

Committee Members

Zachary Knowlton, Chair
Khalid Abdi, Vice Chair
Richard Di Iulio, Member
Mark Schultz, Member
Cassandra McKenzie, Member
Jennifer Kendall, Member
Liam McDermott, Member



TOWN OF MEDWAY COMMONWEALTH OF MASSACHUSETTS

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ECONOMIC DEVELOPMENT COMMITTEE

Minutes

Thursday, December 16, 2021 at 7:00 p.m.

Sanford Hall

Medway Town Hall

155 Village Street, Medway

Members Present: Khalid Abdi, Vice Chair, Mark Schultz, Rich Di Iulio, Liam McDermott

Members Present Remotely: Zach Knowlton, Chair

Member Absent: Jennifer Kendall, Cassandra McKenzie

Also Present:

Barbara J. Saint Andre, Director, Community and Economic Development
Katherine Mitchell, Recording Secretary

Vice-Chair Abdi opened the meeting at 7:06 p.m. and announced that Zach Knowlton was participating remotely.

New Business

Assistance to business owners affected by COVID-19 emergency

Ms. Saint Andre reported that she sent an email to Julie Dennehy at Medway Business Council to let her know of the potential Brew Pub Event, and Ms. Dennehy stated that the Business Council would support the EDC. She reported that Ms. Dennehy also stated the Medway Business Council would love to do another Restaurant Week. They hope for even more participation next time. Ms. Dennehy did say support local businesses first with the food trucks, and suggested the VFW parking lot as there is a lot of room and events have been held there in the past. Committee members were also considering the former McDonald's parking lot or somewhere along Route 109 for visibility. Mr. McDermott stated it would be a good idea to showcase an area of commercial use such as the McDonald's area to try to attract a business to come in.

Discussion on potential brew pub pop up event

Ms. McKenzie did not attend meeting – no further updates currently.

Business Resource Guide- Discuss state funding grant and consultant RFQ

The state award of the \$40,000 Urban Agenda Grant is now official. Ms. Saint Andre emailed a draft of the Request for Quotations to the members. She asked members for thoughts on the background and scope of services. Scope of Services is important. The better it is explained the better the results will be from the consultants. Mr. Di Iulio mentioned updating annual basis updates to semiannual, so the data is more current. Ms. Saint Andre stated she will be working with a contact person from the State to finalize the

paperwork. They will help guide the Town with the process. Mr. Schultz questioned the survey form. Ms. Saint Andre stated they would like the consultant to prepare the survey form as part of the contract. Members questioned if the website will be maintained by the town or if the consultant will keep it up to date. Ms. Saint Andre stated that they would train someone within the Town to update the website. Mr. McDermott questioned what the length of time was to complete the contract; it is June 30, 2022. The Grant should pay for the first year of updates and maintenance- town could possibly pay for the updates each year after that. Ms. Saint Andre mentioned that the State has a business resource guide on its website, where businesses can find all the state agencies with contact information. Mr. McDermott questioned if this would be something the Town could collect and run without the consultant. Ms. Saint Andre is not sure at this time. Mr. Di Iulio stated it could depend on the complexity of the data and source code. It was discussed to move the deadline earlier to possibly June 1st. Mr. Abdi questioned when they would close the offer – Hoping to get going soon after the first of the year.

Reports

Update on Cultural Council Initiatives and Potential EDC Involvement

Ms. Kendall did not attend the meeting – no update.

Master Plan Committee

Ms. McKenzie did not attend the meeting – no update.

Use of Economic Data

Ms. Saint Andre shared the FY 2022 data from a slideshow prepared by Medway Board of Assessors. A report is done every year by the Assessors for the Select Board for the public hearing to set the tax rate, and decide whether to have a split tax rate or grant certain exemptions. The data shows an increase in residential condominiums by 19%. Commercial increased by 13%- Ms. Saint Andre mentioned generally they would like to see that higher. She also reviewed the slides showing the break down of tax classes, and the percentage of taxes that is residential versus commercial. The final slides show the tax rate and previous year's tax rate.

Ms. Saint Andre also sent out to the members the Comparative Data compiled by the State, for Medway and abutting towns. This information is on the state's website. She suggested that they review it at their leisure – Ms. Saint Andre emailed six or seven different comparison charts to the members. She did not see any red flags – Medway compared favorably with its neighbors.

Planning and Economic Development Board

Mr. Di Iulio stated a decision was finalized with Medway Place on its site plan application. There is a twenty day appeal period – December 23rd is the end of the appeal period. Mr. Di Iulio is unsure of the Plaza's next steps. Ace Hardware's site plan approval was finalized on Tuesday night. Today was the first day of its 20-day appeal period. Phytopia's application is not finished, but the special permit for marijuana cultivation was granted because Phytopia needs to go to the State to get approval from the Cannabis Control Commission. There is contamination on the site. Phytopia is working on remediating that with the DEP.

Mr. Di Iulio mentioned a small project on Cutler Street – the former American legion, proposed to be six units. Also, the Board had another preliminary meeting on Mockingbird Lane; the developer significantly came down on the number of units. They are working on an actual application to present to the Board. They were initially asking for 30 units. There are wetlands and other items to take into consideration. The

new proposal is two tri-plexes and 5 duplexes for a total of 16 units. The Board discussed other ideas for the site also.

Mr. Di Iulio mentioned the Town hired a consultant to help craft a zoning bylaw for battery energy storage units that will protect the Town and also give the potential businesses clear guidelines on what can be done. This will include some training for members of the planning board to understand this new technology.

Approval of Meeting Minutes from November 18, 2021

On a motion made by Mr. Di Iulio; seconded by Mr. Schultz, the Economic Development Committee voted unanimously by roll call vote to approve the meeting minutes from November 18, 2021.

Khalid Abdi	Aye
Rich Di Iulio	Aye
Mark Schultz	Aye
Zach Knowlton	Aye
Liam McDermott	Aye

Mr. Shultz mentioned it may be good idea to go back to zoom for the January meeting. Members agreed.

Next Meeting: January 20, 2022 via Zoom

On a motion made by Mr. McDermott; seconded by Mr. Di Iulio, the Economic Development Committee voted unanimously by roll call vote to adjourn at 7:47 p.m.

Zach Knowlton	Aye
Khalid Abdi	Aye
Rich Di Iulio	Aye
Mark Schultz	Aye
Liam McDermott	Aye

Respectfully submitted,

Katherine Mitchell, Recording Secretary

Edited by
Barbara J. Saint Andre, Director
Community and Economic Development