

Place: Remote Meeting held on Zoom.

Call to Order

At 7:00 pm, Selectman Marcucci called the meeting to order.

Participating Remotely: Selectmen - Osler Peterson, Michael Marcucci, Gustave Murby; Town Administrator, Kristine Trierweiler; Assistant Town Administrator, Nicholas Milano; Town Counsel, Mark Cerel. **Absent:** None. **Guests:** Good Energy, Patrick Roche; Community Choice Aggregation Committee, Bob Winograd; Vine Lake Preservation Trust, Rob Gregg; SEB Housing, David Cashman.

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the Medfield Board of Selectmen is being conducted via remote participation. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order. A reminder that persons who would like to listen to/view this meeting while in progress may do so by following the instructions on the agenda and meeting notice. All votes subject to remote participation will, therefore, be roll call votes.

Announcements

Disclosure of video recording.

We want to take a moment of appreciation for our Troops serving around the globe in defense of our country.

Executive Session at the conclusion of the regular meeting:

Vote to enter Executive Session for the purpose of discussing the purchase, exchange, lease or value of real property

Public Hearing

Medfield Community Electricity Aggregation Plan

At 7:01 pm, Selectman Marcucci opened the public hearing to invite comments from the public and interested parties. Written comments were also read and Selectmen responded to the comments.

Patrick Roche of Good Energy introduced Bob Winograd of the Community Choice Aggregation Committee, who presented the PowerPoint presentation, Medfield Community Electricity (MCE), Public Hearing for Municipal Aggregation Plan.

He stated the means for introducing the Plan to the public:

- Public Review Phase was introduced at BoS meetings 12/21/21 and 1/11/22
- Public Review was promoted on web sites electricity.medfield.net and medfieldcommunity.net
- Public Review hard copy notices were promoted on multiple bulletin boards at Town Hall, Town Library, Blue Moon Cafe, Brothers Marketplace and other locations
- Public Review was promoted via Medfield Cable TV articles, Medfield Hometown Weekly, The Patch, Medfield Insider, Facebook, Twitter

Mr. Winograd discussed:

- Plan Goals
- What Happened So Far
- Promoting Public Review

Patrick Roche of Good Energy discussed:

- Where from Here?
- Reviewed comments from the public regarding the "opt-out provision"
- No assurance of money saving for the individual consumer but that is the goal
- The longevity of aggregated programs, their popularity, and their value
- The hard copy mailers (first - introductory postcard with information regarding a future public meeting; second - detailed letter)
- Rate changes (contract changes versus Law changes)
- Four different electricity options
- Data sharing between the Utility and the Supplier will not include bank or routing numbers

Selectman Marcucci invited questions or comments from the public.

One resident wrote in the chat that he had provided three pages of questions or comments to Mr. Roche of Good Energy. Mr. Roche said he will address this citizen's comments this week.

Selectman Murby said he endorsed the program as covered by Patrick Roche and is comfortable with the opt-in default which will place citizens in a better position than they would otherwise be.

For citizens who have apprehensions, he said he is satisfied you do not need to have apprehensions.

Also, he is impressed with the provision that if any time in the process of the program, you want to opt out of the program, you may do so.

Mr. Winograd noted that the Medfield Energy Committee voted to approve this Plan and presentation.

The Selectmen decided to postpone voting on the Plan until a future meeting after questions from the citizen have been answered.

MOTION: Mr. Murby motioned to close the public hearing. Seconded by Mr. Peterson.

Vote: All in favor (Selectmen: Murby, aye; Marcucci, aye; Peterson, aye). None opposed.
Roll Call Vote: 3-0-0

Public Hearing closed at 7:24 pm.

Appointments

1. Rob Gregg, Vine Lake Preservation Trust, to provide an update about the Trust and dissolution of the Trust

Vine Lake Preservation Trust was formed in May 2009 as a non-profit organization. During this time, there have been six Directors. Rob has remained President since the Trust's inception.

He stated the Trusts Four Initiatives:

- Preservation of memorials in the old section of the cemetery
 - Preserved numerous memorials of slate and marble with few opportunities left
 - Dwindling amount of volunteers to perform the preservation
- Enhancement, three arbor days of service and improve the Hillside Garden on Main Street
- Interpretation, conducted numerous days of walking tours of the old section
 - Due to the Covid-19 pandemic, walking tours have been severely restricted
- Celebration, funded the production of a free app to search for historical buried persons in the old section of the cemetery

In September 2021, the Directors met with Rob, to discuss who would succeed him as President. The Directors voted not to select a President, but to dissolve the Trust.

The Attorney General's Office in the Commonwealth of Massachusetts obliges the Trust to distribute its assets to a similar non-profit organization.

Mr. Gregg presented to the Town of Medfield on behalf of the Directors of the Vine Lake Preservation Trust that the Town establish a Cemetery Preservation Trust Fund for the preservation of memorials only in the old section of the cemetery to be governed by the Director of the Department of Public Works. If the Selectmen approve of the new Cemetery Preservation Trust Fund, before dissolution of the Vine Lake Preservation Trust, we will write a check to transfer assets of approximately \$25,000 to the Cemetery Preservation Trust Fund to allow ongoing work for the preservation of memorials in the old section of the cemetery.

Selectman Marcucci agreed the DPW does a great job taking care of the cemetery. The Selectmen expressed gratitude for Mr. Gregg's commitment to the cemetery on behalf of Medfield families.

The next step is for Vine Lake Preservation Trust to write a check to the Town to transfer assets to the Cemetery Preservation Trust Fund.

2. David Cashman, SEB Housing, to request Board of Selectmen approval of a 5% rental increase for current tenants & Property Specific Maximum Rents for vacant units

Selectman Marcucci confirmed with Ms. Trierweiler the proposed rent increase refers to the Medfield portion of the properties at Medfield Meadows.

Mr. Cashman gave Selectmen the background for the proposed rent increase:

- In April HUD publishes the area median incomes for affordable units
- SEB then recalculates the rent prices for properties according to a formula and submits the updated rents to Towns
- Rent increases are subject to both Town and State approval
- Due to the pandemic, most properties are still using rents calculated from April 2019
- In November, DHCD put out new guidance saying they would approve new rent prices
- Rent increases for affordable units has been capped at a 5% increase for current tenants
- Alternative housing solutions can be worked out for tenants who cannot meet the rental increase

The Selectmen asked Counsel Cerel what discretion belongs to the Board of Selectmen to accept or reject the rental increase. He reached out to other Affordable Housing colleagues from other Towns who said they have never been involved in raising rents; they just let DHCD do it. It's just a ministerial act, a formality to let the Towns know about the updated formula for calculating rents.

Neither Mr. Marcucci or Mr. Peterson were inclined to support a rent increase as these renters are the people who can least afford a rental increase. Mr. Murby said he would consider supporting a rent increase because the developer has been a responsible one and rents were frozen for two years due to the pandemic.

The Selectmen agreed to reconvene on this subject after they learn what the State rules are regarding rental increases on these projects and what discretion is allowed the Board of Selectmen to approve or deny the rent increase.

Per the regulatory agreement, Mr. Cashman believes both the Town's approval as well as DHCD's approval is required for the rent increase. He will follow up with Town Planner, Sarah Raposa, regarding a rent increase for Hillside Village to be considered at a future Board of Selectmen meeting.

Discussion Items

3. FY2023 Budget outlook / revenue projections

Kristine Trierweiler announced the retirement of Town Accountant, Joy Ricciuto, at the end of this fiscal year.

Ms. Trierweiler presented a PowerPoint presentation, FY23 Budget Projections and Outlook, and discussed the Town's projections for Revenues and Expenditures. Slides included:

- Financial Overview and Assumptions
- FY23 Projected Revenue Sources
- Medfield State Aid - Change from Prior Fiscal Year
- FY23 Local Receipts Projection
- Meals Tax Revenue

She commended restaurant owners for pivoting during the pandemic to offer different take-out options and for local residents who supported local Medfield restaurants.

Additional slides included:

- FY23 Expenditures Outlook
- Town Department Outlook
- FY23 Capital Budget
- FY23 Budget - Next Steps

4. Free Cash/Financial Policy Certification

Department of Revenue Division of Local Services certified the Town's free cash at \$4.9M.

Nicholas Milano discussed the Reserve Fund Analysis - 20220118.pdf and Financial Policy. Today we have a total Reserve of about \$8.3M which is just over 12.7% of our General Fund Expenditures which means:

- We have met each of our Financial Policy tests
- We have met the 9% goal in Reserves
- We hadn't met our 7.5% goal, a requirement that we have at least 7.5% in Reserves
- We had met each of these goals at Town Meeting
- We have met the Free Cash Policy which is 2.5% of our General Fund Expenditures

As we propose potential uses of Free Cash, we will be monitoring to make sure we stay in compliance with the Town's Financial Policy. The requirement is that we not fall below the 7.5% in total Reserves. This document will be uploaded to the Town website and will also be included as part of the Warrant Report.

Mr. Marcucci earlier introduced this language: We certify that the FY22 Budget complies with the Town's Financial Policies and instruct that test be posted to the Town web site and eventually posted in the Warrant Report.

MOTION: Mr. Murby motioned that the Board of Selectmen vote to certify that the Fiscal Year 2022 Budget complies with the Town's Financial Policies and to approve the publishing of financial tests on the Town's website

Seconded by Mr. Peterson.

Vote: All in favor (Selectmen: Murby, aye; Marcucci, aye; Peterson, aye). None opposed.
Roll Call Vote: 3-0-0

5. Annual Town Meeting Warrant Articles / Board of Selectmen Warrant Articles

Ms. Trierweiler said the preliminary list of 22 Warrant Articles was not included in the meeting packet to the Selectmen. The Warrant is slated to close next week. She asked Selectmen to let her know if there are any Articles the Board is planning on presenting or would like to discuss, and these can add that to the list.

- Mr. Murby would like to develop and put forward for approval the **Dog Walking Policy at the Medfield State Hospital**
- Consider a **non-binding Article**, a **Statement of Intent** on what a **Reconceived School Project** should be with Expectations, and a Concept that the School Committee would develop
- Ms. Trierweiler suggested **removing** the **Article to adopt the town wide Master Plan** since the Planning Board has already adopted this. Mr. Murby withdrew his idea to keep it on as an Article. Mr. Peterson suggested it not be promoted to Town Meeting but there be a committee responsible for its implementation. Mr. Marcucci reviewed the Charter. Counsel Cerel suggested the Planning or Economic and Planning Department takes the lead to follow-up. The Selectmen discussed this with Counsel Cerel. The Selectmen decided to ask the Planning Board whether they want the Article brought to Town Meeting or leave the plan as is. The Selectmen decided to leave the Warrant Article on the list pending further clarification.

Action Items

6. **The Board of Selectmen are requested to sign letter to the Department of Housing and Community Development requesting local preference for the affordable housing lottery at Aura at Medfield.**

Mr. Marcucci said the Town is allowed up to 70% local preference on the affordable units, so approximately 10 of the 14 affordable units could be slated for current Medfield residents to have preference in the lottery. Mr. Murby asked if the local preference for this project specified a preference for veterans, as he believed the project had been intended to be. The discussion that ensued concluded that the ultimate description of the project did not call veterans out, specifically, as having a preference for these units.

Mr. Marcucci asked Ms. Trierweiler when is the timeframe for a lottery. She spoke with Building Commissioner, Gary Pelletier, who said they will be working on the interior finish work for another 5-6 months before they would be ready.

He asked Ms. Trierweiler whether there was any timing or further information on the intersection reconstruction for West Street/27. She said there was not any new information although she spoke with Representative Garlick who hopes to have conversations with both Representative Auchincloss and other local delegations. Mr. Marcucci asked for clarification this did pass. She confirmed.

MOTION: Mr. Murby motioned the Selectmen sign the letter to the Department of Housing and Community Development requesting local preference for the affordable housing lottery at Aura at Medfield. Seconded by Mr. Peterson.

Vote: All in favor (Selectmen: Murby, aye; Marcucci, aye; Peterson, aye). None opposed.

Roll Call Vote: 3-0-0

Citizen Comment

One resident asked what is the status for creation of a School Study Committee charged with creating the Town by-law that is a binding Article to govern the school building projects. This was an Article approved in May 2021 to engage citizens in the process. Nothing has happened since May. It is going to be discussed at the Board of Selectmen meeting next week. The Town Moderator, Scott McDermott, is willing to appoint citizens to the committee, but looking at the Warrant Article, it does not state that the Town Moderator would take on this role.

Mr. Marcucci said the matter has been added to the Agenda for next week's meeting with the intent to request that the Town Moderator appoint the committee.

Counsel Cerel discussed with the Selectmen the very tight timeframe if changing a by-law as a Warrant for Town Meeting.

Consent Agenda

- 7. The Council on Aging requests a one-day beer/wine permit for Wednesday, January 19; Wednesday, February 23; and Wednesday, March 16 from 4:00-7:00 p.m. for the monthly Supper Club**

MOTION: Mr. Murby motioned the Selectmen approve the Council on Aging requests for a one-day beer/wine permit for Wednesday, January 19; Wednesday, February 23; and Wednesday, March 16 from 4:00-7:00 p.m. for the monthly Supper Club. Seconded by Mr. Peterson.

Vote: All in favor (Selectmen: Murby, aye; Marcucci, aye; Peterson, aye). None opposed.

Roll Call Vote: 3-0-0

Meeting Minutes

January 4, 2022

Medfield Board of Selectmen
Meeting Minutes, January 18, 2022

January 26, 2021
February 23, 2021
March 23, 2021
June 1, 2021
June 4, 2021
June 15, 2021
October 19, 2021
November 16, 2021
December 7, 2021

MOTION: Mr. Murby motioned to accept the following meeting minutes subject to minor correction before finalizing: January 4, 2022, January 26, 2021, February 23, 2021, March 23, 2021, two sets of minutes June 1, 2021, June 4, 2021, June 15, 2021, October 19, 2021, November 16, 2021, December 7, 2021. Mr. Peterson seconded.

Vote: All in favor (Selectmen: Murby, aye; Marcucci, aye; Peterson, aye). None opposed.

Roll Call Vote: 3-0-0

Town Administrator Updates

Ms. Trierweiler said the Town Clerk would like to remind anyone who has taken out nomination papers they are due back on February 7, 2022.

During the last state budget cycle we received funding for voting machines which have arrived.

Sheriff McDermott will be at the Griddle at 8:00 am on January 24, 2022 to meet with residents and Town officials.

Next Meeting Dates

January 25, 2022.
January 31, 2022 Zoom meeting. TomCap has requested at least one member of the Board of Selectmen attend the Town of Medfield Climate Action Plan presentation.
February 1, 2022
February 8, 2022 (State Representative Denise Garlick's Annual Report to the Community)
February 15, 2022

Selectmen Reports

Mr. Peterson reported the Energy Committee met and has many projects.
The Town of Medfield Climate Action Plan Subgroup met today to discuss the Climate Action Plan. There will be a public forum to explain the Plan at 7:30 pm on January 31, 2022.

Mr. Murby reported he and his wife cross country skied on the Rail Trail and made it up to Dover. He thanked all those who worked on the trail. He also saw many rugged Medfield citizens out in the cold weather at Hospital Hill and walking dogs at the Medfield State Hospital.

Mr. Marcucci reported no substantive progress on the ongoing collective bargaining process. Jim Brand resigned from the Affordable Housing Trust. We will have to fill the remaining term for this position.

In the interim, Mr. Marcucci was elected as Chairman to the Board of Trustees.

Today was the deadline for the RFP to be returned for the Tilden Village expansion. We should hear soon if there were any responses. Depending on the responses, this could be coming back before the Trust and before the Board of Selectmen.

The renamed Housing Options Incentive Program RFP return date is January 28, 2021. Planner, Sarah Raposa, has done some outreach to developers and building owners in the downtown area to try to prompt interest in the program.

The Housing Production Plan is still in production. The expectation is there will be a draft for review by both the Board of Selectmen and the Planning Board in February. This has to be adopted and certified by the State before we can be eligible for an extension or renewal of safe harbor in May 2022.

The Trust will be adopting a 2- or 4-year Action Plan, a specific document that governs the more straightforward and mechanical items the Trust will be working on. We will send a copy of the Action Plan to the Board of Selectmen.

Informational

Massachusetts Downtown Initiative Technical Assistance Award - \$25,000 for Downtown Wayfinding

Groundwater Sampling Events: March, June, Sept. & Dec. 2022

Results of Groundwater Sampling Conducted Dec. 9, 2021

Meeting Materials

Meeting materials are available for review:

<https://www.town.medfield.net/DocumentCenter/View/5640/BOS-Meeting-Packet-January-18-2022>

- Town of Medfield Municipal Aggregation Plan
- Email re: Medfield Meadows, 2021 Income Limits and Rents
- Draft Letter to the Department of Housing and Community Development re: Aura at Medfield, 50 Peter Kristoff Way - Local Preference
- Letter re: Council on Aging request for wine and beer licenses

Medfield Board of Selectmen
Meeting Minutes, January 18, 2022

- Massachusetts Downtown Initiative Technical Assistance Award - \$25,000 for Downtown Wayfinding
- Groundwater Sampling Events: March, June, Sept. & Dec. 2022
- Results of Groundwater Sampling Conducted Dec. 9, 2021

Adjourn

MOTION: Mr. Murby motioned to adjourn the meeting at 9:31 pm. Seconded by Mr. Peterson.

Vote: All in favor (Selectmen: Murby, aye; Marcucci, aye; Peterson, aye). None opposed.

Roll Call Vote: 3-0-0

Respectfully submitted,

Independent Contractor
Dale Michaud