



TOWN OF MEDWAY
COMMONWEALTH OF MASSACHUSETTS
MASTER PLAN COMMITTEE

Medway Town Hall
155 Village Street - Medway, MA 02053
Phone (508) 533-3291 Fax (508) 321-4987
masterplancommittee@townofmedway.org

APPROVED – September 27, 2021

Monday, August 23, 2021 @ 6:30 p.m.
Medway Middle School, Presentation Room - 45 Holliston Street

Members Present in Meeting Room: Eric Arbeene, Becky Atwood, Carey Bergeron, Jessica Chabot, Susan Dietrich, John Foresto, Ellen Hillery, Cassandra McKenzie, Linda Reynolds, Debi Rossi, Faina Shapiro, Jack Wolfe.

Members Absent With Notice: Denise Legee, and Alex Siekierski.

Members Participating Remotely: Siri Krishna Khalsa, Tara Kripowicz, Sarah Raposa (exited meeting 7:15 PM).

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

Others Present: Consultant Jenn Goldson, JM Goldson, LLC

Call to Order

At 6:32 PM Ms. Chabot called the meeting to order. Members present identified themselves. Two members were absent. Ms. Khalsa, Ms. Kripowicz, and Ms. Raposa were participating remotely via Zoom. Ms. Chabot spoke briefly on ways to ensure success with audio via Zoom, noting that the people could listen to the live cable broadcast and use the Zoom chat function for questions.

Update on Phase 1 Existing Conditions Report

The committee reviewed a PowerPoint presentation created by Ms. Goldson. A copy of the presentation is attached to these minutes.

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

Ms. Goldson spoke briefly about the efforts thus far. The updated Existing Conditions Report is almost ready and will be posted online for the public to review. The public comment period will be open until October 1. Comments can be sent to masterplancommittee@townofmedway.org or send via USPS to 155 Village Street, Town Hall, in care of the Master plan Committee.

Utilizing a PowerPoint Presentation, Ms. Goldson reviewed Phase I, noting that the effort is currently about a third of the way through Phase II.

Update on the Planning Process – Goldson staff will design options based on what the comments reveal. During Phase 3 there will be another round of focus groups. April through September will be devoted to finalizing the Plan, getting feedback to and from department heads, etc. It will ultimately go to Fall Town Meeting in November 2022.

Review of Phase II schedule -- This will be the final push for community outreach. After that they will review all the results from all the popup events, survey, Crowdmapping, and other activities and provide a summary of what we believe the results indicate.

Community Forum – Sunday, October 3 from 11 AM – 3 PM at the high school. After this, the draft vision and goals will be prepared.

Survey - Nearly 700 people have taken the survey so far. We offer different types of engagement because people will respond to different things but not all. Thus far five (5) Meeting in a Box gatherings have taken place and a few more are planned. Over 100 points have been added to the crowd map. Nine (9) popup events have been held. A notice is going out in the water bills next week. Ms. Goldson asked members to continue to push the survey to friends and neighbors even as just a reminder.

At this time Ms. Goldson shared information on survey respondents as to demographics. The 18 – 34 age group has the lowest response rate at 10%. There is a higher response rate from respondents with college degrees. Discussion followed on whether renters are gathered in particular areas, buildings or developments and how to reach them. Ms. Goldson theorized that these efforts might help capture the 18-34 age range. Other options include electronic signs and social media.

A list of popup events was reviewed; Ms. Goldson thanked everyone for helping to staff the tables. Ms. Affleck-Childs thanked the Medway DPW for their helping put up tents, set up chairs and other tasks.

Update on Phase 2 Community Engagement

Outreach – Review of the ways information is being transmitted. Ms. Affleck-Childs reported that she reached out to the scout groups as well as houses of worship. Groups are agreeing to distribute surveys.

Next Steps -- If anyone is planning to hold a meeting in a box, please do so. We also need volunteers to distribute flyers for Choate Park and Oakland Field. If you're heading to one of these for an activity, just grab some flyers and take them along. Ms. Goldson indicated that, ultimately, she would like to have over 1,000 survey responses.

Discuss plans for October 3, 2021 Community Forum

At this time, Ms. Goldson presented some photos of the self-stick notes listing types of activities that have been done in other communities. Getting specific input from residents is a good way to learn where their interests lie.

Overall Design – Our work is customized to each community so this information is helpful. There will be three scheduled presentations (roughly 25 minutes each) which will present what we have learned so far. There will also be multiple activity stations with information and provide the opportunity to provide

input. This type of format elicits better response than asking people to attend a 2-hour workshop. People can come in and out as there is no set sequence of events. It was suggested that it be publicized more as an Open House which implies “come anytime”.

Community Forum Subcommittee Report – The subcommittee has met several times with discussions focused on having food, entertainment and art, kids’ activities, gift card giveaway and other ideas.

Discussion followed during which the following comments were shared:

- Highlight school music groups to perform, possibly soloists playing guitar or other talent
- Cheerleaders are willing to help provided it does not conflict with competition dates
- Organize a reading group for younger children so parents can listen to presentation
- Hold a job fair on the premises at the same time, not necessarily limited to Medway businesses
- Medway artists demonstrating and possibly selling their work
- Create a children’s activity to teach about planning
- Partner with Medway Community Farm for pumpkins and apples
- Outreach via social media posts, mailing the flyer, email blasts, etc.
- Put together a Medway basket of gift cards and contributions of items from local businesses

Review of Meeting Minutes – July 26, 2021 meeting

The committee reviewed draft minutes from July 26, 2021.

Ms. Dietrich made a motion to approve the minutes of July 26, 2021 as presented; Ms. Rossi seconded. No discussion. ROLL CALL VOTE: 12-0-1 (10-0-1 from those present in the meeting room with Mr. Arbeene abstaining; 2-0-0 Ms. Khalsa and Ms. Kripowicz indicated their approval via Zoom). Ms. Raposa had already exited the meeting.

Review of Correspondence

The committee was in receipt of a correspondence from Mr. Charles Myers. (See attached).

Ms. Chabot encouraged everyone to read the letter from Charles Myers, noting that the committee isn’t quite at the point where it can consider these suggestions. Ms. Bergeron reported that his letter was presented at the Energy and Sustainability Committee as well.

Member Comments and Questions

None other than those already shared.

Public Comments

Mr. Jeff Trust, Central Regional Emergency Planning Committee, asked the committee to consider commuter rail and bus transportation in its long range planning and review. He noted that he is a retired MBTA employee with experience in school bus transportation and a 45-year Medway resident. He is available to answer any questions on these topics.

Mr. Mark Schultz identified himself as a member of the Economic Development Committee, and as a former data analyst he has some skills that may be of use to the committee. He moved to Medway in July of 2018.

Topics for future meeting agenda

Ms. Goldson noted that the updated report will be reviewed as well as prepping for the October 3 Forum/Open House.

Other business as may come before the Committee

None.

Adjourn

At 7:42 PM Ms. Dietrich made a motion to adjourn; Ms. Rossi seconded. No discussion. VOTE: 14-0-0 (12-0-0 from those present in the meeting room; 2-0-0 Ms. Khalsa and Ms. Kripowicz indicated their approval via Zoom).

*Respectfully submitted,
Jeanette Galliardt
Recording Secretary*



Town of Medway

Remote Participation Request

I, Sarah Raposa (print name), hereby request to participate remotely at the meeting of the Master Plan Committee (Board/Committee/Commission) to be held on 8/23/21 (date). I certify to the Chair that my absence is the result of one or more of the following factors which make my physical presence unreasonably difficult:

☐ (1) Personal Illness or Disability ☐ (2) A Family or Other Emergency
☐ (3) Military Service ☒ (4) Geographic Distance (Employment / Board Business)

Explanation: Attending first 20 minutes of meeting virtually and then I have a work conflict.

During the meeting, I will be at the following location:

14 Sanford Street #1 508-360-7207
Address Phone Number
[Signature] 8/23/21
Signature of Member Date

Please sign and return to Chair

Request received by Jessica Chabot 8/23/20
Chair (please print) Date

Method of Participation Zoom (e.g. speakerphone)

Request Approved ☒ Request Denied* ☐

[Signature] 8/23/20
Signature of Chair Date

Signed form to be appended to the meeting minutes.

***All Denied Requests are Final and Not Appealable.**



Town of Medway

Remote Participation Request

I, Siri Krishna Khalsa (print name), hereby request to participate remotely at the meeting of the Medway master Plan (Board/Committee/Commission) to be held on August 23-2021 (date). I certify to the Chair that my absence is the result of one or more of the following factors which make my physical presence unreasonably difficult:

- ☐ (1) Personal Illness or Disability ☐ (2) A Family or Other Emergency
☐ (3) Military Service ☐ (4) Geographic Distance (Employment / Board Business)

Explanation: Concern for viral transmission
of Delta variant of Covid19. We have a
new grandchild to consider

During the meeting, I will be at the following location:

12 Candlewood Dr; Medway
Address

508-533-7191
Phone Number

Sirishna K. Khalsa
Signature of Member

8/17/21
Date

Please sign and return to Chair

Request received by Jessica Chabot
Chair (please print)

08.17.21
Date

Method of Participation Zoom (e.g. speakerphone)

Request Approved ☒ Request Denied* ☐

[Signature]
Signature of Chair

08.17.21
Date

Signed form to be appended to the meeting minutes.
*All Denied Requests are Final and Not Appealable.



MEDWAY MASTER PLAN COMMITTEE MEETING

8/23/21

PRESENTATION BY

JENN GOLDSON, AICP

JM GOLDSON LLC

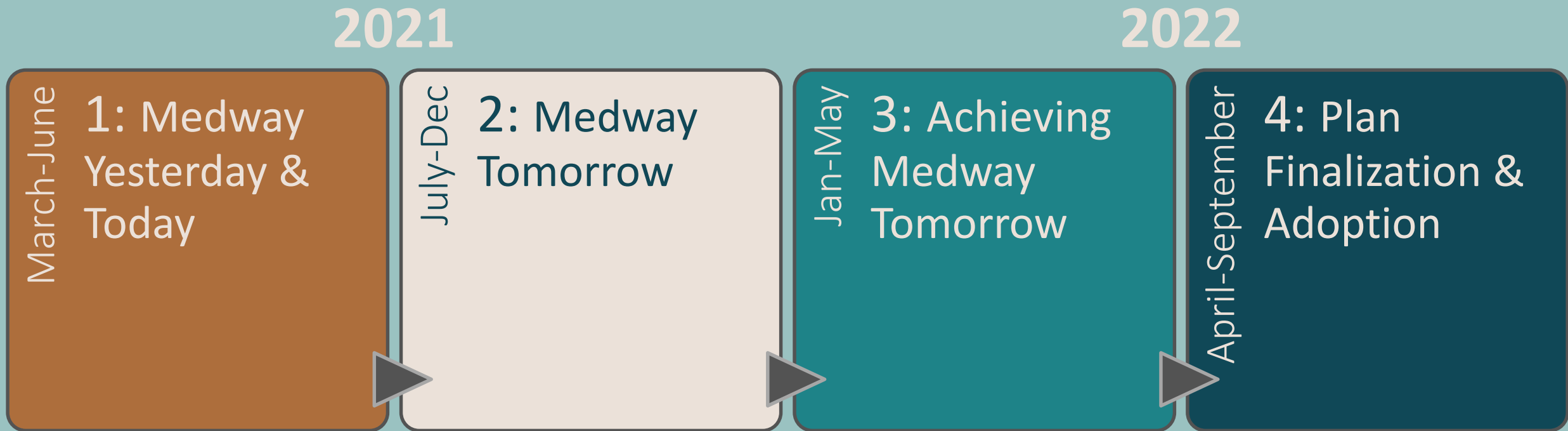
J M GOLDSON

PRESENTATION TOPICS

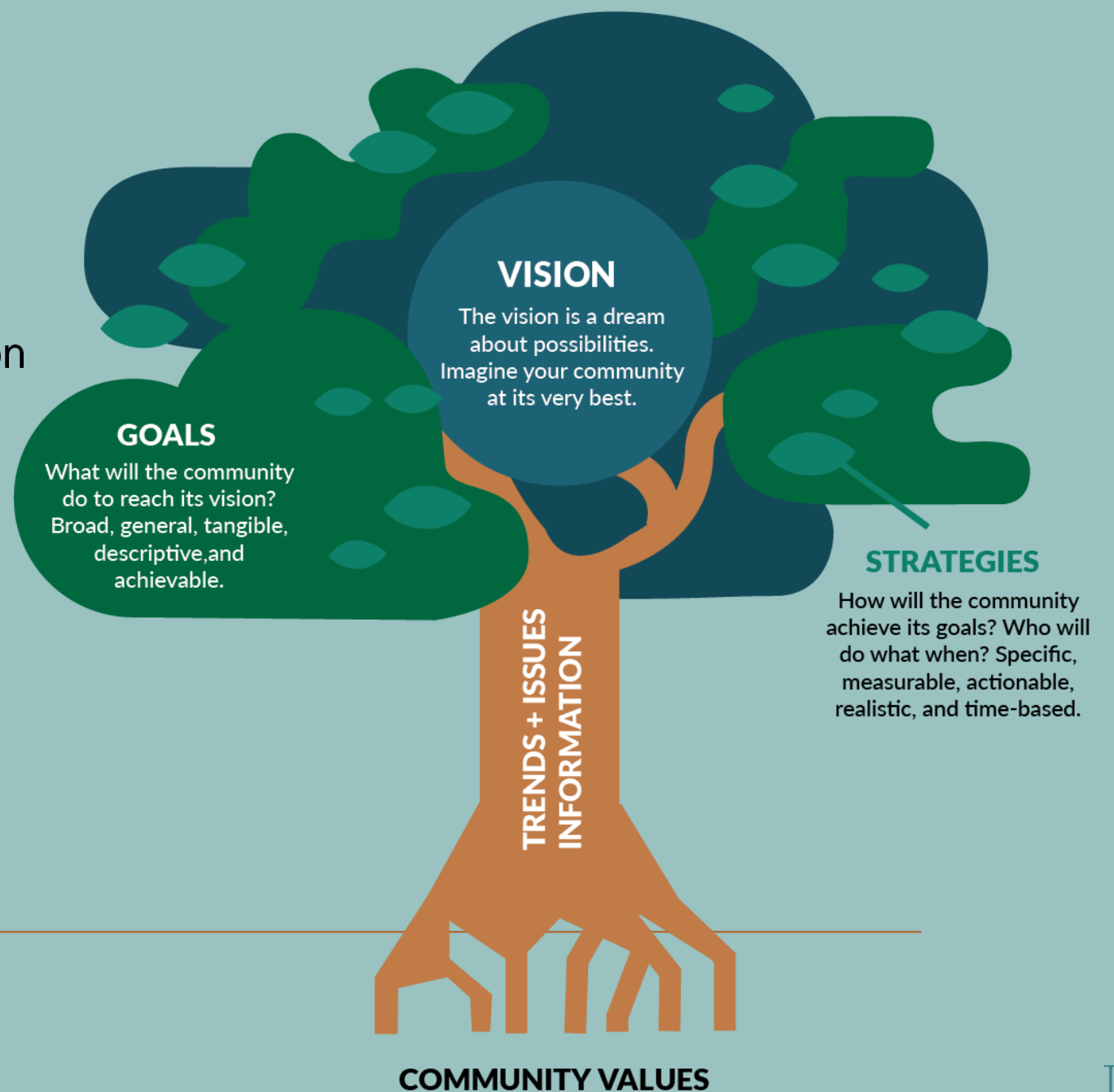
1. Review Overall Phase II Schedule
2. Review Status of Phase II Community Engagement Activities and discuss outreach
3. Review overall design and outreach plan for Oct 3 public forum



THE PLANNING PROCESS



- Phase I: trends and issues/information
- Phase II: vision and goals
- Phase III: strategies



JENN'S MP TREE

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)

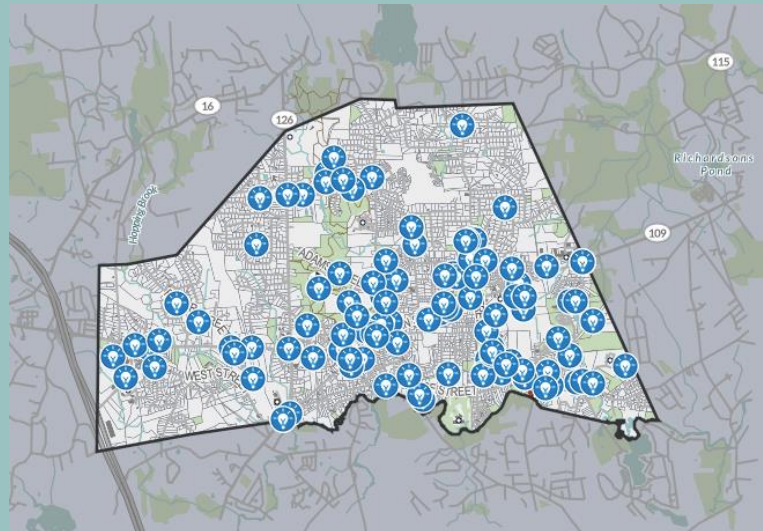
Nov-Dec



PHASE II STATUS OF COMMUNITY ENGAGEMENT ACTIVITIES

STATUS OF ENGAGEMENT TO DATE

- Survey – 667 responses total
- Meeting in a Box – 5 meetings held as of August 23, 2 planning
- Crowdmap – 116 points/ideas
- Pop-up events – 9 so far (1 more Farmer's Market this week)

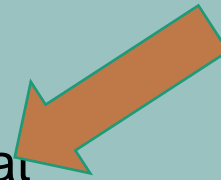


ENGAGEMENT DEMOGRAPHICS

PHASE II – Survey Responses

- About 75 percent of responses are from people 35 to 64, while that age group makes up just about 44 percent of Medway residents.
- A slightly higher proportion of older adults (65+) has taken the survey than is represented in the town (16 percent compared to 13 percent).
- Only 10 percent are from people aged 18 to 34, while that age group makes up 18 percent of residents.
- 67 percent of responses are from women, though the gender split in Medway is roughly equal.

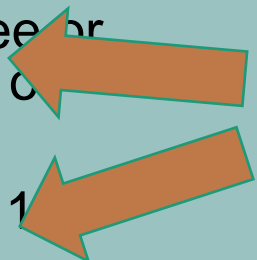
Discuss targeted outreach to 18-34 age group?



ENGAGEMENT DEMOGRAPHICS

PHASE II – Survey Responses

- 83 percent of responses are from those with a bachelor's degree or higher, while only about 59 percent of residents have that level of educational attainment.
- Only 2 percent of responses are from renter households, while 11 percent of Medway's residents live in rental housing.
- The income spread is broad, with all income levels represented in the survey. However, over 17 percent of respondents preferred not to answer the question about income level.
- Less than 3 percent are not residents of Medway.
- The racial make-up of survey respondents is similar to the racial make-up of the town. A little over 92 percent of respondents identify as White (compared to 91 percent in the town), 3 percent identify as Black or Asian American, and 5 percent preferred to self-identify.



Discuss targeted outreach to people with a variety of education levels and renter households?

POP-UP EVENTS

Pop-Up Events		
7-Jul	Movie	Sarah Raposa and Jenn Goldson
8-Jul	Farmer's Market	Not staffed
12-Jul	Concert	Not staffed
14-Jul	Movie	Not staffed
15-Jul	Farmer's Market	Sarah Raposa and Linda Reynolds
19-Jul	Concert	Linda Reynolds and Debi Rossi
21-Jul	Movie	Jess Chabot and Tara Kripowicz
22-Jul	Farmer's Market	Sarah Raposa and Cassandra McKenzie
28-Jul	Movie	Not staffed
29-Jul	Farmer's Market	Jenn Goldson and Tara Kripowicz
2-Aug	Concert	Jess Chabot and Barry Fradkin
4-Aug	Movie	Cassandra McKenzie and Denise Legee
5-Aug	Farmer's Market	Cancelled
9-Aug	Concert	Not staffed
11-Aug	Movie	Not staffed
12-Aug	Farmer's Market	Cancelled
19-Aug	Farmer's Market	Jamie Shalvey and Sarah Raposa
26-Aug	Farmer's Market	Sarah Raposa and Ellen Hillary

Thank you MPC members for volunteering for these pop-up events! We look forward to reviewing all the activity submissions!

STATUS OF OUTREACH

- Water Bill insert created to provide widespread knowledge of survey – will go out next week (8/31)
- Becky, Susan, and Faina signed up to distribute survey flyers at businesses all over Medway, including:
 - Medway Place Shopping plaza
 - Medway Commons
 - Gould's plaza
 - Medway Mill
 - Route 109 businesses
- High schools sending out survey link for high schoolers on 9/1 to take in the first week of classes
- Medway Cable bulletin board submitted
- Susy emailed town employees
- Multiple social media posts by Sandy to encourage engagement

NEXT STEPS FOR FINAL PUSH!

- Sign up to distribute survey flyers at Choate and Oakland parks
- Hold a Meeting-in-a-Box
- Spread the word on your own social media accounts about the survey and crowd mapping platform
- Start to spread excitement about the community forum in October



OVERALL DESIGN

- **Objective:**
 - **Share what we've learned so far including draft vision and goals options and solicit community feedback to help confirm, refine, redirect**
- Open house style
- 3 scheduled presentations
- Multiple activity stations with information and opportunity to provide input
- Will need your help at stations
- 11am-3pm at the High School on Sunday, Oct 3



SUBCOMMITTEE REPORT

- **Objective:** This is a community event. It's not your typical public meeting. It is a chance for community building – let's have fun and be welcoming.
- Food
- Entertainment and Art
- Kid's activities:
 - High school student assistance
 - Read-aloud
- Giveaway of gift cards to local businesses



Box City teaches children about the process of urban development and the principles that make for sound architecture, design, and planning. Photo by Ryan Dravitz.

OUTREACH PLAN

- Social media posts
- Community Forum flyer
- Email blasts



THANK YOU!

QUESTIONS?



J^M_C

July 28, 2021

Charles Myers
9 Curtis Lane
Medway, MA 02035
(508) 380-1759
cmyers@medwaytech.co

Comments to Medway Master Plan Committee

As Climate Change impacts Medway it would be my suggestion that any Master Plan include short term actions and longer term provisions that support future energy and sustainability needs of Medway. The Master Plan should consider the addition of sustainable low emission energy sources and insure development of the resources necessary to provide energy for Medway residents survive weather events, power outages, excessive heat, excessive cold, increasingly severe hurricanes, etc.

These are the topical energy and sustainability areas that I would appreciate seeing in the update of Medway's Master Plan.

Energy

- Medway should have the ability to generate sufficient power to operate key facilities:
 - The schools which provide emergency shelter,
 - The gasoline stations today and in the future a number of electric vehicle charging stations,
 - The senior center to serve as a cooling / heating center for seniors or those impacted by the weather event.
- Power generation sources should be as near to or actually Zero Emission. Power generation sources should operate on either a natural gas fuel cell system or one based on hydrogen or one based on solar installations sited in Medway. *(As a point of information, the state seeking to decarbonize our natural gas network and will likely develop a hydrogen/methane blend, add renewable methane, and ultimately convert the system to hydrogen.)*
- Current and future Medway Public Buildings – town hall, library, police station, fire station, water system, senior center, etc – should be net zero energy with the ability to run independently from the grid using evolving technologies – solar, wind, geothermal, etc. Each facility should have it's own energy storage system, sized for a pre-determined duration of power supply, and using the appropriate lowest emission sustainable technology whether it's battery, hydrogen or hydro. It should be noted that Medway is in the unique positions of having at least two dams with prior hydroelectric history.
- Medway offers the Northeast grid a very special location. We have one of the highest power rating substations interconnecting a number of high power transmission lines. Adjacent to that property are two large diameter natural gas transmission lines owned and operated by Enbridge. Medway has the ability to become a major site in the development and evolution of zero emission power systems. By planning what can be established at that location we can;
 - 1) perhaps gain some energy benefit during power outages or in the establishment of power rates and
 - 2) gain sorely needed tax revenue for the town as new energy assets are sited in the area we create.

Fuel

- Massachusetts and the Northeast have committed to stop selling internal combustion engine cars and trucks by 2050 with some actions taking place earlier, 2030. Massachusetts, as part of a multi-state effort, will development of incentives to increase the rate of adoption of zero emission vehicles to replace ICE technology. It can be expected that Massachusetts will eventually establish price adders for hydrogen carbon fuels to make them more expensive and drive users to convert to electric drive trains.

- With these changes in mind, Medway should anticipate them and be adopting an aggressive and permanent program to install battery charging stations (which will support light duty vehicles) and hydrogen stations (for the medium and heavy duty vehicles). Industry and vehicle technology will drive application of both of these technologies. High utilization vehicles and vehicles over 8500 lbs weight classes will use hydrogen fuel cell technology.
- In the near term, as weather becomes more volatile, Medway should be requiring all existing hydrogen carbon fuel sites (gas stations, propane, oil) to have back up power systems that provide sufficient energy for the site to operate in the event of a local or grid power outage. Doing so will ensure that the first responders, emergency services and residents of Medway have a source of fuel during climate related and other grid outages.

Water

- Medway should be constantly reviewing our water resources to ensure that they have adequate energy resources that enable pump and treatment systems to operate when the grid is down. The water system must continue to operation. The water treatment purification system must continue to operation. Doing so would guarantee an adequate contamination free supply of water for the residents of Medway.

Food & Medical

- Medway is fortunate to have a grocery store (Shaws) and two pharmacies (CVS / Walgreens). However, without energy they are useless to the town in the event of an emergency, hurricane, grid power outage, etc. The Master Plan should review each of these sites and develop an action plan that requiring whatever backup power each of these key locations needs. By insuring these sites have backup energy/power, we are insuring there are both food and medical supplies available to the residents of Medway.

Communications

- Cell Towers – it is unlikely that new cell towers will be built in Medway. New wireless technologies are being developed and we do not know what is on the horizon. Without energy, cell phone and wireless technologies are useless. The Master Plan should ensure 1) that all of these sites have a backup power supply for prolonged power outages, not just hours of backup 2) backup power supplies should be sustainable and not rely on hydrocarbon based fuels. By providing a sustainable power supply for Medway communications will insure residents have the ability to communicate regardless of the event.

Other

- Medway transports school students using buses. As hydrocarbon fuels are phased out and electrified buses phased in, Medway should look at the multi-use options of those buses to solve energy needs of the town. One, those electric buses can perform grid balancing when they are not in use, parked and plugged in. Grid balancing can be a small source of revenue for the Town. Two, those same electric buses, when equipped with inverters, can be used as mobile generators to provide localized energy in the event of an emergency. Those electric buses can be driven to a site and provide power.
- Massachusetts is going to require that homes stop using oil heat. Not all Medway homes and buildings have access to natural gas. Medway should consciously change that and get natural gas providers to install pipes in all Medway streets. All new construction should include such piping. By doing this, Medway will be providing residents with an option to oil heat.
- Yes, there is a push to decarbonize the natural gas system. The plan would likely start with the injection of hydrogen into the natural gas system to create a blend. Ultimately the natural gas system will be a hydrogen system. The EU is ahead of the US in this change. This is mentioned to provide background that as decarbonization of the natural gas system occurs, the effort of creating a natural gas distribution network in Medway really does enable change in the future.