

MEDWAY COMMUNITY PRESERVATION COMMITTEE

155 Village Street
Medway, Massachusetts 02053

Mark Cerel, Chairman, Citizen-at-Large
David Kaeli, Vice Chairman, Citizen-at-Large
James Wieler, Citizen-at-Large
Ken McKay, Member Conservation Committee
Gene Liscombe, Member Historical Commission
Paul Mahoney, Member Parks Commissioners
Alison Slack, Member Affordable Housing Committee
Robert K. Tucker, Member Planning and Economic Development Board
Tina Wright, Member, Open Space Committee
Ellen Hillery, Finance Committee Representative

Approved: September 8 2015

Meeting Minutes: August 6, 2015
Medway High School Library

Call to order:

With a quorum being met, this meeting was called to order by Chairman Cerel at: 8:06pm.

Committee Members present: Mark Cerel, Chairman, Dave Kaeli, Vice Chairman, Member Ken McKay; Member Gene Liscombe, Member Bob Tucker, Member Alison Slack, Member Jim Wieler, Member Tina Wright and Administrative Assistant Shirley Bliss.

Guest Present:

Doug Haven, Affordable Housing Specialist

Discussions:

Affordable Housing Trust – Doug Havens, Housing Specialist

Doug presented the Affordable Housing Trust's yearly update to this Committee:
(Handout attached)

The Trust has:

- Arranged for 6 new units in 2014

- Starting its first big project: Cutler Street – the old America Legion Hall

 - Currently the building is empty but has been secured for the winter and security lights have been installed.

 - They will refurbish the building to house affordable units

 - The building will contain at most 8 unit's tops

 - The process of acquiring a conceptual design for best use is underway

 - The Trust plans on holding public meetings to discuss a design

A motion was made and unanimously approved to have a letter sent from the CPC stating their support for this project. Shirley will prepare a letter for the April 6th meeting.

Motion: Dave Kaeli

Seconded: Jim Wieler

Vote: 8-0-0

Wicket Land:

Residents from Fairway Lane were present at the February 2nd meeting that due to a lack of a quorum was not held; however there was an informal discussion with the residents, with no votes or decisions made.

Chairman Cerel reported that the residents were concerned over the news that this piece of land which has been up for discussion with the Town for several years; has been purchased by a developer. They were hopeful that the town would purchase the land, as they do not want a sub-division built there.

Chairman Cerel told the residents were told that the piece of land that Mr. Wicket wanted the town to purchase was very wet and not worth what he was asking and that several appraisals had been done on the land and none came back with an appraisal anywhere near what he was asking.

The Conway School Tina Wright – Open Space Committee

The conceptual management plan has been submitted.

A joint meeting of Open Space, Board of Selectman and Conservation Committee will be set up, to further discuss this concept with all parties who will be involved.

Amphitheatre: Tina Wright – Open Space Committee

Open Space is looking to get a plan to finish this area.

It was suggested that they look into Norfolk Agricultural School in Wapole; as well as the University of Massachusetts; both have arborist's majors.

An RFP for landscape plan is being drawn up and will be released soon

Turf Fields: Robert Reagan – Parks Commissioners

All fields are installed and will be used this spring.

Attached handout outlines all items still be worked on.

Accounts Payable:

Community Preservation Coalition Due:

\$2875.00

Annual Dues

A Motion was made and unanimously passed to pay as presented:

Motion: Dave Kaeli

Seconded: Bob Tucker

Vote: 8-0-0

Adjournment:

With no further business to discuss a motion was made and unanimously passed to adjourn at 9:02pm.

Motion: Jim Wieler

Seconded: Dave Kaeli

Vote: 8-0-0

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Approved: September 8, 2015

Meeting Minutes: August 6, 2015
Medway High School Library

Call to order:

With a quorum being met, this meeting was called to order by Chairman Cerel at: 7:35pm.

Committee Members present: Mark Cerel, Chairman, Dave Kaeli, Vice Chairman, Member Gene Liscombe, Member Jim Wieler, Member Tina Wright, Finance Committee Liaison Ellen Hillery and Administrative Assistant Shirley Bliss.

Guest Present:

Board of Selectman members: Glenn Trinidad and Richard D'Innocenzo
Joseph McCarthy and Peggy McCarthy
Affordable Housing Trust Members: Ann Sherry and Doug Havens

Discussions:

Eagle Scout Project: Joseph McCarthy \$522.97

Joseph McCarthy of Troop 367, is a candidate for Eagle Scout, the highest honor a Boy Scout can achieve. He came before this board to request funds for Eagle Scout project which is to construct a canoe launch to the Charles River at the river's edge on Lower Village Street. He will be starting his project as soon as possible as he must complete it by his 18th birthday which is in September 2015.

His project includes, repositioning a "boom" that is currently in the water; he will remove this boom and place it on the side of the river.

Walter Wood of Holliston has agreed to supply the mulch for both the signs and the trees in the area. The Fasolino Company of Medway has agreed to provide the loan needed.

Motion:

To approve Joseph McCarthy's Eagle Scout project with funds not to exceed \$522.97.
Funds from the Administrative Fund will be used to cover these costs.

Motion: Tina Wright Seconded: Dave Kaeli Vote: 5-0-0

A second motion was made and unanimously passed to give Chairman Cerel permissions sign any vouchers presented for payment on this project that arrive prior to the next meeting.

Motion: Jim Wieler Seconded: Tina Wright Vote: 5-0-0

Potential Land Acquisitions:

George Lee Property: Town Administrator Michael Boyton has requested fund to have an appraisal done on the George Lee property. He is asking for \$2000. The appraisal would be used as a tool in the negotiation to purchase this land.

Briggs Land: Funds (\$2000) are being sought to do an appraisal on a portion of Mr. Briggs' land. Land would have an agricultural restriction placed on it.

Motion:

A motion was made and unanimously passed to allocate up to \$4000 for two (2) appraisals on both the Lee and Briggs properties. Each appraisal shall costs no more than \$2000.

Motion: Tina Wright Seconded: Jim Wieler Vote: 5-0-0

It was also discussed how these properties would allow the trail starting at Choate Park to continue to Winthrop Street and behind Iarussi Way.

Affordable Housing Trust – RFP Committee Representative**Anne Sherry & Doug Havens**

The Affordable Housing Trust is looking for a member of the CPC to be part of their upcoming Cutler Street RFP Committee. Time commitment would be approximately one (1) month.

The proposal has been changed to include six (6) units at 150 Village Street along with the 10-12 units on Cutler Street. This not only makes the project larger but will give the town affordable housing credits.

After a discussion it was suggested that Matt Hayes, the Planning and Economic Development Committee Representative would be the best fit. Matt is not present; Shirley will contact him to see if he is interested. Dave Kaeli has agreed to be the backup representative.

Conway School – Tina Wright – Open Space \$6500

The Conway School has indicated that they are willing to work with Medway, on a long term basis. The town's plan is due to The Conway School by October 28, 2015. The plan will focus on Briggs Property; which the Open Space Committee would like to rename it: Adams Meadows.

Costs for plan is \$6500; Open Space will bring more information to the September 2015 meeting of this Committee.

Trails Committee Jim Wieler and Dave Kaeli

Jim and Dave are putting this committee back together to assist with all of the pending trail construction. They would like to request some funds to procure an engineering/design of a structure that is needed to get across the water. More information to come at future meeting.

Adjournment:

With no further business before this Committee a motion was made and unanimously passed to adjourn this meeting at: 8:45pm.

Motion: Dave Kaeli Seconded: Jim Wieler Vote: 5-0-0

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Approved: October 5, 2015

Meeting Minutes: September 8, 2015
Medway High School Library

Call to order:

With a quorum being met, this meeting was called to order by Chairman Cerel at: 7:35pm.

Committee Members present: Mark Cerel, Chairman, Dave Kaeli, Vice Chairman, Member Gene Liscombe, Member Ken McKay, Member Alison Slack, Member Jim Wieler, Member Tina Wright, Finance Committee Liaison Ellen Hillery and Administrative Assistant Shirley Bliss.

Guest Present:

Karl Infanger and Kevin Collins, Medway High School teachers

Discussions:

StoryWalk – Karl Infanger and Kevin Collins

Mr. Infanger and Mr. Collins presented the Committee with a request for funding for this project. StoryWalk is a project that includes kiosks that in order tell a story. This story can be about anything, flowers, the history of Medway, an actual book; the story behind the high school. There will be 12 kiosks in total, along the 1.5 mile path that runs between the high school and Choate Park.

Their plan is to have different classes supply the story and each story would run approximately one month. Mr. Infanger has a Master Gardener who has volunteered to help with the landscaping of each kiosk.

This project is curriculum based and involves both literacy and exercise for all the students involved and the community that walks the trail.

The cost of each kiosk is based upon the material used and who does the building. If it is done by volunteers the costs would be approximately \$200 each; if build commercially, the costs would run \$800-\$1000 each.

After a discussion it was determined that this project would qualify under the recreation aspect of the Community Preservation Act and that although this Committee likes this idea, they need more information. Mr. Infanger and Mr. Collins were asked to come back to the October 5, 2015 meeting with more definite figures, time frames, installation information, opinions from other boards in town that should be informed of this project (ConCom, Town Administrator, BOS. School Committee). They were also instructed due to time constraints that they need to get a place holder for the November STM.

Conway School – Jennifer

Ms. _____ was present to present an update on this project.

The Conway School is very interested in working with Medway; all the required paperwork has been prepared and is ready for submittal to the Conway School for a decision. This School chooses projects to be worked on by their Master's Candidates; spring 2016 is the anticipated start date.

This project will focus on a 47.8 acre parcel of land with the possibility of an additional 9 acres being looked at.

After a discussion which included doing the work in phases in order to include the whole corridor and other long term concerns; it was noted that the Committee is generally in favor of this Open Space sponsored project.

Trails: Tina Wright

Open Space is looking to extend the current trail that is at the High School. They would like to extend it to Idylbrook Farm. They are the beginning of the process and will update as needed.

Playground Update: Tina Wright

Project will not make STM; as it has been decided that a broader look at all playgrounds is needed; with the focus being on making Choate Park into a more central point of town.

Approval of Minutes:

A motion was made and unanimously passed to accept the August 3, 2015 minutes be accepted with noted changes.

Motion: Dave Kaeli Seconded: Jim Wieler Vote: 7-0-0

Adjournment:

With no further business before this Committee a motion was made and unanimously passed to adjourn this meeting at: 8:55pm.

Motion: Ken McKay Seconded: Jim Wieler Vote: 7-0-0

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Approved: February 1, 2016

Meeting Minutes: October 5, 2015
Medway High School Library

Call to order:

With a quorum being met, this meeting was called to order by Chairman Cerel at: 7:35pm.

Committee Members present: Mark Cerel, Chairman, Dave Kaeli, Vice Chairman, Member Gene Liscombe, Member Matt Hayes, Member Paul Mahoney, Member Jim Wieler, Member Tina Wright, Finance Committee Liaison Ellen Hillery and Administrative Assistant Shirley Bliss.

Guest Present:

Board of Selectman member: Glenn Trinidad, Conservation Agent: Jennifer Graziano
Medway High School Teachers: Karl Infanger and Kevin Collins, Town Manager, Michael Boynton
DPS Director: Tom Holder

Discussions:

Town Meeting Articles:

#6: Repurpose CPA Funds: Athletic Fields Project to High School Baseball Field Improvements and the addition of a storage unit. \$195,000

Town Manager Michael Boynton DPS Director Tom Holder

Funds are the balances left in past TM Articles:

\$34,717.17 – Engineer and Design

\$160,787.07 - Construction

The purpose of this Article is to make safety improvements to the current baseball diamond.

Currently there is no safe warm up area for pitchers and the backstop is too low.

Mr. Boynton and Mr. Holder explained that in its current shape, a pitcher warming up is in the line of foul balls that are hit and the backstop is too low as currently foul balls are going over and into the woods.

Funds would be used to re-engineer field and replace backstop with a taller one. Costs: \$150,000.

The funds would also be used to purchase a storage unit with several garage doors to hold baseball equipment and track and field equipment; as well as field maintenance equipment. Costs: \$40,000.

Motion:

A motion was made and seconded to recommend that the Town repurpose the sum of \$195,000 from Article 8 of the November 18, 2013 Fall Town Meeting and Article 13 of the May 12 2014 Annual Meeting for the purpose of creating safer conditions on the high school baseball field and the addition of a storage unit. The recommendation comes with the condition that there be a mechanism in place that ensures that non-school groups have access to this field.

Motion: Jim Wieler Seconded: Matt Hayes

Vote: 7-0-0

Article 7:**Land Acquisition: 54R Adams Street****\$85,000.00****Land price: \$75,000****Legal Fees: \$10,000**

The purpose of this Article is to purchase the land listed as 54R Adams Street; which consists of approximately 33 acres.

Motion:

A motion was made and unanimously approved to recommend that the Town purchase this piece of land for the sum of \$85,000 which includes \$10,000 for anticipated legal fees with funds from the Open Space Reserves.

Motion: Jim Wieler

Seconded: Dave Kaeli

Vote: 7-0-0

Article 8:**Ecological Study of Adams Street Area****\$6500****Tina Wright and Jennifer Graziano**

The purpose of this Article is allow The Conway School to prepare an ecological study and land management plan for approximately 96 acres along Adams Street to Choate Park. This management plan will give the town a best use plan for the land.

Motion:

A motion was made and unanimously passed to recommend that the Town approve the use of \$6500 for the Conway School to provide the town with a land management plan for approximately 96 acres along Adams Street to Choate Park. Funds from the Open Space Reserves will be used to fund this Article.

Motion:

Dave Kaeli

Seconded: Tina Wright

Vote: 7-0-0

Article 9:**Trail Design and Engineering****Jim Wieler Dave Kaeli****\$35,000**

The purpose of this Article is to design and engineer a trail system from Medway High School to Lovering Street. It is an extension of the trail system that is currently in place. The Trails Committee hopes to go to bid in March, 2015. Plan is to include bridges and trails that fit into the natural landscape of the land.

Motion:

A motion was made and unanimously passed to recommend that the Town approve the use of \$35,000 to design and engineer a trail system from the High School to Lovering Street. Funds from the Open Space Reserves will be used to fund this Article.

Motion: Dave Kaeli

Seconded: Jim Wieler

Vote: 7-0-0

Article 10:**Storywalk****Karl Infanger Kevin Collins High School Teachers \$10,000**

The purpose of this Article is to fund the building of storyboards that will be placed along the trail that runs behind the high school to Choate Park. The idea is that the twelve (12) stations will tell a story as you walk along the trail. These stories, can be of any nature and will be hosted by different groups and grades on a monthly basis. These stations will be made to resist tampering, the weather and use. This Committee also asked that other town groups be allowed the opportunity to fill these stations, and that this recommendation is contingent upon there being a memorandum of understanding in place for this.

Motion:

A motion was made and unanimously passed to recommend that the Town approve the use of funds from the CPA General fund to purchase and install twelve (12) story stations along the trail that runs from behind the High School to Choate Park. This recommendation comes with the condition that these stations are not exclusive to the schools, that other town groups has an opportunity to fill them.

Motion: Dave Kaeli

Seconded: Jim Wieler

Vote: 7-0-0

Article 11:**Master Plan Update: Parks, Open space and Athletic Fields****\$19,000****Glen Trindade Board of Selectman Member, Tom Holder, DPS Director**

The purpose of this Article is to fund the updating of the field study which was last prepared in 2012. Updating of this plan is necessary in order for the town to apply for a one million dollar (\$1,000,000) grant that would be used to update these areas in town. Plan needs to be completed by January 1, 2016. The field study will be conducted by Gale Associates.

Mr. Trindade explained that although the current field study is relatively new, in order to apply for this grant it needs to be more specific. The new plan would also include an entire best use concept of all town playgrounds and fields; concentrating on Choate Park; making it the show piece the Town wants it to be. It was also mentioned that with the upcoming Route 109 construction the entrance of Choate Park will be changing, thereby causing other issues within the park. The Town is looking to have an overall idea of the best uses of the areas, rather than using funds Band-Aid problems.

Costs are undeterminable at this time, but in order to receive the one million dollar (\$1,000,000) grant from the State, the Town must commit to a spending budget of two million dollars (\$2,000,000). During this discussion concerns were raised about the need for the study, the costs of the study as well as the company that will be performing the study. Concerns included past experiences with this company and its inability to look outside the box with ideas, as well as the being bigger than a \$19,000 problem.

Committee members also expressed concerns about this companies' ability to produce a plan that will allow the town to build upon the original concept.

After a lengthy discussion surrounding the need for this document as well as the company that has been chosen to do the study a motion was made:

Discussion:

Concerns were raised as to the need to provide guidance to the company chosen in the form of: maps, layouts, how to prepare for the grant application and pricing for plans moving forward. It was also stated that this company/Town should include the Friends of Choate and other town groups in all discussions for this concept. It was agreed by all that town Administrator Michael Boynton will take responsibility to ensure that this happens.

Motion:

A motion was made and passed to recommend that the town approve the use of \$19,000 of Community Preservation Act Funds from the Open Space Reserves to fund a consulting, design and engineering services to update the town of Medway Parks' Open Space and Athletic Fields Master Plan; including improvements to Choate Park, and enhanced access to open space. The product the Town receives must be a building block for the future uses with or with the State Grant money.

Motion: Jim Wieler

Seconded: Paul Mahoney

Vote: 6-1-0

Dissenting: Tina Wright

Other Notes;

It was noted that in the future any commitments that finish under budget; those remaining funds should be put back in the CPA account and not allocated to another project.

Meeting Minutes Approval:

The meeting minutes for the September 8, 2015 were approved as amended.

Motion: Dave Kaeli

Seconded: Tina Wright

Vote: 7-0-0

Adjournment:

With no further business before this Committee a motion was made and unanimously passed to adjourn this meeting at: 8:45pm.

Motion: Dave Kaeli Seconded: Jim Wieler

Vote: 7-0-0

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Ellen Hillery, Finance Committee Liaison

Approved: February 1, 2016

Meeting Minutes: November 16, 2015
Medway High School Guidance Center
Meeting Prior to Special Fall Town Meeting

Call to order:

With a quorum being met, this meeting was called to order by Chairman Cerel at 6:25pm.

Committee Members present:

Mark Cerel, Chairman, Dave Kaeli, Vice Chairman, Member Alison Slack, Member Jim Wieler, Member Paul Mahoney, Member Matthew Hayes, and Administrative Assistant Shirley Bliss.

Discussions:

Town Meeting Articles:

StoryWalk

Karl Infanger and Kevin Collins

Source of funding has changed from Open Space to Unrestricted; change to be made on the floor of the Town Meeting.

Trail Design:

Trails Committee – Jim Wieler

Amount of request has changed to: \$35,000.

Current buildout estimate is \$200,000 – this includes a 300 foot boardwalk (\$140,000).

Next step is to meet with the residents of Iarussi Way; although subdivision stipulates land for trails.

Lee Land: \$85,000

Jim Wieler

It appears that this land purchase may contain more land than originally thought.

Flagpoles for Veterans Park:

Mark Cerel

Colonel Matondi has asked the CPC to purchase flagpoles for this park. CPA funds could only be used for this purchase if this park is designated "historical". Colonel Matondi is looking for the purchase of 6 poles – one for each arm of the service. Further discussion will take place at the January 2016 meeting.

Hosting of Regional Meeting of Land Trust: Jim Wieler

Meeting would focus on restrictions, and networking for the Land Trust.

Committee was supportive of this idea and will discuss further at the January 2016 meeting. Jim Wieler will return with suggested dates.

Accounts Payable:

Payroll:	Shirley Bliss	July 1, 2015 thru October 26, 2015	\$481.01
	Motion to approve as presented.		
	Motion:	Jim Wieler	Seconded: Matt Hayes
			Vote: 5-0-0

December 2015 Meeting:

Due to the holidays, there will be no December 2015 meeting
Next meeting is scheduled for: January 4, 2016

Adjournment:

With no further business before this Committee a motion was made and unanimously passed to adjourn this meeting at: 6:40pm.

Motion:	Matt Hayes	Seconded:	Jim Wieler	Vote:	5-0-0
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