

Medway Planning and Economic Development Board
SPECIAL MEETING
Monday, June 28, 2021 @ 6:30 p.m.
Medway Middle School, Presentation Room
45 Holliston Street

Planning and Economic Development Board: Andy Rodenhiser, Chair; Robert Tucker, Vice Chair;
Members Jessica Chabot, Richard Di Iulio, and Matthew Hayes, P.E.; Tom Gay, Associate Member.

Master Plan Committee Members Present: Becky Atwood, Jessica Chabot, Susan Dietrich, John Foresto,
Ellen Hillery, Siri Krishna Khalsa (exited 8:44 PM), Tara Kripowicz, Denise Legee, Cassandra McKenzie,
Sarah Raposa, Linda Reynolds, Debi Rossi, Faina Shapiro, Alex Siekierski, Jack Wolfe.

Master Plan Committee Members Absent with Notice: Eric Arbeene, Carey Bergeron.

Master Plan Committee Staff Present: Susy Affleck-Childs, Planning and Economic Development
Coordinator; Jeanette Galliardt, Recording Secretary.

Others Present: Glenn Trindade, Select Board; Jenn Goldson and Barry Fradkin, JM Goldson, LLC

Call to Order

It is noted that the Planning and Economic Development Board attended the meeting of the Master Plan Committee for a presentation and discussion of the draft Existing Conditions Report for Phase 1 of the Master Plan Project.

At 6:31 PM Mr. Rodenhiser called the meeting of the Planning and Economic Development Board to order. All members were present.

At 6:32 PM Ms. Chabot called the meeting of the Master Plan Committee to order. Committee members were supplied with name tents and also introduced themselves for the benefit of the viewing public.

Debrief May 24, 2021 Master Plan Community Forum; JM Goldson Presentation on Phase 1 Existing Conditions Report; and Presentation and discussion on Phase II Community Engagement Activities

The committee reviewed the following information: (1) A document entitled "Medway MP Existing Conditions Report, 061721" for review and comment; and (2) PowerPoint Presentation entitled "Medway_MPC_Meeting #2_062821 Presentation".

At this time, Ms. Goldson reported that her presentation will cover the first three items on tonight's agenda: Summary of the 5-24-21 Community Forum, Phase I Draft Existing Conditions Report, and Phase II Community Engagement Activities. Referring to the Planning Process, she noted that one of the first objectives is to push information out to the public, review documents and begin sharing resulting information in the community. **(The presentation slides are attached.)**

Committee members and affiliated groups

Jessica Chabot, Planning & Economic Development Board – Chair
Cassandra McKenzie, Economic Development Committee – Vice Chair
Eric Arbeene, At-Large Member | Becky Atwood, Cultural Council | Carey Bergeron, Energy & Sustainability Committee
Susan Dietrich, School Committee | John Foresto, Select Board | Ellen Hillery, Finance Committee | Siri Krishna Khalsa, Council on Aging
Tara Kripowicz, Conservation Commission | Denise Legee, Open Space Committee | Sarah Raposa, At-Large Member | Linda Reynolds, Lions Club
Debi Rossi, Board of Parks Commissioners | Faina Shapiro, Medway Business Council | Alex Siekierski, Design Review Committee
Jack Wolfe, Affordable Housing Trust & Committee

Summary of the Community Forum – Mr. Fradkin reported on the characteristics of the forum participants based on information gathered offline. Next he summarized the responses to the various questions posed to participants during the forum.

Discussion of Community Forum – Ms. Goldson asked members to share thoughts. Was it what you expected? Were there surprises? The following comments came forward:

- The Zoom format of the forum might have deterred some people who may not be comfortable with that format. The same might be true for those who regularly attend Town Meeting.
- Hope that the information can be spread to a broader segment of the community.
- Many topics mentioned during the comments portion of the forum were not a surprise as those topics have been discussed during the past ten years, i.e., open space, water, over building, community center, etc. One area of the community might be interested in a particular thing that another part of town will not want.
- Do we know if the comments are divided by age groups? Some responses might have been a little trendy.
- Surprised there was not more participation from long-time residents.
- Is there a way to distinguish between things suggested by families who have been here a long time as opposed to newcomers?
- Some things are important but take years to accomplish such as improving water quality. A town pool is a lovely idea but it will take years to put aside the money, and then will we still want it. The 100 people who participated are already engaged in community activities
- 100 people in a town of this population is not a good sample.
- Many people are working remotely as opposed to leaving Medway every day to go to work.
- How can we effectively reach out to increase the level of engagement, especially from those who don't typically participate?
- A lot of people come to Medway for the school system. Can we reach out to school families via existing channels?

Responding to concerns about the number of forum participants, Ms. Goldson reminded everyone that this is the very beginning of this process, adding that more people will learn about the effort as the process progresses. She admitted that there may be a perception that the ordinary resident may feel overwhelmed by the type and amount of information, and may opt not to participate.

At this time, Ms. Goldson directed attention to the Existing Conditions Report, Purpose of Phase 1 slide, and asked members to review the purposes to assess the appropriateness of efforts in this section.

- *What was the community like in the past?*
- *How has it developed and changed over time?*
- *What are the community's key issues and opportunities?*

Ms. Goldson reviewed the Phase I Project Schedule as well as the 8 Chapters listed within the Contents Page of the Existing Conditions Report and the organization of each. Once the committee has thoroughly reviewed the report, it will be placed on the Town website on the Master Plan Committee page.

The chapters as well as any specific discussion are as follows:

Land Use

Housing and Demographics

Economic Development

Responding to a question from Mr. Rodenhiser, Ms. Goldson stated that it is unknown whether all issues mentioned in the report will be acted upon, noting that additional issues may arise during the process. As the public reviews the draft report, more topics and issues may come forward. This report as we have it today will remain as a standalone document. Comments that come in will be presented to the Master Plan Committee for acceptance before moving forward.

Brief discussion followed during which it was noted that the final Master Plan is essentially a blueprint for how Medway will move forward as well as being a document that can be used in legal proceedings involving the Planning and Economic Development Board.

Referring to the Preliminary Findings, it was noted that there is a daytime population drain for people traveling out of Medway to their jobs out of town. Creating jobs here would help the community overall. A graph was shown representing jobs in various industries, the red being areas that are low and underrepresented.

Medway taxes used to be high compared to other nearby communities, but are no longer. They are in the middle of the range now and are balancing out. People may be concerned that this Plan will cause their taxes to go up. It was noted that there are already various action plans in place that are continuously being worked on, i.e., sidewalks, water mains, etc. There is value in that work already underway that often goes unnoticed. Brief discussion followed.

Economic Development – This graph indicates where uses are located, specifically, the colored area represent uses, and industrial uses are high generators of property tax revenues.

Historical & Cultural Resources – There are a lot of historical homes still on their original property as well as those that have been repurposed from residential use to other uses. Strong cultural resources exist in Medway, but there is a shortage of event space. Good natural resources exist for purposes such as Open Space & Recreation. Conversely, there was concern that the excellence of the athletic fields and recreational programs is actually adversely tapping resources including that of available staff.

Public Facilities and Services – As the community grows, there will be more demand on services.

At this time, Ms. Goldson asked that committee members submit their comments on the report by noon on Thursday, July 15th and spoke briefly about how comments can be submitted. Ms. Chabot asked members to respond, whether or not they have comments. This ensures that no one is overlooked.

If there is a large response regarding particular items, those items may come back to the full committee at the next meeting on July 26th. The July 15th deadline allows the consultants time to process all comments to allow for that discussion. A revised Report will then be prepared by August 26th, and posted online to allow the public to review and comment with an October 1 deadline.

Purpose of Phase II -- Create an aspirational vision and goals through meaningful and inclusive community engagement. Ms. Goldson shared some examples of the type of end-product they are aiming at, one of which is Ipswich in 2035 . . . "a scenic coastal community defined by its open space and natural resources, First Period historic resources, vibrant local businesses, strong schools and community partners, and a welcoming social fabric for residents and visitors of all ages, races, ethnicities, and backgrounds". She noted that the vision statement for a community needs to be individualized to it.

Mr. Fradkin distributed samples of the Meeting in a Box (**see attached**) so that members could hold their own meetings to share information. Ms. Affleck-Childs noted that this is a draft that can be refined, and asked members to submit suggestions. Ms. Goldson cautioned that groups should be small, i.e., 6-8 people or the group will become unmanageable. Workshop format. Master Plan Committee members were asked to please hold their meetings before July 26th. Brief discussion followed on ways to conduct these meetings. It was suggested that perhaps groups could be held by occupation, people with similar backgrounds or experience. Anyone can host such a meeting. All meeting responses/reports should be submitted by September 3 to be tabulated. It was noted that Jess Chabot will do a test run of Meetings in a Box early next week.

Community Survey – A link to the master plan survey will be distributed soon; it will be in draft mode. Committee members were encouraged to look at both the resident and non-resident sections to see what is included. The survey will be revised based on comments and will go live next week. It will be promoted on social media and on the Town's website. It will be live through September 6.

Tabling at Summer Events – Ms. Goldson asked for volunteers to staff the tables to distribute information as well as answer questions. There will be two-hour slots for each event. Events include Concerts in the Park, Movies in the Park and Farmers' Market. Tabling will include info boards and related activities.

Mr. Fradkin described the online "crowd mapping tool" that will be on the Master Plan Project website, noting that the initial one will be a draft version. People will be able to add things (text) directly on the map to suggest ideas. Goldson staff will monitor and remove any offensive comments. Concern was expressed for the possibility of people uploading inappropriate photos. Mr. Fradkin will research how the filter can be adjusted. Brief discussion followed during which it was decided that there was no objection from committee members that the ability to add photos be eliminated.

It was announced that the next Community Forum will take place on Sunday, October 3, from 11 AM – 3 PM at Medway High School. Ms. Goldson asked for a subcommittee of 2 or 3 people to focus on things such as food, entertainment, and other details. Ms. Raposa, Ms. Rossi and Ms. Shapiro volunteered to serve on the subcommittee. Ms. Goldson pointed out that the subcommittee members need to be appointed in a public meeting; this can be handled at the July 26th meeting.

At this time, Ms. Chabot asked if there were any questions from Planning and Economic Development Board members. There were none. There were no further questions from Master Plan Committee members. She encouraged everyone to access tonight's presentation via a forthcoming email from Ms. Goldson or the updated link to OneDrive.

Public Comments

Ms. Leanne Harris, 14 Kings Lane, expressed concern about the Meeting in a Box. In order for the public to get involved, is there enough time to do this over the summer which is typically a time for family vacations and other summer activities? Ms. Chabot responded that it may seem short but there will be a lot of other activities that will also reach a lot of people.

Ms. Andrea Kerr, 37 Waterview Drive, asked about involving the schools. Ms. Goldson responded she will reach out to the schools to share links to information, adding that a lot of the events and activities over the summer will be accessible to families. She would also like to connect with high school teachers about classroom presentations for the next school year.

Review of Correspondence (See attached)

The committee reviewed email correspondence from the following individuals: Town Manager Michael Boynton, dated April 28 2021; Lee Brundage, dated April 28, 2021; and Fred Hopke, dated May 24, 2021.

Ms. Affleck-Childs briefly reviewed the comments that were submitted. Town Manager Boynton and Ms. Brundage both asked that handicap accessibility be considered in all discussions regarding requirements to structures. Mr. Hopke wrote about his concerns about rapid growth in town as well as other topics that have been raised at other times.

The Master Plan presentation and discussion having concluded, Planning and Economic Development Board members exited the Presentation Room at 8:44 p.m. to convene in the adjacent hallway for other business.

Review of plan review estimate from Tetra Tech for Rocky's Hardware outdoor display special permit application.

Ms. Affleck-Childs briefed the Board that Rocky's Hardware had submitted an application for an outdoor display special permit and associated administrative site plan for a 1200 square foot, enclosed outdoor display area at their new location at Medway Place shopping plaza. The project also includes a propane filling station area. Because the project requires a special permit from the Planning and Economic Development Board, the administrative site plan is automatically referred to the PEDB instead of being reviewed by the Administrative Site Plan Review Team. She had discussed this with the chairman and determined it would be appropriate for Tetra Tech to review the project for the Board. The Tetra Tech estimate is for \$1,860. **(See Attached.)**

A motion was made by Rich Di Iulio and seconded by Bob Tucker to approve the Tetra Tech estimate as provided.

Discussion

Mr. Rodenhiser asked who decided that this Rocky's project would be separate from the overall Medway Place site plan. He feels it should be considered as part of that and not separately.

Ms. Affleck-Childs explained that when asked by the applicant, she discussed with Building Commissioner Jack Mee and the project, though related to the overall Medway Place site plan, fit the definition of an activity subject to administrative site plan review (fencing).

Mr. Rodenhiser stated he felt that this is a decision the Board should have made. He noted that Rocky's is already storing items in this area without having any permit. He expressed his continued frustration with the administrative site plan process and noted his disappointment that staff has not kept the Board briefed on such applications. He also referenced that Ocean State had recently done some storefront improvement work and asked if they had come in for administrative site plan review.

Ms. Affleck-Childs responded that Ocean State's new sign had gone through the sign design review process with the DRC. She indicated she would check with the Building Department on the scope of Ocean State's storefront work.

The Board decided to proceed with the vote. The motion regarding Tetra Tech's plan review cost estimate for the Rocky's Hardware outdoor display area was approved unanimously.

Other business as may come before the Committee

None.

Adjourn

A motion was made by Rich Di Iulio and seconded by Bob Tucker to adjourn the meeting. The motion was unanimously approved.

The meeting was adjourned at 8:59 p.m.

*Respectfully submitted,
Jeanette Galliardt
Master Plan Committee Recording Secretary*

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



MEDWAY MASTER PLAN COMMITTEE MEETING

6/28/21

PRESENTATION BY

JENN GOLDSON, AICP,
AND BARRY FRADKIN, GISP
JM GOLDSON LLC

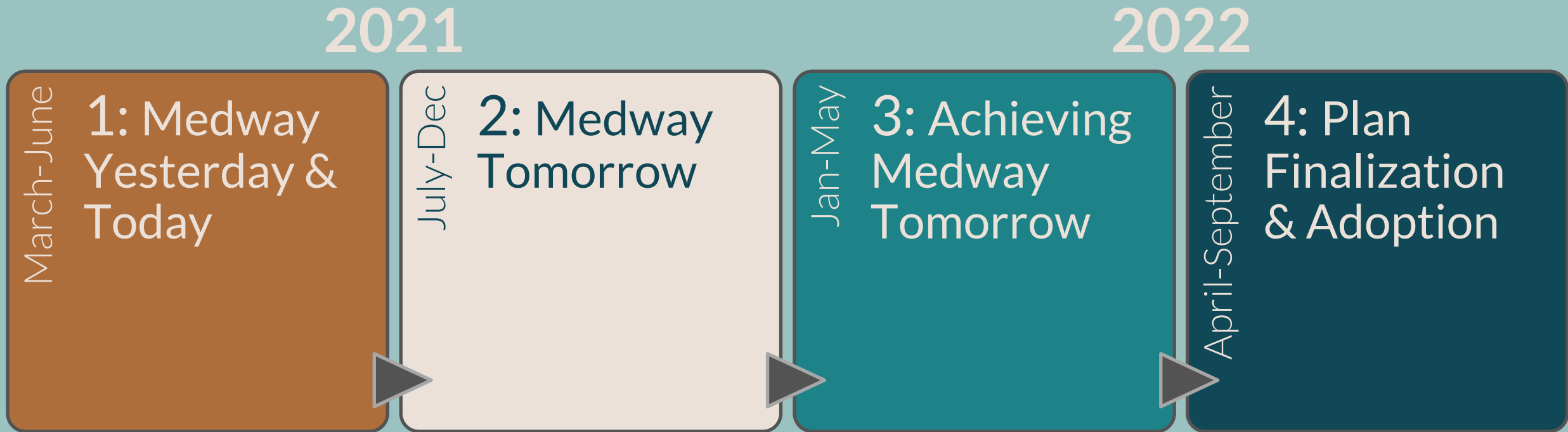
J M GOLDSON

PRESENTATION TOPICS

1. MPC Community Forum on May 24, 2021 – Summary of Findings
2. Phase I Draft Existing Conditions Report
3. Phase II Community Engagement Activities



THE PLANNING PROCESS





MPC COMMUNITY FORUM #1

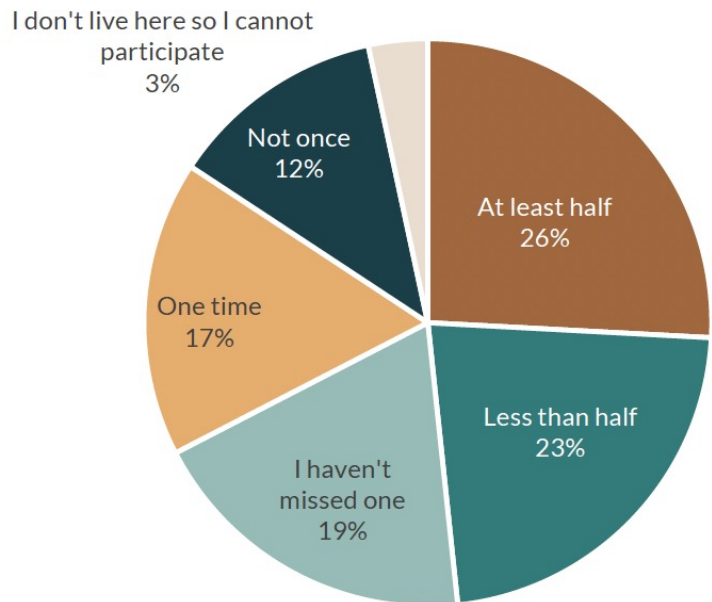
SUMMARY OF RESULTS

BARRY FRADKIN, GISP

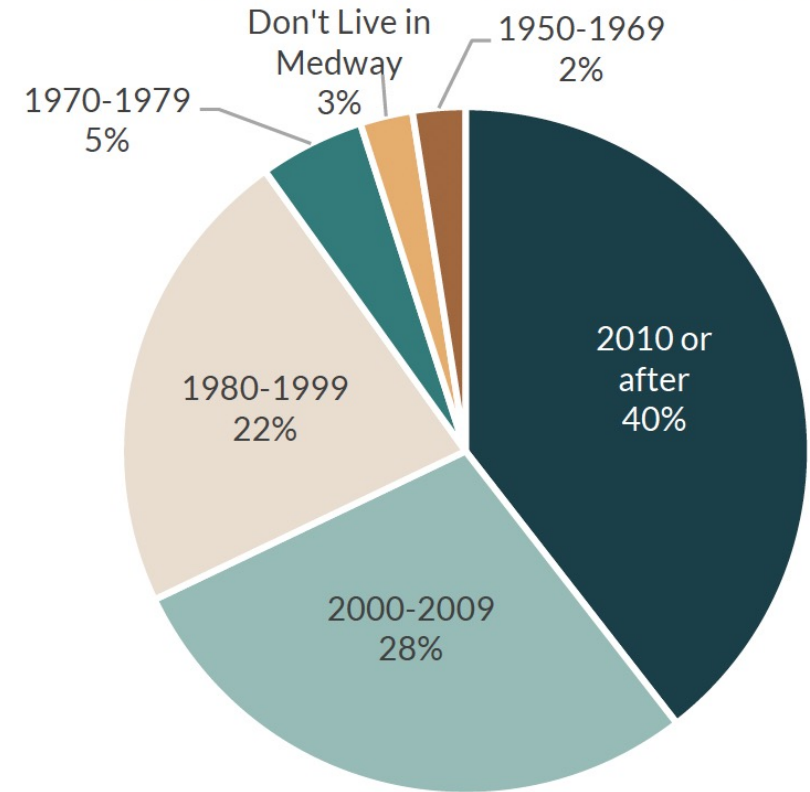
FORUM PARTICIPANT CHARACTERISTICS

93 participants in addition to panelists (MPC, Town staff, and consultants)

HOW OFTEN HAVE YOU PARTICIPATED IN TOWN MEETING IN MEDWAY IN THE PAST 5 YEARS



WHEN DID YOU COME TO MEDWAY?



WHEN A VISITOR COMES TO MEDWAY WHERE DO YOU TAKE THEM?

Some popular responses:

- Choate Park
- Restaurant 45
- Thayer House
- Medway Muffin House
- The trail system
- Medway Community Farm



What is ONE ADJECTIVE that describes a quality that you love about Medway?



WHAT ARE YOUR BIGGEST CONCERNS ABOUT THE FUTURE OF MEDWAY

- Density, traffic, loss of small-town feel
- Lack of affordable or rental housing
- Diversity and inclusion
- High taxes
- Medway Plaza
- Schools
- Water quality
- Lack of sidewalks



WHAT MARK DO YOU HOPE YOUR GENERATION WILL LEAVE ON THE TOWN?

- Retaining professional and fiscal responsible local gov't
- More diverse housing stock
- Commitment to and celebration of arts and culture and historic preservation
- Support of law enforcement
- More welcoming, diversity, and inclusion
- Open space
- Community feel
- Schools
- More vibrant

IF YOU HAD \$10M TO IMPROVE MEDWAY, WHAT ARE ONE TO THREE THINGS YOU WOULD DO WITH THE FUNDS?

- Create a community center
- Infrastructure improvements
- Building a downtown area
- Investing in the arts
- Committing to better education by funding schools
- Improvement of Medway Plaza
- Create a swimming facility (Town pool)
- Building a baseball complex
- Retrofitting parking lots with green infrastructure





EXISTING CONDITIONS REPORT

SUMMARY OF KEY FINDINGS

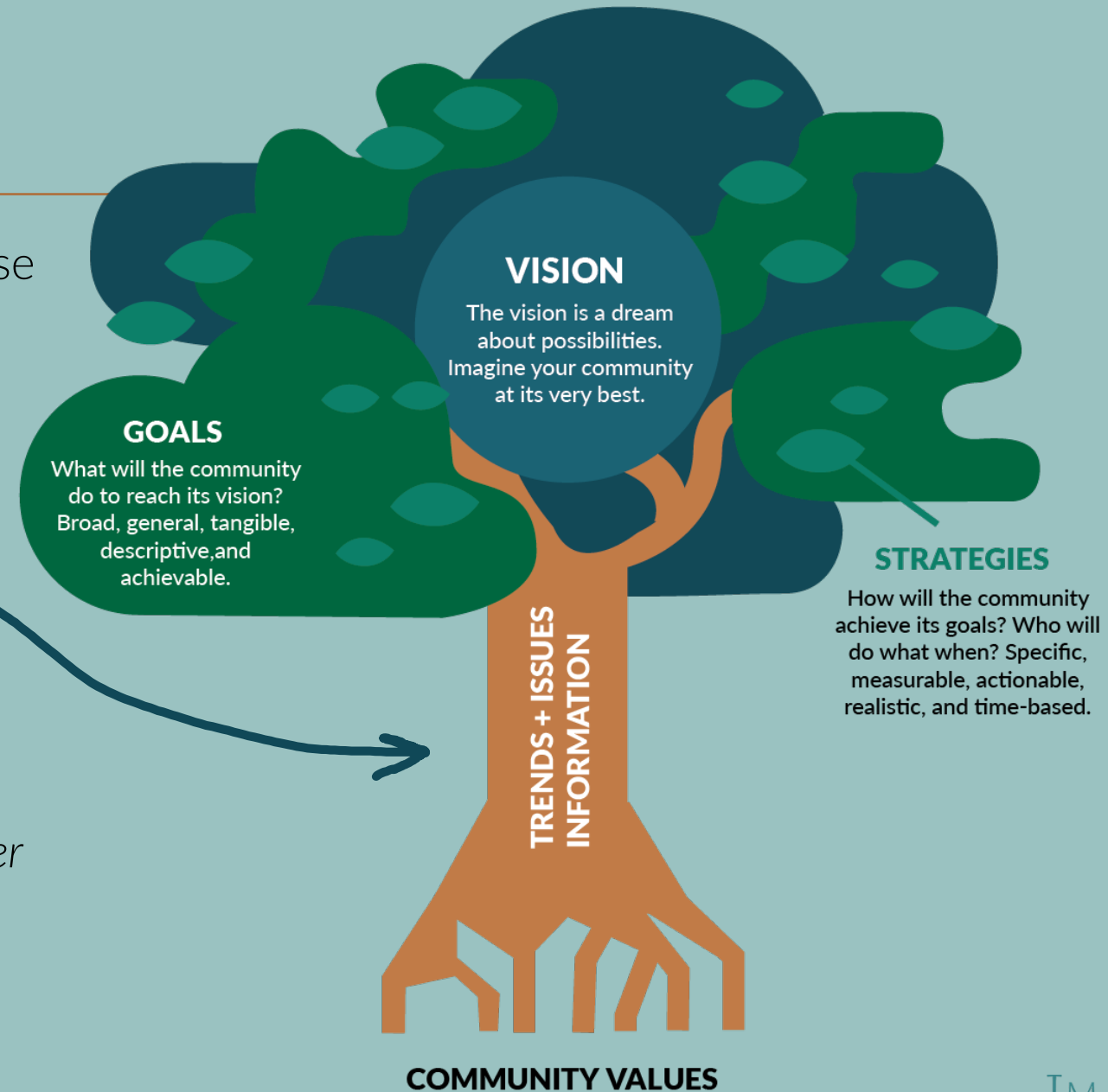
JENN GOLDSON, AICP

PURPOSE OF PHASE I

- Detailed compilation of the results of Phase I of the Master Plan
- Analysis of existing conditions
- Physical, environmental, cultural, and demographic characteristics

Three key questions:

- *What was the community like in the past?*
- *How has it developed and changed over time?*
- *What are the community's key issues and opportunities?*



PHASE I PROJECT SCHEDULE

4/12: MPC Meeting

Community driving tour

Launch project website

Create outreach & engagement plan

Collect data and review plans

Interviews

Preparation of Existing Conditions Report

5/10-5/21: Hold nine focus groups

5/24: Hold Community Forum #1

6/17: Submit draft Existing Report

6/28: MPC Meeting with PEDB members

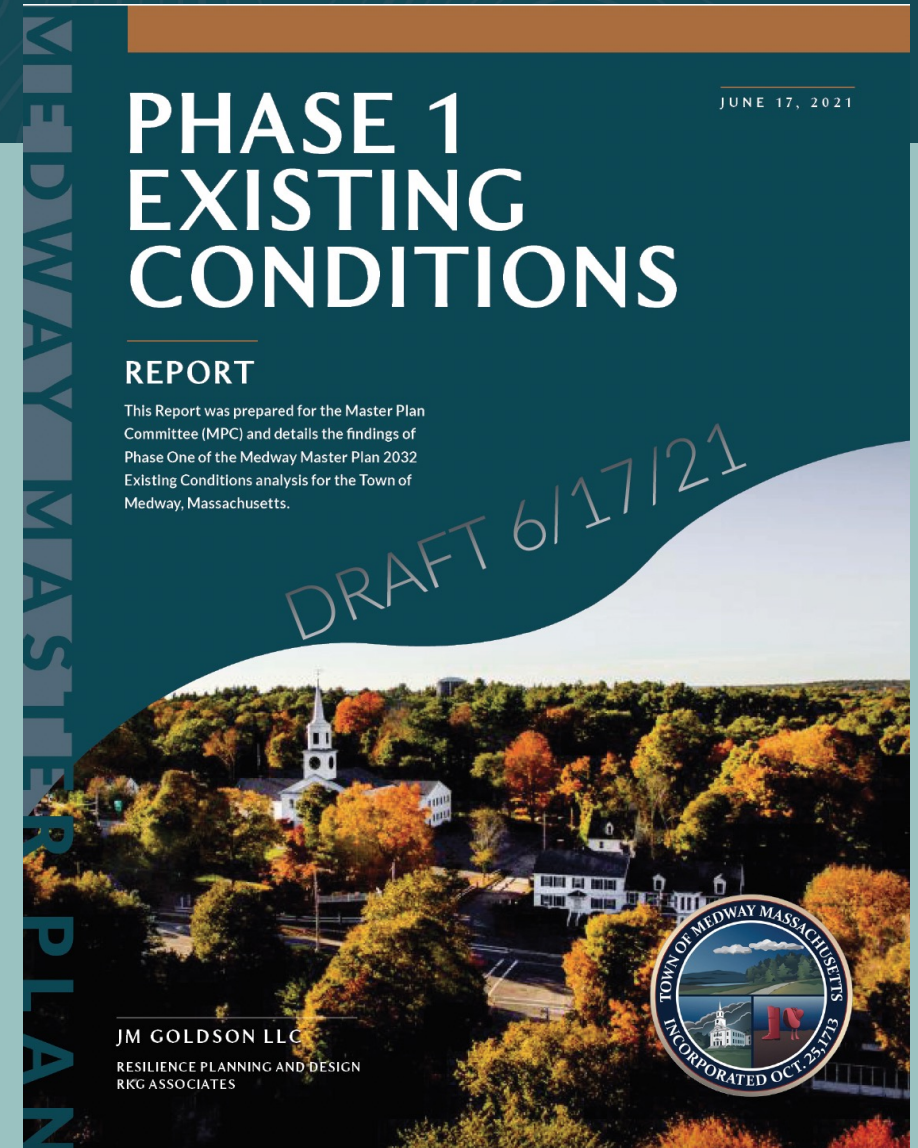
APRIL

MAY

JUNE

CONTENTS

- Introduction – serves as executive summary
- Chapter 1: Land Use
- Chapter 2: Housing and Demographics
- Chapter 3: Economic Development
- Chapter 4: Historic and Cultural Resources
- Chapter 5: Natural Resources
- Chapter 6: Open Space and Recreation
- Chapter 7: Transportation
- Chapter 8: Public Facilities and Services

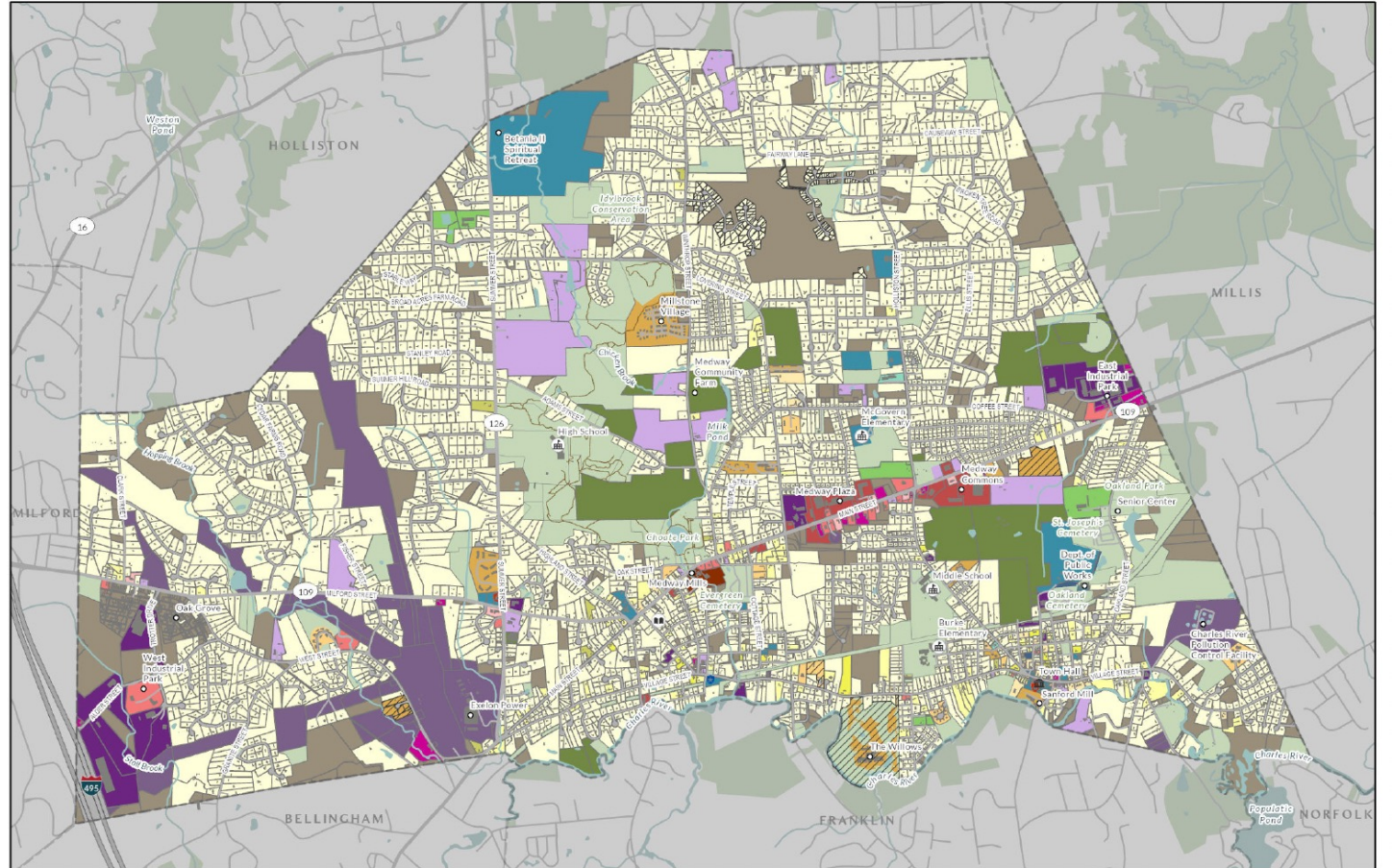


ORGANIZATION OF EACH CHAPTER

- Introduction
- Trends and Challenges
- Inventory of Existing Conditions
- Thematic Maps
- Conclusions

TOWN OF MEDWAY - CURRENT LAND USE
Prepared by JM Goldson LLC

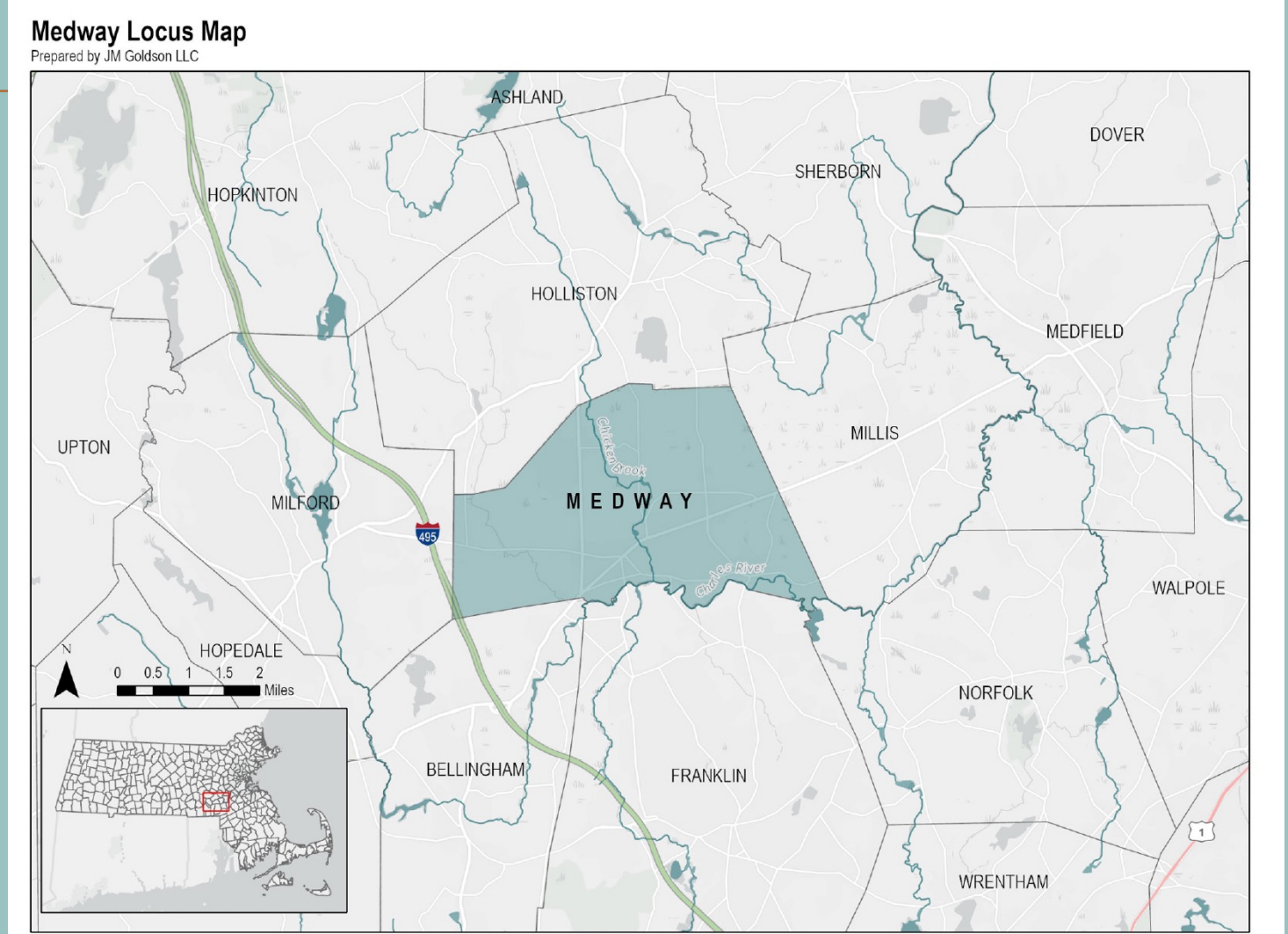
J M G O L D S O N



KEY FINDINGS

Regional Context

- Southwest of Boston between I 495 and 95 and bisected by Route 109
- Proximity to these major transportation corridors is a critical driving factor of issues and opportunities for the community and the region, creating:
 - development opportunities
 - growth pressures
 - demands on environmental resources



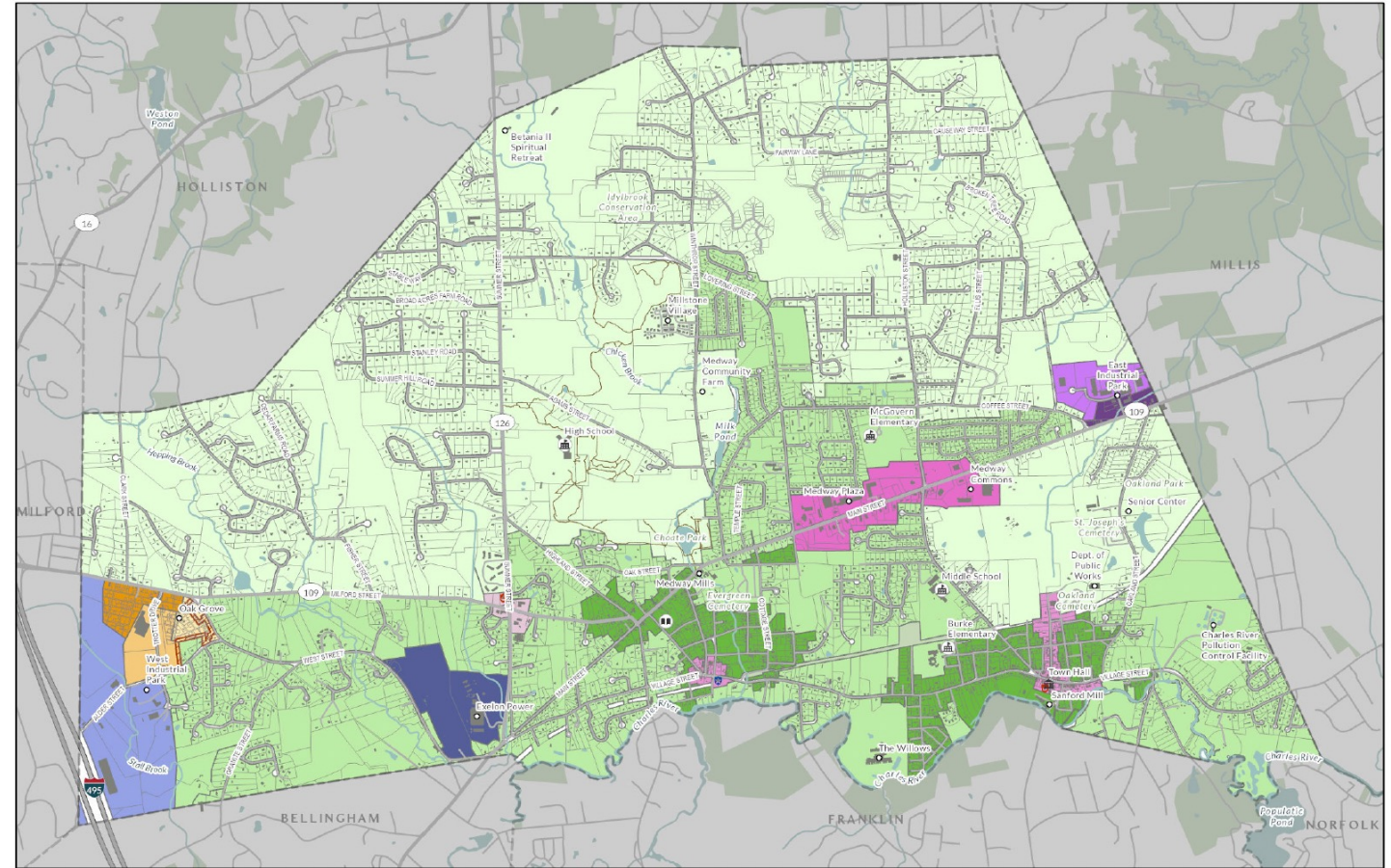
LAND USE

- Several nodes with commercial and historic buildings but lacks a distinctive town center
- Route 109 exhibits auto-centric sprawl patterns
- Opportunity for nodal development alternatives with mixed-use residential and commercial development:
 - *consumes less open land*
 - *provides greater mobility alternatives including pedestrian and bicycling modes*
 - *reduces energy consumption and emissions for a more sustainable land use pattern*

TOWN OF MEDWAY - BASE ZONING DISTRICTS

Prepared by JM Goldson LLC

J M GOLDSON



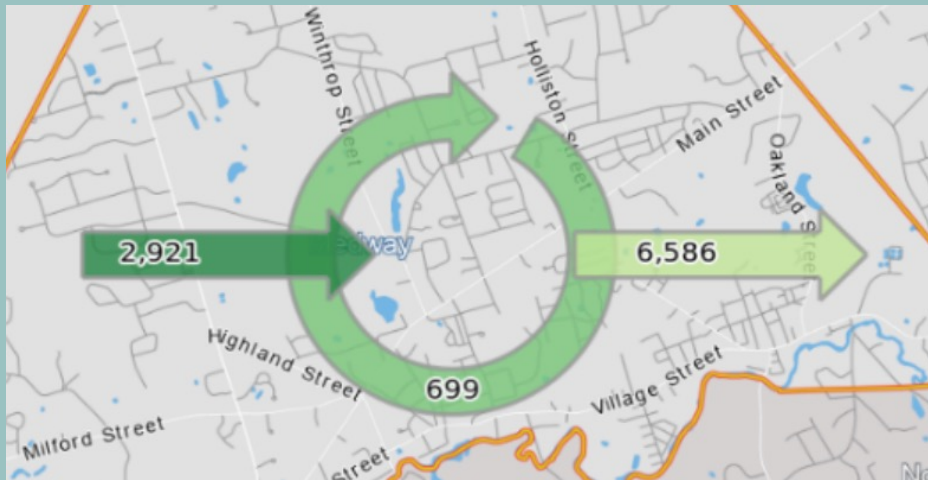
HOUSING AND DEMOGRAPHICS

- Need for more housing options
- Rental units, multi-family dwellings, and smaller units are important
 - to meet the needs of current residents
 - and to help make the town more welcoming and inclusive
- Medway's population is also aging, indicating a need for an increase in smaller and more affordable units



Glen Brook Way residential development. Source: JM Goldson

ECONOMIC DEVELOPMENT



- Daytime population drain resulting from net negative commuter flows –
- Increasing jobs in Town would help serve residents and diversify the tax base
- Effective redevelopment of portions of Route 109 could add mixed-use

ECONOMIC DEVELOPMENT

INDUSTRY EMPLOYMENT IN MEDWAY

NAICS	Description	2010 Jobs	2020 Jobs	2010 - 2020 Change	2010 - 2020 % Change	2020 Location Quotient (MA)	Avg. Earnings Per Job
90	Government	679	710	31	5%	1.12	\$102,534
11	Agriculture, Forestry, Fishing and Hunting	239	656	417	174%	31.15	\$42,624
44	Retail Trade	481	469	(12)	(3%)	1.01	\$49,070
54	Professional, Scientific, and Technical Services	359	453	94	26%	0.85	\$66,900
81	Other Services (except Public Administration)	372	446	74	20%	1.74	\$30,486
56	Admin. & Support & Waste Management	308	438	129	42%	1.67	\$59,524
62	Health Care and Social Assistance	465	431	(34)	(7%)	0.49	\$55,429
31	Manufacturing	471	422	(49)	(10%)	1.29	\$96,927
72	Accommodation and Food Services	364	355	(10)	(3%)	1.02	\$27,128
51	Information	397	216	(181)	(46%)	1.67	\$98,815
23	Construction	133	186	53	40%	0.68	\$88,294
61	Educational Services	180	179	(1)	(0%)	0.57	\$23,324
52	Finance and Insurance	113	116	3	3%	0.47	\$90,833
53	Real Estate and Rental and Leasing	92	94	2	2%	1.18	\$64,103
42	Wholesale Trade	54	56	2	4%	0.34	\$117,145
48	Transportation and Warehousing	22	21	(1)	(6%)	0.16	\$99,113
71	Arts, Entertainment, and Recreation	21	20	(1)	(4%)	0.25	\$28,294

Source: EMSI, 2020 Industry Report

- Analysis indicates specialty in Agriculture and underrepresentation in:
 - *health care*
 - *construction*
 - *educational services*
 - *finance and insurance*
 - *wholesale trade*
 - *transportation/warehousing*
 - *arts/entertainment/recreation*

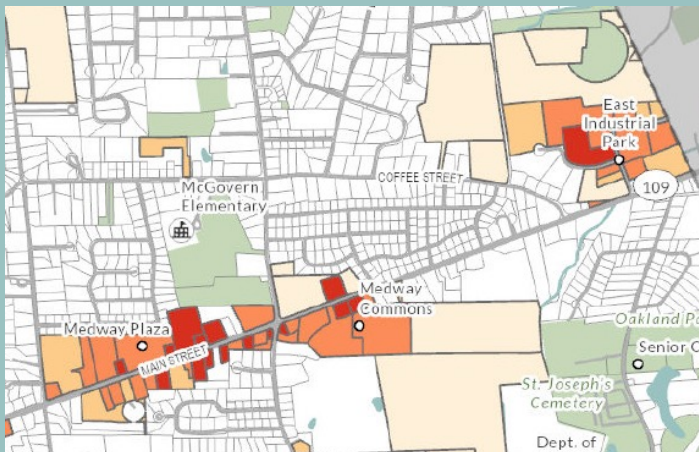
ECONOMIC DEVELOPMENT

TAX RATE AND TAX BASE TRENDS IN MEDWAY & SURROUNDING COMMUNITIES

Town	Property Tax Rates		% Change FY10-FY21		Avg. SF Home Value (FY2021)	Avg. SF Property Tax Bill (FY2021)	Single Family Tax Bill as % of Value
	Res.	C/I/P	Res.	C/I/P			
Bellingham	14.41	20.58	20.5%	22.6%	\$338,900	\$4,884	1.44%
Franklin	14.65	14.65	21.8%	21.8%	\$473,315	\$6,934	1.47%
Holliston	17.85	17.85	9.4%	9.4%	\$499,456	\$8,915	1.79%
Medway	17.46	17.46	7.2%	7.2%	\$451,156	\$7,877	1.75%
Milford	15.98	29.69	13.5%	21.7%	\$348,728	\$5,573	1.60%
Millis	19.62	19.62	43.8%	43.8%	\$433,509	\$8,505	1.96%
Norfolk	17.99	17.99	27.9%	27.9%	\$519,692	\$9,349	1.80%

Source: Massachusetts DOR, DLS, Municipal Databank, 2021

- Medway's average tax bills and tax rates are comparable to those of surrounding communities
- Medway's rates were historically high but are now more in-line with nearby communities
- Industrial uses are particularly valuable for the tax base, with a % of the total assessed values nearly 4x higher than their proportion of the land area

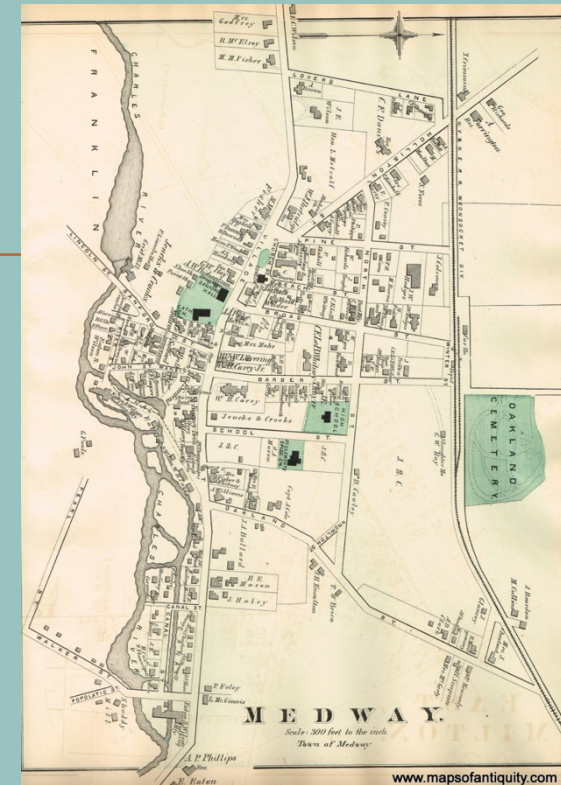


Total Assessed Value per Acre



HISTORIC & CULTURAL RESOURCES

- Wealth of historic resources but no Local Historic Districts & minimal other protections
- Several strong cultural resources but, lacks adequate event space and dedicated centers for arts/culture
- Protecting historic resources and promoting arts/culture allows the town to capitalize on unique and desirable attributes, supporting the local economy.



Medway Public Library. Source: Tim Rice Photo

NATURAL RESOURCES

- Resources:
 - *fertile soils that support local food production*
 - *the trees and forested areas that help cool and clean the air while capturing carbon*
 - *water resources that supply homes and businesses*
 - *habitat and scenic views*
- The Town continues to make coordinated efforts to conserve and sustain these resources
- Pressure from development & population growth, and the uncertainty associated with climate change, will require continued vigilance



Medway Community Farm. Source: MassDOT Pictometry Viewer



Charles River in Medway. Source: Tim Rice Photo

OPEN SPACE & RECREATION

- Made significant progress in land conservation and trail development in the Chicken Brook corridor
- Further connections and expansion of this network would provide significant benefits.
 - *Better integrate the open space network with the developed areas of the community*
 - *interrupt impervious surfaces*
 - *provide space for additional tree and vegetative cover*
 - *increase the ecosystem services provided by the living infrastructure on these parcels*



OPEN SPACE & RECREATION

- Made significant investments to increase the capacity and diversity of athletic facilities
- Use of resources require extensive coordination by Town staff and volunteers
- Ongoing maintenance and management of these facilities will require dedicated resources to ensure the longevity and functionality
- Need for improvements at secondary ball fields and playground areas, including:
 - *VFW softball field*
 - *Winthrop Street Playground*



Cassidy Field Complex. Source: Tim Rice Photo



TRANSPORTATION

- Improving connectivity and safety for all users, especially pedestrians, transit users, and cyclists
- Transportation infrastructure interfaces with land uses to reduce energy consumption and emissions
- Multi-modal options can
 - *benefit the health of residents*
 - *provide more equitable transportation*
 - *create greater opportunities for the human interactions that build social capital*



Rt. 109 construction. Source: Town of Medway



Dial-a-Ride vehicles. Source: JM Goldson

TOWN OF MEDWAY - MOTOR VEHICLE CRASHES 2016 - 2020
Prepared by JM Goldson LLC

J M GOLDSON



PUBLIC FACILITIES AND SERVICES

- A thorough 5-year Capital Improvement Program (CIP)
- Some buildings identified for substantial repairs, expansions, or new facilities
 - *Each of these projects is an opportunity for sustainable design and construction of municipal facilities and grounds*
- Future growth will continue to place demands on services, particularly for growing senior population and Parks and Rec
- May be opportunities to combine multiple facilities in a new building or look at regionalizing services with other communities



Medway Fire Station #1. Source: Tim Rice Photo

PUBLIC FACILITIES AND SERVICES

- Wastewater (Charles River Pollution Control District) – Medway at capacity and looking to purchase capacity from Franklin; also fixing infiltration issues could add capacity
- Water (Town DPW) – Water asset management plan to prioritize maintenance and implement water conservation initiatives

How Are Our Water Resources Connected?

With a little help from the water cycle, our actions have a direct impact on surface waters and ground water sources.

- Excess chemicals applied to lawns, oil and debris found on paved surfaces, and even animal waste become sources of pollution when they are carried to receiving waters or infiltrated into the ground by stormwater.
- Extra pumping of groundwater in the summer to supply water for lawns and gardens lowers the level of the water table and can dry up streams.
- A failing septic system can release bacteria and nutrients into the water cycle, contaminating nearby surface waters and ground water.
- Stormwater and ground water can enter aging sanitary sewer infrastructure, overloading it and potentially resulting in overflows to the environment.
- Aging or undersized drainage pipes can fail during storm events and cause local flooding.



EC REPORT REVIEW PROCESS



1. Master Plan Committee review – comments due noon on Thursday, July 15th
2. MPC Meeting on July 26th – we will discuss your substantive comments and determine revisions
3. By August 26th, we will submit a revised EC Report to post and seek public feedback including feedback of board, commissions, and members of the public
4. Public comments will be due on October 1st



LAUNCHING PHASE II!!

JENN GOLDSON, AICP

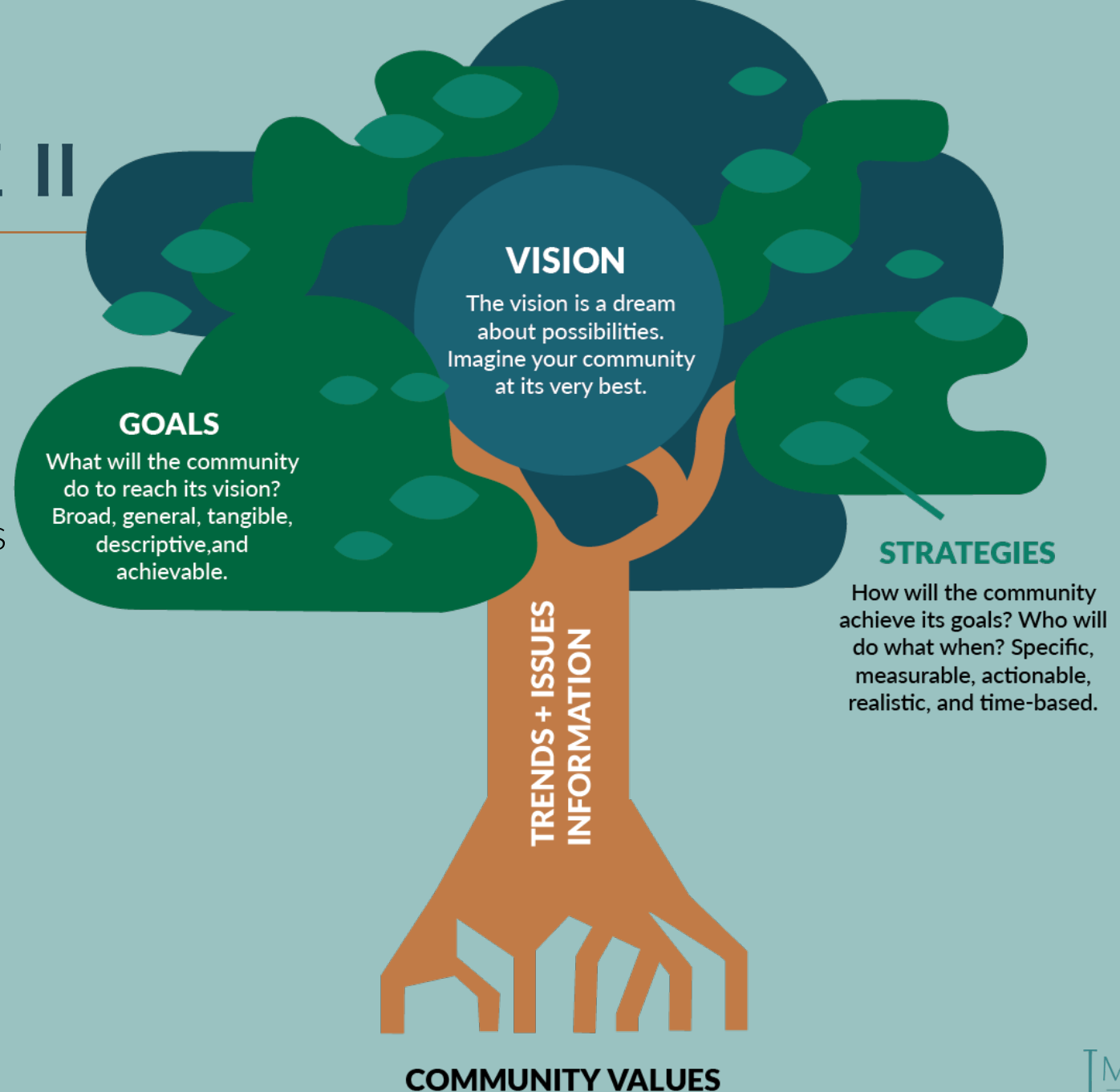
p: 617-221-4003

w: JMGOLDSON.COM



PURPOSE OF PHASE II

- Create an aspirational vision and goals through meaningful and inclusive community engagement
- Sounds dry? Let's make it fun!





...dream a little before you think.

- Toni Morrison

SOME EXAMPLES OF THE TYPE OF END-PRODUCT WE ARE AIMING



IPSWICH IN 2035...

is scenic coastal community defined by its open space and natural resources, First Period historic resources, vibrant local businesses, strong schools and community partners, and a welcoming social fabric for residents and visitors of all ages, races, ethnicities, and backgrounds.

A **CIVICALLY-ENGAGED**, CLOSE-KNIT COMMUNITY THAT IS **WELCOMING AND INCLUSIVE** WITH REPRESENTATIVE LEADERSHIP AND TOWN GOVERNMENT. THE COMMUNITY BALANCES NEW GROWTH WITH ITS **HISTORIC CHARMS** AND MAINTAINS HIGH-QUALITY TOWN SERVICES IN A **FISCALLY RESPONSIBLE** MANNER.

VISION 2030

VISION STATEMENT • 16



VISION STATEMENT • 17



VISION 2030 • 24



BALANCING DEVELOPMENT

2030

BALANCED GROWTH

In 2030, Winchester has expanded commercial diversity and mixed-use development where strategic, including Town Center, the Holton/Cross Street area, along North Main Street, and the northern portion of Cambridge Street. Winchester balances commercial and residential growth with special attention to celebrating and maintaining its historic character and natural green spaces. Well-designed new development offers new amenities, entertainment, and retail opportunities to residents and has increased the Town's commercial tax base. The Town prioritizes walkability to increase foot traffic to local businesses, accessibility to services, and community interactions. Through responsive design and site planning, new development of all types is carefully integrated, strategically located, and appropriately scaled, with a focus on creating more compact development in some areas.

HOUSING CHOICES

Winchester's housing stock in 2030 has more economically-attainable options and a balanced mix of apartments, condominiums, and houses that can accommodate a variety of households, including large families, young adults, older adults, and people with disabilities. The stock of older modestly-sized homes are valued and protected from teardowns to preserve Winchester's historic neighborhood-scale and offer more economically-attainable housing options.

Goals



Encourage more commercial, mixed-use, and compact development in areas that support economic vibrancy, including strategic redevelopment parcels in Town Center and the identified *Evolving Opportunity Areas*.



Cultivate active support by town leadership for the continued success of existing businesses and for seeking opportunities for new businesses in Winchester.



Create and preserve housing that is affordable and accessible to all, especially small-scale development that harmonizes with Winchester's character and provides easy access to everyday amenities and needs.



Promote housing types that allow residents to age within the community. Housing should be located near community gathering spaces and enable access to everyday amenities and needs.



Encourage contextually-responsive new development. New development will be carefully planned and appropriately scaled, with a focus on creating denser development in some areas.



To capture a larger share of the estimated retail leakage, promote economic development and increased retail diversity and vibrancy in Town Center and the identified *Evolving Opportunity Areas*.



Maintain the Town's visual beauty and historic character, neighborhoods, structures, and architecture through stronger local protections.

HOW DO WE IDENTIFY THE VISION AND GOALS?

- Through community conversations
- Provide information and structure opportunities for engagement
- Systems-approach that explores inter-relationships and synergies
- Based on community values



PHASE II SCHEDULE

Launch summer engagement tools: Meeting in a Box, Community Survey, and webmap

7/26: MPC meeting to review EC report and check-in on engagement process

JMG staff run 3 tabling events + 3 targeted meetings (Senior Center, Housing Authority, etc.)

MPC members run additional tabling events and host MIBs

8/23: MPC meeting to check-in on process and last push for summer engagement tools

July-Aug

Outreach for Community Forum #2

Close engagement tools and analyze community input to create draft vision and goals statements

9/27: MPC meeting to review summer engagement results

Sun 10/3: Community Forum #2 – public feedback on draft vision and goals

Compile community forum results

Sept-Oct

Prepare draft vision and goals for MPC review

11/22: Master Plan Committee (MPC) meeting to review draft vision and goals

Prepare full draft vision and goals report

12/20: MPC meeting to review draft vision and goals report

Present draft vision and goals report to PEDB (date to be determined)

Nov-Dec

“MEETING IN A BOX”

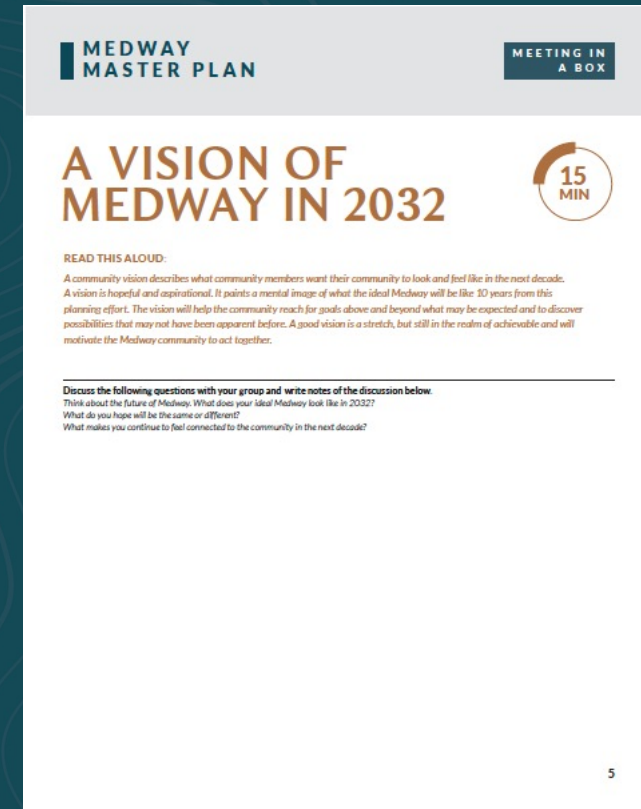
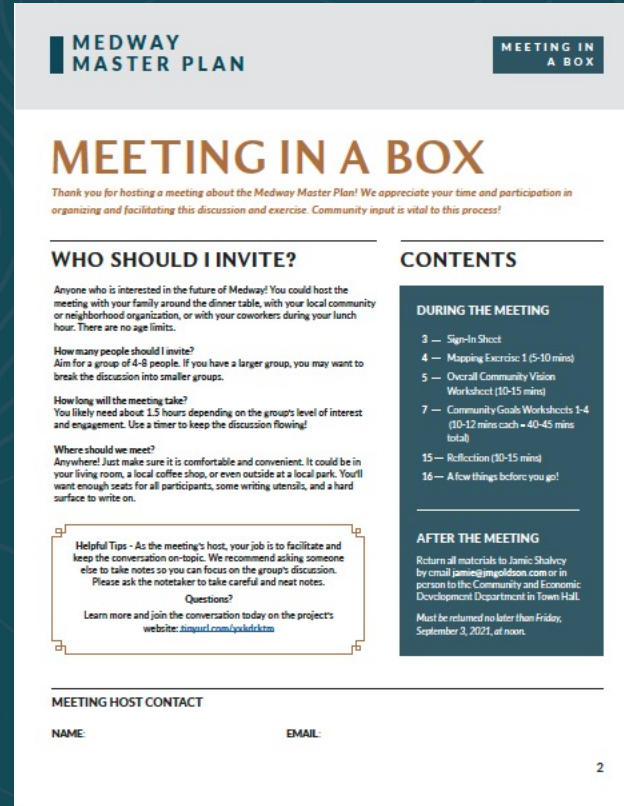
Host your own meeting!

- Invite a few neighbors over for tea
- Get your book group together for a chat
- Meet some friends at a local café
- Send us your notes
- Encourage all the people in your group to host a meeting of their own (*a “chain-meeting”- did I make that up?*)





Please review the MIB this week and let us know if you have any suggestions. Also, would anyone be willing to do a BETA run next week? (Great idea, Susy!)



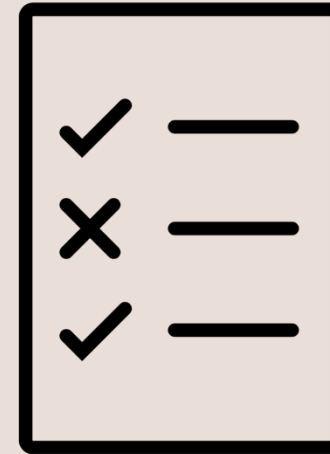
MIB – NEXT STEPS

- After our BETA run, we'd like each MPC member to lead a meeting before July 26th
- We will post the MIB packet on the project website
- Town will promote on SM and Town website
- We will also bring a few copies to the tabling events along with a flyer that links to the project website where it can be downloaded
- Deadline: submit all MIBs by 9/3 for analysis

COMMUNITY SURVEY

Live this summer!

- Online
- Paper



Please preview the survey this week and let us know if you have any suggestions. We will email you the preview link.

* Choose up to three adjectives below that you feel best describe qualities that you love about Medway

- ☐ Accepting
- ☐ Community
- ☐ Family-oriented
- ☐ Farming
- ☐ Friendly
- ☐ Green
- ☐ Nature
- ☐ Peaceful
- ☐ Quiet
- ☐ Residential
- ☐ Rural

0 of 36 answered

Considering things that work well in Medway, complete the sentence: "Medway is a community that _____."

1 of 36 answered

Considering things that could be improved about Medway, complete the sentence: "Medway is a community that should _____."

2 of 36 answered

As housing needs and preferences of both younger and older adults change, including a desire for more energy efficient homes in walkable neighborhoods, what types of housing choices would you like to see more of, if any, in the next ten years?

Accessible (i.e. no stairs, wider doorways)

- ☐ Very Interested
- ☐ Interested
- ☐ Neutral
- ☐ Not at All Interested

Apartments/Condos near shops and services

- ☐ Very Interested
- ☐ Interested

2 of 36 answered

Economic Development: The Town faces daytime population drain resulting from net negative commuter flows – approximately 3,600 more people leave Medway for work than come to town for work. Increasing the number of jobs in Medway would help support commercial uses and amenities that serve residents, as well, while diversifying a tax base that relies overwhelmingly on single family residences.

OK

2 of 36 answered

SURVEY – NEXT STEPS

- We will revise based on your comments and it will go live next week
- We will post on the project webpage
- Town will promote on social media and on Town website
- We will also have flyers with link and QR code at the tabling events
- It will be live through 9/6

TABLING AT SUMMER EVENTS



Medway Parks and Recreation - Summer Concert Series

POSTED ON: JULY 6, 2020 - 2:56PM

Summer concert series hosted by Medway Parks and Recreation every Monday night at Oakland Park. Listen in from the comfort of your car or put down a blanket on the field and enjoy the music! It all starts at 6:00 p.m.

The schedule is as follows:

Monday, July 6th: The Pub Kings
Sanford Mill Cleared.jpg

Monday, July 13th: August First

Monday, July 20th: Pieces of Eight

Monday, July 27th: The Daybreakers

Monday, August 3rd: Annie Brobst



24

SATURDAY, JULY 24, 2021 AT 1 PM EDT - 5 PM EDT

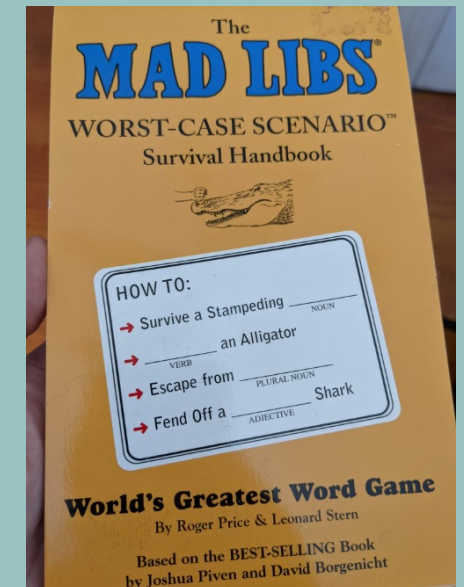
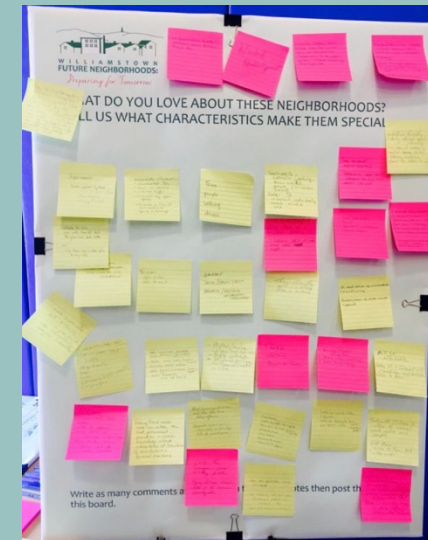
Paddle Medway Day 2021

Choate Park



INFO + FUN ACTIVITIES

- Info boards:
 - *What is the MP? How can you be involved?*
 - *Summary of some preliminary findings from the existing conditions report*
- Activities:
 - *What's your vision? – an a post-it notes exercise*
 - *Insta photo booth frame: Snap a photo. Write or draw in the blank to complete the statement and pose with your smiling face*
 - *MED LIBS! Fill in the blanks*





TABLING – NEXT STEPS


- Preparing materials this week
- Jenn will prepare an instructional video and email to the MPC for how to run the tables (look for it early next week)
- We are asking for volunteers to help! Sign up for an event:
<https://www.signupgenius.com/go/60b044eabac23a4f58-medway9>
- First event – Jenn will staff next Wed (Movie in the Park)
- Barry and Jamie will run events in August
- We have snacks to start but may need help with additional snacks for events you are tabling at
- We are working with Susy to store all materials/equipment in town

JM Goldson LLC












Medway Summer Events Sign-Up

Please review the available slots below and click on the button to sign up. Thank you!

Created by:  Jennifer Goldson 



J M
G O L D S O N
—
E M P O W E R I N G P E O P L E .
C R E A T I N G C O M M U N I T Y .

Date (mm/dd/yyyy EDT)	Location	Available Slot	 Calendar View
07/07/2021 (Wed. 6:15pm - 8:15pm)	Movie in the Park	Tabling	Sign Up 
07/08/2021 (Thu. 4:00pm - 6:00pm)	Farmer's Market	Tabling (2)	Sign Up 
07/12/2021 (Mon. 6:00pm - 8:00pm)	Concert in the Park	Tabling (2)	Sign Up 
07/14/2021 (Wed. 6:15pm - 8:15pm)	Movie in the Park	Tabling (2)	Sign Up 
07/15/2021 (Thu. 4:00pm - 6:00pm)	Farmer's Market	Tabling (2)	Sign Up 
07/19/2021 (Mon. 6:00pm - 8:00pm)	Concert in the Park	Tabling (2)	Sign Up 
07/21/2021 (Wed. 6:15pm - 8:15pm)	Movie in the Park	Tabling (2)	Sign Up 
07/22/2021 (Thu. 4:00pm - 6:00pm)	Farmer's Market	Tabling (2)	Sign Up 
07/24/2021 (Sat. 1:00pm - 3:00pm)	Pixies in the Park	Tabling (2)	Sign Up 
07/25/2021 (Sun. 1:00pm - 3:00pm)	Pixies in the Park	Tabling (2)	Sign Up 

INTERACTIVE WEBSITE



- <https://medway-master-plan-jmgoldson.hub.arcgis.com/>
- Launching interactive webmap in July

CROWDMAPPING TOOL

Medway Master Plan Crowdmapping tool interface showing a map of Medway, Massachusetts, with a black outline indicating the town's border. The map is overlaid with a grid of streets and various icons representing different types of infrastructure or land use. On the right side, there is a table titled 'Ideas' listing public project ideas and their status. At the bottom right, there is a green button labeled 'Submit Idea'.

Ideas	
Public Project Ideas: Cisco	0 ♥
Public Project Ideas: Barry	0 ♥
Public Project Ideas: no	1 ♥
Public Project Ideas: Jane Doe	1 ♥

Submit Idea

- Ability to browse map, and view ideas posted by community members
- Ideas can only be put within the Medway border

CROWDMAPPING TOOL

Medway Master Plan Crowmap

Details

I envision... (required)

So that people could... (required)

Select a category for your idea (required)

Select...

Your name (required)

Additional comments

Attachments

Browse

Location

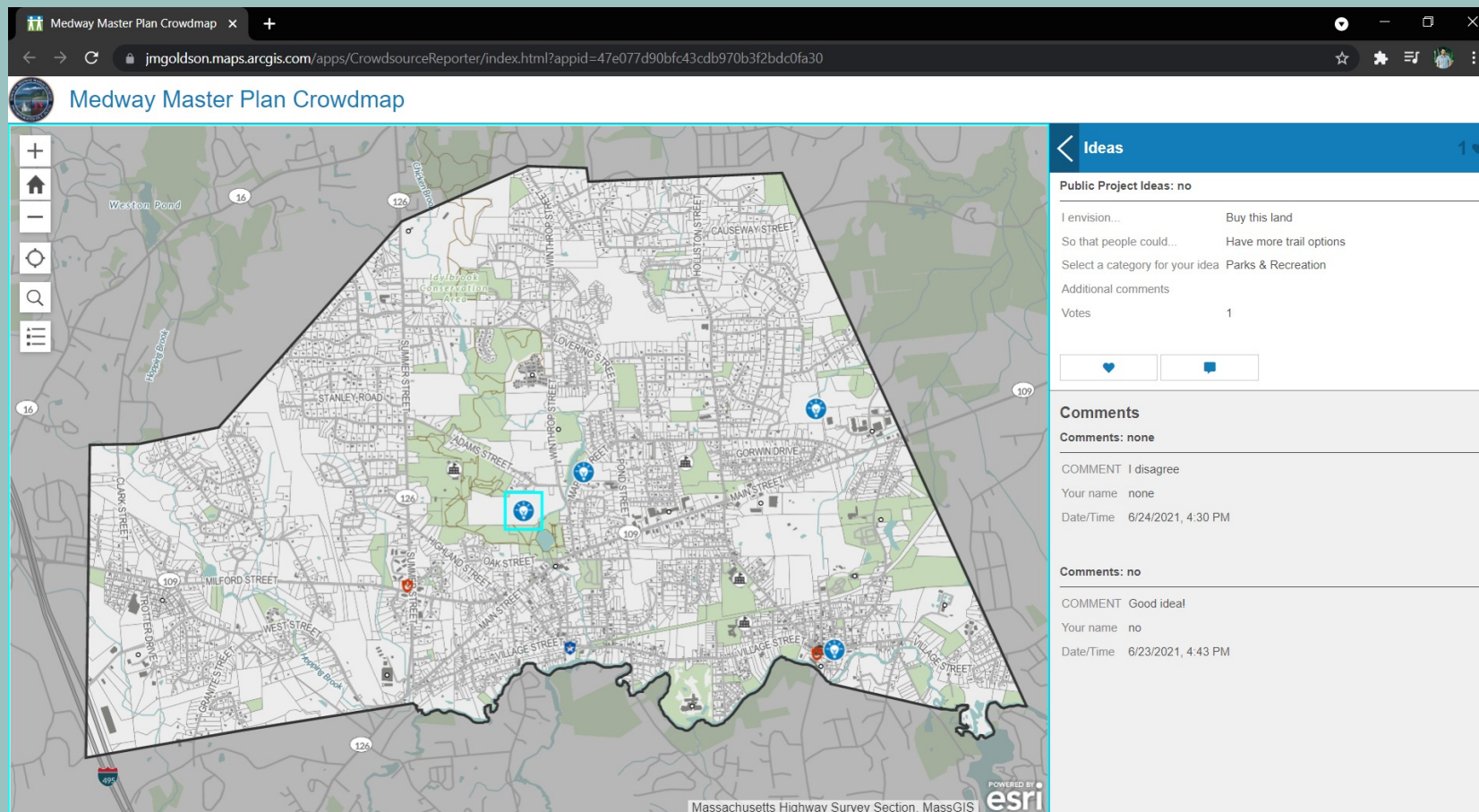
Click the map to draw the location.

Place or Address

Report It Cancel

- I envision...
- So that people could...
- Categories
- Ability to add a photo

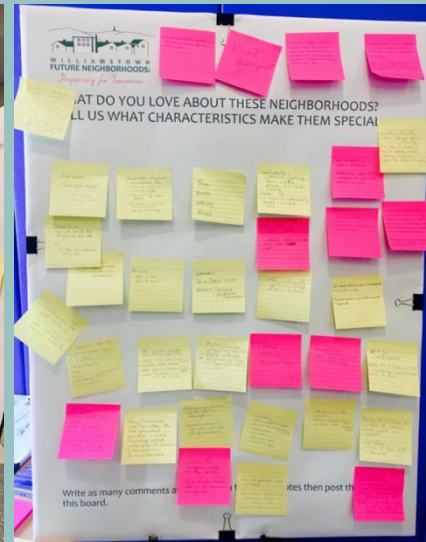
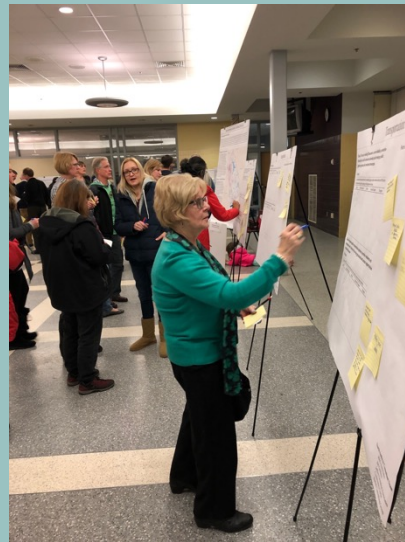
CROWDMAPPING TOOL



- Comments and upvoting
- Text will be reviewed by JM Goldson staff to monitor for any offensive language

COMMUNITY FORUM

- Sunday, October 3, 11am-3pm
- We'd like to ask for a subcommittee of 2-3 MPC members to help with logistics (food, entertainment, outreach, etc)
- Subcommittee meeting will be posted (and hopefully we can run them on Zoom as daytime meetings, if possible)



THANK YOU!

QUESTIONS?



J^M_C

MEDWAY MASTER PLAN MEETING IN A BOX

Meeting-in-a-Box is a civic engagement method designed for use by community groups, neighborhood associations, or friends to gather at a convenient time and location to share their ideas for the Medway Master Plan.

The Master Plan will be a 10-year vision and roadmap for Medway's future. It will be the foundational policy document for the Town – guiding local decisions about future growth, preservation, and change. So, it's critical that community members engage to give their input and help shape the focus and priorities of the Master Plan.

SUMMER 2021

JM GOLDSON LLC

RESILIENCE PLANNING
AND DESIGN

RKG ASSOCIATES

J M
GOLDSON



MEETING IN A BOX

Thank you for hosting a meeting about the Medway Master Plan! We appreciate your time and participation in organizing and facilitating this discussion and exercise. Community input is vital to this process!

WHO SHOULD I INVITE?

Anyone who is interested in the future of Medway! You could host the meeting with your family around the dinner table, with your local community or neighborhood organization, or with your coworkers during your lunch hour. There are no age limits.

How many people should I invite?

Aim for a group of 4-8 people. If you have a larger group, you may want to break the discussion into smaller groups.

How long will the meeting take?

You likely need about 1.5 hours depending on the group's level of interest and engagement. Use a timer to keep the discussion flowing!

Where should we meet?

Anywhere! Just make sure it is comfortable and convenient. It could be in your living room, a local coffee shop, or even outside at a local park. You'll want enough seats for all participants, some writing utensils, and a hard surface to write on.

Helpful Tips - As the meeting's host, your job is to facilitate and keep the conversation on-topic. We recommend asking someone else to take notes so you can focus on the group's discussion. Please ask the notetaker to take careful and neat notes.

Questions?

Learn more and join the conversation today on the project's website: tinyurl.com/yxkdrktm

CONTENTS

DURING THE MEETING

- 3 — Sign-In Sheet
- 4 — Mapping Exercise 1 (5-10 mins)
- 5 — Overall Community Vision Worksheet (10-15 mins)
- 7 — Community Goals Worksheets 1-4 (10-12 mins each = 40-45 mins total)
- 15 — Reflection (10-15 mins)
- 16 — A few things before you go!

AFTER THE MEETING

Return all materials to Jamie Shalvey by email jamie@jmgoldson.com or in person to the Community and Economic Development Department in Town Hall.

Must be returned no later than Friday, September 3, 2021, at noon.

MEETING HOST CONTACT

NAME:

EMAIL:

DATE:

EMAIL

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

MAPPING EXERCISE

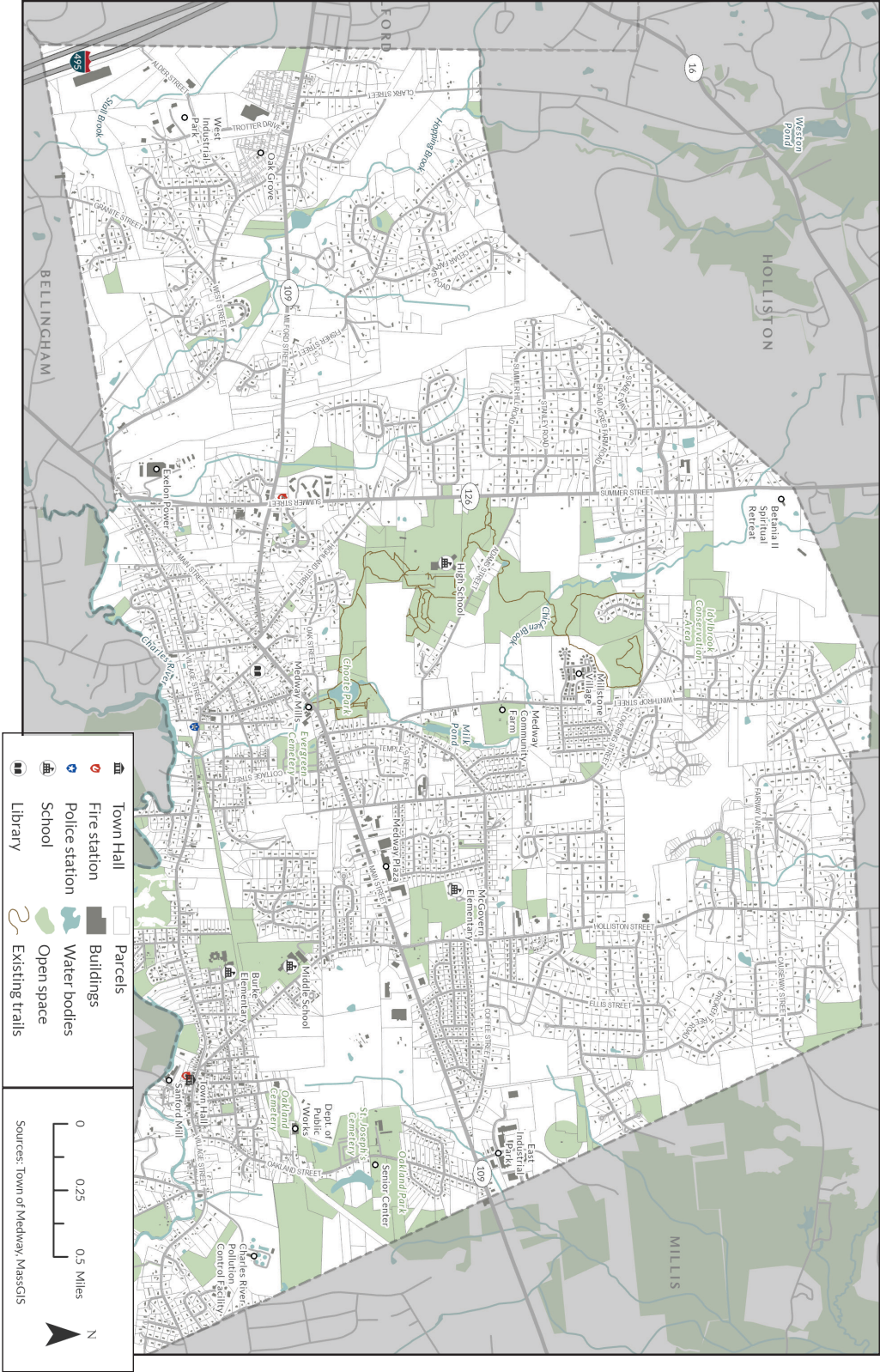
WHAT ARE MEDWAY'S SPECIAL PLACES – BOTH NATURAL AND BUILT?



Use the legend provided to fill in the names of assets your group would like to highlight then write the letter ID on the map to mark the location.

Fill in the legend:

- A
- B
- C
- D
- E
- F
- G
- H
- I
- J
- K
- L
- M
- N
- O



A VISION OF MEDWAY IN 2032



READ THIS ALOUD:

A community vision describes what community members want their community to look and feel like in the next decade. A vision is hopeful and aspirational. It paints a mental image of what the ideal Medway will be like 10 years from this planning effort. The vision will help the community reach for goals above and beyond what may be expected and to discover possibilities that may not have been apparent before. A good vision is a stretch, but still in the realm of achievable and will motivate the Medway community to act together.

Discuss the following questions with your group and write notes of the discussion below.

*Think about the future of Medway. What does your ideal Medway look like in 2032?
What do you hope will be the same or different?
What makes you continue to feel connected to the community in the next decade?*

COMMUNITY GOALS 1



HOUSING AND ECONOMIC DEVELOPMENT IN MEDWAY 2032

READ THIS ALOUD:

Key findings from the Existing Conditions Report

Housing: Diversifying the housing stock with an increase in rental units, multi-family dwellings, and smaller units is important to meet the needs of current residents of the community and to make the town more welcoming and inclusive to all. Medway's population is also aging, indicating a need for an increase in smaller and more affordable units.

Economic Development: The Town faces daytime population drain resulting from net negative commuter flows – approximately 3,600 more people leave Medway for work than come to town for work. Increasing the number of jobs in Medway would help support commercial uses and amenities that serve residents, as well, while diversifying a tax base that relies overwhelmingly on single family residences.

Discuss the following questions with your group and write notes of the discussion below.

Think about the ideal future for Medway regarding housing and economic development. What should change? What should stay the same?

What different types of housing are available in Medway in 2032 and where?

What kind of jobs are there? What kind of businesses and/or industrial uses?

COMMUNITY GOALS 2

HISTORIC AND CULTURAL RESOURCES IN MEDWAY 2032



READ THIS ALOUD:

Key findings from the Existing Conditions Report

Historic Resources: Medway has the potential to preserve and celebrate its history and culture while also ensuring wise stewardship of the town's resources and reducing negative impacts on the environment. Historic preservation and sustainability are very compatible as the preservation and reuse of historic buildings reduces resource and material consumption, among other benefits. Medway has a wealth of historic resources but there are no Local Historic Districts and minimal other protections, leaving the community's irreplaceable historic resources at risk.

Cultural Resources: Medway has several cultural resources, including a well-loved community library with a makerspace, town-wide events, and many people dedicated to the arts. However, with a lack of event space and dedicated centers for arts and culture, access to the arts can be limited. Supporting the arts in Medway is not only beneficial for the artists themselves, but it also allows the town to become more unique and desirable, leading to a thriving community culturally and economically.

Discuss the following questions with your group and write notes of the discussion below.

Think about the ideal future for Medway regarding historic and cultural assets. What should change? What should stay the same?

What historic resources are preserved/rehabilitated or benefit from greater protection, if any?

What kinds of cultural amenities and assets support and enrich the Medway community?

COMMUNITY GOALS 3

NATURAL RESOURCES, OPEN SPACE, AND RECREATION IN MEDWAY 2032



READ THIS ALOUD:

Key findings from the Existing Conditions Report

Natural Resources: Medway's natural resources include fertile soils that support local food production, the trees that help cool and clean the air while capturing carbon, and water resources that supply homes and businesses, as well as providing habitat and scenic views. Pressure from development and population growth, and the uncertainty associated with climate change, will require continued vigilance to ensure the function of Medway's natural systems and resilience to future hazards.

Open Space and Recreation: Through the collective efforts in Medway, there has been significant progress in land conservation and trail development. Further connections and expansion of this network would provide significant benefits. In addition, Medway has made significant investments to increase the capacity and diversity of athletic facilities. The numerous activities require extensive coordination and facilities require ongoing care. The Town has also identified the need for improvements at secondary ball fields and playground areas.

Discuss the following questions with your group and write notes of the discussion below.

Think about the ideal future for Medway regarding natural resources, open space, and recreation. What should change? What should stay the same?
What type of natural resources and natural systems are conserved and sustained in Medway?
What kinds of open space and recreation resources are available for community use and enjoyment?

COMMUNITY GOALS 4

TRANSPORTATION AND PUBLIC FACILITIES AND SERVICES IN MEDWAY 2032



READ THIS ALOUD:

Key findings from the Existing Conditions Report

Transportation: Transportation issues include improving connectivity and safety for all users around Medway, including pedestrians, transit users, and cyclists. Changes to the transportation infrastructure and how it interfaces with land uses also provide opportunities to reduce energy consumption and emissions related to vehicle trips. This not only will benefit the health of residents, but it will also provide more equitable transportation options.

Public Facilities and Services: The Town does an excellent job of creating a five-year Capital Improvement Program (CIP). There are some buildings, particularly the schools, public safety buildings, and the VFW hall, that need substantial repairs, expansions, or even new facilities. Future residential growth will continue to place demands on town services, particularly those that serve the growing senior population. Given the ages of some buildings and demands on current staff and facilities, there may be opportunities to combine facilities in a new building or look at regionalizing services.

Discuss the following questions with your group and write notes of the discussion below.

Think about the ideal future for Medway regarding transportation and public facilities and services. What should change? What should stay the same?

What types of transportation infrastructure and services should be available in Medway over the next decade?

What type of capital improvements projects or changes to services should the town implement?

REFLECTION

IDENTIFY TENSIONS AND SYNERGIES



READ THIS ALOUD:

Although comprehensive plans consist of multiple distinct elements, there are many intersections and synergies when viewed as systems. The systems framework is particularly important to ensure an effective comprehensive plan that does not consist of elements planned in silos, but rather, integrated elements that consider and reinforce each other to create a more powerful and interconnected whole.

Discuss the following questions with your group and write notes of the discussion below.

Reflect on your discussion today about your community vision and goals.

What are some potential tension points or conflicts between components of your vision and goals?

What are some potential synergies or ways that components of your vision and goals can reinforce each other?

WAIT! A FEW THINGS BEFORE YOU GO.

1. We hope that each person who participated today will host their own meeting in a box! That way we can exponentially increase the number of Medway community members who participate in this important planning process.

Please download a copy of the Meeting in a Box packet at:

<https://tinyurl.com/yxkdrktm>

2. Please take our short survey to tell us a bit about who you are:

<https://tinyurl.com/62yw9xpa>



If you have already participated in this survey, please do not take it again.

**THANK YOU FOR PARTICIPATING TODAY! WE ARE TRULY
GRATEFUL FOR YOUR TIME, IDEAS, AND COMMITMENT
TO THE MEDWAY COMMUNITY.**

Susan Affleck-Childs

From: Michael Boynton
Sent: Wednesday, April 28, 2021 11:27 AM
To: Susan Affleck-Childs; Barbara Saint Andre
Subject: Fwd: question

Can you please share this nice note with the Master Plan Committee? I too would like to discuss accessibility topics with the Committee as well when the time is appropriate.

Thank you!

Michael

From: LEE BRUNDAGE <saute45@comcast.net>
Sent: Wednesday, April 28, 2021, 11:12 AM
To: Michael Boynton
Subject: question

Hi,
I am a disabled lady, I walk with a cane in my right hand. Just wondering if you can mention to the master plan board that when new business open that they possibly could have doors that open when you push a button? Like at healthcare facilities. I have great difficulties opening some of the doors at local businesses. I know local business are under a great deal of pressure, but I can still drive and walk but find doors challenging. Also shouldnt all business in town have ramps if they have stairs to get into their businesses? Maybe someone can look into ada compliance in the future. Sorry to bring an issue up but it can be a challenge to get into places. Especially if they have stairs. Thanks for your help and have an amazing week!
Lee Brundage.

Susan Affleck-Childs

From: Martin Dietrich <msladietrich@me.com>
Sent: Monday, May 24, 2021 5:11 PM
To: Susan Affleck-Childs
Cc: sdietrich@medwayschools.org
Subject: Fwd: Master Plan Thoughts

Hi Susy,

Below is the email I received from Fred Hopke, who lives here in Medway. He cannot attend the forum this evening because among his volunteer activities in town, he is a Boy Scout leader and will be at the troop meeting tonight (which starts at 7:00 pm).

Thank you for including his feedback!

Best wishes,
Susan

Sent from my iPhone

Begin forwarded message:

From: Martin Dietrich <msladietrich@me.com>
Date: May 24, 2021 at 4:20:28 PM EDT
To: hopke@hopke.info
Subject: Re: Master Plan Thoughts

Fred,

Thank you very much for your detailed and thoughtful feedback. I will absolutely share this on your behalf with the Master Plan committee and consultants to ensure it is included.

Susan

Sent from my iPhone

On May 24, 2021, at 3:15 PM, hopke@hopke.info wrote:

Susan,
Not sure if your role is limited or more general in steering this process, but I have some thoughts I wanted to share. Please advise if there's a better place to direct this:

To members of the Medway master plan committee. I'm excited to see the process unfold. I apologize I'm not able to make it to the first community forum, but there are several areas that I believe we should be considering in

this process to bring about long term improvements to our town. The three critical ones I see as we vision the future of our home are:

- Conservation land: Unlike many of our neighbors (particularly Holliston) we lack a large town forest land. We have a few smaller open space lands (some much smaller), but we don't have something akin to the 500 acre Holliston woods (which is jointly owned by multiple towns and groups, but forms a large and amazing set of forested trails for a variety of recreation and wildlife habitat). At the moment, Medway is on a massive building spree with five major high density construction projects which continue to decimate forested land within our town (and plans for further destruction of wild lands). This leads to us seeing more and more wildlife incursions and general erosion of the character of our town. I would like to see Medway commit to the development of a contiguous forest/wild land (i.e. only trails) with a minimum size of 300 acres and no cross sectional dimension less than 0.5 mile. This need not be fully continuous within the town (i.e. joining with our neighbors including bisecting the Charles), but we should join those towns leading the way in forest conservation. Implementation of this will not be trivial and will require a longer term vision of land reclamation. Realistically I expect this will need to be several smaller properties, but we need to make sure we're preserving as large a swath of property we can within the energy generation lands in West Medway and around both industrial parks. I believe this should include the cancelling of the Oak Grove Development and that land set aside as conservation land to support local wildlife.

- Trails and recreation: Medway has a spider web of utility easements stemming like spokes from the West Medway Power station. These include lands adjacent to the High School and are due to requirements from the energy companies cannot be truly wild lands. I call upon Medway to lay out and execute a plan, working with the various utility companies, to establish and maintain a set of biking and light recreation trails within these easement corridors. In addition to generating low cost outdoor recreation space, improving the attractiveness of our town, this would provide a massive portion of Medway residents (and their student age children) the ability to travel to the high school via their own transportation (bicycling or walking) without the risk of being on state highways or further investment in more expensive sidewalks. Most of these properties have crushed rock access roads for the utility companies so the basis for the paths already exists.

- Housing Development: We have seen a massive growth in town housing development in many areas that do not appear from the outside to have been well thought through from a foot/vehicle traffic standpoint as well as other town infrastructure. I call upon the Medway Master Plan to establish a target population for Medway (I would offer based on current construction of no more than 15,000 residents) and that all further housing development must be approved with the aim of supporting this population. We are about to have a massive shift in the culture of Medway due to uncontrolled development and we need to let that settle before pondering further expansion. This should also include very careful considering and potential cancellation of further commercial developments initiated by the town to allow issues to present themselves associated with the current in process developments. We need to pause and catch our breath before jumping into further development.

I thank the committee for their time and look forward to supporting these goals however I can.

Thank you,

Frederick Hopke
11 Holbrook St.



June 28, 2021

Ms. Susan E. Affleck-Childs
Medway Planning and Economic Development Coordinator
155 Village Street
Medway, MA 02053

**Re: Peer Review Proposal
Rocky's Ace Hardware
98 Main Street
Medway, Massachusetts**

Dear Ms. Affleck-Childs:

We are pleased to submit this Proposal to the Town of Medway Planning and Economic Development Board (PEDB) (the Client) for professional engineering services associated with the above-mentioned Project review in Medway, Massachusetts (the Project). The objective of our services is to review the Site Plan package and provide comments as they relate to latest Town of Medway Rules and Regulations Chapter 200 – Submission and Review of Site Plans (Site Plan Regulations) and sound engineering practice. We have excluded from our scope, the review of the application package as it relates to Town of Medway Zoning By-Laws.

Scope of Services

The following specifically describes the Scope of Services to be completed:

Task 1 Site Visit

A. Perform one (1) site visit to review the site and its surroundings.

- Budget Assumption: 1 Visit
2 hours @ \$161/hr = \$322
Total = \$322

Task 2 Design Review

A. Review the permit Application, and supporting documentation, and incorporate comments into review letter in Item 2.C below.

- Budget Assumption: 1 hour @ \$161/hr = \$161
Total = \$161

B. Review the proposed Plans against the Site Plan Regulations and sound engineering practice and incorporate comments into review letter in Item 2.C below.

- Budget Assumption: 3 hours @ \$161/hr = \$644
Total = \$644

C. Prepare a letter summarizing findings for presentation to the Town of Medway PEDB.

- Budget Assumption: 2 hours @ \$161/hr = \$322
Total = \$322

Task 3 Meetings

- A. Participate in one (1) hearing/meeting with the Town of Medway PEDB by conference call including prep time.
- Budget Assumption: 2 hours @ \$161/hr = \$322
Total = \$322

Budget

Our cost for the above Scope of Services will be on a time and expenses basis in accordance with Tetra Tech's and existing Town of Medway then current contract rates. Direct expenses will be billed at a fixed fee of five (5) percent of labor costs. We suggest that you establish a budget identified below for these services, which will not be exceeded without your approval. Please be advised that this estimate is based on our current understanding of the Project needs and is for budget purposes only. The total cost of our services will depend greatly on the quality, completeness and adequacy of the information provided.

The breakdown of this fee by task is as follows:

Task	Task Description	Budget
Task 1	Site Visit	\$322
Task 2	Design Review	\$1,127
Task 3	Meetings	\$322
Labor Subtotal		\$1,771
Expenses (5%)		\$89
Total		\$1,860

Schedule and Conditions

We recognize that timely performance of these services is an important element of this proposal and will put forth our best effort, consistent with accepted professional practices to complete the work described within the Client's schedule. We are not responsible for delays in performance caused by circumstances beyond our control or that could not have been anticipated or prevented.

To signify your acceptance of this Agreement, please sign and return one copy and the retainer to us along with the attachments. When signed by representatives of both parties, this Proposal will become an agreement between Tetra Tech, Inc. (ENGINEER) and Town of Medway Planning and Economic Development Board (CLIENT). The Agreement is subject to the attached Engineering, Environmental, and Transportation Statement of Terms and Conditions. The price is valid for 60 days from the date of this letter.

We appreciate the opportunity to provide these services, and we look forward to working with you. Please contact us if you have any questions or require additional information.

Very truly yours,



Steven M. Bouley, P.E.
Project Manager



Sean P. Reardon, P.E.
Vice President

Date Approved by Medway PEDB _____

Certified by: _____

Susan E. Affleck-Childs
Medway PEDB Coordinator

Date