

**Select Board Meeting
February 2, 2026, 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; Barbara Saint Andre, Director of Community and Economic Development; William Kingsbury, Chief of Police; Carol Pratt, Finance Director

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

Mr. Crowley left the Select Board Meeting to attend a CPC meeting

Mr. Boynton expressed gratitude towards the Police Department and Chief Kingsbury for handling an intense situation over the weekend. Under the direction of Sergeant Nigro, the officers responded to the scene with professionalism and worked with the individual to get the situation under control. The individual went into custody; later that day an officer got injured as a result from helping the individual become cooperative in the police station. He later went into medical care for the injuries. Chief Kingsbury has a well-trained staff and handles all situations with expertise.

Appointment Consideration: Katie Ryan – Affordable Housing Committee

The Board reviewed the Candidate's Statements of Interest, Resumes and Affordable Housing Committee Memo

Katie Ryan of 127 Village Street says she grew up in Medway and is planning on staying for a long time. She works at Riverside Community Care and grew into her current position of Housing Coordinator. She works with people from the Dept. of Mental Health program to find community-based living. She is familiar with subsidy programs, advocacy organizations, and housing related programs in state. Mr. Trindade says that Ms. Ryan attended the last meeting and her background is perfectly suited for the Affordable Housing Committee. Mr. Rossi asked Mr. Trindade if she would be filling in for someone else's position on the committee. He responded that she will replacing a previous member.

Mr. Trindade moved that the Board appoint Katie Ryan to the Affordable Housing Committee for a two-year term expiring on June 30, 2027, seconded by Ms. White. VOTE: 4-0-0.

Appointment Consideration: Alyssa Blake – Agricultural Committee

The Board reviewed the Candidate's Statements of Interest, Resumes and Agricultural Committee Memo

Paul Atwood sat alongside Alyssa Blake of 26 Dogwood Lane. She introduced herself by saying she has been a Medway resident for 7 years and has an interest in agriculture. Ms. Blake is currently a member of the Medway Community Farm and is passionate about having community supported agriculture. When she saw the vacancy for the Agriculture Committee, her interest grew to become a member. Mr. Atwood said he would be happy to have her join. Since losing a long-time member, Margaret Perkins, the committee has not been able to meet due to the lack of quorum and hopes to have Ms. Blake as a member to have consistent meetings. Mr. Trindade says that it is great to have the Agriculture Committee meet

because there are not a lot of farms left and having residents to spread awareness or programs to grow more farms is great for the town.

Mr. Rossi moved that the Board appoint Alyssa Blake to the Agricultural Committee for a 3-year term expiring on June 30, 2029, seconded by Ms. White. VOTE: 4-0-0.

Mr. Trindade left the Select Board meeting.

Public Comments

There were none.

Discussion/Vote: Local Historic District Study Committee for Rabbit Hill

The Board reviewed the Local Historic District Study Committee for Rabbit Hill Memo

Shelia Dubrawski of 42 Winthrop Street, Annmarie Fontecchio of 14 Sanford Street, and Barbara Saint Andre, the Director of Community and Economic Development, introduces the idea of a new local historic district in Medway. Ms. Dubrawski informs the board that two Historic Districts are already in place, the Rabbit Hill Historic District and Village Historic District. This historic district would be a local district and does not have to be continuous along a street or specific area of Medway. The commission has sent out surveys to those with historic homes, especially in the Rabbit Hill area, to gauge interest. On October 22, 2025, the Historical Commission held a meeting for residents located in the Rabbit Hill Historic District. Those who attended the meeting had enough interest to proceed. The next step in this process is Select Board approval to create a Local Historic District Study Committee. This would be a three to seven member group, and it would be responsible for investigating and reporting on the historical and architectural significance of the buildings, structures or sites that are set to be included in the local historic district. The committee should have one architect from the local branch of American Institute of Architects. Mr. Rossi asks if Historical Society members will be included. Mr. Boynton added that alongside the architect, there needs to be one member from the Historical Society, one member from the local board of realtors and then two nominees need to be added to the committee. Ms. White asks if this group will consist of Medway residents. Ms. Saint Andre answers that not every member has to be from Medway. Ms. White asks if four people from the community were to be involved, then one Historical Society member, one realtor and one architect can be non-residents. Mr. Rossi hopes there is interest in the community for this group. Ms. Dubrawski said there was a lot of community interest, and the only concerns were about alterations made to their homes. She says that usually the historic districts can add more value to homes and the residents usually take very good care of these houses. Mr. Rossi asked how many homes will qualify around town. Ms. Fontecchio says there were about 12 that came forward with interest, but they have only targeted Rabbit Hill locations so far. Mr. Rossi asks if once the homes were identified, the committee votes to accept them. Ms. Saint Andre clarifies that the study committee is going to look at and determine what properties should go into district. The Historical Commission has done a lot of work with Rabbit Hill being the area with the most concern at the moment. The Local Historic District Study Committee can determine something different, but the commission would like it to be Rabbit Hill first. Mr. Alessandri asked what would happen if only some homeowners in a district want to be included. Ms. Saint Andre said they would include only those that want to be part of the district. The district would be a preliminary recommendation that gets filed with the state and then goes in front of the Planning Board and possibly the Select Board. Lastly, there would be a public hearing on the recommendation. The Historic District would need a 2/3 vote to pass at a town meeting, so they are starting off with people who have expressed interest. Ms. Saint Andre added that the group can be three to seven members, and suggests five or seven.

Mr. Rossi moved that the Board establish a Local Historic District Study Committee in accordance with General Laws chapter 40C, section 4, to consist of seven members, for the purpose of making

an investigation into the desirability of establishing an historic district or districts, seconded by Mr. Alessandri. VOTE 2-0-1 Ms. White abstained, as she lives in the Rabbit Hill area.

Contract Approval: Community Impact Inc. for Co-response Clinician (Police Dept) - \$65,000

The Board reviewed the Memo, Bid Results and Community Impact Inc. for Co-response Clinician Contract

William Kingsbury, Chief of Police, introduces the contract and reminds the Board that they approved the grant last month to establish a program for a co-response clinician. This is the third party that helps develop the program. The money involved is pro-rated for this fiscal year.

Mr. Rossi moved that the Board approve the contract with Community Impact Inc. as presented. Seconded by Ms. White. VOTE 3-0-0.

Presentation: Capital Plan Recommendation by the Capital Improvement Planning Committee

The Board reviewed the Capital Plan Recommendation by the Capital Improvement Planning Committee

Karen Nowicki, Chair of the Capital Improvement Planning Committee, presented the annual recommendations from the committee. She said the CIPC gathers in fall and members pick different departments to be liaisons to. Currently, she is the liaison to DPW. After they meet with the departments to go over requests, the departments are invited to a meeting to present the priorities of the requests on their lists. This was finished in early December this year. In January, the CIPC committee met to compare and average their rankings. Mr. Alessandri asks about the amount of free cash the Town currently has. Mr. Boynton states he originally planned for \$2.94 million for capital. Historically, it is at \$2 or 2.5 million, but that amount is not keeping up with inflation. If it turns out to be a major snow year, he notes there are reserves for snow and ice operational needs, with ~\$200,000 thousand hold over for next year, and \$100,000 for spring Town Meeting articles. Mr. Boynton says that if the Town continues to stay at \$2/2.5 million range for capital it will be an ongoing challenge to keep up with the needs of the Town and infrastructure. He points out there is no budget for capital. The Town uses free cash for capital items. Mr. Boynton says that free cash comes from two places. The first source would be from underestimated revenue and the second from under-expending the budget. If he is informed that they are not estimating revenue correctly, then a new line item needs to be added into the budget for capital. Or the snow and ice budget needs to increase to avoid any shortages in the fiscal year. This money, if unexpended, would fall into the free cash line item.

Mr. Boynton says that the presentation shows a detailed explanation of the capital that is requested, the recommendations from the team, and the running total of capital. Ms. Nowicki said that Mr. Crowley attended a CIPC meeting with Mr. Boynton in early December, and they have previously discussed and explained that the CIPC does not pay attention to numbers, but the priorities and needs for departments. Ms. White asks if they rank departments where the needs are most important, Ms. Nowicki says it is the average of the five members. Mr. Rossi asks about the roads and sidewalks and if the money from CIPC is \$50,000 less than previous years, Mr. Boynton said that the money Mr. Rossi is referring to comes from the general fund. Mr. Rossi asks Mr. Kingsbury if the line item for ECW is for new equipment for the police department. He responded that it is for new tasers. Ms. White asks about the line item to replace the Fire Chief's new vehicle. Mr. Boynton said the fire department got the vehicle in 2018, and once the new one comes in, the current vehicle will go to the EMS Coordinator. Mr. Alessandri asks about the line item of \$250,00 to replace asbestos flooring and if this is enough to complete this task. Mr. Boynton said the schools have quoted that price with the abatement. Ms. Nowicki referenced line item #16, about cemeteries tomb rehabilitation. The building needs to be repaired for proper utilization. Line item #42 is also for the enclosed trailer at the cemetery. She says that if the tomb rehabilitation is

successful, it is likely that the Town does not need a closed trailer. Mr. Rossi asks about the Parks & Rec site renovations. Mr. Boynton says that project involves redoing the entire parking lot at 123 Holliston Street. The deficiencies there have been addressed with the addition of islands and plantings to break up the parking lot. Mr. Alessandri asks about the timing for the design for the High School turf fields. Mr. Boynton says that they plan to have one completed in 2027 and the other in 2028 but could be pushed back a year for both. Mr. Alessandri asks about the library “weak door”. Ms. Nowicki clarifies they have an improper door and that term was used by DPW when assessing it.

Presentation: Fiscal Year 2025 Audit by Roselli & Clark Associates

The Board reviewed the Fiscal Year 2025 Audit by Roselli & Clark Associates

Terenzio Volpicelli from Roselli & Clark Associates presented the Fiscal Year 2025 audit alongside Carol Pratt, Finance Director. Mr. Volpicelli referred to his letter dated August 15, 2025, and stated the responsibilities relative to the audit were laid out in it. He informs the Board that management is responsible for selecting and employing appropriate accounting policies. The most sensitive accounting estimates pertain to pension and OPEB liabilities and allowances for doubtful accounts, which are both actuarially determined. Disclosures around these estimates are significant. He informed the Board that he did not come across difficulties with management nor were there disagreements. Financial statements were issued on November 24, 2025, with a clean audit opinion. He reviewed the management discussion on analysis of the financial condition of the Town and the result of operations, including water, sewer, and solid waste enterprise, which are reported on full accrual basis, and statements for the OPEB Trust and private purpose trusts such as scholarship funds, and the notice of financial statements and others surrounding pensions. Budgetary flexibility, which is a common measure used by rating agencies, is used to evaluate communities’ unassigned and assigned fund ratio balance, which is also known as the reserve. The Town’s reserve ratio was over 22% by June 30, 2025, and is strong. The Town is rated as an AAA community. In the beginning of Fiscal Year 2026, the Town entered with \$24.6 million in reserves which is a \$1 million increase from the previous year. These reserves consisted of free cash with \$7.2 million, CPA funds with \$6.5 million, general stabilization funds with \$5.3 million, and Capital Stabilization Funds with \$5.6 million. In the budget to actual performance in the financial statements, the FY25 revenues and other financing sources were near equal to the expenditures. There was a surplus of \$45,000 and \$3.1 million in articles carried over into FY26. The Town completed a modest general obligation bond in 2025. Most of it had to do with the water enterprise fund. The debt service as a percentage of the total general fund expenditures in 2025 was 5.4% on a statutory basis, which is a decrease from the previous year’s ratio of 5.7%. The audited financial statements include debt service tables that detail 2026 to 2030, the expected principal and interest payments, as well as the expected future debt service payments in a 5-year increments thereafter. The Town faces significant obligation for long-term personnel costs related to pensions and OPEB. The Norfolk County Retirement System limits flexibility so the Town does not have much control in managing this liability, save the adoption of a pension reserve fund. Based on its most recent actuarial valuation, the Norfolk County Retirement System was approximately 70% funded, which is expected to increase for the December 31, 2025, valuation. Medway’s OPEB plan is about 15% funded as of June 30, 2025, and has accumulated almost \$4.1 million for the future liability. The independent actuary estimates had a total liability of approximately \$27.6 million at June 30, 2025. Mr. Volpicelli wanted to remind everyone of the risks related to phishing scams and network security. He said that the Treasurer’s office is most likely to get hit with these scams, and with the new personnel these points should be reinforced if they have not already. Mr. Rossi asked about the previously mentioned debt service at 5.4%. He believed the rating agencies prefer a percentage around 8% or 9% or lower, so the Town is in good shape for now. Mr. Boynton adds there are potential large projects to fund – if revenue and budget increase, you are not negatively impacting the overall percentage and can handle more debts. He adds that the Town would not take on a new project without the ability to pay for it with new income or to pay for it from a different source than the general fund. Mr. Rossi asks Mr. Volpicelli what he sees

in other towns that causes them to lose the AAA rating so the Town can try to avoid those causes for the future. Mr. Volpicelli answers that they do not see this happening frequently, it has to do with the loss of financial reserves, which Medway has bolstered in recent years. The interest income ratio was very robust in recent years, and they are expected to climb over the next few years. Ms. White comments on Ms. Pratt saying this report gives her pride in management and the financial team; every year they get good news about the Town's finances. Mr. Boynton shares his comments on how proud he is of Ms. Pratt and her team reporting data for the Town year after year. The stability is crucial and it is amazing to see there are not any major fluctuations for the Town. Mr. Alessandri mentions the concern of AI and phishing scams and asks Mr. Volpicelli to share any new developments as they come across them.

Presentation: OPEB (Other Post Employment Benefits) Actuarial Report by Odessey Associates

The Board reviewed the OPEB Actuarial Report by Odessey Associates

Parker Elmore, representative of Odessey Associates, and Ms. Pratt presented the OPEB Actuarial Report, explaining that this report will show the accrual accounting for the Town. This report shows what happens year over year, and this year was a roll forward year, which means last year Odessey Associates gathered the sensitive information for all employees and retirees. This year they were looking for assets and pre-interest. Medway's liability went from \$26.7 million reported on June 30, 2024, to \$28.6 million as of June 30, 2025. Generally, the amount does increase every year. The funded status went from 12.7% to 14.3%, which means the Town is making progress. The last presentation talked about the AAA rating. Additionally, OPEB and pension are the two biggest debt items for the Town. This has led to some towns losing the AAA rating. For the ratings, we compete against other states and, in Massachusetts, it can be difficult to maintain this rating due to OPEB pension liabilities other states do not have. Mr. Elmore explained that the percentage of debt goes into the general fund, the higher the percentage the larger the impact on our rating. This percentage is how they rate us, for example, if the town would jump from 10% to 20%, it would have a greater impact on our general fund. Having the current AAA rating puts the Town of Medway above and beyond most towns in the state. Mr. Rossi asks Mr. Elmore about the passage of time previously mentioned, and if the assumption changes shown on the presentation are interest rate changes. Mr. Elmore answers that it is the change of interest rate and there is a certain formula for these rates. Future expectation of market return and the discount rate both matter. Mr. Boynton clarifies that the rate went from 6.8% to 6.49%; this is a 30 year projection based on the Town's portfolio and the way it is invested. Mr. Boynton reminds the Board that Norfolk County's discount rate is 7.25%, which is considered high. Income statements in municipal settings do not have a lot of earnings per share. A negative driver was the interest rates that decreased, but the liability rate increased by about \$900,000. The Norfolk County interest rate drop means higher liability and vice versa. Mr. Boynton adds that when the Town switched to Mass Strategic Health Group there was a 40% reduction rate in the Medicare program rates, which lasted for 3 years, but this year the rates increased by 50 to 60%. Mr. Rossi asked about the \$2 million for 2039 if the Town does not fund Norfolk Retirement. Mr. Boynton adds that there would be a big change for Norfolk to be fully funded. They were targeting 2030, but the mortality table is growing in age and when this changes it is a major hit to all members. Medway's saving grace was the change in actuarial assessments. There has been a huge push within the last year for the Norfolk Board to extend the age out. Legislation requires all the pension systems to be fully funded by 2040, and the date might change again.

Discussion: Select Board Sponsorship – Friends of Medway Library Mini-Golf Tournament

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

Mr. Alessandri mentions the library is holding a mini-golf tournament and is looking for sponsors. He suggests the Select Board be a sponsor for this event. Ms. White asked how much the fee is and Mr. Alessandri was not sure but believes it to be around \$250. This fee would not be paid by Town funds.

The individual Select Board members will fund their sponsorship for the Medway Public Library Mini-Golf Tournament held on March 6, 2026.

Action Items from Previous Meeting

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

This agenda item was not discussed.

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. Rossi wanted to mention how clean the roads were on Tuesday morning after the snowstorm. He said in comparison to other towns, Medway has gone above and beyond to ensure safety and maintenance of roadways.

Town Manager's Report

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

Mr. Boynton mentions the budget review meeting is coming up, and the budget is almost completed. Revenues went up and assessments rose even higher. Charter school tuition increased from ~\$400,000 to ~\$600,000. This year, by going to Southeastern Mass. Health Group, the Town will save somewhat because its current rate structure is higher than SMHG's rate structure. The problem is the following year, we go back to the one unified rate model. It is better than being self-insured, but there has been a pattern of double-digit rate increases in health insurance for about three to four years. He does not want to jump from 1 to 2% increase in FY27 to 10% plus in future years due to the budget impact.

Mr. Boynton is waiting on a final figure for Tri-County tuitions, but believes the tuition is increasing by \$200,000, Mr. Alessandri adds he has heard from other towns they have increased in price substantially. The current assessment per student is around \$25,000.

Medway Grid BESS is continuing their commissioning and testing process, and currently working with ISO to get everything working properly timely. They are required to be commercial operational by May 1, 2026. They must do a sound test with the Town's noise engineer.

He received a letter from the Postal Service notifying the Town that the Post Office decided not to go to return to their old location on Main St and will decide on a new location on Main Street.

The Board recessed at 8:48PM and resumed at 8:51PM.

Mr. Crowley and Mr. Trindade returned to the Select Board Meeting.

Mr. Rossi move that the Board enter Executive Session, with no intent to return 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, for 25, 33, 34, and 38 Winthrop St, 13 Populatic St, and 72A and 72B Main St. Seconded by Mr. Trindade and voted by roll call: Mr. Rossi -AYE, Ms. White – AYE, Mr. Alessandri – AYE, Mr. Crowley – Aye, Mr. Trindade -AYE. VOTE 5-0-0.

Respectfully submitted,
Sophia Boucher
Executive Assistant
Town Manager's Office