

**Select Board Meeting  
October 7, 2024 – 7:00 PM  
Sanford Hall  
155 Village Street**

**Present:** Frank Rossi, Chair; Dennis Crowley, Clerk; Glenn Trindade, Member; Maryjane White, Member.

**Absent:** Todd Alessandri, Vice-Chair.

**Staff Present:** Michael Boynton, Town Manager; Allison Potter, Assistant Town Manager; Carol Pratt, Finance Director; Joanne Russo, Treasurer/Collector; Peter Pelletier, Department of Public Works (DPW) Director; Barry Smith, Water Superintendent.

**Others Present:** Indigenous Peoples' Committee: Jo-Ann Phillips, Chair, Angelica Crosby, Member; TP Medway, Inc. Representatives: Attorney Anthony Donato, Thomas Devlin, Manager; Rockland Trust Representatives: Brian Callow, Margaret Vose.

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At 7:00 PM, Mr. Rossi called the meeting to order and led the Pledge of Allegiance.

**Public Comments:** There were none.

**Presentation: Indigenous Peoples' Committee Fall Programming**

*There were no materials for the Board to review.*

Ms. Phillips stated that there are few indigenous people in the surrounding communities. They requested that Medway do as much preparatory work as possible to assist in their efforts to meet the requested needs. They have been working a lot with the schools and purchased many books that will be distributed to the various schools based on age appropriateness. The books will be available at the Indigenous People's Day event next Monday at the Choate Pavilion. They plan to have two events over the winter. Ms. Phillips stated that the Committee has built some traction with the consortium in other Towns as well as with the Historical Society. They are also working with the local Massachusetts Ponkapoag tribe. Ms. Crosby stated that all their work enriches the Town with their historical research and knowledge, and shared that they have placed bulletin boards in the schools. Mr. Crowley asked where the funding was from. Ms. Phillips stated the Town. Mr. Boynton stated that they have their own budget line item. The Board thanked them for their efforts to date.

Mr. Trindade exited the meeting to attend the Community Preservation Committee meeting.

**Public Hearing 7PM: On-Premises All Alcohol License Transfer from Medway Café, Inc. to TP Medway, Inc. d/b/a Medway Café and Approval of Common Victualler and Entertainment Licenses**

The Board reviewed the Alcoholic Beverages Control Commission application.

**Ms. White moved that the Board open the public hearing for the All Alcohol On-Premises License Transfer from Medway Café, Inc. to TP Medway, Inc. Mr. Crowley seconded. No Discussion. VOTE: 3-0-0.**

Attorney Donato explained the role of Mr. Devlin and the history of Superior Dining Group including their other six locations. He noted that they are requesting the same hours as the existing Medway Café. Mr. Boynton noted that all the paperwork is in order. Mr. Rossi asked for public comments. There were none.

**Mr. Crowley moved that the Board close the public hearing. Ms. White seconded. No Discussion. VOTE: 3-0-0.**

It was noted that the menu will not be changed and there will be no renovation to the existing site. Mr. Crowley asked how this fits revenue wise based on their other businesses. Mr. Devlin stated it will be in their top three.

**Ms. White moved that the Board approve the All Alcohol On-Premises License Transfer from Medway Café, Inc. to TP Medway, Inc. and the approval of a common victualler and entertainment license as discussed. Mr. Crowley seconded. No Discussion. VOTE: 3-0-0.**

Mr. Crowley requested that Mr. Morrissey come before the Board. He noted they have known each other over fifty years. Medway Cafe has been open for sixteen years under his ownership. He thanked him as a friend and a business owner. Mr. Crowley noted all of the support he has provided for Celebrate Medway Day in July. The rest of the Board thanked Mr. Morrissey for his commitment to supporting the Town.

**Approval: Intermunicipal Agreement for the MetroWest Shared Public Health Services Collaborative:**  
*The Board reviewed the intermunicipal agreement (IMA).*

Mr. Kwok explained the included Towns in the collaborative, the available staff, and noted that there is no cost to the Town. The Town has been in this for the past one and one-half years. Mr. Rossi asked how often the staff are used. Mr. Kwok stated if he is ill or needs additional support, he uses the inspector. Mr. Boynton stated this is an example of how regional efforts work well to serve the participating communities.

**Ms. White moved that the Board authorize the Chair to execute the IMA as discussed. Mr. Crowley seconded. No discussion. Vote: 3-0-0.**

Mr. Kwok noted that both the Board of Health and Select Board would have to agree to abolish this IMA.

**Report from the Investment Advisory Committee (IAC) and Rockland Trust:**

- **Other Post Employment Benefits (OPEB) Annual Review**
- **Capital Stabilization Annual Review**

*The Board reviewed the memo from Joanne Russo.*

Mr. Rossi explained the history of the OPEB contributions noting the initial contribution was \$25,000. The Town invests \$300,000 yearly. Mr. Rossi explained the make-up of the IAC which includes himself, Chris Lagan, and Joanne Russo. Mr. Callow congratulated the Town related to its AAA rating and positive borrowing that just occurred. He stated OPEB funds healthcare benefits for retirees, noting the current balance of \$3,956,904 as of September 30, 2024. The Town's contribution was \$2.6 million, and the rest is portfolio growth. He stated this is a multi-decade portfolio and the percentage investment is a 75/25 stock to bond ratio. He noted the 12.1 % average annualized return since its inception. Mr. Rossi noted that Rockland Trust and those here tonight do this for many Towns. Mr. Callow stated that the stabilization account is a rainy-day capital fund noting the current balance of \$3,946,807 with a 5.85% one-year return using risk free investments. He noted a 4.92% average annualized return since its inception. Mr. Crowley asked if the investment strategy change if we tell you that we plan to increase this fund? Mr. Callow said if the Town tells them the plan to spend the funds, then he can determine the specific investments. Mr. Crowley asked who provides direction to Rockland Trust. Mr. Rossi stated the IAC who directed Rockland Trust to invest in zero risk investments in the stabilization investments. He explained the investment policy statement that directs them on the amount of risk. Mr. Crowley asked where the general stabilization fund is invested. Ms. Pratt stated they are in laddered CDs. Mr. Crowley asked about longer-term investments. Mr. Boynton stated that in case of an emergency we do not want this in longer-term investments. Mr. Boynton commended Ms. Russo's oversight, and Ms. Pratt for the management. Ms. White thanked the committee and Ms. Pratt on their efforts. Mr. Crowley asked for the fees. Mr. Callow stated that OPEB is .45 basis points of the total investment and stabilization is .15 basis points of the total investment.

**Discussion: Unaccounted for Water Loss and Charles River Pollution Control District (CRPCD) Volume Update**  
*The Board reviewed the (1) unaccounted for water loss data and (2) CRPCD volume.*

Mr. Smith stated the unaccounted-for water is at 8.21% as of the end of August. He stated at the beginning of the year these numbers can be tightened up based on more data. He noted five or six leaks were found by our vendor, and monitoring is done continuously. Mr. Rossi asked about the watermain breaks. Mr. Smith stated there was one on Buttercup Lane that was very large, there were five service leaks as well that accounted for the total volume. Mr. Boynton noted that \$40 million has been invested in the infrastructure over the past years. He stated we still have old cast-iron pipes in the Town which are especially challenged in the freeze-thaw cycles. Mr. Crowley looked at the numbers actually pumped from the stations. Mr. Smith stated we are allowed 994 thousand gallons per day. Mr. Crowley stated that we are pumping 20,000 more this year. Mr. Boynton stated that this is due to the growth in Town. Mr. Crowley referenced the total metered use at 242 million gallons last year noting that this year we are pumping more water, but the metered is less than last year on average and wanted to know why. Mr. Smith will get back to the Board on this potential discrepancy.

Mr. Smith stated the sewer did not start off as well this year due to the amount of rain. He stated we are working with Kleinfelder to work on some actions to impact that as we have done as much as we can inhouse. Ms. White asked if Salmon is included. Mr. Smith stated they are not included. Mr. Crowley stated based on the billing Salmon is running at 20,000 gallons per day, the Town of Medway is running at 1.2 million gallons per day. Mr. Boynton noted that we are 50-60,000 gallons per day under capacity. There was discussion about sump pumps pumping directly into the sewer and although we discourage this, there is no other place for the water to go for some areas. If pumped directly into the street, there is the potential safety issues. It was noted there are still inflow and infiltration issues, and we need to continue to address this issue. Mr. Boynton noted that we continue to attempt to purchase capacity from Franklin which has been going on for the past six years.

**Discussion/Vote: Ad Hoc Committee to Review the Trash and Recycling Program**

*There were no materials for the Board to review.*

Mr. Boynton gave a huge shout out to Ms. Carlisle who manages the trash program and works on our sustainability issues including to decrease our trash volume. Instead of doing stop-gap measures to address the diminishing retained earnings in the Solid Waste Enterprise Fund, the decision was to establish an ad hoc committee to look at this in the long term. Mr. Pelletier stated we are looking at joining a community agreement with Medfield for Wheelabrator who burns all of our trash in this area. He stated that we are running at a deficit at the recycling center. Mr. Crowley stated the hole that we had to plug is not as large as we had thought. Mr. Crowley wanted all residents to know that we will not be increasing trash fees until we hear back from the committee in the final report.

**Mr. Crowley moved that the Board vote to establish an ad hoc committee appointed by the Select Board consisting of five residents to review the future of Medway's trash and recycling programs and to present a preliminary report back to the Board no later than June 1st, 2025, and a final report no later than October 1st, 2025, as discussed. Ms. White seconded. No discussion. VOTE: 3-0-0.**

There was discussion about how to obtain members for this committee.

**Discussion/Vote: Authorization of the Chair to Execute the Host Community Agreement (HCA) Waiver for Neo Manufacturing MA LLC**

*The Board reviewed the HCA waiver.*

Mr. Boynton explained that this is the same as the one done at the last meeting, but for this company.

**Mr. Crowley moved that the Board authorize the Chair to execute the HCA waiver for Neo Manufacturing MA LLC as presented. Ms. White seconded.** Discussion: Mr. Crowley stated that the state took away our ability to obtain any funds. Mr. Boynton stated this equates to approximately \$300,000 per year in lost revenue. Mr. Boynton stated that the legislature gave the Cannabis Control Commission (CCC) the ability to change the HCA's. The original legislation allowed for five years of revenue. The CCC said the Town must now bill for the exact amount of costs incurred, which is minimal. Mr. Crowley asked who appoints the CCC. Mr. Boynton stated the state treasurer. **VOTE: 3-0-0.**

**Consideration of Public Event Permit: Shamrock Shuffle – March 8, 2025**

*The Board reviewed the (1) application and (2) departmental approvals.*

**Mr. Crowley moved that the Board approve the Shamrock Shuffle subject to the Police Chief's recommendations and proof of appropriate insurance coverage and allow their signs to be posted in the public right-of-way as discussed. Ms. White seconded. No discussion. VOTE: 3-0-0.**

**Approval of Minutes: September 3, 16, and 24, 2024**

*The Board reviewed September 3, 16, and 24, 2024, draft minutes.*

**Ms. White moved that the Board approve the minutes for September 3, 2024. Mr. Crowley seconded. No discussion. VOTE: 3-0-0.**

**Ms. White moved that the Board approve the minutes for September 16, 2024. Mr. Crowley seconded.** Discussion: Mr. Rossi asked what "stick" means on page 2, line 18. It was requested that this be changed to incentive. Mr. Rossi noted that "of" should be removed in front of "by" on page two, line 30. Mr. Rossi asked that the following be added at the end of line 22, page 2, "It was noted that this is another grant that would not be available to the Town if the MBTA zoning is not approved by the residents at Town Meeting." Mr. Crowley asked that on page 2, line 11 that "over the next twenty years" be added to the end of that sentence. **VOTE: 3-0-0.**

**Ms. White moved that the Board approve the minutes for September 24, 2024. Mr. Crowley seconded. No discussion. VOTE: 3-0-0.**

Mr. Crowley noted the reference to the word "trophy room" in the September 16<sup>th</sup>, 2024 minutes and "basement" in the September 24, 2024, minutes actually refers to the "member's room".

Mr. Trindade returned to the meeting.

**Vote Recommendations: November 12, 2024, Fall Town Meeting Warrant**

*The Board reviewed the November 12, 2023, Fall Town Meeting Warrant.*

Mr. Boynton noted that the zoning articles will be addressed at the next Select Board meeting as the Planning and Economic Development Board (PEDB) is having their public hearing on them tomorrow night.

ARTICLE 2: (Fund Public Safety and Town Hall Complex Design; Apply Borrowing Reserve Funds - \$48,971.03)  
Mr. Boynton stated this is for the Public Safety and Town Hall Complex. He explained the funding utilization from the certified free cash for this project, and the usage of free cash for Article 3 and Article 10. He explained the rest of the usage of the free cash including the \$100,000 towards the general stabilization fund. He stated it is important that this article passes, noting that the first video went live today. He noted that if this does not pass, we will need to do some immediate renovation to the existing buildings and the funds would need to be diverted to that endeavor. He reviewed the funding estimate document line by line and the changes from the prior document provided to the Board. He also discussed the importance of the clean-up of the existing 120 Main Street site. He noted the total funding needed and funding sources stating this would not result in an increase in taxes, override, or debt exclusion. He requested that the Select Board use this document to circulate. Mr. Crowley reiterated this funding plan includes no increase in taxes, no debt exclusion, and no override to complete this project. He noted that this is contingent upon \$3 million coming from the second battery energy storage facility. Mr. Crowley explained the \$3.6 million contingency and the additional \$6 million total to be put aside for a total of \$9.6 million in total contingency. Mr. Boynton stated that until the design is completed, we will not know how this moves forward, noting the potential to postpone the Town Hall portion of the project. Mr. Crowley stated he hopes that residents tour the Fire and Police stations. Ms. White encouraged the residents to go tour these buildings as you do not see from the outside the extensiveness of issues of these buildings. Mr. Rossi asked Mr. Boynton to discuss future staffing needs of both Police and Fire. Mr. Boynton stated the Police Station was designed for fourteen to sixteen full-time staff and we now have thirty-five. The Fire Station was designed for zero full-time staff, as all staff were on-call, and we now have twenty-five full-time staff. Mr. Boynton stated the

needs of the Town will determine how the future staffing would change. He noted that we are relying on mutual aid more than ever before for our Fire Department. It was noted that Town staff is located at five different locations. Mr. Rossi asked that the current footprints be discussed. Mr. Boynton stated that the feasibility study stated that you could add on to these buildings, but it would be operationally inefficient. He noted that the current location of the Fire Station is not efficient as ninety percent of the time they come towards the center of Town. There was discussion about the impact of housing the existing staff should the current buildings be renovated including the potential costs. It was noted that the amount in the article description will be removed from the final warrant presented at Town Meeting.

**Mr. Trindade moved that the Board approve Article 2. Ms. White seconded. No discussion. VOTE: 4-0-0.**

ARTICLE 3: (Environmental Cleanup Services and Site Work at 120 Main St)

Mr. Boynton requested that this be a TBD as we do not have the final cost until later this week.

ARTICLE 4: (Borrowing: High School Driveway Culvert Construction)

Mr. Boynton stated this is also a TBD as we will not have the final cost until later this week.

ARTICLE 5: (Prior Year Bills)

Mr. Boynton stated that we have identified prior year bills. Ms. Potter noted they are DPW bills.

**Mr. Trindade moved that the Board approve Article 5. Ms. White seconded. No discussion. VOTE: 4-0-0.**

ARTICLE 6: (Free Cash Transfer to Capital Stabilization Fund)

**Mr. Trindade moved that the Board approve Article 6. Mr. Crowley seconded. No discussion. VOTE: 4-0-0.**

ARTICLE 7: (Free Cash Transfer to General Stabilization Fund)

**Mr. Trindade moved that the Board approve Article 7. Mr. Crowley seconded. No discussion. VOTE: 4-0-0.**

ARTICLE 8: (Raise and Appropriate: Supplement FY25 Departmental Budgets)

Mr. Boynton stated this includes the building budget as the Commissioner has been certified as an Owner's Project Manager, as well as postage cost increases.

**Mr. Trindade moved that the Board approve Article 8. Mr. Crowley seconded. No discussion. VOTE: 4-0-0.**

ARTICLE 9: (CPA Funds: Community Farm Pavilion)

Mr. Trindade explained the specifics of the project. The CPC did not vote on this at their meeting this evening. He noted the cost will be approximately \$350-\$375,000 and this comes out of wherever CPC votes it to come out of. Ms. Pratt stated that the current balances as of July 1<sup>st</sup> include the following: (1) Open Space is \$699,704, (2) Historic is \$1,171,009 million, (3) Community Housing is at \$130,305 and (4) Unreserved is at \$3,475,235. It was noted that CPC votes the use of which area of funding is utilized. The past CPA funded projects were discussed. The Board requested the anticipated amount in these funds including FY25.

**Mr. Trindade moved that the Board approve Article 9. Mr. Crowley seconded. No discussion. VOTE: 4-0-0.**

ARTICLE 10: (Free Cash Transfer: Tax Title Services)

**Mr. Trindade moved that the Board approve Article 10. Mr. Crowley seconded. No discussion. VOTE: 4-0-0.**

ARTICLE 11: (Repurpose Water Project Funding to Village St Pump Station)

Mr. Boynton stated this is TBD as the bids are due in on Thursday.

ARTICLE 12: (Repurpose Water Project Authorization to PFAS Pilot)

Mr. Boynton explained the need to move forward on this. Ms. Pratt explained where the funding is coming from.

**Mr. Trindade moved that the Board approve Article 12. Mr. Crowley seconded. No discussion. VOTE: 4-0-0.**

ARTICLE 13: (Repurpose Monetary Articles – Library)

Mr. Boynton explained the specifics related to the repurposing.

**Mr. Trindade moved that the Board approve Article 13. Mr. Crowley seconded. No discussion. VOTE: 4-0-0.**

ARTICLE 14: (Repurpose Monetary Articles: School Projects)

Mr. Boynton explained the specifics related to the repurposing.

**Mr. Trindade moved that the Board approve Article 14. Mr. Crowley seconded. No discussion. VOTE: 4-0-0.**

ARTICLE 15: (Borrowing – Matching Grant Funds for Stormwater Project)

Mr. Boynton stated we received a federal grant of \$1.3 million and we need to match \$375,000.

**Mr. Trindade moved that the Board approve Article 15. Mr. Crowley seconded. No discussion. VOTE: 4-0-0.**

ARTICLE 16: (Tree Preservation Revolving Fund –Authorize FY25 Spending Limit)

**Mr. Trindade moved that the Board approve Article 16. Mr. Crowley seconded.** Discussion: Ms. Pratt stated that yearly, we need to set the spending limit in the revolving account. **VOTE: 4-0-0.**

ARTICLE 17: (Accept MGL c. 59, s. 5, clauses 22I and 22J)

Mr. Boynton stated the recent passage of the hero's act provides qualified veterans more exemptions on their property taxes with an estimated annual cost to the Town of between \$30,000 - \$60,000. A better description was requested for the benefit of resident understanding.

**Mr. Trindade moved that the Board approve Article 17 with the additional explanation. Mr. Crowley seconded. No discussion. VOTE: 4-0-0.**

ARTICLE 18: (Amend General Bylaw: Reduce Dog License Late Fee)

Mr. Boynton stated the late fee is onerous hence the request to decrease the first offense from \$50 to \$25.

**Mr. Trindade moved that the Board approve Article 18. Mr Crowley seconded. No discussion. VOTE: 4-0-0.**

ARTICLE 19: (Amend General Bylaw: Reduce Members on Economic Development Committee)

Mr. Boynton stated they have a hard time achieving a quorum so have not been able to meet. Decreasing to five members allows the meeting to occur with a quorum of three members.

**Mr. Trindade moved that the Board approve Article 19. Mr. Crowley seconded. No discussion. VOTE: 4-0-0.**

Mr. Crowley asked about adding an article to purchase Shaw Street lots. He noted that CPC agrees depending on the final price. Mr. Boynton stated he prefers having an appraisal but cannot obtain one on this short notice. Mr. Crowley noted there are four lots at \$29,000 each and showed the Board a drawing of where they are located noting that they abut two town owned parcels along the Charles River. There was discussion on the potential future uses.

**Mr. Trindade moved to open the warrant. Mr. Crowley seconded. No discussion. Vote: 4-0-0.**

**Mr. Trindade moved that the Board add an article to the warrant to approve the purchase of land on Shaw Street to be funded by CPA funds as discussed. Mr. Crowley seconded. No discussion. Vote: 4-0-0.**

**Mr. Trindade moved to close the warrant. Mr. Crowley seconded. No discussion. Vote: 4-0-0.**

It was noted that the PEDB has a public hearing tomorrow on the zoning articles and the FinCom will be reviewing the warrant Wednesday night. Mr. Boynton requested a Select Board Member attend these meetings.

#### **Action Items from Previous Meeting**

*The Board reviewed the action items dated September 16, 2024.*

Unaccounted for water loss status report & CRPCD Volume Report: This will be reported on twice a year with the next report due in March of 2025.

Begin Planning Use of 123 Holliston Street: This was removed from the action item list.

#### **Town Manager's Report**

*There were no items for the Board to review.*

Sanford Dam – Seawall Grant - \$250,000: Mr. Boynton was notified by the state that we will receive the \$250,000 seawall grant to look at the Sanford Dam. Ms. Carlisle will be the point person for this. We would like to invite Sanford Mill residents to attend. It was noted that we would not receive this grant funding if the MBTA zoning is not passed.

Indigenous Peoples' Day Holiday – Monday October 14<sup>th</sup> – Town Offices Closed: Mr. Boynton noted that Town Offices will be closed for Indigenous Peoples Day, Monday, October 14<sup>th</sup>.

Town Manager Out of Office: Mr. Boynton stated he will be out of the office as follows:

- October 11<sup>th</sup> – Out of Office

NEXT Select Board Meeting – October 21, 2024

#### **Select Board's Reports**

*There were no items for the Board to review.*

Mr. Rossi stated the Porchfest event was awesome with many participants noting the Medway Community Farm was the center point and commended the efforts of all involved.

Mr. Crowley stated the forum about MBTA zoning did not happen. He had a discussion with Barbara Saint Andre who stated Milton was not challenging the act, but they are challenging the authority of the Attorney General to issue mandates over and above what was done by the legislature which includes the oversight. He asked if Barbara Saint Andre could attend a future meeting and explain this to the Select Board. Mr. Boynton confirmed that Ms. Saint Andre's explanation was correct. Milton is asking if the Attorney General exceeded her authority. It was decided that Ms. Saint Andre's presence at a meeting was not needed.

Ms. White encouraged residents again to attend the Fire and Police open houses, there are two dates for each.

**At 9:26PM, Mr. Trindade moved to adjourn. Mr. Crowley seconded. No discussion. VOTE: 4-0-0.**

Respectfully submitted,  
Liz Langley  
Executive Assistant  
Town Manager's Office