

Board Members

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



TOWN OF MEDWAY COMMONWEALTH OF MASSACHUSETTS

PLANNING AND ECONOMIC DEVELOPMENT BOARD

Meeting Minutes

Tuesday, September 26, 2023 @ 6:30 p.m.
Medway Town Hall, 155 Village Street, Medway, MA

Medway Town Hall
155 Village Street
Medway, MA 02053
Telephone (508) 533-3291
Fax (508) 321-4987
Email: planningboard@townofmedway.org
<https://www.townofmedway.org/planning-economic-development-board>

	Andy Rodenhiser Chairperson	Sarah Raposa Vice Chairperson	Timothy Harris Clerk	Jessica Chabot	John Parlee
Attendance	X	X	X	absent	Zoom

Also in attendance:

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

Chairperson Rodenhiser called the meeting to order at 6:45 p.m. It was noted that member John Parlee is participating remotely.

On a motion made by Sarah Raposa, seconded by Tim Harris, the Board voted by roll call vote to enter 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 litigation position, and the Chair so declares, and to 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:

Sarah Raposa aye
Tim Harris aye
John Parlee aye
Andy Rodenhiser aye

At 6:58 p.m., the Board returned to open session.

Approval of Minutes:

September 12, 2023:

On a motion made by Sarah Raposa, seconded by Tim Harris, the Board voted by roll call (4-0) to approve the minutes from September 12, 2023.

Roll Call Vote:

Sarah Raposa	aye
Tim Harris	aye
John Parlee	aye
Andy Rodenhiser	aye

Continuation Hearing 39 Alder Street – Site Plan Review & Special Permits:

The Board is in receipt of a request by the applicant for continuation to November 14, 2023 at 7:00 pm.

On a motion made by Sarah Raposa, seconded by Tim Harris, the Board voted by roll call to continue the hearing for 39 Alder St. to November 14, 2023 at 7:00 pm.

Roll Call Vote:

Sarah Raposa	aye
Tim Harris	aye
John Parlee	aye
Andy Rodenhiser	aye

Construction Report:

The Board is in receipt of a construction report for Chipotle-Starbucks. The contractor has poured the concrete for the proposed patio. Work is ongoing.

44 Willow Pond Circle Field Change:

The Board is in receipt of a request for a field change for 44 Willow Pond Circle. This is to address the drainage channel while proposing to mitigate the ponding of water throughout this channel during high intensity storm events. Damien Dmitruk, the developer's engineer, participated by Zoom and represented the developer. They would like an additional 60 days to complete this work. The developer is in the process of hiring a contractor to complete the work.

Resident Tim Choate was present at the meeting and communicated that this issue has been going on for seven years, causing his property to flood. He referenced the decision and is concerned that it is not being followed. In addition, the hours of work have not been complied with. Mr. Choate was informed that the process for enforcement is with the Building Department.

Members of the Board questioned why this has not been addressed sooner. The Board would like the applicant to provide a detailed plan for the work to be done over the next 10 to 30 days. The Board does not want to provide an extension for mitigation. This needs to be in place immediately. A permanent and also a temporary plan should be provided.

Stormwater Management and Land Disturbance Bylaw potential amendments and related proposed regulations:

Ms. Saint Andre informed the Board that the provided draft amendments to the Stormwater Management and Land Disturbance Bylaw were prepared by staff. Consultant Tetra Tech reviewed the regulations and provided comments. There were revisions of the wording for waivers which will now be consistent with the site plan regulations. The Conservation Commission has not voted on this bylaw. There will also be performance standards. There was a question about enforcement. There will be a third-party engineer who will review the systems and provide recommendations on enforcement issues. The reports for the stormwater should be provided to Bridget and Stephanie. The Board would like it communicated to the Conservation Commission that they informally approve the documents as presented.

Rules and Regulations OSRD:

The Board is in receipt of the Rules and Regulations for OSRD. There were no further questions.

On a motion made by Sarah Raposa, seconded by Tim Harris, the Board voted by roll call (4-0) to approve the OSRD Rules and Regulations as presented.

Roll Call Vote:

Sarah Raposa	aye
Tim Harris	aye
John Parlee	aye
Andy Rodenhiser	aye

Discuss potential warrant articles:

The Board was provided with the revised warrant articles. The town meeting will be November 13, 2023. The Board's public hearing will be on October 3, 2023. The document was reviewed by Town Counsel, who had a few recommended changes to the housekeeping and central business district. The recommended revisions will be included in the final version for the warrant.

Zoning Board of Appeals- 31 Summer Hill:

The Board is in receipt of an application for 31 Summer Hill Road. Upon review of the application, the Board does not have any questions.

Medway Commons Field Change:

The Board is in receipt of a request for a minor field change for Medway Commons relating to the pavement markings near the Starbucks drive thru. The building commission reviewed and found this request is an insubstantial modification.

On a motion made by Sarah Raposa, seconded by John Parlee, the Board voted by roll call (4-0) to approve the minor field change as presented.

Roll Call Vote:

Sarah Raposa	aye
Tim Harris	aye

John Parlee aye
Andy Rodenhiser aye

NEXT MEETING:

- **October 3, 2023**

ADJOURN:

On a motion made by John Parlee, seconded by Tim Harris, the Board voted by roll call (4-0) to adjourn the meeting at 9:00 p.m.

Roll Call Vote:

Sarah Raposa aye
Tim Harris aye
John Parlee aye
Andy Rodenhiser aye

Respectfully Submitted,

Amy Sutherland
Recording Secretary

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

List of Documents Reviewed at this Meeting

1. Town Meeting Article: Proposed amendments to Central Business Zoning District
2. Construction Plan for Chiptotle and Starbucks showing field change