



Select Board
Meeting Packet
April 4, 2023

Massachusetts School Building Authority

Next Steps to Finalize Submission of your FY 2023 Statement of Interest

Thank you for submitting an FY 2023 Statement of Interest (SOI) to the MSBA electronically. **Please note, the District's submission is not yet complete if the District selected statutory priority 1 or priority 3.** If either of these priorities were selected, the District is required to mail the required supporting documentation to the MSBA, which is described below.

ADDITIONAL DOCUMENTATION FOR SOI STATUTORY PRIORITIES #1 AND #3: If a District selects Statutory priority #1 and/or priority #3, the District is required to submit additional documentation with its SOI.

- If a District selects statutory priority #1, Replacement or renovation of a building which is structurally unsound or otherwise in a condition seriously jeopardizing the health and safety of the school children, where no alternative exists, the MSBA requires a hard copy of the engineering or other report detailing the nature and severity of the problem and a written professional opinion of how imminent the system failure is likely to manifest itself. The District also must submit photographs of the problematic building area or system to the MSBA.
- If a District selects statutory priority #3, Prevention of a loss of accreditation, the SOI will not be considered complete unless and until a summary of the accreditation report focused on the deficiency as stated in this SOI is provided.

ADDITIONAL INFORMATION: In addition to the information required above, the District may also provide any reports, pictures, or other information they feel will give the MSBA a better understanding of the issues identified at a facility.

If you have any questions about the SOI process please contact the MSBA at 617-720-4466 or SOI@massschoolbuildings.org.

Massachusetts School Building Authority

School District Medfield

District Contact Jeffrey J Marsden TEL: (508) 359-2302

Name of School Dale Street

Submission Date 3/22/2023

SOI CERTIFICATION

To be eligible to submit a Statement of Interest (SOI), a district must certify the following:

- The district hereby acknowledges and agrees that this SOI is NOT an application for funding and that submission of this SOI in no way commits the MSBA to accept an application, approve an application, provide a grant or any other type of funding, or places any other obligation on the MSBA.
- The district hereby acknowledges that no district shall have any entitlement to funds from the MSBA, pursuant to M.G.L. c. 70B or the provisions of 963 CMR 2.00.
- The district hereby acknowledges that the provisions of 963 CMR 2.00 shall apply to the district and all projects for which the district is seeking and/or receiving funds for any portion of a municipally-owned or regionally-owned school facility from the MSBA pursuant to M.G.L. c. 70B.
- The district hereby acknowledges that this SOI is for one existing municipally-owned or regionally-owned public school facility in the district that is currently used or will be used to educate public PreK-12 students and that the facility for which the SOI is being submitted does not serve a solely early childhood or Pre-K student population.
- Prior to the submission of the SOI, the district will schedule and hold a meeting at which the School Committee will vote, using the specific language contained in the "Vote" tab, to authorize the submission of this SOI. This is required for cities, towns, and regional school districts.
- Prior to the submission of the SOI, the district will schedule and hold a meeting at which the City Council/Board of Aldermen or Board of Selectmen/equivalent governing body will vote, using the specific language contained in the "Vote" tab, to authorize the submission of this SOI. This is not required for regional school districts.
- The district hereby acknowledges that current vote documentation is required for all SOI submissions. The district will use the MSBA's vote template and the required votes will specifically reference the school name and the priorities for which the SOI is being submitted.
- The district hereby acknowledges that it must upload all required vote documentation on the "Vote" tab, in the format required by the MSBA. All votes must be certified or signed and on city, town or district letterhead.
- The district hereby acknowledges that this SOI submission will not be complete until the MSBA has received all required supporting documentation for statutory priority 1 and statutory priority 3. If statutory priority 1 is selected, your SOI will not be considered complete unless and until you provide the required engineering (or other) report, a professional opinion regarding the problem, and photographs of the problematic area or system. If statutory priority 3 is selected, your SOI will not be considered complete unless and until you provide a summary of the accreditation report focused on the deficiency as stated in this SOI. The documentation noted above must be post-marked and submitted to the MSBA by the Core Program SOI filing period closure date.

**LOCAL CHIEF EXECUTIVE OFFICER/DISTRICT SUPERINTENDENT/SCHOOL COMMITTEE CHAIR
(E.g., Mayor, Town Manager, Board of Selectmen)**

Chief Executive Officer * **School Committee Chair** **Superintendent of Schools**

(signature)

(signature)

(signature)

Date

Date

Date

* Local chief executive officer: In a city or town with a manager form of government, the manager of the municipality; in other cities, the mayor; and in other towns, the board of selectmen unless, in a city or town, some other municipal office is designated to the chief executive office under the provisions of a local charter. Please note, in districts where the Superintendent is also the Local Chief Executive Officer, it is required for the same person to sign the Statement of Interest Certifications twice.

Massachusetts School Building Authority

School District Medfield

District Contact Jeffrey J Marsden TEL: (508) 359-2302

Name of School Dale Street

Submission Date 3/22/2023

Note

The following Priorities have been included in the Statement of Interest:

1. Replacement or renovation of a building which is structurally unsound or otherwise in a condition seriously jeopardizing the health and safety of school children, where no alternative exists.
2. Elimination of existing severe overcrowding.
3. Prevention of the loss of accreditation.
4. Prevention of severe overcrowding expected to result from increased enrollments.
5. Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility.
6. Short term enrollment growth.
7. Replacement of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements.
8. Transition from court-ordered and approved racial balance school districts to walk-to, so-called, or other school districts.

SOI Vote Requirement

I acknowledge that I have reviewed the MSBA's vote requirements for submitting an SOI, which are set forth in the Vote Tab of this SOI. I understand that the MSBA requires votes from specific parties/governing bodies, in a specific format using the language provided by the MSBA. Further, I understand that the MSBA requires certified and signed vote documentation to be submitted with the SOI. I acknowledge that my SOI will not be considered complete and, therefore, will not be reviewed by the MSBA unless the required accompanying vote documentation is submitted to the satisfaction of the MSBA. All SOI vote documentation must be uploaded on the Vote Tab.

SOI Program: Core

Potential Project Scope: Potential New School

Is this a Potential Consolidation? No

Is this SOI the District Priority SOI? Yes

School name of the District Priority SOI: Dale Street

Is this part of a larger facilities plan? No

If "YES", please provide the following:

Facilities Plan Date:

Planning Firm:

Please provide a brief summary of the plan including its goals and how the school facility that is the subject of this SOI fits into that plan:

Please provide the current student to teacher ratios at the school facility that is the subject of this SOI: 23 students per teacher

Please provide the originally planned student to teacher ratios at the school facility that is the subject of this SOI: 22 students per teacher

Does the District have a Master Educational Plan that includes facility goals for this building and all school buildings in District? Yes

If "YES", please provide the author and date of the District's Master Educational Plan.

As a component of our MSBA feasibility study, we developed a detailed Education Plan for the Dale St. School. Our vision is to have a school that provides an environment for project-based learning and flexible learning spaces that maximizes natural light and fresh air throughout the building to support student wellness. Students will learn in outdoor learning spaces and understand the importance of sustainability. Jeffrey J. Marsden

Is there overcrowding at the school facility? No

If "YES", please describe in detail, including specific examples of the overcrowding.

Has the district had any recent teacher layoffs or reductions? No

If "YES", how many teaching positions were affected? 0

At which schools in the district?

Please describe the types of teacher positions that were eliminated (e.g., art, math, science, physical education, etc.).

Has the district had any recent staff layoffs or reductions? No

If "YES", how many staff positions were affected? 0

At which schools in the district?

Please describe the types of staff positions that were eliminated (e.g., guidance, administrative, maintenance, etc.).

Please provide a description of the program modifications as a consequence of these teacher and/or staff reductions, including the impact on district class sizes and curriculum.

Does Not Apply

Please provide a description of the local budget approval process for a potential capital project with the MSBA. Include schedule information (i.e. Town Meeting dates, city council/town council meetings dates, regional school committee meeting dates). Provide, if applicable, the District's most recent budget approval process that resulted in a budget reduction and the impact of the reduction to the school district (staff reductions, discontinued programs, consolidation of facilities).

Does Not Apply

General Description

BRIEF BUILDING HISTORY: Please provide a detailed description of when the original building was built, and the date(s) and project scopes(s) of any additions and renovations (maximum of 5000 characters).

Dale Street School is comprised of structures built in 1942, 1962, a minor renovation for office conversion to educational space in 1997, and the installation of two modular classrooms in 2000. The original facility was designed as a Junior - Senior High School. The main classroom structure is two stories high, built with cast in place footings and foundations with load bearing masonry walls. The roof framing is steel with wood planking and a slate roof. The construction drawings indicate the main structure has a flat roof of approximately 13' x 75" that runs north/south and flattens the top portion of the hip and it is shown as composite roofing. The remaining two portions of the original building are single story of similar construction with slate roofs. The locker room portion attached to the north raised elevation of the gym has a parapet walled flat roof.

The first addition, was constructed in 1962. It is typical school construction for this period, and began the conversion of the Junior-Senior High School to an upper elementary school for Grades 4-6. Despite this conversion, the main building was not upgraded at that time. The focus was on regular classroom space, an office area, and a cafeteria. Growing special education services and EL services, reading and math remedial services, and areas for the arts posed significant challenges in the available space. The space requirements were limited and could only be addressed through converting storage areas to learning spaces or using non-instructional areas (hallways, cafeteria, library, etc) as alternatives.

The 1962 structure is comprised of cast in place reinforced concrete footing and foundations with a steel frame and bulb "T" and Tectum roof deck. This addition included: 10 classrooms, kitchen, cafeteria/assembly, activity room (now functioning as a LMC), storage, 2 gang toilets, teachers' room, 2 individual staff toilets, and administrative area (principal's office, reception/clerical, nursing station). This portion of the facility is in fair condition with the exception of the roof, exterior window system, and the doors and frames.

Before 1997, the Central Office for the district was located at Dale Street School. In 1997, the central office was relocated to the newly renovated Town House, and the vacated space was renovated and converted to instructional space and an expansion to the library. There was no increase in square footage in the building as a result of this renovation.

The final addition to the facility was in 2000, at which time "temporary" modular classrooms were installed. There are two classrooms and two toilets. These units sit on cast in place foundation and have a flat roof structure. There are signs of cracking in the foundation. They are serviced by unit ventilators with gas fired HVAC roof top units. The building has 2" x 4" acoustic ceiling with 2" x 4" lay-in light fixtures. In the Fall of 2022, the two HVAC roof top units were replaced.

In 2018 the MSBA accepted the Dale Street School SOI into the MSBA's Eligibility Period where we were moved forward into the feasibility Study. Unfortunately the project failed at the Town Meeting by a narrow percentage (62% to 38%) and the Town of Medfield had to withdraw from the MSBA program.

The total gross floor area of the Dale Street School is 53,029 square feet with an additional 10,700 square feet of inaccessible basement according to the space summary study conducted in April of 2019 by Arrowstreet Architects.

TOTAL BUILDING SQUARE FOOTAGE: Please provide the original building square footage PLUS the square footage of any additions.

53029

SITE DESCRIPTION: Please provide a detailed description of the current site and any known existing conditions that would impact a potential project at the site. Please note whether there are any other buildings, public or private, that share this current site with the school facility. What is the use(s) of this building(s)? (maximum of 5000 characters).

Located just north of the center of town, the existing Dale Street School is located on approximately 17 acres and shares the site with the Memorial Elementary School. A baseball/field hockey field that is used by the high school is situated in between these two schools. It is bound by Adams Street on the west, North Street to the east, and a residential neighborhood to the west, north, and east. To the south is Dale Street, the Parks & Recreation Building, and the newly constructed Public Safety Building.

ADDRESS OF FACILITY: Please type address, including number, street name and city/town, if available, or describe the location of the site. (Maximum of 300 characters)

43 Adams Street
Medfield MA 02052

Located just north of the center of town, the existing Dale Street School is located on approximately 17 acres and shares the site with the Memorial Elementary School.

BUILDING ENVELOPE: Please provide a detailed description of the building envelope, types of construction materials used, and any known problems or existing conditions (maximum of 5000 characters).

The 1942 structure is masonry brick faced concrete. The 1962 building is brick faced CMU. The modular structure is brick over stud wall construction. Studies indicate that the brick is generally in fair condition. Limited areas need repointing. Very few areas evidence efflorescence typically associated with water penetration. Approximately one half of the existing original single pane windows have been replaced since 2005. The remaining original windows are single pane low efficiency wood framing. The roof structure is a combination of pitched and flat structures. Pitched roofs are original slate tiles. The flat roofs are either synthetic membrane or built up asphalt. The roofs have had regular maintenance and repair but are nearing end of life. The combined 1942, 1962 and 2000 modular building addition is constructed with footings which are cast in place reinforced concrete spread footings. All foundation walls are cast in place reinforced concrete. Grade beams are present only in the original building and are cast in place reinforced concrete. The foundation insulation is not actually observed in the structures, we suspect that only the modular classroom structure has foundation insulation as it was constructed after the adoption of the energy code. Slab on grade is cast in place reinforced concrete of varying thickness; Waterproofing is indicated in the plans for both the original and 1962 structures. The 2000 modular classrooms have a ventilated crawlspace. The 1942 building was built as a bomb shelter and Civil Defense signage is still present to the right of the front door. There are nine sets of exterior stairs constructed of concrete or limestone servicing the 1942 building. The exterior stairways are in varying stages of deterioration. The wide steps to the entrance of the 1962 building are cast in place concrete and show extensive cracking. The railing has been removed. A handicapped ramp has been installed with railings, and the front portico has been repaired.

Has there been a Major Repair or Replacement of the EXTERIOR WALLS? YES

Year of Last Major Repair or Replacement:(YYYY) 2005

Description of Last Major Repair or Replacement:

Single pane windows

Roof Section A

Is the District seeking replacement of the Roof Section? YES

Area of Section (square feet) 700

Type of ROOF (e.g., PVC, EPDM, Shingle, Slate, Tar & Gravel, Other (please describe)

Synthetic membrane & slate

Age of Section (number of years since the Roof was installed or replaced) 8

Description of repairs, if applicable, in the last three years. Include year of repair:

2015 - Replaced wet insulation and resurfaced roof. Approximately 700 square feet. Roof was in need of replacement. We are estimating by the condition of the roof that it is 30 plus years old.

Roof Section B

Is the District seeking replacement of the Roof Section? YES

Area of Section (square feet) 1400

Type of ROOF (e.g., PVC, EPDM, Shingle, Slate, Tar & Gravel, Other (please describe))

Synthetic membrane .060 GenFlex

Age of Section (number of years since the Roof was installed or replaced) 1

Description of repairs, if applicable, in the last three years. Include year of repair:

2022- needed to replace a section of the 1942 original building roof. Remove and replaced all wet and damaged insulation, repaired all voids, cuts, and blisters in the existing system, removed and installed all new flashings.

Window Section A

Is the District seeking replacement of the Windows Section? YES

Windows in Section (count) 140

Type of WINDOWS (e.g., Single Pane, Double Pane, Other (please describe))

Single Pane

Age of Section (number of years since the Windows were installed or replaced) 25

Description of repairs, if applicable, in the last three years. Include year of repair:

Replacement

MECHANICAL and ELECTRICAL SYSTEMS: Please provide a detailed description of the current mechanical and electrical systems and any known problems or existing conditions (maximum of 5000 characters).

The 1942 and 1962 buildings rely on two gas-fired sectional steam boilers located in the boiler room of the original (1942) building. The original steam boilers have been abandoned in place. Although reliability is questionable, one of the original units is designated as an emergency backup if needed. Other equipment related to the original steam generation and heating have also been abandoned in place. One of the original three boilers has been removed to allow space for the present configuration. There is a simple pneumatic control system in place. Thermostats in each room control diaphragm valves on room units. A new hot water heater was installed and ventilation repairs were done in 2015.

HVAC unit ventilators in the 1942 building are original 220 Volt steam operated equipment. All systems are pneumatically controlled. The pneumatic control power plant (air compressor) is undersized and aged. The main panel of pneumatic controls, which has been through several iterations of repairs, remains functional. Ventilation requirements are within the dated compliance of their installation vintage. In 2019 we added air purification stand alone units to every learning space in the school to help with airflow.

While some pneumatic controls are functional, many areas of the building are prone to overheating while other areas cannot get sufficient heat. Steam pressure vessels were replaced in the last decade. The heating pipe distribution system consists of steel and is original except for numerous repaired areas. It is nearing the end of life cycle due to age and corrosion. Trap maintenance is ongoing, complicated by corrosion.

Plumbing systems are showing their age, including shutoffs at end devices. Fixtures and utilities are generally functional, but service work is complicated by their vintage and condition of valves and piping.

There is no fire suppression system in the building with the exception of the kitchen area. The electrical systems span several vintages of technology. In short, the distribution does not meet requirements for a modern educational facility. Worn outlet components require vigilance and regular maintenance effort. The power and light for the 1962 building are distributed from the main switch gear in the 1942 building. The switch gear has been replaced but it has no additional space capacity. The power and lighting distribution system is obsolete. A new transformer has been installed to service the 1942 and the 1962 buildings. Emergency service panels and distribution have been

regularly upgraded to meet requirements. The modular building has independent gas fired roof-top heating and ventilation systems which are in good working order. The modular building has electrical power and water supplied from the main building.

Boiler Section 1

Is the District seeking replacement of the Boiler? YES

Is there more than one boiler room in the School? YES

What percentage of the School is heated by the Boiler? 90

Type of heating fuel (e.g., Heating Oil, Natural Gas, Propane, Other)

Natural Gas

Age of Boiler (number of years since the Boiler was installed or replaced) 60

Description of repairs, if applicable, in the last three years. Include year of repair:

Condensate return tank

Has there been a Major Repair or Replacement of the HVAC SYSTEM? NO

Year of Last Major Repair or Replacement:(YYYY) 1963

Description of Last Major Repair or Replacement:

No repair or replacement. To our knowledge the HVAC system is the original to the building.

Has there been a Major Repair or Replacement of the ELECTRICAL SERVICES AND

DISTRIBUTION SYSTEM? YES

Year of Last Major Repair or Replacement:(YYYY) 2011

Description of Last Major Repair or Replacement:

Emergency light system upgrade

BUILDING INTERIOR: Please provide a detailed description of the current building interior including a description of the flooring systems, finishes, ceilings, lighting, etc. (maximum of 5000 characters).

The original 1942 building is constructed with a cast in place reinforced concrete coffered pan system. This was a high quality system for the time and is rarely used today because it is so labor intensive to build. It is exposed to view in the two story section. Ceiling systems vary throughout the facilities from exposed "T" and Tectum to lay-in acoustical panels and tiles. They range from fair to poor condition. The gymnasium has a vaulted ceiling with acoustical tiles. Lighting in the building has been replaced with more energy efficient and improved quality for the classroom environment. Interior walls in the 1942 building are a combination of brick or plaster with wood trim. The 1962 structure has extensive wood paneling and the 2000 modular building addition has vinyl covered wallboard. The 1962 building is slab on grade. Floor coverings are a combination of VCT (Vinyl Composition Tile) and VAT (VinylAsbestos Tile). It is in fair condition in the 1962 building. Floor covering in the 1942 building is typically VAT and in varying condition. It should be noted however, that when the tiles appear to be in a friable condition they are abated and replaced with proper flooring. The wood gymnasium flooring was replaced in 2013 and again in 2019.

PROGRAMS and OPERATIONS: Please provide a detailed description of the current grade structure and programs offered and indicate whether there are program components that cannot be offered due to facility constraints, operational constraints, etc. (maximum of 5000 characters).

There are a total of 21 general instructional classrooms available which support delivery of the elementary curriculum. Most of these rooms are significantly undersized for the delivery of a modern elementary instructional program. The curriculum and instructional program requires that teachers have the ability to structure lessons to include the use of technology and individualized and grouped learning stations for math, reading, writing and science instruction. Due to the physical limitations these types of activities are seriously limited.

Generally, special education and EL spaces are undersized and smaller than regular education classrooms at the Dale Street School, a configuration that does comply with state and federal guidelines. In some instances the spaces are not dedicated instructional areas, but instead have been converted from other uses. Because the spaces are a planned temporary accommodation, not permanent, they tend not to be adequately equipped as would be

expected for students who occupy the room. The current special education program requires that students with serious physical and medical limitations are accommodated in the facility. The building does not have an elevator to the second floor and the accessible travel path is limited to stairways with lifts. Bathroom facilities are not all handicapped accessible further restricting equal access and limiting efforts to integrate all of our students in a high-quality learning environment. Instrumental music is a developmentally appropriate program that is introduced at the upper elementary level and that is significantly constrained by the facility. There are no appropriately designed practice rooms; students practice in non instructional areas, mostly in corridor hallways, cafeteria, etc. There is no ensemble room. A converted shower room off of the gymnasium/auditorium is used as instrument lessons. Another undersized space is utilized for general music and choral instruction. This situation compromises regular instruction in the classrooms that surround this area due to noise and the resulting distractions.

The guidance area is 238 square feet, .48 square feet per pupil of planned enrollment; current space provides an environment for only two people at one time. This prevents small group counseling delivery and compromises student confidentiality in this area. The library is very undersized, including the technology center, further restricting future growth as related to technology. The library space is limited to only one class at a time. Conceptually serving as an instructional hub for the school this is a serious program delivery limitation.

Furthermore small group research opportunities cannot be accommodated in the current space. There is one small group instructional area for small group remedial/intervention instruction. This area is subdivided into areas by temporary panels to allow for math and ELA small groups instruction. The gymnasium is undersized for two teaching stations and has conflicted program requirements. The current space does not accommodate the required number of sections of students. Additionally the music program currently is required to use this space for a portion of the day for the delivery of band instruction. There is no separate area for adaptive physical education. This situation necessitates the use of the stage area in the gymnasium as an instructional space. Often physical education classes are "doubled up" creating safety concerns in that space.

EDUCATIONAL SPACES: Please provide a detailed description of the Educational Spaces within the facility, a description of the number and sizes (in square feet) of classrooms, a description of science rooms/labs including ages and most recent updates, a description of the cafeteria, gym and/or auditorium and a description of the media center/library (maximum of 5000 characters).

There are 19 core educational spaces for regular classrooms. Nine classrooms are 900-1000 square feet (within the 5% variation). In addition there are two modular classrooms. There are 10 classrooms that are substantially undersized to support the student centers that are an integral part of our instructional environment. There are 4 special education classrooms, each of which has a net area less than the minimum requirement, and none of which meets the state requirement that special education spaces be the same size as general education classrooms. The gymnasium consists of one open area of 2448 square feet. The gymnasium also serves as the school's auditorium. Limited elevated seating (197 seats) in the area does not provide adequate capacity for school events. The area also houses a stage area for performances and assemblies. The nursing station is 260 square feet. This undersized space does not provide adequate space for service delivery and compromises student confidentiality. The bathroom facilities in the space are not handicapped accessible and cannot be renovated to meet those requirements. Given the clinical program requirements of special education students this space is inadequate. The cafeteria is 3315 square feet and has a capacity of 200 students per seating which is adequate for seating student lunches. Unfortunately the cafeteria is surrounded by 5 of the school's general classrooms, each of which has its primary access through the cafeteria creating noise and distraction issues for those classrooms. The library consists of two areas, which together total 2460 square feet. One is the technology area outfitted with computers. The other is a combined space that ineffectively houses the stacks of the collection, instructional area seating the librarian's station with circulation desk. The area is further bisected by a temporary corridor that was created to provide access to the two modular classrooms. The Art Education classroom is only 814 square feet, which is significantly below the space that the program requires.

CAPACITY and UTILIZATION: Please provide the original design capacity and a detailed description of the current capacity and utilization of the school facility. If the school is overcrowded, please describe steps taken

by the administration to address capacity issues. Please also describe in detail any spaces that have been converted from their intended use to be used as classroom space (maximum of 5000 characters).

A significant issue at the Dale Street School is the lack of properly designed dedicated space for programs required in an elementary school program. The original building was designed for a time when special education, ELL and programs were not served in the public schools. Pervasive overcrowding issues surround the programs and support services that deal with small groups and individual students. The facility does not have the natural instructional environment to provide these services. In addition, these programs have students that require accessible facilities. School space for these programs has been created by modification to classroom space, offices, and storage areas. Attempts to further modify the building to accommodate these programs properly would inevitably result in the loss of regular education space that is necessary to support the school's enrollment. Similarly, attempts to modify the facility to provide accommodation for accessibility would require the loss of needed classroom spaces. In an attempt to reduce some of this pressure during a period of enrollment growth the school committee successfully sought funding to add two modular classrooms to the building in 2000. All twenty-one (including the two modular) regular classrooms need to be modernized to meet technology and instructional requirements. Exclusive of the modular classrooms, nine of the 19 regular classrooms meet the expected 900-1000 square feet of instructional space; the remaining 10 classrooms do not.

At the Special Town Meeting on June 21, 2022, Town Meeting voted to authorize the Board of Selectmen to enter into a Land Disposition Agreement with Trinity Financial for a portion of the Medfield State Hospital to redevelop the structures into 334 rental units, 25% of which would be affordable. This project along with some recent 40B developments have the potential to increase our enrollment significantly.

MAINTENANCE and CAPITAL REPAIR: Please provide a detailed description of the district's current maintenance practices, its capital repair program, and the maintenance program in place at the facility that is the subject of this SOI. Please include specific examples of capital repair projects undertaken in the past, including any override or debt exclusion votes that were necessary (maximum of 5000 characters).

Primary focus of the maintenance plan for Dale Street School is to sustain equitable accessibility of programs and services for all enrolled students. The District utilizes a web based computerized maintenance software system. The system encompasses both preventative and reactive maintenance issues. The building is adequately staffed for daily cleaning and upkeep. A regular schedule is employed to inspect and service mechanical equipment in the building. The head custodian in conjunction with the Director of Facilities, conducts regular assessments of building repair issues and take corrective action as needed. The following categories have been identified by the District in an effort to guide the capital planning process that is updated on an annual basis. Through operation and capital outlay appropriations, annual repair and maintenance projects have consistently focused on one or more of these categories. The categories listed here outline the direction which the District's maintenance and capital repair has taken. This enables flexibility to address needs without being pressured and strained by funding constraints.

Learning Space:

- a. Classroom Instruction
- b. Special Areas-Class Groups
- c. Special Areas-Individual/Small Group

Accessibility of Learning Spaces

- a. Handicap
- b. In Class Learning Stations

Environment of Learning Spaces

- a. Ventilation of Air
- b. Heating Circulation and Control
- c. Sound Quality
- d. Energy (Heat) Loss

Health and Safety Requirements:

- a. Fire Alarm System
- b. Emergency Lighting

Other Structural/Space Concerns

- a. Parking Availability for staff
- b. Parking availability for school events.
- c. Busing and student drop-off and pick-up areas
- d. External Play Fields

The following are the most recent capital and maintenance improvement steps (from 2015) taken to sustain Dale Street as a viable school within the District:

ACCESSIBILITY:

- Created wheelchair-accessible bathroom/changing facility
- Added one (1) van-accessible parking space
- Installed power door operator
- Purchased portable wheelchair lift to provide accessibility to stage

SAFETY/SECURITY:

- Installed monitor/intercom/remote release at Adams Street entrance
- Installed fire suppression system in kitchen
- Installed intrusion alarm
- Upgrade emergency lighting
- Replaced stage curtain with fire-rated curtain
- Replaced handrail at gymnasium stairway
- Replaced stairways at both interior and exterior locations

OTHER:

- Replaced fixtures in second floor bathrooms
- Replaced gutter/fascia – Adams Street side of building
- Replaced music room roof
- Repaired slate roof, including replacement of slates
- Repaired chimney cap
- Installed electronic energy efficient climate control mechanisms in walk in cooler and freezer
- Installed motion sensor activated light switches
- Replaced hot water heater
- Installed two (2) point-of-use hot water heaters in gymnasium bathrooms
- Replaced windows with energy efficient double-paned windows
- Replaced ceiling tiles
- Replaced/Abated asbestos floor
- Replaced interior doors and locks
- Replaced front portico

Numerous roof repairs Although the climate controls do not consistently work through the facility, many of the above repairs have contributed to energy efficiency.

Priority 5

Question 1: Please provide a detailed description of the issues surrounding the school facility systems (e.g., roof, windows, boilers, HVAC system, and/or electrical service and distribution system) that you are indicating require repair or replacement. Please describe all deficiencies to all systems in sufficient detail to explain the problem.

Originally constructed in 1942, with an addition in 1962, a renovation in 1997, and the addition of two modular units in 2000, Dale Street School has served as a viable school facility for nearly 80 years. However, despite ongoing maintenance, the mechanical distribution systems for heating, ventilation, electrical and plumbing have passed their normal useful life. The original plumbing system was installed utilizing high lead content solder. In addition, the components of the water distribution system have significantly deteriorated creating ongoing repair issues. The HVAC temperature control system is no longer serviceable. The pneumatic controls are antiquated. The heating system steam piping and condensate return system suffers from serious corrosion due to the age of the system which requires constant repair. The original boilers have been abandoned in place and should be abated for asbestos and removed. The original air handling exhaust system does not permit balancing of fresh air for each room. These failures cannot be addressed as annual repairs. Steps have been taken in the interim to reduce energy costs and provide, as much as possible, for a consistent and reliable environment. Replacement of the pneumatic controls with a digital localized controller is necessary. The electrical power, lighting, and fire alarm systems are operating at capacity and must be replaced.

The roof of the 1942 construction reflected the durability of slate as compared to the fascia, soffits, flashing and trim of the 1962 building. Those non-roof components have been replaced and/or upgraded as required. Despite the durability of the slate roofing it has also begun to demonstrate deterioration of the attachment system and appears to be reaching end of life cycle. Many of the windows need to be upgraded to higher efficiency grade throughout the building. Although safe and not in a friable condition as detailed in the most recent AHERA plan, the floors include asbestos tile. When floor tiles are damaged they are properly abated. The conveying systems and vertical movement of handicapped individuals is limited and inadequate for equity to all programs and services. There is no access to the second floor classrooms by way of an elevator. A temporary accommodation has been installed via stair lifts to meet the immediate needs of the enrolled students only at the first floor levels. Annual repairs can no longer address the systematic problems that exist with the aging mechanical systems in the structure.

Priority 5

Question 2: Please describe the measures the district has already taken to mitigate the problem/issues described in Question 1 above.

The Town of Medfield and the school committee has over the years taken aggressive action steps to preserve sustain the facility as a viable educational environment. A planning process was put in place to preserve and maintain the original appearance of the 1942 facade.

The exterior entrance to Dale Street gymnasium was repaired to address extensive deterioration. This is true of the fascia and soffits as well as the columns in this area. Additionally, other areas of fascia, soffit and gutters and downspouts have been repaired or replaced. The chimney and exhaust stacks were repaired to minimize further damage and to prevent any safety hazard.

The original single pane wood frame exterior windows in the original 1942 building are deteriorated and a program has been in place since 2006 to replace these windows. The library gable end window wall system in the 1962 addition was replaced in 2005.

Annual testing revealed that the potable water system exceeded the EPA standards for acceptable levels of lead. As a result, the school has implemented a DEP approved mitigation program that utilizes a water filtration system.

The electrical systems are at full capacity and have limited ability for expansion of service. Lighting fixtures have been replaced for efficiency and effectiveness. The emergency lighting has been upgraded.

The 2016 school maintenance plan includes efforts to regularly repair and maintain the obsolete pneumatic heating and ventilation controls, and abatement of VAT flooring tiles. As a result of the plan we continue the abatement of VAT floor tiling as required to meet the health and safety standards.

Numerous slate tiles have been replaced on the original building. Major replacement of the flat roof system over the music area/ gym was completed in 2011 and again in 2022. The original wood gutters on the 1942 building have been replaced in 2015 and repaired in 2023.

There are two chair lifts in the facility. The first allows travel from the Adams Street entrance to the first floor of the classroom in the 1942 building. There is no handicapped accessibility to the second floor classrooms. If a student is physically unable to navigate the stairways, student's classes have to be rescheduled in order for programs to be available to the students. The second lift is in the auditorium/gym. There are a number of repairs which have taken place to assure the present and continued use of this facility. It is increasingly apparent that the annual maintenance planning and effort is not adequate to manage the risk of failure of major building systems. Care has been taken to maintain life safety, clean environment and the integrity of the structure to allow the building to remain in operation until such time as it can be removed.

Priority 5

Question 3: Please provide a detailed explanation of the impact of the problem/issues described in Question 1 above on your district's educational program. Please include specific examples of how the problem prevents the district from delivering the educational program it is required to deliver and how students and/or teachers are directly affected by the problem identified.

The pneumatic control system in place is not operating at its proper efficiency, thus preventing the balance of heat and air flow throughout the classrooms. The uneven heat distribution throughout the facility affects the learning environment for instruction and learning as well as health. A student could move from a classroom which is comfortable to a higher temperature room to a lower temperature area within the period of a day. A student's ability to have access to all parts of the facility is hampered by the varying floor levels which are traveled when moving from the 1962 addition to the original building. The lack of an elevator in the 1942 building prevents individuals with disabilities from gaining access to significant areas of the structure. Students with disabilities are unable to move about the facility without being considerably delayed. The lift systems in the building cause student congestion in corridors when the lift system is in use. Students who have temporary medical conditions due to injury and are scheduled into second floor classrooms would require complete restructuring of the classroom locations. The conveying system and vertical movement is also affected by the lack of small group learning areas within close proximity to the regular classrooms. At present, students can be delayed in arriving at another learning area because of the travel time necessary to get there. In 2014, we were able to install a filtration system to mitigate any lead exposure. Bottled water is used on the second floor.

Due to limitations of the existing electrical service and distribution system the electrical requirements of classrooms is unable to be met. We have been unable to properly install educational technologies in these spaces in a seamless manner. Deployment of interactive whiteboards has been difficult to achieve as a result of wiring limitations. Further efforts to deploy computers and other mobile learning devices in the building will be limited due to electrical capacity and distribution constraints. Wireless computing has been problematic due to the structure of the school. Traffic flow of buses is limited and congested. The turns are confined and restricted. Drop-off and pick-up areas for children have similar characteristics. This remedial approach has been minimally effective in maintaining the facility as a school.

Priority 5

Question 4: Please describe how addressing the school facility systems you identified in Question 1 above will extend the useful life of the facility that is the subject of this SOI and how it will improve your district's educational program.

Dale Street School was originally built in 1942 to replace a seriously under-sized high school. In 1962, Medfield built a new high school and converted Dale Street to an elementary school, building a modest addition without upgrading the original facility. Dale Street School has an outdated HVAC, plumbing and electrical systems which, despite annual maintenance, has reached near end of life after 80 years of service. There is also a shortage of appropriate specialized classroom spaces to accommodate a modern educational program. The development of special education programs, English Language , math and ELA remediation programs and several other mandated educational programs has placed significant pressure on available space. This situation seriously limits our ability to meet our educational goals.

Creating appropriate learning environments for our students is a major priority for the district, but cannot be accomplished in the current space without sacrificing significant town values, including Medfield's commitment to manageable class sizes. Two temporary modular classrooms installed 23 years ago as a stopgap measure eased use through the situation, but even that solution no longer ensures that we can provide appropriate learning spaces to all our students.

If it were not for a focus on sustaining a maintenance plan to keep Dale Street in a reasonably functional condition over a number of years, student performance and academic growth would not have been positively influenced. As presented in this priority, the physical structure has reached its limit; a maintenance plan is not the solution for an expanded life of this facility; but major renovation of the facility or a new facility will play a significant role on student performance for several decades into the future.

Please also provide the following:

Have the systems identified above been examined by an engineer or other trained building professional?:

YES

If "YES", please provide the name of the individual and his/her professional affiliation (maximum of 250 characters):

CODE RED Consultants (Arrowstreet Architecture & Design)

The date of the inspection: 10/1/2020

A summary of the findings (maximum of 5000 characters):

The potential scopes of work was to address the needs of the school may include one or more of the

following options:

- Base building repair
- Major interior renovation/alteration
- Addition interconnected with existing building
- Addition separated from existing building by a fire wall
- Demolition of existing building, and construction of a new building

Priority 7

Question 1: Please provide a detailed description of the programs not currently available due to facility constraints, the state or local requirement for such programs, and the facility limitations precluding the programs from being offered.

The Dale Street School facility has served the community as an educational setting since 1942. During that period of over eighty years significant changes have occurred in education. The facility now has numerous constraints which inhibit the ability to provide for a modern elementary instructional program. The internal design of regular education spaces is too small both by regulation and the reality of program requirements. This inadequacy of properly designed space causes interference with the delivery of student centered instructional practices. Core learning areas in the building are not properly designed and are undersized for the required program. The effort to accommodate for varied space requirements has resulted in numerous examples of conflicted space use issues. Finally, the lack of properly designed instructional areas and inadequate space for special educational programs has created equity issues for program delivery.

Without any consideration to the Medfield State Hospital (MSH) project or development of 40B Projects, the total public school enrollment, K-12 is projected to remain steady as we move into the latter part of this decade. The factors resulting from the real estate development of the MSH or 40 B projects will create educational variables which affect classrooms. Although, the physical space of 21 classrooms (including the two modular classrooms) may be able to accommodate the current enrollment, the design of each classroom does not have the mechanical and educational infrastructure to accommodate the variables which effect instruction and learning within the classrooms. Specifically, the continued development of appropriate specialized educational programs for students with disabilities will continue to limit the availability of proper educational space requirements.

The classrooms at the Dale Street School were built and designed to support a 1942 era high school instructional program. The size of the rooms would accommodate a structured lecture based learning and century elementary instructional program. However, the spaces are obsolete and not suited for a 21st century elementary instructional program. Each classroom must have the resources to utilize technology in instruction. With the advent of electronic white boards and one to one learning, instruction was improved to the extent that the physical space could enable the teacher to incorporate the technology into instruction. Distractions to the instructional environment are another area of concern. In the 1962 addition, the location of the classrooms runs the perimeter of the two core areas, cafeteria and the media/library center. The effect on instruction and learning within each adjacent classroom while the cafeteria has lunch is substantially compromised by noise. The movement of students to and within the library and computer center while students are engaged in adjacent classrooms further compromises instruction due to distraction and noise. The issue is exacerbated by the lack of a dedicated music room for orchestra which utilizes this space for the program requirements creating similar noise and distraction issues. Additionally, orchestra instruction is compromised by student movement from these classrooms and to and from the library media center.

Library/Media: To improve on the restricted, undersize area of the library/media center, an adjacent classroom was converted to a computer lab with individual work stations. This enabled the main area of the center to acquire space for student activities, access to media resources and reading/research. The new design was improved, but still limited the level of access to resources expected of student in an upper elementary environment. When the modular classrooms were installed, a corridor to the two classrooms was created between the library/media center and the location of the two modular classrooms. Unintentionally, the corridor became a further cause of limited activities as well as interference to the environment because of the movement of students. The library/media center has been an inadequate and undersized area since its construction in 1962. The limited available space for student activities is a significant problem. At most one class at a time can be scheduled into the space. The design of open space for student reading, technology access, research activities and other flexible learning options are not available. Instruction in the use of the library is more often shifted to the regular classrooms.

Music Programs: There is 972 square feet of space in the existing facility for music education and performing arts. Of the total net area (which excludes storage), 572 square feet is for general music, 1.35 square feet per student and 400 square feet allocated to performing arts. The regulations state that practice rooms shall fall within the range of 75-130 square feet and ensemble rooms up to 300 square feet, exclusive of storage. Music education classrooms should be 1000-1200 square feet. While is not be unusual to use the stage in the gymnasium as a classroom for music performance and instruction; it is however, clearly a scheduling problem with physical education for the demands of events which could be occurring at the same time. The program is currently scheduled in non-traditional space for normal music instruction, excluding large group choral and band which would use the gymnasium and cafeteria. The latter two areas, along with corridors are used for small group instruction for a number of non-music students for services. A previous high school shower room was reconfigured into a music education/practice room to acquire space for the program.

Art Programs: There is 814 square feet, which is 1.92 square feet per student for the art program, exclusive of storage. The regulations state that art education classrooms shall fall within the range of 1000-1200 feet, exclusive of storage. The art space was converted from the original location of the cafeteria/kitchen in the 1942 building. This area was converted to an art classroom because of the availability of water. The area supports art instruction minimally to the extent that the electrical and ventilation systems do not prevent specific activities.

Reading Program: The reading program is designed to be integrated into the regular classroom. The population is expected to be more than 7% of the enrolled students, but less than 42%. There is no designed reading space provided for conference and one on-one other than nontraditional usage of space. The Commonwealth (603 CMR 38.02) states that small group/seminar environment shall fall up to 500 square feet each, exclusive of storage.

Food Service/cafeteria: Actual size is 3315 square feet; which could accommodate 200 pupils as defined by the regulation. At present time, the facility provides three seatings per day to serve lunch to students.

Gymnasium Adapted Physical Education: The number of students needing this service is approximated to be no less than .5% and probably not more the 1.4% of the enrolled students. Currently there is no dedicated space in which a student receives services. Non-traditional space or a class within the gymnasium (along with another regularly scheduled class) would be used. The gymnasium's restricted size and open design does not allow the adaptive physical education program to be provided in the space. The program is scheduled into a converted space in an adjacent locker/shower area or on the stage. This severely constrains the options for program delivery and resources connected with the curriculum.

EL Students: The number of children who fall within the definition of English as Second Language for 2023 is projected to be between 30-35 children. This is an increase from past years in the district. These students could have needs which require a separate area from their regular classroom for support services. A classroom environment with proper resources, including technology was to extend the space and electrical infrastructure would allow.

Special Education Students: The average number of children who will require services for up to 30% of a school day is projected to be approximately 13% of the enrolled students. With the existing facility, the support services would be provided within a total net area of 905 square feet (15.3 square feet per student compared to 39 square feet per student in a regular classroom). Under the IDEA, the facility for special education services are to be equal to comparable space for regular education students and designed as needed to service students in dealing with their educational program. There was no designed dedicated space for students who require this intensive support service. Recently a health classroom space was converted to provide for this program.

Guidance Support Services: The existing facility provides 238 square feet to service student with their social, growth and academic needs. This is .56 square feet per student. The existing space lacks the appropriate environment for private discussion one-on-one or small group. The same space is shared by special educators for psychological services as defined in the student IEP. This latter group of students represents approximately 13% of the enrolled students. Students with services who fall within the guidelines of Section 504 place an additional demand on the same space. With this characteristic, established by student needs the guidance space is in high demand and experiences a high degree of schedule conflict (space in demand for more than one student event). To accomplish the small group seminars (as designed for this age level), a counselor uses other spaces, such as the cafeteria, gymnasium, and classrooms.

Nursing Station: The nursing station is severely undersized (260 sq. ft.) to meet the clinical needs of the student population. In addition the space has a bathroom facility that is not handicapped accessible.

Priority 7

Question 2: Please describe the measures the district has taken or is planning to take in the immediate future to mitigate the problem(s) described above.

At present, the major issues with the facility at Dale Street are with the limited or lacking of small group learning spaces, integrated within the location of regular classroom instruction; individual counseling and psychological areas to deal with confidential issues with children; a viable music facilities and lunch where the sound does not become an interruption with classroom instruction. Generally, the lack of small group learning/conference areas within the facility has made the core area in the 1962 addition and attraction alternative. It would not be uncommon for a special education teacher working with a small group of students in the cafeteria or a small group counseling session be conducted by a guidance counselor in the library or cafeteria; while there is a natural movement of a student or students from the adjacent classrooms. In an unintentional manner, the small groups lack the instructional privacy.

Equity and adequacy issues are in conflict instructional areas which support/provide student learning. Many times the space becomes conflicted space for its use is required by more than one group of students. Small learning areas for individual or small group instruction are designed to deal with at-risk students (at a variety of levels of risk) with privacy. Small learning spaces have been created where space could be converted to accommodate the need for these services. These specifically include programs for music, EL, special educational services and programs. These converted spaces have become permanent to address the educational needs of students. This has created issues of student movement. For example, a student in instrumental music may have to walk from the 1962 additions of the facility to the opposite side of the facility. The available accessibility systems to the different physical levels through the building take time away from instruction. In addition, there is a lack of systematic access to accessible bathrooms and learning areas. The installation of the two modular classrooms was to be temporary, but have become permanent. Without the two modular classrooms, there would be a shortage of classrooms to sustain the class size guideline established by the Medfield School Committee. Through an effort of accommodation, small spaces or areas have been established to enable small group instruction. These areas are not properly designed but instead are attempts to accommodate programmatic requirements. This latter issue poses serious concerns in the ability of the administration to maintain equity and adequacy of programs and services within a facility which has little or no flexibility of space usage. We have subdivided a general classroom with temporary panels to provide learning space for remedial instruction. The school has scheduled music ensembles and practice groups into hallway areas. EL services are scheduled into available space on a rotating schedule.

Accessibility mitigation is being accomplished in several manners. The lack of an elevator for access to the second floor causes the school to schedule most special education programs on first floor areas. The District looked into the installation of an elevator within the structure of the facility but due to space restrictions this was not feasible. To avoid an addition to the building, four classrooms would have been eliminated in order to have an elevator installed within the context of the current structure of the facility. To address remaining concerns of accessibility at the first floor levels interim steps of installing stair lifts was implemented.

Sound proofing of some doors in both the 1942 and 1962 classrooms were installed to minimize the level of noise from movement of students through the facility and to accommodate students with auditory disability. A major renovation to a storage area and an existing bathroom facility for staff was conducted to create a handicapped accessible bathroom and changing area facility. In 2022 all classroom door hardware/locks was replaced to improve security of the building.

Library renovations were completed to reorganize the space. The space does include a technology instruction area, and limited space for stacks to house the text collection and a small instructional space.

Priority 7

Question 3: Please provide a detailed explanation of the impact of the problem described in this priority on your district's educational program. Please include specific examples of how the problem prevents the district from delivering the educational program it is required to deliver and how students and/or teachers are directly affected by the problem identified.

At present, the major issues with the facility at Dale Street are with the limited or lack of small group learning spaces, integrated within the location of regular classroom instruction; individual counseling and psychological areas to deal with confidential issues with children; viable music facilities where the sound does not become an interruption with classroom instruction and appropriate space for the arts and technology.

The installation of the two modular classrooms was to be temporary, but have become permanent. Without the two modular classrooms, there would be a shortage of classrooms to sustain the class size guideline established by the Medfield School Committee. Through planned accommodation, small spaces or areas have been established to allow for small group instruction. But there is not a permanent nature for any accommodation, nor is there flexibility, should enrollment needs cause an increase in usage or a change in purpose. This latter issue poses serious concerns in the ability of the administration to maintain equity and adequacy of programs and services within a facility which has little or no flexibility of space usage.

Core instructional areas need to be flexible and provide for the instructional needs of the program. The undersized nature of the gymnasium and library/media remain incompatible to programmatic needs. The actual floor area of the Gymnasium is 3348 square feet. The CMR states that the gymnasium shall be 3000 square feet per station minimum when 12+ classrooms exist in the school, with a 5% variation permitted. The net area in this facility is 5.76 per square feet, 1.3 square feet less than recommended. This shortfall equates to a need of approximately 1100 square feet to provide two required teaching stations to accommodate the physical education program.

Even with the mitigating steps taken to renovate the space, the size of the library/media center, remains undersized for the expected programs and activities which are necessary to complement an upper elementary curriculum. The size is 2460.5 square feet (including the computer area). The current net area of the center for active student activities is 848 square feet, where it should be 1710 square feet. The current area per pupil is 1.63 square feet per pupil compared to the required 3.42 square feet per pupil. This restricts the teachers from creating small groups of students who can access the library for research based activities.

CERTIFICATIONS

The undersigned hereby certifies that, to the best of his/her knowledge, information and belief, the statements and information contained in this statement of Interest and attached hereto are true and accurate and that this Statement of Interest has been prepared under the direction of the district school committee and the undersigned is duly authorized to submit this Statement of Interest to the Massachusetts School Building Authority. The undersigned also hereby acknowledges and agrees to provide the Massachusetts School Building Authority, upon request by the Authority, any additional information relating to this Statement of Interest that may be required by the Authority.

Chief Executive Officer * **School Committee Chair** **Superintendent of Schools**

(signature)

(signature)

(signature)

Date

Date

Date

* Local chief executive officer: In a city or town with a manager form of government, the manager of the municipality; in other cities, the mayor; and in other towns, the board of selectmen unless, in a city or town, some other municipal office is designated to the chief executive office under the provisions of a local charter. Please note, in districts where the Superintendent is also the Local Chief Executive Officer, it is required for the same person to sign the Statement of Interest Certifications twice.

REQUIRED FORM OF VOTE TO SUBMIT A STATEMENT OF INTEREST

SOI VOTE REQUIREMENTS:

- Current vote documentation is required with all SOI submissions.
- All required vote documentation must be uploaded in the SOI system in order to submit an SOI.
- Vote documentation should be in the format set forth below under “FORM OF VOTE”.

Cities and Towns must submit the following vote documentation:

1. Vote of the municipal governing body (i.e. City Council/Board of Aldermen/Board of Selectmen/equivalent governing body) authorizing the Superintendent of Schools to submit the SOI.
2. Vote of the School Committee authorizing the Superintendent of Schools to submit the SOI.

Regional School Districts must submit the following vote documentation:

1. Vote of the Regional School Committee authorizing the Superintendent of Schools to submit the SOI.

FORM OF VOTE:

Please use the text below to prepare the required votes for the municipal governing body and the school committee.

Resolved: Having convened in an open meeting on _____, prior to the SOI submission closing date, the __[City Council/Board of Aldermen, Board of Selectmen/Equivalent Governing Body/ School Committee]__ of __[City/Town/District]__ in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated __[Month]__ 2023 for the __[Name of School(s)]__ located at _____[Address]_____ which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future _____[Insert a description of the priority(s) checked off on the Statement of Interest Form and a brief description of the deficiency described therein for each priority]_____

_____ ; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the [City/Town/Regional School District] to filing an application for funding with the Massachusetts School Building Authority.

***Please be sure that the priorities in the vote match the priorities for which the SOI will be submitted.**

DOCUMENTATION OF VOTE:

Documentation of each vote **must be uploaded separately** as follows:

1. For the vote of the City Council/Board of Aldermen/Board of Selectmen/equivalent governing body, a certification, including a copy of the text of the vote that was taken, must be submitted on letterhead **with the City/Town seal and signed by the City/Town Clerk**, with the date that the vote was taken.
2. For the vote of the School Committee, a certification, including a copy of the text of the vote that was taken, must be submitted on school committee letterhead, **signed by the Chair of the School Committee**, with the date that the vote was taken.

Dale Street School – Statement of Interest (SOI) Submission - Vote

At the March 23, 2023 School Committee Meeting Chair Anna Mae O’Shea Brooke informed the Committee that in order to submit the SOI to the Massachusetts School Building Authority (MSBA) a vote from the School Committee is required. In addition, a vote to approve the SOI submission to the MSBA will also be required by the Board of Selectmen. School Committee Chair Anna Mae O’Shea Brooke read the specific language required for the vote to authorize Superintendent Jeffrey Marsden to submit the SOI to the MSBA for the Dale Street School.

School Committee Chair Anna Mae O’Shea Brooke asked for a motion to approve the following resolution:

Resolved: Having convened in an open meeting on March 23, 2023, prior to the SOI submission closing date, the School Committee of Medfield, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated March 23, 2023 for the Dale Street School located at 45 Adams Street, Medfield, MA which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future:

---Replacement, renovation, or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility.

---Replacement of or addition to obsolete buildings in order to provide a full range of programs consistent with state and approved local requirements and hereby further specifically; acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the Town of Medfield to filing an application for funding with the Massachusetts School Building Authority.

A motion was made by Mr. Leo Brehm, seconded by Ms. Michelle Kirkby to approve the resolution read by Ms. Anna Mae O’Shea Brooke. **The motion passed unanimously.**

School Committee Chair Signature

Date

March 27, 2023

Board of Selectmen
Town Hall
Medfield, MA 02052

To Whom It May Concern:

I am writing to offer my services to the Town of Medfield and specifically to the Dog Control Bylaw Committee.

My name is John Moon and I currently reside at 79 Granite Street, Medfield, MA for the past 4 years although my wife Jill and I are 40-year residents of Medfield, having raised two children in town.

Over my recent 15 years I have been employed in the Service Dog field, helping to facilitate fundraising/development, client recruitment (Veteran & civilian) and resource development & partnerships with the NEADS World Class Service Dog organization of Princeton, MA and Golden Opportunities for Independence of Walpole, MA.

These efforts taught me about the protocols and legalities of working dogs (guide, service & dogs for hearing impaired) including civilian dog etiquette and general kindness & attentiveness to our canine companions.

I also worked with Jeff Marsden, Superintendent of Public Schools in Medfield on the acquisition of Franklin, the Classroom Dog working with Kelley Kennedy. Prior to that, I was a charter member of the Recycling Committee in the late 80's & early '90s.

Previous to my work with service dogs, I worked in the publishing (print & online) field holding management and sales positions where I had revenue and personnel responsibilities. Today, I am podcasting on topics focusing on mindfulness, empathy, resilience, compassion, kindness, and our whole health via the Solo Passages podcast.

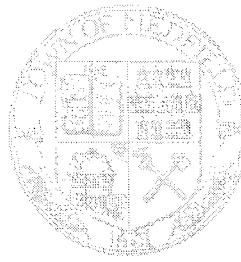
If my background is of interest to the Board of Selectmen and the Dog Control Bylaw Committee, please confirm in writing at the address below or email
[REDACTED] and I thank you for the opportunity to serve our Town and its residents.

Sincerely,

John C. Moon

John C. Moon

Memorandum



To: Board of Selectmen

From: Affordable Housing Trust

Date: March 3, 2023

Re: MSH / Trinity Affordability Finding

At their duly posted meeting on March 2, 2023, the present members of the Medfield Affordable Housing Trust voted unanimously, based on the review of submitted application materials by special Counsel Lisa Mead, to recommend the Board of Selectmen find that the proposed MSH Redevelopment project proposed by Trinity Acquisitions LLC meets the affordable requirements of Article 20.

The Project complies with the cost/rent and eligible requirements set out in Section 300-20.6 of the Zoning Bylaw. The Project includes the development of 85 affordable rental apartments for eligible households earning up to 80% area median income. The Project involves a mix of apartments - studio, one-bedroom, two-bedroom and three-bedroom units. As specified in the DHCD Guidelines, rents for each affordable unit will be calculated so that each eligible household spends no more than 30% of the income on rent and utilities.

The Project complies with the design and construction standards of Section 300-20.6 of the Zoning Bylaw and design guidelines. The affordable units will be interspersed throughout the existing residential buildings on the Property, will be comparable in construction quality equivalent to that of the market-rate housing units, and will have equivalent exteriors to that of the market-rate housing units. The Applicant will be seeking approval from DHCD to allow for the affordable artist housing to be purposefully located near the Bellforge Arts Center to encourage collaboration and educational opportunities. The total number of bedrooms of affordable housing will be proportionate to the total number of bedrooms in all of the units proposed within the Project.

Thank you for consideration of this affordable rental housing coupled with historic preservation project in relation to the recommendation of the Affordable Housing Trust.

TOWN OF MEDFIELD



ANNUAL TOWN MEETING WARRANT

**MONDAY, MAY 1, 2023
7:00 PM**

**AMOS CLARK KINGSBURY HIGH SCHOOL
88R South St, Medfield, MA 02052**

TOWN OF MEDFIELD
WARRANT FOR THE ANNUAL TOWN MEETING
Monday, May 1, 2023

Norfolk, ss.

To either of the Constables in the Town of Medfield in said County. Greetings:

In the name of the Commonwealth of Massachusetts you are hereby directed to notify the Inhabitants of the Town of Medfield qualified to vote in elections and town affairs to meet on Monday, the first of May, commencing at 7:00 PM, there and then the following Articles will be acted on at the Amos Clark Kingsbury High, located at 88R South Street in said Medfield, viz.

ANNUAL REPORTS

Article 1. Annual Town Reports

To see if the Town will vote to accept the reports of the several Town Officers for the past year(s).

(Select Board)

HUMAN RESOURCE ARTICLES

Article 2. Elected Officer Compensation

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	\$74,607	\$76,845
Selectmen, Chairman	\$900	\$900
Selectmen, Clerk	\$900	\$900
Selectmen, Third Member	\$900	\$900
Assessors, Chairman	\$900	\$900
Assessors, Clerk	\$900	\$900

DRAFT

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

(Select Board)

Article 3. Personnel Administration Plan

To see if the Town will vote to amend the Personnel Administration Plan Classification of Positions and Pay Schedule, effective July 1, 2023, 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 COLLECTIVE BARGAINING AGREEMENT

Sergeant	Step 1	Step 2	Step 3	Step 4 (15 Yrs)	Step 5 (20 Yrs)
7/01/2022	\$ 1,485.86	\$ 1,531.82	\$ 1,586.77	\$ 1,606.98	\$ 1,637.28
<i>Biweekly</i>	\$ 2,971.73	\$ 3,063.63	\$ 3,173.55	\$ 3,213.95	\$ 3,274.55
7/01/2023	\$ 1,530.44	\$ 1,577.77	\$ 1,634.38	\$ 1,655.19	\$ 1,686.39
<i>Biweekly</i>	\$ 3,060.88	\$ 3,155.54	\$ 3,268.75	\$ 3,310.37	\$ 3,372.79
7/01/2024	\$ 1,576.35	\$ 1,625.10	\$ 1,683.41	\$ 1,704.84	\$ 1,736.99
<i>Biweekly</i>	\$ 3,152.71	\$ 3,250.21	\$ 3,366.82	\$ 3,409.68	\$ 3,473.97

Police Officer	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7 (15 Yrs)	Step 8 (20 Yrs)
7/01/2022	\$1,145.09	\$1,182.66	\$1,217.02	\$1,254.66	\$1,293.45	\$1,333.46	\$1,353.67	\$1,383.98
<i>Biweekly</i>	\$2,290.18	\$2,365.32	\$2,434.03	\$2,509.32	\$2,586.89	\$2,666.93	\$2,707.33	\$2,767.95

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7/01/2023	\$1,179.44	\$1,218.14	\$1,253.53	\$1,292.30	\$1,332.25	\$1,373.47	\$1,394.28	\$1,425.50
<i>Biweekly</i>	\$2,358.89	\$2,436.28	\$2,507.05	\$2,584.60	\$2,664.50	\$2,746.93	\$2,788.55	\$2,850.99
7/01/2024	\$1,214.83	\$1,254.68	\$1,291.13	\$1,331.07	\$1,372.22	\$1,414.67	\$1,436.10	\$1,468.26
<i>Biweekly</i>	\$2,429.65	\$2,509.37	\$2,582.26	\$2,662.13	\$2,744.43	\$2,829.34	\$2,872.21	\$2,936.52

Dispatcher	Step 1	Step 2	Step 3	Step 4
7/01/2022	\$904.41	\$953.95	\$1,006.57	\$1,061.92
<i>Biweekly</i>	\$1,808.81	\$1,907.89	\$2,013.14	\$2,123.84
7/01/2023	\$922.50	\$973.03	\$1,026.70	\$1,083.16
<i>Biweekly</i>	\$1,844.99	\$1,946.05	\$2,053.40	\$2,166.31
7/01/2024	\$940.95	\$992.49	\$1,047.24	\$1,104.82
<i>Biweekly</i>	\$1,881.89	\$1,984.97	\$2,094.47	\$2,209.64

FIRE DEPARTMENT AS PER COLLECTIVE BARGAINING AGREEMENT

FF/EMT	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
7/1/2022	\$ 27.65	\$ 28.45	\$ 29.22	\$ 30.08	\$ 30.92	\$ 31.84	\$ 32.70	\$ 33.63
7/1/2023	\$ 28.43	\$ 29.26	\$ 30.06	\$ 30.94	\$ 31.81	\$ 32.75	\$ 33.64	\$ 34.60
7/1/2024	\$ 29.25	\$ 30.10	\$ 30.92	\$ 31.82	\$ 32.72	\$ 33.69	\$ 34.61	\$ 35.59

FF/AEMT	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
7/1/2022	\$ 28.57	\$ 29.37	\$ 30.14	\$ 31.00	\$ 31.84	\$ 32.76	\$ 33.62	\$ 34.55
7/1/2023	\$ 29.35	\$ 30.18	\$ 30.98	\$ 31.86	\$ 32.73	\$ 33.67	\$ 34.56	\$ 35.52
7/1/2024	\$ 30.17	\$ 31.02	\$ 31.84	\$ 32.74	\$ 33.64	\$ 34.61	\$ 35.53	\$ 36.51

FF/MEDIC	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
7/1/2022	\$ 30.17	\$ 30.97	\$ 31.74	\$ 32.60	\$ 33.44	\$ 34.36	\$ 35.22	\$ 36.15
7/1/2023	\$ 30.95	\$ 31.78	\$ 32.58	\$ 33.46	\$ 34.33	\$ 35.27	\$ 36.16	\$ 37.12
7/1/2024	\$ 31.77	\$ 32.62	\$ 33.44	\$ 34.34	\$ 35.24	\$ 36.21	\$ 37.13	\$ 38.11

CAPT/EMT	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
7/1/2022	\$ 36.14	\$ 36.83	\$ 37.53	\$ 38.25	\$ 38.99	\$ 39.74

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7/1/2023	\$ 37.19	\$ 37.90	\$ 38.62	\$ 39.36	\$ 40.11	\$ 40.89
7/1/2024	\$ 38.26	\$ 38.99	\$ 39.74	\$ 40.50	\$ 41.28	\$ 42.07
CAPT/AEMT	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
7/1/2022	\$ 37.06	\$ 37.75	\$ 38.45	\$ 39.17	\$ 39.91	\$ 40.66
7/1/2023	\$ 38.11	\$ 38.82	\$ 39.54	\$ 40.28	\$ 41.03	\$ 41.81
7/1/2024	\$ 39.18	\$ 39.91	\$ 40.66	\$ 41.42	\$ 42.20	\$ 42.99

CAPT/MEDIC	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
7/1/2022	\$ 38.66	\$ 39.35	\$ 40.05	\$ 40.77	\$ 41.51	\$ 42.26
7/1/2023	\$ 39.71	\$ 40.42	\$ 41.14	\$ 41.88	\$ 42.63	\$ 43.41
7/1/2024	\$ 40.78	\$ 41.51	\$ 42.26	\$ 43.02	\$ 43.80	\$ 44.59

PUBLIC SAFETY POSITIONS

Call Firefighter/EMT

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Call FF/EMT	26.91	27.74	28.54	29.41	30.29	31.21	32.12	33.10

Animal Control

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MANAGERIAL POSITIONS

	Minimum	Midpoint	Maximum
Grade 1	57,786	65,0101	70,818
Children's Librarian			
Technical Services Librarian			
Young Adult Librarian			
Outreach Social Worker			
Conservation Agent			
Circulation Supervisor			
Grade 2	63,564	71,510	79,734
Adult Services/Technology Senior Librarian			
Grade 3	69,921	78,661	87,401
Assistant to the Town Administrator/Public Information Coordinator			
Assistant Town Accountant/Budget Analyst			
IT Coordinator			
Grade 4	76,914	86,528	96,142
Council on Aging Director			
Public Health Nurse			
Building Commissioner			
Grade 5	86,143	96,828	107,680
Library Director			
Director of Outreach/Human Services			
Town Planner			
Building Commissioner			
Park and Recreation Director			
Grade 6	96,482	108,380	120,601
Town Accountant			
Principal Assessor			

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Treasurer/Collector

Deputy Police Chief

Grade 7	108,060	121,567	135,075
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Asst. Town Administrator

Grade 8	114,112	136,933	159,756
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Director of Public Works

HOURLY PAID POSITIONS

		Step								
		1	2	3	4	5	6	7	8	9
Grade	20	\$18.38	\$18.89	\$19.44	\$20.00	\$20.56	\$21.15	\$21.75	\$22.38	\$23.02
	30	\$20.21	\$20.78	\$21.39	\$22.00	\$22.62	\$23.26	\$23.93	\$24.60	\$25.29
	40	\$22.24	\$22.85	\$23.51	\$24.18	\$24.87	\$25.58	\$26.31	\$27.06	\$27.83
	50	\$24.45	\$25.15	\$25.87	\$26.60	\$27.36	\$28.13	\$28.93	\$29.76	\$30.62
	60	\$26.89	\$27.66	\$28.45	\$29.27	\$30.10	\$30.96	\$31.84	\$32.75	\$33.68
	70	\$29.31	\$30.19	\$31.10	\$32.03	\$32.98	\$33.98	\$35.00	\$36.05	\$37.12
	80	\$31.66	\$32.59	\$33.57	\$34.58	\$35.62	\$36.68	\$37.80	\$38.93	\$40.10
	90	\$34.17	\$35.20	\$36.26	\$37.36	\$38.48	\$39.64	\$40.84	\$42.06	\$43.33

Grade 20		
Police Matron	Traffic Supervisor	DPW Part Time Laborers
Grade 30		
Office Assistant	Library Technician	Laborer
Mini Bus Driver	Truck Driver	
Grade 40		
Senior Library Technician	Groundskeeper I	Mechanic
Administrative Assistant I	Maintenance Technician	Transp/Facilities Coordinator
Asst Adlt Svcs /Tech Librarian	Civilian Dispatcher (Non Union)	
Grade 50		
Payroll Coordinator	Administrative Assistant II	Volunteer Coordinator
Elder Outreach Worker	Equipment Operator	Water Technician

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Field Appraiser

Grade 60

Administrative Assistant III	Park and Recreation Program Coordinator
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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
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SPECIAL RATE/FEE POSITIONS- PART TIME/TEMPORARY

Veterans Agent	\$29,565	Annual
Sealer of Weights and Measures	\$2,804	Annual
Registrar	\$212	Annual
Library Page	\$11 to \$14	Hourly
Police- Private Special Detail	\$35.78	Hourly
Tree Climber	\$23.42	Hourly
Snowplow Driver	\$25.50	Hourly

FIRE

Deputy Chief	\$4,313	Annual
Captain	\$2,588	Annual
Lieutenant	\$2,071	Annual
EMS Coordinator	\$2,012	Annual
Fire Alarm Superintendent	\$898	Annual

INSPECTORS

Inspectors of Buildings	\$33.52	Per Inspection
Asst. Building Commissioner	\$6,000	Stipend

PARK AND RECREATION

Hourly Salary Range

Swim Pond Director	\$15	to	\$26
Swim Team Coach	\$15	to	\$23
Head Lifeguard	\$15	to	\$24

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Lifeguard	\$15	to	\$21
Water Safety Instructor	\$15	to	\$22
Summer Camp Director	\$16	to	\$26
Summer Camp Specialist	\$15	to	\$25
Summer Camp Counselor	\$15	to	\$19
Summer Camp Jr. Counselor	\$15	to	\$16
Program Director	\$16	to	\$27

(Personnel Board)

Article 4. Collective Bargaining Agreement: Police

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum of money to implement a Collective Bargaining Agreement between the Town of Medfield and the Medfield Police League; or do or act anything in relation thereto.

(Select Board)

Article 5. Revocation of Civil Service

To see if the Town will vote to revoke the acceptance of Civil Service Laws for the Town of Medfield police officers at all ranks, including but not limited to police officer and sergeant, effective July 1, 2023, thereby removing the police force from the provisions of the Civil Service Laws, and the rules and regulations relating to the same, provided that this revocation will not affect the Civil Service status of existing personnel in their current positions; or do or act anything in relation thereto.

(Select Board)

FINANCIAL ARTICLES**Article 6. Creation of Opioid Stabilization Fund**

To see if the Town will vote to establish, pursuant to Chapter 40, Section 5B of the Massachusetts General Laws, a special purpose stabilization fund to be known as the “Opioid Settlement Stabilization Fund” and to see if the Town will dedicate all of the revenue received from the Massachusetts Statewide Opioid Settlement, effective for fiscal year 2024 beginning July 1, 2023, or do or act anything in relation thereto.

(Select Board)**Article 7. Transfer into Opioid Stabilization Fund**

To see if the Town will vote to transfer from Free Cash the sum of \$92,139 into the Opioid Settlement Stabilization Fund, created by Article 6 of this Annual Town Meeting, or do or act anything in relation thereto.

(Select Board)**Article 8. Transfer out of Opioid Stabilization Fund**

To see if the Town will vote to transfer a sum of money from the Opioid Settlement Stabilization Fund for the funding of prevention, harm reduction, treatment, and recovery programs as further detailed in the Massachusetts State Subdivision Agreement for Statewide Opioid Settlements, or do or act anything in relation thereto.

(Select Board)
Two-Thirds Vote Required**Article 9. Authorization for New Vaccine Revolving Fund**

To see if the Town will vote to amend the Code of the Town of Medfield by adding a new Section 5.10, to establish and authorize the following revolving fund under Massachusetts

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General Laws Chapter 44, §53E½, as follows; and further to appropriate a sum of \$5,000 from Free Cash into the Vaccine Revolving fund;

5.10 Vaccine Revolving Fund

- (1) Fund Name. There shall be a separate fund called the Vaccine Revolving Fund authorized for use by the Public Health Department.
- (2) Revenues. The Town Accountant shall establish the Vaccine Revolving Fund as a separate account and credit to the fund all of the fees, charges or other receipts to be charged and received by the Town in connection with vaccine clinics.
- (3) Purposes and Expenditures. During each fiscal year, the Public Health Nurse may incur liabilities against and spend monies from the Vaccine Revolving Fund for vaccine clinic materials and expenses.
- (4) Fiscal Years. The Vaccine Revolving Fund shall operate for fiscal years that begin on or after July 1, 2023.

or do or act anything in relation thereto.

(Select Board)

Article 10. Annual Revolving Fund Expenditure Limit Authorization

To see if the Town will vote to set Expenditure Limits for M.G.L. Chapter 44, §53E ½ Revolving Funds established under the Code of the Town of Medfield, Chapter 117 Departmental Revolving Funds for Fiscal Year 2024, as follows:

Section		Amount
5.1	Fire Alarm Revolving Fund	\$10,000
5.2	Ambulance Revolving Fund	35,000
5.3	Advanced Life Support Revolving Fund	400,000
5.4	Community Gardens Revolving Fund	3,000
5.5	CENTER at Medfield Building Maintenance Revolving Fund	2,000
5.6	Library Revolving Fund	5,000
5.7	Respite Care Revolving Fund	75,000
5.8	Transfer Station Recycling Revolving Fund	10,000
5.9	Former State Hospital Revolving Fund	100,000
5.10	Vaccine Revolving Fund	10,000
	Total	\$650,000

or do or act anything in relation thereto.

Article 11. Cemetery Perpetual Care Trust Funds

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,

Perpetual Care 2022

Athena Kalemkeridis	\$3,000.00
Peter J. Kelly	\$1,500.00
John George Howard	\$3,000.00
Georganne & John Gerlach	\$3,000.00
Erin Colleen Davis	\$600.00
James Donovan	\$600.00
Richard T. Haverty	\$600.00
Helga Salomone	\$600.00
Andrea M. Conboy	\$750.00
Malcolm Leggett	\$3,000.00
Grover & Schaub-Foley	\$3,000.00
Bret Swedeen	\$600.00
Constance B. Geiger	\$750.00
Jonathan L. Danielson	\$750.00
Mary Lou Finn	\$3,000.00
Michael & Carole Rogers	\$100.00
Paul & Leigh Fitzgerald	\$750.00
Anna Maria Kennedy	\$600.00
William J. Petrusiak	\$3,000.00
Bob & Betsy Conlon	\$3,000.00
Andrew & Nancy Fitzgerald	\$750.00
Alan & Caroline Necchi	\$1,500.00
Joanne Mullen	\$3,000.00
Iris J. Carlson	\$600.00
Lynn Judge	\$3,000.00
Richard H. Holbrook	\$3,000.00
Steven Graziano	\$600.00
Cheryl & Daniel Vieira	\$3,000.00
Neal & Virginia Olsen	\$3,000.00
Eric Iafolla	\$600.00
Beverly Dillon	\$3,000.00

	Total	\$54,250.00
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or do or act anything in relation thereto.

(Cemetery Commissioners)

Article 12. Vine Lake Cemetery Expansion Study

To see if the Town will vote to appropriate a sum of money, from the Sale of Cemetery Lots Fund to be expended under the direction of the DPW Director and Cemetery Commissioners to pay for the costs of a Vine Lake Cemetery Expansion Study, including but not limited to engineering design and layout including infrastructure, and cost estimates for the Vine Lake Cemetery Expansion Project located at 625 Main Street, Medfield, MA; or do or act anything in relation thereto.

(DPW Director/Cemetery Commission)

Article 13. Local PEG Access Appropriation

To see if the Town will vote to appropriate a sum of money 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 do or act anything in relation thereto.

(Select Board)

Article 14. Affordable Housing Trust Request for Funding

To see if the Town will vote to appropriate the sum of \$15,000.00 and determine in what manner said sum shall be raised for the purpose of funding the Medfield Affordable Housing Trust (the “MAHT” or Trust) to employ consultants, including lawyers, to advise it in planning and negotiating with third party developers and/or operators of group homes for citizens with intellectual and developmental disabilities (“IDD”), a key goal of the Trust’s Housing Production Plan; or do or act anything in relation thereto.

(Affordable Housing Trust)

Article 15. Transfers to the Municipal Building Stabilization Fund

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To see if the Town will vote to transfer a sum of money received from the Massachusetts School Building Authority for reimbursements for the Dale Street Feasibility Study, unexpended appropriation funds, and the remaining balance, at June 30, 2023, of the fiscal year 2023 Emergency Repairs fund to the Municipal Buildings Capital Stabilization Fund or do or act anything in relation thereto.

(Select Board)

Article 16. Capital Projects: Municipal Buildings

To see if the Town will vote to appropriate a sum of money and transfer said sum from the Municipal Stabilization Fund created under Article 42 of the 2018 Annual Town Meeting and the Parks and Recreation Revolving Fund for the purposes and amounts as set out below; or to take any other action relative thereto:

FACILITY	PROJECT	RECOMMENDED FUNDING
Medfield High School	Fire Alarm Replacement	\$300,000
	Preventive Maintenance - AHU's	\$15,000
	Preventive Maintenance - RTU's	\$25,000
	Tennis Courts	\$150,000
Blake Middle School	Preventive Maintenance - RTU's	\$25,000
	Auditorium Seating	\$150,000
	Carpet / Tile Replacement	\$15,000
Dale Street School	Asbestos Flooring Abatement/Replacement	\$50,000
	Gym/Auditorium Curtain	\$25,500
	Gym Lift Repair	\$8,000
	Ceiling Tile Replacement	\$50,000
Wheelock	Preventive Maintenance - Fan Coil Units	\$10,000
	Preventive Maintenance - Exhaust Fans	\$10,000
	Flooring / VCT Abatement / Carpet	\$25,000
Memorial	Preventive Maintenance - RTU's	\$15,000
	VCT Flooring Replacement	\$15,000
	Duct Cleaning	\$7,000
	Engineering Study - Boiler	\$15,000

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District Wide	Equipment Replacement	\$12,000
Town House	Misc. Exterior Façade Repairs	\$20,000
	Carpet Replacement	\$40,000
	Preventive Maintenance - AHU	\$3,000
	Exterior Painting	\$60,000
	Preventive Maintenance - Exhaust Fans	\$5,000
	Engineering Study - Chiller	\$15,000
Public Safety	Card Reader Repairs	\$5,000
Parks and Recreation	Hinkley Bath Renovation	\$85,000
Center at Medfield	Building Envelope Repairs	\$15,000
	Roof Structure over Patio	\$15,000
Public Library	RTU Replacement (Green Communities)	\$65,000
	FA System Replacement	\$30,000
	ATC Computer Controls	\$10,000
Town and School	Emergency Repair Funding	\$175,000
	Project Management Services	\$25,000

FUNDING SOURCES	AMOUNT
Parks and Recreation Revolving Fund	\$85,000
Municipal Building Stabilization Fund	\$1,405,500
Total	\$1,490,500

(Select Board/Capital Budget Committee/School Committee)
TWO THIRDS VOTE REQUIRED

Article 17. Appropriation to the Capital Stabilization Fund

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To see if the Town will vote to raise and appropriate and/or transfer from available funds, a sum of money, into the designated “Capital Stabilization Fund” or do or act anything in relation thereto.

(Select Board)

Article 18. Capital Budget

To see if the Town will vote to appropriate a sum of money to pay costs of the capital projects described below, including all costs incidental and related thereto; to determine whether this appropriation shall be raised by borrowing, taxes, transfers, grants and/or otherwise, or to take any other action relative thereto.

Dept	Request	Recommended Amount	Funding Source
Fire	Lease-Purchase payment for new Fire Engine (leased in FY21)	\$48,095	FY24 Tax Levy
Fire	Structural Fire Gear	\$30,000	Capital Stabilization Fund
Fire	Foam System for Engine 3	\$15,000	ALS Revolving Fund
Parks and Recreation	Hinkley Pond Storage Shed	\$12,000	Parks and Recreation Revolving Fund
DPW	Mini Excavator	\$85,000	Capital Stabilization Fund
DPW	New Hybrid Vehicle	\$55,000	Capital Stabilization Fund
DPW	Recycling Compactor	\$30,000	Capital Stabilization Fund
DPW PM	Pavement Management	\$185,000	Capital Stabilization Fund
IT	School Information Technology Infrastructure	\$300,000	Capital Stabilization Fund
IT	Town Information Technology Infrastructure	\$30,000	Capital Stabilization Fund
Police	Hybrid Vehicle Line Cruiser	\$36,000	Capital Stabilization Fund
Facilities	Vehicle Replacement	\$45,000	Capital Stabilization Fund
Water Ent	SCADA	100,000	Water Enterprise Funds
Water Ent	Water Main Replacement Eng	100,000	Water Enterprise Funds
Sewer Ent	SCADA	100,000	Sewer Enterprise Funds
Sewer Ent	Infiltration/Inflow	125,000	Sewer Enterprise Funds
	Total	\$1,296,095	

FUNDING SOURCES

FY2024 Tax Levy

AMOUNT

\$48,095

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Capital Stabilization Fund	\$796,000
Parks and Recreation Revolving Fund	\$12,000
ALS Revolving Fund	\$15,000
Water Enterprise Free Cash	\$200,000
Sewer Enterprise Free Cash	\$225,000
	<hr/>
Total	\$1,296,095

(SELECT BOARD/CAPITAL BUDGET COMMITTEE)
TWO THIRDS VOTE REQUIRED

Article 19. Construction of Garage at CENTER at Medfield

To see if the Town will vote to transfer a sum of money from the proceeds of the Hinkley South sale of land, or otherwise provide a sum of money for the purpose of design and construction of a garage at the CENTER at Medfield, 1 Icehouse Road; or do or act anything in relation thereto.

(Select Board/COA)

Article 20. Elementary School Feasibility Study Funding

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum of \$250,000 to be expended under the direction of the School Building Committee for paying the costs of a feasibility study including but not limited to public outreach, obtaining soil borings, topographical studies, land surveys, wetlands surveys, land surveys, wetlands surveys, preliminary site development plans, schematic designs, architectural and engineering designs, cost estimates, independent enrollment studies, construction alternatives, and any incidental or related services, for the addition and/or renovation to or replacement of the Dale Street Elementary School, located at 45 Adams Street, Medfield, MA 02052 or do or act anything in relation thereto.

(Select Board/School Committee/School Building Committee)

Article 21. Prior Year Bills

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum of money for the purpose of paying the prior year bills incurred in a prior Fiscal Year or do or act anything in relation thereto.

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(Select Board)
Four- Fifths Vote Required

Article 22. FY2024 Operating Budget

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, 2023 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.

(Select Board)

Article 23. FY2024 Water and Sewer Enterprise Fund Budget

To see if the Town will vote to raise, appropriate, or transfer from available funds the sum of money for the Water Enterprise Fund and the Sewer Enterprise Fund as follows, or do or act anything in relation thereto.

Water Enterprise Fund Direct Costs:

Expense	FY2024 Amount
Salaries	
Operations	
Emergency Reserve Fund	
Capital Outlay	
Total	

Water Enterprise Fund Indirect Costs:

Expense	FY2024 Amount
Debt Service	
Salaries, Benefits, Facilities, OPEB and other indirect costs	
Total	

Water Enterprise Fund Total: \$3,026,450

Sewer Enterprise Fund Direct Costs:

Expense	FY2024 Amount

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Salaries	
Operations	
Emergency Reserve Fund	
Infiltration and Inflow	
Capital Outlay	
	Total

Sewer Enterprise Fund Indirect Costs:

Expense	FY2024 Amount
Debt Service	
Salaries, Benefits, Facilities, and other indirect costs	
	Total

Sewer Enterprise Fund total: \$1,931,667

And further that the above listed appropriations be funded as follows:

Water Fees for Service (User Fees)	
Water Available Funds	
Water Free Cash	
	Water Enterprise Fund Total
Sewer Fees for Service (User Fees)	
Sewer Available Funds	
Sewer Free Cash	
	Sewer Enterprise Fund Total
	Water and Sewer Enterprise Funds Total

(Water and Sewer Board/DPW Director)

Article 24. Appropriate Surplus Bond Proceeds Water Treatment Plant

(Select Board)

Article 25. Rescind Bond Authorization for Water Treatment Plant

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To see if the Town will vote to rescind the \$500,000 portion of the \$12,000,000 borrowing authorization approved by the Town on May 17, 2021 (Article 13) for the water wells and water treatment plant project that has not been used and that is no longer needed for such purpose; or do or act anything in relation thereto.

(Select Board)

GENERAL ARTICLES

Article 26. School Committee PPA and Lease Authorization for Solar Photovoltaic

To see if the Town will vote to authorize the Select Board and the Medfield School Committee, pursuant to MGL Chapter 59, Sec 38H to enter into power purchase agreements for power generated by solar energy systems to be constructed at the Amos Clark Kingsbury High School, 88R South Street, Blake Middle School, 24 Pound Street, and Memorial School, 59 Adams Street, or any other solar energy systems located on school property; and further to authorize the School Committee to lease portions of the property at the Amos Clark Kingsbury High School and the Blake Middle School or any other solar energy systems located on school property for the installation of solar photovoltaic or do or act anything in relation thereto.

(Medfield Energy Committee/Medfield School Committee)

Article 27. Change of Hours for Noise Bylaw

To see if the Town will vote to amend the Medfield Town Code Chapter 180. Noise, Article IV. Prohibited Operations and Activities, § 180-5. Prohibited Noise by adding the following language in **BOLD**:

“shall be prohibited between the hours of 7:00 PM and 7:00 AM Monday through Friday, and before 8:00 AM and after 7:00PM on Saturdays and before 9:00AM and after 7:00 PM on Sundays”

or do or act anything in relation thereto.

(Select Board)

Article 28. Water Conservation: Private Well Restrictions

To see if the Town will vote to amend The Code of the Town of Medfield Chapter 270 Water Article I Water Conservation: Water Use Restriction and Ban as follows:

Section 270-3 Application and Exemptions Subsection A:

Strike existing language and replace with: Water supply conservation measures apply both to public water supply and private well owners or users,

Section 270-4 Definitions:

Medfield Water Supply: Add, at end of existing sentence: and private wells

Person: Strike existing language and replace with: Any individual, corporation, trust, partnership, or association or other entity located in Medfield and who is either connected to the Medfield water supply or owns or uses a private well to supply water.

Section 270-5 Declaration of state of water supply conservation

Add, at end of second sentence: as well as to private well owners or users

; or do or act anything in relation thereto.

(Select Board)

Article 29. Amend School Building Committee Bylaw

To see if the Town will vote to amend the Code of the Town of Medfield Chapter 10 Boards, Commissions, Committees, Councils, Article IV Permanent Planning and Building Committee, § 10-20 Municipal Facilities, C. Non-Voting Members: the following individuals will be ex-officio, non-voting members of the SBC by adding the following section in BOLD; or do or act anything in relation thereto

V. The Select Board shall have the authority to appoint additional non-voting member(s) as they deem necessary or desirable.

(Select Board)

CITIZEN PETITION

Article 30. Citizens Petition: School Committee Public Hearings

To see if the Town will vote to amend Town Charter Section 5, Article 5-2 School Committee Powers and Duties, or create a new town bylaw under Chapter 10, Boards, Commissions, Committees and Councils, that would require a quorum of Medfield School Committee members to hold a public hearing, **if not already required by law and scheduled within 30 days**, on a topic within its scope of authority if requested in writing by at least **25 registered Medfield voters** with signatures verified by the Town Clerk.

The hearing shall be held not less than 14 days after publication of a notice thereof in a newspaper having general circulation in the town.

At least 48 hours prior to such a public hearing, School Committee shall make available to the public via electronic means its meeting packet containing relevant documents for the hearing.

At the time and place of the hearing, as properly advertised, all interested persons shall be given the opportunity to be heard on the topic at hand under School Committee authority, which primarily concerns the school budget, superintendent performance, and district educational goals and policies.

Requests for a hearing related to school personnel (other than the superintendent) or students will be generally prohibited.

Or take any other action in relation thereto.

(Citizens Petition)

Summary: *Through existing policy, Medfield School Committee confirms it has the freedom to conduct a public hearing “as it deems advisable.” However, there is no language in existing school policy that defines how the committee is to be advised, i.e., the process by which it will confirm a particular topic needs public input and discussion via a hearing. School Committee members are elected by voters to represent the citizens of Medfield. As such, the most effective way to determine if a public hearing is truly needed is for School Committee to listen and respond to feedback from many of its constituents. This citizen’s petition is especially important now that it has become even more difficult for citizens to secure items on the agenda for regular school committee meetings.*

Article 31. Citizens Petition: Compensation Transparency

To see if the Town will vote to Compensation Transparency: All Compensation, Bonuses and Reimbursements shall be made public on an annual basis to the citizens of Medfield through Town Warrant.

Monies collected by Department Heads, Town Managers, Superintendents, Assistants, and staff shall be itemized for Taxpayer review.

(Citizens Petition)

Article 32. Citizens Petition: Creation of Groundwater Protection Committee

To see if the Town will vote to create a Groundwater Protection Committee that would serve to protect the quality and sustainability of Medfield's water resources. The committee would be comprised of five or more members with expertise in a variety of related fields, including but not limited to water management, conservation, engineering, environmental science, public health, and/or communications.

In collaboration with Town administration, other Town boards and committees, and watershed protection partners, the Groundwater Protection Committee would: identify and review issues that impact Medfield groundwater; promote groundwater preservation and protection; broaden greater citizen understanding of groundwater-related issues; and help to make recommendations to the Town, as needed, for protection strategies. The Groundwater Protection Committee would serve as both an advisory and working committee to achieve stated objectives. It would also seek grant funding, as needed, to support its efforts, or take any other action in relation thereto.

(Citizens Petition)

Article 33. Free Cash

To see if the Town will 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 2024, or do or act anything in relation thereto.

(Board of Assessors)

DRAFT

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 your doings thereon, unto the Town Clerk at the time and place of the Town Meeting aforesaid. Given unto our hands this _____ day of April, 4, Two-Thousand and Twenty-Three

Osler L. Peterson /s/

Gustave H. Murby, Sr. /s/

Eileen M. Murphy /s/

Select Board

By virtue of this Warrant, I have notified and warned the Inhabitants of the Town of Medfield, qualified to vote in election 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:

Date:

A TRUE COPY ATTEST:

Marion Bonaldi

Town Clerk

3/29/2023

Kristine Trierweiler
Town Administrator
Town of Medfield

Via Email

CC: Town Select Board Members: Eileen Murphy, Gus Murby, Pete Peterson, Medfield residents listed below, and Bill Massaro

Dear Kristine,

We, the undersigned, request that an item be added to the upcoming public Select Board Meeting Scheduled for April 4, 2023, at 7 pm: comments, questions, and discussion regarding the proposed town public parking lot to be constructed on the town's Water Tower parcel located on the grounds of the former Medfield State Hospital.

We would appreciate it if you could please coordinate and communicate any necessary details with Matt Parillo (mattparillo@gmail.com), as he will keep us informed.

Thank you in advance for your consideration, and we look forward to hearing from you.

Respectfully submitted,

Name: Matt Parillo
Address: 44 Evergreen Way
Name: John and Bryanna Robertson
Address: 46 Evergreen Way
Name: Ben and Christine Adamson
Address: 6 Stonybrook Rd
Name: Christen and Matt Holmes
Address: 30 Evergreen Way
Name: Richard Collins
Address: 22 Longmeadow Road
Name: Ted and Wendy Carlson
Address: 31 Longmeadow Road
Name: Jill Radosta
Address: 36 Longmeadow Road
Name: Bruce Carey and Kathryn Conde
Address: 35 Evergreen Way
Name: C. Michelle Longway and Donald Rankin
Address: 13 Spring Valley Road



Dear Board of Selectmen,

We are seeking approval for the New Life Furniture Bank 5k Trail Run on May 13, 2023. We appreciate your consideration of this request.

The New Life 5k Trail Run is an annual event to benefit the work of New Life Furniture Bank that has been held on the grounds of the Medfield State Hospital each May since 2017, with the exception of the last two years which have been virtual due to the global pandemic. The attached proposal provides a detailed outline of our plans for the event.

We are very grateful for Medfield's support of this annual event. The 5k Trail Run raises significant funds each year that are used to support New Life's ongoing work to provide furniture to people who are transitioning out of homelessness. We are happy to answer any questions that you have about the attached proposal. Thank you for considering this request.

Sincerely,

A handwritten signature in black ink that reads "Richard Purnell".

Richard Purnell
Executive Director

5k Trail Run in support of New Life Furniture Bank of Massachusetts

Beginning in May 2017, New Life Furniture Bank of Massachusetts has hosted a 5k Trail Run on the beautiful grounds of the Medfield State Hospital to raise funds to support its ongoing work. We would like to host this event again on May 13, 2023, and we appreciate your consideration of our request.

Our trail run attracts a variety of participants from casual to athletic runners with participants that come from Medfield and surrounding communities. In partnership with Bellforge and the extra-curricular club, Furniture Matters, of Medfield High School, New Life hopes to provide a distinct and inclusive event. Through the Bellforge, we will provide music and live acts for participants to enjoy pre and post-race. In addition, Furniture Matter's will organize and operate a fun run to include kids too young to run the 5K.

The proceeds from the event will support New Life Furniture Bank of MA, a 501(c)(3) charitable organization, that accepts furniture and household items and makes them available at no charge to families transitioning out of homelessness. Annually, New Life serves over 750 households. In addition, many of New Life's most active and involved volunteers reside in Medfield.

Event Details

Date: Saturday, May 13, 2023

Time: 7:00 a.m. – 1:00 p.m. Setup will begin at 7:00 a.m., and registration will open at 8:00 a.m. The fun run will start at 10:00 am and finish prior to the start of the 5K trail run. The main run will begin at 10:30 a.m. and we anticipate that all participants will complete the race and that clean-up will be complete by 1:00 p.m.

Course: The start of the race is in front of the chapel. Please see the attached map. We secured a permit from the Commonwealth of Massachusetts for use of the portions of the designated trail that are on the Charles River Conservation Land.

Participants: This event hosted approximately 400 runners in 2017 and 300 runners in 2018. We are hopeful that this year's event will have approximately 300 registered runners.

Water Stops: The event will include one water stop at the end of the race.

Restrooms: The event will use porta potties provided by Bellforge.

Trash Collection: New Life will contract with a local business for trash collection. All trash will be removed at the conclusion of the event.

Post-Race Activities: There will be a staging area near the start/finish line where we will have a music acts, registration tables, snack tables, kids' activities (games, face painting, fun run, craft area) and an area for vendor booths. We hope to include a few local vendors at this event, although those vendors have not yet been identified. Vendors will each have a table and will provide their own items. Food at the event will include bagels, pastries, small snacks, bananas, oranges, water, and coffee.

Parking: We plan to use the gravel/dirt parking area to the right of the main entrance for race participants. The volunteers will park at the location further into the Medfield state hospital grounds on the left side of property by the overlook.

Safety Considerations

Volunteers: New Life will organize a large number of volunteers who will be stationed throughout the length of the racecourse to ensure that the runners stay on the outlined course and to provide assistance to participants as needed. In addition, New Life will have volunteers at the registration area and in the main area for the event throughout its entirety.

Course Markers: We will use markers throughout the property to provide direction for the racecourse as outlined on the attached map. We will use non-invasive, temporary signage, which we will provide and remove at the conclusion of the race.

Medical Personnel: We will have EMT's on site during the duration of the event.

Insurance: New Life Furniture Bank has insurance that provides coverage for this event.

Ms. Shay Plummer
Assistant Development Manager
MassDevelopment
99 High Street
Boston, MA 02110

May 1, 2023

Dear Ms. Plummer,

On behalf of the Select Board. I am writing to confirm our support for the application by the non-profit Bellforge Arts Center (BAC) to the Underutilized Properties Program administered by MassDevelopment.

The Town has previously partnered with BAC for a Market Analysis by ArtsMarket and Architectural Feasibility Study and Schematic Designs by DBVW Architects for the re-use of two historic buildings at the former Medfield State Hospital (MSH) for a performing arts venue and educational spaces - the Arts Center. These projects were funded by two grants from the MA Cultural Facility Fund, matched by the Town; BAC managed the process for both.

The Town purchased MSH from the state in December, 2014 and completed a master planning process in Aug., 2018. The market analysis, three community surveys and public meetings demonstrated strong and consistent community support for an arts facility and historic preservation of the campus. Residents overwhelmingly approved of leasing two buildings to BAC for this purpose in Oct., 2018. The State approved a 99-year lease in July, 2019 and the Town entered the lease with BAC in June, 2020. In June, 2022 Town Meeting voted to authorize Selectmen to dispose of the property around BAC to Trinity Financial in a historic preservation project to house 334 residential units. The required private investment will be significant.

BAC completed the remediation of the Chapel in April, 2023 to make it safer for visitors and to prepare for the renovation work to come. Remediating the Infirmary prior to BAC's anticipated construction start in 2024 is urgent and valuable. We support BAC's application to remove hazardous materials in the Infirmary.

Sincerely,

Chair, Medfield Select Board