

**Medway Economic Development Committee  
Medway High School – Room 138  
88 Summer Street**

**April 25, 2012**

**EDC MEMBERS PRESENT:**

Ray Himmel, Kent Scott, Paul Yorkis, Ann Sherry, and Ken Bancewicz

**EDC Members ABSENT:**

Andy Rodenhiser, James Byrnes

**ALSO PRESENT:** Susy Affleck-Childs, Planning and Economic Development Coordinator  
Amy Sutherland, Meeting Recording Secretary

The meeting for the Medway Economic Development Committee was opened at 7:00 pm.

**Report on Meeting with Representatives of Mass Economic Development agencies:**

Ann Sherry reported on a meeting last week with Bonnie Sullivan of MASS Development and Arthur Robert of the Mass Office of Business Development with Susy Affleck-Childs, Suzanne Kennedy, Kent Scott and herself.

The information from the meeting is that the Town of Medway is on the right track. We have done a lot of the leg work. The next step would be to bring in a person and put the information we already have together.

Member Sherry felt that Mass Development wanted us to reach out to the existing business community. One idea was that we host a forum for local businesses. This is done in Franklin on an annual basis. This promotes conversation about business growth and gets people to know that we are actively promoting to the town.

The EDC thought this event could be planned for September.

Susy Affleck-Childs stated that we need to communicate to the forces that are local that the EDC has done their homework and we need a person to now do the job.

Chairman Himmel responded that we would need to find someone who knows something about Medway.

Susy Affleck-Childs communicated that MASS Development expressed that we need to know more about the businesses that we do have. One goal would be to put together a business retention visitation program. Outreach to businesses needs to happen.

Member Sherry recommended that the EDC take some time in the summer to visit the local businesses.

**Preparations for Town Meeting:**

Susy reminded all that Town Meeting will be May 14, 2012. There has been \$39,000 specifically allocated for EDC for FY 13; it is a separate warrant article. There is also about \$21,000 in the PEDB budget.

The Committee discussed that they need to be the biggest proponent of this allocation at town meeting. The Committee felt that Ray Himmel should be the key speaker with both Kent Scott and Paul Yorkis at his side.

The Committee discussed figuring out what the key questions may be and putting together a handout for the meeting.

The memo could be what the EDC has done, and what we will do.

There needs to be a selling point.

Member Scott suggested keeping it crisp and simple.

Member Sherry will create a handout and will circulate it to the members for review.

The Committee is in agreement that there is an advantage of having more than one person speaking at town meeting. Visually this may have an impact.

Susy Affleck-Childs wanted to know if the Committee wants to meet with a reporter to try to get an article in the paper prior to the town meeting.

Chairman Himmel agreed he would meet with the local reporter from the Milford Daily News.

**Next Meeting Date:**

***The EDC decided to meet on Tuesday May 29, 2012*** and not on May 15, 2012 as originally scheduled.

**Maintenance Concerns:**

The Chairman did speak with Town Administrator Suzanne Kennedy, DPS Director Tom Holder and Police Chief Allen Tingley. It was explained to him that there is a committee which will look at cleaning up areas throughout town. One of these events will take place in July. The Chief of Police did indicate that he would NOT support a volunteer Route 109 clean- up for safety reasons.

Susy Affleck-Childs recommended that a written letter be forwarded to all parties about cleaning up the entrance to the 495 Business Park. This is the gateway to our community.

**Oak Grove Forum:**

The Oak Grove Forum #3 meeting has been scheduled for June 19, 2012. The location will be at the Medway Public library. The consultant will be there with the plan and the Town will be able to present new information relative to the title work.

**Report from Planning and Economic Development Board:**

Susy reported that the Planning and Economic Development Committee had approved the Site Plans for A123 Systems at 34 West Street and also for Lawrence Waste Services at 49 Adler Street.

The Board of Selectmen has asked the Planning Board to look at zoning in the Industrial III zoning district. There has been some disappointment with the caliber of recent business development activity in the 495 Business Park. Susy Affleck-Childs would like to ask the EDC to look at the zoning and see what types of businesses we want to encourage and discourage.

Susy Affleck-Childs also recommends inviting Tom Holder to come to an EDC meeting to discuss water and sewer capacity throughout town. It was suggested to invite him to the July meeting.

The EDC is in agreement that we need to understand our water capacity of the town. There are serious restrictions on water use.

Member Yorkis responded that there is a disconnect at the Governor's cabinet level between the Mass DEP and the Economic Development offices. We as a community need to make a determination if we want to use elected official to discuss these issues. We need get the representatives in same room and discuss this and talk about the policies. There is a policy conflict and there needs to be a middle ground.

Susy reported she had attended a SWAP meeting. Suzanne Nicole of the newly established MetroWest Visitors Bureau was the guest speaker. The new agency is doing important initial work bring dollars to the MetroWest area. The opening of Wegmans in Northborough was the largest single tourist event in MA last year. There is also an American girl event which allows young girls and their families to have weekend events in hotels with their American girl dolls. This is the type of event that this group is focusing on. It is recommended that the EDC become a member for \$75.00.

Susy Affleck-Childs agreed to pay for this membership out of the PEDB budget.

**On a motion made by Paul Yorkis and seconded by Ann Sherry, the EDC voted unanimously to agree to the membership in the MetroWest Visitors Bureau in the amount of \$75.00.**

Susy recommended that the EDC invite Suzanne Nicole to an EDC meeting in the fall. We could invite representatives of various organizations that sponsor events – Library, Parks and Rec, soccer tournament, Medway PRIDE Day, etc.

**Design Review Committee:**

Julie Fallon, member of the Design Review Committee, provided a design concept for an entry sign for the Medway 495 Business Park. **(See Attached)**

The DRC met with Andy Rodenhiser to discuss the design concept for a signage for the West Medway/495 Business Park and the entrance to the Trotter Drive.

There continues to need to be discussion about who will maintain the sign and land around it. The committee would like to see organic shaped rock. There was also a recommendation to have gooseneck lighting. The lighting of the sign could be from the ground, but Halo lighting will also be looked into.

There was conversation that there needs to be a business directory within the park. There could be a series of signs directing trucks or vehicles.

Susy Affleck-Childs communicated that there is a verbal commitment from Ellen Rosenfeld that some space could be made available for an entrance sign to the East Medway industrial park. This would be on the parcel at 8 Main Street.

Ken Bancewicz asked what we do next. Do we pass it by the businesses for review and comment?

Susy Affleck-Childs reminds all that the town is not going to pay for this. We must come up with a way to package this for funding.

Member Yorkis responded that we need to change the sign bylaw before this is in place since we want it to be in conformance. The Town cannot violate its own rules.

There is no estimate provided for a sign of this size.

Member Scott will get a price for the next meeting.

Member Yorkis does not like the use of two different types of font for the signage.

Susy Affleck-Childs communicates that the sign should be titled Medway 495 Business Park.

Member Bankewicz noted that there should be a sign on both sides of Trotter Drive to accommodate traffic going in both directions.

Member Sherry added that there needs to be a traffic directional sign indicating business park ahead.

Member Yorkis responded that we have one chance to do this right. We need to seek input from Public Services to see where any future signal lights may be placed.

Member Bankewicz indicated that there may be setback requirements for a traffic light. Ken does have a copy of a concept design for a light at the intersection. He will send it to Susy.

## **MINUTES:**

### **January 4, 2011:**

**On a motion made by Ann Sherry and seconded by Ken Bancewicz, the EDC voted unanimously to accept the minutes from January 4, 2011.**

### **November 15, 2011:**

**On a motion made by Ray Himmel and seconded by Paul Yorkis, the EDC voted unanimously to accept the minutes from November 15, 2011.**

### **January 30, 2012:**

**On a motion made by Paul Yorkis and seconded by Kent Scott, the EDC voted unanimously to accept the minutes from January 30, 2012.**

**February 21, 2012:**

**On a motion made by Paul Yorkis and seconded by Ann Sherry, the EDC voted unanimously to accept the minutes from February 21, 2012.**

**March 6, 2012:**

**On a motion made by Kent Scott and seconded by Ann Sherry, the EDC voted unanimously to accept the minutes from March 6, 2012.**

**March 20, 2012:**

These meeting minutes were tabled.

**March 23, 2012:**

These meeting minutes were tabled.


**April 3, 2012:**

**On a motion made by Ray Himmel and seconded by Paul Yorkis, the EDC voted unanimously to accept the minutes from April 3, 2012.**

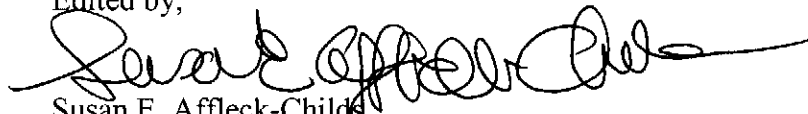
**ADJOURN:**

**On a motion made by Paul Yorkis and seconded by Ann Sherry, the EDC voted unanimously to adjourn the meeting at 9:00 pm.**

Respectfully submitted,

  
Amy Sutherland  
Recording Secretary

Edited by,

  
Susan E. Affleck-Childs  
Planning and Economic Development Coordinator