



**June 14, 2022**  
**Medway Planning & Economic Development Board**  
**Meeting**

**PEDB Meeting Minutes**

- DRAFT minutes of the May 24, 2022 regular PEDB meeting.

NOTE – A draft of minutes of the May 24, 2022 executive session were emailed to you separately. Those also need to be reviewed.

**Tuesday May 24, 2022**  
**Medway Planning and Economic Development Board**  
**155 Village Street**  
**Medway, MA 02053**  
**In Person and Zoom Meeting**

<b>Members</b>	<b>Bob Tucker</b>	<b>Tom Gay</b>	<b>Matt Hayes</b>	<b>Sarah Raposa</b>	<b>Rich Di Iulio</b>	<b>Jessica Chabot</b>
<b>Attendance</b>	<b>X</b>	<b>X</b>	<b>Absent with Notice</b>	<b>X</b>	<b>X</b>	<b>Zoom</b>

**PRESENT:**

Susy Affleck-Childs, Planning and Economic Development Coordinator

The meeting was called to order by Vice-Chair Robert Tucker at 6:30 p.m. A roll call of members present was conducted.

**Roll Call Vote:**

**Jessica Chabot**      aye  
**Rich Di Iulio**      aye  
**Sarah Raposa**      aye  
**Bob Tucker**      aye

A motion was made by Richard Di Iulio and seconded by Sarah Raposa, to go into executive session under G.L. c.30A, §21(a)(3) to discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares [Medway Realty LLC v. Medway Planning and Economic Development Board and the Town of Medway] and return to public session at the conclusion of the executive session for the Board's regular business.

Vice Chair Robert Tucker declared that discussing litigation in this matter in an open meeting may have a detrimental effect on the litigating position of the Board. It was noted that the Board will return to public session at the conclusion of the executive session.

**The motion was approved by a roll call vote:**

**Roll Call Vote:**

**Jessica Chabot**      aye  
**Rich Di Iulio**      aye  
**Sarah Raposa**      aye  
**Bob Tucker**      aye

The Board reconvened from executive session at 7:04 p.m.

**CITIZEN COMMENTS** - There were no citizen comments.

**APPROVAL OF MINUTES:**

**May 10, 2022 Regular Meeting**

On a motion made by Sarah Raposa, seconded by Rich Di Iulio, the Board voted to approve the minutes from May 10, 2022 as written.

**PEDB OFFICERS, REPRESENTATIVES AND LIAISON:**

The Board is in receipt of the following which was entered into the record: (See Attached)

- 5-17-22 Memo from Susy Affleck-Childs re: election of PECB officers and selection of PEDB liaisons and representatives to various town boards and committees.

The Board will act on this agenda item at the June 14, 2022 meeting.

**149 MAIN STREET AUOD SITE PLAN MODIFICATION - PLAN ENDORSEMENT:**

The Board is in receipt of the following documents which were entered into the record: (See Attached)

- Revised site plan dated 5-4-22
- Town Clerk's Certificate of No Appeal dated 5-16-22
- Certification of paid taxes from Medway's Treasurer's office dated 5-16-22
- Tetra Tech sign off memo dated 5-16-22.

On a motion made by Rich Di Iulio. Seconded by Sarah Raposa, the Board voted by roll call to endorse the modified site plan for 149 Main Street (The Maids).

**Roll Call Vote:**

Jessica Chabot	aye
Rich Di Iulio	aye
Sarah Raposa	aye
Bob Tucker	aye

**2 MARC ROAD SITE PLAN MODIFICATION, GROUNDWATER SPECIAL PERMIT, AND MARIJUANA SPECIAL PERMITS MODIFICATION PUBLIC HEARING CONTINUATION:**

The Board is in receipt of the following documents which were entered into the record: (See Attached)

- Public Hearing Continuation Notice to 5-24-22

- 5-16-22 email from project engineer Dan Merrikin requesting a continuation of the public hearing to July 12, 2022
- 5-18-22 email from project engineer Dan Merrikin requesting an extension of the deadline for the Board's action on the site plan to August 31, 2022.

**On a motion made by Rich Di Iulio, seconded by Sarah Raposa, the Board voted by roll call vote to continue the hearing to July 12, 2022 at 7:45 pm. and to extend the action deadline to August 31, 2022.**

**Roll Call Vote:**

Jessica Chabot	aye
Rich Di Iulio	aye
Sarah Raposa	aye
Bob Tucker	aye

**MEDWAY COMMONS – Bright Child Care Center – Plan Review Fee Estimate**

The Board is in receipt of the following: **(See Attached)**

- Letter from Tetra Tech with peer review proposal for review of a site plan modification for Medway Commons for a new child care facility.

The Board reviewed the Tetra Tech plan review fee estimate for Bright Child Care Center in the amount of \$6,939.00.

**On a motion made by Rich Di Iulio, seconded by Sarah Raposa, the Board voted by roll call vote to continue the hearing to July 12, 2022 at 7:45 pm.**

**Roll Call Vote:**

Jessica Chabot	aye
Rich Di Iulio	aye
Sarah Raposa	aye
Bob Tucker	aye

**CASSIDY FIELD MINOR SITE PLAN AND LAND DISTURBANCE PERMIT:**

The Board is in receipt of the following documents: **(See Attached)**

- Draft Decision dated 5-18-22
- Email dated 5-17-22 from Deputy Fire Chief Mike Fasolino
- Site Plan dated 3-25-22 by Tetra Tech
- Review letter from Sergeant Jeff Watson dated 5-19-22

The Board was able to view a share screen of the draft decision.

There was discussion about the sidewalk recommended by Sergeant Jeff Watson. Consultant Bouley does not recommend the sidewalk due to the feasibility of constructing it within the budget allotted for

this project. The applicant can install additional signage and pavement markings. There was a suggestion to ask if there can be striping for a bike lane. Consultant Bouley responded that he is not comfortable recommending this for safety reasons. A suggestion was made to have a walking area on the non-paved road. The area could be cleared back 4-5 ft from the roadway. Consultant Bouley will check to see if there is enough space for this path. It was suggested that there be clarity of language for Item #11 regarding the traffic circulation. The Board recommended eliminating condition #10.

**Findings:**

**On a motion made by Sarah Raposa, seconded by Jessica Chabot, the Board voted by roll call to approve the findings as discussed.**

**Roll Call Vote:**

Jessica Chabot	aye
Rich Di Iulio	aye
Sarah Raposa	aye
Bob Tucker	aye

**Waivers from Site Plan Rules and Regulations:**

**On a motion made by Sarah Raposa, seconded by Jessica Chabot, the Board voted by roll call to approve the waivers as discussed.**

**Roll Call Vote:**

Jessica Chabot	aye
Rich Di Iulio	aye
Sarah Raposa	aye
Bob Tucker	aye

**Conditions:**

**On a motion made by Sarah Raposa, seconded by Jessica Chabot, the Board voted by roll call to approve the conditions as discussed.**

**Roll Call Vote:**

Jessica Chabot	aye
Rich Di Iulio	aye
Sarah Raposa	aye
Bob Tucker	aye

**Decision:**

**On a motion made by Sarah Raposa, seconded by Jessica Chabot, the Board voted by roll call to approve the decision as discussed.**

**Roll Call Vote:**

Jessica Chabot	aye
Rich Di Iulio	aye
Sarah Raposa	aye
Bob Tucker	aye

### **CONSTRUCTION REPORTS:**

- There is no update on construction reports.

### **MASTER PLAN UPDATE:**

- There will be a joint meeting on the Master Plan with the Master Plan Committee, PEDB and the Select Board on June 13, 2022. There will be a zoom option. A draft of the Phase III report will be provided. Approval of the master plan is expected in September.

### **OTHER ITEMS:**

- There will be discussion among staff about possible Zoning Bylaw Amendments for the Fall town meeting. The Board will discuss this at their June 14, 2022 meeting.
- There will be a BESS Bylaw hopefully ready for the Fall. This will be included on the July 12, 2022 agenda.

### **PUBLIC HEARING - 288 VILLAGE STREET – MULTI-FAMILY SPECIAL PERMIT, SITE PLAN AND LAND DISTURBANCE PERMIT:**

The Board is in receipt of the following which was entered into the record: (See Attached)

- Public Hearing Notice
- Multi-Family Housing Special Permit Application
- Major Site Plan Application
- Land Disturbance Permit Application
- Project Description
- Site Plan dated 4-1-22 by Land Planning, Inc.
- Development Impact Statement
- Requests for waivers from the *Site Plan Rules and Regulations*
- Tetra Tech plan review letter dated 5-17-22
- Review email dated 5-23-22 from Deputy Fire Chief Mike Fasolino

**On a motion made by Rich Di Iulio, seconded by Sarah Raposa, the Board voted unanimously by roll call vote to dispense with the reading of the public hearing notice for 288 Village Street.**

#### **Roll Call Vote:**

Jessica Chabot	aye
Rich Di Iulio	aye
Sarah Raposa	aye
Bob Tucker	aye

Applicant Tony Leland and his representative Bill Halsing were present. The applicant proposes a project which will include the construction of a three family, town house style building which would include a driveway, parking, utilities, grading, lighting, landscaping, and stormwater management

facilities. Each unit will have a front porch, back deck and three parking spaces. There are a total of nine parking spaces proposed. The Board was informed that there was a meeting with the Fire Chief about the roadway. This was recommended to be 16 ft. wide. An email from Deputy Fire Chief Mike Fasolino was provided. The Board was informed that the applicant spoke with the DPW about the water and sewer tie in. Each unit will be connected independently to a six-inch ductile water line. This will be breaking off to the individual units. There will also be a line for the sprinklers for fire suppression. The drainage infiltrators will be underground. There will be raingardens. The trash will be kept at the back of the site. The construction entrance detail was shown. The location of the driveway was shifted over about 10 ft. The buildings have been moved forward since the previous rendition of the plan discussed with the Board on a pre-application basis. All of the DRC's review comments have been incorporated. The applicant has also incorporated the comments from Tetra Tech. The construction will include installation of barriers and a construction entrance. There was a recommendation from Consultant Bouley for the applicant to install pop-up emitters with a stone or rip rap collar to prevent them from being damaged during grass mowing and prevent erosion during discharge. There was also a recommendation to have the applicant see if a MS4 permit is needed from the Medway Department of Public Work.

The hearing was opened to the public.

A letter of support for the project from abutter Rick Luzietti of Williams Street was read into the record.

There were no other comments from the public.

The list of waiver requests will be updated and provided prior to the next hearing along with a revised site plan.

**On a motion made by Jessica Chabot, seconded by Sarah Raposa, the Board voted by roll call vote to continue the hearing to June 28, 2022 at 7:00 pm (zoom only)**

**Roll Call Vote:**

Jessica Chabot	aye
Rich Di Iulio	aye
Sarah Raposa	aye
Bob Tucker	aye

**PHYTOPIA PUBLIC HEARING CONTINUATION MAJOR SITE PLAN,  
REDUCED PARKING SPECIAL PERMIT AND GROUNDWATER  
PROTECTION SPECIAL PERMIT:**

The Board is in receipt of the following which was entered into the record: (See Attached)

- Notice to continue public hearing from 5-26-22 to 5-24-22.
- Tetra Tech review letter dated 4-22-22
- Peter Pelletier review letter dated 5-6-22
- Jack Mee review dated 5-13-22
- Mike Fasolino review letter dated 5-20-22
- Applicant's requests for waivers from Site Plan Rules and Regulations from April 2021

- Attorney Ted Cannon's email dated 5-17-22 re: outstanding items with attached MDM transportation consultant's letter dated 7-27-21
- Most recent site plan dated 3-7-33 by Chris Sparges, P.E.

The Board and applicant recognized that Chairman Hayes is not present at the hearing and has missed a prior hearing. The applicant needs a 4/5 vote. If the Board proceeds with the hearing tonight, Chairman Hayes will not be able to vote due to the Mullins Rule limitations. The applicant would like to continue the hearing to have a full complement of the Board present.

The Board was informed that the applicant will be meeting with the Conservation Commission on Thursday, May 26<sup>th</sup>.

**On a motion made by Rich Di Iulio, seconded by Jessica Chabot, the Board voted by roll call vote to continue the hearing to July 12, 2022 at 8:00 pm.**

**Roll Call Vote:**

Jessica Chabot	aye
Rich Di Iulio	aye
Sarah Raposa	abstained
Bob Tucker	aye

**ADJOURN:**

**On a motion made by Sarah Raposa, seconded by Jessica Chabot, the Board voted by roll call to adjourn the meeting.**

**Roll Call Vote:**

Jessica Chabot	aye
Rich Di Iulio	aye
Sarah Raposa	aye
Bob Tucker	aye

The meeting was adjourned at 8:46 pm.

Prepared by,

Amy Sutherland  
Recording Secretary

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



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