

**Town of Medway  
Economic Development Committee  
Thursday, July 19, 2018  
155 Village Street  
Sanford Hall**

**MEMBERS PRESENT:**

Paul Yorkis, Keith Peden, Deanna Kaiser Doughty, Jennifer Kendall, Rich Di Iulio, and Anthony Varrichione.

**ALSO PRESENT:**

Barbara J. Saint Andre, Director, Community and Economic Development

Chairman Yorkis opened the meeting at 7:04 pm.

**Public Comments:**

There were no public comments.

**Annual Reorganization:**

Chairman Yorkis asked for nominations for Chairman. Mr. Di Iulio nominated Mr. Peden as Chairman, seconded by Ms. Doughty. There were no further nominations. The Committee voted unanimously to elect Mr. Peden as Chairman.

Mr. Yorkis asked for nominations for Vice-chairman. Ms. Kendall nominated Ms. Doughty as Vice-chairman, seconded by Mr. Varrichione. There were no further nominations. The Committee voted unanimously to elect Ms. Doughty as Vice-chairman.

Mr. Peden took over chairing the meeting.

**Prioritizing Goals:**

Chairman Peden began the discussion of setting priorities for the Committee going forward. Ms. Doughty would like to help with updating the town's Development Handbook, which has not been updated for some time. The members discussed the importance of having a single point of contact at the Town for developers and homeowners wanting to improve their property. They need to know how the process works. The current Development Handbook is a good starting point. The Handbook should be aspirational and have graphics to make it easier to follow. Mr. Di Iulio asked if the new Handbook when finished could be linked on the Town website homepage. The members agreed to look at the current Handbook and come back to the next meeting with suggestions for a plan for updating the Handbook.

The members also discussed the need to work on the Committee's website, keep it up to date and include more information, perhaps working with the Town's Communications Director.

Chairman Peden next asked how the Committee could foster a better working relationship with the Town's business community and the Medway Business Council. There was general discussion about the Medway Business Council, what it is, when it meets, and its recent "buy Medway" initiative. It was suggested that the Committee could meet with members of the Business Council at some point. Going forward the Chairman will attend Medway Business Council meetings to begin the process of demonstrating the EDC's support toward working together. The Committee and the Business Council could work together on marketing Medway businesses, such as creating videos for the Town website highlighting particular businesses.

### **Potential Zoning By-law amendments:**

Ms. Saint Andre reported that there is only one potential zoning by-law amendment contemplated for the fall town meeting by the Planning and Economic Development Board, and that is to amend the multi-family housing overlay district. Members discussed the need to update the sign by-law, which is currently being reviewed, and perhaps changes to encourage businesses in Medway Village and at Lincoln Street. The members will bring forward any ideas for zoning changes at a future meeting, to work on for potential inclusion in the May 2019 annual town meeting.

### **Oak Grove Zoning Task Force:**

The next item was to appoint a member of the Economic Development Committee to the Oak Grove Zoning Task Force. It was explained that the Task Force is an important committee, which is working with consultant Ted Brovitz to craft the proposed zoning for the Oak Grove Urban Renewal Area.

**On a motion made by Ms. Kendall, and seconded by Mr. Yorkis the Committee voted unanimously to appoint Mr. Varrichione as its representative on the Oak Grove Task Force.**

### **Route 109/I-495 Interchange:**

At the Committee's last meeting, it had agreed to send a letter to Senator Spilka and Representatives Murray and Roy. The letter asks to reduce congestion at the Route 109 and I-495 interchange by changing the Medway left hand turn signals to replicate what was done in the Town of Franklin. Ms. Saint Andre provided the members with a proposed letter. All were in agreement to send the letter, which the Chairman will sign on behalf of the Committee. The Committee also discussed the status of a potential traffic signal at the Route 109/Trotter Drive intersection.

Ms. Doughty asked if the Town has an organizational chart that shows how all the town boards and committees are established, their roles, etc. She stated a willingness to work on such a chart for the next meeting; Ms. Saint Andre will help out with providing her information.

**Approval of minutes:**

**On a motion made by Mr. Yorkis, and seconded by Mr. Varrichione, the Committee voted unanimously to accept the minutes from March 14, 2018**

**Next meeting:**

It was agreed that the third Thursday of the month will be the Committee's regular meeting date. The next meeting will be Thursday, August 16, 2018.

**Adjourn:**

**On a motion made by Mr. Yorkis, and seconded by Ms. Kendall the Economic Development Committee voted unanimously to adjourn the meeting at 8:17 pm.**

Respectfully Submitted,

Barbara J. Saint Andre  
Director, Community and Economic Development