

**May 11, 2010 Meeting  
Medway Planning and Economic Development Board  
Medway Town Hall  
155 Village Street**

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

**ABSENT WITH NOTICE:** John Williams

**ABSENT WITHOUT NOTICE:**

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

The Chairman opened the meeting at 7:00 pm.

**Board Business:**

**2-4 Main Site Plan:**

The Board has a draft copy of the Master Signage Plan dated May 6, 2010. The members reviewed the draft.

The Board is in receipt of a memo dated May 6, 2010 from the Medway Assessors Office regarding their approval of location address changes for 2, 6, 8 Main Street (Route 109). The memo makes reference that those changes have been made in the Assessor's database. The Board also reviewed a memo dated May 5, 2010 from Ellen Rosenfeld, Trustee authorizing Robert Potheau permission to use the address of 6 Main Street with her new number being 8 Main Street.

- **On a motion made by Chan Rogers and seconded by Tom Gay, the Board voted to close the public hearing. Andy Rodenhiser abstained.**
- **On a motion made by Chan Rogers and seconded by Bob Tucker, the Board voted to accept the final draft sign plan as written. Andy Rodenhiser abstained.**

✦ Susy Affleck-Childs will draft the site plan decision for the Board's consideration.

**Claybrook II Subdivision:**

The Board is in receipt of a bond estimate for Claybrook II Subdivision. David Pellegri, P.E.- Tetra Tech Rizzo also provided a memo dated May 7, 2010 which provides an in depth narrative

along with photographs in relation to the updated inspection including a new punch list and bond estimate for the incomplete items and noting current issues that should be repaired or resolved. The unit prices for the estimate were taken from the latest information provided by the Massachusetts Highway Department. The total project cost estimate was \$56,868.75.

Mr. Pellegri informed the Board that a meeting with TTR employee Steven Bouley and DPS Director Tom Holder took place on May 4, 2010 to discuss the current conditions on site.

The members were informed that there is currently \$42,000 in the bond fund.

The members discussed the pavement and how it is cracking in several locations throughout the roadway. Mr. Pellegri communicated that there is more severe settlement and cracking in the pavement between the drainage structures. These were viewed on the photographs #15, #17, #27, and #37. Member Tucker would like to get the compaction results. He believes that there may have been inadequate compaction.

The existing grate on Wildebrook Road was discussed. The current grate is too large for the manual maintenance. This will need to be replaced.

Mr. Pellegri also indicated that the pipes in the headwall are covered with sediment and the rip-rap apron is not visible. This was shown in photograph #4. These will need to be cleaned of all sediment. The detention basins are in need of maintenance.

Member Tucker wants the number for the seeding/landscaping to be increased. It appears to be low. Mr. Pellegri will do a lump sum for that item.

Member Rogers would like inflation over the years to be noted in the estimate. It was also communicated that the developer should pay \$100,000 to get this project up to the acceptance standards. If the developer does not fix all of this, the Town will have to bear some responsibility since this project was approved over ten years ago and has not been completed. The managing of the process was not followed through by the developer.

Member Tucker would still like to see developers use an insurance bond instead. He would like Mr. Pellegri to note the “must fixes” versus the minor fixes.

Member Gay wants to make sure that when the Board reaches accommodations for other applicants that the Board must be specific with the policy.

Mr. Pellegri will provide the Board with an updated bond estimate which will be forwarded to Town Counsel. He will also provide a roadway layout.

The Board further discussed the sewer pump station in this subdivision. Mr. Pellegri would like to get documentation about who is responsible for the maintenance. Currently, he was not able to access into the sewer pump station, but did note that the generator is rusting in places. The Town has indicated that it will not be accepting the gravity sewer or the pump station when the

roadway and drainage is accepted by the Town. There needs to be clarify about who is responsible for the maintenance.

Member Spiller-Walsh commented that the Town must decide what standard is the Town going to accept for roads and this is a policy issue. Susy Affleck-Childs responds that the Board of Selectmen wants recommendations from this Board.

The Board was in agreement that Mr. Pellegrini should create a list of the all the critical items which need to be addressed along with including a punch list of items which could be fixed through the DPW.

**ANR Plan 100 Summer St:**

The Board is in receipt of an application prepared for Seacord Realty Trust c/o Stephanie Seacord. The plan was prepared by Paul N. Robinson Associates, Inc. of Millis, and is dated April 26, 2010.

The ANR plan proposes to divide an existing property with 419,230 square feet of area (about 9.6 acres) into 2 lots each with just over 44,000 square feet and 180 square feet of frontage on Summer Street and leaving a parcel of 7.60 acres (open Space parcel C) with frontage on Adams Street.

Gino Carlucci provided comments indicating that the plan as prepared meets the requirements for endorsement.

- **On a motion made by Chan Rogers and seconded by Bob Tucker, the Board voted unanimously to endorse the plan as presented.**

**Informal Discussion Joe Greene, NWG Automotive Repair & Steve Lawton re: Properties at 71 Main St. and 76 Holliston St:**

The Board had an informal discussion with Mr. Greene who owns NWG Automotive Repair at 71 Main Street. He is looking to add drive-thru Honey Dew Donut shop at the site. The current building has a total square footage of 800 ft. Mr. Greene is looking to keep the gas pumps and propane on site. He would like to put the diesel into the ground in the future.

Member Rogers communicated that his background is traffic engineering and with two movements needed for the 30 customers that would be a total of 60 movements. With this amount of traffic added to that area, it would be extremely detrimental to the traffic flow through this intersection. The signals at this area are currently timed and working.

Member Tucker would also like to see a traffic study done. He was wondering about what will happen with the traffic going in and out of the gas pump area. Mr. Tucker was also inquiring about when is the peak time?

Mr. Greene indicated that the peak time is between 3:00 pm - 6:00 pm. The second busiest time is in the morning.

Susy Affleck-Childs communicated that there would essentially be a convenient store, gas pump, auto repair, and a drive-through at this location, all of which would need parking. Affleck-Childs was also inquiring about the placement of the drive-through window and the site queuing of the cars.

The representative from Honey Dew indicated that 7 to 9 cars are usually queued up on site. 30 cars in an hour is very good.

Chairman Rodenhiser wants to know how he plans to control the traffic with all the uses. This is a tough burden to prove with both safety and traffic issues. He also recommends that Mr. Greene and the other representatives attend an EDC meeting to discuss ideas.

Member Spiller-Walsh suggested to Mr. Greene that he look at a redesign with all three lots.

Member Tucker suggested that Gino Carlucci provide Mr. Greene with a copy of the study which was completed which looked at land use development options along route 109.

Tony Biocchi, a member of the ZBA was present. He communicated that if Mr. Greene were to acquire land in the back, this would make it easier for the flow. He could go for a Special Permit. The Zoning Board of Appeals can't consider easements.

The members all voiced their concern over the traffic issues at this site. Member Gay noted that he is not opposed to the possible redevelopment of the site. Mr. Gay recommended that he speak with the Economic Development Committee and Design Review committee and get some ideas from them.

### **CORRESPONDENCE:**

The Annual Dinner for the Medway Business Council will take place on May 20, 2010 at Restaurant 45. Featured speaker is Dennis Crowley regarding the Medway 300<sup>th</sup> anniversary celebration.

### **Pine Meadow Subdivision:**

Mr. Feldman has requested an extension to complete the Pine Meadow II Subdivision. Tetra Tech Rizzo will conduct a site inspection and update the bond estimate and the Board will consider extending the completion deadline at the May 25, 2010 meeting.

### **Franklin Creek:**

Susanna Vajentic requested another extension to complete the infrastructure work at Franklin Creek. Tetra Tech Rizzo will conduct a site inspection and update the bond estimate and the Board will consider extending the completion deadline at the May 25, 2010 meeting.

### **Affordable Housing Committee:**

The Affordable Housing Committee has conducted a formal RFP process to solicit proposals from professional consultants to develop a 5 year implementation strategy and budget for the

Medway Affordable Housing Trust fund. There were seven proposals received. The Affordable Housing Committee voted unanimously at its May 5, 2010 meeting to recommend the Town contract with Jennifer Goldson and Elizabeth Rust for the specified work. That contract will go to the BOS at its 5-17-10 meeting.

**Facility Management Study Committee:**

Member Gay informed the Board that the first meeting of the new Town Wide Facility Management Study meeting is scheduled for May 18, 2010.

**Zoning Articles Public Hearing:**

The Zoning Articles Hearing will take place on Thursday, May 27, 2010. The Board would like town counsel to be present.

**Affordable Housing:**

Member Gay reported on the May 1<sup>st</sup> bus trip to the Lincoln, Sherborn, Sudbury and Wayland to look at various ideas in relation to Affordable housing. In addition to Susy and Tom, the attendees included representatives from the Zoning Board of Appeals, School Board, Board of Selectmen, and Economic Development Committee. The trip included viewing four different developments Member Gay communicated that there was real validity in each approach. There was material provided at this trip and Susy Affleck-Childs will make sure to get it to the Board for review. This trip provided all with clarified ideas on what affordable housing can look like.

**School Building Committee:**

Member Tucker informed the Board that there was a meeting held with the School Building Committee. The project discussed was the repairing of the Middle School. The State has endorsed the architect selection. The Committee is now working on negotiating pricing with the selected architect.

**Design Review Committee:**

- 146 Main Street/Dick Steinhoff is working with the Design Review Committee. He is working on an AUOD Special Permit Application. Susy Affleck-Childs informed the Board that they can expect to see an application submittal within the next 4 to 5 weeks.
- Cumberland Farms met with Design Review Committee on May 3, 2010. This was a productive meeting. The Cumberland Farms companies along with four representatives were at the meeting to discuss the site and landscaping possibility.

**EDC Meeting:**

The EDC had a meeting on May 4, 2010. The Town was been notified of an award of \$40,000 for technical assistance for the Bottlecap lots through MassDevelopment. They will provide services to the town. The next EDC meeting is scheduled for Tuesday, June 1, 2010.

**Zoning Board of Appeals Article:**

Chairman Rodenhiser informed the Board that there was a meeting with himself, the Chairman of the Zoning Board of Appeals, and Town Counsel in regards to the ZBA's proposed warrant article. The warrant article involved language about the appeal process. This article was

reviewed and articulated by Counsel that the language in the article as presented will cause more problems and confusion for residents. It is understood that the ZBA has withdrawn the article.

**GIS:**

Member Gay is assisting with the researching of GIS companies. There was a web demonstration on May 10<sup>th</sup> from a company from Connecticut. It was noted that the contract must include the training and support to staff.

**Engineering Proposals:**

The review team will begin looking at the proposals for engineering consultant next week.

**Minutes:**

- **On a motion made by Bob Tucker and seconded by Tom Gay, the Board voted unanimously to approve the minutes of April 27, 2010 as written. (Member Chan Rogers and Andy Rodenhiser abstained from vote)**

**Future Meetings:**

The next regular PEDB meeting is scheduled for **May 18, 2010, No meeting on May 25<sup>th</sup>.**

Special Planning & Economic Development Board Meeting – Zoning Public Hearing  
(Thursday, May 27, 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 Bob Tucker, the Board voted unanimously to adjourn at 10:08 PM.**

The meeting was adjourned at 10:08 PM.

Respectfully Submitted,

  
Amy Sutherland  
Meeting Recording Secretary

  
Edited by Susy Affleck-Childs  
Planning and Economic Development Coordinator