

**June 27, 2017
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	X	X	X	X

ALSO PRESENT:

Gino Carlucci, PGC Associates
Steve Bouley, Tetra Tech
Amy Sutherland, Recording Secretary

The Chairman opened the meeting at 7:01pm and asked for a motion to go into executive session to discuss Pine Ridge/Candlewood.

On a motion made by Matt Hayes and seconded by Bob Tucker, the Board voted by roll call vote to go into executive session on for Exemption 3: to discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares. Pertains to default and bond seizure for the Pine Ridge, Candlewood and Island Road residential developments and will return to open session.

Roll Call Vote:

Tom Gay	aye
Bob Tucker	aye
Matt Hayes	aye
Rich Di Iulio	aye
Andy Rodenhiser	aye

The Board came out of executive session and entered open session at 7:19 pm.

Public Hearing Continuation - Pine Ridge/Candlewood Bond Seizure:

The Chairman opened the continued public hearing for Pine Ridge/Candlewood.

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

- Mullins Rule Certification for Tom Gay for his absence from the 5/9/17 hearing.
- Public hearing continuation notice.

The Chairman indicated that the Board just came out of executive session to reach resolution on the Pine Ridge/Candlewood bond seizure. The Town Administrator along with the Fire Department, DPS and PEDB have been working extremely hard at finding a resolution which best benefits the residents of this subdivision. The residents were provided with a copy of the letter from Attorney Bill Sack on behalf of developer John Claffey. **(See Attached)**.

Rick Mahoney – 2 Ridge Drive:

Mr. Mahoney asked, why do we need another fire vehicle for \$48,000? The Town currently has 6 vehicles, which can make it down the path if need be. This vehicle would be purchased on the back of the residents of Pine Ridge. It seems like a money grab by the fire department. The Town had a responsibility that the developer construct this properly. Mr. Mahoney also wanted to know who would make sure the pathway is wide enough.

The Chairman responded that he cannot guess about the needs of the Fire Chief. It has been indicated that this type of vehicle could be used and this is the recommendation. This emergency access was never intended to be a public way.

The Town Administrator responded that the Town is attempting to make the best of an unpleasant situation. There are not enough funds to do a connecting safety road. The town will keep the path clear and open.

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

On a motion made by Matt Hayes and seconded by Rich Di Iulio, the Planning and Economic Development Board voted to accept the scope of work to be performed to finalize the Pine Ridge and Candlewood developments as proposed by Attorney William Sack on behalf of project developer Pine Ridge Drive, LLC (John Claffey) and Clafco Builders Corporation (John Claffey) dated June 23, 2017, and pursuant to the request of the developer and Clafco Builders Corporation, to further approve the immediate release of \$48,000 in surety funds to the Town of Medway for the purpose of providing the Fire Department with a vehicle the Chief deems appropriate to satisfy the intent of condition #3 on the approved “Certificate of Action –Pine Ridge Open Space Definitive Subdivision Plan”, and further pursuant to the request of the developer and Clafco Builders Corporation, to approve the immediate release of \$5,000 to the Town of Medway for repairs to sidewalks on Candlewood Drive as may be deemed necessary by the Director of Public Services.

Paul Revere Plan Review Price:

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

- Price quote from PGC Associates dated 6-20-17 for \$1,092.50
- Price quote from Tetra Tech dated 6-21-17 for \$6,825.00

On a motion made by Tom Gay and seconded by Matt Hayes, the Board voted unanimously to accept the price estimates as presented for plan review services for the Paul Revere Estates Definitive Subdivision Plan.

Appointments to Economic Development Committee:

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

- June 21, 2017 memo from Susy Affleck Childs with resumes of three candidates and her recommendation to appoint them to the Economic Development Committee.

On a motion made by Matt Hayes and seconded by Rich Di Iulio, the Board voted unanimously to appoint Deanna Doughty, Jennifer Kendell and Anthony Varrichione to the EDC through June 30, 2019.

Hopping Brook Subdivision

The Board is in receipt of the following documents:

- Confidential email from Town Counsel dated June 21, 2017 – NOT INCLUDED
- Draft lot release for Lot 1 (33 West Street) (**See Attached**)

On a motion made by Tom Gay and seconded by Matt Hayes, the Board voted unanimously to rescind its prior vote on May 2, 2017 to rescind its approval of the Hopping Brook Subdivision and instead to Release Lot 1 (33 West Street) from the subdivision covenant and sign the partial release.

Consultant Report:

Consultant Carlucci indicated that SWAP will be taking the summer off and will reconvene in the summer.

Public Hearing Continuation - Merrimack Building Supply:

The Chairman opened the continued public hearing.

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

- Public Hearing Continuation Notice.
- Guerriere and Halnon letter dated June 19, 2017.
- Revised site plan dated June 15, 2017.
- Tetra Tech review letter dated June 21, 2017
- Letter dated June 19, 2017 from Fire Chief Lynch
- Mullin Rule Certification – Bob Tucker from the May 23, 2017 hearing
- Mullin Rule Certification – Tom Gay from the May 23, 2017 hearing
- Draft site plan/special permit decision dated June 25, 2017

Board members Tom Gay and Bob Tucker have each submitted a Mullins Rule Certification for the May 23, 2017 hearing and those were entered into the record.

The members are in receipt of a draft decision. The decision was forwarded to Gino Carlucci, Steve Bouley, and Bridget Graziano to ask for recommendations on additional conditions related to the groundwater special permit. The recommendations from the consultant were added into the draft decision.

The applicant reviewed the conditions and responded that it will be impossible to cover the metal materials. Consultant Carlucci commented that some type of tarp would work, there cannot be leaching of metal into the groundwater.

The applicant is comfortable with the other conditions.

The letter from the Design Review Committee will be incorporated. There are still questions about the screening and the wall.

On a motion made by Bob Tucker and seconded by Matt Hayes, the Board voted unanimously to continue the hearing to July 11, 2017 at 7:05 pm.

Village Estates:

The Board was presented with a copy of a plan submitted by Mr. Santoro. (**See Attached**) There is still not agreement about the location of the sewer line. The Sewer Department has reviewed the plan. The concern is the proximity of the line to the abutters.

The Chairman communicated that at the last meeting, it was discussed to have the line go on the other side of the property. If there is a modification to the subdivision plan, an application needs to be submitted.

Member Gay noted that there is discrepancy with the drawings which have been presented.

Mr. Santoro explained that when this was first proposed, the Sewer Department had a moratorium on the sewer being extended down Village Street. He also noted that he went to the DPS last week and asked for a letter explaining what we had discussed.

Resident and abutter Wayne Brundage explained that he put in the manhole at 87 Village Street. He showed a plan which referenced this. There is a 6 inch line with many bends.

The Board suggested that Mr. Santoro fill out an application to modify the subdivision plan to show the proposed sewer extension route.

Millstone ARCPUD Bond Reduction

The Board is in receipt of an email from developer Steve Venincasa requesting consideration of the bond reduction. (**See Attached**) Consultant Steve Bouley sent an email which included an updated estimate including costs for stormwater maintenance and development of the trail. There was a meeting with Jim Wieler about the footpath, parking area and open space. This will need to be a substantial wetland crossing/boardwalk for the trail route. The Trail Task Force is willing to work with Mr. Venincasa. There was discussion about if the trail standards were in place when this was approved. Steve Bouley will reach out the Millstone representative about the footpath/boardwalk. The Board needs clarity about what is being held in the two separate bonds for phase one and phase two. The Board has always stayed true to not reducing below the \$40,000.00. Phase one still needs stormwater management on site.

Construction Reports

The Haven Subdivision

The drainage is in and there was an issue with the erosion control at the construction entrance which has been addressed.

Cumberland Farms:

The pine trees along Rt.109 will need to be addressed. The trees were replaced but are not surviving. This will be addressed in September.

Applegate Subdivision – Request for Lot Release

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

- Email request from developer Ralph Costello for a lot release for 65 Ellis Street
- Series of email communications between Susy Affleck-Childs and Ralph Costello
- Lot Release for 65 Ellis Street
- Tetra Tech bond estimate dated 9-29-15
- Sheet 2 of Applegate Definitive Subdivision Plan
- Construction Series Account report dated 6-25-17
- 6/21/17 Tetra Tech estimate for additional construction services

Steve Bouley indicated that the drainage is working fine but the applicant will have to clean the system at the end of the project. There is no point to clean it now. The sidewalk on Coffee Street is not done, but there is some money in the bond to address this. The Board discussed having the applicant replenish the construction account. The current balance is \$4,317.80. An estimate from Tetra Tech was provided at \$6,930.00.

Steve Bouley is not sure that the numbers are the current updated numbers.

The Board is fine releasing the lot with the contingency that the Construction invoices are paid prior to release.

On a motion made by Matt Hayes and seconded by Rich Di Iulio, the Board voted unanimously to release Lot 7 (65 Ellis Street) only after the invoice for \$6,930.00 is paid with \$2,612.00 being invoiced to the applicant for construction account. This needs to be done prior to release.

Adjourn

On a motion made by Tom Gay and seconded by Matt Hayes, the Board voted unanimously to adjourn the meeting.

The meeting was adjourned at 9:12 pm.

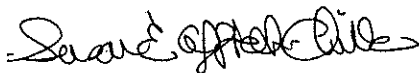
Respectfully Submitted,

Amy Sutherland



Recording Secretary

Reviewed and edited by,



Susan E. Affleck-Childs
Planning and Economic Development Coordinator

Town of Medway, Massachusetts

CERTIFICATION
PURSUANT TO G. L. c. 39, SECTION 23D
OF PARTICIPATION IN A SESSION OF AN
ADJUDCATORY HEARING
WHERE THE UNDERSIGNED MEMBER MISSED
A SINGLE HEARING SESSION

Note: This form can only be used for missing one single public hearing session.
This cannot be used for missing more than one hearing session.

I, THOMAS GAY (name), hereby certify under the pains and penalties of perjury as follows:

1. I am a member of PLANNING & ECONOMIC DEVELOPMENT BD
2. I missed a public hearing session on the matter of
PINE RIDGE/CANDLEWOOD PROJECT COMPLETION
which was held on MAY 9TH, 2017
3. I have reviewed all the evidence introduced at the hearing session that I missed which included a review of (initial which one(s) applicable):
 - a. — audio recording of the missed hearing session; or
 - b. ✓ video recording of the missed hearing session; or
 - c. ✓ a transcript of the missed hearing session.

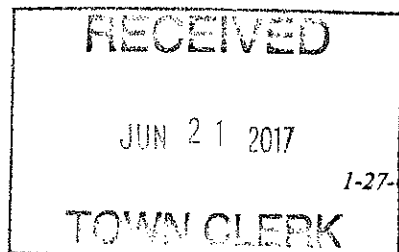
This certification shall become a part of the record of the proceedings in the above matter.

Signed under the pains and penalties of perjury this 12TH day of JUNE, 2017.

[Signature]
Signature of Board Member

Received as part of the record of the above matter:

Date: June 13, 2017
By: [Signature]
Position: Planning & Economic Development Coordinator





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

RECEIVED

JUN 15 2017

TOWN CLERK

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

MEMORANDUM

June 15, 2017

TO: Maryjane White, Town Clerk
Town of Medway Departments, Boards and Committees

FROM: Susy Affleck-Childs, Planning & Economic Development Coordinator

RE: **Public Hearing Continuation: Pine Ridge and Candlewood default and bond seizure**
CONTINUATION DATE: Tuesday, June 27, 2017 at 7:15 p.m.
LOCATION: Medway Town Hall – Sanford Hall, 155 Village Street

At its meeting on June 13, 2017 the Planning and Economic Development Board voted to continue the public hearing regarding the default and bond seizure for the Pine Ridge and Candlewood developments to Tuesday, June 27, 2017 at 7:15 p.m. in Sanford Hall at Medway Town Hall, 155 Village Street.

The purpose of the hearing is to hear testimony so that the Board may determine whether the developer of the Pine Ridge Open Space Residential Development (OSRD) is in default for failure to complete the construction of ways and installation of utilities and services and the required off-site improvements in accordance with the Pine Ridge OSRD Special Permit, the associated Definitive Plan Certificate of Approval, the definitive plan and the Medway *Subdivision Rules and Regulations*. The Board will also determine whether it should take the sureties for the Pine Ridge OSRD and the adjacent Candlewood subdivision that are being held with Charles River Bank of Medway, MA in order to complete the unfinished on-site and off-site work as specified in the Pine Ridge decisions and plan.

Pine Ridge is a twenty unit, townhouse condominium development located off of Candlewood Drive which is off of Farm Street. The development was authorized by a special permit issued by the Planning and Economic Development Board in December 2005.

The developer, John Claffey, has been notified of the public hearing. The general public and abutters are invited to attend. All parties will be given an opportunity to comment and ask questions.

Please contact me if you have any questions. Thanks.

JEPSKY & SACK
ATTORNEYS AT LAW

WILLIAM D. SACK
ANDREW S. JEPSKY
KATHLEEN A. ELIA

1000 FRANKLIN VILLAGE DRIVE
SUITE 102
THE EXECUTIVE CENTER
FRANKLIN, MA 02038
TEL: (508) 520-3300
FAX: (508) 528-6069
EMAIL: closings@jepskysack.com

June 23, 2017

Town of Medway
Planning and Economic Development Board
155 Village Street
Medway, MA 02053

RE: Pine Ridge and Candlewood Drive Sureties

Dear Board Members:

This letter shall serve as a request for a modification of the original terms and conditions of the release of two surety accounts regarding the above-referenced property.

This proposed modification is based on the June 6, 2017 letter to the Medway Planning & Economic Development Board from David D'Amico, Director of the Department of Public Services, attached hereto, and final quotes for the cost of all work set forth in the revised punch list attached to said letter. The proposal also reflects the fact that the Fire Department at this time, approximately eleven years after approval of the Pine Ridge OSRD plan, now prefers the acquisition of a fire vehicle over completion of the emergency access connection, because the emergency access connection, if completed as originally designed, will no longer support the newer, heavier fire vehicles. This proposal also includes the preparation of as-built plans and a large contribution by Developer, Pine Ridge Drive, LLC, (hereinafter referred to as "Pine Ridge") over the surety amount held by the Town.

Pine Ridge will cause the work detailed below to be completed in a professional, workmanlike manner by the subcontractors listed on or before August 31, 2017, weather permitting and barring unforeseen circumstances or the occurrence of a force majeure that may result in a delay.

No funds shall be released to Pine Ridge from the surety accounts until such time as all work detailed below is completed to the satisfaction of the Department of Public Services. However, the sum of \$53,000.00 may be released from the surety accounts to the Town of Medway forthwith upon approval of this modification as follows:

1. \$48,000.00 for the purchase of a fire vehicle; and
2. \$5,000.00 as a contribution to a sidewalk fund.

Upon approval of the work by the Department of Public Services, the Planning and Economic Development Board shall vote and shall release the remaining balance of the surety accounts to Pine Ridge or nominee. Pine Ridge shall cause the following work to be completed at its sole cost and expense:

CANDLEWOOD DRIVE, ISLAND ROAD AND DETENTION BASIN

Vin Boczanowski	(Complete DPS punch list, except for crack seal roads and sidewalks, and mill & overlay trenches 1-8 as covered by the Lorusso work, and shall also excludes as-built plans)	\$ 8,200.00
Vin Boczanowski	(Complete work in Detention Basin)	\$ 9,000.00
Lorusso Corporation	(see invoice for description of work)	\$14,975.00
Contingency for cost overrun		\$ 1,000.00
McClure Engineering	(as built plans)	<u>\$ 4,050.00</u>
TOTAL		\$37,225.00

PINE RIDGE

Vin Boczanowski	(re-clear walking path and post markers per letter from consulting engineer)	\$ 1,000.00
The Line Smith	(striping per letter from consulting engineer)	\$ 100.00
McClure Engineering	(as built plans)	<u>\$ 6,725.00</u>
TOTAL		\$ 7,825.00

TOTAL FOR WORK **\$43,500.00**

TOTAL SURETY AMOUNT HELD BY TOWN OF MEDWAY **\$79,067.97**

LESS \$53,000 TO BE RETAINED & EXPENDED BY TOWN PER ABOVE ITEMS:
 (Remaining Balance Due to Pine Ridge or nominee (approximately \$26,067.97) Upon Completion and Town Approval of Work Contained As Stipulated Herein.)

Upon approval of the above-referenced work by the DPS and final release by the Planning Board, all enforcement action by the Town against Pine Ridge and Mr. John Claffey will end.

This proposal assumes the following:

1. No additional fees will be assessed to the Applicant (Pine Ridge or Mr. Claffey) for work to be completed under the expired Order of Conditions (DEP #216-0726) and for the filing of a Request for Certificate of Compliance associated with such work in order to close the Order of Conditions

DEP #216-0726. The Conservation Agent agrees to issue an (Amended) Enforcement Order to authorize any unfinished work under DEP #216-0726 and for the removal of organic and non-organic material in jurisdictional areas (as previously cited by the Agent in an Enforcement Order). The work under the (Amended) Enforcement Order will allow for maintenance of the existing stormwater management system as needed. This will include seeding of any disturbed area with an erosion control mix once completed. John Claffey will request a Certificate of Compliance from the Conservation Commission which shall not be unreasonably withheld.

2. The Walking Path on the Open Space Parcel shall be re-cleared. Following inspection by the Planning & Economic Development Board, the Open Space parcel shall be approved for transfer to the Town. No further action shall be required from Pine Ridge except for the execution of a deed in order to transfer said parcel to the Town.

3. Following satisfactory inspection by the Department of Public Services, the Department will recommend acceptance of the roads.

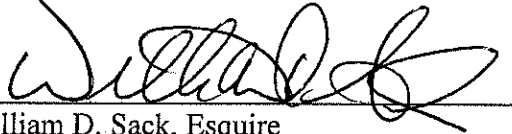
4. No legal fees are to be paid by Pine Ridge or John Claffey.

5. No additional fees are to be paid by Pine Ridge or John Claffey for future inspections.

6. The "as built" plans to be prepared by McClure Engineering will be final upon submittal.

We believe that this proposal represents the best outcome for the Town and the local residents for an admittedly not ideal situation. We sincerely hope that you share our opinion and that this request for a modification will be granted. Please do not hesitate to contact our office should you have any questions or concerns.

Very truly yours,
Pine Ridge Drive, LLC
By Its Attorney:



William D. Sack, Esquire
Jepsky & Sack
1000 Franklin Village Drive
Suite 102
Franklin, MA 02038

Pine Ridge Drive, LLC hereby accepts the terms and conditions of the work to be performed herein and further assents to the release of the monies held in the Town of Medway surety account pursuant to the terms and conditions contained herein.

Date: _____

Pine Ridge Drive, LLC
By:

John F. Claffey, Manager

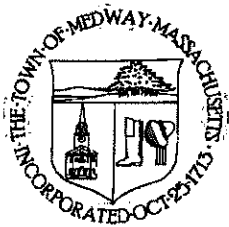
Clafco Builders Corporation hereby assents to the release of the monies held in the Town of Medway surety account pursuant to the terms and conditions contained herein.

Date: _____

Clafco Builders Corporation

By:

John F. Claffey, President & Treasurer



TOWN OF MEDWAY
DEPARTMENT OF PUBLIC SERVICES
MEDWAY, MASSACHUSETTS

*Entrusted To
Manage The
Public
Infrastructure*

DAVID D'AMICO
DIRECTOR

BARRY SMITH
DEPUTY DIRECTOR

To: Medway Planning & Economical Development Board

Date: June 6, 2017

Subject: Candlewood Dr. & Island Rd. Punch List / Acceptance

Department of Public Services staff have been working in conjunction with Mr. Claffey and Mr. Yorkis on the above subject roadways. The goal has been to identify the key elements that need to be completed for the Town to accept the roads. This is not intended to be a comprehensive list as would be required for a new development. Instead, we seek to determine those items that will stabilize the roads and associated infrastructure and allow them to operate properly for another decade or more without major incident. In the case of Candlewood Dr. and Island Rd., we believe this to be a prudent course of action.

Attached is a revised punch list that we feel, if completed this year, will meet the stated objective. Also included are some marked up plans and photos to help define the scope of work. The Department would expect to continue to work with the developer and his contractors for inspections and approvals, as needed, as the work progresses. Should the work be completed to the satisfaction of the Department and in a timely manner, we would recommend that both roads be accepted by the Town. Such a recommendation, as always, would merely be in connection with the road construction and not encompass any other aspect of the street acceptance process.

Please let me know if this meets with your satisfaction or if you would like to proceed in any other manner.

Sincerely,

David D'Amico, Director

xc: John Claffey, Developer
Paul Yorkis, Developer's Representative
Michael Boynton, Town Administrator
Stephanie Mercandetti, Economic Development Director
Barry Smith, DPS Deputy Director
Jack Tucker, Highway Superintendent

HIGHWAY - WATER - SEWER - FLEET - PARKS - FACILITIES - SOLID WASTE

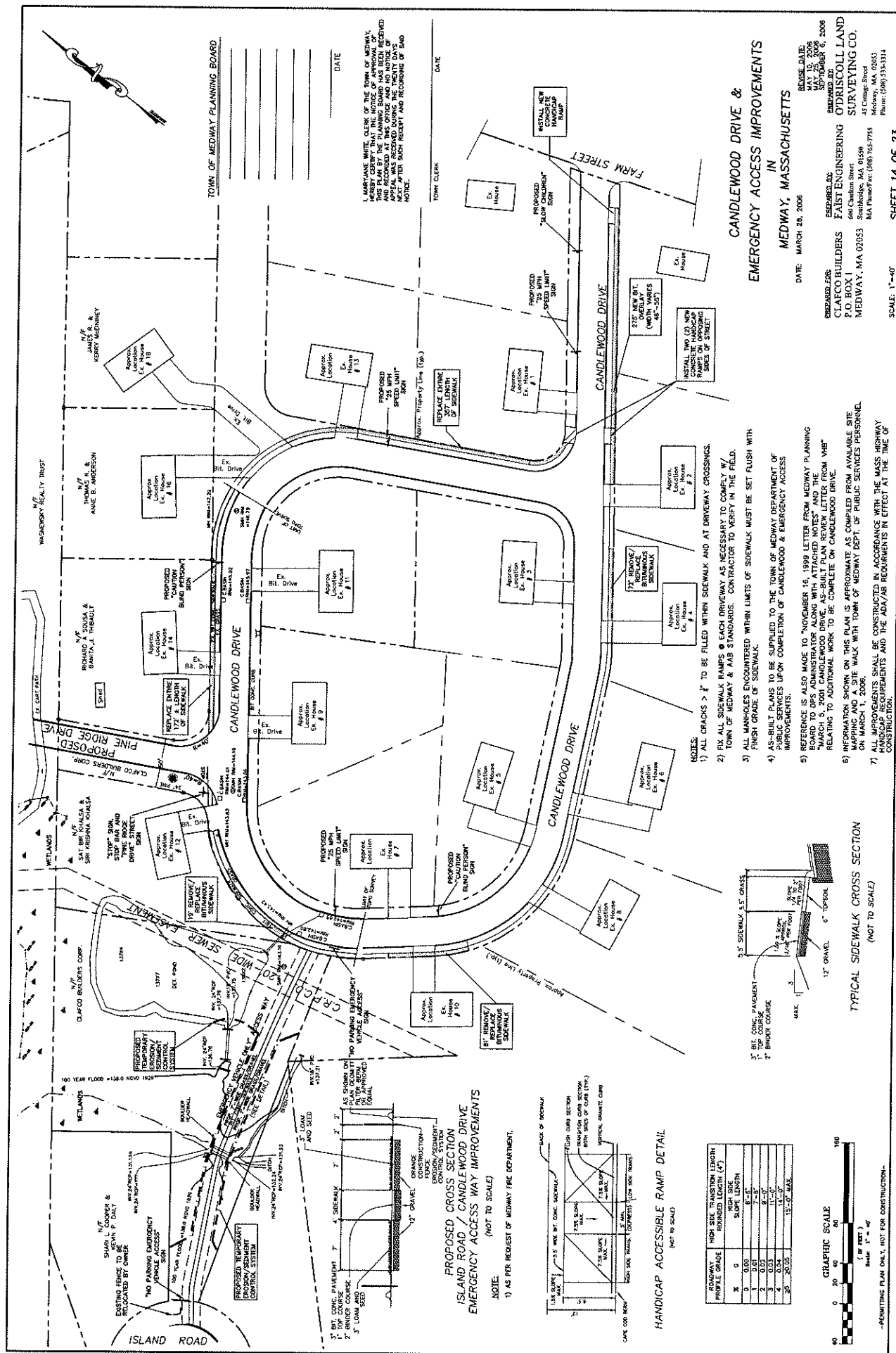
TOWN OFFICES | 45B HOLLISTON STREET | MEDWAY, MASSACHUSETTS 02053 | TEL 508-533-3275

Candlewood Drive Street Acceptance Improvements

- Crack seal road surface throughout road limits.
- Podge bricks of Catch Basin structures. (Catch Basin numbers 1,2,5,8,9*,12,13,16)
*Cement outside of frame
- Fill & Patch Sinkhole
- Mill & overlay cross trenches. (Numbers 1-8)
- Podge lift holes (Catch Basin 16)
- Build Invert on Drain 2.
- Cement around pipes (Drain 8, Catch Basins 13,15)
 - Note: Cellar drains into Catch Basins 10,11,13 & Drain 11
 - Note: Surveyor to plot all utilities on plan, as built.

Island Road Street Acceptance Improvements

- Cement podge Catch Basin collar (Catch Basins 1,2, Drain 1)
- Cement pipe connections (Catch Basins 1,2, Drain 1)
- Podge entire structure (Catch Basin 3)
- Crack seal entire street and sidewalks.
- Replace sewer covers with covers that say "SEWER" (Sewers 1,2,4)
- Replace street sign.



Candlewood Drive



Candlewood Drains

- ◆ Drain 1
- ◆ Drain 2
- ◆ Drain 3
- ◆ Drain 4
- ◆ Drain 5
- ◆ Drain 6
- ◆ Drain 7
- ◆ Drain 8
- ◆ Drain 9
- ◆ Drain 10
- ◆ Drain 11

Candlewood Trenches

- ℒ Trench 1
- ℒ Trench 2
- ℒ Trench 3
- ℒ Trench 4
- ℒ Trench 5
- ℒ Trench 6
- ℒ Trench 7
- ℒ Trench 8

Candlewood Sidewalk Patch

- ℒ Patch 1
- ℒ Patch 2
- ℒ Patch 3
- ℒ Patch 4
- ℒ Patch 5
- ℒ Patch 6

[illegible]

☆ Sinkhole

Rep data ©2016 Google, Imagery ©2016 DigitalGlobe, PlusGIS, Commonwealth of Massachusetts ES&A

An aerial photograph of a residential neighborhood. A road, labeled 'Village St' in multiple locations, runs diagonally from the bottom left towards the top right. On the left side of the road, there are several houses and a large, light-colored building. On the right side, there are more houses and a building marked with a white star. The surrounding area is filled with trees and greenery. The image is oriented horizontally on the page.

Basin 3

 Sewer 4

☆ Street Sign

VIN BOCZANOWSKI

Construction- Excavating

17 Highland St.

Medway Ma. 02053

(508-533-2152) (CELL 580-735-5002)

5/5/17-----

est;

PINE RIDGE LLC

PO BOX 1

MEDWAY MA 02053

jobsite;

CANDLEWOOD DR.

ISLAND RD.

SCOPE OF WORK; SEE ATTACHED SHEET AS PER TOWN OF MEDWAY

COMPLETE LIST EXCEPT FOLLOWING ITEMS TO BE DONE BY OTHERS

- A. AS BUILD PLAN
- B. CRACK SEAL STREET & SIDEWALK
- C. MILL & OVERLAY TRENCHES 1-8

LIST WILL BE COMPLETED FOR THE SUM OF..... \$8,200.00

DETENTION BASIN

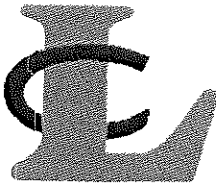
REMOVE & DISPOSE OF BRUSH & GRASS CLIPINGS

CUT & REMOVE TREES IN FLOOR OF BASIN

*SMALL EXCAVATOR WILL BE USED IN BASIN AREA

RE- SEED DISTURBED AREAS..... \$9,000.00

TOTAL..... \$17,200.00



Lorusso Corporation

3 Belcher Street
Plainville, MA 02762
Tel: (508) 695-3252
Fax: (508) 699-0724

To:	Patriot Real Estate	Contact:	Paul Yorkis
Address:	159 Main Street Medway, MA 02053	Phone:	508-533-4321
Project Name:	Candlewood & Island Road - Medway	Bid Number:	
Project Location:	Candlewood Drive & Island Road, Medway, MA	Bid Date:	8/8/2016

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
1	Sawcut/Remove Asphalt/Prep Trench *(9) Gas Trenches On Candlewood *(1) 20x20 Patch On Island Road *(1) 5x5 Patch On Curb Line Of Island Road	250.00	SY	\$29.15	\$7,287.50
2	Asphalt Patching *(9) Candlewood Drive *(2) Island Road	250.00	SY	\$30.75	\$7,687.50

Notes:

- Prices quoted are based on current FOB refinery prices on liquid asphalt. Such quoted prices are NOT guaranteed by the major oil companies and are subject to sudden adjustment during the term of the agreement. The base price of Liquid Asphalt is \$352.50 per liquid ton. Any change in the price of liquid asphalt will require an extra charge of \$ 0.06 per ton for every \$ 1.00 per ton increase in the price of liquid asphalt.
- Estimate based on 1 mobilization(s). For any additional mobilizations, Lorusso Corp will charge at the rate of \$3500.00 each
- This Quote / Proposal-Contract is valid for a period of thirty (30) days and only if executed by an officer or the General Manager of Lorusso Corporation, (hereinafter called "Lorusso Corporation") and credit suitable to Lorusso Corporation is established.
- EXCLUDES; Police, Hot Poured Rubber, Sweeping, Striping, Traffic Control - Safety, Engineering or Lay-out, Adjustment of Structures, Posting, Permits, Testing, Water for Dust Control, material to be used for the Fine Grade operation, Excess Grading Time and additional mobilizations.
- Lorusso Corporation will be given at least two (2) weeks' notice after the surface is fully prepared before commencing its work.
- Lorusso Corporation will not be responsible for defects in the paving resulting from adverse weather conditions or from inadequate design, sub grade, or base conditions.
- Buyer shall bear all losses, damages, and expenses for paving work performed after November 15 or when, despite adverse weather conditions, Buyer has directed Lorusso Corporation to perform work.
- Pricing based on work being completed Monday -Friday 7:30 AM to 3:30 PM
- Project included MA State Sales Tax
- All work after Nov 15th or before April 15th will require a Signed Seasonal Weather Release

Payment Terms:

Terms are net cash due in full within thirty (30) days of invoice. If measurement is necessary and if mutual agreement cannot be reached, measurement by an outside engineer acceptable to Lorusso Corporation shall govern. The charges of such engineer shall be paid forthwith by Buyer. Sales taxes, where applicable, will be charged on labor, material, and/or equipment over and above the contract unit prices. If bills are not paid when due, a carrying charge of 1 % per month will be charged from the due date until date of payment, and Buyer will pay all costs of collection including any charges for materials testing, inspections, surveying, or related engineering services and reasonable attorney's fees.

ACCEPTED: The above prices, specifications and conditions are satisfactory and are hereby accepted. Buyer: _____ Signature: _____ Date of Acceptance: _____	CONFIRMED: Lorusso Corporation Authorized Signature: _____ Estimator: Matt Gannon
---	--

McCLURE

ENGINEERING, INC

PROFESSIONAL SERVICE AGREEMENT

119 Worcester Road
Charlton, MA 01507
T: 508.248.2005
F: 508.248.4887

Client:

Pine Ridge, LLC
Attn: Mr. John Claffey
P.O. Box 1
Medway, MA 02053

Proposal #

177-1396-G

Date

06/02/17

Project #

177-1396-G

Site Information

Candlewood Drive

PWS ID #**Terms**

Per Agreement

PO #**Sub #****Description****Candlewood Drive, Medway MA****"Limited Utility Location As-Built Sketch"**

McClure Engineering, Inc. (McClure) is pleased to provide a Professional Service Agreement (Agreement) to Pine Ridge, LLC (Client). The Agreement was developed at the request of the Client to perform a "limited utility location as-built survey and sketch plan" showing visible utilities located on Candlewood Drive.

The following scope of work is based on our past experience and McClure's 2017 hourly billing rates.

Scope of Work**Fee Estimate****2016 Conservation Permitting Technical Assistance.....\$1,550**

- Candlewood Drive – 2016 Emergency Access Conservation Permit Assistance (O'Driscoll / McClure)

Land Surveying Services.....\$1,400

- 1-Day Limited As-Built Field Work survey to locate Candlewood Drive visible catch basins, manholes and utility boxes.

Candlewood Drive "Limited Utility Location As-Built Plan"\$1,100

- "Candlewood Drive Limited Utility As-Built Sketch Plan" 1 day design/drafting schematic level plan depicting visible utilities and drainage structures and manholes.
- Submittal of Plan to Medway Department of Public Services (DPS).

The total estimated cost to perform the above referenced work.....\$4,050

If you accept the terms of this Agreement, please return a signed copy with a **\$2,000 retainer** payable to McClure Engineering, Inc. at your earliest convenience.

Billing for all professional services will be on an hourly basis and reflect the actual time expended to the project. (See attached Services & Hourly Rates Schedule.)

McCLURE

ENGINEERING, INC

PROFESSIONAL SERVICE AGREEMENT

119 Worcester Road
Charlton, MA 01507
T: 508.248.2005
F: 508.248.4887

Client:

Pine Ridge, LLC
Attn: Mr. John Claffey
P.O. Box 1
Medway, MA 02053

Proposal #

177-1396-G

Date

06/02/17

Project #

177-1396-G

Site Information

Candlewood Drive

PWS ID #**Terms**

Per Agreement

PO #**Sub #****Description****Please note:**

- The Agreement assumes the Client will provide McClure with any site plans/drawings or other pertinent site information to perform Scope of Work.
- The Agreement assumes O'Driscoll Land Surveying Co. Inc. is providing As-Built survey field work and data in CAD format. O'Driscoll Land Surveying Co. Inc. costs are included with this proposal.
- The Agreement does not include any work relating to "Candlewood Drive Emergency Access Improvements" design revisions, permitting, and/or related engineering/survey services.
- The Agreement does not include:
 - Planning Board or Conservation Commission Meetings
 - Conservation Commission Related Permitting and/or Certificate of Compliance Request
 - Candlewood Drive Plan and Profile
 - Plan Revisions
 - Professional Engineer/Surveyor Certifications
 - Mylar copies of As-Built Plans
 - Identifying/depicting underground utility locations
- The Agreement does not include and additional local/state/federal permits which may be required for the proposed work.
- The Agreement does not include any applicable local/state fees that may be associated with the Scope of Work.
- The Agreement does not include copies, printing, and associated postage. These costs will be billed as accrued.
- Any changes in the Scope of Work will be discussed with the Client and approved prior to initiating the work.

McClure anticipates it will take approximately 45-60 days to complete the above Scope of Work upon authorization to proceed.

Thank you,
David T. Faist, P.E.

McCLURE

ENGINEERING, INC

PROFESSIONAL SERVICE AGREEMENT

TERMS AND CONDITIONS

119 Worcester Road
Charlton, MA 01507
T: 508.248.2005
F: 508.248.4887

Client:

Pine Ridge, LLC
Attn: Mr. John Claffey
P.O. Box 1
Medway, MA 02053

Proposal #

177-1396-G

Date

06/02/17

Project #

177-1396-G

Site Information

Candlewood Drive

PWS ID #**Terms**

Per Agreement

PO #**Sub #****Description**

ESTIMATED COMPLETION DATE: McClure Engineering, Inc. is prepared to commence work upon receipt of this signed agreement. In the event that the Engineer is obstructed or delayed in the completion of said services by any act of the Client or the Client's agents or by any act beyond the control of the Engineer including, but not limited to, inclement weather, illness, strikes, failure of equipment, unanticipated degree of difficulty encountered in performing said services, or delay created within or by approving agencies, then the time herein fixed for the completion of the services shall be extended for a period of time equivalent of the time lost by reason of any or all of the aforementioned causes.

TERMINATION: This agreement may be terminated by either party upon five (5) days written notice in the event of persistent failures of performance of material terms and conditions of this Agreement by the other party through no fault of the terminating party. The Engineer shall then be paid for the services completed up to the time of the termination date based upon the above-described fees.

OWNERSHIP of DOCUMENTS: All documents, including original drawings, estimates, specifications, field notes and data are and shall remain the sole and exclusive property of McClure Engineering, Inc. as instruments of service. The Client may, at his expense, obtain record prints of drawings, in consideration of which the Client will use them solely in connection with the above-described project and not for the purpose of making subsequent extensions or enlargements thereto.

PAYMENT: Unless otherwise specified in this Agreement, payment for the above-described services shall be due within thirty (30) days from the date of the first billing. In the event that said account is unpaid after the thirtieth day subsequent to the date of the first billing, the Client shall be subject to a monthly service charge of (1% - 1 1/2 %) on the then unpaid balance (12% - 18% true annual rate). In the event that any portion of all of this account remains unpaid ninety (90) days subsequent to the first billing date, the Client shall pay all costs of collection including reasonable attorney's fees.

AMENDMENT of AGREEMENT: This Agreement may be amended only in writing signed by the Client and Engineer.

APPLICABLE LAW: Unless otherwise specified, this Agreement shall be governed by the laws of the Commonwealth of Massachusetts.

McCLURE

ENGINEERING, INC

PROFESSIONAL SERVICE AGREEMENT

119 Worcester Road
Charlton, MA 01507
T: 508.248.2005
F: 508.248.4887

Client:

Pine Ridge, LLC
Attn: Mr. John Claffey
P.O. Box 1
Medway, MA 02053

Proposal #

177-1396-G

Date

06/02/17

Project #	Site Information	PWS ID #	Terms	PO #	Sub #
177-1396-G	Candlewood Drive		Per Agreement		

Description

Services and Hourly Rates

Professional Engineer	\$140.00
Senior Project Engineer	\$130.00
Project Management	\$85.00
Drafting/Design	\$85.00
Project Engineer	\$75.00
Certified Operator	\$75.00
Environmental Scientist	\$60.00
Survey Crew	\$150.00
Administration	\$50.00

Expenses Not Included in Agreements

(To be paid directly to Town/State, or reimbursed to McClure Engineering, Inc.)

Permit/Filing Fees to Town Engineering Reviews if Required Inspection Fees Wetland Scientists & Other Subcontractors	Permit/Filing Fees to State Laboratory Testing Printing/Postage Field Supplies
---	---

ACCEPTED: The above price, specifications and conditions are satisfactory and are hereby accepted. McClure Engineering, Inc. is authorized to do the work as specified above.

Client Authorized Signature

Date

McClure Engineering, Inc.

Date

Client Information Section

(Please Complete All Information)

Contact Name:	Contact Phone:
Mailing Address:	Fax:
	E-Mail:
City, State, Zip:	Alternate Phone:

McCLURE

ENGINEERING, INC

PROFESSIONAL SERVICE AGREEMENT

119 Worcester Road
Charlton, MA 01507
T: 508.248.2005
F: 508.248.4887

Client:

Pine Ridge, LLC
Attn: Mr. John Claffey
P.O. Box 1
Medway, MA 02053

Proposal #

177-1396-G

Date

06/02/17

Project #

177-1396-G

Site Information

Village At Pine Ridge

PWS ID #**Terms**

Per Agreement

PO #**Sub #****Description**

**Village at Pine Ridge – Open Space Residential Development (OSRD), Medway, MA
As-Built Plan and Certification (Revised)**

McClure Engineering, Inc. (McClure) is pleased to provide a Professional Service Agreement (Agreement) to Pine Ridge, LLC (Client). The Agreement was developed at the request of the Client to perform as-built engineering services at the Village at Pine Ridge Condominiums subdivision located at Pine Ridge Drive in Medway, MA. The Agreement is revised to include O'Driscoll Land Surveying, Co. professional land surveying costs, and McClure's 2017 hourly billing rates.

Scope of Work:**Fee Estimate**

Phase I – As-Built Land Surveying Services\$1,725

- Village at Pine Ridge – As-Built Field Survey and provide engineer with survey point locations

Phase II – As-Built Plan Drafting and Professional Engineer Certification.....\$5,000

- 2016 Site Visit with Tetra Tech and Provide Copies of Original Plans to Steve Bouley, EIT
- Design Engineer site inspection and As-Built documentation
- "Village at Pine Ridge As-Built Plan & Profile" drafting
- Professional Engineer Certification Letter
- Submittal of As-Built Plan(s) to Planning Board with Certification Letter

The total estimated cost to perform the above referenced work.....**\$6,725**

If you accept the terms of this Agreement, please return a signed copy with a **\$2,500 retainer** payable to McClure Engineering, Inc. at your earliest convenience.

Billing for all professional services will be on an hourly basis and reflect the actual time expended to the project. (See attached Services & Hourly Rates Schedule.)

McCLURE

ENGINEERING, INC

PROFESSIONAL SERVICE AGREEMENT

119 Worcester Road
Charlton, MA 01507
T: 508.248.2005
F: 508.248.4887

Client:

Pine Ridge, LLC
Attn: Mr. John Claffey
P.O. Box 1
Medway, MA 02053

Proposal #

177-1396-G

Date

06/02/17

Project #

177-1396-G

Site Information

Village At Pine Ridge

PWS ID #**Terms**

Per Agreement

PO #**Sub #****Description****Please note:**

- The Agreement assumes the Client will provide McClure with any site plans/drawings or other pertinent site information to perform Scope of Work.
- The Agreement assumes O'Driscoll Land Surveying Co. Inc. is providing As-Built survey field work and data in CAD format. O'Driscoll Land Surveying Co. Inc. costs are included with this proposal.
- The Agreement does not include any work relating to "Candlewood Drive Emergency Access Improvements" design revisions, permitting, and/or related engineering/survey services.
- The Agreement does not include a "Profile View" of the Candlewood Drive subdivision. Limited survey to include locations of visible utilities including catch basins, manholes, and utility boxes.
- The Agreement does not include:
 - Planning Board or Conservation Commission Meetings
 - Conservation Commission Related Permitting and/or Certificate of Compliance Request
 - Candlewood Drive related engineering and/or surveying work
 - Plan Revisions
 - Mylar copies of As-Built Plans
- The Agreement does not include and additional local/state/federal permits which may be required for the proposed work.
- The Agreement does not include any applicable local/state fees that may be associated with the Scope of Work.
- The Agreement does not include copies, printing, and associated postage. These costs will be billed as accrued.
- Any changes in the Scope of Work will be discussed with the Client and approved prior to initiating the work.

McClure anticipates it will take approximately 45-60 days to complete the above Scope of Work upon authorization to proceed.

Thank you,
David T. Faist, P.E.

McCLURE

ENGINEERING, INC

PROFESSIONAL SERVICE AGREEMENT

TERMS AND CONDITIONS

119 Worcester Road
Charlton, MA 01507
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F: 508.248.4887

Client:

Pine Ridge, LLC
Attn: Mr. John Claffey
P.O. Box 1
Medway, MA 02053

Proposal #

177-1396-G

Date

06/02/17

Project #

177-1396-G

Site Information

Village At Pine Ridge

PWS ID #**Terms**

Per Agreement

PO #**Sub #****Description**

ESTIMATED COMPLETION DATE: McClure Engineering, Inc. is prepared to commence work upon receipt of this signed agreement. In the event that the Engineer is obstructed or delayed in the completion of said services by any act of the Client or the Client's agents or by any act beyond the control of the Engineer including, but not limited to, inclement weather, illness, strikes, failure of equipment, unanticipated degree of difficulty encountered in performing said services, or delay created within or by approving agencies, then the time herein fixed for the completion of the services shall be extended for a period of time equivalent of the time lost by reason of any or all of the aforementioned causes.

TERMINATION: This agreement may be terminated by either party upon five (5) days written notice in the event of persistent failures of performance of material terms and conditions of this Agreement by the other party through no fault of the terminating party. The Engineer shall then be paid for the services completed up to the time of the termination date based upon the above-described fees.

OWNERSHIP of DOCUMENTS: All documents, including original drawings, estimates, specifications, field notes and data are and shall remain the sole and exclusive property of McClure Engineering, Inc. as instruments of service. The Client may, at his expense, obtain record prints of drawings, in consideration of which the Client will use them solely in connection with the above-described project and not for the purpose of making subsequent extensions or enlargements thereto.

PAYMENT: Unless otherwise specified in this Agreement, payment for the above-described services shall be due within thirty (30) days from the date of the first billing. In the event that said account is unpaid after the thirtieth day subsequent to the date of the first billing, the Client shall be subject to a monthly service charge of (1% - 1 1/2 %) on the then unpaid balance (12% - 18% true annual rate). In the event that any portion of all of this account remains unpaid ninety (90) days subsequent to the first billing date, the Client shall pay all costs of collection including reasonable attorney's fees.

AMENDMENT of AGREEMENT: This Agreement may be amended only in writing signed by the Client and Engineer.

APPLICABLE LAW: Unless otherwise specified, this Agreement shall be governed by the laws of the Commonwealth of Massachusetts.

McCLURE

ENGINEERING, INC

PROFESSIONAL SERVICE AGREEMENT

119 Worcester Road
Charlton, MA 01507
T: 508.248.2005
F: 508.248.4887

Client:
Pine Ridge, LLC Attn: Mr. John Claffey P.O. Box 1 Medway, MA 02053

Proposal #	Date
177-1396-G	06/02/17

Project #	Site Information	PWS ID #	Terms	PO #	Sub #
177-1396-G	Village At Pine Ridge		Per Agreement		

Description

Services and Hourly Rates

Professional Engineer	\$140.00
Senior Project Engineer	\$130.00
Project Management	\$85.00
Drafting/Design	\$85.00
Project Engineer	\$75.00
Certified Operator	\$75.00
Environmental Scientist	\$60.00
Survey Crew	\$150.00
Administration	\$50.00

Expenses Not Included in Agreements

(To be paid directly to Town/State, or reimbursed to McClure Engineering, Inc.)

Permit/Filing Fees to Town Engineering Reviews if Required Inspection Fees Wetland Scientists & Other Subcontractors	Permit/Filing Fees to State Laboratory Testing Printing/Postage Field Supplies
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ACCEPTED: The above price, specifications and conditions are satisfactory and are hereby accepted. McClure Engineering, Inc. is authorized to do the work as specified above.

Client Authorized Signature	Date	McClure Engineering, Inc.	Date
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Client Information Section

(Please Complete All Information)

Contact Name:	Contact Phone:
Mailing Address:	Fax:
	E-Mail:
City, State, Zip:	Alternate Phone:

PGC ASSOCIATES, LLC

1 Toni Lane
Franklin, MA 02038-2648
508.533.8106
gino@pgcassociates.com

June 20, 2017

Mr. Andy Rodenhiser, Chairman
Medway Planning Board
155 Village Street
Medway, MA 02053

Re: Paul Revere Estates Definitive Subdivision Plan Modification

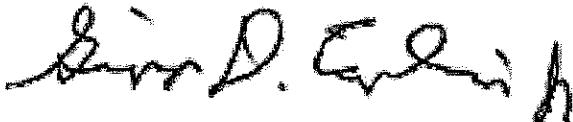
Dear Mr. Rodenhiser:

PGC Associates is pleased to present the following cost estimate to review and comment on the definitive subdivision plan called "Paul Revere Estates" submitted by owner/applicant Notwen Realty Trust of Norfolk. The plan was prepared by Merrikin Engineering, LLP of Millis, and is dated June 9, 2017. The site is within the AR-I district.

<u>Task</u>	<u>Hours</u>
Technical review and comment regarding conformance with Zoning, subdivision regulations and general planning issues.	3.5
Planning Board meetings	3.0
Review of any plan revisions	1.5
Review of/input into Certificate of Action	3.5
Total	11.5
Cost Estimate (@\$95)	\$1092.50

If there are any questions about this estimate, please call me.

Sincerely,



Gino D. Carlucci, Jr.



TETRA TECH

June 21, 2017

Ms. Susan E. Affleck-Childs
Medway Planning and Economic Development Coordinator
155 Village Street
Medway, MA 02053

**Re: Paul Revere Estates
Definitive Subdivision Review
Medway, Massachusetts**

Dear Ms. Affleck-Childs:

We are pleased to submit this Proposal to the Town of Medway (the Client) for professional engineering services associated with the Paul Revere Estates Definitive Subdivision review in Medway, Massachusetts (the Project). The objective of our services is to review the site plan package and provide review comments as they relate to applicable Town of Medway Rules and Regulations, Department of Environmental Protection Stormwater Management Standards, and sound engineering practice. We have excluded from our scope, the review of the application package as it relates to the Town of Medway Zoning By-Laws which will be conducted by a separate consultant.

Scope of Services

The following specifically describes the Scope of Services to be completed:

Task 1 Site Visit

- A. Perform one (1) site visits to review the site and its surroundings;
- Budget Assumption: 1 Visit
2 hours @ \$140/hr = \$280
Total = \$280

Task 2 Design Review

- A. Review the Application for Definitive Subdivision Plan Approval, and supporting documentation, and incorporate comments into review letter in item D below;
- Budget Assumption: 1 hour @ \$240/hr = \$240
1 hour @ \$140/hr = \$140
Total = \$380
- B. Review the proposed Definitive Subdivision Plans and incorporate comments into review letter in item D below;
- Budget Assumption: 1 hour @ \$240/hr = \$240
4 hours @ \$140/hr = \$560
Total = \$800
- C. Review the Stormwater Report for compliance with the latest Massachusetts Department of Environmental Protection Stormwater Management Standards and good engineering practice and incorporate comments into review letter in item D below;
- Budget Assumption: 1 hour @ \$240/hr = \$240
4 hours @ \$140/hr = \$560
Total = \$800

Infrastructure Northeast
Marlborough Technology Park, 100 Nickerson Road, Marlborough, MA 01752
Tel 508.786.2200 Fax 508.786.2201 tetratech.com

- D. Prepare a letter summarizing findings for presentation to the Town of Medway Planning and Economic Development Board;

- Budget Assumption: 2 hours @ \$240/hr = \$480
4 hours @ \$140/hr = \$560
Total = \$1,040

- E. Coordinate with applicant to address items in review letter and issue an updated letter upon receipt of modifications:

- Budget Assumption: 2 hours @ \$240/hr = \$480
4 hours @ \$140/hr = \$560
Total = \$1,040

Task 3 Meeting Attendance

- A. Participate in three (3) hearings/meetings with the Town of Medway Planning and Economic Development Board.

- Budget Assumption: 3 Meetings (assume 3 hours per meeting)
9 hours @ \$240/hr = \$2,160
Total = \$2,160

Cost

Our cost for the above Scope of Services will be on a time and expenses basis in accordance with Tetra Tech's and existing Town of Medway contract rates. Direct expenses will be billed at a fixed fee of five (5) percent of labor costs. We suggest that you establish a budget identified below for these services, which will not be exceeded without your approval. Please be advised that this estimate is based on our current understanding of the Project needs and is for budget purposes only. The total cost of our services will depend greatly on the completeness and adequacy of the information provided.

The breakdown of this fee by task is as follows:

Task	Task Description	Fee
Task 1	Site Visit	\$280
Task 2	Design Review	\$4,060
Task 3	Meeting Attendance	\$2,160
	Labor Subtotal	\$6,500
	Expenses (5%)	\$325
Total Fee		\$6,825

Schedule

We are prepared to begin work immediately upon receipt of this executed Proposal. We recognize that timely performance of these services is an important element of this Proposal and will put forth our best effort, consistent with accepted professional practice, to comply with the project's needs. We are not responsible for delays in performance caused by circumstances beyond our control or which could not have reasonably been anticipated or prevented.

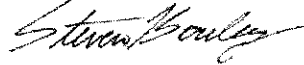
General Terms and Conditions

This Proposal is subject to the existing Terms and Conditions signed by Tetra Tech and the Town of Medway. Should this proposal meet with your approval, please sign and return a copy to us for our files. Your signature provides full authorization for us to proceed. We look forward to working with you on this Project. Please contact us with any questions, or if you require additional information.

Very truly yours,



Sean P. Reardon, P.E.
Vice President



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

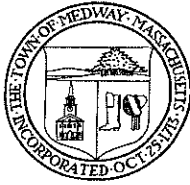
Date Approved by Medway Planning and Economic Development Board _____

Certified by:

Susan E. Affleck-Childs
Medway Planning and Economic Development Coordinator

Date

M:\SITE\BOULEY\MEDWAY_PEDB_PAUL REVERE REVIEW_2017-06-21.DOCX



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

June 21, 2017

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 for the following members of the EDC expires on June 30, 2017:

- Hugh McKinnon
- Tina Chemini
- Ken Bancewicz

As I have previously mentioned to you, Tina Chemini does not wish to continue on the EDC. Ken Bancewicz cannot be a member as he is no longer employed by a Medway business nor does he reside in town. Hugh McKinnon would like to remain on the EDC and you have reappointed him to another 2 year term through June 30, 2019.

The continuing members of the EDC are Paul Yorkis, Eric Arbene, Keith Peden and Scott Habeeb. Their terms conclude June 30, 2018.

As you know, Andy Rodenhiser has served as the PEDB's representative to the EDC for a number of years. That appointment is made on a yearly basis.

The Medway General Bylaw which established the EDC provides for up to 11 members. So, we are in need of up to 5 additional people to serve on the EDC. EDC members have to reside OR work in Medway.

Due to Stephanie Mercandetti's efforts, there are three people interested in serving on the EDC – Deanna Kaiser Doughty, Jennifer Kendall, and Anthony Varrichione. Their resumes are attached.

I recommend the PEDB appoint Deanna Kaiser Doughty, Jennifer Kendall, and Anthony Varrichione to two-year terms on the Economic Development Committee through June 30, 2019.

Telephone: 508-533-3291
saffleckchilds@townofmedway.org

Deanna Kaiser Doughty

deannarkaiser@gmail.com ♦ linkedin.com/in/deannadoughty ♦ 207.232.4940



PROFILE

My passion for creative problem solving, expertise in implementing communication and marketing plans, and experience working collaboratively with admission colleagues would make me a good fit for this position. As a higher education admission marketing and communication specialist, I am seeking a position to broaden my skill set and leadership experience.



PROFESSIONAL EXPERIENCE

Assistant Director of Admission Marketing and Communication

Wellesley College, Wellesley, MA

Reporting to the Director of Publications and Communications

2016-Current

- Serve as Slate CRM power-user responsible for all events, communications, and forms
- Create 100+ original digital communications for prospective students, alumnae, and faculty
- Redesign all email templates, creating new content, images, and infographics to increased engagement
- Direct photo shoots with 40+ students and co-direct video shoots, including subsequent editing
- Collaborate with director to redesign, reprint, and distribute ongoing admission publications
- Assess applications as a Board of Admission reader
- Interpret Google Analytic insights to determine trending and efficacy of campaigns
- Project manage communication for office teams, implement tools to increase efficiency
- Participate in national and regional conferences on behalf of the Office of Admission
- Manage Search, purchasing 70,000+ ACT, PSAT, and AP names annually and create integrated drip marketing campaigns to increase prospect conversion rate
- Design and manage yield communications, coordinating staff and students for outreach
- Identify communication technology needs in admission and beyond (MailChimp, Slate CRM, Piktochart, etc.) and have lead departmental and campus-wide trainings
- Participate in campus-wide Key Communicators leadership group

Admission Program Coordinator, Communications and Events

Wellesley College, Wellesley, MA

Reported to the Director of Publications and Communications

2014-2016

- Developed, coordinated, and disseminated admission email, video, and print communications
- Revamped communication plans, spearheading the office's first drip marketing campaigns
- Assisted in installation and management of Slate CRM, oversaw data from relational database
- Supported final editing and fact-checking process for recruitment and yield materials
- Managed orchestration and implementation of large on-campus admission programs
- Created best practices for content creation and project management, saving time and resources
- Served as a communication project manager and worked collaboratively with multiple teams
- Oversaw student assistants on a daily basis as they completed communication and event projects
- Negotiated and worked with outside vendors, found cost-saving measures

Marketing Associate

Reported directly to the CEO

The Snell Group, Barre, VT

2010-2014

- Created, distributed, and maintained all print, electronic, video and social media content
- Designed original promotional material; business cards, postcards, letterhead, email campaigns, website graphics, trade show banners, videos and more
- Traveled to represent the company at conferences and trade shows regionally and nationally
- Managed the company's website, blog, social media sites and customer-facing branding
- Copy edited white papers, tips, blogs, and student manuals used in class
- Hosted over 10+ live educational webinars per month for students
- Managed 15+ instructor's schedules and coordinated their feature writing

Editorial Assistant

Reported to the managing editor

Alice James Books, University of Maine Farmington, Farmington, ME

July 2009-July 2010

- Designed publicity and marketing materials
- Performed branding treatment including new logo, watermark, letterhead, and newsletter
- Hired and managed interns as their primary supervisor
- Assisted manuscript development from acquisition to production, including copy editing
- Responsible for scheduling, printing, and designing the press' biannual newsletter and catalog
- Prepared the biannual advertising budget for the press



EDUCATION

- 2005-2009 **Bachelor of Arts, Major in Communications & Journalism**
St. Michael's College, Colchester, VT
Graduated cum laude, GPA 3.76
- 2017 Planned masters of education, higher education
administration program at Northeastern



REFERENCES

Jane Kyricos Widiger
Director of Publications and Communication, Wellesley College
jkyricos@wellesley.edu - 781.283.2284

Jim Fritz
CEO, The Snell Group
jefritz@thesnellgroup.com

Tom Lippe
CEO, Client First Associates
tlippe@cf-associates.com



EXPERTISE

Marketing and branding
Communication strategy
Email, web, and print design
Admission application reading
Budget control
Project and vendor management
Event planning



SKILLS

CRMs: Slate, Sugar, FileMaker, etc.
Adobe Creative Suite
CRM drip marketing
HTML/CSS email template design
Drupal
Conditional logic/ Boolean Logic
Liquid markup
Online platforms:
Guidebook, Hootsuite, Gliffy,
Piktochart, etc.

Jennifer Kendall

jennifer.l.kendall@gmail.com

3 John St. Medway MA 02053

Education

Drexel University - Philadelphia, PA
Graduated Summa cum Laude
Master of Science in Science, Technology, Society
Bachelor of Arts in International Area Studies
Minor in German

Experience

Home Skillet <http://hskillet.blogspot.com/>
Creator/Blogger – July, 2010 to April, 2014
Developed recipes
Photographed recipes
Wrote posts
Answered correspondence

University of California, Irvine – Irvine, CA
Teaching Assistant - January 2009 to December 2009
Graded exams, essays, and research papers
Prepared lessons and discussion topics for discussion sections
Assisted students with course material and assignments

Washington State Bar Association – Seattle, WA
Regulatory Services Analyst - October 2007 to April 2008
Analyzed MCLE course accreditation applications for regulation compliance and credit value
Responded to inquiries from members, sponsors, and the public regarding MCLE regulations
Assisted with data entry of CLE Certification forms

Drexel Learning Center at Drexel University – Philadelphia, PA
Tutor - April 2006 to June 2006
Helped students understand their coursework
Helped students study for tests
Helped students with homework

German Bundestag – Berlin, Germany
Research Assistant - September 2005 to December 2005
Researched and wrote papers pertaining to current issues in world affairs
Wrote summaries of reports for representatives
Answered inquiries via email and telephone

Thomas Jefferson University and Hospital – Philadelphia, PA
Public Relations Assistant/Co-op - September 2004 to March 2005
Wrote news releases, calendar items, requests for coverage and photo captions
Entered information into the public relations database Vocus
Created distribution lists for news releases
Assisted with special events planning
Answered telephones
Escorted media around campus
Dubbed video and audio tapes

AHP Settlement Trust – Philadelphia, PA
Claims Processor/Co-op - September 2003 to March 2004
Transferred/analyzed diet drug recipient claims to computer system
Read echocardiogram reports
Analyzed pharmacy records and medical records
Recorded claim deficiencies
Worked on special projects

Paper Presentations and Theses

- Presented the paper "Press Coverage of Science: Comparing the Montreal Protocol and the Basel Convention" at the 2007 STS Graduate Student Conference
- Defended Masters Thesis titled "Wireless Philadelphia and the Narrowing of Philadelphia's Digital Divide"
- Undergraduate thesis titled "The Role of Culture in Explaining Significant Differences of Broadband Penetration Rates among EU Member States"
- Minor thesis titled "Frauenrolle in Märchen"

Honors and Awards

- Member of Honors program at Drexel
- Recipient of Senior First Honors in International Studies
- Recipient of the Lorantas prize for a senior seminar paper
- Recipient of a Vivian Thweatt scholarship award
- Recipient of the Salomone Endowed Award for International Studies
- Recipient of an AJ Drexel scholarship
- Member of The National Society of Collegiate Scholars
- Member of KTE, the honor co-op society
- Listed on National Dean's List
- Member of The National Scholars Honor Society
- Listed in Who's Who among Students in American Colleges and Universities
- Earned performance bonus from AHP Settlement Trust

Skills/Additional Training

- CEO (Creating Excellent Organizations) training in personal leadership
- CEO II training in leadership
- Studied in Berlin, Germany in fall of 2005

Community Service

- Literacy tutor for an Adult Learner with ReadOC
- Service Learning at McKinley Elementary School in Philadelphia
- Classroom helper at Drew Elementary School in Philadelphia

Featured in/Press

- Cooking Light Community Blogger
- Member of Kitchen Daily Curator Network
- Bonbon Break
- SpryLiving.com
- Relish.com
- The Greatist
- Blisstree
- The Berry
- Frequently appearing on Foodgawker, Tastespotting, and Tasteologie

<http://spryliving.com/articles/39-healthy-dinner-hacks/>

<http://spryliving.com/recipes/spiced-turkey-lettuce-wraps-with-green-apple-and-butter-lettuce/>

<http://www.bonbonbreak.com/spicy-nori-popcorn/>

<http://www.bonbonbreak.com/kitchen-july-30-2012/>

<http://www.bonbonbreak.com/meringue-crostinis-lattes-kitchen-tips/>
<http://greatist.com/health/best-recipes-111912>
<http://theberry.com/2013/01/29/rock-your-superbowl-party-22-photos-recipes/>
<http://theberry.com/2013/02/26/spirited-cooking-33-photos/food-booze-and-food-2-2/>
<http://theberry.com/2013/02/12/spice-up-your-romantic-evening-25-photos-recipes/>
<http://theberry.com/2013/04/15/comfort-foods-lighter-side-15-photos-recipes/>
<http://www.blisstree.com/2013/03/08/food/seaweed-recipes/>
<http://blogs.relish.com/week-4-8/>

Anthony Varrichione
anthonyvarrichione@gmail.com
Mobile: (508) 561-1487

8 Temple Street
Medway, MA 02053

Objective

-To be appointed to Medway's Economic Development Committee to serve in any capacity deemed necessary

-use this as an opportunity to give back to the Town of Medway

Education

Marist College - Poughkeepsie, NY -2013

-B.S. Business Administration with an emphasis on International Business

-Minor in Psychology

Xaverian Brothers High School - Westwood, MA-2009

Relevant Experience

Active Commercial Real Estate Broker- Re/Max Executive Realty – Current (21 months)

-over \$5 million dollars in closed business

MA Real Estate Salespersons License – Current (21 months)

MA Construction Supervisor License – In Progress (12/1/2017)

Member of the Hopkinton Chamber of Commerce 2020 Board – Current (5/1/2017)

-their version of an Economic Development Committee

Member of BNI – Hopkinton (4/1/2017)

Applicable Skills

- Understand and knows how to use or reference Medway's mapping, property records and by-laws
- Has closed multiple Sale and Lease deals in the town of Medway and has helped developers utilize the new Multi-Family Housing Overlay District
- Has lived in Medway for 20+ years. Just purchased a home on Village St.
- Able to understand and effectively use all Microsoft Office products



June 22, 2017

Town of Medway
Planning and Economic Development Board
155 Village Street
Medway, MA 02053

To Whom it May Concern:

In connection with Metro West Collaborative Development, Inc.'s ("MWCD") planned acquisition of that certain parcel of land located at 33 West Street, Medway, Massachusetts and depicted as Lot 1 ("Lot 1") on the "Hopping Brook Estates Subdivision Plan of Land" prepared by VEO Associates, Inc. dated as of May 16, 2006 and recorded with the Norfolk County Registry of Deeds (the "Registry") in Plan Book 556, Plan No. 83 of 2006 (the "Subdivision Plan"), I am requesting that the Planning and Economic Development Board (the "Board") release Lot 1 from the Land Subdivision Covenant between the Board and Barbara E. Ashman (the "Lot 1 Owner") dated June 15, 2006 and recorded with the Registry in Book 23841, Page 250 (the "Covenant").

The Covenant prohibits the Lot 1 Owner (from whose estate MWCD is acquiring Lot 1) from conveying Lot 1 in the absence of the performance of certain obligations (e.g., the installation of ways and certain municipal services). However, these obligations were actually related to a proposed development on the parcels depicted as Lots 2 and 3 on the Subdivision Plan that is no longer contemplated. The Covenant's obligations are generally not applicable to Lot 1, as a single-family dwelling is located on Lot 1 and the proposed development giving rise to the Covenant was never intended to take place on or affect Lot 1.

For these reasons, I request that the Board release Lot 1 from the Covenant so that the Lot 1 Owner's estate can convey Lot 1 to MWCD. Please do not hesitate to contact me with any further questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Jennifer Van Campen", is written over a horizontal line.

Jennifer Van Campen, Executive Director

cc: KP Law, Barbara Saint Andre, Esq.
Klein Hornig LLP

***Partial Release of Restrictive Subdivision Covenant
Planning & Economic Development Board – Town of Medway, MA***

We, the undersigned members, being a majority of the Planning & Economic Development Board of the Town of Medway, Norfolk County, Massachusetts, hereby certify on this date that Lot 1 (also known as 33 West Street) as shown on a plan entitled *Definitive Subdivision Hopping Brook Estates* prepared by VEO Associates, Inc. of Hudson, MA with a final revision date of May 16, 2006 as endorsed by the Medway Planning Board on June 8, 2006, which was recorded with the Norfolk County Registry of Deeds on June 30, 2006 as Plan 197 of 2006 in Book 556, Page 83 (the Plan) to which reference may be had for a more particular description, is hereby released from the terms, provisions and conditions as to sale and building thereon as set forth in the Land Subdivision Covenant between the Medway Planning Board and Barbara E. Ashman of Medway, MA dated June 15, 2006 which was recorded with the Norfolk County Registry of Deeds on June 30, 2006 in Book 23841, Page 250 (the Subdivision Covenant)

This partial release from the Subdivision Covenant applies only to Lot 1 as shown on the Plan.

Executed under seal this 27th day of June, 2017.

Signatures of a majority of the members of the Planning & Economic Development Board of the Town of Medway:

COMMONWEALTH OF MASSACHUSETTS

Norfolk County, SS. _____

On this _____ day of _____, before me, the undersigned notary public, personally appeared _____

members of the Medway Planning and Economic Development Board, proved to me through satisfactory evidence of identification, which was a Massachusetts Drivers License and personal knowledge, to be the persons whose names are signed on the above document, and acknowledged to me that they signed it voluntarily and for its stated purpose as members of said Board.

Notary Public
My commission expires:

LEGEND

- PROPOSED BOUNDARY
- PROPOSED IRON PIPE
- PROPOSED DRILL HOLE (d.h.)
- ASSESSORS REFERENCE MAP 2-B PARCEL 2/35
- ZONING DISTRICT AGRICULTURAL-RESIDENTIAL: AR-II

LOT REQUIREMENTS
 AREA=22,500 S.F.
 FRONTAGE=150'
 FRONT SETBACK=35'
 SIDE SETBACK=15'
 REAR SETBACK=15'

REFERENCES

PLAN REF. L.C.C. No. 8120 A
 L.C.C. 12715 B
 BK. 2088 PG. 99 PL. 284
 BK. 4521 PG. 30 PL. 450
 PL. BK. 221 PLAN 949
 DEED REF. BK. 4509 PG. 504
 BK. 4320 PG. 30-32
 BK. 10338 PG. 364, 365
 BK. 10071 PG. 578
 BK. 12221 PG. 114, 115
 BK. 12509 PG. 469

NOTE: CERTIFY THAT THIS PLAN HAS BEEN PREPARED IN ACCORDANCE WITH THE RULES AND REGULATIONS OF THE REGISTER OF DEEDS OF THE COMMONWEALTH OF MASSACHUSETTS.
 AUTHORIZED & REGISTERED - P.L.S.
 DATE: 5-16-06

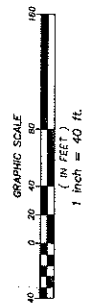
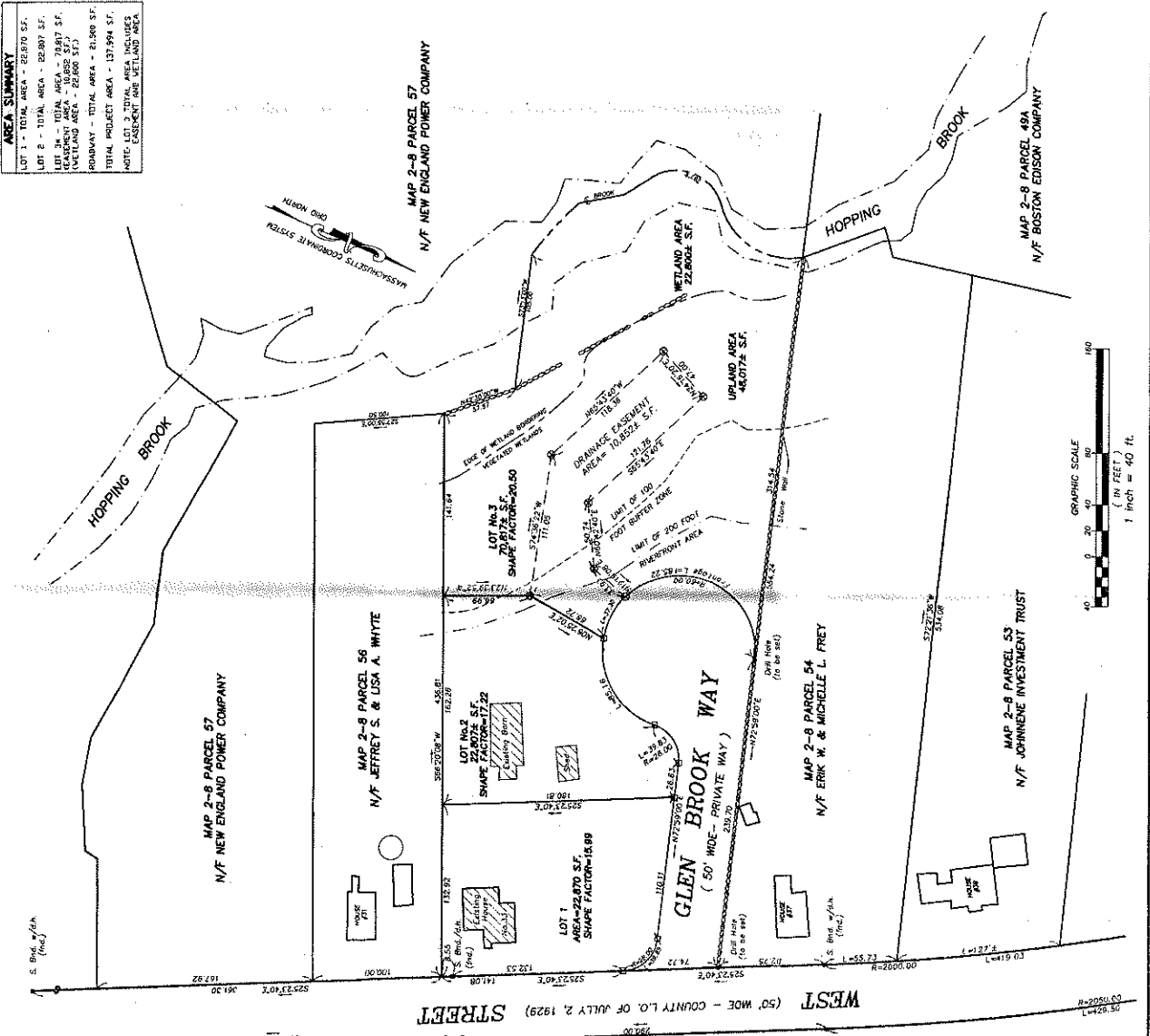
APPLICANT: PAUL ZONGHI
 10 HOLBROOK STREET
 MEDWAY, MASS. 02053
 OWNER: BARBARA E. ASHMAN
 33 WEST STREET
 MEDWAY, MASS. 02053

"DEFINITIVE SUBDIVISION"
 "HOPPING BROOK ESTATES"
 SUBDIVISION PLAN OF LAND
 IN
MEDWAY, MASS.

SCALE: 1"=40' DATE: JUNE 3, 2006
 PREPARED BY:
VEO ASSOCIATES INC.
 CIVIL ENGINEERS & LAND SURVEYORS
 8 SOUTH STREET HUDSON, MA 01749
 (978) 562-8977

NO.	DATE	DESCRIPTION	BY
2	5/16/06	ADDED NOTE	SP
1	7/21/05	ADDED NOTES	MD
1	7/21/05	DESCRIPTION	BT

1:500 (PROJ. 3/05) / 1:250 (PLAN)



RESERVED FOR REGISTRY USE

MEDWAY PLANNING BOARD
 APPROVAL UNDER THE SUBDIVISION CONTROL LAW (M.G.A. 266A:10)
Barbara E. Ashman
 Approved Date: 5-17-06
 Endorsement Date: 6-8-06

1. TOWN CLERK OF THE TOWN OF MEDWAY, RECEIVED AND RECORDED, FROM THE PLANNING BOARD, THE SUBDIVISION PLAN OF LAND, AND NO APPEAL HAS BEEN TAKEN FOR TWENTY (20) DAYS NEXT AFTER RECEIPT AND RECORDING.
Mayra J. Silva
 Town Clerk
 DATE: 6/16/06

APPROVED FEBRUARY 7, 2006 SUBJECT TO A DECLARATION OF THE TOWN OF MEDWAY, THAT THE SUBDIVISION PLAN OF LAND, THE REQUIREMENT TO MAINTAIN GLEN BROOK WAY AS A PRIVATE ROADWAY IN PERPETUITY CONTAINED THEREIN, AS A CONDITION OF THE SUBDIVISION, WAS ACCEPTED BY PAUL ZONGHI DATED: 5-16-06 AND TO BE RECORDED HEREWIT.

MAP 2-B PARCEL 61
 N/F NEW ENGLAND POWER COMPANY

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 N/F JEFFREY S. & LISA A. WHITE

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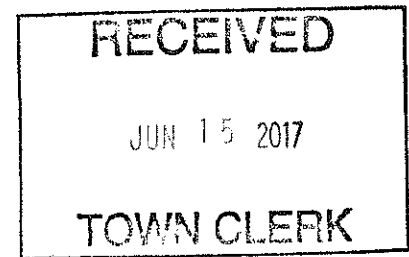
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TOWN OF MEDWAY
Planning & Economic Development Board
155 Village Street
Medway, Massachusetts 02053

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

MEMORANDUM

June 15, 2017

TO: Maryjane White, Town Clerk
Town of Medway Departments, Boards and Committees

FROM: Susy Affleck-Childs, Planning & Economic Development Coordinator

RE: **Public Hearing Continuation: Merrimack Building Supply (20 Trotter Drive)**
Major Site Plan & Groundwater Protection Special Permit
Continuation Date: Tuesday, June 27, 2017 at 7:45 p.m.
Location: Medway Town Hall – Sanford Hall, 155 Village Street

At its meeting on June 13, 2017, the Planning and Economic Development Board voted to continue the public hearing on the applications of Merrimack Building Supply of Medway, MA for major site plan approval and a groundwater protection special permit for a proposed building expansion project at its facility at 20 Trotter Drive. ***The continued public hearing will take place on Tuesday, June 27, 2017 at 7:45 p.m. in Sanford Hall at Medway Town Hall, 155 Village Street.***

The subject property is 10.73 acres and is located at the southwest end of Trotter Drive in the Industrial III zoning district (Map 64 - Parcel 002). It is owned by Medway Trotter, LLC. The site includes wetland resources, a small portion of Stall Brook, and is located within the groundwater protection district.

The applicant proposes to construct a 19,500 sq. ft. addition to the existing 10,000 sq. ft. building adding warehouse space and a new customer entrance, expanded parking, a new loading dock and paved area for truck access to the loading dock, installation and relocation of utilities to accommodate the new addition, abandonment of the existing septic system and connection to Town sewer, installation of a stormwater drainage system for the entire site, and site landscaping and lighting. The plan is titled *Merrimack Building Supply Site Plan for 20 Trotter Drive*, is dated March 10, 2017 with the latest revisions dated April 25, 2017, and was prepared by Guerriere and Halnon of Milford, MA and Cubic Architects Inc. of Plymouth, MA.

The applications, site plan, stormwater report, and other documents are on file with the Medway Town Clerk and at the office of the Planning and Economic Development Board at Medway Town Hall, 155 Village Street and may be reviewed during regular business hours. The applications, plan, report and other documents are also posted at the Planning and Economic Development Board's web page at:
<http://www.townofmedway.org/planning-economic-development-board/pages/merrimack-building-supply-expansion-%E2%80%93-major-site-plan-gpd>

The Board's review of this project is drawing to a close. The next step is to prepare a decision for the Board's consideration, so any ideas you have for conditions or mitigation measures would be appreciated. A draft decision will be reviewed at the June 27th meeting.

Please contact me if you have any questions. Thanks.

Telephone: 508-533-3291 Fax: 508-321-4987
planningboard@townofmedway.org



Guerriere & Halnon, Inc.

ENGINEERING & LAND SURVEYING
www.gandhengineering.com

Est. 1972

Milford Office
333 West Street, P. O. Box 235
Milford, MA 01757-0235
(508) 473-6630/Fax (508) 473-8243

Franklin Office
55 West Central Street
Franklin, MA 02038-2101
(508) 528-3221/Fax (508) 528-7921

Whitinsville Office
1029 Providence Road
Whitinsville, MA 01588-2121
(508) 234-6834/Fax (508) 234-6723

June 19, 2017

Susan Affleck-Childs
Medway Planning & Economic Dev. Coordinator
Medway Town Hall
155 Village Street
Medway, MA 02053

RE: Merrimack Building Supply, Medway, MA
Major Site Plan Review

Dear Ms. Affleck-Childs:

The following is Guerriere & Halnon, Inc.'s (G&H) responses to comments by Tetra Tech (TT) dated June 12, 2017. We have reiterated TT's comments with G&H's response following each comment.

MA DEP Stormwater Management Standards

21. Site is located in the Zone II area and requires 44% TSS removal prior to discharge to the proposed infiltration basin. The applicant proposed the use of an Infiltration Basin coupled with a Sediment Forebay which achieves 80% TSS removal credit. However, the proposed Sediment Forebay cannot be double counted as shown on the TSS removal spreadsheet, additional pre-treatment is required to meet the standard.

Response: Detail of Grass swale with check dams have been added to the detail sheet.

23. The existing storage shed, which is designated to remain, has a metal roof which does not appear to be receiving any treatment prior to discharge. The applicant should confirm existing and proposed roof type and amount of roof runoff discharging to the rain garden.

Response: Pipe size calculations have been performed and pipe sizes have been adjusted.

Town Stormwater Regulations

26. It appears the paved area north of the proposed building is pitching toward the drainage swale located on the adjacent property. The applicant should confirm grading at the rear of the building and/or provide documentation for drainage easement on the abutting property.

Response: Areas in storm drain calculation have been checked and adjusted as needed.

Guerriere & Halnon, Inc.
Engineering & Land Surveying

28. Pipe sizing calculations should be provided for the 25-year storm event. Please include sizing information for roof drain laterals.

Response: The pipe invert on the pipe calculations has been adjusted with length of pipe and slope to match.

General Stormwater Comments

32. Total study area between existing and proposed analysis do not match. Existing study area is 7.7 acres and proposed study area is 8.46 acres. Please address.

Response: The study area has been reviewed and the discrepancy has been fixed.

If you have any questions or additional comments, please do not hesitate to contact us.

Sincerely,



Peter M. Lavioe, Proj. Engineer

**MERRIMACK BUILDING SUPPLY
SITE PLAN
FOR
20 TROTTER DRIVE
IN
MEDWAY, MASSACHUSETTS**

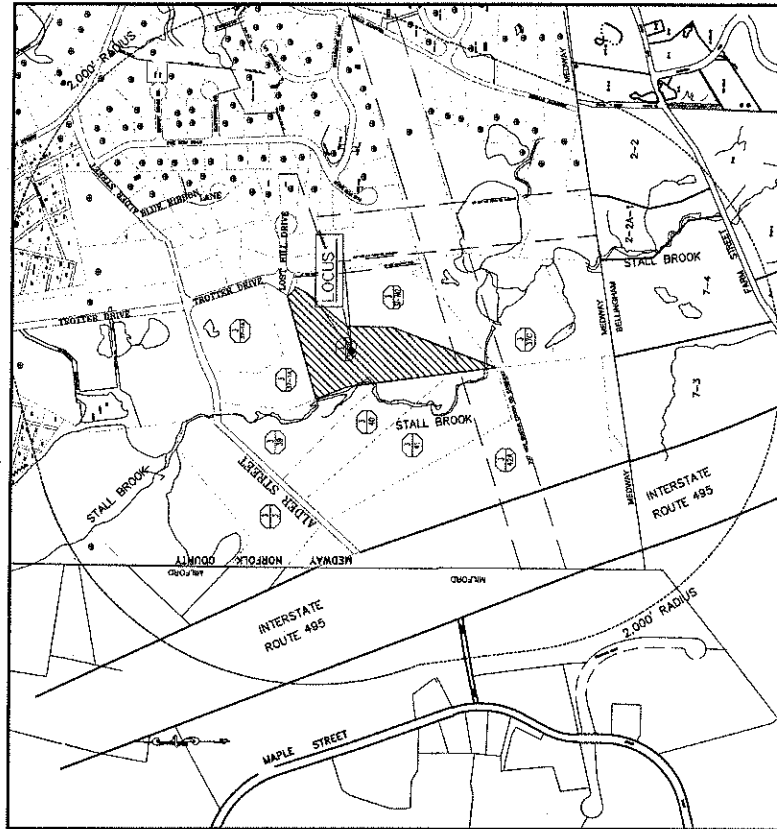
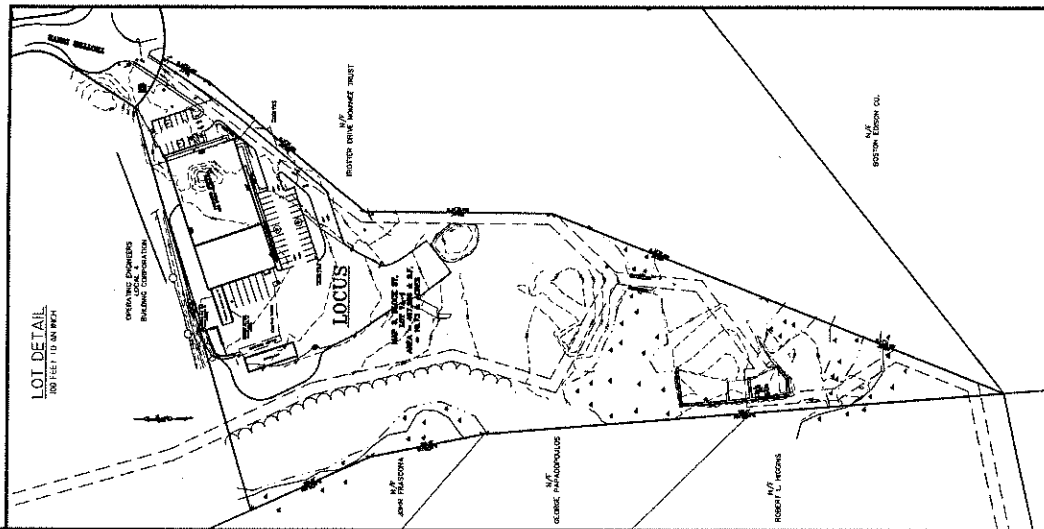
OWNER/APPLICANT:
MERRIMACK BUILDING SUPPLY

20 TROTTER DRIVE
MEDWAY MA
DATE MARCH 10, 2011
REVISED: JUNE 15, 2011

NOTES:


- SEE DETD BOOK 12567 PAGE 424 AND PLAN 233 OF 1998 IN PLEASANT HILL BOOK 425 AT THE NORFOLK REGISTRY OF DEEDS.
- ALL ELEVATIONS ARE BASED OFF OF THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD83)
- ZONING DISTRICT INDUSTRIAL #
MIN. AREA = 40,000 SF
MAX. COVERAGE = 40%
MIN. WIDTH = 100 FT
MIN. SETBACK = 30 FT
MIN. SIDE SETBACK = 20 FT

- 1) WAGER REQUESTING NOT REQUIRING THE WRITTEN DEVELOPMENT
SECTION 204-2 PLANNING BOARD SUBMITTALS
SECTION 204-3 WRITTEN DEVELOPMENT
- 2) WAGER REQUESTING THE USE OF MODIFIED CURE 200-B/FM THROUGHOUT
THE SITE, EXCEPT AT THE ENTRANCE, FROM SECTION 200-B/FM, GRANITE CURB.
- 3) WAGER NOT REQUESTING AN INVENTORY OF THE EXISTING LANDSCAPING AT THE SITE.
SECTION 204-5(1)(3) EXISTING LANDSCAPE INVENTORY.
- 4) WAGER REQUESTING NOT CREATING PEDESTRIAN WAYS ALONG THE FRONT OF SITE.
SECTION 204-5(1)(3) PEDESTRIAN AND BICYCLE ACCESS.
- 5) WAGER REQUESTING NOT CREATING PEDESTRIAN WAYS ALONG THE FRONT OF SITE.
SECTION 204-5(1)(3) PEDESTRIAN AND BICYCLE ACCESS.

[illegible]

INDEX

- COVER SHEET
- 1. EXISTING CONDITIONS
- 2. DEMOLITION PLAN
- 3. SITE PLAN
- 4. GRADING & UTILITY PLAN
- 5. EROSION CONTROL
- 6. LIGHTING PLAN
- 7. DETAIL SHEET #1
- 8. DETAIL SHEET #2
- 9. 1.1 PLANTING PLAN
- 10. A2.01 FIRST FLOOR PLAN
- 11. A2.03 MEZZANINE FLOOR PLAN
- 12. A3.01 BUILDING ELEVATION
- 13. A3.02 BUILDING ELEVATION



**Guerriere
&
Halnon, Inc.**

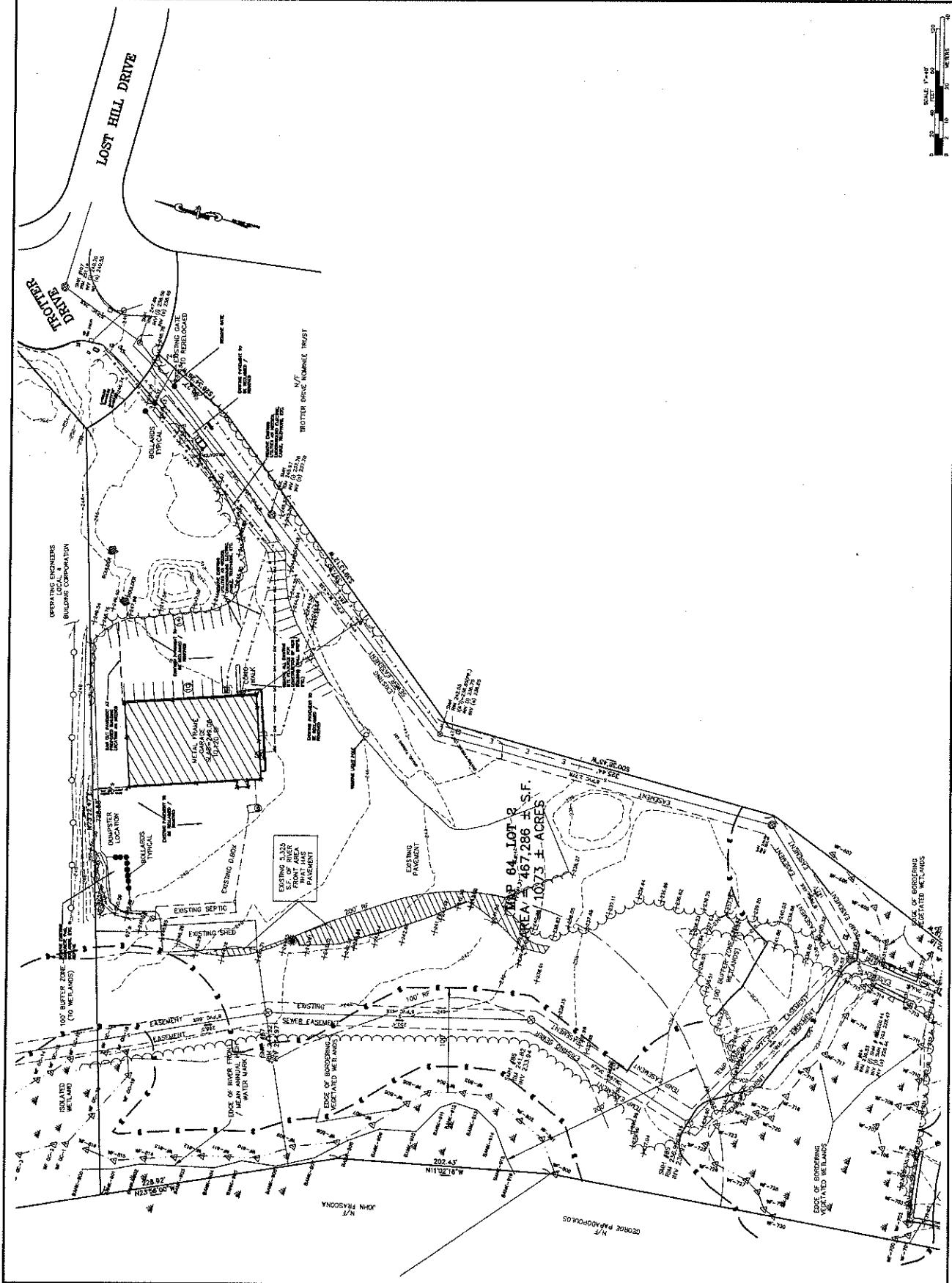
Engineering & Land Surveying
333 WEST STREET, MILFORD, MASS. 01537
(508) 473-6630 FAX (508) 473-8242

cubic architects, inc.

33 BEDSPRINT LANE
PLYMOUTH, MA 02360
PHONE 617-314-7330, FAX 781-844-2101

G-8542






REF	DATE	DESCRIPTION	INIT
1	5/23/17	ADDED BANK FLAG.	PML
2	5/25/17	REVISED PER COMMENTS.	PML
3	5/25/17	REVISED PER COMMENTS.	PML
4	6/16/17	REV. DRAINAGE PPD EMAIL. 8-4-17.	PML
5	5/15/17	REF. FOR COMMENTS LETTER 2/15/17.	PML

MEERBACH BUILDING SUPPLY
20 TROTTER DRIVE
MEDWAY MA

20 TROTTER DRIVE

"MERRIMACK BUILDING
SUPPLY"

DEMOLITION
PLAN OF LAND
IN
MEDWAY, MA
SCALE: ONE INCH EQUALS 40 FEET
DATE: MARCH 10, 2017



**Guerriere
& Halnon, Inc.**

(202) 473-8650
 FAX: (505) 473-8243
 G-8542

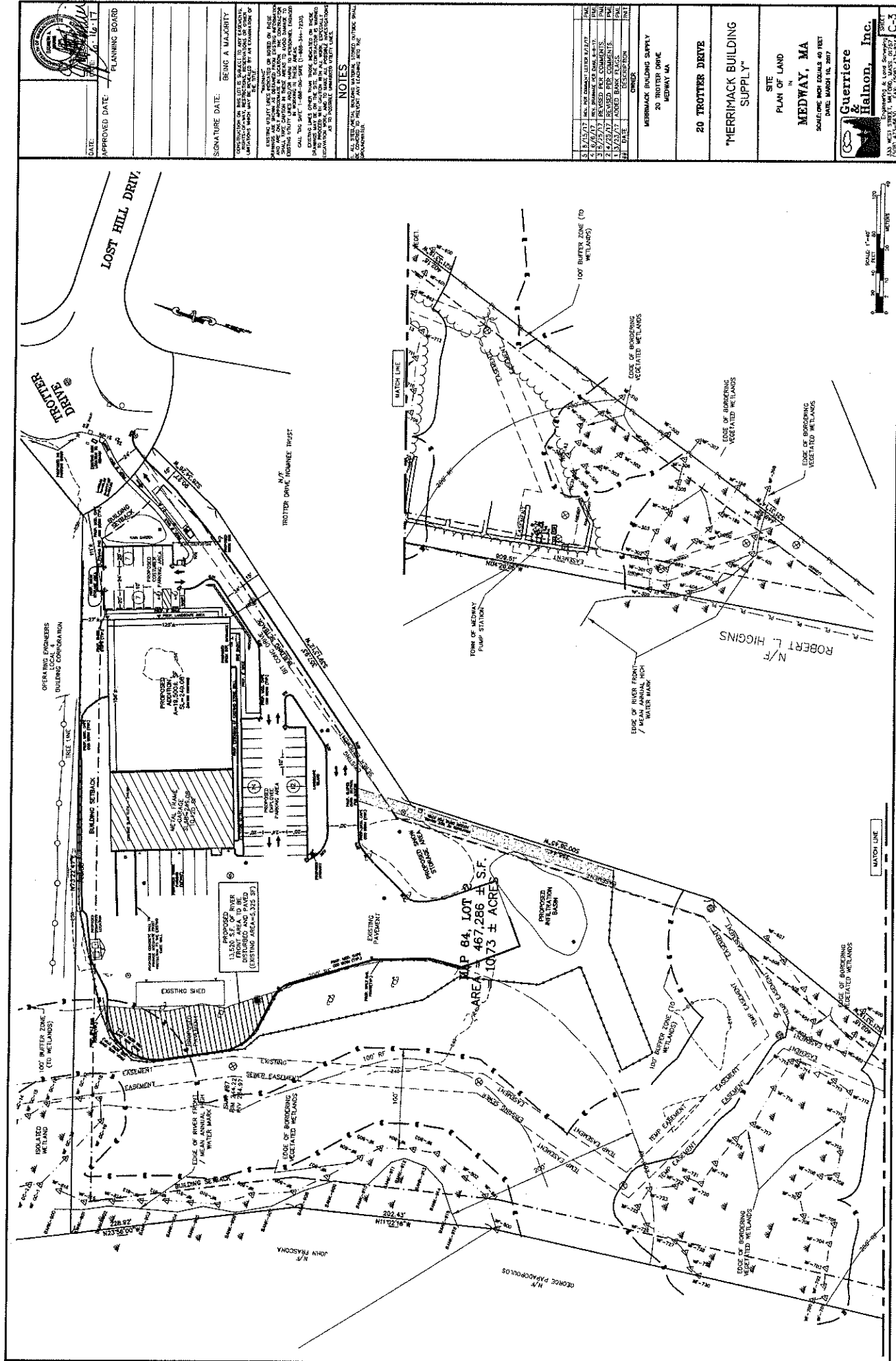
SIGNATURE DATE: _____

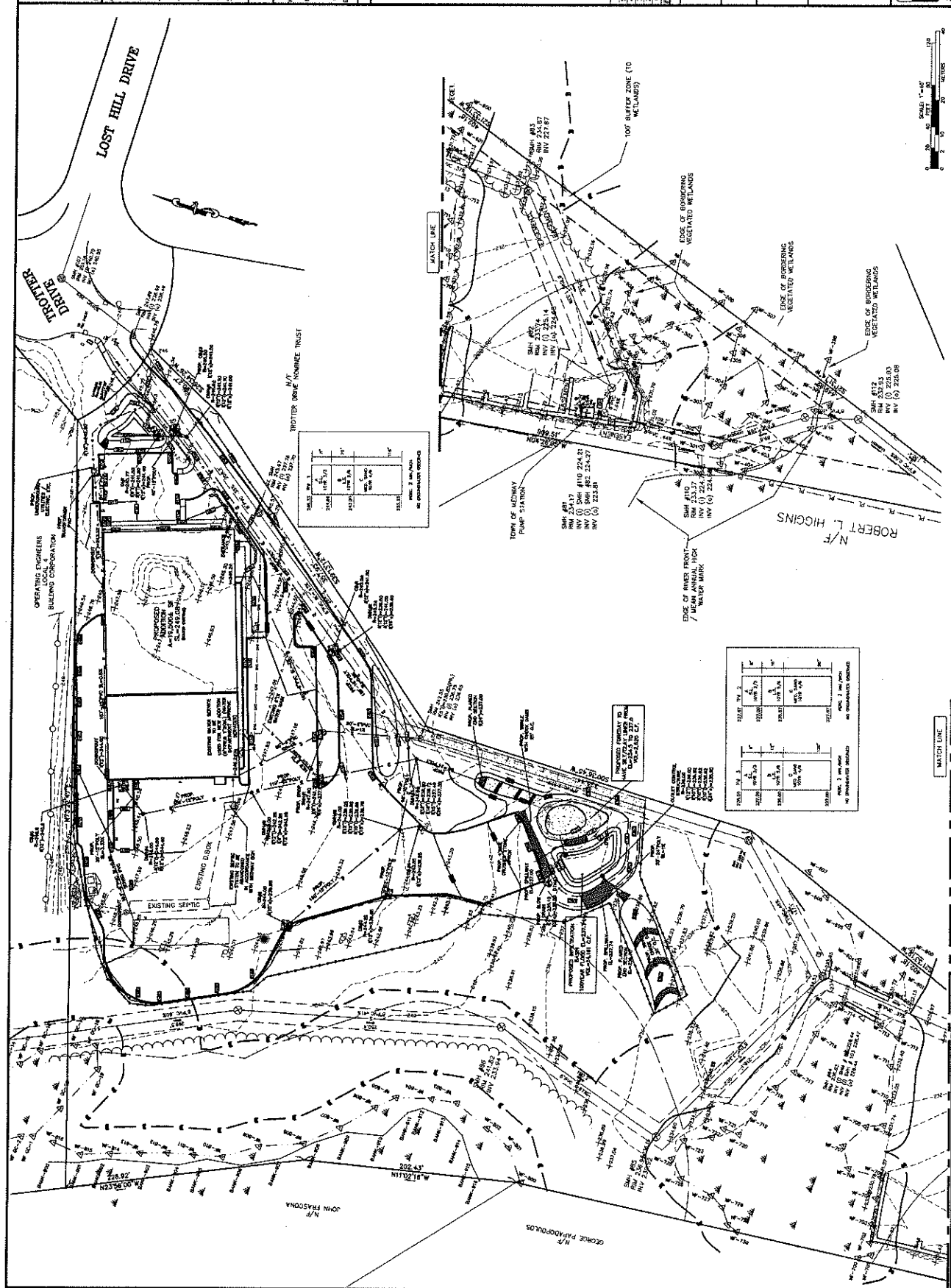
[illegible]

NOTES
1. WETLANDS AND RIVER FRONT FLAGGED BY JUNE 5048172
2. SITE IS LOCATED WITHIN THE GROUNDWATER PROTECTION DISTRICT.
3. ALL PAVEMENT WITHIN THE RIVER FRONT AREA TO BE REMOVED AND ONLY REPAVED WHERE THE HIGHWAY CONSERVATION COMMISSION AGREES.
4. ALL PAVEMENT ON SITE TO BE RECLAIMED.

1

100



[illegible]

LOST HILL DR.

PROP. LIGHT SHIELD TO BE INSTALLED FOR BUILDING MOUNTED LIGHT

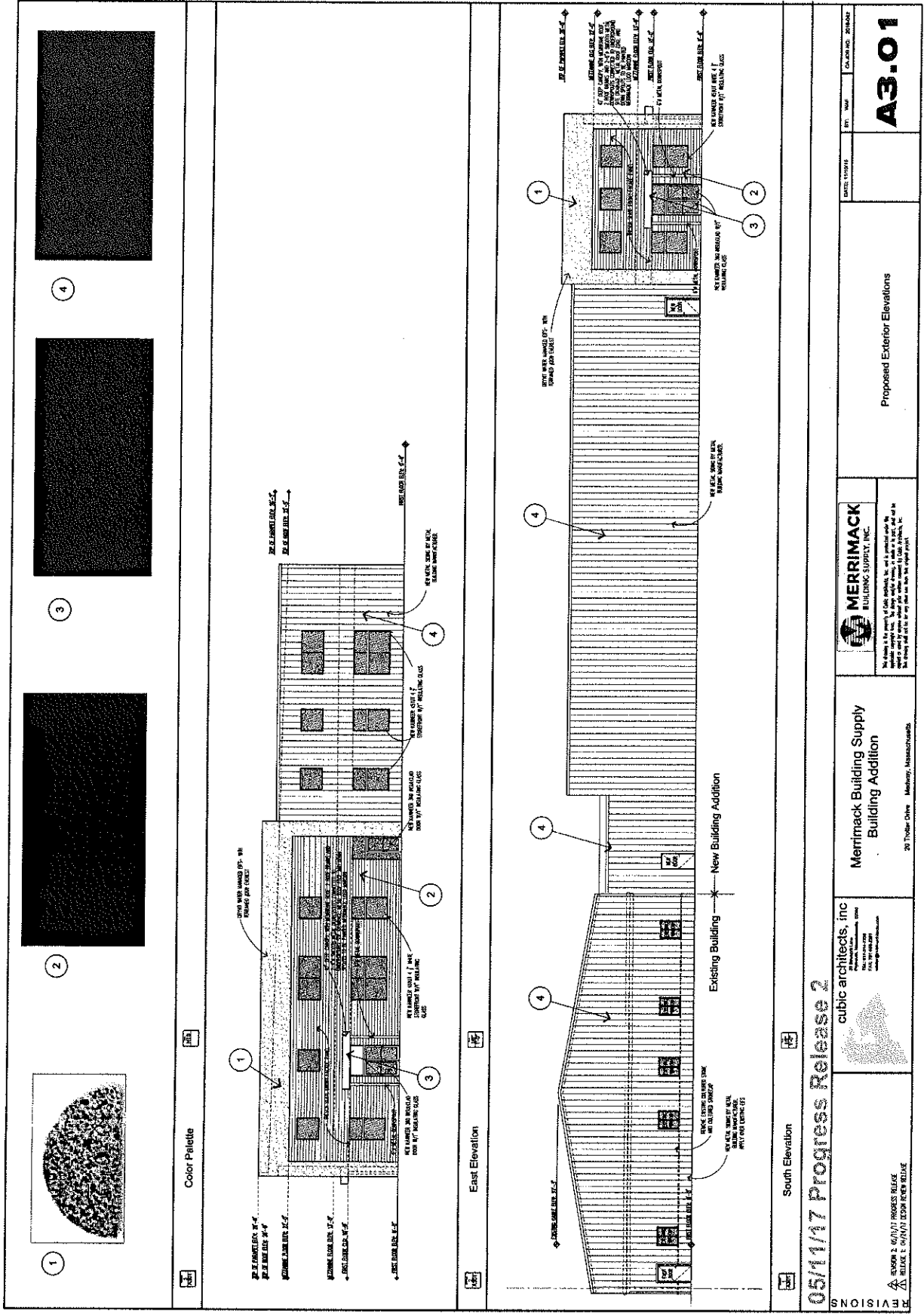
TYPICAL LIGHTING MOUNTED ON BUILDING

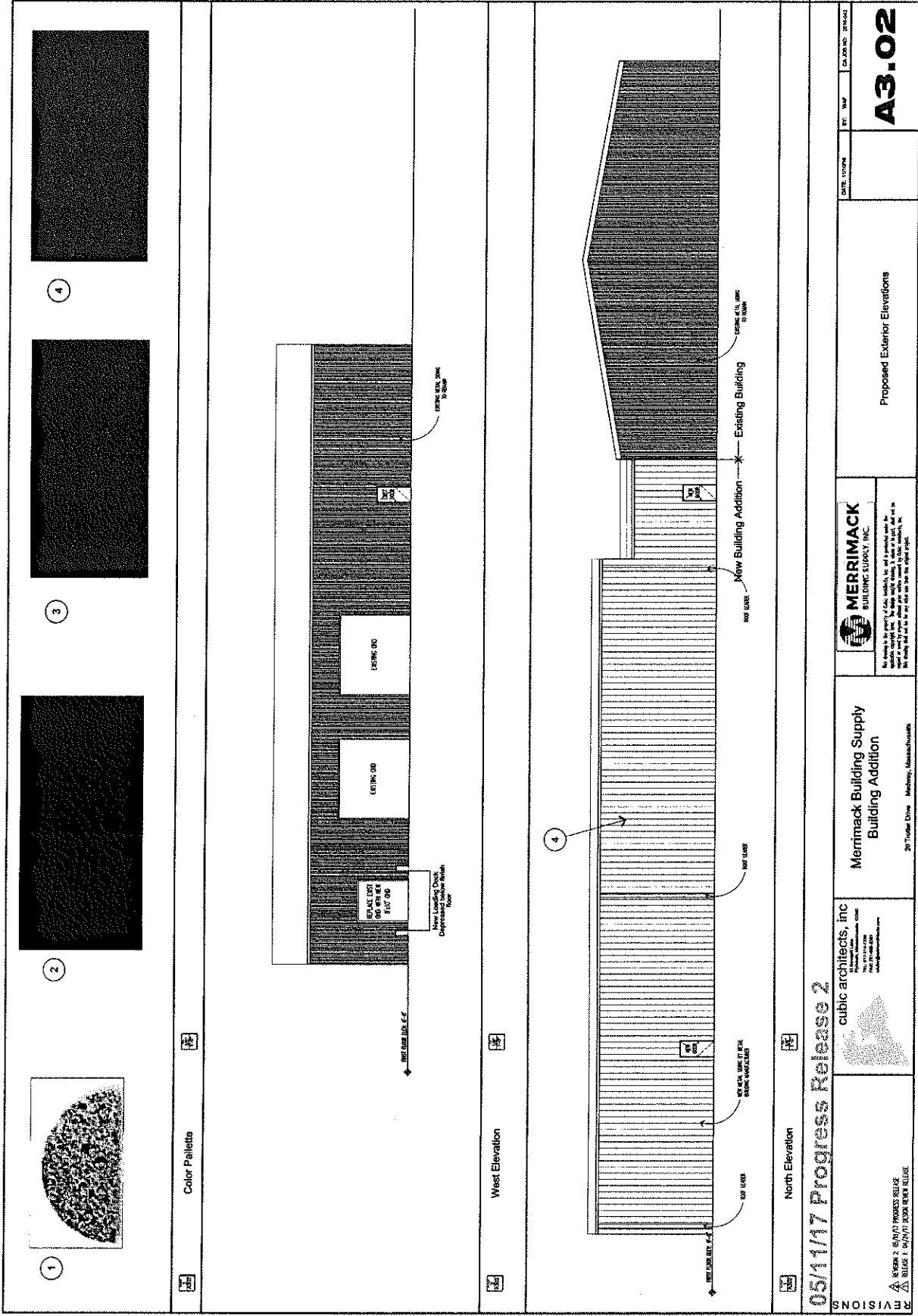
LITHONIA LIGHTING

PROP. LIGHT SHIELD TO BE INSTALLED FOR BUILDING MOUNTED LIGHT

SCALE 1" = 20'







05/11/17 Progress Release 2



cubic architects, inc.
cubic architects, inc.
20 Totten Drive
Methuen, Massachusetts 01844
Phone: 978.281.1111
Fax: 978.281.1112
www.cubicarchitects.com

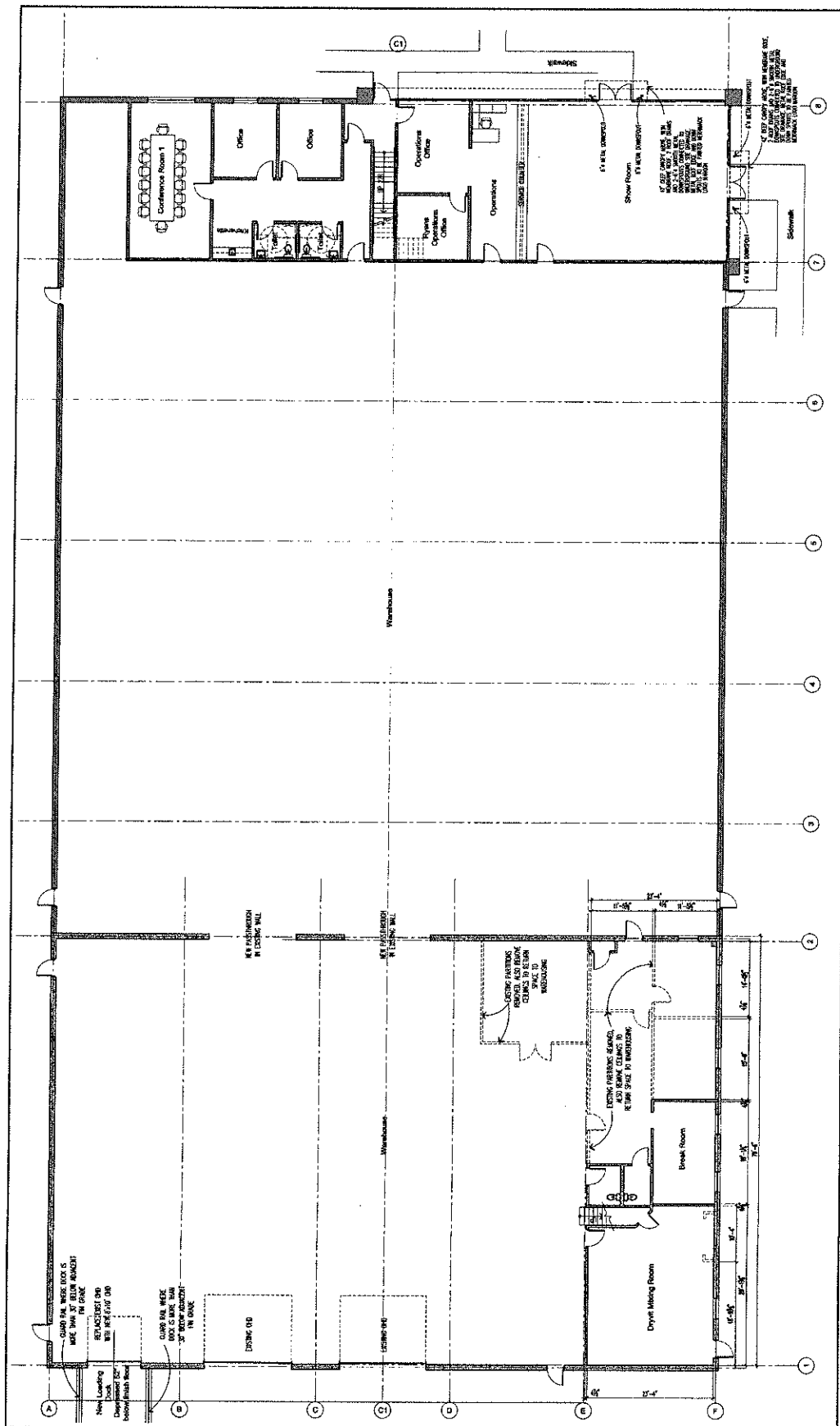
Merrimack Building Supply
Building Addition
20 Totten Drive
Methuen, Massachusetts 01844



MERRIMACK
BUILDING SUPPLY, INC.
No portion of this drawing is to be used for any other project without the written consent of the architect. The architect shall not be responsible for any errors or omissions in this drawing. The architect shall not be responsible for any construction or installation of the building or any other structure shown on this drawing.

Proposed Exterior Elevations

DATE: 05/11/17
BY: [Signature]
CHECKED: [Signature]
A3.02



Proposed First Floor Plan:

05/11/17 Progress Release 2

REVISIONS

REVISION 2: 06/11/77 PROGRESS RELEASE
RELEASE 1: 04/24/77 DESIGN REVIEW RELEASE

cubic architects, inc
30 Houghton Lane
Plymouth, Massachusetts 01960
TEL: 617-247-7340
FAX: 617-668-2881
web@quibicarchitects.com

**Merrimack Building Supply
Building Addition**

MERRIMACK
BUILDING SUPPLY, INC.

Proposed First Floor Plan

A2.02

REF: WAF	CA 1000 NOV 20 1962
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TETRA TECH

April 20, 2017
(Revised May 18, 2017)
(Revised June 12, 2017)
(Revised June 21, 2017)

Ms. Susan E. Affleck-Childs
Medway Planning and Economic Development Coordinator
Medway Town Hall
155 Village Street
Medway, MA 02053

Re: Merrimack Building Supply
Major Site Plan Review
Medway, Massachusetts

Dear Ms. Affleck-Childs:

Tetra Tech (TT) has performed a review of the proposed Site Plan for the above-mentioned Project at the request of the Town of Medway Planning and Economic Development Board (PEDB). The proposed Project is located at 20 Trotter Drive in Medway, MA on a 10.73 acre parcel located within the groundwater protection district. Proposed construction includes a 19,500 s.f. building addition, proposed parking to accommodate the addition, new utilities and proposed stormwater infrastructure to support the increase in impervious area at the site.

TT is in receipt of the following materials:

- A plan (Plans) set titled "Merrimack Building Supply Site Plan for 20 Trotter Drive in Medway, Massachusetts", dated March 10, 2017, prepared by Guerrier & Halnon, Inc. (GHI).
- A stormwater management report (Stormwater Report) titled "Hydrologic & Hydraulic Report, 20 Trotter Drive" dated March 10, 2017, prepared by GHI.
- A Project Description detailing the proposed project dated March 10, 2017, prepared by GHI.
- A list of requested waivers from the Medway PEDB Rules and Regulations.
- A Major Site Plan Approval application form dated March 14, 2017, prepared by GHI.

The Plans, Stormwater Report and accompanying materials were reviewed for conformance with Chapter 200 of the Town of Medway PEDB Rules and Regulations (Regulations), MA DEP Stormwater Management Standards (Standards) and good engineering practice. Review of the project for zoning and wetland related issues was not completed as these reviews are conducted by separate consultants/town agencies.

TT 5/18/17 Update

GHI has supplied TT with a revised submission addressing comments provided in our previous letter including the following site-related documents submitted by the applicant:

- A revised set of Plans titled "Merrimack Building Supply Site Plan for 20 Trotter Drive in Medway, Massachusetts", dated March 10, 2017, revised April 25, 2017, prepared by GHI.
- A revised Stormwater Report titled "Hydrologic & Hydraulic Report, 20 Trotter Drive" dated March 10, 2017, revised April 25, 2017, prepared by GHI.
- A Response to Comments letter dated May 2, 2017.

Infrastructure Northeast
Marlborough Technology Park 100 Nickerson Road, Marlborough, MA 01752
Tel 508.786.2200 Fax 508.786.2201 tetratech.com

The revised Plans and Stormwater Report were reviewed against our previous comment letter (April 20, 2017) and revised documents, comments have been tracked accordingly. Text shown in gray represents information contained in previous correspondence while new information is shown in black text.

TT 6/12/17 Update

GHI has supplied TT with a revised submission addressing comments provided in our previous letter including the following site-related documents submitted by the applicant:

- A revised set of Plans titled "Merrimack Building Supply Site Plan for 20 Trotter Drive in Medway, Massachusetts", dated March 10, 2017, revised May 25, 2017, prepared by GHI.
- A revised Stormwater Report titled "Hydrologic & Hydraulic Report, 20 Trotter Drive" dated March 10, 2017, revised May 25, 2017, prepared by GHI.
- A Response to Comments letter dated May 31, 2017.

The revised Plans and Stormwater Report were reviewed against our previous comment letter (May 18, 2017) and revised documents, comments have been tracked accordingly. Text shown in gray represents information contained in previous correspondence while new information is shown in black text.

TT 6/21/17 Update

GHI has supplied TT with a revised submission addressing comments provided in our previous letter including the following site-related documents submitted by the applicant:

- A revised set of Plans titled "Merrimack Building Supply Site Plan for 20 Trotter Drive in Medway, Massachusetts", dated March 10, 2017, revised June 15, 2017, prepared by GHI.
- A revised Stormwater Report titled "Hydrologic & Hydraulic Report, 20 Trotter Drive" dated March 10, 2017, revised June 19, 2017, prepared by GHI.

The revised Plans and Stormwater Report were reviewed against our previous comment letter (June 12, 2017) and revised documents, comments have been tracked accordingly. Text shown in gray represents information contained in previous correspondence while new information is shown in black text.

The following items were found to be inconsistent with current Town of Medway PEDB Site Plan Review Regulations (Chapter 200). Reference to applicable regulation requirement is given in parentheses following each comment.

- 1) The proposed Project requires an Environmental Impact Assessment (EIA) since the proposed addition is greater than fifteen thousand (15,000) square feet. Disturbance to the site also appears to be greater than thirty thousand (30,000) square feet. A waiver has been requested from this regulation by the applicant. Due to the location of the site within the Zone II area, we recommend the applicant provide the Board with the EIA. (Ch. 200 §204-3.A.7.b)
 - *GHI 5/2/17 Response: A waiver has been requested from providing the EIA.*
 - TT 5/18/17 Update: We recommend the applicant provide the EIA due to the proximity of the site to wetland/riverfront area and location within the Zone II/Groundwater Protection District. The existing site contains minimal stormwater infrastructure and we believe a study of the site's impact to the surrounding environment is warranted.
 - *GHI 5/31/17 Response: A Waiver has been requested from providing the EIA.*
 - TT 6/12/17 Update: The board is expected to grant the Waiver request. This item has been addressed to our satisfaction.

- 2) Site plans are required to be drawn at a scale of 1"=40'. Plans provided are at a scale of 1"=30' and do not show the entire site. We appreciate the level of detail and clarity provided by the 1"=30' scale but recommend the plans be reformatted to show the entire site (Ch. 200 §204-4.B).
 - *GHI 5/2/17 Response: The plans have been revised to be at a scale of 1"=40'.*
 - TT 5/18/17 Update: This item has been addressed to our satisfaction.
- 3) The applicant has not provided existing landscape inventory at the site. A waiver from this regulation has been requested. (Ch. 200 §204-5.C.3)
 - *GHI 5/2/17 Response: A waiver has been requested.*
 - TT 5/18/17 Update: Proposed development does not appear to clear any trees/landscaping which may be of significant importance to the PEDB. We are not opposed to the waiver request.
- 4) The plans do not show setback lines. (Ch. 200 §204-5.D.1)
 - *GHI 5/2/17 Response: The Site Plan has been revised to show the setback lines.*
 - TT 5/18/17 Update: This item has been addressed to our satisfaction.
- 5) The plans do not show proposed curb radii for parking areas. (Ch. 200 §204-5.D.2)
 - *GHI 5/2/17 Response: The Site Plan has been revised to show the curb radii for the parking areas.*
 - TT 5/18/17 Update: This item has been addressed to our satisfaction.
- 6) Existing/Proposed dumpster location and screening are not shown on the plans. (Ch. 200 §204-5.D.6)
 - *GHI 5/2/17 Response: The dumpster & screening locations have been added to the Existing Conditions & Site Plan.*
 - TT 5/18/17 Update: This item has been addressed to our satisfaction.
- 7) A color rendering of the project has not been provided. (Ch. 200 §204-5.D.9)
 - *GHI 5/2/17 Response: The color rendering is being provided.*
 - TT 5/18/17 Update: The intent of this requirement is to provide a color rendering of the proposed building for purposes of review by the PEDB and Design Review Committee (DRC).
 - *GHI 5/31/17 Response: The color rendering is being provided.*
 - TT 6/12/17 Update: This item has been addressed to our satisfaction.
- 8) Proposed lighting/photometric plan has not been provided. (Ch. 200 §204-5.D.13)
 - *GHI 5/2/17 Response: The lighting/photometric plan has been added to the revised plan set.*
 - TT 5/18/17 Update: This item has been addressed to our satisfaction.
- 9) We recommend the applicant speak with the Medway Fire Chief to confirm additional hydrants are not needed to meet demands of the new building. Nearest hydrant to the building is located in the cul-de-sac area of Trotter Drive. (Ch. 200 §204-5.D.16)

- *GHI 5/2/17 Response: A letter from the Fire Chief has been issued indicating that additional hydrants are not needed.*
 - TT 5/18/17 Update: We request the applicant provide this letter to TT/PEDB.
 - *GHI 5/31/17 Response: A letter from the Fire Chief has been issued indicating that additional hydrants are not needed.*
 - TT 6/12/17 Update: This item has been addressed to our satisfaction.
- 10) We recommend the applicant provide statement regarding any proposed on-site generation of noise and/or odors which may result from the expanded development of the site. (Ch. 200 §204-5.D.17)
- *GHI 5/2/17 Response: There are no changes in the use or hours of operation. There will not be any increase of noise or odors resulting from the expansion.*
 - TT 5/18/17 Update: This item has been addressed to our satisfaction.
- 11) It appears the proposed internal site driveway is located within 15' from a side lot line. (Ch. 200 §205-3.B.2)
- *GHI 5/2/17 Response: The plan has been revised to relocate the proposed driveway outside the 15' from lot line.*
 - TT 5/18/17 Update: A majority of the relocated driveway is located beyond the 15' setback requirement. However, a portion of the driveway at the entrance to the site encroaches into the 15' setback.
 - *GHI 5/31/17 Response: The plan has been revised to relocate the proposed driveway outside the 15' from lot line.*
 - TT 6/12/17 Update: This item has been addressed to our satisfaction.
- 12) The applicant has not provided vertical granite curb throughout the limit of the internal site driveway. If the applicant wishes to use Modified Cape Cod Berm, a waiver must be requested. (Ch. 200 §205-3.B.6)
- *GHI 5/2/17 Response: A waiver is requested to use Cape Cod Berm in lieu of granite curbing.*
 - TT 5/18/17 Update: We believe the Waiver request to allow the use of Cape Cod Berm is warranted due to the existing/proposed use of the site.
- 13) The plans do not distinguish between employee parking and customer parking areas. (Ch. 200 §205-6.C)
- *GHI 5/2/17 Response: The Site Plan has been revised to label the employee and customer parking areas.*
 - TT 5/18/17 Update: This item has been addressed to our satisfaction.
- 14) It appears the applicant is providing greater than the required parking for the site. We recommend the applicant limit parking to only what is required, if possible, in order to reduce impervious area. (Ch. 200 §205-6.G.2)
- *GHI 5/2/17 Response: The Site Plan has been revised to reduce the parking and impervious area.*

- TT 5/18/17 Update: This item has been addressed to our satisfaction.
- 15) Proposed parking stalls are designed at 9' x 18' and include a "+/-" designation. The regulations require stalls be no smaller than 10' x 20'. (Ch. 200 §205-6.G.3.a)
 - *GHI 5/2/17 Response: The Site Plan has been revised to reflect parking stalls to be 10'x20'.*
 - TT 5/18/17 Update: This item has been addressed to our satisfaction.
- 16) Wheel stops are required at the head of parking stalls that abut pedestrian sidewalk. (Ch. 200 §205-6.G.3.b)
 - *GHI 5/2/17 Response: The Site Plan has been revised to add wheel stops at the head of parking stalls that abut pedestrian sidewalks.*
 - TT 5/18/17 Update: This item has been addressed to our satisfaction.
- 17) It appears the parking area to the east of the proposed building is located within 15' of a side lot line. (Ch. 200 §205-6.G.4.b)
 - *GHI 5/2/17 Response: The plans have been revised to relocate the parking area to the east of the proposed building.*
 - TT 5/18/17 Update: This item has been addressed to our satisfaction.
- 18) The applicant is proposing to use Modified Cape Cod Berm along the parking area instead of Vertical Granite Curb as specified in the regulation. A waiver has been requested from this regulation. (Ch. 200 §205-6.H)
 - *GHI 5/2/17 Response: A waiver is requested to use Cape Cod Berm in lieu of granite curbing.*
 - TT 5/18/17 Update: See update at 12.
- 19) Snow removal areas have not been shown on the plans. (Ch. 200 §205-7)
 - *GHI 5/2/17 Response: The Site Plan has been revised to show the location of the snow removal areas.*
 - TT 5/18/17 Update: This item has been addressed to our satisfaction.
- 20) Proposed lighting at the site has not been provided. (Ch. 200 §205-8)
 - *GHI 5/2/17 Response: The plans have been revised to include a lighting/photometric plan.*
 - TT 5/18/17 Update: This item has been addressed to our satisfaction.

The following items were found to not be in conformance with MA DEP Storm Water Management Standards and/or Town stormwater standards.

MA DEP Stormwater Management Standards

- 21) Site is located in the Zone II area and requires 44% TSS removal prior to discharge to the proposed infiltration basin. The applicant proposed the use of an Infiltration Basin coupled with a Sediment Forebay which achieves 80% TSS removal credit. However, the proposed Sediment Forebay cannot be double counted as shown on the TSS removal spreadsheet, additional pre-treatment is required to meet the standard. (Standard 3)

- *GHI 5/2/17 Response: The calculations have been revised to show the 44% removal prior to the infiltration area located within the basin. The TSS work sheet was also calculated to show the 80% removal as it leaves the basin and discharges which is over 100' away from any wetland.*
 - *TT 5/18/17 Update: Please see our original comment for this item. A forebay can only be counted in the treatment train once. In this case, by using the 80% removal credit for the infiltration basin, the forebay is being included in that calculation since infiltration basins can only receive the 80% credit if combined with a forebay. Therefore, the proposed plan must include additional pre-treatment (proprietary separator, additional forebay, vegetated filter strip, etc.) upstream of the forebay in order to meet the 44% TSS removal threshold required by the stormwater standards.*
 - *GHI 5/31/17 Response: Grass swale with check dams have been added to the grading plan to achieve the 44% removal prior to the forebay and the infiltration basin.*
 - *TT 6/12/17 Update: Please provide a detail of the proposed grass swale and check dams (height, material, etc.). 44% TSS removal requirement has been met per the updated design.*
- 22) Metal roofs are not permitted for use in Zone II areas unless roof runoff is properly pre-treated prior to discharge to an infiltration BMP. The applicant proposes use of a rain garden in order to pre-treat roof runoff for the existing building and proposed addition. Information provided does not adequately address how this requirement is met. Additional information is needed to confirm anticipated roof drain routing and size of proposed BMP.
- *GHI 5/2/17 Response: Additional information regarding the rain garden and how it meets pre-treatment requirement is being provided. The proposed rain garden was sized to handle the entire roof area existing and proposed. The small parking area in front of the proposed addition was removed from the rain garden drainage area. The rain garden will only handle the roof area.*
 - *TT 5/18/17 Update: Rain Gardens are an acceptable practice for treating metal roofs within the Zone II area. This item has been addressed to our satisfaction.*
- 23) The existing storage shed, which is designated to remain, has a metal roof which does not appear to be receiving any treatment prior to discharge. The applicant should confirm existing and proposed roof type and amount of roof runoff discharging to the rain garden. (Standard 3)
- *GHI 5/2/17 Response: The runoff from the existing storage shed is a pre-existing condition.*
 - *TT 5/18/17 Update: Although runoff from the existing storage shed is an existing condition, metal roofs within Zone II areas are prohibited unless pre-treated prior to discharge. We recommend the applicant treat the roof of the existing storage shed in order to meet the stormwater standards.*
 - *GHI 5/31/17 Response: The runoff from the existing storage shed has been added to the rain garden drainage area by piping it along the back of the building.*
 - *TT 6/12/17 Update: Please provide pipe sizing calculations confirming available capacity in the proposed 4" drain for the 25-year design storm.*

- **GHI 6/21/17 Response: Applicant provided updated Plans and Stormwater Report, no formal response letter was received.**
 - **TT 6/21/17 Update: Applicant upsized the proposed Storage Shed roof drain to 6" which has sufficient capacity based on the provided analysis. This item has been addressed to our satisfaction.**
- 24) We recommend the applicant provide a list of materials being stored at the site to determine if site meets criteria for LUHPPL. (Standard 5)
- *GHI 5/2/17 Response: The Applicant has provided a list of materials being stored at the site. Drywall, insulation, ceiling tile, ceiling grid, dryvit (exterior finish system), lumber and steel.*
 - **TT 5/18/17 Update: The applicant should ensure that steel/metal products stored outdoors are covered to prevent metals from leaching into groundwater.**
- 25) The proposed Project results in a net increase in impervious area and as such does not meet the Redevelopment Standard. (Standard 7)
- *GHI 5/2/17 Response: The Project is not a Redevelopment Project, but some existing condition will be unchanged.*
 - **TT 5/18/17 Update: This item has been addressed to our satisfaction.**

Town Stormwater Regulations (Ch. 200 §205-4)

- 26) It appears the paved area north of the proposed building is pitching toward the drainage swale located on the adjacent property. The applicant should confirm grading at the rear of the building and/or provide documentation for drainage easement on the abutting property. (Ch. 200 §205-4.A)
- *GHI 5/2/17 Response: The Grading Plan have been revised to re-grade the area north of the proposed building so it does not pitch toward the drainage swale located on the adjacent property. Bituminous Berm has been added to prevent runoff from flowing onto abutting property and into the new drainage system on the site.*
 - **TT 5/18/17 Update: We recommend the applicant install an additional catch basin(s) along the Proposed Bituminous Berm on the western portion of the site to reduce the tributary area size of Catch Basin 2 (CB 2). As shown on the storm drain calculations worksheet, the 25-year storm event produces a peak flow of 6.41 cfs discharging to CB 2, which is well above the 1.50± cfs recommended maximum flow rate through a single catch basin grate.**
 - *GHI 5/31/17 Response: A catch basin number 6 was added to the Grading Plan.*
 - **TT 6/12/17 Update: Areas included in the storm drain computation spreadsheet do not match the "Pipe Drainage Area" figure provided. Please review and check all areas and figures prior to resubmission. We recommend peak runoff to any single catch basin grate not exceed 1.50 cfs.**
 - **GHI 6/21/17 Response: Applicant provided updated Plans and Stormwater Report, no formal response letter was received.**
 - **TT 6/21/17 Update: This item has been addressed to our satisfaction.**
- 27) The stormwater report should be stamped and signed by a Registered Professional Engineer. (Ch. 200 §205-4.B)

- *GHI 5/2/17 Response: The report has been signed and stamped by Elizabeth Mainini, P.E.*
 - TT 5/18/17 Update: This item has been addressed to our satisfaction.
- 28) Pipe sizing calculations should be provided for the 25-year storm event. Please include sizing information for roof drain laterals. (Ch. 200 §205-4.E.1)
- *GHI 5/2/17 Response: The calculations have been provided for pipe sizing for the 25-year storm event and sizing information for roof drain laterals.*
 - TT 5/18/17 Update: Calculations have been provided by the applicant. However, proportional flow depth (d/D) and velocity in the 24" discharge pipe (DMH 3 to FES 1) exceed full flow values for the given pipe.
 - *GHI 5/31/17 Response: The calculations have been checked and the 24" discharge pipe was revised. Program error.*
 - TT 6/12/17 Update: FES 1 is shown on the proposed plan at inv. 237.00. However, the design calculations for that length of pipe show an outlet invert of 236.60. We recommend the applicant check all inverts and pipe slopes between the proposed plans and design calculations to ensure they match and are able to be properly compared.
 - ***GHI 6/21/17 Response: Applicant provided updated Plans and Stormwater Report, no formal response letter was received.***
 - TT 6/21/17 Update: This item has been addressed to our satisfaction.

General Stormwater Comments

- 29) Test pits are required to confirm groundwater depths at the proposed infiltration basin location. None have been provided and basins are proposed in areas where groundwater can be reasonably expected within two feet of the proposed bottom of infiltration basin. We recommend test pits be conducted in each of the infiltration areas and design reflect minimum offsets required.
- *GHI 5/2/17 Response: The test pit locations and results have been added to the Grading Plan.*
 - TT 5/18/17 Update: Test pits have been provided and show no signs of groundwater to within seven feet (bottom of test pit) of the basin bottom. This item has been addressed to our satisfaction.
- 30) We recommend the applicant model the rain garden as a pond in order to determine stage storage elevations since the rain garden is also receiving flows from the adjacent parking lot and areas offsite. Provide calculations for drawdown within the 72 hour required period.
- *GHI 5/2/17 Response: The rain garden model/calculations are being provided with the revised plans/stormwater report.*
 - TT 5/18/17 Update: Rain garden calculations have been provided and show the peak elevation in the garden to be contained for the 100-year storm event. The calculations also show the garden dewatering within 27.5 hours which is below the 72 hours maximum required.
- 31) A stormwater checklist should be provided and stamped by Professional Engineer.

- *GHI 5/2/17 Response: The stamped stormwater checklist is included in the revised stormwater report.*
 - TT 5/18/17 Update: This item has been addressed to our satisfaction.
- 32) Total study area between existing and proposed analyses do not match. Existing study area is 7.7 acres and proposed study area is 8.46 acres. Please address.
- *GHI 5/2/17 Response: The study area has been reviewed and the discrepancy has been fixed.*
 - TT 5/18/17 Update: The inflow area in the proposed condition is approximately 0.05 acres greater than in the existing condition.
 - *GHI 5/31/17 Response: The study area has been reviewed and the discrepancy has been fixed.*
 - TT 6/12/17 Update: The HydroCAD report is incorrect as inflow areas for both pre- and post- analyses are 7.39 acres and 8.03 acres respectively. We recommend the applicant check all areas in the main body of the report and the HydroCAD analysis prior to resubmission to ensure they match and are able to be properly compared.
 - ***GHI 6/21/17 Response: Applicant provided updated Plans and Stormwater Report, no formal response letter was received.***
 - TT 6/21/17 Update: This item has been addressed to our satisfaction.
- 33) One-foot of freeboard is required in the proposed infiltration basin. Furthermore, it appears the grades are labeled incorrectly on the basin as the contour offsets appear similar but increase by different values (e.g. 235 to 236 is same contour offset as el. 236 to 238). Please address.
- *GHI 5/2/17 Response: The spillway elevation has been revised.*
 - TT 5/18/17 Update: The Plans show elevation 235-236 and 236-238 of the proposed Infiltration basin as having the same horizontal distance which would provide a steeper slope in the upper portion of the basin. The applicant should confirm if this is the intention of the design.
 - *GHI 5/31/17 Response: Elevations have been checked and adjusted on the Grading Plan.*
 - TT 6/12/17 Update: This item has been addressed to our satisfaction.

The following is a list of general items that TT recommends the applicant take into consideration prior to the next submission:

- 34) Content of Locus Map on Cover Sheet is not consistent and does not provide clear coverage of area. We request the Locus Map be compiled from a single source.
- *GHI 5/2/17 Response: The Locus Map has been revised.*
 - TT 5/18/17 Update: This item has been addressed to our satisfaction.
- 35) Lot Detail on Cover Sheet indicates additional existing site improvements (material handling area) in the southern portion of the site and in very close proximity to wetland resources. This area is excluded from subsequent site plan sheets. We suggest the Site Plans include the entire parcel and show all site activities.

- *GHI 5/2/17 Response: The site plan has been revised to show the entire parcel and all site activities proposed in this application.*
 - *TT 5/18/17 Update: This item has been addressed to our satisfaction.*
- 36) Scale bars should be provided on the plans to confirm drawing/plot scales.
 - *GHI 5/2/17 Response: The plans have been revised to show scale bars.*
 - *TT 5/18/17 Update: This item has been addressed to our satisfaction.*
- 37) Work is proposed within several easements. We request confirmation that easements do not restrict development improvements shown.
 - *GHI 5/2/17 Response: Easements are providing access to the Sewer Department. The easements do not restrict development improvements. The applicant is working with the sewer department by providing a gravel access drive along the existing sewer line.*
 - *TT 5/18/17 Update: This item has been addressed to our satisfaction.*
- 38) The driveway appears to narrow as it approaches Trotter Drive. We request the applicant provide additional detail showing how driveway and sidewalk transition to existing conditions and how required widths for two-way circulation are maintained.
 - *GHI 5/2/17 Response: The plans have been revised to show a ramp for the driveway and sidewalk transition.*
 - *TT 5/18/17 Update: This item has been addressed to our satisfaction.*
- 39) The northerly edge of driveway, as it approaches the first parking lot, does not show any edge treatment (curb). It does not appear this was intended. Please address.
 - *GHI 5/2/17 Response: The northerly edge of the driveway is proposed sidewalk out to Trotter Drive and not edge of pavement.*
 - *TT 5/18/17 Update: The proposed sidewalk detail included in the Plans shows monolithic construction of sidewalk and curb. This item has been addressed to our satisfaction.*
- 40) The summary table provided on the Cover Sheet indicates only "1" accessible space is required and provided. Applicable guidelines require two accessible spaces for parking areas of 26-50 spaces, of which, one must be van accessible. Additionally, the table indicates 48 spaces are provided however the Site Plan only shows 46. Please amend the table to show the correct information.
 - *GHI 5/2/17 Response: The summary table has been revised.*
 - *TT 5/18/17 Update: This item has been addressed to our satisfaction.*
- 41) We request the applicant provide the industrial classification (SIC Code) for the site and what, if any, NPDES stormwater permits are required for the use and/or construction.
 - *GHI 5/2/17 Response: The SIC Code for the site is 503308, no NPDES permits are required.*
 - *TT 5/18/17 Update: This item has been addressed to our satisfaction.*
- 42) The limits of pavement demolition/reclamation/repaving are unclear. Please provide additional detail to clearly indicate limits.

- *GHI 5/2/17 Response: All pavement will be reclaimed and parking areas repaved. This has been noted on the revised plans.*
 - TT 5/18/17 Update: This item has been addressed to our satisfaction.
- 43) Erosion/Sediment control measures should extend along the northern limit of the property to control runoff along the edge of new construction.
- *GHI 5/2/17 Response: The plans have been revised to extend the erosion/sediment control measures.*
 - TT 5/18/17 Update: This item has been addressed to our satisfaction.
- 44) Please show calculation confirming proposed 6" roof drain connections are sufficient to handle runoff from roof.
- *GHI 5/2/17 Response: The calculations for a 100-year storm indicate the roof drain connection should be 12"; the plans have been revised to reflect a 12" pipe.*
 - TT 5/18/17 Update: This item has been addressed to our satisfaction.
- 45) The Erosion Control Plan indicates construction runoff will be directed to the proposed infiltration basin using "Proposed Cross Trench". Accumulation of sediments from construction is likely to negatively impact infiltrative capacity needed for proper function of the basin. This practice is specifically prohibited in the Mass DEP Stormwater Handbook (Volume 2) which states "Never use infiltration basins as temporary sediment traps for construction activities". Please provide detail on how Mass DEP design standards will be met including how basin will be treated to restore infiltration rates or provide alternate location for construction controls.
- *GHI 5/2/17 Response: The plans have been revised. All runoff during construction will be directed into the forebay area of the infiltration basin and will be maintained during construction.*
 - TT 5/18/17 Update: Swales and/or additional diversion methods shall be applied during construction to prevent stormwater runoff from entering the main portion of the infiltration basin.
 - *GHI 5/31/17 Response: Settling basins have been added to the plan and cross trenches have also been added to the plan.*
 - TT 6/12/17 Update: This item has been addressed to our satisfaction.
- 46) The Planting Plan and the Site Plan show different treatment of driveway entrance. Please coordinate the two plans to show consistent treatment of the site.
- *GHI 5/2/17 Response: The plans have been revised to be consistent.*
 - TT 5/18/17 Update: This item has been addressed to our satisfaction.
- 47) Bollard detail should be added to plans.
- *GHI 5/2/17 Response: The Detail sheet has been revised to add a bollard detail.*
 - TT 5/18/17 Update: This item has been addressed to our satisfaction.
- 48) Site driveway traffic flow arrow markings are shown backwards on the plans.
- *GHI 5/2/17 Response: The Site Plan has been revised to fix the traffic flow arrow markings.*

- TT 5/18/17 Update: Two traffic arrows adjacent to the landscape island remain backwards.
 - *GHI 5/31/17 Response: The Site Plan has been revised to fix the traffic flow arrow markings.*
- TT 6/12/17 Update: This item has been addressed to our satisfaction.

Additional Comments (5/18/17)

- 49) It appears there is an existing drainage basin located at the southerly edge of pavement where the proposed basin is to be placed. It appears a portion of the site is being directed to this basin area. We recommend the applicant revise the existing drainage analysis to include this basin.
 - *GHI 5/31/17 Response: The depression that is located within the southerly edge of the pavement in the site has been modeled in the revised drainage report.*
 - TT 6/12/17 Update: This item has been addressed to our satisfaction.
- 50) We recommend the applicant use a minimum time of concentration (Tc) of six (6) minutes in the analysis in order to reduce computational errors in the HydroCAD output.
 - *GHI 5/31/17 Response: The time of concentration has been revised to 6 minutes in the drainage report.*
 - TT 6/12/17 Update: This item has been addressed to our satisfaction.
- 51) It appears offsite areas on the northerly side of the main entrance flow onto the site and may flow into the proposed Rain Garden. We recommend the applicant include upstream areas tributary to the Rain Garden to ensure it is properly sized.
 - *GHI 5/31/17 Response: The drainage area to the rain garden has been revised to offsite areas that may flow into the rain garden.*
 - TT 6/12/17 Update: This item has been addressed to our satisfaction.

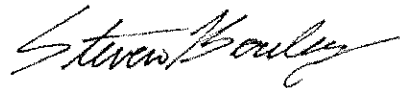
We recommend the applicant internally review and check all work prior to resubmission and not just reply to our comments. It is increasingly difficult to review figures and analyses when areas/information does not match between the Plans, Stormwater Report, figures and back-up calculations. It is our intention to review the Submission to a standard set by the Town of Medway PEDB which is hindered when we have to determine how certain information was generated. Please contact us with any questions regarding future submissions.

These comments are offered as guides for use during the Town's review and additional comments are likely to be generated during the course of review. If you have any questions or comments, please feel free to contact us at (508) 736-2200.

Very truly yours,



Sean P. Reardon, P.E.
Vice President



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

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44 MILFORD STREET
MEDWAY, MA 02053

TOWN OF MEDWAY

FIRE DEPARTMENT

JEFFREY P. LYNCH
FIRE CHIEF



TEL: (508) 533-3211
FAX: (508) 533-3254

Susy Afflack Childs
Community & Economic Development
Town of Medway
155 Village Street
Medway, MA 02053

Dear Susy,

June 19, 2017

I have spoken with Mr. Pete Lavoie regarding the expansion of 20 Trotter Drive. He has agreed to add an additional hydrant to the property and add a Knox Box lock at the gate and key access box to the building. There is sufficient access around to and to the building. I have no outstanding issue with it moving forward. Thank you.

If you have any questions please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "J. Lynch", is written over a horizontal line.

Jeffrey P. Lynch
Chief of Department

Town of Medway, Massachusetts

CERTIFICATION
PURSUANT TO G. L. c. 39, SECTION 23D
OF PARTICIPATION IN A SESSION OF AN
ADJUDCATORY HEARING
WHERE THE UNDERSIGNED MEMBER MISSED
A SINGLE HEARING SESSION

Note: This form can only be used for missing one single public hearing session.
This cannot be used for missing more than one hearing session.

I, ROBERT TUCKER (name), hereby certify under the pains and penalties of perjury as follows:

1. I am a member of PLANNING & ECONOMIC DEV. BOARD

2. I missed a public hearing session on the matter of

Memmack Building Supply Site Plan & Grandwater
Special Permit
which was held on 5/23/17

3. I have reviewed all the evidence introduced at the hearing session that I missed which included a review of (initial which one(s) applicable):

a. _____ audio recording of the missed hearing session; or

b. ☒ video recording of the missed hearing session; or

c. _____ a transcript of the missed hearing session.

This certification shall become a part of the record of the proceedings in the above matter.

Signed under the pains and penalties of perjury this 8 day of JUNE, 2017

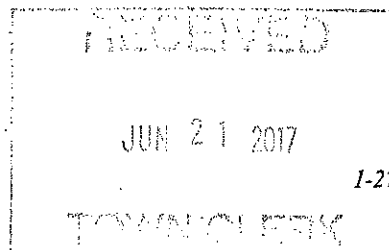
[Signature]
Signature of Board Member

Received as part of the record of the above matter:

Date: June 13, 2017

By: S. Offtech-Cliles

Position: Planning & Economic
Development Coordinator



Town of Medway, Massachusetts

CERTIFICATION
PURSUANT TO G. L. c. 39, SECTION 23D
OF PARTICIPATION IN A SESSION OF AN
ADJUDCATORY HEARING
WHERE THE UNDERSIGNED MEMBER MISSED
A SINGLE HEARING SESSION

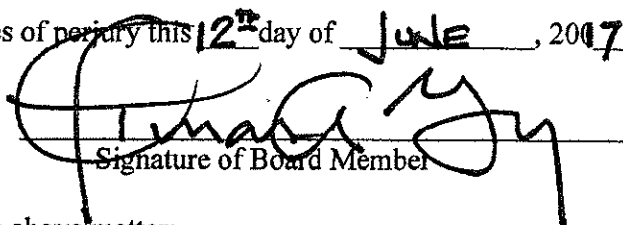
Note: This form can only be used for missing one single public hearing session.
This cannot be used for missing more than one hearing session.

I, THOMAS GAY (name), hereby certify under the pains and penalties of perjury as follows:

1. I am a member of PLANNING & ECONOMIC DEVELOPMENT BD
2. I missed a public hearing session on the matter of
MERRIMACK BUILDING SUPPLY SITE & GROUNDWATER
which was held on MAY 23RD, 2017
3. I have reviewed all the evidence introduced at the hearing session that I missed which included a review of (initial which one(s) applicable):
 - a. — audio recording of the missed hearing session; or
 - b. ✓ video recording of the missed hearing session; or
 - c. ✓ a transcript of the missed hearing session.

This certification shall become a part of the record of the proceedings in the above matter.

Signed under the pains and penalties of perjury this 12th day of JUNE, 2017.

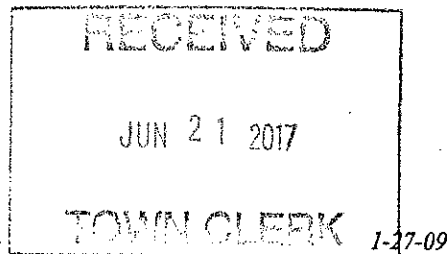

Signature of Board Member

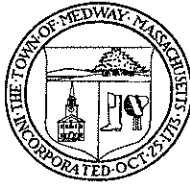
Received as part of the record of the above matter:

Date: JUNE 13, 2017

By: Safford Clark

Position: Planning & Economic
Development Coordinator





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*

DRAFT – June 25, 2017

**Site Plan and Groundwater Protection District
Special Permit Decision
Merrimack Building Supply – 20 Trotter Drive Ellen Realty
APPROVED with Waivers and Conditions**

Decision Date: _____

Name/Address of Applicant: Merrimack Building Supply
20 Trotter Drive
Medway, MA 02053

Name/Address of Property Owner: Medway Trotter LLC
20 Trotter Drive
Medway, MA 02053

Engineer: Guerriere & Halnon, Inc.
P.O. Box 235
Milford, MA 01757

Site Plan: Merrimack Building Supply Site Plan of Land for 20 Trotter Drive
Dated March 14, 2017, last revised June 15, 2017 by Guerriere and
Halnon of Milford, MA and Cubic Architects, Inc. of Plymouth,
MA

Location: 20 Trotter Drive

Assessors' Reference: 64-002

Zoning District: Industrial III and Groundwater Protection District

I. PROJECT DESCRIPTION – The proposed project includes construction of a 19,500 sq. ft. addition to the existing 10,000 sq. ft. structure, a new customer entrance, expanded parking for a total of 40 parking spaces, construction a new loading dock and paved area for truck access to the loading area, installation or relocation of utilities to accommodate the building addition, abandonment of the existing septic system and connection to Town sewer, installation of a stormwater drainage system where none presently exists, and installation of site lighting and landscaping. Site access from Trotter Drive remains the same.

The site includes wetland resources, a small portion of Stall Brook, and is located within Medway's Groundwater Protection District.

II. VOTE OF THE BOARD – After reviewing the application and information gathered during the public hearing and review process, the Medway Planning and Economic Development Board, on _____, 2017, on a motion made by _____ and seconded by _____ voted to **GRANT with CONDITIONS a groundwater protection special permit and to APPROVE with WAIVERS and CONDITIONS** as specified herein, a site plan for the construction of a _____ and site improvements at 20 Trotter Drive as shown on _____ dated _____, last revised _____ to be further revised as specified herein.

The vote was approved by a vote of ____ in favor and ____ opposed.

Planning & Economic Development Board Member

Vote

Richard Di Iulio
Matthew Hayes
Thomas A. Gay
Andy Rodenhiser
Robert Tucker

III. PROCEDURAL HISTORY

- A. March 13, 2017 - Site plan application and associated materials filed with the Medway Planning & Economic Development Board and the Medway Town Clerk
- B. March 21, 2017 – Groundwater protection district special permit application filed.
- C. March 22, 2017 – Public hearing notice filed with the Town Clerk and posted at the Town of Medway web site.
- D. March 23, 2017 - Public hearing notice mailed to abutters by certified sent mail.
- E. March 23, 2017 – Site plan information distributed to Town boards, committees and departments for review and comment.
- F. March 28 and April 3, 2017 - Public hearing notice advertised in *Milford Daily News*.
- G. April 11, 2017 - Public hearing commenced. The public hearing was continued to April 25, May 23, June 13 and 27, and July 11, 2017 when the hearing was closed and a decision rendered.

IV. INDEX OF SITE PLAN DOCUMENTS

- A. The site plan and special permit applications for the proposed Merrimack Building Supply expansion project included the following plans, studies and information that were provided to the Planning and Economic Development Board at the time the applications were filed:
1. Site Plan Application and Special Permit Application dated March 14, 2017 with Project Description, property ownership documentation, certified abutters' list, and requests for waivers.
 2. *Merrimack Building Supply Site Plan of Land for 20 Trotter Drive* dated March 14, 2017, prepared by Guerriere and Halnon, Milford, MA
 3. Building Floor Plans and Elevations dated November 10, 2016, prepared by Cubic Architects, Plymouth, MA
 4. *Hydrologic & Hydraulic Report*, 20 Trotter Drive in Medway, MA dated March 10, 2017, prepared by Guerriere and Halnon, Milford, MA
 5. *Requests for Waivers from the Medway Site Plan Rules and Regulations*, dated March 14, 2017 prepared by Guerrier and Halnon
- B. During the course of the review, a variety of other materials were submitted to the Board by the applicant and its representatives:
1. *Merrimack Building Supply Site Plan of Land for 20 Trotter Drive* dated March 14, 2017, revised April 25, 2017, revised May 31, 2017, revised June 6, 2017, last revised June 15, 2017, prepared by Guerriere and Halnon, Milford, MA
 2. Building Floor Plans and Elevations dated November 10, 2016, revised April 24 and May 11, 2017 prepared by Cubic Architects, Plymouth, MA
 3. *Hydrologic & Hydraulic Report*, 20 Trotter Drive in Medway, MA dated March 10, 2017, revised April 25, 2017, revised May 25, 2017, revised June 19, 2017 prepared by Guerriere and Halnon, Milford, MA
 4. Letter dated May 2, 2017 from Peter Lavoie, P.E. of Guerriere and Halnon in response to Tetra Tech's April 20, 2017 review comments.
 5. Letter dated May 18, 2017 from Peter Lavoie, P.E. of Guerriere and Halnon in response to PGC's April 5, 2017 review comments.
 6. Letter dated May 31, 2017 from Peter Lavoie, P.E. of Guerriere and Halnon in response to Tetra Tech's May 18, 2017 review comments.
 7. Letter dated May 31, 2017 from Peter Lavoie, P.E. of Guerriere and Halnon in response to PGC's May 18, 2017 review comments.
 8. Letter dated June 19, 2017 from Peter Lavoie, P.E. of Guerriere and Halnon in response to Tetra Tech's June 12, 2017 review comments.

- V. **TESTIMONY** - In addition to the site plan and special permit application materials as submitted and provided during the course of the Board's review, the Board also received verbal or written testimony from:

- Sean Reardon, P.E. of Tetra Tech, Inc., the Town's Consulting Engineer – Site plan review letters dated April 20, May 18, June 12, and June 21, 2017 and commentary throughout the public hearing process.
- Gino Carlucci, PGC Associates, the Town's Consulting Planner – Site plan review letters dated April 5 and May 18, 2017 and commentary throughout the public hearing process.
- Bill Donegan, Merrimack Building Supply, applicant
- Peter LaVoie, P.E. of Guerriere and Halnon, engineering consultant
- Review letter from the Medway Design Review Committee dated May 24, 2017
- Email note from Fire Chief Jeff Lynch dated April 24, 2017
- Letter dated June 19, 2017 from Fire Chief Jeff Lynch.
- Memorandum from Police Sergeant/Safety Officer Jeff Watson dated April 23, 2017
- Email communications dated April 10 and, 2017 from Kelly Rice of 1 Lost Hill Drive

VI. FINDINGS – The Planning and Economic Development Board must determine whether the proposed project constitutes a suitable development based on conformance with the various site development standards and criteria set forth in the *Site Plan Rules and Regulations*.

The Planning and Economic Development Board, at its meeting on _____ on a motion made by _____ and seconded by _____ voted to _____ the following **FINDINGS** regarding the site plan and special permit applications for 20 Trotter Drive. The motion was _____ by a vote of _____ in favor and _____ opposed.

SITE PLAN RULES AND REGULATIONS FINDINGS – The Planning and Economic Development Board shall determine whether the proposed development is in conformance with the standards and criteria set forth in the *Rules and Regulations*, unless specifically waived. In making its decision, the Planning and Economic Development Board shall determine the following:

- (1) Has internal circulation, queuing and egress been designed such that traffic safety is protected, access via minor streets servicing residential areas is minimized, and traffic backing up into the public way is minimized?

Ingress and egress is off a cul-de-sac and does not present a safety issue. The driveway provides access to 2 separate off-street parking lots so there is no backing onto a public way. The only queuing issue is delivery trucks parked in the cul-de-sac awaiting opening of the business. A gate is being located well into the driveway in order to allow waiting trucks to pull into the driveway rather than park in the cul-de-sac. Access via the residential portion of Alder Street is minimized through signage and instructions to employees and delivery personnel.

- (2) Does the site plan show designs that minimize any departure from the character, materials, and scale of buildings in the vicinity as viewed from public ways and places?

The proposed building addition and site are in an industrial style, scale and materials similar to other buildings within the industrial park. Existing vegetation at the front of the site and within the street right-of-way is being retained to help

screen the building addition and parking lot. The design has been reviewed by the Design Review Committee and is acceptable for its location.

- (3) Is reasonable use made of building location, grading and vegetation to reduce the visible intrusion of structures, parking areas, outside storage or other outdoor service areas (e.g. waste removal) from public views or from (nearby) premises residentially used and zoned.

The site is off the end of a cul-de-sac and the project is an addition to an existing building so building location was already fixed. As stated above, vegetation at the front of the site will remain to reduce visual intrusion. A rain garden is planned in front of the smaller parking lot and the building and the vegetation on the remainder of the site will help screen the larger parking lot and outdoor storage areas from public view and nearby residential properties.

- (4) Is adequate access to each structure for fire and service equipment provided?

Access for fire and service equipment is provided on three sides of the combined original building and addition. The Fire Chief has reviewed the plan and has found the site design to be acceptable for safety access purposes.

- (5) Will the design and construction minimize, to the extent reasonably possible, the following environmental impacts?

- a) the volume of cut and fill;
- b) the number of trees to be removed with particular care taken with mature trees and root systems;
- c) the visual prominence of man-made elements not necessary for safety;
- d) the removal of existing stone walls;
- e) the visibility of building sites from existing streets;
- f) the impacts on waterways and environmental resource areas;
- g) soil pollution and erosion;
- h) noise.

As a previously-developed site, the volume of new cut and fill is minimal. The only trees to be cut are those that are necessary to accommodate the building addition, expanded parking and new drainage system. The trees to the front of the site and within the right-of-way will be left intact. The trees left will also screen the visual prominence of the building and parking lots and reduce their visibility from Trotter Drive and Alder Street. The drainage system has been reviewed by the Town's Consulting Engineer and has been determined to be adequate to protect waterways and environmental resources. Since the site is located within a Groundwater Protection District, this approval also includes a special permit that ensures it will not adversely affect groundwater. Appropriate soil pollution and erosion controls have been incorporated into the plan. No extraordinary noise will be generated by the operation of the building supply business.

- (6) Is pedestrian and vehicular safety both on the site and egressing from it maximized?

The entrance and egress to the site and its parking and loading facilities have been designed for safe operation and to minimize conflict. Walkways are provided from Trotter Drive to the site and from the parking lots to building entrances.

- (7) Does the design and will the construction incorporate, to the maximum extent possible, the visual prominence of natural and historic features of the site?

There are no visually prominent natural or historic features on site.

- (8) Does the lighting of structures and parking area avoid glare on adjoining properties and minimize light pollution within the town?

The lighting plan as conditioned (See Condition #__) does not produce glare to adjoining properties and minimizes light pollution by using cut off lenses.

- (9) Is the proposed limit of work area reasonable and does it protect sensitive environmental and/or cultural resources? The site plan as designed should not cause substantial or irrevocable damage to the environment, which damage could be avoided or ameliorated through an alternative development plan or mitigation measures.

The limit of work is reasonable and it protects sensitive environmental resources since it avoids the wetlands buffer zone and extends just beyond the existing disturbed area on the site.

Groundwater Protection District Findings

- (10) New construction is a permitted use, subject to certain restrictions, within the Groundwater Protection District. As conditioned, and as noted below, the project will comply with those restrictions.
- (11) Storage of hazardous materials is prohibited unless in a free-standing container within a building. As conditioned, any hazardous materials that will be used at the facility will be identified and a list provided to the Board (See Condition #__). All storage and use will be contained within the building. Any accidental spillage will also be contained within the building and any that enters the sewer system will be treated prior to being discharged to the municipal sewer system.
- (12) Fertilizers will be used on landscape material but will be the minimum necessary (See Condition #__). All storage will be contained within the building.
- (13) Any use of hazardous materials will be contained within the building.
- (14) There will be no earth removal within 6 feet of the historical high groundwater level.
- (15) Water control devices are prohibited unless they can be shown to prevent adverse impacts on groundwater. The stormwater management plans have been reviewed by the Town's Consulting Engineer to ensure that no adverse impacts will result.
- (16) The Town's Consulting Engineer has reviewed the planned stormwater management to ensure that groundwater recharge that does not degrade groundwater quality.

- (17) As required by Section 5.6.F, the plans have been provided to the Board of Health, Conservation Commission, Water and Sewer Commission, and Department of Public Services to ensure that no adverse impacts on the quality or quantity of water available within the Groundwater Protection District, and that disturbance of the soils, topography, drainage, vegetation and other characteristics is minimized. The proposed facility will reduce impacts on the quality of water available within the Groundwater Protection District.

Special Permit Findings - Unless otherwise specified herein, special permits shall be granted by the special permit granting authority only upon its written determination that the adverse effects of the proposed use will not outweigh its beneficial impacts to the town or the neighborhood, in view of the particular characteristics of the site, and of the proposal in relation to that site. In making its determination, the special permit granting authority, in addition to any specific factors that may be set forth in other sections of the Zoning Bylaw, shall make findings on all of the applicable criteria specified below:

- (18) The proposed site is an appropriate location for the proposed use.
The site is an appropriate location for the proposed use since it is an expansion of an existing building and is located within the Industrial III zoning district that specifically allows such industrial uses.
- (19) Adequate and appropriate facilities will be provided for the operation of the proposed use.
As documented above in the Findings pursuant to the Site Plan Rules and Regulations, adequate and appropriate facilities have been provided for the operation of the facility. Its internal roadway and parking system and stormwater management system have been reviewed by the Town's Public Safety staff and the Board's Consulting Engineer and found to be adequate. Furthermore, the septic system serving the existing building will be abandoned and the building will be connected to the municipal sewer system, thus removing a source of potential contamination from the Groundwater Protection District.
- (20) The proposed use as developed will not create a hazard to abutters, vehicles, pedestrians or the environment.
*As conditioned, the proposed facility will remove an existing hazard to abutters by providing an area within its entrance driveway for freight trucks to park when they arrive during the facility's off hours. The industrial park road system is adequate to handle the minimal increase in traffic. While pedestrian access is expected to be minimal, a sidewalk will be provided from Trotter Drive to the building entrance as well as between the parking areas and the entrances. Primary access is from Route 109 and Trotter Drive and **Condition #** requires the business owners to take steps to discourage use of Alder Street by its employees, suppliers and customers.*
- (21) The proposed use will not cause undue traffic congestion or conflicts in the immediate area.
The industrial park roadway system is adequate to handle the small increase in traffic resulting from this expansion.

- (22) The proposed use will not be detrimental to the adjoining properties due to lighting, odors, dust, noise, vibration, refuse materials, or other undesirable visual, site or operational attributes of the proposed use.

The Board considered the comments of abutters in the adjoining residential neighborhood and has ensured that there will be no light trespass, and that existing vegetation in the front of the site and within the right-of-way will remain to reduce visual impacts. A dumpster is provided for refuse and it is located on the opposite side of the building considerably away from the residential area. No extraordinary noise, vibration dust or other operational attributes are expected from the proposed expanded use and no evidence of such impacts from the existing operation has been suggested.

- (23) The proposed use as developed will not adversely affect the surrounding neighborhood or significantly alter the character of the zoning district.
As conditioned, the proposed expanded use on the site will not adversely affect the surrounding neighborhood or change the character of the zoning district. The use is allowed by right in the district, and the building addition is in character with other industrial buildings in the area. Adequate measures have been taken to reduce the impacts on the residential neighbors.

- (24) The proposed use is in harmony with the general purpose and intent of this Zoning Bylaw.
The proposed use is an expansion of an existing use which is allowed by right in the Industrial III district and therefore is in harmony with the Zoning Bylaw.

- (25) The proposed use is consistent with the goals of the Medway Master Plan.
The proposed facility is in compliance with Goals 1 and 6 of the Economic Development Goals and Objectives as follows: Goal 1: Maximize the area's economic resources and Goal 6: Attract new (and retain existing) businesses and increase the industrial/ manufacturing base.

- (26) The proposed use will not be detrimental to the public good.
The proposed use helps achieve the goals the Medway Master Plan by providing an expanded tax base and preserving and increasing jobs while incorporating measures to protect the environment and neighboring residences so it is not detrimental to the public good.

VII. WAIVERS – At its _____ 2017 meeting, the Planning and Economic Development Board, on a motion made by _____ and seconded by _____, voted to grant waivers from the following provisions of the *Rules and Regulations for the Submission and Approval of Site Plans, as amended December 3, 2002*. The Planning and Economic Development Board's action and reasons for granting each waiver request are listed below. All waivers are subject to the *Special and General Conditions of Approval*, which follow this section. The motion was approved by a vote of _____ in favor and _____ opposed.

1. **Section 204 – 3. A. Development Impact Statement** – The applicant shall provide a written *Development Impact Statement* which shall describe the

potential and anticipated impacts of the proposed development, identify all positive and adverse impacts, and propose an acceptable program to prevent or mitigate adverse impacts. A *Development Impact Statement* shall address traffic, environmental, community and parking impacts.

At its discretion, the Planning Board, upon written request of the applicant, and based on the Board's preliminary assessment of the scale and type of development proposed, may waive or modify the requirements for submission of any of the elements of the *Development Impact Statement*.

The Board APPROVES the applicant's request to waive the requirement for submission of a Development Impact Statement due to the existing use of the property for industrial uses and the nature planned development for additional storage/warehouse space. The preparation of a traffic impact assessment is not expected to reveal any useful information related to the site or the project's impacts.

2. **Section 204 – 3.A.7.a. Traffic Impact Assessment** – A traffic impact report is required if a development project involves the addition of 30 or more parking spaces.

The applicant has proposed _____ parking spaces for the site and has requested that the requirement for a traffic impact assessment be waived as the project's scope will generate only employee and delivery traffic. The preparation of a traffic impact assessment is not expected to reveal any useful information related to the site or the project's impacts. Therefore, the Board APPROVES this waiver request.

3. **Section 204-5 C. 3. Existing Landscape Inventory** - An *Existing Landscape Inventory* shall be prepared by a Professional Landscape Architect licensed in the Commonwealth of Massachusetts. This inventory shall include a "mapped" overview of existing landscape features and structures and a general inventory of major plant species including the specific identification of existing trees with a diameter of one (1) foot or greater at four (4) feet above grade.

The applicant has requested a waiver from this requirement as the site has been used for many years for Merrimack Building Supply and is already disturbed. There are no trees or landscaping in the proposed work area. There is no value in preparing an inventory of the existing landscape given the existing condition of the site. Therefore, the Board APPROVES this waiver request.

4. **Section 205-6 H. Curbing** – The perimeter of the parking area shall be bounded with vertical granite curb or similar type of edge treatment to delineate the parking lot.

The applicant has requested a waiver from this requirement and proposes the use of Cape Cod berm instead where no curbing presently exists. The applicant believes the proposed alternative curbing material is an appropriate method to delineate the boundary of the proposed parking lot, is consistent with the general

industrial park area and will appropriately improve the site. The Board concurs with this assessment and APPROVES this waiver request.

VIII. CONDITIONS The *Special and General Conditions* included in this Decision shall assure that the Board's approval of this site plan is consistent with the *Site Plan Rules and Regulations*, that the comments of various Town boards and public officials have been adequately addressed, and that concerns of abutters and other town residents which were aired during the public hearing process have been carefully considered

SPECIFIC CONDITIONS OF APPROVAL

- A. **Plan Endorsement** - Within sixty (60) days after the Board has filed its *Decision* with the Town Clerk, the site plan for the Merrimack Building Supply expansion project at 20 Trotter Drive dated March 10, 2017 last revised June 15, 2017 prepared by Guerriere and Halnon of Milford, Ma and Cubic Architects of Plymouth, MA shall be further revised to reflect all Conditions and required revisions, including those as follows, and shall be submitted to the Planning and Economic Development Board to review for compliance with the Board's *Decision*. (*Said plan is hereinafter referred to as the Plan*). The Applicant shall provide a Mylar set of the revised Plan in its final form to the Board for its signature/endorsement. All Plan sheets shall be bound together in a complete set.
- B. **Cover Sheet Revisions** – Prior to plan endorsement, the cover sheet of the June 15, 2017 site plan set shall be revised as follows:
1. Remove waiver requests for 205-3 D and 205-9 F.
 - 2.
- C. **Other Plan Revisions** – Prior to plan endorsement, the following plan revisions shall be made to the June 15, 2017 Site Plan set.
1. Per the Design Review Committee's review letter dated May 24, 2017, the plan should be revised to include a detail of the planned continuation of an existing stone wall along the building façade. The Applicant shall provide information to the DRC regarding the material selected for the stone wall for its approval.
 2. Per the Design Review Committee's review letter dated May 24, 2017, the plan should be revised to include a detail for an opaque enclosure around the outside dumpster. The enclosure shall fully screen the height of the dumpster.
 3. Per the Medway Police Department's review letter dated April 23, 2017, the plan shall be revised to indicate that the No Parking Signs to be installed on Trotter Drive shall also state No Idling.
 3. The building elevation plan by Cubic Architects shall be revised as follows and added to the plan set:
 - a) specify materials, etc. finishes, etc.
 3. The photometric plan (Sheet 6) shall be revised to show no light spillage off the property.

D. Conditions pertaining to Groundwater Protection District special permit

1. Storage of hazardous materials is prohibited unless in a free-standing container within a building. Any hazardous materials that will be used at the facility shall be identified and a list provided to the Board. All storage and use of hazardous materials shall be contained within the building. Any accidental spillage shall also be contained within the building and any that enters the sewer system shall be treated prior to being discharged to the municipal sewer system.
2. Fertilizers may be used on landscape material but shall be the absolute minimum necessary. All storage of fertilizers shall be contained within the building.
3. Limits on bulk outdoor storage . . .
- 4.
- 5.

GENERAL CONDITIONS OF APPROVAL

- A. **Fees** - Prior to site plan endorsement by the Planning and Economic Development Board, the Applicant shall pay:
1. the balance of any outstanding plan review fees owed to the Town for review of the site plan by the Town's engineering, planning or other consultants; and
 2. any construction inspection fee that may be required by the Planning and Economic Development Board; and
 3. any other outstanding expenses or obligations due the Town of Medway pertaining to this property, including real estate and personal property taxes and business licenses.

The Applicant's failure to pay these fees in their entirety shall be reason for the Planning and Economic Development Board to withhold plan endorsement.

- B. **Other Permits** – This permit does not relieve the applicant from its responsibility to obtain, pay and comply with all other required federal, state and Town permits. The contractor for the applicant or assigns shall obtain, pay and comply with all other required Town permits.
- C. **Document/Plan Recording** - Within thirty (30) days of recording the Decision and the associated Plan, the Applicant or his assign shall provide the Board with a receipt from the Norfolk County Registry of Deeds indicating that all documents have been duly recorded, or supply another alternative verification that such recording has occurred.

D. ***Restrictions on Construction Activities*** – During construction, all local, state and federal laws shall be followed regarding noise, vibration, dust and blocking of town roads. The applicant and its contractors shall at all times use all reasonable means to minimize inconvenience to abutters and residents in the general area. The following specific restrictions on construction activity shall apply.

1. ***Construction Time*** - Construction work at the site and in the building and the operation of construction equipment including truck/vehicular and machine start-up and movement shall commence no earlier than 7 a.m. and shall cease no later than 6 p.m. Monday – Saturday. No construction shall take place on Sundays or legal holidays without the advance approval of the Inspector of Buildings.
2. ***Something re: notifying neighbors, provide a phone number for questions during construction***
3. The applicant shall take all measures necessary to ensure that no excessive dust leaves the premises during construction including use of water spray to wet down dusty surfaces.
4. There shall be no tracking of construction materials onto any public way. Daily sweeping of roadways adjacent to the site shall be done to ensure that any loose gravel/dirt is removed from the roadways and does not create hazardous or deleterious conditions for vehicles, pedestrians or abutting residents. In the event construction debris is carried onto a public way, the Applicant shall be responsible for all clean-up of the roadway which shall occur as soon as possible and in any event within twelve (12) hours of its occurrence.
5. The Applicant is responsible for having the contractor clean-up the construction site and the adjacent properties onto which construction debris may fall on a daily basis.
6. All erosion and siltation control measures shall be installed by the Applicant prior to the start of construction and observed by the Planning and Economic Development Board's consulting engineer and maintained in good repair throughout the construction period.
7. ***Construction Traffic/Parking*** – During construction, adequate provisions shall be made on-site for the parking, storing, and stacking of construction materials and vehicles. All parking for construction vehicles and construction related traffic shall be maintained on site. No parking of construction and construction related vehicles shall take place on adjacent public or private ways or interfere with the safe movement of persons and vehicles on adjacent properties or roadways.
8. ***Noise*** - Construction noise shall not exceed the noise standards as specified in the *Medway Zoning Bylaw*, SECTION V. USE REGULATIONS, Sub-Section B. Area Standards, Paragraph 2. b).

E. ***Landscape Maintenance***

1. The site's landscaping shall be maintained in good condition throughout the life of the facility and to the same extent as shown on the endorsed Plan. Any shrubs, trees, bushes or other landscaping features shown on the Plan that die shall be replaced by the following spring.
2. Within 60 days after two years after the occupancy permit is issued, the Town's Consulting Engineer or the Inspector of Buildings shall conduct an initial inspection of the landscaping to determine whether and which landscape items need replacement or removal and provide a report to the Board. At any time subsequent to this initial inspection, the Town's Consulting Engineer or the Inspector of Buildings may conduct further inspections of the landscaping to determine whether and which landscaping items need replacement or removal and provide a report to the Board. The Board may seek enforcement remedies with the Inspector of Buildings/Zoning Enforcement Officer to ensure that the comprehensive landscaping plan is maintained.

F. Snow Storage and Removal

1. On-site snow storage shall not encroach upon nor prohibit the use of any parking spaces required by the zoning bylaw.
2. Accumulated snow which exceeds the capacity of the designated snow storage areas on-site shall be removed from the premises within 24 hours after the conclusion of the storm event.

G. Construction Oversight

1. Construction Account

- a) Inspection of infrastructure and utility construction, installation of site amenities including landscaping, and the review of legal documents by Town Counsel is required. Prior to plan endorsement, the applicant shall establish a construction account with the Planning and Economic Development Board. The funds may be used at the Board's discretion to retain professional outside consultants to perform the items listed above as well as the following other tasks - inspect the site during construction/installation, identify what site plan work remains to be completed, prepare a bond estimate, conduct other reasonable inspections until the site work is completed and determined to be satisfactory, review as-built plans, and advise the Board as it prepares to issue a *Certificate of Site Plan Completion*).
- b) Prior to plan endorsement, the Applicant shall pay an advance toward the cost of these services to the Town of Medway. The advance amount shall be determined by the Planning and Economic Development Board based on an estimate provided by the Town's Consulting Engineer.
- c) Depending on the scope of professional outside consultant assistance that the Board may need, the Applicant shall provide supplemental

payments to the project's construction inspection account, upon invoice from the Board.

- d) Any funds remaining in the applicant's construction inspection account after the *Certificate of Site Plan Completion* is issued shall be returned to the applicant.
2. Planning and Economic Development Board members, its staff, consultants or other designated Town agents and staff shall have the right to inspect the site at any time, for compliance with the endorsed site plan and the provisions of this Decision.
3. The Department of Public Services will conduct inspections for any construction work occurring in the Town's right-of way in conjunction with the Town of Medway Street Opening/Roadway Access Permit.
4. The applicant shall have a professional engineer licensed in the Commonwealth of Massachusetts conduct progress inspections of the construction of the approved site improvements. Inspections shall occur at least on a monthly basis. The engineer shall prepare a written report of each inspection and provide a copy to the Planning and Economic Development Board within 5 days of inspection.

H. ***Modification of Plan and/or Decision***

1. This site plan and special permit approval is subject to all subsequent conditions that may be imposed by other Town departments, boards, agencies or commissions. Any changes to the site plan that may be required by the decisions of other Town boards, agencies or commissions shall be submitted to the Planning and Economic Development Board for review as site plan modifications.
2. Any work that deviates from the approved site plan or this Decision shall be a violation of the *Medway Zoning Bylaw*, unless the Applicant requests approval of a plan modification pursuant to Section 3.5.2.A.3.c. and such approval is provided in writing by the Planning and Economic Development Board.
3. Whenever additional reviews by the Planning and Economic Development Board, its staff or consultants are necessary due to proposed site plan modifications, the Applicant shall be billed and be responsible for all supplemental costs including filing fees, plan review fees and all costs associated with another public hearing including legal notice and abutter notification. If the proposed revisions affect only specific limited aspects of the site, the Planning and Economic Development Board may reduce the scope of the required review and waive part of the filing and review fees.

I. ***Compliance with Plan and Decision***

1. The Applicant shall construct all improvements in compliance with the approved and endorsed site plan and this Decision any modifications thereto.
2. The Planning and Economic Development Board or its agent(s) shall use all legal options available to it, including referring any violation to the Building Commissioner/Zoning Enforcement Officer for appropriate enforcement action, to ensure compliance with the foregoing Conditions of Approval.
3. The Conditions of Approval are enforceable under Section 3.1. F. of the *Medway Zoning Bylaw* (non-criminal disposition) and violations or non-compliance are subject to the appropriate fine.

J. ***Performance Security***

1. No occupancy permit for the planned addition shall be granted until the Planning and Economic Development Board has provided a written communication to the Inspector of Buildings/Zoning Enforcement Officer that the project, as constructed, conforms completely and fully to the approved site plan and that any conditions including construction of any required on and off-site improvements, have been satisfactorily completed OR that suitable security/performance guarantee has been provided to the Town of Medway, to the Planning and Economic Development Board's satisfaction, to cover the cost of all remaining work.
2. The applicant shall propose a form of performance security which shall be of a source and in a form acceptable to the Planning and Economic Development Board, the Treasurer/Collector and Town Counsel. The Board may require that the performance guarantee be accompanied by an agreement which shall define the obligations of the developer and the performance guarantee company including:
 - a) the date by which the developer shall complete construction
 - b) a statement that the agreement does not expire until released in full by the Planning and Economic Development Board
 - c) procedures for collection upon default.
3. The amount of the performance guarantee shall be equal to 100% of the amount that would be required for the Town of Medway to complete construction of the site infrastructure including installation of stormwater management facilities, utilities, services, pedestrian facilities and all site amenities as specified in the Site Plan that remain unfinished at the time the performance guarantee estimate is prepared if the developer failed to do so.
4. The security amount shall be approved by the Planning and Economic Development Board based on an estimate provided by the Town's Consulting Engineer based on the latest weighted average bid prices issued by the Mass Highway Department. The estimate shall reflect the cost for the Town to complete the work as a public works project which

may necessitate additional engineering, inspection, legal and administrative services, staff time and public bidding procedures. The estimate shall also include the cost to maintain the infrastructure in the event the developer fails to adequately perform such and the cost for the development of as-built plans. In determining the amount, the Board shall be guided by the following formula in setting the sum: estimate of the Town's Consulting Engineer of the cost to complete the work plus a twenty-five percent (25%) contingency.

5. Final release of performance security is contingent on project completion.

K. **Project Completion**

1. Site plan approval shall lapse after one (1) year of the grant thereof if substantial use has not commenced except for good cause. Approved site plans shall be completed by the applicant or its assignees within two (2) years of the date of plan endorsement. Upon receipt of a written request by the applicant filed at least thirty (30) days prior to the date of expiration, the Planning and Economic Development Board may grant an extension for good cause. The request shall state the reasons for the extension and also the length of time requested. If no request for extension is filed and approved, the site plan approval shall lapse and may be reestablished only after a new filing, hearing and decision.
2. Prior to issuance of a final occupancy permit, the Applicant shall secure a **Certificate of Site Plan Completion** from the Planning and Economic Development Board and provide the **Certificate** to the Inspector of Buildings. The **Certificate** serves as the Planning and Economic Development Board's confirmation that the completed work conforms to the approved site plan and any conditions and modifications thereto, including the construction of any required on and off-site improvements. The **Certificate** also serves to release any security/performance guarantee that has been provided to the Town of Medway. To secure a **Certificate of Site Plan Completion**, the applicant shall:
 - a) provide the Planning and Economic Development Board with written certification from a Professional Engineer registered in the Commonwealth of Massachusetts that all building and site work has been completed in strict compliance with the approved and endorsed site plan, and any modifications thereto; and
 - b) submit an electronic version of an As-Built Plan, prepared by a registered Professional Land Surveyor or Engineer registered in the Commonwealth of Massachusetts, to the Planning and Economic Development Board for its review and approval. The As-Built Plan shall show actual as-built locations and conditions of all buildings and site work shown on the original site plan and any modifications thereto. The final As-Built Plan shall also be provided to the Town in CAD/GIS file format per MASS GIS specifications.

- L. **Construction Standards** - All construction shall be completed in full compliance with all applicable local, state and federal laws, including but not limited to the Americans with Disabilities Act and the regulations of the Massachusetts Architectural Access Board for handicap accessibility.
- M. **Conflicts** – If there is a conflict between the site plan and the Decision's Conditions of Approval, the Decision shall rule. If there is a conflict between this Decision and/or site plan and the Medway Zoning Bylaw, the Bylaw shall apply.

IX. APPEAL – Appeals if any, from this Decision shall be made to the court within twenty (20) days of the date the Decision is filed with the Town Clerk.

After the appeal period has expired, the applicant must obtain a certified notice from the Town Clerk that no appeals have been made and provide such certification to the Planning and Economic Development Board before plan endorsement.

###

DRAFT

**Medway Planning and Economic Development Board
SITE PLAN and SPECIAL PERMIT DECISION
Merrimack Building Supply, 20 Trotter Drive**

Approved by the Medway Planning & Economic Development Board: _____

AYE:

NAY:

ATTEST:

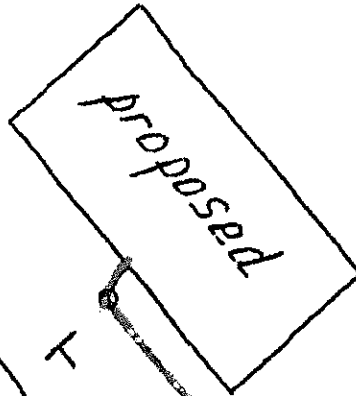
Susan E. Affleck-Childs
Planning & Economic Development Coordinator

Date

COPIES TO: Michael Boynton, Town Administrator
David D'Amico, DPS Director
Bridget Graziano, Conservation Agent
Donna Greenwood, Assessor
Beth Hallal, Health Agent
Jeff Lynch, Fire Chief
Jack Mee, Inspector of Buildings and Zoning Enforcement Officer
Stephanie Mercandetti, Director of Community and Economic Development
Joanne Russo, Treasurer/Collector
Jeff Watson, Police Department Safety Officer
Bill Donegan, Merrimack Building Supply
Peter Lavoie, Guerriere and Halnon
Steven Bouley, Tetra Tech
Gino Carlucci, PGC Associates

RUSS SANTORO (OWNER)
CONTRACTOR: PLTRUFANT

VILLAGE ESTATES
permanent
private way



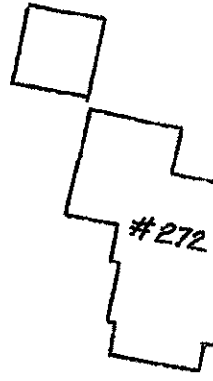
TOP OF Foundation
188.0

connection @ proposed
House 181.85

95'

110'

BEDELIA LANE
(Proposed)



Proposed
CURBSTOPS

BM 179.14
NAIL 36" pine tree

EXISTING SMH INV. 172.52

EXISTING SEWER

PROPOSED SEWER

Proposed ② 11 1/2" taps
5' apart

VILLAGE STREET

① RIM 175.98

EXISTING 8" WATER MAIN

Susan Affleck-Childs

From: Bouley, Steven <Steven.Bouley@tetrattech.com>
Sent: Wednesday, May 31, 2017 3:44 PM
To: David Damico; Susan Affleck-Childs
Cc: Reardon, Sean; Barry Smith; James Lancot
Subject: RE: Village Estates (Bedalia LAne) - Wayne Brundage

Thanks Dave. I concur on limiting bends for the proposed main particularly since the existing lateral from the manhole on the applicants property to the main in Village Street already includes two bends.

From: David Damico [mailto:ddamico@townofmedway.org]
Sent: Wednesday, May 31, 2017 3:01 PM
To: Bouley, Steven <Steven.Bouley@tetrattech.com>; Susan Affleck-Childs <sachilds@townofmedway.org>
Cc: Reardon, Sean <sean.reardon@tetrattech.com>; Barry Smith <bsmith@townofmedway.org>; James Lancot <jlancot@townofmedway.org>
Subject: RE: Village Estates (Bedalia LAne) - Wayne Brundage

I'll just add that the developer's contractor approached us with the alternate tie-in for sewer. We had no objection as, yes, it avoided a dig on Village which we would like to avoid while RT 109 work is in progress. The only other comment I would make is that any design that involves multiple bends of a sewer line before it gets to the street is a bad idea.

Thanks,

Dave
DPS Director
Check us out on-line at www.townofmedway.org

Please remember when writing or responding, the Massachusetts Secretary of State has determined that e-mail is a public record.

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From: Bouley, Steven [mailto:Steven.Bouley@tetrattech.com]
Sent: Wednesday, May 31, 2017 2:49 PM
To: Susan Affleck-Childs
Cc: Reardon, Sean; David Damico
Subject: RE: Village Estates (Bedalia LAne) - Wayne Brundage

Susy,

I met with the applicant this morning on-site. I explained what Sean had discussed with me based on conversations at the previous PEDB hearing. In light of that, the applicant is proposing to run a new 6" sewer main down the eastern property line and tying the existing house and the proposed duplex into the new 6" main. I asked him to coordinate with his engineer and provide a sketch of his proposal so we can review and confirm.

Based on our conversation his main concerns were/are the following:

1. He is being limited to what he can do on his property by concern of an abutter regarding trees that the abutter planted making a hardship for the applicant.

2. He said he would have installed the main per the design but DPS requested it be relocated to the eastern portion of the site to avoid digging in Village Street.
3. The trees that were planted on abutting property pose a risk to the stone foundation of the existing home and tree canopies overhang the property line.
4. The proposed sewer alignment spoken in the last hearing that would align to the west of the existing house then across the front lawn would require an easement which may affect proposed development on his lot in the future if the applicant so wishes to pursue.
5. The manhole the applicant plans to tie into appears to be on his property. The plans also show this on Sheet 5.

I asked the applicant to please attend the next hearing (or whichever hearing the project can next be heard) so the board can hear his concerns regarding the proposed sewer alignment.

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

Steve

From: Susan Affleck-Childs [<mailto:sachilds@townofmedway.org>]
Sent: Friday, May 26, 2017 9:56 AM
To: Bouley, Steven <Steven.Bouley@tetrattech.com>
Cc: Reardon, Sean <sean.reardon@tetrattech.com>
Subject: Village Estates (Bedalia Lane) - Wayne Brundage

Hi Steve,

At Tuesday night's PEDB meeting, Wayne Brundage attended as did Russ Santoro. There was a hearty discussion on relocating the planned sewer line extension so it doesn't extend northerly running parallel to the property line between 272 and 268 Main Street as is presently planned and approved by DPS. Sean can brief you better on the discussion.

We agreed that we would schedule a phone call/meeting with you, Russ, Dave D and me to try to work this out. Will you be out in Medway next Tuesday? Might we be able to fit in some time to meet?

Wayne just stopped by. He has some additional information showing the existing sewer line. Please call him to discuss. 508-282-1090.

Also, I need a cost estimate from you for continued services for Village Estates starting with Sean's attendance at the 5/23 PEDB mtg and going forward. I need to invoice Russ Santoro.

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*

Please remember when writing or responding, the Massachusetts Secretary of State has determined that e-mail is a public record.

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VILLAGE ESTATES

DEFINITIVE SUBDIVISION

PERMANENT PRIVATE WAY

REVISED DATE: JULY 25, 2011
PER COMMENTS PLANNING BOARD CONSULTANT'S
DATED: JUNE 23, 2011

REVISED DATE: SEPTEMBER 12, 2011
MOVE ROAD LAYOUT 2 FT.

REVISED DATE: OCTOBER 6, 2011
ADD WAIVER REQUESTS & REPLACE WATER MAIN
WITH TWO WATER SERVICE LINES

REVISED DATE: OCTOBER 21, 2011
DRAINAGE SWALE

REVISED DATE: NOVEMBER 16, 2011
RIP-RAP SWALE & ROAD SHOULDER

REVISED DATE: JUNE 10, 2015
DECISION REQUIREMENTS

I CERTIFY THAT THIS PLAN HAS BEEN
PREPARED IN CONFORMANCE WITH THE
RULES AND REGULATIONS OF THE
COMMISSIONER OF REGISTERS OF DEEDS OF THE
COMMONWEALTH OF MASSACHUSETTS
DATE: 6/10/15
DATE APPROVED: 6/10/15
DATE SUBMITTED: 6/10/15
MEDWAY PLANNING BOARD
DATE DISBURSED: 6/10/15



APPROVED: [Signature]
SUBJECT TO
COVENANT CONDITIONS SET FORTH
IN A COVENANT DEED TO BE
MADE, DIRECTLY, INDIRECTLY
OR OTHERWISE, AND TO BE
RECORDED THEREWITH.

I CERTIFY THAT 20 DAYS HAVE
ELAPSED SINCE PLANNING BOARD
APPROVAL, AND NO APPEAL HAS
BEEN FILED IN THIS OFFICE.

DATE: 6/10/15
TOWN CLERK

VILLAGE ESTATES
DEFINITIVE SUBDIVISION
PERMANENT PRIVATE WAY
PLAN OF LAND
IN
MEDWAY, MA

MAP 1C PARCEL 11.4

ZONING: AR II DISTRICT

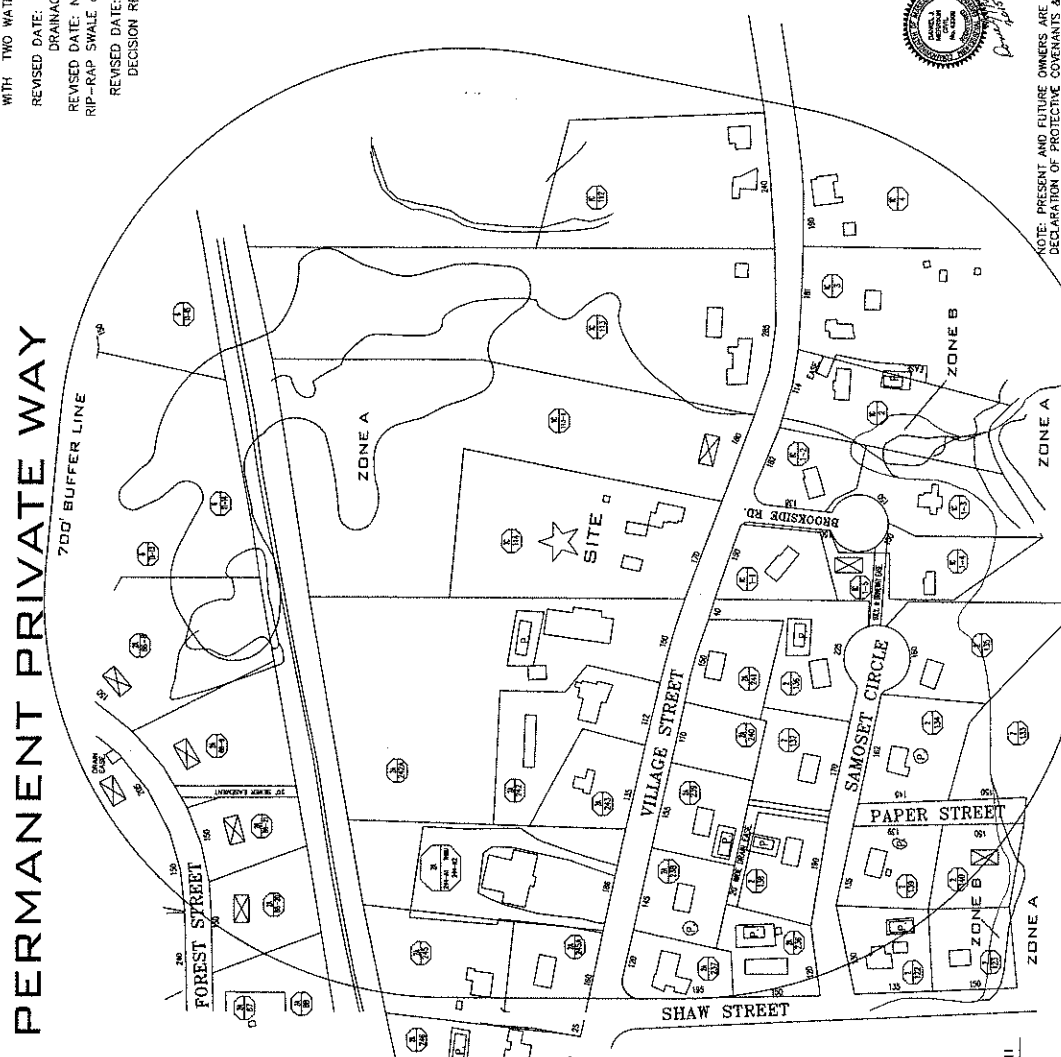
OWNER: RUSSELL S. & DOROTHY P. SANTORO
372 VILLAGE STREET
MEDWAY, MA 02053

DATE: MAY 19, 2011
SCALE: 1" = 200'

COLONIAL ENGINEERING, INC.
11 ARL STREET
MEDWAY, MA 02053
508-533-1644

MERRIKIN ENGINEERING LLP
730 MAIN STREET (SUITE 2)
MILLS, MA 02054
508-376-6883

COVER SHEET
SHEET 1 OF 8



NOTE: PRESENT AND FUTURE OWNERS ARE SUBJECT TO
DECLARATION OF PROTECTIVE COVENANTS & RESTRICTIONS
GOVERNING THE
VILLAGE ESTATES SUBDIVISION.



GENERAL NOTES

- 1) ALL IMPROVEMENTS SHALL BE CONSTRUCTED IN ACCORDANCE
WITH MASS DOT STANDARD SPECIFICATIONS AND THE CURRENT
EDITION OF THE MASSACHUSETTS ENGINEERING CONSTRUCTION.
- 2) VERTICAL CURVE GRADING SHALL BE INSTALLED AT THE
STREET INTERSECTION LOCATIONS.
- 3) THE PROPOSED LOCATIONS FOR THE ELECTRIC, TELEPHONE AND CABLE CONDUITS
SHALL BE DETERMINED BY THE UTILITIES SERVICE PROVIDER.
- 4) WITH THE PLAN CONDITIONS FOR THIS ROAD OPENING STREET, SHALL COMPLY
WITH THE PLAN CONDITIONS FOR THIS ROAD OPENING STREET.

SUBDIVISION AREA CHART

TOTAL AREA OF EXIST. LAND = 88,271 SQ. FT.
TOTAL AREA OF LOTS & PARCELS = 88,271 SQ. FT.
TOTAL AREA OF LOTS & PARCELS = 88,271 SQ. FT.
TOTAL AREA DEDICATED TO STREET PURPOSES = 17,847 SQ. FT.
TOTAL AREA DEDICATED TO OPEN SPACE = 0
TOTAL AREA DEDICATED TO OPEN SPACE = 0
TOTAL SUM OF ABOVE 194,392 = TO 88,271 SQ. FT.

ABUTTING STREET INFORMATION

VILLAGE STREET	50 FT. COUNTY LAYOUT	27 FT. WIDE PAVEMENT (SIDEWALK ROAD)
SAMOSSET CIRCLE	40 FT. PUBLIC WAY	23.5 FT. WIDE PAVEMENT
BROOKSIDE ROAD	33 FT. PRIVATE WAY	19 FT. WIDE PAVEMENT
FOREST ROAD	45 FT. PUBLIC WAY	24 FT. WIDE PAVEMENT

WAIVER REQUEST LIST

- 7.6.2 B1. WATER FACILITIES INSTALLATION
REQUEST WATER FROM INSTALLATION OF WATER MAIN, INTERMITTENT
AND VALVES AND OTHER FITTINGS REQUIRE FOR WATER MAIN TIE IN.
- 7.7.2. 4) STORM WATER
REQUEST WATER FROM REQUIRED INSTALLATION OF
FROM PROPERTY LANE
- 7.9.1 D1. STREET AND ROADWAY LOCATION
REQUEST WATER FOR 2 FT. RESERVE STRIP OF LAND
ALONG ROAD LAYOUT.
- 7.9.2 ALIGNMENT
REQUEST WATER FROM REQUIRED DRAIN RIGIDS
LOCATED ON NORTH WEST SIDE OF ROAD.
- 7.9.7 1H1. ROADWAY CONSTRUCTION
REQUEST WATER FROM REQUIRED INSTALLATION OF
HOT MIX ASPHALT ROAD PAVEMENT.
- 7.10.2 CURBS AND BERMS
REQUEST WATER FROM REQUIRED INSTALLATION OF
HOT MIX ASPHALT FOR 200' ROAD
- 7.12.1 FIRE PREVENTION
REQUEST WATER FROM REQUIRED INSTALLATION OF
FIRE ALARM SYSTEM
- 7.21 STREET LIGHTS
REQUEST WATER FROM REQUIRED INSTALLATION OF
STREET LIGHTS

NOTE:

THE SUBDIVISION PROPERTY SHALL BE
CLASSIFIED AS COVENANT PLAN OR B1B
THE SUBJECT PROPERTY DOES NOT
LIE WITHIN THE FLOOD PLAIN
THE SUBDIVISION SHALL BE CLASSIFIED
AS COVENANT PLAN OR B1B
AND SHALL CONFORM.

LEGAL REFERENCE

USED BY: 26453 PL # 529
PL BK 339 PL # 865
PL BK 377 PL # 58
NORFOLK COUNTY LAYOUT 1922

MEDWAY ZONE A - II

MIN. FRONTAGE 150 FT.
MIN. LOT AREA 10 FT.
MIN. LOT AREA 22,000 SQ. FT.

NOTE: PRESENT AND FUTURE OWNERS ARE SUBJECT TO
DEED BK 25455 PG 529
PL BK 339 PL # 586
PL BK 339 PL # 586
NORFOLK COUNTY LAYOUT 1922

REVISED DATE: JULY 25, 2011
PER COMMENTS PLANNING BOARD CONSULTANT'S
DATED: JUNE 23, 2011

REVISED DATE: SEPTEMBER 12, 2011
MOVE ROAD LAYOUT 2 FT.

REVISED DATE: OCTOBER 6, 2011
ADD WATER REQUESTS & REPLACE WATER MAIN
WITH TWO WATER SERVICE LINES

REVISED DATE: OCTOBER 21, 2011
DRAINAGE SWALE

REVISED DATE: NOVEMBER 16, 2011
RIP-RAP SWALE & ROAD SHOULDER

REVISED DATE: JUNE 1

I CERTIFY THAT THIS PLAN HAS BEEN
PREPARED IN CONFORMANCE WITH THE
REQUIREMENTS OF THE
COMMONWEALTH OF MASSACHUSETTS
CHAPTER 268A, § 27B
DATE: 6/14/15
TOWN CLERK



DATE APPROVED: 6/14/15
DATE ENDORSED: 6/14/15
MEDWAY PLANNING BOARD
APPROVED: 6/14/15
SUBJECT TO THE
APPROVAL OF THE
NORFOLK COUNTY LAYOUT 1922
AND TO BE
RECORDED HEREWITH.

I CERTIFY THAT 30 DAYS HAVE
ELAPSED SINCE PLANNING BOARD
APPROVAL, AND NO APPEAL HAS
BEEN FILED IN THIS OFFICE.

DATE: 6/14/15
TOWN CLERK

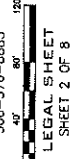
VILLAGE ESTATES DEFINITIVE SUBDIVISION PERMANENT PRIVATE WAY PLAN OF LAND IN MEDWAY, MA MAP 1C PARCEL 114 ZONING AR II DISTRICT

OWNER: RUSSELL S. & DOROTHY P. SANTORO
372 VILLAGE STREET
MEDWAY, MA 02053

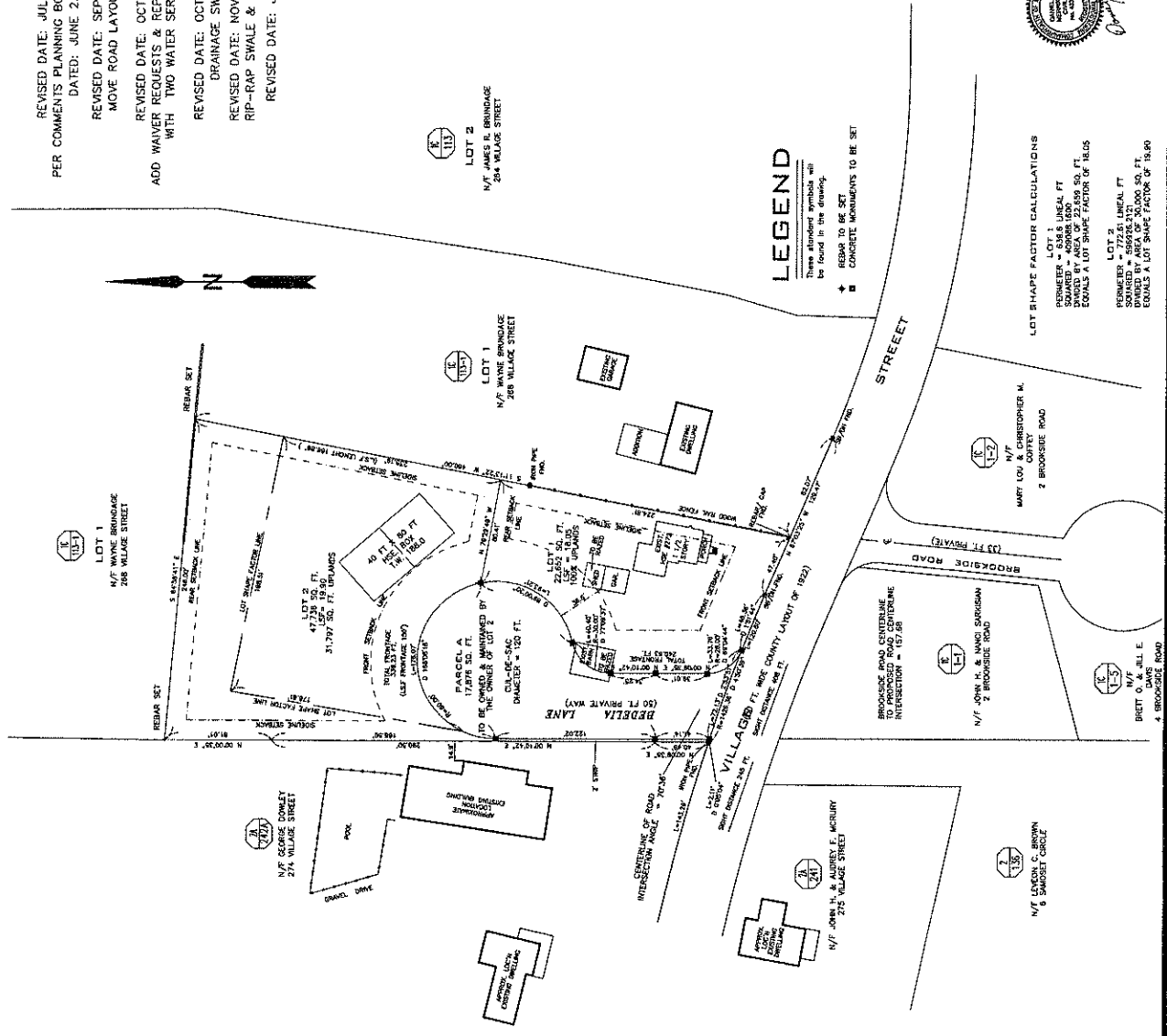
DATE: MAY 19, 2011
SCALE: 1" = 40'

COLONIAL ENGINEERING, INC.
11 AM. STREET
MEDWAY, MA 02053
508-533-1644

MERRIKIN ENGINEERING LLP
730 MAIN STREET (SUITE 2)
MEDWAY, MA 02053
508-376-8885



LEGAL SHEET
SHEET 2 OF 8



LEGEND

Three standard symbols will
be found in the drawing:
+ ROAD TO BE SET
■ CONCRETE MONUMENTS TO BE SET

LOT SHAPE FACTOR CALCULATIONS
PERIMETER = 0.465 LINEAL FT
SQUARED = 0.216 ACRES
EQUALS A LOT SHAPE FACTOR OF 18.05

LOT 2
PERIMETER = 0.465 LINEAL FT
SQUARED = 0.216 ACRES
EQUALS A LOT SHAPE FACTOR OF 18.05

LOT 1
PERIMETER = 0.465 LINEAL FT
SQUARED = 0.216 ACRES
EQUALS A LOT SHAPE FACTOR OF 18.05

LOT 3
PERIMETER = 0.465 LINEAL FT
SQUARED = 0.216 ACRES
EQUALS A LOT SHAPE FACTOR OF 18.05

LOT 4
PERIMETER = 0.465 LINEAL FT
SQUARED = 0.216 ACRES
EQUALS A LOT SHAPE FACTOR OF 18.05

MEDWAY ZONE AR - II
MIN. FRONTAGE 150 FT.
MIN. DEPTH 15 FT.
MIN. LOT AREA 22,500 SQ. FT.

LEGAL REFERENCE
DEED BK 25455 PG 529
PL BK 339 PL # 586
PL BK 339 PL # 586
NORFOLK COUNTY LAYOUT 1922

NOTE:
THE SUBJECT PROPERTY IS NOT
CLASSIFIED AS CHARTER DIA OR #1B.
THE SUBJECT PROPERTY DOES NOT
QUALIFY FOR A SPECIAL MASSACHUSETTS
VILLAGE STREET IS AN EXISTING
ROAD AND NOT CONFORMING.

REVISED DATE: JUNE 10, 2000
DECISION REQUIREMENTS

I CERTIFY THAT THIS PLAN HAS BEEN
PREPARED IN CONFORMITY WITH THE
RULES AND REGULATIONS OF THE
REGISTERS OF DEEDS OF THE
COMMONWEALTH OF MASSACHUSETTS
Paul J. Edwards
DATE: 6/16/15

DATE APPROVED: 1-14-2011
DATE ENDORSED: 6/23/2011

APPROVED 11/29/2016, SUBJECT TO
COVENANT CONDITIONS SET FORTH
IN A COVENANT EXECUTED BY
GLASSBORO T. BOARD OF SUPERVISORS
DATED 6/23/2016 AND TO BE
RECORDED HERewith.

I CERTIFY THAT 20 DAYS HAVE ELAPSED SINCE PLANNING BOARD APPROVAL, AND NO APPEAL HAS BEEN FILED IN THIS OFFICE.

DATE: 6/17/15 *Photo*
TOWN CLERK

VILLAGE ESTATES
DEFINITIVE SUBDIVISION
PERMANENT PRIVATE WAY
PLAN OF LAND
IN
MEDWAY, MA

MAP 10 PARCEL 134

ZONING AR II DISTRICT

OWNER: RUSSELL S. & DOROTHY P. SANTORO
372 VILLAGE STREET
MEDWAY, MA 02053

DATE: MAY 19, 2011
SCALE 1" = 40'

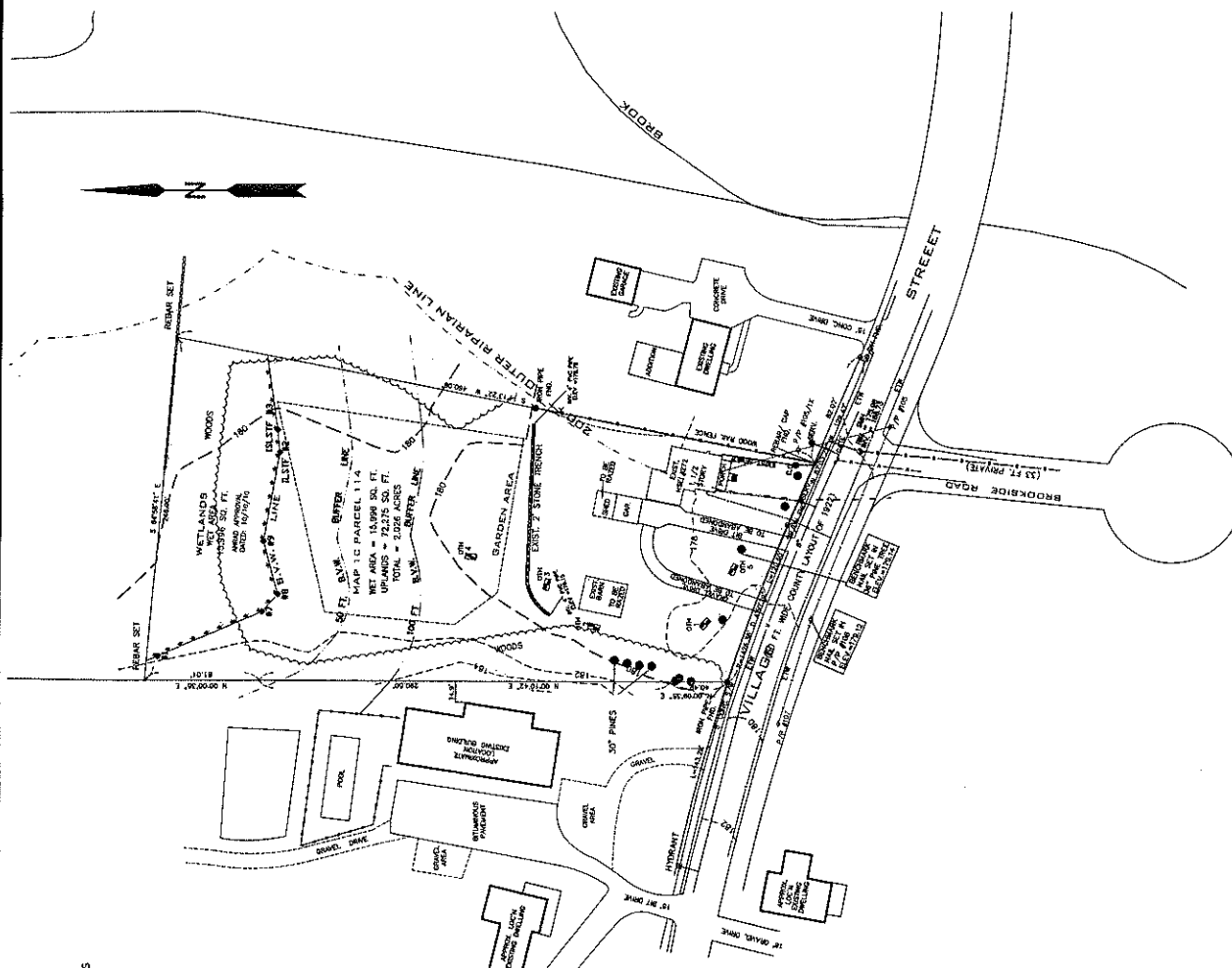
COLONIAL ENGINEERING, INC.
11 AWL STREET
MEDWAY, MA 02053
508-533-1644

MERRIKIN ENGINEERING LLP
730 MAIN STREET (SUITE 2)
MILLIS, MA 02054
508-376-8883

0' 40' 80' 120'

EXISTING CONDITIONS

SHEET 3 OF 8



NOTE: PRESENT AND FUTURE OWNERS ARE SUBJECT TO
DECLARATION OF PROTECTIVE COVENANTS & RESTRICTIONS
VILLAGE ESTATES SUBDIVISION

EXISTING CONDITIONS NOTES:

EXISTING UTILITY INFORMATION IS BASED ON AVAILABLE INFORMATION AND IS NOT A WARRANTY TO BE ACCURATE WHERE FEATURES ARE BURIED. CONTRACTOR SHALL CONTACT DIGSAFE PRIOR TO ANY EXCAVATION ACTIVITY AND SHALL CONFIRM ALL UTILITY LOCATIONS WITH APPLICABLE UTILITY COMPANIES.

1. EXISTING CONDITIONS INFORMATION FOR OFF-SITE PROPERTIES ARE NOT BASED ON FIELD SURVEY AND ARE TAKEN FROM MASSGIS AERIAL PHOTOGRAPH.

NOTE:

NOTE:
THE SUBJECT PROPERTY IS NOT
CLASSIFIED AS CHAPTER 81A OR 61B.
THE SUBJECT PROPERTY DOES NOT
LIE WITHIN THE FLOOD PLAIN.
VILLAGE STREET IS AN SCENIC ROAD
HOUSE # 272 IS PRE-EXISTING
AND NON CONFORMING.

I CERTIFY THAT THIS PLAN HAS BEEN PREPARED IN CONFORMITY WITH THE RULES AND REGULATIONS OF THE REGISTERED DEEDS OF THE COMMONWEALTH OF MASSACHUSETTS.

Paul J. Wilson
DATE: 6/16/75

DATE APPROVED: 6/16/75
Paul J. Wilson
Paul J. Wilson

MEDWAY PLANNING BOARD
DATE ENDORSED: 6/23/75

APPROVED W. J. Barber, SUBJECT TO
COVENANT CONDITIONS SET FORTH
IN A COVENANT EXECUTED BY
REBECCA L. & DONALD THY BARBER
DATED 6/23/2015 AND TO BE
RECORDED HEREWITH.

CERTIFY THAT 20 DAYS HAVE
LAPSED SINCE PLANNING BOARD
APPROVAL, AND NO APPEAL HAS
BEEN FILED IN THIS OFFICE.

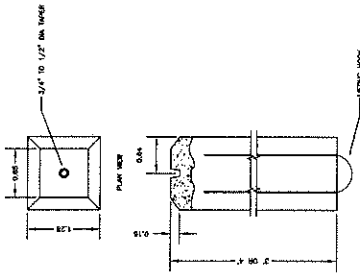
DATE: 3/19/55
Widgen - Wt
 TOWN CLERK

VILLAGE ESTATES
DEFINITIVE SUBDIVISION
PERMANENT PRIVATE WAY
PLAN OF LAND
IN
MEDWAY, MA
MAP 10 PARCEL 114

ZONING AP II DISTRICT
OWNER: RUSSELL S. & DOROTHY P. SANTORO
372 VILLAGE STREET
MEDWAY, MA 02053
DATE: MAY 19, 2011
COLONIAL ENGINEERING, INC.
11 AUL STREET
MEDWAY, MA 02053
508-533-1644

MERRIKIN ENGINEERING LLP
730 MAIN STREET (SUITE 2)
MILLIS, MA 02054
508-376-8883

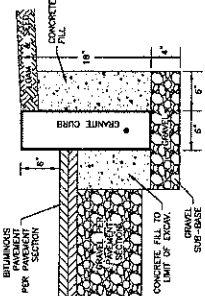
SCALE AS NOTED
DETAIL SHEET
SHEET 8 OF 8



NOTES:

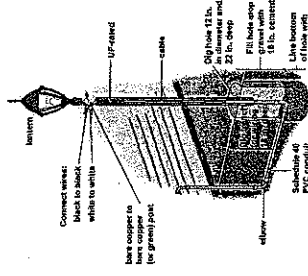
1. CONCRETE: 4,000 PSI MINIMUM AFTER 28 DAYS

BOUNDARY MARKERS

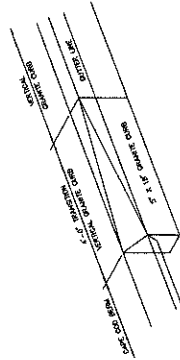


NOTES:
1. ALL RADIUS 50' AND SMALLER TO BE CONSTRUCTED USING CURVED SECTIONS.

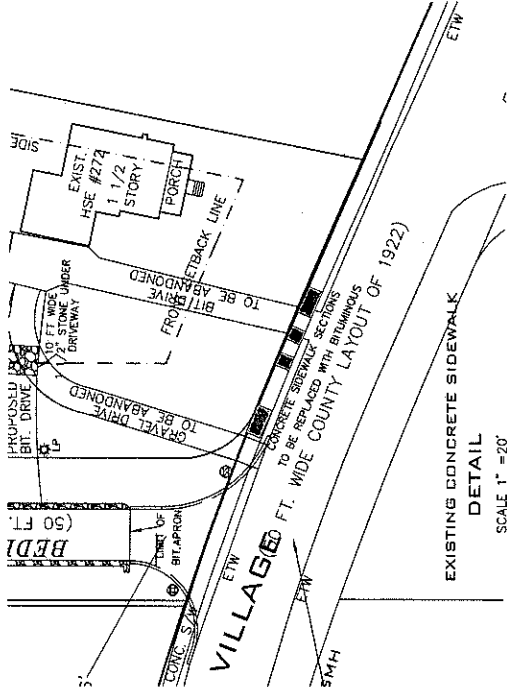
VERTICAL GRANITE CURB DETAIL
(NO SCALE)



RESIDENTIAL LIGHT POST DETAIL

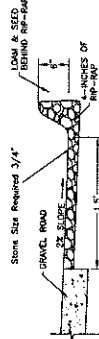


CURB TRANSITION
(NOT TO SCALE)

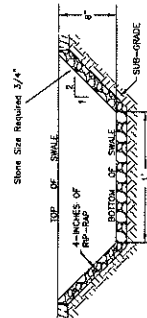


~~EXISTING CONCRETE SIDEWALK~~
DETAIL

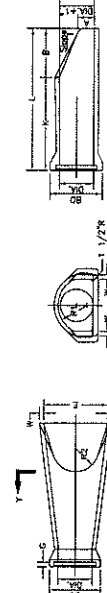
SCALE 1" = 20'



RIP-RAP SHOULDER DETAIL
NOT TO SCALE



RIP-RAP SWALE
NOT TO SCALE



NOYES
ALTER
4:1 SL

2148

SECTION 3-3

SECTION

DATA	W	A	B	C	D	E	BO	K	L	P	DA	R1	R2	S	Shape	
15°	2°	6°	2°	4°	14°	15°	2°	30°	14°	14°	100%	15°	10°	6°	1/107	31
15°	14°	6°	2°	2°	10°	14°	14°	14°	14°	14°	100%	16°	10°	11°	1/107	30
18°	13°	6°	2°	2°	10°	14°	14°	14°	14°	14°	100%	18°	10°	12°	1/107	30
18°	13°	10°	6°	2°	2°	10°	14°	14°	14°	14°	100%	18°	10°	12°	1/107	30
21°	13°	6°	2°	11°	14°	14°	14°	14°	14°	14°	100%	21°	10°	13°	1/107	31
24°	13°	6°	2°	11°	14°	14°	14°	14°	14°	14°	100%	24°	10°	13°	1/107	31
26°	13°	10°	6°	2°	11°	14°	14°	14°	14°	14°	100%	26°	10°	13°	1/107	31

R.C.P. FLARED END SECTION DETAILS
NOT TO SCALE

**TETRA TECH****Bond Estimate****Millstone Village (Phase I NEW²)****Medway, Massachusetts****May 31, 2017****Marlborough Technology Park****100 Nickerson Road****Marlborough, MA 01752****Tel 508.786.2200 Fax 508.786.2201**

DESCRIPTION	QUANTITY	UNIT	UNIT COST	ENGINEERS ESTIMATE
HMA Top Course-Main Road	0	TON	\$100.00	\$0
HMA Top Course-Common Road	0	TON	\$100.00	\$0
HMA Top Course-Sidewalk	0	TON	\$100.00	\$0
HMA Binder Course-Sidewalk	0	TON	\$100.00	\$0
Gravel Borrow-Sidewalk	0	CY	\$35.00	\$0
Adjust Castings	0	EA	\$350.00	\$0
Vertical Granite Curb	0	FT	\$46.00	\$0
Cape Cod Berm	0	FT	\$8.00	\$0
Rehandled Topsoil	0	CY	\$25.00	\$0
Seed	0	SY	\$2.00	\$0
Sloped Granite Curb	0	FT	\$45.00	\$0
Line Striping (Binder)	0	LS	\$500.00	\$0
Line Striping (Top) ³	1	LS	\$4,000.00	\$4,000
Signage	0	EA	\$300.00	\$0
Landscaping ³	1	LS	\$20,000.00	\$20,000
As-Built Plans	2,505	LF	\$5.00	\$12,525

Subtotal \$36,525**25% Contingency** \$9,131**Total** \$45,656Notes:

1. Unit prices are taken from the latest information provided on the Mass DOT website. They utilize the Mass DOT weighted bid prices (Combined - All Districts) for the time period 12/2014 - 12/2015.

2. This bond estimate is based upon Phasing of the project as shown on updated Phasing Plan dated April 2, 2014.

3. This item has been updated to reflect current project Phasing as shown on updated Phasing Plan dated April 2, 2014.

**TETRA TECH****Bond Estimate**

Millstone Village (Phase II NEW²)
Medway, Massachusetts
 May 31, 2017

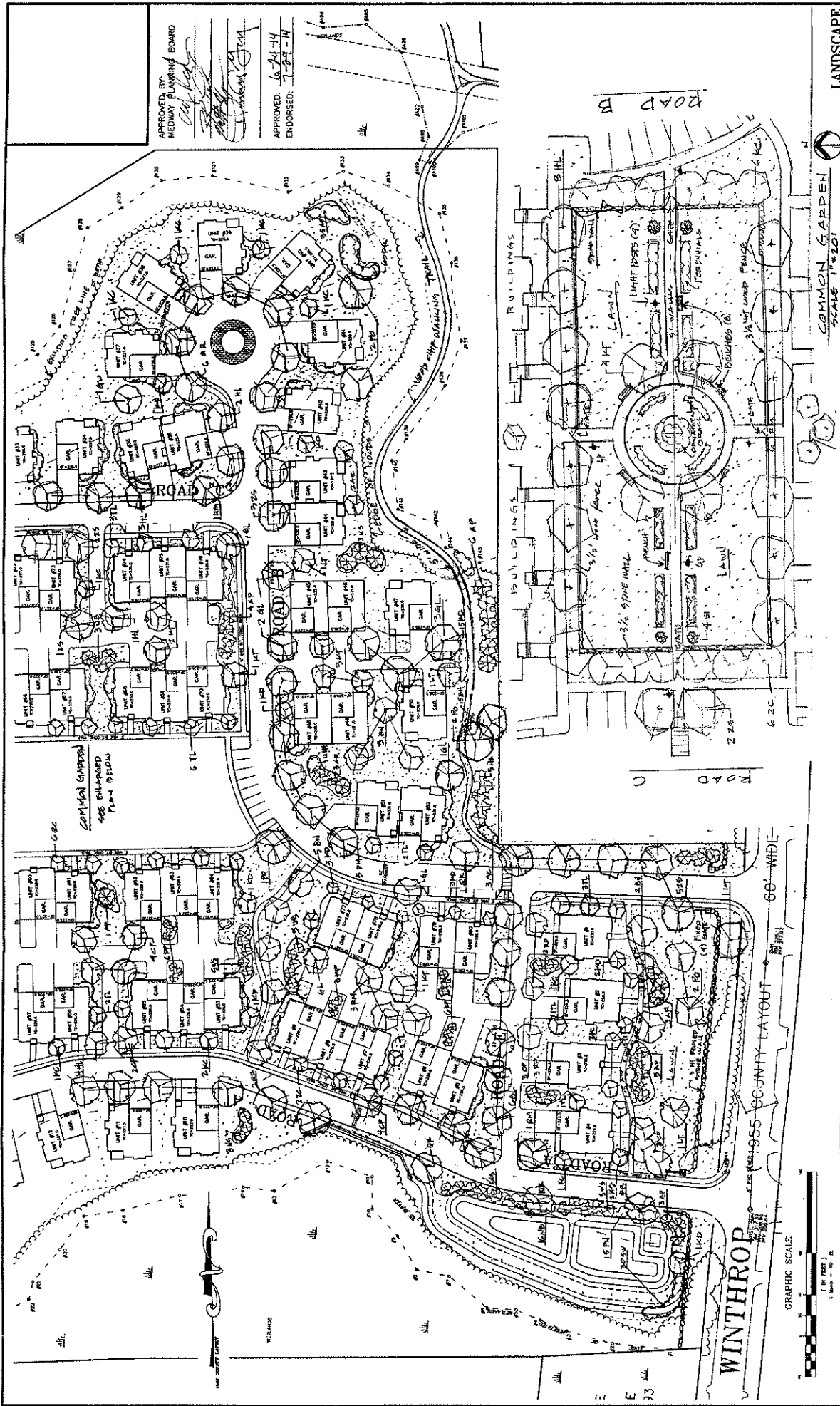
Marlborough Technology Park
100 Nickerson Road
Marlborough, MA 01752
 Tel 508.786.2200 Fax 508.786.2201

DESCRIPTION	QUANTITY	UNIT	UNIT COST	ENGINEERS ESTIMATE
HMA Top Course-Main Road	346	TON	\$100.00	\$34,600
HMA Top Course-Common Road	117	TON	\$100.00	\$11,700
HMA Top Course-Sidewalk	71	TON	\$100.00	\$7,100
HMA Binder Course-Common Road	0	TON	\$100.00	\$0
HMA Binder Course-Sidewalk	42	TON	\$100.00	\$4,200
Gravel Borrow-Common Road	0	CY	\$35.00	\$0
Gravel Borrow-Sidewalk	162	CY	\$35.00	\$5,670
Fine Grading and Compacting	0	SY	\$4.00	\$0
Frame and Grate	0	EA	\$750.00	\$0
Frame and Cover	0	EA	\$700.00	\$0
Adjust Castings	41	EA	\$350.00	\$14,350
6" HDPE Pipe	0	FT	\$36.00	\$0
Electrical Services ³	1	LS	\$30,000.00	\$30,000
Vertical Granite Curb	132	FT	\$46.00	\$6,072
Cape Cod Berm	1,905	FT	\$8.00	\$15,240
Sloped Granite Curb	0	FT	\$45.00	\$0
Rehandled Topsoil	431	CY	\$25.00	\$10,775
Seed	2,587	SY	\$2.00	\$5,174
Landscaped Cul-De-Sac Island	1	LS	\$5,000.00	\$5,000
Line Striping (Top)	1	LS	\$2,000.00	\$2,000
Line Striping (Binder)	0	LS	\$2,000.00	\$0
Signage	3	EA	\$300.00	\$900
Landscaping ³	1	LS	\$30,000.00	\$30,000
Openspace-Gravel Parking Area	1	LS	\$18,000.00	\$18,000
Openspace-Grass Trail	1	LS	\$6,000.00	\$6,000
As-Built Plans	2,199	LF	\$5.00	\$10,995

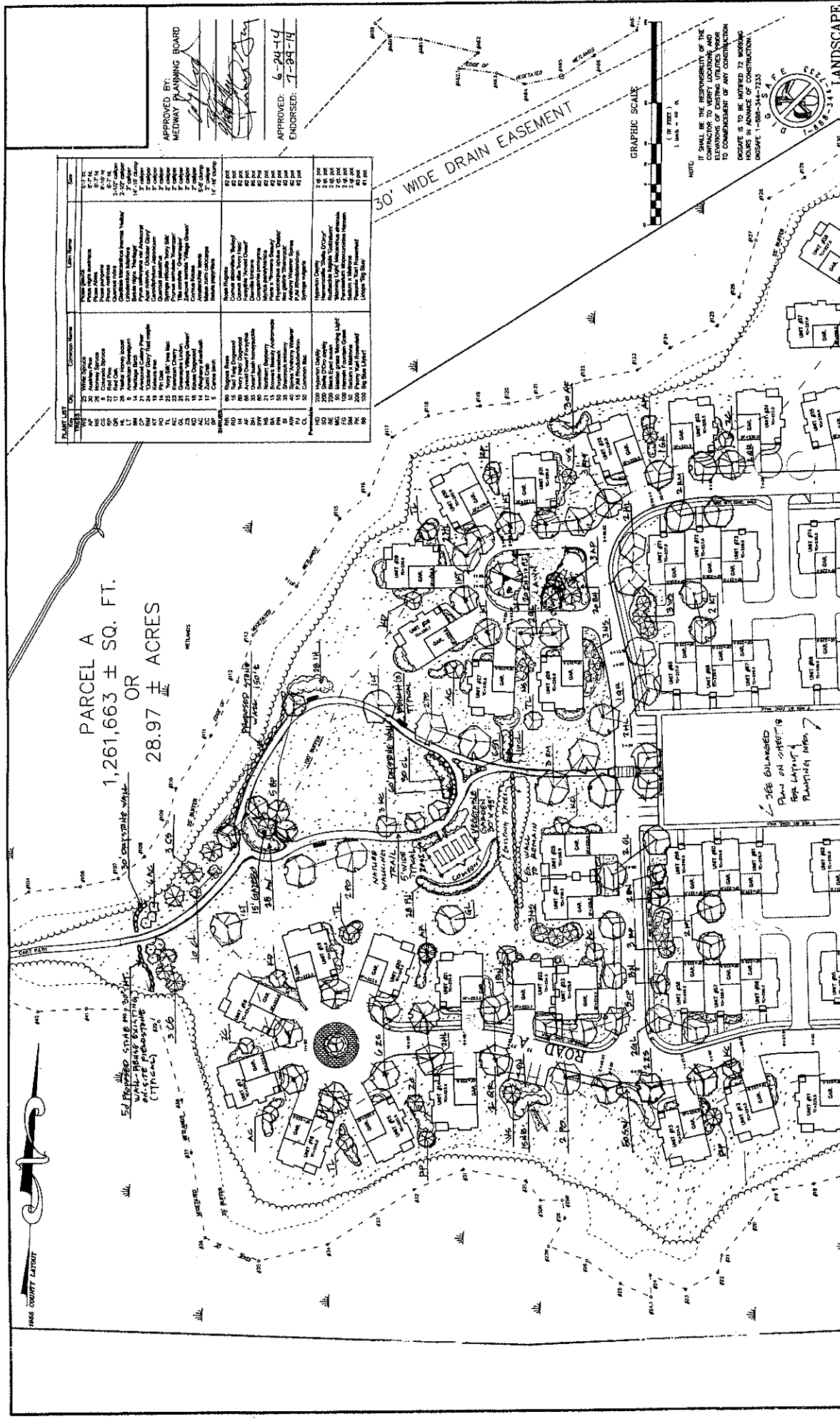
Subtotal \$217,776
25% Contingency \$54,444
Total \$272,220

Notes:

1. Unit prices are taken from the latest information provided on the Mass DOT website. They utilize the Mass DOT weighted bid prices (Combined - All Districts) for the time period 12/2014 - 12/2015. Items shown in gray have changed since our
2. This bond estimate is based upon Phasing of the project as shown on updated Phasing Plan dated April 2, 2014.
3. This item has been updated to reflect current project Phasing as shown on updated Phasing Plan dated April 2, 2014.



COSMOS ASSOCIATES LANDSCAPE ARCHITECTS & SITE PLANNERS 5 LONGVIEW STREET, NATICK, MA 01760 508.878.3688 FAX 508.805.4479 EMAIL: COSMOS@ARCHITECT.COM		GLM ENGINEERING CONSULTANTS, INC. 19 EXCHANGE STREET HOLLISTON, MASSACHUSETTS 01746 (508)489-1100 FAX: (508)489-7160		ADULT RETIREMENT COMMUNITY PLANNED UNIT DEVELOPMENT "MILLSTONE VILLAGE" MEDWAY, MASSACHUSETTS OWNER: BETTY MCALL-VERNAGLI 12 PARTRIDGE STREET MEDWAY, MASSACHUSETTS 02053		LANDSCAPE JOB NO. 12/08 SCALE: 1"=40' DATE: OCTOBER 15, 2013 SHEET NO. 19 OF 21	
REVISIONS		FIELD:		DESIGN BY:		APPROVED BY:	
No.	DATE	DESCRIPTION	DESIGN BY	DESIGN BY	DESIGN BY	DESIGN BY	DESIGN BY
1	12/11/08	LAYOUT MODIFICATION	WHL	WHL	WHL	WHL	WHL
2	03/02/09	ENGINEERING COMMENTS	WHL	WHL	WHL	WHL	WHL
3	03/18/09	ENGINEERING COMMENTS	WHL	WHL	WHL	WHL	WHL



PLANT LIST	Quantity	Comments	Plant Name	Size
1	1	Planting	Planting	12" H
2	2	Planting	Planting	12" H
3	3	Planting	Planting	12" H
4	4	Planting	Planting	12" H
5	5	Planting	Planting	12" H
6	6	Planting	Planting	12" H
7	7	Planting	Planting	12" H
8	8	Planting	Planting	12" H
9	9	Planting	Planting	12" H
10	10	Planting	Planting	12" H
11	11	Planting	Planting	12" H
12	12	Planting	Planting	12" H
13	13	Planting	Planting	12" H
14	14	Planting	Planting	12" H
15	15	Planting	Planting	12" H
16	16	Planting	Planting	12" H
17	17	Planting	Planting	12" H
18	18	Planting	Planting	12" H
19	19	Planting	Planting	12" H
20	20	Planting	Planting	12" H
21	21	Planting	Planting	12" H
22	22	Planting	Planting	12" H
23	23	Planting	Planting	12" H
24	24	Planting	Planting	12" H
25	25	Planting	Planting	12" H
26	26	Planting	Planting	12" H
27	27	Planting	Planting	12" H
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PARCEL A
1,261,663 ± SQ. FT.
OR
28.97 ± ACRES

REVISIONS

NO.	DATE	DESCRIPTION	DESIGN BY	DESIGN BY
1	12/11/06	LAYOUT MODIFICATION	WAL	WAL
2	03/02/07	ENGINEERING COMMENTS	WAL	WAL
3	03/19/07	ENGINEERING COMMENTS	WAL	WAL

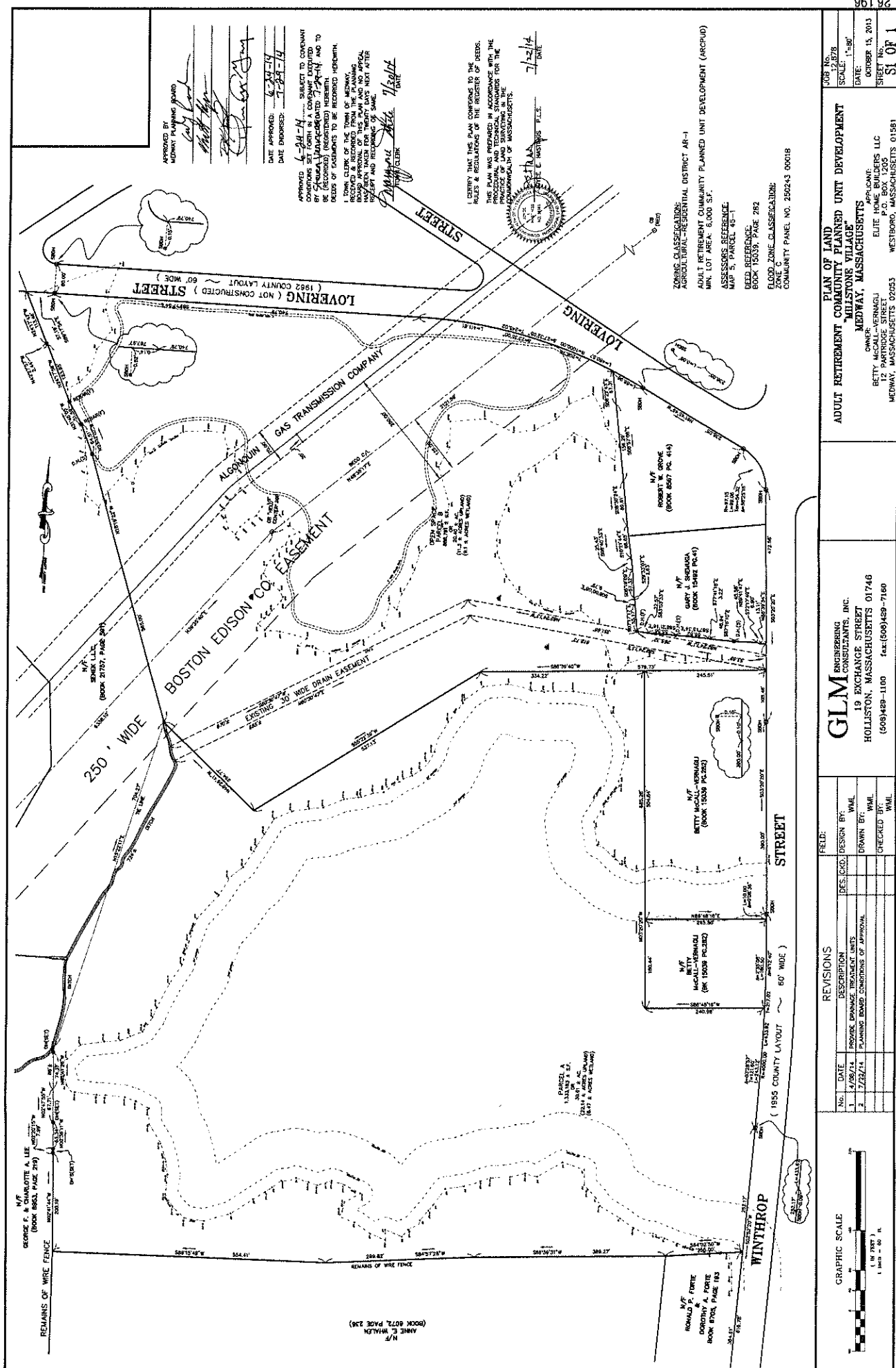
GLM ENGINEERING CONSULTANTS, INC.
19 EXCHANGE STREET
HOLLISTON, MASSACHUSETTS 01746
(508)458-1100 fax (508)458-7100

COSMOS ASSOCIATES
LANDSCAPE ARCHITECTS & PLANNERS
508.658.5555 FAX 508.658.4779
EMAIL: COSMOS@CSCON.COM

ADULT RETIREMENT COMMUNITY PLANNED UNIT DEVELOPMENT
"MILLSTONE VILLAGE"
MILLSTONE, MASSACHUSETTS
OWNER: BETTY McALL-KENNEL
12 MILLSTONE DRIVE
MILLSTONE, MASSACHUSETTS 02033

APPROVED BY: MEDWAY PLANNING BOARD
APPROVED: 6-24-14
ENDORSED: 7-29-14

DATE: OCTOBER 15, 2013
SHEET NO. 20 OF 21



ARCPUD - CONSTRUCTION OBSERVATION ACCOUNTING												
PROJECT NAME: Millstone Village												
DATE: June 25, 2017												
Date												
Check Received	Amount	Check #	Payment Source	Submitted to Treasurer	Date	Consultant's Construction Observation Fee	Consultant's Name	Consultant's Invoice Date	Invoice Number	Time Period Covered	Date Submitted to Town Act.	Balance
7/22/2014	\$10,000.00	10581	Elite Home Builders			\$189.00	Petrini	8/12/2014	30519	7/1/2014		\$10,000.00
				NOTE - This is a partial payment on the last plan review invoice		\$200.00	Tetra Tech	8/22/2014	50827456	thru 8/1/2014	9/10/2014	\$9,811.00
						\$2,380.50	Tetra Tech	9/26/2014	50837781	thru 9/12/14		\$9,611.00
						\$879.75	Tetra Tech	9/26/2014	50837788	thru 9/12/14		\$7,730.50
						\$4,635.56	Tetra Tech	10/24/2014	50848905	thru 10/10/14		\$6,350.75
						\$210.00	Petrini	10/6/2014	30683	thru 9/30/14		\$1,715.19
						\$168.00	Petrini	11/11/2014	30844	thru 10/30/14		\$1,505.19
						\$6,986.25	Tetra Tech	11/20/2014	50858427	thru 11/7/14		\$1,337.19
12/1/2014	\$9,944.00	1054	Millstone Builders LLC	12/1/2014		\$210.00	Petrini	12/2/2014	30982	thru 11/30/14		\$4,294.94
						\$5,640.75	Tetra Tech	12/18/2014	50867897	thru 12/12/14		\$4,084.94
1/2/2015	\$4,366.81	1094	Millstone Builders LLC			\$207.00	Tetra Tech	1/20/2015	50876549	thru 1/9/15	1/29/2015	\$1,555.81
						\$96.50	Petrini	2/5/2015	31372	thru 1/30/15	2/25/2015	\$2,811.00
						\$126.00	Petrini	3/3/2015	31525	thru 2/28/15	2/25/2015	\$2,604.00
						\$84.00	Petrini	4/3/2015	31663	thru 3/31/15	4/7/2015	\$2,507.50
						\$273.00	Petrini	5/7/2015	31942	thru 4/30/15	5/11/2015	\$2,024.50
						\$315.00	Petrini	6/2/2015	32114	thru 5/30/15	6/5/2015	\$1,709.50
6/23/2015	\$10,195.00	10015	Millstone Builders LLC	6/24/2015		\$105.00	Petrini	7/2/2015	32213	thru 6/30/15	7/6/2015	\$11,904.50
						\$1,685.17	Tetra Tech	7/24/2015	50940363	thru 7/10/15	7/6/2015	\$17,799.50
						\$150.50	Petrini	8/4/2015	32309	thru 7/31/15	8/11/2015	\$10,114.33
						\$2,659.09	Tetra Tech	9/25/2015	50962930	thru 9/18/15	10/8/2015	\$9,963.83
						\$1,513.05	Tetra Tech	10/23/2015	50975837	thru 10/16/15	11/4/2015	\$7,304.74
PHASE II begins												
11/3/2015	\$17,181.00	10038	Millstone Builders LLC	11/4/2015		\$1,394.95	Tetra Tech	11/13/2015	50984215	thru 11/4/15	12/8/2015	\$5,791.69
						\$8,233.41	Tetra Tech	12/24/2015	51003376	thru 12/11/15	1/13/2016	\$22,972.69
						\$2,766.10	Tetra Tech	1/22/2016	51009682	thru 1/15/16	1/29/2016	\$21,577.74
						\$124.20	Tetra Tech	3/25/2016	51030550	thru 3/18/16	4/5/2016	\$13,344.33
						\$2,696.24	Tetra Tech	6/30/2016	51058388	thru 6/30/16	???	\$10,578.23
						\$2,183.92	Tetra Tech	10/28/2016	51110181	thru 10/14/16	11/4/2016	\$10,454.03
						\$424.36	Tetra Tech	12/23/2016	51130516	thru 12/16/15	1/3/2017	\$7,757.79
						\$326.04	Tetra Tech	1/27/2017	5114884	thru 1/13/17	2/6/2017	\$5,573.87
						\$489.06	Tetra Tech	2/24/2017	5115135	thru 2/10/17	3/9/2017	\$5,149.51
						\$258.75	Tetra Tech	4/28/2017	51173866	thru 4/21/17	5/8/2017	\$4,823.47
												\$4,334.41
												\$4,075.66
								</				



TETRA TECH

Change Order

Date: June 21, 2017

Amendment No.: 002

Project: Millstone Village

Project No.: 143-21583-14018

To: Ms. Susan Affleck-Childs

Amendment 002 Cost Estimate

Co./Dept.: Medway PEDB

Fee: \$ 6,600.00

Address: 155 Village Street
Medway, MA 02053

Expenses: \$ 330.00

Total: \$ 6,930.00

Revised Total Project Cost Estimate

Fee: \$ 36,065.00

Estimated Date of
Completion

Expenses: \$ 1,004.00

Total: \$ 37,069.00

2018

SCOPE OF SERVICES

Scope Change Descriptions

Task 3 Additional Construction Services: TT will provide continued construction services for the project which include additional public hearings, site inspections, bond reductions and plan review. The below table reflects expected costs. (approximately 20 hours at \$140/hr and 40 hours at \$95/hr)

Task	Task Description	Initial Contract	Revision 1	Revision 2	Project Total
1	Construction Services	\$19,270.00	-	-	\$19,270.00
2	Add'l Phase 1 Construction Services	-	\$10,195.00	-	\$10,195.00
3	Add'l Construction Services	-	-	\$6,600.00	\$6,600.00
	<i>Sub-Total</i>	\$19,270.00	\$10,195.00	\$6,600.00	\$36,065.00
	<i>Expenses</i>	\$674.00	\$0.00	\$330.00	\$1,004.00
	<i>Total Fee</i>	\$19,944.00	\$10,195.00	\$6,930.00	\$37,069.00

Please execute this change order to our existing Contract Agreement authorizing us to proceed with the above scope of service at the stated estimated cost. No work will be performed under this change order until it is signed and returned to Tetra Tech. Upon execution by both parties, this change order becomes part of our original Contract Agreement dated June 9, 2014.

Tetra Tech Authorization

By: Sean Reardon, P.E.

Title: Vice President

Date: June 21, 2017

Client Authorization (please sign and return)

By:

Title:

Date:

P:\21583\143-21583-14018 (MILLSTONE VILLAGE CONST SERV)\PROJ\MGMT\CONTRACTS\COSICO 002_MEDWAY MILLSTONE VILLAGE_2017-06-21.DOCX

Susan Affleck-Childs

From: Ralph Costello <rmc@uniquenewhomes.com>
Sent: Monday, June 19, 2017 10:01 AM
To: Susan Affleck-Childs
Cc: Ralph Costello
Subject: Re: Lot Release

RE:
Partial Release from Covenant
65 Ellis Street, (Amended Applegate Subdivision)

Susy,

This is a request for a release of 65 Ellis Street, Medway from the Covenant for the Applegate subdivision. This lot (65 Ellis Street), an ANR lot on an existing street, was added to the original covenant which was approved and signed for the 12 lot Applegate Subdivision (not including 65 Ellis Street). The lot at 65 Ellis Street was added as an amendment to the covenant to include the drain easement over 65 Ellis Street which was part of the amended subdivision plan. The subdivision was amended to solve the major flooding problem at Virginia Road and Ellis Street. The drain has been installed in the easement as shown on the amended Applegate subdivision plan and is working. The house at 65 Ellis Street is being sold at the end of this month and the closing attorney has reviewed the title and would like the partial release to go on record at the closing.

The security bond still remains in place for the original interior 12 lots of the Applegate subdivision.

Thank you for your assistance,
Ralph Costello
Trustee, Cedar Trail Trust

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From: Susan Affleck-Childs <sachilds@townofmedway.org>
Sent: Monday, June 19, 2017 6:48 AM
Subject: Lot Release
To: Ralph Costello <rmc@uniquenewhomes.com>

Hi Ralph,

You had called last week to discuss a lot release for one of the Ellis Street parcels. I had asked you to send me an email describing the situation. I haven't received anything from you.

I will be out of the office Thursday and Friday this week and Monday and Tuesday next week. So, I need your note asap so I can prepare the lot release for action by the Board at its 6/27 meeting.

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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Susan Affleck-Childs

From: Bouley, Steven <Steven.Bouley@tetrattech.com>
Sent: Wednesday, June 21, 2017 2:56 PM
To: Bridget Graziano; Susan Affleck-Childs; Andy Rodenhiser
Cc: Reardon, Sean; Guthman, Frank
Subject: RE: Request for Lot Release - 65 Ellis Street - Applegate

Certainly ask the applicant if it has been cleaned, or if it hasn't, have them provide documentation of inspections of the system which would provide evidence for the lack of cleaning. They have to clean the system regardless at the end of the project and much of the work which would impact the system has already been completed. It is really up to you and the board if you would like to have them clean it, I don't see any issues as it currently stands but I would like to see documentation of where sediment is in the structures and a check on them if they have been doing their inspections.

-----Original Message-----

From: Bridget Graziano [mailto:bgraziano@townofmedway.org]
Sent: Wednesday, June 21, 2017 2:45 PM
To: Susan Affleck-Childs <sachilds@townofmedway.org>; Bouley, Steven <Steven.Bouley@tetrattech.com>; Andy Rodenhiser <Andy@rodenhiser.com>
Cc: Reardon, Sean <sean.reardon@tetrattech.com>; Guthman, Frank <Frank.Guthman@tetrattech.com>
Subject: RE: Request for Lot Release - 65 Ellis Street - Applegate

I have requested these items which were agreed to be supplied to the Commission. However, our office has yet to receive them.

I agree that recently the system has not taken on any sediments with the siltation sacks, however, prior to me requesting these be installed, the site did wash into these basins. Ralph should have inspection reports for the stormwater system. I would hope that we can request at the very least record of how much sediment is within each basin and is greater than 50% full the cb's need to be cleaned. After 10 years would like line need to be jetted? Additionally, there is woody vegetation within portions of the basin that needs to be removed and leaves removed from sediment forebays and overflow outlet.

I would be willing to meet with Steve and Eric (Ralph's Project Manager) to pull basin gates. Let me know.

I have also requested that old erosion controls be removed.

B

-----Original Message-----

From: Susan Affleck-Childs
Sent: Wednesday, June 21, 2017 2:25 PM
To: Bouley, Steven; Andy Rodenhiser
Cc: Reardon, Sean; Bridget Graziano; Guthman, Frank
Subject: RE: Request for Lot Release - 65 Ellis Street - Applegate

Couldn't we reasonably ask them to provide documentation of cleaning of the drainage system? It would seem that it should have been cleaned at some point in 10 years!?!?

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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-----Original Message-----

From: Bouley, Steven [mailto:Steven.Bouley@tetrattech.com]
Sent: Wednesday, June 21, 2017 1:54 PM
To: Susan Affleck-Childs; Andy Rodenhiser
Cc: Reardon, Sean; Bridget Graziano; Guthman, Frank
Subject: RE: Request for Lot Release - 65 Ellis Street - Applegate

Hi Susy,

I haven't seen or any records pertaining to the site SWPPP, I thought Bridget was gathering that information as part of the OOC for the project. I also have no O&M plan or a SWPPP on file for the project. I don't believe they have cleaned the system since construction began. However, in my experience inspecting drainage systems at our private sites, we typically inspect and clean as needed per information gathered from those inspections. It was counterproductive to clean structures that didn't require cleaning just for the sake of maintaining a cleaning schedule. With that said, I haven't been able to gain access to the structures to take any spot measurements due to the silt sacks and I haven't seen any reporting from inspections that the applicant should be conducting on the structures.

The basin does not appear to be receiving any sediment which tells me the silt sacks are probably doing their job. We can go and pop each structure but my concern is having all of the silt sacks fall into the structures during that inspection.

I suggest that if we don't have any records of them taking sediment measurements in the catch basins that we request a site meeting with the contractor to inspect so they can pull the structures and properly remove the silt sacks for access. We will need to do the same at Millstone.

Let me know how you would like us to proceed, thanks.

Steve

-----Original Message-----

From: Susan Affleck-Childs [mailto:sachilds@townofmedway.org]
Sent: Wednesday, June 21, 2017 12:55 PM
To: Bouley, Steven <Steven.Bouley@tetrattech.com>; Andy Rodenhiser <Andy@rodenhiser.com>

Cc: Reardon, Sean <sean.reardon@tetrattech.com>; Bridget Graziano <bgraziano@townofmedway.org>; Guthman, Frank <Frank.Guthman@tetrattech.com>
Subject: RE: Request for Lot Release - 65 Ellis Street - Applegate

Steve,

Are they maintaining SWEPP records?

What does the stormwater operations and maintenance plan specify about the timing for cleaning of the drainage system? Do we know if they have ever cleaned it since construction started in 2007?

Susy

Susan E. Affleck-Childs
Planning and Economic Development Coordinator

Town of Medway
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508-533-3291
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-----Original Message-----

From: Bouley, Steven [mailto:Steven.Bouley@tetrattech.com]
Sent: Wednesday, June 21, 2017 12:39 PM
To: Susan Affleck-Childs; Andy Rodenhiser
Cc: Reardon, Sean; Bridget Graziano; Guthman, Frank
Subject: RE: Request for Lot Release - 65 Ellis Street - Applegate

Hi Susy,

Please see attached Change Order 001. I included hours expected to completion as pricing specific items at this point will be difficult.

Frank visited the site yesterday and we believe the site looks ok for lot release of 65 Ellis Street and the drainage adjacent to the lot appears to be functioning as designed. They do need to mow the basin but they have been good about doing that, we probably caught them at the end of their mowing schedule. There is a trace amount of sediment at the bottom of the roadway where they had been experiencing problems in the past but nothing that would hold up lot release in my opinion. They just need to continue inspecting the roadway/silt sacks and maintaining as necessary, not just waiting for us to find something then acting on it. There does not appear to be any obvious signs of sediment infiltration at the basin and cleaning of the drainage system at this time may be premature.

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

Steve

-----Original Message-----

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

Sent: Tuesday, June 20, 2017 9:25 AM

To: Bouley, Steven <Steven.Bouley@tetrattech.com>; Andy Rodenhiser <Andy@rodenhiser.com>

Cc: Reardon, Sean <sean.reardon@tetrattech.com>; Bridget Graziano <bgraziano@townofmedway.org>

Subject: RE: Request for Lot Release - 65 Ellis Street - Applegate

Importance: High

Hi Steve,

Absolutely. Please do so asap. I would definitely like to invoice Ralph for some additional CO \$.

I will be out Thursday and Friday this week and Monday and Tuesday next week. Could you look at this today and let me know what additional amount I should invoice them for? I would like to email him an invoice and require it be paid before the Board signs the lot release.

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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-----Original Message-----

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

Sent: Tuesday, June 20, 2017 9:23 AM

To: Susan Affleck-Childs; Andy Rodenhiser

Cc: Reardon, Sean; Bridget Graziano

Subject: RE: Request for Lot Release - 65 Ellis Street - Applegate

Hi Susy,

We also have to update our costs for this. It's been years since this project started (I believe our last revised contract for this was in 2012) and our rates have changed since then which is further depleting our budget. This may be a good time to take a look at this and request additional funding for construction observations. Let me know how you would like to proceed, thanks.

Steve

-----Original Message-----

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

Sent: Tuesday, June 20, 2017 9:08 AM

To: Andy Rodenhiser <Andy@rodenhiser.com>

Cc: Bouley, Steven <Steven.Bouley@tetrattech.com>; Reardon, Sean <sean.reardon@tetrattech.com>; Bridget Graziano <bgraziano@townofmedway.org>

Subject: RE: Request for Lot Release - 65 Ellis Street - Applegate

Hi Andy,

See attached docs. The bond account was established with Needham Bank in February 2016 in the amount of \$290,969 per the TT bond estimate. Of that amount, close to \$34,000 is "designated" for the sidewalk work on the north side of Coffee Street from Ellis to Holliston as shown in the attached TT bond estimate.

I don't believe you can hold up the lot release for 65 Ellis Street because the sidewalk work on Coffee Street isn't done, especially since there are funds in the bond for that work.

Later on if/when Ralph Costello requests a bond reduction, Tetra Tech can recalculate/update the bond amounts based on current Mass DOT pricing and include anything that may have been missed in the original bond estimate. I would like to add the cost of the field stone wall entry way on both sides of Applegate Road off of Ellis Street per the scenic road work permit.

We currently have \$4,300 remaining in the Applegate construction account. I think the Board could require additional funds for that before issuing the lot release. I would recommend an additional \$3,000.

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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-----Original Message-----

From: Andy Rodenhiser [mailto:Andy@rodenhiser.com]
Sent: Tuesday, June 20, 2017 5:22 AM
To: Susan Affleck-Childs
Cc: Steve Bouley; Sean Reardon; Bridget Graziano
Subject: Re: Request for Lot Release - 65 Ellis Street - Applegate

Can we review the coffee street sidewalk cost estimates for their bond?

Suzy:

Can we require a plan and time line prior to lot release?

Can we hold the lot release until the board is satisfied with the completion of the sidewalk?

I'm troubled by the constant lack of attention and lax response to follow what is required by the developer. We're constantly having to enforce and communicate with the developer.

Do we have sufficient funds for construction observation, which is based on our past volume of observation and enforcement activities?

I'm imagining a future meeting with two groups of residents...Coffee st. Residents and residents of Applegate rd. and DPS saying there not going to build a side walk.

I'm concerned about this "entity"!!!

Andy Rodenhiser

> On Jun 19, 2017, at 5:25 PM, Susan Affleck-Childs <sachilds@townofmedway.org> wrote:

>

> Hi Steve,

>

> See note below from Ralph Costello requesting a lot release for 65 Ellis Street for a closing he has planned by the end of June. His request will be discussed at the 6/27 PEDB mtg. The Board will want your recommendation.

>

> The last formal Applegate construction report I have saved is #58 from 8-31-2016. Is there anything since then? If so, please email to me. Thanks.

>

> I also have an email from you to Ralph Costello dated 1/13/17 from a general inspection of the site in which you noted a number of issues. See attached. I know you and Bridget have discussed on-going issues at Applegate.

>

> Could you visit the site ASAP and check the status of the maintenance/upkeep of the Applegate stormwater system? Please review the SWEPP records on site for information on the last cleaning of the system. Is there anything they should do before the PEDB considers their lot release request on 6/27? If so, I want to let them know so they can attempt to do complete that work by next week.

>

> 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<mailto:sachilds@townofmedway.org>

>

> Town of Medway – A Massachusetts Green Community

>

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>

> From: Ralph Costello [mailto:rmc@uniquenewhomes.com]

> Sent: Monday, June 19, 2017 10:01 AM

> To: Susan Affleck-Childs

> Cc: Ralph Costello

> Subject: Re: Lot Release

>

> RE:

> Partial Release from Covenant

> 65 Ellis Street, (Amended Applegate Subdivision)

>

> Susy,

> This is a request for a release of 65 Ellis Street, Medway from the Covenant for the Applegate subdivision. This lot (65 Ellis Street), an ANR lot on an existing street, was added to the original covenant which was approved and signed for the 12 lot Applegate Subdivision (not including 65 Ellis Street). The lot at 65 Ellis Street was added as an amendment to the covenant to include the drain easement over 65 Ellis Street which was part of the amended subdivision plan. The subdivision was amended to solve the major flooding problem at Virginia Road and Ellis Street. The drain has been installed in the easement as shown on the amended Applegate subdivision plan and is working.

> The house at 65 Ellis Street is being sold at the end of this month and the closing attorney has reviewed the title and would like the partial release to go on record at the closing.

>

> The security bond still remains in place for the original interior 12 lots of the Applegate subdivision.

>

> Thank you for your assistance,

> Ralph Costello

> Trustee, Cedar Trail Trust

>

> Get Outlook for iOS<<https://aka.ms/o0ukef>>

>

> _____

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

> Sent: Monday, June 19, 2017 6:48 AM

> Subject: Lot Release

> To: Ralph Costello <rmc@uniquenewhomes.com<mailto:rmc@uniquenewhomes.com>>

>

>

>

> Hi Ralph,

>

> You had called last week to discuss a lot release for one of the Ellis Street parcels. I had asked you to send me an email describing the situation. I haven't received anything from you.

>

> I will be out of the office Thursday and Friday this week and Monday and Tuesday next week. So, I need your note asap so I can prepare the lot release for action by the Board at its 6/27 meeting.

>

> Thanks.

>

> Susy

>

> Susan E. Affleck-Childs

> Planning and Economic Development Coordinator

>

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> <1-13-17 Steve Bouley email with photos.pdf>

Release of Restrictive Covenant

Planning & Economic Development Board – Town of Medway, MA

We, the undersigned members, being a majority of the Planning & Economic Development Board of the Town of Medway, Norfolk County, Massachusetts, hereby certify on this date that Lot 7 (commonly known as 65 Ellis Street) as shown on a plan entitled "Amended Definitive Subdivision Plan 'Applegate Farm" Twelve Lot Single Family Residential Subdivision, Medway, MA, with a final revision date of 4/28/14, prepared by GLM Engineering Consultants, Inc. which is recorded with the Norfolk County Registry of Deeds in Plan Book 635, Pages 25-28, to which reference may be had for a more particular description, is hereby released from the terms, provisions and conditions as to sale and building thereon as set forth in a Covenant between the Medway Planning and Economic Development Board and Ralph Costello, Trustee of the Cedar Trail Trust, dated 10/15/14 and recorded with the Norfolk County Registry of Deeds in Book 635, Page 25.

Executed under seal this _____ day of _____, 2017.

Signatures of a majority of the members of the Planning & Economic Development Board of the Town of Medway:

COMMONWEALTH OF MASSACHUSETTS

Norfolk County, SS.

On this _____ day of _____, before me, the undersigned notary public, personally appeared _____

members of the Medway Planning and Economic Development Board, proved to me through satisfactory evidence of identification, which was a Massachusetts Drivers License and personal knowledge to be the persons whose names are signed on the above document, and acknowledged to me that they signed it voluntarily and for its stated purpose as members of the Board.

Notary Public
My commission expires:

**TETRA TECH**

Bond Estimate (including Berm)
Applegate Farm
Medway, Massachusetts
 January 23, 2015 (Revised September 29, 2015)

One Grant Street
 Framingham, MA 01701
 Tel 508.903.2000 Fax 508.903.2001

DESCRIPTION	QUANTITY	UNIT	UNIT COST	ENGINEERS ESTIMATE
HMA Top Course-Roadway	442	TON	\$85.00	\$37,570
HMA Top Course-Sidewalk	72	TON	\$85.00	\$6,120
Excavation-Sidewalk (Off-Site) ²	378	CY	\$27.00	\$10,206
Gravel Borrow-Sidewalk (Off-Site) ²	300	CY	\$34.00	\$10,200
HMA Binder Course-Sidewalk(Off-Site) ²	77	TON	\$85.00	\$6,545
HMA Top Course-Sidewalk(Off-Site) ³	80	TON	\$85.00	\$6,800
Gas Main-Services	1	LS	\$5,000.00	\$5,000
Vertical Granite Curbing	275	FT	\$44.00	\$12,100
Cape Cod Berm	1,583	FT	\$6.00	\$9,498
Type 3 Bituminous Curb	1,280	FT	\$8.00	\$10,240
Adjust Castings	32	EA	\$325.00	\$10,400
Drainage (Off-Site)	1	LS	\$2,500.00	\$2,500
Sign-Mailbox Relocation (Off-Site)	1	LS	\$1,000.00	\$1,000
Bounds	34	EA	\$200.00	\$6,800
Rehandled Topsoil	238	CY	\$25.00	\$5,950
Seed	1,200	SY	\$2.00	\$2,400
Street Trees	84	EA	\$425.00	\$35,700
Drainage Basin Trees	26	EA	\$250.00	\$6,500
Tree Pruning ⁴	1	LS	\$12,300.00	\$12,300
Line Striping ⁵	1	LS	\$500.00	\$500
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
Legal Services	1	LS	\$3,000.00	\$3,000

Subtotal	\$232,775
25% Contingency	\$58,194
Total	\$290,969

Notes:

- Unit prices are taken from the latest information provided on the Mass DOT website. They utilize the Mass DOT weighted bid prices (Combined - All Districts) for the time period 11/2013 - 11/2014.
- Unit pricing for this item is for excavation, gravel installation and binder course for the proposed off-site sidewalk located on Coffee Street from Ellis Street to Holliston Street.
- Unit pricing for this item is for top course paving for both off-site sidewalk sections.
- Unit pricing for this item is per the amount as listed in Condition 7 *Scenic Road Work Permit* of the Certificate of Action for the project.
- Unit pricing for this item is for final painting of stop bar and the word "STOP" once top course paving has been completed.



Change Order

Date: June 21, 2017 Amendment No.: 001

Project: Applegate Farm Project No.: 127-21583-12007

To: Ms. Susan Affleck-Childs Amendment 001 Cost Estimate

Co./Dept.: Medway PEDB Fee: \$ 6,600.00

Address: 155 Village Street Expenses: \$ 330.00

Medway, MA 02053 Total: \$ 6,930.00

Revised Total Project Cost Estimate

Fee: \$ 28,420.00 Estimated Date of Completion

Expenses: \$ 1,421.00

Total: \$ 29,841.00 2018

SCOPE OF SERVICES

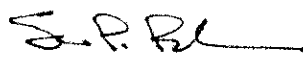
Scope Change Descriptions

Task 2 Additional Construction Services: TT will provide continued construction services for the project which include additional public hearings, site inspections, bond reductions and plan review. The below table reflects expected costs (approximately 20 hours at \$140/hr and 40 hours at \$95/hr).

Task	Task Description	Initial Contract	Revision 1	Project Total
1	Engineering Services	\$21,820.00	-	\$21,820.00
2	Add'l Construction Services	-	\$6,600.00	\$6,600.00
	Sub-Total	\$21,820.00	\$6,600.00	\$28,420.00
	Expenses	\$1,091.00	\$330.00	\$1,421.00
	Total Fee	\$22,911.00	\$6,930.00	\$29,841.00

Please execute this change order to our existing Contract Agreement authorizing us to proceed with the above scope of service at the stated estimated cost. No work will be performed under this change order until it is signed and returned to Tetra Tech. Upon execution by both parties, this change order becomes part of our original Contract Agreement dated June 14, 2012.

Tetra Tech Authorization

By: Sean Reardon, P.E.

Title: Vice President
Date: June 21, 2017

Client Authorization (please sign and return)

By:
Title:
Date:

P:\21583\127-21583-12007 (SEWER INSTALL APPLGATE FARM)\PROJMGMT\CONTRACTS\COS\CO 001_MEDWAY APPLGATE_2017-06-21.DOCX