



Board of Selectmen
Meeting Packet
November 1, 2022

TOWN OF MEDFIELD
APPLICATION TO SOLICIT

DATE: 29SEP22

NAME: JACOB A. CRAM

HOME ADDRESS: _____

TELEPHONE NO: _____

DATE OF BIRTH: 08/10/1998

SOCIAL SECURITY NO. _____

HEIGHT: 6'

WEIGHT: 208

COLOR OF HAIR: BROWN

EYES: HAZEL

DRIVER'S LICENSE NO., STATE, EXPIRATION DATE: _____

11 08/10/2026

VEHICLE: YEAR '18

MAKE BMW

PLATE NO. 1IR246

STATE RI

VEHICLE OWNER AND ADDRESS _____

JACOB CRAM

NAME OF BUSINESS: _____

POWER HOME REMODELING

BUSINESS ADDRESS: _____

201 JONES RD. WALTHAM, MA, 02451

NATURE OF BUSINESS AND GOODS TO BE SOLD: _____

FREE ESTIMATES ON WINDOWS, ROOFING AND SIDING

IF APPLICABLE, STATE PERMIT NO: _____

REQUESTED LENGTH OF TIME TO SOLICIT: _____

OCT 1ST - JAN. 1ST

LIST ANY OTHERS WHO WILL SOLICIT IN MEDFIELD AS PART OF THIS APPLICATION:

NAME

ADDRESS

DATE OF BIRTH

SOCIAL SECURITY NO.

APPROVED / DISAPPROVED

DATE: _____

BOARD OF SELECTMEN

TOWN OF MEDFIELD
APPLICATION TO SOLICIT

DATE: 10/03/22

NAME: Anthony J Sarter

HOME ADDRESS: [REDACTED]

TELEPHONE NO: [REDACTED]

DATE OF BIRTH: 11/12/1996

SOCIAL SECURITY NO. [REDACTED]

HEIGHT: 5'10" WEIGHT: 165

COLOR OF HAIR: Brown EYES: Blue

DRIVER'S LICENSE NO., STATE, EXPIRATION DATE: [REDACTED]

VEHICLE: YEAR 2019 MAKE Subaru PLATE NO. 2KE671 STATE MA

VEHICLE OWNER AND ADDRESS Anthony Sarter [REDACTED]

NAME OF BUSINESS: Power Home Remodeling

BUSINESS ADDRESS: 201 Jones R.D Waltham MA, 02451,

NATURE OF BUSINESS AND GOODS TO BE SOLD: Free Estimates on Windows, Roof,

IF APPLICABLE, STATE PERMIT NO: _____

REQUESTED LENGTH OF TIME TO SOLICIT: 10/04/22 - 12/31/22

LIST ANY OTHERS WHO WILL SOLICIT IN MEDFIELD AS PART OF THIS APPLICATION:

NAME

ADDRESS

DATE OF BIRTH

SOCIAL SECURITY NO.

Anthony Sarter [REDACTED] 11/12/1996

APPROVED / DISAPPROVED

DATE: _____

BOARD OF SELECTMEN

TOWN OF MEDFIELD
APPLICATION TO SOLICIT

DATE: 9/29/2022

NAME: Sean Aguilar

HOME ADDRESS: [REDACTED]

TELEPHONE NO: [REDACTED]

DATE OF BIRTH: 11 April 1992

SOCIAL SECURITY NO. [REDACTED]

HEIGHT: 5'10" WEIGHT: 190

COLOR OF HAIR: Brown EYES: Green

DRIVER'S LICENSE NO., STATE, EXPIRATION DATE: [REDACTED]

VEHICLE: YEAR 2012 MAKE Mercedes PLATE NO. VT12553 STATE MA

VEHICLE OWNER AND ADDRESS Sean Aguilar [REDACTED]

NAME OF BUSINESS: Power Home Remodeling

BUSINESS ADDRESS: 201 Jones Rd, Waltham, MA, 02451

NATURE OF BUSINESS AND GOODS TO BE SOLD: Free estimates on Windows, Roofs, and Siding

IF APPLICABLE, STATE PERMIT NO: _____

REQUESTED LENGTH OF TIME TO SOLICIT: October 1, 2022 - November 1, 2022

LIST ANY OTHERS WHO WILL SOLICIT IN MEDFIELD AS PART OF THIS APPLICATION:

NAME

ADDRESS

DATE OF BIRTH

SOCIAL SECURITY NO.

APPROVED / DISAPPROVED

DATE: _____

BOARD OF SELECTMEN



Brittney Franklin <bfranklin@medfield.net>

Request for permit

Brittney Franklin <bfranklin@medfield.net>
To: Brittney Franklin <bfranklin@medfield.net>

Thu, Oct 20, 2022 at 1:38 PM

----- Forwarded message -----

From: **Rick Fink** [REDACTED]
Date: Wed, Oct 12, 2022 at 10:15 AM
Subject: Request for permit
To: <bfranklin@medfield.net>

Hi Brittney,

Thank you for taking my call. As discussed, I want to host a community event on Wednesday, November 23 from 11:30 - 3:00 p.m.

The purpose is to provide Medfield's school children a fun and safe event following their early release from school.

We would like to provide entertainment and free food and drink for all members of the community as we head into Thanksgiving.

Hopefully this will turn into an annual tradition in Medfield.

Thank you for your time.

Sincerely,
Rick Fink

Received 9/13/22

Re: Causeway Community Safety

August 18, 2022

To: Michelle Guerette, Chief of Police
112 North Street
Medfield, MA 02052

Dear Chief Guerette,

We are writing because of our concern about the safety of Causeway St. The community of Causeway Street and the adjacent neighborhoods: the pedestrians, children, bicyclists, hikers and others who enjoy our beautiful street cannot do so safely. We ask that you immediately add this concern to the safety committee's agenda. We request that a traffic study be conducted and that a safety meeting be held as soon as possible. In the interim, we request that steps be taken to improve the safety of the neighborhood immediately.

Members of our community have voiced concerns in the past around the high speed and recklessness of some drivers who use our road. The lack of signage, sidewalks, visibility, police presence, and enforcement of speed laws have all contributed. In light of the recent fatality, the tragic loss of a young father and husband in our community, this should be made one of the highest priorities for you Chief Guerette and for the safety committee. Many of us are afraid to use our neighborhood road, to let our children walk to neighbors' houses, to walk our dogs, jog, and ride our bikes. We know that ours is not the only road in Medfield with these kinds of dangers. That does not diminish the need for immediate attention to the safety of our community.

Following the tragedy, a speed trailer was installed for a time. This was greatly appreciated and seemed to make a difference at least in that area of the street. Additionally, some areas of the road have been mowed along the shoulder. This too is greatly appreciated. This simple maintenance increases driver and pedestrian visibility and allows pedestrians a place to step off of the road and to safety when reckless drivers approach. The straightaway approaching and across the river as well as some of the wooded stretches further up Causeway need to be mowed where possible. This is a low cost action that can have a very positive impact. Finally, the community would like to acknowledge the positive impact that increased police presence and speed traps have made. All of these steps are impactful, but they need to be continued and extended.

We understand that a traffic study will take time, so some changes that we would like to see implemented immediately include:

- speed limit signs
- speed trailers reinstalled (this was an effective deterrent)
- officers located along the road routinely for radar speed assessments and traffic enforcements
- additional and continued cutting back of the deciduous vegetation (grasses/weeds) that grows on the sides of the road obscuring driver vision

Causeway Community Safety

We, the undersigned, are residents of Causeway Street, Black Pine Road, Causeway Lane, Claypit Road, Noonhill Road, and Jade Walk who are concerned about the safety of our neighborhood due to unsafe traffic on Causeway St.

Thank you in advance for the attention and action you will bring to this serious public safety concern. We are united in our effort to improve the safety of our street and look forward to working with you to ensure that we can all enjoy our beautiful and scenic neighborhood road without fear.

Sincerely,

The residents of Causeway Street, Black Pine Road, Causeway Lane, Claypit Road, Noonhill Road, and Jade Walk



**TOWN OF
MEDFIELD**
Office of the
**BOARD OF
SELECTMEN**

Board of Selectmen
Gustave H. Murby, Chair
Osler L. Peterson, Clerk
Eileen M. Murphy, Member

TOWN HOUSE, 459 MAIN
STREET
MEDFIELD,
MASSACHUSETTS 02052-0315
(508) 906-3011 (phone)
(508) 359-6182 (fax)

Kristine Trierweiler
Town Administrator

To: Board of Selectmen
Warrant Committee
School Committee

From: Kristine Trierweiler
Town Administrator

Date: October 24, 2022

RE: General Fund Financial Forecast: FY2023 to FY2027

The financial forecast is a conservative projection of the revenues and expenditures expected over the forthcoming five-year period. Annually, the Town Administrator and the Financial Team will update the five-year financial forecast to make informed decisions around the Town's financial strategies and policies, long-term financial and capital planning, and long-term contracts or obligations.

The Town's financial forecast is a key planning and policymaking tool that helps to anticipate future events and their effect on the Town's financial position. It can help to identify major changes in the Town's finances, such as when debt service is rolling off to help the Town better plan how to finance its capital expenditures and identify future new obligations that need to be funded in the operating budget.

The Town's financial forecasting model is built upon a template provided by the Massachusetts Department of Revenue, incorporating Medfield's data and experience. The model was designed to use reasonable assumptions, including that the Town will continue to provide the same level of service and that there will be no significant changes to Massachusetts General Laws or other regulations. The Town's Financial Team applied various projection factors to its revenue and expenditure categories based on historical trends and industry expertise. The projections will be updated on a regular basis, and at least annually, incorporating new information or changing economic forecasts.

Some key highlights from the long-term projection:

Revenues

Overall Outlook: The Town anticipates no new major sources of revenue, but does anticipate general economic stability and growth from FY2023 through FY2027. Due to the volatile economic results in FY2020 and FY2021 due to COVID-19 impacts, it is difficult to rely on the actual FY2020 and FY2021 results as indicative of a trend. The local receipts outlook incorporates a conservative approach of increases between 0% and 2.5% for the various categories; the projections will be reviewed when the FY2022 actual receipts are available and again during the FY2024 budget process.

Pension Reserve Fund: The Town anticipates adopting a policy for a planned use of its Pension Reserve Fund during FY2023. The intention is for the policy to stipulate careful, but steady use of the Reserve Fund to reduce the Town's annual pension assessment from the Norfolk County Retirement System ahead of achieving full-funding in FY2029. The balance in the fund will be approximately \$3.4 million, after the use of \$200,000 in the FY2023 budget.

Sales of Town-owned Land: Two potential one-time sources of funding are not included in the forecast, but should be noted:

- Hinkley South: The sale of Town-owned land off Ice House Road (known as "Hinkley South") for \$750,000 for the construction of 24 age-restricted housing units is anticipated to close in FY2023. The comprehensive permit was approved by the Zoning Board of Appeals in Spring 2022, but the project was appealed by abutters.
- Medfield State Hospital: The sale of portions of the former Medfield State Hospital for \$2 million (plus a \$1 million mitigation payment to the Medfield Public Schools). This sale of land was approved by Town Meeting in June 2022, but the closing is not anticipated until March 2024 (FY2024). Proceeds of the purchase price are subject to a split with the Commonwealth of Massachusetts, in accordance with the 2014 Land Disposition Agreement between the Town and the Commonwealth.
 - The proposed redevelopment of the Medfield State Hospital is anticipated to have an annual positive financial impact on the Town, but has not yet been reflected in the forecast because the Land Disposition Agreement would not require closing until March 2024, followed by at least two years of construction.
- Massachusetts General Law restricts that the proceeds of municipal land be used on capital expenditures: [M.G.L. c. 44 § 63](#)

Expenditures

Overall Outlook: The Town's projections anticipate regular increase in expenses and salaries, in accordance with historical trends but do not anticipate specific increases in staff in any departments

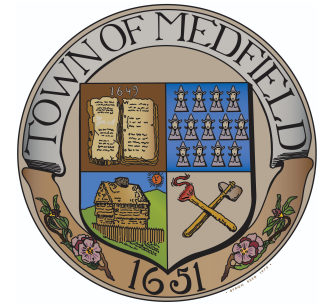
OPEB Trust: The Town's financial policies require an annual appropriation to the OPEB Trust, and set a target of a 5% increase each year. This 5% increase is incorporated into the projection

Pension: The Town's annual assessments to the Norfolk County Retirement System (NCRS) have increased at an average of 7.5% per year in recent years. The high assessments are due to the NCRS's commitment to achieve full-funding in FY2029, after which the Towns' annual assessments will drop significantly. The NCRS is anticipated to make policy decisions regarding its funding schedule in Fall 2022 that the Town will use to update its projection.

Health insurance: The Town has had several years of steady health insurance costs, due to a half-month premium holiday in FY2021 and a full-month premium holiday in FY2022. In addition, the Town made plan design changes ahead of FY2021 which introduced and increased copayments. The projection anticipates a 5% increase in health insurance per year, to reflect high healthcare costs in Massachusetts, but the projection does not anticipate further plan design changes which the Town could adopt to mitigate future premium increases.

Debt service: The Town's debt service is anticipated to decline over the next five years, particularly from FY2023 to FY2024 after debt payments for the early 2000s school projects are completed in FY2024. In FY2025, the Town will make its final payments for the purchase of the Medfield State Hospital, the Senior Center project, and several land purchases, resulting in savings to taxpayers. Since these projects are debt excluded projects, the additional property taxes associated with them will come off tax bills.

FY2024 Budget Calendar



October 24	Town Administrator to present 5-year financial forecast to Warrant Committee
November 15 to December 1	Town Administrator meets to discuss budget requests with departments
November 15	Town Meeting Warrant opens
December 15	Departmental budgets requests submitted to the Town Administrator/Town Accountant
January 9	Town Administrator submits budget requests to the Warrant Committee and presents Budget Outlook to the Warrant Committee
January 10	Town Meeting Warrant closes
January 15	Annual town reports due to Town Administrator
January 31	School Committee must submit School Department budget to the Board of Selectmen on or before this date
January to March	Warrant Committee liaison meet with departments to review budget requests
March 20	Town Meeting Warrant Hearing
March 27	Annual Town Election
March 28	Town Meeting Warrant to printer
April 3	Town Meeting Warrant mailed to all households
May 1	Town Meeting reviews and votes on the Operating and Capital budgets



TOWN OF MEDFIELD, MASSACHUSETTS

AGREEMENT

CONTRACT # MEDFIELD 2022-10

STATE CONTRACT # (if applicable) _____

This Contract is made this 1st day of November, 2022 by and between the Town of Medfield, a Municipal Corporation, duly organized under the laws of the Commonwealth of Massachusetts and having a usual place of business at the Town House Building, 459 Main Street in said Medfield, MA 02052 hereinafter referred to as the "Town" and Russo Barr Associates, Inc. with an address of 55 Sixth Road, Suite 6, Woburn, MA 01801, hereinafter referred to as the "Contractor".

WITNESSED:

Whereas, the Contractor submitted a Proposal to the Town to perform Designer Services for Roof Leak Investigation at Chapel Building, Medfield State Hospital, hereinafter referred to as the "Program" and the Town has decided to award the contract, therefore to the Contractor.

NOW, THEREFORE, THE Town and the Contractor agree as follows:

1. Contract Documents: The Contract Documents consist of this Agreement together with the Contractor's Designer Scope of Services and Cost of Services (Attachment A). The Contract Documents constitute the entire Agreement between the parties concerning the services and all are as fully a part of this Agreement as if attached hereto. In the event of conflicting provisions, the language of this Agreement shall govern provided that if the conflict relates to quantity or quality of goods or services, the greater quantity or higher quality specified shall be required.
2. Scope of Services: The Contractor shall furnish Designer Services for Roof Leak Investigation at Chapel Building, Medfield State Hospital related to the Program in accordance with the Scope of Services provided in Attachment A, as well as, all services necessary or incidental thereto.
3. Performance of Work: The Contractor shall furnish all equipment, staffing, and materials to accomplish the Program in strict conformity with all applicable Federal, State, and local laws, each of which is incorporated by reference and shall be responsible for obtaining all necessary approvals/permits as required for the performance of the Program.
4. Warranties: The Contractor warrants that all work will be performed in a good and workmanlike manner and in strict conformity with the Contract Documents. The Contractor shall replace, repair, or make good, without cost to the Town, any defects or faults arising within one (1) year after date of Town's acceptance of articles furnished hereunder (acceptance not to be unreasonably delayed) resulting from imperfect or defective work done or materials furnished by the Contractor.

5. Contract Term: The Contract Term is as follows: _____ through _____.
6. Payment for Work: The Town shall pay for the Program in accordance with the pricing in Attachment A. The Contractor to Town shall submit invoices for payment for the Program according to terms set forth by the Town. The Town shall make payments within thirty (30) days after its receipt of the invoice.
7. Indemnification of the Town: The Town's liability hereunder shall be limited to the amounts due the Contractor for services actually rendered. The Contractor shall indemnify and hold harmless the Town, its officers, boards, agents and employees to the maximum extent permitted by law, from any liability loss, damage, cost, charge, or expense resulting from any employees or third party contractor or supplier's claim for payment for wages, labor, materials, goods or services rendered to Contractor or from any claim for injury to person or property, which be made as a result of any act, omission or default on the part of the Contractor, or any of its agents or employees and will pay promptly on demand all costs and expenses of the investigation thereof, including attorney's fees and expenses. If any such claim is made, the Town may retain out of any payments, then or thereafter due to the Contractor a sufficient amount to protect the Town against such claims, costs and expenses.
8. Contractor's Standard of Care: In providing services under this Agreement, the Contractor shall perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the Architectural/Engineering Building Envelope Specialists industry currently practicing under similar circumstances. Upon notice to the Contractor and by mutual agreement between the parties, the Contractor will, without additional compensation, correct those services not meeting such a standard.
9. Contractor's Personnel: The Contractor shall utilize only its employees and shall not utilize any third-party contractors without prior written approval of the Town.
10. Insurance: The Contractor shall provide the following insurance policies. The Town will require a Certificate of Insurance, indicating evidence of General Liability, Automobile Liability, and Professional Liability with minimum limits of \$1,000,000.00 and Worker's Compensation (per Statute). The Town will require the Certificate of Insurance to include naming the Town of Medfield as an additional insured.
11. Independent Contractor: The Contractor is an independent contractor and is not an agent or employee of the Town and is not authorized to act on behalf of the Town. The Town will not withhold Federal, State or payroll taxes of any kind, on behalf of the Contractor or the employees of the Contractor. The Contractor is not eligible for, and shall not participate in, any employee pension, health or other fringe benefit plan of the Town.
12. Successors and Assigns: This Agreement is binding upon the parties hereto, their successors, assigns and legal representatives. Neither the Town nor the Contractor shall assign or transfer any interest in the Agreement without the written consent of the other.
13. Inspection and Reports: The Town shall have the right to inspect the records of the Contractor relative to the services provided to the Town pursuant to this Agreement. Upon request the Contractor shall furnish to the Town any and all written reports relative to such services arising out of its operations under this Contract during and/or after the termination of the contract.
14. Termination:
 - a. For Cause – The Town shall have the right to terminate this Agreement if (i) the Contractor neglects or fails to perform or observe any of its obligations hereunder and a cure is not effected by the

Contractor within seven (7) days next following its receipt of a termination notice issued by the Town, (ii) if an order is entered against the Contractor approving a petition for an arrangement, liquidation, dissolution or similar relief relating to bankruptcy or insolvency and such order remains unvacated for thirty (30) days; or (iii) immediately if the Contractor shall file a voluntary petition in bankruptcy or any petition or answer seeking any arrangement, liquidation or dissolution relating to bankruptcy, insolvency or other relief for debtors or shall seek or consent or acquiesce in appointment of any trustee, receiver or liquidation of any of the Contractor's property.

The Town shall pay all reasonable and supportable costs incurred prior to termination, which payment shall not exceed the value of services provided.

b. For Convenience – The Town may terminate this Agreement at any time for any reason upon submitting to the Contractor thirty (30) days prior a written notice of its intention to terminate. Upon receipt of such notice, the Contractor shall immediately cease to incur expenses pursuant to this Agreement unless otherwise directed in the Town's termination notice. The Contractor shall promptly notify the Town of costs incurred to date of termination and the Town shall pay all such reasonable and supportable costs which payment shall not exceed the unpaid balance due on this Agreement.

c. Return of Property – Upon termination, the Contractor shall immediately return to the Town, without limitation, all documents and items of any nature whatever, supplied to the Contractor by the Town or developed by the Contractor in accordance with this Agreement.

15. Notice: Any and all notices, or other communications required or permitted under this Contract, shall be in writing and delivered by hand or mailed postage prepaid, return receipt requested, be registered or certified mail or by other reputable delivery service, to the parties at the address set forth on Page 1 or furnished from time to time in writing hereafter by one party to the other party. Any such notice or correspondence shall be deemed given when so delivered by hand, if so mailed, when deposited with the U.S. Postal Service or, if sent by private overnight or other delivery service.

16. Severability: If any term of this Contractor application thereof shall to any extent be held invalid, illegal or unenforceable by the court of competent jurisdiction, legality, and enforceability of the remaining terms and conditions of the Contract shall not be deemed affected thereby unless one or both parties would be substantially or materially prejudiced.

17. Governing Law: The performance of this Contract shall be governed, construed and enforced in accordance with the laws of the Commonwealth of Massachusetts, Claims and Disputes and Resolution Procedure. Claims, disputes, or other matters in question with the Town and Contractor or any other party claiming rights under this Agreement relating to or arising from the Project, the Work, or interpretation of any terms of the Contract or Contract Documents shall be resolved only by a civil action commenced in the Commonwealth of Massachusetts in either the Superior Court Department, Norfolk County, or the District Court Department, Dedham Division, of Massachusetts Trial Court; in the alternative, private arbitration or mediation may be employed if the parties mutually agree in writing to do so.

18. Entire Agreement: This Contract, including all documents incorporated herein by reference, constitutes the entire integrated agreement between the parties with respect to the matters described. This contract supersedes all prior agreements; negotiations, either written or oral and it shall not be modified or amended except by a written document executed by the parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on this day and year first above written.

(Contractor)

Board of Selectmen

By: _____

Title: _____

Approved as to Form: _____

Town of Medfield, MA

Mark G. Cerel, Town Attorney

Kristine Trierweiler, Town Administrator

CERTIFICATION OF GOOD FAITH

The undersigned certifies under pains and penalties of perjury that this contract has been obtained in good faith and without collusion or fraud with any other person. As used in this certification, the word “person” shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

The Contractor by:

Print Name

Title/Authority

DRAFT

CERTIFICATE OF STATE TAX COMPLIANCE

Pursuant to Massachusetts General Laws, Chapter 62C, Section 49A

_____, authorized signatory for
name of signatory

_____, whose
name of contractor

principal place of business is at _____,

_____ does hereby certify under the pains and penalties of perjury that
_____ has paid all
name of contractor

Massachusetts taxes and has complied with all laws of the Commonwealth of Massachusetts relating to taxes,
reporting of employees and contractors, and withholding and remitting child support.

Signature

Date



Russo Barr Associates, Inc.
55 Sixth Road, Suite 6
Woburn, MA 01801
781-273-1537 tel
781-273-1695 fax
www.russobarr.com

September 9, 2022

Mr. Nicholas J. Milano
Assistant Town Manager
Town of Medfield
459 Main Street
Medfield, MA 02052

Re: **Cost Proposal:** Designer Services for
Roof Leak Investigation at Chapel Building
Medfield State Hospital
Medfield, MA

Mr. Milano:

Pursuant to your recent request, we are pleased to submit our Proposal for Designer Services for the referenced project.

Designer Scope of Services

We understand there currently is water infiltration into the Chapel building and the Town would like us to perform leak investigations in an effort to determine the cause so that the necessary repairs can be made to stabilize & stop the leaks (short-term repairs). The Town will undertake any necessary long-term improvements at a later date. Our typical scope of services for this type of project includes: (1) performing reviews of any original architectural/engineering plans, construction related documents, and any previous reports or correspondences; (2) participate in site visits as necessary to review conditions and to perform on-site investigative services; (3) participate in meetings to review and discuss our findings; and (4) issue report(s) documenting the results of our work, including recommendations for corrective actions.

Cost of Services

Designer Services will be provided on a time-and-expense basis in accordance with the following labor costs and reimbursable costs, for a not-to-exceed cost of **\$8,000**. Note: this not-to-exceed cost does not include the cost of an access lift; if an access lift is required their will be an additional cost for such.

Labor Costs:

- Project Principal \$ 225/hour
- Project Manager/Engineer \$ 190/hour
- Structural Engineer \$ 190/hour
- Assistant Project Manager/Engineer \$ 160/hour
- Technician \$ 125/hour

Reimbursable Costs:

Consultants Cost plus 15%
Contractors (Test Cuts, Access Lift) Cost plus 15%
Material Testing Cost plus 15%

It is understood that all information that the client/owner, has available relative to the project will be made available to the Designer, and the client/owner shall provide safe access to the site and railing areas.

Invoices are due and payable within thirty days. Unless otherwise provided for hereinbefore, the attached "Russo Barr Associates, Inc. General Terms and Conditions" are incorporated herein by reference and shall be considered a part of this agreement. This Agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Massachusetts.

Nothing contained herein shall obligate the undersigned to undertake additional work on matters not included here, except in consideration of additional compensation mutually agreed upon. We will provide additional Designer Services to include Design, Bidding & Construction Period Services for mutually agreed upon additional compensation.

Endorsement of this contract by the client/owner, and the return of one (1) copy to this office will be sufficient authorization for us to proceed with the work involved.

We appreciate your consideration of our capabilities and look forward to providing Designer Services to you.

Sincerely,



James M. Russo
President & COO
Phone: 781-273-1537 X21
Fax: 781-273-1695
Email: jrusso@russobarr.com

ACCEPTED: Town of Medfield

BY: _____

TITLE: _____

DATE: _____



Brittney Franklin <bfranklin@medfield.net>

Fwd: Community Gardens Committee

Kristine Trierweiler <ktrierweiler@medfield.net>

Tue, Oct 18, 2022 at 2:54 PM

To: Brittney Franklin <bfranklin@medfield.net>

----- Forwarded message -----

From: **Karen Smith** <[REDACTED]>
Date: Mon, Oct 17, 2022 at 6:26 PM
Subject: Community Gardens Committee
To: <ktrierweiler@medfield.net>

Hi Kristine.

I would like to join the community gardens committee. I am a floral designer here in Medfield, just starting a business, and many of my florals were grown at the Holmquist reservation. I would like to be on the committee to help people learn about the gardens, publicize them, appreciate the open space, follow the rules (fencing, mulching, weeding,) etc.

I would also like to have the gardeners become more social with each other, I see a lot of people from families to elderly and we don't know each other well.

Please let me know about joining this committee.

Thank you,
Karen Smith
fomoflowers, Inc.

--

Kristine Trierweiler
Town Administrator
Town of Medfield
459 Main Street
Medfield, MA 02052
508 906 3011 phone
508 359-6182 fax

Follow us:www.town.medfield.net

Twitter: @townofmedfield

Town House Hours:

Monday 8:30 AM to 4:30 PM**Tuesday 8:30 AM to 7:30 PM****Wednesday 8:30 AM to 4:30 PM****Thursday 8:30 AM to 4:30 PM****Friday 8:30 AM to 1:00 PM**

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ZULLO GALLERY CENTER FOR THE ARTS

456A Main Street
Medfield, Massachusetts 02052

William F. Pope
Executive Director

October 27, 2022

To The Medfield Selectmen,

The Zullo Gallery is requesting a one day beer & wine permit for **Saturday Nov. 5** from 4:30-11:30pm for a benefit music concert for the Zullo Gallery and Ukraine that will feature local Medfield Jazz musician Anton Derevyanko and his band. This was very successful in March and we look to build on that support while giving community members an evening of great entertainment. It's also the last day of the gallery's 28th Annual Juried Exhibition so attendees will have the chance to view some inspiring art while listening to outstanding musicians perform.

Thank you for your consideration - and your past support.

Sincerely,

William F. Pope
Executive Director

requested date:
Saturday November 5, 2022 4:30-11:30pm