.					0.	
	* OTHER TOTAL -						55,924.		23,042.	13,896.	18,986.	14,814.		2,781.	17,5
3	LEASEHOLD IMPROVEMENT	08/01/08	SL	10.00		16	16,876.							1,688.	10,3
	* OTHER TOTAL -						16,876.				16,876.	8,650.		1,688.	10,3
5	EQUIPMENT(FURNITURE & FIXT.	07/01/09	200DE	7.00		HXL7	19,603.		9,803.		9,800.	7,502.		919.	8,4
7	NEW CHAIRS	12/29/11	200DE	7.00		HXL7	1,554.		1,554.					0.	
8	AWNING	01/18/11	200DE	7.00		HXL7	450.		450.					0.	
	* OTHER TOTAL -						21,607.		11,807.		9,800.	7,502.		919.	8,4
	* GRAND TOTAL OTHER DEPRECIATION						117,909.		35,195.	25,056.	57,658.	31,311.		9,116.	40,42

428111
05-01-14

(D) - Asset disposed

* ITC, Salvage, Bonus, Commercial Revitalization Deduction, GO ZI

AGENDA

ITEM #4

Approval – Contract with George E. Sansoucy for FY18 Utility Property Valuation Services

Associated backup materials attached:

- Contract

Proposed Motion: I move that the Board authorize the Chairman to execute a contract with George E. Sansoucy in the amount of \$6,000 for FY18 utility property valuation services.

**AGREEMENT BETWEEN
TOWN OF MEDWAY AND
GEORGE E. SANSOUCY, P.E., LLC**

THIS AGREEMENT to provide engineering, consulting, and valuation model update services with regard to value as of 1/1/17 for the fiscal year 2018 for ad valorem taxation purposes, the utility properties located in the Town of Medway (hereinafter referred to as the "Project"), is made the ___th day of ___, 2017, by and between GEORGE E. SANSOUCY, P.E., LLC a Limited Liability Company duly organized under the laws of the State of New Hampshire, with a usual place of business at 279 Main Street, Lancaster New Hampshire, (hereinafter referred to as the "CONTRACTOR"), and the Town of Medway, (hereinafter referred to as the "TOWN").

WITNESSETH that the CONTRACTOR and the TOWN, for the consideration hereinafter named, agree as follows:

ARTICLE 1: CONTRACT DOCUMENTS

The Contract Documents consist of the following, and in the event of conflicts or discrepancies among them, they shall be interpreted on the basis of the following priorities:

- 1) This Agreement between TOWN and CONTRACTOR
- 2) Invitation for bids, bid specifications, request for proposals or purchase description
- 3) Copies of all required bonds, certificates of insurance and licenses required under the contract,

EACH OF WHICH IS ATTACHED HERETO. These documents form the entire Agreement between the parties and there are no other agreements between the parties. Any amendment or modification to this Agreement must be in writing and signed by an official with the authority to bind the TOWN.

ARTICLE 2: SCOPE OF WORK

The CONTRACTOR shall furnish all materials, labor and equipment, and perform all work required in order to provide the Town with services as agreed herein. CONTRACTOR shall provide an update of the utility valuation model tables and multipliers for valuation as of 1/1/17. The updated model will be provided on disk to be inserted into the existing model at the town of Medway for utility valuation for fiscal year 2018. The model update will include the gas and electric distribution model and electric transmission model. The electric transmission model will be for New England power; the electric distribution model will be for NSTAR (Eversource) Electric, and the gas distribution model will be fore Columbia Gas. This model does not update land, and land is not part of this contract. The CONTRACTOR will provide an update letter report which will include a breakdown with supporting calculations of the right-of-way values for each utility. The TOWN will provide access to town records, tax maps and information provided by the utilities, and will request that the utilities provide information directly to CONTRACTOR. The CONTRACTOR agrees to do everything required by this Agreement and

the Contract Documents.

ARTICLE 3: TERMS OF AGREEMENT

The work to be performed under this Agreement shall commence upon issuance by the TOWN of a written or verbal Notice to Proceed to the CONTRACTOR. ALL VALUES SHALL BE PROVIDED TO THE TOWN ON OR BEFORE SEPTEMBER 1, 2017. Time is of the essence in this Agreement. If CONTRACTOR has not delivered all work product required under this Agreement on or before 5:00 p.m. on September 1, 2017, the amount due from the TOWN shall be reduced by __\$50.00__ per day commencing September 2, 2017, until the TOWN receives complete performance.

ARTICLE 4: THE CONTRACT SUM

(a) Payments shall be made to the CONTRACTOR for services performed on a lump sum basis in the amount of \$6,000.00, subject to Article 3, Article 5 and the terms of this Agreement.

(b) Subject to Appropriation. The obligations of the TOWN hereunder shall be subject to appropriation on a fiscal year basis. In the absence of appropriation, this agreement shall be terminated immediately without liability of the TOWN for damages, lost profits, penalties, or other charges arising from early termination.

ARTICLE 5: PAYMENT

- (a) The TOWN shall make payment as follows: The CONTRACTOR will submit periodic invoices to the Town for review and approval. Payment will be made within forty-five days after receipt by the TOWN office as stamped in by the appropriate TOWN office, of each invoice for work performed, subject to (b) below.
- (b) With any invoice, the CONTRACTOR shall submit evidence satisfactory to the TOWN that the work has been completed in accordance with this Agreement, and that all payrolls, material bills and other indebtedness connected with the work have been paid. The billings shall include, if applicable, all charges for CONTRACTOR, subcontractors, plans, equipment, models, renderings, travel, reproductions, postage and delivery, and all other expenses. There shall not be any markup for overhead, administration or profit for any of the above listed services.

ARTICLE 6: NON-PERFORMANCE

In the case of any default on the part of the CONTRACTOR with respect to any of the terms of this Agreement, the TOWN shall give written notice thereof, and if said default is not made good within such time as the TOWN shall specify in writing, the TOWN shall notify the

CONTRACTOR in writing that there has been a breach of the Agreement, and thereafter the TOWN shall have the right to secure the completion of the work remaining to be done on such terms and in such manner as the TOWN shall determine, and the CONTRACTOR shall pay the TOWN any money that the TOWN shall pay another CONTRACTOR for the completion of the work, in excess of what the TOWN would have paid the CONTRACTOR for the completion of the work, and the CONTRACTOR shall reimburse the TOWN for all expenses incurred by reason of said breach. In case of such breach, the CONTRACTOR shall be entitled to receive payment only for work satisfactorily completed prior to said breach, less any retainage the TOWN is entitled to. The amount of any balance due the CONTRACTOR shall be determined by the TOWN and certified to the CONTRACTOR.

ARTICLE 7: TERMINATION

- (a) Notwithstanding any other provision of this Agreement, the TOWN reserves the right at any time to suspend or terminate this Agreement in whole or in part for its convenience upon fourteen days written notice to CONTRACTOR. TOWN shall incur no liability by reason of such termination for convenience except for the obligation to pay for work performed and accepted accruing through the date of termination less any offset or claim of TOWN. Such obligation shall not exceed the available appropriation. CONTRACTOR shall have no right to recover other amounts, including but not limited to amounts for lost profits, indirect, incidental or consequential damages.
- (b) If for any reason the TOWN terminates the Agreement due to lack of funding, CONTRACTOR hereby releases the TOWN and every member, agency, and agent thereof from all claims and liability to the CONTRACTOR for everything done, furnished for or relating to the work pursuant to this agreement.
- (c) The CONTRACTOR shall have the right to terminate this Agreement if the TOWN fails to make payment within 45 days after it is due.

ARTICLE 8: NOTICE

All notices required to be given under this Agreement shall be in writing and shall be effective upon receipt by hand delivery or certified mail to:

Town of Medway: Town Administrator
Town of Medway
155 Village Street
Medway MA 02053

Contractor:
George E. Sansoucy, P.E., LLC, owner
George E. Sansoucy, P.E., LLC
279 Main Street, Lancaster NH 03584

ARTICLE 9. INSURANCE

- (a) The CONTRACTOR shall, at its own expense, obtain and maintain motor vehicle liability insurance and general liability and policies protecting the TOWN in connection with any operations included in this Agreement, and shall have the TOWN as an additional insured on the policies.
Automobile liability insurance shall be in the form of comprehensive automobile liability and shall provide limits of **\$1,000,000 each accident**.
General liability coverage shall be in the amount of at least **\$1,000,000 per occurrence and \$2,000,000 aggregate for bodily injury liability and property damage liability**.
- (b) The CONTRACTOR shall carry a **professional malpractice or an errors and omissions policy with limits of at least \$1,000,000 per claim and \$2,000,000 aggregate**.
- (c) The CONTRACTOR shall, before commencing performance of this Agreement, provide by insurance for the payment of compensation and the furnishing of other benefits in accordance with Mass. General Laws chapter 152, as amended, to all employed under the Agreement and shall continue such insurance in full force and effect during the term of the Agreement.
- (d) All insurance coverage shall be in force from the time of the Agreement to the date when all work under the Contract is completed and accepted by the TOWN. **Certificates and any and all renewals substantiating that required insurance coverage is in effect shall be filed with the TOWN and shall list the TOWN as additional insured for General Liability and Automobile liability policies**. Since this insurance is normally written on a year-to-year basis, the CONTRACTOR shall notify the TOWN should coverage become unavailable or if its policy should change. Any cancellation of insurance, whether by the insurers or the insured, shall not be valid unless written notice thereof is given by the party proposing cancellation to the other party and to the TOWN at least fifteen days prior to the intended effective date thereof, which date should be expressed in said notice.
- (e) The CONTRACTOR shall indemnify, defend, and save harmless the TOWN and all of the TOWN'S officers, agents and employees from and against all suits and claims of liability of every name and nature, including costs of defending any action, for or on account of any injuries to persons or damage to property of the TOWN or any person, firm, corporation or association arising out of or resulting from any act, omission, or negligence of the CONTRACTOR, subcontractors and its and their agents or employees in the performance of the work covered by this Agreement and/or failure to comply with terms and conditions of this Agreement. The foregoing provisions shall not be deemed to be released, waived or modified in any respect by reason of any surety or insurance provided by the CONTRACTOR under the Agreement.

ARTICLE 10: [NOT APPLICABLE]

ARTICLE 11: SUBCONTRACTING OF WORK

The CONTRACTOR shall not subcontract any of the work that it is required to perform under this Agreement to any corporation, entity or person without the prior written approval of the TOWN.

ARTICLE 12: PREVAILING WAGES RATE [NOT APPLICABLE]

ARTICLE 13: OWNERSHIP OF DOCUMENTS

Upon completion of the final payment to the CONTRACTOR, the TOWN shall be the owner of all plans, specifications, electronic data and computations created by the CONTRACTOR that relate to this Agreement. The TOWN agrees that the information contained therein was produced specifically for this Agreement and agrees to hold the CONTRACTOR harmless from any liability of the TOWN'S use of these documents in any future project not directly related to the subject matter of this Agreement.

ARTICLE 14: STANDARD OF CARE

The CONTRACTOR'S services shall be performed by qualified personnel. The CONTRACTOR'S project team shall consist of those persons identified in the CONTRACTOR'S proposal. The employment by the CONTRACTOR of subcontractors for any of the services under this agreement shall be subject to the prior written approval of the TOWN. No member of the project team shall be replaced without the consent of the TOWN. The TOWN shall have the right to require the CONTRACTOR to remove any personnel from the project for reasonable cause. The CONTRACTOR shall perform its services in accordance with the highest professional standards of skill, care, and diligence. CONTRACTOR shall not hire or compensate, in any way, a TOWN officer or employee or any member of the family of such officer or employee in the performance of such work under this contract.

ARTICLE 15: [NOT APPLICABLE]

ARTICLE 16: GOVERNING LAW

The CONTRACTOR shall perform the work required under this Agreement in conformity with requirements and standards of the TOWN and all applicable laws of the Commonwealth of Massachusetts, its political subdivisions, and the Federal Government.

This Agreement and performance thereunder are governed by the laws of the Commonwealth of Massachusetts and all other applicable by-laws and administrative rules, regulations and orders.

ARTICLE 17: BINDING AGREEMENT AND ASSIGNMENT OF INTEREST

This Agreement shall be binding upon the TOWN and the CONTRACTOR and the partners, successors, heirs, executors, administrators, assigns and legal representatives of the TOWN and the CONTRACTOR. Neither the TOWN nor the CONTRACTOR shall assign, sublet or transfer any interest in this Agreement without the written consent of each other, and such consent shall not be unreasonably withheld.

ARTICLE 18: LICENSURE AND COMPLIANCE WITH MASSACHUSETTS TAX LAW

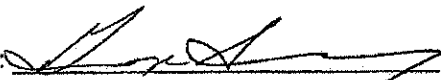
By executing this Agreement, CONTRACTOR agrees and certifies that it is licensed to perform the services required by this Agreement, and that it will secure such licensure for so long as it is bound to perform services under this Agreement. Documentation of such licensure shall be attached to this Agreement as part of Exhibit B. CONTRACTOR shall comply with all applicable laws, ordinances, rules or regulations or codes of the State or Town in performing the work embraced by this Agreement. Pursuant to Mass. General Laws chapter 62C, section 49A, the CONTRACTOR certifies under the penalties of perjury that the CONTRACTOR has complied with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting of child support.

IN WITNESS WHEREOF the parties hereto have executed copies of this Agreement the day and year first above written. *

*If a Corporation, attach to each signed copy of this Agreement an attested copy of the vote of the Corporation authorizing the said signing and sealing.

CONTRACTOR:
GEORGE E. SAN SOUCY, PE, LLC

TOWN OF MEDWAY:
Board of Selectmen

By: 

By: _____

Title: OWNER/MEMBER

Amorlett

Town Accountant

Dated: 1/10/17

Funding Source:

Key Org: 01141002 5300

Approved As To Form

Mark R. Reil

Town Counsel

Chief Procurement Officer

Dated: _____

Account:

Dated: _____

NON-COLLUSION STATEMENT

Certificate of Non-Collusion

The undersigned certifies under penalties of perjury that this bid has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, entity, or group of individuals.

Date: Dec. 21, 2016


Authorized Official's Signature

George E. Sansoucy
Printed Name of Person Signing

Owner/Principal
Title of Person Signing

George E. Sansoucy, P.E., LLC
Company or Corporation

AGENDA

ITEM #5

Deed Acceptance – 115R Holliston Street

Associated backup materials attached:

- Deed

Note: Original deed with signature to be provided at meeting.

Proposed Motion: I move that the Board accept the deed for 115R Holliston Street.

Premises:
115R Holliston Street
Medway, MA

QUITCLAIM DEED

JOHN PETERS, of 371 Central Street, Milford, Massachusetts 01757,

For consideration paid of one dollar, the sufficiency of which is hereby acknowledged, hereby grants to

The **TOWN OF MEDWAY**, a Massachusetts municipal corporation having an address of 155 Village Street, Medway, Massachusetts 02053, for general municipal purposes,

With Quitclaim Covenants,

The following parcel of land in Medway, Massachusetts, bounded and described as follows:

The certain parcel of land located at 115R Holliston Street, Medway, containing 5.91 acres more or less and shown as "Parcel A" on a plan entitled "ANR Plan of Land, 115 Holliston Street, Medway, Massachusetts, Norfolk County", dated November 5, 2013 and revised on November 6, 2013, prepared by R.E. Cameron & Associates, Inc., Land Surveyors, Civil Engineers, 681 Washington Street, Norwood, Massachusetts 02062, recorded with the Norfolk County Registry of Deeds on November 20, 2013 in Plan Book 627, Page 38.

Said premises are a portion of the property described in a deed to John Peters recorded with said Deeds in Book 9458, Page 461.

No deed stamps are due pursuant to G.L. c. 64D, §1.

The undersigned certifies compliance with the provisions of G.L. c. 59, §72A.

The Town's Acceptance of Deed is attached hereto and incorporated herein.

(Signature page follows)

Executed as a sealed instrument as of this _____ day of _____, 2016.

John Peters

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

On this _____ day of _____, 2016, before me, the undersigned Notary Public, personally appeared John Peters, as aforesaid, proved to me through satisfactory evidence of identification, which was _____, to be the person whose name is signed on the preceding document, and acknowledged to me that he signed it voluntarily for its stated purpose.

Notary Public
My Commission Expires:

ACCEPTANCE OF DEED

The Town of Medway, acting by and through its Board of Selectmen pursuant to the authority provided by the vote of the May 9, 2016 Medway Annual Town Meeting under Article 22, a certified copy of which is attached hereto, hereby accepts the foregoing deed to the Town of Medway that land at 115R Holliston Street from John Peters, for general municipal purposes.

TOWN OF MEDWAY,
By its Board of Selectmen

Glenn Trindade, Chair

Maryjane White, Vice Chair

Richard D’Innocenzo, Clerk

Dennis Crowley, Member

John Foresto, Member

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss

On this _____ day of _____, 2016, before me, the undersigned Notary Public, personally appeared Glenn Trindade, Maryjane White, Richard D’Innocenzo, Dennis Crowley and John Foresto, members of the Board of Selectmen of the Town of Medway, who proved to me through satisfactory evidence of identification, which was personal knowledge, to be the persons whose names are signed on the preceding or attached document, and acknowledged to me that they signed it voluntarily for its stated purpose as members of the Board of Selectmen of the Town of Medway.

Notary Public
My Commission Expires:

AGENDA

ITEM #6

Approval – One-Day Liquor License Applications

- a. Allison Bogosian – Thayer Homestead – January 28, 2017
- b. Deborah Smith – Thayer Homestead – March 12, 2017
- c. Jamie Brook – Thayer Homestead – March 18, 2017
- d. Kerry Shea – Thayer Homestead – April 23, 2017
- e. Catherine Perry – Thayer Homestead – May 21, 2017

Associated backup materials attached:

- Applications
- Police Chief's Recommendations

Proposed Motion: I move that the Board approve one day liquor licenses for Allison Bogosian, Deborah Smith, Jamie Brook, Kerry Shea and Catherine Perry for their events to be held at the Thayer Homestead on January 28, March 12, March 18, April 23 and May 21, 2017 subject to Police Chief's recommendations and proof of appropriate insurance coverage.



Town of Medway

BOARD OF SELECTMEN

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

APPLICATION FOR SPECIAL ONE-DAY LIQUOR LICENSE

MGL c.138, §14

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

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

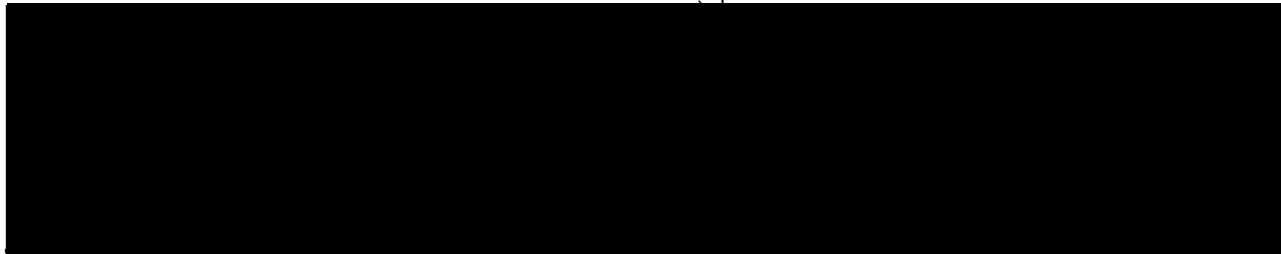
Application must be submitted at least two weeks prior to event.

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

All Alcohol [X] Wine and Malt [] Wine & beer

Event [Baby Shower]

Name of Organization/Applicant [Allison Bogosian]



Non-Profit Organization? []
Attach non-profit certificate of exemption

Event Location [Trayer Homestead]

Event Date [1/28/17]

Event Hours (No later than 1:00 AM; Last call 12:30 AM) [8-4 (11:45 12-4)]

Is event open to the general public? Y [] N [X]

Estimated attendance [25]

Will there be an age restriction? Y [] N [X]

Minimum age allowed:

How, where and by whom will ID's be checked? Checked by study sponsor

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 none

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 12/9/16

Applicant's Signature [Signature]

Applicant's Name Allison Bergeron

A _____
P _____

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

Police Department _____ Date
315 Village St

Fire Department _____ Date
44 Milford St

Board of Health _____ Date
Town Hall, 2nd Fl

Building Department _____ Date
Town Hall, 1st Fl



Medway Police Department

315 Village Street
Medway, MA 02053

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

Allen M. Tingley
Chief of Police

December 29, 2016

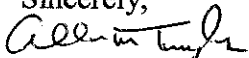
To: Michael Boynton
Town Administrator

From: Allen M. Tingley
Chief of Police

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

I have reviewed the request from Allison Bogosian for a one day Alcohol license for a baby shower, to be held at the Thayer House, 2B Oak Street, on January 28, 2017. I approve of the issuance of this one day alcohol license with the stipulation that the alcohol will be purchased from a licensed alcohol wholesale distributor, as indicated on the license application and the Town of Medway's Alcohol Policy and that a responsible adult with some knowledge of Mass Liquor Laws will be checking ID's of individuals being served alcohol at the baby shower. There will be no on-street parking on Mechanic Street and Oak Street.

Sincerely,


Allen M. Tingley
Chief of Police



Town of Medway

BOARD OF SELECTMEN

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

APPLICATION FOR SPECIAL ONE-DAY LIQUOR LICENSE

MGL c.138, §14

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

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

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

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

All Alcohol Wine and Malt

Event Bridal Shower (Sangria + Mimosas)

Name of Organization/Applicant Debra Smith

Non-Profit Organization Y N

Attach non-profit certificate of exemption

Event Location Thayer Homestead

Event Date Mar 12, 2017

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

Is event open to the general public? Y N

Estimated attendance 80

Will there be an age restriction? Y N

Minimum age allowed:

How, where and by whom will ID's be checked? Know the guests +
their ages

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 X

Experience other than - must be a

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

Date of Application 1/4/17

Applicant's Signature Debra Smith

Applicant's Name Debra Smith



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

Police Department _____
315 Village St _____ Date

Fire Department _____
44 Milford St _____ Date

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

Building Department _____
Town Hall, 1st Fl _____ Date



Medway Police Department

315 Village Street
Medway, MA 02053

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

Allen M. Tingley
Chief of Police

January 10, 2017

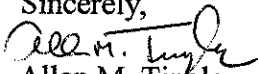
To: Michael Boynton
Town Administrator

From: Allen M. Tingley
Chief of Police

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

I have reviewed the request from Debra Smith for a one day liquor license for a bridal shower, to be held at the Thayer House, March 12, 2017. I approve of the issuance of this one day alcohol license with the stipulation that the alcoholic beverages 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. A responsible adult, with some knowledge of Mass alcohol laws will be checking ID's of individuals served alcohol at this event.

Sincerely,


Allen M. Tingley
Chief of Police

Board of Selectmen

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



**TOWN OF MEDWAY
COMMONWEALTH OF MASSACHUSETTS**

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.

There is no fee for this license.

All Alcohol _____ Wine and Malt X

Event Birthday Event Date 3-18-17

Name of Organization/Applicant Thayer Homestead

Address 28 oak st Medway MA 02053

Phone # _____ Email _____

Non-Profit Organization Y X N _____ (Attach non-profit certificate of exemption)

Event Location Thayer Homestead

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

Is event open to the general public? Y _____ N X Estimated attendance 40

Will there be an age restriction? Y _____ N X Minimum age allowed: _____

How, where and by whom will ID's be checked? All adults and a few babies under 2 - just really want mimosas for the mams.

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

Alcohol server(s) (Attach Proof of Alcohol Server Training) NO

Provisions for Security or Detail Officer NO

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

Experience waitress in Past

The following may be required:

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

Applicant's Signature Jamie Brooke Date of Application 12-21-17

Applicant's Name (Please Print) Jamie Brooke

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

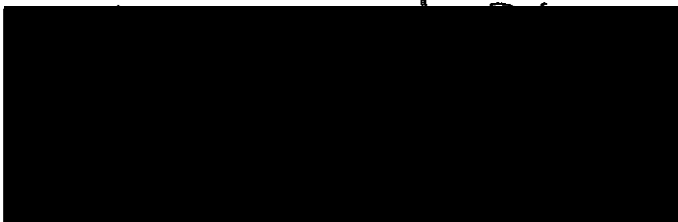
Police Department _____
315 Village St _____ Date _____

Fire Department _____
44 Milford St _____ Date _____

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

Building Department _____
Town Hall, 1st Fl _____ Date _____

Jamie Brooke





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

December 28, 2016

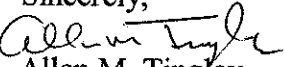
To: Michael Boynton
Town Administrator

From: Allen M. Tingley
Chief of Police

Re: One day liquor license- Thayer Property- Birthday Party

I have reviewed the request from Jamie Brooke for a one day wine and malt license for a birthday party, to be held at the Thayer House, 2B Oak Street, on March 18, 2017. I approve of the issuance of this one day wine and malt license with the stipulation that the alcoholic beverages are 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 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: \$0

All Alcohol

Wine and Malt

Event

WEDDING SHOWER

Name of Organization/Applicant

KERRY SHEA

Non-Profit Organization

Y

N

Attach non-profit certificate of exemption

Event Location

THAYER HALL

Event Date

4/23/17

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

12 noon - 4p

Is event open to the general public? Y

N

Estimated attendance

50

Will there be an age restriction? Y

N

Minimum age allowed:

How, where and by whom will ID's be checked? family event - Kerry Shea / event applicant

Is there a charge for the beverages? Y N

Price structure:

Alcohol server(s)

Attach Proof of Alcohol Server Training

over 21 in age

Provisions for Security, Detail Officer N/A

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

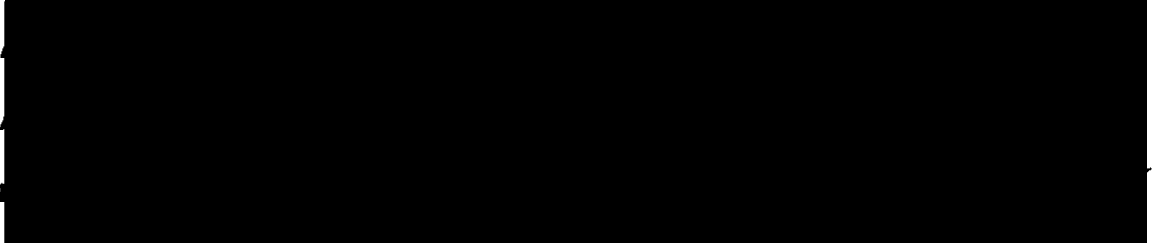
Experience _____

The following may be required:

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

Date of Application 9/22/16

Applicant's Signature Kerry C. Shea



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

Police Department _____
315 Village St _____ Date

Fire Department _____
44 Milford St _____ Date

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

Building Department _____
Town Hall, 1st Fl _____ Date



Medway Police Department

315 Village Street
Medway, MA 02053

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

Allen M. Tingley
Chief of Police

October 5, 2016

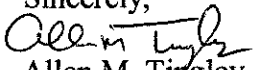
To: Michael Boynton
Town Administrator

From: Allen M. Tingley
Chief of Police

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

I have reviewed the request from Kerry Shea for a one day liquor license for a wedding shower, to be held at the Thayer House, 2B Oak Street, on April 23, 2017. I approve of the issuance of this one day liquor license with the stipulation that the wine/alcohol will be purchased from a licensed alcohol wholesale distributor, as indicated on the license application and the Town of Medway's Alcohol Policy. There will be no on-street parking on Mechanic Street and Oak Street and that a responsible adult with some knowledge of Mass liquor laws will be checking ID's of individuals being served alcohol at the party.

Sincerely,


Allen M. Tingley
Chief of Police



Town of Medway

BOARD OF SELECTMEN

155 Village Street, Medway MA 02053
Ph. (508) 583-3264 Fax: (508) 321-4899

4988

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.

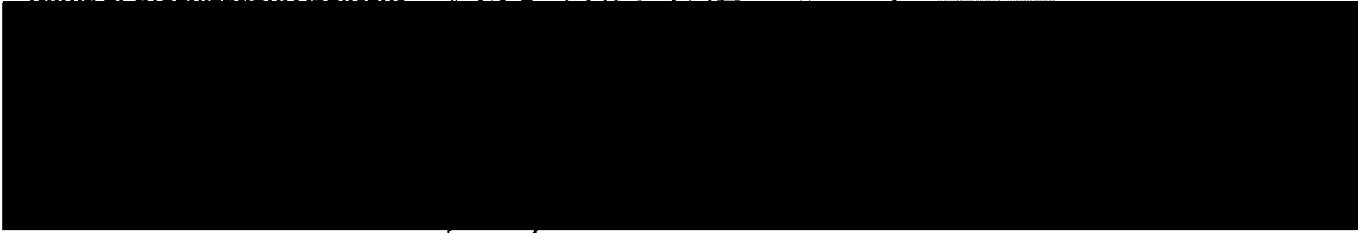
Application must be submitted at least two weeks prior to event.

Fee: \$0

All Alcohol Wine and Malt

Event Bridal Shower

Name of Organization/Applicant Catherine Perry



Non-Profit Organization Y N

Attach non-profit certificate of exemption

Event Location Thayer Homestead

Event Date 5-21-17 (May 21, 2017)

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

Is event open to the general public? Y N

Estimated attendance < 90

Will there be an age restriction? Y N

Minimum age allowed:

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

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 12/20/16

Applicant's Signature C Perry

Applicant's Name Catherine Perry



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

Police Department _____ Date _____
315 Village St

Fire Department _____ Date _____
44 Milford St

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

Building Department _____ Date _____
Town Hall, 1st Fl



Medway Police Department

315 Village Street
Medway, MA 02053

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

Allen M. Tingley
Chief of Police

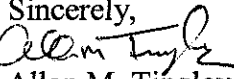
January 6, 2017

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 Catherine Perry for a one day liquor license for a bridal shower, to be held at the Thayer House, May 21, 2017. I approve of the issuance of this one day alcohol license with the stipulation that the alcoholic beverages 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. A responsible adult, with some knowledge of Mass alcohol laws will be checking ID's of individuals served alcohol at this event.

Sincerely,

Allen M. Tingley
Chief of Police

AGENDA

ITEM #7

Action Items from Previous Meeting

Associated backup materials attached:

- Action item 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	2/3/2014	Cable license renewals ; Mtg of Cable Advisory Com; Ascertainment Process	TA/CAC	Ongoing
4	7/28/2014	DPS Facility Building Project	DPS/TA/Committee	On hold
5	4/4/2016	Recreational Facility Improvements	BOS	Ongoing
6	10/17/2016	Benches at memorial park across from Police Station	TA/DPS	
7	12/5/2016	Urban Renewal Plan submission to State	Redevel. Authority	

AGENDA

ITEM #8

Approval of Warrants

Warrants to be provided at meeting

AGENDA

ITEM #9

Approval of Minutes

Associated backup materials attached:

- June 6, 2016 Draft Minutes
- August 1, 2016 Draft Minutes
- November 7, 2016 Draft Minutes

Board of Selectmen’s Meeting
June 6, 2016 --7:00 PM
Sanford Hall, Town Hall
155 Village Street

Present: John Foresto, Chair; Maryjane White, Vice Chair; Dennis Crowley, Member; Glenn Trindade, Member.

Absent: Richard D’Innocenzo, Clerk.

Staff Present: Michael Boynton, Town Administrator; Allison Potter, Assistant Town Administrator; David D’Amico, Deputy Director, Department of Public Services; Doug Havens, Community Housing Coordinator; Mary Becotte, Communications Director.

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

Public Comments: Mr. Hugh McGrail spoke briefly about his time as a Parks Commissioner during which time there was an active swimming program on Choate Pond. He indicated he has spoken with several Selectmen about revitalizing the program, acknowledging that a main concern is the quality of the water. Toward this end, he suggested installing a filter on the end of the pond where the water comes in, circulate the water and discharge it on the other side. In time, this would make the water fairly good for swimming. He submitted a rudimentary diagram to the Board.

Selectman Trindade noted that biofilters were tried a few years ago which proved ineffective due to the high level of fecal content from a local farm. Now that the farm is no longer operating, the results may be different. He suggested doing some additional research to see if a filtering system could be employed. Brief discussion followed.

Mr. Tracy Stewart reported she just met with the Town Meeting Moderator regarding Article 1 for the June 9 Special Town Meeting. At this time she read a proposed motion that had been crafted. A copy of the motion was not provided to the Board. She pointed out that the motion included language regarding the impact on field maintenance.

Town Administrator Boynton reminded everyone that on May 18 there was a robust discussion with the Finance Committee with the resulting dialogue at the end of that meeting representing a “meet in the middle” position on Article 2, the playground project article. A composite motion suggested on May 25th has not gone anywhere. Ms. Stewart responded that “we have to hold true to the petitioners who put Article 1 forward”. Selectman Crowley stated that he wanted a little clarification. Should the Town get involved in a Citizens’ Petition? It should not be up to the Town to write anything different or revise the wording of the Citizens’ Petition. Discussion followed. Mr. Boynton noted that he is still getting caught up on things after being away. Ms. Stewart noted that there is little point in amending Article 2 if Article 1 does not move forward.

Selectman Crowley asked how a Citizens’ Petition can be changed once people have signed off on it. Mr. Boynton responded that the scope of the article has to remain the same, i.e., a three-year moratorium cannot become a six-year moratorium. The wording on the Warrant cannot be changed. Anyone can put

1 forth a main motion: the petitioners, the Finance Committee or anyone else can do so. That motion will
2 be voted either up or down or it will be amended.

3
4 Mr. Liam McDermott stated that what we expect to happen is that there will be no positive motion, and
5 that any motion will have to come from the floor. We came here to be on the record of what our
6 intention was for the main motion if it did not come from the Town.

7
8 Ms. Susan Dietrich stated that she wanted to include in the record some information that was forwarded to
9 the Board of Selectmen and the Finance Committee from attorney Nicholas Rosenberg. Mr. Boynton
10 questioned Mr. Rosenberg's credentials, noting that Mr. Rosenberg claims to have experience in
11 municipal law, yet he [Boynton] had never heard of him. Ms. Stewart noted that the Conservation Law
12 Foundation referred them to Mr. Rosenberg. Ms. Dietrich added that we reached out to the CLF for some
13 guidance, and they in turn reached out to him. Ms. Dietrich shared some highlights of Attorney
14 Rosenberg's letter. [The full text of the letter can be obtained upon request to the Town Administrator's
15 Office.]

16
17 Mr. Boynton reiterated questions voiced numerous times during discussions. Why now? What is the
18 urgency? Why not wait for a regular Town Meeting? It was my understanding that the urgency was
19 based on the fact that the petitioners wanted to stall the big playground project. There is no intention of
20 the town to do anything with crumb rubber or with fields at all. He then turned his attention to the
21 Rosenberg letter. Phrases like "on notice of health concerns" and "further exposes the Town to liability"
22 are not a justification of the moratorium, but instead a justification to shut the existing fields down.

23
24 Selectman Foresto expressed the concern that he feels like the Town is being set up for a class action suit.
25 Mr. Boynton labeled the letter as a "game changer" because of the way it is written. Selectman Trindade
26 stated he understands the intent of the article but the petitioners believe there is already something wrong.
27 "If it is indeed prudent to wait until the study is done, why would you let your kids continue to play on the
28 existing fields while that study is in progress?"

29
30 Ms. Dietrich concluded her remarks by asking that the Board either consider an affirmative vote or take
31 no position.

32
33 **Reorganization of the Board – Chair, Vice-Chair, Clerk:**

34 Due to Selectmen D'Innocenzo's absence, it was decided to postpone reorganization of the Board until
35 the next meeting so that the entire Board can be present.

36
37 **Annual Committee Appointments** (List to follow agenda)

38 *The Board reviewed the following information: (1) List of FY17 Openings; and (2) Letters of interest in*
39 *reappointment.*

40
41 Selectman Crowley asked about the procedure, whether each appointment would be separate or if they
42 would be voted as a group. It was suggested to do them as a group but exclude the ones labeled as
43 "pending".

44
45 Selectman Crowley expressed concern that his name was missing from the list on reappointments for the
46 Route 109 Design Committee. Selectman Trindade suggested holding the reappointments for this group
47 until the next meeting.

48
49 **Selectman Trindade moved that the Board reappoint the incumbent board and committee**
50 **members as listed on the summary sheet for the customary terms associated with their respective**
51 **boards and committees with the exclusion of those applications labeled as "pending" and the Route**

1 **109 Design Committee and that Leonard Mitchell be appointed to the CIPC; Selectman White**
2 **seconded. No discussion. VOTE: 4-0-0.**

3
4 **Approval – Rate Increase & Reappointment of Kopelman & Paige, P.C. as Town Counsel**

5 *The Board reviewed the following information: (1) Correspondence from Barbara Saint Andre,*
6 *Kopelman & Paige, P.C.; and (2) Kopelman & Paige price proposal, dated December 17, 2015, voted at*
7 *the Board of Selectmen December 21, 2015 meeting.*

8
9 Mr. Boynton recommended that the Board reappoint counsel for the coming year.

10
11 **Selectman Trindade moved that the Board reappoint Kopelman & Paige, P.C. as Town Counsel for**
12 **a one-year term and approve the hourly rate increase from \$185 per hour to \$195 per hour;**
13 **Selectman White seconded. Brief discussion followed on legal expenses and annual retainer. Mr.**
14 **Boynton confirmed that the Town is not presently engaged in any litigation. VOTE: 4-0-0.**

15
16 **Grant Expenditure Authorization – Department of Housing & Community Development - \$200,000:**

17 *The Board reviewed the following information: (1) Memorandum dated June 1, 2016 from Doug Havens,*
18 *Community Housing Coordinator; (2) Notice of Grant Award; and (3) Contract.*

19
20 Present: Doug Havens, Community Housing Coordinator.

21
22 Mr. Boynton stated that the grant funds are earmarked for the subsidized housing inventory and could be
23 used for unit on Kingston Lane, priced at \$175,000.

24
25 **Selectman Trindade moved that the Board approve the Town Administrator’s execution of the**
26 **Department of Housing & Community Development grant agreement in the amount of \$200,000 to**
27 **be used for subsidized housing inventory preservation; Selectman White seconded. Selectman**
28 **White asked how the money could be used. Mr. Havens responded that it can be used for the**
29 **purchase or repair of affordable housing units. The grant will come to the Town of Medway.**
30 **VOTE: 4-0-0**

31
32 **Selectman Trindade moved that the Board authorize the expenditure of the DHCD grant funds in**
33 **the amount of \$200,000, as requested; Selectman White seconded. Selectman Crowley asked for**
34 **clarification on the motion. Mr. Boynton clarified that this motion moves the money into the**
35 **Affordable Housing Trust account. VOTE: 4-0-0.**

36
37 **Selectman Trindade moved that the Board authorize the Affordable Housing Trust to allow funds**
38 **from resale of units funded by this grant to remain in the Trust and to be earmarked for future**
39 **similar use as specified in the contract; Selectman White seconded. It was noted that this motion**
40 **allows the Affordable Housing Trust to utilize the funds for this specific use. VOTE: 4-0-0.**

41
42 **Approval – Change Order with CC Construction - \$30,151.11:**

43 *The Board reviewed the following information: (1) Change Order #1 cover sheet; and (2) Itemization of*
44 *Change Order #1 cost items.*

45
46 Present: David D’Amico, Deputy Director, Department of Public Services.

47
48 Mr. D’Amico reported that all the work has been completed. \$12,000 of this change order was approved
49 up front. Mr. Boynton noted that, as the work was getting wrapped up, there were some additional
50 precautions that had to take place with wall construction. This accomplishes what we needed to do in the
51 Brentwood area.

1
2 Selectman Crowley asked how much money would be left in the contract and asked to see a breakdown.
3 Mr. D’Amico responded that there is a revised version of the information included in the meeting
4 materials. Brief discussion followed on difference between engineer’s estimate and negotiated amount.
5 The matter will be placed on the Board’s agenda for Thursday, June 9.

6
7 **Approval – 2 Year Contract with Truax Corporation for Basin Cleaning - \$85,000:**

8 The Board reviewed the following information: (1) Memorandum from Tom Holder, Director,
9 Department of Public Services; and (2) Contract.

10
11 Present: David D’Amico, Deputy Director, Department of Public Services.

12
13 Mr. Boynton reported that the “debris” cleaned out of catch basins is now considered hazardous material
14 and this contractor will take it away when the cleaning is complete.

15
16 **Selectman Trindade moved that the Board authorize the Chairman to execute a two-year contract
17 with Truax Corporation for catch basin cleaning in an amount not to exceed \$85,000, subject to
18 funding in year two; Selectman White seconded. No discussion. VOTE: 4-0-0.**

19
20 **Vote Recommendations – June 9, 2016 Special Town Meeting Warrant Articles:**

21 *The Board reviewed the June 9, 2016 Special Town Meeting Warrant.*

22
23 Chairman Foresto stated that he would prefer to hold off on recommendations until the Board hears from
24 Ms. Saint Andre. Mr. Boynton reported that Ms. Saint Andre will be at the Finance Committee meeting
25 on Wednesday. Article 1 will remain TBD for the time being. Article 2 is about providing handicap
26 accessible surfaces in the playgrounds and the motion needs to reflect that.

27
28 Selectman Crowley pointed out that there is no plan to go into all the parks and changing out all the
29 playground equipment. Article 2 is limited to Choate Park and Oakland Park. None of the playgrounds
30 at the schools will be considered. People are thinking that all the playgrounds are going to be impacted.

31
32 It was agreed to withhold recommendations until discussion with Town Counsel.

33
34 **Approval – One-Day Liquor License Requests**

35 *The Board reviewed applications and Police Chief recommendations for the following Thayer Homestead*
36 *events: (1) Suzanne Grant – June 8, 2016; (2) Bianca Fantoni – June 10, 2016; (3) Megan Wilkie –*
37 *June 11, 2016; (4) Patricia McDonald – June 11, 2016; (5) Liana Regan Kaplan – June 23, 2016; and*
38 *(6) Ilonkis Lum – June 26, 2016.*

39
40 **Selectman Trindade moved that the Board approve one-day liquor licenses for Suzanne Grant,**
41 **Bianca Fantoni, Megan Wilkie, Patricia McDonald, Laina Kaplan and Ilonkis Lum on the dates**
42 **requested for their events at the Thayer Homestead subject to Police Chief’s recommendations and**
43 **evidence of appropriate insurance coverage; Selectman White seconded. No discussion. VOTE:**
44 **4-0-0.**

45
46 At 8:13 PM Selectman Trindade exited the meeting room.

47
48 **Approval – Monster Mash 5K – October 29, 2016**

49 *The Board reviewed the following information: (1) Email request dated May 16, 2016; and (2) Police*
50 *Chief’s recommendations.*

1 **Selectman White moved that the Board approve a special event permit for the Monster Mash 5K**
2 **road race to be held on October 29, 2016 subject to fulfillment of Police Chief's recommendations;**
3 **Selectman Crowley seconded. No discussion. VOTE: 3-0-0.**

4
5 **Action Items from Previous Meeting**

6 Action Items will be reviewed at a future meeting.

7
8 At 8:16 PM Selectman Trindade re-entered the meeting room.

9
10 **Approval of Warrants**

11 *The Board reviewed Warrants 16-50 and 16-50S.*

12
13 In the absence of the Clerk, Chairman Foresto read aloud Warrants 16-50 and 16-50S presented for
14 approval:

15
16 16-50S School Expense \$ 415,427.04
17 16-50 Town Expense \$ 599,669.34
18 TOTAL \$1,015,096.38

19
20 **Selectman Trindade moved that the Board approve the Warrants as read; Selectman White**
21 **seconded. No discussion. VOTE: 5-0-0.**

22
23 **Approval of Minutes**

24 *The Board reviewed draft minutes from March 26, 2016; May 2, 2016; and June 2, 2016.*

25
26 **Selectman Trindade moved that the Board approve minutes from March 26, 2016, as presented;**
27 **Selectmen White seconded. No discussion. VOTE: 4-0-0.**

28
29 **Selectman Trindade moved that the Board approve minutes from May 2, 2016, as presented;**
30 **Selectman White seconded. No discussion. VOTE: 4-0-0.**

31
32 **Selectman Trindade moved that the Board approve minutes from June 1, 2016, as presented;**
33 **Selectman White seconded. No discussion. VOTE: 4-0-0.**

34
35 **Town Administrator's Report:**

36 Mr. Boynton thanked the screening panel for their participation in the interviews for the new Council on
37 Aging Director, Courtney Riley, adding that the position is now full-time. Fran Hutton-Lee will be the
38 new GIS Coordinator. She has been doing GIS since the Town first started using it so this is a natural
39 transition. Mackenzie Leahy will be the new Administrative Assistant for Community Development &
40 Planning.

41
42 Other topics covered include the FY2016 year-end process, Fire Department Reserve Fund Transfer, RFP
43 for the Coakley Building, and an update on net metering. After 4 months there is \$43,830 in credits from
44 net metering. This amount will come to the Town as revenue and fall to free cash.

45
46 Mr. Boynton reported that the Chair of the Charles River Pollution Control District has asked that the
47 same individual be reappointed for the coming year.

48
49 The retirement celebration for Missy Dziczek will be on June 23 at the senior Center.

1 **Selectmen's Reports**

2 Selectman Crowley expressed concern for an increase in the number of power outages recently as they are
3 affecting restaurants and loss of product. The same transformer keeps blowing out, and one outage lasted
4 two days.

5
6 Selectman Crowley also announced that, while there is a lot of good information on the Friends of
7 Medway Page on Facebook, there is also a lot of misinformation. For example, there is a posting about
8 construction beginning on an auto parts store in a local plaza, a project that would require an appearance
9 before the Planning Board, and also no truth in the elimination of parking spaces due to alleged
10 development. Mr. Boynton reminded everyone that the Town cannot get onto the website to correct any
11 misinformation. He encouraged residents to contact his office if they have questions, want to know
12 about a project, have complaints or comments, or just want to share ideas.

13
14 Selectman Trindade echoed these sentiments and urged people to contact the Town to learn the facts. In
15 the case of the local plaza and alleged construction, the property owner did authorize some test borings,
16 but any changes to his property have to come before the Planning Board and must adhere to bylaws.

17
18 Selectmen Trindade congratulated the boys' baseball team on their recent game, noting it was a big win
19 with lots of spectators.

20
21 Chairman Foresto stated they are trying to get volunteers for Medway Day. Interested parties should
22 meet at the Thayer House on Wednesdays for planning meetings. The committee is looking for another
23 organization to run the food stand. Ms. Becotte offered to include information in the next newsletter and
24 on social media.

25
26 **At 8:39 PM Selectman Trindade moved to adjourn; Selectman White seconded. No discussion.**
27 **VOTE: 5-0-0.**

28
29
30 Respectfully submitted,
31 Jeanette Galliardt
32 Night Board Secretary

1 **Board of Selectmen's Meeting**
2 **August 1, 2016 – 7:00 PM**
3 **Sanford Hall, Town Hall**
4 **155 Village Street**
5
6
7

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

10
11 Absent:

12
13 Staff Present: Michael Boynton, Town Administrator; Allison Potter, Assistant Town Administrator;
14 Mary Becotte, Communications Director; Allen Tingley, Police Chief; Courtney Riley, Director, Council
15 on Aging; Carol Pratt, Finance Director.

16
17 Others Present: Mark Cerel, Chair, Community Preservation Committee.
18

19 *****
20

21 At 7:00 PM Chairman Trindade called the meeting to order and led the Pledge of Allegiance.
22

23 **Public Comments:** None.
24

25 **Appointment – Representative to GATRA, Courtney Riley:**

26 *There were no background materials.*
27

28 Present: Courtney Riley, Director, Council on Aging.
29

30 This being her first meeting with the Board of Selectmen, Ms. Riley briefly reviewed her background and
31 education, noting her most recent experience was in Walpole.
32

33 **Selectman Foresto moved that the Board appoint Courtney Riley as the representative to the**
34 **GATRA Advisory Board on behalf of the Town of Medway; Selectman D’Innocenzo seconded. No**
35 **discussion. VOTE: 5-0-0.**
36

37 **Approval – Contract with Greater Attleboro-Taunton Regional Transit Authority (GATRA):**

38 *The Board reviewed a Contract.*
39

40 Mr. Boynton reported that Town Counsel has reviewed the contract. It should be ready for signature and
41 execution. Chairman Glenn stated that the name of the former Council on Aging Director is still in there
42 as the responsible person. Mr. Boynton responded that it will be corrected.
43

44 Selectman Crowley expressed surprise that the figures were positive and not a deficit. Ms. Carol Pratt ,
45 Finance Director, responded that users of the service (riders) are donating more funds into the collection
46 box so the overall numbers are much better than in years past.
47

48 **Selectman Foresto moved that the Board authorize the Chairman to execute a contract with**
49 **GATRA for transit services; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**
50

51 **Approval – Police Mutual Aid Agreement, Town of Holliston:**

1 *The Board reviewed the Agreement.*

2
3 Present: Allen Tingley, Police Chief.

4
5 Chief Tingley stated that this agreement is very similar to an agreement approved recently with the Town
6 of Franklin. It gives us the ability to enter Holliston on an as-needed basis when requested. Chairman
7 Trindade clarified that, unless this type of agreement is in place, Medway officers have to stop at the town
8 line when in pursuit. Mr. Boynton added that Medway is also part of the MetroWest Consortium.
9 Chief Tingley reported that Town Counsel has reviewed the document and it is ready to move forward.
10 He clarified that, because Holliston is not in Norfolk County, it is not included in the Consortium.

11
12 **Selectman D’Innocenzo moved that the Board authorize the Chairman to execute an inter-**
13 **municipal agreement with the Town of Holliston for Police mutual aid; Selectman White seconded.**
14 **No discussion. VOTE: 5-0-0.**

15
16 **Update – Community Preservation Committee Matters:**

17 *There were no background materials.*

18
19 Present: Mark Cerel, Chair, Community Preservation Committee.

20
21 Mr. Cerel stated that he asked for this meeting because the Community Preservation Committee (CPC)
22 usually meets on the same night as the Selectmen and there is little opportunity to communicate. He
23 emphasized that he is here as an individual, not necessarily to represent the committee on any particular
24 initiative, but to provide information.

25
26 Mr. Cerel identified the CPC main mission is to protect historic resources, open space/recreation, and
27 community resources. Looking at projects that are pending, we have the recreation improvements project
28 that is moving into Phase 1 post-Annual Town Meeting, as well as the amphitheater project and ongoing
29 efforts to create a trail system. Of particular concern is the Briggs property and the belief that we should
30 acquire it.

31
32 Referring to the amphitheater, Mr. Cerel reported that CPC has authorized some modest amounts to fund
33 preliminary plans. Ms. Tina Wright is the Open Space Committee representative to CPC. For various
34 reasons, we have not taken it up in any detail.

35
36 Mr. Cerel reported that the proposed trail system needs to be ADA compliant. Brief discussion followed.
37 Preliminary plans were generally to delineate boundaries and not necessarily project design. Selectman
38 Crowley asked if any plans included access points. Mr. Cerel responded that he had concerns with
39 access from the beginning because making it ADA compliant could be expensive, especially for the entire
40 trail. Chairman Trindade asked if the number of parking spaces could be increased.

41
42 Mr. Cerel noted that the committee tries to meet regularly and keep track of proposed projects. Some
43 things have been under discussion for some time. Historically, some projects can be problematic,
44 especially when it requires the acquisition of structures. The Town needs to be cautious about being a
45 property owner as it can become a legal hassle. The Thayer Homestead project has worked out well.
46 Another potential project might be a property that formerly contained cubbyholes in which slaves could
47 hide. Such a property would be ideal for something like the Historical Society, for example. The Town
48 needs to be aware of properties that may become available and be prepared for such an occurrence.

49
50 The committee feels a high level of frustration that we have nothing concrete happening for affordable
51 housing. The American Legion building used to be a school and is one of the last remaining wooden

1 school structures. Mr. Cerel stated that he believes it should be preserved, and then developed for
2 affordable housing units, if possible. Discussion followed on income eligibility, ownership vs. rentals,
3 who would serve as rental agent to collect rents, and possibly doing the renovation in-house instead of
4 using a developer.

5
6 Selectman Crowley asked if there was any mechanism other than a Chapter 40B project to provide
7 affordable housing. He cited an example of an income-eligible Medway family needing a new roof and
8 whether CPC funds could be used to assist with that. Mr. Cerel responded that such a program could be
9 created but an affordable housing restriction would have to be attached to the property, one that would
10 last for ten or twenty years. Otherwise, the Anti-Aid law would be violated. Mr. Crowley asked if any
11 program could be restricted to Medway residents.

12
13 General discussion followed on use of CPC funds for affordable housing needs. Selectman Crowley
14 expressed concern that funds are available and not being allocated. Mr. Cerel noted that the Affordable
15 Housing Trust has been to committee meetings numerous times. It is often one or two units at a time, but
16 it is slow and steady progress. He cautioned that, once the CPC transfers money to the Affordable
17 Housing Trust, the CPC no longer has any say in how those funds are actually used.

18
19 In conclusion, Mr. Cerel stated that any property acquired with CPA funds is to have a restriction, and the
20 last 5 or 6 properties have no restrictions attached. He listed the properties. A Conservation Restriction
21 could be an Agricultural Restriction, especially for those properties that are mostly wetland at this time.
22 Those restrictions could move forward to Town Meeting. However, the Town or any agent of the Town
23 cannot be the holder of any restriction. A separate entity would have to be created. There are also costs
24 involved. Selectman Crowley asked Mr. Cerel to have the CPC prepare a list of recommendations on
25 restrictions suggested. Not having the restrictions in place could affect eligibility for grants. Discussion
26 followed.

27
28 The Board thanked Mr. Cerel for coming in.

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

31 *The Board reviewed applications and Police Chief recommendations for the following events: (1) Noreen*
32 *Sheridan – Thayer Homestead – August 14, 2016; (2) Randall Benoit – Thayer Homestead – August 20, 2016;*
33 *(3) Medway Community Farm – August 20, 2016; (4) Suzanne Glover – Thayer Homestead – Sept. 9, 2016;*
34 *and (5) Jayne Hosney – Thayer Homestead – September 25, 2016.*

35
36 **Selectman Foresto moved that the Board authorize one-day liquor licenses for Noreen Sheridan,**
37 **Randall Benoit, Medway Community Farm, Suzanne Glover and Jayne Hosney for their events at**
38 **the Thayer Homestead and Medway Community Farm on August 14, August 20, September 9 and**
39 **September 25, 2016 respectively, subject to the Police Chief’s recommendations and proof of**
40 **appropriate insurance coverage; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

41
42 **Action Items from Previous Meeting:**

43 *The Board reviewed the Action Items List.*

44
45 Mr. Boynton reported that the Route 109 Project is under way. Workers started doing the drainage work
46 as well as installing a new gas pipe in the Winthrop Street area where the road will be lowered by 18
47 inches. The Highway Superintendent will be retiring in the fall, but has agreed to stay on as a consultant
48 to this project. Trees are coming down, but 106 new trees will be planted once the construction is
49 complete. Selectman Crowley asked that some information be corrected for residents, specifically that
50 Route 109 will not be reduced to a single lane before 9 AM, even though work will be going on. There
51 was a misapprehension that no work would occur before 9 AM which was never indicated nor announced.

1
2 Mr. Boynton will be meeting next week with Mr. Holder, Department of Public Services, for an update.

3
4 Recreational Improvements – EPFRAC will be meeting on August 16 at 7 PM. The committee still
5 needs to hear back from the Historical Commission, but all other groups have identified their participants.
6 Mr. Boynton stated that the first part of the meeting will be with Gale Associates to finalize some items
7 relative to the high school fields. Selectman D’Innocenzo is the Board’s representative to the committee.
8 Selectman Crowley asked him to emphasize to the committee that the Selectmen would like the plans and
9 specs identified and the project out to bid so that all materials can be ready for Annual Town Meeting in
10 the spring. Otherwise, it gets pushed out until November. The Assistant Town Administrator and the
11 Director of the Department of Public Services will serve as staff participants on the committee.

12
13 MS4 Permit Requirements will be discussed more fully in ES. The Task Force Meeting, joint with the
14 Board of Selectmen, will take place on August 15.

15
16 **Approval of Warrants:**

17 *The Board reviewed Warrant 17-6.*

18
19 Selectman D’Innocenzo, Clerk, read aloud Warrant 17-6, dated 8/4/2016, as follows:

20
21 17-6 Town Expense \$1,771,836.65
22 TOTAL \$1,771,836.65

23
24 **Selectman Foresto moved that the Board approve the Warrant as read; Selectman White seconded.**
25 **No discussion. VOTE: 5-0-0.**

26
27 **Approval of Minutes:**

28 *The Board reviewed draft minutes from April 4, 2016 and May 16, 2016.*

29
30 **Selectman Foresto moved that the Board approve the amended minutes of April 4, 2016, as**
31 **presented; Selectman White seconded. No discussion. VOTE: 5-0-0.**

32
33 **Selectman Foresto moved that the Board approve the minutes of May 16, 2016, as presented;**
34 **Selectman White seconded. No discussion. VOTE: 4-0-1 – Crowley abstained as he was absent.**

35
36 **Town Administrator’s Report:**

37 At this time, Mr. Boynton stated that the Board needed to vote to authorize access for pipeline borings at
38 19 Populatic Street and 0 R Ryan Road which is Town-owned property. **Selectman Foresto offered the**
39 **motion; Selectman White seconded. No discussion. VOTE: 5-0-0.**

40
41 Mr. Boynton reported that the budget was looking good at this point with state aid higher than expected,
42 and thanked the legislative delegation for their hard work on the State Budget. Brief discussion followed.
43 Regarding the FY16 Budget, the closeout process is underway.

44
45 Regarding the Coakley concession stand, Mr. Boynton reported that the Friends of Medway Athletics
46 have submitted an RFP.

47
48 Mr. Boynton announced the next EPFRAAC meeting will be August 16 at 7 PM at the Senior Center.
49 The group is still waiting for a representative from the Historical Commission.

1 Lastly, Mr. Boynton mentioned the municipal electricity aggregation update and a target date of August
2 24 for bids to supply electricity.

3
4 **Selectmen's Reports:**

5 Selectman Crowley asked if there was anything new on the walking trails. Chairman Trindade noted
6 that there is a perfectly good trail but the best location is to run it through the Briggs property. As part of
7 the Millstone project on the north side, trail access was part of their approval. Those meetings are just
8 beginning. They hope to have something finalized in time for Fall Town Meeting.

9
10 Selectman Foresto thanked the Lions Club for sponsoring the Navy Band Concert. It was a great effort
11 attended by a lot of people. At least 2,000 people were in attendance.

12
13 **Executive Session:**

14 **At 8:20 PM Selectman Foresto moved that the Board enter Executive Session under Exemption 6:**
15 **To consider the purchase, exchange, taking, lease, or value of real property if such discussion may**
16 **have a detrimental effect on the negotiating position of the governmental body [187-191 Village St,**
17 **Oakland St. property] & Exemption 3: To discuss strategy with respect to collective bargaining or**
18 **litigation if an open meeting may have a detrimental effect on the government's bargaining or**
19 **litigating position; [MS-4 Permit & Review/Vote on their release- 2015 Draft executive session**
20 **minutes 3/16, 4/6, 5/4, 5/11, 7/6, 9/14, 11/2, 11/23, 12/7 & 12/21] with no intent to return to public**
21 **session; Selectman D'Innocenzo seconded. No discussion. VOTE: 5-0-0 (Crowley, aye;**
22 **D'Innocenzo, aye; Foresto, aye; Trindade, aye; White, aye).**

23
24
25
26 Respectfully submitted,
27 Jeanette Galliardt
28 Night Board Secretary
29
30
31
32
33
34
35
36
37
38
39

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

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

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

6 **November 7, 2016 at 7:00 p.m.**

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

9 **Present:** Chairman Trindade; Selectmen Maryjane White, Dennis Crowley, John Foresto
10 and Rick D’Innocenzo; and Assistant Town Administrator Allison Potter.

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

14
15 **Public Comments:**

16 Gary Legee of 19 Broad Acres Farm Road asked the Board to consider a new
17 sound/noise bylaw. He said the current bylaws are not complete and are not enforceable
18 without the use of expensive equipment. Mr. Legee is proposing a bylaw similar to the
19 bylaw Milford approved in 2012. Mr. Legee said he had an issue this past summer with a
20 neighbor who was playing music outdoors very loudly. Mr. Legee said he spoke to the
21 neighbor but the noise continued. Mr. Legee said once the weather got cooler it stopped
22 but anticipates it becoming an issue next spring. Mr. Legee provided Assistant Town
23 Administrator Potter with a copy of the proposed language. The BOS discuss this issue
24 further.
25

26 **Presentation – Other Post-Employment Benefits (OPEB) Audit:**

27 *The Board reviewed the following information: (1) Actuarial Valuation & Review of*
28 *Other Post-Employment Benefits as of July 1, 2015.*
29

30 Finance Director Carol Pratt introduced Parker Elmore and Francis Fraine of Odyssey
31 Advisors. Odyssey Advisors performed an actuarial valuation of the Town of Medway’s
32 Other Postemployment Benefits (OPEB) Plan for fiscal year ending June 30, 2016. Ms.
33 Pratt said Medway is required to undergo this process every other year. Mr. Elmore said
34 Medway, like most towns in Massachusetts, is funding this plan in a limited manner. Mr.
35 Elmore and Mr. Fraine reviewed the results with the BOS. The group discussed how
36 other towns are addressing this issue. Mr. Elmore assured the Board that this isn’t an
37 issue specific to Medway. Mr. Elmore’s main recommendation is for the BOS to adopt a
38 written funding policy before the new accounting standards take effect in FY18. He also
39 recommended that the BOS adopt an investment policy. The Board asked that the
40 presentation be posted to the Town website.
41

42 **Approval – Grant Expenditure – 911 Support and Incentive Grant - \$ 30,194:**

43 *The Board reviewed the following information: (1) Notice of Grant Award.*
44

1 Police Chief Tingley said this is a yearly grant and it allows the department to pay for
2 critical training.

3
4 **Selectman Foresto moved that the Board authorize the expenditure of the 911**
5 **Support and Incentive Grant in the amount of \$30,194; Selectman D’Innocenzo**
6 **second; No discussion; All ayes 5-0-0.**

7
8 **Contract Approval – TNT Energy for Installation of Energy Efficient Lighting in**
9 **Library - \$31,882:**

10 *The Board reviewed the following information: (1) Memo from Bob*
11 *Weiss, Energy Manager; and (2) Contract.*

12
13 Energy Manager Bob Weiss provided the Board with a brief overview of the projects.
14 The plan is to retrofit the lighting at Fire Station 1 and the library. Mr. Weiss said the
15 contracts are funded by the Green Communities grant and energy rebates from the utility
16 incentive programs. Medway received a Green Communities grant for \$216,000. Mr.
17 Weiss said the grant was requested specifically for these projects. Selectman Crowley
18 asked what would happen if the bids for the four projects exceed the \$216,000 grant. Mr.
19 Weiss said they would not be able to move forward with all of the projects or the scope of
20 one or all would need to be modified. Mr. Weiss said Town does not have discretion to
21 use any excess funds if the projects come in under budget.

22
23 **Selectman D’Innocenzo moved that the Board authorize the Chairman to execute a**
24 **contract with TNT Energy for the installation of energy efficient lighting in the**
25 **Library in an amount not to exceed \$31,882; Selectman Foresto second; No**
26 **discussion; All ayes 5-0-0.**

27
28 **Contract Approval – TNT Energy for Installation of Energy Efficient Lighting in**
29 **Fire Station #1 - \$14,332:**

30 *The Board reviewed the following information: (1) Memo from Bob Weiss, Energy*
31 *Manager; and (2) Contract.*

32
33 **Selectman D’Innocenzo moved that the Board authorize the Chairman to**
34 **execute a contract with TNT Energy for the installation of energy efficient**
35 **lighting in Fire Station 1 in an amount not to exceed \$14,332; Selectman White**
36 **second; No discussion; All ayes 5-0-0.**

37
38 **Consideration of Appointment- Community Preservation Committee - At Large**
39 **Member (1 Position):**

40 *The Board reviewed the following information: (1) Letters of interest; and (2) resumes.*

41
42 Chairman Trindade said that the BOS received letters of interest from four residents.
43 There is currently only one open position. Chairman Trindade said the BOS was thrilled
44 with the response. Selectman Crowley said Rori Stumpf was recently appointed to the
45 ZBA. The Board believes Mr. Emero is the best fit for the position but that Debi Rossi
46 and Dayna Gill would be great additions to other committees in Town. Selectman Foresto

1 said the BOS will reach out to Ms. Rossi and Ms. Gill to see if they have an interest
2 serving on other boards/committees.

3
4 **Selectman Crowley moved that the BOS appoint Tom Emero to the Community
5 Preservation Committee; Selectman White second; No discussion; All ayes 5-0-0.**

6
7 **Discussion – Ambulance Billing Rates:**

8 *The Board reviewed the following information: (1) EMS Cost Comparison, FY12-FY17;*
9 *(2) Community Comparisons; (3) Write Offs & Account Receivables; (4) Projected*
10 *Revenue – Current Rates; and (5) Projected Revenue – New Rates.*

11
12 Finance Director Carol Pratt and Fire Chief Lynch presented information to the BOS on
13 Medway’s ambulance transport rates. Ms. Pratt said there has not been a rate increase
14 over the last 6 years. Ms. Pratt reviewed the EMS costs and revenues over the last 5 years
15 with the Board. Ms. Pratt explained that expenses have increased 152%, which is mostly
16 due to staffing. Revenues over the same period increased 44%. ProEMS provided the
17 Town with fee comparisons, which helped determine the new proposed rates. Ms. Pratt
18 said Medway’s current rates are a little below the average and the new proposed rates are
19 a little above the average. Selectman Crowley wanted to make sure that residents
20 understand the increase impacts the insurance companies. The Board clarified that it
21 would also impact the uninsured. Ms. Pratt said they are hoping to realize \$100k with the
22 new rates, which would help offset the need to subsidize this enterprise fund budget with
23 the General Fund.

24
25 **Selectman D’Innocenzo moved that the Board approve an increase in the Town’s
26 ambulance transport rates to \$1,650 for BLS, \$2,150 for ALS 1, and \$2,800 for ALS
27 2; Selectman Foresto second; No discussion; All ayes 5-0-0.**

28
29 **Banner Display Request – “Dodging4School” Dodgeball Tournament:**

30 *The Board reviewed the following information: (1) Banner Display Request Form; and*
31 *(2) Picture of banner to be displayed.*

32
33 **Selectman D’Innocenzo moved that the Board approve the hanging of a banner for
34 the “Dodging 4school” dodgeball tournament as requested; Selectman White
35 second; No discussion; All ayes 5-0-0.**

36
37 **Approval – One-day Liquor License Requests:**

- 38 **1. Cyndy Shea- Thayer Homestead – November 12, 2016**
39 **2. Holiday Mish Mash – Thayer Homestead- December 2, 2016**
40 **3. Danielle Brouder Bryne – Thayer Homestead – January 14, 2017**
41 **4. Justine Rovedo – Thayer Homestead – January 15, 2017**

42
43 *The Board reviewed the following information: (1) Applications; and (2) Police Chief’s*
44 *recommendations.*

45 **Selectman Foresto moved that the Board approve one day liquor licenses for Cyndy**
46 **Shea, Holiday Mish Mash, Danielle Brouder Bryne and Justine Rovedo for their**

1 events to be held at the Thayer Homestead on November 21 & December 2, 2016
2 and January 14 & January 15, 2017, subject to Police Chief’s recommendations and
3 proof of appropriate insurance coverage; Selectman D’Innocenzo second; No
4 discussion; All ayes 5-0-0.

5
6 **Approval of Warrant:**

7 #17-20

8
9 Town Expense \$1,647,750.06

10
11 Town Payroll \$55,030.00

12
13 **TOTAL \$1,702,780.06**

14
15 **Selectman Foresto moved that the Board approve the warrant as read; Selectman**
16 **White second; No discussion; All ayes 5-0-0.**

17
18 **Town Administrator’s Report:**

- 19 • Thanked Town Clerk Maryjane White and her staff for their work over the last 2
- 20 weeks. Selectman White said 4000 residents took advantage of early voting hours.
- 21 • Thursday from 4:00-6:00 p.m. there will be a presentation in the Medway High
- 22 School auditorium. Collaboration between local veterans and Medway high
- 23 school students.
- 24 • Veterans Day breakfast will be held Friday at 9:00 a.m. at the Senior Center and
- 25 will be followed by a service at the Medway Village Church.
- 26 • Cable Advisory Committee meeting last week regarding cable license renewals.
- 27 • 1st draft of the Capital Improvement Plan went to the CIPC this week for its
- 28 review.
- 29 • Fall Town Meeting is Monday, November 14. Selectmen are meeting at 6:15 p.m.
- 30 to vote on TBD articles.
- 31 • Tax classification will be on the agenda of the next regular BOS meeting.

32
33 **Selectmen’s Reports:**

34 Crowley

- 35 • He would like the names of the streets and sidewalks that will be redone in 2017
- 36 posted.
- 37 • Requested information from the stormwater presentation on the next 4 years.

38 White

- 39 • New Christmas tree is planted. It was donated by R.P. Marzilli. The Board would
- 40 like to reach out to Richard Parrella to recognize R.P. Marzilli at the parade.

41 D’Innocenzo

- 42 • Congratulated all fall high school teams.

DRAFT

1 • Reminder about the upcoming Turkey Trot.

2 Trindade

3 • Reported that Town Administrator Boynton fell and sustained injuries.

4 Undergoing treatment and physical therapy but very involved on a daily basis.

5 Congratulated Assistant Town Administrator Potter on an outstanding job over

6 the last several weeks.

7

8 **At 8:18 p.m., Selectman D’Innocenzo moved to adjourn; Selectman White second;**

9 **No discussion; All ayes 5-0-0.**

10

11 Respectfully submitted,

12

13 Michelle Reed

AGENDA

ITEM #10

Town Administrator's Report

AGENDA

ITEM #11

Selectmen's Reports