

Tuesday July 24, 2018
Medway Planning and Economic Development Board
155 Village Street
Medway, MA 02053

Members	Andy Rodenhiser	Bob Tucker	Tom Gay	Matt Hayes	Rich Di Iulio
Attendance	X	Absent with Notice	X	X	X

ALSO PRESENT:

- Amy Sutherland, Recording Secretary
- Susy Affleck-Childs, Planning and Economic Development Coordinator

The Chairman opened the meeting at 7:00 pm.

There were no Citizen Comments.

Consultant Bouley was contacted by telephone and participated remotely.

O'BRIEN AND SON SITE PLAN – Project Completion

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

- Request for Certificate of Site Plan Completion June 27ed July 11, 2018 on first As-Built, 2018.
- As-Built plan dated July 10, 2018 by Meridian Associates and revised July 19, 2018.
- Email to Tetra Tech on 7-19 for review.
- Tetra Tech review comments dated July 11, 2018 on first as-built plan.
- Tetra Tech review comments dated July 20, 2018 on revised as-built plan.
- Tetra Tech Inspection report/punch list dated 7-9-18.
- Mark Beaudry letter dated 7-19-18.
- SAC Email dated 7-18-18 to Erin O'Brien.
- Draft – Certificate of Site Plan Completion
- Project accounting spreadsheets.

The Board is in receipt of a letter from project engineer Mark Beaudry of Meridian Associates indicating that the site has been completed in compliance with the approved plans. The as-built plan was provided.

The Board was provided the project status sheet; all requirements have been met.

The applicant provided a check to the Town to cover the remaining balance of the construction services account.

On a motion made by Matt Hayes and seconded by Rich Di Iulio, the Board voted unanimously to affirm project completion for O'Brien and Sons Site Plan for 17 Trotter Drive.

SPERONI ACRES SUBDIVISION

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

- Inspection report, punch list and photos from Tetra Tech dated June 27, 2018
- Tetra Tech Bond Estimate dated June 27, 2018
- SAC Memo dated July 19, 2018 to DPS Director Dave D'Amico

The Board discussed the next steps regarding the Speroni Acres Subdivision. Consultant Bouley indicated that the only major issue is the stormwater basins. They have never been maintained. The asphalt area will need to be repaved. It was suggested that DPS and Consultant Bouley check on the ADA issue. The punch list was reviewed. The Board discussed that there is an insurance bond for this project which is valued at \$237,800. The Board may consider filing a claim with the insurance company. It was recommended that a letter be sent to developer Owen Sullivan indicating the punch list items needing attention with dates for task completion. The Board wants to check with legal counsel if the Town can recover the costs expended for Tetra Tech's inspection and easement preparation services.

Public Comments:

Jane Harris – 9 Little Tree Road

Ms. Harris wanted to know the steps for street acceptance and what will happen if the Town does not want to accept the street. She would like a copy of the reports.

It was explained that the goal is to get the road accepted and there has been money allocated within the estimate to do the work. The resident will be provided with the referenced reports from Tetra Tech.

Consultant Bouley will be working on the new easement documents for drainage and a street acceptance plan. This will be provided mid-August. If a surveyor is needed, one will be hired but that was not included in the cost estimate for the original scope of work.

APPLEGATE FARM SUBDIVISION:

Chairman Rodenhiser stepped away from the table at 7:33 pm.

Member Gay took over running the meeting.

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

- March 7, 2018 Tetra Tech updated inspection report
- Draft Agreement on Applegate, received 7-23-18

The Board was made aware that there was a meeting with Barbara Saint Andre, Susy Affleck Childs and John Shea of Needham Bank. The purpose of the meeting was to discuss the status of Applegate. It was indicated that Mr. Costello still owns Applegate Road and the drainage parcel. Both will need to be conveyed to the town. The bank is ready to provide a check in the amount of \$290,969.00 to the Town to complete the work. However, the bank has indicated that they want to make this right for the community and is willing to undertake the necessary work up to the bond amount reserve.

The Board reviewed a summary of terms affecting the Applegate Road tripartite agreement. The goal is to get this road accepted by the Town. This was written by Mr. Shea at bank and discussed with Mr. Costello. Mr. Costello will need to provide the deeds and easements to

convey the road and easements to the Town. The Board is in agreement that there will not be any bond reduction during the process.

This will be further reviewed by Town Counsel. Susy Affleck-Childs will modify the draft agreement based on her and Barbara Saint Andre's comments and then forward to Town Counsel.

Chairman Rodenhiser wanted it disclosed that he has no interest in this financially although his brother, Bill, will be doing the site work for the Bank.

The Chairman rejoined the meeting at 7:44 pm and resumed chairing.

THE HAVEN SUBDIVISION:

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

- Request for a Certificate of Subdivision Completion and bond refund dated July 18, 2018.
- As-Built subdivision plan prepared by Land Planning Inc. dated June 18, 2018.
- Tetra Tech review of as-built plan June 25, 2018.
- Approved Bond Estimate dated December 11, 2017.
- Project Accounting Spreadsheet.

The Board was made aware that the developer for The Haven has requested that the project be considered complete and that the Board refund the bond.

The as-built plans have been submitted and reviewed. Tetra Tech has reviewed the punch list items and all have been resolved.

The Conservation Commission will consider issuing a Certificate of Compliance at its next meeting which is scheduled for July 26, 2018.

On a motion made by Rich Di Iulio, and seconded by Matt Hayes, the Board voted unanimously to sign the Certificate of Subdivision Completion for The Haven subdivision and authorize a full refund of the performance security funds including interest.

CONVERTING TECHNICAL SERVICES SITE PLAN:

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

- Estimate dated July 18, 2018 from Tetra Tech.

The estimate is in the amount of \$9,245.00.

On a motion made by Rich Di Iulio, and seconded by Matt Hayes, the Board voted unanimously to accept the Tetra Tech estimate for inspection services for the Converting Technical Services project in the amount of \$9,245.00.

The appeal period for this project concludes July 31, 2018.

CONSTRUCTION REPORTS:

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

- Tetra Tech's Applegate Erosion Control Inspection Report #5 – July 12, 2018.
- Exelon Monthly Report from Beals and Thomas – July 9, 2018.
- Tetra Tech's Medway Green Inspection Report #1 – June 12, 2018.
- Tetra Tech's Medway Green Inspection Report #2 – July 12, 2018.

Consultant Bouley indicated that there was an inspection at Medway Greens on July 12, 2018. The contractor has installed the temporary fence around the site. The foundations are in the process of being completed. The water main has been tapped. The Main Street units will be framed.

Exelon is in the process of providing the installation of grade material for the access drive along the west side.

MERRIMACK BUILDING SUPPLY (modification):

The Board is in receipt of the Sheets C-4 Grading and Utilities which shows the planned changes. **(See Attached)**

The Board agreed to accept the modification of the Merrimack Building Supply site plan for 20 Trotter Drive. The members will sign modified Sheet C-4 at the conclusion of the meeting.

EDC APPOINTMENTS:

The Board is in receipt of a memo from Susy Affleck-Childs regarding the appointments to the Economic Development Committee. **(See Attached)** The terms of Keith Peden, Paul Yorkis, and Scott Habeeb have concluded. Mr. Habeeb no longer wishes to serve on this Committee. Mr. Peden and Yorkis would like to serve another two-year term.

On a motion made by Rich Di Iulio, and seconded by Matt Hayes, the Board voted unanimously to appoint Keith Peden and Paul Yorkis to the Economic Development Committee through June 30, 2020.

MEETING MINUTES:

June 26, 2018:

On a motion made by Rich Di Iulio, and seconded by Matt Hayes, the Board voted unanimously to accept the minutes from the June 26, 2018 PEDB Meeting.

GLEN BROOK APARTMENTS - COMPREHENSIVE PERMIT:

The Board was informed that MetroWest Development Collaborative has submitted a proposed modification to the comprehensive permit to the Zoning Board of Appeals.

The project was originally approved for 48 affordable family apartment in 6 buildings on 3.2 acres with 76 parking spaces and a tot lot. MetroWest is acquiring two additional properties (31 and 37 West Street) and wishes to add 44 affordable elderly apartments for a total of 92 units, including 4 ADA accessible units, in 6 buildings on 5.8 acres with 150 parking spaces, indoor and outdoor community space and a tot lot. This new plans offers a great diversity of housing.

The Board will send a letter in support of the proposed modification to the Zoning Board of Appeals.

OTHER BUSINESS:

- Medway Community Church will be filing its site plan application shortly. It will be placed on the next meeting agenda (August 14th).
- There are advocates working on codes for tiny houses.
- **SWAP Representative:**
On a motion made by Matt Hayes and seconded by Tom Gay, the Board voted unanimously to recommend to the Board of Selectmen that it appoint Rich Di Iulio as the SWAP representative.
- **Open Space and Recreation Plan:**
The Board was informed that the Open Space and Recreation Plan has a 30 day review period. A variety of Boards and Departments are sending letters of support.
On a motion made by Tom Gay and seconded by Rich Di Iulio, the Board voted unanimously to have a letter written in support of the Open Space and Recreation Plan.

FUTURE PEDB MEETING:

- Tuesday, August 14, 2018.

The Board was reminded of the Oak Grove Zoning Workshop to be held on Wednesday, August 8 and encouraged to attend.

ADJOURN:

On a motion made by Rich Di Iulio and seconded by Matt Hayes, the Board voted unanimously to adjourn the meeting.

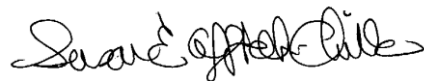
The meeting was adjourned at 8:31 pm.

Prepared by,

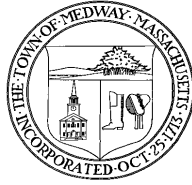


Amy Sutherland
Recording Secretary

Reviewed and edited by,



Susan E. Affleck-Childs
Planning and Economic Development Coordinator



July 24, 2018
Medway Planning & Economic Development Board
Meeting

O'Brien & Sons Site Plan – 17 Trotter DR
Project Completion

- Request for Certificate of Site Plan Completion, dated June 27, 2018 from Mark Beaudry, PE, Meridian Assoc.
- As-built plan dated July 10, 2018 by Meridian Assoc., REVISED July 19, 2018. NOTE – Emailed to Tetra Tech on 7-19 for review.
- Tetra Tech review comments dated July 11, 2018 on first as-built plan
- Tetra Tech review comments dated July 20, 2018 on REVISED as-built plan
- Tetra Tech inspection report/punch list dated 7-9-18
- Mark Beaudry, PE Meridian Associates letter dated 7-19-18 with status report on completion of punch list items.
- SAC email dated 7-18-18 to Erin O'Brien re: taxes owed the Town of Medway
- DRAFT – Certificate of Site Plan Completion
- Project accounting spreadsheets (Plan Review and Construction Observation)



June 27, 2018

Mr. Andy Rodenhiser, Chairman
Medway Planning & Economic Development Board (PEDB)
155 Village Street
Medway, Massachusetts 02053

Re: Bottle Cap Lot, LLC (O'Brien & Sons Corporate Office)
17 Trotter Drive, Medway, Massachusetts
MAI Project No. 8477
DEP # 216-0901

Dear Mr. Rodenhiser and Members of the Board:

On behalf of the Applicant, Bottle Cap Lot, LLC, Meridian Associates, Inc. (MAI) certifies that the site, as constructed, is in compliance with the approved plans for the project entitled "O'Brien & Sons Corporate Office" as revised and amended on November 3, 2017.

This certification is subject to the completion and review of an as-built plan to be submitted to the PEDB showing post-construction conditions and in accordance with condition K.2(b) of the Major Site Plan Review and Groundwater Protection District Special Permit Decision for the project site.

We request that you engage your consultant to perform a site inspection and provide any punch list items to be discussed at your next available meeting on July 10th so a bond estimate can be approved if necessary. The owner would like to obtain their Certificate of Site Plan Completion at the following meeting on July 24th if possible.

Sincerely,

MERIDIAN ASSOCIATES, INC.

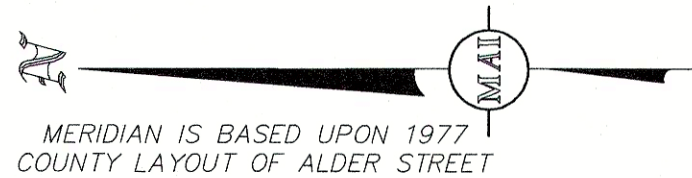
Mark E. Beaudry, PE
Senior Associate

Copy: Rubicon Builders
Gorman Richardson Lewis Architects
Bottle Cap Lot, LLC

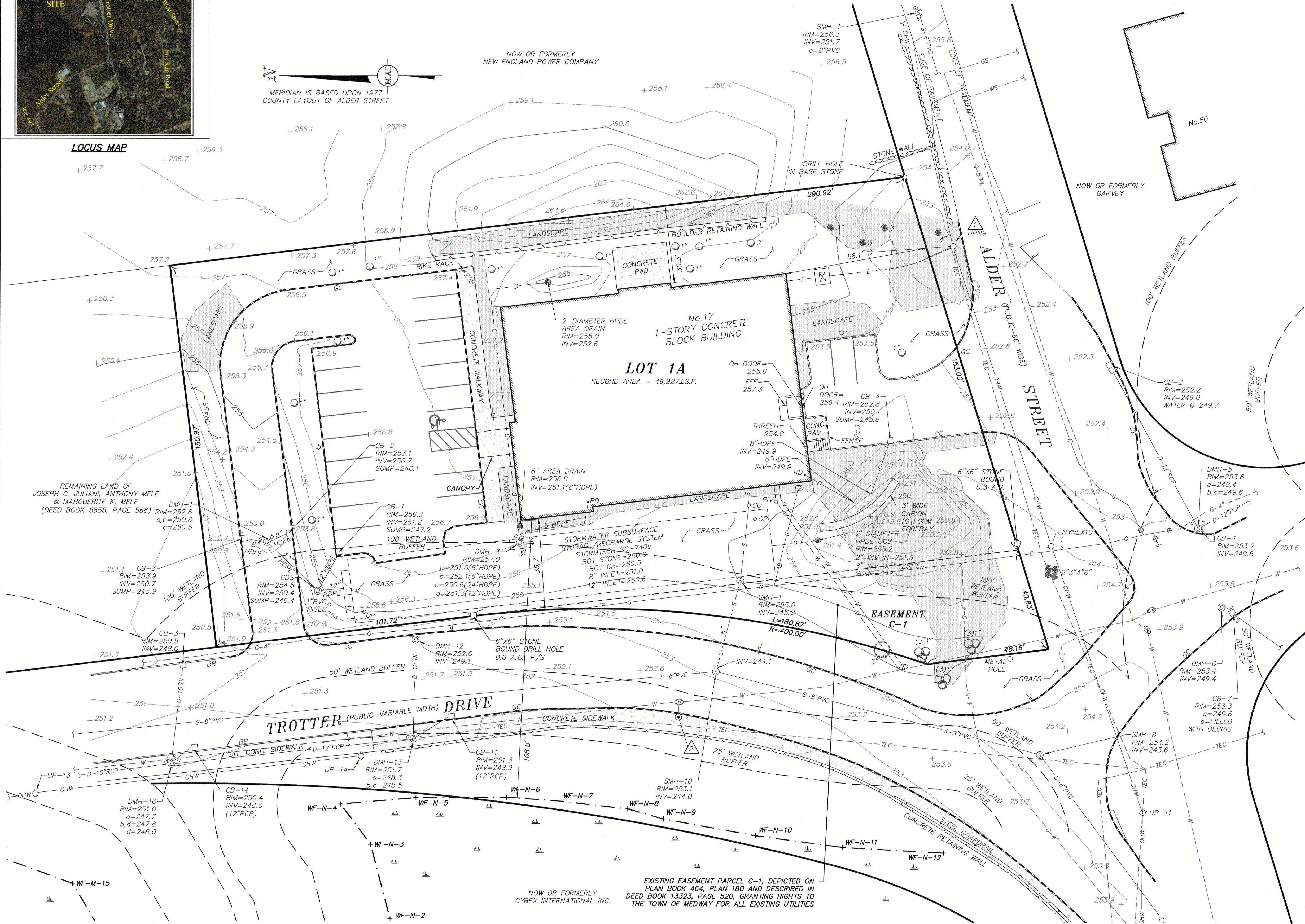
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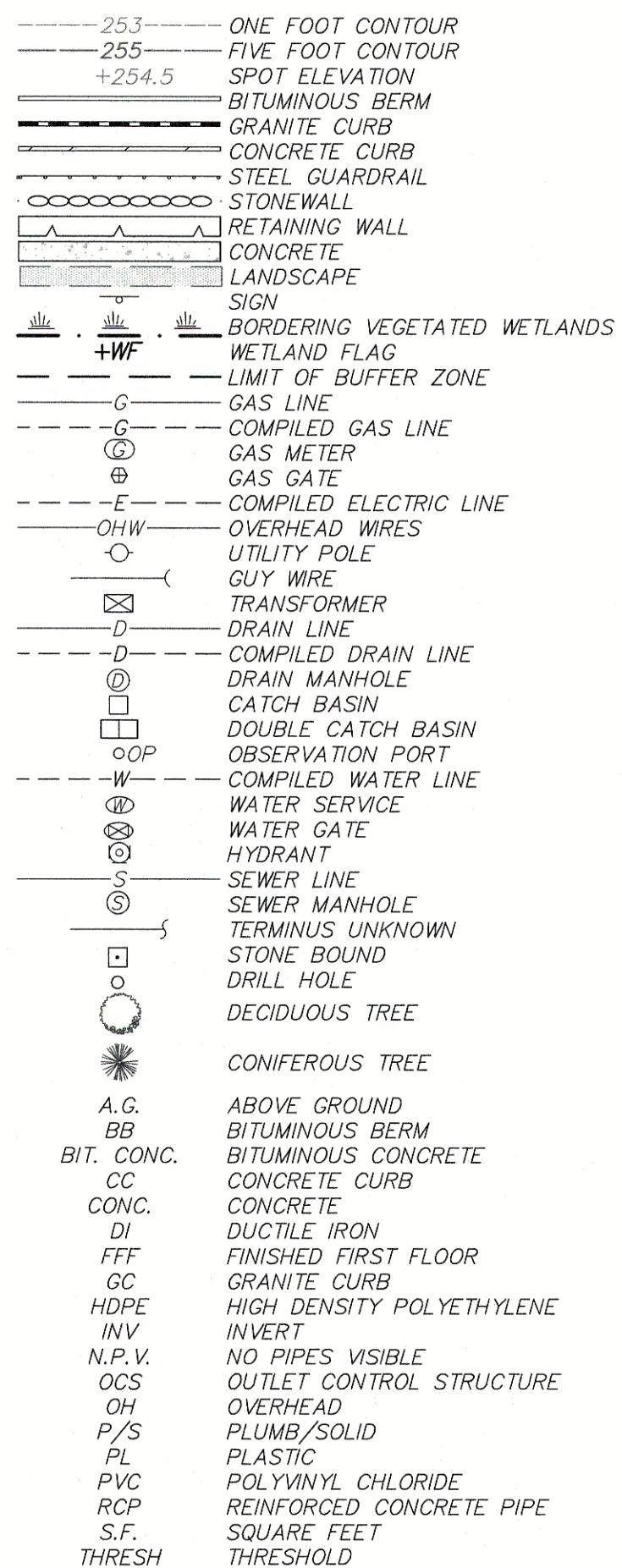
LOCUS MAP



NOW OR FORMERLY
NEW ENGLAND POWER COMPANY



LEGEND:



TEMPORARY BENCHMARK CHART:

T.B.M.#	DESCRIPTION	ELEVATION
1	CUT SPIKE IN UTILITY POLE 9, 1.0' A.G.	254.04
2	X-CUT FRONT CAP BOLT HYDRANT 2.0' A.G.	254.86

(SEE NOTE 7)

NOTES:

- THE TOPOGRAPHY, SITE DETAIL & SURFACE IMPROVEMENTS DEPICTED HEREON WERE OBTAINED FROM AN INSTRUMENT SURVEY CONDUCTED ON THE GROUND BY MERIDIAN ASSOCIATES, INC. ON JULY 5 & 19, 2018 & BETWEEN FEBRUARY 17 & 24, 2017.
- THE SUBJECT PREMISES IS LOCATED IN THE INDUSTRIAL III (I-II) ZONING DISTRICT AND THE GROUNDWATER PROTECTION DISTRICT.
- THE SUBJECT PREMISES IS DEPICTED AS A PORTION OF LOT 4 ON TOWN OF MEDWAY ASSESSOR'S MAP 54. LOT 1 DEPICTED HEREON WAS DERIVED FROM A PLAN OF LAND SUBMITTED TO THE TOWN OF MEDWAY PLANNING BOARD, REFERENCED ABOVE, ENDORSED ON FEBRUARY 28, 2017.
- THE LOCATION OF ALL UNDERGROUND UTILITIES SHOWN ARE APPROXIMATE AND ARE BASED UPON A PARTIAL FIELD SURVEY AND COMPILATION OF PLANS OF RECORD. MERIDIAN ASSOCIATES, INC. DOES NOT WARRANT OR GUARANTEE THE LOCATION OF ALL UTILITIES DEPICTED OR NOT DEPICTED. THE CONTRACTOR, PRIOR TO COMMENCEMENT OF CONSTRUCTION, SHALL VERIFY THE LOCATION OF ALL UTILITIES AND CONTACT DIG SAFE AT 1-888-344-7233.
- THIS PLAN DOES NOT SHOW ANY UNRECORDED OR UNWRITTEN EASEMENTS WHICH MAY EXIST. A REASONABLE AND DILIGENT ATTEMPT HAS BEEN MADE TO OBSERVE ANY APPARENT, VISIBLE USES OF THE LAND; HOWEVER, THIS DOES NOT CONSTITUTE A GUARANTEE THAT NO SUCH EASEMENTS EXIST.
- THE SUBJECT PREMISES IS LOCATED IN FLOOD ZONE X (UNSHADED), AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN; PER FEMA FLOOD INSURANCE RATE MAP NUMBER 25021C0138E DATED JULY 17, 2012.
- THE ELEVATIONS DEPICTED HEREON WERE BASED ON THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD 88), DERIVED FROM GPS OBSERVATIONS.
- PROPERTY LINES DEPICTED HEREON ARE BASED ON COMPILED DEEDS AND PLANS OF RECORD. THIS PLAN IS NOT TO BE USED FOR THE RECONSTRUCTION OF BOUNDARY LINES OR FOR TITLE INSURANCE PURPOSES. ALL BOUNDARY LINES DEPICTED ARE APPROXIMATE ONLY. MAI DID NOT PERFORM A BOUNDARY RETRACEMENT SURVEY.
- THE WETLAND FLAGS DEPICTED HEREON WERE DELINEATED BY MERIDIAN ASSOCIATES, INC. ON FEBRUARY 7, 2017.

RECORD OWNER:

BOTTLE CAP LOT LLC
- DEED BOOK 35444, PAGE 570

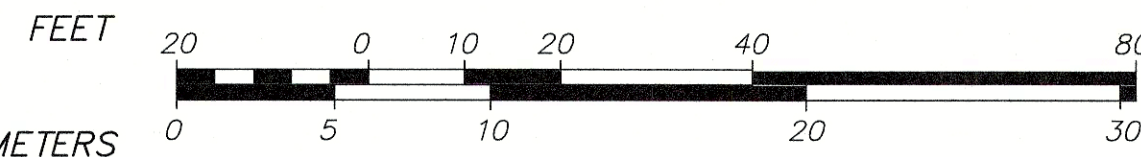
REFERENCES:

- PLAN BOOK 657, PLAN 10
- PLAN BOOK 464, PLAN 180 (B)
- DECLARATION OF ABANDONMENT OF PORTION OF EASEMENT (ALDER STREET)

ALL UNDERGROUND UTILITY DATA REPRESENTS RECORD INFORMATION RECOVERED THROUGH RESEARCH WITHOUT SURFACE DEMARCATION NOR SUBSURFACE VERIFICATION.

GRAPHIC SCALE

SCALE: 1"=20'



17 TROTTER DRIVE

RECORD CONDITIONS PLAN OF LAND
LOCATED IN
MEDWAY, MASSACHUSETTS
(NORFOLK COUNTY)

PREPARED FOR
BOTTLE CAP LOT LLC
SCALE: 1"= 20' DATE: JULY 10, 2018

MERIDIAN ASSOCIATES

500 CUMMINGS CENTER, SUITE 5950
BEVERLY, MASSACHUSETTS 01915
TELEPHONE: (978) 299-0447
WWW.MERIDIANASSOC.COM

SHEET No. 1 OF 1

PROJECT No. 8477

I CERTIFY THAT THIS PLAN SHOWS THE ACTUAL AS-BUILT LOCATIONS, ELEVATIONS, DRAINAGE FACILITIES, AND UTILITIES BASED UPON A FIELD SURVEY PERFORMED ON JULY 5 & 19, 2018.

FOR MERIDIAN ASSOCIATES, INC. 7/19/18 DATE

REVISIONS

NO.	DATE	DESCRIPTION	BY	CHK'D
1	7/19/18	TOWN COMMENT/PUNCH LIST	DG	MEB

DWG. No. 8477_AS-BUILT
BK. #615, PG. #53

Susan Affleck-Childs

From: Bouley, Steven <Steven.Bouley@tetrattech.com>
Sent: Wednesday, July 11, 2018 2:14 PM
To: Susan Affleck-Childs; Drew Garvin
Cc: Mark Beaudry
Subject: RE: O'Brien & Sons - Request for Cert. of Site Plan Completion

Hi Susy,

We reviewed the plans against Chapter 100 Section 6.7 as the site plan regulations have no provision for as-built submission/review.

We have the following comments:

1. Plan is drawn at 1"=20', not the required 1"=40'. However, plan scale is sufficient to show the site. (Ch. 100 §6.7.3)
2. Plan is not stamped by a professional land surveyor. (Ch. 100 §6.7.3)
3. No locus map shown. (Ch. 100 §6.7.4.d)
4. Plan is not stamped by a professional land surveyor nor is the certifying statement included. (Ch. 100 §6.7.4.l)
5. Inverts are not shown on all structures particularly the catch basins and the yard drains. Consistent information should be provided for all structures (sumps are shown for a few catch basins but not others). (Ch. 100 §6.7.4.n)
6. Outlet control structure does not show any information for the proposed 2" orifice. Outlet pipe invert information and sump elevation should also be provided. (Ch. 100 §6.7.4.n)

Please let me know if you need anything else, thanks.

Steve

Steven M. Bouley, P.E. | Senior Project Engineer
Direct: 508.786.2382 | Main: 508.786.2200 | Fax: 508.786.2201
steven.bouley@tetrattech.com

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From: Susan Affleck-Childs [mailto:sachilds@townofmedway.org]
Sent: Tuesday, July 10, 2018 2:59 PM
To: Drew Garvin <dgarvin@meridianassoc.com>
Cc: Bouley, Steven <Steven.Bouley@tetrattech.com>; Reardon, Sean <sean.reardon@tetrattech.com>; Mark Beaudry <mbeaudry@meridianassoc.com>
Subject: RE: O'Brien & Sons - Request for Cert. of Site Plan Completion

Thanks very much.

I will ask Steve B to review and get back to you with any needed revisions, etc. and that a final as-built plan can be provided to the Board at the July24th meeting.

What are the plans for completing the punch list items included in Steve's report? Can Mark address those tonight.

Susy

Susan E. Affleck-Childs
Planning and Economic Development Coordinator

Town of Medway
155 Village Street
Medway, MA 02053
508-533-3291
sachilds@townofmedway.org

Town of Medway – *A Massachusetts Green Community*

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From: Drew Garvin [<mailto:dgarvin@meridianassoc.com>]
Sent: Tuesday, July 10, 2018 2:51 PM
To: Susan Affleck-Childs
Cc: Bouley, Steven; sean.reardon@tetrattech.com; Mark Beaudry
Subject: RE: O'Brien & Sons - Request for Cert. of Site Plan Completion

Hi Susy,
I have attached a copy of our as-built plan for this project (Tetrattech cc'd) for your consideration. Mark plans to attend the meeting tonight to discuss bonding and close out.
Let us know if you require anything else from us before then.
Thanks,
Drew

Drew Garvin | *EIT/ Senior Project Engineer*

Meridian Associates, Inc.
69 Milk Street, Suite 302, Westborough, MA 01581
Phone (508) 871-7030 x34 | Cell (978) 394-2376
www.meridianassoc.com | dgarvin@meridianassoc.com
100% Employee Owned

From: Mark Beaudry
Sent: Monday, July 09, 2018 5:34 PM
To: Bouley, Steven <Steven.Bouley@tetrattech.com>; Susan Affleck-Childs <sachilds@townofmedway.org>; Reardon, Sean <sean.reardon@tetrattech.com>
Cc: Drew Garvin <dgarvin@meridianassoc.com>
Subject: RE: O'Brien & Sons - Request for Cert. of Site Plan Completion

Thanks for the punch list items Steve. I think that it is reasonable and fair with the exception of your inclusion of the monument sign in the bonding estimate. This is not an item that is required by the Town / regulations and is more for

the benefit and convenience of the O'Briens. If it was not installed, I do not see that it would really matter to the town. Other than the as-builts, which *are* required, it is the most expensive item on the list. I respectfully suggest that it be removed from the list for the bonding total.

Mark



Mark E. Beaudry, PE, VP
Meridian Associates, Inc.

69 Milk Street, Suite 302, Westborough, MA 01581
Direct (508) 449-0784 Cell (978) 804-9036
www.meridianassoc.com / mbeaudry@meridianassoc.com
An ESOP Company

From: Bouley, Steven <Steven.Bouley@tetrattech.com>

Sent: Monday, July 09, 2018 3:27 PM

To: Susan Affleck-Childs <sachilds@townofmedway.org>; Reardon, Sean <sean.reardon@tetrattech.com>; Mark Beaudry <mbeaudry@meridianassoc.com>

Cc: Drew Garvin <dgarvin@meridianassoc.com>

Subject: RE: O'Brien & Sons - Request for Cert. of Site Plan Completion

All,

Please see attached Punch List-Bond Estimate. Please let me know if you need anything else, thanks.

Steve

Steven M. Bouley, P.E. | Senior Project Engineer

Direct: 508.786.2382 | Main: 508.786.2200 | Fax: 508.786.2201
steven.bouley@tetrattech.com

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

Sent: Thursday, July 05, 2018 9:09 AM

To: Reardon, Sean <sean.reardon@tetrattech.com>; Mark Beaudry <mbeaudry@meridianassoc.com>

Cc: Bouley, Steven <Steven.Bouley@tetrattech.com>; Drew Garvin <dgarvin@meridianassoc.com>

Subject: RE: O'Brien & Sons - Request for Cert. of Site Plan Completion

Hi all,

I have placed this topic on the agenda for discussion at next Tuesday's PEDB meeting just in case a bond estimate needs to be approved by the PEDB..

Cheers.

Susy

Susan E. Affleck-Childs
Planning and Economic Development Coordinator

Town of Medway
155 Village Street

Medway, MA 02053
508-533-3291
sachilds@townofmedway.org

Town of Medway – *A Massachusetts Green Community*

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From: Reardon, Sean [<mailto:sean.reardon@tetrattech.com>]
Sent: Thursday, July 05, 2018 9:06 AM
To: Mark Beaudry
Cc: Susan Affleck-Childs; Bouley, Steven
Subject: RE: O'Brien & Sons - Request for Cert. of Site Plan Completion

Mark, Steve should have a punch list for you early next week.

Sean

Sean P. Reardon, P.E. | Vice President
Direct: 508.786.2230 | Main: 508.786.2200 | Fax: 508.786.2201
sean.reardon@tetrattech.com

Tetra Tech, Inc. | Water, Environment and Infrastructure
Marlborough Technology Park | 100 Nickerson Road | Marlborough, MA 01752 www.tetrattech.com

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From: Mark Beaudry [<mailto:mbeaudry@meridianassoc.com>]
Sent: Tuesday, July 03, 2018 11:25 AM
To: Reardon, Sean <sean.reardon@tetrattech.com>
Cc: Susan Affleck-Childs <sachilds@townofmedway.org>; Bouley, Steven <Steven.Bouley@tetrattech.com>
Subject: RE: O'Brien & Sons - Request for Cert. of Site Plan Completion

Thanks Sean.

Mark

From: Reardon, Sean <sean.reardon@tetrattech.com>
Sent: Tuesday, July 03, 2018 11:23 AM
To: Mark Beaudry <mbeaudry@meridianassoc.com>
Cc: Susan Affleck-Childs <sachilds@townofmedway.org>; Bouley, Steven <Steven.Bouley@tetrattech.com>
Subject: RE: O'Brien & Sons - Request for Cert. of Site Plan Completion

Not sure. Let me check.

Copying Steve in case he checks messages.

Sean

Sean P. Reardon, P.E. | Vice President
Direct: 508.786.2230 | Main: 508.786.2200 | Fax: 508.786.2201
sean.reardon@tetrattech.com

Tetra Tech, Inc. | Water, Environment and Infrastructure
Marlborough Technology Park | 100 Nickerson Road | Marlborough, MA 01752 www.tetrattech.com

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From: Mark Beaudry [<mailto:mbeaudry@meridianassoc.com>]
Sent: Tuesday, July 03, 2018 11:07 AM
To: Reardon, Sean <sean.reardon@tetrattech.com>
Cc: Susan Affleck-Childs <sachilds@townofmedway.org>
Subject: FW: O'Brien & Sons - Request for Cert. of Site Plan Completion

Hi Sean: I received a reply on my message to him that Steve is out this week. Do you know if Steve got out to the O'Brien & Sons site to complete his inspection? And if so, did any "punch list" items result?

Mark

From: Mark Beaudry
Sent: Tuesday, July 03, 2018 11:02 AM
To: 'Bouley, Steven' <Steven.Bouley@tetrattech.com>
Cc: Susan Affleck-Childs <sachilds@townofmedway.org>; Drew Garvin <dgarvin@meridianassoc.com>
Subject: RE: O'Brien & Sons - Request for Cert. of Site Plan Completion

Hi Steve: Did you end up getting to the site to complete your inspection? If so, any "punch list" items result?

Mark



Mark E. Beaudry, PE, VP
Meridian Associates, Inc.
69 Milk Street, Suite 302, Westborough, MA 01581
Direct (508) 449-0784 Cell (978) 804-9036
[www.meridianassoc.com / mbeaudry@meridianassoc.com](http://www.meridianassoc.com/mbeaudry@meridianassoc.com)
An ESOP Company

From: Bouley, Steven <Steven.Bouley@tetrattech.com>
Sent: Thursday, June 28, 2018 10:17 AM
To: Drew Garvin <dgarvin@meridianassoc.com>
Cc: Susan Affleck-Childs <sachilds@townofmedway.org>; Mark Beaudry <mbeaudry@meridianassoc.com>
Subject: Re: O'Brien & Sons - Request for Cert. of Site Plan Completion

Raining too hard today going to try again tomorrow morning.

One note, just drove by the site and the catch basins on Trotter are backed up causing flooding. Please clean the silt sacks.

Sent from my iPhone

On Jun 27, 2018, at 2:05 PM, Drew Garvin <dgarvin@meridianassoc.com> wrote:

Yes, thanks Steve.

Anything you can do to help move this along is appreciated.

From: Bouley, Steven [<mailto:Steven.Bouley@tetrattech.com>]

Sent: Wednesday, June 27, 2018 1:01 PM

To: Drew Garvin <dgarvin@meridianassoc.com>; Susan Affleck-Childs <sachilds@townofmedway.org>

Cc: Mark Beaudry <mbeaudry@meridianassoc.com>

Subject: RE: O'Brien & Sons - Request for Cert. of Site Plan Completion

I will try to head out tomorrow to complete the inspection as much of our office will be on vacation next week.

Steven M. Bouley, P.E. | Senior Project Engineer

Direct: 508.786.2382 | Main: 508.786.2200 | Fax: 508.786.2201

steven.bouley@tetrattech.com

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From: Drew Garvin [<mailto:dgarvin@meridianassoc.com>]

Sent: Wednesday, June 27, 2018 12:54 PM

To: Susan Affleck-Childs <sachilds@townofmedway.org>

Cc: Bouley, Steven <Steven.Bouley@tetrattech.com>; Mark Beaudry <mbeaudry@meridianassoc.com>

Subject: O'Brien & Sons - Request for Cert. of Site Plan Completion

Hi Susy,

Letter attached requesting the Certificate of Site Plan Completion per our discussion.

I will also call Steve (cc'd) directly to begin the site inspection process.

We will forward the As-built Plan to all when completed (week of 7/9).

Please let me know if you need anything else from us going forward.

Thanks,

Drew

Drew Garvin | EIT/ Senior Project Engineer

Meridian Associates, Inc.

69 Milk Street, Suite 302, Westborough, MA 01581

Phone (508) 871-7030 x34 | Fax (978) 872-1157

www.meridianassoc.com | dgarvin@meridianassoc.com

100% Employee Owned

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

Sent: Wednesday, June 27, 2018 12:37 PM

To: Drew Garvin <dgarvin@meridianassoc.com>

Subject: FW: O'Brien & Sons

Hi Drew,

See emails below. Please have somebody contact Steve by Thursday this week. He will be on vacation after that and not available to do the inspection but he can arrange for someone else within TT to do so.

Susy

Susan E. Affleck-Childs
Planning and Economic Development Coordinator

Town of Medway
155 Village Street
Medway, MA 02053
508-533-3291
sachilds@townofmedway.org

Town of Medway – *A Massachusetts Green Community*

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From: Bouley, Steven [<mailto:Steven.Bouley@tetrattech.com>]
Sent: Wednesday, June 27, 2018 12:08 PM
To: Susan Affleck-Childs
Cc: Bridget Graziano; Andy Rodenhiser ; Barbara Saint Andre
Subject: RE: O'Brien & Sons

Hi,

I am out Friday and all next week. I will have to get someone else in the office to do this.

Steve

Steven M. Bouley, P.E. | Senior Project Engineer
Direct: 508.786.2382 | Main: 508.786.2200 | Fax: 508.786.2201
steven.bouley@tetrattech.com

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From: Susan Affleck-Childs [<mailto:sachilds@townofmedway.org>]
Sent: Wednesday, June 27, 2018 11:55 AM
To: Bouley, Steven <Steven.Bouley@tetrattech.com>
Cc: Bridget Graziano <bgraziano@townofmedway.org>; Andy Rodenhiser <andy@rodenhiser.com>; Barbara Saint Andre <bsaintandre@townofmedway.org>
Subject: O'Brien & Sons

Hi,

Just spoke with Drew Garvin at Meridian Associates. O'Brien and Sons is moving toward project completion. You will receive a call from them requesting a site inspection. Please do so at your earliest convenience, prepare an inspection report, punch list, and bond estimate if needed for the Board to review at its July 10th meeting.

The as-built plan is being prepared now. Meridian expects to submit it around July 11th. So, I will need you to review that as well once it is received.

The overall goal is for the Board to consider project completion at its July 24th meeting and if all is in order, to issue a Certificate of Site Plan Completion.

Susy

Susan E. Affleck-Childs
Planning and Economic Development Coordinator

Town of Medway
155 Village Street
Medway, MA 02053
508-533-3291
sachilds@townofmedway.org

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Susan Affleck-Childs

From: Bouley, Steven <Steven.Bouley@tetrattech.com>
Sent: Friday, July 20, 2018 9:01 AM
To: Susan Affleck-Childs; Drew Garvin
Cc: Mark Beaudry
Subject: RE: O'Brien & Sons - Request for Cert. of Site Plan Completion

Hi Susy,

We reviewed the revised as-built dated July 10, 2018, revised July 19, 2018 and all items have been addressed. Please let us know if you need anything else, thanks.

Steve

Steven M. Bouley, P.E. | Senior Project Engineer
Direct: 508.786.2382 | Main: 508.786.2200 | Fax: 508.786.2201
steven.bouley@tetrattech.com

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From: Bouley, Steven
Sent: Wednesday, July 11, 2018 2:14 PM
To: 'Susan Affleck-Childs' <sachilds@townofmedway.org>; Drew Garvin <dgarvin@meridianassoc.com>
Cc: Mark Beaudry <mbeaudry@meridianassoc.com>
Subject: RE: O'Brien & Sons - Request for Cert. of Site Plan Completion

Hi Susy,

We reviewed the plans against Chapter 100 Section 6.7 as the site plan regulations have no provision for as-built submission/review.

We have the following comments:

1. Plan is drawn at 1"=20', not the required 1"=40'. However, plan scale is sufficient to show the site. (Ch. 100 §6.7.3)
2. Plan is not stamped by a professional land surveyor. (Ch. 100 §6.7.3)
3. No locus map shown. (Ch. 100 §6.7.4.d)
4. Plan is not stamped by a professional land surveyor nor is the certifying statement included. (Ch. 100 §6.7.4.l)
5. Inverts are not shown on all structures particularly the catch basins and the yard drains. Consistent information should be provided for all structures (sumps are shown for a few catch basins but not others). (Ch. 100 §6.7.4.n)
6. Outlet control structure does not show any information for the proposed 2" orifice. Outlet pipe invert information and sump elevation should also be provided. (Ch. 100 §6.7.4.n)

Please let me know if you need anything else, thanks.

Steve

Steven M. Bouley, P.E. | Senior Project Engineer
Direct: 508.786.2382 | Main: 508.786.2200 | Fax: 508.786.2201

To: Susan Affleck-Childs – Medway Planning and Economic Development Board Coordinator

Cc:

From: Steven M. Bouley, P.E. – Tetra Tech 

Date: July 9, 2018

Subject: O'Brien & Sons Punch List

On July 9, 2018 at the request of the Medway Planning and Economic Development Board (PEDB), Tetra Tech (TT) conducted a punch list inspection of the O'Brien & Sons Corporate Office site plan project in Medway, MA. The site was inspected and a punch list and bond estimate generated of outstanding items which have not yet been completed or are deficient in quality.

The inspection was conducted using the following documents:

- A plan (Plans) set titled "O'Brien & Sons Corporate Office", dated May 23, 2017, revised November 3, 2017, prepared by Meridian Associates, Inc. (MAI).
- A Special Permit Decision titled "Major Site Plan Review and Groundwater Protection District Special Permit Decision, O'Brien & Sons – 17 Trotter Drive, Approved with Waiver and Conditions" dated August 8, 2017.

Punch List

1. The applicant has not installed the proposed monument sign at the northerly driveway entrance to the site. (Photo 1)
2. Catch basin hoods have not been installed in catch basins.
3. Area Drain #2 (AD-2) shall be set to grade and a frame and grate installed. (Photo 2)
4. It does not appear inspection ports have been installed within the footprint of the subsurface stormwater storage/recharge system. Inspection ports are essential to ensuring proper inspection/maintenance of the system and are standard practice for this type of BMP.
5. Silt sacks should be removed upon receiving appropriate approvals from Medway Conservation Commission.
6. Temporary electric panel located adjacent to the at-grade detention basin should be removed prior to project completion. (Photo 3)
7. The site does not appear to have dedicated sprinkler system for irrigation of landscape plantings and lawn as the lawn was being watered by moveable sprinklers. (Photo 4)
8. The applicant has not submitted an as-built for review.

These comments are offered as guides for use during the Town's review. If you have any questions or comments, please feel free to contact us at (508) 786-2200.

Photo 1

Proposed monument sign
not installed



Photo 2

Area Drain #2 (AD-2) not
at grade, no frame and
grate installed



Photo 3

Remove temporary electric
pane



Photo 4

It does not appear
dedicated irrigation system
has been installed





July 19, 2018

Mr. Andy Rodenhiser, Chairman
Medway Planning & Economic Development Board (PEDB)
155 Village Street
Medway, Massachusetts 02053

Re: Request for Certification of Site Plan Completion
Bottle Cap Lot, LLC (O'Brien & Sons Corporate Office)
17 Trotter Drive, Medway, Massachusetts
MAI Project No. 8477

Dear Mr. Rodenhiser and Members of the Board:

On behalf of the Applicant, Bottle Cap Lot, LLC, Meridian Associates, Inc. (MAI) is pleased to submit the revised Record Conditions Plan (As-built) for the project entitled "O'Brien & Sons Corporate Office" as revised on July 19, 2018.

This as-built and certification shows the post-construction conditions and is submitted in accordance with condition K.2(b) of the Major Site Plan Review and Groundwater Protection District Special Permit Decision for the project site.

In addition to this as-built, the contractor has completed the Punch List items as requested in the Memo from Tetrattech dated July 9, 2018 with the exception of the following (item numbers per said Memo):

1. Monument Sign – The footing for the sign has been installed and the sign is scheduled to be installed at the end of July, 2018.
5. The silt sacks will be removed upon permission from the Conservation Commission.
7. A dedicated sprinkler was not included as part of this project (or approvals). However, the owner is in the process of having a sprinkler system designed.

We request that the bond be eliminated as all the outstanding items have been addressed. Please let us know if you have any questions or require anything else to obtain the Certificate of Site Plan Completion at your next meeting on July 24, 2018.

Sincerely,
MERIDIAN ASSOCIATES, INC.

Mark E. Beaudry, PE, VP
Copy: Rubicon Builders
Gorman Richardson Lewis Architects
Bottle Cap Lot, LLC

8477LT07

Susan Affleck-Childs

From: Susan Affleck-Childs
Sent: Wednesday, July 18, 2018 3:15 PM
To: Erin O'Brien
Subject: 17 Trotter Drive - Project Completion

Importance: High

Hi Erin,

In preparing for any project completion, I always check with the Treasurer/Collector's office on the status of taxes paid on the subject property.

It appears that some taxes are owed on 17 Trotter Drive – \$1,010.37 from last year and \$3,109.55 for this year.

Please take care of this immediately so the Board can issue a sign-off next week.

Thanks.

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





TOWN OF MEDWAY
Planning and Economic Development Board
155 Village Street
Medway, Massachusetts 02053

*Andy Rodenhiser, Chairman
Robert K. Tucker, Vice-Chairman
Thomas A. Gay, Clerk
Matthew J. Hayes, P.E.
Richard Di Iulio*

DRAFT – July 20, 2018

O'Brien & Sons Site Plan Project
17 Trotter Drive

**Certificate of SITE PLAN Completion
and Final Release of Performance Guarantee**

On June 27, 2018, the Medway Planning and Economic Development Board received a request from Mark Beaudry, PE, Meridian Associates on behalf of Medway Bottle Cap Lot LLC for a Certificate of Site Plan Completion for the following development project:

Title of Plan: *O'Brien & Sons Corporate Office*

Project Location: 17 Trotter Drive

Assessor's Map/Parcel Number: 54-004-0001

Drawn by: Meridian Associates, Westborough, MA

Date of Site Plan Decision: August 8, 2017

Date of Plan: May 23, 2017, last revised September 1, 2017

Date of Site Plan Endorsement: October 10, 2017

Applicant's Name: Bottle Cap Lot, LLC

Applicant's Address: 93 West Street, Medfield, MA 02052

Project Description: The project includes construction of a 10,531 sq. ft., one story building for offices, storage space used primarily for product literature, and related office functions for M.E. O'Brien & Sons. Also included are 22 parking spaces, landscaping, lighting, utilities, sewer/water connections, and installation of stormwater management facilities. Vehicular access will be provided from both Trotter Drive and Alder Street.

Telephone: 508-533-3291

Fax: 508-321-4987

Email: planningboard@townofmedway.org

Project Status

- ____ Occupancy permit issued by Inspector of Buildings: 30 day temporary occupancy permit issued 7/12/18
- X Applicant's Project Engineer's Certification of Completion & Compliance for site plan work and/or stormwater management facilities – 6-27-18
- ____ DPS Inspection/sign-off – NA
- X Town Engineer's Inspection – Punch List 7-9-18
- ____ Town Engineer's Project Sign-off - _____
- ____ Acceptance of required public off-site improvements by BOS and/or DPS – NA
- ____ Acceptance of required private off-site improvements by PEDB – NA
- ____ CONCOM Certificate of Compliance, if applicable: Scheduled for Consideration at the 7-26-18 ConCom meeting
- X As-Built Plan submitted – July 10, 2018; revised plan submitted on July 19, 2018
- ____ As-Built Plan reviewed and accepted by Town's engineer: _____
- ____ Treasurer's Certification of Taxes Paid – _____
- ____ Recording of Alder Street cul-de-sac abandonment document - _____
- ____ Plan Review Account Status: Applicant owes \$105.58
- ____ Construction Account Status: Current balance = \$196.94. This is not enough to cover expected TT invoice for services since 7/7/18.
- ____ Other: _____

Planning & Economic Development Board Certification

The above noted site plan project for O'Brien & Sons at 17 Trotter Drive has been fully and satisfactorily completed in accordance with the requirements of the Planning Board's *Site Plan Rules and Regulations* applicable to this project, the application submitted for approval of this development, the Site Plan Decision and all conditions of approval, the endorsed Site Plan, all conditions subsequent to approval of the site plan due to any amendment, modification, or revision of the Site Plan or Decision, all of the provisions set forth in any performance guarantee and any amendments thereto and the following additional documents (if any):

(hereinafter "approval instruments").

All existing methods for securing the construction of approved site plan work are hereby released. Specify details of security.

NOT APPLICABLE

Planning and Economic Development Board Members

Member

Date

Member

Date

Member

Date

Member

Date

Member

Date

[illegible]

[illegible]



July 24, 2018

**Medway Planning & Economic Development Board
Meeting**

Speroni Acres Subdivision

- Inspection report, punch list and photos from Tetra Tech dated June 27, 2018
- Tetra Tech Bond Estimate dated June 27, 2018
- SAC memo dated July 19, 2018 to DPS Director Dave D'Amico asking for any items to add to punch list and bond estimate.

I would ask the Board to discuss next steps on this subdivision such as meeting with developer Owen Sullivan to discuss the punch list and establish a deadline by which the work has to be completed. Otherwise, the Board will proceed with the steps necessary to file a claim with the insurance company. Note – Bond amount is \$237,800; it was established in 1999.

To: Susan Affleck-Childs – Medway Planning and Economic Development Board Coordinator

Cc:

From: Steven M. Bouley, P.E. – Tetra Tech 

Date: June 27, 2018

Subject: Speroni Acres Punch List

On May 31, 2018 at the request of the Medway Planning and Economic Development Board (PEDB), Tetra Tech (TT) conducted a punch list inspection of the Speroni Acres private subdivision in Medway, MA. The site was inspected and a punch list and bond estimate generated of outstanding items which have not yet been completed or are deficient in quality.

The inspection was conducted using the following documents:

- A plan (Plans) set titled "Definitive Subdivision Plan, Speroni Acres", dated September 16, 1997, revised December 17, 1997, PEDB endorsement March 31, 1998, prepared by C.E.C. Land Surveyors Inc. (CEC).
- A Certificate of Approval (COA) Decision dated January 13, 1998. This COA references plans dated October 3, 1997, revision dated January 6, 1998 which is inconsistent with the above-mentioned set of plans provided for the inspection.

Punch List

1. All three detention ponds are overgrown and require maintenance. (Photos 1-4)
2. TT was unable to locate all bounds within the subdivision. However, many were found and are assumed to be installed.
3. The existing asphalt is in decent condition based on its age. However, cracks are beginning to form throughout the subdivision on Little Tree/Rustic Road. We recommend the roadway be crack sealed to prevent further degradation. (Photos 5-8)
4. Several areas of the existing pavement/sidewalk are beginning to spall and will rapidly degrade in the next few years. We recommend these areas be repaired full depth to prevent further degradation of the pavement structure. (Photos 9-12)
5. Existing street name signage does not meet the town standard. We recommend the signs be replaced with standard Medway street name signage at the direction of Medway Department of Public Services. (Photos 13-14)
6. A spray-painted basketball court is located on the Rustic Road adjacent to the house on Lot 12. (Photos 15-16)
7. We recommend the entire drainage system be cleaned prior to roadway acceptance.

These comments are offered as guides for use during the Town's review. If you have any questions or comments, please feel free to contact us at (508) 786-2200.

P:\21583\143-21583-18003 (SPERONI ACRES SUB-DIV REVIEW)\CONSTRUCTION\PUNCH LIST\MEMO_SPERONI ACRES PUNCH LIST_2018-06-27.DOC

Photo 1

Detention ponds overgrown



Photo 2

Detention ponds overgrown



Photo 3

Detention ponds overgrown



Photo 4

Detention ponds overgrown



Photo 5

Surface cracking throughout
Subdivision roadways
Requires crack sealing



Photo 6

Surface cracking throughout
Subdivision roadways
Requires crack sealing



Photo 7

Surface cracking throughout
Subdivision roadways
Requires crack sealing



Photo 8

Surface cracking throughout
Subdivision roadways
Requires crack sealing



Photo 9
Pavement cracking and
Delaminating on Little Tree
Road cul-de-sac



Photo 10
Sidewalk settlement on
Little Tree Road



Photo 11
Pavement Spalling on Little
Tree Road



Photo 12
Pavement Spalling on Little
Tree Road



Photo 13
Non-standard Medway
street name signage.



Photo 14
Non-standard Medway
street name signage



Photo 15
Spray-painted basketball
court on Rustic Road



Photo 16
Spray-Painted basketball
court on Rustic Road



**TETRA TECH**

**Bond Estimate
Speroni Acres
Medway, Massachusetts
June 27, 2018**

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

DESCRIPTION	QUANTITY	UNIT	UNIT COST ¹	ENGINEERS ESTIMATE
Maintain Detention Ponds (3)	3	EA	\$6,000.00	\$18,000
Crack Sealing	1	LS	\$5,000.00	\$5,000
Pavement Repair	70	TON	\$108.00	\$7,560
Street Name Signage	2	EA	\$500.00	\$1,000
Clean Drainage System	1	LS	\$8,000.00	\$8,000
Legal Services	1	LS	\$3,000.00	\$3,000
Subtotal				\$42,560
25% Contingency				\$10,640
Total				\$53,200

Notes:

¹Unit 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 6/2017 - 6/2018. Quantities which are too small for accurate representation using the weighted bid pricing were estimated based on industry construction experience.

Susan Affleck-Childs

From: Susan Affleck-Childs
Sent: Thursday, July 19, 2018 2:52 PM
To: David Damico
Cc: Steve Bouley ; Barbara Saint Andre; Andy Rodenhiser
Subject: FW: Speroni Acres Punch List/Bond Estimate
Attachments: Memo_Speroni Acres Punch List_2018-06-27.pdf; Bond Estimate_01_Speroni Acres_2018-06-27.pdf

Hi Dave,

We recently had Tetra Tech go out to Little Tree and Rustic Roads to do an inspection, punch list and bond estimate. See attached.

The Board will discuss at its next meeting on July 24th.

Steve Bouley asked that I forward the document to you to see if DPS has any concerns you want to add to the discussion and bond estimate.

You may recollect that there is an insurance bond for this project valued at \$237,800. It goes back to 1999.

I do not expect any cooperation from developer Owen Sullivan, so this may end up in your lap to finish the noted items if/when the PEDB proceeds with a bond seizure.

Please let me know. Thanks.

Susy

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

From: Bouley, Steven [mailto:Steven.Bouley@tetrattech.com]
Sent: Wednesday, June 27, 2018 4:36 PM
To: Susan Affleck-Childs
Subject: Speroni Acres Punch List/Bond Estimate

Hi Susy,

Please see attached Punch List and Bond Estimate. The site has held up pretty well so not a whole lot needs to be done out there, the basins do need to be cleared and maintained as they are completely overgrown. However, please have DPS visit the site to check the pavement and the drain structures to determine if they are happy with the quality, I did not check the manholes since they usually inspect those to their standards. Please let me know if you need anything else, thanks.

Steve

Steven M. Bouley, P.E. | Senior Project Engineer

Direct: 508.786.2382 | Main: 508.786.2200 | Fax: 508.786.2201

steven.bouley@tetrattech.com

Tetra Tech, Inc. | United States Infrastructure (USI) Division

Marlborough Technology Park | 100 Nickerson Road, Suite 200 | Marlborough, MA 01752 www.tetrattech.com

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July 24, 2018

**Medway Planning & Economic Development Board
Meeting**

Applegate Subdivision

UPDATED

- March 7, 2018 Tetra Tech updated inspection report, punch list and bond estimate for \$419,521
- **DRAFT agreement on Applegate, received 7-23-18**

On July 18th, Barbara Saint Andre and I met with John Shea of Needham Bank to discuss Applegate. It was a good meeting. Developer Ralph Costello is essentially out of the picture though he still owns Applegate Road and the drainage parcel both of which he will ultimately have to convey to the Town.

Mr. Shea indicated that instead of the Bank simply writing a check to the Town for \$290,969, the amount of the performance security, it is willing to undertake the remaining subdivision construction work outlined in the TT bond estimate of \$419,521 dated 3/7/18, up to \$290,969, including the sidewalk work on the north side of Coffee Street from Ellis Street west to Holliston Street. Needham Bank is not prepared to provide the additional \$128,552 in performance security as specified in the letter we sent to Mr. Costello and Mr. Shea on 4/30/18.

Attached is a DRAFT amendment to the performance security tri-party agreement from Mr. Shea outlining the above noted actions.

**TETRA TECH**

**Bond Estimate
Applegate Farm
Medway, Massachusetts
March 7, 2018**

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

DESCRIPTION	QUANTITY	UNIT	UNIT COST	ENGINEERS ESTIMATE
Applegate Development				
Mobilization	1	LS	\$8,000.00	\$8,000
Crack Filling (allowance)	1,500	FT	\$0.53	\$795
HMA Top Course-Roadway	442	TON	\$100.00	\$44,200
HMA Top Course-Sidewalk	72	TON	\$100.00	\$7,200
Repair Damaged Sidewalk Binder	1	LS	\$3,000.00	\$3,000
Vertical Granite Curbing	275	FT	\$50.00	\$13,750
Cape Cod Berm (R & R)	500	FT	\$12.00	\$6,000
Adjust Castings	32	EA	\$380.00	\$12,160
Catch Basin Hoods	12	EA	\$360.00	\$4,320
Rehandled Topsoil	683	CY	\$27.00	\$18,441
Seed	2,050	SY	\$2.00	\$4,100
Street Trees	84	EA	\$650.00	\$54,600
Drainage Basin Landscaping	26	EA	\$400.00	\$10,400
Tree Pruning ²	1	LS	\$12,300.00	\$12,300
Extend Stone Walls ²	152	LF	\$100.00	\$15,200
Line Striping	1	LS	\$500.00	\$500
Repair Electrical Box	1	LS	\$1,500.00	\$1,500
Clean Drainage System	1	LS	\$6,000.00	\$6,000
Bounds	34	EA	\$450.00	\$15,300
Remove Erosion Controls	1	LS	\$3,000.00	\$3,000
2 Year Snow Plowing	1,747	LF/YR	\$2.50	\$8,735
2 Year Road Maintenance	1,747	LF/YR	\$2.00	\$6,988
2 Year Drainage Maintenance	1,747	LF/YR	\$2.00	\$6,988
As-Built Plans	1,747	LF	\$5.00	\$8,735
Engineering Services ³	1	LS	\$5,000.00	\$5,000
Legal Services	1	LS	\$3,000.00	\$3,000
Applegate Development Subtotal				\$280,212
Coffee Street Sidewalk (Off-Site)				
Mobilization	1	LS	\$5,000.00	\$5,000
Erosion Controls	1	LS	\$1,500.00	\$1,500
Sawcutting	900	FT	\$3.00	\$2,700
Tree Removal (allowance) ⁴	2	EA	\$1,800.00	\$3,600
Excavation	180	CY	\$30.00	\$5,400
Gravel Borrow	140	CY	\$35.00	\$4,900
HC Ramp	20	SY	\$99.00	\$1,980
Drainage	1	LS	\$4,000.00	\$4,000
HMA Binder Course	68	TON	\$115.00	\$7,820
Type 3 Bituminous Curb	575	FT	\$11.00	\$6,325
HMA Top Course	45	TON	\$100.00	\$4,500
Sign/Mailbox Relocation	1	LS	\$1,000.00	\$1,000
Rehandled Topsoil	20	CY	\$27.00	\$540
Seed	70	SY	\$2.00	\$140
Remove Erosion Controls	1	LS	\$1,000.00	\$1,000
As-Built Plans	700	LF	\$5.00	\$3,500
Legal Services	1	LS	\$1,500.00	\$1,500
Coffee Street Sidewalk Subtotal				\$55,405
Project Subtotal (Applegate + Coffee Street)				\$335,617
25% Contingency				\$83,904
Total				\$419,521

Notes:

¹ Unit prices taken from the latest information provided by MassDOT. They utilize the MassDOT weighted bid prices (Combined - All Districts) for the time period 3/2017 - 3/2018.

² Unit pricing for this item is per the amount as listed in Scenic Road Work Permit and Sheet Supplemental A in the approved Plans.

³ Unit pricing for this item is for engineering services associated with as-builts of houses and impervious cover on private lots to confirm if these areas match the stormwater analysis for the site.

⁴ Unit pricing for this item is an allowance for expected removal of trees as a result of construction of the proposed sidewalk along Coffee Street. It appears portions of the sidewalk may be located within the root zone or close to tree trunks.

To: Susan Affleck-Childs – Medway Planning and Economic Development Board Coordinator

Cc:

From: Steven M. Bouley, P.E. – Tetra Tech 

Date: March 7, 2018

Subject: Applegate Farm Punch List

On February 27, 2018 at the request of the Medway Planning and Economic Development Board (PEDB), Tetra Tech (TT) and Medway Department of Public Services (Barry Smith) conducted a punch list inspection of the Applegate Farm site in Medway, MA. Medway Conservation Commission Agent (Bridget Graziano) conducted a separate inspection and provided comments which have been included in this memo. The site was inspected and a punch list generated of outstanding items which have not yet been completed by the Applicant or items that are deficient in quality. A photo log has been attached to this document, particular photos are referenced at the end of each item below.

The inspection was conducted using the following documents:

- A plan (Plans) set titled "Amended Definitive Subdivision Plan, Applegate Farm, Twelve Lot Single Family Residential Subdivision, Medway, Massachusetts", dated February 20, 2013, latest revision April 28, 2014, prepared by GLM Engineering Consultants, Inc.(GLM).
- A PEDB Certificate of Action titled "Certificate of Action Amendment to Applegate Farm Definitive Subdivision Plan" dated January 14, 2014.
- A Scenic Road Work Permit dated June 8, 2006 and modified November 11, 2011.

Punch List (Missing Items)

1. The contractor has not installed any portion of the proposed off-site Coffee Street sidewalk as shown on Sheet 19 of the Plans. We have included an allowance for removal of two trees due to proximity of proposed sidewalk to root systems. These items are reflected in the attached bond estimate. (Photo #1-#4)
2. Bituminous concrete top course has not been installed on roadway and adjacent sidewalk.
3. Granite curb radii at both ends of Applegate Road have not been installed. (Photo #5-#6)
4. Castings will require adjustment prior to top course paving.
5. It does not appear the contractor has installed hoods in catch basin structures as shown on "Catch Basin Detail" detail on Sheet 16 of the Plans.
6. Street Trees have not been installed along the roadway.
7. Detention basin landscaping has not been installed. (Photo #7-#8)

8. Tree pruning along Coffee and Ellis Street as stated in the Scenic Road Work Permit does not appear to have been conducted.
9. Stone walls at both entrances and driveway openings require “arcing end caps” as stated in the Scenic Road Work Permit and as shown on Sheet Supplemental A of the approved modified plans.
10. Final stop line and word “STOP” is required after top course paving is completed.
11. Bounds could not be located during the inspection and do not appear to have been installed.
12. Erosion controls should be removed upon completion of the Project and receipt of Final Certificate of Compliance from Medway Conservation Commission.

Punch List (Deficient Items)

13. We recommend crack sealing at all trenches across the development roadway to help mitigate expected reflective cracking in the top course once it is installed. We have assumed a length of 1,500 feet of crack sealing in the attached bond estimate. (Photo #9-#12)
14. Portions of sidewalk binder are breaking up and require repair. (Photo #13-#16)
15. Various sections of Cape Cod Berm throughout the project are damaged. Furthermore, driveway openings were not considered during original placement of cape cod berm which requires cutting/removal of berm to install driveways. We recommend cut edges of berm be cleanly transitioned to driveway grade during driveway installation. We have assumed a length of 500 feet of damaged berm that requires replacement in the attached bond estimate. (Photo #17-#20)
16. Lots 1-6 require loam and seed along the frontage of the properties.
17. Electrical box damaged and not anchored adjacent to Lot 9B. (Photo #21)
18. Detention basin rip-rap outlets require maintenance as woody vegetation, grass and leaves have collected. (Photo #22-#23)
19. Stormwater infrastructure requires cleaning prior to town acceptance particularly due to history with issues of erosion control at the site.
20. Base flow was observed entering the detention basin during the site inspection (dry weather day). The flow was tested and confirmed to have traces of chlorine which may suggest a water main leak in the area. TT and DPS personnel tracked the flow to DMH #12-4 as shown on Sheet Supplemental B. Flow was observed entering the structure through the barrel block walls. DPS is in the process of determining the cause of the issue and will remedy as soon as a solution is found. (Photo #24)
21. We recommend the applicant confirm that all roof runoff infiltration systems have been installed for each house within the development. Furthermore, as-built information of house footprints has been requested by the town to confirm if additional mitigation is required to meet the original stormwater analysis for the site. Several house lots appear to include additional impervious area not shown on the plan which may increase runoff at the site.

These comments are offered as guides for use during the Town's review. If you have any questions or comments, please feel free to contact us at (508) 786-2200.

P:\21583\143-21583-18007 (APPLEGATE FARM 2018)\CONSTRUCTION\PUNCH LIST\MEMO_APPLEGATE FARM PUNCH LIST_2018-03-07.DOC

Photo 1



Photo 2



Photo 3



Photo 4



Photo 5



Photo 6



Photo 7



Photo 8



Photo 9



Photo 10



Photo 11



Photo 12



Photo 13



Photo 14



Photo 15



Photo 16



Photo 17



Photo 18



Photo 19



Photo 20



Photo 21



Photo 22



Photo 23



Photo 24



Draft – July 23, 2018

John Shea – Needham Bank

Summary of terms affecting
Applegate Road tripartite agreement

1. All parties involved with this proposed agreement include the Town of Medway, Needham Bank, the Applegate Farm subdivision owning entities, and the Developer Ralph Costello
2. All parties will agree that the full scope of work, as called for in the approved subdivision plan, shall be performed to the extent that Needham Bank and the Developer are obligated to provide funds under the 2015 tripartite agreement between Needham Bank, the Developer and the Town (the “2015 Agreement”) which funds shall not exceed \$290,969 (the “Available Funds”).
3. The Town of Medway will accept the proposal from Needham Bank providing that Needham Bank will contract with a 3rd party general contractor, Bill Rodenhiser, to oversee and perform an agreed upon and approved scope of work in order to comply with the requirements of the approved subdivision plan (the “Scope of Work”).
4. All parties will agree to the specific Scope of Work and line item details/budget prior to any physical work being undertaken by the third party contractor.
5. Needham Bank shall receive “credit” towards its outstanding obligations under the 2015 Agreement for every dollar it advances towards the Scope of Work. Upon the earlier of the completion of the Scope of Work or the advance of all Available Funds by Needham Bank, Needham Bank shall be released from all liability under the 2015 Agreement.
6. Upon the earlier of completion of the Scope of Work or the advance of all Available Funds by Needham Bank, the Town of Medway will take over responsibility for (i) completion of the Scope of Work (if necessary) and (ii) acceptance of the roadway as a public way at Town meeting. The subdivision entity and Developer shall execute all required documents as needed.
7. Upon the earlier of completion of the Scope of Work or the advance of all Available Funds by Needham Bank and execution of all Town required documents, the Developer and his related entities shall be released from liability under the 2015 Agreement



July 24, 2018

**Medway Planning & Economic Development Board
Meeting**

The Haven Subdivision
Project Completion and Bond Refund

- Request for a Certificate of Subdivision Completion and bond refund from developer Ray Doiran, dated July 18, 2018
- As-built subdivision plan prepared by Land Planning Inc. dated June 18, 2018
- Tetra Tech review of as-built plan, dated July 18, 2018
- Tetra Tech punch list dated June 25, 2018
- Approved Bond Estimate dated December 11, 2017
- Project Accounting Spreadsheets

The developer of The Haven has requested that the Board determine that the subdivision is complete and authorize a refund of the bond funds (\$47,838).

The as-built plan has been submitted and found to be satisfactory. **A final project sign-off from Tetra Tech is forthcoming to affirm that the punch list items have been fully resolved.**

As of 7/19/18, the developer owed the Town \$105.87 in taxes for 1 Sorrento Lane. The developer will close on the sale of that lot on Friday 7/20/18, so the taxes will be paid out of the sale proceeds.

The \$4,746 payment in lieu of sidewalk construction on West Street has been made.

Receipts for final paving, street cleaning and cleaning of catch basins have been provided.

Parcel A, the 1,300, skinny parcel immediately north of the roadway, was conveyed to the abutting property owner on January 11, 2017.

The Conservation Commission will consider approving its Certificate of Compliance at its next meeting on 7/26/18.

Recommended Motion – I move that the PEDB sign the Certificate of Subdivision Completion for The Haven subdivision and authorize a full refund of the performance security funds including interest.

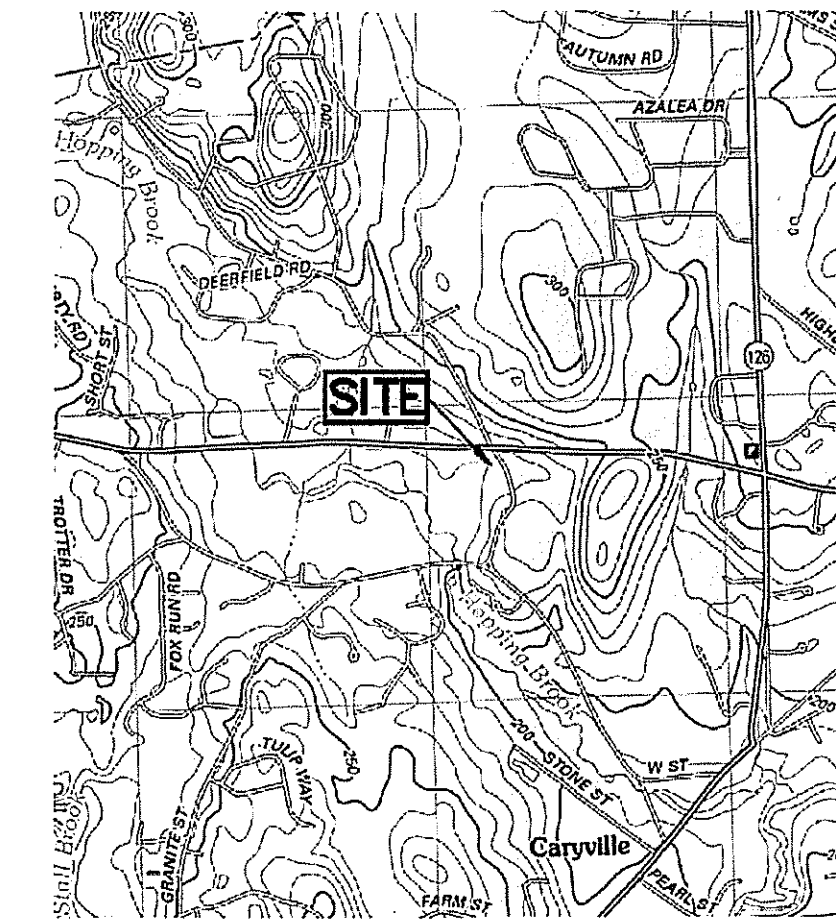
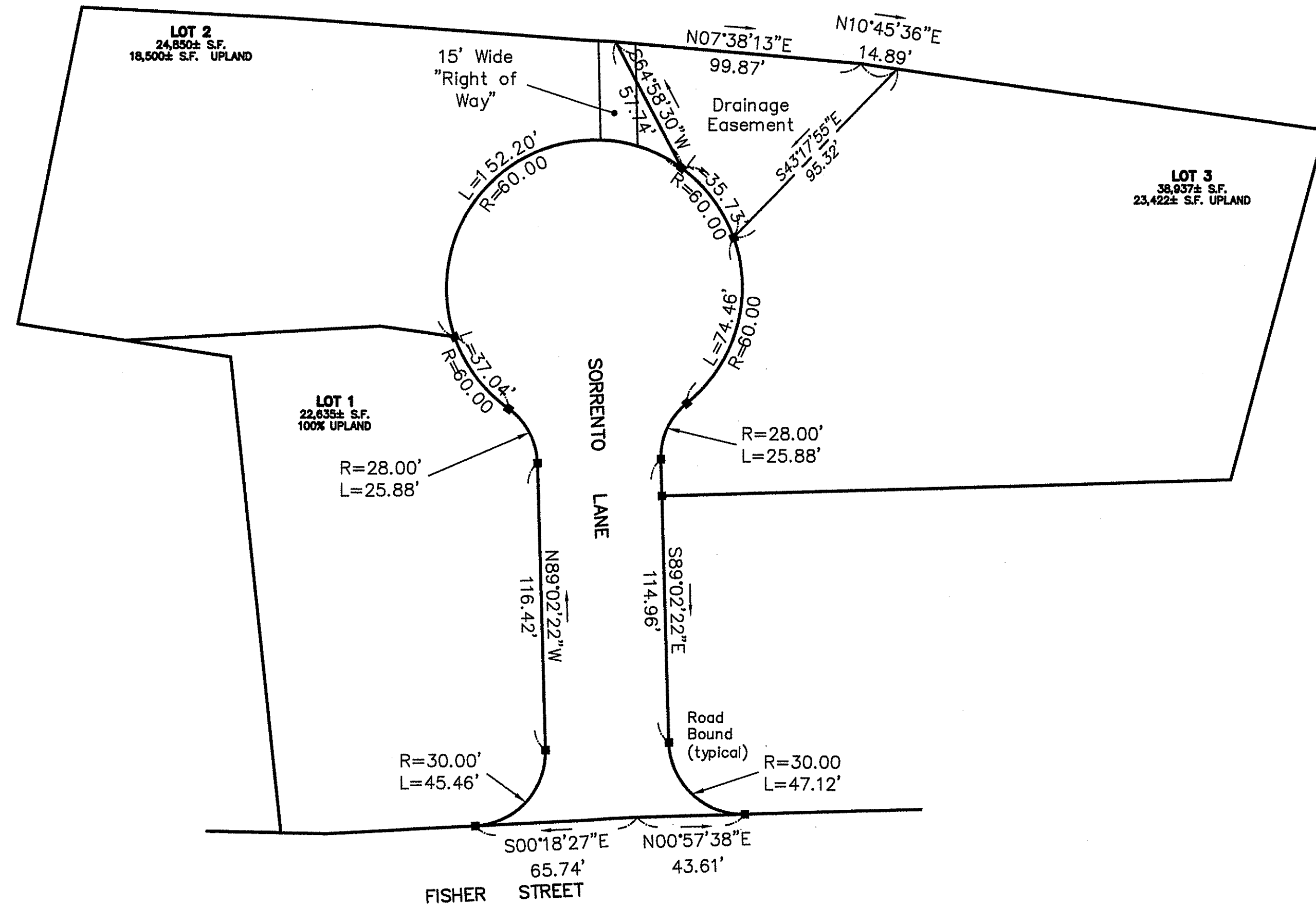
Susan Affleck-Childs

From: Ray Doiron <ray@mariascleaning.org>
Sent: Wednesday, July 18, 2018 2:08 PM
To: Susan Affleck-Childs
Cc: Keith Usher
Subject: Certificate of Completion

Good afternoon Susan,
Vineyard Point Ventures is requesting that the Planning and Economic Development vote to issue a Certificate of Subdivision Completion and a refund the performance security funds.
Thank you for your help,

Ray Doiron
Vice President
Vineyard Point Ventures
Office (508) 478-4871
Cell (508) 962-2114

- Legend**
- Catch Basin
 - Drain Manhole
 - Sewer Manhole
 - Contour Proposed
 - Spot Grade Proposed
 - Contour Existing
 - Spot Grade Existing
 - Utility Pole
 - Water Gate Valve
 - Hydrant
 - Road Bound Set (May 2018)
 - Drill Hole Found
 - Iron Pin Found
 - Proposed Bound
 - Soil Test Pit



VICINITY PLAN

The Haven
As-Built Plan
Located at
Sorrento Lane
Medway, MA
Prepared for
Vineyard Point
Ventures, Inc.
49 Cedar Street
Milford, MA 01757

I HEREBY CERTIFY THAT THIS PLAN SHOWS THE ACTUAL AS-BUILT LOCATIONS, PROFILES AND ELEVATIONS OF THE ROADWAYS, DRAINAGE FACILITIES AND UTILITIES, BASED UPON A FIELD SURVEY PERFORMED IN JUNE 2018.

WILLIAM D. HALSING P.L.S. #45274
DATE: 6/18/18
WILLIAM D. HALSING P.L.S. #45274
FOR LAND PLANNING, INC.

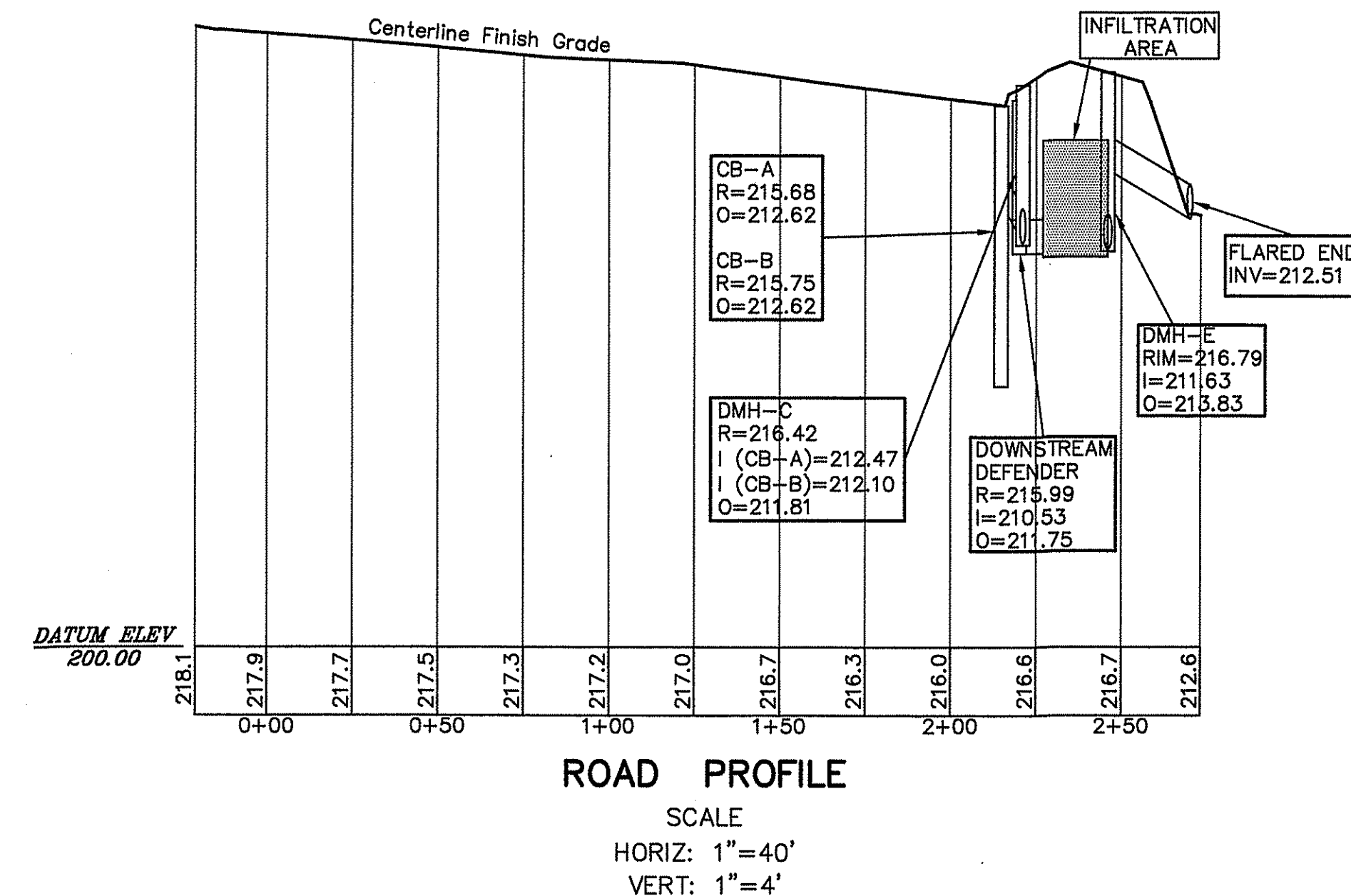
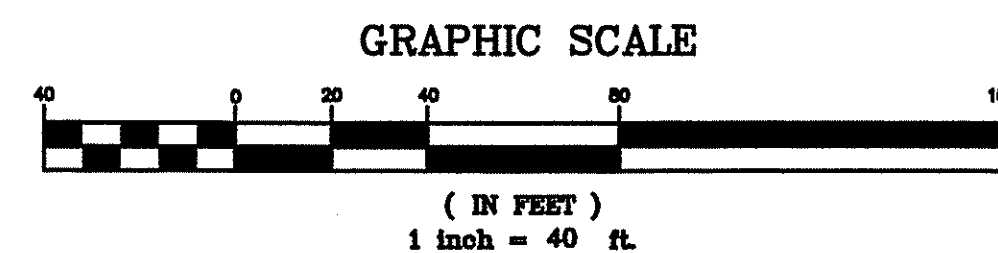
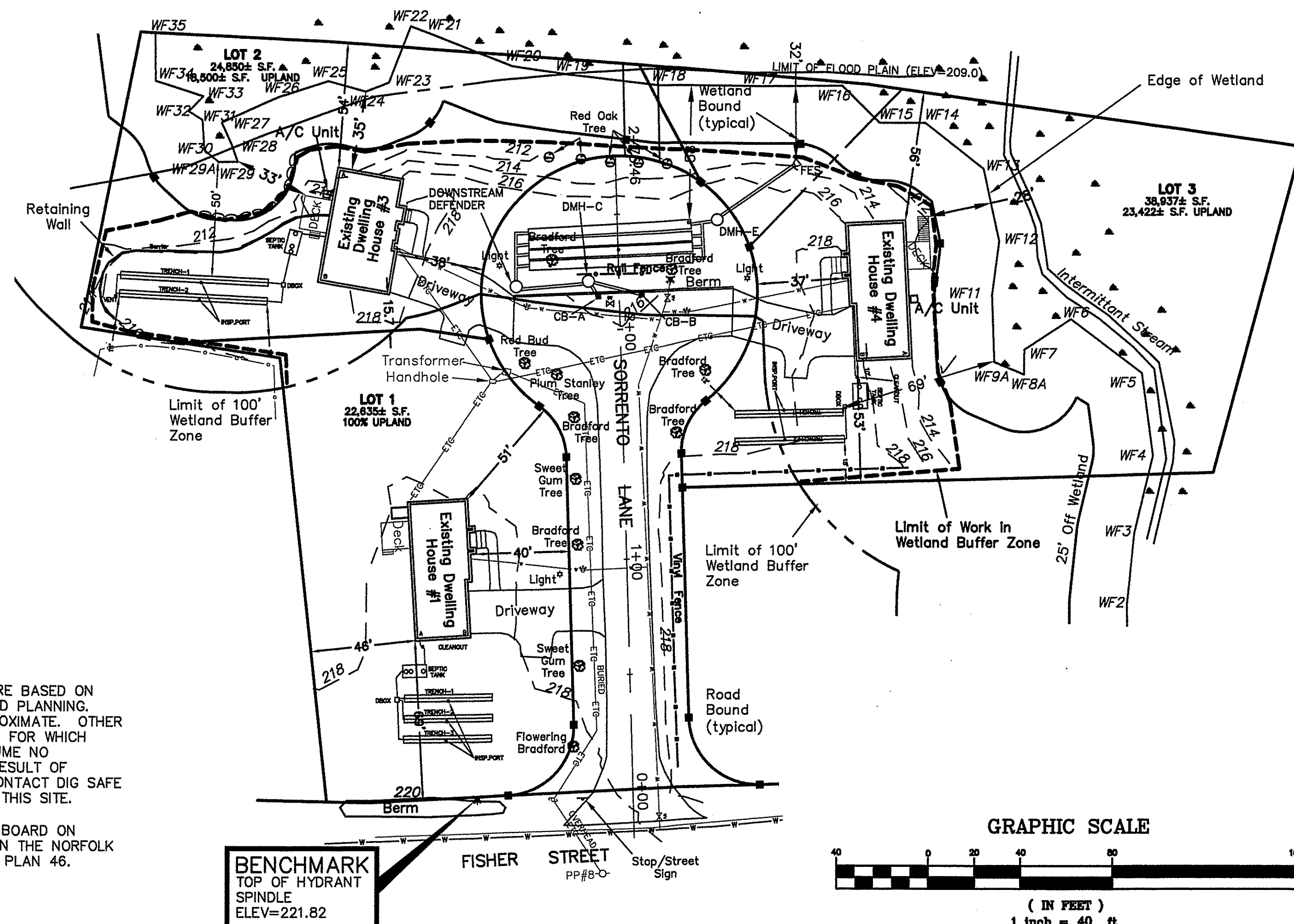
REVISIONS			
No.	Date	Design	Checked
1			
2			
3			
4			
5			
6			

Field By:	BH	5-6/18
Designed By:	Merrikin	2015
Drawn By:	WDH	6/18
Checked By:	WDH	6/18

DRAINAGE PIPE SCHEDULE

FROM	TO	PIPE	SLOPE
CB-A	DMH-C	12" RCP	3.75%
CB-B	DMH-C	12" RCP	2.6%
DMH-C	DD	12" HDPE	4.7%
DMH-E	FLARED END	12" HDPE	3.4%

CATCH BASINS HAVE 4' SUMPS



ALL UNDERGROUND UTILITY LOCATIONS SHOWN ARE BASED ON FIELD EVIDENCE AND RECORDS PROVIDED TO LAND PLANNING. THESE LOCATIONS SHOULD BE CONSIDERED APPROXIMATE. OTHER UTILITIES MAY EXIST WHICH ARE NOT EVIDENT OR FOR WHICH RECORD INFORMATION WAS NOT FOUND. WE ASSUME NO RESPONSIBILITY FOR DAMAGES INCURRED AS A RESULT OF UTILITIES OMITTED OR INACCURATELY SHOWN. CONTACT DIG SAFE AT 1-888-344-7233 PRIOR TO EXCAVATION AT THIS SITE.

"THE HAVEN" WAS APPROVED BY THE PLANNING BOARD ON AUGUST 6, 2015. THE PLANS WERE RECORDED IN THE NORFOLK COUNTY REGISTRY OF DEEDS IN PLAN BOOK 655 PLAN 46.

Land Planning, Inc.
Civil Engineers • Land Surveyors
Environmental Consultants

Bellingham
167 Hartford Ave.
Bellingham, MA 02019
508-966-4130

North Grafton
214 Worcester St.
N. Grafton, MA 01536
508-839-9526

Hanson
1115 Main Street
Hanson, MA 02341
781-294-4144
bellingham@landplanninginc.com

Date	June 18, 2018	Sheet No.
Job No.	B2356	1

Susan Affleck-Childs

From: Bouley, Steven <Steven.Bouley@tetrattech.com>
Sent: Monday, June 25, 2018 4:45 PM
To: Susan Affleck-Childs
Cc: Bridget Graziano
Subject: RE: The Haven - Sorrento Lane

Hi Susy,

The following items have not been completed:

1. Street name sign is not the "private way" sign.
2. The applicant needs to tie in the roof drain from the right side of the garage of the house on Lot 1. Right now it spills out onto the driveway island adjacent to the front door, I was told by the contractor installing the leaching systems on Lot 1 that the drain would be re-piped to the gutter above the garage which flows into the on-site leaching system.
3. Proposed street trees (3) along the fence line on the right side of the roadway as you drive in have not been installed.
4. Erosion controls remain throughout the project.
5. Drainage system needs to be cleaned prior to endorsement as is standard with all projects in town.

I have to check on the "Street Left" sign on fisher street tomorrow, I missed that on my inspection. I will be Holliston tomorrow and will drop by on my way there quickly.

Steve

Steven M. Bouley, P.E. | Senior Project Engineer
Direct: 508.786.2382 | Main: 508.786.2200 | Fax: 508.786.2201
steven.bouley@tetrattech.com

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From: Susan Affleck-Childs [mailto:sachilds@townofmedway.org]
Sent: Thursday, June 21, 2018 11:39 AM
To: Bouley, Steven <Steven.Bouley@tetrattech.com>
Cc: Bridget Graziano <bgraziano@townofmedway.org>
Subject: The Haven - Sorrento Lane

Hi,

Can you schedule a final inspection for the Haven. I need to know if this is completely ready to be closed out and bond funds released. Is stormwater functioning to your satisfaction?

Please coordinate with Bridget as the developer has also requested a Certificate of Compliance on the Order of Conditions.

Thanks.

Susy

Susan E. Affleck-Childs
Planning and Economic Development Coordinator

Town of Medway
155 Village Street
Medway, MA 02053
508-533-3291
sachilds@townofmedway.org

Town of Medway – *A Massachusetts Green Community*

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**TETRA TECH**

Bond Estimate
The Haven
Medway, Massachusetts
 December 11, 2017

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

DESCRIPTION	QUANTITY	UNIT	UNIT COST ¹	ENGINEERS ESTIMATE
Cape Cod Berm	100	FT	\$8.00	\$800
Drainage - Inspection Ports	1	LS	\$500.00	\$500
Drainage - Rip-Rap	3	CY	\$80.00	\$240
Adjust Castings	2	EA	\$375.00	\$750
HMA Top Course	70	TON	\$93.00	\$6,510
Pavement Markings	1	LS	\$800.00	\$800
Street Name/Regulatory Signage	1	LS	\$600.00	\$600
Topsoil Rehandled & Spread	78	CY	\$27.00	\$2,106
Seeding	392	SY	\$2.00	\$784
Landscaping	1	LS	\$2,500.00	\$2,500
Street Trees	12	EA	\$600.00	\$7,200
Residential Lighting	3	EA	\$1,000.00	\$3,000
Bounds	12	EA	\$400.00	\$4,800
Erosion Control Removal	1	LS	\$1,000.00	\$1,000
Clean Drainage System	1	LS	\$800.00	\$800
SWPPP/Stormwater Inspections	1	LS	\$1,500.00	\$1,500
As-Built Plans	276	LF	\$5.00	\$1,380
Legal Services	1	LS	\$3,000.00	\$3,000
Subtotal				\$38,270
25% Contingency				\$9,568
Total				\$47,838

Notes:

¹Unit 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 12/2016 - 12/2017. Quantities which are too small for accurate representation using the weighted bid pricing were estimated based on industry construction experience.

SUBDIVISION - CONSTRUCTION OBSERVATION ACCOUNTING**PROJECT NAME: The Haven****DATE: July 20, 2018**

<i>Date Check Received</i>	<i>Amount</i>	<i>Check #</i>	<i>Payment Source</i>	<i>Date Submitted to Treasurer</i>	<i>Consultant's Construction Observation Fee</i>	<i>Consultant's Name</i>	<i>Consultant's Invoice Date</i>	<i>Invoice Number</i>	<i>Service Dates</i>	<i>Date Submitted to Town Act.</i>	<i>Balance</i>
11/4/2016	\$9,956.00		Citizens Bank	11/4/2016							\$9,956.00
					\$1,653.75	Tetra Tech	4/28/2017	51173895	thru 4/21/17	to ml 5-8-17	\$8,302.25
					\$1,316.25	Tetra Tech	6/26/2017	51192188	thru 6/9/17	to ml 7-25-17	\$6,986.00
					\$652.50	Tetra Tech	7/28/2017	51203720	thru 7/7/17	to ml 8-24-17	\$6,333.50
					\$1,370.00	Tetra Tech	9/6/2017	51217823	thru 8/25/17	to ml 9-19-17	\$4,963.50
					\$420.00	Tetra Tech	10/27/2017	51243562	thru 10/20/17	to ml 11/16/17	\$4,543.50
					\$1,400.00	Tetra Tech	12/6/2017	51257912	thru 12/1/17	to ml 12-14-17	\$3,143.50
					\$1,260.00	Tetra Tech	1/19/2018	51274839	thru 12-29-17	to ml 1-29-18	\$1,883.50
					\$70.00	Tetra Tech	2/23/2018	51285523	thru 2/9/18	to ml 3-6-18	\$1,813.50
					\$350.00	Tetra Tech	3/29/2018	51296274	thru 3/23/18	to ml 4-4-18	\$1,463.50
					\$665.00	Tetra Tech	5/16/2018	51312577	thru 4/27/18	to ml 5-17-18	\$798.50
6/20/2018	\$2,940.00	1417	Vinyard Point Ventures	6/25/2018							\$3,738.50
					\$2,545.54	Tetra Tech	7/11/2018	51330867	thru 7/6/18	to ml 7/12/18	\$1,192.96
											\$0.00
											\$0.00
											\$0.00
											\$0.00
	\$12,896.00				\$11,703.04						\$1,192.96
	Total Paid by Applicant				Total Cons. Obsrvtn. Fees						Balance



July 24, 2018

**Medway Planning & Economic Development Board
Meeting**

Converting Technical Services Site Plan
Construction Services Estimate

- Estimate dated July 18, 2018 from Tetra Tech



CTS Site Plan (9 Trotter Drive)
Construction Administration Budget
July 18, 2018

Item No. ¹	Inspection	Site Visits	Hrs/Inspection ²	Rate	Total
1	Erosion Control Inspections	10	1	\$95	\$950
2	Clearing & Grubbing/Demolition	1	3	\$95	\$285
3	Subgrade/Staking	1	3	\$95	\$285
4	Drainage: Sub. Infil. Basins	4	3	\$140	\$1,680
5	Drainage: Piped Infrastructure	1	3	\$95	\$285
6	Sewer Service	1	3	\$95	\$285
7	Water Service	1	3	\$95	\$285
8	Site Subbase Gravel/Fine Grading	1	3	\$95	\$285
9	Binder Course Paving	1	4	\$95	\$380
10	Curb/Berm	1	3	\$95	\$285
11	Top Course Paving	1	4	\$95	\$380
12	Landscape/Plantings	1	3	\$95	\$285
13	Bond Estimate	1	6	\$140	\$840
14	Punch List Inspections ³	2	4	\$140	\$1,120
15	As-Built Review ⁴	1	4	\$140	\$560
16	Meetings	6	0.5	\$140	\$420
17	Admin	3	1	\$65	\$195
	Subtotal				\$8,805
	Expenses			5.0%	\$440
	TOTAL				\$9,245

Notes:

¹ Each item includes site visit, inspection and written report. If construction extends beyond June 30, 2019, this estimate will be revised to utilize updated TT/Town of Medway contract hourly rates.

² If installation schedule is longer than that assumed by engineer for any item above, or if additional inspections are required due to issues with the contract work, additional compensation may be required.

³ Punch List Inspections include a substantial completion inspection and Punch List memo provided to the town. It also includes one final inspection to verify that comments from the list have been addressed and one revision to the list if required.

⁴ This item includes review of As-Built Plans, review letter and coordination with the applicant to address any issues on the plans.

Date Approved by Medway Planning and Economic Development Board _____

Certified by: _____

Susan E. Affleck-Childs

Date

Medway Planning and Economic Development Coordinator



July 24, 2018
Medway Planning & Economic Development Board
Meeting

Construction Reports

- Tetra Tech's Applegate Erosion Control Inspection Report #5 – July 12, 2018
- Exelon Monthly Report from Beals & Thomas – July 9, 2018
- Tetra Tech's Medway Green Inspection Report #1 – June 12, 2018
- Tetra Tech's Medway Green Inspection Report #2 – July 12, 2018



T M & S O N

3 0 9 - 1 6 9 1











BEALS + THOMAS

BEALS AND THOMAS, INC.
Reservoir Corporate Center
144 Turnpike Road
Southborough, MA 01772-210



PROGRESS INSPECTION REPORT

Inspection Date: 7/9/2018

Inspector: Eric J. Las, PE, LEED AP, Beals and Thomas, Inc.

Inspection Report Number: 11

PERMIT COMPLIANCE

Proceeding per approved site plan?

YES ☒ NO ☐ If not, note area and explain:

This report has been prepared in compliance with Specific Condition IX.M.4 of the Site Plan Decision, dated July 26, 2016

Project Name:

West Medway II

Location: Medway, MA

B+T Job#: 1422.10

Local Approvals: Order of Conditions DEP File No. 216-0879, Site Plan Decision, Host Community Agreement

Introduction:

Exelon West Medway II LLC respectfully submits this construction progress inspection report for the West Medway II project. The purpose of this report is to document the in-progress work with respect to the approved site plans and associated conditions for the Planning and Economic Development Board. This report summarizes noteworthy activities conducted on site from June 15, 2018 to July 9, 2018. Please also refer to the enclosed Photo Log.

For limited areas of the site not observed by Beals and Thomas, items denoted herein with an () are based on Exelon's Erosion Control Inspection Reports.

Current Work Activities, Comments, and Observations:

- Finish grading of the central portion of the site infrastructure is nearing completion.
- Compressor Station enclosure in the north central portion of the site is complete.
- Hydrostatic testing of the demineralized water tank is in progress. Raw water tank has completed testing successfully.
- Fuel oil tank installation is complete. Hydrostatic testing is complete, and painting is in progress.
- Installation of the ammonia tank enclosure is in progress.
- Installation of the earthen containment berm around fuel oil tank is in progress.
- Installation of dense grade material for the access drive along the west side of the Project is in progress.
- Installation of fuel piping throughout the central portion of the site is in progress.
- Installation of the acoustic barriers around the power block is in progress.
- Concrete pours have diminished with only a few small miscellaneous pours remaining.
- Interior finish work (HVAC, etc.) continues on the Admin Building.
- Various components of the power generating system are being plumbed and wired.
- Installation of the security fence and electricity connection for the Metering & Regulating Station is complete.
- Various soil stockpiles are actively stabilized via tarps and seeding where necessary.
- *Silt fences, straw bales, and straw wattles are being routinely monitored and maintained as needed.
- *Silt sacks in the catch basins in Summer Street are being routinely monitored and maintained as needed.
- *24/7 security details remain in place at site entrance.


Authorized Signature

7/9/18

Date

PROPERTY OWNER:

Exelon West Medway II, LLC

Attn: Todd Cutler, Esq.

Associate General Counsel

Phone: 610-765-5602

Email: todd.cutler@exeloncorp.com

Attn: Pete Callahan,

Project Director

Phone: 617-381-2332

Email: Pete.Callahan@constellation.com

Attn: Doug Blakeley,

Environmental Monitor

Phone: 518-265-7354

Email: doug.blakeley@aptim.com

TOWN OF MEDWAY

Attn: Michael E. Boynton,

Town Administrator

Phone: 508-533-3264

Email: mboynton@townofmedway.org

Attn: Bridget Graziano,

Conservation Agent

Phone: 508-533-3292

Email: bgraziano@townofmedway.org

Attn: Susan Affleck-Childs, Planning & Economic Development Coordinator

Phone: 508-533-3291

Email: sachilds@townofmedway.org

ENVIRONMENTAL CONSULTANTS

Beals and Thomas, Inc.

Attn: Eric J. Las, PE, LEED AP

Principal

Phone: 508-366-0560

Email: elas@bealsandthomas.com

Epsilon Associates, Inc.

Attn: Michael Howard

Principal & Manager

Phone: 978-461-6247

Email: mhoward@epsilonassociates.com

**BEALS + THOMAS****Exelon Generation**

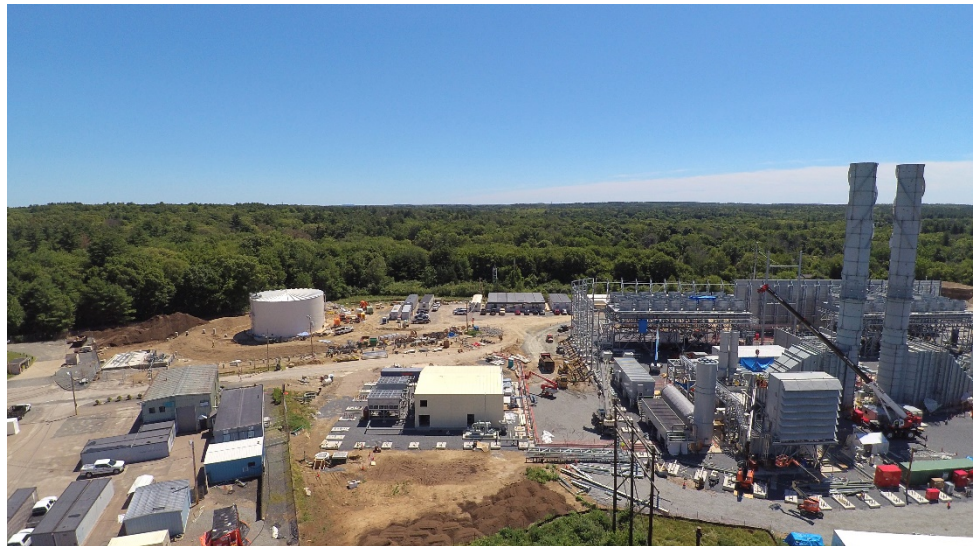
PHOTOGRAPHIC LOG



Client Name:Exelon West
Medway II**Photo:** West Medway II**Location:** Medway, MA**Project No:**



1422.10

**Photo
No: 1****Date:**
7/7/18**Description:**Aerial view facing
west.Work continues in
the central portion of
the site. Acoustic
walls, overhead
wires, and final
grading is in
progress.**Client Name:**Exelon West
Medway II**Photo:** West Medway II**Location:** Medway, MA**Project No:**

1422.10

**Photo
No: 2****Date:**
7/7/18**Description:**Aerial view facing
east.Fuel oil containment
berm installation
and tank painting is
in progress.
Compressor station
enclosure is
complete.

Client Name: Exelon West Medway II		Photo: West Medway II Location: Medway, MA	Project No: 1422.10
Photo No: 3	Date: 7/9/18		
Description: View facing south. Installation of dense grade material for the access drive along the west side of the Project is in progress.			
Client Name: Exelon West Medway II		Photo: West Medway II Location: Medway, MA	Project No: 1422.10
Photo No: 4	Date: 7/9/18		
Description: View facing west. Hydrostatic testing of the demineralized water tank is in progress in the central portion of the site.			

Client Name: Exelon West Medway II		Photo: West Medway II Location: Medway, MA	Project No: 1422.10
Photo No: 5	Date: 7/9/18		
Description: View facing northeast. Installation of the security fence and electrical connection for the Metering and Regulating Station is complete in the northern portion of the site.			
Client Name: Exelon West Medway II		Photo: West Medway II Location: Medway, MA	Project No: 1422.10
Photo No: 6	Date: 7/9/18		
Description: View facing southwest. Loam continues to be processed and temporarily stockpiled around the site awaiting final installation.			

Tetra Tech
100 Nickerson Road, Suite 200
Marlborough, MA 01752

FIELD REPORT

Project Medway Greens	Date 6/12/2018	Report No. 1
Location Mechanic Street/Main Street, Medway, MA	Project No. 143-21583-17002	Sheet 1 of 2
Contractor Mark Heavner – Cortland Pine, LLC Sal Santucci - Santucci Construction Corp.	Weather A.M. P.M. SUNNY	Temperature A.M. P.M. 75°

FIELD OBSERVATIONS

On Tuesday, June 12, 2018 Steven M. Bouley, P.E. and Bradley M. Picard, E.I.T. from Tetra Tech (TT) visited the project site to inspect the current condition of the site and check on construction progress. The following report outlines observations made during the site visit.

1. Observations

- A. Contractor has cleared and grubbed the site and installed erosion controls. Erosion controls consist of compost filter tube and green snow fence placed on the downgradient portions of the site (Photo #1). Crushed stone construction entrance has been installed at Mechanic Street entrance/exit (Photo #2).
- B. Contractor has previously excavated and poured the foundation for the units located along Main Street. Contractor in process of installing interior house plumbing and backfilling within the limits of the building footprint (Photo #3).
- C. Contractor plans to begin foundation excavation for the Mechanic Street units in coming weeks. Existing stockpiled material will be removed from the site to make room at the site for movement (Photo #4). Existing building also expected to be demolished in coming weeks to move forward with the project.

CONTRACTOR'S FORCE AND EQUIPMENT					WORK DONE BY OTHERS	
Sup't		Bulldozer		Asphalt Paver	Dept. or Company	Description of Work
Foreman		Backhoe		Asphalt Reclaimer		
Laborers	3	Loader		Vib. Roller		
Drivers		Rubber Tire Backhoe/Loader	1	Static Roller		
Oper. Engr.	1	Skid Steer		Vib. Walk Comp.		
Carpenters		Hoeram		Compressor		
Masons		Excavator		Jack Hammer		
Iron Workers		Grader		Power Saw		
Electricians		Crane		Conc. Vib.		
Flagpersons		Scraper		Tack Truck		
Surveyors		Conc. Mixer				
		Conc. Truck			OFFICIAL VISITORS TO JOB	
		Pickup Truck	3			
		Tri-Axle Dump Truck				
		Trailer Dump Truck				
Police Details: N/A					RESIDENT REPRESENTATIVE FORCE	
Contractor's Hours of Work: 7:00 A.M. to 6:00 P.M.					Name	Time on-site
					Steven M. Bouley, P.E.	1:00 P.M. – 1:30 P.M.
					Bradley M. Picard, E.I.T.	1:00 P.M. – 1:30 P.M.

NOTE: Please use reverse side for remarks and sketches

Project Medway Greens	Date 6/12/2018	Report No. 1
Location Mechanic Street/Main Street, Medway, MA	Project No. 143-21583-17002	Sheet 2 of 2

FIELD OBSERVATIONS CONTINUED

2. Schedule
 - A. The contractor plans to begin construction of the Mechanic Street Foundation in next few weeks as well as remove existing stockpiles and demo existing building.
3. New Action Items
 - A. N/A
4. Previous Open Action Items
 - A. N/A
5. Materials Delivered to Site Since Last Inspection:
 - A. Erosion Controls
 - B. Stone Dust
 - C. 3/4" Crushed Stone

Photos

Photo 1



Photo 2



Photo 3



Photo 4



Tetra Tech
100 Nickerson Road, Suite 200
Marlborough, MA 01752

FIELD REPORT

Project Medway Greens	Date 7/12/2018	Report No. 2
Location Mechanic Street/Main Street, Medway, MA	Project No. 143-21583-17002	Sheet 1 of 2
Contractor Mark Heavner – Cortland Pine, LLC Sal Santucci - Santucci Construction Corp.	Weather A.M. P.M. SUNNY	Temperature A.M. P.M. 85°

FIELD OBSERVATIONS

On Thursday, July 12, 2018 Steven M. Bouley, P.E. from Tetra Tech (TT) visited the project site to inspect the current condition of the site and check on construction progress. The following report outlines observations made during the site visit.

1. Observations

- A. Contractor has installed temporary fence around the site and is continuing export of excess material generated during foundation excavation. Erosion controls appear to be functioning properly and the adjacent roadway appear to be in a clean and orderly condition.
- B. Contractor stockpiling material along the eastern property boundary (Photo #1). The existing building located on site was razed and materials removed in preparation for continuing site work. Stockpiled fill material in place of former building. Fill appeared to be clean and free of any deleterious material. (Photo #2)
- C. It appears the contractor has previously tapped the water main in Main Street. Service tubing left at property line for future testing and chlorination (Photo #3). TT could not determine if tap on Mechanic Street main has occurred.
- D. Contractor in the process of excavating for foundation for the units located along Mechanic Street. Foundation pours expected to be complete next week (Photo #4). Framing on Unit #176-1 is continuing.

CONTRACTOR'S FORCE AND EQUIPMENT						WORK DONE BY OTHERS	
Sup't		Bulldozer		Asphalt Paver		Dept. or Company	Description of Work
Foreman		Backhoe		Asphalt Reclaimer			
Laborers		Loader		Vib. Roller			
Drivers		Rubber Tire Backhoe/Loader		Static Roller			
Oper. Engr.	1	Skid Steer		Vib. Walk Comp.			
Carpenters		Hoeram		Compressor			
Masons		Excavator	1	Jack Hammer			
Iron Workers		Grader		Power Saw			
Electricians		Crane		Conc. Vib.			
Flagpersons		Scraper		Tack Truck			
Surveyors		Conc. Mixer		Lull	1		
		Conc. Truck				OFFICIAL VISITORS TO JOB	
		Pickup Truck					
		Tri-Axle Dump Truck					
		Trailer Dump Truck					
Police Details: N/A						RESIDENT REPRESENTATIVE FORCE	
Contractor's Hours of Work: 7:00 A.M. to 6:00 P.M.						Name	Time on-site
						Steven M. Bouley, P.E.	1:30 P.M. – 2:00 P.M.

NOTE: Please use reverse side for remarks and sketches

Project Medway Greens	Date 7/12/2018	Report No. 2
Location Mechanic Street/Main Street, Medway, MA	Project No. 143-21583-17002	Sheet 2 of 2

FIELD OBSERVATIONS CONTINUED

2. Schedule
 - A. The contractor plans to pour Mechanic Street Foundation next week and continue framing Main Street units.
3. New Action Items
 - A. N/A
4. Previous Open Action Items
 - A. N/A
5. Materials Delivered to Site Since Last Inspection:
 - A. Fill

Photos

Photo 1



Photo 2



Photo 3



Photo 4





July 24, 2018

**Medway Planning & Economic Development Board
Meeting**

**Modification of Merrimack Building
Supply Site Plan - Plan Endorsement**

At the June 12, 2018 PEDB meeting, you heard the request of Bob Poxon, on behalf of Merrimack Building Supply, to modify the previously approved site plan. You provided general support for those changes.

At the 7-24-18 meeting, I ask that you endorse Sheet C-4 Grading and Utilities which shows the planned changes. See Attached.

I also ask that you review a draft decision document dated 7-25-18 that I would file with the Town Clerk. See Attached.

As this is a special permit project, both the modification decision and the revised Sheet C04 need to be recorded.



TOWN OF MEDWAY
Planning & Economic Development Board
155 Village Street
Medway, Massachusetts 02053

Andy Rodenhiser, Chairman
Robert K. Tucker, Vice-Chairman
Thomas A. Gay, Clerk
Matthew J. Hayes, P.E.
Richard Di Iulio

July 25, 2018

Minor Modification
MERRIMACK BUILDING SUPPLY SITE PLAN
20 Trotter Drive

At its duly posted meeting on June 12, 2018, the Medway Planning and Economic Development Board considered the June 4, 2018 request of Robert Poxon of Guerriere and Halnon of Milford, MA, on behalf of Merrimack Building Supply and Medway Trotter, LLC to modify the previously approved site plan for the construction of a 19,500 sq. ft. addition and site improvements for Merrimack Building Supply at 20 Trotter Drive. The referenced site plan/special permit decision was approved by the Board on July 11, 2017; the associated site plan was endorsed on December 12, 2017.

The proposed minor plan modification reflects changes identified during construction and pertain to the following:

- Elimination of 8,300 sq. ft. of planned new pavement in the area west of the existing storage shed. The area will remain vegetated instead of being paved. The owner has determined that this area is not needed for vehicle parking and outdoor storage. This reduces the amount of impervious surface and consequently, reduces stormwater flow into the stormwater management equipment. Curbing will be installed along the existing edge of pavement. Retention of 3,760 sq. ft. of existing pavement that was to be removed per the previously approved plan. This area is needed for outside storage. Curbing will be added along its western edge.
- Relocation of proposed catch basins #2 and #6 to accommodate the above noted pavement changes.
- Removal of 1,030 sq. ft. of existing pavement that had been used to direct stormwater drainage flow. This is no longer needed as new stormwater drainage system is being constructed. This area will be re-vegetated.
- Replacement of the existing, non-functioning catch basin #5 in the loading dock area with a trench drain.
- Adjustment of the location of the sewer services from both the existing building and planned addition so as to provide adequate cover above the pipes.

The proposed changes were reviewed by Tetra Tech, the Town's Consulting Engineer. There were no issues with the proposed reduction in pavement. Clarifications were provided on the treatment of runoff from the roof drains. Upon review of the proposed modification, the Planning and Economic Development Board determined that the proposed changes will not be detrimental to the achievement of the previously approved site plan and approved, by a vote of four in favor and zero opposed, the minor modification to the Merrimack Building Supply site plan as described herein with the following conditions:

CONDITIONS:

1. Due to the site's location in the Zone II/Groundwater Protection District, roof runoff from any existing or new building with a metal roof shall be pre-treated via a sand filter, rain garden or similar measure prior to infiltration.
2. The previously approved Long Term Stormwater Operation and Maintenance Plan for this site and project shall be modified to incorporate the approved changes and provided in electronic form to the Planning and Economic Development office.
3. This document and the revised Sheet C-4 Grading and Utilities Plan shall be recorded at the Norfolk County Registry of Deeds and proof of such recording shall be provided to the Board.

The attached revised Sheet C-4 Grading and Utilities dated March 10, 2017, last revised June 19, 2018 by Guerriere & Halnon and endorsed by the Planning and Economic Development Board on July 24, 2018 depicts the approved changes.

Attest: _____

Susan E. Affleck-Childs
Planning and Economic Development Coordinator

_____ Date

cc: Jack Mee, Building Inspector/Zoning Enforcement Officer
Bob Poxon, Guerriere and Halnon
Bill Donegan, Merrimack Building Supply
Steve Bouley, Tetra Tech
Bridget Graziano, Conservation Agent

SIGNATURE DATE: _____
BEING A MAJORITY

CONSTRUCTION ON THIS LOT IS SUBJECT TO ANY EASEMENTS, RIGHTS-OF-WAY, RESTRICTIONS, RESERVATIONS OR OTHER LIMITATIONS WHICH MAY BE REVEALED BY AN EXAMINATION OF THE TITLE.

"WARNING"

EXISTING UTILITY LINES INDICATED OR NOTED ON THESE DRAWINGS ARE SHOWN AS OBTAINED FROM EXISTING INFORMATION AND ARE ONLY APPROXIMATE IN LOCATION. THE CONTRACTOR SHALL TAKE CAUTION IN THESE AREAS TO AVOID DAMAGE TO EXISTING UTILITY LINES AND TO PERSONNEL EQUIPMENT, WHEN WORKING IN THESE AREAS.

CALL "DIG SAFE" 1-888-DIG-SAFE (1-888-344-7233).

EXISTING LINES OTHER THAN THOSE INDICATED ON THESE DRAWINGS MAY BE ON THE SITE. THE CONTRACTOR IS WARNED TO PROCEED WITH CAUTION WITH ALL WORK, ESPECIALLY EXCAVATION WORK, AND TO CONDUCT A THOROUGH INVESTIGATION AS TO POSSIBLE UNMARKED UTILITY LINES.

NOTES

11	6/19/18	REDLINE PLAN FOR CON COM	RJH
10	6/7/18	PER COMMENTS	RJH
9	6/4/18	SEWER SERVICES FROM EXIST. & PROP. BLDGS REMOVE PROPOSED WESTERN EDGE OF PAVEMENT	RJH
8	4/30/18	ADJUST DRAINAGE IN WESTERN PAVED AREAS	RJH
7	12/11/17	FINAL REVISIONS PRIOR TO ENDORSEMENT	
6	10/5/17	REV. PER DECISION LETTER	PMJ
5	6/15/17	REV. PER COMMENT LETTER 6/6/17	PMJ
4	6/6/17	REV. DRAINAGE PER EMAIL 6-6-17.	PMJ
3	5/25/17	REVISED PER COMMENTS.	PMJ
2	4/25/17	REVISED PER COMMENTS.	PMJ
1	3/23/17	ADDED BANK FLAGS.	PMJ
##	DATE	DESCRIPTION	INT

OWNER

MERRIMACK BUILDING SUPPLY
20 TROTTER DRIVE
MEDWAY MA

20 TROTTER DRIVE

"MERRIMACK BUILDING
SUPPLY"

GRADING & UTILITIES
SITE
PLAN OF LAND

MEDWAY, MA

SCALE: ONE INCH EQUALS 30 FEET

DATE MARCH 10, 2017



**Guerriere
&
Halnon, Inc.**

Engineering & Land Surveying
333 WEST STREET, MILFORD, MASS. 01757
(508) 473-6630 FAX: (508) 473-8243

SHEET
C-4

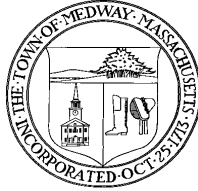


July 24, 2018

**Medway Planning & Economic Development Board
Meeting**

**Appointments to the Economic
Development Committee**

- SAC memo to PEDB re: appointments to the Medway EDC



TOWN OF MEDWAY
Planning & Economic Development
155 Village Street
Medway, Massachusetts 02053

July 20, 2018

TO: Planning and Economic Development Board
FROM: Susy Affleck-Childs, Planning and Economic Development Coordinator
RE: Appointments to Medway Economic Development Committee (EDC)

The term of office is up for the following members of the EDC:

- Keith Peden
- Paul Yorkis
- Scott Habeeb

Mr. Habeeb no longer wishes to serve on the EDC. Mr. Yorkis and Mr. Peden are interested in continuing.

I recommend the PEDB reappoint Keith Peden and Paul Yorkis to the EDC, for a two year term through June 30, 2020.



July 24, 2018

**Medway Planning & Economic Development Board
Meeting**

**Glen Brook Apartments
Proposed Modification to
Comprehensive Permit**

MetroWest Collaborative Development has submitted an application to the ZBA to modify the previously approved Comprehensive Permit (40B) for the site at 33 West Street. The project was originally approved for 48 affordable family apartments in 6 buildings on 3.2 acres with 76 parking spaces and a tot lot. MetroWest is acquiring two additional properties (31 and 37 West Street) and now wishes to add 44 affordable elderly apartments for a total of 92 units, including 4 ADA accessible units, in 6 buildings on 5.845 acres with 150 parking spaces, indoor and outdoor community space, and a tot lot.

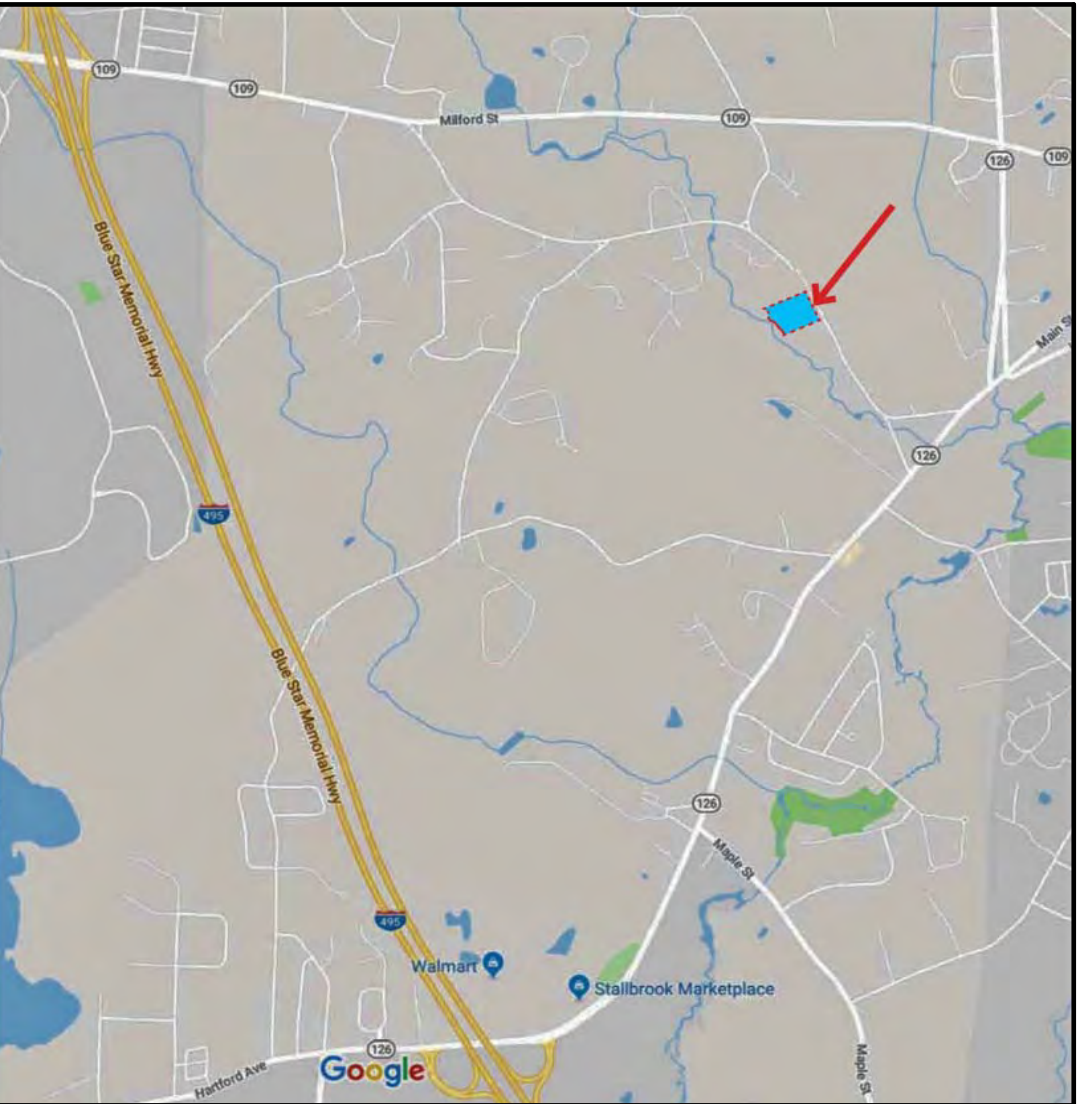
The ZBA will open the public hearing on July 18th. The hearing will be continued to the ZBA meeting on August 1st. The ZBA has asked Town boards and departments to review and provide comments on the proposed expansion and modification. NOTE – Tetra Tech will be reviewing the revised plan for the ZBA.

- Selections of the site plan set dated July 4, 2018 by Meander Studio and Merrill Engineers and Surveyors as submitted to the ZBA

Apartments at

Glen Brook Way - Phase 1 & Phase 2

MEDWAY, MA



Project Summary

Phase 1: 48 units

- (16) one bed
- (19) two bed
- (13) three bed

Management Office

Laundry in each building

Phase 2: 43 units

- (41) one bed
- (2) two bed
- Laundry at every floor
- Community space for elderly occupants

Unit Breakdown Phase 1

A1 & A2 UNIT SUMMARY		
Unit A-1	888 SF	2 BED
Unit A-2	664 SF	1 BED
Unit A-3	683 SF	1 BED
Unit A-4	1010 SF	2 BED TOWNHOUSE
Unit A-5	984 SF	2 BED TOWNHOUSE
Unit A-6	1071 SF	3 BED TOWNHOUSE
Unit A-7	1149 SF	3 BED TOWNHOUSE

B1 UNIT SUMMARY		
Mgmt. Office	424 SF	
Unit 101	645 SF	1 BED, ADA ACCESSIBLE
Unit 102	821 SF	2 BED
Unit 103	654 SF	1 BED
Unit 104	881 SF	2 BED, ADA ACCESSIBLE
Unit 105	620 SF	1 BED
Unit 201	1194 SF	3 BED TOWNHOUSE
Unit 202	1263 SF	2 BED TOWNHOUSE
Unit 203	1038 SF	2 BED TOWNHOUSE
Unit 204	1164 SF	2 BED TOWNHOUSE
Unit 205	1286 SF	3 BED TOWNHOUSE
Unit 206	1064 SF	2 BED TOWNHOUSE
Unit 207	1298 SF	3 BED TOWNHOUSE
Unit 208	1191 SF	2 BED TOWNHOUSE

C1 UNIT SUMMARY		
Unit	858 SF	
Unit	849 SF	
Unit	650 SF	
Unit	851 SF	
Unit	654 SF	
Unit	988 SF	
Unit	1062 SF	
Unit	649 SF	
Unit	834 SF	
Unit	640 SF	
Unit	640 SF	
Unit	640 SF	
Unit	939 SF	
Unit	639 SF	
Unit	893 SF	
Unit	639 SF	
Unit	808 SF	
Unit	639 SF	
Unit	834 SF	
Unit	835 SF	
Unit	640 SF	
Unit	929 SF	
Unit	848 SF	
Unit	432 SF	
Unit	869 SF	
Unit	834 SF	

Unit Breakdown Phase 2

D1 UNIT SUMMARY		
Unit 101	630 SF	1 BED
Unit 102	640 SF	1 BED
Unit 103	673 SF	1 BED
Unit 104	674 SF	1 BED
Unit 105	631 SF	1 BED
Unit 106	840 SF	2 BED, ADA ACCESSIBLE
Unit 201	664 SF	1 BED
Unit 202	671 SF	1 BED
Unit 203	697 SF	1 BED
Unit 204	696 SF	1 BED
Unit 205	736 SF	1 BED
Unit 206	673 SF	1 BED
Unit 207	648 SF	1 BED
Unit 301	664 SF	1 BED
Unit 302	671 SF	1 BED
Unit 303	697 SF	1 BED
Unit 304	696 SF	1 BED
Unit 305	736 SF	1 BED
Unit 306	673 SF	1 BED
Unit 307	648 SF	1 BED

D2 UNIT SUMMARY		
Unit 101	632 SF	1 BED
Unit 102	636 SF	1 BED
Unit 103	652 SF	1 BED
Unit 104	635 SF	1 BED
Unit 105	632 SF	1 BED
Unit 106	632 SF	1 BED
Unit 107	832 SF	2 BED, ADA ACCESSIBLE
Unit 201	632 SF	1 BED
Unit 202	636 SF	1 BED
Unit 203	652 SF	1 BED
Unit 204	635 SF	1 BED
Unit 205	632 SF	1 BED
Unit 206	632 SF	1 BED
Unit 207	633 SF	1 BED
Unit 208	668 SF	1 BED
Unit 301	632 SF	1 BED
Unit 302	636 SF	1 BED
Unit 303	652 SF	1 BED
Unit 304	635 SF	1 BED
Unit 305	632 SF	1 BED
Unit 306	632 SF	1 BED
Unit 307	633 SF	1 BED
Unit 308	668 SF	1 BED

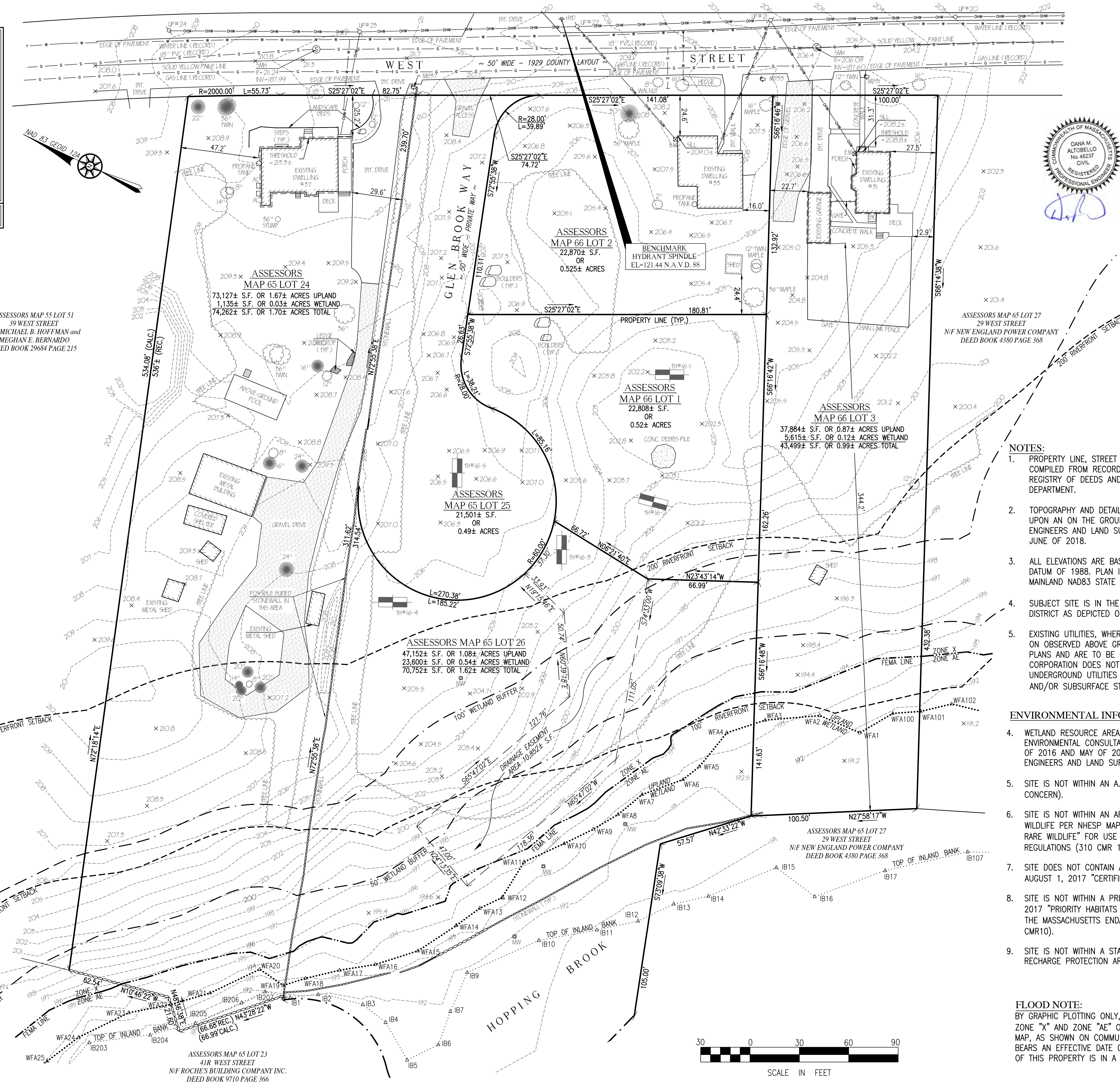
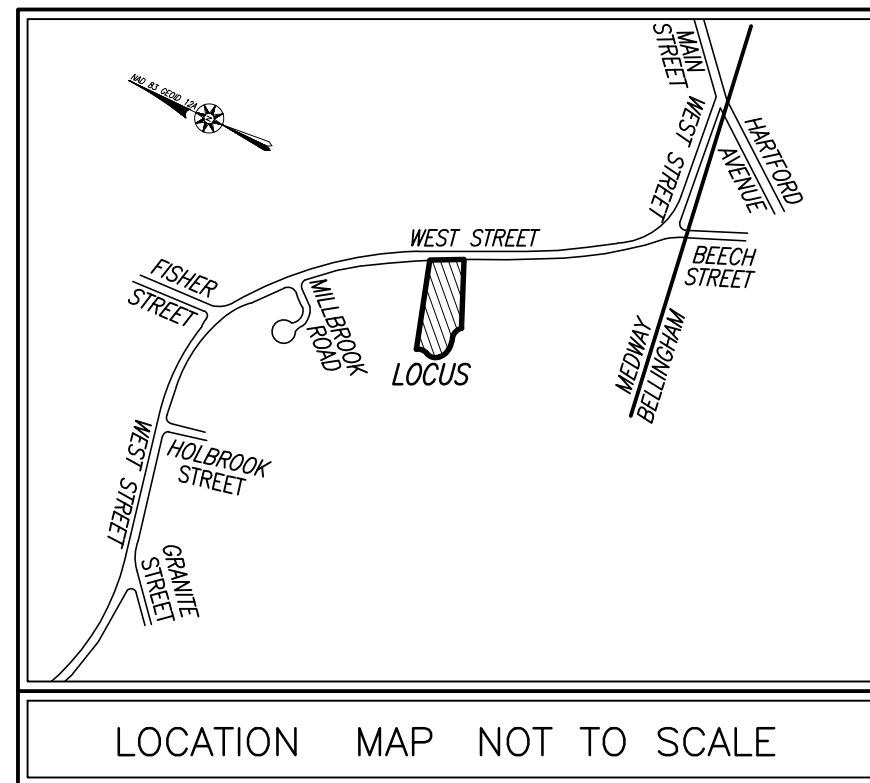


Drawing List

C101 Existing Conditions
C201 Civil Site Layout
C202 Grading and Utilities
C401 Details
C402 Details
C403 Details
C404 Details
C405 Details
L1 Landscape Plan
A100 Building Type A - Basement Plan
A101 Building Type A - First Floor
A102 Building Type A - Second Floor
A103 Building Type A - Third Floor
A111 Building Type B1 - First Floor
A112 Building Type B1 - Second Floor
A113 Building Type B1 - Third Floor
A120 Building Type C1 - First and Second Floors
A121 Building Type C1 - Third Floor and Roof Plan
A131 Building Type D1 - First Floor
A132 Building Type D1 - Second Floor
A133 Building Type D1 - Third Floor
A134 Building Type D1 - Roof Plan
A141 Building Type D2 - First Floor
A142 Building Type D2 - Second Floor
A143 Building Type D2 - Third Floor
A144 Building Type D2 - Roof Plan
A200 Building Type A - Elevation 1
A201 Building Type A - Elevation 2
A202 Building Type A - Elevation 3
A203 Building Type A - Elevation 4
A210 Building Type B1 - Elevations
A211 Building Type B1 - Elevations
A220 Building Type C1 - North and South Elevations
A221 Building Type C1 - East and West Elevations
A230 Building Type D1 - Elevations
A240 Building Type D2 - Elevations
A241 Building Type D2 - Elevations

Project Team

CIVIL	M/E/P Engineer	OWNER:
Merrill Engineers and Land Surveyors	GARCIA GALUSKA & DE SOUSA	Metro West Collaborative Developers
427 Columbia Road, Hanover, MA 02339	370 Faunce Corner Road, Dartmouth, MA 02747	79A Chapel Street, Newton MA, 02458
Contact: Dana Altobello 781.826.9200	Contact: Richard Newell 508.998.5700	Contact: Jennifer Van Campen 617.923.3505
LANDSCAPE		ARCHITECT:
CBA Landscape Architects LLC		Meander Studio Collaborative Design
24 Thorndike Street, Cambridge, MA 02138		60 Caldwell Road, Waltham, MA 02453
Contact: Clara Batchelor 617.945.9760		Contact: Michael Wolfson 617.283.3241



RECORD OWNERS:
ASSESSORS MAP 65 LOT 25
SUMMIT HOME BUILDERS, INC.
0 GLEN BROOK WAY
MEDWAY, MA 02053
DEED BOOK 23841 PAGE 257

ASSESSORS MAP 65 LOT 26
SUMMIT HOME BUILDERS, INC.
3 GLEN BROOK WAY
MEDWAY, MA 02053
DEED BOOK 23841 PAGE 257

ASSESSORS MAP 66 LOT 01
SUMMIT HOME BUILDERS, INC.
1 GLEN BROOK WAY
MEDWAY, MA 02053
DEED BOOK 23841 PAGE 257

ASSESSORS MAP 66 LOT 03
MICHAEL ESTRELLA
31 WEST STREET
MEDWAY, MA 02053
DEED BOOK 29959 PAGE 31

ASSESSORS MAP 66 LOT 02
BARBARA E. ASHMAN
33 WEST STREET
MEDWAY, MA 02053
DEED BOOK 4069 PAGE 504

ASSESSORS MAP 65 LOT 24
ERIK W. and MICHELLE FREY
37 WEST STREET
MEDWAY, MA 02053
DEED BOOK 10366 PAGE 364

NOTES:

1. PROPERTY LINE, STREET LINE AND OWNER INFORMATION WAS COMPILED FROM RECORDS ON FILE AT THE NORFOLK COUNTY REGISTRY OF DEEDS AND THE TOWN OF MEDWAY ASSESSORS DEPARTMENT.
2. TOPOGRAPHY AND DETAIL INFORMATION SHOWN HEREON IS BASED UPON AN ON THE GROUND SURVEY PERFORMED BY MERRILL ENGINEERS AND LAND SURVEYORS DURING JULY OF 2016, AND JUNE OF 2018.
3. ALL ELEVATIONS ARE BASED ON THE NORTH AMERICAN VERTICAL DATUM OF 1988. PLAN IS HORIZONTALLY REFERENCED TO MASS MAINLAND NAD83 STATE PLANE COORDINATES.
4. SUBJECT SITE IS IN THE "AGRICULTURAL-RESIDENTIAL II (AR-II)" DISTRICT AS DEPICTED ON THE TOWN OF MEDWAY ZONING MAP.
5. EXISTING UTILITIES, WHERE SHOWN, HAVE BEEN COMPILED BASED ON OBSERVED ABOVE GROUND EVIDENCE AND AVAILABLE RECORD PLANS AND ARE TO BE CONSIDERED APPROXIMATE. MERRILL CORPORATION DOES NOT GUARANTEE THE LOCATION OF THE UNDERGROUND UTILITIES SHOWN OR THAT ALL EXISTING UTILITIES AND/OR SUBSURFACE STRUCTURES ARE SHOWN.

ENVIRONMENTAL INFORMATION

4. WETLAND RESOURCE AREAS SHOWN HEREON WERE DELINEATED BY ENVIRONMENTAL CONSULTANTS AND RESTORATION, LLC DURING APRIL OF 2016 AND MAY OF 2018, AND FIELD LOCATED BY BY MERRILL ENGINEERS AND LAND SURVEYORS.
5. SITE IS NOT WITHIN AN A.C.E.C. (AREA OF CRITICAL ENVIRONMENTAL CONCERN).
6. SITE IS NOT WITHIN AN AREA OF ESTIMATED HABITAT OF RARE WILDLIFE PER NHESP MAP AUGUST 1, 2017 "ESTIMATED HABITATS OF RARE WILDLIFE" FOR USE WITH THE MA WETLANDS PROTECTION ACT REGULATIONS (310 CMR 10)."
7. SITE DOES NOT CONTAIN A CERTIFIED VERNAL POOL PER NHESP MAP AUGUST 1, 2017 "CERTIFIED VERNAL POOLS."
8. SITE IS NOT WITHIN A PRIORITY HABITAT PER NHESP MAP AUGUST 1, 2017 "PRIORITY HABITATS OF RARE SPECIES" FOR SPECIES UNDER THE MASSACHUSETTS ENDANGERED SPECIES ACT, REGULATIONS (321 CMR10).
9. SITE IS NOT WITHIN A STATE APPROVED ZONE II GROUND WATER RECHARGE PROTECTION AREA

FLOOD NOTE:
BY GRAPHIC PLOTTING ONLY, THIS PROPERTY IS LOCATED IN ZONE "X" AND ZONE "AE" OF THE FLOOD INSURANCE RATE MAP, AS SHOWN ON COMMUNITY MAP No. 25021C0139E, WHICH BEARS AN EFFECTIVE DATE OF JULY 17, 2012, AND A PORTION OF THIS PROPERTY IS IN A SPECIAL FLOOD HAZARD AREA.

[illegible]

METROWEST Collaborative Development, Inc.
79 Chapel Street, Newton, MA 02458
617.923.3505
Jennifer Van Campen



Meander Studio Collaborative Design
60 Caldwell Road
Waltham, MA 02453
617-283-3241

CBA Landscape
24 Thorndike Street
Cambridge MA 02141
617.945.9760
Clara Batchelor

Garcia Goluska and De Sousa
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Hanover, MA 02339
8-781.826.9200
Dana Altobello

Project

Glen Brook Way - Ph 2

Title	EXISTING CONDITIONS
-------	------------------------

Designed

Checked

F

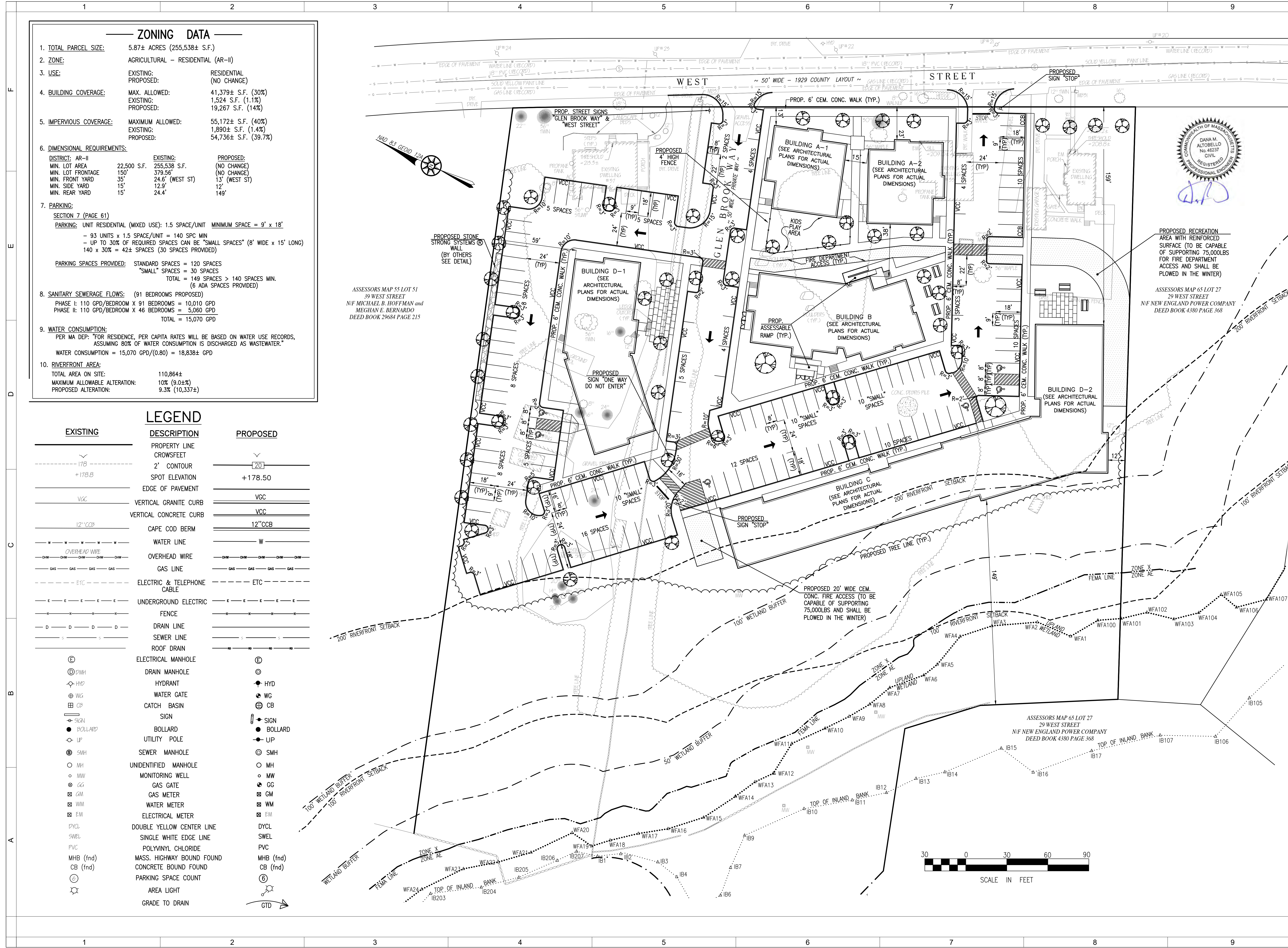
Project NO. **1**

Scale

wing No.

C10

07.05.18



ZONING DATA

1. TOTAL PARCEL SIZE:

5.87± ACRES (255,538± S.F.)

2. ZONE:

AGRICULTURAL – RESIDENTIAL (AR-II)

3. USE:

EXISTING: RESIDENTIAL
PROPOSED: (NO CHANGE)

4. BUILDING COVERAGE:

MAX. ALLOWED: 41,379± S.F. (30%)
EXISTING: 1,524 S.F. (1.1%)
PROPOSED: 19,267 S.F. (14%)

5. IMPERVIOUS COVERAGE:

MAXIMUM ALLOWED: 55,172± S.F. (40%)
EXISTING: 1,890± S.F. (1.4%)
PROPOSED: 54,736± S.F. (39.7%)

6. DIMENSIONAL REQUIREMENTS:

DISTRICT: AR-II	EXISTING:	PROPOSED:
MIN. LOT AREA	22,500 S.F.	255,538 S.F.
MIN. LOT FRONTAGE	150'	379.56'
MIN. FRONT YARD	35'	24.6' (WEST ST)
MIN. SIDE YARD	15'	12.9'
MIN. REAR YARD	15'	24.4'

7. PARKING:

SECTION 7 (PAGE 61)

PARKING:

UNIT RESIDENTIAL (MIXED USE): 1.5 SPACE/UNIT MINIMUM SPACE = 9' x 18'

- 93 UNITS x 1.5 SPACE/UNIT = 140 SPC MIN

- UP TO 30% OF REQUIRED SPACES CAN BE "SMALL SPACES" (8' WIDE x 15' LONG)

140 x 30% = 42± SPACES (30 SPACES PROVIDED)

PARKING SPACES PROVIDED:

STANDARD SPACES = 120 SPACES

"SMALL" SPACES = 30 SPACES

TOTAL = 149 SPACES > 140 SPACES MIN.

(6 ADA SPACES PROVIDED)

8. SANITARY SEWERAGE FLOWS:

(91 BEDROOMS PROPOSED)

PHASE I: 110 GPD/BEDROOM x 91 BEDROOMS = 10,010 GPD

PHASE II: 110 GPD/BEDROOM x 46 BEDROOMS = 5,060 GPD

TOTAL = 15,070 GPD

9. WATER CONSUMPTION:

PER MA DEP: FOR RESIDENCE, PER CAPITA RATES WILL BE BASED ON WATER USE RECORDS, ASSUMING 80% OF WATER CONSUMPTION IS DISCHARGED AS WASTEWATER.

WATER CONSUMPTION = 15,070 GPD/(0.80) = 18,838± GPD

10. RIVERFRONT AREA:

TOTAL AREA ON SITE: 110,864±

MAXIMUM ALLOWABLE ALTERATION: 10% (9.0±%)

PROPOSED ALTERATION: 9.3% (10,337±)

EXISTING	DESCRIPTION	PROPOSED
	PROPERTY LINE	
	CROWSFEET	
	2' CONTOUR	
	SPOT ELEVATION	
	EDGE OF PAVEMENT	
	VERTICAL GRANITE CURB	
	VERTICAL CONCRETE CURB	
	CAPE COD BERM	
	WATER LINE	
	OVERHEAD WIRE	
	GAS LINE	
	ELECTRIC & TELEPHONE CABLE	
	UNDERGROUND ELECTRIC	
	FENCE	
	DRAIN LINE	
	SEWER LINE	
	ROOF DRAIN	
	ELECTRICAL MANHOLE	
	DRAIN MANHOLE	
	HYDRANT	
	WATER GATE	
	CATCH BASIN	
	SIGN	
	BOLLARD	
	UTILITY POLE	
	SEWER MANHOLE	
	UNIDENTIFIED MANHOLE	
	MONITORING WELL	
	GAS GATE	
	GAS METER	
	WATER METER	
	ELECTRICAL METER	
	DOUBLE YELLOW CENTER LINE	
	SINGLE WHITE EDGE LINE	
	POLYVINYL CHLORIDE	
	MASS. HIGHWAY BOUND FOUND	
	CONCRETE BOUND FOUND	
	PARKING SPACE COUNT	
	AREA LIGHT	
	GRADE TO DRAIN	



PROPOSED RECREATION AREA WITH REINFORCED SURFACE (TO BE CAPABLE OF SUPPORTING 75,000LBS FOR FIRE DEPARTMENT ACCESS AND SHALL BE PLOWED IN THE WINTER)

ASSESSORS MAP 65 LOT 27
29 WEST STREET
N/E NEW ENGLAND POWER COMPANY
DEED BOOK 4380 PAGE 368

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Date	
Revision/Submission	
No.	

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Jennifer Van Campen

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60 Caldwell Road
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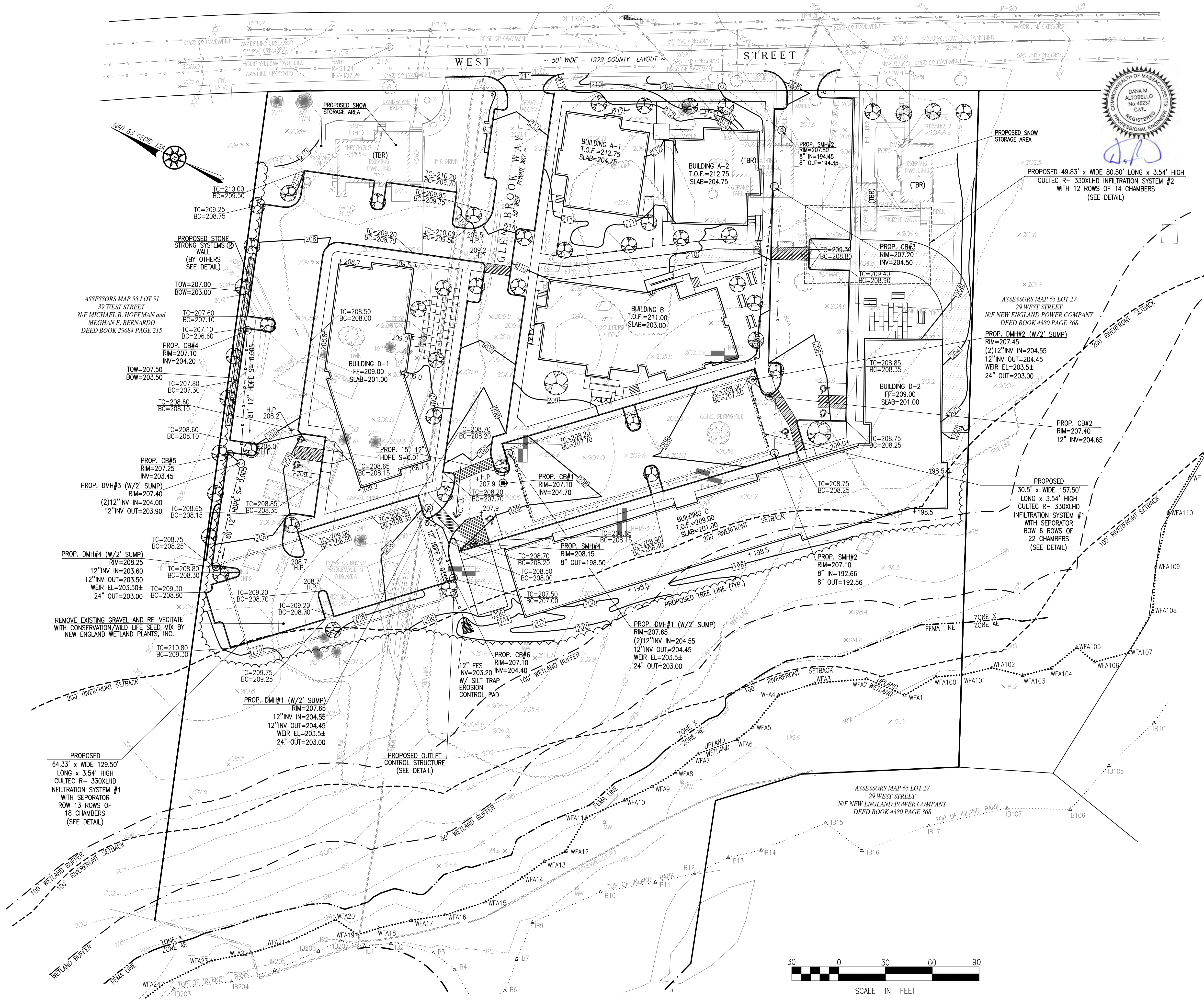
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Project		Glen Brook Way - Ph 2	
Title		Civil Site Layout	
Designed	DA	Drawing No.	C201
Checked	PGP		
Project No.	16-064	Scale	
Scale	AS-NOTED		
Date	07.05.18		

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Date	
Revision/Submission	
No.	

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meander
Studio
collaborative design

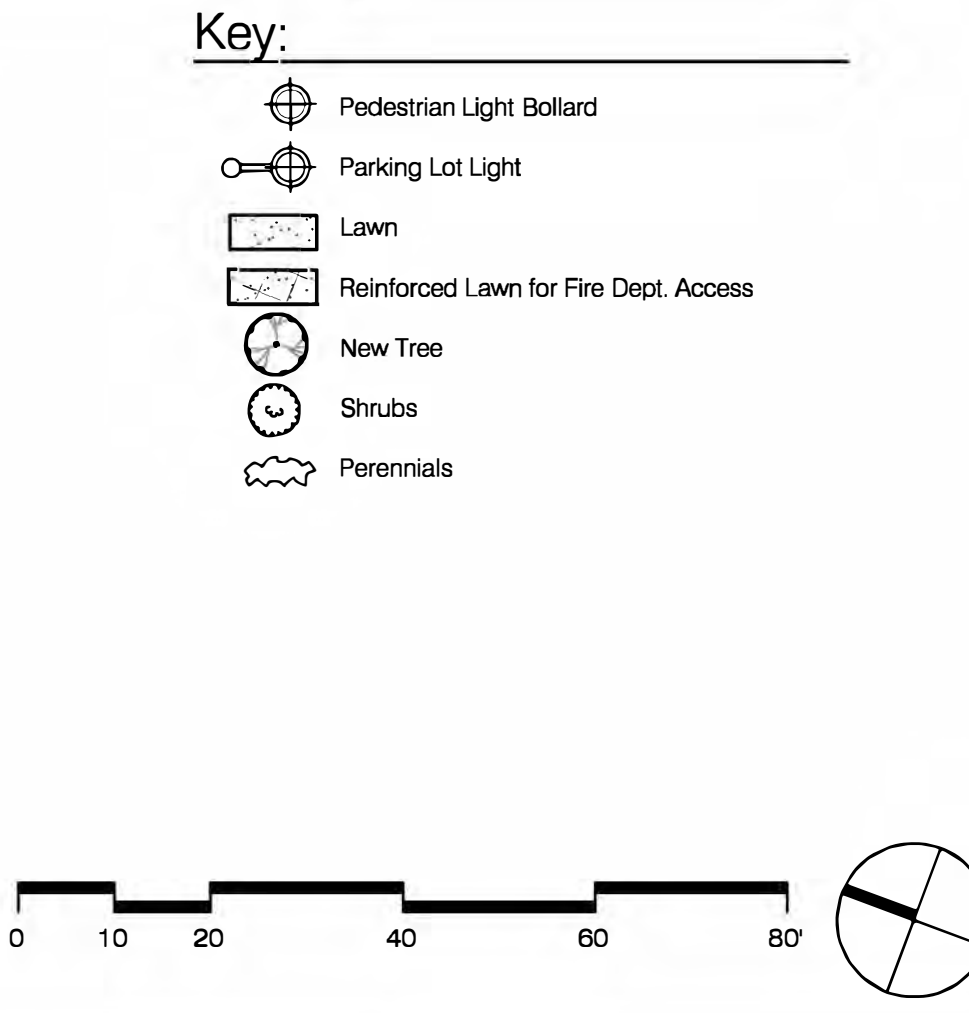
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Project		Glen Brook Way - Ph 2	
Title		GRADING & UTILITIES	
Designed	DA	Drawing No.	C202
Checked	PGP		
Project No.	16-064		
Scale	AS-NOTED		
Date	07.05.18		



Designed	Drawing No.
Checked	
Project No.	L 1
Scale	
1"=20'	
Date	
07.02.18	

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