

Medway Redevelopment Authority
March 18, 2015
Medway Middle School
45 Holliston Road, Room 1319
Medway, MA 02053

Members	Andy Rodenhiser	Ray Himmel	Michael Griffin	Doug Downing	Paul Yorkis
Attendance	X	X		X	X

ALSO PRESENT:

Stephanie Mercandetti, Director, Community & Economic Development
 Amy Sutherland, Recording Secretary

The meeting was opened at 7:00 pm.

Minutes:

January 28, 2014:

On a motion made by Doug Downing and seconded by Ray Himmel, the Medway Redevelopment Authority voted unanimously to approve the regular minutes from January 28, 2014.

(Member Himmel abstained from vote)

Remote participation:

The Board is in receipt of the following documents:

- Agenda Item #5 sheet “Brief Overview of Remote Participation and Mullin Rule.”
- Town of Medway Remote Participation Policy.

Stephanie Mercandetti explained that the Town of Medway Board of Selectmen have adopted the remote participation policy for members regardless if appointed or elected. This does extend to Redevelopment Authorities. There are various boards which do take part in this policy. The requirements for remote participation include that a quorum of the body shall be physically present at the meeting location. The members who participate remotely must have access to the same materials. The member who participates remotely and all members at the meeting locations shall be clearly audible to each other.

On a motion made by Doug Downing and seconded by Ray Himmel, the Authority voted to approve and allow for remote participation. (vote approved 3 to 0)

Member Yorkis joined the meeting remotely by cell phone at 7:27 pm and arrived as an active member at 8:00 pm.

Mullin Rule:

The Mullin Rule allows board members to participate and vote after missing one public hearing session. The member would need to certify in writing that they have reviewed evidence of missed session of public hearing.

The MRA did not vote to adopt the Mullin Rule.

Urban Renewal Plan Steering Committee:

The Medway Redevelopment Authority was informed by member Himmel that there was a meeting to come up with members who may be willing to serve on the Urban Renewal Plan Steering Committee. There were 19 names suggested. The list was shown on an overhead. Included on the list were two members which abut the property, members of the Business Counsel, and staff at the Town Hall, Consultants, and residents. It was suggested that those who do not reside in Medway could be used as a resource instead of sitting on the steering committee.

The suggested names included:

Ray Himmel, Andy Rodenhiser, Mike Griffin, Doug Downing, Paul Yorkis, Stephanie Mercandetti, Richard DiInnocenzo, Michael Boynton, Matt Durgin Paul Rao, Rich Parella, Dan Hooper, Bob Ferrari, Matt Buckley, Bridget Graziano, Paul Marble, Dave DiAmico Susy Affleck Childs, Chief Jeff Lynch and Steve Mitchell.

There was a suggestion to add a representative from the school. There was discussion about if an abutter serves on the steering committee would this be a conflict of interest. Stephanie will look into this. If a disclosure is needed, we need to make sure that the disclosure is on file with the town clerk. The authority agreed that the provided list included a good cross section of residents. The MRA can only have two members on the steering committee due to the rules about having a quorum at another meeting.

Member Downing does not want to be on the steering committee since he wants to maintain his role on the MRA.

The Steering committee will guide in the preparation of the Urban Renewal Plan. There will be two or three public forums. The Committee requirement should be approximately 6 months, meeting approximately 8 times.

Stephanie indicated that she will help to solicit people and explain what the expectations of this committee are. Once the list is established, Ray will call those interested and explain their role. There will be a scheduled kick off meeting at the Thayer House. The date and time will need to be determined. Member Himmel will be facilitating this meeting.

Stephanie indicated that there are various social media venues to provide information to the public.

Request for Proposal:

The Medway Redevelopment Authority is in receipt of the most recently revised Request for Proposal for the Urban Renewal Plan dated February 5, 2015.

The scope of work for the Urban Renewal Plan is almost complete. There was language added that the consultant “will utilize the URP Steering Committee consisting of a cross-section of stakeholders, as a sounding board and to review activities.”

Stephanie Mercandetti indicated that the suburban community population number has been revised to 13,100. Another change was in scope of services. Language added was to “provide employment and economic development that will benefit the residents of Medway.” The reference to the low and moderate income households was taken out. The proposal evaluation criteria matrix was included. This will allow each member of the proposal evaluation team to review and assign a rating to each non-price proposal. The non-pricing ratings together with the price proposals shall decide the proposal that is in the best interest of the MRA.

The MRA is still wanted further clarification about contracts. Stephanie indicated that any contracts must be signed by the Board of Selectmen and Town Counsel. The Town Accountant, Carol Pratt will also be looking at the contract. The hope is that she comes back with a positive recommendation and then this can go out to bid.

Questions for Carol Wolfe:

- What are the biggest stumbling block with an Urban Renewal Plan?
- What is working relationship like with other Committees?
- What would you have done differently?
- What was given for funding and how is this handled?
- How do other communities utilize counsel?

Budgeting Discussion:

Member Yorkis was wondering if there should be a warrant article to transfer the funds to the Redevelopment Authority. The money for this is currently with a budget line item under

Stephanie's budget. There was a concern that with the current town counsel, there is a relatively slow response to questions in relation to the Rt. 109 Committee. The process in which you need to seek counsel is such that you must go through the Town Administrator.

It was communicated that the annual warrant is already closed so logistically we cannot move this money, but it is something that can be looked at for the fall.

If this money is moved, will the treasurer need to be bonded?

Medway Redevelopment Authority Meetings:

The members were presented with a copy of the upcoming meetings. The meeting will typically be held on the fourth Wednesday of the month at 7:00 pm at the Medway Senior Center.

On a motion made by Doug Downing and seconded by Paul Yorkis, the Authority voted unanimously to approve the meeting schedule for 2015.

It was suggested that the media be invited to come to the Redevelopment Authority meeting on April 22, 2015. After further discussion, the consensus was that it is too early to get the media involved.

Carole Wolfe will be attending the Redevelopment Authority meeting on April 22, 2015 meeting. There will be a site visit at 6:30 pm. The regular meeting will follow the site visit.

Adjourn:

On a motion made by Doug Downing and seconded by Paul Yorkis, the Authority voted unanimously to adjourn the meeting at 8:45 pm.

Respectfully Submitted,

Amy Sutherland
Recording Secretary

