

Board Members

Andy Rodenhiser, Chair
Sarah Raposa, A.I.C.P.,
Vice-Chair
Timothy Harris, Clerk
John Parlee, Member
Alexandra Vinton,
Associate Member



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TOWN OF MEDWAY

COMMONWEALTH OF MASSACHUSETTS

PLANNING AND ECONOMIC DEVELOPMENT BOARD

Meeting Minutes

Tuesday, July 23, 2024 @ 7:00 p.m.

Medway Town Hall, 155 Village Street, Medway, MA

	Andy Rodenhiser Chairperson	Sarah Raposa Vice Chairperson	Timothy Harris Clerk	John Parlee	Sasha Vinton
Attendance	X	X	X	X	X

Also in attendance:

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

Jeremy Thompson, Planning and Economic Development Coordinator

The Chair opened the meeting at 7:00 p.m., it was announced that the meeting would be recorded.

There were no citizen comments.

Continuation Public Hearing: The Chair read the public hearing notice: 39 Alder Street (continuation from June 11, 2024), application for major site plan review, Groundwater Protection District special permit, and special permit for construction equipment/machinery sales, leasing or rental, including construction of a new 12,054 square foot building

A recommendation was made to continue the hearing for 39 Alder Street to August 27, 2024.

On a motion made by Sarah Raposa, seconded by Tim Harris, the Board voted to continue the hearing for 39 Alder Street to August 27, 2024, at 7:00 p.m. by a vote of 5-0.

Discussion of Speroni Acres:

The Board discussed the increased estimate for preparing the as-built plan of an additional \$5,500.00 from the original amount of \$3,200.00. Consultant Steve Bouley of Tetra Tech explained that the company needs to subcontract with another surveyor since their surveyor did not renew his license. The plans will need to be stamped and signed in order to receive street acceptance. The Board believes this issue should be resolved by Tetra Tech. Mr. Bouley will consult with his manager and will report back to the Board.

Discussion of MBTA Communities Zoning:

Vice Chair Raposa stated that the area where she lives is located within a potential compliance district and she recused herself from the discussion, left the Board and sat in the audience for the entirety of this discussion.

Consultant Judi Barrett of Barrett Planning Group was present by zoom.

The Board was informed that a special PEDB meeting addressing MBTA Communities Law will take place on August 6, 2024. In preparation for that meeting, the Board was presented with a packet of information for possible handouts for that evening, explaining the eight areas of town under consideration for the MBTA Communities zoning to bring the Town into compliance. It was suggested to have these 8 potential districts enlarged and displayed on posterboards. Consultant Barrett will also provide a slide presentation. There was a suggestion to add color to parcels which are more than 25 acres. It was recommended by the consultant to have the Board come up with three top options. The parking is about 1.5 spaces per unit. After review of the options 1-8, the Board recommends options 1, 2, 3 and 6. These are relatively developed sites already.

Resident, Stephen Brody, West Street would like to see the Glen Brook Way - 20 units per acre modeling assumption trimmed down. Ms. Vinton explained that the assumption was based on what can fit on the site, not what necessarily will fit on the site when factoring other site characteristics in.

There will be a special meeting on the potential districts for the MBTA Communities zoning to be held on August 6th at the Middle School with availability on zoom. The fall town meeting warrant opens August 12, 2024, and closes in September. The Board's public hearing for zoning amendments will be on October 8, 2024. The town website has links to access information on MBTA Communities zoning.

Member Raposa rejoined the Board.

6 Samoset Circle – ANR Plan:

The Board is in receipt of a plan submitted for 6 Samoset Circle as not requiring approval under the Subdivision Control Law (ANR).

Motion to endorse the ANR Plan for 6 Samoset Circle, by Sarah Raposa, second Tim Harris, passed by a vote of 5-0

Certificate of Completion - 149 Main Street AUOD:

Engineer David Faist was present representing 149 Main Street. The Board was informed that the as-built plans have been submitted and reviewed. There is a signed agreement for the ongoing maintenance

of the landscaping. Mr. Faist clarified that roof drain drywells do not need to be cleaned; runoff goes from the roof drain direct to the field drain underground. The sign offs are complete.

Motion to issue and sign the Certificate of Completion for 149 Main Street, by Sarah Raposa, second John Parlee, passed by a vote of 5-0

Certificate of Completion- Choate Trail Way:

The Board is in receipt of the paperwork for the Certificate of Completion for Choate Trail Way. The final inspection was completed by Consultant Bouley but there needs to be clarification on trespass signs in the 15-foot-wide trail easement. There is also overgrowth on the trail. Another question was raised regarding the boulders, and landscape plantings.

Motion to grant an extension for completion of the Choate Trail Subdivision to August 27th , 2024, by Sarah Raposa, second Tim Harris, passed by a vote of 5-0

56 Summer Street (Mockingbird Lane) Plan Endorsement:

The Board is in receipt of the documents for plan endorsement for 56 Summer Street. Mr. Bouley noted that the requirements have been satisfied. There was a question about the architectural renderings along with the color of the buildings and if that will be noted within the plan set. The list from the Design Review Committee will be checked.

Motion to extend plan endorsement deadline for 56 Summer Street, by Sarah Raposa, second Tim Harris, vote passed 5-0.

EDC Membership Bylaw Amendments:

There is a proposed bylaw amendment to change the Economic Development Committee (EDC) membership from 7 to 5. There has been an issue with the EDC being able to meet quorum. The Board is fine with this recommendation.

Subdivision Regulations:

The Board is in receipt of the Subdivision Regulations. It was recommended to have the Board discuss the document in sections. There will need to be a public hearing on the various edits to those sections. The various sections will be prioritized and presented to the Board.

Construction Reports:

- Those were provided to the Board for review. A suggestion was raised to provide captions for each photo.

Administrative Review:

- The Board was made aware that an administrative review was approved for 9 Lincoln Street for a 6-foot fence.

Approval of Minutes:

June 25, 2024:

Motion to approve the meeting minutes from June 25, 2024, by Sarah Raposa, second Tim Harris, passed by a vote of 5-0

Other business:

- The Historical Commission will make a presentation to the Select Board regarding local historic districts at their August meeting.

Next Meeting:

- August 13, 2024.

Adjourn:

Motion to adjourn the meeting by Sarah Raposa, second John Parlee, passed by a vote of 5-0 at 8:55 p.m.

Respectfully Submitted,

Amy Sutherland
Recording Secretary

Edited by:
Barbara Saint Andre
Director, Community and Economic Development Department

Jeremy Thompson
Planning and Economic Development Coordinator

List of Documents Reviewed at this Meeting:

1. MBTA Model Results Table
2. MBTA Compliance District Locational Map
3. MBTA Compliance District Info Sheets
4. MBTA Communities Law – 8/6/24 Special Meeting Flyer
5. 149 Main St. Cultec Contactor – Field Drain C-4HD Specification Sheet
6. Town of Medway Economic Development Committee Bylaw proposed Amendment