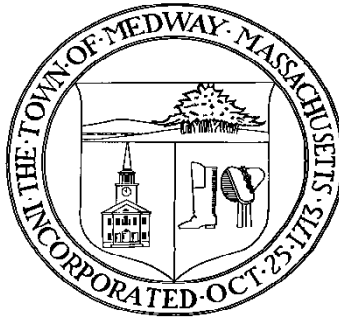


**THE TWO HUNDRED NINETY-NINTH
ANNUAL TOWN REPORT
OF THE RECEIPTS AND EXPENDITURES
FOR THE FISCAL YEAR ENDING JUNE 30, 2011
AND
REPORTS OF THE TOWN OFFICERS,
RECORDS OF TOWN MEETINGS,
MARRIAGES, DEATHS, AND OTHER STATISTICS
FOR THE CALENDAR YEAR ENDING DECEMBER 31, 2011
OF THE**



**TOWN OF MEDWAY,
MASSACHUSETTS**

IN MEMORIAM

Joseph Andrew Velardi

Peter Joseph Kenney

John M. Sheehy

Mary Donovan

John Leroy Bigelow, Jr.

Mary Rita Higgins

Diarmuid M. Higgins

George F. Archer

Robert Allen Malmberg

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IMPORTANT TELEPHONE NUMBERS

PUBLIC SAFETY

Emergency Number	911
Police Department Business Line	(508) 533-3212
Police Department Dispatch Fax	(508) 533-9044
Fire Department Business & Inspections Line	(508) 533-3213
Fire Department Station I	(508) 533-3211
Fire Department Station II/Dispatch	(508) 533-3209
Fire Department Fax	(508) 533-3254
Highway Facility	(508) 533-3221
Highway Facility Fax	(508) 533-3289

TOWN HALL OFFICES

Direct Line

Fax

Administrative offices

Town Administrator/Selectmen	(508) 533-3264	(508) 533-3281
Human Resources	(508) 533-3294	(508) 321-4940
Town Clerk	(508) 533-3204	(508) 533-3287 (508) 321-4989

Financial offices

Accountant	(508) 533-3202	(508) 533-3201
Assessors	(508) 533-3203	(508) 321-4981 (508) 321-4979
Treasurer/Collector	(508) 533-3205	(508) 533-3207

Public Services

Animal Control	(508) 533-3251	(508) 321-4993
Health Department	(508) 533-3206	(508) 533-3276
Department of Public Services	(508) 533-3275 (508) 533-3208	(508) 321-4985
Building Department/ Zoning Enforcement	(508) 533-3253	(508) 533-3252
Planning & Economic Development Department	(508) 533-3291	(508) 533-3287
Conservation Commission	(508) 533-3292	(508) 321-4984

IMPORTANT TELEPHONE NUMBERS

COMMUNITY SERVICE

	<u>Direct Line</u>	<u>Fax</u>
Tree Warden	(508) 533-3275	(508) 321-4985
Senior Center	(508) 533-3210	(508) 533-0386
Housing Authority	(508) 533-2434	(508) 533-3402
Veterans Agent	(508) 881-0100 Ext.673	

LIBRARY

(508) 533-3217	(508) 533-3219
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SCHOOL DEPARTMENT

Superintendent's Office	(508) 533-3222	(508) 533-3226
Operations and Finance	(508) 533-3222	(508) 533-3226
High School Office	(508) 533-3227	(508) 533-3246
Special Education Office	(508) 533-3222	(508) 533-3259
Athletic Director	(508) 533-3227 Ext.5120	(508) 533-3246
Cafeteria Director	(508) 533-3227 Ext.5126	N/A
Middle School Office	(508) 533-3230	(508) 533-3257
John D. McGovern Elementary	(508) 533-3243	(508) 533-3263
Francis J. Burke Elementary	(508) 533-3242	(508) 533-3261
Memorial School	(508) 533-3266	(508) 533-3274
Community Education	(508) 533-3222 Ext.3185/3186	

PART-TIME BOARD SECRETARIES Contact via www.townofmedway.org website

Jeanette Galliardt, Board of Selectmen, Finance Committee
Shirley Bliss, Community Preservation Committee
Arlene Doherty*, Zoning Board of Appeals
Sandra Trufant, Zoning Board of Appeals
Judi LaPan, Park Commissioners
Michelle Reed, Capital Improvement Committee
Katrina Zepf, Conservation Commission
Amy Sutherland, Planning & Economic Development Board, Board of Health

*since resigned

ELECTED OFFICERS

<u>NAME</u>	<u>TERM</u>
<u>SELECTMEN</u>	
Dennis Crowley	2012
Richard Dunne	2012
Andrew Espinosa	2013
John Foresto	2013
Glenn Trindade	2014
<u>MODERATOR</u>	
Mark Cerel	2013
<u>TOWN CLERK</u>	
Maryjane White	2012
<u>BOARD OF HEALTH</u>	
Robert Collum	2012
Michael Heavey	2011
Kathleen McCarthy	2013
<u>SCHOOL COMMITTEE</u>	
Carole Bernstein	2014
Diane Borgatti	2013
Jeffrey Devolder	2012
Debora Trindade, Chair	2013
Cynthia Sullivan	2014
<u>PARK COMMISSION</u>	
Rebecca Tingley	2014
Sean Murphy	2013
Judi Notturmo	2012
<u>LIBRARY TRUSTEES</u>	
Carol Brown	2013
Mary Ann Cabbibo	2012
Edward Duggan	2012
William L. Roberts	2013
Christopher Monahan	2014
Wendy Rowe	2014

WATER/SEWER COMMISSION

Peter Gluckler	2013
Cranston Rogers	2012
Robert Wilson	2014

HOUSING AUTHORITY

Helen O'Donnell	2012
Robert D. Ferrari (state appointee)	2015
Michael Matondi	2016
Mary O'Leary	2013
Alison Slack	2014

PLANNING BOARD

Thomas Gay	2012
Andy Rodenhiser, Chair	2014
Cranston Rogers	2013
Karyl Spiller-Walsh	2013
Robert Tucker	2014

APPOINTED TOWN OFFICIALS

OFFICIAL	POSITION	TERM EXPIRES
Suzanne Kennedy	Town Administrator	7/18/13
Paul Trufant	Fire Chief	6/30/12
Allen Tingley	Police Chief	N/A
Thomas Holder	DPS Director	N/A
Barbara Saint André	Town Counsel	6/30/14
Marc Terry	Labor Counsel	N/A
Vacant	Special Counsel	N/A
Carol Pratt	Town Accountant	N/A
Melanie Phillips	Finance Director/Treasurer-Collector	N/A
E. Susan Ellis	Human Resources Director	N/A
Richard Boucher	IT Director	N/A
Paul Trufant	Emergency Management Director	N/A
John Emidy	Building Commissioner/Zoning Enforcement Officer	N/A
Paul Cohelo	Local Building Inspector	N/A
Earl Vater	Local Building Inspector	N/A
Jeffrey Harris	Gas Inspector/Associate Plumbing Inspector	N/A
Scott Guyette	Wiring Inspector	N/A
Jeffrey Hovey	Associate Wiring Inspector	N/A
Robert Heavey	Plumbing Inspector/Associate Gas Inspector	N/A
James Coakley	Associate Plumbing Inspector	N/A
Michael Clancey	Sealer of Weights and Measures	N/A
Allen Tingley	Fence Viewer	N/A
Brutus Cantoreggi	Tree Warden/Moth Agent	6/30/12
Linda Reynolds	Representative to Tri-County Vocational School	6/30/13
Anthony Mastroianni*	Veterans' Agent	6/30/11
John Givner	Veterans' Services Director, MetroWest District	N/A
Chan Rogers	Rep. to Metropolitan Area Planning Council	6/30/12
Glenn Trindade	Selectmen's Rep. to Norfolk County Advisory Bd	6/30/11
Andrew Espinosa	Selectmen's Rep. to SWAP Committee	6/30/11
Richard Dunne	Selectmen's Rep. to MBTA Advisory Board	6/30/11
John Foresto	Selectmen's Rep. to Tri-County Vocational School	6/30/11
Dennis Crowley	Selectmen's Rep. to GATRA	6/30/11
Paul Yorkis	Representative to SWAP, Citizen-at-Large	6/30/12
Chan Rogers	Representative to SWAP, Planning Board	6/30/12
Douglas Downing	Rep. to Charles River Pollution Control District	6/30/12
Paul DeSimone	Rep. to Charles River Pollution Control District	6/30/14
Vacant	Parking Clerk	N/A

*Retired

APPOINTED TOWN OFFICIALS

OFFICIAL	POSITION	TERM EXPIRES
Affordable Housing Committee		
Susan Affleck-Childs	Planning Board Representative	6/30/12
Andrew Boysen		6/30/12
Ralph Caton		6/30/12
Richard Ferrari	Housing Authority Representative	6/30/14
Marcia Kramarz		6/30/13
Theresa O'Brien		6/30/13
Alison Slack		6/30/13
Affordable Housing Trust Committee		
Ralph Caton		6/30/12
James Gillingham		6/30/12
Michael Heineman		6/30/14
Suzanne Kennedy	Town Administrator	N/A
Ann Sherry		6/30/14
Board of Assessors		
Peter Manning		6/30/12
William Oldmixon		6/30/14
Vacant		
William Naser	Principal Assessor	
Board of Registrars		
Barbara Horowitz		6/30/12
Christine Lorenzen (R)		6/30/12
Florence Mucci (D)		6/30/12
Maryjane White	Town Clerk	N/A
Town Counsel		
Barbara Saint André		6/30/14
Capital Improvement Program Committee		
Thomas Anderson		2/4/12
Richard Briggs		6/30/13
James Gillingham		6/30/15
James Palladino		2/4/12
Peter Sigrist		6/30/13
Cranston Rogers	Planning Board Representative	6/30/12

Cemetery Commission

Bruce Hamblin	Citizen-At-Large	6/30/12
Jeanne Johnson		6/30/12
Marian Pierre-Louis		6/30/12

Community Preservation Committee

Mark Cerel	Citizen-At-Large, Chair	6/30/13
David Kaeli	Citizen-At-Large	6/30/12
Ken McKay	Conservation Commission Representative	6/30/12
Judith Notturmo	Parks	6/30/12
Robert Pomponio	Historical Commission Representative	6/30/12
Allison Slack	Affordable Housing Representative	6/30/12
Robert Tucker	Planning and Econ. Devlt. Board Rep.	6/30/12

Conservation Commission

Anthony Biocchi		6/30/13
Ken McKay		6/30/14
Glenn Murphy		6/30/13
David Travalini	Chair	6/30/12
Robert Tucker	Planning Board Representative	6/30/12

Constables

Gary Eklund		6/30/13
William Pride		6/30/13
Paul Trufant		6/30/13
Gordon White		6/30/13
Paul Yorkis		6/30/14

Council on Aging

Mary Anderson		6/30/12
Vonnie Clark		6/30/12
Nanette Glenny		6/30/14
Robert Goode		6/30/14
Judy Lane		6/30/13
Chan Rogers		6/30/12
Grace Rossetti		6/30/13
Charlene Saunders		6/30/14
Mary Lou Staples	Chair	6/30/14
Fred Tingley		6/30/13
John Wooster		6/30/13

Design Review Committee

(Planning & Economic Development Board Appoints)

Matthew Buckley		6/30/13
Julie Fallon		6/30/13
Dan Hooper		6/30/12
Rachel Walsh		6/30/12
Mary Weafer	Recording Secretary, Non-voting	N/A
Karyl Spiller-Walsh	Planning and Econ. Devlt. Board Rep.	6/30/12

Economic Development Committee

(Planning & Economic Development Board Appoints)

Ken Bancewicz		6/30/12
James Byrnes		6/30/13
Ray Himmel		6/30/12
Hassan Husain		6/30/12
Kent Scott		6/30/12
Ann Sherry	Vice Chair	6/30/13
Paul Yorkis		6/30/12
Andy Rodenhiser	Planning and Econ. Devlt. Board Rep.	6/30/12

Educational Fund Committee

Heidi Anderson		6/30/13
Joanne Bruce		6/30/14
Marion Cole		6/30/12
Lou-Ellen Maiorana		6/30/12
Melinda Peden		6/30/14

Finance Committee

Christine Devine		6/30/13
Kevin Dickie		6/30/13
Martin Dietrich	Chair	6/30/12
Neil Kennedy		6/30/13
Christopher Lagan		6/30/13
Jeffrey O'Neill		6/30/12
Anthony Pacholec		6/30/12
Frank Rossi		6/30/12
James Sheehan		6/30/13
Andy Rodenhiser	Planning and Econ. Devlt. Board Rep.	6/30/12

Historical Commission

Donna Hainey		6/30/13
Grace Hoag		6/30/12
Jeanne Johnson		6/30/13
Marian Pierre-Louis		6/30/14
Robert Pomponio	Chair	6/30/13
Paul Russell		6/30/14
Mark Wilcox		6/30/12

Insurance Advisory Committee

Ruth Allen		N/A
Catherine Fitzgerald		N/A
William Giordano		N/A
Paul McLaughlin		N/A
Michael Reagan		N/A
Matt Anzivino		N/A

Medway Christmas Parade Committee

Scott Guyette		6/30/14
Richard Parrella		6/30/14
Allen Tingley		6/30/14

Medway Community Farm Liaison Committee

Phyllis Cerel		N/A
Dennis Crowley		N/A
Richard Dunne		N/A
David Kaeli		N/A
Patrick McHallam		N/A
Susan Rorke		N/A
Robert Tucker	Planning and Econ. Devlt. Board Rep.	N/A

Medway Cultural Council

Susan Chase		6/30/14
Anne Codman		6/30/12
Sandra Dobday		6/30/14
Michael Finnegan		6/30/13
Cynthia McLaughlin		6/30/13
Audrey Ritter		6/30/14
Vacancy		

Medway Pride Day Committee

Wayne Janelle		6/30/10
Jodi Kairit		6/30/12
Brenda Wenzell		6/30/12
Vacancy		
Vacancy		

Medway School Building Committee

Dennis Crowley	Board of Selectmen	N/A
John Foresto	Board of Selectmen	N/A
Judith Evans	Superintendent of Schools	N/A
Suzanne Kennedy	Town Administrator	N/A
Martin Dietrich	Finance Committee	N/A
Larry Muench		N/A
Armand Pires	Middle School Principal	N/A
Carol Pratt	Town Accountant	N/A
Debora Trindade	School Committee	N/A
Robert Tucker		N/A
Dave Verdolino	Asst. Superintendent of Schools	N/A
Cindy Sullivan	School Committee	N/A
Tina Wright		N/A
Thomas Anderson	Capital Improvement Committee	N/A

Memorial Committee

Peter Ciolek		6/30/12
Douglas Downing		6/30/13
Richard Keough	Honorary Member	N/A
John Larney		6/30/12
Michael Matondi		6/30/12
Richard Parrella		6/30/12
Robert Saleski		6/30/12
Allen Tingley		6/30/11
Paul Trufant		6/30/12
Douglas Wahl		6/30/12

Open Space Committee

(Planning & Economic Development Board Appoints)

Michael Francis		6/30/13
Bruce Hamblin		6/30/12
Paul Marble		6/30/13
Patrick McHallam		6/30/13
Glenn Murphy		6/30/12
James Sullivan		6/30/12
James Wickis		6/30/12
Tina Wright		6/30/13
Karyl Spiller-Walsh	Planning & Econ. Devlt. Board Rep.	6/30/12

Street Naming Committee

Judith Notturmo		N/A
Edward Reardon		N/A
Charlene Saunders		N/A
Paul Trufant		N/A
William Naser	Principal Assessor	N/A
Susy Affleck-Childs	Planning and Econ. Devlt. Board Rep.	N/A

Stormwater Management Control Authority

David D'Amico		N/A
---------------	--	-----

Thayer Property Development Committee

Mark Cerel	Community Preservation Com. Rep.	6/30/12
John Foresto	Board of Selectmen Rep.	6/30/11
Dan Hooper	Citizen-At-Large	6/30/12
Marcia Kramarz	Citizen-At-Large	6/30/12
Sean Murphy	Parks Commission Rep.	6/30/11
Robert Pomponio	Historical Commission Rep.	6/30/11
Mark Wilcox	Historical Commission Rep.	6/30/11

Town-wide Energy Committee

Diane Borgatti		6/30/12
David Brownell		6/30/12
Peter Cooper		6/30/12
Frank Faist		6/30/12
Beth McDonald		6/30/12
Charles Myers		6/30/12
Shelley Wieler		6/30/12
Robert Tucker	Planning and Econ. Devlt. Board Rep.	6/30/12

Town-wide Facility Management Committee

Jeffrey Devolder	School Committee Rep.	6/30/12
Robert Ferrari		6/30/12
Peter Manning		6/30/12
Lawrence Muench		6/30/12
Robert Parrella		6/30/12
Jack Robinson		6/30/12
Thomas Gay	Planning and Econ. Devlt. Board Rep.	6/30/12
	Board of Selectmen Rep.	6/30/12

Zoning Board of Appeals

Anthony Biocchi		6/30/14
David Cole		6/30/14
Arlene Doherty		6/30/12
Matthew Flotta	Associate Member	6/30/11
Carol Gould	Associate Member	6/30/13
Joseph Musmanno	Chair	6/30/13
Andy Rodenhiser	Planning and Econ. Devlt. Board Rep.	6/30/12

FIRE DEPARTMENT

Fire Chief

Paul L. Trufant

Deputy Chief

Allen Tingley

Assistant Chief

James Smith

Administrative Secretary

Vacant

Station One

Michael Fasolino-Captain

Robert O'Neill-Lieutenant

EMT

Peter Trufant-Lieutenant

Station Two

Joseph MacDougall-Captain

EMT

Michael Leland-Lieutenant

Vacancy-Lieutenant

Emergency Medical Services

Matthew Anzivino-Coordinator

Alan Cornoni-Assistant Coordinator

Vacancy- Training Coordinator

Firefighters

Gregory Brovelli

Michael Bourbeau

John Cooper

James Galligan

Joseph Lynch

Ron Mullen

Michael Power

William Scherer

Byron Vinton

Jason Vinton

Firefighters/EMTs

Matthew Anzivino

Brian Tracy

Craig Vinton

Thomas Irwin

Robert Knight

David Leavenworth

John Meincke

Adam Barbato

Walter Steeves

Alan Weiner

Timothy Raftery

Kevin Vinton

Steven Brody

Joseph Avellino

EMTs

Michael Heavey

Mary Ann Paturzo

John Reardon

MEDWAY POLICE DEPARTMENT

2011

CHIEF OF POLICE

Allen M. Tingley

LIEUTENANT

William K. Boultenhouse

SERGEANTS

William H. Kingsbury

David J. McSweeney
Jason P. Brennan

Jeffrey W. Watson

POLICE OFFICERS

Donald P. Grimes
Joseph R. MacDougall
Richard L. Simard, II
John N. Rojee

David W.J. McRoberts
Matthew D. Reardon
Stephen F. Mitchell
Derek P. Harrington
John Meincke

John P. McLaughlin
Robert E. O'Neill, Jr.
Paul T. McLaughlin
Peter Fasolino

SECRETARY

Martha Wingate

POLICE & FIRE COMMUNICATIONS DISPATCHERS

William Freitas
Anthony Nigro
Kate Hickey

David Leavenworth
William White

Ryan Ober
Thomas Godino

PERMANENT INTERMITTENT POLICE OFFICERS

William Freitas

Ryan Ober

Thomas Hamano

SPECIAL POLICE OFFICERS

David Duncan (Photographer)
Frederick Paulette
David Lambirth
Richard Malo
Kevin Brennan

Gordon Crosby (VFW)
Charlene Tingley
Barbara Trufant
Gerald Tracy

Cheryl Goodspeed
Robert Rojee
Michael Heavey
James Boyan

SCHOOL TRAFFIC CROSSING GUARDS

Cheryl Goodspeed
Judi LaPan

Deborah Lavalley

Gale Wilcox
Barbara Trufant

MATRONS

Charlene Tingley
Judi LaPan

Barbara Trufant
Gale Wilcox

Cheryl Goodspeed
Kate Hickey

TOWN EMPLOYEES

Selectmen/Town Administrator's Office

Suzanne K. Kennedy, Town Administrator
Allison Potter, Assistant to the Town Administrator
Karen Kisty, Operations Manager

Human Resources Department

Eileen F. Ellis, Human Resources Director
Paige Eppolito, Assistant HR Associate

Town Clerk's Office

Maryjane White, Town Clerk
Charlene Tingley, Assistant Town Clerk

Department of Public Services

Thomas Holder, Director
David D'Amico, Deputy Director
Sarah Pawluczonek, Executive Assistant
Judi LaPan, Program Administrator
Robert McGee, Project Manager
James Smith, Jr., Highway Foreman
John Tucker, Asst. Superintendent
Fred Sibley, Operations Manager
John Piccone, Principal Fleet Technician
Rick Nickerson, Fleet Technician
David Malmberg, Heavy Equipment Operator
William Scherer, Heavy Equipment Operator
Sean Casey, Heavy Equipment Operator
Tim Abberton, Supervisor
William Donahue, Water Systems Operator Water/Sewer Superintendent
Gerald Ouillette Asst. Water/Sewer Superintendent
Jeffrey Roach, Water Systems Operator
Jason Beksha, Heavy Equipment Operator
Mark Leonardo, Heavy Equipment Operator
Paul Morris, Water Systems Operator

Building Maintenance

Jonathan Power
Kent Shorette
Clarence Gay

Recycling Center-Landfill

Anthony Malmberg, Laborer
Bradley Pellegini, Laborer

Treasurer/Collector's Office

Melanie Phillips, Treasurer/Collector
Joanne Russo, Assistant Treasurer/Collector
Paige Eppolito, Assistant Treasurer
Marie Shutt, Assistant Collector

Accounting Department

Carol Pratt, Town Accountant
Pam Champagne, Assistant Town Accountant
Joanna Komola, Accounting Assistant

Information Services

Richard Boucher, Director
Sean Peplinski, Network Engineer

Building Department

John Emidy, Building Commissioner
Fran Hutton Lee, Administrative Secretary
Scott Guyette, Chief Wiring Inspector
Jeff Hovey, Asst. Wiring Inspector
Bob Heavey, Plumbing Inspector
Jeff Harris, Gas Inspector
James Coakley, Asst. Gas & Plumbing Inspector
Mike Clancy, Sealer of Weights and Measures
Ken Lane, Asst. Building Inspector
Paul Coehlo, Asst. Building Inspector

Animal Control Office

Brenda Hamelin, Animal Control Officer

Planning & Economic Development Department

Susan Affleck-Childs, Planning & Economic Development Coordinator
Fran Hutton-Lee, Administrative Assistant

Assessor's Office

William Naser, Principal Assessor
Scott Morrison, Deputy Assessor
Terri Balabanis, Administrative Secretary

Health Department

William Fisher, Health Agent
Carol Brodeur*, Administrative Secretary

Council on Aging

Missy Dzieczek, Director
Kathryn Bullock, Program Coordinator
Pauline Russo, Outreach Worker

Christine Branigan, Outreach Worker
Judy Notturmo, Volunteer Coordinator, Van Driver
Deb GrandPre, Bus Driver
Maureen Giles, Bus Driver
Peter Ciolek, Bus Driver
Dave Houghton, Bus Driver
Ruth Allen, Transportation Coordinator
Linda Hastings, Nurse

Library

Felicia Oti*, Acting Director
Katherine Buday, Technical Services Librarian
William Hoffman, Circulation Librarian
Lorie Brownell, Library Assistant
Margaret Perkins, MLS, Acting Director
Sandra Dobday, Library Assistant
Paula Labella Belanger, Library Assistant
Tamara Page, Library Assistant

Veterans' Department

John Givner, Veterans' Director, MetroWest Veterans' Services District

Night Board Secretaries

Shirley Bliss, Community Preservation Committee
Arlene Doherty*, Zoning Board of Appeals
Sandra Trufant, Zoning Board of Appeals
Michelle Reed, Capital Improvement Committee
Amy Sutherland, Planning and Economic Development Board
Jeanette Galliardt, Board of Selectmen, Finance Committee

*Since terminated/resigned

Report of the Technology Department

The Technology Department has continued to make great strides in improving the technology services of Medway in Fiscal Year 2011. Through the use of capital and operational funding, we have replaced more than five hundred outdated desktop computers, increased our interconnectivity speed through the implementation of a town wide fiber optic network, and increased availability to mobile devices, such as laptop and tablet computers.

Some of the more successful accomplishments the Technology Department had in the past year have been:

- The implementation of a web based parent portal system, which allows parents and students to stay up to date on assignments and progress reports.
- Increasing wireless accessibility throughout all sites.
- Leveraging centralized Internet access to increase speed and decrease operational costs.
- Assist the DPS department in the implementation of a town-wide automatic meter reading system.

The Technology Department continues to work with all departments to review operational functions and processes to create efficient workflows through the use of technology.

Please visit us at:

<http://townofmedway.org> and <http://medwayschools.org> for more information.

Respectfully submitted,
Richard Boucher
Director of Information Services

Report of the Planning and Economic Development Board

OVERVIEW – The mission of the Medway Planning and Economic Development Board and Office is to develop policies, program initiatives and zoning provisions to guide the future development of Medway in ways that are consistent with the vision and values outlined in the 2009 Medway Master Plan. We do that by providing planning support, planning advisory services and coordination of town officials, boards, and committees on issues involving land use, zoning, economic development, affordable housing, open space and land preservation, land management, development/redevelopment, smart growth, sustainable development and public transportation.

The Town's adoption of a new charter in the spring of 2008 resulted in an expansion of the Board's role to now include *economic development* and to that end we are working in an expanded capacity to try to meet the mandate of the new charter. We endeavor to serve the Town of Medway with the highest degree of consideration for Medway's citizens by preserving the community's land/natural resources while also working to facilitate economic development investment in Medway.

The updated Medway Master Plan influences the Board's decisions on subdivision plans, site plans and various special permit applications, the development of proposals to amend the *Medway Zoning Bylaw*, and the on-going fine-tuning of our administrative *Rules and Regulations*. We have focused on changes to promote economic development, affordable housing, historic preservation, low impact development techniques, improved commercial signage, and the preservation of open space.

State law also authorizes municipal planning boards to recommend street acceptance to Town Meeting, update the Zoning Map, and conduct Scenic Road public hearings. Pursuant to the *Medway Zoning Bylaw*, the Board also serves as the special permit granting authority for Adult Retirement Community Planned Unit Developments (ARCPUD), Open Space Residential Developments (OSRD), and rehabilitation projects in the Adaptive Use Overlay Districts (AUOD). The *Zoning Bylaw* also authorizes the Board to review and act on all applications for site plan approval.

BOARD COMPOSITION – The Board is comprised of five elected members and an Associate Member who is appointed jointly by the Board of Selectmen and the Planning and Economic Development Board. At the May 2011 election, Medway's registered voters re-elected Andy Rodenhiser and Bob Tucker to three year terms through May 2014. Following the general election, the Board selected its officers for the next 12 months. Andy Rodenhiser was re-elected to the position of Chairman, Bob Tucker was re-elected to serve as Vice-Chairman, and Tom Gay was re-elected to serve as Clerk. Karyl Spiller-Walsh and Chan Rogers round out the group. During 2011, there was no Associate Member.

MEETINGS - The Planning and Economic Development Board meets regularly on the second

and fourth Tuesday evening of each month at 7 pm in Sanford Hall at Medway Town Hall. During 2011, the Board held 23 regular and 10 special meetings including site visits or joint meetings with other boards or committees. Public hearings were conducted for proposed site plans, open space residential developments (OSRD), subdivisions, and proposed amendments to the Medway Zoning bylaw. Staff is available for one-to-one meetings with prospective developers, consultants, and residents as they consider development options for their property. The Board is also available for informal/pre-application discussions with prospective developers; those occur during a Board meeting.

2011 KEY ACCOMPLISHMENTS

- Continued to implement the establishment of a Geographic Information System with People GIS/Maps on Line, funded through the Capital Improvement budget. During 2011, global positioning system equipment (GPS) was purchased and Town staff were trained. The office began providing mapping services to other town boards/committees including the Town Administrator, Historical Commission, Open Space Committee and Department of Public Services.
- Continued work to expedite the land use permitting process in Medway. We are now able to receive, store and circulate electronic versions of proposed plans which are also loaded to the Town's web site for improved public awareness and access.
- Assisted with implementation of the Green Communities Program.
- Continued to amend the Medway Zoning Bylaw – Changes proposed and approved by the Medway Town Meeting during 2011 include amendments to the sign regulation and open space residential development sections. The Zoning Map was modified to revise the boundaries of the Commercial III district and to establish a new Adaptive Use Overlay District in the Medway Village area. Those amendments were certified by the Massachusetts Attorney General's office in August and September, 2011.
- Supported the Affordable Housing Committee and Affordable Housing Trust in their efforts to secure Community Preservation Act funding and hire a half time Community Housing Coordinator to implement the Affordable Housing Trust Action Plan
- Worked toward resolving street acceptance issues for the Birch Hill, Evergreen Meadow and Claybrook II subdivisions.
- Commenced a planning initiative with funding from MassDevelopment for an Oak Grove redevelopment feasibility study to evaluate development opportunities in the Oak Grove/bottle cap area of Medway.
- Assisted with the preparation of several grant proposals – Green Communities implementation funds, trail development funds for amphitheatre site, public transit feasibility study.
- *Community Outreach* - During 2011, we started to post information about current applications before the Board including pdf versions of proposed residential and

commercial development plans. The web page also includes final subdivision, site plan and special permit decisions. We endeavor to continuously improve our web page to meet the needs of both our residents and the development community.

COLLABORATION – The Board continued its efforts to communicate and collaborate with other Town boards, committees and departments. Either a Board member or staff serves as a liaison to the following Town boards/committees - Community Preservation Committee, Design Review Committee, Conservation Commission, Water and Sewer Board, Board of Selectman, Economic Development Committee, Open Space Committee, Affordable Housing Committee, and the Medway Community Farm Liaison Committee. Joint meetings were held with the Design Review Committee and the Open Space Committee to establish goals for 2012. We also continue to work to strengthen relations with other Town boards and departments which are impacted by the Board's activity. These include the Treasurer/Collector's office, Assessor's office, Building Department, Department of Public Services, Zoning Board of Appeals, and the Fire and Police Departments.

SUBDIVISIONS – In 2011, applications were filed for several "new" residential subdivisions. All would be permanent private way subdivisions.

- Definitive Plan for Village Estates – 2 lots/272 Village ST(Approved: June 2011)
- Definitive Plan 25 Summer ST – 2 lots (Approved: November 2011)
- Preliminary Plan for Hill View Estates – 2 lots at 32R Hill ST
- Preliminary Plan for Bay Oaks – 4 lots at 104 Fisher ST
- Preliminary Plan Norwood Acres – 2 lots at 61 Summer ST

The following provides a status report on previously approved subdivisions as of December 31, 2011.

- **Applegate Farm** (Applegate Way) – 22 lots at the northeast corner of Coffee and Ellis Streets. Site clearance work continued. Several houses went under construction during 2011.
- **Franklin Creek** (Franklin Creek Lane) – 3 lot, permanent private way subdivision on the east side of Franklin Street. The land comprising this approved subdivision was sold to a new owner in 2007. Construction continued on the roadway and infrastructure and house construction has concluded. The developer conveyed the road to the neighbors in the fall of 2011.
- **Pine Meadow II** (Pine Meadow Road/Lantern Lane) - 7 lot subdivision off of Fisher Street approved in 2005. Infrastructure construction is completed. The owners await an improvement in the real estate market before house construction will commence.
- **Hartney Acres** (Newton Lane) – 8 lot subdivision east of Nobscott Road. House construction continued.
- **Evergreen Meadow** (Iarussi Way) – 15 lot subdivision south of Lovering Street. Housing construction continued. The road and open space parcels were accepted at the November 2011 town meeting.
- **Rolling Hills** (Harmony Lane) – 3 lot private way subdivision on the south side of Milford Street. No construction has occurred on the roadway or infrastructure.

- **Daniels Wood II** (Daniels Road extension) – No construction has occurred for the house lot or roadway.
- **Speroni Acres** (Little Tree and Rustic Roads) – The Board continues to work with the developer's engineer about needed modifications to the stormwater management facilities.
- **Fox Run Farm 40B development** (Morningside Drive) – Construction at the site has halted.

During 2011, no applications were submitted for *Subdivision Approval Not Required (ANR) Plans*.

STREET ACCEPTANCE – The process of accepting subdivision roads as public ways is quite involved. The Board facilitates this process with the Board of Selectmen and Town Meeting. With the change in Town Counsel, a more rigorous standard has been established to ensure the Town receives acceptable title to the roads, open space parcels and associated utility easements. The Board and the Board of Selectmen have established a policy to accomplish street acceptance for one of the long-standing unaccepted subdivisions per year. During 2011, all street acceptance related activities for portions of Ivy and Hunter Lane were completed. Also approved was Iarussi Way in the Evergreen Meadow subdivision off of Lovering Street. The bond funds for the Claybrook II subdivision were received; the Town will begin the street acceptance process during 2011.

SITE PLANS – The Site Plan section of the *Zoning Bylaw*, as approved by the 2005 Town Meeting, simplified the site plan process by combining the reviewing and permit granting authority to rest solely with the Planning Board. The Site Plan provisions also distinguished between minor and major site plan projects. The Board makes itself available for informal, site plan pre-application meetings with businesses and developers interested in developing, expanding, or opening a business in Medway.

Medway Middle School, 45 Holliston Street – Building renovations as part of the Middle School repair project.

Lawrence Waste Services, 49 Alder Street – Pre application discussion for a 7,000 square foot building.

NW Greene, 71 Main Street – Pre-application discussion for a small addition to the existing structure.

OPEN SPACE RESIDENTIAL DEVELOPMENTS (OSRD) – Construction has been completed at the **Village at Pine Ridge**, a 20 unit, townhouse condominium community located off of Candlewood Drive. This OSRD project includes the permanent preservation of 14.4 acres of open space to be open to the general public as walking trails and natural wildlife areas; the land will be deeded to the Town through the Conservation Commission, but maintained by the future Pine Ridge condominium association. Several units remain to be sold.

In May 2009, the Board issued an OSRD Special Permit and approved a Concept Plan for the proposed **Williamsburg Condominium** development, to consist of nine duplex buildings (for a

total of 18 residential dwellings including three affordable dwellings) located on a 13.86 acre site at 66A, 70, 70R and 72 West Street in the Agricultural Residential II zoning district. The site includes wetlands, a tributary of Hopping Brook, upland meadows, wet meadows, a pine grove, a vernal pool and several stone walls. Planned site improvements include construction of a sixteen foot wide one-way private way/driveway approximately 1,134 foot long, approximately 1,200 linear feet of interior sidewalks/pathways, connection to Town sewer and water services, associated stormwater drainage facilities, and 8.7 acres of permanently preserved open space to be accessible to the public with three designated visitor parking spaces. Site access and egress will be from West Street. 8.63 acres of the 13.86 acre site will be preserved as open space. In September 2009, a new owner of the property filed the application for the required Definitive OSRD plan which includes detailed engineering. That plan was approved and construction commenced during 2010. The infrastructure is completed and construction has been concluded on 3 of the 9 buildings.

Charles River Village - The prospective owner of property at 9 Neelon Lane submitted an application in August 2010 for an OSRD special permit on the proposed development of a 13 unit single family cottage style condominium community. The subject property abuts the Charles River and will include 4+ acres of open space accessible to the public and 2 “affordable” dwelling units. The Board approved an OSRD special permit in March 2011. That decision was appealed by an abutter to the project; as of December 31, 2011, a lawsuit was still pending against the Planning Board and the developer. We expect it will be resolved early in 2012.

ADULT RETIREMENT COMMUNITY PLANNED UNIT DEVELOPMENTS (ARCPUD) –

An ARCPUD is a planned residential development for residents 55 years of age and older, also known as an active adult retirement community. During 2007, the Planning Board approved an ARCPUD Special Permit for **Walnut Creek on the Charles (formerly known as River Bend Village)**. To be developed by Abbott Real Estate of Boston, the 125-unit active adult/over 55 condominium development was to be located on a 58 acre site south of Village Street abutting the Charles River. The project was to include construction of 48 apartment style units and 77 townhouses, along with 26 acres of dedicated open space including 5500 linear feet of unpaved walking trails/paths, river access and a canoe launch available to the public. During the summer of 2007, the developer decided to not pursue the project due to the economy and financing difficulties in the troubled real estate market. The special permit issued in 2007 has expired. The property owner, Charlotte Realty Trust, continues to evaluate other development alternatives for the site.

In May 2007, the Planning Board approved an ARCPUD Special Permit for Barberry Homes of Wayland, MA to develop a 51 acre site located on the west side of Winthrop Street south of Lovering Street as **Daniels Village**, to be comprised of 80 single family homes and townhouses for active adult/over 55 persons. The plan included the dedication of 20.4 acres of preserved open space available to the general public. The special permit included a provision that the developer would donate \$108,000 to the Town to be used exclusively to support the construction of the Senior Center addition. Subsequent to the decision, Barberry Homes filed suit in Norfolk Superior Court against the Planning Board, alleging the Board exceeded its authority regarding the mitigation payment. The case went to trial in November 2008. The Court vacated the

decision and remanded the project back to the Board for reconsideration. Subsequent to the court's ruling, the developer/prospective buyer decided to withdraw their proposal from consideration. The property owner evaluated her options and also withdrew the project from further consideration as well.

ADAPTIVE USE OVERLAY DISTRICT (AUOD) SPECIAL PERMITS – An Adaptive Use Special Permit provides for the commercial and mixed use of residentially zoned property, in scale with the surrounding homes, on portions of Main Street/Route 109 between Mechanic Street and Elm Street. This special provision of the *Zoning Bylaw* encourages improvements to existing residentially zoned dwellings while promoting the highest and best use of these highly visible parcels. The goal is to facilitate economic investment and expand Medway's tax base by allowing for building renovation and new construction to convert residential property to limited business uses with sensitivity to the neighborhood's residential character.

During 2010, an Adaptive Use Overlay District special permit was issued for the redevelopment of the property at **146 Main Street**. The approved project was to include extensive reconstruction of the existing structure and the construction of an approximately 7,000 sq. ft addition to be used for professional office space. During 2011, the applicant submitted a plan modification; the scope of work has been reduced and will focus primarily on the reconstruction of the existing structure. Construction is expected to commence in the spring of 2012.

SCENIC ROAD WORK PERMITS – Medway has designated 25 roadways as official Medway Scenic Roads. To protect the scenic/rural quality of these roadways, efforts are made to preserve the trees and stone walls that are located in the right of way of these Town streets. Whenever construction occurs on a scenic roadway that would result in the removal of trees or the destruction of stone walls that are located in the Town's right of way, the Medway Planning & Economic Development Board and the Tree Warden are required to conduct a public hearing and issue a Scenic Road Work Permit. In 2011, the Board modified a previous scenic road work permit for a minor change in plans for a curb cut on Ellis Street for a house in the Applegate subdivision.

PLANNING INITIATIVES

- *The Town began a planning initiative to evaluate the Oak Grove/bottle cap lots area with funding support provided by Mass Development. The project was put on hold in April 2011 to conduct extensive title research on the backgrounds of the Oak Grove parcels. We expect it will resume in the summer of 2012.*
- *Medway participated in a parking study conducted by the Metropolitan Area Planning Council (MAPC). A series of parking improvement recommendations were provided in December 2011 which will be reviewed during 2012 and used to develop proposed amendments to the zoning bylaw and various rules/regulations which address parking.*
- *Medway actively participated in the development of the 495 MetroWest Compact Regional Plan by proposing target areas for preservation and development.*

PERSONNEL – The Planning and Economic Development office is staffed by Susy Affleck-Childs who works full time as the Planning and Economic Development Coordinator and by Administrative Secretary Fran Hutton Lee whose time is split between the Planning/Economic Development and Building Departments. Amy Sutherland serves as a part-time recording secretary for Planning and Economic Development Board and the Economic Development Committee meetings. During 2011, the office provided staff support and professional services to the Design Review Committee, Open Space Committee, Affordable Housing Committee and Trust, the Economic Development Committee, and the Community Farm Liaison Committee.

Gino Carlucci, of PGC Associates, the Town's consulting planner, has increasingly aided the Board in developing strategies to improve the quality of the Town's residential and commercial development. His help has been instrumental in assisting the Board to develop proposals to amend the Medway Zoning bylaw. He participates in various regional planning and economic development organizations and chairs the Southwest Area sub-region of the Metropolitan Area Planning Council. Gino is a staunch advocate for Medway throughout the region and always represents us well.

Tetra Tech Rizzo (TTR), based in Framingham, serves as the Town's engineering consultant; we are ably assisted by professional engineer Dave Pellegrini. TTR assists the Board by conducting the technical engineering reviews for all development projects, focusing on road construction and stormwater management. TTR also conducts site inspections during infrastructure construction of subdivisions and other development projects and is the Board's eyes on the ground to ensure that roadway and infrastructure construction are completed in accordance with approved plans.

The Board is also grateful to Town Counsel Barbara Saint Andre of Petrini and Associates for her ready advice and assistance as we attempt to craft creative zoning initiatives and manage the legal details of subdivisions, special permits, and street acceptance. A high commitment to protecting the Town's best interests is inherent in all her work and we appreciate that diligence and care.

We sincerely appreciate Susy, Fran, Amy, Gino, Dave and Barbara for their loyal service to Medway's Planning and Economic Development Board and office.

LOOKING TO 2012 - PRIORITIES

- Pursue Street Acceptance for the Claybrook II and The Meadows subdivisions
- Resume work on Oak Grove/bottle cap lots planning project
- Continue efforts to improve the zoning bylaw
- Review site plan for a commercial development proposal at 72 Main Street
- Participate in the Metropolitan Area Planning Council's Local Energy Action Program (LEAP)
- Support the Economic Development Committee's efforts to expand the Town's economic development services
- Publish a fully updated zoning map

CLOSING COMMENTS – Although it has continued to be a very challenging economic period for development, we believe Medway is on the cusp of a reinvention that will invigorate and excite the possibilities for future generations of Medway’s residents.

This Board continues to believe that good results come from good planning. With that philosophy, we hope that Medway will continue to contribute and support us as elected officials and support the fundamental soundness of good planning and engineering practices. With each passing year and the build-out of more of Medway’s land, it becomes even more imperative that Medway be vigilant in its efforts to grow smartly. This is how we endeavor to serve.

We will work toward a vision that establishes and promotes a more diversified tax base for Medway, thereby creating a more stable community for us to live in. We will do that by utilizing proper planning techniques, giving attention to design elements that make our community attractive, respecting residents’ opinions and perspectives, and balancing the community’s vision with private property rights. Past Planning Boards built the platform from which the current Planning and Economic Development Board works. They developed and promoted the adoption of zoning bylaw amendments to expand the available supply of commercially zoned land and a broader range of business types. Other zoning changes allowed for alternative housing options such as adult retirement communities and open space subdivisions. Compared to conventional subdivisions, these types of residential development offer a wider array of housing options and preserve open space. Those bylaw changes are starting to bear fruit as reflected in the various developments described in this report.

I would like to recognize the hard work of the allied committees with whom we work closely - the Design Review Committee, Open Space Committee, Economic Development Committee and the Affordable Housing Committee. I encourage you to read their individual annual reports for highlights of their activities during 2011.

It has been my privilege and pleasure to serve Medway during 2011 with my fellow Board members Tom Gay, Chan Rogers, Karyl Spiller-Walsh and Bob Tucker. I admire their dedication and thank them for providing their time, talents and thoughtful perspectives. I specifically want to thank Bob Tucker for his support and always being available to pitch in when I wasn’t able to participate. I would also like to recognize Planning and Economic Development Coordinator Susy Affleck-Childs for her tireless work on our behalf and for her comprehensive vision of what community planning and economic development can be in a small community.

On behalf of the full Board, I want to thank the citizens of Medway for affording us the opportunity to help guide the growth and development of this wonderful community we call HOME!

Respectfully submitted,
Andy Rodenhiser, Chairman

Report of the Affordable Housing Committee

During the past year, the Affordable Housing Committee (AHC) played a key role in launching the Affordable Housing Trust Fund Action Plan through its advocacy efforts in conjunction with the members of the Affordable Housing Trust (AHT), Community Preservation Committee (CPC), Finance Committee, and Board of Selectmen. Outreach efforts included a program presentation on Medway Cable 8's "Talk of the Town," as well as presentations made to various committees in order to inform residents and committee members respectively about the goals and objectives of the AHC and the AHT. As a result, the June 2011 Town Meeting approved and authorized the transfer to the AHT of \$435,000 from the 10% statutorily designated set-aside of Community Preservation Act (CPA) funds that are directly earmarked for affordable housing needs. These funds are derived from the real estate surcharge as described in Chapter 267 of the Massachusetts Legislative Acts of 2000, Chapter 44B, known as the Community Preservation Act. In addition, a Grant Agreement Between the Town of Medway and the AHT was drawn up at the direction of the June 2011 Town Meeting governing the transfer of these funds.

In addition, the AHC supported the efforts of the AHT in hiring a part-time (nineteen hours per week) Community Housing Coordinator to assist with the implementation of housing programs in compliance with appropriate policies and regulations, monitoring affordable units, and providing critical outreach to property owners and builders with regard to the tools available for the creation of housing units. A Community Housing Coordinator was hired in November, 2011 and has begun to evaluate affordable housing opportunities through contacts with prospective builders and property owners. In an effort to maintain the close cooperative relationship between the AHT and the AHC, the Community Housing Coordinator also serves as a communications liaison between the two affordable housing entities.

The AHC has met with Habitat for Humanity Tri-Valley Partnership regarding possible rehabilitation of existing properties for conversion into multi-family affordable housing units. The Co-Chairs of the AHC have attended AHT meetings when projects offered by private developers with high potential and benefits to the Town are discussed.

AHC Co-Chair, Alison Slack was invited to serve on a discussion panel and made a presentation at a Massachusetts Housing Partnership workshop in December whose theme was "Strategies for Building Support for Affordable Housing." Medway was used as a case study for creating a foundation of support for the goals of achieving affordable housing in municipalities.

Finally, the AHC has adopted a set of proposed goals and objectives for 2011-2012 based on (1) educating and informing citizens of the Town, as well as the various advisory committees and decision-making boards about the need and types of affordable housing opportunities that are compatible with maintaining the rural New England character of the Town; (2) serving as an advisory committee regarding policy matters, statutes, regulations, and current conceptions of

affordable housing design models; and (3) advocating for programs, zoning, funding, and policies to support affordable housing initiatives.

Respectfully submitted,

Alison T. Slack, Co-Chair
Robert D. Ferrari, Co-Chair
Affordable Housing Committee

Report of the Design Review Committee

I am pleased to report that the Design Review Committee (DRC) reviewed 21 sign proposals this year, many of which incorporated recommended changes and produced very effective signs. The laptop computer and design software made available last year to the DRC have continued to be a vital tool, used continually during each meeting. The addition of a portable digital projector and scanner has enabled the Committee and applicants to interact more effectively with real time results. Once again this year, thanks are due to highly skilled DRC member Julie Fallon. Through her design sensibilities and computer skills, we are typically able to work out agreeable sign design solutions with an applicant during the meeting.

- Medway Mill – Main Sign
- Sublime Fitness – Medway Mill
- Visual Eye Comfort – Medway Mill
- Corinthian Insurance – Medway Mill
- A-Tech – Medway Mill
- Art Studios – Medway Mill
- Solstice Healing Arts Center – Medway Mill
- Molly's Apothecary – Medway Mill
- J & L Catering – Main Street
- Attorney General Construction – Village Street
- Dunkin Donuts – Main Street
- Back to Basics Pre-School – School Street
- The Stray Cat – Holliston Street
- Medway Community Church - Main Street
- Gold Stone Granite – Franklin Street
- TC Scoops – Main Street
- Amari Outlet – 4 Main Street
- Medway Middle School – Holliston Street
- Medway Village Pizza and Subs – Village Street
- Shell Gas Station – Main Street
- Town Open Space Parcels and Trails

We added an associate member Bruce Hamblin at mid-year. We continue to seek a member representing the Medway Business Council and the Historic Commission. Additionally, the DRC is also seeking individuals with pertinent skills from the general population, with specific interest in an architect.

We reviewed a Site Plan this year for the Middle School Building project via the Committee's chairman, Robert Tucker. The review was for the exterior changes to the Medway Middle School. This project is ongoing and the DRC set plans with Mr. Tucker to continue collaboration. While Mr. Tucker subsequently resigned from his position on the School Building Committee, the DRC has reached out to the School Committee to confirm our continued commitment moving forward.

The commitment of the DRC is to assist in shaping what can be the very best Town of Medway. Each member is motivated to employ their skills in all related aspects of the town both private and public. We continue to reach out to each and every Town board and committee to involve the DRC where possible and to utilize our specific skill sets.

An effort will be put forward to meet with various pertinent committees to explain the DRC's capabilities and establish working relationships.

Looking forward to 2012, the municipal projects that the DRC has shown a desire to participate in are:

- New Town Seal
- The Route 109 Reconstruction
- New Town website
- Sign Concept for 495 Business Park
- The Medway 300th

Relative to the Town seal, the DRC has for sometime discussed a reworked town seal that would be more pertinent and graphically successful. In light of the coming Medway 300th celebration, the timing seemed appropriate. The DRC explored the idea and gathered enough consensus to seek the approval of the Board of Selectmen. During the fall, the DRC was given approval to move ahead with the development of a new town seal. Great progress has been made and the DRC hopes to formalize the new concepts with the Board of Selectmen during the spring of 2012.

Relative to the Route 109 Reconstruction, DRC chairperson, Matthew Buckley has joined the Route 109 Committee. This committee has an variety of important responsibilities to this vital endeavor. The DRC welcomes the opportunity to offers a perspective to this project that will significantly shape the image of Medway. Additionally, DRC Associate Member Dan Hooper is also a member of the Route 109 Committee, but serves in his capacity as the chairman of the Thayer Property Improvements Committee.

We have also been exploring the concepts of LED lighting and pertinent bylaws relating to sign illumination. The hope is to fashion bylaws that will address this emerging technology and how it will be implemented in Medway.

The DRC attempts to encourage design that is attractive, inviting, harmonious with its surroundings, and enhances the visual experience of the Town of Medway. I believe we have been successful in 2011, and if the cumulative effect of the work we have done since 2003 is considered, we have made a big difference.

Respectfully Submitted,
Matthew Buckley
Chairperson

Report of the Medway Economic Development Committee

Medway's Economic Development Committee (EDC) is charged with the following mission: *To work proactively to promote, encourage, and facilitate the development of responsible and properly planned business and industrial growth within the community in order to expand and strengthen the local economy and diversify the community's tax base.*

Early 2011 began with community presentations of the analysis of business expansion potential and development options of the Oak Grove "Bottle Cap" lots adjacent to the 495 Business Park. Development of this area, which is located off of Route 109 near the Milford border, is a priority goal identified in Medway's 2009 Master Plan. This research was possible because of a \$50,000 Mass Development grant that the EDC had assisted the town in acquiring. The presentations included a feasibility study as well as a market research report.

EDC members spent much of the summer determining priorities and goals that would support its mission and make Medway a desirable location to attract new business and foster growth within the existing business community. This had to be accomplished while keeping in mind that the desire of Medway residents is to maintain a small town, rural nature. By mid 2011, the committee set forth the following priorities for the coming year. Sub-committees have been created and are working on each of these priorities:

- Create Marketing Collateral that highlights the many beneficial attributes of establishing a business in Medway. This would include a Power Point presentation for the town's website and other electronic presentations as well as printed material.
- Build more interactive Economic Development pages on the town's website, that will provide key economic driver information, infrastructure/resource information and links that will help identify available sites in town. The pages will also identify the specific contacts within Town Hall and on the committee for interested parties to contact.
- Continue to advocate for and support the planning efforts to develop the Oak Grove/Bottle Cap Lots and 495 Business Park, with the ultimate goal of adding to Medway's commercial and industrial tax base.
- Promote Medway externally by actively engaging with state and regional economic development agencies, real estate investors, and other entities to attract appropriate businesses.
- Promote Medway internally to retain existing businesses and support new growth opportunities.

- Review and Improve Town By-laws, Rules and Regulations as they relate to establishing new businesses and how they impact existing businesses. Make appropriate recommendations to other town boards for improvements.

If you are interested in having a positive impact on the economic environment in the Town of Medway and are eager to positively affect the future economic development of the community, please contact me or any of our committee members. We encourage your involvement.

Respectfully Submitted,

Ray Himmel, Chairman
Economic Development Committee

Report of the Open Space Committee

The mission of the Open Space Committee (OSC) is to preserve Medway's rural character through the permanent protection of undeveloped land, wetlands and surface water bodies, agricultural lands and uses, scenic viewscapes, historic sites and recreation land.

Goals of the Open Space Committee are: (1) identify and protect undeveloped land that directly affects aquifers and groundwater, wildlife habitats, ponds and waterways; (2) provide and maintain a diversity of conservation and recreation land uses, with opportunities for both passive and active recreation; (3) promote the development and maintenance of trails and trail linkages; (4) provide outreach to increase awareness among residents of the range of Medway's open space and recreational assets; (5) develop and maintain an active community culture of open space acquisition and habitat preservation; (6) encourage compact development to reduce sprawl; (7) facilitate the stewardship of open spaces.

Committee activities in 2011:

1. An "All Boards" meeting was held with representatives of town government entities whose interests overlap with the goals of the OSC. Because the OSC does not have a budget, it seeks instead to implement its goals by fostering cooperation between these agencies and by the use of volunteer efforts.
2. The OSC has been providing support to the Planning and Economic Development Board in that board's rewriting the Open Space and Residential Development bylaw.
3. OSC members have been working with state agencies to develop canoe launches on the Charles River. One of these may be built in the coming year.
4. The trail along Chicken Brook at Idylbrook that was cut by the OSC last year was maintained by volunteer efforts this year.
5. The largest single effort of the OSC this year has been to begin the process of providing access to and restoration of the area along the Charles River known as the "amphitheater." Much of this area has been heavily infested with invasive plants, making passage to the river impossible. By selected removal of the invasive plants, pathways have been created. With the support of the Department of Public Services, the Community Preservation Committee, the Conservation Commission, and thirty volunteers from the town who provided over 180 hours of work, Medway residents can now walk to and along the Charles River. A grant request for trail development has been re-submitted to the state. Restoration and access work is expected to continue for several more years.

Respectfully submitted,
Jim Wickis, Vice-Chair

Report of the Board of Appeals

The Board of Appeals is empowered by MGL Chapters 40A and 40B to hear and decide Appeals and Petitions for Variances, Findings, Special Permits, and Comprehensive Permits. Public hearings are normally scheduled for the first and third Wednesdays of each month. The Board consists of five permanent members and two associate members, each appointed by the Board of Selectmen for a three-year term. As the year ended, the two seats for associate members were vacant.

The Board suggests that petitioners who intend to file any type of request for a hearing should consult the aforementioned MGL chapters, and the Medway Zoning Bylaw, which may be viewed on the town website: www.townofmedway.org. Application forms are available on the Zoning Board of Appeals page on the Town Website.

Respectfully submitted,

Joseph Musmanno, Chairman

TOWN OF MEDWAY
MARRIAGES RECORDED IN THE TOWN OF MEDWAY

2011

MAR

12	PAUL G. CAREY CYNTHIA D. JOHNSON	MEDWAY MEDWAY	WRENTHAM S. Galebiowski, JP
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APR

09	JESSE M. DEVLIN GREGORY C. KEHLHEM, JR	MEDWAY MEDWAY	HOLLISTON D. Stewart, Clergy
16	CHRISTOPHER G. SHOWSTEAD ERIN T. SARGENT	MEDWAY MEDWAY	MEDWAY E. Bernald, Clergy
30	DIANE M. BLOOD IAN R. ULRICH	MILLIS MILLIS	MEDWAY M. Billingsley, Priest

MAY

05	ROBERT M. MCCLUSKEY, JR KERRI TOUSIGNANT	MEDWAY MEDWAY	MEDWAY Maryjane White, JP
14	LISA M. TROMBINI MATTHEW A. CONNELL	MEDWAY UPTON	GREAT BARRINGTON Karen Avalle, JP
20	JONATHAN W. BARKER LINDSEY M. TETRAULT	MEDWAY MEDWAY	SHARON J. D'Arriho, JP

JUN

04	JAMES M. CLARK, JR TANYA L. SELLEVOLD	MILLIS MILLIS	WESTFIELD Brian F. McGrath, Priest
10	ROSHANI ARIYANAYAGAM TIMOTHY S. MAHILRAJAN	RHODE ISLAND CANADA	MEDWAY Michael Thomas, Clergy
24	JESSICA A. LEQUIN DAVID A. NEWMAN	MEDWAY MEDWAY	SPENCER Wm. R. Wildman, Jr, Clergy

24	MELISSA A. KELLEY JAMES E. BABINEAU, JR	MEDWAY MEDWAY	MEDWAY Timothy Moran, Priest
25	DALE J. OLSON ELISABETH B. MATONS	MEDWAY NEW JERSEY	FRANKLIN James G. Mullen, JP
25	JUSTIN P. MORENZETTI KERRY L. DEFOREST	MEDWAY MEDWAY	WRENTHAM Susan B. Green, JP
JUL			
03	LEA MARIE WASNEWSKY PHILIP M. FORGIONE, JR	MEDWAY MEDWAY	MEDWAY Timothy J. Moran, Priest
06	NICHOLAS D. CUTONE JAIME E. BROWN	MEDWAY MEDWAY	SOMERVILLE Clifford Brown, Priest
09	KAREN M. FERLAND MICHAEL R. LYONS	MEDWAY MEDWAY	HOLLISTON Susan B. Green, JP
23	JOHN J. FLANAGAN TONJA M. SCARBROUGH	MEDWAY MEDWAY	UXBRIDGE Jane E. Mitchell, Clergy
AUG			
12	JANICE M. HANNA ROBERT J. HART	MEDWAY MEDWAY	FALMOUTH Louise Houle, JP
13	MICHAEL J. CAULFIELD GINA M. LAVEZZO	MEDWAY MEDWAY	NATICK Brian R. Kiely, Priest
20	MONICA M. VERISSIMO KAROL B. REIS	MILFORD MILFORD	MILFORD Ancelmo Gomes, Priest
SEP			
03	LAUREN E. CRISMAN DOUGLAS F. WEAVER	GEORGIA GEORGIA	GLOUCESTER Roger Lee Weaver, Solemn.
05	MARTIN J. RIMMER ERICA S. SILLS	MEDWAY MEDWAY	ROCKPORT Timothy Whelsky, Clergy
09	PETER F. FARRICY CHRISTINE CUSHMAN	MEDWAY MEDWAY	WALPOLE John F. Svgden, Jr, JP

10	ANN B. RYAN ADAM M. DEMATTIA	WORCESTER WORCESTER	MEDWAY Timothy J. Moran, Priest
10	MICHAEL J. PRENTICE STEPHANIE J. GLEASON	MEDWAY MEDWAY	WAREHAM Lucille M. King, JP
17	MONIQUE M. GRIFFIN SERGEI A. IACHKOV	MEDWAY MEDWAY	MILLIS Nancy Krause, JP
17	ANASTASIA PARCHESKY DEREK C. BORDEN	MEDWAY MEDWAY	MEDWAY Timothy J. Moran, Priest
24	PAUL J. FRANCESCONI JENNA L. GOULD	MEDWAY MEDWAY	WALPOLE Timothy J. Kelleher, Priest
24	BRADLEY O. RAMBARRAN TINA M. DAVIS	MEDWAY MEDWAY	UXBRIDGE Tracy Davis, Solemnizer
OCT			
08	ANDREA M. SIGNORELLI KEVIN D. QUINN	MEDWAY MEDWAY	STURBRIDGE Gary D. Fine, Minister
23	JOSEPH O. CRITELLI SHANNON L. HEDTLER	MILFORD MILFORD	BELLINGHAM Sandra Golebiewski, JP
31	JASON L. MITCHELL CATHLEEN M. VERDUCHI	MEDWAY MEDWAY	MEDWAY Maryjane White, JP
NOV			
05	JESSE R. BAIN TEIGAN M. KELLEY	MEDWAY MEDWAY	MENDON Michael J. Hines, Solemnizer
05	ANDREW C. BRIGGS MELISSA E. WILBANKS	MEDWAY MEDWAY	ORLEANS Claire A. Watts, JP
DEC			
02	ERIN L. JONES MICHAEL D. MALONEY	BELLINGHAM MEDWAY	MENDON Debra Lee Thayer, JP
05	ALECIA M. SALWAY JAY H. EDMONDS	FRANKLIN FRANKLIN	MEDWAY Maryjane White, JP

10	JOANNA M. HERSEY SEAN D. OAKES	MEDWAY MEDWAY	WRENTHAM Ian T. Hunt, Minister
17	RONALD A. SANTOSPAGO TINA L. PASQUALE	MEDWAY MEDWAY	BELLINGHAM Richard Singleton, JP
23	GARY D. KRANZ SARAH A. BURKLE	CONNECTICUT MEDWAY	MEDWAY Debra Lee Thayer, JP
30	KAITLYN E. SULLIVAN KEVIN G. VELLA	MEDWAY MEDWAY	EAST BRIDGEWATER Sandra Malkan, JP

TOWN OF MEDWAY

DEATHS RECORDED IN THE TOWN OF MEDWAY

2011

MONTH	NAME	RESIDENCE	AGE
JAN			
03	JANE M. HOLL	MEDWAY	63
18	JOSEPH ANDREW VELARDI	MEDWAY	64
18	PETER JOSEPH KENNEY	MEDWAY	91
19	ANITA C. MCMAHON	NORFOLK	100
19	JAMES F. DOHERTY	MEDWAY	84
23	FRANCES LEE HOLT	MEDWAY	90
24	CLAIRE I. ASTRAUSKAS	MEDWAY	84
25	JOHN M. SHEEHY	MEDWAY	80
27	KATHERINE DEWOLF	MEDWAY	40
30	ELLEN EVERS	MEDWAY	78
31	MARY DONOVAN	MEDWAY	88
FEB			
17	MARIBEL VIDRO RODRIGUEZ	MEDWAY	52
19	CHRISTOPHER D. SNELL	MEDWAY	47
MAR			
01	ALICE H. SEFERIAN	MEDWAY	89
03	JOHN LEROY BIGELOW, JR	MEDWAY	84
04	STELLA M. MCPHERSON	MEDWAY	87
07	MARY RITA HIGGINS	MEDWAY	96
10	MARIE A. MAZZOLA	MEDWAY	80
14	MICHAEL K. O'ROURKE	MEDWAY	43
20	MICHAEL SHEMET	MEDWAY	92
26	JANE M. MORIN	MEDWAY	85
28	HARRISON STONE	MEDWAY	0
29	JOYCE A. DUNLAP	MEDWAY	82
30	FRANCES JEAN MACLEOD	MEDWAY	52
APR			
02	PEARL E. LAWSON	HOPEDALE	94
06	HERBERT C. BEMIS	MEDWAY	50

06	NANCY J. BRIGGS	MEDWAY	72
08	BLANCHE M. WOOD	MEDWAY	88
13	JEANNE M. MCNALLY	MEDWAY	86
14	THOMAS F. LEARY, JR	MEDWAY	52
17	JOANN CURRY	MEDWAY	93
17	CAROL ANN BENTON	MEDWAY	71
18	RUTH V. FERNANDES	MEDWAY	79
23	NANCY E. WEBSTER	MEDWAY	80
25	KATHLEEN C. MCNALLY	MEDWAY	81
25	RINA NOWICKI	MEDWAY	94
29	INARA G. ANDERSONS	MEDWAY	77

MAY

03	RICHARD HUSSELBEE	MEDWAY	88
11	DIARMUID M. HIGGINS	MEDWAY	77
16	THOMAS ALTON STEWART	MEDWAY	101
19	CATHERINE IRENE CONSIGLI	MEDWAY	94
19	BABY BRADOSKY	MEDWAY	0
22	RAYMOND S. OLSON	MEDWAY	89
23	CHARLES H. CROWLEY	MEDWAY	74
29	ARTHUR C. FOOTE	MEDWAY	93
29	VIRGINIA LOUISE HOWE	MILLIS	64

JUN

03	MARY E. EAST	MEDWAY	79
06	BLANCHE S. MAXWELL	MEDWAY	98
08	ANNE MARIE BOUDREAU	MEDWAY	68
25	BENEDETTO J. DELUCA	MEDWAY	71

JUL

02	MARIA J. BECCIA	MEDWAY	97
09	EUGENIA P. LAMBERT	MEDWAY	96
11	GEORGE F. ARCHER	MEDWAY	86
12	LOUISE FUMIKO CAISON	FRANKLIN	88
15	JOHN B. SAVAGE	HOPKINTON	99
25	ELIZABETH A. EARL	MEDWAY	87
25	ANNA F. ALLEGA	MEDWAY	97
25	RAYMOND P. CUTLER, JR	MEDWAY	86

AUG

01	CATHERINE G. WASHBURN	MEDWAY	69
03	JEANNETTE C. BALLAS	MEDWAY	90

03	ANITA MARIE BONIN	MEDWAY	96
06	AUDREY E. HODGE	MEDWAY	79
11	ALFRED E. A. KAMPERSAL	HOLLISTON	89
15	LOUISE L. SCHNEIDER	MEDWAY	84
16	MARY ALICE FALVEY	MEDWAY	77
21	CAROLYN DUFFY	MEDWAY	82
27	LAWRENCE T. JOHNSON	MEDWAY	64
30	JOHN EDWARD DOHERTY	WALPOLE	84
31	BERNICE SHUTA	MEDWAY	83

SEP

19	DONALD EDWIN RAWSON	MILFORD	89
20	LINDA MARIE KOSHIVAS	MEDWAY	61

OCT

02	SHIRLEY M. RIVERNIDER	MEDWAY	83
06	XAVIER NILES	MEDWAY	0
09	WILHEMINA I. COREY	MEDWAY	91
13	LESLIE B. HALL	HAVERHILL	63
13	JOHN PATRICK MURPHY	MEDWAY	68
17	GEORGINA SUAREZ	NATICK	95
20	GEORGE J. VINCENT	NORTHBRIDGE	90
21	THERESE D. CLOUGH	MEDWAY	90
22	MARY M. GAUTHIER	FRANKLIN	86
22	RYAN JAMES HARVEY	MEDWAY	10

NOV

05	KLAWDIA BROWN	HOLLISTON	86
08	MARY ANN VANSEGVILT	NEW JERSEY	88
10	RICHARD IRVING DELAPORTA	MEDWAY	84
21	JAMES FRANCIS GARVEY	MEDWAY	68
23	BARBARA M. MACSWAIN	MEDWAY	88
26	MARY CONCETTA CIPRIANO	SEEKONK	82

DEC

01	JAMES M. KILGALLON	MEDWAY	58
03	ROBERT ALLEN MALMBERG	MEDWAY	81
06	DIANNE MARIE MCCARTHY	MEDWAY	65
08	LILLIAN ANN KEMPTON	MEDWAY	94
15	FRANCIS J. HAMM	MEDWAY	76
15	WILLIAM H. YOUNG	MEDWAY	69
18	ROCCO JOHN VOSOLO	MEDWAY	88

19	BRUNO J. ALBERTI	MEDWAY	85
20	ANTOINETTE LILJA	MEDWAY	89
23	DAVID WHITE HUNTER	HOLLISTON	76
25	DOROTHY L. COMEAU	MEDWAY	68
26	BARBARA A. D'ARCANGELO	SOUTHBOROUGH	78
27	THERESA M. ANDREOTTI	MILFORD	88
28	ROSE A. BOCCASILE	HOPEDALE	87
28	EDWIN L. FLIEGER	MEDWAY	90
30	RAYMOND H. KALUKIN	CONNECTICUT	93



TOWN OF MEDWAY
WARRANT FOR TOWN ELECTION

NORFOLK SS

To either of the Constables of the Town of Medway

GREETINGS:

In the name of the Town you are hereby required to notify and warn the inhabitants of said town who are qualified to vote in town elections to vote at

PRECINCTS 1,2,3, AND 4 AT THE MEDWAY MIDDLE SCHOOL 45 HOLLISTON ST ON
TUESDAY MAY 17, 2011 AT 7:00 A.M. FOR THE FOLLOWING PURPOSES:

To cast their votes in the Annual Town Election for the following offices
BOARD OF SELECTMEN, 3 YRS.....VOTE for one
BOARD OF PUBLIC HEALTH 3 YRS..... VOTE for one
SCHOOL COMMITTEE 3 YRS..... VOTE for two
PARK COMMISSION...3 yr..... VOTE for one
LIBRARY TRUSTEE 3 YRS..... VOTE for two
WATER/SEWER COMMISSION.....3YRS.....VOTE for one
PLANNING AND ECONOMIC DEVELOPMENT BOARD 3yrs..... VOTE for two
HOUSING AUTHORITY 5 YRS..... VOTE for one

Not a binding question

QUESTION "Are you in favor of the Town of Medway entering into an agreement with the Town of Franklin or other towns to provide for regional library services? "

The polls will be open from 7:00 A.M.-8:00 P.M.

Hereof fail not and make return of the warrant with your doings thereon at the time and place of said meeting.

GIVEN UNDER OUR HANDS THIS ____ DAY OF ____ 2011

Richard J. June
Joe P. [unclear]
[Signature]

Selectmen of Medway

I have this 4th day of May 2011 posted true copies attested of the within warrant, within the town as directed

Paul J. [unclear]
CONSTABLE

		TOWN OF MEDWAY			
		TOWN ELECTION			
		May 17,2011			
	Prec. 1	Prec. 2	Prec. 3	Prec. 4	Total
BOARD OF SELECTMEN (1)					
Glenn Trindade	154	102	137	154	547
Andrew Hamilton	99	113	99	105	416
Scattering	0	0	1	3	4
Blanks	5	4	3	6	18
Total	258	219	240	268	985
BOARD OF PUBLIC HEALTH (1)					
Michael Heavey	190	165	183	185	723
Scattering	1	1	4	1	7
Blanks	67	53	53	82	255
Total	258	219	240	268	985
SCHOOL COMMITTEE (2)					
Carole Bernstein	104	108	111	106	429
Cynthia Sullivan	206	157	173	205	741
Matthew Lindsey	105	71	72	106	354
Blanks	101	102	124	119	446
Total	516	438	480	536	1970
PARK COMMISSIONER (1)					
Rebecca Tingley	208	171	192	190	761
Scattering	0	0	1	1	2
Blanks	50	48	47	77	222
Total	258	219	240	268	985
LIBRARY TRUSTEE (2)					
Wendy E. Rowe	191	149	173	171	684
Christopher J Monahan	177	145	155	174	651
Scattering	8	3	1	0	12
Blanks	140	141	151	191	623
Total	516	438	480	536	1970
WATER/SEWER COMMISSION (1)					
Robert L. Wilson	190	154	181	174	699
Scattering	1	1	1	0	3
Blanks	67	64	58	94	283
Total	258	219	240	268	985
PLANNING AND ECONOMIC DEV BD (2)					
Andrew Rodenhiser	181	160	169	189	699
Robert Tucker	196	157	172	181	706

Scattering	2	0	4	1	7
Blanks	137	121	135	165	558
Total	516	438	480	536	1970
HOUSING AUTHORITY (1)					
Michael Matondi	202	171	204	199	776
Scattering	0	0	0	1	1
Blanks	56	48	36	68	208
Total	258	219	240	268	985
QUESTION					
YES	161	105	125	150	541
NO	76	77	78	88	319
Scattering	0	0	0	0	0
Blanks	21	37	37	30	125
Total	258	219	240	268	985
Registered voters: 9,042					

**TOWN OF MEDWAY
WARRANT FOR JUNE 13, 2011
SPECIAL TOWN MEETING**

NORFOLK ss:

To either of the Constables of the Town of Medway

GREETING:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of said Town who are qualified to vote in Town affairs to meet at the **Medway High School, 88 Summer Street, on Monday, June 13, 2011 at 7:00 PM**, then and there to act on the following articles:

The meeting was called to order at 7:00 P.M. by Mark Cerel, Moderator. A quorum being present.

ARTICLE 1: (Funding of Snow and Ice Deficit)

To see if the Town will vote to appropriate the sum of \$329,000 from Fiscal Year 2010 certified Free Cash for the purpose of funding the Snow & Ice Fiscal Year 2011 appropriation deficit; or act in any manner relating thereto.

DEPARTMENT OF PUBLIC SERVICES

(VV)

(UNANIMOUS)

ARTICLE 2: (Salary Reserve Appropriation: Police and Fire Union Contracts)

To see if the Town will vote to appropriate the sum of \$37,825 from the Fiscal Year 2011 Salary Reserve for the purpose of funding the cost items associated with the Fiscal Year 2011 collective bargaining agreement between the Town of Medway and the Medway Police Association and the sum of \$2,694 for the purpose of funding the cost items associated with the Fiscal Year 2011 collective bargaining agreement between the Town of Medway and the Medway Permanent Firefighters Association, or act in any manner relating thereto.

BOARD OF SELECTMEN

(VV)

(UNANIMOUS)

ARTICLE 3: (Ambulance Enterprise Fund Appropriation: Fire Union Contract)

To see if the Town will vote to appropriate the sum of \$1,765 from the Fiscal Year 2011 Ambulance Enterprise Fund retained earnings for the purpose of funding the cost items associated with the Fiscal Year 2011 collective bargaining agreement between the Town of Medway and the Medway Permanent Firefighters Association, or act in any manner relating thereto.

(VV)

**BOARD OF SELECTMEN
(UNANIMOUS)**

ARTICLE 4: (Salary Reserve Appropriation)

To see if the Town will vote to appropriate \$52,481, the balance of the Fiscal Year 2011 Salary Reserve Account, for the purpose of funding cost items associated with future collective bargaining agreements, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: To appropriate \$51,360, the balance of the Fiscal Year 2011 Salary Reserve Account, for the purpose of funding cost items associated with future collective bargaining agreements.

2/3 Majority

ARTICLE 5: (Budget Transfer for Street Acceptances)

To see if the Town will vote to appropriate \$7,524 for the purpose of funding the acceptance of roadways associated with the Birch Hill Subdivision, and to meet this appropriation transfer this sum from the Fiscal Year 2011 Planning and Economic Development Board Street Acceptances Account, or act in any manner relating thereto.

(VV)

**BOARD OF SELECTMEN
(UNANIMOUS)**

ARTICLE 6: (Re-purpose funds: Library Equipment)

To see if the Town will vote to transfer \$4,000 from the June 2010, Article 18 Library Regionalization appropriation for the purpose of funding the automated check-out equipment for the Library, or act in any manner relating thereto.

BOARD OF SELECTMEN

(VV)

(UNANIMOUS)

ARTICLE 7: (Budget Transfer to Assessor Revaluation Account)

To see if the Town will vote to transfer the sum of \$15,000 from the Fiscal Year 2011 Board of Assessors' Salary Account and any other Assessors' Department budget surplus to the Assessors' Revaluation Account, or act in any manner relating thereto.

(VV)

**BOARD OF SELECTMEN
(UNANIMOUS)**

Voted to adjourn at 7:14 P.M.

TOWN OF MEDWAY
WARRANT FOR JUNE 13, 2011
ANNUAL TOWN MEETING

NORFOLK ss:

To either of the Constables of the Town of Medway

GREETING:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of said Town who are qualified to vote in Town affairs to meet at the **Medway High School, 88 Summer Street, on Monday, June 13, 2011** at 7:30 PM, then and there to act on the following articles:

The meeting was called to order at 7:30 P.M. by Mark Cerel, Moderator. A quorum being present

ARTICLE 1: (Operational Reserve Transfer: FY12 Operating Budget)
To see if the Town will vote to transfer the sum of \$234,345 from the Operational Reserve Account to fund the Fiscal Year 2012 operating budget, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED by 2/3 Majority

ARTICLE 2: (Appropriation: FY12 Operating Budget)
To see if the Town will vote to fix the salary and compensation of all elected officers of the Town, provide for a Reserve Fund, and determine what sums of money the Town will raise and appropriate, including appropriation from available funds, to defray charges and expenses of the Town including debt and interest, for the Fiscal Year ending June 30, 2012, or to act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: To fix the Town Clerk's salary at \$60,216.00 with \$1,000.00 for maintaining the annual Town Clerk certification as provided for in General laws chapter 41 section 19K.

OMNIBUS BUDGET ATTACHED
(VV)

(UNANIMOUS)

ARTICLE 3: (FY12 Capital Budget: Free Cash Expenditure)

To see if the Town will vote to appropriate the sum of \$667,814 for Fiscal Year 2012 from Certified Free Cash for the purpose of funding the following items, or act in any manner relating thereto:

Item	Dept.	Amount
Road, Sidewalk and Bridge Repairs	DPS	\$407,914
Replace Firearms & Associated Equipment	Police	\$14,400
Repair Flashing at Memorial School	School	\$22,500
Fiber Metro Area Network - WAN Equipment	IT	\$95,000
Technology Equipment	IT	\$45,000
Replace Communication Center Furnishings	Police	\$14,000
Corridor Ceiling Replacement - Burke	School	\$9,000
Replace 18 Passenger Bus	COA	\$60,000
Total		\$667,814

**CAPITAL IMPROVEMENT
PLANNING COMMITTEE**

(VV)

(UNANIMOUS)

ARTICLE 4: (FY12 Capital Budget –Water Enterprise)

To see if the Town will vote to raise, borrow or appropriate the sum of \$1,000,000 for Fiscal Year 2012 from the Water Enterprise Fund for the purpose of funding the following items, including associated engineering, personnel, maintenance, and legal services costs, or act in any manner relating thereto.

Item	Amount
Replace Water Main – West St	\$935,000
Replace Water Utility Truck	\$65,000
Total	\$1,000,000

**CAPITAL IMPROVEMENT
PLANNING COMMITTEE**

VOTED: To appropriate \$1,000,000.00 to fund the capital expenditures outlined in this article, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$1,000,000.00 under General Laws chapter 44 section 7(9) and section 8 (5) or any other enabling authority, and further, the Board of Selectmen is authorized to take any other action necessary to carry out these projects.

VOTED BY 2/3 MAJORITY

ARTICLE 5: (FY12 Capital Budget – Main St Water Main)

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds the sum of \$1,200,000 for Fiscal Year 2012 for the purpose of funding the

replacement of the Main Street water main, including associated engineering, personnel, maintenance, and legal services costs, or act in any manner relating thereto.

**CAPITAL IMPROVEMENT
PLANNING COMMITTEE**

VOTED: To appropriate \$1,200,000.00 to fund the capital expenditures outlined in this article, and to meet this appropriation the Treasurer, with the approval of the Bd of Selectmen, is authorized to borrow \$1,200,000.00 under General laws Chapter 44 section 8(5) or any other enabling authority, and further, the Board of Selectmen is authorized to take any other action necessary to carry out this project.

(VV)

(UNANIMOUS)

ARTICLE 6: (FY 12 Capital Budget – Water Resources Mgmt. Program)

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds the sum of \$500,000 for Fiscal Year 2012 for the purpose of funding the development of an integrated water resources management program, including associated engineering, personnel, maintenance, and legal services costs, or act in any manner relating thereto.

**CAPITAL IMPROVEMENT
PLANNING COMMITTEE**

VOTED: To appropriated \$500,000.00 to fund the capital expenditures outlined in this article, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$500,000.00 under General Laws chapter 44 section 8 (3A) or any other enabling authority, and further, the Board of Selectmen is authorized to take any other action necessary to carry out this project.
VOTED by 2/3 majority

ARTICLE 7: (Appropriation: FY12 Water Enterprise Fund)

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$1,603,119 for the maintenance of the Water Department Enterprise fund as follows, or to act in any manner relating thereto:

Direct Costs

	Amount
Salaries	\$484,375
Expenses	542,150
Long Term Debt – Principal	395,000
Long Term Debt – Interest	161,594
Short Term Debt – Interest	20,000
Direct Costs Total	\$1,603,119

Indirect Costs

And further to raise and appropriate or transfer from available funds the sum of \$217,090 for indirect costs consisting of health insurance, workers' compensation, Medicare, liability insurance, administrative and operational services.

Indirect Costs Total	\$217,090
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Total	\$1,820,209
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And further that the above listed appropriations be funded as follows:

Fees for Service [User Fees]	\$1,820,209
	\$1,820,209

**WATER SEWER COMMISSION
(UNANIMOUS)**

(VV)

ARTICLE 7:(Appropriation: FY12 Water Enterprise Fund)

To appropriate the sum of \$1,603,119 for the maintenance of the Water Department Enterprise fund as follows, or to act in any manner relating thereto:

Direct Costs

	Amount
Salaries	\$484,375
Expenses	542,150
Long Term Debt – Principal	395,000
Long Term Debt – Interest	161,594
Short Term Debt – Interest	20,000
Direct Costs Total	\$1,603,119

Indirect Costs

And further to appropriate from available funds the sum of \$217,090 for indirect costs consisting of health insurance, workers' compensation, Medicare, liability insurance, administrative and operational services.

Indirect Costs Total	\$217,090
-----------------------------	------------------

Total	\$1,820,209
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And further that the above listed appropriations be funded as follows:

Fees for Service [User Fees]	\$1,820,209
	\$1,820,209

(VV)

**WATER SEWER COMMISSION
(UNANIMOUS)**

ARTICLE 8: (Appropriation: FY12 Sewer Enterprise Fund)

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$791,208 for the maintenance of the Sewer Department Enterprise fund as follows, or to act in any manner relating thereto:

Direct Costs

	Amount
Salaries	\$149,416
Expenses	451,815
Long Term Debt – Principal	144,850
Long Term Debt – Interest	45,127
Direct Costs Total	\$791,208

Indirect Costs

And further to raise and appropriate or transfer from available funds the sum of \$59,802 for indirect costs consisting of health insurance, workers' compensation, Medicare, liability insurance, administrative and operational services.

Indirect Costs Total	\$59,802
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Total	\$851,010
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And further that the above listed appropriations be funded as follows:

Fees for Service [User Fees]	\$851,010
Total	\$851,010

(VV)

**WATER SEWER COMMISSION
(UNANIMOUS)**

ARTICLE 9: (Appropriation: FY12 Solid Waste Enterprise Fund)

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of \$1,224,162 to operate the Solid Waste/Recycling Department Enterprise Fund as follows, or to act in any manner relating thereto.

Direct Costs

	Amount
Salaries	\$253,682

Expenses	970,480
Direct Costs Total	\$1,224,162

Indirect Costs

And further to raise and appropriate or transfer from available funds the sum of \$89,735 for indirect costs consisting of health insurance, workers' compensation, Medicare, liability insurance, administrative and operational services.

Indirect Costs Total	\$89,735
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Total	\$1,313,897
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And further that the above listed appropriations be funded as follows:

Trash Recycling Fees/Bag Revenues	\$1,313,897
Total	\$1,313,897

PUBLIC SERVICES DEPT.

(VV)

(UNANIMOUS)

ARTICLE 10: (Appropriation: FY12 Ambulance Enterprise Fund)

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$277,310 to operate the Ambulance Enterprise Fund as follows, or act in any manner relating thereto.

Direct Costs

	Amount
Salaries	\$162,155
Expenses	115,155
Direct Costs Total	\$277,310

Indirect Costs

And further to raise and appropriate or transfer from available funds the sum of \$46,801 for indirect costs consisting of health insurance, workers' compensation, Medicare, liability insurance, administrative and operational services.

Indirect Costs Total	\$46,801
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Total	\$324,111
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And further that the above listed appropriations be funded as follows:

Insurance and Fees for Service	\$324,111
Total	\$324,111

(VV)

**FIRE DEPARTMENT
(UNANIMOUS)**

ARTICLE 11: (Appropriation: Community Preservation Committee)

To see if the Town will vote to act on the report of the Community Preservation Committee for the Fiscal Year 2012 Community Preservation budget and to appropriate, or reserve for later appropriations, monies from the Community Preservation Fund annual revenues or available funds for the administrative expenses of the Community Preservation Committee, the payment of debt service, the undertaking of community preservation projects and all other necessary and proper expenses for the Fiscal Year 2012, or act in any manner relating thereto.

Appropriation

	Amount
Salaries	\$ 5,000
Expenses	15,000
Total	\$20,000

Reserves

	<u>10% of Estimated Fund Revenues</u>
Open Space	\$65,887
Community Housing	\$65,887
Historical Preservation	\$65,887

COMMUNITY PRESERVATION COMMITTEE

(VV)

(UNANIMOUS)

ARTICLE 12: (CPC Transfer to Affordable Housing Trust Fund)

To see if the Town will vote to transfer the sum of \$433,000 from the community housing set-aside balance within the Community Preservation Fund to the Medway Affordable Housing Trust Fund, as provided in General Laws Chapter 44B, Section 5, for the purposes and in the amounts set forth below, and further to authorize the Board of Selectmen and Community Preservation Committee to enter into a grant agreement with

the Medway Affordable Housing Trust with respect to the use of said funds, or act in any manner relating thereto.

<i>FY12</i>	<i>Amount</i>
Administrative	\$5,450
Legal	5,250
Community Housing Specialist	22,300
Potential Land Purchase	100,000
Support Private Development	125,000
Retain Existing Affordable Units	175,000
Total Expense	\$433,000

COMMUNITY PRESERVATION COMMITTEE

(VV)

(UNANIMOUS)

ARTICLE 13: (New Article for Water Supply Projects Account)

To see if the Town will vote to appropriate \$50,000 from the Water Enterprise Retained Earnings for the purpose of funding new Water Supply Projects or act in any manner relating thereto.

DEPT. OF PUBLIC SERVICES

(VV)

(UNANIMOUS)

ARTICLE 14: (New Article for Water Distribution Projects Account)

To see if the Town will vote to appropriate \$50,000 from the Water Enterprise Retained Earnings for the purpose of funding new Water Distribution Projects or act in any manner relating thereto.

DEPT. OF PUBLIC SERVICES

(VV)

(UNANIMOUS)

ARTICLE 15: (New Article for Sewer Collections System Account)

To see if the Town will vote to appropriate \$35,000 from the Sewer Enterprise Retained Earnings for the purpose of funding a new Sewer Collection System Project or act in any manner relating thereto.

DEPT. OF PUBLIC SERVICES

(VV)

(UNANIMOUS)

ARTICLE 16: (Revolving Accounts: Annual Authorization)

To see if the Town will vote to re-authorize the following revolving funds pursuant to Chapter 44, section 53E½ of the Massachusetts General Laws for Fiscal Year 2011 as follows:

FUND	REVENUE SOURCE	AUTHORITY TO SPEND	USE OF FUND	SPENDING LIMIT
Parks and Recreation	Permit Fees	Board of Parks Commissioners	Self supporting recreation and parks services	\$90,000
Council on Aging	Donations/fees paid by riders and GATRA reimbursement	Council on Aging	Pay for dial-a-ride van service for seniors and disabled; shuttle service to Norfolk commuter rail station, and other necessary transportation services	\$79,709
Library Printer/Copier	Public printer use and copy machine revenues	Board of Library Trustees	Printer and copy machine expenses.	\$1,000
Library Meeting Room	Meeting room use fees	Board of Library Trustees	Meeting room maintenance, repairs and upgrades	\$500

**BOARD OF SELECTMEN
(For the Various Departments Indicated)**

(VV)

(UNANIMOUS)

ARTICLE 17: (Special Appropriation: Health Care Reimbursement Account)
To see if the Town will vote to raise and appropriate, borrow pursuant to any applicable statute, or transfer from available funds the amount of \$60,000 for a special purpose appropriation to establish a Health Care Reimbursement Account, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: To raise and appropriate \$60,000.00 to establish and fund a Health Care reimbursement Account

(UNANIMOUS)

ARTICLE 18: (Appropriation: Medway 300th)
To see if the Town will vote to raise and appropriate, borrow pursuant to any applicable statute, or transfer from available funds the amount of \$10,000.00, under Massachusetts General Laws Chapter 44, Section 53I, for the purpose of appropriating funds for the celebration of Medway's 300th anniversary of its incorporation, herein called "Medway 300", or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: To raise and appropriate the amount of \$10,000.00 for the purpose of appropriating funds for the celebration of Medway's 300th anniversary of its incorporation, herein called "Medway 300".

(VV)

(UNANIMOUS)

ARTICLE 19: (Approve Settlement(s): Sewer Ext. Project Claims)

To see if the Town will vote to approve, pursuant to Article II, Section 2.6 of the General Bylaws, the proposed settlements of Rocco Derrigo v. the Town of Medway and David A. Newton and Wilma J. Newton v. the Town of Medway, claims arising out of the industrial park sewer extension project, subject to the approval of all needed settlement documents by Town Counsel, or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: To approve settlements between the Town and Rocco Derrigo with regarding the case Rocco Derrigo v. Town of Medway and the Town and David A. Newton and Wilma J. Newton with regard to the case David A. Newton and Wilma J. Newton v Town of Medway; and further, that the Town transfer from available funds in the Industrial Park Sewer Extension Project account the sum of \$92,000.00 as part of the settlements.

VOTED BY 2/3 MAJORITY

ARTICLE 20: (Establish OPEB Trust Fund)

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts to enact a special act substantially the same as the special act set forth below.

An Act Establishing a Post Employment Benefit Trust Fund in the Town of Medway

Section 1. There shall be in the Town of Medway an account called "Other Post-Employment Benefits Trust Fund" or "OPEB Trust Fund" as defined in Governmental Accounting Standards Board, Statements 43 and 45, which shall be under the supervision and management of the Town Administrator and Finance Director. The Town Treasurer shall be the custodian of the OPEB Trust Fund.

Section 2. The OPEB Trust Fund shall be credited with all amounts appropriated or otherwise made available by the town, including an earnings or interest accruing from the investment of these funds, to offset the anticipated cost of health/life insurance contributions or other benefits for retired employees, their spouses and eligible dependents and the surviving spouses and eligible dependents of deceased retirees.

Section 3. Amounts in the OPEB Trust Fund shall be expended only for the payment of the costs payable by the town for OPEB.

Section 4. The Town Treasurer shall invest and reinvest the funds prudently. The Town Treasurer may employ and qualified bank, trust company, corporation, firm or person to advise it on the investment of the fund and pay such expense from the fund.

The funds could be invested with the commonwealth as part of the Pension Reserves Investment Trust Fund, the Norfolk Retirement System or other stock/bond mutual fund available for other trust investments.

Section 5. The act shall take effect upon its passage.

Or act in any manner relating thereto.

BOARD OF SELECTMEN

VOTED: To Dismiss

(Unanimous)

ARTICLE 21: (Amend General Bylaw: Abandoned/Foreclosed Properties)
To see if the Town will vote to amend the General Bylaws, Article 12, Penal Laws, Section 12.25 - REGISTRATION AND MAINTENANCE OF ABANDONED AND/OR FORECLOSED RESIDENTIAL PROPERTIES as follows:

Revise the title of Section 12.25 to read as follows: REGISTRATION AND MAINTENANCE OF ABANDONED AND/ OR FORECLOSED and/or FORECLOSING PROPERTIES

In **paragraph (b) Definitions**, **remove the numbering and insert**, in alphabetical order, the following new definitions:

“Foreclosing” means the process by which a property, placed as security for a real estate loan, is prepared for sale to satisfy a debt if the borrower of the loan defaults.

“Initiation of the foreclosure process” means taking any of the following actions:

- a. Taking possession of property pursuant to Massachusetts General Laws chapter 244, section 1
- b. Publishing the first foreclosure notice pursuant to Massachusetts General Laws chapter 244, section 14
- c. Delivering the mortgagee’s notice of intention to foreclosure pursuant to Massachusetts General Laws chapter 244, section 17B;
- d. Commencing a foreclosure action on a property in either the Land Court or the Superior Court.

“Vacant” means any real property which is not being actively used or occupied and which has not been actively used or occupied within the preceding ninety days. This definition shall not apply to property which is undergoing renovations or repairs due to fire or other casualty. For the purpose of this bylaw, “Vacant” also includes abandoned and/or foreclosed or foreclosing property(ies). Excepted from this definition is residential property that is temporarily vacant due to owner(s) seasonal absences.

Delete and replace the definition for “Property” as follows:

“Property” means any real property or portion thereof, located in the Town of Medway, which contains a building, structure or other improvement; excepted from this definition is any and all Town owned properties.

Delete in its entirety the definition for:

“Residential Property”

And in **paragraph (d) Maintenance Requirements**, amend item (2) to add “and exposure to the elements” at the end of the sentence.

Insert new items (3), (4) and (5) as follows:

(3) Maintain vacant properties subject to this section, including but not limited to maintaining and keeping in good repair any building(s), structures(s), and improvements, the removal of trash and debris, and the regular mowing of lawns, pruning and/or trimming of trees and shrubbery, and upkeep of other landscape features.

(4) Repair or replace broken windows or doors within thirty days of breakage. Boarding up any doors or windows is prohibited except as a temporary measure for no longer than thirty days.

(5) The Building Commissioner may order that a property vacant for six months or more shall have utilities shut off, removed, or cut and capped if any such utilities present a hazard or risk of accident.

And renumber the former item (3) to become item (6).

And correct numbering and lettering of subparagraphs under Section (d); correct the letter for Penalties from (g) to (f).

Or act in any manner relating thereto.

BUILDING COMMISSIONER

VOTED BY 2/3 MAJORITY

ARTICLE 22: (Gift of Land: Granite Estates)

To see if the Town will vote to authorize the Board of Selectmen to accept as a gift from Granite Estates Inc. one parcel of land totaling .41 acres (more or less) identified as Parcel A on the *Granite Estates Definitive Subdivision Plan* dated November 1999, prepared by Dillis and Mische, Inc. of Ayer, MA. The plan was endorsed by the Medway Planning Board on 6-2-2000, a copy of which is on file with the Medway Town Clerk, and recorded at the Norfolk County Registry of Deeds on June 30, 2000 in Plan Book 475 as Plan 353 of 2000. The subject property is Parcel 28 on Medway Assessors Map 3,

also known as 1 Tulip Way. The land will be used by the Town for stormwater management/drainage purposes.

And further to see if the Town will vote to authorize the Board of Selectmen to accept as a gift from Granite Estates Inc. one parcel of land totaling 3.53. acres (more or less) identified as Parcel B on the *Granite Estates Definitive Subdivision Plan* dated November 1999, prepared by Dillis and Mische, Inc. of Ayer, MA. The plan was endorsed by the Medway Planning Board on 6-2-2000, a copy of which is on file with the Medway Town Clerk, and recorded at the Norfolk County Registry of Deeds on June 30, 2000 in Plan Book 475 as Plan 353 of 2000. The subject property is Parcel 28B on Medway Assessors Map 3, also known as 13R Tulip Way. The land will be used by the Town for general municipal purposes. .

Or act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

(VV)

(UNANIMOUS)

ARTICLE 23: (Street Acceptances)

To see if the Town will vote to accept as public ways, the following streets as laid out by the Board of Selectmen and as shown on a plan or plans on file in the Office of the Town Clerk:

Ivy Lane (partial) from Station 1+73.10 to its southern end where it intersects with Hunter Lane as a public way, as laid out by a vote of the Board of Selectmen and as shown on the *Birch Hill Acres Street Acceptance Plan of Land* prepared by J.D. Marquedant & Associates, Inc. of Hopkinton, MA., dated June 29, 2009, last revised October 28, 2009.

Hunter Lane (partial) from Station 7+00 to its western end at Station 15+26.83 as a public way as laid out by a vote of the Board of Selectmen and as shown on the *Birch Hill Acres Street Acceptance Plan of Land* prepared by J.D. Marquedant & Associates, Inc. of Hopkinton, MA., dated June 29, 2009, last revised October 28, 2009.

And further to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise, and to accept the deed or deeds to the Town of a fee simple interest or easements in said streets and any associated drainage, utility, snow, slope or other easements for said streets, and for any trail or public access easements and to appropriate a sum of money for this purpose and any related expenses;

And further to authorize the Board of Selectmen and town officers to take any and all related actions necessary or appropriate to carry out the purposes of this article;

Or act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

(VV)

(UNANIMOUS)

ARTICLE 24: (Amend Zoning Bylaw: Adaptive Use Overlay District)

To see if the Town will vote to amend the Medway Zoning Bylaw, SECTION V. USE REGULATIONS, Sub-Section W. Adaptive Use Overlay District as follows:

To delete item a) in Paragraph 2 General Requirements in its entirety and replace it as follows:

- a) Location: The Adaptive Use Overlay District is superimposed on:
 - 1) That portion of the ARII zoning district along the north side of Main Street between Mechanic Street and a line formed by the extension of the centerline of Cottage Street across Main Street except for Choate Park/Pond (Assessors Map 5, Parcel A) and along the south side of Main Street between a line formed by the extension of the centerline of Mechanic Street across Main street and the western boundary of the Commercial I zoning district at Elm Street; and
 - 2) The entire Commercial III district and portions of the ARII zoning district in the Medway Village area on the north and south sides of Village Street.

Both as shown on maps on file with the Town Clerk's office.

To delete item b) in Paragraph 2 General Requirements and replace it as follows:

- b) Frontage: Only properties with a minimum of 50' of frontage on a Town way within the Adaptive Use Overlay District shall qualify for a special permit granted by the Planning and Economic Development Board (hereinafter referred to as an "Adaptive Use Special Permit".

To delete item a) in Paragraph 3 Permitted Uses in its entirety and replace it as follows:

- a) Uses Allowed As of Right: All uses allowed as of right in the underlying zoning district shall remain as of right within the Adaptive Use Overlay District

To delete item b) in Paragraph 5 Site Development Standards in its entirety and replace it as follows:

- b) Each Adaptive Use project shall include the restoration, renovation or improvement of the primary existing building (s) on the site sufficient to maintain or enhance the building's original architectural integrity and character. Construction of an addition to an existing building or construction of a new

building on the premises may be permitted provided that it is designed to be compatible with the other building (s) on the lot and maintain the overall character of the underlying zoning district.

To add new items j) and k) in Paragraph 5 Site Development Standards as follows:

j) Sidewalks shall be provided or replaced along the entire frontage of the AUOD parcel along existing Town ways, including the frontage of any lots held in common ownership with the parcel within five (5) years prior to the submission of the AUOD Special Permit application. In those instances where sidewalk construction is not feasible or practical, the Planning and Economic Development Board shall require that the applicant support sidewalk construction elsewhere in the community. This may be accomplished either by constructing an equivalent length of sidewalk elsewhere in the community as recommended by the Medway Department of Public Services or by making a payment in lieu of sidewalk construction to the Town of Medway's Special Sidewalk Account in an amount determined by the Board at the recommendation of the Town's Consulting Engineer.

k). Business signage is permitted as specified in SECTION V. USE REGULATIONS, Sub-Section R. Sign Regulations of the Medway Zoning Bylaw.

AND to amend the Medway Zoning Map to show the additional AUOD in the Medway Village area as shown on a map on file with the Medway Town Clerk.

Or act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

ARTICLE 24: VOTED: to amend the Medway Zoning Bylaw, SECTION V. USE REGULATIONS, Sub-Section W. Adaptive Use Overlay District as follows:

To delete item a) in Paragraph 2 General Requirements in its entirety and replace it as follows:

- c) Location: The Adaptive Use Overlay District is superimposed on:
 - 3) That portion of the ARII zoning district along the north side of Main Street between Mechanic Street and a line formed by the extension of the centerline of Cottage Street across Main Street except for Choate Park/Pond (Assessors Map 5, Parcel A) and along the south side of Main Street between a line formed by the extension of the centerline of Mechanic Street across Main street and the western boundary of the Commercial I zoning district at Elm Street; and
 - 4) The entire Commercial III district and portions of the ARII zoning district in the Medway Village area on the north and south sides of Village Street.

Both as shown on maps on file with the Town Clerk's office.

To delete item b) in Paragraph 2 General Requirements and replace it as follows:

- d) Frontage: Only properties with a minimum of 50' of frontage on a Town way within the Adaptive Use Overlay District shall qualify for a special permit granted by the Planning and Economic Development Board (hereinafter referred to as an "Adaptive Use Special Permit".

To delete item a) in Paragraph 3 Permitted Uses in its entirety and replace it as follows:

- c) Uses Allowed As of Right: All uses allowed as of right in the underlying zoning district shall remain as of right within the Adaptive Use Overlay District

To delete item b) in Paragraph 5 Site Development Standards in its entirety and replace it as follows:

- d) Each Adaptive Use project shall include the restoration, renovation or improvement of the primary existing building (s) on the site sufficient to maintain or enhance the building's original architectural integrity and character. Construction of an addition to an existing building or construction of a new building on the premises may be permitted provided that it is designed to be compatible with the other building (s) on the lot and maintain the overall character of the underlying zoning district.

To add new items j) and k) in Paragraph 5 Site Development Standards as follows:

j) Sidewalks shall be provided or replaced along the entire frontage of the AUOD parcel along existing Town ways, including the frontage of any lots held in common ownership with the parcel within five (5) years prior to the submission of the AUOD Special Permit application. In those instances where sidewalk construction is not feasible or practical, the Planning and Economic Development Board shall require that the applicant support sidewalk construction elsewhere in the community. This may be accomplished either by constructing an equivalent length of sidewalk elsewhere in the community as recommended by the Medway Department of Public Services or by making a payment in lieu of sidewalk construction to the Town of Medway's Special Sidewalk Account in an amount determined by the Board at the recommendation of the Town's Consulting Engineer.

k). Business signage is permitted as specified in SECTION V. USE REGULATIONS, Sub-Section R. Sign Regulations of the Medway Zoning Bylaw.

AND to amend the Medway Zoning Map to show the additional AUOD in the Medway Village area as shown on a map on file with the Medway Town Clerk.
With the following exceptions:

Nos. 1 and 3 John St
Nos. 4,6,and 7 Sanford St

VOTED BY 2/3 Majority

ARTICLE 25: (Amend Open Space Residential Development Bylaw)
To see if the Town will vote to amend the Medway Zoning Bylaw, SECTION V. USE REGULATIONS, Sub-Section T. Open Space Residential Development (OSRD) as follows:

In **Paragraph 1 Purpose and Intent**, delete “discourage sprawl and” in item e) and delete the word “diversity” in item k) and replace it with “diversify”

Delete Paragraph 4 Pre-Application Phase in its entirety and replace it as follows:

4. ***Pre-Application Phase***

- a) *Pre-Application Review* -The purpose of the pre-application review is to minimize the applicant's costs of engineering and other technical experts, and to commence negotiations with the Planning and Economic Development Board at the earliest possible stage in the development. The applicant is required to schedule a pre-application review at a regular business meeting of the Planning and Economic Development Board. The Planning and Economic Development Board shall invite the Conservation Commission, Open Space Committee, Board of Health, and Design Review Committee to attend the informal pre-application review. At the pre-application review, the applicant shall:
- 1) outline the proposed OSRD (including presentation of a preliminary Site Context and Analysis Plan prepared with input from a Registered Landscape Architect)
 - 2) seek preliminary feedback from the Planning and Economic Development Board and/or its agents,
 - 3) review potential open space, trails and trail connections
 - 4) present a preliminary concept for handling stormwater runoff
 - 5) discuss potential mitigation measures pursuant to paragraph 13. B) herein
 - 6) and set a timetable for submittal of a formal application.

At the applicant’s request and expense, the Planning and Economic Development Board may engage technical experts to review the applicant’s informal plans and facilitate

submittal of a formal application for an OSRD special permit.

- b) *Site Visit* – As part of a request for a pre-application review, the applicant shall grant permission to Planning and Economic Development Board and Open Space Committee members and agents to visit the site, either as a group or individually, so that they may become familiar with the site and its surrounding area.

Delete Paragraph 5. Four-Step Design Process in its entirety and replace it as follows:

5. ***Four-Step Design Process*** - At the time of the application for an OSRD Special Permit, an applicant is required to demonstrate to the Planning and Economic Development Board that the following *Four-Step Design Process* was performed with the assistance of a Registered Landscape Architect (RLA) and considered in determining the layout of proposed streets, house lots and/or dwelling units, and open space.

- a) *Identify Conservation & Potential Development Areas*
 - 1) Identify and delineate Conservation Areas. This includes:
 - a. *Primary Conservation Areas* such as wetlands, riverfront areas, and floodplains regulated by state or federal law, and verified by the Medway Conservation Commission through an Abbreviated Notice of Resource Area Delineation (ANRAD)
 - b. *Secondary Conservation Areas* including unprotected elements of the natural landscape such as steep slopes, mature woodlands, prime farmland, meadows, wildlife habitats and cultural features such as historic and archeological sites and scenic views.
 - 2) Identify and delineate Potential Development Area(s). To the maximum extent feasible, the Potential Development Area(s) shall consist of land outside identified *Primary and Secondary Conservation Areas*.

The specific features of the parcel that are proposed to be preserved shall be identified. The Planning and Economic Development Board may require that certain features (including but not limited to specimen trees, stone walls, etc.) within the Potential Development Area be preserved.

- b) *Locate Dwelling Unit Sites* - Locate the approximate sites of individual houses and/or attached dwelling units within the Potential Development Area(s) and include the delineation of private yards and shared amenities, so as to reflect an integrated community, with emphasis on consistency with the Town's historical development patterns. The number of homes enjoying the amenities of the development should be maximized.
- c) *Align the Streets and Trails* - Align streets in order to access the house lots or

dwelling units. Additionally, new streets and trails shall be laid out to create internal and external connections to existing and/or potential future streets, sidewalks, existing or proposed new open space parcels and trails on abutting public or private property.

d) *Draw in Parcel Lines*

A narrative and accompanying illustrations documenting the findings and results of each of the four steps shall be provided.

Delete Paragraph 6. a) in its entirety and replace it as follows:

6. *OSRD Application*

a) Contents - An application for an OSRD Special Permit shall include

- 1) *Site Context and Analysis Plan* - The *Site Context and Analysis Plan* shall illustrate the tract's existing conditions and its relationship with adjoining parcels and the surrounding neighborhood. Using existing data sources and field inspections, it should indicate the important natural resources or features within the site as well as on adjoining lands. Such resources include, but are not limited to, wetlands, streams and riparian areas, floodplains, steep slopes, ledge outcroppings, woodlands, hedgerows, farmland, unique or special wildlife habitats, historic or cultural features (including old structures and stone walls), unusual geologic formations and scenic views.
- 2) *Concept Plan* - The *Concept Plan* shall be prepared by a Registered Landscape Architect, or by a multi-disciplinary team of which one member must be a Registered Landscape Architect. The Concept Plan shall show the proposed Development Area(s) and proposed Open Space Parcels and shall address the general features of the land, give approximate configurations of the lots, building footprints, open space, stormwater management facilities, utilities and roadways, pedestrian ways and include the information listed in Preliminary Plan section of the *Subdivision Rules and Regulations*. The *Concept Plan* shall incorporate the results of the Four-Step Design Process, according to Paragraph 5 above, and the Design Standards according to Paragraph 10 below, when determining a proposed design for the development.
(Revised June 15, 2009)
- 3) *Yield Plan* – See Paragraph 7 herein.
- 4) *Design Plan* – The Design Plan shall include a preliminary design scheme for the development including, at a minimum, sample façade designs for the buildings and a preliminary landscaping plan identifying typical features, such as fences, stone walls, light posts, or other items in addition to vegetation that are being considered.

- 5) *Mitigation Plan* – Proposed mitigation measures in compliance with Sub-section 13 (b) shall be included as part of the application.
- 6) Narrative statement that describes how the proposed OSRD meets the general purposes and evaluation criteria of this bylaw and why it is in the best interests of the Town to grant the OSRD Special Permit rather than approve a conventional subdivision plan.
- 7) *Other Information* - The submittals and permits of this section shall be in addition to any other applicable requirements of the Subdivision Control Law or any other provisions of this Zoning Bylaw, including, but not limited to the Affordable Housing provisions of Section X.

Delete Paragraph 8. Reduction of Dimensional Requirements in its entirety and replace it as follows:

8. ***Adjustment of Dimensional Requirements*** - The Planning and Economic Development Board may authorize modification of lot size, shape, and other bulk requirements for lots within an OSRD, subject to the following limitations:

- a) Lots having reduced area or frontage shall not have frontage on a street other than a street created by a subdivision involved, provided, however, that the Planning and Economic Development Board may waive this requirement where it is determined that such reduced lot(s) are consistent with existing development patterns in the neighborhood.
- b) Lot frontage shall not be less than fifty feet (50’).
- c) Each structure shall have a front setback of at least twenty-five feet (25’) unless a reduction is otherwise authorized by the Planning and Economic Development Board.
- d) Each lot shall have a minimum of fifty percent (50%) of the minimum required lot area for the zoning district in which it is located.
- e.) In order to allow flexibility and creativity in siting building locations while also promoting privacy, buildings shall be separated as follows:

Type/Size of Building	<u>Average Separation Distance (feet)</u>
Single family detached dwelling units with 2500 ft ² or less of habitable space	20
Two or three attached dwelling units with an average of 2500 ft ² or less of habitable space each	
Single family detached dwelling	30

units with more than 2500 ft ² of habitable space	
Four or five attached dwelling units with an average of 2500 ft ² or less of habitable space each	
Four or five attached dwelling units with an average of more than 2500 ft ² of habitable space each	35

The average separation distances shall be calculated based on the buildings that can be connected with an imaginary line that does not cross a roadway. Thus, on a through road, the separation distances on each side of the road shall be calculated separately. On a cul-de-sac, all of the buildings that can be connected by an imaginary line on both sides and around the bulb of the cul-de-sac shall be counted. On a loop road, the buildings on the exterior and interior of the loop will be calculated separately. Detached accessory buildings such as garages or sheds shall not be considered in the calculations.

f) Garage doors facing the street shall be set back a minimum of five feet (5') more than the front wall of the principle building. No more than fifty percent (50%) of the garage doors within an entire OSRD shall face the street from which it is accessed. These requirements may be waived by the Planning and Economic Development Board for corner lots where the garage door faces a different street than the front of the dwelling unit or for other extraordinary circumstances that the Planning and Economic Development Board deems to be in the Town's best interests.

In Paragraph 9. Open Space Requirements, delete item e) and replace it as follows:

- e) The following shall not qualify toward the required minimum open space area:
- 1) Surface stormwater management systems serving the OSRD such as retention and detention ponds.
 - 2) Sub-surface drainage, septic and leaching systems per Title 5
 - 3) Seventy-five percent (75%) of the land area subject to any type of utility easement
 - 4) Land within thirty feet (30') of any dwelling unit
 - 5) Local Convenience Retail buildings or Community buildings or other buildings housing common facilities and any associated parking.
 - 6) Median strips, landscaped areas within parking lots or landscaped areas on individual home lots.
 - 7) Strips of land equal to or less than fifteen feet (15') wide, unless, in the opinion of the Planning and Economic Development Board, they serve as necessary pedestrian connectors to a public way, trail, or another open space parcel.
 - 8) Buffer areas in the Development Area as required in Subsection 10 (i).

In Paragraph 9. Open Space Requirements, delete item g) and replace it as follows:

g) The Planning and Economic Development Board shall make the final determination regarding the open space parcels. This shall include the location, size, shape, configuration and use of all proposed open space. Following such a determination, the Board may consider this to be an inappropriate contribution of open space and may require additional land to satisfy this requirement.

In Paragraph 10, General Design Standards, delete item i) in its entirety and replace it as follows:

i) A minimum fifteen foot (15') wide buffer area consisting of natural vegetation, earthen materials and/or additional landscaping and/or fencing, acceptable to the Planning and Economic Development Board, shall be located on the perimeter of the Development Area where it abuts existing neighborhoods unless a reduction is otherwise authorized by the Planning and Economic Development Board. A determination to reduce the size of the buffer area shall be based on the proximity or lack thereof of abutting residences, the extent and screening effectiveness of any existing vegetation which may serve to buffer abutting properties, and/or the need to use the buffer area for access or utility easements.

In Paragraph 10, General Design Standards, delete item j) Parking in its entirety and replace it as follows:

j) Parking – A minimum of three (3) off-street parking spaces shall be required for each dwelling unit. The Planning and Economic Development Board may require additional off-street parking areas for use in common by residents and their guests. Locations for additional guest parking shall be shown on the Concept Plan.

In Paragraph 10, Design Standards, add item l) and m) as follows:

l) Pedestrian circulation measures shall be provided to facilitate movement within the Development Area as well as between it and the Open Space and the abutting existing neighborhood(s).

m) Trails shall be provided to facilitate public access to the Open Space unless the Planning and Economic Development Board finds that it is not in the best interests of the Town to locate a trail on a particular parcel.

In Paragraph 11, Decision of the Planning and Economic Development Board, correct the labeling of item l) to k) and item m) to l).

PLANNING AND ECONOMIC BOARD

ARTICLE 25 VOTED to amend the Medway Zoning Bylaw, SECTION V. USE REGULATIONS, Sub-Section T. Open Space Residential Development (OSRD) as follows:

In **Paragraph 1 Purpose and Intent**, delete “discourage sprawl and” in item e) and delete the word “diversity” in item k) and replace it with “diversify”

Delete Paragraph 4 Pre-Application Phase in its entirety and replace it as follows:

4. ***Pre-Application Phase***

c) *Pre-Application Review* -The purpose of the pre-application review is to minimize the applicant's costs of engineering and other technical experts, and to commence negotiations with the Planning and Economic Development Board at the earliest possible stage in the development. The applicant is required to schedule a pre-application review at a regular business meeting of the Planning and Economic Development Board. The Planning and Economic Development Board shall invite the Conservation Commission, Open Space Committee, Board of Health, and Design Review Committee to attend the informal pre-application review. At the pre-application review, the applicant shall:

- 1) outline the proposed OSRD (including presentation of a preliminary Site Context and Analysis Plan prepared with input from a Registered Landscape Architect)
- 2) seek preliminary feedback from the Planning and Economic Development Board and/or its agents,
- 3) review potential open space, trails and trail connections
- 4) present a preliminary concept for handling stormwater runoff
- 5) discuss potential mitigation measures pursuant to paragraph 13. B) herein
- 6) and set a timetable for submittal of a formal application.

At the applicant’s request and expense, the Planning and Economic Development Board may engage technical experts to review the applicant’s informal plans and facilitate submittal of a formal application for an OSRD special permit.

d) *Site Visit* – As part of a request for a pre-application review, the applicant shall grant permission to Planning and Economic Development Board and Open Space Committee members and agents to visit the site, either as a group or individually, so that they may become familiar with the site and its surrounding area.

Delete Paragraph 5. Four-Step Design Process in its entirety and replace it as follows:

5. ***Four-Step Design Process*** - At the time of the application for an OSRD Special Permit, an applicant is required to demonstrate to the Planning and Economic

Development Board that the following *Four-Step Design Process* was performed with the assistance of a Registered Landscape Architect (RLA) and considered in determining the layout of proposed streets, house lots and/or dwelling units, and open space.

b) *Identify Conservation & Potential Development Areas*

3) Identify and delineate Conservation Areas. This includes:

- c. *Primary Conservation Areas* such as wetlands, riverfront areas, and floodplains regulated by state or federal law, and verified by the Medway Conservation Commission through an Abbreviated Notice of Resource Area Delineation (ANRAD)
- d. *Secondary Conservation Areas* including unprotected elements of the natural landscape such as steep slopes, mature woodlands, prime farmland, meadows, wildlife habitats and cultural features such as historic and archeological sites and scenic views.

4) Identify and delineate Potential Development Area(s). To the maximum extent feasible, the Potential Development Area(s) shall consist of land outside identified *Primary and Secondary Conservation Areas*.

The specific features of the parcel that are proposed to be preserved shall be identified. The Planning and Economic Development Board may require that certain features (including but not limited to specimen trees, stone walls, etc.) within the Potential Development Area be preserved.

b) *Locate Dwelling Unit Sites* - Locate the approximate sites of individual houses and/or attached dwelling units within the Potential Development Area(s) and include the delineation of private yards and shared amenities, so as to reflect an integrated community, with emphasis on consistency with the Town's historical development patterns. The number of homes enjoying the amenities of the development should be maximized.

c) *Align the Streets and Trails* - Align streets in order to access the house lots or dwelling units. Additionally, new streets and trails shall be laid out to create internal and external connections to existing and/or potential future streets, sidewalks, existing or proposed new open space parcels and trails on abutting public or private property.

d) *Draw in Parcel Lines*

A narrative and accompanying illustrations documenting the findings and results of each of the four steps shall be provided.

Delete Paragraph 6. a) in its entirety and replace it as follows:

6. ***OSRD Application***

b) Contents - An application for an OSRD Special Permit shall include

- 1) *Site Context and Analysis Plan* - The *Site Context and Analysis Plan* shall illustrate the tract's existing conditions and its relationship with adjoining parcels and the surrounding neighborhood. Using existing data sources and field inspections, it should indicate the important natural resources or features within the site as well as on adjoining lands. Such resources include, but are not limited to, wetlands, streams and riparian areas, floodplains, steep slopes, ledge outcroppings, woodlands, hedgerows, farmland, unique or special wildlife habitats, historic or cultural features (including old structures and stone walls), unusual geologic formations and scenic views.
- 2) *Concept Plan* - The *Concept Plan* shall be prepared by a Registered Landscape Architect, or by a multi-disciplinary team of which one member must be a Registered Landscape Architect. The Concept Plan shall show the proposed Development Area(s) and proposed Open Space Parcels and shall address the general features of the land, give approximate configurations of the lots, building footprints, open space, stormwater management facilities, utilities and roadways, pedestrian ways and include the information listed in Preliminary Plan section of the *Subdivision Rules and Regulations*. The *Concept Plan* shall incorporate the results of the Four-Step Design Process, according to Paragraph 5 above, and the Design Standards according to Paragraph 10 below, when determining a proposed design for the development.
(Revised June 15, 2009)
- 3) *Yield Plan* – See Paragraph 7 herein.
- 4) *Design Plan* – The Design Plan shall include a preliminary design scheme for the development including, at a minimum, sample façade designs for the buildings and a preliminary landscaping plan identifying typical features, such as fences, stone walls, light posts, or other items in addition to vegetation that are being considered.
- 5) *Mitigation Plan* – Proposed mitigation measures in compliance with Sub-section 13 (b) shall be included as part of the application.
- 6) Narrative statement that describes how the proposed OSRD meets the general purposes and evaluation criteria of this bylaw and why it is in the best interests of the Town to grant the OSRD Special Permit rather than approve a conventional subdivision plan.
- 7) *Other Information* - The submittals and permits of this section shall be in addition to any other applicable requirements of the Subdivision Control Law or any other provisions of this Zoning Bylaw, including, but not limited to the Affordable Housing provisions of Section X.

Delete Paragraph 8. Reduction of Dimensional Requirements in its entirety and replace it as follows:

8. ***Adjustment of Dimensional Requirements*** - The Planning and Economic Development Board may authorize modification of lot size, shape, and other bulk requirements for lots within an OSRD, subject to the following limitations:

- a) Lots having reduced area or frontage shall not have frontage on a street other than a street created by a subdivision involved, provided, however, that the Planning and Economic Development Board may waive this requirement where it is determined that such reduced lot(s) are consistent with existing development patterns in the neighborhood.
- b) Lot frontage shall not be less than fifty feet (50').
- c) Each structure shall have a front setback of at least twenty-five feet (25') unless a reduction is otherwise authorized by the Planning and Economic Development Board.
- d) Each lot shall have a minimum of fifty percent (50%) of the minimum required lot area for the zoning district in which it is located.
- e.) In order to allow flexibility and creativity in siting building locations while also promoting privacy, buildings shall be separated as follows:

Type/Size of Building	<u>Average Separation Distance (feet)</u>
Single family detached dwelling units with 2500 ft ² or less of habitable space	20
Two or three attached dwelling units with an average of 2500 ft ² or less of habitable space each	
Single family detached dwelling units with more than 2500 ft ² of habitable space	30
Four or five attached dwelling units with an average of 2500 ft ² or less of habitable space each	
Four or five attached dwelling units with an average of more than 2500 ft ² of habitable space each	35

The average separation distances shall be calculated based on the buildings that can be connected with an imaginary line that does not cross a roadway. Thus, on a through road, the separation distances on each side of the road shall be calculated separately. On a cul-

de-sac, all of the buildings that can be connected by an imaginary line on both sides and around the bulb of the cul-de-sac shall be counted. On a loop road, the buildings on the exterior and interior of the loop will be calculated separately. Detached accessory buildings such as garages up to 2 bays and 1 story or sheds of a size not requiring a building permit shall not be considered in calculating the distances between buildings.

f) Garage doors facing the street shall be set back a minimum of five feet (5') more than the front wall of the principle building. No more than fifty percent (50%) of the garage doors within an entire OSRD shall face the street from which it is accessed. These requirements may be waived by the Planning and Economic Development Board for corner lots where the garage door faces a different street than the front of the dwelling unit or for other extraordinary circumstances that the Planning and Economic Development Board deems to be in the Town's best interests.

In Paragraph 9. Open Space Requirements, delete item e) and replace it as follows:

- e) The following shall not qualify toward the required minimum open space area:
- 1) Surface stormwater management systems serving the OSRD such as retention and detention ponds.
 - 2) Sub-surface drainage, septic and leaching systems per Title 5
 - 3) Seventy-five percent (75%) of the land area subject to any type of utility easement
 - 4) Land within thirty feet (30') of any dwelling unit
 - 5) Local Convenience Retail buildings or Community buildings or other buildings housing common facilities and any associated parking.
 - 6) Median strips, landscaped areas within parking lots or landscaped areas on individual home lots.
 - 7) Strips of land equal to or less than fifteen feet (15') wide, unless, in the opinion of the Planning and Economic Development Board, they serve as necessary pedestrian connectors to a public way, trail, or another open space parcel.
 - 8) Buffer areas in the Development Area as required in Subsection 10 (i).

In Paragraph 9. Open Space Requirements, delete item g) and replace it as follows:

g) The Planning and Economic Development Board shall make the final determination regarding the open space parcels. This shall include the location, size, shape, configuration and use of all proposed open space. Following such a determination, the Board may consider this to be an inappropriate contribution of open space and may require additional land to satisfy this requirement.

In Paragraph 10. General Design Standards, delete item i) in its entirety and replace it as follows:

- ii) A minimum fifteen foot (15') wide buffer area consisting of natural vegetation,

earthen materials and/or additional landscaping and/or fencing, acceptable to the Planning and Economic Development Board, shall be located on the perimeter of the Development Area where it abuts existing neighborhoods unless a reduction is otherwise authorized by the Planning and Economic Development Board. A determination to reduce the size of the buffer area shall be based on the proximity or lack thereof of abutting residences, the extent and screening effectiveness of any existing vegetation which may serve to buffer abutting properties, and/or the need to use the buffer area for access or utility easements.

In Paragraph 10, General Design Standards, delete item j) Parking in its entirety and replace it as follows:

j) Parking – A minimum of three (3) off-street parking spaces shall be required for each dwelling unit. The Planning and Economic Development Board may require additional off-street parking areas for use in common by residents and their guests. Locations for additional guest parking shall be shown on the Concept Plan.

In Paragraph 10, Design Standards, add item l) and m) as follows:

l) Pedestrian circulation measures shall be provided to facilitate movement within the Development Area as well as between it and the Open Space and the abutting existing neighborhood(s).

m) Trails shall be provided to facilitate public access to the Open Space unless the Planning and Economic Development Board finds that it is not in the best interests of the Town to locate a trail on a particular parcel.

In Paragraph 11, Decision of the Planning and Economic Development Board, correct the labeling of item l) to k) and item m) to l).

VOTED BY 2/3/ Majority

ARTICLE 26: (Amend Zoning Bylaw: Section V, LED Illumination)
To see if the Town will vote to amend the Medway Zoning Bylaw, SECTION V. USE REGULATIONS, Sub-Section R. Sign Regulations as follows:

To add the following item 3) in Paragraph 4. m) Types of Illumination

3) *Light emitting diodes (LED)* - An electronic semi-conductor device that emits visible light in one direction when applied voltage (electric current) passes through it; used in lamps and digital displays

And to add item t) in Paragraph 6 Prohibited Signs

t) Signs which use light emitting diodes (LED) for illumination.

Or act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

ARTICLE 26: VOTED: (Amend Zoning Bylaw: Section V, LED Illumination)

To see if the Town will vote to amend the Medway Zoning Bylaw, SECTION V. USE REGULATIONS, Sub-Section R. Sign Regulations as follows:

To add the following item 3) in Paragraph 4. m) Types of Illumination

3) *Light emitting diodes (LED)* - An electronic semi-conductor device that emits visible light in one direction when applied voltage (electric current) passes through it; used in lamps and digital displays

And to add item t) in Paragraph 6 Prohibited Signs

t) Signs which use light emitting diodes (LED) for internal illumination.

VOTED BY 2/3 Majority

ARTICLE 27: (Amend Zoning Map)

To see if the Town will vote to amend the Medway Zoning Map as follows:

Revise the boundaries between the Commercial III and Agricultural Residential I (AR1) and Agricultural Residential II (AR2) zoning districts by rezoning the following parcels so that the zoning district boundaries generally follow Medway Assessor map parcel lines:

- from AR2 to Commercial III:

1B-111	7 Sanford Street
1B-112	139 Village Street
1B -113	131 Village Street

- from AR1 to Commercial III

1B-6	45 Broad Street
1B-5	43 Broad Street
1B-4	41 Broad Street
1B-3 & 3A	39 Broad Street
1B-7	42 Broad Street
1B-7a	40 Broad Street

- from AR1 to split AR1 and Commercial III

1B-2	0-R Broad Street
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(That portion, approximately .2 acres, of Lot 1B-2 that lies between Lots 1B- 3 & 3A and Lot 1B-4 and east of a line formed by connecting the rear lot lines of Lots 1B-3 & 3A and Lot 1B-4 would

become Commercial III; the rest of Lot 1B-2 remains AR1)

- from split AR2 and Commercial III to being completely in Commercial III

1B-41	25 Barber Street
1B-52	35 Broad Street
1B-97	171 Village Street
1B-98	169 Village Street
1B-100A	155A Village Street
1B-119	125 Village Street
1B-164	136 Village Street
1B-165	144 Village Street
1B-198	16 Broad Street
1B-207	3 Barber Street

- from split AR2 and Commercial III to being completely in AR2

1B-42	23 Barber Street
1B-43	21 Barber Street
1B-44	19 Barber Street
1B-46	23 North Street
1B-117	3 John Street
1B-118	1 John Street
1B-202	15 Barber Street
1B-203	11 Barber Street
1B-203-1	13 Barber Street
1-47	12R River Street

- from split AR2 and Commercial III to split AR2 and Commercial III but with an adjusted boundary line

1B-51	37 Broad Street
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(That portion, approximately .25 acres, of Lot 1B-51 that lies east of a line formed by a northerly extension of the rear lot line of Lot 1B-52 is zoned AR2; the remainder of Lot 1B-52 is zoned Commercial III)

All as shown on a map on file with the Medway Town Clerk

Or act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

VOTED BY 2/3 Majority

Meeting adjourned at 8:21 P.M.

VOTERS IN ATTENDANCE: 139

REG VOTERS

PREC. 1: 2510

PREC. 2: 2056

PREC. 3: 2211

PREC. 4: 2318

TOTAL: 9095

**TOWN OF MEDWAY
WARRANT FOR NOVEMBER 14, 2011
FALL TOWN MEETING**

NORFOLK ss:

To either of the Constables of the Town of Medway

GREETING:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of said Town who are qualified to vote in Town affairs to meet at the **Medway High School, 88 Summer Street, on Monday, November 14, 2011** at 7:00 p.m., then and there to act on the following articles:

The meeting was called to order by Moderator Mark Cerel, at 7:00 P.M.

Chairman of the Board of Selectmen, John Foresto gave a presentation on the state of the town.

ARTICLE 1: (CPA Transfer: Thayer Property)

To see if the Town will vote to appropriate the sum of \$150,000 from the Community Preservation Fund Account for the purpose of retaining the services of both a schematic design firm and professional project oversight for the Thayer Development Concept prepared by Davis Square and Associates to the Town-owned Thayer property at 2B Oak Street and authorize the Board of Selectmen, in consultation with the Community Preservation Committee, to enter into contract with professionals to perform said work, or take any other action relative thereto.

BOARD OF SELECTMEN

VOTED: to appropriate \$150,000 from the Community Preservation Fund Account for the purposes set out in the warrant article and that the Board of Selectmen, in consultation with the Community Preservation Committee, be authorized to enter into contracts with both a schematic design firm and professional project oversight firm to perform said work.

VV

(Unanimous)

ARTICLE 2: (Purchase Ambulance)

To see if the Town will vote to raise and appropriate, borrow or transfer \$218,000 from the fiscal year 2012 Ambulance Enterprise Account for the purpose of purchasing a replacement of the A-2 Ambulance, or act in any manner relating thereto.

FIRE DEPARTMENT

VOTED: To appropriate the sum of \$218,000.00 for the purpose of purchasing a replacement of the A-2 ambulance; and that, to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow the sum of \$218,000.00 under General Laws Chapter 44 section 7(9) or any other enabling authority; and the Board of Selectmen is authorized to take any action necessary to carry out this vote.

VV

(Unanimous)

ARTICLE 3: (School Dept. Lease: Solar Power)

To see if the Town will vote to authorize the School Committee to enter into a lease or other form of contractual relationship for not more than 20 years for the purpose of installing, operating, and maintaining solar power electric generation facilities at the Burke-Memorial Elementary Schools, and to further authorize the School Committee to lease additional space within the buildings or grounds as necessary for the installation, operation and maintenance of utility lines, cables, conduits, transformers, wires, meters, monitoring equipment and other necessary equipment and appurtenances for said solar power electric generation facilities, upon such terms and conditions as the School Committee deems in the best interests of the Town, provided that such leases and/or contractual relationship shall not interfere with the educational purposes, programs and uses of any of its school programs, and are subject to the review of Town Counsel, or to take any other action relative thereto.

BOARD OF SELECTMEN

VOTED: To authorize the School Committee to enter into a lease or other form of contractual relationship for not more than 20 years for the purpose of installing, operating, and maintaining solar power electric generation facilities on the roof of the Burke-Memorial Elementary Schools, and to further authorize the School Committee to lease additional space within the buildings or grounds as necessary for the installation operation and maintenance of utility lines, cables, conduits, transformers, wires, meters, monitoring equipment and other necessary equipment and appurtenances for said solar power electric generation facilities, upon such terms and conditions as the School Committee deems in the best interest of the Town, provided that such leases and/or contractual relationship shall not interfere with the educational purposes, programs and uses of any of its school programs, and are subject to the review of Town Counsel and provided that such lease is entered into within 180 days of the Town Meeting vote.

Voted by 2/3 majority

ARTICLE 4: (Amendment to Council on Aging Revolving Account)

To see if the Town will vote to increase the spending limit of the Council on Aging revolving account authorized at the 2011 Annual Town Meeting a pursuant to Chapter

44, section 53E½ of the Massachusetts General Laws for Fiscal Year 2012 by \$16,291 as follows:

FUND	REVENUE SOURCE	AUTHORITY TO SPEND	USE OF FUND	NEW SPENDING LIMIT
Council on Aging	Donations/fees paid by riders and GATRA reimbursement	Council on Aging	Pay for dial-a-ride van service for seniors and disabled; shuttle service to Norfolk commuter rail station, and other necessary transportation services	\$96,000

or act in any manner relating thereto.

COUNCIL ON AGING

VV

(Unanimous)

ARTICLE 5: (Rescind borrowing: Council on Aging Bldg.)

To see if the Town will vote to rescind the \$25,000 unissued balance of the \$185,000 authorized to be borrowed by vote of the Town under Article # 9 of the Warrant at the June 2, 2008 Annual Town Meeting to pay costs for Council on Aging Building Addition/Repair, which amount is no longer needed to pay costs of completing the project for which it was approved, or act in any manner relating thereto.

TREASURER/COLLECTOR

VV

(Unanimous)

ARTICLE 6: (Rescind borrowing: ESCO Project)

To see if the Town will vote to rescind the \$138,394 unissued balance of the \$3,918,444 authorized to be borrowed by vote of the Town under Article # 9 of the Warrant at the May 11, 2009 Special Town Meeting to pay costs for an Energy management services (ESCO) project, which amount is no longer needed to pay costs of completing the project for which it was approved, or act in any manner relating thereto.

TREASURER/COLLECTOR

VV

(Unanimous)

ARTICLE 7: (Re-purpose funds: Fire Station Roof and Switch, Town Hall Renovations)

To see if the Town will vote to transfer the unexpended balance of \$78,000 from the June 2010, Article 3, Capital Budget Borrowing for the Town Hall Roof, as follows: \$53,000 for the purpose of funding the replacement of the Fire Station 1 roof and transfer switch at Fire Station 2, and \$25,000 for Town Hall renovations, or act in any manner relating thereto.

VV

**BOARD OF SELECTMEN
(Unanimous)**

ARTICLE 8: (Re-purpose funds: Snow Guard Rails at Police Station)

To see if the Town will vote to transfer \$9,070.10, the unexpended balance of the police department vinyl siding appropriation authorized by Article 4 of the June 2010 Annual Town Meeting, for the purpose of funding the installation of snow guard rails at the police station, or act in any manner relating thereto.

VV

**BOARD OF SELECTMEN
(Unanimous)**

ARTICLE 9: (Salary Reserve Appropriation: Municipal Union Contract)

To see if the Town will vote to transfer from Article 4 of the June 2011 Special Town Meeting and the Fiscal Year 2012 salary reserve, a sum of money to fund the cost items associated with the Fiscal Year 2011 and Fiscal Year 2012 collective bargaining agreement between the Town of Medway and the Medway Public Employees' Local Union, or to take any action relative thereto.

BOARD OF SELECTMEN

VOTED: to transfer from Article #4 of the June 2011 Special Town Meeting and the Fiscal Year 2012 salary reserve the sum of \$51,360.00 and \$76,518.00 respectively to fund the cost items associated with the Fiscal Year 2011 and Fiscal Year 2012 collective bargaining agreement between the Town of Medway and the Medway Public Employees' Local Union.

Account	Amount
Accounting Salary Account	\$7,406.00
Assessors Salary Account	\$10,420.00
Board of Health Salary Account	\$4,018.00
Building Department Salary Account	\$4,050.00
Building Maintenance Salary Account	\$2,314.00
Council on Aging Salary Account	\$3,500.00
DPS Salary Account	\$12,809.00
Fire Department Salary Account	\$3,716.00
Human Resources	\$8,548.00
Library Salary Account	\$9,483.00
Parks Salary Account	\$3,676.00
Planning Salary Account	\$5,625.00
Police	\$4,908.00
Police/Fire Communications	\$13,407.00
Town Administrator	\$14,808.00
Town Clerk Salary Account	\$6,300.00
Treasurer Salary Account	\$12,990.00
TOTAL	\$127,978.00

VV

(Unanimous)

ARTICLE 10: (Water Enterprise Fund Appropriation: Municipal Union Contract)
To see if the Town will vote to appropriate a sum of money from Water Enterprise Fund Retained Earnings for the purpose of funding the cost items associated with the Fiscal Year 2011 and Fiscal Year 2012 collective bargaining agreement between the Town of Medway and the Medway Public Employees Local Union, or take any action relative thereto.

BOARD OF SELECTMEN

VOTED: to appropriate from Water Enterprise Fund Retained Earnings the sum of \$33,678.00 to fund the cost items associated with the Fiscal Year 2011 and Fiscal Year 2012 collective bargaining agreement between the Town of Medway and the Medway Public Employees' Local Union.

VV

(Unanimous)

ARTICLE 11: (Sewer Enterprise Fund Appropriation: Municipal Union Contract)
To see if the Town will vote to appropriate a sum of money from Sewer Enterprise Fund Retained Earnings for the purpose of funding the cost items associated with the Fiscal Year 2011 and Fiscal Year 2012 collective bargaining agreement between the Town of Medway and the Medway Public Employees Local Union, or take any action relative thereto.

BOARD OF SELECTMEN

VOTED: to appropriate from Sewer Enterprise Fund Retained Earnings the sum of \$15,397.00 to fund the cost items associated with the Fiscal Year 2011 and Fiscal Year 2012 collective bargaining agreement between the Town of Medway and the Medway Public Employees' Local Union.

VV

(Unanimous)

ARTICLE 12: (Ambulance Enterprise Fund Appropriation: Municipal Union Contract)
To see if the Town will vote to appropriate a sum of money from Ambulance Enterprise Fund Retained Earnings for the purpose of funding the cost items associated with the Fiscal Year 2011 and Fiscal Year 2012 collective bargaining agreement between the Town of Medway and the Medway Public Employees Local Union, or take any action relative thereto.

BOARD OF SELECTMEN

VOTED: to appropriate from Ambulance Enterprise Fund Retained Earnings the sum of \$7,254.00 to fund the cost items associated with the Fiscal Year 2011 and Fiscal Year 2012 collective bargaining agreement between the Town of Medway and the Medway Public Employees' Local Union.

VV

(Unanimous)

ARTICLE 13: (Solid Waste Enterprise Fund Appropriation: Municipal Union Contract)

To see if the Town will vote to appropriate a sum of money from Solid Waste Enterprise Fund Retained Earnings for the purpose of funding the cost items associated with the Fiscal Year 2011 and Fiscal Year 2012 collective bargaining agreement between the Town of Medway and the Medway Public Employees Local Union, or take any action relative thereto.

BOARD OF SELECTMEN

VOTED: to appropriate from Solid Waste Enterprise Fund Retained Earnings the sum of \$20,978.00 to fund the cost items associated with the Fiscal Year 2011 and Fiscal Year 2012 collective bargaining agreement between the Town of Medway and the Medway Public Employees' Local Union.

VV

(Unanimous)

ARTICLE 14: (Transfer: Police Outside Detail Account)

To see if the Town will transfer the sum of \$27,497.06 from the appropriation for Property & Liability Insurance in Article #2 of the 2012 Annual Town Meeting to the Agency Fund Police Outside Detail Account, or take any other action relative thereto.

BOARD OF SELECTMEN

VV

(Unanimous)

ARTICLE 15: (Prior Year Unpaid Bills)

To see if the Town will vote to transfer from the Fire Department Expenses Account the sum of \$72.83 for the purpose of paying unpaid bills of prior years of the Town, or act in any manner relating thereto.

FIRE DEPARTMENT

VV

(Unanimous)

ARTICLE 16: (Approve Settlement(s): Sewer Ext. Project Claims)

To see if the Town will vote to approve, pursuant to Article II, Section 2.6 of the General By-laws, the proposed settlement of Gary Eason and Sevgi Eason v. the Town of Medway claim in the amount of \$27,500 arising out of the industrial park sewer extension project, subject to the approval of all needed settlement documents by Town Counsel, or act in any manner relating thereto.

BOARD OF SELECTMEN

VV

(Unanimous)

ARTICLE 17: (Establishment of OPEB Trust Fund)

To see if the Town will vote to accept the provisions of M.G.L. Chapter 32B, Section 20, as amended, which provides that a town may establish a separate trust fund to be known as an Other Post Employment Benefits Liability Trust Fund to reduce the unfunded actuarial liability of health care and other post-employment benefits, or act in any manner relating thereto.

VV

BOARD OF SELECTMEN
(Unanimous)

ARTICLE 18: (Amend By-law: Alcoholic Beverages)

To see if the Town will vote to amend the General By-laws, Article 12, Section 12.13 as follows, proposed new language in bold:

(a) No person shall consume an alcoholic beverage as defined by General Laws chapter 138, section 1, or possess an open container of such beverage, or smoke, ingest, or otherwise use or consume marijuana or tetrahydrocannabinol as defined by General Laws chapter 94C, section 1, within the limits of any park, playground, cemetery, school building, school grounds, parking lot, public building or public land owned or under the control of the Town of Medway, or on any public way or way to which the public has a right of access as invitees or licensees, including any person in a motor vehicle while it is on or upon any public way or any way to which the public has a right of access as aforesaid, within the Town of Medway, **except any activity duly licensed by the Board of Selectmen under the applicable provisions of the Massachusetts General Laws at the town owned premises known as the Thayer property, a parcel of land containing 3.29 acres, more or less, situated at 2B Oak Street, the Medway Public Library, the Senior Center, and the 50 Winthrop Street property;** and no person shall consume any alcoholic beverages as previously defined in, on, or upon any private land or place without the consent of the owner or person in control of such private land or place.

All alcoholic beverages, marijuana or tetrahydrocannabinol being used in violation of this section may be seized and held until final adjudication of the charge against any such person or persons has been made by the court.

Whoever violates the provisions of this section shall be punished by a fine not exceeding one hundred dollars for the first offense, two hundred dollars for the second offense, and three hundred dollars for any third or subsequent offense.

Or act in any manner relating thereto.

VV

BOARD OF SELECTMEN
(Unanimous)

ARTICLE 19: (Street Acceptance)

To see if the Town will vote to accept Iarussi Way from Station 0+00 to its end at Station 9+57.36 as laid out by a vote of the Board of Selectmen as a public way as shown on

Plan of Land - Street Acceptance - Iarussi Way prepared by GLM Engineering Consultants, Inc. of Holliston, MA dated July 8, 2011, last revised August 1, 2011 on file in the office of the Town Clerk.

And further to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise, and to accept the deed or deeds to the Town of a fee simple interest or easements in said streets and any associated drainage, utility or other easements for said streets, and for any trail or public access easements and to appropriate a sum of money for this purpose and any related expenses;

VOTED: that the Town accept Iarussi Way as laid out by the Board of Selectmen as shown on the Plan of Land-Street Acceptance – Iarussi Way, prepared by GLM Engineering Consultants dated July 8, 2011, last revised November 3, 2011 on file in the office of the Town Clerk as a public way, and to authorize the Board of Selectmen to acquire Iarussi Way by gift, purchase or eminent domain or otherwise, and to accept the deed or deeds to the Town of a fee simple interest or easements in said street and any associate drainage, utility or other easements for said street, and for any trail or public access easements and to appropriate a sum of money for this purpose and any related expenses and further to authorize the Board of Selectmen and other town officers to take any and all related actions necessary or appropriate to carry out the purposes of this vote, all as recommended by the Planning and Economic Development Board.

**And further to authorize the Board of Selectmen and town officers to take any and all related actions necessary or appropriate to carry out the purposes of this article;
VV (Unanimous)**

The meeting was adjourned at 8:20 P.M.

Report of the Board of Assessors

GENERAL SCOPE AND FUNCTION

The Department of the Board of Assessors is comprised of three volunteer appointed Medway citizens, and three full time staff employees: Principal Assessor, Deputy Assessor, and Administrative Assistant.

The Office of the Board of Assessors is a value-based department. The Assessors are primarily responsible for determining the full and fair cash value of all real and personal property within the municipality.

Other duties of the Assessors include: administer motor vehicle excise tax, compile and submit the annual Tax Rate Recapitulation to the Department of Revenue, abate/exempt/ or defer taxes, defend established values on abatement applications and at Appellate Tax Board hearings, maintain tax assessment maps, and oversee the town's overlay reserve account (an account established to fund abatements, exemptions, and unpaid taxes for the respective fiscal year).

Tax law intends for each taxpayer to pay an equitable share of the tax burden in proportion to the value of the property or asset. This is known as *ad valorem* tax, or according to value tax.

It is important to note that Assessors do not raise or lower taxes, nor do the Assessors set rate of taxation (tax rate). These determinations are made with the assistance of assessment values, but are decisions made outside of the scope of the Assessing Department.

FISCAL YEAR 2011 – Interim Year

Fiscal year 2011 was an interim year for the Town of Medway. This type of town valuation occurs for two years in between the triennial certification year for each municipality in the Commonwealth of Massachusetts. Assessors review market information and adjust values according. The assessment date for all property in Medway was January 1, 2010 for FY2011*.

*(with exception of properties that have a current open building permit; the date of assessment for those properties was June 30, 2010 per locally adopted article, Chapter 653, s.40, acts of 1989)

- ◆ residential properties are generally valued and adjusted based upon market sales that occurred in *calendar year 2009*
- ◆ commercial & industrial properties are generally valued and adjusted based upon the following: market rental income, market rental expense, market vacancy rates, and area income capitalization rates
- ◆ personal property is generally valued and adjusted based upon: asset description, condition, replacement cost new, year purchased and asset depreciation schedule

TAX RATE SUMMARY

The total amount to be raised through taxation (tax levy) is calculated after all other sources of revenue and total expenses for the town are known. The levy for fiscal year 2011 was \$27,462,827.78. Listed below is the classification tax allocation for fiscal year 2011.

The Department of Revenue approved a tax rate of \$17.10 per 1000 of value on November 24, 2010.

CLASSIFICATION	VALUATION	TAX DOLLARS	LEVY PERCENT
CLASS 1 - Residential	1,403,286,039	\$23,996,191.27	87.38%
CLASS 2 – Open Space	0	0	0.00%
CLASS 3 – Commercial	69,823,422	\$1,193,980.52	4.35%
CLASS 4 – Industrial	58,478,209	\$999,977.38	3.64%
CLASS5 – Personal Property	74,425,650	\$1,272,678.62	4.63%
TOTAL	1,606,013,320	\$27,462,827.78	100.00%

TAX RATE CALCULATION:

tax levy (revenue a community can raise through real and personal property taxes) divided by **town valuation** (total taxable town value) OR

\$27,462,827.78 / 1,606,013,320 = \$17.10 per 1000 of value or \$17.10/1000

A public hearing was held in November 2010 in which the Board of Selectman chose to tax all classes of property at the same rate, also known as a single rate.

SUMMARY

The real estate market in Medway for the most part, saw a decrease in values. Residential values had an overall decrease of 3%, industrial properties generally decreased by 2%, and commercial properties maintained steady values. Vacancy rates remained parallel to the previous year. Residential sales volume was down for a fourth straight year. It's important to note that when Medway real estate sales are analyzed; 'arms length' transaction sales are used. Non-arms length transaction sales, such as foreclosed properties, short sales, family sales, etc., are not part of the value assessment process. The sales analysis is capturing market adjustments for the assessment period.

Property values, tax assessment maps, and FAQ's relating to various functions of the assessing department can be found on the town website (www.townofmedway.org) Please call, email, or visit the office if you have any questions regarding your property value or the assessment process in general.

I would like to thank the Board of Selectmen, Town Administrator, and members of the Board of Assessors for their assistance and support during fiscal year 2011.

Respectfully submitted,

William G. Naser, MAA
Principal Assessor

Report of the Capital Improvement Planning Committee:

The Capital Improvement Planning Committee's (CIPC) role is to evaluate the town's capital needs and to recommend to the Town Administrator, Board of Selectman (BOS) and Town Meeting the projects to be undertaken. The committee meets with department managers annually to discuss their capital needs for current and future years. The committee then evaluates the requests and determines available funding. Available funding can be in the form of free cash as certified by the state, grants, enterprise funds, or bonding. Once the level and form of funding is determined the CIPC prepares a recommendation for the BOS.

The project requests are reviewed based on the following criteria:

1. Impact on safety of residents and employees
2. Projects required by law
3. Impact on greatest number of people
4. Projects with significant immediate need

Projects are prioritized based on the above criteria. Recommended projects are brought before the BOS and Town Meeting when the above criteria are met and sufficient funding is available. To be considered a capital project, the project must cost more than \$3,000 and have a substantial useful life.

This report will cover the capital spending recommendations for fiscal year 2013.

For the 2013 fiscal year, 67 requests were submitted totaling \$28.6 million. This level of requests is consistent with FY 2012. As anticipated, the level of debt service will limit the amount of bonding that will be available and the funding will rely primarily on free cash.

The following projects are recommended in FY2013.

Project	Department	Recommendation	Fund Type
VARIOUS ROAD/SIDEWALK IMPROVEMENTS	Roads	\$600,000	Free Cash
REPLACE HIGH BAND RADIO SYSTEM	DPS	\$140,000	Free Cash
EMERGENCY GENERATOR REPLACEMENT - BURKE	School	\$40,150	Free Cash
ENGINEERING STUDY/DESIGN - SANFORD STREET BRIDGE	Roads	\$40,000	Free Cash
REPLACE EMERGENCY GENERATOR	Facilities	\$70,000	Free Cash
POLICE SERVER VIRTUALIZATION	Police	\$8,000	Free Cash
TECHNOLOGY EQUIPMENT	IT	\$100,000	Free Cash
INSTALL FOUR POST LIFT	DPS	\$28,000	Free Cash
REPAIR WALKWAYS TO CENTER STREET LOT - MEMORIAL SC	School	\$35,350	Free Cash
SYSTEMS VIRTUALIZATION	IT	\$100,000	Free Cash
FIRE DEPARTMENT COMMAND VEHICLE	Fire	\$48,000	Free Cash
PURCHASE EXCAVATOR EQUIPMENT	DPS	\$140,000	Free Cash
REFURBISH OAKLAND BASKETBALL CT	Parks	\$15,000	Free Cash

COMMUNITY SIGNAGE PROJECT	Planning Board	\$20,000	Free Cash
PARK & FIELD IMPROVEMENTS	Parks	\$50,000	Free Cash
Open Space/Parks Recreational Use Study	Parks	\$30,000	Free Cash
Library Initiatives	Library	\$23,150	Free Cash
REPLACE 2 HVAC RTUS	Library	\$21,000	Free Cash
Free Cash Total		<u>\$1,508,650</u>	
LADDER TRUCK	Fire	\$900,000	Bond
PURCHASE WATER SUPERINTENDENT TRUCK	Water	\$35,000	Enterprise
VARIOUS SEWER COLLECTION SYSTEM IMPROVEMENTS	Sewer	\$200,000	Enterprise
Total		<u><u>\$2,643,650</u></u>	

The DPS requested funding for an upgraded radio band system (\$140,000), a four post repair lift (\$28,000) and excavation equipment (\$140,000). The radio system must be replaced by the end of 2012 as the current system will be out of spec and no longer functional. The lift and excavation equipment is in disrepair and must be replaced in order to have functioning equipment. Although \$750,000 was requested for roadway repairs, there will not be enough available funding to fund the entire amount and \$600,000 has been recommended. In addition to road repairs, the Sanford Street Bridge requires repairs to the footings. The DPS is working closely with the Town of Franklin to fund this project in FY 2013 and the CIPC recommends that the Town of Medway provide \$40,000 for their anticipated portion of the engineering design of the repair project.

The Water Department requested a water superintendent's truck for \$35,000. As a result of the inflow/infiltration study, they have also requested \$200,000 to fund identified repairs along the Chicken Brook sewer lines to reduce infiltration.

The Fire Department requested a new ladder truck with an estimated cost of \$900,000. The current truck is over 30 years old and the ladder is no longer reliable. In addition, the lack of an adequate command vehicle needs to be addressed and \$48,000 is requested to obtain one for the Town.

The storms and power outages experienced in the area in the past year highlighted the need for upgraded generator capacity in many town facilities. Three generators have been requested for FY 2013: one for the Burke School, one for the McGovern School and one for the Town Hall.

Three technology initiatives have been requested for FY 2013. Virtualization initiatives for the main town servers and the police server have been requested costing \$100,000 and \$8,000, respectively. An additional \$260,000 was requested for technology equipment however, only \$100,000 is recommended due to funding limitations.

The School has requested \$35,350 to repair the walkway at the Memorial School.

The Parks Department has requested \$15,000 to refurbish the basketball courts at the Oakland Park and \$30,000 for an open space/parks recreational use study. This study would evaluate the current use of the parks and provide direction on how other open space in the town could best be utilized. The CIPC also recommends an additional \$50,000 to upgrade equipment and infrastructure at various parks.

In conjunction with the Medway 300, the Planning Board requested \$55,000 to install signs at entry points to the town and in front of town facilities. The CIPC recommended \$20,000 for this initiative.

The library has requested \$21,000 to replace two HVAC units on the roof. One was replaced on an emergency basis in 2012 and two others are also in need of replacement. The Library has also requested \$23,150 to make various improvements to the facility in order to improve the Libraries offerings and capabilities.

The CIPC has prepared a 5-year plan, available on the town's website which describes the future needs of the town and funding opportunities that exist in the coming years.

Respectfully submitted:
Thomas R. Anderson
Chairman

Report of the Town Accountant

The annual report for the fiscal year ending June 30, 2011 is hereby submitted showing the receipts and disbursements for the year.

Included is the combined Balance Sheet for All Funds Types and Groups, the Budgeted, Transferred and Actual Amounts expended by individual departments for this fiscal year, and a Combined Statement of Changes in Revenues, Expenditures and Fund Balances as of June 30, 2011.

I wish to thank my assistant, Pam Champagne, for her invaluable help throughout the year.

Respectfully submitted,

Carol Pratt
Town Accountant

ASSETS

	<u>General</u>	<u>Community Preservation</u>	<u>Middle School Renovation Funds</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
Cash and short-term investments	\$ 12,122,585	\$ 5,150,964	\$ 4,421,598	\$ 3,703,409	\$ 25,398,556
Investments					
Receivables:					
Property taxes	2,179,510				2,179,510
Excises	174,030				174,030
Departmental and other		10,739		368,111	378,850
Due from other governments	24,000				24,000
TOTAL ASSETS	<u>\$ 14,500,125</u>	<u>\$ 5,161,703</u>	<u>\$ 4,421,598</u>	<u>\$ 4,071,520</u>	<u>\$ 28,154,946</u>

LIABILITIES AND FUND BALANCES

Liabilities:					
Warrants payable	\$ 381,351	\$ 219		\$ 90,234	\$ 471,804
Accrued liabilities	1,699,817	46		278,192	1,978,055
Deferred revenues	2,230,346	10,739		48,371	2,289,456
Notes payable			5,000,000		5,000,000
Notes payable - deficit financing	1,000,000				1,000,000
Tax refunds payable	209,025				209,025
Other liabilities	318,624				318,624
TOTAL LIABILITIES	<u>5,839,163</u>	<u>11,004</u>	<u>5,000,000</u>	<u>416,797</u>	<u>11,266,964</u>
Fund Balances:					
Nonspendable				110,869	110,869
Restricted		5,150,699		3,749,855	8,900,554
Committed	3,757,497			15,837	3,773,334
Assigned	2,595,849				2,595,849
Unassigned	2,307,616		(578,402)	(221,838)	1,507,376
TOTAL FUND BALANCES	<u>8,660,962</u>	<u>5,150,699</u>	<u>-578,402</u>	<u>3,543,854</u>	<u>16,887,982</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 14,500,125</u>	<u>\$ 5,161,703</u>	<u>\$ 4,421,598</u>	<u>\$ 3,960,651</u>	<u>\$ 28,154,946</u>

	REVENUES				
	<u>General</u>	<u>Community Preservation</u>	<u>Middle School Renovation Funds</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
Property taxes	\$ 26,883,608	\$ 563,552			\$ 27,447,160
Excises	1,482,332				1,482,332
Penalties, interest and other taxes	184,870				184,870
Charges for services				2,101,513	2,101,513
Intergovernmental	18,310,656	205,826		4,438,105	22,954,587
Licenses and permits	338,900				338,900
Fines and forfeitures	22,322				22,322
Investment income	95,455	18,461		935	114,851
Miscellaneous	75,171			271,653	346,824
TOTAL REVENUES	<u>47,393,314</u>	<u>787,839</u>	<u>0</u>	<u>6,812,206</u>	<u>54,993,359</u>
EXPENDITURES					
Current:					
General government	2,680,252			345,522	3,025,774
Public safety	2,672,373			588,489	3,260,862
Education	28,330,834		578,402	4,452,715	33,361,951
Public works	1,967,173			855,883	2,823,056
Health and human services	303,593			109,300	412,893
Culture and recreation	288,852	387,230		109,862	785,944
Employee benefits	5,812,948				5,812,948
Debt service	4,975,706			10,420	4,986,126
Intergovernmental	613,280				613,280
TOTAL EXPENDITURES	<u>47,645,011</u>	<u>387,230</u>	<u>578,402</u>	<u>6,472,191</u>	<u>55,082,834</u>
Excess (deficiency) of revenues over expenditures	(251,697)	400,609	(578,402)	340,015	(89,475)
OTHER FINANCING SOURCES (USES)					
Bond proceeds					
Bond premium	93,575			5,201,093	5,201,093
Operating transfers in	1,619,326				93,575
Operating transfers out	(1,500,460)			56,094	1,619,326
TOTAL OTHER FINANCING SOURCES (USES)	<u>212,441</u>	<u>0</u>	<u>0</u>	<u>5,257,187</u>	<u>5,469,628</u>
Excess (deficiency) of revenues and other sources over expenditures and other uses	(39,256)	400,609	(578,402)	5,597,202	5,380,153
FUND EQUITY, at Beginning of Year, as restated	8,700,218	4,750,090	0	(1,942,479)	11,507,829
FUND EQUITY, at End of Year	<u>8,660,962</u>	<u>5,150,699</u>	<u>(578,402)</u>	<u>3,654,723</u>	<u>16,887,982</u>

Report of the Treasurer/Collector

We welcomed Marie Shutt to the Treasurer/Collector's Office staff in June, 2011 to fill the vacant Assistant Collector's position. Marie is a wonderful addition to the office. Please welcome her to Medway when you visit Town Hall.

The office continued to focus on the collection of revenues and on improving the efficiencies of the office in the past fiscal year. We also endeavored to bring additional advancement to Medway during FY 2011 in the form of ebilling and a credit card payment system (point of sale or POS) in the office. The point of sale system allows residents to pay taxes with a credit card at the T/C counter in the same fashion as they have enjoyed at home through our on-line bill payment. Much of the work for ebilling was accomplished in FY 2011 and it is our hope that the product will be available for the last quarter tax billing in fiscal year 2012.

In FY 2011, we refunded a 1997 General Obligation Bond which resulted in a savings of more than \$700,000 to the Medway taxpayers in the fiscal year as well as reducing the debt service for future years for this issue. The use of a present value payment from the Massachusetts Building Authority to substantially reduce the bond coupled with a reduction in the bond interest rate resulted in the significant savings achieved.

It is important that I take a moment to thank the T/C staff for their dedication to Medway. A special thank you is extended to Joanne Russo and Paige Eppolito for their hard work and dedication to the citizens and employees of Medway in this past year. The work you do every day does not go unnoticed.

Lastly, I wish to address the citizens of Medway and thank them for their support of this office. We appreciate both your financial and moral support especially in the continuing poor economy.

The following represents the percentage of the net tax levy collected through the 2011 fiscal year:

Total Tax Levy	\$27,670,191
Overlay Reserve	\$ 308,940
Net Tax Levy	\$27,361,251
Amount Collected through 6/30/11	\$26,869,649
Percentage of Net Levy	98%

Respectfully submitted,

Melanie M. Phillips
Finance Director/Treasurer/Collector

TREASURER'S CASH REPORT ENDING JUNE 30, 2011

PETTY CASH- \$200

School Lunch		32,921.55
General Fund		4,372,422.51
GF-MuniSavings		6,869,386.25
EFT		80,647.99
Handicap Parking		2,954.78
Deputy Collect		12,137.55
Vendor		-43.71
Payroll		407.68
Treasurer		83,166.42
On-line Collection		138,186.22
Collector		257,988
Planning		38,467.91
CPA		4,164,404.95
Storm Reserve		209,009.99
Planning Review		112,695.68
General Fund		7,055,254.43
Health Reserve		51,881.18
Fiscal Stability		625,757.27
Stabilization Funds		3,496,605.62
Conservation		105,084.60
General Fund		56,687.09
MSBA Grant		1,372,640.59
Collector Cash		99,006.01
Defaulted Road Bonds		262,176.75
Eminent Domain		3,578.15

TRUST ACCOUNTS:

Scholarships		887,622.94
Road Bonds		549,976.61
Student Activity		148,891.33
Education Fund		6,321.08
Library Trust		133,439.51
Cemetery Trust		10,645.48
Art & Lottery		821.09
Medway 300		22,024.04
Elderly Disabled Fund		351.01
Christmas Parade		14,564.90

TOTAL CASH \$31,278,283.45

Report of the Animal Control Officer

The department received and acted upon 1,875 calls for services this year. This is a slight decrease from last year.

The Animal Control Department continues to have 24-hour coverage with one Full time ACO and 2 Deputies alternating weekends and holidays.

Rabies is still a significant risk in the area, with more bats testing positive this year, I would remind you that it is very important to keep your animals vaccinated even if they are “indoor” animals **and it is the law- WILD ANIMALS CAN AND DO GET INTO YOUR HOUSE**. Please remember that if you feed animals outside, you risk “inviting” unwanted wildlife and feral cats to your house increasing the risk to your family and your animals.

The Department would like to thank everyone who donated blankets, toys and food to the kennel as always, it is greatly appreciated.

During the 12 month period from January 1, through December 31, 2011 detailed logs were kept reflecting all calls received and acted upon by the Animal Control Department. A total of 1,875 calls, with 991 in Medway and 810 in Millis, with 74 calls to assist neighboring towns, the following is an **overview** of the calls handled in Medway:

INFORMATIONAL:	422
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DOGS:

PICKED UP	39
REPORTED LOOSE	73
REPORTED LOST	18
BARKING	18
BITES	15
ADOPTED/ TURNED OVER	
TO HUMANE SOCIETY	2
EUTHANIZED	0
REPORTS OF CRUELTY	0
QUARANTINES	14
HIT BY CAR REQUIRING	
MEDICAL TREATMENT OR DIED	3
LICENSED IN 2011	1,706
DOG PARK LICENSES 2011	546

CATS:

PICKED UP	54
REPORTED LOST	33
REPORTED STRAY/ FERAL	18
ADOPTED/ TURNED OVER TO	
HUMANE SOCIETY	35
EUTHANIZED	2
QUARATINES	1
HIT BY CAR REQUIRING	
MEDICAL TREATMENT OR DIED	13
BITES/ SCRATCHES	2
WILD ANIMAL CALLS	80
WILD ANIMAL REFERRALS	21
ROAD KILLS PICKED UP	35
DEER HIT BY CARS	6
LIVESTOCK CALLS	10

Respectfully submitted,
Brenda Hamelin, Animal Control Officer

Report of the Building Department

To the Honorable Board of Selectmen and Citizens of Medway:

The Building Department provides a central location to obtain permit applications for building, wiring, plumbing, gas and trench permits. The department processes and files applications and schedules all inspections. The department is available to answer questions, concerns, and is a source of general building and zoning information. In addition, monthly reports are updated and sent to the US Census Bureau regarding housing information.

The Building Department began enforcing the new 8th edition of the Massachusetts Residential Code on February 4, 2011. Enacted in the 8th edition is the International Property Maintenance Code which requires basic maintenance of all structures. The Stretch Energy Code became effective January 1, 2012; this code became a Town By-law and replaces the International Energy Conservation Code. At the Annual Town Meeting, revisions to the Foreclosed and Abandoned Building By-Law were adopted.

The inspectors and I would like to thank the residents of Medway for their cooperation and continuing support throughout this past year. I would like to thank Robert Goode, Assistant Wiring Inspector, for his dedication and many years of service to this department.

Building Department Personnel

John F. Emidy	Building Commissioner
	Zoning Enforcement Officer
Scott J. Guyette	Chief Wiring Inspector
Robert J. Heavey	Chief Plumbing Inspector
Jeffrey P. Harris	Chief Gas Inspector
Michael J. Clancy	Sealer of Weights & Measures
Fran V. Hutton Lee	Administrative Secretary

**The following summarizes the activity and the Permit statistics
for the Building Department in 2011.**

Building Permits

Type of Permit	Totals for 2011
Single Family Dwelling	7
Two Family Dwelling	1

Multi-Family Dwelling	0
Additions / Renovations	118
Commercial Building	3
Commercial Renovations	17
Commercial Tenant Fit-up	12
Commercial Trailer	2
Signs	18
Roof	98
Windows, Doors, Vinyl Siding	93
Decks, Porches	38
Demolitions	4
Garages	7
Pools, Hot Tubs	20
Wood Stoves / Fireplace Inserts	17
Utility Buildings	9
Miscellaneous	38
Criminal Complaints	6
Multi Family Inspections	19
Foreclosed/Abandoned Bldgs	13
Total Building Permits:	502
 Total Building Permit Fees Collected:	 \$ 76,814
Total Estimated Cost of Construction:	\$ 23,588,628
 Total Gas Permit Fees Collected	 \$ 6,615
Total Plumbing Permit Fees Collected	\$ 9,985
Total Wiring Permit Fees Collected	\$ 14,200
Total Trench Permit Fees Collected	\$ 550
 Total All Permit Fees Collected	 \$ 108,164

Respectfully submitted,
John F. Emidy, Building Commissioner

Report of the Board of Health
HEALTH DEPARTMENT PERSONNEL

William A. Fisher Health Agent

BOARD OF HEALTH MEMBERS

Robert Collum Chairman

Michael Heavey Clerk

Kathleen McCarthy Member

The regularly schedules meetings of the board of Health were held on the second and fourth Mondays of each month in the Board of Health office at 6:30PM, unless otherwise posted.

The Board made the following appointments

Animal Inspector Brenda Hamelin

Burial Agents Mary Jane White

Listed below are continued services provided through the efforts of the board of Health

Visiting Nurse Association: Health Screening Clinics and the annual Flu Clinic are provided by the VNA from Mendon. All communicable diseases reported to the Board of Health are followed up by the nurses, and they provide home visits to the residents, as required. The Milford VNA also started organizing quarterly meetings concerning influenza preparedness with Local Boards of Health, first Responders and other Health Care Providers. The VNA provides front line assistance and information to members of the community when health issues occur.

Health Agent Responsibilities: Mr. Fisher has successfully focused on executing his required duties in a professional manner.

He has overseen the installation of new septic systems, inspected grinder pumps for sewer properties when required, and monitored new well construction which assures new property owners of a source of potable water.

The Betterment Program for upgrading failed septic systems continues to be available to new home owners. No Betterments were requested for 2011. The resulting septic upgrades, pump to sewer or sewer hookups were closely overseen by the Health agent.

Housing complaints were followed up by on-site inspections, Enforcement Orders imposed, when required, and all violations of Chapter 11 of the Massachusetts Sanitary Code 105 CMR 410,000 minimum standards for human habitation are enforced to bring the dwelling into compliance.

The Board of Health provides science based health information and health alerts to the media and the community and investigates health issues affecting the community.

Choate Pond was closed for the summer season.

Mr. Fisher remains the Local Public Health Official to represent Medway as part of the 74 towns making up Region #2 in Central Massachusetts for the Region #2 Coalition of the Massachusetts Public Health Emergency Preparedness Program. Mr. Fisher continues to recruit local nurses and medical staff to volunteer at Medway's two dispensing sites in the event there is a Pandemic Flu or other large scale disaster. Mr. Fisher and Board of Health members have received Incident Command Systems Training as required under Homeland Security.

Mr. Fisher remains an active member representing the Board of Health in the Local Emergency Planning Committee. Mr. Fisher participates in a table top exercise with the LEPC to complete the requirements for full certification.

All other issues pertaining to the Board of Health, as mandated by State law, Department of Public Health and the Department of Environmental Protection were diligently addressed and resolved by the Health Agent.

Applications and Permits: The Board of Health approves and issues all permits relating to Septic Designs, Well Construction Permits, Solid Waste Haulers, Septic Haulers, Septic Installers, Food Establishments, Tanning Facilities, Tobacco Permits and Animal Permits (when required), Day Camp, Body Art/Piercing/Tattoo and emergency Beaver Trapping Permits.

The Board of Health has formed a Regional Health Program with the Towns of Ashland, Hopkinton & Medway and is in the process of selecting a part time Public Health Nurse to institute health programs to the member communities.

The Regional Health Group has also acquired a graduate student intern in Public Health to research the best method and least cost for a central sharps (needles) collection and disposal program. This will ensure compliance with the State Mandated waste ban schedule to go into effect on July 1, 2012.

REVENUES FOR 2011

Revenues for the Board of Health permits for FY 2011:

Installers Permits	\$ 3,437.50
Septic Repair	\$ 3,900.00
Haulers	\$ 3,900.00
Well	\$ 1,600.00
Food Service	\$ 9,245.00
Tobacco	\$ 1,312.50
Perc Tests	\$ 6,250.00
New Septic Systems	\$ 350.00
Tanning/Tattoo	<u>\$ 800.00</u>
Total Fees Collected BOH	\$30,795.00

Respectfully Submitted,

William A. Fisher

Board of Health, Agent

Report of the Medway Fire Department

The mission of the Medway Fire Department is to protect and to save lives, property and the environment of the citizens of Medway from emergencies and disasters through fire suppression, emergency medical services, hazardous materials mitigation, fire prevention, and public education.

During the year the department applied for and received a grant award for a new fire training trailer.

The department also continued to participate in many civic events, such as Medway Pride day, Medway Little League Parade, Medway Holiday Parade and Fireworks, Touch a Truck, and the Muscular Dystrophy Association Boot Drive.

The members of the department are grateful for the continued support of the citizens of Medway as well as the cooperation of the other boards, commissions and departments of the town during the year.

Respectfully Submitted,
Chief Paul L. Trufant

The equipment of the Department is as follows:

Station #1

Engine 1	2010	1250 GPM	Excellent Condition
Engine 5	1990	1250 GPM	Good Condition
Rescue	1994		Good Condition
Ladder 1	1981	100' Aerial	Poor Condition
Brush 1	1997		Good Condition

Station #2

Engine 2	2002	1500 GPM	Good Condition
Engine 4	1986	1000 GPM	Good Condition
Brush 2	1995		Good Condition

EMS

A1	2005	Modular	Good Condition
A2	2000	Modular	Fair Condition

Report of the Medway Police Department

I am pleased to submit my Annual Report for the Police Department, for the calendar year ending December 31, 2011

During the year the Department applied for and received grants from the Massachusetts Statewide Emergency Telecommunications Board (911 training) \$29,000, A MIIA Loss Control Grant, to purchase a 15ft emergency portable light tower, valued at 4,200 dollars. The department applied for and received additional funding from the Statewide Emergency Telecommunication Board to fund emergency medical dispatch (EMD) certification training for all our police and fire communication dispatchers. We also received a generous donation of bike helmets from the Project Alex Foundation.

The Department also continued to participate in many civic events such as: Medway Pride Day, Medway Little League Parade, Medway Holiday Parade and Fireworks, Touch- A- Truck and pumpkin walk, as well as numerous speaking engagements and station tours.

In 2011 police department received a citation from the Southern New England AAA in recognition of six years without any pedestrian fatalities, within the Town of Medway.

Officers continued to attend forty hours of mandated in-service training. The training classes consisted of legal updates, first aid, CPR/defib, defensive tactics, use of force and firearms qualification. Officers also continued to attend various specialized training classes throughout the year.

Once again during the year we had several occasions, to send out telephone emergency notifications to our residents, using Blackboard Connect, the towns' emergency telephone notification system. I would like to encourage anyone that has not signed up to participate in the town's emergency notification system to please do so. To sign up for the towns emergency notification, please go to the Medway police department web site (www.medwaypolice.com) or the town of Medway's web site (www.townofmedway.org) and click on the Blackboard Connect symbol and follow the instructions to sign up for this important service.

In closing, I offer my sincere thanks to the Town Administrator, The Board of Selectmen, all appointed and elected officials, department heads and committee members, as well as the citizens of Medway for their continued support of the Police Department.

I would also offer my thanks to the men and women of the Medway Police Department for a job well done.

Respectfully Submitted,
Allen M. Tingley
Chief of Police

Medway Police Department

VISION STATEMENT:

The Medway Police Department will create a safe and comfortable community in which people can live, work and visit. We recognize employees are the department's most valuable resource and will strive to create a positive working atmosphere where dedication and participation are encouraged. We will serve the people of this community by striving for excellence in all we do.

To this end we will:

- Enhance the safety and livability of the community.
- Prevent crime through community involvement, education, proactive enforcement and technological advances.
- Effectively communicate with all members of the community.
- Strive for professionalism and integrity by maintaining high ethical standards.
- Be fiscally responsible.
- Promote interagency communications and cooperation.
- Recruit, train and develop quality personnel.

We are committed to accomplishing the above through adaptability, encouraging creativity and forward thinking, honesty, integrity and holding one another accountable. Lastly, we will never settle for mediocrity or second best.

MISSION STATEMENT:

The mission of the Medway Police Department is to protect and improve the quality of life for all who, live, work, or visit our community by delivering the highest quality of public safety and service.

The men and women of the Medway Police Department are dedicated to accomplishing their mission by:

- Maintaining peace and order through fair and impartial enforcement of laws and quality police service.
- Fostering an environment of cooperation and trust between the police department and the community.
- Valuing our employees as our most important resource.
- Conducting business efficiently and effectively.
- Challenging the future with a spirit of optimism and innovations, in the continuous pursuit of excellence.

The Medway Police Department, through professionalism and integrity, dedicate ourselves to this mission.

Description of Services

A. Prevention of crime

The police department is responsible for generating understanding about the nature and extent of crime and encouraging public support for crime prevention.

B. Deterrents of Crime

Crime can be deterred by proactive police procedures and active citizen involvement. The Police Department is responsible for deploying forces to deter crime and to inspire confidence in its ability to promote a peaceful and crime-free environment.

C. Apprehension of Offenders

Once a crime has been committed, it is the duty of the Police Department to initiate the criminal justice process.

1. Identify and apprehend the offender
2. Obtain necessary evidence
3. Assist in prosecuting the case
4. Use force that is reasonable and necessary to effectively bring an incident under control.

D. Recovery and return of property

The Police Department shall attempt to recover lost and or stolen property, to identify its owners and to ensure its prompt return.

E. Traffic Enforcement

The Police Department shall enforce traffic laws; investigate accidents, and direct safe movement of motor vehicles, bicyclists and pedestrians.

F. Public Service

The public relies upon the policies, assistance and advice of the Police Department in routine emergency situations. The Police Department shall respond for calls for service, aid or advise as necessary and or possible.

G. Use of Personnel

The Police Department shall develop personnel capable of providing the public with professional law enforcement.

H. Use of Resources

- I. The Police Department shall develop objectives which make efficient and effective use of its resources and plan for future public safety needs of the community.

J. Interdepartmental Cooperation

The Police Department shall continue to seek cooperative working relationships with other town departments and outside agencies.

Charge Statistics

	<u>Arrests</u> <u>Bookings</u>	<u>Complaints</u>	<u>Total</u>
A&B with Dangerous Weapon	1	2	3
A&B Police Officer	0	1	1
Abuse Prevention Order (Violation)	1	17	18
Alcohol (Drinking from Open Container in MV)	2	2	4
Assault	0	1	1
Assault & Battery	2	12	14
Assault with Dangerous Weapon	5	7	12
B&E Daytime for Felony	1	6	7
B&E Nighttime for Felony	2	1	3
Check, Forgery of	0	7	7
Check, Utter False	0	7	7
Conspiracy to Violate Controlled Substance Laws	0	2	2
Credit Card, Receive Stolen	0	3	3
Criminal Harassment	0	1	1
Dangerous Weapon	1	0	1
Defective Equipment – Exhaust	2	1	3
Destruction of Property - \$250, Wanton	5	0	5
Destruction of Property +\$250, Wanton	1	1	2
Destruction of Property, Malicious	5	0	5
Disorderly Conduct	3	1	4
Disturbing the Peace	2	0	2
Domestic Assault	2	0	2
Domestic Assault & Battery	18	2	20
Distribution of Class D Substance	2	0	2
False Impersonation & Identity Fraud	0	9	9
Forgery of Document	1	0	1
Indecent A&B on Person 14 or Over	0	3	3
Indecent Exposure	2	0	2
Larceny by Check Over \$250	0	7	7
Larceny by Check Under \$250	0	10	10
Larceny From Building	3	2	5
Larceny from a Person	1	0	1
Larceny Over \$250	3	6	9
Larceny under 250	3	3	6
Leaving scene of a property damage accident	2	0	2
License restriction, operates MV in violation	0	1	1
License Revoked- HTO	0	1	1
License Revoked, op MV without	0	1	1
License Revoked, op MV subseq. Offence	2	0	2

License Suspended, operating	2	8	11
Liquor, Person Under 21, Possess	3	10	13
Liquor, Person Under 21, Procure	1	0	1

	<u>Arrests</u> <u>Bookings</u>	<u>Complaints</u>	<u>Total</u>
Murder, Attempted	1	0	1
Negligent operation of a motor vehicle	13	8	21
Operating Under Influence Drugs	2	0	2
Operating Under Influence Liquor	12	4	16
Operating Under Influence Liquor – 2 nd . Offense	2	2	4
Operating Under Influence Liquor – 3 rd . Offense	1	0	1
Operating Under Influence Liquor – 4 th Offense	0	1	1
Poss. Class A Substance Subsequent Offense	1	0	1
Poss. Class B With intent to Distribute	4	0	4
Poss. Class C With intent to Distribute	1	0	1
Poss. Class D With Intent to Distribute	3	0	3
Possession Class A Substance	1	1	2
Possession Class B Substance	4	0	4
Possession Class C Substance	1	1	2
Possession Class D Substance	1	0	1
Possession Class E Substance	4	1	5
Possession of Child Pornography	1	0	1
Resisting Arrest	3	1	4
School Disturbance	1	7	8
Shoplifting	2	0	2
State Building Code Violation	0	1	1
Stop for Police, Failure	1	0	1
Threat to Commit Crime	1	6	7
Unauthorized Access to a Computer System	0	8	8
Wanton Destruction/Deface Property	7	10	17
Witness, Intimidate	0	3	3

POLICE INVESTIGATIONS AND ASSISTANCE
CRIMINAL AND NON-CRIMINAL

Alarms – Commercial	133
Alarms – Bank	27
Alarms – Municipal	61
Alarms – Residential	158
Ambulance Assistance	720
Animal Control Calls	303
Arrests – Operating Under the Influence Alcohol	20
Arrests- Operating under the influence of Drugs	2
Assault or A&B	21
Assist Elderly	34
Assist Other Police Departments	115
Breaking & Entering	39
Breaking & Entering Motor Vehicle	20
Bylaw Violation – Motor Vehicle	20
Bylaw Violation – Other	15
Bylaw Violation – Solicitor	9
Car Seat Inspections	88
Civil Complaints	64
Disinvitation Letters	21
Disorderly Persons	9
Disturbances	133
Domestic Disputes	101
Fights in Progress	7
Fire Assistance	369
Fireworks Complaints	17
Follow Up Investigations	292
Funeral Escorts	35
Gas Run Offs	10
Gun Shots Reported	20
Harassment	51
Identity Fraud	34
Indecent Exposure	2
Keeping the Peace	16
Kidnapping	1
Larceny	108
Larceny – Vehicle	17
Larceny by Check	19
Larceny by Credit Card	3
Larceny from Motor Vehicle	3

Lockouts (Motor Vehicle and Residents)	163
Missing Children	8
Missing Persons	5
Motor Vehicles Abandoned	4
Motor Vehicles Disabled	180
Mutual Aid – Fire	18
Mutual Aid – MetroLec	26
Natural Gas Leak	3
Neighborhood Disputes	19
Runaways	4
RUOK Alerts	16
Security Checks	1,315
Sex Offender Registration	5
Sexual Assault	8
Shoplifting	6
Sudden Death	5
Suicide Attempts	3
Suicide Threats	22
Suspicious Activity	262
Suspicious Persons	151
Threatening	30
Truancy	5
Unauthorized Use of Motor Vehicle	1
Utility Breakdowns	89
Vacation Checks	80
Vandalism	108
Warrants	129
Well Being Checks	98

Arrest	93
Protective Custody	50
Warrant Arrests	30

Property Stolen:	(Value in Dollars)	\$ 103, 349
Property Recovered:	(Value in Dollars)	\$ 20,283

License to Carry Firearms:	122
Firearms Identification Cards	26
Firearms Identification Cards (Mace)	7

Motor Vehicle Violations	1,018
Motor Vehicle Accidents Investigated (No Injury)	202
Motor Vehicle Accidents Investigated (With Injury)	51
Motor Vehicle Accidents Involving Animals	22
Motor Vehicle Accidents (Fatal)	0
Motor Vehicle Accidents (Leaving the Scene)	36
Motor Vehicle Accidents Reported (Not Investigated)	47

Respectfully Submitted:

Allen M. Tingley

Chief of Police

Report of Police and Fire Communications Department

I am pleased to submit the annual report for Police & Fire Communications Department for the year ending December 31, 2011. We strive to provide a professional and courteous service to the people of Medway in their time of need. We are proud of the service we provide and the relationship we enjoy with both the Police and Fire Departments.

The Communications Department is, in most cases, the first point of contact when the people of Medway need assistance from the Police and/or Fire Departments. We strive to continue our excellent relationship with both the Police and Fire Departments in order to provide the people of Medway the very best service possible. During the 2011 calendar year, there were over 13,000 incidents logged and processed as calls for service through the communications department. Additionally, 2,023 “911” calls were received and handled by this department.

The Communications Officers continue to keep up with the ever-changing technology by attending numerous hours of advanced training classes funded by an SETB, (Statewide Emergency Telecommunications Board). This year the communications officers will all attend EMD (Emergency Medical Dispatch) training which will assist the people of Medway when Medical Emergency situation arise. In FY 2013 the Communications Department received a \$31,000 Grant from the State 911 Department which will be used for salary and training reimbursement as well as upgrade in some office supplies.

Respectfully submitted,
William Boultenhouse, Lieutenant
Medway Police Department

Report of the Council on Aging

The Council on Aging is located at the Senior Center on Oakland Street. The Council on Aging is comprised of employees and volunteers who are dedicated to serving seniors and assisting them, their families and friends, with aging issues. Healthy aging is our goal at the Center, and we offer numerous exercise classes for people of all ages, including yoga, tai chi, strength training, aerobic chair exercise and zumba. We serve lunch two days a week and breakfast every Thursday. Weekly programs offered at the Center include bridge, cards, crafts, bingo, cribbage, quilting, knitting, watercolors, dominoes, poker and mahjong. We also offer monthly dinners, entertainment, health and educational seminars. Thanks to a grant from the MetroWest Health Care Foundation we continue to have a nurse 10 hours per week that we share with the Franklin COA, so we continue to offer weekly blood pressure screenings and blood sugar monitoring as well as evidence-based programs A Matter of Balance and My Life My Health. This year we offered a Weight Loss Challenge, an evening Retirement Series and introduced a brain-health program called Brain-e-ology, which was met with great success. We are open Monday evenings for senior activities, with rooms available for use by local groups and town boards. We are also open Sunday afternoons for bingo, and people come to use the library, treadmill and computers.

The Council on Aging continues to contract with GATRA (Greater Attleboro Taunton Regional Transit Authority). With this partnership the town is able to make four morning runs and 3 evening runs to and from the Norfolk MBTA Station, as well as transporting our seniors and disabled residents to medical appointments, grocery shopping and local errands. All of this is paid through the town's assessment to the MBTA and donations.

We have two Outreach Worker who keeps busy visiting home-bound seniors and helping seniors and families with any issues related to aging, which are getting more complicated as people are living longer and staying in their own homes. Our SHINE Volunteer is at the Center every week to help seniors with insurance and prescription concerns. We continue to work with Tri-Valley Services to provide meals on wheels to homebound seniors, homemaker services, respite care and other services for seniors. The Senior Center is also the site for citizens in town to apply for fuel assistance, and AARP prepares tax forms for seniors in the spring.

The Council on Aging runs the Senior Tax Abatement Program which allows 75 seniors in town to volunteer their services to various town departments to receive up to a \$1000.00 abatement on their property tax bill. This year senior volunteers worked at the schools, town hall, senior center, recycling center, library, police and fire department.

The Medway Council on Aging could not function as well as we do without all the wonderful volunteers we have. Contact us if you would like to volunteer. We can always use more!

Respectfully submitted,
Missy Dziczek, Director

Report of Department of Public Services

Vision Statement:

The Department of Public Services is responsible to the residents and businesses of Medway for the maintenance management of a public infrastructure that has been constructed over the course of the Town's history. This significant infrastructure consists of more than 100 miles of residential and urban roadway network containing; bridges, sidewalks, curbs, traffic signals, street lighting, guardrail fencing, surface and sub-surface storm water systems, sanitary wastewater systems, public water supply systems, and public shade trees. This infrastructure is the backbone of the community and contains many of the resources that all together can well define the overall quality of life in the community.

Mission Statement:

During recent years, the Town of Medway had the foresight to develop a plan whereby several disconnected utility departments would be combined into one unified and cohesive Department of Public Services. After a careful and considered process of review by the Town Administrator and the Board of Selectmen, a strategic reorganization of the Department of Public Services was proposed to Town Meeting. The purpose of the reorganization was to organize the Department into a program management structure that placed a greater emphasis on accountability and planning. An organizational structure has been developed that will provide the Town with an elevated level of customer service within a Department that promotes an effective, accountable and professional workplace.

Essentially, the Department is structured into five management programs that cover each of the major areas of accountability within the organization. Each program is headed by a professional manager who is responsible to the Director of Public Services for the planning and execution of their program's goals and objectives. The extent of the workload and the means by which the Department must accomplish its tasks has evolved dramatically over the ensuing decades. The modern DPS now functions within a limited staffing and budget environment and must therefore integrate technology into the operation to maximize the efficient use of these very limited resources. The DPS of today must also now function under very rigid regulatory oversight by local, state and federal agencies given primacy over the operation of right-of-ways, water, wastewater and stormwater systems as well as codes associated with buildings, work place safety and equipment operation.

Department Description:

The Department is organized into the following five programs: Administration and Finance, Engineering and Facilities, Environmental Services, Highway & Fleet Maintenance and Water & Sewer. The following section of this submittal will aim to describe the staffing level and functions of the Department's five program areas.

Administration & Finance:

The primary function of the staff within this division is to provide administrative and financial support to the numerous and varying Department programs as well as interact and actively participate in overlying Town initiatives. Each operational function of the Department's activities has an extensive administrative component which must be completed in a concise and controlled manner to ensure deadlines are met and that program milestones are achieved. Many of the Department's initiatives have associated financial and regulatory reporting requirements that produce violations or other negative ramifications when deadlines are not met or when reports are delayed or delinquent. It is the A&F Division's charge to ensure that all of the Department's administrative functions are conducted in a professional and timely manner. The positions included within the Administration and Finance Division are:

- Director
- Deputy Director
- Executive Assistant
- Program Administrator

This professional staff will be engaged in numerous administrative functions that provide for the organized, timely performance of activities such as:

Utility Billing
Water & Wastewater Administration
Solid Waste & Recycling
Electronic Personnel Time and Attendance Reporting
AP and AR Functions
Personnel / Labor Activities
Winter Storm Administration
Procurement (MCPPO)
Budget Preparation and Maintenance
Grant Administration (Chapter 90, TIP)
Customer Service
Emergency Management
Enterprise Accounting
Permit Management
Departmental Support Needs (Insurance, Training)
Legal Counsel

Communications
Information Technology

The following are substantial initiatives and projects performed during 2011 within the Finance and Administration Division:

WorkOrder Management System Development and Rollout
Electronic Time & Attendance
Automated Meter Reading
LifeLine Program
Water & Sewer Rate Study
Electronic Permit Issue and Tracking
Grants associated with Energy, Water Conservation, Roadway Maintenance
Geographic Information System Advancements
Solid Waste and Recycling Enhancements

Engineering & Facilities:

As a result of the Town making an active commitment toward upgrading and expanding its public infrastructure, numerous simultaneous projects are managed presently and further anticipated in the foreseeable future. The value of these projects is significant and is regularly measured in millions of dollars. The proper management of capital initiatives requires staffing resources that are charged with phased project oversight ranging from planning to beneficial use or a “cradle to grave” management approach. A missed deadline or distracted decision can negatively impact project finances to a significant magnitude. It is for this reason that the assignment of dedicated staff to manage these important projects is critical to their successful completion. Another significant component to this unit is the management of building and grounds maintenance for the Town’s eleven (11) public facilities. Work performed within this function area ranges from minor repairs to extensive reconstruction and rehabilitation of building structures. The positions included in the Engineering and Facilities Division are:

- Project Manager
- Craftsman
- Part Time Staff (2)

The following are the planned functions of staff within the Engineering & Facilities Division:

- ☐ Capital Projects
 - Administrative
 - Design & Construction Management
- ☐ Planning Department Development Projects
- ☐ System Impact Plan Review

- ☐ Construction Standards
- ☐ Water and Sewer Regulations
- ☐ Facilities Maintenance
- ☐ Procurement
- ☐ Grant Development
- ☐ Consultant Management

The following are initiatives and projects performed during 2011 within the Engineering and Facilities Division:

All Buildings

Run new Network lines for new time and attendance sytem at Highway & Water Facilities and Recycle Center
 Completed over 150 Work orders - All Town Buildings
 Snow removal at Building sidewalks- Town buildings
 Elevator test and inspection- State requirement
 Generator Testing-all buildings & well locations
 MIIA Insurance inspections - All buildings- walk-through and punchlist performance

Town Hall

New Roof
 Install Basement shelving
 Office renovations and add network lines
 Maintain Citadel Building Security Control
 New locks and keys for exterior-interior doors
 Clean carpets at Town Hall

Fire Department

New Office Built
 New phone and network lines
 Repair roof leak

Police Department

New vinyl siding
 Repair HVAC and Plumbing items

Highway

Renovate Office
 Demo wall in wash bay
 Built new asphalt cold patch roof
 Develop & maintain uniform contract
 Auction - Old Vehicles and Equipment

Water

New windows & doors-Populatic Well

New Variable Speed Drive pumps for Village Street and Industrial Park Wells

Senior Center

New attic exhaust

New shed built

Install new TV on wall

Repair egress doors

Install new electric heat trace wire at roof and gutter

Recycle Center

Build new Attendance Booth

Install Conduit and Cat 5

Lines

Install new flag pole, flood light and surveillance systems

Library

Install two new HVAC roof top units

Install new electric heat trace wire at roof and gutter

Install energy efficient light bulbs

Install new energy management system - DOER Grant

Thayer Homestead and Choate Park

Thayer RFQ Design - bid & interview

Thayer RFQ - OPM - bid & Interview

Remove old swimming dock pipes from Choate park

Town Wide

New paving & fence at Industrial Well

Install new door and frame Middle School shed

Fix 6 field lights lock box at Middle School

Assist Community Farm at 50 Winthrop Street with property improvements

Purchase signs for Green Community, Water Ban, Visitor parking

Repair Brundages Corner(Village St) sidewalk & drainage

Village Street Drainage

Environmental Services:

Within the Town structure, there are many programs and initiatives that are caused and supported by ideals associated with the proper stewardship of environmental issues. Included in this subject area is the management of solid waste collection and disposal, resource recycling and reuse, as well as the managed care and maintenance of the Town's parks and fields. The inclusion of the Department of Public Services in the Town's reorganization of function areas has resulted in the operational management of solid waste and recycling programs to be reassigned from the Board of Health to the DPW. This function area shall be charged with regular and bulk trash collection, organic waste disposal, recycling collection, household hazardous waste disposal, and solid waste education and enforcement. While the Department is well positioned to assume this operational responsibility, it will maintain reliance on the Board of Health for assistance with regulatory policy setting and enforcement. Included within the Division of Environmental Services is the managed care of the Town's fifty-five (55) acres of passive and active recreational areas under the jurisdiction of the Board of Park Commissioners. Also held within this unit is the oversight of the Town's Street and Shade Tree program managed by the Department's statutory Tree Warden designee. The positions included within the Environmental Services Division are:

- Operations Manager
- Supervisor
- Heavy Equipment Operator (1)
- Part Time and Seasonal Staff

The following are the planned functions of staff within the Environmental Services Division:

- ☐ Solid Waste Management
 - Board of Health
 - Contract Management
 - PAYT Bag Coordination
 - Curbside Collection
 - Hazardous Waste Disposal
 - Landfill Management
- ☐ Recycling Program
 - Federal & State Guidelines
 - Recycling Center
 - Public Outreach & Education
- ☐ Parks Programs
 - Tree Warden (Street Trees)
 - Field Care and Maintenance
 - Improvement Projects

Environmental Services staff operate and maintain Town open-space properties including:

Choate Park	Cassidy Complex	Oakland Park
Winthrop St. Park	Idylbrook Park	Senior Center grounds
North Street Playground	Garnsey Park (Village St.)	Leigh Memorial
Medway Memorial Square	Sanford Conservation Area	Medway Library grounds
High School Fields (grass)	McGovern School Field	Burke/Memorial School Fields
Middle School Fields	Water Dept. Grounds	Police Dept. grounds
Fire Stations 1 & 2 Grounds	Thayer House	Open Space Trail Network
Grand Army of the Republic War Memorial Park (Village)		

The following are substantial initiatives and projects performed during 2011 within the Environmental Services Division:

Rehabilitate North Street Playground
Tropical Storm Irene Response
Installation of “Big Belly” Solar Recycling Containers
Recycling Center Improvements
Amphitheatre Land Improvements

Highway & Fleet Maintenance:

This Division is responsible for the operation and maintenance of all public ways encompassing approximately one hundred (100) miles of roadway, consisting of approximately 280 lane miles. Maintenance of this transportation network includes all portions of Town right-of-way including roadways, sidewalks, stormwater drainage systems, street lighting, signage and traffic control devices. Daily work is scheduled and assigned based upon a balance between planned projects and customer service response. A majority of the Department’s heavy equipment is operated and dispatched from within this unit. As such, its activities are broad in scope and diverse in function. This division is responsible for the management of winter storm operations including the hiring of supplemental contract equipment services in accordance with the Town’s snow and ice policy and budget.

Supervisory staff within this division oversee personnel and material resources directed toward the maintenance of the Town’s fleet of vehicles and equipment. Activities within the Fleet Maintenance group include service to those units assigned to the Police, Fire, Ambulance, Council on Aging and Department of Public Services. It is understood that these divisions engage in continual operations and service to the Town twenty-four hours a day. As such, it is imperative that the core equipment utilized by these divisions remain operating at all times. Work is performed in accordance with local, state and federal

standards associated with emissions, fuel criteria, safety and operational protocols. Staff hold credentials allowing them to work on a full line of vehicles and equipment ranging from small engine repair, light duty equipment, medium rated vehicles to a full array of heavy equipment consisting of complex mechanical, hydraulic and electrical components. Preventive and regular maintenance is scheduled while emergency/reactive service is prioritized based upon the risk and consequence of equipment failure. Each approach is tracked and monitored utilizing a computerized workorder management system. The positions included in the Highway & Fleet Maintenance Division are:

- ☐ Superintendent
- ☐ Assistant Superintendent
- ☐ Principal Fleet Technician
- ☐ Fleet Technician
- ☐ Heavy Equipment Operator (5)

The following are planned functions of the Highway and Fleet Maintenance Division:

- ☐ Roadway and Sidewalk Operation, Maintenance and Improvements
- ☐ Stormwater System Operation, Maintenance and Improvements
- ☐ Winter Storm Operations
- ☐ Street Sweeping
- ☐ Pothole Repair
- ☐ Traffic Signals, Signs and Street Lighting
- ☐ Fleet Maintenance
 - Personnel Supervision
 - Budget Oversight
 - Planning / Scheduling
 - Certifications
 - Full Range of Skill Sets
- ☐ Departments – Equipment Served:
 - Public Services - 38
 - Police - 16
 - Fire - 13
 - Council on Aging -4
 - Schools – 5

The following are significant initiatives and projects performed during 2011 within the Highway Program:

Construct Improvements at Recycling Center
Paved Hill Street, Pond Street, Milford Street
Assisted with West Street detour associated with Bellingham culvert project

Investigated and provided short-term remedy at Lower Main Street Culvert
Constructed Rob Way Drainage System
Provided DPS response to Tropical Storm Irene
Constructed Ohlson Circle Drainage System
Rehabilitate Crosswalks TownWide
Provided Snow & Ice Response during demanding winter season
Performed site-specific pavement improvements at:
 Holliston Street
 Clover Lane
 Florence Circle
 Lincoln Street
 Mechanic Street
 Main Street
 Kenart Road
 Kimberly Drive
 Diane Drive

The following is a compilation of our most common 2011 Fleet Maintenance tasks:

82-“A” Services=Lube, Oil, Filter
22-“B” Services=Full Service
16-“C” Services=Chassis, Check over
17-Road Calls for breakdowns
5-Cooling system repairs
4- Exhaust repairs
11-Batteries replaced
12-Brake jobs
10-Steering/Suspension repairs
75- Tires replaced
140- General Service repairs logged
39-Vehicles checked and passed state inspection
37- Vehicles inspected for snow plowing (sub contractors)

The following are significant process improvements implemented:

Nine Standby Generators assessed and covered on a new contract.
Three large six wheelers and 4 snow plows sand blasted and painted.
Reconfigured and Optimized storage and shelving areas
Reorganized Tire Inventory area
Fleet Maintenance Program Evaluation performed
Overhauled sheet-metal inventory container - built shelving for our heavy snow plow parts and organized the steel within.
Installed bulk oil delivery/pump system

Redesigned and implemented new shop air system to accommodate more access ports
Updated our hydraulic hose making area to include new storage bins, upgrade hose crimping pump, two new side tables and a new hose chop saw
Replaced Plasma Cutter, A/C Recovery/Recharge Machine & Tire Balancer

Water and Sewer:

The Water and Sewer Division is charged with the operation and maintenance of the Town's water supply, water treatment, water distribution and wastewater collection systems. This entails oversight of the system's pumping and treatment facilities located at four (4) drinking-water well sites. Being a groundwater system, the Town treats its raw water with the addition of sodium fluoride for dental health, lime for corrosion control and sodium hypochlorite for disinfection. All of these treatment processes require daily manual monitoring by certified staff as well as with the Department's recently installed Supervisory Control and Data Acquisition (SCADA) system. Drinking water is pumped to two (2) water storage tanks having a combined capacity of 2.8 million gallons.

The wastewater system is comprised of approximately forty-four miles of gravity sewer that discharges into the treatment facility operated by the Charles River Pollution Control District. Through its recent sewer extension project, the Department now operates and maintains a sewer pump station located in the Trotter Drive Industrial Park area.

The geographic disbursement of these complex and dated systems throughout the Town's eleven square miles creates a particular challenge to the relatively small Water and Sewer Division. The general deferment of capital investment in these systems during recent decades is cause for an infrastructure which demands high levels of maintenance and attention. Fortunately in recent years, Master Plans have been conducted which identify infrastructure needs based on the risk and consequence of failure. Through the use of advanced technology and thoughtful prepared scheduling of human and equipment resources, the Water and Sewer Division is able to meet the needs and demands of its diverse systems while providing residences and businesses with the highest level of customer service possible. The positions included in the Water and Sewer Division are:

- ☐ Superintendent
- ☐ Assistant Superintendent
- ☐ System Operator (4)

The following are the planned functions of staff within the Water and Sewer Division:

- ☐ Wastewater Collection
 - Pump Station Operation & Maintenance
 - Sewer Repairs & Inspections
 - Inflow & Infiltration Surveys
 - Charles River Pollution Control District Reporting
- ☐ Water Supply and Distribution
 - Treatment
 - ☐ Disinfection
 - ☐ Corrosion Control
 - ☐ Fluoride
 - Sampling and Lab Analysis
 - ☐ MASSDEP Reporting
 - Regulations
 - ☐ Disinfection Byproduct Rule
 - ☐ Groundwater Rule
 - ☐ Lead & Copper / Total Coliform Rules
 - Meter Reading and Repair
 - SCADA
 - Leak Detection
 - Main Line and Service Pipe Repair
 - Customer Service
 - Valve Exercising
 - Flushing
 - Hydrant Maintenance & Inspection

The following are significant initiatives and projects performed during 2011 within the Water and Sewer Programs:

Department Wide Project Support:

Highland Tank
Sewer II Study
Populatic Well Rehabilitation
Variable Frequency Drives installed at Village and Industrial Wells
Paving Support (Milford & Pond Streets)
Automated Meter Reading Support
Emergency Response Support (Snow & Ice – Tropical Storm Irene)

Water Program Statistics:

Inspections

Water - 33

Sewer – 27

Water Breaks – 30

Curb Repairs – 95

Meter Replacements – 50

Hydrant

Repairs - 21

Replacements -3

Sampling Stations installed – 3

GPS – Hydrant Coordinates

Town wide water main flushing

Sewer Program Statistics:

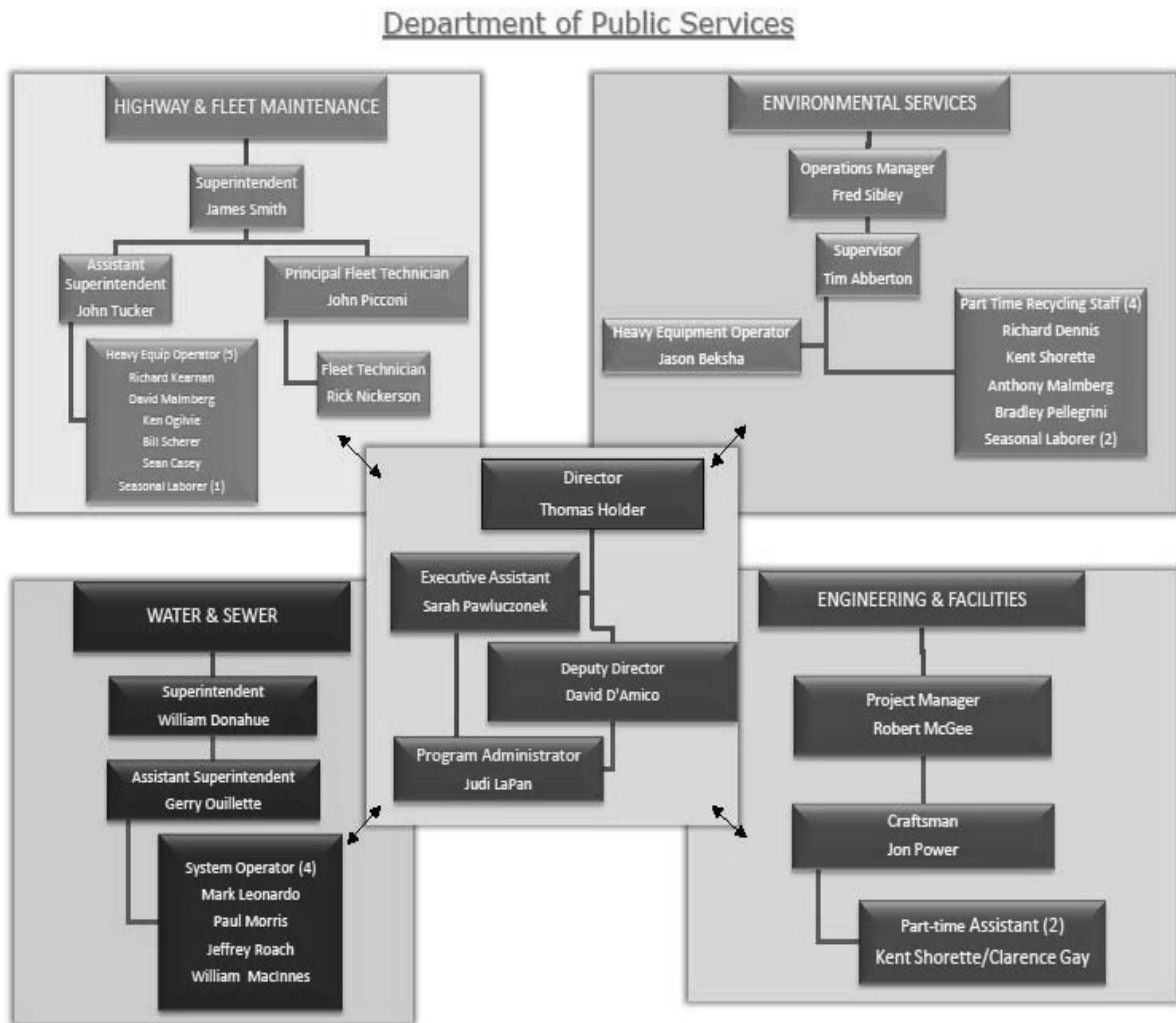
Backups - 3

Sanitary Sewer Overflows - 1

Annual Manhole Inspections (Townwide)

Manhole repairs – 2

Organizational Structure:



FY 2011 MAJOR INITIATIVES & ACCOMPLISHMENTS:

- Replace Highland Street Water Tank
- Recycling Center Improvements
- Perform Fleet Maintenance Operation Evaluation
- Assist in obtaining Green Communities Energy Grant
- Complete the installation of the Automated Meter Reading system
- Installed Variable Frequency Drives at the Oakland and Populatic Stations
- Fire hydrant inspection and maintenance
- Directional Flushing of Water Distribution System

- Cross Connection survey, testing and recording
- Reduction of drinking water disinfection levels
- Design West and Main Street Water Main Replacement
- Assist with Thayer House preliminary design
- Replace water meters and install an automatic reading system
- Complete all scheduled road paving work
- Perform major renovations in Town Hall
- Assist in efforts to become a Green Community
- Complete Route 126 Reconstruction Project
- Improve MUNIS functionality and integration
- Begin GIS mapping of storm water system
- Held Household Hazardous Waste Day
- Negotiated Water Management Act Permit

FY 2012 MAJOR INITIATIVES AND ACCOMPLISHMENTS

- Begin work with FEMA to design Brentwood Drainage Improvements
- Perform Stormwater system improvements as mandated in MS4 Permit
- Village Street Drainage Improvements
- Brundages Corner Roadway/Sidewalk/Drainage Improvement Design
- Village & Lovering Street Sidewalk Improvement Design
- Execute New Solid Waste and Recycling Contract
- Construct West & Main Street Water Main Replacement
- Recycling Center Program Enhancements
- Perform Annual Roadway/Sidewalk Improvement Plan
- Performed Water/Sewer Cost of Service Study
- Town Hall Roof Repaired/Replaced
- Reach 25% design for Route 109 Reconstruction Project

FY 2013 GOALS & INITIATIVES

- Village Street Drainage Improvements
- Construct Brundages Corner Roadway/Sidewalk/Drainage Improvements
- Construct Village & Lovering Street Sidewalk Improvements
- Construct West & Main Street Water Main Replacement
- Perform Annual Roadway and Sidewalk Improvement Plan
- Perform Stormwater system improvements as mandated in MS4 Permit
- Achieve 75% design for Route 109 Reconstruction Project
- Continue construction of Brentwood Drainage Improvements
- Implement Integrated Water Resources Management Program

Performance Measures/Indicators

Public Services project schedules are characteristically impacted by many factors including seasonal weather conditions, funding availability such as grant and loan parameters as well as logistical sequencing. The above listed initiatives and goals are conducted and planned respectively with the understanding of these expected governing factors. Construction projects are tracked and measured by completion milestones while administrative and process improvements have an assigned value or judgment based upon gained efficiencies and usability.

Budget Policy Impact

In our efforts to submit an FY13 budget which is level funded to the budget submitted for FY12 there were a number of items that were deferred to a later budget period. Those deferred projects and purchases are itemized in the Department's Budget Impact Worksheet. Many of these items are associated with public facilities repair and maintenance, public way enhancements as well as vehicle equipment and attachments. One standout program that has been underfunded is Stormwater Management. Through recent meetings and conversations with environmental regulators, it is understood that Medway's Phase II Stormwater permit will be issued Fall 2012. As an extension of the Town's Phase I permit, this anticipated permit will include mandates for substantial stormwater infrastructure inventory controls and water quality discharge limits. These mandates are known to require extensive engineering analysis, field work, system improvements and reporting submittals. Permit compliance requirements will impact several subsequent budget periods and will more than likely become an annual endeavor.

In preparation for the anticipated permit requirements, the Department has been accepted for State Loan funding for an Integrated Water Resources Management Plan which will aim to provide the necessary response to this Phase II permit criteria.

In conjunction with Town groups such as the Parks Commission and Open Space Committee, the Department intends to participate in facilitating enhancements to Town open space areas such as parks and trails. Future funding of feature improvements to these Town assets will provide better community recreation amenities, foster a sense of pride amongst Medway's residents and continue our efforts to demonstrate the Town's commitment to these public areas.

Respectfully Submitted:

Thomas Holder | Director
Department of Public Services

Report of the Medway Energy Committee

The Medway Energy Committee (MEC) was formed in Jan 2010 to advise and support the Town of Medway on decisions related to town wide energy usage and how to reduce Medway's carbon footprint. During 2011 the MEC continues to concentrate on collecting and vetting Medway's energy use and supporting various initiatives to reduce Medway's dependence on fossil fuels and carbon footprint to meet our Green Community goal of a 20% energy reduction by 2014.

As a 2010 member of the Massachusetts Department of Energy Resources (DOER) Green Community program Medway became eligible to apply for a Green Community grant. The Energy Committee supported the town's January 2011 application process to help define projects for use of grant monies. Medway received a DOER Green Energy Grant in August, 2011 for \$158,500. Work has begun on the grant funded projects to: upgrade the Library's HVAC controls, replace windows at the Water Department, upgrade several water pumps with Variable Frequency Drives (VFDs), perform energy audits to identify energy savings in the Fire Stations, Town Hall, Senior Center, DPS Garage, and Police Station and implement the identified savings with any monies remaining in the grant. Also, the grant provides funding to replace ~700 lights in the Town Hall with LED lights and place Anti-Idling devices in selected town vehicles. These two projects are currently under review as additional information received about these projects raised several questions relative to their practical implementations as stated in the grant.

Over the course of 2011 the Energy Committee established the state sponsored Massachusetts Energy Insight (MEI) database as Medway's repository for all of the town's energy data. In addition to the data collected automatically by the MEI database, the Energy Committee established a methodology to input manual data from municipal and school non-MEI accounts (solar electric, oil, gasoline/diesel fuels and propane) on a quarterly basis to provide a single repository for all of Medway's energy data. The Energy Committee is using the data captured in the MEI database to track the town wide energy savings achieved throughout Medway including the energy savings captured by the Medway Public Schools (MPS) from the recently completed Trane ESCO Project. An analysis of this data is showing that Medway has reduced its energy utilization by ~ 6% from the baseline year of FY2009 even though FY2011 was ~4% colder than FY2009. In addition approximately 1% of the electricity used by Medway now comes from the two Solar Panel systems installed on the High School (a 132 kW system) and Middle School (a 386kW system) buildings.

At the end of 2010 the committee procured several Kill-A-Watt meters and established a program in conjunction with the Medway Library to loan out this equipment to Library patrons. Thus far approximately 32 town residents have taken advantage of this program.

The committee has investigated and supported initiatives by Medway's municipal and school departments to reduce our town's energy use. The Energy Committee has supported the investigation of several municipal opportunities for reducing Medway's energy uses and expenses. During 2011 Medway was approached by two private, to be constructed, Solar Energy Generation vendors, Holliston's Renewable Energy Massachusetts LLC a 2 MW solar facility

and Bellingham's Kearsarge Solar a 6MW solar facility, offering Medway the opportunity to purchase discounted solar energy. While the Holliston Solar vendor did not materialize as an opportunity for Medway, the Bellingham Solar project is still being evaluated by Medway and the committee. The Kearsarge Solar facility has a potential of reducing Medway fossil fuel energy use by ~50% and save Medway ~10% of its energy costs over the next 20 years.

The Energy Committee is also reviewing the impact of the Middle School Repair project currently in process. Committee member are consulting with the Middle School Building Committee to identify and track the savings to the Middle Schools energy consumption that the replacement of windows and upgrading the heating boilers will have on the schools energy use.

In addition the Energy Committee has participated in reviewing and advocating for several energy related grant programs offered by the DOER or Massachusetts Area Planning Council (MAPC) organizations. The MAPC has offered grants for a Shared Town Energy Resource Manager, Local Energy Action Program (LEAP) and a residential Thermal Imaging project, while the DOER, partnered with the Clean Energy Center (MassCEC), is sponsoring a Solarize Mass Pilot Program. Most of these programs are scheduled to be awarded in 2012.

Furthermore, the Energy Committee has supported other communities with their energy related requests for information and support on the progress of Medway's energy activities. Both the Vermont Energy Collection and Canton, MA Energy Committee contacted Medway's energy Committee with questions on our activities.

As 2011 comes to a close, a review of the committee's activities by the Board of Selectmen (BoS) is initiating a change to the committee's membership makeup. The current committee is comprised of nine residential volunteers appointed by the BoS. Due to the committee's integral working with the municipal and school departments over the last year the BoS is recommending a change to the membership to include one member each from the Board of Selectmen, Planning and Economic Development Board (PEDB) and Medway School Committee. The reconfiguration of the committee will now include four residential volunteers, appointed by the BoS and three members from Medway's elected officials. These additions to the committee membership will further integrate energy opportunities discussed by the Energy Committee with the active town leadership to encourage town wide energy conservation efforts.

The committee would like to thank Dave D'Amico from the Department of Public Services and Suzy Affleck-Childs and Fran Hutton-Lee of the Planning and Economic Development Board for their many contributions to this committee and Medway's conservation efforts.

The Medway Energy Committee continues to encourage Medway residents to educate themselves on the opportunities available to reduce their energy usage and carbon footprint in both their personal and community activities.

Respectfully submitted,
Frank Faist
Chair Medway Energy Committee

Report of the Medway Housing Authority

The Medway Housing Authority held its Annual Meeting on June 8, 2011. The following members were elected: Michael Matondi, Chairman; Robert Ferrari , Vice Chairman; Mary C. O'Leary, Treasurer; Helen O'Donnell, Assistant Treasurer; Alison Slack, Member.

Highlights of the 2011 Year Include:

1. Audits revealed no findings.
2. Award of \$115,000 for Site Improvements at the H.U.D. Development.
3. Replacement of Mahan Circle Window Casements began in December.
4. Annual Cook-out for all tenants at Kenney Drive, Lovering Heights and Mahan Circle held in August.
5. Plans to connect Kenney Drive to Town Sewerage approved by State and Town.
6. Prepared the State Capital Planning System for approval by the State.

The Authority appreciates the continued cooperation of all the Town Boards. Their help allows us to maintain the level of necessary assistance to all of our tenants. We are thankful to the volunteers who maintain the Food Pantry.

People interested in living in our units are encouraged to call the Management Office at 508-533-2434 to obtain Eligibility Guidelines. The Authority meets regularly at its Management Office on the second Wednesday of the month at 1:00 p.m. The public is invited to attend its meetings

Respectfully submitted,
Michael Matondi
Board Chairman

Report of the Medway Public Library

Medway Public Library is an indispensable part of the community, recognized as an essential and reliable partner in the delivery of information resources, education, self-advancement, and recreation for all ages.

Medway Library has 4851 registered borrowers. On average, every week we serve 1300 people of all ages, handle 66 reference requests, host 86 public computer internet users, and circulate nearly 2100 items. We host a diverse mix of Library-sponsored programs, art shows, Scout troops and other community groups, sport signups, theatrical performances, Community Education classes, story times, and meetings of town boards. In response to patron requests, we now have museum passes, funded with donations from individuals and local banks. We also added an inexpensive online museum pass reservation system to streamline processing while improving patron service. The Library's collection contains over 75,000 volumes, including books, magazines, audio books, CDs, DVDs, and eBooks. Thanks to our Library certification, Medway residents enjoy borrowing privileges for over six million items in person and through inter-library loan.

The Library's electronic presence includes a wide range of electronic resources and services reached from the Library's medwaylib.org website. These include access to eBooks and downloadable audio books provided by the Minuteman Library Network, and both in-library and remote access to many databases provided not only by Medway Library but also by the Massachusetts Board of Library Commissioners and the Minuteman Library Network. These resources include full text journal articles, reference and job search resources, and area newspapers. The library catalog interface provided by Minuteman offers patrons an easy way to: find materials; reserve books, audio books, CDs, videos, DVDs, eBooks, downloadable audio books, and games; renew items; and pay fines and manage library accounts online. E-commerce allows patrons to use credit cards to pay fines via computer at any time. The Library's strong technology infrastructure gives patrons access to the catalog, interlibrary loan, office software products, online networks, and databases, and connects them with other people around the world.

The Library is equipped with a self-checkout station, a photocopier machine, a high quality public printer, a fax machine, a scanner, and 10 public Internet access computers. Wireless technology, introduced a few years ago, extends services to a new cadre of users equipped with their own laptops and other digital devices. For five days following the hurricane, the Library's resources played an even larger role when the Library opened at 8:30 am for Internet use, charging electronics, and bathrooms for patrons without power at home.

As of September, the Library is now open 36 hours a week, with expanded hours (10AM-8PM) on Mondays. Circulation at the Library has increased by 8.4% for the period September-November of 2011, compared to the same months of the previous year. Two full and five part-time staff (including the part-time Acting Director) serve the public.

Our summer reading program delighted 179 children. The Medway Cultural Council funded the Creature's Teachers program, a family music night, and a Poi workshop. Well over 100 people attended these programs and a program with Penny the Therapy Dog. We worked with Simmons

College Graduate School of Library and Information Science to host a wonderful volunteer summer intern, who held six Summer of Science programs in conjunction with 4-H, and 10 story times for toddlers and preschoolers. Library staff worked with the Senior Center to start a monthly book group there, leading the first three meetings. We also coordinated with the Holliston Public Library on the launch of a Medway-friendly morning book group in Holliston.

The Library's Fiscal Year 2011 and 2012 budgets allow us to meet the minimum Hours Open Requirement and the Municipal Appropriation Requirement, but that alone is not sufficient for certification. At this level, we need to spend approximately \$25,000 from donations and \$8,000 from State Aid to meet the material (books, etc.) requirement. We also spend nearly \$4,000 from Aurelia Tuchinsky's bequest fund, to pay for additional maintenance costs and Monday's additional hours. Library use nationwide by people economically impacted by the recession (over 1/3 of families) has increased by 37%, and we are working hard at finding ways to provide sufficient resources community-wide. We must address the needs of all of our patrons, by adding more services for children and seniors, career assistance programming and materials, and more open hours for access to Internet computers.

Many of our programs are organized and funded by the Friends of the Library. In addition, most of our donations come from the Friends. Donations also come from individual donors, bequests, local businesses, and fundraisers. We are very grateful to everyone who has donated to the Library. Donors of at least \$1,000 are honored on our "Bibliophile" plaque. We are also very grateful for our dedicated staff and volunteers, and for the continued support by our patrons. Please visit and tell us how we can make the Library even more useful and relevant for you.

Medway Library Total Collection Size (FY11)	75,006
Newspaper and Magazine subscriptions (FY11)	83
Number of Registered borrowers (FY11)	4,851
Circulation Transactions	110,769
Digital audiobook downloads	604
Ebook downloads	549
Interlibrary Loans (FY11)	32,408
Attendance in Library (visits)(FY 11)	67,140
Number of reference transactions(FY 11)	3,430
Number of children's programs held	69
Total attendance at all children programs	606
Participation in the summer reading program	179
Total number of persons volunteering(FY 11)	42
Number of hours volunteered (FY 11)	1,551
Users of public Internet computers during a typical week (FY 11)	86
Total number of hours the Library is open per week	36

Respectfully submitted,
Medway Board of Library Trustees & Acting Director Margaret Perkins

Report of the Sunshine Group

Once again the Sunshine Group, formerly known as Camp Sunshine, had a wonderful summer. We meet at the Senior Center on Oakland Street, and have access to the playground at Oakland Park. Our program has grown over the years. Last summer we had 65 children and a staff of about 25, with several volunteers and CITs (counselors in training).

Each week we pick a theme and then create projects, stories, arts and crafts, field trips, sign language and songs to enrich that theme. One of our themes was "Hollywood", and the children made costumes, wrote plays or "movies", played a celebrity charades game, walked the red carpet, sang like rock stars, took a trip to Boston to see a puppet show, and then swam like mermaids at the Milford Pool.

Our main focus is socialization (I feel strongly that children need to play), but of course there is learning going on all the time, just not at a desk or in a classroom. The children read, write stories, calculate, experiment and create. They develop self-confidence with each successful project and game.

All children who have special needs, and others, are welcome to join us each summer. We service children from ages 3 to 22. Because we have such a diverse population, our program is separated loosely into three sub-separate programs; ages 3-8, 9-12, and our CITs, which is a group of children, aged 13-22, who may have special needs, and have often been with The Sunshine Group for several years, and are now interested in helping out with the younger children in the program.

Our staff is an excellent group of teenagers and young adults from Medway that are interested in working with children. Many have gone on to college to become special needs teachers. They work hard, and are dedicated to making this summer experience special and memorable for each child. Many return year after year to work in the program.

The Sunshine Group is an exciting program, serving many of the special needs children in our town. It is in its 40+ th year. We are very proud to be part of a program unlike any other. It is a program that, hopefully, will continue for many more years.

Respectfully submitted,
Barbara Ohanian, Director

Report of the Veterans' Services Department

Your local Veterans' Service Officer is committed to assist our needy veterans and dependents, with the same concern and compassion that the Commonwealth of Massachusetts Executive Office and the Massachusetts House and Senate had when aid and assistance programs for our veterans were first established in the Commonwealth in 1861.

Many reforms and changes have been made to improve the delivery of services. Today, with the continued support of the Commonwealth and its legislators, your Veterans' Service Officer is meeting the needs of our former service personnel.

Your Veterans' Service Officer administers many varied entitlement programs and for this reason, your local Department of Veterans' Services is considered a one-stop center.

In addition to the duties to aid, assist and advise, as stated in Chapter 115. Massachusetts General Law, your Veterans' Service Officer Counsels, files claims, and explores every avenue leading to the resources and revenue available for the veteran. The veteran or dependent of the veteran must be motivated to realize and be aware of his or her own assets. Where rehabilitation may be required, proper attention is given to that need, while treating the veteran or his dependent with dignity and courtesy. Our services to veterans and to their dependents are a record of which we are proud.

Your Veterans' Service Officer will continue to meet his responsibility to the taxpayer with diligence, keeping in mind that monies received from other resources will reduce the financial responsibility to the Town.

Major changes in Massachusetts General Law, Chapter 115, affecting all veterans within the Commonwealth of Massachusetts include:

1. We now have two State cemeteries - located in Agawam-Winchendon.
2. Reimbursement to cities and town, 75%.
3. Reimbursement to each city and town 100% for training programs for veterans service officers.
4. Increase in real estate tax abatement for certain disabled veterans.
5. Granting surviving spouse of certain disabled veterans the same real estate tax abatement that the veterans received while alive.
6. Increased annuity payments to \$2,000.00, including all 100% disabled veterans, gold star parents and gold star spouses of eligible deceased veteran's, c 115, sec 6a, 6b, and 6c.
7. An increase in Burial Allowance to \$2,000.00.
8. Peacetime Veterans now qualify for c115 State Benefits.
9. Established and funded a Women's Outreach Program.
10. Welcome Home Bonus - c130 Acts of 2005 - \$1,000.00--\$500.00.
11. Compilation of all veterans of all wars.
12. Established veterans web site

My thanks to the Board of Selectmen for their understanding of the needs of veterans and for their continued support to insure that those Veterans Service Department's justifiable monetary benefits are met. The Department of Veterans' Services and the Town will continue to fulfill the needs of those who served.

The Department of Veterans' Services will continue to provide service to our Veterans and their dependents, being aware of the fact that our services have constantly increased. It is, therefore, necessary to emphasize the quality of services and continue with our best effort to maintain an efficient and economical Veterans Assistance Program.

Respectfully submitted,
Anthony J. Mastroianni
Director (Retired 11/30/2011)

Report of Community Preservation Committee

Chapter 267 of the Legislative Acts of 2000 created a new statute, Chapter 44B of the General Laws, known as the Community Preservation Act. This local option statute authorizes a municipality which votes to accept it to impose a real estate tax surcharge to raise money for three purposes related to community preservation: open space/recreation, historic preservation and affordable housing. In addition, the statute provides for state government's payment of matching funds to participating municipalities. All funds must be held in a special local municipal account: the Community Preservation Fund, and may only be expended by the municipality for one or more of the three purposes set out in the statute. The statute further requires that a participating municipality establish a local committee, the Community Preservation Committee, to study local preservation needs and to make recommendations for allocation and expenditures to the local legislative body. The Committee's authority is limited to making recommendations; only the local legislative body, in Medway's case: Town Meeting, may actually allocate and expend funds. However, in any given year, at least ten percent of new funds must be allocated and reserved, if not expended, for each of the three statutory purposes.

The Town of Medway was one of the first communities in Massachusetts to accept the Community Preservation Act; voters did so at a Special Town Meeting in April 2001. Pursuant to the statute, the Town also adopted a local bylaw creating the Medway Community Preservation Committee; the Committee presently consists of seven members: representatives from five town boards: Planning, Conservation, Parks, Historical, and Affordable Housing, and two citizens at large.

CPC members continue to take seriously their role as stewards of Medway's Community Preservation Fund with the result that the fund balance after the most recent land acquisition still exceeds three million dollars; almost half of this amount represents matching state funds received annually since the CPA's local adoption. In making its recommendation to voters, the present CPC has tried to strike a balance between making expenditures for relatively small preservation projects and minor land acquisitions and saving the balance of funds for major projects and land acquisitions which may present themselves in the future. To this end, the CPC has been working actively with the Open Space Committee to identify desirable parcels for acquisition.

As documented in prior years' reports, efforts are ongoing to rehabilitate and identify productive use(s) for the historic Thayer property at 2B Oak Street in West Medway acquired by the Town with Community Preservation funds in 2004. During the last year, the Thayer Redevelopment Committee worked with a design firm to develop a conceptual plan for reuse; this includes rehabilitation of the existing house for an upstairs caretaker's apartment and downstairs small meeting space, and the construction of an addition to both support outdoor functions and activities (public bathrooms, kitchen facility) and serve as an indoor function and community meeting space. Voters at the Fall Special Town Meeting saw a presentation and unanimously voted funds to enable the Town to proceed with the next steps in the project: procuring the services of an Owner's Project Manager (OPM) to provide oversight and assistance for the project and a design firm to develop schematic designs to enable the Town to

evaluate properly the scope and cost of the project. An OPM firm has already been selected and it is anticipated that a design firm will be selected shortly; thereafter, a schematic design plan should be generated in time to present to voters for their consideration no later than this year's Fall Town Meeting.

Both productive reuse of the property and rehabilitation of the residence at 50 Winthrop Street continues. The Medway Community Farm completed another successful growing season and is seeking to expand its operations. A new roof has been installed on the existing residence and students from Tri-County Vocational High School continue to work on repair and replacement of the systems and other structural elements.

During this past year, the Town took action to implement the third prong of the Community Preservation Act creation of community (affordable) housing. The newly-formed Affordable Housing Trust, a Town of Medway governmental body, worked with a consultant to develop a business plan and then submitted a request to transfer a portion of the retained affordable housing set-aside funds in the Community Preservation Fund, \$433,000, to the Affordable Housing Trust, as authorized in the Community Preservation Act. After many meetings, the Community Preservation Committee voted to make a positive recommendation to voters at the Annual Town Meeting, as did both the Board of Selectmen and Finance Committee, subject to the execution of agreement between the Trust and Board of Selection and Community Preservation Committee to provide oversight of expenditures. Voters at the Annual Town Meeting unanimously approved the transfer, the parties executed the agreement, and the Affordable Housing Trust began implementing its business plan (see: separate report of Affordable Housing Trust, herein).

There continues to be discussion, in light of ongoing difficult financial times, of reducing the current three percent CPA real estate tax surcharge. The CPA continues to strongly oppose this proposal for three reasons. First, until adoption of the CPA, Medway had done little to protect undeveloped land or historic properties due to a perceived lack of funds; by adopting the CPA at the maximum surcharge percentage, the Town has been able to accumulate, on a continuing basis, significant funds for this purpose. Second, only those communities which have adopted the maximum three percent are entitled to receive the maximum amount of state matching funds: beginning with f.y. 2009, the state has collected insufficient funds to provide 100% matching payments to all CPA communities. Because Medway was one of the communities to have adopted the maximum three percent, it has annually received additional distributions of state funds which have significantly increased the state match above the base distribution amount; in f.y. 2012, Medway received an additional distribution of almost \$63,000. Thirdly, since the three percent is merely a surcharge on individual tax bills rather than on the tax rate, the individual assessment is small: in many cases, less than one hundred dollars. As an example, on a property currently assessed at three hundred fifty thousand dollars, the annual CPA assessment is only \$131.10. ($\$350,000 \text{ less } \$100,000 \text{ CPA exemption} = \$250,000 \times \$17.48 \text{ per } \$1,000, \text{ f.y. 2012 municipal tax rate} = \$4,370.00 \text{ (net tax subject to surcharge)} \times .03 \text{ (CPA surcharge)} = \131.10). This amount is paid in four equal quarterly installments, and amounts to less than \$11 per month. This small individual assessment has already permitted the Town to make some significant property acquisitions and ensures that the Town will be able to continue to do.

Finally, legislation continues to be pending (again re-filed in current Legislative Session) which would amend the Community Preservation Act in several ways beneficial to Medway and other suburban communities: increased funding mechanism to ensure a minimum state match of 75% annually, and broadened local authority to permit expenditure of CPA funds to rehabilitate and improve existing recreational facilities.

We urge the residents of Medway to continue to support the Community Preservation Act as currently adopted.

Respectfully submitted,
Community Preservation Committee

Report of the Historical Commission

The Thayer Home Place Preservation Project, 2B Oak Street

Mark Wilcox and Robert Pomponio were appointed to serve on the Thayer Home Place Development Commission (THPDC) by the Board of Selectmen to continue to work on a plan for the use of the Thayer Home Place at 2B Oak Street. The THPDC received bids from several architectural firms outlining their conceptual visions for the property, all of which had extensive experience working with historic properties. The THPDC selected Davis Square Architects of Somerville, MA, to create a conceptual plan for the Board of Selectmen for the restoration and development of the property. Their final plan was presented at the Fall Town Meeting (see below). An application was submitted to the Massachusetts Historical Commission, by the Medway Historical Commission to seek National Historic Site status for the Thayer Home Place.

Town Meeting Warrant Articles in 2011

November 14: The Board of Selectmen requested from CPA funds \$150,000 to retain the services of both a schematic design firm and a professional project manager for the Thayer Home Place Development Concept as outlined by Davis Square Architects. The THPCD presented a Powerpoint presentation showing the planned project. The article was approved by the Town. This allows the Board of Selectmen, in conjunction with the Community Preservation Committee, to enter into the hiring of an Owner Project Manager and an architectural firm to generate the construction plans and project cost estimates.

Historic Districts

The Commission has been working on a standardized application form for homeowners in our two historic districts to complete if they wish to place historic plaques on their homes. We will finalize this process in 2012.

Evergreen Cemetery

The Historical Commission and HC member Mark Wilcox notified the Town on several occasions in 2011 that a tree in the historical section has grown partially around a headstone and is in danger of falling, damaging more headstones or even visitors to the cemetery. The tree should be removed, but no action has been taken by the Town or the tree warden.

Demolition Applications

Several applications for demolition were made to the Town by property owners, and two required public hearings. The hearing for the house at 188 Main Street, which is in the Rabbit Hill Historic District, was held September 8, and the house was determined to be a preferably preserved historic structure. Therefore, a nine-month demolition-delay period was invoked. The hearing for the property at 26 Milford Street was held October 13. It was determined that it was not a preferably-preserved historically significant building, and no delay was imposed.

The bylaw under which the previous actions were taken follows:

(Laws of the Town of Medway, Article XVII, Section 17 [revised May 2003]: "the Town Clerk shall forthwith transmit copies of each duly filed Notice of Intent to Demolish [A HISTORICALLY SIGNIFICANT BUILDING, as defined below] to the Commission and the Inspector of Buildings . . . 'Historically significant building'—any building or portion thereof that is over 100 years of age and . . . historically significant . . . because:

(a) *It is listed on the National . . . (or Massachusetts) Register of Historic Places;*
(b) *It is subject of a pending application for listing in the National Register of Historic Places;*
(c) *It is within any historic district;*
(d) *It is importantly associated with . . . historic persons or events . . .;*
(e) *It is historically or architecturally important . . . by itself or in the context of a group of buildings...*
(Within defined time frames) . . . unless the building is determined not to be historically significant, the Commission shall hold a public hearing (and) file a written determination (whether) the demolition . . . will be detrimental to the . . . Town. (If it is determined to be detrimental to the Town), . . . no demolition permit may be issued for at least nine months . . .

Properties demolished this year were the house at 34 Milford Street and the old red barn at 2 Coffee Street.

Other Projects

Member Mark Wilcox continues to work with students and teachers on Medway history projects. Members from several other Boards and Committees attended HC meetings during the year to discuss issues of interest to the Town of Medway as a whole such as open space; who has responsibility for maintaining parcels of land purchased by the Town; new adaptive use overlay district; plans for Medway's 300th Anniversary.

The operating budget of the HC was \$325 for Fiscal Year 2011.

Personnel: Officers are: Chairman-Robert Pomponio, Ph.D.; Vice-Chairman-Marian Pierre-Louis; Treasurer-Grace Hoag; Clerk-Jeanne Johnson; CPC Representative-Robert Pomponio. Mark Wilcox and Donna Hainey also serve on the Commission. Rich Plant left the Commission, and Paul Russell joined the Commission in early 2012. We thank all members for their service to the Town on this Commission.

Respectfully submitted,
Jeanne Johnson, Clerk

Report of the Medway Cultural Council

The Medway Cultural Council supports public programs that promote access, education and excellence in the arts, humanities and interpretive sciences. Funding enables schools, library, parks and other venues to provide events which would otherwise be beyond their financial capabilities.

Our Council consists of interested Medway citizens who are appointed by the town for a three-year term. Anyone concerned with our mission is invited to apply for an open position by contacting the Chair of the Council.

Grant applications for Fiscal Year 2012 were accepted in the Fall of 2011, read, and winners decided upon in November. Grant money comes through the Massachusetts Cultural Council, a state agency. Our allocation for FY2012 from the state was \$3870, increased to \$4685 by funds left from FY2011.

Programs funded for FY12 (some partially):

Medway Players "Blight of Stars"	\$300
Medway Historical Society Anson Daniels Conservation	250
Southcoast Historical Historical Re-enactment	200
Bates, David Celebrating with song	550
Medway Library Owl program	390
Medway Library Astronomy	350
Harcovitz, Ruth Christmas Concert	180
Schneider, I. Louisa Adams	150
Medway Pride Day Stage band	280
SE Mass. Comm. Band Concert	585
Marble Collection High School Magazine	150
Havens, Leslie Choate Concert	300
Medway Farm Harvest Celebration	400
Choate Park Concerts	300
Audubon Open House	150
Tooker, Scott Ragtime- Senior Center	300

Respectfully submitted,
Audrey Ritter, Chair, Medway Cultural Council

Town of Medway

2011 REPORT OF THE NORFOLK COUNTY MOSQUITO CONTROL DISTRICT

The operational program of the District utilizes all proven technologies into an Integrated Pest Management (IPM) system of mosquito control and vector management that is rational, environmentally sensitive and cost effective.

Surveillance: Field surveys, inspections, and monitoring in support of each part of the program are highlighted below. District personnel spend significant hours conducting surveillance which supports each component of the Districts program. The District continues to collaborate with the Massachusetts Department of Public Health (MDPH), State Laboratory Institute for the purpose of detecting viruses in collected mosquitoes as an early warning system for the residents of the county. Considerable manpower is allocated to all these efforts, which is not directly reflected in this report.

All mosquito eggs need water to hatch and to sustain larval growth.

Water Management Activities: An important component of our IPM approach is the management of shallow, standing, stagnant water, and the maintenance of existing flow systems which if neglected can contribute to mosquito breeding. Site visits, pre and post monitoring, photographic documentation, survey measurements, flagging, accessing assessors information, maintenance of paperwork and electronic forms, communication with and/or meeting on site with residents, town/state/federal officials and maintaining regulatory compliance are all important aspects of this program. In addition to normal drainage system maintenance, District personnel advise residents on removal of water holding artificial containers on their property for the purpose of eliminating potential West Nile Virus mosquito breeding habitat. Increasing problems with beaver activity is becoming a new area of concern.

Culverts cleared	16 culverts
Drainage ditches checked/cleaned	7,930 feet
Intensive Hand Cleaning*	3,380 feet

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

Larval Control: Treatment of mosquito larvae during aquatic development is the next most effective control effort. These applications were conducted after devoting many man hours to collecting larval data which is used for targeting purposes as well as for determining efficacy of these applications.

Aerial larvicide applications with Bti	645 acres
Larval control - briquette & granular applications by hand	13.5 acres
Rain Basin treatments – briquettes by hand (West Nile virus control)	341 basins
Abandoned/unopened pool or other manmade structures treated	4 briquets

Adult Control: The suppression of flying adult mosquitoes becomes necessary when they are numerous, annoying, and/or threaten public health. These applications are conducted based on residential complaints as well as by analyzing adult mosquito population data collected from light traps. These collections also identify priorities for adulticide applications in response to risk from mosquitoes infected with West Nile Virus (WNV) and/or Eastern Equine Encephalitis (EEE).

Adult aerosol applications from trucks	5,256 acres
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Respectfully submitted, John J. Smith, Director

SCHOOL DEPARTMENT

ANNUAL REPORT

2011

Medway Public Schools
Medway, MA

MISSION STATEMENT

The Medway Public Schools district, in partnership with the community, creates a safe environment that supports the pursuit of excellence for all through learning. The school community provides equitable opportunities for all students to apply knowledge, develop talents and skills, think independently, work collaboratively, and become informed, responsible, and productive citizens.

EXPECTATIONS THAT SUPPORT STUDENT LEARNING

All educators will:

- Act upon the belief that, with appropriate supports, every student can achieve at high levels.
- Share responsibility for the learning of all students by actively collaborating with colleagues.
- Personalize and differentiate instruction to engage and challenge each learner.
- Model for students the core values of respect, perseverance, integrity, responsibility, and tolerance.
- Provide safe and supportive schools.

All students will:

- Exhibit the core values of respect, perseverance, integrity, responsibility, and tolerance.
- Be active and engaged members of the school community.
- Take appropriate risks and believe that hard work and persistence are the keys to successful learning.
- Collaborate with others to solve problems and accomplish goals.

Parents will:

- Be supportive of and participate actively in PreK-12 school programs.
- Ensure that students come to school on-time, prepared, rested, and ready to learn.
- Partner with teachers to support their children's learning.
- Support their children's efforts to build skills as independent learners.

The community will:

- Provide resources to support a balanced program of academics, arts, athletics, and co-curricular programs.

- Support school and student learning partnerships with community businesses and organizations.

EXPECTED LEARNING OUTCOMES

All students will:

- Meet or exceed grade-level essential learning outcomes/content standards.
- Communicate effectively and appropriately, both orally and in writing.
- Define and solve complex social and academic problems independently and in teams.
- Use technology for communicating and learning.

Adopted by School Committee: **January 20, 2011**

Report of the Superintendent of Schools

The Medway Public Schools continue to be classified as high-performing, as measured by aggregate performance on the 2011 MCAS assessments in grades 3-10. Medway Middle School was again named a commendation school by the state Department of Elementary and Secondary Education for exemplary performance on the MCAS tests of 2011.

The district welcomed two new administrators this year: Amanda Luizzi is the new principal of the Burke/Memorial School and Kat Bernklow is the new Director of Student Services. Both are experienced educators who bring a wealth of knowledge to their new positions; each has been warmly welcomed by the Medway community.

Major curriculum/instruction initiatives undertaken in 2011-2012 include the following:

- Pilot computerized adaptive assessments *NWEA/Measures of Academic Progress* for grades 2, 4, and 6.
- Implementation of *PD 360/Observation 360* software for teacher professional development and feedback on instruction.
- Implementation of *It's Learning* content management software program to support blended learning at Medway High School.
- Implementation of *Rubicon Atlas* curriculum mapping software PreK-12 for all content areas.

The use of technology to support teaching and learning has been improved through the leadership of Richard Boucher, the town/school Director of Information Systems. Town-supported capital investment funding enabled the district to upgrade many computers in this district, improve communication systems, and install wireless access. These technology improvements will enhance our students' access to 21st century skills and will help us to build stronger partnerships with parents and community.

The district is undergoing review and revision of curriculum as part of overall alignment to new state and national standards, and has acquired curriculum mapping software to support this effort. A clear and well-articulated understanding of what students should know and be able to do at each grade level is an essential part of ensuring equitable access to a high-quality curriculum for all students. The use of curriculum mapping software will help ensure that the curriculum is updated and accessible to all teachers.

The solar panel installation was completed at the middle school at no cost to the school department and will enable the district to fund a portion of the middle school's electricity at dramatically reduced prices. In addition, the middle school repair project is well underway and is expected to improve the classroom learning environment and ensure the building has updated systems.

The school department and school committee remain committed to using available resources to provide the best possible quality of education for the students of Medway. We greatly appreciate the support of town boards, municipal officials, parents, and community members and look forward to continuing to work in partnership with all constituent groups to provide "excellence for all through learning."

Respectfully submitted,
Judith A. Evans, Ed.D.
Superintendent

Medway High School

Each year we are able to report that Medway High School students have once again performed successfully on the statewide MCAS assessment. All students from the class of 2011 passed the MCAS exams. In the spring of 2011, the class of 2013 took the MCAS assessments as grade ten students. When the results were finally disseminated in the fall of 2011, Medway High School tenth grade students ranked 50th in English and 63rd in Mathematics out of 356 schools from across the state. The science rankings for the class of 2011 place them at 126th out of 340 schools. These scores, once again, indicate positive results toward meeting our expectations of high-level academic performance for all students.

Fifty-three Medway High School students earned the designation as Advanced Placement (AP) Scholars by the College Board. Nine students (up from two) qualified for the National AP Scholar Award by earning an average grade of 4 or higher on a five-point scale on all AP Exams taken, and grades of 4 or higher on eight or more of these exams. Of the 53 students, 26 students qualified for the AP Scholar with Distinction Award earning an average grade of at least 3.5 on all AP exams taken and grades of 3 or higher on five or more of these exams. Nine other students received the AP Scholar with Honor award as a result of obtaining an average score of 3.25 or higher. Eighteen students received the AP Scholar award as a result of an average score of 3.0 or higher. We are very pleased with these results and the increasing number of students participating in the AP program.

The Medway School District was one of 367 public school districts in the nation being honored by the College Board with a place on the 2nd Annual AP® Honor Roll, for simultaneously increasing access to Advanced Placement coursework while maintaining or increasing the percentage of students earning scores of 3 or higher on AP exams. Achieving both of these goals is the ideal scenario for a district's Advanced Placement program because it indicates that the district is successfully identifying motivated, academically-prepared students who are likely to benefit most from AP coursework. Since 2009, Medway High School increased the number of students participating in AP from 138 to 193, while maintaining the percentage of students earning AP Exam scores of 3 or higher from 87% in 2009 to 76% in 2011. The majority of U.S. colleges and universities grant college credit or advanced placement for a score of 3 or above on AP exams.

The 2nd Annual AP Honor Roll was made up of only those public school districts that were simultaneously expanding opportunity and improving performance. The list includes 367 school districts across 43 states and Canada. Pennsylvania led all states with 34 public school districts named to the 2nd Annual AP Honor Roll, followed by Massachusetts and New York, both with 30.

Of the 210 Medway High School graduates in 2011, 97% went on to continue their education in post-secondary institutions. The entire school community has great pride in this statistic. Our students are performing well in high school and continuing their educational ambitions at the college level. Medway High School graduating seniors have been accepted to Massachusetts state universities and colleges as well as state universities in the other five New England states and across the country. Some of the colleges and universities to which our students have been accepted include: Boston College, Boston University, Bowdoin College, University of Colorado, Duke University, Fairfield University, George Washington University, Ithaca College, Johnson & Wales University, University of Maine, University of Massachusetts, McGill University, New England Institute of Art, University of North Carolina, Northeastern University, Providence College, University of Rhode Island, Syracuse University, Tufts University, College of William and Mary and Worcester Polytechnic Institute. These post-graduate study percentages and the colleges our students attend are annual benchmarks for the successful attainment of our high standards.

We are very pleased that one Medway High School student, Emma Gay, was selected as a finalist in 2011 National Merit Scholarship Competition (NMSC). NMSC provides scholarship application materials to finalists through their high schools. Emma received a monetary award as a selected finalist.

We are also pleased to announce that two of our students, Mariah Chan and Rachel Yates, are candidates for a special scholarship administered by the National Merit Scholarship Corporation (NMSC). These students have met the criteria for the award as specified by the company sponsoring the scholarship. Only students that have been recognized first as semifinalists for a NMSC scholarship and then advance to the finalist stage are eligible. Congratulations to both Mariah and Rachel for being recognized for their hard work and academic achievement.

Medway High School was pleased to announce the names of six students named as Commended Students in the 2012 National Merit Scholarship Program. They were: Jay Anderson, Christopher Davey, Hannah Domeier, Nicole Edmunds, Taylor Mascari and Nathaniel Shires. Although they will not continue in the 2012 competition for National Merit Scholarship awards, these Commended Students placed among the top five percent of more than 1.5 million students who entered the competition. With a Selection Index score of 203 or above, each of these students is among the 50,000 highest-scoring participants of some 1.4 million program entrants. Because these high performers have shown outstanding academic potential, the National Merit Scholarship Corporation has invited them to be referred to two colleges or universities in the United States in which they are especially interested. Through their consistent academic effort, they have shown exceptional accomplishment of the high standards at Medway High School.

The John and Abigail Adams Scholarship program offers high school students in Massachusetts four years of free tuition to attend any University of Massachusetts campus or any state or community college. The requirement for this award is met by scoring advanced on one grade 10 MCAS test and at least proficient on the other. A student also needs to rank in the top 25% of their school district. For the Class of 2012, 60 students are eligible for this award. The students are: Emily Anderson, Kelsey Anderson, Matthew Annunziato, Julia Bilotta, Valerie Bussberg, Joseph Butler, Leah Caffery, Gabriela Chaves, Brian Davenport, Christopher Davey, Christen DiGiammerino, Hannah Domeier, Olivia Dougherty, Derek Dumouchel, Nicole Edmunds, Christopher Ellsworth, Shannon Esrich, Maria Fallavollita, Erica Fasole, Steven Fingar, Connor Flanagan, Stephanie Gallagher, Stephanie Gilooly, Kayla Hodge, Meghan Hooper, Ashley Keller, Brittany Keller, Breanne Kenney, Alexander Kessler, Zachary Knowlton, Sarika Manavalan, Andrew Marchetti, Meaghan Martin, Taylor Mascari, Lauren Mercuri, Kara Morgan, Colleen Mulcahey, Kevin Ostaszewski, Angela Price, Kristin Purnell, Brendan Quinn, Colby Rackliff, Samuel Rider, Megan Rotatori, Robert Shaw, Rachel Shea, Rima Sheehab, Nathaniel Shires, Jennifer Stanley, Rachael Steinhauer, Luke Sullivan, Samantha Terranova, Alexander Tight, Kelly Torchia, Casey Whelan, Scott Wieler, Julie Wiles, Alan Wish, Benjamin Wright, and Rachel Yates,

For the Class of 2011, 126 students were eligible for the Stanley Z. Koplik Certificate of Mastery Award. For our current seniors, the Class of 2012, 141 students are eligible for the Stanley Z. Koplik Certificate of Mastery Award. These certificates are awarded to students in celebration and recognition of their success on MCAS testing, and AP or SAT II exams. If these students attend a Massachusetts public college or university, they are eligible for tuition waivers for up to four years.

Leah Caffrey, a junior at Medway High, was selected to participate in this year's Art All-State. Art All-State is a collaboration of the Massachusetts Art Education Association and the Worcester Art Museum. Final participants are selected based on points accrued through a process of nomination by the student's visual art teacher, a personal interview, and specific art work by the student. This is a statewide competition and only 140 students are invited to participate in the weekend long Art All-State event.

On Friday, November 18th, twenty-five Medway High School students went to Worcester North High School for the annual CDMASC Fall Conference. The students were able to take part in

numerous workshops, highlighting the leadership potential within each of them and each student had the opportunity to meet with other student leaders across our student council district. Jen Costello ('12) stated that "it was one of the best experiences of my life. In just a couple hours, I met many new people, discovered what it takes to be a leader, and learned how a council can successfully function."

The Medway High School Federal Reserve Cup Challenge team of Chris Daniels, Hannah Domeier, Nicole Edmunds, Kara Morgan, and Bobby Shaw passed the first round of web test questions to advance to the semi-final round of this year's 2011 Federal Reserve Cup Challenge. These five students finished in a tie for third by answering 7 out of 10 questions correctly.

The Community Service program is still very active and popular with students as an elective offered by the social studies department. Some students work in the elementary schools helping students, while others work in the high school library and main office, and still others run a paper recycling project in the high school. This course has offered students the ability to give back to their school and community, a major component of the core values of MHS.

The Senior Awards Ceremony and Reception continues to be a highlight of the senior year, showing great support from the town and other benefactors for the many years of hard work by our students. Last year, the class of 2011 was presented with in excess of \$130,000 in local scholarships. These awards have helped to create a supportive school climate that supports academic achievement, involvement, and dedication to Medway High School goals.

Respectfully submitted,
Richard L. Pearson
Principal

Middle School

Medway Middle School's current enrollment is 849 students in grades 5-8. Middle schools, by design, seek to provide students with a safe and nurturing learning environment that supports students academically, emotionally and socially. The goal of the middle school is to support students through an often tumultuous time in their development. In the end, the goal is to provide a strong middle level education that has provided students with the requisite skills to become independent learners.

The Middle School, as a whole, has performed well on the Massachusetts MCAS assessments. This year, we are pleased to report that through the efforts of the dedicated faculty and staff, Medway Middle School was commended by Governor Patrick and the Massachusetts Department of Elementary and Secondary Education for "Exiting 2010 NCLB Accountability Status." This is the second consecutive year that Medway Middle School has made AYP after not meeting this designation over the past 6 years.

In September 2011, through the support of residents of the Town of Medway, the Massachusetts School Building Authority, and the Middle School Building Committee, the approved Middle

School repair project commenced. This project includes many systems improvements including: new electrical service and delivery system, heating and ventilation upgrades, sprinkler system, single fire alarm system, new windows, repair of existing elevators, and the addition of a third elevator. During this project, the Middle School will also be brought to full AAB compliance. Other improvements will also take place including the construction of a new main entrance vestibule and relocation of the school nurse's office to the main office suite. The anticipated completion of this project is winter, 2013.

The 2011-2012 school year brought with it a significant change to the schedule. The Medway Middle School schedule was changed from a seven period day to a six period day. A restructuring of the exploratory program also took place. The result of the schedule change has been positive and has included: a common schedule for students in grades 5-8, increased contact time in ELA, math, science, and social studies for students in grade 7 and 8, a rotating schedule that allows classes to meet at different times during the six-day rotation, the implementation of a performing arts block for students in grades 5-8, and focused foreign language study beginning in grades 6. The schedule change will be reviewed and evaluated during the 2011-2012 school year.

The faculty and staff of Medway Middle School would like to thank the Medway Middle School Council, the Medway Secondary Home and School Association, the Medway Foundation for Education, and the Medway community for their continued support.

Respectfully submitted,
Armand Pires
Principal

Medway Elementary Schools

Elementary students in Medway are distributed between two schools: Burke-Memorial and John D. McGovern Elementary Schools. All of the children in the same grade are assigned to the same building. The Burke-Memorial School offers two and a half partially or fully integrated preschool classes. Preschool is offered five days per week, both half days and full days. There are currently 63 students in the preschool programs. There are six full-day classes and two half-day kindergarten classes serving 144 students. Burke-Memorial School also has eight third grade classes and ten fourth grade classes. Currently, grade three has 159 students and grade four has 211 students. The John D. McGovern Elementary School houses 350 children in grades one and two, 191 in the first grade and 159 in the second grade. There are nine classes in each grade at McGovern School.

Preschool through grade four students participate in all state required content curriculum and special subject courses. English language arts, including reading, writing, speaking and listening, are taught daily along with mathematics, science and social studies. The *Everyday Math* program is the core mathematics curriculum in the elementary grades. Children also receive weekly lessons in art, music, physical education and technology. Elementary students visit the school libraries weekly. All students in preschool through grade four participate in the

Open Circle Social Competency Program. This year the elementary schools are piloting a new assessment program in the second and fourth grades.

Medway elementary teachers receive ongoing professional development in order to stay current with the state curriculum and other mandates. During the 2011-2012 school year, elementary teachers are receiving training in student engagement and assessment. In addition, staff members are receiving professional training in bullying prevention, community service learning, and other various special education topics.

Support through the Medway Elementary Parent Teacher Organization (MEPTO) is an integral piece of the learning package. Through fundraising activities, MEPTO offers many extra-curricular activities for the students including field trips, in-house enrichment programs, Junior Great Books, and an after-school Lego Club. Community Education offers additional after school programs in homework help, mathematics enrichment, creative writing, study skills, art, theatre and sports.

Parent nights at the schools include open house and curriculum nights, parent curricula information sessions, NWEA MAP pilot assessment program and MCAS information sessions. McGovern kindergarten to first grade transition night is held for parents of incoming first graders. An additional transition night is offered to parents of students moving from grade two to three. Third grade math and science night is held yearly with support from staff and parent volunteers.

The elementary schools' administration and school councils work together to keep lines of communication open among the schools. Teachers work collaboratively across grades and schools to ensure smooth transitions from school to school and to continuously review and update curriculum. Such groups include special education staff and reading support staff.

On behalf of the students and faculty at the Medway elementary schools, we wish to thank the community for their ongoing support.

Respectfully submitted,
Wendy Rocha, Principal
John D. McGovern Elementary School
and
Amanda Luizzi, Principal
Burke/Memorial Elementary School

Special Education

Medway Special Education is immersed in remodeling its programs and service delivery around a guiding philosophy of presumed competency. To that end, we have adopted Thomas Hehir's phrasing as a vision for our work with students: **Minimize Impact; Maximize Participation, Independence and Achievement** --Thomas Hehir.

This work is as a direct result of multiple, frequent parent meetings, stakeholder observations and consultant recommendations. What has become apparent is that an articulation of programs, services, and transparent decision-making is of primary importance to the Medway community. The Medway community has made it clear that they value collaboration and communication in the pursuit of best practice.

Service delivery and programming is based upon student need in the educational environment. The district has added two high school programs (life skills/vocational and emotional support) with good success, and anticipates adding one middle school emotional support program within the 2012-2013 school year. In addition to developing substantially separate programming, there is significant focus on articulating programming in Inclusionary environments, in the Learning Centers, and with Speech and Language professionals.

Learning Center: *The core plus more...*

The Learning Centers provide academic support for students on IEPs. The goals of the Learning centers are to teach skills and strategies through academic support, teach students how to learn and how to use their strengths to compensate for individual areas of difficulty, help students develop self-awareness/advocacy, and support students in gaining independence in managing their academic responsibilities. The Learning centers follow a philosophy of the core plus more—the student receives core instruction and content from the regular education teacher within the general education environment and more specific skill instruction/remediation with the special educator.

Intensive Learning Center (ILC): *A replacement class model...*

The Intensive Learning Centers provide intensive, highly individualized functional academic, pre-vocational and vocational training, and adaptive daily living skills training so that students develop their abilities in a small group, controlled environment that supports the unique nature of their needs. These classes (preschool, elementary Autism program, elementary ILC, middle school ILC, and the high school MOVE program and ESP program) are highly structured in a low stimulation environment with clear, consistent routines and specially designed instruction. Student-to-staff ratios are low to ensure student safety and educational success.

Co-Teaching Language based program: *(Middle School Pilot program)*

This program is for students who require a language-based approach to learning. Students are grouped together in either ELA and mathematics or ELA or mathematics with a general education teacher and a special education teacher or teacher assistant. The general education teacher provides the academic curriculum aligned with the state frameworks. The special education teacher or teacher assistant supports the IEP needs of students in classes. Students are provided re-teaching, breaking assignments down into manageable chunks, clarification of directions, breaking down and simplifying language, etc. This program will expand through other core classes with needed supports as students mature, develop compensatory strategies and gain skills necessary for independence.

Another component of achieving the vision for students is to ensure that teaching staff are oriented to that vision and receive professional development that supports the actualization of the vision. This year professional development has included:

Crisis Prevention- training was been delivered to teachers and paraprofessionals.

504 Training- training was delivered to all related service providers, school psychologists, and education coordinators.

Effective Team Meetings- training was delivered to all related service providers, school psychologists, and education coordinators.

Discrete Trial Training and ABA Training for Paraprofessionals

Social Thinking and Theory of Mind training- for Special Education teachers and related staff.

Strength Based programming for students with emotional and behavioral challenges- training for paraprofessionals and faculties.

Delivering accommodations and modifications- training for paraprofessionals

Scaffolding vs. Saving- training for paraprofessionals.

Entry/Exit Criteria development- development for Speech & Language Pathologists

As we continue to plan our department remodel within the context of a unifying vision, I will look to school staff, fellow administrators and community members to help give shape to the remodel. A comprehensive survey development and subsequent focus group interactions are planned to support the development of themes and provide the substance for a three-year plan for department/program improvement. In this way, we secure our promise that Special Education should be collaborative and transparent.

Respectfully submitted,
Kathleen M. Bernklow
Director of Student Services

Athletic Department

The Athletic Department is an integral component of the four-year experience at Medway High School. The number of student athletes who participate in our program remains constant, with over 350 fall athletes, just over 200 winter athletes, and 350 athletes in the spring.

The Mission Statement of the Athletic Department reflects the guiding philosophy of the high school: “The Athletic Department’s mission, in partnership with community, is to foster an environment that encourages the pursuit of excellence for all through participation in sports. The athletic community strives to provide an atmosphere for students to learn life-long skills of teamwork, dedication, self-discipline and above all, sportsmanship.”

“We encourage families to be active supporters of our teams’ efforts by being positive role models that attend events to encourage all to compete to the best of their abilities. We also expect our supporters to be representatives of the Medway School Department,

displaying good sportsmanship and fostering a positive environment.”

Medway High School is a member of the Tri-Valley League and the Massachusetts Interscholastic Athletic Association. We compete with Millis, Medfield, Dover/Sherborn, Westwood, Holliston, Hopkinton, Ashland, Bellingham and Norton. We also schedule some non-league contests with schools of similar characteristics.

The fall season was very successful for most of our teams. The volleyball team made it to the district semi-final game where they lost to the eventual state champion. Our girls’ soccer and boys’ soccer teams both qualified for the tournament. Our cheerleading squad won the TVL for the second year in a row, advanced to the regionals and the states. Based on their performance they were awarded a bid the Nationals, which will be held in the spring in Florida. The football team completed their ninth consecutive winning season. Our golf team just missed qualifying for the tournament by two points. The field hockey team, once again, qualified for the tournament. Cross-country was very competitive in the league; and, a middle school program was introduced this year. We had over 30 seventh and eighth grade boys and girls participate.

The winter season has begun: the indoor track team has just over 70 participants; our girls’ ice hockey program is poised to do well in the league once again this year. The coop team has expanded to include Medway, Ashland, Holliston and Millis. We now have 20 girls on the team and their parents continue to work hard to raise the funds that allow this self-funded program to continue to gain momentum. The team will compete in the South Eastern Mass Girl’s Ice Hockey League. The boys’ hockey team is predicted to be one of the best in the league this year as we have some very talented players. Both of our boy’s and girl’s basketball programs continue to offer a solid team experience for all and should be very competitive in the league. Our cheerleaders will continue to refine their routine in preparation for the big trip to the nationals.

The \$235 athletic fee, along with the gate receipts collected, helps to maintain the programs we offer. Due to some funding restrictions we did have to implement a \$200 ice fee, in addition to the athletic fee, for the boy’s hockey program. MAHA will also contribute to cover some of the costs for ice time.

At this time, we are able to provide the following sports: Fall: football (3 levels); girls’ volleyball (3 levels); girls’ soccer (3 levels); boys’ soccer (3 levels); field hockey (2 levels); cheerleading (2 levels); golf (2 levels/coed); cross-country/coed. Winter: ice hockey (2 levels); boys’ basketball (3 levels); girls’ basketball (3 levels); cheerleading; indoor track (coed); and girls’ ice hockey. Spring: girls’ tennis (2 levels); boys’ tennis (2 levels); girls’ track (varsity only); boys’ track (varsity only); baseball (3 levels); girls’ softball (2 levels); boys’ lacrosse (2 levels), and girls’ lacrosse (2 Levels).

Respectfully submitted,
Robert Pearl
Athletic Director

Community Education Department

The Medway Public Schools' Community Education Department is a self-sustaining program that provides educational and enrichment services to all citizens of Medway and to the residents of area towns. By incorporating academic, vocational, career enrichment and a myriad of other courses, the department provides both educational and creative opportunities to people of all ages and ability levels. We are pleased to provide these valuable services as our program continues to grow and evolve.

The Community Education Department reports an upward trend of growth this year in participants to our classes and intramural programs across the board. This is a very welcome and needed development to maintain our department.

Community Education provides intramural (after-school) programs at the Middle, Memorial and McGovern Schools. These programs are all self-sustaining and fee-based. The Community Education Department implements, plans and coordinates these programs. These after-school programs continue to be very popular and successful with the Medway Public School faculty offering very valuable programs for the children.

We also offer free babysitting services at the Annual Town Meeting every year. The National Honor Society students assist me in entertaining all age children with games, movies, snacks, art, homework help, etc. that the children enjoy. The high school students are able to fulfill some of their community service hours for this work.

We traveled to many exciting and special destinations this year. Our trips included: a trip to Boston to see Broadway's dazzling musical, Mary Poppins; two all-day trips to New York City for sightseeing, shopping and dining; guided tours of Boston's North End, Watertown and Chinatown; trips to Foxwoods and Mohegan Sun Casinos in Connecticut; and two great trips to see the Boston Red Sox play at Fenway Park, with over 200 people attending.

The Community Education Department is in its third year of providing day care services for staff member's families, and local families with *The Medway Day Care Center*. This exciting adventure has been so rewarding and successful thanks to the wonderful, hardworking teaching staff on board. Their experience, care and dedication to the children have been of great comfort and gratification to the families we serve. We have more than tripled our population of children from our first year, with students also on our wait list. We made a very arduous move this past summer from the Middle School to the Memorial School but it was well worth the efforts of my staff with the help of high school and college students. The rewards are tremendous as our new site is a large, exciting and pleasant location for the Day Care. We truly have found a perfect home here with special thanks to Dr. Evans, Superintendent of Schools, Mrs. Luizzi, Memorial School Principal and all the staff at the Memorial School who have helped make it possible and have welcomed us to this wonderful school. We are now open from 7am-6pm to better meet the needs of the community. We also provide after school care for any student in the Medway Public Schools Pre-School program.

I have been re-appointed by the Superintendent as the Department of Elementary and Secondary Education Homeless Education Liaison. I continue to work closely with the Medway House Shelter staff and residents in introducing new students to our district and in making sure their educational needs are met.

The Community Education Department continues to offer a 15% discount on all courses for senior citizens. We also continue to offer scholarships to citizens of Medway who are facing financial hardship, and we have seen a dramatic increase in this need. We will graciously accept any donations to this fund from residents and groups in town.

I wish to thank all those who continue to help make the Community Education Department programs possible. We are very grateful to Dr. Judy Evans, Superintendent and David Verdolino, Assistant Superintendent, for all their support and guidance in helping our Community Education Department to flourish. They are continuing in the tradition of maintaining a tremendous level of support to our department. The school committee has shown their dedication to maintaining the integrity of our department and its programs and for this the department is very grateful. Thank you to the administrators, teachers and secretaries at each of Medway's schools for their assistance on a daily basis. Thank you to the custodial staff for keeping the schools open and clean for our use after school and in the evening. I am so grateful to all of our instructors who bring their own distinctive, creative and professional approach to our programs. Their expertise and enthusiasm are important ingredients to our success.

As always, even through these trying times, it is a tremendous pleasure to provide enrichment programs for all. We thank the citizens of the town for their continued involvement, enrollment and input, all of which enable the Community Education Department to continue to be a valuable resource to the townspeople.

Respectfully submitted,
Margery Monahan
Director

SCHOOL DEPARTMENT DIRECTORY

School Committee

Jeffrey DeVolder, Chairperson
Carole Bernstein, Vice Chairperson
Diane Borgatti
Cynthia Sullivan
Debora Trindade

Superintendent of Schools

Judith A. Evans, Ed.D.

Assistant Superintendent of Finance, Administration and Personnel

David A. Verdolino

Principals

Richard Pearson, High School
Armand Pires, Middle School
Amanda Luizzi, Burke/Memorial
School
Wendy Rocha, McGovern School

Director of Student Services

Kathleen Bernklow

Assistant Principals

Eileen Harvey, Burke/Memorial School
Cari Perchase, Middle School

Dean of Academics and Activities

Cheryl Macri, High School

Dean of Student Services

Dorothy Pearl, High School

Athletic Director

Robert Pearl, High School

Director of Facilities

James MacLean

Community Education Director

Margery Monahan

Central Office Staff

Carol Villa
Carol Ann Kopec
Marie Cowles
Kathleen Garabedian
Linda McCarthy
Kristin McHugh

School Secretaries

Lynda Barry, High School
Wanda MacLean, High School
Barbara Rockwood, High School
Carol Hopson, Middle School
Janet Birch, Middle School
Cynthia Shea, Memorial School
Eileen Berset, McGovern School
Rita Larrabee, Burke School
Wendy Bevilacqua, Special Education
Barbara McDaniel, Special Education

School Nurses

Christine Babicz, R.N., Memorial School
Denise Butler, R.N., High School
Leslie Ebert, R.N., Middle School
Penny McKay, R.N., McGovern School
Cheryl Gay, R.N., Burke School

Title I Instructors

Marguerite Monahan, Burke/Memorial
Ellen Wettengel, McGovern School

District Cable Studio Manager

Joseph McLaughlin

District Network Support Technicians

Michael Conway
Linda Rooney

Job Coach

Tighe, Jamie

Library Paraprofessionals

Patricia Pratt, Middle School
Patricia Tupper, McGovern School
Meena Jain, Memorial School

Instructional Paraprofessionals

Karen Alexander
Darlene Annunziation
Cynthia Apgar
Mary Bonaparte
Jennifer Bussberg
Monica Cantwell
Elizabeth Carretta
Maura Coburn
Joan Colligan
Kristin Connors
Kelly Culcasi
Kira Daly
Christine DeCristoforo
Patricia DeGeorge
Patricia DerGarabedian
Doreen Dix
Darlene Doherty-Cellucci
Andrea Donnelly
Alanna Drury
Karen Ference
Patricia Ferriero
Karen Fillion
Kara Florian
Martha Fougere
Ann Guiou
Emily Hallett
Mary Jo Hurlbut
Eileen Kalukin
Cynthia Keefe
Lisa Kellett
Donna Kennelly
Caitlin Kirby
Elise Kokoszka
Elizabeth Krause
Deborah Lossow
Alexandra Luccio
Michelle Lynch
Susan Lynch
Barbara Maffeo
Victoria Mann
Jane Masterson
Jill Masterson
Karen Maxwell
Katie McKinley
Lisa Messina

Marie Moore
Lee Morgado
Joanne Muench
Courtney Murray
Judith Murray
Torrey Ober
Kelly Parent
Ashley Parker
Beth Peduto
Gabriel Peeples
Allison Piatelli
Suzanne Pogodzinski
Julianne Poole
Amy Redfearn
Catherine Roach
Dianne Rozak
Melissa Scata
Autumn Seals
Beth Smith
Barbara Susi
Susan Thibeu
Nancy Wasnewsky
Ellen Wettengel
Jan White
Patricia Wong
Paula Zulawnik

Health Office Assistant

Christine Flanagan

Maintenance Personnel

Michael Bradford
Edward Valk

Food Services Workers

Joanne Amato
Tracey Belanger
Barbara Burnham
Donna Chisholm
Pamela Clarke
Joanna Greene
Lorraine Haney
Nora Hawkins
Karen Lambert
Brenda Lussier
Patricia Mailman

Food Services Workers - continued

Kim Martell
Jennifer Mascis
Kristen McHugh
Leslie Murray
Patricia Peterson
Carol Scanlon
Laura Scaplan
Robin Venuti

Custodians

Patrick Cole
Gilles Fillion
Jeffrey Grenon
Richard Iapicca
Michael Rubino
John Sherillo
Robert Smith

SCHOOL DEPARTMENT FACULTY MEMBERS

Administrators

Superintendent: Judith A. Evans, B.A., M.A., C.A.G.S., Ed. D., 2008
Assistant Superintendent of Finance, Administration and Personnel: David A. Verdolino, B.S., C.P.A., 1995
Director of Student Services: Kathleen Bernklow, B.A., M.S., 2011
High School Principal: Richard Pearson, B., M.Ed., 2004
Middle School Principal: Armand Pires, B.S., M.P.H., 2010
Burke/Memorial School Principal: Amanda Luizzi, B.A., M.S., 2011
McGovern School Principal: Wendy Rocha, B.S., M.S., 2001
Middle School Assistant Principal: Cari Perchase, B.A., M.Ed., C.A.G.S., 2010
Burke/Memorial School Assistant Principal: Eileen Harvey, B.S., M.Ed., 2001
High School Dean of Academics & Activities: Cheryl Macri, B.S., M.Ed., 2010
High School Dean of Student Services: Dorothy Pearl, B.S., M.Ed., 2009

Certified Personnel

Aigler, Sharon, B.A., M.A., 2010
Amaral, Nadine, B.S., M.M., 1994
Amaral, Tracy, B.A., M.A., 2008
Amsden, Paul, B.S., M.Ed., 2006
Andreoni, David, B.A., M.Ed., 1993
Antonellis, Dianne, A.B., M.Ed., 1988
Arsenault, Lynne, B.A., M.Ed., 1993
Avellino-Chan, Dora, B.A., M.Ed., 2000
Aylward, Paul, B.S., 1998
Baldiga, Christine, B.S., M.Ed., 1998
Baraiolo, Ernest, B.S., M.M., 1987
Beltran, Maria, B. Ed., M.Ed., 2003
Bliss, Kelly, B.S., M.Ed., 2007
Boland, Megan, B.S., M.Ed., 1996
Bond, Megan, B.A., M.Ed., 2001
Boudreau, Regina, B.S., M.Ed., 2002
Brandon, Timothy, B.S., 2007
Brandon, Thomas, B.A., 2011
Brewer, Jean, B.A., M.Ed., 1998
Brown, Katheryn, B.A., M.A., 2010
Brown, Lawence, B.S., M.Ed., 2006
Bryan, Bruce, B.S., M.S., 2011
Burch, Jeffrey, B.S., M.Ed., 1998
Buscio, Andrea, B.S., 2003
Butler, Jayne, B.A., M.Ed., 2007
Cacciapaglia, Melissa, B.A., M.S., 2011
Campana, Teresa, B.S., M.Ed., 1993

Caron, Janet, B.S., M.Ed., 2009
 Casey, Elayne, B.S., M.Ed., 1998
 Cassinelli, Margaret, B.S., M.Ed., 2003
 Cataloni, Julie, B.S., M.Ed., 2011
 Cecchi, Melissa, B.A., M.Ed., 2003
 Cecchi, Susan, B.A., 1971
 Champagne, Alyssa, B.S., M.A.T., 2011
 Chessie-Brodeur, Maureen, B.A., 2006
 Christie, Colleen, B.S, B.A., M.A., 2004
 Christie, Spencer, B.A., M.Ed., 2009
 Colace, Donna, B.S., M.Ed., 1993
 Collins, Kevin, B.A., 2007
 Condon, Kimberly, B.S., M.S., 2008
 Cooper, Joyce, B.S., M.Ed., 1999
 Copher, Jeannette, B.A., M.Ed., 2000
 Coplan, Lucia, B.A., M.S., 2007
 Cornely, Daniel, B.S., M.S., 2010
 Coutu, Maureen, B.A., M.Ed., 2004
 Covern, Julie, B.S., M.Ed., 2001
 Coyle, Elaine, B.S., 2002
 Cross, Heidi, B.S., M.Ed., 1998
 Cumming, Kathryn, B.A., M.A., 2010
 Curran, Marybeth, B.A., M.Ed., 2008
 Daudelin, Bonnie, B.S., 2007
 Davidson, Marc, B.A., M.A., 2000
 Delaney, Christine, B.S., M.Ed., 1998
 Deyoe, Taralyn, B.S., M.Ed., 2006
 Dillon, Patricia, B.A., M.Ed., 2000
 Dixon, Sean, A.B., M.Ed., 1970
 Dodson, Emily, B. S., M.A., 2010
 Dolan, Mary, B.A., M.S., 1994
 Donahue, Joyce, B.S., M.Ed., 1996
 Downing, Temma, B.S., M.Ed., 1997
 Driscoll, Susan, B.A., 2001
 Drieske, Cynthia, B.S., M.Ed., 1998
 Erving, Sarah, B.A., M.Ed., 2002
 Esrich, Kathleen, B.A., M.A., 2000
 Ewen, Priscilla, B.A., M.Ed., 2009
 Fanelli, Michael, B.A., 2006
 Fanelli, Vicky, B.S., M.A., 1999
 Fanning, Barbara, B.S., M.Ed., 2001
 Farley, Sandra, B.A., M.S., 1995
 Field, Rachel, B.S., 2010
 Filippi, Francoise, B.A., 2003
 Fiori, Noelle, B.A., 2011
 Fitzgerald, Catherine, B.S., M.Ed., 1997

Flaherty, Dennis, B.S., M.Ed., 1976
 Fleming, Sean, B.A., M.Ed., 2011
 Fogaren, Stephanie, B.S., M.Ed., 2008
 Ford, Claire, B.S., M.A., 2001
 Foucre, Marcelle, B.S., M. Ed., 2005
 Francis, Lorraine, B.S., 1996
 Gay, Ann, B.A., 2009
 Giordano, William, B.S., 2003
 Gordon, Joanna, B.M., M.Ed., 1986
 Goulet, Mary-Ellen, B.S., M.Ed., 1998
 Guenther, Andrea, B.S., M.Ed., 1999
 Guilfoil, Sharon, B.A., M.Ed., 1992
 Guindeira, Caitlin, B.A., M.Ed., 2011
 Guthro, Ann, B.S., M.Ed., 1985
 Hallett, Joan, B.S., M.Ed., 2001
 Hamilton, Theresa, B.S., M.Ed., 1999
 Haskins, Jan, B.S., 1998
 Hayward, Carol, B.S., 1972
 Heller, Shanley, B.A., M.Ed., 1998
 Hester, Ellen, B.A., M.S., 2006
 Hickey, Kathleen, B.S., M.Ed., 1996
 Hickman, Krystn, B.A., M.Ed., 2002
 Hoek, Frank, B.S., M.S., 2002
 Holland, Nancy, B.S., M.Ed., 1971
 Holzman, Christine, B.S., M.Ed., 2003
 Homer, Judith, B.S., M.Ed., 2001
 Hurley, Claudia, B.A., M.Ed., 1988
 Infanger, Karl, B.S., M.Ed., 2002
 Istfan, Randa, B.S., M.S., PhD., 2009
 Jackson, Hilary, B.A., M.Ed., 2008
 Jackson, Virginia, B.A., 1997
 Jacobs, Anne, A.B., M.S., 2001
 Jasinski, Jonathan, B.S., 2008
 Johnston, Lorie, B.A., M.Ed., 2004
 Kaeli, Dianne, B.A., M.S., 2002
 Kelley, Stacey, B.S., M.Ed., 2010
 Kelly, Lesley, B.S., M.Ed., 2003
 Keough, Mary Ellen, B.A., M.Ed., 2000
 Kilcoyne, Linda, B.F.A., M.A., 2005
 Kirby, Kristen, B.S., 2006
 Kirby, Mary, B.A., M.Ed., 1999
 Kronewitter, Karen, B.A., M.Ed., 2011
 Kurtz, Ronald, B.S., 2011
 Ladouceur, Laurie, B.A., M.Ed., 2011
 Lafferty, Julie, B.A., 2004
 Laidlaw, Susan, B.A., M.Ed., 2002

Lay, Ashley, B.S., 2007
 Le, Ahn, B.S., M.Ed., 2005
 Leary, Jodi, B.A., M.A., 1997
 Lee, Christine, B.A., 2004
 Levy, Jill, B.S., M.Ed., 2010
 Lindsey, Jennifer, B.S., M.A., 2011
 Lindsey, Linda, B.A., M.Ed., 2000
 Lion, Karen, B.A., M.Ed., 1997
 Lisk, Jennifer, B.A., M.A., 2004
 Lomuscio, Megan, B.S., M.Ed., 2001
 Los, Terri, A.B., M.Ed., 2006
 Lovett, William, B.A., 2004
 Lucier, Tara, B.A., M.A., CAGS, 2011
 Luvisi, Jessica, B.A., M.Ed., 2005
 Lynch, Elizabeth, B.A., M.A., Ph.D., 2003
 Macedo, Kristy, B.A., M.Ed., 2009
 MacKenzie, Brian, B.A., 2010
 Mahoney, Daniel, B.M., 2011
 Mahoney, Robert, B.A., 2009
 Mankin, Eileen, B.S., M.Ed., 2004
 Marchione, Lori, B.S., 2001
 Marculitis, Terri, B.A., M.Ed., 2010
 Matondi, Linda, B.A., M.A.T., 1993
 McComb, Sharon, B.S., M.S., 2003
 McCuiston, Megan, B.A., M.Ed., 2003
 McMahan, Daniel, B.S., M.Ed., 1995
 Melcher, Jeannette, B.S., M.Ed., 1993
 Miller, Andres, B.S., M.Ed., 2010
 Mispilkin, Karen, B.S., M.Ed., 2011
 Monachino, Lora, B.A., M.S.W., 2010
 Monts, Nancy, B.S., M.Ed., 1989
 Mooney, Jane, B.A., M.Ed., 1995
 Morin, Mary, B.S., M.Ed., 2000
 Moyer, Christine, B.F.A., M.Ed., 1998
 Murad, Judith, B.A., M.Ed., 2004
 Murphy, David, B.S., 1998
 Murphy, Susan, B.S., M.Ed., 1999
 Myers, Karen, B.S., 2000
 Narducci, Melissa, B.A., M.Ed., 1997
 Nash, Lee Ann, B.A., M.Ed., 2003
 Nassiff, Andrew, B.A., M.Ed., 2009
 Nelson, Edwin, B.A., M.B.A., M.A.T., 2002
 Ochab, Paula, B.A., M.Ed., 1998
 O'Connell, Cynthia, B.S., M.Ed., 1996
 O'Leary, Christopher, B.A., M.Ed., 2004
 Oleksy, Kristin, B.A., M.Ed., 1999

O'Neil, Patricia, B.S., M.Ed., 1997
 Pacelli, Devin, B.A., M.A.T., 2011
 Pacheco, Paula, B.A., 2008
 Panechelli, Janine, B.S., M.Ed., 1995
 Parrella, Patricia, B.A., 2003
 Peloquin, Lynne, B.S., M.S.W., 2001
 Perreira, Donna, B.S., M.Ed., 1998
 Peters, Claudia, B.A., M.Ed., 2004
 Petrarca, Alfred, B.A., B.S., M.Ed., 2001
 Phillips, Virginia, B.S., M.Ed., 1994
 Porter, Maureen, B.A., M.Ed., 1997
 Przybyl, Karen, B.S., M.Ed., 1994
 Regan, Michael, B.A., M.Ed., 1997
 Rice, Leslie, B.A., M.Ed., 1997
 Richardson, Gail, B.S., M.Ed., 1993
 Rodgers, Diana, B.A., M.A., 2008
 Rojee, Aubrie, B.A., M.A., 2010
 Rojee, Jason, B.A., M.Ed., 2001
 Rommel, Colleen, B.A., 2009
 Roper, Heidi, B.S., M.Ed., 1997
 Russell, Jeanne, B.S., M.Ed., 1994
 Rutowicz, Jacqueline, B.A., M.Ed., 2002
 Ryan, Christine, B.S., M.Ed., 2004
 Ryan, Jaime, B.S., M.Ed., 2003
 Ryan, Timothy, B.S., M.A., 2001
 Scheffer, Helen, B.S., M.Ed., 1998
 Schleicher, Donna, B.A., M.Ed., 2008
 Schwartz, Mette, B.S., M.S., PhD, 2009
 Scott, Katherine, B.A., M.Ed., 1998
 Shire-Swift, Donna, B.A., M.Ed., 2000
 Shmidt, Alla, B.A., M.Ed., 2011
 Shoenfelt, Brad, B.S., M.S., 2004
 Steffen, Jeena, B.S., 2008
 Steffen, Joshua, B.S., 2007
 Sullivan, Patrick, B.S., M.Ed., 1993
 Swavey, Todd, B.M., M.M., 2011
 Taccini, Tara, B.A., M.Ed., 2002
 Taylor, Nancy, B.S., M.Ed., 2002
 Thompson, Nancy, B.S., M.Ed., 1972
 Tight, Sharon, B.S., M.Ed., 2010
 Torres, Luis, B.A., M.Ed., 2001
 Tourkantonis, Mary Ann, B.S., 2002
 Trottier, Janet, B.A., M.Ed., 2010
 Tully, Kathleen, B.A., M.S., 1994
 Verdolino, Elizabeth, B.A., 2011
 Ward, Ellen, B.A., M.Ed., 2007

Ward, Patricia, B.A., M.Ed., 2007
Ward, Stacey, B.S., M.A., 2000
Waugh, Jeannette, B.S., M.Ed., 2008
Webster, Amanda, B.M., 2011
Wenson, Amy, B.S., M.Ed., 2002
White, Sarah, B.S., 2006
Whitla, Karen, B.S., M.Ed., 1991
Winston, Jodi, B.A., M.Ed., 2009
Worthley, David, B.S., M.Ed., Ed. D., 2006
Wyant, Pamela, B.S., M.Ed., 2002
Zicko, Elizabeth, B.S., M.Ed., 1973

Medway Public Schools
Enrollment History
October 1

Grade	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011
K	210	205	213	222	185	209	153	183	162	142
1	236	214	217	219	224	193	211	154	196	160
2	242	232	216	217	217	223	198	209	163	191
3	236	243	226	212	223	215	228	199	214	158
4	245	237	249	223	209	223	215	231	202	211
5	236	250								
Sub Total	1405	1381	1371	1093	1058	1063	1005	976	937	862
5			233	246	218	198	223	213	224	203
6	241	248	239	233	243	218	198	221	209	222
7	193	239	247	233	228	238	212	203	217	209
8	224	184	239	247	235	227	240	205	205	216
Sub Total	658	671	958	959	924	881	873	842	855	850
9	181	209	157	213	219	200	200	216	181	190
10	193	185	205	162	215	218	203	201	219	185
11	188	192	188	211	165	213	211	207	202	221
12	160	187	189	187	206	161	214	211	209	203
Sub Total	722	773	739	773	805	792	828	835	811	799
EC & PreK	67	66	58	64	69	45	57	40	52	61
Home Ed	15	18	15	20	14	21	12	13	14	12
TOTAL	2867	2909	2891	2907	2870	2802	2775	2706	2669	2584

Class of 2011

Andrew Peter Ahearn
Nathan D. Aldrich
Diana Rose Alessandrini
Taylor Paige Anufrom
Lara Elias Aoude
Michael Ryan Asdot
Trevor James Baker
Kaitlyn Elizabeth Barry
Craig Evan Behenna
Holly Jean Benjamin
Emily Parker Bernstein
Anthony Joseph Bevilacqua
David Dennis Birch
Ashley Paige Black
Daniel Alan Borgatti
Patrick Gregory Greene Bottone
Dylan John Brady
Alexandra Noreen Brenock
Nicholas John Brenock
Taylor Ann Brown
Brian S. Bucciero
David Charles Burr
Monika Anna Bushko
Stella Tanya Butcher
Michael D. Caldararo
Caroline Frances Callahan
Christian Castellanos
Victoria Lyn Castignetti
Melissa Chilinski
Kasey Lyn Citron
Sarah Elise Coakley
Nikki Angel Collari
Julia Alexandra Colombo
Alyssa Brittany Cote
William Gerard Coyle Jr.
Shealynn Melanie Creeden
Alexander R. Cunha
Julia Catherine Curran
Connor Charles Davock
Jaime Helena DeForest
Lauren Elizabeth DeJoie
Alisa Sandra DeSantis
Kaushal Sanjay Desai
Katherine R. Doering
Keith David Downing

Trevor Michael Droeske
Darin Edward Dumouchel
Caroline B. Dzialo
Patrick Douglas Evers
John Patrick Fanning
Matthew Dean Felleman
Joanna Elizabeth Ference
Felicia Dubois Figueiredo
Weston Wright Forbes
Matthew James Ford
Johnny K. Fraifer Jr.
Matthew Galvin
Catie Jean Garvey
Emma Marie Gay
Matthew Scott Getz
Stefan Chadd Ghelli
Andrea Kathleen Giacobbe
Samantha Marie Gignac
Jenna Giovangelo
Troy D. Gomes
Sean Edward Graney
Ryan Gray
Brian Anthony Greeley
Kathryn M. Greene
Rachel D. Halloran
Robin Luisa Hammond
Kerry Ann Harrington
Caitlin Rose Healey
Kendra Noelle Hebert
Tiffani Ann Heffron
Michelle Nicole Henault
Joseph Edward Henry Jr.
Kristen Mary Hill
Stephanie A. Hill
Timothy M. Hladick
Bradley Aaron Hodge
Karl David Hodge
Monika DelVecchio Horava
Alyssa Ann Huckins
Michael Robert Huffam
Taylor Catherine Hulitzky
Katherine Anne Irwin
Kristine Emily Jackson
Molly Ann Johnson
Ryan Scott Johnson

Matthew Alfred Kairit
Cory James Kadlik
Kelley Emma Kilty
Daniel James Kinchla
Gregory Ethan Kolber
Katrina Renee Kopacz
Jenny Lynne Kramer
Taylor Elias Krozy
Chad Joseph LaPierre
Stephanie Jean Langford
Michael Ryan Langley
Alison Katrina Lanier
Kehan Joseph Larivee
Shane Ivan Lennon
Melissa Beth Lewis
Zachary Thomas Lindsey
Jacob Lyle Mailman
Mia Ann Marchese
Brett Paul Marchione
Jenna Kathryn Marchione
Erica Helen Marrano
David Anthony Martin
Marguerite Ann McCauley
Paul James McCauley
Colin Phillip McKenna
Brian Alexander McNally
Katherine Margaret McNamara
Maureen Beatrice McNeill
David Kyle McSweeney
Owen Thomas McSweeny
Chantel Ann Messier
Kevin Scott Moreau
Eric William Muench
Brittany Nicole Mullins
Hillary Lynne Muntz
Chelsi Murphy
Brittany Elizabeth Murphy
Jennifer Lee Northcott
Kathryn Elizabeth Ryan Nutting
Michael William O'Brien
Molly Rose O'Brien
Erin Elizabeth O'Connor
Ashley Michelle O'Donnell
Michael Kelly O'Rourke
Thomas Joseph O'Sullivan
Thomas James O'Toole

Jonathan Connor Osborne
Michael Thomas Ozzella
Hannah Alexis Page
Ryan William Parece
Joseph Parmigiane
Tyler Francis Pavlik
Molly Eva Pearl
Emily Anita Peduto
Emma Grace Peters
James Warner Peters
Payton Alexa Phipps
Andrea Lynn Piascik
Leigha Ann Power
Brendan Perry Pozsgai
Jacob George Priest
Brian Thomas Quinn
Gabrielle R. Rasmussen
Patrick Ryan Regan
Matthew John Renault
Alexa Marie Riccio
Cara Anne Riccio
Patrick Dwyer Rice
Donald McPhee Roberts
Brian Daniel Rojee
Alyssa Jean Ross
Kevin John Ross
Brittany Marie Rowe
Robert Rossi Roy
Matthew Daniel San Clemente
Michael Raymond Saporetti
Brian Christopher Schofield
Elizabeth Grace Schult
Michael Ernest Sergio
Alaina Catherine Shires
Hannah Theresa Sistrand
Conor Louis Snell
Kendra Jane Soulé
April Souza
Joseph Jerome Spinazola III
David William Spinney
Jake Russell St. Pere
Cydney Nicole Steinhauer
Andria Lynne Stone
Steven Daniel Strauss
Anne Murphy Sullivan
Jiaqi Sun

Lauren Kay Swarthout
Emily Ann Terranova
Nicole Briana Thomas
Katherine Elizabeth Tibedo
John Charles Tortorello
Meghan Beth Trelegan
Katrina Nicole Tucci
Nicholas F. Turi
Amanda Michal Uminsky
Rachel Corrin Vanetzian
Joseph Austin Varriale
Christopher Charles Verni
Ilana Michele Vertullo
Eleanor May Walker
Phillip Scott Walker
Craig Philip Walsh
Jessica Anne Warren
Keyarra L. Wood
Laquan L. Wood
Lauren Frances Yasi
Cody Andrew Young
Dylan Michael Young
Nicole Lynn Zahka
Matthew Peter Zajac

TRI-COUNTY REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT ANNUAL REPORT

In July, 2010, the School Committee reorganized and selected the following officers: Chair, Robert J. Rappa (Franklin), Vice Chair, Jonathan Dowse (Sherborn) and Secretary, Donald Seymour, (Norfolk).

The School Committee conducts its regularly scheduled meetings on the third Wednesday of each month at 7:00 PM in the Conference Room at the school. Subcommittee meetings are scheduled as needed.

Enrollment of Tri-County RVTHS continues to grow in all areas: in our secondary programs, our postsecondary programs and our continuing education classes. The ongoing increase in numbers is recognition of our successful three-fold mission: high vocational standards to train the workforce; high academic standards to prepare students for college; and high community service standards to prepare good citizens.

These standards are visible in the achievements of our students and in their services throughout our member towns. The vocational skills of our students can be witnessed by all those who visit Tri-County RVTHS to take advantage of our services – Culinary Arts, Cosmetology, Auto Collision, Auto Technology and the like. Their vocational skills, as well as civic skills, are also visible out in the community when plumbing, carpentry, electrical and other programs work on public sector buildings and projects to save our towns labor costs in these difficult economic times. Finally, our students' abilities are on display in their cooperative education jobs throughout the district.

The academic skills are visible in our students' achievements such as winning the state-wide Vocational Mathematics Competition for the second consecutive year or the High Schools That Work Gold Achievement Award. Their academic skills are also evident when all students have passed MCAS since 2005 or when 60% of the graduating class continues on to further education.

Their citizenship skills are also to be observed throughout the member towns as each one performs his/her annual mandatory community service. Look for them as they undertake projects to improve their local community oftentimes utilizing skills learned in their respective program majors here at Tri-County RVTHS. We were especially proud to be selected the winner of the 2010-2011 Mayflower Athletic Conference Sportsmanship Award. The award is earned through a process in which varsity coaches in the league choose a school which displayed exceptional sportsmanship for each sport in which they competed. The selections from all sports are then tallied at the end of the year, and the school with the most points is presented with the award. Tri-County also won the Sportsmanship Award in 2006.

Tri-County was also one of four technical schools in the U.S. featured in a video produced by the National Association of State Directors of Career Technical Education Consortium. The video, entitled, CTE: Making the Difference, acknowledges model high schools that prepare and empower students to succeed through outstanding career technical education.

Recognition belongs not only to Tri-County's students and staff but to its School Committee as well. Through the ongoing efforts of various subcommittees, the Tri-County School Committee has been able to accomplish several significant milestones. Tri-County was approved to take

part in the Massachusetts School Building Authority Green Repair Program. The Green Repair Program will help Tri-County pay to replace two air conditioning systems and to upgrade the hot water heating system, which is original to the 1977 building. In addition, and most impressively, with the guidance of the School Committee, Tri-County has been able to operate school on a required minimum contribution budget. In other words, for the last two years, Tri-County has not asked member towns to contribute anything more than what the State has determined each town must contribute for the education of its students at Tri-County. The Committee recognizes the economic stress prevalent in our member towns and works collaboratively for the betterment of all.

Graduation

One hundred eighty-five students graduated in a notable afternoon ceremony on Sunday, June 5, 2011. Superintendent-Director, Barbara A. Renzoni, presided over the ceremony at which over 1,200 guests were present. School Committee members, Jonathan Dowse and Robert Rappa, presented diplomas to the graduates. Karen Kennedy, Interim Director of Guidance, presented scholarships and awards totaling \$62,000 to deserving seniors. The grand total of scholarships and awards for the class of 2011 was \$688,500.

Guidance & Special Education Services

In September, 2010, Tri-County welcomed 963 students to the new school year. The respective number of students from member towns was as follows: Franklin-206, Medfield-14, Medway-78, Millis-43, Norfolk-37, North Attleborough-259, Plainville-79, Seekonk-51, Sherborn-4, Walpole-62, and Wrentham- 71.

During the 2010-2011 school year, the Guidance Department continued its programs to provide information to students, parents, sending schools and district communities. The Guidance Department provided counseling for students in career pathways and postsecondary education. Tri-County has served as a pilot school for the Department of Elementary and Secondary Education's development of Your Plan for College, a no-cost, comprehensive college and career planning portal designed to help Massachusetts students manage their educational and career pathways.

Tri-County was named *2011 Top of Class by Your Plan For College* and was inducted into its 2010-2011 Circle of Champions. Tri-County earned this distinction by performing in the top ten percent of Massachusetts high schools that engaged students and parents through *Your Plan for College* during the 2010-11 school year. Tri-County's faculty and staff were recognized for helping students better prepare for college and careers.

The Guidance Department, with assistance of personnel from the Massachusetts Educational Financing Authority (MEFA), presented programs on college preparation. Tri-County hosted Career Days for over 2,500 Grade 8 students from the regional district.

Guidance services included the development of a four-year career plan for students in grades 9 through 12. The career plans were reviewed with parents at the annual parent-student-guidance counselor conference. Massachusetts Bay Community College personnel administered the Accu-Placer, the state college placement test, to students.

Academics

Tri-County Regional Vocational Technical High School continues to earn wide-spread recognition for academic and vocational success by combining rigorous and challenging academic courses with modern vocational studies. The initiatives implemented through *High Schools That Work* allow Tri-County to be recognized as a forerunner in vocational education. Implementation of the newest technology as well as innovative vocational technical programs ensures student success. Their success is measured in the classroom and ultimately in a chosen career path whether it is higher education, entrance in their vocational trade or military careers.

Over eighty-five percent of our students completed the Mass Core Curriculum requirement which is the Department of Elementary and Secondary Education recommended academic program for college and career readiness.

More than fifty seniors from the Class of 2011 were awarded John and Abigail Adams Scholarships. These scholarships are awarded to students who achieve two advanced scores or one advanced and one proficient score on the Grade 10 English Language Arts and Mathematics MCAS exams.

Tri-County RVTHS was recognized by the Southern Regional Education Board (SREB) for equipping students with 21st century skills through high quality career and technical programs. In the SREB publication, *"Ready for Tomorrow: Six Proven Ideas to Graduate and Prepare More Students for College and the 21st Century Careers"* (November 2009), Tri-County's Senior Project initiative was recognized as a promising practice for developing 21st century skills that integrates academic learning with career technical education. The Senior Project allows students to discover how their academic knowledge and career technical skills can be integrated to create three components – a research paper on a topic in their assigned technical field, a related product or service, and a formal presentation.

Another area of recognition was the local Voice of Democracy Contest. The Voice of Democracy Contest was created in 1947 to foster patriotism by allowing students in grades 9 through 12 to voice their opinions on an annual theme. Many of our local students participated by composing essays, stories, and scripts based on a theme. In November 2010, three Tri-County students were chosen as winners of the VFW Post 3402 Voice of Democracy Contest based on recordings of their essay scripts addressing the theme, "Does My Generation Have a Role in America's Future?" One student received additional recognition by winning the Norfolk County District 5 competition.

Finally, Tri-County produced its own heroes when it hosted the Fourteenth Annual Vocational Mathematics Competition in the Kenneth Custy Gymnasium with eleven vocational schools from throughout the State competing for top honors. In a true team effort the Tri-County Mathematics team placed first in the competition marking the fifth time the school has captured the trophy.

Vocational Technical Programs

Students in the Vocational Technical Programs experienced many successes, both school wide, and in their individual career areas. The grade 10 students from every vocational program completed the 10-hour OSHA training program in November. The training included 2 ½ days of

interactive, specialized training in construction and general industry health and safety standards. All students passed the required exam and received a 10-hour OSHA card.

Tri-County students again achieved success at the State SkillsUSA Competition. In fact, Tri-County sent three secondary students and four postsecondary students to the National SkillsUSA Competition held in Kansas City this past June. A student in the Automotive Program won a silver medal in the Automotive Technology competition and our postsecondary Practical Nursing Students came home with a gold medal in Prepared Speech, and a bronze medal in Job Skills Demonstration. All those who competed ranked in the top seven in each of their competitions.

Two Auto Technology students competed at the Massachusetts Auto Dealers Technology Student Competition in December and took first place. This award enabled them to move on to the national competition, held in New York City in April. The students won fifth place at the national level, which included completing tasks involving skills such as tire-balancing and compression checks. The competition also involved diagnosing pre-assigned problems and repairing them within a three hour period.

Tri-County again received a grant from the U.S. Army to help fund the Robotics Team. The Robotics team, named “Tri Force” competed at the *FIRST Robotics* Competition in April at Boston University, and then competed in the *Beantown Blitz* Competition in June at Northeastern University.

The CIS students competed at Bristol Community College this spring and came away with many medals and awards in their respective computer literacy categories.

Two Vocational teachers were honored this past year with teacher excellence awards. Mrs. Angela Batt, a second year teacher in the Engineering Program was selected as the Massachusetts Vocational Association New Teacher of the Year. Her award included a check in the amount of five hundred dollars to purchase accessories for the CNC Milling Machine in the Engineering Program. Mrs. Kim Zogalis was honored by Bristol Community College for her exemplary use of technology in the classroom.

Auto Collision Repair: Students in the Auto Collision Repair program continued to serve the needs of the community and the Tri-County District by repairing vehicles under the supervision of their instructors. Students participated in field trips to emphasize the diverse career opportunities for students pursuing a career in this field.

Auto Technology: Auto Technology, one of the most popular programs at Tri-County, continued to maintain our school vehicles, and repaired and serviced cars, trucks and motorcycles owned by residents in the eleven-town district. Students participated in the AYES shadowing program by observing employees in local auto repair shops, to learn the many aspects of the career.

Both Collision Repair and Auto Technology continue to be ASE Certified from the National Automotive Technicians Education Foundation. This nationally recognized certification is considered to be the highest achievement known in the Automotive Industry.

Carpentry: The Carpentry students were busy working at several outside community projects this past year. Two notable projects were construction of a concession stand/storage building at the Beaver Pond Recreation Area and repair of a house on the property of Medway Community

Farm. The students completed the Beaver Pond project and will continue to work in Medway next school year. They also completed renovations of their shop which met the standards in the Carpentry Curriculum. All of the Carpentry graduates earned pre-apprenticeship cards through the Massachusetts Division of Apprenticeship Training. The cards were issued to students who successfully completed all requirements for graduation from a Chapter 74 approved Carpentry program.

Computer Information Systems: Students in the CIS Program again successfully completed many certification exams, such as MOS, IC and A+. Tri-County continued as a Prometric Testing Center, giving our students the opportunity to take these exams on site. The CIS students also partnered with the Engineering students on the Robotics Team, developing the computer codes to allow the robot to function.

Construction Craft Laborer: Now in its second year at Tri-County, the Construction Craft Laborer students continued to participate in field trips at the NELTA Training Center in Hopkinton, where they took second place on Construction Career Day this past May.

Cosmetology: The Cosmetology Program continues to operate a full service hair and nail salon for members of the eleven towns in our district. Several Senior Citizen groups enjoyed hair and nail services by the grade 11 and 12 Cosmetology students. The students traveled to Assisted Living Centers in our communities to provide their services to the residents. The grade 9 and grade 10 students welcomed many guest speakers to promote various career opportunities for both men and women in the beauty industry. The grade 12 students once again were successful in passing the Massachusetts Board of Cosmetology exam and are gainfully employed in salons.

Culinary Arts: Gerry's Place Restaurant and Bake Shop continue to offer lunch to the public, Tuesdays through Fridays, when school is in session. Culinary Arts continues to be one of the more popular programs in the school. Students attended field trips at a variety of venues to learn about the diverse career opportunities in the food and hospitality industry. Students in the Culinary Arts Program received their certification in Serve Safe, OSHA, as well meeting all standards set forth by the American Culinary Foundation.

Dental Assisting: The Dental Assisting Program is now in its fourth year and eleven students graduated from the program in June. Students in Dental Assisting took the DANB Infection Control Exam and the Radiography Exam this past year as a requirement of the curriculum. The students in the Dental Assisting Program also volunteered to assist at the Community Health Day in Walpole. Students in grades 11 and 12 participated in a required clinical practicum at local dental offices.

Early Childhood Careers: The Preschool Program and the Toddler Program were again fully enrolled, serving children from our sending towns. The students participated in a required field placement at local child care centers and public kindergarten classrooms to expand their experiences working with young children. While visiting a local bookstore, they were featured in an issue of the *baystateparent* publication. Graduates of the Early Childhood Careers Program continue to pursue careers in the field of education by becoming gainfully employed in private centers immediately upon graduation or attending a four year college in order to teach in public schools.

Electrical: Students in the Electrical Program are learning all aspects of both residential and industrial application. The Grade 9 and grade 10 Electrical students practice their skills in the

vocational shop. Juniors and seniors in the program work on live projects in the Tri-County school building and in outside projects. Students in the Electrical program worked with the Carpentry and Plumbing students to construct a concession/storage building at the Beaver Pond Recreation area in Franklin. They will continue to work on a project to renovate a farmhouse on the Medway Community Farm this coming school year. Students also gain valuable training in renewable and sustainable technology by practicing installation and monitoring energy conservation at the photovoltaic PV system which was constructed on the Tri-County grounds. Students prepare for the State Journeyman license examination as they successfully complete both the theoretical and shop aspects of the program. Students will accrue up to 300 hours of Electrical Code instruction and 1,500 hours of practical application toward their license requirements upon graduation.

Engineering Technology: The Engineering Technology Program now incorporates Digital Electronics, Principles of Engineering, Computer Integrated Machining, and Architectural Design into their curriculum. With Project Lead the Way Certification, the students are able to transfer their skills from Tri-County to many PLTW affiliated colleges upon graduation. The Engineering students formed a Robotics team known as the Tri-Force Robotics Team, and competed for the second year in the *FIRST Robotics* Competition held at Boston University, and for the first time at the *Beantown Blitz* Competition, held at Northeastern University. The Tri-County engineering students were also chosen as one of only twenty four high school teams to design research for the International Space Station. The competition included a simulation and ground contest where the teams tested algorithms for the SPHERES satellites to accomplish tasks relevant to future space missions.

Facilities Management: Students in the Facilities Management Program gained skills in the many aspects of managing and maintaining a large industrial complex. They are required to take a CAD course in order to read and interpret blueprints, and perform important maintenance here at their school. They gained experience in renovating classrooms, replacing ceiling tiles, and performing landscaping projects on Tri-County school grounds.

Graphic Communications: The Graphic Communication students continued to provide design and print services for Tri-County as well as for in-district municipalities and other non-profit organizations. Design, pre-press, and printing skills are honed by students enrolled in this program. State of the art technology is used to enable students to be competitive as they pursue careers in this high demand industry.

HVAC&R: Students are trained in all aspects of heating, cooling and ventilation of both residential and commercial buildings. This past year, students in the program repaired refrigeration units in the Culinary Arts program and installed split system air conditioning units in the Tri-County school building. Students took the EPA 608 certification exam for the first time this past school year. With this certification, graduates from the HVAC&R program will be well prepared for high paying employment and further education. Students who complete 2,000 hours as a refrigeration apprentice and achieve a trade certificate upon graduation may sit for the Refrigeration Technician's license exam.

Medical Careers: Once again, all students in the Medical Careers program passed the Certified Nursing Assistant state examination at the end of their junior year. They also received Home Health Aide certification at the end of their senior year. Students also successfully completed the Pharmacy Technician on-line course during their senior year. All students in the program were trained in medical office technology skills as well as basic healthcare knowledge. Tri-County

continued to enjoy a partnership with HMEA (Horace Mann Educational Associates) this past year, which allowed the students to gain experience working with developmentally delayed young adults. Students also participated in a clinical practicum at local skilled nursing centers and hospitals. The students who graduate from this program have many career opportunities in the highly competitive health field.

Metal Fabrication: Tri-County reinstituted the Metal Fabrication Program this past year with an emphasis on welding. Students will be prepared to attain the AWS certification before they graduate from high school. Students will also learn the fundamentals of metal fabrication and joining processes. State of the art welding equipment allows students to become adept at oxy-acetylene, shielded metal arc, gas metal arc, flux core arc, and gas tungsten welding processes. Students are also being trained in the fundamentals of forming metals, and performing cutting operations.

Plumbing: The Plumbing program continued to be one of the most popular programs. Students practiced their skills in residential and commercial plumbing in the shop. Plumbing students also participated in outside projects in Franklin and Medway this past school year. Tri-County continues to have an articulation agreement with the Plumbers and Pipe Fitters Local Union 4 that allows our students the opportunity for advanced placement in the apprenticeship training program.

Continuing Education

The Continuing Education Department at Tri-County offers both day and evening courses. The day program includes two Post-secondary programs, Cosmetology and Practical Nursing. The entire evening program consists of additional Cosmetology and Nursing programs as well as sixty to seventy other course offerings. The majority of adults served are from within the school district; however, students represent cities and towns from all over Central and Eastern Massachusetts, as well as Rhode Island. Tri-County offered access to Federal Financial Aid in the form of Pell Grants to qualifying students in our Practical Nursing and Adult Cosmetology programs last year for the first time with about one-third of our students taking advantage of the PELL grants. This offering continues to improve community access to these programs through this need based support.

Adult Day Cosmetology: There were fourteen graduates from the Adult Day Cosmetology program in 2011. Tri-County students once again were successful competing in SkillsUSA bringing home two gold medals in the statewide competition. The Adult Day Cosmetology program is a full-time program that follows the high school calendar and runs from September to June. All phases of cosmetology are introduced the first half of the year. The student learns hairstyling, cutting, permanent waves, coloring, manicuring and skin care. This program provides students with the mandated 1,000 hours of schooling and prepares them to pass the State Board of Cosmetology's licensing exam. Registration for the program begins in the spring and details are available by contacting the Continuing Education office at Tri-County.

Evening Cosmetology: In June 2011, eight students from the Evening Cosmetology program participated in the postsecondary graduation exercises held on June 26. The program's curriculum mirrors the day program in content but is spread out in more sessions due to the limited hours at night. This program also provides its students with the 1000 mandated hours and prepares the students to pass the licensing exam. This is still a one-year program that begins

in September and runs until the end of June. Classes are held Monday thru Friday evenings from 5:00 to 10:30 p.m.

Adult Day Practical Nursing: Graduating twenty-eight students in 2011 the Practical Nursing program continues to flourish. The Nursing program also had a very successful year competing in SkillsUSA, sending several students to the national competition in Kansas City with one of our students bringing home a gold medal. This is a full-time day program which follows the high school calendar as classes are held from September through June. The Practical Nursing program at Tri-County is designed to prepare graduates for the National Council Licensure Examination for Practical Nurses (NCLEX-PN), which tests for entry-level competency. Successful completion of this examination permits practice as a Licensed Practical Nurse (LPN). Registration for this program requires that prospective students take the TEAS (Test of Essential Academic Skills) exam. The pre-admission tests are administered from October to January. Details are available by contacting the Practical Nursing office at Tri-County.

Adult Evening Practical Nursing: Tri-County is proud to have graduated a second class of fourteen students from our evening Practical Nursing program. The evening Practical Nursing program is a part-time, two-year program that is held on Tuesdays, Wednesdays and Thursdays, 4:00-9:30 p.m. After successful completion of the course, the students are eligible to sit for the NCLEX-PN examination for licensure. Successful completion of this examination permits practice as a Licensed Practical Nurse.

Evening Adult Program: The evening Adult Education program at Tri-County consists of approximately sixty to seventy courses which are offered in the fall and spring semesters. Registration for fall courses takes place during August and September. Registration for spring courses takes place in January and February. Continuing Education course information can be found in brochures available to the public via direct mail and local newspapers. The evening program information is also included on the Tri-County RVTHS website at <http://www.tri-county.tc>, or by calling the Continuing Education office.

Student Activities

National Honor Society: The Peter H. Rickard Chapter of Tri-County is comprised of twenty-five student members. These students participated in many fund-raising and community service activities. Among these activities were campaigns for Pennies for Patients and Cradles to Crayons. NHS members organized these drives, with participation from the entire student body, and raised money for the Leukemia Society and collected school supplies for local disadvantaged children.

In April, the National Honor Society hosted the annual “Leadership Breakfast” honoring Tri-County students who have served in various leadership roles, both elected and appointed, during the school year. Erin Palmer, Development Manager of the Cystic Fibrosis Foundation of Massachusetts attended as the special guest speaker. Ms. Palmer’s address spoke to the importance of volunteerism in society and the personal satisfaction which comes with making a difference.

On Wednesday, June 1, NHS activities culminated with the organization and presentation of Tri-County’s twentieth Honors Night held in the Kenneth Custy Gymnasium.

Student Government

Student Advisory Committee: The student body elected seven students to membership on the Student Advisory Committee. The principal appointed one of these elected members to attend the monthly School Committee meetings, where he reported on student concerns and activities. Students from this group also served on the Tri-County School Council. Three others served on the High Schools That Work Site Committee. These seven students also served as ex officio members of the Student Council. The student body elected two students to represent Tri-County on the State Student Advisory Committee which met once a month and included students from other schools in the Central Massachusetts region.

Class Officers: The sophomore, junior and senior classes elected a President, Vice-President, Secretary, and Treasurer for their respective classes for the 2011-2012 school year. The freshman class elect officers in January after their last exploratory. Under the supervision of the Class Advisors, officers scheduled, organized and conducted monthly after-school meetings to plan activities which included the Freshman/Sophomore Semi-Formal, the Junior/Senior Prom and the Senior Week activities. The class officers heard and communicated students' ideas to the Student Advisory Committee, and also served as ex-officio members of the Student Council.

Student Council: Each class elected four representatives to the Student Council. These students, along with the class officers and Student Advisory Committee members, served as the overall student governing body committed to the principle of student government. The group met weekly after school, and discussed issues and activities affecting the student body. The Student Council served as a liaison between the student body and the school administration. They provided a means for student statement in school affairs. Under the supervision of the Student Council Advisors, this group was also accountable for conducting and ensuring fair elections for Class Officers, the Student Advisory Committee, and the at-large Student Council membership. The Student Council served as leaders for the student body, sponsoring and organizing social activities which included Freshman Orientation in August, followed by the Friday night activities for the September school Kick-Off Weekend. Student Council students assisted the Athletic Director in planning Homecoming in November and sponsored the many Spirit Week activities. In addition, the Student Council planned and coordinated civic, social, fundraising, and community service activities, provided input to the administration on student handbook revisions and acknowledged administrators and teachers throughout the school year.

Extra Curricular Activities

There are nine extra-curricular activities at Tri-County. These clubs provided students with after school opportunities to explore and enjoy. Tri-County worked to provide a myriad of opportunities for all students during the extended week day and many weekends. This year, the Music Club held a talent show and the Drama Club performed *The Girls in the Garden Club*. These performances allowed students to showcase their artistic talents. The Math Club and Robotics Club participated in interscholastic competitions where students put both their academic and vocational experience to the test. In these events, the Math Team took first place for the second year in a row in the Massachusetts Vocational Mathematics League.

Summary

Tri-County Regional Vocational Technical High School is proud to provide a quality career education to the residents of its eleven member towns. Tri-County students are highly visible in our sending districts in a variety of roles. They serve as interns, summer employees, and cooperative education students and have completed a number of outside projects within our member communities. Each of these experiences assists our students in demonstrating what they have learned in their vocational programs.

Vocational training is only part of our success. Academic preparation is noted through the growing number of scholarships acquired from local associations and organizations, as well as the increased number of students now attending college upon graduation. Tri-County continues to prepare students as good citizens and this is witnessed through the actions of individual accomplishment of students through the mandated community service graduation requirement, as well as community service projects organized through a number of extra-curricular organizations. Two major school-wide projects this year were the annual *Holiday Gift Drive* and *Support for Our Troops*.

Tri-County is your town's vocational technical school. Our goal is to prepare our students to be good citizens who serve their community. Many of the programs offered at Tri-County are available to the public and our service programs are open to residents. Our facilities continue to be available to town administrators for meeting use.

Projects for member towns which were completed by Tri-County students included: *Franklin*, Carpentry, Plumbing, and Electrical students built the new concessions building for the town; *Seekonk*, Carpentry students built and installed cases for the Seekonk Town Hall; *Medway*, Carpentry and Electrical students have been working on the rehabilitation of an old farmhouse for the Medway Community Farm. This project will continue in the fall as well as our Graphics Program providing printing services for several towns.

Tri-County students also completed many projects located here at the school: Plumbing students installed a developing sink in Graphics, a new stove in Culinary, and did prep work for new heating units in Facilities Management. Electrical students installed new lighting in several interior and exterior areas of the building. Facilities Management students renovated a conference room and completed several landscaping projects. All of these undertakings were in addition to routine maintenance tasks.

Tri-County lives by its mission statement, specifically in the charge to prepare tomorrow's workforce; to provide a solid academic foundation for further education; and to prepare good citizens. Over the past year, this mission statement continued to move from words on a page, to action.



Town of Medway

BOARD OF SELECTMEN

155 Village Street, Medway MA 02053
Tel: 508-533-3264 Fax: 508-321-4988

VOLUNTEER FORM

Town government needs citizens who are willing to give time in the service of their community. If you have an interest in making a contribution by volunteering to serve on a board or committee, please complete the form below and submit it to the Board of Selectmen's Office at Town Hall, 155 Village Street or bos@townofmedway.org.

We appreciate our citizens' efforts on behalf of our community. Thank you for considering volunteering.

DATE:

COMMITTEE(S) OF INTEREST:

NAME:

ADDRESS:

TELEPHONE NUMBER:

E-MAIL:

OCCUPATION:

BACKGROUND/EXPERIENCE:

OTHER: