

**Tuesday, March 2, 2020 - Special Meeting
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	Absent	X

The meeting is being broadcast and recorded by Medway Cable Access.

ALSO PRESENT:

Susy Affleck-Childs, Planning and Economic Development Coordinator
Jessica Chabot, candidate for PEDB Associate Member

Chairman Rodenhiser opened the meeting at 7:00 pm.

PEDB members were attending the BOS meeting to jointly appoint Jessica Chabot as Associate Member of the Planning and Economic Development Board. Chairman Rodenhiser noted that the Board had previously discussed having Ms. Chabot become the associate member and they were here tonight to support that with the Selectmen.

There were no Citizen Comments.

BOS Chairman John Foresto invited Ms. Chabot to introduce herself to the BOS. Ms. Chabot explained that she has been a member of the DRC for four years and most recently chaired the Oak Grove Zoning Task Force.

PEDB member Tom Gay spoke in support of Jessica noting her good work on the DRC. Both Selectman Foresto and Trindade noted she had handled herself well at the various Oak Grove community forums.

A motion was made by Tom Gay and seconded by Bob Tucker for the PEDB to appoint Jessica Chabot as associate member of the PEDB. The motion passed unanimously.

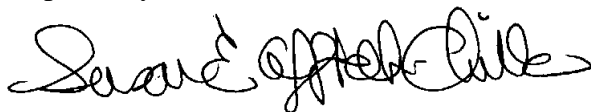
A motion was made by Dennis Crowley and seconded by Glenn Trindade for the BOS to appoint Jessica Chabot as associate member of the PEDB. The motion passed unanimously.

ADJOURN:

On a motion was made by Rich Di Iulio and seconded by Bob Tucker, the Board voted unanimously to adjourn the meeting.

The meeting was adjourned at 7:06 pm.

Prepared by,



Susan E. Affleck-Childs
Planning and Economic Development Coordinator



TOWN OF MEDWAY
COMMONWEALTH OF MASSACHUSETTS
PLANNING AND ECONOMIC
DEVELOPMENT BOARD

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Board Members

Andy Rodenhiser, Chair
Robert Tucker, Vice
Chair
Thomas Gay, Clerk
Matthew Hayes, P.E.,
Member
Richard Di Iulio, Member

Staff

Susan Affleck-Childs,
Planning and Economic
Development
Coordinator

MEMORANDUM

February 26, 2020

TO: Medway Board of Selectmen
FROM: Susy Affleck-Childs, Planning and Economic Development
Coordinator
RE: Appointment of Jessica Chabot as Planning and Economic
Development Board Associate Member

The Planning and Economic Development Board (PEDB) has been without an Associate Member for several years. Attached is further information about the PEDB Associate Member position and the position's scope of involvement.

The Medway *Zoning Bylaw* specifies that the PEDB's Associate Member shall be appointed jointly by the PEDB and the BOS. The PEDB requests and enthusiastically recommends appointing Jessica Chabot to this position. See attached resume and letter of interest.

PEDB members will join you at the March 2, 2020 BOS meeting so that both boards can make this appointment. The recommendation is to appoint Jessica Chabot to serve as the PEDB's Associate Member for a term through June 30, 2021.

Planning & Economic Development Board Associate Member

September 8, 2009

The Medway Zoning Bylaw provides that the elected Planning and Economic Development Board shall have an Associate Member, to be appointed jointly by the Planning and Economic Development Board and the Board of Selectmen for a two (2) year term.

The purpose of the Associate Member position is to have someone available to sit as a member of the Planning and Economic Development Board to hear and act on *special permit applications (for which statute requires a supermajority vote for approval)* when a regularly elected Board member is not able to fully participate because of:

- more than one absence from a public hearing,
- the inability to act, or
- a conflict of interest,

or if there exists a vacancy on the Planning & Economic Development Board.

The Associate Member is not expected to attend every meeting of the Planning and Economic Development Board. However attendance is required at any meeting when a special permit is being considered. The scope of the Associate Member's participation in special permits shall be equal to that of a regularly elected Board member.

For all other aspects of the Board's business such as subdivisions, site plans, zoning bylaw amendments, rules and regulations, and planning activities, the Associate Member is not permitted to vote. The Associate may participate in Board reviews and discussions; however the scope of that involvement may be limited at the discretion of the Chairman.

At the discretion of the Board, an Associate Member may serve as the Board's liaison to other Town boards or committees.

When there is a vacancy on the Board, the Associate member may be considered for a short-term appointment to fill that vacancy. However, it should not be assumed that the Associate will automatically be appointed to fill a vacancy.

Susan Affleck-Childs

From: Jessica Chabot <jesswchabot@gmail.com>
Sent: Thursday, February 06, 2020 6:22 PM
To: Susan Affleck-Childs; Andy Rodenhiser
Subject: PBED Associate
Attachments: Profile.pdf

Hi Susy and Andy,

I am emailing to let you know of my interest in becoming an associate member of the Planning Board. I have been serving on the DRC for 4 years and have recently chaired the Oak Grove Task Force. I believe my experience on these two committees, as well as, my experience in construction, architecture, and engineering make me well suited to serve on the Board. Please find my work experience attached to this email.

I'm happy to answer any questions you may have about my background and experience.

Thank you,

Jessica Chabot

Contact

8579285162 (Mobile)
jchabot@hawthornre.com

www.linkedin.com/in/
jessicawchabot (LinkedIn)
jessicawilliamson.weebly.com/
(Personal)
www.hawthorn-builders.com/
(Company)

Top Skills

AutoCAD
Customer Satisfaction
Direct Sales

Jessica Chabot

VP Business Development and Design at Hawthorn Builders & Properties
Needham, Massachusetts

Summary

Business Development and Design professional with over 15 years experience in the Design and Construction industry. With my extensive background in design, sales, and project management, I work to bring together our clients visions through the construction process. My role as the VP of Business Development and Design is to cultivate our companies network of industry professionals and pair them with the right clients.

Experience

Hawthorn Builders & Properties

7 years 11 months

VP Business Development and Design

March 2018 - Present (2 years)

Needham, MA

Business Development and Design professional with over 15 years experience in the Design and Construction industry. With my extensive background in design, sales, and project management, I work to bring together our clients visions through the construction process. My role as the VP of Business Development and Design is to cultivate our companies network of industry professionals and pair them with the right clients.

Design Director

April 2012 - Present (7 years 11 months)

1116 Great Plain Ave - Needham, MA 02466

Kitchen Intuitions

Senior Designer / Project Manager

January 2012 - April 2012 (4 months)

Chatham, NJ

Sawhorse Designs

Senior Design Consultant

May 2011 - January 2012 (9 months)

Kitchen Views Custom

Kitchen Designer

2007 - May 2011 (4 years)

Kitchen Designer with Kitchen Views Custom. Work with clients to space plans and design their kitchens and other rooms in their house.

Kitchen Views

Director of Special Projects

May 2008 - June 2009 (1 year 2 months)

Designed and supervised commercial construction for all new showrooms.

Responsible for architectural

building plans, designing and ordering new displays, and managing on-site construction.

Nitsch Engineering

CAD Designer

2002 - 2006 (4 years)

Hearst Castle

Textile Restoration Intern

June 2001 - August 2001 (3 months)

Worked in the collections and maintenance department as a textile preservationist. Performed research

and analysis on catalogued textiles. Also worked with the head specialist to restore and preserve museum items.

Education

Boston Architectural College

Kitchen and Bath Design · (2004 - 2006)