



Town of Medway
DESIGN REVIEW COMMITTEE
 155 Village Street, Medway MA 02053
 (508) 533-3291

DRC Meeting Minutes: Monday, December 06, 2021 Zoom (Remote) Meeting

Call to Order: – With a quorum present, this remote meeting was called to order by DRC Chair Mr. Buckley at 7:04 p.m.

Attendees:

	07/19/2021	08/30/2021	10/04/2021	11/01/2021	12/06/2021
Matthew Buckley	Absent with Notice	X	X	X	X
Jessica Chabot – Alternative PEDB Rep	Absent with Notice	X	Absent with Notice	X	-
Tom Gay	X	Absent with Notice	X	Absent with Notice	X
Rachel Walsh	Absent with Notice	Absent with Notice	Absent with Notice	Absent with Notice	Absent with Notice
Dan Connolly	X	X	Absent with Notice	X	X
Alex Siekierski	X	Absent with Notice	X	X	Resigned
Janine Clifford	X	X	X	Absent with Notice	X

Also Present via ZOOM:

- Anthony Varrichione, Ron Tiberi, Alex Siekierski - 6 Cutler Place
- Justin Barclay (Signarama) - 16 Trotter Dr.
- Christina Moreau (Agnoli Sign Company) - 104 Main St.
- Camilo (Signs by Cam) for Country Cottage – 35 Summer St.
- Chris Feeley - 146 Main St.
- Susan Affleck-Childs, Medway Planning and Economic Development Coordinator
- Sreelatha Allam, Recording Secretary

Approval of Meeting Minutes-

10-04-2021:

A motion was made by Mr. Gay to approve the minutes of the 10/04/2021 DRC meeting, seconded by Mr. Buckley. Dan Connolly abstained.

Roll Call Vote:

Matt Buckley- Aye

Tom Gay- Aye

Janine Clifford- Aye

The motion passed.

11-01-2021:

A motion was made by Mr. Connolly to approve the minutes of the 11/01/2021 DRC meeting, seconded by Mr. Buckley. Ms. Clifford abstained.

Roll Call Vote:

Matt Buckley - Aye

Tom Gay - Aye

Dan Connolly – Aye

The motion passed.

ANNOUNCEMENT – Resignation of Alex Siekierski as a member of the DRC

DRC member, Alex Siekierski's resignation letter dated 12/03/2021 was received today and distributed to the DRC by Ms. Affleck-Childs. The letter has been filed with the Town Clerk. Town Manager and Select Board Office have also been informed of the resignation which is "effective immediately". Mr. Siekierski is the Project Architect of Record for 6 Cutler St (Agenda Item). He was advised by the State Ethics Commission to resign from the DRC due to the conflict of interest and MA Conflict of Interest Law.

Due to the past collegial relationship among the DRC members and Mr. Siekierski, a statement of disclosure to address the possible perception of conflict of interest was requested from the current DRC members. Emails were received from DRC members: Mr. Connolly, Mr. Gay, Mr. Buckley, and Ms. Clifford indicating they felt they could be objective. All four documents are attached to these minutes. **See Attached.**

Site Plan Review for Cutler Place Multi-family development – 6 Cutler ST

Mr. Varrichione, current owner of 6 Cutler St, started the discussion on the topic. The property was previously owned by Medway Affordable Housing Trust. The existing structure is an abandoned American Legion building with large impervious surface with mostly paved parking lot. For the project, four test pits were performed. The building functioned as the first school in Medway. Due to the historic nature of the property, there won't be any razing or tearing down of the structure. It will be modified and expanded as part of the proposed project. **See Attached.** Five 2-floor residential condo units will be built with private storage areas for each unit in the basement. The largest of the five units will be 2200 sq. ft. The smallest will be 1500-1600 sq. ft. Three units will have 3-bedrooms and the two remaining units will have 2-bedrooms. Washers/dryers will be located on the 2nd floor of the units. Mailboxes will be on the units. Code review is complete and a wet sprinkler system is included in the proposed plan. There won't be an affordable unit in the building as there are only 5 units. Both existing and proposed building elevations have been provided to the DRC. Existing curb cuts will be maintained on both sides with parking on the right side. The existing structure will house three units and the expanded

section to the right will include two units. Gas meters and basement access will be to the west of the property. The building has existing Town water and sewer lines. There isn't an existing gas line but there's one on the street. An additional water line will be brought into the property for the fire protection system. A rain garden is planned for the front of the property for stormwater. 4 ft. wide walking paths are proposed in the front and rear of the property. Dumpster (vinyl) enclosure is to the north and snow storage to the left of it. Dumpster detail will be added to the revised plan. There's an existing chain link fence (4ft high) to the north and west of the property. To the east, there's a solid white vinyl fence (6ft high) that extends throughout the property line. Existing trees will be maintained. Lights at each door on the front and back of the units are proposed. It was stated the light spillage on the east side of the property must be zero. Light posts will be on a timer and will be 6 - 7ft high. Plans were reviewed by the Building Commissioner. Half of the existing basement will be private storage for the residents. There will be mechanical and sprinkler rooms. The Planning Board's hearing for the project will begin next Tuesday, December 14th. A historic plaque will be installed on top of the building. The existing American Legion sign is not usable. At the north property line, 6-8 ft. trees will be planted under the existing Oak trees to create a thicker buffer. Five red maple trees will be planted in the front. The Committee was complimentary of the proposal and felt the architectural plan for the addition was well suited to the existing building. Mr. Buckley will draft the DRC project review letter by the end of this week.

Sign Design Review for Country Cottage – 35 Summer ST

Mr. Cam Afonso discussed this item. The proposed sign is a free-standing individual business sign for Country Cottage located at 35 Summer St. (See attached design.) It's an all-aluminum double-sided sign (2'x6'per side) that will be installed 12' from the sidewalk and on an existing concrete pad. There's existing landscaping around the sign. Custom aluminum crayons will be built for the sign poles. No lighting is proposed at this time. Mr. Afonso confirmed the purple colors on the crayon and the lettering will match and stay consistent. The colors on the backside of the pole will also remain the same. Members liked the sign design and Mr. Connolly will draft the DRC's review letter.

Sign Design Review for Professional Physical Therapy – 104 Main ST

Christina Moreau from Agnoli Sign Company discussed this item. The business will be moving to the Medway Place Shopping Center in the space formerly occupied by TC Scoops. The review is for three proposed signs – one Wall/ Façade sign (channel letters with interior LED lighting) and 2 free-standing multi-tenant development signs (exterior lighting). **See Attached.** It's a corporate logo with channel letters and will sit on the raceway. The raceway will be painted to match the building color. Landlord will include the business name on the monument signs. Business hours will be on the door. Ms. Clifford will draft the DRC's review letter.

Sign Design Review for International Union of Operating Engineers - 16 Trotter DR

Mr. Barclay discussed this item. The proposed sign is for IUOE located in the West Industrial zoning district. The proposal is for a one-sided replacement sign. **See Attached.** It is identical to the existing sign that's been there for 20 years. The sign will be installed on an existing base. Members commented on including landscaping around the base and repainting the base as well. Mr. Barclay agreed to bring the comments back to the applicant. Landscaping around the sign was discussed. Mr. Connolly will draft the DRC's review letter.

Sign Design Review for Feeley Roche Building – 146 Main ST

Property owner Mr. Feeley discussed the item. The proposal is for a small wall/façade and a free-standing business sign. **See Attached.** The free-standing sign is two sided and will use the existing granite pillars. A sign will also be installed on the back of the building. The color inconsistency within the "146 Main Street" panel between the two signs was noted; it was suggested that the backgrounds for both signs should match. Mr. Feeley agreed to match the color on the small wall sign with the larger 2-sided sign in the front. There was also a comment on the amount of text within the sign. It was suggested that the "Building" lettering could be reduced in size, so more space is created around the edge. Mr. Feeley agreed to consolidate the wording under "Feeley-Roche Building" and make the font size bigger. No lighting for the signs is proposed at this time. Landscaping around the sign was recommended. Mr. Feeley will come back before DRC in two weeks with the revised sign design based on tonight's DRC comments.

Salmon Senior Living Community - Cottage condominiums architectural color palette

Four color schemes (Granite Gray, Natural Clay, Savannah Wicker, Charcoal Gray) were submitted to the Committee by project engineer Peter Bemis. **See Attached.** The DRC had previously suggested that the units in each duplex should use the same color for consistency. In general, Blue-Grey color palette for the exterior siding was discussed by the members. The initial feedback was to vary the color a bit more and have only one shade of grey and one shade of tan. Some members did some online research for the "CertainTeed Main Street" vinyl siding. The members. Forest Green, Pacific Blue, and Flagstone Blue colors were reviewed, and members preferred Pacific Blue color for siding. A DRC letter with the siding recommendation will be sent to the applicant. A note seeking clarification on the fieldstone looking veneer will be included in the letter. The applicant will be asked to come back before the DRC to discuss the retaining wall material.

Motion was made by Mr. Buckley to adjourn the meeting, seconded by Mr. Connolly.

Roll Call Vote:

Matt Buckley- Aye
Janine Clifford- Aye
Dan Connolly- Aye
Tom Gay-Aye
The motion passed.

The meeting was adjourned at 8:35 p.m.

Respectfully Submitted,
Sreelatha Allam
Recording Secretary

Reviewed and edited by,
Susan E. Affleck-Childs
Planning and Economic Development Coordinator