

**Select Board Meeting
April 7, 2025, 7:00 PM
Sanford Hall, Town Hall
155 Village Street**

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

Staff Present: Michael Boynton, Town Manager; Allison Potter, Assistant Town Manager; Carol Pratt, Finance Director; Peter Pelletier, Department of Public Works (DPW) Director; Nolan Lynch, Assistant DPW Director; Alexander Williams, Treasurer Collector; Jon Ackley, Building Commissioner.

Others Present: Evan Batcheller; Tim Harris, Planning & Economic Development Board

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

Mr. Trindade then read a proclamation for Eugene “Cappy” Capozzoli. Mr. Trindade explained his devotion to his family, friends, fitness, patriotism, veteran affairs, and many activities supporting the community. Mr. Rossi asked for a moment of silence.

Public Comments:
There were none.

Approval of Minutes: March 1, 2025, and March 17, 2025
The Board reviewed the draft minutes from March 1, 2025, and March 17, 2025

On the March 1, 2025, minutes, Mr. Rossi requested on page 1 line 33 to insert “hour” after 37. On page 3 line 22 he asked to replace “\$2,000,000” with “up to \$1,000,000 to acquire capacity”. On page 6, line 28 he requested to replace “cost” with “insurance fees” and on page 7 line 6 replace “accounts for” with “uses”.

Mr. Trindade moved to approve the minutes as amended for March 1, 2025, seconded by Mr. Rossi. VOTE 5-0-0.

There were no changes made to the March 17, 2025, minutes.

**Mr. Trindade moved to approve the minutes as presented for March 17, 2025, seconded by Mr. Rossi.
VOTE 5-0-0.**

Mr. Trindade exited the meeting for an obligation and will return later this evening.

Update: Medway Post Office Location – Select Board Member Crowley

Mr. Dennis Crowley provided a comprehensive update on the Medway Post Office situation to address misinformation circulating in the community. He clarified the origins of the issue, noting that Representative McGovern and other federal representatives sent a formal letter to USPS over a year ago, urging resolution. Despite limited responses, Mr. Crowley has maintained periodic contact with USPS officials. Recently, USPS representatives visited Medway to inspect three possible new locations. While Mr. Crowley was denied a formal meeting with them, he encountered them informally and learned that two potential sites include a small retail unit next to the quilt shop at Medway Plaza and a vacant bank location, which was later ruled out for being too large. He believes the USPS is planning a retail-only postal unit in Medway, rather than a full-service Post Office. This would impact package handling, certified mail, and mail holds—some services may need to be redirected to Bellingham. No definitive timeline was provided, but Mr. Crowley anticipates a resolution within 6–9 months and expects the closure of the Village Street location.

Appointment Consideration: Registrar of Voters – Eric Batcheller

The Board reviewed the Registrar of Voters memo, Evan Batcheller Email and Endorsement

Mr. Batcheller shared his background, noting he has lived in Medway for over 20 years and currently works as an account manager. He expressed a desire to give back to the community and found this opportunity aligned with his professional skills. The board was supportive of his willingness to serve.

Ms. White moved to appoint Evan Batcheller as the Registrar of Voters for the term expiring March 31, 2028, seconded by Mr. Alessandri. VOTE 4-0-0.

Appointment Consideration: Tax Possession Custodian- Alexander Williams

The Board reviewed the Tax Possession Custodian Memo and MGL Ch60, Sec 77b, Tax Possession Custodian

Mr. Boynton introduced the Town's new Treasurer/Collector, Alex Williams, noting it was a dual-purpose agenda item to welcome Mr. Williams and appoint him as the Tax Possession Custodian. Mr. Boynton acknowledged the transitional support provided by Mary Bousquet, the retired Treasurer/Collector from Holliston. Ms. Bousquet served as interim for about six weeks, helping to prepare for Alex's arrival and ensuring a smooth transition. Mr. Williams brings 12 years of Municipal Treasury experience, having worked in Springfield, Provincetown, and most recently Georgetown. He expressed enthusiasm about joining the team and continuing the work already underway. Mr. Rossi asked about property sales handled through the Treasurer's office. Ms. Pratt explained that while sales of tax-foreclosed properties are infrequent, having someone in the Treasurer role is essential for that process and that new legal changes have made the process more complex. Mr. Boynton elaborated on a court ruling from the Massachusetts Supreme Judicial Court which now requires towns to return any equity gained from such property sales—beyond taxes owed and associated costs—to the original property owner. Mr. Rossi acknowledged this legal nuance, confirming he had reviewed the applicable state law.

Mr. Alessandri moved to appoint Alexander Williams as the Tax Possession Custodian for the Town of Medway as discussed, seconded by Ms. White. VOTE 4-0-0.

Approve: Bartlett Consolidated LLC for Guardrail Installation – Two-Year Contract, Not to Exceed \$25,000 Per Year

The board reviewed Memo and Barlett Consolidated Contract

Mr. Pelletier stated we have used Barlett for 18 years with great results.

Mr. Alessandri moved to approve the contract with Bartlett Consolidated LLC as presented and authorize the Chair to execute it, seconded by Ms. White. VOTE: 4-0-0.

Approve: Pavement Maintenance Systems, Inc. for Asphalt Infrared Repair – Two-Year Contract, Not to Exceed \$50,000 Per Year

The Board reviewed the Memo and Pavement Maintenance Contract

Mr. Lynch state we have had a contract with them for 8-10 years, pleasure to work with them, great company. Mr. Crowley requested an updated Certificate of Insurance.

Mr. Alessandri moved to approve the contract with Pavement Maintenance Systems, Inc. as presented and authorize the Chair to execute it, pending receipt of an updated certificate of insurance, seconded by Ms. White. VOTE 4-0-0.

Approve: InfoSend NE, LLC for Water/Sewer/Trash Billing Services – Three-Year Contract

The Board reviewed the Memo and InfoSend Contract

Mr. Pelletier stated the contract for billing services related to water, sewer and trash went out to bid. InfoSend emerged as a cost-effective and suitable option with good references. He elaborated that the switch is expected to simplify the billing process and reduce costs, as InfoSend's rates—based on a per-unit billing model—are significantly lower than what was previously paid. Mr. Crowley inquired about the reliability of the previous vendor, BillTrust, and why it was not considered further; Mr. Pelletier clarified that BillTrust did submit a bid but was no longer a viable option due to their removal from the state list and higher pricing. Mr. Pelletier concluded that InfoSend offered both compliance and cost savings, making it a favorable transition.

Mr. Alessandri moved to approve the InfoSend NE, LLC contract as presented and authorize the Chair to execute it. Seconded by Ms. White. VOTE 4-0-0.

Update/Vote: Landfill Next Steps

The Board reviewed the Landfill Cap Memo and Landfill Permitting Proposal

Mr. Boynton addressed the Landfill Cap and emphasized that while it is labeled a “next step,” it is the first tangible action following the unsuccessful search for documentation proving the landfill was properly capped. He explained that the Town now needs to proceed into the exploration phase by bringing in Weston & Sampson, an environmental engineering firm, to develop a boring and sampling plan. This plan, once submitted and approved by the Department of Environmental Protection (DEP), would allow the Town to begin testing the site using its own

equipment, under Weston & Sampson's supervision. The goal is to determine whether the cap applied in 1982 was adequate and remains in compliance with regulations. Mr. Pelletier added that the results of this testing will influence whether the Town can eventually apply for a Post-Closure Use permit, which would enable some use of the site, depending on the DEP's findings. Ms. White inquired about the possibility of using the site in the meantime, but Mr. Boynton clarified that the timeline is highly conditional. If the cap is intact, the process could move toward reuse with additional permitting and monitoring, including methane gas and fluid testing. However, if the cap is compromised, a separate and potentially costly contract would be needed to design and implement repairs—ranging from minor fixes to significant structural changes requiring relocation of facilities. Mr. Crowley noted that residents should expect the swap area and yellow bag drop-off to remain closed for at least two to three years. Mr. Boynton stated that the sampling and analysis alone would take up to five months. He stressed the importance of cooperative engagement with DEP and recognized the Town's responsibility to ensure environmental safety, particularly given the landfill's proximity to the aquifer. Mr. Pelletier further clarified that Weston & Sampson's \$35,250 contract includes submitting required permits, designing the test pit plan, and analyzing soil samples. Mr. Crowley noted that the fee will be paid out of the Town's Solid Waste Enterprise Fund. He raised concerns about labor costs for DPW's involvement and Mr. Lynch estimated the labor costs for the first phase to be minimal—around \$500–\$600. Lastly, it was noted that the Town's Trash and Recycling Committee is separately reviewing adjustments to the trash billing structure due to deficits in the solid waste account, which are unrelated to the potential future costs of recapping the landfill.

Mr. Alessandri moved to approve the plan of action for the Landfill and authorize the Town Manager to execute the Weston & Sampson proposal as discussed, seconded by Ms. White. VOTE 4-0-0.

Approval: Hybrid/Electric Vehicle Conversion – Medway Energy Center Host Community Agreement Item

The Board reviewed the Vehicle Replacement Memo and Medway Energy Center Host Community Agreement – Section 6

The Board approved the use of \$165,000 from the Medway Energy Center Host Community Agreement to convert several municipal fleet vehicles to electric and hybrid models. The funding will support the purchase of two all-electric Nissan Leafs, one hybrid Ford Maverick, and one hybrid Explorer SUV. Additionally, two new dual port charging stations will be installed at Town Hall and the DPW garage. Mr. Lynch noted the infrastructure is mostly in place for the charging stations, and the Town will remain under budget. Mr. Crowley asked about potential charges incurred if other residents were to use it, and Mr. Lynch stated they would be paying with a credit card for such usage. Town vehicles have an internal payment card for use. The board discussed cost savings and potential usage metrics, with further analysis expected in an upcoming report.

Mr. Alessandri moved to authorize the expenditure of the Medway Energy Center Host Community Agreement funds for the Municipal Electric and Hybrid Vehicles Conversion Program as presented, seconded by Ms. White. VOTE 4-0-0.

Update: Hanlon Field Bid Results

The Board reviewed the Hanlon Field Bid Information

Mr. Boynton provided a comprehensive overview of the recent bid results for the Hanlon Field project, highlighting the unprecedented range in pricing and the implications of selecting synthetic turf versus a grass field. The lowest bid, submitted by Argus Construction, came in at \$2,029,500 for turf installation with crumb rubber and a shock pad. Additional costs include lighting, contingency funds, and related components, bring the total project estimate to approximately \$2.63 million. Additional bids came in offering alternative infill materials or a switch to a grass field. The cost variance between synthetic and grass options was significant, with the latter requiring potentially costly irrigation, higher contingencies due to unknowns, and long-term operational costs. Mr. Crowley emphasized the rising project costs due to delays and the \$166,000 increase from last year's bid. Discussions included funding challenges, CPC involvement, and the broader implications of choosing grass, such as increased maintenance, loss of rental income, reduced usage, and the need for up to six additional fields. Mr. Alessandri and Mr. Crowley raised concerns over operational impacts of grass, including water usage and youth sports displacement. A community forum was scheduled for April 14th to discuss the proposal and seek public input. The board emphasized the long-term implications of turf versus grass in terms of cost, scheduling, and field availability

Update: Jacob Ide House Project Bid Results

The Board reviewed the Ide House Bids and Designer Cost Estimate

Jon Ackley, Building Commissioner and OPM, presented an update on the historic restoration of the Jacob Ide House. The lowest construction bid came in at approximately \$997,000; however, with 10% contingency and project oversight costs, the total estimated cost is \$1.25 million. Ms. White explained that the property was purchased because it is one of the few intact historic buildings remaining in Medway, and it is intended for use by the Medway Historical Society. Funding is proposed through the CPC's Historic Preservation funds, which is expected to be nearly depleted by the project's completion. The Board discussed the historic value and educational significance of preserving the house and acknowledged the Historical Society's ongoing fundraising efforts. Mr. Crowley inquired whether the contingency funds were sufficient, and Mr. Ackley expressed confidence with the current plan. The project is pending CPC approval. Mr. Alessandri emphasized the importance of preparing a clear and compelling presentation for Town Meeting to effectively communicate the project's value and its funding through the Historic Preservation funds, which are solely intended for projects such as this.

Action Items from Previous Meeting

The Board reviewed the Feb 3, 2025, Action Item List

The Board requested to change action item #6, Updated Road and Sidewalk plan, to February 2026.

Town Manager's Report

Mr. Boynton reported that the Town's snow and ice spending totaled \$511,000, staying under the \$535,000 budget, with only a minor unpaid bill expected. This allows free cash to be used for other needs, including a \$210,000 article at Town Meeting to fund legal work for the Redevelopment Authority's land acquisition efforts. Health insurance rates were successfully locked in at a low 4.7% increase for next year, well below the state average, thanks to participation in the Massachusetts Strategic Health Group. However, he noted concerns with Tri-

County, which is leaving the Health Group with a \$1.2 million deficit. The Group has given Tri-County and other departing members until April 15 to pay their share, as remaining members should not be responsible for the shortfall. Lastly, Mr. Boynton reminded the Board of the Legislative Breakfast on Saturday morning and the Finance Committee's public hearing on Wednesday night.

This time is being reserved for topics that the Chair did not reasonably anticipate would be discussed.

Mr. Crowley proposed adding a non-binding question to the May election ballot to ask residents if they support the \$7,000 cost of mailing the Finance Committee report to every household. He felt it would help gauge whether the effort is valued by the community. Mr. Alessandri and Mr. Boynton raised concerns about the limited feedback from a low-turnout election and suggested using social media instead or in addition. The Board debated whether the purpose of the mailing was to better inform residents and or increase participation. While opinions varied, the Board agreed to proceed with the ballot question and potentially use social media afterward to gather broader feedback. Mr. Boynton reminded them a final decision and exact wording was needed that night due to the printing deadline.

Mr. Alessandri moved that the Board add a non-binding ballot question asking "Do you support the ongoing expenditure of \$7,000 to mail the Town Finance Committee Handbook to each residence prior to the Annual Town Meeting", seconded by Ms. White. VOTE 4-0-0.

Discussion/Vote: May 12, 2025, Special and Annual Town Meeting Warrants, Including Re-opening Special Town Meeting Warrant to Add an Article (Utility Easement Authorization)

The Board reviewed the Special Town Meeting Warrant and Annual Town Meeting Warrant

Mr. Alessandri moved to re-open the Special Town Meeting warrant to insert a new article to authorize a utility easement at Medway Middle School and to then close the warrant, seconded by Ms. White. VOTE: 4-0-0

STM Article 1: Prior Year Bills

Mr. Alessandri moved the Board approve Article 1 of the Special Town Meeting warrant, seconded by Ms. White. VOTE: 4-0-0

STM Article 2: Free Cash Transfer: Snow and Ice Deficit

Mr. Alessandri moved to note that Article 2 of the Special Town Meeting is to be passed over, seconded by White. VOTE: 4-0-0

Mr. Alessandri moved to close the Special Town Meeting Warrant, seconded by Ms. White. VOTE: 4-0-0.

STM Article 6: Authorize Utility Easement – 45 Holliston Street

Mr. Lynch discussed giving permission to Verizon to use the underground infrastructure installed under the gravel lots.

Mr. Alessandri moved the Board approve Article 6 of the Special Town Meeting warrant, seconded by Ms. White. VOTE: 5-0-0

ATM Article 7: Appropriation: FY26 Water Enterprise Fund

Mr. Alessandri moved the Board approve Article 7 of the Annual Town Meeting warrant, seconded by Ms. White. VOTE: 4-0-0

ATM Article 9: Appropriation: FY26 Solid Waste Enterprise Fund

Mr. Alessandri moved the Board approve Article 9 of the Annual Town Meeting warrant, seconded by Ms. White. VOTE: 4-0-0

Mr. Trindade returned to the meeting

ATM Article 29: Citizens' Petition

Tim Harris, 14 Kings Lane, addressed the Board on the Citizens' Petition requiring identification at Town Meetings. He stated that a similar article was approved in the Town of Bellingham and by the Attorney General in 2013. He noted that only 2–4% of the town's population is typically represented at Town Meeting, and with approximately 125 homes turning over each year, a small number of votes can significantly influence outcomes. He added that while the process is currently trusted, there is no way to verify its integrity. Ms. White questioned why the proposal targets Town Meeting and not elections; Mr. Harris responded that implementing it for elections would require gathering more signatures. Mr. Alessandri expressed concern that the proposed process contains several loopholes, such as allowing a utility bill or library card as proof of residency. Mr. Rossi inquired about the Bellingham process and Mr. Harris noted that check-in times were slightly longer. Mr. Crowley acknowledged past contentious tie votes at the Town Meeting and suggested that having this process in place could have added greater integrity to the outcome. Mr. Trindade expressed concern about how senior citizens without identification would be accommodated. Mr. Alessandri also mentioned the possibility that an 18-year-old attending school out of town might not have an acceptable ID. Susan Alessandri, of 8 Dean Street, who works at the Town Elections and Town Meetings, stressed the need for extensive publicity so residents arrive prepared with the proper identification, given the time constraints during the final 10 minutes of check-in.

Mr. Trindade moved the Board approve Article 29 of the Annual Town Meeting warrant, seconded by Ms. White. VOTE: 4-1-0. Mr. Alessandri voted no.

ATM Article 1: Hanlon Field Track and Field Construction

Mr. Trindade moved the Board approve Article 1 of the Annual Town Meeting warrant, seconded by Mr. Alessandri. VOTE: 5-0-0.

ATM Article 2: Appropriation: Sports Field Needs Study

This article remained "To Be Determined".

ATM Article 3: CPA Fund Appropriation – Pavilion at Cassidy Field 115000

Mr. Trindade moved the Board approve Article 3 in the amount of \$115,000, seconded by Mr. Alessandri. VOTE: 5-0-0.

ATM Article 19: CPA Fund Appropriation – Miyawaki Mini-Forest at Idylbrook
This article remained “To Be Determined”.

ATM Article 20: CPA Fund Appropriation – Ide House Repair Project
Mr. Alessandri moved the Board approve Article 20 in amount of \$1,250,000, seconded by Mr. Trindade. VOTE: 5-0-0.

ATM Article 21: CPA Fund Appropriation – Trail Development
This article remained “To Be Determined”.

ATM Article 22: Appropriation: Community Preservation Committee
Mr. Trindade moved the Board approve Article 22, seconded by Ms. White. VOTE: 5-0-0

ATM Article 25: Accept Public Ways – Little Tree and Rustic Roads
This article remained “To Be Determined”.

Select Board Reports

Mr. Trindade provided an update on the planned recognition of the Medway High School Boys’ and Girls’ Basketball teams, noting that the boys’ coach responded to an email and was available the same night as the girls’ event, and he emphasized the importance of recognizing each team separately at the meeting. Mr. Crowley asked to review documentation related to the Turf Field Report and raised concerns about a poor sound system at the Middle School. Mr. Rossi requested those questions be saved for the appropriate agenda item and redirected the conversation to community updates. Mr. Rossi announced the upcoming Clean Sweep event on April 26, where teams will go directly to their designated cleanup locations. He praised Medway Troop 108 for conducting their own cleanup event in advance, dedicating three hours despite being unable to attend the scheduled date.

At 9:38p.m. Mr. Rossi motioned to adjourn the meeting, seconded by Mr. Trindade. VOTE: 5-0-0.