

Board of Selectmen

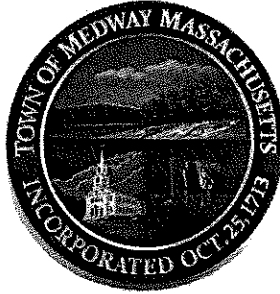
John A. Foresto, Chair

Maryjane White, Vice-Chair

Richard A. D'Innocenzo, Clerk

Dennis P. Crowley

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TOWN OF MEDWAY

COMMONWEALTH OF MASSACHUSETTS

Board of Selectmen's Meeting

January 4, 2016, 7:00 PM

Sanford Hall, Town Hall

155 Village Street

Agenda

7:00 PM

- Call to order; Recitation of the Pledge of Allegiance
- Public Comments

Other Business

1. Approval – Housing Production Plan
2. Vote – Entertainment License Request – Hang Tai
3. Vote – Banner Display Request – Medway Youth Lacrosse
4. Approval – One-Day Liquor License Applications
 - a. Sandra McClure – Thayer Homestead – January 30, 2016
 - b. Suleima DaCruz – Thayer Homestead – July 2, 2016
 - c. Medway/Millis HS Gymnastics Team – Thayer Homestead – April 7, 2016
5. Approval – Norfolk County Mosquito Control Budget
6. Correspondence Response – MDTC Letter
7. Action Items from Previous Meeting
8. Approval of Warrants
9. Approval of Minutes
10. Town Administrator's Report
11. Selectmen's Reports

Upcoming Meetings, Agenda and Reminders

January 19, 2016 ---- Regular Meeting (Mon. holiday)

The listed matters are those reasonably anticipated by the Chair to be discussed at the meeting. Not all items may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

February 1, 2016 ---- Regular Meeting
February 16, 2016 ---- Regular Meeting (Mon. holiday)

The listed matters are those reasonably anticipated by the Chair to be discussed at the meeting. Not all items may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

AGENDA

ITEM #1

Approval – Housing Production Plan

Associated backup materials attached:

- Production Plan

Proposed motion: I move that the Board vote to approve the housing production plan as presented.

Town of Medway

Housing Production Plan



2015

Adopted by:
Affordable Housing Committee 11/5/2015
Affordable Housing Trust 11/5/2015
Board of Selectmen / /2015
Planning and Economic Development Board / /2015

MEDWAY

HOUSING PRODUCTION PLAN

2015 UPDATE

Board of Selectmen

John Foresto, Chairman
Mary Jane White, Vice-Chairman
Richard D'Innocenzo, Clerk
Glenn Trindade
Dennis Crowley

Approved ___/___/15

Affordable Housing Committee

Bob Ferrari, Chair
Michael Leone
Judi LaPan
Teresa O'Brien
John Parlee
Sue Rorke
Alison Slack
Karen Soter

Approved 11/5/15

Planning and Economic Development Board

Andy Rodenhiser, Chairman
Robert K. Tucker, Vice-Chairman
Thomas A. Gay, Clerk
Matthew Hayes, P.E.
Richard Di Iulio

Approved --/--/15

Affordable Housing Trust

Ann Sherry, Chair
Judi LaPan
John Maguire
Karen Soter
Glenn Trindade

Approved 11/5/15

Michael E. Boynton, Town Administrator
Stephanie Mercandetti, Community and Economic Development Director
J. Douglas Havens, Community Housing Coordinator
Susy Affleck Childs, Planning and Economic Development Coordinator

Consultant:

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Table of Contents

Introduction	1
I. Comprehensive Housing Needs Assessment	2
A. Demographic Profile	2
Population	2
Income	3
B. Growth Projections	7
Age Cohorts	7
Regional Growth	7
C. Housing Stock	11
Types of Housing	11
Age of Housing	11
Household Size	14
Housing Occupancy	15
Current Development Trends	15
Affordable Housing Stock – Chapter 40B	18
Home Values and Rent Levels	19
Supply-Demand Housing Gap	21
D. Developmental Constraints	26
Chapter 21E Sites	26
Natural Wildlife Habitats	27
Zone II Areas	28
E. Capacity of Infrastructure	30
Water and Sewer	30
Roads	31
Public Transit	31
Schools	31
II. Affordable Housing Goals	33
A. Background – Setting Sights for Success	33
1999 Master Plan Goals	33
1999 Master Plan Housing Objectives	33
Milestones: Meeting the Housing Goals of the 1999 Master Plan	34
B. 2015 Housing Production Plan: Goals and Objectives – Carrying the Effort Forward	36
III. Implementation Strategies	44
A. Locations	44
B. Basic Strategies	47
C. Numerical Targets and Schedule	51
D. Certification	52
Appendix	54
Endnotes	56

List of Tables

1. Population Characteristics, 2000-2013	3
2. Income Characteristics, 2013	4
3. Median Family Income, in Medway, Abutting Towns, Boston MSA and Massachusetts, 1999-2013	5
4. Population Projections to 2020 and 2030, by Age Cohort	7
5. Population Growth in SWAP Sub-Region, 2000-2013	9
6. Types of Housing Units in Medway and in Massachusetts, 2013	12
7. Age of Housing Units in Medway and in Massachusetts, 2013	13
8. Number of Rooms in Medway and in Massachusetts, 2013	14
9. Average Household Size in Medway and in Massachusetts, 2000, 2013	14
10. Building Permits in Medway and Abutting Towns, 2005-2013	16
11. Median Housing Unit Values and Rents, Medway and Surrounding Towns, 2013	19
12. Medway Home Values and Percentage of Income Needed for Housing for Owner-Occupied Units, 2013	20
13. Medway Rents and Percentage of Income Needed for Rents, 2000	20
14. Medway Median Home Value, 2009-2015	22
15. Medway Median Rent 2011-2015	22
16. Medway Housing Supply-Demand Gap by Household Income	24
17. Chapter 21E Sites	27
18. Numerical Targets and Schedule	50

List of Figures

1. Median Family Income in Medway, Abutting Towns, Boston MSA and Massachusetts, 1999-2013	6
2. Population Projections to 2020 and 2013 by Age Cohort	8
3. Population Growth in SWAP Sub-Region, 2000-2013	10
4. Medway Single Family Building Permits, 2005-2013	17
5. Medway Median Home Value, 2009- 2015	23
6. Medway Housing Supply-Demand Gap by Household Income	25
7. Developmental Constraints Map	29
8. Housing Development Targets	45
9. Multifamily Development Overlay District	47

Introduction

This Housing Production Plan is an update to the 2010 Housing Production Plan. It is written in compliance with the guidelines and requirements for Housing Production Plans adopted by the Massachusetts Department of Housing and Community Development according to 760 CMR 56.03. Approval of this plan is valid for a period of five years.

The first section of the plan is a **Comprehensive Housing Needs Assessment**, which provides an analysis of current and future projected housing-related statistics. First, local and regional population and income statistics related to housing are presented. Next, growth projections on both a local and regional level are discussed. Then, the housing stock currently available in Medway is summarized by type, age, size and affordability. Finally, developmental constraints and the capability of the existing infrastructure to support additional growth are analyzed.

The second section presents **Affordable Housing Goals**. It begins with a review of the goals of the 1999 Master Plan, and a chronology of the town's actions since adopting the plan. Next, it discusses current goals and objectives:

Goal 1: Identify Housing Needs

Goal 2: Strengthen Organizational Infrastructure to Implement Housing Plans.

Goal 3: Identify Viable Locations and Optimize Opportunities for Their Development.

Goal 4: Identify Zoning Practices that Encourage Housing Development that Best Serves Our Community's Needs.

Goal 5: Explore and Utilize Creative Development Opportunities

The final section, **Implementation Strategies** discusses a variety of options available for accomplishing the goals and objectives of the Affordable Housing Goals section. Such strategies include encouraging the use of the ARCPUD and open space subdivision bylaws, monitoring the accessory apartment and inclusionary zoning bylaws, and developing additional public housing as well as criteria for local initiative program projects. It also identifies locations for additional housing and provides numerical targets and a schedule for producing affordable housing.

Section I: Comprehensive Housing Needs Assessment

A. Demographic Profile

Population

Medway's population characteristics as estimated by the U.S. Census Bureau's American Community Survey for 2013 and trends since 2000 are presented in Table 1. The total population was 12,866. The age distribution indicates a family-oriented community with the most populous cohorts falling between ages 0-14 and 25-54. The least populous cohorts in 2000 were those between ages 15 to 24 and over 55. By 2013, those cohorts were still among the lowest, though the numbers for the over 55 group increased significantly as the population aged. The 15-24 cohort also increased in numbers as the 5-14 cohort aged into it.

The decline in 5-14 year olds coupled with the drop in nearly half of 35-44 cohort and the decline in the 25-34 cohort indicates a reduced need for single-family homes. The significant increases in the over 55 population and the increase in the 20-24 cohort indicate the need for apartments or condominiums to meet the needs of those groups.

Income

Income characteristics in Medway in 2013 are presented in Table 2. Whether measured by household or by family, a large majority of households (63.9%) and families (71.5%) earned between \$50,000 and \$200,000 annually. The medium household income was \$106,132 while the medium family income was \$125,865. Only 2.8 percent of families in Medway earned under \$35,000 per year. Table 2 also shows the maximum income limits for affordable housing as determined by the U.S. Department of Housing and Urban Development (HUD). Their figures are based on levels of 30%, 50% and 80%¹ of median family income for the entire metropolitan area.

Table 3 presents Medway's 1999, 2011 and estimated 2013 median family incomes compared to abutting communities, the region, and the state as a whole. Medway compares favorably in this measure as only Norfolk and Holliston have a higher median family income. Medway's median family income is compared to that of the region and the state graphically in Figure 1. Medway's also had the third highest rate of growth in income (again after Norfolk and Holliston) from 1999 to 2011 and well above the Boston MSA and State average. It fell to 4th in increase from 2011-2013,

Table 3 also presents the HUD income limits for 2- and 3-person families. Medway's average household size in 2013 was 3.07 for owner-occupied units and 1.66 for rented units.

¹ The 80% level is limited to be no greater than the median family income for the U.S. as a whole with some adjustments (up to 5%) for high housing cost areas, which results in a 70.8% level for the Boston-Cambridge-Quincy MSA.

**Table 1:
Population Characteristics, 2000-2013**

Subject	2000		2010		2013	
	Number	Percent	Number	Percent	Number	Percent
Total Population	12,448	100	12,752	100	12,866	100
SEX AND AGE						
Male	6,032	48.5	6,205	48.7	6,159	47.9
Female	6,416	51.5	6,547	51.3	6,707	52.1
Under 5 years	1,067	8.6	693	5.4	1,071	8.3
5 to 9 years	1,236	9.9	981	7.7	836	6.5
10 to 14 years	1,119	9.0	1,150	9.0	895	7.0
15 to 19 years	718	5.8	1,021	8.0	890	6.9
20 to 24 years	357	2.9	556	4.4	634	4.9
25 to 34 years	1,445	11.6	982	7.7	1,239	9.6
35 to 44 years	2,707	21.7	1,899	14.9	1,443	11.2
45 to 54 years	1,820	14.6	2,579	20.2	2,642	20.5
55 to 59 years	501	4.0	888	7.0	886	6.9
60 to 64 years	341	2.7	678	5.3	871	6.8
65 to 74 years	636	5.1	650	5.1	702	5.5
75 to 84 years	358	2.9	487	3.8	438	3.4
85 years and over	143	1.1	188	1.5	319	2.5
Median age (years)	36	NA	41.2	NA	42.1	NA
25 to 59	6,473	52.0	6,348	49.8	6,210	48.3
60 to 84	1,335	10.7	1,815	14.2	2,011	15.6
65 years and over	1,137	9.1	1,325	10.4	1,459	11.3
85 years and over	143	1.1	188	1.5	319	2.5

Source: U.S. Census 2000, 2010; American Community Survey, 5-year Estimates 2009-2013

**Table 2:
Income Characteristics, 2013**

Income In 2013	Number*	Percent
Households	4439	100
Less than \$10,000	93	2.1
\$10,000 to \$14,999	160	3.6
\$15,000 to \$24,999	231	5.2
\$25,000 to \$34,999	160	3.6
\$35,000 to \$49,999	297	6.7
\$50,000 to \$74,999	550	12.4
\$75,000 to \$99,999	577	13.0
\$100,000 to \$149,999	1088	24.5
\$150,000 to \$199,999	621	14.0
\$200,000 or more	661	14.9
Median household income (dollars)	\$106,132	

Income In 2013	Number*	Percent	HUD Income Limits 2-person Family#	HUD Income Limits 3-person Family#
Families	3,431	100		
Less than \$10,000	14	0.4		
\$10,000 to \$14,999	51	1.5		
\$15,000 to \$24,999	0	0.0	30% -- \$23,650	30% - \$26,600
\$25,000 to \$34,999	31	0.9		
\$35,000 to \$49,999	220	6.4	50% -- \$39,400	50% -- \$44,350
\$50,000 to \$74,999	319	9.3	70.8% -- \$55,800	70.8% -- \$62,750
\$75,000 to \$99,999	518	15.1		
\$100,000 to \$149,999	995	29.0		
\$150,000 to \$199,999	621	18.1		
\$200,000 or more	662	19.3		
Median family income (dollars)	\$125,865			

Source: American Community Survey, 5-year Estimates 2009-2013

* Calculated by authors from estimated percentages. The ACS estimates for each category have margins of error varying from .6 to 4.1

2015 HUD limits for 2 and 3 person households (median family sizes for rented and owned housing units in Medway) for Extra Low (30%), Very Low (50%) and Low (70.8%) Income Families as a percentage of the Median Family Income for Boston-Cambridge-Quincy MSA

**Table 3:
Median Family Income in Medway and Abutting Towns, Boston MSA,
and Massachusetts, 1999-2013**

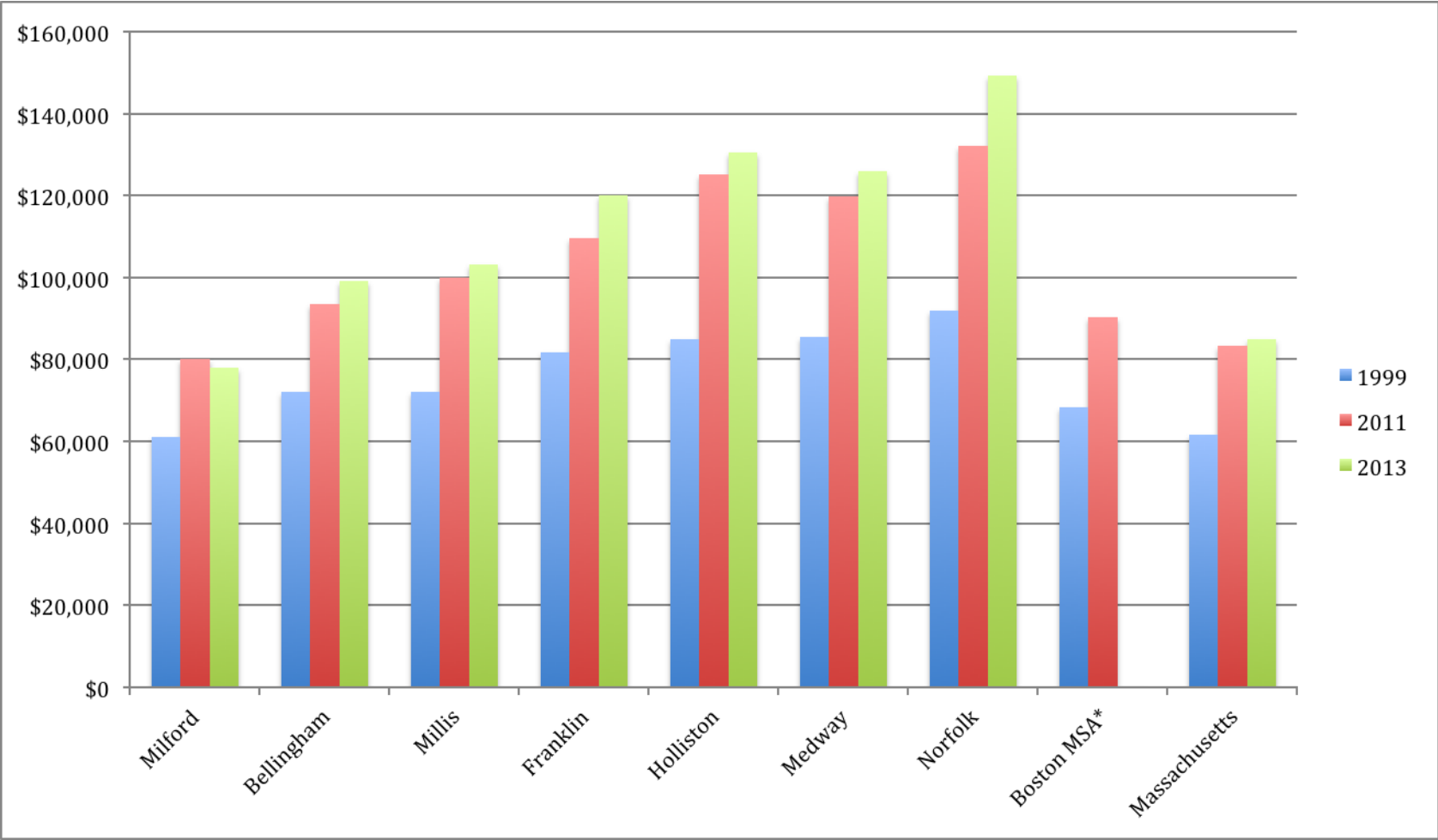
	1999	2011	%Change 1999-2011	2013	%Change 2011-2013
Milford	\$61,029	\$80,127	31.3%	\$77,865	-2.8%
Bellingham	\$72,074	\$93,655	29.9%	\$99,157	5.9%
Millis	\$72,171	\$99,906	38.4%	\$103,173	3.3%
Franklin	\$81,826	\$109,602	33.9%	\$119,957	9.4%
Holliston	\$84,878	\$125,236	47.5%	\$130,647	4.3%
Medway	\$85,627	\$119,864	40.0%	\$125,865	5.0%
Norfolk	\$92,001	\$132,250	43.7%	\$149,302	12.9%
Boston MSA*	\$68,341	\$90,330	32.2%	NA	NA
Massachusetts	\$61,664	\$83,371	35.2%	\$84,900	1.8%

Source: U.S. Census 2000, American Community Survey 2011, 2013

*Boston-Cambridge-Quincy MA-NH Metro Area

DRAFT

**Figure 1:
Median Family Income in Medway, Abutting Towns, Boston MSA and Massachusetts, 1999-2013**



Source: U.S. Census 2000, American Community Survey 2011, 2013
 *Boston-Cambridge-Quincy MA-NH Metro Area

B. Growth Projections

Age Cohorts

Table 4 presents projected population by age cohort according to a 2014 Metropolitan Area Planning Council (MAPC) study. That study used 2 scenarios and both projected little growth in Medway to 2030. The projections were close enough that only one is presented here for simplicity. The projections for the years 2020 and 2030 indicate a continuing trend toward an older population as current residents grow older and move into new cohorts. The increase in residents in ages 65 and greater is significant, and the fact that the 50-65 age cohorts show the highest numbers (equaling more than 27% of the total projected population) indicates that the trend will continue beyond 2030.

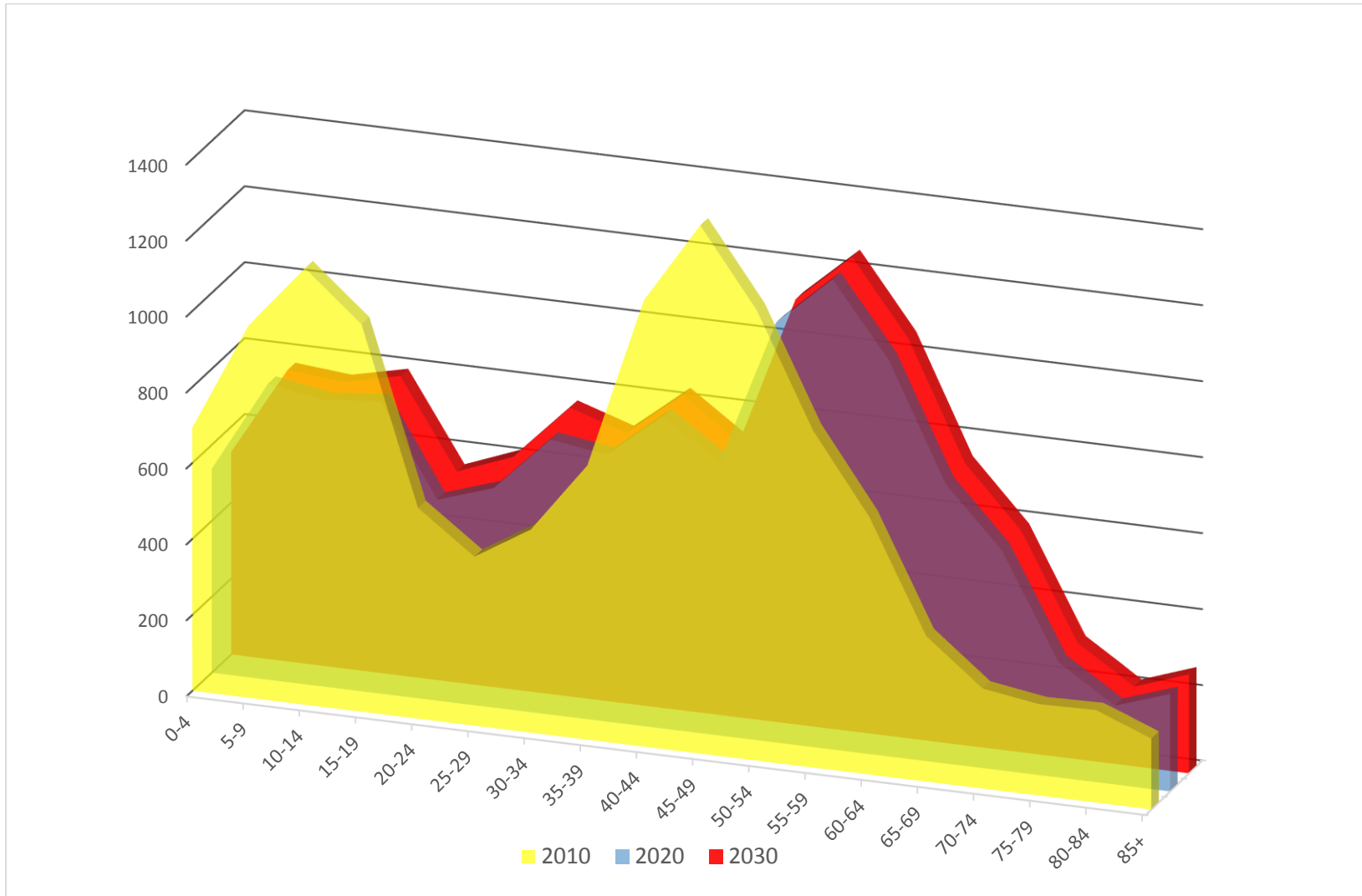
The projection also indicates a decline in school-aged children. The 5-19 cohorts decline by 840, or 26.6% Figure 2 provides a visual depiction of these trends, which provide further evidence of the need for housing types other than single-family homes, and that Medway is especially underserved by apartments and smaller homes/condos for both young people in their late 20's/early 30's as well as for older residents wishing to downsize.

Table 4:
Population Projections to 2020 and 2030, by Age Cohort

Age Group	2010	2020	2030
0-4	693	537	534
5-9	981	780	768
10-14	1,150	756	755
15-19	1,021	771	789
20-24	556	530	556
25-29	446	579	613
30-34	536	725	761
35-39	723	704	713
40-44	1,176	824	831
45-49	1,392	722	726
50-54	1,187	1,107	1,120
55-59	888	1,239	1,250
60-64	678	1,044	1,053
65-69	385	738	744
70-74	265	580	584
75-79	242	305	307
80-84	245	209	211
85+	188	258	262
TOTAL	12,752	12,409	12,578

Sources: Metropolitan Area Planning Council projection, January 14, 2014; U.S. Census 2010

Figure 2: Medway Population Projections to 2020 and 2030, by Age Cohort



Sources: Metropolitan Area Planning Council projection, January 14, 2014
U.S. Census 2010

Regional Growth

Table 5 presents population growth in the Southwest Area Planning (SWAP) sub-region (plus Holliston) from 2000 to 2013. Between 2000 and 2013, Medway's population grew from 12,448 to 12,866, an increase of 3.4%. This was the fourth-lowest percentage increase in the 10-town sub-region of the MAPC area, putting Medway in the lower half of the group with a rate that is half of the rate for region as a whole, and less than Massachusetts. Hopkinton, Norfolk and Franklin led the region in growth.

**Table 5:
Population Growth in SWAP Sub-Region², 2000-2013**

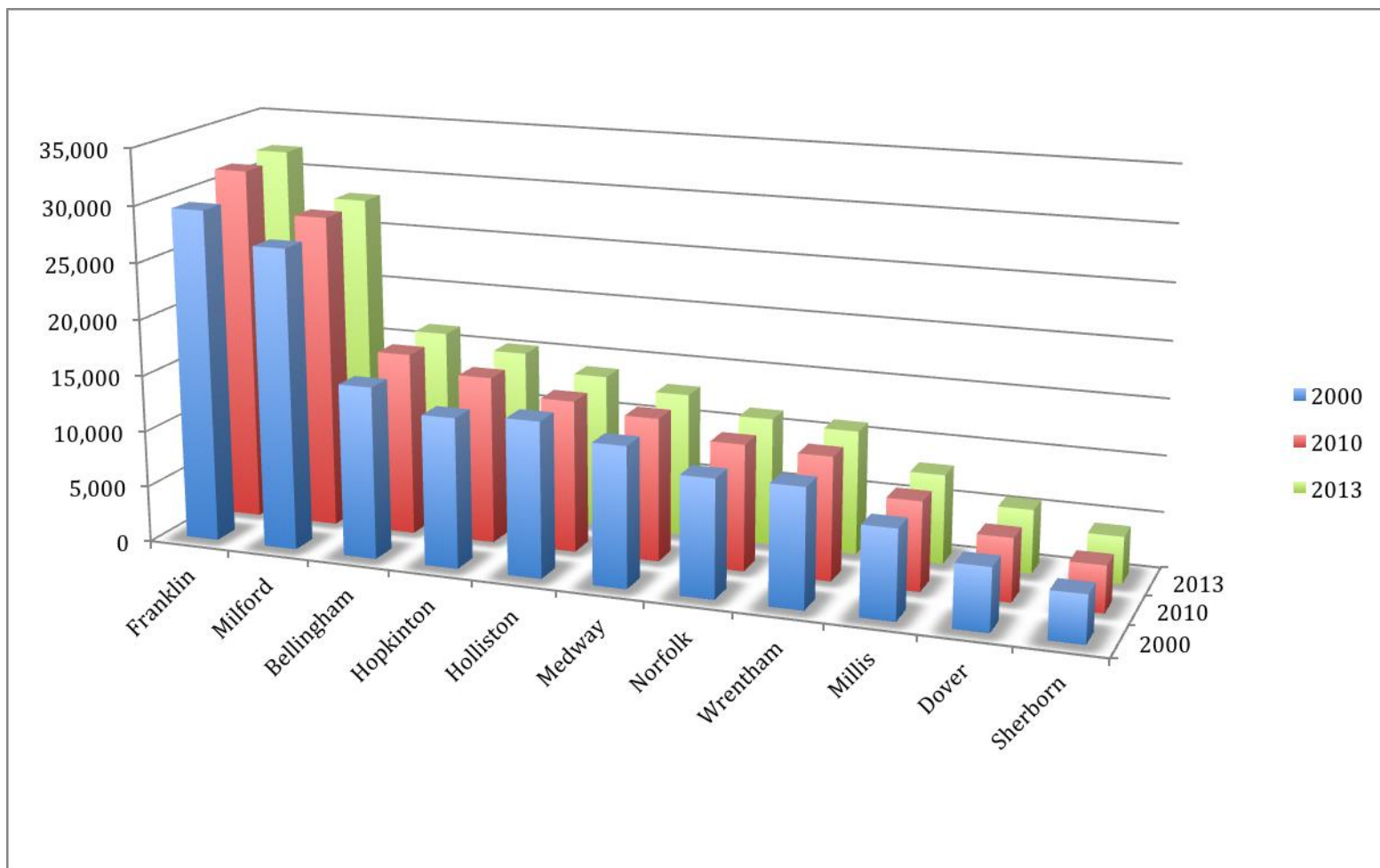
Town	2000	2010	2013	Percent Change (2000-2013)	Absolute Change (2000 - 2013)
Franklin	29,560	31,635	32,064	8.5%	2,504
Milford	26,799	27,999	28,109	4.9%	1,310
Bellingham	15,314	16,332	16,438	7.3%	1,124
Hopkinton	13,346	14,925	15,271	14.4%	1,925
Holliston	13,801	13,547	13,811	0.07%	10
Medway	12,448	12,752	12,866	3.4%	418
Norfolk	10,460	11,227	11,409	9.1%	949
Wrentham	10,554	10,955	11,058	4.8%	504
Millis	7,902	7,891	7,950	0.6%	48
Dover	5,558	5,589	5,677	2.1%	119
Sherborn	4,200	4,119	4,169	-0.7%	-31
SWAP ²	149,942	156,971	158,822	5.9%	8,880
Massachusetts	6,349,105	6,547,629	6,605,058	4.0%	255,953

Sources: U.S. Census, 2000, 2010; American Community Survey 2013

It should be noted the fast-growing towns of Hopkinton, Norfolk and Franklin also rank among the towns with the greatest increase in median family income. Holliston is an exception to this in that its income increased among the leaders but essentially did not grow in population. Also, Bellingham was among the leaders in population growth but its income growth was below the state average.

² Plus Holliston

Figure 3: Population Growth in SWAP Sub-Region*, 2000-2013



Sources: U.S. Census, 2000, 2010; American Community Survey 2013

*Plus Holliston

C. Housing Stock

Types of Housing

Table 6 presents the types of housing units in Medway, some similar nearby towns and in Massachusetts as a whole. In 2013, there were a total of 4,686 housing units in Medway. As the table indicates, the vast majority of Medway housing units (77.3%) were detached single-family homes. Another 3.6% were attached single-family homes and 5.0% were duplex units. Medway's stock includes 14.1% of housing units in buildings with three or more units. As Table 6 indicates, this is a typical mix for a suburban community. In fact, Medway's housing stock is more diverse than the neighboring towns shown, and the diversity of unit types has increased since 2008 as developers have taken advantage of zoning changes permitting greater diversity. However, in the state as a whole, 31.4% of housing units are in buildings with three or more units.

It should also be noted that, according to the 2013 American Community Survey, 80.9% of the housing units in Medway were owner-occupied and 13.8% were renter-occupied (5.3% were vacant). By contrast, in the state as a whole, 56.4% of housing units were owner-occupied, 33.6% renter occupied and 9.9% were vacant.

The large difference in housing types and occupancies between Medway and the state as a whole indicates that Medway is underserved by rental housing.

Age of Housing

The age of Medway's housing stock is presented in Table 7. As would be expected for a community that has experienced rapid growth in relatively recent years, 23.7% of Medway's housing units were constructed since 1990 [Note: This understates the situation since the estimate provided by the 2013 American Community Survey shows 0 units constructed since 2010. This is clearly not accurate when one considers the building permits issued during this period as presented in Table 10)]. During this same period, only 14.9% of the state housing stock was constructed. Furthermore, while 52.1% of the state's housing stock was constructed prior to 1960, only 39.8% of Medway's housing was constructed before that year. Again, this is to be expected as Medway's first large growth spurt occurred in the 1960's, then after a decline during the 1970's, picked up steam in the 1980's and 1990's, before leveling off somewhat after 2000.

As houses age, especially in denser neighborhoods, there is often a tendency to divide them into more than one unit if zoning allows it. Some of Medway's housing stock may be approaching that point.

**Table 6:
Types of Housing Units in Medway, Nearby Towns and in Massachusetts, 2013**

Unit Type	Medway		Medfield		Holliston		Wrentham		Massachusetts	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Single Family - Detached	3,623	77.3%	3,736	84.3%	4,223	83.6%	3,525	85.1%	1,468,336	52.3%
Single Family - Attached#	168	3.6%	155	3.5%	91	1.8%	173	4.2%	143,933	5.1%
Duplex	233	5.0%	106	2.4%	140	2.8%	123	3.0%	288,984	10.3%
3 or 4 Units	158	3.4%	51	1.2%	125	2.5%	125	3.0%	309,207	11.0%
5 to 9 Units	124	2.6%	118	2.7%	173	3.4%	99	2.4%	167,093	5.9%
10 to 19 Units	247	5.3%	139	3.1%	27	0.5%	0	0.0%	118,438	4.2%
20 or More Units	133	2.8%	125	2.8%	274	5.4%	95	2.3%	288,403	10.3%
Mobile Homes	0	0.0%	0	0.0%	0	0.0%	0	0.0%	23,768	0.8%
Boat, RV, Van, etc.	0	0.0%	0	0.0%	0	0.0%	0	0.0%	387	0.0%
Total	4,686	100%	4,430	100%	5,053	100%	4,140	100%	2,808,549	100%

Source: U.S. Census American Community Survey 2013

#For example, row houses or townhouses that share a wall that goes from basement to roof.

**Table 7:
Age of Housing Units in Medway and in Massachusetts, 2013**

Year Built	Medway		Massachusetts	
	Number	Percentage	Number	Percentage
2010 or later	0*		9,397	0.3%
2000-2009	343	7.3%	205,499	7.3%
1990-1999	770	16.4%	205,985	7.3%
1980-1989	698	14.9%	302,336	10.8%
1970-1979	579	12.4%	327,501	11.7%
1960-1969	430	9.2%	292,797	10.4%
1950-1959	747	15.9%	325,468	11.6%
1940-1949	65	1.4%	166,942	5.9%
1939 or before	1054	22.5%	972,624	34.6%
Total	4,686	100%	2,808,549	100.0%

Source: U.S. Census American Community Survey 2013

*Estimate from American Community Survey with margin of error of 19. See Table 10 for building permits issued during this period.

Household Size

Table 8 presents the number of rooms in housing units in Medway and in Massachusetts. Only 38.4% of units in Medway had 6 or fewer rooms compared to 66.9% of units in all of Massachusetts. Conversely, 61.6% of housing units in Medway had 7 or more rooms versus only 33.1% in Massachusetts as a whole. In 2013, the median number of rooms was estimated to be 7.3 in Medway while it was 5.5 in Massachusetts.

Table 9 presents the average household size in Medway and in Massachusetts in 2013. The average household size of owner-occupied units in Medway was 3.07 compared to 2.69 for owner-occupied units in Massachusetts. For renter-occupied units, the average household size was 1.66 in Medway, while for Massachusetts it was 2.22.

**Table 8:
Number of Rooms in Medway and in Massachusetts, 2013**

Rooms	Medway		Massachusetts	
	Number	Percentage	Number	Percentage
1	107	2.3%	63,089	2.2%
2	100	2.1%	83,239	3.0%
3	213	4.5%	279,565	10.0%
4	286	6.1%	440,932	15.7%
5	434	9.3%	514,275	18.3%
6	660	14.1%	498,343	17.7%
7	711	15.2%	343,900	12.2%
8	880	18.8%	263,210	9.4%
9 or more	1,295	27.6%	321,996	11.5%
Median	7.3		5.5	

Source: U.S. Census American Community Survey 2013

**Table 9:
Average Household Size in Medway and in Massachusetts, 2000, 2013**

Average Household Size	Medway		Massachusetts	
	2000	2013	2000	2013
Owner-occupied units	3.12	3.07	2.71	2.69
Renter-occupied units	1.96	1.66	2.16	2.22

Source: U.S. Census 2000, U.S. Census American Community Survey 2013

Housing Occupancy

Nearly half, 47% of households moved into their current unit since 2000. The statewide rate was 59.3%. The vast majority, 77.3% of the 4,439 households in Medway were families. Of these families, 41.7% had children under 18. Non-family households totaled 22.7%, of which 21.8% were persons living alone. The homeowner vacancy rate was 1.3%, equal to the statewide rate. The rental vacancy rate was 13.2% compared to a statewide rate of 5.0%. (It should be noted that the small sample size of the American Community Survey within a specific community can produce inaccurate results. The margin of error for this statistic is 9.4% so the actual rate could be as low as 3.8%).

Current Development Trends

The number of building permits for new housing units in Medway and its six abutting towns during the period 2005-2013 is presented in Table 10. As the table indicates, Medway issued a total of 120 building permits for single-family houses, an annual average of 13.3 over the nine-year period. It also issued 4 permits for multiple family units, an annual average of approximately .4. This trend is graphically demonstrated in Figure 4. This represents a significant slowdown from the pre-2008 period.

With 10.5% of the total 2013 population of the 7 towns, Medway accounted for 6.3% of the building permits for single-family homes and 0.6% of the multiple family units during the 2005-2013 period. Only Millis averaged fewer single-family home permits. Bellingham, (1.7), Milford (0) and Norfolk (0) averaged fewer permits for multiple family housing. With 427 units, Franklin accounted for 80% of the multiple family units in the 7 towns.

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**Table 10:
Building Permits in Medway and Abutting Towns, 2005-2013**

Single Family

Town	Year									Total	Average
	2005	2006	2007	2008	2009	2010	2011	2012	2013		
Medway	30	11	11	8	6	9	6	5	34	120	13.3
Bellingham	84	43	15	9	13	12	19	22	20	237	26.3
Franklin	64	75	87	53	41	24	21	25	32	422	46.9
Holliston	50	21	19	25	20	30	21	29	60	275	30.6
Milford	105	41	72	24	37	31	22	35	67	434	48.2
Millis	25	5	14	2	2	9	3	5	7	72	8.0
Norfolk	57	40	33	10	21	39	29	40	59	328	36.4
Total	415	236	251	131	140	154	121	161	279	1,888	209.8

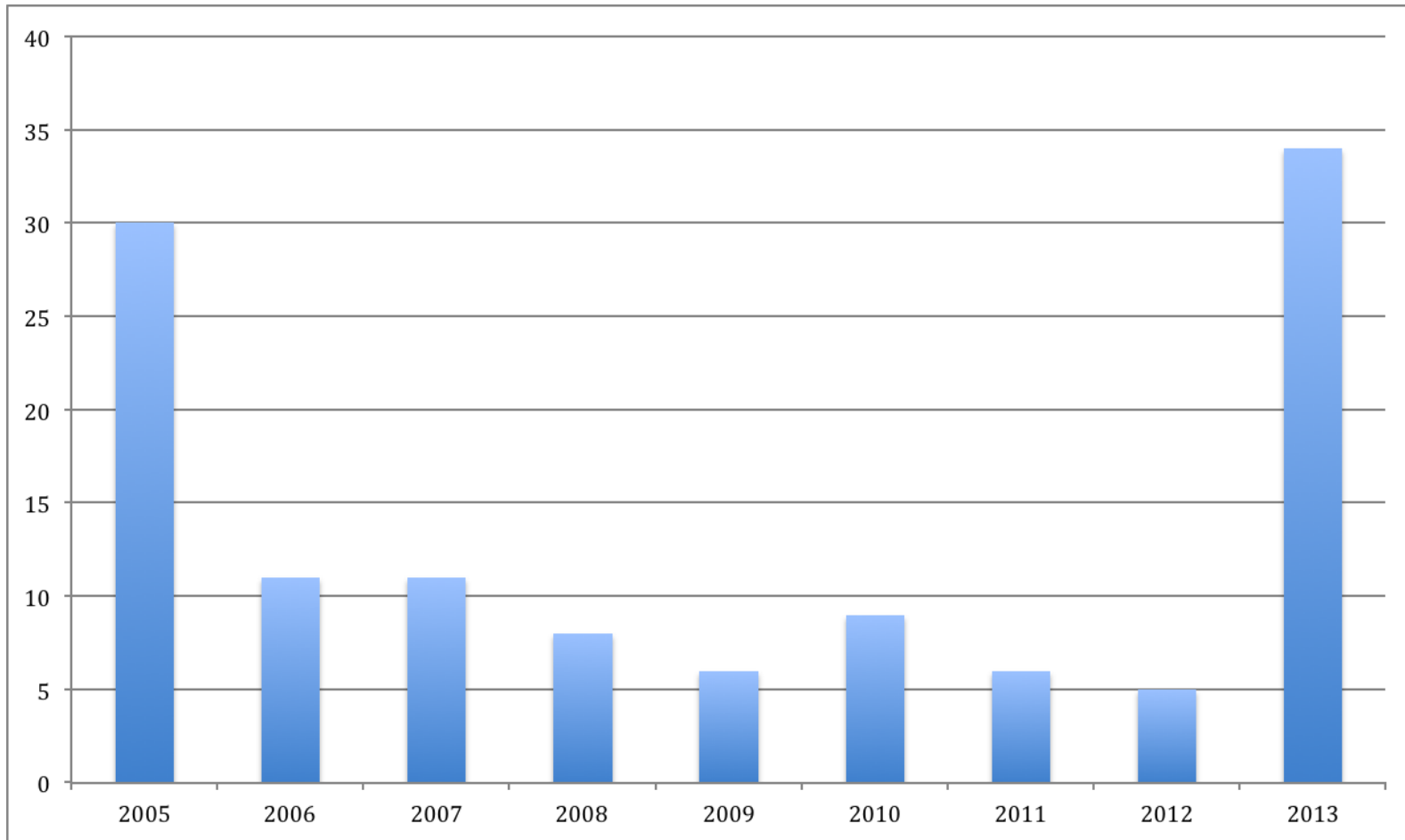
Multiple Family¹

Town	Year									Total	Average
	2005	2006	2007	2008	2009	2010	2011	2012	2013		
Medway	2	0	0	0	0	0	2	0	0	4	0.4
Bellingham	0	10	0	2	0	0	0	3	0	15	1.7
Franklin	146	53	14	163	7	21	0	7	16	427	47.4
Holliston	0	0	0	0	0	30	4	0	0	34	3.8
Milford	0	0	0	0	0	0	0	0	0	0	0.0
Millis	0	2	0	4	0	10	0	0	40	56	6.2
Norfolk	0	0	0	0	0	0	0	0	0	0	0.0
Total	148	65	14	169	7	61	6	10	56	536	59.6

Source: U.S. Census, various years

¹Includes number of units in duplexes, 3-4 unit structures and 5+ unit structures.

Figure 4: Medway Single Family Building Permits, 2005 – 2013



Source: U.S. Census, various years

Affordable Housing Stock - Chapter 40B

Medway currently has 233 units of affordable housing according to the Chapter 40B Subsidized Housing Inventory published by the Massachusetts Department of Housing and Community Development (DHCD) in December 2014. This housing consists primarily of units managed by the Medway Housing Authority, including the following:

Location	Housing
Mahan Circle	<ul style="list-style-type: none"> 70 apartments or elderly, handicapped and disabled
Lovering Heights	<ul style="list-style-type: none"> 60 apartments for elderly
Kenny Drive	<ul style="list-style-type: none"> 34 apartments for elderly
Maple Lane	<ul style="list-style-type: none"> 30 apartments for families 2 apartments for handicapped
284 Village Street	<ul style="list-style-type: none"> 6 apartments for handicapped
5 County Lane	<ul style="list-style-type: none"> 1 home for 3 handicapped individuals
Scattered Site	<ul style="list-style-type: none"> 4 apartments for families
Subtotal	207

Chapter 40B of the Massachusetts General Laws is designed to encourage the construction of affordable housing. Under this statute, towns whose housing stock includes less than 10% of affordable housing have little control over housing developments that do not conform to the Town's Zoning Bylaw if such projects provide that at least 25% of the units are affordable as defined by the state.

The Chapter 40B inventory maintained by DCHD classifies 233 housing units in Medway as subsidized out of a total of 4,603, or 5.1%. Medway would need a total of 461 subsidized housing units (an additional 228 units) to reach 10% if no more market rate units were developed.

If the previous nine-year average of 13.3 new housing units per year were to continue for the next five years (67 total), at least 3-4 of those units per year (17 total) would need to be affordable units in order to just avoid falling further behind the effort to reach 10%. However, the previous nine years included several years of single digit growth, which is not likely to be repeated over the next 5 years. As noted in Table 10, permits for 34 new single family homes were issued in 2013 and the Medway Building Department reports that 21 permits for single family homes and permits for 6 duplex/multifamily units were issued in 2014. Therefore, many more than 3-4 per year are likely to be needed just to stay at 5.1%.

The number of housing units issued building permits and built over the past 2 years has averaged 31 units per year (34 in 2013 and 27 in 2014). If this were to continue over the next 5 years, then in order to reach the 10% goal in the same period, an average of 46 new affordable units would need to be built each year (in addition to the 31 units). This would bring the total number of units to 4988 and the total number of affordable units to 463. This would, of course, be very difficult to achieve. Furthermore, the 2020 U.S. Census will produce a new base number of total

housing units and the Town would then fall back under 10%. So an even higher number of affordable units would need to be built in order to remain above 10%. Temporary “safe harbor” status could be achieved by building 23 affordable units per year to increase the supply by .5% (Base units = 4603, .5% x 4603 = 23). That is still a daunting number. Other options are discussed in the Affordable Housing Goals section.

House Values and Rent Levels

Table 11 presents the median housing unit value and median rent for Medway and its abutting towns in 2013 as reported by the U.S. Census. The table indicates that Medway had the third lowest median housing unit value among its neighbors in 2013. It also had the lowest median rent, according to these figures, but the reported value appears to be significantly understated, perhaps due to a small sample size.

**Table 11:
Median Housing Unit Values and Rents, Medway and Surrounding Towns, 2013**

Town	Median Housing Unit Value	Median Rent Values
Medway	\$364,800	\$ 760*
Bellingham	\$285,900	\$1,249
Franklin	\$380,900	\$1,109
Holliston	\$382,400	\$ 897
Milford	\$300,300	\$1,085
Millis	\$370,100	\$1,233
Norfolk	\$443,400	\$ 921

Source: U.S. Census American Community Survey (ACS) 2013

*This understates rent values. Of the 629 rental units estimated by ACS, nearly one third are units operated by the Medway Housing Authority. Table 15 presents a more realistic picture of the rental costs in Medway. A recent search on Zillow and Craigslist found 6 units with rents ranging from \$895 to \$2500. The rents cited are for “housing units,” not rooms.

Table 12 presents a breakdown of the values of owner-occupied units in Medway in 2013, as well as the percentage of income necessary for monthly mortgage payments and other selected monthly costs. Table 13 presents the same information for renters. Housing is generally considered affordable when it requires less than 30% of its occupants’ income. These tables indicate that 11.2% of homeowners devoted between 30% and 35% of their income to housing and another 20.2% devoted at least 35% of their income for a total of 31.4% of homeowners spending more than 30% of their income for housing. This is an increase from 23.2% in 2000.

For renters, the difference is even more dramatic. In 2000, a total of 16.2% of renters in Medway spent more than 30% of their income on rent. In 2013, 13.8% spent between 30% and 35% of their income on housing and another 22.9% spent 35% or more for a total of 36.7% devoting 30% or more of their income to housing in 2013. This statistic also supports the fact that the median rent reported in Table 11 is significantly underestimated. It also strongly supports the need for more affordable rental units in Medway.

**Table 12:
Medway Home Values and Percentage of Income Needed for Housing for
Owner-Occupied Units, 2013**

2013 Value			Percentage of Income		
Range	Number	Percent	Range	Number	Percent
Less than \$100,000	144#	3.8%	Less than 20%	1123	37.7%
\$100,000-\$149,999	7	0.2%	20-24.9%	443	14.9%
\$150,000-\$199,999	100	2.6%	25-29.9%	467	15.7%
\$200,000-\$299,999	669	17.6%	30-34.9%	333	11.2%
\$300,000-\$499,999	2153	56.8%	35% or more	601	20.2%
\$500,000-\$999,999	667	17.6%	Not computed	9	0.3%
\$1,000,000+	52	1.4%	Median monthly cost	\$2,437	
Median	\$364,800				

Source: U.S. Census American Community Survey 2013

#This is likely inaccurate due to a combination of inaccurate reporting and margin of error in ACS survey. Assessors records show 1 housing unit with a value below \$100,000.

**Table 13:
Medway Rents and Percentage of Income Needed for Rents, 2013**

2013 Rent			Percentage of Income		
Range	Number	Percent	Range	Number	Percent
Less than \$200	27	4.2%	Less than 15%	50	7.9%
\$200-\$299	48	7.4%	15-19.9%	115	18.3%
\$300-\$499	136	21.0%	20-24.9%	78	12.4%
\$500-\$749	98	15.1%	25-29.9%	155	24.6%
\$750-\$999	67	10.4%	30-34.9%	87	13.8%
\$1000-\$1499	125	19.3%	35% or more	144	22.9%
\$1500+	128	19.8%			
No cash rent	18	2.8%	Not computed	18	
Median	\$760*				

Source: U.S. Census American Community Survey 2013

*This understates rent values. Of the 629 rental units estimated by ACS, nearly one third are units operated by the Medway Housing Authority. Table 15 presents a more realistic picture of the rental costs in Medway. A recent search on Zillow and Craigslist found 6 units with rents ranging from \$895 to \$2500. The rents cited are for "housing units," not rooms.

The Supply-Demand Housing Gap

As Table 14 indicates, the median sales price of homes in Medway was relatively stable in the years following 2008. However, according to Zillow, it has increased considerably in the past 2 years (from \$353,000 in 2013 to \$408,000 in 2015) and is projected to increase an additional 3.8% by March 2016. Similarly, rents have increased nearly 20% over the past 5 years, from \$1905 to \$2282 (see Table 15).

Table 3 indicates the increase in median family income between 2011 and 2013 (latest year available) only increased by about 5% between 2011 and 2013. Using a different source with more recent data (but not strictly comparable), the U.S. Department of Housing and Urban Development estimates median family income by metropolitan statistical area to determine eligibility for affordable housing programs. Their estimates indicate an increase of 4.3% between 2013 and 2015. Thus, while housing prices increased 15.6% between 2013 and 2015 for ownership units and 10.1% for rental units, incomes increased by only 5% during that period.

Nevertheless, using U.S. Census data from the same source, a Medway family with the estimated 2013 median family income of \$125,865 could afford the 2013 median home value of a single-family home of \$364,800. Assuming 5% down (\$18,240) and a mortgage of \$322,050 at 4.5% interest over 30 years results in a monthly payment of \$1756. This equals an annual cost of \$21,072, well within 30% of the median family income of \$125,865 (\$37,759), leaving plenty of margin to cover closing costs, private mortgage insurance, taxes, etc.). However, the median family income and median values mask the impacts of housing costs on households at the low end and middle of the income scale.

Low-income households are defined as those whose income is 50% or less of the region's median income. For the Boston metropolitan statistical area, that means households with incomes of \$49,250 or less (50% of the 2015 median income of \$98,500). Moderate-income households are those with incomes between \$49,250 and \$78,800 (80% of median). Middle-income households have incomes between \$78,800 and \$147,750 (150% of the median). Thus, Medway's median income falls in the middle-income category. However, as the following tables demonstrate, there are housing needs in all three groups but especially the low and moderate-income categories.

Table 16 presents, and Figure 6 illustrates, a more detailed analysis of housing affordability by income categories. It presents the number of housing units available to households at various income levels, using data from the 2013 U.S. Census American Community Survey. The table indicates there were 644 households (14.5% of total households) with incomes up to \$34,999 in Medway that could afford a house costing as much as \$172,500 in 2013. There were only 196 houses reported to be valued at that level or below³. The gap is partially made up by the 343 rental units affordable to these income levels. However, that still means that only 539 housing units (12.1% of total occupied housing units) were affordable to this group.

³ However, the distribution of those units at the lower end of the scale is not accurate, as there are no housing units valued below \$100,000. Assessors data indicates 91 condos and 12 single family homes assessed below \$172,500, and another 51 condos just above \$172,500 (up to \$185,000). All but 17 are assessed above \$125,000. Therefore, the 4 categories below \$35,000 have been collapsed into 2: Less than \$25,000 and \$25,000 to \$34,900.

**Table 14
Medway Median Home Value, 2009– 2015**

Year⁴	Single Family Houses	Condominiums	All
2009	\$347,000	\$213,000	\$337,000
2010	\$355,000	\$205,000	\$347,000
2011	\$344,000	\$215,000	\$337,000
2012	\$337,000	\$207,000	\$327,000
2013	\$353,000	\$214,000	\$347,000
2014	\$377,000	\$221,000	\$367,000
2015	\$408,000	\$243,000	\$398,000
2016#	NA	NA	\$413,000

Source: Zillow, 2015: <http://www.zillow.com/medway-ma/home-values/>
#Projected

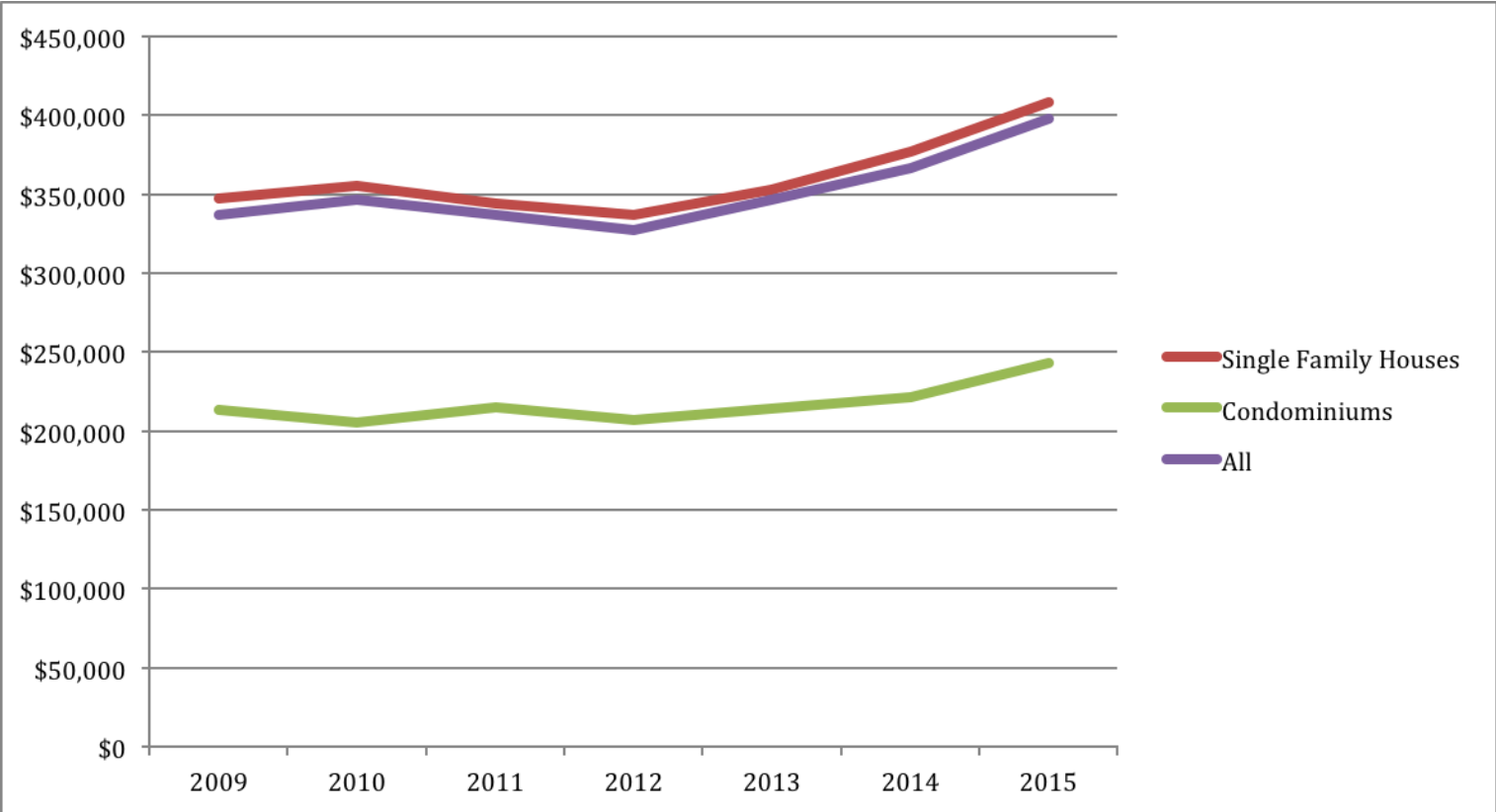
**Table 15
Medway Median Rent, 2011-2015**

Year¹	Median Rent*
2011	\$1905
2012	\$1902
2013	\$2072
2014	\$2245
2015	\$2282

Source: Zillow, 2015: <http://www.zillow.com/medway-ma/home-values/>
*Median error in Boston metro area is 8.7%

⁴ As of March of each year

Figure 5: Medway Median Home Value, 2009- 2015



22

Source: Zillow, 2015: <http://www.zillow.com/medway-ma/home-values/>

Table 16
Medway Housing Supply-Demand Gap by Household Income

HOUSEHOLD INCOME LEVEL	PERCENT OF HOUSEHOLDS	NUMBER OF HOUSEHOLDS	AFFORDABLE PURCHASE PRICE¹	NUMBER OF HOMES AT AFFORDABLE PRICE²	AFFORDABLE RENTAL LEVEL³	NUMBER OF AFFORDABLE RENTAL UNITS²	TOTAL UNITS
Less than \$25,000	10.9	484	Up to \$123,500	147	0-\$625	260	407
\$25,000 to \$34,999	3.6	160	\$124,500-\$172,500	49	\$625-\$875	83	132
\$35,000 to \$49,999	6.7	297	\$173,000-\$246,500	366	\$875-\$1250	96	462
\$50,000 to \$74,999	12.4	550	\$247,000-\$370,000	1112	\$1250-\$1875	88	1200
\$75,000 to \$99,999	13.0	577	\$370,500-\$483,500	1222	\$1875-\$2500	102	1324
\$100,000 to \$149,999	24.5	1088	\$484,000-\$740,000	497	\$2500-\$3750	--	497
\$150,000 to \$199,999	14.0	621	\$740,000-\$986,500	329	\$3750-\$5000	--	329
\$200,000 or more	14.9	661	\$986,500+	70	\$5000+	--	70
TOTALS	100%	4439	--	3792		647⁴	4439⁴

Source: U.S. Bureau of the Census and derived by author

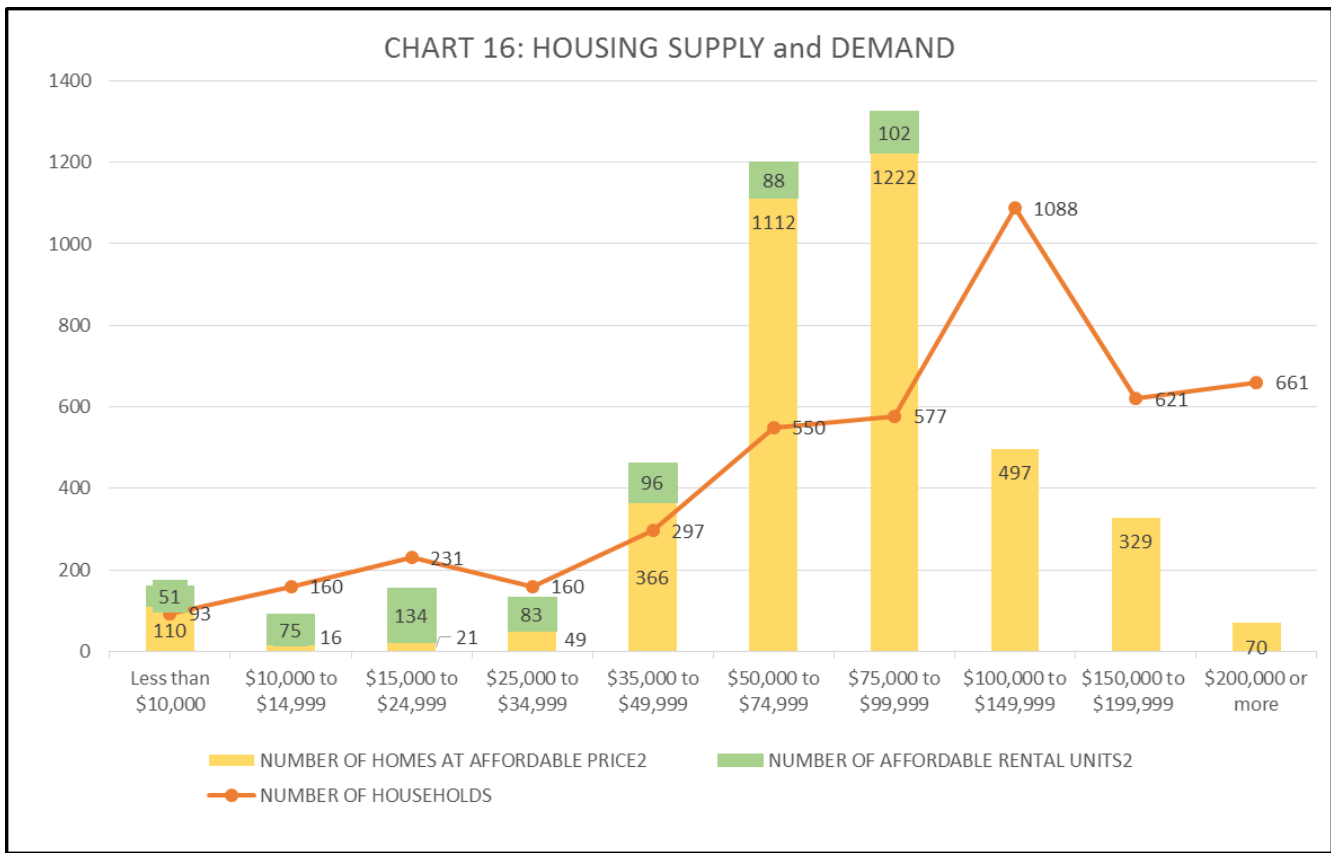
¹Based on 30% of income, 5% down payment and a 30-year loan at 4.5% interest

²Figures have been interpolated based on 2013 U.S. Census American Community Survey figures. See notes for Tables 12 and 13 for explanation of why the numbers of low value homes and rents are overstated.

³Based on 30% of income

⁴Including 18 units for which no rent was paid. U.S. Census reported a total of 4686 occupied housing units in 2013, so these figures slightly understate actual numbers.

Figure 6: Medway Housing Supply-Demand Gap by Household Income



MEDWAY MEDIAN HOUSEHOLD INCOME LIMITS FOR MEDIAN SIZE ROUNDED TO 3

STATE: MASSACHUSETTS

-----SECTION 8 INCOME LIMITS-----

PROGRAM	1 PERSON	2 PERSON	3 PERSON	4 PERSON	5 PERSON	6 PERSON	7 PERSON	8 PERSON
Boston-Cambridge-Quincy, MA-NH HMFA								
FY 2015 MPI: 98500								
EXTR LOW INCOME	20700	23650	26600	29550	31950	34300	36730	40890
VERY LOW INCOME	34500	39400	44350	49250	53200	57150	61100	65050
LOW-INCOME	48800	55800	62750	69700	75300	80900	86450	92050

Table 16 presents and Figure 6 illustrates that there is surplus of housing serving the next three income categories. While there are 297 households in the income range of \$35,000 to \$49,999, there are 366 homes and 96 rental units (462 total housing units) affordable to this group. Similarly, there are 550 households with incomes from \$50,000 to \$74,999, while 1112 houses and 88 apartments are affordable to this group, and there were 577 households with incomes between \$75,000 and \$99,999 who had 1222 houses and 102 apartments affordable to them.

This phenomenon in these income categories can be partially explained by the fact that 31.4% of homeowners (634 households) and 36.7% of renters (231 households) are spending more than 30% of their income on housing. Thus, they are living in these middle-income units, but spending more than what is considered an “affordable” percentage of their income on housing. This may partially explain the difficulty Medway has encountered in finding buyers for the affordable units that have become available in recent years.

Another portion of the phenomenon can be explained by the fact that there are 2370 households with incomes (\$100,000 and above) sufficient to afford houses costing \$484,000 and up. However, there are only 896 such units. Therefore, the rest of the households live in lower cost houses and can spend lower percentages of their income on housing. As illustrated in Tables 12 and 13, 1288 households (1,123 homeowners and 165 renters) spend less than 20% of their income on housing.

Furthermore, it should be noted that housing is a regional issue. This fact has two potentially conflicting impacts. On the one hand, Medway could serve a regional need for affordable housing. As noted above, while a large percentage of Medway homeowners and renters are spending more than 30% of their income on housing, it has been difficult to find buyers for the affordable units that have come on the market. This provides an opportunity for those outside Medway to purchase those units.

On the other hand, since affordable prices are based on median income for the entire metropolitan Boston area as a whole, the prices for affordable homes and apartments in Medway are virtually identical to those that are in Boston or closer to Boston in locations that may be considered more desirable than Medway. Since the band of individuals and families whose income is below the maximum allowed, yet above what is needed to qualify for a mortgage, this limited pool of buyers may be more attracted to those locations nearer to Boston.

D. Developmental Constraints

Chapter 21E Sites

Under the Massachusetts General Laws Chapter 21E, sites which are contaminated by oil or other hazardous material and are subject to special restrictions for redevelopment. Such sites are classified by tiers based on their level of contamination and their owner’s compliance with regulations. The Massachusetts Department of Environmental Protection (Mass DEP) has a searchable database <http://public.dep.state.ma.us/SearchableSites2/Search.aspx>) that lists 40 reportable spills

of oil and/or hazardous materials in Medway from 1987 through March 2015. Most of those sites, including some former gas station sites, are classified in a status that poses no significant risk.

Table 17 and Figure 5 present five Tier II and Tier 1D Chapter 21E sites in Medway. Three gas stations on Main Street are classified as Tier II, meaning that permits from the Massachusetts Department of Environmental Protection (Mass DEP) are not required and response action may be performed under the supervision of a Licensed Site Professional, without prior Departmental approval. All three stations are in cleanup phase. All three are also located within the C-I district, which allows multi-family housing as part of a mixed-use development by special permit.

The Medway Oil and Propane Facility and 8 Populatic Street are located in the C-III and AR-II zoning districts respectively and are designated as Tier 1D sites. Tier 1D includes any site where the responsible party fails to provide a required submittal to Mass DEP by a specified deadline. A site is categorically classified as Tier 1D on the date of its applicable transition deadline and is assessed annual compliance fees should the responsible party fail to submit certain paperwork to the department by the applicable deadline¹. The Populatic Street site is unlikely to be targeted for housing-related redevelopment in the foreseeable future.

The Medway Oil and Propane facility is the site of another release reported in March 2015. That incident is unclassified pending a report due within one year of the report. The site is within the newly adopted Multifamily Housing Overlay District.

**Table 17:
Chapter 21E Sites**

Site Name	Address	Zoning	Tier
Medway Mobil Station	107 Main Street	C-I	II
Aoude Gas Station	73 Main Street	C-I	II
Texaco Station	71 Main Street	C-I	II
Medway Oil Facility	37 Broad Street	C-III	1D
NA	8 Populatic Street	AR-II	1D

Source: MassGIS

It should be noted that Table 17 presents those sites on a list of sites with reported spills that has been prepared by Mass DEP. It is not meant to suggest that these sites are undevelopable for housing, nor it is intended here to imply that these are the only sites that may be hindered for development due to past spills. That judgment must necessarily be made on a site-by-site basis.

Natural Wildlife Habitats

Figure 5 includes the Natural Heritage and Endangered Species Program’s (NHESP) BioMap Core Habitat and Supporting Natural Landscape. The Core Habitat is an area designated by NHESP scientists as a most viable habitat for rare and endangered species. The Supporting Natural Landscape Habitat is a buffer around Core Habitats and

provides connections between Core Habitats. According to NHESP, the designation of SNL zones was based on four characteristics:

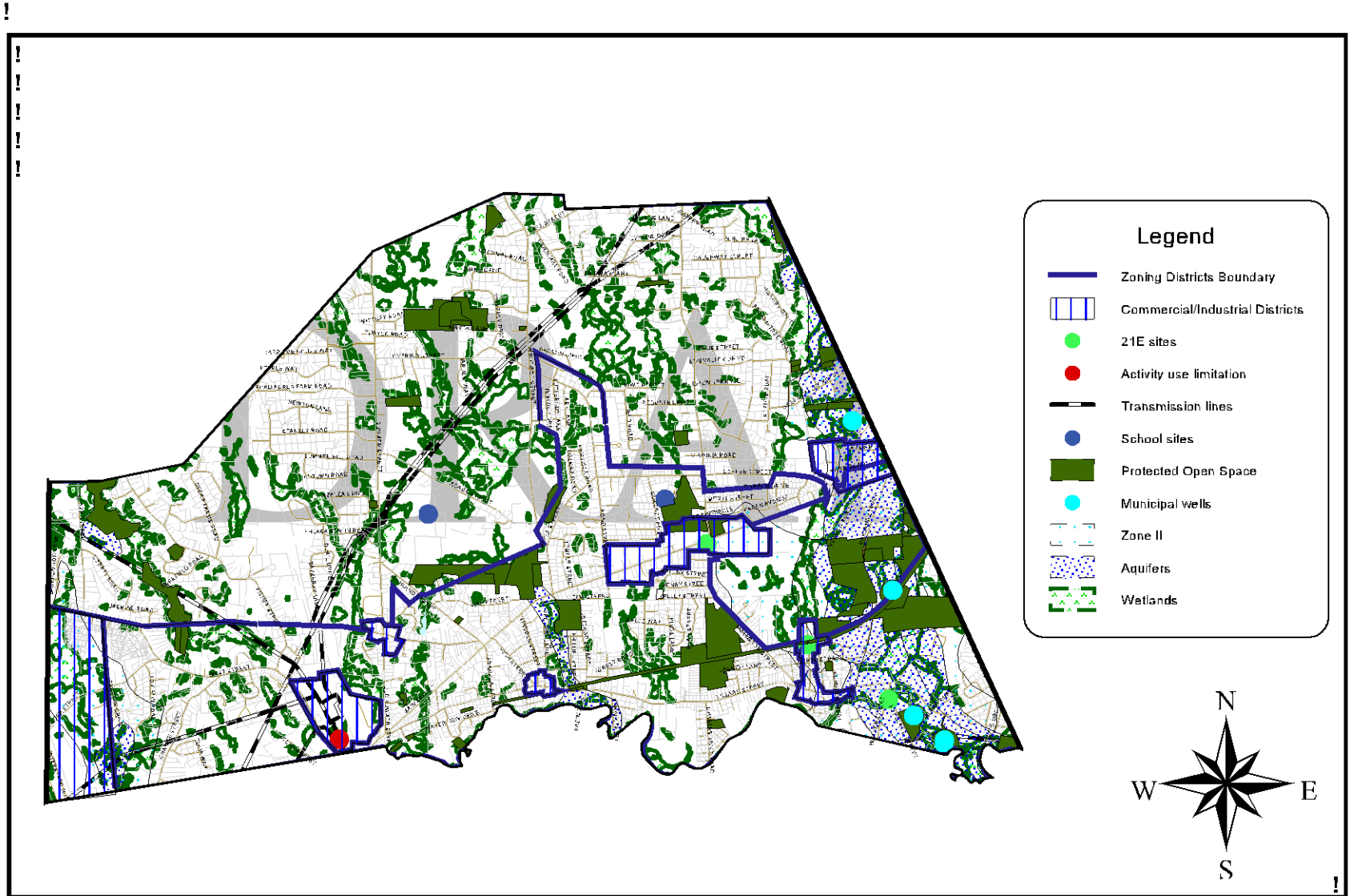
- Natural vegetation patch characteristics;
- Size of relatively road-less areas;
- Subwatershed integrity;
- Contribution to buffering BioMap Core Habitat polygons for plants and exemplary communities.

Medway's Core Habitat and SNL habitats are located in the northwest corner of town between Routes 109 and 126. The BioCore Habitat extends into Holliston and is adjacent to a SNL habitat connecting it to BioCore Habitats in Holliston and Milford. There are no existing plans to target new affordable housing developments in or near these habitats.

Zone II Areas

Zone II areas are protected areas of an aquifer that contribute to severe pumping and recharge conditions. Medway has four Zone II areas, including three that overlap. One area is in the southwest corner of town extending from the Bellingham town line to Route 109. The other three are overlapping in the southeast corner of town covering the Great Black Swamp and most of the area south of Main Street from Holliston Street to the Norfolk town line.

Figure'7:'Development'Constraints'Map'



Source:MassGIS

Housing developments in Zone II areas are generally restricted to a maximum of 15% coverage of impervious surfaces per lot, unless a special permit for greater coverage is granted. This restriction can significantly inhibit the density of a housing development, especially a multi-unit development. However, mitigating measures can be included in such developments, which would help in obtaining the necessary special permit.

E. Capacity of Infrastructure¹

This section analyses the existing infrastructure in Medway and its ability to support the current housing supply. It also discusses the ability of the infrastructure to accommodate future growth and current initiatives involving expansion or improvements to Medway's infrastructure. In preparation for writing the 2009 Master Plan, the committee conducted a survey of Medway residents to gather their opinion on the most important concerns regarding the town's infrastructure. The results of that survey indicate that the most important issues were the quality of drinking water, the maintenance of public buildings and the quality of the schools.

Water and Sewer

Medway has four public wells that pump an average of 333 million gallons per year to support the town water supply. They are located on Populatic Street, Oakland Street, Village Street and off Industrial Park Road. There are also two water tanks with a combined capacity of 2.8 million gallons and about 75 miles of water mains. A recent leak detection program resulted in repair of some water lines significantly reducing water lost through leaks. An annual water restriction program also conserves water needed to support Medway's population and commercial establishments. These measures are necessary to support the existing and future housing supply and additional measures are likely necessary to support any substantial future growth.

Medway is within the Charles River Water Pollution Control District and falls under its oversight for management, treatment and disposal of wastewater. There is a treatment facility on Village Street that discharges its treated effluent into the Charles River.

Wastewater in Medway is disposed primarily through its sewer system, though some parts of town are not served and therefore use private septic systems. In 1973, the Charles River Water Pollution Control District (CRPCD) was established to manage and oversee regional treatment and disposal of wastewater. The treatment facility is jointly owned by Medway (16.75%) and Franklin (63.9%). Some of its capacity has been purchased by Millis (11%), Bellingham (6.6%), Norfolk, Dover and Sherborn.

Medway's sewer system includes 44 miles of gravity sewer mains serving nearly 2500 locations. It also now includes a sewer pump station and associated force mains serving the Medway-495 Business Park. The Town's daily share of the regional sewer treatment plant's capacity is about 895,000 gallons. Due in part to several new developments as well as inflow and infiltration to the system, that capacity is nearly exhausted. Therefore, the Town adopted a temporary moratorium on extending sewer mains until the capacity issue is resolved. Residences and businesses located along

existing sewer lines may connect to the system, but those lines are not allowed to be extended to new areas.

The first 2 phases of \$28 million dollar upgrade of the sewer treatment plant have been completed and the third and final phase is under construction (and expected to be completed in September 2016). However, while the upgrades improve treatment, they do not increase the capacity of the plant.

The Town has initiated an Illicit Discharge and Detection Program to reduce inflow and is continuing to examine areas for potential infiltration problems. Reducing inflow and infiltration will free up capacity for additional sewer connections.

Medway has completed master plans of its infrastructure in recent years that have led to numerous other infrastructure improvements. The Capital Improvement Plan includes additional future improvements as well.

Roads

Medway has approximately 100 miles of roadway, encompassing 280 lane miles, for which the Department of Public Services is responsible. Interstate 495 as well as state Routes 126 and 109 also serve the Town. Route 126 (Summer Street) has been reconstructed in recent years to increase capacity and safety. Route 109 has been redesigned and its reconstruction has been approved for funding. Construction is expected to begin in 2016.

The network of sidewalks in Medway is inadequate, as sidewalks are mostly not interconnecting. Commercial areas in town are not easily accessible by pedestrians from residential areas. Efforts are underway to improve the sidewalk network, by making connections where feasible.

Public Transit

Medway has access to the MBTA commuter rail line through three stations in the abutting towns of Norfolk and Franklin. The commuter rail line provides access to Boston as well as neighboring suburbs. In September 2007, the Greater Attleboro and Taunton Transit Authority (GATRA) bus service began a route with several stops in Medway to the Norfolk train station. The GATRA bus offers three runs in the morning and three in the evening with stops at the Medway Middle School and the Village Street Post Office.

Schools

Medway has four public schools serving approximately 2400 students. There are two public elementary schools: Burke-Memorial and McGovern, which combine to serve students from Pre-Kindergarten through grade four. The Francis J Burke Elementary school on Cassidy Lane opened in 1953 while the Memorial Elementary School was added in 1997. The combined school currently offers grades 2-4. The John D McGovern Elementary School on Lovering Street opened in 1965 and offers pre-kindergarten and

kindergarten as well as grade 1. The Medway Middle School on Holliston Street offers grades 5-8. Medway High School opened in 2004 and is located on Summer Street.

Three of the four schools have either been built or undergone major renovations within the past 20 years. The McGovern and Burke side of the Burke-Memorial School may be in need of updating.

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II. Affordable Housing Goals

A. Background – Setting Sights for Success

Medway’s 1999 Master Plan served as the basis for many of the housing initiatives pursued steadfastly by town leaders during the first decade of the twenty-first century. Drafted during a period of rapid growth in the Town⁵ and statewide shortages in affordable housing, Medway’s 1999 Master Plan recognized the importance of managing growth while diversifying housing to meet targeted needs. Additionally, the significantly increased demand for services, facilities and infrastructure⁶ and the substantial loss of open space, heightened the desire to maintain Medway’s character.

As reviewed in the 2009 Master Plan, Medway’s affordable housing efforts led to the implementation of a sizable number of the “best practices” espoused by various housing advocacy groups. Their successes provided a solid basis for the vision laid out in the town’s 2009 Master Plan and the subsequent 2010 Housing Production Plan.

While this section revisits the gains spurred by the 1999 Master Plan, the following section “B. 2015 Housing Production Plan: Goals and Objectives – Carrying the Effort Forward,” enumerates additional advances realized since 2010 and carries forward the 2009-2010 goals and implementation steps, as reflecting experience and insight gained since.

1999 Master Plan Housing Goals

The 1999 Master Plan included four major housing-related goals, as follows:

- Manage the Rate of Residential Growth
- Develop an Affordable Housing Plan
- Target Housing Needs
- Maintain Current Character

1999 Master Plan Housing Objectives:

In addition to setting down the broad strokes of a housing policy, the 1999 planners identified objectives designed to move toward those goals, expressing the need for the Town:

- to reactivate the Affordable Housing Committee;
- to target housing inventories to meet both community needs and state mandates;

⁵ Medway had the third largest percentage increase in the Southwest Area Planning sub-region of MAPC and the seventh largest percentage increase in the number of housing units among the 101 cities and towns in the MAPC region.

⁶ These included new and expanded schools, new police and fire stations, expanded library, expanded sewer treatment plant, planning for a new municipal well, etc.

- to encourage open space development plans;
- to provide for Planned Unit Developments;
- to encourage housing for senior citizen, and
- to provide a fiscal base for achieving the other goals by rezoning some residential land in order to increase economic development opportunities thereby encouraging a considered preservation of neighborhoods.

Milestones: Meeting the Housing Goals of the 1999 Master Plan

The concentrated focus and coordinated activity by many volunteers, elected officials and town staff led to a considerable body of regulatory and organizational changes designed to promote the growth of affordable housing while accommodating the remaining community goals.

The major accomplishments of this period are listed in a rough chronology below and are further described in the endnotes concluding this section.

2000

- Affordable Housing Committee reactivated.
- Portions of AR-I and the AR-II district were rezoned to create a new Commercial V zoning district.
- The Zoning Board of Appeals issues its first 40B permit,ⁱ generating 14 affordable units.
- An Adult Retirement Community Planned Unit Development (ARCPUD)ⁱⁱ option was passed by Town Meeting in October.

2001

- The Community Preservation Actⁱⁱⁱ was adopted, collecting the maximum rate allowed.
- An updated demolition delay bylaw was approved by Town Meeting.

2002

- Colonial Arms Estate Condominiums generates 4 affordable units.

2004

- An affordable housing plan was completed as part of a Community Development Plan.
- A process allowing accessory dwelling units^{iv} was adopted in 2004.
- An Adaptive Use Overlay District^v, allowing mixed-use development was approved.

2005

- A new Open Space Residential Development (OSRD)^{vi} option within the Zoning Bylaw was adopted.

2007

- The bylaw for the Adaptive Use Overlay District was amended to allow multifamily housing on the site of the Medway Mill. Subsequently, portions of Village Street was added to the district.

2008

- An inclusionary zoning bylaw^{vii} was adopted.
- The creation and funding of an affordable housing trust^{viii} were both approved in 2008.

2009

- A new Master Plan was adopted, reviewing progress in housing production and diversity over the prior decade, surveying residents about housing issues and setting new affordable housing production goals.
- An infill development^{ix} bylaw for affordable housing was adopted in 2009.
- A Town-owned lot was conveyed to Habitat for Humanity in 2009 for the construction of an affordable home.
- Assisted living units allowed in C1 district, which was expanded to include C2 and C6 districts.

2010

- Adoption of the 2010 Housing Production Plan

As demonstrated, the actions taken to meet the 1999 goals succeeded not only in producing affordable housing but also in establishing stratagems of ongoing impact. Moreover, they reflect the considerable time spent educating leaders and residents about the need and merits of affordable housing and demonstrate an ingrained awareness among town leaders.

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B. 2015 Housing Production Plan: Goals and Objectives – Carrying the Effort Forward

After surveying the advances made toward the goals of the Town's 1999 Master Plan, the authors of the affordable housing section of the 2009 Master Plan developed a more finely tuned set of 5 housing goals and "implementation actions", which were adopted in the 2010 Housing Production Plan and pursued vigorously. In continued pursuit of the aspirations of the Town's 2009 Master Plan, those goals remain the focus of this updated Housing Plan. They are:

- Goal 1: Identify Housing Needs
- Goal 2: Strengthen Organizational Infrastructure to Implement Housing Plans.
- Goal 3: Identify Viable Locations and Optimize Opportunities for Their Development.
- Goal 4: Identify Zoning Practices that Encourage Housing Development that Best Serves Our Community's Needs.
- Goal 5: Explore and Utilize Creative Development Opportunities

Despite the realization of many "best practices" as catalogued in the previous section, progress towards the 2010 Housing Plan's numerical goals has met with limited success, with 5 projects producing 13 affordable ownership units and "in lieu payments" to the Trust for a mixture of 12 ownership and rental units. These include:

- Williamsburg Condominium: Special Permit, OSRD – 18 Duplex Townhouses/2 Affordable Units – nearing completion;
- Fox Run Farm: Comprehensive Permit – 12 Detached Single-family Units/3 Affordable Units – completed;
- Millstone Village: Special Permit, ARCPUD – 80 Units: 35 Detached Single Family, 18 Duplex Townhouse, 27 Triplex Townhouses/8 Affordable Units – under construction;
- Charles River Village: Special Permit, OSRD – 11 Detached Single-family Units/*In lieu* payments for 2 Affordable Units – nearing completion;
- The Willows: Special Permit, ARCPUD – 60 Assisted Living Apartments, 40 Memory-impaired Apartments, 56 Independent Living Apartments, 71 Independent Living Cottages/*In lieu* payments for 8 Affordable Units – in permitting process.

Currently, Timber Crest, a proposed comprehensive permit project is under eligibility review by Mass Housing. The original plan anticipates constructing 76 single family homes and 116 condominium units, yielding 48 affordable units. While the project's size is troublesome in many respects, town officials are working with the developer reviewing perceived problems with the project's density in the proposed location. Concern has also been expressed about the Town's capacity to absorb the amount of ownership affordable units under foreseeable market conditions, which indicate an overwhelming need for rental opportunities. It has been noted that, depending on the project's production

schedule, this project alone will not meet the Town's 10% goal and may, in fact, even fail to provide limited safe harbor from other outsized ventures.

Medway is not alone in its shortfall in projected affordable housing production. Sluggish production and resales have been reported in many towns ringing Boston and are attributed to the "Great Recession's" effects on housing development in general. More specifically, the affordable housing market has been stymied by a disproportionate drain on moderate and low incomes and down-payment reserves, the evaporation of credit available to previously qualifying households and other pressures on traditional first-time buyers such as student loans or under-employment.

Looking forward, the lumbering recovery from the housing crash is revealing enduring market factors, perhaps obscured in more robust economies, which seem to increasingly threaten both the proliferation of the smaller-scaled housing development consistent with the Town's goals and the possibility of attaining the mandated 10% housing goal. Along this vein, various local, district and administration stakeholders have opened discussion about the causes and policy implications of the lack of qualified buyers for local affordable inventories and the anti-competitive nature of identical pricing of affordable units among the greatly disparate communities within our Metropolitan Statistical Area.

While the Town expects to continue its investment in this conversation, this section of 2015 Housing Plan:

- lays out each of the Town's current goals (as restated from the 2010 plan);
- provides a summation of activity and accomplishments over the last 5 years; and finally,
- outlines implementing actions and initiatives in the face of foreseeable local economic and market conditions.

Goal 1: Identify Housing Needs.

Among the goals and objectives of the both the 1999 and 2009 Master Plans, several bore on the importance of information to gauge priorities among differing housing needs and hopefully to identify confluent opportunities. Hence, this goal is carried forward, since identifying evolving conditions is an ongoing process, (e.g. call for rental versus ownership, changing household size, need for universally accessible housing, etc.)

The completion of the 2010 Housing Production Plan was an important step in identifying these needs and it serves as a model for our current review. The subsequent activity of the Affordable Housing Committee and Trust combined with the work of the Community Housing Coordinator have helped to identify "post" recession housing needs and limitations affecting local marketing of both new and re-selling units.

With 2 ARCPUD projects in the pipeline representing over 300 age-55+ units of housing, the foreseeable need for market-rate, senior housing options may be met.

Unfortunately, the Town's available opportunities for the growing class of moderate and lower income seniors and infirmed or disabled remain limited.

This process is ongoing.

Implementation Actions:

1. Update the Housing Production Plan per DHCD requirements using current, recognized statistical sources.
 - i. Identify extent of populations needing accessible housing.
 - ii. Identify shortfalls in affordable ownership and rental housing stocks across a wide range of household incomes, sizes and ability levels.
2. Determine the extent of the need for new and replacement of existing public housing.
3. Increase outreach efforts to make the Town's efforts to collect affordable housing information more broadly known in the business and real estate community.

~~Goal 2: Strengthen Organizational Infrastructure to Implement Housing Plans.~~

The Town needs its active committees and experienced personnel to continue to identify development opportunities, and to initiate needed and desirable housing projects. Access to funding sources is a critical component of this goal.

The 2010 goal to establish such an infrastructure has been largely attained by reactivating the Affordable Housing Committee and establishing the Affordable Housing Trust with the Community Preservation Committee's recommendation for significant funding at Town Meeting. At its first meeting on January 5, 2011, the Trust adopted an Action Plan⁷, which laid out the Trusts mission:

“To assist eligible residents to manage housing costs and to actively preserve existing and create new affordable housing opportunities, both rental and homeownership, to increase Medway's subsidized housing inventory.”

The Action Plan contained seven initiatives in line with the Housing Plan's goals and a 5-year budget. As it has turned out, practice varied considerably from expectations due to the unanticipated slow pace of the recovery from the housing crisis and the ensuing uncertainty of specific housing needs arising out of an alarming lack of buyers for both new and reselling affordable units. Due to the close alignment of objectives between the 2010 Production and the 2011 Action plans, the main narrative of this update will remain focused on achievements, goals and actions as organized in the Housing Production Plan.

⁷ The Action Plan's Executive Summary is appended to this document.

Subsequent to its initial allocation of CPA funds, the Trust has received targeted annual supplements from Community Preservation Funds to meet administrative, operational, legal and consultation needs. The payment-in-lieu option of the inclusionary zoning bylaw has also provided additional funding to the Trust.

A part-time Community Housing Coordinator has been active since the end of 2011 advising and coordinating local boards, assisting in preserving the affordable status of reselling units, facilitating and monitoring regulatory compliance of private sector projects and supporting the ongoing progress of the Trust and Committee toward goals laid out in various plans.

Implementation Actions:

1. To better achieve the town's housing goals, increase the Community Housing Coordinator's compensated time to:
 - a. more effectively identify, promote and facilitate appropriate housing initiatives in conjunction with housing-related boards and committees;
 - b. collaborate and share innovative approaches and best practices with peers and housing advocates;
 - c. better understand and develop policies that overcome market anomalies negatively affecting Medway and similar towns in the region;
 - d. qualify for and provide (or monitor 3rd party) marketing and lottery agent services including the compilation and administration of buyer and renter lists for the fair allocation of housing, and
 - e. determine, coordinate and assure compliance with the regulations, policies, procedures, practices and other requirements related to the development of housing qualified for inclusion in DHCD's Subsidized Housing Inventory.
2. Improve communication links among town boards, committees and staff to increase understanding of changing housing needs, important regulatory developments, the work of the Trust and Committee and each other's various roles in the process.
3. Identify potential property managers (including Medway Housing Authority) to operate 40 B rental properties purchased or developed by the Town.
4. Develop relationships with developers to understand their needs and promote local development.
5. Update the Trust's charter to better align its spending authority with the broader uses allowed for the CPA funds reserved for affordable housing.
6. Explore extant avenues of government funding available for projects.

7. Research the potential and practice of leveraging real property assets to optimize the use of available funds.
8. Continue to actively engage the Affordable Housing Committee in promoting and facilitating programs, and researching housing issues.
9. Encourage Trust and Committee members to benefit from educational opportunities such as the Massachusetts Housing Partnership's Housing Institute and other periodic workshops.
10. Identify individuals with mission-related skills and backgrounds for consultation or membership on the Board and Committee.

Goal 3: Identify Viable Locations and Optimize Opportunities for Their Development.

The Affordable Housing Committee and Affordable Housing Trust should refocus on compiling a comprehensive inventory and map of undeveloped parcels and “under-built” properties, in order to improve recognition of development opportunities. Particular emphasis should be placed on town committees working collaboratively toward reaching mutually beneficial goals, such as preserving open space and producing affordable housing at the same time.

In addition to the 5 projects permitted or completed since 2009, numerous other possibilities have been proposed by 3rd parties or identified internally and undergone varying degrees of review and analysis. Until most recently, none have borne fruit. Several failed to make economic sense and one promising property was sold faster than the requisition process allowed the Trust to respond.

Recently, the Trust's first major project has been initiated with the purchase of the former American Legion Hall, a 6,000 sq. ft. structure. Originally built as a schoolhouse in the late 19th century, the property affords an excellent opportunity for repurposing. The Trust is actively engaged in procuring bids for the design/build of 12 affordable rental units for variously sized households.

Implementation Actions:

1. Continue to identify and list appropriate parcels and/or buildings (including single family homes) for review as they become available.
2. Proactively promote use of infill, accessory apartment and multifamily conversions of existing properties.
3. Seek the help of local professionals to identify opportunities on a timely basis.
4. Continue to streamline the Trust's procurement and proposal process, definitively resolving related legal issues.
5. Help to purchase land for open space/restricted affordable housing combination as parcels and funding are available.
6. Identify locations where private/affordable housing combined-development or conversion is possible and take action to facilitate such development (See Goal 4)

7. Identify the best manner and adequate means to secure and maintain appropriate properties through the process of procuring developers.
8. Coordinate land use with the Medway Housing Authority as they develop plans to update their properties.

Goal 4: Identify Zoning Practices that Encourage Housing Development that Best Serves Our Community's Needs.

As noted, many zoning changes have been made to encourage increases in housing stocks. However, existing zoning may still prohibit projects from being developed or implemented in the most appropriate areas. For example, the Medway Zoning Bylaw does not provide for the “by right” construction of apartments anywhere in Medway. Frequently, these barriers result from tension between the goals of providing for diverse housing needs and preserving character. Fortunately, this conflict has been addressed and mollified in many communities often by the sensitive modification or expansion of existing market rate units to include affordable elements.

The most recent changes allow mixed-use projects in the C-1 district by special permit, and sanction multifamily housing by special permit in new overlay zoning districts. In the C-1 district, by special permit, housing units may occupy up to 67% of the floor area of new mixed-use developments provided the housing is either (1) on the upper floors of a building, or (2) in the same or a separate building as long as commercial space faces the public way or private access drive and the housing is to the rear of the commercial space. As an incentive to use the special permit, dimensional requirements are relaxed, including smaller lot sizes, reduced frontage and greater height (up to 60 feet). There are also open space and connectivity requirements.

The multifamily overlay district includes most neighborhoods within about 2000 feet of a commercial district. By special permit, conversion of existing buildings or new construction for multifamily housing can be developed at a density up to 12 units per acre. Density bonuses are also available for the inclusion of affordable housing and the repurposing of existing stock.

Additionally, the Town's bylaws were entirely edited and reorganized to avoid duplicative language, consolidate definitions, simplify configuration and standardize formats. The intent of the exercise was to promote development by facilitating project planning and avoiding unnecessary delays in the application process.

The Affordable Housing Committee must continue to coordinate and work together with other town boards such as the Planning and Economic Development Board, Zoning Board of Appeals, and the Design Review Committee, and identify ways to strategically use of CPA funds to ensure that affordable housing can be developed in Medway.

Implementation Actions:

1. Promote and encourage use of both “mixed-use” development option by special permit in C-I district, and multifamily housing option by special permit in the multifamily overlay district.
2. Determine if incentives might be available to encourage use of “in-fill” development that allows affordable housing on nonconforming lots.
3. Reconsider the applicability of the State’s “Smart Growth” and “Compact Neighborhoods” programs.
4. Actively promote the use of Zoning Bylaw provisions for the development of duplexes and/or multi-family housing in appropriate locations.
5. Revisit inclusionary zoning bylaw and consider changing the current 10% requirement to a sliding scale calculation based on a project’s total number of units.
6. Consider adoption of a “Traditional Neighborhood Development” bylaw to encourage higher densities in appropriate locations, while reducing the need for new infrastructure and services, minimizing environmental impact, and increasing “sense of community.”
7. Revisit the accessory family dwelling unit provision to consider revisions that may better address housing needs.

Goal 5: Explore and Utilize Creative Development Opportunities

To stay abreast of trends and new ideas, the Town should increasingly coordinate with other organizations such as peer networks, developers, builders, architects, and consultants that specialize in affordable housing. In addition, the Town should work closely with state and quasi-governmental housing agencies, such as DHCD, Citizen’s Housing and Planning Association, the Massachusetts Housing Institute, and the Massachusetts Housing Partnership, to guide its efforts to implement its plans.

Finding creative methods for working with developers and builders to streamline the permitting and building or renovation of housing without sidestepping important bylaws designed to protect Medway should receive special emphasis. The current housing market presents unique challenges, but may also yield previously unavailable opportunities to provide both market and affordable housing and move towards the 10% goal.

A proposed comprehensive permit project called Timber Crest is under project eligibility review by Mass Housing. The original plan anticipates the construction of 76 single family homes and 116 condominium units, yielding 48 affordable units. The project will not meet the Town’s 10% goal, but may help reach safe harbor status.

Implementation Actions:

1. Solicit local builders and non-profit organizations to build “friendly 40B” projects within our housing target areas, with an emphasis on

rental units, and seek input on other actions that could encourage housing production.

2. Look into “buying down” existing residences, apartments and foreclosed properties to restrict them to affordable use.
3. Further encourage use of ARCPUD and OSRD development options in desirable locales.
4. Facilitate the transfer and use of CPC funds to support development of affordable housing.
5. Determine ways to increase the number of housing units affordable to those households with less than 50% and between 50% and 80% of median family income.
6. Encourage an increase in number of units for disabled persons.
7. Explore opportunities for regional management of rental housing.
8. Work with the Medway Redevelopment Authority to identify opportunity and plan for the inclusion of affordable housing in its long-range plans.
9. Identify temporary housing solutions where residents of public housing could live if existing units are renovated.

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III. Implementation Strategies

This section is to provide strategies for implementing activities to achieve the five goals stated above. The intent is to achieve and maintain safe harbor status while working toward the goal of 10% of the Town's housing stock being affordable.

The strategies with the highest priority are those that attempt to accomplish multiple objectives for community development. Moreover, the overarching goal of these strategies is for Medway to achieve and maintain safe harbor while working toward a minimum of 10% of its housing stock being affordable in compliance with MGL Chapter 40B.

A. Locations

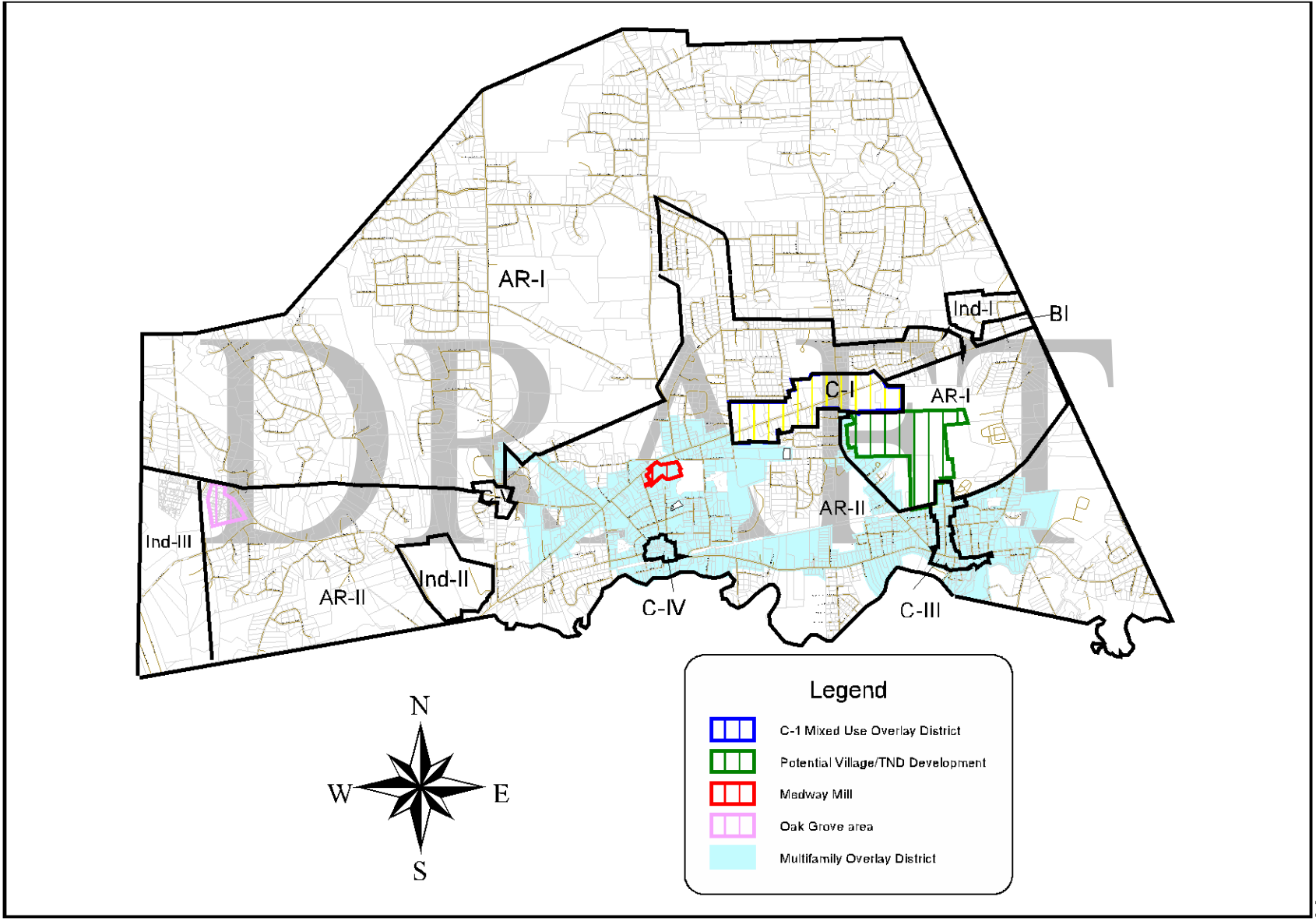
The preferred locations for new housing (See Figure 8) are generally those areas with existing infrastructure (primarily nearby transportation, town sewer and water, sidewalks, etc.) capable of handling new development. Also, encouraging compact development rather than sprawl suggests that new housing should be located near existing or emerging centers of activity. The following are the target locations for increased housing:

- Main Street Shopping Center Area (C1 district) as part of a new mixed-use/Town Center zoning district adopted in 2014.
- The area around the new mixed-use/Town Center zoning district, including the new multi-family zoning district adopted in 2015 around the commercial districts.
- Route 109 /Trotter Drive area (Oak Grove) for mixed use and apartments on residentially-zoned portion of Oak Grove.
- Area between Medway Village and the Medway Commons shopping center.
- Infill lots within existing neighborhoods.
- Medway Mill.

While it is impossible to accurately estimate the number of potential new units in these areas due to the number of possible combinations of unit types, sizes and permitting vehicles, reasonable estimates based on plausible scenarios have been calculated.

The mixed-use district encompassing the current C1 zoning district that allows apartments on the upper floors of buildings and/or residential condominiums could potentially accommodate between 100 or 200 new housing units, but this would require major redevelopment of existing sites that is not likely within the next 5 years. Based on discussions with private developers, we are more likely to see smaller projects resulting in 25-50 new units over the next few years.

Figure 8: Housing Development Targets!



Prepared by authors!

The new multifamily zoning overlay districts (Figure 9) offers one of the best opportunities for producing additional housing. The district encourages both conversion of existing buildings and construction of new units. Density bonuses are offered for historic preservation and affordable housing. The district generally encompasses the areas of Town that already have many duplex and multifamily units and that are within walking distance of the commercial districts.

The Route 109/Trotter Drive (Oak Grove) area is another potential area for additional housing. In a project sponsored by the 495 Metrowest Corridor Partnership, a graduate class from UMass-Amherst completed a study that proposed a mixed use district in this area that would serve as a “gateway” to Medway from the west. One version of the study proposed about 300 dwelling units for the area. A Medway Redevelopment Authority has been formed and a redevelopment plan is underway. However, in addition to completing a redevelopment plan, there are title issues that need to be resolved. While offering a long-term opportunity, significant development is likely beyond the 5-year horizon of this report. This is an area where the Town could consider an RFP for a “friendly 40B.”

The area between Medway Village (off Broad and Village Streets) and the Medway Commons shopping center also has potential for substantial housing development. One scenario for development of this area could be an extension of the existing “village” style of development from Broad Street into the parcel.

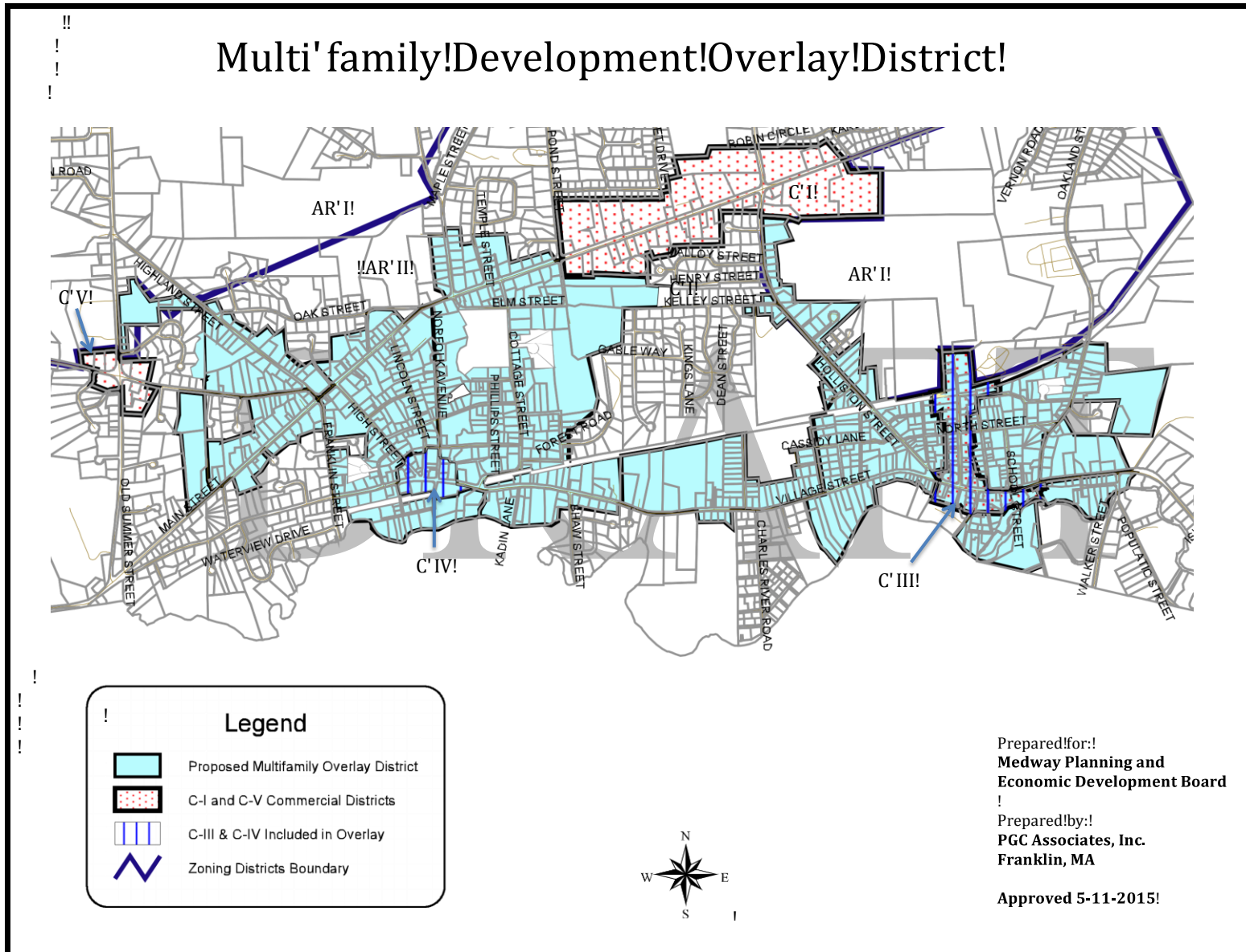
Development in this area could consist of single structures⁸ on small lots compatible with the adjacent Medway Village. Condominiums, cottage-style clusters and multifamily housing could be part of the mix. Ideally, both rental and ownership housing, designed to accommodate households of different sizes or with special needs would be integrated throughout.

Since a stream and wetlands traverse the site, an open space element (perhaps a possible Town Common) could also be part of development in this area. A recreation component should also be integrated into the mix of uses. The proximity of this area to the historic Medway Village, the Medway Commons, Medway Shopping Center area and the Medway Middle School make it a potential 40R site. It would also be an excellent location for additional public housing to replace or supplement the Medway Housing Authority’s existing stock.

Development of this area could accommodate 50-100 single-family homes and 100-150 condominiums while still maintaining a large area of open space.

⁸ Housing single or multi-families

Figure 9: Multifamily Development Overlay District



The infill housing development bylaw adopted in 2009 encourages affordable development on parcels that do not comply with current zoning requirements but are similar in size and frontage to other lots in the neighborhood, and that are suitable to be built upon. This provision has not been used and should be reviewed to determine incentives to encourage its use. An estimated 15-25 new units could be developed in these locations.

The owner of the Medway Mill continues to express interest in adding apartments to the historic site and has developed conceptual plans to do so. The Mill is now part of the new multifamily housing district which should help facilitate such a project. This could result in 20-30 housing units.

In summary, the various areas targeted here for housing could accommodate an estimated 435 - 805 units of single- and multi-family homes, apartments and condominiums. Of course, at current rates it would take decades to reach these totals with affordable production falling short of desired safe harbor triggers. Hopefully the strategies outlined here combined with developments affecting affordable-market conditions, such as increasingly available credit and more highly competitive pricing practices, can counteract any systemic drag on preferred development scenarios.

B. Basic Strategies

Representing higher-order approaches to achieving this plan's goals, the dozen or so strategies listed below either encompass or supplement the "Implementation Actions" previously detailed in Section II.

Identify Land and Existing Housing Units for Purchase, Development or Conversion as Affordable Ownership or Rental Housing

Monitor listing services and public notices to identify properties that can be developed or converted as affordable ownership or rental housing or produce a combination of affordable housing and open space. Review funding sources and propose as appropriate, policies and evaluation criteria to fund the purchase and subsidization of existing housing to be resold or rented as deed restricted units.

Continue to Monitor and Evaluate Inclusionary Zoning Bylaw

The inclusionary zoning bylaw originally required that 15% of new housing developments be affordable units. That requirement was reduced to 10% after the Planning and Economic Development Board determined the marginal expense as overly burdensome for developers of relatively small projects. Since inclusionary-exempt projects of fewer than 6 units do not generate affordable units and larger developments offset just 10% of their market rate units, the existing version of this zoning provision

does not advance the Town's long-term⁹, proportional standing in the Subsidized Housing Inventory. Therefore, a sliding scale of percentage requirements based on a project size should be considered.

In addition to adjusting the required percentage, the construction of rental units should be facilitated by promoting measures to allow, and developing incentives to produce, apartment units as an alternative to on-site production. To promote the integration of affordable units throughout town, raising and clearly defining the standards for accepting in-lieu payment or off-site units as inclusionary alternatives should be considered.

Clarify Protocols for Local Initiative Program and Comprehensive Permit Projects

In order to facilitate and encourage private sector developments that include affordable housing and to provide early input to 40B projects, permitting bodies should formalize intake procedures and model parameters for all proposed Chapter 40B projects,¹⁰ including location, design, density, amenities, percentage of affordable units, infrastructure needs, etc. **ZBA/PEDB INPUT**

~~Encourage Use of Mixed-Use/Town Center Special Permit in C-I Zoning District~~

Medway currently lacks a coherent, traditional New England mixed-use Town Center and developing one would serve multiple objectives. It would encourage additional commercial development while providing an opportunity to develop new housing at a higher density in areas that can best accommodate growth. Encouraging and concentrating housing in and adjacent to a Town Center would allow more of the open space throughout town to be preserved. Providing housing in close proximity to commercial areas reduces traffic by accommodating pedestrian activity. Finally, a mixed use, pedestrian-friendly center provides opportunities for social interaction that are missed when virtually all trips are made by automobile.

A “vision” of what a future Town Center in the C-I district could look like was produced several years ago using a Priority Development Fund grant.

Promote the Use of Accessory Apartments beyond Family Members

Accessory dwelling units are currently allowed in the AR-I and AR-II districts by special permit. Such apartments are limited in area, design and occupancy. Broadening the allowed uses of such arrangements beyond immediate family members should encourage their production.

⁹ While new affordable units are added to the SHI as eligible, the total number of units in a municipality are adjusted once after the U.S. Census causing spiked declines in percentages of affordable units.

¹⁰ Both comprehensive permit and LIP projects.

It should be noted that accessory apartments will probably count toward the Town's Subsidized Housing Inventory in very few instances. However, they would fill a significant housing need and reduce pent up pressure in the area's rental market.

Promote and Encourage Use of New Multifamily Housing Special Permit Provision

This new bylaw adopted at the 2015 Annual Town Meeting allows both conversion of existing buildings and development of new housing units at densities up to 12 units per acre (and up to 20 units per acre with certain density bonuses). It is subject to the inclusionary zoning bylaw and offers an additional incentive of 2 market rate units when the number of affordable units equals 25% of the total. This provides a significant tool for meeting Medway's housing needs both in terms of units that qualify for the Subsidized Housing Inventory as well as market rate units that do not qualify for the SHI but nevertheless fill a need for lower priced housing in areas with appropriate infrastructure and close to commercial services.

Consider Additional Options for Duplexes and Multi-Family Housing

The use of the accessory apartment and multifamily housing bylaws should be promoted and analyzed periodically in order to identify and evaluate the need for future revisions to those zoning provisions. If needed, zoning amendments to further encourage such housing, including possibly allowing it by right, should be considered.

Encourage Use of Open Space Subdivision Bylaw

The Town's Open Space Residential Development (OSRD) bylaw provides incentives to preserve open space, reducing sprawl and resulting in more attractive developments. It also allows multifamily housing to be developed as part of an OSRD. In combination with the inclusionary zoning bylaw, this bylaw has likelihood to result in new affordable units. Consideration should be given to make it more appealing to developers by allowing open space subdivisions by right (subject to certain criteria) rather than by special permit in order to streamline a process that accomplishes the dual goals of providing affordable housing and protecting open space. *Needs PEDB input*

Develop Alternatives to ARCPUD Housing for Seniors

Since its adoption, the ARCPUD has successfully encouraged housing developments that provide housing tailored to the needs of Medway's rapidly-growing senior population while concurrently making progress toward preserving open space and providing affordable housing. One age-restricted ARCPUD of 80 units is currently under construction while another multifaceted development of 227 units including assisted living, congregate care, memory care and independent living units, is in the permitting process. Both projects will contribute to the attainment of affordable housing targets, either through unit construction or in-lieu payments.

While it is unclear if the market will currently support additional ARCPUD developments within Medway, the senior population will continue to grow and we need to plan for their housing needs, ideally in a more widely integrated fashion.

Develop Additional Public Housing

The Medway Housing Authority (MHA) currently operates more than 200 units of affordable units serving families, senior citizens and incapacitated individuals. Since the housing supply-demand gap illustrates a significant shortage of housing for those with less than 50% of median household income, plans to build and identify funding sources for additional subsidized affordable rental housing should be undertaken by the Medway Housing Authority and increasingly be of concern to town leaders. *Review with MHA*

The two largest of the current public housing facilities are aging and require replacement or rehabilitation. Consideration should be given on how to maximize the benefit of such expenditures. That is, rather than rehabilitating the facilities in place, it may be preferable to relocate the current housing to areas closer to services and putting the land to other uses. A financing plan for relocating these developments would likely be difficult and would require significant grant assistance.

Consideration should also be given to expanding the role of MHA by assigning it management responsibility for affordable rental units developed with Town funding as well as serving as monitoring agent for privately-owned affordable units. Income generated could be used for MHA administration and capital maintenance expenses.

Use the Affordable Housing Trust to Administer New Funding Opportunities

The Trust will be key in implementing this Housing Production Plan. In addition to formalizing policy and protocol for its current focus on funding Trust-initiated projects, the institution of new uses to better leverage unit production should be pursued.

Among the other potential activities envisioned by the AHT are a down payment assistance program; purchasing, renovating and deed restricting existing homes; gap financing for small inclusive projects; and constructing new homes on vacant land.

A. Numerical Targets and Schedule

Table 18 presents a proposed schedule for adding affordable units over the next 5 years. The table is optimistic in the sense that some of the projected affordable units to be derived from the multifamily overlay district, affordable housing trust (beyond the Cutler Street project), inclusionary zoning and the C-1 district mixed use overlay district are speculative since there is no way to accurately predict how private property owners will react to these new incentives. At the same time, it is reasonable and fairly conservative in that the large majority of projected units (60 of 113) are derived from projects currently in the works.

The schedule indicated would help Medway achieve safe harbor status by 2017 and maintain it through 2020. It would also represent a significant movement toward the 10% goal by bringing Medway to about 7.5%

B. Certification

Upon achieving production of housing units in accordance with Table 18, Medway will be eligible to request certification of its Housing Production Plan. Certification will provide the Town the option of denying a Chapter 40B comprehensive permit application. Certification will be valid for one year if the Town achieves an increase in the number of units in its Subsidized Housing Inventory of .5% in one year, or it will be valid for two years if it achieves an increase of .75%.

If a community has achieved certification within 15 days of the opening of the local hearing for a Comprehensive Permit, the ZBA shall provide written notice to the Applicant, with a copy to DHCD, that it considers that a denial of the permit or the imposition of conditions or requirements would be Consistent with Local Needs, the grounds that it believes have been met, and the factual basis for that position, including any necessary supportive documentation.

If the Applicant wishes to challenge the ZBA's assertion, it must do so by providing written notice to DHCD, with a copy to the ZBA, within 15 days of its receipt of the ZBA's notice, including any documentation to support its position. DHCD shall review the materials provided by both parties and issue a decision within 30 days of its receipt of all materials. The ZBA shall have the burden of proving satisfaction of the grounds for asserting that a denial or approval with conditions would be consistent with local needs, provided, however, that any failure of the DHCD to issue a timely decision shall be deemed a determination in favor of the municipality. This procedure shall toll the requirement to terminate the hearing within 180 days.

**Table 18
Numerical Targets and Schedule***

YEAR	#UNITS	SOURCE	CUMULATIVE
2016	6	4 from Millstone 2 from Multifamily Overlay District	6
2017	36	4 from Millstone 16 from 40Bs 2 from Multifamily Overlay 12 from Housing Trust project on Cutler Street 2 from Inclusionary Zoning requirement	42
2018	24	2 from Inclusionary Zoning Requirement, 16 from 40Bs 2 from Affordable Housing Trust Fund 4 from Multifamily Overlay District	66
2019	24	2 from Inclusionary Zoning Requirement, 2 from Affordable Housing Trust Fund, 16 from 40Bs 2 from Multifamily Overlay District	90
2020	23	5 from Inclusionary Zoning Requirement, 6 from Affordable Housing Trust Fund, 6 from Multifamily Overlay District 6 from C-1 mixed use development	113

*The number of affordable units needed annually to achieve and maintain safe harbor status is 23.

Appendix

Executive Summary

This Action Plan was made possible through funding from the Medway Community Preservation Act (CPA) fund and the direction of the Community Preservation Committee and the Affordable Housing Committee. The purpose of this Plan is to set direction for the first five years of operation of the Medway Affordable Housing Trust (Trust), which was created in May 2008 through a majority vote of Town Meeting.

The Trust fund, by state statute, is required to be overseen by a Board of Trustees that is appointed by the Board of Selectmen. In Medway, the Trust is comprised of a member of the Board of Selectmen and the Town Administrator as well as professionals with a wealth of expertise including banking and real estate. The Board of Trustees has a fiduciary responsibility to manage the Trust fund for the sole purpose of creating and preserving affordable housing in the Town of Medway.

This Plan is an outgrowth of the community's affordable housing goals established by Medway's current Housing Production Plan (March 2010) (HPP), which was prepared in accordance with the Massachusetts Department of Housing and Community Development (DHCD) requirements. The specific goals and initiatives recommended in this Action Plan tie directly into the goals of the HPP and, in addition, are based on a strong public process, which was led by the Affordable Housing Committee (AHC) to create this Plan. The AHC, which is focused on affordable housing policy and advocacy, worked closely with members of the Board of Trustees on this planning initiative.

The Trust's five goals, established through this Plan, are listed below and described in more detail in Section 3. The following goals are listed in order of priority:

GOAL ONE: RETAIN AND CREATE UNITS FOR LOW-INCOME HOUSEHOLDS

GOAL TWO: FUND PRODUCTION OF HOUSING UNITS

GOAL THREE: HELP AND PROMOTE OTHER LOCAL AFFORDABLE HOUSING EFFORTS

GOAL FOUR: HELP HOMEOWNERS STAY IN HOMES

GOAL FIVE: DIVERSIFY TRUST FUND REVENUE

In order to accomplish these goals, this Plan sets out seven primary initiatives to focus on in the Trust's first five years (FY12-FY16). These initiatives are listed below and described in more detail in Section 4:

INITIATIVE 1: BUILD THE TRUST'S CAPACITY

INITIATIVE 2: IDENTIFY AND ACQUIRE APPROPRIATE PRIVATE AND/OR TOWN-OWNED VACANT PARCELS FOR AFFORDABLE HOUSING

INITIATIVE 3: SUPPORT DEVELOPERS AND OTHER ENTITIES IN CREATING AFFORDABLE HOUSING

INITIATIVE 4: IMPLEMENT A LOTTERY AND MONITORING PROGRAM

INITIATIVE 5: ACTIVELY RETAIN EXISTING AFFORDABLE UNITS

INITIATIVE 6: PROVIDE SMALL GRANTS FOR HOME REPAIRS

INITIATIVE 7: ESTABLISH A HOMEBUYER ASSISTANCE PROGRAM

To accomplish these initiatives, the Affordable Housing Committee, working in concert with the members of the Board of Trustees, laid out a five-year budget that demonstrates targeted revenue sources and planned expenditure for these initiatives. The budget is presented in Section 5.

The Affordable Housing Committee and members of the Board of Trustees have prepared this Plan with full due diligence to formalize the community's goals for the Trust and lay out a realistic and logical blueprint for accomplishing those goals.

Endnotes

ⁱ *Chapter 40B Comprehensive Permit Projects* - In 2000, the town Zoning Board of Appeals approved a comprehensive permit under Chapter 40B for Woodside, a condominium development of 53 townhouse units. Fourteen of the units are affordable. That project is now fully built out and occupied. Since then, three additional projects were granted comprehensive permits, 2 of which were completed: Colonial Park Estates and Fox Run Farms.

ⁱⁱ *Adult Retirement Community Overlay District* - This zoning bylaw provides for the creation of overlay districts within the two residential zoning districts. The overlay districts allow greater density (up to 3 units per acre) for housing units restricted to persons 55 years of age or older. The bylaw also requires that at least 40% of the parcel be set aside as open space, and 10% of its units be affordable. It also encourages mixed uses (including limited commercial development). Such overlay districts are authorized through a special permit granted by the Planning Board and known as an Adult Retirement Community Planned Unit Development (ARCPUD).

Since its adoption in 2007, two developments of 115 and 80 condominium units respectively were granted special permits by the Planning Board. Due to market conditions and other factors, however, neither of these projects were constructed at that time. Subsequently, the 80 unit project is under construction by a different developer, and a new application for a 227 unit ARCPUD on the same site as the 115-unit project has been submitted earlier this year (2015).

ⁱⁱⁱ *Community Preservation Act* - Medway adopted the Community Preservation Act (CPA) in 2001. The Act imposes a surcharge of 3% on property taxes and qualifies the Town to receive matching funds from a document-recording fee levied at the Registry of Deeds. A minimum of 10% of the revenues generated by this legislation must be dedicated for each of three uses: the production and maintenance of affordable housing; the conservation of open space (including recreational uses) and the preservation of historical points of interest. In 2009, the Community Preservation Committee transferred \$433k from the housing reserve fund to the Affordable Housing Trust and has supplemented the administrative/operating budget each year since.

^{iv} *Accessory Apartment Bylaw* - In 2004, Medway adopted a provision to allow accessory apartments in the AR-I and AR-II districts. The bylaw limits occupancy to relatives and includes restrictions to ensure that the house retains the character of a single-family dwelling.

^v *Adaptive Use Overlay District* - In 2004, the Town adopted an Adaptive Use Overlay District for the area along Route 109 that abuts its primary commercial district. The overlay district allows mixed commercial and 1 or 2 family units within existing structures in the district

^{vi} *Open Space Residential Development Bylaw* - The original version of an open space residential development bylaw was used only once. In 2005, Medway adopted a new version and has since fine-tuned it several times. The present bylaw allows multifamily housing as well as single family homes as part of a development. Three multifamily OSRD projects have been granted special permits. Pine Ridge, a project of 20 townhouse-quad units was permitted prior to inclusionary zoning and has been completed. Williamsburg, an 18-unit project with 2 affordable units is nearly complete. Charles River Village, consisting of 11 single family detached units is nearing completion, and has made “in lieu” payments to the Trust as substitution for providing 2 affordable units on site.

^{vii} *Inclusionary Zoning Bylaw*

In May 2008, the Town adopted an inclusionary Zoning Bylaw that required that 15% of new housing projects of 3 or more units be affordable. It was later amended to require 10%. The bylaw allows for the units to be located on or off-site and provides for payment into an Affordable Housing Trust Fund as a third option to satisfy the requirement. This bylaw, to date, has produced or generated over \$290 k.

^{viii} *Affordable Housing Trust (AHT)* - Pursuant to MGL 44 - 55C, the Medway Affordable Housing Trust was created in 2008. The Trust can accept contributions from CPA funds, cash-in-lieu payments from

inclusionary zoning and other sources. The funds can be used to support affordable housing projects and maintain existing units. This entity became active in 2010 as trustees were appointed and it was capitalized with CPA funds for a variety of targeted applications. A five-year operational plan was developed, and a part-time staff person was hired.

The Trust has recently purchased a late 19th century school house and is planning to convert the building into an affordable housing development. At subsequent points in its history, it has served as a WPA workroom and as the Town's American Legion Hall. As such, and through ancillary use as a scout den, dance studio and function hall, the location known to many town residents and represents an excellent opportunity to showcase positive aspects of affordable housing.

^{ix} *Infill Development Bylaw* - Under this bylaw adopted in 2009, certain undersized lots may be used for affordable housing. Among the requirements are that the lot size and building setbacks be similar to those that already exist in the neighborhood.

DRAFT

DRAFT

AGENDA

ITEM #2

Vote – Entertainment License Request –Hang Tai

Associated backup materials attached:

- Application

Proposed motion: I move that the Board approve an entertainment license for Hang Tai pending the review and approval of the request by the Fire Department.

AGENDA

ITEM #3

Vote – Banner Display Request – Medway Youth Lacrosse

Associated back up materials attached:

- Application
- Picture of banner

Proposed Motion: I move that the Board vote to approve the Medway Youth Lacrosse's banner display request.

TOWN OF MEDWAY Banner Display Request

Organization Name: *Medway Youth Lacrosse*
 Event for which banner is displayed: *League Registration*
 Date(s) of event: *12/30/15*
 Dates Requested (max. 1 week): *12/21/15*
 Applicant Name/Responsible Party: *Don Doherty*
 Address/Telephone: *[Signature]*

Use this space to illustrate banner message, including logos and sponsor(s), or include attachment:

1. Fee of \$60 is due within seven (7) days of booking and prior to the banner display (see policy for exception). Checks should be made payable to the Town of Medway.
2. If cost to hang and remove banner exceeds \$60, applicant will be invoiced for the balance, and must be paid within thirty (30) days of invoice date.
3. Banners must be dropped off at Town Hall between seven (7) and four (2) days prior to the scheduled display.
4. Banner will be displayed as permitted herein, unless circumstances, such as weather, scheduling changes or staff availability cause delays.
5. Banner must be in good condition, and may be rejected if in poor condition or deemed a safety hazard.
6. Banners must be picked up at Town Hall within seven (7) days of being notified it has been taken down. Banners not claimed within fourteen days (14) may be discarded.
7. Dates may be booked no later than one year in advance of booking.
8. Length of banner should be between twenty (20) and twenty-five (25) feet.
9. Minimum standards for banner: 19 oz. banner vinyl, webbed, hemmed, grommets, "D" rings, reinforced-corners, and wind holes.
10. Banners will be displayed only at the approved location on Main Street (at Medway Plaza).
11. In the event of a Town Meeting or Election, the Town's banner will take precedence over an approved request.

I acknowledge that I have received a copy of the Banner Display Policy and agree to any and all conditions therein.

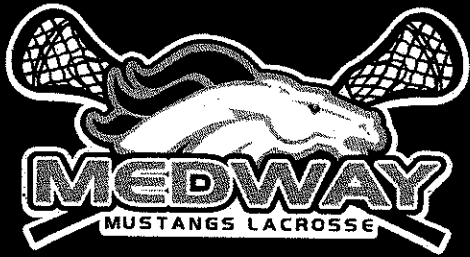
Don Doherty
 Name

[Signature]
 Signature

12/14/15
 Date

BOS Approval: Jan. 20, 2015

ta@townofmedway.org



MEDWAY YOUTH LACROSSE

ONLINE REGISTRATION
WWW.MEDWAYLAX.COM

AGENDA ITEM #4

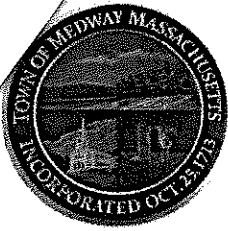
Approval – One Day Liquor License Applications –

- a. Sandra McClure – Thayer Homestead - 1/30/2016**
- b. Medway/Millis Gymnastics Team – Thayer Homestead
- 4/7/2016**
- c. Suleima DaCruz – Thayer Homestead - 7/2/2016**

Associated backup materials attached:

- Sandra McClure Application and Police Chief's Recommendation
- Medway/Millis Gymnastics application and Police Chief's recommendations
- Suleima DaCruz's application and Police Chief's recommendations

Proposed motion: I move that the Board approve one-day liquor licenses for Sandra McClure, Medway/Millis Gymnastics Team, and Suleima DaCruz for their events at the Thayer Homestead on 1/30/16, 4/7/16 and 7/2/16 respectively subject to fulfillment of the Police Chief's recommendations and evidence of appropriate insurance coverage.



Town of Medway

BOARD OF SELECTMEN

155 Village Street, Medway MA 02053
Ph. (508) 533-3264 Fax: (508) 321-4899

APPLICATION FOR SPECIAL ONE-DAY LIQUOR LICENSE

MGL c.138, §14

Application for the purpose of selling or dispensing the following beverages permitted by law. A Section 12 license holder may not also be granted a Section 14 (one-day) license unless event is held at a separate location. A person holding a Section 14 license cannot purchase alcoholic beverages from a package store. Purchase must be made from a licensed wholesaler/importer, manufacturer, farmer-winery/brewery, or special permit holder.

For Profit Businesses are eligible for wine and malt license only.

Application must be submitted at least two weeks prior to event.

Fee: \$0

All Alcohol _____ Wine and Malt

Event Baby Shower

Name of Organization/Applicant SANDRA McCLURE

Address 10 Rockwood Road, Medway

FID# _____

Phone _____ Fax () _____ Email _____

Non-Profit Organization Y _____ N

Attach non-profit certificate of exemption

Event Location Thayer

Event Date JANUARY 30, 2016

Event Hours (No later than 1:00 AM; Last call 12:30 AM)

Is event open to the general public? Y _____ N

Estimated attendance 35

Will there be an age restriction? Y _____ N - 30 plus
Minimum age allowed:

How, where and by whom will ID's be checked? The host make sure
over 21 years

Is there a charge for the beverages? Y _____ N
Price structure: _____

Alcohol server(s) _____
Attach Proof of Alcohol Server Training
NA

Provisions for Security, Detail Officer _____
Does the applicant have knowledge of State liquor laws? Y N _____

Experience NA

The following may be required:
Police Dept. – Detail; Fire Dept. – Detail; Board of Health – Food Permit; Building Dept. – Tent Permit

Date of Application 12/22/15
Applicant's Signature Sandra McClure
Applicant's Name Sandra McClure
Address 10 Rockwood Road
Phone _____ ax () _____ Email _____

The Board of Selectmen's Office will forward this application to the Police, Fire, and Building Departments and the Board of Health for approval and recommendations.

Police Department _____ Date _____
315 Village St
Fire Department _____ Date _____
44 Milford St
Board of Health _____ Date _____
Town Hall, 2nd Fl
Building Department _____ Date _____
Town Hall, 1st Fl



Medway Police Department

315 Village Street
Medway, MA 02053

Phone: 508-533-3212
FAX: 508-533-3216
Emergency: 911

Allen M. Tingley
Chief of Police

December 24, 2015

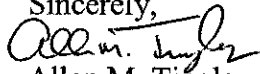
To: Michael Boynton
Town Administrator

From: Allen M. Tingley
Chief of Police

Re: One day liquor license- Thayer Property- Baby Shower

I have reviewed the request from Sandra McClure for a one day liquor license for a baby shower, to be held at the Thayer House, 2B Oak Street, on January 30, 2016. I approve of the issuance of this one day liquor license with the stipulation that the alcohol will be purchased from a licensed alcohol wholesale distributor, as indicated on the license application and the Town of Medway's Alcohol Policy and that a responsible adult with some knowledge of Mass Liquor Laws will be checking ID's of individuals being served alcohol at the shower. There will be no on-street parking on Mechanic Street and Oak Street.

Sincerely,


Allen M. Tingley
Chief of Police



Town of Medway

BOARD OF SELECTMEN

155 Village Street, Medway MA 02053
Ph. (508) 533-3264 Fax: (508) 321-4899

APPLICATION FOR SPECIAL ONE-DAY LIQUOR LICENSE

MGL c.138, §14

Application for the purpose of selling or dispensing the following beverages permitted by law. A Section 12 license holder may not also be granted a Section 14 (one-day) license unless event is held at a separate location. A person holding a Section 14 license cannot purchase alcoholic beverages from a package store. Purchase must be made from a licensed wholesaler/importer, manufacturer, farmer-winery/brewery, or special permit holder.

For Profit Businesses are eligible for wine and malt license only.

Application must be submitted at least two weeks prior to event.

Fee: \$0

All Alcohol Wine and Malt

Event wedding

Name of Organization/Applicant Suleima DaCruz

Address 843 Oakhill Ave. Attleboro MA 02703

FID# _____

Phone _____ Fax () _____ Email _____

Non-Profit Organization Y _____ N _____
Attach non-profit certificate of exemption

Event Location Thayer Homestead

Event Date 7/2/16

Event Hours (No later than 1:00 AM; Last call 12:30 AM)

Is event open to the general public? Y _____ N

Estimated attendance 80-100 people

Will there be an age restriction? Y _____ N
Minimum age allowed:

How, where and by whom will ID's be checked? _____

Is there a charge for the beverages? Y _____ N

Price structure: _____

Alcohol server(s) _____

Attach Proof of Alcohol Server Training _____

Provisions for Security, Detail Officer _____

Does the applicant have knowledge of State liquor laws? Y N _____

Experience _____

The following may be required:

Police Dept. – Detail; Fire Dept. – Detail; Board of Health – Food Permit; Building Dept. – Tent Permit

Date of Application 12/21/15

Applicant's Signature Julia Diaz

Applicant's Name Suleima deCruz

Address 843 Oakhill Ave. Attleboro MA 02703

Phone _____ Fax () _____ Email _____

The Board of Selectmen's Office will forward this application to the Police, Fire, and Building Departments and the Board of Health for approval and recommendations.

Police Department _____
315 Village St _____ Date _____

Fire Department _____
44 Milford St _____ Date _____

Board of Health _____
Town Hall, 2nd Fl _____ Date _____

Building Department _____
Town Hall, 1st Fl _____ Date _____



Medway Police Department

315 Village Street
Medway, MA 02053

Phone: 508-533-3212
FAX: 508-533-3216
Emergency: 911

Allen M. Tingley
Chief of Police

December 29, 2015

To: Michael Boynton
Town Administrator

From: Allen M. Tingley
Chief of Police

Re: One-Day Liquor request – Thayer House – DaCruz Wedding Reception

I have reviewed the application for the ^{one} day liquor license request for the DaCruz wedding reception scheduled for July 2, 2016 at the Thayer House.

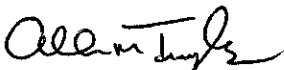
I approve of the issuing of the permits with the following condition.

There will be no on-street parking on either side of Oak Street or Mechanic Street. Additional parking may be found at the Choate Park complex and in the rear parking lot off of Winthrop Street.

All alcohol, beer and wine for this event shall be purchased from a licensed alcohol wholesale distributor, as indicated on the license application and the Town of Medway's Alcohol Policy

A responsible adult with some knowledge of state liquor laws, will be checking ID's of all individuals served alcohol at the reception.

Respectfully Submitted


Allen M. Tingley
Chief of Police



Town of Medway

BOARD OF SELECTMEN

155 Village Street, Medway MA 02053
Ph. (508) 533-3264 Fax: (508) 321-4899

APPLICATION FOR SPECIAL ONE-DAY LIQUOR LICENSE

MGL c.138, §14

Application for the purpose of selling or dispensing the following beverages permitted by law. A Section 12 license holder may not also be granted a Section 14 (one-day) license unless event is held at a separate location. A person holding a Section 14 license cannot purchase alcoholic beverages from a package store. Purchase must be made from a licensed wholesaler/importer, manufacturer, farmer-winery/brewery, or special permit holder.

For Profit Businesses are eligible for wine and malt license only.

Application must be submitted at least two weeks prior to event.

Fee: \$50 (May be waived at Board of Selectmen's discretion)

All Alcohol _____ Wine and Malt

Event MEDWAY/MILLS/HOLLISTON HS GYMNASTICS BANQUET

Name of Organization/Applicant AS ABOVE / SHARI DALY

Address 7 ISLAND RD MEDWAY

FID# _____

Phone _____ Fax () _____ Email _____

Non-Profit Organization Y N

Attach non-profit certificate of exemption

Event Location THAYER HOMESTEAD MEDWAY MA

Event Date APRIL 7 2016

Event Hours (No later than 1:00 AM; Last call 12:30 AM) 6pm - 11pm

Is event open to the general public? Y _____ N

Estimated attendance 40

Will there be an age restriction? Y _____ N

Minimum age allowed:

How, where and by whom will ID's be checked? BY COACHES & DEPARTMENTS

Is there a charge for the beverages? Y _____ N
Price structure: _____

Alcohol server(s) _____
Attach Proof of Alcohol Server Training _____

NA

Provisions for Security, Detail Officer NA

Does the applicant have knowledge of State liquor laws? Y N _____

Experience _____

The following may be required:
Police Dept. – Detail; Fire Dept. – Detail; Board of Health – Food Permit; Building Dept. – Tent Permit

Date of Application DEC 21 2015

Applicant's Signature Shari Daly

Applicant's Name SHARI DALY

Address 7 ISLAND RD MEDWAY MA

Phone _____ Fax () _____ Email _____

The Board of Selectmen's Office will forward this application to the Police, Fire, and Building Departments and the Board of Health for approval and recommendations.

Police Department _____
315 Village St _____ Date _____

Fire Department _____
44 Milford St _____ Date _____

Board of Health _____
Town Hall, 2nd Fl _____ Date _____

Building Department _____
Town Hall, 1st Fl _____ Date _____



Medway Police Department

315 Hillage Street
Medway, MA 02053

Phone: 508-533-3212
FAX: 508-533-3216
Emergency: 911

Allen M. Tingley
Chief of Police

December 29, 2015

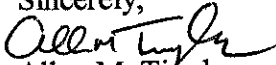
To: Michael Boynton
Town Administrator

From: Allen M. Tingley
Chief of Police

Re: One day liquor license- Thayer Property

I have reviewed the request from Shari Daly for a one day wine and malt license for a HS gymnastics banquet, to be held at the Thayer House, 2B Oak Street, on April 7, 2016. I approve of the issuance of this one day liquor license with the stipulation that the alcoholic beverages are purchased from a licensed alcohol wholesale distributor, as indicated on the license application and the Town of Medway's Alcohol Policy, there will be no on-street parking on Mechanic Street and Oak Street and that a responsible adult will be checking ID's of individuals being served alcohol at the party.

Sincerely,


Allen M. Tingley
Chief of Police

AGENDA

ITEM #5

Vote - Support Norfolk County Mosquito Control District Budget FY17

Associated back up materials attached:

- MA Mosquito Control Budget
- Declaration of support or non-support

Proposed motion: I move that the Board vote to support the proposed FY17 funding for mosquito control, as requested.

THE COMMONWEALTH OF MASSACHUSETTS

EXECUTIVE OFFICE OF ENERGY AND ENVIRONMENTAL AFFAIRS



Department of Agricultural Resources

State Reclamation and Mosquito Control Board

251 Causeway Street, Suite 500, Boston, MA 02114

617-626-1700 fax: 617-626-1850 www.mass.gov/agr



CHARLIE BAKER
Governor

MATTHEW BEATON
Secretary

JOHN LEBEAUX
Commissioner

Massachusetts Mosquito Control Budget Notification & Compliance Certification Policy

(Revised 3/4/10; 10/27/10; 12/-14/11; 2/3/14; 10/22/14)

MEMBERS

Alisha Bouchard, **Chairman**
Department of Agricultural
Resources (DAR)

Jim Straub
Department of Conservation
And Recreation (DCR)

Gary Gonyea
Department of Environmental
Protection (DEP)

OPERATIONS

Jessica Burgess
Legal Counsel

Jennifer Forman Orth
Environmental Biologist

Nu Nguyen
Finance Manager

MOSQUITO CONTROL PROJECTS & DISTRICTS

Berkshire County Mosquito
Control Project

Bristol County Mosquito
Control Project

Central Massachusetts
Mosquito Control Project

Cape Cod Mosquito
Control Project

East Middlesex Mosquito
Control Project

Norfolk County Mosquito
Control District

Northeast Massachusetts
Mosquito & Wetland
Management District

Plymouth County Mosquito
Control Project

Suffolk County Mosquito
Control Project

The State Reclamation and Mosquito Control Board (the "Board") oversees mosquito control in Massachusetts under the authority granted by MGL Chapter 252 and the several Acts of the Legislature creating mosquito control projects (the "Districts"). The Board's authority includes the important responsibility to certify District budgets. Since the Districts' budgets (with the exception of East Middlesex Mosquito Control Project) are not voted on by the member communities, the Board must review and certify District budgets to ensure that an appropriate level of funding is available to implement the work and improvements undertaken by the Districts under the authority of the Board.

Prior to FY 2002, funding for the Districts and the Board had been subject to appropriation by the Legislature and listed as line items within the budget of the Department of Food and Agriculture (DFA) budget, now the Massachusetts Department of Agricultural Resources (MDAR). Thereafter, funding for mosquito control has been by assessing proportionately each District's member cities and towns as deductions from local aid, as reported on the Cherry Sheet (the official notification from the Massachusetts Commissioner of Revenue of state aid and assessments to cities, towns, and regional school districts in the upcoming fiscal year).

For FY 2002 and thereafter, District budgets have no longer been subject to appropriation. Instead, the Districts submit their proposed budgets to the Board for review and certification to the Office of the Comptroller the amount determined by the Board to satisfy statutory funding standards. After the budgets are certified by the Board, a proportionate share of the total District budget is deducted from each member municipality's local aid distribution* and deposited in an account administered by the Board.

Thus, state funding of the Districts and the Board now functions as "trust fund" expenditures, which are reviewed and certified by the Board to insure that expenditures for the fiscal year do not exceed related assessments.

*The Board's funding as deemed necessary to the state reclamation board's successful operation works in the same manner for the purpose of carrying out its mandate pursuant to the state mosquito control statute (Chapter 252, section 5A of the MGL). It is not an assessment to each district. Instead, it is an independent assessment made directly to the member communities and therefore need not be included in Mosquito District Operational Budgeting procedures.

Massachusetts Mosquito Control Budget Notification & Compliance Certification Policy

Since the Board is required by law to certify the amounts to be deducted from local aid, it is the duty of the Board to assure itself that the member communities support the proposed District budgets. Ultimately, the Board must make certain that the budgets are an appropriate use of public money through a transparent process and with an appropriate expression of support by the member cities and towns.

To this end, it is the policy of the Board, in making its certification and approval of Districts budgets, **to require that each District:**

1. Invite the public to a meeting to be held on or before March 1st of each year in which the Districts preliminary proposed budget and work plans for the upcoming mosquito season are presented and discussed, and notice of the meeting shall be published as prescribed in Forms SRB-1 and SRB-2. A regularly scheduled Commission meeting may meet this requirement if the proposed preliminary budget and work plans for the upcoming season are presented and discussed and the meeting is published to allow sufficient public notice and held on or before March 1st of each year. This particular Commission meeting must be filed in the Environmental Monitor.
2. Send a copy of the meeting invitation and District preliminary proposed budget to the Chief Administrative Officer*, the Chief Executive Officer*, to the Finance Committee of each member municipality having a Finance Committee, and to the Board; and, if requested by any of the above, to attend a meeting to explain the proposed budget and to answer questions.
3. Make available the District preliminary budget to local public officials and citizens in each member municipality in a format that reveals cost categories such as salaries, expenses, travel, equipment, supplies, etc., along with breakdowns for two previous years of budget for comparison purposes.
5. Publish and mail Form SRB-1 and SRB-3 as directed, and to complete and return Forms SRB-2 and SRB-3 to the Board as evidence of compliance with this policy.

The Board is confident that this policy will facilitate the Board's budget certification responsibility by ensuring that each District budget has been thoroughly vetted at the local level through a transparent process.

The Board will give strong consideration to the expression of local support for the budget as proposed. Accordingly, Board will deem unanimous local approval as a compelling basis for it to certify the budget as proposed; and at a minimum, certification of the budget as proposed can be reasonably expected by the District if the Board receives concurrence by **two-thirds (2/3)** of the member cities and towns. **For the foregoing, Form SRB-3, attached, shall be signed by the chief executive officer of the city or town or their designee and returned to the Board.**

Massachusetts Mosquito Control Budget Notification & Compliance Certification Policy

If, notwithstanding local approval or absence of objections, the Board determines to certify a budget that is lesser than the amount proposed, it shall have the burden of stating a compelling basis for certifying the lesser amount. In carrying out its responsibilities of reviewing and certifying the district budget, the Board will weigh carefully all local input and balance this with responsibility to insure that the funding for the District will adequately support control of mosquitoes.

In order to finalize its certification in the shortest time possible and to facilitate communications between the District and member municipalities, the Board has established the following budgetary activities timeline:

- a. **August/September:** The District(s) submit with spending plans the proposed preliminary budget estimate for the coming fiscal year to the *Finance Manager*. The preliminary budget estimate must have attached a clear and concise narrative that documents anticipated spending and provides rationale for the proposed preliminary budget estimate if it exceeds a level funding amount as required by the Executive Office of Administration and Finance.
- b. **September/October:** The *Finance Manager* forwards proposed preliminary budget estimates including but not limited to other spending information such as narratives, historical funding data, balance forward data to the *Executive Director* and Board.
- c. **October/ November/December:** The Board reviews District's proposed preliminary budget estimates. The Board will initiate discussions, pose questions, request clarification at meetings on an as needed basis.
- d. **December/January** (prior to Governor's House 1 budget posting): The *Executive Director* submits to the Department of Revenue, Division of Local Services (DOR) the District's proposed preliminary budget estimates in order to prepare estimated cherry sheet assessments to be published in the Governor's House 1 Budget.
- e. **February-April:** The Board further reviews budgets and can deliberate on an as needed basis and or at its regularly scheduled meetings.
- f. **May-June:** The Board, at its annual budget meeting, votes formally to certify final Districts total budget amount and the *Executive Director* submits to DOR.

*As defined by Chapter 4, Section 7 of the Massachusetts General Laws;

"Chief administrative officer", when used in connection with the operation of municipal governments, shall include the mayor of the city and the board of selectmen in a town unless some other local office is designated to be the chief administrative officer under the provisions of a local charter.

"Chief executive officer", when used in connection with the operation of municipal governments, shall include the mayor in a city and the board of selectmen in a town unless some other municipal office is designated to be the chief executive officer under the provisions of a local charter.

District Name: Norfolk County Mosquito Control District

**NOTICE OF PUBLIC MEETING TO PRESENT AND DISCUSS
ITS PRELIMINARY PROPOSED BUDGET FOR FY2017**

Notice is hereby given that the Norfolk County Mosquito Control District (the "District") will hold an informational public meeting at the time and place indicated below in order to present and discuss the District's preliminary proposed budget for **FY2017**, and to receive comments and answer questions from the public and local public officials in connection therewith.

1. Date: January 12th, (snow date January 19th) **[not later than March 1st]**
2. Time: 8:30 am
3. Location: Conference room at Walpole Town Hall, School Street, Walpole, MA 02081
4. A copy of the District's preliminary proposed budget is available for inspection during regular business hours at the following location: 61 Endicott St, Building #34, Norwood, MA 02062
5. **The total preliminary dollar amount that the District is proposing for FY2017 is \$1,711,433. The chart found below highlights the preliminary budget request by the District for the coming year with pertinent budget information that fully describes the "total trust fund account" budget amount available for the District to expend in FY2017.**

A.	B.	C.	D.	E.	F.	G.	H.	I.
District Name	Number of Employees	FY2017 Preliminary Proposed Budget Amount	FY2017 % Increase towards Operating Budget	FY2017 % Increase towards Capital Budget	FY2017 Total % Increase Over Certified FY2015 Budget (Add D + E)	FY2016 Estimated Balance Forward /Rollover Amount	FY2016 Actual Budget Revenues	FY2016 Total Funding Available in Trust Account (Add C + G)
Norfolk County Mosquito Control District	12	\$1,711,433	2.4%	0.1%	2.5%	\$206,000	\$1,669,691	\$1,917,433

6. The member municipalities within the District together with each municipality's estimated proportionate share thereof expressed both as a percentage and as a dollar amount, are as set forth on Form SRB-1, Page 2. **As of the date of this notice, the District is comprised of 25 municipalities as listed on Form SRB-1, Page 2.**

If the composition of the District changes because one or more municipalities join or withdraw from the District, the total preliminary budget will be adjusted pro rata.

7. Copies of the preliminary proposed budget will be available for inspection at the meeting, at which reasonable time will be accorded to those in attendance to ask questions and to offer comments.

Comments may also be sent directly to the Board via the Executive Director by April 15th.

8. A copy of this Notice, together with a copy of the preliminary budget proposed, has been delivered or mailed to the Chief Administrative Officer, Chief Executive Officer, to the Finance Committee of each member municipality having a finance committee, and to the State Reclamation and Mosquito Control Board.

AGENDA

ITEM #6

Correspondence Response – Medway Democratic Town Committee Letter

Associated back up materials attached:

- MDTC Letter to BOS
- Draft Letter to MDTC

Medway Democratic Town Committee
Medway, MA 02053
December 19, 2015

Medway Board of Selectmen
Medway, MA

Dear Chairman Forresto:

The Medway Democratic Town Committee finds the limited democratic process occurring as the Exelon Peaker Plant project progresses to be disturbing. To be clear, we are committed to reducing pollution and carbon emissions, and believe that enlarging the existing power plant will contribute to environmental problems.

We understand the fact that the Board of Selectmen is in the public record as supporting the plant for over a year. And we also appreciate the numerous hours that the volunteer Board of Selectmen must have spent on the host agreement. As our elected officials, we have given them the right to speak for us. However, with such a complicated and expanded project in our town, we wish that they had highlighted the ongoing talks much earlier in the process, and made sure that Medway residents understood the impact right from the beginning. The feeling of being broadsided is prevalent in the community. It seemed that the Board of Selectmen were in favor of this plant from day one, and neglected to adequately consider other points of view. When residents spoke up and asked for a vote, they were told that such a vote could not be undertaken since the Massachusetts Siting Board would make the final decision. Even if non-binding, a vote would gauge the real level of support for this project. Instead, residents are left with little or no voice in the process.

This new plant is not just an invisible, rarely used, power plant as we have now. Instead it is expected to run many, many more hours than today's plant, and is expected to emit tens of thousands of tons of waste annually. Environmentally, expanding this plant using anything but the cleanest technology available is not in the best interests of Medway or the region.

The Medway Democratic Town Committee finds that the permitting process for this expansion to be contrary to an optimal democratic process in that citizens were not consulted early enough in the process and were not given an opportunity to collectively weigh in.

Sincerely,

The Medway Democratic Town Committee

Board of Selectmen

John A. Foresto, Chair
Maryjane White, Vice-Chair
Richard A. D'Innocenzo, Clerk
Glenn D. Trindade
Dennis P. Crowley



Medway Town Hall
155 Village Street
Medway, MA 02053
Phone (508) 533-3264
Fax (508) 321-4988

TOWN OF MEDWAY

COMMONWEALTH OF MASSACHUSETTS

Medway Democratic Town Committee
Medway, MA 02053
Via E-Mail: [**email@medwaydemocrats.org**](mailto:email@medwaydemocrats.org)

January 5, 2016

Members of the Committee:

Please be informed that the Board of Selectmen has received your letter of December 19, 2015 addressed to Chairman Foresto and forwarded to the Energy Facility Siting Board (EFSB). To say that the Board is disappointed and frustrated with your letter is an understatement. The letter includes misstatements and clearly seeks to misrepresent actual facts to clearly advance a position of non-support of this expansion that some of your members have held for many months. That said, the Board wishes to correct the record, and identify actual facts by responding to points that you have made in your letter as follows:

1) “The Medway Democratic Town Committee finds the limited democratic process occurring as the Exelon Peaker Plant project progresses to be disturbing.”

The proposed expansion of this facility was presented to the Board of Selectmen some thirteen months ago in November of 2014. Upon learning of Exelon’s interest, the Board immediately posted this on a Board agenda for a regular Selectmen meeting, and engaged in a public discussion of the topic. From that day through today, the matter was one of public openness and residents have had multiple opportunities to participate. While the negotiations to provide the Town with proper safeguards and mitigation (Host Community Agreement & PILOT) were handled as an administrative process, the finished products were made known to the community without delay and prior to our formal public forum on October 21 of this year. Your point seems to suggest that the project has been shielded from public view and residents not allowed to weigh in. That could not be farther from the truth. In fact, we understand that the Milford Daily News alone has reported on this project more than fifty times since November of 2014. Further, in addition to the Board of Selectmen meetings and the EFSB public hearing, all of which were regularly posted public meetings, broadcast live, broadcast on a regular schedule on local cable and made available for replay on the Medway Cable Access website, the Town Administrator and members of the Board have spoken by phone and met face to face with members of your committee and many other residents that wanted to discuss the project, and on several occasions for several hours. At no time has this Board refused to discuss this project in detail, nor withhold any information regarding the project. Finally, it is important to note, despite your Committee’s stated

concerns in your letter regarding the “limited democratic process”, that at no time prior to preparing your letter did your Committee formally appear before our Board or provide written documentation to discuss these concerns.

2) “We are committed to reducing pollution and carbon emissions, and believe that enlarging the existing power plant will contribute to environmental problems.”

The second part of this statement is made without a fact-based finding to back it up. In fact, the independent reviews commissioned by the Town have indicated that if the facility is constructed in accordance with established State and Federal regulations and guidelines, the expanded facility will not result in increased harmful safety or environmental impacts within our community. This was a demand and mandate of this Board at the outset of our reviews and all statements to this effect, including the statements of our Administrator at the June EFSB Public Hearing, reflect the position that the Town would NOT support this project if it compromised health & safety.

3) “We understand the fact that the Board of Selectmen is in the public record as supporting the plant for over a year.”

100% false. At no time did the Board of Selectmen take a formal vote to “support” this project. In fact, the Board filed as an Intervener with the primary purpose being to protect the Community’s interests and well-being. Further, neither the Host Community Agreement nor the PILOT agreement contain “support” language of the project from the Board of Selectmen. The Board believes that the agreements, as written however, will properly serve and protect our Community if the EFSB permits the facility and it is constructed.

4) “As our elected officials, we have given them the right to speak for us. However, with such a complicated and expanded project in our town, we wish that they had highlighted the ongoing talks much earlier in the process, and made sure that Medway residents understood the impact right from the beginning.”

Again, please refer to earlier comments. Immediately upon being made aware of the proposed expansion, the Board presented the topic in open session at a regular meeting as a posted agenda item. A Board visit to the existing facility last winter was posted as an open meeting. Exelon was encouraged by Board members, and in fact did go forward with, not less than three meetings last Spring with residents and abutters to explain the project. At the urging of members of the Board of Selectmen, the radius of residents that were included in these sessions was expanded to provide for greater notification beyond “minimum” requirements. A public hearing mandated by EFSB was held in early June and the full proposal was presented by Exelon to the community. This hearing was also broadcast live on Medway Cable, and the replay is available on the MCA website. Members of your Committee attended, and at least one spoke during that meeting. The Board of Selectmen, commencing in mid-summer, opened each Board agenda at regular meetings to allow residents to ask questions, offer information, or simply present their opinions on the topic. Again, members of your Committee appeared and spoke multiple times at those sessions. Prior to the date set for the first EFSB interrogatories to be submitted, the Board welcomed written input and questions on the topic, and working with Special Counsel included some of that input in our formal questions. On October 21, a formal Public forum was held to present our findings and agreements, and again several of your

members spoke to the topic at that time presenting opinions, primarily of non-support for the project. As the Board became aware of new information or received completed reports, all were posted upon the Town web site for public review. Further, it is critical to note that the Town did not deviate from proper protocols with this project, which we agree is a “complicated and expanded project in our Town.” But it is one of many that could fit such a description, including a near simultaneous proposal of a near-200-unit “40B” development. That project also could have a substantial impact on our Community, could disrupt significant natural resources, and possibly impact our ability to deliver essential services, yet to date, we have not heard any input from your Committee on that.

5) “The feeling of being broadsided is prevalent in the community.”

We can all agree that this is simply an opinion, not a fact. The term “prevalent” as you have used it seems to indicate that you believe a majority of the 13,000+ residents of Medway share this feeling. We completely believe otherwise. For reasons already stated herein, this project was not a secret nor a surprise. Further, each member of this Board has also heard from residents who are not opposed (not necessarily “in favor” but recognize the final decision does not rest with the Board of Selectmen) to the expansion. Still others welcome the project for the increased revenue it promises to bring to our Town (\$80M over the next 20 years). Finally, there are two historic points to remember that demonstrate that the expansion of this facility is not a new issue for Medway. In 2001, the EFSB approved a previous much larger expansion of the facility proposed at that time by Sithe. And, the following statement is included in the 2009 Medway Master Plan, a document approved by Medway Town Meeting, found as an action item in Appendix A: *“Identify key personnel at Exelon and work with them to encourage revival of the expansion of the peak electricity generating plant.”*

6) “It seemed that the Board of Selectmen were in favor of this plant from day one, and neglected to adequately consider other points of view.”

Again, the assumption that the Board “supported this plant from day one” is not supported by fact for reasons stated above. Further, “other points of view” are not a valid legal basis for determining the location of this facility, nor are they truly defensible in any formal permitting process. Whether one likes or dislikes, wants or does not want, a power plant, housing development, medical facility, or even retail project are not valid determinants to be used by a permit-granting authority. Facts alone, including the facts made available to the Town through the work of our air quality, noise, and legal consultants were the only legally correct measures that this Board could use in determining whether or not we should enter into an HCA. And, most importantly, we cannot lose sight of the fact that the Medway Board of Selectmen is NOT in a position to approve or disapprove of the expansion of this facility, particularly as we are not the permit-granting authority. Make no mistake, the Board very clearly heard the opposition of the project voiced by a small number of residents, including some of your members. However, as we were and continue to be guided by legal consultants keenly familiar with the siting process, it was most appropriate that we follow that guidance and, again, act in the best interests of the entire community.

7) “When residents spoke up and asked for a vote, they were told that such a vote could not be undertaken since the Massachusetts Siting Board would make the final decision. Even if non-binding, a vote would gauge the real level of support for this project. Instead, residents are left with little or no voice in the process.”

As stated by the Board repeatedly, the voice of the public was invited, welcomed and heard by this Board. And, as we have also stated previously, there is no statutory provision to require a vote, non-binding or otherwise, to solicit public approval of a power plant facility. In fact, with perhaps the possible exception of siting a casino in Massachusetts, such a vote is not required for any commercial development or expansion. Given that such a vote is not required, and with our understanding, again, that public opinion traditionally plays a far secondary role to overall site suitability factors in the State decision making process for these facilities, it was determined that such a “vote” was not proper nor based in a solid legal foundation. Once again, as you noted in your letter, **“As our elected officials, we have given them the right to speak for us.”** Please be assured that this Board, in this matter and in all matters, takes this responsibility very seriously and at all times acts in a manner that we believe appropriately, legally, and prudently best protects the residents and businesses of Medway.

8) “Environmentally, expanding this plant using anything but the cleanest technology available is not in the best interests of Medway or the region.”

This is a point that we agree on. As a facility that will overwhelmingly run on clean natural gas, we believe that the facility will achieve our common goal here. Further, the Town, as stated in the HCA, discourages the use of diesel oil at the facility. However, we recognize that in times where the supply of gas may be interrupted and the provision of power from the facility is critical, the use of oil may be a necessity, but limited to an accumulation of 15 days per year. To that end we have built in a provision within the HCA that will provide a financial “penalty”, payable to the Town that our Community may use to further mitigate certain effects of the plant. To our understanding, this is a first-of-its-kind provision, and we are proud to have started this trend, and are very encouraged by our independent consultants’ reviews that indicated that the facility, as designed, will meet stringent State & Federal air quality standards.

9) “The Medway Democratic Town Committee finds that the permitting process for this expansion to be contrary to an optimal democratic process in that citizens were not consulted early enough in the process and were not given an opportunity to collectively weigh in.”

While the Board clearly disagrees with this assertion, we recognize that it is the Committee’s opinion. Throughout this response, we have indicated to you the factual points to demonstrate that the Community has had opportunities to be heard, and as stated repeatedly, members of your Committee have taken full advantage of those opportunities.

As a Board, we always appreciate the work that our respective “Town Committees” do to advance the issues and platforms of their respective political parties. However, in this particular instance we feel a sense of frustration that partisan politics have been introduced into a non-partisan local issue. Such a move is most uncommon, but in this case is not entirely surprising given the veracity of opposition demonstrated to date by some of your Committee members. As we begin 2016, please let us not lose

MEDWAY DEMOCRATIC TOWN COMMITTEE RESPONSE – JANUARY 5, 2016 (PAGE #4)

sight that this Board and the Community as a whole face a number of issues that will shape our Community for many years to come. You can be certain that the Board of Selectmen, in our role as the elected Chief Executive of the Town of Medway, will continue to put the best interests of our entire community at the forefront of every issue, including the continued permitting process for Exelon's proposed expansion.

**Respectfully,
Medway Board of Selectmen**

JOHN FORESTO, CHAIR

MARYJANE WHITE, VICE-CHAIR

RICHARD D'INNOCENZO, CLERK

DENNIS CROWLEY, MEMBER

GLENN TRINDADE, MEMBER

cc: Energy Facility Siting Board

AGENDA

ITEM #7

Action items from previous meeting

Associated backup materials attached:

- Action item list

	DATE	ACTION ITEMS BOS	WHO	COMPLETED
1	7/6/2010	Street acceptance progress	S. Affleck-Childs	Ongoing
2	9/20/2010	Route 109 Project	DPS	Ongoing
3	2/4/2013	Brentwood Project	DPS	Ongoing
4	2/3/2014	Cable license renewal process; Mtg of Cable Advisory Com	BOS	Verizon & Comcast notice received; further action Fall 2015
5	7/28/2014	DPS Facility Building Project	DPS/TA/Committee	Ongoing
6	1/20/2015	Playground concepts for Idylbrook and existing locations	G. Trindade	Future Town Meeting
7	2/24/2015	\$1.1 mil environmental bond bill; Choate Improvements; prepare technical proposal for state funding in FY17	TA/BOS	Ongoing
8	2/28/2015	Database of searchable minutes/Update Town Website	TA/IS	Fall 2015
9	6/1/2015	Road and Sidewalk Repair and Construction Strategy/Plan	DPS	Winter 2016
10	10/13/2015	Policy on Land Acceptances - BOS v ConCom	BOS/ PEBD	January 2016
11	11/2/2015	Discussion - solid waste and recycling fees	BOS/DPS	Winter 2016

AGENDA

ITEM #8

Approval of Warrants

Warrants to be provided at meeting

AGENDA

ITEM #9

Approval of Minutes

Associated back up materials attached:

- December 21, 2015 Draft Minutes
- October 19, 2015 Draft Minutes
- September 14, 2015 Draft Minutes

1 **Board of Selectmen's Meeting**
2 **September 14, 2015 – 7:00 PM**
3 **Sanford Hall, Town Hall**
4 **155 Village Street**
5
6

7 **Present: John Foresto, Chair; Maryjane White, Vice-Chair; Richard D'Innocenzo, Clerk; Dennis**
8 **Crowley, Member and Glenn Trindade, Member.**
9

10 Staff Present: Michael Boynton, Town Administrator; Allison Potter, Assistant Town Administrator; Susy
11 Affleck-Childs, Planning and Economic Development Coordinator; Tom Holder, Director, Department of
12 Public Services.
13

14 *****
15

16 Chairman Foresto called the meeting to order at 7:00 PM and led the Pledge of Allegiance.
17

18 **Public Comments:**

19 *It is noted that all comments relate to the proposed Exelon expansion.*
20

21 Mr. Mark Reddy stated he was impressed with list of questions posed to Exelon, but far less impressed
22 with answers that were received, which seemed dismissive. Mr. Boynton responded that the language
23 used is "legalese" and the Town will not accept that kind of answer. Mr. Reddy's other concern was that
24 the public forum was taking place after the deadline to submit information to the Siting Board. Mr.
25 Boynton clarified that the deadline date is one by which the Town must submit the second set of
26 questions. Selectman Crowley added that the Board encourages residents to ask questions. Questions
27 should be sent to the Town Administrator's office by email or regular mail. They will be submitted to the
28 team for review and to make sure that the questions are all worded correctly.
29

30 Ms. Diane Burkhardt asked what power the Town has in this situation noting she is a senior citizen living
31 in the immediate area and already has breathing issues. She asked how the Town could be assured that
32 Exelon will use the fuels as they claim they will. Mr. Boynton responded that the Town's expectation is
33 that the state will continually monitor the facility as it is a heavily regulated industry. Brief discussion
34 followed.
35

36 Mr. Brian Adams asked about the nature of the conditions in the recent Community Compact agreement.
37 Mr. Boynton responded that this is more of a technical services assistance agreement to better facilitate
38 communications to the residents. Chairman Foresto added that this assistance will help a lot toward
39 developing increased use of social media, as well as existing forms of communication.
40

41 Mr. Adams continued, asking about monitoring throughout the community. Mr. Boynton responded
42 that the only plant in the Commonwealth that has monitors other than on the stacks is Brockton and
43 that was done by the state. Selectman Crowley cautioned that the Board cannot say a lot because
44 conditions such as these may be included in the agreements. Mr. Boynton noted that the existing plant
45 has been running for 40 years, clarifying that typically there would be a renewal of an existing
46 agreement when the end of the first agreement term is approaching.
47

1 Mr. Adams asked about an oil spill from 1977 and the concern that once the contaminated soils are
2 disturbed, the remaining oil will move into the water table or into private wells. Mr. Boynton responded
3 that whatever action is taken will be done in conjunction with DEP. Selectman Trindade reported that
4 the Town has cleaned up areas where contaminated soils have been discovered in conjunction with
5 paving or other projects.

6
7 Responding to Mr. Adams' question about water usage, Mr. Boynton stated that the Town is not
8 proposing to supply the water at this time. Brief discussion followed in which it was noted that the
9 residents of Medway would not be able to vote on any proposed agreement with another community.
10 Any inter-municipal agreement would have to come before the Board of Selectmen. Mr. Adams
11 emphasized that he is not against economic development but has serious concerns about this one and
12 the environmental impact.

13
14 Mr. Chris Ash wanted to know how the Town can increase awareness of these types of facilities. Mr.
15 Boynton responded that the state monitors the facilities and, if there are violations, there are fines. He
16 also stated that the Town is hiring consultants to help get some answers about the particulates and how
17 they compare to other common sources of them, such as fire pits, bonfires, etc. He further stated that
18 they do not want to provide answers now in case they are not correct. Selectman Trindade stressed
19 that Massachusetts has one of the most stringent set of regulations relative to power plants. He
20 encouraged residents to learn about single cycle fuel plants as well as combined cycle fuel plants to
21 better understand how these plants work. Discussion followed.

22
23 Mr. Jeff Hall stated that he works with several communities as a broadcast engineer, utilizing
24 multimedia and other types of communications. He strongly encouraged that the Town figure out how
25 to get the word out to people. Perhaps there should be a subcommittee that could assist with better
26 communications such as increased signage, flyers home with students, etc.

27
28 **Appointment – Alex Burinskiy, Historical Commission:**

29 *The Board reviewed the following information: (1) Email of interest dated September 2, 2015; (2)*
30 *Resume of Alex Burinskiy; and (3) Email dated August 31, 2015 from Jeanne Johnson, Chair, Historical*
31 *Commission, to Town Clerk supporting appointment.*

32
33 Present: Alex Burinskiy.

34
35 Mr. Burinskiy stated that he was a history major in college and finds it very interesting. He started
36 attending meetings and would like to take a larger role.

37
38 **Selectman Trindade moved that the Board of Selectmen appoint Alex Burinskiy to the Historical**
39 **Commission for a three-year term to expire of June 30, 2018; Selectman D'Innocenzo seconded. No**
40 **discussion. VOTE: 5-0-0.**

41
42 **Approval – Bond Anticipation Note (BAN), \$2,654,348:**

43 *The Board reviewed relevant documentation associated with this Bond Anticipation Note.*

44
45 Present: Melanie Phillips, Finance Director/Treasure-Collector.

46
47 Ms. Phillips briefly explained the Town's current bond rating of AA+, assuring the Board that it would
48 eventually get to AAA, the top rating. A lot of credit goes to the Board of Selectmen and former Town

1 Administrator Suzanne Kennedy who held tight control over fiscal management in addition to Ms.
2 Phillips' skill set. She briefly outlined the components of the BAN.

3
4 **Selectman Trindade moved that the Board of Selectmen approve the award of the \$2,654,348 Bond**
5 **Anticipation Note dated September 15, 2015 at the rate of 0.449% NIC, which includes a \$20,848**
6 **premium; Selectman White seconded. No discussion. VOTE: 5-0-0.**

7
8 At this time, Selectman Crowley asked Ms. Phillips to update the Town's debt schedule and send the
9 report to the Board.

10
11 **Approval – Ecological Study for Adams Street Management Area, Conway School of Landscape Design:**
12 *The Board reviewed the following information: (1) Memorandum dated September 9, 2015 from Bridget*
13 *Graziano, Conservation Agent; (2) Draft acceptance letter to Kristin Thomas, Administrator, The Conway*
14 *School Graduate Program in Sustainable Landscape Planning & Design; (3) Document entitled "Proposed*
15 *Management Goals for Medway's Open Space and Conservation Lands"; (4) Document entitled "Conway*
16 *School-Scope of Work for Adams Street Management Area"; and (5) Document entitled "Choate Park,*
17 *Cassidy Fields, Medway High School Walking Trails.*

18
19 Present: Bridget Graziano, Conservation Agent.

20
21 Ms. Graziano briefly explained that the subject parcel is not specifically under the jurisdiction of the
22 Conservation Commission but under just the Town's jurisdiction. There are some trails, wetlands, and
23 unmanaged areas in the total acreage of 47 acres. She stated they would like to include a number of
24 parcels in this study and displayed the new map. This matter currently has an associated placeholder
25 article on the Fall Town Meeting warrant. She indicated it has the support of the Community Preservation
26 Committee; they will vote at their October meeting, and she plans to attend. She described the potential
27 of future projects utilizing the land, passive recreation, trail connections, etc. The purpose of the study is
28 to evaluate the land to see what options might be available to use, as well as to protect it.

29
30 **Selectman Trindade moved that the Board approve the proposal that the Conway School of Landscape**
31 **Design complete an ecological study for Adams Street Management Area and that the matter is**
32 **placed on the Fall Town Meeting Warrant; Selectman White seconded. No discussion. VOTE: 5-0-0.**

33
34 **Discussion – Survey Results, Charge for Additional Recycling Carts:**

35 *The Board reviewed the following information: (1) Document entitled "Medway Trash and Recycling*
36 *Program Comparison to Other Local Communities"; and Document entitled "Cost Analysis for Additional*
37 *Carts Only".*

38
39 Present: Tom Holder, Director, Department of Public Services.

40
41 Mr. Holder reminded the Board of previous discussions relative to residents requesting second and third
42 recycling carts, and the costs associated with those carts. At the Board's request, the department
43 developed a fairly comprehensive survey that includes data from neighboring communities. Chairman
44 Foresto suggested the spreadsheet be placed on the Action Items list to revisit at a later date as there is a
45 lot of information to process. Tonight's discussion would then be limited to one about recycling carts.

46
47 Selectman Crowley asked that Mr. Holder focus his comments on the second and third cart. Mr. Holder
48 reported that the pickup charge for a recycling cart is \$4.43. The annual service fee is \$35 per

1 household and there are 3,700 carts. An additional 337 carts have been issued in response to resident
2 requests. He explained the various options that would be available to the Town.

3
4 Selectman Trindade expressed surprise that the recycling rate was only 27%. He thought Medway's rate
5 was higher. Mr. Holder responded that this figure reflects only the curbside collection.

6
7 Selectman Crowley suggested that, going forward, inform residents that have second carts that they will
8 pay an annual fee of \$50 for that second cart to be serviced and provide the cart at no charge. There
9 may be people who would re-evaluate their need for that second cart and perhaps turn it in.

10
11 Selectman White expressed concern that there was no prior discussion of a possible additional charge.
12 Mr. Holder responded that the department did not anticipate the high demand for a second cart. If the
13 Board is agreeable to taking back the second carts, no one is harmed. Those carts would be placed in
14 inventory to be used again. Selectman Crowley theorized that some people got the second carts and are
15 using them for other things, not recycling. Discussion followed.

16
17 Chairman Foresto suggested that the department take back the extra carts and then propose to charge
18 for the second cart after 1-1-16. This allows a period of time during which people can return the carts to
19 avoid the annual service charge. Lastly, there would be an exemption from the fee based on the
20 number of people in a household; the calculation could be worked out with the Town Clerk using census
21 information. On future requests for carts, there is a fee for the cart, and then the annual \$50 fee for the
22 collection charge.

23
24 Mr. Holder asked Board members to filter any additional questions through the Town Administrator.

25
26 **Authorization of Chairman To Execute Contract for Owner's Project Manager Services – New DPS**
27 **Facility, Compass Project Management, Inc., \$404,252 [base contract]:**

28 *The Board reviewed a proposed Contract.*

29
30 Present: Tom Holder, Director, Department of Public Services

31
32 Mr. Boynton explained the contract process for all bids received. This contract has allowed for
33 reimbursable expenses.

34
35 **Selectman Trindade that the Board authorize the Chairman to execute the base contract for Owner's**
36 **Project Manager services with Compass Project Management, Inc. in the amount of \$404,252 and to**
37 **further accept hourly charges and rates and reimbursement costs as stipulated; Selectman White**
38 **seconded. This will be paid out of the short-term borrowing the Finance Director mentioned this**
39 **evening based on previous Town Meeting approval. No further discussion. VOTE: 5-0-0.**

40
41 **Approval – Designation as Special Municipal Employees, Tax Valuation Consultant and Exelon Tax**
42 **Consultant:**

43 *The Board reviewed correspondence dated August 31, 2015 from Mr. George Sansoucy.*

44
45 Mr. Boynton reported that Mr. Sansoucy is the renowned expert in utility valuation. The Town is using
46 Mr. Sansoucy as a consultant in reviewing some of the Exelon information. Designating the positions as
47 Special Municipal Employees allows Mr. Sansoucy to perform necessary tasks without any conflict of
48 interest.

1
2 **Selectman Trindade moved that the Board approve designating the positions of tax valuation**
3 **consultant and Exelon tax consultant as Special Municipal Employees; Selectman White seconded.**
4 **No discussion. VOTE: 5-0-0.**

5
6 **Approval – One-Day Liquor License Applications:**

7 *The Board reviewed the following information: (1) Applications and Police Chief recommendations for*
8 *the following applicants for events at the Thayer Homestead: Katherine Green, 10-2-15; Dawn Jasper,*
9 *10-10-15; and Lupe Lomeli/Nick Biello, 10-18-15; and (2) Application and Police Chief recommendation*
10 *for Medway VFW Post 1526 at 123 Holliston Street.*

11
12 **Selectman Trindade moved that the Board approve one-day all alcohol licenses for Katherine Green**
13 **and Dawn Jasper and one-day wine & Malt licenses for Lupe Lomeli/Nick Biello and the Medway VFW**
14 **Post 1526 as outlined subject to fulfillment of the Police Chief’s recommendations and receipt of all**
15 **insurance documentation; Selectman White seconded. Chairman Foresto explained that the Police**
16 **Chief has expressed concern for traffic issues during larger events and may enforce requirements for**
17 **police details. No further discussion. VOTE: 5-0-0.**

18
19 **Action Items from Previous Meeting:**

20 *The Board reviewed the Action Items list.*

21
22 Mr. Boynton briefly reviewed items on the list.

23
24 **Approval of Warrants:**

25 *The Board reviewed Warrants 16-11A and 16-12.*

26
27 Selectman D’Innocenzo, Clerk, read aloud the Warrants 16-11A and 16-12, dated 9/17/2015 presented
28 for payment as follows:

29			
30	16-12	Town Bills	\$1,621,721.97
31	16-11A	School Payroll	<u>1,694.65</u>
32		TOTAL	\$1,623,416.62
33			

34 **Selectman Trindade moved that the Board approve the Warrants as read; Selectman White seconded.**
35 **No discussion. VOTE: 5-0-0.**

36
37 **Approval of Minutes:**

38 *The Board reviewed draft minutes from Selectmen meetings held on April 21, 2015; June 1, 2015; and*
39 *August 27, 2015.*

40
41 **Selectman Trindade moved that the Board approve the minutes of April 21, 2015 and August 27, 2015,**
42 **as drafted; Selectman White seconded. No discussion. VOTE: 5-0-0.**

43
44 Regarding the minutes from June 1, Selectman Crowley asked that changes made in a letter discussed at
45 the meeting be specified in the minutes, referencing page 5 on line 4. These minutes will be brought
46 back after revision.

47
48

1 **Town Administrator's Report:**

2 Mr. Boynton reported that the draft Fall Town Meeting Warrant would be sent to the Board tomorrow.
3 There are a large number of zoning articles which goes against the Town Charter guidelines. Fall Town
4 Meeting is intended to handle financial articles. Brief discussion followed on the timeline and meetings
5 of the Selectmen, Finance Committee and Planning Board.

6
7 Additionally, Mr. Boynton updated the Board on proposed flagpoles for the Town Hall and Matondi
8 Square.

9
10 **Selectmen's Reports:**

11 Selectman Crowley announced that the Lt. Governor was coming to Medway on Thursday. He also
12 extended condolences to the family of Carlo Molinari, who had been active in the community. Lastly, he
13 asked the Town Administrator for a recap on the McGovern School funding from all the sources to
14 determine closing out the project and reallocating the remaining funds.

15
16 Chairman Foresto reported that the Memorial School sent a thank you card signed by staff members at
17 the school for the work the DPS did over there.

18
19 **Executive Session:**

20 **At 9:05 PM Selectman Trindade moved that the Board enter executive session under Exemption 6 to**
21 **consider the purchase, exchange, lease or value of real property if the chair declares that an open**
22 **meeting may have a detrimental effect on the negotiating position of the public body [Adams Street**
23 **property] with no intent to return to public session; Selectman White seconded. No discussion. Roll**
24 **call vote: 5-0-0 (Crowley, aye; D'Innocenzo, aye; Foresto, aye; Trindade, aye; White, aye).**

25
26
27 Respectfully submitted,
28 Jeanette Galliardt
29 Night Board Secretary

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Board of Selectmen's Meeting
October 19, 2015 -- 7:00 PM
Sanford Hall, Town Hall
155 Village Street

Present: John Foresto, Chair; Maryjane White, Vice Chair; Richard D'Innocenzo, Clerk; Dennis Crowley, Member; and Glenn Trindade, Member (7:10 PM).

Staff Present: Michael Boynton, Town Administrator; Allison Potter, Assistant Town Administrator; Margaret Perkins, Director, Medway Public Library.

Chairman Foresto called the meeting to order at 7:00 PM and led the Pledge of Allegiance.

Approval – Notice of Grant Award – Library Services and Technology Act [LSTA] Grant - \$7,500:
The Board reviewed a Notice of Grant Award, dated October 6, 2015.

Present: Margaret Perkins, Director, Medway Public Library.

Ms. Perkins reported that this is a federal grant, and Medway's application emphasized grades 5-8, materials and a staff person to facilitate the program. A 4-H instructor will be teaching the program.

Selectman D'Innocenzo moved that the Board of Selectmen approve the Library Services and Technology Act Direct Grant Program award in the amount of \$7,500; Selectman White seconded. No discussion. VOTE: 4-0-0. [Selectman Trindade had not yet arrived.]

Public Comments:

A Highland Street resident identifying himself as Jeff expressed concern about the proposed Exelon expansion, noting he has done a lot of research to find out more and help promote awareness. A study just released in *Science Daily* published by the Harvard School of Public Health might provide additional information. He asked that the Board as well as the consultants review the document. He is also concerned about the signing of a PILOT agreement before the public forum takes place. A lot of facts need to be reviewed. He questioned whether the Board is concerned about the health and wellbeing of the community and asked the Selectmen to take their time evaluating all the facts on the expansion, not just the money it could bring in.

A Highland Street resident identifying herself as Heather stated she has lived in Medway for 12 years. She expressed concern that the agreement will be signed before the public forum and finds that disturbing. This expansion protects neither the health of Medway citizens nor the environment.

Mr. Brian Adams, 2 Milford Street, submitted for public record an article out of *Bloomberg Business*. He said they moved here because they like the historic district and the Medway's cleaner environment. He listed numerous concerns, explaining that he will write to the Siting Board to express them. He asked the Board to oppose the expansion, pointing out that it does not protect natural resources or the environment, nor does it have the best interests of the residents in mind.

1
2 Mr. John Codman, 405 Village Street, stated he lives approximately 1/3 mile from the power plant,
3 noting that he has owned stock in the company since 1987, even before it became Exelon. This was at a
4 time when nuclear power plants were popular, and he bought the stock because he believed in the
5 concept. Now Exelon is building fossil fuel plans. He is directly downwind from the plant, and if the
6 plant is built, he will leave Medway. He is positive his property value will not be maintained if the plant
7 expansion goes forward. He hopes that the Town or state will provide mitigation should property values
8 suffer. Exelon's position is that people are already living near the power plant so the expansion will not
9 have much impact on property values.

10
11 Mr. Doug Sibley, 403 Village Street, acknowledged that the use of diesel fuel in the plant will help lower
12 utility bills across the state, but stated he believes that Medway will suffer from this process. He briefly
13 reviewed his position on the expansion, most notably that one of his children suffers from asthma and
14 this may make it worse. He urged that the Board delay a vote on the Host Community agreement and
15 the PILOT agreement until the public has had a chance to speak. Additional revenue to the Town does
16 not make up for the damage to air quality.

17
18 Mr. Brian Gagnon theorized that voting on the agreements tonight is a disservice to the Town. He asked
19 if documents are signed whether there would be any recourse if the Town changes its mind after the
20 public forum. Mr. Boynton responded that signing tonight allows the Board to put into play the
21 mitigation that would be due the Town if the expansion is permitted to go forward in Medway. The
22 consultants have weighed in on these agreements which provide a place to start negotiating. Attorneys
23 have also played a great part in developing these agreements from both a legal and technical
24 standpoint. Additionally, the Siting Board does not provide (nor accept) public opinion polls in its
25 processes. The work that this Board is doing is intended to protect the Town. Mr. Gagnon urged the
26 Board to take its time and hear what the public has to say before moving forward. Selectman Crowley
27 urged Mr. Gagnon to attend the public forum where the consultants will explain what the maps and
28 other documents represent to avoid misconception and misunderstanding.

29
30 Mr. Chris Ash, 43 Cedar Farm Road, reported that he enjoyed time at the soccer fields recently and got a
31 feel of what the community has to offer. He and his family moved to Medway six years ago looking for a
32 sense of community. He expressed concern that many people in town do not know this is happening.
33 He urged the Board to postpone the signing of the agreements until after the public forum. One week
34 of delay will not hurt. If this plant is built, there will be a lot more particulates entering the atmosphere.

35
36 Ms. Traci Stewart stated that six generations of her family have lived here. People did not know about
37 this project and did not learn about it until the letter came out. She expressed concern about how the
38 project has been publicized and communication with residents. She asked that the Board table the host
39 agreement until it hears what people have to say on Wednesday evening. The well has not been given a
40 permit by the Board of Health, although she did not know who governs that. She wondered who keeps
41 track of how many gallons will be used and if it is too much. She asked if there is a timeline that
42 residents can see.

43
44 A Willow Tree Road resident stated he did not see a disadvantage in postponing the agreement. People
45 should be able to weigh in on some components, i.e., property value fund, sunset clause, etc. He
46 expressed concern about speed of permit issuance and the potential water use. It is early in the process
47 and things can still change.

1 Mr. John Codman said he did not realize that a well was proposed for the property. He asked how they
2 would be able to use that much water out of a well and not affect private wells in the area. He
3 suggested consideration of some kind of mitigation if problems with wells are the result.
4

5 Another resident identifying herself as Rachel asked the Board to please slow down and consider the
6 environmental aspects. She expressed concern for the traffic in and out of the site, both during
7 construction and after. She asked about the storm runoff, impact on the roadways, and the storage of
8 chemicals onsite.
9

10 Mr. Paul Mahoney stated he is in support of the expansion though he acknowledged that the residents
11 have expressed good ideas. He emphasized the fact that the use of new natural gas turbines is part of
12 an initiative from the EPA, preferable to the coal-fired plants that are currently in existence. The federal
13 government's "greening" initiative is bringing these plants forward. There has already been a plant here
14 for at least 30 years, and this is an upgrade to the existing facility. Mr. Mahoney admitted he is not in
15 the know about a lot of things, but he knew about this. Exelon hosted a booth at Medway Pride Day this
16 year. He said the EPA wants to limit greenhouse gas, and it has become a NIMBY issue (Not In My Back
17 Yard). It is a fact of life that everyone will have to live with until there is a completely green solution.
18 The revenue that comes to the Town will go a long way toward preserving and improving the things the
19 community already has. Mr. Mahoney thanked the Board for all the work it has done to get the most
20 out of Exelon.
21

22 **Approval – Notice of Grant Award – Sustainable Materials Recovery Program Grant - \$5,000:**

23 *The Board reviewed a Notice of Grant Award, dated October 13, 2015.*
24

25 Mr. Boynton stated this is an annual grant received from DEP. The funds will be used for public
26 outreach and equipment to support collection, bins, roll off containers, etc.
27

28 **Selectman Trindade moved that the Board of Select men approve the Sustainable Materials Recovery**
29 **Program grant award from Massachusetts Department of Environmental Protection in the amount of**
30 **\$5,000; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**
31

32 **Discussion/Vote – Exelon Project Host Community and PILOT Agreements:**

33 *The Board reviewed the following information: (1) Host Community Agreement between Town of*
34 *Medway and Exelon West Medway II, LLC; and (2) Payment in Lieu of Taxes [PILOT] Agreement between*
35 *Town of Medway and Exelon West Medway II, LLC.*
36

37 Mr. Boynton explained that these agreements were generated by the Town's legal team and consultants.
38 The Siting Board has not denied these plants. The relevant discussion falls to what is the best leverage of
39 the Town and what mitigation can be put into place. He noted the discussion on property value impact
40 has made it into only a couple of host community agreements. If the Town were to take a position of non-
41 support, it loses the right to enact any kind of mitigation if the expansion goes forward. Each component
42 was considered based on what department would be necessary to track compliance, and what factors are
43 enforceable. The Town may impose certain rules and requirements on Exelon should the expansion be
44 permitted. A host community agreement is always to protect the Town; it does not move the project
45 forward any faster. He added that people can write letters to the Siting Board.
46

47 It was clarified that any PILOT agreement has to be approved at Annual Town Meeting before it is
48 forwarded to the Department of Revenue for review and approval.

DRAFT

1
2 Selectman Trindade stated he went back and read a lot of Siting Board decisions, noting that they were
3 based on a number of factors, including whether there was an existing site, proximity to gas supply and
4 proximity to the energy grid. The Siting Board's job is to make sure that the state has the energy
5 infrastructure that the state needs to meet supply, as well as meet the laws of the Commonwealth.
6 Exelon does not have to agree to a host community agreement or a PILOT agreement.
7

8 Selectman D'Innocenzo pointed out that the Board is not saying where the plant will be as that decision
9 is made by the EFSB. The purpose of this agreement is to protect things that the Town is concerned
10 about.
11

12 Selectman White asked for clarification on the impact of a delay in signing the agreement. Mr. Boynton
13 stated that the agreement is between the Town and Exelon. It is unclear if there would be any problem
14 in waiting. Two reasons to hold off might be (1) a perception that enough people will attend to
15 persuade the Town to change its direction and (2) that something new comes up that would prompt
16 renegotiation. The Town was able to prevail on some important things contained within the agreement,
17 such as protecting water usage, even though the agreement does not indicate endorsement of the
18 project. The agreement does not expedite the permitting process; the permitting boards will be able to
19 use their statutory powers to fully evaluate the components of each application. The Board wanted to
20 be able to say it knows the following things have been agreed to. Exelon has signed the agreement.
21

22 Ms. Stewart asked again to postpone signing the agreement as there may be new information
23 Wednesday night.
24

25 Mr. Boynton stated that the consultants have indicated that the components of the agreement are not
26 harmful to the Town. Selectman Crowley stated that the Board pushed Exelon to sign the agreement so
27 that it could be brought to the residents at the public forum. Otherwise, there would have been little
28 information to share. The Board could not have told the other side of the story, and another public
29 forum would have to be held.
30

31 Mr. Adams emphasized that we are only asking for another week or so and asked the Board to give that
32 week in order to listen to citizens.
33

34 Mr. Boynton clarified that the desire of the Board is to provide information at the forum. People may
35 speak against the expansion, but the most the Town can do on that front is submit that information to
36 the EFSB.
37

38 Selectman Trindade noted that every state has one of these boards. The EFSB can overrule any decision
39 the Town makes. The EFSB hearing starts in December. The likelihood that the Town would prevail in
40 any lawsuit is miniscule. The host agreement provides revenue and other things to help protect the
41 community. Everyone here can contact members of the EFSB. Selectman Trindade encouraged
42 residents to read the EFSB rules and procedures. The EFSB is charged with making sure that the state
43 has enough energy to meet the demand.
44

45 Selectman Crowley stated that the EFSB has never chosen not to issue a license for a "peaker" plant.
46 Over the last few years, this plant has averaged a mere 80 hours of operation in a year. Mr. Boynton
47 added that the turbines are not designed to run 24 hours a day, seven days a week. This is a quick-start

1 plant, up to fully functional status within 10 minutes. To be a full blown power plant, it would be a
2 combined cycle plant.

3
4 Selectman Crowley pointed out that the Board has been working on this for five months with over 250
5 questions submitted to the consultants. Ms. Stewart commented that opposition is not necessarily the
6 goal but the Board should be open to the possibility of new questions from residents. There could be
7 new information that would benefit the host agreement.

8
9 Selectman Crowley responded that the Board anticipated which departments and permits would be
10 necessary, a process which would take several months to finalize. If any one of those boards rules
11 against them on a legal point, Exelon can simply go to the EFSB to overrule it.

12
13 Chairman Foresto stated he had the opportunity to speak with legal counsel to ask if the Board would it
14 have any options to stop the project if it did not want the expansion. He was informed the Town has no
15 basis at all to stop this. Further, the firm of Medway's Town Counsel would not take the case if the
16 Town tried to do so.

17
18 **Selectman Trindade moved that the Board of Selectmen vote to execute the *Host Community***
19 ***Agreement* between the Town of Medway and Exelon West Medway II, LLC; Selectman White**
20 **seconded. No discussion. VOTE: 5-0-0.**

21
22 **Vote – Fall Town Meeting Warrant Article Recommendations:**
23 *The Board reviewed the revised Fall Town Meeting Warrant.*

24
25 At this time, Mr. Boynton summarized each article and the Board voted its recommendation on each.

26
27 **Selectman Trindade moved that the Board recommend Article 1: Fiscal Year 2016 Operating Budget**
28 **Transfers, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

29
30 **Selectman Trindade moved that the Board recommend Article 2: Purchase Dump Truck, as presented;**
31 **Selectman D’Innocenzo seconded. Brief discussion followed on Article 2 with the following amended**
32 **wording proposed by Selectman Trindade: “To see if the Town will vote to transfer from free cash the**
33 **sum of \$165,000 for the purpose of funding the purchase of a dump truck and associated equipment,**
34 **said appropriation to be expended by June 30, 2016, with unexpended funds as of June 20, 2016 being**
35 **returned to the General Fund, or to act in any manner relating thereto” and to add the revised Article to**
36 **the Warrant. Selectman White seconded the amendment. No discussion. VOTE: 5-0-0.**

37
38 **Selectman Trindade moved that the Board recommend Article 3: Repair Winthrop Street Culvert, as**
39 **presented; Selectman D’Innocenzo seconded. After brief discussion, Selectman Trindade moved that**
40 **the words “raise and appropriate, borrow or transfer from available funds” be changed to “transfer**
41 **from free cash” and to add the revised article to the Warrant; Selectman D’Innocenzo seconded the**
42 **amendment. No further discussion. VOTE: 5-0-0.**

43
44 **Selectman Trindade moved that the Board recommend Article 4: Repurpose Funds – Water Meter**
45 **Replacement Project to Water Main Replacement Project, as presented; Selectman D’Innocenzo**
46 **seconded. No discussion. VOTE: 5-0-0.**

1 Selectman Trindade moved that the Board recommend Article 5: Repurpose Funds – Athletic Fields
2 Project to High School Baseball Field Improvements, as presented; Selectman D’Innocenzo seconded.
3 No discussion. VOTE: 5-0-0.

4
5 Selectman Trindade moved that the Board recommend Article 6: Repurpose CPA Funds – Water
6 Meter Replacement Project to Water Main Replacement Project, as presented; Selectman
7 D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

8
9 Selectman Trindade moved that the Board recommend Article 7: Land Acquisition – 54R Adams
10 Street, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

11
12 Selectman Trindade moved that the Board recommend Article 8: CPA Appropriation – Ecological
13 study of Adams Street Area, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-
14 0-0.

15
16 Selectman Trindade moved that the Board recommend Article 9: CPA Appropriation – Trail Design
17 and Engineering, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 4-1-0 –
18 Selectman Crowley opposed.

19
20 Selectman Trindade moved that the Board recommend Article 10: CPA Appropriation -- Storywalk, as
21 presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

22
23 Selectman Trindade moved that the Board recommend Article 11: CPA Appropriation – Update Parks,
24 Open Space and Athletic Fields Master Plan, as presented; Selectman D’Innocenzo seconded. No
25 discussion. VOTE: 5-0-0.

26
27 Selectman Trindade moved that the Board recommend Article 12: Repurpose Funds – Water Meter
28 Replacement Project to Water Main Replacement Project, as presented; Selectman D’Innocenzo
29 seconded. No discussion. VOTE: 5-0-0.

30
31 Selectman Trindade moved that the Board recommend Article 13: Prior Year Bills, as presented;
32 Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

33
34 Selectman Trindade moved that the Board recommend Article 14: Amend General Bylaw – Penal
35 Laws, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

36
37 Selectman Trindade moved that the Board recommend Article 15: Amend General Bylaws – Affordable
38 Housing Trust, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

39
40 Selectman Trindade moved that the Board recommend Article 16: Street Acceptance – Pine Meadow
41 Road and Lantern Lane, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

42
43 Selectman Trindade moved that the Board recommend Article 17: Amend Zoning Bylaw – Additional
44 Definitions, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.

45
46 Selectman Trindade moved that the Board recommend Article 18: Revise Zoning Bylaws –
47 Nonconforming Uses and Structures, as presented; Selectman D’Innocenzo seconded. No discussion.
48 VOTE: 5-0-0.

1
2 **Selectman Trindade moved that the Board recommend Article 19: Amend Zoning Map – Multifamily**
3 **Overlay District, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

4
5 **Selectman Trindade moved that the Board recommend Article 20: Amend Zoning Bylaws – Design**
6 **Review Process, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

7
8 **Selectman Trindade moved that the Board recommend Article 21: Amend Zoning Bylaw – Sign**
9 **Regulations, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

10
11 **Selectman Trindade moved that the Board recommend Article 22: Amend Zoning Bylaw – Schedule of**
12 **Uses Table, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

13
14 **Selectman Trindade moved that the Board recommend Article 23: Amend Zoning Bylaw – Registered**
15 **Marijuana Dispensary Host Community Agreement, as presented; Selectman D’Innocenzo seconded.**
16 **No discussion. VOTE: 5-0-0.**

17
18 **Selectman Trindade moved that the Board recommend Article 24: Amend Zoning Bylaw – Home**
19 **Based Business, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

20
21 **Selectman Trindade moved that the Board recommend Article 25: Amend Zoning Bylaw – Adaptive**
22 **Use Overlay District, as presented; Selectman D’Innocenzo seconded. No discussion. VOTE: 5-0-0.**

23
24 **Approval – One-Day Liquor License Application:**

25 *The Board reviewed the following information: (1) Application from Chase Barrett for Thayer Homestead,*
26 *October 31, 2015; and (2) Memorandum from Police Chief. It is noted that the Town Administrator’s*
27 *Office is still awaiting information on insurance coverage and will withhold license until all*
28 *documentation is in order.*

29
30 **Selectman D’Innocenzo moved that the Board approve one-day wine & malt license for Chase Barrett**
31 **subject to fulfillment of the Police Chief’s recommendations, when received, and receipt of required**
32 **insurance documentation; Selectman Trindade seconded. No discussion. VOTE: 5-0-0.**

33
34 **Action Items from Previous Meeting:**

35 *The Board reviewed the Action Item List.*

36
37 After brief discussion, it was agreed that #9 – Review Master Plan could be removed.

38
39 **Approval of Warrants:**

40 *The Board reviewed Warrants 16-17S, 16-17SP and 16-17P.*

41
42 Selectman D’Innocenzo, Clerk, read aloud Warrants 16-17S, 16-17SP and 16-17P, dated 10/22/15,
43 presented for approval:

44			
45			
46	16-17S	School Bills	\$ 288,144.46
47	16-17P	Town Payroll	\$ 308,104.41
48	16-17SP	School Payroll	\$ <u>800,476.28</u>

1 TOTAL \$1,396,725.15

2
3 **Selectman Trindade moved that the Board approve the Warrants, as read; Selectmen White**
4 **seconded. No discussion. VOTE: 5-0-0.**

5
6 **Approval of Minutes:**

7 *The Board reviewed draft meeting minutes from Selectmen meetings held on June 15, 2015; July 14, 2015;*
8 *July 14, 2015 (Joint meeting with Planning and Economic Development Board); July 14, 2015; July 20, 2015;*
9 *August 12, 2015; and August 17, 2015.*

10
11 Review of the minutes was postponed.

12
13 **Town Administrator's Report:**

14 Mr. Boynton opted to postpone his report.

15
16 **Selectmen's Reports:**

17 Selectman White announced that Medway Animal Control Officer Brenda Hamblin was named Animal
18 Control Officer of the Year by the MSPCA. Only one individual is selected each year in Massachusetts.
19 Brief discussion followed on this honor.

20
21 Chairman Foresto extended congratulations to the Water Department on their rebate program.

22
23 It was reiterated that the public forum on the proposed Exelon expansion is Wednesday, October 21 at
24 the high school at 7 PM. The intent is to share information with as many residents as possible.

25
26 **At 9:15 PM Selectman Trindade moved to adjourn; Selectman D'Innocenzo seconded. No discussion.**
27 **VOTE: 5-0-0.**

28
29
30 Respectfully submitted,
31 Jeanette Galliardt
32 Night Board Secretary

Board of Selectmen's Meeting
November 30, 2015 – 8:00 AM
Sanford Hall, Town Hall
155 Village Street

Present: John Foresto, Chair; Maryjane White, Vice-Chair; and Glenn Trindade, Member.

Staff Present: Michael Boynton, Town Administrator; Allison Potter, Assistant Town Administrator.

At 8:02 AM Chairman Foresto called the meeting to order and led the Pledge of Allegiance.

Discussion – Questions Posed by Energy Facilities Siting Board with Respect to Exelon Expansion Proposal

The Board had for its review the draft responses to the questions posed by the Energy Facilities Siting Board (EFSB).

Mr. Boynton stated the draft responses to the EFSB were prepared by Special Counsel with the Board's perspectives incorporated. Attorney Ernst had suggested that the term "significant noise" be defined and that was included in the draft responses the Board is considering.

Mr. Foresto asked whose responsibility it was to respond to the EFSB's questions. Mr. Boynton replied that he asked counsel that question and counsel answered that the Board of Selectmen, as the Chief Executive Officer of the Town, has full authority to respond on behalf of the Town.

Mr. Trindade moved that the Board of Selectmen approve the responses to questions posed by the Energy Facility Siting Board as presented, and to direct the Town Administrator and Special Town Counsel to transmit them to the EFSB; seconded by Ms. White. It was so voted 3-0-0.

Mr. Boynton stated that Mr. Bernstein's firm would put the response together for submission to the EFSB by the Friday deadline.

Mr. Trindade asked that the responses also be posted on the website.

At 8:04 AM, Mr. Trindade made a motion to adjourn. Ms. White seconded the motion and it was so voted, 3-0-0.

AGENDA

ITEM #10

Town Administrator's Report

AGENDA

ITEM #11

Selectmen's Report