

September 9, 2008 Medway Planning Board meeting

MEMBERS PRESENT: Bob Tucker, Chan Rogers, Karyl Spiller-Walsh, Tom Gay
John Williams

MEMBERS ABSENT WITH NOTICE: Andy Rodenhiser

ALSO PRESENT: Susy Affleck-Childs, Planning Board Assistant
Gino Carlucci, PGC Associates
Phil Giangarra, FINCOM
Jim Wieler, Master Plan Committee

Andy Rodenhiser – not present

Vice Chairman Bob Tucker opened the meeting at 7:05 pm –

We will do some business before Jim Wieler arrives.

INVOICES

PGC Associates - \$240 – Master Plan work – motion by Karyl Spiller-Walsh, seconded by Tom Gay, all yes - general fund/consulting services

PGC Associates - \$320 – General consulting – PB meetings in July and August – motion by Chan Rogers, seconded by Tom Gay, all yes - general fund/consulting services

495 Corridor Metro Partnership annual forum – registration fee for Andy Rodenhiser - \$35 – motion by Karyl Spiller-Walsh, seconded Chan Rogers – all yes – general fund

Tetra Tech Rizzo – Murphy Insurance site plan – \$1,510.25 – motion by Karyl Spiller-Walsh, seconded by Tom Gay – all yes – Plan Review revolving fund

PGC Associates – 43D Permit Tracking – \$1,105 – Motion by Karyl Spiller-Walsh, seconded by Tom Gay – all yes – grant program funding

Karyl Spiller-Walsh – What is this?

Gino Carlucci – Software permit tracking system.

Start up by January 1st

Jim Wieler – Master Plan Update Committee Update

Jim Wieler – About a year or so ago the PB kicked off the update committee. – I drafted a couple of cohorts from the 1999 plan and we proceeded – core group – Diane Borgatti, Dan Hooper, Dave Kaeli – We came up with the survey that went out – I will review for you where we are . . .

We meet the first and third Tuesdays of the month – high school library from 8 – 9:30

7 mandated sections/chapters using the 1999 plan as basis – looking at the old plan for action items

Created a survey – terrific feedback from – we are now updating the individual sections with new data – Kristen Domurad had helped over the summer – based on survey data we will come up with actions and goals – Andy Rodenhiser has been to a bunch of the meetings – so hopefully he is keeping you up to date – we are going thru drafts now – we will have a draft for the PB to review - goal to have a public hearing in the middle of February – get more feedback and then go back and update some more – and then at some point have you endorse or accept it and then go to town meeting for affirmation –

We have a pretty good committee – stepping up now that summer is over – we have gathered data over the summer – we don't have a lot on paper yet – that said, we do have the survey data - insights are not surprising – I have my Medway Pride Day t-shirt, with my tax bill, carrying a bottle of water and a school book – people like the community/ spirit/small town feel, taxes are too high, concerned about town government and fiscal responsibility, very concerned about maintaining schools and improving, and about water supply – data is all up on the web site - results of the mail-in survey – 39% response rate – 99% confidence level on signals that we are seeing – over 250,000 data points – in the mail-in portion, 1-5 low to high;

Quality of education/schools – between a C and a B
Public facilities –
Water – very important
Public safety
Emergency services

Lower response on the on-line version – they are different surveys, people thought if they did the mail-in, they didn't have to do the on-line version

The other portion of the mail-in is the write in comments – very telling – people took the time to give a piece of their mind - we asked what you liked best about living in Medway, we grouped these – Dan did the lion's share of compilation – sense of community is important – country feel, Medway historic village – ease of access,

What do you like least about living in Medway – high taxes, water quality, and problems with financial management.

What are the most important issues – quality of schools and improved town fiscal management.

If you could do one thing, what would you do to improve Medway?

Then to the on-line survey – look at the highest to lowest in terms of priority –
Improve water quality.
Redesign Medway shopping center
rezone property to expand West Medway industrial park and offer tax incentives.

Housing – people thought affordable housing is important, but have developers work on it

Library – Reestablish state’s accreditation.

Schools – Provide adequate teaching and reduce class size.

Public services – Maintain public buildings and roads.

Recreation – Bicycle and walking trails and athletic fields –

Community Preservation Act funds – Focus on open space/conservation and passive recreation and create active recreational areas.

Planning – Maintain small town feel/rural character.

Capital improvement – Extend sewers for economic development; town common,

Public safety – EMT and life support services

John Williams – What does online survey represent?

Jim Wieler – Somewhere over 300 individuals completed

1890 completions on the mail-in survey

Jim Wieler – We are still statistically significant at the 300 level - the strong signals are not going to change.

Tom Gay – Signals in both versions?

Jim Wieler – Yes

Jim Wieler – What we are lacking here is a significant response from the senior community assuming not a lot of them were on line –

Karyl Spiller-Walsh – Was there any description of demographics?

Jim Wieler - Yes, there was on the mail in.

Jim Wieler – The big numbers are in the mail in.

Jim Wieler – You filled it out – we counted it with the voting machines – the reports – the folks in the town clerk’s office scanned the survey comments – it was a heck of a lot less work than doing it in 1999.

Jim Wieler – This data becomes the basis for goals and actions – and we are updating the data . . .

Jim Wieler – The PB has done a huge amount of work in the last decade – track record was very good . . .

Jim Wieler – We hope to be done for June 2009 town meeting . . .

Bob Tucker – I want to thank Jim Wieler and the committee for all the hours putting the data together – still a lot of work in front of us. . .

Karyl Spiller-Walsh – Did you come up with ideas on what questions might be asked – anything that was missing?

Jim Wieler – One of the things that may come out of this – on-line survey tools are a great mechanism for people to give feedback – the town should be doing a survey every six months – that would relieve the burden of doing one of every ten years – what are the hot buttons?

Gino Carlucci – Ten years is a good time frame –

Jim Wieler – We will have to think about how to publish this – to put it out there as a PDF is fine – last time we inserted it in the Gazette (like the FinCom book)

Tom Gay – Any significant changes in direction in data from 1999 and now?

Jim Wieler – Human nature – people don't like taxes; want open space but don't want to pay for it – things that people cherish – hot button now is water, hot button before was the rate of subdivisions being approved and constructed – that pushed the master plan

Encourage you to vote for Jim Wickis to be officially appointed to the master plan committee

Motion by Tom Gay, seconded by Karyl Spiller-Walsh to appoint Jim Wickis to master plan committee thru June 30, 2009 – all yes.

Chan Rogers – I would like to make an observation – expand public transit offerings is very low priority

Jim Wieler – Second highest priority is reduced traffic congestion

Phil Giangarra – The survey was skewed against the older people by nature of computer process for the questions

Bob Tucker – Like the idea of periodic surveys –

Chan Rogers – The GATRA thing we are doing here has mushroomed.

Tom Gay – How many people are using it?

Jim Wieler – I sit on the board of the Upper Charles Conservation Land Trust – we were talking about community farm proposal – they are popping up all over the place – it is an education thing.

John Williams – Will the format of the master plan be the same? I like how it quantified the cost of services . . .

Jim Wieler – The cost of municipal services – who has that good data? Yes we will have that . . .

Gino Carlucci – State Department of Revenue would have some good data by town – I think American Farmland Trust did studies 10-15 years ago . . .

Jim Wieler – Dave Hoag did the analysis in 1999 by data mining thru the Board of Assessors data –

Jim Wieler will be doing a briefing to the BOS on 10/6

Jim Wieler – We are going to feature the Commercial I and Oak Grove areas . . . and the Adams Street/Lovering/Highland trail system corridor

Karyl Spiller-Walsh – there is some info in there that is relevant in there for future plans for CI and Oak Grove

Bob Tucker – Continuing education issue . . .

Planning Board Fees

Motion by Chan Rogers seconded by Karyl Spiller-Walsh – to set a \$500 application/filing fee for an assisted living facility special permit and for an affordable housing special permit - to add to our rate schedule – all yes . . .

Agreed to look at the overall fee schedule –

Susy Affleck-Childs – RE: fees, Suzanne has asked us to research the fees of neighboring towns –

Bob Tucker – We would like to see that when you have it done.

Susy Affleck-Childs - I am surprised at how low fees are in adjacent towns . . .

Continued Discussion on Town Center Overlay District

Gino Carlucci – You have some handout materials on 40R and 40S and form based codes – from the state smart growth web site. What we learn will apply to both Commercial I and the Oak Grove area

Andy Rodenhiser is trying to organize some workshops for us.

40R districts have to be overlay – incentives to do things differently, does not replace the underlying zoning.

Tom Gay – Doesn't that mean you could end up with some things that are not compatible with each other – or contradictory?

Gino Carlucci – You craft it to minimize conflicts.

Karyl Spiller-Walsh – This bothers me having this conversation without Andy Rodenhiser being here tonight – he has some strong opinions – instead of having meetings where they might be three people – I think it should be an all inclusive effort – logical educational discussion on how – most people are clueless about what it is and where it would be effective or not.

Bob Tucker - That is why he is attempting to get somebody in here to educate us –

Susy Affleck-Childs – Suggestion to do this on a couple of Saturday mornings –

Karyl Spiller-Walsh – Once you start implementing form based codes you start giving away your special permitting options.

Tom Gay – The form based codes can be very regulatory in nature.

Karyl Spiller-Walsh – The reason for using form based codes is to expedite development.

Gino Carlucci – I disagree – form based codes have to do with managing development so it comes out as the community visions

Tom Gay – It narrows the scope of what can be considered – they have to be developed for the specific situation – a lot of work has to go into developing the applicable code for a certain area – I think you can get into some huge arguments about what the form based code should look like

Bob Tucker – Form based code can be varied block to block.

Karyl Spiller-Walsh – I would want to see specific form based codes for various areas.

Tom Gay – Form based code has a good application in the overlay if the desire is to have a cohesive approach . . .

Gino Carlucci – The examples they give here are both Lowell (old) and Southfield (vacant land) - This is not a one size fits all approach – depends on each specific area.

Karyl Spiller-Walsh – You program into the code a progression

Tom Gay – It is strict within the particular zone . . .

Chan Rogers – We are talking in circles here – the first thing you want to decide is whether you want an overlay district in that area? And what is the format of it? Site plan review process?

Karyl Spiller-Walsh – I disagree with you . . .

Bob Tucker – We handed out some info on 40R and 40S for you to read . . .

Update on Street Acceptance

Susy Affleck-Childs – We need to charge the developers for funds to cover the Town’s legal fees associated with street acceptance – I have sent invoices to Ishmael Coffee, Speroni Acres and Birch Hill

Committee Reports

Bob Tucker – Went to ConCom last week on the Marian Community’s application – it would appear that there was some inaccurate info conveyed to ConCom by Marian community – ConCom decided to issue a notice of violation on the project which would require them to come back into ConCom – ConCom’s concern is the width of the roadway thru the wetlands and as it crosses the Chicken Brook (bridge) – ConCom wants to minimize width and the resulting impact to wetlands – I did try to explain to them how limited our (site plan) review was of that project – as a result of that they came up with a whole number of questions – when we do limited reviews, we need to pass on and communicate more fully to other boards/committees

Karyl Spiller-Walsh – As I remember with the last meeting we had with the Marian community, there was a brief discussion re: the bridge – we asked if they intended to use the bridge as described in the ARCPUD engineering – I remember them saying yes – so we concluded that the old engineering would stand – so therefore the road width would be whatever was discussed during the early ARCPUD discussion –

Bob Tucker – In the final presentation, that was not a requirement – they did say it was their intent - ConCom would like to have pushed Marian to a narrower road which was ConCom’s width all along – Marian told ConCom that the PB had dictated the road width

Karyl Spiller-Walsh – At this stage of the game, would it be the wish of the PB that we concur with ConCom?

Bob Tucker – I tried to convey to ConCom, it wasn’t in our purview to look at road matters during the limited site plan review but I did indicate we had safety concerns about getting emergency apparatus into and out of the area . . . so they are going to do their own investigation and contact both fire and police departments and see what they say -

Karyl Spiller-Walsh – I would personally support whatever ConCom would want in terms of a reduced road width –

Bob Tucker – Technically, ConCom doesn’t have to grant any approval on this proposal because there is another way into the site from Kimberly - that would not be popular but it is an alternative

Karyl Spiller-Walsh – How much would they need off of Kimberly?

Design Review Committee

Karyl Spiller-Walsh - The DRC met last night – we have two prospective new members – Quint Moores and Mary Weafer

Route 109

Chan Rogers – Part of the Route 109 improvements require some quick fixes for the intersection of Milford, Main and Franklin – we received yesterday the warrant for the quick fix – it will give priority to Route 109 east/west movements – remove island – Dave has funding and capability to do it.

Zoning Board of Appeals

Tom Gay – Nothing to report

Community Preservation Committee

Bob Tucker – CPC meeting last week – we had one article that will be going in the warrant on a community farm for 50 Winthrop Street

SWAP

Gino Carlucci - Next week the monthly SWAP meeting will be held in Medway – CTPS is doing a study on route 126 corridor and soliciting input –

A motion was made by Chan Rogers, seconded by Tom Gay to adjourn. All yes.

The meeting was adjourned at 9:15 pm.

Respectfully submitted,

Susan E. Affleck-Childs
Planning Board Assistant