



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

*Matthew Buckley, Chair*  
*Rachel Walsh, Vice-Chair*  
*Tom Gay, Member*  
*Jessica Chabot, Member*  
*Dan Connolly, Member*  
*Rachel Wolff Lander, Member*

**DRC Meeting Minutes: May 6, 2019**  
Medway Public Library

**Call to Order:** – With a quorum present, this meeting was called to order by Chair Mr. Buckley at 7:02 p.m.

**Attendees:**

	01/07/2019	02/25/2019	03/18/2019	04/01/2019	5/6/2019
Matthew Buckley	X	X	X	X	X
Rich Di Iulio	-	-	X	-	-
Jessica Chabot	X	X	ABSENT WITH NOTICE	X	X
Tom Gay	X	ABSENT WITH NOTICE	ABSENT WITH NOTICE	X	X
Rachel Walsh	X	X	X	X	ABSENT WITH NOTICE
Dan Connolly	X	ABSENT WITH NOTICE	X	ABSENT WITH NOTICE	X
Seth Kendall	X	X	ABSENT WITH NOTICE	X	No longer a DRC member
Rachel Wolf Lander	ABSENT WITH NOTICE	X	X	ABSENT WITH NOTICE	X

**Also Present:**

- Sreelatha Allam, Recording Secretary
- Michael Wolfson, Principal Architect (Meander Studio)
- Shaina Korman- Houston (Metrowest Collaborative Development)
- Sarah Deloizzo (Metrowest Collaborative Development)
- Julie Dennehy (Medway Business Council), Barbara St. Andre- Pole Banners Discussion
- Susan Affleck-Childs, Planning and Economic Development Coordinator

### **Design Review Discussion – Glen Brook – MetroWest Collaborative Development**

- Design team was at the meeting to discuss the item. The proposed project is waiting for funding for construction for Phase 1.
- Mr. Wolfson said the project received approval from ZBA last year.
- Project will apply for the safe harbor permit on July 1<sup>st</sup>. Funding for Phase 2 will be requested next year.
- Project will be bid in September with a goal to start construction in early 2020.
- Phase 1 will be built with 48 units and Phase 2 with 42 units. Landscape architecture has been done by CBA Architects. Lawn will be reinforced so that fire trucks are able to run over the area.
- All walkways will be accessible and built with concrete silver bollards included in the project.
- Picnic area/ equipment will be built later on in the project.
- The proposed building exterior color scheme for Phase 1 was discussed. Few different color schemes were presented and discussed.
- Window options for Phase 1 was discussed. Tilt/Sash windows by Intus are being considered for the project as they are cost effective than fiberglass and energy efficient. Mr. Wolfson said due to budget constraints, the most cost effective option would be to use a simple window without a dividing light. He is working with the manufacturer to look into other options for divided lights.
- Designs for buildings A – D was presented and discussed. Members liked the project as presented.
- Ms. Korman-Houston said the design for Phase 1 is almost finalized. Any design changes to the project based on cost and other constraints will be reflected in Phase 2.
- Mr. Buckley suggested considering the design of conduits for charging stations for the electric vehicles. Ms. Delloizzo said the Phase 2 is being designed to make it very environmental friendly. Design team is in discussions with vendors for solar panels, electric charging stations, etc.
- As a next step, DRC letter supporting the project/ design will be sent to the ZBA.

### **Discussion - Banners for Main Street Light Poles**

- Ms. St. Andre and Ms. Dennehy attended the meeting to discuss this item.\_
- There are 64 light poles in town and Ms. St. Andre talked about the comments she received on the banner ideas created by DRC. One of the comment was to have banners that say “Welcome to Medway”. The banner wit letter “M” was not well received. Ms. St. Andre said she got some feedback from the town about including the town seal on the banners. Member’s response was that it does not add any value to the banners and didn’t support the idea. They favored the other designs that were discussed. There was some discussion about having banners with the town seal on them.
- Three iconic Medway images for the banners was discussed as a good number to begin with.
- Ms. Dennehy suggested using language/ content that support local businesses that were impacted by the Rt. 109 project. She suggested that some banners should say “Visit, Shop, and Play in Medway”. Request was to include “Medway Business Council” on the bottom of the banners that will be on the poles in the Rt. 109 area. “**#ShopMedway**” was also discussed as an option.
- For color scheme, Medway Blue (color used in high school) with white background was discussed.
- Generic banners will stay permanently and half of them with special messages/ content will be changed every six months.
- Ms. St. Andre said BOS would like to unveil the banners right after the completion of Rt. 109 project.

### **Update on Where's Medway Architectural Scavenger Hunt**

- There was no update on this item as Ms. Walsh was not at the meeting.

### **Continued Discussion on 33-39 Main Street**

- Mr. Buckley said the developer, Mr. Engler attended the ZBA meeting last week. Project team said they will work with DRC to make the project more feasible.
- Adding landscape feature in the front space was recommended by DRC in the past.
- There seems to be no good solution to neighborhoods in the back of the proposed development. This item will be discussed at the 05/20 DRC meeting after their presentation to the ZBA on 05/15 on the topic of project impacts on the traffic.
- Mr. Buckley asked Mr. Engler (Developer) to submit 2-3 architectural design alternatives for the project which hasn't been received yet. Members expect to receive them before the next DRC meeting.
- They met with DRC last November and the committee provided 2 letters of recommendations that were never addressed by Mr. Engler and his team.

### **Discussion on Choate Park Message Board Sign**

- Members went over the stone pier/wall interface detail of the bronze plaque for the Choate Park Community Message Board sign. Fonts on the plaque will be similar to the fonts on the other signs in the park.

### **Meeting Minutes:**

**04/1/2019:**

*A motion was made by Mr. Buckley, seconded by Ms. Chabot to approve the minutes of the 04/1/2019 DRC meeting as submitted. All were in favor.*

### **Other Business and Reports**

- BOS, Mr. Trindade reached out to Mr. Buckley to talk about the Community Farm sign that was damaged recently. Mr. Buckley suggested he talk to Ms. Affleck-Childs about the next steps to re-install the sign.
- Member, Ms. Lander reported that the old signage at the pet store, "Loyal Companion" was removed and new signs were put up.
- There was discussion on compliance oversight on permitted signs. Ms. Affleck-Childs said a town resource should be identified to accomplish this task. She will bring this up with Ms. St. Andre in her next meeting with her.

### **Adjournment**

*With no further business before this committee, a motion was made by Ms. Chabot, seconded by Mr. Connelly to adjourn the meeting. The motion was unanimously approved.*

The meeting was adjourned at 9:20 p.m.

Respectfully Submitted,

Sreelatha Allam