

Medway Redevelopment Authority
Wednesday, January 30, 2018 at 6:30 pm
Town Administrator's Conference Room
Medway Town Hall Street
155 Village
Medway, MA 02053

Members	Andy Rodenhiser	Rori Stumpf	Michael Griffin	Doug Downing	Paul Yorkis
Attendance	X	X	X	X	X

ALSO PRESENT:

Mackenzie Leahy, Administrative Assistant
Amy Sutherland, Recording Secretary

The Chairman called the meeting of the Medway Redevelopment Authority to order at 6:30 pm

The Chairman opened the meeting at 6:32 pm.

Member Yorkis asked if the agenda could be taken out of order to discuss item 3 B. The Chairman approved this request.

New Business:

RFP for Zoning of Urban Renewal Area:

The members were provided with the following from Mr. Yorkis:

- An email from Mark Racicot dated January 30, 2017.
- A document dated December 20, 2017 from MAPC regarding call for project concepts.

Mr. Yorkis spoke with the representative Mark Racicot who is the Director of Land Use Division for the Metropolitan Area Planning Council (MAPC). It was indicated that Municipalities have entered into agreements with municipalities by not having to do the bidding for particular projects without a Request for Proposal. It was also explained that communities can submit a concept proposal directly to MAPC. There will need to be bylaw work on zoning. The Planning Board would need to submit a change to any zoning bylaw change. The members were in agreement that MAPC would not be able to fulfill the on call services.

The two issues are zoning bylaw changes and current needed on call services. The memo from MAPC also makes reference to Technical Assistance Program (TAP). MAPC has also included architects and planners as part of the staff.

The MRA discussed that they are also in receipt of the following:

- BSC Group dated January 29, 2018 for on call services.

Mackenzie explained that there was a meeting with the Town Administrator and Susy Affleck-Childs about using BSC group for on-call services since they have the knowledge right now about the Urban Renewal Plan. With the passing of Stephanie Mercandetti, the Director of Planning and Economic Development, there needs to be something putting place to answer any questions which outsiders might have about the concept plan. This could be some by BSC as an on needed basis. The services would generally include attending meetings with potential developers, local officials, and town boards for ongoing planning and development for the Urban Renewal Plan.

Request for Proposals, Zoning for Medway Urban Renewal Area:

The members are in receipt of the following:

- Request for proposals for zoning for Medway Urban Renewal Plan (draft)

It was explained that this document came from a meeting with staff to continue to implement a new section of the Medway Zoning Bylaw to implement the vision for the redevelopment of the Medway Oak Grove area as shown in the Medway Urban Renewal Plan which has already been approved. There was the basic understanding that the MRA wanted something unique and more form based code. This is more flexible zoning but more prescriptive and gives developer ability to move quickly through zoning and permitting. The members thought it would be a good idea to launch the RFP to see what their options are. The different firms can present if they have experience with form based zoning. The chosen firm will need to work with the Planning and Economic Development Committee, Zoning Board of Appeals and Design Review Committee.

It was recommended that there be a sit down meeting with Russ Burke BSC Group about what the next steps are and where Stephanie was in the process. The staff needs to get up to speed on where this process stands.

The MRA recommended that Mackenzie contact towns that have finalized their URP. The town of Ashland was suggested.

The MRA would like to not take any action on the RFP portion of the information presented but want to set up another meeting next week giving them time to read all the presented information. Mackenzie will call the MAPC representative and will report back to the MRA.

Minutes:

November 20, 2017:

On a motion made by Mike Griffin and seconded by Doug Downing, the Medway Redevelopment Authority voted unanimously to accept the minutes from November 20, 2017.

Member Yorkis left the meeting at 7:05 pm.

Member Griffin supplied the remote participation forms to Administrative Assistant Mackenzie Leahey.

Updates:

- There is a representative interested in the residential portion of develop site. This representative is looking for drawings and concept plans. Mackenzie will try to get the maps from BSC.
- Mackenzie has received access to the Director of Economic Development files. If there is anything anyone wants to review let her know. It was suggested that an index be created of the contents and put this in a drop box.

BSC Group:

On a motion made by Doug Downing and seconded by Rori Stumpf, the MRA voted unanimously to approve using BSC for on call services with a cap on the services being \$2,000.00.

Future Meeting:

- Tuesday, February 6th at 6:30 pm.

Adjourn:

On a motion made by Mike Griffin and seconded by Rori Stumpf, the Medway Redevelopment Authority voted unanimously to adjourn the meeting at 7:31 pm.

Respectfully Submitted,

Amy Sutherland
Meeting Secretary
Approved February 6, 2018

