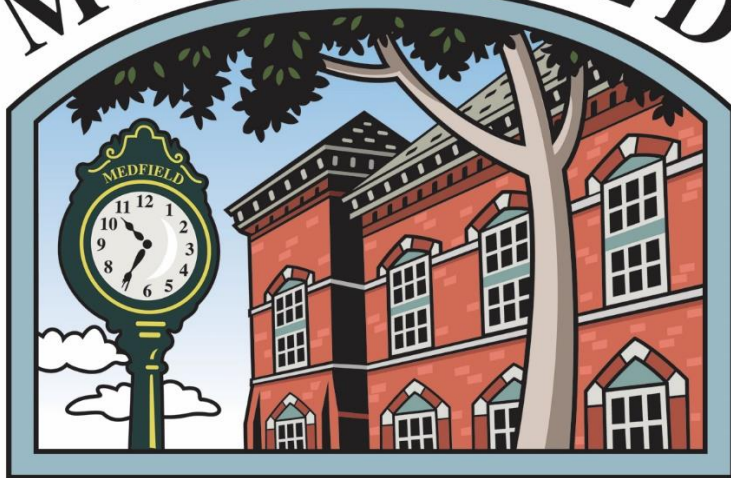


M·E·D·F·I·E·L·D



BUILDING OUR FUTURE

TOWN OF MEDFIELD

Annual Town Report

FOR THE YEAR ENDING DECEMBER 31, 2019

The Townwide Master Plan process kicked off in 2019. The master plan is a document intended to guide decisions and actions over the next twenty years. In effect, it is the Town's "To Do List" for the next generation. It provides recommendations for Town government as well as for potential partners such as local businesses, non-profit agencies or others who may be interested in getting involved in improving the Town.

The logo was designed by resident Wendy Wirsig



369th Anniversary

ANNUAL REPORT

DEDICATION

Michael J. Sullivan



When talking about Medfield, there is the line “what makes Medfield, Medfield. “It is about what makes this community the very special place that it is in which to live. It is about the people who make up the town, who do so much, who volunteer, who give of their time, who help one another, who love the town and who are dedicated to it. There was no finer example of this than Michael J. Sullivan. On February 10, 1975, a handsome young-looking 28-year old Irishman and Fall River native took office at the Medfield Town Hall as Medfield’s new Executive Secretary. In 1984 he became Medfield’s first Town Administrator. On January 18, 2019, he retired after having dedicated 44 years working on behalf of the Town of Medfield. Sadly, just over a month later, on February 27, 2019 Mike passed away.

When Mike was hired, he moved here from his former position as assistant town manager in Arlington. He took up his residence in Medfield, becoming a town resident, heart and soul and becoming much more than just an employee. From the start he was taken in by the town and the town in turn was taken in by Mike. It was a mutual love affair. He walked the streets of the town, ate in the local restaurants, cooked for the DPW Christmas parties and for the Senior Citizen Pancake

Breakfasts, volunteered at Medfield Day, etc. He totally immersed himself in Medfield

He saw the town facing growing pains and having to deal with zoning, education, conservation, recreation, water and sewer issues, etc. His number one goal was to look at Medfield's growth and how to control it and to do that, he saw his role as that of a coordinator, the person who understands the varied pieces and tries to pull them together and keep things moving. After 44 years he accomplished that and much more. He won over those in elected and appointed town government and Medfield citizens as a whole. He guided all aspects of the town from an operating budget of \$7 million when he arrived to over \$55 million when he retired. He served with, advised, educated and often put up with 21 different selectmen. He was a walking encyclopedia of local, state and federal actions and inactions.

He was the face you saw at town hall and the reason many had such a positive view of Medfield local government. He had an open-door policy and would drop whatever he was doing to assist anyone coming in with a problem or concern. He just plain and simple worked well with people.

He served on over 50 standing committees, over saw the renovation of town hall and the construction of the new public library, public works building, transfer station, two water towers, waste water treatment plant, Allendale Housing Project and the public safety building, as well as assisting in the construction of the many school construction projects.

He was very concerned about the town acquiring open space and conservation lands and assisted in the U.S. Army Corps of Engineers acquiring over 8,500 acres of Medfield land around the Charles River, acquiring the Noon Hill property, the Parkinson property, the 56-acres of State Hospital lands now known as McCarthy Park, the Kingsbury Pond property, the 100-acres Holmquest property, lands off High Street, Plain Street and Oriole Road and the Red Gate Farm property, among others.

He worked tirelessly on trying to get the best possible deal from the state on the former Medfield State Hospital property. He strongly supported the revitalization and beautification of the downtown district, supported the historic districts, saving the Dwight-Derby House and renovating the Kingsbury Grist Mill.

He was the last one to leave town hall, long after the lights had been turned off for the day, He did his homework and was well prepared for Town Meeting. He worked hand-in-hand with the Warrant Committee and Capital Budget Committee and on all financial matters concerning the town from health insurance to the pensions to the debt to concerns over Beacon Hill and MBTA spending, as well as federal and state mandates that did not work in favor of the town.

He guided Medfield for 44 years through hard times and good, always working to take actions that had Medfield's best interests at heart. Perhaps it was the luck of the Irish, but whatever the case, Medfield was so very lucky for 44 years. He will continue to be missed and his legacy, foresight and planning for the future of the town will go on forever.

IN MEMORIAM

Barbara Connors
Council on Aging 1995-1998

Joan Willgohs
Board of Health 1989-1995

Charles Fuller Jr. (Chuck)
Town Counsel 1966-1991

Allan Kingsbury
Chief of Police 1959-1967

Mary Gillis
Traffic Supervisor 1994-2009

Kathryn Kelly (June)
Wife of Bill and mother of Tom Kelly and Nancy Lavin Kelly. Family operated Lord's Department Store

Dawn Lavallee
School Lunch Director

SENATORS AND REPRESENTATIVES FOR MEDFIELD

STATE



Senator in General Court

Norfolk, Bristol
Paul R. Feeney
State House Room 507
Boston, MA 02133
(617) 722-1222
paul.feeney@masenate.gov

Governor's Councillor

2nd District
Robert L. Jubinville
State House Room 184
Boston, MA 02133
(617) 725-4015 x2
jubinville@comcast.net



Representative in General Court

13th Norfolk District, Precinct 1 & 2
Denise Garlick
State House Room 473G
Boston, MA 02133
(617) 722-2070
Denise.Garlick@mahouse.gov



Representative in General Court

9th Norfolk District, Precinct 3 & 4
Shawn Dooley
State House Room 167
Boston, MA 02133
(617) 722-2810
Shawn.dooley@mahouse.gov

FEDERAL



U.S. Representative to Congress, 4th District

Joseph Kennedy
29 Crafts Street
Newton, MA 02458
(508) 332-3333
www.kennedy.house.gov



United States Senator

Elizabeth Warren
2400 J.F.K. Federal Building
15 New Sudbury Street
Boston, MA 02203
(617) 565-3170
www.warren.senate.gov



United States Senator

Edward Markey
975 JFK Federal Building
15 New Sudbury Street
Boston, MA 02203
(617) 565 8519
www.markey.senate.gov

FACTS ABOUT MEDFIELD

Incorporated	1651	
Population	12,613 as of December 31, 2019	
County	Norfolk	
Size	14.43 square miles	
Miles of Highway	74.72	
Elevation	180 feet above sea level at the Town House	
Registered Voters	8,859 as of December 31, 2019	
	Democrats	1,775
	Republicans	1,305
	No Party or Designation	5,694
	Other	85
Government	Board of Selectmen Annual Town Election is the last Monday in March Open Town Meeting is the first Monday in May	
Official Notices	All Town Board and Commission meetings are posted on the Town Website: www.town.medfield.net	
Tax Rate	17.87 per thousand of assessed valuation (7/1/18-6/30/19) 17.83 per thousand of assess valuation (7/1/19-6/30/20)	
Taxes Due	August 1 st , November 1 st , February 1 st , and May 1 st	
Town House Hours	Monday, Wednesday, Thursday 8:30 AM to 4:30 PM Tuesday, 8:30 AM to 7:30 PM Friday, 8:30AM to 1:00PM	
Library Hours		
<i>Winter Hours</i>	Monday, Wednesday, Friday 10:00AM to 6PM	
<i>September to May</i>	Tuesday, Thursday 10:00PM to 9PM Saturday 10:00AM to 5PM, Sunday 2PM to 5PM	
<i>Summer Hours</i>	Monday, Wednesday, Friday 10:00AM to 6PM	
<i>June to August</i>	Tuesday, Thursday 10:00AM to 9PM Saturday 10:00AM to 2PM, Sunday Closed	
Transfer Station	Wednesday, Friday & Saturday, 9 AM to 4 PM	
<i>Summer Hours</i>	Wednesday 9AM to 7PM, Friday & Saturday 9AM to 4PM	

ELECTED AND APPOINTED OFFICIALS 2019

Elected Officials

Moderator

Scott F. McDermott 2020

Town Clerk

Carol A. Mayer, Resigned 2021

Jim Mullen, Interim 2021

Board of Selectmen

Gustave H. Murby 2020

Osler L. Peterson 2021

Michael T. Marcucci 2022

Board of Assessors

Thomas Sweeney 2021

Jeffrey Skerry 2022

Kenneth Manning 2023

School Committee

Leo Brehm 2021

Meghan Glenn 2022

Tim McNight 2022

Jessica Reilly 2023

Anna M. O'Shea Brooke 2023

Trustees of the Public Library

Lauren Feeney 2020

Philip M. Tuths 2022

Deborah Merriman 2022

Jean Todesca 2021

Maura Y. McNicholas 2021

Jean Todesca 2021

Planning Board (5 Years)

Sarah Lemke 2021

Teresa James 2022

Seth Meehan 2023

Paul McKechnie 2024

James Brand 2025

Blake McDermott, *Associate* 2020

James Sullivan, *Associate* 2020

Park and Recreation Commission

Kirsten Young 2020

Michael Parks 2020

Robert Tatro 2021

Nicholas Brown 2022

Mel Seibolt 2022

Housing Authority

Lisa Donovan 2019

Robert Canavan 2020

Brent Nelson, *State appt.* 2021

Eileen Desorgher 2022

Trust Fund Commission

Gregory Reid 2022

Georgia K Colivas 2023

Eric Lussier 2021

Appointed by the Board of Selectmen

Fire Chief

William C. Carrico II 2021

Chief of Police

Michelle Guerette 2022

Deputy Chief of Police

Larz Anderson 2022

Sergeants

Daniel J. Burgess 2020

John D. Geary 2020

Colby Roy 2020

Ryan Maxfield 2020

		Tina Consentino	2020
Police Officers		Maurice Goulet	2021
Michelle Manganello	2020		
Christine DiNatale	2020	Animal Control Officer	
Robert G. Flaherty	2020	Jennifer A. Cronin	2021
Wayne Sallale	2020		
Christopher Bonadies	2020	Bay Colony Rail Trail Advisory Committee	
Paul Treggiari	2020	Christian Donner	2020
Michael Stanley	2020	Eric Holm	2020
Connor Ashe	2020	Graham Plonski	2020
William Bento	2020	Robert Horgan	2020
		George Hinkley	2020
School Resource Officer			
Michelle Manganello	2020	Board of Appeals on Zoning (3 yr)	
Town Administrator		Jack McNicholas	2021
Kristine Trierweiler	2020	William McNiff	2023
		Michael W. Witcher	2022
Treasurer/Collector		Charlie Peck, <i>Assoc</i>	2020
Georgia K. Colivas	2022	Jared Spinelli, <i>Assoc</i>	2020
		Jared Gustavson, <i>Assoc</i>	2020
Director of Public Works		Board of Health (3 yr)	
Maurice Goulet	2022	Carol Read	2020
Town Accountant		Robert Abernathy	2020
Joy Ricciuto	2022	Holly Rand	2020
		Stephen Resch	2022
Town Counsel		Melissa Coughlin	2023
Mark G. Cerel	2020	Board of Registrars (3 yr)	
Affordable Housing Trust		Eileen DeSorgher	2022
Brett Heyman	2020	Donna Young	2023
Jim Brand	2020	Nate Bazinet	2021
Michael Marcucci	2021	Board of Water and Sewerage (3 yr)	
Ann Thompson	2021	Christian Carpenter	2022
Kerry McCormack	2021	William Harvey	2020
Greg Sandormirsky	2022	Randall Karg	2021
Newton Thompson	2022		
Americans with Disabilities Compliance Review Committee		Capital Budget Committee	
Ann B. Thompson	2022	Michael Marcucci	2020
Kristine Trierweiler	2020	Sharon Tatro	2020
		Kristine Trierweiler	2020

Timothy P. Sullivan	2020	George Darrell	2021
Joy Ricciuto	2020	Constable for Election	
Michael LaFrancesca	2020	Jim Mullen, <i>Interim Town</i>	
Amy Colleran	2020	<i>Clerk</i>	2021

Cemetery Commissioners (3 yr)

Thomas Sweeney	2022
Al Manganello	2020
Frank Iafolia	2021
David Temple, <i>Associate</i>	2020
Paul Hogan, <i>Associate</i>	2020

Charles River Natural Storage Area Designees

Maurice Goulet	2020
Kristine Trierweiler	2020

Collective Bargaining Team

Michelle Guerette	2020
Michael Marcucci	2020
William Carrico	2020
Michael Pastore	2020
Robert Conlon	2020
Kristine Trierweiler	2020

Committee to Study Memorials

Ronald C. Griffin	2020
Jane M. Lomax	2020
David F. Temple	2020
Michelle Doucette	2020
Jon Cogan	2020

Community Gardens Committee

Neal Sanders	2020
Betty Sanders	2020

Conservation Commission (3 yr)

Robert Aigler	2022
Mary McCarthy	2022
Deborah Bero	2020
Michael Perloff	2020
Richard Hooker	2021
Robert Kennedy, Jr.	2021

Constables and Keepers of the Lockup

Daniel J. Burgess	2020
John D. Geary	2020
Colby Roy	2020
Ryan Maxfield	2020
Michelle Manganello	2020
Chrisine DiNatale	2020
Robert G. Flaherty	2020
Wayne Sallale	2020
Christopher Bonadies	2020
Paul Treggiari	2020
Michael Stanley	2020
Connor Ashe	2020
William Bento	2020
John Gerlach	2020
Ray Burton	2020
Thomas LaPlante	2020
Stephen Saulnier	2020
Sandra Cronin	2020
Thomas Hamano	2020
Paul Jordan	2020
John Cave	2020
Kailee Lutz	2020
Stephen Palmer	2020
Lawrence Fleming	2020
Lori Sallee	2020
Brendan Pasco	2020
Richard Forrester	2020
Aldo D'Angelo	2020
Robert LaPlante	2020
Mark Sterling	2020

Contract Compliance Officer

Kristine Trierweiler	2020
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Council on Aging (3 yr)

Richard Ryder	2021
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Kathleen Robinson	2021	Maurice Goulet	2020
Perry C. Constas	2022	Kristine Trierweiler	2020
Heidi Groff	2021	Joy Ricciuto	2020
Robert Heald	2020	Christian Carpenter	2020
		Randal Karg	2020
		William Harvey	2020
Dale Street School Building Committee		Fair Housing Officer	
Kristine Trierweiler	2020	Kristine Trierweiler	2020
Michael Marcucci	2020		
Leo Brehm	2020		
Dr. Jeffrey Marsden	2020	Field Driver and Fence Viewer	
Tim Bonfatti	2020	Gary Pelletier	2020
Anna M. O'Shea Brooke	2020		
Amy Colleran	2020	Historic District Commission (3 yr)	
Mike Quinlan	2020	Michael Taylor	2022
Steve Grenham	2020	John Maiona	2022
Michael LaFrancesca	2020	Connie Sweeney	2020
Sharon Tatro	2020	David R. Sharff	2021
Walter Kincaid	2020	Bradley Phipps	2021
Michael Weber	2020	Cheryl O'Malley	2022
Thomas Erb	2020		
		Historical Commission (3 yr)	
Director of Grave Markers for Veterans		Daniel Bibel	2022
Frank Iafolla	2020	Maria C. Baler	2022
		Caitlin Struble	2022
		David F. Temple	2020
		John Day	2020
Elderly Taxation Aid Committee		William Hasapidis	2021
Georgia Colivas	2020	Robert Gregg, <i>Associate</i>	2020
Kristine Trierweiler	2020	David R. Sharff, <i>Associate</i>	2020
Yvonne Remillard	2020	Michael R. Taylor, <i>Associate</i>	2020
Roberta Lynch	2020	John A. Thompson, <i>Associate</i>	2020
		Marc Eames, <i>Associate</i>	2020
Emergency Management Agency		Cheryl O'Malley, <i>Associate</i>	2020
William Carrico	2022		
Michelle Guerette	2022	Inspection Department	
Maurice Goulet	2022	Gary Pelletier, Building Comm	2020
Eoin O'Corcora	2022	Joseph Doyle, Alternate Building	2020
Dr. Jeffrey Marsden	2022	John Mee, Alternate Building	2020
Roberta Lynch	2022	Donald J. Colangelo, <i>Alt Bldg</i>	2020
		John A. Rose, Jr, <i>Plumbing</i>	2020
Enterprise Fund Committee		Robert Persiak, <i>Alt Plumbing</i>	2020
Georgia K. Colivas	2020	James J. Leonard, <i>Electrical</i>	2020

Peter Diamond, <i>Alt Electrical</i>	2020	Jenny Cronin	2020
James Coakley, <i>Alt Plumbing</i>	2020	Kevin Ryder	2020
William A. Cooke, Jr., <i>Alt Elec</i>	2020	Carol Mayer	2020
		Ryan Thomas	2020
Inspector of Animals		Rosemary O'Brien	2020
Jennifer A. Cronin	2020		
Keepers of the Town Clock		Medfield Cultural Council (3 yr)	
Marc R. Tishler	2020	Claire Shaw	2021
David P. Maxson	2020	Liz Daly	2021
		William F. Pope	2021
Kingsbury Pond Committee		Susan Parker	2021
Richard Judge	2020	Diane Borrelli	2022
Ann Krawec	2020	David Temple	2022
George Dealy	2020	Ron Gustavson	2022
Garrett Graham	2020		
Greg Testa	2020	Medfield Energy Committee	
Michael Thompson	2020	Penni Conner	2022
Sharon Judge	2020	Paul Fechtelkotter	2020
Paul Trumbour	2020	Fred Davis	2020
Kristine Trierweiler, <i>Ex Officio</i>	2020	Cynthia Greene	2021
		David Temple	2021
Local Auction Permit Agent		Kristine Trierweiler, <i>Ex Officio</i>	2020
Evelyn Clarke	2020	Osler P. Peterson, <i>Ex Officio</i>	2020
		Medfield MBTA Advisory Board	
Local Water Resource Management Official		Designee	
Maurice Goulet	2020	Kristine Trierweiler	2020
Wildlife Management Committee		Memorial Day Committee	
Christine Kaldy	2020	Lorrie Guindon	2020
Frank Perry	2020	Michelle Guerette	2020
Nancy Schiemer	2020	Albert J. Manganello	2020
John Newell, Jr.	2020	Ann B. Thompson	2020
		Gustave Murby	2020
Measurer of Wood and Bark (3 yr)		Michelle Doucette	2020
W. James Allshouse	2021	Ronald C. Griffin	2020
		Evelyn Clarke	2020
Medfield Animal Control Study Committee		Frank Iafolla	2020
John Thompson	2020	Metropolitan Area Planning Council/Three Rivers Interlocal	
Robert LaPlante	2020	Sarah Raposa	2022

Municipal Census Supervisor
 Jim Mullen, *Interim Town Clerk* 2020

Norfolk County Advisory Board Representative
 Robert Kennedy, Jr. 2020

OPEB Trust Committee
 Georgia Colivas 2020
 Gustave Murby 2020
 Joy Ricciuto 2020
 Kristine Trierweiler 2020

Open Space and Recreation Committee
 Robert Aigler 2020
 Jonathan Hinrichs 2020
 Eric O'Brien, Associate 2020
 Michael Perloff, Associate 2020
 Mel Seibolt 2020

Parking Clerk and Hearing Officer
 Jim Mullen, *Interim Town Clerk* 2021

Permanent Planning and Building Committee
 Timothy Bonfatti 2022
 Thomas Erb 2020
 Walter Kincaid 2020
 Mike Weber 2021
 Michael Quinlan 2021
 Kristine Trierweiler *Ex Officio* 2020

Police Matrons
 Sandra Cronin 2020
 Jennifer A. Cronin 2020

Pound Keeper
 Jennifer A. Cronin 2020

Public Weigher (3yr)
 W. James Allhouse 2020

Representative to Regional Hazardous Waste Committee
 Maurice Goulet 2020

Representative to Neponset Watershed Initiative Committee
 Kristine Trierweiler 2020

Right-To-Know Coordinator
 William Carrico 2020

Safety Committee
 Michelle Guerette 2022
 Maurice Goulet 2021
 Nate Bazzinet 2021
 Kristine Trierweiler 2022

Sealer of Weights and Measures (3yr)
 W. James Allhouse 2021

Special Police Officers
 Leo Acerra (Millis) 2020
 Paul J. Adams (Millis) 2020
 George Bent (Norfolk) 2020
 Dale Bickford (Millis) 2020
 Christopher Bonadies 2020
 Herbert Burr 2020
 Jonathan M. Caroll (Norfolk) 2020
 Jon Cave 2020
 Ryan Chartrand (Norfolk) 2020
 Sandra Cronin 2020
 William J. Davis (Norfolk) 2020
 Thomas G. Degnim (Norfolk) 2020
 Robert A. Dixon (Millis) 2020
 Louis Droste (Norfolk) 2020
 William J. Dwyer (Millis) 2020
 David J. Eberle (Norfolk) 2020
 Leo Either (Norfolk) 2020
 Glen R. Eykel (Norfolk) 2020
 Nathan Fletcher (Norfolk) 2020

Susan Fornaciari (Norfolk) 2020
 Robert Forsythe (Norfolk) 2020
 Terence Gallagher (Norfolk) 2020
 John Gerlach 2020
 Thomas Hamano 2020
 Timothy Heinz (Norfolk) 2020
 John Holmes (Norfolk) 2020
 David Holt (Norfolk) 2020
 Robert Holst (Norfolk) 2020
 Winslow Karlson III (Norfolk) 2020
 Paul Kearns 2020
 James C. Kozak (Norfolk) 2020
 Robert LaPlante 2020
 James Lopez (Millis) 2020
 Peter Lown (Norfolk) 2020
 Robert Maraggio (Millis) 2020
 Chris McClure (Norfolk) 2020
 David R. McConnell (Norfolk) 2020
 Nicholas Meleski (Millis) 2020
 Robert Miller (Norfolk) 2020
 Paul J. Murphy (Norfolk) 2020
 Peter Opanasets (Millis) 2020
 Stephen Plympton (Norfolk) 2020
 Amanda Prata (Norfolk) 2020
 Thomas Quinn (Millis) 2020
 Kevin Roake (Norfolk) 2020
 Stephen Saulnier 2020
 Christina Sena (Norfolk) 2020
 Viriato Sena (Norfolk) 2020
 Robert Shannon (Norfolk) 2020
 Paul Smith (Millis) 2020
 Christopher Soffayer (Millis) 2020
 Charles Stone (Norfolk) 2020
 Thomas Tabarini 2020
 Domenic Tiberi (Millis) 2020
 Paul Treggari 2020
 Eric Van Ness (Norfolk) 2020
 Mark Vendetti 2020
 James Wells 2020
 Ryan Wilhelmi 2020

**State Hospital Building and
Grounds Maintenance Committee**

John Thompson 2020
 Robert E. Meaney 2020
 Michelle Guerette 2020
 William Carrico 2020
 Paul Hinkley 2020
 Maurice Goulet 2020
 Kristine Trierweiler 2020

**State Hospital Development
Committee**

Todd Trehubenko 2020
 Johnny Martinez 2020
 Patrick Casey 2020
 Kenneth Richard 2022
 Gus Murby 2022
 Mike Metzler 2021
 Randy Karg 2020
 Nicholas Milano, *Ex Officio* 2020

**State Hospital Environmental
Review Committee**

Deborah T. Bero 2020
 Ralph Tella 2020
 John Thompson 2020
 Cole Worthy 2020

State Hospital Mediation Committee

John Thompson 2020
 Ann B. Thompson 2020
 William Massaro 2020

**State Hospital Negotiating
Committee**

John Harney 2020
 William Massaro 2020
 Osler Peterson 2020

**Superintendent of Insect Pest
Control**

Edward M. Hinkley 2020

**Three Rivers Interlocal Council
Representative (MAPC)**

Sarah Raposa	2020	Annette Wells	2020
Town Greeter		Maurice Goulet, <i>Ex Officio</i>	2020
Joseph E. Ryan	2020	Kristine Trierweiler, <i>Ex Officio</i>	2020
Town Historian	2020	Tree Warden	
Richard DeSorgher		Edward M. Hinkley	2020
Town Wide Master Plan Committee		Veterans' Service Officer (3)	
Theresa James	2020	Jon Cogan	2022
Jessica Reilly	2020	Wireless Communications Study Committee	
Mary McCarthy	2020	David P. Maxson	2020
Tom Erb	2020	Thomas Powers	2020
Roberta Lynch	2020	Kristine Trierweiler, <i>Ex Officio</i>	2020
Kevin Ryder	2020	Zoning Enforcement Officer	
William Harvey	2020	Gary Pelletier	2022
Michael Pastore	2020	<u>Appointed by the</u>	
Jay Duncan	2020	<u>Treasurer/Collector</u>	
Jerry Potts	2020	Susan Cronin, <i>Assistant</i>	2020
Phillip Stashenko	2020	<u>Appointed by the Chairman of the</u>	
Laurel Scotti	2020	<u>Selectmen, Chairman of the School</u>	
Sean Kay	2020	<u>Committee and the Town Moderator</u>	
Cynthia Greene	2020	Vocational School Committee	
Matt Triest	2020	Representative	
Osler L. Peterson	2020	David Bento	June 30, 2022
Sarah Raposa, <i>Ex Officio</i>	2020	<u>Appointed by the Fire Chief</u>	
Kristine Trierweiler, <i>Ex Officio</i>	2020	David C. O'Toole, Deputy FC	2020
Traffic Supervisors		Jeffrey Bennotti, Lt	2020
Kevin Robinson	2020	Thomas M. LaPlante, Jr., Lt	2020
Jennifer Cronin	2020	<u>Appointed by the Moderator</u>	
Joanne O'Rourke	2020	Deputy Moderator	
Angela Brown	2020	Conrad J. Bletzer	2020
Lisa Visser	2020		
Transfer Station and Recycling Committee			
Nancy Irwin	2020		
Megan Sullivan	2020		
Andrea Costello	2020		
Cheryl Dunlea	2020		
Rick Fink	2020		
Barbara Meyer	2020		

Warrant Committee

Joanna Hilvert	2022
Michael Pastore	2020
Sharon Kingsley Tatro	2020
Jeremy Marsette	2020
Newton Thompson	2021
Thomas C. Marie	2021
Kristine Barton	2022
Amanda Hall	2022
Edward Vozzella	2021

**Appointed by the Town Moderator,
Chairman of the Board of
Selectmen, and Chairman of the
Warrant Committee**

Personnel Board

Robert Conlon	2020
Debra Shuman	2021
Mark Fisher	2022

Appointed by the Planning Board**Sign Advisory Board (3 yr)**

Thomas D. Erb	2021
Matthew McCormick	2021
Jeffrey Hyman	2021
John Messina	2021
Howard Richman	2021

**DEPARTMENT REPORTS
FOR THE YEAR ENDING
DECEMBER 31, 2019**

BOARD OF SELECTMEN

Undoubtedly, the beginning of 2019 represented the lowest point of the year for Medfield with the passing of long-standing Town Administrator, Michael J. Sullivan. The Annual Report for 2018 provided a summary of Mike's service to the town, to include a compelling description of the professional and personal qualities that Mike unflaggingly brought to the table as he, for 44 years, did his best to serve the town with professional integrity and a clear focus on pursuing what he saw to be best for the town. Mike's unexpected passing just a little over a month after he participated in his last Board of Selectmen's meeting on January 15th came as a shock to the town and as a significant personal loss to all of those in town government who worked with Mike and who had anticipated being able to tap his experience and wisdom in the years that followed his retirement. In a final sad irony, Mike passed away before even collecting his first pension check. While Mike's loss was deeply felt by many, his contribution to strengthening Medfield's culture of dedicated service to the community; respect and patience in listening to people's different views on issues; and unassuming persistent competence will undoubtedly continue to be reflected in the performance of the citizens of Medfield who step up to volunteer their time and talent to make Medfield the best town it can be.

Volunteers Serving the Town

A key to Medfield's quality as a community has always been tied to the numerous citizen volunteers who have stepped up to serve the town in various capacities. While this summary report can't call out every volunteer who deserves credit for their service to the town, there are a couple of long-standing volunteers who can be seen as particularly deserving of recognition. They provide clear reflections of the key qualities that make the town's volunteers so important to the town's success.

In January of 2019, two long-standing volunteers, Ralph Parmagiane and Phil Burr, stepped down from the Conservation Commission after having provided a combined 44 years of service to the town. In June, the Board of Selectmen declared June 10th, 2019 to be "Eve Potts Day in Medfield" in recognition of Eve's 90th birthday, as well as in recognition of her decades of service on numerous town committees and other town organizations. The town is extremely grateful for the contributions these people have made over the years, even as we, individually, may find ourselves just hoping that we too might be capable and willing to still serve the town when we are in our 90's!

Even as long-standing volunteers were leaving their positions on committees and boards, new volunteers were stepping up to serve on boards. Of particular note in 2019 was the town's action to reconstitute the Board of Health after several previous members of the board had stepped down. Dr. Stephen Resch, Holly Rand, Dr. Robert Abernathy, and Melissa Coughlin were all appointed to the Board of Health – a particularly fortuitous action by the town in light of the Covid-19 pandemic that arrived in early 2020!

Town Staffing and Services Developments

Heading into 2019, undoubtedly, the most significant staffing change in town government was the promotion of Assistant Town Administrator, Kristine Trierweiler, to the position of Town Administrator upon the retirement of Mike Sullivan. While Kristine's 20 years of experience working in the town clearly ensured that solid "corporate memory" would remain in place in the town government's top leadership position, no one realized at the time that Kristine was promoted how important her deep experience and knowledge of the town would be from the very start of her tenure as Town Administrator.

A further important development in the leadership of town departments occurred in 2019 as the town worked to identify a qualified candidate to replace former Police Chief, Bob Meaney. After an extensive search and evaluation of 57 initial potential candidates by the Police Chief Search Committee that was established by the Board of Selectmen in June 2018, the Search Committee ultimately presented the Board of Selectmen with two recommended candidates for the police chief position. Public interviews were conducted on March 13th in the high school library. After several days of deliberation, the Board of Selectmen appointed Michelle Guerette, a former Captain in the Providence Police Department, as the town's new Police Chief. As a historical point, it should be noted that the Selectmen's decision in this matter was not universally applauded by the citizens of the town at the time, many of whom had expected the town's Deputy Chief/Acting Chief, John Wilhelmi, to be selected for the position. Deputy Chief Wilhelmi resigned from the police department at the end of June, leaving with the gratitude of the town for the years of service that he had provided as a member of the police department. In the wake of Deputy Chief Wilhelmi's departure from the department, the Board of Selectmen accepted Chief Guerette's recommendation that Sergeant Larz Anderson be appointed as the new Deputy Chief.

In July, the town hired Nick Milano as the Assistant Town Administrator. Nick came to Medfield after serving as Executive Aide to the Mayor of Marlboro. Nick started his position in August.

In September, Kathy MacDonald was hired as the new Medfield Youth Outreach Director, and in November, long-standing Town Clerk, Carol Mayer, announced her intention to retire at the beginning of 2020.

From the town services standpoint, following up on the successful Town Meeting vote in 2018 establishing an Advanced Life Support (ALS) capability as part of the Fire Department's ambulance service, Fire Chief Carrico reported in February that the ALS service was already up and running. As the service continued to develop over the course of 2019, it became clear that the town had made a good decision with its vote, both in terms of the improved level of emergency health services that the town could provide, and in terms of the revenues those services produced for the town through reimbursements for the advanced emergency support being offered, both within the town, and to surrounding communities.

June was an eventful month for the Public Safety Departments! In June, the new Police Chief obtained Board of Selectmen approval to introduce a K-9 program within the Police Department, supported by a grant from the Stanton Foundation. While initially justified on the grounds of building morale within the police department, the dog the department acquired proved to be very valuable, several months after its arrival, in a missing persons search in town. Turning back to the Fire Department, Engine #3 caught fire and was determined to be a total loss by the town's insurance company. Chief Carrico was able to obtain a "loaner" fire engine for use by the department while the town worked on allocating funds (est. \$535,000) for the purchase of a replacement vehicle. The fire engine that was destroyed was a 1983 Mack fire engine. While the loss was unfortunate, it's probably fair to conclude that the town had gotten a reasonable number of years of good service out of it before it burned up.

Also in June of 2019, a memorial in honor of Officer Daniel McCarthy was dedicated in front of the town's Public Safety Building. Officer McCarthy was killed in 2000 by a pick-up truck that hit him while he was working a traffic detail in a construction zone on Route 109. The Medfield Police Department, along with many Medfield residents continue to remember Officer McCarthy and were clearly very happy to see his wife and children present to participate in the dedication.

Town Budget/Finance

At the start of 2019, the Town Administrator began working on improving the town's budgeting process to move the process forward on the calendar in order to make budget information available to the town and its citizens earlier in the

annual budgeting cycle. Earlier availability of budget information was expected to make it easier for the town to work through the inevitable budget challenges that arise during the annual budget process, as well as to provide more time for the public to digest the details of the budget before being asked to approve it at the Annual Town Meeting. Of at least as much importance, these improvements made the Warrant Committee's budget review activities considerably easier to carry out. In 2019, the initial "budget challenge" required wringing approximately \$1.2M out of the aggregate budget request in order to avoid exceeding Proposition 2 ½ limits. Coming on the heels of the multiple budget overrides that were approved at the 2018 Annual Town Meeting, the option of asking for yet another Proposition 2 ½ override in 2019 was not seen as a viable option.

As a result of the readily apparent efforts by the town to tighten its financial management policies, carried out in conjunction with the development of the annual budget, in September, Moody's recognized these efforts and left the town's high AA1 credit rating unchanged. As the town anticipates future financing needs to support the redevelopment of the state hospital property along with other future major building projects, the ability of the town to maintain a high credit rating translates into meaningful savings in the cost of financing major projects. So, Moody's decision to leave the town's credit rating unchanged was a major "win".

Schools

At the start of the year, the Superintendent reported that MSBA had approved Medfield taking the next step in developing the Dale Street School Replacement project by completing a feasibility study for the new school. As part of this effort, the town approved an Owner's Project Manager (OPM) contract with Leftfield LLC, one of the MSBA's designated qualified contractors. Internally, the town appointed Mike Quinlan to the MSBA Designer Selection Committee.

Town Planning and Infrastructure Development

Following up on the override vote that approved \$150,000 in funding for updating the out-of-date Town-Wide Master Plan, in January, a Town-Wide Master Planning Committee was activated and charged with carrying out a thorough review and update of the town's existing plan. The committee indicated that it wanted to hire a consultant to work with them throughout the process and that the process would emphasize public involvement.

On the town infrastructure front, the Water Department continued its efforts to identify a solution to address the iron and manganese treatment issues that are

affecting our town's water supply, particularly for Wells 3 and 4. Separate from this, the Sewer Department has been carrying out an Infiltration and Inflow Study directed at identifying ways that groundwater is improperly entering the town's sewer system. This excess water unnecessarily places a burden on the capacity of the sewer system that can ultimately threaten the adequacy of the system's capacity to handle the town's growth. As the town works to assess the impacts on our water and sewer infrastructure introduced by major development projects in town, it becomes crucial to identify and eliminate undesirable sources of water entering the sewer system.

Affordable Housing

At the beginning of 2019, and as an extension of a prior senior housing study that was conducted, the town established a Senior Housing Survey Committee to carry out a more detailed study of senior housing needs. The committee began its effort with a Senior Housing Survey that was sent out to over 2,200 seniors in the town. There was a 32% response rate for the survey, indicating a high degree of senior interest in this topic. Key insights from the survey showed seniors favoring downtown and state hospital locations for housing. Results also suggested that seniors mostly wanted single family, single floor housing with a maximum purchase price of \$450,000. After reviewing the survey results, the Senior Housing Survey Committee suggested that, for planning purposes, the town should look at developing 400 units of senior housing to meet the need that had been identified through the survey.

In a separate development, the American Legion was presented with an offer from Mayrock Development to buy the Legion property on Peter Kristof Way for a proposed 40B project. The proposal offered the American Legion a significant purchase price for the property, as well as a commitment to provide a long-term meeting place for the Legion as part of the development. This project was seen by the town as being the last major 40B project the town would need to consider in its efforts to fully meet the state's 40B housing goal. It would also feature sufficient affordable housing units to provide the town with a further two-years of 40B "safe harbor", going out through May 2022. With the American Legion's acceptance of Mayrock's proposal, in June, the Board of Selectmen issued a letter of support for the project, which was officially named "Aura".

In May, the Board of Selectmen endorsed the Medfield Meadows housing project at the corner of North Meadows Road and Dale Street, and also approved the Affordable Housing Marketing Plan for Hillside Village on North Meadows Road near the West Street intersection.

In September, the Board of Selectmen approved a contract for consulting services associated with the proposed Rosebay project on Pound Street, near Tilden Village, and, in October approved an RFP to solicit proposals to buy and develop the Hinkley South property for yet another affordable housing project.

Medfield State Hospital

In a continuation of the activities the Medfield State Hospital Development Committee took in 2018 to push ahead with implementation of the award-winning MSH Strategic Reuse Plan, in March, the Board of Selectmen approved an application for Mass Development Real Estate Technical Assistance as a logical next step on the development path for the state hospital site. In June, the MSH Development Committee issued an RFI seeking developer feedback on the commercial feasibility of the town's MSH Strategic Reuse Plan. The upshot of the feedback from commercial real estate developers received in response to the RFI was that the plan represented a viable opportunity for developers. Based on that encouraging feedback, it made sense for the town to move ahead with the process as envisioned. As part of this, the town began moving forward with the development of proposed zoning changes for the state hospital property that would enable and ensure the redevelopment of the site in a manner that would be consistent with the Strategic Reuse Plan. At a November Special Town Meeting, voters approved the proposed zoning bylaw changes.

Concurrent with the MSH Development Committee's efforts to move ahead in developing the state hospital campus, The Cultural Alliance of Medfield (CAM), anticipating being able to lease the Chapel and Infirmary from the town, undertook a series of "place-making" activities, intended to raise the overall public visibility of the MSH site, in advance of expected redevelopment activities. These activities were well-received by the public and the potential of the state hospital site began to be more widely recognized. In July, the governor signed legislation authorizing Medfield to enter into a long-term agreement with CAM to lease the Chapel and Infirmary in support of the development of an arts and culture center. In September, the town signed a 99-year lease with CAM, thereby enabling CAM to more formally begin its efforts to develop a culture and arts center on the property.

While many aspects of the planned repurposing of the state hospital were going very well, there were some bumps in the road. In July, John Thompson, who has taken a lead role in the overall maintenance of the property, raised concerns about the state's ever more apparent failure to properly maintain the Overlook on the west side of the hospital campus. John also raised concerns about the need for the town to do more to properly maintain its own open spaces around the hospital site.

Environmental Initiatives

In February, the town's Transfer Station Recycling Committee presented a proposal to introduce a plastic bag ban, subject to Town Meeting approval. Upon receiving Town Meeting approval, the ban went into effect in November.

In March, the Board of Selectmen was presented with a proposal for development of a solar project on the Kingsbury Club property on Ice House Road. This proposal was a unique proposal in that it provided the town with the opportunity to buy the electricity produced by the project at an attractive rate.

In June, the town completed its purchase of all of the town's streetlights from Eversource. As part of this transaction, the street lights were converted to LED lights as an energy saving measure for the town.

Finally, in September, the Board of Selectmen approved the Town of Medfield Hazard Mitigation Plan Update for 2019. This update resulted from planning activities carried out by the town, with state financial support, where the town worked to develop an updated inventory of potential environmental hazards or infrastructure threats in the face of revised estimates of the potential impacts of climate change and other environmental threats.

* * * * *

Looking back on the year, it's clear that 2019 was another eventful and dynamic year for the town. As was pointed out at the start of this narrative, the progress the town made was the result of diligent efforts by town employees and staff, and by a myriad of town volunteers, many of whom put in incredible amounts of time to bring about positive changes in Medfield that will benefit Medfield's residents today, and going far out into the future. Even as we bid farewell this year to people who played important roles in making Medfield the wonderful town that it is today, we welcome those people who are engaged in working to ensure Medfield's continued success as a great place to live in the future!

PUBLIC WORKS DEPARTMENT

To the Honorable Board of Selectmen
and the Residents of Medfield:

We hereby submit our 4th Annual Report of the Medfield Department of Public Works under my tenure.

The mission of the Public Works Department is to provide the Town residents with quality public services, utilizing the Department's talents, professionalism and dedication, balanced through efforts to maintain a cost effective operation and to provide these services in a responsible and efficient manner.

HIGHWAY DIVISION:

Snow and Ice Operations:

The Town experienced a total snowfall of 78 inches for the year. The Town of Medfield experiences approximately 47 inches of snow on average. Even though most of the accumulating snow fell in the late winter, it was high above our normal snowfall for the year.

Pavement Management Projects:

The Medfield Highway Division, contracting with All-States Asphalt Inc. of Sunderland, MA, utilized a rubber chip seal method to rehabilitate the entire length of Causeway Street including the subdivision of Juniper Lane, Clark Road, Alder Road, and Riverview Road.

Pavement Maintenance

The Medfield Highway Division prepares roadways across the town to allow for additional course treatments that will preserve the life of the asphalt surface. Preparation includes grinding the existing asphalt surface and paving the area that will keep the top course in acceptable condition.

Infrared Process

This process is accomplished by heating up an area of pavement and working the area as if it was freshly paved asphalt to rid the area of defects and open gaps, not to allow water to penetrate into the lower courses of the roadway. The Highway Division contracted with Felix Marino Co. of Peabody, MA to rehab some of these asphalt defects to ensure a smoother riding surface through town in various locations.

Crack Sealing

Crack sealing is another method to prevent water from penetrating into the lower surfaces of the roadway which may cause future deterioration by freezing and thawing during different times of the year. Roadways that were crack-filled include

Wilson Street, Snyder Road, Lee Road, Ridge Road, Stagecoach Road, Bayberry Road, Elm Street, Knollwood Road, and Cross Street.

Sidewalk Rehabilitation/Overlays

This past year the Highway Division reconstructed a section of sidewalk on Main Street, approximately 350 feet to relieve a drainage issue affecting public and private property.

Medfield State Hospital Grounds

The Medfield Highway Division assists in maintaining facets of the Medfield State Hospital property. Many windows and doors on the existing buildings need attention, boarding up areas, filling in potholes and sink hole maintenance at times to make the property safe for the general public.

Stormwater Management

The Medfield Highway Division continues to make upgrades to the drainage system by creating storm water detention and drywells in the system. The maintenance of the existing system involved repairing over 65 catch basins and manholes as well as the removal and replacement of 4 catch basins.

There are many more responsibilities for our Department to comply with our Stormwater Management Permit. This includes but not limited to wet and dry weather sampling at our drainage outfalls, catch basin cleaning and measuring of spoils, street sweeping our roadways, and multiple public outreach efforts to educate the community.

Garden Club

The Highway Division continues to assist the Garden Club in their endeavors around town. The division provides support in maintaining traffic control islands, planters, and a variety of staff related assistance.

TRANSFER STATION:

The Medfield Highway Division hauled 2642 tons of solid waste to the Millbury incinerator.

Fluorescent bulbs continue to be collected at the Transfer Station, as there is a shed in the recycling area for this purpose.

The Mercury Collection Program is ongoing at the Public Works Department at Town Hall. Residents are encouraged to drop off items containing mercury (e.g. thermometers and thermostats).

Single Stream Recycling:	922 tons	Clothing	107 tons
Organic Waste	18.35 tons	Mattresses	336 pieces

Light Steel	168 tons	Brush and Leaves	1143 tons
Plastic Bags	428 bags (50 gal bags)		

The residential vehicle sticker program has continued at the Transfer Station. The program was instituted to allow Medfield residents to utilize the Transfer Station for solid waste and recycling services. Stickers are continually available at the Town Hall in the Public Works office on the lower level.

CEMETERY DIVISION:

The Cemetery Division continues its weekly maintenance of the grounds including mowing of grass, pruning of trees and bushes, slice seeding, as well as the spring and fall cleanup of leaves. There were five (5) trees removed due to storm damage, age or disease. Two (2) stumps were removed by grinding and then the area was loamed and seeded. In 2019, there were fifty (50) interments, forty (40) cremation burials and one (1) inurnment at the Columbarium. Fifty-seven (57) burial lots were sold including two (2) Columbarium niches.

We would like to thank the Vine Lake Preservation Trust for all their work, support and dedication at Vine Lake Cemetery.

WATER & SEWER DIVISION:

The Medfield Water & Sewer Division continues its maintenance of the Town’s water and sewer system including mains, gravity lines, hydrants, services, gate valves, meters, curb stops, storage tanks, pumping stations and lift stations. The following statistics have been accomplished in 2019:

Hydrants Replaced:	13
Hydrants Repaired:	9
Services Re-laid:	4
Service Leaks Replaced:	1
Water Main Leaks Repaired:	4
New Water Services Installed:	5
New Sewer Services Installed:	19
Gallons of Water Pumped: (in millions)	386.32
Meters Installed:	91
MXU’s (Radio Transmitter for Meter) Installed:	107
Hydrant Flushing and Leak Detection is conducted semi-annually. (April & Oct)	

WASTE WATER TREATMENT PLANT:

In 2019 the Waste Water Treatment Plant (WWTP) undertook the task of rebuilding its own Parson Sand filter. Quote for the work and to provide all equipment and materials was \$233,000.00. It was determined that the work could

be done utilizing wastewater staff augmented by a 4-man maintenance crew from Weston & Sampson Services. CJ Shaughnessy Crane Service was contracted to provide crane service for replenishing the unit utilizing (190) 3000 lb bags of media. APC Corp was contracted to vacuum remove the existing media to allow repair to the underdrain system and heavy equipment was provided by the DPW. In total 285 tons of media was installed, putting the unit back in compliant operation. The savings due to the staff efforts was approximately \$85,000.

Sludge removal for 2019 = 2,875,400 Gallons

Plant Discharge for 2019 = 239,743,000 Gallons

PUBLIC WORKS APPRECIATION:

I would like to thank the Medfield residents, Selectmen, Town Administration, Boards and Committees, and all Town Departments for their support throughout the year.

We would like to welcome four new full-time employees to our public works team, David Mullen (Water Operator), Conner Corrigan (Highway Equipment Operator), Jason O'Brien (Wastewater Technician) and Troy Arthur (Wastewater Technician).

Exceptional appreciation is given to Robert Kennedy, Jr. (Highway Supervisor), David O'Toole (Water Supervisor), Paul Hinkley (Highway Crew Chief), Geoff Brooks (Water Crew Chief), William Donovan (WWTP Assistant Chief Operator), George Malonson (WWTP Acting Chief Operator) and to each one of our Division employees for their extraordinary dedication: William Bennett, James Callachan, Kevin Chabot, David Corrigan (Seasonal), Drew Dauphinee, Stephen DellaCamera, Scott Ficco, Malcolm Gibson, Joseph Gorman, Javier Hernandez, Jonathan Hill, Edward Hinkley, Jonathan Kohler (Seasonal), Robert LaPlante, John Miner, Edward Murray, James Nicholson, Jean Ouellette, Joseph Rebola, Max Sullivan (Seasonal).

Special thanks to Donna Cimeno and Tracey Klenk for their continued excellence, outstanding assistance and support throughout the year.

Respectfully submitted,

Maurice Goulet
Director of Public Works

BOARD OF WATER AND SEWERAGE

To the Honorable Board of Selectmen
and Residents of Medfield:

The Town of Medfield owns and operates its own drinking water sources, infrastructure, and also its own sewerage processing plant and related infrastructure. It serves approximately 3,900 customers for water and 2,700 customers for sewerage.

These services operate as stand-alone accounts that are funded only by the services provided to customer base, and not from the Town's tax base. Operating budgets and capital investments are planned several years in advance to harmonize income to cover fixed costs and variable costs. However, revenues are not guaranteed, as the volume of water pumped and amount of sewerage processed is variable. Hence free cash levels are conservatively managed, and rates for services are adapted accordingly.

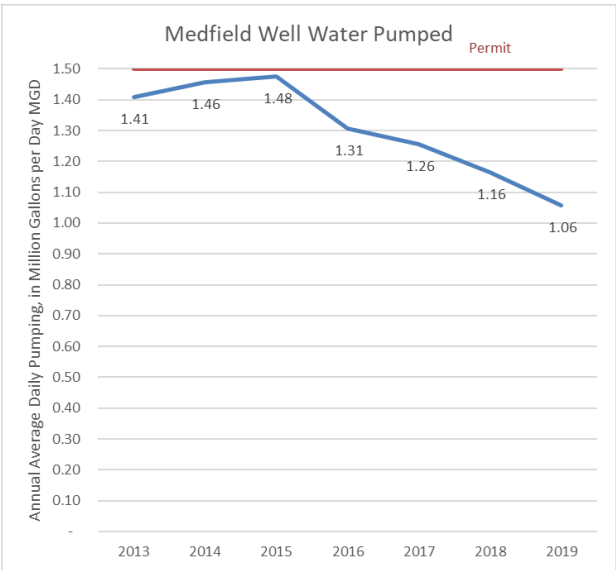
Our drinking water comes from four wells, and withdrawals are governed by permits issued by the Massachusetts Department of Environmental Protection (MassDEP). It is often the case that due to low precipitation in our and surrounding areas, we may be forced to institute different levels of water conservation measures, as per our water withdrawal permits.

This past year was different in several ways. Due to a combination of moderate summer temperatures and relatively above average rainfall, the Charles River flows were higher than they have been for several years during the summer season. While Medfield does not pump water from the Charles River directly, the river's levels are used by the MassDEP as measuring tool to trigger water conservation measures. As a result of this year's weather, we did not have to institute the normal escalation of water conservation measures during the summer, except for the last week of September.

Also in 2019, we have continued the trend of needing to pump less water to meet demand. For 2019, this was most likely due to not just lower water demand in 2019 during the typical high demand period (i.e. water used for lawn irrigation), but also positive results from the identification and repair of leaks in our underground pipes. The following illustrates the historical average daily water pumped from our wells:

Figure: Average of Annual Well Water Pumped, in million gallons per day

As the chart suggests, compared to the permitted maximum, and years of 2013 – 2015, we now appear to have reasonable buffer for increased demand. But, we will continue to be vigilant in leak detection, response, and proactive changes operations to reduce water pumped from our wells.



With a bulk of the new housing stock anticipated to be more densely designed, the ratio of the amount of water needed for irrigation per customer should also go down. So for dense housing developments, the water demand will be less than proportional to the increase in population.

We are proceeding with investing in a fixed network meter reading system. This would allow us to better understand the flow of water through the system, and for specific meters in a more real-time fashion.

The process of designing the redevelopment of wells 3 and 4 and the planned filtration system to reduce the naturally occurring manganese is proceeding. In the Spring of 2020, we expect to finalize the design parameters so that the detailed design of the facility to begin in the Fall of 2020. The filtration plan is targeted for operation in 2022.

This filtration plant, currently estimated at a \$8-10 million project cost, will substantially increase our debt service. We have been increasing rates gradually in the last few years to both increase of Enterprise Fund cash balance, but also to ameliorate sudden rate changes when the filtration plant comes on line.

The repainting and repair of the Mt. Nebo water tank was originally planned to 2019 but is now expected to be completed by autumn of 2020.

Regarding the sewerage system, we have focused on two areas. The treatment plant was upgraded in 2019 to replace parts and change how it operates to better deal with spikes in flow volume, and also meeting the finished water quality prior to the effluent being discharged.

The second area is a targeted investigation to find the source of abnormal infiltration/inflows into the sewer system. This I/I water is water that has come into the sewerage piping but has not been used by our customers. The source of this water is could be naturally occurring underground water that finds its way into the sewerage infrastructure, or improper connections. Reducing I/I helps in reducing sewerage plant operating costs, and well as helps the system meet its performance benchmarks.

There are other various projects as part of the water and sewerage infrastructure maintenance in future years, and these are mapped into the rate formulations. For both the water and sewerage Enterprise Funds accounts, we will be studying our rate structure and billing frequency to better harmonize cash flow and intensify water conservation.

Relative to recent years past, we are more confident in the ability of our water resources and wastewater treatment system to fulfill the needs of our current and projected customers. Even with the capital investment planned for the next few years, we believe the services are competitive compared to peer systems, and that Medfield residents continue to value the added sense of independence by having its own water resources and wastewater treatment services.

Respectfully submitted,

William Harvey, Chairman
Christian Carpenter
Randal Karg

PLANNING BOARD

To the Honorable Board of Selectmen
and Residents of Medfield:

In 2019, the Planning Board reviewed:

- **Site Plan Approvals:**
 - There were no new Site Plan Approval Applications in 2019.
 - There were no modifications for an existing Site Plan Approvals.
 - One (1) on-going Site Plan Approval public hearing for an Assisted Living Facility in the RS Zoning District from 2015 was withdrawn in 2019 (due to sale of LCB, LLC property).
- **Special Permits:**
 - There were no Special Permits for two-family dwellings in the RU Zoning District approved
 - There were no Special Permit applications for multi-family residential dwelling in the RU zoning district.
- **Subdivisions of Land:**
 - Four (4) Approval Not Required (ANR) plans pursuant to the Subdivision Control Law:
 - One (1) plan created one (1) existing house lot lots and one (1) buildable lot.
 - One (1) plan was for the elimination of lot lines for three (3) parcels creating one (1) buildable lot
 - One (1) plan was for the relocation of a lot line
 - One (1) plan created one (1) existing house lot lots and one (1) unbuildable parcel (for future subdivision).
 - One (1) on-going Definitive Subdivision public hearing pursuant to the Subdivision Control Law from 2016 was withdrawn in 2019 (due to sale of LCB, LLC property).
- **Scenic Roads**
 - There were no Scenic Road hearings were held in 2019. When necessary, the Planning Board holds such hearings in conjunction with the Tree Warden.
- **Change of Uses:**
 - The Planning Board reviewed three (3) Change of Use requests as required by § 300-14.12.A. and two (2) extensions of previous approvals.
- The Planning Board held several informal discussions with land owners, potential affordable housing proposals, and debriefing on planning related activities from other boards and committees, etc.

TOWN MEETING ACTION

At the Annual Town Meeting, the Planning Board voted to recommend passage of the following Zoning Bylaw amendments:

- New language and map change to create a new zoning overlay district called Upper Spring Street Overlay District (USSOD)
- Chapter 300 zoning Article 14 for updating Special Permit criteria for the ZBA
- Minor terminology amendments to Chapter 300 Zoning Table of Use Regulations

There were no Street Acceptances in 2019.

At the Special Town Meeting on November 18, 2019, the Medfield Planning Board ardently recommended the passage of the Medfield State Hospital District (MSHD) Zoning Bylaw. The bylaw represents an opportunity for the Town of Medfield to preserve and adaptively reuse the historic buildings and campus to manage future growth and meet town goals, while creating a framework under which any proposed development can be fully reviewed and vetted. The Planning Board has been supportive of the Master Planning Committee and their ongoing efforts to create a plan for reuse of the property since the Town acquired the Property from the Commonwealth in 2014. We have relied on Planning Board member Teresa James for her participation on the Master Planning Committee and keeping the Board apprised of MSH related updates throughout the development of the plan. The Board held multiple joint meetings to review the draft preferred use scenario and proposed zoning and design guidelines for the property over the past two years, culminating at two public hearings in October where feedback from members of the public was received.

SIGN ADVISORY BOARD

Under Section 13 of the Town of Medfield Zoning Bylaw the Sign Advisory Board reviews sign applications for their compliance with the Bylaw. The Advisory Board also assists applicants in understanding the Sign Bylaw and works with them to obtain results in keeping with the character of the Town. In addition Sign Advisory Board members make recommendations to the Planning Board for changes in the Bylaw. The Board is comprised of both local business people and residents. In 2019 the Sign Advisory Board acted on 11 sign applications with 11 new permanent sign approvals.

The Planning Board would like to thank the Sign Advisory Board for all its diligent work: Matt McCormick, Chair, Jeff Hyman, Thomas Erb, Howard Richman, and John Messina.

BOARD COMPOSITION

There were no changes to board composition in 2019 as Paul McKechnie was re-elected at the Annual Town Election.

OTHER BUSINESS

Teresa James is also a member of the Townwide Master Planning Committee. She advises the Planning Board on the TWMP's steps in the preparation of the update to the 1997 master planning document.

Associate Member James Brand serves as the Board's liaison on the Affordable Housing Trust which was constituted in 2017. He updates the Board as needed and is a project liaison for several potential affordable housing projects in the pipeline.

Associate Member Seth Meehan serves as the Board's representative on the Historical Commission. He maintains communication regarding demolition requests particularly as they affect the Residential-Urban (RU) Zoning District.

The Planning Board recognized the continued working relationship with the members of the Zoning Board of Appeals in discussing overlap and priorities for potential future zoning bylaw amendments to meet the needs of this dynamic community.

The Planning Board acknowledges with thanks the cooperation and assistance of the Town Boards and Departments with special thanks to: Sarah Raposa, AICP, Town Planner; Marion Bonoldi, Recording Secretary; Leslee Willitts, Conservation Agent; Superintendent of Public Works Maurice Goulet; Tree Warden Edward Hinkley; Town Counsel Mark G. Cerel; and Gary Pelletier, CBO, Building Commissioner/Zoning Enforcement Officer.

Respectfully submitted,

Sarah T. Lemke, Chair (term exp. 2021)

Teresa James, Vice-Chair (term exp. 2022)

Gregory Sullivan, Clerk (term exp. 2023)

Paul D. McKechnie, Member (term exp. 2024)

George N. Lester, Member (term exp. 2020)

James Brand, Associate (annual appointment)

Seth Meehan, Associate (annual appointment)

BOARD OF APPEALS ON ZONING

To the Honorable Board of Selectmen
and Residents of Medfield:

During 2019 the Board of Appeals met on -- occasions for public meetings, hearings, or site visits and received the following applications: (some applications had multiple requests for relief from the Town of Medfield Zoning Bylaw). Applications reviewed and approved, *except where noted*:

- One (1) Special Permit to allow a home occupation
- One (1) Special Permit to allow a home occupation *withdrawn prior to noticing*
- Four (4) Special Permits to allow a family apartment
- One (1) Special Permit to allow a swimming pool within the setback
- Three (3) Special Permit Findings that renovations/additions to houses or teardowns would not be detrimental to the neighborhood
- Two (2) Modifications of previous decision
- One (1) Variance for dimensional relief denied
- Two (2) Variances for dimensional relief granted
- One (1) Special Permit to allow a cell tower at the Medfield State Hospital Water Tower
- Three (3) Comprehensive Permits:
 - One (1) 36 non-age restricted units comprised of 24 one-, two-, and three-bedroom rental units in multiple buildings and 12 two- and three-bedroom condominium (ownership) units in multiple buildings with 25% affordable at 41 Dale Street (Medfield Meadows) *Granted*
 - One (1) 45 age-restricted all-affordable rental units in one building at 30 Pound Street (The Rosebay at Medfield) *Pending*
 - One (1) 56 non-age restricted one-, two-, and three-bedroom rental units in one building with 25% affordable at 50 Peter Kristof Way (The Aura at Medfield) *Pending*
- Six (6) Modifications to existing Comprehensive Permits

The Board received no requests for Special Permits to allow work in the Flood Plain District and/or Watershed Protection District.

As of December 31, 2019, the comprehensive permits applications at 30 Pound Street and 50 Peter Kristoff Way have not been acted upon as well as one (1) Variance for dimensional relief (amount of contiguous uplands).

In 2019, Jared Gustafson was appointed an associate member to the Board.

The Board would like to express its sincere thanks for all the support and consideration it has received this past year from the Town Boards and the residents

of the Town of Medfield and particularly the assistance of Sarah Raposa, AICP, Town Planner, and Marion Bonoldi, Recording Secretary.

Respectfully submitted,

John J. McNicholas, Chairman
William McNiff, Member
Michael Whitcher, Member
Charles H. Peck, Associate
Jared Spinelli, Associate
Jared Gustafson, Associate

BOARD OF ASSESSORS

To the Honorable Board of Selectmen
and Residents of Medfield:

The Massachusetts Department of Revenue in December, 2019 approved the Assessors' values for Fiscal Year 2020. This resulted in a uniform tax rate of \$17.83. The tax rate decreased slightly by four cents over last year's tax rate of \$17.87. The net town tax levy commitment, which is primarily the result of monies appropriated at Town Meeting, was \$49,598,590, amounting to an increase of 1,669,727, or 3.48% over last year (\$47,928,863). Tax bills were mailed early in December, 2019 for third quarter tax payments. The real estate market continued to improve as assessed valuations of single-family homes in Medfield increased an average of approximately 3% between January, 2018 and December, 2018. Overall total valuations (all classes) in fiscal year 2020 increased to 2,781,749,290 from \$2,682,085,211 in fiscal year 2019.

Taxpayers may access information online via the town of Medfield's website (town.medfield.net), under the Board of Assessors online database section. Information available includes: fiscal year 2020 property values database, Geographic Information System (GIS), exemption information and applications along with information on excise tax. The Board continues to update the Assessors' webpage as needed.

The Board wishes to thank their staff: Yvonne Remillard, Kathy Mills and Diane Clancy for pulling together the facts, figures, and documentation which enables the Assessing Department to fulfill its role as part of Medfield's financial team. Additional thanks goes to our senior work off employees: Marty Gellerman and Glenda Neary who provide much needed assistance in the office throughout the year.

Respectfully submitted,

Jeffrey J. Skerry
Kenneth L. Manning
Thomas V. Sweeney, Jr.



MEDFIELD POLICE DEPARTMENT

To the Honorable Board of Selectmen
and Residents of the Town of Medfield:

I am pleased to present the 2019 Medfield Police Department's Annual Report which highlights the activities and accomplishments throughout the calendar year.

This has been a transitional year for the Department and we experienced many personnel changes. It has been my pleasure to step into the role as the new leader of this fine organization. I continue to marvel at the dedication of the men and women that serve this community and the overwhelming support of the citizens in Town. This year, the Department had two retirements, Deputy Chief John Wilhelmi who proudly served since 1982, and Sergeant Ray Burton, who proudly served since 1988. We wish them well in their retirement. In a continuing effort to encourage advancement from within the Department, I was honored to promote Larz Anderson to the position of Deputy Chief and Ryan Maxfield to Sergeant (nights). They have embraced their new roles and I am fortunate to have their leadership.

The Department also hired a new officer, Conor Ashe who transferred from Franklin and three new Special Officers, Kailee Lutz, Richard Forrester, and Brendan Pasco.

The department applied for and received the Stanton Grant, Vest-a-Dog, E991, Medproject, and Byrne Grants. Two of these grants allowed us to introduce new resources - a K9 trained in patrol functions, search, and narcotics detection and a Crisis Intervention Team to assist in follow-up and alternate solutions to arrest for our most vulnerable populations.

In an effort to enhance community policing, we established regular walking posts on Main Street throughout the summer and holiday season. The feedback was overwhelmingly positive from the residents and officers alike.

The Department is currently undertaking a complete review of its policies and procedures while issuing new directives which meet or exceed State Accreditation Standards.

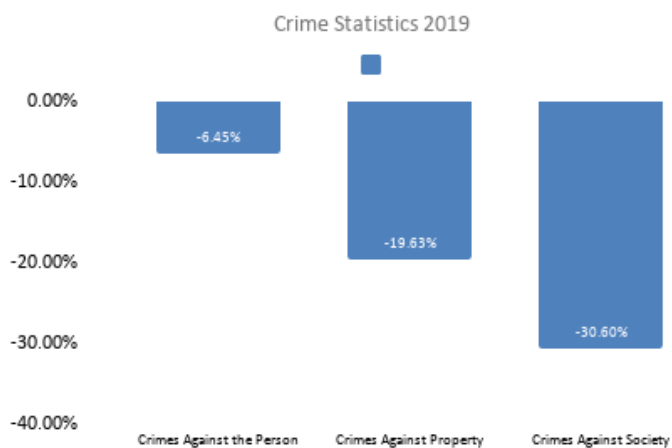
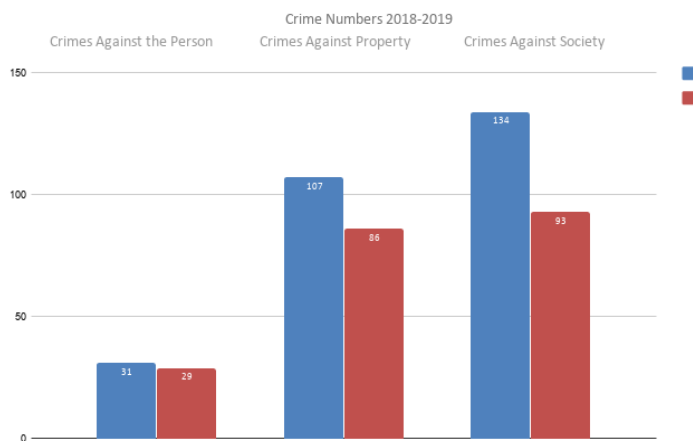
Traffic enforcement issues remain a priority for the Department and residents. This year we saw an increase of 23.2% in motor vehicle accidents. With increased distractions to drivers, we can only surmise that many of these accidents could have been avoided. The Department is looking forward to enforcing the new Hands Free initiative to enhance safety for all.

We are pleased to report a complete reduction in crime this year in all categories. We experienced an overall increase in call volume of 24.1%. We strongly believe that the community's trust in our officers has resulted in a cooperative effort between the community and Police Department to willingly report crime and suspicious activity. This had a direct correlation in our crime reporting trending downward.

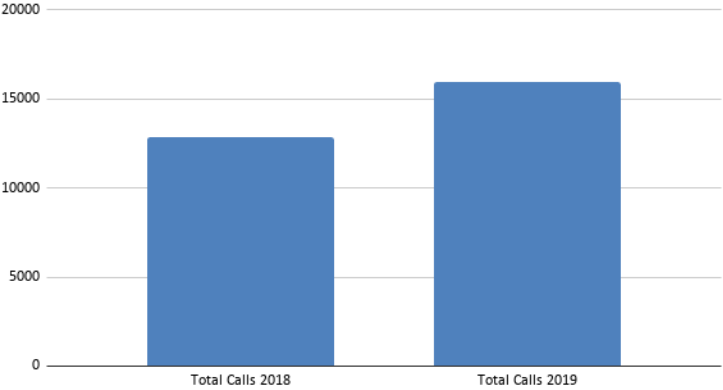
In closing, I would like to extend a warm thank you to the Board of Selectmen, Town Administrator, Town Department Heads and residents for welcoming me into this community. I would especially like to thank the men and women of the Medfield Police Department for embracing many changes this year and demonstrating their commitment to the citizens they serve.

Respectfully submitted,

Michelle D. Guerette
Chief of Police



Total Call Volume 2018-2019



ANIMAL CONTROL/ANIMAL INSPECTOR

TOTAL CALLS FOR 2019	956
Calls for dogs running loose	39
Barking dog complaints	8
Dog attacks	6
Dogs left in hot cars	13
Number of citations issued	6
Calls for animals to be removed from a resident's home (includes squirrels, chipmunks, birds, opossums, and snakes)	34
Calls regarding foxes and coyotes, woodchucks, turkeys, rabbits, turtles, etc.)	68
Bats removed from resident's homes	22
Animals hit by cars	
Dogs	3
Cats	3
Raccoons	12
Skunks	4
Deer	27
Other	40
Injured or sick wildlife that had to be euthanized by the ACO	
Raccoons	4
Skunks	5
Deer	6
Other	14
Calls related to squirrels, chipmunks and birds	36
Calls related to raccoons, skunks and opossums	26
Calls related to foxes and coyotes	22
Dog bites in 2019	12
Cat bites in 2019	2
Medfield Animal Shelter:	
Dogs abandoned in Medfield	3
Number of stray cats brought to the shelter	24

This year 439 cats, 103 dogs, 11 rabbits, 42 guinea pigs, 2 birds and 2 other small animals were rescued and adopted from the Medfield Animal Shelter for a total of 599 animals saved!

Rabies:
Only **two** of the ten specimens sent to the State Lab for tested positive for rabies. If there is no human or animal contact, the sick wildlife is not tested.

Barn Inspections:
All barns and livestock have been inspected and pass the requirements of the Town of Medfield and the Commonwealth of Massachusetts. All of the animals are in the best of condition.

The following animals were counted in Medfield in 2019:

Horses	95
Poultry	101
Goats	6
Donkeys	5
Alpacas	17
Emu	1
Waterfowl	9

I truly appreciate the continuing support and cooperation of the Town of Medfield, the Medfield Police Department, Main Street Veterinary Hospital, Millis, Medfield Veterinary Clinic and the two Traveling Veterinarians, Heather Cochran, DVM and Kate Pittman, DVM. I also want to thank current Assistant ACO's, Lori Sallee and Robert LaPlante, for their coverage after my three-month leave following my neck surgery and also when I am off work and weekends. I want to acknowledge all of the Medfield Animal Shelter's dedicated volunteers that care for the animals every day and the biggest thank you to the Medfield residents for their ongoing donations and support of the Medfield Animal Shelter. Without all of you, we would not have been able to save the cats, dogs, rabbits, birds and other small animals, totaling 599, that were adopted this year!

Respectfully submitted:

Jennifer Shaw Cronin
Animal Control Officer
Animal Inspector



MEDFIELD FIRE DEPARTMENT

To the Honorable Board of Selectmen
and the Residents of Medfield:

I hereby submit my Annual Report as Chief of the Fire Department for the year ending December 31, 2019. It is the mission of the Medfield Fire Department is to provide efficient, effective, and professional emergency response to the citizens of Medfield and its visitors, to ensure community safety and enhance our quality of life. We have established department values which are the standards of behavior for overall success, these are:

- Teamwork: Working together to achieve common goals
- Integrity: Committed to the highest standard of moral and ethical conduct
- Excellence: Demanding the best from ourselves and others

Administration

The administrative functions of the department ensures proper deliver of fire and EMS services, but also include budget preparation, revenue collection, preparation of warrants, and extensive human resource management. Financial responsibility is key in the preparation and expenditures of a nearly \$1.4 million dollar budget, capital requests / purchases, and short & long term business planning. All of our department members play key roles in the delivery of services, and are called upon to fill different roles within our organization.

This last year we have moved towards computer based record keeping for 80% of our in-house documents. I have established the following goals for the upcoming year.

Goal 1 - Evolve as an organization to continually meet the needs and demands of our community, citizens and visitors.

Goal 2 – Improve communication throughout the organization including internal and external customers.

Goal 3 – Control program costs through management techniques while maintaining efficiency.



To achieve our goals we must:

- Provide positive leadership and support to enable the department to accomplish its mission.
- Monitor trends within and throughout the fire service to improve efficiency and effectiveness
- Continue to discuss opportunities for consolidation with neighboring agencies
- Measure our performance against established standards and adjust to meet the standards
- Reward personnel for completion of duties related to valor, expertise, etc.
- Develop and implement “Customer Service Survey”
- Recruit, prepare and mentor employees for future assignment within the organization

Grants

The department received a SAFE grant from the Massachusetts Department of Fire Services in the amount of \$4,154 for student fire education and for senior fire education. We will continue to seek out alternate funding sources to help offset the cost of equipment and apparatus. We have applied for the Assistance to Firefighter Grant Program (AFG) for advance life support (ALS) equipment and to replace our aging fleet of fire apparatus.



Personnel

The Medfield Fire & Rescue Department consists of 13 full-time firefighters and 14 part-time firefighters. Our staff includes 1 Fire Chief, 1 Deputy Fire Chief, 5 Lieutenants, 5 Firefighter/Paramedics, 6 Firefighter/EMT's, and 6 firefighter/First Responders.

2019 Retirements and Resignations

FF Chris Bonadies resigned as a Call FF

FF Joe Brienze resigned as a Call FF

2019 New Hires

No new hires

Fire Operations

We respond to all fires, emergency medicals, technical rescue, water rescues, and hazardous materials calls in our community. In calendar year 2019, we responded to 1,452 calls for service. There has been a significant increase in the number of second medical calls and the frequency of non-EMS related calls has also increased. Every time we respond for a call for service we now track that activity through dispatch. For the first time we have provided mutual aid more than we have received it. We are now able to support our mutual aid partners with an ALS ambulance as they did for the town all those years.

In 2019, there were 255 Box Alarms for incidents such as building fires, severe MVA's, extrications, brush fires, fire alarm response, mutual aid response, storm coverage, and additional manpower request. We expanded our coverage and began staffing the second ambulance at the BLS level. We are challenged by not having enough part time staff trained to the EMT level.

In order to ensure that the EMS system is of the highest quality, we are required to meet Massachusetts Office of Emergency Management Service (OEMS) standards. We have an aggressive Quality Assurance and Quality Improvement (QA/QI) program to improve our EMS service delivery. I have established the following goals for the upcoming year.

Goal 1- Provide rapid response and aggressive intervention for all emergencies to which the department is called.

Goal 2 – Provide current training and mentoring for personnel to meet growing demands of the Town and Fire Department.

Goal 3 – Improve EMS delivery

Incident Type Category	2019
Fire - NFIRS Series 100	18
Overpressure Rupture, Explosion, Overheat (No Fire) - NFIRS Series 200	2
Rescue & Emergency Medical Service Incident - NFIRS Series 300	784
Hazardous Condition (No Fire) - NFIRS Series 400	125
Service Call - NFIRS Series 500	195
Good Intent Call - NFIRS Series 600	77
False Alarm & False Call - NFIRS Series 700	244
Severe Weather & Natural Disaster - NFIRS Series 800	0
Special Incident Type - NFIRS Series 900	7
	1452

Mutual Aid Given		
Town	Occurrences	Percentage

Dover	43	3.0%
Medway	1	0.1%
Millis	18	1.2%
Norfolk	4	0.3%
Walpole	4	0.3%
Westwood	2	0.1%
Total Calls	72	5%

Mutual Aid Received		
Mutual Aid Received	64	4.0%
Automatic Aid Received	1	0.1%
Total Calls	65	4.1%



Community Risk Reduction

It is Lt. Michael Harman's role to provide Fire prevention and Code Enforcement for the town of Medfield. Fire Prevention works to provide a safe community for the citizens and visitors of Medfield by applying the principles of engineering, enforcement and education. The department utilizes the current Massachusetts Fire and Safety codes. These codes help to protect property from the hazards of fire, explosion or dangerous conditions in new or existing buildings and ensure firefighter and agency responder's safety during

agency operations. The prevention section also coordinates with the building inspector's office to review potential incoming projects, periodic commercial occupancies, and plan review of all residential building plans. We also provide education and outreach to at-risk populations in our community as well as public information and resources.

Service Review – Engineering

Fire Prevention and Code Enforcement ensures that the requirements of Massachusetts law, codes and standards are engineered into future projects in our community. The prevention officer conducts plan review and approval as well as providing technical expertise to developers, architects, and contractors, general public and operational personnel. The section saw an increase from this past year and anticipates further increases in 2020. Going forward we have to start thinking about staffing a full-time Fire Prevention Officer. The demands of the position and the ever evolving code requirements have become too much for those of us who are not trained on current standards. Fire Prevention and Code Enforcement activities focus on ensuring that existing buildings and facilities are

operated and maintained to state codes providing a safe environment for the employee, citizens, and visitors of Medfield and for agency response personnel. The primary tool for this is annual fire inspections. Inspections are conducted in both commercial and industrial buildings to ensure they meet standards and up to code. There were a total of 455 fire inspections in 2019.

2019 Inspection Activities

24 Fire Drills/Lock Down Drills
7 Fire Alarm
26 LP Gas
40 Life Safety
2 Nursing Home
39 Oil burner
326 Resale Inspections/Final Occupancy
6 Sprinkler System
2 Tent/Event
6 Tank Removal
1 Tank Truck Transfer Tank
231 Permits issued

Public Education provides education and community outreach keeps all of Medfield's temporary and full time resident's fire safe. Last year the MFD conducted station tours, school presentations, fire safety talks, evacuation drills, participated in major events (Medfield Day and the Holiday Stroll), and outreach campaigns. Through these educational opportunities the prevention staff was able to educate both children in schools and elders in their homes. I have established the following goals for the upcoming year.

Goal 1 – Proactively improve life safety, minimize losses and reduce the risks from fire through; education, application of codes and investigation.

Goal 2 – Implement a Community Wellness Program working with all stakeholders

To achieve our goals we must:

- Develop and update our preplans
- Develop and update policies and procedures for Fire Prevention
- Host an Open House again in 2020
- Implement new fire safety programs for Medfield Schools



Facilities & Equipment Management

New OSHA requirements have been put in place for 2019. They have added additional requirement such as station and equipment inspections to ensure safe working environments. We will continue to ensure that all department apparatus and facilities are in a safe and proper working order and equipped to

meet industry standards. I have established the following goals for the upcoming year.

Goal 1 – Meet increasing demands on the Fire Department and industry standards

- Develop and maintain our Capital Improvement Program (CIP) aimed at correcting equipment concerns

Goal 2 – Provide the appropriate apparatus and equipment needed to meet the needs of the department

- Evaluate all apparatus and vehicles and update CIP to reflect overall department requirements

Emergency Medical Services

It is EMS Officer Lt. Jeffrey Bennotti's role to help provide and maintain through education and training an excellent level of Emergency Medical Service to the citizens of Medfield. All members of the Medfield Fire Department are also cross trained as Emergency medical technicians and first responders. 7 members are trained to the level of EMT-Paramedic. This level of training allows us to provide the very best emergency medical care possible to the town.

Our EMT's and Paramedics are required to recertify every two years. This process consists of completing 60 hours of training broken down between a 30 hour national core competency program, and an additional 30 hours of continuous educational classes. This continuous training and education allows our members to always be up to date on the newest teachings and practices in EMS.

Medical Calls by General type						
Year	BLS Transports	ALS Transports	Total Ambulance Calls	Fire Calls	% Of EMS calls	Total
2019	302	318	784	668	54%	1452

The Medfield Fire Department responded to 784 medical emergencies in 2019. Approximately 318 were calls that required “Advanced Life Support”. This might mean that the patients require cardiac monitoring, IV therapy, airway management or in some cases medication administration.

Goal 1 - Continuously provide an excellent level of EMS to the citizens of Medfield.

Goal 2 – Continue to develop our EMS staff through an extensive QA/QI mentoring program

Respectfully submitted



William C. Carrico II
Fire Chief

With the assistance of the following staff:

Lt. Michael Harman
Lt. Jeffery Bennotti

INSPECTION DEPARTMENT

To the Honorable Board of Selectmen
and Residents of Medfield:

The following is our annual report for the year ending December 31, 2019:

	Permits		Inspection s		Income (\$)		Expenses (\$)	
	2018	2019	2018	2019	2018	2019	2018	2019
Building	656	694	1156	1174	574,756	459,513	104,875	105,082
Wiring	462	500	760	922	62,958	69,520	26,215	32,097
Plumbing/Gas	583	557	570	587	42,820	39,855	19,540	20,495

Total revenue from the issuance of permits and fees for inspections for the calendar year 2019 was \$568,888 as compared to \$680,533 in 2018. Direct expenses for 2019 were \$157,674 as compared to \$150,630 in 2018.

BUILDING INSPECTION

A breakdown of building permits issued is listed below:

New single family dwellings	18
New Multi-family (0 units) & Apartment (20 units) bldgs	2
Complete partially finished single dwellings	0
Additions to private dwellings	28
Renovations to private dwellings	179
Additions & renovations to business/industrial buildings	29
New industrial/business buildings	0
Family apartments	3
New Mixed Use buildings	0
Shingling roof & installation of sidewalls	115
Private swimming pools	7
Swimming pool demolition	0
Accessory buildings	9
Demolition	8

Tents (temporary) & construction trailers	9
Signs	12
Stoves (solid fuel burning/chimneys)	9
New windows	72
Solar Systems	17
Sheet Metal	76
Insulation	83
Decks	18
Foundations	0
Total	694

Occupancy certificates were issued for 30 new residences in 2019, as compared to 12 in 2018.

Inspections for certification of business, schools, multi-family dwellings, nursing homes and pre-schools amounted to 40 inspections for 2019.

Estimated construction costs on permits issued:

	<u>2018</u>	<u>2019</u>
New dwellings	\$9,002,712	\$6,870,000
Renovations and additions, pools, shingling, sidewalls, etc. on residential	15,855,791	16,736,628
New construction - business and industry	1,600,000	0
Renovations and additions business and industry	5,835,790	2,871,328
Multi-family dwellings/Apt Buildings	4,471,200	1,500,000
Two family dwellings	0	0
Family apartments	65,000	365,865

Whether you are planning to renovate a kitchen or bath, finish a basement, add a pool, a deck, re-shingle, apply siding or install replacement windows, most changes to your home require a building permit. These comprehensive building code requirements may seem cumbersome, but they are meant to benefit us all by monitoring the building and development activities in our community. Please also remember that the placement of any type of structure, as simple as a tool shed (accessory building) on your property must adhere to the rules and regulations of the Medfield Zoning Bylaws, and in most cases a building permit is required. Before you proceed with any changes to your home or property, please call the Building Department at the Town Hall (508-906-3005) and we will help you get started in the process of applying for a permit.

Enforcement of the State Building Code (780 CMR – 9th Edition) continues to be the responsibility of the Building Commissioner and Inspectors. Legislation effective 7/1/92 requiring contractors to be registered with the Commonwealth became the responsibility of the Building Department staff to institute procedural changes for compliance. The office of the Building Department also keeps an accurate registration of builders holding State Construction Supervisor's licenses in order to assure compliance with Section 110.R5 of the State Building Code. The Building inspectors continue the enforcement of the code by making Inspections of schools, churches and rest homes, as well as other places of assembly on a periodic basis.

The Building Commissioner also serves the town in the capacity of Enforcing Officer for Zoning and, as such, made 75 inspections to investigate complaints and inquiries brought to his attention by residents as well as other town boards and departments.

The assistance and cooperation of Fire Chief Carrico during inspections was greatly appreciated. The Fire Department and the Inspectors continue to inspect smoke detectors and carbon monoxide detectors in new construction and in additions and renovations, as well as inspecting the installation of solid fuel burning appliances. Residents are reminded of the importance of having their wood/pellet stove installations inspected and certified in accordance with the requirements of the Massachusetts State Building Code.

Thank you to Scott Allison, Department Assistant. Also, a special thanks again this year to Margaret Warren for her continued help in this office.

PLUMBING AND GAS INSPECTION

The purpose of the position of the Plumbing and Gas Inspector is to administer, investigate and enforce the Uniform State Plumbing Code and State Fuel Gas Code. Homeowners cannot be issued plumbing or gas permits. Permits can only be issued to a licensed Journeyman or a Master Plumber. Plumbing or gas cannot be installed, altered, removed, replaced, or repaired until the Inspector of Plumbing or Gas has issued a permit. The Inspection Department will be glad to help you make the determination concerning the need for plumbing and gas permits. When a citizen of the town requires the plumber or gas fitter to apply for a permit, he is getting the assurance that the installation will be completed correctly and safely by a trained professional.

The Plumbing Code is constantly being changed and upgraded to try to give the consumer and the plumber a direction that will assure a safe installation. Of great concern lately is the installation of backflow prevention devices, where necessary, to insure the continuance of the good clean potable water of which we are very proud in Medfield.

WIRING INSPECTION

The Wiring Inspector continues to enforce the Massachusetts Electric Code as well as the National Electric Code in his inspections of wiring installations for which permits are issued. Residents are reminded that the permitting process is in effect to assure safe and correct installations.

Thank you this year to Don Colangelo, Local Building Inspector, Peter Diamond, Assistant Electrical Inspector and James Coakley, Assistant Plumbing & Gas Inspector.

Respectfully submitted,

Gary D. Pelletier, Building Commissioner
James J. Leonard, Inspector of Wires
John A. Rose Jr., Plumbing & Gas Inspector

SEALER OF WEIGHTS AND MEASURES

To the Honorable Board of Selectmen
and the Residents of Medfield:

The following is the Annual Report for the Sealer of Weights and Measures for calendar year ending December 31, 2019.

Measuring devices tested and sealed as required by Massachusetts law:

Weighing Devices	62
Liquid measuring meters (in motor fuel pumps)	73
Linear measures (yardsticks and tape measures)	1
Bottle refund machines	2
Price accuracy (scanning system) inspections	4
Other inspections and tests (packaged grocery Items etc.) for weight and marking	44

Respectfully submitted,

W. James Allshouse
Sealer of Weights and Measures

CONSERVATION COMMISSION

To the Honorable Board of Selectmen
and Residents of Medfield:

The Conservation Commission is pleased to submit its annual report for 2019.

The Conservation Commission was formed under the Conservation Commission Act of 1957 (G.L. Ch. 40 sec 8C). The Commission administers the Massachusetts Wetlands Protection Act (the Act), M.G.L. Chapter 131, Section 40, the Department of Environmental Protection's Stormwater Management Policy and the Medfield Wetlands Bylaw (the Bylaw), Chapter 290. These laws protect the wetlands and waterways of Medfield.

The protected resource areas are floodplains, swamps and bogs, streams, ponds and other water bodies, and certain types of land adjoining them. Under the Medfield Wetlands Bylaw, vernal pools and vernal pool habitat (100-foot area surrounding the vernal pool) and a 50-foot no-disturb buffer zone are protected resource areas. Anyone proposing to alter a resource area or land subject to flooding, or to perform work within 100 feet of a wetlands or bank, or within 200 feet of a river or perennial stream must file for a permit with the Conservation Commission. Anyone intending to work within these protected areas must satisfy the Commission that the proposed work will not significantly harm the resources.

In 2019, the Commission held 19 public meetings for the purpose of: 11 Requests for Determinations of Applicability and 4 Notices of Intent for activities related to wetlands resources. One continuous Enforcement action remains pending court action for violations. No Certificates of Compliance, Extension Permits or Emergency Permits were issued in 2019. The Commission continues to transfer funds from its fee account to the general fund in order to offset the Conservation Agent's salary.

Richard Hooker and George Darrell became full members of the Commission. Presently there are no associate members. The Commission adopted a six month rotation of officers. For 2019, Michael Perloff and Mary McCarthy held the position of Chairman.

In addition to the regulatory responsibilities of wetlands protection, the Commission is charged by the Conservation Commission Act to actively protect the watershed resources of the town and to promote and develop natural resources of the town. Included within this charge, the Commission supports the Open Space Committee in its development of the revised Open Space and Recreation Plan. The Plan received conditional approval from the MA Executive Office of Energy and Environmental Affairs through November 2022. The Commission conducted the review of the various items to address the revisions of the

conditional approval and to provide the town with a revised Open Space and Recreation survey regarding the needs of the community. Commissioner Robert Aigler continues to direct the completion of the Open Space and Recreation Plan.

The Holmquist Farm Conservation Land on Plain Street is the home for the Medfield Community Gardens. The Medfield Community Gardens program is facilitated by Neal and Betty Sanders. All garden plots for the growing season of 2019 were actively used by the residents of Medfield. As the manager of the Holmquist Farm Conservation Land, the Conservation Commission thanks Betty and Neal Sanders for their gardening knowledge and experience in structuring, scheduling and providing advice to the gardeners involved in the Community Gardens program. A 'No-Till' method for the gardens was introduced in the 2018 growing season and continued into the 2019 growing season. Gardeners with excess produce donated the vegetables to the Medfield Food Pantry. The Commission entered into a discussion of expanding the gardens. This is a minimum two-year process of preparing a new area for the no-till method of gardening.

The Conservation Commission manages an abbreviated pond management program for Meetinghouse Pond (aka Baker's Pond) on North Street, Cemetery Pond (at the Route 109 cemetery entrance), Kingsbury and Danielson Ponds on Route 27, and Flynn's Pond on Pondview Avenue. No treatments were applied during the 2019 season. Commissioner Robert Kennedy is the liaison for the Commission with Solitude Lake Management regarding the types of treatment necessary for each of the ponds. The ponds are reviewed for invasive species and native nuisance vegetation each year. The methods of treatment are hand-pulling or spot chemical applications. There are no widespread chemical applications to any of the ponds. These treatments protect the open water quality of each of the ponds.

The Pare Corporation provided a safety review of the Danielson Mill Pond Dam. This review is at the request of the Medfield Department of Public Works. The review provides ongoing reports for Dam Hazard Classification. Routine inspections and reports are submitted to Maurice Goulet, Superintendent of Public Works.

The Conservation Commission meets on the first and third Thursdays of each month. The Conservation Commission is a seven-member commission. Commissioners are appointed by the Board of Selectmen. Anyone interested in serving on the Commission as a member or an associate should send a letter of interest and resume to the Board of Selectmen and a copy to the Conservation Commission.

The Conservation Office is located on the second floor of Town Hall, Room 209

and is open on Tuesdays, Wednesdays and Thursdays. For an appointment regarding conservation and /or wetlands matters, call the Conservation office, 508 906-3028.

Respectfully submitted,

Conservation Commission

Deborah J. Bero, Chairman
Robert E. Kennedy, Vice-Chairman
Robert Aigler
George Darrell
Richard Hooker
Mary McCarthy
Michael Perloff

MEDFIELD HISTORICAL COMMISSION

To the Honorable Board of Selectmen
and the Residents of Medfield:

What We Do

The Medfield Historical Commission is appointed by the board of selectmen. Our job is to identify and protect Medfield's historical and archaeological assets. We make sure historic preservation is considered in community planning and development decisions. The commission has an annual budget of \$1,500, and it has certain statutory authority. Its monthly meetings in the town hall are open to the public.

We work proactively to preserve those qualities of the town that residents say they want, which helps preserve property values. We walk the narrow, fuzzy line between historic preservation and respecting property owners' rights. Owners tend to favor historic preservation in principle...so long as it doesn't affect their bottom line when they want to demolish an antique to make room for a McMansion, which they believe will have greater market appeal.

Demolition Delay Bylaw

In 1994, Medfield became one of the first Massachusetts communities with a demolition delay bylaw, and ours is one of the state's more stringent. It prevents historically significant buildings – non-renewable historical resources -- from being demolished before serious efforts have been made to rehabilitate or restore.

When an application is filed to demolish a building over 50 years old, the commission investigates and holds a hearing to determine whether it is historically significant. If a building is declared "preferably preserved," the commission is required to impose an 18-month delay on its demolition.

The commission always seeks win-win solutions – such as rehab and adaptive reuse of at least part of the building -- that serve the interests of both the property owner and historic preservationists. We define lose-lose as when the owner refuses to negotiate and instead simply waits us out for the full delay term and then demolishes the structure.

Over the 27 years since the town meeting vote approved the demolition delay bylaw, the commission has approved about two-thirds of the demolition applications right away after the hearing. Most of the others have resulted in delays which were lifted quickly after some back-and-forth discussions about preservation concerns. Fewer than 10 percent have led to demolition delays that ran the full term.

In 2019 the commission considered and approved seven new demolition applications -- vs. 9 in 2018, 15 in 2017, 13 in 2016, 20 in 2015, 16 in 2014 and 12 in 2013. Six were for total demolition of houses at 11 Nebo Street, 6 Belknap Road, 9 Johns Avenue, 2 Summer Street, 27 Pine Street, and 10 Hale Place. The first five were ranch or cape-style houses built in the mid-20th century and were quickly deemed to have no historical significance. The vernacular-style house at 10 Hale Place dated from about 1880 and was in reasonably good condition; but by a 3-1 vote the commission decided it was not historically significant. The other demolition approval was for a failing garage at 42 Miller Street built in the mid-20th century.

Certified Local Government

Thanks to its CLG (Certified Local Government – and we have to reapply every year) status, Medfield has received many survey and planning grants from the state and federal governments. The Massachusetts Historical Commission continues to encourage us to apply because they believe we put the money to good use.

Medfield Archaeological Advisory Committee (MAAC)

The Medfield Archaeology Advisory Committee was formed in 1993 as a subcommittee of the Medfield Historical Commission. It was formed to help protect archaeologically-sensitive areas in town. MAAC members are John A. Thompson, Chairman; Cheryl O'Malley; Mark Agostini; Rob Gregg; and Marc Eames.

On an ongoing basis, the committee maintains and updates a map of the archaeologically-sensitive areas, helps protect the sites, evaluates and registers artifacts, and provides educational services.

MAAC welcomes inquiries from anyone who thinks a property in Medfield is threatened or finds an artifact that they would like to bring to the attention of the committee; please contact John Thompson.

Want to join our commission?

In 2019 we added Tracey Hogan and Joe Opiela to replace two highly valued members, Ancelin Wolfe (over 20 years on the commission!), and Caitlin Struble. Dan Bibel regretfully is resigning after over 15 years for health reasons, and because of increased business responsibilities, John Day has asked to be an associate member instead of a full member. We need new commission members. We'd also like to add associate members, who are the first people we turn to when we have a vacancy. If you're interested in Medfield's history, call any of

the members, or just show up at one of our monthly public meetings, and let's get to know each other.

Respectfully submitted,

David Temple, Co-chair

Daniel Bibel, Co-chair

Maria Baler

John Day

Tracey Hogan

Joe Opiela

Seth Meehan

HISTORIC DISTRICT COMMISSION

To the Honorable Board of Selectmen
and Residents of Medfield:

OVERVIEW

The Historic District Commission administers the Town's four Historic Districts:

- The John Metcalf Historic District established in 1989 on West Main Street, enlarged in 1996 and in 2004.
- The Hospital Farm Historic District established in 1994.
- The Clark-Kingsbury Farm Historic District established in 1997.
- The Medfield Town Center Historic District established in 2000

PURPOSE AND SCOPE OF THE HISTORIC DISTRICT COMMISSION

Authority to create Historic Districts and the accompanying governing body is granted under the Historic District Act of 1960, Massachusetts General Laws, Chapter 40C. The purpose of the law is threefold:

- to preserve and protect the distinctive characteristics of buildings and places significant in the history of the Commonwealth and its cities and towns
- to maintain and improve the settings of those buildings and places
- to encourage new designs compatible with existing buildings in the district

Under Chapter 40C, communities can create Local Historic Districts to protect the character of historic areas. Town-appointed Local Historic District Commissions govern such districts. Since each property owner within a district contributes to the overall historic character, changes proposed for the exterior of any property, as well as new construction, are considered in light of the impact they may have on the district as a whole. Before a property owner within a district is allowed to change an exterior architectural feature of a building, the owner must receive approval from the Local Historic District Commission. Approval is in the form of a certificate of appropriateness, hardship or non-applicability with respect to such construction or alteration.

There are now Local Historic Districts in over one hundred Massachusetts towns and cities. Historic Districts do not prevent changes from occurring, nor do they

prevent new construction. The intent of any Local Historic District is not to halt growth, but to allow for thoughtful consideration of change, to allow changes and additions that are harmonious, and prevent the intrusion of incongruous elements that might distract from the aesthetic and historic values of the district. Local Historic District Commissions have authority only over the portion of the exterior of a building that can be seen from a public street, way or park. The Commission's *Guidelines for Changes within Medfield Local Historic Districts* is available upon request.

HISTORIC DISTRICTS IN MEDFIELD

Medfield passed "Historic Districts", Article 14 of the bylaws, and created the John Metcalf Historic District through a vote of the 1989 annual Town Meeting. This first district included historic houses on west Main Street and included the oldest portion of Vine Lake Cemetery. Through a vote of the annual Town Meeting in 1996, the John Metcalf Historic District was enlarged to include a total of sixteen historic buildings.

The Town established a second historic district, The Hospital Farm Historic District, in 1994. It includes the 23 buildings in the central core of the former Medfield State Hospital, and the surrounding historic landscape. These 23 buildings were built at the turn of this century, mostly in the Queen Anne Revival style, and are grouped around a large quadrangle, resembling the campus of a small college.

In 1997, the Clark-Kingsbury Farm Historic District, Medfield's third district, was established. It provides protection to the historic and unique grouping of the 18th century Clark-Kingsbury farmhouse, outbuildings and pond with gristmill that forms a widely appreciated and essential part of the rural character of Medfield.

In April of 2000, the Medfield Town Center Historic District was created by unanimous vote of Town Meeting. This district is intended to preserve and protect the character of the Center of the town of Medfield.

ACCOMPLISHMENTS AND PLANS

The Commission has participated in the planning process for the redevelopment of the Medfield State Hospital. The Commission seeks to preserve the 23 buildings in the central core of the Hospital campus, including the Lee Chapel. The Chapel and the core campus are an asset to the property and to the Town, and an important

part of the Town's heritage. The Commission seeks to preserve this ensemble for future generations to enjoy.

The Commission's role in the State Hospital process flows from a Memorandum of Understanding negotiated among various state agencies, the Selectmen, and the Medfield Historic District Commission and the Medfield Historical Commission. In addition, the State Hospital lies in a Town Historic District, giving the Commission approval over changes to or demolition of buildings in that district.

The Commission explored the creation of a new historic district, consisting of 37 properties, starting at the First Baptist Church (438 Main Street), where the current Town Center Historic District ends, to slightly past the intersection of Pound Street (ending at 339 Main Street). In addition to the Peak House (circa 1711), this new district would include the vulnerable Clark Tavern (circa 1743 – 1773), the nearby Eliakim Morse Homestead (circa 1750), the George Innes Studio (circa 1830), and the Joshua Fisher House (circa 1750). After a series of meetings with the residents, who overall were not supportive, and the potential future owners of the Clark Tavern, the Commission was unable to vote on any resolution to move forward. The Commission may re-explore creating such a district in the future.

Respectfully submitted,

Michael Taylor, Chair

John Maiona

Brad Phipps

Connie Sweeney

Cheryl O'Malley

KEEPERS OF THE TOWN CLOCK

To the Honorable Board of Selectmen
and Residents of Medfield:

“A good tower clock should be placed in every town. It gives distinction to the building on which it is placed, and an up-to-date appearance to the town itself.”

These words are from the catalog of the George M. Stevens Company, established 1864, manufacturer of the town clock that resides in Medfield’s First Meetinghouse at 30 North Street. We enjoyed a visit from some antique clock enthusiasts who Medfield’s Tom Erb ushered around metro Boston on a clock tour in June last year. The folks were gathering to attend the annual Watch and Clock Collectors Association convention that was held in Springfield. Tom arranged for us to give a tour of Medfield’s tower clock.

It was determined the clock works are a product of the Geo. M. Stevens company. Gears in various parts of the clockworks have been upgraded several times throughout its life. It was motorized in the 1960’s. The clockworks occasionally show their age, asking for a little human intervention. The four faces of the clock continue to remain presentable despite the ravages of sun and storm.

A clock tour was given on Medfield Day 2019, with a couple of dozen intrepid visitors making the trek up to the steeple.

Meanwhile, the clock at Lee Chapel remains well-protected. It will need a small drive motor to make it operational (the existing motor was removed some time ago). Of course, it would also need power to get it going. There has been some discussion whether it could be solar powered until the building receives electric service.

Co-keeper Marc Tishler moved out of Town and reluctantly resigned his position as co-keeper. I am grateful for his collaboration and assistance for the past decade and a half.

Respectfully submitted,

David Maxson
Keeper of the Town Clock
February 3, 2020

MEMORIAL PUBLIC LIBRARY

To the Honorable Board of Selectman
and the Residents of Medfield:

It is my great pleasure to submit the 2019 Annual Report for the Medfield Memorial Public Library.

Statistics

Library Visits	110,126
Items Borrowed	173,553
Books Borrowed	107,107
eBooks Borrowed	11,833
Holdings in Library Collection	137,335
Number of Registered Borrowers	7,771
Sessions of Computer Use	6,240
Children's Programs	592
Children's Attendance	10,035
Teen Programs	78
Teen Attendance	1,066
Adult Programs	252
Adult Attendance	1,469
Volunteers	33
Hours Volunteered	704
Website Visits	51,956
Meeting, Conference, & Study Room Use	1,460

The library circulated 173,553 items physically and digitally in 2019. The most popular book from Medfield's collection in 2019 was the adult fiction book *Where the Crawdads Sing* by Delia Owens and the most popular movie was *Crazy Rich Asians*. The programmable robot Smart Bot was the most popular item in the children's toy collection to circulate, and the library's LED projector was the most popular of the library's unusual items collection for the second year in a row.

Programs & Projects

This year, the library completed our Strategic Plan for the upcoming five fiscal years, June 2020 – July 2025. Input from the community was gathered through a survey distributed online and on paper. Additionally, a Strategic Planning Committee was formed, assembled of community members to offer a range of perspectives and be representative of the town. This plan not only gives the library insight and a sense of direction for our future, but also allows for eligibility in state grants. The goals for the library in the coming years are: access to the library will be inclusive, valuable, and comfortable; the library will provide resources, opportunities, and programs for learning and education; the library will inspire the community to explore skills, activities, and interests; and the library will provide support to the community. The full Strategic Plan and an accompanying Action Plan with objectives set to be accomplished during the first fiscal year are available on the library's website.

2019 additionally marked the year that the library began providing access to another digital resource: Hoopla. It is a platform that allows users to instantly borrow movies & TV, music, comics, audiobooks, and eBooks and is available through the website www.hoopladigital.com or as an app downloadable onto mobile devices as well as smart TVs and TV accessories. As the library's other online lending resource, Overdrive, accessible on mobile devices through the app Libby, has been gaining in popularity, wait times to borrow popular titles have ballooned, so while Hoopla offers a different range of resources, all titles are instantly available to borrow.

The library continued another successful year of popular programs, all of which were offered to the public free of charge. The library's annual haunted house event, which is put on and run by local teens under the guidance of the library's teen librarian, was hugely popular, as was the library's annual summer reading program for children.

This year the library also facilitated a Girl Scout Gold Award project in running a monarch butterfly program, where butterflies were raised from egg to caterpillars to chrysalis, and released into the wild as butterflies. The library has been recognized as a Monarch Guardian by the Massachusetts Butterfly Club.

From the many adult programs, some highlights include going back in time with a Downton Abbey party timed with the release of the new movie and a wonderful performance of a satirical feminist text from the Suffragist Movement. This was in addition to the library's craft programs, book clubs, author talks, and informational lectures.

Thank You

The Friends of the Medfield Library have continued to do an outstanding job of providing additional financial support to the library. We are so thankful to everyone who is a Friend of the Library. Your generous donations along with the other revenue raised by the Friends fund all outside programmers and program supplies, as well as other important initiatives, such as the Outreach Program, which delivers library materials to homebound community members. The Friends Bookstore, located on the first floor of the library, had another incredibly successful year. The Friends of the Library Board has continued to innovate and in 2019 they began accepting online donations through paypal at www.medfieldpubliclibrary.org/friends

I want to thank the members of the Strategic Planning Committee who provided their time and enormous insight into the community and its needs, and were an absolutely essential part of the completion of a strategic plan that is representative of the Medfield community's goals.

I also want to thank, as ever, the members of the Library Board of Trustees who dedicate their time and effort to making the library the best place that it can be, helping develop plans and policies that serve this community, and providing invaluable vision and awareness to the library's operation.

Respectfully submitted,

Pamela Gardner
Library Director

VETERANS' SERVICE OFFICER

To the Honorable Board of Selectmen
and Residents of Medfield:

Medfield Veterans Service Officer supports veterans, their widows and dependents under Chap. 115 of the General Laws of Massachusetts and through funds of emergency nature. Many requests are received for other services to include:

The mission of the Medfield's Veteran Services is to advocate on behalf of all the Veterans and their eligible dependents, to provide them with top quality support services in obtaining EARNED benefits and entitlements from Federal, State and local agencies. Work closely with each department with advice and assistance pertaining to veteran's issues. Provide direct emergency financial assistance to those veterans and their dependents that are in need

Other services to include:

- Assist eligible veterans in applying for state wartime bonuses and annuities.
- Guide and assist veterans with disability claims to the Department of Veterans Affairs.
- Administer Massachusetts General Law Chapter 115 financial assistance and emergency financial aid to eligible veterans, dependents and widows.
- Provide veterans access and referral to education, training and employment services.
- Help veterans with service record concerns.
- Provide direct service to veterans by answering questions and recommending resources.
- Counsel veterans and provide referrals to other professional services as necessary. Additionally, Veteran Services will facilitate a veteran mutual support group.

There have been many changes to Benefits for Veterans and their families these last few years.

Beginning in 2020 if you have a Service connected disability rating of 10% or higher you are now authorized on Military bases and are able to use their Commissary and shopping privileges. Also included are the Recreational areas throughout the country. One of those areas is Fourth Cliff in Scituate that includes camping, RV's and cottages to rent overlooking the Atlantic. You would need your VA Health care card or a Federal Veteran ID card.

The Department of Defense expanded the list of locations where tactical herbicides and chemical components were tested, Used or stored outside of Vietnam.

Mission Care Act Urgent Care. Veterans can now use Urgent Care outside the VA facilities. The Urgent care must be in the VA network. Veterans must state they're using their VA urgent care benefits. To be eligible you must (1) be enrolled in the VA healthcare system, And (2) received care through the VA within the last 24 months.

For more information on the many benefits out there or on how to obtain a Veteran ID please call my office.

Currently the office hours are as follows:

Medfield

Tuesday	8:30 -1200pm	508-906-3025	jcogan@medfield.net
Thursday	1:00 - 4:00pm		

Walpole

Monday	0800 – 4:00pm	508-660-7325	jcogan@walpole-ma.gov
Tuesday:	1:00 – 8:00pm		
Wednesday	0800 – 4:00pm		
Thursday:	0800 – 12:00pm		
Friday:	0800 – 12:00pm		

Respectfully submitted,

SFC Jon Cogan
Veteran Service Officer
Walpole/Medfield District
508-660-7325
508-906-3025
jcogan@walpole-ma.gov
jcogan@medfield.net

**MEMORIAL DAY ADDRESS
GIVEN BY
CDR BART GARRISON
UNITED STATES NAVY, RETIRED**

Good morning,

Thank you all for taking the time to be here today. And thank you to Town Administrator Kristine Trierweiler, Veterans' Agent Jon Cogan, the Memorial Day Committee, Town officials, and Richard DeSorgher for the invitation to speak this Memorial Day, 2019. It is an honor and a privilege to be here.

A couple of months ago, I was getting ready to retire from the Navy. A retirement tradition is to receive a U.S. flag flown over a place that was influential in your life. Some sailors ask for one flown over the U.S. Capitol, or their state capitol or over their last ship. When I thought about requesting a flag there was only one place I wanted one from. It was an easy decision. A flag over Medfield Town Hall. A flag from the place where I grew up. The place that shaped and formed me and influences me to this day.

So, I quietly reached out to Richard DeSorgher—whom I have known since I was in junior high, as a teacher and friend—to see if he thought it would be possible. A few days later, he responded saying getting the flag would be no problem, it was all worked out. And then he added, almost as an “oh by the way”, would you be willing to be the speaker at the Memorial Day Ceremony? You’d speak at Baxter Park and take part in the parade.” This was totally unexpected, and my heart skipped a few beats. So much for getting a flag and sailing off into the sunset! I wondered what I had done to deserve this privilege. What made me worthy of this honor? And as quickly as those thoughts entered my mind, they disappeared. This wasn’t about me. It was about two things....members of the military and Medfield.

An opportunity to give back and thank the Town and community that gave and taught me so much. Friendship and loyalty. My closest friends to this day are those I grew up with here in Medfield, that I’ve known since 2nd grade, some of whom are here today. And the great schools that prepare you for the real world, and, most importantly, how to think for yourself. And the competitive sports that teach teamwork, discipline, dedication and leadership. That’s Medfield. And that’s one of the reasons I’m here today.

The other reason is because this is an opportunity to represent and be the voice of Medfield’s service members, past and present. Those who served during times of

conflict, whose names are engraved on the monuments in this park—including the 38 who made the ultimate sacrifice, depicted by a gold star next to their name.

And the 936 service members buried in Vine Lake Cemetery. Men like Marshall Chick. Marshall's father, Barney Chick, was a World War I veteran, part of the American Expeditionary Force, who returned to Medfield and began placing American flags on the graves of veterans in Vine Lake Cemetery in 1919 and continued to do so every year until his death in 1957. That's when Marshall took over the responsibility of Veteran Flag Officer. He, just like his father, continued to do so and lead the effort every year until his death in 2010. When Marshall passed away, the position was assumed by Frank Iafolla, himself a Marine Corps veteran.

Frank is Marshall's nephew and Barney's grandson. This year, 2019, marks 100 straight years where three generations of one Medfield family have proudly served as Veteran Flag Officer, making sure American flags are placed on the graves of Medfield's veterans. That's service and loyalty.

Marshall Chick was a family friend and mentor while I was growing up here. He played a major part in the development of the memorials in this park and their dedication in 1996. I knew he had been in the Army, but during all the time I spent with him, he never once spoke about it. It wasn't until he passed away in 2010 and I read his obituary that I learned about his military service. He enlisted in the Army in 1952, at the height of the Korean War. His country needed him, and he went. He returned to Medfield from Korea a decorated soldier. He came home and went to work. He didn't brag about his service, he was too humble for that. And he didn't ask for anything in return for his sacrifice.

And that's what today is all about, sacrifice. We've all done it. Parents sacrifice for their children all the time. For me, it wasn't until two events in 2005 that I truly understood the meaning of sacrifice. I'd like to share those events with you today.

From 2004 through 2005, I deployed to Naval Special Warfare Unit THREE, in Bahrain. Unit 3 is the theater commander for all Naval Special Warfare forces operating in the Middle East. My duties involved travelling to our Task Groups and Task Units throughout Iraq and Afghanistan and figuring out how Unit 3 could better support their operations.

The first incident took place a few months after I arrived at the end of January 2005. I had done some work at one of our units in the Green Zone and was at Baghdad International Airport, BIAP, trying to get back to Bahrain after being on lockdown on one of the Forward Operating Bases for three days due to security concerns surrounding the first Iraqi elections that were taking place. The C-130 arrived at about one in the morning. A C-130 is a military cargo plane, where

you sit on nylon jump seats along the sides of the plane, facing inward, and the cargo is in the middle, right in front of you. As we were lining up to get on the plane, an Air Force Sergeant came out and called us over. He told us there were human remains on the plane and if anyone was uncomfortable with that to wait for the next flight. As we boarded, I saw six flag draped coffins, strapped down in the center of the plane. As I sat in my jump seat for the next three hours facing these coffins just two feet away, I thought about these six service members. Were they all from the same unit, killed in the same incident or six different incidents? Had they been killed protecting Iraqis during the election? How far into their deployment were they? Were they scheduled to go home next week? Do their parents, spouses or kids know yet? What does that wife or husband say to their young children? What's next for their families? How will this affect their lives 5 years, 10 years down the road? How much will the children remember of their father or mother? All these ripple effects that remind us the families of service members sacrifice as well.

We stopped in Kuwait about four in the morning and lined the tarmac as the ramp ceremony took place. We stood at attention and saluted the caskets as they were removed from the plane. And I thought of the rest of their final journey. Their return to the US and their hometown. And I felt some comfort knowing these service members would be taken care of by their communities, perhaps a community like Medfield. Where their sacrifice would be appreciated and they would always be remembered.

The second incident took place a few months later.

It started in March, in Bahrain. As routinely occurred, a group of SEALs came through Unit 3 on their way to one of the task units. Since Unit 3 was relatively small, we would always meet the folks coming through, whether at briefings, at officer's call, at command functions, or at dinners out in the city. Then they would head off to their destination and we may or may not see them until about six months later on their way home.

This particular group was led by a Lieutenant named Mike Murphy. During their brief stay, I ended up sitting next to him a couple of mornings at officer's call. We made small talk, joked around. And we bumped into each other a couple of times in the barracks and around our compound. Then he and his guys were gone, off to Afghanistan. And normally that would have been the end of it. I probably never would have seen or talked to him again. We would have gone about our lives, could've passed each other on the street back here in the US and not even recognized each other. But that's not how it went.

In late June, we learned we had a few guys in trouble on a mission deep in Afghanistan, that the task unit had lost communication with them but knew they were in the fight of their lives. It was Mike and three of his guys. The task unit

was tracking them, and a Quick Reaction Force was dispatched to their location. The next news was that the Quick Reaction helicopter had been shot down by a rocket propelled grenade as it approached the fighting, killing all 16 onboard. Over the next few days we learned three of the four on the ground had been killed in the fighting and we were working on finding and rescuing the fourth. Then our Commanding Officer gathered us in the warehouse and said, “We got him back. He’s a little banged up and a little shot up but we got him back”, meaning Marcus Luttrell.

As more details emerged, then and in the next months ahead, we learned the four-man team had been comprised on their mission, running into some herders up in the mountains. As they were non-combatants, Mike and his men made the decision to let them go, knowing they would probably run down the mountain to the village and tell everyone the Americans were there. And that’s exactly what they did. In the ensuing fight, Mike’s radio operator couldn’t establish radio contact with the task unit. Mike, knowing his four-man team was heavily outnumbered, in desperate need of assistance and in an attempt to save his fellow SEALs, grabbed the satellite phone and ran to a clearing to call the task unit, knowing he was exposing himself to enemy fire and would probably be killed. And he was.

Mike and his team made the decision to let the non-combatants go, knowing it could cost them their lives. In the most difficult of situations, under conditions none of us can even imagine, they did the right thing. And it cost three of them—Mike Murphy, Danny Dietz and Matt Axelson, along with the 16 others on the rescue helicopter—their lives. That’s sacrifice.

A couple of years later, in 2007, I attended a dedication ceremony for a statue of Danny Dietz in a park in Littleton, Colorado, his hometown just outside of Denver. The park was packed with those paying tribute to him and the Secretary of the Navy spoke. It was great to know his sacrifice was being honored and that he will never be forgotten by his hometown of Littleton. A tight-knit town like Medfield.

So, in closing, I ask one small favor. As you celebrate Memorial Day today, please take a few minutes to stroll around this park and Vine Lake Cemetery. Read some of the names. Reach out and touch the monument or gravestone, run your hand over a name. Let these service members know the sacrifice they made is still remembered and still appreciated. And say a prayer for them.

Thank you.

BOARD OF HEALTH

To the Honorable Board of Selectmen
and Residents of Medfield:

The Board of Health hereby submits the following report for calendar year 2019. The Board meets on the second Tuesday of each month. Although the board encourages any town resident who would like to be involved to contact the Board of Health office at (508) 906-3006, there is a particular need for an individual with an engineering and /or environmental background.

The following permits were issued by the Board of Health during 2019:

8	Soil Tests	56	Form A Renovations Review
5	Camps	8	Plan Reviews
54	Food Permits	1	Bathing Beach
20	Septic Repair	22	Temp Food Establishments
3	Semi Public Pools	25	Installer Permits
6	Tobacco	28	Animals
13	Hauler Permits	2	Well Permits
1	Body Art	17	OFFAL Permits

*includes food retail, food service, food service kitchen, residential food kitchen, catering, mobile units, seasonal and farmer's markets

Public Health:

The major components of the Board's health promotion program are ***Communicable Disease, Public Health and Health Maintenance***. Prevention and control of communicable disease through caseload referrals, education and the provision of follow up care consistent with public health practice as recommended by the Massachusetts Department of Public Health. These services are provided to the town by contract with the Natick Walpole VNA. Blood pressure/wellness screenings by Alyssa Kaiser, RN of the NWNVA are held twice per month. Please contact the Board of Health office with questions regarding these services.

Environmental Health:

TSG Consulting provides health agent and sanitarian services to the Board of Health as follows:

Sanitarian:

Consulting services for enforcement of regulations related to food establishments, minimum housing standards, animal/wildlife complaints, swimming facilities, recreational camps for children, and general sanitation issues.

The services and consultation to the Board of Health includes attending monthly Board meetings, inspections of food establishments and school cafeterias, conducting establishment plan reviews and providing consultation to residents, business owners, and municipal departments as necessary. New food establishments are provided with consultation for the opening of their new businesses throughout the application process.

In January 2019 the health agent hosted a training session on behalf of the Board of Health for all businesses that hold food establishment permits. This training session reviewed the changes contained in the recently adopted Revised Food Code (105 CMR 590). The Food Code establishes requirements that prevent foodborne illness and injury and eliminates the most important food safety hazards in retail and food service facilities. Both sessions were well attended, and provided an opportunity to ask questions that would assist with compliance through the inspection process.

Environmental Services:

These services include: oversight of septic systems including soil evaluations, review of engineering plans for compliance with Title 5 and the Board of Health regulations, inspection of construction, evaluation of variance requests, and issuance of certificates of compliance with the Board of Health regulations and suitability for on-site sewage disposal. Review of on-site well water proposals, water quality and quantity results, review of Building Permit applications for additions and renovations to assure that the proposed work does not conflict with the location and/or capacity of the septic system serving the property; investigation of complaints regarding sewage overflows, odors, illegal dumping, hazardous waste, and preparation of enforcement orders where applicable, and working with offending parties to attain compliance; issuance of Disposal System Installer and Septage Hauler Permits; provision of general consultation to the Board of Health; assistance to the Board of Health in the preparation of regulations and guidelines; attendance at Board of Health meetings; and consultation for questions and information of residents.

Emergency Preparedness:

TSG Consulting serves as the Board of Health’s liaison for all related emergency preparedness activities; completing a variety of state requirements, as well as providing periodic updates regarding activities and related issues on the local, regional and state level.

Stormwater and Runoff Management:

Design Consultants Inc. provides peer review and technical permitting services to The Board of Health to ensure compliance with Board of Health Stormwater and Runoff Management regulations.

Respectfully submitted,

Carol A. Read, M.Ed., CAGS, CPS, Member
Stephen C. Resch, MPH, PhD, Member
Robert S. Abernethy, MD, Member
Holly Rand, PA, Member
Melissa Coughlin, RN, Member

MEDFIELD

2019 REPORT OF THE NORFOLK COUNTY MOSQUITO CONTROL DISTRICT

NCMCD operations apply an Integrated Pest Management (IPM) approach to mosquito control that is rational, environmentally sensitive, and cost effective.

Surveillance

NCMCD is engaged in an intensive monitoring process through weekly field collections and data analysis in collaboration with the Massachusetts Department of Public Health (MDPH) to detect for disease-vectoring mosquitoes. Virus isolations assist us in focusing our surveillance to hot zones thereby allowing us to alert nearby towns of a potential epidemic. Public requests for service alert us to high numbers of nuisance mosquitoes.

Virus Isolations in the town: 15 samples submitted, no isolations in 2019.

EEE horse death confirmed in town.

Requests for service: 461

Water Management

Communication with residents and town/state/federal officials, site visits, monitoring, wildlife management, and land surveys while maintaining regulatory compliance is integral to the management of waterways that may contribute to mosquito breeding. Pre- to post-management documentation allows us to assess the efficacy of our work. Tire collections remove a common breeding site of mosquitoes.

Culverts cleared	33 culverts
We also shovel hydrants when needed while conducting culvert work	28 hydrants
Drainage ditches checked/hand cleaned	6,275 feet
Intensive hand clean/brushing*	4,960 feet
Mechanical water management	0 feet
Tires collected	9

** Combination of brush cutting and clearing of severely degraded drainage systems or streams by hand.*

Larval Control

When mosquito larval habitat management is not possible, larval mosquito abatement is the most environmentally friendly and effective method of mosquito

control. An intensive monitoring program, aides in our decision to effectively target culprit locations.

Spring aerial larvicide applications	(April)	143.4 acres
Summer aerial larvicide applications	(May – August)	0 acres
Larval control - briquette & granular applications by hand		4.8 acres
Abandoned/unopened pool or other manmade structures treated		0

Adult Control

Adult mosquito control is necessary when public health and/or quality of life is threatened either by disease agents, overwhelming populations, or both. Our surveillance program, along with service request data and state of the art GPS and computer equipment, allows us to focus our treatments to targeted areas.

Adult aerosol ultra-low volume (ULV) applications from trucks
9,225 acres

Respectfully submitted,

David A. Lawson, Director

MEDFIELD YOUTH OUTREACH

To the Honorable Board of Selectmen
and Residents of Medfield:

PURPOSE - Medfield Youth Outreach is a program located under the auspices of the Medfield Board of Health and the guidance of the Medfield Youth Outreach Advisory Board. Staff provide individual and family counseling, information and referral, crisis intervention, community programming, prevention programming, and assistance with access to financial assistance programs to Medfield residents ages birth to eighteen and their families. The office is an intake site for the Federal Fuel Assistance Program for all Medfield residents. All of Medfield Youth Outreach services are free and confidential.

The Medfield Youth Outreach Office is located on the campus of Medfield High School (in the former cable TV studio). Appointments can be made by calling **(508) 359-7121**. Hours are full time and flexible to meet programmatic need.

OPERATIONS-

Director: Dawn Alcott, MSW, LICSW (January 2019 – April 2019)

Outreach Worker: Chelsea Goldstein-Walsh, MSW, LICSW (January 2019 – April 2019)

Interim Director: Chelsea Goldstein-Walsh, MSW, LICSW (April 2019 – Present)

Graduate Intern: Sarah Brandwood, MSW intern, Boston College School of Social Work (September 2018 – April 2019)

Clinical Consultant: Carol O'Connor, MSW, LICSW

Drug-Free Communities Grant Consultant: Amanda Decker, Bright Solutions Consulting

Advisory Board:

Kathleen Thompson, MSN, School Nurse Leader, Medfield Public Schools

Michelle Manganello, School Resource Officer, Medfield Police Department

Liz Sandeman, RN, Parent/Volunteer, Member at Large

Kathleen Cahill, Accountant, Co-Coordinator of Medfield Neighbor Brigade, Member at Large

Molly Frankel, JD, Board Chair

Marianna Kourtis, MHS Senior, Associate Member

SERVICES -

Referral Services -Medfield Youth Outreach routinely provides referral resources for clinical services, need based programs, substance abuse services, support groups, wrap around services, advocacy, and local discretionary funds and state /federal programs. Approximately 766 referrals (to unique services) were provided to Medfield residents in 2019.

Counseling Services – Counseling is provided, when suitable, to Medfield youth and families through individual therapy sessions and support groups. Counseling issues addressed in 2019 include:

Academic difficulties, coping with divorce, anger management, domestic violence, anxiety, family discord, grief and loss, financial difficulties, sexuality, body image/eating disorders, major mental illness, social skill concerns, child abuse/neglect, substance abuse, dating violence, parenting skills, violence, depression, self-harming behaviors, suicidal ideation, friendship/ relationship concerns, autism spectrum and related concerns, sibling support, concerns around social exclusion and bullying, stress and coping with unmanageable feelings.

Medfield Youth Outreach provided 713 hours of clinical services to Medfield youth and families in 2019.

Programs -Medfield Youth Outreach also facilitates various groups, programs, and services within the community. This programming is related to the needs of youth and their families. The programs offered are often prevention and psycho-educationally based. Many programs reflect a collaborative relationship with other organizations.

- ***Prevention Programming-***

Medfield Cares About Prevention (MCAP): Medfield Youth Outreach is a founding member of MCAP a community coalition striving to reduce substance misuse and a culture of safety throughout Medfield and in close collaboration with the region. Our membership

includes: parents, clergy, law enforcement, schools, town government, youth, youth serving agencies, health professionals, park & recreation, substance misuse prevention professionals, a pharmacist, volunteers, and more. For more information about MCAP visit www.medfieldcares.org. MCAP has enjoyed the guidance of a grant writing consultant that prepared the coalition to apply for the federal Drug-Free Communities Grant. Amanda Decker from Bright Solutions Consulting was hired with grant money from the Medfield Foundation Legacy Fund and used her expertise to effectively prepare our coalition to apply for the Drug-Free Communities Grant. Under Amanda's leadership, the coalition succeeded in securing the grant, which provides \$625,000 over a period of five years to implement evidence-based strategies to reduce youth substance use. A full-time Prevention Coordinator will be hired with this grant money to bolster coalition capacity and implement all grant-based programming.

Medfield Coalition For Suicide Prevention (MCSP): Medfield Youth Outreach is a founding member of the Medfield Coalition for Suicide Prevention MCSP. This coalition formed in September of 2017 in response to loss through deaths by suicide and growing concerns around how these losses have impacted the broader community. Membership includes key stakeholders in the community from various sectors (law enforcement, schools, faith groups, council on aging, parents, medical professionals, mental health professionals, and youth). MCSP's focus has been to provide education about access to mental health resources and education to residents about how to prevent suicide. MCSP would like to provide an opportunity for every community member who desires to prevent suicide to receive gatekeeper training. A training program known as QPR (Question, Persuade, Refer) has been offered several times to the community with over 100 residents trained since October 2017. The Medfield Coalition for Suicide Prevention has partnered with Medfield Cares About Prevention to host a joint booth at Medfield Day in both 2018 and 2019. The booth focused on stress reduction, wellness, and mental health and featured special guests, games, raffles, and resources. The coalition has also hosted several events in 2019, include a QPR training in January at the Medfield Public Library, a public art installation in Straw Hat Park, and a Yoga on the Turf event in September. The Medfield Coalition for Suicide Prevention was granted a \$30,000 earmark in the state budget in fiscal year 2019. The funds were used to bring additional programming to the community that focused on mental health promotion and suicide prevention. The earmark was spent on the following:

Consultation

- \$11,600- Consultation from Dr. Nadja Reilly, using a train-the-trainer model to ensure sustainability

Reducing barriers to and increasing access to mental health treatment

- \$12,500- Interface Referral Service contract

Community awareness and education of suicide prevention and mental health resources

- \$2,340- Interface resource cards
- \$955.81- Express Business Center- printouts of Interface resources for Mental Health Awareness Month
- \$241.00- Hometown Weekly- cost to include resource inserts in May edition of newspaper

Raising profile of Medfield Coalition for Suicide Prevention within the community

- \$1,256.20- 4Imprint promotional items to raise awareness of the Medfield Coalition for Suicide Prevention and share resources with the community
- \$478.00- Coalition banner and sign to use at community events to raise awareness of the coalition
- \$240.00- Graphic designer hired to design logo for the coalition to increase community recognition

- **Youth Comedy Program-** Medfield Youth Outreach partnered with Kathe Farris, a local Medfield resident and professional standup comedian and comedy instructor, to create a Youth Comedy Program for teenagers. A six-week comedy class was held in the spring of 2019 and was facilitated by Kathe Farris and Sarah Brandwood, MYO graduate intern. The comedy program has continued throughout the year in the form of open workshops.
- **Community Collaboration-** Medfield Youth Outreach collaborates with a wide network of organizations to better meet the needs of Medfield youth and their families including: Medfield Public Schools, Medfield Police Department, Norfolk County District Attorney's Office, The Internship Clinical Collaborative (with similar offices in Needham, Dedham and Westwood), The MetroWest Substance Abuse Prevention Alliance, The South Middlesex Opportunity Council Fuel Assistance Program, Medfield

Food Cupboard, Medfield Home Committee, Medfield Council on Aging, Medfield Public Library, Medfield Park and Recreation, The Medfield Angel Run Fund, Medfield Cares About Prevention, Riverside Community Care, Medfield Angels, Medfield Christmas Angels, The Lion's Club, The American Legion, and various other state and federal agencies, professional associations, clinical services, religious institutions, parent gatherings, and civic organizations. Medfield Youth Outreach staff have presented in various Medfield High School classes on topics such as play therapy, child development, and learning signs and symptoms of mental health disorders.

- ***Medfield Youth Outreach as a channel for giving-*** 2019 was a year of generosity that met many needs of residents through local collaborations:
 - *Medfield Angels:* Many families found specific needs met during long term illness from the support of the Medfield Angels, a network of over 600 residents who make meals, provide hands on assistance, and rides to medical appointments. The Medfield Angels also supported the Medfield Youth Outreach Birthday Wishes Program, providing gift cards to parents experiencing financial crisis so that parents could purchase a birthday gift for their children. Over 150 children received a gift card through this partnership.
 - *Holiday Giving:* In December of 2019, the Medfield Youth Outreach Holiday Gifts Program served over 75 families. The community came together through the combined efforts of many individuals and organizations:
 - The Medfield Christmas Angels (a program designed to help Medfield families anonymously sponsor another Medfield family for Christmas)- sponsored over 50 families
 - Medfield Youth Outreach's Angel Tree (a giving tree graciously located at the Medfield Public Library) served 11 families

- Fitness Together in Medfield Hosted a giving tree that met the wants needs of 4 families and provided extra donations.
 - One Medfield family chose to sponsor a family and provided generously to ensure that family had their wants and needs met
 - Jaie 3 Salon sponsored 7 families who had reached out to our program after the deadline
 - MEMO provided \$1000 in gift cards
 - Knights of Columbus Cassidy Council provided 24 brand-new winter coats for youth
 - Several private donors provided new clothing, toys and gift cards
 - St. Edwards Family knitters provided warm mittens, hats, cowls, and scarves
- *Year round help:* The Medfield Foundation Inc. hosts the Angel Run (an annual run held in December). The Angel Run provided discretionary funds and through the United Church of Christ's oversight via screening done by Medfield Youth Outreach and the Council on Aging social/outreach workers. Many residents were provided with essential funds to pay utilities, rents or partial mortgage payments, and other essential needs. The December 2018 Angel Run was met with great success and has enabled the fund to make meaningful contributions in people's lives throughout 2019.
 - ***Volunteer programming*** - Medfield Youth Outreach welcomes volunteers of all ages to assist with the implementation of various programs and fundraising endeavors. Opportunities arise throughout the year. Assistance with youth prevention programs, parent education programs, and hands on assistance during holiday gift programs are predictable opportunities available. All volunteering is time limited with a specific purpose. Board member openings are projected for 2020 for adult members and teen members. Call the Medfield Youth Outreach office at 508-359-7121 to inquire.

Donations - Medfield Youth Outreach seeks to expand the reach of services and create innovative programming. Grant funding and donations have been utilized to purchase items for the office, cover the cost of presentations, and to cover programming related expenses when possible. In 2019, Medfield Youth Outreach clinicians were grateful that generous donations were made from Medfield Employers and Merchants Organization (MEMO), St. Edwards Parish, Medfield Lions, and private donors.

Donations can be made to Medfield Youth Outreach through a check made out to the Medfield Youth Outreach Gift Account. For a tax deductible donation it is possible to donate to Medfield Youth Outreach through the Medfield Foundation.

Respectfully submitted,

Dawn Alcott, Director (January 2019 – April 2019)

Chelsea Goldstein-Walsh, Interim Director (April 2019 – December 2019)

Kathleen Thompson, Medfield Public Schools

Michelle Manganello, Medfield Police Department

Liz Sandeman, Member at large

Kathleen Cahill, Member at large

Molly Frankel, Board Chair

Marianna Kourtis, Associate Member

COUNCIL ON AGING

To the Honorable Board of Selectmen
and Residents of Medfield:

The Council on Aging mission is to foster an atmosphere of wellness by addressing the emotional, social, and physical and often, spiritual needs of individuals and their families during the aging process. Our focus is to enhance the quality of life and promote independence through the sharing of information, programming, services, and referrals to appropriate agencies.

The CENTER offers valuable services to our senior community and their families by providing transportation, meals, counseling, and a variety of other benefits. The Council on Aging is under the guidance of an appointed board. Those currently serving are Robert Heald, Chairman, Michael Clancy, Gwynneth Centore, Perry Conostas and Richard Ryder. The Council on Aging staff includes Roberta Lynch R.N., Director, Lisa Marie Donovan, Outreach Coordinator, Susan Bernstein, Volunteer Coordinator, William Pardi, Transportation Coordinator/Building Support, and Adult Respite Care staff Kathy Powers, Coordinator and Patricia Pembroke.

The Council on Aging offers a very active Outreach/Social Service coordination through collaboration with other human service agencies, voluntary organizations, citizen's associations, governmental agencies, area agencies on aging and others in the community to provide services to the older adults in the community. Assistance in obtaining housing, employment, home care services, long term care placement, caregiver support, food stamps, fuel assistance, low vision support, monthly legal clinics and SHINE appointments (Serving the Health Insurance Needs of Elders) and more are available through the Center's Outreach Department.

The Volunteers at the Center provide an assortment of help that saves the town money. The garden group, Eve Potts, Nancy Brais, Steve Fosdick, Lois and Norman Hazen care for our gardens. The volunteers who pick up the donated food items from Shaws, Blue Moon, Donut Express, Starbucks and Roche Bros., keep the COA filled with delicious breads, muffins, donuts, pastries, bagels and cakes! Our volunteer drivers keep the COA moving when we need help. The Center's success is because of all the volunteers and participants that support the many programs and services we offer. Last year 108 volunteers provided over 7687 hours of service to various town departments, including the Center.

The youth in Medfield help with the Snow Shoveling program which provides seniors a shoveled walkway and mailbox area during the winter months. Several high school students provided volunteer time during the spring and summer to

provide yard maintenance around the building. Several youth service groups provided activities for the seniors at the Center.

The Center is host to the AARP Tax Aide Program which provides free personal income **tax** assistance and preparation to low-moderate income taxpayers, with special attention to those ages 60 and older. Counselors, under the direction of the Local Coordinator, provide tax assistance and preparation service to clients. In 2018 the Center provided tax preparation assistance to 89 individuals.

Medfield has a Tax Work-Off Program for senior homeowners aged 60 and over. Senior workers were placed in the Library, Assessors, Board of Health, Clerk and Conservation Departments, along with the schools and the COA. The 2018 Tax Work-Off Volunteers provided 4,128 hours of service to town departments. Each participant completing their hours reduced their real estate taxes by nearly \$1000.00.

During the past 11 years, the COA has seen an increase in participation, diversity in programming, a successful and supportive respite program AND growth in transportation ridership. The Council on Aging received a 10 month grant from MetroWest Health Foundation to provide programming and reduce social isolation on Saturdays. The program was funded at the October 29, 2018 Special Town Meeting through the end of FY19. As of December 2018 we have served 176 unduplicated individuals for a duplicated participation of 1705 for a total of 3,343 hours of socialization/programming, with an average daily participation of 53.

The following is a sampling of the services the COA provides: 12 fitness and exercise classes, educational and social programs, food shopping assistance, friendly visiting, individual and group support, health benefits counseling, health screenings, health services, assistance with fuel and food stamp applications, supporting home delivered meals, home repair referral, housing assistance, medical equipment loans, legal assistance, pre-retirement support, The Ride referrals, snow shoveling program, The Club program, transportation, wellness checks, salon services, daily congregate meals, tax work-off program and a variety of unique trips.

The Club program (Adult Respite Care Program) continues to thrive with 16 participants. This program under the direction of Medfield resident, Kathy Powers and support from Medfield resident, Trish Pembroke, continues to flourish with ideas and unique activities to stimulate and engage those individuals who need additional support. The Club is recognized as an excellent option for caregiver relief and referrals to the program from local hospitals, physicians and case managers is a frequent occurrence and caregivers/recipient are receiving their long term care benefits with participation.

In 2018, the Center has had 1033 unduplicated participants at the Center with the average age ranges:

Age Range	Count	Percent
Ages 55-59	20	1.9%
Ages 60-64	47	4.5%
Ages 65-69	132	12.8%
Ages 70-74	169	16.4%
Ages 75-79	224	21.7%
Ages 80-84	175	16.9%
Ages Below 55	15	1.5%
Ages Over 85	250	24.2%
Unknown	1	0.1%
Totals	1033	100%

The Friends of Medfield Seniors, Inc. (FOSI) supplements town funding for the Center by funding programs, services, party goods, equipment and whatever the town budget does not allow for. FOSI has become a strong and active non-profit organization that supports the needs of the Council on Aging and recognizes that future planning for services, programs and space is needed. Together, the COA and FOSI look to the future to plan appropriately for the increase in the 60 plus population and those over the age of 80. Both groups are seeing an unprecedented growth. It is the responsibility of the Council on Aging to be proactive and able to support individuals and create new and exciting programs to meet the changing needs of our community.

The Council on Aging is appreciative of the support and interest from the Board of Selectmen and the citizens of Medfield. We do hope for continued support as we identify our goals and work towards achieving them.

Respectfully Submitted,

Roberta Lynch, Director
Robert Heald, Chairman
Michael Clancy
Gwynneth Centore
Perry Constas
Richard Ryder



PARK AND RECREATION COMMISSION

To the Honorable Board of Selectmen
and Residents of Medfield:

The Medfield Parks & Recreation Commission is a five member, elected board of volunteers charged with the responsibility of providing safe affordable programs to Medfield residents of all ages in well maintained facilities. The Parks & Recreation Department provided nearly 600 programs in 2018 and those programs engaged more than 8200 participants, a 30% increase from just two years ago. The department also manages 13 acres of landscaping and 19 acres of athletic fields, including the Pfaff Community Center, Metacomet Park, McCarthy Park, Baxter Memorial Park, Meeting House Pond, Dale Street Court and Hinkley Park & Swim Pond. We also perform grounds keeping and landscaping for the Town Hall, Library and Public Safety Building, while several historical buildings receive landscaping services from our department including the Dwight Derby House, Lowell-Mason House and the Historical Society at the Medfield Library Annex.

The Commission's responsibilities include recruiting and hiring qualified personnel; creating policies; generating diversified recreational and enrichment opportunities; monitoring the maintenance schedule for the properties we maintain; and advising the Director to achieve the goals set forth in the Park &

Recreation Comprehensive Master Plan. The department is comprised of a Director, Program Coordinator and an Equipment Operator/Landscaper. Additional independent contractors and instructors are recruited to teach programs throughout the year and seasonal employees are hired for our summer camps and Hinkley Swim Pond. Last summer, we employed nearly 100 seasonal staff members, our largest staff to date. The department's responsibilities include creating, implementing, evaluating and adjusting year round opportunities to recreate; establishing fiscal and personnel plans to complete the objectives for each program; monitoring public property usage; and implementing an ongoing maintenance plan for the properties we maintain.

The department is dedicated to providing affordable programs that enhance the quality of life for Medfield residents of all ages and continues to see an increase in participation in its programs and summer camps. In 2018, the department saw an increase of more than 700 registrations across the programs offered over the previous year, while the summer camps have increased 40% over the past two years. Also in 2018, the department again administered the Blake Middle School Ski Club, taking three coach buses and 150 kids over a six-week program with great feedback from the participants, and continued to hold its popular Kid's Night Out event on a monthly basis. Parks & Recreation is a vital and affordable resource that brings our community together and focus on the health and wellness of our great Town.

The Commission is still excited about the prospect of moving forward toward the building of a new recreation center in Medfield. We are excited about the feasibility study that showed the need for more public recreation space in Medfield, including the dire need of additional basketball courts and program space. Last year, the Town approved funding for a feasibility study to help locate a site for a new recreation center. That process is ongoing and we are looking forward to sharing those results with the community. Until a decision about the future of a new building is made, we will continue to make the Pfaff Community Center an inviting place for our participants. Over the past few years it has been painted, floors refinished and updated, doors replaced, drafty windows replaced with energy efficient windows, office painted, the leaky roof has been repaired a couple of times and a new boiler was installed. Over the past year, we built custom storage shelves for the office and replaced all our window air conditioning units with brand new, energy-efficient models. We strive to make the department and the Pfaff Center a vibrant part of Medfield by building community through activities.

The department would like to thank the many parents and other residents who volunteer their time on weekends and weeknights to make our sports leagues and programs as good as they are. Besides our soccer, basketball, T-Ball and flag football leagues, we get volunteers for our annual Children's Clothing and Baby Equipment Sale; the Medfield Day 5K; Nashoba Valleyre Tubing Trip; Blake Middle School Ski Club; and other such events throughout the year. It doesn't get

said enough, but THANK YOU for all your help, input, resources and time that you put in to help make our department function!

Respectfully submitted,

Kevin Ryder, CPRP, Director of Parks & Recreation
Eric Kevorkian, Program Coordinator
Brian Schools, CPSI, Equipment Operator/Landscaper

Mel Seibolt, Chairman
Nick Brown
Mike Parks
Rob Tatro
Kirsty Young

TREE WARDEN AND INSECT CONTROL DEPARTMENT

To the Honorable Board of Selectmen
and Residents of Medfield:

This report is for the calendar year ending December 31, 2019

Eversource removed about 20 trees due to disease and interference with electrical wires. They were called out several times during the course of the year due to downed trees on wires caused by snow and high winds.

We had approximately 20 calls in 2019 from the Medfield Police Department due to snow and wind damage of trees. We should remember the Medfield Tree Warden position is a part-time position.

Throughout the Town of Medfield we planted approximately 5 trees. These trees were planted by the Public Works Department.

There is still damage to the Hemlock Trees due to the Winter Moth.

The Yellow Ash Disease has killed many Ash trees in town, as many as 15 trees on Noonhill Road alone.

The presence of Lyme disease is still prevalent due to the high volume of deer.

We recommend that all firewood should be purchased locally due to the concerns of the Asian Long Horned Beetle. At present we haven't found any signs of these destructive beetles.

Stumpy's Tree Service finished the first year of their contract.

The Stump Grinding Machine is shared by three other towns; Sherborn, Foxboro and Westwood. We removed 25 stumps throughout the town.

The Tree Department would like to thank Leuder Environmental Tree and Landscaping Company for their help and professional advice throughout the year.

I would also like to thank all various Town of Medfield departments for their assistance throughout the year.

Residents are reminded that if they DO NOT wish spraying to be done on their property, prior notice must be sent to the Town Clerk registered mail no later than March 1st of that year. This notice must be given each year.

Respectfully submitted,

Edward M. Hinkley

Tree Warden

Director of Insect Pest and Pest Control

MEDFIELD ENERGY COMMITTEE

To the Honorable Selectmen
and Residents of Medfield:

The Medfield Energy Committee (MEC) was appointed by the Board of Selectmen in 2008 to “look, first and foremost, at the Town’s energy use and, secondly, at the energy use of Town residents and businesses to see if the Town and its residents/businesses could save money and improve the environment, through the more efficient use of energy resources. In addition, the Board recognizes the responsibility of each and every individual to do his/her part in reducing energy consumption and/or reducing potentially harmful emissions as part of a national energy conservation effort.”

The MEC thanks Lee Alinsky for his passionate work as Chair from 2017 until May 2019. The MEC welcomes Fred Davis as the new Chair. Thanks to Amy Collieran, Town Facilities Director, who is helping with energy efficiency implementation.

In 2019-20, MEC is informed by a substantial increase in concern about what is now called the “climate emergency,” and therefore about the carbon footprint of buildings and transportation in Medfield.

The MEC uses MassEnergyInsight (MEI), a web-based tool that helps communities track energy use, to evaluate the Town’s consumption of energy. The Town’s consumption of both gas and electricity declined significantly between 2008 and 2013. Recently, however, between 2016 and 2019, energy consumption, weather-normalized, rose 7.9%. (MEI Table 2) Carbon footprint has also increased 9.4% in this period. (MEI Emissions over time)

In fiscal year 2019, the Town spent a total of \$855,363 on energy - \$606,828 for electricity, \$139,295 for gas, and \$109,240 for transportation fuels. (MEI Use and Cost table)

In fiscal year 2019, Town energy use accounts for a carbon footprint of 4,160 MtCO₂e (metric tons carbon dioxide equivalent). (MEI Emissions over time) The footprint is attributable to: 46% electricity, 42% natural gas, and 12% transportation. School operations account for 57% of the Town’s overall carbon footprint. (MEI Emissions dashboard)

Photovoltaics: In FY 2019, Medfield's two photovoltaic systems, one at the public safety building and one at the wastewater treatment facility, produced a total of 352,857 kilowatt hours (kWh) of renewable electricity (MEI Annual Usage Patterns), offsetting 118 MtCO₂e. (MEI: .000334 MtCO₂e/kwh, 2019)

2019 CALENDAR YEAR ACTIVITIES:

Streetlights: In 2017, the Town voted to purchase the Town's 347 existing streetlights from Eversource for \$1.00 and convert them to LED. The Town hired Lightsmart Energy Consulting to perform a required baseline audit and work with MEC to determine LED fixture specifications for purchase and installation. The installation took place in the summer of 2019. Electricity reduction of 69,435 KWH/yr. is projected. (Incentive form signed 2019) About \$31,000 net annual savings are expected from the overall conversion. However, the change is not yet reflected in billing.

Interior lighting at the schools: In late 2019, interior lighting at the schools was converted to LED. These projects were funded by Eversource, at zero cost to the Town. The upgrades are projected to save the Town \$89,568 in annual energy costs.

Green community activities and status: In 2017 the Town voted to apply to be designated a Green Community by the Commonwealth of Massachusetts and thus become eligible for state grants to implement municipal energy conservation measures (ECMs). MEC established a 5-year Energy Reduction Plan (ERP) using 2015 as the base year. The plan included a list of ECMs, with an ERP goal of 11,603 million British thermal units (MMBTU) in energy savings. In February 2018, the Massachusetts Department of Energy Resources (DOER) awarded the Town an initial grant of \$146,738 for upgrades to LED exterior lighting at the Library, Town Hall, Wheelock, Memorial, Blake, and High School; and for retro-commissioning at Blake. These upgrades are projected to save the Town at least \$42,000 in annual energy costs.

The Blake Middle School building energy management system (EMS) was upgraded by Trane and Arctic Air and some elements of the systems were repaired. Additional elements are slated for repair. Efforts continue to ensure that both the system is fully optimized for energy efficiency, and commensurate utility incentive funds are realized.

The Town is seeking to fund the retro commissioning of the High School EMS.

Projected savings from cumulative ECMs implemented from FY 2016-2020 total 7,558 MMBTU. This is 65% of the total ERP goal of 11,603 MMBTU. Total MMBtu savings projected from measures complete and planned in FY:

2020	2,314
2019	237
2018	822
2017	3,448
2016	766

On December 4, 2019 Medfield submitted its first Green Communities Annual Report (GCAR). It took a real team effort, by a number of committee members, to wrestle the required 20-tab spreadsheet into shape. Part of the difficulty was institutional memory, because even though Medfield assembled its GC Plan only three years earlier (November 2016), multiple changes in town personnel, and two MEC chair turnovers, created challenges.

The GCAR reports on activities to achieve our Green Communities goals. Once the report is accepted, the Town will be eligible to apply in the Spring of 2020 for up to \$200,000 in Green Communities funds to implement additional energy efficiency measures. Learning from the GCAR effort will help re-orient MEC's commitment to achieving its goals.

Municipal energy usage issues identified by the GC process: A couple of issues with data being processed through the MEI portal were identified through the GCAR evaluation (natural gas consumption at Department of Public Works and gas and electricity at Pfaff were being under-reported), have since been resolved.

Recent trends on consumption are not favorable, even after implementation of substantial technological upgrades. MEC requests diligence from all Town departments to appropriately minimize energy consumption.

From MEI “Use and Cost Table” (not weather normalized):
Total costs by year:

		\$1,077,476		\$793,420		\$819,532		\$856,915		\$855,363	
City	Fuel (units)	FY 2015		FY 2016		FY 2017		FY 2018		FY 2019	
		Use	Cost	Use	Cost	Use	Cost	Use	Cost	Use	Cost
Medfield	Diesel (gallons)	31,409	\$93,777	30,469	\$71,133	31,649	\$68,237	33,242	\$69,809	29,162	\$61,241
	Electric (kWh)	5,600,818	\$725,311	5,387,324	\$556,844	5,619,314	\$591,004	5,859,880	\$590,866	5,911,946	\$606,828
	Gas (therms)	402,701	\$181,135	265,001	\$107,038	295,998	\$109,571	322,155	\$144,730	326,097	\$139,295
	Gasoline (gallons)	23,806	\$73,721	25,959	\$58,405	23,970	\$50,722	24,528	\$51,510	22,856	\$47,999
	Oil (gallons)	1,309	\$3,532								

Photovoltaic (PV) production and status: The town has two PV arrays: a ground-mount system at the Wastewater Treatment Plant (WWTP), and a roof-mount system on for the Public Safety Building. Their total production since installation comes to 1270 MWh of electricity. (solrenview)

	Year Installed	Size (kwdc)	Projected Electricity Generation (kwh/yr)
Wastewater Treatment Plant	2015	281	265,280
Public Safety Building	2016	60	53,559

In the latest year, \$96,212 in SRECs, Solar Renewable Energy Certificates, are being paid to the Town for the two systems. (Terry, Solect 2/4)

Construction of the WWTP solar project, approved at the 2015 Town Meeting, was budgeted at \$700,000, but with the fall in the price of solar panels, was completed \$268,200 under budget. The surplus was set aside for a solar project on the Department of Public Works (DPW) garage and that project was approved by 2016 Town Meeting. The Town worked with Solar Design Associates to update and modify drawings and specifications for the DPW garage solar project public bid. Plans are for the roof of the DPW to accommodate a 155-kW solar panel installation.

Medfield State Hospital (MSH) Subcommittee: In 2019, MEC determined that it was important to influence the Town’s new construction project process in order to maximize energy efficiency and minimize the carbon footprint of new buildings in town. Energy goals can be most effectively met with early involvement in the design process.

The coming redevelopment of the Medfield State Hospital property will be the largest construction project in Medfield’s history. In July, a MEC subcommittee was established with the goal to help the project achieve the smallest possible carbon impact. The MEC-MSH subcommittee recruited new members and Eversource delegated a representative. Strategies that are being explored include: a Passive House standard (high-insulation), net-zero energy, canopy solar, district ground-source heat pump, and substantial utility incentives and state funding The subcommittee

consulted with experts and other towns, identifying analogous projects and incentives. An Eversource team is assisting to explore the feasibility of these strategies, and to draft language for inclusion in MSH Development Committee's RFP.

Energy efficiency activities outside of MEC: Medfield Historic Society's building on Pleasant Street installed a ductless air-source heat pump as part of an overall energy upgrade at a cost of \$13,759. Eversource provided a substantial incentive of \$8,092 which provided for a simple 3-year payback. This is the first time in the Commonwealth that an oil-heated building received a utility incentive to move to high-efficiency electric heating and cooling. The overall retrofit is projected to decrease the carbon footprint of the facility by 65%. High-efficiency heat-pump heating and cooling has the ability to substantially lower carbon footprints.

In 2020 MEC expects to work on:

- Re-creation of a town energy manager position
- Interior lighting upgrade to LED at Town Hall, DPW, Library, and Pfaff, projected to save \$21,728 annually
- Council on Aging interior and exterior lighting
- Photovoltaics on the DPW garage
- Application to DOER for a new round of GC grant funding, up to \$200,000
- Identifying remaining work to be completed from the Blake retro-commissioning
- Possible upgrades to tennis and basketball courts
- Possible warrant articles addressing climate issues

In 2020 the MEC-MSH will work on:

- Collaborating with the MSH Development Committee on appropriate request for proposal (RFP) language to seek net zero proposals
- A passive house/net zero educational campaign

The MEC meets once a month, meetings are posted in advance and the public is invited to attend, participate in discussion, and offer help in reducing energy consumption, which reduces the town's carbon footprint. Residents interested in becoming a member of the Energy Committee are encouraged to contact the Energy Committee Chair or the Town Administrator.

Respectfully submitted,
Fred Davis, Chair

Penni Conner
Paul Fechtelkotter
Cynthia Greene
Marie Nolan
Trish Pembroke
Alec Stevens
Amy Colleran, Facilities Director, Ex-Officio
Osler Peterson, Selectman, Ex-Officio

MEC-MSH Subcommittee

Fred Davis
Paul Fechtelkotter
Fritz Fleishmann
Cynthia Greene
Jim Nail
Marie Nolan
Trish Pembroke
Bill Stack, Eversource
David Stephenson
David Temple
Osler Peterson, Selectman, Ex-Officio

(Note: all figures are as of 2/4/20)

MEDFIELD PUBLIC SCHOOLS
REPORT FOR THE YEAR ENDING
DECEMBER 31, 2019

REPORT OF THE SCHOOL COMMITTEE

To the Superintendent of Schools:

The School Committee is very proud of our schools and profoundly grateful to you, the administrators, teachers, and support personnel who dedicate their time and talent to the Medfield Public Schools, as well as to the students and families in our district.

Medfield 2021, our strategic 5-year plan, has been our guiding compass and you have been fully committed to fulfilling the goals and intentions set within the document. The road to accomplishing many of these targets has not been straight forward, yet you have been thoughtful and open to engaging all stakeholders. We appreciate your strategic vision and approach to changes and continuous improvements, and also want to acknowledge how we value your willingness to adapt to these challenges.

We would like to recognize that your responsibilities extend beyond the roughly 2600 students in our district and their families. In addition to the staff of 350 teachers, administrators and other professionals, and our school committee, you collaborate with many town department, surrounding towns, educational and professional organizations. In addition to the countless meetings and preparations needed for these commitments, you attend the major events across the district. In short, you are an excellent ambassador for the district.

We look forward to this continued journey of initiatives and innovations in education, while working together on the inevitable challenges in the coming years.

Budget:

We are committed to responsibly fund those priorities supported by “*Medfield 2021*”. Yet in doing so, it is always our aim to find an appropriate balance between what our town can afford and what our children deserve for a first class, ever-improving education.

Once again this year, we engaged in a very thorough budget process with the Warrant Committee. We certainly recognize the limitations placed on funding, considering all of the projects and departments which require resources in our town. We value the open channels of dialogue and collaboration with the town departments during this process. You and Michael LaFrancesca continue to seek and develop innovative and important ways in which resources may be utilized efficiently and effectively across all town departments.

We recognize there are continued challenges ahead and acknowledge the major budget drivers: instructional/personnel costs, transportation, special education and professional development.

Highlights:

We are proud of the Summer Research and Development during the summer of 2019. The districts commitment to SEL continues with vigor with Blake initiating the Project Happiness campaign. #WhyWeNeedDiverseBooks is another initiative that not only supports the new History and Social Science frameworks, but it is a commitment to cultivate and promote cultural understanding and allows students of all backgrounds to see themselves reflected in stories.

Mary Bruhl led a committee to develop the District Accommodation Plan to help students and parents better understand students' needs, learning styles and accommodations available to them.

The Social Emotional Task Force, now in its third year, continues to address the well-being of students and staff. The Challenge Success program continues to address finding balance within the culture of the schools.

The Dale Street School Project will develop its Preliminary Design, begin an Educational Visioning process, explore keeping the existing grade 4 and 5 school or build a grades 3, 4 and 5 school configuration and work on site selection.

Our Medfield community continues to provide unwavering support to this district. From funding grants for teachers to volunteering in classrooms and school events, this dedication to the needs of our district provides a level of support that highlights the reasons Medfield succeeds in multiple venues from music and art, to sports, theater and academics. We appreciate the efforts and aid of the Medfield Coalition for Public Education, the Medfield PTOs, the Medfield Foundation, the Medfield Music Association, and the amazing families who make educating all children a top priority in our district.

I thank my colleagues on the School Committee; Jessica Reilly, Leo Brehm, Meghan Glenn, and Tim Knight. I also want to thank Campbell Ayer, our student representative on the School Committee. Each member of our committee brings a unique perspective and expertise which fosters a collaborative working environment. On behalf of the Committee, I also want to thank our members' families, who make many sacrifices that enable us to serve this district not only in our meetings, but also the numerous hours dedicated to subcommittees, negotiations, budget discussions, and community organizations. We look forward to working with you in the year ahead as *Medfield 2021* continues to guide our vision of the Medfield Public Schools.

Respectfully submitted,

Anna Mae O'Shea Brooke
Medfield School Committee Chairperson

MEDFIELD PUBLIC SCHOOLS

Enrollment Figures

As of October 1, 2019

Memorial School

Pre - K	50
Kindergarten:	195
Grade 1:	191

Ralph Wheelock School

Grade 2:	187
Grade 3:	201

Dale Street School

Grade 4:	204
Grade 5:	194

Thomas A. Blake Middle School

Grade 6:	193
Grade 7:	186
Grade 8:	196

Amos Clark Kingsbury High School

Grade 9:	199
Grade 10:	198
Grade 11:	201
Grade 12:	206
Total:	2601

REPORT OF THE SUPERINTENDENT OF SCHOOLS

To the Citizens of Medfield:

On behalf of the Medfield School Committee and the entire Medfield School Community, I am pleased to submit the Annual Report for 2019. The Fiscal Year 2020 budget was \$36,461,424 or an increase of 3.99%. We thank you for your support of the feasibility study for the Dale Street School.

Enrollment

Our December 31, 2019 enrollment was 2,605. The enrollment by school was: Memorial: 436; Wheelock: 388; Dale Street: 400; Blake Middle: 575; and High School: 806. We have several indications that we are approaching higher elementary enrollment for 2019-2020, such as an increase of birth rates, and impending construction all point to a potential increase in student enrollment. Most of those students entered our elementary schools. We will continue to work closely with town officials to monitor the factors that increase our enrollment.

Professional Development

The quality of our teachers and administrators is very important to the Medfield Public Schools. Our teachers continue to receive high quality professional development in the areas of technology, technology integration, mathematics, assessment, and their particular content area. Teachers spent time during after school meetings and release days to focus on collaboration, lesson design and curriculum improvements. Lastly, research and development sessions occurred over the summer for teachers to develop new curricula, courses, and focus on student assessment.

Our Leadership Team has focused the majority of their professional development on curriculum development, technology and other leadership issues.

Strategic Plan Initiative – Medfield 2021

We began year 4 of the implementation of our five-year strategic plan in 2019. Our focus continues to be on Goal # 1 Collaborative Learning, Goal #2 Well-Being, Goal #3 The Whole Child, Goal #4 Community, and Goal #5 Facilities/Equipment.

During the development of Medfield 2021, we hosted nine focus groups with teachers, parents, town officials, and senior citizens. As a follow up to the focus groups, we conducted a survey that yielded of 700 responses. Our plan was approved by the School Committee and is available on www.medfield.net. Special

thanks to the many participants that assisted us during this important project.

SEL Task Force

The Social Emotional Task Force was established in 2017 to focus on improvements for our students and staff. The SEL Task Force is comprised of students, parents, teachers, and administrators. The areas being examined by the SEL Task Force are: student stress, homework, school schedules and report cards, and staff stress. Recommendations for changes to these critical areas were made and the Medfield School Committee revised its Homework Policy for all students. This year we expanded our focus on school day schedules, school starting times, student/staff stress, and cell phone use.

Dale Street Building Project

The district is excited to be moving forward with the Massachusetts School Building Authority (MSBA) Program for the replacement of the Dale Street School. We have now moved into the Feasibility Study phase of the Dale Street Building Project which includes forming a Dale Street Building Committee along with hiring a OPM (Owner's Project Manager). The Feasibility Study is a requirement for MSBA and will drive the scope of the project moving forward. All of the project information can be found at www.medfield.net. We anticipate coming to the community for funding in the fall of 2021. Special thanks to the School Building Committee members:

- Mike Quinlan, Chair
- Mike Weber
- Thomas Erb
- Walt Kincaid
- Tim Bonfatti
- Mike Marcucci
- Leo Brehm
- Kristine Trierweiler
- Michael LaFrancesca
- Steve Grenham
- Amy Colleran
- Sharon Tatso

Technology Initiative

Our students continue to be involved with mobile device learning. Our 11th and 12th Grade has been issued school owned Chromebooks and we have expanded Chromebook use from Grades 2 to 12. All students now have their own tablets or laptops and are able to experience a more personalized and collaborative learning

experience throughout all subjects in grades 9 through 12.

Early Childhood Learning

Medfield understands the important role early childhood learning has in the success of our students in the future years. In 2019, we offered a Full Day Kindergarten Program for a sixth year and expanded our Preschool offerings. We had 195 students enrolled in our tuition-based Full Day Kindergarten Program. We are pleased to offer these outstanding learning experiences for our youngest students. However, with the anticipated enrollment increases, space may become an issue at Memorial School, and limit our capacity to offer these experiences.

Accountability

Medfield continues to show overall success with statewide testing scores. As expected, Medfield MCAS scores are well above the state average in most areas. The district continues to use test data to improve curriculum and instruction and we anticipate additional gains. In 2019, Medfield students began their second year taking the Next Generation MCAS. These tests are more challenging and focus on critical thinking instead of just fact retrieval. Please see the scores included in this report.

Supporting Organizations

The non-profit organizations that support our schools continue to generate revenue to provide additional learning experiences for students, as well as and hosting activities that bring families together. Special thanks to the Medfield Coalition for Public Education (MCPE), the K-8 PTO, the MHS PTO, SEPAC, and Medfield Music Association for providing assistance to our schools. These organizations continue to offset the costs of programing, professional development and technology equipment to help keep the school department costs down. In addition, we are thankful for the many Medfield parents, residents, and businesses that donate to these organizations.

I would like to thank all Medfield citizens for their continued support of the Medfield Public Schools. It is my honor to serve as your Superintendent of Schools. Please visit www.medfield.net for more information about the district.

Respectfully submitted,

Jeffrey J. Marsden,
Superintendent of Schools

MCAS Annual Comparisons

GRADE 10 - ENGLISH LANGUAGE ARTS

Achievement Level	2017	2018	*2019
Proficient or Higher	97%	97%	79%
Advanced	71%	73%	20%
Proficient	26%	24%	59%
Needs Improvement	1%	2%	19%
Failing/Warning	2%	1%	2%

GRADE 10 - MATHEMATICS

Achievement Level	2017	2018	*2019
Proficient or Higher	95%	96%	83%
Advanced	80%	79%	35%
Proficient	15%	17%	49%
Needs Improvement	2%	3%	15%
Failing/Warning	4%	1%	1%

GRADE 10 – SCIENCE AND TECH/ENGINEERING

Achievement Level	2017	2018	2019
Proficient or Higher	94%	94%	93%
Advanced	64%	59%	54%
Proficient	30%	35%	39%
Needs Improvement	5%	5%	20%
Failing/Warning	1%	1%	1%

GRADE 8 - ENGLISH LANGUAGE ARTS

Achievement Level	*2017	*2018	*2019
Meeting/Exceeding Expectations	70%	59%	66%
Exceeding Expectations	7%	7%	14%
Meeting/Expectations	63%	53%	52%
Partially Meeting Expectations	28%	36%	31%
Not Meeting Expectations	2%	5%	3%

GRADE 8 - MATHEMATICS

Achievement Level	*2017	*2018	*2019
Meeting/Exceeding Expectations	60%	73%	66%
Exceeding Expectations	14%	11%	13%
Meeting/Expectations	46%	62%	52%
Partially Meeting Expectations	37%	24%	32%
Not Meeting Expectations	3%	3%	2%

*Next Generation MCAS

GRADE 8 - SCIENCE AND TECH/ENGINEERING

Achievement Level	2017	2018	*2019
Proficient or Higher	55%	36%	73%
Advanced	4%	1%	21%
Proficient	51%	35%	52%
Needs Improvement	35%	56%	25%
Failing/Warning	10%	8%	2%

GRADE 7 - ENGLISH LANGUAGE ARTS

Achievement Level	*2017	*2018	*2019
Meeting/Exceeding Expectations	70%	65%	80%
Exceeding Expectations	6%	9%	15%
Meeting/Expectations	64%	56%	65%
Partially Meeting Expectations	26%	31%	19%
Not Meeting Expectations	4%	4%	2%

GRADE 7 - MATHEMATICS

Achievement Level	*2017	*2018	*2019
Meeting/Exceeding Expectations	77%	75%	81%
Exceeding Expectations	19%	23%	25%
Meeting/Expectations	58%	53%	56%
Partially Meeting Expectations	20%	24%	17%
Not Meeting Expectations	3%	1%	2%

GRADE 6 - ENGLISH LANGUAGE ARTS

Achievement Level	*2017	*2018	*2019
Meeting/Exceeding Expectations	75%	71%	80%
Exceeding Expectations	14%	13%	19%
Meeting/Expectations	61%	58%	61%
Partially Meeting Expectations	24%	27%	18%
Not Meeting Expectations	1%	2%	2%

GRADE 6 - MATHEMATICS

Achievement Level	*2017	*2018	*2019
Meeting/Exceeding Expectations	74%	70%	77%
Exceeding Expectations	13%	7%	18%
Meeting/Expectations	61%	62%	59%
Partially Meeting Expectations	25%	27%	22%
Not Meeting Expectations	0%	3%	1%

*Next Generation MCAS

GRADE 5 - ENGLISH LANGUAGE ARTS

Achievement Level	*2017	*2018	*2019
Meeting/Exceeding Expectations	71%	79%	73%
Exceeding Expectations	7%	13%	6%
Meeting/Expectations	64%	66%	67%
Partially Meeting Expectations	27%	20%	26%
Not Meeting Expectations	2%	1%	1%

GRADE 5 - MATHEMATICS

Achievement Level	*2017	*2018	*2019
Meeting/Exceeding Expectations	74%	73%	65%
Exceeding Expectations	11%	15%	6%
Meeting/Expectations	63%	58%	59%
Partially Meeting Expectations	24%	24%	33%
Not Meeting Expectations	2%	3%	2%

GRADE 5 - SCIENCE AND TECH/ENGINEERING

Achievement Level	2017	2018	*2019
Proficient or Higher	66%	64%	64%
Advanced	24%	21%	6%
Proficient	42%	43%	58%
Needs Improvement	32%	34%	32%
Failing/Warning	2%	2%	4%

GRADE 4 - ENGLISH LANGUAGE ARTS

Achievement Level	*2017	*2018	*2019
Meeting/Exceeding Expectations	72%	72%	70%
Exceeding Expectations	15%	15%	14%
Meeting/Expectations	60%	57%	57%
Partially Meeting Expectations	23%	27%	27%
Not Meeting Expectations	2%	1%	3%

GRADE 4 - MATHEMATICS

Achievement Level	*2017	*2018	*2019
Meeting/Exceeding Expectations	72%	70%	70%
Exceeding Expectations	14%	15%	17%
Meeting/Expectations	58%	55%	53%
Partially Meeting Expectations	24%	28%	26%
Not Meeting Expectations	4%	2%	5%

*Next Generation MCAS

GRADE 3 - ENGLISH LANGUAGE ARTS

Achievement Level	*2017	*2018	*2019
Meeting/Exceeding Expectations	66%	67%	80%
Exceeding Expectations	12%	11%	17%
Meeting/Expectations	54%	56%	63%
Partially Meeting Expectations	31%	30%	19%
Not Meeting Expectations	3%	3%	2%

GRADE 3 - MATHEMATICS

Achievement Level	*2017	*2018	*2019
Meeting/Exceeding Expectations	57%	67%	71%
Exceeding Expectations	7%	11%	17%
Meeting/Expectations	50%	56%	54%
Partially Meeting Expectations	39%	30%	24%
Not Meeting Expectations	4%	3%	4%

*Next Generation MCAS

MEDFIELD PUBLIC SCHOOLS STAFF DIRECTORY

CENTRAL OFFICE

Name	Position	Appointment
Marsden, Jeffrey J., BS, M.Ed, Ed.D	Superintendent of Schools	2013
LaFrancesca, Michael, BS, MPA	Director of Finance and Operations	2014
Power, Christine, BS, M.Ed, PhD	Director of Innovation and Instruction	2019
Bruhl, Mary, BS, M.Ed	Director of Student Services	2018
Vandenboom, Kathy	Director of Human Resources	2016
O'Corcora, Eoin	Director of Technology	2008
Colleran, Amy	Director of Facilities	2018
Fahey, Caitlin	Director of Food Service	2019
Moore, Andrea	Administrative Asst. to the Superintendent	2004
Montillo, Phyllis	Secretary to Director of Finance Operations	2010
Barrett, Maureen	Accounts Payable Specialist	2016
Skipper, Julie	Human Resources Assistant	2017
Ortiz, Krystal	Secretary Director of Student Services	2019
Mitchell, Kim	Student Services Secretary	2000
Becker, Meredith	Out of District Coordinator	2017
Sullivan, Colleen	Mail Transfer	1995

MEDFIELD HIGH SCHOOL

NAME	POSITION	EDUCATION	APPOINTMENT
Parga, Robert	Principal	BA, California State University M.Ed., Azusa Pacific University CAGS, Salem State University	2007
Mandosa, Heather	Assistant Principal	M.Ed., Cambridge College BA, St. Anselm College	2001
Sperling, Jeffrey	Assistant Principal	BS, Bridgewater State Univ. MA, Lesley University	2005
Ballou, Katherine	Science Teacher	M.Ed., Endicott College BS, Stonehill College	2004
Barrows, Zachary	Social Studies Teacher	M.Ed., Boston College M.Ed., Endicott College	2014
Becker, Russell	Adjustment Counselor	BA, Univ. of Massachusetts M.Ed., American Int. College	2015
Bennett, Elizabeth	Nurse	BA, College of Charleston MA, University of Pennsylvania	2015
Berry, Orla	Science Teacher	BS, Simmons College BA, Framingham State College	2004
Bielik, Jason	Band Director	BS, National University of Ireland M.Ed., Univ. of Massachusetts	2018
Borjestedt, Linnea	Wellness Teacher	BA, Univ. of Massachusetts MA, Univ. of Massachusetts	2017
Broks, Ksenija	English Teacher	BS, Springfield College BA, Smith College	2011
Brown, Philip	Science Teacher	MA, Simmons College BA, University of Aberdeen	2011
Brown, Sarah	English Teacher	GCert., Univ. of Aberdeen BA, Syracuse University	2009
Buckingham, Rachel	Social Studies Teacher	M.Ed., Simmons College BA, University of San Diego	2016
Burke, Bailey	Science Teacher	MA, University of San Diego BA, Stonehill College	2011
Cambridge, Jeffrey	Wellness Teacher	M.Ed., Bridgewater State Univ. BS, Bridgewater State Univ.	2007
Cassidy, Rudy	Math Teacher	BA, Univ. of Massachusetts	2015
Chamberlain, Madeline	English Teacher	BA, McGill University MA, Tufts University	2008
Cotter, Michael	English/History Teacher	BA, Harvard University JD, Yale University	2017
Coutinho, Paul	Wellness Teacher	BS, Southern Connecticut Univ. MS, Northeastern University	2002
Cowell, Michael	Physics Teacher	BA, Univ. of Massachusetts M.Ed., Bridgewater State Univ.	2013
Cowell, Susan	Wellness Teacher	BS, Springfield College MA, Cambridge College	1984
Coyle, Adam	Social Studies Teacher	BA, George Washington Univ.	2006
Curley, Karey	Special Education Leader	BS, Providence College MS, Simmons College	2017
Curran, Jane	Technology Assistant	High School Diploma	2004
Curtis, Susan	Secretary – Guidance	BS, Providence College	2014
Danielski, Meghan	Special Education Teacher	BA, Univ. of Massachusetts M.Ed., Univ. of Massachusetts	2016
Drew, Meghan	Art Teacher	BA, Sacred Heart University M.Ed., Boston University	2003
Duffy, Gail	English Teacher	BA, Stonehill College MA, Bridgewater State Univ.	2001
Dunn, Jonathan	Math Teacher	MPS, Clark University BA, James Madison University	2004

NAME	POSITION	EDUCATION	APPOINTMENT
Emerson, Kathleen	Social Studies Teacher	BA, Providence College MA, Simmons College	2001
Evans, Brenna	Music Teacher	BA, Bowling Green State Univ. M.Ed., Buffalo State	2013
Faust, Christopher	Art Teacher	BA, Mass. College of Art M.Ed., Vermont College	2014
Fitzgerald, Maura	Secretary - Main Office	BS, Boston College	2017
Flanagan, Jacqueline	Math Teacher	BS, Boston University MS, Suffolk University	1996
Franco, Marlo	Special Education Teacher	BA, University of Connecticut MA, Johnson & Wales Univ.	2017
Galt, Luanne	Math Teacher	BA, Boston College MA, Cambridge College	1999
Garcia-Rangel, Mary	English Teacher	BA, Univ. of Massachusetts MA, Tufts University	2002
Garfinkle, Brittany	Special Education Teacher	BS, Quinnipiac University M.Ed., Bridgewater State Univ.	2014
Goodrow-Trach, Monique	World Language Teacher	BA, SUNY Binghamton M.Ed., SUNY Plattsburgh	2004
Grolnic, Linda	Special Education Teacher	BA, Univ. of Massachusetts	2007
Hamilton, Paula	World Language Teacher	BA, Framingham State College MA, University of Chicago	2012
Hardiman, Brittany	Nurse	BS, Boston College	2018
Higger, Sara	Art Teacher	BA, Boston University M.Ed., RI School of Design	2017
Holms, Matthew	World Language Teacher	BA, Rutgers University MA, University of Georgia	2017
Hutsick, Maria	Athletic Trainer/Wellness	BS, Ithaca College MS, Indiana University	2007
Ingram, Maryjean	Secretary – Principal	BS, College of Mt. St. Vincent MS, Fordham University	1994
Irwin, Ross	Math Teacher	BA, Leeds University, UK M.Ed., Cambridge College	1992
Jones, Katherine	Art Teacher	BA, Mass. College of Art M.Ed., Framingham State College	2003
Keene, Laura	School Psychologist	BA, SUNY Geneseo MA, Northeastern University	2019
Kincaid, Garland	Social Studies Teacher	BA, University of Colorado MS, SUNY Potsdam	2007
Kraemer, Michael	Math Teacher	BA, College of Holy Cross MA, Bridgewater State Univ. MS, Worcester Polytechnic Inst.	1987
Krah, Kerrie	Speech Language Pathologist	BS, Marquette University MS, Hofstra University	2002
Leland, Stephanie	Special Education Teacher	BS, Wheelock College M.Ed., Wheelock College	2014
Lodge, Anne	Guidance Counselor	BA, College of Holy Cross MS, Boston University	2007
Lohan, Melinda	Social Studies Teacher	BA, Univ. of Massachusetts MA, Univ. of Massachusetts	2006
Luce, Shawn	Chemistry Teacher	BA, Westfield State M.Ed., Bridgewater State College	2016
Luczak, Alice	Math Teacher	BA, Arcadia University M.Ed., Rutgers University	2019

NAME	POSITION	EDUCATION	APPOINTMENT
Lynch, Kerry	Biology Teacher	BA, Wesley College M.Ed., Emmanuel College	2012
Lyon, Diane	Math Teacher	BS, Univ. of Massachusetts M.Ed., Univ. of Massachusetts	2006
Mandosa, Francis	English Teacher	BA, St. Anselm College M.Ed., Cambridge College	2002
Morin, Thomas	Social Studies Teacher	BA, Colgate University Cert., Bridgewater State JD, New England School of Law	2005
Oasis, Perry	Social Studies Teacher	BA, Brown University MA, Brown University	2016
Ormberg, Erik	Guidance Counselor	BS, Ithaca College M.Ed., Suffolk University	1998
Padden, Amanda	Guidance Counselor	BA, Bates College MA, Boston University	2014
Panchuk, Robin	Librarian	BS, Barrington College MS, Bridgewater State Univ.	2014
Pollard, Stephanie	Wellness Teacher	BA, Johnson & Wales Univ. MA, American College of Education	2014
Randolph, Elizabeth	English Teacher	BA, University of Kentucky M.Ed., Boston University	2006
Reilly, Colby	Biology Teacher	BA, Hobart William Smith Colleges MA, College of The Atlantic S.D., Baylor University	2020
Reynolds, Morgan	English Teacher	BA, Chester College of NE MA, Simmons College	2013
Rimbey, Ashley	Chemistry Teacher	BA, Elizabethtown College M.Ed., Lebanon Valley College	2019
Rodenhi, Sarah	World Language Teacher	BA, Bowdoin College MA, Middlebury College	2000
Rosenberg-Penn, Mark	Social Studies Teacher	BA, Mt. Ida College M.Ed., Harvard University	2001
Ryan, Bridget	Special Education Teacher	BA, Bridgewater State College MA, Bridgewater State College	2019
Safer, Jessica	Math Teacher	BA, Assumption College M.Ed., Cambridge College	2002
Sancher, Bethan	English Teacher	BA, Brigham Young University MA, Framingham State College MA, Endicott College	2007
Sawtelle, Gwynne	English Teacher	BA, Dickinson College MA, Simmons College	2007
Scott, Eric	Athletic Director	BS, Bridgewater State	2012
Seri, Leora	World Language Teacher	BA, Bates College MA, Middlebury College	2006
Shaffer, Karen	Business Teacher	BA, University of Phoenix MA, Clarion University	2019
Sieber, Colleen	English Teacher	BS, Assumption College M.Ed., Endicott College	2010
Smith, Kathleen	Secretary - Main Office	BA, Mass. College Liberal Arts MS, Boston University	2014
Sonnenberg, Neal	Tech Integration Specialist	BA, Univ. of Massachusetts MA, Boston University	2012

NAME	POSITION	EDUCATION	APPOINTMENT
Tasi, Tracy	World Language Teacher	BA, Boston College M.Ed., Framingham State College	2020
Tevis-Finn, Julie	Social Studies Teacher	BA, Boston College	2011
Thibeault, Kristen	Wellness Teacher	BA, Univ. of Massachusetts M.Ed., Univ. of New Hampshire	2017
Toubman, Ellen	World Language Teacher	BA, Connecticut College M.Ed., Harvard University	2002
Tremblay, Ann Marie	Music Teacher	BA, Maryland University	2016
Welling, Veronique	World Language Teacher	MA, The Boston Conservatory BA, Univ. of Massachusetts MA, Univ. of Massachusetts M.Ed., Boston Conservatory	2004
Williamson, Holly	ESL Teacher	BA, Univ. of Massachusetts M.Ed., Simmons College	2016
Worthley, David	Director of SEL	BS, Eastern CT University M. Ed., Boston University	2016
Worthley, Stephanie	Guidance/Dept. Chair	M. Ed., Endicott College BS, Springfield College M.Ed., Springfield College M.Ed., Endicott College	2006
Wren-Burgess, Bonnie	English Teacher	BA, Boston University MA, Simmons College	2002
Zhang, Xuguang	World Language Teacher	BA, Jinlin College of Arts M.Ed., Brandeis University	2015

THOMAS A. BLAKE MIDDLE SCHOOL

NAME	POSITION	EDUCATION	APPOINTMENT
Vaughn, Nathaniel	Principal	BA, Trinity University M.Ed., Lesley College	1998
Campbell, Kelly	Assistant Principal	M.Ed., Endicott College BA, Narragansett College MA, University of Buffalo	2011
Adams, Kathryn	Secretary-Main Office	BA, Colby College	2008
Alland, Emily	Social Studies Teacher	BA, Western NE College M.Ed., Simmons College	2007
Allen, Tracy	Guidance Counselor	BA, Vassar College MA, Boston College	2004
Avery, Deborah	Secretary-Guidance Office	BA, Ithaca College	2011
Balardini, Stacey	Special Education Teacher	BA, Providence College MA, Wheelock College	2000
Batts, Maura	World Language Teacher	BA, Middlebury College M.Ed., Univ. of Massachusetts	1993
Blum, Cynthia	Science Teacher	BS, Simmons College M.Ed., Simmons College	2008
Boulos, Susan	World Language Teacher	BS, Brown University MA, Endicott College M.Ed., Boston College	2001
Bourgeois, Kaylie	Special Education Teacher	BA, College of Holy Cross MA, Simmons College	2018
Buckham, Eileen	World Language Teacher	BA, Boston University M.Ed., Boston University	2006
Buley, Kristin	Science Teacher	BS, St. Michaels College M.Ed., Northeastern University	2014
Bycoff, Susan	Math Teacher	BA, Stonehill College MA Bridgewater State Univ.	2011
Caprio, Kathleen	English Teacher	BS, Southern Connecticut State MS, Southern Connecticut State	2007
Corcoran, Kristin	School Psychologist	BA, Lafayette College MA, Univ. of Massachusetts	2017
Cuomo, Amy	English Teacher	BA, Colby College M.Ed., Lesley College	2015
Dalzell, Julianne	Science Teacher	BA, Bowdoin College M.Ed., Lesley University	2016
Delaney, Christina	Art Teacher	BA, Mass. College of Art M.Ed., Lesley University	2005
Deveno, Nancy	Art Teacher	BA, Mass. College of Art MA, Mass. College of Art	1993
Dexter, Ryan	Music Teacher	BA, Univ. of Massachusetts MA, Framingham State Univ.	2000
Dondero, Jennifer	Guidance Counselor	BA, Boston College MA, Boston College	2011
Doolan, Constance	Math Teacher	BS, Bradley University M.Ed., Cambridge College	2004
DuBois, Mary Ellen	Math Teacher	BA, Regis College	2014
Farrell, Kara	Math Teacher	BA, Bridgewater State Univ. M.Ed., Univ. of Massachusetts	2010
Fratolillo, Ann	English Teacher	BA, Worcester College M.Ed., National University	1994

NAME	POSITION	EDUCATION	APPOINTMENT
Gagne, Ian	English Teacher	BS, Boston College	2000
Gavaghan, Brian	English Teacher	MA, National University BA, St. Anselm College	2007
Gelormini, Kara	Reading Teacher	MA, Framingham State Univ. BA, Univ. of Massachusetts	2016
Gibbs, Michael	Science Teacher	MA, Simmons College	2007
Gonzalez, Heather	World Language Teacher	BS, Worcester Polytechnic Inst. BA, Oberlin College	2004
Gow, Michael	Social Studies Teacher	MA, Framingham State Univ. BS, University of Wisconsin	2001
Gumas, Marissa	Math Teacher	M.Ed., Bridgewater State Univ. BA, Arcadia College	2001
Heafitz, Michael	Special Education Teacher	M.Ed., Lesley College	2007
Heim, Jason	Science Teacher	BA, Connecticut College M.Ed., Boston College	2002
Heim, Marjorie	Science Teacher	BS, SUNY Albany M.E., Simmons College	2006
Hellerstein, Setheli	English Teacher	BA, Univ. of Massachusetts M.Ed., Univ. of Massachusetts	1999
Horvath, Diane	Tech Integration Specialist	BA, Beloit College	2012
Hurley, Eileen	English Teacher	MA, University of Vermont BA, University of Wisconsin	2011
Interrante, Maura	Special Education Teacher	M.Ed., Lesley University BA, Simmons College	2014
Kearney, Erin	Math Teacher	M.Ed., Framingham State Univ. BA, Framingham State Univ.	2007
Keohan, Gregory	Social Studies Teacher	BS, Northeastern University	2013
MacPhee, Kathleen	Speech/Language Pathologist	BS, University of Richmond MA, Salem State	2019
Mahoney, Yiyu	World Language Teacher	BA, University of Connecticut MA, Adelphi University	2012
Malone, Elise	English Teacher	M.Ed., Cambridge College	2008
Manning, Deborah	Social Studies Teacher	MA, Foreign Education Institute BS, Lesley University	2002
Manning, Kristin	World Language Teacher	M.Ed., Framingham State College BA, Hamilton College	2003
Manuel, Tania	Technology Assistant	M.Ed., Lesley University	2014
Marenghi, Matthew	Guidance Counselor	BA, University of Vermont MA, Quinnipiac College	2002
Matthews, Lisa	Special Education Teacher	BA, College of Holy Cross	2011
McClelland, Cynthia	Social Studies Teacher	M.Ed., Boston University	2010
McCullough, Kathleen	Wellness Teacher	BA, Union College MA, Union College	2011
McLaughlin, Nancy	Math Teacher	BA, Bridgewater State Univ. M.Ed., Framingham State Univ.	2009
Mihalich, Lucas	Social Studies Teacher	BA, Univ. of Massachusetts MA, Cambridge College	2016
		BS, Valparaiso University MS, Simmons College	
		BS, Boston College MS, Univ. of Massachusetts	

NAME	POSITION	EDUCATION	APPOINTMENT
Millard, Matthew	Math Teacher	BS, Gordon College	2005
Murphy, Sarah	Reading Teacher	M.Ed., Simmons College	2005
Nickerson, Mark	Wellness Teacher	BS, Framingham State Univ. MS, Framingham State Univ.	1993
Rosen, Michele	Network Manager	BA, Gettysburg College	2016
Ruminski, Kelly	Science Teacher	M.Ed., Framingham State Univ. AS, Wentworth Institute Tech. BS, Wentworth Institute Tech.	2005
Salamone, Mary	Special Education Leader	BA, Marist College	1995
Scales, Kathleen	Physical Therapist	MA, Marist College BS, Wheelock College	2018
Shaw, Jillian	Science Teacher	BS, Boston University MS, Boston University	2013
Silva, Judith	Science Teacher	BS, Worcester College MS, Bridgewater State Univ.	2006
Skerry, Sharon	Secretary-Main Office	BA, University of Rhode Island	2001
Stevens, Geraldine	Secretary-Main Office	M.Ed., Montana State Univ.	2017
Sullivan, John	Social Studies Teacher	BA, Williams College	2004
Taliaferro, Travis	Social Studies Teacher	BS, Northeastern University MA, Northeastern University	2001
Thress, Meghan	Science Teacher	BA, Plymouth State College M.Ed., Plymouth State College	2018
Walkowicz, Nathan	English Teacher	BS, Trinity College MA, Duke University	2016
Williams, Patricia	Nurse	BA, Boston College MA, Univ. of Massachusetts	2005
Woods, Thomas	Wellness Teacher	BSN, Boston College MBA, Virginia Polytechnic Inst.	2008
		BA, Stonehill College M.Ed., Southern NH University	

DALE STREET SCHOOL

NAME	POSITION	EDUCATION	APPOINTMENT
Grenham, Stephen	Principal	BA, Brandeis University	2015
Bassett, Jennifer	Reading Teacher	BA, Rhode Island College	2006
		MA, Framingham State College	
Burnham, Elizabeth	Grade 5 Teacher	BA, University of Maine	1999
		MA, Simmons College	
Cajuste, Rico	Technology Assistant	High School Diploma	2019
Callahan, Christina	Reading Teacher	BA, Stonehill College	2008
		M.Ed., Bridgewater State Univ.	
Callahan, Eileen	Special Education Teacher	BA, Eastern Nazarene College	2018
		MA, Eastern Nazarene College	
Chamblin, Kelly	Grade 5 Teacher	BA, Connecticut College	2014
		M.Ed., Simmons College	
Condon, Maura	Grade 5 Teacher	BA, Boston College	2015
		M.Ed., Boston College	
Cowell, Kerry	Librarian	BA, Bridgewater State Univ.	2002
		M.Ed., Bridgewater State Univ.	
DellaMonica, Maria	World Language Teacher	BA, Fairfield University	2016
DiPesa, Leanne	Grade 4 Teacher	BA, Univ. of New Hampshire	2011
		M.Ed., Lesley University	
Douglas, Michael	Grade 4 Teacher	BS, Stonehill College	1995
		M.Ed., Cambridge College	
Dowd, Shannon	Grade 4 Teacher	BS, Framingham State College	2014
		M.Ed., Framingham State College	
Flynn, Suzanne	Grade 4 Teacher	BA, Merrimack College	2006
		M.Ed., Framingham State College	
Giammarco, Nancy	Special Education Leader	BA, Univ. of Massachusetts	2009
		M.Ed., Univ. of Massachusetts	
Gobin, Christen	Secretary - Principal	BA, Syracuse University	2017
Hamilton, Susan	Special Education Teacher	BA, Colgate University	2003
		M.Ed., Framingham State College	
Hayes, Christine	Grade 5 Teacher	BA, Bridgewater State Univ.	2019
		M.Ed., American Int. College	
Hayes, Margot	Grade 4 Teacher	BA, Bridgewater State Univ.	2007
Infantino, Megan	Secretary - Main Office	BS, Cornell University	2015
Isaacson, Sara	Grade 4 Teacher	BA, Brandeis University	2016
Johnson, Amanda	Grade 5 Teacher	BA, Westfield State College	2016
Laughna, Mary	Health/Wellness Teacher	BA, Gettysburg College	2017
		M.Ed., Boston College	
LeVangie, Kristen	World Language Teacher	BA, College of Holy Cross	2013
		M.Ed., Boston University	
Lowerre, Julie	Tech Integration Specialist	BS, Indiana State University	2004
MacDonnell, Shannon	Grade 4 Teacher	BA, Assumption College	2019
Mason, Michael	Grade 5 Teacher	BS, Northeastern University	1989
		M.Ed., Bridgewater State Univ.	
McKenzie, Kelsey	Grade 5 Teacher	BA, Providence College	2018
Mulligan, Jessica	Occupational Therapist	BA, Colgate University	2017
Nawrocki, Mairi	Wellness Teacher	BS, Boston University	2001
		MS, Bridgewater State Univ.	

NAME	POSITION	EDUCATION	APPOINTMENT
Nee, Erin	Grade 5 Teacher	BS, Emanuel College M.Ed., Fitchburg State BA, Univ. of Massachusetts	2018
Oxholm, Barbara	Music Teacher	MA, Univ. of Massachusetts MA, Univ. of Massachusetts	1999
Perachi, Brenda	Math Specialist	BA, Stonehill College M.Ed., Lesley College	2012
Ross, Erica	Grade 5 Teacher	BA, Bates College M.Ed., Marymount University	2018
Sager, Bethany	Grade 5 Teacher	BA, Mount Holyoke College M.Ed., Framingham State College	1996
Sangha, Ravi	Math Teacher	BA, University of California M.Ed., Harvard University	2019
Scott, Amy	Grade 4 Teacher	BA, Providence College MA, Framingham State College	2016
Seaver, Jennifer	Special Education Teacher	BA, Sacred Heart University M.Ed., Curry College	2017
Song, Xiaoqing	World Language Teacher	MA, Xian Jiaotong	2017
Stekalovsky, Elisabeth	School Psychologist	MS, Lesley College	1998
Thompson, Kathleen	Nurse Leader	BS, Salem State College MS, Boston College	1997
Vancura, Dorothy	Spch/Language Pathologist	BA, Bridgewater State Univ.	2007
Warner, Lindsey	Guidance Counselor	BA, Boston College MA, Boston College	2016
Wilson, Edith	Special Education Teacher	BA, William Smith College	2010

WHEELOCK SCHOOL

NAME	POSITION	EDUCATION	APPOINTMENT
Caulfield, Holli	Principal	BA, Salem State College M.Ed., Lesley University GCert., Boston College	2019
Alberts, Karen	Spch/Language Pathologist	BS, Worcester State College MS, Boston University	2012
Aries, Kaitlin	Behavior Specialist	BA, Univ. of New Hampshire	2013
Babin, Tracey	Art Teacher	BA, Wheaton College MA, Lesley University	2015
Bockhorst, Kathleen	Guidance Counselor	BA, Bates College MA, Boston College	2004
Callahan, Emily	Grade 3 Teacher	BS, Plymouth State University M.Ed., Framingham State College	2006
Callahan, Jamee	English Department Chair	BS, Framingham State College M.Ed., Framingham State College	2008
Carey, Ann	Grade 2 Teacher	BA, Stonehill College	1971
Cawley, Stacey	Grade 3 Teacher	BS, Univ. of Massachusetts MS, Framingham State College	2019
Connolly, Kimberly	Grade 2 Teacher	BA, Stonehill College	2014
Cote, Brooke	Special Education Teacher	BS, St. Mary's College MS, Simmons College	2019
DiGregorio, Elizabeth	Secretary - Main Office	BS, Babson College	2014
Dion, Joan	Grade 2 Teacher	BA, Boston College	2002
Foley, Marissa	Tech Integration Specialist	BA, Emmanuel College M.Ed., Northeastern University	2009
Garcia, Johanna	World Language Teacher	BA, Fitchburg State College	2019
Duffy, Jean	Reading Teacher	BS, Boston College M.Ed., Rutgers University	2006
Hall-Lynn, Rachel	Grade 3 Teacher	BA, Framingham State College	1997
Hevey, Sarah	Grade 3 Teacher	M.Ed., Lesley College	2007
Johnson, Jenna	School Psychologist	BS, Univ. of New Hampshire	2013
Keigan, Aimie	Nurse	BS, Univ. of Massachusetts	2018
Kennedy, Kelley	Special Education Teacher	BS, Univ. of Massachusetts	2013
Koch Schiemer, Nancy	Nurse	BA, University of Bridgeport MA, New York University	2003
Kuehl, James	Grade 3 Teacher	BA, University of Arizona MA, Simmons College	1997
Laliberte, Kayla	Grade 2 Teacher	BA, Univ. of Massachusetts M.Ed., Lesley College	2011
Melville, Shannon	Grade 2 Teacher	BS, Bridgewater State Univ. MS, Bridgewater State Univ.	2015
Murphy, Jennifer	Reading Specialist	BS, Univ. of Massachusetts M.Ed., Boston College	2018
Murphy, Marcia	Grade 2 Teacher	BS, Westfield State College M.Ed., Framingham State College	2005
Murray, Jessica	Health/Wellness Teacher	BS, Springfield College	2018
Myers, Judith	Reading Teacher	BA, Clark University MS, Long Island University	1998
Newton, Debra	Grade 3 Teacher	BA, Univ. of New Hampshire M.Ed., Univ. of New Hampshire	2009

NAME	POSITION	EDUCATION	APPOINTMENT
O'Sullivan, Margaret	Special Education Teacher	BS, Providence College MS, Framingham State College	2002
Parker, Kelsey	Grade 3 Teacher	BS, Southern NH University M.Ed., Southern NH University	2018
Plympton, Lauren	Grade 2 Teacher	BS, Plymouth State University	2016
Previdi, Cynthia	Grade 2 Teacher	BA, University of Vermont MS, Wheelock College	2006
Reddy, MaryBeth	Secretary - Main Office	BA, Providence College	2018
Ryan, Alison	Grade 2 Teacher	BS, Framingham State College	2018
Sheehan, Nicole	Grade 3 Teacher	BS, Bridgewater State Univ. MS, Wheelock College	1994
Singer, Margaret	Occupational Therapist	BA, New York University MA, Boston University	1998
Stevens, Nicholas	Wellness Teacher	BS, Springfield College M.Ed., Cambridge College	1995
Stover, Eithne	Music Teacher	BA, University College Cork MA, Boston Conservatory	2012
Trikoulis, Deborah	Grade 3 Teacher	BA, Quinnipiac University MA, Quinnipiac University	2016
Watson, Erin	Grade 3 Teacher	BA, Univ. of New Hampshire M.Ed., Lesley University	1995

MEMORIAL SCHOOL

NAME	POSITION	EDUCATION	APPOINTMENT
Bilsborough, Melissa	Principal	BA, Stonehill College M.Ed., Bridgewater State Univ. Ed.D, Boston College	2014
Chen, Joy	Occupational Therapist	BA, Oberlin College	1994
Colantoni, Juliana	Grade 1 Teacher	BS, Wheelock College M.Ed., Lesley University	1991
D'Amato, Carina	Kindergarten Teacher	BA, Fairfield University M.Ed., Fairfield University	2019
Dardia, Christine	Preschool Teacher	BA, Boston College M.Ed., Boston College	2011
DeGeorge, Sally	Preschool Teacher	BS, University College of NY M.Ed., Boston College	2004
Drew, Sarah	Kindergarten Teacher	BS, Quinnipiac University M.Ed., Quinnipiac University	2016
Elrick, Stefanie	Grade 1 Teacher	BA, Assumption College	2003
Farrahar, Anne	Librarian	MA, Simmons College BA, Boston College MA, Boston College	2010
Galvin, MaryKate	Grade 1 Teacher	BA, Bridgewater State Univ.	2018
Gelinas, Ellen	Wellness Teacher	BS, Univ. of New Hampshire M.Ed., Boston University	2011
Grace, Herbert	Wellness Teacher	BS, Keene State College MA, Cambridge College	1992
Grace, Paula	Kindergarten Teacher	BS, Westfield State College M.Ed., Lesley College	2007
Guilbert, Alison	Kindergarten Teacher	BS, University of Vermont M.Ed., Lesley College	2001
Hedberg, Marie	Kindergarten Teacher	BA, Boston College MA, Lesley College	2001
Herring, Heather	Grade 1 Teacher	BA, Assumption College M.Ed., Lesley University	2001
Kennedy, Joan	Spch/Language Pathologist	BS, Univ. of New Hampshire M.Ed., Northeastern University	2015
Knaus, Joseph	Art Teacher	BFA, Mass College of Arts	2012
Ladouceur, Beth	Technology Data Manager	BA, Rhode Island College	2017
Lozano, Guillet	ESL Teacher	BA, Simmons College M.Ed., Lesley College	2016
Maguire, Kimberly	Nurse	BS, Rhode Island College BS, Univ. of Massachusetts	2015
Mahoney, Kelli	Kindergarten Teacher	BS, Framingham State College M.Ed., Lesley College	2011
McAvoy, Susan	Kindergarten Teacher	BS, Framingham State College MS, Framingham State College	2000
McNeil, Irene	Secretary - Main Office	High School Diploma	2016
Nelson, Margaret	Special Education Leader	BS, East Carolina University MS, Temple University	2015
Nickerson, Jeninne	Kindergarten Teacher	BS, Bridgewater State Univ. M.Ed., Northeastern University M.Ed., Simmons College	1998

NAME	POSITION	EDUCATION	APPOINTMENT
Nogueira, Lynn	Kindergarten Teacher	BA, Bridgewater State Univ.	2015
Paget, Christine	Grade 1 Teacher	BS, Framingham State College	1990
		M.Ed., Lesley College	
Pendergast, Marie	Grade 1 Teacher	BA, Univ. of Massachusetts	1997
		M.Ed., Univ. of Massachusetts	
		M.Ed., Framingham State College	
Pollock, Allison	Grade 1 Teacher	BA, University of Vermont	1992
Ravinski, Kathleen	Grade 1 Teacher	BA, Wheaton College	2001
		M.ED., Lesley College	
Riccio, Julia	Spch/Language Pathologist	BA, Bates College	2000
		MS, Columbia University	
Ruggiero, David	Music Teacher	BS, Bryant College	2002
		MA, Lesley College	
Scales, Kathleen	Physical Therapist	BS, Boston College	2018
		MPT, Boston University	
Scier, Lesley	Grade 1 Teacher	BS, Lesley College	2014
		M.Ed., Boston College	
Singer, Laura	Reading Teacher	BS, St. Bonaventure University	1990
		MS, University of Maine	
Sklar, Kimberly	Secretary - Main Office	BA, Stonehill College	2018
Sperling, Keri	Math Specialist	BA, University of Rhode Island	2000
		M.Ed., Lesley College	
Teany, Meredith	Reading Specialist	BS, University of Maine	2012
		M.Ed., University of Houston	
Theodorou, Mariessa	Preschool Teacher	BA, Boston College	2016
		M.Ed., Univ. of Massachusetts	
Tobin, Pamela	School Psychologist	BS, Bridgewater State Univ.	2015
		M.Ed., Univ. of Massachusetts	
Wallace, Melissa	Special Education Teacher	BA, Univ. of Massachusetts	2017
		MA, Simmons College	
West, Jaclyn	Special Education Teacher	BS, Bridgewater State Univ.	2015
		M.Ed., Bridgewater State Univ.	
Wood, Katherine	Preschool Teacher	BA, Univ. of Massachusetts	2015
		M.Ed., Wheelock College	

FACILITIES MAINTENANCE DEPARTMENT

NAME	BUILDING	APPOINTMENT
Anagnos, Paul	High School Day Custodian	2017
Bailey, Nicholas	Dale Street Night Custodian	2017
Bond, Robert	Grounds Maintenance	2005
Burke, Stephen	Middle School Night Custodian	2007
Coughlin, Stephen	Middle School Night Custodian	2019
Farrell, Paul	High School Night Custodian	2015
Frazier, Matt	Head Custodian Middle School	2004
Harrington, Tyler	Memorial School Night Custodian	2017
Jackson, Michael	District Maintenance	2004
Johnson, Michael	Head Custodian Dale Street	2006
Lawler, Christopher	High School Night Custodian	2013
McDonald, James	Memorial Night Custodian	2013
Murray, Jeffrey	Memorial Night Custodian	2005
Murphy, Brian	Middle School Night Custodian	1997
Quayle, Thomas	District Maintenance	1999
Robitaille, Shayn	Wheelock School Head Custodian	2012
Sawyer, Andrew	High School Night Custodian	2019
Spence, Ryan	Wheelock Night School Custodian	2018
Stanley, James	Wheelock School Night Custodian	2013
Traversi, Mark	Memorial School Head Custodian	2014
Vogel, Keith	High School Head Custodian	2001
Wilson, Chris	Dale Street School Night Custodian	2017

FOOD SERVICES DEPARTMENT

NAME	BUILDING	APPOINTMENT
Abely, Jill	Wheelock School	2017
Boudreau, Kathy	Manager Dale Street School	2016
Cordaro, Jennifer	Middle School	2017
DeRoche, Nancy	Manager High School	1995
Fredrickson, Jill	High School	2017
Hart, Tina	Middle School	2004
Hatch, Misty	Manager Middle School	2016
Joline, Kim	Wheelock School	2019
Jones, Chris	Dale Street School	1988
Kiami, Becki	High School	2017
Lynch, Terri	Manager Memorial School	2011
Lyons, Teresa	High School	2016
Moore-Sawyer, Melissa	High School	2015
Nazario, Carmen	Memorial School	2019
O'Brien, Sharon	Middle School	2018
Tausek, Kim	Wheelock School	2016
Tomera, Mona	High School	2016
Visser, Lisa	Manager Wheelock School	2014

REPORT OF THE DIRECTOR OF FINANCE AND OPERATIONS

To the Superintendent of Schools:

I am pleased to submit to you and the citizens of Medfield the 2019 Annual Report of the Director of Finance and Operations. We are always evaluating our Department to find ways to improve the way we do business to ensure that we are being both cost effective and efficient. Each year we strengthen our process and move forward in aligning our department to the District's Strategic Plan (Medfield 2021). Goal 5 of Medfield 2021 (Facilities & Equipment) initiative is to "Continually invest in our facilities and equipment to optimize student learning".

I am happy to report that in 2019 the Feasibility Study for the Dale Street School Project was completed. This study, required by law, is a major component of the MSBA process. During this study our District will work with the MSBA to generate initial space summaries based on our District's educational program, establish design parameters, develop & evaluate preliminary and final alternatives.

Our excitement continues to grow, as we get closer to a new Dale Street Elementary school. It will offer students an engaging new space to help strengthen and boost their ability to excel in the classroom.

Hats off to a fantastic employee- Sandra Davidson. Sandy retired from Medfield Public Schools after 35 incredible years of service! We are so grateful to Sandy for her positive attitude and hard work for more than three decades. Best wishes, Sandy! Maureen Barrett, previously a secretary at Dale Street School accepted the open position in the business office.

We sadly said good-bye to our Food Services Director, Dawn Lavalley, who passed away in April. Dawn's upbeat personality, as well as her extraordinary experience in Food Services and her dedication to our district will be sorely missed.

We are pleased to welcome a new Food Service Director - Caitlin Fahey. Caitlin was previously the assistant Food Service Director in Dedham and has stepped into her new role seamlessly.

There has been lots of success and growth in the Human Resource department in 2019. The Benefits and Human Resource area purchased ADP HR software at significant savings. This software assists in our transition to paperless storage.

The budget process in 2019 culminated in the adoption of an FY 2020 budget for the Medfield Public Schools of \$36,471,424. This represents an increase of \$1,400,658 or a 3.99% increase over the amount provided the previous year. We

would like to thank the citizens of Medfield for passing both the operational override and the stabilization facilities override. Without your support, we would not be able to accomplish our goals and initiatives. We will continue to prudently manage the school department budgets and analyze areas of cost savings.

In closing, I am grateful, would like to thank the exceptional efforts of my hard working, and dedicated team. Thank you for your diligent daily tasks and accomplishments to help with the success of the Medfield School Finance and Operations department. I look forward to another successful year.

Respectfully submitted,

Michael A. La Francesca
Director of Finance and Operations

REPORT OF MEDFIELD HIGH SCHOOL

To the Superintendent of Schools:

On behalf of Medfield High School, it is my pleasure to submit this annual report for the calendar year ending December 31, 2019. The following highlights the many accomplishments that took place at MHS over the past 12 months.

The official enrollment at MHS on October 1, 2019 was 806. There were 190 graduates in the Class of 2019. Ninety-two percent of last year's graduating class went on to four-year colleges. These colleges included:

- Berklee College of Music
- Boston College
- Boston University
- Colby College
- Colgate University
- College of the Holy Cross
- Cornell University
- Georgetown University
- Hofstra University
- New York University
- Northeastern University
- Providence College
- Tufts University
- United States Naval Academy
- University of Connecticut
- University of Massachusetts - Amherst
- University of Michigan
- University of Notre Dame
- University of Virginia
- Villanova University

In addition, 78 members of the graduating Class of 2019 were inducted into the National Honor Society.

During our commencement ceremony, several members of the senior class shared their thoughts and experiences as students in Medfield. Honor Essayist Anna Compson shared her many experiences as a student in Medfield which included memories of activities that made a positive impact on the Class of 2019. Honor Essayist Michael Hawley encouraged his classmates to allow their leadership skills to shine and "don't wait for someone else to take charge, this is your moment." Senior Speaker Caillian Sheehy talked about the bittersweet feelings of

leaving Medfield High School but shared his excitement of upcoming moments and new experiences.

During our Class Day ceremony, Kate Cincotta (2002) was inducted into the Medfield High School Hall of Excellence. Kate has taken on the goal of improving the health and quality of life for those most in need and is the executive of the non-profit, Saha Global, Inc., which has launched a water purification business in rural Ghana that now provides clean water to over 84,000 people.

In 2019, the following students were named National Merit Commended Scholars: Peter Barrette, Anna Compson, Molly Drumm, Mathias Epstein, Katherine Farrell, Michael Hawley, Dylan Hogan, Meredith Kratochwill, William Maritan, Ella Matthews, and Tatum Samson.

Medfield High School was once again recognized by U.S. News and World Report as one of the top high schools in the U.S. This publication awarded MHS with the Gold Award as a top school in the Commonwealth.

This past year, 250 students took 468 AP exams. On these exams, 82% of the students scored 3 or above, our SAT and ACT scores were well above the national average and the Medfield High School MCAS results were, once again exemplary:

- English/Language Arts - 79% Meeting/Exceeding
- Math - 83% Meeting/Exceeding
- Science & Technology/Engineering - 93% Advanced/Proficient

During 2018-2019, the MHS staff conducted a self-reflection for the purpose of examining teaching and learning. This data was used to help identify areas of focus in advance of our NEASC re-accreditation process. Through this self-study, we determined that a vision of the graduate statement would help center the work we do with students and also identify the traits we want to see in our students when they leave high school. As a result, the following statement was developed by the MHS staff:

Medfield High School envisions a graduate who is an active and reflective member of their community. Students will graduate with the ability to think critically and communicate effectively using technology, skillfully and ethically. They will pair these academic skills with empathy and resilience to be prepared for adulthood. Students will be able to balance responsibilities with their physical and social-emotional wellbeing. Students will also show a willingness to take risks, and understand mistakes are part of the journey of a lifelong learner.

We believe this statement represents the many qualities we want our students to possess when they graduate from MHS.

Last spring, MHS students traveled to Spain and France. These trips are run through our World Languages and Cultures department and are designed to immerse students in the target language. The students also benefited from a homestay experience which exposed them to the culture and way of life in these countries.

This past year, MHS continued to focus on Social/Emotional learning (SEL). Many school-wide SEL initiatives were aimed at providing our students the opportunity to maintain balance in their school and extracurricular schedules. The district-wide SEL Task Force continued to examine and assess SEL needs, and the 38-member group made great strides to improve the learning experience for students, staff and families in Medfield.

The following highlights other departmental accomplishments:

The Guidance Department continues to provide post-secondary options and accessibility to all students. We have increased our college visits and had close to 120 college representative's visit MHS this fall. We offered three parent evening programs around college admissions and financial aid.

The guidance curriculum continues to support students in the areas of academic, career/vocation, and social/emotional needs. Two highlights from our curriculum include the SOS program and the addition of our career speakers.

- The Guidance Department continues the implementation of the *Signs of Suicide* (SOS) program. The 9th grade students all received the SOS High School Program, which helps students recognize the signs and symptoms of depression and/or suicide. During class, students were introduced to the SOS *Signs of Suicide* program, watched a DVD about the signs of suicide, completed the *Brief Screen for Adolescent Depression* screening, scored their individual depression screening, and were provided with guidelines for getting further help, if necessary. In addition, the 12th grade students participated in the SOS: *Life Beyond High School* program. This program focusses on the signs and symptoms of depression and/or suicide and treatment options as well.
- The guidance counselors have focused attention on the transition from 8th grade to 9th grade. Each 8th grade student had an individual meeting with their HS guidance counselor in June, prior to high school.

The English Department introduced three elective courses this past year. These include Introduction to Creative Writing, Speech, and Drama Workshop. Juniors at MHS continued to incorporate Project Based Learning (PBL) activities provided students the opportunity to engage in a more hands-on learning

environment. Some of these topics included mindfulness lessons to decrease stress, screen time awareness strategies and visiting the elementary schools to remind the students of the benefits of play time outside of the school day.

Our Music Department had much to celebrate. The MHS Jazz Choir was selected to participate in the New England Voice Festival and 8 students were selected for the Eastern District Junior Festival. The MHS Choir, Orchestra, and Band received Silver medals at the 2019 MICCA Festival and our Chamber Orchestra earned a Silver medal at the MICCA Small Ensemble Festival. Seven high school musicians were selected to participate in the Eastern District High School Festival and 3 choral students were accepted to the MMEA All-State Festival.

MHS art students once again proudly displayed their talents in shows and galleries across New England including the Patriot Place Gallery, Tufts University, the Medfield Public Library, and Zullo Gallery, among others. The MHS Visual Arts curriculum was significantly enhanced as a result of the purchase of new software and hardware for the digital art lab. Art students took several content specific field trips to the MFA Boston, Gardner Museum, and the RISD Nature Lab.

In Science, curriculum maps were rewritten for both the chemistry and physics curricula. The Science Department sponsors two popular clubs, the Robotics Club and Science Olympiad team. Both of these student groups compete against other schools in the area.

Our World Languages and Cultures department continued to emphasize proficiency-based teaching and learning. Teachers are continuing to work on revamping curriculum to provide as much comprehensible input as possible to ensure the student experience is authentic. This past year, our World Languages and Cultures department piloted the AAPPL/ALIRA testing for proficiency. As a result, 13 students have qualified for the state's new Seal of Biliteracy certificate. Finally, qualified students were inducted into the Spanish, French, Mandarin, or Latin Honor Societies.

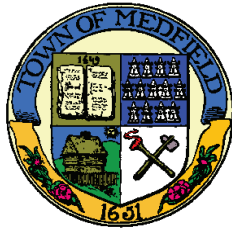
The Medfield High School Math Department continued to realign its courses with the *Massachusetts Mathematics Frameworks*. This past year, we entered the last phase of the realignment in the fall of 2019. Also, this past spring our 10th grade students took the *Next Generation* MCAS test for the first time. This was a computer-based test and students took the entire assessment on a Chromebook. We are proud to announce that 100% of our students passed the Math MCAS in spring of 2019.

On behalf of the entire faculty at Medfield High School, I want to sincerely thank the Medfield School Committee and the Medfield community at-large for its continued support.

Respectfully submitted,

Robert Parga, Principal

Commencement
Exercises of
**MEDFIELD
HIGH SCHOOL**



**The Amos Clark
Kingsbury High School
Class of 2019**

Sunday, June 2, 2019

1:00 PM

Medfield High School



CLASS OF 2019 OFFICERS

Madelyn Coogan, *President*

Maeve Devlin, *Vice President*

Virginia Royston, *Secretary*

Rory McNaughton, *Treasurer*

Peter Barrette, *Representative to the School Committee*

Mary Adams
Stephanie Lord
Class Advisors

ADMINISTRATION

Dr. Jeffrey J. Marsden, *Superintendent*

Robert Parga, *Principal*

Heather M. Mandosa, *Assistant Principal*

Jeffrey D. Sperling, *Assistant Principal*

SCHOOL COMMITTEE

Anna Mae O'Shea Brooke, *Chairperson*

Leo Brehm

Meghan Glenn

Timothy Knight

Jessica Reilly



GRADUATION PROGRAM

PROCESSIONAL.....	Medfield High School Orchestra & Band
NATIONAL ANTHEM.....	Michael Koellner
WELCOME.....	Madelyn Coogan <i>President, Class of 2019</i>
OPENING REMARKS.....	Dr. Jeffrey J. Marsden <i>Superintendent of Schools</i>
HONOR ESSAYISTS.....	Anna Compson, Michael Hawley
MESSAGE TO THE CLASS OF 2019.....	Anna Mae O'Shea Brooke <i>Medfield School Committee</i>
SENIOR SPEAKER.....	Caillian Sheehy
MESSAGE FROM THE PRINCIPAL.....	Robert Parga
PRESENTATION OF CLASS GIFT.....	Rory McNaughton <i>Treasurer, Class of 2019</i>

PRESENTATION OF DIPLOMAS*

Anna Mae O'Shea Brooke.....	Medfield School Committee
Dr. Jeffrey J. Marsden.....	Superintendent of Schools
Robert Parga.....	Principal
Heather M. Mandosa.....	Assistant Principal
RECESSIONAL.....	Medfield High School Orchestra & Band

***PLEASE REFRAIN FROM APPLAUSE UNTIL ALL
GRADUATES HAVE RECEIVED THEIR DIPLOMAS**



CLASS OF 2019

BRIAN JAMES ABELY	SEAN AUSTIN GATELY
CAMERON SCOTT ADOLPH	BRENNNA ROSE GIGLIOTTI
+ LILY CATHERINE BANNISTER	THOMAS BAIN GILL
+ PETER HUGH BARRETTE	THEODORE DAVID GIRARD
CAROLYN ELIZABETH BERGLAND	JULIANNA KATHLEEN AIYONG GIURINI
JACQUELINE ANN BETHONEY	MOLLY SAMANTHA GLASHEEN
JAMES NICHOLAS BOCHIECHIO	LILLY ALEXANDRA GORDON
CLARAH BOHNERT	MICHAEL THOMAS GREITZER
EMILY ROSE BOYD	HARRISON EDWARD GUARNAGIA
FRANCIS O'SHEA BROOKE	OLIVIA ANN HAGAN
COLE FOLAN BRUNELLI	ALEXANDRU MICHAEL HAGOOD
MICHAEL GREGORY BUSCONE	MASON NICHOLAS HAJJ
ANITA MARIE BUSHNELL	MICHAEL ROBERT HAUPTMAN, JR.
PERRI ANN CAHILL	+ MICHAEL JOSEPH HAWLEY
ANDREW ALBIN CARLSON	CHRISTIAN JOSEPH HIGGINS
MORGAN ANNA CARO	JAIMEE ALYSON HIRSCHFELD
MOLLY MARGARET CARPENTER	ALEXANDER JASON HISSONG
REEGAN MARIE CASEY	JULIANA MARIA HOERNLE
ANDREW STEVEN CATANESE	+ DYLAN SAMUEL HOGAN
NICOLAS DOYLE CHAN	NOLAN CHRISTOPHER HOGAN
CASEY ELIZABETH CHIN	MADELYN ANN HOLM
ANTHONY RAYMOND CIMMINO	MERRILL HORGAN
+ ANNA GRAY COMPSON	CONNOR RHYS HOWELLS
FRANCESCA ANN COMPTON	CHRISTOPHER LIAM JOHNSON
ANDREW MIGUEL KEOUGH CONDE	ROSS PAUL JOHNSON
ZACHARY DANIEL CONROY	COLLIN ROBERT JUDGE
MADELYN ELIZABETH COOGAN	PAIGE GRETCHEN KINCAID
JANE NOEL DABATE	JAMES PAUL KIRK
JONATHAN EDWARD DAVID	AMY BERNADETTE KNOTT
JOHN SULLIVAN DAVIS	MICHAEL ALEXANDER KOELLNER
DANIEL BENNETT DEALY	+ MEREDITH MARIE KRATOCHWILL
OLIVIA NINA DEVAL	LAUREN ASHLEY KRUPNICK
MAEVE ELIZABETH DEVLIN	SAUL NUNES LACERDA
BENNETT WYNAN DIIANNI	JOSEPH THOMAS LAYDEN IV
LUKE RICHARD DILIBERTO	+ REBECCA YUEN LEE
LUKAS KARL DONNER	MARGARET CHRISTINA LONG
RYAN MICHAEL DOOLEY	CAMERON CHARLES LUNN
KASEY ELIZABETH DOUGLAS	JOHNNY CHEN LUO
JOHNNY JAMES DRISCOLL	CAROLINE MARIE LUTTAZI
RILEY ELIZABETH DROMETER	JOSEPH JOHN LYONS IV
+ MOLLY ELIZABETH DRUMM	SHAWN CAMPBELL MACTAVISH
RYAN CHRISTOPHER ENG	+ CAMERON DONOVAN MAHLER
KATHRYN ELIZABETH ENOS	+ KATELYN ERIN MALVESE
+ MATHIAS ALEXANDER EPSTEIN	ELLIOT JAMES MANTZ
KATHERINE MARIE FARRELL	WILLIAM MICHAEL MARITAN
BRENNNA MARY FITZGERALD	AINSLEY MAE MARSHALL
COLEMAN JOHN FOLEY	ROGÉRIO JUNIOR MARUSKI
MARK MICHAEL FRISCIA	+ ELLA MARIE-CHRISTINE KIMIKO MATTHEWS
JUSTIN ERIK FUGLESTAD	FRANCINE DOWNING MCCARTHY

SYMBOLS OF DISTINCTION

Gold tassel: National Honor Society	Multi-colored tassel: Art Honor Society
Purple/Gold cord: Latin Honor Society	Royal Blue/Red cord: French Honor Society
Red/Gold cord: Spanish Honor Society	Navy Blue/White cord: Student Council
Red cord: Chinese Honor Society	



CLASS OF 2019

LINDA GODFREY MCCARTHY	+ TATUM JOHANNA SAMSON
JOHN ANTHONY MCCAULEY	MOLLY JUNE SARRIS
THOMAS LEO MCGOWAN	HARRISON PAUL SAWAN
MARGARET ROGAN MCHALLAM	MARGARET MARIE SCALES
RORY EILEEN MCNAUGHTON	AMY ELIZABETH SCHUBERT
JOSEPH ANTHONY MCNEELEY	+ BRIAN MATTHEW SCHUBERT
MICHAEL GALVIN MCNEIL	JONAH DOUGLAS SCHULMAN
+ CLAIRE ELIZABETH MCNULTY	MEGAN ELIZABETH SCIER
ISABELLE BRIGGS MELIA	ERIN DARCEY SEIBEL
MARIA ELENI MICHAELIDIS	HETA HITENDRAKUMAR SHAH
LAUREN NICOLE MILETI	+ CAROLINE ELIZABETH SHEA
GRACE OLIVIA MITCHELL	CAILLIAN JEREMIAH SHEEHY
BREANNA MARIE MORGAN	AINSLEY JOAN SHELLEY
EILEEN PERRY MORRILL	ELIZA SUZANNE SHELLEY
MADISON JOAN MULLANEY	+ ALYSSA SHEN
DANIEL PATRICK MULVIHILL	LAKEN ELIZABETH SHIELS
JOSHUA AARON MYERS	ABIGAIL KATHERINE SIMMONS
+ EMMA C NIGHTINGALE	BRICE SUTHERLAND SINNETT
MAXWELL ROBERT NORTON	LAUREN ANNE SLEBODA
CATHERINE JEANETTE O'CONNELL	CODY ALLEN HOLOHAN SMITH
JOHN THOMAS O'CONNELL	MADELEINE JANE SMITH
DANIEL GERARD O'CONNOR	NOAH THOMAS SPENCER
+ MICHAEL ANTHONY O'LEARY	GABRIEL MUIR SPRINGER
STEPHEN DAWSON O'LEARY	GABRIELLA STEWART
ALENA NOEL OCKERBLOOM	RACHEL FAY STEWART
JOSEPH CHARLES PAGLIAZZO	ANTHONY JAROD WHITE TARALLO
+ NATHAN JOSEPH PARRY	RACHEL CHRISTINE TATRO
ANNA SVENJA KATHARINA PASSAS	ANNA TOWNSEND TERRY
MEGAN ROSS PLONSKI	AMANDA ROSE THOMPSON
ALANA MARIE POTTS	PATRICK RUGGERI THOMPSON
KATHRYN ANNE PREDELLA	FRANCIS DANIEL TOOHEY
MIA KATHARINE PREGO	BRENDAN JAMES TORMEY
OWEN BEISLER PREVITE	JOSEPH PATRICK VACHON
JACK VINCENT PUCCI	KAYLA STARR VICTOR
XINYU QI	KEVIN FREDERICK VILES
BRYAN KING QIAN	EVAN TODD VOLKIN
MATTHEW ANTHONY PIZZICONE RADOSTA	JOSHUA ROBERT WADLEY
ROBERT ALLEN RAINE	ALISON GRAY WALSH
YESH RAUT	SAMANTHA COLLEEN WHEELER
LIAM ROBERT REDDING	BRENNAN JAMES WHITE
JAMES FLANAGAN REDDY	+ SUSANNAH REESE WHITE
MADISON ALICE REDDY	LANE PARSONS WHITLA
MONICA ROSE REGAN	STEPHEN ANDREW WILLIAMS
CONNOR OWEN REILLY	JORDAN REBECCA WILSON
KATHRYN ELIZABETH ROBINSON	JENNA ANN WOODARD
VIRGINIA ELIZABETH SIMMS ROYSTON	JAMIE LYNN WOODS

+RECOGNIZED FOR ACADEMIC EXCELLENCE



AWARDS
PRESENTED AT SENIOR RECOGNITION NIGHT
May 30, 2019

Daughters of the American Revolution Citizenship Award.....Owen Previte
National Merit Commended Scholars.....Peter Barrette, Anna Compson,
Molly Drumm, Mathias Epstein, Katherine Farrell, Michael Hawley, Dylan Hogan,
Meredith Kratochwill, William Maritan, Ella Matthews, Tatum Samson

Academic Excellence Awards.....Lily Bannister, Peter Barrette,
Anna Compson, Molly Drumm, Mathias Epstein, Michael Hawley,
Dylan Hogan, Meredith Kratochwill, Rebecca Lee, Cameron Mahler,
Katelyn Malvese, Ella Matthews, Claire McNulty,
Emma Nightingale, Michael O'Leary, Nathan Parry,
Tatum Samson, Brian Schubert, Caroline Shea,
Alyssa Shen, Susannah White

SCHOLARSHIP RECIPIENTS

Medfield High School Scholar/Athlete Awards.....Lily Bannister, Peter Barrette
Thomas Reis Sportsmanship Awards.....Brendan Tormey, Jordan Wilson
Medfield Sportsmen Club's Harry S. Sonnenberg Scholarships.....Elliot Mantz,
Lauren Milet

National Honor Society Scholarships.....Carolyn Bergland, Emily Boyd,
Francis Brooke, Jonathan David, Katherine Farrell, Alexandru Hagood,
Michael Hawley, Ross Johnson, Katelyn Malvese, Ainsley Marshall,
Maria Michaelidis, Kathryn Predella, Brian Schubert, Heta Shah,
Caillian Sheehy, Anna Terry, Amanda Thompson,
Evan Volkin, Jamie Woods

Medfield Teachers Association Book Awards.....Brenna Fitzgerald,
Paige Kincaid, Tatum Samson, Megan Scier

Norfolk County Teachers Association Award.....Kathryn Predella

Madelyn L. Grant Scholarships.....Claire McNulty, Caroline Shea
Margaret T. Jenkins Memorial Scholarship.....Lauren Krupnick
Medfield High School PTO Community Service Award.....Morgan Caro
Medfield High School PTO School Spirit Scholarships.....Lily Bannister,
Madelyn Coogan



SCHOLARSHIP RECIPIENTS (Continued)

Medfield High School PTO Excellence Award.....	Michael Hawley
Medfield Youth Basketball Association	
Bob Porack Memorial Scholarships	Casey Chin, Brenna Fitzgerald
Berkshire Hathaway HomeServices Page Realty Scholarship, in Celebration of the Life of Eric Zorn.....	Saul Lacerda
Medfield Lions Club Scholarships.....	Olivia Deval, Collin Judge
Medfield Employers & Merchants	
Organization Scholarships.....	Cameron Adolph, Madelyn, Coogan, Brice Sinnett
American Legion, Beckwith Post No. 110 Auxiliary Scholarship, Stephen Hinkley Memorial Award.....	Laken Shiels
Sons of the Legion Scholarships.....	Francine McCarthy, Linda McCarthy, Kevin Viles
Medfield Youth Baseball/Softball Scholarships.....	Molly Glasheen, Lauren Krupnick, Alana Potts
Daniel C. Palermo Spirit of Drama Awards.....	Juliana Hoernle, Michael O'Leary
David E. Medeiros Theatre Society Memorial Awards.....	Rory McNaughton, Laken Shiels
MHS Theatre Society Awards.....	Francesca Compton, Mason Hajj, Ella Matthews, Kathryn Predella, Francis Toohey, Jenna Woodard
Medfield Soccer, Inc. Scholarships.....	Mia Prego, Owen Previte
Student Council Awards.....	Lily Bannister, Perri Cahill, Brenna Fitzgerald, Madison Reddy
Student Council Unsung Leadership Awards.....	Dylan Hogan, Thomas McGowan
Friends of the Library Amy Fiske Creative Writing Award.....	Anna Compson
Middlesex Savings Bank Scholarship.....	Molly Glasheen
Medfield Music Association Scholarships.....	Alyssa Shen, Evan Volkin
Lowell Mason House Scholarships.....	Madelyn Holm, Meredith Kratochwill, Brendan Tormey
Lowell Mason Music Education Award.....	Andrew Catanese
Jeanne M. McCormick Music Award.....	Joseph Pagliazzo
Music Pillar Award.....	Kathryn Predella



SCHOLARSHIP RECIPIENTS (Continued)

Medfield Police Daniel McCarthy Memorial Scholarship.....	Kevin Viles
Medfield Police Detective Robert E. Naughton Memorial Scholarship.....	Andrew Carlson
Hannah Adams Scholarships.....	Brenna Fitzgerald, Linda McCarthy
Medfield Permanent Firefighters Association Scholarships	Justin Fuglestad, Thomas McGowan, Heta Shah, Francis Toohey
Medfield Firefighters Mutual Relief Association Scholarships	Carolyn Bergland, Clarah Bohnert
Eric Michael Perkins Football Scholarship	Kevin Viles
Medfield Youth Hockey Doug Woodruff Scholarship.....	Joseph Lyons
Peter Panciocco Youth Hockey Scholarships.....	Shawn MacTavish, Lauren Sleboda
Don Brown Youth Hockey Scholarships.....	Justin Fuglestad, Alena Ockerbloom
The Thomas Award:	
Medfield Girls Hockey/Thomas Family Dental Associates	Alena Ockerbloom
Larry Dunn Memorial Scholarship.....	Lauren Mileti
Andrea Trasher Memorial Scholarship for Good Citizenship.....	Maeve Devlin
SEPAC - Andrea Trasher Scholarships.....	Margaret Long, Virginia Royston
SEPAC Awards.....	Katelyn Malvese, Jamie Woods
Medfield High School Reunion Committee Scholarship, In Memory of Elaine Rawding Taylor.....	Erin Seibel
Medfield High School Alumni Association Scholarship.....	Andrew Carlson
New 'N Towne of Medfield Scholarships.....	Ross Johnson, Callian Sheehy
Medfield Youth Lacrosse Scholarships.....	Lily Bannister, Thomas Gill, Michael Hauptman, Michael McNeil, Erin Seibel, Rachel Stewart
Medfield Veterinary Clinic Science Scholarships.....	Madelyn Holm, Megan Plonski
Peter Kenny Medfield TV Award for Excellence in Community Media.....	
Olivia Deval, Heta Shah	
Lord's/William J. Kelly Memorial Scholarship.....	Alanna Potts
HUB International Agency Scholarship.....	Connor Reilly
The Richard "Doc" Nickerson Memorial Scholarship.....	Harrison Guarnagia
The Brian W. Lawler Scholarship.....	Joseph Lyons
Michael McCloud Scholarship.....	Shawn MacTavish
Mitchell Construction Scholarship.....	Heta Shah
Sunshine Principal's Scholarship.....	Gabriella Stewart
Sunshine Assistant Principals' Scholarship.....	Kayla Victor



CLASS DAY AWARDS Presented on May 31, 2019

ART:

Excellence in Visual Arts Awards.....Meredith Kratochwill, Jordan Wilson
RISD Book Award.....Meredith Kratochwill
Scholastic Art Awards.....Francine McCarthy (Silver),
Meredith Kratochwill (Silver, Honorable Mention), Kasey Douglas (Honorable Mention)
MAEA Emerging Artist Awards.....Amy Schubert, Jordan Wilson
NAEA Awards.....Rebecca Lee, Jordan Wilson
Stephen Spielberg Video Award.....Jenna Woodard
Excellence in Ceramics Award.....Jenna Woodard
Ai Weiwei Art Historian Award.....James Kirk

ENGLISH:

Yearbook AwardsErin Seibel, Laken Shiels, Anna Terry
Journalism Awards.....Grace Mitchell, Margaret Scales
Globe Scholastic Writing Awards-Silver Keys.....Grace Mitchell,
Kathryn Predella
Globe Scholastic Writing Awards - Honorable Mentions.....Rebecca Lee,
Katelyn Malvese, Kathryn Predella, Owen Previte, Amy Schubert
English Award.....Katelyn Malvese

GLOBAL CITIZENSHIP AWARDS:.....Joshua Myers, Amanda Thompson

HUMANITAS AWARD:.....Madelyn Coogan

MATHEMATICS:

MAA American Mathematics Competition
School Winners.....Michael O’Leary (2nd place), Brian Schubert (3rd place)
Excellence in Math.....Peter Barrette, Cameron Mahler,
Madison Mullaney
New England Math League.....Brian Schubert (1st place),
Michael Hawley (2nd place), Johnny Luo (3rd place)

MUSIC:

John Philip Sousa Band Award.....Evan Volkin
Louis Armstrong Award.....Joseph Pagliazzo
National Choral Award.....Kathryn Predella
National Orchestra Awards.....Anna Compson, Alyssa Shen



CLASS DAY AWARDS (Continued)

SCIENCE:

Biology.....Dylan Hogan
Engineering II.....Alexandru Hagood
Physics.....Cameron Mahler
Environmental Studies.....Eliza Shelley, Jordan Wilson
Environmental Science.....Monica Regan
Marine Science.....Francis Toohey
Anatomy & Physiology.....Heta Shah
Society of Women Engineers.....Lily Bannister, Molly Drumm, Jenna Woodard

SOCIAL STUDIES:

Social Studies Award.....Katherine Farrell
Gary Stockbridge Global Citizenship Award.....James Kirk
Richard DeSorgher Active Citizen Award.....Caillian Sheehy

WELLNESS:

Outstanding Participation.....Thomas Gill, Maxwell Norton
Culinary Arts Future Professional Awards.....Luke Diliberto, Jonah Schulman

WORLD LANGUAGES & CULTURES:

French.....Lily Bannister, Molly Carpenter
Mandarin.....Jonathan David, Cameron Mahler
Spanish.....Mathias Epstein, Kathryn Predella
Paul Bruemmer Award for Excellence in Multiple Languages.....James Kirk

National Latin Exam:

Latin IV, Cum Laude.....Owen Previte
Latin IV, Magna Cum Laude.....Grace Mitchell
Latin IV, Maxima Cum Laude - Silver Medals.....Claire McNulty,
Caroline Shea, Susannah White

STUDENT GOVERNMENT:.....Lily Bannister, Peter Barrette,
Perri Cahill, Madelyn Coogan, Maeve Devlin, Katherine Farrell, Brenna Fitzgerald,
Juliana Giurini, Joseph Layden, Katelyn Malvese, Rory McNaughton,
Alena Ockerbloom, Owen Previte, Madison Reddy, Virginia Royston,
Margaret Scales, Jonah Schulman, Heta Shah,
Caroline Shea, Rachel Stewart, Susannah White



**MEDFIELD HIGH SCHOOL
2019 HALL OF EXCELLENCE AWARD**

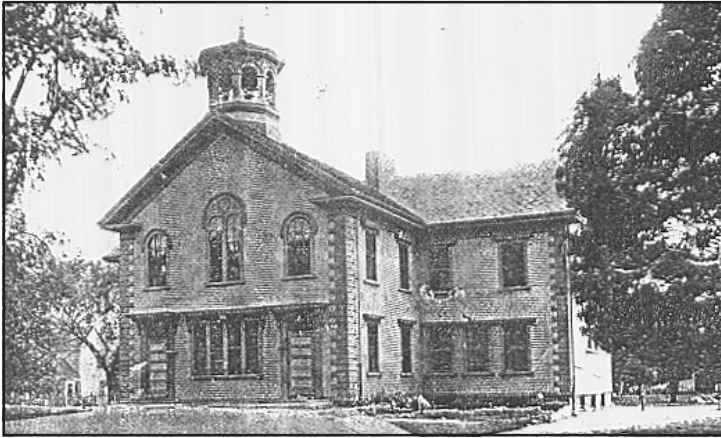


KATE CINCOTTA
Class of 2002

INNOVATOR, INVENTOR, SOCIAL ENTREPRENEUR, GLOBAL CITIZEN

Armed with her engineering training, entrepreneurial mindset and her spirit of social activism, Kate Cincotta has taken on the goal of improving the health and quality of life for those most in need. As executive director and co-founder of the non-profit, Saha Global, Inc., she has spearheaded the effort to provide clean water using local resources and training residents to sustain this enterprise. To date, Saha Global has launched 169 water purification businesses in rural Ghana that provide clean water to over 84,000 people and jobs that are empowering more than 500 women...and it's still growing.

A sought after TED Talks speaker and guest lecturer, Kate shares her journey and experiences inspiring others to consider this path. Kate Cincotta continues to create innovative solutions to community-based problems, making a difference in the lives of many...one person and one village at a time.



MEDFIELD HIGH SCHOOL CIRCA 1887



AMOS CLARK KINGSBURY HIGH SCHOOL
1961 - 2005



MEDFIELD HIGH SCHOOL
2005-Present

REPORT OF BLAKE MIDDLE SCHOOL

To the Superintendent of Schools:

On behalf of Thomas A. Blake Middle School, it is my pleasure to submit this Annual Report for the year ending December 31, 2019. All of our work is grounded in the mission for the Blake community and the overarching essential question we have posed, guiding our endeavors...

Essential Question for Blake: How can we cultivate and curate the progression of student learning and growth?

Blake Mission Statement:

Blake Middle School believes in a living mission statement, based on the concept that our community seeks and respects knowledge, integrity, character, wisdom, and the willingness to adapt to a continually evolving world.

Guiding Questions:

- *Will you account for the goals of the community?*
- *Will you learn to recognize the indicators of a strong, positive character?*
- *Will you know how it feels when you do the right thing?*
- *Will you know how to emulate the admirable traits of your peers?*
- *Will you know how to be the peer your peers choose to emulate?*

The Blake Site Council and staff have worked diligently to establish a thoughtful School Improvement Plan, aligning our goals with the district's 2016-2021 Strategic Plan.

Thomas A. Blake Middle School School Improvement Plan Goals:

- **Goal 1** – To artfully design and implement **curriculum** that amplifies all **student learning** through innovation, technology, and skill-building
- **Goal 2** – To curate teaching practices and **professional growth** to improve clarity, purpose, and service delivery
- **Goal 3** – To further enhance our climate and culture of **reflection and feedback** for optimal learning, engagement, and experiences

The following provides an update and highlights the many accomplishments that took place at Blake during the 2019 calendar year.

CURRICULUM AND INSTRUCTION HIGHLIGHTS

At Blake, our staff worked on developing engaging units of study to provide an enriching learning environment to both challenge and nurture our students. As noted above, the overarching and essential question that has been guiding our work has been, *'How can we cultivate and curate the progression of student learning and growth?'* Curriculum was reviewed to ensure that the scope and sequence of the delivery of content was consistent and aligned, both vertically and horizontally. An ongoing focus area for all teachers at Blake has been the development of common assessments and establishment of common practices at both the department and grade levels.

In conjunction with our increased implementation of mobile devices in our schools, our Administrative Technology Team has been working to strategically plan the most effective ways to continue integrating technology into the classrooms at Blake. The expansion of technology has provided meaningful and purposeful ways to enhance the learning experience and environment for our students, with the hopes of establishing a 'ubiquitous presence' of technology in the day-to-day reality of education. We have established the following as benchmarks or evaluative measures for determining the efficacy of the pilots/initiatives and the devices: organization, access to presentation and learning tools, collaboration in and out of the classroom, communication between student and teacher, and the fluid adaptation with new ways to 'learn and do.' With a commitment to continued growth with feedback, we are assessing progress through classroom observations, professional development, informal and formal feedback from parents and students, and staff input. Our assessment cycle will continue as we build upon the foundation that has been laid with our 1:1 iPad program for all students. We are committed to providing an equitable learning experience for our students and appreciate the shared commitment and investment in the education of our students. As we look forward to the 2020-2021 school year, the district is examining the impact and feasibility of purchasing Chromebooks for incoming sixth graders.

Our Google Apps for Education (GAFE) platform/domain has enhanced our students' ability to access, collaborate, and share what they have been learning in school. This thoughtful integration of technology has provided opportunities for interactive and individualized learning projects and experiences, such as the employment of Little Bits to teach waves and model digital signals in sixth grade, 'light up poetry' in English, Purpose video project in 7th grade, solar oven design thinking project, comparative anatomy dissection, utilizing the Makerspace for the Creature Feature project, live essay writing with the use of Google Drive, connecting via social media with authors, Renaissance Round Table project, and interactive classroom discussions.

While these technological advances have offered many potential benefits to our curriculum and education here at Blake, at the heart of our work we have remained mindful that they do not 'replace' or serve as a substitute for excellent teaching. Our goal and efforts have been centered on the belief that they serve as a vehicle to enhance the practices that have been in place. A key component of our work with all of our students has been working to embed our Digital Citizenry curricula into all disciplines - the modeling of the responsible use and implementation of technology, always keeping in mind the ethical and safety issues that are inherent in these endeavors. Students have also followed the same curriculum frameworks and common core Blake curricula.

We have continued to work closely with staff at both the high school and elementary schools to align and coordinate both programming and curricula. We have worked to improve our systems of communication, coordinating efforts amongst administration, staff, and students. This work has taken place at the staff, department, and grade levels. One of our more significant curriculum endeavors has been the progress made towards a more effective formalized system of feedback on student learning and growth, specifically Standards Based Reporting. Building off of the pilots in 6th grade Science four years ago, teachers across all disciplines and grade levels have been piloting in a measured fashion this system of breaking down and providing feedback on Learning Skills and Content Standards. These pilots have expanded to content areas across all three grade levels. In the 2019-2020 school year we expanded these pilots in a thoughtful and meaningful manner across grade levels and disciplines. A significant focus of this work, moving forward, will be to streamline the process and focusing on teacher calibration. The world language department's focus on the proficiency-based curriculum for all students has dovetailed nicely with the standards based approach to instruction and feedback. A review of Standards Based Reporting was begun during the fall of 2019 by the Director of Instruction and Innovation, and we look forward to the results and continuing our important efforts to keep all of our systems focused on learning.

Our Explorations rotation in sixth grade allows for an exploratory and inquiry approach for all students, incorporating a cross-discipline unit and tiered reading skills. As part of this model, we are looking to better articulate and establish our RTI (Response to Intervention) structures for 6th grade and beyond. This work is done in conjunction with our Student Support Team to better meet the needs of all learners.

Our teachers work to establish common assessments, protocols, and procedures and articulate them both horizontally and vertically. We have looked closely as an 8th grade team, along with the 6th and 7th grade teams, with our department chairs and the 9th grade team to examine practices to bridge programming and identify areas of inconsistency to facilitate a smooth transition from the middle school to the high school. Our mathematics and English departments have made significant progress aligning the curriculum with the Common Core standards. The grades 6-12 English Language Arts vertical team on writing has continued a curriculum review and realignment process based on the revised DESE ELA Frameworks. Our science department has worked closely to align and realign the curricula with the new science and engineering standards - they are in year three of implementation. The science department has also made a concerted focus on implementing the CER (Claim, Evidence, Reasoning) framework for writing, along with their work on updating all curriculum maps. In addition, the science department began using Study Island as a tool for review of concepts, along with formative assessments.

Over the past few years a team of teachers from Blake worked to reexamine our expectations and incentives for the summer reading program to better align with our curricula and philosophy. We shifted from an incentive-based model and broadened the choices and options for all students. Blake Middle School believes that independent reading for pleasure is invaluable to students' lifelong learning and it needs to be encouraged and cultivated. The middle school's summer reading program strives to foster a love of reading through student choice and also encourages students to read a carefully selected book which reflects Blake Middle School's values around literature. Time will be spent at the beginning of each school year discussing the books that were read with projects that reinforce the core values of Blake. Feedback from staff, students, and families has been positive and we look forward to improving this program each year.

At the classroom level, we have adjusted and revised our curricula to better address the varying needs of our students, align curricula, and enhance the learning experience. The focus here is on expanding authentic learning opportunities for all students. Some examples in 6th grade include: Google AR explorations, Chinese New Year food projects, continued SBR exploration across all disciplines, incorporating comprehensible reading into the curricula for world language, and mathematics professional development with Shephali Fox. Some examples in 7th grade include: incorporating comprehensible reading into the curricula for world language; podcasting in Public Speaking classes, erosion workshop in science (thanks to MCPE grant), presentation on Pompeii (thanks to PTO), Chinese New

Year food projects, mathematics professional development with Shephali Fox, new PBL units across disciplines, Grupo Fantasia presentation in world language, book club initiative in SSR, and hands-on and presentation projects. Some examples in 8th grade include: 2016 STE frameworks implementation, incorporating comprehensible reading into the curricula for world language, new unit on opioid addiction in health,, attendance at the summer Civics Institute,, and a Forces/Motion/Energy presentation by the Museum of Science (MCPE funded grant). Students in our ACCESS program have been engaged in life skills development, incorporating community outings and connections with the greater student/staff community at Blake. Building off of the work of other departments in the school, all departments are working towards establishing consistent blogs to highlight initiatives and serve as a platform of communication. These blogs have given a voice to each department member and helped to publish the good work that is taking place. This is an area in need of reflection and improvement, as we look to build more connections with the community outside of our buildings.

As we look to expand our students' familiarity with and understanding of computer science, the entire Blake community once again participated in The Hour of Code during Computer Science Education Week in December. This year Diane Horvath established a workshop structure for students to find entry points into this field, and it was a great success. The skill and practice of coding is increasingly important for our students as we work to enhance their problem-solving and analytical skills in the fields of science, engineering, mathematics, and technology. Our Makerspace offers new learning in electronics, 3D printing, paper crafts, virtual/augmented reality, and coding for all students. Students have the opportunity to create, construct, and bring ideas to life as we integrate it into the curriculum and offer experiences through 6th grade coding, Makerspace Plus, 8th grade Innovation Lab, and other units/lessons across the curricula. Along similar lines we are looking to maintain a strong emphasis on STEM and STEAM, bringing Medfield High School alumni in STEM fields to talk with our 8th grade students. Through the leadership of some of our Medfield High School students and Orla Berry, our annual science fair has become a tradition and a means for students to pursue their interests in the field of STEM.

We are continually examining the physical environs at Blake to stay current and match the needs of our students, keeping in mind the idea that 'geography affects culture'. As such, the 'geography' of the Blake Library Media Center has continued its transformation to reflect and meet the evolving needs of students and

teachers, enhancing our school's culture of learning. The bookshelves have been rearranged, leaving us with a more open and flowing room, and the open spaces have been filled with newly purchased chairs, tables and desks that are easily arranged for various educational purposes. Significant thanks go to MCPE and Blake PTO for their strong support of this initiative over the past few years. This is an ongoing process for our school. In a similar vein, our art department has continued their efforts to focus on collaborative learning opportunities, designing murals for the school in public spaces.

As a school we are looking closely at project-based learning experiences as well as the implementation of digital portfolios to demonstrate and highlight student work and progress. These digital portfolios will highlight student assignments, essays, projects, and reflections for each grade. This will be a significant area of focus for 2020 and beyond. In conjunction with our work with digital portfolios, we hope to explore a model of student-led conferences.

We held our 22nd annual Career Day in the spring for our 8th grade students. The day kicked off with keynote speaker Jim James, sharing his story and path. Jim shared the importance of forming meaningful relationships and connecting with others, no matter what career is chosen. A special thank you to all of our volunteer speakers who provided a window into their careers and vocational paths:

Joe Kardouni, Andrea Balsamo, Amanda Carnes, Christian Carpenter, Jonathan Epstein, David Fletcher, Stacey Gonzalez, Carl Gustafson, Bassim Ibrahim, Julianne Inozemcev, Keith Lusby, Michelle Manganello, Kate Mead, Laurie Mills, Michele Parzianello, Kelly Reilly, Suzie Sonnenberg, and Alec Stevens. Taking this idea forward for other disciplines and grade levels, we need to make sure that we are continually looking and providing the structures for authentic learning, growing, and true 'experiencing' to happen. They do not need to be 4-day trips, presentations, or large 'bells and whistles' experiences; they can happen in our classrooms each day. Our 6th grade students were treated to Shakespeare Now's performance of *A Midsummer Night's Dream* as part of the Explorations/English curriculum. Other highlights included Grupo Fantasia and La Piñata, two performances hosted by our World Language and Cultures department.

Adjustments have been made to offer appropriate challenges for all learners and improve student achievement. As a school we have been looking to improve our Student Support Team structure, engage with the SEL Task Force, and expand our work with Standards Based Reporting. Our Special Education department has been looking closely at models of support, including learning center, servicing,

different models of support, schedule options, and transitions from Blake to Medfield High School. Efforts across the grade levels include: 1:1 conferencing in classes, skill reflections and goal setting, enhanced support in Explorations, 20% time incorporated across various disciplines, expansion of clubs and after-school activities for all students, and continued work with digital portfolios.

Our staff scheduled a number of both on-site and off-site experiences to provide our students with opportunities to learn outside of the traditional classroom environment. These experiences are rooted in our Blake curriculum and provide avenues for learning and team building that enhances our lessons. Our sixth grade students visited the Peabody Essex Museum and hosted author Mike Lupica (along with the 7th grade) for a visit. Our 7th grade students spent a week at the Nature's Classroom facility in Silver Bay, New York and took their annual trip to the North Shore Theater in the Round to watch the Charles Dickens classic, *A Christmas Carol*. The 7th grade also had a visit from an expert on Egyptian mummification and skyped with an investment analyst. Our 8th grade students ventured down the Charles River as a culmination of their study of water samples, experienced the return of the Bike Tour of Medfield, and were treated to a performance of *To Kill A Mockingbird* by a professional acting troupe. Our 8th grade students ended their year with an engaging trip to New York City and Washington, D.C.

Our Guidance department has worked closely to support students and families. Blake Middle School Guidance Counselors presented the SOS Signs of Suicide Prevention Program to all 7th grade students. This is the only school-based suicide prevention program selected by The Substance Abuse and Mental Health Services Administration for its National Registry of Evidence-Based Programs and Practices that addresses suicide risk and depression, while reducing suicide attempts. The goals of the program are to help our students understand that depression is a treatable illness, and help them assess whether or not they may have symptoms consistent with depression; to explain that suicide is a preventable tragedy that can occur as a result of untreated depression; to provide students training in how to identify serious depression and potential suicidality in a friend; and to impress upon our students that they can help themselves or a friend by taking a simple step of talking to a responsible adult about their concerns. The data we have collected from the MetroWest Adolescent Health Survey has served and will continue to serve as a means of assessing the impact of and need for this work.

Our School Adjustment Counselor, Russ Becker, has provided additional lessons to the Group Guidance Classes to incorporate Social Emotional Learning competencies: 6th grade (introduction to anxiety; situational anxiety discussions;

tools to alleviate anxiety); 7th grade (mindfulness and meditation); 8th grade (supporting friends and peers who may be struggling with their mental health). Our guidance counselors have worked to revise their curricula in an effort to better establish a cohesive scope and sequence: 6th grade (focus on making successful transitions, social skills, and empathy/sympathy); 7th grade (focus on resilience, self-advocacy, and autonomy); 8th grade (focus on self-exploration, respect, and reflection). In addition, the Embracing Diversity class has a focus on multicultural awareness, social justice/civil rights, and human nature while the new Stress Management class focuses on the distinction between stress and anxiety, mindful practices, and reflection.

Building off of our Project Happiness work in Advisory during the 2018-2019 school year, we embraced the theme of Courage throughout the school year. Based on feedback from students and staff, we adapted our Advisory structure and look forward to the structure to begin in January of 2020. Special thanks are given to our advisory team for leading our school in this work. Our Advisory model provides a dedicated setting for relationship and connection building between and amongst students and staff.

We have continued our efforts to recognize students at the cluster level, for both academic and effort-based achievements. Two aspects we have continued have been the ‘principal’s notes of recognition’ on interim reports and report cards and postcards from teachers for students on a more regular basis. A goal we are always working towards is to examine our programming in an effort to assure that we are honoring and celebrating the emerging adolescent. Some of these efforts in this regard include our drama productions, student/staff volleyball tournament, student/staff basketball game, Greek Week, intramural programming, and our Advisory program. For 2020 we are looking to closely examine the work we did in 2019 to revise and review our Advisory program and structure to better support our students.

STATEWIDE ASSESSMENTS

Our students have continued to perform well on the state standardized tests. The following table includes scores for Blake compared to the state for Next-Generation MCAS and MCAS. These are the percentages of students in the Meeting/Exceeding Expectations for Next-Generation MCAS.

Grade	Blake ELA Next- Gen MCAS	MA ELA Next- Gen MCAS	Blake Math Next- Gen MCAS	MA Math Next- Gen MCAS	Blake Sci/T Next- Gen MCAS	MA Sci/T Next- Gen MCAS
6	80%	53%	77%	52%	N/A	
7	80%	48%	81%	48%		
8	68%	52%	66%	46%	73%	46%

As part of our continued effort to increase student understanding for all students, we continued our math intervention program this year after successful experiences in previous years for our 7th and 8th grade students who needed more support to attain mastery of the standards. Our repurposed Explorations program in sixth grade is another established structure to provide intervention and target areas of need and extension for our students. As we look at the 2020 calendar year we will continue our efforts to assure that we are aligned with the frameworks to best meet the needs of our students.

STUDENT ENGAGEMENT, CONNECTIONS, AND RECOGNITION

Schools are supposed to be a place where all students can learn. They need to be a place where students can explore who they are and find their strengths and work on their weaknesses. All groups should be accepted so that they can flourish and become contributing members of society. - Peter DeWitt

The primary goal at Blake is to establish an emotionally and physically safe and healthy learning environment for all of our students. Our core values at Blake help guide our work, and we must continue to remind and assure our students that Blake is a safe school for all students and adults and our efforts and expectations remain steadfast to both welcome and embrace all learners. We strive for a culture of acceptance and inclusivity, regardless of one's race, ethnicity, religious beliefs, sexual orientation, gender identity or gender expression. As such, it is important that we continue to live by these three principles...

- Every individual at Blake (students, staff, parents, and the greater community) matters, is cared for, and is an important piece of the Blake fabric.
- We are a community of learners who must 'practice what we preach'.
- We must always be present and continue to be here for one another.

In the 2019 calendar year we have continued efforts to support our LGBTQ youth and families. Blake's GSA (Gay Straight Alliance/Gender and Sexuality

Alliance), advised by Russ Becker, Elise Malone, and Amy Cuomo, meets weekly and all students are welcome and encouraged to attend. One goal we have for the spring of 2020 is to bring Colby Swettberg back to Blake to build upon this work for our current students. Building off of the work our staff did with Jamele Adams, Dean of Students at Brandeis University, over a couple of professional development afternoons in 2018, we continued with a concerted focus on race, inclusion, and equity. A study group on race was formed, meeting monthly to discuss and read journals, books, and literature. This helped lay some of the groundwork for our Curriculum Review corrective action that took place.

School connectedness, or how connected a child feels to his or her school community, is a topic that is important to us at Blake. In response to information collected via our annual Site Council survey a few years back, we surveyed students in order to determine whether each child had an adult in our school that s/he felt comfortable seeking out if s/he has a big or small problem and what it was about the person that made them approachable. This information helps us to identify students who may be in need of more connections at school and gives us a sense of how connected our student body is feeling in general. It also gives us important information about the qualities that are important to middle school students. Overwhelmingly, students listed their guidance counselors as people they know and trust with a problem. We then met as clusters with guidance counselors, and with related arts teachers, to ensure that those students who did not identify an adult at Blake do have an adult who is making a subtle but concerted effort to reach out and forge a connection with students at school.

We continue to be proud of the hard work and dedication to learning and community that our students demonstrate throughout the year. Carl Kirchhoff won Blake's Geography Bee competition and competed at the state level. Molly Donovan, one of our eighth grade students, was selected as Medfield's ambassador for Project 351, a statewide community service project that brings an eighth grader from all 351 cities and towns in the commonwealth together on one single day to perform a service project. This project celebrates and encourages students' civic leadership and commitment to others. Our 8th grade students competed in the Mathematical Association of America Competition, and we are proud of the Blake students who elected to participate in the exam.

Nancy McLaughlin facilitated the Blake Math League, promoting the enjoyment and study of mathematics by organizing contests through the New England Math League. Blake is Social, our literary and arts group is dedicated to digitally publishing the creative work of our community of learners. Students are

encouraged to submit art, photography, poetry, fiction or nonfiction writing, sports photos and/or articles, projects across content areas, musical compositions, and performance videos. In the arts, a selected group of student artists had their work displayed in a professional gallery setting, as part of the 20th Annual Student-Faculty Art Exhibit at the Zullo Gallery. This exhibit is an event designed to give special attention to the artistic accomplishments of our students from all grades, within the context of our K-12 Visual Arts curriculum. Our students continued their success in music, earning recognition in Band, Chorus, and Orchestra. Our 7th and 8th Grade Band, Chorus, and Orchestra students participated in the Great East Music Festival. The Blake Jazz Choir and Jazz Band participated in Medfield's annual Jazz Night, and the 7th and 8th Grade Orchestra students participated in the MICCA Concert Festival.

At the building level we have maintained our traditional recognition of students, honoring them throughout the year with Blake postcards of recognition and appreciation, cluster recognition, and at the end of the year for our core value 4 R (respect, responsibility, resourcefulness, and reflection) awards. We are also working closely as a staff and with the community to broaden our students' and families' perspectives on recognition.

PROFESSIONAL DEVELOPMENT

During the 2019 year, the Blake Middle School staff engaged in various forms of professional development to develop, review, and assess various units of study. The construct of the middle school schedule fosters a professional learning environment for our teachers, as they meet on a weekly basis with their content partners to align the curriculum and address student needs. Regular department meetings and professional days provided our staff additional opportunities to share ideas, review student data, and develop curricula to best meet the needs of our students. Throughout the year we have focused on Experimentation/Innovation, Professional Growth - Supervision/Evaluation, and Progress Reporting and Feedback. Staff members have been encouraged to pilot various methods and alternatives for homework and progress reporting as we look towards a standards-based system of feedback and assessment. Our building-based leadership team comprised of administration and department chairs have continued to calibrate practices and bring consistency to our communication and systems of feedback.

As part of the TEC-Highlander partnership, several of our teachers have been part of the FUSE endeavor - a program striving to share, implement, evaluate, and scale blended learning by working with educators and districts in a collaborative

manner. Juli Dalzell served as a fellow for Blake along with a team of teachers who met regularly to examine practices at Blake. The goal is to embrace technology and blended learning - assessing readiness, analyzing data, and helping to disseminate best blended learning practices based on our specific needs.

From a school-wide perspective, professional development endeavors have included: school safety trainings, #DLDMedfield, proficiency-based professional development for world language, SEI endorsement classes, attendance at the MAST science conference, Learning and the Brain conference by a cross-section of administration, PBL in-house professional development for mathematics, attendance and presentations at MassCue by both students and staff, Design Thinking workshops with EdTech Teacher, PBL workshops with EdTeach Teacher, attendance at the MAHPERD conference, including a presentation on Skills-Based Health Education by Blake staff, and staff participation in the Leadership Licensure Program. Attendance at these state-wide and national conferences provides a structure for fostering local growth and brings learning to the forefront for our educators - treating educators as scholars, valuing learning, igniting passions, and maintaining a culture of innovation.

Summer R&D projects and in-house professional development helped lay the groundwork for Standards Based Reporting and our work with digital portfolios. As a district we held our annual #DLDMedfield conference (Digital Learning Day), expanding our network by hosting educators from outside of the district. In an effort to bring the five schools together (staff and administration) at periodic times throughout the year to discuss topics, initiatives, collaborate, and share ideas we started monthly #MedfieldPS #MedfieldChat Twitter chats. These chats foster connections within the district and beyond and serve as a mechanism to strengthen dialogue and collaboration amongst our educators.

We have increased the presence of the co-teaching model in all three grades for both mathematics and English Language Arts, and a goal for 2020 is to rekindle the subgroup of teachers and administrators meeting to examine the efficacy of the program. Co-teaching is also taking place in the World Language and Cultures department, and we look forward to building off of this model in the coming years. A team of teachers and administrators attended and presented at the EdTech Teacher Summit in Boston as well as Leading Future Learning at MassCue, and a team of teachers took the Sheltered English Immersion course to attain their endorsement through the Department of Elementary and Secondary Education.

We continue to stay current in regards to addressing the social/emotional needs of our students, providing the necessary training for all staff on bullying and harassment. Professional development initiatives at Blake during the 2018 year have included: Blake think tank; community, creativity, perseverance, acceptance, collaboration, empathy, and diversity as thematic approaches to learning; study skills workshops; educator evaluation; grading practices and distribution; student recognition; department protocols; project-based learning; learning differences; safety/lockdown procedures; and discussions on diversity and acceptance.

COMMUNITY SERVICE, OUTREACH, AND INVOLVEMENT

Blake's Community Service Club continued to make significant contributions to Medfield, under the leadership of Kathleen Caprio. Our 8th grade students delivered dinners to Tilden Village and ended the calendar year by volunteering time to help set up the city of Boston's 'Christmas in the City' event before the holidays. As part of this initiative, our 8th graders sponsored a student-staff basketball game, raising the funds to buy gifts for families in need. Throughout the year different grades ran 'food drives' for the Medfield Food Pantry and our student council helped to support various drives.

Blake completed its fifth year of a Peer Leader Program, sponsored by the Anti-Defamation League's 'A World of Difference' Institute. Seventh and eighth grade students in the peer leadership group completed three days of training, in addition to weekly meetings with advisors Kara Gelormini and Meghan Thress. Through this work students have wrestled with issues including challenging their own assumptions about peers, stopping cyber bullying, and examining the impact of exclusion and aggressive comments on students, both socially and academically. The peer leaders are developing their leadership potential, and their communication and presentation skills, so that they, too, can lead activities and discussion on these topics. Our students then facilitated workshops for both students and staff. A goal we have for 2020 is to increase the ADL Peer Leader voice and presence in our school.

As a school we are looking closely at project-based learning experiences as well as the implementation of digital portfolios to demonstrate and highlight student work and progress. These digital portfolios will highlight student assignments, essays, projects, and reflections for each grade. This will be a significant area of focus for 2019 and beyond. In conjunction with our work with digital portfolios, we hope to explore a model of student-led conferences. We held several mobile learning nights for parents and guardians to hear and see highlights from the

initiative, answer questions, and learn about the progress that has taken place. Our guidance counselors held a parent coffee in the fall, and Susan Bycoff and Nat Vaughn held their annual mathematics workshops for parents. Diane Horvath ran technology workshops for parents, and Twitter workshops were also held to share the knowledge that has been gained by our staff. Our Site Council collectively read *Everyday Antiracism: Getting Real About Race in School* edited by Mica Pollock and *What School Could Be* by Ted Dintersmith. We held discussion groups with members of the Blake community, and will be continuing this model in the coming years. In a similar vein we continued our focus group sessions with parents, staff, and administration to discuss the Standards Based Reporting and meaningful systems of feedback. This is an area we will continue to discuss with parents and community members as to how we can enhance and improve our practice. These efforts are structured with intent to bridge the work that is taking place within the school walls with the work that is taking place with families at home, forming a partnership for improved learning.

At the end of May we held our seventh annual Blake Marathon to benefit the Wounded Warrior Project. In recognition of the events that transpired on September 11, 2001, we held a one day collection for the Medfield Food Cupboard. Building off of our Vietnam Veterans Memorial assembly in 2012, we took time the week before Veterans Day learning about, recognizing, and thanking veterans in student advisories. Students were reminded how we came to celebrate Veterans Day in the United States and a particular focus was paid to the veterans of Vietnam, building off of the recognition activities that have taken place in the past. These activities emphasized the importance of taking the time as a community to make connections – as a school, in smaller groups, as individuals, with students, and with the community outside of the walls of Blake. Our Student Council ran a successful student dodgeball tournament to benefit the charity Advocates and we are hoping to find more avenues for student leadership in our school. As a school community and under the guidance of Marissa Gumas and the Red cluster, we participated in 26 Days of Kindness in which students and families were encouraged to perform simple, but meaningful, acts each day. Our Blake Yarnivores were involved in our community as they created, knit, crocheted, and sewed street art for the Dracula Theatre Production, as well as helping with the September Suicide Prevention effort with the community of Medfield. Building off of the successful events over the last five years, we were thrilled that some of our students participated in a Special Olympics event at Holliston High School. The event focused on hockey skills. Time was spent in advisory discussing the Special Olympics with our students, providing the history of the event and making signs to support our athletes.

We have worked as a school to engage and empower our students and some other examples include: increased use and structure of the Blake Fitness Center, new intramural offerings, our annual Pig Race celebration at the Thanksgiving assembly, the Blake science fair, school musicals and plays, cluster-based book clubs, Project Happiness, Thanksgiving gratitude activities, and the reinstatement of the 8th grade community bike trips.

Through advisory and classes, Diane Horvath helped our students and staff contributes to the #Yarn4Hope installation for the Medfield Coalition for Suicide Prevention. Some of our staff and students were also involved in the Inaugural Empty Bowls held at the Blake cafeteria.

Our annual Coats for Kids drive took place in December and our Student Council and advisories helped support many initiatives brought forth by students. Our 8th grade students continued the annual tradition of the ‘Turkey Bowl’, a four vs four football tournament to collect food for the Medfield Food Cupboard. Over 125 food items were donated. Other community-based initiatives included: collections for the Medway homeless shelter, Angel Run support, costume and pumpkin celebration at Halloween, costume drive during Halloween, and students working on signs and participating in the Walk for Hunger. We have worked closely as a staff to better structure our fundraising activities with the students, channeling the focus and providing more direct opportunities for students to ‘own the experience’. Under the direction and lead of Cynthia McClelland, our students participated in the MLK, Jr. Day of Service as they provided community service at Blake. We also held a one-day successful blood drive for the Day of Service, and our students helped to coordinate this effort.

The social and emotional well-being of our students, staff, and community continues to be at the heart of all of our work. Several staff members and members of the administration are on the district-wide SEL Task Force and the Challenge Success team. We look forward to what lies ahead with these endeavors. In a continued effort to provide down time for students, staff, and families, the Blake staff supported and implemented three ‘No Homework Weekends’ (Martin Luther King, Jr., Memorial Day, and Veterans Day), along with our ‘No Homework Vacations’.

The 2019 calendar year at Blake Middle School was full of accomplishments, and we will continue to strive to provide the optimum learning experiences for all of our students. Looking ahead to 2020, we will build off of our successes and continue to strive to make progress towards our goals of educational technology,

community, perseverance, creativity, acceptance, collaboration, empathy, diversity, happiness, and courage and the establishment and provisioning for equitable learning experiences for both students and staff.

A shared community goal has been to engage students both in and out of the classroom and to provide a ‘balanced’ approach to education. In this vein, we have expanded our systems of support to foster connections and to nurture their growth: enhancing our intramural program, examining the physical space of our classrooms, incorporating recess into our advisory program, examining our mission statement, examining student stress, looking at our reporting procedures, discussing the implications of homework, thoughtfully exploring appropriate ways to recognize student growth, and engaging the community in dialogue about our programs. We have increased the use of formative assessments, examined grading practices and study guides, and worked to foster an inclusive environment for both students and staff. Specific areas of focus for 2019 include: exploring scheduling alternatives to support and provide intervention for students during the school day, embed professional development to support our efforts with Standards Based Reporting, implementation of the new curriculum frameworks in social studies, increased focus and implementation of digital portfolios, and responding to individual student and staff needs.

The town of Medfield is a student-centered educational environment and it is a true honor and pleasure to lead the Blake Middle School. I want to acknowledge the work that our entire staff has done to support the students and community of Medfield – their support and commitment to student achievement is commendable. The Blake Site Council has been a tremendous support and forum for issues to be examined, challenges presented, and a vision to be established. I would also like to recognize and thank our Assistant Principal, Kelly Campbell, the Blake Cluster Leaders, and Department Chairs who have worked tirelessly with the students and staff to enrich the learning environment here at Blake. Finally, the continued support of the Blake Parent Teacher Organization, Medfield Coalition for Public Education, SEPAC, and Medfield Music Association has helped to provide a nurturing and supportive school for our students. It is an honor and a privilege to serve the community of Medfield and I look forward to both the successes and challenges that lie ahead for us over the next 12 months.

Respectfully submitted,

Nathaniel A. Vaughn
Principal

REPORT OF THE DALE STREET SCHOOL

To the Superintendent of Schools:

As Principal of the Dale Street School, it is my pleasure to report on the school year ending December 31, 2019. The following summary highlights some of the accomplishments that took place at Dale Street during the past year.

ENROLLMENT

The Dale Street School serves children in grades four and five. Dale Street's enrollment as of October 1, 2019 totaled 400 students. This total was comprised of 205 fourth graders and 195 fifth graders. There are nine grade 4 classrooms and nine grade 5 classrooms. The average class size in both grade 4 and grade 5 is approximately 22.

As is true of all Medfield Schools, Dale Street offers a variety of regular and special education services designed to support the learning needs of all children. In addition to a full range of special education services, we provide ELL services and support for students requiring intervention in reading and mathematics.

INSTRUCTIONAL HIGHLIGHTS AND ACHIEVEMENTS

Dale Street School strives to administer instruction which includes appropriate levels of challenging activities that provide for each student's needs, interests, and abilities. To achieve this goal, teachers in all content areas participated in a variety of professional development opportunities throughout the year. Dale Street's instructional focus for the past year included:

- **English Language Arts** - Staff continued to utilize a workshop model for reading and writing instruction. In-house professional development continued to be facilitated by Jamee Callahan to review ELA standards, look at student work and monitor student progress. The ELA team continued to meet to plan ways to support all classroom teachers with workshop model implementation.
- **Science**- Both 4th and 5th grade teachers were inspired by the professional development offered by retired Science teacher Charles Haffey. Mr. Haffey assisted Dale teachers with integrating the engineering standards within the next generation science standards. In addition to professional development, Mr. Haffey has attended common planning times to work through lessons and activities that will help facilitate these lessons with our students. Teachers continued to use the hands-on FOSS (Full Option Science System) program to bring science to life.

- **Mathematics-** The Math Challenge was implemented to offer differentiation to students who need or like an additional challenge. Classrooms continued to incorporate math workshops and games into weekly lessons such as Quizlet Live, Kahoot, Gimkit, and Escape Rooms. Also utilized Zoom Scavenger Hunts and Math Comic Strips.
- **Technology Integration-** Dale Street currently has 150 Chromebook in house along with 72 iPads. Students use these devices to assist in their learning and take a deeper dive into curriculum areas.
- **Library Media Center-** Circulation at the Dale Library has continued at a high volume. Multiple grants have allowed for an updated book selection. In addition to updating our book selection, Ms. Kerry Cowell implemented, organized and funded a visit from author and poet, Dusti Bowling. On September 23, 2019, Ms. Bowling presented her literature to our town via a grant from MCPE. Innovative methods of teaching continue through the use of the Makerspace and grants enabled us to acquire additional learning tools: Turing Tumble which teaches coding strategy as well as binary operations and logic gates in a fun and tangible way and EverBlocks System which is a universal, modular building block system.
- **Social and Emotional Learning-** Efforts of the Dale community include:
 - Piloted Sanford Harmony, a social emotional learning program designed for Pre-K-6 grade students focusing on communication and understanding, connection, and community both in and outside the classroom. Dale Street teachers and support staff are equipped with everything they need to successfully integrate Sanford Harmony's social-emotional learning program into the classroom, including training, lessons, activities, videos, stories, games, and songs.
 - Increased individual student check-ins, lunch groups, conflict resolutions and consultations with teachers and parents by our Guidance Counselor and Psychologist.
 - R&D work to ensure that the guidance lessons our elementary schools are providing across K-5 are addressing the 5 CASEL competencies.
 - Offered one book discussion and two parent coffees to promote parental education and address parental concerns
 - Created a Guidance website for announcements and resources.
 - Provided a staff meeting focused on wellness (mindfulness).

COMMUNITY INVOLVEMENT

Dale Street School continued to value community connections with the following programs and initiatives

- Dale Street continued our long-standing commitment to the global community by supporting the Coalition for Courage, a program that supports an orphanage and the education of impoverished children in Norton, Zimbabwe.
- Dale Street's Student Council collected donations for the homeless as well as hosted a toy drive for Boston Children's Hospital.
- Continued our strong connections with MCPE and PTO.
- Offered Principal's Coffees each semester to share school information and gather community feedback.

GOALS FOR SCHOOL YEAR 2019-2020

- Integrating our SEL programming (Harmony & Open Circle).
- Unpacking the new MA Social Studies standards.
- Continue to grow as individuals and as a school by:
 - Looking at ideas and strategies that help us go deeper with curriculum.
 - Keeping a focus on making connections and building relationships (with colleagues and students).
 - Using The Behavior Code by Jessica Minihan and Nancy Rappaport as an all-school book study.
 - Piloting the new elementary report card.

RETIREMENTS

Two veteran teachers, Mrs. Heidi Crable and Mrs. Beverly Gordon, retired at the end of the 2019 school year. We were so lucky to have had the benefit of their incomparable teaching skills and kindness for over 20 years. We wish them nothing but the best.

The Town of Medfield continued to show its' genuine support of education by approving the school budget, allowing us to hire multiple new staff members. We extend the heartiest welcome to Mrs. Christen Gobin (Administrative Assistant), Ms. Amanda Johnson (Grade 5), Ms. Christine King (Grade 5), Ms. Shannon MacDonnell (Grade 4), Ms. Kelsey McKenzie (Grade 5), Mrs. Kathleen Nee (Teaching Assistant), Mrs. Brenda Perachi (Math Specialist), Ms. Maria Price (Music Teacher), Mrs. Jenn Seaver (Special Education Teacher), Ms. Jenica Racine (Special Education Teacher).

In closing, our quest for excellence at the Dale Street School could only be realized through the collaborative efforts of our many contributors. We were fortunate to

receive unwavering support from the following benefactors, the Medfield School Committee, Dr. Jeffrey Marsden, Ms. Mary Bruhl, Mr. Eoin O'Corcora, and Mr. Michael La Francesca. In addition, the Dale street staff and families are consistently willing to collaborate and work as a unified force on behalf of our students. *In conclusion*, the Dale Street students and staff are extremely grateful for the amazing support we continuously receive from both MCPE and the PTO. These two incredible groups meaningfully enhance our efforts to make learning fun by funding the makerspace, author visits, supplies for project based learning and more.

Respectfully submitted,

Stephen S. Grenham
Principal

REPORT OF THE RALPH WHELOCK SCHOOL

To the Superintendent of Schools:

On behalf of the Ralph Wheelock School, it is my pleasure to submit the Annual Report for the year ending December 31, 2019. It is important to note that a new principal was hired in July of 2019 upon the retirement of Donna Olsen. The following summary highlights many accomplishments that took place at the Ralph Wheelock School during the past year.

ENROLLMENT

The Ralph Wheelock School serves children in grades two and three. Wheelock's enrollment as of October 1, 2019 totaled 388 students. The total enrollment included 187 second graders and 201 third graders. There are nine grade 2 classrooms and ten grade 3 classrooms; grade 2 with an average class size of 21 students and grade 3 with an average class size of 20 students. This reflects an increase in one additional classroom in grade 3 from the 2018-2019 school year.

PROFESSIONAL DEVELOPMENT AND CONFERENCES

All Wheelock teachers are highly qualified and possess extensive experience in their chosen fields. Professional development during the 2019 school year focused primarily on School Culture, Literacy, Social Emotional Learning, Cultural Competence, and Technology.

The area of professional development in Literacy has been led by English Language Arts Curriculum Coordinator K-5, Jamee Callahan under the direction of Christine Power, Director of Instruction and Innovation. Professional Development in the area of Math was led by the Math Team under the direction of Christine Power. A focus on deciphering data to drive instruction and provide support to students as needed was a priority.

Technology professional development has been ongoing, provided by newly appointed Marissa Foley, Technology Integrationist. Teachers have worked closely with Marissa during Common Planning Times, before and after school workshops and 1:1 support to acquire new technology skills each classroom has designated Chromebooks for teachers to use to enhance instruction. In addition there are 2 Chromebook carts (one on each floor), containing 25 Chromebooks, have been added as well. The "The Chromebook Lab" was dismantled and repurposed as a FAB LAB which is designated to STEM activities and hands on learning for students. This space was revamped using funds from an MCPE grant.

Reading specialists were able to attend the Literacy for All Conference in October 2019. Our Physical Education staff attended the MAHPERD Conference in the fall

of 2019. Staff also attended the MassCue Conference in the fall of 2019. Other staff attended various conferences.

WELL- BEING AND THE WHOLE CHILD

In the area of Social Emotional Learning, students continue to participate in Open Circle lessons in the classroom. In an effort to increase student engagement, collaboration, and community, students in Grade 3 at Wheelock School have the opportunity to apply for a “Student Job”. Jobs include; Office Helper, Morning Announcer, Flag Raiser, Franklin Helper as well as various other jobs. A 3rd grade Student Council was also instituted this year. Students ran for the position of homeroom representative. Each class was assigned 3 members to represent their homeroom at grade level meetings.

During the Morning Announcements each student recites the Wheelock Peacebuilder Pledge; *“I am a Wheelock Peacebuilder. I pledge to praise people and to be kind to everyone. I will try to notice and speak up when others have hurt feelings. I will build peace, while keeping my distance, at home, at school, and in my community, each day.”*

COLLABORATIVE LEARNING

Assessments including the BAS, Star 360 Math, and other district assessments are used to assess student progress. Data teams meet to discuss students and determine areas of need and support.

Wheelock School offers a variety of programs designed to meet the needs of all learners. In addition to special education services, we offer services to English Language Learners, reading and mathematics support programs and counseling services

World Language is offered to all students at the Wheelock School. Mandarin (Chinese) and Spanish are offered to students twice per week for 40 minutes per session. World Language teachers presented world language programming to Grade 1 students at Memorial School in January to assist them in the selection process for Grade 2.

Another initiative, which complements differentiated instruction and intervention blocks, is Response to Intervention. This process, common to all Medfield elementary schools, supports the Student Support Team and provides early intervention services to those in need. An elementary district committee was formed to ensure smooth transitions and consistent practices among the three schools.

As mentioned above, students at Wheelock School benefit from learning social skills through the Open Circle Program. Teachers continue to participate in Open Circle training and work to implement this program in the regular classroom while supported by the principal, guidance counselor and school psychologist. Initiatives around diversity, empathy and mindfulness are ongoing. The Social Thinking curriculum is also taught, providing students with common expectations and common language.

Integrating technology has been a goal throughout Medfield Public Schools. There is a continued goal of introducing purposeful technology initiatives into the curriculum using age appropriate technology tools. Students at Wheelock currently are able to use district Chromebooks in the classrooms, utilizing many educational apps which support classroom instruction, such as Padlet, Raz Kids, SeeSaw and FlipGrid.

COMMUNITY

The Wheelock PTO provides numerous opportunities for parental involvement throughout the school year. Special events include Rocky Woods, Family Literacy Night, an Ice Cream Social, the Winter Carnival, Wheelock Reads and Book Fair. The PTO's generous funding of the Teacher Wish List, grant requests, field trips and culturally diverse presentations support Wheelock in its goal of creating a warm, nurturing environment in which learning can take place.

Students annually enjoy presentations by the Plimouth Plantation Pilgrim Interpreters, Tanglewood Marionettes, the Discovery Museum and the Boston Museum of Science, among others.

Wheelock School has been honored to receive grants through the Medfield Coalition for Public Education. This fall MCPE funded the Fab Lab initiative, as well as water filling stations.

The annual Winter Carnival in March, a combined event with the Memorial School and now, the Dale Street School, is widely anticipated each year. This major fundraiser is a highly anticipated community event.

Ralph Wheelock School values its community connection with Medfield. Wheelock supports many programs such as Pennies for Patients, Cradles to Crayons, Jump Rope for Heart, the Medfield Home Committee, and the Medfield Food Cupboard. Our annual Wear a Hat, Give a Hat Fundraiser provided over 200 new hats, mittens, and scarves for students in need.

Relationships with many groups, such as the Boy Scouts and Girl Scouts, lead to many projects completed each year. Community service groups also support our

schools. We appreciate our community relationships and the tremendous support of our school.

FACILITIES AND EQUIPMENT

Wheelock was pleased to have our phone system updated during the summer. The parking spaces were relined. A new floor was installed in the Music Room. Some minor painting and beautifying projects also took place.

FUTURE TRENDS

An addition of one new classroom section in Grade 3 and a reduction of one classroom section in Grade 2 leaving ten sections in Grade 3 and nine sections in Grade 2 due to enrollment fluctuations. In 2020-2021 it is projected that there will once again be 9 sections at each grade level.

The area of Literacy remains a priority and we will continue to refine our practices and explore more Department of Education curriculum units that allow the integration of Literacy with Science and Social Studies. During the 2020-2021 school year, we will continue to support our teachers in best practices in the area of ELA.

In the area of Mathematics, teachers have been provided extensive professional development over the past five years and will continue to use Envision Math. In the future, we will be exploring other Math programs that may better meet our needs.

Science remains a priority as we continue the adoption of the Next Generation Science Standards. Teachers will implement additional Foss kits to enhance units of instruction. Master Gardeners support the Victory Garden, which provides an enhanced experience for our students and connects to the Science and Social Studies curricula.

The Arts remain an important part of educating the whole child and the Night of the Arts, a collaborative effort among our music and art teachers has brought wonderful excitement to our program, providing Wheelock students with the opportunity to celebrate their artistic accomplishments.

As we strive to maintain and improve facilities, we will continue to increase technology opportunities for our students and provide teachers with necessary training. We continue to support safety initiatives and training for staff and students.

We will continue our efforts to insure smooth transitions among the three elementary schools as we work together for the children of Medfield.

The Town of Medfield recognizes the importance of the whole child and the social emotional well-being of its students. We will continue to bring an equitable and challenging learning experience to all of our students. I would like to recognize the talented staff for their hard work and dedication. I would like to acknowledge the Medfield School Committee, Superintendent Marsden, the PTO and the Medfield Coalition for Public Education for their support of the Wheelock School.

It is my honor to lead Ralph Wheelock School as its principal. I look forward to an exciting future for Wheelock School.

Respectfully submitted,

Holli H. Caulfield
Principal

REPORT OF THE MEMORIAL SCHOOL

To the Superintendent of Schools:

As Principal of the Memorial School, it is my pleasure to report on the school year ending December 31, 2019. The following summary highlights some of the accomplishments that took place at Memorial during the past year.

ENROLLMENT AND STAFFING

The Memorial School services students in our integrated preschool, kindergarten and first grade programs. Memorial's enrollment as of October 1, 2019 totaled 436 students. This total was comprised of 50 preschoolers enrolled in morning, afternoon and extended day sessions, 195 kindergarteners who attended half day or full day sessions, and 191 first grade students. There are currently 4 preschool classrooms that provide several scheduling options based on student need. This year we were able to offer a 2-day half day p.m. class, a 3-day half day p.m. class, a 4-day half day class (a.m. only) and 4-day extended day option. There are ten kindergarten classrooms comprised of eight full-day sessions and two half-day sessions (one a.m. and one p.m.). Memorial has nine first grade classrooms. The average class size for kindergarten is 22 and the average class size for first grade is 21.

All of our classroom teachers and specialists are highly qualified and have extensive experience in working with young children. We are committed to providing our youngest students with a safe and child-friendly environment in which both academic and social/emotional learning is at the forefront.

As is true of all Medfield Schools, the Memorial School offers a variety of regular and special education services designed to support the learning needs of all children. In addition to a full range of special education services, we provide EL services, general education support for students requiring reading and/or math assistance and guidance support for children with social/emotional needs.

INSTRUCTIONAL HIGHLIGHTS

The Memorial School staff continually strives to expand their knowledge of instructional techniques and current best practices to provide excellence in learning for our students. To achieve this goal, teachers have participated in a variety of training opportunities through district-sponsored workshops that have focused on intervention techniques in the regular education classroom.

Professional development is the key to remaining current and effective in the classroom. Working in both grade level teams/departments, the staff continues to

seek out and incorporate best practices into their teaching, specifically in the areas of English Language Arts, Math, Science and Social Studies. Each grade continues to consult with the Literacy coordinator to explore the most recent learning standards, review student work and monitor student progress. Ongoing conversations centered on best teaching practices with a focus on the understanding of how young children can gain a more thorough knowledge of mathematical concepts have been happening simultaneously. In addition, we have continued our adoption of a new science curriculum that aligns with the Massachusetts Science Standards. District and building work on the Massachusetts Social Studies Standards is also underway with learning being integrated across disciplines.

Integrating technology throughout the curriculum has been an ongoing goal of the Medfield Public Schools. This year we were excited to welcome Mrs. Marissa Foley, our Technology Integration Specialist, to Memorial. Marissa has been working closely with the staff to identify developmentally appropriate tools to support student learning for our youngest population. Based on feedback, Mrs. Foley has offered various professional development opportunities to deepen the staff's understanding of the Google Suite, extensions, Twitter, Aspen, ST Math, Kibos, BeeBots and classroom projectors. Digital Learning Day held in the spring of 2018 offered a plethora of opportunities to deepen teachers' knowledge across the curriculum.

To support the Social Emotional development of our students, the Memorial School continues to work to focus on providing opportunities for learning and practice. Utilizing Open Circle, Social Thinking and the Choose to be Nice program, our classroom teachers, special subject teachers, specialists and other staff members use common language centered around nine key traits. One of these traits is highlighted each month with activities within the classroom and at an assembly coordinated by our specialists. In addition, professional development opportunities for staff and parents were conducted throughout the year.

COMMUNITY INVOLVEMENT

The Memorial Parent Teacher Organization continues to provide opportunities for parental involvement throughout the school year. The Memorial School is most fortunate to have the remarkable involvement of parents and community members in our building at all times. Volunteers frequently assist in our library and classrooms. They have purchased library and classroom books as well as a variety of other materials to enhance instruction and learning. Their volunteers work closely with the Memorial staff members to bring in authors, poets and performers who enhance our curriculum. They have funded many small projects that enhance the curriculum and broaden children's understanding of the world in which they live.

The annual Winter Carnival that is a combined venture of the Memorial, Wheelock and Dale Street PTO's is not only a major fundraiser, but also a highly anticipated community celebration.

The Medfield Coalition for Public Education (MCPE) continues to support the Memorial School funding innovative initiatives that enhance student education. We were extremely fortunate to be awarded grants for new library furniture, Redcat amplification systems and classroom books.

RETIREMENTS

It is with mixed emotions that I report the retirement of one of our long term reading specialists, Suzanne Cooney. Suzanne worked at the Memorial School for 18 years supporting students in Kindergarten and Grade One as a member of the Reading Department. We are extremely grateful for her dedication to the children and families of the Memorial School and wish her the best in her retirement.

In closing, the 2018-2019 year has been an exciting one. The Memorial students are exceptional and I feel extremely fortunate to work with such a phenomenal group of educators and families and in a setting where all decisions are made in the best interest of the children.

Respectfully submitted,

Melissa D. Billsborough
Principal

REPORT OF THE DIRECTOR OF STUDENT SERVICES

To The Superintendent of Schools:

As the Director of Student Services, it is my pleasure to report on the school year ending December 31, 2019.

SPECIAL EDUCATION

The Special Education Department continues to look at programming and supports for all students. The 2019 school year brought with it the addition of a 4th grade co-taught classroom as well as an expansion of co-teaching at the high school to include Biology. Co-teaching has been shown to increase supports to a diverse group of students by providing a content level teacher and a special education teacher within one learning space. These additions join Medfield's offering of co-taught ELA and Math in grades 6-10. The 2019 school year also marked the beginning of the creation of an in district transition program to support students who require educational programming beyond high school. This is a joint endeavor with Millis Public Schools and will begin to welcome students for the 2020 school year.

The overall student special education enrollment (SIMS data Oct. 1, 2019) has increased since last year with a slight decrease in students ages 3-5 and an increase in students ages 6-21.

Students Age	10/1/15	10/1/16	10/1/17	10/1/18	10/1/19
3 - 5	22	22	39	35	27
6-21	264	251	264	263	284
OOD	19	22	24	27	28
Total	305	295	327	325	339

Based on the needs of our students, the Student Services Department continues to work on building and creating programming and providing the necessary professional development our staff need in order to meet the needs of all students. As mentioned last year, in order to respond to our students social/emotional needs, we continue to implement a variety of curriculum district wide. The SEL Task Force also created a small subgroup that is looking directly at the SEL curriculum supports across the district.

PRESCHOOL

The programming within the integrated preschool provides 4 sections that include a 2 half-day program (Tuesday and Thursday afternoon), a 3 half-day program (Monday, Wednesday and Friday afternoon), a 4 half-day program (Tuesday-Friday, 8:45-11:15) and a 4 full-day program (Tuesday-Friday 9:00-2:00). The

Early Childhood ACCESS program is in its second year, servicing students in Pre-K/K and grade 1 with more significant service delivery needs. This program has allowed the staff to more effectively focus on the individual academic and behavioral needs of each student. ECA provides a highly structured environment that allows for the implementation of empirically based behavioral interventions that support students and address their maladaptive behaviors. ECA is taught by a special education teacher and supported directly by a Board Certified Behavior Analyst (BCBA). Preschool staff has continued their professional development in Social Thinking and have created a family training model incorporating Positive Solutions for Families.

SCHOOL HEALTH SERVICES

Five full time nurses and two part time nurses provide health care services to students in preschool through grade 12. The role of the school nurse continues to expand as the student population faces a broad spectrum of complex health issues. The nurses provide: health assessments (including blood pressure, cardiac, pulse oximetry, pulmonary and blood sugar monitoring), injury assessment and first aid, medication administration, field trip preparations, psychosocial support and referrals, as well as assist in maintaining a safe and healthy school environment. Considerable time is spent supporting students, especially in the upper grades, who have sustained concussions, coordinating their return to academics and sports with the athletic trainer, guidance and teaching staff. The school nurses also continue to be key personnel in each building supporting the Wellness Policy.

The diverse role of the school nurse also includes: coordinating the care for children with special health care needs, writing and supporting individualized healthcare plans, participation at 504 and Special Education Team meetings, conducting home visits as needed, maintaining the automated external defibrillators (AEDs) in each building, monitoring state requirements including: physical examination and immunization records, health screenings (hearing and vision, height and weight with body mass index, postural screening and substance use assessment (SBIRT), as well as providing education on pertinent health issues for students, staff, and parents. All teaching staff are trained in **Standard** Precautions and Life Threatening Allergies with administration of Epinephrine via auto-injectors. Several CPR/AED and First Aid classes are offered after school for staff members and flu shots are offered to all staff in the fall.

The nurses have attended training on the administration of Narcan, a drug used to reverse Opioid overdose. This emergency medication is stocked in all the nurses' offices as well as with the athletic trainer. Emergency Response Plans, in conjunction with the Medfield Police and Fire Department, were updated for all schools.

The nurses continue to broaden their knowledge base and skills to maintain clinical licensure and keep updated on new clinical advancements through: graduate courses, attendance at conferences on pertinent topics and in-house professional development. Several of the nurses were also involved in classroom teaching and projects including: Healthy Habits for Teens and Hand Washing Germ Busters, coordination of a walking club during recess, an after school Art Therapy Club and Future Nurses Club as well as coordinating several philanthropic events, including: Pennies for Patients for The Leukemia and Lymphoma Society and The Medfield Home Committee.

It becomes more apparent each school year how important the role of the school nurse is to the entire school population, and how School Health Services are an integral part of student life.

GUIDANCE

The Medfield Public Schools Guidance program works to meet the needs of all students and is based on the Massachusetts Curriculum Frameworks for Guidance. Medfield Public Schools has nine guidance counselors and one adjustment counselor throughout the district's five schools. The Guidance Department Chair works to oversee the guidance programming for all students grades K-12. Students have access to a guidance counselor beginning in Kindergarten through high school.

The Guidance Department has two elementary counselors. One counselor works between the Memorial School (K-1) and Wheelock School (2-3). Dale St. School (4-5) has one full-time Guidance Counselor. At the elementary level, students have the opportunity to participate in group counseling programs, including Mastermind/Impulse Control Lunch Groups, Self-Calming/Anger Management Group, and Friendship Groups. Guidance Counselors are providing grade-level lessons to students on Zone of Regulation, Empathy, and Mindfulness. As a department, we are continuing to expand our elementary Guidance program.

At Blake Middle School, three full-time Guidance Counselors are employed to assist all students in achieving academic success, healthy self-esteem, time management, sensitivity to the needs of others and the ability to cope with change. Each of the three guidance counselors teach group guidance classes for students in grades six through eight, which is specific to the developmental needs of the students. In sixth grade, the guidance counselor helps students to make successful transitions, develop and maintain appropriate social skills, and foster empathy vs. sympathy. The seventh grade students are learning about resiliency, self-advocacy, and autonomy. The eighth grade guidance counselor works with students on self-exploration, respect, and reflection. Through the group guidance classes, individual counseling, and interactions with colleagues and parents, the counselors work to foster the personal growth of each student. Additionally, the School Adjustment Counselor is providing grade-level lessons to students in the group

guidance courses. These lessons include anxiety, resiliency, and helping a friend when they are struggling with a mental health issue. In addition, the Guidance Counselors have created and designed a Stress Management class for students. In Stress Management, students will begin to understand what stress is, how anxiety and stress are different, and learn about various mindfulness practices including guided imagery, meditation, mindful eating, gratitude, and reflection.

The Medfield High School Guidance program focuses on the academic, social, and emotional well-being of each student. Medfield High School has five Guidance Counselors, including the Guidance Department Chair. The counselors develop relationships with their students beginning with the transition from eighth grade through high school graduation. The guidance counselors work collaboratively in their curriculum planning to ensure that all students receive the appropriate curriculum based on their developmental needs. The ninth grade curriculum focuses on transitions and first year success. Our tenth grade students learn about career planning and personality assessments, and how that relates to their future plans. Guidance counselors work with eleventh and twelfth grade students on future planning options, primarily the college admission process. Guidance Counselors work with students and families to ensure that all students have future plans in place after high school graduation.

The guidance counselors are also working to educate students on the signs and symptoms of depression and suicidality, by implementing the evidence-based SOS Signs of Suicide Prevention Program. This program is the only school-based suicide prevention program listed on SAMSHA’s National Registry of Evidence-Based Programs and Practices that addresses suicide risk and depression, while reducing suicide attempts. The Signs of Suicide program is implemented by the Guidance Counselors in 7th grade, 9th grade, and 12th grade.

ENGLISH LEARNER (EL) DEPARTMENT

The overall number of EL students (SIMS data as of Oct. 1, 2019) has decreased. The decrease in the overall EL student enrollment is due to the reclassification of students from EL program to Former English Learner (students are monitored for four years following their formal exit date from program).

English Learner Students (EL): October 1, 2019

Grades	10/1/2015	10/1/2016	10/17/2017	10/18/2018	10/19/2019
K-5	27	22	21	15	13
6-8	5	5	2	4	2
9-12	2	4	9	5	3
Total	34	31	32	24	18

The FEL number has increased since last year. The students currently monitored within the Medfield Public Schools are indicated below:

Former English Learner (FEL): October 1, 2019

Grades	Number of Students
K-5	9
6-8	15
9-12	10
Total	34

The languages spoken by the current EL population are as follows:

Primary Language of EL Students: December 31, 2019

Language	Number of Students
Albanian	2
Arabic	9
Bulgarian	1
Chinese	2
Greek	2
Gujarati	5
Hebrew	1
Japanese	2
Korean	2
Luganda	1
Mandarin	2
Nepali	5
Portuguese	10
Russian	1
Mandarin	2

Two full-time licensed ESL educators provide the direct EL instruction to students at the elementary and secondary level with two full-time inclusion facilitators that provide in-class support. “The goal of English as a second language instruction in Massachusetts public schools is to advance English Learners’ (EL) language development and promote their academic achievement. English language proficiency includes social and academic language in listening, speaking, reading, and writing (WIDA, 2012a). ESL instruction provides systematic, explicit, and sustained language instruction, and prepares students for general education by focusing on the language one needs to succeed in general education classrooms...” (*Massachusetts Guidance and Laws, October 2017*) Programming at the Medfield Public School District complies with the Massachusetts Department of Elementary and Secondary Education ELL Guidance and Laws.

Respectfully submitted,

Mary Bruhl
Director of Student Services

REPORT OF THE ATHLETIC DIRECTOR

To the Superintendent of Schools:

I respectfully submit my annual report as the Athletic Director for the Medfield Public Schools for the year ending December 31, 2019. It is my pleasure to report that for the 24th year in a row over 75 percent of the student body participated in athletics. This statistic reaffirms the integral part athletics play in our school and the education of our children. My goal will be to continue the tradition of sportsmanship, which has been our history here in Medfield. Fair play, competition, goal setting, and teamwork are just a few of the life lessons that athletics can teach. Athletics truly is the other half of education. We offer 25 varsity interscholastic sports to our students. This year we won the majority of all our varsity contests and earned two Tri-Valley League (TVL) Championships. Boys and girls interscholastic teams were offered at three levels during the past year.

The following is the entire athletic coaching staff by season:

WINTER

Basketball (Boys)	Varsity	Herb Grace
	Assistant	Mike Mason
	JV	Evan Moon
	Freshman	Mark Maguire
Basketball (Girls)	Varsity	Mark Nickerson
	Assistant	Ellen Gelinas
	JV	Paul Coutinho
	Freshman	Mary Laughna
Ice Hockey (Boys)	Varsity	Toby Carlow
	Assistant	Junior Carlow
	JV	Eric Lindgren
Ice Hockey (Girls)	Varsity	Sarah Small
	Assistant	Mike Cripps
Indoor Track (Boys)	Head	Shawn Luce
	Assistant	Matt Frazier
Indoor Track (Girls)	Head	Mike Slason
	Assistant	Nick Stevens
Gymnastics	Head	Jennifer Libin

Swim/Dive	Head	Karen O'Connell
	Head	Linnea Borjestedt
	Dive	Maura O'Brien

Alpine Ski (Co-op with Ashland HS, with Ashland being host school)

SPRING

Baseball	Varsity	David Worthley
	Assistant	Mark Nickerson
	JV	Chris Koda
	Freshman	Eric Ludwig
Softball	Varsity	Travis Taliaferro
	Assistant	Joe Clifford
	JV	Kanee Chlebdá
Tennis (Boys)	Head	Evan Moon
	Assistant	Evan Brooks
Tennis (Girls)	Head	Chris Dubose
	JV	Beth Eby
Track and Field (Boys)	Head	Mary Holt-Wilson
	Assistant	Shawn Luce
	Assistant	Patrick Penza
	Assistant	Mike Kraemer
Track and Field (Girls)	Varsity	Mike Slason
	Varsity	Diane Lyon
	Assistant	Shawn Luce
	Assistant	Nick Stevens
Volleyball (Boys)	Varsity	Patrick Conran
	JV	Matt Frazer
Lacrosse (Boys)	Varsity	John Isaf
	Assistant	Daggett Morse
	JV	Will Whittlesey
	Freshman	Tyler Hagan
Lacrosse (Girls)	Head	Mary Laughna
	Assistant	Kelsey McKenzie
	JV	Lucas Mihalich

FALL

Golf	Varsity JV	Frank Oliverio Ken McAuliffe
Cross Country (Boys)	Varsity Assistant	Mike Kraemer Shawn Luce
Cross Country (Girls)	Varsity Assistant	Diane Lyon Cindy Previdi
Field Hockey	Varsity Assistant JV Freshman	Allison Driscoll Lynne Malmquist Sally DeGeorge Julie Tevis-Finn
Football	Varsity Assistant Assistant Assistant Assistant	Erik Ormberg Kevin Gavaghan Brian Gavaghan Eric Ludwig Edward Unger
Soccer (Boys)	Varsity Assistant JV Freshman	Jason Heim Travis Taliaferro Nathan Walkowicz Lucas Mihalich
Soccer (Girls)	Varsity Assistant JV Freshman	Michael LaFrancesca Sarah Isaacson Perry Oasis Mary Laughna
Volleyball (Girls)	Varsity JV Freshman	Cynthia Souza Linnea Borjestedt Anne Rijo

The 2018-2019 winter season started and ended with the same tradition of success. The boys' ice hockey team (11-4-5) qualified for the Division 2 South Tournament. Girls' ice hockey (7-11-2) had a good year with a young team in a tough league. The gymnastics team (7-1) had a successful season. They placed 8th in the South Sectionals. The boys' and girls' indoor track teams finished 3-1-1 and 3-2, respectively. The swim and dive team (5-6) had another positive season with lots of improvement from previous year. The girls' basketball team (13-7) had another

successful season and deep tournament run. The boys' basketball team (4-16) were rebuilding but still very competitive in their season.

The spring season of 2019 left no doubt of the Warriors' ability to compete on the athletic fields. Baseball (6-10) had a positive season, despite some key injuries. Softball (15-5) demonstrated strong pitching and hitting in a remarkable season in which they were crowned TVL champs and qualified for the state tournament. Coach Taliaferro earned TVL Coach of the Year, as well. Girls' tennis (10-6) qualified for the state tournament and freshman Ashley Zilora sprung onto the scene and earned TVL Most Valuable Player! Boys' tennis (12-4) had a strong year, and qualified for the state tournament. Boys' volleyball (5-13) had a productive year. The boys' track program (2-2-1) demonstrated resilience during a strong season and the girls' track program (4-1) had an equally strong season, with Jamiee Hirschfeld earning TVL Most Valuable Player! The boys' lacrosse team (16-2) continued the spring success by winning the TVL title and ultimately dropping a close one for the state championship. John Schofield earned EMLCA All-American Honors, TVL Most Valuable Player, and Boston Globe and Boston Herald All-Scholastic. Michael Hauptman earned TVL Offensive Player of the year! Girls' lacrosse (7-11) missed the play-offs, but built a strong foundation under first year head coach, Mary Laughna.

The fall of 2019 began much where the spring teams left off. The football team had a remarkable season and finished with an overall record of 7-4 and qualified for the MIAA Division 5 Tournament. The girls' volleyball team went 14-6 under, new to Medfield Coach Souza, and qualified for the MIAA Division 2 Central Tournament. Boys' cross-country finished at 1-4 and girls' cross country (3-2) had a good year with tough competition in the league. Field hockey (2-14-2) had a competitive season in a very strong league. Boys' soccer enjoyed a successful season (8-4-6) and qualified for the state tournament. The girls' soccer team finished 9-6-3, also qualifying for the MIAA Division 2 Tournament. Golf improved again, going 10-6 in an extremely tough league.

Team: Girls Tennis

Record: 10-6

All-Stars: Ashley Zilora (MVP) and Molly Wagenseller

Team: Boys Tennis

Record: 12-4

All-Stars: Coleman Foley, Connor Reilly, and Mark Friscia

Team: Girls Lacrosse

Record: 7-11

All-Stars: Erin Seibel (EMGLCA 2nd team all-star), Erin Sullivan, and Kelly Morrison

Team: Boys Lacrosse

Record: 16-2

Team Awards: TVL Champions, D2 State Runner-up

All-Stars: John Schofield (TVL MVP, EMLCA 1st Team All-American, Boston Globe and Herald All-Scholastic), Michael Hauptman (TVL Offensive player of the year, EMLCA 2nd Team All-American), Peter Barrette, Connor DePiero, Brian Abely, and James Wilder

Team: Girls Spring Track

Record: 4-1

All-Stars: Jamie Hirschfeld (MVP), Riley Drometer, and Jordan Wilson

Team: Boys Spring Track

Record: 2-2-1

All-Star: Ryan Eng, Colin Benson, and Bryan Qian

Team: Boys Baseball

Record: 7-11

Team: Softball

Record: 15-5

All-Stars: Alana Potts (TVL Pitcher of the Year), Molly Glasheen, Ari Tristani and Coach Travis Taliaferro (TVL Coach of the Year)

Team: Boys Volleyball

Record: 5-13

All-Stars: Zach Conroy and Harry Sawan

Team: Boys Hockey

Record: 11-4-5

All-Stars: Shawn MacTavish and Mike Tye

Team: Girls Ice Hockey

Record: 7-11-2

All-Stars: Laney Ockerbloom

Team: Girls Winter Track

Record: 3-2

All-Stars: Jamie Hirshfeld, Riley Drometer, and Jordan Wilson

Team: Boys Winter track

Record: 3-1-1

All-Stars: Ryan Eng and John McNeil

Team: Swim & Dive

Record: 5-6

All Stars: Pari Ahmadi, Kylie Herbstzuber, Rachel Parry, Izzy Brown, Peter Barrette, and Will Maritan

Team: Boys Basketball

Record: 4-12

All-Stars: Christian Higgins

Team: Girls Basketball

Record: 13-7

All Stars: Camilla Silk and Ceanna Kinney

Team: Gymnastics

Record: 7-1

Team Awards: 8th place in D2 South Sectionals

Alpine Ski:

Records: N/A

All Stars: N/A

Team: Football

Record: 7-4

All-Stars: Cam Giunta, Stephen Williams, Luke Slavik, James Wilder, and Jackson Foscaldo

Team: Boys Cross Country:

Record: 1-4

All-Stars: Colin Benson

Team: Girls Cross Country:

Record: 3-2

All-Stars: Emma Bannister

Team: Boys Soccer

Record: 8-4-6

All-Star: James Layden and Brendan Harding

Team: Girls Soccer

Record: 9-6-3

All-Stars: Ally Dubbs and Isabella Gangemi

Team: Field Hockey

Record: 2-14-2

Team: Girls Volleyball

Record: 14-6

All-Stars: Kiera Lawless, Kayla McNeil, and Genevieve Brooslin

Team: Golf

Record: 10-6

All-Stars: Henry Reilly, Troy Langton, and James Davignon

Most of our interscholastic teams participate in the Tri-Valley League. This league consists of the towns of Ashland, Bellingham, Dedham, Dover-Sherborn, Holliston, Hopkinton, Medfield, Millis, Medway, Norton, Norwood, and Westwood. Medfield is the sixth largest school in terms of enrollment. Our gymnastics team competes as an independent team as there are no leagues available to them.

This concludes my annual report as the Director of Athletics. On behalf of all the Warriors, I would like to thank the School Committee, the administration, and the community for all of their support throughout the year.

Respectfully submitted,

Eric A. Scott

Director of Athletics

REPORT OF THE COMMUNITY EDUCATION PROGRAM

To the Superintendent of Schools:

As the Director of the Community Education Programs in Medfield, it is my pleasure to report on the school year ending December 31, 2019. The Community Education Program continued its tradition of offering a wide variety of classes designed to meet the needs of our students and adult learners. The programs now offered in the community education program include:

TEACHER WELLNESS PROGRAMS

These courses were designed to relieve stress and improve the mental and emotional health of our faculty. Exercise classes including yoga, spinning, and Pilates was scheduled to meet the needs of our teachers and staff. In addition, wellness programming will also be incorporated into Medfield's Digital Learning Day.

ADULT EDUCATION

Medfield Community Education now promotes programs with social media such as Facebook and twitter. Residents now have access to programming information 24 hours a day 7 days a week. In addition, we have added on-line registration and payment to our capabilities. We offer a diverse selection of courses looking to meet the needs of the Medfield Community. There are four major categories we offer. They include: career, financial planning, and exercise sports, and instructional courses. We hope to add more courses in the future.

BEFORE SCHOOL CARE PROGRAMS

These programs were offered in the Memorial School, the Dale Street School, and Wheelock School. This program starts at 7:00 A.M. and is designed to assist working parents with their childcare. This is a low cost program where children can choose activities or do homework before school.

SUMMER EXPERIENCE

This program is directed by Kim Estes and is run out of the Memorial School during the summer months. This has been a very popular program with a diverse

program of crafts, music and games. We offer half-day programs throughout the summer.

WARRIOR SUMMER CAMPS

The Warrior Athletic camps were another way for our youth to gain access to our facilities and our coaching staff. We offer summer experiences for conditioning for all ages of students.

We look forward to the future of the Community Education Program and what it can offer to the citizens of Medfield.

Respectfully submitted,

Eric A. Scott
Director of Community Education

**TOWN CLERK'S REPORT
FOR THE YEAR ENDING
DECEMBER 31, 2019**

MARRIAGES

MARCH

3/18 John R Doherty
Mariana B Rizzo

MAY

5/4 Erik J Warila
Ellen J Paul

JUNE

6/29 Michaela C Pembroke
James R Flanigan

JULY

7/28 Timothy J Leland
Stephanie C Lord

AUGUST

8/30 Varun R Chirravuri
Priya Parayanthal
8/31 Amy E Krawec
Thien T Nguyen

SEPTEMBER

9/28 Stephen J Ganem
Cathy N Rideout

OCTOBER

10/20 Esther G Babson
Brian G Sperling

DECEMBER

12/7 Alanna K Leahy
Samuel D Pease
12/7 Frederick W Russell
Christine J Bluhm
12/19 Susan Masters
Jeffrey A Lea

DEATHS

JANUARY

1/1 Thomas Stanley
1/7 Consuelo V Gill
1/18 Rose Riskalla
1/22 Dorothy Aylward
1/26 Patricia Shapiro
1/28 George E Dov
1/29 Eugene D Pflueger
1/31 Rosa A Gamba

FEBRUARY

2/3 Karen M Lundstrom
2/11 Yvette D Phelan
2/12 Virginia M Mezzanotte
2/20 Suzanne B Robertson
2/23 Paul J Friedman
2/27 Michael J Sullivan

MARCH

3/2 John C Zinna, Jr
3/6 Joanne M Brodeur
3/7 Rosaria D Iacobello
3/11 Elizabeth D Vitelli
3/12 Beverly Nichols
3/13 Margaret F Mandile
3/14 Kathryn E Kelly
3/19 Thelma K Gould
3/20 John J Coffey
3/24 Louis Dumont
3/27 Mildred N Bulega

APRIL

4/12 Barbara A Palson
4/14 Peggy A Greenbaum
4/16 Beverly A Matarazzo
4/22 Stephanie R Warren
4/22 Marjorie T Hampton
4/25 Dominic A Zonfrelli, Jr
4/28 Carol A Lachapelle

MAY

5/8 Thomas A Bonanno
5/9 Stephen Buckley, Jr
5/11 Catherine A Gallagher
5/12 Bonnie J Collins
5/22 Suzanne E Munroe
5/23 Phyllis T Mallen
5/28 Charles T Warren, Jr
5/31 Mariah M Stanton
5/31 Najwa N Sabra

JUNE

6/4 Peter S Hinkley
6/4 Barbara L Smith
6/16 Louis Dichiro
6/18 Anna M Taranto
6/18 James W O'Malley
6/28 Anthony Calo

JULY

7/11 Barbara Leighton

AUGUST

8/2 John Panciocco
8/9 Kevin B Crispell
8/17 Melanie Carney
8/21 Dorothy F Ruzzo
8/26 Maria A Velez
8/26 Stephen Slyne
8/28 Carol Squier

SEPTEMBER

9/11 Alexander Smith, Jr
9/16 Maureen P Aversa
9/19 Margaret G Mack
9/20 Elizabeth R Hinkley
9/23 Patricia B Leary
9/25 Virginia F Acerra
9/26 Judith E Szczebrowski
9/27 Walter Shackley
9/28 Aldo Vajentic
9/30 Lucy L Mastronardi

OCTOBER

10/6 Mary P Beaton
10/9 Robert A Diianni
10/11 Carrin V Holborn
10/12 Kenneth L Fontecchio
10/15 Catherine A Pray
10/28 Patsy D Brewer
10/29 Edward A Schmidt

NOVEMBER

11/9 James R Amnott
11/10 Charlotte Reinemann
11/12 Sally E Rihbany
11/12 Dora I Collins
11/14 Martin F Kunz
11/15 Rita R Connolly
11/16 John E Varnum Jr

11/19 Lyne S Loomis
11/19 Joan Bussow
11/24 Jeanne Sullivan
11/29 Susan M Breed
11/29 Kathleen R Paris
11/30 Stephanie C Walsh

DECEMBER

12/1 Carol A Carter
12/1 Ellen P Martin
12/4 Adeline C Gillis
12/5 Frederick L Capen
12/6 Helen D Dymek
12/10 Eric R McDermott
12/20 Michael A Giardello
12/21 Maureen Hayes

TOWN OF MEDFIELD
WARRANT FOR THE ANNUAL TOWN ELECTION
MARCH 25, 2019

Norfolk, ss

To the Constables of the Town of Medfield in Said County, Greetings:

In the Name of the Commonwealth, you are directed to notify and warn the Inhabitants of the Town of Medfield, qualified to vote in elections and in town affairs, to meet at the Center at Medfield on Ice House Road in said Medfield on **MONDAY, THE TWENTY-FIFTH** day of March, A.D. 2019 at 6:00 o'clock A.M., then and there to act on the following purpose:

To choose all Town Officers required to be elected annually by ballot, viz:

One Moderator for One year

One Selectmen, One Assessor, Two School Committee Members, Two Library Trustees, Two Park Commissioners and One Trust Fund Commissioner for Three years.

One Member of the Planning Board for five years.

The polls will open at 6:00 o'clock A.M. and shall be closed at 8:00 o'clock P.M.

And you are directed to serve this Warrant by posting an attested copy thereof, in the usual place for posting warrants in said Medfield, seven days at least before the time of holding said Town Election.

Hereof fail not and make due return of this Warrant with your doings thereon, unto the Town Clerk at the time and place of the Town Election aforesaid. Given unto our hands this 12th day of March, Two Thousand and nineteen.

Michael Marcucci, Chair /s/
Gustave Murby, /s/
Osler Peterson /s/

BOARD OF SELECTMEN

By virtue of this Warrant, I have notified and warned the inhabitants of the Town of Medfield, qualified to vote in elections and at town meetings, by posting attested copies of the same at five public places, seven days before the date of the elections, as within directed.

Constable:

Date:

A TRUE COPY ATTEST:

Carol A. Mayer, CMMC /s/

Town Clerk

**TOWN OF MEDFIELD
COMMONWEALTH OF MASSACHUSETTS
ANNUAL TOWN ELECTION
MARCH 25, 2019**

Pursuant to the foregoing warrant, the polls were opened at 6:00 A.M. with reading of the warrant and the swearing in of the election workers present. The ballot boxes were inspected and found to be in working order, specimen ballots posted, voting list was displayed and instruction to the voters posted.

WARDEN: Dorothy Frewald

TELLERS: Carol Nye, Mary Patch, Maura McNicholas, Nancy Coakley, Cheryl Dunlea, Loraine Riggins, Patricia Byrne and Linda Kimball

The polls were closed at 8:00 P.M.

The total vote was 421. There are 8,681 registered voters, 21% of voters voting.

	<u>PRECINCT</u>				<u>TOTAL</u>
	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	
MODERATOR (one yr) VOTE FOR ONE					
Scott McDermott	82	105	85	103	375
Write In		1	1	1	3
Blanks	15	8	5	15	43
					421
SELECTMEN (three yrs) VOTE FOR ONE					
Michael T. Marcucci	80	101	84	99	364
John Wilhelmi	2	3		2	7
Write In		1		3	4
Blanks	15	9	7	15	46
					421
ASSESSOR (three yrs) VOTE FOR ONE					

Jeffrey J. Skerry	75	98	79	94	346
Write In	2	4		5	11
Blanks	15	9	7	15	46
					421
SCHOOL COMMITTEE (three yrs) VOTE FOR NOT MORE THAN TWO					
Meghan K Glenn	71	93	75	76	315
Timothy M Knight	64	91	76	83	314
Write In	2	3		1	6
Blanks	57	41	31	78	207
					421
LIBRARY TRUSTEE (three yrs) VOTE FOR NOT MORE THAN TWO					
Philip M Tuths	72	90	75	92	329
Deborah Merriam	16	29	19	30	94
Write In	1	3	6	2	12
Blanks	105	106	82	114	407
					842
PLANNING BOARD (five yrs) VOTE FOR ONE					
Paul McKechnie Jr	78	98	79	96	350
Write In		1			1
Blanks	19	15	13	23	70
					421
PARK COMMISSIONERS (three yrs) VOTE FOR NOT MORE THAN TWO					
Melville Seibolt	70	93	75	88	326
Nicholas T Brown	70	92	77	86	325
Write In					
Blanks	54	43	30	64	191
					842
TRUST FUND COMMISSIONER					
Gregory S Reid	73	95	76	91	335
Write In			1	1	2
Blanks	24	19	14	27	84
					421

QUESTION 1 - CHARTER AMENDMENT					
Yes	71	95	77	94	337
No	21	16	7	14	58
Blanks	5	3	7	11	26
					421

After the results were announced, the checked ballots, voting lists and tally sheets were turned over to the Town Clerk for safekeeping as prescribed by law.

A TRUE COPY ATTEST:
Carol A. Mayer, CMMC /s/
TOWN CLERK
March 26, 2019

TOWN OF MEDFIELD
WARRANT FOR THE ANNUAL TOWN MEETING
2019

On Monday, the twenty-ninth day of April 2019 commencing at **7:00 PM** the following Articles will be acted on in the Amos Clark Kingsbury High School Gymnasium, located at 88R South Street in said Medfield, viz.

Article 2. To see if the Town will vote to accept the reports of the several Town Officers for the past year.

It Was So VOTED: (CONSENT CALENDAR 4/29/2019)

Article 3. To see if the Town will vote to accept the following named sums as Perpetual Trust Funds for the care of lots in the Vine Lake Cemetery, the interest thereof as may be necessary for said care, viz.

PERPETUAL CARE 2018	
Scalfarotto, Henry	\$600.00
Armstrong, Barbara P	600.00
Caruso, Roger and Claudette	3,000.00
Morreale, Charles and Hope	3,000.00
Fawcett, John W	1,500.00
Caughey, Kevin J and Lisa A	600.00
O'Rourke, Joann	600.00
O'Rourke, Joann	600.00
O'Rourke, Joann	600.00
Colella, Geraldine A	3,000.00
Barros, Nestor Abel	750.00
Joseph, Margaret	600.00
Fedor, Robert G	600.00
Clair, Joseph P & Lauren M	3,000.00
Bain, Deborah	750.00
Johnson, Stephen C	600.00

Kallio, Richard W	3,000.00
O'Brien, Eric and Erin	3,000.00
Mark R Fuglestad	3,000.00
Robert Curry	3,000.00
Anthony & Marlene Kalinowski	600.00
Anthony & Marlene Kalinowski	600.00
TOTAL	\$33,600

(Cemetery Commissioners)

It Was So VOTED: (CONSENT CALENDAR 4/29/2019)

Article 4. To see if the Town will vote to set Expenditure Limits for 53E ½ Revolving Funds established under the Code of the Town of Medfield, Chapter 117 Departmental Revolving Funds for Fiscal Year 2020, as follows:

<u>Section</u>	<u>Amount</u>
5.1 Fire Alarm Revolving Fund	\$32,000
5.2 Ambulance Revolving Fund	\$70,000
5.3 Advance Life Support Revolving Fund	\$125,000
5.4 Community Gardens Revolving Fund	\$3,000
5.5 CENTER at Medfield Building Maintenance Revolving Fund	\$30,000
5.6 Library Revolving Fund	\$5,000
5.7 Respite Care Revolving Fund	\$125,000
5.8 Transfer Station Recycling Revolving Fund	\$10,000
5.9 Former State Hospital Revolving Fund	\$100,000
Total	\$500,000

Or do or act anything in relation thereto.

(Board of Selectmen)

It Was So VOTED: (CONSENT CALENDAR 4/29/2019)

Article 5. To see if the Town will vote to accept M.G.L. Chapter 44 §53F $\frac{3}{4}$ to establish a Public, Educational and Governmental (PEG) Access and Cable Related Fund, to reserve cable franchise fees and other cable-related revenues for appropriation to support PEG access services and oversight and renewal of the cable franchise agreement, and vote to transfer all cable related funds, except the annual license fee, which shall be credited to the General Fund, and to appropriate a sum of money for said purposes, the fund to begin operation for fiscal year 2020, which begins on July 1, 2019, or do or act anything in relation thereto.

(Board of Selectmen)

VOTED: To accept Massachusetts General Law. Chapter 44 §53F $\frac{3}{4}$ to establish a Public, Educational and Governmental (PEG) Access and Cable Related Fund, to reserve cable franchise fees and other cable-related revenues for appropriation to support PEG access services and oversight and renewal of the cable franchise agreement, which begins on July 1, 2019. **MOTION CARRIES 4/29/2019)**

Article 6. To see if the Town will vote to appropriate a sum of money and determine in what manner said sum shall be raised for the purpose of paying a FY19 unpaid bill of the Police Department in the amount of \$0.00 or do or act anything in relation thereto.

(Board of Selectmen)

VOTED: TO DISMISS – (CONSENT CALENDAR 4/29/2019)

Article 7. To see if the Town will vote to fix the salary and compensation of the following elected officers: Moderator, Town Clerk, Selectmen, Assessors, School Committee, Trustees of the Public Library, Park and Recreation Commissioners, Planning Board, Housing Authority, and Trust Fund Commissioners, or do or act anything in relation thereto.

Officer	Present Salary	Warrant Committee Recommends
Town Clerk	\$71,710	\$73,144
Selectmen, Chairman	\$900	\$900
Selectmen, Clerk	\$900	\$900
Selectmen, Third Member	\$900	\$900
Assessors, Chairman	\$900	\$900
Assessors, Clerk	\$900	\$900
Assessors, Third Member	\$900	\$900
Moderator	0	0
Housing Authority	0	0
School Committee	0	0
Library Trustees	0	0
Planning Board	0	0
Park and Recreation Commissioner	0	0
Trust Fund Commissioners	0	0

(Board of Selectmen)

VOTED: That this Article 7 be passed as printed in the Warrant Report
CARRIES UNANIMOUS 4/29/2019

Article 8. To see if the Town will vote to amend the Personnel Administration Plan and Classification of Positions and Pay Schedule, effective July 1, 2019, as set out in the warrant, or do or act anything in relation thereto.

PERSONNEL ADMINISTRATION PLAN CLASSIFICATION OF POSITIONS AND PAY SCHEDULE

Police Department as per Contract

Sergeant	Step 1	Step 2	Step 3
7/1/2016	\$1,306.59	\$1,347.00	\$1,395.34
<i>bi weekly</i>	\$2,613.18	\$2,693.99	\$2,790.68

7/1/2017	\$1,332.72	\$1,373.94	\$1,423.25
<i>bi weekly</i>	\$2,665.45	\$2,747.87	\$2,846.49
7/1/2018	\$1,359.38	\$1,401.42	\$1,451.71
<i>bi weekly</i>	\$2,718.76	\$2,802.83	\$2,903.42

Police Officer	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
7/1/2016	\$1,006.94	\$1,038.09	\$1,070.19	\$1,103.28	\$1,137.39	\$1,172.58
<i>bi weekly</i>	\$2,013.88	\$2,076.19	\$2,140.37	\$2,206.55	\$2,274.78	\$2,345.15
7/1/2017	\$1,027.08	\$1,058.86	\$1,091.59	\$1,125.34	\$1,160.14	\$1,196.03
<i>bi weekly</i>	\$2,054.15	\$2,117.71	\$2,183.18	\$2,250.68	\$2,320.28	\$2,392.06
7/1/2018	\$1,047.62	\$1,080.03	\$1,113.42	\$1,147.85	\$1,183.34	\$1,219.95
<i>bi weekly</i>	\$2,095.24	\$2,160.07	\$2,226.84	\$2,295.70	\$2,366.69	\$2,439.90

Dispatcher	Step 1	Step 2	Step 3	Step 4	Step 5
7/1/2016	\$692.67	\$731.23	\$768.12	\$807.18	\$852.73
<i>bi weekly</i>	\$1,385.35	\$1,462.45	\$1,536.24	\$1,614.37	\$1,705.45
7/1/2017	\$706.53	\$745.85	\$783.48	\$823.33	\$869.78
<i>bi weekly</i>	\$1,413.05	\$1,491.70	\$1,566.97	\$1,646.65	\$1,739.56
7/1/2018	\$720.66	\$760.77	\$799.15	\$839.79	\$887.18
<i>bi weekly</i>	\$1,441.31	\$1,521.54	\$1,598.31	\$1,679.59	\$1,774.35

Specialist Range

7/1/2016	\$625.31	to	\$3,575.74	Annual Stipend
7/1/2017	\$637.82	to	\$3,647.25	Annual Stipend
7/1/2018	\$650.58	to	\$3,720.20	Annual Stipend

Fire Department as per Contract

FIREFIGHTER/EMT

FF/EMT	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
7/1/2017	23.91	24.64	25.35	26.13	26.91	27.74	28.54	29.39
7/1/2018	24.39	25.14	25.85	26.66	27.45	28.30	29.11	29.97
7/1/2019	24.87	25.64	26.37	27.19	27.99	28.86	29.69	30.57

LIEUTENANT/FF/EMT

LT/FF/EMT	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
7/1/2017	27.74	28.57	29.28	30.02	30.92	31.84
7/1/2018	28.29	29.14	29.87	30.62	31.53	32.48
7/1/2019	28.86	29.72	30.47	31.23	32.17	33.13

Public Safety Positions

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Call FF/EMT	\$25.11	\$25.88	\$26.64	\$27.44	\$28.26	\$29.13	\$29.98	\$30.89

	Step 1	Step 2	Step 3	Step 4	Step 5
	Step 6	Step 7	Step 8	Step 9	
Animal Control Officer/Inspector	\$22.80	\$23.46	\$24.09	\$24.80	\$25.50
* Based on a 40-hour workweek	\$26.23	\$26.97	\$27.73	\$28.51	
Assistant Animal Control Officer	\$2,271	\$2,482	\$2,692	\$2,901	\$3,116
*Annual Stipend	\$3,326	\$3,536	\$3,787		

Managerial Positions

	Minimum	Midpoint	Maximum
Grade 1	53,925	60,666	67,407
Children’s Librarian			
Technical Services Librarian			
Young Adult Librarian			
Outreach Social Worker			
Conservation Agent			
Circulation Supervisor			
Grade 2	59,317	66,732	74,147
Administrative Asst. to the Selectmen/ Town Administrator			
Assistant Town Accountant			
Adult Services/Technology Senior Librarian			
Director of Youth Outreach			
Grade 3	65,249	73,405	81,561
Assistant Town Accountant/Budget Analyst			
IT Coordinator			
Grade 4	71,775	80,746	89,718
Council on Aging Director			
Park and Recreation Director			
Town Planner			
Building Commissioner			
Grade 5	80,387	90,435	100,484
Principal Assessor			
Library Director			

	Minimum	Midpoint	Maximum
Grade 6	90,034	101,288	112,542

Town Accountant
Treasurer/Collector
Deputy Police Chief

Grade 7	100,838	113,443	126,048
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Asst. Town Administrator

Grade 8	106,486	127,783	149,080
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Fire Chief
Police Chief
Director of Public Works

Hourly Paid Positions

20	\$17.15	\$17.63	\$18.14	\$18.66	\$19.19	\$19.74	\$20.30	\$20.88	\$21.48
30	\$18.86	\$19.39	\$19.96	\$20.53	\$21.11	\$21.71	\$22.33	\$22.96	\$23.60
40	\$20.75	\$21.32	\$21.94	\$22.56	\$23.21	\$23.87	\$24.55	\$25.25	\$25.97
50	\$22.82	\$23.47	\$24.14	\$24.82	\$25.53	\$26.25	\$27.00	\$27.77	\$28.57
60	\$25.09	\$25.81	\$26.55	\$27.31	\$28.09	\$28.89	\$29.71	\$30.56	\$31.43
70	\$27.35	\$28.17	\$29.02	\$29.89	\$30.78	\$31.71	\$32.66	\$33.64	\$34.64
80	\$29.54	\$30.41	\$31.33	\$32.27	\$33.24	\$34.23	\$35.27	\$36.33	\$37.42
90	\$31.89	\$32.85	\$33.84	\$34.86	\$35.91	\$36.99	\$38.11	\$39.25	\$40.43

Grade 20		
Police Matron	Traffic Supervisor	DPW Summer Laborers
Grade 30		
Office Assistant Mini Bus Driver	Library Technician Truck Driver	Laborer
Grade 40		
Senior Library Technician	Groundskeeper I	Mechanic
Administrative Assistant I	Maintenance Technician	Transportation/Facilities Coordinator
Asst Adult Services /Tech Librarian		
Grade 50		
Payroll Coordinator	Administrative Assistant II	Volunteer Coordinator
Elder Outreach Worker Field Appraiser	Equipment Operator	Water Technician
Grade 60		
Administrative Assistant III	Park and Recreation Program Coordinator	
Grade 70		
Heavy Equipment Operator	Groundskeeper II	Water/WWTP Operator
Tree Warden	Lead Mechanic	Facilities Coordinator
Grade 80		
Crew Chief		
Grade 90		
Highway Supervisor	Water Supervisor	WWTP Supervisor

SPECIAL RATE/FEE POSITIONS- PART TIME/TEMPORARY

Veterans Agent	\$28,985
Sealer of Weights and Measures	\$2,804
Registrar	\$208
Library Page	\$11-\$14
Police- Private Special Detail	\$35.08
Tree Climber	\$22.96

FIRE

Deputy Chief	\$4,228
Captain	\$2,537
Lieutenant	\$2,030
EMS Coordinator	\$1,973
Fire Alarm Superintendent	\$880

INSPECTORS

Inspector of Buildings	\$32.86
Local Inspector of Buildings	\$853
Gas and Plumbing Inspector	\$1,749
Assistant Gas and Plumbing Inspector	\$320
Wiring Inspector	\$2,888
Assistant Wiring Inspector	\$853
Zoning Enforcement Officer	\$33
Street Inspector	\$17

PARK AND RECREATION

Program Director	\$16,073	to	\$19,775
Swim Pond Director	\$6,695	to	\$9,489
Swim Pond Assistant Director	\$4,468	to	\$6,329
Swim Team Coach/Guard	\$3,721	to	\$5,218
Assistant Coach/Guard	\$2,385	to	\$4,273
Water Safety Instructor	\$2,831	to	\$4,273
Lifeguard	\$2,693	to	\$3,957
Swim Pond Badge Checker	\$896	to	\$1,425
Swim Pond Maintenance	\$1,046	to	\$1,425
Swim Pond Set-up Workers	\$746	to	\$3,163
Camp Director	\$2,977	to	\$6,055
Camp Specialists	\$1,492	to	\$5,993

Counselors	\$1,194	to	\$3,164
Jr. Counselor	\$301	to	\$950
Tennis Director	\$4,468	to	\$6,329
Tennis Instructor	\$896	to	\$1,585
Trainee			\$11.44

(Personnel Board)

VOTED: That this Article 8 be passed as printed in the Warrant Report
CARRIES UNANIMOUS 4/29/2019

Article 9. To see if the Town will vote to raise and appropriate and/or transfer from available funds, sums of money requested by the Selectmen or any other Town Officer, Board, Commission, or Committee to defray operating expenses of the Town for the fiscal year commencing July 1, 2019, or such other sums as the Town may determine, as required by Massachusetts General Laws, Chapter 41, Section 108, or do or act anything in relation thereto.

(Board of Selectmen)

VOTED: To appropriate **\$65,697,205** to the various Departmental Operating Budgets as set out in Article 9 of the Warrant Report under the column Warrant Committee Recommends and/or as amended on the floor of the Town Meeting to defray the operating expenses of the Town for the fiscal year commencing July 1, 2019 and that to meet said appropriation the following sums be raised on the Fiscal 20 tax levy and/or transferred from other available funds as follows:

Cemetery Perpetual Care Interest	\$15,000
Water Enterprise Fund	2,016,931
Sewer Enterprise Fund	1,735,676
Pension Reserve Fund	\$75,000
Overlay Surplus	\$200,000
Sewer Betterment Stabilization Fund	\$400,000

Bond Premium Sawmill Brook	\$804
Bond Premium June 2007 Issue	\$2,543
Bond Premium Red Gate Farm	\$2,183
Bond Premium MHS Field Renovation	\$3,000
Bond Premium Town Garage Solar Array	\$3,683
Use of School Property Revolving Fund	\$30,000
MWPAT Title V Septic Loan Receipts	\$4,100
MSBA Authority BAN Interest Reimbursement	\$28,891
MSBA Grant to Offset School Debt	\$1,148,535
Free Cash transferred to Stabilization	\$100,000
Subtotal Other Revenue Source	\$5,766,346
FY20 Tax Levy Subtotal	59,930,859
Total Article 9 Appropriation	\$65,697,205

MOTION PASSED BY THE REQUIRED 2/3 VOTE 4/29/2019

Article 10. To see if the Town will vote to raise and appropriate from the FY20 Tax Levy and/or transfer from available funds and/or borrow for capital expenditures, including the following:

**FY20 CAPITAL BUDGET
RECOMMENDATIONS**

			WC
<u>DEPARTMENT</u>	<u>PROJECT</u>	<u>REQUEST</u>	<u>RECOMM ENDS</u>
Police Department	2019 Chevy Tahoe 4 Wheel Drive SUV	\$50,000	\$0
	2019 Chevy Tahoe LS 4 Wheel Drive SUV	\$52,000	\$0
Fire Department	Engine 3 Rescue Pumper	\$630,000	\$0
	Fire Chief Car	\$48,573	\$0
	Cardiac Monitor	\$40,000	\$40,000

	Portable Radios	\$12,500	\$0
	SCBA Bottle Replacement	\$13,125	\$0
	Lucas Cardiac Thumper	\$16,000	\$0
	4 Gas Meters	\$15,240	\$0
School Department	District Wide Ford 350	\$42,000	\$0
	District Wide Bobcat Tractor	\$35,000	\$0
	District Wide Ford Explorer XLT	\$33,000	\$0
Conservation Commission	Land Acquisition and Maintenance	\$50,000	\$0
Board of Selectmen	HRIS System (Town HR)	\$3,000	\$0
	HRIS System (School HR)	\$10,000	\$0
	Dept Head Classification	\$6,000	\$0
Public Works	2019 Holder C9.92 Sidwalk Tractor	\$204,590	\$0
	2019 Ford 550 with Dump Body	\$87,604	\$0
	2019 Stainless Steel Hydraulic Material Spreader	\$8,000	\$0
	Resurface Subdivisions	\$50,000	\$0
Water Enterprise Fund	Upgrade Meter Reading to a Fixed Network	\$150,000	\$150,000
	Meter Replacement Program	\$400,000	\$400,000
Sewer Enterprise Fund	Replace Sand Filter Air Compressor/Dryer at WWTP	\$136,000	\$136,000
Park and Recreation	Shade Structures at Hinkley Pond	\$39,200	\$39,200
	Edge R Rite II Bed Edger	\$1,782	\$1,782
	Wright Stand 72" Mower	10,784	\$10,784

Integrity Stocke Aide Trailer	4,495	\$4,495
Total Requests	\$2,116,893	\$782,261

And to authorize the Board of Selectmen to sell or trade Town-owned equipment and or property, as set out in the Warrant Report, the proceeds of which shall be applied to the FY20 Capital Budget procurements, or do or act anything in relation thereto.

(Capital Budget Committee)

VOTED: To appropriate **\$782,261** for capital expenditures, as printed in the Warrant Report under FY20 Capital Budget Recommendations under the WC Recommends column, and that the Board of Selectmen be authorized to sell or trade Town-owned equipment and/or property, as set out in the Warrant Report, the proceeds of which shall be applied to the FY20 Capital Budget procurements, and that to meet said appropriation \$550,000 be spent from Water Enterprise Free Cash, \$136,000 be spent from Sewer Enterprise Fund Free Cash, \$40,000 be transferred from the ALS Revolving Fund, and \$56,261 be spent from Park and Recreation Revolving Fund as set out in the Warrant Report. **MOTION PASSES 4/29/2019**

Article 11. To see if the Town will vote to appropriate \$782,125 and transfer said sum from the Municipal Buildings Capital Stabilization Fund created under Article 43 of the 2018 Annual Town Meeting for the purpose(s) and amount(s) below:

Project	Request
Town Hall HVAC Engineering/Immediate Repairs	\$15,000.00
Library Elevator Repair	\$10,000.00
Council on Aging Design for Repairs at Door Landings/Site Work	\$4,000.00
Medfield High School Building Mgmt Software Upgrade/Commissioning	\$155,125.00

Medfield High School HVAC Repairs	\$56,000.00
Blake MS Domestic WH Design	\$12,000.00
Wheelock HVAC Engineering Recommissioning	\$15,000.00
District Wide Replace Phone System/Service/Hardware	\$200,000.00
District Wide Roof Engineering Design	\$300,000.00
Alarm System Blake Middle School	\$15,000.00

or do or act anything in relation thereto.

(Board of Selectmen/Capital Budget Committee)

VOTED: To appropriate **\$782,125** and transfer said sum from the Municipal Buildings Capital Stabilization Fund for projects as printed in the Warrant. **PASSED BY THE REQUIRED 2/3 VOTE 4/29/2019**

Article 12. To see if the Town will vote to appropriate a sum of money and determine in what manner said sum shall be raised, to be used with funds from the Commonwealth of Massachusetts and the Town of Millis, for the purpose of making repairs to the Bridge Street (West Street) Bridge and to authorize the Board of Selectmen to enter into contracts with the Commonwealth of Massachusetts, the Town of Millis and private contractors and to accept or receive funds and/or grants from the Commonwealth of Massachusetts, the federal government and/or private parties for such purpose, or do or act anything in relation thereto.

(Board of Selectmen)

VOTED: TO DISMISS – (CONSENT CALENDAR 4/29/2019)

Article 13. To see if the Town will vote to amend the Code of the Town of Medfield Chapter 30 Finances Section 30-6 Disposal of Personal Property by deleting “having a value of \$1,000 or less” and substituting therefore: “having a value of less than \$10,000”, or do or act anything in relation thereto.

(Director of Public Works)

VOTED: That Article 13 be passed as printed in the Warrant **MOTION CARRIES 4/29/2019**

Article 14. To see if the Town will vote to transfer \$763 in funds received from the Massachusetts Department of Transportation for the Town's share of the fee charged for Uber, Lyft, or other ride sharing services originating in the Town, said funds to be used for road and or sidewalk improvements, or do or act anything in relation thereto.

(Board of Selectmen)

VOTED: That this Article 14 be passed as printed in the Warrant Report **MOTION CARRIES 4/29/2019**

Article 15. To see if the Town will vote to authorize the Board of Selectmen, with the approval of the Board of Water and Sewerage, to lease space on the Mount Nebo Water Tower for up to ten years for the installation and/or maintenance of cell tower antennae, on such terms and conditions as they may deem to be in the best interests of the Town, or do or act anything in relation thereto.

(Board of Selectmen)

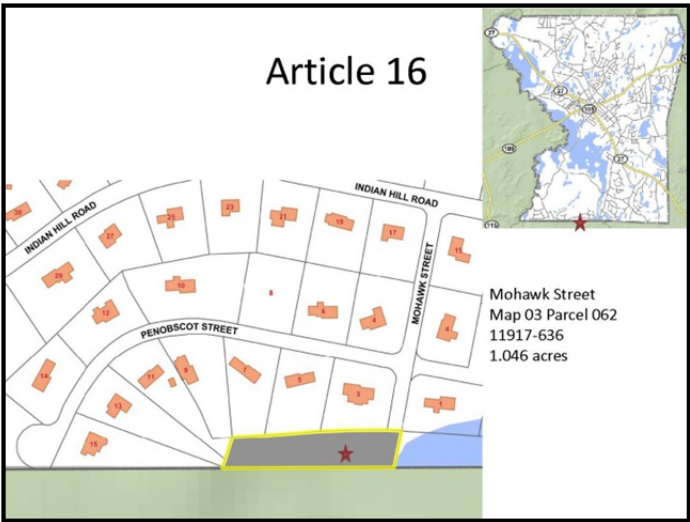
VOTED: That this Article 15 be passed as printed in the Warrant **PASSED BY REQUIRED 2/3 VOTE 4/29/2019**

Article 16. To see if the Town will vote to authorize the Board of Selectmen to accept a gift of land from Joseph T. Destito and Deborah Destito, consisting of an unimproved parcel of land containing approximately 1.04 acres, located at the end of Mohawk Street and shown on Medfield Assessors Map 3 as Parcel 62, title reference: Norfolk County Registry of Deeds Book 11917, Page 636 for municipal purposes, or do or act anything in relation thereto.

(Board of Selectmen)

VOTED: That this Article 16 be passed as printed in the Warrant
PASSED
4/29/2019

Article 17. To see if the Town will vote to appropriate a sum of money and determine in what manner said sum shall be raised for the purpose of making repairs



to the Danielson/Ritchie Pond dam, and that the Board of Selectmen in consultation with the Conservation Commission be authorized to apply for and receive federal, state and/or private grants or loans, and to enter into contracts with private contractors to undertake such repairs, or do or act anything in relation thereto.

(Conservation Commission)

VOTED: To appropriate \$90,000, and to meet said appropriation \$60,000 be raised on the FY20 tax levy, and \$30,000 be transferred from the Medfield Conservation Trust Fund for the purpose of funding design work necessary to determine cost of making repairs to the Danielson/Ritchie

Pond dam, and that the Board of Selectmen in consultation with the Conservation Commission be authorized to apply for and receive federal, state and/or private grants or loans, and to enter into contracts with private contractors to undertake such work. **MOTION CARRIES 4/29/2019**

Article 18. To see if the Town will vote to appropriate a sum of money and determine in what manner said sum shall be raised for the purpose of making improvements to the economic vitality of the Town, or do or act anything in relation thereto.

(Board of Selectmen)

VOTED: To appropriate \$1,000, said sum to be raised on the FY20 tax levy to make improvements to the economic vitality of the Town. **MOTION CARRIES 4/29/2019**

Article 19. To see if the Town will vote to transfer \$85,000 from sewer betterments-paid-in-advance, to the Sewer Stabilization Fund, or do or act anything in relation thereto.

(Town Administrator)

VOTED: To transfer \$85,000 from sewer betterments-paid-in-advance to the Sewer Stabilization Fund. **MOTION CARRIES 4/29/2019**

Article 20. To see if the Town will vote to appropriate a sum of money and determine what manner said sum shall be raised for the purpose of making an annual contribution to the Other Post- Employment Benefits Trust Fund, or do or act anything in relation thereto.

(Board of Selectmen and OPEB Trustees)

VOTED: To appropriate \$425,000, and to meet said appropriation \$134,400 be raised on the FY20 tax levy, \$48,663 be transferred from the FY19 County Retirement Contribution Budget, account 01-911-2, \$16,050 be transferred from Water Enterprise Free Cash, \$25,887 be transferred

from Sewer Enterprise Free Cash, and \$200,000 be transferred from General Fund Free Cash, to make an annual contribution to the Other Post-Employment Benefits (OPEB) Trust Fund. **MOTION CARRIES 4/29/2019**

Article 21. To see if the Town will vote to amend the Code of the Town of Medfield Bylaws, to add a new Chapter 195 Plastic Checkout Bag Prohibition, as follows:

Chapter 195 Plastic Checkout Bag Prohibition.
Section 195-1 Purpose and Intent.

Plastic bag ordinances have proven to be effective in reducing plastic bag consumption and litter and are part of a growing global movement towards sustainability. As of January 1, 2019, 88 cities and towns in the Commonwealth of Massachusetts have enacted bylaws to reduce plastic bag usage.

The **purpose** of this bylaw is to eliminate the usage of thin-film, single-use plastic bags at checkout by all merchants in the Town of Medfield, on and after the effective date specified herein.

The Town is committed to protecting the environment and the public health, safety and welfare of its citizens. This will help reduce the common use of plastic checkout bags and encourage the use of reusable bags by consumers, thereby reducing local land and aquatic pollution, advancing solid waste reduction, maintaining Medfield's exterior beauty and improving the quality of life for the citizens of the Town.

Section 195-2 Definitions.

Checkout bags: A carryout bag provided by a store to a customer at the point of sale or other point of departure for the purpose of transporting food or merchandise from the establishment. Checkout bags shall not include bags, whether plastic or not, in which loose produce or products

are placed by the consumer to deliver such items to the point of sale or checkout area of the stores.

Recyclable paper bag: A paper bag that is:

1. 100 percent recyclable, including the handles
2. contains at least 40% post-consumer recycled paper content; and
3. displays the words “recyclable” and “made from 40% post-consumer recycled content” (or other applicable amount) in a visible manner on the outside of the bag.

Retail establishment: Any retail operation located in the Town which sells goods, food or provides personal services to the public, including restaurants.

Reusable checkout bag: A sewn bag with stitched handles that is:

1. specifically designed and manufactured for multiple reuse;
2. can carry 25 lbs. over a distance of 300 feet; and
3. is made of cloth or other machine washable fabric provided, that it may not be constructed of polyethylene or polyvinyl chloride.

Section 195-3 Requirements for Checkout Bags and Exceptions.

If any retail establishment, as defined in Section 195-2, provides checkout bags to customers, the bag must be either a **recyclable paper bag** or a **reusable checkout bag**, as defined in Section 195-2.

Customers are encouraged to bring their own reusable or biodegradable shopping bags to stores. Retail or grocery stores are strongly encouraged to make reusable checkout bags available for sale to customers at a reasonable price.

Thin-film plastic bags used to contain dry cleaning, newspapers, produce, meat, fresh produce, bulk foods, wet items and other similar merchandise, typically without handle, are still permissible under this bylaw.

Section 195-4 Violations and Enforcement.

Any retail establishment violating the requirement(s) contained in Section 195-3 of this bylaw shall be subject to a fine as follows:

First Offense:		
Warning		
	Second Offense:	\$ 50.00
	Third and Subsequent Offenses:	
\$100.00		

Each day that a violation continues shall be treated as a separate offense.

This bylaw may be enforced by the Medfield Police Department, the Building Commissioner and Building Inspectors and the Board of Health Agent(s).

Section 195-5 Effective Date.

This bylaw shall take effect on and after November 1, 2019.

And to authorize the Town Clerk to renumber, re-letter, and/or to take any other action necessary to reformat this new bylaw to fit within the established format of the Code of the Town of Medfield, or do or act anything in relation thereto.

(Transfer Station and Recycling Committee/Board of Selectmen)

VOTED: To amend the Code of the Town of Medfield bylaws, to add a new Chapter 195 Plastic Bag Checkout Prohibition as printed in the Warrant. **MOTION CARRIES 4/29/2019**

Article 22. To see if the Town will vote to amend the Code of the Town of Medfield Chapter 130 Fire Protection to add a new Section 130-5 Fire Hydrant Access, as follows:

Section 130-5 Fire Hydrant Access

Fire Hydrant Access: No person shall obstruct access to a fire hydrant. Fire hydrants shall have a three (3) foot clear radius measured from the center of the stem on the top of the hydrant. No foliage, fencing, parking space, or other object shall obstruct the clear area. No person may landscape to change the grade around the base of the hydrant so as to prevent the use of a four inch cap. Location where existing objects, such as but not limited to building, walls, fences, trees, or sloping grades that does not permit a three (3) foot clearance radius, may be granted a waiver by the Director of Public Works in consultation with the Fire Chief. Before any waiver of the regulation is granted, all other possible locations must be considered

And to renumber the succeeding sections of the chapter, as required and to authorize the Town Clerk to do so and to renumber, re-letter and/or to take any other action necessary to reformat this new bylaw section to fit within the established format of the Code of the Town of Medfield, or do or act anything in relation thereto.

(Town Counsel and Fire Chief)

VOTED: That this Article 22 be passed as printed in the Warrant
MOTION CARRIES 4/29/2019

Article 23. To see if the Town of Medfield will vote to create an overlay district consisting of the following parcels as shown on the map titled “Proposed Upper Spring Street Overlay District (USSOD)” dated 10/09/18 which is on file with the Town Clerk and Planning Department (37-044, 37-044-01 through 11, 37-046, 37-047, 37-048, 37-049, 37-197, 37-039, 37-040, 37-04, 37-042, 37-043, 37-045, 37-015, 37-033, 37-035, 37-036, 37-037, 37-034, 37-031, 37-032, 36-123, 37-029, 37-030);

And further, to see if the Town will vote to amend the Medfield Town Code Chapter 300 Zoning Attachment 1 Table of Use Regulations, by adding the new section **in bold** as follows:

	Use	A	RE	RT	RS	RU	B	BI	IE
1	Residential								
<u>EXISTING</u> 1.4.	Multi-family dwelling, including public housing for the elderly (See § 300-14. 15 & §300-14.16)	NO	NO	NO	NO	SPPB	NO	NO	NO
<u>PROPOSED</u> 1.4.a	Multi-family dwelling, including public housing for the elderly in the USSOD (See § 300-14. 15 & §300-14.16)	NO	NO	NO	NO	PB	NO	NO	NO

And further, to see if the Town will vote to amend the Medfield Town Code Chapter 300 Zoning Attachment 3 Table of Height and Bulk Regulations, by adding a new entry **in bold** as follows:

Minimum Required									
Zoning District	Use	Lots					Yards		
		Area* (square feet)	Perfect Square (feet)**	Frontage (feet)	Width (feet)	Depth (feet)	Front (feet)	Side (feet)	Rear (feet)
<u>EXISTING</u> RU	Multi-family dwelling (three units)	30,000	200x200	200	200	100	30	20	50
	Lot area per additional unit (4+ units)	8,000							
<u>PROPOSED</u> RU (USSOD)	Multi-family dwelling (three units)	24,000	200x200	200	200	100	30	20	50
	Lot area per additional unit (4+ units)	6,000							

And further, to see if the Town will vote to amend the Medfield Town Code Chapter 300-14.12. Site plan approval by Planning Board, by adding a new language **in bold** as follows:

- (1) For multifamily site plans for which more than one structure is proposed, placement of structures on the site is appropriate to the site and compatible with its surroundings. **To achieve this finding the Board shall review the proposal for:**
 - a. **There shall be no more than two garage bays (or two interior parking spaces as defined by the Zoning Bylaw) per unit and they should be oriented so that they are in character with the streetscape and surrounding properties.**
 - b. **Each dwelling unit should have access to private yard, patio, or other private outdoor space.**
 - c. **Negative visual impacts of the development, if any, are screened from adjacent properties and nearby streets by landscaping or other site planning techniques. The Planning Board, in its discretion, may require additional screened buffer zone for the privacy of directly abutting properties. Screening can include use of existing trees and plants, new vegetation, fencing, or a combination of these options.**
 - d. **Each parking space or driveway serving a multi-family dwelling shall be set back at least 10 feet from any side lot line and rear lot line and shall be designated on the site plan.**
 - e. **Adequate provisions for snow removal or on-site storage should also be demonstrated.**
 - f. **The access, egress, and internal circulation are designed to provide a network of pedestrian-friendly streetscapes.**
 - g. **The dwellings are sited and oriented in a complementary relationship to: each other, the common open space, and the adjacent properties.**

And further, to see if the Town will vote to amend the Code of the Town of Medfield Chapter 300 Zoning, Article 14 Administration and Enforcement Section 300-14.16 Inclusionary Zoning Bylaw by adding the new language shown in **bold** as follows:

300-14.16.A. Applicability.

- (1) In all zoning districts, the inclusionary zoning provisions of this section shall apply to the following uses:
 - (a) Any project requiring a special permit under Chapter 300, Zoning, Attachment 1, Table of Use Regulations, Section 1.4, **or Site Plan Approval under Chapter 300, Zoning, Attachment 1, Table of Use Regulations, Section 1.4.a** that results in a net increase of six or more dwelling units, as measured over a 10-year time period, whether by new construction or by the alteration, expansion, reconstruction, or change of existing residential or non-residential space.

Or do or act anything in relation thereto.

Article 23



Proposed Upper Spring
Street Overlay District

(Planning Board)

VOTED: That this Article 23 be passed as printed in the Warrant
PASSED BY THE REQUIRED 2/3 VOTE 4/29/2019

Article 24. To see if the Town will vote to amend the Code of the Town of Medfield Chapter 300 Zoning, Article 14 Administration and Enforcement Section 300-14.10 Special Permits by Board of Appeals by deleting Subsection E and its Sub-subsections (1) through (10) in their entirety and replacing them, as follows:

- E. After the public hearing required by Subsection C has been concluded, the Board of Appeals may grant a special permit if it concludes that a special permit is warranted by the application and the evidence produced at the public hearing and if it makes the following specific findings of fact:

- (1) Overall design is consistent and compatible with the neighborhood, including as to factors of building orientation, scale, and massing.
- (2) Vehicular traffic flow, access and parking and pedestrian safety are properly addressed such that the proposed use will not result in a public hazard due to substantially increased vehicular traffic or parking in the neighborhood.
- (3) Drainage, utilities and other infrastructure are adequate or will be upgraded to accommodate development.
- (4) The proposed use will not have any significant adverse effect upon properties in the neighborhood, including property values.
- (5) Project will not adversely affect or cause substantial damage to any environmentally significant natural resource, habitat, or feature or, if it will, proposed mitigation, remediation, replication, or compensatory measures are adequate.
- (6) Number, height, bulk, location and siting of building(s) and structure(s) will not result in abutting properties being deprived of light or fresh air circulation or being exposed to flooding or subjected to excessive noise, odor, light, vibrations, or airborne particulates.
- (7) Water consumption and sewer use, taking into consideration current and projected future local water supply and demand and wastewater treatment capacity, will not be excessive.
- (8) The proposed use will not create any hazard to public safety or health in the neighborhood.
- (9) If public sewerage is not provided, plans for on-site sewage disposal systems are adequate and have been approved by the Board of Health.

Or do or act anything in relation thereto.

(Planning Board/Zoning Board of Appeals)

VOTED: That this Article 24 be passed as printed in the Warrant
PASSED BY THE REQUIRED 2/3 VOTE 4/29/2019

Article 25. To see if the Town will vote to amend the Medfield Town Code Chapter 300 Zoning Attachment 1 Table of Use Regulations by updating the language used to cite regulatory references within the Zoning Bylaw (deleted text shown as ~~strikethrough~~, new text is shown in **bold**):

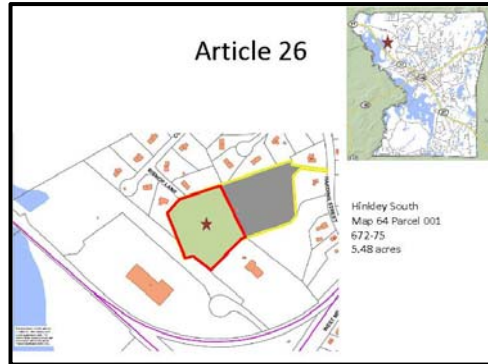
	Use	A	RE	RT	RS	RU	B	BI	IE
1	Residential								
1.5	Open space residential development (See Article 7 <u>§ 300-7</u>)	NO	SP	SP	SP	SP	NO	NO	NO
4	Commercial/Business (See Article 14 <u>§ 300-14</u>)								
4.21.	Commercial communications and television towers (See Article 17 <u>§ 300-17</u>)								
4.21a.	Personal wireless communications facilities (See Article 17 <u>§ 300-17</u>)								
4.30.	Adult uses (See Article 18 <u>§ 300-18</u>)								
4.32.	Large-scale solar photovoltaic facilities (see Article 19 <u>§ 300-19</u>)								
5	Wholesale and Manufacturing (See Article 14 <u>§ 300-14</u>)								
5.8.	Earth removal, transfer or storage (see Article 12 <u>§ 300-12</u>)								

Or do or act anything in relation thereto.

(Planning Board)

VOTED: That this Article 25 be passed as printed in the Warrant
PASSED BY THE REQUIRED 2/3 VOTE 4/29/2019

Article 26. To see if the Town will vote to authorize the Board of Selectmen to dispose of, by sale or ground lease, a parcel of Town-owned land shown as “Parcel A” (Hinkley South) on a plan of land captioned “Approval Not Required (ANR) Survey Medfield Senior Center



Medfield, Massachusetts” prepared by DiPrete Engineering, 990 Washington Street, Suite 101A, Dedham, MA 02026 dated June 26, 2018 and recorded at Norfolk County Registry of Deeds in Plan Book 672 at Page 75, containing 5.48 acres, according to said plan, together with access and utility easements over, under, and through abutting Town-owned land known as Lot 3, Ice House Road, to a private developer, pursuant to the provisions of G.L. Chapter 30B, Section 16, on such terms and conditions as the Board of Selectmen determine to be in Town’s interests, to develop and construct single- or two-family dwelling units, to be made available to senior households qualifying for market rate or affordable housing and, if deemed necessary or desirable, to authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts to enact special legislation to enable said development, and/or construction, or do or act anything in relation thereto.

(Affordable Housing Trust)

VOTED: that this Article 26 be passed as printed in the Warrant, except that the phrase “aged 62+” after the phrase “senior households” be added.
MOTION CARRIES BY THE REQUIRED 2/3 VOTE 4/29/2019

Article 27. To see if the Town will vote to amend the Code of the Town of Medfield Bylaws, Chapter 15 Affordable Housing Trust Fund by adding the new language shown in **bold** as follows and deleting the language shown as ~~strikethroughs~~:

Chapter 15. Affordable Housing Trust Fund

§ 15-3 **Composition.**

There shall be a Board of Trustees of the Medfield Affordable Housing Trust Fund, composed of one ex officio non-voting member and seven voting members. The Town Administrator or the Town Administrator's designee shall serve as the ex officio member. The voting members shall include: a member of the Board of Selectmen (chosen by the Board of Selectmen), ~~a member of the Affordable Housing Committee (chosen by the Affordable Housing Committee),~~ and ~~five~~ **six** members appointed by the Board of Selectmen, or do or act anything in relation thereto.

(Affordable Housing Trust)

VOTED: That this Article 27 be passed as printed in the Warrant
MOTION CARRIES 4/29/2019

Article 28. To see if the Town will vote to amend the Code of the Town of Medfield Chapter 10, Section 10-8 Notification of Appointment by striking said section in its entirety and substituting therefore the following:

Section 10-8 Town Clerk Duties

Section 10-8-1 Notification of Appointment

In addition to the duties required by law, the Town Clerk shall immediately notify in writing all members of committees that may be elected or appointed at any Town Meeting, stating the name of the committee and the business upon which they are to perform.

Section 10-8-2 Authority to Edit Town Code

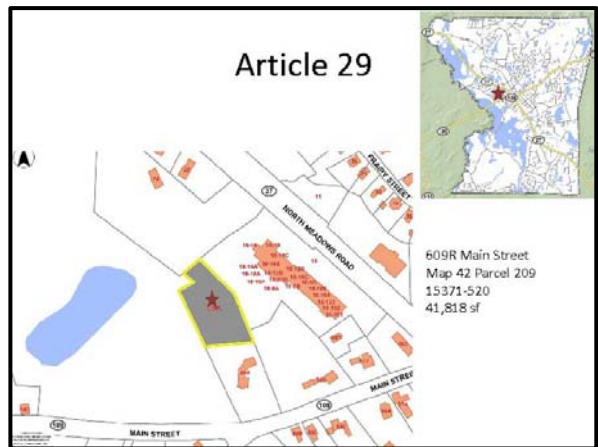
Whenever the Town Meeting votes to amend the Town Code, the Town Clerk is authorized to renumber, re-letter, and/or to take any other action necessary to reformat the amendment and any existing section(s) or provision(s) within an existing chapter to fit within the established format of the Code of the Town of Medfield.

Or do or act anything in relation thereto.

(Board of Selectmen)

VOTED: That this Article 28 be passed as printed in the Warrant
MOTION PASSES 4/29/2019

Article 29. To see if the Town will vote to authorize the Board of Selectmen to accept a gift of land from Michael R. Taylor and Theresa G. Taylor, consisting of an unimproved parcel of land containing approximately 41,818 square feet located off Main Street and shown



on Medfield Assessors Map 42 as Parcel 209, title reference: Norfolk County Registry of Deeds Book 15371, Page 520 for conservation purposes, or do or act anything in relation thereto.

(Board of Selectmen)

VOTED: That this Article 29 be passed as printed in the Warrant
MOTION CARRIES 4/29/2019

Article 30. To see if the Town will vote to appropriate a sum of money and determine in what manner said sum shall be raised for the purpose of hiring consultants, engineers, and/or attorneys to assist the Town with the development of the former Medfield State Hospital and surrounding areas, to advise the Town on matters concerning the site's disposition, reuse, or environmental remediation, said funds to be expended under the direction of the Board of Selectmen, with the understanding that the Board of Selectmen may authorize any other Town board, commission, committee or department to expend a portion of said fund for such purposes, or do or act anything in relation thereto.

(Board of Selectmen)

VOTED: To appropriate \$150,000 said sum to be raised on the FY20 tax levy for the purposes printed in the Warrant. **MOTION CARRIES 4/29/2019**

Article 31. To see if the Town will vote to appropriate a sum of money and determine in what manner said sum shall be raised for the purpose of adding additional amounts to the FY20 Operating Budgets, and further provided that the appropriation hereunder shall be subject to and contingent upon an affirmative vote of the Town to exempt the amounts from the limitations on taxes imposed by M.G.L. 59, Section 21C (Proposition 2 ½) so-called), or do or act anything in relation thereto.

(Board of Selectmen)

VOTED: TO DISMISS – (CONSENT CALENDAR 4/29/2019)

Article 32. To see if the Town will vote to authorize the Board of Assessors to use a sum of money from free cash in the Treasury for the reduction of the tax rate for the fiscal year 2020, or do or act anything in relation thereto.

(Board of Assessors)

VOTED: To authorize the Board of Assessors to use \$500,000 from Free Cash in the Treasury for the reduction of the tax rate for the Fiscal Year 2020. **PASSED 4/29/2019**

And you are directed to serve the Warrant by posting an attested copy thereof, in the usual place for posting warrants in said Medfield, seven days at least before the time of holding said Town Meeting.

Hereof fail not and make due return of this Warrant with you doings thereon, unto the Town Clerk at the time and place of the Town Meeting aforesaid. Given unto our hands this 2nd day of April, Two-Thousand and Nineteen.

Gustave H. Murby, Sr /s/
Osler L. Peterson /s/
Michael T. Marcucci /s/
BOARD OF SELECTMEN

By virtue of this Warrant, I have notified and warned the inhabitants of the Town of Medfield qualified to vote in elections and at town meetings, by posting attested copies of the same at five public places seven days before the date of the Town Meeting as within directed.

Constable: Paul Treggiari /s/

Date: April 3, 2019

A TRUE COPY ATTEST:
Carol A. Mayer, CMMC /s/
Town Clerk

**TOWN OF MEDFIELD
COMMONWEALTH OF MASSACHUSETTS
WARRANT FOR THE NOVEMBER 18, 2019
SPECIAL TOWN MEETING**

Norfolk, ss.

To the Constables of the Town of Medfield in said County, Greetings:

In the name of the Commonwealth, you are directed to notify and warn the Inhabitants of the Town of Medfield, qualified to vote in Town Meetings, to meet at the Amos Clark Kingsbury High School Gymnasium, located at 88R South Street in said Medfield on MONDAY THE EIGHTEENTH day of NOVEMBER, A.D., 2019 at 7:00 o'clock P.M., then and there to act on the following articles:

Article 1. To see if the Town will vote to appropriate the sum of \$73,497.77 from the Public, Educational, and Governmental (PEG) Access and Cable Related Fund to Medfield TV for the purpose of providing local cable access services, equipment, and programming for the Town of Medfield, or to take any other action related thereto.

VOTED: To appropriate the sum of \$145,356.71 from the Public, Educational, and Governmental (PEG) Access and Cable Related Fund to Medfield TV for the purpose of providing local cable access services, equipment, and programming for the Town of Medfield. **MOTION CARRIES (11/18/2019)**

Article 2. To see if the Town will vote to amend the Code of the Town of Medfield Chapter 300 Zoning by adding a new Article 300-20. Medfield State Hospital District, as follows, and further to amend the official zoning map by adding "Medfield State Hospital District and Subzones," as shown on attached "Figure 1" or do or act anything in relation thereto.

ARTICLE 300-20. MEDFIELD STATE HOSPITAL DISTRICT

Section 1. Purposes.

This Article sets forth the procedures and minimum requirements for the creation of the Medfield State Hospital District (MSHD) within the Town of Medfield in furtherance with Section 1-3 of the Zoning Bylaw. The purposes of the MSHD are to:

- (a) promote the reuse of the former Medfield State Hospital property and certain nearby properties by encouraging a balanced, mixed-use approach with housing, educational, recreational, cultural and commercial uses, with open space and with public access;
- (b) implement the goals and objectives of the Strategic Reuse Master Plan for Medfield State Hospital;
- (c) promote the public health, safety, and welfare by encouraging diversity of housing opportunities;
- (d) increase the availability of affordable housing by creating a range of housing choices for households of all incomes, ages, and sizes, and meet the existing and anticipated housing needs of the Town, as identified in the Medfield Housing Production Plan (2016);
- (e) ensure high quality site reuse and redevelopment planning, architecture and landscape design that enhance the distinct visual character and identity of the Medfield State Hospital area and provide a safe environment with appropriate amenities;
- (f) encourage preservation and rehabilitation of historic buildings;
- (g) encourage the adoption of energy and water efficient building practices and sustainable construction methods and practices;

- (h) establish design principles and guidelines and ensure predictable, fair and cost-effective development review and permitting;

Section 2. Definitions.

For purposes of this Article only, the following definitions shall apply. Capitalized terms used but not defined in this Article shall have the meanings ascribed to them in Article 2.

Administering Agency is the Medfield Board of Selectmen, or such other committee or organization as may be designated by the Medfield Board of Selectmen, with the power to monitor and enforce compliance with the provisions of this Article related to Affordable Housing, including but not limited to enforcement and oversight with respect to (i) rental rates and sales prices; (ii) income eligibility determinations for households applying for Affordable Housing; (iii) marketing of Affordable Housing pursuant to an approved housing marketing and resident selection plan; and (iv) recording of Affordable Housing Restrictions. In a case where the Administering Agency cannot adequately carry out its administrative duties, upon certification of this fact by the Medfield Board of Selectmen, such duties shall devolve to and thereafter be administered by an alternative committee or organization designated by the Medfield Board of Selectmen.

Affordable Homeownership Unit is a unit of Affordable Housing required to be sold to an Eligible Household.

Affordable Housing is one or more housing units subject to an affordable housing restriction, deed rider or other restriction running with the land that requires such units to be affordable to and occupied by Eligible Households.

Affordable Housing Restriction is an affordable housing restriction, deed rider or other restriction running with the land affecting one or more Affordable Units that meets the requirements set forth in MGL c. 184, §31 and this Article.

Affordable Rental Unit is a unit of Affordable Housing required to be rented to an Eligible Household.

Affordable Unit is either an Affordable Rental Unit or an Affordable Homeownership Unit.

Applicant is any person or entity having a legal or equitable interest in a Proposed Project or the authorized agent of any such person or entity.

Application is a petition for Plan Approval filed with the Plan Approval Authority by an Applicant and inclusive of all required documentation as specified in administrative rules adopted pursuant to Sections 9 and 10 of this Article.

Artist Live/Work Dwelling is a residential unit in which up to 50% of the gross floor area may be used for the production, display and sale of arts and crafts made on premises by the occupant of such unit. Additionally, for the purposes of this Article, this term shall also mean a building or buildings where a portion of the total space is used for residential purposes and other portions, not to exceed 50% of the gross floor area of the building or buildings are used for the production, display and sale of arts and crafts produced by the residents thereof.

As-of-Right is a use permitted under Section 5 of this Article without need for a special permit, variance, zoning amendment, or other form of zoning relief. A Proposed Project that requires Plan Approval by the Plan Approval Authority pursuant to Sections 9 through 13 shall be considered an as-of-right Proposed Project.

Assisted Living means housing units and associated facilities designed for the elderly who require daily assistance but who do not require nursing home care. An Assisted Living Housing Unit consists of a room or group of rooms for one or more persons with provisions for living and sleeping for the exclusive use of the individual or household unit. Assisted Living housing units may provide cooking and sanitary facilities. Associated or shared facilities may include common dining facilities with limited meals, housekeeping services, and common space for social, educational and recreational activities. Assisted Living provides personal services, medical monitoring and supervision. Assisted Living shall refer to certified Assisted Living Residences only, as defined and certified under MGL, Chapter 19D, and as regulated under 651 CMR 12.00

Best Management Practices (BMPs) are structural, vegetative, or managerial practices designed to treat, prevent, or reduce degradation of water quality due to stormwater runoff and snow melt.

Continuing Care Retirement Community (CCRC) is a building or group of buildings providing a continuity of residential occupancy and health care for elderly persons in the form of congregate housing. This facility includes dwelling units for independent living, assisted living facilities, memory care, or a skilled nursing care facility of a suitable size to provide treatment or care of the residents. Health services should range from health monitoring for the well-elderly, to assisted living in independent living units, to nursing home care on the same site. A CCRC may also include ancillary facilities for the further enjoyment, service, or care of the residents. The facility is restricted to persons sixty (60) years of age or older or married couples or domestic partners where either the spouse or domestic partner is sixty (60) years of age or older.

DHCD is the Massachusetts Department of Housing and Community Development or any successor agency.

Design Guidelines are the standards set forth in the document entitled, "Medfield State Hospital Strategic Reuse Plan," and the Medfield State Hospital District Design Guidelines established in this bylaw. The Design Guidelines are applicable to all Proposed Projects within the MSHD. A copy of the Design Guidelines is on file in the office of the Town Clerk and the office of the Town Planner.

Development Plan is a plan setting forth the proposed area, location and appearance of structures, open space and landscaping for a Proposed Project(s) within the MSHD, including proposed uses, densities, number and configuration of Affordable Units, dimensions, parking, loading, and traffic circulation.

Eligible Household is an individual or household with an annual income not greater than eighty percent (80%) of the area-wide median income as determined by United States Department of Housing and Urban Development (HUD), adjusted for household size, with income computed using HUD's rules for attribution of income to assets.

Eligible Subsidy means an affordable housing subsidy awarded to a Proposed Project, provided that DHCD recognizes units produced with such subsidy as eligible for listing on its Subsidized Housing Inventory.

HUD is the United States Department of Housing and Urban Development or any successor agency.

Live/Work Dwelling is a dwelling unit also used for a home occupation, provided: not more than one nonresident shall be employed therein; the use is carried on strictly within the dwelling unit and not within any ancillary structure; not more than 50% of the existing floor area is devoted to such use; there shall be no display of goods or wares visible from outside the dwelling unit; there shall be no advertising visible from outside the dwelling unit other than a small nonelectrical sign not to exceed one square foot in area and carrying only the name and occupation of any occupant of the dwelling unit such as physician, artisan, teacher, day nurse, lawyer, architect, engineer, clergyman, accountant, osteopath, dentist, and similar occupations or professions; the dwelling unit so occupied shall not be rendered objectionable or detrimental to the residential character of the neighborhood due to the exterior appearance, emission of odor, gas, smoke, dust, noise, electrical disturbance or in any other way; the dwelling unit shall include no features of design not customary in buildings for residential use. Such uses as clinics, barber shops, beauty parlors, tea rooms, real estate offices, tourist homes, animal hospitals, kennels and others of a similar nature shall not be considered home occupations.

Low Impact Development (LID) is an approach to environmentally friendly land use planning. It includes a suite of landscaping and design techniques that attempt to maintain the natural, pre-developed ability of a site to manage rainfall. LID techniques capture water on site, filter it through vegetation, and let it soak into the ground where it can recharge the local water table rather than being lost as surface runoff.

Low-Mid Rise Housing is a building of two or more stories with four or more units of residential housing.

Mixed Use means a Structure intended for use by both (a) one or more "Non-Residential Uses" listed in Table 1 of this Section and (b) one or more "Residential Uses" listed in Table 1 of this Section.

MSHD is the Medfield State Hospital District, which is a zoning district adopted under this Article that addresses the uses and dimensional regulations for development and redevelopment on the property formerly occupied by Medfield State Hospital, now owned by the Town of Medfield at the adoption of this bylaw.

MSHD Map is the map of the area within the Town of Medfield that comprises the approximately 135-acre Medfield State Hospital District, which map is entitled “Medfield State Hospital District” and dated December 2017.

PAA Rules means the administrative rules relative to the application requirements and contents for Plan Review adopted by the Plan Approval Authority pursuant to Sections 9 and 10.

Plan Approval means a favorable decision by the Plan Approval Authority on an Application.

Plan Approval Authority is the Medfield Planning Board, which shall be authorized to approve a Development Plan to implement a Proposed Project.

Plan Review is the procedure by which a Proposed Project within the MSHD is made subject to review by the Plan Approval Authority under the provisions of this Article. Plan Review shall be conducted pursuant to the PAA Rules.

Proposed Project is a residential, mixed-use, commercial or municipal development undertaken within the MSHD in accordance with the requirements of this Article and that involves the erection, extension, rehabilitation or substantial demolition of any structure or part thereof, or the change of use of any structure or land, for which the Applicant is required to obtain a building or use permit.

Required Number of Affordable Units means 15% of total units in a Proposed Project that has 20 units or less; 20% of total units in a Proposed Project that has between 21 and 49 units; and 25% of total units in a Proposed Project that has 50 units or more.

Single Family Cottage means a one-story, single family dwelling having a Net Floor Area less than 2,200 square feet.

Sub-Zone is a specific and defined area of land within the MSHD that is subject to specific requirements for allowable uses or dimensional requirements that may differ from the requirements for allowable uses or dimensional requirements in other specific and defined areas within the MSHD. The boundaries and the names of the Sub-Zones are referred to in Section 3.B of this Article.

Unrestricted Unit is a Dwelling Unit that is not restricted as to rent, price or eligibility of occupants.

Section 3. - Establishment of Medfield State Hospital District.

- A. **Establishment.** The Medfield State Hospital District is a district having a land area of approximately 135 acres in size that is imposed on the portion of the property shown on the MSHD Map. The MSHD Map is hereby made a part of the Zoning Bylaw and is on file in the office Town Clerk and the Office of the Planning Board.
- B. **Sub-Zones.** There are hereby established eight Sub-Zones within the MSHD. The sub-zones define areas for appropriate development density within the MSHD based on existing context and planned uses specified in the Strategic Reuse Master Plan. The sub-zones are:

1. MSH North.

- a. **The Green** is a broad open space defining the entry to the MSH campus.
- b. **Cottage/Arboretum** is an area in the southeast corner of MSHD currently occupied by deteriorating, wood frame dwellings and the location of a number of historic and rare specimen trees and shrubs.
- c. **Core Campus** is the central hilltop campus quadrangle consisting of 24 brick buildings.
- d. **North Field** is a rolling field to be maintained as passive open space, and possible agricultural use.

- e. **West Slope** is an area to the west of the main quadrangle overlooking the wooded Medfield Charles River State Reservation, with a few additional existing brick buildings and open land areas.
- f. **Water Tower** is an open area surrounding the existing town water tower, currently partially paved.

Section 4. - Applicability of MSHD.

- A. **Applicability of MSHD.** The MSHD is established to enable the implementation of the Medfield State Hospital Strategic Reuse Master Plan.
- B. **Administration, Enforcement and Appeals.** The provisions of this Article shall be administered by the Building Commissioner except as otherwise provided herein.

Section 5. - Permitted Uses.

The specific uses permitted and not permitted in MSHD in each specific sub-zone are enumerated in Table 1. All new construction in MSHD will require a site plan review and approval by the Planning Board. If the proposed rehabilitation of an existing building includes new construction, which will alter the existing footprint by more than ten percent, a site plan review and approval by the Planning Board will be required.

Permitted Uses.

In the following table of Use Regulations, symbols shall mean:

YES – A use permitted by right in the MSH District.

- SP -- A use which may be permitted in the MSH District by a Special Permit from the Board of Appeals in accordance with Section 14 of the Medfield Zoning Bylaw.
- PB -- A use which is permitted in the MSH District by Site Plan Approval from the Planning Board in accordance with Section 14 of the Medfield Zoning Bylaw.
- NO -- A use which is not permitted in the District.

Table 1. Permitted Uses in MSHD.

Use	MSH North					
	A. The Green	B. Cottage/Arboretum	C. Core Campus	D. North Field	E. West Slope	F. Water Tower
RESIDENTIAL USES						
Single-Family Cottages	NO	YES	NO	NO	NO	NO
Two and three-family dwellings	NO	YES	SP	NO	NO	NO
Multi-family Dwellings	NO	NO	YES	NO	YES	NO
Senior housing with or without supportive services	NO	YES	YES	NO	SP	NO
Artist Live/Work Dwelling	NO	NO	YES	NO	YES	NO
Live/Work Dwelling	NO	YES	YES	NO	YES	NO
Mixed-Use	NO	NO	YES	NO	YES	NO
NON-RESIDENTIAL USES						
Agricultural, Floriculture, Horticulture	NO	NO	NO	YES	YES	YES

Use	MSH North					
	A. The Green	B. Cottage/Arboretum	C. Core Campus	D. North Field	E. West Slope	F. Water Tower
Arboretum	Yes	YES	NO	YES	NO	NO
Community Gardens	NO	NO	PB	PB	PB	YES
Open Space	YES	YES	YES	YES	YES	YES
Hotel/ Inn/ Bed and Breakfast	NO	NO	SP	NO	YES	NO
Commercial Office	NO	NO	YES	NO	YES	NO
Distillery/ Brewery	NO	NO	SP	NO	SP	NO
Restaurant/ Café	NO	NO	YES	NO	YES	NO
Wellness/ Medical Office or Clinic	NO	NO	YES	NO	YES	NO
Food and Beverage Production	NO	NO	SP	NO	SP	NO
Retail Sales with less than 10,000 square feet of floor area open to the public	NO	NO	SP	NO	SP	NO

Use	MSH North					
	A. The Green	B. Cottage/Arboretum	C. Core Campus	D. North Field	E. West Slope	F. Water Tower
Research & Development	NO	NO	NO	NO	SP	NO
Light Manufacturing	NO	NO	NO	NO	SP	NO
Spa, Salon or Personal Service Establishments	NO	NO	PB	NO	PB	NO
Nursing Home/ Memory Care/ Assisted Living, Rehabilitation Center, Hospice, Continuing Care Retirement Community	NO	NO	PB	NO	PB	NO
Community Center or Social Club	NO	NO	YES	NO	NO	NO
Arts Center (Performance Space, Gallery, Exhibition, Museum, Arts Education)	SP	NO	YES	SP	YES	NO
Recreation, nonprofit or	NO	NO	PB	NO	PB	NO

Use	MSH North					
	A. The Green	B. Cottage/Arboretum	C. Core Campus	D. North Field	E. West Slope	F. Water Tower
municipal (buildings)						
Recreation, for-profit	NO	NO	PB	NO	SP and PB	NO
Passive Recreational Uses (outdoors)	YES	YES	YES	YES	YES	YES
Education, Museum	SP	NO	SP	SP	YES	NO
Governmental	NO	NO	SP	NO	SP	YES
Parking (shared-use and off-site)	SP	SP	PB	NO	PB	YES
Open Air Amphitheatre	SP	NO	NO	NO	NO	NO

Section 6. - Housing and Housing Affordability.

- A. **Housing Marketing and Selection Plan.** Prior to obtaining Plan Approval for any Proposed Project, the Applicant shall submit a housing marketing and resident selection plan that complies with the Town of Medfield's Inclusionary Housing Bylaw (Medfield's Inclusionary Bylaw is § 300-14.16) The Town has also adopted a Housing Production Plan to

advance inclusionary zoning. The town intends for a fair housing compliant residential selection process.

B. Number of Affordable Units. Not less than the Required Number of Affordable Units in Proposed Projects shall be Affordable Units. For purposes of calculating the Required Number of Affordable Units required within a Proposed Project, any fractional unit of 0.5 or greater shall be deemed to constitute a whole unit.

1. An individual building within a Proposed Project may have more or less than the Required Number of Affordable Units, provided that the aggregate number of Affordable Units within a Proposed Project is equal to or greater than the Required Number of Affordable Units calculated on the basis of the total number of units within the Proposed Project at the time Certificates of Occupancy for all buildings within the Proposed Project are issued.
2. Two Proposed Projects in which one project contains less than the Required Number of Affordable Units and one contains sufficient Affordable Units so that the Required Number of Affordable Units for both Proposed Projects is met may be proposed and approved together, provided that no certificate of occupancy shall be granted to the Proposed Project with fewer Affordable Units until a certificate of occupancy is granted to the Proposed Project with more Affordable Units.
3. The Town of Medfield may require submittal of a surety, bond or other financial guarantee to guarantee the construction of the Required Number of Affordable Units in a Proposed Project consisting of multiple buildings where the actual number of Affordable Units may be less than the Required Number of Affordable Units on a pro rata basis at any point during the construction process.

C. Requirements. Affordable Housing within the MSHD shall comply with the following requirements:

1. For an Affordable Rental Unit, the monthly rent payment, including utilities and parking, shall not exceed thirty percent

(30%) of the maximum monthly income permissible for an Eligible Household, assuming 1.5 persons per bedroom, unless other affordable program rent limits applicable to an Eligible Subsidy shall apply.

2. For an Affordable Homeownership Unit, the monthly housing payment, including mortgage principal and interest, private mortgage insurance, property taxes, condominium and/or homeowner's association fees, insurance and parking, shall not exceed thirty percent (30%) of the maximum monthly income permissible for an Eligible Household, assuming 1.5 persons per bedroom unless other affordable program limits applicable to an Eligible Subsidy shall apply.
3. Affordable Housing offered for rent or sale shall be rented or sold to and occupied only by Eligible Households.

D. **Design and Construction.** Affordable Units shall be dispersed throughout the Proposed Project of which they are part, shall be comparable in construction quality equivalent to that of other housing units in the Proposed Project and shall have exteriors that are equivalent in design and materials to the exteriors of other housing units in the Proposed Project. The total number of bedrooms in the Affordable Housing shall be proportionate to the total number of bedrooms in all of the units in a Proposed Project of which the Affordable Housing is part.

E. **Affordable Housing Restriction.** Each Affordable Unit shall be subject to an Affordable Housing Restriction recorded with the Norfolk County Registry of Deeds or Norfolk County Registry District of the Land Court, as applicable that must be senior in priority to all mortgages and other liens on the Proposed Project and that must include, at a minimum, the following:

1. a specification of the term of the Affordable Housing Restriction which shall be in perpetuity;
2. the name and address of one or more agencies designated with the power to monitor and enforce the Affordable Housing Restriction, including the Administering Agency;

3. a description of the Affordable Units by address and number of bedrooms, a description of the Proposed Project and an indication whether the Units are Affordable Rental Units or Affordable Homeownership Units;
4. a reference to a marketing and resident selection plan to which the Affordable Housing is subject and that includes an affirmative fair housing marketing program, including public notice and a fair housing compliant resident selection process. The marketing and resident selection plan may provide for local preferences in resident selection to the extent consistent with applicable law. The plan shall designate the household size appropriate for an Affordable Unit with respect to bedroom size and provide that preference for such Affordable Unit shall be given to a household of appropriate size;
5. a requirement that buyers or tenants will be selected at the initial sale or initial rental and upon all subsequent sales and rentals from a list of Eligible Households compiled in accordance with the marketing and resident selection plan;
6. reference to the formula pursuant to which rent of an Affordable Rental Unit or the maximum sale/resale price of an Affordable Homeownership Unit will be set;
7. a statement that the Affordable Housing Restriction is intended to have lien priority over all mortgages and other monetary encumbrances;
8. a requirement that only an Eligible Household may reside in an Affordable Unit and that notice of any lease or sublease of an Affordable Unit shall be given to the Administering Agency;
9. a provision for effective monitoring and enforcement of the terms and provisions of the Affordable Housing Restriction by the Administering Agency;
10. a provision that the Affordable Housing Restriction on an Affordable Homeownership Unit shall run in favor of the Administering Agency and the Town in a form approved by

municipal counsel, and shall limit initial sale and re-sale and occupancy to Eligible Households;

11. a provision that the Affordable Housing Restriction on an Affordable Rental Unit shall run in favor of the Administering Agency and the Town in a form approved by the municipal counsel, and shall limit rental and occupancy to Eligible Households;
12. a provision that any owner or manager of any Affordable Rental Unit shall file an annual report to the Administering Agency, in a form specified by that agency, certifying compliance with the provisions of this Article and containing such other information as may be reasonably requested in order to ensure affordability; and
13. a requirement that residents in Affordable Housing provide such information as the Administering Agency may reasonably request in order to ensure continuing affordability eligibility.

F. **Administering Agency.** The Administering Agency shall ensure the following:

1. prices of Affordable Homeownership Units and rental rates for Affordable Rental Units are properly computed;
2. income eligibility of households applying for Affordable Housing is properly and reliably determined;
3. the marketing and resident selection plan conforms to all requirements and is properly administered;
4. sales and rentals are made to Eligible Households chosen in accordance with the marketing and resident selection plan; and
5. each Affordable Housing unit is encumbered by an Affordable Housing Restriction that meets the requirements of this Article and is properly recorded.

G. **Age Restrictions.** The MSHD does not impose age restrictions on Proposed Projects, but the development of specific Proposed Projects

within the MSHD may be exclusively for the elderly, persons with disabilities, or assisted living. Any Proposed Project that includes age-restricted residential units shall comply with applicable fair housing laws and regulations.

- H. **Computation.** Prior to the granting of any building permit for any housing component of a Proposed Project, the Applicant must demonstrate, to the satisfaction of the Administrating Agency, that the method by which the affordable rents or affordable purchase prices will be computed is consistent with DHCD guidelines for affordability applicable to the Town of Medfield.

Section 7. Dimensional Requirements.

The dimensional requirements set forth as set forth in Table 3 Design Guidelines for MSHD and Dimensional Requirements shall apply to all Proposed Projects in the MSHD and are incorporated herein by reference

- A. **Mixed-Use.** The total gross floor area devoted to non-residential uses within a mixed-use building shall not exceed eighty-five percent (85%) of the total gross floor area of the Proposed Project.
- B. **Architectural Access Board and Americans with Disabilities Act.** Notwithstanding the above, minor footprint extensions shall be permitted if necessary to comply with requirements of the Massachusetts Architectural Access Board or the Americans with Disabilities Act.

Section 8. - Parking Requirements.

The following parking requirements shall be applicable in the MSHD. The purpose of these parking requirements is to encourage the MSHD to be pedestrian-friendly, with alternative travel modes encouraged, including the use of bicycles and automated electric vehicles. (AEVs), as appropriate. Parking requirements within the MSHD are as follows:

- A. **Location and Landscaping.** Parking areas and lots should be landscaped and dispersed throughout the MSHD as outlined in the Medfield State Hospital Strategic Reuse Master Plan. Parking lots should be connected

with pedestrian walkways and the sidewalk and trail system. Parking lots in the Core Campus Sub-Zone shall be minimized.

1. Low Impact Design (LID) landscaping is required for each parking area. LID Landscaping Plans shall denote a drainage design where seventy-five percent (75%) or more of the first half inch of stormwater runoff from impervious surfaces is treated for water quality by a combination of LID techniques in accordance with the most recent version of the Massachusetts DEP Stormwater Management Manual. Acceptable LID techniques shall include vegetated swales, rain gardens or bioretention facilities, permeable pavers, infiltration facilities and constructed wetlands. Cisterns and grey water systems that recycle stormwater runoff may also be included in these calculations. Native plants shall be used whenever possible. Invasive species shall be avoided.
2. With respect to parking areas that will contain fewer than ten (10) spaces, compliance with respect to the design standards set forth in this Article shall be determined by the Zoning Enforcement Officer.

B. Minimum Parking Space Requirements. Table 2 contains the minimum parking requirements for the MSHD.

C. Handicap Access Parking. All off-street parking areas with eight or more parking spaces shall contain spaces designed for handicapped access. In addition to the regulations herein, all off-street parking facilities must comply with the currently applicable “Rules and Regulations of the Architectural Access Board of the Commonwealth of Massachusetts” to the extent the same are in force and effect.

D. Shared Parking. The use of shared parking to fulfill parking demand for uses with demands at different times of the day may be permitted by the Plan Approval Authority if the Applicant can demonstrate that shared parking spaces will meet parking demands by using accepted methodologies (e.g., the Urban Land Institute Shared Parking Report, ITE Shared Parking Guidelines, or other approved studies).

E. Reduction of Parking Requirement. The required amount of parking may be reduced at the discretion of the Plan Approval Authority upon a showing that the lesser amount of parking will not cause excessive congestion or endanger public safety and that the lesser amount of parking will provide positive environmental or other benefits. The Plan Approval Authority may consider:

1. Shared use parking spaces serving uses having a peak user demand at different times;
2. Age, income or other characteristics of the likely occupants that are likely to result in lower motor vehicle usage;
3. Such other factors as may be considered by the Plan Approval Authority, including whether the reduction of parking requirements is likely to encourage the use of public transportation; shared transport services such as taxi-cabs, ride-sharing or short-term vehicle rentals; or encourage the development to be more pedestrian friendly.
4. Impact of the parking requirement on the physical environment and historic resources of the affected lot or the adjacent lots including reduction in green space, destruction of significant existing trees and other vegetation, significant negative impact on historic resources or impairment of the integrity of the historic MSH landscape.

F. Off-site Parking. Required parking may be located at nearby sites within the MSHD district.

G. Parking Maximums. The proposed amount of parking to be provided shall not exceed 180% of the minimum parking requirements set forth in Table 2.

H. Electric Vehicle Charging Stations. Electric vehicle charging stations shall be provided at a ratio of 1 charging station per 35 vehicles.

I. Bicycle Parking. In addition to motor vehicle parking, bicycle parking shall be provided. One bicycle parking space per seven residential dwelling units shall be provided. For non-residential uses, 1 bicycle parking space per ten motor vehicle parking spaces shall be provided.

Table 2. Minimum Required Motor Vehicle Parking for Development by Land Use/Building Type in MSHD.

Land Use	Required Minimum Parking		
Senior Housing (SF cottages)	1	per	Unit
Duplexes or Triplexes	2	per	Unit
Low / Mid-Rise Housing	1.23	Per	Unit
Senior Adult Housing – Attached	0.59	Per	Unit
Assisted Living/ Nursing Care	0.41	Per	Unit
Office Building	2.84	Per	1,000 sf
Hotel or Inn	1.2	Per	Occupant Room
Function Space	1	per	40 sf of Function Space
Live Theatre	0.25	Per	Seat
Library, Art Center, Community Facility	2.61	Per	1,000 sf
Restaurant/ Café	0.2	Per	Seat
Retail	2.87	per	1000 sf
Education/ Classroom	1	Per	5 Seats in a Classroom

When units or measurements that determine the number of required parking spaces for motor vehicles or bicycles result in a requirement of a fractional space, a fraction over 1/2 shall require one parking space.

Section 9. - Application for Plan Approval.

The Plan Approval Authority shall adopt and file with the Town Clerk PAA Rules relative to the application requirements and contents for Plan Review. The Plan Review process encompasses the following:

- A. Pre-Application Review:** The Applicant is encouraged to participate in a pre-application review at a regular meeting of the Plan Approval Authority. The Applicant and/or its designee and the Applicant's engineering and other technical experts should attend in order to facilitate pre-application review and to obtain the advice and direction of the Plan Approval Authority prior to filing the Application. At the pre-application review, the Applicant shall outline the proposal and seek

preliminary feedback from the Plan Approval Authority, other municipal review entities, and members of the public.

B. Application Procedures. An Application shall be filed by the Applicant with the Town Clerk. A copy of the Application, including the date of filing of the Application, shall be filed simultaneously by the Applicant with the Plan Approval Authority. Application submissions must include a hard copy as well as an electronic copy in PDF, and in CAD format for plan documents. Said filing shall include any required forms provided by the Plan Approval Authority. As part of any Application for a Proposed Project, the Applicant must submit the following documents, if applicable, to the Plan Approval Authority and the Administering Agency:

1. Evidence that the Proposed Project complies with the cost/rent and eligibility requirements of Section 6;
2. Proposed Project plans that demonstrate compliance with the design and construction standards of Section 6 and the Design Guidelines; and
3. A form of Affordable Housing Restriction that satisfies the requirements of Section 6.

C. Required Documentation. The Application shall be accompanied by a Development Plan and supporting documentation in a form specified by the PAA Rules that shall show, among other data, the following.

1. The perimeter dimension of the lot or development rights area;
2. Assessor's Map, lot and block numbers.
3. All existing and proposed buildings, structures, building setbacks, parking spaces, driveway openings, distances between buildings, viewsheds, exterior measurements of individual buildings, driveways, service areas, and open areas;
4. Internal roads, sidewalks and parking areas for motor vehicles and bicycles (with dimensions of paving and indication of number of parking spaces);

5. All facilities for sewage, refuse and other waste disposal and for surface water drainage.
6. All proposed and existing landscaping features, such as fences, walls, planting areas, viewsheds, walkways, seating areas, or gathering areas in and within 300 feet of the development area;
7. Existing major natural features, including streams, wetlands, and all trees five inches or larger in caliper (caliper is the girth of the tree at approximately waist height).
8. Scale and North arrow (minimum scale of one-inch equals 40 feet);
9. Total site area in square footage and acres and areas to be set aside as public open space, if appropriate;
10. Percentage of lot coverage, including the percentage of the lot covered by buildings and percentage of open space, if appropriate;
11. The proposed residential density in terms of dwelling units per acre and types of proposed commercial uses in terms of the respective floor area, and recreation areas, and number of units proposed by type; number of one-bedroom units; two-bedroom units, etc., if appropriate.
12. Location sketch map (indicating surrounding streets and properties and any additional abutting lands owned or controlled by the Applicant).
13. Representative elevation sketches of buildings (indicate height of building and construction material of the exterior façade).
14. Typical unit floor plan for residential uses (Floor plan should be indicated for each type of unit proposed: either one bedroom, two-bedrooms or more.) The area in square feet of each typical unit should be indicated.
15. Developer's (or developer's representative) name, address and phone number.

16. Draft marketing and resident selection plan as required in Section 6.
 17. Any other information, which may include required traffic, school and/or utilities impact study, in order to adequately evaluate the scope and potential impacts of the Proposed Project.
- D. **Rehabilitation Plans.** If living quarters are to be rehabilitated, or areas to be converted into living quarters, in addition to the required Development Plan, copies of the following plans shall be furnished:
1. A floor plan of each floor on which remodeling is to be done or areas converted into living quarters;
 2. A floor plan showing the stairways, halls, door openings into and exit doors of each floor or floors where remodeling or converting is to be done; and
 3. An elevation of the parts of the building where outside stairways or fire escapes are to be located.

The plans and elevations shall be clearly illustrated. The scale of each plan should be ¼ inch equals one foot or larger.

- E. **Additional Documentation & Certifications.** The Application shall also be accompanied by other such plans and documents as may be required by the Plan Approval Authority to make the findings required by Section 11 below. All Development Plans, including site plans, landscape plans and building plans and elevations shall be prepared, as appropriate, by an architect, landscape architect, and/or civil engineer licensed in the Commonwealth of Massachusetts. All plans shall be signed and stamped, and drawings prepared at a scale of one-inch equals forty feet (1"=40') or larger, or at a scale as approved in advance by the Plan Approval Authority. Upon written request, the Plan Approval Authority may, at its discretion, waive the submission by the Applicant of any of the required information, so long as the Applicant provides some written information on each of the above items and explains why a waiver from a requirement for more detailed information is appropriate.

- F. Application Fee.** The Applicant shall be required to pay the application fee at the time of Application as set forth in the PAA Rules.
- G. Circulation of Application.** Upon receipt of a complete Application by the Plan Approval Authority, the Plan Approval Authority shall distribute the Application to the Administering Agency, the Affordable Housing Committee, the Affordable Housing Trust, the Board of Health, the Board of Selectmen, the Building Commissioner, the Conservation Commission, the Fire Chief, the Medfield Historic Commission, the Farm & Hospital Historic District Commission, the Housing Authority, the Town Planner, the Police Chief, the Public Works Department, and the Water & Sewer Commission for review and comment. Any reports from these parties shall be submitted to the Plan Approval Authority within thirty (30) days after filing of the Application.

Section 10. Plan Review Procedures.

- A. Hearing.** The Plan Approval Authority shall hold a public hearing for which notice has been given as set forth below. The public hearing and review of all Applications shall be in accordance with the procedures of this Article and the Medfield Zoning Bylaw. The Plan Approval Authority shall, at the Applicant's expense, provide mail notice of said hearing to all parties in interest in accordance with the procedures set forth in MGL c. 40A, §11.
- B. Notice of Public Hearing.** Notice shall be given by publication in a newspaper of general circulation in the

Town once each of two successive weeks, the first publication to be not less than fourteen (14) days before the day of the hearing and by posting in a conspicuous place in the Town Hall for a period of not less than fourteen (14) days before the day of such hearing. In all cases, where notice to individuals, municipal officers, agencies or boards is required, notice shall contain the name of the Applicant, a description of the area or premises, street address, if any, or other adequate identification of the location that is the subject of the Application, the date, time, and place of the public hearing, the subject matter of the hearing, and the nature of action requested, if any. No such hearing shall be held on any day on which a state or municipal election, caucus or primary is held.

- C. Administering Agency Review.** Prior to granting of any Plan Approval for a Proposed Project, the Applicant must demonstrate to the satisfaction of the Administering Agency, if applicable (i) that the method by which affordable rents or affordable purchase prices will be computed and Eligible Households will be selected are consistent with Section 6, (ii) that the proposed Affordable Housing Restriction meets the requirements of Section 6 and (iii) that the Proposed Project otherwise complies with the provisions of Section 6. Upon making this finding, the Administering Agency shall submit in writing to the Plan Approval Authority notice that the affordability components of the Proposed Project are consistent with the provisions of Section 6.
- D. Peer Review Fees:** The Applicant shall be required to pay for reasonable consulting fees to provide peer review of the Application for the benefit of the Plan Approval Authority, pursuant to MGL c.44 §53G. Such

fees shall be held by the Town in a separate account and used only for expenses associated with the review of the Application by outside consultants, including, but not limited to, attorneys, engineers, urban designers, historic preservation consultants, housing consultants, planners, landscape architects and others. Any surplus funds remaining after the completion of such review shall be returned to the Applicant, without interest. All peer reviewers shall be licensed in the Commonwealth of Massachusetts in their respective disciplines and recognized as an authority in their specialty.

Section 11. - Plan Approval Decision.

- A. Plan Approval Decision.** The Plan Approval Authority shall make a decision on an Application and shall file said decision, together with the detailed reasons therefor, with the Town Clerk, within one hundred and eighty (180) days of the receipt of the Application by the Town Clerk. The required time limit for public hearings and taking of action by the Plan Approval Authority may be extended by written agreement between the Applicant and the Plan Approval Authority, with a copy of such agreement being filed with the Town Clerk. Failure of the Plan Approval Authority to take action within said one hundred and eighty (180) days or extended time, if applicable, shall be deemed to be Plan Approval of the Application.
- B. “Failure to Act” De facto Approval.** An Applicant who seeks Plan Approval because of the Plan Approval Authority’s failure to act on an Application within the one hundred eighty (180) days or extended time, if applicable, must notify the Town Clerk in writing of such

Plan Approval, within fourteen (14) days from the expiration of said time limit for a decision. Such notice shall state that a copy of the notice has been sent by the Applicant to the parties in interest by mail and such notice shall specify that appeals, if any, shall be made pursuant to the Zoning Enabling Act and shall be filed within twenty (20) days after the date the Town Clerk received such notice from the Applicant that the Plan Approval Authority failed to act within the time prescribed.

- C. Form of Decision.** The Plan Approval Authority's findings, including the basis of such findings, shall be stated in a written decision of Plan Approval, conditional Plan Approval, or denial of the Application. The written decision shall contain the name and address of the Applicant, identification of the land affected and its ownership, and reference by date and title to the plans that were the subject of the decision. The written decision shall certify that a copy of the decision has been filed with the Town Clerk and that all plans referred to in the decision are on file with the Plan Approval Authority. The decision of the Plan Approval Authority, together with the detailed reasons therefor, shall also be filed with the Building Commissioner. A copy of the decision shall be mailed to the owner and to the Applicant, if other than the owner, by the Plan Approval Authority. A notice of the decision shall be sent to the parties in interest and to persons who requested a notice at the public hearing.
- D. Waivers.** Upon request of the Applicant, the Plan Approval Authority may waive dimensional and other requirements set forth in the MSHD in the interests of design flexibility and overall project quality, and upon a finding that such variation is consistent with the overall

purpose and objectives of the MSHD and advances the goals and objectives of the Medfield State Hospital Strategic Reuse Master Plan, or if it finds that such waiver will allow the Proposed Project to achieve the density, affordability, mix of uses, and/or physical characteristics allowable under the provisions of the MSHD.

- E. Project Phasing.** The Authority, as a condition of Plan Approval, may allow a Proposed Project to be phased at the request of the Applicant, or it may require a Proposed Project to be phased for the purpose of coordinating development with the construction of planned infrastructure upgrades or to mitigate any extraordinary adverse project impacts on nearby properties, either within or without the MSHD. For Proposed Projects that are approved and developed in phases, the total number of Affordable Units in the Proposed Project shall not, at any time, be less than a pro rata portion of the Required Number of Affordable Units applicable to the entire Proposed Project.
- F. Criteria for Plan Approval.** An Application shall be reviewed by the Plan Approval Authority for consistency with the purpose and intent of this Article. The Plan Approval Authority shall approve the Proposed Project upon the following findings:

 - 1. The Applicant submitted the required fees and information as set forth in the PAA Rules;
 - 2. The Proposed Project and Development Plan as described in the Application meet all of the requirements and standards set forth in this Article and applicable Design Guidelines for the

MSHD, or a waiver has been granted therefrom;
and

3. Any extraordinary adverse potential impacts of the Proposed Project on nearby properties have been adequately mitigated.

For a Proposed Project subject to the Affordability Requirements of Section 6, compliance with Section 9.B above shall include written confirmation by the Administering Agency that all requirements of Section 6 have been satisfied, as described in Section 10.C above.

G. Criteria for Conditional Approval. The Plan Approval Authority may impose conditions on a Proposed Project as necessary to ensure compliance with the requirements of this Article and applicable Design Guidelines or to mitigate any extraordinary adverse impacts of the Proposed Project on nearby properties.

H. Criteria for Plan Disapproval. The Plan Approval Authority may deny an Application pursuant to this Article only if the Plan Approval Authority finds one or more of the following:

1. The Proposed Project does not meet the requirements and standards set forth in this Article or the applicable Design Guidelines;
2. The Applicant failed to submit information and fees required by this Article and necessary for an adequate and timely review of the design of the Proposed Project or potential impacts of the Proposed Project; or

3. It is not possible to adequately mitigate significant adverse impacts of the Proposed Project on nearby properties by means of suitable conditions.
- I. **Validity of Decision.** A Plan Approval shall not lapse, provided that construction has commenced within two (2) years after the decision is issued, which time shall be extended by the time required to adjudicate any appeal from such Plan Approval. Said time shall also be extended by the Plan Approval Authority upon a showing by the Applicant that the Applicant is actively pursuing other required permits for the Proposed Project or there is other good cause for the failure to commence construction or as may be provided in a Plan Approval for a multi-phase Proposed Project.
- J. Upon approval of a Proposed Project by the Plan Approval Authority, but prior to construction, a pre-construction conference must be held with the Town Planner, the Building Commissioner and any other Town staff that the Building Commissioner or the Town Planner considers appropriate. Prior to first occupancy, a pre-Certificate of Occupancy meeting must be held with the Town Planner, the Building Commissioner and any other Town staff that the Building Commissioner or the Town Planner considers appropriate.

Section 12. Change In Plans After Approval.

- A. Minor Change.** After Plan Approval, an Applicant may apply to make minor changes in a Proposed Project involving minor utility or building orientation adjustments, or minor adjustments to parking or site details that do not affect the overall buildout or building envelope of the site, or provision of open space, number of housing units, housing need or affordability features. Such minor changes must be submitted to the Plan Approval Authority on application forms provided by the Plan Approval Authority, including, if appropriate, redlined prints of the approved plan reflecting the proposed change(s). The Authority may authorize such changes without the need to hold a public hearing and shall set forth any decision in accordance with Section 11 above.
- B. Major Change.** Any change deemed by the Plan Approval Authority to constitute a major change to a Proposed Project because the nature of the change in relation to the prior approved plan, or because such change cannot be appropriately characterized as a minor change as described above, shall be processed by the Plan Approval Authority as a new Application pursuant to this Article.

Section 13. - Design Guidelines.

Any Proposed Project undergoing the Plan Approval process shall be subject to Design Guidelines as set forth in this Article. The purpose of the Design Guidelines is to ensure that new development shall be of high quality, and shall be compatible with the character of building types, streetscapes, and other community features traditionally found in the area of the MSHD. The Design Guidelines may be supplemented from time to time by the Plan Approval Authority.

A. Campus Character & Context. The Medfield State Hospital campus is a unique setting both for its historic buildings and its natural features. Characterized by a clear campus “quadrangle” atop a hill crest, the main campus offers views of rolling hills, forested areas, and the Medfield Charles River Gateway to the west. Maintaining these view-sheds is a top priority for the site, and has informed strategies for renovation and new construction, parking and landscape planting.

1. Campus Setting.

a. **Medfield State Hospital Campus.** New construction on the main campus area is limited in order to maintain consistent rhythm of perimeter buildings and views between the buildings to the surrounding landscape. New development shall be compatible in relationship to the campus context and surrounding structures in terms of solid to void massing, rhythm and spacing between buildings, setback patterns of buildings and porches, overall building massing and form.

(1) The view-shed between buildings, especially to the north, west and south is to be maintained.

(2) The rhythm/ spacing of buildings of the core campus should be maintained.

- (3) Reuse of existing buildings and new construction should orient structures toward the primary street, and main building entries should be from the primary street. (Refer to “Frontage” in Table XII-5 for additional information.)
- (4) Appropriately designed additions which respect existing building features permitted at the rear of buildings.
- (5) Additions linking buildings are permitted on the east side of the Core Campus only, where they least disrupt view-sheds.
- (6) Links on the East Perimeter of the Core Campus should be set back from the inner street face of buildings and appear to be distinct in materials; glazing is preferred.

B. Historic Preservation. Adherence to the Secretary of the Interior’s Standards for Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating & Reconstructing Historic Buildings is a core part of preservation of the Medfield State Hospital properties. Within the standards, the Secretary of the Interior’s Standards for Rehabilitation provide the best guidance for the Medfield State Hospital Redevelopment. Principles for preservation include:

1. Removal or alteration of historic features is discouraged; repair is preferred.
2. Replacement of historic materials or features should be based on evidence, and new materials should match those being replaced as best possible.
3. Additions should not impact integrity of the original building if removed in the future.
4. **Cleaning, Repair and Replacement.** Specific approaches for dealing with cleaning, repair and replacement of materials are as follows:
 - a. Retain & repair original materials wherever possible.
 - b. Replace deteriorated material with matching materials.
 - c. Match masonry and mortar as closely as possible.
 - d. Clean masonry with gentlest method possible.
 - e. Avoid using waterproofing or water repellent coatings on masonry.
 - f. Do not paint masonry.

Table 3. Design Guidelines for MSHD and Dimensional Requirements.

Sub-Zone/ Area	Footprint	Frontage	Height
Core Campus: West Perimeter of Quad	Limited to existing building footprints, plus the area of previous porches.	Maintain line of existing building frontage facing the quadrangle.	Maintain height, cornice line and floor-to-floor levels consistent with existing structures. (See section 13.C-1.)
Core Campus: North Perimeter of Quad	Limited to existing building footprints. Extensions to the north are possible but not to exceed 100% of the existing footprint. Planning Board approval required.	Maintain line of existing building frontage facing the quadrangle.	Maintain height, cornice line and floor-to-floor levels consistent with existing structures. (See section 13.C-1.)
Core Campus: East Perimeter of Quad	Limited along East Street to existing building footprints, plus the area	Maintain line of existing building frontage facing the quadrangle.	Maintain height, cornice line and floor-to-floor levels consistent with existing

Sub-Zone/ Area	Footprint	Frontage	Height
	<p>of previous porches. Connections between buildings are allowed, with a maximum footprint of 2,000 SF each. Planning Board approval required. New construction permitted on site of former TB Cottage, east of South Street and west of Stonegate Drive.</p>	<p>New link construction should be set back from the inner street face of buildings, and appear to be distinct in materials; glazing preferred.</p>	<p>structures. (See section 13.C-1.)</p>
<p>Core Campus: South Perimeter of Quad</p>	<p>Limited to existing building footprint; additions or extensions are prohibited.</p>	<p>Maintain line of existing building frontage facing the quadrangle.</p>	<p>Maintain height, cornice line and floor-to-floor levels consistent with existing structures. (See section 13.-1.)</p>

Sub-Zone/ Area	Footprint	Frontage	Height
Core Campus: Core of Quad	Where additions to existing structures are permitted per the Master Plan, footprint of addition not to exceed 50% of existing footprint. If Building 27B is demolished, new construction of up to 50% of the existing building footprint may be permitted, subject to design review. Planning Board approval required.	N/A	Maintain height, cornice line and floor-to-floor levels consistent with existing structures. (See section 13.C-1.)
West Slope	Limited to existing building footprints, with the exception of the area north	N/A	Maintain height, cornice line and floor-to-floor levels consistent with existing structures (See

Sub-Zone/ Area	Footprint	Frontage	Height
	of North Street, where new construction residential uses are permitted.		section 13.C-1.), with the exception of the area north of North Street where a maximum of 40 feet to the lower edge of the roof eave is permitted.
Cottage Arboretum	New construction with a maximum footprint of 3,600 SF is permitted; new construction should be sited so as not to impact or remove existing specimen trees.	Minimum 15 feet, and maximum of 30 feet from the edge of the ROW.	Maximum 35 feet to peak of roof.
Water Tower	New construction prohibited, with the exception of	N/A	Maximum 12 feet to the bottom of the roof eave for accessory

Sub-Zone/ Area	Footprint	Frontage	Height
	parking with solar panels above, single story accessory structures for parking and community gardens, and for public water supply purposes.		parking structures.
North Field	New construction of structures that support public recreation and arts use allowed through special permit. Structures must not impact the viewshed or night sky. The portion of the North Field area that may have new construction with a Special	Structures must be sited so as not to impact the viewshed.	

Sub-Zone/ Area	Footprint	Frontage	Height
	Permit may not exceed 360 feet north of the centerline of North Street.		
The Green	New construction of structures that support public recreation and arts use allowed thru special permit. Structures must not impact the viewshed or night sky. The maximum percentage of lot coverage as defined in §300.2.1 shall be no more than thirty percent (30%).	Structures must be sited so as not to impact the viewshed.	

- C. Buildings.** To address how rehabilitation and new construction projects best fit in with the established context of the campus, the design guideline criteria for buildings address massing and form, site relationships, orientation, fenestration and materials.

1. Design & Massing

- a. Existing Building Character.** The existing campus buildings on the MSH campus are characterized by:

- (1) Steep-pitched, slate roofs with dormers, clerestories and chimneys.
- (2) A three-part massing consisting of: a base (an exposed basement/ lower level), a two-story section with generous floor to floor heights, and a steep pitched roof.
- (3) Wood porches and entry stairs protrude from the main brick building massing.

- b. Building Rehabilitation.** Effort should be made to rehabilitate existing structures in order to maintain the historic campus setting. To this end:

- (1) Building features removed over time, such as verandas, porches and entry stoops should be reconstructed or may be

integrated into the building as part of new uses.

- (2) New construction need not replicate existing buildings, but should reflect the massing, floor heights and character of the existing buildings in order to promote a consistent appearance across the campus.
- (3) New construction should match the cornice height and floor-to-floor dimension of existing buildings in order to reflect the scale of the campus setting.
- (4) Any new construction should maintain a consistent building line relative to the street in the Core Campus area.
- (5) New construction should maintain a distance between structures, existing or new, that is consistent with the existing core campus building footprints.

2. Windows and Doors. Guidelines for window openings and glazing, door openings and doors are as follows:

- a. New glazing is acceptable if elements are consistent in scale, rhythm, color, and transparency with campus setting.
 - b. Existing door and window openings should be retained; do not enlarge or reduce size of existing openings.
 - c. Replacement windows on existing structures should match original window mullions and details.
 - d. Rhythm or pattern of door and window openings should be consistent with that of the original buildings.
3. **Materials.** Material choices for new construction and renovations are important in the context of the historic campus and natural areas of Hospital Road.
- a. **Character of Existing Materials in Medfield State Hospital North Buildings.** The current campus is characterized by brick buildings with slate roofs, and white painted wood window frames, porches and details. The brick construction incorporates detail on the cornice line and eave area, around window openings and at entryways.
 - b. **Materials for Rehabilitation and New Construction on MSH North.** While not limited to the existing palette of existing materials, new construction should reflect the quality of

construction and durability of materials in existing historic context. While some new materials may better address maintenance issues, their appearance may not be in keeping with the historic character of the campus. For this reason, materials such as vinyl siding and brick veneer are prohibited.

- c. **Electric and Gas.** Energy Star – conservation-rated lighting, appliances, and heating and cooling systems should be used in both rehabilitation and new construction throughout MSHD. Renewable energy technologies, such as solar energy, geothermal, microgrids and waste heat recovery are encouraged; wind turbines and stand-alone ground mounted solar arrays are not encouraged.
- d. **Water.** Water Sense – conservation-rated products and services should be used in both rehabilitation and new construction throughout MSHD. Water Sense products include, but are not limited to low-flush toilets, water-reducing shower heads, and water-conserving appliances. Water saving methods, such as capturing ground water run-off and recycling gray water for irrigation are encouraged.

4. Roofs.

a. MSH North. The MSH campus buildings are distinguished by steep pitched, slate roofs.

- (1) As character-giving elements of the buildings, existing hip roofs, dormers, and clerestories should be preserved.
- (2) Details of roof construction such as cornices, brackets, gutters, and cupolas, should be preserved.
- (3) Deteriorated roof materials should be replaced with like materials, or if not feasible, with materials that approximately match the existing in size, shape, color, texture, and installation method.

D. Infrastructure.

1. **Streets & Sidewalks.** Streets and sidewalks should be compatible with the historic fabric of the MSH campus and in keeping with the Secretary of the Interior's Standards for the Treatment of Historic Properties.
2. **Utilities.** The impact of utilities on viewsheds and on the historic fabric of the campus should be minimized. To this end:
 - a. Utilities and infrastructure should be installed underground so as not to

impact the character of the campus or disrupt view-sheds.

- b. Utility infrastructure elements, such as electrical boxes, standpipes and similar items, should be located to the rear of buildings, out of view from the main campus quadrangle. Utility infrastructure elements should be screened from view with landscape treatment.

3. Lighting.

- a. Building lighting, signage lighting and site lighting should adhere to any dark sky guidelines adopted from time to time by the Medfield Planning Board.
- b. Pedestrian scaled lighting should be provided at paths and walks in the public areas of the main campus.

E. Access & Parking.

1. Public Parking. Public parking to support public access to site is to be provided. Public parking should also be provided for visitors to residential homes and for customers of commercial and nonprofit uses.

- a. The primary public parking areas should be concentrated at the entry road by Building 2, and near the access point to the Medfield Charles River Gateway in the northwest corner of the property. Additional smaller-scale public parking

areas should be distributed across the MSH Core Campus, West Slope and Water Tower areas.

- b. On street parking is permissible per the Master Plan;
- c. One bump-out with vegetation is required for every ten or fewer parking spaces.

2. Building Entrances.

- a. In the Core Campus area, primary building entrances should match the historic pattern of building stoops and porches, and be oriented toward the campus core road.
- b. In other areas of the MSH site, primary building entrances should be oriented toward the addressing street.
- c. Secondary building entrances from parking areas may be located at the rear or sides of buildings.

3. Garage and Parking Entrances. Garage and parking entrances should be from the rear of buildings on the Core Campus quadrangle so as to support a pedestrian-oriented walkable core area and not visually disrupt the main campus circulation.

4. Parking Areas.

- a. Parking should be provided based on the Institute of Transportation Engineers (ITE) Parking Generation, 4th Edition for Average Peak Period Parking Demand.
- b. Ample storage area for snow removal should be located so as to not damage the campus landscape or impact the natural areas surrounding the campus.
- c. Parking should be screened from view and preferably located at the rear of buildings.
- d. Parking on The Green is limited to special event parking, if necessary.
- e. Shared-use parking with MSH patrons and residents should be developed in conjunction with the prospective siting of municipal recreational facilities or other uses south of Hospital Road.

F. Landscape. The essence of Medfield State Hospital's character lies in the contrast between the formality of the hilltop campus and the surrounding pastoral landscape. Development on the campus should respect this framework through contextual siting of buildings and appropriate enhancements to the campus landscape.

1. Landscape Setting.

- a. Maintain the thoughtfully and creatively designed landscape within the Core Campus.
- b. Maintain the open, rolling pastoral landscape of the Historic Farm and Hospital District along both sides of Hospital Road.
- c. Maintain the historic gateway and entrances to the site and the tree-lined historic entry drives—Stonegate Drive, which runs along the existing ridge line and Service Drive.
- d. Preserve and retain existing stone walls. New entry walls, site walls or stone fencing should be of fieldstone to match the existing campus entry gates and walls.
- e. Preserve the connection to the Charles River from the Core Campus.
- f. Restore and preserve the Common to the west of Lee Chapel.
- g. With the demolition of Building 27B, enlarge the landscaped park area to create a town square or add a structure that meets design standards.
- h. Preserve historic landforms, such as the knoll on The Green by the Superintendent's House that contribute to the character of the campus.

2. Buffers and Screening. Landscape buffers and quality screening elements consistent with the campus character and the species and variety of trees and shrubs currently in place should be used to minimize disruption of the campus environment and important viewsheds. Buffers and screening are required as follow:

- a. Landscape buffers should be provided at utility infrastructure, such as electric boxes, to screen them from view.
- b. Landscape buffers and fence screening should be provided at trash areas and maintenance areas.
- c. Landscape buffers should be provided between parking lots and residential uses.
- d. Parking areas should have tree planting areas. A minimum of one tree planting area for every ten parking spaces should be provided; if a more restrictive requirement is outlined in any town-wide design guidelines the more restrictive requirement shall apply.

3. Trees and Plantings.

- a. Protect and preserve the historic, mature trees that define the spaces and streets of the MSHD.
- b. The historic specimen tree collection is to be preserved and maintained throughout the site, and in particular in

the Core Campus, the Green and the Cottage Arboretum areas.

- c. Invasive species should be removed, and new plant materials should be native species. In the Cottage Arboretum area new specimen plantings are encouraged.
- d. Tree plantings along Stonegate Drive should be restored.
- e. The parallel lines of street trees that, along with the architecture, create the street walls of the Core Campus should be maintained and reinforced.

4. Irrigation.

- a. **Soil Moisture-Sensor Devices:** All in-ground irrigation systems installed shall be equipped with a soil moisture-sensor device to prevent the system from operating when not needed. Any service or repair to an existing in-ground irrigation system shall include the installation of a moisture-sensor device, if the same is not already installed and in good working condition. Proof of this installation shall be provided to Medfield Board of Water and Sewer.
- b. **Timing Device.** All in-ground irrigation systems shall be equipped with a timing device that can be set to make the

system conform to any Non-essential Outdoor Water Use Restrictions that may be issued by the Town of Medfield.

- c. Shutoff Valve.** All in-ground irrigation systems shall be plumbed so that a shutoff valve is located outside the building.

Section 14. Signage.

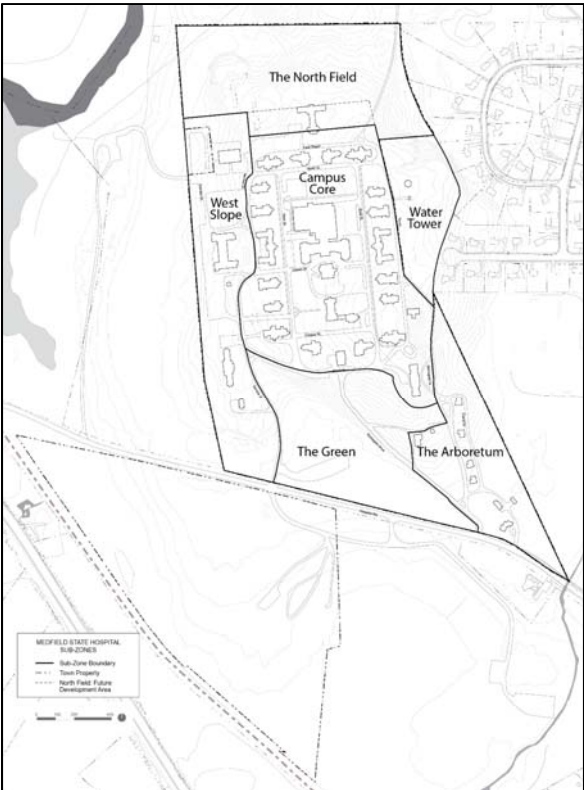
The provisions of the Sign Bylaw (Article 13) shall apply in the MSHD, provided that Sign Bylaw provisions applicable in business districts shall apply to all signs for “Non-Residential Uses” listed in Table 1 of this Section and Sign Bylaw provisions applicable to residential uses shall apply to all signs for “Residential Uses” listed in Table 1 of this Section.

Section 15. Severability.

If any provision of this Article is found to be invalid by a court of competent jurisdiction, the remainder of this Article shall not be affected, but shall remain in full force. The invalidity of any provision of this Article shall not affect the validity of the remainder of this Article and the Zoning Bylaw.

FIGURE 1: Medfield State Hospital District and Sub-Zones.

VOTED: To amend the code of the Town of Medfield Chapter 300 Zoning by adding a new Article 300-20, Medfield State Hospital District as printed in the warrant



and further to amend the official zoning map as printed in the Warrant except in Section 2. Definitions. “MSHD Map” substitute 89 acres for 135 acres, Section 3A. Establishment of Medfield State Hospital District substitute 89 acres for 135 acres and Section 3B. Sub-Zones substitute six Sub-Zones for eight Sub-Zones. **MOTION PASSED BY 2/3 VOTE YES-651, NO- 295 (11/18/2019)**

And you are directed to serve the Warrant by posted an attested copy thereof, in the usual places for posting warrants in said Medfield, fourteen days at least before the time of holding said Special Town Meeting.

Hereof fail not and make due return of this Warrant with your doings thereon, unto the Town Clerk at the time and place of the Special Town Meeting aforesaid. Given unto our hands this thirty first day of October, Two-Thousand and Nineteen.

Gustave H. Murby /s/

Osler L. Peterson /s/

Michael T. Marcucci /s/

BOARD OF SELECTMEN

By virtue of this Warrant, I have notified and warned the inhabitants of the Town of Medfield, qualified to vote in elections and at town meetings, by posting attested copies of the same at five public places fourteen days before the date of the Special Town Meeting as within directed.

Constable: Robert Flaherty /s/

Date: October 31, 2019

A TRUE COPY ATTEST:
Carol A. Mayer, CMMC /s/
Town Clerk

**FINANCIAL REPORTS
FOR THE YEAR ENDING
DECEMBER 31, 2019**

Board of Assessors
Comparative Financial Reports
Fiscal Years 2018, 2019, 2020

				Assessed Values	
2018	1	Residential	4124	\$	2,436,557,674.00
	2	Open Space	0	\$	-
	3	Commercial	147	\$	83,541,860.00
	4	Industrial	37	\$	27,541,700.00
	5	Personal Property	79	\$	35,006,020.00
		Total Real and Personal Property	4387	\$	2,582,647,254.00
		Tax Levy	\$	43,982,482.74	
		Overlay	\$	203,837.88	
		Tax Rate	\$	17.03	
				Assessed Values	
2019	1	Residential	4139	\$	2,535,390,312.00
	2	Open Space	0	\$	-
	3	Commercial	147	\$	84,172,249.00
	4	Industrial	37	\$	27,508,700.00
	5	Personal Property	74	\$	35,013,950.00
		Total Real and Personal Property	4397	\$	2,682,085,211.00
		Tax Levy	\$	47,928,862.73	
		Overlay	\$	223,480.64	
		Tax Rate	\$	17.87	
				Assessed Values	
2020	1	Residential	4152	\$	2,625,162,353.00
	2	Open Space	0	\$	-
	3	Commercial	147	\$	92,256,017.00
	4	Industrial	37	\$	29,262,300.00
	5	Personal Property	75	\$	35,068,620.00
		Total Real and Personal Property	4389	\$	2,781,749,290.00
		Tax Levy	\$	49,598,589.83	
		Overlay	\$	188,579.14	
		Tax Rate	\$	17.83	

**TOWN OF MEDFIELD
COLLECTOR OF TAXES**

Taxes Receivable as of June 30, 2019

<u>Fiscal Year</u>	<u>Real Estate</u>	<u>Personal Property</u>	<u>Motor Vehicle Excise Tax</u>
2019	\$305,705	\$1,660	\$37,872
2018	0	1,112	20,589
2017	4,181	2,469	8,699
2016	2,327	1,180	0
2015	3,062	867	0
2014	0	586	0
 Prior Years	 13,463	 488	 0

Tax Title \$225,843

Respectfully submitted,

Georgia K. Colivas, CMMT
Treasurer/Collector

TOWN TREASURER

To the Honorable Board of Selectmen
and Residents of Medfield:

Statement of Cash

Receipts Fiscal Year 2019

Including investment returns \$71,005,562.87

Disbursements Fiscal Year 2019

Including vendor and payroll \$71,801,389.65

Cash Balance on June 30, 2019

\$21,733,454.14

General Fund

Statement of Investments

Pooled Investment Fund

Investments with MMDT June 30, 2019 \$3,190,174.26

Savings and Investments June 30, 2019

\$18,543,279.88

General Fund

Statement of Interest Received on Savings/Investments-General Fund

General Fund \$142,147.01

Pooled Investment Fund \$ 77,581.36

Total Interest Earned in Fiscal 2019

\$219,728.37

Outstanding Debt Accounts June 30, 2019

Debt Exclusion:

Town Land Acquisition 785,000

Sewers 961,000

Health Septic Loan (MWPAT) 4,100

Additional School Roofs 29,700

HS/Middle School/Memorial Constr. 5,750,000

Public Safety Building 13,095,000

Red Gate Farm Acquisition 1,080,000

Adult Community Center 960,000

DPW Town Garage	<u>7,570,000</u>
	30,234,800

Non-Exclusion:

Adult Community Center	30,000
Town Garage Solar Array	159,600
High School Athletic Field Renovation	1,300,000

Land Acquisitions	113,600
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DPW Street Sweeper	5,000
Fire Truck	<u>75,000</u>
	1,683,200

Enterprise Fund:

WWTP Solar Panels	200,400
Hospital Water Tower	4,660,000

Flotation Thickeners	297,487
Water Main Repairs-Green St.	830,000

Causeway Water Main	100,000
WWTP Improvements	480,000
Forest St. Water Main	20,700
II Reduction-MWPAT	552,878
Granite Street Water Main	150,000
Medfield State Hospital Land	<u>1,705,000</u>
	<u>8,996,465</u>

Total Long Term Debt (principal only)	\$40,914,465
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Respectfully submitted,

Georgia K. Colivas, CMMT
Treasurer/Collector

TOWN TREASURER

TRUST AND INVESTMENT ACCOUNTS

Funds in Custody of the Town Treasurer:

Retirement/Pension	\$3,629,363.03
Conservation	44,486.28
Stabilization	1,408,822.36
Special Unemployment Insurance	174,788.41
Library Trusts	42,833.22
Granville Dailey-Library	78,689.11
Madelyn L. Grant Library Fund	75,241.22
Cemetery Perpetual Care	1,157,470.81
Municipal Insurance	289,945.33
Madelyn L. Grant Scholarship	105,586.38
Council on Aging	3,067.84
Catherine Bell Library Trust	280,536.91
Stabilization-Advanced Sewer Bet. Payments	541,162.72
Moses Ellis Post #117 G.A.R.	15,166.75
Medfield Antiquities Trust	6,915.69
Tri-Centennial Trust	4,161.84
School Essay Fund	5,805.87
Allendale Sewer Pumping Station Fund	59,411.61
Dela Park Acres Trust	16,741.45
Cedarview Acres	22,317.08
Carruth Sewer District	8,269.87
Maude Washburn Trust Fund	5,663.24
Voluntary Local Education	8,333.90
	4,040.66
	1,584.24

Andrea Trasher Scholarship Trust	4,247.40
Elizabeth Busconi Trust	32,323.12
J.M McCormick Scholarship Trust	8,001.60
PRIT – OPEB Trust	3,470,967.42

Balance June 30, 2019	\$11,505,945.36

Respectfully submitted,

Georgia K. Colivas, CMMT
Treasurer/Collector

**TOWN ACCOUNTANT
TOWN OF MEDFIELD
BALANCE SHEET
FISCAL YEAR ENDED JUNE 30, 2019**

FUND: 01	GENERAL FUND	ACCOUNT BALANCE
ASSETS:		
'01	'101000 'CASH	13,247,999.45
'01	'121012 2012 PERSONAL PROPERTY TX REC	53.30
'01	'121013 '2013 PERSONAL PROPERTY TAX REC	435.61
'01	'121014 '2014 PERSONAL PROPERTY TAX REC	585.99
'01	'121015 '2015 PERSONAL PROPERTY TAX REC	866.82
'01	'121016 '2016 PERSONAL PROPERTY TAX REC	1,179.96
'01	'121017 '2017 PERSONAL PROPERTY TAX REC	2,469.48
'01	'121018 '2018 PERSONAL PROPERTY TAX REC	1,111.74
'01	'121019 '2019 PERSONAL PROPERTY TAX REC	1,659.91
'01	'122008 '2008 REAL ESTATE TAX REC-CH59	3,276.91
'01	'122009 '2009 REAL ESTATE TAX REC-CH59	2,717.44
'01	'122013 '2013 REAL ESTATE TAX REC-CH59	7,468.99
'01	'122015 '2015 REAL ESTATE TAX REC-CH59	3,061.98
'01	'122016 '2016 REAL ESTATE TAX REC-CH59	2,327.70
'01	'122017 '2017 REAL ESTATE TAX REC-CH59	4,181.47
'01	'122018 '2018 REAL ESTATE TAX REC-CH59	-4,313.13
'01	'122019 '2019 REAL ESTATE TAX REC-CH59	305,704.55
'01	'123015 'PROV FOR ABATE/EXEMP-2015	-42,528.36
'01	'123016 'PROV FOR ABATE/EXEMP-2016	-112,028.21
'01	'123017 'PROV FOR ABATE/EXEMP-2017	-134,209.30
'01	'123018 'PROV FOR ABATE/EXEMP-2018	-84,960.47
'01	'123019 'PROV FOR ABATE/EXEMP-2019	-76,752.50
'01	'124000 'TAX TITLE RECBL	225,842.99
'01	'125300 'DEF TAX RECBL ch59s5cl41A	354,997.79
'01	'126117 '2017 MVE TAX RECBL-CH60A	8,699.57
'01	'126118 '2018 MVE TAX RECBL-CH60A	20,588.60
'01	'126119 '2019 MVE TAX RECBL-CH60A	37,871.90
'01	'134002 'AMB CHG BILLING AGENCY RECBL	366,223.50
'01	'136000 'POLICE SPEC DETAIL RECBL	54,817.69
'01	'143101 '2001 APP SEW BETT ATTX	116.95
'01	'143102 '2002 APP SEW BETT ATTX	116.95
'01	'143103 '2003 APP SEW BETT ATTX	116.95
'01	'143104 '2004 APP SEW BETT ATTX	116.95
'01	'143108 '2008 APP SEW BETT ADD TO TAX	1,928.70
'01	'143113 '2013 APP SEW BETT ADD TO TAX	956.75
'01	'143119 '2019 APP SEW BETT ADD TO TAX	605.00
'01	'143900 'COMM INT SB ATTX	1,157.03
'01	'143918 'APPORT SEW BETT NOT YET DUE	910,065.05
'01	'172000 'DUE FROM COMM OF MASS	583,222.00
TOTAL ASSETS		15,697,753.70

**TOWN ACCOUNTANT
TOWN OF MEDFIELD
BALANCE SHEET
FISCAL YEAR ENDED JUNE 30, 2019**

LIABILITIES:

'01	'120000	'DEF REV-PROP TAX	117,690.12
'01	'124001	'DEF REV-TAX TITLE	-225,842.99
'01	'125301	'DEF REV-DEFERRED TX	-354,997.79
'01	'126000	'DEF REV-MVE TAX	-67,160.07
'01	'134100	'DEF REV-AMBULANCE	-366,223.50
'01	'136100	'DEF REV-POL SPEC DETAIL	-54,817.69
'01	'143925	'DEF REV-SPECIAL BETT	-5,115.28
'01	'143926	'DEF REV-SB NOT YET DUE	-910,065.05
'01	'201000	'WARRANTS PAYABLE	-1,296,413.34
'01	'211000	'ACCRUED SCHL PAYR PAYBL	-1,912,750.46
'01	'222200	'PAYR P-VOL LIFE W/H	-1,941.55
'01	'223000	'PAYR P-HEALTH INS W/H	-159,134.82
'01	'223100	'PAYR P-BASIC LIFE W/H	-584.69
'01	'226800	'PAYR P-DENTL INS W/H	-13,265.08
'01	'226811	'PAYR P-FLEX BEN-HEALTH-FSA	-3,805.42
'01	'227009	'ZON BD RFDBL DEP PAYBL	-310.64
'01	'227010	'PLN BD RFDBL DEP PAYBL	-7,757.18
'01	'227011	'CONSVN PROJ DEP PAYBL	-1,577.00
'01	'252010	'TAILINGS PAYABLE-VW	-2,117.33
TOTAL LIABILITIES			<u>-5,266,189.76</u>

FUND BALANCE:

'01	'324000	'F/B R-EXPENDITURES	-230,000.00
'01	'324001	'F/B R-ENCUMBRANCE	-327,837.49
'01	'324002	'F/B R-RES EXP-SP ART	-2,197,330.57
'01	'324006	'F/B R-CAPITAL BUDGET	-96,261.00
'01	'326000	'F/B R-SNOW DEFICIT	65,893.69
'01	'328000	'F/B R-DBT EXCL-SB REV	-106,895.00
'01	'329600	'F/B RES REDUC FUTR EXCL DEBT	-66,519.09
'01	'329601	'F/B R- REDUC EXCL DEBT MSBA GR	-3,879,140.00
'01	'329602	'F/B R-MSBA GR EXCL DEBT COSTS	-104,280.77
'01	'333000	'F/B R-EXPEND FR F C	-800,000.00
'01	'359000	'F/B UNRESERVED	-2,689,193.71
TOTAL FUND BALANCE			<u>-10,431,563.94</u>
TOTAL LIABILITIES + FUND BALANCE			<u><u>-15,697,753.70</u></u>

* FREE CASH CERTIFIED TO BE \$2,234,402

Town of Medfield
Fund 22 & 28 - School Revolving Funds
Fiscal Year 2019

<u>Fund</u> <u>Number</u>	<u>Project</u> <u>Number</u>	<u>Account Title</u>		<u>6/30/2019</u>
22	800	School Lunch	\$	108,145.82
		Total Fund 22-School Lunch	\$	<u>108,145.82</u>
28	810	Athletics	\$	166,029.80
28	815	Intramurals	\$	33,697.86
28	820	Adult Education	\$	39,300.34
28	821	Music	\$	6,266.01
28	825	IPAD Revolving	\$	13,484.59
28	830	Summer School Program	\$	1,044.70
28	835	Restitution Revolv	\$	3,483.46
28	840	Pre-K Tuition	\$	167,520.38
28	841	Kindergarten Tuition	\$	259,685.33
28	842	Tuition Foreign Exchange	\$	115,057.08
28	850	Use of School Buidling	\$	171,870.59
28	855	HS Parking	\$	127,036.09
28	880	Before/After School Progr	\$	120,922.85
28	890	HS Extra Curricula	\$	<u>254.44</u>
		Total Fund 28-School Other Revolving Funds	\$	<u>1,225,653.52</u>

Town of Medfield
Fund 25 - School Federal Grants
Fiscal Year 2019

<u>Fund Number</u>	<u>Project Number</u>	<u>Account Title</u>	<u>6/30/2019</u>
25	14019	F Teachers Quality-140 FY19	\$ 1,921.00
25	24019	F Tit VIB Sped 94-142 240 FY19	\$ 5,494.64
25	26219	F Early Childhood 262 FY19	\$ 17.59
25	30918	F SPED Progr Improv-274-FY18	\$ 85.99
25	30919	F SPED Progr Improv-274-FY19	\$ 240.68
Total Fund 25-School Federal Grants			<u>\$ 7,759.90</u>

Town of Medfield
Fund 26 - School State Grants
Fiscal Year 2019

<u>Fund Number</u>	<u>Project Number</u>	<u>Account Title</u>	<u>6/30/2019</u>
26	63214	S Academic Support-632 FY14	\$ 357.80
26	65000	S Grad Safety Gr-650	\$ 2,000.00
26	750	S Circuit Breaker-750	\$ (39,842.53) *
Total Fund 26-School State Grants			<u>\$ (37,484.73)</u>

* OK 4th qtr FY19 paymt rec'd July'19 60 day recpt rule

Town of Medfield
Fund 29 - School Gift Accounts
Fiscal Year 2019

<u>Fund Number</u>	<u>Project Number</u>	<u>Account Title</u>		<u>6/30/2019</u>
29	900	Prof Dev Day Gift	\$	18,703.01
29	905	EMC/Wroten Music Gift	\$	111.82
29	909	Memorial Gift	\$	1,655.54
29	911	Telephone Utility Gift	\$	1,241.90
29	914	Middle School Gift	\$	21,597.03
29	915	Robert Hersee Memorial	\$	150.00
29	916	Fidelity Gift	\$	254.05
29	917	Wireless Computer Gift	\$	151.65
29	919	Sepac Gift	\$	12,407.77
29	922	Boosters Coach Gift	\$	64.00
29	926	Marimba Music Gift	\$	5,195.66
29	927	Exchange Activities Gift	\$	11,487.00
29	928	Dale St Schl Gift	\$	3,849.02
29	929	Wheelock Schl Gift	\$	1,532.61
29	930	High School Gift	\$	11,008.82
29	931	Bay State Gas Gift	\$	17,714.44
29	932	Nstar Energy Program Gift	\$	3,132.62
29	940	District Gift	\$	1,045.79
29	941	Pupil Service Gift Account	\$	669.12
29	29951	Dale Coalition	\$	1,615.04
29	29952	Wheelock Coalition	\$	7,640.29
29	29953	Memorial Coalition	\$	39,225.30
29	29954	Middle School Coalition	\$	6,931.88
29	29955	High School Coalition	\$	636.35
Total Fund 29-School Gifts			\$	<u>168,020.71</u>

**Town of Medfield
Fund 30 - Town Grants
Fiscal Year 2019**

Account Number		Account Title	06/30/19
30-002	P	P-COA MCHF-ARCP Gr	\$ -
30-006	S	S-Police Drug Education	\$ 691.04
30-018	S	Pol LLE Eq+Tech	\$ 124.47
30-023	S	Cultural Feasability Study	\$ (851.27)
30-024	S	Green Communities Grant	\$ 73,750.80
30-028	F	FEMA-Pre Disaster Hazard Mitigation	\$ (7,886.00) *
30-033	S	Energy Manager Gr (Div of Energy Resource)	\$ 6,462.13
30-034	S	S-Water Pollutn Abat-Tit V	\$ 30,988.49
30-036	S	Solarize Medfield Marketing Gr	\$ 1,281.41
30-038	P	COA Alzheimer's Grant	\$ 900.00
30-041	P	COA Saturday Hours Grant	\$ 441.38
30-042	S	S-Medfield Arts Council Int. Bearing	\$ 190.72
30-045	S	Community Compact Grant	\$ 4,434.77
30-047	S	DEP Recycling Dividend Grant	\$ 19,200.00
30-048	S	S-Uniform Polling/Elec Gr	\$ 505.79
30-050	S	Muni Vulnerability Preparedness Gr	\$ (373.75) *
30-056	S	Police FY18 Pedestrian & Bicycle Gr	\$ -
30-059	S	Suicide Prevention Gr	\$ (1,497.20) *
30-062	S	OATA Photovoltaic Site Asses	\$ 1,000.00
30-066	S	Green Communities Grant	\$ 49,211.94
30-070	S	Senior Formula Grant	\$ 2,150.91
30-084	S	Fire FY19 SAFE Gr	\$ 3,423.20
Total			<u>\$ 184,148.83</u>

Total Federal Grants (F)	\$ (7,886.00)
Total State Grants (S)	\$ 190,693.45
Total Private Grants (P)	<u>\$ 1,341.38</u>
Total	\$ 184,148.83

* OK cash rec'd July/Aug'19 60 day recpt rule

**Town of Medfield
Fund 31 - Revolving Ac's
Fiscal Year 2019**

Account Number	Account Title	6/30/2019
31-001	Sale of Cemetery Lots	\$ 580,078.15
31-002	Cemetery Perpetual Care	\$ 58,950.00
31-003	Insurance Reimb <\$150,000	\$ 61,517.10
31-004	Park & Recreation Revolving	\$ 2,215.26
31-007	Fire Alarm Revolving	\$ 34,478.34
31-010	Premium on Debt Exclusion Bonds	\$ 88,328.77
31-012	Fire CPR Revolving	\$ 83.01
31-013	BOH Engineering Revolv	\$ 10,653.76
31-014	Tax Refund IRS	\$ 1,445.77
31-017	Special Investigation Police	\$ 3,082.02
31-022	Police Special Detail	\$ 32,233.99
31-024	Conservation Fees	\$ 6,899.24
31-036	Fire Arms Revolving	\$ 33,940.21
31-037	DPU Transportation Gr	\$ 1,757.60
31-042	Amb Mileage Fees-Billing Agency	\$ 64,943.71
31-043	Adv Life Support Revolving	\$ 51,342.09
31-045	Trf Station Recycle Revolving	\$ 3,408.83
31-048	Deputy Coll Fees Ac	\$ 3,155.89
31-051	Community Gardens ch44s53 e 1/2	\$ 7,510.62
31-053	Center(COA) Rental Rev 53 e 1/2	\$ 1,988.32
31-054	L Copy/Rntl/Damg Matl Rev 53 e1/2	\$ 7,063.15
31-055	COA ARCP Fee Revolv ac 53 e 1/2	\$ 141,293.69
31-056	MSH Revolving Account	\$ 172,901.24
Total		<u>\$ 1,369,270.76</u>
Deposits rec'd in advance for P&R summer progr		<u>\$ 468,004.95</u>
Fund Balance		\$ 1,837,275.71

**Town of Medfield
Fund 32 - Gift A/c's
Fiscal Year 2019**

Account Number	Account Title	Balance 6/30/2019
32-001	Cable Access Gift	\$ 100.00
32-002	Fire Gift	\$ 3,147.86
32-003	Dwight Derby House Gift	\$ 1,000.00
32-004	Civil Defense gift	\$ 1,851.41
32-008	Council on Aging Gift	\$ 108,370.21
32-009	40B Gift Account	\$ 19,073.73
32-011	Brothers Market Gift	\$ 200.00
32-013	Drug Wages Norwood Gift	\$ 397.46
32-014	Historical Commission Gift	\$ 34.00
32-015	Long Range Planning Gift	\$ 447.00
32-016	Comm to Study Memorials Gift	\$ 6,386.37
32-017	Highway Gift Ac	\$ 501.00
32-018	Memorial Day Gift	\$ 1,041.65
32-020	Yourth Outreach Gift	\$ 8,676.92
32-025	Town Meeting Gift	\$ 75.00
32-027	Ambulance Gift	\$ 268.53
32-028	Library Gift	\$ 47,241.32
32-030	Grist Mill Gift	\$ 11,305.24
32-031	Town Common Gift	\$ 2,531.06
32-035	Dare Police Donations	\$ 36.08
32-039	Library Book/Materials Gift	\$ 1,200.10
32-041	Kennel Operations Gift	\$ 2,756.01
32-043	Arts/Cult Council Gift-Est 3/02	\$ 1,159.92
32-044	Entering Medfield Sign Gift ac	\$ 2,000.00
32-047	Downtown Study Gift	\$ 1,704.93
32-048	Fiberoptic Gift-WAN	\$ 2,539.15
32-050	Police Gift	\$ 2,683.22
32-053	COA Gift fr Jenks Jr	\$ 58,645.24
32-054	Hospital Cemetery Maint Gift	\$ 430.00
32-055	Town Clerk Banner Gift	\$ 2,255.79
32-058	MIIA Wellness Gift (FitBit Challenge)	\$ 1,000.00
Total Town Gift AC's		\$ 289,059.20

**Town of Medfield
Fund 33 - Chapter 90
Fiscal Year 2019**

<u>Account Number</u>	<u>Account Title</u>	<u>Ending Balance 6/30/2019</u>
33-026	North Street Redesign	\$ 5,288.57
	Total	<u>\$ 5,288.57</u>

**Town of Medfield
Agency Fund 90 - Student Activity Accounts
Fiscal Year 2019**

<u>Account Number</u>	<u>Account Title</u>	<u>Ending Balance 6/30/2019</u>
90-311	Dale Street School	\$ 3,659.72
90-312	Wheelock School	\$ 2,148.77
90-313	Memorial School	\$ 776.78
90-321	Middle School	\$ 6,653.77
90-331	High School	\$ 141,506.46
	Total	<u>\$ 154,745.50</u>

Respectfully Submitted,

Joy A. Ricciuto, CGA
Town Accountant

**WATER ENTERPRISE FUND
FISCAL YEAR 2019
ESTIMATED REVENUES AND EXPENDITURES**

WATER ENTERPRISE REVENUES & AVAILABLE FUNDS:

USER CHARGES	\$	2,015,976	
WATER AVAILABLE FUNDS	\$	9,717	
WATER FREE CASH	\$	716,050	
TOTAL WATER REVENUES			\$ 2,741,743

TOTAL COSTS APPROPRIATED IN THE WATER DEPARTMENT

ORGANIZATION CODE 60-410-1 AND 60-410-2:

PERSONNEL	\$	411,676	
OPERATIONS	\$	520,520	
EMERGENCY RESERVE FUND	\$	50,000	
			\$ 982,196

APPROPRIATED IN CAPITAL BUDGET FROM WATER FREE CASH

art12/atml8-SCADA SYSTEM UPGRADE	\$	40,000	
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APPROPRIATED-CAPITAL OUTLAY-FROM WATER FREE CASH

art33/atml8-OPEB Trust-Water Liab	\$	16,050	
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APPROPRIATED-CAPITAL OUTLAY-FROM WATER FREE CASH

art34/atml8-ENGINEERING Fe/Mn TREATMT FACILITY DESIGN	\$	660,000	
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TOTAL APPROPRIATED FROM WATER FREE CASH	\$	716,050	
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ALLOCATED EXPENSES APPROPRIATED IN OTHER

DEPARTMENTAL BUDGETS:

DEBT SERVICE:

PRINCIPAL 01-710-2	\$	460,800	
INTEREST 01-751-2	\$	226,802	
TOTAL DEBT SERVICE	\$	687,602	

INSURANCE	\$	84,787	
CNTY RETIREMENT CONTRIBUTION	\$	93,335	
SHARED EMPLOYEES	\$	153,065	
SHARED FACILITIES	\$	24,708	
SUB-TOTAL ALLOCATED EXPENSES	\$	355,895	

TOTAL-ALLOCATED EXPENSES	\$	1,043,497	
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ESTIMATED EXPENSES			(2,741,743)
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ESTIMATED WATER FUND SURPLUS (DEFICIT)	\$	-	
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CALCULATION OF GENERAL FUND SUBSIDY:

ENTERPRISE FUND REVENUES AND AVAILABLE FUNDS	\$	2,741,743	
LESS: TOTAL COSTS	\$	(2,741,743)	
LESS: PRIOR YEAR DEFICIT	\$	-	

GENERAL FUND SUBSIDY	\$	-	
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SOURCES OF FUNDING FOR COSTS APPROPRIATED IN ENTERPRISE FUND:

ENTERPRISE FUND REVENUES	\$	2,015,976	
WATER ENTERPRISE RESERVE FOR REDUCTION OF FUTURE DEBT	\$	9,717	
WATER ENTERPRISE FREE CASH	\$	716,050	
NON-ENTERPRISE AVAILABLE FUNDS	\$	-	

TOTAL SOURCES OF FUNDING FOR COSTS	\$	2,741,743	
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APPROPRIATED IN THE WATER ENTERPRISE FUND

FY19 WATER ENTERPRISE RATE STRUCTURE:

1 - 10,000	\$51.86 BASE CHARGE EVERY 6 MONTHS
10,001 - 35,000	\$4.58 PER 1,000 GALLONS
35,001 - 70,000	\$7.29 PER 1,000 GALLONS
OVER 70,000 GALLONS	\$10.33 PER 1,000 GALLONS

**SEWER ENTERPRISE FUND
FISCAL YEAR 2019
ESTIMATED REVENUES AND EXPENDITURES**

SEWER ENTERPRISE REVENUES & AVAILABLE FUNDS:

USER CHARGES	\$	1,681,480	
SEWER AVAILABLE FUNDS	\$	4,681	
SEWER FREE CASH	\$	141,612	
TOTAL SEWER REVENUES			\$ 1,827,773

TOTAL COSTS APPROPRIATED IN THE SEWER DEPARTMENT

ORGANIZATION CODE 61-420-1 AND 61-420-2:

PERSONNEL	\$	220,845	
OPERATIONS	\$	834,530	
INFILTRATION INFLOW	\$	50,000	
EMERGENCY RESERVE FUND	\$	50,000	
SUB-TOTAL SEWER DEPARTMENT COSTS			\$ 1,155,375

APPROPRIATED IN CAPITAL BUDGET FROM SEWER FREE CASH

art12/atm18-SCADA SYSTEM UPGRADE	\$	40,000	
art12/atm18-PRIMARY SLUDGE PUMP REPLACEMENTS (2)	\$	75,000	
	\$	115,000	

APPROPRIATED-CAPITAL OUTLAY-FROM SEWER FREE CASH

art21/atm17-OPEB Trust-Sewer Liab	\$	25,887	
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PRIOR FY UNPAID INVOICE FROM SEWER FREE CASH

\$	725
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TOTAL APPROPRIATED FROM SEWER FREE CASH \$ 141,612

ALLOCATED EXPENSES APPROPRIATED IN OTHER

DEPARTMENTAL BUDGETS:

DEBT SERVICE:

PRINCIPAL 01-710-2	\$	225,864	
INTEREST 01-751-2	\$	52,959	
TOTAL DEBT SERVICE	\$	278,823	

INSURANCE	\$	45,395	
CNTY RETIREMENT CONTRIBUTION	\$	52,435	
SHARED EMPLOYEES	\$	153,065	
SHARED FACILITIES	\$	1,068	
SUB-TOTAL ALLOCATED EXPENSES	\$	251,963	

TOTAL-ALLOCATED EXPENSES \$ 530,786

ESTIMATED EXPENSES \$ (1,827,773)

ESTIMATED SEWER FUND SURPLUS (DEFICIT) \$ -

CALCULATION OF GENERAL FUND SUBSIDY:

ENTERPRISE FUND REVENUES AND AVAILABLE FUNDS	\$	1,827,773
LESS: TOTAL COSTS	\$	(1,827,773)
LESS: PRIOR YEAR DEFICIT	\$	-
GENERAL FUND SUBSIDY	\$	-

SOURCES OF FUNDING FOR COSTS APPROPRIATED IN ENTERPRISE FUND:

ENTERPRISE FUND REVENUES AND AVAILABLE FUNDS	\$	1,681,480
SEWER ENTERPRISE RESERVE FOR REDUCTION OF FUTURE DEBT	\$	4,681
SEWER FREE CASH	\$	141,612
NON-ENTERPRISE AVAILABLE FUNDS	\$	-
TOTAL SOURCES OF FUNDING FOR COSTS	\$	1,827,773
APPROPRIATED IN THE SEWER ENTERPRISE FUND		

FY19 SEWER ENTERPRISE RATE STRUCTURE:

<u>RESIDENTIAL</u>	<u>BASED ON 75% OF WATER CONSUMPTION</u>
1 - 10,000	\$90.97 BASE CHARGE EVERY 6 MONTHS
10,001 AND OVER	\$9.38 PER 1,000 GALLONS
<u>COMMERCIAL</u>	<u>BASED ON 100% OF WATER CONSUMPTION</u>
1 - 10,000	\$90.97 BASE CHARGE EVERY 6 MONTHS
10,001 AND OVER	\$9.38 PER 1,000 GALLONS
SEPTIC DISPOSAL FEE	\$110.00/1,000 GAL.

PERPETUAL CARE 2019

NAME	AMOUNT
Scalfarotto, Henry	\$3,000
Leader, Kathleen	\$3,000
Hennessy, Christopher P.	\$3,000
Coffin, John	\$1,500
Kelly, Erin C.	\$ 750
Fitzgerald, William J.	\$ 750
Lepley, Paul and Virginia	\$ 750
White, Jr., James G. and Mary Beth	\$3,000
Clancy, Michael	\$ 600
Cornwell, Peter and Judith	\$3,000
Kristof, Michael	\$1,500
Callachan, Betsy R.	\$ 750
Cavanaugh, Mary R.	\$1,500
MacLeod Jr., Charles	\$ 700
Beardsley, Bruce and Marianne	\$3,000
Seeley, Theresa	\$ 750
Goodard, John	\$3,000
Fernald, Edith	\$ 750
O'Leary, Thomas	\$3,000
Peck, Charles and Stephanie	\$3,000
<u>Peck, Charles and Stephanie</u>	<u>\$1,500</u>
Total \$38,800	

INDEX

Elected Town Officials 3

Appointments By

Fire Chief	14
Health, Board of	8
Moderator	14
Planning Board	15
School Committee	14
Selectmen, Board of	7
Treasurer/Collector	14
Warrant Committee	15

Town Department Reports

Aging, Council on	87
Animal Control Officer/Inspector	41
Appeals on Zoning, Board of	34
Assessors, Board of	36
Conservation Commission	56
Fire Department	43
Health, Board of	75
Historical Commission	59
Historic District Commission	62
Inspection Department	51
Medfield Energy Committee	95
Medfield Youth Outreach	80
Memorial Day Address	71
Memorial Public Library	66
Parks and Recreation Commission	90
Planning Board	31
Police Department	37
Public Works Department	24
Sealer of Weights and Measures	55
Selectmen, Board of	17
Town Clock, Keepers of	65
Tree Warden and Insect Pest Control	93
Water and Sewerage Board	28

School Department Reports

School Committee	102
Enrollment Figures	105
Superintendent of Schools	106
MCAS Comparisons	109

Medfield Public Schools Staff Directory	113
Director of Finance and Operations	128
Amos Clark Kingsbury High School	130
Graduation Exercises, High School	135
Thomas A. Blake Middle School	147
Dale Street School	163
Ralph Wheelock School	167
Memorial School	172
Student Services Department	175
Athletic Director	180
Community Education Program	187

Town Clerk's Records

Deaths	191
Marriages	190

Town Meetings and Elections

Annual Town Election March 25, 2019	193
Annual Town Meeting Warrant April 29, 2019	198
Special Town Meeting Warrant November 18, 2019	232

Financial Reports

Assessors, Board of	292
Collector of Taxes	293
Perpetual Care	309
Town Accountant	298
Treasurer	294
Water and Sewer Enterprise Funds	307