

**September 27, 2011
Medway Planning and Economic Development Board
155 Village Street
Medway, MA 02053**

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

ABSENT WITH NOTICE: Chan Rogers

ABSENT WITHOUT NOTICE:

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

The Chairman opened the meeting at 7:00 pm.

The Chairman asked for any Citizen Comments.

Nick Turi, 8 Fisher Street:

The Board is in receipt of an email from Nick Turi relative to Pine Meadow subdivision. **(See Attached.)** He is concerned about the appearance of the property at the entrance to the subdivision which is next to his home. This was recently seeded with wild flower mix and the seeds are not germinating. There is wild grass growing, but that is about it. Mr. Turi is willing to plant some of his perennials to improve the site. It was suggested that this hill be cleared and stabilized and possibly covered with dark mulch.

Susy Affleck-Childs would like to check the decision to reference any language relative to the landscaping and ultimate ownership of this parcel.

Dave Pellegri will be checking the definitive subdivision plan to see what was specified for this area.

The Board recommends sending a letter to the owners and inviting the representatives to the next meeting.

Village Estates Definitive Subdivision Plan – Public Hearing Continuation

Mr. Paul DeSimone of Colonial Engineering was present at the meeting.

The Board is in receipt of a review memo from Tetra Tech dated September 22, 2011. **(See Attached)**

The applicant has surveyed the sidewalk locations that require repairs. These are now shown on the revised plan.

The Board is in receipt of several more Form Qs which is the request for Waivers from the Subdivision Rules and Regulations. **(See Attached).**

The next correspondence was from the Bill Donohue of Medway Department of Public Services which is dated September 26, 2011. **(See Attached).** This is a letter authorizing a waiver to the initial design of an 8" water main.

The Town of Medway Fire Chief Paul Trufant also provided a letter dated September 26, 2011. **(See Attached).** This letter references that there is no need to install a fire hydrant at the end of the new water main as there is a hydrant sufficiently close by on Village Street.

The Board discussed the curbs and berms and wants to wait to act on this until the drainage is figured out.

The applicant is also seeking a waiver from the road paving standard. Consultant Carlucci noted that another option is gravel.

Chairman Rodenhiser wanted to know where the forebays go on sheet 7 & 8.

Abutter, Mr. Wayne Brundage was also present at the meeting. He continues to express his concern regarding the sight distance from the end of the roadway at Village Street and about water from 272 Village Street coming onto his property.

Member Tucker would like further clarity on where the overflow of water will be going in the northwest corner of the lot.

Dave Pellegri will take a look at the water overflow.

The Board next discussed the concern about the sight distance.

Dave Pellegri responded that a lower height was used than required. This is based on ASHTO standards. The site distance does appear to be fine.

Dave Pellegri will check the standard relative to the composition of the roadway apron at Village Street. If the road is gravel, how far back should the paved apron extend?

The Board would like the plan to show the existing landscaping and what will be retained, and proposed. The Board wants this included on Sheet 5.

On a motion made by Karyl Spiller-Walsh and seconded by Bob Tucker, the Board voted unanimously to extend the deadline for Planning Board action on the Village Estates Definitive Subdivision Plan until October 30, 2011.

On a motion made by Karyl Spiller-Walsh and seconded by Bob Tucker, the Board voted unanimously to continue the hearing for Village Estates until October 11, 2011.

Bay Oaks Preliminary Subdivision Plan – 104 Fisher Street – Continued Public Briefing

Chairman Rodenhiser recused self at 8:00 pm.

Vice Chairman Tucker took over as Chairman.

Susy Affleck-Childs provided the Board with the draft of the comments from the Certificate of Action revised and dated September 22, 2011 which have taken place during the informal meetings. **(See Attached)**

The first comment discussed is relative to the resurfacing the retaining wall.

Member Tucker is concerned about putting a face stone on such a big structure.

Susy Affleck-Childs communicates that the Board can ask the applicant to come up with a proposal.

Member Gay does not want to reduce the width of the existing retaining wall by adding a field stone surface to it. He did go to visit the site and is not concerned about width but about the soil behind the retaining wall.

Mr. Rodenhiser suspects that there is ledge behind the walls.

The Board next discussed the need for a demonstration of 2 way traffic in the roadway between the retaining wall.

Member Tucker accepts the photographs which were presented as a demonstration of 2 way traffic. **(See Attached.)**

Member Spiller-Walsh is comfortable with the demonstration of the vehicles as presented by the photographs.

Affleck-Childs will remove and eliminate that item relative to the demonstration.

The Board next discussed item #14 regarding pedestrian safety.

Member Tucker notes that he will have to evaluate the feasibility of this.

Affleck-Childs also notes that Fisher Street is a scenic road and the applicant will need to address this item.

Member Tucker wanted to know what is a significant tree.

Affleck-Childs responded that it is defined in the Scenic Road Rules and Regs.

Member Spiller-Walsh appreciates that the retaining wall defines the access and that it is pre-existing. Her concern continues to be the children, who may be walking between these walls; there is no real way to get out of the way when cars come up the road. This is a unique and dangerous spot for pedestrians. There needs to be an alternative which would address the concern.

On a motion made by Tom Gay and seconded by Karyl Spiller-Walsh, the Board voted unanimously to accept the Certificate of Action with the edits to Items #8 & #13.

Susy will make the modifications and will file this document with the Town Clerk.

NOTE – Mr. Rodenhiser returned to the table and resumed chairing the meeting.

Engineer's Report – Dave Pellegrini

Speroni Acres

Dave Pellegrini reported that Merrikin Engineering would like to be on the October 25, 2011 agenda. Dave will incorporate all comments for the meeting. This will be a joint presentation. It was suggested that the neighbors be invited to this meeting.

Dave Pellegrini did communicate that the two basins do match at the entrance. The third basin does not. There is a problem with the wetland delineation. There will be comments relative to the maintenance. This needs to be provided by Merrikin. Dave will provide color coded easement lines. The basins now are stabilized with growth which is good.

It was suggested that we ask Town Counsel about the options for addressing the location of the easements. How can we make this work for all parties with the best outcome for all? What are the potential options available? It was also noted that maybe we need to explore the existing water issue. The Board would like to invite Tom Holder to the meeting.

The Board needs to look at setting up a date for this. It was suggested November 8, 2011.

Evergreen Meadow:

The Board is in receipt of a memo from Tetra Tech Rizzo dated September 6, 2011. **(See Attached)** This memo is in relation to the cleaning of the drainage system located at the Evergreen Meadow Subdivision. The system was cleaned satisfactorily. This completes the punch list.

The Board is also in receipt of a memo dated September 22, 2011 from Susy Affleck-Childs relative to the paperwork for the roadway layout for Iarussi Way. **(See Attached)**.

On a motion made by Bob Tucker and seconded by Tom Gay, the Board voted unanimously to recommend as specified the road layout for Iarussi Way as presented on the Street Acceptance Plan prepared by GLM Engineering dated August 1, 2011 as presented.

Susy will be attending the Conservation Commission next Wednesday to confirm their concurrence to accept the donation of the open space parcel.

Franklin Creek

The Board is in receipt of the field observation form from Tetra Tech Rizzo dated September 20, 2011 along with a draft letter dated September 26, 2011 to send to the neighbors. **(See Attached)**

Dave Pellegrini informed the Board that DPS staff Tom Holder and Jim Smith were also on-site to speak with Marko Vajentic regarding the pavement settling issues on Franklin Street. Dave also noted that the calculated amount of top course varied from the provided paving slips, thus the need for additional tests to verify pavement depths. There were six cores taken with variations in paving thickness.

The Board agrees that there is no need to rip up the road although it is low in a couple of spots. The Board decided that a letter be written to the abutters on Franklin Creek Lane noting that this will remain a permanent private way and will not be considered as an accepted street. Susy and Dave will work on that.

Consulting Planner's Report – Gino Carlucci

Department of Conservation and Recreation Grant:

Gino Carlucci is preparing a grant application to the Massachusetts Department of Conservation and Recreation for \$15,000 from the federally funded Recreational Trails Grant Program. This will be to construct a trail at the Medway Amphitheatre Site.

On a motion made by Bob Tucker and seconded by Karyl Spiller-Walsh, the Board votes unanimously to support the Town's application for the Mass Department of Conservation and Recreational Trails Grant Program.

Susy will draft a letter.

Appointment to the Medway Design Review Committee:

On a motion made by Bob Tucker and seconded by Tom Gay, the Board votes unanimously to appoint Bruce Hamblin as an Associate Member to the Medway Design Review Committee for a term through June 30, 2011.

Member Tucker left at 9:00 pm.

Fall Town Meeting Warrant Articles:

The Board is in receipt of a memo from Susy listing the possible five warrant articles. **(See Attached.)**

The Chairman wanted to know which articles would be revenue articles.

Susy Affleck-Childs noted that #1, #4, & #5 were revenue articles.

The Board agreed that they need to still work on the article regarding a definition of frontage. The Board does not want it placed on the warrant for the fall town meeting.

The articles which will be submitted for the November 14, 2011 Town Meeting will be:

1. Street Acceptance for Iarussi Way (Evergreen Meadow)
2. Amend Zoning Map – Change Zoning of a small parcel west of I-495 from ARI to Industrial III.
3. Zoning – Allow for accessory family dwelling units by special permit from the ZBA in Commercial III and IV. (add business and industrial areas)
4. Zoning – Allow for home based businesses by right in Commercial II and IV

Susy Affleck-Childs noted that she had been informed by Rich Dunne, chairman of the BOS, that they did not want any zoning articles for the fall town meeting.

Medway Livable Community Workshop:

There will be a Medway Livable Community Workshop on Wednesday October 5, 2011 from 5:30 -7:30 pm at the Charles River Bank, 70 Main Street. The workshop will explore the everyday challenges of getting around and living along Medway's Route 109/Main Street corridor with a focus on the area between Holliston and Highland Streets.

Fall 2011 CPTC Workshops:

The Board is in receipt of a packet including the fall 2011 Workshops offered through the Citizen Planner Training Collaborative.

Meeting Minutes:

September 13, 2011

On a motion made Karyl Spiller-Walsh and seconded by Tom Gay, the Board voted unanimously to accept the minutes from September 13, 2011.

Adjourn:

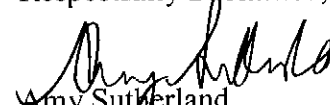
On a motion made by Karyl Spiller-Walsh, and seconded by Tom Gay, the Board voted unanimously to adjourn the meeting at 9:30 pm.

Future Meetings:

The next meetings scheduled are: Tuesday, October 11 & 25, 2011.

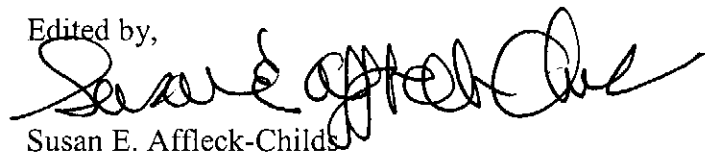
The meeting was adjourned at 10:30 PM.

Respectfully Submitted,


Amy Sutherland
Meeting Recording Secretary

*Minutes of September 27, 2011 Meeting
Medway Planning & Economic Development Board
Approved 10-25-2011*

Edited by,

A handwritten signature in black ink, appearing to read "Susan E. Affleck-Childs". The signature is fluid and cursive, with a large initial "S" and "A".

Susan E. Affleck-Childs
Planning and Economic Development Coordinator

Susan Affleck-Childs

From: Nicholas Turi [videreman@hotmail.com]
Sent: Tuesday, September 27, 2011 9:38 AM
To: Susan Affleck-Childs
Subject: Medway Planning and Economic Development Board Meeting - Pine Meadow discussion

Importance: High

Hi Susy,

I was wondering if you could give me a call when you have chance? My cell number is 508-254-9181.

My questions are in reference to the Pinemeadow project. I've been in contact with Gary Feldman several times about the grooming and planting on the hill adjacent to my property. The landscaper (Matt Facilino) has attempted to shoot the hill with wildflower seed and hasn't been successful, two years in a row. I know the reason and have brought it to the attention of the project manager (Gary) but there is still a lack of priority and concern for the appearance of that entrance to that development and the project in general. The latest attempt this year to seed the hill was similar to last year. The contractor waits until the hill is covered with weeds (crabgrass and all sorts of broad leaf weeds) then shoots it with wild flower seed. The seed mix formula used never has a chance to hit the ground. The weeds attract all the paste seed mix and it never gets chance to get to the ground to germinate. I am not a horticulturists but I know enough to say that this will never germinate unless it is done early in the season or better preparations to the ground are made.

Sorry, It seems if I don't cry out nothing gets done. You know this has been a struggle for us having the Pinemeadow project lurking in our back yard. Sitting in our home looking at what is a forgotten project by the owners. It is a real eye sore again with weeds, saplings and rock as our back drop to our home. I would like to know if we have any time line for the project or any updates from the owners? Do we need another town meeting with the owners to get at least the hill done properly much less a commitment on some progress? I hope you can help us.

Thank you,

Nick

Nick Turi and Family
8 Fisher Street
Medway, Ma 02053

From: sachilds@townofmedway.org
To: videreman@hotmail.com; sj90@comcast.net
Subject: 1-25-2011 Medway Planning and Economic Development Board Meeting - Pine Meadow discussion
Date: Thu, 20 Jan 2011 19:03:58 +0000

HI,

The agenda item re: Pine Meadow is scheduled for 7:45 pm. We do have a short public hearing before that, so the time is a good estimate right now. The meeting will be held at Medway Town Hall at 155 Village Street.

Gary . . please be prepared for you and/or the owners to provide an update on the project status and to present your plan for spring construction and your plans to address Mr. Turi's concerns.

Thanks.

Susy

Susan E. Affleck-Childs
Medway Planning and Economic Development Coordinator
155 Village Street
Medway, MA 02053

508-533-3291



RECEIVED
SEP 22 2011
TOWN OF MEDWAY
PLANNING BOARD

August 3, 2011
(Revised September 22, 2011)

Mr. Andy Rodenhiser
Chairman, Planning and Economic Development Board
Medway Town Hall
155 Village Street
Medway, MA 02053

**Re: Village Estates
Definitive Subdivision Review
Medway, Massachusetts**

Dear Mr. Rodenhiser:

Tetra Tech (TT) previously performed a review of the proposed Site Plan for the above – mentioned project. The project includes the construction of a new roadway to service one new residential house lot and an existing single family house currently on the property. The roadway is proposed to be a permanent private way upon completion of the project. The existing house is designated to remain, although the existing gravel driveway and barn will be demolished, with access now being proposed from the new roadway. The new house lot will require utilities servicing the parcel including sewer, water, private utilities, and stormwater. The stormwater design will incorporate the runoff from the proposed roadway and both parcels. The sanitary sewer will need to be extended from the intersection of Village Street and Brookside Road, within Village Street and through the end of the proposed “Road A” to service the new house lot.

TT previously received the following materials:

- A plan (Plans) set entitled “Village Estates, Definitive Subdivision, Permanent Private Way”, dated July 25, 2011, prepared by Colonial Engineering, Inc. and Merrikan Engineering, LLP.
- A drainage report (Drainage Report) entitled “Stormwater Report: 272 Village Street, Medway, MA, 2-Lot Residential Subdivision”, dated July 20, 2011, prepared by Merrikan Engineering, LLP.

The Plans, Drainage Report and accompanying materials were originally reviewed for conformance with the Town of Medway, Massachusetts Planning Board Rules and Regulations, Zoning Bylaw (ZBL) (Updated on September 18, 2007), the MA DEP



TETRA TECH

Storm Water Management Standards (Revised January 2008), Town of Medway Water/Sewer Department Rules and Regulations, and good engineering practice. The following is a list of comments generated during the review of the design documents. Reference to the applicable regulation requirement is given in parentheses following the comments.

On September 16, 2011, TT received a second set of updated plans addressing our original comments from Merrikan Engineering, LLP. Their responses are provided in italics below our original comments. We have reviewed the applicant's plans and have updated our comments, bulleted below the original comment or reply.

The following items were found to be not in conformance with Town of Medway, Massachusetts Zoning Bylaw & Map, or requiring additional information:

No comments

The following items were found to be not in conformance with the Rules and Regulations for the Review and Approval of Land Subdivisions (Chapter 100), or requiring additional information:

Section 5.0-Procedures for Submission, Review and Action on Definitive Subdivision Plans

1. Calculations for proposed piping system using the Rational Method for the 25-year storm event shall be provided (Ch. 100 §5.5.9 (h))

ME Response:

These calculations have been provided in the attached stormwater report supplement. It should be noted that only one pipe actually could be calculated using the rational method, that being the pipe from the westerly forebay at the beginning of the road. The other two pipe flows are dictated by the Hydrocad calculations and the infiltration trench outlet structures.

- TT 8/3/11 Update: This item has been addressed to our satisfaction.
2. Present widths of existing streets and Private ways within 700' shall be provided. (Ch. 100 §5.7.12)
 - TT 8/3/11 Update: This item has been addressed to our satisfaction.
 3. The existing and proposed location of the Base Flood Elevation shall be shown on the plans if encountered within 700' of the subdivision. (Ch. 100 §5.7.13)



- TT 8/3/11 Update: This item has been addressed to our satisfaction.
4. The calculation of the lot shape factor shall be provided. (Ch. 100 §5.7.14)
 - TT 8/3/11 Update: This item has been addressed to our satisfaction.
 5. Proposed layout of electric, telecommunications, natural gas, cable, and spare communications conduit shall be shown on the plans. (Ch. 100 §5.7.19)
 - TT 8/3/11 Update: Electric, telecommunications, natural gas and cable have all been shown on the revised plans. However, a spare conduit is not shown on the plans.
 - TT 9/22/11 Update: A spare conduit is now shown on the plans.
 6. At least two benchmarks are to be shown on each plan and profile sheet. (Ch. 100 §5.7.20)
 - TT 8/3/11 Update: This item has been addressed to our satisfaction.
 7. A note shall be added to the cover sheet of the Definitive Subdivision Plan indicating that all improvements shall be constructed in accordance with Mass DOT handicap requirements and the current ADA/AAB requirements in effect at the time of construction. (Ch. 100 §5.7.34)
 - TT 8/3/11 Update: This item has been addressed to our satisfaction.

Section 7.0-Design and Construction Standards

8. Water pipes shall be extended and connected to form a loop type system. (Ch. 100 §7.6.2 (b))
 - TT 8/3/11 Update: A waiver has been requested by the applicant for this item.
9. A spare communication conduit shall be installed in the same trench with electric, telephone, and cable conduit for future use by the Town of Medway. The board shall determine if this applies to private roadways. (Ch. 100 §7.6.2 (h))
 - TT 8/3/11 Update: A spare conduit is not shown on the plans.
10. Infiltration systems shall be located on separate parcels. The board shall determine if this applies to private roadways. (Ch. 100 §7.7.2 (p)).



11. Substantial landscaping and planting shall be provided around detention and retention basins to the satisfaction of the board. We believe that the intent of this regulation extends to large infiltration trenches such as that proposed on this project. (Ch. 100 §7.7.2(r))

ME Response:

The plan has been revised to add a planting scheme around the proposed infiltration trenches. It should be realized, however, that these infiltration trenches are less than one-foot deep and will barely be noticeable as a drainage feature in the landscape. As such, screening is not a significant concern. To the contrary, these shallow features could easily be moved on a regular basis as part of the lawn areas for the adjacent homes and would therefore be aesthetically pleasing, requiring no screening.

- TT 8/3/11 Update: This item has been addressed to our satisfaction.

12. The width of the Right of Way should be noted on the plans and meet the minimum requirements. (Ch. 100 §7.9.4 (a))

- TT 8/3/11 Update: This item has been addressed to our satisfaction.

13. Diameter of the cul-de-sac shall be provided on the plans and meet the minimum requirements. (Ch. 100 §7.9.4 (c))

- TT 8/3/11 Update: This item has been addressed to our satisfaction.

14. The applicant shall ensure that an adequate turnaround acceptable to the fire chief is provided. (Ch. 100 §7.9.6(d))

15. Vertical granite curbing shall be installed at the intersection. A note and detail shall be provided on the plans. (Ch. 100 §7.10.1)

- TT 8/3/11 Update: This item has been addressed to our satisfaction.

16. Sidewalks exist along the entire frontage of the subdivision parcel along the existing Town way, however the board shall review and determine the ability of the existing sidewalk to provide safe pedestrian access and meet accessibility requirements. (Ch. 100 §7.13.3)

- TT 8/3/11 Update: If project is completed after the town sidewalk improvement project, the applicant shall meet and match existing sidewalk at entrance. If this project precedes town sidewalk



TETRA TECH

improvement project, then new sidewalks will be required per the boards discretion to provide safe pedestrian access. New sidewalks in this scenario shall meet and match existing.

- TT 9/22/11 Update: The applicant has surveyed sidewalk locations that require repairs as requested by TT. These locations are now provided on the revised plans.

17. Fire alarm system shall be installed and shown on plan. (Ch. 100 §7.17.1)

- TT 8/3/11 Update: A waiver has been requested by the applicant for this item.

18. To enhance the aesthetic quality of the streetscape, street Trees shall be planted. (Ch. 100 §7.19.2)

- TT 8/3/11 Update: We would recommend street trees be planted along west side of driveway to replace 30" pines designated to be removed to maintain buffer screening.

19. No street lights are proposed. (Ch. 100 §7.21)

- TT 8/3/11 Update: A waiver has been requested by the applicant for this item.

20. Monuments shall be installed along the roadway layout at all points of curvature and angle points. They shall also be installed along easements at each angle point. (Ch. 100 §7.25.1)

- TT 8/3/11 Update: This item has been addressed to our satisfaction.

21. A detail of the monument shall be provided on the plans. (Ch. 100 §7.25.2)

- TT 8/3/11 Update: This item has been addressed to our satisfaction.

The following items were found to be not in conformance with the MA DEP Storm Water Management Standards, or requiring additional information:

22. The Infiltration Trench #2 Detail is noted twice on the plan. This should be revised to include Infiltration Trench #3 Detail.

ME Response:



The trench #3 detail is on the plan, it was just labeled incorrectly, which has been corrected.

- TT 8/3/11 Update: This item has been addressed to our satisfaction. However, Infiltration Trench #3 was designed using an infiltration rate of 8.27 in/hr. Standard 3 located in Volume 1, Chapter 1, Page 7 of the Massachusetts Stormwater Handbook states that...*"To ensure the long-term operation of infiltration BMP's, pretreatment is required before discharge to an infiltration BMP... discharges to the ground within an area with a rapid infiltration rate (greater than 2.4 inches per hour)...at least 44% of the total suspended solids must be removed prior to discharge to an infiltration structure."* Additionally, Standard 4 states that...*"The required water quality volume equals 1.0 inch of runoff times the total impervious area of the post-development project site for a discharge if within an area with a rapid infiltration rate (greater than 2.4 inches per hour). Measures should be taken in the design to address these issues."*

23. All infiltration trench details should note the groundwater elevation.

ME Response:

As requested, groundwater elevations have been added to each detail.

- TT 8/3/11 Update: This item has been addressed to our satisfaction.

24. The 3-3" diameter holes in the outlet headwall for infiltration trench #1 should be routed through device 4 (12" culvert) and not modeled as primary outlet.

ME Response:

The node for Infiltration Trench #1 has been revised to route the three 3-inch outlets routed through the pipe. Since the 3-inch orifices are the control, the re-routing does not change the results of the model in any way.

- TT 8/3/11 Update: This item has been addressed to our satisfaction.

25. The outlet headwall detail for infiltration trench #1 and infiltration trench #2 notes an 8 inch thick wall however in the Hydrocad model the weir has a width of 0.5 feet.

ME Response:

The plan detail has been changed to specify a 0.5" thick headwall section, consistent with the hydrology calculations.



TETRA TECH

- TT 8/3/11 Update: This item has been addressed to our satisfaction. However, we assumed the applicant meant a headwall section thickness of 0.5' as opposed to 0.5".
- TT 9/22/11 Update: The plan was modified accordingly.

26. Redox was observed in hole OTH#3 at 15 inches (elev.178.05). The bottom elevation of infiltration trench #2 is 180.00; this only provides 1.95 feet separation.

ME Response:

It was noted that it appeared that the groundwater separation for this trench was only 1.95 feet. In reality, however, the ground elevation at OTH 3 is 179.25 (it was rounded up to the nearest tenth in the soils log), and therefore, the seasonal high-groundwater elevation is 178.0, which is two feet below the bottom of the infiltration trench. If desired, we could raise the trench by 0.05', but this would be a symbolic gesture, with no practical benefit.

- TT 8/3/11 Update: This item has been addressed to our satisfaction.

27. A mounding analysis shall be provided for all infiltration trenches and all infiltration fields since separation to groundwater is less than 4 feet.

ME Response:

We have performed a mounding analysis for each of the proposed infiltration trenches and fields as discussed in the attached stormwater report supplement.

- TT 8/3/11 Update: This item has been addressed to our satisfaction.

The following items were found to be not in conformance with the Town of Medway – Water/Sewer Department Rules and Regulations, or requiring additional information:

Water

28. Water hydrant shall be clearly identified on plan. It appears that there is a hydrant symbol located at the end of Road "A" but it is not labeled. (Construction Methods-1)

- TT 8/3/11 Update: This item has been addressed to our satisfaction.



TETRA TECH

29. There should be three valves at the roadway intersection unless otherwise approved by the Department of Public Works (Construction Methods-5).
- TT 8/3/11 Update: This item has been addressed to our satisfaction.
30. A hydrant detail should be provided. The detail should identify the hydrant be backed by $\frac{1}{4}$ yard of concrete against trench wall and be surrounded with $\frac{1}{4}$ yard of $\frac{3}{4}$ inch stone for drainage. (Construction Method-7).
- TT 8/3/11 Update: This item has been addressed to our satisfaction.
31. It is unclear by looking at the profiles whether or not the waterline is set to a depth of 4.5 feet below proposed grade. If not, the drawing shall be modified to reflect this minimum cover requirement. (Construction Method-8)
- TT 8/3/11 Update: This item has been addressed to our satisfaction.
32. Where will the electric and gas services be located? Water Services shall be 3' away. Private utilities should be added to the plans to determine the sufficient spacing. (Construction Method-14)
- TT 8/3/11 Update: This item has been addressed to our satisfaction.
33. The size of the existing waterline in Village Street shall be noted.
- TT 8/3/11 Update: This item has been addressed to our satisfaction.
34. The method of connection between the existing and proposed waterlines shall be noted.
35. Water service to the building should be shown on the plans.
- TT 8/3/11 Update: This item has been addressed to our satisfaction.

Sewer

36. Sewer service to the building shall be shown on plans. (Construction Method-1)
- TT 8/3/11 Update: This item has been addressed to our satisfaction.
37. $\frac{3}{4}$ -inch crushed stone shall be installed six inches over and below the sewer pipe. A typical trench detail is provided, however it does not meet the requirements for



TETRA TECH

sewer trenching. Separate details should be provided for the individual utilities proposed on the project.

- TT 8/3/11 Update: This item has been addressed to our satisfaction.

The following items were found to be not in conformance with good engineering practice or requiring additional information:

38. How will Village Street be repaired upon completion of the utility work? The plans should show sawcut lines, limits of pavement, curb, and sidewalk repairs. Private utility connections should also be shown since those locations may drive the limits of repair.

- TT 8/3/11 Update: Sawcut lines are now shown on plan. We would like to also see limits of sidewalk reconstruction. All work within Right-of-Way shall comply with the DPW conditions for their road opening permit.

39. Existing trees/brush should be shown on plans. It's unclear what trees/brush fall within the project limits on the southwest corner of the site. If there are additional trees identified for demolition, they should be noted on the plans.

- TT 8/3/11 Update: This item has been addressed to our satisfaction.

40. Is there existing vegetation (other than lawn/garden) designated for removal on Lot 2? If so, we would like to see some replacement trees/vegetation be added.

- TT 8/3/11 Update: This item has been addressed to our satisfaction.

41. Please provide fine grading at entrance to Road "A". It is currently difficult to understand how water will be directed towards the sediment forebay and not out to Village Street.

ME Response:

The 20 scale detail has been updated with additional spot elevations to clarify how the entry of the road will be graded to shed runoff into the adjoining sediment forebays.

- TT 8/3/11 Update: This item has been addressed to our satisfaction.

42. We would recommend some landscaping be proposed around large infiltration trenches.



TETRA TECH

- TT 8/3/11 Update: A waiver has been requested by the applicant for this item.
43. Are easements required in Private Roadway for public utilities?
44. Verify that the Water/Sewer board and/or the Medway Department of Public Works has confirmed sufficient capacities in both the existing water and sewer lines within Village Street to accept the additional flows from the proposed development.
45. Verify that silt fence is not required by the Conservation Commission.
- TT 8/3/11 Update: This item has been addressed to our satisfaction.
46. Please provide a note that the 12-inches of gravel below the proposed roadway shall meet the Massachusetts Department of Transportation specifications for gravel borrow.
- TT 8/3/11 Update: This item has been addressed to our satisfaction.
47. The majority of the house is within the 100-foot buffer zone. The applicant should update the Planning Board regarding the status of the Conservation Commission review.
48. A waiver is being requested for a reduction in radius for the curbing at the entrance to the site. The applicant should provide testimony from the fire department that this waiver will not negatively impact emergency vehicles.
49. One of the future driveways extends over bituminous berm. This should be modified or clarified.
- TT 8/3/11 Update: This item has been addressed to our satisfaction.
50. A Flared End section detail should be provided.
- TT 8/3/11 Update: This item has been addressed to our satisfaction.
51. A Thrust Block detail should be provided.
- TT 8/3/11 Update: This item has been addressed to our satisfaction.
52. The water line should be reduced from an 8" to a 6" CLDI pipe unless design capacity or safety design dictates otherwise.



TETRA TECH

These comments are offered as guides for use during the Town's review. If you have any questions or comments, please feel free to contact us at (508) 903-2000.

Very truly yours,

David R. Pellegri, P.E.
Sr. Project Manager

P:\21583\127-21583-11008\PROJ\MGMT\REVIEW\LTR_VILLAGE ESTATES_2011-09-22.DOC

Medway Planning and Economic Development Board
FORM Q - Request for Waiver from Rules and Regulations
 Complete 1 form for each waiver request

Project Name:	Village Estates
Property Location:	272 Village Street
Type of Project/Permit:	
<i>Identify the number and title of the relevant Section of the applicable Rules and Regulations from which a waiver is sought.</i>	7.6.2 (b) Water Facilities Installation
<i>Summarize the text of the relevant Section of the Rules and Regulations from which a waiver is requested.</i>	Water mains, with hydrant, valves and other fittings, shall be constructed and installed within the subdivision for adequate water supply for domestic and fire protection use.
<i>What aspect of the Regulation do you propose be waived?</i>	The requirement for water main, with hydrant, valves and other fittings.
<i>What do you propose instead?</i>	Install a common 2" water service line or two 1 1/2" water service-lines.
<i>Explanation/justification for the waiver request. Why is the waiver needed? Describe the extenuating circumstances that necessitate the waiver request.</i>	There is an existing fire hydrant within 100 ft from road opening along Village Street. The existing Hydrant is with in the state required setback distances from the existing structure and the proposed dwelling.
<i>What is the estimated value/cost savings to the applicant if the waiver is granted?</i>	The owner would need to get price estimates from contractors.
<i>How would approval of this waiver request result in a superior design or provide a clear and significant improvement to the quality of this development?</i>	See attached letters from the fire chief and department of public services.
<i>What is the impact on the development if this waiver is denied?</i>	The possibility of water main with low usage that could become stagnate.
<i>What are the design alternatives to granting this waiver?</i>	
<i>Why is granting this waiver in the Town's best interest?</i>	There would be no gate valve's installed at Village Street to be maintained by the town, there
<i>If this waiver is granted, what is the estimated cost savings and/or cost avoidance to the Town?</i>	Town cost saving would be for the maintence of water gates.
<i>What mitigation measures do you propose to offset not complying with the particular Rule/Regulation?</i>	This item would have to be addressed with the owner
<i>What is the estimated value of the proposed mitigation measures?</i>	N/A
<i>Other Information?</i>	
Waiver Request Prepared By:	Paul Desimone
Date:	26-Sep-11

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 SEP 27 2011

TOWN OF MEDWAY
 PLANNING BOARD

Medway Planning and Economic Development Board
FORM Q - Request for Waiver from Rules and Regulations
 Complete 1 form for each waiver request

Project Name:	Village Estates
Property Location:	272 Village Street
Type of Project/Permit:	Definitive subdivision
Identify the number and title of the relevant Section of the applicable Rules and Regulations from which a waiver is sought.	7.10.2 Curbs and Berms
Summarize the text of the relevant Section of the Rules and Regulations from which a waiver is requested.	Curbing shall be provided the full length of all streets along each side of the roadway.
What aspect of the Regulation do you propose be waived?	The requirement for hot mix asphalt cap cod berm.
What do you propose instead?	Gravel earth berm.
Explanation/justification for the waiver request. Why is the waiver needed? Describe the extenuating circumstances that necessitate the waiver request.	Owner is requesting a waiver of the road pavement. If granted there would be no practical use for hot mix asphalt cape cod berm.
What is the estimated value/cost savings to the applicant if the waiver is granted?	Owner would need to get estimate from paving contractor.
How would approval of this waiver request result in a superior design or provide a clear and significant improvement to the quality of this development?	The proposed gravel berm would be a replacement for the cape cod berm. The significant improvement relates more to the requested waiver from the required pavement of the road.
What is the impact on the development if this waiver is denied?	None
What are the design alternatives to granting this waiver?	Gravel earth berm for any water run off.
Why is granting this waiver in the Town's best interest?	The proposed private road is only for the addition of one single family home or possible duplex. A full road build out would take from the natural setting.
If this waiver is granted, what is the estimated cost savings and/or cost avoidance to the Town?	None Private Road.
What mitigation measures do you propose to offset not complying with the particular Rule/Regulation?	This item would have to addressed with owner.
What is the estimated value of the proposed mitigation measures?	n/a
Other Information?	
Waiver Request Prepared By:	Paul DeSimone
Date:	26-Sep-11

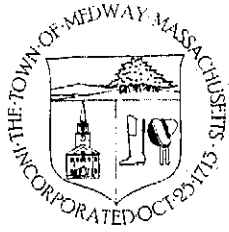
R E C E I V E D
 SEP 27 2011

TOWN OF MEDWAY
 PLANNING BOARD

Medway Planning and Economic Development Board
FORM Q - Request for Waiver from Rules and Regulations
 Complete 1 form for each waiver request

Project Name:	Village Estates
Property Location:	272 Village Street
Type of Project/Permit:	Definitive Subdivision
Identify the number and title of the relevant Section of the applicable Rules and Regulations from which a waiver is sought.	7.9.7 (H) Roadway Construction
Summarize the text of the relevant Section of the Rules and Regulations from which a waiver is requested.	Pavement for roadways in subdivisions shall be hot mix asphalt pavement.
What aspect of the Regulation do you propose be waived?	Hot mix asphalt pavement.
What do you propose instead?	Compacted gravel.
Explanation/justification for the waiver request. Why is the waiver needed? Describe the extenuating circumstances that necessitate the waiver request.	There is only one additional single family home or possible duplex proposed on this property. The indented requirement for a 18' wide paved road would have the capacity for many more homes.
What is the estimated value/cost savings to the applicant if the waiver is granted?	Owner would have to get estimates from a paving contractor.
How would approval of this waiver request result in a superior design or provide a clear and significant improvement to the quality of this development?	The significant improvement would be less impervious material on site, storm water recharge would be greater than required. The gravel road would be less of a visual impact to the surrounding settings.
What is the impact on the development if this waiver is denied?	None
What are the design alternatives to granting this waiver?	Impervious gravel road maintained by the property owner.
Why is granting this waiver in the Town's best interest?	A full road build out would only take from the natural Village Street setting.
If this waiver is granted, what is the estimated cost savings and/or cost avoidance to the Town?	None (Private Road).
What mitigation measures do you propose to offset not complying with the particular Rule/Regulation?	This item would have to be addressed with the owner.
What is the estimated value of the proposed mitigation measures?	N/A
Other Information?	
Waiver Request Prepared By:	Paul DeSimone
Date:	26-Sep-11

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SEP 27 2011
 TOWN OF MEDWAY
 PLANNING BOARD



TOWN OF MEDWAY
DEPARTMENT OF PUBLIC SERVICES
MEDWAY, MASSACHUSETTS

*Entrusted To
Manage The
Public
Infrastructure*

THOMAS M. HOLDER
DIRECTOR

DAVID D'AMICO
DEPUTY DIRECTOR

RECEIVED
SEP 27 2011

TOWN OF MEDWAY
PLANNING BOARD

September 26, 2011

RE: Letter of Waiver for Village Estates (Rear of 272 Village St)

Dear Mr. Santoro,

Per your request this letter is to provide a waiver to the initial design of an 8" water main which you had originally proposed for the Village Estates project. Your new proposal to install a common 2" water service line or two 1 1/2" water service lines is approved by the Water & Sewer Department. The 8" line is no longer required since you are not required to have a private fire hydrant on the property any longer, as determined by the Medway Fire Department in a letter of waiver to you.

All water and sewer installations must be done in accordance with the Town of Medway's Water and Sewer Regulations. The curb valves for each water connection must be outside of the Town right of way, on the Village Estates property.

Please contact us with any questions you may have at 508-533-3208.

Thank you, 

William Donahue | Superintendent

Water & Sewer Division

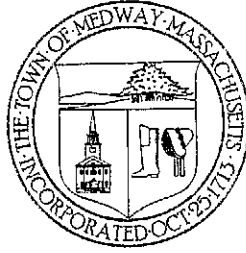
HIGHWAY - WATER - SEWER - FLEET - PARKS - FACILITIES - SOLID WASTE

TOWN OFFICES | 155 VILLAGE STREET | MEDWAY, MASSACHUSETTS 02053 | TEL 508-533-3275

*Town of Medway
Fire Department*

*Paul L. Trufant, Chief
44 Milford Street
Medway, MA 02053*

*Tel: (508) 533-3213
Fax: (508) 533-3254*



RECEIVED
SEP 26 2011

TOWN OF MEDWAY
PLANNING BOARD

September 26, 2011

RE: Village Estates
272 Village Street
Medway, MA 02053

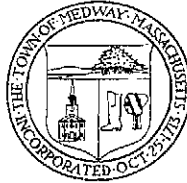
To Whom It May Concern,

In reviewing the plans it was found that a fire hydrant is within approximately 100 feet of the new proposed road. Unless there is a town bylaw that states a hydrant is required at the end of the new water main I do not see it necessary to install a hydrant.

If you have any further questions please feel free to contact me on (508)533-3211.

Sincerely,

Chief P.L. Trufant



TOWN OF MEDWAY
Planning & Economic Development Board
155 Village Street - Medway, Massachusetts 02053
508-533-3291
planningboard@townofmedway.org

Andy Rodenhiser, Chairman
Robert K. Tucker, Vice-Chairman
Thomas A. Gay, Clerk
Cranston (Chan) Rogers, P.E.
Karyl Spiller Walsh

REVISED DRAFT – September 22, 2011

CERTIFICATE OF ACTION
Bay Oaks Preliminary Subdivision Plan
104 Fisher Street

You are hereby notified that at a duly called and properly posted meeting held on September 27, 2011, the Town of Medway Planning and Economic Development Board (PEDB) concluded its review of the Bay Oaks Preliminary Subdivision Plan, prepared by GLM Engineering of Holliston, MA dated July 12, 2011 and last revised August 9, 2011, for the 8.78 acre property located at 104 Fisher Street. The Board also approved the filing of this document with the Medway Town Clerk.

BACKGROUND – An application with a preliminary subdivision plan was filed with the PEDB by Andy Rodenhiser, owner of 104 Fisher Street, on July 14, 2011. The 8.78 acre subject property (Medway Assessors Map 4, Parcel 44A-6A) is located in Medway's Agricultural-Residential I zoning district. Upon receipt of the application, a Public Briefing was scheduled to occur during the PEDB's next regular meeting on July 26, 2011.

DISCLOSURE - The applicant, Andy Rodenhiser, is presently an elected member of the Medway Planning and Economic Development Board and serves as its chair. Before submitting any preliminary subdivision application documents to the Town, Mr. Rodenhiser consulted with Medway Town Counsel Barbara Saint Andre and the Massachusetts Ethics Commission regarding conflict of interest issues. As a result of those discussions, the following actions were taken:

1. Mr. Rodenhiser recused himself from sitting on the PEDB during the public briefings on his proposed subdivision. He departed the Board table and sat across from the Board, as is customary for all applicants, during the proceedings,
2. Statement of Disclosure of Appearance of Conflict of Interest – On the advice of Town Counsel, the remaining 4 PEDB members (Robert Tucker, Tom Gay, Karyl Spiller-Walsh, and Chan Rogers) along with Planning Consultant Gino Carlucci,

Engineering Consultant Dave Pellegri, and Medway Planning and Economic Development Coordinator Susan Affleck-Childs prepared Disclosures of Appearance of Conflict of Interest as required by MGL c 268A, section 23 (b) (3). PEDB member disclosure statements were filed with the Medway Town Clerk; staff and consultant disclosure statements were filed with the Medway Town Administrator's office. The existence of such disclosure statements was announced during the July 26, 2011 Public Briefing.

SUMMARY OF PROPOSAL - The proposed Bay Oaks Preliminary Subdivision Plan shows the division of the subject property into 4 house lots (three for construction of new single family detached homes and one for the existing residence) and the extension of the existing private way to a maximum total length of 600' to create the necessary frontage for the new house lots to comply with the Medway Zoning Bylaw. The applicant intends to request waivers from the road construction standards of the *Subdivision Rules and Regulations*. Instead of constructing a full public roadway, a privately owned common driveway is proposed to be constructed within the ROW extension. It would be owned and maintained by a homeowners' association. The stormwater drainage design would be low impact. There are wetlands on site and both septic systems and wells would have to be installed.

SUBJECT PROPERTY – The 8.78 acre subject parcel was created through action of the Medway Planning Board in 1986 when a 2 lot subdivision was approved. The subject property was conveyed to Andy and Audra Rodenhiser in December 1990.

To the best of our understanding, the parcel is subject to a number of existing right-of-way easements including:

- A 60' wide ROW which starts at the western edge of the adjacent Giovanella property to the east (0-R Fisher Street/ Medway Assessors 4-44) and runs approximately 403' along entire northern edge of the Rodenhiser property, continues onto the adjoining property to the west at 106 Fisher Street owned by Robert Reed, and extends across other properties all the way to Fisher Street. The total length of this easement is 1070 feet. The easement was expressly established in December 1982 to the benefit of Edward and Francis Giovanella to be used for any and all purposes for which public ways are commonly used in the Town of Medway.
- A 50' wide ROW that runs approximately 1057 long starting from Fisher Street and running easterly, southeasterly and westerly again on Lot 6, a 12.3 acre parcel that was created as shown on an ANR plan from December 1982 for Racicot Realty Trust. This easement was expressly established in July 1984 to the benefit of Edward and Francis Giovanella to be used for any and all purposes for which public ways are commonly used in the Town of Medway. NOTE – The Lot 6 referenced herein is the lot from which the Rodenhiser subject property was first created in 1986.
- A 50' ROW on Lot 6A as shown on a Definitive Subdivision Plan endorsed in April 1986 and affirmed in September 1988 (and recorded in October 1988). The ROW extends from the eastern end of the 350 long private way as shown on the Definitive Subdivision Plan and runs northeasterly then easterly for approximately 805' to the western edge of the Giovanella property. There is no

evidence of an express grant of this easement to the Giovanellas. NOTE – A subsequent ANR Plan recorded in December 1990 refines the Definitive Subdivision Plan. It shows only a very small portion of the above noted ROW easement.

ABUTTER NOTIFICATION – Pursuant to the *Medway Subdivision Rules and Regulations*, the PEDB sent a first class mail notification regarding the application and the 7/26/2011 Public Briefing for the Bay Oaks Preliminary Subdivision Plan to the abutters (owners of property within 300 feet of the subject parcel). See attached Abutter Notice. Abutters in both Medway and Holliston were notified. The notice was also posted with the Medway Town Clerk and to the Medway web page on July 14, 2011.

REVIEW PROCESS – The Board began its review of the proposed preliminary subdivision plan at its meeting on July 26, 2011. The discussion continued at the Board meetings on August 9 & 23, September 13 & 27, 2011 when it concluded.

The Bay Oaks Preliminary Subdivision Plan was reviewed by the Town's Planning Consultant, Gino Carlucci of PGC Associates and by David Pellegri of Tetra Tech Rizzo, the Town's Engineering Consultant. Those review letters are attached.

Based on questions raised by both the Board and abutters during the public briefing, the Board sought the review and opinion of Medway Town Counsel Barbara Saint Andre of Petrini & Associates. Those confidential communications were provided to Board members (except for Andy Rodenhiser).

Concerns were raised by Attorney Deborah Batog of Gilmore, Rees & Carlson of Franklin, MA representing the Giovanella family, owners of the approximately 5 acre parcel (0-R Fisher Street/ Medway Assessors 4-44) immediately to the east of the applicant's property. The concerns pertained to preserving her clients' rights in the subject property.

The applicant sought guidance from the PEDB regarding the affordable housing requirements pursuant to the Medway Zoning Bylaw, SECTION V. Use Regulations, Sub-Section X Affordable Housing. A guidance memo dated July 26, 2011 prepared by Planning and Economic Development Coordinator Susan Affleck-Childs was provided and discussed. A copy is attached.

During the course of the various meetings, abutters were provided an opportunity to comment. Email communications were received from:

- Stephen and Krista Digregorio, 108 Fisher Street (7-26-2011)
- Katherine and Larry Presswood, 92 Fisher Street (7-22-2011)

During the course of the various public briefings, verbal comments were offered by:

- Robert Reed, 106 Fisher Street (7-26-2011)
- Attorney Deborah Batog of Gilmore, Rees & Carlson (7-26-2011, 8-9-2011, 23, 2011, 9-13-2011)
- Katherine Presswood, 92 Fisher Street (8-9-2011)
- Peter Rapp, 100 Fisher Street (7-26-2011)

CONCERNS/ISSUES –With this document, the PEDB neither approves nor disapproves the Bay Oaks Preliminary Subdivision Plan. Based on the discussions during the public briefings, the Board has identified the following issues and concerns and directs the applicant and his development team to fully address these matters in preparation for submitting an application for approval of the Bay Oaks Definitive Subdivision Plan.

1. Full review by the Conservation Commission will be required in conjunction with the definitive subdivision plan filing.
2. Applicant needs to provide a proposal regarding the home owners association's responsibilities for maintaining the existing and proposed extended roadway and the associated utilities, infrastructure and drainage facilities. The Board would prefer to have the entire roadway ROW (existing and new) owned by a single home owners association comprised of all owners of property which directly abut the ROW.
3. Due to the ledge on the property, blasting may be needed to install infrastructure and construct homes. The applicant should provide a proposal on how any blasting process will be managed and how any impacts will be mitigated
4. Stormwater facilities must be located on a separate parcel. They cannot be located on a house lot.
5. Board of Health review and approval will be required for septic systems and wells; all required setbacks shall be applied.
6. The definitive subdivision plan application shall include a full Request for any Waivers of the Subdivision Rules and Regulations. The form of such request shall be as specified by the Board.
7. The definitive subdivision plan shall show the location of all easements and cart paths and any other restrictions to which the property is subject.
8. Existing retaining wall on roadway - The structural condition of the substantial retaining wall on either side of the existing roadway is of concern as it is at least 20 years old. As part of the definitive subdivision plan submittal, the applicant should provide an inspection report from a structural engineer regarding the wall's condition. It is understood that the Board may require structural improvements to the wall as part of the definitive subdivision plan decision. The Board also asks the applicant to provide plans for resurfacing the retaining wall with a natural field stone appearance.
9. To provide maximum buffers with the abutting neighbors, the definitive subdivision plan should show a no disturb zone of at least 15 feet on the house lots which abut existing residential properties.
10. The Board affirms the applicability of the affordable housing provisions of the Zoning Bylaw to this project. The Board is not authorized to waive such provisions; the only local board to which the applicant may appeal the affordable housing provisions is the Zoning Board of Appeals. The applicant should provide a proposal to the Board with the definitive subdivision plan application to describe how the affordable housing requirements will be met.

11. All preliminary plan deficiencies noted in the review letters dated 7-21-2011 from PGC Associates and Tetra Tech Rizzo should be thoroughly addressed/resolved in the definitive subdivision plan submittal.
12. The Fire Chief has not provided review comments on the preliminary subdivision plan. The applicant is advised that during the definitive subdivision plan process, the Fire Chief's approval of the roadway design and turnaround is required.
13. Roadway width - The Board is concerned about the safety of the existing roadway width for both the passing of vehicles and the safety of pedestrians. The Board requests that an on-site demonstration be provided to show the passability of two SUVs on the existing roadway.
14. Pedestrian safety – The Board is concerned about pedestrian safety along the roadway that will serve 5 homes under this subdivision proposal. The applicant is asked to evaluate the feasibility of constructing a meandering path/trail within the right of way but outside the existing retaining wall from Fisher Street up to the cul-de sac.
15. The applicant is reminded that a detailed Existing Conditions plan is required as part of the Definitive Plan submittal (Section 5.7.6 of the Subdivision Rules and Regulations). Measurements of the existing paved roadway should be specified. The Board urges the applicant to make the fullest effort possible to preserve the site's existing significant features in developing the definitive subdivision plan.
16. The applicant is advised that Fisher Street is a Medway Scenic Road. Any construction work done in the Town's Fisher Street Right of Way which might impact stone walls or significant trees may require a Scenic Road Work Permit. The applicant's attention is directed to Section 7.12 of the Subdivision Rules and Regulations. *"Where a subdivision is accessed from a Medway Scenic Road, the subdivision entrance shall be designed to reflect stone wall, post/rail fence or other distinctive features already present along the scenic roadway."*

Attest:

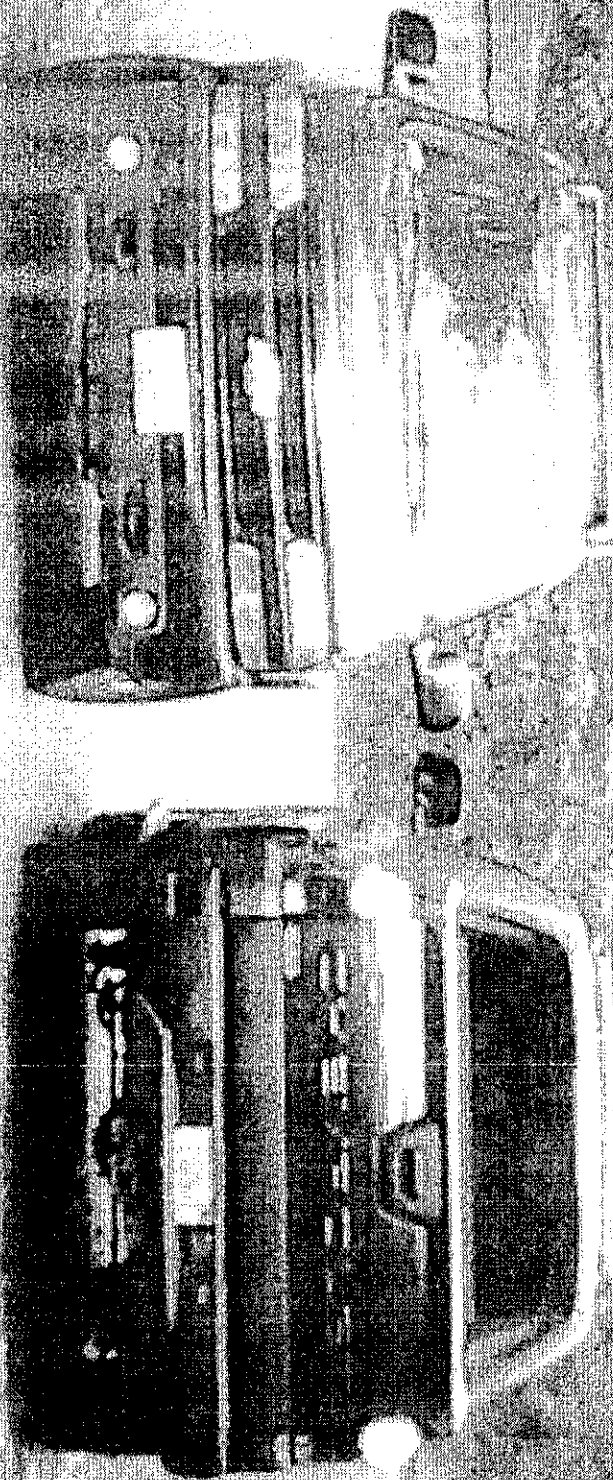
Susan E. Affleck-Childs, Planning & Economic Development Coordinator

cc: Andy Rodenhiser, applicant
Rob Truax, GLM Engineering
Suzanne K. Kennedy, Town Administrator
John Emidy, Building Commissioner/Zoning Enforcement Officer
Maryjane White, Town Clerk
Tom Holder, DPS Director
Karon Skinner-Catrone, Conservation Agent
Will Naser, Chief Assessor
Melanie Phillips, Treasurer/Collector
Karen Sherman, Holliston Town Planner
Paul Trufant, Fire Chief
Sergeant Jeff Watson, Medway Police

RECEIVED

SEP 29 2011

TOWN OF ANDOVER
PLANNING BOARD



Bay Oaks -
Existing Private Roadway







TETRA TECH

MEMORANDUM

To: Susan Affleck-Childs – Medway Planning and Economic Development Board
Coordinator

Fr: Steven Bouley–Tetra Tech (TT)

Re: **Evergreen Meadow
Subdivision Review (Punchlist)
Medway, MA**

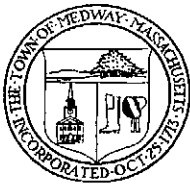
Dt: 09/06/11

At the request of the Medway Planning and Economic Development Board and Taniel Bedrosian (Developer), Steven Bouley from TT performed an inspection of the cleaning of the drainage system located at the Evergreen Meadow Subdivision. We found that the system was cleaned satisfactorily. The completion of this task completes all TT punch list items for the subdivision.

If you have any questions or require additional information, please don't hesitate to contact me at (508) 903-2000.

Very truly yours,

Steven Bouley
Civil Engineer



TOWN OF MEDWAY
Planning & Economic Development
155 Village Street
Medway, Massachusetts 02053

September 22, 2011

TO: PEDB Members
FROM: Susy Affleck-Childs
RE: Roadway layout for Iarussi Way (Evergreen Meadows subdivision)

We are working toward street acceptance at the November 14, 2011 town meeting for the entire length (957.36') of Iarussi Way.

The Board of Selectmen, at its September 12, 2011 meeting, voted its intent to lay out Iarussi Way as a public road and has requested the Planning and Economic Development Board provide a report and recommendation regarding the roadway layout. The roadway lay out currently under consideration is shown on PLAN OF LAND STREET ACCEPTANCE 'IARUSSI WAY' dated July 8, 2011 prepared by GLM Engineering Consultants of Holliston, MA. A copy of that plan is provided for you.

Recommended Motion: - *I move that the Planning and Economic Development Board recommend to the Medway Board of Selectmen that it lay out as a public way the entire length of Iarussi Way from Station +00 to its end at Station 9+57.36 as shown on "PLAN OF LAND STREET ACCEPTANCE 'IARUSSI WAY' dated July 8, 2011 prepared for SENEK, LLC by GLM Engineering Consultants of Holliston, MA.*




Below is a *Synopsis of Roadway Layout/Street Acceptance Process* that was established in 2007 with the assistance of Town Counsel Barbara Saint Andre. The PEDB's vote to recommend a roadway layout is the second step in this process

SYNOPSIS of ROADWAY LAYOUT/STREET ACCEPTANCE PROCESS
(as recommended by Town Counsel)

1. The BOS, by its own action, or upon petition by one or more inhabitants, initiates the process to lay out a road as a public way. At a BOS meeting, the BOS votes that it *"intends to lay out the road as a public way"* and refers the matter to the PB for a report.
2. The PB has 45 days to consider the matter, vote on it at a duly posted public meeting, and provide a report/recommendation back to the BOS. No public hearing is required.
3. The BOS, at a duly posted public meeting, votes to adopt a roadway layout. Ideally, there should be a plan that shows the metes and bounds of the road layout. The vote should reference a specific plan, preferably a street acceptance plan.
4. The BOS vote and the plan showing the roadway layout must be filed with the Town Clerk at least seven (7) days prior to the date that Town Meeting votes to accept the road as a public way.
5. Town Meeting votes to accept the road as laid out by the BOS as a public way and to authorize the BOS to accept the appropriate conveyances to the Town.

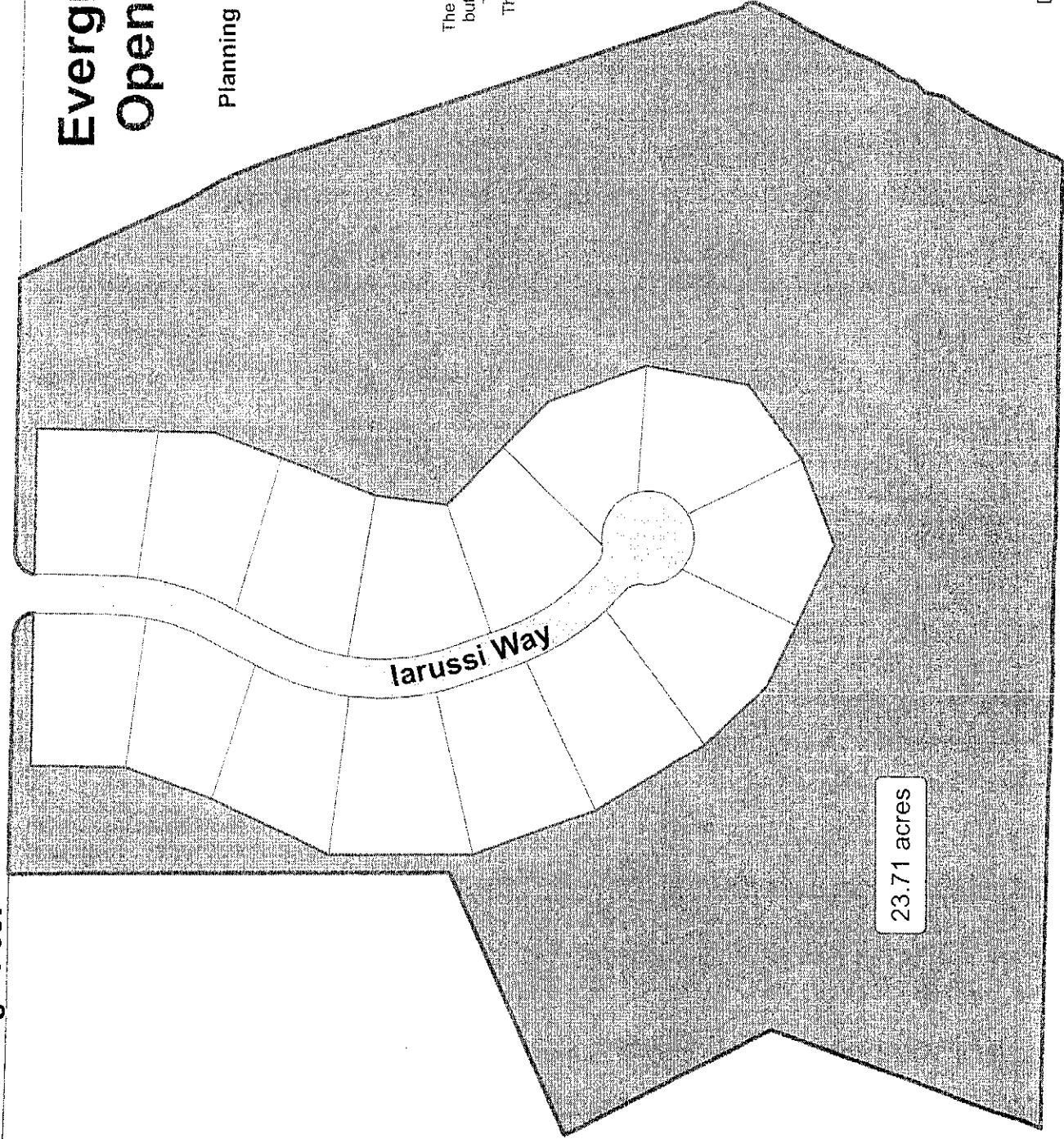
Evergreen Meadows Open Space Parcel

Prepared by Medway
Planning & Economic Development Office

-  Parcels on Iarussi Way
-  Open Space Parcel
-  Medway Streets

The information on this map is believed to be correct,
but errors in data entry or transmission may occur.
This map is not to be used for legal purposes.
The information on this map is subject to change
or revision at any time.

Lovering Street



23.71 acres



Data Provided by MassGIS
and the Town of Medway

Map created by Fran V Hutton Lee 9-26-2011

Tetra Tech One Grant Street Framingham, MA 01701		
Project Franklin Creek	Date 09-20-2011	Report No. 1
Location Franklin St., Medway, MA	Project No. 127-21583-09006	Sheet 1 of 2
Contractor Marko Vajentic Woodstructure Construction Inc.	Weather A.M. CLOUDY P.M.	Temperature A.M. 65 P.M.

FIELD OBSERVATIONS

On Tuesday, September 20, 2011, Steven Bouley from Tetra Tech (TT) was on-site to inspect coring operations within the limits of the roadway. Tom Holder and Jim Smith of the Town of Medway DPS were also on-site to speak with Marko regarding settling issues in the roadway associated with the sewer connection on Franklin Street. While on-site the following observations were made:

I. Observations

- A. Marko Vajentic from Woodstructure Construction Inc. met on-site to conduct the coring of the pavement. Corings were performed on the roadway in order to determine the thickness of the top course of pavement. The corings were performed at 50 ft. intervals along the southern side of the roadway. It should be noted that the top course of pavement should be to a compacted depth of 1.50". The width of the roadway was also measured at each core.
- B. The core readings for the top course of pavement were as follows (refer to attached figure for approximate locations). It should be noted that the top course of pavement should be placed to a compacted depth of 1.50":

	Top Course Depth	Roadway Width
A.	1.50"	22.00'
B.	1.75"	20.50'
C.	2.00"	20.00'
D.	1.00"	19.50'
E.	1.50"	20.50'
F.	1.25"	20.00'

CONTRACTOR'S FORCE AND EQUIPMENT				WORK DONE BY OTHERS	
Sup't				Dept. or Company	Description of Work
Foreman	1	Bulldozer	Asphalt Paver		
Laborers	1	Backhoe	Asphalt Reclaimer		
Drivers		Loader	Vib. Roller		
Oper. Engr.		Rubber Tire Backhoe/Loader	Static Roller		
Carpenters		Bobcat	Vib. Walk Comp.		
Masons		Hoeram	Asphalt Berm Paver		
Iron Workers		Excavator	Jack Hammer		
Electricians		Grader	Power Saw		
Flagpersons		Crane	Conc. Vib.		
Surveyors		Scraper	Tree Remover		
		Conc. Mixer	Chipper		
		Conc. Truck	Screener		
		Pickup Truck	Drill Rig	Tom Holder	
		Dump Truck 6 Whl	Coring Machine	1 Jim Smith	
		Dump Truck 10 Whl	Water Tank		
		Dump Truck 14 Whl	Lull		
		Dump Truck 18 Whl	Gradall		
Police Details: n/a				RESIDENT REPRESENTATIVE FORCE	
Time on site: 8:00 A.M.-10:30 P.M.				Name	Name
CONTRACTOR'S Hours of Work:					
				Resident Representative Steven Bouley	

Project Franklin Creek	Date 09-20-2011	Report No. 1
Location Franklin Street, Medway, MA	Project No. 127-21583-09006	Sheet 2 of 2
Contractor Marko Vajentic Woodstructure Construction Inc.	Weather A.M. CLOUDY P.M.	Temperature A.M. 65 P.M.

FIELD OBSERVATIONS CONTINUED

2. Schedule
 - A. TT will continue to inspect the subdivision as needed.

3. New Action Items
 - A. N/A

4. Previous Open Action Items
 - A. The contractor must repair damaged binder course prior to installation of the top course of pavement.

5. Materials Delivered to Site Since Last Inspection:
 - A. N/A



A handwritten signature in black ink, appearing to be 'D. J. [unclear]', written over a horizontal line.

September 26, 2011

Residents of Franklin Creek Subdivision
Franklin Creek Lane
Medway, MA 02053

Re: Franklin Creek Roadway

Dear Resident:

We are writing to notify you of a development that arose during the Franklin Creek roadway construction. Tetra Tech serves as the engineering consultant representing the Town of Medway. For the Franklin Creek Subdivision project we have been representing and reporting to the Town of Medway Planning and Economic Development Board (PEDB) while conducting construction inspections.

The top course of bituminous concrete pavement was recently installed along Franklin Creek Lane. Per Section 6.5.4(d) of the Town of Medway Planning Board Rules and Regulations "Each application of hot mix asphalt on the street and sidewalk and placement of curbing must be approved by the Department of Public Services (DPS) and the Town's Consulting Engineer." Neither TT nor the DPS were informed of the top course paving operations; therefore an asphalt inspection was not conducted on the roadway per the regulation above.

The primary objective during paving inspections is verifying that the depth of pavement placed meets the requirements of the approved plans and the town regulations. Since we did not witness the installation TT therefore acquired paving slips identifying the quantities of pavement delivered to the site, and photos of the installation from the paving contractor, in order to aid in the determination of the thickness of the placed top course. Additionally, a quantity was calculated representing the amount of top course that should have been placed based on depths provided in the plans. This quantity varied from that provided on the paving slips. Due to this discrepancy, it was determined that additional tests were required to verify pavement depths.

With approval from the PEDB, TT directed the contractor to conduct cores within the roadway to provide sample depths. Six cores were taken along the roadway at strategic locations. The following thicknesses were measured for the depth of the top course:

1.50", 1.75", 2.00", 1.00", 1.50", and 1.25". Slight variations in paving thicknesses is typical and since the measurements average the 1.50" depth required by the plans, TT did not require additional cores in order to limit disturbance to the newly paved roadway.

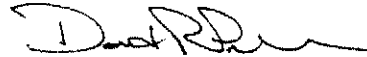
The paver, O'Brien Paving Inc. has agreed to guarantee the roadway for a period of three (3) years. Attached is their warranty which will be passed on to the homeowner's association. Although we can't guarantee the depth of pavement placed on the roadway, the tests conducted offer no reason to believe out of the ordinary structural issues will be encountered in the future.

If you have any questions or require additional information, please don't hesitate to contact me at (508) 903-2000.

Very truly yours,



Steven Bouley
Civil Engineer



David R. Pellegri, P.E.
Senior Project Manager

Possible PEDB sponsored articles for November 14, 2011 Town Meeting

1. Street Acceptance for Iarussi Way (Evergreen Meadow)
2. Amend zoning map – change zoning of a small parcel west of I-495 from ARI to Industrial III
3. Zoning - Add definition for “frontage” and use it instead of the term “lot width” in Commercial districts I, III, IV, V, and Industrial Districts I, II and III, and in the Business/Industrial District.
4. Zoning - Allow for accessory family dwelling units by special permit from the ZBA in Commercial III and IV.
5. Zoning - Allow for home based businesses by right in Commercial II and IV.

Hold off till spring 2012 for:

1. OSRD changes
2. Affordable Housing changes
3. Village Residential Zone – new
4. Changes on Infill Housing
5. Contractor’s yards by right in Industrial I
6. Site plan – establish a staff based administrative site plan review process for mini projects, for very minor amendments and for by right 2-family homes.
7. Adopt new flood plain maps
8. Parking standards
9. Outdoor dining standards \
10. ???
11. ???