

**Select Board Meeting
November 17, 2025, 6:00 PM
Sanford Hall, Town Hall
155 Village Street**

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

Staff Present: Michael Boynton, Town Manager; Allison Potter, Assistant Town Manager; Carol Pratt, Finance Director; Chris Park, Principal Assessor; Cathy Carvalho, Council on Aging Director; William Kingsbury, Police Chief; Lauren Swarthout, Detective Sergeant.

At 6:00PM, Mr. Alessandri called the meeting to order and led the pledge of allegiance.

PUBLIC HEARING: FY26 Tax Classification

The Board Reviewed the Tax Classification Hearing Presentation & Legal Notice

Mr. Trindade moved the Board to open the FY26 Tax Classification Hearing, seconded by Ms. White. Roll Call; Alessandri-Aye, Crowley-Aye, White-Aye, Trindade-Aye, and Rossi-Aye. VOTE: 5-0-0.

Chris Park, Principal Assessor for the Town of Medway, opened the Tax Classification Hearing and outlined the major fiscal decisions required for FY2026: whether the Town should continue with a single tax rate or adopt a split rate; whether to implement a residential exemption commonly used in communities with large numbers of rental units or vacation homes; and whether to adopt a small commercial exemption for businesses valued under \$1 million with fewer than ten employees. He reviewed assessment data for FY26, noting that most property values are based on the January 1, 2025 assessment date, with new construction captured through June 30 under Chapter 653. Mr. Park reported an 8% increase in single-family home values driven by market appreciation and new construction, as well as a 14% jump in condominium values due to both market activity and accelerated development at The Willows. He emphasized the unusual 36% increase in commercial and industrial property values, driven primarily by the new battery energy storage facility at 49 Milford Street. Responding to a question from Mr. Crowley, who noted the significant growth in total property valuation over two years, Mr. Park clarified that Proposition 2½ does not cap increases in assessed value but rather caps the levy increase plus new growth. He also explained that the large commercial project shifted the distribution of Medway's tax base, reducing the residential share from roughly 80% to about 77.5%. He reviewed how the tax rate is calculated, showed that Medway's rate has gradually decreased over the past decade, and compared Medway with surrounding communities—highlighting that towns with lower rates, such as Bellingham and Milford, use split tax rates. When Mr. Crowley asked how the average single-family values were calculated, Mr. Park explained that he used DLS-provided data and focused specifically on Class 1 properties. Mr. Park continued by reviewing Medway's top taxpayers in both real estate and personal property, noting that Constellation West Medway, now leads the list, followed by Medway Grid, Bell Medway, The Willows, and a commercial property at 51 Alder Street. He reiterated that

only a small number of communities statewide adopt residential or small commercial exemptions, and neither exemption aligns well with Medway's property composition. Regarding the possibility of a split tax rate, he explained that while the Town could shift up to 150% of the tax burden onto commercial, industrial, and personal property, Medway's PILOT agreements limit how much of the commercial class is actually taxable, resulting in substantial burden falling on a small number of businesses. Mr. Alessandri asked what percentage constitutes a "strong commercial tax base" in other towns; Mr. Park responded that around 25% is typical, while Medway—after excluding PILOT properties—sits closer to 17–18%. He reported that the Board of Assessors voted unanimously on November 14, 2025, to recommend a single tax rate with no exemptions. Mr. Boynton added that residents should expect a tax impact this year due to increased assessed values and the need to use the full levy limit after leaving approximately \$500,000 unused last year, but emphasized that this should be a one-year anomaly. Mr. Rossi asked for confirmation that the proposed FY26 tax rate is \$14 per \$1,000, and Mr. Boynton explained that the actual impact will appear on third- and fourth-quarter bills. Mr. Crowley reiterated that the tax rate decreasing does not mean bills will go down, because rising assessments offset rate reductions, and when Ms. Pratt will know whether it has capacity next year. Mr. Boynton stated that this will become clear during the budget process, likely by March. Mr. Trindade added that adopting a split rate would severely burden small businesses for only minor residential savings, making it an impractical option. Before closing the hearing, Mr. Crowley emphasized that the Board has reviewed this information annually for decades and does not take these decisions lightly. With no public comment, Mr. Alessandri thanked Mr. Park and Ms. Pratt.

Mr. Trindade moved the Board to close the FY26 Public Tax Classification Hearing, seconded by Ms. White. Roll Call; Alessandri-Aye, Crowley-Aye, White-Aye, Trindade-Aye, and Rossi-Aye. VOTE: 5-0-0.

Mr. Rossi moved the Board to not offer a residential exemption for Fiscal Year 2026, seconded by Mr. Trindade. VOTE: 5-0-0.

Mr. Rossi moved the Board to not offer a small business exemption for Fiscal Year 2026, seconded by Mr. Trindade. VOTE: 5-0-0.

Mr. Rossi moved the Board to retain a single tax rate for Fiscal Year 2026, seconded by Mr. Trindade. VOTE: 5-0-0.

Public Comments

There were none.

Authorization to Expend Grant Funds: Elder Affairs Formula Grant to Support Seniors in the Community - \$47,952

The Board reviewed the Grant Acceptance Form, Memo, and Award Letter

Cathy Carvalho, Director of the Medway Council on Aging, presented the FY26 Elder Affairs Formula Grant awarded by the Massachusetts Office of Elder Affairs, explaining that the total grant amount is \$47,952, calculated at \$16 per elder based on 2020 census data. She noted that

the funds support senior center programming, staff costs, supplies, and exercise and entertainment programs, and emphasized that the grant does not create new positions or require any matching funds from the Town. Mr. Rossi asked why the grant letter in the Board's packet showed an October 2025 payment of \$23,976 when the total award was nearly \$48,000, and Ms. Carvalho clarified that the Commonwealth issues the funding in two equal installments and the Town had received only the first half so far. Ms. White asked whether the Town receives this type of grant every year in a similar amount, and Ms. Carvalho confirmed that it is an annual award that typically stays consistent unless the state adjusts the per-person funding formula, adding that she hopes future allocations will be based on more recent census data. When Ms. White inquired about the age threshold used to determine eligibility, Ms. Carvalho stated that the state counts all residents aged 60 and above. Mr. Crowley then asked whether new residents moving into large complexes such as The Willows are automatically counted for census or grant purposes if they do not register to vote, and Ms. Carvalho explained that they are eventually captured through updated census information, though they would not yet be reflected in the current funding cycle because this year's calculation is still tied to older census figures.

Mr. Trindade moved that the Board authorize the expenditure of the Elder Affairs Formula Grant in the amount of \$47,952, seconded by Ms. White. VOTE: 5-0-0.

Authorization to Expend Grant Funds: Jail/Arrest Diversion Grant Program to Establish a Full-Time Clinician - \$65,000

The Board reviewed the Grant Acceptance Form and Memo

Chief Kingsbury, along with Detective Sergeant Lauren Swarthout, began with the Jail Diversion Program grant. He explained that Medway previously shared a similar program with Franklin, but this new \$65,000 award—written by Sergeant Bob O'Neill—is solely for Medway and will fund a mental-health clinician through June 30th of the current fiscal year, with plans to reapply for continuation funding next year. Chief Kingsbury described the co-response model in which an embedded clinician accompanies officers to calls involving mental-health crises, conducts on-scene evaluations, determines appropriate services, and helps divert individuals to treatment rather than relying solely on police intervention. He emphasized that the prior program had been extremely successful in connecting residents with needed care. When Mr. Alessandri asked why the earlier shared arrangement with Franklin ended, Chief Kingsbury explained that Franklin shifted to using ARPA funds to hire their own clinicians, causing the previous grant to lapse; additionally, the state had held the funds for nearly two years before releasing them last week. He confirmed that the goal is to obtain the grant each year. Mr. Rossi asked whether the \$65,000 funds a single clinician and whether the period covered is a full year; Chief Kingsbury clarified that it covers one clinician from now through June 30, the end of FY26, after which they hope for renewed funding so the clinician is not lost. Mr. Alessandri then asked whether the funding covers benefits, and Mr. Boynton responded that the clinician serves as a consultant, so benefits are not part of the cost. Mr. Trindade asked how frequently the department encounters calls requiring this type of support, prompting Chief Kingsbury to report that the department has issued approximately 80 Section 12 mental-health evaluations this year alone, with many more situations—such as suicides, overdoses, traumatic incidents, and non-acute mental-health issues—where a clinician provides critical assistance. He estimated that hundreds of calls would benefit from clinical support, affirming that the program was one of the most valuable resources

the department had when active and will significantly improve response outcomes once reinstated.

Mr. Trindade moved that the Board authorize the expenditure of the Jail/Arrest Diversion Grant in the amount of \$65,000, seconded by Ms. White. VOTE: 5-0-0.

Authorization to Expend Grant Funds: Municipal Road Safety Program to Fund Traffic Safety and Pedestrian and Bike Safety Patrols - \$22,284

The Board reviewed the Grant Acceptance Form and Memo

Chief Kingsbury explained that the department received \$22,284, marking the eighth consecutive year the grant has been awarded and that the funding requires the Police Department to conduct five targeted traffic enforcement periods throughout the year: two focused on impaired driving, two on speeding, and one on distracted driving, with seatbelt enforcement incorporated into each cycle. Chief Kingsbury noted that this year's award also reinstates funds for bicycle and pedestrian safety enforcement, which had not been included for roughly three years. Although the department requested additional funding for equipment such as the popular blinking speed signs—purchased in past years through this grant—those requests were not approved due to statewide prorating of available funds; however, the overall total was higher than previous years because of the renewed pedestrian and bicycle component. When asked about areas with the greatest need for additional blinking signs, Chief Kingsbury said the department consults with the DPW and prioritizes major roadways and high-complaint areas and added that data consistently shows the highest speed ratio problem in Town is on the downhill stretch in front of the McGovern School, where a large percentage of drivers exceed the 30 mph limit by about 10 mph. Mr. Rossi asked about bike safety enforcement and specifically the department's policy on e-bikes capable of reaching high speeds. Chief Kingsbury responded that the law has not kept pace with rapidly evolving e-bike technology, explaining that while the state regulates Class 1 and Class 2 e-bikes, it did not anticipate Class 3 models that travel over 20 mph, creating a regulatory gap. He clarified that they are supposed to operate on the roadway, not sidewalks, noting that many can be modified to go even faster. He added that once an e-bike exceeds certain wattage or speed thresholds, enforcement authority becomes limited, and the legislature is working to update the relevant statutes. In response to a question about helmet requirements, Chief Kingsbury stated that helmets are mandatory only for riders under age 16. Mr. Trindade raised concerns about electric scooters, noting that children often ride them at high speeds without helmets or proper footwear, calling it "a disaster waiting to happen." Chief Kingsbury agreed, describing them as a growing safety issue. He closed by noting that the Traffic Safety Grant application was written by Sergeant Tony Nigro, who was unable to attend the meeting, and he thanked the Board for its time and support.

Mr. Trindade moved that the Board authorize the expenditure of the Municipal Road Safety Program in the amount of \$22,284, seconded by Ms. White. VOTE: 5-0-0.

Authorization to Expend Grant Funds: Justice Assistance Grant for the installation of Six License Plate Reader Cameras - \$18,000

The Board reviewed the Grant Acceptance Form and Memo

Chief Kingsbury presented the Justice Assistance Grant (JAG), explaining that the department had been awarded \$18,000 for the installation of six additional license plate reader cameras throughout town. He noted that the department currently has two cameras, in place for approximately eight years, and the new installations would bring the total to eight. He clarified that the cameras capture only license plates—not drivers, enforcement data, or red-light or speed violations—and simply record whether a vehicle traveled in a particular direction on a given roadway. He emphasized that the system has proven to be an invaluable tool for criminal investigations, locating stolen vehicles, and finding missing persons, particularly individuals with Alzheimer’s or those experiencing mental health crises. He shared several examples, including a missing resident located on Cape Cod and another case in which a suicidal individual was found in Maryland because the system pinpointed vehicle movement patterns. Chief Kingsbury acknowledged that some residents may worry about privacy, but he stressed that the system is used strictly for investigations, not proactive surveillance, and that courts have long held that observing a license plate in public is not a violation of privacy. Sergeant Swarthout added that case law on license plate readers is still evolving, but that current models capture only the rear plate and do not photograph drivers or vehicle interiors. She explained that the system logs every use, requires officers to enter a case number and a legitimate investigative reason, and is subject to internal auditing. Chief Kingsbury noted that although questions have been raised nationwide about data sharing, no court decisions have yet prohibited the technology’s use. Mr. Boynton reinforced the value of the system, explaining that although it does not prevent crimes on its own, it provides law enforcement with a critical tool for piecing together incidents such as late-night vehicle break-ins committed by organized groups traveling between communities. He highlighted that, as technology increasingly enables criminals, it is important for the police to have tools that allow them to keep pace and protect residents effectively. Sergeant Swarthout reiterated that the system is used reactively rather than monitored continuously, helping officers reconstruct events only after a crime or incident has occurred. The grant, Chief Kingsbury noted, was written by Sergeant Swarthout, who designed proposed camera locations on major roadways to maximize investigative value.

Mr. Trindade moved that the Board authorize the Justice Assistance Grant in the amount of \$18,000, seconded by Ms. White. VOTE: 5-0-0.

Contract Approval: Dore + Whittier for Municipal Complex Project Designer Services - \$4,528,326
The Board reviewed the Dore + Whittier Contract

Mr. Boynton explained that after an extensive vetting process, the Building Committee recommended Dore + Whittier as the Architects of Record, noting that they had already begun assisting with plan development, scope, and programming. He reported that the negotiated price came in roughly half a million dollars below the firm’s original proposal, following a meeting with him and Chairman Harris. Mr. Boynton also outlined the project’s financial structure: the Town has a \$7.9 million authorization, with approximately \$600,000 committed to the OPM contract and \$4.5 million allocated to the architect. The remaining balance—estimated between \$1.2 and \$1.4 million—would be preserved for construction-phase administration if the project advances. He added that this amount includes allowances for third-party services such as soil testing, civil engineering, geoenvironmental, and legal work. He noted that the next major step will be negotiating with a Construction Manager at Risk. Board members then commented and posed

questions. Mr. Trindade stated that as a member of the Building Committee, he fully supported the selection and praised the firm's performance to date. Mr. Alessandri asked whether any concerns or notable issues had been raised during committee discussions, and it was confirmed that Dore + Whittier had been the unanimous choice and whose approach stood out significantly among all applicants. Mr. Crowley questioned why the Board would not add the additional \$10,000 to the contract for reimbursable expenses upfront, noting that the firm would otherwise need to return for approval if such costs exceeded the stated limits; he stated that including the amount now would avoid unnecessary return visits and acknowledged that those expenses would be incurred eventually. Mr. Rossi asked first whether this was the same company involved with Tri-County, and Mr. Boynton clarified that Dore + Whittier serves as the OPM for Tri-County but is not the designer. Mr. Rossi then asked whether initial renderings and layout concepts—including green space locations and fire station positioning—would ultimately come before the Board, and Mr. Boynton confirmed that all final plans would indeed be submitted for Board review. He added that early renderings were already promising and provoking good internal discussions. Mr. Crowley noted that several renderings had been posted online and encouraged the public to view them on the Town website, and he and Mr. Rossi clarified that they are accessible through the Municipal Building link on the homepage under Facilities Committee information. When Mr. Alessandri asked about the next steps should the Board approve the contract that evening, Mr. Boynton explained that the process would move into construction-manager negotiations, public meetings with residents, committee-level design refinement, permitting reviews, and preparation for zoning issues anticipated in the spring. He said the goal was to be discussing cost impacts, funding strategy, and project readiness approximately one year from now, with value engineering work already underway. Later in the discussion, Mr. Crowley revisited the issue of contract allowances, pointing out that phase three—trade contractor bid, GMP award, and Town Meeting preparation—includes a \$30,000 allowance not reflected in the motion. He suggested that, similar to the proposed \$10,000 for reimbursables, the Board consider adding the \$30,000 now to avoid requiring the firm to return for additional approvals and to ensure clearer tracking of project expenditures. The Board amended the motion to include both the \$10,000 for reimbursables and the \$30,000, for a total amount of \$4,568,326.

Mr. Trindade moved that the Board approve the Dore + Whittier Contract for Municipal Complex Project Designer Services in the amount of \$4,568,326 subject to approval of Town Counsel and the Town Account, and authorize the Chair to execute it, seconded by Ms. White. VOTE: 5-0-0.

Approval: November 3, 2025, Draft Minutes

The Board reviewed the November 3, 2025, Draft Minutes

Mr. Crowley requested on page 2, line 77 to correct the spelling of Phenegar.

Mr. Trindade moved the Board to approve the amended minutes of November 3, 2025, seconded by Ms. White. VOTE: 5-0-0.

Action Items from Previous Meeting

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

This agenda item was not discussed.

Town Manager's Report

There were no back up materials for the Board to review.

Mr. Boynton provided a brief update on health insurance planning for the upcoming year, noting that the Town is actively reviewing alternative options and that he is encouraged by the progress. He stated that he expects to return at the next meeting to request a vote regarding the Town's current insurance group and the potential decision to vacate that group, explaining that the withdrawal process requires two formal steps. He then reminded everyone of the schedule for the upcoming Thanksgiving holiday, including an early closure at 2 p.m. on Wednesday, the bonfire event that evening, and the observance of the holiday on Thursday and Friday. Mr. Boynton also highlighted the annual Christmas parade taking place the following Saturday night. He closed by extending warm Thanksgiving wishes to staff, department heads, board members, and all residents.

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

There were no back up materials for the Board to review.

This agenda item was not discussed.

Select Board Reports

There were no back up materials for the Board to review.

Mr. Trindade began by reminding residents that the upcoming community bonfire still needed additional wooden pallets and it was suggested that free pallets were often available near the playground business on Route 16 in Holliston. Mr. Crowley then requested that staff provide an update on the recycling center at the next meeting, noting it had been postponed to the first week of December at the Town Manager's request. He also asked the chair to consider inviting a local Scout, Mr. Tramontozzi, to briefly present his emergency-preparedness project completed at the High School. Mr. Alessandri added a brief message wishing everyone a happy Thanksgiving. Mr. Rossi asked for clarification about the upcoming Christmas parade, confirming it begins at the high school, and Mr. Boynton explained that participants would line up for a 5:30 p.m. step-off. He announced that the parade's Grand Marshals would be retired Chief Lynch and Lieutenant Watson, and that longtime community volunteers John and Vonnice Clark would also be honored. He added that the parade concludes at Choate Park, followed by fireworks once the crowd is settled and after Richard Perella finishes his customary remarks. Mr. Crowley closed by informing residents that the annual Lions Club Christmas tree sale was beginning soon, with 1667 trees arriving either on Saturday or the day after Thanksgiving, and sales opening the Friday following the holiday.

At 6:48pm Mr. Trindade motioned to adjourn, seconded by Ms. White. VOTE: 5-0-0.

Respectfully submitted,
Natalie Lennon
Executive Assistant
Town Manager's Office