

## Board Members

Andy Rodenhiser, Chair  
Sarah Raposa, A.I.C.P.,  
Vice-Chair  
Timothy Harris, Clerk  
Jessica Chabot, Member  
John Parlee, Member



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# TOWN OF MEDWAY COMMONWEALTH OF MASSACHUSETTS

## PLANNING AND ECONOMIC DEVELOPMENT BOARD

### Meeting Minutes

**Tuesday, October 3, 2023 @ 7:00 p.m.**

**Medway Town Hall, 155 Village Street, Medway, MA**

	<b>Andy Rodenhiser Chairperson</b>	<b>Sarah Raposa Vice Chairperson</b>	<b>Timothy Harris Clerk</b>	<b>Jessica Chabot</b>	<b>John Parlee</b>
<b>Attendance</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>

Also in attendance:

Barbara J. Saint Andre, Director of Community and Economic Development  
Jeremy Thompson, Planning and Economic Development Coordinator

The Chair opened the meeting at 7:00 p.m. and announced that the meeting is being recorded.

There were no public comments.

### **PUBLIC HEARINGS:**

**The Chair opened the public hearing on the Town Meeting warrant articles by reading the following notice:**

7:00 p.m. Pursuant to G.L. c. 40A, §5, the Town of Medway Planning and Economic Development Board (PEDB) will conduct a public hearing concerning proposed amendments A through G to the Medway Zoning Bylaw, as set forth in the Notice of Public Hearing. The proposed amendments have been prepared for inclusion on the warrant for consideration at the November 13, 2023 town meeting; specific article identifiers will be revised as the Select Board finalizes the warrant and assigns warrant article numbers.

Ms. Saint Andre noted that Town Counsel had recommended some minor changes to two of the warrant articles; those changes have been made, and the versions of the various articles in the Board's drop box for tonight's meeting are the current version before the Board for a vote.

Resident Charlie Myers was present at the meeting to discuss the schedule of uses for energy storage.

He is concerned about the exemption referenced and this being put into the public service category. The question is who is going to determine what qualifies for an exemption for the State. He also explained that in some categories, the state declares what qualifies for exemption with the State for all zoning. The main concern is the public service category.

**On a motion made by Sarah Raposa, seconded by Jessica Chabot, the Board voted (5-0) to close the public hearing.**

**On a motion made by Jessica Chabot, seconded by Sarah Raposa, the Board voted (5-0) to approve and recommend the warrant articles A through G.**

### **Stormwater Management and Land Disturbance Bylaw potential amendments and related proposed regulations:**

The Board was informed that Town Counsel has recommended some minor changes to the warrant article. This was provided to all to review. There were some typos which needed to be changed. Conservation Commission voted at their last meeting to approve the document at their last meeting. The Board had no comments on the recent revisions.

### **Town Meeting Article: Road Acceptance:**

The Board was informed that the Select Board are looking to reopen the warrant to include an article for the acceptance of the driveway to the high school as a public way, since the culvert in this area needs to be repaired. Some of the funding to repair this can be covered by a state grant if it is accepted as a public way. The Board is comfortable with the road acceptance article.

### **ANR Application:**

The Board is in receipt of an ANR application for 34 Broken Tree Road. There was a need to include both owners' names on the plan. This was completed. It was recommended that the Board endorse.

**On a motion made by Jessica Chabot, seconded by Sarah Raposa, the Board voted unanimously (5 to 0) to endorse the ANR plan for 34 Broken Tree Road.**

### **44 Willow Pond Circle Field Change:**

The Board is in receipt of a request for a field change for 44 Willow Pond Circle. This is to address the drainage channel while proposing to mitigate the ponding of water throughout this channel during high intensity storm events. The Board was informed by Damien Dmitruk, the representative of the owner, that a contractor was chosen to complete the work. In order to secure lending, the applicant needed to acquire three proposals. The work will be starting between November 1 and November 15 and will take 5-6 days to complete. At the last meeting, the Board had requested a detailed plan for work completion.

Resident Tim Choate was present at the meeting and provided a photo showing the water on his property from last June. He would like the remediation to be put in place.

The Board will look at enforcement if this is not completed by November 14, 2023.

**On a motion made by Jessica Chabot, seconded by Sarah Raposa, the Board voted unanimously to approve the extension for 44 Willow Pond Circle field change from October 8<sup>th</sup> to November 14, 2023 with all the work being completed by November 14, 2023.**

#### **4 Marc Road – Field Change/Certificate of Completion:**

The Board is in receipt of a field change for 4 Marc Road. This is for the gravel behind the berm, which the Board has discussed at previous meetings.

**On a motion made by Sarah Raposa, seconded by Tim Harris, the Board voted unanimously to approve the Field Change for 4 Marc Road.**

The Board was informed that Tetra Tech has performed the final site inspection for 4 Marc Road and it is recommended for Certificate of Completion.

**On a motion made by Jessica Chabot, seconded by Sarah Raposa, the Board voted unanimously to approve the Certificate of Completion for 4 Marc Road.**

#### **Construction Report:**

The Board is in receipt of construction reports.

#### **Zoning Board of Appeals:**

The Board is in receipt of applications for 305 Village Street and 67 Village Street. Upon review of the applications, the Board does not have any questions and does not take any action on these.

#### **Master Plan Implementation:**

The Board discussed coming up with a plan to implement some of the Master Plan goals. It was suggested to create a spread sheet with the various incentives and implementation goals. There was a recommendation to put various due dates for some of the tasks and working with the responsible parties who will implement the tasks. It was also suggested to have 3A as a standing discussion item.

#### **Subdivision Rules and Regulations:**

The Board was informed that Ms. Saint Andre is working on red line updates to the Subdivision Rules and Regulations. This document will need to be reviewed by Consultant Tetra Tech. She asked that the Board approve her to obtain an estimate for the review of the Subdivision Rules and Regulations from Tetra Tech.

**On a motion made by Jessica Chabot, seconded by John Parlee, the Board voted to authorize Tetra Tech to provide an estimate to the review and updating of the Subdivision Rules and Regulations.**

#### **Approval of Minutes:**

##### **September 26, 2023:**

**On a motion made by Sarah Raposa, seconded by Tim Harris, the Board voted (4-0-1 Jessica Chabot abstained) to approve but not release the executive session minutes from September 26, 2023.**

#### **Medway Commons Field Change:**

The Board is in receipt of a request for a minor field change for Medway Commons relating to the pavement markings near the Starbucks drive thru. The building commissioner reviewed and found this request is insubstantial and approved it.

**NEXT MEETING:**

- **October 17, 2023**

**ADJOURN:**

**On a motion made by Jessica Chabot, seconded by Sarah Raposa, the Board voted (5-0) to adjourn the meeting at 8:30 p.m.**

Respectfully Submitted,

Amy Sutherland  
Recording Secretary

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

**List of Documents Reviewed at this Meeting**

1. Town Meeting Article A – Schedule of Uses
2. 34 Broken Tree Road ANR plan
3. Plan entitled “Salmon Health and Retirement Community Construction Field Change”, dated 7.31.2023 prepared by Coneco Engineers and Scientists.