

**Select Board Meeting
December 15, 2025, 7:00 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; Peter Pelletier, Department of Public Works (DPW) Director; Nolan Lynch, Assistant DPW Director; Barbara Saint Andre, Community & Economic Development Director; Derek Kwok, Board of Health Director.

At 7:00PM, Mr. Alessandri called the meeting to order and led the pledge of allegiance.

Public Comments

Adam French of 33 West Street introduced himself as a seventh-grade student and a Second Class Scout with Troop 367 in Medway. He explained that he was attending the meeting as part of the requirements for the Communications merit badge, which involves observing how different viewpoints are expressed in community settings. Adam thanked the Board for the opportunity to attend, noting that watching local government in action helps students understand the importance of listening, clear communication, and civic responsibility. The Board complimented Adam on being articulate, confident, and impressive as they had not seen a young person participate in this way. They thanked him for attending, commending his poise, and applauding his participation as an outstanding example of youth involvement in local government.

Approval: Memorandum of Agreement with Medway Public Schools for SUP Coalition Substance Addiction Prevention Program - \$25,000

The Board reviewed the Board of Health Memo, Memorandum of Agreement and Superintendent's Letter

Health Director Derek Kwok explained that the agreement would use opioid abatement funds to help offset a portion of the Community Coalition Coordinator's salary, noting that the request was for approximately \$25,000 and that the agreement functioned similarly to a grant. Mr. Alessandri asked about the timeframe for dispersing the funds and whether there was a deadline, to which Mr. Kwok responded that the funds are spread over a longer period of several years. Mr. Crowley then asked a series of questions regarding the total funding across three related agreements, which he estimated at approximately \$62,000, and raised concerns about whether the Town would still be obligated to fund the contracts if the anticipated funds did not come in. Mr. Boynton responded that the Town does not commit to contracts unless the funds have already been received, explaining that the opioid abatement funds are received annually and are expected to decrease over time, which is why the agreements are structured on a one-fiscal-year basis, limiting the Town's obligation to funds already in hand. Mr. Crowley followed up by asking how this risk is addressed in the contract language, and Mr. Alessandri clarified that the agreement would be revisited and renewed annually for that reason. Mr. Boynton then asked Mr. Kwok to describe the team responsible for reviewing and recommending how the funds are allocated. Mr. Kwok explained that the review group includes himself, representatives from the police and fire departments, Carol Pratt, and an individual with lived experience, and that the group evaluates requests based on

community need, acknowledging that not all requests can be funded. Mr. Crowley also asked how much funding the Town receives annually from the opioid abatement funds, and Mr. Kwok responded that the Town expects approximately \$40,000 to \$50,000 per year for the next several years, noting that the funds were initially front-loaded and total roughly \$170,000, requiring careful budgeting given the approximately \$80,000 in current contracts.

Mr. Trindade moved that the Board approve the Memorandum of Agreement with the Medway Public Schools for \$25,000 for the SUP Coalition Substance Addiction Prevention Program, seconded by Ms. White. VOTE: 5-0-0.

Contract Approval: SAFE Coalition for an Opioid Prevention, Education, Recovery & Treatment Campaign - \$16,000

The Board reviewed the SAFE Coalition Contract.

Mr. Kwok explained that the Town has funded the SAFE Coalition for the past two years and that the current request represents a continuation of that support. He outlined several services the SAFE Coalition provides to the Town of Medway, including free monthly Narcan training, access to dedicated counselors, and comprehensive prevention, recovery, and education initiatives. He also noted that the coalition offers free transportation to SAFE Coalition services when needed. Looking ahead to the coming year, Mr. Kwok added that the coalition plans to introduce an outreach van and host pop-up events in Medway, which he said would be interesting and beneficial to observe. There were no questions from the Board.

Mr. Trindade moved that the Board approve the agreement with the SAFE Coalition in the amount of \$16,000 for an Opioid Prevention, Education, Recovery & Treatment Campaign, seconded by Ms. White. VOTE: 5-0-0.

Contract Approval: Community Impact, Inc. for a Regional Substance Navigation Program - \$26,230

The Board reviewed the Community Impact Contract.

Mr. Kwok explained that this agreement is very similar to contracts approved in prior years and involves work by Amy Leone of Community Impact, who collaborates closely with the Medway Police Department. He noted that when officers encounter individuals experiencing substance use issues, they are able to rely on Amy Leone and her team to provide recovery coaches and related support services to help connect those individuals with appropriate resources and pathways to recovery. Mr. Rossi commented that he hoped the program was not overly busy, and Mr. Kwok responded that, while the contract amount is again set at \$26,000, the Town has not come close to fully expending those funds in the past year, adding that usage has not even reached half of the allocated amount, which he viewed as a positive outcome.

Mr. Trindade moved that the Board approve the agreement with Community Impact, Inc. in the amount of \$26,230 for a Regional Substance Navigation Program, seconded by Ms. White. VOTE: 5-0-0.

Contract Approval: Norfolk County Sheriff's Office for Treatment, Recovery and Sober Housing - \$20,000

The Board reviewed the Norfolk County Sheriff's Office Contract.

Mr. Kwok explained that this would be a new initiative for the Town if approved, noting that the Norfolk County Sheriff's Office had approached him to help launch the program. He stated that the program is intended for Medway residents who are being released from a county correctional facility and would utilize the Sheriff's Office's Hope Center to help individuals transition into sober living. Mr. Kwok explained that the assistance would be capped at \$1,000 per individual, or no more than four weeks of sober housing, with the goal of reducing the risk of individuals relapsing or returning to prior harmful behaviors immediately following release. In response to questions from the Board, including whether the housing units would be located in Medway, Mr. Kwok clarified that the sober living placements are at facilities in surrounding communities.

Mr. Trindade moved that the Board approve the agreement with the Norfolk County Sheriff's Office in the amount of \$20,000 for Treatment, Recovery and Sober Housing, seconded by Ms. White. VOTE: 5-0-0.

Contract Approval: Tighe & Bond for On-Call Engineering Services and Technical Consulting Services

The Board reviewed the Memo & Tighe & Bond, Inc. Contract

Mr. Lynch presented a proposed on-call engineering and technical consulting services contract with Tighe & Bond, explaining that it is a standard on-call agreement intended to broaden the Town's pool of engineering firms and avoid overextending any single consultant given current workload demands. He noted that there are no specific projects currently assigned under the contract, although staff have discussed a potential grant opportunity with Tighe & Bond that would not require Town funds, and that the agreement is primarily to establish a formal paper trail should their services be needed. Mr. Alessandri asked whether the contract included a spending cap, and Mr. Lynch responded that there is no cap, as work would be authorized through individual task orders based on available funds. Mr. Crowley raised concerns about the quoted rates, noting that the rate sheet appeared to reflect older rates and questioning how rate increases would be handled over a multi-year period, particularly given the open-ended nature of the contract. He asked whether it would be appropriate to include a condition requiring Board approval if rates increased by more than a set percentage annually, expressing concern about potential cost escalation without the Board's knowledge. Mr. Boynton and Mr. Trindade responded that spending is inherently limited by departmental budgets and that, if rates became excessive, the Town would simply not use the firm's services, adding that similar rate structures exist in comparable on-call contracts with other engineering firms. Mr. Crowley continued to question how budget oversight would function if funds were shifted between line items without explicit Select Board approval, prompting discussion among members, including Ms. White and Mr. Rossi, about whether and when such information needs to come before the Board. Mr. Pelletier provided examples of how Tighe & Bond or other on-call engineers might be used, including stormwater compliance, mapping and GPS work, road and culvert projects, and water and sewer-related services, emphasizing that having multiple firms under contract allows the Town to respond quickly to emergencies and availability issues while staying within overall departmental budgets. Mr. Alessandri clarified for the record that any movement of funds or overspending of line items would be subject to internal review, with M. Pelletier noting that such matters are typically coordinated with Finance Staff. Mr. Alessandri also raised a question regarding potential conflicts of interest, to which it was clarified there were none.

Mr. Trindade moved that the Board approve the three-year contract with Tighe & Bond, Inc. and authorize the Chair to execute it, seconded by Ms. White. VOTE: 5-1-0. (Crowley opposed)

Approval: Development Agreement for 107-119 Main St.

The Board reviewed the Development Agreement

Mr. Alessandri introduced the agenda item for discussion and approval of the development agreement for the properties located at 107–119 Main Street. Mr. Boynton provided an extensive overview, noting that representatives of the development team, including Ty Fayyad of the Meehan Group and their attorney, Jonathan Silverstein, were present to answer questions. He explained that this item was both a presentation to the Select Board and an opportunity to inform the community about a development agreement, which is not a common tool in Medway and had only been used previously in a much different context at 39 Main Street under a Chapter 40B project. Mr. Boynton reviewed the history of the Main Street parcels, describing how, over the past three and a half years, leases had expired and tenants such as the post office and Burger King had vacated in anticipation of redevelopment. He outlined how the project had gone to Town Meeting twice for zoning modifications and described earlier executive session discussions related to potential land acquisition or donation, including long-ago considerations of municipal use. He explained that the current proposal represents a scaled-down version of earlier concepts, reduced from an original proposal of up to 400 units to a range of approximately 200 to 267 apartment units, along with commercial components including a bank, restaurant, and general store with a gas station. Mr. Boynton emphasized that the Planning Board would retain full independent authority through its public hearing process and that approval of the development agreement would not guarantee project approval, but would signal that the Select Board supports the concept. He highlighted the key public benefits of the agreement, including the donation of approximately six acres of land off Villa/Kelly Street, \$3.8 million in mitigation payments to the Town of Medway with \$800,000 earmarked for potential sewer capacity acquisition or expansion, and \$3 million paid over ten years for any general municipal purpose, in addition to full water and sewer connection fees that are not waived. He stressed that this level of financial mitigation is unprecedented for a project of this nature in Medway and aligns with long-standing master plan goals of creating a revitalized downtown.

Mr. Alessandri then stated for the record that because the donated land abuts his neighborhood, he would recuse himself from questioning and discussion on the matter and turned the meeting over to Vice Chair Mr. Crowley to facilitate the remainder of the discussion. Mr. Crowley began by comparing the proposed agreement to prior developments such as the 39 Main Street Chapter 40B project and Timber Crest, both of which provided little or no direct financial benefit to the Town. He commended Mr. Boynton and Town staff for negotiating what he described as the strongest agreement possible. Mr. Crowley asked Ty Fayyad to outline the anticipated project schedule, including Planning Board submission, duration of the review process, and timing of demolition and construction. Mr. Fayyad responded that the team expected to submit applications within two to three weeks, begin Planning Board hearings in February, and undergo a six- to eight-month review process, with site fencing and demolition potentially beginning in mid-summer 2026, following Planning Board approvals. Attorney Jonathan Silverstein added that the timeline depends on peer review and potential plan revisions and could move faster or slower depending on the review process. Mr. Crowley asked whether conservation issues might delay the project, and Mr. Silverstein responded that wetlands are largely within the donated land and that the developed portion of the site is already highly disturbed, making significant conservation delays unlikely. Mr. Crowley also asked whether the developer would proceed in parallel before the Design Review Committee and the Planning Board, and Mr. Fayyad explained that Design Review would likely begin after initial Planning Board hearings. Mr. Crowley further questioned whether a traffic study would be conducted, particularly in light of nearby municipal development. Mr. Fayyad confirmed that a full traffic study would be completed and could incorporate anticipated impacts from the proposed municipal complex. Mr. Crowley emphasized the importance of the agreement not waiving water and sewer connection fees, noting the substantial revenue those fees represent, and observed that building permit fees would also be significant. He then asked whether a reduction in the number of units during Planning Board review would trigger renegotiation of the agreement, and it was clarified that the agreement allows for “up to” 267 units.

Mr. Rossi asked questions regarding the donated land off Kelly Street, including its size, current wooded condition, and whether any amenities such as walking trails were planned. Mr. Fayyad responded that the parcel is approximately five and a half acres, currently wooded, and that earlier conversations with neighbors indicated a preference for leaving the land undeveloped, with no trails proposed. Mr. Rossi asked about affordable housing, and it was confirmed that 10 percent of the units would be affordable and would count toward the Town's affordable housing inventory, with water and sewer connection fees waived only for those affordable units. Mr. Rossi also asked about site layout elements shown on the concept plan, including a circular area that was identified as land owned for an existing cell tower and not part of the development. He raised concerns about on-street parking on Route 109, and Mr. Fayyad confirmed that no on-street parking is proposed and that access would primarily be through the existing signalized intersection, with additional curb cuts designed to reduce congestion and improve traffic flow. Mr. Rossi asked Mr. Boynton to clarify the purpose of the \$800,000 mitigation payment, and Mr. Boynton explained it is intended to support future sewer capacity needs, whether through acquisition, treatment alternatives, or freeing up existing capacity. Mr. Rossi also asked about the \$3 million paid over ten years, and Mr. Boynton explained that it may be used for any municipal purpose approved by Town Meeting, including capital projects or debt service, potentially offsetting future taxpayer costs. Ms. White commented on the site design, noting that parking would be largely behind buildings and not visible from Main Street, and the importance of review by the Design Review Committee to ensure the project's appearance is appropriate for a highly visible area of town. Mr. Boynton and Mr. Rossi noted that both Planning Board and Design Review proceedings are public hearings, allowing for community input. Mr. Silverstein explained that the project design aligns with the Town's form-based code and master plan goals by activating the street frontage and creating a more village-like feel. Mr. Trindade expressed strong support for the project, stating that it would revitalize downtown, benefit local businesses through increased foot traffic, and comply with modern lighting and noise bylaws. He commended the developer for quality design and fairness. Mr. Boynton added that the project maintains a 10 percent affordable housing component. Mr. Crowley asked about plans to relocate the existing 9/11 memorial, and Mr. Fayyad explained that it would be moved to the corner of Elm Street and Main Street with benches and green space. Mr. Crowley also suggested coordinating with the Fire and Police Departments to use existing buildings for training prior to demolition, which was acknowledged. He asked about the timing of the land donation, and Mr. Silverstein stated it would occur approximately 30 days after issuance of the first building permit. Mr. Crowley concluded by noting that the property owners have the legal right to pursue development subject to permitting and that the agreement reflects the developer's willingness to be a cooperative partner with the Town. Mr. Boynton reinforced that the Meehan Group has consistently demonstrated a commitment to being a responsible and beneficial presence in Medway. Ms. White and Mr. Trindade reiterated that the existing site is an eyesore and that redevelopment would be a clear benefit to the community.

Mr. Trindade moved that the Board approve the Development Agreement for the Main & Elm St. parcels as presented, authorize the Vice-Chair to execute it, and forward a copy to the Planning & Economic Development Board pending signature of the Developer, seconded by Ms. White. VOTE: 4-0-1. (Mr. Alessandri abstained.)

Approval of Minutes: November 10, 17, and December 1, 2025

The Board reviewed the November 10th, 17th and December 1, 2025, Draft Minutes

On the November 10, 2025, minutes Mr. Crowley requested on Page 7, line 325 to replace the number with 1667 trees.

Mr. Trindade moved the Board to approve the November 10, 2025, minutes as presented, seconded by Ms. White. VOTE: 4-0-0.

Mr. Trindade moved the Board to approve the November 17, 2025, minutes as amended seconded by Ms. White. VOTE: 5-0-0.

Mr. Trindade moved the Board to approve the December 1 2025, minutes as presented, seconded by Ms. White. VOTE: 5-0-0.

Discussion/Approval: Town Manager Contract

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

Mr. Alessandri explained that the Board had held an executive session at the end of the prior meeting to discuss potential modifications to the existing contract. He noted that, pursuant to the bylaws, the Board is required to conduct formal performance evaluations and stated that each Select Board member completed an evaluation of Mr. Boynton's performance across multiple categories, including financial management, personnel management, customer service and community relations, short- and long-term operational and capital planning, and overall performance. Mr. Alessandri reported that all five evaluations rated Mr. Boynton as excellent in every category and that the Board was therefore recommending two actions: extending the contract by one year through December 31, 2029, and increasing the salary above the originally stipulated amount to reflect his consistently excellent performance and to provide stability during what the Board anticipates will be a challenging period with several major initiatives underway. Mr. Crowley added that the proposed salary compensation is in line with comparable communities of similar size. Mr. Alessandri then invited Mr. Boynton to comment before the vote. Mr. Boynton reflected on his 30-year career in municipal government, including his early days working in Town Hall, and expressed deep appreciation for the confidence and trust shown by the Select Board. He stated that Medway has been his favorite stop and that he is grateful for the Board's continuity, support, and collaborative leadership style, emphasizing that the Town's success is a team effort between the Board and staff. He noted that while retirement is on the horizon, he remains committed to seeing through the significant projects ahead, including the municipal complex and other capital and operational challenges, and thanked the Board sincerely for its support.

Mr. Trindade moved the Board to approve the new contract for the Town Manager as presented, seconded by Ms. White. VOTE: 5-0-0.

Action Items from Previous Meeting

The Board reviewed the December 1, 2025, Action Item List

There were no items for discussion.

Town Manager's Report

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

Mr. Boynton reminded the Board and the public of the upcoming holiday hours, noting that Town would closing on December 24th at noon and will re-open at 8am December 29th. Additionally, Town Hall will close at 2pm on December 31st. Mr. Boynton added that this was the last meeting before Christmas and extended warm holiday wishes to all who celebrate, including those observing Christmas, Hanukkah, Kwanzaa, and other holidays. He expressed appreciation for the Medway community, stating that the Town has much to be proud of and has performed exceptionally well, and said he looks forward to

continued progress and positive developments in 2026. Mr. Boynton concluded by thanking the Select Board and wishing everyone a happy, healthy holiday season and a happy New Year.

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. Crowley shared that he had received a call from Carl Rice who asked that the Board help convey the Lions' sincere appreciation to residents for their overwhelming support of their Christmas Tree Sale. Mr. Crowley reported that a total of 1,667 trees were sold and noted that the sale sold out a full day earlier than it had the previous year. He emphasized that the Lions wished to thank not only Medway residents but also members of surrounding communities who supported the fundraiser, and he reminded everyone that all proceeds from the sale are donated, with the majority benefiting important causes such as eye research.

Mr. Rossi began with praise for the Medway Parks and Recreation Department and its director, Julie Harrington, highlighting the recently released 2026 winter brochure. He remarked on the impressive scope of programming, noting that from January through the end of April, the brochure includes well over one hundred program offerings, a reflection of the department's continued growth and the strong participation by residents. Ms. White echoed his comments, emphasizing the popularity of the programs. Mr. Rossi also announced the first annual "Merry Medway Stroll," scheduled for December 16th, 17th, and 18th at the Parks and Recreation facility, featuring music, decorations, Santa, and activities both outdoors and indoors from 5:00 to 8:00 p.m. each evening. He noted that preregistration is requested, with a \$5 entry fee, and encouraged residents to attend, adding that this inaugural event is intended to become an annual tradition.

Mr. Alessandri concluded the Select Board reports by sharing two brief items. First, he thanked Mr. Boynton for stepping in on his behalf at the recent volunteer appreciation event, explaining that he had been unable to attend due to work travel, and he reiterated his gratitude to the Town's volunteers for their service. He then extended holiday wishes to the residents of Medway, expressing hope that everyone would enjoy time to rest and be with family and friends, and thanked his fellow Board members and the Town staff for their efforts throughout the year.

At 8:11pm Mr. Trindade moved that the Board enter Executive Session, with no intent of returning to public session, pursuant to MGL Chapter 30A Section 21(6) to consider the purchase, exchange, lease, or value of real property, if the Chair declares that an open meeting would have a detrimental effect on the negotiating position of the public body. Declared by Mr. Alessandri, seconded by Ms. White. Voted by roll call; Mr. Alessandri- Aye, Mr. Crowley-Aye, Ms. White-Aye, Mr. Rossi-Aye, Mr. Trindade, Aye. VOTE: 5-0-0.

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

