

Meeting Minutes  
June 7, 2016  
Chenery Meeting Room

**PRESENT:** Selectmen Fisher, Peterson, Marcucci; Town Administrator Sullivan; Assistant Town Administrator Trierweiler; Town Counsel Cerel; Administrative Assistant Clarke

Chairman Fisher called the meeting to order at 7:00 PM. He announced this meeting is being recorded.

Chairman Fisher asked for a moment of appreciation for our brave servicemen and servicewomen serving around the world.

### BOARD OF ASSESSORS

Tom Sweeney, Frank Perry and Yvonne Remillard members of the Board are present this evening to vote jointly a new member to fill the vacancy. The Town's March 2016 election voted for a new member, however, due to personal reasons he had to withdraw. The Assessors nominate candidate Jeffrey Skerry. They feel he is qualified and will be an asset to the Board with his legal and financial background. According to MGL Chapter 41 section 11 election is by roll call vote.

Selectman Peterson, Clerk of the Board of Selectmen made a motion to close the nominations and **it was so voted**. He called for a roll call vote. Selectmen and Board of Assessors voted unanimously to appoint Jeffrey Skerry as a member of the Board of Assessors. Chairman Fisher offered congratulations to Mr. Skerry.

### PENDING ITEMS

Committee appointments made by the Selectman were put on hold for the next meeting.

Master Plan Steering Committee. There are three residents who submitted their letter of interest for appointment to the committee. They are Michael Quinlan, PeggySue Werthessen and Robert Herbstzuber. The Selectmen are appreciative that they have come forward. The committee's makeup includes one member each from the warrant committee and planning board. From the warrant committee Tom Marie will serve. The Planning Board will discuss their representative at their June 20 meeting and advise.

**VOTE:** Selectman Peterson made a motion, seconded by Selectman Marcucci to appoint Michael Quinlan, PeggySue Werthessen and Robert Herbstzuber to the Town wide Master Plan Steering Committee and appoint Michael Quinlan as temporary chairman to call the first meeting. Vote was unanimous

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Mr. Peterson suggests that the committee discuss with the Planning Board to find out if they have interest in overseeing the committee. Mr. Marcucci's idea is that the committee's prime reports go to the Selectmen. Mr. Peterson agreed, but suggested that the planning board could manage the master planning process for the selectmen, if the planning board agreed to do so.

Senior Housing Study Committee. Three residents are interested in serving on the committee. COA Director also submitted her letter. As an employee of the Town she would serve in the capacity of ex-officio. The Selectmen agreed that additional advertising in the newspapers, on blogs and on the Town's website is needed to gather interested residents.

#### PROPOSED ADVISORY BOARD FOR OUTREACH PROGRAM

Present Police Chief Meaney, Jennifer Polinski (Board of Health), Dawn Alcott and Chelsea Goldstein-Walsh.

Ms. Alcott remarked that she selected several towns to ascertain if they currently have an active advisory board. All selected towns responded yes and ranged in size from seven to 16 members. Several have two or more youth members included. She said that Medfield had a council several years ago; however it dissolved because members didn't have the time to make a commitment. Over the past decade the youth in our society are dealing with higher levels of stress and are less able to cope. This puts more demands on families. Ms. Alcott feels it would benefit many to have a seven member board in Medfield to provide a broad scope of services and more support to families. The council would be an advocate and support the program so that more could be accomplished. Town Administrator remarked that a mission statement would need to be developed to make clear the goals of the youth outreach program.

Mr. Peterson offered that perhaps a social service department could be developed with the Veterans' Agent as he helps some people in Town and between Youth Outreach and Veterans' Agent they could work together to give support to those in need. Perhaps it could be structured to also involve COA. Mr. Sullivan interjected saying that the Town has limited resources so we need to be careful when deciding how much we need to be involved as some things are beyond our scope and we can't be all things to all people.

Ms. Polinski said that she has been on the Board of Health for about two and a half years and would like to have time to re-evaluate our role with Outreach. She went on that she feels BOH is not best suited to be part of the group to oversee this program. We have a broader mandate to follow with everything from septic systems to mosquitoes, ticks, as well as mental health.

Selectman Marcucci said that when the Warrant Committee reviewed the Outreach budget it was sometimes difficult to allocate the resources requested. We need to give additional

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thought as to where the best place Outreach should be and which department to oversee; schools or police department.

Chief Meaney remarked that his department has a strong relationship with Outreach. In the past Outreach has become involved with older members of the community along with fuel assistance and this can be difficult.

The remaining comment was that perhaps Dawn could put together a draft of services to be covered and reach out to residents to join an advisory board.

#### PUBLIC HEARING -TO SOLICIT

As applicant Kaylene Leroux did not appear for the hearing, the Selectmen postponed their review.

#### PROPOSED ENERGY REDUCTION PLAN

Andres Seaman, Energy/Facilities Manager reported that he investigated and has prepared charts that show the overall baseline for 2015 municipal usage. He presented a graph presenting the highest to lowest usage per building. The first graph indicated the high school and middle school were the highest users. The second graph showed that the town garage was very high, however Andrew remarked that there were initial startup problems with natural gas usage that have been corrected. The premise for this research is that the Town needs to plan to reduce energy usage by 20% in order to qualify under the Green Communities Act. The Energy Committee proposes to work with town departments to come up with reduction strategies for each facility.

#### CONTRACTS

Andrew explained that he has two agreements that require the Selectmen's signature. The first is with Solar Design Associates, Inc., Harvard, MA for services to design and construction of a photovoltaic solar array at the Town Garage property. The work involved is to develop a detailed structural analysis that the building can hold the roof mounted solar electric system. The cost is \$10,700.00

VOTED unanimously to sign agreement with Solar Design Associates as indicated above

The Selectmen are requested to sign agreement with New Ecology, Inc., Boston for assistance with the issuance of an RFP for the installation of a rooftop solar array at the Town Garage for a cost of \$15,100.00 and **it was so voted.**

Andrew also reported that the new solar array at the Wastewater Treatment Plant is up and running to full capacity. He said that for the next Selectmen's meeting he will have a preventive maintenance contract to be signed for the annual maintenance on the solar array.

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## BID AWARD

VOTED unanimously to award the bid for Bituminous Patch to T.L. Edwards, Inc. for \$56.00 / ton , at plant, with an alternate with Lorusso Corp. \$60.00 / ton at plant and as recommended by Superintendent Feeney

## HNTB CORPORATION

Superintendent Feeney remarked that this contract is for the reconstruction of North Street. Selectman Peterson had queried why the long delay to begin this project to which Mr. Feeney replied that we were set to go a few years back, however, the Chapter 90 financial structure changed. Total cost of project is 2.3M and estimated completion in 2019.

VOTED unanimously to accept HNTB Agreement and authorize Superintendent Feeney to execute

## HOSPITAL ROAD PROJECTS

*The Selectmen are requested* to vote to authorize Chairman Fisher to sign two change orders for the water main and tank project

VOTED unanimously to authorize Chairman Fisher sign Change Order #5 in the amount of \$51,250.00 with Oliveria Construction Company and as recommended by the Board of Water and Sewerage

VOTED unanimously to authorize Chairman Fisher sign Storage Tank Change Order #2 in the amount of \$34,914.88 for Phoenix Fabricators and Erectors and as recommended by the Board of Water and Sewerage

## COMCAST LEASE AGREEMENT

COMCAST provided the Selectmen with their notice that they are exercising their option to renew their lease with the Town for an additional five years. Base rent amount is \$26,250 paid annually. This lease is for COMCAST head-end station at the Town Garage.

## CHARTER REVIEW

Resident Abby Marble requests the Selectmen to consider appointing a Charter Review Committee. The Selectmen had no formal response to the request.

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## LICENSES AND PERMITS

VOTED unanimously to grant MEMO permission to hold the 37<sup>th</sup> annual Medfield Day on September 17, 2016 9:00 AM to 3:00 PM; grant a common victualler license and permission to hang a banner across Main Street August 13 through Medfield Day

VOTED unanimously to grant COA a one-day wine and malt beverage permit for their annual cookout season on Wednesdays in July to August 10; additionally a one-day permit for August 24, 2016

VOTED unanimously to grant the Medfield Public Library to hold children and family daytime events in June, July and August and Outdoor movies July 25 and August 9 8-10 PM at the Town Gazebo

VOTED unanimously to grant MEMO permission to use the Dale Street parking lot for Discover Medfield History Day June 18, 2016. School Department grants approval

## SELECTMEN REPORT

Mr. Peterson had no report.

Mr. Marcucci attended the recent Lowell Mason House event held at the CENTER and remarked that it was a great event. He congratulated all the high school sport teams as they ended with a good spring season.

Mr. Fisher is looking forward to Discover Medfield History Day on June 18. The theme for 2016 is Historic Homes in Medfield. Richard DeSorgher will once again be the guide for the day.

## INFORMATIONAL

Letter from Cheryl O'Malley, Friends of Dwight-Derby House request Selectmen consider allocating downtown improvement funds to House projects, warming kitchen and milk room. Town has received Chapter 90 funds for DPW equipment; caterpillar \$78,900 and Mack truck \$412,500. In addition \$90,000 grant award/Green Communities/drinking water & wastewater. Received copy of Hospital Road housing development proposed by Larkin Bros.

Meeting adjourned at 9:05 PM

Respectfully submitted,  
Evelyn Clarke