

**Select Board Meeting
October 21, 2024 – 7:00 PM
Sanford Hall
155 Village Street**

Present: Frank Rossi, Chair; Todd Alessandri, Vice-Chair; Dennis Crowley, Clerk; Glenn Trindade, Member.

Absent: Maryjane White, Member.

Staff Present: Michael Boynton, Town Manager; Allison Potter, Assistant Town Manager; Peter Pelletier, Department of Public Works (DPW) Director; Carol Pratt, Finance Director; Barbara Saint Andre, Community and Economic Development Director; Jeremy Thompson, Planning and Economic Development Coordinator.

Others Present: Medway Pride Day Chair, Kristen Salera; Medway Day Chair, Carole Bernstein; Upper Charles Conservation Land Trust, Inc; Paul Atwood; Planning and Economic Development Board (PEDB) Chair, Andy Rodenhiser.

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

Public Comments: There were none.

Approval of Minutes: October 7, 2024

The Board reviewed October 7, 2024, draft minutes.

Mr. Trindade moved that the Board approve the minutes for October 7, 2024. Mr. Alessandri seconded. Discussion: Mr. Rossi asked for all references to Brian Callow be updated as his last name was spelled incorrectly and on page 2, line 43 that “strategy paperwork” be changed to “policy statement”. Mr. Crowley asked on page 3, line 16 that “we” be changed to “Town of Medway” and line 28 that “Sewer” be changed to “Solid Waste”. **VOTE: 3-0-1. Mr. Alessandri abstained as he was not present.**

Approval: Medway Pride Day Committee Name Change to Pride of Medway Committee

The Board reviewed the memo from Kristen Salera.

Ms. Salera explained the reason for the proposed change in the name of the Committee was due to the unintentional confusion as to the purpose of the event which is showing pride in Medway as a community and for promotion of Town businesses. She also explained they will be changing the date to the same day as Celebrate Medway Day in July and the time of the event will be from 10am to 1pm at Choate Park. This should also help to dispel the confusion of the purpose of the event. Ms. Salera also noted prom is right after the event when held in May resulting in a significant decrease in volunteerism. Carole Bernstein stated Medway Day will be located at the Thayer Homestead and will be from 2pm-9pm. Therefore, there will be one hour available for breakdown of Pride of Medway Day. It was noted the logistics are still being determined. Mr. Crowley noted next years event will be the larger Celebrate Medway Day event.

Mr. Trindade moved that the Board approve the name change of the Medway Pride Day Committee to the Pride of Medway Committee as discussed. Mr. Alessandri seconded. No discussion. VOTE: 4-0-0.

Approval: Contract with Clean Harbors Environmental Services, Inc. for Household Hazardous Waste Days on November 2, 2024, and May 10, 2025 – Not to Exceed \$13,000 for Each Event

The Board reviewed the (1) memo from Peter Pelletier and (2) contract.

Mr. Pelletier stated typically the amount spent is the amount of the contract and any overages come out of the DPW budget. He noted they have been using Clean Harbors for years. Mr. Rossi read off the list of accepted items for the

residents to be aware of what is allowed to be brought preventing these items from entering the landfill. He then read the list of non-accepted items.

Mr. Trindade moved that the Board authorize the Chair to execute the contract with Clean Harbors Environmental Services, Inc. as discussed. Mr. Alessandri seconded. Discussion: Mr. Crowley asked if it is still worth doing this twice a year versus once a year. Mr. Pelletier stated it cuts down on the traffic to have two dates versus one date. **VOTE: 4-0-0.**

Approval: License Agreement with the Upper Charles Conservation Land Trust (UCCLT), Inc. for Access to Lot 2 of the Hoag Property on Winthrop Street

The Board reviewed the license agreement.

Mr. Atwood stated he is a member of the UCCLT. It was noted he is a son-in-law of the Hoag's and a member of the Agricultural Committee. He noted Town employees will be removing some trees from the property. This agreement indemnifies the Town since Town employees will be working on private property. Mr. Rossi asked for the location of the property. Mr. Atwood noted the land was donated to the UCCLT and as a non-profit, they must provide public access. They plan to build a parking lot to allow the public to access the trails. It was noted the location is across the street from Diane Drive, and at the dead end of the Cider Mill Road cul-de-sac. Mr. Atwood noted he is a member of the Trail Club, and they will be doing work to the trails. Mr. Crowley asked who will be completing the work. Mr. Atwood stated DPW will be clearing the trees, and they have hired a contractor to grind the stumps, prepare the parking lot, and remove an old tennis court. Mr. Crowley asked if the Town has appropriate insurance. Ms. Potter confirmed. Mr. Boynton noted this was reviewed by Town Counsel who submitted changes that were incorporated into the license. Mr. Boynton clarified if the Town hires contractors, which is not planned, then the Town would ensure they have proper insurance. Mr. Crowley stated this agreement is only for two and a half months and asked if the Town will have this work completed. Mr. Pelletier confirmed.

Mr. Trindade moved that the Board authorize the Chair to execute the license agreement with the Upper Charles Conservation Land Trust, Inc. as discussed. Mr. Alessandri seconded. No discussion. VOTE: 4-0-0.

Vote Recommendations: November 12, 2024, Fall Town Meeting Warrant – Articles 1, 3, 4, 10, 12, 21-23

The Board reviewed the (1) November 12, 2023, Fall Town Meeting Warrant, and (2) memo from Barbara Saint Andre.

ARTICLE 1: (Amend Zoning Bylaw: MBTA Communities Zoning)

Mr. Rodenhiser noted the Select Board has been briefed a number of times on this Article. He noted Mr. Brody pointed out an item he deemed as unfair, and this was adjusted to take that into account, which was a very minor change. Ms. Saint Andre stated originally there were two districts with three identified locations, with West Street and Glen Brook combined, and 39 Main Street-Hathon. They split out West Street and Glen Brook as when combined it did not meet the criteria. Ms. Saint Andre noted this resulted in coming as close as possible to the minimum requirements. Mr. Crowley stated one area needed to be 25 contiguous acres. Ms. Saint Andre stated West Street is 29 acres. Mr. Crowley asked if the total acres could be put in the warrant article. This cannot be done as this is a zoning bylaw, but they can add this to their report and information provided for Town Meeting. Mr. Rossi asked if the PEDB had a public hearing. It was noted the public hearing was held on Tuesday October 8th. Ms. Saint Andre stated there were a few residents in attendance. Mr. Crowley asked about page 2, Section F, relative to affordable housing and asked if there were six units how many would be affordable. Mr. Boynton stated since zero is not a whole number then one would need to be affordable. Mr. Boynton stated we were notified of a total of \$1.6 million of pending grant funding noting they are all pending based on the passing of this warrant article. Mr. Boynton commended the PEDB and Community and Economic Development Department noting the amount of effort and public input that was involved in this. He noted this plan is minimal effective compliance.

Mr. Trindade moved that the Board approve Article 1. Mr. Alessandri seconded. No discussion. VOTE: 4-0-0.

ARTICLE 21: (Amend Zoning Bylaw: Sign and Façade Permits)

This would change the time period the Design Review Committee would review these permits from 15 to 21 days noting this helps them to meet the by-law if there is a Monday Holiday.

Mr. Trindade moved that the Board approve Article 21. Mr. Alessandri seconded. Discussion: Mr. Alessandri asked if there were any issues with the increase to 21 days. Ms. Saint Andre stated they have a 30-day total window. **VOTE: 4-0-0.**

ARTICLE 22: (Amend Zoning Bylaws: Table of Uses)

Mr. Rodenhiser stated this removes ski areas and adds food pantries due to the increased public need.

Mr. Trindade moved that the Board approve Article 22. Mr. Alessandri seconded. Discussion: Mr. Alessandri asked why this needs to be done all at once. Mr. Boynton stated the food pantry relocation could be faster than anticipated. Mr. Rodenhiser stated this allows the PEDB to vet this. **VOTE: 4-0-0.**

ARTICLE 23: (Amend Zoning Bylaw: Central Business District)

Mr. Rodenhiser stated this is in response to a project we know is coming forward and are trying to be proactive with the developer to allow the best use of the property and appropriate customers for the area relative to traffic. The developer agreed to not develop the area near the Kelley Street neighborhood with the change in allowed height. Mr. Boynton stated the plan was to move the building closer to the sidewalk and parking in the back which is what has been voiced as a preference. Mr. Crowley stated we will not be able to develop that area if we do not make these changes to the zoning in this area. Mr. Rodenhiser noted the issues related to mixed usage of residential and commercial in the same location. It was noted there will be some planned commercial at this site.

Mr. Trindade moved that the Board approve Article 23. Mr. Alessandri seconded. No discussion. VOTE: 3-0-1. Mr. Alessandri abstained as his neighborhood abuts this property.

Mr. Crowley stated there is misconception by the residents of the specifics of the Milton lawsuit relative to the MBTA community zoning. Mr. Boynton stated they are not fighting the validity of the legislation but are addressing if the Attorney General (AG) is overstepping her role by directing where this should be located if a Town does not pass this zoning. The Attorney General stated she has the authority to implement the legislation as she sees fit. Mr. Rossi stated there are 177 communities and asked how many have adopted this legislation. Ms. Saint Andre noted one-half have enacted this zoning and the rest need to have this zoning enacted by December 31, 2024. It was noted Milton voted this legislation in at Town Meeting, but the ballot vote resulted in voting it down. Ms. Saint Andre stated the Attorney General's position is if you do not implement this, then multifamily housing is by right in the entire Town. She stated by passing this legislation, the Town gets to decide the best location of by right multifamily housing.

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

Mr. Boynton stated we have a firmer number of \$1.25 million and explained the specific work this entails. He noted the cost was lower due to the dryness of the soil.

Mr. Trindade moved that the Board approve Article 3. Mr. Alessandri seconded. Discussion: Mr. Crowley asked for the modified cost document of this project. **VOTE: 4-0-0.**

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

Mr. Boynton stated the cost is higher than we thought at \$2,875,000. We were told we could access small bridge funds from the Massachusetts Department of Transportation (MA DOT) and if so, we would need to delay this until the spring due to the timing of the funding request submission. We only have two and a half months to complete the project from the day after school closes until it opens again so if we wait this would be a full year delay which would result in an even higher cost of the project. Mr. Pelletier is working with MA DOT who stated they could expedite the funding, but they need the design from Tetra Tech. It was noted this will be bonded. The \$500,000 grant would be another grant we would not have access to if we do not pass the MBTA zoning. There was discussion about improvements of the Adams

Street access and the potential for paving noting the need to widen that area. If this project gets pushed off, then this would need to be paved.

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

ARTICLE 10: (CPA Funds: Purchase Land Off of Shaw St)

Mr. Boynton stated the cost will be up to \$86,000 for the purchase. It was noted the Community Preservation Committee did not vote to approve this funding but did give it a thumbs up and the funds would come out of the Open Space CPA funds.

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

ARTICLE 12: (Repurpose Water Project Funding to Village St Pump Station)

Mr. Boynton stated the price came in better than expected at \$737,100. Mr. Crowley stated this is the last piece of the water projects and requested a final recap.

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

Discussion/Vote: Fiscal Year (FY) 2026 Budget Policy

The Board reviewed the proposed FY26 budget policy.

Ms. Pratt stated this is the yearly memo that goes to the department heads noting the need to submit their budgets by December 31st.

Mr. Alessandri moved that the Board approve the FY26 budget policy as discussed. Mr. Trindade seconded. No discussion. VOTE: 4-0-0.

Discussion: Five-Year Budget Projection

The Board reviewed the five-year budget projection spreadsheet.

Ms. Pratt stated this is required by our bylaw and the key things to look at are assumptions as these are the drivers. She stated we estimate high on costs and low on revenue and these projections change with more information, e.g., health insurance costs, and the budget will be finer tuned noting this is a first pass. Ms. Pratt referenced the assumption in FY26 of the Medway Grid revenue coming in at that point. Mr. Boynton stated this is trying to project what is going to happen at the end of June 2026 and what will happen with State Aid, Norfolk County Retirement assumptions, number of students at Tri-County, etc. is difficult to impossible to predict. He stated we do these projections very conservatively and this will shake out when we do the FY26 budget. He stated this is challenging as we have no ability to impact these numbers and noted the upcoming school projects that need to be addressed. Mr. Rossi stated it is important as a planning tool and the rating agencies look at this. He noted this was pointed out specifically in the Standard and Poor (S&P) report relative to the Town's AAA rating. Mr. Alessandri asked if the school number is from the Town or from the school. It was noted these numbers were not provided by the school. The FY25-FY26 increase of \$1.6 million for the schools was noted. Mr. Crowley referenced page 3, FY28, debt service, at \$5.5 million and jumped to \$9.8 million in anticipation of the new Public Safety and Town Hall facilities. He noted this does not show the revenue increase. Mr. Boynton stated we do not have a Payment In Lieu of Taxes (PILOT) with the second Battery Energy Storage (BESS) facility, so we do not know what to project for the revenue. Mr. Crowley requested the revenue be added and noted in the FY29-30 to the assumptions. Mr. Crowley asked about the high school debt drop off. Ms. Pratt stated it is in the total excluded debt number. There was discussion about the authorized debt relative to Oak Grove noting these funds have yet to be spent.

Action Items from Previous Meeting

The Board reviewed the action items dated October 7, 2024.

This was not addressed.

Town Manager's Report

There were no items for the Board to review.

Upcoming Municipal Facility Events: Mr. Boynton noted there will be two open houses for the Police and Fire, one weekend day and one weekday. He will be presenting this to Medway Lions on Tuesday. The Finance Committee will be going over the warrant on Wednesday and Thursday is the Community Forum to discuss this. He noted Dr. Pires will be at the Community Forum. He noted all of the videos are up for the residents to view. Mr. Rossi noted the Fire video has been viewed close to 3,000 times.

Grant Awards Update: Mr. Boynton commended Ms. Saint Andre and Mr. Pelletier for their efforts in securing three grants last week: (1) \$75,000 Housing Choice for a Design Review Guidelines update, (2) \$92,000 for engineering for Village Street drainage, and (3) \$1.45 million to begin the design for Milford Street upgrades from Restaurant 45 to the Town line. In the future, there will be walkability from Milford to Millis. Mr. Alessandri asked for the total grant dollars we will lose if not passed be somehow communicated to the residents. It was noted it will be in the State of the Town presentation.

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

- October 25 – Out Office
- Monday October 28 – Norfolk County Retirement Board – Sharon (AM)

NEXT Select Board Meeting – November 4, 2024

Select Board's Reports

There were no items for the Board to review.

Mr. Crowley stated it was noted in the meeting minutes that the Indigenous Peoples' Committee has a specific line item in the budget. It was confirmed. Mr. Crowley noted he has still have not heard from Mr. Smith on the numbers he had questioned at the last meeting. Mr. Crowley asked about his concerns about the tractor trailers on Village Street. Mr. Pelletier stated only three turned onto Holliston Street. Mr. Pelletier stated the Complete Streets Tier 3 grant funding would be at risk if we did not approve the MBTA funding.

Mr. Rossi asked if Saturday is the Autumn night out at the Community Farm. Mr. Trindade confirmed noting tickets must be purchased.

Mr. Trindade stated Friday night is the Pumpkin Walk.

At 8:40PM, Mr. Crowley moved to adjourn. Mr. Trindade seconded. No discussion. VOTE: 4-0-0.

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