



August 9, 2022
Medway Planning & Economic Development Board
Meeting

PEDB Meeting Minutes

- July 26, 2022 regular PEDB meeting

Tuesday, July 26, 2022
Medway Planning and Economic Development Board
155 Village Street
Medway, MA 02053

Members	Bob Tucker	Tom Gay	Matt Hayes	Sarah Raposa	Rich Di Iulio	Jessica Chabot
Attendance	Zoom	X	X	X	X	X

PRESENT:

Susy Affleck-Childs, Planning and Economic Development Coordinator
Barbara Saint Andre, Director of Community and Economic Development (via Zoom)

The meeting was called to order by Chairman Hayes at 7:02 p.m.

There were no Citizen Comments.

APPOINTMENTS TO THE DESIGN REVIEW COMMITTEE:

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

- Memo dated 7-20-22 from Susy Affleck-Childs
- Resume of Jamie Ahlstedt
- Resume of Susan Alessandri

The DRC is in receipt of the resumes from Jamie Ahlstedt and Susan Alessandri to seek appointment to the DRC. Ms. Ahlstedt was present via Zoom and Ms. Alessandri attended the meeting in person. They provided the Board with their background information and interest in serving on the DRC.

On a motion made by Sarah Raposa, seconded by Rich Di Iulio, the Board voted by roll call to appoint Susan Alessandri to the Design Review Committee through June 20, 2024, and Jamie Ahlstedt to the Committee through June 30, 2023.

Roll Call Vote:

Bob Tucker	aye
Matt Hayes	aye
Rich Di Iulio	aye
Sarah Raposa	aye
Jess Chabot	aye

APPROVAL OF PEDB MEETING MINUTES:

June 13th and July 12th meetings:

On a motion made by Rich Di Iulio, seconded by Jessica Chabot, the Board voted by roll call to accept the minutes from the June 13th and July 12th meetings as revised.

Roll Call Vote:

Bob Tucker	aye
Matt Hayes	aye
Rich Di Iulio	aye
Sarah Raposa	aye
Jess Chabot	aye

CONSTRUCTION ESTIMATES

288 VILLAGE STREET MULTI FAMILY PROJECT – The Board is in receipt of an estimate from Tetra Tech in the amount of \$13,194.00. **See Attached.**

On a motion made by Rich Di Iulio, seconded by Sarah Raposa, the Board voted by roll call to approve the Tetra Tech construction estimate for 288 Village Street for \$13,194.00.

Roll Call Vote:

Bob Tucker	aye
Matt Hayes	aye
Rich Di Iulio	aye
Sarah Raposa	aye
Jess Chabot	aye

BRIGHTPATH CHILDS CARE/Medway Commons – The Board is in receipt of an estimate from Tetra Tech in the amount of \$6,088. **See Attached.**

On a motion made by Sarah Raposa, seconded by Rich Di Iulio, the Board voted by roll call to approve the construction estimate for Bright Path Day Care for \$6,088.00.

Roll Call Vote:

Bob Tucker	aye
Matt Hayes	aye
Rich Di Iulio	aye
Sarah Raposa	aye
Jess Chabot	aye

Zoning Board of Appeals Application:

201 Village Street – Accessory Family Dwelling Family Unit:

The Board is in receipt of an application submitted to the ZBA for 201 Village Street. **See Attached.** This is a petition for an AFDU special permit to be part of the existing building.

The Board has no issue with this application and is taking no action.

CONSTRUCTION REPORTS:

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

William Wallace Village – 274 Village Street

- Field Report No. 32 – Tetra Tech, 5-12-22
- Field Report No. 33 – Tetra Tech, 6-21-22

Salmon Health:

- Field Report No. 70 – Tetra Tech, 6-21-2022
- Field Report No. 80 – Tetra Tech, 7-06-2022
- Field Report No. 81 – Tetra Tech, 7-12-2022

21 Trotter Drive:

- Field Report No. 20 – Tetra Tech, 7-13-2022

Master Plan Update:

Member Chabot updated the board. There was a meeting of the Master Plan Committee on 7-25-22. There is a draft Master Plan the document. There is still some work which needs to be done on this. There needs to be graphics included and clarification of language. The second part of this Committee's task will be to establish the action plan for implementation responsibilities. The current document will be sent to the Boards and Committees to review and provide comments by August 9, 2022. Another step will be for the implementation of this plan which will include the strategies. There was a suggestion that the management of the document needs to be done by a staff member.

PUBLIC HEARING CONTINUATION – BOUNDARY LANE DEFINITIVE SUBDIVISION PLAN:

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

- Notice dated 7-1-22 of Public Hearing Continuation to 7-26-22
- Mullins Rule Certification for Bob Tucker for 6-14-22 hearing
- Mullins Rule Certification for Jess Chabot for 6-14-22 hearing
- Email dated 6-9-22 from Health Agent Beth Hallal
- Letter dated 6-14-22 from Deputy Fire Chief Mike Fasolino
- Email dated 7-20-22 from DPW/Sewer Superintendent Barry Smith
- Letter dated 6-22-22 from Safety Officer Jeff Watson
- Revised Boundary Lane Subdivision Plan dated 7-12-22 by Connorstone Engineering
- Plan Revision summary letter dated 7-15-22 from Vito Colonna
- Tetra Tech revised plan review letter dated 7-20-22
- Conservation Commission Order of Conditions for 69 Summer Street
- DRAFT Certificate of Action dated 7-22-22
- Email dated 7-26-22 from Assessor Donna Greenwood re: drainage parcel
- Additional waiver request dated 7-26-22 re Section 7.7.2 p. to not require the drainage system to be located on a separate parcel

The continued hearing for Boundary Lane was opened.

The Board is in receipt of the signed Mullin Rule Certification from member Tucker for the 6-14-22 hearing.

The draft decision was displayed on the screen share to be reviewed by all parties.

Applicant Zach Lindsey was present in person along with Gerry Lindsey and attorney Steven Kenney. The applicant does not have any issues with how the decision was written. Per the request from Assessor Donna Greenwood, the drainage parcel should be located on the house lot and shown as an easement and not be shown as a separate parcel. It was noted that the homeowners association can still be the entity to maintain it. The Board reviewed the various waiver requests and finetuned the language. There will also be language added relative to the subdivision covenant and that the relevant infrastructure including the stormwater management system be constructed within three years of the date of endorsement date of the plan.

Waivers from Subdivision Rules and Regulations

On a motion made by Rich DiIulio, seconded by Jessica Chabot, the Board voted by roll call to approve the Waiver Requests as discussed and presented in the draft decision.

Roll Call Vote:

Bob Tucker	aye
Matt Hayes	aye
Rich Di Iulio	aye
Sarah Raposa	aye
Jess Chabot	aye

Project Criteria:

On a motion made by Sarah Raposa, seconded by Rich Di Iulio, the Board voted by roll call to approve the Project Evaluation Criteria as presented in the draft decision.

Roll Call Vote:

Bob Tucker	aye
Matt Hayes	aye
Rich Di Iulio	aye
Sarah Raposa	aye
Jess Chabot	aye

Conditions:

The conditions of this decision were next discussed.

- There is language included about the tree preservation and that the permittee shall make the fullest possible effort to prevent removal of noted trees and to preserve/retain them.
- Any damaged sidewalk on the west side of Summer Street shall be repaired or replaced before an occupancy permit is issued for Lot 3.
- The sentence relating to the condition #9 for ownership of Boundary Lane and that it remain privately owned in perpetuity to the center line by the owners of the adjacent lots can be removed as suggested by Barbara Saint Andre.
- The addresses of the houses will need to be discussed further with the Board of Assessors.

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

Roll Call Vote:

Bob Tucker	aye
Matt Hayes	aye
Rich Di Iulio	aye
Sarah Raposa	aye
Jess Chabot	aye

Decision:

On a motion made by Jessica Chabot, seconded by Sarah Raposa, the Board voted by roll call to approve the Decision with waivers and conditions as approved.

Roll Call Vote:

Bob Tucker	aye
Matt Hayes	aye
Rich Di Iulio	aye
Sarah Raposa	aye
Jess Chabot	aye

Close Public Hearing:

On a motion made by Rich Di Iulio, seconded by Jessica Chabot, the Board voted by roll call to close the Boundary Lane public hearing.

Roll Call Vote:

Bob Tucker	aye
Matt Hayes	aye
Rich Di Iulio	aye
Sarah Raposa	aye
Jess Chabot	aye

PUBLIC HEARING CONTINUATION - MILFORD HOSPITAL MEDICAL FACILITY:

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

- Notice dated July 1, 2022, to continue the Milford Hospital public hearing to July 26, 2022
- Revised site plan dated June 29, 2022, received July 15, 2022
- Collection of submittals from Guerriere & Halnon associated with the revised site plan, received July 15, 2022
- Tetra Tech review letter dated July 19, 2022, on the revised site plan dated June 29, 2022
- Letter dated July 21, 2022, from Jack Mee (Building Commissioner)
- Letter dated May 31, 2022, from Jeffrey Dirk of Vanasse Associates (Transportation Impact Assessment report)
- Letter dated July 15, 2022, from Jeffrey Dirk of Vanasse Associates (traffic intersection improvements)

The continuation public hearing for Milford Regional Hospital Medical Center Site plan and Groundwater Protection Special Permit was opened.

The applicant Kevin Lobisser was also present along with Michael Hassett and Amanda Cavaliere from Guerriere and Halnon.

The Board was informed that the plans have been revised based on the recommendations provided from the Conservation Commission, Fire Department, and Police Department Consultant. Tetra Tech has also provided responses. The Board reviewed the letter from Guerriere and Halnon. This included updated project narrative; revised development impact statement, updated waiver request forms, revised application for approval of a special permit, response letter dated May 31, 2022, by Vanasse & Associates dated May 31, 2022. There was also information provided about the underground piping inspection prepared by DWD Engineering dated June 22, 2022. There was a revised lighting plan prepared by Holbrook Associates dated July 6, 2022.

The following items were clarified:

- There are no easements on record for the existing drainage infrastructure onsite. There will be no easement provided by the town.
- There was an additional waiver requested from Section 10.2.D.2.a.
- The size of the trees has been adjusted to comply with Section 10.2.D.2.b. There is also the inclusion of 23 additional shrubs.
- There is an outdoor amenity space for the front of the property including picnic tables, benches, landscaping and trash receptacles.
- The project narrative has also been revised.
- A development impact statement has now been provided.
- There is an anticipation that the construction activities will be completed within 10 months of receiving the Town approvals.
- The color renderings will be provided for the next meeting.
- The Town Assessor has requested address 68A Main Street for this site. That address needs to be reviewed by the Boston Post Office.
- The proposed sidewalk at the front of the building narrows to a 5' width between the building entrances and the parking area where 7' is required as parking overhangs the sidewalk.
- The total number of proposed parking spaces has been reduced from 102 to 88, with the reduction in the front left corner. There will be an increase in screening.
- The south entrance has shifted 15' north from its originally proposed location.
- The southern driveway has been revised to be exit only and stop bars and signs have been added to both the north and south exits.
- The applicant will follow the recommendations of the safety audit.

The Applicant will be providing color renderings next week. The plan needs to show the designated area for open space. It was explained that an ANR will be done to create this parcel once all approvals are provided. This could be a condition of the decision.

Waivers:

- Section 204-5 (D)(14) Master Signage Plan. There will be a master signage plan submitted under a separate permit application with the input of the DRC and PB.
- Section 204-5 (B) Site Context Sheet.
- Section 204-5 (D)(8)(a) Landscape Plan

- Section 207-9 (B)(1) Pedestrian and Bicycle Access and Sidewalks. The applicant will stripe and include compact cars spaces.
- Section 207-12 (B) Parking G. (3) locations
- Section 207-19 Landscaping B. (2) Landscape buffers
- Zoning Bylaw Section Central Business District (2.D.2.A) Off – Street Parking

Tetra Tech representative Courtney Sudak was present via Zoom to explain the peer review. It was indicated that trash area has been relocated to the northwest portion of site. It was recommended that there be a condition that the vehicle turning analysis be provided for a service delivery vehicle and Medway Fire Department design vehicle. There should also be a condition that the Applicant work with the Town to finalize the elements of the Transportation Demand Management program for the project. The applicant is planning to attend the DRC meeting on Monday.

There was a question about the shifting of the building on site and if there would be a buffer. There will be Norway spruce plantings with a minimum of 6-7 ft. The stockade fence will be on the slope.

On a motion made by Jessica Chabot, seconded by Sarah Raposa, the Board voted by roll call to continue the hearing to August 23, 2022, at 7:30 pm.

Roll Call Vote:

Bob Tucker	aye
Matt Hayes	aye
Rich Di Iulio	aye
Sarah Raposa	aye
Jess Chabot	aye

PUBLIC HEARING CONTINUATION – PHYTOPIA – 6 INDUSTRIAL PARK ROAD:

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

- Notice dated July 18, 2022, to continue the hearing to August 9, 2022.

The Board was informed that the draft decision was not able to be prepared. It was suggested to continue the hearing to August 9, 2022. Ms. Affleck-Childs indicated she had spoken with attorney Ted Cannon for the applicant who was amenable to the continuation.

On a motion made by Rich Di Iulio, seconded by Jessica Chabot, the Board voted by roll call to continue the hearing to August 9, 2022, at 7:00 pm.

Roll Call Vote:

Bob Tucker	aye
Matt Hayes	aye
Rich Di Iulio	aye
Sarah Raposa	abstained
Jess Chabot	aye

DISCUSS MEDWAY GRID BESS PROJECT:

The Board was provided with the following: (See Attached)

- Draft Host Community Agreement
- Medway GRID's petition to the Energy Facilities Siting Board
- Proposed site plan as provided to the Energy Facilities Siting Board
- Tetra Tech review letter dated 6-21-22

The Board was informed that the Town Manager has asked for comments on the draft Host Community Agreement. A copy of this agreement was in the packet along with the petition and a link to the Energy Facilities Siting Board hearing on July 13, 2022. Chairman Hayes attended the hearing via Zoom. It would be his suggestion to wait on acting on the host agreement. It was noted that the Select Board is planning to act on the Host Community Agreement at its August 22, 2022 meeting. The draft agreement includes Medway GRID providing some financial support for the Town's master planning efforts. There was a suggestion that funds be put in place for the ability to use consultants for various planning activities, not limited to master plan. There was a concern expressed about the Town tasking the PEDB to write a BESS bylaw when the Medway GRID application will surpass the boards. The Town wants the agreement to protect its interest if the Medway GRID project is approved by the EFSB. The Board would like a letter drafted to review at the August 9, 2022, meeting. Ms. Affleck-Childs will work with Chairman Hayes on a letter.

POSSIBLE ZONING BYLAW AMENDMENTS:

- Solar Electric Installations
- Battery Energy Storage Systems
- Table of Uses
- Multi-Family Housing
- Housekeeping

Solar Electric Installations: The Article has been amended to include language that the Town seeks incentivize solar installations within already developed property and on lands with lower resource values (parking lots, roofs). There will also be amendments to some of the definitions to include ground mounted solar electric installations with rated name plate capacity of 250 kW (DC). The electric power generation definition will be amended. In regard to the proof of liability insurance, there will be language added that insurance be in effect until such facility has been decommissioned, removed, and the site restored with subsection K of the bylaw. There was a recommendation to increase the setback to 100 ft when abutting the residential zone.

BESS Bylaw

Resident, Charlie Myers attended the meeting in person to participate in the discussion.

The Article for BESS is to see if the Town will vote to amend the Zoning Bylaw for Section 2 Definitions of Battery Energy Storage Facility and to add other definitions. Table 1 Schedule of Uses will be amended to indicate where Battery Energy Storage Systems would be allowed. There will also be an amendment to Table 3 Schedule of Off-Street parking requirements by adding a new category for Battery Energy Storage System (2 parking spaces for a Tier 1 BESS and 3 spaces for a Tier 2 BESS). The purpose section was also revised to include "consistent

with best practices and safety protocols”. There would also be an amendment to Section 3.5.3.A.1 Major Site Plan Review for a Tier 2 BESS and a Section 3.5.3.A.2 Minor Site Plan for a Tier 1 BESS. The Board does not want to expand the ER district at this time. There was also a recommendation to increase the buffer between a BESS and any residentially used or zoned property. There was also a section added about the mitigation for loss of Carbon Sequestration and Forest Habitat, Mitigation for Disruption of Trail Networks, and Disruption of Historic Resources and Properties. There also needs to be an application for a decommissioning plan for Tier 2 BESS. The bylaw would also have any applicant have to provide proof of liability insurance prior to issuance of a building permit.

Multi-Family Housing:

The article for the multifamily housing would be to revise C. Dimensional Regulations along with increasing the minimum lot size for a Multi-Family Building to be one/half acre. There will also be a revising of the parking special regulations.

Housekeeping:

This Article would see if the Town will vote to amend the bylaw for:

- Open Space Residential Development, minor correction in numbering
- Adding a new definition for Forestland
- Change all the references that read “Board of Selectmen” to “Select Board”

NOTE - Member Tucker left the meeting at 10:12 pm.

ADJOURN:

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

The meeting was adjourned at 10:31 pm.

Prepared by,
Amy Sutherland
Recording Secretary

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