

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, January 20, 2022 at 7:00 p.m.
Virtual Meeting via Zoom

Members Present Remotely: Zach Knowlton, Chair, Khalid Abdi, Vice Chair, Mark Schultz, Rich Di Iulio, Liam McDermott, Jennifer Kendall, Cassandra McKenzie

Member Absent: none

Also Present Remotely:

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

Chair Knowlton opened the meeting at 7:03 p.m. and members announced themselves.

New Business

Assistance to business owners affected by COVID-19 emergency

Currently no updates.

Discussion on potential brew pub pop up event

Ms. McKenzie stated that she connected with three local breweries. She reached out to Startline Brewery in Milford, Jacks Abbey in Framingham, and 67 Degree Brewery in Franklin. Connected with two out of 3 event planners. Someone left her a message to connect today from Startline. Encouraged to use local food trucks within town for the event. The intent is to bring people back to the business district, especially a place that's been vacant for so long – try to get permission to use space outside of the former McDonalds restaurant at Shaw's Plaza. Ms. McKenzie asked who she could reach out to about the food trucks. Ms. McKenzie asked about the permitting process. She asked if there's a procedure in place to hold such an event. Ms. Saint Andre has spoken with the Selectmen's office and offered her assistance. We need to identify the brewery and the location. Ms. Saint Andre offered to reach out to the owner of the Plaza. Members need to divvy up the project. We can determine the steps we will need to take. Hold this event around the time of another event to get more attention. Members thought May would be a good time of year. Mr. McDermott asked if we were looking to have one brewery or multiple. Ms. McKenzie was thinking one. Mr. McDermott went to an outdoor concert at Palladium in Worcester, multiple breweries set up with samples. He mentioned there is a lot of parking at Medway Yoga. There's also a little park in the middle. Envisioning picnic tables – fenced in with a defined area. Chair Knowlton stated that would be a good way to limit liability. Need to determine if the brewery would provide any seating or lighting. Ms. Saint Andre will contact the owner of the plaza first. Ms. Saint Andre suggested having the brew pub event to open Restaurant Week. Mr. Di Iulio agrees that beginning Restaurant Week with the Brew Pub Pop Up Event would be a good idea and could possibly generate a lot of interest.

First find out if the plaza is on board, then go forward from there. Determine costs and who will pay for what. Mr. Abdi knows the owner of CraftRoots Brewery in Milford that he can reach out to. Mr. McDermott also is familiar with a brewery in Wachusett.

Mr. Schultz asked how this would benefit the existing businesses. Ms. Saint Andre does not see this as being competition for the existing businesses. Any foot traffic is good traffic. Ask the businesses if they would like to participate – Supreme Pizza, Subway, etc.

Ms. McKenzie asked the timing of the event – as it relates to Restaurant Week. Ms. Saint Andre will work with Ms. Dennehy of the Medway Business Council on this.

Business Resource Guide- Discuss state funding grant and consultant RFQ

Ms. Saint Andre provided an update – We did receive the Contract from the State. The Town Manager has signed it and sent it back. Waiting for the fully executed copy back from the state. The Select Board voted to authorize and expend the grant. Spoke to Town IT Director as to how it would work for our website. Recommendation is that the work be split up into two pieces. Hire a consultant to do the research to identify resources, categorize, and get the contact information.

Then turn over to web master – Civics Plus can take the information and build the platform so it is compatible with our website and the Town will be able to keep it up to date rather than a third party. This seems to be the easiest way to do it. Hefty annual fees if we use a third party to do the website part. RFQ should be going out soon. Select Board will be making the decision based on price.

Reports

Update on Cultural Council Initiatives and Potential EDC Involvement

Ms. Kendal stated she did not have too many updates on behalf of the Cultural Council. It is currently 2022 grant season. Next month Ms. Kendall should be able to report on that.

Master Plan Committee

Ms. McKenzie reported that on January 10th there was a collaborative meeting with Master Plan Committee (MPC) and Select Board, to review phase 1 and 2. Some concerns with costs of everything identified to date. Going into Phase 3, Strategies, and forming more focus groups. Ms. McKenzie will share with Ms. Saint Andre and Chair Knowlton to share with the committee. Targeted to be wrapped up September 2022. Ms. Saint Andre stated the committee has done a great job, as well as involving the community. She reported on the new Housing Production Plan- two major planning initiatives that the Town has been working on. This project should be done next month. Jenn Goldsen is looking for feedback this month so the Housing Production Plan can be voted on.

Ms. McKenzie reported that the next meeting for the MPC is Monday at 6:30. MAPC is going to present its regional report at this meeting. Also, there will be a presentation on the facilities assessment plan for Medway, which covers all town-owned buildings.

Use of Economic Data

Chair Knowlton stated he has no updates.

Planning and Economic Development Board (PEDB)

Phytopia special permit to cultivate and process marijuana was granted so it can go to the State and get further permitting through the Cannabis Control Commission. The Town has two projects before the

PEDB – fixing up fields next to Choate Park, and the new water treatment facility. Working with the Select Board on the MBTA Community zoning – state legislature passed a bill last year requiring multi-family zoning in towns served by the MBTA (Medway is included because of commuter rail stations in Norfolk and Franklin). This will be difficult – 15 units per acre density is required, and at least 50 acres of land. This causes concern for smaller towns like Medway. Proposed guidelines are one size fits all. Being directed by DHCD. SWAP, the regional planning group, is having a meeting with representatives of DHCD to review this. TRIC, another regional planning group, will also be involved. If anyone is interested, an email can be shared as it's a virtual meeting.

39 Main Street as an example – at least 15 units per acre. Ms. Saint Andre mentioned the Town GIS Coordinator put together a map of current multifamily housing.

Medway has some multi-family but not enough to meet the requirements. Mr. Schultz asked what the timeline was on this requirement. Initial steps need to be taken by May 2nd, including a presentation to the Select Board. This will keep us eligible for the grants this year.

Approval of Meeting Minutes from December 16, 2021

On a motion made by Mr. Di Iulio; seconded by Mr. McDermott, the Economic Development Committee voted by roll call vote to approve the meeting minutes from December 16, 2021.

Khalid Abdi	Aye
Rich Di Iulio	Aye
Mark Schultz	Aye
Zach Knowlton	Aye
Liam McDermott	Aye
Cassandra McKenzie	Abstain
Jennifer Kendall	Abstain

Next Meeting: February 17, 2022 via Zoom

On a motion made by Mr. Di Iulio; seconded by Mr. McDermott, the Economic Development Committee voted unanimously by roll call vote to adjourn at 8:08 p.m.

Khalid Abdi	Aye
Rich Di Iulio	Aye
Mark Schultz	Aye
Zach Knowlton	Aye
Liam McDermott	Aye
Cassandra McKenzie	Aye
Jennifer Kendall	Aye

Respectfully submitted,

Katherine Mitchell, Recording Secretary

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