



**April 26, 2022**  
**Medway Planning & Economic Development Board**  
**Meeting**

**Choate Trail Subdivision**  
**Performance Security**

Developer Bob Pace reports he will provide an insurance policy and lot release document by Monday. . . .  
The performance security amount is \$225,556.

- Collection of emails (3-21 thru 4-21)
- Tetra Tech punch list (1-14-22)
- Tetra Tech bond estimate (1-14-22)
- Drainage as-built plan by Connorstone Engineering (3-10-22)
- Connorstone Engineering project status letter (3-21-22)

## Susan Affleck-Childs

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**From:** Robert Pace <rpac100@outlook.com>  
**Sent:** Thursday, April 21, 2022 4:12 PM  
**To:** Susan Affleck-Childs; Vito Colonna  
**Cc:** Bouley, Steven; Picard, Brad; Dave Spertner; Oscar Johnson; Matthew Silverstein; J L Sweeney  
**Subject:** Re: Choate Trail Subdivision Update

TY

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**From:** Susan Affleck-Childs <sachilds@townofmedway.org>  
**Sent:** Thursday, April 21, 2022 1:54 PM  
**To:** Robert Pace <rpac100@outlook.com>; Vito Colonna <vc@csei.net>  
**Cc:** Bouley, Steven <steven.bouley@tetrattech.com>; Picard, Brad <brad.picard@tetrattech.com>; Dave Spertner <dspertner@gmail.com>; Oscar Johnson <oscar-johnson@esia.com>; Matthew Silverstein <silversm33@yahoo.com>; J L Sweeney <jls@sweeneylaw.com>  
**Subject:** RE: Choate Trail Subdivision Update

Hi Bob,

I will keep this on the agenda, for now.

Susy

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**From:** Robert Pace [mailto:rpac100@outlook.com]  
**Sent:** Thursday, April 21, 2022 1:50 PM  
**To:** Susan Affleck-Childs <sachilds@townofmedway.org>; Vito Colonna <vc@csei.net>  
**Cc:** Bouley, Steven <steven.bouley@tetrattech.com>; Picard, Brad <brad.picard@tetrattech.com>; Dave Spertner <dspertner@gmail.com>; Oscar Johnson <oscar-johnson@esia.com>; Matthew Silverstein <silversm33@yahoo.com>; J L Sweeney <jls@sweeneylaw.com>  
**Subject:** Re: Choate Trail Subdivision Update

Hi Suzy,

I have been told that I will have the bond and covenant tomorrow or Monday at the latest.  
That said, can we schedule this for next week please??

Thanks

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**From:** Susan Affleck-Childs <sachilds@townofmedway.org>  
**Sent:** Wednesday, April 20, 2022 12:47 PM  
**To:** Robert Pace <rpac100@outlook.com>; Vito Colonna <vc@csei.net>  
**Cc:** Bouley, Steven <steven.bouley@tetrattech.com>; Picard, Brad <brad.picard@tetrattech.com>; Dave Spertner <dspertner@gmail.com>  
**Subject:** RE: Choate Trail Subdivision Update

Hi Bob,

I am preparing the agenda for next Tuesday's Planning Board meeting. I need to know whether or not to include Performance Security for Choate Trail Subdivision on the agenda.

What is the status of the bonding company's review? Also, as your attorney prepared the lot release document?

The timing for this is all in your court!

Susy

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**From:** Robert Pace [<mailto:rpacer100@outlook.com>]

**Sent:** Wednesday, April 6, 2022 9:47 PM

**To:** Susan Affleck-Childs <[sachilds@townofmedway.org](mailto:sachilds@townofmedway.org)>; Vito Colonna <[vc@csei.net](mailto:vc@csei.net)>

**Cc:** Bouley, Steven <[steven.bouley@tetrattech.com](mailto:steven.bouley@tetrattech.com)>; Picard, Brad <[brad.picard@tetrattech.com](mailto:brad.picard@tetrattech.com)>; Dave Spertner <[dspertner@gmail.com](mailto:dspertner@gmail.com)>

**Subject:** Re: Choate Trail Subdivision Update

For the sake of time and money, we will stay with the most recent approved bond amount. I have sent the specimen bond to the bonding company and am awaiting there response. I will advise as soon as they respond.

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**From:** Susan Affleck-Childs <[sachilds@townofmedway.org](mailto:sachilds@townofmedway.org)>

**Sent:** Wednesday, April 6, 2022 1:54 PM

**To:** Robert Pace <[rpacer100@outlook.com](mailto:rpacer100@outlook.com)>; Vito Colonna <[vc@csei.net](mailto:vc@csei.net)>

**Cc:** Bouley, Steven <[steven.bouley@tetrattech.com](mailto:steven.bouley@tetrattech.com)>; Picard, Brad <[brad.picard@tetrattech.com](mailto:brad.picard@tetrattech.com)>

**Subject:** RE: Choate Trail Subdivision Update

Hi all,

Sorry for my delay in responding. I was away all last week and am just starting to catch up!

Do you want Tetra Tech to prepare a further revised bond estimate or stick with the most recent version? I believe the attached is the most recent!?

Bob, what form of performance security do you wish to provide to replace the subdivision covenant? There are 3 options - Check (we set up a local bank account); tri-partite agreement with your lender; or an insurance policy. We have a corresponding performance security agreement for each type that has to be signed by all parties including the Board at a meeting. Please advise at your earliest convenience.

You also need to prepare a Release of Covenant for the Board to sign which you will need to record after the new performance security is established and the Board authorizes lot releases for construction. See attached template for the Release of Covenant document. Please have your attorney prepare the document and forward it to me for review.

There are a lot of loose ends here. I will put this on the agenda for the April 26<sup>th</sup> board meeting.

Thanks.

Susan E. Affleck-Childs  
Planning and Economic Development Coordinator  
Town of Medway  
155 Village Street

Medway, MA 02053  
508-533-3291



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**From:** Vito Colonna [<mailto:vc@csei.net>]  
**Sent:** Friday, April 1, 2022 1:06 PM  
**To:** Bouley, Steven <[steven.bouley@tetrattech.com](mailto:steven.bouley@tetrattech.com)>; Susan Affleck-Childs <[sachilds@townofmedway.org](mailto:sachilds@townofmedway.org)>  
**Cc:** Robert Pace <[rpace100@outlook.com](mailto:rpace100@outlook.com)>; Picard, Brad <[brad.picard@tetrattech.com](mailto:brad.picard@tetrattech.com)>  
**Subject:** Re: Choate Trail Subdivision Update

Hi Steve,

The contractor just contact us that the headwall is now installed. Sorry for any confusion/delay.

Thank you,  
Vito

**From:** [Bouley, Steven](#)  
**Sent:** Tuesday, March 29, 2022 11:24 AM  
**To:** [Vito Colonna](#) ; [Susan Affleck-Childs](#)  
**Cc:** [Robert Pace](#) ; [Picard, Brad](#)  
**Subject:** RE: Choate Trail Subdivision Update

Hi Vito, Brad visited the site on Friday and the headwall hadn't been installed. Please let us know once that is completed, thanks.

Steve

**Steven M. Bouley, PE** | Project Manager  
Direct +1 (508) 786-2382 | Business +1 (508) 786-2200 | Fax +1 (508) 786-2201 | [steven.bouley@tetrattech.com](mailto:steven.bouley@tetrattech.com)

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**From:** Vito Colonna <[vc@csei.net](mailto:vc@csei.net)>  
**Sent:** Monday, March 21, 2022 2:16 PM  
**To:** Susan Affleck-Childs <[sachilds@townofmedway.org](mailto:sachilds@townofmedway.org)>; Bouley, Steven <[Steven.Bouley@tetrattech.com](mailto:Steven.Bouley@tetrattech.com)>  
**Cc:** Robert Pace <[rpace100@outlook.com](mailto:rpace100@outlook.com)>  
**Subject:** Re: Choate Trail Subdivision Update

**⚠ CAUTION:** This email originated from an external sender. Verify the source before opening links or attachments. **⚠**

Susy,

To follow up on the items from the Jan. 14, 2022 Tetra Tech letter, attached is a drainage as-built plan and summary of the remaining minimum items. We will let you know once the last few items are completed.

Thank you,  
Vito

**From:** [Susan Affleck-Childs](#)  
**Sent:** Monday, March 21, 2022 1:31 PM  
**To:** [Bouley, Steven](#)  
**Cc:** [Robert Pace](#) ; [Vito Colonna](#)  
**Subject:** Choate Trail Subdivision Update

Hi,

Talked today with Vito Colonna. He reported the contractor will be finishing up some items Wednesday or Thursday this week. Will need TT to go out and do another inspection and update the punch list and bond estimate.

Please expect a call from them later this week to let you know when they are ready for you to visit again.

Then we can put this on the agenda for the 4-12 PEDB meeting for the Board to approve the reduced bond estimate.

Cheers!

Susan E. Affleck-Childs  
Planning and Economic Development Coordinator  
Town of Medway  
155 Village Street  
Medway, MA 02053  
508-533-3291



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
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**To:** Susan Affleck-Childs – Medway Planning and Economic Development Board (PEDB) Coordinator

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**Cc:** Peter Pelletier – Medway DPW Director  
Bridget Graziano – Medway Conservation Agent  
Robert Pace – Applicant

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**From:** Steven M. Bouley, P.E.   
Bradley M. Picard, E.I.T.

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**Date:** August 19, 2021  
(revised January 14, 2022)

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**Subject:** 42 Highland Street Bond List

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On August 3, 2021 at the request of the Medway PEDB, Tetra Tech (TT) conducted a punch list inspection of the Choate Trail Way Project located at 42 Highland Street in Medway, MA. A Bond List and Estimate were generated of outstanding items which have not yet been completed, are deficient in quality or outstanding administrative items which remain to be submitted.

The inspection was conducted using the following documents:

- A plan (Plans) set titled "Definitive Subdivision Plan 'Choate Trail Way', Medway, Massachusetts", dated November 8, 2019, prepared by Connorstone Engineering Inc. (CEI).
- A Certificate of Action titled "Certificate of Action, Choate Trail Way Definitive Subdivision Plan" dated May 18, 2020.

TT 1/14/22 Update: TT visited the site on January 10, 2022 to conduct an inspection of the site to update the Bond List. Items ~~stricken~~ have been completed to date. Items shown in black remain outstanding and/or have been updated.

### Outstanding Minimum Infrastructure Items (Pursuant to Section 6.6.3 of the Subdivision Rules and Regulations)

These items are not included in the bond estimate as they must be completed prior to implementation of bonding for the Project and subsequent release of covenant on the lots.

1. 18" Headwall not installed at downstream end of culvert as indicated on the Plans.
2. Adjust subsurface drain system inspection ports to grade.
3. ~~Proposed 4" subdrain does not appear to be installed.~~ **TT 1/14/22 Update: Contractor has completed installation of subdrain. Contractor to backfill subdrain with subbase material to proposed finish grade.**
4. Install electrical conduit and wiring. **TT 1/14/22 Update: Conduit has been installed and backfilled, electrical wiring installation remains outstanding.**
5. Install street sign and "Street Not Accepted by the Town" signs in a size and form as specified by the Medway Department of Public Works.
6. Install stop line pavement markings on binder course.
7. ~~Install binder course for proposed 6' sidewalk.~~
8. Provide as-built information for the Drainage System for review. Can be provided in draft form to confirm critical elevations are consistent with the approved plans. Full as-builts will be required at the completion of the Project.

### Items to be Completed

9. ~~Finalize rough grading and install proposed curbing and edging along Copper Drive.~~ **TT 1/14/22 Update: Proposed curbing and edging has been installed throughout the limit of Copper Drive. Additional fill appears to be required, specifically on the inbound side of Copper Drive, to bring grades to approximate finish elevations.**
10. Adjust all drain and utility castings to finish elevation.
11. Install top course for proposed Copper Drive and sidewalk.

12. Install streetlight at Pole #33 on Highland Street.
13. Install split rail fence, landscaping, boulder/evergreen screening and loam and seed.
14. Install 5' wide dirt walking trail, coordinate installation with the town.
15. Install post lights at each lot.
16. Install signage and stop lines (top course).
17. Install proposed right of way bounds and iron pins.

#### Inspection/Maintenance

- ~~18. Remove down trees along the southeast portion of the site that have landed in abutter's property.~~
19. Provide snow plowing throughout the paved area of the Project. Assume one (1) year of plowing.
20. Perform street sweeping in the Spring and Fall. Assume one (1) year of street sweeping.
21. Clean stormwater infrastructure within the paved area. Assume two (2) cleanings of all catch basins and water quality units per year for one (1) year.
22. Mow and clean debris within right of way. Assume four (4) cleanings per year for one (1) year.
23. Perform erosion control maintenance. Assume two (2) new silt sacks for each catch basin per year for one (1) year.
24. Remove erosion controls within limit of work as directed by Medway Conservation Commission.

#### Administrative

25. Provide documentation from the engineer of record that the subsurface infiltration basin has been constructed according to the endorsed Plans and whether it is functioning properly.
26. Provide as-built plans of the Project.

#### Regulatory Administrative (Other Boards/Commissions)

27. Install proposed mitigation planting area. (Conservation Commission)
28. Install conservation markers. (Conservation Commission)

These comments are offered as guides for use during the Town's review. In addition to this list, we recommend the Applicant conduct their own evaluation of the site to ensure all items included on the approved documents are completed to the satisfaction of the engineer of record for the Project. If you have any questions or comments, please feel free to contact us at (508) 786-2200.

P:\21583\143-21583-20008 (PEDB 42 HIGHLAND ST)\CONSTRUCTION\PUNCH LIST\BOND LIST\_02\_42 HIGHLAND\_2022-01-14.DOC

**TETRA TECH**

**Bond Estimate**  
**42 Highland Street**  
**Medway, Massachusetts**  
 January 14, 2022

Marlborough Technology Park  
 100 Nickerson Road  
 Marlborough, MA 01752  
 Tel 508.786.2200 Fax 508.786.2201

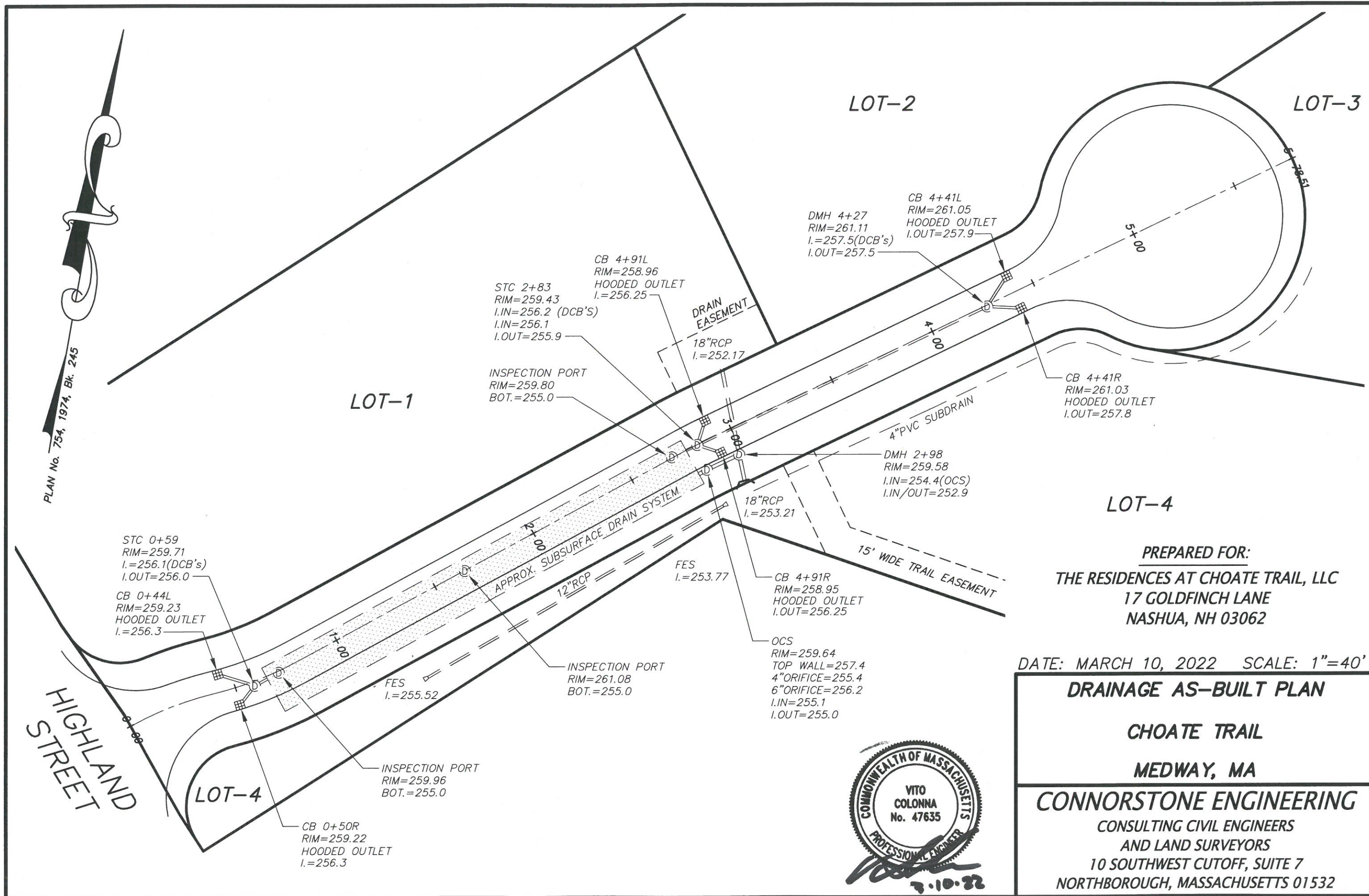
ITEM NO.	DESCRIPTION	QUANTITY	UNIT	UNIT COST <sup>1</sup>	ENGINEERS ESTIMATE
001	Mobilization (3% of Const. Cost)	1	LS	\$5,300.00	\$5,300
002	Earthwork & Rough Grading ROW	1	LS	\$5,000.00	\$5,000
003	Granite Curb Type VA4 - Curved	0	FT	\$59.00	\$0
004	Granite Transition Curb	0	FT	\$53.00	\$0
005	Granite Edging Type SA	0	FT	\$45.00	\$0
006	Granite Curb Inlet - Straight	0	EA	\$450.00	\$0
007	Adjust Drain Castings	12	EA	\$440.00	\$5,280
008	Adjust Hydrant Gate Box	1	EA	\$250.00	\$250
009	Top Course - Sidewalk	28	TON	\$128.00	\$3,584
010	Top Course - Roadway	146	TON	\$128.00	\$18,688
011	Pole #33 Streetlight	1	EA	\$5,000.00	\$5,000
012	Cedar Rail Fence	310	FT	\$70.00	\$21,700
013	Street Trees	28	EA	\$700.00	\$19,600
014	Cul-De-Sac/Mitigation Planting	1	LS	\$4,500.00	\$4,500
015	Walking Trail	1	LS	\$2,500.00	\$2,500
016	Boulder/Evergreen Screening	1	LS	\$6,000.00	\$6,000
017	Post Light	4	EA	\$2,500.00	\$10,000
018	Loam Borrow	234	CY	\$60.00	\$14,040
019	Seeding	1,401	SY	\$2.50	\$3,503
020	Jute Mesh for Stabilization	500	SY	\$8.00	\$4,000
021	Signage	2	EA	\$125.00	\$250
022	Striping	1	LS	\$1,000.00	\$1,000
023	Bounds	15	EA	\$650.00	\$9,750
024	Iron Pins	16	EA	\$300.00	\$4,800
025	Conservation Bounds	16	EA	\$650.00	\$10,400
026	Snow Plowing <sup>2</sup>	1	LS	\$3,000.00	\$3,000
027	Street Sweeping <sup>2</sup>	1	LS	\$2,000.00	\$2,000
028	Clean Catch Basins/WQ Units <sup>2</sup>	16	EA	\$250.00	\$4,000
029	Maintain ROW <sup>2</sup>	1	LS	\$2,000.00	\$2,000
030	Maintain Infiltration System <sup>2</sup>	1	LS	\$1,000.00	\$1,000
031	Maintain Silt Sacks <sup>2</sup>	12	EA	\$150.00	\$1,800
032	Remove Erosion Controls	1	LS	\$2,500.00	\$2,500
033	Legal/Engineering Services	1	LS	\$6,000.00	\$6,000
034	As-Builts	600	LF	\$5.00	\$3,000
				<b>Subtotal</b>	<b>\$180,445</b>
				<b>25% Contingency</b>	<b>\$45,111</b>
				<b>Total</b>	<b>\$225,556</b>

**Notes:**

<sup>1</sup>Unit prices are taken from the latest information provided on the MassDOT website. They utilize the MassDOT weighted bid prices (Combined - All Districts) for the time period 1/2021 - 1/2022. Quantities for items highlighted in gray have changed since our previous estimate to reflect work completed since previous estimate.

<sup>2</sup>This item will remain in the estimate until the Project is entirely complete and occupancy is granted to all units.





PREPARED FOR:  
THE RESIDENCES AT CHOATE TRAIL, LLC  
17 GOLDFINCH LANE  
NASHUA, NH 03062

DATE: MARCH 10, 2022 SCALE: 1"=40'

**DRAINAGE AS-BUILT PLAN**

**CHOATE TRAIL**

**MEDWAY, MA**

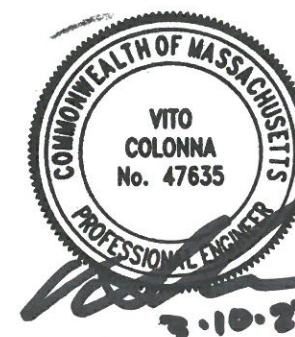
**CONNORSTONE ENGINEERING**

CONSULTING CIVIL ENGINEERS

AND LAND SURVEYORS

10 SOUTHWEST CUTOFF, SUITE 7

NORTHBOROUGH, MASSACHUSETTS 01532



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# CONNORSTONE ENGINEERING, INC.

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10 SOUTHWEST CUTOFF, #7  
NORTHBOROUGH, MASSACHUSETTS 01532  
TEL: 508-393-9727 FAX: 508-393-5242

Medway Planning & Economic Development Board  
Town of Medway  
155 Village Street  
Medway, MA 02053

March 21, 2022

**Re: 42 Highland Street (Choate Trail Way)  
Performance Security**

Dear Ms. Affleck-Childs:

As you are aware the applicant is in the process to establish a revised performance security amount for the Choate Trail subdivision. As part of the process Tetra Tech had provided a list of minimum items to be completed before the Board will enter into a performance security agreement. The applicant respectfully requests consideration of waiving certain items until weather permits in the spring in order to move ahead with the performance security and allow lot release. A description of each item in the Tetra Tech letter is outlined below.


1. 18" Headwall not installed at downstream end of culvert as indicated on the Plans.
  - **The applicant has indicated the headwall is being delivered to the site and is planned for installation this week on 3/23.**
2. Adjust subsurface drain system inspection ports to grade.
  - **The applicant has recently adjusted the structures to grade. The locations/elevations are shown on the attached as-built plan.**
3. Proposed 4" sub-drain. Contractor to backfill subdrain with subbase material to proposed finish grade.
  - **The applicant has indicated the subdrain would be backfilled this week.**
4. Install electrical conduit and wiring. Electrical wiring installation remains outstanding.
  - **The conduits have been installed and backfilled. The contractor has noted that the wiring cannot be installed and pulled through the conduit until houses are under construction. It was our understanding this is not a required item under section 6.6.3.**
5. Install street sign and "*Street Not Accepted by the Town*" signs in a size and form as specified by the Medway Department of Public Works.
  - **The street sign has been completed.**
6. Install stop line pavement markings on binder course.
  - **The applicant has indicated the Stop Line has been completed.**
7. Install binder course for proposed 6' sidewalk.
  - **Sidewalk binder course has been completed.**

8. Provide as-built information for the Drainage System for review. Can be provided in draft form to confirm critical elevations are consistent with the approved plans. Full as-builts will be required at the completion of the Project.

- **An as-built plan of the drainage system has been attached for review.**

Should you have any questions please contact our office at 508-393-9727.

Sincerely,  
Connorstone Engineering, Inc.



Vito Colonna, PE