

**Select Board Meeting
February 18, 2025 – 7:00 PM
Sanford Hall
155 Village Street**

Present: Frank Rossi, Chair; Glenn Trindade, Member; Maryjane White, Member.

Absent: Todd Alessandri, Vice-Chair; Dennis Crowley, Clerk.

Staff Present: Michael Boynton, Town Manager; Allison Potter, Assistant Town Manager; Carol Pratt, Finance Director; Peter Pelletier, Department of Public Works (DPW) Director; Sandra Johnston, Communications Director.

Others Present: Nora Keavany, Medway High School Student, sister, Emma Keavany, parents, Betsey and Luke Keavany; Historical Society: Sheila Dubrawski, Chair, Jim McCarthy, Member; Roselli, Clark, & Associates: Terenzio Volpicelli, Kat Carpenter; Parker Elmore, Odyssey Advisors.

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

Recognition of Nora Keavany’s Selection to Perform in the National Association for Music Education's All-Eastern Treble Choir

The Board reviewed the January 15, 2015, excerpt from the Milford Daily News.

Mr. Rossi read the excerpt from the Milford Daily News. Ms. Keavany explained the number of students who applied to perform. Ms. White asked if she sings at the high school basketball games. She confirmed. Mr. Trindade asked how she got to this point. She stated she began voice lessons in eighth grade, is part of the choir, and sings in the musicals. She said she will not major in this in college but will most likely join an acapella group. She sang at the VFW for Memorial Day. She is not sure yet where she wants to go to college. Ms. Keavany shared a story of when Nora was five, she never wanted to do soccer and gymnastics but wanted singing lessons.

Mr. Trindade then read a proclamation for Gerard “Gerrie” Lindsey. Mr. Trindade explained his activities supporting the community. He asked for a moment of silence.

Mr. Boynton asked for a moment of silence in memory of Jimmy Coakley, the Town’s plumbing inspector. He explained and commended him on his job passion and compassion with residents. He was active in the Evergreen Cemetery transition to the Town.

Public Comments: Mr. Boynton stated this week two employees are departing, Joanne Russo, Treasurer/Collector who will be going to the Town of Dover, and Liz Langley, noting this is her last meeting.

Approval of Minutes: February 3, 2025

The Board reviewed the February 3, 2025, draft minutes.

Mr. Rossi asked to add “truck” after International on page 2, line 80, and on page 6, line 276 to change “HEC” to “MEC”.

Mr. Trindade moved that the Board approve the minutes for February 3, 2025. Ms. White seconded. No discussion. VOTE: 3-0-0.

Approval: Historical Society Fundraiser Banner Display at Six Town Locations

The Board reviewed the photos showing the location of the proposed banner placement at the six following locations: (1) Intersection of Summer Street and Milford Streets, (2) Intersection of Franklin and Main Streets, (3) Ide House, (4) Intersection Main Street at Charles River Bank Exit, (5) Intersection of Holliston and Main Streets at Berkshire-Hathaway Corner, and (6) Parks and Recreation at 123 Holliston Street, and the relevant zoning bylaw.

Mr. McCarthy described the banner size and passed out a draft example noting their graphics person will be working on cutting down the wording. They will be at the Medway Library three to four days per week selling raffle tickets and are working with other locations to see if they will allow them to set up there. Specific contact phone numbers will be posted via the website for purchase as well. Mr. Trindade and Ms. White stated their support. Mr. McCarthy stated they have many events that they will need approval of banner placement. Mr. Trindade shared other events that they may want to reach out to including the school and Little League for approval of selling the raffle tickets. Mr. McCarthy will provide a listing of future events so that the Select Board can approve the banners all at once.

Mr. Trindade moved that the Board approve the Historical Society’s request to display fundraiser banners at the six Town locations as discussed. Ms. White seconded. No discussion. VOTE: 3-0-0.

Presentation: Fiscal Year 2024 Other Post Employment Benefits (OPEB) Valuation

The Board reviewed the Governmental Accounting Standards Board (GASB) Letter from Odyssey Advisor, GASB Report from Odyssey Advisors, GASB 75 Percentile Statistics, OPEB Frequently Asked Questions (FAQs), and PowerPoint presentation.

Mr. Elmore explained why an OPEB report is needed. He explained this is accrual accounting allowing comparisons to other Towns. Medway’s liability went down from \$37, 507,482 in 2023 to \$26,787,230 in 2024 due to the increased interest rate and the high employee turnover. He noted assets went from \$2.7 to \$3.4 million. Medway is 12% funded and at the 55th percentile compared to other communities. OPEB will be fully funded by 2043-2044. Mr. Rossi asked about the increase in the discount rate. Mr. Elmore stated this is due to the change in the forward-looking expectations noting it went from 5.53% to 6.81%. Mr. Elmore explained the service cost which is deferred compensation. He then explained the financial statement expense which includes things that are amortized over different periods. Mr. Elmore stated the Town saved \$2.3 million due to the increase in the discount rate. The Town had a higher turnover than expected. The mortality table resulted in a decreased liability of \$730,000. He stated the Town had a higher-than-expected number of retirees which increased the liability by \$1.7 million. Mr. Boynton explained the Norfolk County Retirement System (NCRS) mortality table impact discussed at the managers' meeting that occurred today. The life expectancy is going up so the liability will go up. Mr. Elmore stated they use the Public Employee Retirement Administration Commission (PERAC) for mortality table data. Mr. Boynton explained that NCRS went from a payroll-based system to an actuarial-based system, led by Medway, which positively impacted Medway. Mr. Boynton stated Medway gives \$3.7 million each year to NCRS. Mr. Elmore explained each actuarial assumption: discount rate, term rate, retirement rate, election percentage, and healthcare cost inflation. He

explained how Medway compares to the surrounding towns and the state average. He then reviewed the service cost per active employee. He stated Medway should be fully funded in the 2040s. Mr. Rossi stated he has been volunteering for the Town for 18 years and initially \$25,000 was funded and shared we now have over \$3 million. Mr. Trindade stated we added a surtax to the meals tax and that is what is funding this. Mr. Rossi stated it costs \$.75 for a one-hundred-dollar meal.

Presentation: Fiscal Year 2024 Financial Statements

The Board reviewed the FY2024 financial statements.

Mr. Volpicelli stated this was the final year of a five-year engagement noting this was a financial audit and not a forensic audit. He referenced the letter noting management is responsible for the appropriate selection and use of financial policies. He stated there were no difficulties or disagreements with management during this audit and found no material weaknesses or deficiencies. The audit opinion was clean and unedited. He explained the audit process that was followed. He explained the Town's 2024 reserve ratio was over 22% which S&P considers very strong. He stated S&P rates the Town as AAA. Ms. Carpenter reviewed the stabilization funds over the past two years noting they were strong. She reviewed the expenditures and expenses noting these were also positive. The Town's debt service was also a positive at 5%. Mr. Volpicelli stated the Town's financial team provided high quality reporting. Mr. Trindade shared his experience when the Town was in receivership noting the Town's long-term planning will never allow us to go back to that experience. Mr. Boynton commended Ms. Pratt and her finance team. Mr. Boynton stated we need to continue to plan for cybersecurity. He stated we may need to consider increasing the OPEB contribution moving forward. He said we spend \$2.5 million yearly on capital expenses and need to consider inflationary factors. He noted this is ten-plus years with no management letter. Mr. Rossi commended Ms. Pratt, Ms. Potter, and Mr. Boynton on their efforts.

Approval:

- a. **Contract with Salmon Home Care, LLC for Public Health Nursing Services – Not to Exceed \$1,500/Month**
- b. **Contract with Truax Corporation for Catch Basin Cleaning and Sewer Jetting and Cleaning – Not to Exceed \$100,000 per Year for Two Years**
- c. **Contract with Sunshine Paving Corporation for Paving, Milling, Reclaim, and Casting Adjustments – Not to Exceed \$1,500,000 per Year for Two Years**

The Board reviewed the memo from Derek Kwok, contract, memos from Peter Pelletier, bid results, and contracts.

Mr. Kwok explained the need to find new public health nursing services for the Town as the public health nurse at the Natick-Walpole VNA quit and they are not filling that position.

Mr. Trindade moved that the Board authorize the Chair to execute the contract with Salmon Home Care, LLC as presented. Ms. White seconded. No discussion. VOTE: 3-0-0.

Mr. Pelletier stated we have used Truax since he began working here noting only two companies in the state perform these services.

Mr. Trindade moved that the Board authorize the Chair to execute the contract with Truax Corporation as presented. Ms. White seconded. Discussion: Mr. Rossi asked if this is part of the DPW budget. Mr. Pelletier confirmed. **VOTE: 3-0-0.**

Mr. Pelletier stated this is another contractor we have had good experience with noting this will be their fourth year with us. Mr. Boynton confirmed the quality of work of this vendor.

Mr. Trindade moved that the Board authorize the Chair to execute the contract with Sunshine Paving Corporation as presented. Ms. White seconded. No discussion. VOTE: 3-0-0.

Ms. White commended the Town on their work on the streets noting the sidewalks are very icy. Mr. Pelletier stated the sidewalk tractors go out after the plows and due to the way the storm happened, this was unavoidable. Mr. Boynton directed anyone who has specific areas of concern, to contact DPW. Mr. Boynton stated we have spent \$400,481 out of the budgeted amount of \$535,600 on snow and ice. These storms have been nuisance storms, and the nature of the storms has resulted in a lot of overtime and salt usage.

Discussion/Vote: Landfill and Recycling Center Changes

The Board reviewed the memo from Peter Pelletier.

Mr. Boynton stated at this point, the Board does not need to take a vote. The changes are mandatory from conversations with the Department of Environmental Protection. The three changes include no yellow bags, no bulk items, and no swap items. We are exploring options for the expansion of curbside bulk pick-up with Lawrence Waste. We will continue to review this, and the Trash and Recycling Program Review Committee will continue to work on this. Mr. Rossi read all the items still acceptable to be brought to the recycling center. Mr. Rossi thanked Mr. Boynton relative to the public service announcement. Mr. McDermott stated they will be meeting in Sanford Hall next Monday at 6 pm and the meeting will be broadcast on Medway Cable. Mr. McDermott stated the monthly average of large bulk items. Mr. Pelletier stated from FY21 to FY24 one percent of the population uses this. Mr. Trindade stated creating a video showing what is acceptable would be very helpful. Mr. Boynton commended Mr. Pelletier, Mr. Lynch, Ms. Carlisle, and Mr. Carew on their efforts. Mr. Boynton explained the need to be cognizant of the total number set for bulk pick-up, so it does not impact our total tonnage. Mr. McDermott stated the amount of data DPW has is commendable.

Discussion/Vote: Approval of Letter to Legislators Regarding State Local Aid Funding

The Board reviewed the proposed letter to the legislators regarding state-local aid funding.

Mr. Boynton stated we are not asking for a specific earmark but for general funding.

Mr. Trindade moved that the Board approve the letter's content and to send the letter to the legislators as discussed. Ms. White seconded. No discussion. VOTE: 3-0-0.

Discussion: Reinstating Legislative Breakfast

There were no materials for the Board to review.

Mr. Boynton stated it has been a couple of years since this has been done and suggested scheduling this in April. The Board agreed.

Vote: Close May 12, 2025, Annual Town Meeting Warrants and Refer the Zoning Articles to the Planning and Economic Development Board

The Board reviewed the draft warrants

Mr. Trindade moved that the Board close the May 12, 2025, Annual Town Meeting warrant and refer the zoning articles to the Planning and Economic Development Board. Ms. White seconded.

Discussion: Ms. White asked if the Ide House renovation was included. Ms. Potter stated there is a placeholder article. **VOTE: 3-0-0.**

Action Items from Previous Meeting

The Board reviewed the action items dated February 3, 2025.

This agenda item was not discussed.

Town Manager's Report

There were no items for the Board to review.

Budget Meeting – Saturday, March 1st – 8:00 AM: Mr. Boynton reminded all of the budget meeting schedule for Saturday, March 1st at 8 am in Sanford Hall.

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

- February 28th - COMM Chief Swearing In

NEXT Select Board Meeting – March 3, 2025, - Regular Meeting

Time for Items Chair Did Not Reasonably Anticipate To Be Discussed

There were no materials for the Board to review.

This agenda item was not discussed.

Select Board's Reports

There were no items for the Board to review.

Ms. White reported the varsity boys' basketball team is number 1 in the Tri-Valley league. There is a game tomorrow at Holliston at noon, one more regular season game, and then they go to the playoffs. Last Monday, she attended the second annual police awards and stated the department is outstanding. Megan Casey stopped a car at the Medway-Milford line, the driver had a gun on his seat, and she grabbed the gun. Mr. Trindade stated we need more notice of this event so we can attend. Mr. Boynton reported the civil service list was released and his discussion with Chief Kingsbury about filling the open positions. He stated there will be two sergeant promotions and an additional School Resource Officer noting Megan Casey will be promoted to patrol sergeant.

Mr. Trindade stated this year's varsity boys' basketball team had three games that were buzzer-beaters.

At 8:43 PM, Mr. Trindade moved to adjourn. Ms. White seconded. No discussion. VOTE: 4-0-0.

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