

**April 27, 2010 Meeting
Medway Planning and Economic Development Board
Medway Town Hall
155 Village Street**

BOARD MEMBERS PRESENT: Bob Tucker, Tom Gay, Karyl Spiller-Walsh, and Chan Rogers.

ABSENT WITH NOTICE: John Williams, Andy Rodenhiser

ABSENT WITHOUT NOTICE:

ALSO PRESENT: Amy Sutherland, Meeting Recording Secretary
Susy Affleck-Childs, Planning and Economic Development Coordinator
Dave Pellegri, Tetra Tech Rizzo

The Vice Chairman opened the meeting at 7:00 pm.

Board Business:

Member Rogers wanted to bring to the Board's attention that there is a piece of property on Oakland Street that has 10 unregistered cars with an accumulation of junk surrounding the property. Aerial pictures were provided. Member Rogers feels that the proposed (abandoned property) article written by John Emidy (for consideration at the 2010 annual town meeting) really needs to be passed or reworked to address situations such as this. The Selectmen have asked the Planning Board to include the article and incorporate a portion of time to address the article in its upcoming zoning public hearing. Member Spiller-Walsh would like a copy of the photographs.

Public Hearing Continuation:

7:15 PM Daniels Village ARCPUD – Betty McCall Vernaglia

Mrs. McCall informed the Board that she has not made any progress and would like to have the Board grant a continuance for two months.

Member Tucker suggested that Mrs. McCall seek an extension until July 30, 2010 and the Board continue the hearing until June 22, 2010.

- **On a motion made by Chan Rogers and seconded by Tom Gay, the Board voted unanimously to continue the public hearing until June 22, 2010 and to grant an extension until July 30, 2010.**

Informal Discussion – Beth McDonald:

Possible private way subdivision – 9 Neelon Lane.

Don Nielson of Guerriere and Halnon was present on behalf of Ms. McDonald.

Ms. McDonald presented a concept plan. The Board does not have a formal preliminary subdivision plan submitted, but Ms. McDonald is looking to extend Neelon Lane as a small private way to establish frontage to allow for the creation of 2 additional house lots. (Neelon Lane is presently an undersized public way.) The applicant would be requesting waivers to allow for 18 feet road width to extend Neelon Lane to Lot 2 driveway. The roadway will continue from 2nd lot driveway to the driveway for the 3rd lot (#9 Neelon Lane) with 14 feet width. The private road base/binder would exist of gravel base with 2nd coat of road grind and top coat of crushed blue stone. The request is for consideration on the quantity and depth of underlayment where this is access for 2 homes and would not be a public street. This is proposed to be held as a permanent private way. The road parcel would be owned mutually by all 3 lots as a Homeowner's Association. The plan for runoff water would be the existing 8" drainage line with two catch basins. These would need to be cleaned out and re-assessed. The roof runoff details would need to be included in plans. There would be sections of permeable pavement requested on sloped sections of private drive by Lot#3 to handle runoff vs. asphalt paving. The run-off details would also need to be included. The use of rain garden and surface drainage was discussed. The official Neelon Lane width (public way) needs to be clarified.

Member Spiller-Walsh is not sure about the stormwater. She would like further clarification of the stormwater on a bigger footprint house than what is shown.

Ms. McDonald does have the professional certification and can design rainwater gardens for this.

Member Gay provided Member Spiller-Walsh with documentation for the dimensions for the roadway width from the sheets Mr. Yorkis had previously provided to the PEDB for the informally proposed and adjacent Charles River Acres OSRD development (17.6' and 13.3' on Village Street (pavement), and right of way is 20'. Further clarification will be needed.

Dave Pellegrini inquired if they have met with the Town's public safety departments. It was communicated that the applicant has not at this point, but will once this process proceeds further.

Susy Affleck-Childs did note that they are going to need several waivers and the waivers are only to be granted if they are in the best interest of the Town. Discussion occurred about the applicant providing a public walkway easement on her property along the Charles River for the enjoyment of the public.

Pine Meadow II – Gary Feldman:

Discussion re: cul-de-sac island construction specifications.

Mr. Gary Feldman was present and had contacted Dave Pellegrini from Tetra Tech Rizzo. It has been noted that the drawing for the truck apron around the landscaped island in the cul de sac as included in the endorsed Pine Meadows II Definitive Subdivision Plan is not consistent with Detail CD-9 Cul-de-sac typical section in Medway's *Subdivision Rules and Regulations*. The Regs specify that truck aprons are to be constructed with pavers and flush mounted granite curbing. Mr. Feldman is looking for some guidance as the approved plan is not detailed. The Board wanted to also address the language which needs to be included to address the truck apron around the landscaped island. The Board discussed this and would like to go with sloped granite

curbing on the inside. The concrete truck apron would have a broom finish. Dave Pellegrini will determine the appropriate concrete strength and provide those specs to Susy. This change is considered as a field change and will be reflected on the as-built plans. A letter will be drafted informing Mr. Feldman of the requirements as set by the Board

The applicant will be making a formal request for an extension on the May 11, 2010 PEDB meeting.

Claybrook II Subdivision:

The Claybrook II Subdivision plans were given to Dave Pellegrini along with the old punch list. A site inspection will be taking place next week with Dave Pellegrini and Tom Holder of DPS.

Engineering Consultant Proposals:

The Engineering Consultant proposals are due on Wednesday, April 28, 2010 at 11:00 am. The review team will begin work on these as soon as possible.

Zoning Public Hearing:

The Zoning Public Hearing has been scheduled for Tuesday, May 18, 2010. The Board would like own counsel to be present. Susy will follow-up and make the request.

GIS Funding:

Susy Affleck-Childs organized a demonstration on GIS for town staff. The company is called PeopleGIS. The Capital Improvements Committee has recommended funding to establish a GIS during fiscal year 2011 as part of the capital budget. It will be considered at town meeting in June.

Affordable Housing:

There will be bus trip on Saturday, May 1, 2010 to visit affordable housing developments in Lincoln, Sudbury, Wayland and Sherborn. There will 12 people attending including representatives from Zoning Board of Appeals, School Board, Board of Selectmen, and Economic Development Committee.

Design Review Committee:

- 146 Main Street/Dick Steinhoff is working with the Design Review Committee. He is working on an AUOD Special Permit Application.
- Cumberland Farms will meet with Design Review Committee for a informal meeting on May 3, 2010 at 7:45 pm.

EDC Meeting:

The April EDC meeting was productive. There were representatives from Mass Development and Mass Office of Business Development who provided presentations to the committee.

Town Hall Office Space:

There is construction taking place to move some offices. Susy's office will remain the same but the entire corner is being reworked to house all the land use permitting offices.

495 Business Park:

Andy Rodenhiser, Tom Holder, Dave Pellegri, and Susy Affleck-Childs met to discuss road ideas for 495 business park connection to West and Farm Streets. Tetra Tech will work on some drawings.

Zoning Board of Appeals Meeting:

There will be a continued public hearing on a special permit submittal for a drive thru donut shop for 71 Main Street. This meeting is scheduled for May 5, 2010 at 7:30 pm.

Town Facility Management Study Committee

Member Gay informed the Board that he has been sworn in has not heard anything further about the committee meetings.

Minutes:

- **On a motion made by Chan Rogers and seconded by Karyl-Spiller-Walsh, the Board voted unanimously to approve the minutes of April 13, 2010 as written.**

Future Meetings:

The next regular meetings scheduled are: **May 11 & 25, 2010.**

DRC Meeting – Informal Discussion with Cumberland Farms
(Monday, May 3, 2010)

Special Planning & Economic Development Board Meeting – Zoning Public
Hearing (Tuesday, May 18, 2010 – 7:00 p.m.)

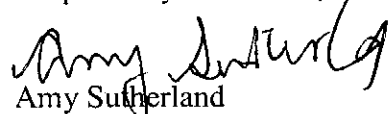
The 2010 Annual Town is scheduled for Monday, June 14, 2010.

Adjourn:

- **On a motion made by Karyl Spiller-Walsh, and seconded by Tom Gay, the Board voted unanimously to adjourn at 9:10 PM.**

The meeting was adjourned at 9:10 PM.

Respectfully Submitted,


Amy Sutherland

Meeting Recording Secretary



Edited by Susy Affleck-Childs
Planning and Economic Development Coordinator