

Medway Redevelopment Authority

June 17, 2014

Medway Middle School

45 Holliston Road, Room 1319

Medway, MA 02053

Members Present:

Douglas Downing, Michael Griffin, Andy Rodenhiser, and Dick Parella.

Also Present:

Consultant Rob Hubbard

Recording Secretary, Amy Sutherland

The meeting was opened at 7:00 pm.

Elections:

Chairman:

On a motion made by Douglas Downing and seconded by Michael Griffin, the board voted unanimously to appoint Andy Rodenhiser as Chairman to the Redevelopment Authority.

Vice-Chairman:

On a motion made by Douglas Downing and seconded by Andy Rodenhiser, the board voted unanimously to appoint Mike Griffin as Vice Chairman to the Redevelopment Authority.

Treasurer:

On a motion made by Mike Griffin and seconded by Andy Rodenhiser, the board voted unanimously to appoint Doug Downing as Treasurer to the Redevelopment Authority.

Assistant Treasurer:

On a motion made by Andy Rodenhiser and seconded by Douglas Downing, the board voted unanimously to appoint Ray Himmel as Assistant Treasurer to the Redevelopment Authority.

Temporary Secretary:

On a motion made by Mike Griffin and seconded by Douglas Downing, the board voted unanimously to appoint Rob Hubbard as temporary secretary to the Redevelopment Authority.

Contact List of Members:

The members were presented with a contact list which included names, addresses, telephone numbers and email addresses.

The terms of service was explained and is determined by who gets the most votes. All paperwork needs to be submitted to the State to get certificate of organization.

Proposed Bylaws:

The proposed bylaw was drafted by Consultant Hubbard and submitted to the committee to review. It was developed by guidelines from the Department of Housing and Community Development. This document was reviewed by Town counsel and it reflects her comments. The seal will be ordered when the certificate of organization is issued. The line noting "treasurer shall give bond for.... It was recommended by Suzanne Kennedy, Town Administrator, that we could strike this sentence related to the bond. Members and employees of the authority may be indemnified as provided for in general laws Chapter 258, section 9. The authority can appoint a secretary to keep the minutes from the meeting. The authority needs to provide the names of the elected officers to the Secretary of the Commonwealth.

Consultant Hubbard indicated that he is not hired to be the executive director for the redevelopment authority. There is money for the Town to hire a Director of Community Development and Planning to do this. This person may not be hired until October. Consultant Hubbard will serve this role on an interim bases until the end of September.

Town Clerk has paperwork from Town Meeting for the establishment of the redevelopment authority and that will be submitted to the state so they can get certificate of organization. The quorum for this committee is three. Town Counsel recommended that for execution of deed, there should be two members signing. Regards to money, up to \$500.00 can be signed by one member, more than that needs two signatures. The signatures for the vendor payment will need to be approved by the committee.

On a motion made by Andy Rodenhiser and seconded by Douglas Dolling, the board voted unanimously to accept bylaw with the deletion of references relating to bonding.

This document will be submitted to the Department of Housing and Community Development and the Secretary of the Commonwealth.

Update:

The Oak Grove appraisals are still ongoing.

Redevelopment Authority:

The Redevelopment Authority is a vehicle to assemble and dispose of land including the taking of land through eminent domain. Redevelopment Authorities are exempt from Chapter 30 (b) in areas where an Urban Renewal Plan has been approved by the Board of

Selectmen and the State. This authority is an independent body and is not an agency of a municipality. The goal of the authority in Medway would be to focus on urban renewal, primarily on Oak Grove. This Urban Renewal Plan is estimated to cost about \$70 - \$80,000. The Consultant will need to write the plan and guide the creation if this. Money for this needs to be allocated by the town.

Oak Grove Redevelopment Workplan:

The authority reviewed the work plan for the Oak Grove Redevelopment plan. A contract for limited use appraisals was signed by the Town. The appraisal will be completed in July, 2014.

Consultant Hubbard will update the working task chart for the next meeting.

The authority needs to get funding for the Urban Renewal Plan. The authority needs to go to the Board of Selectmen to seek the \$70-\$80,000. Consultant Hubbard will prepare the scope of work for Urban Renewal Plan. It will may come in at the lower amount since the primary work has been submitted.

The study from BSC indicated that there was a demand for a hotel. The report did not include the hotel tax. Consultant Hubbard provided an estimate of the hotel tax returns to the Board of Selectmen. Consultant Hubbard will send a copy of the memo he provided to the Board of Selectmen to MRA members. Another concern is the water and sewer capacity in town.

The Chairman indicated that there is an inflow infiltration program.

The Committee noted that this may not happen quickly enough and it might be worthwhile to research what it would cost to buy capacity.

The town is almost at their water capacity limit. The Committee needs to come up with a subcommittee of selectmen and Tom Holder and new Town Administrator to identify the issues which need to be addressed.

The Committee was curious about what type of water capacity is needed for a hotel.

Consultant Hubbard indicated that once the Urban Renewal Plan is in place, the numbers regarding water consumption will need to be estimated. The plan would identify finding the funds for infrastructure improvements. It is easier to get grants when the Urban Renewal Plan is in place. Once the limited use appraisals are done, it makes the next several steps fit into place. Currently, the town owns 229 parcels, Williams owes 369, on record owners 255. The ownership of the remaining lots has been reviewed and reported to the Town in a February Progress Report. There will be a map submitted showing this. To claim the unknown parcels, it will need to go to land court. Those are blighted parcels. These may be taken by imminent domain. The value of parcels needs to be deposited into an account and is considered abandoned property. This money then goes to the state.

The Chairman wanted to know if he can get together with Mr. Williams to discuss working together on this.

Consultant Hubbard indicated that he did speak with Mr. Williams about working cooperatively.

Town Counsel recommended keeping it simple and maybe acquire an option to purchase. There are several options.

The land that the town already owns should be given to the redevelopment authority with no cost and is transferred for \$1.00.

Mass Development may provide a predevelopment loan. There are ways to raise money with site control.

The town would get an Urban Renewal Plan for the whole parcel. The phasing of this would need to be developed. The plan will measure the costs along with the return on investments. The URP may take two or three meetings with the public. The assembly of the parcels is the difficulty.

The goal is to have the appraisals done by the end of July, 2014 and then create a strategy for the parcels. Those can be confidential.

Meeting:

The next meeting will be Wednesday, July 16, 2014 at 7:00 pm.

Resources Needed:

- Connection to network
- Gathering of the various maps
- Scanner/Copier for office.
- Ability to have materials copied for meeting

Recommendations:

- Have a meeting with Department of Public Service about some of the items.
- Organize an all board meeting to gather input for the Urban Renewal Plan.

Immediate Action Items:

- Speak with Board of Selectmen about the Urban Renewal Plan.

- Get data on what it will cost to buy water capacity from the town of Franklin.
- Figure out how much capacity is needed for a hotel.
- Consultant Hubbard will have a draft of the RFP for the next meeting.
- Provide the RFP to Board of Selectmen for the August meeting.

Adjourn:

On a motion made by Dick Parella and seconded by Douglas Downing, the board voted unanimously to adjourn the meeting at 8:39 pm.

Respectfully Submitted,

Amy Sutherland
Meeting Secretary