

Board Members

Andy Rodenhiser, Chair
Sarah Raposa, A.I.C.P.,
Vice-Chair
Timothy Harris, Clerk
Jessica Chabot, Member
John Parlee, Member



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TOWN OF MEDWAY COMMONWEALTH OF MASSACHUSETTS

PLANNING AND ECONOMIC DEVELOPMENT BOARD

Meeting Minutes

Tuesday, October 24, 2023 @ 6:30 p.m.

Medway Town Hall, 155 Village Street, Medway, MA

	Andy Rodenhiser Chairperson	Sarah Raposa Vice Chairperson	Timothy Harris Clerk	Jessica Chabot	John Parlee
Attendance	X	X	absent	Arrived 8:30 p.m.	X

Also in attendance:

Barbara J. Saint Andre, Director of Community and Economic Development
Jeremy Thompson, Planning and Economic Development Coordinator

The Chairman opened the meeting at 6:30 p.m.

On a motion made by Sarah Raposa, seconded by John Parlee, the Board voted by roll call vote to enter into executive session under G.L. c. 30A, section 21(a)(3) to discuss strategy with respect to litigation known as Medway Realty LLC v. Medway Planning and Economic Development Board and the Town of Medway, Land Court, Civil Action No.21 Misc. 000633 – HPS, where an open meeting may have a detrimental effect on the Board's litigating position, and the Chair so declares, and the Board will return to open session at the conclusion of the executive session.

The Chair so declared that an open meeting may have a detrimental effect on the Board's litigating position.

Roll Call Vote:

Andy Rodenhiser Aye
Sarah Raposa Aye
John Parlee Aye

The Board returned to open session at 7:00 p.m.
There were no public comments.

Public Hearing: 56 Summer Street: 7:00 p.m. **56 Summer Street**, application for multi-family special permit and major site plan review for construction of a multi-family residential development, with 8 buildings consisting of 18 units, with associated driveways, utilities, grading, and landscaping. The property is in the Multi-family Housing Overlay district.

The Board is requested to continue the hearing for 56 Summer Street to November 14, 2023.

On a motion made by Sarah Raposa, seconded by John Parlee, the Board 3-0 to continue the hearing for 56 Summer Street to November 14, 2023, at 7:15 pm.

44 Willow Pond Circle (Salmon ARCPUD) Stormwater Discussion:

Resident Anne Bradford, 3 Mishawum St., was present at the meeting explaining that she has lived at this home for 43 years and has never had water in her backyard until the Salmon development was built. She now has water in the backyard after rain events. The development took down the trees and vegetation, and paved roads have led to flooding. Chair Rodenhiser asked about the drainage swale along the eastern property line and all the streets that dead end along this swale. Steve Bouley of Tetra Tech mentioned there are structures along the swale that intercept the stormwater flow. He stated this could be a groundwater issue rather than a runoff issue, this is a high groundwater area. The yard is in the floodplain, there may be ponding after a rain event as the water is recharging due to perching. He did not see any flowing water when he inspected the site.

The Board reviewed a topography map of the area. They noted that there is a stormwater basin upgradient. The noted area is sloped. Mr. Rodenhiser asked if a plan with contours could be obtained. Mr. Parlee asked the cost of a dye test. Mr. Bouley stated that the property owner should be responsible for any dye test. Ms. Bradford stated that Mr. Bouley suggested a dye test some months ago but the owner declined. The Board asked if a dye test could be required of the owner. Consiglie Engineering will be looking at the situation and will fix the issue.

Resident Tom Choate communicated that he has lived in this area for many years, and the information about the site as communicated by Ms. Bradford is correct. Water flowing down from the streets to the north is now being blocked. Mr. Bouley communicated that one of the problems is that the bottom of the basin is 10 ft higher than the background. The catch basins are clogged during the rain events. This is being addressed near Mr. Choate's property. Mr. Rodenhiser and Mr. Choate discussed the various catch basins and streets along the development.

This will be discussed at a further meeting.

Medway Commons Field Change:

The Board is in receipt of a field change for Medway Commons. Karen Johnson of Charter Realty was present via zoom to explain the field change. The field change is related to the adjustment to the Holliston Street access to allow for a left-hand turn into Medway Commons. This change had been requested by the Board during the approval process.

On a motion made by Sarah Raposa, seconded by John Parlee, the Board voted unanimously (3-0) to approve the field change.

Construction Reports:

- There are no construction reports to present.

Approve Tetra Tech estimate for updating Subdivision Rules and Regulations:

The Board is in receipt of an estimate from Tetra Tech for its assistance in the updating of the Subdivision Rules and Regulations.

On a motion made by Sarah Raposa, seconded by John Parlee, the Board voted unanimously (3-0) to approve the estimate for Tetra Tech to approve the estimate for updating the Subdivision Rules and Regulations in the amount of \$1,600.00.

Discussion of Master Plan Initiatives and implementation tracking:

Jeremy Thompson provided the Board with a document which would assist tracking of the Master Plan Initiatives. The document was revised to include updated timelines. This will be a working document among all departments which has tasks which need to be completed. There was discussion on what is the best way to track the information from the various departments. It was suggested to add another column which would be for comments. Mr. Thompson will reach out to the departments to see if they can put the implementation of the master plan on their future agendas for discussion. There are some tasks which need to be completed on a semi-annual basis. It was suggested to track progress on googledocs. There will need to be training for the departments on how to use the document. There was a recommendation to create a narrative to the departments explaining the purpose of the tracking chart.

Allison Potter has been tasked with working with all departments on the Master Plan initiatives.

There was a suggestion that there be something in the Annual Reports about what the Departments have completed regarding the Master Plan initiatives.

Jessica Chabot arrived at 8:30 p.m.

Preparation for November 13, 2023, Town Meeting:

The Board is in receipt of a document prepared by the Barrett Planning, the consultant who is working with the Board to prepare zoning amendments to comply with the state mandate for MBTA communities. The flier was reviewed, and recommendations were made on revisions to the flier. There needs to be spelling corrections along with changes to some of the wording. This flier will be provided to residents at town meeting.

Marijuana Special Permit Fees:

There was a recommendation to set the fee for marijuana special permit applications separately from other special permit applications due to the time needed to act on these applications beyond other applications.

On a motion made by Jessica Chabot, seconded by Sarah Raposa, the Board voted unanimously (4-0) to set the marijuana special permit application fee at \$500.00.

Approval of Minutes:

- September 26, 2023
- October 3, 2023
- October 18, 2023

On a motion made by Sarah Raposa, seconded by Jessica Chabot, the Board voted unanimously (4-0) to approve the minutes from September 26, 2023, October 3, 2023, and October 18, 2023.

Upcoming Meetings:

- November 14, 2023
- November 28, 2023

Adjourn:

On a motion made by Sarah Raposa, seconded by Jessica Chabot, the Board voted unanimously (4-0) to adjourn the meeting at 8:37 p.m.

Respectfully Submitted,

Amy Sutherland
Recording Secretary

Edited by
Barbara J. Saint Andre
Director, Community and Economic Development

Documents Reviewed at the Meeting

1. Aerial view of Mishawaum property
2. Plan with contours of Mishawaum property.
3. Holliston Street/Medway Commons entrance plan

