

## Board Members

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



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# TOWN OF MEDWAY

## COMMONWEALTH OF MASSACHUSETTS

## PLANNING AND ECONOMIC DEVELOPMENT BOARD

### Meeting Minutes

**Tuesday, June 11, 2024 @ 7:00 p.m.**

**Medway Town Hall, 155 Village Street, Medway, MA**

	<b>Andy Rodenhiser Chairperson</b>	<b>Sarah Raposa Vice Chairperson</b>	<b>Timothy Harris Clerk</b>	<b>John Parlee</b>	<b>Sasha Vinton</b>
<b>Attendance</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>

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. and announced that the meeting is being recorded by Medway Cable Access.

### **Public Comment**

There were no public comments.

### **Continuation Public Hearing, 39 Alder Street:**

7:00 p.m. **39 Alder Street** (continuation from April 23, 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.

The applicant has requested a continuance to July 23<sup>rd</sup>.

**On a motion made by Sarah Raposa, seconded by Tim Harris, the Board voted unanimously to continue the public hearing for 39 Alder Street to July 23, 2024 at 7:00 p.m.**

### **ANR Plan 116 Winthrop Street:**

The Board is in receipt of a plan for 116 Winthrop Street submitted for endorsement as not requiring approval under the Subdivision Control Law (ANR). The application was reviewed. It meets the requirements for endorsement.

**On a motion made by Sarah Raposa, seconded by Sasha Vinton, the Board voted unanimously to endorse the ANR plan for 116 Winthrop Street as not requiring approval under the Subdivision Control Law.**

### **Choate Trail Way Subdivision:**

The applicant has requested a 90-day extension to complete the subdivision.

**On a motion made by Sarah Raposa, seconded by Sasha Vinton, the Board voted unanimously to grant a 90-day extension for the Choate Trail Way Subdivision.**

### **Speroni Acres Street Acceptance Update:**

The Board was informed that there has been an updated punch list. The plans are not yet complete. The title work is also being completed. There has been progress, but the intent is to have a complete package for the Board to review.

### **MBTA Communities Zoning Discussion:**

The planned community forum for the MBTA Communities Law needed to be postponed since two of the panelists were unable to attend due to personal exigent circumstances. An event will be rescheduled for another date and time. Staff continue to assess smaller parcels (ex. 39 Main Street) that can either be incorporated into other proposed districts or can stand alone as new districts. A map of potential districts was shared. The Town needs to have at least one district of at least 25 acres, the ones under consideration at the present time were shown on the map: 154 Summer Street; a portion of the Central Business District consisting primarily of the Meehan properties; a parcel off Holliston Street owned by the Cassidy family to be accessed through Kenney Drive; and West Street adjacent to Glen Brook (a portion of the proposed battery energy storage facility site). Members discussed implementing a ranking system of these options. It was the consensus to pursue modeling of all four sites.

### **Discussion of Subdivision Rules and Regulations:**

The Board was informed by Ms. Saint Andre that efforts to revise the existing Subdivision Rules and Regulations, which have not been updated since 2015, will be done in manageable chunks spread out over several meetings. The Board reviewed the red lined version of the Approval Not Required (ANR) section. The Board deliberated over several submittal and contents requirement provisions. Consultant Bouley will assist with reviewing technical and engineering components within the Subdivision Rules and Regulations.

### **Committee Appointments:**

**On a motion made by Sarah Raposa, seconded by John Parlee, the Board voted unanimously to reappoint the slate of committee members for the Design Review Committee, Economic Development Committee, and Open Space Committee for terms of two-years each.**

Design Review Committee: Matt Buckley and Janine Clifford

Economic Development Committee: Kristen Salera

Open Space Committee: Denise Legee, Charlie Ross, Andrea Burke, Jim Wickis

Mr. Rodenhiser thanked all the committee members for their service.

**Construction Reports:**

- Project elements of 2 Marc Road were discussed briefly, including the installation of silt fence barriers along the northern limit of work, erosion control measures, the drainage facilities north of the building expansion, and the placement of infiltration basins which are not yet installed.

**Approval of Minutes: May 28, 2024:**

**On a motion made by Sarah Raposa, seconded by Tim Harris, the Board voted unanimously to approve the minutes from May 28, 2024.**

**Adjourn:**

**On a motion made by Sarah Raposa, seconded by Tim Harris, the Board voted unanimously to adjourn the meeting at 8:06 p.m.**

Respectfully Submitted,

Amy Sutherland  
Recording Secretary

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

**List of Documents Reviewed at this Meeting**

MBTA Community Zoning – Town of Medway Parcel Map with Proposed Districts Outlined  
MBTA Community Zoning – Maps of Proposed Districts  
Subdivision Rules and Regulations – Approval Not Required (Strikethrough Version)  
Field Report – 2 Marc Road  
Lis of Committee Reappointments