Select Board Meeting
October 5, 2026, 7:00 PM
Sanford Hall, Town Hall
155 Village Street

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

Absent: Glenn Trindade, Member

Staff Present: Michael Boynton, Town Manager; Allison Potter, Assistant Town Manager; Michael Fasolino, Fire Chief; Barbara Saint Andre, Community and Economic Development Director; Stephane Carlisle, Sustainability Coordinator; Pete Pelletier, DPW Director; Nolan Lynch, Deputy DPW Director;
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At 7:01 PM, Mr. Crowley called the meeting to order and led the Pledge of Allegiance.

Public Comment
There are no associated backup materials

Liam McDermott, 39 Populatic Street, stated that he was removed from the active voter list after failing to complete the annual census in January, which required him to re-register on election day. He expressed concern that many other residents will face the same surprise ahead of the upcoming November Town Meeting and Special Elections. He suggested the Town communicate more for residents to check their voter status to avoid alienating voters. Mr. Crowley noted they had discussed the issue previously and asked Mr. Boynton to inform him of the steps being taken with the Town Clerk, Stefany Grungo. Mr. Boynton explained that they plan to increase communications through the General Election, Town Meeting, and the March Special Election with help from Town officials; Mr. Crowley added that they will have the communications director, Sandy Johnston, send weekly reminders and suggested contacting the Medway Mills paper for further outreach. Ms. White concluded by agreeing that people must check their voter status, since many residents who haven't voted in the past year do not realize they may have been removed.

Mr. Boynton announced that the Massachusetts Department of Fire Services notified Chief Fasolino and the Town that four firefighter/paramedics and EMTs will be recognized at the Massachusetts Firefighter of the Year ceremony on November 23rd in Worcester for their heroic, life-saving actions. Acting Lieutenant Tim Benoit, Firefighter/EMT Brian Tracy, Firefighter/Paramedic Morgan Dunn, and Firefighter/Paramedic AJ Cavaliere responded to a raging house fire in Bellingham and rescued two victims by entering the fire and pulling them out to safety. Mr. Boynton praised this as going above and beyond and confirmed that this will be the first time the Medway Fire Department has had recipients of this award. He further commended Chief Fasolino's leadership and representation of Medway, noting it as exceptional. Finally, Chief Fasolino agreed when Mr. Crowley asked if the four recipients could come to a future meeting to be recognized by the Select Board and explain the award process and their experience.

Select Board Community Announcements
There are no associated backup materials

Mr. Rossi congratulated the Historical Society on the amazing transformation of the Ide House following its grand opening on Saturday, October 3rd. He noted that there are six to seven rooms filled with photos, artifacts, and detailed cards describing everything in the home. He added that the Fire Department is

hosting an open house on October 24th, from 10 am – 1 pm, and the Police Department is hosting an open house on October 31st from 9 am – 1 pm. Lastly, he mentioned that the Parks and Recreation Department will be hosting a "trunk-or-treat" event on Saturday, October 10, from 10 am – 12 pm.

Ms. White enthusiastically echoed praise for the Ide House museum and noted that the exhibits are fascinating and ever-changing, adding that this is a great addition for the Town of Medway.

Mr. Alessandri highlighted the upcoming Medway Public Library book sale on October 16, from 6 pm- 8 pm, for Friends of the Library and October 17th, from 10 a.m.- 2 p.m., for the public.

Mr. Crowley congratulated the Christmas Parade Committee on their successful Town-Wide Yard Sale, and recommended residents visit the Ide House, stating that he was amazed at the transformation and dedication the Historical Society put into the project. He asked Chief Fasolino and Mr. Boynton for an update on the recent fire at Restaurant 45 this past Friday night. Chief Fasolino explained that the incident stemmed from an Eversource power outage and a blown transformer, which caused service lines entering Restaurant 45 to catch fire, prompting a rapid response where police and firefighters quickly recognized the fire and safely extinguished it. Eversource had to drop the circuit and shut down power across West Medway while DPW Deputy Director Nolan Lynch swapped out traffic control equipment to restore the intersection's lights. Mr. Crowley further noted that the High School football game had to be evacuated due to the power outage that left nearly 1,000 people in the dark with no battery backup or working PA system, prompting Mr. Boynton to report that they are reviewing the original high school generator and field lighting conduit for upcoming capital planning to support emergency systems.

Following a brief discussion about visiting hours for the Ide House, Ms. Fontecchio noted that they are holding a meeting this Wednesday to set regular museum hours.

Contract Approval:
Local Initiative program Regulatory Agreement & Declaration of Restrictive Covenants for 56 Summer Street with site plan; Agreement between the Town of Medway and Girard Associates, Inc. for EMS Ambulance Trip Sheet Management Program; Colliers Project Leaders Amendment#1 Add-Service Proposal Contract for additional services; Dore + Whittier Construction administration and Closeout Fee proposal; Memo from Stephanie Carlisle, Sustainability Coordinator & Environ Energy Contract for weatherization services at Medway High School

a. Regulatory Agreement and Declaration of Restrictive Covenants – 56 Summer Street

Mr. Crowley introduced the approval of this agreement as a standard process for new developments featuring affordable housing units and confirmed with Ms. Saint Andre that the 56 Summer Street development consists of condominiums. Ms. Saint Andre reminded the Board that she previously sought approval to designate these units as Local Action Units (LAU), which the Board granted before sending the approval to the state agency, the Executive Office of Housing and Livable Communities (EOHLC), for formal approval. To include these units in the Town's subsidized housing inventory, the Board must approve this regulatory agreement. Mr. Crowley expressed concern about state-mandated condominium fees and the fairness of resident eligibility, questioning why eligible buyers are allowed to occupy the units if they later experience lifestyle changes that take them out of the affordable housing eligibility. Ms. Saint Andre and Mr. Boynton confirmed that they cannot evict someone based on lifestyle changes to income, and the Board lacks legal authority to reduce these fees because they are governed by external state regulations. Mr. Crowley then shifted the discussion to pricing and unit structure, noting that of the sixteen units, two will be affordable. Ms. Saint Andre explained that these affordable options include a two-bedroom priced at $297,000 and a three-bedroom priced at $336,000, emphasizing that affordable sales prices and deed restrictions are strictly dictated by state formulas from the EOHLC rather than

market values or the condo association. When Ms. White asked whether regular unit prices are known, Ms. Saint Andre replied that they have not yet been established, though they will be higher than the affordable rates. Finally, addressing Mr. Rossi's question about deed restrictions, Ms. Saint Andre clarified that eligible buyers face state-regulated limits on how much they can sell the units for in the future.

Mr. Alessandri moved that the Board vote to approve the Regulatory Agreement and the Declaration of Restrictive Covenants for the 56 Summer Street, multi-family development, and authorize the chair to execute it. Seconded by Ms. White. VOTE 4-0-0

b. Girard & Associates, Inc. – Emergency Medical Services Ambulance Trip Sheet Audit Management Program - $28,500

Chief Fasolino explained that Girard & Associates will oversee quality assurance and quality improvement by working directly with their billing company and medical director to establish benchmarks and improve overall operations. When Mr. Crowley asked about funding, Chief Fasolino confirmed the amount is already anticipated and built into the department's operating budget. Addressing Mr. Crowley's and Mr. Alessandri's questions regarding the program's duration and benefits, Chief Fasolino noted that the Medway Fire Department has a younger staff and clarified that the year-long program improves report writing, legal compliance, and patient care, while providing constructive feedback and continuing education for firefighter paramedics and EMTs. Mr. Boynton added that while the program could enhance billing accuracy, the primary goal is to raise overall service delivery.

Mr. Alessandri moved that the Board vote to approve the agreement between the Town of Medway and Girard & Associates, Inc. for the Emergency Medical Services Ambulance Trip Sheet Audit Management Program, in an amount not to exceed $28,500, and authorize the Chair to execute it. Seconded by Ms. White. VOTE 4-0-0

c. Colliers Project Leaders, Municipal Complex Owner's Project Manager – Construction, Furniture, Fixtures and Equipment, Move and Closeout Fee Phases Proposal - $1,548,767

d. Dore + Whittier, Municipal Complex Designer – Construction Administration and Closeout Phases Fee Proposal - $2,439,400

Mr. Crowley introduced these agenda items, noting that the total price has been negotiated between the Chair of the Municipal Complex Building Committee, Tim Harris, and Mr. Boynton. Mr. Boynton praised Mr. Harris for his expertise and assistance in driving down project costs from initial estimates exceeding $4 million. He emphasized that these contracts would take effect only if the overall construction project is approved and funded by Medway voters at the March Special Town Meeting. He explained that Colliers serves as the Owner's Project Manager, coordinating budgets, schedules, architects, subcontractors, and state-mandated closeout procedures. Mr. Alessandri asked for identification of the primary project partners, prompting Mr. Boynton to outline the roles of Colliers, Dore + Whittier, the design team, and Consigli, the Construction Manager. Mr. Boynton and Mr. Crowley highlighted that having the Construction Manager at the table during design minimizes costly change orders and discrepancies. Mr. Crowley noted the numerous weekly subcommittees associated with the project, which allow volunteers to contribute expertise and suggestions that designers actively incorporate. When Mr. Rossi asked whether this contract covers moving other facilities' equipment to the new building, Mr. Boynton confirmed that they will coordinate technical transitions in advance to ensure systems are operational without service gaps, noting that the police and fire stations will still accommodate walk-ins during the transition. Finally, regarding project funding, Mr. Boynton clarified that the two contracts, totaling roughly $4 million, will be drawn from separate funding streams distinct

from the previously appropriated $7.9 million at Town Meeting and the revisited borrowing amount of $6.9 million.

Mr. Alessandri moved that the Board vote to approve the construction administration agreement with Colliers as presented, subject to successful approval of the overall project by Medway voters. Seconded by Ms. White. VOTE 4-0-0

Mr. Alessandri moved that the Board vote to approve the construction administration agreement with Dore + Whittier as presented, subject to successful approval of the overall project by Medway voters. Seconded by Mr. Rossi. VOTE 4-0-0.

e. Environ Energy – Medway High School Weatherization Project - $181,462

Ms. Carlisle introduced the contract with Environ Energy, explaining that it will allow Environ to complete weatherization measures at Medway High School. She explained that it will be funded by the $125,000 Green Communities grant, recently approved by the Board, $33,309 from Eversource as utility incentives, and $23,153 from the School Department to cover the remainder of the project cost.

Mr. Alessandri moved that the Board vote to approve the contract with Environ Energy for weatherization services at Medway High School, in an amount not to exceed $181,462. Seconded by Ms. White. VOTE 4-0-0

Grant Expenditure Authorization: Burke/Memorial Parking Lot Reconfiguration - $250,000
Memo from Nolan Lynch, DPW Deputy Director, contract from MassDOT for parking lot safety improvements, and grant expenditure acceptance sheet

Mr. Lynch explained that this grant is funded by a state earmark secured through capital planning that requires Board approval to expend next year. After Mr. Crowley asked about bidding and total cost to the Town, Mr. Lynch clarified that no new bids are needed because Sunshine Paving is already a MassDOT pre-qualified contractor with the Town and $0 will be paid out of the road and sidewalks fund. Mr. Boynton noted that funds are temporarily drawn from the DPW budget, then reimbursed when the project is completed. Following questions from Mr. Rossi regarding the timeline of the parking lot reconstruction, Mr. Lynch confirmed that the entire parking lot and remaining sidewalks behind the school will be reconstructed starting June 21st, 2027, and continue throughout the summer.

Mr. Alessandri moved that the Board vote to accept and expend the $250,000 Fair Share Supplemental Budget Earmark from MassDOT for the reconstruction of the Burke/Memorial parking lot. Seconded by Mr. Rossi. VOTE 4-0-0.

Approval of Minutes: September 21, 2026
The Board reviewed the draft minutes from September 21, 2026

Mr. Alessandri moved that the Board approve the minutes from September 21, 2026, as amended. Seconded by Mr. Rossi. Discussion: Mr. Crowley pointed out a misstatement on Page 3, Line 103, regarding the Verizon Ascertainment Phase public hearing, where he incorrectly stated that pricing was largely negotiated, instead of a percentage of gross revenue being largely negotiated. VOTE 4-0-0.

Action items from Previous Meeting
The Board reviewed the action items dated August 10, 2026

This agenda item was not discussed

Town Manager's Report
There are no associated backup materials

Mr. Boynton began by congratulating Town grant efforts, announcing two major awards: a $1.3 million non-cash award from the Department of Energy Resources and Select Energy to install a battery storage unit at the DPW garage, making the already net-zero electric-charge building into a negative-charge building. The garage can collect energy to power the building and extra that can be sold back into the grid. The second grant is a $320,657 FEMA assistance to Firefighters Grant secured by Deputy Paul Molla for firefighter paramedic portable radios with a Town cost share of only $16,000. He also updated the Board on a $1.3 million federal EPA stormwater grant for the Middle School front gravel lot to help with phosphorus reduction, which was further discussed between Mr. Pelletier and Mr. Crowley as a beneficial step with minimal Town cost.

Mr. Boynton highlighted the high school secondary generator upgrade, noting that while preliminary vendor estimates are around 1 million dollars, the Town needs a better emergency backup plan for the field. Mr. Boynton then breaks down the FY '27 certified free cash projection of $7.7 million. $4 million is allocated for the Fall Town Meeting, emphasizing that $1 million will go into the general stabilization fund to offset future debt payments for the major municipal facilities project, while also addressing rising vehicle and equipment replacement costs.

Mr. Boynton and Mr. Crowley discussed upcoming open houses for the Fire and Police departments, as well as an October 29th public forum at the Thayer Homestead, where the architectural firm for the Municipal Complex Project will present building designs, neighborhood impact mitigations, and phased financing options. Mr. Boynton detailed a series of informative videos being produced by Ms. Johnston, Mr. Harris, Gibb Phenegar, Municipal Complex Building Committee Clerk, Brian Cowan, Finance Committee Chair, Ms. Carlisle, and Dr. Armand Pires, School Superintendent. These will explain existing conditions, new facility plans, and the financing strategy, which heavily relies on a $3 million PILOT agreement with the Medway Energy Center. Mr. Crowley and Ms. White stress the importance of residents educating themselves by watching these videos and taking building tours before making an informed decision when voting at the upcoming Special Town Meeting and Special Election.

Mr. Rossi asked Mr. Boynton for clarification on the McKinney-Vento line item in the Fall Town Meeting expenditures. Mr. Boynton clarified that the $64,000 McKinney-Vento state transportation reimbursement will go into the special education stabilization fund.

This time is being reserved for topics that the Chair did not reasonably anticipate would be discussed
There are no associated backup materials

Mr. Crowley opens the discussion by asking if a detailed section regarding flock cameras in the meeting minutes from September 21, 2026, can be posted separately on the Town website, leading to a brief back-and-forth with Mr. Rossi and Mr. Alessandri about whether existing online minutes and video links are already sufficient, which they deemed to be.

Mr. Crowley asked Mr. Boynton about the status of the sewer capacity agreement and funding with Franklin and Millis, prompting Mr. Boynton to explain that while the purchase agreement with Franklin is signed and locked in, they are currently working with Attorney Chris Petrini to draft an updated district agreement amendment to reflect the changed capacity numbers. Mr. Boynton informed the Board that

both the Towns of Millis and Medway must go to Town Meeting to approve the funding of the sewer capacity agreement with Franklin.

Lastly, Mr. Crowley mentioned a request from the trail committee to allow public access to the walking section of the Briggs property near Adams Street, which connects the high school and Choate Park. This sparked a debate among Board members regarding liability, remaining cleanup work, and DPW access to the road, with Mr. Boynton, Mr. Pelletier, and Mr. Lynch preferring to keep the area closed until it is fully cleared. Finally, after some back-and-forth on the condition of the path, Mr. Crowley agrees to table the matter and put it on the agenda for the next meeting.

Select Board Reports

There are no associated backup materials

Mr. Rossi inquired about why Select Board community announcements are placed at the beginning of the meeting instead of being handled under Select Board reports, leading Mr. Crowley to explain that putting the announcements first can reach more viewers, as more people leave the broadcast before the meeting is over. Additionally, it gives members a chance to circle back or add something they might have forgotten.

Ms. White invites Ms. Fontecchio to share details about the upcoming town-owned cemetery walk scheduled for Sunday, October 18th (with a rain date of October 25th) from 4:00 PM to 7:00 PM.

Mr. Alessandri moved to adjourn at 8:31 PM. Seconded by Ms. White. VOTE 4-0-0.

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